



SYRACUSE CITY
Syracuse City Council Regular Meeting Agenda
June 14, 2016 – 6:00 p.m.
City Council Chambers
Municipal Building, 1979 W. 1900 S.

1. Meeting called to order
Invocation or thought
Pledge of Allegiance
Adopt agenda
2. Presentation of the Syracuse City and Wendy's "Award for Excellence" to Teara Bennett and Cole Flinders.
3. Request to be on the agenda: Dan Aamodt of Lone Peak Events re: Ghost Town Triathlon.
4. Approval of Minutes:
 - a. Work Session of May 10, 2016.
 - b. Regular Meeting of May 10, 2016.
 - c. Work Session of May 24, 2016.
5. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes.
6. Proposed Resolution R16-28 awarding a contract for liability and property insurance coverage for Fiscal Year 2017.
7. Accept or Deny Petition 2016-01 requesting the annexation into Syracuse City 237.46 acres of property located at approximately 2000 West and Gentile Street and forward to the City Recorder for certification.
8. Proposed Ordinance 16-16 amending Titles Seven and Eight of the Syracuse City Code as they pertain to cul-de-sacs and engineering design standards.
9. Proposed Ordinance 16-20 amending the existing zoning map of Title Ten of the Syracuse City Code by changing from Residential (R-2) to Residential (PRD) the parcel of property located at approximately 1972 S. 2000 W.
10. Minor Subdivision Plan Approval, Jensen Park Estates, located at approximately 3025 S. Bluff Road.
11. Final Subdivision Approval, Keller Crossing Phase 2, located at approximately 1975 S. 1000 W.
12. Public Hearing – Proposed Resolution R16-29 adopting the certified tax rate provided by Davis County and adopting the Fiscal Year 2016-2017 budget.
13. Proposed Resolution R16-30 authorizing and directing the participation of Syracuse City in the public employee's retirement system and the public safety retirement system of the Utah retirement systems for fiscal year 2016-2017.
14. Proposed Resolution R16-31 adopting the Fiscal Year 2016-2017 wage scale.
15. Public Hearing – Proposed Resolution R16-27 authorizing the adoption of the 2016 Storm Water Management Program for Syracuse City, Utah.
16. Public Hearing – Proposed Resolution R16-32 amending the Syracuse City Consolidated Fee Schedule by making adjustments throughout.
17. Public Hearing – Proposed Resolution R16-33 adjusting the Syracuse City Budget for Fiscal Year ending June 30, 2016.
18. Proposed Resolution R16-34 authorizing the Mayor to execute an Interlocal Agreement with Davis County regarding animal services.
19. Proposed Ordinance 16-17 amending various provisions of Titles Two and Three of the Syracuse Municipal Code pertaining to disorderly conduct, removal proceedings, Youth Court, Youth City Council, Council Liaisons, and Volunteer Coordinators.
20. Proposed Ordinance 16-18 adopting Chapter 2.15 of the Syracuse City Municipal Code pertaining to appointment procedures.

21. Proposed Ordinance 16-19 amending Subsection 2.10.010(B) and enacting Section 2.45.060, relating to appointments to certain local districts.
22. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes.
23. Councilmember Reports.
24. Mayor Report.
25. City Manager Report.
26. 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).
27. 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 9th day of June, 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 June 9, 2016.

CASSIE Z. BROWN, CMC
SYRACUSE CITY RECORDER



COUNCIL AGENDA

June 14, 2016

Agenda Item #2

Presentation of the Syracuse City and Wendy's "Award for Excellence" to Teara Bennett and Cole Flinders for the month of June 2016.

Factual Summation

- Any questions regarding this item can be directed at CED staff. Please see the attached memos regarding the Award recipients for June 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 Teara Bennett and Cole Flinders for the month of June.



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: June 14, 2016

Subject: Presentation of the Syracuse City & Wendy's Award for Excellence Teara Bennett and Cole Flinders

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

Teara Bennett: Teara Bennett is one of the hardest working, determined students in the class. Teara believes in the importance of facing any difficult or unknown challenge with great determination. Even when she is afraid to try something, she will set it in her mind that she can do it. Teara has overcome many challenges both academically and socially. Teara believes in the importance of education. Even though school has been difficult at times, she continues to push herself to succeed.

This past year Teara has tried to be a friend to everyone in the class. She has cared about others in the class. Over the last year, she has also asked teachers what she can do to help get things done. She has always been willing to do whatever was asked of her. On many accounts, she has been seen helping others without even being asked. Teara has also improved academically in the last year. She has taken on many challenging math concepts. Every time she did not understand a concept or math strategy, she would ask for help. She was also very willing to share with others what she learned. Teara does a wonderful job to work in groups and is a supportive partner during different class activities. In Reading and writing Teara has accomplished great growth. She loves to write. She makes sure that she takes her time and that what she would like to say in her writing comes across clear and concise. Teara has also worked very hard in reading comprehension. She takes the time to understand an article or text and connects it with real life experiences.

If Teara keeps up this strong desire to be successful, she will become a great asset to society. She has shown her whole class what it means to stay determined, focused, and has a great love of learning. Teara's teachers have expressed great in having the opportunity to have Teara in their class. Ms. Orme, her teacher said "I have learned a lot through her great example; I also know that others have as well."

Nominated by Wendy Orme, 4th Grade, Bluff Ridge Elementary

Cole Flinders: Cole Flinders is an amazing student and an extraordinary young man! He is intuitive and pays close attention to the feelings of others. He willingly extends himself to students who are struggling socially and goes out of his way to include others in his friendship circle. He is an excellent peer tutor for his classmates who are challenged academically. He works with them to help them understand and grasp concepts in such a way that he builds and strengthens their ability to be successful academically, but more importantly he builds their desire to risk and feel valued. He has a maturity that goes beyond his 10 years of age. He has come to me on several occasions to express his concern regarding a sensitive situation that he has observed in the classroom or in other school settings. He asks for advice on how he can help; and with great sensitivity and wisdom has even offered counsel on how the teacher might improve her approach in dealing with challenging situations. She challenged him at the beginning of the year to broaden and enrich his reading horizons. He has risen to the challenge given to him and has become an avid reader of a vast variety of books. Some of the most favorite moments with Cole have involved animated discussions of books

that we both love. Cole is very appreciative and will often express his gratitude for some small effort that I have extended on his behalf. His enthusiasm for life, learning and his ability to communicate unconditional love to others makes him a very worthy recipient of this Award of Excellence. She states that she's honored to be his teacher!

Nominated by Patty Brown, 4th Grade, Bluff Ridge Elementary.

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

June 14, 2016

Agenda Item #3

Request to be on the agenda: Dan Aamodt of Lone Peak Events re: Ghost Town Triathlon.

Factual Summation

- Staff received a request to be on the agenda accompanied by the following email:

All,

We had a wonderful time at your event and are looking forward to working with you at future events in Syracuse.

I have two questions:

- 1) We would like to present something to the city at your next City Council meeting. When would that be and how can I get on the agenda for 5 minutes?
- 2) We would like to propose a couple of dates for next year's event. Who can I discuss this with ?

Thanks again.

Dan

Dan Aamodt
LONE PEAK EVENTS
www.lonepeakevents.com



COUNCIL AGENDA

June 14, 2016

Agenda Item #4

Approval of Minutes.

Factual Summation

- Please see the draft minutes of the following meeting(s):
 - a. Work Session of May 10, 2016.
 - b. Regular Meeting of May 10, 2016.
 - c. Work Session of May 24, 2016.

- Any question regarding this agenda item may be directed at Cassie Brown, City Recorder.

Minutes of the Syracuse City Council Work Session Meeting, May 10, 2016

Minutes of the Work Session meeting of the Syracuse City Council held on May 10, 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 (arrived at
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.; discuss and review the formatting of Syracuse City utility bill; discuss and review the Syracuse City Purchasing Policy; review the following items forwarded by the Planning Commission: Criddle Farms Subdivision, Preliminary Plat Approval and requested fee waiver for General Plan/Zone change, Proposed Resolution R16-20 amending the Syracuse City General Plan Land Use Map related to 4.7 acres located at 1972 S. 2000 W., 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., 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; review agenda item 13: Authorize Execution of Professional Services Contract for review of unbilled or mis-billed utility services; review agenda item 14: Proposed Resolution R16-11 approving amendments to the bylaws of the Syracuse City Arts Council; review agenda item 15: Proposed Ordinance 16-09 amending Chapter 4.35 of the Syracuse City Municipal Code pertaining to City Parks and Trails; review agenda item 16: Proposed Resolution R16-26 forming an ad hoc committee to advise the Council on the issue of park design.; and discuss Council business.

9:10:30 PM

1 **Agenda review**

2 Mayor Palmer briefly reviewed the agenda for the business meeting to begin at 7:30 p.m.

3

4 [9:10:51 PM](#)

5 **Discussion and review of the formatting of Syracuse**

6 **City utility bill.**

7 A staff memo from the Finance Director explained the City currently has a utility bill that collects all city utilities
8 and the North Davis Sewer District utility. The City Council has shown interest in modifying the utility bill to show it as a
9 dual bill and to add the North Davis Sewer District logo to the bill. Here are some options that we are looking at:

- 10 ○ Option 1: - Change description on utility line to say North Davis Sewer District.
- 11 ○ Option 2: - Put an * next to the sewer charge and have a box below that has the NDSB logo and have it say
12 something like “North Davis Sewer District charges. For questions please call 801-825-0712.”
- 13 ○ Option 3: - Split the top of the bill to have a dual bill with both logos. It could say something like
14 “Syracuse City and North Davis Sewer district combined bill”. You could put the NDSB logo to the right
15 of the wording.

16 We have provided an example of a revised utility bill for your review. This is only a draft and could be changed and
17 modified as the council wishes.

18 [9:10:56 PM](#)

19 Councilmember Maughan stated that he appreciates the options provided by staff and he would like to incorporate
20 option two, but that it may be possible to combine options one and two and incorporate them on the utility bill. Discussion
21 among the Council and staff centered on formatting of the utility bill, with Finance Director Marshall indicating he will
22 consider the feedback provided by Council to include information on the bill to differentiate between City charges and
23 charges from the NDSB.

24

25 [9:14:59 PM](#)

1 **Discussion and review of Syracuse City Purchasing**

2 **Policy.**

3 A staff memo from the Finance Director explained the City last completed a comprehensive review of the
4 purchasing policy on July 8, 2014. I have attached our latest version of the policy for your review. The comprehensive
5 review used the Utah State Auditor's office purchasing policy template as a guide in restructuring the purchasing policy.
6 This document can be found on page 62 in the uniform accounting manual located on the state auditor's website at
7 <http://auditor.utah.gov/wp-content/uploads/sites/6/2014/06/Uniform-Accounting-Manual-2014.pdf>. Staff has also compared
8 the purchasing policy with policies used in a few nearby cities and the results of that research is included in the Council
9 packet.

10 [9:15:12 PM](#)

11 Mr. Marshall reviewed his staff memo.

12 [9:15:56 PM](#)

13 Council discussion of the policy centered on bidding limits and the bid process, with Councilmember Maughan
14 stating he would like to eliminate the requirement for bidders to submit sealed bids for certain projects or purchases. Forcing
15 bids to be sealed can create time constraints for bidders and he would prefer that bidders be allowed to submit electronic bids
16 as well.

17 [9:21:05 PM](#)

18 Mayor Palmer suggested that the Council forward additional concerns they have regarding the purchasing policy to
19 Mr. Marshall and Mr. Bovero.

20
21 [9:22:07 PM](#)

22 **Review items forwarded by the Planning Commission:**

23 **Criddle Farms Subdivision, Preliminary Plat Approval**

24 **and requested fee waiver for General Plan/Zone change.**

1 A staff memo from the Community and Economic Development (CED) Department provided the following
2 information about the application:

3	Current Zoning:	PRD
4	Annexation/Concept Plan Date:	12/10/13
5	Total Area:	20.61 Acres
6	Development Agreement Density Allowed:	6.7 units/acre (134 units)
7	Concept Plan # of Lots:	99 lots
8	Preliminary Plan # of Lots:	101 lots

9 Following is the excerpt from the minutes from the April 5, Planning Commission meeting:

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

12 4/19/16 -7:44 PM

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

19 7:48 PM

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

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

28 An additional staff memo explained the Criddle Farms subdivision is separated into two halves, the "north" half
29 which is 36 acres and the "south" half which is 20 acres. The south half is annexed, has the desired zoning, concept plan, and
30 is at the preliminary plat approval stage. The northern half is not as far down the road for development. It is not currently

1 annexed and the applicant has proposed a general plan map amendment to change from R-1 to R-2. This application was
2 reviewed by the Planning Commission on March 15th and was forwarded to City Council on April 12th with a
3 recommendation for denial. During the City Council meeting on the 12th, an idea was discussed to look at both the north and
4 south zoning together by changing the general plan/zoning map to R-3 for the entire project and create a development
5 agreement outlining the objectives for both parties. This would essentially spread the density more evenly across the project
6 but result in a similar number of development lots while creating a desirable trail amenity for the neighborhood. Both the
7 applicant and city willingly agreed to explore this development option, not as a requirement of approval but as an alternative
8 that could be mutually beneficial. Under this scenario, the applicant would apply for a general plan change from A-1 to R-3
9 on the north and the current zoning can be designated at time of annexation. For the south parcel, the applicant would submit
10 application for both a general plan and rezone map change from PRD to R3. The fees associated with those three applications
11 would total approximately \$1,500. Permission is requested at this time, for the council to waive the zoning/ general plan map
12 fees associated with the R-3 development scenario.

13 [9:22:32 PM](#)

14 City Planner Steele reviewed the staff memos.

15 [9:23:59 PM](#)

16 Councilmember Maughan stated the documentation provided to the Council regarding this development indicated that
17 the majority of the concerns expressed by the Planning Commission have been addressed. He asked if that is the case. Mr. Steele
18 answered yes, but reiterated the Planning Commission still recommended denial of the application. They expressed concerns
19 regarding open space and landscaping plans. Discussion centered on the provision of open space in the development and Mr.
20 Steele indicated that the Council could grant approval of the application tonight with the understanding that the City will continue
21 with negotiations with the application relative to a development agreement for the project. Councilmember Gailey stated he has
22 attended Planning Commission meetings during which the plan for this development has been discussed and the plan meets the
23 City's ordinances, with the exception of those items listed in the staff report. He stated that given that the project has met the
24 criteria included in the ordinance, he does not see how the Council could deny the application at this time. Mr. Steele agreed that
25 the project meets the quantifiable criteria in the ordinance; there may be other requirements that are not quantifiable and those are
26 the issues that the Planning Commissions debate of the project has centered on.

27 [9:30:50 PM](#)

1 Mayor Palmer stated that the project originally planned for the subject property was planned to be a Planned Residential
2 Development (PRD) and the development agreement for the project included stipulations relative to quality of construction. He
3 asked if the Council will have an opportunity to consider those items at a future date. Mr. Steele answered yes; the initial
4 development agreement calls for an additional development agreement that must include architectural standards, a detailed
5 landscape plan, and an open space plan.

6 [9:32:38 PM](#)

7 Mr. Steele asked if the Council is willing to consider a fee waiver for the general plan amendment the applicant would be
8 required to pursue for the project. Discussion centered on that request, with the Council ultimately indicating they are comfortable
9 waiving additional fees as fees were initially paid at the onset of the project.

10

11 [9:33:13 PM](#)

12 **Review items forwarded by the Planning Commission:**
13 **Proposed Resolution R16-20 amending the Syracuse**
14 **City General Plan and land use map related to 5.21 acres**
15 **located at 1972 S. 2000 W.**

16 A staff memo from the Community and Economic Development (CED) Department provided the following
17 information about the application:

18	Location:	1972 S. 2000 W.
19	Current Zoning:	R-2
20	General Plan:	R-3
21	Requested GP:	PRD
22	Total Area:	5.21 Acres
23	R-2 Density Allowed:	14 lots (3 lots/gross acre)
24	PRD Density Allowed:	31 lots (6 lots/gross acre – developer
25		indicated he is proposing only 16)

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

10 [9:33:26 PM](#)

11 Mr. Steel reviewed the staff memo and emphasized the only issue before the Council this evening is the General Plan
12 amendment and the Council should not be considering the design of a potential subdivision at this time. This decision is a
13 legislative decision regarding a requested land use. The Planning Commission initially recommended denial of the application
14 based on the property size, but they have since recommended approval since the size of the property has been increased.

16 [9:37:29 PM](#)

17 **Review items forwarded by the Planning Commission:**
18 **Proposed Ordinance 16-15 amending the zoning map of**
19 **Title 10 of the Syracuse City Code by changing from A-1**
20 **(Agriculture) to R-2 (Residential) the parcel of property**
21 **located at approximately 920 S. 4000 W.**

22 A staff memo from the Community and Economic Development (CED) Department provided the following
23 information about the application:

24	Location:	920 S. 4000 W.
25	Current Zoning:	A-1
26	Proposed Zoning:	R-2

1	General Plan:	R-2
2	Property Acreage:	23.1 Acres
3	Permitted Maximum R-2 Density:	3 units per acre
4	Potential Gross Units with R-2 Zoning:	69

5 Following is the excerpt from the minutes from the May 3 Planning Commission meeting:

6 COMMISSIONER DAY MADE A MOTION TO APPROVE THE REZONE PROPERTY LOCATED AT 920 S
7 4000 W FROM A-1 TO R-2 RESIDENTIAL. COMMISSIONER JENSEN SECONDED THE MOTION. ALL
8 WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

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

14 [9:37:51 PM](#)

15 Mr. Steele reviewed the staff memo.

16
17 [9:39:29 PM](#)

18 **Review agenda item 12: Proposed Resolution R16-24**
19 **authorizing the Mayor to execute a Real Estate Purchase**
20 **Contract (REPC) related to property located at 507 West**
21 **2700 South.**

22 A staff memo from the City Attorney explained the City's Transportation Master Plan has identified the need to
23 expand 500 West, including the road to the East of a residential property located at 507 W. 2700 S. An opportunity to
24 purchase the property through amenable terms has arisen. The property owner has informally agreed to the sale of the
25 property to the City for \$150,000.00. Approval of this Real Estate Purchase Contract, and authorization to execute all
26 necessary, subsequent documents in order to complete the land transfer, will permit the City to move forward with the

1 acquisition. Obtaining property under these circumstances is favorable to both parties; the land owner need not complete
2 otherwise required upgrades to the property, and the City need not relocate a family or resident as part of the future widening
3 project or pay for the increased value of those upgrades which the property owner would otherwise make. As we mentioned
4 in our April 12 memo, the Planning Commission unanimously recommended the acquisition. By approving this resolution,
5 you will authorize the Mayor to sign the REPC and all other documents necessary in order to complete the property sale. We
6 anticipate that the transaction will be completed quickly after receiving your approval.

7 [9:39:42 PM](#)

8 Mr. Bovero reviewed the staff memo. Council discussion briefly centered on the road widening project that is cause
9 for the property transaction.

10
11 [9:43:02 PM](#)

12 **Review agenda item 13: Authorize Execution of**
13 **Professional Services Contract for review of unbilled or**
14 **mis-billed utility services.**

15 A staff memo from the City Attorney explained the City recently posted a Request for Proposals for companies to
16 help identify unbilled or misbilled utility services (specifically, culinary water). As its name suggests, utility services which
17 are either misbilled or unbilled will result in some people inappropriately getting free or reduced price water. These can arise
18 from inadvertent actions, such as mistaken connections by homebuilders, or they can arise from deliberate actions such as
19 homeowners intentionally bypassing the meter, using unmetered hydrants, or similar schemes. ISI Water Company provided
20 the only response to the City's RFP. They are an experienced company with a record of analyzing utility data and assisting
21 in correcting misbillings based upon both accidental and intentional conduct. It is proposed that the Council authorize the
22 Mayor to execute an Agreement with ISI Water Company, consistent with the terms provided by that company in its
23 proposal. ISI proposes that it share in increased revenues associated with accounts after corrective action is both
24 recommended and taken, for three years from the date of correction. It proposes that it receive 60% of the increased revenue.
25 As this is a performance-based proposal, ISI would only receive compensation if its information led to actual revenue
26 generation from the identified account. Ultimately, the cost of misbilled or unbilled service is passed along to all other users

1 of the water system. Thus, implementing this service may serve to postpone rate increases as the cost of delivery continues
2 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
3 service or if it proves to be administratively burdensome. By approving this resolution, you will authorize staff to draw up,
4 and the Mayor to sign, an agreement with ISI to provide this service, consistent with the general terms provided in the
5 proposal.

6 [9:43:13 PM](#)

7 Mr. Bovero reviewed his staff memo.

8 [9:45:18 PM](#)

9 Councilmember Maughan stated he likes the idea of addressing the problem of mis-billing, but the proposal
10 indicates that action to collect for unbilled services will be applied retroactively and he is not sure how that can happen. Mr.
11 Roberts stated that retroactive billing would only be considered in the event there is evidence someone has intentionally
12 tampered with equipment to skew billing data. For all other instances, billing amounts will only be adjusted going forward.

13 [9:46:19 PM](#)

14 Councilmember Anderson asked if it will be possible to require the consultant to report when they find cases of
15 overbilling. Mr. Bovero stated he will confer with the consultant regarding that matter.

16 [9:46:59 PM](#)

17 Councilmember Bolduc inquired about the sharing of private information of utility users with the consultant. Mr.
18 Roberts indicated the contract calls for some information sharing, but confidentiality measures are included in the agreement.

19 [9:47:46 PM](#)

20 Continued high level Council discussion centered on the terms of the agreement, with the Council ultimately
21 concluding they would like Mr. Bovero to visit further with the consultant regarding revenue sharing terms included in the
22 agreement.

23

24 [9:53:18 PM](#)

25 **Review agenda item 14: Proposed Resolution R16-11**

26 **approving amendments to the bylaws of the Syracuse**

1 **City Arts Council.**

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

- 7 - The Arts Council’s second objective has been further redacted to remove the phrase “workshops and other
8 appropriate means.” (Art. II, § 1(B)).
- 9 - The third objective has replaced “engage in and subsidize” with “encourage and sponsor,” and also
10 removed a redundant provision that says they will comply with the law. (Art. II, § 1(C))
- 11 - Provides that votes to remove board members must take place in a public meeting, although discussions of
12 competence may take place in a closed session. (Art. IV, § 3)
- 13 - Allows Board to appoint Interim Board Members while the appointment process moves forward with the
14 Mayor and Council. As discussed in Council meeting, this would be limited to up to 20% of the vacant
15 Board positions. (Art. IV, §5)
- 16 - Elimination of distinction between Working Funds and Permanent Funds. (Art. VII, §2)
- 17 - Broadens scope of offering by replacing the term “plays” with the term “shows” or “productions.” (Art. IX,
18 § 1; Art. XIII, § 1)
- 19 - Removes the goal of fostering the enjoyment of production staff (Art. XIII, § 1(E)).

20 The other recommended amendments have not been modified.

21 [9:53:33 PM](#)

22 Mr. Roberts reviewed his staff memo and summarized the changes to the bylaws document. Councilmember
23 Maughan stated the Arts Council has reviewed the recommended changes as well and they are comfortable with them.
24 Discussion briefly centered on the section of the document that specifies that no member of the Arts Council group should
25 have the ability to profit in relation to their position, with Mayor Palmer indicating that due to lack of time it will be
26 necessary to conclude discussion of the matter during the business meeting.

1 [9:58:16 PM](#)

2 **Review agenda item 15: Proposed Ordinance 16-09**
3 **amending Chapter 4.35 of the Syracuse City Municipal**
4 **Code pertaining to City Parks and Trails.**

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

- 10 • Rulemaking authority & barring groups/individuals - § 4.35.020 & 4.35.030(D)
 - 11 ○ The Council has reserved the right to promulgate rules and to make a decision of whether to bar an
12 individual or group from making reservations at facilities. These are tasks which could be delegated to the
13 Parks & Recreation Director, City Manager, or another city official.
- 14
- 15 • Smoking - § 4.35.040
 - 16 ○ Current code does not list smoking as unlawful in city-owned parks, trails or recreational facilities. The
17 City may prohibit smoking, if it wishes to do so.
- 18 • Nuisances - § 4.35.060
 - 19 ○ Current code includes some ambiguous terms which arguably could lead to suppression of protected speech
20 under the constitutions of both the United States and the State of Utah. It is recommended that the
21 language punishable under City code be limited to threats. Obscene or lewd acts are only prohibited if they
22 fall under well-established state laws.

23 The current code also prohibits people from loitering while under the influence of alcohol or drugs (this is not
24 limited to illegal drugs in the code), or who disturbs park users by soliciting, making undue noise, or engaging in disruptive
25 activities. It is strongly suggested that this provision be amended to prohibit only aggressive soliciting, as an outright ban
26 against soliciting in a public forum is likely unconstitutional. Multiple courts have upheld similar bans against aggressive

1 solicitation – which refers to a person following, touching or pervasively antagonizing the person being solicited. It is
2 unclear to what type of conduct “disruptive activities” refers, and it is recommended that this be removed, as well.

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

5 • Trespass Notices - § 4.35.065

6 ○ When individuals violate the rules of the park, a citation does not prohibit them from returning the next
7 day and committing the same offenses. This section expressly allows peace officers or the Parks
8 Director to issue trespass notices against those who repeatedly violate rules, who are threatening, or
9 who violate state laws.

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

18 • Signs & Advertising - § 4.35.080

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

20 • Animals - § 4.35.090

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

25 • Personal Profit or Gain - § 4.35.120

26 ○ Current code prohibits someone for reserving park areas and multi-use spaces for personal profit or
27 financial gain. This policy could be re-visited in order to capture additional revenue from those who wish

1 to make reservations of city facilities for financial gain. For instance, if a person wanted to rent the Jensen
2 Pond Nature Center in order to hold a seminar for prospective clients, this would be prohibited by the
3 ordinance. Rather than prohibit the use, the City could establish a separate fee for business uses of City
4 facilities.

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

- 8 • Hours of Closure - § 4.35.130

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

- 14 • Park Availability - § 4.35.140

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

- 20 • Entertainment & Similar Activities - § 4.35.150

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

- 23 • Skatepark - § 4.35.190

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

26 When it comes to safety equipment, staff recommends that ordinance only strongly recommend the equipment. The
27 underlying reason for this recommendation is that city staff do not have sufficient resources to enforce that type of rule. If

1 the city cannot enforce the rule, then it is not recommended that we adopt a rule which could potentially open the city up to
2 liability for negligent supervision. The specific violation section has been removed, but a chapter-wide enforcement section is
3 added later, which still includes skateparks.

- 4 • Trails - § 4.35.210
 - 5 ○ We recommend a more succinct statement regarding Council establishment and termination of trails.
 - 6 ○ We also recommend removal of the prohibition on alcohol and drugs – not in order to encourage their use
7 on trails – but due to it being duplicative of the rule already provided in section 4.35.040.
 - 8 ○ We further recommend that city officials be permitted to post signs on the trail, and that we provide an
9 exception for medical emergencies that impede or obstruct the trail.
- 10 • Equestrian Park - § 4.35.220
 - 11 ○ As above, we needn't repeat the ban on alcohol, drugs or gambling, in light of section 4.35.040.
- 12 • Violations – Penalty - § 4.35.230
 - 13 ○ This proposed section makes any violation of park rules an Infraction. By state law, any infraction may be
14 punished by up to \$750, but does not carry with it the possibility of jail time. Alternatively, the City could
15 impose up to a \$1,000 fine for violations of city code.
 - 16 ○ The section makes it clear that the city could pursue other remedies, such as injunctions, trespass notices, or
17 both administrative and criminal actions.

