



SYRACUSE CITY

Syracuse City Council Work Session Notice

May 10, 2016 – 6:00 p.m.
Municipal Building, 1979 W. 1900 S.

Notice is hereby given that the Syracuse City Council will meet in a work session on Tuesday, May 10, 2016, at 6:00 p.m. in the large conference room of the Municipal Building, 1979 W. 1900 S., Syracuse City, Davis County, Utah. The purpose of the work session is to discuss/review the following items:

- a. Review agenda for Council business meeting to begin at 7:00 p.m. (2 min.)
- b. Discussion and review of the formatting of Syracuse City utility bill. (5 min.)
- c. Discussion and review of Syracuse City Purchasing Policy. (5 min.)
- d. Review items forwarded by the Planning Commission (10 min.)
 - i. Criddle Farms Subdivision, Preliminary Plat Approval and requested fee waiver for General Plan/Zone change. .
 - ii. Proposed Resolution R16-20 amending the Syracuse City General Plan Land Use Map related to 4.7 acres located at 1972 S. 2000 W.
 - iii. Proposed Ordinance 16-15 amending the zoning map of Title 10 of the Syracuse City Code by changing from A-1 (Agriculture) to R-2 (Residential) the parcel of property located at approximately 920 S. 4000 W.
- e. Review agenda item 12: Proposed Resolution R16-24 authorizing the Mayor to execute a Real Estate Purchase Contract (REPC) related to property located at 507 West 2700 South. (5 min.)
- f. Review agenda item 13: Authorize Execution of Professional Services Contract for review of unbilled or mis-billed utility services. (5 min.)
- g. Review agenda item 14: Proposed Resolution R16-11 approving amendments to the bylaws of the Syracuse City Arts Council. (5 min.)
- h. Review agenda item 15: Proposed Ordinance 16-09 amending Chapter 4.35 of the Syracuse City Municipal Code pertaining to City Parks and Trails. (10 min.)
- i. Review agenda item 16: Proposed Resolution R16-26 forming an ad hoc committee to advise the Council on the issue of park design. (10 min.)
- j. Council business. (2 min.)

~~~~~  
In compliance with the Americans Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Offices at 801-825-1477 at least 48 hours in advance of the meeting.

#### CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Syracuse City limits on this 5<sup>th</sup> day of May, 2016 at Syracuse City Hall on the City Hall Notice Board and at <http://www.syracuseut.com/>. A copy was also provided to the Standard-Examine on May 5, 2016.

CASSIE Z. BROWN, CMC  
SYRACUSE CITY RECORDER



# COUNCIL AGENDA

May 10, 2016

Agenda Item #b                      Discussion and review of Syracuse City utility bill.

## **Factual Summation**

- Any question regarding this agenda item may be directed at City Finance Director Stephen Marshall or City Manager Brody Bovero.
- This item was added to the agenda for review at the request of the City Council.

## **Background**

- The City currently has a utility bill that collects all city utilities and the North Davis Sewer District utility.
- The City Council has shown interest in modifying the utility bill to show it as a dual bill and to add the North Davis Sewer District logo to the bill.
- Here are some options that we are looking at:
  - Option 1: - Change description on utility line to say North Davis Sewer District.
  - Option 2: - Put an \* next to the sewer charge and have a box below that has the NDSB logo and have it say something like “North Davis Sewer District charges. For questions please call 801-825-0712.”
  - Option 3: - Split the top of the bill to have a dual bill with both logos. It could say something like “Syracuse City and North Davis Sewer district combined bill”. You could put the NDSB logo to the right of the wording.
- We have provided an example of a revised utility bill for your review. This is only a draft and could be changed and modified as the council wishes.



Syracuse City Corporation  
 1979 West 1900 South  
 Syracuse, Utah 84075  
 Phone: 801-825-1477

Office Hours  
 8 a.m. to 5 p.m. Weekdays

|                                     |                 |
|-------------------------------------|-----------------|
| Due Date                            | <b>05/25/16</b> |
| Account No.                         | 5.2.045.03      |
| Service Address:<br>1362 MARILYN DR |                 |

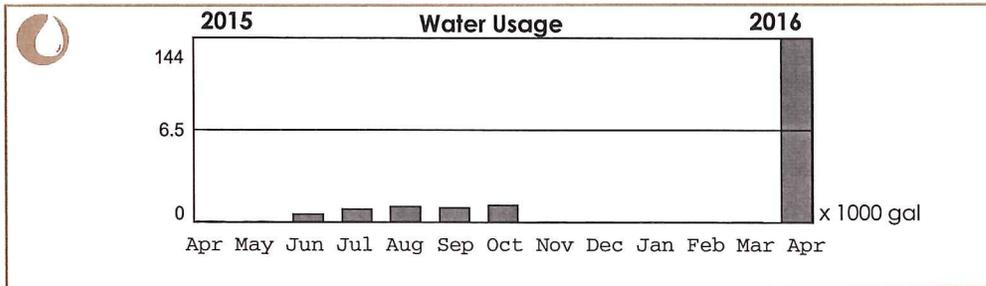


6632 \*\*\*\*\*SCH 3-DIGIT 840  
 BRIAN SIMPSON (L)  
 1212 N 1190 E  
 AMERICAN FORK UT 84003-3518

41

**SHUTOFF DAY: {May 18, 2016}**  
**PAST DUE must be paid by: 5/17/16.**

| Previous Reading | Present Reading | Total Usage |
|------------------|-----------------|-------------|
| 10/07/15 2066    | 04/14/16 2210   | 144         |



| Total Amount                       |               |
|------------------------------------|---------------|
| WATER                              | 248.90        |
| *SEWER                             | 20.80         |
| GARBAGE                            | 9.95          |
| STORM SEWER                        | 4.55          |
| SECONDARY WATER                    | 15.50         |
| PARK MAINT                         | 2.93          |
| STREET LIGHTING                    | 1.32          |
| PENALTY                            | 20.00         |
| <b>CURRENT MONTH TOTAL CHARGES</b> | <b>323.95</b> |
| Prior Period Balance               | 143.10        |
| Adjustments                        | .00           |
| Payments                           | .00           |
| <b>PAY THIS AMOUNT</b>             | <b>467.05</b> |

\*North Davis Sewer District Charges.  
 For questions please call 801-825-0712.

Please plan to join us for our Memorial Day ceremony to be held May 30th at 8:00 am at the Syracuse cemetery.

For your convenience, pay your bill online at [www.syracuseut.com](http://www.syracuseut.com)  
 Payments received after the 25th of the month may not reflect on your next statement.

▲ DETACH HERE ▲

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Syracuse City Corporation  
 1979 West 1900 South  
 Syracuse, Utah 84075  
 Phone: 801-825-1477  
 BRIAN SIMPSON (L)

ACCOUNT NUMBER:  
 5.2.045.03

**SHUTOFF DAY: {May 18, 2016}**  
**PAST DUE must be paid by: 5/17/16.**

|                  |
|------------------|
| Payment Due Date |
| <b>05/25/16</b>  |

|               |
|---------------|
| Amount Due    |
| <b>467.05</b> |

SERVICE ADDRESS: 1362 MARILYN DR

|             |
|-------------|
| Amount Paid |
|             |



Syracuse City Corporation  
 1979 West 1900 South  
 Syracuse, Utah 84075  
 Phone: 801-825-1477

Office Hours  
 8 a.m. to 5 p.m. Weekdays

|                                     |                 |
|-------------------------------------|-----------------|
| Due Date                            | <b>05/25/16</b> |
| Account No.                         | 5.2.045.03      |
| Service Address:<br>1362 MARILYN DR |                 |

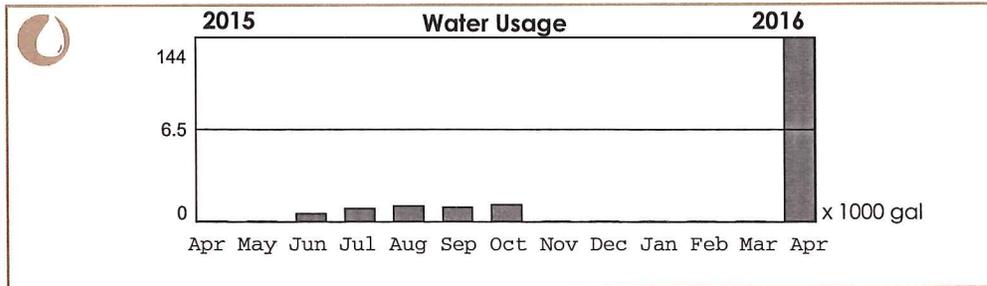


6632 \*\*\*\*\*SCH 3-DIGIT 840  
 BRIAN SIMPSON (L)  
 1212 N 1190 E  
 AMERICAN FORK UT 84003-3518

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|------------------|-----------------|-------------|
| 10/07/15 2066    | 04/14/16 2210   | 144         |



Please plan to join us for our Memorial Day ceremony to be held May 30th at 8:00 am at the Syracuse cemetery.

| Total Amount                       |               |
|------------------------------------|---------------|
| WATER                              | 248.90        |
| *SEWER                             | 20.80         |
| GARBAGE                            | 9.95          |
| STORM SEWER                        | 4.55          |
| SECONDARY WATER                    | 15.50         |
| PARK MAINT                         | 2.93          |
| STREET LIGHTING                    | 1.32          |
| PENALTY                            | 20.00         |
| <b>CURRENT MONTH TOTAL CHARGES</b> | <b>323.95</b> |
| Prior Period Balance               | 143.10        |
| Adjustments                        | .00           |
| Payments                           | .00           |
| <b>PAY THIS AMOUNT</b>             | <b>467.05</b> |

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\*North Davis Sewer District Charges. For questions please call 801-825-0712.

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Syracuse City Corporation  
 1979 West 1900 South  
 Syracuse, Utah 84075  
 Phone: 801-825-1477  
 BRIAN SIMPSON (L)

ACCOUNT NUMBER:  
 5.2.045.03

**SHUTOFF DAY: {May 18, 2016}**  
**PAST DUE must be paid by: 5/17/16.**

|                  |
|------------------|
| Payment Due Date |
| <b>05/25/16</b>  |

|               |
|---------------|
| Amount Due    |
| <b>467.05</b> |

SERVICE ADDRESS: 1362 MARILYN DR

|             |
|-------------|
| Amount Paid |
|             |



Syracuse City Corporation  
 1979 West 1900 South  
 Syracuse, Utah 84075  
 Phone: 801-825-1477

Office Hours  
 8 a.m. to 5 p.m. Weekdays

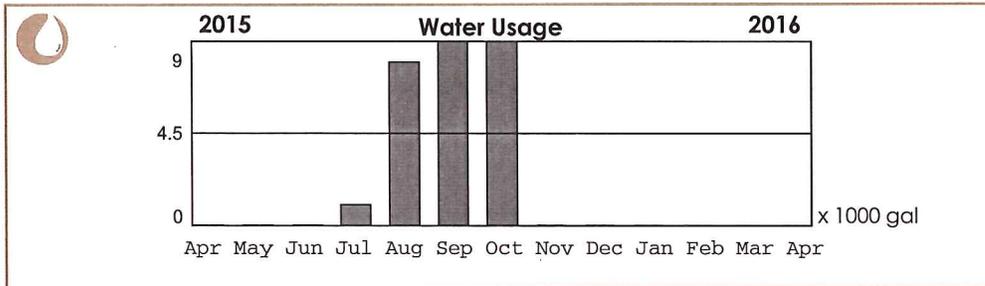
|                                        |                 |
|----------------------------------------|-----------------|
| Due Date                               | <b>05/25/16</b> |
| Account No.                            | 11.1.390.02     |
| Service Address:<br>2364 S ALLISON WAY |                 |



7129 \*\*\*\*\*MIXED AADC 840  
 DLM INVESTMENT TRUST (L)  
 1033 BLUEBIRD LN  
 BAILEY CO 80421-3000

44

| Previous Reading | Present Reading | Total Usage |
|------------------|-----------------|-------------|
| 10/15/15 902     | 0               | 0           |



Please plan to join us for our Memorial Day ceremony to be held May 30th at 8:00 am at the Syracuse cemetery.

| Total Amount                       |              |
|------------------------------------|--------------|
| WATER                              | 16.50        |
| N DAVIS SEWER DISTRICT             | 20.80        |
| GARBAGE                            | 9.95         |
| STORM SEWER                        | 4.55         |
| SECONDARY WATER                    | 15.50        |
| PARK MAINT                         | 2.93         |
| STREET LIGHTING                    | 1.32         |
| GREEN WASTE                        | 6.50         |
| <b>CURRENT MONTH TOTAL CHARGES</b> | <b>78.05</b> |
| Prior Period Balance               | 78.05        |
| Adjustments                        | .00          |
| Payments                           | 78.05CR      |
| <b>PAY THIS AMOUNT</b>             | <b>78.05</b> |
| <b>Direct Pay - Do Not Pay</b>     |              |

For your convenience, pay your bill online at [www.syracuseut.com](http://www.syracuseut.com)  
 Payments received after the 25th of the month may not reflect on your next statement.

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▲ DETACH HERE▲

Syracuse City Corporation  
 1979 West 1900 South  
 Syracuse, Utah 84075  
 Phone: 801-825-1477  
 DLM INVESTMENT TRUST (L)

ACCOUNT NUMBER:  
 11.1.390.02

**Direct Pay - Do Not Pay**

SERVICE ADDRESS: 2364 S ALLISON WAY

|                  |
|------------------|
| Payment Due Date |
| <b>05/25/16</b>  |

|              |
|--------------|
| Amount Due   |
| <b>78.05</b> |

|             |
|-------------|
| Amount Paid |
|             |



SYRACUSE  
EST. CITY 1855

1979 W 1900 S  
Syracuse, Utah 84075  
Phone: 801-825-1477



North Davis Sewer District  
4252 W. 2200 S.  
Syracuse, Utah 84075  
Phone: 801.825.0712

Office Hours  
8 a.m. to 5 p.m. Weekdays

|                                   |                 |
|-----------------------------------|-----------------|
| Due Date                          | <b>04/25/16</b> |
| Account No.                       | 10.4.313.01     |
| Service Address:<br>1314 S 1525 W |                 |

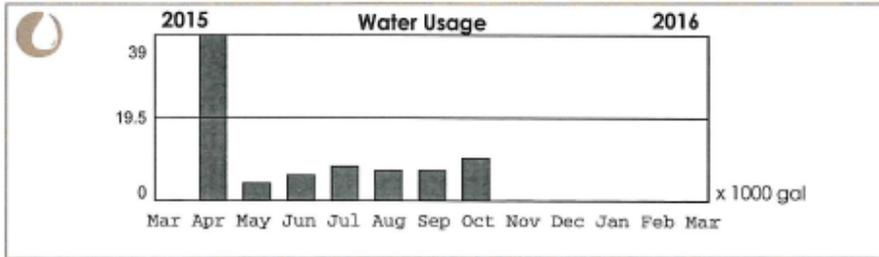


4987 \*\*\*\*\*SCH 5-DIGIT 84016  
John Doe  
1314 S 1525 W  
SYRACUSE UT 84075-9438

21

▲

| Previous Reading | Present Reading | Total Usage |
|------------------|-----------------|-------------|
| 10/14/15 763     | 0               | 0           |



Between October and March, water meters are not read. During that time, residents are billed a flat 8,000 gallons per month. In April, meters are read once again. Water usage above 8,000 gallons a month from Oct-Mar will be added to the May bill. Meters are read from April until October. Please refer to our website for overage rates. The green waste season begins April 1 through November 30. Green waste includes things such as grass clippings, tree and shrubbery trimmings, garden waste and old produce.

| Total Amount                       |              |
|------------------------------------|--------------|
| WATER                              | 16.50        |
| SEWER*                             | 20.80        |
| GARBAGE                            | 17.15        |
| STORM SEWER                        | 4.55         |
| SECONDARY WATER                    | 15.50        |
| PARK MAINT                         | 2.93         |
| STREET LIGHTING                    | 1.32         |
| <b>CURRENT MONTH TOTAL CHARGES</b> | <b>78.75</b> |
| Prior Period Balance               | 78.75        |
| Adjustments                        | .00          |
| Payments                           | 78.75CR      |
| <b>PAY THIS AMOUNT</b>             | <b>78.75</b> |

\* Sewer fee is assessed by the North Davis Sewer District

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Syracuse City Corporation  
1979 West 1900 South  
Syracuse, Utah 84075  
Phone: 801-825-1477

ACCOUNT NUMBER:  
10.4.313.01

JOHN DOE

SERVICE ADDRESS: 1314 S 1525 W

|                  |
|------------------|
| Payment Due Date |
| <b>04/25/16</b>  |

|              |
|--------------|
| Amount Due   |
| <b>78.75</b> |

|             |
|-------------|
| Amount Paid |
|             |



# COUNCIL AGENDA

May 10, 2016

Agenda Item #c                      Discussion and review of Syracuse City purchasing policy.

## **Factual Summation**

- Any question regarding this agenda item may be directed at City Finance Director Stephen Marshall.
- This item was added to the agenda for review at the request of the City Council.

## **Background**

- The City last completed a comprehensive review of the purchasing policy on July 8, 2014. I have attached our latest version of the policy for your review.
- The comprehensive review used the Utah State Auditor's office purchasing policy template as a guide in restructuring the purchasing policy. This document can be found on page 62 in the uniform accounting manual located on the state auditor's website at <http://auditor.utah.gov/wp-content/uploads/sites/6/2014/06/Uniform-Accounting-Manual-2014.pdf>.
- I have also compared our purchasing policy with a few cities around us. They are attached on the next page for your review.

**Syracuse**

**\$0.00 - \$5,000.00**  
No bidding

**\$5000.01 - \$10,000.00**  
3 Telephone bids

**\$10,000.01 - \$25,000.00**  
3 formal bids (mail, fax, or email)

**\$25,000.01 +**  
Competitive sealed bidding

**Clearfield**

**Minimal Purchases**  
Operational or construction no more than \$1,000.00  
Professional services no more than \$25,000.00

**General Purchases**  
Operational or construction no more than \$25,000.00  
Professional services & public works projects no more than \$50,000.00

**Authorized Personnel and authorized amounts**  
supplies and nonprofessional services = need telephone, or written quotations  
Professional services = need to submit qualification to meet needs, w/ amount  
Construction work = need to submit qualification to meet need, w/ amount

Not in Current Budget:

1. Department Heads: Purchases of or contracts paid by the city is less than five thousand dollars (\$5,000.00)
2. City Manager: Purchases of or contracts paid by the city is less than ten thousand dollars (\$10,000.00),
3. City Council: Purchases of or contracts paid by the city is ten thousand dollars (\$10,000.00) or more

In the current budget:

1. Department Heads: Purchases of or contracts paid by the city is less than twenty five thousand dollars (\$25,000.00)
2. City Manager: Purchases of or contracts paid by the city is less than fifty thousand dollars (\$50,000.00)
3. Mayor: Purchases of or contracts paid by the city is fifty thousand dollars (\$50,000.00) or more

**Clinton**

**\$0.00 - \$4,999.99**  
No bidding

**\$5000.00 - \$10,000.00**  
3 bids (informal)

**\$10,000.00 +**  
Formal bidding

**Kaysville**

**\$0.00 to \$5,000.00**  
Open market procedure

**\$5,000.00 to \$15,000.00**  
Review by city manager  
Formal contract possible

**\$15,000.00 +**  
Formal contract procedure

**West Point**

**Material, supplies, & services**  
**Under \$1,000.00**  
No P.O.

**\$1,000.01 - 9,999.99**  
Purchase Order required

**\$10,000.00 +**  
Need Purchase order  
Need 3 Quotes

**Farmington**

**\$0.00 - \$3,000.00**  
May or may not need formal or informal bidding

**\$3,000.00 +**  
Needs Purchase Order

**< \$25,000.00**  
Possible formal bidding (small expenditure)

**> \$25,000.00**  
Formal bidding (Large expenditure)

**Layton**

**\$0.00 - \$2,999.99**  
No purchase order

**\$3,000.00 +**  
Needs Purchase Order  
Needs 3 bids (informal)

Need 3 formal bid when required in City code sect

# **Syracuse City Purchasing Policy**

**Revised July 8, 2014**

**SYRACUSE CITY CORPORATION  
PURCHASING POLICY**

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**SYRACUSE CITY CORPORATION**  
**Purchasing Policy**

*Utah Code* Section 10-6 requires all city purchases and encumbrances be made or incurred according to the purchasing procedures established by the City by ordinance or resolution and only on the order or approval of the person duly authorized to act as a purchasing agent for the City. It is intended that this policy reflect that statute.

***I – GENERAL PROVISIONS***

**Policy**

As outlined by the State of Utah, this policy shall establish procedures for capital and non-capital purchases and annual contracts for the City of Syracuse, Utah. It shall be the responsibility of Department Heads to ensure the directives outlined are adhered to by Syracuse City personnel. It shall be the responsibility of the Finance Director to periodically audit expenditures and make notification of purchasing policy violations.

**Purpose**

The following policy has been created to maximize the use of Syracuse City’s financial resources. The underlying purposes of this policy are:

1. To ensure fair and equitable treatment of all persons who wish to, or do conduct business with Syracuse City.
2. To provide for the greatest possible economy in City procurement activities.
3. To foster effective broad-based competition within the free enterprise system to ensure that the City will receive the best possible service or product at the lowest possible price.

**Compliance**

This policy shall not prevent the City from complying with the terms and conditions of any grant, gift or bequest that is otherwise consistent with the law. When procurement involves the expenditure of federal or state financial assistance funds, the City shall comply with applicable federal or state laws and regulations.

**Purchasing Agent**

Department Heads shall be considered “purchasing agents” for purposes of this policy. As determined by the Department Heads, others within the departments may be authorized to procure goods and services. It shall be the responsibility of the Department Heads to provide a list of individuals authorized to make purchases within the department. The list shall be given to the Finance Director and updated in a timely manner as changes occur.

## **Purchase Orders**

Purchase orders are required for supplies and equipment acquired through the bidding process. Construction projects awarded by the City Council as a result of sealed bids do not require a purchase order.

The intent of a purchase order is to demonstrate to a supplier that the individual with whom he/she is dealing has the authority to make purchases on behalf of the City. It also serves as approval for the Finance Department to disburse funds to pay for the items noted. A purchase order shall be completed and signed *before* a purchase is made. Suppliers shall be instructed that they are not to enter into a transaction with an individual who does not have a purchase order, unless previous arrangements have been made under terms of a contract.

All purchase orders shall be signed by the Department Head. Purchase orders exceeding \$10,000 shall be signed by the City Manager..

## **Other Methods of Approval**

### Payment Voucher

Payment voucher forms are available to authorize the Finance Department to disburse funds for purchases. The types of items for which payment vouchers shall be used are normally items for which invoices are not received. This may include, but not limited to, refunds, publications, and contract services.

### Payment Approval Stamp

The “Approved for Payment” stamp shall be used to authorize payment on invoices for which no purchase order was issued or required. This may include ongoing items such as utility bills, telephone & cellular bills, lease payments, and invoices for supplies purchased under an annual contract.

## **Purchases Exceeding Budgeted Amounts**

Utah State Code prohibits officers and employees of the City from incurring expenditures and encumbrances in excess of the total appropriation for any department. Prior approval for a budget adjustment must be received before a purchase is made for any item which will put a department in violation of the budget. Refer to Syracuse City Personnel Policy for disciplinary action relating to violations of this policy. A “Budget Transfer Request” shall be completed and submitted to the Finance Director after approval from the Department Head and City Manager. Use the budget transfer sheet on page 14.

The term purchases shall be defined by each individual item being purchased or each capital project. If multiple items are being purchased, then the cost of each individual item will be evaluated for purposes of this policy.

## ***II - SOURCE SELECTION AND CONTRACT FORMATION - GENERAL PROVISIONS***

### **Purchases not requiring sealed bids**

1. Purchases costing less than \$5,000 in total shall not require bids of any type. (Purchases shall not be artificially divided so as to constitute a small purchase under this section.)
2. Purchases costing more than \$5,000 but less than \$10,000 in total shall require 3 telephone bids. These bids may be reused as long as the price charged by the vendor remains the same as the price quoted. The price quotation shall be redone when the vendor's price changes or annually, whichever comes first. Use the informal price quotation sheet on page 10.
3. Purchases costing more than \$10,000 but less than \$25,000 in total shall require 3 formal price quotations through mail, fax, or email. Use the formal price quotation sheet on page 11.
4. Purchases made through the cooperative purchasing contracts administered by the State Divisions of Purchasing. The state contract number shall be written on the quotation record.
5. Purchases made from a single-source provider.
6. Purchases required during an emergency, i.e., an eminent threat to the public's health, welfare, or safety. However, as much competition as practical should be obtained; and, such purchases should be limited to amounts necessary to the resolution of the emergency.
7. Auction, Closeout, Bankruptcy Sales – If the purchasing agent determines the supplies, materials or equipment can be purchased at any public auction, closeout sale, bankruptcy sale or other similar sale, and if a majority of the City Council at a regular or special meeting concurs in such determination and makes a finding that a purchase at any such auction or sale will be made at a cost below the market cost in the community, a contract or purchase may be made without complying with the competitive bidding requirements.
8. Exchanges – Exchanges of supplies, material or equipment between the City and any other public agency which are not by sale or auction shall be by mutual agreement of the respective public agencies.
9. Costs associated with repair and maintenance of existing equipment.

## **Purchases Requiring Sealed Bids**

1. Contracts with purchases greater than \$25,000 shall be awarded by competitive sealed bidding except as otherwise provided by this policy. See invitation to bid form on page 12.
2. An invitation for bids shall be issued when a contract is to be awarded by competitive sealed bidding. The invitation shall include a purchase description and all contractual terms and conditions applicable to the procurement. Public notice of the invitation for bids shall be given at least 10 days prior to the date set forth therein for the opening of bids. The notice may include publication in a newspaper of general circulation.

### **Additional requirements to this rule include:**

*Building Improvements and Public Works Projects:* For any building improvement or public works projects where the estimated cost exceeds the bid limit, as defined in Section 11-39-101(1) of the Utah Code, requests for bid shall be published at least twice in a newspaper of general circulation at least five (5) days before the opening of the bids.

*Class C Road Projects:* For the construction of any improvement project on Class C Roads where the estimated cost exceeds the bid limit, as defined in Section 72-6-109 of the Utah Code, advertisement for bids shall be published in a newspaper of general circulation at least once a week for three consecutive weeks before the opening of bids.

3. Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid and any other relevant information, together with the name of each bidder, shall be recorded. The record and each bid shall be open to public inspection.
4. Bids shall be unconditionally accepted without alteration or correction, except as authorized in this policy. Bids shall be evaluated based on the requirements set forth in the invitation for bids. The record and each bid shall be open to public inspection during regular business hours for a period of not less than thirty (30) days after the bid opening.
5. Correction or withdrawal of inadvertently erroneous bids before award, or cancellation of awards or contracts based on such bid mistakes, shall be permitted. After bid opening no changes in bid prices or other provisions of bids prejudicial to the interest of the Syracuse City or fair competition shall be permitted. All decisions to permit the correction or withdrawal of bids or to cancel awards or contracts based on bid mistakes shall be supported by a written determination made by the purchasing agent.
6. The contract shall be awarded with reasonable promptness, by written notice, to the lowest bidder whose bid meets the requirements and criteria set forth in the invitation for bids. If the contract is not awarded within forty-five (45) days, the bids received will be null and the department must re-advertise for bids.

7. Bids that meet or exceed the bid limit as defined in Section 11-39-101(1) of the Utah Code, shall be approved by the Governing Body prior to issuing a notice of award. See notice of award form on page 15.

### **Use of Competitive Sealed Proposals in Lieu of Bids**

When it is determined that the use of competitive sealed bidding is either not practicable or not advantageous to the City, a contract may be entered into by competitive sealed proposals. Competitive sealed proposals are most appropriately used for professional service-type contracts. See the request for proposal form on page 13.

Procedures for obtaining competitive sealed proposals are as follows:

1. Proposals shall be solicited through a request for proposals. Public notice of the request for proposals shall be given at least fourteen (14) days prior to the advertised date of the opening of the proposals.
2. Proposals shall be opened so as to avoid disclosure of contents to competing offerors during the process of negotiation. A register of proposals shall be prepared and shall be open for public inspection after contract award.
3. The request for proposals shall state the relative importance of price and other evaluating factors.
4. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.
5. Award shall be made to the person whose proposal is determined, in writing, to be the most advantageous to the City, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

### **Professional Service Contracts**

Contracts for professional services shall be awarded at the discretion of the City Council and include, but are not limited to, the following services: architectural, auditing, banking, construction project management, engineering, insurance, janitorial services, and legal. Contracts shall be awarded based on the evaluation of professional qualifications, service ability, cost of service, and other criteria deemed applicable by the department requesting the professional service. These services are qualification-based procurement. Requests for such services should be publicly announced. Contracts should be negotiated by the City based on demonstrated competence at fair and reasonable prices.

### **Cost-Plus-A-Percentage-Of-Cost Contracts**

Subject to the limitations of this section, any type of contract which will promote the best interest of the City may be used, provided that the use of a cost-plus-a-percentage-of-cost contract is prohibited. A cost-reimbursement contract may be used only when a determination is made in writing that such contract is likely to be less costly to the City than any other type or that it is impracticable to obtain the supplies, services, or construction required except under such a contract.

### **Circumstances Justifying Award of Contract Without Competition**

A contract may be awarded for a supply, services, or construction item without competition when the purchasing agent or a designee determines in writing that there is only one source for the required supply, service, or construction item; or the award to a supplier, service provider, or contractor is a condition of a donation that will fund the full cost of the supply, service, or construction item. Sole source may be considered when the required materials are consistent with established city engineering standards or is uniform to all other materials of a like item.

### **Emergency Procurement**

Notwithstanding any other provision of this chapter, when there exists a threat to public health, welfare, or safety under emergency conditions as defined in rules and regulations, the purchasing agent or designee may make or authorize others to make emergency procurements; provided that emergency procurements shall be made with as much competition as practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file.

### **Cancellation and Rejection of Bids**

An invitation for bids, a request for proposals, or other solicitation may be cancelled, or any or all bids or proposals may be rejected, in whole or in part, as may be specified in the solicitation, when it is in the best interest of the City. The reasons shall be made part of the contract file.

### **Required Contract Clauses**

1. The unilateral right of the City to order, in writing, changes in the work within the scope of the contract and changes in the time of performance of the contract that do not alter the scope of the contract work. See change order form or work change directive form on page 16-17.
2. Variations occurring between estimated quantities of work in a contract and actual quantities. See change order form on page 17.
3. Suspension of work ordered by the City. See work change directive form on page 16.

### ***III – SPECIFICATIONS***

All specifications shall seek to promote overall economy and best use for the purpose intended and encourage competition in satisfying the City’s needs, and shall not be unduly restrictive. Where practical and reasonable, and within the scope of this article, Syracuse City and Utah products shall be given preference.

### ***IV – APPEALS***

Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may appeal to the purchasing agent. An appeal shall be submitted in writing within five (5) working days after the aggrieved person knows or should have known of the facts.

The purchasing agent shall issue a written decision within fourteen (14) days regarding the appeal if it is not settled by a mutual agreement. The decision shall state the reasons for the action taken and inform the protestor, contractor, or prospective contractor of the right to appeal to the City Council.

The appeal to the City Council shall be the final appeal on the City level.

### ***V – ETHICS IN PUBLIC CONTRACTING***

No person involved in making procurement decisions may have personal investments in any business entity which will create a substantial conflict between their private interest and their public duties. Any personal interest between the supplier and the decision maker must be disclosed in writing and filed with the Finance Director.

Any person involved in making procurement decisions is guilty of a felony if the person asks, receives, or offers to receive any emolument, gratuity, contribution, loan or reward, or any promise thereof, either for the person’s own use or the use or benefit of any other person or organization from any person or organization interested in selling to the City.

# INFORMAL COMPETITIVE PRICE QUOTATION RECORD

Department: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Item Description: \_\_\_\_\_

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Quantity: \_\_\_\_\_ Date Needed: \_\_\_\_\_

| Vendor | Phone # | Person Contacted | Price Quote |
|--------|---------|------------------|-------------|
|        |         |                  |             |
|        |         |                  |             |
|        |         |                  |             |
|        |         |                  |             |

Notes: \_\_\_\_\_

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Complete when using State bid:

Contract Number \_\_\_\_\_

Vendor \_\_\_\_\_

Effective Dates of Contract: \_\_\_\_\_ through \_\_\_\_\_

Signature of Purchasing Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**SYRACUSE CITY CORPORATION**  
**REQUEST FOR QUOTATION**  
(THIS IS NOT AN ORDER)

Please include this sheet as the cover for your price quote. Mark price quote as follows:

Mail / Hand Deliver / Fax to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Quotes will be accepted until: (date) \_\_\_\_\_ (time) \_\_\_\_\_

Description of item(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Specify Name Brand of Item: \_\_\_\_\_

Quote Price, FOB Syracuse, Utah: \_\_\_\_\_

Approximate Delivery Date: \_\_\_\_\_

Payment Terms: \_\_\_\_\_

Price Quote Honored Through: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Variations to Specifications (attach additional sheets if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Syracuse City reserves the right to accept or reject this quote, or any portion thereof, and call for new quotes if their interests or convenience are better served by such a course.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SYRACUSE CITY CORPORATION**  
**INVITATION TO BID**  
(THIS IS NOT AN ORDER)

Please include this sheet as the cover for your bid. Mark sealed bids as follows:

Mail / Hand Deliver to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bids will be accepted until: (date) \_\_\_\_\_ (time) \_\_\_\_\_

Description of item(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Specify Name Brand of Item: \_\_\_\_\_

Bid Price, FOB Syracuse, Utah: \_\_\_\_\_

Approximate Delivery Date: \_\_\_\_\_

Payment Terms: \_\_\_\_\_

Bid Price Honored Through: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Variations to Specifications (attach additional sheets if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Syracuse City reserves the right to accept or reject this bid, or any portion thereof, and call for new bids if their interests or convenience are better served by such a course.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SYRACUSE CITY CORPORATION**  
**REQUEST FOR PROPOSAL**  
(THIS IS NOT A REQUEST FOR SERVICES)

Please include this sheet as the cover for your proposal. Mark proposals as follows:

Mail / Hand Deliver to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposals will be accepted until: (date) \_\_\_\_\_ (time) \_\_\_\_\_

Description of service(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Specify Services Provided: \_\_\_\_\_

Proposal Price: \_\_\_\_\_

Time Period of Services: \_\_\_\_\_

Payment Terms: \_\_\_\_\_

Proposal Honored Through: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Additional Comments (attach additional sheets if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Syracuse City reserves the right to accept or reject this proposal, or any portion thereof, and call for new proposals if their interests or convenience are better served by such a course.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SYRACUSE CITY  
BUDGET TRANSFER**

Requesting Department \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Within Department

\_\_\_\_\_ To Another Department (Requires Council Approval)

Explanation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

GL Account

Amount

Budget Transfer to:

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Budget Transfer from:

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Vendor Name: \_\_\_\_\_

Invoice Number: \_\_\_\_\_ PO Number \_\_\_\_\_

Departmental Approval: \_\_\_\_\_

City Administrator Approval: \_\_\_\_\_

Budget Officer Approval: \_\_\_\_\_

# Notice of Award

Date: \_\_\_\_\_

|                                  |                       |
|----------------------------------|-----------------------|
| Project:                         |                       |
| Owner: Syracuse City Corporation | Owner's Contract No.: |
| Contract:                        |                       |
| Bidder:                          |                       |
| Bidder's Address:                |                       |
|                                  |                       |
|                                  |                       |

You are notified that your Bid dated \_\_\_\_\_ for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for \_\_\_\_\_.

The Contract Price of your Contract is \_\_\_\_\_ (\$\_\_\_\_\_).

\_\_\_\_\_ copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

\_\_\_\_\_ sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within [15] days of the date you receive this Notice of Award.

1. Deliver to the Owner [\_\_\_\_\_] fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract security [Bonds] as specified in the Instructions to Bidders (Article 20), General Conditions (Paragraph 5.01), and Supplementary Conditions (Paragraph SC-5.01).
3. Other conditions precedent:  
\_\_\_\_\_

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

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

\_\_\_\_\_  
Owner  
By: \_\_\_\_\_  
Authorized Signature  
\_\_\_\_\_  
Title



## Change Order No. \_\_\_\_\_

|                   |        |                       |
|-------------------|--------|-----------------------|
| Date of Issuance: |        | Effective Date:       |
| Project:          | Owner: | Owner's Contract No.: |
| Contract:         |        | Date of Contract:     |
| Contractor:       |        |                       |

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description:

**Attachments (list documents supporting change):**

| CHANGE IN CONTRACT PRICE:                                                                               | CHANGE IN CONTRACT TIMES:                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Original Contract Price:<br><br>\$ _____                                                                | Original Contract Times: <input type="checkbox"/> Workingdays <input type="checkbox"/> Calendar days<br>Substantial completion (days or date): _____<br>Ready for final payment (days or date): _____ |
| [Increase] [Decrease] from previously approved<br>Change Orders No. _____ to No. _____:<br><br>\$ _____ | [Increase] [Decrease] from previously approved Change Orders<br>No. _____ to No. _____:<br>Substantial completion (days): _____<br>Ready for final payment (days): _____                              |
| Contract Price prior to this Change Order:<br><br>\$ _____                                              | Contract Times prior to this Change Order:<br>Substantial completion (days or date): _____<br>Ready for final payment (days or date): _____                                                           |
| [Increase] [Decrease] of this Change Order:<br><br>\$ _____                                             | [Increase] [Decrease] of this Change Order:<br>Substantial completion (days or date): _____<br>Ready for final payment (days or date): _____                                                          |
| Contract Price incorporating this Change Order:<br><br>\$ _____                                         | Contract Times with all approved Change Orders:<br>Substantial completion (days or date): _____<br>Ready for final payment (days or date): _____                                                      |

|                                                                                                                                            |                                                                              |                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| <b>RECOMMENDED:</b><br>By: _____<br>Engineer (Authorized Signature)<br>Date: _____<br>Approved by Funding Agency (if applicable):<br>_____ | <b>ACCEPTED:</b><br>By: _____<br>Owner (Authorized Signature)<br>Date: _____ | <b>ACCEPTED:</b><br>By: _____<br>Contractor (Authorized Signature)<br>Date: _____<br><br>Date: _____ |
|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|



# CITY COUNCIL AGENDA

May 10th, 2016

Agenda Item "d.i"      Criddle Farms Preliminary Subdivision Plat - 4000 W. 1200 S.

### ***Factual Summation***

Please review the following information. Any questions regarding this agenda item may be directed at Noah Steele, Development Services Manager.

|                                        |                            |
|----------------------------------------|----------------------------|
| Current Zoning:                        | PRD                        |
| Annexation/Concept Plan Date:          | 12/10/13                   |
| Total Area:                            | 20.061 Acres               |
| Development Agreement Density Allowed: | 6.7 units/acre (134 units) |
| Concept Plan # of Lots:                | 99 lots                    |
| Preliminary Plan # Lots:               | 101 lots                   |

### ***PC Action***

4/05/16 - 8:26 PM

COMMISSIONER JENSEN MADE A MOTION TO TABLE THE PRELIMINARY SUBDIVISION PLAN FOR CRIDDLE FARMS SOUTH TO ADDRESS THE STATED CONCERNS. (Open Space, Trail location)

4/19/16 -7:44 PM

COMMISSIONER JENSEN MADE A MOTION TO DENY THE PRELIMINARY SITE PLAN APPROVAL FOR CRIDDLE FARMS SOUTH AND RECOMMEND DENIAL TO THE CITY COUNCIL BASED ON THE FACT THAT SPECIFICALLY IT DOES NOT ADEQUATELY MEET THE REQUIREMENTS IN 10.75.040 ADDITIONAL LOT STANDARDS RELATING TO TREES AND LANDSCAPING TO BREAK UP THE LOOK OF THE DEVELOPMENT WITH THE FINDING ADDITIONALLY THAT THE OPEN SPACE AND COMMON SPACE IS NOT OF HIGH ENOUGH QUALITY FOR THE DEVELOPMENT. COMMISSIONER THORSON SECONDED THE MOTION.

7:48 PM

VOTE ON MOTION: ALL WERE IN FAVOR EXCEPT CHAIRMAN VAUGHN WHO VOTED NAY. MOTION CARRIED WITH A 4 TO 1 MAJORITY VOTE. COMMISSIONER VAUGHAN STATED HE VOTED NAY FOR REASONS BEING BELIEVES THEY HAVE MET ALL THE CONDITIONS. COMMISSIONER JENSEN STATED IT IS ULTIMATELY UP TO CITY COUNCIL IN ANY CASE.

### ***Summary***

This property was annexed into the city with a development agreement. The agreement determines the max density, housing type (single family), open space, trail, and concept plan. Nevertheless, the project is required to go through the preliminary and final subdivision process during which modifications to the plan can be made as required by ordinance. Please review the attached documents for additional detail.

### ***Attachments:***

- Aerial Map
- Development Agreement
- Preliminary Plan
- Staff Reviews
- PRD zoning ordinance



AGREEMENT FOR THE ANNEXATION AND DEVELOPMENT OF LAND BETWEEN  
SYRACUSE CITY AND WILLIAM CRIDDLE FARMS, LLC  
(Approximately 1200 South 4000 West)

THIS AGREEMENT for the development of land (hereinafter referred to as this “Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2013, between SYRACUSE CITY, a municipal corporation of the State of Utah (hereinafter referred to as “City”), and WILLIAM CRIDDLE FARMS, LLC (hereinafter referred to as “Owner”). City and Owner collectively referred to as the “Parties” and separately as “Party”.

**RECITALS**

WHEREAS, in furtherance of the objectives of the Syracuse City General Plan, City has considered an application for an annexation of property into the City and zone change therefore from the present zoning to PRD (Planned Residential Development), of said property, located at approximately 1200 South 4000 West on the west side of 4000 West in Syracuse City (hereinafter the “Subject Area”); and

WHEREAS, the total area proposed for annexation and rezone is contained in the Subject Area which consists of approximately 20.61 acres and is described in Exhibit “A” which is attached hereto and incorporated by this reference; and

WHEREAS, Owner is the Owner of the Subject Area and has presented a proposal for development of the Subject Area to the City, which provides for development in a manner consistent with the overall objectives of Syracuse City’s General Plan; and

WHEREAS, Parties desire to enter into this Agreement to provide for the annexation, and for the rezoning of the Subject Area, in a manner consistent with the overall objectives of the City’s General Plan and the intent reflected in that Plan; and

WHEREAS, City is willing to annex, and to grant PRD zoning approval for the Subject Area, subject to Owner agreeing to certain limitations and undertakings described herein, which Agreement will provide protection for the Subject Area and the surrounding properties and will enable the City Council to consider the approval of such development at this time; and

WHEREAS, City believes that entering into this Agreement with Owner is in the vital and best interest of the City and the health, safety, and welfare of its residents.

NOW, THEREFORE, each of the Parties hereto, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree as follows:

**ARTICLE I  
DEFINITIONS**

The following terms have the meaning and content set forth in this Article I, wherever used in this Agreement:

1.1 “City” shall mean Syracuse City, a body corporate and politic of the State of Utah. The principal office of City is located at 1979 West 1900 South, Syracuse, Utah 84075.

1.2 “Owner” shall mean WILLIAM CRIDDLE FARMS, LLC. The principal mailing addresses for Owner is listed in paragraph 7.2.

1.3 “Subject Area” shall have the meaning set forth in the Recitals accompanying hereto.

## ARTICLE II CONDITIONS PRECEDENT

2.1 This Agreement shall not take effect until City has approved this Agreement pursuant to a resolution of the Syracuse City Council.

2.2 Owner agrees to restrict the uses permitted under a PRD zoning designation and as set forth in this Agreement.

## ARTICLE III CITY’S UNDERTAKINGS

3.1 Subject to the satisfaction of the conditions set forth in Section 2.2 and Article II, City shall approve the annexation of the Subject Area, and the rezone of the Subject Area from its present zoning to PRD, with an effective date of no sooner than the effective date and adoption of this Agreement by the City Council. Any annexation or zoning amendment shall occur upon a finding by the City Council that it is in the best interest of the health, safety and welfare of the citizens of Syracuse City to make such a change at this time.

3.2 The proposed zoning change is as reflected on Exhibit “A.”

## ARTICLE IV OWNER’S UNDERTAKINGS

4.1 Conditioned upon City’s performance of its undertakings set forth in Article III with regard to the annexation and to the zoning change of the Subject Property, and provided Owner has not terminated this Agreement pursuant to Section 7.8, Owner agrees to the following:

- 1) Zoning- Development of the property designated for PRD zoning, once zoned PRD, shall comply with all applicable City rules, regulations and codes and the provisions of this Agreement.
- 2) Density- The Subject Area shall be limited to no greater than 6.7 units per acre.
- 3) Single Family Units- All units within the subject area shall be single family detached homes.
- 4) Open Space- Development of the proposed property shall contain no less than fifty percent (50%) open space. No less than twenty percent (20%) of said open space shall be improved with amenities. The type of amenities will be addressed during the development process and may be included in a development agreement.
- 5) Trail System- A trail system shall be included in the development and shall connect to any existing or future trails on properties abutting the Subject Area. Specifically the subject area shall have two trail connections on the south portion of the Subject Area on 1200 South and a future connection to the Emigrant Trail to the north of the Subject Area.
- 6) Conceptual Plan- The development of the Subject Area shall be substantially similar to the Conceptual Rendering that is attached hereto as Exhibit “B” and incorporated by this reference. During the development process amendments to the conceptual rendering may be necessary to accommodate matters such as changes to infrastructure design and layout for engineering purposes or slight adjustments to open space to enhance usability and connectivity.

- 7) Development Agreement- The Parties agree to be bound by the all City rules, regulations, and codes, this Agreement. Additionally, before development may begin the Parties shall enter into a development agreement. The development agreement may address any matters contained in this Agreement as well as matters such as architectural style, use and maintenance of open space and trails, home owners' association, street cross sections, landscaping and any other matters relating to the development of the Subject Area.
- 8) These enumerations are not to be construed as approvals thereof, as any required approval process must be pursued independent hereof.
- 9) Owner agrees to limit development to the uses allowed in the PRD zone and this Agreement on all properties within the Subject Area, and if other uses are desired, Owner agrees to seek amendment of this Agreement before pursuing the development of those uses. The City may but under no circumstances shall the City be required to amend this Agreement.
- 10) Any conflict between the provisions of this Agreement and the City's codified requirements shall be resolved in favor of the more strict requirement unless expressly waived by the City Council.

**ARTICLE V**  
**GENERAL REQUIREMENTS AND RIGHTS OF CITY**

5.1 Issuance of Permits - Owner. Owner, or its assignee, shall have the sole responsibility for obtaining all necessary building permits in connection with Owner's Undertakings and shall make application for such permits directly to the Syracuse City Community Development Department and other appropriate departments and agencies having authority to issue such permits in connection with the performance of Owner's Undertakings. City shall not unreasonably withhold or delay the issuance of its permits.

5.2 Completion Date. The Owner shall, in good faith, reasonably pursue completion of the development. Each phase or completed portion of the project must independently meet the requirements of this Agreement and the City's ordinances and regulations, such that it will stand alone, if no further work takes place on the project.

5.3 Access to the Subject Area. For the purpose of assuring compliance with this Agreement, so long as they comply with all safety rules of Owner and its contractor, representatives of City shall have the right of access to the Subject Area without charges or fees during the period of performance of Owner's Undertakings. City shall indemnify, defend and hold Owner harmless from and against all liability, loss, damage, costs or expenses (including attorneys' fees and court costs) arising from or as a result of the death of a person or any accident, injury, loss or damage caused to any person, property or improvements on the Subject Area arising from the negligence or omissions of City, or its agents or employees, in connection with City's exercise of its rights granted in this paragraph.

**ARTICLE**  
**VI**  
**REMEDIES**

6.1 Remedies for Breach. In the event of any default or breach of this Agreement or any of its terms or conditions, the defaulting Party or any permitted successor to such Party shall, upon written notice from the other, proceed immediately to cure or remedy such default or breach, and in

any event cure or remedy the breach within thirty (30) days after receipt of such notice. In the event that such default or breach cannot reasonably be cured within said thirty (30) day period, the Party receiving such notice shall, within such thirty (30) day period, take reasonable steps to commence the cure or remedy of such default or breach, and shall continue diligently thereafter to cure or remedy such default or breach in a timely manner. In case such action is not taken or diligently pursued, the aggrieved Party may institute such proceedings as may be necessary or desirable in its opinion to:

6.1.1 cure or remedy such default or breach, including, but not limited to, proceedings to compel specific performance by the Party in default or breach of its obligations; and

6.1.2 If the remedy of reversion is pursued, the defaulting Owner agrees not to contest the reversion of the zoning on undeveloped portions of the Subject Area, by the City Council to the previous zoning on the property, and hereby holds the City harmless for such reversion.

6.2 Enforced Delay Beyond Parties' Control. For the purpose of any other provisions of this Agreement, neither City nor Owner, as the case may be, nor any successor in interest, shall be considered in breach or default of its obligations with respect to its construction obligations pursuant to this Agreement, in the event the delay in the performance of such obligations is due to unforeseeable causes beyond its fault or negligence, including, but not restricted to, acts of God or of the public enemy, acts of the government, acts of the other Party, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes or unusually severe weather, or delays of contractors or subcontractors due to such causes or defaults of contractors or subcontractors. Unforeseeable causes shall not include the financial inability of the Parties to perform under the terms of this Agreement.

6.3 Extension. Any Party may extend, in writing, the time for the other Party's performance of any term, covenant or condition of this Agreement or permit the curing of any default or breach upon such terms and conditions as may be mutually agreeable to the Parties; provided, however, that any such extension or permissive curing of any particular default shall not operate to eliminate any other obligations and shall not constitute a waiver with respect to any other term, covenant or condition of this Agreement nor any other default or breach of this Agreement.

6.4 Rights of Owner. In the event of a default by Owner's assignee, Owner may elect, in its discretion, to cure the default of such assignee; provided, Owner's cure period shall be extended by thirty (30) days.

## **ARTICLE VII GENERAL PROVISIONS**

7.1 Successors and Assigns of Owner. This Agreement shall be binding upon Owner and its successors and assigns, and where the term "Owner" is used in this Agreement it shall mean and include the successors and assigns of Owner, except that City shall have no obligation under this Agreement to any successor or assign of Owner not approved by City. Notwithstanding the foregoing, City shall not unreasonably withhold or delay its consent to any assignment or change in Ownership (successor or assign of Owner) of the Subject Area. Upon approval of any assignment by City, or in the event Owner assign all or part of this Agreement to an assignee, Owner shall be relieved from further obligation under that portion of the Agreement for which the assignment was made and approved by City.

7.2 Notices. All notices, demands and requests required or permitted to be given under this Agreement (collectively the “Notices”) must be in writing and must be delivered personally or by nationally recognized overnight courier or sent by United States certified mail, return receipt requested, postage prepaid and addressed to the Parties at their respective addresses set forth below, and the same shall be effective upon receipt if delivered personally or on the next business day if sent by overnight courier, or three (3) business days after deposit in the mail if mailed. The initial addresses of the Parties shall be:

To Owner: WILLIAM CRIDDLE FARMS, LLC  
1455 South 1000 West  
Clearfield, Utah 84015  
Attn: Con Wilcox, Managing Member

To City: SYRACUSE CITY  
CORPORATION 1979 West 1900  
South  
Syracuse, Utah 84075  
Attn: City Manager

Upon at least ten (10) days’ prior written notice to the other Party, either Party shall have the right to change its address to any other address within the United States of America

If any Notice is transmitted by facsimile or similar means, the same shall be deemed served or delivered upon confirmation of transmission thereof, provided a copy of such Notice is deposited in regular mail on the same day of such transmission.

7.3 Third Party Beneficiaries. Any claims of third party benefits under this Agreement are expressly denied, except with respect to permitted assignees and successors of Owner.

7.4 Governing Law. It is mutually understood and agreed that this Agreement shall be governed by the laws of the State of Utah, both as to interpretation and performance. Any action at law, suit in equity, or other judicial proceeding for the enforcement of this Agreement or any provision thereof shall be instituted only in the courts of the State of Utah.

7.5 Integration Clause. This document constitutes the entire agreement between the Parties and may not be amended except in writing, signed by the City and the Owner.

7.6 Exhibits Incorporated. Each Exhibit attached to and referred to in this Agreement is hereby incorporated by reference as though set forth in full where referred to herein.

7.7 Attorneys’ Fees. In the event of any action or suit by a Party against the other Party for reason of any breach of any of the covenants, conditions, agreements or provisions on the part of the other Party arising out of this Agreement, the prevailing Party in such action or suit shall be entitled to have and recover from the other Party all costs and expenses incurred therein, including reasonable attorneys’ fees.

7.8 Termination. Except as otherwise expressly provided herein, the obligation of the Parties shall terminate upon the satisfaction of the following conditions:

7.8.1 With regard to Owner’s Undertakings, performance of Owner of Owner’s Undertakings as set forth herein.

7.8.2 With regard to City's Undertakings, performance by City of City's Undertakings as set forth herein.

Upon an Owner's request (or the request of Owner's assignee), the other Party agrees to enter into a written acknowledgment of the termination of this Agreement, or part thereof, so long as such termination (or partial termination) has occurred.

7.9 Recordation. This Agreement will be recorded in the Davis County Recorder's Office.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives effective as of the day and year first above written.

SYRACUSE CITY CORPORATION,

By: \_\_\_\_\_  
JAMIE NAGLE, Mayor

**ATTEST:**

By: \_\_\_\_\_  
CASSIE BROWN, City Recorder

Signed by

\_\_\_\_\_  
CON LAYNE WILCOX  
Managing Member, William Criddle  
Farms, LLC

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary

Signed by

\_\_\_\_\_  
G. DOUGLAS WILCOX  
Managing Member, William Criddle  
Farms, LLC

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_

**EXHIBIT "A"**

Legal Description of Wilcox property located at approximately 4000 West Street and  
1200 South Street

Beginning at the East Quarter Corner of Section 7, Township 4 North, Range 2 West,  
Salt Lake Base and Meridian, and running;

Thence North  $89^{\circ}57'53''$  West 662.87 feet along the quarter section line to the mid-point of  
the south line of the Southeast Quarter of the Northeast Quarter of said Section 7;

Thence North  $0^{\circ}14'27''$  East 1317.95 feet along the north/southline dividing the Southeast  
Quarter of the Northeast Quarter of said Section 7 into aliquot parts to the mid-point of the  
north line of the Southeast Quarter of the Northeast Quarter of said Section 7;

Thence North  $89^{\circ}58'20''$  East 662.83 feet along the north line of the Southeast Quarter of  
the Northeast Quarter of said Section 7 to the section line, being the mid-point of the east  
line of the Northeast Quarter of said Section 7;

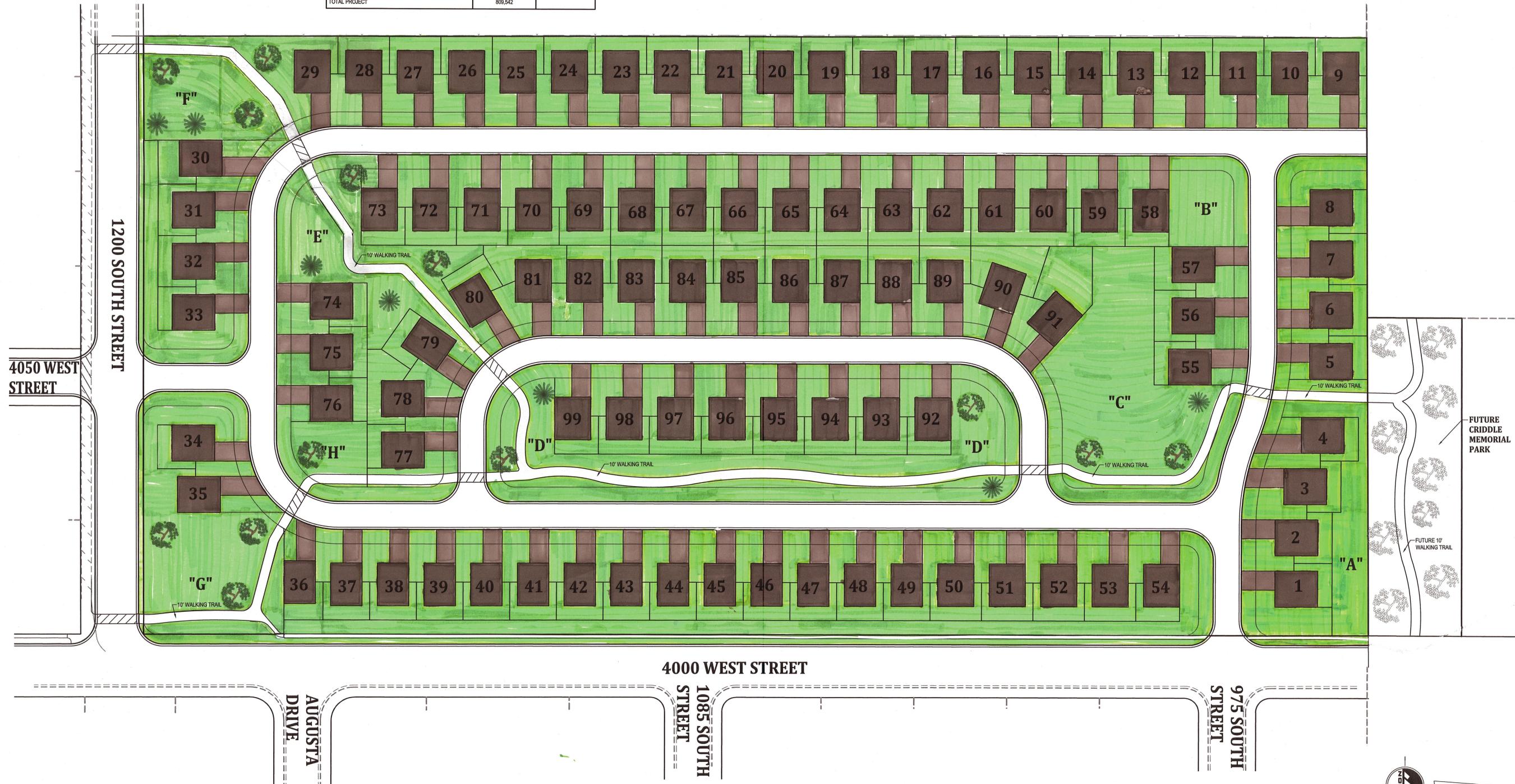
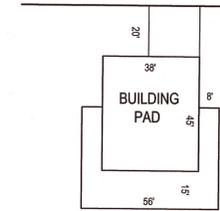
Thence South  $0^{\circ}14'20''$  West 1318.69 feet along the section line to the point of beginning.

Contains 873,844 square feet, 20.061 acres.

| LAND USE PERCENTAGE           |          |         |
|-------------------------------|----------|---------|
| USE                           | SQ.FT.   | PERCENT |
| SINGLE FAMILY RESIDENTIAL PAD | 169,290  | 29.36%  |
| COMMON AREA (PARCELS A-H)     | 130,420  | 22.62%  |
|                               | A 10,331 |         |
|                               | B 5,410  |         |
|                               | C 29,810 |         |
|                               | D 26,346 |         |
|                               | E 17,771 |         |
|                               | F 17,141 |         |
|                               | G 18,634 |         |
|                               | H 4,977  |         |
| COMMON AREA (FRONT/SIDE)      | 152,886  | 26.51%  |
| LIMITED COMMON ARE (BACKSIDE) | 124,100  | 21.52%  |
| NET ACREAGE (LESS ROADS)      | 576,696  | 100.00% |
| PUBLIC ROADS                  | 232,848  |         |
| TOTAL PROJECT                 | 809,542  |         |

| LAND AREA TABLE                        |              |
|----------------------------------------|--------------|
| TOTAL PROJECT                          | 18.585 ACRES |
| NET ACREAGE (20% REDUCTION FOR ROADS)  | 14.868 ACRES |
| UNITS PER ACRE CALCULATION             |              |
| ALLOWABLE DENSITY (8 UNITS PER ACRE)   | 119 UNITS    |
| ACTUAL DENSITY - (6.66 UNITS PER ACRE) | 99 UNITS     |

**SINGLE FAMILY RESIDENTIAL PAD DETAIL**



**LAYTON**  
1485 West Hillfield Rd. Suite 204  
Layton UT 84041  
Phone: 801.547.1100  
Fax: 801.593.6315

**SALT LAKE CITY**  
Phone: 801.255.0529

**TOOELE**  
Phone: 435.843.3590

**CEDAR CITY**  
Phone: 435.865.1453

**RICHFIELD**  
Phone: 435.590.0187

WWW.ENSIGNUTAH.COM

FOR:  
WILCOX FARMS  
1455 SOUTH 1000 WEST  
CLEARFIELD, UT 84015

CONTACT:  
CON WILCOX  
PHONE: 801-000-0000  
FAX:

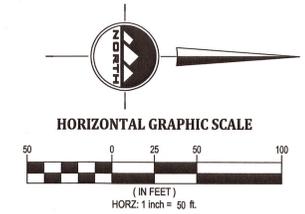
**CRIDDLE FARMS P.R.D.**

700 SOUTH 4000 WEST  
SYRACUSE, UTAH

| NO. | DATE | REVISION   | BY |
|-----|------|------------|----|
| 1   |      | FOR REVIEW |    |
| 2   |      |            |    |
| 3   |      |            |    |
| 4   |      |            |    |
| 5   |      |            |    |
| 6   |      |            |    |
| 7   |      |            |    |
| 8   |      |            |    |

**CONCEPT PLAT**

PROJECT NUMBER: L2101A  
DATE: 12/31/13  
DRAWN BY: A.SHELBY  
CHECKED BY: K.RUSSELL  
PROJECT MANAGER: K.RUSSELL



# Preliminary Plan

| Land Use Percentage        |         |         |
|----------------------------|---------|---------|
| Use                        | SQ. FT. | Percent |
| Single Family Pad          | 172,710 | 33%     |
| Common Space (Parcels A-F) | 154,257 | 29%     |
| parcel a                   | 28,345  |         |
| parcel b                   | 23,475  |         |
| parcel c                   | 20,581  |         |
| parcel d                   | 44,674  |         |
| parcel e                   | 22,468  |         |
| parcel f                   | 14,714  |         |
| Open Space (Frontside)     | 154,237 | 29%     |
| Open Space (Backside)      | 136,350 | 26%     |
| Net Area (Less Roads)      | 524,839 | 100%    |
| Public Roads               | 305,485 |         |
| Total Project              | 830,324 |         |

| Land Area Table                        |        |
|----------------------------------------|--------|
| Total Project (Acres)                  | 19.06  |
| Net Acreage (Less Roads in Acres)      | 12     |
| Units per acre calculations            |        |
| Allowable Density (6.7 units per acre) | 127.71 |
| Actual Density (5.30 units per acre)   | 101    |



# Memorandum

**To:** Noah Steele  
**CC:**  
**From:** Focus Engineering and Surveying  
**Date:** 3/31/2016  
**Re:** Preliminary Review Comments Response

---

## Engineering

### Plat:

Submit a plat with final approval.

a. **Noted:**

### Plans:

Sewer and land drain mains need to be extended to serve lots 73, 75 and 76.

**Corrected.**

Keep all utilities in the same location throughout all roads.

**Corrected.**

All existing irrigation turnouts and ditches serving the developed property shall be abandoned per Hooper Irrigation standards. Any existing irrigation mains

**Noted on the plans.**

1200 South Street will need to be fully improved to the collector cross section including culinary and secondary waterlines stubbed to the west boundary of the property.

**This has been added to the plans per our meeting on 3/28/16**

The trail must be 10' wide throughout the property with a public easement. All trail crossing shall have ADA ramps meeting current standards with 10' wide detectable panels.

Verify adequate hydrant spacing with the fire department.

**Noted.**

Move the catch basin in front of Lot 38 south so it is not in the middle of a driveway and add a catch basin on the east side of the street.

**Corrected.**

All hydrants shall be installed short side.

**Corrected**

Add an eclipse 88 sampling station on the west side of lot 49 and the west side of lot 22

**Corrected.**

Add inline culinary and secondary valves in front of lot 40.

**Corrected.**

Consult with planning for the trail alignment.

**Trail has been moved according the planning department recommendations.**

Add a street light at both 1200 South intersections.

**Corrected.**

## Planning

Provide approximate Address, Section, Township, and Range on plat

Corrected.

Provide the appropriate number of phases and phasing lines

Phasing has been added.

Replace “Improved Open Space” label with “Common Space”

Corrected.

Clarify if Parcel F was counted as open space and when it will be improved

Corrected.

Giant trees on parcel “F” should be preserved

Concur.

Provide location of existing open ditch/ canal locations and plans to cover if any.

Added.

Please clarify which road cross section will be applied to each proposed road

Corrected.

A stub road is recommended through the location of lot 28 and 29 in line with 1975.

A stub road will be done with the North Property that will better suit east-west traffic.

An additional development agreement is required to address building elevations, landscape plan, amenity details, fencing, phasing, and road improvements. To be completed by final.

Noted.

Explore the relocation of the trail to the east edge of development.

Trail has been moved according to recommendations.

Lots 49 to 53 and 88-95 are double frontage

These lots do not have any frontage on 4000 West. Parcel B will provide a buffer.

PRD next to Agriculture requires buffer “A”.

Noted.

## Fire Department

All hydrants shall be placed with the 4 ½” connection facing the point of access for Fire Department Apparatus. Number and distribution of hydrants shall be spaced according to table C105.1 of the 2012 IFC. Lots 10, 11, 12, and 13 exceed the maximum distance from any point on street frontage to a hydrant. An additional hydrant will be needed.

An additional hydrant has been added.

## Chapter 10.75 PRD – PLANNED RESIDENTIAL DEVELOPMENT

### Sections:

- [10.75.010](#) Purpose.
- [10.75.020](#) Permitted uses.
- [10.75.030](#) Conditional uses.
- [10.75.040](#) Minimum lot standards.
- [10.75.050](#) Development plan and agreement requirements.
- [10.75.060](#) Design standards.
- [10.75.070](#) Street design.
- [10.75.080](#) Off-street parking and loading.
- [10.75.090](#) Signs.

### **10.75.010 Purpose.**

---

The purpose of this [zone](#) is to allow diversification in the relationship of residential [uses](#) to its sites and permit directed flexibility of site design. Further, its intent is to encourage a more efficient [use](#) of the land and the reservation of a greater proportion of [common space](#) for recreational and visual [use](#) than other residential [zones](#) may provide and to encourage a variety of [dwelling units](#) that allow imaginative concepts of neighborhood and housing options and provide variety in the physical development pattern of the City. This will allow the developer to more closely tailor a development project to a specific user group, such as retired persons.

The intent of this [zone](#) is to encourage good neighborhood design while ensuring compliance with the intent of the subdivision and zoning [ordinances](#). All [dwelling units](#) are to be held in private individual ownership. However, the development shall contain common or [open space](#) and amenities for the enjoyment of the planned community that are developed and maintained through an [active homeowners' association](#) or similar organization with appointed management. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-010.]

### **10.75.020 Permitted uses.**

---

The following are [permitted uses](#) by right provided the parcel and [building](#) meet all other provisions of this title and any other applicable [ordinances](#) of Syracuse City:

- (A) [Accessory uses](#) and [buildings](#) (maximum 200 square feet).
- (B) Churches, [synagogues](#), and [temples](#).
- (C) [Dwelling units](#), single-family (no more than four units attached).
- (D) Educational services.
- (E) [Household pets](#).
- (F) Private parks.

(G) [Public](#) and quasi-public [buildings](#).

(H) Residential facilities for persons with disabilities and assisted living centers. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-020.]

#### **10.75.030 Conditional uses.**

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The following may be permitted [conditional uses](#) for nonattached [dwellings](#), after approval as specified in SCC [10.20.080](#):

(A) [Day care centers](#) (major).

(B) [Home occupations](#) (minor or major).

(C) [Temporary commercial uses](#) (see SCC [10.35.050](#)) (minor).

(D) Temporary [use](#) of [buildings](#) (see SCC [10.30.100](#)(A)(9)) (minor). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-030.]

#### **10.75.040 Minimum lot standards.**

---

All lots shall be developed and all [structures](#) and [uses](#) shall be placed on lots in accordance with the following standards:

(A) Density: overall density of six [dwelling units](#) per gross acre.

- (1) The development shall provide a standard road right-of-way of 60 feet which shall include curb, gutter, and sidewalk improvements;
- (2) Open space/common space shall be a minimum 50 percent of the total land [area](#), excluding roadways, [buildings](#), acreage and excluding any above-ground City infrastructure. Of that 50 percent, 30 percent shall be in [open space](#) and 20 percent in [common space](#);
- (3) For detention ponds to be considered [common space](#) they must include amenities recommended by [planning commission](#) and [city council](#);
- (4) The aesthetic and [landscaping](#) proposals shall provide for trees and shrubs that break up the look of having the same [building](#) style duplicated throughout the development and shall be in accordance with the Architectural Review Guide;
- (5) For the purpose of this section, [landscaping](#) is not considered to be an amenity;
- (6) The development shall provide adequate off-street parking area(s), subject to requirements of this chapter and off-street parking requirements as found in Chapter [10.40](#) SCC; and
- (7) The development design shall include a direct connection to a major arterial, minor arterial, or major collector roadway.

(B) Lot width: determined by development plan.

(C) Front yard: 20 feet.

(D) Side yards: a minimum of 16 feet between primary [structures](#) and eight feet from the property line.

(E) Rear yard: a minimum of 15 feet.

(F) [Building](#) height: as allowed by current adopted [building](#) code, with a maximum height of 30 feet to the top of the roof [structure](#).

(G) Structure: attached units shall not have a single roofline and shall have variations in architectural style between the [buildings](#). The units shall include a minimum of two-car garages for each unit and shall not be the major architectural feature of the [building](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1998; Code 1971 § 10-15-040.]

#### **10.75.050 Development plan and agreement requirements.**

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(A) Subdivision [ordinance](#) requirements shall generally apply to planned residential communities. The developer shall submit a residential development plan of all project phases for City consideration and approval and shall integrate the proposed development plan into a [development agreement](#) between the developer and City. The [development agreement](#) shall undergo an administrative review process to ensure compliance with adopted City [ordinances](#) and standards with approval by the [City Council](#). The subdivider shall develop the property in accordance with the [development agreement](#) and current City [ordinances](#) in effect on the approval date of the agreement, together with the requirements set forth in the agreement, except when federal, state, county, and/or City laws and regulations, promulgated to protect the [public's](#) health, safety, and welfare, require future modifications under circumstances constituting a rational [public](#) interest.

(B) A planned residential development must have a minimum of five acres.

(C) The developer shall landscape and improve all [open space](#) around or adjacent to [building lots](#) and [common spaces](#) and maintain and warrant the same through a lawfully organized [homeowners' association](#), residential management company, or similar organization.

(D) The development plan submitted for review shall show the location and [building elevations](#) with exterior [building](#) materials, size, and general footprint of all [dwelling units](#) and other main [buildings](#) and amenities.

(E) The development plan submitted for review shall include [landscaping](#), fencing, and other improvement plans for common or [open spaces](#), with the [landscaping](#) designed in accordance with an approved theme to provide unity and aesthetics to the project. The plan shall include all special features, such as ponds, fountains, [signs](#), walking paths, inviting entryways, etc., together with a landscape planting plan. [Common space](#) should be the emphasis for the overall design of the development, with various community facilities grouped in places well related to the [common space](#) and easily accessible to pedestrians.

(F) A planned residential community shall be of sufficient size, composition, and arrangement to enable its feasible development as a complete unit, managed by a legally established owners'

association and governed by enforceable, duly recorded CC&Rs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-050.]

#### **10.75.060 Design standards.**

The [Land Use Authority](#) shall approve the required common [building](#) theme. The design shall show detail in the unification of exterior architectural style, [building](#) materials, and color and size of each unit; however, the intent is not to have the design so dominant that all units are identical. Residential [dwellings](#) shall comply with SCC [10.30.020](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-060.]

#### **10.75.070 Street design.**

The [Land Use Authority](#) may approve an alternative street design so long as it maintains the City's minimum rights-of-way. The developer shall dedicate all street rights-of-way to the City. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-070.]

#### **10.75.080 Off-street parking and loading.**

For multi-unit developments, one additional off-street [parking space](#) shall be provided for each unit of four [dwellings](#). Off-street parking and loading shall be as specified in Chapter [10.40](#) SCC; provided, however, that the City may limit or eliminate street parking or other [use](#) of City rights-of-way through the employment of limited or alternative street designs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-080.]

#### **10.75.090 Signs.**

The [signs](#) permitted in this [zone](#) shall be those allowed in residential [zones](#) by Chapter [10.45](#) SCC. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-090.]

**The Syracuse City Code is current through Ordinance 16-07, passed February 9, 2016.**

Disclaimer: The City Recorder's Office has the official version of the Syracuse City Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.



# CITY COUNCIL AGENDA

May 10th, 2016

## **Agenda Item "d.i"    Criddle Farms General Plan/ Rezone Fee Waiver**

### ***Factual Summation***

Questions regarding this item can be directed at Noah Steele, Development Services Manager.

The Criddle Farms subdivision is separated into two halves, the "north" half which is 36 acres and the "south" half which is 20 acres. The south half is annexed, has the desired zoning, concept plan, and is at the preliminary plat approval stage. The northern half is not as far down the road for development. It is not currently annexed and the applicant has proposed a general plan map amendment to change from R-1 to R-2. This application was reviewed by the Planning Commission on March 15th and was forwarded to City Council on April 12th with a recommendation for denial.

During the City Council meeting on the 12th, an idea was discussed to look at both the north and south zoning together by changing the general plan/zoning map to R-3 for the entire project and create a development agreement outlining the objectives for both parties. This would essentially spread the density more evenly across the project but result in a similar number of development lots while creating a desirable trail amenity for the neighborhood. Both the applicant and city willingly agreed to explore this development option, not as a requirement of approval but as an alternative that could be mutually beneficial.

Under this scenario, the applicant would apply for a general plan change from A-1 to R-3 on the north and the current zoning can be designated at time of annexation. For the south parcel, the applicant would submit application for both a general plan and rezone map change from PRD to R3.

The fees associated with those three applications would total approximately \$1,500. Permission is requested at this time, for the council to waive the zoning/ general plan map fees associated with the R-3 development scenario.



# CITY COUNCIL AGENDA

May 10th, 2016

## **Agenda Item "d.ii"      General Plan Map Amendment 1972 S 2000 W**

### ***Factual Summation***

Please review the following information. Any questions regarding this agenda item may be directed to Noah Steele, Development Services Manager.

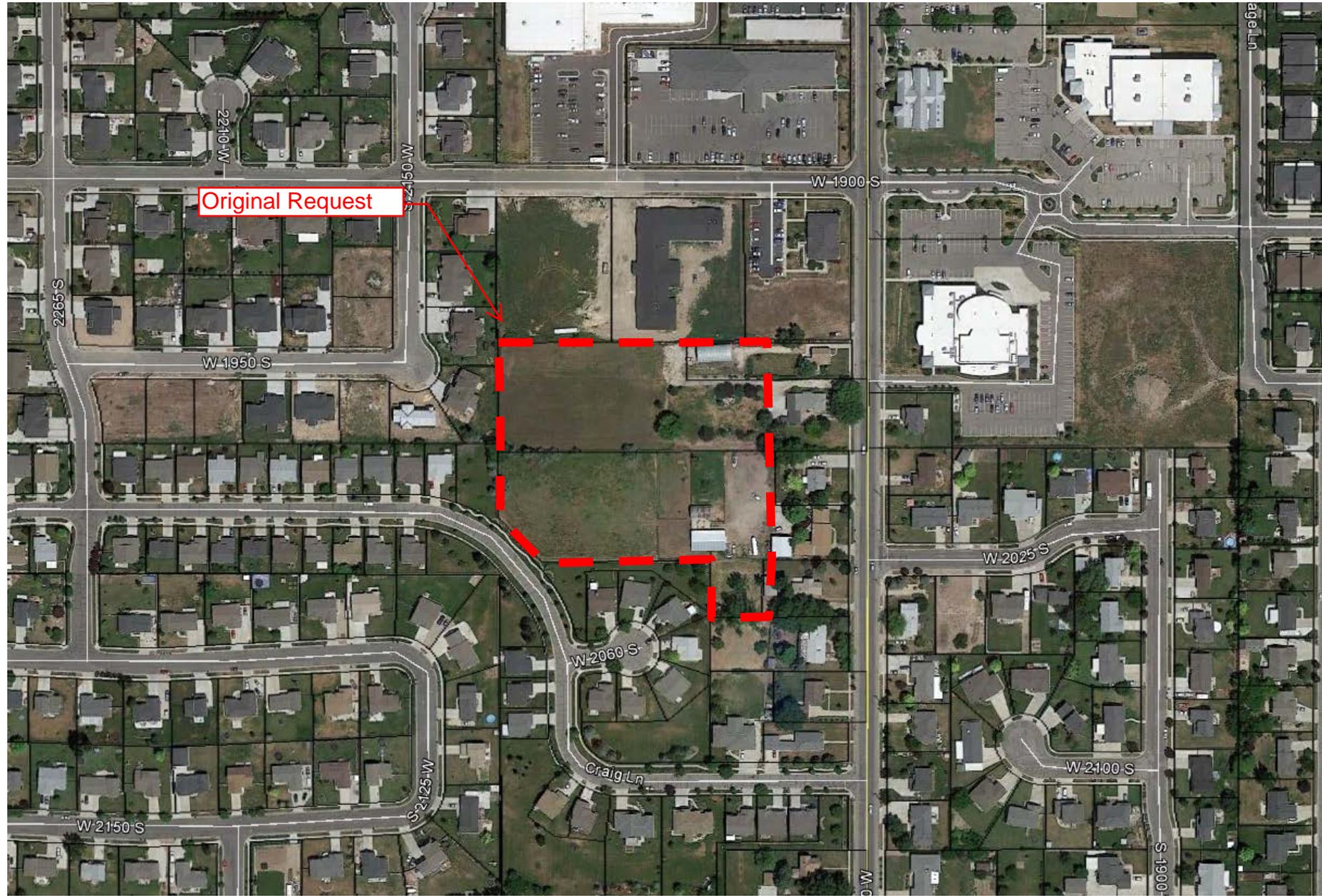
|                      |                                                                     |
|----------------------|---------------------------------------------------------------------|
| Location:            | 1972 S. 2000 W.                                                     |
| Current Zoning:      | R-2                                                                 |
| General Plan:        | R-3                                                                 |
| Requested GP:        | PRD                                                                 |
| Total Area:          | 5.21 Acres                                                          |
| R-2 Density Allowed: | 14 lots (3 lots/gross acre)                                         |
| PRD Density Allowed: | 31 lots (6 lots/gross acre) Developer says he is proposing only 16. |

### ***Summary :***

This property is adjacent to the Craig Estates development. The applicant wishes to join the Craig Estates HOA and extend a similar product onto their property. The HOA president for Craig Estates has shown support for the project. The initial proposal did not include sufficient acreage or access from an arterial street that is required in the PRD zone. For those reasons, the PC forwarded a recommendation for denial. The CC reviewed the project and tabled it to give the applicant a chance to amend their application. The applicant revised their request to meet the minimum acreage and frontage requirements. Before any construction could begin for this project, there are multiple future layers of review that are required. The applicant would be required to submit application and receive approval for current zone change, concept plan, preliminary plan, and final plan. Now that the applicant meets the minimum acreage requirements, it is a legislative decision of whether or not this land use and density is desirable at this location.

### ***Attachments:***

- Aerial Map
- General Plan Map
- Zoning Map
- R-2 zoning ordinance
- PRD zoning ordinance



Original Request

W 1950 S

W 2060 S

W 2025 S

W 2100 S

W 2150 S

S 2125 W

Craig Ln

S 1900

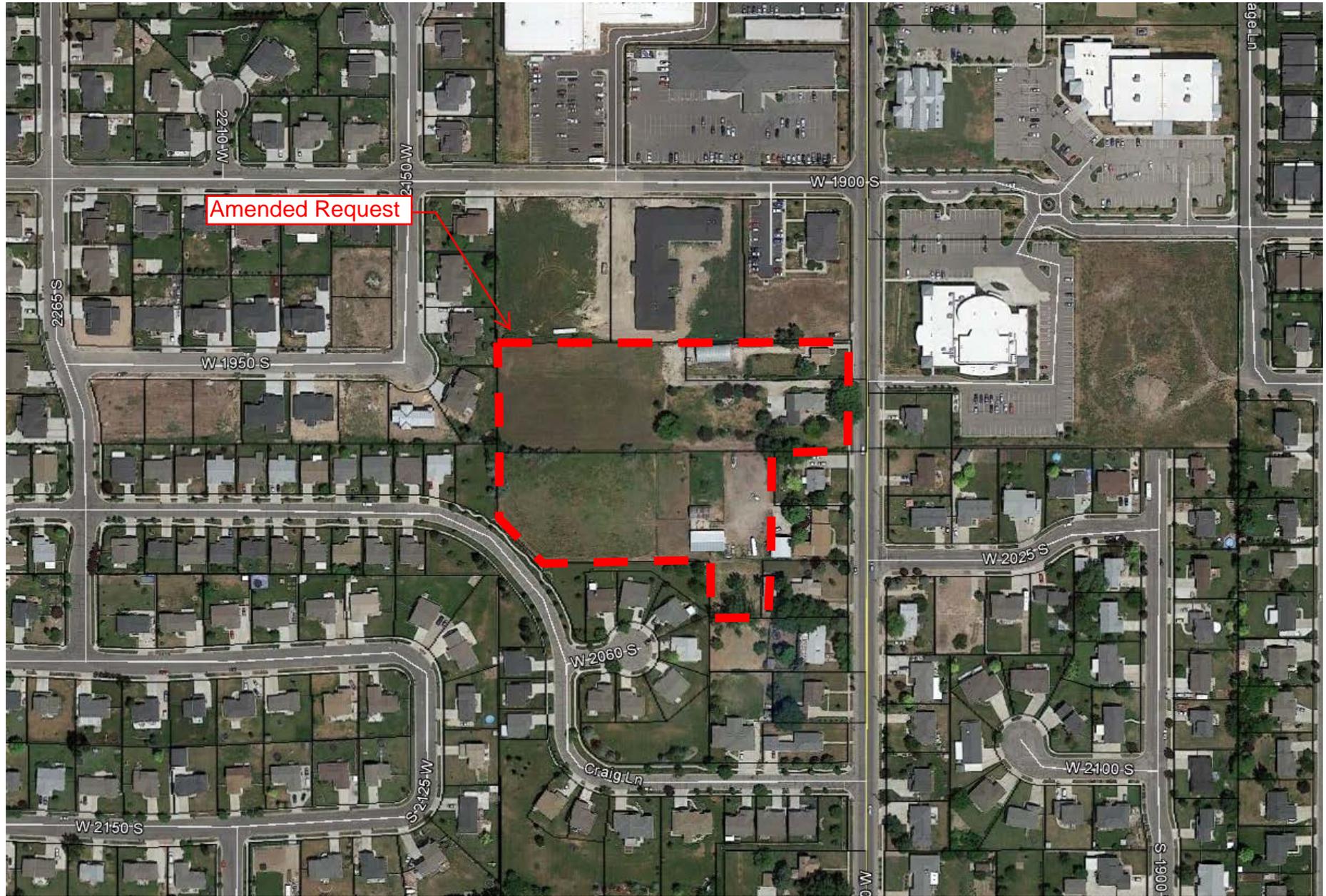
W 1900 S

S 2210 W

S 2150 W

Agg Ln

W 20



Amended Request

2210 W

2150 W

W 1900 S

S 2265 S

W 1950 S

W 2060 S

Craig Ln

W 2025 S

W 2100 S

W 2150 S

S 2125 W

W 1900

S 1900

Agg Ln

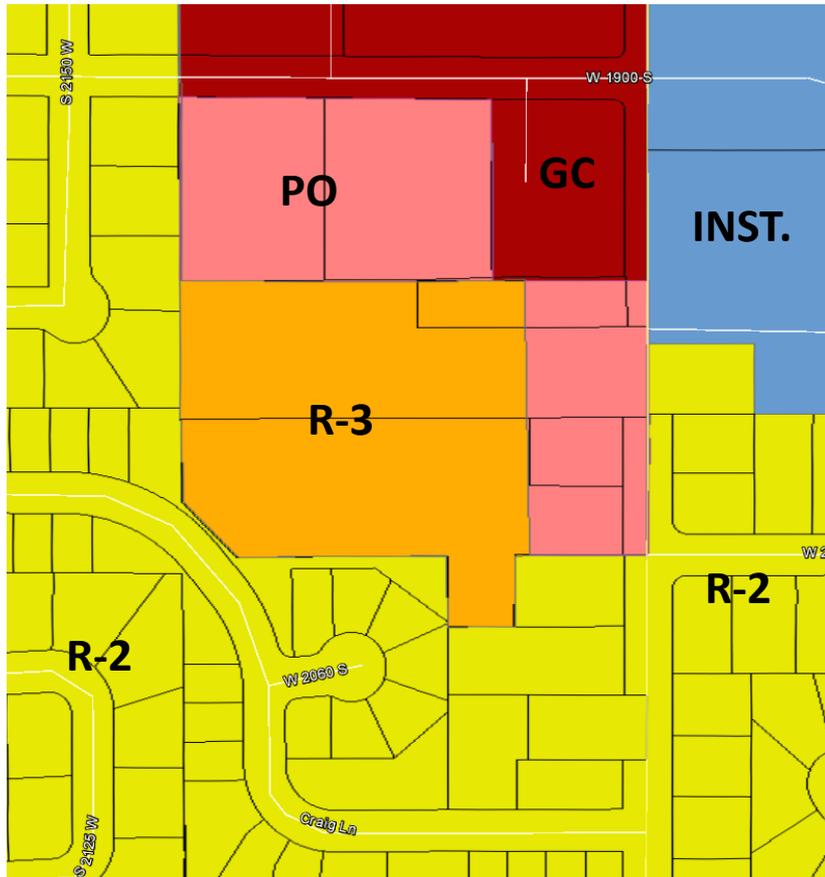


# Proposed General Plan Map Amendment

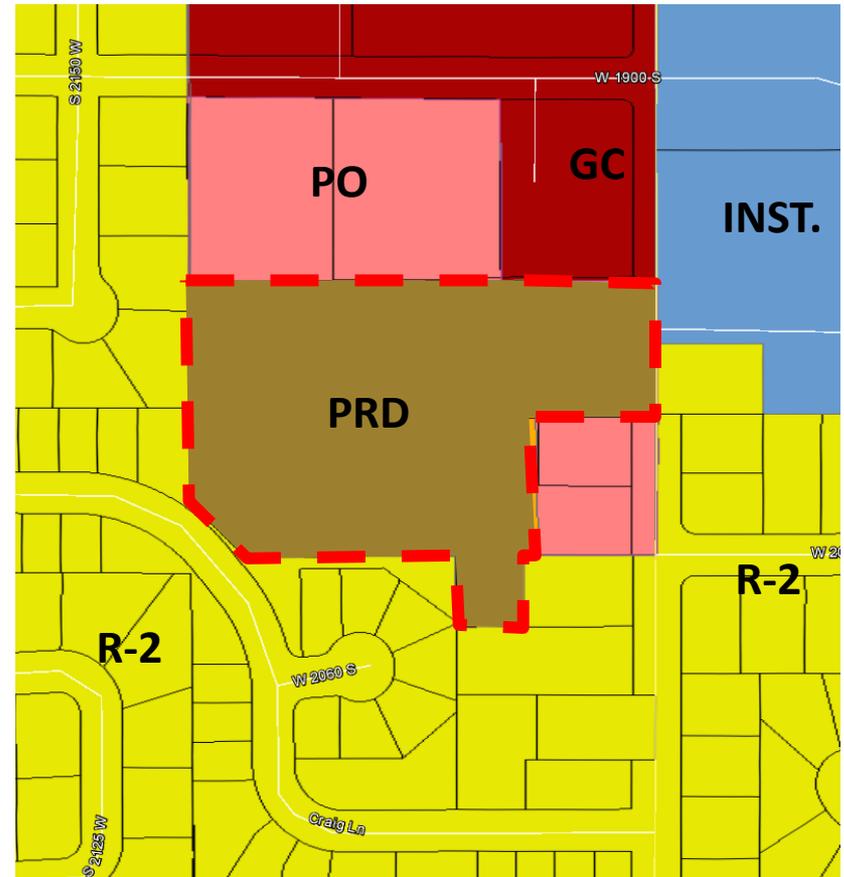
Location: 1972 S. 2000 W.



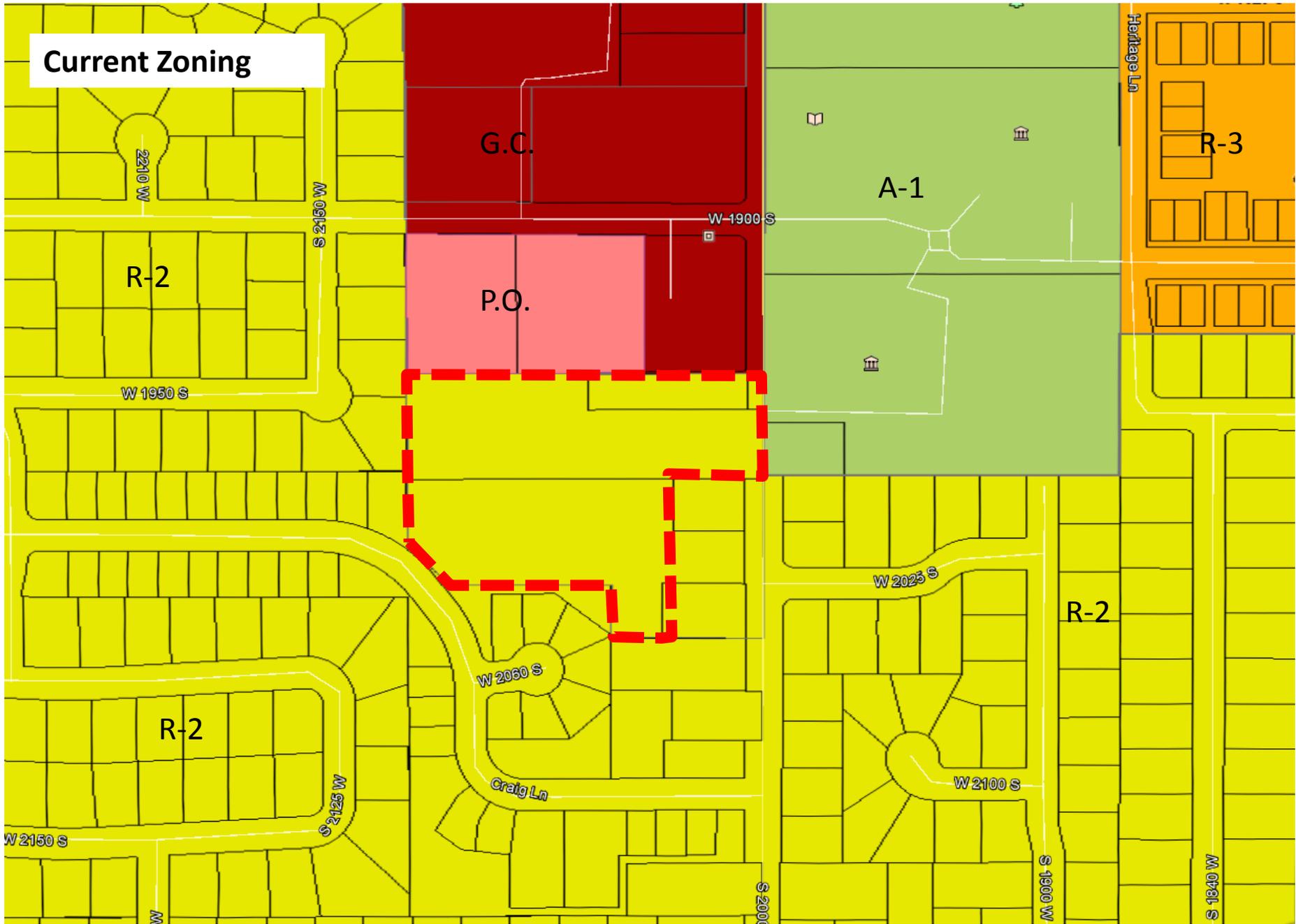
## Existing



## Proposed



# Current Zoning



## Chapter 10.75 PRD – PLANNED RESIDENTIAL DEVELOPMENT

### Sections:

- [10.75.010](#) Purpose.
- [10.75.020](#) Permitted uses.
- [10.75.030](#) Conditional uses.
- [10.75.040](#) Minimum lot standards.
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### **10.75.010 Purpose.**

---

The purpose of this [zone](#) is to allow diversification in the relationship of residential [uses](#) to its sites and permit directed flexibility of site design. Further, its intent is to encourage a more efficient [use](#) of the land and the reservation of a greater proportion of [common space](#) for recreational and visual [use](#) than other residential [zones](#) may provide and to encourage a variety of [dwelling units](#) that allow imaginative concepts of neighborhood and housing options and provide variety in the physical development pattern of the City. This will allow the developer to more closely tailor a development project to a specific user group, such as retired persons.

The intent of this [zone](#) is to encourage good neighborhood design while ensuring compliance with the intent of the subdivision and zoning [ordinances](#). All [dwelling units](#) are to be held in private individual ownership. However, the development shall contain common or [open space](#) and amenities for the enjoyment of the planned community that are developed and maintained through an [active homeowners' association](#) or similar organization with appointed management. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-010.]

### **10.75.020 Permitted uses.**

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The following are [permitted uses](#) by right provided the parcel and [building](#) meet all other provisions of this title and any other applicable [ordinances](#) of Syracuse City:

- (A) [Accessory uses](#) and [buildings](#) (maximum 200 square feet).
- (B) Churches, [synagogues](#), and [temples](#).
- (C) [Dwelling units](#), single-family (no more than four units attached).
- (D) Educational services.
- (E) [Household pets](#).
- (F) Private parks.

(G) [Public](#) and quasi-public [buildings](#).

(H) Residential facilities for persons with disabilities and assisted living centers. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-020.]

#### **10.75.030 Conditional uses.**

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The following may be permitted [conditional uses](#) for nonattached [dwellings](#), after approval as specified in SCC [10.20.080](#):

(A) [Day care centers](#) (major).

(B) [Home occupations](#) (minor or major).

(C) [Temporary commercial uses](#) (see SCC [10.35.050](#)) (minor).

(D) Temporary [use](#) of [buildings](#) (see SCC [10.30.100](#)(A)(9)) (minor). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-030.]

#### **10.75.040 Minimum lot standards.**

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All lots shall be developed and all [structures](#) and [uses](#) shall be placed on lots in accordance with the following standards:

(A) Density: overall density of six [dwelling units](#) per gross acre.

- (1) The development shall provide a standard road right-of-way of 60 feet which shall include curb, gutter, and sidewalk improvements;
- (2) Open space/common space shall be a minimum 50 percent of the total land [area](#), excluding roadways, [buildings](#), acreage and excluding any above-ground City infrastructure. Of that 50 percent, 30 percent shall be in [open space](#) and 20 percent in [common space](#);
- (3) For detention ponds to be considered [common space](#) they must include amenities recommended by [planning commission](#) and [city council](#);
- (4) The aesthetic and [landscaping](#) proposals shall provide for trees and shrubs that break up the look of having the same [building](#) style duplicated throughout the development and shall be in accordance with the Architectural Review Guide;
- (5) For the purpose of this section, [landscaping](#) is not considered to be an amenity;
- (6) The development shall provide adequate off-street parking area(s), subject to requirements of this chapter and off-street parking requirements as found in Chapter [10.40](#) SCC; and
- (7) The development design shall include a direct connection to a major arterial, minor arterial, or major collector roadway.

(B) Lot width: determined by development plan.

(C) Front yard: 20 feet.

(D) Side yards: a minimum of 16 feet between primary [structures](#) and eight feet from the property line.

(E) Rear yard: a minimum of 15 feet.

(F) [Building](#) height: as allowed by current adopted [building](#) code, with a maximum height of 30 feet to the top of the roof [structure](#).

(G) Structure: attached units shall not have a single roofline and shall have variations in architectural style between the [buildings](#). The units shall include a minimum of two-car garages for each unit and shall not be the major architectural feature of the [building](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1998; Code 1971 § 10-15-040.]

#### **10.75.050 Development plan and agreement requirements.**

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(A) Subdivision [ordinance](#) requirements shall generally apply to planned residential communities. The developer shall submit a residential development plan of all project phases for City consideration and approval and shall integrate the proposed development plan into a [development agreement](#) between the developer and City. The [development agreement](#) shall undergo an administrative review process to ensure compliance with adopted City [ordinances](#) and standards with approval by the [City Council](#). The subdivider shall develop the property in accordance with the [development agreement](#) and current City [ordinances](#) in effect on the approval date of the agreement, together with the requirements set forth in the agreement, except when federal, state, county, and/or City laws and regulations, promulgated to protect the [public's](#) health, safety, and welfare, require future modifications under circumstances constituting a rational [public](#) interest.

(B) A planned residential development must have a minimum of five acres.

(C) The developer shall landscape and improve all [open space](#) around or adjacent to [building lots](#) and [common spaces](#) and maintain and warrant the same through a lawfully organized [homeowners' association](#), residential management company, or similar organization.

(D) The development plan submitted for review shall show the location and [building elevations](#) with exterior [building](#) materials, size, and general footprint of all [dwelling units](#) and other main [buildings](#) and amenities.

(E) The development plan submitted for review shall include [landscaping](#), fencing, and other improvement plans for common or [open spaces](#), with the [landscaping](#) designed in accordance with an approved theme to provide unity and aesthetics to the project. The plan shall include all special features, such as ponds, fountains, [signs](#), walking paths, inviting entryways, etc., together with a landscape planting plan. [Common space](#) should be the emphasis for the overall design of the development, with various community facilities grouped in places well related to the [common space](#) and easily accessible to pedestrians.

(F) A planned residential community shall be of sufficient size, composition, and arrangement to enable its feasible development as a complete unit, managed by a legally established owners'

association and governed by enforceable, duly recorded CC&Rs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-050.]

#### **10.75.060 Design standards.**

The [Land Use Authority](#) shall approve the required common [building](#) theme. The design shall show detail in the unification of exterior architectural style, [building](#) materials, and color and size of each unit; however, the intent is not to have the design so dominant that all units are identical. Residential [dwellings](#) shall comply with SCC [10.30.020](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-060.]

#### **10.75.070 Street design.**

The [Land Use Authority](#) may approve an alternative street design so long as it maintains the City's minimum rights-of-way. The developer shall dedicate all street rights-of-way to the City. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-070.]

#### **10.75.080 Off-street parking and loading.**

For multi-unit developments, one additional off-street [parking space](#) shall be provided for each unit of four [dwellings](#). Off-street parking and loading shall be as specified in Chapter [10.40](#) SCC; provided, however, that the City may limit or eliminate street parking or other [use](#) of City rights-of-way through the employment of limited or alternative street designs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-080.]

#### **10.75.090 Signs.**

The [signs](#) permitted in this [zone](#) shall be those allowed in residential [zones](#) by Chapter [10.45](#) SCC. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-090.]

**The Syracuse City Code is current through Ordinance 16-07, passed February 9, 2016.**

Disclaimer: The City Recorder's Office has the official version of the Syracuse City Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.

## **RESOLUTION R16-20**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL AMENDING THE SYRACUSE CITY GENERAL PLAN LAND USE MAP RELATED TO 4.7 ACRES LOCATED AT 1972 SOUTH 2000 WEST, SYRACUSE, UTAH.**

**WHEREAS**, the City maintains a General Plan as a guiding document to help plan for growth and new development in our community.

**WHEREAS**, the City Council, pursuant to Section 10-9a-404 of the Utah Code, is authorized to amend the general plan in a manner that it considers appropriate; and

**WHEREAS**, the applicant has requested a change to the general plan map associated with approximately 4.7 acres located at the address of 1972 South 2000 West, in Syracuse, Utah, changing the designation of that land from R-3 to PRD on the General Plan Map; and

**WHEREAS**, a public hearing was conducted in the Planning Commission to receive public input regarding proposed changes; and

**WHEREAS**, although the Planning Commission has recommended denial of the proposed amendments to the General Plan, concluding that the general plan map should not be modified as proposed, due to concerns with the proposal and the opinion that R-3 is a more appropriate use for this area, the City Council finds that the proposed amendments provide development objectives with respect to the most desirable use of land within the City for subject property which benefit the physical, social, economic, and governmental development of the City and to promote the general welfare and prosperity of its residents;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Adoption.** That the proposed amendments to the Syracuse City General Plan Land Use Map, attached hereto as Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. No Repeal.** This Resolution is not intended and shall not be construed as a repealer of any previously adopted ordinance or resolution and is specifically intended to clarify and supplement existing City ordinances, rules and regulations.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor



# CITY COUNCIL AGENDA

May 10th, 2016

## Agenda Item "d.iii" Rezone Application – Cole Shlack, A-1 to R-2

### *Factual Summation*

Please review the following information. Any questions regarding this agenda item may be directed to Noah Steele, Development Services Manager.