18 [9:58:48 PM](#)

19 Parks and Recreation Director Robinson and City Attorney Roberts reviewed the staff memo and the proposed
20 changes to Title Four of the City Code and Council discussion of the proposal centered on park reservations and policing of
21 reservation activities.

22
23 [10:05:30 PM](#)

24 **Review agenda item 16: Proposed Resolution R16-26**
25 **forming an ad hoc committee to advise the Council on**
26 **the issue of park design.**

1 A staff memo from the City Attorney explained The City Council may create subcommittees of an ad hoc nature to
2 advise the Council generally. Two councilmembers have requested the formation of a Park Design Committee, which would
3 function on an ad hoc basis. As such, there will not be a need to adopt an ordinance or go through more rigorous processes
4 associated with standing committees, commissions and boards. Details as to the membership, scope, and length of time for
5 service should be established by the Council in its resolution. A draft resolution with basic provisions and its anticipated
6 scope is included in the packet. The resolution will need to be finalized between the Work and Regular sessions if you wish
7 to take action on it during the May 10 meeting.

8 This item was not discussed during the work session meeting.

9
10 [10:05:52 PM](#)

11 **Council business**

12 The Council had a brief discussion regarding the format of City Council meetings, with Councilmembers Lisonbee
13 and Maughan suggesting that the Council no longer hold a work session meeting on the second Tuesday of the month in
14 favor of convening in a business meeting only that will begin at 6:00 p.m. They also suggested that the meeting schedule on
15 the fourth Tuesday of the month be maintained, but that the Council reserve the option of holding a special business meeting
16 on those evenings to deal with pressing items.

17
18
19 The meeting adjourned at 7:02 p.m.

20
21
22 _____
23 Terry Palmer
24 Mayor

Cassie Z. Brown, CMC
City Recorder

25
26 Date approved: _____

Minutes of the Syracuse City Council Regular Meeting, May 10, 2016

Minutes of the Regular meeting of the Syracuse City Council held on May 10, 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

7:08:33 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. Boy Scout Kyle Porter of Troop 439 provided an invocation. Police Chief Atkin then provided a thought in recognition of National Peace Officers Memorial Day, which is May 15, 2016.

7:17:15 PM

COUNCILMEMBER LISONBEE MOVED TO ADOPT THE AGENDA. COUNCILMEMBER MAUGHAN SECONDED THE MOTION; ALL VOTED IN FAVOR.

7:17:28 PM

2. Presentation of the Syracuse City and Wendy's "Award for Excellence"

to Adel Roennebeck and Tyler Reynolds for the month of May, 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 May 2016 were nominated by the Syracuse Elementary
8 School.

9 Adel Roennebeck:

10 Every school is filled with amazing students who light the world with their fresh vision and enthusiasm. Syracuse
11 Elementary is no exception. Adel Roennebeck is one of those bright, shining stars that lights our world with new
12 hope and energy.

13 Adel is always prepared, willing to help, and is a natural leader. In choir, she will help set up and stay late to clean
14 up. One particular day, the conductor was a little late getting into the room and Adel had everyone seated and was
15 practicing a song. There are about 140 members of the choir, so this was no easy feat. Her bright, willing attitude,
16 along with her cheerful smile, are infectious as she enthusiastically follows directions and gives her all. Adel will
17 redo assignments until she submits her best work. She has served on the student council and was a representative
18 for our school at the district STEM Fair this year. She is a great asset to the choir and helps Syracuse Elementary
19 shine ever brighter.

20

21 Tyler Reynolds:

22 Tyler Reynolds is a 5th grade student in the Chinese Immersion program at Syracuse Elementary. He has shown
23 great academic responsibility and performance and has very strong Chinese language skills. He solves difficult
24 problems and absorbs new material very quickly. He finishes all his school work in class and is always willing to
25 help his fellow students patiently and with a positive attitude. He is very reliable, academically proficient and
26 optimistic. He is just as responsible in his English studies as he is in Chinese. Tyler participates in the school’s

1 enrichment program (SEM) in the subject of math. He is motivated and mature enough to see that it takes effort and
2 work to be successful. He strives to always improve and give his 100% effort in everything he does.

3
4 He is a friend to everyone and includes shy classmates at recess so they don't feel lonely or left out. His fellow class
5 members feel like Tyler is their best friend. He has never been heard speaking unkind words about anyone and is a
6 great example to all who know him. Tyler is also an exemplary sportsman and has earned the right to represent
7 Syracuse Elementary at the 5th grade District Decathlon to be held in May. Tyler's teachers are so happy to have him
8 as a student, and are looking forward to the recognition of all his admirable qualities.

9

10 [7:25:32 PM](#)

11 3a. Citizen Recognition: Presentation of certificates to graduates of
12 recent CERT training course.

13 A staff memo from the Fire Chief explained The Fire Department recently hosted a CERT Course, which is a
14 program that prepares participants to be able to help themselves, their family and their neighbors in the event of a disaster.
15 CERT teams also help the community year-round by helping with community emergency plans, neighborhood exercises,
16 preparedness outreach, and workplace safety. In addition to supporting emergency responders during a disaster, the CERT
17 program builds strong working relationships between emergency responders and members of our community." Completion
18 certificates will be presented to: Neal Briggs, Caroline Briggs, Terry Palmer, Grant Tanner, Sharon Tanner, Corinne Bolduc.

19 [7:25:38 PM](#)

20 Chief Froerer reviewed his memo and presented each of the CERT graduates named in his memo with a certificate
21 of recognition from the Fire Department.

22

23 [7:29:34 PM](#)

24 3b. Citizen Recognition: Recognition of graduating Youth Court
25 members.

26 An administrative staff memo explained Councilmember Anderson serves as the City Council's liaison to the
27 Syracuse City Youth Court and she, along with Youth Court Advisors, asked that the Council formally recognize members of

1 the Youth Court that are part of a high school graduating class; some of these members have served for up to four years and
2 provided a valuable service to the City.

3 [7:29:43 PM](#)

4 Councilmember Anderson summarized the memo and indicated that the Youth Court is very valuable program in the
5 City as it provides an avenue for first time youth offenders to appear before their peers to receive a sentence of community
6 service in lieu of a charge being included on their record. The members of Youth Court meet once a week and some have
7 been serving for four years; she thanked them for the time they dedicated. She then recognized the following graduating
8 members of the Youth Court: Anna Elmer, Ashley Robertson, Chelsea Martin, Jaquelle Norton, Jessica Hadley, Keanu
9 Hansen, Mariah Pickard, Rosalie Beeli, and Takara Peterson. She also recognized the Youth Court Advisors, Lori Smith and
10 Christian Silva, and thanked them for the valuable service they provides to the community.

11

12 [7:34:41 PM](#)

13 4. Approval of Minutes:

14 The following minutes were reviewed by the City Council: Work Session of March 29, 2016, Work Session of April
15 12, 2016, Regular Meeting of April 12, 2016, and Special Meeting of April 15, 2016.

16 [7:35:05 PM](#)

17 Councilmember Maughan corrected a typographical error in the minutes where the word “sated” was used instead of
18 the word “stated”. Councilmember Bolduc also corrected a typographical error where the word “devilment” was used in
19 place of the word “development”.

20 [7:36:16 PM](#)

21 COUNCILMEMBER GAILEY MADE A MOTION TO APPROVE THE MINUTES LISTED ON THE AGENDA
22 AS AMENDED. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

23

24 [7:36:28 PM](#)

25 5. Public comments

26 Mike Norton stated his daughter is one of the graduating members of the Youth Court and he thanked the City for

1 recognizing all the hard work they have dedicated to their positions. It is an amazing program and he is grateful the City
2 supports it. He then stated that he travels to work daily and drives past Ellison Park in Layton and Barnes Park in Kaysville;
3 he grew up in Clinton and has watched as the field that was located across the street from his home was developed into a very
4 large park. One thing he would like to convey as a citizen is that he would like to see the Council take the initiative to look
5 into the future and plan for a large central park in Syracuse. The City currently has many different parks that are being
6 managed as best the Parks and Recreation Department can, but there are many benefits of a centralized park that can support
7 the increase in sports participation that has happened in Syracuse City. Councilmember Lisonbee indicated such a project is
8 'in the works'. Mr. Norton stated he is grateful that as he feels it is very important; there is a need for a place to play by many
9 local teams and having it located centrally would help the Parks Department as well. He concluded that during recent caucus
10 meetings he heard that many other cities are live streaming their meetings and he asked if Syracuse is doing the same.
11 Councilmember Lisonbee answered yes and referred Mr. Norton to the City's website for a link to live streaming audio of
12 Council meetings.

13
14 [7:39:47 PM](#)

15 6. Discussion and action regarding location for wall ball structure.

16 A staff memo from the Parks and Recreation Director explained the council was given a proposal on April 26, 2016
17 for the recommended locations of the Wall Ball proposed by Jay Meyer, Syracuse Lacrosse Representative. Proposed Park
18 locations included: Rock Creek Park, Fremont Park, Linda Vista Park and Stoker Park. Pros and cons were given for each
19 location, and after careful consideration the council narrowed the locations to Rock Creek Park and Fremont Park. The memo
20 concluded staff is seeking approval and location for the Wall Ball.

21 [7:40:02 PM](#)

22 Parks and Recreation Director Robinson reviewed her staff memo. Jeff Ross stated that he is appreciative of the
23 Council considering the request to locate a wall ball structure at a local park.

24 [7:41:30 PM](#)

25 Councilmember Maughan stated he feels the best potential for future Lacrosse tournaments it at Rock Creek Park.
26 Discussion centered on the benefits of using Rock Creek Park, after which the Council ultimately concluded they could
27 support the wall ball structure at that location. Ms. Robinson noted that the group that will complete the installation of the

1 structure has committed to install netting at the park to keep lacrosse balls from being hit onto newly hydro seeded areas at
2 the Park.

3 [7:44:57 PM](#)

4 COUNCILMEMBER MAUGHAN MADE A MOTION TO LOCATE THE WALL BALL STRUCTURE AT
5 ROCK CREEK PARK. COUNCILMEMBER GAILEY SECONDED THE MOTION.

6

7 [7:45:17 PM](#)

8 7. Criddle Farms Subdivision: Preliminary Plat approval for property
9 located at 4000 W. 1200 S.; and request for waiver of fees for General
10 Plan/Rezone process.

11 A staff memo from the Community and Economic Development (CED) Department provided the following
12 information about the application:

13	Current Zoning:	PRD
14	Annexation/Concept Plan Date:	12/10/13
15	Total Area:	20.61 Acres
16	Development Agreement Density Allowed:	6.7 units/acre (134 units)
17	Concept Plan # of Lots:	99 lots
18	Preliminary Plan # of Lots:	101 lots

19 Following is the excerpt from the minutes from the April 5 Planning Commission meeting:

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

23 Following is the excerpt from the minutes from the April 19 Planning Commission meeting:

24 COMMISSIONER JENSEN MADE A MOTION TO DENY THE PRELIMINARY SITE PLAN
25 APPROVAL FOR CRIDDLE FARMS SOUTH AND RECOMMEND DENIAL TO THE CITY
26 COUNCIL BASED ON THE FACT THAT SPECIFICALLY IT DOES NOT ADEQUATELY MEET
27 THE REQUIREMENTS IN 10.75.040 ADDITIONAL LOT STANDARDS RELATING TO TREES AND

1 LANDSCAPING TO BREAK UP THE LOOK OF THE DEVELOPMENT WITH THE FINDING
2 ADDITIONALLY THAT THE OPEN SPACE AND COMMON SPACE IS NOT OF HIGH ENOUGH
3 QUALITY FOR THE DEVELOPMENT. COMMISSIONER THORSON SECONDED THE MOTION.
4 VOTE ON MOTION: ALL WERE IN FAVOR EXCEPT CHAIRMAN VAUGAHN WHO VOTED NAY.
5 MOTION CARRIED WITH A 4 TO 1 MAJORITY VOTE. COMMISSIONER VAUGHAN STATED HE
6 VOTED NAY FOR REASONS BEING BELIEVES THEY HAVE MET ALL THE CONDITIONS.
7 COMMISSIONER JENSEN STATED IT IS ULTIMATELY UP TO CITY COUNCIL IN ANY CASE.

8 This property was annexed into the city with a development agreement. The agreement determines the max density,
9 housing type (single family), open space, trail, and concept plan.

10 Nevertheless, the project is required to go through the preliminary and final subdivision process during which modifications
11 to the plan can be made as required by ordinance. Please review the attached documents for additional detail.

12 An additional staff memo explained the Criddle Farms subdivision is separated into two halves, the "north" half
13 which is 36 acres and the "south" half which is 20 acres. The south half is annexed, has the desired zoning, concept plan, and
14 is at the preliminary plat approval stage. The northern half is not as far down the road for development. It is not currently
15 annexed and the applicant has proposed a general plan map amendment to change from R-1 to R-2. This application was
16 reviewed by the Planning Commission on March 15th and was forwarded to City Council on April 12th with a
17 recommendation for denial. During the City Council meeting on the 12th, an idea was discussed to look at both the north and
18 south zoning together by changing the general plan/zoning map to R-3 for the entire project and create a development
19 agreement outlining the objectives for both parties. This would essentially spread the density more evenly across the project
20 but result in a similar number of development lots while creating a desirable trail amenity for the neighborhood. Both the
21 applicant and city willingly agreed to explore this development option, not as a requirement of approval but as an alternative
22 that could be mutually beneficial. Under this scenario, the applicant would apply for a general plan change from A-1 to R-3
23 on the north and the current zoning can be designated at time of annexation. For the south parcel, the applicant would submit
24 application for both a general plan and rezone map change from PRD to R3. The fees associated with those three applications
25 would total approximately \$1,500. Permission is requested at this time, for the Council to waive the zoning/general plan map
26 fees associated with the R-3 development scenario.

27 [7:45:32 PM](#)

1 City Planner Steele reviewed the staff memo.

2 [7:47:09 PM](#)

3 Council discussion of the item centered on the implications of the action the Council is being asked to take tonight;
4 Councilmember Maughan emphasized that the Council is considering land use and not the actual development plan for the
5 property, which will come before the Council at a later time. Mr. Steele stated the land use has already been determined and
6 the action before the Council tonight is the preliminary plat for the project. He added the original concept plan for the project
7 contained 99 lots and the updated preliminary plat contains 101 lots; the development agreement for the project allows for 6.7
8 units per acre, which equates to 134 units, but given the open space requirements of the PRD zone he does not believe it
9 would be possible to develop that many lots as the proposed project is a single family development with no attached units.
10 Discussion then centered on the definition of open space included in the City's zoning ordinance and City Attorney Roberts
11 indicated the light green areas included on the preliminary plat qualify as open space according to the current definition.
12 Councilmember Lisonbee asked if the current plan meets the 50 percent open space requirement, to which Mr. Steele
13 answered yes. Councilmember Lisonbee asked if the calculation includes side or rear yard or any other areas around homes
14 as part of the common space calculation. Mr. Steele provided the differentiation between common space and open space and
15 noted that with the two combined, the applicant is meeting the 50 percent requirement. Common space is currently 29
16 percent. Councilmember Maughan stated that the common space requirement is actually 20 percent and he asked if the spaces
17 directly behind homes were removed from that calculation, would the project still meet the 20 percent common space
18 requirement. Mr. Steele stated he is unsure the answer to that question and would need to perform additional calculations.

19 [7:53:58 PM](#)

20 Councilmember Gailey stated that it may be necessary to revisit the definitions of open space and common space in
21 order to provide greater clarity for future project, but his interpretation of the current definitions is that they only specify what
22 is not considered open space rather than what is. The ordinance is somewhat vague, but he believes that the applicant has
23 substantially met the requirements of the ordinance and he recommends the application be approved in good faith and allow
24 discussion and negotiations regarding the project to continue. Councilmember Lisonbee also acknowledged other discussions
25 are underway and the City will have some control over the project via the development agreement. She asked if the project is
26 vested according to the preliminary plat design if it is approved tonight and she stated that she will abstain from voting if that
27 is the case. She stated the current plat is something she cannot support, although with minor changes she could support it.

1 [7:56:14 PM](#)

2 Councilmember Maughan stated that he would like to understand the amount of common space if the areas behind
3 structures were removed from the calculation. Councilmember Anderson stated that some backyard spaces are larger than
4 others. Councilmember Gailey stated he is unsure how the City can require those portions of property to be removed from the
5 calculation given that it meets the current definition of common space. Councilmembers Anderson and Maughan agreed, but
6 Councilmember Maughan stated he would be more comfortable with the understanding that the common space calculation
7 also meets the spirit of the law. Mr. Roberts stated that the plan that has been submitted contains parcels A through F; one of
8 the parcels contains the playground area while others include additional amenities that truly meet the definition of common
9 spaces. When adding those parcels together the calculation is 29 percent of the overall square footage. Councilmember
10 Maughan stated that in that case he does not know how the Council cannot approve the preliminary plat. Councilmember
11 Anderson asked why the trail was relocated. Mr. Steele stated staff asked for the relocation to make the trail more usable by
12 the community at large; the relocated trail will not weave through backyards. Councilmember Lisonbee stated that the
13 relocation creates the burden for the homeowners association (HOA) to clear the sidewalk on 4000 West whenever it snows.
14 Mr. Steele stated the 10-foot asphalt trail will be constructed on 4000 West in lieu of the sidewalk. Councilmember Lisonbee
15 asked if the City will clear the trail or if the HOA will be responsible for that. Mr. Steele stated that the draft version of the
16 development agreement calls for the City to clear the trail.

17 [8:00:52 PM](#)

18 Mr. Roberts stated that if the Council grants approval of the preliminary plat, City staff will proceed with
19 negotiation of a development agreement that will address issues like landscaping, fencing, development plans, and the trail
20 amenities. The development agreement would eventually come back to the Council for review and consideration.
21 Councilmember Lisonbee stated that the trail would become a way for children to walk to and from school and she would
22 hate to put the burden of clearing it on the City because it would become a high priority given its use for travel to and from
23 school. Mr. Steele stated that issue can be discussed through negotiations of the development agreement.

24 [8:02:36 PM](#)

25 COUNCILMEMBER GAILEY MOVED TO GRANT PRELIMINARY PLAT APPROVAL FOR THE CRIDDLE
26 FARMS SUBDIVISION PRELIMINARY PLAT, LOCATED AT APPROXIMATELY 4000 W. 1200 S.

1 COUNCILMEBER ANDERSON SECONDED THE MOTION; VOTING “AYE”: COUNCILMEMBERS ANDERSON,
2 GAILEY, AND MAUGHAN. COUNCILMEMBERS BOLDUC AND LISONBEE ABSTAINED FROM VOTING.

3 [8:03:41 PM](#)

4 Discussion briefly centered on the reason for the request for the fee waiver, with Councilmember Maughan
5 indicating he feels that both the City and the applicant are responsible for the delay in proceeding with this action and for that
6 reason he cannot vote to waive fees. Councilmember Lisonbee stated she supports the fee waiver since the action is to simply
7 change something that the applicant has already applied for and paid application fees. Mr. Steele stated that the applicant has
8 already applied and paid for the general plan amendment and the City has requested that and additional land use change be
9 considered by the applicant.

10 [8:06:28 PM](#)

11 COUNCILMEMBER ANDERSON MOVED TO WAIVE FEES FOR THE CRIDDLE FARMS SUBDIVISION
12 GENERAL PLAN/REZONE PROCESS. COUNCILMEBER GAILEY SECONDED THE MOTION.

13 [8:07:04 PM](#)

14 Councilmember Lisonbee explained the applicant already paid for and applied for a general plan and zone change to
15 the south portion of the property and the City has asked them to reapply for a different zone and staff is recommending the
16 fees be waived because the additional application is being made at the City’s request. She stated she supports the fee waiver
17 and the application because she believes R-3 zoning for the property with nice amenities that reflect the history of the
18 property is much more beneficial to the City and property owner. She also supports helping the applicant proceed through the
19 process as quickly as possible.

20 [8:09:46 PM](#)

21 Mayor Palmer stated there has been a motion and second to approve the fee waiver and he called for a vote; ALL
22 VOTED IN FAVOR.

23

24 [8:10:04 PM](#)

25 8. Proposed Resolution R16-20 amending the Syracuse City General Plan Land

26 Use Map related to 5.21 acres located at 1972 S. 2000 W.

1 A staff memo from the Community and Economic Development (CED) Department provided the following
2 information about the application:

- 3 Location: 1972 S. 2000 W.
- 4 Current Zoning: R-2
- 5 General Plan: R-3
- 6 Requested GP: PRD
- 7 Total Area: 5.21 Acres
- 8 R-2 Density Allowed: 14 lots (3 lots/gross acre)
- 9 PRD Density Allowed: 31 lots (6 lots/gross acre – developer
10 indicated he is proposing only 16)

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

20 [8:10:38 PM](#)

21 Planner Steel reviewed the staff memo.

22 [8:11:19 PM](#)

23 Councilmember Bolduc asked for confirmation that it is not problematic to change the general plan designation for a
24 portion of one of the properties without first subdividing the property. Mr. Steele stated it is not problematic as general plan
25 land use is not required to follow lot lines. Councilmember Lisonbee stated that the general plan change will actually dissect
26 three lots. She asked that action to proceed with subdivision of the property be handled quickly. She also addressed access to

1 the property and stated she believes access through Craig Lane to 2000 West creates access to an arterial road and will create
2 an contiguous homeowners association (HOA) development and meets the requirements of the City Code.

3 [8:14:05 PM](#)

4 COUNCILMEMBER BOLDUC MOVED TO ADOPT RESOLUTION R16-20 AMENDING THE SYRACUSE
5 CITY GENERAL PLAN LAND USE MAP RELATED TO 5.21 ACRES LOCATED AT 1972 S. 2000 W.
6 COUNCILMEBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

7

8 [8:14:28 PM](#)

9 9. Proposed Ordinance 16-15 amending the zoning map of Title 10 of the
10 Syracuse City Code by changing from A-1 (Agriculture) to R-2 (Residential) the
11 parcel of property located at approximately 920 S. 4000 W.

12 A staff memo from the Community and Economic Development (CED) Department provided the following
13 information about the application:

14	Location:	920 S. 4000 W.
15	Current Zoning:	A-1
16	Proposed Zoning:	R-2
17	General Plan:	R-2
18	Property Acreage:	23.1 Acres
19	Permitted Maximum R-2 Density:	3 units per acre
20	Potential Gross Units with R-2 Zoning:	69

21 Following is the excerpt from the minutes from the May 3 Planning Commission meeting:

22 COMMISSIONER DAY MADE A MOTION TO APPROVE THE REZONE PROPERTY LOCATED AT 920 S
23 4000 W FROM A-1 TO R-2 RESIDENTIAL. COMMISSIONER JENSEN SECONDED THE MOTION. ALL
24 WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

25 The applicant has requested a rezone from A-1 Agriculture to R-2 Residential with the intention of developing a
26 residential subdivision in accordance with the allowances in the R-2 Zone. The surrounding area is zoned R-1 and R-2 with
27 development that complies with the densities allowed in those zones. There are 2 roads stubbed into the property at 4

1 locations (Killarney Drive and 3695 West). The development will be required to connect these roads This would provide the
2 majority of the neighborhood easier access to Rock Creek Park.

3 [8:14:54 PM](#)

4 Planner Steel reviewed the staff memo.

5 [8:15:40 PM](#)

6 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT ORDINANCE 16-15 AMENDING THE
7 ZONING MAP OF TITLE 10 OF THE SYRACUSE CITY CODE BY CHANGING FROM A-1 (AGRICULTURE) TO R-2
8 (RESIDENTIAL) THE PARCEL OF PROPERTY LOCATED AT APPROXIMATELY 920 S. 4000 W.
9 COUNCILMEMBER ANDERSON SECONDED THE MOTION.

10 [8:16:26 PM](#)

11 Councilmember Gailey stated he was contacted by a resident who was concerned there may not be adequate water
12 available to serve the property. Mr. Steele stated he has not heard that concern, but noted City staff ensures that sufficient
13 water is available before proceeding with final approval and recordation of a subdivision.

14 [8:17:23 PM](#)

15 Mayor Palmer stated there has been a motion and second to adopt the ordinance and he called for a vote; ALL
16 VOTED IN FAVOR.

17

18 [8:17:39 PM](#)

19 10. Adopt Fiscal Year 2016-2017 Tentative Budget and set public hearing for

20 June 14, 2016 to consider adoption of Final Budget.

21 A staff memo from the Finance Director explained that as required by Utah Code Annotated 10-6-111, the City
22 Budget Officer is required to prepare and file with the governing body a tentative budget for consideration. Each tentative
23 budget shall be reviewed and tentatively adopted during any regular City Council meeting on or before the last meeting in
24 May. As required by Utah Code Annotated 10-6-112, each tentative budget adopted by the governing body and all supporting
25 schedules and data shall be a public record in the office of the city auditor or the city recorder, available for public inspection
26 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

1 governing body shall establish the time and place of a public hearing to consider its adoption and shall order that notice of the
2 public hearing be published at least seven days prior to the public hearing. The City Council should set a public hearing for
3 June 14, 2016 to consider adoption of the final budget.

4 [8:17:56 PM](#)

5 Finance Director Marshall reviewed his staff memo as well as the highlights of the tentative budget.

6 [8:21:36 PM](#)

7 Councilmember Maughan stated he feels changes to the budget are needed. He discussed items such as City
8 contributions to various entities like the Arts Council and the Miss Syracuse Pageant. The Council discussed and debated the
9 concept of offering support, whether in-kind or financial, to various entities. They ultimately concluded to include in the
10 tentative budget \$3,000 for the Arts Council and \$1,500 for the Miss Syracuse Pageant for seed money.

11 [8:42:38 PM](#)

12 Councilmember Maughan stated he desires adjustments to the benchmarks that have been used for the basis of
13 budgeting pay increases for some employees; staff is asking for staff raises in some cases that do not make any sense and he
14 wants to address the policy that is used to conduct benchmarking for employee wages. One issue is an increase that will cause
15 an additional employee to earn more than the top paid City official; this means that two Department Heads would be paid
16 more than the City Manager. He stated he cannot support a budget that contemplates such increases. City Manager Bovero
17 stated he respectfully disagrees and feels the benchmark increases do make sense, but he does not believe there is sufficient
18 time to have an in-depth discussion regarding the methodology for the benchmarking practice. He suggested that when the
19 Council adopts the tentative budget they include a placeholder in the budget for benchmarking increases subject to future
20 discussions.

21 [8:44:39 PM](#)

22 Councilmember Maughan then discussed additional potential budget adjustments including items such as employee
23 recognition in the Police Department budget, costs associated with the ice rink, miscellaneous parks needs, training for the
24 utility software, and funding for the brush truck in the Fire Department.

25 [8:48:26 PM](#)

1 Councilmember Bolduc referenced the budget for the Farmer’s Market; there has been discussion about the purpose
2 of the City’s funding contribution for the event and she wants to clarify that it is for things like stage setup and not
3 entertainment. Councilmember Lisonbee stated she feels \$8,000 is too much money for that purpose and she would prefer to
4 cut that amount in half and enlist the help of volunteers for stage setup.