- Location: 920 South 4000 West
- Current Zoning: A-1 Agriculture
- Proposed Zoning: R-2 Residential
- General Plan: R-2 Residential
- Property Acreage: 23.1
- Permitted Maximum R-2 Density: 3 units per acre.
- Potential Gross Units with R-2 Zoning: 69

### *PC Action*

05/03/16 - 7:11 PM

COMMISSIONER DAY MADE A MOTION TO APPROVE THE REZONE PROPERTY LOCATED AT 920 S 4000 W FROM A-1 TO R-2 RESIDENTIAL. COMMISSIONER JENSEN SECONDED THE MOTION. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

### *Summary*

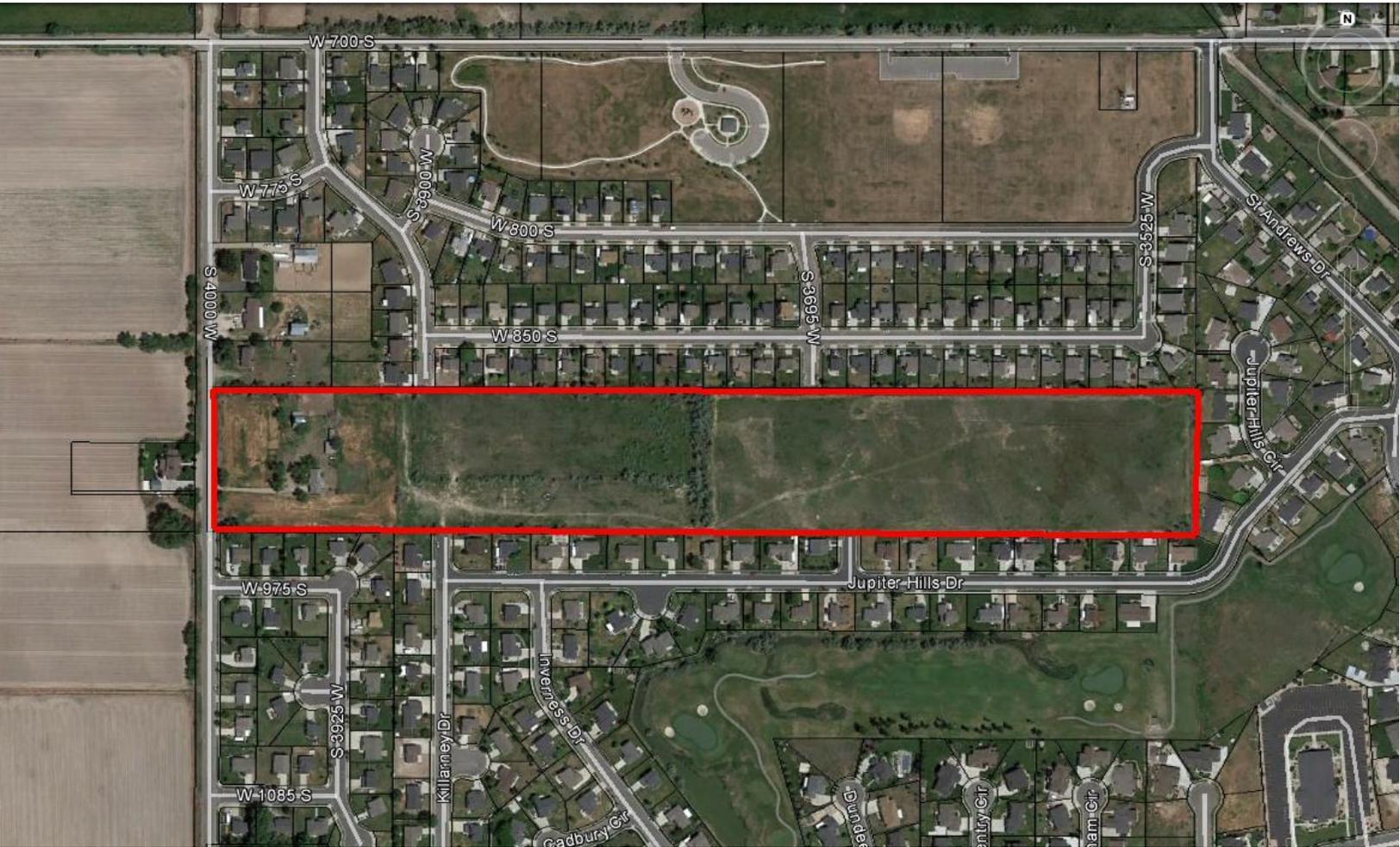
The applicant has requested a rezone from A-1 Agriculture to R-2 Residential with the intention of developing a residential subdivision in accordance with the allowances in the R-2 Zone. The surrounding area is zoned R-1 and R-2 with development that complies with the densities allowed in those zones. There are 2 roads stubbed into the property at 4 locations (Killarney Drive and 3695 West). The development will be required to connect these roads This would provide the majority of the neighborhood easier access to Rock Creek Park.

The requested R-2 Zone is in accordance with the General Plan designation of R-2 already existing on the property.

### *Attachments:*

- Aerial Map
- General Plan Map
- Current Zoning Map
- Proposed Zoning Change Map

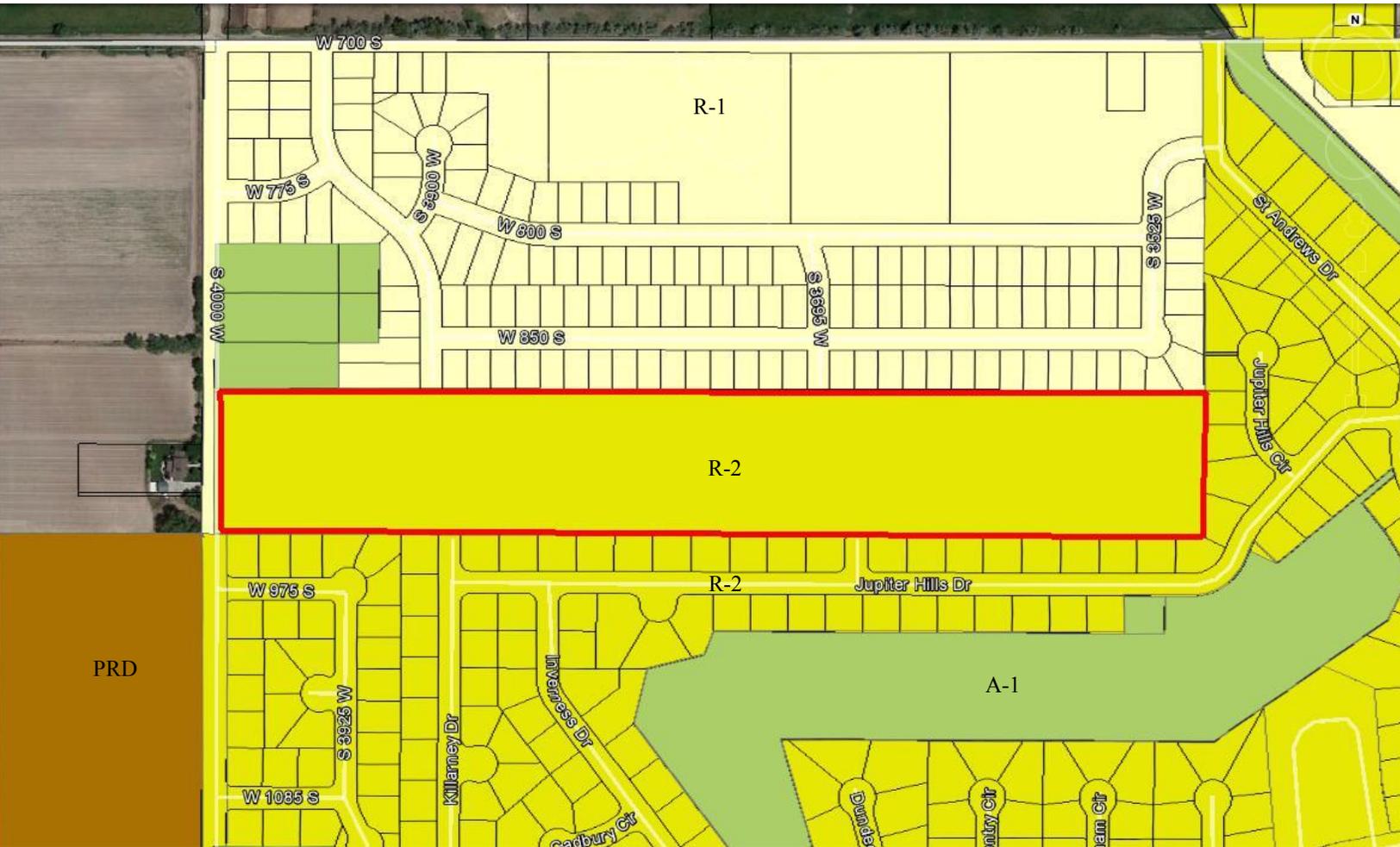
# AERIAL MAP







# PROPOSED ZONING CHANGE MAP



**ORDINANCE NO. 16-15**

**AN ORDINANCE AMENDING THE EXISTING ZONING MAP OF TITLE X, "SYRACUSE CITY ZONING ORDINANCE", REVISED ORDINANCES OF SYRACUSE, 1971, BY CHANGING FROM AGRICULTURE (A-1) ZONE TO RESIDENTIAL (R-2) ZONE ON THE PARCEL(S) OF REAL PROPERTY HEREIN DESCRIBED.**

**WHEREAS**, the City has adopted a Zoning Ordinance to regulate land use and development within the corporate boundaries of the City; and

**WHEREAS**, Chapter 10 of the Ordinance authorizes the City Council to amend the number, shape, boundaries, or any area of any zone; and

**WHEREAS**, a request for rezone has been made; the same has been recommended for approval by the Planning Commission; and a public hearing was held with the proper notice having been given 10-days prior to the hearing date; and

**WHEREAS**, the Council finds that the requested zone change will promote the health, safety and welfare of our community, and promote prosperity and protect urban development,

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY COUNCIL OF SYRACUSE DAVIS COUNTY, STATE OF UTAH, AS FOLLOWS:**

**SECTION 1:** That the following described real parcels of property in Agriculture (A-1) Zone as shown on a zoning map are hereby amended and to Residential (R-2) Zone accordingly:

**Deed Description**

**Legal Description:**

BEG AT A PT 14.125 CHAINS S ALG THE SEC LINE OF THE NW COR OF SEC 8-T4N-R2W, SLM; & RUN TH E 40.0 CHAINS; TH S 5.875 CHAINS; TH W 40.0 CHAINS TO THE W LINE OF SD SEC; TH N 5.875 CHAINS ALG SD SEC LINE TO THE POB. CONT. 23.10 ACRES

Said property is located at 920 S 4000 W, Syracuse.

Parcel(s) #12-047-0253

**SECTION 2: Effective Date.** This Ordinance shall become effective immediately upon publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10th DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

\_\_\_\_\_  
Mayor Terry Palmer

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |



# CITY COUNCIL WORK MEETING

May 10, 2016

## **Agenda Item “e”**

### **Proposed Real Estate Purchase Contract (REPC) for property located at approximately 507 West 2700 South.**

#### **Summary**

Our Transportation Master Plan has identified the need to expand 500 West, including the road to the East of a residential property located at 507 W. 2700 S.

An opportunity to purchase the property through amenable terms has arisen. The property owner has informally agreed to the sale of the property to the City for \$150,000.00. Approval of this Real Estate Purchase Contract, and authorization to execute all necessary, subsequent documents in order to complete the land transfer, will permit the City to move forward with the acquisition.

Obtaining property under these circumstances is favorable to both parties; the land owner need not complete otherwise required upgrades to the property, and the City need not relocate a family or resident as part of the future widening project or pay for the increased value of those upgrades which the property owner would otherwise make.

As we mentioned in our April 12 memo, the Planning Commission unanimously recommended the acquisition.

By approving this resolution, you will authorize the Mayor to sign the REPC and all other documents necessary in order to complete the property sale. We anticipate that the transaction will be completed quickly after receiving your approval.

Paul Roberts

**RESOLUTION R16-24**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE A REAL ESTATE PURCHASE CONTRACT RELATED TO PROPERTY LOCATED AT 507 WEST 2700 SOUTH, SYRACUSE, UTAH.**

**WHEREAS**, the City is authorized to acquire land for public purposes, such as right-of-way expansion; and

**WHEREAS**, the City Council finds that the acquisition of the residential property located at 507 West 2700 South, Syracuse, Utah, will be beneficial to the community and the City's infrastructure; and

**WHEREAS**, acquisition of this parcel was contemplated in the City's master planning of transportation corridors; and

**WHEREAS**, the City Council finds that the acquisition price is a fair representation of the property's value; and

**WHEREAS**, the Council finds that it is in the best interests of the City to authorize the Mayor to execute the real estate purchase contract and other documents which may be necessary in order to effect the land transfer.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Approval.** The Mayor is hereby authorized to execute the Real Estate Purchase Contract related to 507 West 2700 South, attached as "Exhibit A" and incorporated by reference, as well as all other documents necessary to complete the land acquisition.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |

**EXHIBIT “A”**

# REAL ESTATE PURCHASE CONTRACT

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## OFFER TO PURCHASE AND EARNEST MONEY DEPOSIT

The Buyer SYRACUSE CITY, a Utah municipal corporation ("Buyer"), offers to purchase the **Property** described below, from REAL HOME WARRANTY LLC, a Utah Limited Liability Company ("Seller"), in accordance with the provisions of this Real Estate Purchase Contract ("REPC").

The Buyer has previously delivered as Earnest Money Deposit **\$500.00** in the form of a check to:

Title/Escrow Company: U.S. Title Insurance Agency Address: 1436 Legend Hills Blvd., Suite 100, Clearfield, UT 84015

Agent: Scott Hammer, [hammer@ustitleutah.com](mailto:hammer@ustitleutah.com) (801) 499-4735

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### OTHER PROVISIONS

May 10, 2016

**1. PROPERTY:** 507 West 2700 South Parcel Tax ID# 12-108-0002

Address 507 West 2700 South City Syracuse County Davis State Utah

More Particularly Described as:

BEGINNING AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SECTION 23, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE MERIDIAN, IN THE CITY OF SYRACUSE, RUNNING THENCE WEST 80 FEET; THENCE SOUTH 200.0 FEET, THENCE EAST 80.0 FEET; THENCE NORTH 200.0 FEET TO THE POINT OF BEGINNING. CONTAINING 0.365 ACRES

**1.1 INCLUDED ITEMS:** Unless excluded herein, this sale shall include all fixtures presently attached to the **Property**. The following property shall also be included in this sale and conveyed under separate Bill of Sale with warranties as to title: Any applicable water rights, appliances found onsite when possession is delivered to Buyer, plumbing, doors and windows, carpets, fencing, landscaping, and HVAC.

**1.2 EXCLUDED ITEMS:** These items are excluded from this sale: N/A

**2. PURCHASE PRICE.** Buyer agrees to pay for the **Property** as follows:

|                      |                                                     |
|----------------------|-----------------------------------------------------|
| \$ <u>500.00</u>     | <b>Earnest Money Deposit</b>                        |
| \$ _____             | <b>Other:</b> _____                                 |
| \$ <u>149,500.00</u> | <b>Balance of Purchase Price</b> in cash at closing |
| \$ <u>150,000.00</u> | <b>TOTAL PURCHASE PRICE</b>                         |

**3. CLOSING.** This transaction shall be closed on or before May 13, 2016. **Closing** shall occur when: (a) Buyer and Seller have signed and delivered to each other (or to the escrow/title company), all documents required by this **Contract**, by the Lender, by written escrow instructions signed by the Buyer and the Seller, and by applicable law; (b) the moneys required to be paid under these documents have been delivered to the escrow/title company in the form of collected or cleared funds, cashier's check, or other form acceptable to the escrow/closing office; (c) the deed which the Seller has agreed to deliver under *Section 6* has been recorded; and (d) all tenants of the property have vacated the premises. Unless otherwise agreed to in writing, Seller and Buyer shall each pay one-half (1/2) of the escrow **Closing** fee. The escrow/closing office is authorized and directed to withhold from Seller's proceeds at Closing, sufficient funds to payoff on Seller's behalf all mortgages, trust deeds, judgments, mechanic's liens, tax liens and warrants. Taxes and assessments for the current year, rents, and interest on assumed obligations shall be prorated as set forth in this *Section*. Prorations set forth in this *Section* shall be made as of the date of **Closing**. The provisions of this section shall survive **Closing**.

**4. POSSESSION.** Seller shall deliver possession to Buyer within 1 hour after **Closing**. **No tenants may be present, whether lawfully or unlawfully. All costs of eviction or tenancy dispute shall be borne by the Seller and must be resolved before the City takes possession.** The provisions of this section shall survive Closing.

**5. TITLE & TITLE INSURANCE.** (a) Seller has, or shall have at **Closing**, fee title to the **Property** and agrees to convey marketable title to Buyer by General Warranty Deed, free of financial encumbrances as warranted under *Section 9.6*; (b) Seller agrees to pay for, and furnish to Buyer at **Closing**, a current standard form Owner's policy of title insurance in the amount of the **Total Purchase Price**; (c) the title policy shall conform with Seller's obligations under *subsections (a) and (b)*. The commitment shall conform to the title insurance commitment provided under *Section 6.1*. The provisions of this section shall survive **Closing**.

**6. SPECIFIC UNDERTAKINGS OF SELLER.**

**6.1 SELLER DISCLOSURES.** The Seller will deliver to the Buyer the following **Seller Disclosures** no later than the dates indicated below:

- (a) a *Seller Property Condition Disclosure (Land)* for the Property, signed and dated by Seller: May 12, 2016
- (b) a commitment for the policy of title insurance required under *Section 6*, to be issued by the title insurance company chosen by Seller, including copies of all documents listed as Exceptions on the Commitment: May 13, 2016
- (c) a copy of any lease, rental, and property management agreements affecting the Property not expiring before Closing: May 12, 2016
- (d) evidence of any water rights and/or water shares referenced in *Section 1.1*: May 12, 2016
- (e) written notice of any claims or conditions known to Seller related to environmental problems or code violations: May 12, 2016

Seller agrees to pay any charge for cancellation of the title commitment provided under *subsection (b)*.

If Seller does not provide any of the **Seller Disclosures** within the time periods agreed above, the Buyer may either waive the particular **Seller Disclosure** requirement by taking no timely action or the Buyer may notify the Seller in writing within 3 calendar days after the expiration of the particular disclosure time period that the Seller is in **Default** under this **Contract** and that the remedies under *Section 16* are at the Buyer's disposal. The holder of the **Earnest Money Deposit** shall, upon receipt of a copy of Buyer's written notice, return to the Buyer the Earnest Money Deposit without the requirement of further written authorization from the Seller.

**7. BUYER'S CONDITIONS OF PURCHASE.**

**7.1 DUE DILIGENCE.** The Buyer, at its sole option, shall undertake the following **Due Diligence** elements at its own expense and for its own benefit for the purpose of complying with the **Contingencies** under *Section 8*:

- (a) Ordering and obtaining any environmentally-related study of the **Property**;
- (b) Ordering and obtaining a physical inspection report regarding, and completing a personal inspection of, the **Property**;

Seller agrees to cooperate fully with Buyer's completing these Due Diligence matters and to make the **Property** available as reasonable and necessary for the same.

**8. CONTINGENCIES.** This offer is subject to the Buyer's approving in its sole discretion the **Seller Disclosures** matters in *Section 6*.

**8.1** Buyer shall have 3 calendar days after the times specified in *Section 7.1* for receipt of **Seller Disclosures** to review the content of the disclosures and the outcome of the undertakings.

**8.2** If Buyer does not deliver a written objection to Seller regarding a **Seller Disclosure**, within the time provided in *Section 8.1*, that item will be deemed approved by Buyer.

**8.3** If Buyer objects, Buyer and Seller shall have 3 calendar days after receipt of the objections to resolve Buyer's objections. Seller may, but shall not be required to, resolve Buyer's objections. Likewise, the Buyer is under no obligation to accept any resolution proposed by the Seller. If Buyer's objections are not resolved within the stated time, Buyer may void this **Contract** by providing written notice to Seller within the same stated time. The holder of any **Earnest Money Deposit** shall, upon receipt of a copy of Buyer's written notice, return to Buyer the **Earnest Money Deposit** without the requirement of any further written authorization from Seller. If this **Contract** is not voided by Buyer, Buyer's objection is deemed to have been waived. However, this waiver does not affect warranties under *Section 10*.

**8.4** Resolution of Buyer's objections under *Section 8.3* shall be in writing and shall become part of this **Contract**.

9. **SPECIAL CONTINGENCIES.** The following addenda contain additional terms:     Seller Property Condition Disclosure; Lead-Based Paint Disclosure & Acknowledgement    . The terms of attached Addenda are incorporated into this **Contract** by this reference.

10. **AS-IS CONDITION OF PROPERTY/ADDITIONAL WARRANTIES.**

10.1 Buyer acknowledges and agrees that in reference to the physical condition of the **Property**: (a) Buyer is purchasing the property in an "As-Is" condition without expressed or implied warranties of any kind; Buyer shall have, during Buyer's Due Diligence period, an opportunity to completely inspect and evaluate the condition of the **Property**; and (c) if based on the Buyer's Due Diligence, Buyer elects to proceed with the purchase of the **Property**, Buyer is relying wholly on Buyer's own judgment and that of any contractors or inspectors engaged by Buyer to review, evaluate and inspect the **Property**.

10.2 Notwithstanding Subsection 10.1, Seller warrants the following to Buyer regarding the **Property**:

- (a) At **Closing**, Seller will bring current all financial obligations encumbering the Property which are assumed in writing by Buyer and will discharge all such obligations which Buyer has not so assumed;
- (b) As of **Closing**, Seller has no knowledge of any claim or notice of an environmental, building, or zoning code violation regarding the **Property** which has not been resolved; and
- (c) As of **Closing**, Seller will have resolved any disputes over tenancy with any previous or current tenant of the **Property**, and shall be in a position to deliver possession of the **Property** to Buyer without anyone asserting continued tenancy rights.

The provisions of this Section shall survive **Closing**.

11. **FINAL PRE-SETTLEMENT WALK-THROUGH INSPECTION.** After all contingencies have been removed and before **Closing**, the Buyer may conduct a "walk-through" inspection of the **Property** to determine whether or not items warranted by Seller in *Section 10.2* are in the warranted condition and to verify that items included in *Section 1.1* are presently on the **Property**. If any item is not in the warranted condition, Seller will correct, repair or replace it as necessary or, with the consent of Buyer and (if required) Lender, escrow an amount at **Closing** to provide for such repair or replacement. The Buyer's failure to conduct a "walk-through" inspection or to claim during the "walk-through" inspection that the **Property** does not include all items referenced in *Section 1.1* or is not in the condition warranted in *Section 10*, shall constitute a waiver of Buyer's rights under *Section 1.1* and of the warranties contained in *Section 10*.

12. **CHANGES DURING TRANSACTION.** Seller agrees that no changes in any existing leases shall be made, no new leases entered into, no substantial alterations or improvements to the **Property** shall be undertaken without the written consent of the Buyer, no further financial encumbrances to the Property shall be made, and no changes in the legal title to the **Property** shall be made.

13. **AUTHORITY OF SIGNERS.** If Buyer or Seller is a corporation, partnership, trust, estate, or other entity, the person signing this **Contract** on its behalf warrants his or her authority to do so and to bind Buyer or Seller and the heirs or successors in interest to Buyer or Seller. If the Seller is not the vested Owner of the **Property** but has control over the vested Owner's disposition of the Property, the Seller agrees to exercise this control and deliver title under this Contract as if it had been signed by the vested Owner.

14. **COMPLETE CONTRACT.** This instrument (together with its Addenda, any attached Exhibits, and **Seller Disclosures**) constitutes the entire **Contract** between the parties and supersedes all prior dealings between the parties. This **Contract** cannot be changed except by written agreement of the parties.

15. **DISPUTE RESOLUTION.** The parties agree that any dispute or claim relating to this **Contract**, including but not limited to the disposition of the **Earnest Money Deposit** and the breach or termination of this **Contract**, shall first be submitted to mediation in accordance with the Utah Real Estate Buyer/Seller Mediation Rules of the American Arbitration Association. Each party agrees to bear its own costs of mediation. Any Agreement signed by the parties pursuant to the mediation shall be binding. If mediation fails, the procedures applicable and remedies available under this **Contract** shall apply. Nothing in this *Section* shall prohibit the Buyer from seeking specific performance by the Seller by filing a complaint with the court, serving it on the Seller by means of summons or as otherwise permitted by law, and recording a *lis pendens* with regard to the action provided that the Buyer permits the Seller to refrain from answering the complaint pending mediation. Also, the parties may agree in writing to waive mediation.

**16. DEFAULT.** If Buyer defaults, Seller may elect to either retain the **Earnest Money Deposit** as liquidated damages or to return the **Earnest Money Deposit** and sue Buyer to enforce Seller's rights. If Seller defaults, in addition to return of the **Earnest Money Deposit**, Buyer may elect to either accept from Seller as liquidated damages a sum equal to the **Earnest Money Deposit** or sue Seller for specific performance and/or damages. If Buyer elects to accept the liquidated damages, Seller agrees to pay the liquidated damages to Buyer upon demand. Where a *Section* of this **Contract** provides a specific remedy, the parties intend that the remedy shall be exclusive regardless of rights which might otherwise be available under common law.

**17. ATTORNEY'S FEES & GOVERNING LAW.** In any action arising out of this **Contract**, the prevailing party shall be entitled to costs and reasonable attorney's fees. The laws of the state of Utah shall govern this Agreement. The provisions of this Section shall survive **Closing**.

**18. NOTICES.** Except as provided in Section 23, all notices required under the REPC must be: (a) in writing; (b) signed by the Buyer or Seller giving notice; and (c) received by the Buyer or Seller, or their respective agent, or by the brokerage firm representing the Buyer or Seller, no later than the applicable date referenced in the REPC.

**19. NO ASSIGNMENT.** The REPC and the rights and obligations hereunder, are personal to the Buyer. The REPC may not be assigned by Buyer without the prior written consent of Seller.

**20. RISK OF LOSS.** All risk of loss or damage to the Property shall be borne by Seller until Closing.

**21. TIME IS OF THE ESSENCE.** Time is of the essence regarding the dates set forth in this transaction. Extensions must be agreed to in writing by all parties. Performance under each *Section* of this **Contract** which references a date shall be required by 5:00 P.M., **Mountain Time** on the stated date.

**22. ELECTRONIC TRANSMISSIONS & COUNTERPARTS.** This **Contract** may be signed in counterparts, and each counterpart bearing an original signature shall be considered one document with all others bearing original signature. Also, electronic transmissions of any signed original document and re-transmission of any signed electronic transmission shall be the same as delivery of an original.

**23. ACCEPTANCE.** **Acceptance** occurs when Seller or Buyer, responding to an offer or counteroffer of the other: (a) signs the offer or counteroffer where noted to indicate acceptance; and (b) communicates to the other party or the other party's agent that the offer or counteroffer has been signed as required.

**24. CONTRACT DEADLINES.** Buyer and Seller agree that the following deadlines shall apply to the REPC:

- (a) Seller Disclosure Deadline: May 12, 2016
- (b) Due Diligence Deadline: May 13, 2016
- (c) Settlement Deadline: May 13, 2016

**24. OFFER AND TIME FOR ACCEPTANCE.** Buyer offers to purchase the **Property** on the above terms and conditions. If Seller does not accept this offer by 4:00 PM Mountain Time, May 11, 2016 this offer shall lapse; and the holder of the **Earnest Money Deposit** shall return it to the Buyer.

\_\_\_\_\_  
(Buyer's Signature) \_\_\_\_\_ Date

\_\_\_\_\_  
Buyer's Name (please print)

\_\_\_\_\_  
(Notice Address) \_\_\_\_\_ (Phone)

**ACCEPTANCE/REJECTION/COUNTEROFFER**

---

**Acceptance of Offer to Purchase:** Seller **Accepts** the foregoing offer on the terms and conditions specified above.

\_\_\_\_\_ (Seller's Signature) \_\_\_\_\_ (Date) \_\_\_\_\_ (Time)

\_\_\_\_\_  
Seller's Name (please print)

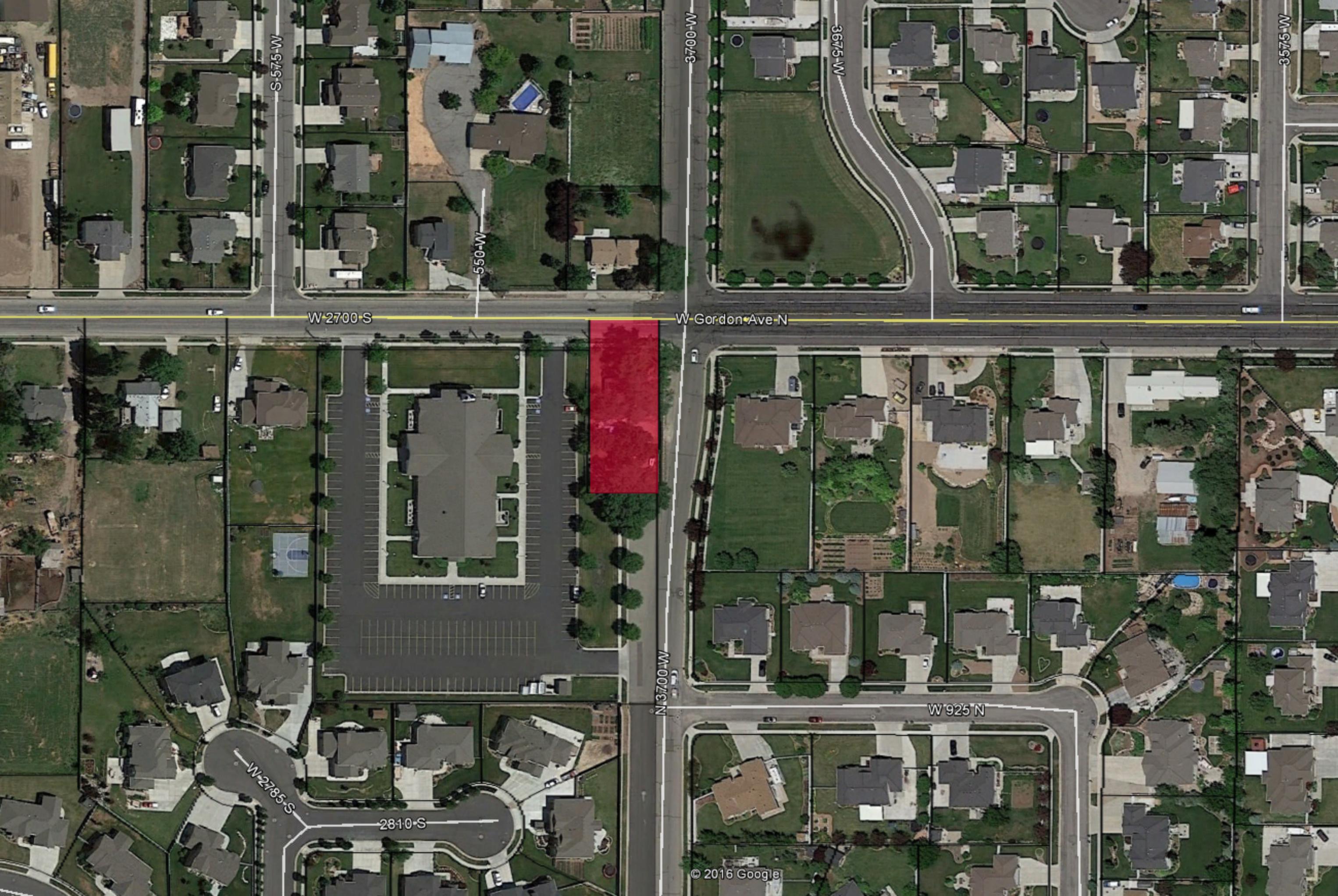
**Rejection:** Seller **Rejects** the foregoing offer.

\_\_\_\_\_ (Seller's initials) \_\_\_\_\_ (Date) \_\_\_\_\_ (Time)

**Counter Offer:** Seller presents for Buyer's **Acceptance** the terms of Buyer's offer subject to the exceptions or modifications as specified in the attached **Counter Offer #** \_\_\_\_\_

**ADDENDA:**

- Lead-Based Paint Disclosure & Acknowledgement



S-575-W

550-W

3700-W

3675-W

3575-W

W-2700-S

W-Gordon-Ave-N



W-2785-S

2810-S

N-3700-W

W-925-N





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# CITY COUNCIL WORK MEETING

May 10, 2016

## Agenda Item “F”

### **APPROVAL TO EXECUTE PROFESSIONAL SERVICES CONTRACT FOR REVIEW OF UNBILLED OR MISBILLED UTILITY SERVICES**

#### **Summary**

The City recently posted a Request for Proposals for companies to help identify unbilled or misbilled utility services (specifically, culinary water). As its name suggests, utility services which are either misbilled or unbilled will result in some people inappropriately getting free or reduced price water. These can arise from inadvertent actions, such as mistaken connections by homebuilders, or they can arise from deliberate actions such as homeowners intentionally bypassing the meter, using unmetered hydrants, or similar schemes.

ISI Water Company provided the only response to the City’s RFP. They are an experienced company with a record of analyzing utility data and assisting in correcting misbillings based upon both accidental and intentional conduct.

It is proposed that the Council authorize the Mayor to execute an Agreement with ISI Water Company, consistent with the terms provided by that company in its proposal. ISI proposes that it share in increased revenues associated with accounts after corrective action is both recommended and taken, for three years from the date of correction. It proposes that it receive 60% of the increased revenue. As this is a performance-based proposal, ISI would only receive compensation if its information led to actual revenue generation from the identified account.

Ultimately, the cost of misbilled or unbilled service is passed along to all other users of the water system. Thus, implementing this service may serve to postpone rate increases as the cost of delivery continues to rise.

The agreement will be terminable after a short amount of time, such as one year, if the City is not satisfied with the service or if it proves to be administratively burdensome.

By approving this resolution, you will authorize staff to draw up, and the Mayor to sign, an agreement with ISI to provide this service, consistent with the general terms provided in the proposal.

Questions regarding this item may be directed to Brody Bovero.

## **RESOLUTION R16-25**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE A SERVICE AGREEMENT WITH ISI WATER COMPANY FOR THE REVIEW OF UNBILLED OR MISBILLED UTILITY SERVICES.**

**WHEREAS**, the City maintains a culinary water system which is metered at the point of customer connection; and

**WHEREAS**, the City has requested proposals from independent contractors to assess billing information and identify potential losses of revenue associated with unbilled or misbilled utility services; and

**WHEREAS**, the ISI Water Company provided a Proposal in which it has agreed to provide this service to the City; and

**WHEREAS**, the proposal includes a performance-based fee proposal, by which the contractor will only collect a portion of revenue generated through repairs identified by the contractor through its analysis; and

**WHEREAS**, the City Council finds that the approval of this proposal and its subsequent agreement will benefit the City through improved billing information,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Approval.** The Mayor is authorized to enter into and execute an agreement with ISI Water Company for the review of unbilled or misbilled utility services, consistent with the proposal provided by the contractor, which proposal is attached hereto as Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately upon its publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |

**EXHIBIT “A”**



# CITY COUNCIL WORK SESSION May 10, 2016

## **Agenda Item “g”                      Potential Amendments to Arts Council By-Laws**

The Syracuse Arts Council previously prepared draft amendments to its by-laws. They have since revised their requested amendment. A previous staff memo (March 8, 2016) went through the changes included in their last request. Rather than highlight all amendments, I will highlight the differences between this amendment and the one previously submitted. For easy reference, the document uses a different color to highlight recent changes.

- The Arts Council’s second objective has been further redacted to remove the phrase “workshops and other appropriate means.” (Art. II, § 1(B)).
- The third objective has replaced “engage in and subsidize” with “encourage and sponsor,” and also removed a redundant provision that says they will comply with the law. (Art. II, § 1(C))
- Provides that votes to remove board members must take place in a public meeting, although discussions of competence may take place in a closed session. (Art. IV, § 3)
- Allows Board to appoint Interim Board Members while the appointment process moves forward with the Mayor and Council. As discussed in Council meeting, this would be limited to up to 20% of the vacant Board positions. (Art. IV, §5)
- Elimination of distinction between Working Funds and Permanent Funds. (Art. VII, §2)
- Broadens scope of offering by replacing the term “plays” with the term “shows” or “productions.” (Art. IX, § 1; Art. XIII, § 1)
- Removes the goal of fostering the enjoyment of production staff (Art. XIII, § 1(E)).

The other recommended amendments have not been modified.

Questions regarding these amendments should be directed to Judy Merrill, Arts Council Secretary, or Tara Bruce, Arts Council Chair.

Paul Roberts

**RESOLUTION R16-11**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL APPROVING AMENDMENTS TO THE BYLAWS OF THE SYRACUSE CITY ARTS COUNCIL.**

**WHEREAS**, the Syracuse City Arts Council has prepared proposed amendments to its by-laws and submitted them for City Council review; and

**WHEREAS**, pursuant to Syracuse Municipal Code § 3.45.020(H), rules and procedures of the Arts Council must be reviewed and approved by the City Council by resolution; and

**WHEREAS**, the City Council has reviewed the proposed amendments and made appropriate changes; and

**WHEREAS**, the City Council finds that the amendments will provide for the orderly administration of business before the Arts Council,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

**The attached by-law amendments are hereby approved.**

This ordinance shall be effective upon the date of publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, this 10<sup>th</sup> day of May, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

BYLAWS OF  
THE SYRACUSE CITY ARTS COUNCIL OF UTAH  
April 12, 2016

**ARTICLE I: NAME**

The name of this Organization is ~~t~~The Syracuse City Arts Council.

**ARTICLE II: OBJECTIVES AND PURPOSES**

Section 1: The purposes of this Organization are:

A) First, to present live ~~theatre~~ productions for the cultural education, entertainment, and inspiration of the community.

B) Second, to foster and develop, ~~through theatrical workshops and other appropriate means,~~ the artistic talents and skills of families and individuals within the Syracuse community and the surrounding communities ~~other interested persons.~~

C) Third, to ~~engage in and subsidize~~ encourage and sponsor social activities designed to foster the foregoing purposes of the Organization ~~as limited by the laws.~~

Section 2: In the furtherance of these objectives, the Syracuse City Arts Council may collect admission fees, gratuities, and bequests; may buy or otherwise acquire, sell, or otherwise dispose of, and mortgage or otherwise hypothecate real, personal, and mixed property of all kinds and may, in general, exercise all powers granted by the Syracuse City Council in the State of Utah.

Section 3: The Syracuse City Arts Council is a not-for-profit organization. No member of the Board ~~Organization~~ shall profit in any tangible way from its activities. All funds are to be disbursed in furtherance of the objectives set forth in Article II, Section 1. In the event of the dissolution of this Organization, all monies, property, and physical assets of the Organization shall be distributed for any worthy purposes in accordance with the recommendation of a majority of the votes cast, at a final meeting of membership called for that purpose, and accepted by the Mayor with the advice and consent of the City Council.

Section 4: The Organization is nonpolitical in character and shall not engage in political activities of any nature.

**ARTICLE III: MEMBERSHIP**

Any person of any age, race, creed, color, or sex may become a member of the Organization, and there shall be no differences among members regarding rights, privileges, activities, or duties.

**ARTICLE IV: ORGANIZATION**

Section 1: Board of Directors. The officers of this Organization, hereinafter referred to as the Board, shall be appointed as outlined in Syracuse City Code 3.45.020(A)(B) ~~every five years, upon recommendation of the current Board to the Mayor. The Board shall consist of no less than six voting members made up of five Syracuse residents and an employee of the Syracuse City Recreation Department. Positions of these Board members shall include a President and Vice President and may include a Treasurer and Secretary as well as Committee Chairs to oversee Public Relations, Music, Theatre, and any other branches of the performing arts. The Mayor may also appoint additional City residents as voting at large members as well as non-voting, ex-officio members with the advice and consent of the City Council.~~

A) Chair and Co-Chair. See Syracuse City Code 3.45.030(A). ~~The term of each elected Chair, as voted on by the members of the Board, shall be from September 1 to August 31. Voting members of the Board shall elect one of its members as Chair, or President. The Recreation Department representative shall act as Co-Chair, or Vice President, and as President pro tem in the event the President is unable to attend a scheduled meeting.~~

B) Other Officers. See Syracuse City Code 3.45.030(B). ~~The Board may elect other members to act as other officers of the Board who may then appoint volunteers to work in and aid in the operation of the various Committees of the Organization.~~

C) Advisor. See Syracuse City Code 3.45.020(C). ~~The City Council shall appoint one of its members to serve as an advisor of the Board. The advisor shall attend the meetings of the Board and serve only to advise and act as a liaison to the City Council regarding the Board, with no power to vote thereon.~~

Section 2: Committee Chairs. Board members shall serve as Committee Chairs over different programs offered by the Syracuse City Arts Council. Those Committees may evolve, as the Board deems appropriate, according to the changing needs of the community. However, when there are more committees than Board members, t~~The~~ Board will appoint

heads of specific Committees ~~Chairs~~ after publicizing and accepting letters of interest for a minimum of fourteen days. They will review all letters in a public meeting and select the best candidate by majority vote. To be considered for the position of Committee Chair, the candidate must have served within the Syracuse City Arts Council ~~that Committee~~ for a minimum of six months, unless the Board has no candidates who meet that requirement. In such cases, the Board may appoint the best volunteer by unanimous vote ~~one year during the twelve months immediately preceding said appointment.~~

Section 3: Removal from Office. See Syracuse City Code 3.45.020(D). ~~Members shall serve at the pleasure of the City, and City Council may remove Board members at any time by majority vote for misconduct and/or nonperformance of duties. Nonperformance of duties shall include a repeated failure to attend Board meetings.~~ The Board may also instigate the removal of any member or Committee Chair from office by a unanimous vote of the remaining Board members after careful and appropriate consideration of facts and applicable information, garnered from the general membership of the Organization, City officials and/or employees, or other appropriate sources. Discussion of the potential removal may occur during a closed executive session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual, but the vote must take place in an open meeting. The Board may also accept and forward, to the Mayor and City Council, resignations from Board members who will no longer be eligible to serve due to ongoing scheduling conflicts or changes in residency from the City of Syracuse, Utah, to another community or State.

Section 4: Vacancy. See Syracuse City Code 3.45.020(E). The Board may consider volunteers to fill such vacancies after publicizing and accepting letters of interest for a minimum of fourteen days. They will review all letters in a public meeting, select the best nominee by majority vote, and forward said nominee to the Mayor. To be considered for the position of Board member, the candidate must have served within the Syracuse City Arts Council for a minimum of six months, unless the Board has no candidates who meet that requirement. In such cases, the Board may appoint the best volunteer by unanimous vote. ~~Any vacancies of appointed Board members occurring for any reason shall be filled for the remainder of the unexpired term by appointment of the Mayor, with the advice and consent of City Council, in accordance with the procedures for appointments set forth by City Ordinance, and upon a recommendation of the Board. Such appointees shall serve for the unexpired term of the vacant position. The Board may temporarily fill any vacant Board position, during a public meeting, with a member of the Organization willing to serve in that position until the official appointment by Mayor and City Council.~~

Section 5: Temporary Vacancy. In the event any Board member is unable to serve for a period of not less than one nor more than six months, the Board may appoint, in a public meeting, a substitute to fulfill that member's duties during his/her absence. The Board may temporarily fill any vacant Board position, up to 20% of vacant Board positions during a public meeting, with a member of the Organization willing to serve in that position until the official appointment by Mayor and City Council. Temporary appointments shall be by majority vote of the sitting Board, and shall take place during a public meeting. The appointed individual shall be designated as an interim Board member.

## **ARTICLE V: MEETINGS**

Section 1: Meeting Location and Written Notice. All meetings of the general membership and the Board shall be held at a Syracuse City public building or another convenient public meeting location, designated by the Board, within Syracuse City, Utah. Written notice of such meetings, containing a statement of the purpose, shall be made public not less than twenty-four hours in advance. Written notice shall be posted at no less than one City Office building as well as published on the Syracuse City's and Organization's websites.

~~Section 2: Annual Meetings. An annual meeting of the general state of the Organization shall be held each March in Syracuse, Utah, or other convenient location, designated by the Board, in Syracuse, Utah. The purposes of the meeting shall be to receive input from the general membership, report on the financial state of the Organization, and transact any other business as may properly be brought before the meeting.~~

~~Section 23: Special Meetings. The Board may schedule special meetings, subject to the requirements of appropriate notice, at the request of at least three Board members or receipt of a petition signed by at least ten members of the general membership.~~

Section 34: Board Meeting. See Syracuse City Code 3.45.030(C). The Board shall meet no less than once quarterly in order to discharge the duties of the Board and carry out the purposes and objectives of the Organization. ~~Meetings shall be conducted in accordance with the Open and Public Meetings laws of the State of Utah.~~

Section 45: Voting. The Board shall not conduct official business on behalf of the Organization, except in the presence of a properly-constituted quorum. A quorum shall consist of a majority of the appointed Board members. Participation

through electronic means shall be adequate for creating a forum and voting on matters of the Organization. Each voting Board member present, either physically or via electronic means, shall be entitled to one vote. The Vice President shall only vote in the event of a tie vote. The majority vote of the Board during a meeting shall constitute the act of the Organization.

## ARTICLE VI: TERMS OF OFFICE

Section 1: Board Members. See Syracuse City Code 3.45.020(B). The terms for the five voting Board members shall be for five years, each year beginning on July 1 and ending on June 31.

These terms shall be staggered so that no more than one member's term expires at the same time. The terms of office for at large and ex-officio members shall be five years from the date of appointment. The term of office for Vice President shall be as determined by the Recreation Department Director.

Section 2: Chairperson of the Board President. See Syracuse City Code 3.45.030(A). The President shall serve a term of one year.

Section 3: Committee Chairs. Committee Chairs shall serve until August 31<sup>st</sup> of the year during which they are appointed, or, in the case of Board members, shall serve until the end of their term. Board members serving as Committee Chairs may ask to Chair a different Committee, based on valid reasons and concerns, which the Board may approve by way of unanimous vote for a term of one year.

## ARTICLE VII: FINANCES

Section 1: Policy. The Organization's basic financial policy shall be to raise and acquire funds for the purposes and objectives outlined in Article II Section 1 of these Bylaws, which may include the acquisition of funds and property to erect buildings suitable for those purposes, such as the following, and in keeping with the objectives of the Organization:

- A) Presentation of amateur theatrical productions and provisions for workshops, activities, and meeting facilities.
- B) The conduct and support of worthy activities, such as instruction in the theatrical arts and waivers of necessary fees for deserving students.

Section 2: Funds. The Organization shall allocate divide its properties and assets each year into the following funds.

A) Working Funds. These funds represent the allocation of assets in an amount necessary for the performance of the its routine administrative and operational tasks of the Organization, including, but not necessarily limited to, the budgeting of live theatrical productions, the administrative expenses of the Board, advertising, and correspondence as well as savings. The Working Funds are under the custody of the Treasurer and disbursed in accordance with direction of the Board. All reimbursements shall be made from Working Funds.

B) Permanent Funds. These funds represent the balance of the Organization's assets after the allocation of Working Funds and may be used for growth investments and acquisition of real property to enable the Organization to accomplish its objectives as defined in Article II herein. The Board shall administer oversee the Permanent Funds on behalf of the Organization (See Article X, Section 2) but said Funds shall be under the custody of the Treasurer and disbursed in accordance with direction of the Board.

B C) Reimbursements. See Syracuse City Code 3.45.020(F). All requests for reimbursements shall be approved by and submitted to the applicable Committee Chair, or other member previously designated by the Board of Directors who is overseeing the expenses for that particular purpose or project, and accompanied by an original receipt of actual expenses incurred and a written explanation for each expense, unless a majority of the Board approves a reimbursement without an original receipt.

Section 3: Gifts, Gratuities, and Bequests. These funds shall be administered by the Board and handled in the following manner:

- A) The solicitation mechanism for acquiring these funds shall be approved and designated by the Board.
- B) Unless a donor specifies a purpose for their gift, the Board may use any donation, in keeping with the goals of the Organization, as it deems appropriate. Donations for gifts, gratuities, and bequests shall be separated into the building fund or operating expenses, unless otherwise designated by the donor for a specific purpose.

Section 4: Banking Practices. All Working Funds of the Organization shall be maintained with Syracuse City. Permanent Funds may be maintained with a banking institution designated by the Board. Withdrawals from the Permanent Funds shall only be transferred to the Working Funds with Syracuse City and upon approval by the Board, in order to meet the financial obligations of the Organization. All checks, drafts, or orders for payment of money, notes, or other evidences of indebtedness issued in the name of the Organization shall be designated from the General Ledger account of the

Organization with Syracuse City only after submission of a written request by the Treasurer upon appropriately approved forms designated by Syracuse City.

Section 5: Interest in Assets. No member of the Organization shall have any right, title, or interest in any property of the Organization. No person, whose membership in the Organization is terminated, whether by death, resignation, or any other means, shall have any right, title, or interest in any asset or property of the Organization.

Section 6: Compensation. See Syracuse City Code 3.45.020(F). ~~Members shall serve without compensation, and all services performed shall be deemed “voluntary services” for purposes of The Utah Governmental Immunity Act. Members shall be deemed “volunteers” for purposes of City ordinances, rules, regulations, and policies concerning personnel, except that the Board shall provide reimbursement for actual expenses incurred upon prior approval or for reasonable and necessary expenses incurred in the performance of their duties as determined appropriate by the Board and upon presentation of proper receipts and vouchers. All expenses shall be consistent with the City’s purchasing policy and subject to administrative rules as established by the City Manager.~~

## **ARTICLE VIII: DUTIES OF BOARD MEMBERS**

Section 1: Chair President. See Syracuse City Code 3.45.030(A). ~~The President shall oversee the proceedings and activities of the Board.~~

Section 2: Treasurer. The Treasurer shall oversee the records of the Organization’s finances and be responsible for an accounting of said funds at any meeting of the Board or its general membership when requested in advance of said meeting. The Treasurer shall receive monies, monitor fund balances, and facilitate the payments of any applicable and approved indebtedness of the Organization as well as reimbursement of its members for approved expenses in accordance with the purposes and procedures outlined in Article VII and as directed by the Board.

Section 3: Board Member – Theater Committee Chair. When applicable, the Board member overseeing the Theatre Committee shall recruit committee members, organize and chair meetings and activities, and report, during monthly Board meetings, on the status of the productions, classes, Troupe, and any other related programs of the Committee.

Section 4: Board Member – Orchestra Committee Chair Music. When applicable, the Board member overseeing the Syracuse Symphony Orchestra Music Committee shall recruit committee members, attend Orchestra Board meetings and activities, and report, during monthly Board meetings, on the status of the Orchestra, ~~Chair,~~ and any other related programs and organizations of the Committee.

Section 5: Board Member – Sponsorships Committee Chair Community Relations. When applicable, the Board member overseeing the Sponsorship Committee Public Relations shall recruit committee members, organize and supervise solicitation efforts, and report, during monthly Board meetings, on the status of such publicity activities, volunteers, and sponsors sponsorships, and any other related information regarding donations and communications from the general membership.

Section 6: Board Member – Donations and Fundraising Committee Chair. When applicable, the Board member overseeing the Donations and Fundraising Committee shall recruit committee members, organize and chair meetings, supervise fundraising activities, and report, during monthly Board meetings, on the status of such fundraising efforts and donations to date.

Section 7: Board Member – Publicity Committee Chair. When applicable, the Board member overseeing the Publicity Committee shall recruit committee members, plan and ensure the successful implementation of all publicity efforts for the Organization, and report, during monthly Board meetings, on the status of such publicity efforts.

Section 8: Board Member – Technology Committee Chair. When applicable, the Board member overseeing the Technology Committee shall recruit committee members, manage communication for the Organization’s website, provide technical support, oversee and manage all technical equipment and duties, and coordinate updates for all related websites.

Section 9: Board Member – Committee Chair. As the Board identifies new or different needs in the Organization for the purposes of meeting its objectives and purposes, the Board may establish new committees or dissolve current ones. Available Board members shall chair active committees as established herein and oversee the successful implementation of goals identified by the Board, recruit committee members, and report, during monthly Board meetings, on the status of said efforts.

Section 106: Secretary. The Secretary shall keep accurate and legible records of the Board’s proceedings, including all minutes of meetings and decisions of the Board. He or she shall provide copies of the minutes to all Board members for adoption in a public meeting and file said approved minutes in the office of the City Recorder as public records and publish them, for the general public, on the Organization’s website.

## ARTICLE IX: DUTIES OF THE BOARD

See Syracuse City Code 3.45.040. It shall be the duty of the Board to act in an advisory and volunteer capacity to City Council regarding the administration and operation of the Organization, including, but not limited to, the following:

Section 1: Long-Range Plan. Prepare and recommend for approval by City Council a long-range plan, including goals, for the Organization and to review the adopted long-range plan on an annual basis and recommend any updates or changes to said plan;

Section 2: Implementation. Recommend and implement programs, policies, financing, funding, legislation, and other measures, programs, or activities for the administration and operation of the Organization consistent with the goals of the long-range plan;

Section 3: Annual Report. Submit an annual report to City Council regarding activities of the Organization;

Section 4: Needs of the Community. Identify the collaborative cultural arts needs of Syracuse City and implement strategies to address those needs;

Section 5: Events. Facilitate the presentation of a variety of arts-related events in Syracuse;

Section 6: Records. Keep records of the Organization's proceedings and make them available for inspection by the public at all reasonable times;

Section 7: Funding. Partner with selected community arts organizations to pursue funding to support the performing arts in Syracuse;

Section 8: Promote. Assist in the dissemination of news to recognize and promote performing arts in the community.

Section 19: Plays Productions. The Board shall approve all productions of the Organization, along with a schedule of performances. The Board shall use the report and recommendation of the Theatre Committee Chair as a guide in the selection of plays shows but shall not be bound thereby. The Theatre Committee shall recommend select the Production Producer and Director for each show play, and the Chair shall approve these positions by majority vote of the Board. In the case of failure to fulfill their duties as Producer or Director, the Theatre Committee Chair shall assume full responsibility for the production of such play. The Chair shall also rule on any matter referred to them by the Director or Producer or production staff.

Section 210: Finances. The Board shall approve the budgets for each Standing Committee. From time to time, it shall review the status of the two Funds and, when deemed prudent, transfer monies from the Permanent Fund to the Working Fund.

## ARTICLE X DUTIES OF COMMITTEE CHAIRS

Section 1: Assets. Committee Chairs shall have custodianship of and be responsible for all purchases, sales, exchanges, and assignments of all real property owned or donated for use by the Organization, all monies approved for their Committee budgets, and the maintenance, repair, replacement, or modifications of any property owned or donated for use by the Organization according to the approval of the Board. The Committee Chairs will notify the Board of any plans for repairs or alterations of any programs or property under their jurisdiction.

Section 2: Budgets. Committee Chairs shall solicit the Board for additional monies as may be required by the Committee to the extent funds are available. It shall be the duty of the Committee to exercise prudent financial judgment in investment of the Organization's reserve funds so as to protect the purchasing power of such funds entrusted to it from the effects of inflation and general economic changes. To this end, such funds may be invested in production supplies, costuming, music, rights to shows, and other applicable theatrical needs

## ARTICLE XI: FEES AND ADMISSION CHARGES

Section 1: Public Admission. Admission tickets may be sold to the general public for all productions of the Organization, unless otherwise determined by the Board. Prices for admission tickets shall be established by the Board.

Section 2: Social Events. Charges for attendance at social events shall be established by the Committee in charge of the event, subject to approval by the Board.

Section 3: Sponsorships Good Neighbor Program. The Board may solicit sponsors membership fees to its Good Neighbor Program for the benefit of providing the programs serving the purposes of this Organization and may do so by offering free City and surrounding communities' residents for participation and/or attendance to any and all productions and events presented by the Organization without additional costs as well as receipt of any other bonuses, e.g. recognition, extra admission tickets, etc., or benefits as chosen yearly by the Board.

## ARTICLE XII: STANDING COMMITTEES

Section 1: Establishment. Committee Chairs may establish Standing Committees, with Board approval, and appoint members to assist in the conduct of the affairs of the Organization. Standing Committees shall consist of a Chair and a minimum of two members and may include, but are not restricted to:

A) Bylaws. If constituted, this Committee shall receive all suggestions for amendments of these Bylaws, prepare them in proper form and identify them as amendments to specific Articles and Sections, present them to the Board for consideration and recommendation, and submit the final draft to City Council for approval.

B) House Management. If constituted, this Committee shall serve as custodian of the Theatre and associated facilities and shall be responsible for its maintenance and appearance.

C) Box Office. If constituted, this Committee shall be responsible for the establishment and operation of the box office for all live theatrical productions, including the printing of tickets, the collection of admissions, and the transmittal of such funds, with a full accounting, to the Treasurer.

D) Nominations and Recommendations. If constituted, this Committee, prior to the March Board meeting, shall prepare a list of nominees, after consent of each nominee, for any vacant or upcoming Board appointment or reappointment at the Annual Meeting. The Committee shall submit its report to the Board for consideration during the March annual meeting and subsequent recommendation to the Mayor.

E) Plays/Productions. If constituted, this Committee, under the direction of the Theatre Committee and by receiving suggestions from the general membership of the Organization, prospective directors, and others, and by the use of all available reference materials, shall select play titles and purchase or otherwise obtain sample copies of plays for reading. Plays shall be rated by each member of the Committee on quality of theme, situation, lines, characterizations, practicability for casting and production, potential audience appeal, and other criteria the Theatre Committee deems important. On the basis of the ratings, the Standing Committee shall select a sufficient number of plays to recommend for the ensuing season and present them to the Theatre Committee with synopses and its recommendations. Recommendations may include potential directors and possible season. The Committee shall verify that all plays selected are available for presentation by amateur performers. The report of the Standing Committee shall be presented by the Theatre Committee to the Board no later than the Annual meeting in March. The Standing Committee may submit receipts of expenses, approved by the Theatre Committee Chair, incurred in the discharge of its functions to the Treasurer for reimbursement.

F) Programs. If constituted, this Committee shall be responsible for preparation of the program for each theatrical production, including budget, design, execution on program, and working with the Publicity Chair for publicity needs.

G) Publicity. If constituted, this Committee shall prepare and arrange for all publicity for the Organization, including releases of a general character and those related to individual productions. Publicity activities shall be subject to prior approval of the Public Relations Committee Chair.

H) Lobby. If constituted, this Committee shall appoint a lobby coordinator and arrange for volunteers to serve as ushers and concession personnel for each performance.

I) Finances. If constituted, this Committee shall consist of the Treasurer, Secretary, and an assistant Treasurer. The Treasurer shall serve as Chairman, and the Committee shall prepare an annual budget for the next fiscal year for approval by the Board, during the April Board meeting, and City Council in April or May. The Committee shall conduct a quarterly review of all financial transactions and submit a report to the Board on the progress against the approved budget. The Board shall make these reports available, within a reasonable amount of time, to any member requesting such information.

J) Director/Producer. If constituted, this Committee shall identify candidate Directors and Producers and submit their names to the Theatre Committee for approval.

## ARTICLE XIII: THEATRICAL POLICY

Section 1: Policy. The Syracuse City Arts Council states the following to be their basic theatrical policy:

A) That a goal of the Organization is to achieve a finished production of any live theatrical presentation.

B) That live theatrical presentations shows may be presented to just the production actors' families, to sponsors Good Neighbor members, and/or to the general public or to any combination thereof as determined by the Board and Theater Committee.

C) That plays shows shall be selected with due regard for excellence, audience appeal, and production practicability.

D) That a minimum of one play production shall be presented each year.

E) That further goals shall be to provide opportunities and media for the exercise and enhancement of creative talents and skills of Syracuse residents and other interested persons, ~~foster the enjoyment of the production staff in presenting the best of live theatre,~~ and improve the cultural education and development of the community through the presentation of theatrical productions.

Section 2: Casting. The selection of performers to fill the roles of a play shall be based solely on the candidates' abilities to portray and project the roles in question, and, in the case of season ticket plays, based on public auditions. Performers may be either residents or non-residents of Syracuse. The casting of a play shall be under the control of the Director with assistance of the Producer and other Theatre Committee members as deemed necessary. Advance public notice of auditions must be published, no less than fourteen days prior, on the Organization's website, at the auditioning location, and any other media approved by the Board. Auditions shall be held over a sufficient period of time to provide all interested persons an opportunity to appear. It is the Organization's policy not to employ professional actors.

Section 3: Directors. A Director shall be recommended ~~chosen~~ for each play by the Theatre Committee prior to the beginning of the theatrical season. Due regard shall be given to the ability and experience of the candidates. The Director shall be responsible for the artistic interpretation and overall production of the presentation.

Section 4: Production. Producers are recommended ~~chosen~~ by the Theatre Committee prior to the theatrical season. A production staff shall be formed by each Producer to perform such functions as lighting crew, stage crew, makeup, and costumes. The Producer shall be responsible for the coordination of the efforts of the production staff, subject to the general supervision of the Director. The Producer may enlist the aid of residents and non-residents of Syracuse City in the formulation of the production staff and creation of rules for the conduct of the production aspects of the performance. The production staff shall assure that proper care is taken of the facilities used for the production whether rented, borrowed, or owned by the Organization.

#### **ARTICLE XIV: FISCAL YEAR**

The Fiscal Year of Organization shall run from September 1 to August 31 ~~match that of Syracuse City.~~

#### **ARTICLE XV: AMENDMENTS**

Section 1: Method of Amending. Amendments to these Bylaws may be proposed, in writing, to the Standing Committee over Bylaws, if constituted, or to the Secretary for inclusion on an upcoming ~~the March~~ agenda, or by any resident for consideration at an upcoming ~~the Annual~~ meeting. ~~Said Committee shall act upon each proposal in accordance with the provisions of Article XII, Section 1, Paragraph A hereof.~~

Section 2: Adoption. These Bylaws may be amended by a majority vote of the Board during at any Annual publicized Board meeting in March and approved by City Council, in a subsequent meeting, upon said recommendation of such vote ~~(if such amendments would require a change to City Code).~~

#### **ARTICLE XVI: PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Revised, shall govern this Organization, except insofar as they may be inconsistent with these Bylaws.



**The mission of the Syracuse City Arts Council is to provide as well as promote quality art opportunities and experiences within Syracuse City.**



# CITY COUNCIL WORK MEETING May 10, 2016

## Agenda Item “h”

## Parks Ordinance Amendment

### Summary

During a Council meeting last year, we discussed several provisions of City code which apply to parks, trails and city-owned open space. This spurred potential amendments to the code to address some of the issues raised during Council meeting. As we were amending the chapter, we identified numerous other potential amendments and provisions for which we require policy direction. This memo – while not exhaustive – will identify the major changes or requests for direction located in the draft changes.

#### Rulemaking authority & barring groups/individuals - § 4.35.020 & 4.35.030(D)

The Council has reserved the right to promulgate rules and to make a decision of whether to bar an individual or group from making reservations at facilities. These are tasks which could be delegated to the Parks & Recreation Director, City Manager, or another city official.

#### Smoking - § 4.35.040

Current code does not list smoking as unlawful in city-owned parks, trails or recreational facilities. The City may prohibit smoking, if it wishes to do so.

#### Nuisances - § 4.35.060

Current code includes some ambiguous terms which arguably could lead to suppression of protected speech under the constitutions of both the United States and the State of Utah. It is recommended that the language punishable under City code be limited to threats. Obscene or lewd acts are only prohibited if they fall under well-established state laws.

The current code also prohibits people from loitering while under the influence of alcohol or drugs (this is not limited to illegal drugs in the code), or who disturbs park users by soliciting, making undue noise, or engaging in disruptive activities. It is strongly suggested that this provision be amended to prohibit only aggressive soliciting, as an outright ban against soliciting in a public forum is likely unconstitutional. Multiple courts have upheld similar bans against aggressive solicitation – which refers to a person following, touching or pervasively antagonizing the person being solicited. It is unclear to what type of conduct “disruptive activities” refers, and it is recommended that this be removed, as well.

We also recommend putting a timeframe for the park to remain quiet, regardless of whether the park is open at this time. We have recommended quiet time between 10 PM and 7 AM.

#### Trespass Notices - § 4.35.065

When individuals violate the rules of the park, a citation does not prohibit them from returning the next day and committing the same offenses. This section expressly allows peace officers or

the Parks Director to issue trespass notices against those who repeatedly violate rules, who are threatening, or who violate state laws.

The public generally have an interest in not being unlawfully excluded from a park. In order to provide lawful trespass notices, there must exist a right to appeal the decision to a neutral decision-maker. If we lacked this level of basic administrative review, then there exists the possibility that this would be deemed a due process violation. Due process exists to ensure that no improper motives were involved in the decision to ban someone from the park. As an example, an employee who banned an ex-spouse from the park out of spite would be properly reversed by an appeal, as would an official who banned someone for belonging to a certain political party or on the basis of race, gender, national origin or religion.

#### Signs & Advertising - § 4.35.080

This change is also necessary to remove the blanket prohibition against solicitation.

#### Animals - § 4.35.090

A minor amendment is recommended, as this would prohibit anyone from allowing their animals to come close to trees or shrubs, rather than only prohibiting the actual damaging of those plants. A small amendment also expands the prohibition against trapping, shooting, poisoning or injuring animals to include all animals, rather than just wild animals.

#### Personal Profit or Gain - § 4.35.120

Current code prohibits someone for reserving park areas and multi-use spaces for personal profit or financial gain. This policy could be re-visited in order to capture additional revenue from those who wish to make reservations of city facilities for financial gain. For instance, if a person wanted to rent the Jensen Pond Nature Center in order to hold a seminar for prospective clients, this would be prohibited by the ordinance. Rather than prohibit the use, the City could establish a separate fee for business uses of City facilities.

If the City wishes to retain the prohibition, then it should also consider whether non-profits or charitable organizations are similarly barred from holding fund-raisers at city facilities. This would arguably fall under the term “financial gain.”

#### Hours of Closure - § 4.35.130

Staff recommend closing hours to be from dusk until dawn, rather than between midnight and 5:00 am. Although this results in opening hour adjustments throughout the year, it encourages park users to leave when night-time hours have set in. This rule does not apply to trails, or to areas which are posted with different hours, such as the Jensen Nature Pond (which allows for around-the-clock fishing). It also would not apply to scheduled events or city events (such as the Pumpkin Walk).

#### Park Availability - § 4.35.140

This recommended change makes it clear that facilities may be closed due to the season and maintenance needs, rather than limiting reservations to specific dates. It also indicates that facilities for rent may be identified by referring to the Consolidated Fee Schedule. A further amendment requires organized sports teams to reserve and pay for City facilities. Team practices and games have a significantly greater impact on fields.

#### Entertainment & Similar Activities - § 4.35.150

A recommended addition makes it clear that we are not prohibiting free speech events, protests or other First Amendment protected activities in public parks, which are considered public fora.

Skatepark - § 4.35.190

These changes remove the prohibition related to bikes or scooters in the skatepark. It requires users to follow the rules, and encourages individuals to report dangerous conditions to the City.

When it comes to safety equipment, staff recommends that ordinance only strongly recommend the equipment. The underlying reason for this recommendation is that city staff do not have sufficient resources to enforce that type of rule. If the city cannot enforce the rule, then it is not recommended that we adopt a rule which could potentially open the city up to liability for negligent supervision.

The specific violation section has been removed, but a chapter-wide enforcement section is added later, which still includes skateparks.

Trails - § 4.35.210

We recommend a more succinct statement regarding Council establishment and termination of trails.

We also recommend removal of the prohibition on alcohol and drugs – not in order to encourage their use on trails – but due to it being duplicative of the rule already provided in section 4.35.040.

We further recommend that city officials be permitted to post signs on the trail, and that we provide an exception for medical emergencies that impede or obstruct the trail.

Equestrian Park - § 4.35.220

As above, we needn't repeat the ban on alcohol, drugs or gambling, in light of section 4.35.040.

Violations – Penalty - § 4.35.230

This proposed section makes any violation of park rules an Infraction. By state law, any infraction may be punished by up to \$750, but does not carry with it the possibility of jail time. Alternatively, the City could impose up to a \$1,000 fine for violations of city code.

The section makes it clear that the city could pursue other remedies, such as injunctions, trespass notices, or both administrative and criminal actions.

We welcome additional direction as we undergo this fairly comprehensive review of the chapter. Questions regarding the changes may be directed either Kresta Robinson or me.

Paul Roberts

**ORDINANCE NO. 16-09**

**AN ORDINANCE AMENDING CHAPTER 4.35 OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO CITY PARKS AND TRAILS.**

**WHEREAS**, the City owns and maintains multiple public spaces throughout the City which have recreational value, such as parks, trails and multi-use open spaces; and

**WHEREAS**, the City Council, from time to time, must amend its codes to reflect changing circumstances and legal requirements associated with its facilities; and

**WHEREAS**, the Council finds that the amendments to this Chapter will improve the management of these public spaces for the benefit of all residents and visitors and improve the health and welfare of the City's inhabitants,

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Amendment.** The following sections of Syracuse City Municipal Code are hereby amended as attached in Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 3. Effective Date.** This Ordinance shall become effective immediately after publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10th DAY OF May, 2016.**

**SYRACUSE CITY**

ATTEST:

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Cassie Z. Brown, City Recorder

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Mayor Terry Palmer

Voting by the City Council:

“AYE” “NAY”

|                        |     |     |
|------------------------|-----|-----|
| Councilmember Anderson | ___ | ___ |
| Councilmember Bolduc   | ___ | ___ |
| Councilmember Gailey   | ___ | ___ |
| Councilmember Lisonbee | ___ | ___ |
| Councilmember Maughan  | ___ | ___ |

## Exhibit A

## Chapter 4.35 CITY PARKS AND TRAILS

### Sections:

- [4.35.010](#) Definitions.
- [4.35.020](#) Authority to establish.
- [4.35.030](#) Care of parks, trails and multi-use open space.
- [4.35.040](#) Alcoholic beverages, drugs or gambling.
- [4.35.050](#) Open fires.
- [4.35.060](#) Nuisances.
- [4.35.065](#) ~~Trespass notices.~~
- [4.35.070](#) Motor vehicles and speed limit.
- [4.35.080](#) Signs and advertising.
- [4.35.090](#) Animals.
- [4.35.100](#) Golf and archery.
- [4.35.110](#) Athletic games.
- [4.35.120](#) Personal profit or financial gain.
- [4.35.130](#) Hours of closure.
- [4.35.140](#) Park availability.
- [4.35.150](#) Entertainment and similar activities.
- [4.35.160](#) Concessions.
- [4.35.170](#) Property reservations and fees.
- [4.35.180](#) Camping or sleeping overnight.
- [4.35.190](#) Skatepark.
- [4.35.200](#) Aquaculture facilities.
- [4.35.210](#) Trails.
- [4.35.220](#) Equestrian park.
- [4.35.230](#) ~~Violations – Penalty.~~

### 4.35.010 Definitions.

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~~For purposes of this chapter:~~

- (A) ~~Parks and Trails Defined. For purposes of this chapter, a “pPark” or “trail” shall be defined as~~ means real property owned, leased or controlled by the City and operated and maintained by the City, ~~and which property~~

is set apart for the use of the general public as developed ground primarily utilized for active and passive recreational uses, ~~parking areas for such uses, and which is usually, or may be, planted with trees, lawns and other landscaping, and which may include within its boundary facilities for sports, entertainment, dancing, recreation, swimming~~ or is planned for such future use.

(B) ~~Multi-Use Open Space Defined. For purposes of this chapter, "m~~Multi-use open space" ~~shall be defined as means~~ real property owned, leased or controlled by the City and operated and maintained for a primary purpose which is ~~related to utility utilities, health or health and or safety-related~~, but which also provides incidental recreational use. A multi-use open space is not a park or a trail.

#### **4.35.020 Authority to establish.**

The ~~City Council~~ may establish such reasonable rules and regulations as may be necessary for the use, control, management and protection of the public parks and trails and for multi-use open space.

**Comment [PR1]:** Does the Council want to retain this, or delegate rulemaking authority to Parks & Rec Department?

#### **4.35.030 Care of parks, trails and multi-use open space.**

(A) In any park, trail or multi-use open space owned or operated by the City, it shall be unlawful to cut, break, move, take or otherwise injure, destroy or deface any trees, shrubs, plants, turf, rock or any building, fence, bridge, sign or other structure, or pollute any spring or stream.

(B) No person shall dump any earth, rubbish or other substance or material in or upon any park, trail or multi-use open space without written permission from the City.

(C) No person shall throw or deposit litter in any park, trail or multi-use open space within the City except in public receptacles and in such a manner that the litter will ~~be prevented from being carried or deposited by the elements~~ ~~not be blown by wind~~ upon any part of the property or upon any street or other public place. Where public receptacles are not provided ~~or are full~~, all such litter shall be carried away from the property by the persons responsible for its presence ~~and properly disposed of elsewhere~~.

(D) All persons and groups reserving facilities under this chapter shall leave the property clean and in good repair. Persons violating this section may be barred from further reservation of the facilities, ~~at the discretion of the City Council.~~

**Comment [PR2]:** Does the City Council want to reserve this administrative action, or delegate it to the Parks & Rec Director?

(E) It shall be unlawful to scratch, cut, injure or deface any of the buildings, fences, structures or other property or pollute any of the fountains, ponds or any other improvements; or to cut or injure flowers or flowerbeds within

a park; to walk upon turf or seeded areas where posted; or for the owner of any dog to allow the same to run at large within the parks, trails or multi-use open space.

#### **4.35.040 Alcoholic beverages, drugs or gambling.**

The sale, consumption or possession of intoxicating liquors or beverages, ~~and dangerous or narcotic~~ illegal drugs, or gambling of any kind, is prohibited in all parks, ~~and~~ on all trails, and on multi-use open space properties of the City. Smoking is prohibited within any park or multi-use open space, or upon any trail of the City.

**Comment [PR3]:** Do we want to prohibit smoking in public parks and on trails? State law permits us to do so. See UCA § 26-38-6(2).

#### **4.35.050 Open fires.**

No person shall make or kindle any open fire except in designated fireplaces, fire pits, ~~and~~ grills provided for this purpose, or in privately owned ~~and~~ portable commercially manufactured grills. Grills provided for public use shall be on a first come, first served basis. After use, all coals shall be drowned, cooled and removed from the property by the user.

#### **4.35.060 Improper conduct, Nuisances and criminal activity.**

(A) It shall be unlawful for any person to use threatening, ~~abusive, insulting or indecent~~ language; to commit any obscene or ~~indecent lewd~~ act in violation of state law; to fight; ~~or to create a public disturbance or~~ maintain a nuisance in any park, trail or multi-use open space; or to violate posted rules or regulations.

(B) Any person ~~who loiters in a park, trail or multi-use open space under the influence of alcohol or drugs or~~ who ~~otherwise~~ disturbs the peace of park users by aggressively begging, soliciting money or goods, or making undue noise between the hours of 10:00 p.m. and 7:00 a.m., or engaging in disruptive activities shall be deemed to create a nuisance. For purposes of this section, a person solicits aggressively when that person does so in an "aggressive manner," as defined by Utah Code Ann. § 41-6a-1009(8), as amended.

(C) It is unlawful for any person or persons to ~~create any nuisance or~~ commit any offense that is in violation of state law or City ordinance or fail to obey the lawful ~~directives and/or~~ orders from any Law Enforcement Officer or ~~their a~~ designated City official.

#### **4.35.065 Trespass notices.**

(A) The City Parks and Recreation Director or a City Law Enforcement Officer may issue trespass notices against those who violate state laws within the park, who engage in violent or threatening behavior, or who have violated park rules on more than one occasion.

(B) A person who has received a trespass notice may, within ten (10) days of receiving the trespass notice, appeal the notice by filing a written appeal with the City Recorder. An appeal of a trespass notice is heard by the City Manager. At the hearing, the person may cross-examine any witnesses produced by the city, and a trespass notice is upheld if a preponderance of the evidence supports its issuance.

(C) Trespass notices shall be effective for up to one year and shall restrict the person from entering into or upon any park owned or operated by the City. Those who violate a trespass notice are subject to prosecution for criminal trespass, as provided in Utah law.

#### **4.35.070 Motor vehicles and speed limit.**

No person shall ride in or drive any motor vehicle upon any park, trail or multi-use open space except upon roads, parking areas or other hard-surfaced areas designated for motor vehicle operation. This shall not apply, however, to motorized equipment used within the property by officers or employees of the City, the Department of Wildlife Resources, or other county or state agency in the performance of their official duties. It is prohibited for any person to commit any act, by use or operation of any motor vehicle on any park, trail or multi-use open space, which if committed upon a public highway or street in the state, would be prohibited and unlawful.

(A) Speed Limit. Speed limits for motor vehicles within all parks, trails or multi-use open spaces, or their parking areas shall be 45-10 miles per hour unless otherwise posted.

(B) Manner of Operation. No motor vehicles shall be operated in a careless or reckless manner to such an extent that it will endanger the peace, health and safety of any other person or animal within the property.

(C) Parking. There shall be no parking at any time except in areas designated for such purposes. Abandoned vehicles shall be towed at owner's expense. No one shall test or repair any vehicle or mechanical device in any park, trail or multi-use open space.

#### **4.35.080 Signs and advertising.**

(A) Regulatory Signs. Where signs have been posted under the direction of City officials on any City-owned or City-leased property regulating walking, entertainment, sports, use of vehicles, parking, instructions as to animals, fishing, swimming or containing other regulatory information, it is unlawful for any person to violate the provisions of such regulatory signs.

(B) Other Signs and Advertising. No person shall, without written permission of the Parks Superintendent and Recreation Director or his/her designee, erect, paint, paste or otherwise affix or distribute any signs,

**Comment [PR4]:** Some level of due process should be provided if we decide to provide for trespass notices. See e.g. *Catron v. City of St. Petersburg*, 658 F.3d 1260, 1269 (11<sup>th</sup> Cir. 2011); *Vincent v. City of Sulphur*, F.Supp.3d 626, 639-40 (W.D. La. 2014); *Cuellar v. Bernard*, 2013 WL 1290215, \*4-5 (W. D. Texas March 27, 2013). Appeals could be made to any administrative body; considering the slight interest at stake, the level of process due is quite low. As such, an appeal to the city manager or a designee would be appropriate process.

advertisements or circulars on parks, trails or multi-use open space. ~~The sale of anything or the solicitation of funds or donations is forbidden.~~ No person may sell goods or services in parks, except upon written permission from the City.

#### 4.35.090 Animals.

Except in the City's equestrian park, horses, cattle, and livestock of any kind are prohibited in any park. Domestic animals, i.e., dogs or cats, on a leash no more than six feet in length and under the control of a person may be brought into parks, trails and multi-use open spaces. It is unlawful for any person to hitch or fasten any animal to any tree, shrub, fountain, monument, lamppost or any other ornament growing or situated in any public street, public park or place within the corporate limits of the City. It is unlawful for any person to allow any animal under his control to ~~stand near enough to any such trees or shrubs~~ to bite, ~~scratch~~ rub against or otherwise injure trees or shrubs ~~the same~~.

No person shall annoy, interfere with, injure, release from confinement, or abandon any fowl, or animal, wild or domestic, in a City park or on a trail, or in multi-use open space.

No person shall set a trap or snare, or shoot, injure, or poison any ~~wild~~ animal or bird in a park, trail, or multi-use open space, or injure or destroy any nest, except as authorized by an Animal Regulatory Officer.

#### 4.35.100 Golf and archery.

Practicing, playing or using public park areas, trails or multi-use open spaces for golf and archery is prohibited.

#### 4.35.110 Athletic games.

Permits are required for using City property for organized athletic events. Permits will be issued by the City and shall not interfere with City sponsored athletics or other events. A valid permit shall be displayed upon request in order to avoid conflicts in the use of facilities. Persons failing to honor a valid permit may be denied future permits to use the facilities.

#### 4.35.120 Personal profit or financial gain.

Reservations for park areas or multi-use open spaces or facilities shall not be granted for personal profit or financial gain without written permission from the City.

#### 4.35.130 Hours of closure.

(A) It shall be unlawful for any person, minor or adult, to be on any City park or multi-use open space, parking lot or sidewalk within property boundaries during between the hours ~~of 12:00 midnight and 5:00 a.m.~~ from dusk

**Comment [PR5]:** Do we want to retain this policy? You can adopt tiers of fees – those for non-residents or non-local ventures (whether for-profit or otherwise), and those for residents or local businesses. We should also consider whether to include non-profit or charitable organizations.

until dawn, except as otherwise posted or permitted by the City. The City shall reserve the right to lock any gate or chain any door offering access to any property or building in order to restrict night-time usage thereof.

(B) This section does not apply to the following:

- (1) An individual or group involved in a City-sponsored activity where a City employee or an agent of the City is present.
- (2) In any areas that may be designated for overnight camping, provided those camping possess a permit therefor.
- (3) By written permit; provided, that the possessor of the permit strictly complies with the requirements therein.

(C) The City ~~Administrator-Manager~~ or his designee may temporarily close or curtail activities upon any City-owned lands or waters, or any portions thereof, when it has been deemed to be in the best interest of public safety, conduct, health or order.

#### **4.35.140 Park availability.**

~~(A) Certain P~~park facilities and multi-use open spaces may be reserved for use subject to their availability, their good repair or maintenance, and seasonal considerations any day between April 15th and October 15th. Facilities and spaces available for reservation are identified in the City's Consolidated Fee Schedule. The City reserves the right to withhold reservations for any given day during the period of availability for any City sponsored event or if the City determines there is necessary maintenance, cleanup, repair, or other work of an extraordinary nature that needs to be performed on any property or facility.

~~(B)-The use of city park facilities by organized sports teams, whether for practice or competition, must first pay the reservation fees associated with the facility the team will be using. Teams may not use facilities without payment of fees, even if the facilities are vacant when the teams wish to use the facilities, and must provide proof of reservation upon request by City officials. For purposes of this section, organized sports teams means any group of individuals, regardless of age, that participate in league or tournament play.~~

#### **4.35.150 Entertainment and similar activities.**

No commercial entertainment, demonstration, exhibition, meeting, concert or tournament, whether public or private, shall be given in any park, trail or multi-use open space without having obtained the written permission

from the City. ~~This section does not prohibit free expression activities, such as non-commercial demonstrations, protests, or assembly for non-commercial purposes.~~

#### 4.35.160 Concessions.

No person may sell food, drinks, or other items in the park, trail or multi-use open space except as may be permitted by special contract approved by the City.

#### 4.35.170 Property reservations and fees.

In general, park, trail and multi-use open space usage is available on “first come, first served” basis. Planned events in which a reservation has been obtained shall have priority over events or uses that have not obtained a reservation.

(A) Reservations. Application for reservation of amenities may be made at the City office.

(B) Fees. A fee set by resolution shall be charged and collected at the time of reservation.

(C) Keys. Keys to reserved facilities may be picked up at the City offices on the last working day prior to the date of the reservation and returned on the first working day thereafter. A deposit shall be required and shall be forfeited if the key is lost or damaged. No such key shall be duplicated except by authorized City personnel.

#### 4.35.180 Camping or sleeping overnight.

Camping or sleeping overnight in City parks, trails or multi-use open space is prohibited without first obtaining a permit from the City.

#### 4.35.190 Skatepark.

(A) In any skatepark facility owned or operated by the City of Syracuse, the use of ~~bicycles of any type, scooters, similar devices, and~~ motorized vehicles is prohibited.

(B) Persons riding a skateboard, ~~bicycle or scooter,~~ or using roller skates, or in-line skates in a skatepark facility owned or operated by the City shall, without City supervision, skate at their own risk. The use of safety equipment including helmets, kneepads, elbow pads, and wrist guards is ~~strongly recommended.~~

(C) Any person ~~riding a skateboard, roller skates, or in-line skates in~~ using the facility shall exercise extreme caution, respecting the use of the facility by other ~~skaters/users,~~ and complying with all ~~other City ordinances pertaining to public peace, morals, and welfare~~ rules or applicable ordinances.

**Comment [PR6]:** We may require the use of safety equipment. There are some concerns from our police department about effective and efficient enforcement.

(D) It is unlawful for any obstacles, including ramps, rails, or similar equipment or material not constructed as part of the skatepark, to be on the premises including, but not limited to, parking lots, sidewalks, grass areas, spectator areas, or other City property.

(E) ~~It is unlawful for any u~~Users or spectators ~~to not~~should report any damaged facilities or hazardous conditions to the City.

(F) It is unlawful for any person to organize events at the skatepark facility without prior written approval from the ~~Director of~~Parks and Recreation Director or his/her designee. The City reserves the right to organize, promote, sponsor, and rent the facility for special events and may preempt other scheduled events at its own discretion ~~if necessary~~.

(G) It is unlawful for any person to ~~skate in the use~~ skatepark facilities before dawn ~~and~~or after dusk on any day. The facility shall be open to the public dawn to dusk unless otherwise posted. The operating schedule of the facility may be curtailed at the discretion of the City for inclement weather, special events, unforeseeable circumstances, or for repairs to the skatepark.

(H) Any person who fails or refuses to comply with the provisions of this section and who is injured while using the skatepark facility shall be deemed negligent.

~~(I) Any person failing to comply with the above stated rules and regulations is guilty of an infraction and subject to citation.~~

#### **4.35.200 Aquaculture facilities.**

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(A) Fishing. The use of any park with aquaculture facilities for the purpose of fishing must be in compliance with Title 23, Utah Code Annotated 1953 (Wildlife Resources Code of Utah), the rules and proclamations promulgated thereunder, orders issued pursuant thereto, and the provisions of this section.

(1) Ice skating and/or ice fishing shall not be allowed on any lake, pond, reservoir or stream within an aquaculture facility.

(B) Swimming. Except by special permit issued by the City Council, no person shall swim, bathe or wade in the waters of any fountain, pond, lake or stream not set aside for the purpose of swimming, bathing or wading or pollute the waters of any fountain, pond, lake, reservoir, or stream in any public park or playground. Domesticated animals are prohibited from swimming in any City park aquatic facility.

This section shall not apply to rescue efforts or the care and maintenance of aquaculture facilities.

(C) Flotation Devices – Motorized Boats or Flotation Devices. No person shall ride in or drive any motorized boat upon any lake, pond or stream within said aquaculture facilities. This shall not apply, however, to motorized boats used within the park by officers or employees of the City or of the Department of Wildlife Resources in the performance of their official duties in the care and clean-up of the facilities. Self-propelled boats, which are limited to small row boats (12 feet or less), float tubes, kick boats (pontoon boats), kayaks, paddle boats, and canoes will be allowed within said aquaculture facilities. In accordance with Utah law, all boats are required to have at least one Type 1, 2, 3, or 5 U.S. Coast Guard approved personal flotation device (life jacket) of proper size, in serviceable condition, and each person aboard any boat shall wear a personal flotation device at all times. All personal flotation devices must be used in accordance with the age, weight, activity, and use restrictions listed on the U.S. Coast Guard approval label.

(D) Model Boating. No person shall engage in model boating in, on or upon the waters of any aquaculture facility in the City of Syracuse.

(E) Aquatic Animals. No person is to put in or around any lake, pond or stream any type of nonnative or domesticated fish, frog, or any other kind of amphibian or aquatic animal including, but not limited to, goldfish, frogs, lizards, snakes, etc.

#### **4.35.210 Trails.**

~~Public T~~rails may be ~~established along specified corridors within the City from time to time designated~~ by the City Council ~~designating areas as such trails. After initial establishment of any trail, and~~ the City Council ~~shall thereafter have the right to may~~ terminate such areas as trails upon majority vote of the City Council.

Designated trails located within the City shall be maintained by the City. Such maintenance shall include mowing, watering and providing general maintenance to vegetation and facilities located within the designated trail areas pursuant to a maintenance plan and schedule determined by the City.

Trails established for pedestrian and nonmotorized vehicle usage shall generally be subject to all parks regulations. To ensure the safety and enjoyment of citizen usage, protection of wildlife, and of the natural resources, the following restrictions shall apply to all trails within the City:

(A) No horses or other equestrian animals shall be allowed on any pedestrian trail. All dogs, cats or other pets shall be on a leash no longer than six feet long.

(B) No motorized vehicles shall be allowed except for medical and regulatory agencies, i.e., police, animal control, maintenance and construction vehicles approved by the City.

(C) ~~No consumption of alcoholic beverages and/or drug usage, possession, or sale shall be allowed on any trail.~~ It is forbidden to operate a bicycle under the influence of drugs or alcohol on any trail.

(D) Cyclists riding two abreast shall not impede the normal movement of trail pedestrians and shall be subject to riding within a single lane. Cyclists shall maintain a safe speed along trails and shall be able to stop bicycles within 25 feet from a speed of 10 miles per hour on dry, level, clean pavement. Persons riding bicycles, skateboards, and roller blades shall yield to pedestrians.

(E) No marking, disfiguring, or tampering with the trail surface or its surrounding area shall be permitted without consent from the City.

(F) All trail users shall obey trail signs posted. No individual shall post signs upon any trail, except City officials.

(G) No trail user shall, ~~under any~~except in emergency medical circumstances, ~~be permitted to~~ impede or obstruct a trail right-of-way.

#### **4.35.220 Equestrian park.**

The City's equestrian park shall be used mainly for activities involving horses and other domesticated animals. The City shall govern the use of the equestrian park and may prohibit specific activity uses. In addition to regulations for all parks generally, the following regulations shall be enforced at the equestrian park:

(A) The park may be used on a "first come, first served" basis unless prior reservations have been approved by an individual or group at the City office.

(B) Users of the equestrian park shall assume full liability for injury or damages of any nature that may occur to animals, people or property while using the equestrian park and shall hold the City harmless from any and all incidents, injuries, damages or occurrences that may arise out of the use of the rodeo grounds, the conduct of users' agents, employees or members of users' organizations, the presence, movement or operation of users' vehicles and/or trailers, and the animals present at the rodeo arena.

(C) Users of the park shall not keep, maintain, or leave any personal property at the park without the written consent of the City, and without paying additional fees as established by the City Council.

(D) No animals shall be allowed to run free outside of the equestrian park boundaries.

~~(E) As with all other parks, possession, sale, or consumption of alcoholic beverages and dangerous or narcotic drugs, or gambling of any kind, is prohibited at the equestrian park.~~

(EF) Use of the park for demolition derbies is prohibited.

#### **4.35.230 Violations – Penalty.**

~~(A) A person who violates any regulation or rule established under this chapter is guilty of an infraction, and subject to a fine not to exceed \$ \_\_\_\_\_. The City may pursue this penalty through either criminal or civil administrative processes, at the City's sole discretion.~~

~~(B) A prosecution under this section does not prohibit the City from pursuing additional or alternative remedies to abate nuisances or enforce its rules.~~

**Comment [PR7]:** This section is new in order to address violations of any park rule. The maximum penalty for a city code violation is \$1,000, and the penalty for an infraction is up to \$750. The Council should designate the fine they would like to see imposed. Serious violations will be prosecuted as violations of the state code.



# CITY COUNCIL WORK MEETING

May 10, 2016

## **Agenda Item “i”**

## **FORMATION OF AD HOC PARK DESIGN COMMITTEE**

### **Summary**

The City Council may create subcommittees of an ad hoc nature to advise the Council generally.

Two councilmembers have requested the formation of a Park Design Committee, which would function on an ad hoc basis. As such, there will not be a need to adopt an ordinance or go through more rigorous processes associated with standing committees, commissions and boards.

Details as to the membership, scope, and length of time for service should be established by the Council in its resolution. A draft resolution with basic provisions and its anticipated scope is included in the packet. The resolution will need to be finalized between the Work and Regular sessions if you wish to take action on it during the May 10 meeting.

Paul Roberts

## **RESOLUTION R16-26**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL FORMING AN AD HOC COMMITTEE TO ADVISE THE COUNCIL ON THE ISSUE OF PARK DESIGN.**

**WHEREAS**, the City owns multiple park properties which have not yet been developed to completion; and

**WHEREAS**, the City Council desires to engage in a park design process, drawing upon the expertise of certain individuals, and the input of residents from neighborhoods throughout the City; and

**WHEREAS**, the Council is permitted to form advisory committees pursuant to Syracuse Municipal Code § 2.10.130, to advise the City Council on issues affecting the City; and

**WHEREAS**, the Council finds that the creation of an ad hoc, Park Design Advisory Committee, will aid the Council in determining the appropriate development and placement of amenities in park spaces within the City,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Formation.** The Council hereby forms the Park Design Advisory Committee. Membership of this Committee shall include two Councilmembers: [NAME] & [NAME], [INSERT OTHER KNOWN PARTICIPANTS], and the councilmembers serving on the Committee may invite residents to participate as members of the Committee. The committee shall be composed of volunteers; none of the resident volunteers shall receive compensation or a stipend for their work on the Committee.

**Section 2. Scope.** The Committee shall consider the placement of park amenities, playground and sports equipment, parking areas, vegetation and trees, and trails or other improvements associated with City-owned parks. It shall recommend a prioritized list of such improvements, taking into consideration all of the parks within the City. [ADD AS APPROPRIATE]

**Section 3. Time to Complete Assignment.** It is anticipated that the Park Design Advisory Committee shall complete its work by [DATE]. If the Committee has not yet completed its work by that date, it shall report back to the Council and request an extension of its completion date. Upon completion, the Committee shall submit a report of its recommendations to the City Council.

**Section 4. Effective Date.** This Resolution shall become effective immediately.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |

**EXHIBIT “A”**

## Parks Design Committee

**Mission:** The Parks design committee will serve to evaluate the current city parks land, proposed city park land, and public green spaces within the city limits to make sure a diverse and equitable opportunity for citizens across the city is available within our parks offering. This committee will be tasked with producing proposed master plans for undeveloped park spaces that will include potential amenities, best uses, and community service development opportunities. These plans and recommendations will be presented to the city to serve as means for expediting the development of these lands.

**Term of Service:** This committee will serve to accomplish this specific assignment and will dissolve at the end of the assigned project.

### Committee Structure:

Councilmember to chair the committee: Councilman Maughan

Staff advisors to the committee: Noah Steele and Kresta Robinson

Volunteer Citizens Committee members:

At least one member will reside:

west of 3000 West and north of Antelope Drive

west of 3000 West and south of Antelope Drive

between 3000 West and Bluff Street south of Antelope Drive

south of 2700 South and West of 1000 West

east of 1000 West

east of 2000 West and north of Antelope Drive

1000 and 2000 West and South of Antelope Drive

At least one member of the committee will have a background: Landscaping, recreational sports, competitive league sports teams, some equestrian background, a specific knowledge of trees, experience with public volunteer projects.

*It is important to have as diverse a committee as possible. One member may meet more than one of these criteria and more than one member may meet the same criteria.*

Up to 9 citizens for a committee of no more than 12. In addition to the 12 the Mayor and City Manager are always welcome.

The committee will be formed from applicants sending an email letter of interest. Past members of the Parks Advisory Committee will be invited to apply.



# SYRACUSE CITY

## Syracuse City Council Regular Meeting Agenda **\*\*AMENDED\*\***

**May 10, 2016 – 7:00 p.m.**

City Council Chambers

Municipal Building, 1979 W. 1900 S.

1. Meeting called to order  
Invocation or thought - provided by Police Chief Atkin.  
Pledge of Allegiance  
Adopt agenda
2. Presentation of the Syracuse City and Wendy's "Award for Excellence" to Adel Roennebeck and Tyler Reynolds.
3. Citizen recognition
  - a. Presentation of certificates to graduates of recent CERT training course.
  - b. **Recognition of graduating Youth Court members.**
4. Approval of Minutes:
  - a. March 29, 2016 work session meeting.
  - b. April 12, 2016 work session meeting.
  - c. April 12, 2016 regular meeting.
  - d. April 15, 2016 special meeting.
5. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes.
6. Discussion and action regarding location for wall ball structure.
7. Criddle Farms Subdivision
  - a. Preliminary plat approval for property located at 4000 W. 1200 S.
  - b. Request for waiver of fees for General Plan/Rezone process.
8. Proposed Resolution R16-20 amending the Syracuse City General Plan Land Use Map related to 4.7 acres located at 1972 S. 2000 W.
9. Proposed Ordinance 16-15 amending the zoning map of Title 10 of the Syracuse City Code by changing from A-1 (Agriculture) to R-2 (Residential) the parcel of property located at approximately 920 S. 4000 W.
10. Adopt Fiscal Year 2016-2017 Tentative Budget and set public hearing for June 14, 2016 to consider adoption of Final Budget.
11. Public Hearing: Proposed Resolution R16-23 adjusting the Syracuse City budget for the Fiscal Year ending June 30, 2016.
12. Proposed Resolution R16-24 authorizing the Mayor to execute a Real Estate Purchase Contract (REPC) related to property located at 507 West 2700 South.
13. Proposed Resolution R16-25 Authorize Execution of Professional Services Contract for review of unbilled or mis-billed utility services.
14. Proposed Resolution R16-11 approving amendments to the bylaws of the Syracuse City Arts Council.
15. Proposed Ordinance 16-09 amending Chapter 4.35 of the Syracuse City Municipal Code pertaining to City Parks and Trails.
16. Proposed Resolution R16-26 forming an ad hoc committee to advise the Council on the issue of park design.
17. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes.
18. Councilmember Reports.
19. Mayor Report.
20. City Manager Report.
21. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual; pending or reasonably imminent litigation; or the purchase, exchange, or lease of real property (roll call vote).
22. Adjourn.

in compliance with the Americans Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Offices at 801-825-1477 at least 48 hours in advance of the meeting.

### CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Syracuse City limits on this 5<sup>th</sup> day of May, 2016 at Syracuse City Hall on the City Hall Notice Board and at <http://www.syracuseut.com/>. A copy was also provided to the Standard-Examine on May 5, 2016.

CASSIE Z. BROWN, CMC





# COUNCIL AGENDA

May 10, 2016

## Agenda Item #2

Presentation of the Syracuse City and Wendy's "Award for Excellence" to Adel Roennebeck and Tyler Reynolds for the month of May 2016.

### *Factual Summation*

- Any questions regarding this item can be directed at CED staff. Please see the attached memos regarding the Award recipients for May 2016.

### *Recommendation*

The Community & Economic Development Department hereby recommends that the Mayor and City Council present the "Syracuse City & Wendy's Award for Excellence" to Adel Roennebeck and Tyler Reynolds for the month of May.



**Mayor**  
Terry Palmer

**City Council**  
Andrea Anderson  
Corinne Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

**City Manager**  
Brody Bovero

### ***Factual Summation***

- Any questions regarding this items may be directed at Brigham Mellor, City Economic Development Director

## **MEMORANDUM**

**To:** Mayor and City Council

**From:** Community & Economic Development Department

**Date:** May 10, 2016

**Subject:** Presentation of the Syracuse City & Wendy's Award for Excellence Adel Roennebeck and Tyler Reynolds

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### **Background**

The City wishes to work towards recognizing citizens who strive for excellence in either athletics, academics, arts or community service. To that end, in an effort to recognize students at Syracuse High, Clearfield High, as well as other schools in our City and individuals residing in the City, Mayor Terry Palmer and City Manager Brody Bovero has asked staff to develop a recognition program to promote pride and unity within our community. In conjunction with Jeff Gibson, staff would like to present the "Syracuse City & Wendy's Award for Excellence."

### **"Syracuse City & Wendy's Award for Excellence"**

In order to recognize outstanding students and athletes in Syracuse, the Community and Economic Development Department have developed the "Syracuse City and Wendy's Award for Excellence" award process. This monthly award, given in alternating months (e.g. January athlete, February scholar/community/art, March athlete, etc.), recognizes the outstanding performance of a male and female who excel in athletics, arts and/or academics. The individuals selected for this award will be identified by Syracuse City in partnership with representatives from the city recreation department, local elementary, junior high, and high schools. Once selected, an individual will:

- Receive a certificate and be recognized at the first City Council meeting of each month
- Have their picture put up in City Hall
- Have a write up in the City Newsletter, Facebook, Twitter, and website

- Be featured on the Wendy's product TV
- Receive \$10 gift certificate to Wendy's

### Adel Roennebeck

Every school is filled with amazing students who light the world with their fresh vision and enthusiasm. Syracuse Elementary is no exception. Adel Roennebeck is one of those bright, shining stars that lights our world with new hope and energy.

Adel is always prepared, willing to help, and is a natural leader. In choir, she will help set up and stay late to clean up. One particular day, the conductor was a little late getting into the room and Adel had everyone seated and was practicing a song. There are about 140 members of the choir, so this was no easy feat.

Her bright, willing attitude, along with her cheerful smile, are infectious as she enthusiastically follows directions and gives her all. Adel will redo assignments until she submits her best work. She has served on the student council and was a representative for our school at the district STEM Fair this year.

She is a great asset to the choir and helps Syracuse Elementary shine ever brighter.

### Tyler Reynolds

Tyler Reynolds is a 5<sup>th</sup> grade student in the Chinese Immersion program at Syracuse Elementary. He has shown great academic responsibility and performance and has very strong Chinese language skills. He solves difficult problems and absorbs new material very quickly. He finishes all his school work in class and is always willing to help his fellow students patiently and with a positive attitude. He is very reliable, academically proficient and optimistic. He is just as responsible in his English studies as he is in Chinese. Tyler participates in the school's enrichment program (SEM) in the subject of math. He is motivated and mature enough to see that it takes effort and work to be successful. He strives to always improve and give his 100% effort in everything he does.

He is a friend to everyone and includes shy classmates at recess so they don't feel lonely or left out. His fellow class members feel like Tyler is their best friend. He has never been heard speaking unkind words about anyone and is a great example to all who know him.

Tyler is also an exemplary sportsman and has earned the right to represent Syracuse Elementary at the 5<sup>th</sup> grade District Decathlon to be held in May.

Tyler's teachers are so happy to have him as a student, and are looking forward to the recognition of all his admirable qualities.

### **Recommendation**

The Community & Economic Development Department hereby recommends that the Mayor and City Council provide feedback regarding the items presented during the Work Session. Further, the CED Department hereby requests Mayor and City Council support of the proposed "Syracuse City & Wendy's Award for Excellence."



# COUNCIL AGENDA

May 10, 2016

Agenda Item #3a

Citizen Recognition: presentation of certificates to graduates of recent CERT training course.

### *Factual Summation*

- The Fire Department recently hosted a CERT Course, which is a program that prepares participants to be able to help themselves, their family and their neighbors in the event of a disaster. CERT teams also help the community year-round by helping with community emergency plans, neighborhood exercises, preparedness outreach, and workplace safety. In addition to supporting emergency responders during a disaster, the CERT program builds strong working relationships between emergency responders and members of our community.”
- Completion certificates will be presented to: Neal Briggs, Caroline Briggs, Terry Palmer, Grant Tanner, Sharon Tanner, Corinne Bolduc.



# COUNCIL AGENDA

May 10, 2016

Agenda Item #3b

Citizen Recognition: graduating Youth Court members.

### *Factual Summation*

- Councilmember Anderson serves as the City Council's liaison to the Syracuse City Youth Court and she, along with Youth Court Advisors, asked that the Council formally recognize members of the Youth Court that are part of a high school graduating class; some of these members have served for up to four years and provided a valuable service to the City.



# COUNCIL AGENDA

May 10, 2016

Agenda Item #4

Approval of Minutes.

***Factual Summation***

- Please see the draft minutes of the following meeting(s):
  - a. Work Session of March 29, 2016.
  - b. Work Session of April 12, 2016.
  - c. Regular Meeting of April 12, 2016.
  - d. Special Meeting of April 15, 2016.
  
- Any question regarding this agenda item may be directed at Cassie Brown, City Recorder.

Minutes of the Syracuse City Council Work Session Meeting, March 29, 2016

Minutes of the Work Session meeting of the Syracuse City Council held on March 29, 2016, at 6:00 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

Mayor Terry Palmer  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

Excused: Councilmember Andrea Anderson

City Employees Present:

Finance Director Steve Marshall  
City Attorney Paul Roberts  
Community and Economic Development Director Brigham Mellor  
Public Works Director Robert Whiteley  
Police Chief Garret Atkin  
Fire Chief Eric Froerer  
Parks and Recreation Director Kresta Robinson

The purpose of the Work Session was to hear a request to be on the agenda regarding a wall ball opportunity at a Syracuse City park; hear a request to be on the agenda regarding the Play Unplugged program; review the Public Works Department budget; review the proposed contract for the Rock Creek Park Improvement Project; review the proposed contract for the Banbury Drive Road Improvement Project; review the proposed contract for the Marilyn Acres Culinary Waterline Project; review proposed resolutions amending the Fiscal Year (FY) 2016 budget and wage scale; review the City Council Rules of Order and Procedure; review the Employee Compensation Plan; and discuss Council business.

[5:04:45 PM](#)

Councilmember Gailey provided an invocation.

[5:06:32 PM](#)

**Public comments**

There were no public comments.

1 [5:06:51 PM](#)

2 **Request to be on the agenda: discussion regarding wall**

3 **ball opportunity at a Syracuse City park.**

4 A staff memo from Parks and Recreation Director Robinson explained Jay Meyer, Representative of Syracuse  
5 Lacrosse, had requested to be on the Park Advisory Committee Agenda in February. At a later date, the Parks Advisory  
6 Committee was dissolved; therefore Mr. Meyer is requesting to bring his proposal to the City Council.

7 [5:07:14 PM](#)

8 Jay Meyer approached the Council and stated he is interested in locating a wall ball structure at a City park  
9 somewhere in the City to support the ever increasing lacrosse programs in the area. There is a great number of youth in  
10 Syracuse that participate in the sport and he would like for them to have a place to go and use the wall structure for practice  
11 and improving their skills. He has secured the funding for the structure and he just needs a place to install it. He then engaged  
12 in discussion with the Council and Ms. Robinson regarding the most appropriate location for the structure, noting that he  
13 would prefer Rock Creek Park as he feels the structure would fit well with the long range plans for the park. Mayor Palmer  
14 concluded the Council will take the request under advisement and visit the issue further before making a final decision.

15 [5:13:50 PM](#)

16 The Council then discussed the requested structure with Ms. Robinson, who indicated she can continue to discuss  
17 planning for the structure at a park in the City. Council member Maughan stated that it seems that Mr. Meyer is open to other  
18 locations and it would be nice to incorporate the structure into development plans for a park in the City. The Council  
19 discussed other parks or schools in the area that currently have wall structures, with a focus on striving to locate the structure  
20 at a park that will host lacrosse games in the future.

21  
22 [5:18:17 PM](#)

23 **Request to be on the agenda: discussion regarding Play**

24 **Unplugged program.**

25 An administrative staff memo explained Councilmember Gailey received an email regarding a request to be on the  
26 agenda regarding a program referred to as “Play Unplugged”. The sender of the email was Chance Cook and his email

1 provided information regarding the program, which is intended to help kids reduce screen time through innovative  
2 programming. The email indicated he would like for the program to be underway before the summer of 2016.

3 [5:18:30 PM](#)

4 Mr. Cook provided the Mayor and Council with an explanation of the Play Unplugged program; the program is  
5 geared towards getting kids to engage in physical activities and unplug from electronic devices. Kids are given a lanyard and  
6 directions to complete different activities or visits to local businesses to get a ‘brag tag’ to attach to their lanyard. The  
7 program helps kids, families, and local businesses. Kids in other communities have gotten very involved in the program and  
8 it has been a great success.

9 [5:24:34 PM](#)

10 Council member Maughan asked if the program is a state-wide program or specific to certain communities. Mr.  
11 Cook stated that it is important to specify a certain area in which kids can participate in the program in order for businesses to  
12 prepare for visits from kids seeking to earn brag tags. Some cities are their own area, but other cities have partnered together  
13 to make the service area broader. Discussion then ensued regarding the types of businesses that have participated in the  
14 program and the types of activities they promoted. Mr. Cook stated that it would be great to develop a relationship with the  
15 local Chamber of Commerce in order for them to interface with businesses to support the program, but it would also be  
16 beneficial to have a sponsor or contact from the City that could advocate for the program. Discussion then centered on the  
17 success the program has seen in other jurisdictions, with Councilmember Gailey stated he works regularly with youth and it  
18 is so important for them to get unplugged from their electronic devices and get outdoors. He stated he will advocate for the  
19 program and will discuss it with the local Chamber of Commerce.

20  
21 [5:34:55 PM](#)

## 22 **Review Proposed Fiscal Year (FY) 2017 Public Works**

### 23 **Budget.**

24 A staff memo from Public Works Director Whiteley explained the mission statement of the Public Works  
25 Department is “To provide quality, affordable services for its citizens, while promoting community pride, fostering economic  
26 development, and preparing for the future.” Under the mission of the City, staff has reviewed the public works services

1 provided by the City and created a draft budget that outlines the resources to provide the services effectively. In drafting the  
2 budget, staff followed the guidelines discussed in the November Council Retreat and the following vision statements adopted  
3 by Council:

4 **10-Year City-Wide Vision Statements**

- 5 • *We are a City with well-maintained infrastructure, including roads, utilities, and parks.*
- 6 • *In preparation for the West Davis Corridor, we will make provisions for interchanges to accommodate*  
7 *commercial businesses to serve the residents' needs and to support economic stability of the City.*
- 8 • *We are a financially stable City, balancing the cost of services with the level of services that we provide. The*  
9 *City will have minimal or no debt.*
- 10 • *The City will incorporate improvements, events, and services that create an overall feeling of connection and*  
11 *pride in the City by its residents.*

12 **Public Works Vision Statements**

- 13 • *Utilities provided by the City are affordable.*
- 14 • *Public Works and utility billing employees are customer service oriented.*
- 15 • *Services provided by Public Works are done in an efficient manner.*
- 16 • *Syracuse City has a well-organized infrastructure replacement and maintenance schedule that ensures well-*  
17 *maintained systems.*

18 The memo discussed the color coding used to identify prioritization of the budget; included with this packet is a  
19 color-coded review of the Line-Items requests for the Public Works Department. The colors correspond with the following  
20 categories:

- 21 1) **Yellow** = Optimal Service: These items are not necessary to fulfill the City's mission or the Council's vision for  
22 the Public Works Department, but do provide an improved level of service to the City.
- 23 2) **Green** = Mission & Vision Critical: These items are necessary to fulfill the City's mission and the Council's  
24 vision for the Public Works Department.
- 25 3) **Blue** = Short-term Survival: These items are critical to provide basic services. Without them, the Public Works  
26 Department will be able to operate in the short-term, but will suffer in the long run if additional resources are  
27 not provided to support the operations.

1 The memo then discussed overarching discussion points as follows:

- 2 • **5-10 Year Plan:** Over the next year, the Administration would like to work with the City Council to adopt a 5-  
3 10 year level of service and staffing plan for the Public Works Department. The plan would serve as an  
4 advisory document that outlines the level of service deemed acceptable to the Council. It also would evaluate  
5 the proper staffing levels for PW in order to maintain the acceptable level of service. Finally, the plan would  
6 outline measures and triggers that indicate when staffing levels need to be increased or reduced based on service  
7 demands.
  - 8 ○ **Additional Cost:** \$0 In-House staff time and minor ancillary costs
- 9 • **Distribution of Personnel Costs Across PW funds:** We performed an in-house analysis of Public Works staff  
10 time and where their time is spent, which is attached herein. Due to the administrative complexity of billing  
11 each fund separately, we looked at an equitable way to distribute staff costs in a way that simplifies the  
12 administrative end, but is still accurate on the whole. We will review this information at the meeting.

13 ***Facility Maintenance & Fleet Management***

- 14 • **Purpose and Function:** The proposal to move the facility maintenance function of the City from IT over to  
15 Public Works serves multiple purposes. First, it off-loads facility maintenance functions from the IT Director  
16 so he can focus and make progress on IT service and IT improvements. Second, the tasks and purposes of  
17 facility maintenance are similar in scope and mission to that of Public Works, which is to maintain important  
18 infrastructure. Under Public Works, there will be good communication amongst knowledgeable maintenance  
19 workers, and staff resources can more easily shift from other PW divisions if a project requires extra help.  
20 Fleet management within the City is currently decentralized, meaning each department maintains and provides  
21 the administrative work involved with vehicles. By off-loading the fleet maintenance from the various  
22 departments, and providing that service through in a centralized fashion, it allows the other departments to focus  
23 on their primary tasks, instead of vehicle issues.
- 24 • **Staffing & Accountability:** While facility and fleet maintenance makes more sense under PW, to a certain  
25 degree the same problem exists. Facility maintenance pulled IT resources away from IT service, and moving it  
26 to PW will likely pull resources from one of the other divisions. The current thought is to move facility  
27 maintenance under the Water Division. The water superintendent has the most knowledge and means to handle

1 facility maintenance. Nevertheless, there is real concern that this may pull attention from water system  
2 maintenance. To perform this function appropriately and with proper accountability, a facility and fleet  
3 maintenance division should be created. Attached you will find the suggested organizational chart for Public  
4 Works. The proposal would include a new superintendent position, and will include both facility and fleet  
5 maintenance.

6 ○ **Estimated Additional Cost:**

7 *Vehicles/gas/oil* \$40,950

8 *Equipment/Uniform/phone* \$4,345

9 *Wages/Benefits* \$83,805

10 *Total:* \$129,100

11 **Secondary Water**

- 12 • **Paint Secondary Water Tank:** The City's secondary water tank is utilized to pressurize the system. From  
13 time to time, the paint on these tanks needs to be inspected and new paint applied. Paint is preventative  
14 maintenance that keeps the tank from rusting and failing. To our knowledge, the tank has never been repainted  
15 in the 30+ years of its life. There is a request to repaint the tank, which is a significant cost.

- 16 ○ **Estimated Cost:** \$120,000

17 **Capital Projects**

- 18 • **2000 West Culinary Project:** Of particular note is the 2000 West culinary water project, which has been  
19 moved up due to the SR 108 road widening. UDOT has notified the City that the SR 108 project is moving  
20 forward. In order to take advantage of potential savings, the budget proposal moves this project up to FY2017  
21 so the culinary work can be done at the same time as the widening project.
- 22 • **5-Year Capital Needs:** Based on the 5-year Capital Projects list, the total needed funding exceeds the projected  
23 revenue. The City will need to address costs and revenue structures in order to meet the demand to maintain  
24 critical infrastructure.
- 25 • **Street Resurfacing:** This proposal includes several roads that will receive overlay or chip seal treatments.

- 1 • **Drying Bed:** The 2016 stormwater permit requires cities to discharge street sweepings and storm water  
2 cleaning onto an impervious surface with proper stormwater protection measures. A drying bed will allow the  
3 debris to reduce its weight prior to sending it to the landfill.

4 **Utility Rates**

- 5 • **Rate Structure Options:** In order to continue providing services and fund capital projects, the City will need  
6 to evaluate both costs and revenue. At the budget discussion, we will explore a variety of rate structure  
7 alternatives that can assist in meeting the City's needs.

8 [5:35:40 PM](#)

9 Councilmember Maughan stated he would like to see a summation of the changes made to the Public Works budget  
10 prior to consideration of the final budget. He stated he would like for funds that are split across the various budgets in the  
11 Public Works Department to be combined so that he can get a global picture of the total costs for things like employee wages,  
12 office supplies, and uniforms.

13

14 [5:37:52 PM](#)

15 **Review business meeting agenda item five: Authorize**

16 **Administration to execute contract for Rock Creek Park**

17 **Improvement Project.**

18 A staff memo from Public Works Director Whiteley explained this project will improve the east half of Rock Creek  
19 Park. This project was broke into two separate schedules in order to determine the affordability of an expanded parking lot.  
20 The schedules are as follows:

21 Schedule A included the following:

- 22 ○ Construction of a detention basin and regrade the entire site to provide usable space for soccer/football  
23 fields
- 24 ○ Installation of a 10' trail to connect the trailhead in Rock Creek Park to the existing Emigrant trail
- 25 ○ Installation of sidewalk, where none currently exists, around the perimeter of the park

26 Schedule B included the following:

- 1                   o Expand the existing 69 space parking lot by new 33 parking spaces

2                   Bidders were also required to submit a proposed sprinkler plan for the park which was considered in addition to the  
 3 price of their bid. The construction will begin as soon as contract documents are in place and is anticipated to be completed  
 4 by the fall of 2016. The park can be available for organized sports once turf has fully become established. This project  
 5 combines two projects into one in order to conserve costs: Rock Creek Park Regional Detention Basin and Rock Creek Park  
 6 Improvements. Bids were opened on March 1, 2016. Twenty four companies were on the plan holders list and three bids  
 7 were submitted. The low bidder was ACME Construction who submitted a sprinkler design which provided single coverage.  
 8 The second lowest bidder was Arnell-West, Inc. who submitted a sprinkler design that provided double coverage.

|                  | ACME Construction | Arnell-West, Inc. | Stapp Construction |
|------------------|-------------------|-------------------|--------------------|
| Schedule A Total | \$668,273.15      | \$709,901.35      | \$796,647.83       |
| Schedule B Total | \$60,963.90       | \$52,265.63       | \$65,405.62        |

9                   Given the City is interested in using this portion of the park for athletic events, double coverage is recommended  
 10 due to shorter watering times and less risk of burning grass due to wind or pressure reduction. Based on the overall cost,  
 11 sprinkler design and long term maintenance, staff recommends the project be awarded to Arnell-West, Inc. The funding for  
 12 this project will come from the following sources:

|                              | 124070 Park<br>Impact Fee | 414070<br>Storm Drain<br>Impact Fee |               |
|------------------------------|---------------------------|-------------------------------------|---------------|
| Schedule A Total             | \$436,026.24              | \$273,875.11                        | \$709,901.35  |
| Budget                       | \$401,000.00              | \$276,000.00                        | \$677,000.00  |
| Difference                   | (\$35,026.24)             | \$2,124.89                          | (\$32,901.35) |
| Optional<br>Schedule B Total | (\$52,265.63)             | \$0                                 | (\$52,265.63) |

13                   City Council gave direction during the March 11, 2016 meeting to consider a modified scope in order to reduce  
 14 costs. The scope includes the following:

- 15                   • Consider the cost of seed in comparison to the bid price of sod.

- 1       • Consider a different location for the parking lot expansion rather than the designed location indicated in Schedule B.  
 2       If an additional parking lot is constructed on the 0.3 acre parcel 12-748-0432 (located at 769 South 3525 West), for  
 3       the shared purpose of both park and trailhead, then access could be accomplished along St. Andrews Drive with  
 4       cyclists using the road as shared lanes, and pedestrians can use the sidewalks. This parking lot could be constructed  
 5       in the future.
- 6       • Eliminate the asphalt trail from the design between the existing parking lot and St. Andrews Drive.
- 7       Price adjustments were proposed by the bidder. Recalculating the amount shows an overall savings of \$37,374.75,  
 8 as follows:

|                                                                                                                                                                                                                                                                 |         | <b>124070</b>          | <b>414070</b>                 |                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------------------|-------------------------------|----------------------|
|                                                                                                                                                                                                                                                                 |         | <b>Park Impact Fee</b> | <b>Storm Drain Impact Fee</b> | <b>Total</b>         |
| <b>Schedule A Total</b>                                                                                                                                                                                                                                         |         | \$436,026.24           | \$273,875.11                  | \$709,901.35         |
| <b>Budget</b>                                                                                                                                                                                                                                                   |         | \$401,000.00           | \$276,000.00                  | \$677,000.00         |
| <b>Difference</b>                                                                                                                                                                                                                                               |         | <b>(\$35,026.24)</b>   | \$2,124.89                    | <b>(\$32,901.35)</b> |
| Item #21                                                                                                                                                                                                                                                        | Deduct: | <b>(\$68,661.00)</b>   |                               |                      |
| Replace sod to seed: Cross drill seeding & hydromulch, soil tests, fertilizer & weed control (no bug control) for 12 months, includes mowing for 3 months to establish the grass system.                                                                        |         |                        |                               |                      |
| Item #20                                                                                                                                                                                                                                                        | Add:    | \$26,930.00            |                               |                      |
| Topsoil: Add an additional 1" layer of topsoil required to accommodate the seeding system.                                                                                                                                                                      |         |                        |                               |                      |
| Item #20                                                                                                                                                                                                                                                        | Add:    | \$17,634.00            |                               |                      |
| Topsoil (Optional): Change standard topsoil to premium topsoil.                                                                                                                                                                                                 |         |                        |                               |                      |
| Item #15                                                                                                                                                                                                                                                        | Add:    | \$2,303.00             |                               |                      |
| Asphalt Trail: Replace asphalt trail with landscaping. Price includes remodeling sprinkler system, placing topsoil, grading and cross drill seeding & hydromulch.                                                                                               |         |                        |                               |                      |
| Item #15                                                                                                                                                                                                                                                        | Deduct: | <b>(\$5,644.00)</b>    |                               |                      |
| Asphalt Trail: Remove bituminous asphalt paving for trail. Asphalt driveway to remain. Unit price for this item changes to \$2.42/SF. This price is an increase of \$.70 per SF from original bid. (Assumes a total square foot area of 4,000 SF being removed) |         |                        |                               |                      |
| Item #12                                                                                                                                                                                                                                                        | Deduct: | <b>(\$1,086.75)</b>    |                               |                      |
| Asphalt Trail: Remove type A2 aggregate base material from the asphalt trail area. Unit price of this material remains at \$15.75/SF (Assumes a total of 69 tons being removed)                                                                                 |         |                        |                               |                      |
| Item #21                                                                                                                                                                                                                                                        | Deduct: | <b>(\$8,850.00)</b>    |                               |                      |
| Mowing                                                                                                                                                                                                                                                          |         |                        |                               |                      |
| <b>Total</b>                                                                                                                                                                                                                                                    |         | \$398,651.49           | \$273,875.11                  | \$672,526.60         |
| <b>Budget</b>                                                                                                                                                                                                                                                   |         | \$401,000.00           | \$276,000.00                  | \$677,000.00         |
| <b>Difference</b>                                                                                                                                                                                                                                               |         | \$2,348.51             | \$2,124.89                    | \$4,473.40           |

9

1           The memo concluded staff recommends the City Council award Schedule A of the contract to Arnell-West, Inc.  
2 Include deductions shown herein.

3 [5:38:24 PM](#)

4           Mr. Whiteley reviewed the staff memo and specifically the bid tabulation to identify the reductions in the bid that  
5 were made since the last discussion of this project.

6 [5:41:29 PM](#)

7           Councilmember Maughan indicated that the savings were not as significant as he expected them to be after initially  
8 discussing the project; he thought the difference between sod and seed would have been greater. This led to a discussion  
9 among the Council regarding the scope of the project and associated costs, with Councilmember Lisonbee stating she feels  
10 the project cost is too great at this time and it cannot be completed. Councilmember Maughan agreed. Discussion regarding  
11 the scope of work continued, with Ms. Robinson noting that the project cost has increased because it includes a regional  
12 storm detention project. Mr. Whitely agreed and noted that portion of the project will be covered by storm sewer impact fee  
13 revenues. Discussion continued regarding the scope of the entire project and City Manager Bovero provided the Council with  
14 an overview of funding sources for the project, indicating the Council has already taken action to appropriate funding during  
15 a budget hearing held in February. Councilmember Lisonbee stated that there are so many pressing parks projects and it is  
16 important to make every dollar available for these types of projects count. The Council engaged in debate regarding items to  
17 be included in the scope, with Councilmember Lisonbee stating she is hesitant to express the total budget amount she is  
18 comfortable spending on the project given that there is a potential bidder in the room. Mr. Bovero stated that all bidders will  
19 need to be competitive with one another in order to be awarded the project. He stated that the bottom line is that it is  
20 important to do the project right so that it is not necessary for future Council's and Administration's to deal with fixing  
21 problems that could have been avoided. Councilmember Gailey stated that he feels the Council needs to be decisive and  
22 move forward on this project. He regrets that decisions made by the Council have frustrated bidders that have sought to be  
23 awarded the contract for the project. Councilmember Lisonbee agreed, especially given that the Council agreed that it is  
24 important to preserve goodwill by allowing bidders to amend their bid to accommodate requested changes to the scope of  
25 work by the Council. She stated that the Council has significantly changed the project scope, but that has not resulted in a  
26 significant cost savings.

27 [6:00:28 PM](#)

1 Councilmember Maughan concluded he feels the project exceeds the budget available to complete it. Mayor Palmer  
2 asked if the Council is directing staff to revisit the scope of the project to see what can be accomplished for the budget that  
3 has been allocated to the project. Mr. Bovero reiterated that the project also includes a storm detention project and time is of  
4 the essence for that portion of the project. He stated that the only way to try to get a better price at this point would be to  
5 further alter the scope of work and rebid the project entirely. Finance Director Marshall indicated that when comparing to  
6 costs paid in other cities to develop an acre of park ground, the bid is not out of line; the average cost of development per acre  
7 of ground is \$70,000 and Rock Creek Park is a nine acre park. Mr. Bovero agreed and stated the bid is on par with projects  
8 completed in the region in recent years. Mr. Marshall added that when rebidding a project the City runs the risk of receiving  
9 higher bids and from less bidders. Councilmember Maughan stated he is less concerned about getting good bids because the  
10 bidding process is competitive and will ensure the City gets quality bids. He is more concerned about dedicating such a great  
11 amount of money to Rock Creek Park because there are at least three other parks that need attention; he does not want to  
12 allocate so much money to this project that it makes it impossible to complete other projects this year or next. Staff provided  
13 an overview of projected park impact fee revenues to illustrate the amount of funding that should be available for other park  
14 projects.

15 [6:07:53 PM](#)

16 Councilmember Lisonbee inquired as to the number of fields to be included at Rock Creek Park. Ms. Robinson  
17 stated that the space will accommodate two full size soccer fields and three full size lacrosse fields. Councilmember Lisonbee  
18 stated she would be interested to understand the potential revenue the City could generate by using the park space for those  
19 programs. Ms. Robinson stated that will be difficult to calculate because it depends upon so many factors.

20 [6:10:26 PM](#)

21 Discussion regarding the scope of the project continued, with a focus on the appropriate components to include at  
22 the Park. Councilmember Lisonbee stated that she is hesitant to dedicate too much money to this project, which will result in  
23 leaving less money available for other park projects making it impossible to complete appropriate projects. Councilmember  
24 Maughan agreed. Councilmember Bolduc noted that Rock Creek Park is one of the larger parks in the City and it will take  
25 more money to complete the project. Councilmember Lisonbee agreed. Councilmember Maughan stated it is imperative that  
26 the Council have a meaningful discussion and make a decision regarding whether to use money from the sale of Jensen Park  
27 for future park projects; if that decision is made, more money will be available for other park projects and this process will be

1 much easier in the future. Mayor Palmer stated it is important to complete projects that will yield more sports fields.  
2 Councilmember Maughan argued that residents are more concerned with the total number of parks available for use in the  
3 City rather than sport field space.

4 [6:14:08 PM](#)

5 Discussion refocused on the scope of the project, with Councilmember Lisonbee suggesting that construction of the  
6 restroom facilities at the park be delayed at least one year as the fields will not be usable this year. The Council discussed this  
7 option and other options for reducing costs, deciding upon delaying construction of the restroom facilities and foregoing the  
8 use of premium top soil. Councilmember Lisonbee asked if it is also possible to decrease the depth of the topsoil to be used at  
9 the project. A representative of Arnell-West indicated that reducing the depth of the topsoil will reduce the depth of the roots  
10 and ultimately have an impact on the health of the grass. Councilmember Bolduc summarized the total cost reductions,  
11 including removing the need to mow the grass next year. Discussion regarding the total cost of the project and cost savings  
12 achieved by adjustment of the scope of the project with the Council ultimately concluding to complete discussion during the  
13 business meeting before taking final action.

14

15 [6:24:12 PM](#)

16 **Review business meeting agenda item six: Authorize**  
17 **Administration to execute contract for Banbury Drive**  
18 **Road Improvement Project.**

19 A staff memo from Public Works Director Whiteley explained this project will consist of bringing American with  
20 Disabilities Act (ADA) compliant ramps up to current standards and repaving Banbury Drive from 1700 South Street to  
21 Dallas Street. The construction will begin as soon as contract documents are in place and will be completed by the summer of  
22 2016. Bids were opened on March 22, 2016. Eight bids were submitted and the low bidder was Post Asphalt and  
23 Construction with a total bid amount of \$320,903.42. The funding for this project will come from Class C 20-40-70. The  
24 memo concluded staff recommends the Council award contract to Post Asphalt and Construction.

25 [6:24:25 PM](#)

1 Mr. Whiteley reviewed his staff memo.

2

3 [6:25:52 PM](#)

4 **Review business meeting agenda item seven: Authorize**

5 **Administration to execute contract for Marilyn Acres**

6 **Culinary Waterline Project Phase III.**

7 A staff memo from Public Works Director Whiteley explained this project will consist of the following  
 8 improvements over a portion of Marilyn Drive, Dallas Street, 1250 West Street, Melanie Lane & Lori Circle:

- 9 • Replace existing replace existing concrete sewer with a new 8” PVC main
- 10 • Replace existing 6” cast iron & class culinary mains with new 12” & 8” C-900 mains
- 11 • Replace existing 3” secondary main with new 8” C-900 main
- 12 • Bring ADA ramps up to current standards
- 13 • Full width pavement replacement

14 The construction will begin as soon as contract documents are in place and will be completed by the fall of 2016.  
 15 Bids were opened on March 21, 2016. Five bids were submitted and the low bidder was Leon Poulsen Construction  
 16 Company, Inc. with a total bid amount of \$1,038,361.65. The funding for this project will come from the following sources:

|                   | <b>20-40-70<br/>Class C</b> | <b>50-16-70<br/>Culinary<br/>Capital</b> | <b>30-16-70<br/>Secondary<br/>Capital</b> | <b>53-16-70<br/>Sewer<br/>Capital</b> |                |
|-------------------|-----------------------------|------------------------------------------|-------------------------------------------|---------------------------------------|----------------|
| <b>Total</b>      | \$139,024.95                | \$454,550.05                             | \$89,155.50                               | \$355,631.15                          | \$1,038,361.65 |
| <b>Budget</b>     | \$150,000.00                | \$485,000.00                             | \$100,000.00                              | \$359,000.00                          | \$1,094,000.00 |
| <b>Difference</b> | \$10,975.05                 | \$30,449.95                              | \$10,844.50                               | \$3,368.85                            | \$55,638.35    |

17 The memo concluded staff recommends the Council award contract to Leon Poulsen Construction Company, Inc.

18 [6:25:55 PM](#)

19 Mr. Whiteley reviewed his staff memo.

20

1 [6:28:42 PM](#)

2 **Review business meeting agenda items eight and nine:**

3 **Proposed resolutions amending the FY2016 budget and**

4 **wage scale.**

5 An administrative staff memo referenced materials included in the packet relative to changes to the Fiscal Year (FY)  
6 2016 budget amendments; proposed changes to the operational budget include an increase in the Arts Council budget by  
7 \$2,400 and a transfer of Internet Crimes Against Children (ICAC) budget from equipment to overtime wages. Proposed  
8 changes to Parks and Recreation staffing levels, pursuant to the findings of the Council subcommittee on Parks & Recreation  
9 staffing, the following changes are being proposed:

- 10 • Administration is proposing eliminating 4 part-time positions (2 park maintenance worker I and 2 recreation  
11 coordinators) in the parks and recreation department and instead hire 2 full-time positions in their place. The  
12 new positions would be a full-time recreation coordinator and a full-time park coordinator.
- 13 • The net cost to the FY2016 budget would be 0. We could fund the 2 new full-time positions within the current  
14 budget. This is due to the fact that we have been unsuccessful in maintaining all 4 part-time positions over the  
15 last 8 months and have experienced significant turnover in these positions.
- 16 • The net impact to the FY2017 budget and to future budgets is estimated at a total cost of \$56,000. This includes  
17 our original estimate of \$44,000 for the two positions and then an additional \$12,000 to upgrade the Park  
18 Maintenance Worker I position to a Parks Coordinator position.
- 19 • Administration is also proposing hiring a part-time event coordinator to replace our contract service. There will  
20 not be an increase to the budget for FY2016. We would recommend removing the contract expense in DCED  
21 and adding the part time position in the Parks and Recreation department. The net impact to the FY2017 budget  
22 and to future budgets is estimated at a total cost of \$9,600.

23 The memo concluded City Administration recommends the Council adopt the resolution adjusting the Syracuse City  
24 Budget for Fiscal Year ending June 30, 2016.

25 An additional staff memo explained City Administration has determined it necessary to add a part-time Event  
26 Coordinator to the Parks and Recreation department. This position will report to the Parks & Recreation Director. Staff

1 performed a salary benchmark for the Event Coordinator and have set the proposed wage scale to match the wages to the 60th  
2 percentile of comparative cities. This proposed new position has been added to the FY2015-2016 wage scale and is shown in  
3 red. The memo concluded staff recommends the Council adopt the resolution approving the updates to the fiscal year 2015-  
4 2016 wage scale.

5 [6:28:53 PM](#)

6 Mr. Marshall reviewed his staff memo.

7 [6:34:00 PM](#)

8 The Council engaged in high level discussion regarding the structure of the Parks and Recreation Department and  
9 the proposal to eliminate four part-time positions in favor of creating two full-time position. Mr. Bovero reviewed the staffing  
10 plan for the Department and identified which positions will be eliminated and which positions are recommended for creation.  
11 He also summarized the duties that the two full-time employees would be responsible for. Councilmember Maughan then  
12 asked if the Events Coordinator position will be filled immediately upon approval of these budget amendments, to which Mr.  
13 Marshall answered yes.

14  
15 [6:38:28 PM](#)

16 **Review City Council Rules of Order and Procedure.**

17 An administrative staff memo explained the City Council has directed staff to add an item to the agenda to facilitate  
18 the review and discussion of the City Council Rules of Order and Procedure. The document is attached to this report for  
19 reference.

20 [6:38:40 PM](#)

21 Councilmember Maughan stated he would like to amend the Rules in order to provide consistency relative to  
22 recognizing those that wish to speak during Council meetings; the rules should apply to staff members as well as citizens.  
23 Councilmember Bolduc stated she would like to gain an understanding of the intent of work session meeting when the  
24 decision was originally made to hold such a meeting. Councilmember Lisonbee stated that the format of work sessions has  
25 changed over the years, but generally work sessions are meant to accommodate more open dialogue, though anyone wishing  
26 to speak should ask to be recognized. This will create a better dialogue. She stated that she thinks it is valuable to allow

1 citizens to speak because they may have something to offer that the Council would not have otherwise thought of.  
2 Councilmember Maughan stated that his main concern is creating consistency and that should be offered to staff and  
3 residents alike.

4 [6:43:25 PM](#)

5 The Council then discussed other potential changes to the rest of the Rules document. Councilmember Lisonbee  
6 suggested that the sections of the document dealing with decorum and discipline of members of the public body be uniform  
7 with Robert's Rules of Order. The discussion concluded with the Council offering direction to staff regarding the  
8 recommended amendments to the document for consideration at the April 12 business meeting.

9

10 [6:50:19 PM](#)

11 **Review Employee Compensation Plan.**

12 A memo from City Manager Bovero explained that at the March 18, 2016 City Council meeting, there was  
13 discussion on the need to review the City's Compensation Plan. Due to the timing of the upcoming budget discussions, staff  
14 felt it was necessary to discuss this sooner, rather than later. From time to time, it is important that the City Council review its  
15 policies. Recent policies that have been reviewed and revised include:

- 16 ▪ General Fund Balance Policy
- 17 ▪ Personnel Policies and Procedures
- 18 ▪ Recruitment & Retention Policy
- 19 ▪ 5-yr Compensation Plan

20 The memo referenced the attached copy of the current Recruitment and Retention Policy, along with the current 5-  
21 year Compensation Plan. The Compensation Plan is updated every year, and is a sub-component of the overall Recruitment  
22 and Retention Policy, so the discussion for the work session would need to have both in consideration.

23 [6:50:29 PM](#)

24 Mr. Bovero reviewed his staff memo and facilitated a discussion with the Council regarding their understanding of  
25 the terms of the Plan relative to the maximum percentage wage increase any employee is eligible to receive in a given year.  
26 The Council ultimately concluded their intent when initially adopting the Plan was that no employee would be eligible for

1 more than 2.3 percent in wage increases in any given year. Discussion also centered on the City’s benchmarking practices,  
2 with Mr. Bovero noting that staff has completed the benchmarking process this year for use in the next fiscal year budget  
3 development process.

4 [7:21:35 PM](#)

5 Councilmember Bolduc refocused on the percent increase employees are eligible for in a given year. She stated she  
6 likes the idea of capping the maximum increase at 2.3 percent, but wondered if it would also be appropriate to establish  
7 increase levels according to an employee’s evaluation score. Councilmember Lisonbee stated she likes that idea and indicated  
8 that employees performing below expectations should not be eligible for a pay increase. Mr. Bovero stated that is already  
9 dictated by the Plan. He then stated that it has been his practice to review employee evaluations for all employees to  
10 compensate in differences between evaluators; top performers within the group will be given a greater amount and the  
11 amount will scale down from there.

12 [7:23:54 PM](#)

13 Councilmember Lisonbee then stated that she would like for the Council to be provided with the total cost  
14 associated with employee increases based upon evaluation scores. She stated this practice would differ from what the Council  
15 has done in the past, which was to allocate a certain amount of money to wage increases to be divided among Departments in  
16 the City. She stated that she feels the taxpayers are being lost in the equation and they deserve to see the total amount that is  
17 offered in merit increases annually. Mr. Marshall stated that data is being tracked and can be made available for public  
18 review. Councilmember Lisonbee stated she would like the total number to be included in the final budget. Mr. Bovero stated  
19 staff can accomplish that as evaluations are completed in March of each year.

20

21 [7:29:00 PM](#)

22 **Council business**

23 The Council and Mayor decided to forego Council business and moved to their business meeting.

24

25

26 The meeting adjourned at 7:29 p.m.

1

2

3 \_\_\_\_\_  
Terry Palmer

4 Mayor

5

6 Date approved: \_\_\_\_\_

\_\_\_\_\_

Cassie Z. Brown, CMC

City Recorder

Minutes of the Syracuse City Council Work Session Meeting, April 12, 2016

Minutes of the Work Session meeting of the Syracuse City Council held on April 12, 2016, at 6:00 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson  
Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

Mayor Terry Palmer  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
Finance Director Steve Marshall  
City Attorney Paul Roberts  
Community and Economic Development Director Brigham Mellor  
Public Works Director Robert Whiteley  
Fire Chief Eric Froerer  
Parks and Recreation Director Kresta Robinson  
Police Chief Garret Atkin

The purpose of the Work Session was to review the agenda for Council business meeting to begin at 7:00 p.m.; review the Parks and Recreation Department budget; review agenda item 6: Authorize Mayor Palmer to execute the Memorandum of Understanding with the Utah Division of Forestry, Fire, and State Lands, and the Syracuse City Fire Department; review agenda item 7: Authorize Administration to execute agreement for water utility service review; review agenda items 8a and 8b: cell tower lease contract renewals; review the following items forwarded by the Planning Commission: Proposed Ordinance 16-14 amending Section 10.120.020 of the Syracuse City Code pertaining to manager dwelling units for storage unit complexes, Proposed Resolution R16-20 amending the Syracuse City General Plan and land use map related to 4.7 acres located at 1972 S. 2000 W., Proposed Resolution R16-21 amending the Syracuse City General Plan and land use map related to 36 acres located at 715 S. 4000 W., Proposed Resolution R16-22 appointing Carlos Nunez to the Architectural Review Committee, Minor Subdivision Plan Approval, Cowley Subdivision, located at approximately 1373 S. 2000 W., and Final Plan Approval, Still Water Lake Estates Phase 8 and 9, located at approximately 1500 W. Gentile Street.; and discuss Council business.

[5:03:46 PM](#)

**Agenda review**

1 Mayor Palmer briefly reviewed the agenda for the business meeting to begin at 7:30 p.m. He announced that item  
2 “d” has been pulled from the work session agenda and he asked that item seven also be removed from the business meeting  
3 agenda.

4 Councilmember Maughan stated it was his understanding that the Arts Council bylaws would be added to the  
5 agendas for tonight’s meetings. City Recorder Brown stated that she did not receive information from the Arts Council by the  
6 deadline for completing the packet for tonight’s meeting.

7

8 [5:06:57 PM](#)

9 **Parks and Recreation Department budget review.**

10 A staff memo from Parks and Recreation Director Robinson explained the mission statement of the Parks and  
11 Recreation Department is “To provide quality, affordable services for its citizens, while promoting community pride,  
12 fostering economic development, and preparing for the future.”

13

- 14 • Under the mission of the City, we have reviewed the parks and recreation services provided by the City and  
15 created a draft budget that outlines the resources to provide the services effectively.

16 In drafting the budget, we followed the guidelines

17 ***10-Year City-Wide Vision Statements***

- 18 • We are a City with well-maintained infrastructure, including roads, utilities, and parks.  
19 • In preparation for the West Davis Corridor, we will make provisions for interchanges to  
20 • accommodate commercial businesses to serve the residents’ needs and to support economic  
21 • stability of the City.  
22 • We are a financially stable City, balancing the cost of services with the level of services that  
23 • we provide. The City will have minimal or no debt.  
24 • The City will incorporate improvements, events, and services that create an overall feeling of connection and  
25 pride in the City by its residents.

26 ***Parks & Recreation Vision Statements***

- 1           • Syracuse City provides parks and open space for active and passive recreation, with
- 2           • equipment and space for a variety of activities.
- 3           • There are a wide variety of programs provided by the Parks & Recreation Department.
- 4           • The Parks & Recreation Department operates efficiently.
- 5           • The programs offered by the Parks & Recreation Department are financially self-sustaining.
- 6           • Syracuse City parks and trails have plenty of trees.

7    ***Priority Color Code***

8           Included with this packet is a color-coded review of the Line-Items requests for the Parks & Recreation Department.

9    The colors correspond with the following categories:

- 10           1) **Yellow** = Optimal Service: These items are not necessary to fulfill the City's mission or the Council's vision for
- 11                     the Parks & Recreation Department, but do provide an improved level of service to the City.
- 12           2) **Green** = Mission & Vision Critical: These items are necessary to fulfill the City's mission and the Council's
- 13                     vision for the Parks & Recreation Department.
- 14           3) **Blue** = Short-term Survival: These items are critical to provide basic services. Without them, the Parks &
- 15                     Recreation Department will be able to operate in the short-term, but will suffer in the long run if additional
- 16                     resources are not provided to support the operations.

17   ***Overarching Discussion Points***

- 18           • **5-10 Year Plan:** Over the next year, the Administration would like to work with the City Council to adopt a 5-
- 19                     10 year level of service and staffing plan for the Parks & Recreation Department. The plan would serve as an
- 20                     advisory document that outlines the level of service deemed acceptable to the Council. It also would evaluate
- 21                     the proper staffing levels for Parks & Recreation in order to maintain the acceptable level of service. Finally, the
- 22                     plan would outline measures and triggers that indicate when staffing levels need to be increased or reduced
- 23                     based on service demands.
- 24                     ○ **Additional Cost:** \$0 In-House staff time and minor ancillary costs
- 25           • **Proposed Reorganization of the Parks & Recreation Dept:** A subcommittee headed by Councilmembers
- 26                     Maughan and Anderson recently investigated and evaluated different organizational structures for the
- 27                     department. Time was spent on several meetings reviewing current and projected workloads, and comparing

1 various alternatives methods in providing parks and recreation services. The findings of the subcommittee are  
2 represented in this draft budget proposal. The proposed structure is included in the attachments.

3 ○ **Estimated Additional Cost:**

4 *Convert 2 PT Recreation Coordinators to 1 FT: \$22,000*

5 *Convert 2 PT Park Maintenance Workers to 1 FT: \$22,000*

6 *New PT Event Coordinator: \$9,600*

7 *Move FT Park Maint Worker to Foreman Level: \$12,000*

8 *New Superintendent Wages/Benefits : \$84,125*

9 *2 new Equipment/Uniform/Phone: \$6,390*

10 *Total: \$156,115*

- 11 • **5-Year Capital Replacement Plan:** The Parks & Recreation Department will finalize a 5-year capital  
12 replacement plan for the City's parks and trails network, along with the Community Center. Much of the initial  
13 inventory and research was conducted under the scope of work for the Parks Master Plan contract. Of particular  
14 note is the need for equipment storage space.

15 ○ **Additional Cost:** \$0 In-House staff time and minor ancillary costs

- 16 • **Improvements in Park Irrigation Systems:** The City is researching ways to improve the efficiency and  
17 effectiveness of the park irrigation systems. Doing so will not only use water resources more efficiently, but  
18 will also save hours in coordinating the systems in each park. This draft budget proposes an improvement in  
19 Founders Park's system, which has been modified over the years in an ad hoc fashion. It currently has 3 user  
20 clocks, and 17 battery-operated clocks. This budget proposes to install a central irrigation controller that will  
21 connect all of the clocks into one controller, and will be capable of remote scheduling via wifi. This will be a  
22 significant improvement in saving time, money, and water, as the irrigation system can be controlled via smart  
23 phone or computer, versus manually. Assuming a successful outcome, other park irrigations systems will be  
24 upgraded in the future.

- 25 • **Trail Surface Treatment:** Asphalt preservation treatment is essential to maximizing the life of the Emigration  
26 Trail. While the trail is in relatively good shape, this budget proposes to apply a high-density mineral bond

1 surface treatment over the entire stretch of the trail in Syracuse City, which will extend the life of the trail for  
2 several years. These maintenance measures prove to be more cost-effective than total asphalt replacement.

- 3 • **Park Improvement Program:** The proposed park improvement budget is based solely on funds available in  
4 the Park Impact Fee fund. General Fund money can be used to supplement park improvements, however. Such  
5 was the case with the 2015 Jensen Bond payoff. Our estimated funds available from the Park Impact Fee Fund  
6 for FY2017 is \$1.96 million from the sale of Jensen Park property, plus a net \$320,000 in new impact fees.

7 Below are the planned projects:

- 8 ○ **Develop Bluff/3000 West Trailhead:** \$ 70,000
- 9 ○ **Tuscany/Ranchettes Park Improvements:** \$ 125,000
- 10 ○ **Large Pavilion at Centennial Park:** \$ 100,000
- 11 ○ **Bluffridge Pavilion** \$ 50,000
- 12 ○ **Parkland Acquisition** \$1,960,000
- 13 ○ **Total: \$2,305,000**

- 14 • **Tree Program:** As previously discussed with the Council, the City will set aside funds for an ongoing tree  
15 planting program. Particular emphasis will be placed on shade trees for parks, as was indicated as a priority in  
16 the 2015 Parks Survey.

- 17 • **Volunteer Background Checks:** The Parks and Recreation Department currently runs over 750 background  
18 checks per year on coaches, assistant coaches, and any other volunteer working with the youth. Due to a recent  
19 change in the City's authorization to access the State's Bureau of Criminal Investigations records, the Parks &  
20 Recreation Department can no longer run background checks directly. Instead, we will need to either have the  
21 Police Department run them, or pay a third party service. This is a recent change, so we are currently in the  
22 process of analyzing the most cost-effective manner. Either of the two methods will cost more money, whether  
23 it be overtime costs of the PD, or service fees through a third party.

- 24 • **Landscaping Contract for City Properties:** In an effort to focus attention to parkland, we are looking into a  
25 landscaping maintenance contract for non-park properties, such as City Hall, detention basins, and subdivision  
26 entryways that are owned by the City.

27

1 [5:07:51 PM](#)

2 **Review agenda item 6: Authorize Mayor Palmer to**  
3 **execute the Memorandum of Understanding with the**  
4 **Utah Division of Forestry, Fire, and State Lands, and the**  
5 **Syracuse City Fire Department.**

6 An staff memo from the Fire Chief explained the most recent MOU with the State Forestry Fire and State Lands  
7 (FFSL) was initiated in March of 2015. This year FFSL updated their Fire Department Manual and rate structure as it applies  
8 to cooperators involved in the Wildfire Response Program, requiring a renewal of an MOU. This agreement provides a  
9 mechanism for procurement, use and compensation for services provided by the fire department outside our jurisdictional  
10 area of responsibility, to the State of Utah and its cooperators; pursuant to cooperative agreements, operating plans, closest  
11 forces agreements and suppression resource needs in support of fire suppression. Following are the changes in the MOU from  
12 2015:

- 13 1) FFSL vehicle mechanical inspection eliminated.
- 14 2) Invoicing will be through Fire Business System (FBS) electronically. A reference to old system forms is  
15 updated.
- 16 3) Deleted reference in #6 “It is mutually agreed” to State owned land within the municipality boundary being  
17 the responsibility of the municipality. The Division is responsible for all State owned wildland.

18 [5:08:03 PM](#)

19 Fire Chief Froerer reviewed his staff memo and provided a high level overview of the amendments to the MOU.  
20  
21

22 **Review agenda item 7: Authorize Administration to**  
23 **execute agreement for water utility service review.**

24 This item was removed from the agenda.  
25

1 [5:12:58 PM](#)

2 **Review agenda items 8a and 8b: cell tower lease**

3 **contract renewals.**

4 A staff memo from the Finance Director explained the City originally entered into an agreement with Cingular  
5 wireless on June 20, 2005 for the construction of a cell tower located at Founders Park – approximately 1500 South and 1800  
6 West. In return, the city receives a monthly cell tower lease payment of \$1,983.75 per month. The Lease was taken over by  
7 Crown Castle which is a cell tower site management company. They have requested an amendment to the contract for an  
8 extension on the term of the agreement for a 20 year extension. In return they have agreed to the following revised terms:

- 9 ○ Rent will increase to \$2,281.31 in October 2020.
- 10 ○ Rent will increase 3% each year after October 2020.
- 11 ○ \$500 per month revenue share for any additional broadband tenants and \$200 per month for non-  
12 broadband tenants added to site.
- 13 ○ Capability to add surveillance cameras to tower at founders park for security.

14 The memo concluded staff recommends the Council authorize Administration to execute Second Amendment to  
15 Land Lease Agreement with Crown Castle for cell tower located at Founders Park – approximately 1500 South and 1800  
16 West.

17 An additional staff memo from the Finance Director explained the City originally entered into an agreement with  
18 Verizon wireless on June 25, 2002 for the construction of a cell tower located at 3151 South 2400 West. In return, the city  
19 receives a monthly cell tower lease payment of \$1,983.75 per month. The Lease was taken over by American Tower which  
20 is a cell tower site management company. They have requested an amendment to the contract for an extension on the term of  
21 the agreement for a 30 year extension. In return they have agreed to the following revised terms:

- 22 ○ \$35,000 signing bonus.
- 23 ○ Rent will increase to \$2,281.31 in November 2017.
- 24 ○ Rent will increase 3% each year after November 2017.
- 25 ○ 15% revenue share for any additional tenants added to site.

26 The memo concluded staff recommends the Council authorize Administration to execute First Amendment to Land  
27 Lease Agreement with American Tower for the cell tower located at 3151 South 2400 West.

1 [5:13:09 PM](#)

2 Mr. Bovero reviewed the staff memo.

3 [5:16:05 PM](#)

4 Councilmember Anderson inquired as to the number of tenants the owners of the cell towers could potentially allow  
5 to co-locate. Mr. Bovero stated the City does not place limitations on co-location, but there are space limitations. He  
6 suggested that the Council direct that question to Finance Director Marshall during the business meeting.

7 [5:16:51 PM](#)

8 Councilmember Bolduc inquired as to when the Council will receive a status report regarding the installation of  
9 surveillance cameras in Founders Park. Mr. Bovero noted the funding has not been approved for the cameras and the project  
10 cannot proceed until funding is allocated.

11 [5:17:43 PM](#)

12 The Council engaged in a high level discussion regarding the negotiated terms of the two contracts, with Mr. Bovero  
13 suggesting that additional discussion take place during the business meeting when Mr. Marshall is present.

14

15 [5:19:27 PM](#)

16 **Review items forwarded by the Planning Commission:**

17 **Proposed Ordinance 16-14 amending Section 10.120.020**

18 **of the Syracuse City Code pertaining to manager**

19 **dwelling units for storage unit complexes.**

20 A staff memo from the Community and Economic Development (CED) Department explained the Planning  
21 Commission is requesting to amend the permitted uses in the Industrial Zone to address an existing non-conforming use that is  
22 occurring in an existing storage unit complex within the city. The complex has a dwelling unit for live-in management; however,  
23 caretaker quarters are not listed in the permitted uses of the zone. Planning commission passed a positive recommendation for  
24 approval for this amendment in their meeting on March 15, 2016. The dissenting votes were because of a desire for a different  
25 method of calculating max number of units. Following is the motion from the meeting minutes:

1 COMMISSIONER JENSEN MADE THE MOTION THAT THEY ADOPT THE 2ND OPTION FOR THE CODE  
2 AMENDMENT TITLE X 10.120.020 WITH RECOMMENDATION OF APPROVAL TO CITY COUNCIL WITH  
3 ONE CHANGE OF '1 DWELLING UNIT PER 350 UNITS PER STORAGE FACILITY PROJECT'.  
4 COMMISSIONER MCCUISTION SECONDED THE MOTION. COMMISISONER VAUGHAN AND  
5 COMMISISONER RACKHAM VOTED NAY. MOTION CARRIED BY MAJORITY BY 5/2.

6 [5:19:42 PM](#)

7 CED Director Mellor reviewed his staff memo.

8 [5:21:59 PM](#)

9 The Council engaged in a high level discussion regarding the logistics of allowing living facilities at storage unit  
10 complexes throughout the City. Discussion also centered on enforcement of the ordinance with the goal of ensuring that only the  
11 caretaker or owner of the complex can live on the property.

12

13 [5:28:53 PM](#)

14 **Review items forwarded by the Planning Commission:**

15 **Proposed Resolution R16-20 amending the Syracuse**

16 **City General Plan and land use map related to 4.7 acres**

17 **located at 1972 S. 2000 W.**

18 A staff memo from the Community and Economic Development (CED) Department provided the following information  
19 about the application:

|    |                      |                                 |
|----|----------------------|---------------------------------|
| 20 | Location:            | 1972 S. 2000 W.                 |
| 21 | Current Zoning:      | R-2                             |
| 22 | General Plan:        | R-3                             |
| 23 | Requested GP:        | PRD                             |
| 24 | Total Area:          | 4.7 Acres                       |
| 25 | R-2 Density Allowed: | 14 lots (3 lots/gross acre) PRD |
| 26 | Density Allowed:     | 28 lots (6 lots/gross acre)     |

1           The Planning Commission unanimously voted against this item in their April 5th meeting. They are forwarding a  
2 recommendation for denial because it does not meet the minimum 5 acres for a PRD and they felt that the current General  
3 Plan of R-3 residential would be more appropriate. The other requirement of the PRD zone is to have direct access from an  
4 arterial, which this does not have. This property is adjacent to the Craig Estates development. The applicant wishes to join  
5 the Craig Estates HOA and extend a similar product onto their property. The HOA presidents for Craig Estates have  
6 shown support for the project. PRD must have a minimum of five acres. The applicant plans to purchase acreage from  
7 Craig Estates in order to access the property and to meet the minimum acreage requirements. A development agreement is  
8 required in this zone and the details of the acreage calculations could be included in the document. The City's ordinance  
9 requires that there be a direct connection to an arterial or major collector roadway. The applicant's proposed access is off  
10 Craig Ln. which is not a major collector. However, if the subdivision is considered to be an extension of Craig Estates,  
11 that subdivision does have a connection to 2000 W. Craig Estates phase 1 plat was recorded in 1999, Phase 2 was 2002,  
12 and phase 3 was in 2005. The development was developed as an R-2 cluster subdivision that is no longer in ordinance.  
13 Our current cluster subdivision requires a minimum of 10 acres. The entitlement process would include the following: this  
14 general plan amendment, current zoning map amendment, development agreement, concept subdivision plan, preliminary  
15 subdivision plan, and final subdivision plan approvals. Any remaining houses along 2000 w must meet the minimum lot  
16 size for its zone.

17 [5:29:05 PM](#)

18           CED Director Mellor reviewed his staff memo.

19 [5:31:33 PM](#)

20           Council discussion of the application centered on the fact that the subject parcel is smaller than the minimum size  
21 required for approval of a Planned Residential Development (PRD). Mr. Mellor indicated the landowner and developer is  
22 considering the long term developability of the property and they believe that frontage along 2000 West could potentially be  
23 developed for commercial use in the future. He indicated that in order for the project to be approved, the applicant would need to  
24 amend their development application or the City would need to amend its ordinance. City Attorney Roberts indicated that this  
25 application is simply for a general plan change and optional amendments to the project or City Code should be discussed at a  
26 future date.

27 [5:36:39 PM](#)

1 Councilmember Lisonbee stated she feels the project is a great fit for the subject property, but she is concerned that it  
2 does not comply with City Code. She stated she would like to continue discussion of optional amendments that would make the  
3 proposed project compliant with City Code. Councilmember Gailey agreed, but indicated that he agrees with the developer's  
4 concept of preserving frontage along 2000 West for potential future commercial development. He asked if there is a way to  
5 deviate from the City Code without setting precedent for future applications. Councilmember Maughan stated he would like to see  
6 commercial development occurring hand in hand with the PRD rather than allowing the owner to preserve the property until some  
7 point in the future when it is more valuable for development is not fair to the City at this time. Mr. Mellor stated the developer is  
8 open to a variety of options and they are willing to work with the Council to ensure compliance. Councilmember Lisonbee stated  
9 she feels that the property size can be increased to five acres in order to be compliant with City Code; she also feels it is possible  
10 to allow for connectivity between the proposed development and adjacent developments for ingress and egress. Mr. Mellor and  
11 Mr. Roberts both agreed.

12  
13 [5:45:42 PM](#)

14 **Review items forwarded by the Planning Commission:**  
15 **Proposed Resolution R16-21 amending the Syracuse**  
16 **City General Plan and land use map related to 36 acres**  
17 **located at 715 S. 4000 W.**

18 A staff memo from the Community and Economic Development (CED) Department provided the following  
19 information about the application:

|    |                 |                        |          |
|----|-----------------|------------------------|----------|
| 20 | Location:       | 715 S. 4000 W.         |          |
| 21 | Current Zoning: | None – Not yet annexed |          |
| 22 | General Plan:   | R-1                    |          |
| 23 | Requested GP:   | R-2                    |          |
| 24 | Total Area:     | 36 Acres               |          |
| 25 | R-1             | Density Allowed:       | 82 lots  |
| 26 | R-2             | Density Allowed:       | 107 lots |

1 Following is the excerpt from the minutes from the March 15 Planning Commission meeting:

2 COMMISSIONER THORSON MADE A MOTION THAT THEY RECOMMEND DISAPPROVAL TO  
3 THE CITY COUNCIL ON AN R-2 GENERAL PLAN MAP CHANGE BASED ON THE  
4 CONFORMANCE TO THE GENERAL PLAN AND RETIANING THE GENREAL PLAN INTACT AS  
5 R-1 AND THE IMPACT TO THE INFASTRUCTURE. MOTION WAS SECONED BY  
6 COMMISSIONER JENSEN. ALL WERE IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

7 This property is not yet annexed into the city but is in our annexation declaration. The land is currently under county  
8 jurisdiction but since it is in our declaration, we have given it a zone on our General Plan Map. Once annexed, the property's  
9 general plan zone would be applied as its current zoning. The decision at hand is whether or not the city would be willing to  
10 accept additional residential density at this location. The R-1 zone allows 2.3 lots per gross acre and the R-2 allows 3 lots per  
11 gross acre. This is an added approximately 25 houses above what would occur as an R-1. As with all general plan or zoning  
12 map amendment requests, it is within this body's purview to give a positive or negative recommendation after an analysis of  
13 potential impacts of the proposed amendment on existing infrastructure and public services such as traffic, streets,  
14 intersections, water and sewer, storm drains, electrical power, fire protection, garbage collection is considered. The city  
15 council will make the final vote on this legislative decision.

16 [5:45:59 PM](#)

17 CED Director Mellor reviewed his staff memo.

18 [5:48:46 PM](#)

19 The Council engaged in discussion regarding the next steps for this project, such as annexation of property and  
20 negotiation of a development agreement, after which Councilmember Lisonbee noted she is the only Councilmember who was in  
21 office when the planned residential devilmnt (PRD) zoning was discussed for this project. She stated the Council was strong-  
22 armed into approving PRD zoning and she still does not feel it is a good fit for the area because the further away from a city  
23 center, the less dense development should be. The PRD zoning does not make sense in this area, especially given the lack of open  
24 space provided within the development. She stated she would like to table this item and give the developer an opportunity to come  
25 before the Council with idea regarding a better fit for the area. She noted the project contemplates placing an extremely high  
26 density development adjacent to a development with \$400,000 homes and she is not comfortable with that. Councilmember  
27 Bolduc indicated she would support tabling consideration of the application this evening. Councilmember Gailey asked if the

1 PRD zoning is considered vested at this point. Mr. Roberts stated a development agreement has been approved for the subject  
2 property and the zoning agreed upon in that agreement is vested; however, the applicant does not have rights to annex the property  
3 at this time and the City could deny that action until negotiations regarding the density conclude. Councilmember Gailey stated he  
4 supports working with the developer to reach an outcome that benefits all parties.

5  
6 [5:52:17 PM](#)

7 **Review items forwarded by the Planning Commission:**

8 **Proposed Resolution R16-22 appointing Carlos Nunez to**  
9 **the Architectural Review Committee.**

10 An administrative staff memo explained the mayor has interviewed Carlos Nunez and would like to appoint Carlos  
11 Nunez as a member of the Architectural Review Committee. Please find the following applicable ordinance:

12 10.28.020 Architectural Review Committee (ARC).

13 The ARC is established to review all applicable development plans for compliance with the design  
14 standards in this chapter. This committee functions as a subcommittee of the Planning Commission and  
15 consists of seven members appointed by the Mayor with the advice and consent of the City Council in  
16 accordance with the Syracuse Municipal Code. Members consist of community residents, Planning  
17 Commissioners (maximum two), and City staff. The Planning Commission Chair may recommend  
18 candidates for the Mayor's consideration.

19 [5:52:26 PM](#)

20 CED Director Mellor reviewed his staff memo.

21  
22 [5:53:32 PM](#)

23 **Review items forwarded by the Planning Commission:**

24 **Minor Subdivision Plan Approval, Cowley Subdivision,**

25 **located at approximately 1373 S. 2000 W.**

1 A staff memo from the Community and Economic Development (CED) Department provided the following information  
2 about the application:

- 3           Zone:           R-1 Residential
- 4           Applicant:       Erik Craythorne
- 5           Requested Lots: 2
- 6           Acreage:         0.648 acres

7           The Planning Commission unanimously approved the minor subdivision and recommended conveyance of the  
8 “sliver” of city owned land to the applicant during their regular meeting on April 5, 2016. The applicant is requesting  
9 approval of a 2 lot minor subdivision plat on property located at approximately 1373 North 2000 West. In its current state,  
10 the property to be subdivided extends into the planned right-of-way of 2000 West by 33 feet. As such, the front 33 feet of the  
11 property will be dedicated as right-of-way. This is constituted of approximately 3,884.1 square feet. There is a narrow strip of  
12 property predominantly on the north side of the proposed lot 1. This strip is owned by Syracuse City and is not buildable in  
13 its current state. Section 3.10.080.(D) of the Syracuse Municipal Code states that the Planning Commission scope includes  
14 “The acquisition or acceptance of land for any public property, public way, ground, place, or structure; also the sale or lease  
15 of municipally owned property, and the location of public buildings, parks or other open spaces.” As such, a recommendation  
16 should be made by the Planning Commission before the City Council may grant requisition of the property to the applicant  
17 for inclusion in the subdivision. The applicant has expressed a desire to include the property in the subdivision and the  
18 property owner has been maintaining the property despite the City maintaining ownership. The property is to be subdivided  
19 into two building lots. The entirety of the subdivision falls within the R-1-Residential Zone. The lots feature the following  
20 dimensions:

| Lot | Lot Size.   | Lot Width (100' | Buildable Area | Structures to Remain          |
|-----|-------------|-----------------|----------------|-------------------------------|
| 1   | 12,358 sqft | 105'            | 5,890 sqft     | Home (complies with setbacks) |
| 2   | 12,005 sqft | 102'            | 5,084 sqft     | None                          |

21           As indicated above, both lots meet all the minimum requirements for the R-1 Residential Zone.

22           Questions related to this staff report can be directed to Planner Royce Davies.

23           [5:53:37 PM](#)

1 CED Director Mellor reviewed his staff memo. Brief Council discussion centered upon other development in the vicinity  
2 of the subject property.

3

4 [5:56:27 PM](#)

5 **Review items forwarded by the Planning Commission:**

6 **Final Plan Approval, Still Water Lake Estates Phase 8**

7 **and 9, located at approximately 1500 W. Gentile Street.**

8 A staff memo from the Community and Economic Development (CED) Department provided the following  
9 information about the application:

|    |                                 |                 |
|----|---------------------------------|-----------------|
| 10 | Current Zoning:                 | R-1 Cluster     |
| 11 | Phase 8 Acres:                  | 5.25            |
| 12 | Phase 8 Lots:                   | 19              |
| 13 | Phase 9 Acres:                  | 7.01            |
| 14 | Phase 9 Lots:                   | 29              |
| 15 | Preliminary Plan Approval Date: | March 6th, 2014 |
| 16 | Development Agreement Date:     | July 3rd, 2014  |

17 The Planning Commission unanimously voted in favor of granting final plat approval of this project in their April 5,  
18 2016 meeting. Following is the motion that was made during the meeting:

19 COMMISSIONER DAY MADE A MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL  
20 CONDITION UPON PROPER SIGNAGE ON THE ROAD TERMINATION AND ON THE FIRE  
21 HAMMERHEAD WITH EXCLUSIVE USE BY THE FIRE DEPARTMENT WITH BARRIERS AND  
22 ALSO WITH THE CLARIFICATION THAT THEY WILL BE ABLE TO BUILD ON LOTS 914 & 913.  
23 SECONDED BY COMMISSIONER THORSON. ALL WERE IN FAVOR, MOTION CARRIED  
24 UNANIMOUSLY

25 The memo concluded the applicant has requested approval of the last two phases of the "Cottages" portion of the  
26 Stillwater Lake Estates. Fire, Engineering, and Planning departments have reviewed the attached plans for compliance with

1 ordinances and the applicant has addressed all staff comments. The development agreement requires that a bond for 50% of  
2 the cost of crossing the canal must be provided before the plat can be recorded. Please find attached additional documents  
3 about this application.

4 [5:56:38 PM](#)

5 CED Director Mellor reviewed his staff memo.

6

7

8

9 [6:00:07 PM](#)

10 **Council business**

11 There was no Council business.

12

13

14 The meeting adjourned at 7:02 p.m.

15

16

17

18 \_\_\_\_\_  
19 Terry Palmer  
20 Mayor

\_\_\_\_\_

Cassie Z. Brown, CMC  
City Recorder

21 Date approved: \_\_\_\_\_

Minutes of the Syracuse City Council Regular Meeting, April 12, 2016

Minutes of the Regular meeting of the Syracuse City Council held on April 12, 2016 at 7:06 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson  
Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

Mayor Terry Palmer  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
City Attorney Paul Roberts  
Finance Director Steve Marshall  
Community Development Director Brigham Mellor  
Public Works Director Robert Whiteley  
Fire Chief Eric Froerer  
Parks and Recreation Director Kresta Robinson  
Police Chief Garret Atkin

7:06:20 PM

1. Meeting Called to Order/Adopt Agenda

Mayor Palmer called the meeting to order at p.m. as a regularly scheduled meeting, with notice of time, place, and agenda provided 24 hours in advance to the newspaper and each Councilmember. Councilmember Maughan provided an invocation. Councilmember Anderson then led all present in the Pledge of Allegiance.

7:07:29 PM

COUNCILMEMBER MAUGHAN MOVED TO REMOVE ITEM SEVEN FROM THE AGENDA AND ADOPT THE AGENDA WITH THAT CHANGE. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

7:08:08 PM

2. Presentation of the Syracuse City and Wendy's "Award for Excellence"

to Haylie Ricker and Noah Cella for the month of April 2016.

The City wishes to recognize citizens who strive for excellence in athletics, academics, arts and/or community service. To that end, in an effort to recognize students and individuals residing in the City, the Community and Economic

1 Development, in conjunction with Jeff Gibson, present the recipients for the “Syracuse City & Wendy’s Award for  
2 Excellence”. This monthly award recognizes the outstanding performance of a male and female who excel in athletics,  
3 academics, arts, and/or community service. The monthly award recipients will each receive a certificate and be recognized at  
4 a City Council meeting; have their photograph placed at City Hall and the Community Center; be written about in the City  
5 Newsletter, City’s Facebook and Twitter Feed, and City’s website; be featured on the Wendy’s product television; and  
6 receive a \$10 gift certificate to Wendy’s.

7 Mayor Palmer noted both teens receiving the award for February 2016 were nominated by the Syracuse Arts  
8 Academy.

9 Haylie Ricker:

10 Haylie is a hard working student who makes every attempt to complete her work correctly. She is compliant and  
11 willing to do anything the teachers ask her to help her succeed. She is also very willing to help other students and  
12 treat everyone around her with respect and kindness. She is one of the students from Syracuse Jr High that competed  
13 in the District Level Science Fair. That is an example of how she continues to strive to improve herself and push  
14 beyond the normal limits of typical students. Haylie is a great example of what personal focus and dedication can  
15 accomplish.

16  
17  
18 Noah Cella:

19 Noah is a mature, responsible, reliable student, who is always respectful, pays attention in class, and does his best in  
20 class. He always tells the teachers in advance if he needs to be absent and catches up his missing assignments right  
21 away due to his absence. He not only cares about his grades but also his leaning and his achievement. Noah is also a  
22 quick learner, loves to help others, and has leadership potential. Noah is a great student and has a lot of really great  
23 qualities. He is always polite and very kind when he speaks. He has good manners and is kind to the students around  
24 him. He is a hard worker and always comes to class prepared and ready to work. He has a good attitude about life  
25 despite the hard things that he is going through with his eyesight right now. Overall, we would love to have a whole  
26 school full of students just like Noah.

1 [7:13:04 PM](#)

2 3. Volunteer Week: Recognition of Police Department volunteers by  
3 Police Chief Atkin.

4 A staff memo from the Police Chief explained April 10-April 16, 2016, has been set aside as National Volunteer  
5 Week. One purpose of National Volunteer Week is to recognize those who have given back to their community through their  
6 acts of service. In the spring of 2013, Syracuse Police Department partnered with the Syracuse Lion's Club to build a  
7 Volunteers in Police Service (VIPS) program. The majority of volunteer efforts have centered on administering fingerprinting  
8 services for the public. Prior to the partnership, officers had to be called in from the field to perform this duty; volunteers  
9 have allowed the Department to continue this valuable community service, while keeping officers out patrolling the  
10 community. Volunteers have also helped with data entry and other administrative functions within the Department. In 2015,  
11 members of the Syracuse Lion's Club donated over 200 hours to the Department. Based on a national estimate of what  
12 volunteer time is worth, the service of our volunteers has been a benefit in excess of \$4,725.00. It is with great pride and  
13 admiration that I present the members of our Volunteers in Police Services program to the Mayor and Council for  
14 recognition.

|                    |                |
|--------------------|----------------|
| 15 Lynn John       | Mike Eisenberg |
| 16 Sandra John     | David Ackerman |
| 17 Steven Anderson | Candi Ackerman |
| 18 Eric Ellington  | Chris O'Shea   |

19 [7:13:07 PM](#)

20 Chief Atkin reviewed his memo and presented each of the volunteers named in his memo with a certificate of  
21 recognition from the Police Department.

22  
23 [7:17:33 PM](#)

24 4. Approval of Minutes:

1 The following minutes were reviewed by the City Council: Special Meetings of March 11, March 18, March 25, and  
2 March 29, 2016 and the Special RDA and MBA Meetings of March 29, 2016.

3 [7:17:54 PM](#)

4 COUNCILMEMBER GAILEY MADE A MOTION TO APPROVE THE MINUTES LISTED ON THE AGENDA  
5 AS PRESENTED. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

6

7 [7:18:19 PM](#)

8 5. Public comments

9 There were no public comments.

10

11 [7:18:55 PM](#)

12 6. Authorize Mayor Palmer to execute the Memorandum of Understanding with  
13 the Utah Division of Forestry, Fire, and State Lands, and the Syracuse City Fire  
14 Department.

15 An staff memo from the Fire Chief explained the most recent MOU with the State Forestry Fire and State Lands  
16 (FFSL) was initiated in March of 2015. This year FFSL updated their Fire Department Manual and rate structure as it applies  
17 to cooperators involved in the Wildfire Response Program, requiring a renewal of an MOU. This agreement provides a  
18 mechanism for procurement, use and compensation for services provided by the fire department outside our jurisdictional  
19 area of responsibility, to the State of Utah and its cooperators; pursuant to cooperative agreements, operating plans, closest  
20 forces agreements and suppression resource needs in support of fire suppression. Following are the changes in the MOU from  
21 2015:

- 22 1) FFSL vehicle mechanical inspection eliminated.
- 23 2) Invoicing will be through Fire Business System (FBS) electronically. A reference to old system forms is  
24 updated.
- 25 3) Deleted reference in #6 “It is mutually agreed” to State owned land within the municipality boundary being  
26 the responsibility of the municipality. The Division is responsible for all State owned wildland.

27 [7:19:04 PM](#)

1 Chief Froerer reviewed his staff memo.

2 [7:20:07 PM](#)

3 COUNCILMEMBER MAUGHAN MADE A MOTION TO AUTHORIZE MAYOR PALMER TO EXECUTE  
4 THE MEMORANDUM OF UNDERSTANDING WITH THE UTAH DIVISION OF FORESTRY, FIRE, AND STATE  
5 LANDS, AND THE SYRACUSE CITY FIRE DEPARTMENT. COUNCILMEMBER LISONBEE SECONDED THE  
6 MOTION.

7  
8 7. Authorize Administration to execute agreement for water utility service review.

9 This item was removed from the agenda.

10

11 [7:20:41 PM](#)

12 8. Cell tower contract renewals:

13 a. Authorize Administration to execute second amendment to lease  
14 agreement with NCWPCS MPL 33-Year Sites Tower Holdings, LLC.

15 b. Authorize Administration to execute First Amendment to Land Lease  
16 Agreement with American Tower.

17 A staff memo from the Finance Director explained the City originally entered into an agreement with Cingular  
18 wireless on June 20, 2005 for the construction of a cell tower located at Founders Park – approximately 1500 South and 1800  
19 West. In return, the city receives a monthly cell tower lease payment of \$1,983.75 per month. The Lease was taken over by  
20 Crown Castle which is a cell tower site management company. They have requested an amendment to the contract for an  
21 extension on the term of the agreement for a 20 year extension. In return they have agreed to the following revised terms:

- 22 ○ Rent will increase to \$2,281.31 in October 2020.
- 23 ○ Rent will increase 3% each year after October 2020.
- 24 ○ \$500 per month revenue share for any additional broadband tenants and \$200 per month for non-  
25 broadband tenants added to site.
- 26 ○ Capability to add surveillance cameras to tower at founders park for security.

1 The memo concluded staff recommends the Council authorize Administration to execute Second Amendment to  
2 Land Lease Agreement with Crown Castle for cell tower located at Founders Park – approximately 1500 South and 1800  
3 West.

4 An additional staff memo from the Finance Director explained the City originally entered into an agreement with  
5 Verizon wireless on June 25, 2002 for the construction of a cell tower located at 3151 South 2400 West. In return, the city  
6 receives a monthly cell tower lease payment of \$1,983.75 per month. The Lease was taken over by American Tower which  
7 is a cell tower site management company. They have requested an amendment to the contract for an extension on the term of  
8 the agreement for a 30 year extension. In return they have agreed to the following revised terms:

- 9 ○ \$35,000 signing bonus.
- 10 ○ Rent will increase to \$2,281.31 in November 2017.
- 11 ○ Rent will increase 3% each year after November 2017.
- 12 ○ 15% revenue share for any additional tenants added to site.

13 The memo concluded staff recommends the Council authorize Administration to execute First Amendment to Land  
14 Lease Agreement with American Tower for the cell tower located at 3151 South 2400 West.

15 [7:20:47 PM](#)

16 City Manager Bovero reviewed the staff memos. He indicated that Mr. Marshall is not present to answer questions  
17 regarding the agreements and he suggested that action be tabled until later in the meeting after the Council has had a chance  
18 to get answers to the questions they asked during the work session.

19 [7:21:29 PM](#)

20 COUNCILMEMBER LISONBEE MOVED TO TABLE CONSIDERATION OF THE AGREEMENTS UNTIL  
21 LATER IN THE MEETING. COUNCILMEBER MAUGHAN SECONDED THE MOTION; ALL VOTED IN FAVOR.

22

23 [7:21:50 PM](#)

24 9. Proposed Resolution R16-19 amending the Syracuse City Council  
25 Rules of Order and Procedure.

26 An administrative staff memo explained the Council reviewed their Rules of Order and Procedure during their  
27 March 29 work session meeting and recommended minor changes to clarify the process for removing a Councilmember from

1 a meeting and the format of work session meetings. City Attorney Roberts amended the rules document to incorporate the  
2 recommendations provided by the Council.

3 [7:22:06 PM](#)

4 City Attorney Roberts reviewed the staff memo.

5 [7:22:43 PM](#)

6 Councilmember Maughan indicated he is concerned that the language in the section dealing with the format of work  
7 session meetings is not specific enough and he would like to adjust the language to indicate that the Mayor shall recognize  
8 any person before they are allowed to speak during a work session.

9 [7:24:53 PM](#)

10 COUNCILMEMBER ANDERSON MADE A MOTION TO ADOPT RESOLUTION R16-19 AMENDING THE  
11 SYRACUSE CITY COUNCIL RULES OF ORDER AND PROCEDURE, WITH THE FOLLOWING CHANGE:

- 12 • INCLUDE THE WORD SHALL IN SECTION C RELATIVE TO THE MAYOR RECOGNIZING  
13 THOSE WISHING TO SPEAK DURING WORK SESSION MEETINGS.

14 COUNCILMEMBER MAUGHAN SECONDED THE MOTION; ALL VOTED IN FAVOR.

15

16 [7:25:31 PM](#)

17 10. Proposed Resolution R16-18 amending the bylaws for the Syracuse  
18 City Planning Commission.

19 A staff memo from the City Attorney referenced the attached version of the Planning Commission bylaws, which  
20 includes the previous amendments which we have discussed over the past few months. If I have missed an amendment,  
21 please contact me at least a few hours prior to the meeting and I will prepare an alternate version with those additional  
22 changes. In a March meeting, the Commission has requested two minor changes, both in Section II A:

- 23 - Change the month of Chair election from January to December
- 24 ○ This will permit the new Chair to take the remainder of December to receive training and get up to  
25 speed on projects and other items of which the Chair needs to be aware.

- 1           - Allow the amendment to Subsection II A to be effective upon passage, rather than in July (avoiding need to  
2           elect someone to serve as Chair for 5-6 months)
- 3                 o The Commission has unofficially indicated that it supports Chairman Vaughan’s continued tenure until  
4                 the December election. As the bylaws do not specifically call out “terms,” he could continue until  
5                 replaced in the election without any other changes.

6           The memo concluded staff recommends approval of the bylaws via adoption of the proposed resolution.

7           [7:25:48 PM](#)

8           City Attorney Roberts reviewed his staff memo.

9           [7:29:19 PM](#)

10           COUNCILMEMBER BOLDUC MADE A MOTION TO ADOPT RESOLUTION R16-18 AMENDING THE  
11           BYLAWS FOR THE SYRACUSE CITY PLANNING COMMISSION, WITH THE FOLLOWING CHANGES:

- 12                 • AMENDING SECTION 2A TO CHANGE THE ELECTION DATE FROM JANUARY TO DECEMBER.
- 13                 • ALLOWING THE AMENDMENT TO SECTION 2A TO BE EFFECTIVE UPON PASSAGE.

14           COUNCILMEMBER LISONBEE SECONDED THE MOTION; ALL VOTED IN FAVOR.

15

16           [7:30:10 PM](#)

17           11. Proposed Ordinance 16-14 amending Section 10.120.020 of the  
18           Syracuse City Code pertaining to manager dwelling units for storage unit  
19           complexes.

20           A staff memo from the Community and Economic Development (CED) Department explained the Planning  
21           Commission is requesting to amend the permitted uses in the Industrial Zone to address an existing non-conforming use that is  
22           occurring in an existing storage unit complex within the city. The complex has a dwelling unit for live-in management; however,  
23           caretaker quarters are not listed in the permitted uses of the zone. Planning commission passed a positive recommendation for  
24           approval for this amendment in their meeting on March 15, 2016. The dissenting votes were because of a desire for a different  
25           method of calculating max number of units. Following is the motion from the meeting minutes:

1 COMMISSIONER JENSEN MADE THE MOTION THAT THEY ADOPT THE 2ND OPTION FOR THE CODE  
2 AMENDMENT TITLE X 10.120.020 WITH RECOMMENDATION OF APPROVAL TO CITY COUNCIL WITH  
3 ONE CHANGE OF ‘1 DWELLING UNIT PER 350 UNITS PER STORAGE FACILITY PROJECT’.  
4 COMMISSIONER MCCUISTION SECONDED THE MOTION. COMMISISONER VAUGHAN AND  
5 COMMISISONER RACKHAM VOTED NAY. MOTION CARRIED BY MAJORITY BY 5/2.

6 [7:30:18 PM](#)

7 CED Director Mellor reviewed his staff memo.

8 [7:32:35 PM](#)

9 COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT ORDINANCE 16-14 AMENDING SECTION  
10 10.120.020 OF THE SYRACUSE CITY CODE PERTAINING TO MANAGER DWELLING UNITS FOR STORAGE  
11 UNIT COMPLEXES, WITH THE FOLLOWING CHANGES:

- 12 • AMEND ITEM 4 TO READ: . . .SHALL: BE LIMITED IN ITS OCCUPANCY TO CARETAKERS OF  
13 THE STORAGE FACILITY AND THEIR FAMILY.
- 14 • ADD ITEM 9 TO READ: “NOT INCLUDE MOBILE LIVING FACILITIES, SUCH AS  
15 RECREATIONAL VEHICLES, MOBILE HOMES, OR CAMPERS.”

16 COUNCILMEMBER GAILEY SECONDED THE MOTION; ALL VOTED IN FAVOR.

17

18 [7:33:18 PM](#)

19 12. Proposed Resolution R16-20 amending the Syracuse City General  
20 Plan and land use map related to 4.7 acres located at 1972 S. 2000 W.

21 A staff memo from the Community and Economic Development (CED) Department provided the following  
22 information about the application:

|    |                 |                 |
|----|-----------------|-----------------|
| 23 | Location:       | 1972 S. 2000 W. |
| 24 | Current Zoning: | R-2             |
| 25 | General Plan:   | R-3             |
| 26 | Requested GP:   | PRD             |

1                   Total Area:                   4.7 Acres  
2                   R-2 Density Allowed:       14 lots (3 lots/gross acre) PRD  
3                   Density Allowed:           28 lots (6 lots/gross acre)

4           The Planning Commission unanimously voted against this item in their April 5th meeting. They are forwarding a  
5 recommendation for denial because it does not meet the minimum 5 acres for a PRD and they felt that the current General  
6 Plan of R-3 residential would be more appropriate. The other requirement of the PRD zone is to have direct access from an  
7 arterial, which this does not have. This property is adjacent to the Craig Estates development. The applicant wishes to join  
8 the Craig Estates HOA and extend a similar product onto their property. The HOA presidents for Craig Estates have  
9 shown support for the project. PRD must have a minimum of five acres. The applicant plans to purchase acreage from  
10 Craig Estates in order to access the property and to meet the minimum acreage requirements. A development agreement is  
11 required in this zone and the details of the acreage calculations could be included in the document. The City's ordinance  
12 requires that there be a direct connection to an arterial or major collector roadway. The applicant's proposed access is off  
13 Craig Ln. which is not a major collector. However, if the subdivision is considered to be an extension of Craig Estates,  
14 that subdivision does have a connection to 2000 W. Craig Estates phase 1 plat was recorded in 1999, Phase 2 was 2002,  
15 and phase 3 was in 2005. The development was developed as an R-2 cluster subdivision that is no longer in ordinance.  
16 Our current cluster subdivision requires a minimum of 10 acres. The entitlement process would include the following: this  
17 general plan amendment, current zoning map amendment, development agreement, concept subdivision plan, preliminary  
18 subdivision plan, and final subdivision plan approvals. Any remaining houses along 2000 w must meet the minimum lot  
19 size for its zone.

20 [7:33:47 PM](#)

21           CED Director Mellor reviewed his staff memo.

22 [7:34:42 PM](#)

23           The applicant, Adam Benard, approached and indicated that he heard the concerns expressed by the Council during their  
24 work session meeting. The concern that stood out the most related to maintenance of frontage on 2000 West to preserve  
25 commercial opportunities in the future. He stated that the property is currently occupied by rental residential properties, but he  
26 feels it would be of greater benefit to the City to preserve that property for future commercial use rather than include it in the PRD.

1 He stated, however, that he is willing to work with the City to develop the property in a way that complies with City ordinances  
2 and will provide the greatest benefit to the City.

3 [7:36:27 PM](#)

4 Councilmember Maughan asked Mr. Benard why he has not simply increased the size of the property to five acres in  
5 order to be compliant with City Codes regarding the minimum property size upon which a PRD can be developed. Mr. Benard  
6 stated he feels that allowing the .3 acres of frontage on 2000 West to remain outside of the PRD in order to provide for potential  
7 future commercial growth will be of greater benefit to the City. He stated the City's General Plan calls for that property to be  
8 zoned professional office (PO). He stated that increasing the subject parcel size to five acres would require elimination of one of  
9 the frontage lots, which would break up on the continuity of professional office zoning. Mayor Palmer suggested that replacing  
10 one of the frontage properties with an access road for the development makes sense to him. Mr. Benard stated that is an option,  
11 but it would eliminate privacy for the community and break up the professional office zoned properties. Councilmember Lisonbee  
12 stated she does not want to vary from the ordinance to approve a PRD on property that is less than five acres in size, but she can  
13 see the value in allowing for connectivity of the proposed development to other developments in the area to allow adequate  
14 ingress and egress. She stated that if lot three on the exterior of the development were to be removed she would prefer that it be  
15 replaced by a road.

16 [7:39:28 PM](#)

17 Councilmember Bolduc asked if PO lots are required to be a certain size; she suggested that the depth of the lots be  
18 decreased to the minimum size required for PO zoning in order to increase the size of the PRD subject property.

19 [7:40:06 PM](#)

20 Councilmember Maughan stated he does not want to approve a project that allows for rear yards to back up to main  
21 streets with sidewalks because the property owners are ultimately responsible for clearing the sidewalks during snow storms, but  
22 that can be very difficult for an owner of a rear facing lot. Councilmembers Bolduc and Lisonbee agreed. Councilmember  
23 Maughan sated he would prefer that a road be installed in place of the property fronting 2000 West.

24 [7:41:24 PM](#)

1 Councilmember Gailey asked if there is an opportunity to purchase property from Craig Estates to increase the size of  
2 the subject property. Mr. Mellor answered no and indicated that reducing the size of Craig Estates would make that development  
3 noncompliant with City Code.

4 [7:42:16 PM](#)

5 COUNCILMEMBER MAUGHAN MADE A MOTION TO TABLE ADOPTION OF RESOLUTION R16-20  
6 AMENDING THE SYRACUSE CITY GENERAL PLAN AND LAND USE MAP RELATED TO 4.7 ACRES LOCATED  
7 AT 1972 S. 2000 W. TO GIVE THE APPLICANT TIME TO AMEND THEIR PLAN ACCORDING TO THE FEEDBACK  
8 PROVIDED BY THE COUNCIL COUNCILMEMBER LISONBEE SECONDED THE MOTION; ALL VOTED IN  
9 FAVOR.

10

11 [7:42:53 PM](#)

12 13. Proposed Resolution R16-21 amending the Syracuse City General  
13 Plan and land use map related to 36 acres located at 715 S. 4000 W.

14 A staff memo from the Community and Economic Development (CED) Department provided the following  
15 information about the application:

|    |                      |                        |
|----|----------------------|------------------------|
| 16 | Location:            | 715 S. 4000 W.         |
| 17 | Current Zoning:      | None – Not yet annexed |
| 18 | General Plan:        | R-1                    |
| 19 | Requested GP:        | R-2                    |
| 20 | Total Area:          | 36 Acres               |
| 21 | R-1 Density Allowed: | 82 lots                |
| 22 | R-2 Density Allowed: | 107 lots               |

23 Following is the excerpt from the minutes from the March 15 Planning Commission meeting:

24 COMMISSIONER THORSON MADE A MOTION THAT THEY RECOMMEND DISAPPROVAL TO  
25 THE CITY COUNCIL ON AN R-2 GENERAL PLAN MAP CHANGE BASED ON THE  
26 CONFORMANCE TO THE GENERAL PLAN AND RETIANING THE GENREAL PLAN INTACT AS

1 R-1 AND THE IMPACT TO THE INFRASTRUCTURE. MOTION WAS SECONDED BY  
2 COMMISSIONER JENSEN. ALL WERE IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

3 This property is not yet annexed into the city but is in our annexation declaration. The land is currently under county  
4 jurisdiction but since it is in our declaration, we have given it a zone on our General Plan Map. Once annexed, the property's  
5 general plan zone would be applied as its current zoning. The decision at hand is whether or not the city would be willing to  
6 accept additional residential density at this location. The R-1 zone allows 2.3 lots per gross acre and the R-2 allows 3 lots per  
7 gross acre. This is an added approximately 25 houses above what would occur as an R-1. As with all general plan or zoning  
8 map amendment requests, it is within this body's purview to give a positive or negative recommendation after an analysis of  
9 potential impacts of the proposed amendment on existing infrastructure and public services such as traffic, streets,  
10 intersections, water and sewer, storm drains, electrical power, fire protection, garbage collection is considered. The city  
11 council will make the final vote on this legislative decision.

12 [7:43:12 PM](#)

13 CED Director Mellor reviewed his staff memo. He noted that he spoke with the applicant following the work session  
14 meeting and they would like to meet with two Councilmembers early next week to discuss options for addressing the concerns  
15 expressed during the work session. They are comfortable with the Council tabling this item.

16 [7:43:45 PM](#)

17 COUNCILMEMBER LISONBEE MADE A MOTION TO TABLE ADOPTION OF RESOLUTION R16-21  
18 AMENDING THE SYRACUSE CITY GENERAL PLAN AND LAND USE MAP RELATED TO 36 ACRES LOCATED  
19 AT 715 S. 4000 W. UNTIL APRIL 26, 2016. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL  
20 VOTED IN FAVOR.

21  
22 [7:45:23 PM](#)

23 14. Proposed Resolution R16-22 appointing Carlos Nunez to the  
24 Architectural Review Committee.

25 An administrative staff memo explained the mayor has interviewed Carlos Nunez and would like to appoint Carlos  
26 Nunez as a member of the Architectural Review Committee. Please find the following applicable ordinance:

27 10.28.020 Architectural Review Committee (ARC).

1           The ARC is established to review all applicable development plans for compliance with the design  
2           standards in this chapter. This committee functions as a subcommittee of the Planning Commission and  
3           consists of seven members appointed by the Mayor with the advice and consent of the City Council in  
4           accordance with the Syracuse Municipal Code. Members consist of community residents, Planning  
5           Commissioners (maximum two), and City staff. The Planning Commission Chair may recommend  
6           candidates for the Mayor's consideration.

7           [7:45:27 PM](#)

8           CED Director Mellor reviewed his staff memo.

9           [7:45:53 PM](#)

10           COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT RESOLUTION R16-22 APPOINTING  
11           CARLOS NUNEZ TO THE ARCHITECTURAL REVIEW COMMITTEE. COUNCILMEMBER GAILEY SECONDED  
12           THE MOTION; ALL VOTED IN FAVOR.

13

14           [7:46:05 PM](#)

15           15. Minor Subdivision Plan Approval, Cowley Subdivision, located at  
16           approximately 1373 S. 2000 W.

17           A staff memo from the Community and Economic Development (CED) Department provided the following  
18           information about the application:

- 19           Zone:           R-1 Residential
- 20           Applicant:       Erik Craythorne
- 21           Requested Lots:  2
- 22           Acreage:          0.648 acres

23           The Planning Commission unanimously approved the minor subdivision and recommended conveyance of the  
24           “sliver” of city owned land to the applicant during their regular meeting on April 5, 2016. The applicant is requesting  
25           approval of a 2 lot minor subdivision plat on property located at approximately 1373 North 2000 West. In its current state,  
26           the property to be subdivided extends into the planned right-of-way of 2000 West by 33 feet. As such, the front 33 feet of the  
27           property will be dedicated as right-of-way. This is constituted of approximately 3,884.1 square feet. There is a narrow strip of

1 property predominantly on the north side of the proposed lot 1. This strip is owned by Syracuse City and is not buildable in  
2 its current state. Section 3.10.080.(D) of the Syracuse Municipal Code states that the Planning Commission scope includes  
3 “The acquisition or acceptance of land for any public property, public way, ground, place, or structure; also the sale or lease  
4 of municipally owned property, and the location of public buildings, parks or other open spaces.” As such, a recommendation  
5 should be made by the Planning Commission before the City Council may grant requisition of the property to the applicant  
6 for inclusion in the subdivision. The applicant has expressed a desire to include the property in the subdivision and the  
7 property owner has been maintaining the property despite the City maintaining ownership. The property is to be subdivided  
8 into two building lots. The entirety of the subdivision falls within the R-1-Residential Zone. The lots feature the following  
9 dimensions:

| Lot | Lot Size.   | Lot Width (100' | Buildable Area | Structures to Remain          |
|-----|-------------|-----------------|----------------|-------------------------------|
| 1   | 12,358 sqft | 105'            | 5,890 sqft     | Home (complies with setbacks) |
| 2   | 12,005 sqft | 102'            | 5,084 sqft     | None                          |

10 As indicated above, both lots meet all the minimum requirements for the R-1 Residential Zone.

11 [7:46:22 PM](#)

12 COUNCILMEMBER LISONBEE MADE A MOTION TO GRANT MINOR SUBDIVISION PLAN APPROVAL  
13 FOR THE COWLEY SUBDIVISION, LOCATED AT APPROXIMATELY 1373 S. 2000 W.

14 [7:46:30 PM](#)

15 COUNCILMEMBER MAUGHAN OFFERED A SUBSTITUTE MOTION TO GRANT MINOR SUBDIVISION  
16 PLAN APPROVAL FOR THE COWLEY SUBDIVISION, LOCATED AT APPROXIMATELY 1373 S. 2000 W., GIVING  
17 CITY ADMINISTRATION THE ABILITY TO NEGOTIATE REGARDING THE QUESTIONABLE PARCEL OF CITY  
18 PROPERTY. COUNCILMEMBER LISONBEE SECONDED THE MOTION; ALL VOTED IN FAVOR.

19  
20 [7:47:10 PM](#)

21 16. Final Plan Approval, Still Water Lake Estates Phase 8 and 9, located  
22 at approximately 1500 W. Gentile Street.

1 A staff memo from the Community and Economic Development (CED) Department provided the following  
2 information about the application:

|   |                                 |                 |
|---|---------------------------------|-----------------|
| 3 | Current Zoning:                 | R-1 Cluster     |
| 4 | Phase 8 Acres:                  | 5.25            |
| 5 | Phase 8 Lots:                   | 19              |
| 6 | Phase 9 Acres:                  | 7.01            |
| 7 | Phase 9 Lots:                   | 29              |
| 8 | Preliminary Plan Approval Date: | March 6th, 2014 |
| 9 | Development Agreement Date:     | July 3rd, 2014  |

10 The Planning Commission unanimously voted in favor of granting final plat approval of this project in their April 5,  
11 2016 meeting. Following is the motion that was made during the meeting:

12 COMMISSIONER DAY MADE A MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL  
13 CONDITION UPON PROPER SIGNAGE ON THE ROAD TERMINATION AND ON THE FIRE  
14 HAMMERHEAD WITH EXCLUSIVE USE BY THE FIRE DEPARTMENT WITH BARRIERS AND  
15 ALSO WITH THE CLARIFICATION THAT THEY WILL BE ABLE TO BUILD ON LOTS 914 & 913.  
16 SECONDED BY COMMISSIONER THORSON. ALL WERE IN FAVOR, MOTION CARRIED  
17 UNANIMOUSLY

18 The memo concluded the applicant has requested approval of the last two phases of the "Cottages" portion of the  
19 Stillwater Lake Estates. Fire, Engineering, and Planning departments have reviewed the attached plans for compliance with  
20 ordinances and the applicant has addressed all staff comments. The development agreement requires that a bond for 50% of  
21 the cost of crossing the canal must be provided before the plat can be recorded. Please find attached additional documents  
22 about this application.

23 [7:47:20 PM](#)

24 CED Director Mellor reviewed his staff memo.

25 [7:48:08 PM](#)

1 COUNCILMEMBER GAILEY MADE A MOTION TO GRANT FINAL PLAN APPROVAL FOR THE STILL  
2 WATER LAKE ESTATES PHASES 8 AND 9, LOCATED AT APPROXIMATELY 1500 W. GENTILE STREET.  
3 COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

4  
5 [7:49:31 PM](#)

6 17. Public comments

7 Ralph Vaughan addressed item 12 and stated that if the application is to be modified it should be referred back to  
8 the Planning Commission for public hearing and a new recommendation. He noted that the property owner would gain  
9 approval of a R3 development if he chose to proceed in that manner at this point in time. Councilmember Gailey stated that  
10 the Council discussed process during the work session and indicated that another public hearing would be necessary before  
11 the Planning Commission. Councilmember Maughan added that the Council is not trying to make the process for applicant's  
12 difficult and if a simple fix is an option, he would prefer to move in that direction rather than require applicants to go through  
13 another series of meetings. City Manager Bovero indicated there is no requirement for the application to be referred back to  
14 the Planning Commission, but the Council can give that direction if they choose. Mr. Mellor added that the application was  
15 for a General Plan change; there are several additional steps in the process that the Planning Commission will need to  
16 consider.

17 A resident, no name given, noted the Lions Club has chosen Saturday, April 23 at 10:00 a.m. as the date for their  
18 clean-up project at the City Cemetery. He invited all Councilmembers to participate in that event. The Council briefly  
19 discussed scheduling conflicts on that date, after which Councilmember Lisonbee indicated she would like to participate in  
20 the project if it were to be rescheduled or another date added.

21 Kevin Homer stated a friend of his mentioned a trend among law enforcement officials in other cities; Clearfield and  
22 Layton seem to be losing a significant number of their police force to Salt Lake City where officers are paid \$10,000 to  
23 \$15,000 more each year. He stated he is hopeful the Council will be proactive in considering adjusting wages for public  
24 safety employees. It is much easier and less expensive to retain current employees than it is to recruit new employees for  
25 vacant positions.

1 Councilmember Bolduc stated that she spoke with Jay Meyer who attended the last Council meeting to request  
2 approval to install a wall ball structure in a City park; he has asked that the Council revisit that issue soon and she would like  
3 to include an item on the next agenda to have discussion regarding that issue.

4 Mike Eisenberg extended the services of the Lions Club wherever needed in Syracuse. He added the Lady Lions  
5 Club is not affiliated with the international Lions Club and, for that reason, the Syracuse Lions Club is inclusive of all men  
6 and women serving the organization. He stated the club is the best kept secret in Syracuse.

7  
8 The Council reverted to item 8 on the agenda.

9  
10 [7:59:40 PM](#)

11 8. Cell tower contract renewals:

12 a. Authorize Administration to execute second amendment to lease  
13 agreement with NCWPCS MPL 33-Year Sites Tower Holdings, LLC.

14 b. Authorize Administration to execute First Amendment to Land Lease  
15 Agreement with American Tower.

16 A staff memo from the Finance Director explained the City originally entered into an agreement with Cingular  
17 wireless on June 20, 2005 for the construction of a cell tower located at Founders Park – approximately 1500 South and 1800  
18 West. In return, the city receives a monthly cell tower lease payment of \$1,983.75 per month. The Lease was taken over by  
19 Crown Castle which is a cell tower site management company. They have requested an amendment to the contract for an  
20 extension on the term of the agreement for a 20 year extension. In return they have agreed to the following revised terms:

- 21 ○ Rent will increase to \$2,281.31 in October 2020.
- 22 ○ Rent will increase 3% each year after October 2020.
- 23 ○ \$500 per month revenue share for any additional broadband tenants and \$200 per month for non-  
24 broadband tenants added to site.
- 25 ○ Capability to add surveillance cameras to tower at founders park for security.

1           The memo concluded staff recommends the Council authorize Administration to execute Second Amendment to  
2 Land Lease Agreement with Crown Castle for cell tower located at Founders Park – approximately 1500 South and 1800  
3 West.

4           An additional staff memo from the Finance Director explained the City originally entered into an agreement with  
5 Verizon wireless on June 25, 2002 for the construction of a cell tower located at 3151 South 2400 West. In return, the city  
6 receives a monthly cell tower lease payment of \$1,983.75 per month. The Lease was taken over by American Tower which  
7 is a cell tower site management company. They have requested an amendment to the contract for an extension on the term of  
8 the agreement for a 30 year extension. In return they have agreed to the following revised terms:

- 9           ○ \$35,000 signing bonus.
- 10           ○ Rent will increase to \$2,281.31 in November 2017.
- 11           ○ Rent will increase 3% each year after November 2017.
- 12           ○ 15% revenue share for any additional tenants added to site.