5 [8:51:29 PM](#)

6 Discussion refocused on the City’s contribution to various entities, such as the Arts Council and Miss Syracuse
7 Pageant. Councilmember Lisonbee stated that she would like to have continued discussion regarding the purpose of those
8 subsidies. Councilmember Gailey stated he can support the previously discussed contributions of \$3,000 and \$1,500 to the
9 Arts Council and Miss Syracuse Pageant, respectively, but he would like to ensure that the entities are being audited and that
10 the City has some control over their operations.

11 [8:55:52 PM](#)

12 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT THE FISCAL YEAR 2016-2017 TENTATIVE
13 BUDGET AND SET A PUBLIC HEARING FOR JUNE 14, 2016 TO CONSIDER ADOPTION OF THE FINAL BUDGET,
14 WITH THE CAVEAT THAT ALL PLACEHOLDERS AND BUDGET AMENDMENTS BE DISCUSSED BE INCLUDED
15 IN THE FINAL BUDGET DOCUMENT PRESENTED TO THE COUNCIL ON JUNE 14, 2016. COUNCILMEMBER
16 MAUGHAN SECONDED THE MOTION; ALL VOTED IN FAVOR.

17
18 [8:56:31 PM](#)

19 11. Public Hearing: Proposed Resolution R16-23 adjusting the Syracuse City
20 budget for the Fiscal Year ending June 30, 2016.

21 A staff memo from the Finance Director summarized the following proposed budget amendments:

- 22 • Proposed changes to **general fund budget**:
 - 23 ○ Increase state grant revenue and police overtime budget by \$15,000 for UDOT Hill Field road
24 project.
 - 25 ○ Transfer \$800,000 to capital projects fund for reservation of future capital equipment or
26 capital projects purchases.

- 1 • Proposed changes to **park maintenance fund budget:**
 - 2 ○ Increase capital outlay by \$35,000 for equestrian park improvements including power and
 - 3 lights.
- 4 • Proposed changes to **street light fund budget:**
 - 5 ○ Increase street light participation revenue and street light installation expense by \$100,000
 - 6 each. The net change to the fund is zero. This is related to new subdivision improvements in
 - 7 the City.
- 8 • Proposed changes to **culinary water fund budget:**
 - 9 ○ Increase culinary maintenance expense by \$40,000 for purchase of new water meters for new
 - 10 home development and replacement of old meters.
 - 11 ○ Increase depreciation expense by \$5,000.
- 12 • Proposed changes to **capital improvement fund budget:**
 - 13 ○ Transfer \$800,000 from general fund to this fund.
 - 14 ○ Increase capital equipment expense by \$150,000 for purchase of type 6 brush truck.
 - 15 ○ Leave remainder of \$650,000 reserved in the capital improvement fund until City Council
 - 16 adopts budget to spend the money.

17 [8:56:51 PM](#)

18 Finance Director Marshall reviewed his staff memo.

19 [8:59:12 PM](#)

20 Mayor Palmer opened the public hearing. There were no persons appearing to be heard and the public hearing was
21 closed.

22 [8:59:30 PM](#)

23 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT RESOLUTION R16-23 ADJUSTING THE
24 SYRACUSE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2016. COUNCILMEMBER BOLDUC
25 SECONDED THE MOTION; ALL VOTED IN FAVOR.

26 [8:59:59 PM](#)

1 Mr. Marshall indicated staff will proceed with publishing the request for proposals (RFP) for the brush truck, but it
2 may be difficult to execute a contract and purchase the equipment prior to the conclusion of the current fiscal year.
3 Councilmember Maughan asked if money from the current budget can be used to complete the transaction in the next fiscal
4 year. Mr. Marshall answered yes.

5
6 [9:01:31 PM](#)

7 12. Proposed Resolution R16-24 authorizing the Mayor to execute a Real Estate
8 Purchase Contract (REPC) related to property located at 507 West 2700 South.

9 A staff memo from the City Attorney explained the City's Transportation Master Plan has identified the need to
10 expand 500 West, including the road to the East of a residential property located at 507 W. 2700 S. An opportunity to
11 purchase the property through amenable terms has arisen. The property owner has informally agreed to the sale of the
12 property to the City for \$150,000.00. Approval of this Real Estate Purchase Contract, and authorization to execute all
13 necessary, subsequent documents in order to complete the land transfer, will permit the City to move forward with the
14 acquisition. Obtaining property under these circumstances is favorable to both parties; the land owner need not complete
15 otherwise required upgrades to the property, and the City need not relocate a family or resident as part of the future widening
16 project or pay for the increased value of those upgrades which the property owner would otherwise make. As we mentioned
17 in our April 12 memo, the Planning Commission unanimously recommended the acquisition. By approving this resolution,
18 you will authorize the Mayor to sign the REPC and all other documents necessary in order to complete the property sale. We
19 anticipate that the transaction will be completed quickly after receiving your approval.

20 [9:01:47 PM](#)

21 COUNCILMEMBER MAUGHAN MADE A MOTION TO AUTHORIZE MAYOR PALMER TO EXECUTE A
22 REAL ESTATE PURCHASE CONTRACT (REPC) RELATED TO PROPERTY LOCATED AT 507 WEST 2700 SOUTH.
23 COUNCILMEMBER GAILEY SECONDED THE MOTION; ALL VOTED IN FAVOR.

24
25 [9:01:56 PM](#)

26 13. Proposed Resolution R16-25 Authorize Execution of Professional
27 Services Contract for review of unbilled or mis-billed utility services.

1 A staff memo from the City Attorney explained the City recently posted a Request for Proposals for companies to
2 help identify unbilled or misbilled utility services (specifically, culinary water). As its name suggests, utility services which
3 are either misbilled or unbilled will result in some people inappropriately getting free or reduced price water. These can arise
4 from inadvertent actions, such as mistaken connections by homebuilders, or they can arise from deliberate actions such as
5 homeowners intentionally bypassing the meter, using unmetred hydrants, or similar schemes. ISI Water Company provided
6 the only response to the City's RFP. They are an experienced company with a record of analyzing utility data and assisting
7 in correcting misbillings based upon both accidental and intentional conduct. It is proposed that the Council authorize the
8 Mayor to execute an Agreement with ISI Water Company, consistent with the terms provided by that company in its
9 proposal. ISI proposes that it share in increased revenues associated with accounts after corrective action is both
10 recommended and taken, for three years from the date of correction. It proposes that it receive 60% of the increased revenue.
11 As this is a performance-based proposal, ISI would only receive compensation if its information led to actual revenue
12 generation from the identified account. Ultimately, the cost of misbilled or unbilled service is passed along to all other users
13 of the water system. Thus, implementing this service may serve to postpone rate increases as the cost of delivery continues
14 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
15 service or if it proves to be administratively burdensome. By approving this resolution, you will authorize staff to draw up,
16 and the Mayor to sign, an agreement with ISI to provide this service, consistent with the general terms provided in the
17 proposal.

18 [9:02:34 PM](#)

19 The Council briefly discussed the proposal to enter into agreement for an analysis of utility data and billing.
20 Councilmember Lisonbee indicated she is comfortable authorizing administration to enter in to the agreement, but only upon
21 negotiation of the revenue sharing terms included in the contract. If the consultant refuses to agree to the revenue sharing
22 amendments requested by the Council, the item should be referred back to the Council for continued discussion.

23 [9:03:23 PM](#)

24 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT RESOLUTION R16-25 AUTHORIZING THE
25 EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR REVIEW OF UNBILLED OR MISBILLED
26 UTILITY SERVICES, UPON NEGOTIATION OF ADJUSTED TERMS OF THE AGREEMENT BETWEEN THE CITY
27 MANAGER AND CONSULTANT.

28 [9:03:58 PM](#)

29 Councilmember Lisonbee asked if the consultant will also be evaluating the functionality of water meters for the
30 City's culinary water system. Mr. Bovero stated that is one component of the agreement; based on anomalies in the billing
31 data, the consultant should be able to detect leaks in laterals or problems with a meter. Councilmember Lisonbee stated it
32 may be possible to create an algorithm that detects such problems and she wondered why City staff does not inspect meters
33 in-house to try to find anomalies rather than giving up potential revenue to the consultant. She still has concerns about the
34 agreement. Mr. Bovero stated that entering into the contract takes that burden off of staff and requires no staff time; all risk is
35 on the contractor. With over 7,000 accounts it may take a lengthy period of time to research leaks and detect malfunctioning
36 meters. If the consultant were to recommend replacement of 2,000 meters, that is something the Council could consider

1 before proceeding. If the City chose not to replace the meters, the consultant would not receive any revenue from their
2 discovery. Councilmember Lisonbee stated she feels there is a risk to losing potential revenue; even if staff took six years to
3 analyze all meters, but the City has the option to keep all revenues associated with any findings, she may prefer that. She is
4 hesitant to proceed with the agreement; she feels there is a need to examine the City's billing practices and that is doable,
5 though there has always been an argument against that because of the manner in which the City meters water. She feels that
6 the City should consider charging for actual use rather than setting a minimum usage amount of 10,000 gallons; that could
7 create a significant difference as well. She feels there are many different options for addressing this issue without entering
8 into a professional services agreement. Councilmember Gailey disagreed and stated this is a very inexpensive way to find out
9 if there are problems with the City's system; there is no cost associated with entering into the agreement, other than the
10 potential loss of revenue that may or may not be there.

11 [9:08:29 PM](#)

12 Public Works Director Whiteley stated that there may be some staff time associated with entering into the
13 agreement, but Mr. Bovero is correct that it would be much more burdensome to handle the scope of work in house; one of
14 the things that would be the most time consuming would be comparing utility data with use and historical averages. The City
15 does not have the staff to take on those duties. Mayor Palmer asked if the City has the expertise to perform the work that will
16 be performed by the consultant. Mr. Whiteley stated it is possible that the City has the expertise, but the City does not have
17 the experience of software needed to perform the work. He does not believe the City could perform the same scope of work
18 as quickly or efficiently as the consultant.

19 [9:10:56 PM](#)

20 Councilmember Maughan stated that much of the work is based upon the software that the consultant has created
21 and he wondered if it will catch things like transfer of ownership of a property that could result in varying uses that could be
22 interpreted as a result of faulty equipment.

23 [9:11:31 PM](#)

24 Councilmember Anderson stated she would like more information about the process that the consultant would
25 follow to complete the work. She suggested tabling this item to allow for continued discussion and a presentation at the next
26 work session before the Council makes a decision. Mr. Bovero stated he can coordinate that.

1 [9:12:24 PM](#)

2 COUNCILMEMBER MAUGHAN MADE A MOTION TO TABLE RESOLUTION R16-25 AUTHORIZING
3 THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR REVIEW OF UNBILLED OR MISBILLED
4 UTILITY SERVICES. COUNCILMEMBER ANDERSON SECONDED THE MOTIN; ALL VOTED IN FAVOR.

5

6 [9:13:01 PM](#)

7 14. Proposed Resolution R16-11 approving amendments to the bylaws of the
8 Syracuse City Arts Council.

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

- 14 - The Arts Council’s second objective has been further redacted to remove the phrase “workshops and other
15 appropriate means.” (Art. II, § 1(B)).
- 16 - The third objective has replaced “engage in and subsidize” with “encourage and sponsor,” and also
17 removed a redundant provision that says they will comply with the law. (Art. II, § 1(C))
- 18 - Provides that votes to remove board members must take place in a public meeting, although discussions of
19 competence may take place in a closed session. (Art. IV, § 3)
- 20 - Allows Board to appoint Interim Board Members while the appointment process moves forward with the
21 Mayor and Council. As discussed in Council meeting, this would be limited to up to 20% of the vacant
22 Board positions. (Art. IV, §5)
- 23 - Elimination of distinction between Working Funds and Permanent Funds. (Art. VII, §2)
- 24 - Broadens scope of offering by replacing the term “plays” with the term “shows” or “productions.” (Art. IX,
25 § 1; Art. XIII, § 1)
- 26 - Removes the goal of fostering the enjoyment of production staff (Art. XIII, § 1(E)).

27 The other recommended amendments have not been modified.

1

2 [9:13:11 PM](#)

3 Council discussion of the bylaws focused on various issues. Councilmember Lisonbee stated she does not feel it is
4 appropriate for any member of the Arts Council to profit from their relationship with the body if tax funds are used to support
5 the entity. Councilmember Maughan stated that he does not believe any member intends to make a profit from their
6 relationship with the body. Councilmember Gailey suggested that the Arts Council be required to submit to an annual audit to
7 catch such an issue. Councilmember Lisonbee stated an audit may not catch such an issue and she suggested that section
8 three of the bylaws be amended to say “organization” rather than “board”. This led to a discussion of the definition of the
9 term ‘organization’ to determine who is not able to benefit financially from their relationship with the Arts Council, with
10 Councilmember Maughan stating that disclosure is the key and when participating with the Arts Council, members should be
11 required to disclose any relationship that they may have that could lead to them profiting. He stated that the members of the
12 Arts Council should be subject to the ethics clause of the City’s personnel policy manual. Mr. Bovero read the ethics clause
13 and all Councilmember expressed their comfort with including the ethics clause in the bylaws document. Mr. Roberts added
14 that the Municipal Employee Ethics Act for the State of Utah will apply to all Arts Council Boardmembers. He suggested
15 that the Arts Council also be subject to the purchasing policy of the City.

16 [9:26:52 PM](#)

17 COUNCILMEMBER MAUGHAN MADE A MOTION TO ADOPT RESOLUTION R16-11 APPROVING
18 AMMENDMENTS TO THE BYLAWS OF THE SYRACUSE CITY ARTS COUNCIL, WITH THE ADDITION OF
19 ARTICLE 17, WHICH WILL STATE:

- 20 • THE ARTS COUNCIL IS SUBJECT TO THE PURCHASING POLICY OF SYRACUSE CITY AND
21 ETHICS LAWS PROVIDED IN UTAH STATE LAW.

22 [9:27:36 PM](#)

23 Councilmember Lisonbee stated she has additional concerns; she suggested removal of the language regarding
24 vacant board positions in Article Four, Section Four. She added she has also received citizen comment from people who
25 support her in her position that if taxpayer dollars are used to support the Arts Council then preference should be given to
26 Syracuse citizens for participation in productions. She stated that is not reflected in the mission statement or bylaws for the

1 Arts Council. Councilmember Maughan stated he will not support that request. Mayor Palmer agreed. Councilmember
2 Maughan stated the mission statement defines the role of the Arts Council and should not include language regarding
3 participation. Councilmember Lisonbee stated that she is not suggesting that the Arts Council include Syracuse citizens over
4 other people; she is simply suggesting that all things being equal, the Arts Council should give preference to the Syracuse
5 resident. Councilmember Maughan stated that will create endless arguments about whether all things were actually equal.
6 There is nothing to gain by including the language. Councilmember Lisonbee disagreed and stated that if tax payer dollars are
7 being used, there should be some accountability. Councilmember Anderson indicated she feels it would be difficult to codify
8 'all things being equal'. Councilmember Lisonbee agreed, but added the language she is suggesting is not a requirement, but
9 rather a suggestion for the Arts Council. She does not think it is too much to ask when tax payer dollars are being used. She
10 added that the Arts Council Director could be responsible for determining whether all things are equal. Councilmember
11 Anderson stated that once the language is codified it is subjective. Councilmember Maughan stated that he will not support
12 inclusion of the language and including such language would be an exertion of more control than the Council should have
13 over the Arts Council. Councilmember Gailey and Mayor Palmer agreed. Councilmember Lisonbee disagreed and stated that
14 the language simply requires accountability and many citizens agree with her. Discussion regarding the language suggested
15 by Councilmember Lisonbee continued, after which Councilmember Lisonbee stated she does not believe she has the support
16 for including the language and for that reason she will vote no regarding the adoption of the bylaws. She then offered minor
17 grammatical corrections to the document.

18 [9:36:14 PM](#)

19 Mayor Palmer indicated a motion was made to adopt the resolution and he asked if there is a second.
20 COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR, WITH THE EXCEPTION OF
21 COUNCILMEMBERS BOLDUC AND LISONBEE, WHO ABSTAINED FROM VOTING.

22

23 [9:36:47 PM](#)

24 15. Proposed Ordinance 16-09 amending Chapter 4.35 of the Syracuse City
25 Municipal Coe pertaining to City Parks and Trails.

26 A staff memo from the City Attorney explained during a Council meeting last year, the Council and staff discussed
27 several provisions of City code which apply to parks, trails and city-owned open space. This spurred potential amendments

1 to the code to address some of the issues raised during Council meeting. As we were amending the chapter, we identified
2 numerous other potential amendments and provisions for which we require policy direction. This memo – while not
3 exhaustive – will identify the major changes or requests for direction located in the draft changes.

- 4
5 • Rulemaking authority & barring groups/individuals - § 4.35.020 & 4.35.030(D)
 - 6 ○ The Council has reserved the right to promulgate rules and to make a decision of whether to bar an
7 individual or group from making reservations at facilities. These are tasks which could be delegated to the
8 Parks & Recreation Director, City Manager, or another city official.

- 9
10 • Smoking - § 4.35.040
 - 11 ○ Current code does not list smoking as unlawful in city-owned parks, trails or recreational facilities. The
12 City may prohibit smoking, if it wishes to do so.

- 13
14 • Nuisances - § 4.35.060
 - 15 ○ Current code includes some ambiguous terms which arguably could lead to suppression of protected speech
16 under the constitutions of both the United States and the State of Utah. It is recommended that the
17 language punishable under City code be limited to threats. Obscene or lewd acts are only prohibited if they
18 fall under well-established state laws.

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

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

- 27 • Trespass Notices - § 4.35.065

- 1 ○ When individuals violate the rules of the park, a citation does not prohibit them from returning the next
2 day and committing the same offenses. This section expressly allows peace officers or the Parks
3 Director to issue trespass notices against those who repeatedly violate rules, who are threatening, or
4 who violate state laws.
- 5 ○ The public generally have an interest in not being unlawfully excluded from a park. In order to
6 provide lawful trespass notices, there must exist a right to appeal the decision to a neutral decision-
7 maker. If we lacked this level of basic administrative review, then there exists the possibility that this
8 would be deemed a due process violation. Due process exists to ensure that no improper motives were
9 involved in the decision to ban someone from the park. As an example, an employee who banned an
10 ex-spouse from the park out of spite would be properly reversed by an appeal, as would an official who
11 banned someone for belonging to a certain political party or on the basis of race, gender, national
12 origin or religion.
- 13 • Signs & Advertising - § 4.35.080
- 14 ○ This change is also necessary to remove the blanket prohibition against solicitation.
- 15 • Animals - § 4.35.090
- 16 ○ A minor amendment is recommended, as this would prohibit anyone from allowing their animals to come
17 close to trees or shrubs, rather than only prohibiting the actual damaging of those plants. A small
18 amendment also expands the prohibition against trapping, shooting, poisoning or injuring animals to
19 include all animals, rather than just wild animals.
- 20 • Personal Profit or Gain - § 4.35.120
- 21 ○ Current code prohibits someone for reserving park areas and multi-use spaces for personal profit or
22 financial gain. This policy could be re-visited in order to capture additional revenue from those who wish
23 to make reservations of city facilities for financial gain. For instance, if a person wanted to rent the Jensen
24 Pond Nature Center in order to hold a seminar for prospective clients, this would be prohibited by the
25 ordinance. Rather than prohibit the use, the City could establish a separate fee for business uses of City
26 facilities.

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

4 • Hours of Closure - § 4.35.130

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

11 • Park Availability - § 4.35.140

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

17 • Entertainment & Similar Activities - § 4.35.150

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

20 • Skatepark - § 4.35.190

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

23 When it comes to safety equipment, staff recommends that ordinance only strongly recommend the equipment. The
24 underlying reason for this recommendation is that city staff do not have sufficient resources to enforce that type of rule. If
25 the city cannot enforce the rule, then it is not recommended that we adopt a rule which could potentially open the city up to
26 liability for negligent supervision. The specific violation section has been removed, but a chapter-wide enforcement section is
27 added later, which still includes skateparks.

- 1 • Trails - § 4.35.210
- 2 ○ We recommend a more succinct statement regarding Council establishment and termination of trails.
- 3 ○ We also recommend removal of the prohibition on alcohol and drugs – not in order to encourage their use
- 4 on trails – but due to it being duplicative of the rule already provided in section 4.35.040.
- 5 ○ We further recommend that city officials be permitted to post signs on the trail, and that we provide an
- 6 exception for medical emergencies that impede or obstruct the trail.
- 7 • Equestrian Park - § 4.35.220
- 8 ○ As above, we needn't repeat the ban on alcohol, drugs or gambling, in light of section 4.35.040.
- 9 • Violations – Penalty - § 4.35.230
- 10 ○ This proposed section makes any violation of park rules an Infraction. By state law, any infraction may be
- 11 punished by up to \$750, but does not carry with it the possibility of jail time. Alternatively, the City could
- 12 impose up to a \$1,000 fine for violations of city code.
- 13 ○ The section makes it clear that the city could pursue other remedies, such as injunctions, trespass notices, or
- 14 both administrative and criminal actions.

15 [9:37:15 PM](#)

16 Mr. Roberts reviewed his staff memo and summarized the changes contemplated in the proposed ordinance. The
17 Council engaged in high level discussion regarding operations of the Parks and Recreation Department specific to general
18 park use, restricting use of park space, smoking in parks or on trails, solicitation at parks, vandalism of or trespassing on park
19 property, park hours, selling concessions in parks, camping in parks, mandating safety equipment in some parks (such as the
20 skate park), penalties for violations of the ordinance, and park reservations.

21 [10:31:39 PM](#)

22 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT ORDINANCE 16-09 AMENDING CHAPTER
23 4.35 OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO CITY PARKS AND TRAILS, WITH THE
24 VARIOUS CHANGES RECOMMENDED THROUGHOUT COUNCIL DISCUSSION. COUNCILMEMBER BOLDUC
25 SECONDED THE MOTION; ALL VOTED IN FAVOR.

26

1 [10:32:49 PM](#)

2 16. Proposed Resolution R16-26 forming an ad hoc committee to advise the
3 Council on the issue of park design.

4 A staff memo from the City Attorney explained The City Council may create subcommittees of an ad hoc nature to
5 advise the Council generally. Two councilmembers have requested the formation of a Park Design Committee, which would
6 function on an ad hoc basis. As such, there will not be a need to adopt an ordinance or go through more rigorous processes
7 associated with standing committees, commissions and boards. Details as to the membership, scope, and length of time for
8 service should be established by the Council in its resolution. A draft resolution with basic provisions and its anticipated
9 scope is included in the packet. The resolution will need to be finalized between the Work and Regular sessions if you wish
10 to take action on it during the May 10 meeting.

11 [10:33:08 PM](#)

12 Councilmember Maughan summarized the memo and provided the Council with his reasoning for his
13 recommendation of creation of an ad hoc committee to advise the Council on the issue of park design. The Council engaged
14 in discussion regarding the responsibilities of the potential ad hoc committee, with Councilmember Maughan indicating that
15 he feels the committee is needed to focus on park design and better position the City for receiving grant funds for park
16 development. Councilmember Lisonbee stated that she is not opposed to enlisting citizens to help the City with park design
17 projects, but she takes issue with the fact that the City recently dissolved a Parks Advisory Committee and the proposed
18 ordinance language for the new ad hoc committee is very similar to the language that was used for the dissolved Committee.
19 She hesitates to create a committee that mirrors a committee that was recently abolished; it makes the Council look
20 inconsistent and indecisive and can be an insult to those that were serving on the dissolved committee. Councilmember
21 Maughan stated the reason the other committee was disbanded is that the Council did not know what they were doing; there
22 was no mission and direction and they were going in their own direction without guidance from the Council. He is asking for
23 a new committee that would work on specific projects and under the direction of the Council; he believes an ongoing
24 committee is needed for future park projects. Discussion briefly centered on membership of the committee and how
25 committee members would be selected and appointed. Councilmember Maughan stated his goal is to create a committee that
26 will produce a plan. Councilmember Anderson stated she is supportive of that goal; she thinks such a committee is a great
27 idea because she personally does not want to be involved in planning for parks, specifically those that are not located near

1 her. Councilmember Lisonbee stated that if that is the purpose of the committee, the mission statement should be “evaluating
2 parks near where committee members reside”. Councilmember Bolduc agreed and stated if that were reflected in the
3 ordinance, it may be possible to reach consensus. Discussion of the purpose of the committee continued, after which
4 Councilmember Gailey noted that one constructive thing that came of dissolving the Parks Advisory Committee is that some
5 level of distrust has been addressed and it may be appropriate to resurrect a similar committee. He likes the idea of a localized
6 group of people studying a park and working on its design; people living in an area will benefit from being involved in the
7 design of their park. Discussion then centered on the makeup of the committee and specifically whether the public would be
8 deemed an advisory body or public body that would be required to adhere to the Open and Public Meetings Act.
9 Councilmember Bolduc then referenced the draft ordinance language included in the Council packet and indicated she would
10 prefer that Councilmember Maughan be only a liaison to the committee rather than the chair as she does not want him driving
11 the committee and the design of parks throughout the City. Councilmember Maughan stated he wants to make sure that the
12 committee sticks to a very limited mission and that was the reason he suggested that he be the chair of the committee.
13 Councilmember Lisonbee stated that she would be comfortable with Councilmember Maughan chairing the committee for
14 the park located in his area, but she feels other members should chair the committee when considering other parks.

15 [10:49:22 PM](#)

16 COUNCILMEMBER MAUGHAN MADE A MOTION TO ADOPT RESOLUTION R16-26 FORMING AN AD
17 HOC COMMITTEE MADE OF NO MORE THAN FIVE MEMBERS PER PARK TO ADVISE THE COUNCIL ON THE
18 ISSUE OF PARK DESIGN; THE COMMITTEE SHALL HAVE THE FOLLOWING MISSION STATEMENT:

- 19 • THE PARKS DESIGN COMMITTEE WILL SERVE TO EVALUATE THE PARK IN THEIR SERVICE
20 AREA AND PROPOSE DESIGN ELEMENTS FOR THAT PARK WITHIN THREE MONTHS OF
21 THEIR FORMATION.

22 COUNCILMEMBER GAILEY SECONDED THE MOTION; ALL VOTED IN FAVOR.

23
24 [10:52:37 PM](#)

25 17. Public comments

26 Ralph Vaughan stated he needs guidance from the City Council; the Planning Commission will be meeting next year
27 to discuss open space in planned residential developments (PRD) and the question is whether the City should be permissive

1 or restrictive. Calculations are taken on a percentage basis and the ratio between percentages determines whether the City is
2 being permissive or restrictive when considering PRDs. The nationally accepted standard is to locate densest housing in the
3 core of the City and moving outward in various bands, the development becomes less dense. Tonight the Council voted to
4 locate one of the densest projects in the City on the edge of the community. To the Council's credit, the current Council had
5 nothing to do with the original development agreement for the project and its location, but it has set a precedent. He added
6 there will be more PRD development applications that will come before the Planning Commission and it is the most
7 problematic land use in the City and he is suggesting that the Council go through the appropriate channels to consider
8 direction or language that will give the Planning Commission better guidance. The Planning Commission must have guidance
9 from the Council in the form of the City Code. He thanked the Council for all they do and the support they give the Planning
10 Commission.