13           The memo concluded staff recommends the Council authorize Administration to execute First Amendment to Land  
14 Lease Agreement with American Tower for the cell tower located at 3151 South 2400 West.

15 [7:59:20 PM](#)

16           Mr. Marshall reviewed the memo and addressed the concerns expressed by the Council during the work session;  
17 first dealt with the fact that the renewal dates differ in the two agreements. That is because the first agreement was initially  
18 executed in 2002 and the second in 2005; each contract has five year renewal blocks and that is why the new renewal dates  
19 are staggered by three years. He stated that the original American Tower lease called for a 15 percent rate increase every five  
20 years, but staff has renegotiated that term to provide for a three percent increase every year to build the rates quicker, but the  
21 Crown Castle agreement is not set to increase until 2020.

22 [8:00:57 PM](#)

23           Councilmember Bolduc inquired as to when cameras will be installed at Founders Park, to which Mr. Marshall  
24 answered the contract indicates cameras will be installed within five years, but it will likely not take that long.

25 [8:01:03 PM](#)

26           COUNCILMEMBER MAUGHAN MADE A MOTION TO AUTHORIZE ADMINISTRATION TO EXECUTE  
27 SECOND AMENDMENT TO LEASE AGREEMENT WITH NCWPCSMPL33-YEAR SITES TOWER HOLDINGS,

1 LLC., WITH THE ADDITION OF A CLAUSE DICTATING CAMERAS WILL BE INSTALLED WITHIN FIVE YEAS  
2 OF EXECUTION OF THE AGREEMENT. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED  
3 IN FAVOR.

4 COUNCILMEMBER MAUGHAN MADE A MOTION TO AUTHORIZE ADMINISTRATION TO EXECUTE  
5 FIRST AMENDMENT TO LAND LEASE AGREEMENT WITH AMERICAN TOWER, WITH THE ADDITION OF A  
6 CLAUSE DICTATING CAMERAS WILL BE INSTALLED WITHIN FIVE YEAS OF EXECUTION OF THE  
7 AGREEMENT. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

8  
9

10 [8:02:54 PM](#)

11 18. Councilmember reports.

12 At each meeting the Councilmembers provide reports regarding the meetings and events they have participated in  
13 since the last City Council meeting. Councilmember Bolduc's report began at [8:03:04 PM](#). She was followed by  
14 Councilmembers Anderson, Gailey, Maughan, and Lisonbee.

15

16 [8:27:13 PM](#)

17 19. Mayor's Report.

18 Mayor Palmer's report began at [8:27:18 PM](#) .

19

20 [8:27:49 PM](#)

21 20. City Manager report

22 City Manager Bovero's report began at [8:27:53 PM](#) .

23

24 [8:31:12 PM](#)

25 21. Consideration of adjourning into Closed Executive Session pursuant  
26 to the provisions of Section 52-4-205 of the Open and Public Meetings

1 Law for the purpose of discussing the character, professional  
2 competence, or physical or mental health of an individual; pending or  
3 reasonably imminent litigation; or the purchase, exchange, or lease of  
4 real property

5

6 COUNCILMEMBER GAILEY MADE A MOTION TO CONVENE IN A CLOSED EXECUTIVE SESSION  
7 PURSUANT TO THE PROVISIONS OF SECTION 52-4-205 OF THE OPEN AND PUBLIC MEETINGS LAW FOR THE  
8 PURPOSE OF DISCUSSING THE PURCHASE, EXCHANGE, OR LEASE OR REAL PROPERTY AND PENDING OR  
9 REASONABLY IMMINENT LITIGATION. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL  
10 VOTED IN FAVOR.

11 The closed session began at [8:31:27 PM](#) p.m.

12 The meeting reconvened at 9:05 p.m.

13

14

15 At 9:05 p.m. COUNCILMEMBER LISONBEE MADE A MOTION TO ADJOURN. COUNCILMEMBER  
16 ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

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Terry Palmer  
Mayor

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

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Date approved: \_\_\_\_\_

Minutes of the Syracuse City Council Special Meeting, April 15, 2016

Minutes of the Special Meeting of the Syracuse City Council held on April 15, 2016, at 2:00 p.m., in the Council Conference Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson  
Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee (arrived at 2:06 p.m.)  
Dave Maughan (arrived at 2:06 p.m.)

City Manager Bovero  
City Recorder Cassie Z. Brown

Excused: Mayor Terry Palmer

Staff Present: Finance Director Steve Marshall  
City Attorney Paul Roberts  
Community and Economic Development Director Brigham Mellor  
Information Technologies Director TJ Peace

1:05:02 PM

1. Meeting Called to Order/Adopt Agenda

Mayor-Pro Tem Gailey called the meeting to order at 1:05:04 PM p.m. as a special meeting, with notice of time, place, and agenda provided 24 hours in advance to the newspaper and each Councilmember.

1:05:08 PM

COUNCILMEMBER ANDERSON MADE A MOTION TO ADOPT THE AGENDA. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmembers Lisonbee and Maughan were not present when this vote was taken.

1:05:26 PM

2. Budget Discussion: Administration, Justice Court, Community & Economic Development, and Information Technology.

A staff memo from City Manager Bovero explained the mission statement for the Administrative arm of the City is “To provide quality, affordable services for its citizens, while promoting community pride, fostering economic development, and preparing for the future.”

Under the mission of the City, staff created a draft budget that outlines the resources to provide the services from these departments effectively. In drafting the budget, we followed the guidelines discussed in the November Council Retreat and the following vision statements adopted by Council:

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**10-Year City-Wide Vision Statements**

- *We are a City with well-maintained infrastructure, including roads, utilities, and parks.*
- *In preparation for the West Davis Corridor, we will make provisions for interchanges to accommodate commercial businesses to serve the residents' needs and to support economic stability of the City.*
- *We are a financially stable City, balancing the cost of services with the level of services that we provide. The City will have minimal or no debt.*
- *The City will incorporate improvements, events, and services that create an overall feeling of connection and pride in the City by its residents.*

**Community and Economic Development**

1. Syracuse City has a clear and targeted plan for the development of key areas of the City.
2. The Community & Economic Development Department employees are knowledgeable and positive.
3. The Community & Economic Development Department communicates well with the business community.

**Administration**

1. Syracuse City Administration employees are knowledgeable, courteous, and customer-oriented.
2. Syracuse City Administration demonstrates transparency in conducting City business.

**Information Technology**

1. Syracuse City uses IT to improve communication with residents.
2. Syracuse City provides IT services in an efficient and organized manner.
3. Syracuse City uses technology to improve staff productivity.
4. Syracuse City's IT services are customer-oriented.

**Justice Court**

1. Syracuse City's justice court meets the needs justice in the City.
2. Syracuse City's justice court is administered fairly and efficiently.

***Priority Color Code***

Included with the Council packet was a color-coded review of the Line-Items requests for the Parks & Recreation Department. The colors correspond with the following categories:

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- 1) **Yellow** = Optimal Service: These items are not necessary to fulfill the City's mission or the Council's vision for the Parks & Recreation Department, but do provide an improved level of service to the City.
- 2) **Green** = Mission & Vision Critical: These items are necessary to fulfill the City's mission and the Council's vision for the Parks & Recreation Department.
- 3) **Blue** = Short-term Survival: These items are critical to provide basic services. Without them, the Parks & Recreation Department will be able to operate in the short-term, but will suffer in the long run if additional resources are not provided to support the operations.

*Overarching Discussion Points*

- **5-10 Year Plan:** Over the next year, the Administration would like to work with the City Council to adopt a 5-10 year level of service and staffing plan for Administration, CED, and IT. The plan would serve as an advisory document that outlines the level of service deemed acceptable to the Council. It also would evaluate the proper staffing levels in order to maintain the acceptable level of service. Finally, the plan would outline measures and triggers that indicate when staffing levels need to be increased or reduced based on service demands.
  - **Additional Cost:** \$0 In-House staff time and minor ancillary costs
- **Bond Refinance Savings:** Due to refinance of MBA Bonds to a lower interest rate, the City will see \$66,000 savings in FY2017.
- **Capital Equipment Expense Options:** Based on the budget requests from all other departments, we have listed the capital equipment expenses in the Capital Improvement Fund Budget. Based on FY2017 revenue alone, the City does not have the funds to cover the entire request; but using the fund balance in the General Fund (approximately \$500k), all of the requests can be purchased. The requests totaled \$1,364,051 and include Fire Department Equipment, Police Vehicles, a Public Works Vehicle, and a storage facility for Parks & Recreation. For details, see Capital Improvement Fund, Account 80 included in the packet.
- **Completion of CED Reorganization:** The plan for the Community & Economic Development Department is geared toward maximizing the Director's ability to focus on economic development in the City. This is a critical function as the City continues through an era of unprecedented growth. Two mid-level supervisory

1 positions are being created, with one already established (Development Services Manager). During FY2017, it  
2 is anticipated that the Chief Building Official will be given supervisory duties over the building inspector, code  
3 enforcement officer, and building permit technician. This will allow the Director to focus on economic  
4 development duties, and still direct the day-to-day functions of the department through the two supervisory  
5 positions.

6 ○ **Estimated Additional Cost:**

7 *Promotion of Chief Building Official:* \$4,906

- 8 • **Conversion of IT Intern to PT Employee:** The overall approach with the City's IT Department was to, first,  
9 increase the capacity of the Director to perform IT functions by off-loading the building maintenance  
10 responsibilities from the department. And second, to improve the IT Department's ability to provide better  
11 helpdesk service to employees and provide new technological advancements, while still maintaining the long  
12 term planning and day-to-day maintenance of the back-end system. We have looked into several scenarios on  
13 how to do this. At this time, we feel the best and most cost-effective method is to convert the existing intern  
14 position into a part-time position. The intern arrangement has shown that the IT help desk service is greatly  
15 improved, however the turnover in interns is problematic with re-training. The IT Intern market is such that  
16 interns are being paid approximately \$13/hour, which is about \$4/hour more than what the City offers. A mid-  
17 level part time IT tech can be hired for approximately \$20/hour, and is expected to provide more longevity, and  
18 therefore, better service.

19 ○ **Additional Cost:** \$0 In-House staff time and minor ancillary costs

20 *Conversion of Intern to PT Employee:* \$20,500

- 21 • **Transfer of Communications Budget from Building Maintenance to IT:** The budget for communications  
22 (internet, phones, cell phones) has historically been under building maintenance. We felt it was more  
23 appropriate to move it over to the IT Department. The proposed FY2017 budget will show this change.
- 24 • **EOC Reserve Phones:** As part of the City's emergency preparedness efforts, the proposed budget provides for  
25 10 Shortel Phones to be purchased. Ten phones will be held permanently in reserve for the Emergency  
26 Operations Center for the purposes of mobilizing an on-demand hotline center during an emergency. During

1 last year's water contamination, this service was invaluable to the response effort and our outreach to citizens.  
2 While that incident only required three phones, a larger incident would require more.

3 ○ **Estimated Additional Cost:**

4 *10 Shortel Telephones for EOC* *\$3,000*

- 5 • **Firewall Replacement:** The City's firewall is several year old. New technologies have produced firewalls  
6 with far superior capabilities that can provide better protection of the City's data, and are easier to manage and  
7 maintain.

8 ○ **Estimated Additional Cost:**

9 *Firewall Replacement* *\$12,400*

- 10 • **Accounting Intern:** As the City grows in size and complexity, the accounting workload on the Finance  
11 Director has also grown. As an experiment, we decided to give up the administration intern for two semesters,  
12 and hire an accounting intern during the budget season. This proved to be very beneficial in maintaining the  
13 integrity of the day-to-day finances of the City, while also working through the annual budget process. The  
14 accounting intern would be given lower-level tasks, so the Director can focus on high-level issues for the City.

15 ○ **Estimated Additional Cost:**

16 *New Accounting Intern* *\$11,455*

- 17 • **Utility Rate and Internal Service Allocation Policy:** Based on feedback from the Council in January, we  
18 have examined the City's method and calculations for the internal service allocation for services provided to  
19 utility operations (water, sewer, storm, etc.). Based on our evaluation of time spent on administrative services  
20 for the benefit of utility operations, some changes are proposed in the internal service allocation. These will be  
21 discussed in the meeting and at the April 26 work session. Also, as discussed in January, a policy on how utility  
22 rates are set, and how the City will determine internal cost pricing, will be presented for the Council's  
23 consideration. Below is a summary of changes in the budget related to the internal service allocation:

- 24 ○ **Increased streets budget for Robert's time and additional seasonal employee. This is a reduction**  
25 **to the utility funds. \$ 58,000**

- 26 ○ **Increased parks & rec budget for Kathryn's time as the cemetery sexton. This is a reduction to**  
27 **the utility funds. \$ 20,612**

|   |                                               |                  |
|---|-----------------------------------------------|------------------|
| 1 | ○ <b>IT allocation change from 40% to 66%</b> | <u>\$ 60,000</u> |
| 2 | <b>Total:</b>                                 | <b>\$138,612</b> |

3 The memo concluded that included in the packet are line-item operational budget proposals along with the capital  
4 projects budgets for Council consideration.

5 [1:06:27 PM](#)

6 City Manager Bovero reviewed the staff memo and he and Finance Director Marshall proceeded with a review of  
7 the line-item budget requests for the various budgets managed within by City Administration, Mayor, and City Council.  
8 There was brief general discussion among the Council and staff throughout Mr. Bovero's presentation, the purpose of which  
9 was to help the Council gain a clearer understanding of the operations of the Department. Throughout the discussion there  
10 was a focus on items such as technology upgrades or adjustments, membership fees for associations such as the Utah League  
11 of Cities and Towns (ULCT) and Economic Development Corporation of Utah (EDCU) (during this discussion the Council  
12 concluded to terminate the City's membership with the ULCT for at least one year), donations or support of various  
13 committees or entities in the City, insurance costs, the potential to implement a cell-phone stipend program for City  
14 employees, the City's purchasing policy, staffing plans and operations for the Community and Economic Development  
15 (CED) Department, centralization of uniform ordering City-wide, special events (such as the Farmer's Market), Information  
16 Technologies (IT) operations, employee wage increases, programming in the Redevelopment Agency (RDA) and Municipal  
17 Building Authority (MBA) budgets, and capital improvement project (CIP) requests.

18 [3:55:00 PM](#)

19 Mr. Marshall reviewed a summary document relating to the City's internal allocation policy to identify charges to  
20 the utility funds for employee time spent on utility operations; the total amount charged to the utility funds covers 35 percent  
21 of employee time dedicated to utilities, which is a reasonable percentage. He stated that the Council can choose to change the  
22 allocation practices, but he asked them to recognize the impact that will have on the overall budget. The Council engaged in a  
23 high level discussion regarding the manner in which the Council can best communicate with residents regarding the internal  
24 allocation policy, after which Councilmember Lisonbee indicated that she would like for utilities to be self-sufficient, but  
25 when there is a gap in funding for depreciation, the general fund will be used to fill that gap. Mayor Pro-Tem Gailey  
26 indicated he would like all Councilmembers to think about that concept before engaging in a discussion about it. Mr. Bovero

1 indicated staff will be prepared for additional discussion regarding Councilmember Lisonbee’s recommendation and the  
2 entire policy during the April 26 work session meeting.

3 In conclusion, Mr. Marshall indicated he will make the suggested changes to the City Administration budget before  
4 proceeding with including it in the tentative budget to be presented to the Council on May 10.

5

6 [4:31:38 PM](#)

7 COUNCILMEMBER ANDERSON MOVED TO ADJOURN THE MEETING. COUNCILMEMBER LISONBEE  
8 SECONDED THE MOTION; ALL VOTED IN FAVOR.

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Terry Palmer  
Mayor

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Cassie Z. Brown, CMC  
City Recorder

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Date approved: \_\_\_\_\_



# COUNCIL AGENDA

## May 10, 2016

### Agenda Item #6

Discussion and action regarding location for wall ball structure

#### *Factual Summation*

- Any questions regarding this agenda item may be directed to Kresta Robinson, Parks and Recreation Director.

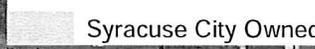
The council was given a proposal on April 26, 2016 for the recommended locations of the Wall Ball proposed by Jay Meyer, Syracuse Lacrosse Representative. Proposed Park locations included: Rock Creek Park, Fremont Park, Linda Vista Park and Stoker Park. Pros and cons were given for each location, and after careful consideration the council narrowed the locations to Rock Creek Park and Fremont Park.

- Please review the following attachments:
  - a) Park Maps with suggested Wall Ball Locations
    1. Rock Creek Park
    2. Fremont Park
  - b) Site pictures
- Jay Meyer's preference for the Wall Ball would be Rock Creek Park.
- Staff is seeking approval and location for the Wall Ball.





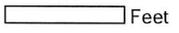
**Legend**

 Syracuse City Owned

**Rock Creek Park**

700 South 3850 West

200

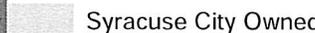
 Feet

1 inch = 200 feet



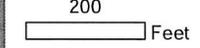
127

### Legend

 Syracuse City Owned

### Fremont Park

1950 South 3000 West

 200 Feet

1 inch = 200 feet





Rock Creek Park



Fremont Park



# CITY COUNCIL AGENDA

May 10th, 2016

Agenda Item #7a      Criddle Farms Preliminary Subdivision Plat - 4000 W. 1200 S.

### ***Factual Summation***

Please review the following information. Any questions regarding this agenda item may be directed at Noah Steele, Development Services Manager.

|                                        |                            |
|----------------------------------------|----------------------------|
| Current Zoning:                        | PRD                        |
| Annexation/Concept Plan Date:          | 12/10/13                   |
| Total Area:                            | 20.061 Acres               |
| Development Agreement Density Allowed: | 6.7 units/acre (134 units) |
| Concept Plan # of Lots:                | 99 lots                    |
| Preliminary Plan # Lots:               | 101 lots                   |

### ***PC Action***

4/05/16 - 8:26 PM

COMMISSIONER JENSEN MADE A MOTION TO TABLE THE PRELIMINARY SUBDIVISION PLAN FOR CRIDDLE FARMS SOUTH TO ADDRESS THE STATED CONCERNS. (Open Space, Trail location)

4/19/16 -7:44 PM

COMMISSIONER JENSEN MADE A MOTION TO DENY THE PRELIMINARY SITE PLAN APPROVAL FOR CRIDDLE FARMS SOUTH AND RECOMMEND DENIAL TO THE CITY COUNCIL BASED ON THE FACT THAT SPECIFICALLY IT DOES NOT ADEQUATELY MEET THE REQUIREMENTS IN 10.75.040 ADDITIONAL LOT STANDARDS RELATING TO TREES AND LANDSCAPING TO BREAK UP THE LOOK OF THE DEVELOPMENT WITH THE FINDING ADDITIONALLY THAT THE OPEN SPACE AND COMMON SPACE IS NOT OF HIGH ENOUGH QUALITY FOR THE DEVELOPMENT. COMMISSIONER THORSON SECONDED THE MOTION.

7:48 PM

VOTE ON MOTION: ALL WERE IN FAVOR EXCEPT CHAIRMAN VAUGHN WHO VOTED NAY. MOTION CARRIED WITH A 4 TO 1 MAJORITY VOTE. COMMISSIONER VAUGHAN STATED HE VOTED NAY FOR REASONS BEING BELIEVES THEY HAVE MET ALL THE CONDITIONS. COMMISSIONER JENSEN STATED IT IS ULTIMATELY UP TO CITY COUNCIL IN ANY CASE.

### ***Summary***

This property was annexed into the city with a development agreement. The agreement determines the max density, housing type (single family), open space, trail, and concept plan. Nevertheless, the project is required to go through the preliminary and final subdivision process during which modifications to the plan can be made as required by ordinance. Please review the attached documents for additional detail.

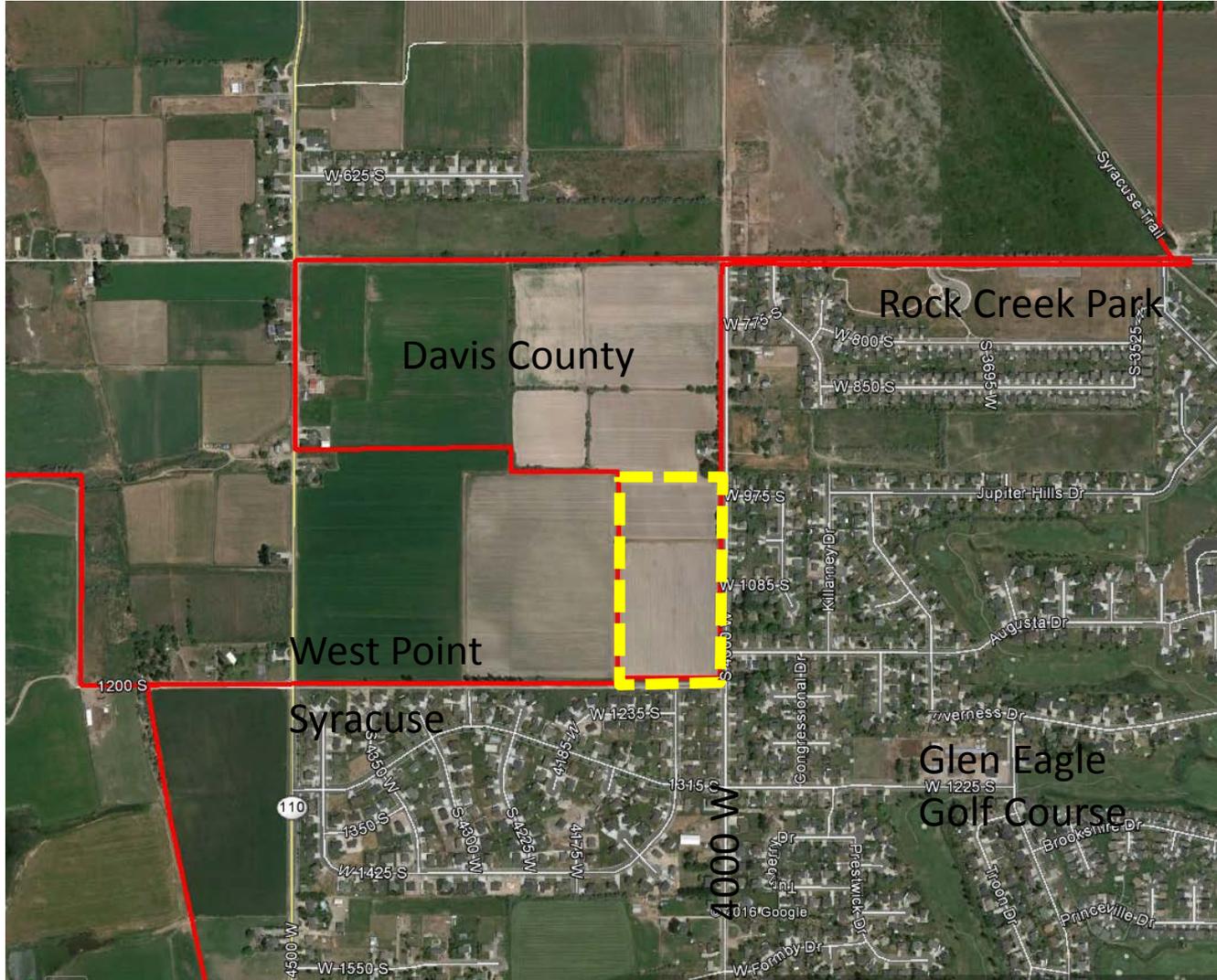
### ***Attachments:***

- Aerial Map
- Development Agreement
- Preliminary Plan
- Staff Reviews
- PRD zoning ordinance



# Preliminary Subdivision Plan – Criddle Farms

Location: 1200 S. 4000 W.



AGREEMENT FOR THE ANNEXATION AND DEVELOPMENT OF LAND BETWEEN  
SYRACUSE CITY AND WILLIAM CRIDDLE FARMS, LLC  
(Approximately 1200 South 4000 West)

THIS AGREEMENT for the development of land (hereinafter referred to as this “Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2013, between SYRACUSE CITY, a municipal corporation of the State of Utah (hereinafter referred to as “City”), and WILLIAM CRIDDLE FARMS, LLC (hereinafter referred to as “Owner”). City and Owner collectively referred to as the “Parties” and separately as “Party”.

**RECITALS**

WHEREAS, in furtherance of the objectives of the Syracuse City General Plan, City has considered an application for an annexation of property into the City and zone change therefore from the present zoning to PRD (Planned Residential Development), of said property, located at approximately 1200 South 4000 West on the west side of 4000 West in Syracuse City (hereinafter the “Subject Area”); and

WHEREAS, the total area proposed for annexation and rezone is contained in the Subject Area which consists of approximately 20.61 acres and is described in Exhibit “A” which is attached hereto and incorporated by this reference; and

WHEREAS, Owner is the Owner of the Subject Area and has presented a proposal for development of the Subject Area to the City, which provides for development in a manner consistent with the overall objectives of Syracuse City’s General Plan; and

WHEREAS, Parties desire to enter into this Agreement to provide for the annexation, and for the rezoning of the Subject Area, in a manner consistent with the overall objectives of the City’s General Plan and the intent reflected in that Plan; and

WHEREAS, City is willing to annex, and to grant PRD zoning approval for the Subject Area, subject to Owner agreeing to certain limitations and undertakings described herein, which Agreement will provide protection for the Subject Area and the surrounding properties and will enable the City Council to consider the approval of such development at this time; and

WHEREAS, City believes that entering into this Agreement with Owner is in the vital and best interest of the City and the health, safety, and welfare of its residents.

NOW, THEREFORE, each of the Parties hereto, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree as follows:

**ARTICLE I  
DEFINITIONS**

The following terms have the meaning and content set forth in this Article I, wherever used in this Agreement:

1.1 “City” shall mean Syracuse City, a body corporate and politic of the State of Utah. The principal office of City is located at 1979 West 1900 South, Syracuse, Utah 84075.

1.2 “Owner” shall mean WILLIAM CRIDDLE FARMS, LLC. The principal mailing addresses for Owner is listed in paragraph 7.2.

1.3 “Subject Area” shall have the meaning set forth in the Recitals accompanying hereto.

## ARTICLE II CONDITIONS PRECEDENT

2.1 This Agreement shall not take effect until City has approved this Agreement pursuant to a resolution of the Syracuse City Council.

2.2 Owner agrees to restrict the uses permitted under a PRD zoning designation and as set forth in this Agreement.

## ARTICLE III CITY’S UNDERTAKINGS

3.1 Subject to the satisfaction of the conditions set forth in Section 2.2 and Article II, City shall approve the annexation of the Subject Area, and the rezone of the Subject Area from its present zoning to PRD, with an effective date of no sooner than the effective date and adoption of this Agreement by the City Council. Any annexation or zoning amendment shall occur upon a finding by the City Council that it is in the best interest of the health, safety and welfare of the citizens of Syracuse City to make such a change at this time.

3.2 The proposed zoning change is as reflected on Exhibit “A.”

## ARTICLE IV OWNER’S UNDERTAKINGS

4.1 Conditioned upon City’s performance of its undertakings set forth in Article III with regard to the annexation and to the zoning change of the Subject Property, and provided Owner has not terminated this Agreement pursuant to Section 7.8, Owner agrees to the following:

- 1) Zoning- Development of the property designated for PRD zoning, once zoned PRD, shall comply with all applicable City rules, regulations and codes and the provisions of this Agreement.
- 2) Density- The Subject Area shall be limited to no greater than 6.7 units per acre.
- 3) Single Family Units- All units within the subject area shall be single family detached homes.
- 4) Open Space- Development of the proposed property shall contain no less than fifty percent (50%) open space. No less than twenty percent (20%) of said open space shall be improved with amenities. The type of amenities will be addressed during the development process and may be included in a development agreement.
- 5) Trail System- A trail system shall be included in the development and shall connect to any existing or future trails on properties abutting the Subject Area. Specifically the subject area shall have two trail connections on the south portion of the Subject Area on 1200 South and a future connection to the Emigrant Trail to the north of the Subject Area.
- 6) Conceptual Plan- The development of the Subject Area shall be substantially similar to the Conceptual Rendering that is attached hereto as Exhibit “B” and incorporated by this reference. During the development process amendments to the conceptual rendering may be necessary to accommodate matters such as changes to infrastructure design and layout for engineering purposes or slight adjustments to open space to enhance usability and connectivity.

- 7) Development Agreement- The Parties agree to be bound by the all City rules, regulations, and codes, this Agreement. Additionally, before development may begin the Parties shall enter into a development agreement. The development agreement may address any matters contained in this Agreement as well as matters such as architectural style, use and maintenance of open space and trails, home owners' association, street cross sections, landscaping and any other matters relating to the development of the Subject Area.
- 8) These enumerations are not to be construed as approvals thereof, as any required approval process must be pursued independent hereof.
- 9) Owner agrees to limit development to the uses allowed in the PRD zone and this Agreement on all properties within the Subject Area, and if other uses are desired, Owner agrees to seek amendment of this Agreement before pursuing the development of those uses. The City may but under no circumstances shall the City be required to amend this Agreement.
- 10) Any conflict between the provisions of this Agreement and the City's codified requirements shall be resolved in favor of the more strict requirement unless expressly waived by the City Council.

**ARTICLE V**  
**GENERAL REQUIREMENTS AND RIGHTS OF CITY**

5.1 Issuance of Permits - Owner. Owner, or its assignee, shall have the sole responsibility for obtaining all necessary building permits in connection with Owner's Undertakings and shall make application for such permits directly to the Syracuse City Community Development Department and other appropriate departments and agencies having authority to issue such permits in connection with the performance of Owner's Undertakings. City shall not unreasonably withhold or delay the issuance of its permits.

5.2 Completion Date. The Owner shall, in good faith, reasonably pursue completion of the development. Each phase or completed portion of the project must independently meet the requirements of this Agreement and the City's ordinances and regulations, such that it will stand alone, if no further work takes place on the project.

5.3 Access to the Subject Area. For the purpose of assuring compliance with this Agreement, so long as they comply with all safety rules of Owner and its contractor, representatives of City shall have the right of access to the Subject Area without charges or fees during the period of performance of Owner's Undertakings. City shall indemnify, defend and hold Owner harmless from and against all liability, loss, damage, costs or expenses (including attorneys' fees and court costs) arising from or as a result of the death of a person or any accident, injury, loss or damage caused to any person, property or improvements on the Subject Area arising from the negligence or omissions of City, or its agents or employees, in connection with City's exercise of its rights granted in this paragraph.

**ARTICLE**  
**VI**  
**REMEDIES**

6.1 Remedies for Breach. In the event of any default or breach of this Agreement or any of its terms or conditions, the defaulting Party or any permitted successor to such Party shall, upon written notice from the other, proceed immediately to cure or remedy such default or breach, and in

any event cure or remedy the breach within thirty (30) days after receipt of such notice. In the event that such default or breach cannot reasonably be cured within said thirty (30) day period, the Party receiving such notice shall, within such thirty (30) day period, take reasonable steps to commence the cure or remedy of such default or breach, and shall continue diligently thereafter to cure or remedy such default or breach in a timely manner. In case such action is not taken or diligently pursued, the aggrieved Party may institute such proceedings as may be necessary or desirable in its opinion to:

6.1.1 cure or remedy such default or breach, including, but not limited to, proceedings to compel specific performance by the Party in default or breach of its obligations; and

6.1.2 If the remedy of reversion is pursued, the defaulting Owner agrees not to contest the reversion of the zoning on undeveloped portions of the Subject Area, by the City Council to the previous zoning on the property, and hereby holds the City harmless for such reversion.

6.2 Enforced Delay Beyond Parties' Control. For the purpose of any other provisions of this Agreement, neither City nor Owner, as the case may be, nor any successor in interest, shall be considered in breach or default of its obligations with respect to its construction obligations pursuant to this Agreement, in the event the delay in the performance of such obligations is due to unforeseeable causes beyond its fault or negligence, including, but not restricted to, acts of God or of the public enemy, acts of the government, acts of the other Party, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes or unusually severe weather, or delays of contractors or subcontractors due to such causes or defaults of contractors or subcontractors. Unforeseeable causes shall not include the financial inability of the Parties to perform under the terms of this Agreement.

6.3 Extension. Any Party may extend, in writing, the time for the other Party's performance of any term, covenant or condition of this Agreement or permit the curing of any default or breach upon such terms and conditions as may be mutually agreeable to the Parties; provided, however, that any such extension or permissive curing of any particular default shall not operate to eliminate any other obligations and shall not constitute a waiver with respect to any other term, covenant or condition of this Agreement nor any other default or breach of this Agreement.

6.4 Rights of Owner. In the event of a default by Owner's assignee, Owner may elect, in its discretion, to cure the default of such assignee; provided, Owner's cure period shall be extended by thirty (30) days.

## **ARTICLE VII GENERAL PROVISIONS**

7.1 Successors and Assigns of Owner. This Agreement shall be binding upon Owner and its successors and assigns, and where the term "Owner" is used in this Agreement it shall mean and include the successors and assigns of Owner, except that City shall have no obligation under this Agreement to any successor or assign of Owner not approved by City. Notwithstanding the foregoing, City shall not unreasonably withhold or delay its consent to any assignment or change in Ownership (successor or assign of Owner) of the Subject Area. Upon approval of any assignment by City, or in the event Owner assign all or part of this Agreement to an assignee, Owner shall be relieved from further obligation under that portion of the Agreement for which the assignment was made and approved by City.

7.2 Notices. All notices, demands and requests required or permitted to be given under this Agreement (collectively the “Notices”) must be in writing and must be delivered personally or by nationally recognized overnight courier or sent by United States certified mail, return receipt requested, postage prepaid and addressed to the Parties at their respective addresses set forth below, and the same shall be effective upon receipt if delivered personally or on the next business day if sent by overnight courier, or three (3) business days after deposit in the mail if mailed. The initial addresses of the Parties shall be:

To Owner: WILLIAM CRIDDLE FARMS, LLC  
1455 South 1000 West  
Clearfield, Utah 84015  
Attn: Con Wilcox, Managing Member

To City: SYRACUSE CITY  
CORPORATION 1979 West 1900  
South  
Syracuse, Utah 84075  
Attn: City Manager

Upon at least ten (10) days’ prior written notice to the other Party, either Party shall have the right to change its address to any other address within the United States of America

If any Notice is transmitted by facsimile or similar means, the same shall be deemed served or delivered upon confirmation of transmission thereof, provided a copy of such Notice is deposited in regular mail on the same day of such transmission.

7.3 Third Party Beneficiaries. Any claims of third party benefits under this Agreement are expressly denied, except with respect to permitted assignees and successors of Owner.

7.4 Governing Law. It is mutually understood and agreed that this Agreement shall be governed by the laws of the State of Utah, both as to interpretation and performance. Any action at law, suit in equity, or other judicial proceeding for the enforcement of this Agreement or any provision thereof shall be instituted only in the courts of the State of Utah.

7.5 Integration Clause. This document constitutes the entire agreement between the Parties and may not be amended except in writing, signed by the City and the Owner.

7.6 Exhibits Incorporated. Each Exhibit attached to and referred to in this Agreement is hereby incorporated by reference as though set forth in full where referred to herein.

7.7 Attorneys’ Fees. In the event of any action or suit by a Party against the other Party for reason of any breach of any of the covenants, conditions, agreements or provisions on the part of the other Party arising out of this Agreement, the prevailing Party in such action or suit shall be entitled to have and recover from the other Party all costs and expenses incurred therein, including reasonable attorneys’ fees.

7.8 Termination. Except as otherwise expressly provided herein, the obligation of the Parties shall terminate upon the satisfaction of the following conditions:

7.8.1 With regard to Owner’s Undertakings, performance of Owner of Owner’s Undertakings as set forth herein.

7.8.2 With regard to City's Undertakings, performance by City of City's Undertakings as set forth herein.

Upon an Owner's request (or the request of Owner's assignee), the other Party agrees to enter into a written acknowledgment of the termination of this Agreement, or part thereof, so long as such termination (or partial termination) has occurred.

7.9 Recordation. This Agreement will be recorded in the Davis County Recorder's Office.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives effective as of the day and year first above written.

SYRACUSE CITY CORPORATION,

By: \_\_\_\_\_  
JAMIE NAGLE, Mayor

**ATTEST:**

By: \_\_\_\_\_  
CASSIE BROWN, City Recorder

Signed by

\_\_\_\_\_  
CON LAYNE WILCOX  
Managing Member, William Criddle  
Farms, LLC

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary

Signed by

\_\_\_\_\_  
G. DOUGLAS WILCOX  
Managing Member, William Criddle  
Farms, LLC

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_

## EXHIBIT "A"

Legal Description of Wilcox property located at approximately 4000 West Street and  
1200 South Street

Beginning at the East Quarter Corner of Section 7, Township 4 North, Range 2 West,  
Salt Lake Base and Meridian, and running;

Thence North  $89^{\circ}57'53''$  West 662.87 feet along the quarter section line to the mid-point of  
the south line of the Southeast Quarter of the Northeast Quarter of said Section 7;

Thence North  $0^{\circ}14'27''$  East 1317.95 feet along the north/southline dividing the Southeast  
Quarter of the Northeast Quarter of said Section 7 into aliquot parts to the mid-point of the  
north line of the Southeast Quarter of the Northeast Quarter of said Section 7;

Thence North  $89^{\circ}58'20''$  East 662.83 feet along the north line of the Southeast Quarter of  
the Northeast Quarter of said Section 7 to the section line, being the mid-point of the east  
line of the Northeast Quarter of said Section 7;

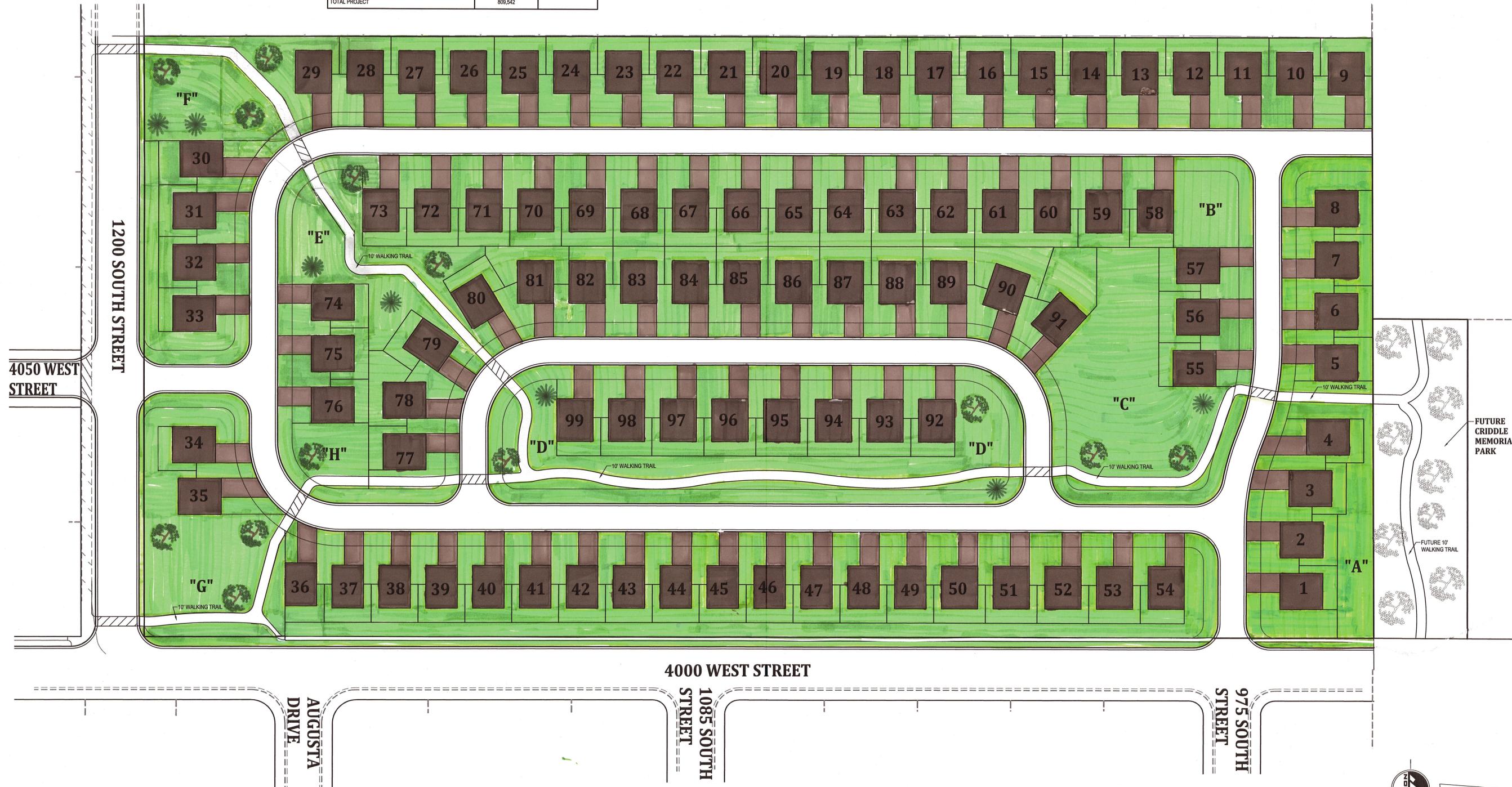
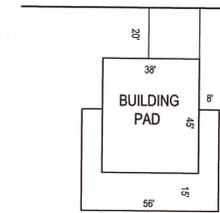
Thence South  $0^{\circ}14'20''$  West 1318.69 feet along the section line to the point of beginning.

Contains 873,844 square feet, 20.061 acres.

| LAND USE PERCENTAGE           |          |         |
|-------------------------------|----------|---------|
| USE                           | SQ.FT.   | PERCENT |
| SINGLE FAMILY RESIDENTIAL PAD | 169,290  | 29.36%  |
| COMMON AREA (PARCELS A-H)     | 130,420  | 22.62%  |
|                               | A 10,331 |         |
|                               | B 5,410  |         |
|                               | C 29,810 |         |
|                               | D 26,346 |         |
|                               | E 17,771 |         |
|                               | F 17,141 |         |
|                               | G 18,634 |         |
|                               | H 4,977  |         |
| COMMON AREA (FRONT/SIDE)      | 152,886  | 26.51%  |
| LIMITED COMMON ARE (BACKSIDE) | 124,100  | 21.52%  |
| NET ACREAGE (LESS ROADS)      | 576,696  | 100.00% |
| PUBLIC ROADS                  | 232,848  |         |
| TOTAL PROJECT                 | 809,542  |         |

| LAND AREA TABLE                        |              |
|----------------------------------------|--------------|
| TOTAL PROJECT                          | 18.585 ACRES |
| NET ACREAGE (20% REDUCTION FOR ROADS)  | 14.868 ACRES |
| UNITS PER ACRE CALCULATION             |              |
| ALLOWABLE DENSITY (8 UNITS PER ACRE)   | 119 UNITS    |
| ACTUAL DENSITY - (6.66 UNITS PER ACRE) | 99 UNITS     |

**SINGLE FAMILY RESIDENTIAL PAD DETAIL**



**LAYTON**  
1485 West Hillfield Rd. Suite 204  
Layton UT 84041  
Phone: 801.547.1100  
Fax: 801.593.6315

**SALT LAKE CITY**  
Phone: 801.255.0529

**TOOELE**  
Phone: 435.843.3590

**CEDAR CITY**  
Phone: 435.865.1453

**RICHFIELD**  
Phone: 435.590.0187

WWW.ENSIGNUTAH.COM

FOR:  
WILCOX FARMS  
1455 SOUTH 1000 WEST  
CLEARFIELD, UT 84015

CONTACT:  
CON WILCOX  
PHONE: 801-000-0000  
FAX:

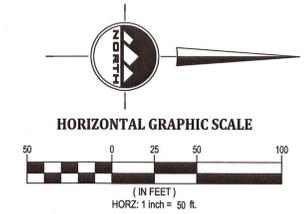
**CRIDDLE FARMS P.R.D.**

700 SOUTH 4000 WEST  
SYRACUSE, UTAH

| NO. | DATE | REVISION   | BY |
|-----|------|------------|----|
| 1   |      | FOR REVIEW |    |
| 2   |      |            |    |
| 3   |      |            |    |
| 4   |      |            |    |
| 5   |      |            |    |
| 6   |      |            |    |
| 7   |      |            |    |
| 8   |      |            |    |

**CONCEPT PLAT**

PROJECT NUMBER: L2101A  
DATE: 12/31/13  
DRAWN BY: A.SHELBY  
CHECKED BY: K.RUSSELL  
PROJECT MANAGER: K.RUSSELL



# Preliminary Plan

| Land Use Percentage        |         |         |
|----------------------------|---------|---------|
| Use                        | SQ. FT. | Percent |
| Single Family Pad          | 172,710 | 33%     |
| Common Space (Parcels A-F) | 154,257 | 29%     |
| parcel a                   | 28,345  |         |
| parcel b                   | 23,475  |         |
| parcel c                   | 20,581  |         |
| parcel d                   | 44,674  |         |
| parcel e                   | 22,468  |         |
| parcel f                   | 14,714  |         |
| Open Space (Frontside)     | 154,237 | 29%     |
| Open Space (Backside)      | 136,350 | 26%     |
| Net Area (Less Roads)      | 524,839 | 100%    |
| Public Roads               | 305,485 |         |
| Total Project              | 830,324 |         |

| Land Area Table                        |        |
|----------------------------------------|--------|
| Total Project (Acres)                  | 19.06  |
| Net Acreage (Less Roads in Acres)      | 12     |
| Units per acre calculations            |        |
| Allowable Density (6.7 units per acre) | 127.71 |
| Actual Density (5.30 units per acre)   | 101    |



# Memorandum

**To:** Noah Steele  
**CC:**  
**From:** Focus Engineering and Surveying  
**Date:** 3/31/2016  
**Re:** Preliminary Review Comments Response

---

## Engineering

### Plat:

Submit a plat with final approval.

a. **Noted:**

### Plans:

Sewer and land drain mains need to be extended to serve lots 73, 75 and 76.

**Corrected.**

Keep all utilities in the same location throughout all roads.

**Corrected.**

All existing irrigation turnouts and ditches serving the developed property shall be abandoned per Hooper Irrigation standards. Any existing irrigation mains

**Noted on the plans.**

1200 South Street will need to be fully improved to the collector cross section including culinary and secondary waterlines stubbed to the west boundary of the property.

**This has been added to the plans per our meeting on 3/28/16**

The trail must be 10' wide throughout the property with a public easement. All trail crossing shall have ADA ramps meeting current standards with 10' wide detectable panels.

Verify adequate hydrant spacing with the fire department.

**Noted.**

Move the catch basin in front of Lot 38 south so it is not in the middle of a driveway and add a catch basin on the east side of the street.

**Corrected.**

All hydrants shall be installed short side.

**Corrected**

Add an eclipse 88 sampling station on the west side of lot 49 and the west side of lot 22

**Corrected.**

Add inline culinary and secondary valves in front of lot 40.

**Corrected.**

Consult with planning for the trail alignment.

**Trail has been moved according the planning department recommendations.**

Add a street light at both 1200 South intersections.

**Corrected.**

## Planning

Provide approximate Address, Section, Township, and Range on plat

Corrected.

Provide the appropriate number of phases and phasing lines

Phasing has been added.

Replace “Improved Open Space” label with “Common Space”

Corrected.

Clarify if Parcel F was counted as open space and when it will be improved

Corrected.

Giant trees on parcel “F” should be preserved

Concur.

Provide location of existing open ditch/ canal locations and plans to cover if any.

Added.

Please clarify which road cross section will be applied to each proposed road

Corrected.

A stub road is recommended through the location of lot 28 and 29 in line with 1975.

A stub road will be done with the North Property that will better suit east-west traffic.

An additional development agreement is required to address building elevations, landscape plan, amenity details, fencing, phasing, and road improvements. To be completed by final.

Noted.

Explore the relocation of the trail to the east edge of development.

Trail has been moved according to recommendations.

Lots 49 to 53 and 88-95 are double frontage

These lots do not have any frontage on 4000 West. Parcel B will provide a buffer.

PRD next to Agriculture requires buffer “A”.

Noted.

## Fire Department

All hydrants shall be placed with the 4 ½” connection facing the point of access for Fire Department Apparatus. Number and distribution of hydrants shall be spaced according to table C105.1 of the 2012 IFC. Lots 10, 11, 12, and 13 exceed the maximum distance from any point on street frontage to a hydrant. An additional hydrant will be needed.

An additional hydrant has been added.

## Chapter 10.75 PRD – PLANNED RESIDENTIAL DEVELOPMENT

### Sections:

- [10.75.010](#) Purpose.
- [10.75.020](#) Permitted uses.
- [10.75.030](#) Conditional uses.
- [10.75.040](#) Minimum lot standards.
- [10.75.050](#) Development plan and agreement requirements.
- [10.75.060](#) Design standards.
- [10.75.070](#) Street design.
- [10.75.080](#) Off-street parking and loading.
- [10.75.090](#) Signs.

### **10.75.010 Purpose.**

---

The purpose of this [zone](#) is to allow diversification in the relationship of residential [uses](#) to its sites and permit directed flexibility of site design. Further, its intent is to encourage a more efficient [use](#) of the land and the reservation of a greater proportion of [common space](#) for recreational and visual [use](#) than other residential [zones](#) may provide and to encourage a variety of [dwelling units](#) that allow imaginative concepts of neighborhood and housing options and provide variety in the physical development pattern of the City. This will allow the developer to more closely tailor a development project to a specific user group, such as retired persons.

The intent of this [zone](#) is to encourage good neighborhood design while ensuring compliance with the intent of the subdivision and zoning [ordinances](#). All [dwelling units](#) are to be held in private individual ownership. However, the development shall contain common or [open space](#) and amenities for the enjoyment of the planned community that are developed and maintained through an [active homeowners' association](#) or similar organization with appointed management. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-010.]

### **10.75.020 Permitted uses.**

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The following are [permitted uses](#) by right provided the parcel and [building](#) meet all other provisions of this title and any other applicable [ordinances](#) of Syracuse City:

- (A) [Accessory uses](#) and [buildings](#) (maximum 200 square feet).
- (B) Churches, [synagogues](#), and [temples](#).
- (C) [Dwelling units](#), single-family (no more than four units attached).
- (D) Educational services.
- (E) [Household pets](#).
- (F) Private parks.

(G) [Public](#) and quasi-public [buildings](#).

(H) Residential facilities for persons with disabilities and assisted living centers. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-020.]

#### **10.75.030 Conditional uses.**

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The following may be permitted [conditional uses](#) for nonattached [dwellings](#), after approval as specified in SCC [10.20.080](#):

(A) [Day care centers](#) (major).

(B) [Home occupations](#) (minor or major).

(C) [Temporary commercial uses](#) (see SCC [10.35.050](#)) (minor).

(D) Temporary [use](#) of [buildings](#) (see SCC [10.30.100](#)(A)(9)) (minor). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-030.]

#### **10.75.040 Minimum lot standards.**

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All lots shall be developed and all [structures](#) and [uses](#) shall be placed on lots in accordance with the following standards:

(A) Density: overall density of six [dwelling units](#) per gross acre.

(1) The development shall provide a standard road right-of-way of 60 feet which shall include curb, gutter, and sidewalk improvements;

(2) Open space/common space shall be a minimum 50 percent of the total land [area](#), excluding roadways, [buildings](#), acreage and excluding any above-ground City infrastructure. Of that 50 percent, 30 percent shall be in [open space](#) and 20 percent in [common space](#);

(3) For detention ponds to be considered [common space](#) they must include amenities recommended by [planning commission](#) and [city council](#);

(4) The aesthetic and [landscaping](#) proposals shall provide for trees and shrubs that break up the look of having the same [building](#) style duplicated throughout the development and shall be in accordance with the Architectural Review Guide;

(5) For the purpose of this section, [landscaping](#) is not considered to be an amenity;

(6) The development shall provide adequate off-street parking area(s), subject to requirements of this chapter and off-street parking requirements as found in Chapter [10.40](#) SCC; and

(7) The development design shall include a direct connection to a major arterial, minor arterial, or major collector roadway.

(B) Lot width: determined by development plan.

(C) Front yard: 20 feet.

(D) Side yards: a minimum of 16 feet between primary [structures](#) and eight feet from the property line.

(E) Rear yard: a minimum of 15 feet.

(F) [Building](#) height: as allowed by current adopted [building](#) code, with a maximum height of 30 feet to the top of the roof [structure](#).

(G) Structure: attached units shall not have a single roofline and shall have variations in architectural style between the [buildings](#). The units shall include a minimum of two-car garages for each unit and shall not be the major architectural feature of the [building](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1998; Code 1971 § 10-15-040.]

#### **10.75.050 Development plan and agreement requirements.**

---

(A) Subdivision [ordinance](#) requirements shall generally apply to planned residential communities. The developer shall submit a residential development plan of all project phases for City consideration and approval and shall integrate the proposed development plan into a [development agreement](#) between the developer and City. The [development agreement](#) shall undergo an administrative review process to ensure compliance with adopted City [ordinances](#) and standards with approval by the [City Council](#). The subdivider shall develop the property in accordance with the [development agreement](#) and current City [ordinances](#) in effect on the approval date of the agreement, together with the requirements set forth in the agreement, except when federal, state, county, and/or City laws and regulations, promulgated to protect the [public's](#) health, safety, and welfare, require future modifications under circumstances constituting a rational [public](#) interest.

(B) A planned residential development must have a minimum of five acres.

(C) The developer shall landscape and improve all [open space](#) around or adjacent to [building lots](#) and [common spaces](#) and maintain and warrant the same through a lawfully organized [homeowners' association](#), residential management company, or similar organization.

(D) The development plan submitted for review shall show the location and [building elevations](#) with exterior [building](#) materials, size, and general footprint of all [dwelling units](#) and other main [buildings](#) and amenities.

(E) The development plan submitted for review shall include [landscaping](#), fencing, and other improvement plans for common or [open spaces](#), with the [landscaping](#) designed in accordance with an approved theme to provide unity and aesthetics to the project. The plan shall include all special features, such as ponds, fountains, [signs](#), walking paths, inviting entryways, etc., together with a landscape planting plan. [Common space](#) should be the emphasis for the overall design of the development, with various community facilities grouped in places well related to the [common space](#) and easily accessible to pedestrians.

(F) A planned residential community shall be of sufficient size, composition, and arrangement to enable its feasible development as a complete unit, managed by a legally established owners'

association and governed by enforceable, duly recorded CC&Rs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-050.]

#### **10.75.060 Design standards.**

The [Land Use Authority](#) shall approve the required common [building](#) theme. The design shall show detail in the unification of exterior architectural style, [building](#) materials, and color and size of each unit; however, the intent is not to have the design so dominant that all units are identical. Residential [dwellings](#) shall comply with SCC [10.30.020](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-060.]

#### **10.75.070 Street design.**

The [Land Use Authority](#) may approve an alternative street design so long as it maintains the City's minimum rights-of-way. The developer shall dedicate all street rights-of-way to the City. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-070.]

#### **10.75.080 Off-street parking and loading.**

For multi-unit developments, one additional off-street [parking space](#) shall be provided for each unit of four [dwellings](#). Off-street parking and loading shall be as specified in Chapter [10.40](#) SCC; provided, however, that the City may limit or eliminate street parking or other [use](#) of City rights-of-way through the employment of limited or alternative street designs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-080.]

#### **10.75.090 Signs.**

The [signs](#) permitted in this [zone](#) shall be those allowed in residential [zones](#) by Chapter [10.45](#) SCC. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-090.]

**The Syracuse City Code is current through Ordinance 16-07, passed February 9, 2016.**

Disclaimer: The City Recorder's Office has the official version of the Syracuse City Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.



# CITY COUNCIL AGENDA

May 10th, 2016

## **Agenda Item #7b      Criddle Farms General Plan/ Rezone Fee Waiver**

### ***Factual Summation***

Questions regarding this item can be directed at Noah Steele, Development Services Manager.

The Criddle Farms subdivision is separated into two halves, the "north" half which is 36 acres and the "south" half which is 20 acres. The south half is annexed, has the desired zoning, concept plan, and is at the preliminary plat approval stage. The northern half is not as far down the road for development. It is not currently annexed and the applicant has proposed a general plan map amendment to change from R-1 to R-2. This application was reviewed by the Planning Commission on March 15th and was forwarded to City Council on April 12th with a recommendation for denial.

During the City Council meeting on the 12th, an idea was discussed to look at both the north and south zoning together by changing the general plan/zoning map to R-3 for the entire project and create a development agreement outlining the objectives for both parties. This would essentially spread the density more evenly across the project but result in a similar number of development lots while creating a desirable trail amenity for the neighborhood. Both the applicant and city willingly agreed to explore this development option, not as a requirement of approval but as an alternative that could be mutually beneficial.

Under this scenario, the applicant would apply for a general plan change from A-1 to R-3 on the north and the current zoning can be designated at time of annexation. For the south parcel, the applicant would submit application for both a general plan and rezone map change from PRD to R3.

The fees associated with those three applications would total approximately \$1,500. Permission is requested at this time, for the council to waive the zoning/ general plan map fees associated with the R-3 development scenario.



# CITY COUNCIL AGENDA

May 10th, 2016

## Agenda Item #8

## General Plan Map Amendment 1972 S 2000 W

### *Factual Summation*

Please review the following information. Any questions regarding this agenda item may be directed to Noah Steele, Development Services Manager.

|                      |                                                                     |
|----------------------|---------------------------------------------------------------------|
| Location:            | 1972 S. 2000 W.                                                     |
| Current Zoning:      | R-2                                                                 |
| General Plan:        | R-3                                                                 |
| Requested GP:        | PRD                                                                 |
| Total Area:          | 5.21 Acres                                                          |
| R-2 Density Allowed: | 14 lots (3 lots/gross acre)                                         |
| PRD Density Allowed: | 31 lots (6 lots/gross acre) Developer says he is proposing only 16. |

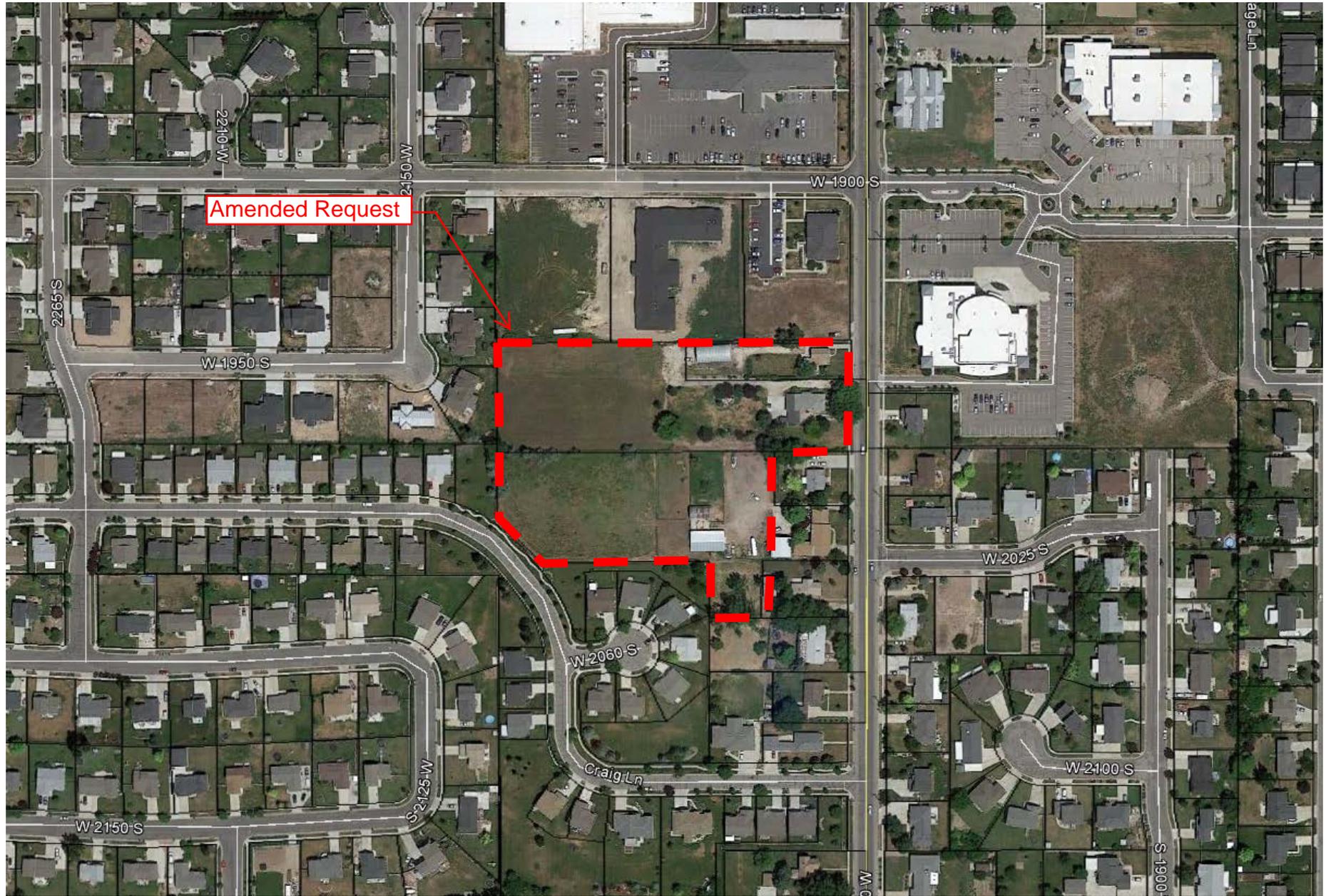
### *Summary :*

This property is adjacent to the Craig Estates development. The applicant wishes to join the Craig Estates HOA and extend a similar product onto their property. The HOA president for Craig Estates has shown support for the project. The initial proposal did not include sufficient acreage or access from an arterial street that is required in the PRD zone. For those reasons, the PC forwarded a recommendation for denial. The CC reviewed the project and tabled it to give the applicant a chance to amend their application. The applicant revised their request to meet the minimum acreage and frontage requirements. Before any construction could begin for this project, there are multiple future layers of review that are required. The applicant would be required to submit application and receive approval for current zone change, concept plan, preliminary plan, and final plan. Now that the applicant meets the minimum acreage requirements, it is a legislative decision of whether or not this land use and density is desirable at this location.

### *Attachments:*

- Aerial Map
- General Plan Map
- Zoning Map
- R-2 zoning ordinance
- PRD zoning ordinance





Amended Request

2210 W

2150 W

W 1900 S

S 2265 S

W 1950 S

W 2060 S

Craig Ln

W 2025 S

W 2100 S

W 2150 S

S 2125 W

W 1900

S 1900

Agg Ln

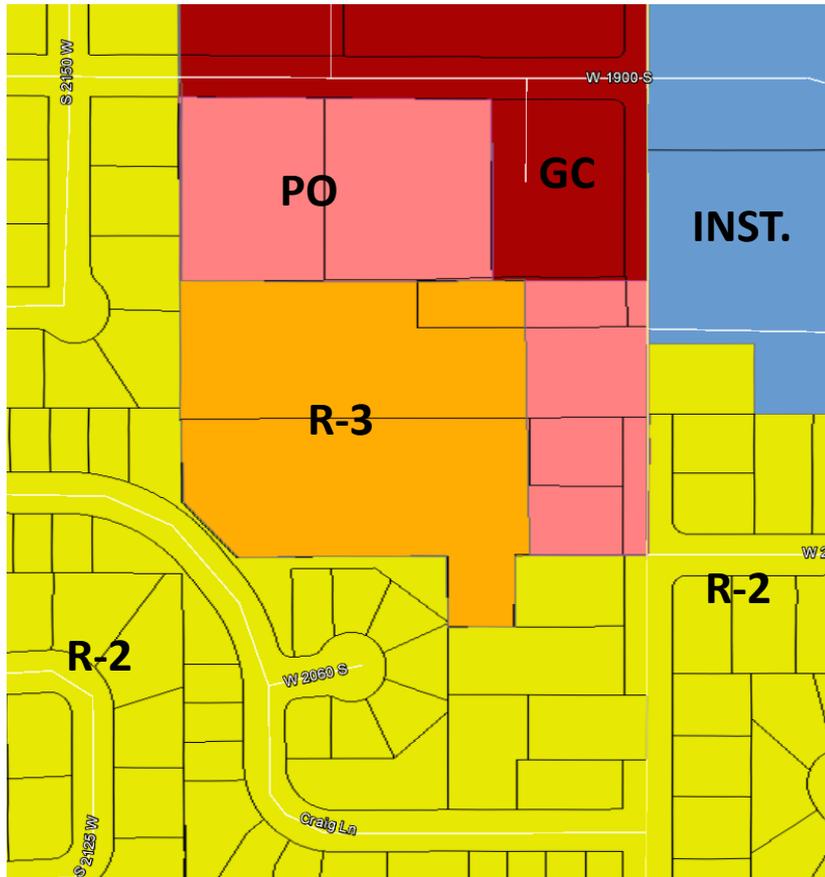


# Proposed General Plan Map Amendment

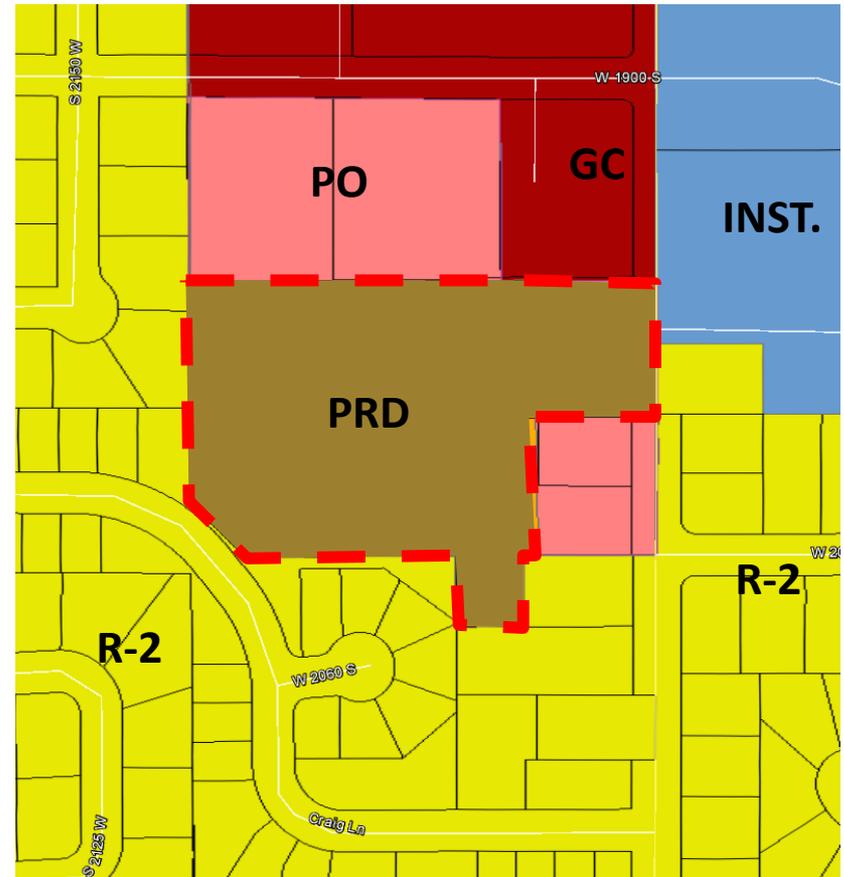
Location: 1972 S. 2000 W.



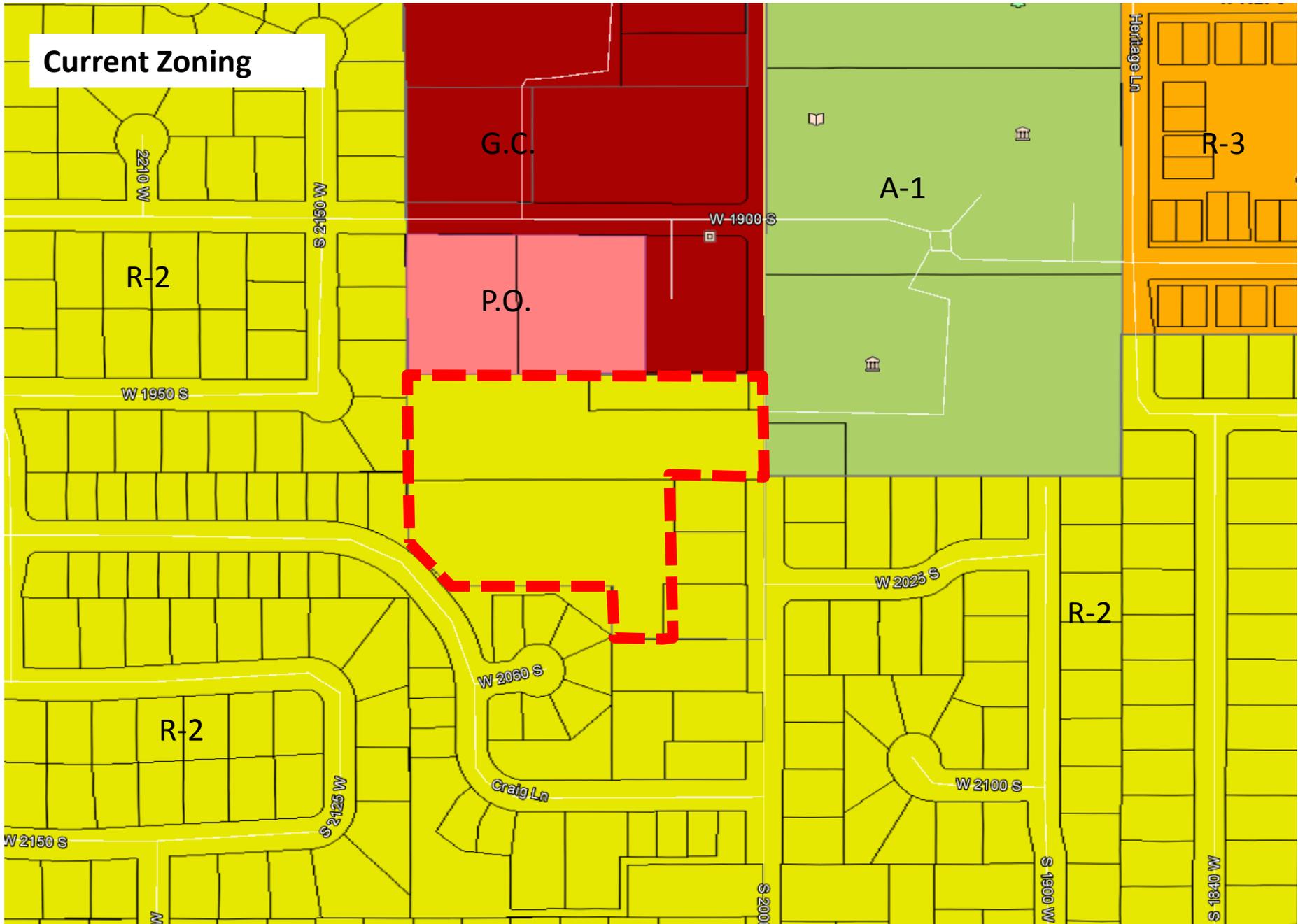
## Existing



## Proposed



# Current Zoning



## Chapter 10.75 PRD – PLANNED RESIDENTIAL DEVELOPMENT

### Sections:

- [10.75.010](#) Purpose.
- [10.75.020](#) Permitted uses.
- [10.75.030](#) Conditional uses.
- [10.75.040](#) Minimum lot standards.
- [10.75.050](#) Development plan and agreement requirements.
- [10.75.060](#) Design standards.
- [10.75.070](#) Street design.
- [10.75.080](#) Off-street parking and loading.
- [10.75.090](#) Signs.

### **10.75.010 Purpose.**

---

The purpose of this [zone](#) is to allow diversification in the relationship of residential [uses](#) to its sites and permit directed flexibility of site design. Further, its intent is to encourage a more efficient [use](#) of the land and the reservation of a greater proportion of [common space](#) for recreational and visual [use](#) than other residential [zones](#) may provide and to encourage a variety of [dwelling units](#) that allow imaginative concepts of neighborhood and housing options and provide variety in the physical development pattern of the City. This will allow the developer to more closely tailor a development project to a specific user group, such as retired persons.

The intent of this [zone](#) is to encourage good neighborhood design while ensuring compliance with the intent of the subdivision and zoning [ordinances](#). All [dwelling units](#) are to be held in private individual ownership. However, the development shall contain common or [open space](#) and amenities for the enjoyment of the planned community that are developed and maintained through an [active homeowners' association](#) or similar organization with appointed management. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-010.]

### **10.75.020 Permitted uses.**

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The following are [permitted uses](#) by right provided the parcel and [building](#) meet all other provisions of this title and any other applicable [ordinances](#) of Syracuse City:

- (A) [Accessory uses](#) and [buildings](#) (maximum 200 square feet).
- (B) Churches, [synagogues](#), and [temples](#).
- (C) [Dwelling units](#), single-family (no more than four units attached).
- (D) Educational services.
- (E) [Household pets](#).
- (F) Private parks.

(G) [Public](#) and quasi-public [buildings](#).

(H) Residential facilities for persons with disabilities and assisted living centers. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-020.]

#### **10.75.030 Conditional uses.**

---

The following may be permitted [conditional uses](#) for nonattached [dwellings](#), after approval as specified in SCC [10.20.080](#):

(A) [Day care centers](#) (major).

(B) [Home occupations](#) (minor or major).

(C) [Temporary commercial uses](#) (see SCC [10.35.050](#)) (minor).

(D) Temporary [use](#) of [buildings](#) (see SCC [10.30.100](#)(A)(9)) (minor). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-030.]

#### **10.75.040 Minimum lot standards.**

---

All lots shall be developed and all [structures](#) and [uses](#) shall be placed on lots in accordance with the following standards:

(A) Density: overall density of six [dwelling units](#) per gross acre.

(1) The development shall provide a standard road right-of-way of 60 feet which shall include curb, gutter, and sidewalk improvements;

(2) Open space/common space shall be a minimum 50 percent of the total land [area](#), excluding roadways, [buildings](#), acreage and excluding any above-ground City infrastructure. Of that 50 percent, 30 percent shall be in [open space](#) and 20 percent in [common space](#);

(3) For detention ponds to be considered [common space](#) they must include amenities recommended by [planning commission](#) and [city council](#);

(4) The aesthetic and [landscaping](#) proposals shall provide for trees and shrubs that break up the look of having the same [building](#) style duplicated throughout the development and shall be in accordance with the Architectural Review Guide;

(5) For the purpose of this section, [landscaping](#) is not considered to be an amenity;

(6) The development shall provide adequate off-street parking area(s), subject to requirements of this chapter and off-street parking requirements as found in Chapter [10.40](#) SCC; and

(7) The development design shall include a direct connection to a major arterial, minor arterial, or major collector roadway.

(B) Lot width: determined by development plan.

(C) Front yard: 20 feet.

(D) Side yards: a minimum of 16 feet between primary [structures](#) and eight feet from the property line.

(E) Rear yard: a minimum of 15 feet.

(F) [Building](#) height: as allowed by current adopted [building](#) code, with a maximum height of 30 feet to the top of the roof [structure](#).

(G) Structure: attached units shall not have a single roofline and shall have variations in architectural style between the [buildings](#). The units shall include a minimum of two-car garages for each unit and shall not be the major architectural feature of the [building](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1998; Code 1971 § 10-15-040.]

#### **10.75.050 Development plan and agreement requirements.**

---

(A) Subdivision [ordinance](#) requirements shall generally apply to planned residential communities. The developer shall submit a residential development plan of all project phases for City consideration and approval and shall integrate the proposed development plan into a [development agreement](#) between the developer and City. The [development agreement](#) shall undergo an administrative review process to ensure compliance with adopted City [ordinances](#) and standards with approval by the [City Council](#). The subdivider shall develop the property in accordance with the [development agreement](#) and current City [ordinances](#) in effect on the approval date of the agreement, together with the requirements set forth in the agreement, except when federal, state, county, and/or City laws and regulations, promulgated to protect the [public's](#) health, safety, and welfare, require future modifications under circumstances constituting a rational [public](#) interest.

(B) A planned residential development must have a minimum of five acres.

(C) The developer shall landscape and improve all [open space](#) around or adjacent to [building lots](#) and [common spaces](#) and maintain and warrant the same through a lawfully organized [homeowners' association](#), residential management company, or similar organization.

(D) The development plan submitted for review shall show the location and [building elevations](#) with exterior [building](#) materials, size, and general footprint of all [dwelling units](#) and other main [buildings](#) and amenities.

(E) The development plan submitted for review shall include [landscaping](#), fencing, and other improvement plans for common or [open spaces](#), with the [landscaping](#) designed in accordance with an approved theme to provide unity and aesthetics to the project. The plan shall include all special features, such as ponds, fountains, [signs](#), walking paths, inviting entryways, etc., together with a landscape planting plan. [Common space](#) should be the emphasis for the overall design of the development, with various community facilities grouped in places well related to the [common space](#) and easily accessible to pedestrians.

(F) A planned residential community shall be of sufficient size, composition, and arrangement to enable its feasible development as a complete unit, managed by a legally established owners'

association and governed by enforceable, duly recorded CC&Rs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-050.]

#### **10.75.060 Design standards.**

The [Land Use Authority](#) shall approve the required common [building](#) theme. The design shall show detail in the unification of exterior architectural style, [building](#) materials, and color and size of each unit; however, the intent is not to have the design so dominant that all units are identical. Residential [dwellings](#) shall comply with SCC [10.30.020](#). [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-060.]

#### **10.75.070 Street design.**

The [Land Use Authority](#) may approve an alternative street design so long as it maintains the City's minimum rights-of-way. The developer shall dedicate all street rights-of-way to the City. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-070.]

#### **10.75.080 Off-street parking and loading.**

For multi-unit developments, one additional off-street [parking space](#) shall be provided for each unit of four [dwellings](#). Off-street parking and loading shall be as specified in Chapter [10.40](#) SCC; provided, however, that the City may limit or eliminate street parking or other [use](#) of City rights-of-way through the employment of limited or alternative street designs. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-080.]

#### **10.75.090 Signs.**

The [signs](#) permitted in this [zone](#) shall be those allowed in residential [zones](#) by Chapter [10.45](#) SCC. [Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-090.]

**The Syracuse City Code is current through Ordinance 16-07, passed February 9, 2016.**

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## **RESOLUTION R16-20**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL AMENDING THE SYRACUSE CITY GENERAL PLAN LAND USE MAP RELATED TO 4.7 ACRES LOCATED AT 1972 SOUTH 2000 WEST, SYRACUSE, UTAH.**

**WHEREAS**, the City maintains a General Plan as a guiding document to help plan for growth and new development in our community.

**WHEREAS**, the City Council, pursuant to Section 10-9a-404 of the Utah Code, is authorized to amend the general plan in a manner that it considers appropriate; and

**WHEREAS**, the applicant has requested a change to the general plan map associated with approximately 4.7 acres located at the address of 1972 South 2000 West, in Syracuse, Utah, changing the designation of that land from R-3 to PRD on the General Plan Map; and

**WHEREAS**, a public hearing was conducted in the Planning Commission to receive public input regarding proposed changes; and

**WHEREAS**, although the Planning Commission has recommended denial of the proposed amendments to the General Plan, concluding that the general plan map should not be modified as proposed, due to concerns with the proposal and the opinion that R-3 is a more appropriate use for this area, the City Council finds that the proposed amendments provide development objectives with respect to the most desirable use of land within the City for subject property which benefit the physical, social, economic, and governmental development of the City and to promote the general welfare and prosperity of its residents;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Adoption.** That the proposed amendments to the Syracuse City General Plan Land Use Map, attached hereto as Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. No Repeal.** This Resolution is not intended and shall not be construed as a repealer of any previously adopted ordinance or resolution and is specifically intended to clarify and supplement existing City ordinances, rules and regulations.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor



# CITY COUNCIL AGENDA

May 10th, 2016

## Agenda Item #9      Rezone Application – Cole Shlack, A-1 to R-2

### *Factual Summation*

Please review the following information. Any questions regarding this agenda item may be directed to Noah Steele, Development Services Manager.

- Location: 920 South 4000 West
- Current Zoning: A-1 Agriculture
- Proposed Zoning: R-2 Residential
- General Plan: R-2 Residential
- Property Acreage: 23.1
- Permitted Maximum R-2 Density: 3 units per acre.
- Potential Gross Units with R-2 Zoning: 69

### *PC Action*

05/03/16 - 7:11 PM

COMMISSIONER DAY MADE A MOTION TO APPROVE THE REZONE PROPERTY LOCATED AT 920 S 4000 W FROM A-1 TO R-2 RESIDENTIAL. COMMISSIONER JENSEN SECONDED THE MOTION. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

### *Summary*

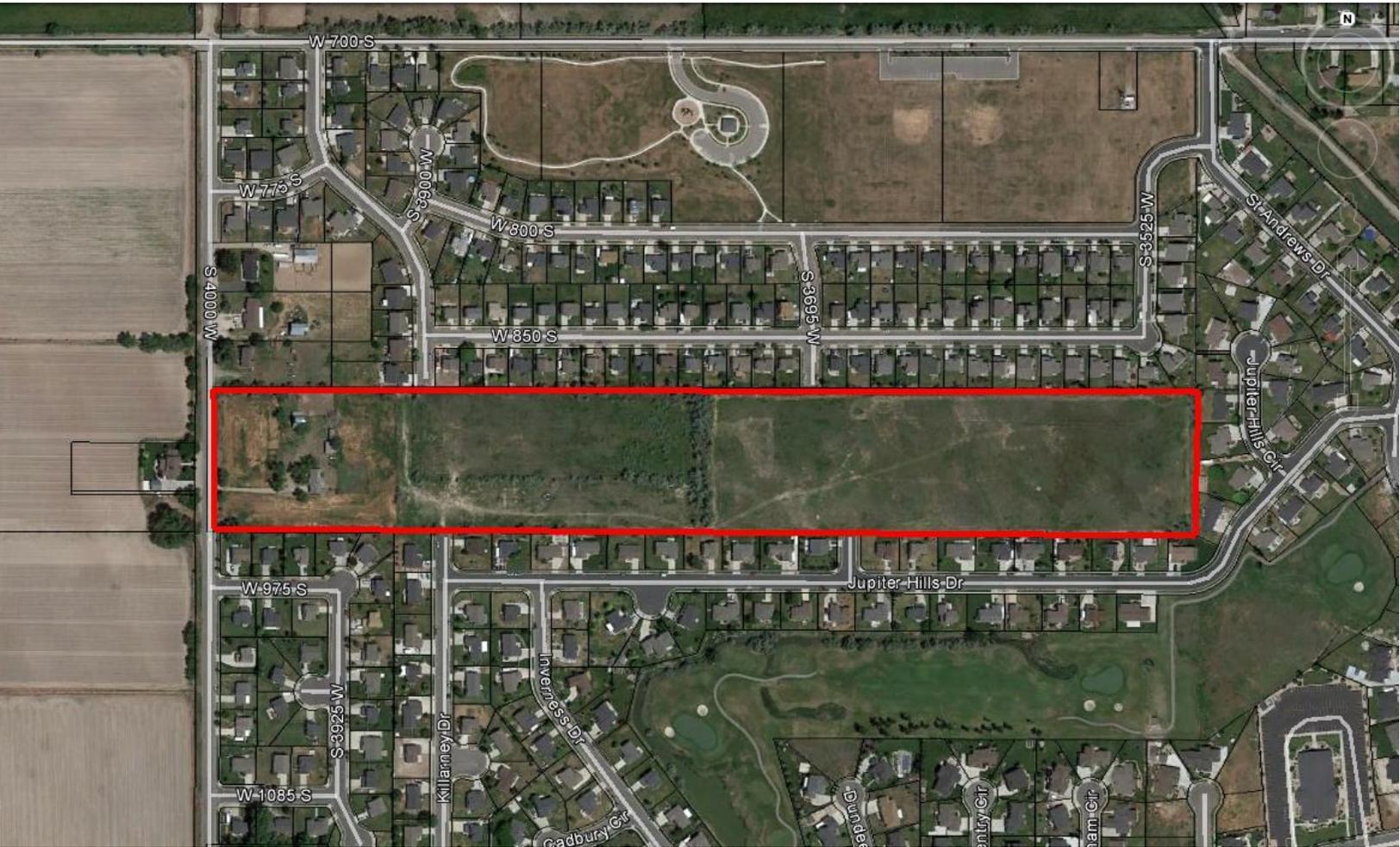
The applicant has requested a rezone from A-1 Agriculture to R-2 Residential with the intention of developing a residential subdivision in accordance with the allowances in the R-2 Zone. The surrounding area is zoned R-1 and R-2 with development that complies with the densities allowed in those zones. There are 2 roads stubbed into the property at 4 locations (Killarney Drive and 3695 West). The development will be required to connect these roads This would provide the majority of the neighborhood easier access to Rock Creek Park.

The requested R-2 Zone is in accordance with the General Plan designation of R-2 already existing on the property.

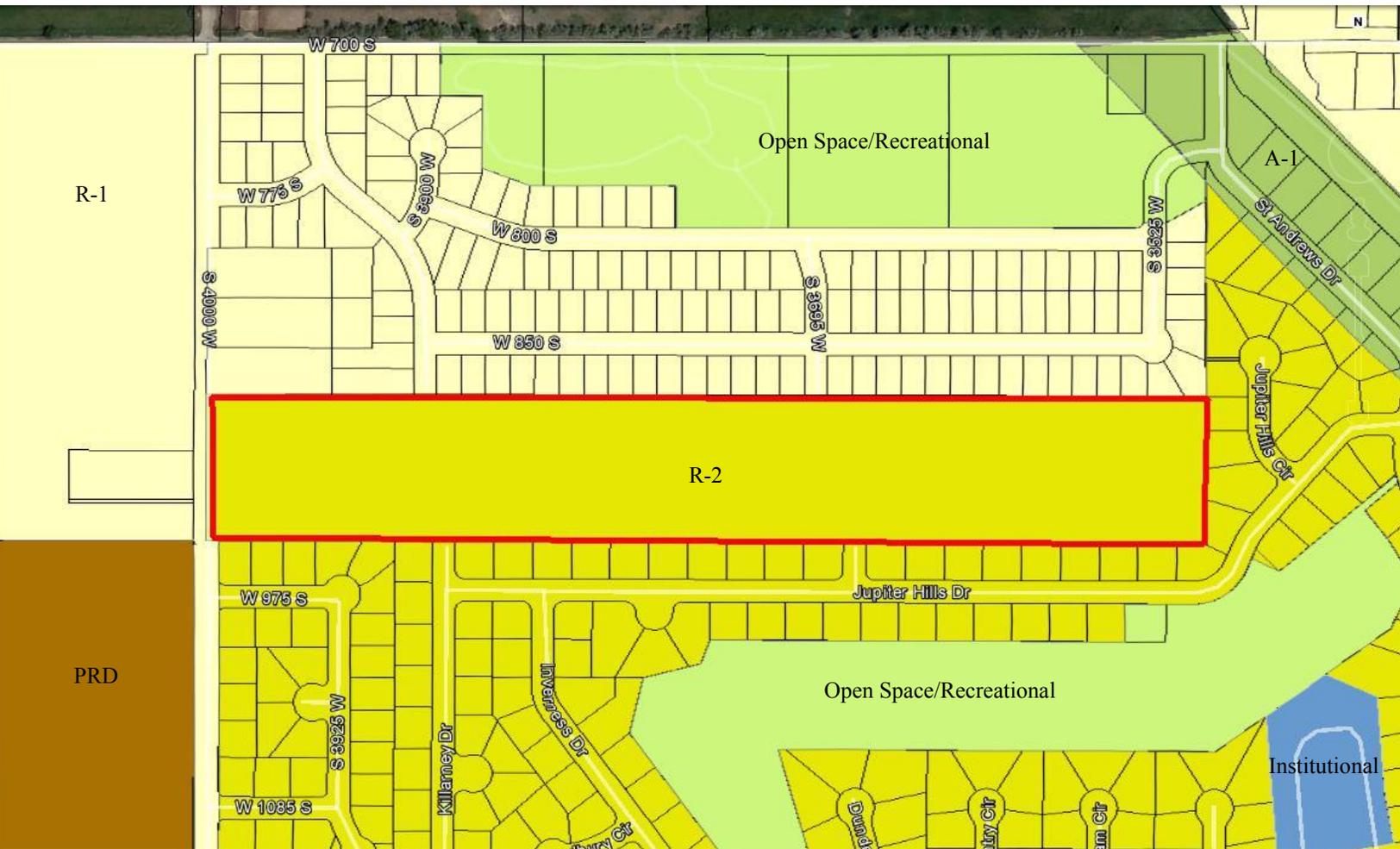
### *Attachments:*

- Aerial Map
- General Plan Map
- Current Zoning Map
- Proposed Zoning Change Map

# AERIAL MAP



# GENERAL PLAN MAP







**ORDINANCE NO. 16-15**

**AN ORDINANCE AMENDING THE EXISTING ZONING MAP OF TITLE X, "SYRACUSE CITY ZONING ORDINANCE", REVISED ORDINANCES OF SYRACUSE, 1971, BY CHANGING FROM AGRICULTURE (A-1) ZONE TO RESIDENTIAL (R-2) ZONE ON THE PARCEL(S) OF REAL PROPERTY HEREIN DESCRIBED.**

**WHEREAS**, the City has adopted a Zoning Ordinance to regulate land use and development within the corporate boundaries of the City; and

**WHEREAS**, Chapter 10 of the Ordinance authorizes the City Council to amend the number, shape, boundaries, or any area of any zone; and

**WHEREAS**, a request for rezone has been made; the same has been recommended for approval by the Planning Commission; and a public hearing was held with the proper notice having been given 10-days prior to the hearing date; and

**WHEREAS**, the Council finds that the requested zone change will promote the health, safety and welfare of our community, and promote prosperity and protect urban development,

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY COUNCIL OF SYRACUSE DAVIS COUNTY, STATE OF UTAH, AS FOLLOWS:**

**SECTION 1:** That the following described real parcels of property in Agriculture (A-1) Zone as shown on a zoning map are hereby amended and to Residential (R-2) Zone accordingly:

**Deed Description**

**Legal Description:**

BEG AT A PT 14.125 CHAINS S ALG THE SEC LINE OF THE NW COR OF SEC 8-T4N-R2W, SLM; & RUN TH E 40.0 CHAINS; TH S 5.875 CHAINS; TH W 40.0 CHAINS TO THE W LINE OF SD SEC; TH N 5.875 CHAINS ALG SD SEC LINE TO THE POB. CONT. 23.10 ACRES

Said property is located at 920 S 4000 W, Syracuse.

Parcel(s) #12-047-0253

**SECTION 2: Effective Date.** This Ordinance shall become effective immediately upon publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10th DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

\_\_\_\_\_  
Mayor Terry Palmer

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |



# COUNCIL AGENDA

May 10, 2016

**Agenda Item #10**                      Adopt FY2016 - 2017 Tentative Budget and set public hearing for June 14, 2016 to consider adoption of Final Budget.

***Factual Summation***

- Any question regarding this agenda item may be directed at Finance Director Stephen Marshall.
- Please see the attached FY2016 – 2017 tentative budget proposal.
- As required by Utah Code Annotated 10-6-111, the City Budget Officer is required to prepare and file with the governing body a tentative budget for consideration. Each tentative budget shall be reviewed and tentatively adopted during any regular City Council meeting on or before the last meeting in May.
- As required by Utah Code Annotated 10-6-112, each tentative budget adopted by the governing body and all supporting schedules and data shall be a public record in the office of the city auditor or the city recorder, available for public inspection for a period of at least 10 days prior to the adoption of a final budget.
- As required by Utah Code Annotated 10-6-113, the governing body shall establish the time and place of a public hearing to consider its adoption and shall order that notice of the public hearing be published at least seven days prior to the public hearing. The City Council should set a public hearing for June 14, 2016 to consider adoption of the final budget.

***Staff Recommendation***

- ***Adopt tentative Fiscal Year 2016-2017 Budget and set public hearing for June 14, 2016 to consider adoption of Final Budget.***



# SYRACUSE CITY CORPORATION

FY 2017  
Tentative Budget Proposal

July 1, 2016 through June 30, 2017

Prepared by  
Stephen Marshall  
Finance Director

SYRACUSE CITY BUDGET  
Fiscal Year Ending June 30, 2017

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# SYRACUSE CITY GOVERNMENT

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## Elected Officials

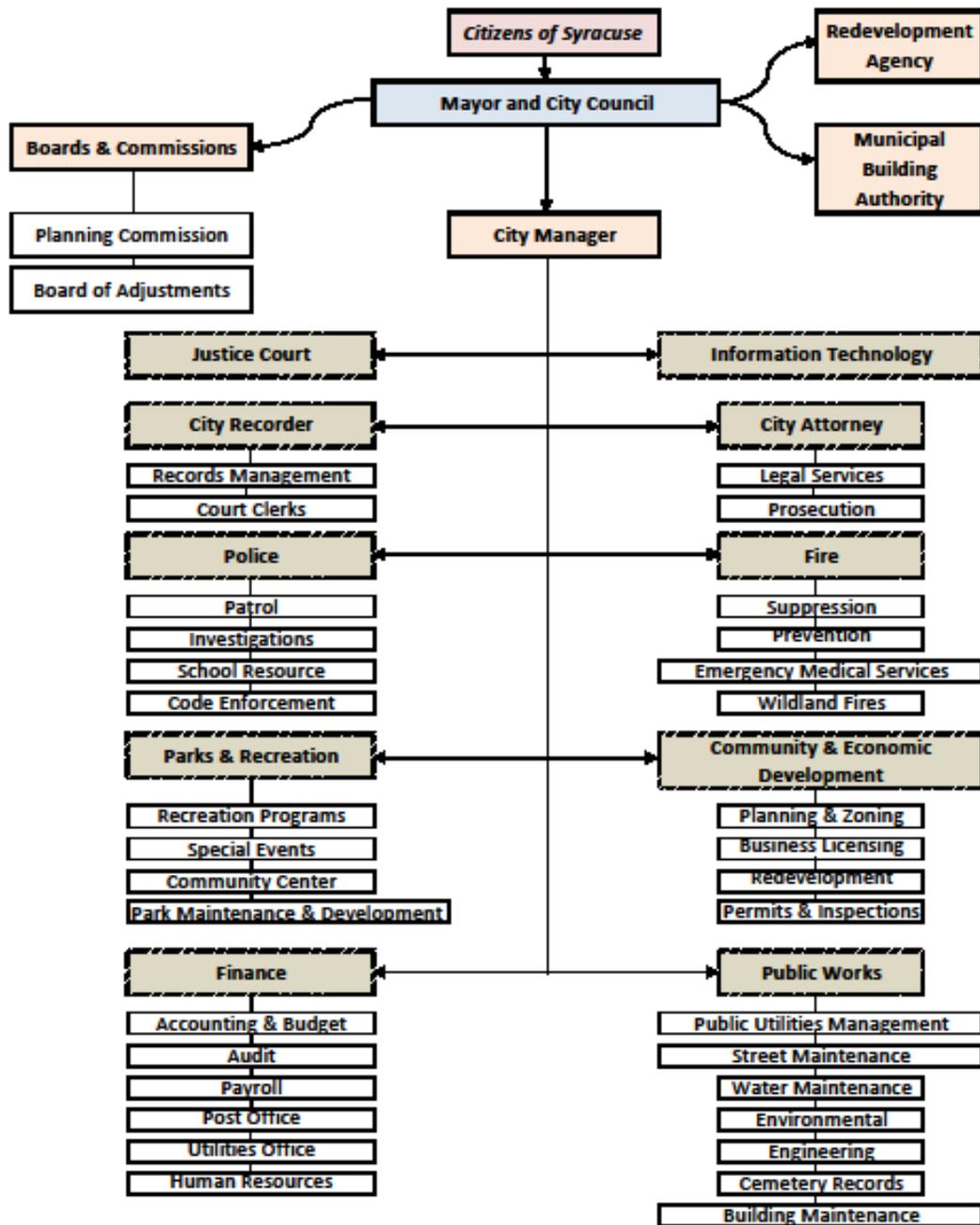
Terry Palmer-----Mayor  
Andrea Anderson-----City Councilmember  
Corinne Bolduc-----City Councilmember  
Mike Gailey-----City Councilmember  
Karianne Lisonbee-----City Councilmember  
Dave Maughan-----City Councilmember

## Administrative Personnel

Brody Bovero-----City Manager  
Eric Froerer-----Fire Chief  
Garret Atkin-----Police Chief  
Brigham Mellor-----Community & Economic Development Director  
Stephen Marshall-----Finance Director  
T.J. Peace-----Information Technology Director  
Kresta Robinson-----Parks & Recreation Director  
Robert Whiteley-----Public Works Director  
Cassie Brown-----City Recorder  
Paul Roberts-----City Attorney

# SYRACUSE CITY CORPORATION

## Organizational Chart



# BUDGET MESSAGE

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## ***To the Honorable Mayor and City Council of Syracuse City:***

The City Administration is pleased to present the Fiscal Year 2017 budget for your consideration. The budget begins July 1, 2016 and ends June 30, 2017. This document reflects the efforts of the City Manager, department directors, their staff, and each of you.

This year's budget proposal affords the resources necessary to continue to provide quality municipal services to Syracuse residents and businesses. In conjunction with the City Council, this year's budget was designed with the following vision statements:

- 10 Year Vision Statements:
  - We are a City with well-maintained infrastructure, including roads, utilities, and parks.
  - We are a financially stable City, balancing the cost of services with the level of services that we provide. The City will have minimal or no debt.
  - The City will incorporate improvements, events, and services that create an overall feeling of connection and pride in the City by its residents.
  - In preparation for the West Davis Corridor, we will make provisions for interchanges to accommodate commercial businesses to serve the residents' needs and to support economic stability of the City.

These vision statements help the City Council and staff to meet our mission statement which is "To provide quality, affordable services for its citizens, while promoting community pride, fostering economic development, and preparing for the future."

This year's budget proposal does not include any increases in property taxes. It does include a fee increase from the North Davis Sewer District of \$3.00 per month. The City continues to see an increase in costs for our utilities that we offer citizens. The consumer price index increased slightly over the past year by 0.9%. This increase was lower on average than the last few years. The main reason for this lower increase was a drop in energy costs, primarily because of gas and propane prices remaining low over the last year. However, over the past six years, the consumer price index has increased 7.60%. During that time, the City has held rates constant to try and ease the burden to our citizens because of the economic recession. During that same timeframe, cost of materials, equipment, and supplies to provide utilities to our citizens has increased. The City continues to work on providing services efficiently and cutting costs wherever possible to offset the increase costs.

Our local economy is continuing to show signs of strong economic growth. This is evidenced by the 6.2% increase in sales tax revenues over the past 12 months. Another key indicator of economic strength is housing development and new home building permits. Residential building permits issued in fiscal year 2015 are up approximately 49% over last fiscal year at this same time and new development plans within the city suggest that this increase will continue in the future. The City issued 194 building permits for new single family homes in fiscal year 2015. The City has issued 211 building permits for new single-family homes through March 2016 of this fiscal year and anticipates that number will be close to 300 building permits by the end of June 2016.

Commercial development is also taking off with the completion of U.S. Cold Storage and the Rush Funplex expansion in 2015 and new construction for Pacific Steel, Industrial Piping and Welding, Vault Storage, Jer's Auto, and Beehive Assisted Living. The state legislature also approved a state liquor store that will be built in fiscal year 2017. All of these businesses will provide additional tax revenue to the City and help offset costs in the City including costs for new city employees.

Home prices increased 7.0% locally over last year and 6.9% nationally. The unemployment rate in Utah is at 3.4% compared to the national average of 4.9%. Overall, Utah's economy is one of the strongest economies in the nation. Utah has recovered from this recession faster than most other states in the nation.

This year's budget proposal requests funding for 2 new full-time positions and one part-time position. The City Council is recommending adding a new full-time detective in the police department, a new full-time parks superintendent in the parks & recreation department, and a new part-time IT specialist in the administration department. These positions are necessary as the City continues to grow and as additional responsibilities and workloads have increased. This budget also includes a 2.3% merit increase for all employees who meet the requirements as outlined in the compensation plan included on page 151. Our employee medical and dental benefit contracts were negotiated at a 2% increase and 1.2% decrease respectively.

The biggest issue facing the City is maintenance, repair, and upkeep of our infrastructure systems within the city. This includes our roads, culinary water system, secondary water system, storm water system, sewer system, buildings, parks, and street lighting system. The City has budgeted to invest \$3,507,919 into infrastructure repairs and improvements in the upcoming fiscal year (see page 141). The City also has a 5 year capital improvement plan (see page 143) in which we intend to invest an additional \$21,330,330 into infrastructure. This large infusion of money into our infrastructure will greatly improve the efficiencies in our systems and will rehabilitate some of our older infrastructure that exists in our city today.