11
12 [10:56:38 PM](#)

13 18. Councilmember reports.

14 At each meeting the Councilmembers provide reports regarding the meetings and events they have participated in
15 since the last City Council meeting. Councilmember Bolduc's report began at [10:56:52 PM](#). She was followed by
16 Councilmembers Anderson, Gailey, Maughan, and Lisonbee.

17
18 [11:04:17 PM](#)

19 19. Mayor's Report.

20 Mayor Palmer's indicated he had nothing to report.

21
22 [11:04:25 PM](#)

23 20. City Manager report

24 City Manager Bovero's report began at [11:04:31 PM](#).

25
26 [11:05:48 PM](#)

1 21. Consideration of adjourning into Closed Executive Session pursuant
2 to the provisions of Section 52-4-205 of the Open and Public Meetings
3 Law for the purpose of discussing the character, professional
4 competence, or physical or mental health of an individual; pending or
5 reasonably imminent litigation; or the purchase, exchange, or lease of
6 real property

7 Councilmember Lisonbee indicated the Closed Executive Session is not necessary.

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9

10 At [11:05:52 PM](#) p.m. COUNCILMEMBER LISONBEE MADE A MOTION TO ADJOURN.
11 COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

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16 _____
17 Terry Palmer
18 Mayor

Cassie Z. Brown, CMC
City Recorder

19
20 Date approved: _____

Minutes of the Syracuse City Council Work Session Meeting, May 24, 2016

Minutes of the Work Session meeting of the Syracuse City Council held on May 24, 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
Police Chief Garret Atkin
Fire Chief Eric Froerer
Parks and Recreation Director Kresta Robinson

The purpose of the Work Session was to have a discussion regarding the Interlocal Agreement for Animal Control Services; hear presentations by respondents to insurance Request for Proposal (RFP); discuss Stoker Gardens PRD secondary water connections; discuss Syracuse Storm Water Management Program Update; discuss Woodside Homes partial annexation fee waiver; review Recruitment and Retention Policy and Fiscal Year 2016-2017 Compensation Plan; discuss Utility Rate and Cost Allocation Policy; discuss Syracuse City Fund Balance Policy; discuss tentative Fiscal Year 2016-2017 budget; discuss potential amendments to Title Two of the Syracuse City Code; discuss City Council meeting schedule/format; and discuss Council business.

[6:02:13 PM](#)

Councilmember Bolduc led the audience in the Pledge of Allegiance. Mayor Palmer provided an invocation.

[6:03:55 PM](#)

Public comments

There were no public comments.

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[6:04:02 PM](#)

Interlocal Agreement for Animal Control Services.

A staff memo from City Manager explained following the County’s proposal to shift the majority (90%) of the animal control service costs to the cities, the city managers in Davis County convened a meeting to discuss the issue. In conjunction with the desires of each city’s elected bodies, the group decided to open a dialogue with the County regarding both operational costs and capital needs in hopes to find a preferred scenario for providing animal control services to residents. This contract is the result of that dialogue with the County. The agreement authorizes the County to provide animal control services within Syracuse City, including enforcement of the City’s animal control ordinances. Prosecution for violations of the animal control policy will be the responsibility of the City. Animal Control will be funded from the following sources:

- o Davis County general fund
- o Cities within the interlocal agreement
- o Fines, fees, and other collections by Davis County Animal Control
- o Donations

The cities will be responsible for 50% of the projected expenses, after subtracting the revenue received by the County from licenses, fees, etc. Syracuse City’s obligation will be based on the City’s proportion of animal control calls for services, compared with all calls for service county-wide. Wild and nuisance animals are billed separately at \$25.75 per call. A 5-year capital projects fund is established at \$562,000 and will be funded 50% by the cities, at 20% of each city’s obligation per year. The City’s obligation is, again, calculated based on the proportional calls for service versus the entire County. An advisory committee is established to advise the County on budgetary issues. The committee is made up of 2 members from the County and 2 city managers recommended by the city managers group. Every two years, the County will conduct a fee/fine survey to ensure rates are set at market levels. The term of the agreement is through December 31, 2020. Either party may terminate the agreement. Each party holds the other party harmless and indemnifies the other party. The 2016 Calendar year contract amount for the City is:

- o Usage Rate-Based Cost: \$52,514.93
- o Wild Life Calls: \$2,214.50

- 1 ○ Capital Project Fund: \$4,282.44
- 2 ○ **Total:** **\$59,011.87**

3 [6:04:14 PM](#)

4 Ms. Bovero reviewed his staff memo.

5 [6:07:26 PM](#)

6 Clint Thacker, Director of Davis County Animal Care and Control, introduced himself and Tracy Rodham,
7 Assistance Director, and summarized the services offered by Davis County as well as 2015 statistics for the shelter, which
8 had a save rate over the last year of 91 percent. He added that contract negotiations between his Department and each entity
9 that they serve is based on calls for service.

10 [6:10:24 PM](#)

11 Councilmember Maughan asked if there are any private sector options for animal control. Mr. Bovero stated that
12 staff has looked into the private sector options, which are very limited and offer a different level of service. Councilmember
13 Maughan stated that his primary concern is that when discussions of the proposed contract began, Davis County was asking
14 that each city pay a higher percentage than what has been charged in the past and the amount being asked of Syracuse City
15 was more than the City could afford; he indicated he does not like being put in that position. The City and Davis County have
16 had a long term agreement and suddenly the Council asked for additional funding.

17 [6:12:23 PM](#)

18 Councilmember Lisonbee stated that she does believe the current amount requested by the County is fair. She also
19 addressed other options for providing animal control services, such as working with other entities to create a special district,
20 but the proposal of providing animal control services in house would be too costly. Mayor Palmer stated he believes the
21 threat of creating a special district is what caused the County to lower the amount they were requesting from the City.

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23 [6:14:35 PM](#)

24 **Presentations by respondents to insurance Request for**

25 **Proposal (RFP).**

1 A staff memo from the Finance Director explained at the request of the City Council, administration advertised a
2 request for proposal (RFP) for general liability, auto, and property insurance. There were two bidders on the RFP – Olympus
3 and Utah Local Government Trust. Staff has asked each bidder to make a 10-15 minute presentation to the City Council.
4 Administration assembled a review committee of 6 individuals to evaluate the written bids and grade them based on the
5 following factors:

- 6 ○ Overall Cost, Coverage, and Approach
- 7 ○ Experience and qualification servicing the public sector
- 8 ○ Service Team - a. Experience b. Expertise c. Education
- 9 ○ Loss Prevention
 - 10 ▪ a. Extent of agency’s ability to analyze risk
 - 11 ▪ b. Scope of loss prevention programs and training
 - 12 ▪ c. Breadth of education and certification offerings
- 13 ○ AM Best ratings for proposed carriers and/or reinsurers
- 14 ○ Quality of references

15 The results of the review committee have been compiled and attached with this factual summation. The bidder’s
16 requests for proposal documents have also been provided to the Council for review. Staff recommends that the City Council
17 review the committee evaluation scores, the bidder documents, and the presentation from the bidders to determine which
18 bidder would be their preferred choice. Staff recommends the City Council award the contract at their next business meeting
19 on June 14, 2016. The effective date of the contract would start July 1, 2016 and be for a term of 1 year.

20 [6:15:14 PM](#)

21 City Manager Bovero reviewed the staff memo.

22 [6:17:07 PM](#)

23 Representatives of both Olympus Insurance and Utah Local Governments Trust were given 10 to 15 minutes each to
24 provide a presentation summarizing the proposal they made in response to the City’s RFP. At the conclusion of each
25 presentation the Council asked various questions of each entity.

26 [7:01:08 PM](#)

1 Councilmember Maughan then inquired as to the members of City staff that made up the committee that reviewed
2 the proposals received in response to the RFP. Mr. Bovero answered himself, Mayor Palmer, City Attorney Roberts, Finance
3 Director Marshall, Public Works Director Whiteley, and Human Resources Specialist Shauna Greer. The Council ultimately
4 concluded to take the issue under advisement before making a final determination regarding the awarding of a contract during
5 the June 14, 2016 business meeting.

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7 [7:04:17 PM](#)

8 **Stoker Garden PRD Secondary Water Connections.**

9 A staff memo from the Finance Director explained this item was added to the agenda for review at the request of
10 Councilmembers Lisonbee and Anderson. City staff met with the property manager for Stoker Garden PRD because residents
11 in the PRD had concerns about the amount that were paying on their secondary water bill. Stoker Garden PRD is unique
12 because there are 66 total town homes in the development, but not every town home has a secondary water connection.
13 There are a total of 8 – 2” secondary water connections in the HOA. Because we do not meter the water, our only way of
14 charging for secondary water is based on line size. A 2” connection line is \$103.11. Since there are 8 lines, we charge the
15 HOA \$824.88 each month. They pay the bill and charge each unit \$12.50 per month (824.88 / 66 units). The Council has
16 been provided with a map of the area showing the connections and the memorandum I created to determine the amount the
17 City should bill the HOA.

18 A secondary background memo regarding utility billing for the Stoker Gardens PRD explained Stoker Gardens is
19 located at approximately 2050 South 1000 West in Syracuse. Stoker Gardens is a PRD development. It has a total of 66
20 units in the planned development. The individual units are billed for the secondary water through one common HOA utility
21 account (Account #6.2.500.02). There are a total of 8 secondary water connections that service the area. All of the
22 connections are 2 inch connections. Based on our consolidated fee schedule, each secondary water connection has a monthly
23 service fee of \$103.11 per month. Upon the completion of the 66 units, the HOA will be billed a total monthly fee of
24 \$824.88 per month (8 connections X \$103.11). During the construction and completion of the Stoker Gardens PRD
25 development, the City will calculate a prorated charge based on the number of completed units to the total number of units.
26 This prorated charge will be re-evaluated quarterly until the completion of the development. The City will round to the
27 nearest full connection charge.

Calculation

As of March, 2016, all units are completed in the Stoker Garden development. Therefore, the total charge for the secondary water will be assessed as follows:

$$\frac{66 \text{ Completed Units}}{66 \text{ Total Units}} = 100\% \text{ Complete}$$

66 Total Units

$$100\% \times 8 \text{ Connections} = 8 \text{ Connections}$$

$$8 \text{ Connections} \times \$103.11 = \$824.88 \text{ per month.}$$

The memo concluded secondary water charge will be \$824.88 per month and will be billed directly to the Stoker Garden's HOA utility account. This document was planned for reassessment in April 2016.

[7:05:16 PM](#)

Councilmember Lisonbee stated that she asked for this item to be included on the agenda; for every connection in the City through each development, water shares have been turned over to the City and the City must pay for the water shares every year while providing water service to a property. For instance, if a residential development is one acre and there are four connections to four homes, those four connections pay a certain amount. If the City is then providing service to Stoker Gardens, which may be a three acre development with multiple connections, but they are paying less than what is paid by the four connections on the acre parcel, she wonders if the City is paying for its services through connection fees. She feels the issue needs to be examined and the Council should develop a policy that addresses connections for townhomes or other multi-family developments. The City must make sure it is covering the costs of water shares based on property size. Mr. Whiteley stated that the City is assessed a fee each year based upon the number of shares of secondary water the City owns as well as acreage. Stoker Gardens was assessed a fee for water connections for the entire six acres of property. Councilmember Lisonbee stated that each condominium in the development is paying a secondary water fee of \$12.50 per month, while each residential home pays approximately \$20 per month. Mr. Whiteley stated the fee payed for single family homes varies depending on connection size; three-quarter inch connections pay \$15.50 and one-inch connections pay just over \$21. Councilmember Lisonbee stated that regardless, condominiums are paying less per month than single family residential

1 connections. The City has collected \$824 per month for connections at Stoker Gardens, but due to a request made by the
2 HOA, the City is now considering collecting an amount that is significantly less than that.

3 Councilmember Anderson asked if the City is covering the cost of providing services. Mayor Palmer also asked how
4 much of the area is permeable surface. Councilmember Lisonbee stated that should not matter because the City must consider
5 whether the amount being charged covers the cost of the water share for which the City is assessed each year.
6 Councilmember Maughan added that this is a critical issue because there may be similar developments proposed in the City
7 in the near future and the City must develop a policy to determine how they should be assessed. Councilmember Lisonbee
8 agreed. Mr. Bovero stated the current charge is not based on acreage or irrigable land; it is solely based on connection size.
9 Most single family homes have a three-quarter inch line, which is adequate, and the line that was used in Stoker Gardens is
10 actually oversized. The development does not need a two-inch line and they have decided to reduce the line size. They will
11 not use any more or less water, but their costs would decrease based on line size. Councilmember Maughan stated a policy
12 could address the connection size need for this type of development. The Council engaged in high level discussion regarding
13 water needs and usage in multi-family developments, after which Councilmember Lisonbee inquired as to the cost each
14 condominium unit would be charged if they were allowed to decrease their connection size to one-inch. Mr. Whiteley stated
15 that the cost would be roughly half what is being charged now.

16 [7:13:27 PM](#)

17 Councilmember Gailey stated he performed rough math and determined that the entire Stoker Gardens development
18 is paying 10 times the amount a typical single family home pays for water each month, but they are likely using much less
19 water than a single family home. Councilmember Lisonbee stated that the City charges per connection and that is based upon
20 current policy; to allow them to downsize or pay a different amount would be contrary to the policy. She stated she feels the
21 City needs a policy that indicates how these types of situations will be addressed in the future. Councilmember Gailey stated
22 that a precedent for this type of issue has been set in the past; at his dental office he originally had a two inch line, but he
23 requested and received approval to downsize because he did not need the two-inch line.

24 [7:15:37 PM](#)

25 Mr. Whiteley stated that water usage rates are typically based upon a rate study and it may be wise for the City to
26 commission a rate study to determine the amount that should be charged for higher density developments. The Council
27 engaged in brief discussion regarding the option of conducting a rate study, with Councilmember Lisonbee noting that she

1 would like to consider allowing residents to forego a connection to the City's secondary system in the event they plan to use
2 xeriscaping options in their yard. She added she does not believe it is fair to reduce rates based on the amount of irrigable
3 space a property may have regardless of their lot size. She stated she feels rates should strictly be based upon lot size and
4 connection size. She concluded the City's secondary water rates are very low when compared to other entities.
5 Councilmember Gailey stated he appreciates Councilmember Lisonbee raising this issue because it is important to be fair.

6 [7:20:28 PM](#)

7 Mayor Palmer indicated City Administration will consider the feedback provided by the Council regarding the issue
8 and bring a proposal back at a future date.

9
10 [7:20:35 PM](#)

11 **Syracuse Storm Water Management Program Update.**

12 A staff memo from the Public Works Director explained Syracuse City has updated the Storm Water Management
13 Plan (SWMP) in compliance with the Utah Pollutant Discharge Elimination System General Permit for discharges from small
14 municipal separate storm sewer systems issued by the Utah Division of Water Quality. This general permit is issued in
15 compliance with the provisions of the Utah Water Quality Act, Title 19, Chapter 5, UCA 2004 and the Federal Water
16 Pollution Control Act (33 USC). Updates to the SWMP are required each time the general permit is reissued. This permit is
17 effective March 1, 2016 and expires Feb 28, 2021 when the permit will again be renewed. Permittees that are renewing are
18 given 120 days after the effective date to submit an updated SWMP to the division. The main purpose of the SWMP is to
19 provide a program that will improve the quality of storm water to the maximum extent practicable. These are achieved by
20 setting measurable goals through six control measures. The control measures include the following:

- 21 ○ Public education and outreach on storm water impacts
- 22 ○ Public involvement / participation
- 23 ○ Illicit discharge detection and elimination
- 24 ○ Construction site storm water runoff control
- 25 ○ Long-term storm water management in new development and redevelopment
- 26 ○ Pollution prevention and good housekeeping for municipal operations

1 This 2016 SWMP is for city council’s review in a work session. It will be scheduled on the city council agenda with
2 a public hearing on June 14, 2016 with the anticipation that the council will pass a resolution to adopt the 2016 SWMP.

3 [7:20:41 PM](#)

4 Mr. Whiteley reviewed his staff memo and briefly reviewed the changes to the SWMP compared to the most recent
5 SWMP adopted by the City.

6 [7:23:51 PM](#)

7 The Council briefly discussed the implications of the SWMP, after which Mr. Whiteley indicated that the intent of
8 this agenda item is to introduce the document to the Council in preparation for the June 14 public hearing regarding the issue.

9
10 [7:25:24 PM](#)

11 **Woodside Homes Partial Annexation Fee Waiver**

12 **Request.**

13 A staff memo from Community and Economic Development (CED) Director Mellor explained Woodside Homes is
14 moving toward annexation of 211.75 ac into Syracuse and out of unincorporated Davis County.

15 Original Proposal – 211.75 ac

16 Jensen Property – 189.14

17 School property – 12

18 Roads - 10.62

19 Staff asked the developer to annex additional ground to clean up the city boundary and to take advantage of the
20 opportunity to acquire roads we already maintain.

21 Approximate Requested Additional – 23.12 ac

22 UDOT – (15.26, 1.99, 1.48) – 18.73 ac

23 LAYTON NINE LTD – 3.83 ac

24 Roads - (Gentile) .56 ac

25 Annexation fees are assessed by the amount of acreage being annexed. The developer is asking to remove public
26 land and the last private parcel we asked him to add from the fee assessment calculation. The total ground to be excluded

1 from calculation is 48.74 acres. Waiving these fees would require the council’s approval. The final discussion item is to
2 assess the council’s willingness to accept the annexation petition at the June council business meeting.

3 [7:25:34 PM](#)

4 CED Director Mellor reviewed his staff memo.

5 [7:27:54 PM](#)

6 The Council briefly discussed the request for a partial fee waiver, ultimately indicating they are comfortable waiving
7 the portion of the fee associated with portion of property that the City requested be made a part of the Woodside annexation
8 application.

9

10 [7:29:28 PM](#)

11 **Recruitment and Retention Policy and Fiscal year 2016-**
12 **2017 Compensation Plan.**

13 A staff memo from the City Manager explained the Recruitment and Retention policy, along with the Compensation
14 plan describes to the public the standards that Syracuse City will use in determining compensation for its employees. These
15 items are to be solidified and adopted by the Council in conjunction with the annual budget. The Benchmark Cities are to be
16 reviewed and updated from time to time. The Benchmark Cities represent the market in which the City competes for labor.
17 It also serves as guide to indicate what the market conditions are for wages and salaries. For each position, the City draws
18 data form the Location-Based Benchmark Cities. If less than 10 cities do not have data on that position, the City draws data
19 from the Alternate Benchmark Cities, in order from top to bottom, until at least 10 Cities are listed for comparison.

Benchmark Cities

Location-Based Market	Population	FTEs
BOUNTIFUL, UT	42,552	166
CENTERVILLE, UT	16,667	60

CLEARFIELD, UT	29,002	181
CLINTON, UT	22,879	56
FARMINGTON, UT	17,000	51
KAYSVILLE, UT	28,000	83
LAYTON, UT	68,000	285
NORTH DAVIS FIRE DISTRICT, UT	32,000	21
NORTH OGDEN, UT	18,000	56
NORTH SALT LAKE, UT	16,700	62
NORTH VIEW FIRE DISTRICT, UT	31,501	16
RIVERDALE, UT	8,900	85
ROY, UT	35,000	144
SOUTH DAVIS METRO FIRE AGENCY, UT	80,000	55
SOUTH OGDEN, UT	16,532	68
SYRACUSE, UT	24,331	70
WASHINGTON TERRACE, UT	9,599	30
WEBER FIRE DISTRICT, UT	44,000	73
WEST POINT CITY, UT	10,000	15
WOODS CROSS, UT	7,600	24

Alternate Benchmark Cities	Population	FTEs
HERRIMAN, UT	25,000	70
AMERICAN FORK, UT	27,813	136

MIDVALE, UT	30,000	72
PAYSON, UT	19,500	108
PLEASANT GROVE, UT	35,000	104
COTTONWOOD HEIGHTS, UT	36,000	67
EAGLE MOUNTAIN, UT	23,000	80
SARATOGA SPRINGS, UT	20,000	53
SPRINGVILLE, UT	26,000	211
HOLLADAY, UT	25,673	15
RIVERTON, UT	41,900	93
BRIGHAM CITY, UT	18,279	163
TOOELE, UT	33,000	175

1 The current policy indicates the City will set wages and salaries between the 60th and 70th percentile of the market.
 2 In the Compensation Plan, the current proposal is to cap merit increases at 2.3%. The Council may want to consider listing
 3 both a maximum increase, and a total budgeted amount (percentage) of payroll available for merit increases. The
 4 administration seeks direction from the Council on the review of these items and any changes proposed.

5 [7:29:49 PM](#)

6 Mr. Bovero reviewed his staff memo.

7 [7:32:50 PM](#)

8 Councilmember Maughan addressed the compensation plan; he feels the budget review process has exposed a
 9 fundamental challenge and that is that the City is trying to address retention, compensation, merit increases, and compression
 10 and it is too much to tackle in one year. He feels as though the City is addressing pay on the basis of shopping at a discount
 11 store that allows ‘coupon stacking’ to the point that someone may be getting a significant increase that the City cannot afford.
 12 He indicated he feels the City needs to take a page from professional sports, which is the idea of a salary cap. There is a point
 13 where the City only have so much money and there should be a cap in the budget on the amount of money dedicated to
 14 employee wages, whether it is a fixed amount or a percentage. He indicated the Council owes it to residents to say the City

1 will not cut services because it was necessary to give all employees raises. The Council then engaged in a discussion about
2 the practice of benchmarking and how benchmarking is conducted in Syracuse City and other government entities, with
3 Councilmember Anderson stating that she feels it would be more appropriate for the City to establish a policy to determine
4 salaries instead of benchmarking against other cities with no knowledge of the practices they use to determine their salaries.
5 Mr. Bovero noted that the purpose of a compensation plan is to set a standard for acquiring and retaining the best employees;
6 if the City has the best employees it will have the best run government in the area. Councilmember Anderson stated she feels
7 it should be possible to develop an algorithm that contemplates benchmarking and wage compression so that the City is not
8 conducting two different processes to address different issues.

9 [7:38:02 PM](#)

10 Councilmember Lisonbee likened the current process to trying to hit a nail with three hammers; the nail is so far into
11 the wood that it cannot be found again; it is necessary to extract the nail and look at it and ask if the target is being met. The
12 benchmark compares apples to oranges and the City needs something that compares apples to apples. She indicated she and
13 Councilmember Bolduc spent hours conferring with other cities, directly comparing employee to employee relative to how
14 long they have been employed, their education status, and how many people they supervise, and they found that as a City,
15 Syracuse is already competitive without the benchmark adjustments on most positions. There are a few, and excluding the
16 police department because of wage wars, but there are a few that need an adjustment according to their analysis. In talking to
17 Clearfield City they found they have hired an outside company to perform an apples to apples comparison for each employee
18 using a special algorithm. She then noted she is the only member of the current Council that voted for the recruitment and
19 retention plan and she is willing to say that the Council overshot; the plan takes the City somewhere that the Council
20 probably does not want to go: being the top paying city in Davis County or Utah. She indicated that she values City
21 employees, but it is necessary to acknowledge that past Administrations have created a sort of victim mentality among some
22 City employees and there is a feeling that they are not being paid what they are worth. The Council needs to value a good
23 working environment and fair compensation for employees and she feels that every 10 years the City should conduct a
24 \$40,000 consultation to compare apples to apples and somehow, in policy, rely upon that for 10 years by renewing five years
25 later a study of how the City is comparing to other cities. This would translate to \$4,000 a year well spent, which is less than
26 the amount of staff time spent on this issue this year. Councilmember Maughan disagreed with the idea of hiring a consultant
27 for this issue given that over the last several years the City has paid consultants to perform certain studies and a majority of

1 the studies have not been considered. Councilmember Anderson agreed. Councilmember Lisonbee suggested that the City
2 wait to see the results of Clearfield's study to determine if it may be the best direction for Syracuse to go.

3 [7:44:35 PM](#)

4 Councilmember Maughan stated he feels the Council needs to examine the issue further; there are some simple
5 policies that are completely overlooked in the City's evaluation process and something is missing. He indicated one thing that
6 is obvious to him is that each employee should only be entitled to one raise per year rather than stacking five different raises
7 so their raise is massive to the point that the City could have hired an additional employee. He stated he is not opposed to
8 giving raises, but he feels it is offensive that in government, employees expect an annual increase when the private sector can
9 go 10 years without an increase. Most Syracuse City citizens get no raises year after year and if they want a higher wage they
10 have to earn a higher position or better job; to assume every government employee gets a raise and some of them are very
11 substantial, each year, is offensive. He feels an attitude change is needed and one of the things that is a glaring problem in the
12 budget are raises for some of the City's top employees who are paid higher than any other person in their position in all
13 benchmark cities. He wondered how the Council can justify a raise for an employee if they are already the highest paid at
14 their position across the board.

15 [7:47:06 PM](#)

16 Discussion reentered on the manner in which the City develops the wage scale for employees as well as the
17 development of an internal policy that addresses compensation and retention issues, with Councilmembers Bolduc and
18 Lisonbee indicating that according to the independent analysis they have completed, they found that the City's wages are
19 currently competitive for most positions. There are some positions for which that is not true, but the common theme is that
20 most employees are currently earning competitive wages. Councilmember Lisonbee stated that if the City is already
21 competitive and is able to retain most employees, it may only be necessary to address outliers at this point in time and that
22 differs from the policy that has been proposed.

23 [7:54:57 PM](#)

24 Mr. Bovero explained the wage compression adjustment is intended to be a one-time adjustment to correct the
25 problems that have occurred in the City over the past several years when previous Councils and Administrations were not
26 tracking with market wages. The 2.3 percent merit increase is independent of the compression increase and is intended to
27 allow employees to move through their wage scale. Councilmember Lisonbee stated that according to her research the City is

1 currently competitive even without the benchmark adjustment. One benchmark city may be extremely high for a given
2 position, but that could be based on tenure or the number of employees the person in the other city may be supervising. She
3 added that there may be some veteran employees that truly do have compression issues and that can be addressed on an
4 individual basis, but at this point the three issues have been convoluted to the point that it is not possible to address all three
5 with the policies currently in place. Councilmember Maughan added the clear compression issues are those where there may
6 be a veteran employee and a new employee in the same position and being paid the same; those are issues worth addressing,
7 but they are hardly present in the City. He noted that the wage increases that are being proposed are almost entirely affecting
8 only the senior members of our staff and he struggles to find compression issues for employees who are the only person in
9 their position in the City. He stated adjustments need to be made to ensure fairness; the City has some of the highest paid
10 people working in their positions and he is frustrated that so many of the conversations that have taken place regarding wages
11 have been on the basis that the City does not take care of its employees. He stated there are employees in lower positions who
12 may be underpaid, yet the proposal in front of the Council is to take care of many senior staff members who are already the
13 highest paid in their position.