Administration is continually updating and revising our 5 year capital improvement plan to ensure that the systems are properly maintained in the future. For the fiscal year 2017 budget, Administration is proposing \$3,507,919 in capital improvement projects and \$2,305,000 in park improvements for a total of \$5,812,919 as outlined below:

| <b>Capital Improvement Projects - Roads</b>           | <b>Estimated Cost</b> | <b>Funding Source</b> |
|-------------------------------------------------------|-----------------------|-----------------------|
| Surface Treatments throughout city                    | 942,919               | Class C Road Fund     |
| <b>Total</b>                                          | <b>942,919</b>        |                       |
| <b>Capital Improvement Projects - Culinary Water</b>  | <b>Estimated Cost</b> | <b>Funding Source</b> |
| 2000 West Culinary (1700 South to SR-193)             | \$ 1,175,000          | Culinary Water Fund   |
| <b>Total</b>                                          | <b>1,175,000</b>      |                       |
| <b>Capital Improvement Projects - Secondary Water</b> | <b>Estimated Cost</b> | <b>Funding Source</b> |
| 2000 West Culinary (1700 South to SR-193)             | \$ 400,000            | Secondary Fund        |
| 2000 West Culinary (1700 South to SR-193)             | 425,000               | Secondary Impact      |
| <b>Total</b>                                          | <b>825,000</b>        |                       |
| <b>Capital Improvement Projects - Storm Water</b>     | <b>Estimated Cost</b> | <b>Funding Source</b> |
| 1500 West Land Drain to Jensen Pond                   | \$ 115,000            | Storm Fund            |
| Silver Lakes Land Drain                               | 100,000               | Storm Fund            |
| 2700 South Storm Drain Outfall                        | 300,000               | Storm Impact          |
| City Shop Drying Bed                                  | 50,000                | Storm Fund            |
| <b>Total</b>                                          | <b>565,000</b>        |                       |
| <b>Capital Improvement Projects - Parks</b>           | <b>Estimated Cost</b> | <b>Funding Source</b> |
| Trail Head at Bluff and 3000 West                     | \$ 70,000             | Park Impact Fund      |
| Tuscany Park Improvements                             | \$ 125,000            | Park Impact Fund      |
| Centennial Park Pavillion                             | \$ 100,000            | Park Impact Fund      |
| Bluff Ridge Pavillion                                 | \$ 50,000             | Park Impact Fund      |
| Parkland Acquisition                                  | 1,960,000             | Park Impact Fund      |
| <b>Total</b>                                          | <b>2,305,000</b>      |                       |

## General Fund Analysis

Administration's philosophy is to budget conservative on revenues and liberal on expenses. This philosophy has resulted in our general fund balance increasing from a low of 5% in FY2009 to 28.8% at the end of fiscal year 2015. It has also allowed the City to fund an additional \$1,260,558 to road projects in the last five fiscal years and payoff our 2005 sales tax bond 5 years early. State statute mandates that our general fund balance remain between 5 and 25%. It is important to have a healthy fund balance that acts as a "rainy" day fund in case of any unforeseen circumstances such as economic downturns, etc. The City has an adopted fund balance policy that outlines parameters for our fund balance and describes when and how the City Council may execute and use excess fund balance (see page 147). The City Council is currently discussing and prioritizing where to use excess fund balance in the budget that would be the most beneficial to the City.

Administration has brought forward a balanced budget for the General Fund, which includes budgeted revenues and expenses of \$9,686,443 or an increase from prior year of \$293,603. The major change over prior year was a projected increase of 5% in the sales tax revenue or approximately \$173,900. Property taxes revenue is estimated to increase by \$50,000 due to new home development in Syracuse. The remainder of the increase in revenues is spread across all the other revenue accounts.

The following table shows a summary of budgets for governmental funds for FY2017:

|                                         | Governmental Funds                                                        |                        | Govemental/Utility |
|-----------------------------------------|---------------------------------------------------------------------------|------------------------|--------------------|
|                                         | General Including<br>Parks Fee,<br>Street Lighting Fee<br>& Class C Roads | Capital<br>Improvement | Impact Fees        |
| Financing sources:                      |                                                                           |                        |                    |
| Taxes and assessments                   | \$ 7,178,622                                                              | \$ -                   | \$ -               |
| Licenses and permits                    | 611,000                                                                   |                        | 1,617,750          |
| Intergovernmental                       | 1,350,263                                                                 | 250,596                | -                  |
| Charges for services                    | 1,633,716                                                                 |                        |                    |
| Fines and forfeitures                   | 240,000                                                                   |                        |                    |
| Interest / miscellaneous                | 60,050                                                                    | -                      | 20,150             |
| Other sources                           | 291,716                                                                   | -                      | -                  |
| Contributions, Allocations, & Transfers | 38,142                                                                    | 445,000                | -                  |
| Use of fund balance                     | 59,591                                                                    | -                      | 1,651,200          |
| <b>Total financing sources</b>          | <b>11,463,100</b>                                                         | <b>695,596</b>         | <b>3,289,100</b>   |
| Financing uses:                         |                                                                           |                        |                    |
| General government                      | 1,959,721                                                                 | -                      |                    |
| Public safety                           | 4,472,581                                                                 | 490,051                | 209,100            |
| Public works                            | 1,933,294                                                                 | -                      | 775,000            |
| Parks & Recreation                      | 1,465,693                                                                 | 100,000                | 2,305,000          |
| Debt service                            | 860,000                                                                   | 105,000                |                    |
| Internal Services Allocations           | 208,537                                                                   |                        |                    |
| Transfer to Other Funds                 | 516,722                                                                   |                        |                    |
| Increase in fund balance                | 46,552                                                                    | 545                    |                    |
| <b>Total financing uses</b>             | <b>11,463,100</b>                                                         | <b>695,596</b>         | <b>3,289,100</b>   |
| <b>Excess (deficiency)</b>              | <b>\$ -</b>                                                               | <b>\$ -</b>            | <b>\$ -</b>        |

### Utility Fund Analysis

The City tracks each of its utilities it provides to citizens separately in its own utility fund. The City has 5 utility funds and 1 internal services fund. Each of these funds is designed to be self-sustainable so as not to rely on another fund or revenue source to cover its costs.

The City has been able to maintain the same rates for 6 years. North Davis Sewer District (NDSD) has increased its rates over the past four years. North Davis Sewer District is a separate entity from the City and operates as a special service district. We collect utility fees on their behalf and then send those monies directly to NDSD.

The following table shows a summary of budgets for the enterprise and internal service funds for FY2017:

|                                               | Utility Enterprise Funds |                  |                  |                |                  | Internal Service       |
|-----------------------------------------------|--------------------------|------------------|------------------|----------------|------------------|------------------------|
|                                               | Secondary Water          | Culinary Water   | Sewer            | Storm Water    | Garbage          | Information Technology |
| <b>Financing sources:</b>                     |                          |                  |                  |                |                  |                        |
| Charges for services                          | \$ 1,599,600             | \$ 1,775,840     | \$ 2,245,382     | \$ 426,120     | \$ 1,313,680     | \$ 311,249             |
| Federal / State Grants                        | 200,000                  | -                | -                | -              | -                | -                      |
| Interest / miscellaneous                      | 13,000                   | 157,000          | 17,750           | 2,500          | 2,600            | 150                    |
| Use of fund balance                           |                          |                  |                  |                |                  | -                      |
| <b>Total financing sources</b>                | <b>1,812,600</b>         | <b>1,932,840</b> | <b>2,263,132</b> | <b>428,620</b> | <b>1,316,280</b> | <b>311,399</b>         |
| <b>Financing uses:</b>                        |                          |                  |                  |                |                  |                        |
| General government                            |                          |                  |                  |                |                  | 291,249                |
| Public works                                  | 1,664,004                | 1,924,578        | 2,605,160        | 591,793        | 1,255,053        |                        |
| Increase in fund balance                      |                          |                  |                  |                |                  | -                      |
| <b>Total financing uses</b>                   | <b>1,664,004</b>         | <b>1,924,578</b> | <b>2,605,160</b> | <b>591,793</b> | <b>1,255,053</b> | <b>291,249</b>         |
| Excess (deficiency) of revenues over expenses | \$ 148,596               | \$ 8,262         | \$ (342,028)     | \$ (163,173)   | \$ 61,227        | \$ 20,150              |

### Summary of Vision Statements

We are a City with well-maintained infrastructure, including roads, utilities, and parks.

As previously indicated, the City has dedicated considerable resources to new capital improvement projects, and ongoing maintenance of existing roads and infrastructure. While the City continues to grapple with the challenge of meeting its infrastructure needs within its current resources, over \$5.8 million has been dedicated in the fiscal year 2017 budget to capital improvements. In addition, in fiscal year 2015 and 2016, over \$5.1 million and 8.2 million dollars respectively were dedicated toward the ongoing maintenance of the City's roads, utilities infrastructure, and parks.

We are a financially stable City, balancing the cost of services with the level of services that we provide. The City will have minimal or no debt.

The proposed budget does not impose any new debt on the City. Although demands for service continue to grow as the City grows, the current budget provides for the addition of new staff within its current resources, without a tax increase. While even more staffing is justified under current workloads, the City has decided to not add more than the three new positions because the current resources were not sufficient to cover the costs for the additional personnel.

The City will incorporate improvements, events, and services that create an overall feeling of connection and pride in the City by its residents.

In addition to the traditional events, such as Heritage Days, Night Out Against Crime, and the Fire Department Open House, this budget includes funding for park and open space improvements that reflect the resident's preferences as indicated in the 2015 Parks Survey. Specifically, improvements are budgeted for the trailhead at 3000 west and Bluff Rd to serve the popular trail system in the City. Also, additional trees are scheduled to be planted throughout City parks. The Parks Survey indicated that shade was a very important part of the City's park system, and also something that was lacking. And finally, to make progress on completing the City's undeveloped parks, improvements are scheduled to be made at Tuscany Park. We hope that these improvements, along with all the other efforts made by the City help promote a sense of pride with our residents.

### Long-Term Debt

The following is a summary of outstanding bonds and payoff detail for fiscal year 2017:

| Long-term Liabilities          |                         |                         |                          |        |
|--------------------------------|-------------------------|-------------------------|--------------------------|--------|
|                                | Balance July 1,<br>2016 | Payments -<br>Principal | Balance June<br>30, 2017 | Payoff |
| Governmental activities        |                         |                         |                          |        |
| 2016 MBA Refunding Bond        | 11,266,000              | 852,000                 | 10,414,000               | 2028   |
| Total Governmental activities  | 11,266,000              | 852,000                 | 10,414,000               |        |
| Business-type activities       |                         |                         |                          |        |
| No Bonds Outstanding           | -                       | -                       | -                        |        |
| Total business-type activities | -                       | -                       | -                        |        |
| Total long-term liabilities    | \$ 11,266,000           | \$ 852,000              | \$ 10,414,000            |        |

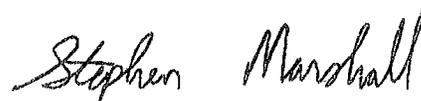
This fiscal year, the City will reduce its outstanding debt by \$852,000. The proposed budget includes \$1,063,200 for principal and interest payments on the above bonds. The bonds were secured at low interest rates ranging from 1.9%. In March 2016, the city refinanced the 2006, 2012, and 2014 MBA Facilities Bonds to take advantage of lower interest rates. The City estimates that it will save approximately \$711,000 in interest over the remaining life of the newly refunded bond. This is an annual savings of roughly \$66,000.

The City has a continual challenge of trying to meet the needs of its citizen as the City continues to grow in size. We are striving to maintain our level of service to our citizens as our resources are stretched over more houses and rooftops. This budget identifies the financial operations of each of the City's departments and gives direction to the Department Directors in coordinating the services their departments are providing with the goals and objectives of the City Council. The Administration is pleased to submit a budget that provides quality services and continues to maintain a sense of community for which we all can be proud.

Respectfully submitted,



Brody Bovero  
City Manager



Stephen Marshall  
Finance Director

# GENERAL FUND

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## REVENUE

| Account Number                   | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|----------------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>TAXES</b>                     |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 10-31-10                         | PROPERTY TAXES - CURRENT       | 1,741,770.77                      | 1,741,893.82                    | 1,806,478.97                      | 1,819,544.00                      | 1,785,000.00                     |                               |
| 10-31-15                         | PROPERTY TAXES - RDA INCREMENT | .00                               | .00                             | .00                               | .00                               | 71,722.00                        |                               |
| 10-31-20                         | DELINQUENT PRIOR YEAR'S TAXES  | 19,159.35                         | 12,723.17                       | 21,274.04                         | 25,000.00                         | 25,000.00                        |                               |
| 10-31-30                         | SALES & USE TAXES              | 3,096,540.21                      | 3,309,455.25                    | 2,310,123.35                      | 3,478,000.00                      | 3,651,900.00                     |                               |
| 10-31-40                         | FRANCHISE TAX                  | .00                               | .00                             | 1,166,091.73                      | 1,493,500.00                      | 1,480,000.00                     |                               |
| 10-31-70                         | FEE IN LIEU OF TAXES           | 158,012.06                        | 168,516.09                      | 127,054.93                        | 160,000.00                        | 165,000.00                       |                               |
| Total TAXES:                     |                                | 5,015,482.39                      | 5,232,588.33                    | 5,431,023.02                      | 6,976,044.00                      | 7,178,622.00                     |                               |
| <b>LICENSES &amp; PERMITS</b>    |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 10-32-10                         | BUSINESS LICENSES              | 53,878.75                         | 59,403.75                       | 54,447.50                         | 53,500.00                         | 60,000.00                        |                               |
| 10-32-21                         | BUILDING PERMITS               | 536,931.36                        | 506,570.34                      | 607,712.87                        | 550,000.00                        | 550,000.00                       |                               |
| 10-32-22                         | STATE TRAINING SURCHARGE - 1%  | 1,067.18                          | 917.56                          | 1,018.66                          | 750.00                            | 1,000.00                         |                               |
| Total LICENSES & PERMITS:        |                                | 591,877.29                        | 566,891.65                      | 663,179.03                        | 604,250.00                        | 611,000.00                       |                               |
| <b>INTERGOVERNMENTAL REVENUE</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 10-33-10                         | FEDERAL GRANTS                 | 14,871.02                         | 15,587.94                       | 8,567.37                          | 38,750.00                         | 29,063.00                        |                               |
| 10-33-20                         | PRIVATE GRANTS                 | 1,500.00                          | 3,123.88                        | .00                               | 2,500.00                          | 2,500.00                         |                               |
| 10-33-40                         | STATE GRANTS AND ALLOTMENTS    | 44,490.34                         | 19,986.97                       | 5,641.79                          | 36,250.00                         | 25,000.00                        |                               |
| 10-33-43                         | MISC POLICE GRANTS             | 13,337.69                         | 13,328.79                       | 29,811.63                         | 21,700.00                         | 21,700.00                        |                               |
| 10-33-45                         | D.C. POLICE HIRING SUPPLEMENT  | 64,096.00                         | 65,200.00                       | 65,200.00                         | 65,000.00                         | 65,000.00                        |                               |
| 10-33-58                         | LIQUOR FUND ALLOTMENT          | 21,019.83                         | 16,862.54                       | 16,974.52                         | 17,000.00                         | 17,000.00                        |                               |
| Total INTERGOVERNMENTAL REVENUE: |                                | 159,314.88                        | 134,090.12                      | 126,195.31                        | 181,200.00                        | 160,263.00                       |                               |
| <b>CHARGE FOR SERVICES</b>       |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 10-34-10                         | COMMISSION ON POSTAGE SALES    | 46,066.21                         | 42,863.66                       | 29,287.13                         | 43,000.00                         | 42,000.00                        |                               |
| 10-34-21                         | COMMUNITY CENTER USER FEES     | 29,212.69                         | 27,720.89                       | 30,482.87                         | 30,000.00                         | 35,000.00                        |                               |
| 10-34-22                         | COMMUNITY CENTER RENTAL        | 6,621.00                          | 6,177.00                        | 5,052.30                          | 7,000.00                          | 7,500.00                         |                               |
| 10-34-23                         | SENIOR PROGRAMS                | 1,955.97                          | 1,528.50                        | 968.50                            | 1,600.00                          | 850.00                           |                               |
| 10-34-25                         | BUILDING INSPECTION FEES       | 112.80                            | 112.80                          | 269.20                            | 100.00                            | 100.00                           |                               |
| 10-34-26                         | FIRE PROTECTION FEES           | 25,476.60                         | 28,162.20                       | 26,889.63                         | 28,000.00                         | 27,000.00                        |                               |
| 10-34-27                         | WILDLAND FIRE REVENUES         | .00                               | .00                             | 92,775.30                         | 125,000.00                        | 125,000.00                       |                               |
| 10-34-30                         | PLAN CHECK & DEV. REVIEW FEES  | 355,150.33                        | 299,641.28                      | 342,261.74                        | 300,000.00                        | 310,000.00                       |                               |
| 10-34-35                         | AMBULANCE REVENUE              | 331,179.86                        | 332,994.32                      | 257,757.09                        | 325,000.00                        | 325,000.00                       |                               |
| 10-34-40                         | SALE OF CEMETERY LOTS          | 29,825.00                         | 50,825.00                       | 43,742.50                         | 30,000.00                         | 50,000.00                        |                               |
| 10-34-41                         | BURIAL FEES                    | 23,650.00                         | 31,350.00                       | 25,100.00                         | 25,000.00                         | 35,000.00                        |                               |
| 10-34-50                         | POLICE REPORTS & FINGERPRINTS  | 8,401.00                          | 9,225.65                        | 8,667.25                          | 8,000.00                          | 9,500.00                         |                               |
| 10-34-51                         | TRAFFIC SCHOOL FEES            | 549.30                            | 654.25                          | 359.40                            | 500.00                            | 500.00                           |                               |
| 10-34-58                         | CODE ENFORCEMENT FINES         | .00                               | .00                             | 625.00                            | 1,000.00                          | 1,000.00                         |                               |
| 10-34-60                         | SPECIAL EVENTS REVENUES        | 23,407.57                         | 3,026.00                        | 12,308.10                         | 10,000.00                         | 15,000.00                        |                               |
| 10-34-61                         | RECREATION - FOOTBALL          | 45,581.00                         | 42,887.00                       | 44,265.33                         | 45,000.00                         | 50,000.00                        |                               |
| 10-34-62                         | RECREATION - BASKETBALL        | 55,507.00                         | 61,563.00                       | 54,072.00                         | 60,000.00                         | 60,600.00                        |                               |
| 10-34-63                         | RECREATION - SOCCER            | 36,250.00                         | 39,660.00                       | 37,887.00                         | 35,000.00                         | 35,000.00                        |                               |
| 10-34-64                         | RECREATION - BASEBALL          | 44,987.00                         | 44,569.00                       | 44,483.00                         | 45,000.00                         | 50,000.00                        |                               |
| 10-34-65                         | RECREATION - TENNIS            | 1,507.00                          | 1,713.00                        | 307.00                            | 2,000.00                          | 2,000.00                         |                               |
| 10-34-66                         | RECREATION - MISC. PROGRAMS    | 6,285.48                          | 6,609.40                        | 7,702.23                          | 5,000.00                          | 6,000.00                         |                               |
| 10-34-67                         | RECREATION - HERITAGE DAYS     | 37,069.90                         | 15,735.00                       | 2,660.00                          | 25,000.00                         | 25,000.00                        |                               |
| 10-34-68                         | FARMERS MARKET                 | .00                               | 8,510.00                        | 6,065.00                          | 8,000.00                          | 5,000.00                         |                               |
| 10-34-69                         | ARTS COUNCIL REVENUES          | 25,253.34                         | 20,614.15                       | 8,543.01                          | 17,600.00                         | 20,000.00                        |                               |
| 10-34-70                         | YOUTH COUNCIL REVENUES         | 1,091.87                          | .00                             | .00                               | 1,000.00                          | 1,000.00                         |                               |
| 10-34-71                         | YOUTH COURT REVENUES           | 2,510.00                          | 1,760.00                        | 2,140.00                          | 2,000.00                          | 2,000.00                         |                               |

| Account Number                     | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| Total CHARGE FOR SERVICES:         |                               | 1,137,650.92                      | 1,077,902.10                    | 1,084,670.58                      | 1,179,800.00                      | 1,240,050.00                     |                               |
| <b>FINES AND FORFEITURES</b>       |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-35-11                           | COURT FINES                   | 224,033.22                        | 220,507.95                      | 188,306.64                        | 200,000.00                        | 240,000.00                       |                               |
| Total FINES AND FORFEITURES:       |                               | 224,033.22                        | 220,507.95                      | 188,306.64                        | 200,000.00                        | 240,000.00                       |                               |
| <b>MISCELLANEOUS REVENUE</b>       |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-36-10                           | INTEREST INCOME               | 8,649.01                          | 10,037.36                       | 8,427.35                          | 10,000.00                         | 12,000.00                        |                               |
| 10-36-20                           | 1% Cash Back Savings - CC     | 12,515.50                         | 13,092.13                       | 2,684.91                          | 12,000.00                         | 13,500.00                        |                               |
| 10-36-51                           | SALE OF POST OFFICE SUPPLIES  | 7,261.84                          | 1,532.72                        | 1,669.07                          | 1,500.00                          | 2,200.00                         |                               |
| 10-36-88                           | POLICE DEPT MISCELLANEOUS     | 732.00                            | .00                             | .00                               | 1,000.00                          | 1,000.00                         |                               |
| 10-36-89                           | FIRE DEPARTMENT MISCELLANEOUS | 140,613.31                        | 95,596.72                       | 1,337.82                          | 1,500.00                          | 1,950.00                         |                               |
| 10-36-90                           | SUNDRY REVENUES               | 52,389.39                         | 17,780.83                       | 14,126.25                         | 18,000.00                         | 15,000.00                        |                               |
| 10-36-91                           | Credit Card CONVENIENCE FEE   | 1,294.05                          | 1,888.48                        | 2,868.61                          | 1,500.00                          | 2,000.00                         |                               |
| 10-36-92                           | ADVERTISING REVENUES          | 12,080.00                         | 10,660.00                       | 5,700.00                          | 10,000.00                         | 10,000.00                        |                               |
| 10-36-95                           | SPONSORSHIPS                  | .00                               | 3,643.20                        | .00                               | .00                               | .00                              |                               |
| Total MISCELLANEOUS REVENUE:       |                               | 235,535.10                        | 154,231.44                      | 36,814.01                         | 55,500.00                         | 57,650.00                        |                               |
| <b>OPERATING REVENUE</b>           |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-37-50                           | CELL TOWER REVENUE            | .00                               | .00                             | 84,660.98                         | 92,700.00                         | 95,716.00                        |                               |
| 10-37-60                           | RENT INCOME                   | 37,461.45                         | 39,985.00                       | 33,479.20                         | 39,445.00                         | 40,000.00                        |                               |
| 10-37-70                           | PARK RESERVATIONS             | 17,140.00                         | 22,744.00                       | 20,545.00                         | 20,000.00                         | 25,000.00                        |                               |
| Total OPERATING REVENUE:           |                               | 54,601.45                         | 62,729.00                       | 138,685.18                        | 152,145.00                        | 160,716.00                       |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-38-31                           | EDA/RDA MANAGEMENT FEE        | 16,608.00                         | 17,497.30                       | 22,445.90                         | 35,971.00                         | 30,212.00                        |                               |
| 10-38-32                           | RDA REPAYMENT TO FINANCRS     | 7,930.00                          | 7,930.00                        | 7,930.00                          | 7,930.00                          | 7,930.00                         |                               |
| Total CONTRIBUTIONS AND TRANSFERS: |                               | 24,538.00                         | 25,427.30                       | 30,375.90                         | 43,901.00                         | 38,142.00                        |                               |
| Net Grand Totals:                  |                               | 7,443,033.25                      | 7,474,367.89                    | 7,699,249.67                      | 9,392,840.00                      | 9,686,443.00                     |                               |

# **GENERAL FUND**

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## **EXPENDITURES**

**City Council**

**Justice Court**

**Administration**

**Building Maintenance**

**Community & Economic Development**

**Police**

**Fire**

**Streets**

**Parks & Recreation**

| Account Number      | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|---------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>CITY COUNCIL</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-41-11            | PERMANENT EMPLOYEE WAGES      | 32,994.00                         | 32,994.00                       | 27,189.82                         | 32,994.00                         | 32,994.00                        |                               |
| 10-41-13            | EMPLOYEE BENEFITS             | 3,141.78                          | 3,124.02                        | 2,582.77                          | 3,147.00                          | 3,132.00                         |                               |
| 10-41-21            | BOOKS, SUBSCRIPTS & MEMBERSHI | 16,738.20                         | 17,320.19                       | 18,217.17                         | 18,300.00                         | 6,000.00                         |                               |
| 10-41-23            | TRAVEL & TRAINING             | 5,887.82                          | 3,205.58                        | 1,802.52                          | 5,900.00                          | 6,000.00                         |                               |
| 10-41-24            | OFFICE SUPPLIES               | 526.64                            | 387.85                          | 585.05                            | 600.00                            | 600.00                           |                               |
| 10-41-54            | CONTRIBUTIONS                 | .00                               | .00                             | .00                               | .00                               | 2,000.00                         |                               |
| 10-41-59            | SUNDRY                        | 1,788.54                          | 2,000.00                        | .00                               | 2,700.00                          | 3,700.00                         |                               |
| 10-41-60            | YOUTH COUNCIL                 | .00                               | .00                             | .00                               | 1,000.00                          | 200.00                           |                               |
| 10-41-90            | INTERFUND REIMBURSEMENT       | 14,602.00-                        | 20,825.00-                      | 12,511.53-                        | 16,682.00-                        | 13,821.00-                       |                               |
| Total CITY COUNCIL: |                               | 46,474.98                         | 38,206.64                       | 37,865.80                         | 47,959.00                         | 40,805.00                        |                               |
| Net Grand Totals:   |                               | 46,474.98-                        | 38,206.64-                      | 37,865.80-                        | 47,959.00-                        | 40,805.00-                       |                               |

**CITY COUNCIL**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                        | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|--------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-41-21 Books, subscriptions &amp; memberships</b> |                  |                                                |                           |
| Prior year budget, as modified                         |                  |                                                | \$ <u>18,300</u>          |
| OPTIMAL SERVICE                                        |                  |                                                |                           |
| MISSION & VISION CRITICAL                              |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                    |                  |                                                |                           |
| Current estimates:                                     |                  |                                                |                           |
| Utah League of Cities & Towns - Annual dues            | \$ 13,500        | \$ -                                           |                           |
| EDC Utah Fees                                          | 5,900            | 5,900                                          |                           |
| Syracuse Lions Club                                    | 100              | 100                                            |                           |
| Total budget for account                               | \$ <u>19,500</u> | \$ <u>6,000</u>                                | \$ -                      |
| Amount changed from request                            |                  |                                                | \$ (19,500)               |
| Increase/(decrease) from prior year modified budget    | \$ 1,200         | \$ (12,300)                                    | \$ (18,300)               |
| <b>10-41-23 Travel &amp; training</b>                  |                  |                                                |                           |
| Prior year budget, as modified                         |                  |                                                | \$ <u>5,900</u>           |
| Current estimates:                                     |                  |                                                |                           |
| City Council Training                                  | \$ 6,000         | \$ 6,000                                       |                           |
| Total budget for account                               | \$ <u>6,000</u>  | \$ <u>6,000</u>                                | \$ -                      |
| Amount changed from request                            |                  |                                                | \$ (6,000)                |
| Increase/(decrease) from prior year modified budget    | \$ 100           | \$ 100                                         | \$ (5,900)                |
| <b>10-41-24 Office supplies</b>                        |                  |                                                |                           |
| Prior year budget, as modified                         |                  |                                                | \$ <u>600</u>             |
| Current estimates:                                     |                  |                                                |                           |
|                                                        | \$ 600           | \$ 600                                         |                           |
| Total budget for account                               | \$ <u>600</u>    | \$ <u>600</u>                                  | \$ -                      |
| Amount changed from request                            |                  |                                                | \$ (600)                  |
| Increase/(decrease) from prior year modified budget    | \$ -             | \$ -                                           | \$ (600)                  |

**CITY COUNCIL**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-41-54 Contributions</b>                       |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| Current estimates:                                  |                  |                                                |                           |
| Arts Council Trust                                  | \$ 1,000         |                                                |                           |
| Miss Syracuse pageant                               | 2,500            | 1,500                                          |                           |
| Miss Teen Syracuse                                  | 500              | -                                              |                           |
| Museum                                              | 500              | 500                                            |                           |
| Total budget for account                            | <u>\$ 4,500</u>  | <u>\$ 2,000</u>                                | <u>\$ -</u>               |
| Amount changed from request                         |                  |                                                | \$ (4,500)                |
| Increase/(decrease) from prior year modified budget | \$ 4,500         | \$ 2,000                                       | \$ -                      |

|                                                     |                 |                 |             |
|-----------------------------------------------------|-----------------|-----------------|-------------|
| <b>10-41-59 Sundry</b>                              |                 |                 |             |
| Prior year budget, as modified                      |                 |                 | \$ 2,700    |
| Current estimates:                                  |                 |                 |             |
| COG meeting                                         | \$ 500          | \$ 500          |             |
| GALA Fundraiser                                     | 1,500           | 1,500           |             |
| Budget and Goals Retreat                            | 1,000           | 1,000           |             |
| Lunch with the Mayor                                | 700             | 700             |             |
| Total budget for account                            | <u>\$ 3,700</u> | <u>\$ 3,700</u> | <u>\$ -</u> |
| Amount changed from request                         |                 |                 | \$ (3,700)  |
| Increase/(decrease) from prior year modified budget | \$ 1,000        | \$ 1,000        | \$ (2,700)  |

|                                                     |               |               |             |
|-----------------------------------------------------|---------------|---------------|-------------|
| <b>10-41-60 Youth Council</b>                       |               |               |             |
| Prior year budget, as modified                      |               |               | \$ 1,000    |
| Current estimates:                                  |               |               |             |
|                                                     | <u>200</u>    | <u>200</u>    |             |
| Total budget for account                            | <u>\$ 200</u> | <u>\$ 200</u> | <u>\$ -</u> |
| Amount changed from request                         |               |               | \$ (200)    |
| Increase/(decrease) from prior year modified budget | \$ (2,500)    | \$ (2,500)    | \$ (2,700)  |

|                                                 |             |             |             |
|-------------------------------------------------|-------------|-------------|-------------|
| <b>10-41-90 Interfund Reimbursements</b>        |             |             |             |
| Prior year budget, as modified                  |             |             | \$ (16,682) |
| Current estimates:                              |             |             |             |
| Council wages & oper. reimb. from Utility Funds | \$ (18,451) | \$ (18,451) |             |

**CITY COUNCIL**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| Total budget for account                            | \$ (18,451)      | \$ (18,451)                                    | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ 18,451                 |
| Increase/(decrease) from prior year modified budget | \$ (1,769)       | \$ (1,769)                                     | \$ 16,682                 |

***Total expenditures***

|                                                     |           |             |             |
|-----------------------------------------------------|-----------|-------------|-------------|
| Prior year budget, as modified                      |           |             | \$ 28,500   |
| Total budget for expenditures                       | \$ 30,000 | \$ 16,500   | \$ -        |
| Amount changed from request                         |           |             | \$ (30,000) |
| Increase/(decrease) from prior year modified budget | \$ 1,500  | \$ (12,000) | \$ (28,500) |

| Account Number       | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|----------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>JUSTICE COURT</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-42-10             | OVERTIME                      | 241.81                            | 28.14                           | 15.60                             | .00                               | .00                              |                               |
| 10-42-11             | PERMANENT EMPLOYEE WAGES      | 118,594.35                        | 108,088.44                      | 77,444.67                         | 93,038.00                         | 97,380.00                        |                               |
| 10-42-12             | PART-TIME WAGES               | 8,419.30                          | 2,087.23                        | 6,937.25                          | 13,000.00                         | 13,000.00                        |                               |
| 10-42-13             | EMPLOYEE BENEFITS             | 57,938.30                         | 53,418.85                       | 34,918.39                         | 43,190.00                         | 44,638.00                        |                               |
| 10-42-21             | BOOKS, SUBSCRIPTS & MEMBERSHI | 1,651.20                          | 75.00                           | 47.92                             | 100.00                            | 100.00                           |                               |
| 10-42-23             | TRAVEL & TRAINING             | 1,090.27                          | 1,564.83                        | 2,372.34                          | 3,000.00                          | 3,000.00                         |                               |
| 10-42-24             | OFFICE SUPPLIES               | 2,326.45                          | 2,876.16                        | 1,437.38                          | 3,500.00                          | 3,000.00                         |                               |
| 10-42-37             | PROFESSIONAL & TECH SERVICES  | 5,121.70                          | 20,497.97                       | 7,786.18                          | 21,000.00                         | 18,500.00                        |                               |
| 10-42-50             | JUROR & WITNESS COSTS         | 551.66                            | .00                             | 79.60                             | 4,000.00                          | 4,000.00                         |                               |
| 10-42-60             | YOUTH COURT                   | 737.00                            | 1,314.79                        | 4,945.68                          | 5,900.00                          | 5,600.00                         |                               |
| Total JUSTICE COURT: |                               | 196,672.04                        | 189,951.41                      | 135,985.01                        | 186,728.00                        | 189,218.00                       |                               |
| Net Grand Totals:    |                               | 196,672.04-                       | 189,951.41-                     | 135,985.01-                       | 186,728.00-                       | 189,218.00-                      |                               |

**JUSTICE COURT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                    | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-42-21 Books, subscriptions &amp; memb.</b>   |                  |                                                |                           |
| Prior year budget, as modified                     |                  |                                                | \$ <u>100</u>             |
| Current estimates:                                 |                  |                                                |                           |
| Misc.                                              | 100              | 100                                            |                           |
| Total budget for account                           | \$ <u>100</u>    | \$ <u>100</u>                                  | \$ -                      |
| Amount changed from request                        |                  |                                                | \$ (100)                  |
| Increase/(decrease) from prior year modified budge | \$ -             | \$ -                                           | \$ (100)                  |

|                                                    |                 |                 |                 |
|----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>10-42-23 Travel &amp; training</b>              |                 |                 |                 |
| Prior year budget, as modified                     |                 |                 | \$ <u>3,000</u> |
| Current estimates:                                 |                 |                 |                 |
| BCI & Court Clerk conference                       | \$ 1,500        | \$ 1,500        |                 |
| Judge conference                                   | 1,500           | 1,500           |                 |
| Total budget for account                           | \$ <u>3,000</u> | \$ <u>3,000</u> | \$ -            |
| Amount changed from request                        |                 |                 | \$ (3,000)      |
| Increase/(decrease) from prior year modified budge | \$ -            | \$ -            | \$ (3,000)      |

|                                                    |                 |                 |                 |
|----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>10-42-24 Office supplies</b>                    |                 |                 |                 |
| Prior year budget, as modified                     |                 |                 | \$ <u>3,500</u> |
| Current estimates:                                 |                 |                 |                 |
| Forms, Stamps, Paper, Misc                         | \$ 3,000        | \$ 3,000        |                 |
| Total budget for account                           | \$ <u>3,000</u> | \$ <u>3,000</u> | \$ -            |
| Amount changed from request                        |                 |                 | \$ (3,000)      |
| Increase/(decrease) from prior year modified budge | \$ (500)        | \$ (500)        | \$ (3,500)      |

**JUSTICE COURT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-42-37 Professional &amp; technical services</b> |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ <u>11,000</u>          |
| Current estimates:                                    |                  |                                                |                           |
| Public defender fees                                  | \$ 3,500         | \$ 3,500                                       |                           |
| Bailiff Contract Services                             | \$ 15,000        | \$ 15,000                                      |                           |
| Total budget for account                              | \$ <u>18,500</u> | \$ <u>18,500</u>                               | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ (18,500)               |
| Increase/(decrease) from prior year modified budge    | \$ 7,500         | \$ 7,500                                       | \$ (11,000)               |

|                                                    |                 |                 |                 |
|----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>10-42-60 Youth Court</b>                        |                 |                 |                 |
| Prior year budget, as modified                     |                 |                 | \$ <u>5,900</u> |
| Current estimates:                                 |                 |                 |                 |
| Youth Court Expenses                               | \$ 1,500        | \$ 1,500        |                 |
| Youth Court Training - Weber St.                   | \$ 4,100        | \$ 4,100        |                 |
| Total budget for account                           | \$ <u>5,600</u> | \$ <u>5,600</u> | \$ -            |
| Amount changed from request                        |                 |                 | \$ (5,600)      |
| Increase/(decrease) from prior year modified budge | \$ (300)        | \$ (300)        | \$ (5,900)      |

|                                                    |                 |                 |                 |
|----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>10-42-50 Juror &amp; witness costs</b>          |                 |                 |                 |
| Prior year budget, as modified                     |                 |                 | \$ <u>4,000</u> |
| Current estimates:                                 |                 |                 |                 |
| Juror & witness fees                               | \$ 4,000        | \$ 4,000        |                 |
| Total budget for account                           | \$ <u>4,000</u> | \$ <u>4,000</u> | \$ -            |
| Amount changed from request                        |                 |                 | \$ (4,000)      |
| Increase/(decrease) from prior year modified budge | \$ -            | \$ -            | \$ (4,000)      |

**JUSTICE COURT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                    | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-42-70 Capital Outlay</b>                     |                  |                                                |                           |
| Prior year budget, as modified                     |                  |                                                | \$ -                      |
| Current estimates:                                 | \$ -             |                                                |                           |
| Total budget for account                           | <u>\$ -</u>      | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                        |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budge | \$ -             | \$ -                                           | \$ -                      |

|                                                    |                  |                  |                  |
|----------------------------------------------------|------------------|------------------|------------------|
| <b>Total expenditures</b>                          |                  |                  |                  |
| Prior year budget, as modified                     |                  |                  | <u>\$ 21,600</u> |
| Total budget for expenditures                      | <u>\$ 28,600</u> | <u>\$ 28,600</u> | <u>\$ -</u>      |
| Amount changed from request                        |                  |                  | \$ (28,600)      |
| Increase/(decrease) from prior year modified budge | \$ 7,000         | \$ 7,000         | \$ (21,600)      |

| Account Number        | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-----------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>ADMINISTRATION</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-44-10              | OVERTIME                      | 919.06                            | 237.77                          | 456.96                            | .00                               | .00                              |                               |
| 10-44-11              | PERMANENT EMPLOYEE WAGES      | 394,891.05                        | 393,979.34                      | 385,591.96                        | 462,800.00                        | 499,021.00                       |                               |
| 10-44-12              | PART-TIME WAGES               | 24,389.33                         | 29,430.91                       | 30,091.36                         | 39,072.00                         | 39,407.00                        |                               |
| 10-44-13              | EMPLOYEE BENEFITS             | 183,476.75                        | 180,835.44                      | 175,640.54                        | 212,804.00                        | 223,911.00                       |                               |
| 10-44-21              | BOOKS, SUBSCRIPTS & MEMBERSHI | 7,807.88                          | 8,798.96                        | 6,812.61                          | 9,000.00                          | 9,575.00                         |                               |
| 10-44-22              | PUBLIC NOTICES                | 2,736.54                          | 4,553.15                        | 3,826.97                          | 7,000.00                          | 7,500.00                         |                               |
| 10-44-23              | TRAVEL & TRAINING             | 11,634.07                         | 12,127.83                       | 10,548.67                         | 17,950.00                         | 15,820.00                        |                               |
| 10-44-24              | OFFICE SUPPLIES               | 13,671.68                         | 13,783.10                       | 10,483.44                         | 16,500.00                         | 15,000.00                        |                               |
| 10-44-26              | VEHICLE EXPENSE               | 1,822.00                          | 1,996.62                        | 546.25                            | 1,800.00                          | 1,300.00                         |                               |
| 10-44-27              | UTILITIES                     | 1,080.00                          | 1,111.00                        | .00                               | 1,137.00                          | 1,183.00                         |                               |
| 10-44-28              | COMMUNICATIONS                | .00                               | .00                             | .00                               | .00                               | 4,240.00                         |                               |
| 10-44-37              | PROFESSIONAL & TECH SERVICES  | 61,463.50                         | 84,825.37                       | 59,390.83                         | 63,250.00                         | 39,850.00                        |                               |
| 10-44-38              | LEGAL FEES                    | .00                               | .00                             | .00                               | 15,000.00                         | 5,000.00                         |                               |
| 10-44-39              | ELECTION EXPENSES             | 14,224.88                         | .00                             | 18,722.26                         | 20,000.00                         | .00                              |                               |
| 10-44-51              | INSURANCE                     | 153,691.47                        | 153,053.59                      | 157,120.01                        | 160,000.00                        | 160,000.00                       |                               |
| 10-44-54              | CONTRIBUTIONS                 | 5,000.00                          | 5,188.75                        | 3,813.85                          | 6,250.00                          | .00                              |                               |
| 10-44-55              | EMPLOYEE INCENTIVE PROGRAM    | 795.54                            | 9,035.51                        | 8,504.40                          | 20,000.00                         | 20,000.00                        |                               |
| 10-44-57              | TUITION ASSISTANCE            | 2,335.47                          | 6,612.63                        | 7,992.12                          | 10,000.00                         | 10,000.00                        |                               |
| 10-44-58              | CITY NEWSLETTER               | 29,277.24                         | 24,017.00                       | 9,348.62                          | 17,800.00                         | 16,400.00                        |                               |
| 10-44-59              | CASH OVER/SHORT               | 2.50                              | 1.82-                           | .19-                              | 50.00                             | 50.00                            |                               |
| 10-44-60              | SUNDRY EXPENSE                | 5,182.89                          | 5,483.48                        | 5,752.43                          | 9,000.00                          | 7,000.00                         |                               |
| 10-44-70              | CAPITAL OUTLAY                | 12,003.54                         | 17,194.00                       | .00                               | .00                               | .00                              |                               |
| 10-44-90              | INTERFUND REIMBURSEMENT       | 396,149.00-                       | 373,297.00-                     | 307,952.91-                       | 410,604.00-                       | 377,895.00-                      |                               |
| Total ADMINISTRATION: |                               | 530,256.39                        | 578,965.63                      | 586,690.18                        | 678,809.00                        | 697,362.00                       |                               |
| Net Grand Totals:     |                               | 530,256.39-                       | 578,965.63-                     | 586,690.18-                       | 678,809.00-                       | 697,362.00-                      |                               |

**ADMINISTRATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                        | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|--------------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>10-44-21 Books, subscriptions &amp; memberships</b> |           |                                        |                   |
| Prior year budget, as modified                         |           |                                        | \$ 9,000          |
| OPTIMAL SERVICE                                        |           |                                        |                   |
| MISSION & VISION CRITICAL                              |           |                                        |                   |
| SHORT-TERM SURVIVAL                                    |           |                                        |                   |
| Current estimates:                                     |           |                                        |                   |
| <b>City Manager:</b>                                   |           |                                        |                   |
| ICMA Membership                                        | \$ 400    | \$ 400                                 |                   |
| Utah Benchmarking System                               | 500       | 500                                    |                   |
| GFOA Membership                                        | 225       | 225                                    |                   |
| UMCA Membership                                        | 100       | 100                                    |                   |
| <b>Attorney:</b>                                       |           |                                        |                   |
| West Law Research                                      | 5,200     | 5,200                                  |                   |
| Bar Dues - Professional Licensing                      | 500       | 500                                    |                   |
| <b>Recorder:</b>                                       |           |                                        |                   |
| UMCA, DWMRA, IIMC                                      | 400       | 400                                    |                   |
| <b>Finance:</b>                                        |           |                                        |                   |
| AGA Membership                                         | 100       | 100                                    |                   |
| GFOA Membership                                        | 275       | 275                                    |                   |
| GFOA Financial Award Submission                        | 435       | 435                                    |                   |
| AICPA Membership                                       | 220       | 220                                    |                   |
| <b>Payroll:</b>                                        |           |                                        |                   |
| American Payroll Association                           | 220       | 220                                    |                   |
| <b>HR:</b>                                             |           |                                        |                   |
| SHRM Membership                                        | 200       | 200                                    |                   |
| Technology Net - Benchmarking                          | 350       | 350                                    |                   |
| NUHRA Membership                                       | 150       | 150                                    |                   |
| Notary                                                 | 150       | 150                                    |                   |
| PHR Membership                                         | 150       | 150                                    |                   |
| Total budget for account                               | \$ 9,575  | \$ 9,575                               | \$ -              |
| Amount changed from request                            |           |                                        | \$ (9,575)        |
| Increase/(decrease) from prior year modified budget    | \$ 575    | \$ 575                                 | \$ (9,000)        |

|                                                     |          |          |            |
|-----------------------------------------------------|----------|----------|------------|
| <b>10-44-22 Public notices</b>                      |          |          |            |
| Prior year budget, as modified                      |          |          | \$ 7,000   |
| Current estimates:                                  |          |          |            |
| Advertisements for council meetings                 | 2,000    | 2,000    |            |
| Advertisements for RFP's                            | 2,000    | 2,000    |            |
| Advertisements for job openings                     | 2,000    | 2,000    |            |
| Advertisements for town hall meetings               | 1,500    | 1,500    |            |
| Total budget for account                            | \$ 7,500 | \$ 7,500 | \$ -       |
| Amount changed from request                         |          |          | \$ (7,500) |
| Increase/(decrease) from prior year modified budget | \$ 500   | \$ 500   | \$ (7,000) |

**ADMINISTRATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|  | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|--|-----------|----------------------------------------|-------------------|
|--|-----------|----------------------------------------|-------------------|

**10-44-23 Travel & training**

Prior year budget, as modified \$ 17,950

Current estimates:

**City Manager / General Admin:**

|                                   |          |          |
|-----------------------------------|----------|----------|
| GFOA Conference                   | \$ 1,800 | \$ 1,800 |
| UCMA Conference (Spring and Fall) | \$ 1,500 | \$ 1,500 |
| ULCT Conference                   | \$ 1,000 | \$ 1,000 |
| CPE Trainings                     | \$ 700   | \$ 700   |

**Attorney:**

|                         |     |     |
|-------------------------|-----|-----|
| UMAA Conference         | 830 | 830 |
| UPC - Spring Conference | 100 | 100 |
| UMPA Conference         | 765 | 765 |
| UT Land Use             | 325 | 325 |
| Other                   | 300 | 300 |

**Recorder:**

|                                     |       |       |
|-------------------------------------|-------|-------|
| UMCA Conference                     | 750   | 750   |
| IIMC Conference                     | 1,500 | 1,500 |
| Other (recorder meetings, seminars) | 750   | 750   |

**Finance:**

|                                      |       |       |
|--------------------------------------|-------|-------|
| Caselle Software Annual Training     | 1,000 | 1,000 |
| GFOA Conferences (spring and summer) | 3,000 | 3,000 |
| AGA Conference                       | 400   | 400   |

**Human Resource:**

|                            |     |     |
|----------------------------|-----|-----|
| Cross Roads Conference     | 200 | 200 |
| HR Web/Day Trainings (3-4) | 400 | 400 |

**Payroll :**

|                                          |     |     |
|------------------------------------------|-----|-----|
| Payroll Web/Day Trainings (3-4 per year) | 400 | 400 |
| Benefits Training                        | 100 | 100 |

|                                                     |            |            |             |
|-----------------------------------------------------|------------|------------|-------------|
| Total budget for account                            | \$ 15,820  | \$ 15,820  | \$ -        |
| Amount changed from request                         |            |            | \$ (15,820) |
| Increase/(decrease) from prior year modified budget | \$ (2,130) | \$ (2,130) | \$ (17,950) |

**10-44-24 Office supplies**

Prior year budget, as modified \$ 16,500

Current estimates:

|                                               |          |          |
|-----------------------------------------------|----------|----------|
| Postage, Envelopes, Paper, Boxes, Pens Etc.   | \$ 5,000 | \$ 5,000 |
| Ink/Toner, Business cards, printing jobs      | 3,000    | 3,000    |
| Technology - copier contracts, batteries, etc | 4,000    | 4,000    |
| Post Office Supplies - receipt paper -        | 3,000    | 3,000    |

[\(See revenue acct 10-34-10 for fees collected to cover this expense\)](#)

|                                                     |            |            |             |
|-----------------------------------------------------|------------|------------|-------------|
| Total budget for account                            | \$ 15,000  | \$ 15,000  | \$ -        |
| Amount changed from request                         |            |            | \$ (15,000) |
| Increase/(decrease) from prior year modified budget | \$ (1,500) | \$ (1,500) | \$ (16,500) |

**ADMINISTRATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>10-44-26 Vehicle expense</b>                     |           |                                        |                   |
| Prior year budget, as modified                      |           |                                        | \$ 1,800          |
| Current estimates:                                  |           |                                        |                   |
| Fuel (\$100 * 12 months)                            | \$ 1,000  | \$ 1,000                               |                   |
| Oil Changes                                         | 100       | 100                                    |                   |
| Tires & Misc repairs                                | 200       | 200                                    |                   |
| Total budget for account                            | \$ 1,300  | \$ 1,300                               | \$ -              |
| Amount changed from request                         |           |                                        | \$ (1,300)        |
| Increase/(decrease) from prior year modified budget | \$ (500)  | \$ (500)                               | \$ (1,800)        |

|                                                       |          |          |            |
|-------------------------------------------------------|----------|----------|------------|
| <b>10-44-27 Utilities Expense</b>                     |          |          |            |
| Prior year budget, as modified                        |          |          | \$ 1,137   |
| Current estimates:                                    |          |          |            |
| Utilities for City Hall<br>(See memo for calculation) | \$ 1,183 | \$ 1,183 |            |
| Total budget for account                              | \$ 1,183 | \$ 1,183 | \$ -       |
| Amount changed from request                           |          |          | \$ (1,183) |
| Increase/(decrease) from prior year modified budget   | \$ 46    | \$ 46    | \$ (1,137) |

|                                                     |          |          |            |
|-----------------------------------------------------|----------|----------|------------|
| <b>10-44-28 Communications</b>                      |          |          |            |
| Prior year budget, as modified                      |          |          | \$ -       |
| Current estimates:                                  |          |          |            |
| Verizon Wireless (Cell Phones)                      | \$ 1,900 | \$ 1,900 |            |
| Cell Phone Allowance (3 employees)                  | \$ 2,340 | \$ 2,340 |            |
| Total budget for account                            | \$ 4,240 | \$ 4,240 | \$ -       |
| Amount changed from request                         |          |          | \$ (4,240) |
| Increase/(decrease) from prior year modified budget | \$ 4,240 | \$ 4,240 | \$ -       |

**ADMINISTRATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | Requested   | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-------------------------------------------------------|-------------|----------------------------------------|-------------------|
| <b>10-44-37 Professional &amp; technical services</b> |             |                                        |                   |
| Prior year budget, as modified                        |             |                                        | \$ 63,250         |
| Current estimates:                                    |             |                                        |                   |
| Code Updates and Maintenance                          | \$ 3,000    | \$ 3,000                               |                   |
| Background checks & drug screens                      | 7,500       | 7,500                                  |                   |
| Document Imaging System Annual Fee                    | 3,900       | 3,900                                  |                   |
| Financial Audit Fee                                   | 10,900      | 10,900                                 |                   |
| Ecivis - Grant System                                 | 1,950       | 1,950                                  |                   |
| GBS - Flex Admin Fee                                  | 600         | 600                                    |                   |
| Health Equity - HSA Admin Fee                         | 2,000       | 2,000                                  |                   |
| Cintas - Shredding Services                           | 1,200       | 1,200                                  |                   |
| Consulting - General                                  | 5,000       | 5,000                                  |                   |
| HR Hiring Software                                    | 3,800       | 3,800                                  |                   |
| Other                                                 | 5,000       | -                                      |                   |
| Total budget for account                              | \$ 44,850   | \$ 39,850                              | \$ -              |
| Amount changed from request                           |             |                                        | \$ (44,850)       |
| Increase/(decrease) from prior year modified budget   | \$ (18,400) | \$ (23,400)                            | \$ (63,250)       |

|                                                     |             |             |             |
|-----------------------------------------------------|-------------|-------------|-------------|
| <b>10-44-38 Legal fees</b>                          |             |             |             |
| Prior year budget, as modified                      |             |             | \$ 15,000   |
| Current estimates:                                  |             |             |             |
| Consultation (as needed)                            | \$ 5,000    | \$ 5,000    |             |
| Total budget for account                            | \$ 5,000    | \$ 5,000    | \$ -        |
| Amount changed from request                         |             |             | \$ (5,000)  |
| Increase/(decrease) from prior year modified budget | \$ (10,000) | \$ (10,000) | \$ (15,000) |

|                                                     |             |             |             |
|-----------------------------------------------------|-------------|-------------|-------------|
| <b>10-44-39 Election expenses</b>                   |             |             |             |
| Prior year budget, as modified                      |             |             | \$ 20,000   |
| Current estimates:                                  |             |             |             |
| Total budget for account                            | \$ -        | \$ -        | \$ -        |
| Amount changed from request                         |             |             | \$ -        |
| Increase/(decrease) from prior year modified budget | \$ (20,000) | \$ (20,000) | \$ (20,000) |

**ADMINISTRATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>10-44-51 Insurance</b>                           |            |                                        |                   |
| Prior year budget, as modified                      |            |                                        | \$ 160,000        |
| Current estimates:                                  |            |                                        |                   |
| General Liability Insurance                         | 80,500     | 80,500                                 |                   |
| Property Insurance                                  | 41,500     | 41,500                                 |                   |
| Auto Insurance                                      | 35,000     | 35,000                                 |                   |
| Bonds for employees                                 | 3,000      | 3,000                                  |                   |
| Total budget for account                            | \$ 160,000 | \$ 160,000                             | \$ -              |
| Amount changed from request                         |            |                                        | \$ (160,000)      |
| Increase/(decrease) from prior year modified budget | \$ -       | \$ -                                   | \$ (160,000)      |
| <b>10-44-55 Employee Incentive Program</b>          |            |                                        |                   |
| Prior year budget, as modified                      |            |                                        | \$ 20,000         |
| Current estimates:                                  |            |                                        |                   |
| Incentive Program                                   | \$ 10,000  | \$ 10,000                              |                   |
| Emergency Supplies Reimbursement                    | \$ 10,000  | \$ 10,000                              |                   |
| Total budget for account                            | \$ 20,000  | \$ 20,000                              | \$ -              |
| Amount changed from request                         |            |                                        | \$ (20,000)       |
| Increase/(decrease) from prior year modified budget | \$ -       | \$ -                                   | \$ (20,000)       |
| <b>10-44-57 Tuition assistance</b>                  |            |                                        |                   |
| Prior year budget, as modified                      |            |                                        | \$ 10,000         |
| Current estimates:                                  |            |                                        |                   |
| Tuition assistance                                  | \$ 10,000  | \$ 10,000                              |                   |
| Total budget for account                            | \$ 10,000  | \$ 10,000                              | \$ -              |
| Amount changed from request                         |            |                                        | \$ (10,000)       |
| Increase/(decrease) from prior year modified budget | \$ -       | \$ -                                   | \$ (10,000)       |

**ADMINISTRATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested                                                                   | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------------------------------------------------------------------------|----------------------------------------|-------------------|
| <b>10-44-58 City Newsletter</b>                     |                                                                             |                                        |                   |
| Prior year budget, as modified                      |                                                                             |                                        | \$ 17,800         |
| Current estimates:                                  |                                                                             |                                        |                   |
| City newsletter Bi-monthly (700* 12)                | \$ 8,400                                                                    | \$ 8,400                               |                   |
| Utility Bill Advertisements                         | 8,000                                                                       | 8,000                                  |                   |
|                                                     | <i>(See revenue acct 10-36-92 for fees collected to cover this expense)</i> |                                        |                   |
| Total budget for account                            | \$ 16,400                                                                   | \$ 16,400                              | \$ -              |
| Amount changed from request                         |                                                                             |                                        | \$ (16,400)       |
| Increase/(decrease) from prior year modified budget | \$ (1,400)                                                                  | \$ (1,400)                             | \$ (17,800)       |
| <b>10-44-59 Cash over/short</b>                     |                                                                             |                                        |                   |
| Prior year budget, as modified                      |                                                                             |                                        | \$ 50             |
| Current estimates:                                  |                                                                             |                                        |                   |
|                                                     | \$ 50                                                                       | \$ 50                                  |                   |
| Total budget for account                            | \$ 50                                                                       | \$ 50                                  | \$ -              |
| Amount changed from request                         |                                                                             |                                        | \$ (50)           |
| Increase/(decrease) from prior year modified budget | \$ -                                                                        | \$ -                                   | \$ (50)           |
| <b>10-44-60 Sundry</b>                              |                                                                             |                                        |                   |
| Prior year budget, as modified                      |                                                                             |                                        | \$ 9,000          |
| Current estimates:                                  |                                                                             |                                        |                   |
| Christmas Party                                     | \$ 2,500                                                                    | \$ 2,500                               |                   |
| Summer Party                                        | 2,000                                                                       | 2,000                                  |                   |
| Wellness program                                    | 2,000                                                                       | 2,000                                  |                   |
| Employee Awards                                     | 500                                                                         | 500                                    |                   |
| Total budget for account                            | \$ 7,000                                                                    | \$ 7,000                               | \$ -              |
| Amount changed from request                         |                                                                             |                                        | \$ (7,000)        |
| Increase/(decrease) from prior year modified budget | \$ (2,000)                                                                  | \$ (2,000)                             | \$ (9,000)        |
| <b>10-44-90 Interfund Reimbursements</b>            |                                                                             |                                        |                   |
| Prior year budget, as modified                      |                                                                             |                                        | \$ -              |
| Current estimates:                                  |                                                                             |                                        |                   |
| Admin wages & oper. reimb. from Utility Funds       | \$ (377,895)                                                                | \$ (377,895)                           |                   |
| Total budget for account                            | \$ (377,895)                                                                | \$ (377,895)                           | \$ -              |
| Amount changed from request                         |                                                                             |                                        | \$ 377,895        |
| Increase/(decrease) from prior year modified budget | \$ (377,895)                                                                | \$ (377,895)                           | \$ -              |
| <b>Total expenditures</b>                           |                                                                             |                                        |                   |
| Prior year budget, as modified                      |                                                                             |                                        | \$ 368,487        |
| Total budget for expenditures                       | \$ 317,918                                                                  | \$ 312,918                             | \$ -              |
| Amount changed from request                         |                                                                             |                                        | \$ (317,918)      |
| Increase/(decrease) from prior year modified budget | \$ (50,569)                                                                 | \$ (55,569)                            | \$ (368,487)      |

| Account Number              | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-----------------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>BUILDING MAINTENANCE</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-51-10                    | OVERTIME                      | 2,858.88                          | 2,589.31                        | 412.88                            | 2,000.00                          | 2,000.00                         |                               |
| 10-51-11                    | PERMANENT EMPLOYEE WAGES      | 31,912.15                         | 34,484.64                       | 29,839.88                         | 35,514.00                         | 41,045.00                        |                               |
| 10-51-12                    | PART-TIME WAGES               | .00                               | 17,721.84                       | 13,078.30                         | 17,602.00                         | 17,866.00                        |                               |
| 10-51-13                    | EMPLOYEE BENEFITS             | 27,142.43                         | 30,420.85                       | 22,870.66                         | 31,053.00                         | 32,943.00                        |                               |
| 10-51-15                    | UNIFORMS                      | 438.98                            | 471.52                          | 807.60                            | 1,000.00                          | 1,000.00                         |                               |
| 10-51-23                    | TRAVEL & TRAINING             | 981.08                            | 990.00                          | 425.00                            | 3,500.00                          | 3,075.00                         |                               |
| 10-51-26                    | VEHICLE MAINTENANCE           | 2,282.60                          | 2,848.13                        | 895.88                            | 3,000.00                          | 3,000.00                         |                               |
| 10-51-27                    | UTILITIES                     | 136,983.87                        | 128,903.85                      | 103,222.13                        | 140,000.00                        | 140,250.00                       |                               |
| 10-51-28                    | COMMUNICATIONS                | 46,552.38                         | 78,265.04                       | 46,169.95                         | 52,000.00                         | 1,400.00                         |                               |
| 10-51-30                    | BUILDING & GROUND MAINTENANCE | 100,791.63                        | 102,704.34                      | 82,916.68                         | 122,250.00                        | 142,000.00                       |                               |
| 10-51-37                    | PROFESSIONAL & TECH SERVICES  | 18,408.00                         | 18,783.00                       | 16,717.00                         | 32,000.00                         | 32,000.00                        |                               |
| 10-51-60                    | SUNDRY                        | 479.56                            | 481.48                          | 49.11                             | 500.00                            | 500.00                           |                               |
| 10-51-90                    | INTERFUND REIMBURSEMENT       | 41,517.00-                        | 56,724.00-                      | 42,066.00-                        | 56,088.00-                        | 88,789.00-                       |                               |
| Total BUILDING MAINTENANCE: |                               | 327,314.56                        | 361,940.00                      | 275,339.07                        | 384,331.00                        | 328,290.00                       |                               |
| Net Grand Totals:           |                               | 327,314.56-                       | 361,940.00-                     | 275,339.07-                       | 384,331.00-                       | 328,290.00-                      |                               |

**BUILDING MAINTENANCE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>10-51-15 Uniforms</b>                            |           |                                        |                   |
| Prior year budget, as modified                      |           |                                        | \$ 1,000          |
| OPTIMAL SERVICE                                     |           |                                        |                   |
| MISSION & VISION CRITICAL                           |           |                                        |                   |
| SHORT-TERM SURVIVAL                                 |           |                                        |                   |
| Current estimates:                                  |           |                                        |                   |
| Uniforms (2 employees)                              | 1,000     | 1,000                                  |                   |
| Uniforms (new Fac. Maint. Super)                    | 500       | -                                      |                   |
| Total budget for account                            | \$ 1,500  | \$ 1,000                               | \$ -              |
| Amount changed from request                         |           |                                        | \$ (1,500)        |
| Increase/(decrease) from prior year modified budget | \$ 500    | \$ -                                   | \$ (1,000)        |

|                                                     |          |          |            |
|-----------------------------------------------------|----------|----------|------------|
| <b>10-51-23 Travel &amp; Training</b>               |          |          |            |
| Prior year budget, as modified                      |          |          | \$ 3,500   |
| Current estimates:                                  |          |          |            |
| Backflow - 50% for new position                     | \$ 600   | \$ 300   |            |
| Electrical Training - 50% for new position          | 800      | 400      |            |
| OSHA 30 - 50% for new position                      | 900      | 450      |            |
| HVAC Training - 50% for new position                | 1,850    | 925      |            |
| FMP Certification - 50% for new position            | 2,000    | 1,000    |            |
| Total budget for account                            | \$ 6,150 | \$ 3,075 | \$ -       |
| Amount changed from request                         |          |          | \$ (6,150) |
| Increase/(decrease) from prior year modified budget | \$ 2,650 | \$ (425) | \$ (3,500) |

|                                                     |           |          |             |
|-----------------------------------------------------|-----------|----------|-------------|
| <b>10-51-26 Vehicle Maintenance</b>                 |           |          |             |
| Prior year budget, as modified                      |           |          | \$ 3,000    |
| Current estimates:                                  |           |          |             |
| Fuel                                                | \$ 1,500  | \$ 1,500 |             |
| Fuel - new vehicle for Fac. Maint. Super.           | 750       | -        |             |
| New Vehicle - Fac. Maintenance Sup.                 | 40,000    | -        |             |
| Repairs, Oil Changes, Maint., Tires                 | 1,500     | 1,500    |             |
| Repairs, Oil Changes, Maint. - new vehicle          | 250       | -        |             |
| Total budget for account                            | \$ 44,000 | \$ 3,000 | \$ -        |
| Amount changed from request                         |           |          | \$ (44,000) |
| Increase/(decrease) from prior year modified budget | \$ 41,000 | \$ -     | \$ (3,000)  |

**BUILDING MAINTENANCE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>10-51-27 Utilities</b>                           |            |                                        |                   |
| Prior year budget, as modified                      |            |                                        | \$ 140,000        |
| Current estimates:                                  |            |                                        |                   |
| Utilities - RMP and Questar for all buildings       | \$ 132,000 | \$ 132,000                             |                   |
| Alarm Monitoring, Elevator Monitoring               | 8,250      | 8,250                                  |                   |
| Total budget for account                            | \$ 140,250 | \$ 140,250                             | \$ -              |
| Amount changed from request                         |            |                                        | \$ (140,250)      |
| Increase/(decrease) from prior year modified budget | \$ 250     | \$ 250                                 | \$ (140,000)      |

|                                                     |             |             |             |
|-----------------------------------------------------|-------------|-------------|-------------|
| <b>10-51-28 Communications</b>                      |             |             |             |
| Prior year budget, as modified                      |             |             | \$ 52,000   |
| Current estimates:                                  |             |             |             |
| Verizon Wireless (Cell Phone - one employee)        | 1,400       | 1,400       |             |
| Cell Phone for Fac. Maint. Super                    | 720         | -           |             |
| Total budget for account                            | \$ 2,120    | \$ 1,400    | \$ -        |
| Amount changed from request                         |             |             | \$ (2,120)  |
| Increase/(decrease) from prior year modified budget | \$ (49,880) | \$ (50,600) | \$ (52,000) |

|                                                     |            |            |              |
|-----------------------------------------------------|------------|------------|--------------|
| <b>10-51-30 Building &amp; grounds maintenance</b>  |            |            |              |
| Prior year budget, as modified                      |            |            | \$ 122,250   |
| Current estimates:                                  |            |            |              |
| Led light conversion                                | 16,000     | 16,000     |              |
| General building maintenance                        | 74,500     | 74,500     |              |
| Community Center floor finish                       | 10,000     | 10,000     |              |
| Generator Maintenance                               | 6,000      | 6,000      |              |
| Parking lot maintenance                             | 15,000     | 15,000     |              |
| Parking Lot salt                                    | 1,000      | 1,000      |              |
| Fire supression systems (all buildings)             | 3,500      | 3,500      |              |
| City Hall Concrete repair                           | 10,000     | 10,000     |              |
| Generator Fuel                                      | 1,000      | 1,000      |              |
| Landscape Maint. (City Hall, Comm. Center, etc.)    | 5,000      | 5,000      |              |
| Total budget for account                            | \$ 142,000 | \$ 142,000 | \$ -         |
| Amount changed from request                         |            |            | \$ (142,000) |
| Increase/(decrease) from prior year modified budget | \$ 19,750  | \$ 19,750  | \$ (122,250) |

**BUILDING MAINTENANCE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-51-37 Professional &amp; technical services</b> |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ 32,000                 |
| Current estimates:                                    |                  |                                                |                           |
| Janitorial services                                   | 32,000           | 32,000                                         |                           |
| Total budget for account                              | \$ 32,000        | \$ 32,000                                      | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ (32,000)               |
| Increase/(decrease) from prior year modified budget   | \$ -             | \$ -                                           | \$ (32,000)               |
| <b>10-51-60 Sundry</b>                                |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ 500                    |
| Current estimates:                                    |                  |                                                |                           |
|                                                       | 500              | 500                                            |                           |
| Total budget for account                              | \$ 500           | \$ 500                                         | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget   | \$ -             | \$ -                                           | \$ (500)                  |
| <b>10-51-90 Interfund Reimbursements</b>              |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ (56,088)               |
| Current estimates:                                    |                  |                                                |                           |
| Building wages & oper. reimb. from Utility Funds      | \$ (103,302)     | \$ (103,302)                                   |                           |
| Total budget for account                              | \$ (103,302)     | \$ (103,302)                                   | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ 103,302                |
| Increase/(decrease) from prior year modified budget   | \$ (47,214)      | \$ (47,214)                                    | \$ 56,088                 |
| <b>Total expenditures</b>                             |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ 354,250                |
| Total budget for expenditures                         | \$ 368,520       | \$ 323,225                                     | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ (368,520)              |
| Increase/(decrease) from prior year modified budget   | \$ 14,270        | \$ (31,025)                                    | \$ (354,250)              |

| Account Number                            | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-------------------------------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>COMMUNITY&amp;ECONOMIC DEVELOPMENT</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-52-10                                  | OVERTIME                      | 3,378.74                          | 3,100.59                        | 8,453.82                          | 5,000.00                          | 5,000.00                         |                               |
| 10-52-11                                  | PERMANENT EMPLOYEE WAGES      | 344,069.41                        | 377,903.10                      | 317,298.39                        | 404,297.00                        | 422,197.00                       |                               |
| 10-52-12                                  | PART-TIME WAGES               | 8,400.00                          | 8,117.22                        | 21,722.95                         | 33,161.00                         | 33,161.00                        |                               |
| 10-52-13                                  | EMPLOYEE BENEFITS             | 192,804.81                        | 203,909.48                      | 177,954.22                        | 244,980.00                        | 252,047.00                       |                               |
| 10-52-21                                  | BOOKS, SUBSCRIPTS & MEMBERSHI | 4,049.01                          | 3,168.49                        | 2,836.68                          | 4,010.00                          | 6,107.00                         |                               |
| 10-52-22                                  | PUBLIC NOTICES                | 1,577.92                          | 1,224.25                        | 1,190.46                          | 1,200.00                          | 1,560.00                         |                               |
| 10-52-23                                  | TRAVEL & TRAINING             | 13,583.95                         | 15,651.27                       | 6,913.72                          | 13,075.00                         | 20,075.00                        |                               |
| 10-52-24                                  | OFFICE SUPPLIES               | 4,236.79                          | 3,905.51                        | 3,425.07                          | 4,110.00                          | 5,100.00                         |                               |
| 10-52-25                                  | EQUIPMENT SUPPLIES & MAINT    | 4,094.40                          | 12,382.76                       | 6,797.57                          | 9,080.00                          | 9,823.00                         |                               |
| 10-52-26                                  | VEHICLE EXPENSES              | 2,787.34                          | 2,811.87                        | 4,359.18                          | 6,200.00                          | 6,500.00                         |                               |
| 10-52-28                                  | COMMUNICATIONS                | 3,108.42                          | 3,110.86                        | 2,975.96                          | 2,600.00                          | 4,200.00                         |                               |
| 10-52-29                                  | ORDINANCE ENFORCEMENT         | .00                               | .00                             | 1,832.93                          | 6,500.00                          | 6,500.00                         |                               |
| 10-52-37                                  | PROFESSIONAL & TECH SERVICES  | 11,536.57                         | 12,965.78                       | 13,324.99                         | 30,500.00                         | 18,000.00                        |                               |
| 10-52-40                                  | FARMERS MARKET                | .00                               | 3,143.26                        | 2,037.22                          | 4,500.00                          | 12,440.00                        |                               |
| 10-52-60                                  | SUNDRY                        | 63.00                             | .00                             | 37.00                             | 100.00                            | 500.00                           |                               |
| 10-52-65                                  | GRANT FUNDED EXPENSES         | 3,899.50                          | 5,230.00                        | 2,383.70                          | 5,000.00                          | 5,002.00                         |                               |
| 10-52-90                                  | INTERFUND REIMBURSEMENT       | 90,603.00-                        | 107,983.00-                     | 86,502.78-                        | 115,337.00-                       | 104,166.00-                      |                               |
| Total COMMUNITY&ECONOMIC DEVELOPMENT:     |                               | 506,986.86                        | 548,641.44                      | 487,041.08                        | 658,976.00                        | 704,046.00                       |                               |
| Net Grand Totals:                         |                               | 506,986.86-                       | 548,641.44-                     | 487,041.08-                       | 658,976.00-                       | 704,046.00-                      |                               |

**COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                        | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|--------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-52-21 Books, subscriptions &amp; memberships</b> |                  |                                                |                           |
| Prior year budget, as modified                         |                  |                                                | \$ <u>4,010</u>           |
| OPTIMAL SERVICE                                        |                  |                                                |                           |
| MISSION & VISION CRITICAL                              |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                    |                  |                                                |                           |
| Current estimates:                                     |                  |                                                |                           |
| Code books                                             | 3,000            | 3,000                                          |                           |
| Building memberships                                   | 750              | 750                                            |                           |
| UBLA/UCMA memberships                                  | 100              | 100                                            |                           |
| APA membership (N & R)                                 | 507              | 507                                            |                           |
| ICSC Membership                                        | 150              | 150                                            |                           |
| Licenses for State of Utah/Certs                       | 300              | 300                                            |                           |
| Davis Chamber Dues                                     | 600              | 600                                            |                           |
| Building Inspector Certifications                      | 700              | 700                                            |                           |
| Total budget for account                               | \$ <u>6,107</u>  | \$ <u>6,107</u>                                | \$ -                      |
| Amount changed from request                            |                  |                                                | \$ (6,107)                |
| Increase/(decrease) from prior year modified budget    | \$ 2,097         | \$ 2,097                                       | \$ (4,010)                |
| <b>10-52-22 Public notices</b>                         |                  |                                                |                           |
| Prior year budget, as modified                         |                  |                                                | \$ <u>1,200</u>           |
| Current estimates:                                     |                  |                                                |                           |
| Public Hearings - Planning Commission                  | \$ 1,560         | \$ 1,560                                       |                           |
| Total budget for account                               | \$ <u>1,560</u>  | \$ <u>1,560</u>                                | \$ -                      |
| Amount changed from request                            |                  |                                                | \$ (1,560)                |
| Increase/(decrease) from prior year modified budget    | \$ 360           | \$ 360                                         | \$ (1,200)                |
| <b>10-52-23 Travel &amp; training</b>                  |                  |                                                |                           |
| Prior year budget, as modified                         |                  |                                                | \$ <u>13,075</u>          |
| Current estimates:                                     |                  |                                                |                           |
| ULCT annual conference (Staff & 2 PC Member)           | \$ 700           | \$ 700                                         |                           |
| UAPA conference (Staff & 2 PC Members)                 | \$ 700           | \$ 700                                         |                           |
| Mileage                                                | \$ 500           | \$ 500                                         |                           |
| CD Training-APA/UBLA/UCMA (5 individuals)              | \$ 5,000         | \$ 5,000                                       |                           |
| IAEI conference (electrical)                           | \$ 675           | \$ 675                                         |                           |
| Icc conference (building)                              | \$ 2,500         | \$ 2,500                                       |                           |
| Building Inspector Training-local                      | \$ 1,000         | \$ 1,000                                       |                           |
| ICSC                                                   | \$ 2,000         | \$ 2,000                                       |                           |
| Promotion of city                                      | \$ 5,000         | \$ 5,000                                       |                           |
| EDFP                                                   | \$ 2,000         | \$ 2,000                                       |                           |
| Total budget for account                               | \$ <u>20,075</u> | \$ <u>20,075</u>                               | \$ -                      |
| Amount changed from request                            |                  |                                                | \$ (20,075)               |
| Increase/(decrease) from prior year modified budget    | \$ 7,000         | \$ 7,000                                       | \$ (13,075)               |

**COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u>       | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------------|------------------------------------------------|---------------------------|
| <b>10-52-24 Office supplies</b>                       |                        |                                                |                           |
| Prior year budget, as modified                        |                        |                                                | \$ <u><u>4,110</u></u>    |
| Current estimates:                                    |                        |                                                |                           |
| Desktop printer ink cartridges                        | 300                    | 300                                            |                           |
| General office supplies                               | 2,000                  | 2,000                                          |                           |
| Postage                                               | 2,000                  | 2,000                                          |                           |
| Office equipment                                      | 500                    | 500                                            |                           |
| Printer Debbie                                        | 300                    | 300                                            |                           |
|                                                       | <u>5,100</u>           | <u>5,100</u>                                   |                           |
| Total budget for account                              | \$ <u><u>5,100</u></u> | \$ <u><u>5,100</u></u>                         | \$ -                      |
| Amount changed from request                           |                        |                                                | \$ (5,100)                |
| Increase/(decrease) from prior year modified budget   | \$ 990                 | \$ 990                                         | \$ (4,110)                |
| <b>10-52-25 Equipment, supplies &amp; maintenance</b> |                        |                                                |                           |
| Prior year budget, as modified                        |                        |                                                | \$ <u><u>9,080</u></u>    |
| Current estimates:                                    |                        |                                                |                           |
| Misc. equipment                                       | \$ 2,000               | \$ 2,000                                       |                           |
| Software programs for department                      | 1,000                  | 1,000                                          |                           |
| Clothing/Uniform (2 inspectors)                       | 1,000                  | 1,000                                          |                           |
| Clothing/Uniform (Code Enforcement)                   | 500                    | 500                                            |                           |
| IWORQ's System                                        | 5,323                  | 5,323                                          |                           |
|                                                       | <u>9,823</u>           | <u>9,823</u>                                   |                           |
| Total budget for account                              | \$ <u><u>9,823</u></u> | \$ <u><u>9,823</u></u>                         | \$ -                      |
| Amount changed from request                           |                        |                                                | \$ (9,823)                |
| Increase/(decrease) from prior year modified budget   | \$ 743                 | \$ 743                                         | \$ (9,080)                |
| <b>10-52-26 Vehicle maintenance</b>                   |                        |                                                |                           |
| Prior year budget, as modified                        |                        |                                                | \$ <u><u>6,200</u></u>    |
| Current estimates:                                    |                        |                                                |                           |
| Fuel (2 inspectors)                                   | \$ 5,500               | \$ 5,500                                       |                           |
| Maint & repairs (Oil change, tires, etc)              | 1,000                  | 1,000                                          |                           |
|                                                       | <u>6,500</u>           | <u>6,500</u>                                   |                           |
| Total budget for account                              | \$ <u><u>6,500</u></u> | \$ <u><u>6,500</u></u>                         | \$ -                      |
| Amount changed from request                           |                        |                                                | \$ (6,500)                |
| Increase/(decrease) from prior year modified budget   | \$ 300                 | \$ 300                                         | \$ (6,200)                |
| <b>10-52-28 Communications</b>                        |                        |                                                |                           |
| Prior year budget, as modified                        |                        |                                                | \$ <u><u>2,600</u></u>    |
| Current estimates:                                    |                        |                                                |                           |
| Cell phones                                           | \$ 4,200               | \$ 4,200                                       |                           |
|                                                       | <u>4,200</u>           | <u>4,200</u>                                   |                           |
| Total budget for account                              | \$ <u><u>4,200</u></u> | \$ <u><u>4,200</u></u>                         | \$ -                      |
| Amount changed from request                           |                        |                                                | \$ (4,200)                |
| Increase/(decrease) from prior year modified budget   | \$ 1,600               | \$ 1,600                                       | \$ (2,600)                |

**COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-52-29 Ordinance enforcement</b>                                 |                  |                                                |                           |
| Prior year budget, as modified                                        |                  |                                                | \$ <u>6,500</u>           |
| Current estimates:                                                    |                  |                                                |                           |
| Weed Clearing, Snow removal, etc                                      | 6,500            | 6,500                                          |                           |
| (See revenue acct 10-34-58 for fees collected to cover this expense)  |                  |                                                |                           |
| Total budget for account                                              | \$ <u>6,500</u>  | \$ <u>6,500</u>                                | \$ -                      |
| Amount changed from request                                           |                  |                                                | \$ (6,500)                |
| Increase/(decrease) from prior year modified budget                   | \$ -             | \$ -                                           | \$ (6,500)                |
| <b>10-52-37 Professional &amp; technical services</b>                 |                  |                                                |                           |
| Prior year budget, as modified                                        |                  |                                                | \$ <u>30,500</u>          |
| Current estimates:                                                    |                  |                                                |                           |
| Technical survey reviews<br>(surveying costs, traffic study, geotech) | \$ 8,000         | \$ 8,000                                       |                           |
| Feasibility Study                                                     | 10,000           | 10,000                                         |                           |
| Total budget for account                                              | \$ <u>18,000</u> | \$ <u>18,000</u>                               | \$ -                      |
| Amount changed from request                                           |                  |                                                | \$ (18,000)               |
| Increase/(decrease) from prior year modified budget                   | \$ (12,500)      | \$ (12,500)                                    | \$ (30,500)               |
| <b>10-52-40 Farmer's Market</b>                                       |                  |                                                |                           |
| Prior year budget, as modified                                        |                  |                                                | \$ <u>4,500</u>           |
| Current estimates:                                                    |                  |                                                |                           |
| Marketing                                                             | 3,000            | 3,000                                          |                           |
| Entertainment                                                         | 8,840            | 8,840                                          |                           |
| EBT Wireless Service                                                  | 100              | 100                                            |                           |
| Supplies                                                              | 500              | 500                                            |                           |
| Total budget for account                                              | \$ <u>12,440</u> | \$ <u>12,440</u>                               | \$ -                      |
| Amount changed from request                                           |                  |                                                | \$ (12,440)               |
| Increase/(decrease) from prior year modified budget                   | \$ 7,940         | \$ 7,940                                       | \$ (4,500)                |
| <b>10-52-60 Sundry</b>                                                |                  |                                                |                           |
| Prior year budget, as modified                                        |                  |                                                | \$ <u>100</u>             |
| Current estimates:                                                    |                  |                                                |                           |
| Planning commission supplies                                          | \$ 500           | \$ 500                                         |                           |
| Total budget for account                                              | \$ <u>500</u>    | \$ <u>500</u>                                  | \$ -                      |
| Amount changed from request                                           |                  |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget                   | \$ 400           | \$ 400                                         | \$ (100)                  |

**COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>10-52-65 Grant Funded Expenditures</b>           |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | <u>\$ 5,000</u>           |
| Current estimates:                                  |                     |                                                |                           |
| Economic Development Grant                          | 5,002               | 5,002                                          |                           |
| Total budget for account                            | <u>\$ 5,002</u>     | <u>\$ 5,002</u>                                | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (5,002)                |
| Increase/(decrease) from prior year modified budget | \$ 2                | \$ 2                                           | \$ (5,000)                |
| <b>10-52-90 Interfund Reimbursements</b>            |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | <u>\$ (115,337)</u>       |
| Current estimates:                                  |                     |                                                |                           |
| DCED wages & oper. reimb. from Utility Funds        | (104,166)           | (104,166)                                      |                           |
| Total budget for account                            | <u>\$ (104,166)</u> | <u>\$ (104,166)</u>                            | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ 104,166                |
| Increase/(decrease) from prior year modified budget | \$ 11,171           | \$ 11,171                                      | \$ 115,337                |
| <b>Total expenditures</b>                           |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | <u>\$ (32,962)</u>        |
| Total budget for expenditures                       | <u>\$ 95,807</u>    | <u>\$ 95,807</u>                               | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (95,807)               |
| Increase/(decrease) from prior year modified budget | \$ 128,769          | \$ 128,769                                     | \$ 32,962                 |

| Account Number           | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|--------------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>POLICE DEPARTMENT</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 10-53-10                 | OVERTIME                      | 71,659.74                         | 74,263.39                       | 65,415.66                         | 80,000.00                         | 75,000.00                        |                               |
| 10-53-11                 | PERMANENT EMPLOYEE WAGES      | 1,011,131.27                      | 987,016.84                      | 906,140.80                        | 1,093,187.00                      | 1,236,626.00                     |                               |
| 10-53-12                 | PART-TIME WAGES               | 100,206.38                        | 108,485.20                      | 93,417.97                         | 96,802.00                         | 96,958.00                        |                               |
| 10-53-13                 | EMPLOYEE BENEFITS             | 732,112.86                        | 749,077.31                      | 668,486.45                        | 826,414.00                        | 912,395.00                       |                               |
| 10-53-15                 | UNIFORMS                      | 17,551.44                         | 14,772.51                       | 10,074.80                         | 14,700.00                         | 15,420.00                        |                               |
| 10-53-21                 | BOOKS, SUBSCRIPTS & MEMBERSHI | 22,273.99                         | 22,378.55                       | 20,403.49                         | 23,050.00                         | 25,163.00                        |                               |
| 10-53-23                 | TRAVEL & TRAINING             | 23,424.80                         | 20,131.66                       | 14,273.10                         | 24,500.00                         | 24,850.00                        |                               |
| 10-53-24                 | OFFICE SUPPLIES               | 8,642.06                          | 9,173.01                        | 6,474.13                          | 13,750.00                         | 13,583.00                        |                               |
| 10-53-25                 | EQUIPMENT SUPPLIES & MAINT    | 46,730.61                         | 25,793.41                       | 13,685.42                         | 30,500.00                         | 32,450.00                        |                               |
| 10-53-26                 | VEHICLE MAINTENANCE           | 69,762.53                         | 69,527.26                       | 25,451.33                         | 76,200.00                         | 63,650.00                        |                               |
| 10-53-27                 | UTILITIES                     | 670.00                            | 701.00                          | .00                               | 737.00                            | 773.00                           |                               |
| 10-53-28                 | COMMUNICATIONS                | 32,072.79                         | 29,057.85                       | 20,737.83                         | 31,500.00                         | 32,385.00                        |                               |
| 10-53-29                 | ORDINANCE ENFORCEMENT         | 5,139.18                          | 4,276.99                        | .00                               | .00                               | .00                              |                               |
| 10-53-37                 | PRO & TECH - ANIMAL CONTROL   | 42,942.72                         | 43,166.76                       | 22,186.14                         | 46,000.00                         | 54,755.00                        |                               |
| 10-53-38                 | PRO & TECH - DISPATCH         | 57,973.00                         | 60,646.00                       | 41,831.00                         | 42,000.00                         | 44,100.00                        |                               |
| 10-53-65                 | LIQOUR FUND EXPENDITURES      | 23,000.00                         | 16,586.19                       | .00                               | 17,000.00                         | 17,000.00                        |                               |
| 10-53-69                 | GRANT FUNDED EXPENDITURES     | 42,278.69                         | 12,168.06                       | 4,217.60                          | 25,450.00                         | 17,075.00                        |                               |
| Total POLICE DEPARTMENT: |                               | 2,307,572.06                      | 2,247,221.99                    | 1,912,795.72                      | 2,441,790.00                      | 2,662,183.00                     |                               |
| Net Grand Totals:        |                               | 2,307,572.06-                     | 2,247,221.99-                   | 1,912,795.72-                     | 2,441,790.00-                     | 2,662,183.00-                    |                               |

**POLICE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>10-53-15 Uniforms</b>                            |           |                                        |                   |
| Prior year budget, as modified                      |           |                                        | \$ 14,700         |
| OPTIMAL SERVICE                                     |           |                                        |                   |
| MISSION & VISION CRITICAL                           |           |                                        |                   |
| SHORT-TERM SURVIVAL                                 |           |                                        |                   |
| Current estimates:                                  |           |                                        |                   |
| Clothing allowance (20 @ 720.00)                    | \$ 14,400 | \$ 14,400                              |                   |
| Clothing allowance (3 new officers@ 720.00)         | \$ 2,160  | \$ 720                                 |                   |
| Volunteers                                          | 300       | 300                                    |                   |
| Total budget for account                            | \$ 16,860 | \$ 15,420                              | \$ -              |
| Amount changed from request                         |           |                                        | \$ (16,860)       |
| Increase/(decrease) from prior year modified budget | \$ 2,160  | \$ 720                                 | \$ (14,700)       |

**10-53-21 Books, subscriptions & memberships**

|                                                     |           |           |             |
|-----------------------------------------------------|-----------|-----------|-------------|
| Prior year budget, as modified                      |           |           | \$ 23,050   |
| Current estimates:                                  |           |           |             |
| Spillman annual fee                                 | \$ 11,450 | \$ 11,450 |             |
| DARE materials                                      | \$ 6,000  | \$ 6,000  |             |
| Criminal Code books (4 X\$25.00)                    | \$ 100    | \$ 100    |             |
| RMIN                                                | \$ 100    | \$ 100    |             |
| Utah Chiefs / DCLEAA / FBI Associations             | \$ 750    | \$ 750    |             |
| Pawn Access Fee                                     | \$ 60     | \$ 60     |             |
| Pawn Access Fee (3 new officers)                    | \$ 9      | \$ 3      |             |
| Lexipol (Policy/Procedures/DTBs)                    | \$ 5,000  | \$ 5,000  |             |
| New hire polygraphs (6 x \$150.00)                  | \$ 300    | \$ 300    |             |
| New hire polygraphs (3 new officers)                | \$ 900    | \$ 300    |             |
| IACP                                                | \$ 1,100  | \$ 1,100  |             |
| Total budget for account                            | \$ 25,769 | \$ 25,163 | \$ -        |
| Amount changed from request                         |           |           | \$ (25,769) |
| Increase/(decrease) from prior year modified budget | \$ 2,719  | \$ 2,113  | \$ (23,050) |

**POLICE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>10-53-23 Travel &amp; training</b>               |           |                                        |                   |
| Prior year budget, as modified                      |           |                                        | \$ 24,500         |
| Current estimates:                                  |           |                                        |                   |
| Firearms training/supplies                          | \$ 7,000  | \$ 7,000                               |                   |
| Firearms training/supplies (3 new officers)         | \$ 1,050  | \$ 350                                 |                   |
| Patrol Training                                     | 7,500     | 7,500                                  |                   |
| Administration Training                             | 3,000     | 3,000                                  |                   |
| Support Services Training                           | 7,000     | 7,000                                  |                   |
| Total budget for account                            | \$ 25,550 | \$ 24,850                              | \$ -              |
| Amount changed from request                         |           |                                        | \$ (25,550)       |
| Increase/(decrease) from prior year modified budget | \$ 1,050  | \$ 350                                 | \$ (24,500)       |

|                                                     |           |           |             |
|-----------------------------------------------------|-----------|-----------|-------------|
| <b>10-53-24 Office supplies</b>                     |           |           |             |
| Prior year budget, as modified                      |           |           | \$ 13,750   |
| Current estimates:                                  |           |           |             |
| Office materials                                    | \$ 5,500  | \$ 5,500  |             |
| Postage                                             | 500       | 500       |             |
| Paper                                               | 1,250     | 1,250     |             |
| Literature & public outreach                        | 1,500     | 1,500     |             |
| Awards & plaques                                    | 2,000     | 2,000     |             |
| Awards & plaques (3 new officers)                   | 250       | 83        |             |
| Printed forms & letterhead                          | 750       | 750       |             |
| Night Out Against Crime                             | 2,000     | 2,000     |             |
| Total budget for account                            | \$ 13,750 | \$ 13,583 | \$ -        |
| Amount changed from request                         |           |           | \$ (13,750) |
| Increase/(decrease) from prior year modified budget | \$ -      | \$ (167)  | \$ (13,750) |

|                                                       |           |           |             |
|-------------------------------------------------------|-----------|-----------|-------------|
| <b>10-53-25 Equipment, supplies &amp; maintenance</b> |           |           |             |
| Prior year budget, as modified                        |           |           | \$ 30,500   |
| Current estimates:                                    |           |           |             |
| Crossing guard equipment                              | 1,000     | 1,000     |             |
| General Equipment                                     | 13,000    | 13,000    |             |
| Equipment for 3 new officers                          | 9,375     | 3,125     |             |
| Vehicle cameras misc. repairs                         | 2,000     | 2,000     |             |
| Taser Maintenance                                     | 1,500     | 1,500     |             |
| Live Scan Maintenance Agreement                       | 2,100     | 2,100     |             |
| K9 Equipment and Care                                 | 2,000     | 2,000     |             |
| VFAST/SWAT                                            | 2,000     | 2,000     |             |
| Prescription Drug Box Supplies                        | 500       | 500       |             |
| Body Camera Video Storage                             | 5,000     | 5,000     |             |
| Body Camera Video Storage (3 New Officers)            | 675       | 225       |             |
| Total budget for account                              | \$ 39,150 | \$ 32,450 | \$ -        |
| Amount changed from request                           |           |           | \$ (39,150) |
| Increase/(decrease) from prior year modified budget   | \$ 8,650  | \$ 1,950  | \$ (30,500) |

**POLICE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-53-26 Vehicle maintenance</b>                 |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>76,200</u>          |
| Current estimates:                                  |                  |                                                |                           |
| Fuel                                                | \$ 42,500        | \$ 42,500                                      |                           |
| Fuel (3 New Officers)                               | \$ 7,500         | \$ 2,500                                       |                           |
| Repairs                                             | 15,000           | 15,000                                         |                           |
| Prenative Maintenance (Oil Changes)                 | 3,475            | 3,475                                          |                           |
| Oil Changes (3 New Officers)                        | 525              | 175                                            |                           |
| Total budget for account                            | <u>\$ 69,000</u> | <u>\$ 63,650</u>                               | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (69,000)               |
| Increase/(decrease) from prior year modified budget | \$ (7,200)       | \$ (12,550)                                    | \$ (76,200)               |

|                                                     |               |               |               |
|-----------------------------------------------------|---------------|---------------|---------------|
| <b>10-53-27 Utilities Expense</b>                   |               |               |               |
| Prior year budget, as modified                      |               |               | \$ <u>737</u> |
| Current estimates:                                  |               |               |               |
| Utilities for Police Station                        | \$ 773        | \$ 773        |               |
| Total budget for account                            | <u>\$ 773</u> | <u>\$ 773</u> | \$ -          |
| Amount changed from request                         |               |               | \$ (773)      |
| Increase/(decrease) from prior year modified budget | \$ 36         | \$ 36         | \$ (737)      |

|                                                     |                  |                  |                  |
|-----------------------------------------------------|------------------|------------------|------------------|
| <b>10-53-28 Communications</b>                      |                  |                  |                  |
| Prior year budget, as modified                      |                  |                  | \$ <u>31,500</u> |
| Current estimates:                                  |                  |                  |                  |
| UCA                                                 | \$ 11,825        | \$ 11,825        |                  |
| UCA (3 New Officers)                                | \$ 1,675         | \$ 560           |                  |
| Cell phone & Cradle Point                           | 19,000           | 19,000           |                  |
| Cell phone (3 New Officers)                         | 3,000            | 1,000            |                  |
| Total budget for account                            | <u>\$ 35,500</u> | <u>\$ 32,385</u> | \$ -             |
| Amount changed from request                         |                  |                  | \$ (35,500)      |
| Increase/(decrease) from prior year modified budget | \$ 4,000         | \$ 885           | \$ (31,500)      |

**POLICE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                          | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|----------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-53-37 Professional &amp; tech - Animal Control</b> |                  |                                                |                           |
| Prior year budget, as modified                           |                  |                                                | \$ <u>46,000</u>          |
| Current estimates:                                       |                  |                                                |                           |
| Davis County                                             | \$ 54,755        | \$ 54,755                                      |                           |
| Total budget for account                                 | <u>\$ 54,755</u> | <u>\$ 54,755</u>                               | <u>\$ -</u>               |
| Amount changed from request                              |                  |                                                | \$ (54,755)               |
| Increase/(decrease) from prior year modified budget      | \$ 8,755         | \$ 8,755                                       | \$ (46,000)               |
| <b>10-53-38 Professional &amp; tech - Dispatch</b>       |                  |                                                |                           |
| Prior year budget, as modified                           |                  |                                                | \$ <u>42,000</u>          |
| Current estimates:                                       |                  |                                                |                           |
| Davis County                                             | \$ 42,000        | \$ 42,000                                      |                           |
| 3 New Officers                                           | 6,300            | 2,100                                          |                           |
| Total budget for account                                 | <u>\$ 48,300</u> | <u>\$ 44,100</u>                               | <u>\$ -</u>               |
| Amount changed from request                              |                  |                                                | \$ (48,300)               |
| Increase/(decrease) from prior year modified budget      | \$ 6,300         | \$ 2,100                                       | \$ (42,000)               |
| <b>10-53-61 Sundry</b>                                   |                  |                                                |                           |
| Prior year budget, as modified                           |                  |                                                | \$ <u>-</u>               |
| Current estimates:                                       |                  |                                                |                           |
|                                                          | \$ -             | \$ -                                           | \$ -                      |
| Total budget for account                                 | <u>\$ -</u>      | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                              |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget      | \$ -             | \$ -                                           | \$ -                      |
| <b>10-53-65 Liquor Fund Expenses</b>                     |                  |                                                |                           |
| Prior year budget, as modified                           |                  |                                                | \$ <u>17,000</u>          |
| Current estimates:                                       |                  |                                                |                           |
|                                                          | 17,000           | 17,000                                         |                           |
| Total budget for account                                 | <u>\$ 17,000</u> | <u>\$ 17,000</u>                               | <u>\$ -</u>               |
| Amount changed from request                              |                  |                                                | \$ (17,000)               |
| Increase/(decrease) from prior year modified budget      | \$ -             | \$ -                                           | \$ (17,000)               |

**POLICE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested   | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-------------|----------------------------------------|-------------------|
| <b>10-53-69 Grant funded expenditures</b>           |             |                                        |                   |
| Prior year budget, as modified                      |             |                                        | \$ 30,450         |
| Current estimates:                                  |             |                                        |                   |
| Bullet Proof Vests - 4 @ 875 each                   | \$ 3,500    | \$ 3,500                               |                   |
| Bullet Proof Vests - 3 @ 875 each - New Officers    | \$ 2,625    | \$ 875                                 |                   |
| JAG Grant - Equipment Expense                       | 5,000       | 5,000                                  |                   |
| ULGT Insurance Safety Rebate                        | 3,700       | 3,700                                  |                   |
| ICAC GRANT - EQUIPMENT                              | 4,000       | 4,000                                  |                   |
| Total budget for account                            | \$ 18,825   | \$ 17,075                              | \$ -              |
| Amount changed from request                         |             |                                        | \$ (18,825)       |
| Increase/(decrease) from prior year modified budget | \$ (11,625) | \$ (13,375)                            | \$ (30,450)       |

|                                                     |      |      |      |
|-----------------------------------------------------|------|------|------|
| <b>10-53-70 Capital outlay</b>                      |      |      |      |
| Prior year budget, as modified                      |      |      | \$ - |
| Current estimates:                                  |      |      |      |
| Police Vehicles (moved to CIP Fund)                 |      |      |      |
| Total budget for account                            | \$ - | \$ - | \$ - |
| Amount changed from request                         |      |      | \$ - |
| Increase/(decrease) from prior year modified budget | \$ - | \$ - | \$ - |

|                                                     |            |            |              |
|-----------------------------------------------------|------------|------------|--------------|
| <b>Total expenditures</b>                           |            |            |              |
| Prior year budget, as modified                      |            |            | \$ 350,387   |
| Total budget for expenditures                       | \$ 365,232 | \$ 341,204 | \$ -         |
| Amount changed from request                         |            |            | \$ (365,232) |
| Increase/(decrease) from prior year modified budget | \$ 14,845  | \$ (9,183) | \$ (350,387) |

| Account Number           | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|--------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>FIRE EXPENDITURES</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 10-55-10                 | OVERTIME                       | 102,821.33                        | 102,754.07                      | 77,367.38                         | 109,000.00                        | 104,000.00                       |                               |
| 10-55-11                 | PERMANENT EMPLOYEE WAGES       | 594,495.28                        | 600,843.31                      | 510,962.13                        | 648,024.00                        | 722,752.00                       |                               |
| 10-55-12                 | PART-TIME WAGES                | 190,001.37                        | 194,950.46                      | 192,453.29                        | 205,134.00                        | 207,200.00                       |                               |
| 10-55-13                 | EMPLOYEE BENEFITS              | 368,749.10                        | 390,076.44                      | 327,530.45                        | 429,880.00                        | 449,942.00                       |                               |
| 10-55-15                 | UNIFORMS                       | 13,108.05                         | 17,666.50                       | 8,734.88                          | 13,500.00                         | 13,200.00                        |                               |
| 10-55-21                 | BOOKS, SUBSCRIPTS & MEMBERSHI  | 2,917.39                          | 2,623.85                        | 2,632.97                          | 4,805.00                          | 4,085.00                         |                               |
| 10-55-23                 | TRAVEL & TRAINING              | 9,357.19                          | 12,647.96                       | 16,463.78                         | 19,205.00                         | 25,912.00                        |                               |
| 10-55-24                 | OFFICE SUPPLIES                | 3,067.78                          | 3,178.49                        | 3,009.97                          | 6,350.00                          | 9,450.00                         |                               |
| 10-55-25                 | EQUIPMENT SUPPLIES & MAINT     | 36,933.75                         | 48,713.55                       | 33,157.39                         | 48,940.00                         | 42,515.00                        |                               |
| 10-55-26                 | APPARATUS MAINTENANCE          | 70,377.73                         | 36,922.52                       | 30,696.18                         | 54,225.00                         | 53,800.00                        |                               |
| 10-55-27                 | UTILITIES                      | 746.00                            | 777.00                          | .00                               | 813.00                            | 849.00                           |                               |
| 10-55-28                 | COMMUNICATIONS                 | 24,606.42                         | 32,852.27                       | 12,422.71                         | 19,600.00                         | 25,960.00                        |                               |
| 10-55-29                 | FIRE PREVENTION & EDUCATION    | 7,036.44                          | 10,230.76                       | 3,397.39                          | 8,200.00                          | 6,400.00                         |                               |
| 10-55-37                 | PRO & TECH - PARAMEDICS        | 27,823.31                         | 27,511.41                       | 17,640.00                         | 27,000.00                         | 27,000.00                        |                               |
| 10-55-38                 | PRO & TECH - AMBULANCE BILLING | 24,636.62                         | 31,092.57                       | 19,978.73                         | 29,000.00                         | 30,900.00                        |                               |
| 10-55-39                 | PRO & TECH - DISPATCH          | 8,358.00                          | 8,897.00                        | 33,169.68                         | 33,500.00                         | 34,000.00                        |                               |
| 10-55-40                 | PRO & TEC - WILDLAND FIRE      | 4,364.65                          | .00                             | .00                               | .00                               | .00                              |                               |
| 10-55-41                 | PRO & TEC - PLANS REVIEW       | 1,275.00                          | 600.00                          | .00                               | 1,000.00                          | 1,000.00                         |                               |
| 10-55-43                 | MEDICAL SUPPLIES               | 34,140.34                         | 40,119.47                       | 33,098.23                         | 46,070.00                         | 46,820.00                        |                               |
| 10-55-60                 | SUNDRY                         | 1,319.44                          | 622.88                          | 1,458.73                          | 850.00                            | 2,700.00                         |                               |
| 10-55-61                 | GRANT FUNDED EXPENSES          | 23,688.24                         | .00                             | 2,161.87                          | 40,000.00                         | 40,000.00                        |                               |
| 10-55-90                 | INTERFUND REIMBURSEMENT        | 82,129.00-                        | 82,953.00-                      | 27,043.47-                        | 36,058.00-                        | 38,087.00-                       |                               |
| Total FIRE EXPENDITURES: |                                | 1,467,694.43                      | 1,480,127.51                    | 1,299,292.29                      | 1,709,038.00                      | 1,810,398.00                     |                               |
| Net Grand Totals:        |                                | 1,467,694.43-                     | 1,480,127.51-                   | 1,299,292.29-                     | 1,709,038.00-                     | 1,810,398.00-                    |                               |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|  | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|--|-----------|----------------------------------------|-------------------|
|--|-----------|----------------------------------------|-------------------|

**10-55-15 Uniforms**

Prior year budget, as modified \$ 13,500

Current estimates:

|                                                     |                  |                  |             |
|-----------------------------------------------------|------------------|------------------|-------------|
| Duty Uniform Full-Time (12)                         | \$ 7,200         | \$ 7,200         |             |
| Duty Uniform Part-Time (18)                         | 5,400            | 5,400            |             |
| Duty Uniform New Part-time staff                    | 2,400            | -                |             |
| Badges/Nameplates/Insignia                          | 600              | 600              |             |
| <b>Total budget for account</b>                     | <u>\$ 15,600</u> | <u>\$ 13,200</u> | <u>\$ -</u> |
| Amount changed from request                         |                  |                  | \$ (15,600) |
| Increase/(decrease) from prior year modified budget | \$ 2,100         | \$ (300)         | \$ (13,500) |

**10-55-21 Books, subscriptions & memberships**

Prior year budget, as modified \$ 4,805

Current estimates:

|                                                     |                 |                 |             |
|-----------------------------------------------------|-----------------|-----------------|-------------|
| NFPA Membership (2)                                 | \$ 350          | \$ 350          |             |
| Fire Training manuals - ISO requirement             | 200             | 200             |             |
| EMS Training manuals                                | 200             | 200             |             |
| Utah State Fireman's Association dues               | 660             | 660             |             |
| North Davis Fire Library Participation              | 400             | 400             |             |
| Davis County Fire Officers Association              | 300             | 300             |             |
| International Fire Chiefs Association               | 530             | 530             |             |
| Utah State Fire Chiefs Association                  | 200             | 200             |             |
| Utah Fire Investigator Association                  | 75              | 75              |             |
| 2015 IFC Code Manuals                               | 500             | 500             |             |
| Magazines & publications                            | 100             | 100             |             |
| NAFI Membership x2                                  | 140             | 140             |             |
| IAAI membership X2                                  | 180             | 180             |             |
| AHA Course Materials                                | 250             | 250             |             |
| <b>Total budget for account</b>                     | <u>\$ 4,085</u> | <u>\$ 4,085</u> | <u>\$ -</u> |
| Amount changed from request                         |                 |                 | \$ (4,085)  |
| Increase/(decrease) from prior year modified budget | \$ (720)        | \$ (720)        | \$ (4,805)  |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>10-55-23 Travel &amp; training</b>               |           |                                        |                   |
| Prior year budget, as modified                      |           |                                        | \$ 19,205         |
| Current estimates:                                  |           |                                        |                   |
| Wildland Fire Training & Certification (17)         | \$ 255    | \$ 255                                 |                   |
| Live Fire Training Supplies                         | 1,000     | 1,000                                  |                   |
| PALS/ACLS/BLS Recertification                       | 950       | 950                                    |                   |
| Training supplies (CPR Courses/Cards)               | 500       | 500                                    |                   |
| New Employee Drug Screen/Fitness Test (6)           | 1,650     | 1,650                                  |                   |
| EMS Conference x6/yr @150                           | \$1,500   | \$1,500                                |                   |
| National/Regional Conferences/ENGB                  | 2,000     | 2,000                                  |                   |
| Winter Fire School                                  | 1,200     | 1,200                                  |                   |
| Hazmat Refresher x 14/yr @25                        | 350       | 350                                    |                   |
| Travel costs Fire/EMS/NFA/ENGB                      | 2,000     | 2,000                                  |                   |
| State Fire Chief Conference                         | 650       | 650                                    |                   |
| Medical Director Conference                         | 2,200     | 2,200                                  |                   |
| Davis County Fire Officers Meeting (Host)           | 300       | 300                                    |                   |
| EMS Instructor Conference                           | 500       | 500                                    |                   |
| EMT Recertification Fees (6)                        | 690       | 690                                    |                   |
| Utah IAAI Conference                                | 1,100     | 1,100                                  |                   |
| Travel costs Wildland Deployment                    | 4,500     | 4,500                                  |                   |
| Vehicle Extrication Training                        | 600       | 600                                    |                   |
| CPR AHA Update                                      | 300       | 300                                    |                   |
| CPR Manikin Replace                                 | 600       | 600                                    |                   |
| Pediatric ALS Arrhythmia Simm                       | 1,582     | 1,582                                  |                   |
| Baby Anne CPR Manikin                               | 465       | 465                                    |                   |
| Infant BVM / Broselow                               | 320       | 320                                    |                   |
| AED Trainer                                         | 700       | 700                                    |                   |
| Total budget for account                            | \$ 25,912 | \$ 25,912                              | \$ -              |
| Amount changed from request                         |           |                                        | \$ (25,912)       |
| Increase/(decrease) from prior year modified budget | \$ 6,707  | \$ 6,707                               | \$ (19,205)       |

**10-55-24 Office supplies**

|                                                     |           |          |             |
|-----------------------------------------------------|-----------|----------|-------------|
| Prior year budget, as modified                      |           |          | \$ 6,350    |
| Current estimates:                                  |           |          |             |
| Replace Copier Sharp MX-4141N                       | 7,400     | 4,900    |             |
| Copier contract (LOC)                               | \$ 1,200  | \$ 1,200 |             |
| Office materials                                    | 1,500     | 1,500    |             |
| Postage/Shipping                                    | 300       | 300      |             |
| Paper                                               | 250       | 250      |             |
| Printing                                            | 200       | 200      |             |
| Calendars & Scheduling Supplies                     | 350       | 350      |             |
| IT/Comm/Electrical                                  | 700       | 700      |             |
| Christmas Cards                                     | 50        | 50       |             |
| Total budget for account                            | \$ 11,950 | \$ 9,450 | \$ -        |
| Amount changed from request                         |           |          | \$ (11,950) |
| Increase/(decrease) from prior year modified budget | \$ 5,600  | \$ 3,100 | \$ (6,350)  |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|  | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|--|-----------|----------------------------------------|-------------------|
|--|-----------|----------------------------------------|-------------------|

**10-55-25 Equipment, supplies & maintenance**

Prior year budget, as modified \$ 48,940

Current estimates:

|                                                     |                  |                  |             |
|-----------------------------------------------------|------------------|------------------|-------------|
| SCBA Posi-check & Fit testing Calibration           | \$ 1,600         | \$ 1,600         |             |
| Fill station air sampling lab work                  | 380              | 380              |             |
| Fill station air sampling kit supplies              | 250              | 250              |             |
| Testing & Maint of SCBA compressor/Fill Stn         | 1,300            | 1,300            |             |
| SCBA spare parts & supplies                         | 1,500            | 1,500            |             |
| Batteries (Lithium SCBA HUD/Comm)                   | 500              | 500              |             |
| Digital Camera (4)                                  | 600              | 600              |             |
| Structural PPE (3 sets)                             | 6,300            | 6,300            |             |
| Structural PPE (6 sets) New Staff Req               | 12,600           | -                |             |
| Structural Boots PPE                                | 780              | 780              |             |
| Structural Boots PPE (6 Pair) New Staff Reg         | 780              | -                |             |
| Wildland PPE                                        | 2,300            | 2,300            |             |
| Wildland Fire Shelters (8)                          | 2,600            | 2,600            |             |
| Hoods, Structural gloves, Helmets & repairs         | 2,300            | 2,300            |             |
| Hoods, Structural gloves, Helmets (+6 new staff)    | 1,900            | -                |             |
| PPE Identification (Fire Coat/Pants/Shield)         | 400              | 400              |             |
| PPE Identification (Fire Coat/Pants)                | 400              | -                |             |
| Gear Locker Name Tag                                | 900              | 450              |             |
| PPE Repair                                          | 2,000            | 2,000            |             |
| Exhaust System Maintenance                          | 800              | 800              |             |
| Hazmat Equipment Cal Gas                            | 1,500            | 1,500            |             |
| HazMat Chemical Supplies (Spills Clean-up)          | 1,000            | 1,000            |             |
| Gas Detector Sensor Replace                         | 1,500            | 1,500            |             |
| HazMat Clean-up Absorbent                           | 300              | 300              |             |
| HazMat CO Gas Badge (5)                             | 850              | 850              |             |
| Smoke Det/Flashlight/Helmet Batteries               | 700              | 700              |             |
| Rehab Water/Gatorade                                | 350              | 350              |             |
| 50 Gallons AFFF Foam                                | 1,100            | 1,100            |             |
| Floor Jack                                          | 400              | 400              |             |
| Hand Tools (24V Batts/)                             | 400              | 400              |             |
| Thermal Image Camera Battery                        | 400              | 400              |             |
| Aztec 4-1 Rope Device                               | 450              | 450              |             |
| Fire Hose (Replace Obsolete/Damaged)                | 2,000            | 2,000            |             |
| Paratech Extrication Strut x2 (Truck)               | 2,400            | 2,400            |             |
| Ice Rescue Equipment Maint                          | 2,000            | 2,000            |             |
| Exercise /Fitness Equipment                         | 2,075            | -                |             |
| Exercise Room Equipment Maintenance                 | 500              | 500              |             |
| Fire Alarm monitoring (ST31 Only)                   | 405              | 405              |             |
| Misc. Incidental Supplies                           | 1,000            | 1,000            |             |
| Mattress Purchase (2 replacements)                  | 700              | 700              |             |
| Fire Investigation Equipment                        | 500              | 500              |             |
| <b>Total budget for account</b>                     | <b>\$ 60,720</b> | <b>\$ 42,515</b> | <b>\$ -</b> |
| Amount changed from request                         |                  |                  |             |
| Increase/(decrease) from prior year modified budget | \$ 11,780        | \$ (6,425)       | \$ (48,940) |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-55-26 Apparatus maintenance</b>               |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 54,225                 |
| Current estimates:                                  |                  |                                                |                           |
| Cleaning Supplies                                   | 600              | 600                                            |                           |
| Minor repairs                                       | \$ 6,000         | \$ 6,000                                       |                           |
| Major repairs                                       | 15,000           | 15,000                                         |                           |