14 [8:01:32 PM](#)

15 Councilmember Bolduc proposed adjusting the policy to alternate between merit increases and bonuses each year,
16 which reduces the ongoing costs associated with annual merit increases. Discussion of this proposal ensued, with a focus on
17 including steps within each wage scale and limiting the total percentage that would be allowed to raises on an annual basis.
18 Mr. Bovero noted an important distinction to make is that between the wage scale and the actual market rate some people are
19 being paid. There are situations where a City employee may have one of the higher wages in their list of benchmark cities,
20 but that salary is not above the 60th percentile of the wage scale. He stated the only data the City does not currently have is
21 relative to the tenure of employees in other cities, their education background, and the number of people they supervise.
22 Councilmember Maughan stated that regardless, if an employee gets to a point where they are the highest paid at their
23 position in the County, it is important to ask the question how that employee would ever leave the City and how foolish the
24 City would be for continuing to give them raises after they are the highest paid person in their job. He stated at some point
25 the City must recognize that a cap is needed and certain employees should not make more than a certain dollar amount. Mr.
26 Bovero stated he understands that, but in that situation where an employee may be the highest paid, that means that their
27 counterparts in other cities have the potential of making even more because City employees cannot be compensated above the

1 60th percentile. He stated the wage scale does cap salaries; an employee cannot be paid beyond the maximum salary in their
2 respective wage scale.

3 [8:07:10 PM](#)

4 Councilmember Lisonbee stated that the problem is that the City does not know the compensation policies used on
5 other cities that are being used as benchmark cities. This led to continued discussion regarding developing a policy in
6 Syracuse City relative to wage establishment, with Mr. Bovero noting that one thing he believes is that it is necessary to
7 make a decision and chart a course for the future of the City and stick with that decision so that employees understand the
8 direction in which the City is moving. Councilmember Anderson stated she feels the Council owes that to the employees.
9 Councilmember Lisonbee agreed, but noted she does not feel that the Council needs to create a policy before adoption of the
10 budget on June 14. She stated she feels the Council can leave a placeholder in the budget for addressing compensation issues,
11 but work to develop a policy allocation of that funding in the coming weeks and months.

12 [8:12:23 PM](#)

13 Councilmember Maughan stated that he understands that there is heavy competition for quality public safety
14 employees and it is necessary for the City to move quickly to address compensation issues for those employees in order to
15 retain them; however, he does not want to adopt a policy that must be applied across the board and to departments that do not
16 have similar issues. Mr. Bovero stated the benchmark study will identify which areas of the City are competitive and which
17 are not. Each position in the City is evaluated in its own market when conducting a benchmark study. Councilmember
18 Lisonbee stated that the City's current policy does not provide a global perspective and it may be appropriate to implement a
19 tier system for the types of employees the City employs. There are some individual situations that need to be addressed in the
20 policy.

21 [8:15:38 PM](#)

22 After continued discussion regarding the process for working to develop a policy or amend the current policy, the
23 Council concluded to leave a placeholder in the budget for addressing compensation issues and then work to develop policy
24 over the coming weeks and months. Mayor Palmer added that he feels that it would be appropriate to proceed with the 2.3
25 percent merit increases on July 1 as those increases have been earned by employees based upon employee evaluations.
26 Councilmember Maughan stated that would argue that the increases have been earned. Councilmember Anderson stated that
27 they have been earned based on the policy that merit increases are directly related to performance appraisals conducted by an

1 employee's supervisor. Councilmember Maughan stated there are some employees that may be exceeding the maximum pay
2 in their wage scale if they were to receive an increase. Mr. Bovero clarified that an employee that has reached the top of their
3 pay scale is not eligible for a merit increase. Councilmember Maughan stated there are still people getting increases that
4 would push them above the maximum pay of their scale. Mr. Bovero stated that would not be the case and employees at their
5 maximum pay will not receive a merit increase. After brief continued discussion the Council concluded to leave funding in
6 the budget for merit increases, but not to proceed with benchmark and compression increases at this time.

7
8 [8:27:39 PM](#)

9 **Utility Rate and Cost Allocation Policy.**

10 A staff memo from the City Manager explained Since January, the Council has discussed the issue of pricing
11 internal services, and whether utility rates should be set at a rate that covers all of the direct and indirect costs of the service.
12 As directed by the Council, a draft policy is attached for your consideration. The draft is a working document that will serve
13 as a basis for the discussion of policy on May 24th. The purpose of the discussion is to determine what the Council feels is
14 the best policy for the City, as it relates to this issue.

15 [8:27:54 PM](#)

16 Mr. Bovero reviewed his staff memo as well as the draft policy that he has created in response to past discussions of
17 the City Council.

18 [8:31:13 PM](#)

19 Council discussion of the proposed policy ensued; Councilmember Lisonbee requested that the section of the policy
20 dealing with depreciation costs be more detailed in nature. She would like to determine how often the City will evaluate the
21 cost of replacement for current infrastructure and have that cost spread over a 50 to 60 year time period. She believes
22 depreciation should reflect that calculation and that reflection should be included in each fund. Councilmember Maughan
23 stated that he feels an evaluation of replacement costs and infrastructure needs should be undertaken at least every five years.

24 [8:34:01 PM](#)

25 Councilmember Gailey asked if he is interpreting the policy correctly to mean that depreciation costs will be
26 calculated using all three methods listed in the proposed policy. Mr. Bovero answered no and indicated depreciation costs are

1 only addressed in the last section of the policy, which indicates the City will consider historical cost of actual infrastructure,
2 the expected life of that facility, and amortization over a certain period. Councilmember Lisonbee stated that historical costs
3 do not reflect actual costs. Mr. Bovero agreed and stated there are two things at play: one is depreciation cost, which does not
4 change because it is based on the actual cost to put infrastructure in the ground after amortization over a 50 or 60 year period.
5 That must be reflected in the budget and while it is used to fund projects, it is not the basis for determining future costs. In
6 addition to depreciation, it is wise to consider five year replacement needs to determine the total price tag of a project.
7 Councilmember Lisonbee stated she would like to have that number calculated over the entire life of the infrastructure as
8 well; for instance, the City just replaced a certain number of miles of roads and she would like to determine how much
9 money the City needs to spend over the next 60 years to keep up with depreciation of those roads. Councilmember Gailey
10 stated that in an enterprise fund, depreciation is an expense the City will pass on to the residents so that as the infrastructure
11 wears out and needs replacement, the revenue stream is built in to replace it. General discussion continued, with
12 Councilmember Lisonbee suggesting that in addition to depreciation, the City identify a separate number that will cover
13 future replacement costs or capital projects. Mr. Bovero stated that the question is how to set rates to cover depreciation and
14 capital needs over at least the next five years given that the City has a five year capital plan. He stated that based on current
15 depreciation and five year capital costs, the City would need to increase utility rates \$10 to \$11 per month – or a 14 percent
16 increase – to fully fund both. Discussion continued with a focus on costs that are included in the depreciation calculation;
17 Councilmember Lisonbee stated she would like for depreciation to cover 100 percent of direct costs and a certain percentage
18 of indirect costs. Councilmembers Bolduc and Gailey agreed. Mr. Bovero stated he will take the feedback provided by the
19 Council to adjust the draft policy before bringing it back to the Council for consideration.

20
21 [8:49:59 PM](#)

22 **Syracuse City Fund Balance Policy.**

23 A staff memo from the City Manager explained the City last completed a comprehensive review of the fund balance
24 policy in May 2014. The purpose of this policy is to establish a target level of fund balance for the general fund and to
25 establish a process and criteria for the continued evaluation of that target level as conditions warrant. This policy shall also
26 establish a process for reaching and or maintaining the targeted level of fund balance and the priority for the use of resources
27 in excess of the target. The GFOA recommends, at a minimum, that general-purpose governments, regardless of size,

1 maintain unrestricted fund balance in their general fund of no less than two months (16.7%) of regular general fund operating
2 revenues or regular general fund operating expenditures. Utah Code 10-6-116 requires that the fund balance be between 5%
3 and 25%. Finance Director Stephen Marshall is recommending some changes to the policy. A red line edit and a clean copy
4 of the policy is attached for your review. The two biggest recommended changes to the policy are:

- 5 ○ The definition of unrestricted fund balance is updated to include the committed, assigned, and unassigned
6 fund balance categories. Previously, our policy was only based upon the unassigned fund balance.
- 7 ○ A change in the law now allows us to considered fund balance as a function of the current year revenues in
8 the general fund instead of as a function of the budgeted revenues of the next year's budget. For example,
9 under the old law, our fund balance for FY2016 would have to be divided by the FY2017 budget revenues
10 in calculating the percent. The law change in 2015 to allow the fund balance to be calculated by dividing
11 FY2016 fund balance by FY2016 final revenues in the general fund.

12 The memo indicated City Manager Brody Bovero is recommending that the Council consider a temporary increase
13 to the minimum fund balance from 16.7% to 20% of annual revenue. This would add an estimated additional \$360,000 to the
14 fund balance. The recommendation is to maintain at least 20% through the end of fiscal year 2019. The following is a list of
15 reasons supporting this recommendation:

- 16 ○ The City is proposing to address staffing level issues, wage compression issues, and benchmark
17 adjustments. No additional tax revenue enhancement measures have been proposed to cover the costs. The
18 City, however, has a reasonable expectation of growth in revenue due to the City's rapid population growth
19 and new development. Reserving the extra funds will act as a safety net in the event that projected
20 revenues do not adequately cover the additional costs through the next three years.
- 21 ○ Historical analysis shows that economic expansions are cyclically followed by recessions. In the US and in
22 Utah, the economy has been in an expansion mode for several years. While most indicators suggest a
23 continuing expansion, the probability of a recession is higher in the next three years than in the previous
24 three years. The added fund balance will protect against a recession, which could significantly impact the
25 City's sales tax revenues.
- 26 ○ Credit rating agencies take notice when a City dips below its declared minimum fund balance. The City's
27 credit rating is an important factor in saving the taxpayers' money by minimizing interest payments on

1 debt. Staying above the 16.7% shows the rating agencies that Syracuse City’s finances are managed
2 wisely. This will support better ratings for the City.

3 8:50:15 PM

4 Mr. Bovero reviewed his staff memo.

5 8:53:25 PM

6 The Council engaged in high level discussion regarding the policy and the Council directed staff to change working
7 of the policy by replacing the word “unassigned” to “unrestricted”. Mr. Bovero then noted that when drafting his memo
8 regarding this policy he made the assumption that money would be budgeted for wage compression and benchmark
9 adjustments; he believes the City has the means to cover those expenses over the next several years, but in doing so he
10 wanted to take advantage of the City’s fund balance and create an insurance policy in the case of a revenue shortfall or
11 recession. He was proposing that for the next three years the fund balance minimum be moved to 20 percent, which equals an
12 additional \$360,000 to provide a cushion to cover a revenue shortfall. This led to discussion regarding the current policy and
13 Councilmember Lisonbee stated that if the current minimum of 16.7 percent is increased to 20 percent, it will also be
14 necessary to increase the 20 percent threshold higher. Mr. Bovero stated that the current policy does not specify what is
15 supposed to happen when the City’s fund balance falls between 16.7 and 20 percent of the budget. Councilmember Lisonbee
16 stated that it should because she distinctly remembers a discussion about the fact that 16.7 is the lowest the fund balance
17 should be allowed to drop unless there is an emergency, but that the fund balance should be maintained at around 20 to 21
18 percent. Mr. Bovero stated that may have been discussed, but the way it is addressed in the policy is that when the actual
19 balance is above 16.7 percent, City Administration will propose what to do with the extra amount for Council consideration.
20 Councilmember Lisonbee stated the Council reached consensus to keep the fund balance around 20 to 21 percent. Mr.
21 Bovero stated there should be a hard and fast minimum percentage. City Attorney Roberts stated that is possible to craft
22 language to indicate a hard and fast minimum as well as loftier goals for the fund balance. Mr. Bovero added that he thinks it
23 would be wise to include information about the purpose of the money that exists between the 16.7 and 20 percent points.
24 Councilmember Lisonbee agreed; dipping below 16.7 percent should only be allowed in emergency situations and the
25 amount between 16.7 and 20 percent could be considered for funding of services that are non-emergency in nature but that
26 are necessary.

27

1 [9:01:53 PM](#)

2 **Discussion of Tentative Fiscal Year 2016-2017 Budget.**

3 A staff memo from the City Manager explained this item is an open discussion for the City Council to discuss any
4 further changes to the tentative budget. Administration has four additional budget items that need to be considered in the
5 FY2017 budget. They are:

- 6 ○ The Animal Control contract with the county is still being negotiated and will most likely change to a 50/50
7 expense split. The total projected cost to the City with this change would be \$59,012. We currently have
8 \$54,755 in the tentative budget proposal. We will need to add an additional \$4,257 in expense to the
9 animal control budget.
- 10 ○ Our building inspector II quit and we need to replace him. Brigham is requesting the ability to hire a new
11 building inspector II up to the midpoint if needed. Currently, the rate of pay for this position in the budget
12 is \$18.92. The midpoint for a building inspector II is 22.70. The net increase in salaries and benefits for
13 this position would be approximately \$9,900.
- 14 ○ We would recommend that 20,000 be added for contract services to mow all parcels related to subdivision
15 entrances, mow lawns at city office buildings, and the library. This would be split 1/3 (\$6,700) to general
16 fund and 2/3 (13,300) to the park maintenance fund.
- 17 ○ We recommend adding \$75,000 to the transportation impact fee fund for an environmental study for the
18 gentile and bluff street improvement project. This project is funded by the Wasatch front regional grant
19 and will take place in 2021. If we do the environmental study now, there is a good chance that project will
20 be pushed up and completed sooner.

21 This would be a total increase in cost to the general fund of \$20,857. We currently have a surplus budgeted of
22 \$48,892. This would change to a surplus of \$28,035 if the items above were added to the budget. The parks maintenance
23 budget would increase \$13,300 budget we recommend using the line item in 17-40-30 titled miscellaneous park
24 improvements to pay for this item. The transportation impact fee fund expense would increase \$75,000. We have money in
25 the fund to pay for this study if the council desires to go ahead with it. The tentative budget is uploaded on the website at
26 <http://syracuseut.com/Departments/CityAdministration/Finance.aspx>.

27 [9:02:10 PM](#)

1 Mr. Bovero reviewed the staff memo.

2 [9:05:56 PM](#)

3 Council discussion of the budget amendments ensued. There was a focus on the \$20,000 cost associated with
4 contracting out landscape maintenance of small parcels throughout the City. The Council suggested deeding small parcels to
5 adjacent property owners and staff indicated they will research information regarding the parcels and come back to the
6 Council for approval of disposal of surplus properties before proceeding with discussions with neighboring property owners.
7 The Council indicated they will leave the \$20,000 placeholder in the budget for maintenance of the property until it is
8 possible to dispose of the property.

9 [9:11:24 PM](#)

10 Councilmember Maughan then discussed items that he understood were being removed from the budget or
11 otherwise adjusted, but Mr. Bovero has informed him that there was not Council consensus regarding the items. These
12 included funding support for the Syracuse Arts Council, support of the Miss Syracuse Pageant, and funding for attendance at
13 the Davis County Gala. Consensus was reached to offer a defined amount of funding or support to the Arts Council and
14 Pageant, remove the funding for attendance at the Gala. Councilmember Maughan then indicated each budget includes a line
15 item for wage compression/benchmark adjustment and he needs to understand if that money will be spent. Mr. Bovero stated
16 the answer is no based on the earlier conversation in tonight's meeting; the Council could choose to leave the money in the
17 budget as a placeholder, but not be spent until Council concerns regarding the policy are addressed or a new policy is
18 determined. Councilmember Maughan stated that during the last meeting the Council contested increases in budget 10-44,
19 but they are still in the budget. He expressed concern that an increase given to the Finance Director would cause him to
20 receive a higher salary than the City Manager and he is not comfortable with that. Mr. Bovero stated that assuming that merit
21 increases as budgeted are applied, that would not happen. Councilmember Maughan stated that it is happening and he is
22 uncomfortable and he believes the salary is already high. Mr. Bovero stated that the number includes a career development
23 increase according to City policy. He will discuss that issue with Finance Director Marshall; he is working to achieve his
24 Certified Public Finance Officer (CPFO) designation from the GFOA and that qualifies him for a career advancement
25 increase. Councilmember Maughan stated this goes to the point where a position has reached maximum dollars, yet the City
26 continues to add on. He stated he has looked at the history of increases for this position for the past five years and he is
27 uncomfortable that it keeps growing at this rate. Mr. Bovero stated that Mr. Marshall has indicated he is comfortable with the

1 removal of the career advancement increase, but Mr. Bovero is not comfortable doing that since other employees are eligible
2 for a career advancement increase. Councilmember Maughan stated he understands, but noted there are similar problems
3 across the board. He has a problem with the City Attorney receiving an increase though he has been employed with the City
4 for less than a year. Mr. Bovero stated that Mr. Roberts is not eligible for a merit increase. Discussion centered briefly upon
5 the career advancement program, with Councilmember Lisonbee indicating she is comfortable reimbursing those employees
6 that have relied upon the policy for expenses they have incurred. Councilmember Maughan stated that it is not a tuition
7 reimbursement and, instead, it is a salary increase. Councilmember Lisonbee stated she did not realize it was a salary
8 increase. Councilmember Maughan continued discussing his concerns regarding wage increases in budget 10-44 and
9 indicated that according to the data he has been provided, the City Recorder is the highest paid City Recorder in Davis
10 County and he has a hard time approving an increase for someone that is already the highest paid. City Recorder Brown
11 indicated that is not accurate and asked Mr. Bovero to clarify the data. Councilmember Maughan stated he is simply relying
12 on the information provided to him; for any position in the City, once someone becomes the highest paid in all of Davis
13 County he has a hard time giving them another raise. If anyone has a problem with that, he is sorry, but he will not vote for
14 another raise. Mayor Palmer stated that the 2.3 percent merit increases have previously been discussed by the Council and
15 those increases have been earned by City employees based upon current policy. Councilmember Maughan stated he is talking
16 about career development, not merit increases and the Finance Director, City Attorney, and City Recorder are scheduled to
17 receive career development increases next year. Discussion regarding the implications of the career development policy
18 continued, with Councilmember Lisonbee stating she is not opposed to reimbursing someone for money they have spent for
19 career development, but she is willing to say that it may be necessary to reevaluate the ongoing remuneration of salary for
20 career development. Mr. Bovero stated the Council can choose to reconsider the policy, but there are still employees that
21 have relied upon the policy with the expectation that they would receive salary increases once certain certifications are
22 received. Councilmember Maughan stated that he is concerned about increases for top paid employees because their salaries
23 are being pushed to a realm that is concerning. Mr. Bovero clarified that those employees are still paid at the 60th percentile.
24 Councilmember Maughan stated he would contest that. Councilmember Lisonbee stated that perhaps the career development
25 policy is encouraging a behavior that should not be encouraged because it is not possible to fund the results. Mr. Bovero
26 stated that City Administration has approved education programs that are specific to each individual position and employees
27 are not allowed to get random certifications and become eligible for wage increases. He then readdressed the comment made

1 regarding the City Recorder's salary and stated it appears Councilmember Maughan is looking at old data for the position;
2 the City Recorder is currently not the highest paid City Recorder in Davis County. There are only two Davis County cities in
3 the City Recorder's benchmark group, but compared to all 10 benchmark cities, the City Recorder's current salary is fifth
4 from the top. Councilmember Lisonbee stated the Council is responsible to set policy and adopt a budget for the City and
5 they must be responsible in carrying out those duties; the Council appreciates the employees and what they do for the City,
6 but they must carry out their duties. Councilmember Maughan agreed and stated that the Council is dealing with the funds
7 and finances of 28,000 people and they must be respectful of them. The Council must put this issue in perspective when
8 considering the City as a whole. Councilmember Anderson stated that at this point the Council must move forward with
9 deciding what to approve in the budget; she feels as though the Council is again talking about items that were already decided
10 upon earlier in the meeting. Councilmember Gailey agreed and stated that the Council decided to include a placeholder in the
11 budget for compensation issues. Councilmember Lisonbee stated that she is comfortable moving forward with the 2.3 percent
12 merit increases and reimbursement for education expenses incurred, but all other compensation amounts should be left in the
13 budget as placeholders only. Councilmembers Anderson and Gailey agreed and Councilmember Anderson suggested the
14 Council proceed. Councilmember Maughan stated that he has additional concerns regarding salaries; he cannot vote to
15 support the budget until those concerns are addressed. Councilmember Lisonbee asked if the concerns are relating to the 2.3
16 percent merit increases. Councilmember Maughan stated most of his concerns are related to career development increases.
17 Mr. Bovero stated those increase can be set aside if the Council is only approving a placeholder. It is possible for staff to
18 include language in the resolution to adopt the budget to indicate that staff cannot proceed with additional increases until
19 voted upon in a public meeting.

20

21 [9:52:01 PM](#)

22 **Discussion regarding potential amendments to Title Two**
23 **of the Syracuse City Code.**

24 A staff memo from the City Attorney explained the following documents have been drafted in response to our initial
25 discussions on this matter in February:

- 26 - Creation of 2.45 – Appointment Procedures – These either establish or clarify procedures related to appointments,
27 including appointment of replacement councilmembers in case of vacancy.

- 1 - Additional sections in Title 2 related to Youth Court, Youth City Council, Volunteer Coordinators, and Liaisons –
- 2 These sections generate code to match existing practices in the city.
- 3 - Local District Appointment Amendments
 - 4 ○ Two alternative versions have been generated – one in which the Council would have the authority to
 - 5 appoint the Local District Board members, and including the Mayor in the voting; and the other which
 - 6 reinforces the Mayor’s authority to make these appointments with the Council’s advice and consent.
 - 7 ○ Current code provides that the Mayor may make appointments to boards, with the Council’s advice and
 - 8 consent. As such, any ordinance which removes this authority from him will require his participation as a
 - 9 voting member.

10 [9:52:10 PM](#)

11 Mr. Roberts reviewed his staff memo. He made the distinction between the two alternative versions that have been
12 drafted.

13 [9:56:40 PM](#)

14 The Council engaged in brief discussion regarding various sections of Title Two, with a focus on issues such as
15 removal of the City Manager, filling board vacancies, and the appointment process for local district boards. For issues where
16 there appeared to be a conflict between the City Code and Utah Code regarding forms of government, Mr. Roberts indicated
17 he will review all code references and reconcile any issues before presenting a final document to the Council at a future
18 meeting.

19 [10:03:12 PM](#)

20 Councilmember Lisonbee indicated she and Councilmember Anderson brought a version to the table and she
21 supports that option, which is the first option. She stated she does not want to spend too much time debating the issue until it
22 is included on an agenda for adoption as she feels the issue has been thoroughly discussed to this point.

23 [10:03:46 PM](#)

24 Mayor Palmer stated he wants to make sure that everyone understands that the option that has been recommended
25 by the Council will result in a removal of his powers. He has spoken with Councilmembers who do not agree that is the case,
26 but that is incorrect. He then read the following written statement to summarize his feelings about the issue.

1 [10:10:49 PM](#)

2 Councilmember Lisonbee stated she feels there have been some wide assertions stated and she wants to answer to a
3 few of them. This proposal is not hers; rather, it is the language that was developed by the sub-committee. Mayor Palmer
4 stated he did not agree with that language. Councilmember Lisonbee stated Mayor Palmer was not part of the sub-committee,
5 though he attended their meetings. This is a result of the sub-committee. Secondly, the attorney for the Association of Special
6 Districts gave an opinion that supported the assertion she has made; this is about a taxpayer entity and not about advice by the
7 Council, appointment by the Council, and consent by the Council and, rather, the Mayor is included in the process as a voting
8 member and he forgot to mention that though it is an important distinction.

9 [10:12:12 PM](#)

10 Mayor Palmer stated that he personally did not know that someone has advised that an appointment can get to the
11 Council without involvement by the Mayor; however, five attorneys have said that the intent of the language in State Code is
12 clear and that is the reason all other cities are handling appointments in the manner that Syracuse has done previously.
13 Councilmember Lisonbee stated that interesting enough is that the attorney she referenced actually wrote the code.

14 [10:12:26 PM](#)

15 Councilmember Maughan stated that what is lost in this is that the word council means the body is going to agree by
16 discussion and reaching some kind of consensus. He stated he feels what is being fought over is who gets to go first; if
17 consent of the Council is still present, then any three members of the Council can change their position no matter the opinion
18 of the Mayor. He stated he thinks the best idea is for the body to come together and ask what best serves the people and that
19 is a step that was missing in the past. Mayor Palmer stated that is advice. Councilmember Maughan stated in the past several
20 times that appointments to special districts have taken place, that step was overlooked and it was more about someone setting
21 a course and the Council taking action to stop it in order to alter the course. He stated that the reason this is a touchy subject
22 is that the council portion was missing.

23

24 [10:14:12 PM](#)

25 **City Council meeting schedule/format.**

1 An Administrative staff memo explained during the May 10 Syracuse City Council work session, several
2 Councilmembers expressed concerns regarding the effectiveness of the current City Council meeting schedule and requested
3 an opportunity to discuss their concerns further.

4 [10:14:24 PM](#)

5 Councilmember Maughan stated he feels time is wasted by holding a work session prior to business meetings on the
6 second Tuesday of the month; he proposed eliminating that meeting and simply beginning the business meeting at 6:00 p.m.
7 The Council engaged in discussion regarding the proposal, ultimately agreeing to eliminate the work session on the second
8 Tuesday of the month and hold a business meeting that begins at 6:00 p.m. They also agreed to maintain the extended work
9 session on the fourth Tuesday of the month with the option of calling special business meetings to respond to pressing issues.

10

11 [10:23:57 PM](#)

12 **Public comments**

13 TJ Jensen, referenced the discussion regarding potential changes to title two of the City Code and explained the
14 reason there may still be references to a City Administrator in the title is because that was the title assigned to the position
15 prior to 2007. When the title was changed to City Manager, there may have been a few of the old references that were
16 missed. He then discussed the option of disposing of miscellaneous parcels of land throughout the City and suggested one
17 option may be to confer with those that own property directly adjacent to the parcels and offer them a credit or discount on
18 their monthly utility bill if they are willing to maintain the parcels.