| Pump tests                                          | 800              | 800                                            |                           |
| Fuel                                                | 20,000           | 20,000                                         |                           |
| Ladder Testing & Maintenance                        | 2,000            | 2,000                                          |                           |
| State Inspection and Maintenance                    | 4,000            | 4,000                                          |                           |
| Tires For WT31                                      | 4,500            | 4,500                                          |                           |
| Tires For 302                                       | 900              | 900                                            |                           |
| Total budget for account                            | <u>\$ 53,800</u> | <u>\$ 53,800</u>                               | <u>\$ -</u>               |
| Amount changed from request                         |                  |                                                | \$ (53,800)               |
| Increase/(decrease) from prior year modified budget | \$ (425)         | \$ (425)                                       | \$ (54,225)               |

|                                                     |               |               |             |
|-----------------------------------------------------|---------------|---------------|-------------|
| <b>10-55-27 Utilities Expense</b>                   |               |               |             |
| Prior year budget, as modified                      |               |               | \$ 813      |
| Current estimates:                                  |               |               |             |
| Utilities for Fire Station                          | 849           | 849           |             |
| Total budget for account                            | <u>\$ 849</u> | <u>\$ 849</u> | <u>\$ -</u> |
| Amount changed from request                         |               |               | \$ (849)    |
| Increase/(decrease) from prior year modified budget | \$ 36         | \$ 36         | \$ (813)    |

|                                                     |                  |                  |             |
|-----------------------------------------------------|------------------|------------------|-------------|
| <b>10-55-28 Communications</b>                      |                  |                  |             |
| Prior year budget, as modified                      |                  |                  | \$ 19,600   |
| Current estimates:                                  |                  |                  |             |
| Pager & Radio Maintenance                           | 1,500            | 1,500            |             |
| Pager new staff (6)                                 | 1,800            | -                |             |
| Cell Phone Service A31/A32/T31/E31/301/302          | 4,500            | 4,500            |             |
| Mobile WiFi A31/A32/E31/T31/301/302                 | 4,000            | 4,000            |             |
| UCA Fees (18 Port/10 Mob)                           | 9,900            | 9,900            |             |
| Pager/Radio batteries                               | 800              | 800              |             |
| EOC Equipment (calls center)                        | 500              | 500              |             |
| Satellite Phone Annual Service                      | 400              | 400              |             |
| MS Surface Pro Tablet (5)                           | 5,000            | 2,000            |             |
| Spillman Touch License                              | 2,360            | 2,360            |             |
| Total budget for account                            | <u>\$ 30,760</u> | <u>\$ 25,960</u> | <u>\$ -</u> |
| Amount changed from request                         |                  |                  | \$ (30,760) |
| Increase/(decrease) from prior year modified budget | \$ 11,160        | \$ 6,360         | \$ (19,600) |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-55-29 Fire prevention &amp; education</b>     |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 8,200                  |
| Current estimates:                                  |                  |                                                |                           |
| CERT training (40 participants)                     | 1,800            | 1,800                                          |                           |
| Bike helmet program (100% Reimbursement)            | \$ 800           | \$ 800                                         |                           |
| Public Education In-House                           | 500              | 500                                            |                           |
| Fire Prevention Media (DVDs, workbooks)             | 500              | 500                                            |                           |
| Fire Prevention Week Open-House                     | 1,500            | 1,500                                          |                           |
| Heritage Days/Santa Parade Candy                    | 800              | 800                                            |                           |
| Hydrant Painting Supplies                           | 500              | 500                                            |                           |
| Total budget for account                            | <u>\$ 6,400</u>  | <u>\$ 6,400</u>                                | <u>\$ -</u>               |
| Amount changed from request                         |                  |                                                | \$ (6,400)                |
| Increase/(decrease) from prior year modified budget | \$ (1,800)       | \$ (1,800)                                     | \$ (8,200)                |

**10-55-37 Professional & technical - paramedics**

|                                                     |                  |                  |             |
|-----------------------------------------------------|------------------|------------------|-------------|
| Prior year budget, as modified                      |                  |                  | \$ 27,000   |
| Current estimates:                                  |                  |                  |             |
| ALS DCSO (\$2160/month)                             | 27,000           | 27,000           |             |
| Total budget for account                            | <u>\$ 27,000</u> | <u>\$ 27,000</u> | <u>\$ -</u> |
| Amount changed from request                         |                  |                  | \$ (27,000) |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -             | \$ (27,000) |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                  | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|------------------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-55-38 Professional &amp; technical - ambulance billing</b> |                  |                                                |                           |
| Prior year budget, as modified                                   |                  |                                                | \$ <u>29,000</u>          |
| Current estimates:                                               |                  |                                                |                           |
| First Professional Services Corp                                 | 29,000           | 29,000                                         |                           |
| Image Trend RMS                                                  | 1,900            | 1,900                                          |                           |
| Total budget for account                                         | \$ <u>30,900</u> | \$ <u>30,900</u>                               | \$ -                      |
| Amount changed from request                                      |                  |                                                | \$ (30,900)               |
| Increase/(decrease) from prior year modified budget              | \$ 1,900         | \$ 1,900                                       | \$ (29,000)               |

|                                                         |                  |                  |                  |
|---------------------------------------------------------|------------------|------------------|------------------|
| <b>10-55-39 Professional &amp; technical - dispatch</b> |                  |                  |                  |
| Prior year budget, as modified                          |                  |                  | \$ <u>33,500</u> |
| Current estimates:                                      |                  |                  |                  |
| Dispatch fees (5 yr Average@769 Incidents)              | 34,000           | 34,000           |                  |
| Total budget for account                                | \$ <u>34,000</u> | \$ <u>34,000</u> | \$ -             |
| Amount changed from request                             |                  |                  | \$ (34,000)      |
| Increase/(decrease) from prior year modified budget     | \$ 500           | \$ 500           | \$ (33,500)      |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                         | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-55-41 Professional &amp; technical - Third Party Plans Review</b> |                  |                                                |                           |
| Prior year budget, as modified                                          |                  |                                                | \$ <u>1,000</u>           |
| Current estimates:                                                      |                  |                                                |                           |
| Fire Inspection Plans review                                            | 1,000            | 1,000                                          |                           |
| Total budget for account                                                | \$ <u>1,000</u>  | \$ <u>1,000</u>                                | \$ -                      |
| Amount changed from request                                             |                  |                                                | \$ (1,000)                |
| Increase/(decrease) from prior year modified budget                     | \$ -             | \$ -                                           | \$ (1,000)                |

**10-55-43 Medical supplies**

|                                                     |                  |                  |                  |
|-----------------------------------------------------|------------------|------------------|------------------|
| Prior year budget, as modified                      |                  |                  | \$ <u>46,070</u> |
| Current estimates:                                  |                  |                  |                  |
| Ambulance Licensing Fees (BEMS)                     | 600              | 600              |                  |
| O2 Tank Rental                                      | 1,100            | 1,100            |                  |
| Ambulance Medical Supplies                          | 24,000           | 24,000           |                  |
| Required TB Test (8x\$15)                           | 120              | 120              |                  |
| Annual FD Physical (WorkMed)                        | 4,550            | 4,550            |                  |
| Medical Director Fee                                | 8,000            | 8,000            |                  |
| Medication Accountability Mon. System               | 1,500            | 1,500            |                  |
| Physio Control Service Contract                     | 4,550            | 4,550            |                  |
| Stryker Gurney Batteries                            | 400              | 400              |                  |
| EMSAR Stryker Gurney Service                        | 2,000            | 2,000            |                  |
| Total budget for account                            | \$ <u>46,820</u> | \$ <u>46,820</u> | \$ -             |
| Amount changed from request                         |                  |                  | \$ (46,820)      |
| Increase/(decrease) from prior year modified budget | \$ 750           | \$ 750           | \$ (46,070)      |

**10-55-60 Sundry**

|                                                     |                 |                 |               |
|-----------------------------------------------------|-----------------|-----------------|---------------|
| Prior year budget, as modified                      |                 |                 | \$ <u>850</u> |
| Current estimates:                                  |                 |                 |               |
| Annual Awards Banquet (74x\$25)                     | 1,850           | 1,850           |               |
| Firefighter Awards                                  | 600             | 600             |               |
| Misc. Lunches/Refreshments                          | 250             | 250             |               |
| Total budget for account                            | \$ <u>2,700</u> | \$ <u>2,700</u> | \$ -          |
| Amount changed from request                         |                 |                 | \$ (2,700)    |
| Increase/(decrease) from prior year modified budget | \$ 1,850        | \$ 1,850        | \$ (850)      |

**FIRE DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                               | <u>Requested</u>   | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------------------------------------------------|--------------------|------------------------------------------------|---------------------------|
| <b>10-55-61 Grant funded expenditures</b>                                                     |                    |                                                |                           |
| Prior year budget, as modified                                                                |                    |                                                | \$ <u>40,000</u>          |
| Current estimates:                                                                            |                    |                                                |                           |
| BEMS Grant (move to CIP Fund)                                                                 | 0                  | 0                                              |                           |
| BEMS Grant match (move to CIP Fund)<br>(Request funding toward LP15)                          | 0                  | 0                                              |                           |
| FFSL AFG Grant                                                                                | 10,000             | 10,000                                         |                           |
| FFSL AFG Grant match 100%                                                                     | 10,000             | 10,000                                         |                           |
| DHS AFG (move to CIP Fund)                                                                    | 0                  | 0                                              |                           |
| DHS AFG Grant match 10% (move to CIP Fund)<br>(Request for new breathing apparatus equipment) | 0                  | 0                                              |                           |
| Other Grants                                                                                  | 10,000             | 10,000                                         |                           |
| Other Grants match 100%                                                                       | 10,000             | 10,000                                         |                           |
| Total budget for account                                                                      | \$ <u>40,000</u>   | \$ <u>40,000</u>                               | \$ -                      |
| Amount changed from request                                                                   |                    |                                                | \$ (40,000)               |
| Increase/(decrease) from prior year modified budget                                           | \$ -               | \$ -                                           | \$ (40,000)               |
| <b>10-55-90 Interfund Reimbursements</b>                                                      |                    |                                                |                           |
| Prior year budget, as modified                                                                |                    |                                                | \$ <u>(36,058)</u>        |
| Current estimates:                                                                            |                    |                                                |                           |
| Fire wages & oper. reimb. from Utility Funds                                                  | (38,087)           | (38,087)                                       |                           |
| Total budget for account                                                                      | \$ <u>(38,087)</u> | \$ <u>(38,087)</u>                             | \$ -                      |
| Amount changed from request                                                                   |                    |                                                | \$ 38,087                 |
| Increase/(decrease) from prior year modified budget                                           | \$ (2,029)         | \$ (2,029)                                     | \$ 36,058                 |
| <b>Total expenditures</b>                                                                     |                    |                                                |                           |
| Prior year budget, as modified                                                                |                    |                                                | \$ <u>351,245</u>         |
| Total budget for expenditures                                                                 | \$ <u>392,496</u>  | \$ <u>364,591</u>                              | \$ -                      |
| Amount changed from request                                                                   |                    |                                                | \$ (392,496)              |
| Increase/(decrease) from prior year modified budget                                           | \$ 41,251          | \$ 13,346                                      | \$ (351,245)              |

| Account Number    | Account Title            | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-------------------|--------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>STREETS</b>    |                          |                                   |                                 |                                   |                                   |                                  |                               |
| 10-60-10          | OVERTIME                 | 7,432.49                          | 9,278.45                        | 7,107.44                          | 11,500.00                         | 11,500.00                        |                               |
| 10-60-11          | PERMANENT EMPLOYEE WAGES | 202,298.78                        | 214,747.78                      | 185,028.61                        | 221,425.00                        | 264,961.00                       |                               |
| 10-60-12          | PART-TIME WAGES          | .00                               | .00                             | .00                               | .00                               | 10,660.00                        |                               |
| 10-60-13          | EMPLOYEE BENEFITS        | 121,417.95                        | 130,135.78                      | 117,764.67                        | 145,066.00                        | 166,369.00                       |                               |
| 10-60-15          | UNIFORMS                 | 2,201.40                          | 2,274.20                        | 1,923.36                          | 2,500.00                          | 2,500.00                         |                               |
| 10-60-23          | TRAVEL & TRAINING        | 3,180.80                          | 1,827.77                        | 1,280.00                          | 3,250.00                          | 3,200.00                         |                               |
| 10-60-24          | OFFICE SUPPLIES          | 397.95                            | 405.34                          | 103.39                            | 600.00                            | 600.00                           |                               |
| 10-60-27          | UTILITIES                | 822.00                            | 853.00                          | .00                               | 889.00                            | 925.00                           |                               |
| 10-60-28          | COMMUNICATIONS           | 3,159.56                          | 3,267.03                        | 2,191.85                          | 3,600.00                          | 3,300.00                         |                               |
| 10-60-60          | SUNDRY                   | 227.23                            | 180.69                          | 90.20                             | 500.00                            | 500.00                           |                               |
| Total STREETS:    |                          | 341,138.16                        | 362,970.04                      | 315,489.52                        | 389,330.00                        | 464,515.00                       |                               |
| Net Grand Totals: |                          | 341,138.16-                       | 362,970.04-                     | 315,489.52-                       | 389,330.00-                       | 464,515.00-                      |                               |

**STREETS DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-60-15 Uniforms</b>                            |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 2,500                  |
| OPTIMAL SERVICE                                     |                  |                                                |                           |
| MISSION & VISION CRITICAL                           |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                  |                                                |                           |
| Current estimates:                                  |                  |                                                |                           |
| Shirts with Logo (\$200 X 5)                        | \$ 1,000         | \$ 1,000                                       |                           |
| Work Boots (\$150 X 5)                              | 750              | 750                                            |                           |
| Hard hats, vests, gloves, etc (\$150 X 5)           | 750              | 750                                            |                           |
| Total budget for account                            | <u>\$ 2,500</u>  | <u>\$ 2,500</u>                                | <u>\$ -</u>               |
| Amount changed from request                         |                  |                                                | \$ (2,500)                |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (2,500)                |

|                                                     |                 |                 |             |
|-----------------------------------------------------|-----------------|-----------------|-------------|
| <b>10-60-23 Travel &amp; training</b>               |                 |                 |             |
| Prior year budget, as modified                      |                 |                 | \$ 3,250    |
| Current estimates:                                  |                 |                 |             |
| Road School (ULCT) Hotel/Perdium                    | \$ 1,100        | \$ 1,100        |             |
| Road School Registration (2)                        | 500             | 500             |             |
| Heavy Equipment School (2)                          | 800             | 800             |             |
| Flagging Certification (4)                          | 200             | 200             |             |
| UAPA Asphalt Training (2)                           | 250             | 250             |             |
| LTAP Training (5)                                   | 350             | 350             |             |
| Total budget for account                            | <u>\$ 3,200</u> | <u>\$ 3,200</u> | <u>\$ -</u> |
| Amount changed from request                         |                 |                 | \$ (3,200)  |
| Increase/(decrease) from prior year modified budget | \$ (50)         | \$ (50)         | \$ (3,250)  |

|                                                     |               |               |             |
|-----------------------------------------------------|---------------|---------------|-------------|
| <b>10-60-24 Office supplies</b>                     |               |               |             |
| Prior year budget, as modified                      |               |               | \$ 600      |
| Current estimates:                                  |               |               |             |
| Postage, Plan Sets, Paper, First Aid, Etc.          | 120           | 120           |             |
| Ink/Toner                                           | 280           | 280           |             |
| Technology                                          | 200           | 200           |             |
| Total budget for account                            | <u>\$ 600</u> | <u>\$ 600</u> | <u>\$ -</u> |
| Amount changed from request                         |               |               | \$ (600)    |
| Increase/(decrease) from prior year modified budget | \$ -          | \$ -          | \$ (600)    |

**STREETS DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>10-60-27 Utilities Expense</b>                   |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>889</u>             |
| Current estimates:                                  |                  |                                                |                           |
| Utilities for Public Works Building                 | \$ 925           | \$ 925                                         |                           |
| Total budget for account                            | \$ <u>925</u>    | \$ <u>925</u>                                  | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (925)                  |
| Increase/(decrease) from prior year modified budget | \$ 36            | \$ 36                                          | \$ (889)                  |
| <b>10-60-28 Communications</b>                      |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>3,600</u>           |
| Current estimates:                                  |                  |                                                |                           |
| Cell Phones (5)                                     | 3,300            | 3,300                                          |                           |
| Total budget for account                            | \$ <u>3,300</u>  | \$ <u>3,300</u>                                | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (3,300)                |
| Increase/(decrease) from prior year modified budget | \$ (300)         | \$ (300)                                       | \$ (3,600)                |
| <b>10-60-60 Sundry</b>                              |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>500</u>             |
| Current estimates:                                  | 500              | 500                                            |                           |
| Total budget for account                            | \$ <u>500</u>    | \$ <u>500</u>                                  | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (500)                  |
| <b>Total expenditures</b>                           |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>10,450</u>          |
| Total budget for expenditures                       | \$ <u>11,025</u> | \$ <u>11,025</u>                               | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (11,025)               |
| Increase/(decrease) from prior year modified budget | \$ 575           | \$ 575                                         | \$ (10,450)               |

| Account Number                | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-------------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>PARKS &amp; RECREATION</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 10-64-10                      | OVERTIME                       | 9,540.23                          | 13,418.00                       | 13,107.08                         | 15,000.00                         | 15,000.00                        |                               |
| 10-64-11                      | PERMANENT EMPLOYEE WAGES       | 270,249.15                        | 251,934.37                      | 207,409.38                        | 259,379.00                        | 402,057.00                       |                               |
| 10-64-12                      | PART-TIME WAGES                | 177,432.85                        | 228,091.05                      | 176,286.38                        | 278,027.00                        | 237,747.00                       |                               |
| 10-64-13                      | EMPLOYEE BENEFITS              | 174,413.70                        | 173,728.83                      | 144,691.15                        | 187,666.00                        | 268,627.00                       |                               |
| 10-64-15                      | UNIFORMS                       | .00                               | .00                             | .00                               | .00                               | 1,550.00                         |                               |
| 10-64-21                      | BOOKS, SUBSCRIPTS & MEMBERSHI  | 22,544.92                         | 23,396.00                       | 3,843.92                          | 23,075.00                         | 4,601.00                         |                               |
| 10-64-23                      | TRAVEL & TRAINING              | 2,574.05                          | 1,543.52                        | 3,441.56                          | 5,450.00                          | 5,100.00                         |                               |
| 10-64-24                      | OFFICE SUPPLIES                | 2,871.76                          | 4,279.48                        | 1,232.85                          | 5,800.00                          | 3,900.00                         |                               |
| 10-64-25                      | EQUIPMENT SUPPLIES & MAINT     | 56,210.71                         | 93,380.04                       | 37,419.51                         | 93,100.00                         | 121,430.00                       |                               |
| 10-64-26                      | VEHICLE EXPENSES               | 618.89                            | 624.52                          | .00                               | 2,500.00                          | 2,500.00                         |                               |
| 10-64-27                      | UTILITIES                      | 27,648.00                         | 27,679.00                       | 660.03                            | 27,715.00                         | 1,183.00                         |                               |
| 10-64-28                      | COMMUNICATIONS                 | 1,985.64                          | 1,987.34                        | 1,467.09                          | 2,000.00                          | 3,540.00                         |                               |
| 10-64-29                      | BUILDING MAINTENANCE           | 4,630.82                          | 1,766.45                        | 776.79                            | 3,500.00                          | 3,500.00                         |                               |
| 10-64-30                      | OFFICIALS                      | 14,689.93                         | 15,920.00                       | 13,151.00                         | 19,000.00                         | 20,530.00                        |                               |
| 10-64-31                      | CEMETARY MAINTENANCE           | 125.00                            | 272.00                          | 257.38                            | 1,000.00                          | 1,550.00                         |                               |
| 10-64-37                      | PROFESSIONAL & TECH SERVICES   | .00                               | 5,125.00                        | .00                               | .00                               | .00                              |                               |
| 10-64-40                      | SPECIAL DEPT. MATERIALS & SUPP | 31,834.17                         | 43,994.00                       | 6,623.09                          | 14,000.00                         | 7,000.00                         |                               |
| 10-64-42                      | SENIOR PROGRAMS                | 1,162.97                          | 1,828.15                        | 1,069.66                          | 3,000.00                          | 3,000.00                         |                               |
| 10-64-45                      | HERITAGE DAYS                  | 18,516.90                         | 12,775.75                       | .00                               | 35,000.00                         | 35,000.00                        |                               |
| 10-64-50                      | ARTS COUNCIL                   | 17,975.34                         | 13,957.42                       | 18,599.55                         | 20,000.00                         | 20,000.00                        |                               |
| Total PARKS & RECREATION:     |                                | 835,025.03                        | 915,700.92                      | 630,036.42                        | 995,212.00                        | 1,157,815.00                     |                               |
| Net Grand Totals:             |                                | 835,025.03-                       | 915,700.92-                     | 630,036.42-                       | 995,212.00-                       | 1,157,815.00-                    |                               |

**PARKS & RECREATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                             | Requested   | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-------------------------------------------------------------|-------------|----------------------------------------|-------------------|
| <b>10-64-15 Uniforms</b>                                    |             |                                        |                   |
| Prior year budget, as modified                              |             |                                        | \$ -              |
| OPTIMAL SERVICE                                             |             |                                        |                   |
| MISSION & VISION CRITICAL                                   |             |                                        |                   |
| SHORT-TERM SURVIVAL                                         |             |                                        |                   |
| Current estimates:                                          |             |                                        |                   |
| <b>Staff Uniforms</b>                                       | 1,350       | 1,350                                  |                   |
| 4-P/T @\$50 (2 shirts @ \$25), 2-F @\$25 (1 shirt @ \$25)   |             |                                        |                   |
| 2-F/T @ \$100 (2 shirts @ \$25, 1 Hoodie \$50)              |             |                                        |                   |
| 35 Rec Asst. @ \$20 (2 shirts @ \$10)                       |             |                                        |                   |
| <b>Staff Uniforms</b>                                       | 200         | 200                                    |                   |
| 2 New-F/T @ \$100 (2 shirts @ \$25, 1 Hoodie \$50)          |             |                                        |                   |
| Total budget for account                                    | \$ 1,550    | \$ 1,550                               | \$ -              |
| Amount changed from request                                 |             |                                        | \$ (1,550)        |
| Increase/(decrease) from prior year modified budget         | \$ 1,550    | \$ 1,550                               | \$ -              |
| <b>10-64-21 Books, subscriptions &amp; memberships</b>      |             |                                        |                   |
| Prior year budget, as modified                              |             |                                        | \$ 23,075         |
| Current estimates:                                          |             |                                        |                   |
| Davis County Health Permit                                  | \$ 250      | \$ 250                                 |                   |
| NRPA Membership                                             | 330         | 330                                    |                   |
| URPA Membership (5 people)                                  | 150         | 150                                    |                   |
| WFFL team fees (23 teams @ \$65.00)                         | 1,495       | 1,495                                  |                   |
| Sportsman software agreement                                | 2,376       | 2,376                                  |                   |
| Total budget for account                                    | \$ 4,601    | \$ 4,601                               | \$ -              |
| Amount changed from request                                 |             |                                        | \$ (4,601)        |
| Increase/(decrease) from prior year modified budget         | \$ (18,474) | \$ (18,474)                            | \$ (23,075)       |
| <b>10-64-23 Travel &amp; training</b>                       |             |                                        |                   |
| Prior year budget, as modified                              |             |                                        | \$ 5,450          |
| Current estimates:                                          |             |                                        |                   |
| <b>First aid certifications</b>                             | \$ 50       | \$ 50                                  |                   |
| <b>AB Conference</b>                                        | 2,700       | 2,700                                  |                   |
| <i>(Conf. Fee, Travel, Room/Board for 1.5 Emp)</i>          |             |                                        |                   |
| <b>URPA conference</b>                                      | 1,950       | 1,950                                  |                   |
| <i>(Conf. Fee, Travel, Room/Board for 3 Emp)</i>            |             |                                        |                   |
| <b>Basketball/Baseball/Softball Training Certifications</b> | 400         | 400                                    |                   |
| Total budget for account                                    | \$ 5,100    | \$ 5,100                               | \$ -              |
| Amount changed from request                                 |             |                                        | \$ (5,100)        |
| Increase/(decrease) from prior year modified budget         | \$ (350)    | \$ (350)                               | \$ (5,450)        |

**PARKS & RECREATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                  | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|----------------------------------------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>10-64-24 Office supplies</b>                                                  |            |                                        |                   |
| Prior year budget, as modified                                                   |            |                                        | \$ 5,800          |
| Current estimates:                                                               |            |                                        |                   |
| Community center                                                                 | \$ 2,500   | \$ 2,500                               |                   |
| (Paper (\$234) Pens, tape, post-its, folders, etc. (\$400) CC wristbands (\$600) |            |                                        |                   |
| Batteries (\$100) First Aid (\$100) Printer ink/Maintenance (\$1000)             |            |                                        |                   |
| Registration forms                                                               | 500        | 500                                    |                   |
| Postage (Heritage Days, Pumpkin Walk, Jr. Jazz tickets, Receipts etc.)           | 400        | 400                                    |                   |
| Membership cards                                                                 | 500        | 500                                    |                   |
| Total budget for account                                                         | \$ 3,900   | \$ 3,900                               | \$ -              |
| Amount changed from request                                                      |            |                                        | \$ (3,900)        |
| Increase/(decrease) from prior year modified budget                              | \$ (1,900) | \$ (1,900)                             | \$ (5,800)        |

**10-64-25 Equipment, supplies & maintenance**

|                                                                                                    |             |             |              |
|----------------------------------------------------------------------------------------------------|-------------|-------------|--------------|
| Prior year budget, as modified                                                                     |             |             | \$ 93,100    |
| Current estimates:                                                                                 |             |             |              |
| <b>Football</b> (See revenue acct 10-34-61 for fees collected to cover this expense)               |             |             |              |
| Football Helmets                                                                                   | \$ 5,680    | \$ 5,680    |              |
| Shoulder pads/pants                                                                                | 3,850       | 3,850       |              |
| Coaches shirts/kits                                                                                | 1,500       | 1,500       |              |
| Field Equipment                                                                                    | 950         | 950         |              |
| Football jerseys (450 @ \$35.00)                                                                   | \$15,750    | \$15,750    |              |
| <b>Soccer</b> (See revenue acct 10-34-63 for fees collected to cover this expense)                 |             |             |              |
| Soccer uniforms fall (312 @ 18.50)                                                                 | \$5,655     | \$5,655     |              |
| Soccer uniforms spring (607 @ \$18.50)                                                             | \$11,229.50 | \$11,229.50 |              |
| Soccer equipment (balls, nets, goalie shirts)                                                      | 3,000       | 3,000       |              |
| <b>Baseball/Softball</b> (See revenue acct 10-34-64 for fees collected to cover this expense)      |             |             |              |
| Baseball/Softball uniforms (1100 @ \$18.00)                                                        | 19,800      | 19,800      |              |
| Coaches Uniform                                                                                    | 3,500       | 3,500       |              |
| Baseball/Softball equipment                                                                        | 4,500       | 4,500       |              |
| Pitching Machine (1-Softball, 1-Baseball)                                                          | 3,500       | 3,500       |              |
| <b>Basketball</b> (See revenue acct 10-34-62 for fees collected to cover this expense)             |             |             |              |
| Basketball Jerseys (1150 @\$18.85)                                                                 | 20,600      | 20,600      |              |
| Basketballs                                                                                        | 1,600       | 1,600       |              |
| <b>Tennis</b> (See revenue acct 10-34-65 for fees collected to cover this expense)                 |             |             |              |
| Equipment (Balls, nets, Raquets)                                                                   | 500         | 500         |              |
| Tennis Shirts (50 @ \$10.00)                                                                       | 500         | 500         |              |
| <b>Flag Football</b>                                                                               |             |             |              |
| Equipment                                                                                          | 3,600       | 3,600       |              |
| Uniforms (260 @ \$17.75)                                                                           | 4,615       | 4,615       |              |
| <b>Misc.</b> (See revenue acct 10-34-61 through 10-34-65 for fees collected to cover this expense) |             |             |              |
| Background checks                                                                                  | 5,550       | 5,550       |              |
| Sportsmanship & League Awards                                                                      | 1,500       | 1,500       |              |
| Whistles, stopwatches, scorebooks                                                                  | 450         | 450         |              |
| First aid supplies @ the Fields                                                                    | 250         | 250         |              |
| Advertising Budget                                                                                 | 1,000       | 1,000       |              |
| Official/ Umpire Jerseys                                                                           | 850         | 850         |              |
| Ice Skates Replacement                                                                             | 1,000       | 1,000       |              |
| Merit Badge classes                                                                                | 500         | 500         |              |
| Total budget for account                                                                           | \$ 121,430  | \$ 121,430  | \$ -         |
| Amount changed from request                                                                        |             |             | \$ (121,430) |
| Increase/(decrease) from prior year modified budget                                                | \$ 28,330   | \$ 28,330   | \$ (93,100)  |

**PARKS & RECREATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                | Requested   | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|----------------------------------------------------------------|-------------|----------------------------------------|-------------------|
| <b>10-64-26 Vehicle expenses</b>                               |             |                                        |                   |
| Prior year budget, as modified                                 |             |                                        | \$ 2,500          |
| Current estimates:                                             |             |                                        |                   |
| Fuel, oil changes, etc.                                        | \$ 2,500    | \$ 2,500                               |                   |
| Total budget for account                                       | \$ 2,500    | \$ 2,500                               | \$ -              |
| Amount changed from request                                    |             |                                        | \$ (2,500)        |
| Increase/(decrease) from prior year modified budget            | \$ -        | \$ -                                   | \$ (2,500)        |
| <b>10-64-27 Utilities Expense</b>                              |             |                                        |                   |
| Prior year budget, as modified                                 |             |                                        | \$ 27,715         |
| Current estimates:                                             |             |                                        |                   |
| Utilities for Community Center                                 | \$ 1,183    | \$ 1,183                               |                   |
| Total budget for account                                       | \$ 1,183    | \$ 1,183                               | \$ -              |
| Amount changed from request                                    |             |                                        | \$ (1,183)        |
| Increase/(decrease) from prior year modified budget            | \$ (26,532) | \$ (26,532)                            | \$ (27,715)       |
| <b>10-64-28 Communications</b>                                 |             |                                        |                   |
| Prior year budget, as modified                                 |             |                                        | \$ 2,000          |
| Current estimates:                                             |             |                                        |                   |
| Cell phones (3 employees)                                      | \$ 2,160    | \$ 2,160                               |                   |
| Cell phone (new employee) includes service and new phone       | \$ 1,020    | \$ 1,020                               |                   |
| Stipend for Event Coordinator                                  | 360         | 360                                    |                   |
| Total budget for account                                       | \$ 3,540    | \$ 3,540                               | \$ -              |
| Amount changed from request                                    |             |                                        | \$ (3,540)        |
| Increase/(decrease) from prior year modified budget            | \$ 1,540    | \$ 1,540                               | \$ (2,000)        |
| <b>10-64-29 Building maintenance</b>                           |             |                                        |                   |
| Prior year budget, as modified                                 |             |                                        | \$ 3,500          |
| Current estimates:                                             |             |                                        |                   |
| Misc. Cleaning supplies (Gym wipes, Gum remover, disinfectant) | 1,000       | 1,000                                  |                   |
| Misc. building and equipment repairs                           | 2,500       | 2,500                                  |                   |
| Total budget for account                                       | \$ 3,500    | \$ 3,500                               | \$ -              |
| Amount changed from request                                    |             |                                        | \$ (3,500)        |
| Increase/(decrease) from prior year modified budget            | \$ -        | \$ -                                   | \$ (3,500)        |

**PARKS & RECREATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                                          | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|----------------------------------------------------------------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>10-64-30 Officials</b>                                                                                |           |                                        |                   |
| Prior year budget, as modified                                                                           |           |                                        | \$ 19,000         |
| Current estimates: (See revenue acct 10-34-61 through 10-34-65 for fees collected to cover this expense) |           |                                        |                   |
| Youth football (WFFL) 9 weeks , 2 fields 600.00/<br>Founders \$600.00/week x 9 weeks = \$5400.00         | \$ 9,600  | \$ 9,600                               |                   |
| Bluffridge \$600.00/week x 7 weeks = \$4200.00                                                           |           |                                        |                   |
| Jr. Jazz basketball (6th grade & up)                                                                     | 7,000     | 7,000                                  |                   |
| 6th/8th: 10 games @ \$ 50.00= \$500.00/week x 9 weeks = (4500.00)                                        |           |                                        |                   |
| 9th/10th: 5 teams @ \$25.00/official x 9 games = (1,125.00)                                              |           |                                        |                   |
| 11th/12th: 5 teams @ \$25.00/official x 9 games = (1,125.00)                                             |           |                                        |                   |
| Baseball/ Jr. High                                                                                       | 2,430     | 2,430                                  |                   |
| 6 teams @ \$90.00= \$540/week x 4.5 weeks= \$2,430                                                       |           |                                        |                   |
| Flag Football 1st/2nd ( 358.10) 3rd/4th (358.10) 5th/6th (358.10) Jr. High (358.10)                      | 1,500     | 1,500                                  |                   |
| Total budget for account                                                                                 | \$ 20,530 | \$ 20,530                              | \$ -              |
| Amount changed from request                                                                              |           |                                        | \$ (20,530)       |
| Increase/(decrease) from prior year modified budget                                                      | \$ 1,530  | \$ 1,530                               | \$ (19,000)       |

|                                                     |          |          |            |
|-----------------------------------------------------|----------|----------|------------|
| <b>10-64-31 Cemetary Maintenance</b>                |          |          |            |
| Prior year budget, as modified                      |          |          | \$ 1,000   |
| Current estimates:                                  |          |          |            |
| Board replacement                                   | \$ 500   | \$ 500   |            |
| Extra Hard Hat                                      | 50       | 50       |            |
| Head stone repairs, misc repairs                    | 1,000    | 1,000    |            |
| Total budget for account                            | \$ 1,550 | \$ 1,550 | \$ -       |
| Amount changed from request                         |          |          | \$ (1,550) |
| Increase/(decrease) from prior year modified budget | \$ 550   | \$ 550   | \$ (1,000) |

|                                                     |      |      |      |
|-----------------------------------------------------|------|------|------|
| <b>10-64-37 Professional &amp; Technical</b>        |      |      |      |
| Prior year budget, as modified                      |      |      | \$ - |
| Current estimates:                                  |      |      |      |
| Total budget for account                            | \$ - | \$ - | \$ - |
| Amount changed from request                         |      |      | \$ - |
| Increase/(decrease) from prior year modified budget | \$ - | \$ - | \$ - |

**PARKS & RECREATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                                         | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|---------------------------------------------------------------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>10-64-40 Special dept. materials &amp; supplies</b>                                                  |            |                                        |                   |
| Prior year budget, as modified                                                                          |            |                                        | \$ 14,000         |
| Current estimates: <a href="#">(See revenue acct 10-34-60 for fees collected to cover this expense)</a> |            |                                        |                   |
| Pumpkin walk                                                                                            | \$ 4,500   | \$ 4,500                               |                   |
| Easter egg hunt                                                                                         | \$ 2,500   | \$ 2,500                               |                   |
| Total budget for account                                                                                | \$ 7,000   | \$ 7,000                               | \$ -              |
| Amount changed from request                                                                             |            |                                        | \$ (7,000)        |
| Increase/(decrease) from prior year modified budget                                                     | \$ (7,000) | \$ (7,000)                             | \$ (14,000)       |
| <b>10-64-42 Senior Programs</b>                                                                         |            |                                        |                   |
| Prior year budget, as modified                                                                          |            |                                        | \$ 3,000          |
| Current estimates: <a href="#">(See revenue acct 10-34-23 for fees collected to cover this expense)</a> |            |                                        |                   |
|                                                                                                         | \$ 3,000   | \$ 3,000                               |                   |
| Total budget for account                                                                                | \$ 3,000   | \$ 3,000                               | \$ -              |
| Amount changed from request                                                                             |            |                                        | \$ (3,000)        |
| Increase/(decrease) from prior year modified budget                                                     | \$ -       | \$ -                                   | \$ (3,000)        |
| <b>10-64-45 Heritage Days</b>                                                                           |            |                                        |                   |
| Prior year budget, as modified                                                                          |            |                                        | \$ 35,000         |
| Current estimates: <a href="#">(See revenue acct 10-34-67 for fees collected to cover this expense)</a> |            |                                        |                   |
| Fireworks                                                                                               | \$ 10,000  | \$ 10,000                              |                   |
| Heritage Day Expenses                                                                                   | 25,000     | 25,000                                 |                   |
| Total budget for account                                                                                | \$ 35,000  | \$ 35,000                              | \$ -              |
| Amount changed from request                                                                             |            |                                        | \$ (35,000)       |
| Increase/(decrease) from prior year modified budget                                                     | \$ -       | \$ -                                   | \$ (35,000)       |

**PARKS & RECREATION DEPARTMENT**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                                         | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|---------------------------------------------------------------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>10-64-50 Arts Council</b>                                                                            |            |                                        |                   |
| Prior year budget, as modified                                                                          |            |                                        | \$ 17,600         |
| Current estimates: <a href="#">(See revenue acct 10-34-69 for fees collected to cover this expense)</a> |            |                                        |                   |
| Includes: Theater Committee Budget,                                                                     | \$ 20,000  | \$ 20,000                              |                   |
| Orchestra Committee Budget,                                                                             |            |                                        |                   |
| Fundraising,                                                                                            |            |                                        |                   |
| Sponsorships,                                                                                           |            |                                        |                   |
| Technology                                                                                              |            |                                        |                   |
| Total budget for account                                                                                | \$ 20,000  | \$ 20,000                              | \$ -              |
| Amount changed from request                                                                             |            |                                        | \$ (20,000)       |
| Increase/(decrease) from prior year modified budget                                                     | \$ 2,400   | \$ 2,400                               | \$ (17,600)       |
| <b>10-64-70 Capital outlay</b>                                                                          |            |                                        |                   |
| Prior year budget, as modified                                                                          |            |                                        | \$ -              |
| Current estimates:                                                                                      |            |                                        |                   |
| Total budget for account                                                                                | \$ -       | \$ -                                   | \$ -              |
| Amount changed from request                                                                             |            |                                        | \$ -              |
| Increase/(decrease) from prior year modified budget                                                     | \$ -       | \$ -                                   | \$ -              |
| <b>Total expenditures</b>                                                                               |            |                                        |                   |
| Prior year budget, as modified                                                                          |            |                                        | \$ 169,425        |
| Total budget for expenditures                                                                           | \$ 232,834 | \$ 232,834                             | \$ -              |
| Amount changed from request                                                                             |            |                                        | \$ (232,834)      |
| Increase/(decrease) from prior year modified budget                                                     | \$ 63,409  | \$ 63,409                              | \$ (169,425)      |

PARKS MAINTENANCE FEE FUND

| Account Number               | Account Title                | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------|------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>MISCELLANEOUS REVENUE</b> |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 17-36-10                     | INTEREST EARNINGS            | 123.95                            | 373.46                          | 613.61                            | 300.00                            | 600.00                           |                               |
| 17-36-90                     | SUNDRY REVENUES              | .00                               | .00                             | 5,424.88                          | 4,525.00                          | .00                              |                               |
| Total MISCELLANEOUS REVENUE: |                              | 123.95                            | 373.46                          | 6,038.49                          | 4,825.00                          | 600.00                           |                               |
| <b>OPERATING REVENUES</b>    |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 17-37-10                     | PARK MAINTENANCE FEE         | 240,332.39                        | 248,071.29                      | 212,351.45                        | 253,000.00                        | 272,490.00                       |                               |
| Total OPERATING REVENUES:    |                              | 240,332.39                        | 248,071.29                      | 212,351.45                        | 253,000.00                        | 272,490.00                       |                               |
| <b>FUND BALANCE</b>          |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 17-39-50                     | USE OF FUND BALANCE          | .00                               | .00                             | .00                               | 27,094.00                         | 34,788.00                        |                               |
| Total FUND BALANCE:          |                              | .00                               | .00                             | .00                               | 27,094.00                         | 34,788.00                        |                               |
| <b>PARK MAINTENANCE FUND</b> |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 17-40-15                     | UNIFORMS                     | .00                               | .00                             | .00                               | .00                               | 3,150.00                         |                               |
| 17-40-23                     | TRAVEL & TRAINING            | 2,750.48                          | 1,479.56                        | 2,446.90                          | 5,500.00                          | 5,500.00                         |                               |
| 17-40-25                     | EQUIPMENT SUPPLIES & MAINT   | 11,610.00                         | 16,502.57                       | 9,706.11                          | 18,730.00                         | 16,680.00                        |                               |
| 17-40-26                     | VEHICLE EXPENSE              | 25,859.75                         | 22,856.35                       | 12,925.71                         | 30,000.00                         | 30,000.00                        |                               |
| 17-40-27                     | UTILITIES                    | 6,503.39                          | 7,995.08                        | 8,382.26                          | 10,000.00                         | 36,568.00                        |                               |
| 17-40-28                     | COMMUNICATIONS               | 1,584.68                          | 1,366.64                        | 983.72                            | 1,500.00                          | 3,270.00                         |                               |
| 17-40-30                     | BUILDINGS & GROUNDS MAINTAIN | 127,314.59                        | 101,753.93                      | 93,779.11                         | 186,460.00                        | 189,610.00                       |                               |
| 17-40-55                     | BAD DEBT                     | .00                               | .00                             | .00                               | 100.00                            | 100.00                           |                               |
| 17-40-70                     | CAPITAL OUTLAY               | 33,399.35                         | 16,766.96                       | 25,187.00                         | 32,629.00                         | 23,000.00                        |                               |
| Total PARK MAINTENANCE FUND: |                              | 209,022.24                        | 168,721.09                      | 153,410.81                        | 284,919.00                        | 307,878.00                       |                               |
| Net Grand Totals:            |                              | 31,434.10                         | 79,723.66                       | 64,979.13                         | .00                               | .00                              |                               |

**PARKS MAINTENANCE FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                     | Requested | City Manager/Counc<br>Recommendation | Adopted<br>Budget |
|-------------------------------------------------------------------------------------|-----------|--------------------------------------|-------------------|
| <b>17-40-15 Uniforms</b>                                                            |           |                                      |                   |
| Prior year budget, as modified                                                      |           |                                      | \$ -              |
| Current estimates:                                                                  |           |                                      |                   |
| <b>Staff Uniform</b>                                                                | 1,750     | 1,750                                |                   |
| 3-F/T Staff @ \$350/Emp. (Boots (\$150), 4-Shirts (\$100), 2-Hoodie/Jacket (\$100)) |           |                                      |                   |
| 2-P/T Staff @ \$100/Emp. (2-Shirts (\$50), 1-Hoodie (\$50))                         |           |                                      |                   |
| 10-Seasonal Staff @ \$50/Emp. (2-Shirts (\$50))                                     |           |                                      |                   |
| <b>Staff Uniform (1 New F/T Employee)</b>                                           | 350       | 350                                  |                   |
| 1-F/T Staff @ \$350/Emp. (Boots (\$150), 4-Shirts (\$100), 2-Hoodie/Jacket (\$100)) |           |                                      |                   |
| <b>Staff PPE</b>                                                                    | 950       | 950                                  |                   |
| 3-F/T Staff @ \$100/Emp. (Hard Hat, Vest, Gloves, Safety Glasses, Ear Plugs)        |           |                                      |                   |
| 2-P/T Staff @ \$75/Emp. (Gloves, Vest, Safety Glasses, Ear Plugs)                   |           |                                      |                   |
| 10 Season Staff @ &50/Emp. (Gloves, Safety Glasses, Ear Plugs)                      |           |                                      |                   |
| <b>Staff PPE (1 New F/T Employee)</b>                                               | 100       | 100                                  |                   |
| 1-F/T Staff @ \$100/Emp. (Hard Hat, Vest, Gloves, Safety Glasses, Ear Plugs)        |           |                                      |                   |
| Total budget for account                                                            | \$ 3,150  | \$ 3,150                             | \$ -              |
| Amount changed from request                                                         |           |                                      | \$ (3,150)        |
| Increase/(decrease) from prior year modified budget                                 | \$ 3,150  | \$ 3,150                             | \$ -              |
| <b>17-40-23 Travel &amp; training</b>                                               |           |                                      |                   |
| Prior year budget, as modified                                                      |           |                                      | \$ 5,500          |
| Current estimates:                                                                  |           |                                      |                   |
| <b>ABC/STMA Conference</b>                                                          | \$ 2,700  | \$ 2,700                             |                   |
| (Conf. Fee, Travel, Room/Board for 1.5 Emp. @ \$1800/Emp.)                          |           |                                      |                   |
| <b>URPA/UCPC Conference</b>                                                         | 1,950     | 1,950                                |                   |
| (Conf. Fee, Travel, Room/Board for 3 Emp. @ \$650/Emp.)                             |           |                                      |                   |
| <b>Pesticide Application Liscense/Classes</b>                                       | 200       | 200                                  |                   |
| (2 Emp. @ \$100/Emp.)                                                               |           |                                      |                   |
| <b>Pesticide Application Liscense/Classes (1 New F/T Employee)</b>                  | 100       | 100                                  |                   |
| (1 Emp. @ \$100/Emp.)                                                               |           |                                      |                   |
| <b>CPSI Cert. (Certified Playground Safety Inspector)</b>                           | 550       | 550                                  |                   |
| (Course, Exam, & Kit for 1 Emp. @ \$550)                                            |           |                                      |                   |
| Total budget for account                                                            | \$ 5,500  | \$ 5,500                             | \$ -              |
| Amount changed from request                                                         |           |                                      | \$ (5,500)        |
| Increase/(decrease) from prior year modified budget                                 | \$ -      | \$ -                                 | \$ (5,500)        |

**PARKS MAINTENANCE FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                                                                        | <u>Requested</u> | <u>City Manager/Counc<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|----------------------------------------------------------------------------------------------------------------------------------------|------------------|----------------------------------------------|---------------------------|
| <b>17-40-25 Equipment and Supplies</b>                                                                                                 |                  |                                              |                           |
| Prior year budget, as modified                                                                                                         |                  |                                              | <u>\$ 18,730</u>          |
| Current estimates:                                                                                                                     |                  |                                              |                           |
| <b>Trimmers (3)</b>                                                                                                                    | \$ 900           | \$ 900                                       |                           |
| <b>Equipment Maintenance &amp; Repair</b><br>(i.e. Oil, Filters, Tools, Mower/Tractor/Excavator Repair(s),<br>Portable Air Tank, etc.) | 10,500           | 10,500                                       |                           |
| <b>Payment to DWR for Fish</b>                                                                                                         | 5,280            | 5,280                                        |                           |
| Total budget for account                                                                                                               | <u>\$ 16,680</u> | <u>\$ 16,680</u>                             | <u>\$ -</u>               |
| Amount changed from request                                                                                                            |                  |                                              | \$ (16,680)               |
| Increase/(decrease) from prior year modified budget                                                                                    | \$ (2,050)       | \$ (2,050)                                   | \$ (18,730)               |

|                                                       |                  |                  |                  |
|-------------------------------------------------------|------------------|------------------|------------------|
| <b>17-40-26 Vehicle expenses</b>                      |                  |                  |                  |
| Prior year budget, as modified                        |                  |                  | <u>\$ 30,000</u> |
| Current estimates:                                    |                  |                  |                  |
| <b>Fuel</b>                                           | \$ 26,450        | \$ 26,450        |                  |
| <b>Vehicle Repairs &amp; Preventative Maintenance</b> | 3,550            | 3,550            |                  |
| Total budget for account                              | <u>\$ 30,000</u> | <u>\$ 30,000</u> | <u>\$ -</u>      |
| Amount changed from request                           |                  |                  | \$ (30,000)      |
| Increase/(decrease) from prior year modified budget   | \$ -             | \$ -             | \$ (30,000)      |

**PARKS MAINTENANCE FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | City Manager/Counc<br>Requested | Recommendation   | Adopted<br>Budget |
|-----------------------------------------------------|---------------------------------|------------------|-------------------|
| <b>17-40-27 Utilities</b>                           |                                 |                  |                   |
| Prior year budget, as modified                      |                                 |                  | \$ 10,000         |
| Current estimates:                                  |                                 |                  |                   |
| Power for parks                                     | 10,000                          | 10,000           |                   |
| Utilities for Parks                                 | 26,568                          | 26,568           |                   |
| Total budget for account                            | <u>\$ 36,568</u>                | <u>\$ 36,568</u> | <u>\$ -</u>       |
| Amount changed from request                         |                                 |                  | \$ (36,568)       |
| Increase/(decrease) from prior year modified budget | \$ 26,568                       | \$ 26,568        | \$ (10,000)       |

**17-40-28 Communications**

|                                                                 |                 |                 |             |
|-----------------------------------------------------------------|-----------------|-----------------|-------------|
| Prior year budget, as modified                                  |                 |                 | \$ 1,500    |
| Current estimates:                                              |                 |                 |             |
| Cell phones                                                     | \$ 2,250        | \$ 2,250        |             |
| <b>Cell phone (new employee) includes service and new phone</b> | \$ 1,020        | \$ 1,020        |             |
| Total budget for account                                        | <u>\$ 3,270</u> | <u>\$ 3,270</u> | <u>\$ -</u> |
| Amount changed from request                                     |                 |                 | \$ (3,270)  |
| Increase/(decrease) from prior year modified budget             | \$ 1,770        | \$ 1,770        | \$ (1,500)  |

**PARKS MAINTENANCE FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                                                          | City Manager/Counc<br>Requested | Recommendation | Adopted<br>Budget |
|--------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------|-------------------|
| <b>17-40-30 Buildings &amp; grounds maintenance</b>                                                                      |                                 |                |                   |
| Prior year budget, as modified                                                                                           |                                 |                | \$ 165,210        |
| Current estimates:                                                                                                       |                                 |                |                   |
| <b>Emigration Trail Resurfacing (High Density Mineral Bond @ 5.3 Miles)</b>                                              | \$ 50,000                       | \$ 50,000      |                   |
| <i>Engineering Estimate</i>                                                                                              |                                 |                |                   |
| <b>Parking Lot Maintenance - Jensen Park Crack Seal &amp; Striping</b>                                                   | 3,810                           | 3,810          |                   |
| Jensen Parking Lot (\$3,810) - Crack Seal (\$3,600) & Striping (\$210)                                                   |                                 |                |                   |
| <b>Parking Lot Resurface @ 3000 West and Bluff Trailhead</b>                                                             | 1,100                           | 1,100          |                   |
| High Density Mineral Bond (\$1,000) & Striping (\$100)                                                                   |                                 |                |                   |
| <b>Trail Underpass Pump Replacement</b>                                                                                  | 3,000                           | 3,000          |                   |
| <b>Athletic Field Preparation Materials</b>                                                                              | 10,000                          | 10,000         |                   |
| Paint & Supplies (\$3,200), Chalk (\$400),<br>Infield Mix/Conditioners/Clay (\$6,400)                                    |                                 |                |                   |
| <b>Turf &amp; Weed Management Materials</b>                                                                              | 33,700                          | 33,700         |                   |
| Nutrients - Fertilizer/Agents (\$27,200) & Top Dress (\$2,500)<br>Weed/Pest Control - Pesticides & Herbicides (\$4,500)  |                                 |                |                   |
| <b>Irrigation Maintenance &amp; Repairs</b>                                                                              | 6,500                           | 6,500          |                   |
| (Tools, Replacement Controllers, Transmitters, Valve Boxes,<br>Valves, Sprinkler Replacements/Parts, Filters)            |                                 |                |                   |
| <b>Irrigation Central Controller - Founders Park</b>                                                                     | 10,000                          | 10,000         |                   |
| <b>Playground Equipment Repair</b>                                                                                       | 2,000                           | 2,000          |                   |
| <b>Playground Surface Material Replacement</b>                                                                           | 10,000                          | 10,000         |                   |
| Canterbury (\$4,000) - (Includes Excavation & Installation)<br>Founders (\$6,000) - (Includes Excavation & Installation) |                                 |                |                   |
| <b>Playground Surface Material Refill(s)</b>                                                                             | 5,000                           | 5,000          |                   |
| <b>Park Restroom &amp; Facility Maintenance Supplies/Repairs</b>                                                         | 5,000                           | 5,000          |                   |
| (Cleaning Supplies, Toilet Paper, Garbage Liners, Vandalism Repairs, etc.)                                               |                                 |                |                   |
| <b>Portable Restroom Rentals</b>                                                                                         | 3,500                           | 3,500          |                   |
| <b>Tree Initiative Program</b>                                                                                           | 6,000                           | 6,000          |                   |
| <b>Tree/Arbor Trim Maintenance - SE Quadrant</b>                                                                         | 10,500                          | 10,500         |                   |
| Bluffridge (\$1,000), Centennial (\$3,000), Legacy (\$4,000), Linda Vista (\$2,500)                                      |                                 |                |                   |
| <b>Salt/Ice Melt - (Comm. Center, Police Stat., Level 1 Parking Lots)</b>                                                | 2,000                           | 2,000          |                   |
| <b>Skating Rink Supplies &amp; Maintenance</b>                                                                           | -                               | -              |                   |
| <b>Table/Bench/Garbage Receptacle Replacement(s)/Addition(s)</b>                                                         | 3,500                           | 3,500          |                   |
| Tables (2 @ \$1,000), Benches (4 @ \$500), Garbage Receptacles (4 @ \$500)                                               |                                 |                |                   |
| <b>Baseball Field Backstop @ Founders (Fields 1/2)</b>                                                                   | 20,000                          | -              |                   |
| <b>Miscellaneous Improvements in parks</b>                                                                               | -                               | 20,000         |                   |
| <b>Volunteer Projects</b>                                                                                                | 4,000                           | 4,000          |                   |
| Total budget for account                                                                                                 | \$ 189,610                      | \$ 189,610     | \$ -              |
| Amount changed from request                                                                                              |                                 |                | \$ (189,610)      |
| Increase/(decrease) from prior year modified budget                                                                      | \$ 24,400                       | \$ 24,400      | \$ (165,210)      |

**PARKS MAINTENANCE FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | City Manager/Counc<br>Requested | Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|---------------------------------|----------------|-------------------|
| <b>17-40-55 Bad debt</b>                            |                                 |                |                   |
| Prior year budget, as modified                      |                                 |                | \$ 100            |
| Current estimates:                                  |                                 |                |                   |
| <b>Uncollectible accounts</b>                       | \$ 100                          | \$ 100         |                   |
| Total budget for account                            | \$ 100                          | \$ 100         | \$ -              |
| Amount changed from request                         |                                 |                | \$ (100)          |
| Increase/(decrease) from prior year modified budget | \$ -                            | \$ -           | \$ (100)          |

|                                                     |            |            |             |
|-----------------------------------------------------|------------|------------|-------------|
| <b>17-40-70 Capital outlay</b>                      |            |            |             |
| Prior year budget, as modified                      |            |            | \$ 32,629   |
| Current estimates:                                  |            |            |             |
| <b>Grasshopper Mower for Mow Crew</b>               | \$ 15,000  | \$ 15,000  |             |
| <b>Replacement Snow Plow for 1-Ton</b>              | 8,000      | 8,000      |             |
| Total budget for account                            | \$ 23,000  | \$ 23,000  | \$ -        |
| Amount changed from request                         |            |            | \$ (23,000) |
| Increase/(decrease) from prior year modified budget | \$ (9,629) | \$ (9,629) | \$ (32,629) |

|                                                     |            |            |              |
|-----------------------------------------------------|------------|------------|--------------|
| <b>Total expenditures</b>                           |            |            |              |
| Prior year budget, as modified                      |            |            | \$ 263,669   |
| Total budget for expenditures                       | \$ 304,728 | \$ 304,728 | \$ -         |
| Amount changed from request                         |            |            | \$ (304,728) |
| Increase/(decrease) from prior year modified budget | \$ 41,059  | \$ 41,059  | \$ (263,669) |

# STREET LIGHTING FEE FUND

| Account Number               | Account Title              | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------|----------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>MISCELLANEOUS REVENUE</b> |                            |                                   |                                 |                                   |                                   |                                  |                               |
| 18-36-10                     | INTEREST EARNINGS          | 272.09                            | 287.63                          | 195.01                            | 300.00                            | 300.00                           |                               |
| 18-36-90                     | Sundry Revenue             | 37,493.71                         | .00                             | 1,617.22                          | .00                               | 21,000.00                        |                               |
| Total MISCELLANEOUS REVENUE: |                            | 37,765.80                         | 287.63                          | 1,812.23                          | 300.00                            | 21,300.00                        |                               |
| <b>OPERATING REVENUES</b>    |                            |                                   |                                 |                                   |                                   |                                  |                               |
| 18-37-10                     | STREET LIGHTING FEE        | 110,289.71                        | 113,782.62                      | 97,261.26                         | 116,000.00                        | 121,176.00                       |                               |
| Total OPERATING REVENUES:    |                            | 110,289.71                        | 113,782.62                      | 97,261.26                         | 116,000.00                        | 121,176.00                       |                               |
| <b>NON-OPERATING REVENUE</b> |                            |                                   |                                 |                                   |                                   |                                  |                               |
| 18-38-85                     | STREET LIGHT PARTICIPATION | 23,640.00                         | 43,594.83                       | 89,229.33                         | 25,000.00                         | 100,000.00                       |                               |
| Total NON-OPERATING REVENUE: |                            | 23,640.00                         | 43,594.83                       | 89,229.33                         | 25,000.00                         | 100,000.00                       |                               |
| <b>FUND BALANCE</b>          |                            |                                   |                                 |                                   |                                   |                                  |                               |
| 18-39-50                     | USE OF FUND BALANCE        | .00                               | .00                             | .00                               | 5,300.00                          | 24,803.00                        |                               |
| Total FUND BALANCE:          |                            | .00                               | .00                             | .00                               | 5,300.00                          | 24,803.00                        |                               |
| <b>STREET LIGHTING FUND</b>  |                            |                                   |                                 |                                   |                                   |                                  |                               |
| 18-40-25                     | STREET LIGHT MAINTENANCE   | 38,896.21                         | 2,092.41                        | 1,247.34                          | 5,000.00                          | 26,625.00                        |                               |
| 18-40-27                     | STREET LIGHT UTILITIES     | 12,071.54                         | 14,087.43                       | 11,969.78                         | 18,000.00                         | 18,000.00                        |                               |
| 18-40-33                     | STREET LIGHT INSTALLATION  | 13,952.04                         | 79,410.47                       | 41,995.12                         | 35,000.00                         | 131,000.00                       |                               |
| 18-40-40                     | CAPITAL LEASE REPAYMENT    | 81,847.06                         | 83,388.56                       | 88,163.04                         | 88,500.00                         | 91,554.00                        |                               |
| 18-40-55                     | BAD DEBT                   | .00                               | .00                             | .00                               | 100.00                            | 100.00                           |                               |
| Total STREET LIGHTING FUND:  |                            | 146,766.85                        | 178,978.87                      | 143,375.28                        | 146,600.00                        | 267,279.00                       |                               |
| Net Grand Totals:            |                            | 24,928.66                         | 21,313.79-                      | 44,927.54                         | .00                               | .00                              |                               |

**STREET LIGHTING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>18-40-25 Street light maintenance</b>            |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>5,000</u>           |
| OPTIMAL SERVICE                                     |                   |                                                |                           |
| MISSION & VISION CRITICAL                           |                   |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                   |                                                |                           |
| Current estimates:                                  |                   |                                                |                           |
| Repair of broken lights, panels, etc                | \$ 5,625          | \$ 5,625                                       |                           |
| Vehicle strikes                                     | 21,000            | 21,000                                         |                           |
| Total budget for account                            | \$ <u>26,625</u>  | \$ <u>26,625</u>                               | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (26,625)               |
| Increase/(decrease) from prior year modified budget | \$ 21,625         | \$ 21,625                                      | \$ (5,000)                |
| <b>18-40-27 Street light utilities</b>              |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>15,000</u>          |
| Current estimates:                                  |                   |                                                |                           |
| Power for Street Lighting                           | \$ 18,000         | \$ 18,000                                      |                           |
| Total budget for account                            | \$ <u>18,000</u>  | \$ <u>18,000</u>                               | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (18,000)               |
| Increase/(decrease) from prior year modified budget | \$ 3,000          | \$ 3,000                                       | \$ (15,000)               |
| <b>18-40-33 Street light installation</b>           |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>35,000</u>          |
| Current estimates:                                  |                   |                                                |                           |
| Street light deficiencies (5 lights)                | \$ 15,000         | \$ 31,000                                      |                           |
| New street light in developments                    | \$ 100,000        | \$ 100,000                                     |                           |
| Total budget for account                            | \$ <u>115,000</u> | \$ <u>131,000</u>                              | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (115,000)              |
| Increase/(decrease) from prior year modified budget | \$ 80,000         | \$ 96,000                                      | \$ (35,000)               |

**STREET LIGHTING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>18-40-40 Capital Lease Repayment</b>             |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 88,500                 |
| Current estimates:                                  |                  |                                                |                           |
| Capital Lease Payment                               | 91,554           | 91,554                                         |                           |
| Total budget for account                            | \$ 91,554        | \$ 91,554                                      | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (91,554)               |
| Increase/(decrease) from prior year modified budget | \$ 3,054         | \$ 3,054                                       | \$ (88,500)               |
| <b>18-40-55 Bad debt</b>                            |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 100                    |
| Current estimates:                                  |                  |                                                |                           |
| Uncollectible accounts                              | 100              | 100                                            |                           |
| Total budget for account                            | \$ 100           | \$ 100                                         | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (100)                  |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (100)                  |
| <b>Total expenditures</b>                           |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 143,600                |
| Total budget for expenditures                       | \$ 251,279       | \$ 267,279                                     | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (251,279)              |
| Increase/(decrease) from prior year modified budget | \$ 107,679       | \$ 123,679                                     | \$ (143,600)              |

## CLASS “C” ROADS FUND

| Account Number               | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>REVENUE</b>               |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 20-33-10                     | FEDERAL GRANTS                 | .00                               | .00                             | .00                               | 147,000.00                        | .00                              |                               |
| 20-33-50                     | CONTRIBUTIONS - COUNTY         | .00                               | .00                             | .00                               | .00                               | 276,000.00                       |                               |
| 20-33-56                     | CLASS "C" ROAD FUND ALLOTMENT  | 722,143.81                        | 761,797.37                      | 481,682.16                        | 886,171.50                        | 914,000.00                       |                               |
| Total REVENUE:               |                                | 722,143.81                        | 761,797.37                      | 481,682.16                        | 1,033,171.50                      | 1,190,000.00                     |                               |
| <b>REVENUE</b>               |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 20-34-35                     | ROAD CUT PERMITS               | 15,295.55                         | 14,342.20                       | 12,688.05                         | 10,000.00                         | 10,000.00                        |                               |
| Total REVENUE:               |                                | 15,295.55                         | 14,342.20                       | 12,688.05                         | 10,000.00                         | 10,000.00                        |                               |
| <b>MISCELLANEOUS REVENUE</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 20-36-10                     | INTEREST INCOME                | 2,293.93                          | 3,101.70                        | 1,746.95                          | 500.00                            | 1,500.00                         |                               |
| 20-36-90                     | SUNDRY REVENUES                | 27,648.50                         | 359.84                          | 1,349.88                          | 7,350.00                          | .00                              |                               |
| Total MISCELLANEOUS REVENUE: |                                | 29,942.43                         | 3,461.54                        | 3,096.83                          | 7,850.00                          | 1,500.00                         |                               |
| <b>FUND BALANCE</b>          |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 20-39-40                     | TRANSFERS FROM OTHER FUNDS     | 224,558.00                        | 400,000.00                      | .00                               | .00                               | .00                              |                               |
| 20-39-50                     | USE OF FUND BALANCE            | .00                               | .00                             | .00                               | 452,774.50                        | .00                              |                               |
| Total FUND BALANCE:          |                                | 224,558.00                        | 400,000.00                      | .00                               | 452,774.50                        | .00                              |                               |
| <b>EXPENDITURES</b>          |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 20-40-25                     | EQUIPMENT SUPPLIES AND MAINTEN | 13,709.43                         | 26,543.14                       | 25,110.26                         | 31,300.00                         | 35,280.00                        |                               |
| 20-40-26                     | VEHICLE EXPENSES               | 39,299.64                         | 41,323.47                       | 24,048.33                         | 45,300.00                         | 43,900.00                        |                               |
| 20-40-30                     | APPROPRIATED SURPLUS           | .00                               | .00                             | .00                               | 9,750.00                          | 60,401.00                        |                               |
| 20-40-37                     | PROFESSIONAL & TECH SERVICES   | .00                               | .00                             | 215.13                            | 12,000.00                         | 6,000.00                         |                               |
| 20-40-43                     | SPECIAL HIGHWAY SUPPLIES       | .00                               | .00                             | .00                               | .00                               | 113,000.00                       |                               |
| 20-40-44                     | SPECIAL HIGHWAY PROJECTS       | 60,724.57                         | 112,533.05                      | 64,948.86                         | 110,350.00                        | .00                              |                               |
| 20-40-70                     | CAPITAL PROJECTS               | 1,089,717.52                      | 1,081,844.88                    | 426,951.75                        | 1,252,096.00                      | 942,919.00                       |                               |
| 20-40-75                     | CAPITAL EQUIPMENT              | 16,998.36                         | 31,258.52                       | 37,915.76                         | 43,000.00                         | .00                              |                               |
| Total EXPENDITURES:          |                                | 1,220,449.52                      | 1,293,503.06                    | 579,190.09                        | 1,503,796.00                      | 1,201,500.00                     |                               |
| Net Grand Totals:            |                                | 228,509.73-                       | 113,901.95-                     | 81,723.05-                        | .00                               | .00                              |                               |

**CLASS C ROADS FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>20-40-25 Equipment, supplies &amp; maintenance</b> |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ <u><u>31,300</u></u>   |
| OPTIMAL SERVICE                                       |                  |                                                |                           |
| MISSION & VISION CRITICAL                             |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                   |                  |                                                |                           |
| Current estimates:                                    |                  |                                                |                           |
| Plow blades                                           | \$ 9,460         | \$ 9,460                                       |                           |
| Asphalt rakes/tools                                   | 250              | 250                                            |                           |
| Salt spreader repairs                                 | 2,500            | 2,500                                          |                           |
| Shovels                                               | 200              | 200                                            |                           |
| Concrete finishing tools/stakes/forms                 | 1,500            | 1,500                                          |                           |
| Paint - long line, crosswalk, speed bump              | 19,370           | 19,370                                         |                           |
| Sandblast / Repaint Utility truck beds                | 1,500            | 1,500                                          |                           |
| Safety signs/barracades                               | 500              | 500                                            |                           |
|                                                       | <u>35,280</u>    | <u>35,280</u>                                  | <u>-</u>                  |
| Total budget for account                              | \$ <u>35,280</u> | \$ <u>35,280</u>                               | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ (35,280)               |
| Increase/(decrease) from prior year modified budget   | \$ 3,980         | \$ 3,980                                       | \$ (31,300)               |

**20-40-26 Vehicle expenses**

|                                                     |                  |                  |                         |
|-----------------------------------------------------|------------------|------------------|-------------------------|
| Prior year budget, as modified                      |                  |                  | \$ <u><u>45,300</u></u> |
| Current e: Fuel                                     |                  |                  |                         |
| Tires - F350                                        | \$ 1,300         | \$ 1,300         |                         |
| Tires - 06 Dodge Utility                            | \$ 1,100         | \$ 1,100         |                         |
| Oil changes/Hydraulic Changes                       | \$ 4,500         | \$ 4,500         |                         |
| Fuel                                                | \$ 22,000        | \$ 22,000        |                         |
| Misc Plow, sweeper, truck repairs                   | \$ 15,000        | \$ 15,000        |                         |
|                                                     | <u>43,900</u>    | <u>43,900</u>    | <u>-</u>                |
| Total budget for account                            | \$ <u>43,900</u> | \$ <u>43,900</u> | \$ -                    |
| Amount changed from request                         |                  |                  | \$ (43,900)             |
| Increase/(decrease) from prior year modified budget | \$ (1,400)       | \$ (1,400)       | \$ (45,300)             |

**CLASS C ROADS FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>20-40-37 Professional &amp; technical services</b> |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ 12,000                 |
| Current estimates:                                    |                  |                                                |                           |
| Grant Writing                                         | 6,000            | 6,000                                          |                           |
| Total budget for account                              | \$ 6,000         | \$ 6,000                                       | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ (6,000)                |
| Increase/(decrease) from prior year modified budget   | \$ (6,000)       | \$ (6,000)                                     | \$ (12,000)               |

|                                                       |            |            |              |
|-------------------------------------------------------|------------|------------|--------------|
| <b>20-40-44 Special highway projects</b>              |            |            |              |
| Prior year budget, as modified                        |            |            | \$ 110,350   |
| Current estimates:                                    |            |            |              |
| Road salt                                             | \$ 33,000  | \$ 33,000  |              |
| Flex for crack seal                                   | \$ 30,000  | \$ 30,000  |              |
| ADA Sidewalk ramp compliance                          | \$ 21,000  | \$ 21,000  |              |
| Street Signage Retro reflectivity Requirements (feds) | \$ 8,000   | \$ 8,000   |              |
| Small failed area/Pot Hole Repair                     | \$ 15,000  | \$ 15,000  |              |
| Sidewalk/trip hazard repair                           | \$ 6,000   | \$ 6,000   |              |
| Total budget for account                              | \$ 113,000 | \$ 113,000 | \$ -         |
| Amount changed from request                           |            |            | \$ (113,000) |
| Increase/(decrease) from prior year modified budget   | \$ 2,650   | \$ 2,650   | \$ (110,350) |

**CLASS C ROADS FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                  | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|----------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>20-40-70 Capital projects</b> |                  |                                                |                           |
| Prior year budget, as modified   |                  |                                                | \$ 1,252,096              |

Current estimates:

**Projects**

|                               |         |         |  |
|-------------------------------|---------|---------|--|
| 2000 West (2175 S. to 2700 S) | 150,000 | 150,000 |  |
|-------------------------------|---------|---------|--|

**Surface Treatments**

|                                                 |         |         |  |
|-------------------------------------------------|---------|---------|--|
| 4000 West Overlay (2700 S to Sewer District)    | 62,400  | 62,400  |  |
| 2175 South Overlay (2000 W to 1730 W)           | 108,708 | 108,708 |  |
| Heritage Lane Overlay (1700 S to 1975 S)        | 62,200  | 62,200  |  |
| Bluff Road Overlay (1700 S to Bluff Pump House) | 304,111 | 304,111 |  |
| Allison Way Overlay (2700 S to Speed Hump)      | 40,000  | 40,000  |  |
| 1000 West (1700 S. to 2700 S.)                  | 100,000 | 100,000 |  |
| Collars/Lev. Course/Milling/Traffic Cont(20%)   | 115,500 | 115,500 |  |

|                                                     |              |              |                |
|-----------------------------------------------------|--------------|--------------|----------------|
| Total budget for account                            | \$ 942,919   | \$ 942,919   | \$ -           |
| Amount changed from request                         |              |              | \$ (942,919)   |
| Increase/(decrease) from prior year modified budget | \$ (309,177) | \$ (309,177) | \$ (1,252,096) |

**20-40-75 Capital equipment**

|                                |  |  |           |
|--------------------------------|--|--|-----------|
| Prior year budget, as modified |  |  | \$ 43,000 |
|--------------------------------|--|--|-----------|

Current estimates:

|                                                     |             |             |             |
|-----------------------------------------------------|-------------|-------------|-------------|
| Total budget for account                            | \$ -        | \$ -        | \$ -        |
| Amount changed from request                         |             |             | \$ -        |
| Increase/(decrease) from prior year modified budget | \$ (43,000) | \$ (43,000) | \$ (43,000) |

**Total expenditures**

|                                |  |  |              |
|--------------------------------|--|--|--------------|
| Prior year budget, as modified |  |  | \$ 1,494,046 |
|--------------------------------|--|--|--------------|

|                                                     |              |              |                |
|-----------------------------------------------------|--------------|--------------|----------------|
| Total budget for expenditures                       | \$ 1,141,099 | \$ 1,141,099 | \$ -           |
| Amount changed from request                         |              |              | \$ (1,141,099) |
| Increase/(decrease) from prior year modified budget | \$ (352,947) | \$ (352,947) | \$ (1,494,046) |

# CAPITAL IMPROVEMENT FUND

| Account Number                     | Account Title                | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>TAXES</b>                       |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 80-31-40                           | FRANCHISE TAX                | 1,396,532.80                      | 1,368,164.52                    | .00                               | .00                               | .00                              |                               |
| Total TAXES:                       |                              | 1,396,532.80                      | 1,368,164.52                    | .00                               | .00                               | .00                              |                               |
| <b>INTERGOVERNMENTAL REVENUE</b>   |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 80-33-10                           | FEDERAL GRANTS               | .00                               | 177,243.54                      | .00                               | .00                               | 250,596.00                       |                               |
| 80-33-15                           | STATE GRANTS                 | .00                               | 24,000.00                       | 40,798.57                         | 40,800.00                         | .00                              |                               |
| 80-33-20                           | CAPITAL LEASE PROCEEDS       | .00                               | 400,500.00                      | .00                               | .00                               | .00                              |                               |
| Total INTERGOVERNMENTAL REVENUE:   |                              | .00                               | 601,743.54                      | 40,798.57                         | 40,800.00                         | 250,596.00                       |                               |
| <b>MISCELLANEOUS REVENUE</b>       |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 80-36-10                           | INTEREST INCOME              | 982.93                            | 1,154.41                        | 538.92                            | .00                               | .00                              |                               |
| 80-36-40                           | SALE OF CAPITAL ASSETS       | .00                               | 53,310.40                       | .00                               | .00                               | .00                              |                               |
| 80-36-50                           | CELL TOWER REVENUE           | 70,456.29                         | 87,573.17                       | .00                               | .00                               | .00                              |                               |
| 80-36-90                           | SUNDRY REVENUE               | 20,839.96                         | 10,824.37                       | .00                               | .00                               | .00                              |                               |
| Total MISCELLANEOUS REVENUE:       |                              | 92,279.18                         | 152,862.35                      | 538.92                            | .00                               | .00                              |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 80-39-40                           | TRANSFERS FROM OTHER FUNDS   | .00                               | .00                             | 545,000.00                        | 545,000.00                        | 445,000.00                       |                               |
| 80-39-45                           | CONTRIBUTIONS                | 2,650.00                          | 72,159.68                       | 35.00                             | .00                               | .00                              |                               |
| 80-39-50                           | USE OF FUND BALANCE          | .00                               | .00                             | .00                               | 71,650.00                         | .00                              |                               |
| Total CONTRIBUTIONS AND TRANSFERS: |                              | 2,650.00                          | 72,159.68                       | 545,035.00                        | 616,650.00                        | 445,000.00                       |                               |
| <b>CAPITAL IMPROVEMENTS FUND</b>   |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 80-40-40                           | MBA LEASE PAYMENT            | 1,157,388.76                      | 1,097,000.00                    | .00                               | .00                               | .00                              |                               |
| 80-40-41                           | CAPITAL LEASE REPAYMENT      | 141,606.24                        | 114,371.98                      | 143,161.39                        | 145,000.00                        | 105,000.00                       |                               |
| 80-40-70                           | CAPITAL EQUIPMENT            | 100,338.25                        | 778,607.79                      | 433,609.50                        | 512,450.00                        | 590,051.00                       |                               |
| 80-40-71                           | CAPITAL PROJECTS             | .00                               | 369,354.98                      | .00                               | .00                               | .00                              |                               |
| 80-40-90                           | CONTRIBUTION TO FUND BALANCE | .00                               | .00                             | .00                               | .00                               | 545.00                           |                               |
| Total CAPITAL IMPROVEMENTS FUND:   |                              | 1,399,333.25                      | 2,359,334.75                    | 576,770.89                        | 657,450.00                        | 695,596.00                       |                               |
| Net Grand Totals:                  |                              | 92,128.73                         | 164,404.66-                     | 9,601.60                          | .00                               | .00                              |                               |

**CAPITAL IMPROVEMENT FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>80-40-40 MBA Lease payment</b>                   |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| OPTIMAL SERVICE                                     |                   |                                                |                           |
| MISSION & VISION CRITICAL                           |                   |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                   |                                                |                           |
| Current estimates:                                  |                   |                                                |                           |
| Paid from General fund in FY2016                    | \$ -              | \$ -                                           |                           |
| Total budget for account                            | <u>\$ -</u>       | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -                                           | \$ -                      |
| <b>80-40-41 Capital Lease Payment</b>               |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| Current estimates:                                  |                   |                                                |                           |
| Police cars lease payment (2015 Lease)              | \$ 105,000        | \$ 105,000                                     |                           |
| Total budget for account                            | <u>\$ 105,000</u> | <u>\$ 105,000</u>                              | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (105,000)              |
| Increase/(decrease) from prior year modified budget | \$ 105,000        | \$ 105,000                                     | \$ -                      |
| <b>80-40-48 Transfer to other funds</b>             |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| Current estimates:                                  |                   |                                                |                           |
|                                                     | \$ -              | \$ -                                           | \$ -                      |
| Total budget for account                            | <u>\$ -</u>       | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -                                           | \$ -                      |

**CAPITAL IMPROVEMENT FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                                                         | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|---------------------------------------------------------------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>80-40-70 Capital equipment</b>                                                                       |                     |                                                |                           |
| Prior year budget, as modified                                                                          |                     |                                                | \$ 704,498                |
| Current estimates:                                                                                      |                     |                                                |                           |
| Fire DHS AFG (move from fire budget)                                                                    | 242,596             | 242,596                                        |                           |
| Fire DHS AFG Grant match 10% (move from fire budget)<br>(Request for new breathing apparatus equipment) | 26,955              | 26,955                                         |                           |
| Fire Lifepak 15 monitor Defibrillator                                                                   | 8,000               | 8,000                                          |                           |
| Fire Lifepak 15 monitor Defibrillator - grant match                                                     | 20,500              | 20,500                                         |                           |
| Fire Type 3 Urban Interface Engine                                                                      | 650,000             | 0                                              |                           |
| Fire Type 6 Brush Truck                                                                                 | 150,000             | 150,000                                        |                           |
| Parks Storage Facility - 3 Bay                                                                          | 100,000             | 100,000                                        |                           |
| Police Ford Interceptor - new officer                                                                   | 42,000              | 42,000                                         |                           |
| Police Ford Interceptor - new officer                                                                   | 42,000              | -                                              |                           |
| Police Ford Interceptor - new officer                                                                   | 42,000              | -                                              |                           |
| B.M. Truck - new superintendent                                                                         | 40,000              | -                                              |                           |
| Total budget for account                                                                                | <u>\$ 1,364,051</u> | <u>\$ 590,051</u>                              | <u>\$ -</u>               |
| Amount changed from request                                                                             |                     |                                                | \$ (1,364,051)            |
| Increase/(decrease) from prior year modified budget                                                     | \$ 659,553          | \$ (114,447)                                   | \$ (704,498)              |
| <b>80-40-71 Capital projects</b>                                                                        |                     |                                                |                           |
| Prior year budget, as modified                                                                          |                     |                                                | \$ -                      |
| Current estimates:                                                                                      |                     |                                                |                           |
| Total budget for account                                                                                | <u>\$ -</u>         | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                                                                             |                     |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget                                                     | \$ (704,498)        | \$ (704,498)                                   | \$ (704,498)              |
| <b>Total expenditures</b>                                                                               |                     |                                                |                           |
| Prior year budget, as modified                                                                          |                     |                                                | \$ 704,498                |
| Total budget for expenditures                                                                           | <u>\$ 659,553</u>   | <u>\$ (114,447)</u>                            | <u>\$ (704,498)</u>       |
| Amount changed from request                                                                             |                     |                                                | \$ (1,364,051)            |
| Increase/(decrease) from prior year modified budget                                                     | \$ (44,945)         | \$ (818,945)                                   | \$ (1,408,996)            |

# Utility Enterprise Funds

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Secondary Water Utility Fund

Culinary Water Utility Fund

Sewer Utility Fund

Storm Water Utility Fund

Garbage Utility Fund

| Account Number                        | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|---------------------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>INTERGOVERNMENTAL REVENUE</b>      |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 30-33-15                              | STATE GRANTS & REIMBURSEMENTS  | .00                               | .00                             | .00                               | .00                               | 200,000.00                       |                               |
| Total INTERGOVERNMENTAL REVENUE:      |                                | .00                               | .00                             | .00                               | .00                               | 200,000.00                       |                               |
| <b>CHARGE FOR SERVICES</b>            |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 30-34-25                              | SERVICE FEE - SECONDARY WATER  | 1,406,677.04                      | 1,446,746.26                    | 1,212,360.26                      | 1,479,300.00                      | 1,524,600.00                     |                               |
| Total CHARGE FOR SERVICES:            |                                | 1,406,677.04                      | 1,446,746.26                    | 1,212,360.26                      | 1,479,300.00                      | 1,524,600.00                     |                               |
| <b>MISCELLANEOUS REVENUE</b>          |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 30-36-10                              | INTEREST INCOME                | 1,821.42                          | 2,940.42                        | 4,026.00                          | 1,800.00                          | 3,000.00                         |                               |
| 30-36-90                              | SUNDRY REVENUE                 | 21,508.02                         | .00                             | 3,525.00                          | 10,000.00                         | 10,000.00                        |                               |
| Total MISCELLANEOUS REVENUE:          |                                | 23,329.44                         | 2,940.42                        | 7,551.00                          | 11,800.00                         | 13,000.00                        |                               |
| <b>OPERATING REVENUE</b>              |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 30-37-60                              | CONNECTION FEES, SEC. WATER    | 57,788.00                         | 58,200.00                       | 75,600.00                         | 59,280.00                         | 75,000.00                        |                               |
| Total OPERATING REVENUE:              |                                | 57,788.00                         | 58,200.00                       | 75,600.00                         | 59,280.00                         | 75,000.00                        |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b>    |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 30-39-45                              | CONTRIBUTIONS FROM SUBDIVISION | 311,580.00                        | 1,544,275.00                    | .00                               | .00                               | .00                              |                               |
| 30-39-92                              | USE OF RETAINED EARNINGS       | .00                               | .00                             | .00                               | 32,064.00                         | .00                              |                               |
| Total CONTRIBUTIONS AND TRANSFERS:    |                                | 311,580.00                        | 1,544,275.00                    | .00                               | 32,064.00                         | .00                              |                               |
| <b>SECONDARY WATER OPERATING FUND</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 30-40-08                              | SOURCE OF SUPPLY               | 277,751.13                        | 288,747.21                      | 309,547.65                        | 310,000.00                        | 350,000.00                       |                               |
| 30-40-10                              | OVERTIME                       | 1,520.02                          | 3,791.23                        | 1,159.83                          | 5,000.00                          | 5,000.00                         |                               |
| 30-40-11                              | PERMANENT EMPLOYEE WAGES       | 126,225.42                        | 131,228.14                      | 114,011.81                        | 137,173.00                        | 141,719.00                       |                               |
| 30-40-12                              | PART-TIME WAGES                | 15,798.39                         | 15,043.01                       | 10,061.37                         | 22,734.00                         | 22,911.00                        |                               |
| 30-40-13                              | EMPLOYEE BENEFITS              | 83,519.30                         | 91,097.15                       | 70,139.28                         | 88,368.00                         | 96,220.00                        |                               |
| 30-40-14                              | GASB 68 PENSION EXPENSE        | .00                               | 7,588.00                        | .00                               | .00                               | .00                              |                               |
| 30-40-15                              | UNIFORMS                       | 500.00                            | 600.00                          | 149.54                            | 1,000.00                          | 1,500.00                         |                               |
| 30-40-24                              | OFFICE SUPPLIES                | 591.32                            | 1,757.62                        | 1,284.04                          | 1,500.00                          | 1,500.00                         |                               |
| 30-40-25                              | EQUIPMENT SUPPLIES AND MAINTEN | 1,958.79                          | 2,806.75                        | 618.61                            | 3,500.00                          | 3,000.00                         |                               |
| 30-40-26                              | VEHICLE EXPENSES               | 24,006.18                         | 13,521.70                       | 9,165.62                          | 30,000.00                         | 28,450.00                        |                               |
| 30-40-27                              | UTILITIES                      | 127,559.95                        | 117,856.70                      | 83,330.54                         | 165,000.00                        | 165,000.00                       |                               |
| 30-40-28                              | COMMUNICATIONS                 | 4,206.75                          | 4,042.51                        | 2,933.03                          | 4,000.00                          | 2,800.00                         |                               |
| 30-40-36                              | INTERNAL SERVICES ALLOCATION   | 215,450.00                        | 220,954.00                      | 193,626.72                        | 258,169.00                        | 199,904.00                       |                               |
| 30-40-37                              | PROFESSIONAL & TECH SERVICES   | 3,849.55                          | 455.83                          | .00                               | 5,000.00                          | 5,000.00                         |                               |
| 30-40-45                              | SECONDARY SYSTEM MAINTENANCE   | 96,680.13                         | 51,728.84                       | 67,770.86                         | 100,000.00                        | 190,000.00                       |                               |
| 30-40-48                              | TRANSFERS TO OTHER FUNDS       | 186,852.50                        | 95,626.25                       | .00                               | .00                               | .00                              |                               |
| 30-40-50                              | DEPRECIATION                   | 420,256.34                        | 404,022.19                      | 348,938.45                        | 450,000.00                        | 450,000.00                       |                               |
| 30-40-55                              | BAD DEBT                       | .00                               | .00                             | .00                               | 500.00                            | 500.00                           |                               |
| 30-40-60                              | SUNDRY                         | 280.85                            | 233.79                          | 82.00                             | 500.00                            | 500.00                           |                               |
| 30-40-70                              | CAPITAL OUTLAY                 | .00                               | .00                             | .00                               | 233,000.00                        | 448,000.00                       |                               |
| 30-40-71                              | MOVE CAPITAL TO BALANCE SHEET  | .00                               | .00                             | .00                               | 233,000.00                        | 448,000.00                       |                               |
| 30-40-94                              | RETAINED EARNINGS              | .00                               | .00                             | .00                               | .00                               | 148,596.00                       |                               |
| Total SECONDARY WATER OPERATING FUND: |                                | 1,587,006.62                      | 1,435,924.92                    | 1,212,819.35                      | 1,582,444.00                      | 1,812,600.00                     |                               |
| Net Grand Totals:                     |                                | 212,367.86                        | 1,616,236.76                    | 82,691.91                         | .00                               | .00                              |                               |

**SECONDARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>30-40-08 Source of supply</b>                    |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>310,000</u>         |
| OPTIMAL SERVICE                                     |                   |                                                |                           |
| MISSION & VISION CRITICAL                           |                   |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                   |                                                |                           |
| Current estimates:                                  |                   |                                                |                           |
| Secondary Water Supply                              | 350,000           | 350,000                                        |                           |
| - Weber Basin Water                                 |                   |                                                |                           |
| - Layton Canal                                      |                   |                                                |                           |
| - Davis and Weber Canal                             |                   |                                                |                           |
| - Clearfield Irrigation                             |                   |                                                |                           |
| - West Branch Irrigation                            |                   |                                                |                           |
| - Hooper Irrigation Co                              |                   |                                                |                           |
| Total budget for account                            | \$ <u>350,000</u> | \$ <u>350,000</u>                              | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (350,000)              |
| Increase/(decrease) from prior year modified budget | \$ 40,000         | \$ 40,000                                      | \$ (310,000)              |

|                                                     |                 |                 |                 |
|-----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>30-40-15 Uniforms</b>                            |                 |                 |                 |
| Prior year budget, as modified                      |                 |                 | \$ <u>1,000</u> |
| Current estimates:                                  |                 |                 |                 |
| Shirts with Logo                                    | 600             | 600             |                 |
| Work Boots                                          | 450             | 450             |                 |
| Hard hats, vests, gloves, etc                       | 450             | 450             |                 |
| Total budget for account                            | \$ <u>1,500</u> | \$ <u>1,500</u> | \$ -            |
| Amount changed from request                         |                 |                 | \$ (1,500)      |
| Increase/(decrease) from prior year modified budget | \$ 500          | \$ 500          | \$ (1,000)      |

|                                                     |                 |                 |                 |
|-----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>30-40-24 Office supplies</b>                     |                 |                 |                 |
| Prior year budget, as modified                      |                 |                 | \$ <u>1,500</u> |
| Current estimates:                                  |                 |                 |                 |
| Postage, Plan Sets, Paper, First Aid, Etc.          | 300             | 300             |                 |
| Ink/Toner                                           | 700             | 700             |                 |
| Technology                                          | 500             | 500             |                 |
| Total budget for account                            | \$ <u>1,500</u> | \$ <u>1,500</u> | \$ -            |
| Amount changed from request                         |                 |                 | \$ (1,500)      |
| Increase/(decrease) from prior year modified budget | \$ -            | \$ -            | \$ (1,500)      |

**SECONDARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>30-40-25 Equipment &amp; Supplies</b>              |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ <u><u>3,500</u></u>    |
| Current estimates:                                    |                  |                                                |                           |
| Hand Tools (wrenches, sockets, drivers, mallet, etc)  | \$ 500           | \$ 500                                         |                           |
| Power Tools / Batteries                               | \$ 450           | \$ 450                                         |                           |
| Concrete Tools                                        | \$ 100           | \$ 100                                         |                           |
| Brooms, shovels, rakes                                | \$ 300           | \$ 300                                         |                           |
| Water pumps, hand pumps, torch, propane               | \$ 600           | \$ 600                                         |                           |
| Valve keys                                            | \$ 150           | \$ 150                                         |                           |
| Leak Tools, Clamps, Detection Equipment               | \$ 400           | \$ 400                                         |                           |
| Diamond saw blades                                    | \$ 350           | \$ 350                                         |                           |
| Misc (electrical, pipe lube, muck boots, ladder, etc) | \$ 150           | \$ 150                                         |                           |
|                                                       | <u>3,000</u>     | <u>3,000</u>                                   | <u>-</u>                  |
| Total budget for account                              | \$ <u>3,000</u>  | \$ <u>3,000</u>                                | \$ <u>-</u>               |
| Amount changed from request                           |                  |                                                | \$ (3,000)                |
| Increase/(decrease) from prior year modified budget   | \$ (500)         | \$ (500)                                       | \$ (3,500)                |

|                                                     |                  |                  |                         |
|-----------------------------------------------------|------------------|------------------|-------------------------|
| <b>30-40-26 Vehicle expenses</b>                    |                  |                  |                         |
| Prior year budget, as modified                      |                  |                  | \$ <u><u>30,000</u></u> |
| Current estimates:                                  |                  |                  |                         |
| Fuel                                                | \$ 15,000        | \$ 15,000        |                         |
| Maintenance                                         | \$ 10,000        | \$ 10,000        |                         |
| Backhoe replacement (1/2)                           | 600              | 600              |                         |
| Flatbed/Boxes (1/2)                                 | 2,850            | 2,850            |                         |
|                                                     | <u>28,450</u>    | <u>28,450</u>    | <u>-</u>                |
| Total budget for account                            | \$ <u>28,450</u> | \$ <u>28,450</u> | \$ <u>-</u>             |
| Amount changed from request                         |                  |                  | \$ (28,450)             |
| Increase/(decrease) from prior year modified budget | \$ (1,550)       | \$ (1,550)       | \$ (30,000)             |

|                                                     |                   |                   |                          |
|-----------------------------------------------------|-------------------|-------------------|--------------------------|
| <b>30-40-27 Utilities</b>                           |                   |                   |                          |
| Prior year budget, as modified                      |                   |                   | \$ <u><u>165,000</u></u> |
| Current estimates:                                  |                   |                   |                          |
| Rocky Mountain Power - secondary water pumps        | \$ 165,000        | \$ 165,000        |                          |
|                                                     | <u>165,000</u>    | <u>165,000</u>    | <u>-</u>                 |
| Total budget for account                            | \$ <u>165,000</u> | \$ <u>165,000</u> | \$ <u>-</u>              |
| Amount changed from request                         |                   |                   | \$ (165,000)             |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -              | \$ (165,000)             |

**SECONDARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>30-40-28 Communications</b>                        |                   |                                                |                           |
| Prior year budget, as modified                        |                   |                                                | \$ <u>4,000</u>           |
| Current estimates:                                    |                   |                                                |                           |
| Cell Phones                                           | 2,800             | 2,800                                          |                           |
| Total budget for account                              | \$ <u>2,800</u>   | \$ <u>2,800</u>                                | \$ -                      |
| Amount changed from request                           |                   |                                                | \$ (2,800)                |
| Increase/(decrease) from prior year modified budget   | \$ (1,200)        | \$ (1,200)                                     | \$ (4,000)                |
| <b>30-40-36 Internal services allocation</b>          |                   |                                                |                           |
| Prior year budget, as modified                        |                   |                                                | \$ <u>258,169</u>         |
| Current estimates:                                    |                   |                                                |                           |
| General Fund                                          | \$ 178,765        | \$ 171,373                                     |                           |
| Information Technology                                | 28,531            | 28,531                                         |                           |
| Total budget for account                              | \$ <u>207,296</u> | \$ <u>199,904</u>                              | \$ -                      |
| Amount changed from request                           |                   |                                                | \$ (207,296)              |
| Increase/(decrease) from prior year modified budget   | \$ (50,873)       | \$ (58,265)                                    | \$ (258,169)              |
| <b>30-40-37 Professional &amp; technical services</b> |                   |                                                |                           |
| Prior year budget, as modified                        |                   |                                                | \$ <u>5,000</u>           |
| Current estimates:                                    |                   |                                                |                           |
| SCADA / Water System Support                          | 5,000             | 5,000                                          |                           |
| Total budget for account                              | \$ <u>5,000</u>   | \$ <u>5,000</u>                                | \$ -                      |
| Amount changed from request                           |                   |                                                | \$ (5,000)                |
| Increase/(decrease) from prior year modified budget   | \$ -              | \$ -                                           | \$ (5,000)                |

**SECONDARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                      | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|----------------------------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>30-40-45 Secondary system maintenance</b>                         |                   |                                                |                           |
| Prior year budget, as modified                                       |                   |                                                | \$ <u>100,000</u>         |
| Current estimates:                                                   |                   |                                                |                           |
| System Repairs, Valve Replacements,<br>Vertical Turbine rebuilds (3) | \$ 70,000         | \$ 70,000                                      |                           |
| Paint Water Tank                                                     | <u>120,000</u>    | <u>120,000</u>                                 |                           |
| Total budget for account                                             | <u>\$ 190,000</u> | <u>\$ 190,000</u>                              | <u>\$ -</u>               |
| Amount changed from request                                          |                   |                                                | \$ (190,000)              |
| Increase/(decrease) from prior year modified budget                  | \$ 90,000         | \$ 90,000                                      | \$ (100,000)              |

|                                                     |                   |                   |                   |
|-----------------------------------------------------|-------------------|-------------------|-------------------|
| <b>30-40-50 Depreciation</b>                        |                   |                   |                   |
| Prior year budget, as modified                      |                   |                   | \$ <u>450,000</u> |
| Current estimates:                                  |                   |                   |                   |
| Depreciation                                        | \$ 450,000        | \$ 450,000        |                   |
| Total budget for account                            | <u>\$ 450,000</u> | <u>\$ 450,000</u> | <u>\$ -</u>       |
| Amount changed from request                         |                   |                   | \$ (450,000)      |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -              | \$ (450,000)      |

**SECONDARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>30-40-55 Bad debt</b>                            |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | \$ <u>500</u>             |
| Current estimates:                                  |                     |                                                |                           |
| Uncollectible accounts                              | \$ <u>500</u>       | \$ <u>500</u>                                  |                           |
| Total budget for account                            | \$ <u>500</u>       | \$ <u>500</u>                                  | \$ -                      |
| Amount changed from request                         |                     |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -                | \$ -                                           | \$ (500)                  |
| <b>30-40-60 Sundry</b>                              |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | \$ <u>500</u>             |
| Current estimates:                                  |                     |                                                |                           |
|                                                     | \$ <u>500</u>       | \$ <u>500</u>                                  |                           |
| Total budget for account                            | \$ <u>500</u>       | \$ <u>500</u>                                  | \$ -                      |
| Amount changed from request                         |                     |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -                | \$ -                                           | \$ (500)                  |
| <b>Total expenditures</b>                           |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | \$ <u>1,329,169</u>       |
| Total budget for expenditures                       | \$ <u>1,405,546</u> | \$ <u>1,398,154</u>                            | \$ -                      |
| Amount changed from request                         |                     |                                                | \$ (1,405,546)            |
| Increase/(decrease) from prior year modified budget | \$ 76,377           | \$ 68,985                                      | \$ (1,329,169)            |

**SECONDARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Capital Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>30-1651 Machinery &amp; equipment</b>            |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| Current estimates:                                  |                   |                                                |                           |
| Fleet Truck                                         | \$ 48,000         | \$ 48,000                                      |                           |
| Total budget for account                            | <u>\$ 48,000</u>  | <u>\$ 48,000</u>                               | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (48,000)               |
| Increase/(decrease) from prior year modified budget | \$ 48,000         | \$ 48,000                                      | \$ -                      |
| <b>30-1671 Water system</b>                         |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ 233,000                |
| Current estimates:                                  |                   |                                                |                           |
| SR-108 Waterline                                    | 400,000           | 400,000                                        |                           |
| Total budget for account                            | <u>\$ 400,000</u> | <u>\$ 400,000</u>                              | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (400,000)              |
| Increase/(decrease) from prior year modified budget | \$ 167,000        | \$ 167,000                                     | \$ (233,000)              |
| <b>Total expenditures</b>                           |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ 233,000                |
| Total budget for expenditures                       | <u>\$ 448,000</u> | <u>\$ 448,000</u>                              | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (448,000)              |
| Increase/(decrease) from prior year modified budget | \$ 215,000        | \$ 215,000                                     | \$ (233,000)              |

| Account Number                     | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>INTERGOVERNMENTAL REVENUE</b>   |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 40-33-45                           | FEDERAL GRANT                  | .00                               | .00                             | .00                               | 4,500.00                          | .00                              |                               |
| Total INTERGOVERNMENTAL REVENUE:   |                                | .00                               | .00                             | .00                               | 4,500.00                          | .00                              |                               |
| <b>MISCELLANEOUS REVENUE</b>       |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 40-36-10                           | INTEREST INCOME                | 1,487.77                          | 1,577.68                        | 1,911.57                          | 1,000.00                          | 1,500.00                         |                               |
| 40-36-90                           | SUNDRY REVENUES                | 1,535.00                          | 1,150.00                        | 500.00                            | 1,000.00                          | 1,000.00                         |                               |
| Total MISCELLANEOUS REVENUE:       |                                | 3,022.77                          | 2,727.68                        | 2,411.57                          | 2,000.00                          | 2,500.00                         |                               |
| <b>OPERATING REVENUE</b>           |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 40-37-10                           | STORM WATER USER FEES          | 350,543.96                        | 403,478.92                      | 344,230.23                        | 413,000.00                        | 426,120.00                       |                               |
| Total OPERATING REVENUE:           |                                | 350,543.96                        | 403,478.92                      | 344,230.23                        | 413,000.00                        | 426,120.00                       |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 40-39-43                           | USE OF FUND BALANCE            | .00                               | .00                             | .00                               | 161,592.00                        | 163,173.00                       |                               |
| 40-39-45                           | CONTRIBUTIONS FROM SUBDIVISION | 14,050.00                         | 247,296.00                      | .00                               | .00                               | .00                              |                               |
| Total CONTRIBUTIONS AND TRANSFERS: |                                | 14,050.00                         | 247,296.00                      | .00                               | 161,592.00                        | 163,173.00                       |                               |
| <b>STORM WATER OPERATING FUND</b>  |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 40-40-10                           | OVERTIME                       | 6,241.75                          | 6,624.57                        | 3,480.74                          | 8,000.00                          | 8,000.00                         |                               |
| 40-40-11                           | PERMANENT EMPLOYEE WAGES       | 102,757.74                        | 104,380.43                      | 79,633.56                         | 111,935.00                        | 86,231.00                        |                               |
| 40-40-12                           | PART-TIME WAGES                | 7,699.87                          | 3,277.02                        | 3,391.05                          | 10,660.00                         | 10,516.00                        |                               |
| 40-40-13                           | EMPLOYEE BENEFITS              | 80,393.31                         | 93,748.04                       | 60,190.69                         | 92,120.00                         | 49,710.00                        |                               |
| 40-40-14                           | GASB 68 PENSION EXPENSE        | .00                               | 6,358.00                        | .00                               | .00                               | .00                              |                               |
| 40-40-15                           | UNIFORMS                       | 379.79                            | 400.00                          | 294.51                            | 400.00                            | 1,000.00                         |                               |
| 40-40-23                           | TRAVEL & TRAINING              | 324.38                            | 1,034.01                        | 470.00                            | 3,000.00                          | 3,000.00                         |                               |
| 40-40-24                           | OFFICE SUPPLIES                | 29.36                             | 315.78                          | 351.09                            | 500.00                            | 500.00                           |                               |
| 40-40-25                           | EQUIPMENT SUPPLIES AND MAINT   | 1,525.11                          | 1,809.35                        | 1,592.98                          | 2,500.00                          | 4,000.00                         |                               |
| 40-40-26                           | VEHICLE EXPENSE                | 10,249.14                         | 6,427.00                        | 2,945.44                          | 10,000.00                         | 10,000.00                        |                               |
| 40-40-28                           | COMMUNICATIONS                 | .00                               | .00                             | .00                               | 2,500.00                          | 1,400.00                         |                               |
| 40-40-36                           | INTERNAL SERVICES ALLOCATION   | 103,150.00                        | 105,740.00                      | 56,607.75                         | 75,477.00                         | 135,936.00                       |                               |
| 40-40-37                           | PROFESSIONAL & TECH SERVICES   | 6,144.00                          | 7,314.00                        | 10,409.18                         | 10,500.00                         | 28,000.00                        |                               |
| 40-40-45                           | STORM WATER SYSTEM MAINTENAN   | 25,836.29                         | 25,804.37                       | 484.25                            | 25,000.00                         | 25,000.00                        |                               |
| 40-40-50                           | DEPRECIATION                   | 209,740.49                        | 220,236.25                      | 189,059.51                        | 228,000.00                        | 228,000.00                       |                               |
| 40-40-55                           | BAD DEBT                       | .00                               | .00                             | .00                               | 300.00                            | 300.00                           |                               |
| 40-40-60                           | SUNDRY                         | .00                               | .00                             | .00                               | 200.00                            | 200.00                           |                               |
| 40-40-70                           | CAPITAL PROJECTS               | .00                               | .00                             | .00                               | 4,500.00                          | 265,000.00                       |                               |
| 40-40-71                           | MOVE CAPITAL TO BALANCE SHEET  | .00                               | .00                             | .00                               | 4,500.00                          | 265,000.00                       |                               |
| Total STORM WATER OPERATING FUND:  |                                | 554,471.23                        | 570,752.82                      | 407,942.25                        | 581,092.00                        | 591,793.00                       |                               |
| Net Grand Totals:                  |                                | 186,854.50                        | 82,749.78                       | 61,300.45                         | .00                               | .00                              |                               |

**STORM WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>40-40-15 Uniforms</b>                            |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 400                    |
| OPTIMAL SERVICE                                     |                  |                                                |                           |
| MISSION & VISION CRITICAL                           |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                  |                                                |                           |
| Current estimates:                                  |                  |                                                |                           |
| Shirts with Logo                                    | 400              | 400                                            |                           |
| Work Boots                                          | 300              | 300                                            |                           |
| Hard hats, vests, gloves, etc                       | 300              | 300                                            |                           |
| Total budget for account                            | \$ 1,000         | \$ 1,000                                       | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (1,000)                |
| Increase/(decrease) from prior year modified budget | \$ 600           | \$ 600                                         | \$ (400)                  |
| <b>40-40-23 Travel &amp; training</b>               |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 3,000                  |
| Current estimates:                                  |                  |                                                |                           |
| Registered Stormwater Inspector                     | \$ 800           | \$ 800                                         |                           |
| APWA/Stormcon/Utah Floodplain Manager               | \$ 1,400         | \$ 1,400                                       |                           |
| Rural Water Association of Utah                     | 800              | 800                                            |                           |
| Total budget for account                            | \$ 3,000         | \$ 3,000                                       | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (3,000)                |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (3,000)                |
| <b>40-40-24 Office supplies</b>                     |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 500                    |
| Current estimates:                                  |                  |                                                |                           |
| Postage, Plan Sets, Paper, First Aid, Etc.          | 100              | 100                                            |                           |
| Ink/Toner                                           | 230              | 230                                            |                           |
| Technology                                          | 170              | 170                                            |                           |
| Total budget for account                            | \$ 500           | \$ 500                                         | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (500)                  |

**STORM WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>40-40-25 Equipment, supplies &amp; maintenance</b> |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ <u>2,500</u>           |
| Current estimates:                                    |                  |                                                |                           |
| Hand tools, smoke, dye, hose, nozzle                  | \$ 2,500         | \$ 2,500                                       |                           |
| Trash Pump                                            | 1,500            | 1,500                                          |                           |
| Total budget for account                              | \$ <u>4,000</u>  | \$ <u>4,000</u>                                | \$ -                      |
| Amount changed from request                           |                  |                                                | \$ (4,000)                |
| Increase/(decrease) from prior year modified budget   | \$ 1,500         | \$ 1,500                                       | \$ (2,500)                |

|                                                     |                  |                  |                  |
|-----------------------------------------------------|------------------|------------------|------------------|
| <b>40-40-26 Vehicle expenses</b>                    |                  |                  |                  |
| Prior year budget, as modified                      |                  |                  | \$ <u>10,000</u> |
| Current estimates:                                  |                  |                  |                  |
| Fuel                                                | \$ 7,000         | \$ 7,000         |                  |
| oil changes, inspections, misc. repairs             | \$ 3,000         | \$ 3,000         |                  |
| Total budget for account                            | \$ <u>10,000</u> | \$ <u>10,000</u> | \$ -             |
| Amount changed from request                         |                  |                  | \$ (10,000)      |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -             | \$ (10,000)      |

|                                                     |                 |                 |                 |
|-----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>40-40-28 Communications</b>                      |                 |                 |                 |
| Prior year budget, as modified                      |                 |                 | \$ <u>2,500</u> |
| Current estimates:                                  |                 |                 |                 |
|                                                     | \$ 1,400        | \$ 1,400        |                 |
| Total budget for account                            | \$ <u>1,400</u> | \$ <u>1,400</u> | \$ -            |
| Amount changed from request                         |                 |                 | \$ (1,400)      |
| Increase/(decrease) from prior year modified budget | \$ (1,100)      | \$ (1,100)      | \$ (2,500)      |

**STORM WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested         | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-------------------|----------------------------------------|-------------------|
| <b>40-40-36 Internal services allocation</b>        |                   |                                        |                   |
| Prior year budget, as modified                      |                   |                                        | \$ <u>75,477</u>  |
| Current estimates:                                  |                   |                                        |                   |
| General Fund                                        | \$ 116,677        | \$ 116,677                             |                   |
| Information Technology                              | 19,259            | 19,259                                 |                   |
| Total budget for account                            | <u>\$ 135,936</u> | <u>\$ 135,936</u>                      | <u>\$ -</u>       |
| Amount changed from request                         |                   |                                        | \$ (135,936)      |
| Increase/(decrease) from prior year modified budget | \$ 60,459         | \$ 60,459                              | \$ (75,477)       |

**40-40-37 Professional & technical services**

|                                                     |                  |                  |                  |
|-----------------------------------------------------|------------------|------------------|------------------|
| Prior year budget, as modified                      |                  |                  | \$ <u>10,500</u> |
| Current estimates:                                  |                  |                  |                  |
| Oil/grit trap cleaning and disposal (2)             | \$ 4,000         | \$ 4,000         |                  |
| Rollaway Dumpster (6 weeks)                         | 12,000           | 12,000           |                  |
| SWPPP Update                                        | 3,800            | 3,800            |                  |
| Coalition Fee                                       | 5,500            | 5,500            |                  |
| Modeling software annual fee                        | 1,500            | 1,500            |                  |
| UPDES Storm water permit                            | 1,200            | 1,200            |                  |
| Total budget for account                            | <u>\$ 28,000</u> | <u>\$ 28,000</u> | <u>\$ -</u>      |
| Amount changed from request                         |                  |                  | \$ (28,000)      |
| Increase/(decrease) from prior year modified budget | \$ 17,500        | \$ 17,500        | \$ (10,500)      |

**40-40-45 Storm water system maintenance**

|                                                     |                  |                  |                  |
|-----------------------------------------------------|------------------|------------------|------------------|
| Prior year budget, as modified                      |                  |                  | \$ <u>25,000</u> |
| Current estimates:                                  |                  |                  |                  |
| Misc Repairs                                        | \$ 25,000        | \$ 25,000        |                  |
| Total budget for account                            | <u>\$ 25,000</u> | <u>\$ 25,000</u> | <u>\$ -</u>      |
| Amount changed from request                         |                  |                  | \$ (25,000)      |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -             | \$ (25,000)      |

**STORM WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>40-40-50 Depreciation</b>                        |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>220,000</u>         |
| Current estimates:                                  |                   |                                                |                           |
| Depreciation                                        | \$ 228,000        | \$ 228,000                                     |                           |
| Total budget for account                            | <u>\$ 228,000</u> | <u>\$ 228,000</u>                              | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (228,000)              |
| Increase/(decrease) from prior year modified budget | \$ 8,000          | \$ 8,000                                       | \$ (220,000)              |
| <b>40-40-55 Bad debt</b>                            |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>300</u>             |
| Current estimates:                                  |                   |                                                |                           |
|                                                     | \$ 300            | \$ 300                                         |                           |
| Total budget for account                            | <u>\$ 300</u>     | <u>\$ 300</u>                                  | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (300)                  |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -                                           | \$ (300)                  |
| <b>40-40-60 Sundry</b>                              |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>200</u>             |
| Current estimates:                                  |                   |                                                |                           |
|                                                     | \$ 200            | \$ 200                                         |                           |
| Total budget for account                            | <u>\$ 200</u>     | <u>\$ 200</u>                                  | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (200)                  |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -                                           | \$ (200)                  |
| <b>Total expenditures</b>                           |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>349,977</u>         |
| Total budget for expenditures                       | <u>\$ 436,336</u> | <u>\$ 436,336</u>                              | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (436,336)              |
| Increase/(decrease) from prior year modified budget | \$ 86,359         | \$ 86,359                                      | \$ (349,977)              |

**STORM WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Capital Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>40-1651 Machinery &amp; equipment</b>            |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| Current estimates:                                  |                  |                                                |                           |
| Total budget for account                            | \$ -             | \$ -                                           | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ -                      |

|                                                     |            |            |              |
|-----------------------------------------------------|------------|------------|--------------|
| <b>40-1671 Storm water system</b>                   |            |            |              |
| Prior year budget, as modified                      |            |            | \$ 4,500     |
| Current estimates:                                  |            |            |              |
| Drying Bed                                          | \$ 50,000  | \$ 50,000  |              |
| Silver Lakes Land Drain                             | 100,000    | 100,000    |              |
| 1500 West Land Drain                                | \$ 115,000 | \$ 115,000 |              |
| Total budget for account                            | \$ 265,000 | \$ 265,000 | \$ -         |
| Amount changed from request                         |            |            | \$ (265,000) |
| Increase/(decrease) from prior year modified budget | \$ 260,500 | \$ 260,500 | \$ (4,500)   |

|                                                     |            |            |              |
|-----------------------------------------------------|------------|------------|--------------|
| <b>Total expenditures</b>                           |            |            |              |
| Prior year budget, as modified                      |            |            | \$ 9,000     |
| Total budget for expenditures                       | \$ 265,000 | \$ 265,000 | \$ -         |
| Amount changed from request                         |            |            | \$ (265,000) |
| Increase/(decrease) from prior year modified budget | \$ 256,000 | \$ 256,000 | \$ (9,000)   |

| Account Number                     | Account Title                      | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|------------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>INTERGOVERNMENTAL REVENUE</b>   |                                    |                                   |                                 |                                   |                                   |                                  |                               |
| 50-33-10                           | FEDERAL GRANTS                     | 199,489.24                        | 22,005.31                       | .00                               | 135,000.00                        | .00                              |                               |
| 50-33-15                           | STATE GRANTS & REIMBURSEMENTS      | 1,000.00                          | .00                             | 17,311.49                         | .00                               | .00                              |                               |
|                                    | Total INTERGOVERNMENTAL REVENUE:   | 200,489.24                        | 22,005.31                       | 17,311.49                         | 135,000.00                        | .00                              |                               |
| <b>CHARGE FOR SERVICES</b>         |                                    |                                   |                                 |                                   |                                   |                                  |                               |
| 50-34-60                           | WATER CONNECTION FEES              | 78,011.00                         | 61,028.00                       | 81,291.00                         | 80,275.00                         | 81,250.00                        |                               |
|                                    | Total CHARGE FOR SERVICES:         | 78,011.00                         | 61,028.00                       | 81,291.00                         | 80,275.00                         | 81,250.00                        |                               |
| <b>MISCELLANEOUS REVENUE</b>       |                                    |                                   |                                 |                                   |                                   |                                  |                               |
| 50-36-10                           | INTEREST INCOME                    | 8,905.60                          | 7,141.47                        | 4,905.60                          | 6,000.00                          | 6,000.00                         |                               |
| 50-36-40                           | SALE OF ASSETS                     | 24,005.47                         | .00                             | 39,722.34                         | 143,000.00                        | .00                              |                               |
| 50-36-84                           | PENALTIES ON UTILITY BILL          | 110,618.91                        | 110,960.29                      | 133,688.70                        | 115,000.00                        | 150,000.00                       |                               |
| 50-36-90                           | SUNDRY REVENUES                    | 3,643.22                          | 4,207.20                        | 1,191.37                          | 500.00                            | 1,000.00                         |                               |
|                                    | Total MISCELLANEOUS REVENUE:       | 147,173.20                        | 122,308.96                      | 179,508.01                        | 264,500.00                        | 157,000.00                       |                               |
| <b>OPERATING REVENUE</b>           |                                    |                                   |                                 |                                   |                                   |                                  |                               |
| 50-37-10                           | WATER REVENUE                      | 1,566,819.22                      | 1,634,142.24                    | 1,324,871.26                      | 1,607,000.00                      | 1,694,590.00                     |                               |
|                                    | Total OPERATING REVENUE:           | 1,566,819.22                      | 1,634,142.24                    | 1,324,871.26                      | 1,607,000.00                      | 1,694,590.00                     |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                                    |                                   |                                 |                                   |                                   |                                  |                               |
| 50-39-45                           | CONTRIBUTION FROM SUBDIVISIONS     | 23,880.00                         | 329,680.00                      | .00                               | .00                               | .00                              |                               |
|                                    | Total CONTRIBUTIONS AND TRANSFERS: | 23,880.00                         | 329,680.00                      | .00                               | .00                               | .00                              |                               |
| <b>CULINARY WATER OPERATIONS</b>   |                                    |                                   |                                 |                                   |                                   |                                  |                               |
| 50-40-08                           | SOURCE OF SUPPLY                   | 422,787.50                        | 429,110.50                      | 445,399.50                        | 445,400.00                        | 460,000.00                       |                               |
| 50-40-10                           | OVERTIME                           | 7,096.56                          | 10,626.10                       | 4,991.53                          | 9,780.00                          | 9,780.00                         |                               |
| 50-40-11                           | PERMANENT EMPLOYEE WAGES           | 149,895.83                        | 157,096.81                      | 138,502.35                        | 162,983.00                        | 212,134.00                       |                               |
| 50-40-12                           | PART-TIME WAGES                    | 24,812.59                         | 29,294.60                       | 23,540.00                         | 44,139.00                         | 10,660.00                        |                               |
| 50-40-13                           | EMPLOYEE BENEFITS                  | 99,758.85                         | 104,907.62                      | 84,169.03                         | 106,626.00                        | 118,096.00                       |                               |
| 50-40-14                           | GASB 68 PENSION EXPENSE            | .00                               | 9,104.00                        | .00                               | .00                               | .00                              |                               |
| 50-40-15                           | UNIFORMS                           | 1,441.94                          | 1,600.00                        | 1,196.70                          | 1,600.00                          | 1,500.00                         |                               |
| 50-40-21                           | BOOKS, SUBSCRIPTS & MEMBERSHI      | 4,021.75                          | 4,887.05                        | 2,270.00                          | 7,200.00                          | 5,500.00                         |                               |
| 50-40-23                           | TRAVEL & TRAINING                  | 3,088.32                          | 3,985.80                        | 4,052.46                          | 7,000.00                          | 7,000.00                         |                               |
| 50-40-24                           | OFFICE SUPPLIES                    | 5,340.64                          | 4,765.99                        | 2,699.76                          | 4,500.00                          | 4,500.00                         |                               |
| 50-40-25                           | EQUIP SUPPLIES & MAINT             | 5,078.78                          | 3,148.60                        | 3,046.95                          | 4,000.00                          | 3,500.00                         |                               |
| 50-40-26                           | VEHICLE EXPENSES                   | 34,146.94                         | 25,719.74                       | 14,290.37                         | 32,000.00                         | 30,450.00                        |                               |
| 50-40-27                           | UTILITIES                          | 17,275.22                         | 16,880.26                       | 14,691.36                         | 18,000.00                         | 20,000.00                        |                               |
| 50-40-28                           | COMMUNICATIONS                     | 4,206.75                          | 3,841.50                        | 2,932.99                          | 2,500.00                          | 3,000.00                         |                               |
| 50-40-36                           | INTERNAL SERVICES ALLOCATION       | 304,900.00                        | 313,550.00                      | 244,431.00                        | 325,908.00                        | 224,893.00                       |                               |
| 50-40-37                           | PROFESSIONAL & TECH SERVICES       | 2,885.17                          | 5,390.81                        | 2,850.00                          | 7,500.00                          | 7,500.00                         |                               |
| 50-40-45                           | CULINARY SYSTEM MAINTENANCE        | 66,709.73                         | 112,416.81                      | 79,507.20                         | 100,000.00                        | 100,000.00                       |                               |
| 50-40-50                           | DEPRECIATION                       | 447,659.06                        | 520,381.55                      | 468,504.19                        | 560,000.00                        | 560,000.00                       |                               |
| 50-40-55                           | BAD DEBT                           | .00                               | .00                             | .00                               | 1,000.00                          | 1,000.00                         |                               |
| 50-40-60                           | SUNDRY                             | 557.41                            | 108.79                          | 23.99                             | 500.00                            | 500.00                           |                               |
| 50-40-70                           | CAPITAL OUTLAY                     | .00                               | .00                             | .00                               | 856,191.00                        | 1,175,000.00                     |                               |
| 50-40-71                           | MOVE CAPITAL TO BALANCE SHEET      | .00                               | .00                             | .00                               | 856,191.00                        | 1,175,000.00                     |                               |
| 50-40-94                           | RETAINED EARNINGS                  | .00                               | .00                             | .00                               | 110,714.00                        | 8,262.00                         |                               |
|                                    | Total CULINARY WATER OPERATIONS:   | 1,601,663.04                      | 1,738,608.53                    | 1,537,099.38                      | 1,951,350.00                      | 1,788,275.00                     |                               |

| Account Number          | Account Title                | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-------------------------|------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| UTILITIES OFFICE        |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 50-41-23                | TRAVEL & TRAINING            | .00                               | .00                             | 1,275.00                          | 1,825.00                          | .00                              |                               |
| 50-41-24                | OFFICE SUPPLIES              | 53,779.66                         | 50,282.11                       | 42,424.28                         | 54,060.00                         | 59,025.00                        |                               |
| 50-41-25                | EQUIP SUPPLIES & MAINTENANCE | 69.94                             | 4,257.90                        | 1,576.00                          | 2,500.00                          | 2,500.00                         |                               |
| 50-41-37                | PROFESSIONAL & TECH SERVICES | 68,611.48                         | 69,030.98                       | 68,924.21                         | 77,040.00                         | 83,040.00                        |                               |
| Total UTILITIES OFFICE: |                              | 122,461.08                        | 123,570.99                      | 114,199.49                        | 135,425.00                        | 144,565.00                       |                               |
| Net Grand Totals:       |                              | 292,248.54                        | 306,984.99                      | 48,317.11-                        | .00                               | .00                              |                               |

**CULINARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>50-40-08 Source of supply</b>                    |            |                                        |                   |
| Prior year budget, as modified                      |            |                                        | \$ 445,400        |
| OPTIMAL SERVICE                                     |            |                                        |                   |
| MISSION & VISION CRITICAL                           |            |                                        |                   |
| SHORT-TERM SURVIVAL                                 |            |                                        |                   |
| Current estimates:                                  |            |                                        |                   |
| Weber Basin Water                                   | \$ 460,000 | \$ 460,000                             |                   |
| Total budget for account                            | \$ 460,000 | \$ 460,000                             | \$ -              |
| Amount changed from request                         |            |                                        | \$ (460,000)      |
| Increase/(decrease) from prior year modified budget | \$ 14,600  | \$ 14,600                              | \$ (445,400)      |

|                                                     |          |          |            |
|-----------------------------------------------------|----------|----------|------------|
| <b>50-40-15 Uniforms</b>                            |          |          |            |
| Prior year budget, as modified                      |          |          | \$ 1,600   |
| Current estimates:                                  |          |          |            |
| Shirts with Logo                                    | 600      | 600      |            |
| Work Boots                                          | 450      | 450      |            |
| Hard hats, vests, gloves, etc                       | 450      | 450      |            |
| Total budget for account                            | \$ 1,500 | \$ 1,500 | \$ -       |
| Amount changed from request                         |          |          | \$ (1,500) |
| Increase/(decrease) from prior year modified budget | \$ (100) | \$ (100) | \$ (1,600) |

|                                                         |            |            |            |
|---------------------------------------------------------|------------|------------|------------|
| <b>50-40-21 Books, subscriptions, &amp; memberships</b> |            |            |            |
| Prior year budget, as modified                          |            |            | \$ 7,200   |
| Current estimates:                                      |            |            |            |
| Infowater Software License Renewal                      | \$ 2,000   | \$ 2,000   |            |
| UCEA, APWA Membership                                   | \$ 1,000   | \$ 1,000   |            |
| Bently Select, ARC GIS Support & Updates                | \$ 1,000   | \$ 1,000   |            |
| Rural Water Association of Utah                         | \$ 1,500   | \$ 1,500   |            |
| Total budget for account                                | \$ 5,500   | \$ 5,500   | \$ -       |
| Amount changed from request                             |            |            | \$ (5,500) |
| Increase/(decrease) from prior year modified budget     | \$ (1,700) | \$ (1,700) | \$ (7,200) |

**CULINARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                                        | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|------------------------------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>50-40-23 Travel &amp; training</b>                                  |           |                                        |                   |
| Prior year budget, as modified                                         |           |                                        | \$ 7,000          |
| Current estimates:                                                     |           |                                        |                   |
| CEU Training, Certificate Training<br>(includes travel and Conf. fees) | 7,000     | 7,000                                  |                   |
| Total budget for account                                               | \$ 7,000  | \$ 7,000                               | \$ -              |
| Amount changed from request                                            |           |                                        | \$ (7,000)        |
| Increase/(decrease) from prior year modified budget                    | \$ -      | \$ -                                   | \$ (7,000)        |
| <b>50-40-24 Office supplies</b>                                        |           |                                        |                   |
| Prior year budget, as modified                                         |           |                                        | \$ 4,500          |
| Current estimates:                                                     |           |                                        |                   |
| Postage, Plan Sets, Paper, First Aid, Etc.                             | 950       | 950                                    |                   |
| Ink/Toner                                                              | 2,000     | 2,000                                  |                   |
| Technology                                                             | 1,550     | 1,550                                  |                   |
| Total budget for account                                               | \$ 4,500  | \$ 4,500                               | \$ -              |
| Amount changed from request                                            |           |                                        | \$ (4,500)        |
| Increase/(decrease) from prior year modified budget                    | \$ -      | \$ -                                   | \$ (4,500)        |
| <b>50-40-25 Equipment &amp; Supplies</b>                               |           |                                        |                   |
| Prior year budget, as modified                                         |           |                                        | \$ 4,000          |
| Current estimates:                                                     |           |                                        |                   |
| Hand Tools (wrenches, sockets, drivers, mallet, etc)                   | \$ 500    | \$ 500                                 |                   |
| Power Tools / Batteries                                                | \$ 600    | \$ 600                                 |                   |
| Concrete Tools                                                         | \$ 100    | \$ 100                                 |                   |
| Brooms, shovels, rakes                                                 | \$ 300    | \$ 300                                 |                   |
| Water pumps, hand pumps, torch, propane                                | \$ 600    | \$ 600                                 |                   |
| Valve keys, hydrant keys, hydrant valve                                | \$ 300    | \$ 300                                 |                   |
| Leak Tools, Clamps, Detection Equipment                                | \$ 500    | \$ 500                                 |                   |
| Diamond saw blades                                                     | \$ 350    | \$ 350                                 |                   |
| Misc (electrical, pipe lube, muck boots, ladder, etc)                  | \$ 250    | \$ 250                                 |                   |
| Total budget for account                                               | \$ 3,500  | \$ 3,500                               | \$ -              |
| Amount changed from request                                            |           |                                        | \$ (3,500)        |
| Increase/(decrease) from prior year modified budget                    | \$ (500)  | \$ (500)                               | \$ (4,000)        |

**CULINARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>50-40-26 Vehicle expenses</b>                    |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>32,000</u>          |
| Current estimates:                                  |                   |                                                |                           |
| Fuel                                                | \$ 15,000         | \$ 15,000                                      |                           |
| Oil, misc. repairs & Tire Replacement               | \$ 12,000         | \$ 12,000                                      |                           |
| Lease on Back Hoe (1/2)                             | \$ 600            | \$ 600                                         |                           |
| Flatbed/Boxes (1/2)                                 | 2,850             | 2,850                                          |                           |
| Total budget for account                            | \$ <u>30,450</u>  | \$ <u>30,450</u>                               | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (30,450)               |
| Increase/(decrease) from prior year modified budget | \$ (1,550)        | \$ (1,550)                                     | \$ (32,000)               |
| <b>50-40-27 Utilities</b>                           |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>18,000</u>          |
| Current estimates:                                  |                   |                                                |                           |
| Utilities for CW Pump Station                       | 20,000            | 20,000                                         |                           |
| Total budget for account                            | \$ <u>20,000</u>  | \$ <u>20,000</u>                               | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (20,000)               |
| Increase/(decrease) from prior year modified budget | \$ 2,000          | \$ 2,000                                       | \$ (18,000)               |
| <b>50-40-28 Communications</b>                      |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>2,500</u>           |
| Current estimates:                                  |                   |                                                |                           |
| Cell Phone Communication                            | 3,000             | 3,000                                          |                           |
| Total budget for account                            | \$ <u>3,000</u>   | \$ <u>3,000</u>                                | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (3,000)                |
| Increase/(decrease) from prior year modified budget | \$ 500            | \$ 500                                         | \$ (2,500)                |
| <b>50-40-36 Internal services allocation</b>        |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>325,908</u>         |
| Current estimates:                                  |                   |                                                |                           |
| General Fund                                        | \$ 192,795        | \$ 192,795                                     |                           |
| Information Technology                              | 32,098            | 32,098                                         |                           |
| Total budget for account                            | \$ <u>224,893</u> | \$ <u>224,893</u>                              | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (224,893)              |
| Increase/(decrease) from prior year modified budget | \$ (101,015)      | \$ (101,015)                                   | \$ (325,908)              |

**CULINARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>50-40-37 Professional &amp; technical services</b> |                   |                                                |                           |
| Prior year budget, as modified                        |                   |                                                | \$ <u>7,500</u>           |
| Current estimates:                                    |                   |                                                |                           |
| SCADA / GIS Water System Support                      | 7,500             | 7,500                                          |                           |
| Total budget for account                              | \$ <u>7,500</u>   | \$ <u>7,500</u>                                | \$ -                      |
| Amount changed from request                           |                   |                                                | \$ (7,500)                |
| Increase/(decrease) from prior year modified budget   | \$ -              | \$ -                                           | \$ (7,500)                |
| <b>50-40-45 Culinary system maintenance</b>           |                   |                                                |                           |
| Prior year budget, as modified                        |                   |                                                | \$ <u>100,000</u>         |
| Current estimates:                                    |                   |                                                |                           |
| Repairs, Samples, Maintenance, Monitoring             | \$ 100,000        | \$ 100,000                                     |                           |
| Total budget for account                              | \$ <u>100,000</u> | \$ <u>100,000</u>                              | \$ -                      |
| Amount changed from request                           |                   |                                                | \$ (100,000)              |
| Increase/(decrease) from prior year modified budget   | \$ -              | \$ -                                           | \$ (100,000)              |
| <b>50-40-50 Depreciation</b>                          |                   |                                                |                           |
| Prior year budget, as modified                        |                   |                                                | \$ <u>560,000</u>         |
| Current estimates:                                    |                   |                                                |                           |
| Depreciation                                          | \$ 560,000        | \$ 560,000                                     |                           |
| Total budget for account                              | \$ <u>560,000</u> | \$ <u>560,000</u>                              | \$ -                      |
| Amount changed from request                           |                   |                                                | \$ (560,000)              |
| Increase/(decrease) from prior year modified budget   | \$ -              | \$ -                                           | \$ (560,000)              |
| <b>50-40-55 Bad debt</b>                              |                   |                                                |                           |
| Prior year budget, as modified                        |                   |                                                | \$ <u>1,000</u>           |
| Current estimates:                                    |                   |                                                |                           |
| Uncollectible accounts                                | \$ 1,000          | \$ 1,000                                       |                           |
| Total budget for account                              | \$ <u>1,000</u>   | \$ <u>1,000</u>                                | \$ -                      |
| Amount changed from request                           |                   |                                                | \$ (1,000)                |
| Increase/(decrease) from prior year modified budget   | \$ -              | \$ -                                           | \$ (1,000)                |

**CULINARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>50-40-60 Sundry</b>                              |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | \$ <u>500</u>             |
| Current estimates:                                  | 500                 | 500                                            |                           |
| Total budget for account                            | <u>\$ 500</u>       | <u>\$ 500</u>                                  | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -                | \$ -                                           | \$ (500)                  |
| <b>Total expenditures</b>                           |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | \$ <u>1,517,108</u>       |
| Total budget for expenditures                       | <u>\$ 1,429,343</u> | <u>\$ 1,429,343</u>                            | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (1,429,343)            |
| Increase/(decrease) from prior year modified budget | \$ (87,765)         | \$ (87,765)                                    | \$ (1,517,108)            |

**CULINARY WATER OPERATING FUND - UTILITIES OFFICE**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>50-41-23 Travel &amp; Training</b>                 |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ 1,825                  |
| OPTIMAL SERVICE                                       |                  |                                                |                           |
| MISSION & VISION CRITICAL                             |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                   |                  |                                                |                           |
| Current estimates:                                    |                  |                                                |                           |
| Caselle Annual Software Training (3 Staff)            | \$ 1,825         | \$ -                                           |                           |
| Total budget for account                              | <u>\$ 1,825</u>  | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                           |                  |                                                | \$ (1,825)                |
| Increase/(decrease) from prior year modified budget   | \$ -             | \$ (1,825)                                     | \$ (1,825)                |
| <b>50-41-24 Office supplies</b>                       |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ 54,060                 |
| Current estimates:                                    |                  |                                                |                           |
| Utility bills, etc. (7400 * .55 * 12)                 | \$ 48,840        | \$ 48,840                                      |                           |
| Envelopes, Paper, etc.                                | \$ 8,400         | \$ 8,400                                       |                           |
| Doorhangers                                           | \$ 1,285         | \$ 1,285                                       |                           |
| Postage for shutoff                                   | \$ 500           | \$ 500                                         |                           |
| Total budget for account                              | <u>\$ 59,025</u> | <u>\$ 59,025</u>                               | <u>\$ -</u>               |
| Amount changed from request                           |                  |                                                | \$ (59,025)               |
| Increase/(decrease) from prior year modified budget   | \$ 4,965         | \$ 4,965                                       | \$ (54,060)               |
| <b>50-41-25 Equipment, supplies &amp; maintenance</b> |                  |                                                |                           |
| Prior year budget, as modified                        |                  |                                                | \$ 2,500                  |
| Current estimates:                                    |                  |                                                |                           |
| Printer Maintenance                                   | \$ 2,500         | \$ 2,500                                       |                           |
| Misc. equipment repairs                               |                  |                                                |                           |
| Total budget for account                              | <u>\$ 2,500</u>  | <u>\$ 2,500</u>                                | <u>\$ -</u>               |
| Amount changed from request                           |                  |                                                | \$ (2,500)                |
| Increase/(decrease) from prior year modified budget   | \$ -             | \$ -                                           | \$ (2,500)                |

**CULINARY WATER OPERATING FUND - UTILITIES OFFICE**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u>         | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|--------------------------|------------------------------------------------|---------------------------|
| <b>50-41-37 Professional &amp; technical services</b> |                          |                                                |                           |
| Prior year budget, as modified                        |                          |                                                | \$ <u><u>77,040</u></u>   |
| Current estimates:                                    |                          |                                                |                           |
| Xpress Billpay Fees                                   | \$ 24,500                | \$ 24,500                                      |                           |
| Bank of America Fees                                  | \$ 23,000                | \$ 23,000                                      |                           |
| Paymentech Fees                                       | \$ 17,300                | \$ 17,300                                      |                           |
| Caselle annual support contract                       | 18,240                   | 18,240                                         |                           |
| <hr/>                                                 |                          |                                                |                           |
| Total budget for account                              | \$ <u><u>83,040</u></u>  | \$ <u><u>83,040</u></u>                        | \$ <u><u>-</u></u>        |
| Amount changed from request                           |                          |                                                | \$ (83,040)               |
| Increase/(decrease) from prior year modified budget   | \$ 6,000                 | \$ 6,000                                       | \$ (77,040)               |
| <hr/>                                                 |                          |                                                |                           |
| <b>Total expenditures</b>                             |                          |                                                |                           |
| Prior year budget, as modified                        |                          |                                                | \$ <u><u>133,600</u></u>  |
| <hr/>                                                 |                          |                                                |                           |
| Total budget for expenditures                         | \$ <u><u>144,565</u></u> | \$ <u><u>144,565</u></u>                       | \$ <u><u>-</u></u>        |
| Amount changed from request                           |                          |                                                | \$ (144,565)              |
| Increase/(decrease) from prior year modified budget   | \$ 10,965                | \$ 10,965                                      | \$ (133,600)              |

**CULINARY WATER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Capital Line Item Detail**

|                                                     | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>50-1651 Machinery &amp; equipment</b>            |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | <u><u>        </u></u>    |
| Current estimates:                                  |                     |                                                |                           |
| Polaris Ace                                         | \$ 9,500            | \$ 9,500                                       |                           |
|                                                     | <u>        </u>     | <u>        </u>                                | <u>        </u>           |
| Total budget for account                            | <u>\$ 9,500</u>     | <u>\$ 9,500</u>                                | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (9,500)                |
| Increase/(decrease) from prior year modified budget | \$ 9,500            | \$ 9,500                                       | \$ -                      |
| <b>50-1671 Water System</b>                         |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | <u><u>        </u></u>    |
| Current estimates:                                  |                     |                                                |                           |
| SR-108 Waterline                                    | \$ 1,175,000        | \$ 1,175,000                                   |                           |
|                                                     | <u>        </u>     | <u>        </u>                                | <u>        </u>           |
| Total budget for account                            | <u>\$ 1,175,000</u> | <u>\$ 1,175,000</u>                            | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (1,175,000)            |
| Increase/(decrease) from prior year modified budget | \$ 1,175,000        | \$ 1,175,000                                   | \$ -                      |
| <b>Total expenditures</b>                           |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | <u><u>\$ 60,000</u></u>   |
| Total budget for expenditures                       | <u>\$ 1,184,500</u> | <u>\$ 1,184,500</u>                            | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (1,184,500)            |
| Increase/(decrease) from prior year modified budget | \$ 1,124,500        | \$ 1,124,500                                   | \$ (60,000)               |

| Account Number                     | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>CHARGE FOR SERVICES</b>         |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 53-34-82                           | SEWER CONNECTION FEES          | 65,700.00                         | 58,500.00                       | 73,500.00                         | 74,100.00                         | 75,000.00                        |                               |
| Total CHARGE FOR SERVICES:         |                                | 65,700.00                         | 58,500.00                       | 73,500.00                         | 74,100.00                         | 75,000.00                        |                               |
| <b>MISCELLANEOUS REVENUE</b>       |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 53-36-10                           | INTEREST INCOME                | 4,300.54                          | 5,887.32                        | 6,995.38                          | 4,000.00                          | 9,000.00                         |                               |
| 53-36-90                           | SUNDRY REVENUES                | .00                               | 693.00                          | 7,194.00                          | 7,781.00                          | 8,750.00                         |                               |
| Total MISCELLANEOUS REVENUE:       |                                | 4,300.54                          | 6,580.32                        | 14,189.38                         | 11,781.00                         | 17,750.00                        |                               |
| <b>OPERATING REVENUE</b>           |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 53-37-30                           | SEWER REVENUE                  | 1,237,235.61                      | 1,534,627.47                    | 1,575,554.66                      | 1,850,000.00                      | 2,170,382.00                     |                               |
| Total OPERATING REVENUE:           |                                | 1,237,235.61                      | 1,534,627.47                    | 1,575,554.66                      | 1,850,000.00                      | 2,170,382.00                     |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 53-39-45                           | CONTRIBUTION FROM SUBDIVISIONS | 21,255.00                         | 169,870.00                      | .00                               | .00                               | .00                              |                               |
| 53-39-50                           | USE OF RETAINED EARNINGS       | .00                               | .00                             | .00                               | 269,156.00                        | 342,028.00                       |                               |
| Total CONTRIBUTIONS AND TRANSFERS: |                                | 21,255.00                         | 169,870.00                      | .00                               | 269,156.00                        | 342,028.00                       |                               |
| <b>SEWER OPERATING FUND</b>        |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 53-40-10                           | OVERTIME                       | 538.24                            | 1,622.43                        | 822.50                            | 5,000.00                          | 5,000.00                         |                               |
| 53-40-11                           | PERMANENT EMPLOYEE WAGES       | 95,204.41                         | 97,526.52                       | 83,986.69                         | 100,119.00                        | 115,959.00                       |                               |
| 53-40-12                           | PART-TIME WAGES                | .00                               | .00                             | .00                               | .00                               | 10,660.00                        |                               |
| 53-40-13                           | EMPLOYEE BENEFITS              | 55,850.69                         | 55,258.52                       | 45,789.45                         | 56,991.00                         | 65,005.00                        |                               |
| 53-40-14                           | GASB 68 PENSION EXPENSE        | .00                               | 5,637.00                        | .00                               | .00                               | .00                              |                               |
| 53-40-15                           | UNIFORMS                       | .00                               | .00                             | .00                               | .00                               | 1,000.00                         |                               |
| 53-40-18                           | SEWAGE DISPOSAL FEES           | 813,082.65                        | 1,087,462.92                    | 1,038,873.08                      | 1,406,450.00                      | 1,711,200.00                     |                               |
| 53-40-23                           | TRAVEL & TRAINING              | 245.00                            | 2,067.28                        | 525.00                            | 2,000.00                          | 2,000.00                         |                               |
| 53-40-24                           | OFFICE SUPPLIES                | 213.91                            | 291.74                          | 224.20                            | 500.00                            | 500.00                           |                               |
| 53-40-25                           | EQUIP SUPPLIES & MAINT         | 3,147.58                          | 4,501.81                        | 2,009.05                          | 6,000.00                          | 6,000.00                         |                               |
| 53-40-26                           | VEHICLE EXPENSES               | 2,389.29                          | 6,959.73                        | 148.98                            | 12,000.00                         | 12,000.00                        |                               |
| 53-40-28                           | COMMUNICATIONS                 | .00                               | .00                             | .00                               | 1,000.00                          | 1,400.00                         |                               |
| 53-40-36                           | INTERNAL SERVICES ALLOCATION   | 71,150.00                         | 73,651.00                       | 56,607.75                         | 75,477.00                         | 134,936.00                       |                               |
| 53-40-37                           | PROFESSIONAL & TECH SERVICES   | 2,225.00                          | 3,282.30                        | 1,500.00                          | 3,500.00                          | 3,500.00                         |                               |
| 53-40-45                           | SEWER SYSTEM MAINTENANCE       | 4,234.46                          | 1,406.07                        | 2,189.00                          | 15,000.00                         | 15,000.00                        |                               |
| 53-40-50                           | DEPRECIATION                   | 504,309.51                        | 510,100.15                      | 427,156.75                        | 520,000.00                        | 520,000.00                       |                               |
| 53-40-55                           | BAD DEBT                       | .00                               | .00                             | .00                               | 500.00                            | 500.00                           |                               |
| 53-40-60                           | SUNDRY                         | 358.46                            | 467.85                          | 376.25                            | 500.00                            | 500.00                           |                               |
| 53-40-70                           | CAPITAL OUTLAY                 | .00                               | .00                             | .00                               | 542,000.00                        | .00                              |                               |
| 53-40-71                           | MOVE CAPITAL TO BALANCE SHEET  | .00                               | .00                             | .00                               | 542,000.00                        | .00                              |                               |
| Total SEWER OPERATING FUND:        |                                | 1,552,949.20                      | 1,838,961.32                    | 1,660,208.70                      | 2,205,037.00                      | 2,605,160.00                     |                               |
| Net Grand Totals:                  |                                | 224,458.05                        | 69,383.53                       | 3,035.34                          | .00                               | .00                              |                               |

**SEWER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>53-40-15 Uniforms</b>                            |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| OPTIMAL SERVICE                                     |                  |                                                |                           |
| MISSION & VISION CRITICAL                           |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                  |                                                |                           |
| Current estimates:                                  |                  |                                                |                           |
| Shirts with Logo                                    | \$ 400           | \$ 400                                         |                           |
| Work Boots                                          | \$ 300           | \$ 300                                         |                           |
| Hard hats, vests, gloves, etc                       | 300              | 300                                            |                           |
| Total budget for account                            | <u>\$ 1,000</u>  | <u>\$ 1,000</u>                                | <u>\$ -</u>               |
| Amount changed from request                         |                  |                                                | \$ (1,000)                |
| Increase/(decrease) from prior year modified budget | \$ 1,000         | \$ 1,000                                       | \$ -                      |

|                                                                              |                     |                     |                     |
|------------------------------------------------------------------------------|---------------------|---------------------|---------------------|
| <b>53-40-18 Sewage disposal fees</b>                                         |                     |                     |                     |
| Prior year budget, as modified                                               |                     |                     | <u>\$ 1,386,450</u> |
| Current estimates:                                                           |                     |                     |                     |
| North Davis Sewer fees (7600 conn* \$ 18.5)<br>(\$3 rate increase from NDSB) | \$ 1,687,200        | \$ 1,687,200        |                     |
| Excess Commercial Gallons (\$2000*12)                                        | \$ 24,000           | \$ 24,000           |                     |
| Total budget for account                                                     | <u>\$ 1,711,200</u> | <u>\$ 1,711,200</u> | <u>\$ -</u>         |
| Amount changed from request                                                  |                     |                     | \$ (1,711,200)      |
| Increase/(decrease) from prior year modified budget                          | \$ 324,750          | \$ 324,750          | \$ (1,386,450)      |

|                                                     |                 |                 |                 |
|-----------------------------------------------------|-----------------|-----------------|-----------------|
| <b>53-40-23 Travel &amp; training</b>               |                 |                 |                 |
| Prior year budget, as modified                      |                 |                 | <u>\$ 2,000</u> |
| Current estimates:                                  |                 |                 |                 |
| Training                                            | \$ 2,000        | \$ 2,000        |                 |
| Certifications & CEU's                              |                 |                 |                 |
| Total budget for account                            | <u>\$ 2,000</u> | <u>\$ 2,000</u> | <u>\$ -</u>     |
| Amount changed from request                         |                 |                 | \$ (2,000)      |
| Increase/(decrease) from prior year modified budget | \$ -            | \$ -            | \$ (2,000)      |

**SEWER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>53-40-24 Office supplies</b>                     |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 500                    |
| Current estimates:                                  |                  |                                                |                           |
| Postage, Plan Sets, Paper, First Aid, Etc.          | 100              | 100                                            |                           |
| Ink/Toner                                           | 230              | 230                                            |                           |
| Technology                                          | 170              | 170                                            |                           |
| Total budget for account                            | \$ 500           | \$ 500                                         | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (500)                  |

|                                                     |          |          |            |
|-----------------------------------------------------|----------|----------|------------|
| <b>53-40-25 Equipment &amp; Supplies</b>            |          |          |            |
| Prior year budget, as modified                      |          |          | \$ 6,000   |
| Current estimates:                                  |          |          |            |
| Misc. hand tools                                    | \$ 1,500 | \$ 1,500 |            |
| Camera Maintenance                                  | 2,500    | 2,500    |            |
| Jet Hose Replacement                                | 2,000    | 2,000    |            |
| Total budget for account                            | \$ 6,000 | \$ 6,000 | \$ -       |
| Amount changed from request                         |          |          | \$ (6,000) |
| Increase/(decrease) from prior year modified budget | \$ -     | \$ -     | \$ (6,000) |

|                                                     |           |           |             |
|-----------------------------------------------------|-----------|-----------|-------------|
| <b>53-40-26 Vehicle expenses</b>                    |           |           |             |
| Prior year budget, as modified                      |           |           | \$ 12,000   |
| Current estimates:                                  |           |           |             |
| Fuel                                                | \$ 8,000  | \$ 8,000  |             |
| oil, inspections, misc. repairs                     | 4,000     | 4,000     |             |
| Total budget for account                            | \$ 12,000 | \$ 12,000 | \$ -        |
| Amount changed from request                         |           |           | \$ (12,000) |
| Increase/(decrease) from prior year modified budget | \$ -      | \$ -      | \$ (12,000) |

**SEWER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>53-40-28 Communications</b>                      |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 1,000                  |
| Current estimates:                                  |                  |                                                |                           |
| Phone and Radio Communication                       | \$ 1,400         | \$ 1,400                                       |                           |
| Total budget for account                            | \$ 1,400         | \$ 1,400                                       | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (1,400)                |
| Increase/(decrease) from prior year modified budget | \$ 400           | \$ 400                                         | \$ (1,000)                |

|                                                     |            |            |              |
|-----------------------------------------------------|------------|------------|--------------|
| <b>53-40-36 Internal services allocation</b>        |            |            |              |
| Prior year budget, as modified                      |            |            | \$ 75,477    |
| Current estimates:                                  |            |            |              |
| General Fund                                        | \$ 115,677 | \$ 115,677 |              |
| Information Technology                              | 19,259     | 19,259     |              |
| Total budget for account                            | \$ 134,936 | \$ 134,936 | \$ -         |
| Amount changed from request                         |            |            | \$ (134,936) |
| Increase/(decrease) from prior year modified budget | \$ 59,459  | \$ 59,459  | \$ (75,477)  |

|                                                       |          |          |            |
|-------------------------------------------------------|----------|----------|------------|
| <b>53-40-37 Professional &amp; technical services</b> |          |          |            |
| Prior year budget, as modified                        |          |          | \$ 3,500   |
| Current estimates:                                    |          |          |            |
| Lateral video inspection, Sensor calibration          | \$ 2,000 | \$ 2,000 |            |
| IT Pipes Software annual                              | 1,500    | 1,500    |            |
| Total budget for account                              | \$ 3,500 | \$ 3,500 | \$ -       |
| Amount changed from request                           |          |          | \$ (3,500) |
| Increase/(decrease) from prior year modified budget   | \$ -     | \$ -     | \$ (3,500) |

**SEWER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>53-40-45 Sewer system maintenance</b>            |           |                                        |                   |
| Prior year budget, as modified                      |           |                                        | \$ 15,000         |
| Current estimates:                                  |           |                                        |                   |
| Dump fees - emergency help                          | \$ 2,500  | \$ 2,500                               |                   |
| System Repairs                                      | \$ 7,500  | \$ 7,500                               |                   |
| Replace Manhole Lids/ Collars                       | 5,000     | 5,000                                  |                   |
| Total budget for account                            | \$ 15,000 | \$ 15,000                              | \$ -              |
| Amount changed from request                         |           |                                        | \$ (15,000)       |
| Increase/(decrease) from prior year modified budget | \$ -      | \$ -                                   | \$ (15,000)       |

|                                                     |            |            |              |
|-----------------------------------------------------|------------|------------|--------------|
| <b>53-40-50 Depreciation</b>                        |            |            |              |
| Prior year budget, as modified                      |            |            | \$ 520,000   |
| Current estimates:                                  |            |            |              |
| Depreciation                                        | \$ 520,000 | \$ 520,000 |              |
| Total budget for account                            | \$ 520,000 | \$ 520,000 | \$ -         |
| Amount changed from request                         |            |            | \$ (520,000) |
| Increase/(decrease) from prior year modified budget | \$ -       | \$ -       | \$ (520,000) |

|                                                     |        |        |          |
|-----------------------------------------------------|--------|--------|----------|
| <b>53-40-55 Bad debt</b>                            |        |        |          |
| Prior year budget, as modified                      |        |        | \$ 500   |
| Current estimates:                                  |        |        |          |
| Bad debt                                            | \$ 500 | \$ 500 |          |
| Total budget for account                            | \$ 500 | \$ 500 | \$ -     |
| Amount changed from request                         |        |        | \$ (500) |
| Increase/(decrease) from prior year modified budget | \$ -   | \$ -   | \$ (500) |

**SEWER OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>53-40-60 Sundry</b>                              |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 500                    |
| Current estimates:                                  | \$ 500           | \$ 500                                         |                           |
| Total budget for account                            | \$ 500           | \$ 500                                         | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (500)                  |
| <b>Total expenditures</b>                           |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 2,022,927              |
| Total budget for expenditures                       | \$ 2,407,536     | \$ 2,407,536                                   | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (2,407,536)            |
| Increase/(decrease) from prior year modified budget | \$ 384,609       | \$ 384,609                                     | \$ (2,022,927)            |

| Account Number                     | Account Title                | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>MISCELLANEOUS REVENUE</b>       |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 55-36-10                           | INTEREST INCOME              | 1,702.74                          | 1,894.91                        | 1,981.03                          | 1,500.00                          | 2,600.00                         |                               |
| Total MISCELLANEOUS REVENUE:       |                              | 1,702.74                          | 1,894.91                        | 1,981.03                          | 1,500.00                          | 2,600.00                         |                               |
| <b>OPERATING REVENUE</b>           |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 55-37-70                           | WASTE COLLECTION REVENUE     | 1,119,101.20                      | 1,106,073.38                    | 945,713.04                        | 1,123,000.00                      | 1,163,880.00                     |                               |
| 55-37-71                           | GREEN WASTE RECYCLING        | 110,364.55                        | 116,306.36                      | 102,514.51                        | 117,000.00                        | 124,800.00                       |                               |
| 55-37-75                           | GARBAGE CAN PURCHASE FEE     | 21,400.00                         | 19,400.00                       | 23,900.00                         | 24,700.00                         | 25,000.00                        |                               |
| Total OPERATING REVENUE:           |                              | 1,250,865.75                      | 1,241,779.74                    | 1,072,127.55                      | 1,264,700.00                      | 1,313,680.00                     |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 55-39-92                           | USE OF RETAINED EARNINGS     | .00                               | .00                             | .00                               | 14,734.00                         | .00                              |                               |
| Total CONTRIBUTIONS AND TRANSFERS: |                              | .00                               | .00                             | .00                               | 14,734.00                         | .00                              |                               |
| <b>GARBAGE OPERATING FUND</b>      |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 55-40-11                           | PERMANENT EMPLOYEE WAGES     | 41,513.36                         | 42,243.52                       | 36,070.76                         | 43,070.00                         | .00                              |                               |
| 55-40-12                           | PART-TIME WAGES              | .00                               | .00                             | .00                               | .00                               | 12,873.00                        |                               |
| 55-40-13                           | EMPLOYEE BENEFITS            | 11,407.93                         | 12,787.74                       | 9,776.99                          | 11,776.00                         | 1,002.00                         |                               |
| 55-40-14                           | GASB 68 PENSION EXPENSE      | .00                               | 2,305.00-                       | .00                               | .00                               | .00                              |                               |
| 55-40-15                           | UNIFORMS                     | .00                               | .00                             | .00                               | 500.00                            | 500.00                           |                               |
| 55-40-23                           | TRAVEL & TRAINING            | .00                               | .00                             | .00                               | 650.00                            | 650.00                           |                               |
| 55-40-24                           | OFFICE SUPPLIES              | .00                               | .00                             | .00                               | 1,000.00                          | 1,000.00                         |                               |
| 55-40-30                           | GARBAGE COLLECTION EXPENSE   | 999,172.16                        | 1,001,258.87                    | 769,621.91                        | 1,030,700.00                      | 1,063,844.00                     |                               |
| 55-40-31                           | GARBAGE CAN PURCHASES        | 12,690.00                         | 29,017.00                       | 36,612.50                         | 37,000.00                         | 37,000.00                        |                               |
| 55-40-36                           | INTERNAL SERVICES ALLOCATION | 40,150.00                         | 41,562.00                       | 32,803.47                         | 43,738.00                         | 24,988.00                        |                               |
| 55-40-40                           | GREEN WASTE COLLECTION FEES  | 93,982.90                         | 98,274.00                       | 77,649.00                         | 102,000.00                        | 102,696.00                       |                               |
| 55-40-41                           | GREEN WASTE CAN PURCHASES    | 4,420.00                          | 4,770.00                        | 9,937.50                          | 10,000.00                         | 10,000.00                        |                               |
| 55-40-55                           | BAD DEBT                     | .00                               | .00                             | .00                               | 500.00                            | 500.00                           |                               |
| 55-40-94                           | RETAINED EARNINGS            | .00                               | .00                             | .00                               | .00                               | 61,227.00                        |                               |
| Total GARBAGE OPERATING FUND:      |                              | 1,203,336.35                      | 1,227,608.13                    | 972,472.13                        | 1,280,934.00                      | 1,316,280.00                     |                               |
| Net Grand Totals:                  |                              | 49,232.14                         | 16,066.52                       | 101,636.45                        | .00                               | .00                              |                               |

**GARBAGE OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>55-40-15 Uniforms</b>                            |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>500</u>             |
| OPTIMAL SERVICE                                     |                  |                                                |                           |
| MISSION & VISION CRITICAL                           |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                  |                                                |                           |
| Current estimates:                                  |                  |                                                |                           |
| Uniforms                                            | \$ 500           | \$ 500                                         |                           |
| Total budget for account                            | \$ <u>500</u>    | \$ <u>500</u>                                  | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (500)                  |
| <b>55-40-23 Travel &amp; training</b>               |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>650</u>             |
| Current estimates:                                  |                  |                                                |                           |
| Caselle Annual Training                             | \$ 650           | \$ 650                                         |                           |
| Total budget for account                            | \$ <u>650</u>    | \$ <u>650</u>                                  | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (650)                  |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (650)                  |
| <b>55-40-24 Office supplies</b>                     |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ <u>1,000</u>           |
| Current estimates:                                  |                  |                                                |                           |
| General office supplies                             | \$ 1,000         | \$ 1,000                                       |                           |
| Total budget for account                            | \$ <u>1,000</u>  | \$ <u>1,000</u>                                | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (1,000)                |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ (1,000)                |

**GARBAGE OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>55-40-30 Garbage collection expense</b>          |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | \$ 1,030,700              |
| Current estimates:                                  |                     |                                                |                           |
| Wasatch integrated ((7400+3400)*5.20*12)            | \$ 673,920          | \$ 673,920                                     |                           |
| Waste Collection ((7400*3.73)+(3400*1.25))*12)      | 382,224             | 382,224                                        |                           |
| Dumpsters in City (\$225 * 12 months)               | 2,700               | 2,700                                          |                           |
| Miscellaneous Trips to Landfill                     | 5,000               | 5,000                                          |                           |
| Fuel Surcharge                                      |                     |                                                |                           |
| Total budget for account                            | <u>\$ 1,063,844</u> | <u>\$ 1,063,844</u>                            | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (1,063,844)            |
| Increase/(decrease) from prior year modified budget | \$ 33,144           | \$ 33,144                                      | \$ (1,030,700)            |

**55-40-31 Garbage can purchases**

|                                                     |                  |                  |             |
|-----------------------------------------------------|------------------|------------------|-------------|
| Prior year budget, as modified                      |                  |                  | \$ 37,000   |
| Current estimates:                                  |                  |                  |             |
| Black Can Purchase (700 cans)                       | \$ 37,000        | \$ 37,000        |             |
| Total budget for account                            | <u>\$ 37,000</u> | <u>\$ 37,000</u> | <u>\$ -</u> |
| Amount changed from request                         |                  |                  | \$ (37,000) |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -             | \$ (37,000) |

**55-40-36 Internal services allocation**

|                                                     |                  |                  |             |
|-----------------------------------------------------|------------------|------------------|-------------|
| Prior year budget, as modified                      |                  |                  | \$ 43,738   |
| Current estimates:                                  |                  |                  |             |
| General Fund                                        | \$ 21,422        | \$ 21,422        |             |
| Information Technology                              | 3,566            | 3,566            |             |
| Total budget for account                            | <u>\$ 24,988</u> | <u>\$ 24,988</u> | <u>\$ -</u> |
| Amount changed from request                         |                  |                  | \$ (24,988) |
| Increase/(decrease) from prior year modified budget | \$ (18,750)      | \$ (18,750)      | \$ (43,738) |

**GARBAGE OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>55-40-40 Green waste collection fees</b>         |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ <u>102,000</u>         |
| Current estimates:                                  |                   |                                                |                           |
| Wasatch integrated (1556*2*12)                      | 37,344            | 37,344                                         |                           |
| Waste Company (3.5*1556*12)                         | \$ 65,352         | \$ 65,352                                      |                           |
| Fuel Surcharge                                      |                   |                                                |                           |
| Total budget for account                            | \$ <u>102,696</u> | \$ <u>102,696</u>                              | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (102,696)              |
| Increase/(decrease) from prior year modified budget | \$ 696            | \$ 696                                         | \$ (102,000)              |

|                                                     |                  |                  |                  |
|-----------------------------------------------------|------------------|------------------|------------------|
| <b>55-40-41 Green waste can purchases</b>           |                  |                  |                  |
| Prior year budget, as modified                      |                  |                  | \$ <u>10,000</u> |
| Current estimates:                                  |                  |                  |                  |
| Green waste can purchase (212)                      | 10,000           | 10,000           |                  |
| Total budget for account                            | \$ <u>10,000</u> | \$ <u>10,000</u> | \$ -             |
| Amount changed from request                         |                  |                  | \$ (10,000)      |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -             | \$ (10,000)      |

**GARBAGE OPERATING FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>55-40-55 Bad debt</b>                            |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | \$ 500                    |
| Current estimates:                                  |                     |                                                |                           |
| Utility uncollectables                              | \$ 500              | \$ 500                                         |                           |
| Total budget for account                            | <u>\$ 500</u>       | <u>\$ 500</u>                                  | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (500)                  |
| Increase/(decrease) from prior year modified budget | \$ -                | \$ -                                           | \$ (500)                  |
| <b>Total expenditures</b>                           |                     |                                                |                           |
| Prior year budget, as modified                      |                     |                                                | <u>\$ 1,226,088</u>       |
| Total budget for expenditures                       | <u>\$ 1,241,178</u> | <u>\$ 1,241,178</u>                            | <u>\$ -</u>               |
| Amount changed from request                         |                     |                                                | \$ (1,241,178)            |
| Increase/(decrease) from prior year modified budget | \$ 15,090           | \$ 15,090                                      | \$ (1,226,088)            |

# **Information Technology Internal Service Fund**

| Account Number                | Account Title                 | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-------------------------------|-------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>MISCELLANEOUS REVENUE</b>  |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 63-36-10                      | INTEREST INCOME               | 131.36                            | 186.88                          | 294.70                            | 150.00                            | 150.00                           |                               |
| Total MISCELLANEOUS REVENUE:  |                               | 131.36                            | 186.88                          | 294.70                            | 150.00                            | 150.00                           |                               |
| <b>SPECIAL FUND REVENUE</b>   |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 63-39-91                      | DEPARTMENTAL CHARGES          | 183,000.00                        | 189,458.00                      | 180,000.00                        | 240,000.00                        | 311,249.00                       |                               |
| Total SPECIAL FUND REVENUE:   |                               | 183,000.00                        | 189,458.00                      | 180,000.00                        | 240,000.00                        | 311,249.00                       |                               |
| <b>OPERATING EXPENDITURES</b> |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 63-40-11                      | PERMANENT EMPLOYEE WAGES      | 89,692.88                         | 91,113.36                       | 76,405.34                         | 92,837.00                         | 93,242.00                        |                               |
| 63-40-12                      | PART-TIME WAGES               | 1,525.75                          | 7,350.81                        | 7,779.20                          | 10,535.00                         | 27,911.00                        |                               |
| 63-40-13                      | EMPLOYEE BENEFITS             | 42,725.72                         | 45,147.56                       | 37,354.54                         | 46,184.00                         | 48,202.00                        |                               |
| 63-40-14                      | GASB 68 PENSION EXPENSE       | .00                               | 4,885.00                        | .00                               | .00                               | .00                              |                               |
| 63-40-21                      | BOOKS, SUBSCRIPTS & MEMBERSHI | 99.95                             | 386.19                          | 305.74                            | 1,100.00                          | 1,349.00                         |                               |
| 63-40-23                      | TRAVEL & TRAINING             | 3,941.84                          | 3,951.35                        | 1,095.00                          | 3,800.00                          | 3,800.00                         |                               |
| 63-40-24                      | OFFICE SUPPLIES               | 69.57                             | 44.02                           | 32.65                             | 25.00                             | 75.00                            |                               |
| 63-40-25                      | EQUIPMENT SUPPLIES & MAINT    | 58,297.49                         | 12,025.11                       | 13,435.14                         | 40,500.00                         | 27,200.00                        |                               |
| 63-40-26                      | VEHICLE MAINTENANCE           | .00                               | .00                             | .00                               | .00                               | 550.00                           |                               |
| 63-40-28                      | COMMUNICATIONS                | .00                               | .00                             | .00                               | .00                               | 56,000.00                        |                               |
| 63-40-37                      | PROFESSIONAL & TECH SERVICES  | 7,893.81                          | 8,442.69                        | 14,209.59                         | 24,500.00                         | 32,420.00                        |                               |
| 63-40-60                      | SUNDRY                        | 251.98                            | 91.21                           | 55.90                             | 500.00                            | 500.00                           |                               |
| Total OPERATING EXPENDITURES: |                               | 204,498.99                        | 163,667.30                      | 150,673.10                        | 219,981.00                        | 291,249.00                       |                               |
| <b>FUND BALANCE</b>           |                               |                                   |                                 |                                   |                                   |                                  |                               |
| 63-48-80                      | INCREASE IN FUND BALANCE      | .00                               | .00                             | .00                               | 19,619.00                         | 20,150.00                        |                               |
| Total FUND BALANCE:           |                               | .00                               | .00                             | .00                               | 19,619.00                         | 20,150.00                        |                               |
| Net Grand Totals:             |                               | 21,367.63                         | 25,977.58                       | 29,621.60                         | 550.00                            | .00                              |                               |

**INFORMATION TECHNOLOGY FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                        | Requested   | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|--------------------------------------------------------|-------------|----------------------------------------|-------------------|
| <b>63-40-21 Books, subscriptions &amp; memberships</b> |             |                                        |                   |
| Prior year budget, as modified                         |             |                                        | \$ 1,100          |
| OPTIMAL SERVICE                                        |             |                                        |                   |
| MISSION & VISION CRITICAL                              |             |                                        |                   |
| SHORT-TERM SURVIVAL                                    |             |                                        |                   |
| Current estimates:                                     |             |                                        |                   |
| Experts Exchange                                       | \$ 150      | \$ 150                                 |                   |
| Logmein                                                | 999         | 999                                    |                   |
| Other technical books                                  | 200         | 200                                    |                   |
| Total budget for account                               | \$ 1,349    | \$ 1,349                               | \$ -              |
| Amount changed from request                            |             |                                        | \$ (1,349)        |
| Increase/(decrease) from prior year modified budget    | \$ 249      | \$ 249                                 | \$ (1,100)        |
| <b>63-40-23 Travel &amp; training</b>                  |             |                                        |                   |
| Prior year budget, as modified                         |             |                                        | \$ 3,800          |
| Current estimates:                                     |             |                                        |                   |
| Annual IT Conference                                   | \$ 3,800    | \$ 3,800                               |                   |
| Total budget for account                               | \$ 3,800    | \$ 3,800                               | \$ -              |
| Amount changed from request                            |             |                                        | \$ (3,800)        |
| Increase/(decrease) from prior year modified budget    | \$ -        | \$ -                                   | \$ (3,800)        |
| <b>63-40-24 Office supplies</b>                        |             |                                        |                   |
| Prior year budget, as modified                         |             |                                        | \$ 25             |
| Current estimates:                                     |             |                                        |                   |
| General office supplies                                | \$ 75       | \$ 75                                  |                   |
| Total budget for account                               | \$ 75       | \$ 75                                  | \$ -              |
| Amount changed from request                            |             |                                        | \$ (75)           |
| Increase/(decrease) from prior year modified budget    | \$ 50       | \$ 50                                  | \$ (25)           |
| <b>63-40-25 Equipment, supplies &amp; maintenance</b>  |             |                                        |                   |
| Prior year budget, as modified                         |             |                                        | \$ 40,500         |
| Current estimates:                                     |             |                                        |                   |
| PC Replacement (4 Desktop 2 Laptop)                    | \$ 4,000    | \$ 4,000                               |                   |
| Server Repair                                          | \$ 2,000    | \$ 2,000                               |                   |
| Software Purchases                                     | 5,000       | 5,000                                  |                   |
| Monitor Replacement (4 @ 200)                          | 800         | 800                                    |                   |
| Shoretel Phones (10 @ 300) - EOC Reserve               | 3,000       | 3,000                                  |                   |
| Firewall Replacement                                   | 12,400      | 12,400                                 |                   |
| Total budget for account                               | \$ 27,200   | \$ 27,200                              | \$ -              |
| Amount changed from request                            |             |                                        | \$ (27,200)       |
| Increase/(decrease) from prior year modified budget    | \$ (13,300) | \$ (13,300)                            | \$ (40,500)       |

**INFORMATION TECHNOLOGY FUND**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-------------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>63-40-26 Vehicle Maintenance</b>                   |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ -              |
| Current estimates:                                    |            |                                        |                   |
| Gas                                                   | \$ 500     | \$ 500                                 |                   |
| Maintenance, Oil Change                               | \$ 50      | \$ 50                                  |                   |
| Total budget for account                              | \$ 550     | \$ 550                                 | \$ -              |
| Amount changed from request                           |            |                                        | \$ (550)          |
| Increase/(decrease) from prior year modified budget   | \$ 550     | \$ 550                                 | \$ -              |
| <b>63-40-28 Communications</b>                        |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ -              |
| Current estimates:                                    |            |                                        |                   |
| Comcast (Desk Phones, Internet)                       | 50,400     | 50,400                                 |                   |
| Analog Lines                                          | 3,600      | 3,600                                  |                   |
| Verizion - Cell Phones                                | 2,000      | 2,000                                  |                   |
| Total budget for account                              | \$ 56,000  | \$ 56,000                              | \$ -              |
| Amount changed from request                           |            |                                        | \$ (56,000)       |
| Increase/(decrease) from prior year modified budget   | \$ 56,000  | \$ 56,000                              | \$ -              |
| <b>63-40-37 Professional &amp; technical services</b> |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ 24,500         |
| Current estimates:                                    |            |                                        |                   |
| Emergency service calls                               | 3,000      | 3,000                                  |                   |
| ShoreTel annual contract                              | 3,500      | 3,500                                  |                   |
| ShoreTel Licenses                                     | 1,000      | 1,000                                  |                   |
| Office 365                                            | 17,000     | 17,000                                 |                   |
| Contracted Technical Help (52hrs / quarter)           | 6,720      | 6,720                                  |                   |
| HelpDesk System (HappyFox)                            | 1,200      | 1,200                                  |                   |
| Total budget for account                              | \$ 32,420  | \$ 32,420                              | \$ -              |
| Amount changed from request                           |            |                                        | \$ (32,420)       |
| Increase/(decrease) from prior year modified budget   | \$ 7,920   | \$ 7,920                               | \$ (24,500)       |
| <b>63-40-60 Sundry</b>                                |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ 500            |
| Current estimates:                                    | 500        | 500                                    |                   |
| Total budget for account                              | \$ 500     | \$ 500                                 | \$ -              |
| Amount changed from request                           |            |                                        | \$ (500)          |
| Increase/(decrease) from prior year modified budget   | \$ -       | \$ -                                   | \$ (500)          |
| <b>Total expenditures</b>                             |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ 70,425         |
| Total budget for expenditures                         | \$ 65,344  | \$ 65,344                              | \$ -              |
| Amount changed from request                           |            |                                        | \$ (65,344)       |
| Increase/(decrease) from prior year modified budget   | \$ (5,081) | \$ (5,081)                             | \$ (70,425)       |

# **Syracuse City Redevelopment Agency**

| Account Number                     | Account Title                  | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|--------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>MISCELLANEOUS REVENUE</b>       |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 65-36-10                           | INTEREST INCOME                | 2,617.50                          | 3,500.39                        | 3,938.35                          | 2,000.00                          | 2,000.00                         |                               |
| 65-36-20                           | TAX INCREMENT                  | 290,606.78                        | 277,388.28                      | 245,183.83                        | 300,238.00                        | 276,606.00                       |                               |
| Total MISCELLANEOUS REVENUE:       |                                | 293,224.28                        | 280,888.67                      | 249,122.18                        | 302,238.00                        | 278,606.00                       |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 65-39-40                           | TRANSFERS FROM OTHER FUNDS     | 41,553.22                         | 64,623.72                       | 77,123.17                         | 86,014.00                         | 37,255.00                        |                               |
| 65-39-50                           | USE OF FUND BALANCE            | .00                               | .00                             | .00                               | 66,327.00                         | 171,884.00                       |                               |
| Total CONTRIBUTIONS AND TRANSFERS: |                                | 41,553.22                         | 64,623.72                       | 77,123.17                         | 152,341.00                        | 209,139.00                       |                               |
| <b>REDEVELOPMENT AGENCY</b>        |                                |                                   |                                 |                                   |                                   |                                  |                               |
| 65-40-36                           | MANAGEMENT FEE                 | 16,608.00                         | 15,805.00                       | 13,910.35                         | 17,108.00                         | 15,693.00                        |                               |
| 65-40-37                           | PROFESSIONAL AND TECHNICAL SER | 2,677.50                          | 1,215.00                        | 13,721.41                         | 32,000.00                         | 22,000.00                        |                               |
| 65-40-41                           | REPAYMENT TO FINANCERS         | 367,444.00                        | 171,644.00                      | 205,470.00                        | 205,471.00                        | 200,052.00                       |                               |
| 65-40-65                           | TENANT OUTREACH                | .00                               | .00                             | 15,000.00                         | 15,000.00                         | 50,000.00                        |                               |
| 65-40-70                           | CAPITAL OUTLAY                 | .00                               | .00                             | .00                               | 185,000.00                        | 200,000.00                       |                               |
| Total REDEVELOPMENT AGENCY:        |                                | 386,729.50                        | 188,664.00                      | 248,101.76                        | 454,579.00                        | 487,745.00                       |                               |
| Net Grand Totals:                  |                                | 51,952.00-                        | 156,848.39                      | 78,143.59                         | .00                               | .00                              |                               |

**REDEVELOPMENT AGENCY**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                             | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>65-40-36 Management fee</b>                              |                   |                                                |                           |
| Prior year budget, as modified                              |                   |                                                | \$ <u>17,108</u>          |
| Current estimates:                                          |                   |                                                |                           |
| Syracuse City Management Fee<br>(5% of total tax increment) | \$ 15,693         | \$ 15,693                                      |                           |
| Total budget for account                                    | <u>\$ 15,693</u>  | <u>\$ 15,693</u>                               | <u>\$ -</u>               |
| Amount changed from request                                 |                   |                                                | \$ (15,693)               |
| Increase/(decrease) from prior year modified budget         | \$ (1,415)        | \$ (1,415)                                     | \$ (17,108)               |
| <b>65-40-37 Professional &amp; technical services</b>       |                   |                                                |                           |
| Prior year budget, as modified                              |                   |                                                | \$ <u>32,000</u>          |
| Current estimates:                                          |                   |                                                |                           |
| Year End Report                                             | \$ 2,000          | \$ 2,000                                       |                           |
| Legal or other misc.                                        | \$ 20,000         | \$ 20,000                                      |                           |
| Total budget for account                                    | <u>\$ 22,000</u>  | <u>\$ 22,000</u>                               | <u>\$ -</u>               |
| Amount changed from request                                 |                   |                                                | \$ (22,000)               |
| Increase/(decrease) from prior year modified budget         | \$ (10,000)       | \$ (10,000)                                    | \$ (32,000)               |
| <b>65-40-41 Repayment to financiers</b>                     |                   |                                                |                           |
| Prior year budget, as modified                              |                   |                                                | \$ <u>205,471</u>         |
| Current estimates:                                          |                   |                                                |                           |
| Holrob Investments Contract                                 | \$ 63,515         | \$ 63,515                                      |                           |
| City Portion - Investment Reimbursement                     | 7,930             | 7,930                                          |                           |
| Fun Center - Contract                                       | 128,607           | 128,607                                        |                           |
| Total budget for account                                    | <u>\$ 200,052</u> | <u>\$ 200,052</u>                              | <u>\$ -</u>               |
| Amount changed from request                                 |                   |                                                | \$ (200,052)              |
| Increase/(decrease) from prior year modified budget         | \$ (5,419)        | \$ (5,419)                                     | \$ (205,471)              |

**REDEVELOPMENT AGENCY**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>65-40-48 Transfer to Other Funds</b>             |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| Current estimates:                                  |                  |                                                |                           |
| Total budget for account                            | \$ -             | \$ -                                           | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ (205,471)     | \$ (205,471)                                   | \$ (205,471)              |
| <b>65-40-60 Sundry</b>                              |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| Current estimates:                                  | \$ -             | \$ -                                           | \$ -                      |
| Total budget for account                            | \$ -             | \$ -                                           | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ -                      |
| <b>65-40-65 Tenant Outreach</b>                     |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| Current estimates:                                  |                  |                                                |                           |
| Misc.                                               | \$ 50,000        | \$ 50,000                                      | \$ -                      |
| Total budget for account                            | \$ 50,000        | \$ 50,000                                      | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (50,000)               |
| Increase/(decrease) from prior year modified budget | \$ 50,000        | \$ 50,000                                      | \$ -                      |
| <b>65-40-70 Capital outlay</b>                      |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 200,000                |
| Current estimates:                                  |                  |                                                |                           |
| 1700 W RDA - Infrastructure Improvements            | \$ 100,000       | \$ 100,000                                     |                           |
| 750 W RDA - Infrastructure Improvements             | \$ 100,000       | \$ 100,000                                     |                           |

**REDEVELOPMENT AGENCY**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| Total budget for account                            | \$ 200,000        | \$ 200,000                                     | \$ -                      |
| Amount changed from request                         |                   |                                                | \$ (200,000)              |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -                                           | \$ (200,000)              |
| <br>                                                |                   |                                                |                           |
| <b>Total expenditures</b>                           |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | <u>\$ 454,579</u>         |
| Total budget for expenditures                       | <u>\$ 437,745</u> | <u>\$ 437,745</u>                              | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (437,745)              |
| Increase/(decrease) from prior year modified budget | \$ (16,834)       | \$ (16,834)                                    | \$ (454,579)              |

# **Syracuse City Economic Development Agency**

| Account Number                     | Account Title                | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|------------------------------------|------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>MISCELLANEOUS REVENUE</b>       |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 66-36-10                           | INTEREST INCOME              | 18.27                             | 27.82                           | 104.00                            | .00                               | 750.00                           |                               |
| 66-36-20                           | TAX INCREMENT                | .00                               | 29,699.86                       | 150,447.60                        | 305,370.00                        | 217,756.00                       |                               |
| Total MISCELLANEOUS REVENUE:       |                              | 18.27                             | 29,727.68                       | 150,551.60                        | 305,370.00                        | 218,506.00                       |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b> |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 66-39-40                           | TRANSFERS FROM OTHER FUNDS   | .00                               | 4,146.14                        | 20,263.40                         | 42,600.00                         | 29,329.00                        |                               |
| Total CONTRIBUTIONS AND TRANSFERS: |                              | .00                               | 4,146.14                        | 20,263.40                         | 42,600.00                         | 29,329.00                        |                               |
| <b>ECONOMIC DEVELOPMENT AREA</b>   |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 66-40-36                           | MANAGEMENT FEE               | .00                               | 1,692.30                        | 8,535.55                          | 17,396.00                         | 12,354.00                        |                               |
| 66-40-41                           | REPAYMENT TO FINANCERS       | .00                               | 10,153.80                       | 118,075.45                        | 286,452.00                        | 234,999.00                       |                               |
| 66-40-48                           | TRANSFER TO OTHER FUNDS      | .00                               | 25,900.00                       | 44,100.00                         | 44,100.00                         | .00                              |                               |
| 66-40-90                           | CONTRIBUTION TO FUND BALANCE | .00                               | .00                             | .00                               | 22.00                             | 482.00                           |                               |
| Total ECONOMIC DEVELOPMENT AREA:   |                              | .00                               | 37,746.10                       | 170,711.00                        | 347,970.00                        | 247,835.00                       |                               |
| Net Grand Totals:                  |                              | 18.27                             | 3,872.28-                       | 104.00                            | .00                               | .00                              |                               |

**SR-193 ECONOMIC DEVELOPMENT AGENCY**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | Requested  | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-------------------------------------------------------|------------|----------------------------------------|-------------------|
| <b>66-40-24 Office supplies</b>                       |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ -              |
| Current estimates:                                    |            |                                        |                   |
|                                                       | \$ -       |                                        | \$ -              |
| Total budget for account                              | \$ -       | \$ -                                   | \$ -              |
| Amount changed from request                           |            |                                        | \$ -              |
| Increase/(decrease) from prior year modified budget   | \$ -       | \$ -                                   | \$ -              |
| <b>66-40-25 Supplies &amp; maintenance</b>            |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ -              |
| Current estimates:                                    |            |                                        |                   |
|                                                       | \$ -       | \$ -                                   |                   |
| Total budget for account                              | \$ -       | \$ -                                   | \$ -              |
| Amount changed from request                           |            |                                        | \$ -              |
| Increase/(decrease) from prior year modified budget   | \$ -       | \$ -                                   | \$ -              |
| <b>66-40-36 Management fee</b>                        |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ 17,396         |
| Current estimates:                                    |            |                                        |                   |
| Syracuse City Management Fee                          | \$ 12,354  | \$ 12,354                              |                   |
| Total budget for account                              | \$ 12,354  | \$ 12,354                              | \$ -              |
| Amount changed from request                           |            |                                        | \$ (12,354)       |
| Increase/(decrease) from prior year modified budget   | \$ (5,042) | \$ (5,042)                             | \$ (17,396)       |
| <b>66-40-37 Professional &amp; technical services</b> |            |                                        |                   |
| Prior year budget, as modified                        |            |                                        | \$ -              |
| Current estimates:                                    |            |                                        |                   |
|                                                       |            | \$ -                                   |                   |
| Total budget for account                              | \$ -       | \$ -                                   | \$ -              |
| Amount changed from request                           |            |                                        | \$ -              |
| Increase/(decrease) from prior year modified budget   | \$ -       | \$ -                                   | \$ -              |

**SR-193 ECONOMIC DEVELOPMENT AGENCY**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>66-40-41 Repayment to financiers</b>             |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 286,452                |
| Current estimates:                                  |                  |                                                |                           |
| US Cold - Tenant Outreach                           | \$ 67,999        | \$ 67,999                                      |                           |
| Syracuse City (25% of remainder) ~ \$167,000        | \$ 41,750        | \$ 41,750                                      |                           |
| Weber Basin ( 15% of remainder) ~ \$167,000         | \$ 25,050        | \$ 25,050                                      |                           |
| Ninigret (60% of remainder) ~ \$167,000             | \$ 100,200       | \$ 100,200                                     |                           |
| Total budget for account                            | \$ 234,999       | \$ 234,999                                     | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (234,999)              |
| Increase/(decrease) from prior year modified budget | \$ (51,453)      | \$ (51,453)                                    | \$ (286,452)              |
| <b>66-40-48 Transfer to Other Funds</b>             |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 44,100                 |
| Current estimates:                                  |                  |                                                |                           |
| Total budget for account                            | \$ -             | \$ -                                           | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ (286,452)     | \$ (286,452)                                   | \$ (286,452)              |
| <b>66-40-60 Sundry</b>                              |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| Current estimates:                                  |                  |                                                |                           |
| Total budget for account                            | \$ -             | \$ -                                           | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ -                      |
| <b>Total expenditures</b>                           |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ 303,848                |
| Total budget for expenditures                       | \$ 247,354       | \$ 247,354                                     | \$ -                      |
| Amount changed from request                         |                  |                                                | \$ (247,354)              |
| Increase/(decrease) from prior year modified budget | \$ (56,494)      | \$ (56,494)                                    | \$ (303,848)              |

# **Municipal Building Authority of Syracuse City**

| Account Number                      | Account Title                | 2013-14<br>Prior year 2<br>Actual | 2014-15<br>Prior year<br>Actual | 2015-16<br>Current year<br>Actual | 2015-16<br>Current year<br>Budget | 2016-17<br>Recommended<br>Budget | Council<br>Approved<br>Budget |
|-------------------------------------|------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|-------------------------------|
| <b>MISCELLANEOUS REVENUE</b>        |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 67-36-10                            | INTEREST INCOME              | 408.71                            | 369.00                          | 883.49                            | 400.00                            | 500.00                           |                               |
| Total MISCELLANEOUS REVENUE:        |                              | 408.71                            | 369.00                          | 883.49                            | 400.00                            | 500.00                           |                               |
| <b>OPERATING REVENUE</b>            |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 67-37-60                            | CITY LEASE PAYMENTS          | 1,157,388.76                      | 1,097,000.00                    | 1,097,410.00                      | 1,097,410.00                      | 860,000.00                       |                               |
| Total OPERATING REVENUE:            |                              | 1,157,388.76                      | 1,097,000.00                    | 1,097,410.00                      | 1,097,410.00                      | 860,000.00                       |                               |
| <b>CONTRIBUTIONS AND TRANSFERS</b>  |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 67-39-10                            | BOND PROCEEDS                | .00                               | 6,481,000.00                    | .00                               | .00                               | .00                              |                               |
| 67-39-40                            | TRANSFER FROM OTHER FUNDS    | .00                               | 36,062.47                       | 35,000.00                         | 35,000.00                         | 209,100.00                       |                               |
| 67-39-50                            | USE OF FUND BALANCE          | .00                               | .00                             | .00                               | 8,100.00                          | .00                              |                               |
| Total CONTRIBUTIONS AND TRANSFERS:  |                              | .00                               | 6,517,062.47                    | 35,000.00                         | 43,100.00                         | 209,100.00                       |                               |
| <b>MUNICIPAL BUILDING AUTHORITY</b> |                              |                                   |                                 |                                   |                                   |                                  |                               |
| 67-40-40                            | BOND PRINCIPAL PAYMENTS      | 683,000.00                        | 6,800,000.00                    | 794,000.00                        | 794,000.00                        | 852,000.00                       |                               |
| 67-40-52                            | BOND INTEREST PAYMENTS       | 466,378.76                        | 374,802.47                      | 335,986.40                        | 336,300.00                        | 211,200.00                       |                               |
| 67-40-54                            | BOND FEES                    | 8,010.00                          | 439,260.00                      | 8,610.00                          | 10,610.00                         | 6,010.00                         |                               |
| 67-40-90                            | CONTRIBUTION TO FUND BALANCE | .00                               | .00                             | .00                               | .00                               | 390.00                           |                               |
| Total MUNICIPAL BUILDING AUTHORITY: |                              | 1,157,388.76                      | 7,614,062.47                    | 1,138,596.40                      | 1,140,910.00                      | 1,069,600.00                     |                               |
| Net Grand Totals:                   |                              | 408.71                            | 369.00                          | 5,302.91-                         | .00                               | .00                              |                               |

**MUNICIPAL BUILDING AUTHORITY**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>67-40-24 Office supplies</b>                     |                  |                                                |                           |
| Prior year budget, as modified                      |                  |                                                | \$ -                      |
| OPTIMAL SERVICE                                     |                  |                                                |                           |
| MISSION & VISION CRITICAL                           |                  |                                                |                           |
| SHORT-TERM SURVIVAL                                 |                  |                                                |                           |
| Current estimates:                                  |                  |                                                |                           |
|                                                     | \$ -             | \$ -                                           | \$ -                      |
| Total budget for account                            | <u>\$ -</u>      | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                         |                  |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -             | \$ -                                           | \$ -                      |

|                                                     |                   |                   |              |
|-----------------------------------------------------|-------------------|-------------------|--------------|
| <b>67-40-40 Bond principal payments</b>             |                   |                   |              |
| Prior year budget, as modified                      |                   |                   | \$ 794,000   |
| Current estimates:                                  |                   |                   |              |
| 2016 Lease Revenue Bonds                            | \$ 852,000        | \$ 852,000        |              |
| Total budget for account                            | <u>\$ 852,000</u> | <u>\$ 852,000</u> | <u>\$ -</u>  |
| Amount changed from request                         |                   |                   | \$ (852,000) |
| Increase/(decrease) from prior year modified budget | \$ 58,000         | \$ 58,000         | \$ (794,000) |

|                                                     |                   |                   |              |
|-----------------------------------------------------|-------------------|-------------------|--------------|
| <b>67-40-52 Bond interest payments</b>              |                   |                   |              |
| Prior year budget, as modified                      |                   |                   | \$ 336,300   |
| Current estimates:                                  |                   |                   |              |
| 2016 Lease Revenue Bonds                            | \$ 211,200        | \$ 211,200        |              |
| Total budget for account                            | <u>\$ 211,200</u> | <u>\$ 211,200</u> | <u>\$ -</u>  |
| Amount changed from request                         |                   |                   | \$ (211,200) |
| Increase/(decrease) from prior year modified budget | \$ (125,100)      | \$ (125,100)      | \$ (336,300) |

**MUNICIPAL BUILDING AUTHORITY**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u>  |
|-----------------------------------------------------|---------------------|------------------------------------------------|----------------------------|
| <b>67-40-54 Bond fees</b>                           |                     |                                                |                            |
| Prior year budget, as modified                      |                     |                                                | \$ <u><u>10,610</u></u>    |
| Current estimates:                                  |                     |                                                |                            |
| Continuing Disclosure Fee                           | \$ 2,500            | \$ 2,500                                       |                            |
| 2016 Annual Trustee Fee                             | 2,500               | 2,500                                          |                            |
| 2016 Agent Fee                                      | 1,000               | 1,000                                          |                            |
| MBA Corp Renewal                                    | 10                  | 10                                             |                            |
| Total budget for account                            | <u>\$ 6,010</u>     | <u>\$ 6,010</u>                                | <u>\$ -</u>                |
| Amount changed from request                         |                     |                                                | \$ (6,010)                 |
| Increase/(decrease) from prior year modified budget | \$ (4,600)          | \$ (4,600)                                     | \$ (10,610)                |
| <b>Total expenditures</b>                           |                     |                                                |                            |
| Prior year budget, as modified                      |                     |                                                | \$ <u><u>1,140,910</u></u> |
| Total budget for expenditures                       | <u>\$ 1,069,210</u> | <u>\$ 1,069,210</u>                            | <u>\$ -</u>                |
| Amount changed from request                         |                     |                                                | \$ (1,069,210)             |
| Increase/(decrease) from prior year modified budget | \$ (71,700)         | \$ (71,700)                                    | \$ (1,140,910)             |

# Impact Fees

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Parks, Trails, & Recreation

Public Safety

Transportation

Culinary Water

Secondary Water

Storm Water

**IMPACT FEES**  
Revenues & Cost Allocation Detail

| Account Description                 | Parks, Trails,<br>& Recreation | Public<br>Safety    | Transportation    | Secondary<br>Water  | Storm<br>Water     | Culinary<br>Water |
|-------------------------------------|--------------------------------|---------------------|-------------------|---------------------|--------------------|-------------------|
| <b>Estimated beginning balance:</b> | <u>\$ 1,805,000</u>            | <u>\$ 199,439</u>   | <u>\$ 147,473</u> | <u>\$ 129,000</u>   | <u>\$ 136,000</u>  | <u>\$ 437,956</u> |
| Revenue:                            |                                |                     |                   |                     |                    |                   |
| Impact fees                         | \$ 568,250                     | \$ 48,000           | \$ 185,750        | \$ 284,000          | \$ 290,250         | \$ 241,500        |
| Interest                            | 12,450                         | 1,100               | 1,800             | 2,300               | 1,000              | 1,500             |
| Federal Grants / State Grants       |                                |                     |                   |                     |                    |                   |
| Transfers from other funds          |                                | -                   | -                 | -                   | -                  | -                 |
| Reimbursements / Contributions      |                                |                     |                   |                     |                    |                   |
| Sub-total revenue                   | <u>\$ 580,700</u>              | <u>\$ 49,100</u>    | <u>\$ 187,550</u> | <u>\$ 286,300</u>   | <u>\$ 291,250</u>  | <u>\$ 243,000</u> |
| Expenditures:                       |                                |                     |                   |                     |                    |                   |
| Interest                            | \$ -                           | \$ -                | \$ -              | \$ -                | \$ -               | \$ -              |
| Bond payment - principal            | -                              | -                   | -                 | -                   | -                  | -                 |
| Bond payment - interest             | -                              | -                   | -                 | -                   | -                  | -                 |
| Professional and technical          | -                              | -                   | -                 | -                   | -                  | -                 |
| Impact Fee Study Plan               | -                              | -                   | -                 | -                   | 50,000             | -                 |
| Transfer to other funds - Debt      | -                              | 209,100             | -                 | -                   | -                  | -                 |
| Capital projects/ Park Develop      | 2,305,000                      |                     | -                 | 425,000             | 300,000            | -                 |
| Sub-total expenditures              | <u>\$ 2,305,000</u>            | <u>\$ 209,100</u>   | <u>\$ -</u>       | <u>\$ 425,000</u>   | <u>\$ 350,000</u>  | <u>\$ -</u>       |
| Total activity                      | <u>\$ (1,724,300)</u>          | <u>\$ (160,000)</u> | <u>\$ 187,550</u> | <u>\$ (138,700)</u> | <u>\$ (58,750)</u> | <u>\$ 243,000</u> |
| <b>Estimated ending balance:</b>    | <u>\$ 80,700</u>               | <u>\$ 39,439</u>    | <u>\$ 335,023</u> | <u>\$ (9,700)</u>   | <u>\$ 77,250</u>   | <u>\$ 680,956</u> |

**IMPACT FEES**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                       | <u>Requested</u>            | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u>   |
|-------------------------------------------------------|-----------------------------|------------------------------------------------|-----------------------------|
| <b>Park Development Impact Fee:</b>                   |                             |                                                |                             |
| <b>12-40-70 Park Development</b>                      |                             |                                                |                             |
| Prior year budget, as modified                        |                             |                                                | \$ <u>936,200</u>           |
| Current estimates:                                    |                             |                                                |                             |
| <b>Trail Head at Bluff &amp; 3000 West</b>            | 70,000                      | 70,000                                         |                             |
| <i>- landscaping, workout station, stub utilities</i> |                             |                                                |                             |
| <b>Tuscany Park</b>                                   | 125,000                     | 125,000                                        |                             |
| <i>'- landscaping, parking, pavilion</i>              |                             |                                                |                             |
| <b>Centennial Park Pavilion</b>                       | 100,000                     | 100,000                                        |                             |
| <b>Bluff Ridge Pavilion</b>                           | 50,000                      | 50,000                                         |                             |
| <b>Parkland Acquisition</b>                           | 1,960,000                   | 1,960,000                                      |                             |
|                                                       | <u>                    </u> | <u>                    </u>                    |                             |
| Total budget for account                              | \$ <u>2,305,000</u>         | \$ <u>2,305,000</u>                            | \$ -                        |
| Amount changed from request                           |                             |                                                | \$ (2,305,000)              |
| Increase/(decrease) from prior year modified budget   | \$ 1,368,800                | \$ 1,368,800                                   | \$ (936,200)                |
| <b>Public Safety Impact Fee:</b>                      |                             |                                                |                             |
| <b>13-40-48 Transfer to Other Funds</b>               |                             |                                                |                             |
| Prior year budget, as modified                        |                             |                                                | \$ <u>35,000</u>            |
| Current estimates:                                    |                             |                                                |                             |
| Transfer to MBA Fund for Debt Payment                 | \$ 49,100                   | \$ 209,100                                     |                             |
|                                                       | <u>                    </u> | <u>                    </u>                    |                             |
| Total budget for account                              | \$ <u>49,100</u>            | \$ <u>209,100</u>                              | \$ -                        |
| Amount changed from request                           |                             |                                                | \$ (49,100)                 |
| Increase/(decrease) from prior year modified budget   | \$ 14,100                   | \$ 174,100                                     | \$ (35,000)                 |
| <b>Transportation Impact Fee:</b>                     |                             |                                                |                             |
| <b>21-40-37 Professional &amp; Technical</b>          |                             |                                                |                             |
| Prior year budget, as modified                        |                             |                                                | <u>                    </u> |
| Current estimates:                                    |                             |                                                |                             |
| Impact Fee Study Plan                                 |                             |                                                |                             |
|                                                       | <u>                    </u> | <u>                    </u>                    |                             |
| Total budget for account                              | \$ -                        | \$ -                                           | \$ -                        |
| Amount changed from request                           |                             |                                                | \$ -                        |
| Increase/(decrease) from prior year modified budget   | \$ -                        | \$ -                                           | \$ -                        |

**IMPACT FEES**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | Requested | City Manager/Council<br>Recommendation | Adopted<br>Budget |
|-----------------------------------------------------|-----------|----------------------------------------|-------------------|
| <b>21-40-70 Capital Projects</b>                    |           |                                        |                   |
| Prior year budget, as modified                      |           |                                        | \$ -              |
| Current estimates:                                  |           |                                        |                   |
|                                                     |           |                                        | \$ -              |
| Total budget for account                            | \$ -      | \$ -                                   | \$ -              |
| Amount changed from request                         |           |                                        | \$ -              |
| Increase/(decrease) from prior year modified budget | \$ -      | \$ -                                   | \$ -              |

**Secondary Water Impact Fee:**

|                                                     |      |      |      |
|-----------------------------------------------------|------|------|------|
| <b>31-40-37 Professional &amp; Technical</b>        |      |      |      |
| Prior year budget, as modified                      |      |      | \$ - |
| Current estimates:                                  |      |      |      |
| Impact Fee Study Plan                               |      |      |      |
| Total budget for account                            | \$ - | \$ - | \$ - |
| Amount changed from request                         |      |      | \$ - |
| Increase/(decrease) from prior year modified budget | \$ - | \$ - | \$ - |

**31-40-70 Capital Projects**

|                                                     |            |      |              |
|-----------------------------------------------------|------------|------|--------------|
| Prior year budget, as modified                      |            |      | \$ -         |
| Current estimates:                                  |            |      |              |
| 2000 West Culinary (1700 South to SR-193)           | \$ 425,000 |      |              |
| Total budget for account                            | \$ 425,000 | \$ - | \$ -         |
| Amount changed from request                         |            |      | \$ (425,000) |
| Increase/(decrease) from prior year modified budget | \$ 425,000 | \$ - | \$ -         |

**IMPACT FEES**  
**Fiscal Year Ending June 30, 2017**  
**Line Item Detail**

|                                                     | <u>Requested</u>  | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-----------------------------------------------------|-------------------|------------------------------------------------|---------------------------|
| <b>Storm Water Impact Fee:</b>                      |                   |                                                |                           |
| <b>41-40-37 Professional &amp; Technical</b>        |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| Current estimates:                                  |                   |                                                |                           |
| Impact Fee Study Plan                               | \$ 50,000         |                                                |                           |
| Total budget for account                            | <u>\$ 50,000</u>  | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (50,000)               |
| Increase/(decrease) from prior year modified budget | \$ 50,000         | \$ -                                           | \$ -                      |
| <b>41-40-70 Capital Projects</b>                    |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| Current estimates:                                  |                   |                                                |                           |
| 2700 South Storm Drain Outfall                      | \$ 300,000        |                                                | \$ -                      |
| Total budget for account                            | <u>\$ 300,000</u> | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ (300,000)              |
| Increase/(decrease) from prior year modified budget | \$ 300,000        | \$ -                                           | \$ -                      |
| <b>Culinary Water Impact Fee:</b>                   |                   |                                                |                           |
| <b>51-40-37 Professional &amp; Technical</b>        |                   |                                                |                           |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| Current estimates:                                  |                   |                                                |                           |
| Impact Fee Study Plan                               |                   |                                                |                           |
| Total budget for account                            | <u>\$ -</u>       | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -                                           | \$ -                      |
| Prior year budget, as modified                      |                   |                                                | \$ -                      |
| Current estimates:                                  |                   |                                                |                           |
| 700 South Impr. - Ivory Development                 |                   |                                                |                           |
| Total budget for account                            | <u>\$ -</u>       | <u>\$ -</u>                                    | <u>\$ -</u>               |
| Amount changed from request                         |                   |                                                | \$ -                      |
| Increase/(decrease) from prior year modified budget | \$ -              | \$ -                                           | \$ -                      |

# **Fiscal Year 2016-2017 Capital Projects Proposal**

**CAPITAL IMPROVEMENT PROPOSED BUDGET SUMMARY FOR FISCAL YEAR 2017**

| Project                                          | Class C Capital<br>204070 | Culinary<br>501670    | Secondary<br>301670 | Storm Drain<br>401670 | Sewer Capital<br>531670 | Road Impact Fee<br>21-40-70 | Culinary Impact<br>Fee 51-40-70 | Secondary<br>Impact Fee 31-<br>40-70 | Storm Drain<br>Impact Fee 41-<br>40-70 | Parks, Trails, & Rec<br>Impact Fee 12-40-<br>70 | Project Total         |
|--------------------------------------------------|---------------------------|-----------------------|---------------------|-----------------------|-------------------------|-----------------------------|---------------------------------|--------------------------------------|----------------------------------------|-------------------------------------------------|-----------------------|
| <b>2016-2017 Surface Treatments</b>              | \$942,919.00              |                       |                     |                       |                         |                             |                                 |                                      |                                        |                                                 | <b>\$942,919.00</b>   |
| <b>2000 West Culinary (1700 South to SR-193)</b> |                           | \$1,175,000.00        | \$400,000.00        |                       |                         |                             |                                 | \$425,000.00                         |                                        |                                                 | <b>\$2,000,000.00</b> |
| <b>1500 West Land Drain To Jensen Pond</b>       |                           |                       |                     | \$115,000.00          |                         |                             |                                 |                                      |                                        |                                                 | <b>\$115,000.00</b>   |
| <b>Silver Lakes Land Drain</b>                   |                           |                       |                     | \$100,000.00          |                         |                             |                                 |                                      |                                        |                                                 | <b>\$100,000.00</b>   |
| <b>2700 South Storm Drain Outfall</b>            |                           |                       |                     |                       |                         |                             |                                 | \$300,000.00                         |                                        |                                                 | <b>\$300,000.00</b>   |
| <b>City Shop Drying Bed</b>                      |                           |                       |                     | \$50,000.00           |                         |                             |                                 |                                      |                                        |                                                 | <b>\$50,000.00</b>    |
| <b>Trail Head at Bluff &amp; 3000 West</b>       |                           |                       |                     |                       |                         |                             |                                 |                                      |                                        | \$70,000.00                                     | <b>\$70,000.00</b>    |
| <b>Tuscany Park Improvements</b>                 |                           |                       |                     |                       |                         |                             |                                 |                                      |                                        | \$125,000.00                                    | <b>\$125,000.00</b>   |
| <b>Centennial Park Pavilion</b>                  |                           |                       |                     |                       |                         |                             |                                 |                                      |                                        | \$100,000.00                                    | <b>\$100,000.00</b>   |
| <b>Bluff Ridge Pavilion</b>                      |                           |                       |                     |                       |                         |                             |                                 |                                      |                                        | \$50,000.00                                     | <b>\$50,000.00</b>    |
| <b>Parkland Acquisition</b>                      |                           |                       |                     |                       |                         |                             |                                 |                                      |                                        | \$1,960,000.00                                  | <b>\$1,960,000.00</b> |
|                                                  |                           |                       |                     |                       |                         |                             |                                 |                                      |                                        |                                                 |                       |
| <b>FY2016</b>                                    | <b>\$942,919.00</b>       | <b>\$1,175,000.00</b> | <b>\$400,000.00</b> | <b>\$265,000.00</b>   | <b>\$0.00</b>           | <b>\$0.00</b>               | <b>\$0.00</b>                   | <b>\$425,000.00</b>                  | <b>\$300,000.00</b>                    | <b>\$2,305,000.00</b>                           | <b>\$5,812,919.00</b> |

# **5 Year Capital Projects Tentative Plan**

**Future Capital Projects List - Tentative 1-5 Year Replacement Plan**

| Project                                                   | Class C Capital<br>204070 | Culinary 501671       | Secondary<br>301671   | Storm Drain<br>401671 | Land Drain          | Sewer Capital<br>531670 | Road Impact<br>Fee 214070 | Culinary Impact<br>Fee 511670 | Secondary<br>Impact Fee<br>311670 | Storm Drain<br>Impact Fee<br>411670 | Project Total          |
|-----------------------------------------------------------|---------------------------|-----------------------|-----------------------|-----------------------|---------------------|-------------------------|---------------------------|-------------------------------|-----------------------------------|-------------------------------------|------------------------|
| Surface Treatments Throughout City (500k/year)**          | \$2,500,000.00            | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$2,500,000.00         |
| 1000 West 2075 S to 2700 S Cul/Sec/LandDrain/Road         | \$400,000.00              | \$500,000.00          | \$100,000.00          | -                     | \$400,000.00        | -                       | -                         | -                             | \$250,000.00                      | -                                   | \$1,650,000.00         |
| Add Secondary Pump To Jensen Pump House                   | -                         | -                     | -                     | -                     | -                   | -                       | -                         | -                             | \$175,000.00                      | -                                   | \$175,000.00           |
| 2175 Culinary Waterline (2000 West to Bluff)              | \$140,000.00              | \$480,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$620,000.00           |
| 16" Culinary Main To Tank                                 | -                         | \$200,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$200,000.00           |
| 1250 West Street (1700 South To 1350 South)               | \$250,000.00              | \$460,000.00          | -                     | \$300,000.00          | -                   | -                       | -                         | -                             | -                                 | -                                   | \$1,010,000.00         |
| 1525 West 12" Culinary Transmission Line                  | -                         | \$410,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$410,000.00           |
| Ranchetts Culinary                                        | \$425,000.00              | \$1,062,500.00        | -                     | \$200,000.00          | -                   | -                       | -                         | -                             | -                                 | -                                   | \$1,687,500.00         |
| Melanie Lane Culinary                                     | \$145,000.00              | \$334,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$479,000.00           |
| 2700 South Road Project (2000 W to 2567 West)             | \$120,000.00              | -                     | -                     | \$330,000.00          | -                   | -                       | \$550,000.00              | -                             | -                                 | -                                   | \$1,000,000.00         |
| Silver Lakes Land Drain Upsize                            | -                         | -                     | -                     | \$100,000.00          | -                   | -                       | -                         | -                             | -                                 | -                                   | \$100,000.00           |
| Kristalyn Gardens Culinary                                | \$110,000.00              | \$300,000.00          | \$275,000.00          | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$685,000.00           |
| Bluff Road Culinary (3000 West to 1540 South)             | -                         | -                     | -                     | -                     | -                   | -                       | -                         | \$230,000.00                  | -                                 | -                                   | \$230,000.00           |
| Bluff Road 18" Secondary 2000 West To Bluff Pump House)   | -                         | -                     | \$525,000.00          | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$525,000.00           |
| Wasatch Villas Temporary Cul-de-Sac Removal               | \$70,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$70,000.00            |
| 1100 South (2000 West to 2100 West) & 2100 West           | \$250,000.00              | \$600,000.00          | \$420,000.00          | \$60,000.00           | -                   | -                       | -                         | -                             | -                                 | -                                   | \$1,330,000.00         |
| Stoker Lane Culinary                                      | \$110,000.00              | \$275,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$385,000.00           |
| 2000 West Culinary & Secondary (1700 South to 2175 South) | -                         | \$400,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | \$275,000.00                      | -                                   | \$675,000.00           |
| 2000 West Secondary (2175 South to 2700 South)            | -                         | -                     | -                     | -                     | -                   | -                       | -                         | -                             | \$275,000.00                      | -                                   | \$275,000.00           |
| 2250 South (2000 West to 1850 West)                       | \$100,000.00              | \$135,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$235,000.00           |
| Allison Way Road Project (N Speed Hump to 1700 South)     | \$214,500.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$214,500.00           |
| 1100 West Culinary                                        | \$150,000.00              | \$405,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$555,000.00           |
| Bluff Road Culinary (1000 West to Gentile)                | -                         | \$260,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$260,000.00           |
| 2525 South (Bluff Ridge Drive to 500 West)                | \$120,000.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$120,000.00           |
| 1350 South (2000 West to 1925 West)                       | \$60,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$60,000.00            |
| 1825 South (2210 West to 2265 West)                       | \$90,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$90,000.00            |
| Bluff Road (Antelope to 2700 South)                       | \$240,000.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$240,000.00           |
| 1500 South (2500 West to 2450 West) & 2450 W              | \$130,000.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$130,000.00           |
| 2075 South (2830 West to End)                             | \$90,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$90,000.00            |
| 2300 South (1000 West to 500 West)                        | \$325,500.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$325,500.00           |
| 2800 South (1000 West to 800 West)                        | \$164,430.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$164,430.00           |
| Dallas Street (1925 West to Banbury)                      | \$105,000.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$105,000.00           |
| 2830 West (1975 South to 2075 South)                      | \$63,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$63,000.00            |
| Canterbury Roads                                          | \$1,208,000.00            | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$1,208,000.00         |
| 2500 South (1000 West to 1475 West)                       | \$367,500.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$367,500.00           |
| 930 West & 865 West (3300 South to End)                   | \$84,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$84,000.00            |
| 2920 South (1000 West to 1200 West)                       | \$176,400.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$176,400.00           |
| 865 West (3300 South to End)                              | \$52,500.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$52,500.00            |
| 1800 West Overlay (2700 South to 2525 South)              | \$50,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$50,000.00            |
| Doral Drive Overlay (2700 South to 2200 South)            | \$100,000.00              | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$100,000.00           |
| Gleneagles Overlay                                        | \$75,000.00               | -                     | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$75,000.00            |
| Dallas/1290 South 12" Culinary                            | \$150,000.00              | \$408,000.00          | -                     | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$558,000.00           |
| Rebuild Bluff Pump House                                  | -                         | -                     | \$500,000.00          | -                     | -                   | -                       | -                         | -                             | -                                 | -                                   | \$500,000.00           |
| Construct 1MG Culinary Tank                               | -                         | -                     | -                     | -                     | -                   | -                       | -                         | \$1,500,000.00                | -                                 | -                                   | \$1,500,000.00         |
| <b>Estimated 1 to 5 Year Capital Projects Total</b>       | <b>\$8,635,830.00</b>     | <b>\$6,229,500.00</b> | <b>\$1,820,000.00</b> | <b>\$990,000.00</b>   | <b>\$400,000.00</b> | <b>\$0.00</b>           | <b>\$550,000.00</b>       | <b>\$1,730,000.00</b>         | <b>\$975,000.00</b>               | <b>\$0.00</b>                       | <b>\$21,330,330.00</b> |

# 5 Year Vehicle and Building Plan

## Vehicle and Building Expenses - 5 Year Plan

| <u>Category</u> | <u>Department</u>    | <u>Description</u>               | <u>Cost Estimate</u> | <u>FY2017</u> | <u>FY2018</u>   | <u>FY2019</u>  | <u>FY2020</u> | <u>FY2021</u> |
|-----------------|----------------------|----------------------------------|----------------------|---------------|-----------------|----------------|---------------|---------------|
| Vehicle         | Parks & Recreation   | 2008 Chevy Silverado             | \$ 25,000.00         |               |                 |                | \$ 25,000.00  |               |
| Vehicle         | Parks & Recreation   | 2008 Chevy Silverado             | \$ 25,000.00         |               |                 |                | \$ 25,000.00  |               |
| Vehicle         | Parks & Recreation   | 2008 Chevy Silverado             | \$ 25,000.00         |               |                 |                | \$ 25,000.00  |               |
| Vehicle         | Parks & Recreation   | 2008 Chevy C-1500                | \$ 30,000.00         |               |                 |                | \$ 30,000.00  |               |
| Vehicle         | Parks & Recreation   | 2008 Chevy C-1500                | \$ 35,000.00         |               |                 |                |               |               |
| Building        | Parks & Recreation   | Storage Facility - 3 Bay         | \$ 100,000.00        | \$ 100,000.00 |                 |                |               |               |
| Vehicle         | Public Works         | 2005 Dodge Hemi                  | \$ 40,000.00         |               |                 |                |               |               |
| Vehicle         | Public Works         | 2006 Dodge Utility Pickup        | \$ 40,000.00         |               | \$ 40,000.00    |                |               |               |
| Vehicle         | Public Works         | 2006 Dodge Utility Pickup        | \$ 40,000.00         |               | \$ 40,000.00    |                |               |               |
| Vehicle         | Public Works         | 1994 Ten Wheeler                 | \$ 200,000.00        |               |                 |                | \$ 200,000.00 |               |
| Vehicle         | Public Works         | 2000 Stirling Sweeper            | \$ 175,000.00        |               | \$ 175,000.00   |                |               |               |
| Vehicle         | Public Works         | 2008 F-550 Dump                  | \$ 60,000.00         |               |                 |                |               | \$ 60,000.00  |
| Vehicle         | Public Works         | Ford F-150 Truck                 | \$ 25,000.00         |               |                 |                |               |               |
| Vehicle         | Fire                 | Type 3 Urban Interface Engine    | \$ 650,000.00        |               | \$ 650,000.00   |                |               |               |
| Vehicle         | Fire                 | Type 6 Brush Truck               | \$ 150,000.00        | \$ 150,000.00 |                 |                |               |               |
| Vehicle         | Fire                 | Ford F450 Ambulance (A-31)       | \$ 125,000.00        |               | \$ 125,000.00   |                |               |               |
| Vehicle         | Fire                 | Pierce Ladder Truck              | \$ 800,000.00        |               |                 |                |               |               |
| Vehicle         | Fire                 | Ford F-150 Truck                 | \$ 40,000.00         |               |                 |                |               |               |
| Vehicle         | Fire                 | Chevy Silverado                  | \$ 40,000.00         |               |                 |                |               |               |
| Equipment       | Fire                 | Breathing Apparatus Equipment    | \$ 269,551.00        | \$ 26,955.00  |                 |                |               |               |
| Equipment       | Fire                 | Liefpak 15 Monitor Defibrillator | \$ 28,500.00         | \$ 20,500.00  | \$ 28,500.00    |                |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 42,000.00         | \$ 42,000.00  |                 |                |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 42,000.00         |               | \$ 42,000.00    |                |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 42,000.00         |               | \$ 42,000.00    |                |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | Police               | Ford Interceptor                 | \$ 37,000.00         |               |                 | \$ 37,000.00   |               |               |
| Vehicle         | DCED                 | 2007 Dodge Dakota Truck          | \$ 25,000.00         |               |                 |                | \$ 25,000.00  |               |
| Vehicle         | DCED                 | 2007 Dodge Dakota Truck          | \$ 25,000.00         |               |                 |                | \$ 25,000.00  |               |
| Vehicle         | Building Maintenance | Truck                            | \$ 40,000.00         |               | \$ 40,000.00    |                |               |               |
| Vehicle         | Building Maintenance | 2007 Dodge Dakota Truck          | \$ 25,000.00         |               |                 |                | \$ 25,000.00  |               |
|                 |                      | <b>Total</b>                     |                      | \$ 339,455.00 | \$ 1,182,500.00 | \$ 407,000.00  | \$ 380,000.00 | \$ 60,000.00  |
|                 |                      | <b>Budget</b>                    |                      | \$ 340,000.00 | \$ 340,000.00   | \$ 340,000.00  | \$ 445,000.00 | \$ 445,000.00 |
|                 |                      | <b>Difference</b>                |                      | \$ 545.00     | \$ (842,500.00) | \$ (67,000.00) | \$ 65,000.00  | \$ 385,000.00 |

# **Syracuse City Fund Balance Policy**

# **SYRACUSE CITY FUND BALANCE POLICY**

## **PURPOSE OF FUND BALANCE**

The purpose of this policy is to establish a target level of fund balance for the general fund and to establish a process and criteria for the continued evaluation of that target level as conditions warrant. This policy shall also establish a process for reaching and or maintaining the targeted level of fund balance and the priority for the use of resources in excess of the target.