19 [10:25:14 PM](#)

20 Police Chief Atkin addressed the Council regarding the discussions that took place this evening regarding employee
21 compensation issues. He stated that he appreciates the budget process the Council followed this year, it was a great process.
22 He apologized for speaking in generalities because the final benchmark data for his Department has not been provided to him
23 and he is now aware of the information the Council has in front of them. He stated the raise or wage that was intended for
24 him is not worth the loss of employees in his Department because they make his life much easier. If his wage is in the way of
25 them getting an increase, he has no problem foregoing it. He hears concerns of employees primarily based on the constant
26 shifting of policies; it is very dangerous. When he began his employment with the City, City employees had not received

1 raises for several years; soon after the Council allotted \$150,000 for raises and the Council felt the manner in which that
2 funding was distributed was not effective. The Council then enacted a policy saying that employees would be paid within the
3 60th to 70th percentile for their position based on the median for similar positions in other cities. The Council also enacted a
4 merit policy where 2.8 percent of budgets was set aside for merit increases and under that exceptional employees could get
5 more than 2.8 percent and average employees would get less. The Council also enacted a promotion and advancement policy
6 and a career development policy to provide for those employees with no direct advancement opportunities to get raises for
7 improving skills. Now all of those policies are being questioned. All employees have been made aware of these policies in
8 employee meetings and department policies have been enacted based upon the policies. The employees were given
9 information about the policies to get them to buy-in to what is going on in the City and to give them some indication that the
10 City is moving in the right direction after several years of inability to provide wage increases. Again, all of that is being
11 questioned and now the Council is considering deciding policy based upon predetermined ideas and that is a dangerous spot
12 for the City to be in. The lack of perceived stability could crush morale and result in decisions made by employees out of
13 frustration and fear. In Council meetings the fact that the City has a very high median salary and low property taxes has been
14 championed and that it is a desirable bedroom community where people want to live. All of those things are true and all of
15 them are admirable, but living here does require some understanding that absent a commercial district – which residents have
16 said they do not want – a greater burden must fall on the taxpayers to fund a consistently growing City. Letting go of
17 qualified, dedicated, well-trained employees for a few dollars an hour does result in a reduction in service for our residents
18 and a loss of productivity. It also results in unnecessary expenditure of money to hire, perform background checks, and train
19 new employees. All the money invested in training new employees is lost when an employee leaves the City; the same is true
20 for institutional knowledge that employee may have. He stated that Police Officers have conducted some of their own
21 outreach to departments in other cities to gain a clearer understanding of their pay system and they have found employees
22 that are being paid outside of the wage scale; that will not show up in benchmarking and there will always be anomalies in
23 such comparisons that need to be addressed on an individual basis. Absent a policy employees can believe in and that
24 competes with other cities, the City will be in a spot where employees can see where they want to be and they will believe
25 that the only way to get there will be to go out and get another job offer in order to come back to the Council and ask for
26 more money to stay. He stated maybe such a policy will help the City get rid of some ‘dead wood’ or average employees, but
27 in many cases it is excellent employees that are looking for jobs elsewhere; they typically come back and say they want to

1 stay, but someone else may be telling them they are worth more. Sometimes the Council may agree and increase that
2 employee's compensation, but the bottom line is that the employee was made to go through that and even though they may
3 get more money they do not truly feel they are appreciated for what they have done and, rather, they feel they had to hold the
4 Council hostage. This is not the same as just being recognized for what you do for the City. Capping the merit increase at 2.3
5 percent essentially creates a step in grade program and does not reward exceptional performance, though that is what the City
6 should covet. The City should want employees to be performing at a high level, but the cap means that employees that were
7 rewarded for exceptional performance in the past will no longer have the same experience. With the cap the difference
8 between a top performer and an average performer is now very small and he thinks that what may result is that evaluators
9 may give higher performance ratings to compensate for the decrease in opportunity. Some of the compounding formula
10 problems that were discussed earlier are a result of lack of action by past Councils that led to the compression problems. He
11 discussed compression in general terms and stated that as a result of compression he has Officers in his Department that have
12 been employed with the City for 13 years and they have only recently been advanced to the Police Officer 3 position. The
13 delay in advancement caused a compounding problem. The idea of alternating between merit increases and bonuses each year
14 will create an additional compression issue because employees will fall further behind their comparison cities; at some point
15 the City will conduct another benchmark survey and find that employees are not keeping track with the market.

16 [10:36:49 PM](#)

17 Councilmember Maughan stated Chief Atkin is absolutely the icon of what the Council wants Department Heads to
18 be; he appreciates his work and his stellar Department. The problem the Council is addressing at this point is the manner in
19 which different wage increases are stacking up in combined forms and it can get out of the Council's ability to address. That
20 is something the Council must address going forward. He stated that though he may have offended City employees during
21 tonight's meeting, he still feels like his first responsibility is to the 28,000 people that live in Syracuse, including those
22 residents that work for the City. He must raise certain questions so that they can be addressed. One of the greatest concerns
23 he had this week is the research he did on the raises that were given several years ago when the Council allocated \$150,000;
24 the perception and evidence seems to be that money did not go to the bulk of employees and, rather, it went to a select few.
25 Those handful of people are the same people that are at the top. His concern is that again in the budget this year, most of the
26 raises are coming right at the top and he does not want to address it that way; he does not want to say that all Department
27 Heads come before everyone else and, instead, that everyone should be addressed. He has no issue with any raises suggested

1 in the Police Department or in other Departments beyond the raises being recommended for the Department Head; but he
2 does have an issue with the fact that when the process began, some Department Heads were scheduled to get greater increases
3 than their entire Department combined and that was out of balance. This is not a personal reflection on any Department Head
4 and Syracuse City has fabulous people working here. He does not want them to leave, but he does have a problem with
5 raising top employees at high levels without helping anyone else. He is trying to figure out a way to make the information
6 easy to understand because the stacking is a real problem; when the City plans to address career development, merits, wage
7 compression, and benchmarking some people are getting huge raises while others are not being addressed and the result is a
8 budget that is out of whack. He would love to say the City had more money overall and that may need to be addressed with
9 the residents of Syracuse, which may not be pleasant for the City Council. He concluded by thanking the employees for what
10 they do; there is no way to say that in financial terms because the City does not have enough money and there are limits.

11 [10:40:21 PM](#)

12 Councilmember Lisonbee stated she agrees with Councilmember Maughan's comments about the Police
13 Department; she wants to make sure Chief Atkin understands that in all Council conversations about the Police Department,
14 all have recognized that the Department must be addressed. This is not only because of past decisions made in the City, but
15 due to trends in the State and nationwide; there are many factors that led to wage wars between police departments and the
16 Council wants to retain the Police Officers that currently serve the City. Overall, what the Council is trying to do is hold to
17 the policy while addressing the fact that it may have overshot the goal; the policy goal is to remain competitive to keep
18 employees, but some of the suggested fixes have not answered that and could actually result in layoffs in the future even with
19 a tax increase because they are so costly. The Council needs to make sure that the policy reflects the goal; she understands
20 employees can sometimes see a policy change and panic and that everyone relies upon their salary to support their family. No
21 one is talking about reducing salaries overall, but the focus is on remaining competitive while not overshooting. She stated
22 that the Council does look at benchmarking data in the aggregate and higher paid cities can skew the results and that must be
23 considered. She added that capping merit increases at 2.3 percent is the magic number that can move an employee through
24 their wage scale in 18 years. This is a quick time frame given that employees must work for 30 years before being eligible to
25 retire. She added she is happy to talk to any employee about their concerns via telephone or email, but she stressed that the
26 Council understands the Police Department is a special case and they will be addressed.

27

1 [10:44:54 PM](#)

2 TJ Jensen briefly addressed the idea to change the Council meeting format and stated that up until 2008 the City
3 Council had two regular meetings per month, but the agendas were much lighter due to a decrease in development associated
4 with the recession; that was the reason the decision was made to eliminate one voting meeting and only hold a work session
5 on the fourth Tuesday of the month.

6

7 [10:45:12 PM](#)

8 Mr. Bovero stated he wanted to make a clarification for the benefit of those employees listening to the meeting; for
9 several supervisory positions there were increases proposed due to benchmarking and compression issue; however, that was
10 not intentional and is just a result of the data that came from the analysis that was completed. When staff walked through step
11 by step with the Council the criteria and formulas that would be used to conduct the analysis, everyone agreed on it and there
12 was even discussion about the fact that the Council wants to value the positions in the City that are more difficult to replace
13 and retrain; naturally those tend to be supervisory positions and there may be more value on that. He stated that
14 Councilmember Maughan is not wrong in the statements he made, but he wants to be clear that based on the analysis
15 formulas that were approved, everyone was evaluated on the same criteria and the results are just a produce of that work.
16 There is no proposal from staff to give Department Heads the bulk of the money. There is one Department that he can think
17 of where the Department Head's adjustment was higher than the rest of the Department combined, but for first line
18 supervisors throughout the City many adjustments have been proposed because those positions are harder to fill when
19 vacancies occur. Councilmember Lisonbee agreed and stated she is not insinuating anything nefarious has occurred; the
20 criteria the Council talked about was discussed in the context of wage compression, but she was not expecting to see
21 benchmark adjustments based upon those criteria and then wage compression and merits stacked upon those adjustments. In
22 comparison to other cities, the data indicates the City is overpaying and that does not meet the expected goals of the policy.

23

24 [10:48:03 PM](#)

25 **Council business**

26 Mayor Palmer indicated Council business would not be discussed and declared the meeting adjourned.

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The meeting adjourned at [10:48:13 PM](#) p.m.

Terry Palmer
Mayor
Date approved: _____

Cassie Z. Brown, CMC
City Recorder



CITY COUNCIL REGULAR MEETING

June 14, 2016

Agenda Item #6

Award of Contract for Liability and Property Insurance Coverage for FY17.

The Council must determine which proposal best meets the needs of the City, considering the written submissions and presentations by the proposers. Action at this meeting is essential in order to ensure coverage beginning in July.

Questions may be directed to Steven Marshall or Paul Roberts

RESOLUTION R16-28

A RESOLUTION OF THE SYRACUSE CITY COUNCIL AWARDING A CONTRACT FOR LIABILITY AND PROPERTY INSURANCE COVERAGE FOR FISCAL YEAR 2017.

WHEREAS, the City maintains property and liability insurance for the satisfaction of claims against the City and damage to City property; and

WHEREAS, the City published a Request for Proposals, which was published in newspapers of general circulation on April 3, 2016 and April 10, 2016; and

WHEREAS, the City received two proposals, which were opened on May 17, 2016 and evaluated by members of City staff; and

WHEREAS, the City Council has received the information provided by the proposers, as well as presentations by the proposers during a public Work Session held on May 24, 2016; and

WHEREAS, the Council finds that satisfactory insurance coverage requires a combination of many aspects, including premium and deductible expenses, the experience of staff, customer service, depth and breadth of coverage, strength of references, and risk management tools which will be made available to the City; and

WHEREAS, the Council has determined that the contract for liability and property insurance for FY17 should be awarded to the successful proposer.

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

Section 1. Successful Proposer. The Council determines that _____ is the successful proposer, and the Mayor is authorized to execute an agreement in accordance with the proposal provided by the successful proposer, for the coming fiscal year.

Section 2. Effective Date. This Resolution shall become effective immediately.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 14th DAY OF JUNE, 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	_____	_____



COUNCIL AGENDA

June 14, 2016

Agenda Item #7

Accept or Deny Petition 2016-01 requesting the annexation into Syracuse City 237.46 acres of property located at approximately 2000 West and Gentile Street and forward to the City Recorder for certification.

Factual Summation

- Any questions regarding this item can be directed at City Recorder Cassie Brown.

Background

On June 1, 2016 Woodside Homes filed a petition to annex into Syracuse City 237.46 acres of property located at approximately 2000 West and Gentile Street. If the Council votes to accept the annexation petition I will begin the certification process pursuant to the provisions of Title 10-2-403 of the Utah Code Annotated.

I will be available to answer any questions regarding the annexation process.

Staff Recommendation

Accept or Deny Petition 2016-01 requesting the annexation into Syracuse City 237.46 acres of property located at approximately 2000 West Gentile Street, and forward to the City Recorder for certification.

PETITION FOR
ANNEXATION OF TERRITORY
TO

SYRACUSE CITY, UTAH

1787 South 2000 West

Syracuse, Utah 8407

Phone: 825-1477

FAX: 825-3001

Petition No. 2010-01
Filed in the Office of the City Recorder CR
By Woodside Homes of Utah, LLC
Date June 1, 2014
Fee 21,966.97 Check # 50250429



TO THE SYRACUSE CITY COUNCIL:

The undersigned real property owners respectfully petition and pray that the described lands and territory in Davis County, Utah, attached hereto as Exhibit A, be immediately annexed to Syracuse City.

In support of this petition, the petitioners respectfully declare and represent that they are a majority of the owners of the private real property located within the above-described territory and are the owners of not less than one-third (1/3) in value of all said territory as shown by the last assessment rolls of Davis County, State of Utah, and that the said territory lies contiguous to the Corporate limits of Syracuse City, a Municipal Corporation of Utah.

Signature	Printed Name	Address
	Adrianna Jensen <small>dotloop verified 05/10/16 3:01PM MDT VWIC-EUYG-AFAJ-SUFR</small>	350 G St. SW #614, Washington DC, 20024
Jensen Brothers Davis County Properties, LLC Authorized Agent		
	Katrina Jensen <small>dotloop verified 05/09/16 9:06PM MDT BYIQ-MOPR-QJ00-5PL5</small>	350 G St. SW #614, Washington DC, 20024
Jensen Brothers Davis County Properties, LLC Authorized Agent		
	Amanda Jensen <small>dotloop verified 05/09/16 8:39PM MDT OUTL-MXYT-WCQC-UFBT</small>	616 Partrice Dr. SE Leesburg, VA 20175
Jensen Brothers Davis County Properties, LLC Authorized Agent		

(A copy of this petition is to be submitted by the petitioner to the Davis County Clerk the same day it is filed with Syracuse City.)

Attachment A

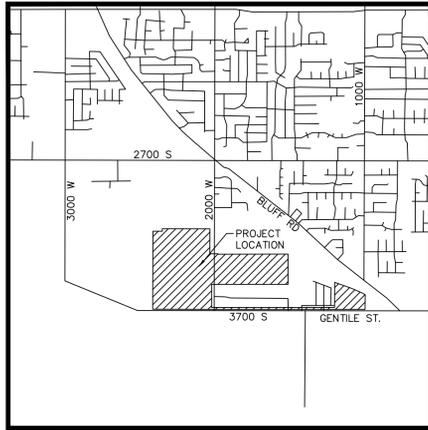
Legal Description

BOUNDARY DESCRIPTION

A portion of the SE1/4 & the NE1/4 of Section 21, the SW1/4 & the SE1/4 of Section 22, the SW1/4 of Section 23, the NE1/4 of Section 28, the NW1/4 & the NE1/4 of Section 27, and the NW1/4 of Section 26, Township 4 North, Range 2 West, Salt Lake Base & Meridian, more particularly described as follows:

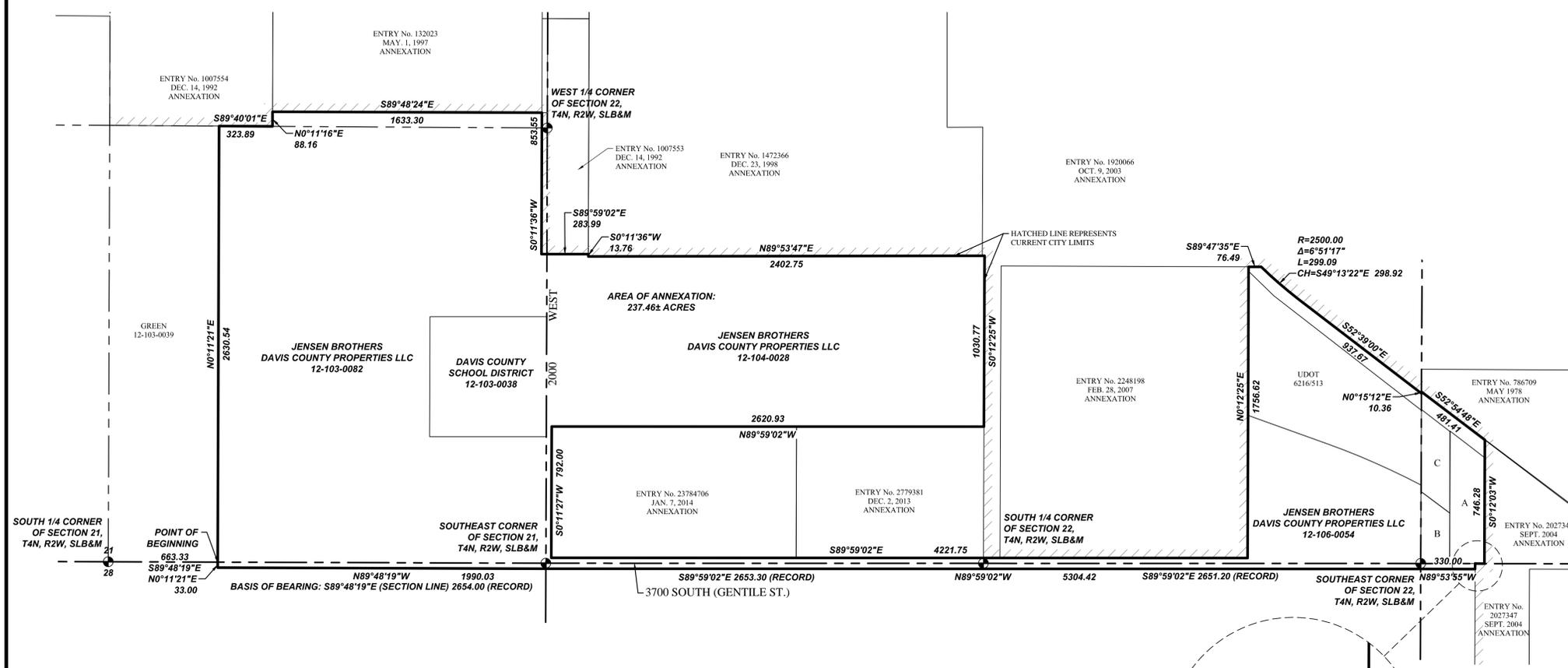
Beginning at a point located S89°48'19"E along the Section line 663.33 feet from the South ¼ Corner of Section 21, T4N, R2W, S.L.B.& M.; thence N0°11'21"E 2,630.54 feet to the southerly Corporate Limits of Syracuse City; thence along said Corporate Limits the following 20 (twenty) courses and distances: S89°40'01"E 323.89 feet; thence N0°11'16"E 88.16 feet; thence S89°48'24"E 1,633.30 feet; thence S0°11'36"W 853.55 feet; thence S89°59'02"E 283.99 feet; thence S0°11'36"W 13.76 feet; thence N89°53'47"E 2,402.75 feet; thence S0°12'25"W 1,030.77 feet; thence N89°59'02"W 2,620.93 feet; thence S0°11'27"W 792.00 feet; thence S89°59'02"E 4,221.75 feet; thence N0°12'25"E 1,756.62 feet; thence S89°47'35"E 76.49 feet to the centerline of Bluff Road; thence Southeasterly along the arc of a 2,500.00 foot radius curve to the left (radius bears: N44°12'17"E) 299.09 feet through a central angle of 6°51'17" (chord: S49°13'22"E 298.92 feet); thence S52°39'00"E 937.67 feet to the west line of Section 23; thence N0°15'12"E along the Section line 10.36 feet; thence S52°54'48"E 481.41 feet; thence S0°12'03"W 746.28 feet to the south line of said Section 23; thence N89°53'55"W along the Section line 56.00 feet; thence S0°14'29"W 33.00 feet; thence N89°53'55"W parallel with, and 33.00 feet southerly of the Section line 330.00 feet; thence N89°59'02"W parallel with, and 33.00 feet southerly of the Section line 5,304.42 feet; thence N89°48'19"W parallel with, and 33.00 feet southerly of the Section line 1,990.03 feet; thence N0°11'21"E 33.00 feet to the point of beginning.

Contains: 237.46+/- acres



VICINITY MAP
N.T.S

PLAN OF ANNEXATION
 INTO
THE CORPORATE LIMITS OF SYRACUSE CITY
 LOCATED IN THE SE1/4 & THE NE1/4 OF SECTION 21, THE SW1/4 & THE SE1/4 OF SECTION 22, THE SW1/4 OF SECTION 23,
 THE NE1/4 OF SECTION 28, THE NW1/4 & THE NE1/4 OF SECTION 27, & THE NW1/4 OF SECTION 26, T4N, R2W, SLB&M
 SYRACUSE CITY,
 DAVIS COUNTY, UTAH



OWNERSHIP TABLE

A	LAYTON NINE LTD 12-108-0045
B	UTAH DEPT. OF TRANSPORTATION 12-108-0306
C	UTAH DEPT. OF TRANSPORTATION 12-108-0305



SURVEYOR'S CERTIFICATE
 I, Dennis P. Carlisle, do hereby certify that I am a Professional Land Surveyor, and that I hold Certificate No. 172675 in accordance with Title 58, Chapter 22 of Utah State Code. I further certify that this Plat is a true and accurate map of the tract of land to be annexed into Syracuse City, Utah.
 _____ Date
 Dennis P. Carlisle
 Professional Land Surveyor
 Certificate No. 172675

BOUNDARY DESCRIPTION
 A portion of the SE1/4 & the NE1/4 of Section 21, the SW1/4 & the SE1/4 of Section 22, the SW1/4 of Section 23, the NE1/4 of Section 28, the NW1/4 & the NE1/4 of Section 27, and the NW1/4 of Section 26, Township 4 North, Range 2 West, Salt Lake Base & Meridian, more particularly described as follows:
 Beginning at a point located S89°48'19"E along the Section line 663.33 feet from the South 1/4 Corner of Section 21, T4N, R2W, S.L.B.& M.; thence N0°11'21"E 2,630.54 feet to the southerly Corporate Limits of Syracuse City; thence along said Corporate Limits the following 20 (twenty) courses and distances: S89°40'01"E 323.89 feet; thence N0°11'16"E 88.16 feet; thence S89°48'24"E 1,633.30 feet; thence S0°11'36"W 853.55 feet; thence S89°59'02"E 283.99 feet; thence S0°11'36"W 13.76 feet; thence N89°53'47"E 2,402.75 feet; thence S0°12'25"W 1,030.77 feet; thence N89°59'02"W 2,620.93 feet; thence S0°11'27"W 792.00 feet; thence S89°59'02"E 4,221.75 feet; thence N0°12'25"E 1,756.62 feet; thence S89°47'35"E 76.49 feet to the centerline of Bluff Road; thence Southeasterly along the arc of a 2,500.00 foot radius curve to the left (radius bears: N44°12'17"E) 299.09 feet through a central angle of 6°51'17" (chord: S49°13'22"E 298.92 feet); thence S52°39'00"E 937.67 feet to the west line of Section 23; thence N0°15'12"E along the Section line 10.36 feet; thence S52°34'48"E 481.41 feet; thence S0°12'03"W 746.28 feet to the south line of said Section 23; thence N89°53'55"W along the Section line 56.00 feet; thence S0°14'29"W 33.00 feet; thence N89°53'55"W parallel with, and 33.00 feet southerly of the Section line 330.00 feet; thence N89°59'02"W parallel with, and 33.00 feet southerly of the Section line 5,304.42 feet; thence N89°48'19"W parallel with, and 33.00 feet southerly of the Section line 1,990.03 feet; thence N0°11'21"E 33.00 feet to the point of beginning.
 Contains: 237.46± acres

SYRACUSE CITY ENGINEER
 I HEREBY CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES PREREQUISITE TO APPROVAL BY THE CITY ENGINEER OF THE FOREGOING PLAT AND DEDICATIONS HAVE BEEN COMPLIED WITH.
 _____ CITY ENGINEER
 DATE _____

SYRACUSE CITY APPROVAL
 I, CERTIFY THAT I AM THE DULY APPROVED QUALIFIED AND ACTING CITY RECORDER OF SYRACUSE CITY, A MUNICIPAL CORPORATION OF UTAH, AND THAT THE FOREGOING PLAT OF LANDS SOUGHT TO BE ANNEXED TO SAID CITY, WITH A PETITION OF THE MAJORITY OF THE PROPERTY OWNERS OF THE REAL PROPERTY EMBRACED THEREIN FOR SUCH ANNEXATION WERE FILED IN MY OFFICE ON THE _____ DAY OF _____, 2016 THAT THE QUESTION OF SUCH ANNEXATION WAS DULY SUBMITTED TO AND VOTED ON BY THE CITY COUNCIL OF SYRACUSE CITY AT ITS MEETING CONVENED AND HELD ON THE _____ DAY OF _____, 2016. THAT ON SUCH VOTE MORE THAN TWO THIRDS OF ALL MEMBERS OF SAID COUNCIL VOTED IN FAVOR OF SAID ANNEXATION; AND THAT THE FOREGOING PLAT IS THE PLAT REFERRED TO IN SYRACUSE CITY ORDINANCE NO. _____ DULY ORDAINED BY SAID COUNCIL ON _____ DAY OF _____, 2016, DECLARING SAID ANNEXATION.
 _____ SYRACUSE CITY RECORDER
 _____ SYRACUSE CITY MAYOR
 WITNESS MY HAND AND SEAL THIS _____ DAY OF _____, 2016

DAVIS COUNTY SURVEYOR
 THIS PLAT IS HEREBY APPROVED AS A FINAL LOCAL ENTITY PLAT AS REQUIRED BY UTAH CODE 17-23-20 APPROVED THIS _____ DAY OF _____, 2016.
 _____ DAVIS COUNTY SURVEYOR

RECORDED # _____
 STATE OF UTAH, COUNTY OF DAVIS
 RECORDED AND FILED AT THE REQUEST OF _____
 DATE _____ TIME _____ BOOK _____ PAGE _____
 FEE \$ _____ COUNTY RECORDER



CITY COUNCIL AGENDA

June 14, 2016

Agenda Item #8

Cul-De-Sac Ordinance Change

Questions on this issue should be directed to Jo Hamblin and Brigham Mellor

Factual Summation:

It was brought to the attention of the CED department that there were conflicts in the Syracuse Municipal Code:

SMC § 8.15.010

(L) Cul-de-sacs (a street having only one outlet that terminates at the other end by a vehicle turnaround) shall be no longer than 500 feet from the centerline of the adjoining street to the center of the turnaround. Each cul-de-sac must be terminated by a turnaround of not less than 100 feet in diameter, measured to the property lines.

VS.

SMC § 7.05.020 And Syracuse engineering standards

The International Fire Code as currently adopted by the state of Utah is hereby adopted by reference and made part of this chapter. Appendices B, Fire-Flow Requirements for Buildings; C, Fire Hydrant Locations and Distribution; and D, Fire Apparatus Access Roads of the International Fire Code are also hereby adopted. Any successive amendments or editions adopted by the state of Utah are hereby incorporated herein by reference and shall be effective upon the date they are effective as a Utah State Statute. In the event a successive amendment or edition is adopted, Appendices B, C and D shall also be adopted and are hereby incorporated herein by this reference and shall be effective upon the same date. Appendices A, Board of Appeals; E, Hazard Categories; F, Hazard Ranking; and G, Cryogenic Fluids – Weight and Volume Equivalents are included as guides. A copy of said code shall be deposited in the administrative office of the City and open for public inspection.

This item was discussed in the extended work session of the city council on April 26, 2016 where city staff and the development community (represented by Mike Shultz of Castle Creek homes) discussed the pros and cons of each of the code text examples above and felt that 110 ft diameter is a good compromise.

Planning Commission weighed in on the subject in their May 17th, 2016 meeting and felt that the city should stick with the 120 ft diameter because they felt that that allowed the best turnaround for fire apparatus, other delivery trucks, and wider lot designs. The motion passed 5-1.

Additional Material:

- Exhibit 1 Graphical representation of the physical application of the code(s)
- Exhibit 2 Letter from Castle Creek homes
- Exhibit 3 Municipal Comparisons

Recommendation:

Amend SMC 07.05.020 and SMC 08.15.010 to reflect the width the city would like to see going forward based on the information presented to the council correcting the conflict between the 2 codes.