It is essential that Syracuse City (City) maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and other circumstances. The fund balance also provides cash flow liquidity for the City's general operations. This policy shall provide a mechanism for monitoring and reporting the City's general fund balance. This policy applies only to the general fund.

## **DEFINITIONS AND CLASSIFICATIONS**

***Fund Balance*** is a term used to describe the net assets of governmental funds. It is calculated as the difference between the assets and liabilities reported in a governmental fund.

The Governmental Accounting Standards Board (GASB), who establishes financial reporting rules for governments, separates fund balance into five classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The five classifications of fund balance are defined below.

1. ***Non-spendable*** – resources which cannot be spent because they are either
  - a) not in spendable form (i.e. inventories); or
  - b) legally or contractually required to be maintained intact.
2. ***Restricted*** – resources with constraints placed on the use of resources which are either
  - a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
  - b) imposed by law through constitutional provisions or enabling legislation.
3. ***Committed*** - resources which are subject to limitations the government imposes upon itself at its highest level of decision making (City Council) and that remain bound unless removed in the same manner by the City Council (i.e. park maintenance and street light utility).
4. ***Assigned*** – resources neither restricted nor committed for which a government has a stated intended use as established by the City Council to which the City Council has delegated the authority to assign amounts for specific purposes to the City Manager.

These purposes include capital improvements, capital purchase, debt reduction, or other one-time expenditures as approved by the City Council.

5. *Unassigned* – resources which cannot be properly classified in one of the other four categories. This is the amount of fund balance that is available to address emergencies and provide fiscal stability. This is the classification governed by this Fund Balance policy.

## **BACKGROUND AND CONSIDERATIONS**

Fund balance is intended to serve as a measure of financial resources in a governmental fund. The City's management, credit rating agencies, banks, and others monitor the levels of fund balance in the general fund as an important indicator of the City's economic condition.

Credit rating agencies monitor levels of fund balance and unrestricted fund balance in the City's general fund to evaluate a government's continued creditworthiness. Likewise, laws and regulations often govern appropriate levels of fund balance and unrestricted fund balance for state and local governments.

Those interested primarily in a government's creditworthiness or economic condition (e.g., rating agencies) are likely to favor increased levels of fund balance. Opposing pressures often come from unions, taxpayers and citizens' groups, which may view high levels of fund balance as "excessive." Therefore, it is imperative that the governing body adopt a fund balance policy that meets the expectations of credit rating agencies, but also is sensitive to our citizens and taxpayers.

In establishing an appropriate level of fund balance the City has considered the following factors:

- Property Tax Base
- Sales Tax Revenues
- Debt Profile
- Liquidity
- Budget Management
- Future Uses
- Citizen input

The GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months (16.7%) of regular general fund operating revenues or regular general fund operating expenditures. Utah Code 10-6-116 requires that the fund balance be between 5% and 25%.

The City has determined that the two month minimum recommendation is appropriate and meets the objectives of this fund balance policy.

## **FUND BALANCE POLICY**

It is the policy of the City to maintain a minimum unassigned fund balance in the general fund of **16.7%** of the general fund revenues. For the purposes of this policy, the general fund revenues will be considered the future revenues of the next fiscal year. For example, the unassigned fund balance at June 30, 2014 should be 16.7% of the fiscal year 2015 general fund budgeted revenues.

In the event that the unassigned fund balance drops below the 16.7% targeted level, the City will develop a plan, implemented through the annual budgetary process, to bring the balance back to the target level. In no instance shall the unassigned fund balance in the general fund ever fall below 5% of general fund revenues as required by state law. Except in the case of an emergency the City Council will be required to take action on any item that temporarily reduces fund balance below the 16.7% minimum target level. An emergency includes those items that are not foreseeable such as a sudden economic downturn, natural disaster, etc.

Amounts in excess of the targeted maximum of 16.7% of general fund revenues may be spent upon approval by the City Council. Approved uses of fund balance would include capital improvements (i.e. streets, parks, etc), capital purchases (i.e. vehicles, equipment, etc), debt reduction, or other one-time expenditures as identified by the City Council. Once approved, the City Finance Director will reclassify those funds to the assigned fund balance category and remove those funds from the unassigned fund balance category.

## **POLICY ADMINISTRATION**

Annually during the Comprehensive Annual Financial Report (CAFR) presentation, the Finance Director shall report the City's fund balance and the classification of the various components in accordance with GAAP and this policy.

Should the City fall below the minimum target level, the Finance Director shall prepare a plan and recommendation to restore the unassigned fund balance to the target level prior to the ensuing fiscal year's budget adoption.

Should the City exceed the 16.7% target level, the City Manager shall prepare a recommendation to the council on how to utilize excess funds for capital improvements or other one-time expenditures.

# Syracuse City 5-Year Compensation Plan



## SYRACUSE CITY

### FY ~~2016-2017~~ – FY ~~2020-2020~~ CITY COMPENSATION PLAN

#### PURPOSE

The purpose of this plan is to set forth the City's plan for employee compensation in order to accomplish the objectives of the City's Recruitment and Retention Policy.

#### AUTHORITY

Section 5.020 of the City Personnel Policies & Procedures Manual states that the City Council will adopt and maintain a compensation plan, which outlines standards and guidelines for salary & wage administration, pay grade schedules, and comparison/benchmarking strategies.

#### TERM

The term of this plan includes fiscal years 201~~7~~<sup>6</sup> through 2020. The compensation rates and future funding amounts set forth from this plan are set forth by the City Council. It is the intent of the City Council to provide the funding necessary to carry out the compensation plan. The City Council retains the ability to unilaterally adjust compensation rates and funding amounts from year to year, based on economic conditions and budget availability.

Generally accepted reasons for reducing the compensation increases include, but are not limited to the following:

- Significant downturn in the local, regional, or national economy.
- Significant unforeseen expense(s) that limit the City's ability to meet the purposes of this plan.
- New debt incurred by the City to provide critical infrastructure that limits the City's ability to meet the purposes of this plan.

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**SALARY AND WAGE SCALES**

As indicated in the Recruitment and Retention Policy, the City desires to recruit and retain the best employees possible. The City has benchmarked comparable salary and wages within the labor market ~~and in FY2015~~in FY2016. ~~Beginning FY 2017,~~ the scales for the minimum, mid-point, and maximum ~~were-~~ will be set within the 60<sup>th</sup> to 70<sup>th</sup> percentile of the benchmark cities, and wages/salaries for each employee will be adjusted to reflect the updated market conditions. In doing so, the City reserves the right spread any increases out over the following three years. Any employee who does not achieve the “Meets Expectation” score in their evaluation (see below) is not eligible for a wage adjustment from the new benchmark. Wage scales will be compared with the benchmark cities at least every ~~three~~3 years.

**BENEFITS**

As indicated in the Recruitment and Retention Policy, the City desires to offer employee benefits that are competitive with the benchmark cities, as a means to recruit and retain the best employees possible. The benefits offered are governed by Chapter 7 of the Personnel Polices & Procedures Manual. The City’s benefit package will be reviewed annually and approved by the City Council through the annual budget process.

**EMPLOYEE EVALUATION SYSTEM**

As indicated in the Recruitment and Retention Policy, each employee will be evaluated on their performance, based on their job duties. The evaluation system will categorize employees’ performance in five different levels:

|                                           | <b>Score</b> |
|-------------------------------------------|--------------|
| Consistently Exceeds Expectations         | 4.5 -5       |
| Exceeds Expectations                      | 4 - 4.5      |
| Meets Expectations                        | 3-4          |
| Needs Improvement                         | 2-3          |
| Seriously Deficient (risk of termination) | 0-2          |

The eligibility of any bonus or raise is contingent upon a “Meets Expectation” or better, with those scoring in the “Exceeds Expectations” and “Consistently Exceeds Expectations” categories receiving greater amounts, respectively.

**MERIT & CAREER DEVELOPMENT INCREASE**

Syracuse City has adopted a “pay for performance” ethic, and therefore does not use programmed step increases or cost of living increases based on time of service alone. The City will provide Merit and Career Development increases based on the employee’s performance of job duties, as well as for approved improvements in knowledge and skill , for the purpose of retaining excellent employees and incentivizing average employees to become better.

**Merit Increase**

The merit increase is designed to be the primary means by which an employee moves through his/her wage scale. The amount set aside for merit increases should be set at competitive levels based on market research that indicates the time it generally takes employees of benchmark cities to move through their wages scales. An employee is eligible for a merit increase after receiving an annual evaluation of “Meets Expectations” or better. The merit increase will be effective on ~~July 1<sup>st</sup>~~ ~~(note: Effective on~~ the first pay period with a July start date) following the annual evaluation. Employees who are at or exceed the maximum rate of their pay scale are only eligible for a merit increase according to Section 5.06 of the Personnel Policies & Procedures manual.

**Planned Budget for Meritorious Increases**

| Year    | <del>Amount of Payroll</del> <u>Maximum Merit Increase</u> |
|---------|------------------------------------------------------------|
| FY 2016 | 2.3%                                                       |
| FY 2017 | 2.3%                                                       |
| FY 2018 | 2.3%                                                       |
| FY 2019 | 2.3%                                                       |
| FY2020  | 2.3%                                                       |

**Career Development Increase**

For each position, the City will pre-approve an outline of optional programs, trainings, certifications, or other similar knowledge or skill enhancement measures. Such optional programs shall be above and beyond the normal requirements of the position, and are meant to further develop the employee in a way that he/she can provide a better, more knowledgeable service to the City. Participation in such program will be at the option of the employee, with coordination from the department head.

For each position that does not qualify for an advancement, the employee may obtain up to a 3.5% increase after completion of eligible programs, prior to reaching the midpoint of the wage scale. The employee may obtain up to another 3.5% increase after reaching the midpoint of the wage scale, subject to completion of additional eligible programs.

For each position that qualifies for an advancement, the employee may obtain up to a 3.5% increase after completion of eligible programs, after reaching the midpoint.

The amount of each increase is dependent on the difficulty of the program and the added value to the City. An employee is only eligible to receive a career development increase if he/she achieved a “Meets Expectations” or better on his/her latest performance evaluation.

**Planned Budget for Career Development Increases**

Prior to adoption of each annual budget, the department head will coordinate with each employee that plans to complete an eligible program. The department head will submit the anticipated budget amount with the draft department budget and will subject to approval by the City Council with the annual budget.

**PROMOTIONS AND ADVANCEMENTS**

**Promotions:**

Promotions include an upward movement in position that significantly increases the employee's responsibilities and/or supervisory duties. An employee who is promoted will receive an increase to the minimum wage of the entering wage scale, or a 7.5% increase, whichever is greater.

**Advancements:**

Advancement includes movement to a higher position due to improved skill, knowledge, or capability, but does not significantly increase the employee's responsibilities and/or supervisory duties. An employee who advances to a higher position will receive an increase to the minimum wage of the entering pay scale, or a 3.5%, whichever is greater. The wage increase becomes effective immediately, pending budget constraints, or at a minimum on July 1<sup>st</sup> following the advancement. The employee is still eligible for merit increase.

**OTHER COMPENSATION ITEMS**

All other items related to compensation are governed by the Personnel Policies & Procedures Manual.



# COUNCIL AGENDA

May 10, 2016

Agenda Item #11      Public Hearing: Proposed Resolution R16-23 adjusting the Syracuse City Budget for Fiscal Year ending June 30, 2016.

## *Factual Summation*

- Any questions about this agenda item may be directed at City Manager Brody Bovero or Finance Director Stephen Marshall.

Please review the following attachments:

- a. FY2016 May Budget Adjustments PDF.
- b. Fund Balance Power Point discussion.

## *Background*

- Proposed changes to **general fund budget**:
  - Increase state grant revenue and police overtime budget by \$15,000 for UDOT Hill Field road project.
  - Transfer \$800,000 to capital projects fund for reservation of future capital equipment or capital projects purchases.
- Proposed changes to **park maintenance fund budget**:
  - Increase capital outlay by \$35,000 for equestrian park improvements including power and lights.
- Proposed changes to **street light fund budget**:
  - Increase street light participation revenue and street light installation expense by \$100,000 each. The net change to the fund is zero. This is related to new subdivision improvements in the City.
- Proposed changes to **culinary water fund budget**:
  - Increase culinary maintenance expense by \$40,000 for purchase of new water meters for new home development and replacement of old meters.
  - Increase depreciation expense by \$5,000.

- Proposed changes to **capital improvement fund budget**:
  - Transfer \$800,000 from general fund to this fund.
  - Increase capital equipment expense by \$150,000 for purchase of type 6 brush truck.
  - Leave remainder of \$650,000 reserved in the capital improvement fund until City Council adopts budget to spend the money.

**Recommendation:**

Approve the resolution adjusting the Syracuse City Budget for Fiscal Year ending June 30, 2016.



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# Fund Balance Presentation

May 10, 2016



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# FACTS

- Per Utah Code section 10-6-116 sections 2 & 4, the unrestricted or “accumulated” general fund balance is required to be between 5 – 25% of the next fiscal year’s budgeted revenues.
- Unrestricted fund balance includes unassigned, assigned, and committed fund balance amounts in the comprehensive annual financial report.



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# FACTS

- Unrestricted Fund balance at June 30, 2015 =
  - \$2,386,538 – unassigned fund balance
  - \$682,409 – assigned fund balance
  - \$0 - committed fund balance
  - **\$3,068,947 – total unrestricted fund balance**
- The FY2015 revenues = \$10,660,762.  
Unrestricted Fund balance at June 30, 2015= 28.8%.



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# FACTS

- Unassigned fund balance = not allocated or earmarked for any specific purpose.
- Assigned fund balance = internally allocated and earmarked for a specific purpose.
  - Street lights fund = \$57,036
  - Park Maintenance fund = \$123,715
  - Money allocated to roads = \$501,658.
  - **Total Assigned fund balance = \$682,409**



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# HISTORICAL FACTS

- **Unassigned Fund balance over last 7 years:**
    - FY2009 = \$285,445 or approximately 5%
    - FY2010 = \$625,253 or approximately 10%
    - FY2011 = \$1,017,689 or 14.49%
    - FY2012 = \$1,454,387 or 17.26%
    - FY2013 = \$1,828,234 or 19.30%
    - FY2014 = \$2,372,822 or 23.7%
    - FY2015 = \$2,386,538 or 22.3%
- Average increase of \$350,000 per year



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# Fund Balance Policy

- Maintain a healthy fund balance that acts as a rainy day fund for any unforeseen emergencies and/or expenses = minimum of 16.7% (2 months of expenses)
- Utilize and execute excess fund balance into operations where it is needed the most (i.e. roads, capital purchases, debt reduction, or other one-time expenses as approved by city council)



# General Fund Balance

## General Fund Balance Calculation

|                                     | FY2015               | FY2016 – est.       | FY2016 **          |
|-------------------------------------|----------------------|---------------------|--------------------|
| <b>Budgeted / Actual Revenues</b>   | <b>\$ 10,660,762</b> | <b>\$11,044,588</b> | <b>\$9,544,588</b> |
| Unassigned Fund Balance             | \$2,386,538          | \$2,736,538         | \$2,736,538        |
| Assigned Fund Balance               | \$682,409            | \$182,409           | \$182,409          |
| <b>Total Unrestricted Fund Bal.</b> | <b>\$3,068,947</b>   | <b>\$2,918,947</b>  | <b>\$2,918,947</b> |
| Fund Bal. as a % of revenues        | 28.8%                | 26.4%               | 30.6%              |

\*\*Eliminate grant revenues of \$1,500,000 for 3000 west project. Grant revenues are not consistent and inflate total revenue numbers. We don't anticipate future budgets receiving grant revenues of this magnitude.



# General Fund Balance

## General Fund Balance Calculation

|                                     | FY2015               | FY2016 – est.       | FY2016 **          |
|-------------------------------------|----------------------|---------------------|--------------------|
| <b>Budgeted / Actual Revenues</b>   | <b>\$ 10,660,762</b> | <b>\$11,044,588</b> | <b>\$9,544,588</b> |
| <b>Total Unrestricted Fund Bal.</b> | <b>\$3,068,947</b>   | <b>\$2,918,947</b>  | <b>\$2,918,947</b> |
| Fund Bal. as a % of revenues        | 28.8%                | 26.4%               | 30.6%              |
|                                     |                      |                     |                    |
| Target Fund Balance @ 25%           | \$2,665,191          | \$2,761,147         | \$2,386,147        |
| <b>Target Fund Balance @ 20%</b>    | <b>\$2,132,152</b>   | <b>\$2,208,918</b>  | <b>\$1,908,918</b> |
| <b>Total Surplus Available</b>      | <b>\$936,795</b>     | <b>\$710,029</b>    | <b>\$1,010,029</b> |



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# Recommendation

- Transfer \$800,000 from the general fund to the capital projects fund.
- Budget \$150,000 in this fiscal year to purchase Type 6 Brush Truck. (Timing of RFP and final delivery would be in FY2017).
- Leave remaining \$650,000 in fund balance of capital projects fund until the City Council decides on priorities for spending.

**RESOLUTION R16-23**

**A RESOLUTION ADJUSTING THE SYRACUSE CITY BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2016.**

**WHEREAS**, the Uniform Budgetary Procedures set forth in State Statute 10-6-128 allow for amendments and increases to individual fund budgets; and

**WHEREAS**, on May 10, 2016, the City Council held a public hearing to allow interested persons in attendance an opportunity to be heard for or against the proposed budgetary changes; and

**WHEREAS**, the City Council has determined that approval of the budgetary amendments will promote the orderly operation of the City;

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY COUNCIL OF SYRACUSE DAVIS COUNTY, STATE OF UTAH, AS FOLLOWS:**

**SECTION 1: Amendments.** The following adjustments to the Syracuse City Budget are hereby made for the Fiscal Year 2016 operating budget.

- See attachment

**SECTION 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**SECTION 3. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor

# Syracuse City

## FY2016 - May Budget Opening



|                                                                                                                                 | <u>Original Budget</u>               | <u>Amended Budget</u> | <u>Increase / (Decrease)</u>         |
|---------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------|--------------------------------------|
| <b>General Fund:</b>                                                                                                            |                                      |                       |                                      |
| <u>REVENUE ADJUSTMENTS:</u>                                                                                                     |                                      |                       |                                      |
| State Grants<br>(UDOT reimb. For OT on Hill Field Road Project - Police)                                                        | 36,250.00                            | 51,250.00             | 15,000.00                            |
|                                                                                                                                 |                                      |                       | <u>15,000.00</u>                     |
| <u>EXPENDITURE ADJUSTMENTS:</u>                                                                                                 |                                      |                       |                                      |
| <b>Police</b>                                                                                                                   |                                      |                       |                                      |
| Wages & benefits<br>(UDOT reimb. For OT on Hill Field Road Project - Police)                                                    | 2,096,403.00                         | 2,111,403.00          | 15,000.00                            |
| <b>Transfer to Capital Projects Fund</b><br>(Transfer \$800,000 to Capital Projects for one time capital projects or equipment) | 629,544.00                           | 1,429,544.00          | 800,000.00                           |
|                                                                                                                                 |                                      |                       | <u>800,000.00</u>                    |
|                                                                                                                                 | <u>Revenue</u>                       | <u>Expenses</u>       |                                      |
| General Fund net change                                                                                                         | -                                    | 800,000.00            | (800,000.00)                         |
| Beginning fund overage                                                                                                          |                                      |                       | 77,713.00                            |
|                                                                                                                                 |                                      |                       | <u>(722,287.00)</u>                  |
|                                                                                                                                 | <b>Estimated Ending Cash Balance</b> | <b>\$2,196,660</b>    | <b>~20% Fund Balance of Revenues</b> |

### Parks Maintenance Fund

|                                                                     |                                      |                 |                    |
|---------------------------------------------------------------------|--------------------------------------|-----------------|--------------------|
| <u>EXPENDITURE ADJUSTMENTS:</u>                                     |                                      |                 |                    |
| Capital Outlay<br>(Equestrian Park Improvements - Lights and Power) | 32,629.00                            | 67,629.00       | 35,000.00          |
|                                                                     |                                      |                 | <u>35,000.00</u>   |
|                                                                     | <u>Revenue</u>                       | <u>Expenses</u> |                    |
| Park Maint. Fund net change                                         | -                                    | 35,000.00       | (35,000.00)        |
| Beginning fund shortage                                             |                                      |                 | (27,094.00)        |
|                                                                     |                                      |                 | <u>(62,094.00)</u> |
|                                                                     | <b>Estimated Ending Cash Balance</b> | <b>\$61,621</b> |                    |

## Street Light Fund

### REVENUE ADJUSTMENTS:

|                                                                                       |           |            |                   |
|---------------------------------------------------------------------------------------|-----------|------------|-------------------|
| Street Light Participation<br>(Street Lights for new development - paid by developer) | 25,000.00 | 125,000.00 | 100,000.00        |
|                                                                                       |           |            | <u>100,000.00</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                                                             |           |            |                   |
|---------------------------------------------------------------------------------------------|-----------|------------|-------------------|
| Capital Equipment<br>(Street Lights for new development - paid by dev. - installed by City) | 35,000.00 | 135,000.00 | 100,000.00        |
|                                                                                             |           |            | <u>100,000.00</u> |

|                                                | <u>Revenue</u> | <u>Expenses</u> |                   |
|------------------------------------------------|----------------|-----------------|-------------------|
| Street Light Fund net change                   | 100,000.00     | 100,000.00      | -                 |
| Beginning fund shortage                        |                |                 | (5,300.00)        |
| Overall fund deficit to come from fund balance |                |                 | <u>(5,300.00)</u> |

**Estimated Ending Cash Balance    \$57,036**

## Culinary Water Fund

### EXPENDITURE ADJUSTMENTS:

|                                                                                  |            |            |                  |
|----------------------------------------------------------------------------------|------------|------------|------------------|
| Culinary Water System Maint.<br>(Purhcase of new water meters - new development) | 100,000.00 | 140,000.00 | 40,000.00        |
| Depreciation Expense                                                             | 560,000.00 | 565,000.00 | 5,000.00         |
|                                                                                  |            |            | <u>45,000.00</u> |

|                                             | <u>Revenue</u> | <u>Expenses</u> |                  |
|---------------------------------------------|----------------|-----------------|------------------|
| Culinary Water Fund net change              | -              | 45,000.00       | (45,000.00)      |
| Beginning fund overage                      |                |                 | 110,714.00       |
| Overall fund surplus to add to fund balance |                |                 | <u>65,714.00</u> |

**Estimated Ending Cash Balance    \$551,000**

## Capital Improvement Fund

### REVENUE ADJUSTMENTS:

|                                                                                                                  |            |              |                   |
|------------------------------------------------------------------------------------------------------------------|------------|--------------|-------------------|
| Transfer from other funds<br>(Transfer \$800,000 to Capital Projects for one time capital projects or equipment) | 545,000.00 | 1,345,000.00 | 800,000.00        |
|                                                                                                                  |            |              | <u>800,000.00</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                       |            |            |                   |
|-------------------------------------------------------|------------|------------|-------------------|
| Capital Equipment<br>(Purchase of Type 6 Brush Truck) | 512,450.00 | 662,450.00 | 150,000.00        |
|                                                       |            |            | <u>150,000.00</u> |

|                                             | <u>Revenue</u> | <u>Expenses</u> |                   |
|---------------------------------------------|----------------|-----------------|-------------------|
| CIP Fund net change                         | 800,000.00     | 150,000.00      | 650,000.00        |
| Beginning fund shortage                     |                |                 | (71,650.00)       |
| Overall fund surplus to add to fund balance |                |                 | <u>578,350.00</u> |

**Estimated Ending Cash Balance    \$705,500**



# CITY COUNCIL WORK MEETING

May 10, 2016

## **Agenda Item #12**

## **Proposed Real Estate Purchase Contract (REPC) for property located at approximately 507 West 2700 South.**

### **Summary**

Our Transportation Master Plan has identified the need to expand 500 West, including the road to the East of a residential property located at 507 W. 2700 S.

An opportunity to purchase the property through amenable terms has arisen. The property owner has informally agreed to the sale of the property to the City for \$150,000.00. Approval of this Real Estate Purchase Contract, and authorization to execute all necessary, subsequent documents in order to complete the land transfer, will permit the City to move forward with the acquisition.

Obtaining property under these circumstances is favorable to both parties; the land owner need not complete otherwise required upgrades to the property, and the City need not relocate a family or resident as part of the future widening project or pay for the increased value of those upgrades which the property owner would otherwise make.

As we mentioned in our April 12 memo, the Planning Commission unanimously recommended the acquisition.

By approving this resolution, you will authorize the Mayor to sign the REPC and all other documents necessary in order to complete the property sale. We anticipate that the transaction will be completed quickly after receiving your approval.

Paul Roberts

**RESOLUTION R16-24**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE A REAL ESTATE PURCHASE CONTRACT RELATED TO PROPERTY LOCATED AT 507 WEST 2700 SOUTH, SYRACUSE, UTAH.**

**WHEREAS**, the City is authorized to acquire land for public purposes, such as right-of-way expansion; and

**WHEREAS**, the City Council finds that the acquisition of the residential property located at 507 West 2700 South, Syracuse, Utah, will be beneficial to the community and the City's infrastructure; and

**WHEREAS**, acquisition of this parcel was contemplated in the City's master planning of transportation corridors; and

**WHEREAS**, the City Council finds that the acquisition price is a fair representation of the property's value; and

**WHEREAS**, the Council finds that it is in the best interests of the City to authorize the Mayor to execute the real estate purchase contract and other documents which may be necessary in order to effect the land transfer.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Approval.** The Mayor is hereby authorized to execute the Real Estate Purchase Contract related to 507 West 2700 South, attached as "Exhibit A" and incorporated by reference, as well as all other documents necessary to complete the land acquisition.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |

**EXHIBIT “A”**

# REAL ESTATE PURCHASE CONTRACT

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## OFFER TO PURCHASE AND EARNEST MONEY DEPOSIT

The Buyer SYRACUSE CITY, a Utah municipal corporation ("Buyer"), offers to purchase the **Property** described below, from REAL HOME WARRANTY LLC, a Utah Limited Liability Company ("Seller"), in accordance with the provisions of this Real Estate Purchase Contract ("REPC").

The Buyer has previously delivered as Earnest Money Deposit **\$500.00** in the form of a check to:

Title/Escrow Company: U.S. Title Insurance Agency Address: 1436 Legend Hills Blvd., Suite 100, Clearfield, UT 84015

Agent: Scott Hammer, [hammer@ustitleutah.com](mailto:hammer@ustitleutah.com) (801) 499-4735

---

### OTHER PROVISIONS

May 10, 2016

**1. PROPERTY:** 507 West 2700 South Parcel Tax ID# 12-108-0002

Address 507 West 2700 South City Syracuse County Davis State Utah

More Particularly Described as:

BEGINNING AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SECTION 23, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE MERIDIAN, IN THE CITY OF SYRACUSE, RUNNING THENCE WEST 80 FEET; THENCE SOUTH 200.0 FEET, THENCE EAST 80.0 FEET; THENCE NORTH 200.0 FEET TO THE POINT OF BEGINNING. CONTAINING 0.365 ACRES

**1.1 INCLUDED ITEMS:** Unless excluded herein, this sale shall include all fixtures presently attached to the **Property**. The following property shall also be included in this sale and conveyed under separate Bill of Sale with warranties as to title: Any applicable water rights, appliances found onsite when possession is delivered to Buyer, plumbing, doors and windows, carpets, fencing, landscaping, and HVAC.

**1.2 EXCLUDED ITEMS:** These items are excluded from this sale: N/A

**2. PURCHASE PRICE.** Buyer agrees to pay for the **Property** as follows:

|                      |                                                     |
|----------------------|-----------------------------------------------------|
| \$ <u>500.00</u>     | <b>Earnest Money Deposit</b>                        |
| \$ _____             | <b>Other:</b> _____                                 |
| \$ <u>149,500.00</u> | <b>Balance of Purchase Price</b> in cash at closing |
| \$ <u>150,000.00</u> | <b>TOTAL PURCHASE PRICE</b>                         |

**3. CLOSING.** This transaction shall be closed on or before May 13, 2016. **Closing** shall occur when: (a) Buyer and Seller have signed and delivered to each other (or to the escrow/title company), all documents required by this **Contract**, by the Lender, by written escrow instructions signed by the Buyer and the Seller, and by applicable law; (b) the moneys required to be paid under these documents have been delivered to the escrow/title company in the form of collected or cleared funds, cashier's check, or other form acceptable to the escrow/closing office; (c) the deed which the Seller has agreed to deliver under *Section 6* has been recorded; and (d) all tenants of the property have vacated the premises. Unless otherwise agreed to in writing, Seller and Buyer shall each pay one-half (1/2) of the escrow **Closing** fee. The escrow/closing office is authorized and directed to withhold from Seller's proceeds at Closing, sufficient funds to payoff on Seller's behalf all mortgages, trust deeds, judgments, mechanic's liens, tax liens and warrants. Taxes and assessments for the current year, rents, and interest on assumed obligations shall be prorated as set forth in this *Section*. Prorations set forth in this *Section* shall be made as of the date of **Closing**. The provisions of this section shall survive **Closing**.

**4. POSSESSION.** Seller shall deliver possession to Buyer within 1 hour after **Closing**. **No tenants may be present, whether lawfully or unlawfully. All costs of eviction or tenancy dispute shall be borne by the Seller and must be resolved before the City takes possession.** The provisions of this section shall survive Closing.

**5. TITLE & TITLE INSURANCE.** (a) Seller has, or shall have at **Closing**, fee title to the **Property** and agrees to convey marketable title to Buyer by General Warranty Deed, free of financial encumbrances as warranted under *Section 9.6*; (b) Seller agrees to pay for, and furnish to Buyer at **Closing**, a current standard form Owner's policy of title insurance in the amount of the **Total Purchase Price**; (c) the title policy shall conform with Seller's obligations under *subsections (a) and (b)*. The commitment shall conform to the title insurance commitment provided under *Section 6.1*. The provisions of this section shall survive **Closing**.

**6. SPECIFIC UNDERTAKINGS OF SELLER.**

**6.1 SELLER DISCLOSURES.** The Seller will deliver to the Buyer the following **Seller Disclosures** no later than the dates indicated below:

- (a) a *Seller Property Condition Disclosure (Land)* for the Property, signed and dated by Seller: May 12, 2016
- (b) a commitment for the policy of title insurance required under *Section 6*, to be issued by the title insurance company chosen by Seller, including copies of all documents listed as Exceptions on the Commitment: May 13, 2016
- (c) a copy of any lease, rental, and property management agreements affecting the Property not expiring before Closing: May 12, 2016
- (d) evidence of any water rights and/or water shares referenced in *Section 1.1*: May 12, 2016
- (e) written notice of any claims or conditions known to Seller related to environmental problems or code violations: May 12, 2016

Seller agrees to pay any charge for cancellation of the title commitment provided under *subsection (b)*.

If Seller does not provide any of the **Seller Disclosures** within the time periods agreed above, the Buyer may either waive the particular **Seller Disclosure** requirement by taking no timely action or the Buyer may notify the Seller in writing within 3 calendar days after the expiration of the particular disclosure time period that the Seller is in **Default** under this **Contract** and that the remedies under *Section 16* are at the Buyer's disposal. The holder of the **Earnest Money Deposit** shall, upon receipt of a copy of Buyer's written notice, return to the Buyer the Earnest Money Deposit without the requirement of further written authorization from the Seller.

**7. BUYER'S CONDITIONS OF PURCHASE.**

**7.1 DUE DILIGENCE.** The Buyer, at its sole option, shall undertake the following **Due Diligence** elements at its own expense and for its own benefit for the purpose of complying with the **Contingencies** under *Section 8*:

- (a) Ordering and obtaining any environmentally-related study of the **Property**;
- (b) Ordering and obtaining a physical inspection report regarding, and completing a personal inspection of, the **Property**;

Seller agrees to cooperate fully with Buyer's completing these Due Diligence matters and to make the **Property** available as reasonable and necessary for the same.

**8. CONTINGENCIES.** This offer is subject to the Buyer's approving in its sole discretion the **Seller Disclosures** matters in *Section 6*.

**8.1** Buyer shall have 3 calendar days after the times specified in *Section 7.1* for receipt of **Seller Disclosures** to review the content of the disclosures and the outcome of the undertakings.

**8.2** If Buyer does not deliver a written objection to Seller regarding a **Seller Disclosure**, within the time provided in *Section 8.1*, that item will be deemed approved by Buyer.

**8.3** If Buyer objects, Buyer and Seller shall have 3 calendar days after receipt of the objections to resolve Buyer's objections. Seller may, but shall not be required to, resolve Buyer's objections. Likewise, the Buyer is under no obligation to accept any resolution proposed by the Seller. If Buyer's objections are not resolved within the stated time, Buyer may void this **Contract** by providing written notice to Seller within the same stated time. The holder of any **Earnest Money Deposit** shall, upon receipt of a copy of Buyer's written notice, return to Buyer the **Earnest Money Deposit** without the requirement of any further written authorization from Seller. If this **Contract** is not voided by Buyer, Buyer's objection is deemed to have been waived. However, this waiver does not affect warranties under *Section 10*.

**8.4** Resolution of Buyer's objections under *Section 8.3* shall be in writing and shall become part of this **Contract**.

9. **SPECIAL CONTINGENCIES.** The following addenda contain additional terms:     Seller Property Condition Disclosure; Lead-Based Paint Disclosure & Acknowledgement    . The terms of attached Addenda are incorporated into this **Contract** by this reference.

**10. AS-IS CONDITION OF PROPERTY/ADDITIONAL WARRANTIES.**

**10.1** Buyer acknowledges and agrees that in reference to the physical condition of the **Property**: (a) Buyer is purchasing the property in an "As-Is" condition without expressed or implied warranties of any kind; Buyer shall have, during Buyer's Due Diligence period, an opportunity to completely inspect and evaluate the condition of the **Property**; and (c) if based on the Buyer's Due Diligence, Buyer elects to proceed with the purchase of the **Property**, Buyer is relying wholly on Buyer's own judgment and that of any contractors or inspectors engaged by Buyer to review, evaluate and inspect the **Property**.

**10.2** Notwithstanding Subsection 10.1, Seller warrants the following to Buyer regarding the **Property**:

- (a) At **Closing**, Seller will bring current all financial obligations encumbering the Property which are assumed in writing by Buyer and will discharge all such obligations which Buyer has not so assumed;
- (b) As of **Closing**, Seller has no knowledge of any claim or notice of an environmental, building, or zoning code violation regarding the **Property** which has not been resolved; and
- (c) As of **Closing**, Seller will have resolved any disputes over tenancy with any previous or current tenant of the **Property**, and shall be in a position to deliver possession of the **Property** to Buyer without anyone asserting continued tenancy rights.

The provisions of this Section shall survive **Closing**.

**11. FINAL PRE-SETTLEMENT WALK-THROUGH INSPECTION.** After all contingencies have been removed and before **Closing**, the Buyer may conduct a "walk-through" inspection of the **Property** to determine whether or not items warranted by Seller in *Section 10.2* are in the warranted condition and to verify that items included in *Section 1.1* are presently on the **Property**. If any item is not in the warranted condition, Seller will correct, repair or replace it as necessary or, with the consent of Buyer and (if required) Lender, escrow an amount at **Closing** to provide for such repair or replacement. The Buyer's failure to conduct a "walk-through" inspection or to claim during the "walk-through" inspection that the **Property** does not include all items referenced in *Section 1.1* or is not in the condition warranted in *Section 10*, shall constitute a waiver of Buyer's rights under *Section 1.1* and of the warranties contained in *Section 10*.

**12. CHANGES DURING TRANSACTION.** Seller agrees that no changes in any existing leases shall be made, no new leases entered into, no substantial alterations or improvements to the **Property** shall be undertaken without the written consent of the Buyer, no further financial encumbrances to the Property shall be made, and no changes in the legal title to the **Property** shall be made.

**13. AUTHORITY OF SIGNERS.** If Buyer or Seller is a corporation, partnership, trust, estate, or other entity, the person signing this **Contract** on its behalf warrants his or her authority to do so and to bind Buyer or Seller and the heirs or successors in interest to Buyer or Seller. If the Seller is not the vested Owner of the **Property** but has control over the vested Owner's disposition of the Property, the Seller agrees to exercise this control and deliver title under this Contract as if it had been signed by the vested Owner.

**14. COMPLETE CONTRACT.** This instrument (together with its Addenda, any attached Exhibits, and **Seller Disclosures**) constitutes the entire **Contract** between the parties and supersedes all prior dealings between the parties. This **Contract** cannot be changed except by written agreement of the parties.

**15. DISPUTE RESOLUTION.** The parties agree that any dispute or claim relating to this **Contract**, including but not limited to the disposition of the **Earnest Money Deposit** and the breach or termination of this **Contract**, shall first be submitted to mediation in accordance with the Utah Real Estate Buyer/Seller Mediation Rules of the American Arbitration Association. Each party agrees to bear its own costs of mediation. Any Agreement signed by the parties pursuant to the mediation shall be binding. If mediation fails, the procedures applicable and remedies available under this **Contract** shall apply. Nothing in this *Section* shall prohibit the Buyer from seeking specific performance by the Seller by filing a complaint with the court, serving it on the Seller by means of summons or as otherwise permitted by law, and recording a *lis pendens* with regard to the action provided that the Buyer permits the Seller to refrain from answering the complaint pending mediation. Also, the parties may agree in writing to waive mediation.

**16. DEFAULT.** If Buyer defaults, Seller may elect to either retain the **Earnest Money Deposit** as liquidated damages or to return the **Earnest Money Deposit** and sue Buyer to enforce Seller's rights. If Seller defaults, in addition to return of the **Earnest Money Deposit**, Buyer may elect to either accept from Seller as liquidated damages a sum equal to the **Earnest Money Deposit** or sue Seller for specific performance and/or damages. If Buyer elects to accept the liquidated damages, Seller agrees to pay the liquidated damages to Buyer upon demand. Where a *Section* of this **Contract** provides a specific remedy, the parties intend that the remedy shall be exclusive regardless of rights which might otherwise be available under common law.

**17. ATTORNEY'S FEES & GOVERNING LAW.** In any action arising out of this **Contract**, the prevailing party shall be entitled to costs and reasonable attorney's fees. The laws of the state of Utah shall govern this Agreement. The provisions of this Section shall survive **Closing**.

**18. NOTICES.** Except as provided in Section 23, all notices required under the REPC must be: (a) in writing; (b) signed by the Buyer or Seller giving notice; and (c) received by the Buyer or Seller, or their respective agent, or by the brokerage firm representing the Buyer or Seller, no later than the applicable date referenced in the REPC.

**19. NO ASSIGNMENT.** The REPC and the rights and obligations hereunder, are personal to the Buyer. The REPC may not be assigned by Buyer without the prior written consent of Seller.

**20. RISK OF LOSS.** All risk of loss or damage to the Property shall be borne by Seller until Closing.

**21. TIME IS OF THE ESSENCE.** Time is of the essence regarding the dates set forth in this transaction. Extensions must be agreed to in writing by all parties. Performance under each *Section* of this **Contract** which references a date shall be required by 5:00 P.M., **Mountain Time** on the stated date.

**22. ELECTRONIC TRANSMISSIONS & COUNTERPARTS.** This **Contract** may be signed in counterparts, and each counterpart bearing an original signature shall be considered one document with all others bearing original signature. Also, electronic transmissions of any signed original document and re-transmission of any signed electronic transmission shall be the same as delivery of an original.

**23. ACCEPTANCE.** **Acceptance** occurs when Seller or Buyer, responding to an offer or counteroffer of the other: (a) signs the offer or counteroffer where noted to indicate acceptance; and (b) communicates to the other party or the other party's agent that the offer or counteroffer has been signed as required.

**24. CONTRACT DEADLINES.** Buyer and Seller agree that the following deadlines shall apply to the REPC:

- (a) Seller Disclosure Deadline: May 12, 2016
- (b) Due Diligence Deadline: May 13, 2016
- (c) Settlement Deadline: May 13, 2016

**24. OFFER AND TIME FOR ACCEPTANCE.** Buyer offers to purchase the **Property** on the above terms and conditions. If Seller does not accept this offer by 4:00 PM Mountain Time, May 11, 2016 this offer shall lapse; and the holder of the **Earnest Money Deposit** shall return it to the Buyer.

\_\_\_\_\_  
(Buyer's Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Buyer's Name (please print)

\_\_\_\_\_  
(Notice Address)

\_\_\_\_\_  
(Phone)

**ACCEPTANCE/REJECTION/COUNTEROFFER**

---

**Acceptance of Offer to Purchase:** Seller **Accepts** the foregoing offer on the terms and conditions specified above.

\_\_\_\_\_ (Seller's Signature) \_\_\_\_\_ (Date) \_\_\_\_\_ (Time)

\_\_\_\_\_  
Seller's Name (please print)

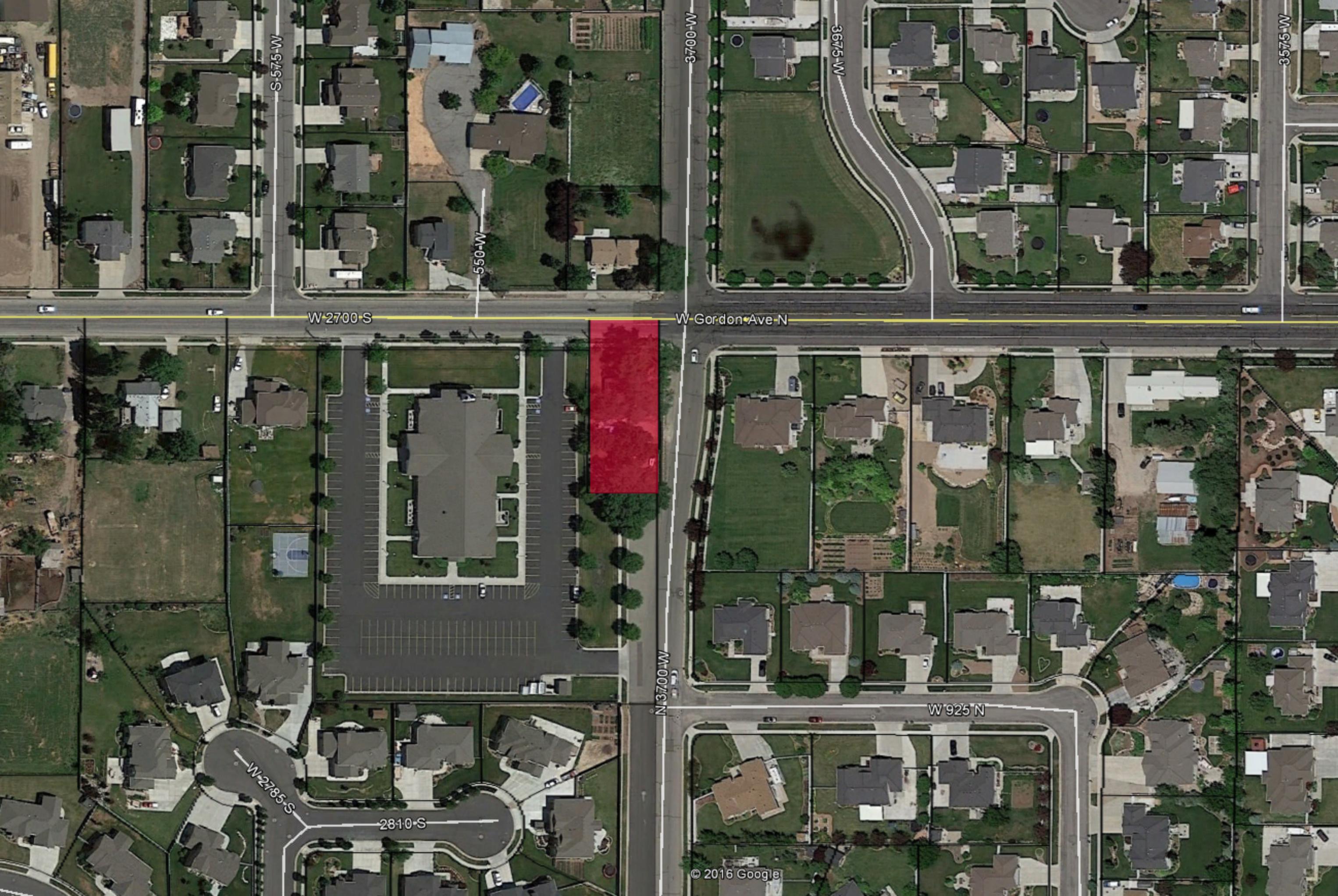
**Rejection:** Seller **Rejects** the foregoing offer.

\_\_\_\_\_ (Seller's initials) \_\_\_\_\_ (Date) \_\_\_\_\_ (Time)

**Counter Offer:** Seller presents for Buyer's **Acceptance** the terms of Buyer's offer subject to the exceptions or modifications as specified in the attached **Counter Offer #** \_\_\_\_\_

**ADDENDA:**

- Lead-Based Paint Disclosure & Acknowledgement



S-575-W

550-W

3700-W

3675-W

3575-W

W 2700 S

W Gordon Ave N



N 3700 W

W 925 N

W-2785-S

2810-S





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# CITY COUNCIL WORK MEETING

May 10, 2016

## **Agenda Item #13**

## **APPROVAL TO EXECUTE PROFESSIONAL SERVICES CONTRACT FOR REVIEW OF UNBILLED OR MISBILLED UTILITY SERVICES**

### **Summary**

The City recently posted a Request for Proposals for companies to help identify unbilled or misbilled utility services (specifically, culinary water). As its name suggests, utility services which are either misbilled or unbilled will result in some people inappropriately getting free or reduced price water. These can arise from inadvertent actions, such as mistaken connections by homebuilders, or they can arise from deliberate actions such as homeowners intentionally bypassing the meter, using unmetered hydrants, or similar schemes.

ISI Water Company provided the only response to the City's RFP. They are an experienced company with a record of analyzing utility data and assisting in correcting misbillings based upon both accidental and intentional conduct.

It is proposed that the Council authorize the Mayor to execute an Agreement with ISI Water Company, consistent with the terms provided by that company in its proposal. ISI proposes that it share in increased revenues associated with accounts after corrective action is both recommended and taken, for three years from the date of correction. It proposes that it receive 60% of the increased revenue. As this is a performance-based proposal, ISI would only receive compensation if its information led to actual revenue generation from the identified account.

Ultimately, the cost of misbilled or unbilled service is passed along to all other users of the water system. Thus, implementing this service may serve to postpone rate increases as the cost of delivery continues to rise.

The agreement will be terminable after a short amount of time, such as one year, if the City is not satisfied with the service or if it proves to be administratively burdensome.

By approving this resolution, you will authorize staff to draw up, and the Mayor to sign, an agreement with ISI to provide this service, consistent with the general terms provided in the proposal.

Questions regarding this item may be directed to Brody Bovero.

## **RESOLUTION R16-25**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE A SERVICE AGREEMENT WITH ISI WATER COMPANY FOR THE REVIEW OF UNBILLED OR MISBILLED UTILITY SERVICES.**

**WHEREAS**, the City maintains a culinary water system which is metered at the point of customer connection; and

**WHEREAS**, the City has requested proposals from independent contractors to assess billing information and identify potential losses of revenue associated with unbilled or misbilled utility services; and

**WHEREAS**, the ISI Water Company provided a Proposal in which it has agreed to provide this service to the City; and

**WHEREAS**, the proposal includes a performance-based fee proposal, by which the contractor will only collect a portion of revenue generated through repairs identified by the contractor through its analysis; and

**WHEREAS**, the City Council finds that the approval of this proposal and its subsequent agreement will benefit the City through improved billing information,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Approval.** The Mayor is authorized to enter into and execute an agreement with ISI Water Company for the review of unbilled or misbilled utility services, consistent with the proposal provided by the contractor, which proposal is attached hereto as Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately upon its publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |

**EXHIBIT “A”**



# CITY COUNCIL WORK SESSION May 10, 2016

## **Agenda Item #14          Potential Amendments to Arts Council By-Laws**

The Syracuse Arts Council previously prepared draft amendments to its by-laws. They have since revised their requested amendment. A previous staff memo (March 8, 2016) went through the changes included in their last request. Rather than highlight all amendments, I will highlight the differences between this amendment and the one previously submitted. For easy reference, the document uses a different color to highlight recent changes.

- The Arts Council's second objective has been further redacted to remove the phrase "workshops and other appropriate means." (Art. II, § 1(B)).
- The third objective has replaced "engage in and subsidize" with "encourage and sponsor," and also removed a redundant provision that says they will comply with the law. (Art. II, § 1(C))
- Provides that votes to remove board members must take place in a public meeting, although discussions of competence may take place in a closed session. (Art. IV, § 3)
- Allows Board to appoint Interim Board Members while the appointment process moves forward with the Mayor and Council. As discussed in Council meeting, this would be limited to up to 20% of the vacant Board positions. (Art. IV, §5)
- Elimination of distinction between Working Funds and Permanent Funds. (Art. VII, §2)
- Broadens scope of offering by replacing the term "plays" with the term "shows" or "productions." (Art. IX, § 1; Art. XIII, § 1)
- Removes the goal of fostering the enjoyment of production staff (Art. XIII, § 1(E)).

The other recommended amendments have not been modified.

Questions regarding these amendments should be directed to Judy Merrill, Arts Council Secretary, or Tara Bruce, Arts Council Chair.

Paul Roberts

**RESOLUTION R16-11**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL APPROVING AMENDMENTS TO THE BYLAWS OF THE SYRACUSE CITY ARTS COUNCIL.**

**WHEREAS**, the Syracuse City Arts Council has prepared proposed amendments to its by-laws and submitted them for City Council review; and

**WHEREAS**, pursuant to Syracuse Municipal Code § 3.45.020(H), rules and procedures of the Arts Council must be reviewed and approved by the City Council by resolution; and

**WHEREAS**, the City Council has reviewed the proposed amendments and made appropriate changes; and

**WHEREAS**, the City Council finds that the amendments will provide for the orderly administration of business before the Arts Council,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

**The attached by-law amendments are hereby approved.**

This ordinance shall be effective upon the date of publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, this 10<sup>th</sup> day of May, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor



# CITY COUNCIL WORK MEETING May 10, 2016

## Agenda Item #15

## Parks Ordinance Amendment

### Summary

During a Council meeting last year, we discussed several provisions of City code which apply to parks, trails and city-owned open space. This spurred potential amendments to the code to address some of the issues raised during Council meeting. As we were amending the chapter, we identified numerous other potential amendments and provisions for which we require policy direction. This memo – while not exhaustive – will identify the major changes or requests for direction located in the draft changes.

#### Rulemaking authority & barring groups/individuals - § 4.35.020 & 4.35.030(D)

The Council has reserved the right to promulgate rules and to make a decision of whether to bar an individual or group from making reservations at facilities. These are tasks which could be delegated to the Parks & Recreation Director, City Manager, or another city official.

#### Smoking - § 4.35.040

Current code does not list smoking as unlawful in city-owned parks, trails or recreational facilities. The City may prohibit smoking, if it wishes to do so.

#### Nuisances - § 4.35.060

Current code includes some ambiguous terms which arguably could lead to suppression of protected speech under the constitutions of both the United States and the State of Utah. It is recommended that the language punishable under City code be limited to threats. Obscene or lewd acts are only prohibited if they fall under well-established state laws.

The current code also prohibits people from loitering while under the influence of alcohol or drugs (this is not limited to illegal drugs in the code), or who disturbs park users by soliciting, making undue noise, or engaging in disruptive activities. It is strongly suggested that this provision be amended to prohibit only aggressive soliciting, as an outright ban against soliciting in a public forum is likely unconstitutional. Multiple courts have upheld similar bans against aggressive solicitation – which refers to a person following, touching or pervasively antagonizing the person being solicited. It is unclear to what type of conduct “disruptive activities” refers, and it is recommended that this be removed, as well.

We also recommend putting a timeframe for the park to remain quiet, regardless of whether the park is open at this time. We have recommended quiet time between 10 PM and 7 AM.

#### Trespass Notices - § 4.35.065

When individuals violate the rules of the park, a citation does not prohibit them from returning the next day and committing the same offenses. This section expressly allows peace officers or

the Parks Director to issue trespass notices against those who repeatedly violate rules, who are threatening, or who violate state laws.

The public generally have an interest in not being unlawfully excluded from a park. In order to provide lawful trespass notices, there must exist a right to appeal the decision to a neutral decision-maker. If we lacked this level of basic administrative review, then there exists the possibility that this would be deemed a due process violation. Due process exists to ensure that no improper motives were involved in the decision to ban someone from the park. As an example, an employee who banned an ex-spouse from the park out of spite would be properly reversed by an appeal, as would an official who banned someone for belonging to a certain political party or on the basis of race, gender, national origin or religion.

#### Signs & Advertising - § 4.35.080

This change is also necessary to remove the blanket prohibition against solicitation.

#### Animals - § 4.35.090

A minor amendment is recommended, as this would prohibit anyone from allowing their animals to come close to trees or shrubs, rather than only prohibiting the actual damaging of those plants. A small amendment also expands the prohibition against trapping, shooting, poisoning or injuring animals to include all animals, rather than just wild animals.

#### Personal Profit or Gain - § 4.35.120

Current code prohibits someone for reserving park areas and multi-use spaces for personal profit or financial gain. This policy could be re-visited in order to capture additional revenue from those who wish to make reservations of city facilities for financial gain. For instance, if a person wanted to rent the Jensen Pond Nature Center in order to hold a seminar for prospective clients, this would be prohibited by the ordinance. Rather than prohibit the use, the City could establish a separate fee for business uses of City facilities.

If the City wishes to retain the prohibition, then it should also consider whether non-profits or charitable organizations are similarly barred from holding fund-raisers at city facilities. This would arguably fall under the term “financial gain.”

#### Hours of Closure - § 4.35.130

Staff recommend closing hours to be from dusk until dawn, rather than between midnight and 5:00 am. Although this results in opening hour adjustments throughout the year, it encourages park users to leave when night-time hours have set in. This rule does not apply to trails, or to areas which are posted with different hours, such as the Jensen Nature Pond (which allows for around-the-clock fishing). It also would not apply to scheduled events or city events (such as the Pumpkin Walk).

#### Park Availability - § 4.35.140

This recommended change makes it clear that facilities may be closed due to the season and maintenance needs, rather than limiting reservations to specific dates. It also indicates that facilities for rent may be identified by referring to the Consolidated Fee Schedule. A further amendment requires organized sports teams to reserve and pay for City facilities. Team practices and games have a significantly greater impact on fields.

#### Entertainment & Similar Activities - § 4.35.150

A recommended addition makes it clear that we are not prohibiting free speech events, protests or other First Amendment protected activities in public parks, which are considered public fora.

Skatepark - § 4.35.190

These changes remove the prohibition related to bikes or scooters in the skatepark. It requires users to follow the rules, and encourages individuals to report dangerous conditions to the City.

When it comes to safety equipment, staff recommends that ordinance only strongly recommend the equipment. The underlying reason for this recommendation is that city staff do not have sufficient resources to enforce that type of rule. If the city cannot enforce the rule, then it is not recommended that we adopt a rule which could potentially open the city up to liability for negligent supervision.

The specific violation section has been removed, but a chapter-wide enforcement section is added later, which still includes skateparks.

Trails - § 4.35.210

We recommend a more succinct statement regarding Council establishment and termination of trails.

We also recommend removal of the prohibition on alcohol and drugs – not in order to encourage their use on trails – but due to it being duplicative of the rule already provided in section 4.35.040.

We further recommend that city officials be permitted to post signs on the trail, and that we provide an exception for medical emergencies that impede or obstruct the trail.

Equestrian Park - § 4.35.220

As above, we needn't repeat the ban on alcohol, drugs or gambling, in light of section 4.35.040.

Violations – Penalty - § 4.35.230

This proposed section makes any violation of park rules an Infraction. By state law, any infraction may be punished by up to \$750, but does not carry with it the possibility of jail time. Alternatively, the City could impose up to a \$1,000 fine for violations of city code.

The section makes it clear that the city could pursue other remedies, such as injunctions, trespass notices, or both administrative and criminal actions.

We welcome additional direction as we undergo this fairly comprehensive review of the chapter. Questions regarding the changes may be directed either Kresta Robinson or me.

Paul Roberts

**ORDINANCE NO. 16-09**

**AN ORDINANCE AMENDING CHAPTER 4.35 OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO CITY PARKS AND TRAILS.**

**WHEREAS**, the City owns and maintains multiple public spaces throughout the City which have recreational value, such as parks, trails and multi-use open spaces; and

**WHEREAS**, the City Council, from time to time, must amend its codes to reflect changing circumstances and legal requirements associated with its facilities; and

**WHEREAS**, the Council finds that the amendments to this Chapter will improve the management of these public spaces for the benefit of all residents and visitors and improve the health and welfare of the City's inhabitants,

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Amendment.** The following sections of Syracuse City Municipal Code are hereby amended as attached in Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 3. Effective Date.** This Ordinance shall become effective immediately after publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10th DAY OF May, 2016.**

**SYRACUSE CITY**

ATTEST:

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Cassie Z. Brown, City Recorder

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Mayor Terry Palmer

Voting by the City Council:

“AYE” “NAY”

|                        |     |     |
|------------------------|-----|-----|
| Councilmember Anderson | ___ | ___ |
| Councilmember Bolduc   | ___ | ___ |
| Councilmember Gailey   | ___ | ___ |
| Councilmember Lisonbee | ___ | ___ |
| Councilmember Maughan  | ___ | ___ |

## Exhibit A

## Chapter 4.35 CITY PARKS AND TRAILS

### Sections:

- [4.35.010](#) Definitions.
- [4.35.020](#) Authority to establish.
- [4.35.030](#) Care of parks, trails and multi-use open space.
- [4.35.040](#) Alcoholic beverages, drugs or gambling.
- [4.35.050](#) Open fires.
- [4.35.060](#) Nuisances.
- [4.35.065](#) ~~Trespass notices.~~
- [4.35.070](#) Motor vehicles and speed limit.
- [4.35.080](#) Signs and advertising.
- [4.35.090](#) Animals.
- [4.35.100](#) Golf and archery.
- [4.35.110](#) Athletic games.
- [4.35.120](#) Personal profit or financial gain.
- [4.35.130](#) Hours of closure.
- [4.35.140](#) Park availability.
- [4.35.150](#) Entertainment and similar activities.
- [4.35.160](#) Concessions.
- [4.35.170](#) Property reservations and fees.
- [4.35.180](#) Camping or sleeping overnight.
- [4.35.190](#) Skatepark.
- [4.35.200](#) Aquaculture facilities.
- [4.35.210](#) Trails.
- [4.35.220](#) Equestrian park.
- [4.35.230](#) ~~Violations – Penalty.~~

### 4.35.010 Definitions.

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~~For purposes of this chapter:~~

- (A) ~~Parks and Trails Defined. For purposes of this chapter, a “pPark” or “trail” shall be defined as~~ means real property owned, leased or controlled by the City and operated and maintained by the City, ~~and which property~~

is set apart for the use of the general public as developed ground primarily utilized for active and passive recreational uses, ~~parking areas for such uses, and which is usually, or may be, planted with trees, lawns and other landscaping, and which may include within its boundary facilities for sports, entertainment, dancing, recreation, swimming~~ or is planned for such future use.

(B) ~~Multi-Use Open Space Defined. For purposes of this chapter, "m~~Multi-use open space" ~~shall be defined as means~~ real property owned, leased or controlled by the City and operated and maintained for a primary purpose which is ~~related to utility utilities, health or health and or safety-related~~, but which also provides incidental recreational use. A multi-use open space is not a park or a trail.

#### **4.35.020 Authority to establish.**

The ~~City Council~~ may establish such reasonable rules and regulations as may be necessary for the use, control, management and protection of the public parks and trails and for multi-use open space.

**Comment [PR1]:** Does the Council want to retain this, or delegate rulemaking authority to Parks & Rec Department?

#### **4.35.030 Care of parks, trails and multi-use open space.**

(A) In any park, trail or multi-use open space owned or operated by the City, it shall be unlawful to cut, break, move, take or otherwise injure, destroy or deface any trees, shrubs, plants, turf, rock or any building, fence, bridge, sign or other structure, or pollute any spring or stream.

(B) No person shall dump any earth, rubbish or other substance or material in or upon any park, trail or multi-use open space without written permission from the City.

(C) No person shall throw or deposit litter in any park, trail or multi-use open space within the City except in public receptacles and in such a manner that the litter will ~~be prevented from being carried or deposited by the elements~~ ~~not be blown by wind~~ upon any part of the property or upon any street or other public place. Where public receptacles are not provided ~~or are full~~, all such litter shall be carried away from the property by the persons responsible for its presence ~~and properly disposed of elsewhere~~.

(D) All persons and groups reserving facilities under this chapter shall leave the property clean and in good repair. Persons violating this section may be barred from further reservation of the facilities, ~~at the discretion of the City Council.~~

**Comment [PR2]:** Does the City Council want to reserve this administrative action, or delegate it to the Parks & Rec Director?

(E) It shall be unlawful to scratch, cut, injure or deface any of the buildings, fences, structures or other property or pollute any of the fountains, ponds or any other improvements; or to cut or injure flowers or flowerbeds within

a park; to walk upon turf or seeded areas where posted; or for the owner of any dog to allow the same to run at large within the parks, trails or multi-use open space.

#### **4.35.040 Alcoholic beverages, drugs or gambling.**

The sale, consumption or possession of intoxicating liquors or beverages, ~~and dangerous or narcotic~~ illegal drugs, or gambling of any kind, is prohibited in all parks, ~~and~~ on all trails, and on multi-use open space properties of the City. Smoking is prohibited within any park or multi-use open space, or upon any trail of the City.

**Comment [PR3]:** Do we want to prohibit smoking in public parks and on trails? State law permits us to do so. See UCA § 26-38-6(2).

#### **4.35.050 Open fires.**

No person shall make or kindle any open fire except in designated fireplaces, fire pits, ~~and~~ grills provided for this purpose, or in privately owned and portable commercially manufactured grills. Grills provided for public use shall be on a first come, first served basis. After use, all coals shall be drowned, cooled and removed from the property by the user.

#### **4.35.060 Improper conduct, Nuisances and criminal activity.**

(A) It shall be unlawful for any person to use threatening, ~~abusive, insulting or indecent~~ language; to commit any obscene or ~~indecent lewd~~ act in violation of state law; to fight; ~~or to create a public disturbance or~~ maintain a nuisance in any park, trail or multi-use open space; or to violate posted rules or regulations.

(B) Any person ~~who loiters in a park, trail or multi-use open space under the influence of alcohol or drugs or~~ who ~~otherwise~~ disturbs the peace of park users by aggressively begging, soliciting money or goods, or making undue noise between the hours of 10:00 p.m. and 7:00 a.m., or engaging in disruptive activities shall be deemed to create a nuisance. For purposes of this section, a person solicits aggressively when that person does so in an "aggressive manner," as defined by Utah Code Ann. § 41-6a-1009(8), as amended.

(C) It is unlawful for any person or persons to ~~create any nuisance or~~ commit any offense that is in violation of state law or City ordinance or fail to obey the lawful ~~directives and/or~~ orders from any Law Enforcement Officer or ~~their a~~ designated City official.

#### **4.35.065 Trespass notices.**

(A) The City Parks and Recreation Director or a City Law Enforcement Officer may issue trespass notices against those who violate state laws within the park, who engage in violent or threatening behavior, or who have violated park rules on more than one occasion.

(B) A person who has received a trespass notice may, within ten (10) days of receiving the trespass notice, appeal the notice by filing a written appeal with the City Recorder. An appeal of a trespass notice is heard by the City Manager. At the hearing, the person may cross-examine any witnesses produced by the city, and a trespass notice is upheld if a preponderance of the evidence supports its issuance.

(C) Trespass notices shall be effective for up to one year and shall restrict the person from entering into or upon any park owned or operated by the City. Those who violate a trespass notice are subject to prosecution for criminal trespass, as provided in Utah law.

#### **4.35.070 Motor vehicles and speed limit.**

No person shall ride in or drive any motor vehicle upon any park, trail or multi-use open space except upon roads, parking areas or other hard-surfaced areas designated for motor vehicle operation. This shall not apply, however, to motorized equipment used within the property by officers or employees of the City, the Department of Wildlife Resources, or other county or state agency in the performance of their official duties. It is prohibited for any person to commit any act, by use or operation of any motor vehicle on any park, trail or multi-use open space, which if committed upon a public highway or street in the state, would be prohibited and unlawful.

(A) Speed Limit. Speed limits for motor vehicles within all parks, trails or multi-use open spaces, or their parking areas shall be 45-10 miles per hour unless otherwise posted.

(B) Manner of Operation. No motor vehicles shall be operated in a careless or reckless manner to such an extent that it will endanger the peace, health and safety of any other person or animal within the property.

(C) Parking. There shall be no parking at any time except in areas designated for such purposes. Abandoned vehicles shall be towed at owner's expense. No one shall test or repair any vehicle or mechanical device in any park, trail or multi-use open space.

#### **4.35.080 Signs and advertising.**

(A) Regulatory Signs. Where signs have been posted under the direction of City officials on any City-owned or City-leased property regulating walking, entertainment, sports, use of vehicles, parking, instructions as to animals, fishing, swimming or containing other regulatory information, it is unlawful for any person to violate the provisions of such regulatory signs.

(B) Other Signs and Advertising. No person shall, without written permission of the Parks Superintendent and Recreation Director or his/her designee, erect, paint, paste or otherwise affix or distribute any signs,

**Comment [PR4]:** Some level of due process should be provided if we decide to provide for trespass notices. See e.g. *Catron v. City of St. Petersburg*, 658 F.3d 1260, 1269 (11<sup>th</sup> Cir. 2011); *Vincent v. City of Sulphur*, F.Supp.3d 626, 639-40 (W.D. La. 2014); *Cuellar v. Bernard*, 2013 WL 1290215, \*4-5 (W. D. Texas March 27, 2013). Appeals could be made to any administrative body; considering the slight interest at stake, the level of process due is quite low. As such, an appeal to the city manager or a designee would be appropriate process.

advertisements or circulars on parks, trails or multi-use open space. ~~The sale of anything or the solicitation of funds or donations is forbidden.~~ No person may sell goods or services in parks, except upon written permission from the City.

#### 4.35.090 Animals.

Except in the City's equestrian park, horses, cattle, and livestock of any kind are prohibited in any park. Domestic animals, i.e., dogs or cats, on a leash no more than six feet in length and under the control of a person may be brought into parks, trails and multi-use open spaces. It is unlawful for any person to hitch or fasten any animal to any tree, shrub, fountain, monument, lamppost or any other ornament growing or situated in any public street, public park or place within the corporate limits of the City. It is unlawful for any person to allow any animal under his control to ~~stand near enough to any such trees or shrubs~~ to bite, ~~scratch~~ rub against or otherwise injure trees or shrubs ~~the same~~.

No person shall annoy, interfere with, injure, release from confinement, or abandon any fowl, or animal, wild or domestic, in a City park or on a trail, or in multi-use open space.

No person shall set a trap or snare, or shoot, injure, or poison any ~~wild~~ animal or bird in a park, trail, or multi-use open space, or injure or destroy any nest, except as authorized by an Animal Regulatory Officer.

#### 4.35.100 Golf and archery.

Practicing, playing or using public park areas, trails or multi-use open spaces for golf and archery is prohibited.

#### 4.35.110 Athletic games.

Permits are required for using City property for organized athletic events. Permits will be issued by the City and shall not interfere with City sponsored athletics or other events. A valid permit shall be displayed upon request in order to avoid conflicts in the use of facilities. Persons failing to honor a valid permit may be denied future permits to use the facilities.

#### 4.35.120 Personal profit or financial gain.

Reservations for park areas or multi-use open spaces or facilities shall not be granted for personal profit or financial gain without written permission from the City.

#### 4.35.130 Hours of closure.

(A) It shall be unlawful for any person, minor or adult, to be on any City park or multi-use open space, parking lot or sidewalk within property boundaries during between the hours ~~of 12:00 midnight and 5:00 a.m.~~ from dusk

**Comment [PR5]:** Do we want to retain this policy? You can adopt tiers of fees – those for non-residents or non-local ventures (whether for-profit or otherwise), and those for residents or local businesses. We should also consider whether to include non-profit or charitable organizations.

until dawn, except as otherwise posted or permitted by the City. The City shall reserve the right to lock any gate or chain any door offering access to any property or building in order to restrict night-time usage thereof.

(B) This section does not apply to the following:

- (1) An individual or group involved in a City-sponsored activity where a City employee or an agent of the City is present.
- (2) In any areas that may be designated for overnight camping, provided those camping possess a permit therefor.
- (3) By written permit; provided, that the possessor of the permit strictly complies with the requirements therein.

(C) The City ~~Administrator-Manager~~ or his designee may temporarily close or curtail activities upon any City-owned lands or waters, or any portions thereof, when it has been deemed to be in the best interest of public safety, conduct, health or order.

#### **4.35.140 Park availability.**

~~(A) Certain P~~park facilities and multi-use open spaces may be reserved for use subject to their availability, their good repair or maintenance, and seasonal considerations any day between April 15th and October 15th. Facilities and spaces available for reservation are identified in the City's Consolidated Fee Schedule. The City reserves the right to withhold reservations for any given day during the period of availability for any City sponsored event or if the City determines there is necessary maintenance, cleanup, repair, or other work of an extraordinary nature that needs to be performed on any property or facility.

~~(B)-The use of city park facilities by organized sports teams, whether for practice or competition, must first pay the reservation fees associated with the facility the team will be using. Teams may not use facilities without payment of fees, even if the facilities are vacant when the teams wish to use the facilities, and must provide proof of reservation upon request by City officials. For purposes of this section, organized sports teams means any group of individuals, regardless of age, that participate in league or tournament play.~~

#### **4.35.150 Entertainment and similar activities.**

No commercial entertainment, demonstration, exhibition, meeting, concert or tournament, whether public or private, shall be given in any park, trail or multi-use open space without having obtained the written permission

from the City. ~~This section does not prohibit free expression activities, such as non-commercial demonstrations, protests, or assembly for non-commercial purposes.~~

#### 4.35.160 Concessions.

No person may sell food, drinks, or other items in the park, trail or multi-use open space except as may be permitted by special contract approved by the City.

#### 4.35.170 Property reservations and fees.

In general, park, trail and multi-use open space usage is available on “first come, first served” basis. Planned events in which a reservation has been obtained shall have priority over events or uses that have not obtained a reservation.

(A) Reservations. Application for reservation of amenities may be made at the City office.

(B) Fees. A fee set by resolution shall be charged and collected at the time of reservation.

(C) Keys. Keys to reserved facilities may be picked up at the City offices on the last working day prior to the date of the reservation and returned on the first working day thereafter. A deposit shall be required and shall be forfeited if the key is lost or damaged. No such key shall be duplicated except by authorized City personnel.

#### 4.35.180 Camping or sleeping overnight.

Camping or sleeping overnight in City parks, trails or multi-use open space is prohibited without first obtaining a permit from the City.

#### 4.35.190 Skatepark.

(A) In any skatepark facility owned or operated by the City of Syracuse, the use of ~~bicycles of any type, scooters, similar devices, and~~ motorized vehicles is prohibited.

(B) Persons riding a skateboard, ~~bicycle or scooter,~~ or using roller skates, or in-line skates in a skatepark facility owned or operated by the City shall, without City supervision, skate at their own risk. The use of safety equipment including helmets, kneepads, elbow pads, and wrist guards is ~~strongly recommended.~~

(C) Any person ~~riding a skateboard, roller skates, or in-line skates in~~ using the facility shall exercise extreme caution, respecting the use of the facility by other ~~skaters/users,~~ and complying with all ~~other City ordinances pertaining to public peace, morals, and welfare~~ rules or applicable ordinances.

**Comment [PR6]:** We may require the use of safety equipment. There are some concerns from our police department about effective and efficient enforcement.

(D) It is unlawful for any obstacles, including ramps, rails, or similar equipment or material not constructed as part of the skatepark, to be on the premises including, but not limited to, parking lots, sidewalks, grass areas, spectator areas, or other City property.

(E) ~~It is unlawful for any u~~Users or spectators ~~to not~~should report any damaged facilities or hazardous conditions to the City.

(F) It is unlawful for any person to organize events at the skatepark facility without prior written approval from the ~~Director of~~Parks and Recreation Director or his/her designee. The City reserves the right to organize, promote, sponsor, and rent the facility for special events and may preempt other scheduled events at its own discretion ~~if necessary~~.

(G) It is unlawful for any person to ~~skate in the use~~ skatepark facilities before dawn ~~and~~or after dusk on any day. The facility shall be open to the public dawn to dusk unless otherwise posted. The operating schedule of the facility may be curtailed at the discretion of the City for inclement weather, special events, unforeseeable circumstances, or for repairs to the skatepark.

(H) Any person who fails or refuses to comply with the provisions of this section and who is injured while using the skatepark facility shall be deemed negligent.

~~(I) Any person failing to comply with the above stated rules and regulations is guilty of an infraction and subject to citation.~~

#### **4.35.200 Aquaculture facilities.**

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(A) Fishing. The use of any park with aquaculture facilities for the purpose of fishing must be in compliance with Title 23, Utah Code Annotated 1953 (Wildlife Resources Code of Utah), the rules and proclamations promulgated thereunder, orders issued pursuant thereto, and the provisions of this section.

(1) Ice skating and/or ice fishing shall not be allowed on any lake, pond, reservoir or stream within an aquaculture facility.

(B) Swimming. Except by special permit issued by the City Council, no person shall swim, bathe or wade in the waters of any fountain, pond, lake or stream not set aside for the purpose of swimming, bathing or wading or pollute the waters of any fountain, pond, lake, reservoir, or stream in any public park or playground. Domesticated animals are prohibited from swimming in any City park aquatic facility.

This section shall not apply to rescue efforts or the care and maintenance of aquaculture facilities.

(C) Flotation Devices – Motorized Boats or Flotation Devices. No person shall ride in or drive any motorized boat upon any lake, pond or stream within said aquaculture facilities. This shall not apply, however, to motorized boats used within the park by officers or employees of the City or of the Department of Wildlife Resources in the performance of their official duties in the care and clean-up of the facilities. Self-propelled boats, which are limited to small row boats (12 feet or less), float tubes, kick boats (pontoon boats), kayaks, paddle boats, and canoes will be allowed within said aquaculture facilities. In accordance with Utah law, all boats are required to have at least one Type 1, 2, 3, or 5 U.S. Coast Guard approved personal flotation device (life jacket) of proper size, in serviceable condition, and each person aboard any boat shall wear a personal flotation device at all times. All personal flotation devices must be used in accordance with the age, weight, activity, and use restrictions listed on the U.S. Coast Guard approval label.

(D) Model Boating. No person shall engage in model boating in, on or upon the waters of any aquaculture facility in the City of Syracuse.

(E) Aquatic Animals. No person is to put in or around any lake, pond or stream any type of nonnative or domesticated fish, frog, or any other kind of amphibian or aquatic animal including, but not limited to, goldfish, frogs, lizards, snakes, etc.

#### **4.35.210 Trails.**

~~Public T~~rails may be ~~established along specified corridors within the City from time to time designated~~ by the City Council ~~designating areas as such trails. After initial establishment of any trail, and~~ the City Council ~~shall thereafter have the right to may~~ terminate such areas as trails upon majority vote of the City Council.

Designated trails located within the City shall be maintained by the City. Such maintenance shall include mowing, watering and providing general maintenance to vegetation and facilities located within the designated trail areas pursuant to a maintenance plan and schedule determined by the City.

Trails established for pedestrian and nonmotorized vehicle usage shall generally be subject to all parks regulations. To ensure the safety and enjoyment of citizen usage, protection of wildlife, and of the natural resources, the following restrictions shall apply to all trails within the City:

(A) No horses or other equestrian animals shall be allowed on any pedestrian trail. All dogs, cats or other pets shall be on a leash no longer than six feet long.

(B) No motorized vehicles shall be allowed except for medical and regulatory agencies, i.e., police, animal control, maintenance and construction vehicles approved by the City.

(C) ~~No consumption of alcoholic beverages and/or drug usage, possession, or sale shall be allowed on any trail.~~ It is forbidden to operate a bicycle under the influence of drugs or alcohol on any trail.

(D) Cyclists riding two abreast shall not impede the normal movement of trail pedestrians and shall be subject to riding within a single lane. Cyclists shall maintain a safe speed along trails and shall be able to stop bicycles within 25 feet from a speed of 10 miles per hour on dry, level, clean pavement. Persons riding bicycles, skateboards, and roller blades shall yield to pedestrians.

(E) No marking, disfiguring, or tampering with the trail surface or its surrounding area shall be permitted without consent from the City.

(F) All trail users shall obey trail signs posted. No individual shall post signs upon any trail, except City officials.

(G) No trail user shall, ~~under any~~except in emergency medical circumstances, ~~be permitted to~~ impede or obstruct a trail right-of-way.

#### **4.35.220 Equestrian park.**

The City's equestrian park shall be used mainly for activities involving horses and other domesticated animals. The City shall govern the use of the equestrian park and may prohibit specific activity uses. In addition to regulations for all parks generally, the following regulations shall be enforced at the equestrian park:

(A) The park may be used on a "first come, first served" basis unless prior reservations have been approved by an individual or group at the City office.

(B) Users of the equestrian park shall assume full liability for injury or damages of any nature that may occur to animals, people or property while using the equestrian park and shall hold the City harmless from any and all incidents, injuries, damages or occurrences that may arise out of the use of the rodeo grounds, the conduct of users' agents, employees or members of users' organizations, the presence, movement or operation of users' vehicles and/or trailers, and the animals present at the rodeo arena.

(C) Users of the park shall not keep, maintain, or leave any personal property at the park without the written consent of the City, and without paying additional fees as established by the City Council.

(D) No animals shall be allowed to run free outside of the equestrian park boundaries.

~~(E) As with all other parks, possession, sale, or consumption of alcoholic beverages and dangerous or narcotic drugs, or gambling of any kind, is prohibited at the equestrian park.~~

(EF) Use of the park for demolition derbies is prohibited.

#### **4.35.230 Violations – Penalty.**

~~(A) A person who violates any regulation or rule established under this chapter is guilty of an infraction, and subject to a fine not to exceed \$ \_\_\_\_\_. The City may pursue this penalty through either criminal or civil administrative processes, at the City's sole discretion.~~

~~(B) A prosecution under this section does not prohibit the City from pursuing additional or alternative remedies to abate nuisances or enforce its rules.~~

**Comment [PR7]:** This section is new in order to address violations of any park rule. The maximum penalty for a city code violation is \$1,000, and the penalty for an infraction is up to \$750. The Council should designate the fine they would like to see imposed. Serious violations will be prosecuted as violations of the state code.



# CITY COUNCIL WORK MEETING

May 10, 2016

## **Agenda Item #16**

## **FORMATION OF AD HOC PARK DESIGN COMMITTEE**

### **Summary**

The City Council may create subcommittees of an ad hoc nature to advise the Council generally.

Two councilmembers have requested the formation of a Park Design Committee, which would function on an ad hoc basis. As such, there will not be a need to adopt an ordinance or go through more rigorous processes associated with standing committees, commissions and boards.

Details as to the membership, scope, and length of time for service should be established by the Council in its resolution. A draft resolution with basic provisions and its anticipated scope is included in the packet. The resolution will need to be finalized between the Work and Regular sessions if you wish to take action on it during the May 10 meeting.

Paul Roberts

## **RESOLUTION R16-26**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL FORMING AN AD HOC COMMITTEE TO ADVISE THE COUNCIL ON THE ISSUE OF PARK DESIGN.**

**WHEREAS**, the City owns multiple park properties which have not yet been developed to completion; and

**WHEREAS**, the City Council desires to engage in a park design process, drawing upon the expertise of certain individuals, and the input of residents from neighborhoods throughout the City; and

**WHEREAS**, the Council is permitted to form advisory committees pursuant to Syracuse Municipal Code § 2.10.130, to advise the City Council on issues affecting the City; and

**WHEREAS**, the Council finds that the creation of an ad hoc, Park Design Advisory Committee, will aid the Council in determining the appropriate development and placement of amenities in park spaces within the City,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Formation.** The Council hereby forms the Park Design Advisory Committee. Membership of this Committee shall include two Councilmembers: [NAME] & [NAME], [INSERT OTHER KNOWN PARTICIPANTS], and the councilmembers serving on the Committee may invite residents to participate as members of the Committee. The committee shall be composed of volunteers; none of the resident volunteers shall receive compensation or a stipend for their work on the Committee.

**Section 2. Scope.** The Committee shall consider the placement of park amenities, playground and sports equipment, parking areas, vegetation and trees, and trails or other improvements associated with City-owned parks. It shall recommend a prioritized list of such improvements, taking into consideration all of the parks within the City. [ADD AS APPROPRIATE]

**Section 3. Time to Complete Assignment.** It is anticipated that the Park Design Advisory Committee shall complete its work by [DATE]. If the Committee has not yet completed its work by that date, it shall report back to the Council and request an extension of its completion date. Upon completion, the Committee shall submit a report of its recommendations to the City Council.

**Section 4. Effective Date.** This Resolution shall become effective immediately.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10<sup>th</sup> DAY OF MAY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Anderson | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Maughan  | _____ | _____ |

**EXHIBIT “A”**

## Parks Design Committee

**Mission:** The Parks design committee will serve to evaluate the current city parks land, proposed city park land, and public green spaces within the city limits to make sure a diverse and equitable opportunity for citizens across the city is available within our parks offering. This committee will be tasked with producing proposed master plans for undeveloped park spaces that will include potential amenities, best uses, and community service development opportunities. These plans and recommendations will be presented to the city to serve as means for expediting the development of these lands.

**Term of Service:** This committee will serve to accomplish this specific assignment and will dissolve at the end of the assigned project.

### Committee Structure:

Councilmember to chair the committee: Councilman Maughan

Staff advisors to the committee: Noah Steele and Kresta Robinson

Volunteer Citizens Committee members:

At least one member will reside:

west of 3000 West and north of Antelope Drive

west of 3000 West and south of Antelope Drive

between 3000 West and Bluff Street south of Antelope Drive

south of 2700 South and West of 1000 West

east of 1000 West

east of 2000 West and north of Antelope Drive

1000 and 2000 West and South of Antelope Drive

At least one member of the committee will have a background: Landscaping, recreational sports, competitive league sports teams, some equestrian background, a specific knowledge of trees, experience with public volunteer projects.

*It is important to have as diverse a committee as possible. One member may meet more than one of these criteria and more than one member may meet the same criteria.*

Up to 9 citizens for a committee of no more than 12. In addition to the 12 the Mayor and City Manager are always welcome.

The committee will be formed from applicants sending an email letter of interest. Past members of the Parks Advisory Committee will be invited to apply.