Exhibit A

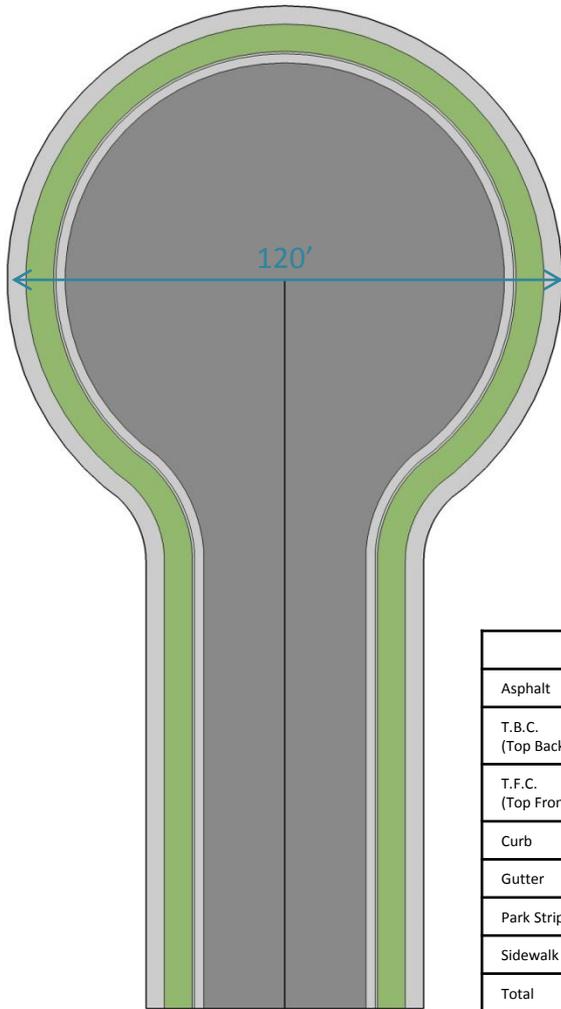
SMC § 8.15.010

(L) Cul-de-sacs (a street having only one outlet that terminates at the other end by a vehicle turnaround) shall be no longer than 500 feet from the centerline of the adjoining street to the center of the turnaround. Each cul-de-sac must be terminated by a turnaround of not less than ~~100 feet~~ 110 feet in diameter, measured to the property lines.

Exhibit B

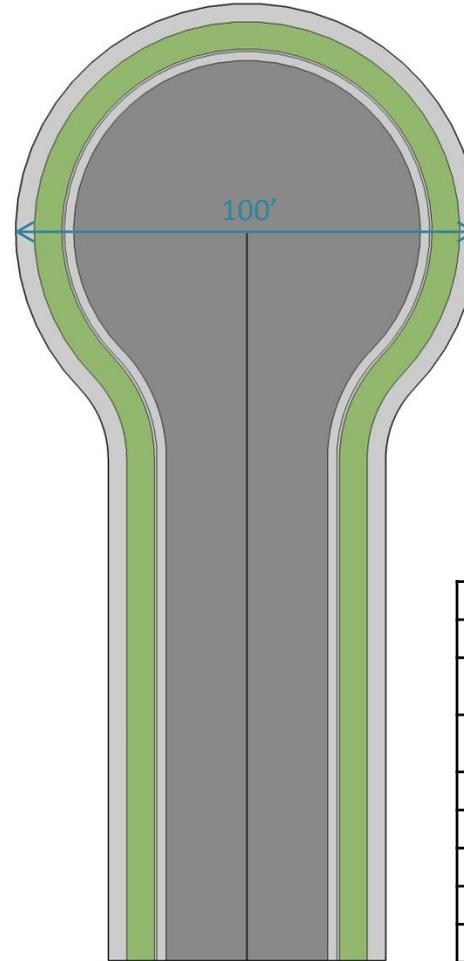
SMC § 7.05.020

The International Fire Code as currently adopted by the state of Utah is hereby adopted by reference and made part of this chapter. Appendices B, Fire-Flow Requirements for Buildings; C, Fire Hydrant Locations and Distribution; and D, Fire Apparatus Access Roads of the International Fire Code are also hereby adopted. Any successive amendments or editions adopted by the state of Utah are hereby incorporated herein by reference and shall be effective upon the date they are effective as a Utah State Statute. In the event a successive amendment or edition is adopted, Appendices B, and C shall also be adopted and are hereby incorporated herein by this reference and shall be effective upon the same date. **Appendix D shall also be adopted but amended to follow design standards for cul-de-sacs identified in SMC § 8.15.010.** Appendices A, Board of Appeals; E, Hazard Categories; F, Hazard Ranking; and G, Cryogenic Fluids – Weight and Volume Equivalentents are included as guides. A copy of said code shall be deposited in the administrative office of the City and open for public inspection.



	Diameter	Radius
Asphalt	95'	47.5'
T.B.C. (Top Back of Curb)	100'	50'
T.F.C. (Top Front of Curb)	99'	49.5'
Curb	1'	.5'
Gutter	4'	2'
Park Strip	12'	6'
Sidewalk	8'	4'
Total	120'	60'

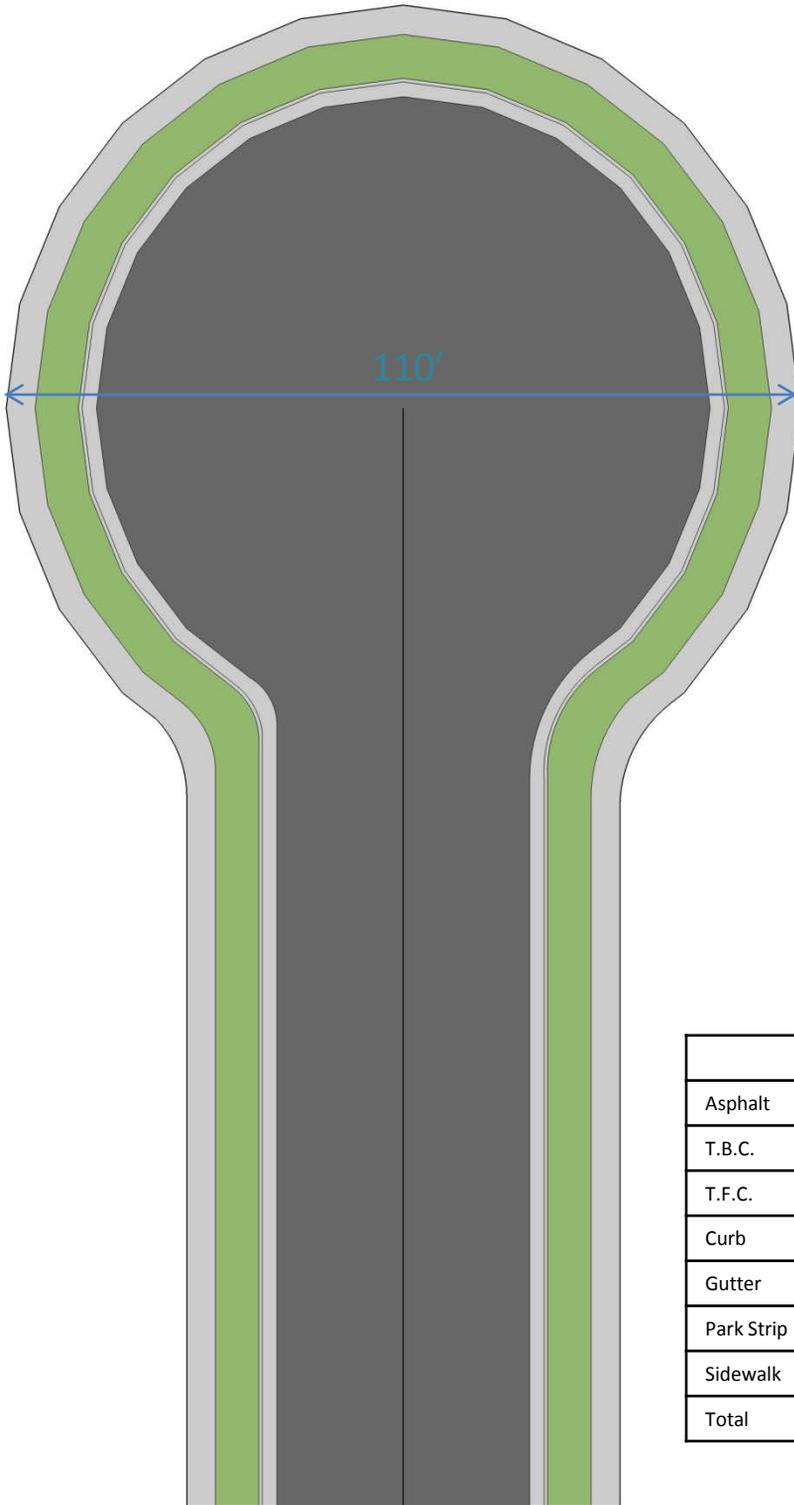
Typical Cul-De-Sac Detail from adopted Syracuse City Engineering Standards



	Diameter	Radius
Asphalt	75'	37.5'
T.B.C. (Top Back of Curb)	80'	40'
T.F.C. (Top Front of Curb)	79'	39.5'
Curb	1'	.5'
Gutter	4'	2'
Park Strip	12'	6'
Sidewalk	8'	4'
Total	100'	50'

Current Subdivision Ordinance: 8.15.010 (L) Cul-de-sacs (a street having only one outlet that terminates at the other end by a vehicle turnaround) shall be no longer than 500 feet from the centerline of the adjoining street to the center of the turnaround. Each cul-de-sac must be terminated by a turnaround of not less than 100 feet in diameter, measured to the property lines.

* Note: Property lines are on the back of the sidewalk



	Diameter	Radius
Asphalt	85'	42.5'
T.B.C.	90'	45'
T.F.C.	89'	44.5'
Curb	1'	.5'
Gutter	4'	2'
Park Strip	12'	6'
Sidewalk	8'	4'
Total	110'	55'

Potential Cul-De-Sac Detail



State of Utah

GARY R. HERBERT
Governor

SPENCER J. COX
Lieutenant Governor

Utah Department of Public Safety

KEITH D. SQUIRES
Commissioner

Utah State Fire Marshal

COY D. PORTER
State Fire Marshal

January 25, 2016

The Honorable Mike Shultz
2135 North 4500 West
Hooper, UT 84315

Re: Cul-de-sac

Dear Representative Schultz:

Thank you for meeting with us and the UHBA last Friday to resolve the conflicts with the 2015 International Fire Code. During that meeting you had some questions concerning cul-de-sac requirements as they pertain to the fire code. Section 503.2.5 of our current code and the same section in the proposed 2015 International Fire Code, require a turn-a-round within 150 feet of the end of a dead end:

503.2.5 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus.

The body of the code does not give any further direction. Appendix D of the fire code does offer more specific requirements and can be adopted as code by the local jurisdiction. The State does not adopt the appendices with the adoption of the fire code, leaving appeals, fire flow, fire hydrant placement, and road requirements (including turn-a-rounds) up to the local jurisdictions. Appendix D specifies a 96-foot diameter minimum requirement for the size of a cul-de-sac. This diameter is generally measured from curb line to curb line. Some jurisdictions in our State have reduced that requirement in their subdivision ordinance and only require an 80-foot diameter cul-de-sac. An 80-foot diameter is the smallest diameter requirement for a cul-de-sac that I am aware of.

The size of a fire department turn-a-round, and correspondingly the size of a cul-de-sac, should be based on the requirements of the anticipated responding fire apparatus. The fire code official and the local jurisdiction should also keep in mind that fire apparatus will continue to evolve. What worked forty years ago often does not work today, and what works today may not

The Honorable Mike Schultz
January 25, 2016
Page 2

work forty years from now. Fire apparatus may get larger or may get smaller. The local jurisdiction should consider, that as other types of turn-a-rounds require a “three point turn,” it is reasonable for fire apparatus to make a three point turn in an open area, i.e. a cul-de-sac, and not expect they should be able to turn fire apparatus around in a cul-de-sac without stopping and backing up in every circumstance.

It is my opinion that the example of acceptable fire apparatus, cul-de-sac, turn-a-round, with a diameter of 96-feet, given in appendix D of the International Fire Code is adequate.

Sincerely,

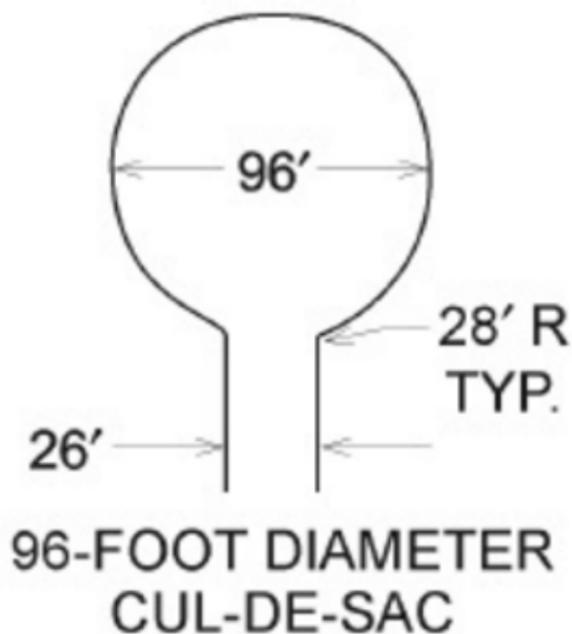
Ted Black
Chief Deputy State Fire Marshal

Attachment: International Fire Code, 2012 edition, Appendix D

SECTION D103 MINIMUM SPECIFICATIONS

D103.1 Access road width with a hydrant.

Where a fire hydrant is located on a fire apparatus



City	Length (no longer than)	Radius (to Back of Curb)	Drivable Surface (IFC)
Lehi	400'	50'	96'
Kaysville	600'	50'	96'
Coalville	400	50'	96'
Cache Valley	500	50'	96'
Taylorsville	400'	46	88'
Sandy	400'	46'	88'
West Point	600'	45.5'	87'
Roy	500'	45.5'	87'
Clearfield	400'	45.5'	87'
Bountiful	600'	44'	84'
North Salt Lake	600'	42'	80'
Layton	500'	42'	80'
Centerville	400'	42'	80'
Clinton	400'	40'	76'
Syracuse	500'	50 ' Radius	96 ' Diameter

ORDINANCE NO. 16-16

AN ORDINANCE AMENDING VARIOUS §8.15.010(L) AND §7.05.020 OF THE SYRACUSE CITY MUNICIPAL CODE AS THEY PERTAIN TO CUL DE SACS AND ENGINEERING DESIGN STANDARDS

WHEREAS, due to the pace of growth in the City there are changes to various City ordinances that are warranted; and

WHEREAS, these proposed changes come to the attention of the Planning Commission through varied means including but not limited to questions, concerns or complaints from the general public and developers that are seeking clarification on the language in the City code; and

WHEREAS, the Planning Commission takes each question or concern under consideration and addresses it on case-by-case basis in a fair and judicious manner paying specific attention to the reasonableness and legality of the request as well as the reasonableness and legality of the City's own ordinances; and

WHEREAS, after such consideration Planning Commission will either support and sustain current ordinances as adopted or in other cases have staff research and address each proposed change and put forth amendments to existing ordinances; and

WHEREAS, the City Council now hereby wishes to amend specific the sections §8.15.010(L) AND §7.05.020 to address such proposed changes.

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 follows:

Exhibit A and B of the staff report

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 14th DAY OF JUNE 2016.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

Mayor Terry Palmer

Voting by the City Council:

	"AYE"	"NAY"
Councilmember Anderson	___	___
Councilmember Lisonbee	___	___
Councilmember Bolduc	___	___
Councilmember Maughan	___	___
Councilmember Gailey	___	___



COUNCIL AGENDA

June 14th, 2016

Agenda Item # 9

Rezone R-2 to PRD, 1972 South 2000 West

Factual Summation

Please review the following information. Any questions regarding this agenda item may be directed to Brigham Mellor, CED Director.

Location:	1972 South 2000 West
Current Zoning:	R-2
General Plan:	PRD
Requested Zoning:	PRD
Total Area:	5.21 Acres
R-2 Density Allowed:	14 lots (3 lots/gross acre)
PRD Density Allowed:	28 lots (6 lots/gross acre)

Summary

Planning Commission reviewed this rezone application in their meeting on June 7th, 2016 and is forwarding an unanimous recommendation of approval. City Council approved the General Plan designation of this land to PRD on May 10th, 2016 after tabling the item on April 12th, to give the applicant a chance to provide the minimum 5 acres required in the PRD zone. The Planning Commission reviewed the General Plan Map change on April 5th and recommended denial to City Council because it did not meet the minimum acreage among other items.

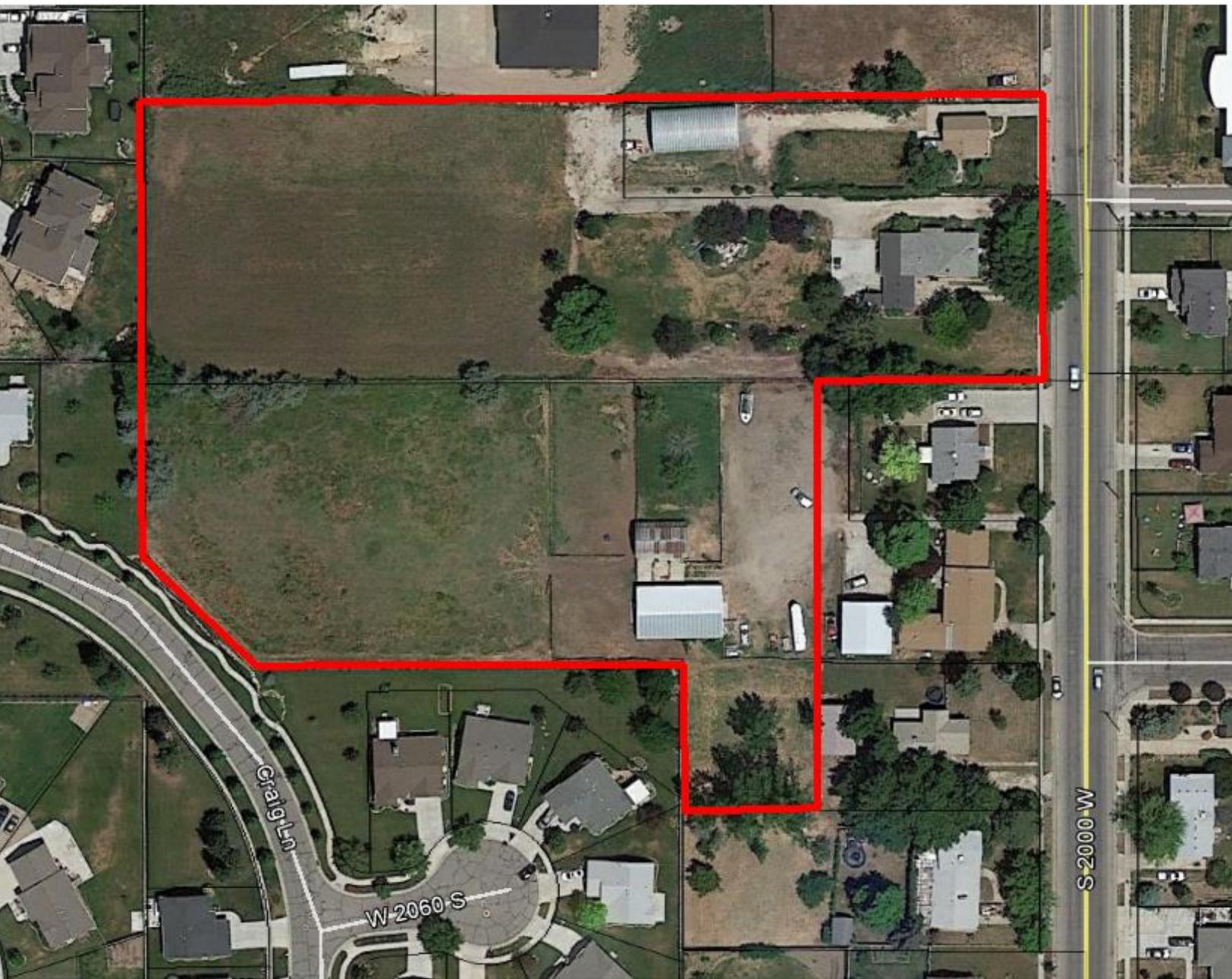
This property is adjacent to the Craig Estates development. The applicant wishes to join the Craig Estates HOA and extend a similar product onto their property. The Craig Estates HOA board has shown support for the project. A PRD development must have a minimum of five acres. Minimum acreage requirements are met. A development agreement is required in this zone. This will be required at the subdivision stage of the development process and not required at the rezone stage. Early concept plans that staff has seen from the developer show approximately 18 new homes.

The entitlement process would include the following: a general plan amendment (done), current zoning map amendment (this application), development agreement, concept subdivision plan, preliminary subdivision plan, and final subdivision plan approvals.

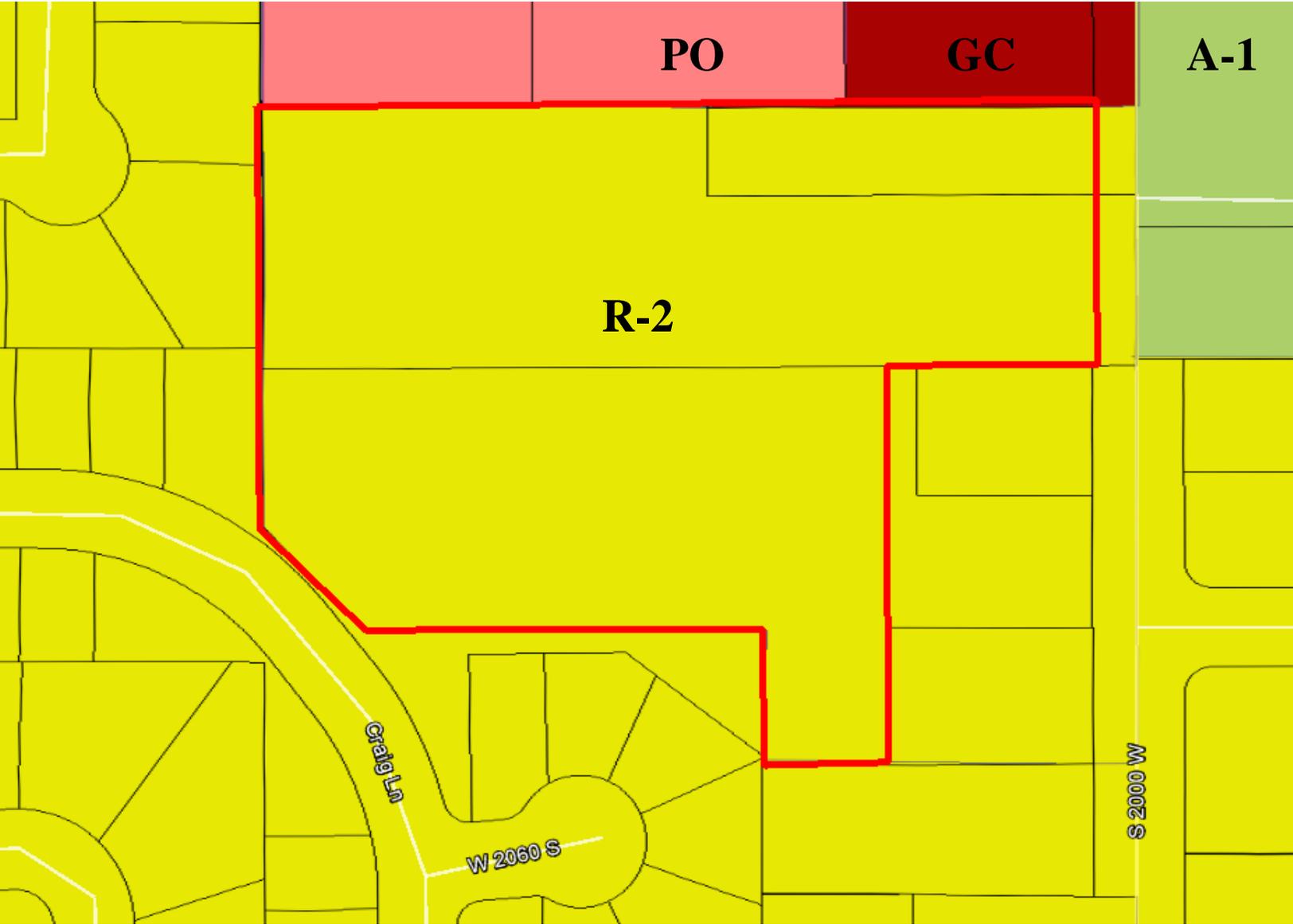
Attachments:

- Aerial Map
- Current Zoning
- **Requested Zoning**
- PRD zoning ordinance

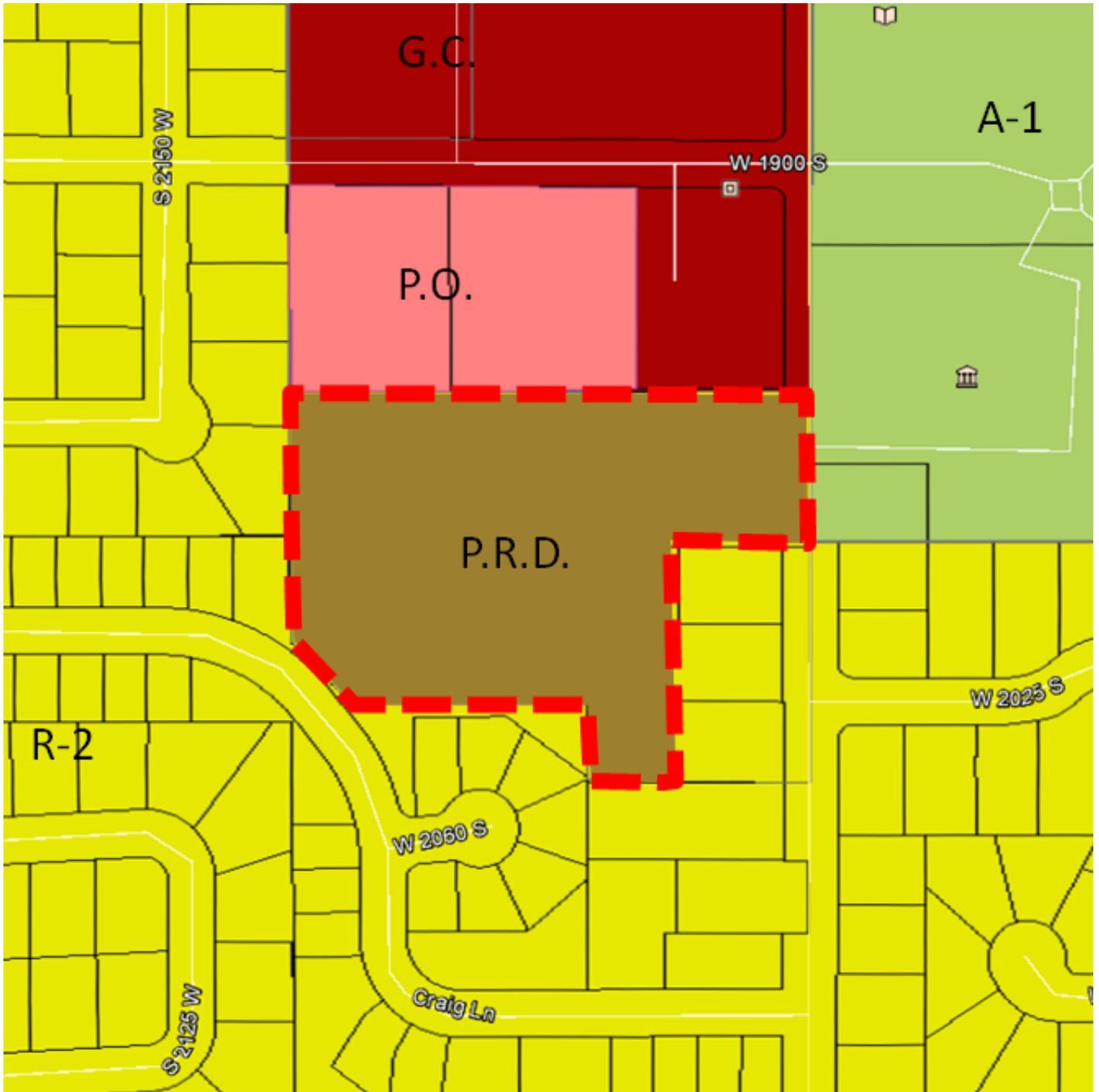
AERIAL MAP



CURRENT ZONING



REQUESTED ZONING



PRD ZONING ORDINANCE

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.

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.

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).

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.

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.

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.

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.

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.

10.75.090 Signs.

The signs permitted in this zone shall be those allowed in residential zones by Chapter 10.45 SCC.

ORDINANCE NO. 16-20

AN ORDINANCE AMENDING THE EXISTING ZONING MAP OF TITLE X, "SYRACUSE CITY ZONING ORDINANCE", REVISED ORDINANCES OF SYRACUSE, 1971, BY CHANGING FROM RESIDENTIAL (R-2) ZONE TO RESIDENTIAL (PRD) 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 has been held with the proper notice having been given 10-days prior to the hearing date; and

WHEREAS, the City Council finds that the rezone request is compatible with the General Plan and will promulgate the health, safety and welfare of current and future residents of Syracuse,

NOW, THEREFORE, BE IT 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 Residential (R-2) Zone as shown on the zoning map are hereby amended and to Planned Residential Development (PRD) Zone accordingly:

Legal Description:

Beginning at the Southeast Corner of Lot 5, Rampton Medical Plaza at a point on the west line of 2000 West Street, said point being South 0°06'28" West 1330.13 feet along the section line and South 89°25'00" West 33.00 feet from the Northeast Corner of Section 16, Township 4 North, Range 2 West, Salt Lake Base and Meridian, and running;
Thence South 0°06'28" West 200.73 feet along the west line of 2000 West Street;
Thence West 154.98 feet;
Thence South 0°06'28" West 299.68 feet;
Thence South 89°43'28" West 96.00 feet to the east line of Craig Estates Phase 1 Cluster Subdivision;
Thence North 0°06'28" East 99.00 feet along the east line to the Northeast Corner of Craig Estates Phase 1 Cluster Subdivision;
Thence South 89°43'28" West 300.70 feet along the north line to an angle point in the north line of Craig Estates Phase 1 Cluster Subdivision;
Thence North 44°22'40" West 111.86 feet along the north line to an angle point in the north line of Craig Estates Phase 1 Cluster Subdivision;
Thence North 0°23'33" West 135.36 feet along the east line to the Northeast Corner of Craig Estates Phase 1 Cluster Subdivision, also being the Southeast Corner of Cherry Village Subdivision No. 5;
Thence North 0°19'45" West 182.73 feet along the east line of Cherry Village Subdivision No. 5 to the Southwest Corner of Rampton Medical Plaza;
Thence North 89°47'51" East 335.25 feet along the south line to an angle point in the south line of Rampton Medical Plaza;
Thence North 88°13'56" East 157.83 feet along the south line to an angle point in the south line of Rampton Medical Plaza;

Thence South 86°57'23" East 34.70 feet along the south line to an angle point in the south line of Rampton Medical Plaza;

Thence North 89°25'00" East 104.99 feet along the south line to an angle point in the south line of Rampton Medical Plaza to the point of beginning.

Contains 227,249 square feet, 5.217 acres, 20 Units.

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 14th DAY OF JUNE, 2016.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

Mayor Terry Palmer



COUNCIL AGENDA

June 14th, 2016

Agenda Item #10 **Minor Subdivision Approval - Jensen Park Estates 3025 South Bluff Road**

Factual Summation

Please review the following information. Any questions regarding this agenda item may be directed to Brigham Mellor, CED Director.

Location: 3025 South Bluff Road
Current Zoning: R-2
General Plan: R-2
Total Subdivision Area: 0.69 Acres

Summary

Planning Commission reviewed this application in their meeting on June 7th, 2016 and is forwarding an unanimous recommendation of approval. The applicant has requested approval of a 2 lot minor subdivision known as Jensen Park Estates 2 lots in the R-2 Zone. The dimensions of these lots are as follows:

Lot	Zone	Lot Size (R-2 10,000 Sq. Ft. Min.)	Lot Width (R-2 85 Ft. Min.)	Existing Structures to Remain
1	R-2	12,066	85	None
2	R-2	17,934	88.68	None

All proposed lots meet the minimum lot dimension requirements in the R-2 Zone. There is one problem, the survey boundaries do not match county property lines. This must be rectified with the county recorder's office before the plat can be recorded. An approval can be made with the condition that this is corrected.

This is a minor (less than 10 lot) subdivision and because of that, the preliminary and final approval stages are combined.

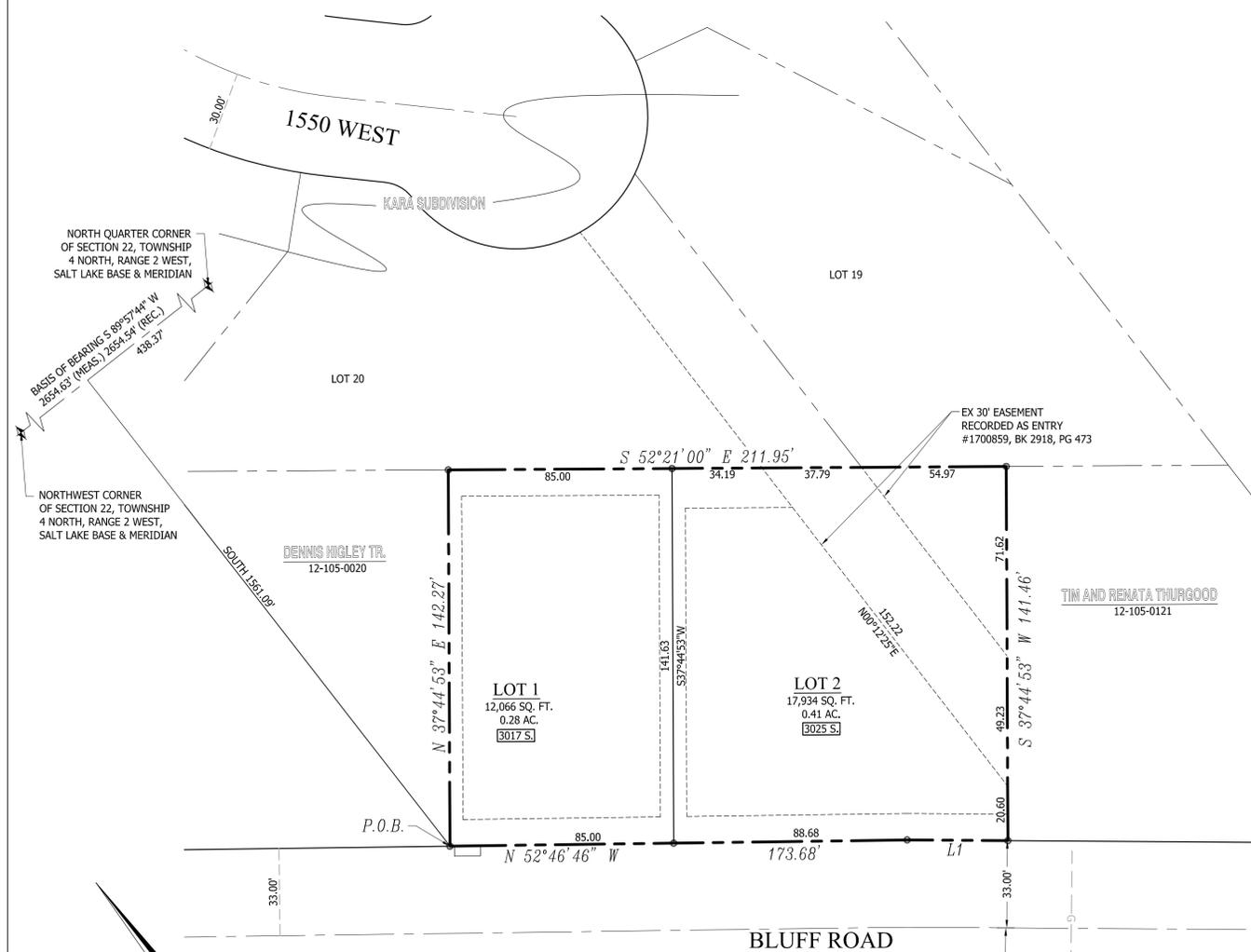
Attachments:

- Aerial Map
- Subdivision Plat

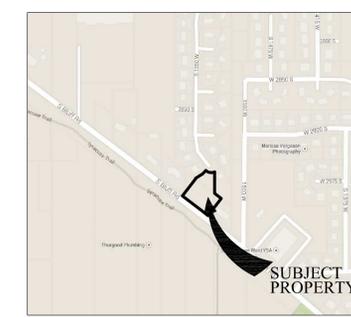
AERIAL MAP



JENSEN PARK ESTATES
 LOCATED IN THE NORTHWEST QUARTER OF SECTION
 22, TOWNSHIP 4 NORTH, RANGE 2 WEST, S.L.B.&M.,
 SYRACUSE CITY, DAVIS COUNTY, UTAH
 APRIL 2016



VICINITY MAP



- VICINITY MAP**
NTS
- LEGEND**
- PROPERTY LINE
 - - - LOT LINE
 - - - CENTER / SECTION LINE
 - - - STREET RIGHT-OF-WAY LINE
 - - - EASEMENT LINE
 - - - OLD LOT LINE
 - - - ADJACENT PROPERTY LINE
 - ◆ SECTION CORNER
 - PU&DE PUBLIC UTILITY & DRAINAGE EASEMENT
 - SET 5/8" REBAR WITH AN ORANGE PLASTIC CAP, OR NAIL & WASHER STAMPED PINNACLE ENG. & LAND SURV.
 - N/R NON-RADIAL

SURVEYOR'S CERTIFICATE

I, STEPHEN J. FACKRELL DO HEREBY CERTIFY THAT I AM A LICENSED LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. 191517 AS PRESCRIBED UNDER LAWS OF THE STATE OF UTAH. I FURTHER CERTIFY THAT BY AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED BELOW, AND HAVE SUBDIVIDED SAID TRACT OF LAND INTO LOTS, HEREAFTER TO BE KNOWN AS: KARA SUBDIVISION AMENDED AND THAT THE SAME HAS BEEN CORRECTLY SURVEYED AND STAKED ON THE GROUND AS SHOWN ON THIS PLAT. I FURTHER CERTIFY THAT ALL LOTS MEET FRONTAGE WIDTH AND AREA REQUIREMENTS OF THE APPLICABLE ZONING ORDINANCES.

BOUNDARY DESCRIPTION

BEGINNING AT A POINT ON THE NORTHERLY LINE OF BLUFF ROAD, SAID POINT BEING LOCATED SOUTH 89°57'44" WEST ALONG SECTION LINE 438.37 FEET AND SOUTH 1561.09 FEET FROM THE NORTH QUARTER CORNER OF SECTION 22, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN; AND RUNNING THENCE NORTH 37°44'53" EAST 142.27 FEET TO THE SOUTH LINE OF KARA SUBDIVISION, A SUBDIVISION RECORDED WITH THE DAVIS COUNTY RECORDED; THENCE SOUTH 52°21'00" EAST ALONG SAID SUBDIVISION 211.95 FEET; THENCE SOUTH 37°44'53" WEST 141.46 FEET TO THE NORTHERLY LINE OF BLUFF ROAD; THENCE ALONG SAID ROAD THE FOLLOWING TWO (2) CALLS: 1) NORTH 51°36'41" WEST 38.27 FEET; 2) NORTH 52°46'46" WEST 173.68 FEET TO THE POINT OF BEGINNING.
 CONTAINS: 30,000 SQ. FT. / 0.69 AC.

DATE _____ STEPHEN J. FACKRELL
 LICENSE NO. 191517

OWNER'S DEDICATION

We the undersigned owner(s) of the herein described tract of land, do hereby set apart and subdivide the same into a lot and a parcel as shown hereon and name said tract,

JENSEN PARK ESTATES

and do hereby grant and dedicate a perpetual right and easement over, upon and under the lands designated hereof as public utility and drainage easements, the same to be used for the installation maintenance and operation of public utility service line, storm drainage facilities, irrigation canals or for the perpetual preservation of water channels in their natural state whichever is applicable as may be authorized by the governing authority, with no buildings or structures being erected within such easements. And also grant and dedicate unto all owners of lots upon which private utility easements as shown hereon, for the purpose of perpetual maintenance and operation.

In witness whereof _____ have hereunto set _____ this day of _____ A.D., 20____.

ACKNOWLEDGMENT

STATE OF UTAH)
 COUNTY OF DAVIS)
 ON THE ____ DAY OF ____ A.D., 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR SAID COUNTY OF DAVIS IN SAID STATE OF UTAH, THE SIGNER () OF THE ABOVE OWNER'S DEDICATION, ____ IN NUMBER, WHO DULY ACKNOWLEDGED TO ME THAT _____ SIGNED IT FREELY AND VOLUNTARILY AND FOR THE USES AND PURPOSES THEREIN MENTIONED.

MY COMMISSION EXPIRES: _____ NOTARY PUBLIC
 RESIDING IN DAVIS COUNTY

JENSEN PARK ESTATES
 LOCATED IN THE NORTHWEST QUARTER OF SECTION
 22, TOWNSHIP 4 NORTH, RANGE 2 WEST, S.L.B.&M.,
 SYRACUSE CITY, DAVIS COUNTY, UTAH
 APRIL 2016



DAVIS COUNTY RECORDER

ENTRY NO. _____ FEE
 PAID _____ FILED FOR RECORD
 AND RECORDED THIS _____ AT
 DAY OF _____, 20____ AT
 _____ IN BOOK _____
 OF OFFICIAL RECORDS PAGE _____

 DAVIS COUNTY RECORDER
 BY _____
 DEPUTY RECORDER

CENTURYLINK
 APPROVED THIS ____ DAY OF _____, 20____,
 BY A REPRESENTATIVE OF QWEST COMMUNICATIONS.

QWEST COMMUNICATIONS REPRESENTATIVE

ROCKY MOUNTAIN POWER
 APPROVED THIS ____ DAY OF _____, 20____,
 BY A REPRESENTATIVE OF ROCKY MOUNTAIN POWER.

ROCKY MOUNTAIN POWER REPRESENTATIVE

QUESTAR GAS COMPANY
 APPROVED THIS ____ DAY OF _____, 20____,
 BY A REPRESENTATIVE OF QUESTAR GAS COMPANY.

QUESTAR GAS COMPANY REPRESENTATIVE

CITY ATTORNEY'S APPROVAL
 APPROVED THIS ____ DAY OF _____, 20____, BY THE
 SYRACUSE CITY ATTORNEY.

 SYRACUSE CITY ATTORNEY

PLANNING COMMISSION APPROVAL
 APPROVED THIS ____ DAY OF _____, 20____, BY THE
 SYRACUSE CITY PLANNING COMMISSION.

 SYRACUSE CITY PLANNING COMMISSION

CITY ENGINEER'S APPROVAL
 APPROVED THIS ____ DAY OF _____, 20____, BY THE
 SYRACUSE CITY ENGINEER.

 SYRACUSE CITY ENGINEER

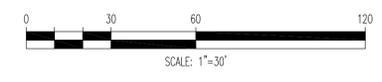
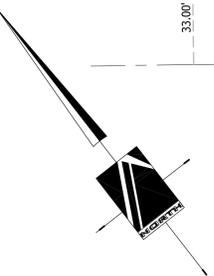
CITY COUNCIL APPROVAL
 APPROVED THIS ____ DAY OF _____, 20____, BY THE
 SYRACUSE CITY COUNCIL.

ATTEST:

 SYRACUSE CITY RECORDER

 SYRACUSE CITY MAYOR

LINE TABLE		
LINE	LENGTH	BEARING
L1	38.27	N51°36'41"W





COUNCIL AGENDA

June 14th, 2016

Agenda Item # 11 **Final Subdivision Approval of Keller Crossing Phase 2, 1300 West 2000 South**

Factual Summation

Please review the following information. Any questions regarding this agenda item may be directed to Brigham Mellor, CED director

Location: 1300 West 2000 South
 Current Zoning: R-2 and R-3
 General Plan: R-2 and R-3
 Total Subdivision Area: 3.34Acres

Summary

The preliminary plan for Keller Crossing subdivision was approved by the City Council on June 9, 2015.

The applicant has requested approval of a 10 lot subdivision phase known as Keller Crossing Subdivision Phase 2 with 8 lots in the R-2 Zone and 2 lots in the R-3 Zone. The dimensions of these lots are as follows:

Lot	Zone	Lot Size (R-2 10,000 Sq. Ft. Min. R-3 8,000 Sq. Ft. Min.)	Lot Width (R-2 85 Ft. Min. R-2 80 Ft. Min.)	Existing Structures to Remain
201	R-2	12,166	90	None
202	R-2	11,491	85	None
203	R-2	12,168	90	None
204	R-2	11,493	85	None
205	R-3	12,170	90	None
206	R-3	12,153	90	None
207	R-2	11,478	85	None
208	R-2	12,153	90	None
209	R-2	11,478	85	None
210	R-2	12,153	90	None

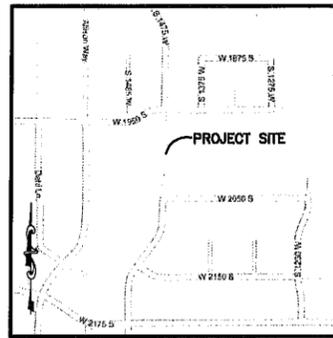
As is shown, all proposed lots meet the minimum requirements for their respective zones.

Attachments:

- Aerial Map
- Zoning Map
- General Plan Map
- Subdivision Plat
- R-2 zoning ordinance
- R-3 Zoning ordinance
- Final subdivision review ordinance

KELLER CROSSING SUBDIVISION PHASE 2

PART OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY
 SYRACUSE CITY, DAVIS COUNTY, UTAH
 MAY, 2016



VICINITY MAP
SCALE: NONE

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE FOUND DAVIS COUNTY BRASS CAP MONUMENTS AT THE CENTER QUARTER AND THE EAST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN, U.S. SURVEY. SHOWN HEREON AS: N89°56'49"E

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO DIVIDE THIS PROPERTY INTO LOTS AND STREETS AS SHOWN. ALL BOUNDARY CORNERS AND REAR LOT CORNERS WERE SET WITH A 5/8" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES". ALL FRONT LOT CORNERS WERE SET WITH A LEAD PLUG IN THE TOP BACK OF CURB AT THE EXTENSION OF THE SIDE LOT LINES. THE BOUNDARY ON THE NORTH AND SOUTH SIDES WAS FIXED BY EXISTING SUBDIVISIONS, WHICH MATCH DEED AND AND OCCUPATIONAL EVIDENCE.

BOUNDARY DESCRIPTION

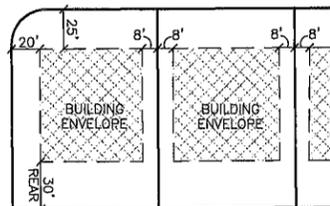
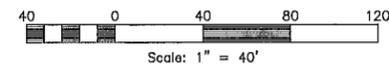
PART OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN, U.S. SURVEY. DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING N00°09'03"E 984.58 FEET AND N89°50'57"W 1322.17 FEET FROM THE EAST QUARTER OF SAID SECTION 15; THENCE S89°59'48"W ALONG HARVEST POINT SUBDIVISION PHASE 5 AND PHASE 2, 440.00 FEET TO SOUTHEAST CORNER OF LOT 101 OF KELLER CROSSING SUBDIVISION PHASE 1; THENCE N00°00'42"W ALONG THE EAST LINE OF KELLER CROSSING SUBDIVISION PHASE 1, 330.20 FEET TO THE SOUTH LINE OF ANTELOPE RUN SUBDIVISION; THENCE N89°59'18"E ALONG THE SOUTH LINE OF ANTELOPE RUN SUBDIVISION, 440.00 FEET; THENCE S00°00'42"E 330.26 FEET TO THE POINT OF BEGINNING.

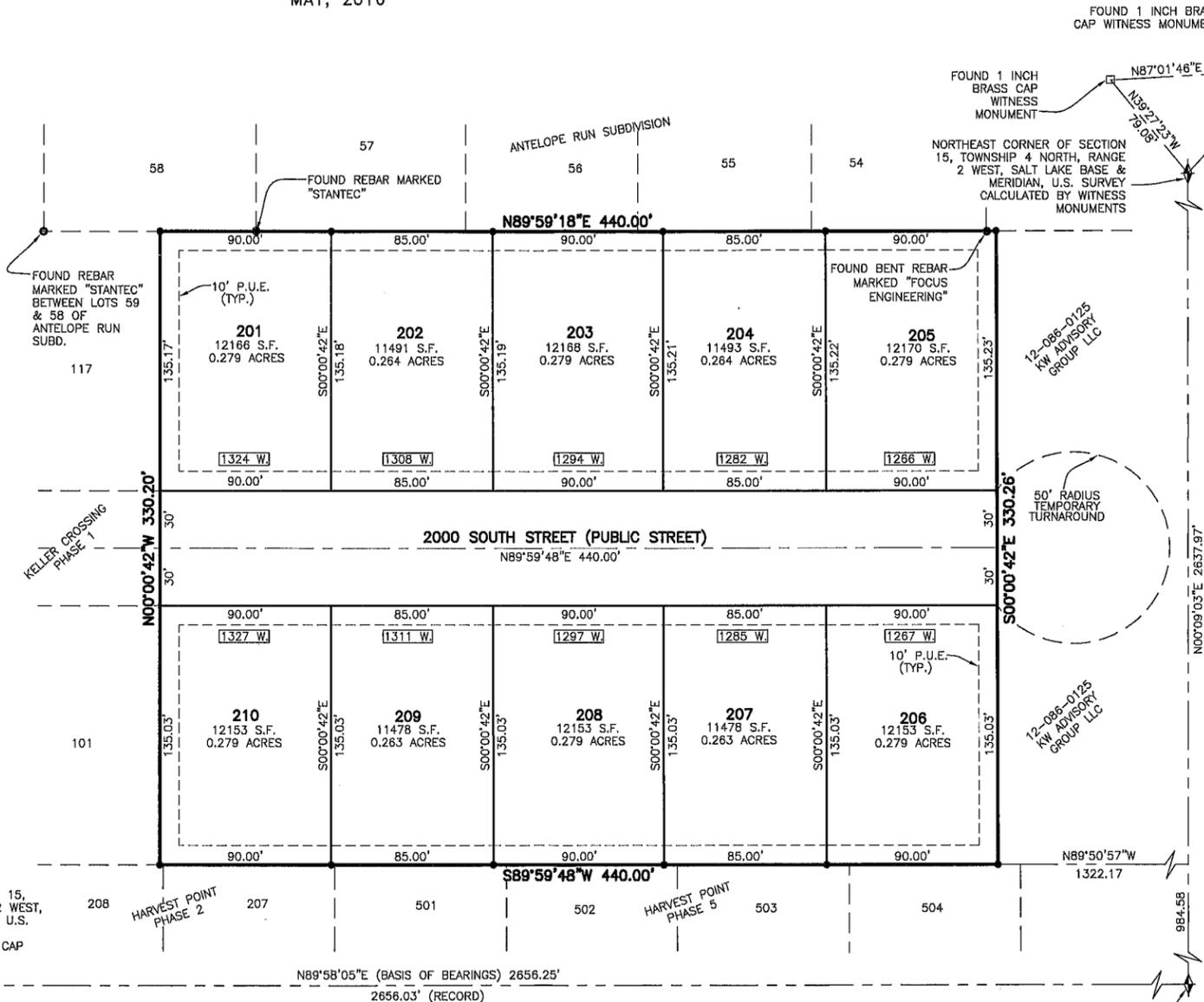
CONTAINING 145,302 SQUARE FEET OR 3.336 ACRES

LEGEND

- ◆ = SECTION CORNER
- = WITNESS MONUMENT
- = FOUND REBAR
- = SET 5/8" REBAR AND PLASTIC CAP
- P.U.E. = PUBLIC UTILITY EASEMENT
- = BOUNDARY LINE
- = LOT LINE
- - - = ADJOINING PROPERTY
- - - = EASEMENT
- - - = ROAD CENTERLINE
- - - = SECTION TIE LINE



SET-BACK DETAIL
SCALE: NONE



SURVEYOR'S CERTIFICATE
 I, TREVOR J. HATCH, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS ACT; AND THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF KELLER CROSSING SUBDIVISION PHASE 2 IN SYRACUSE CITY, DAVIS COUNTY, UTAH, HAS BEEN DRAWN CORRECTLY TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF THE HEREIN DESCRIBED LANDS INCLUDED IN SAID SUBDIVISION, BASED UPON DATA COMPILED FROM RECORDS IN THE DAVIS COUNTY RECORDER'S OFFICE AND FROM SAID SURVEY MADE BY ME ON THE GROUND. I FURTHER CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES OF SYRACUSE CITY, DAVIS COUNTY CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS _____ DAY OF _____, 20____.

9031945
 UTAH LICENSE NUMBER TREVOR J. HATCH



OWNERS DEDICATION AND CERTIFICATION

WE THE UNDERSIGNED OWNERS OF THE HEREIN DESCRIBED TRACT OF LAND, DO HEREBY SET APART AND SUBDIVIDE THE SAME INTO PRIVATELY OWNED PROPERTY, COMMON AREA, LIMITED COMMON AREA, AND PUBLIC STREETS AS SHOWN ON THE PLAT AND NAME SAID TRACT KELLER CROSSING SUBDIVISION PHASE 2, AND DO HEREBY DEDICATE TO PUBLIC USE ALL THESE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS STREETS, THE SAME TO BE USED AS PUBLIC THOROUGHFARES AND ALSO TO GRANT AND DEDICATE A PERPETUAL RIGHT-OF-WAY AND EASEMENT OVER, UPON AND UNDER THE LANDS DESIGNATED HEREON AS PUBLIC UTILITY, STORM WATER AND STORM DRAIN EASEMENTS, THE SAME TO BE USED FOR THE INSTALLATION MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINE, STORM DRAINAGE FACILITIES, IRRIGATION CANALS OR FOR THE PERPETUAL RESERVATION OF WATER CHANNELS IN THEIR NATURAL STATE WHICHEVER IS APPLICABLE AS MAY BE AUTHORIZED BY THE GOVERNING AUTHORITY, WITH NO BUILDINGS OR STRUCTURES BEING ERRECTED WITHIN SUCH EASEMENTS. AND HEREBY GRANT A TEMPORARY TURN AROUND EASEMENT AS SHOWN HEREON TO BE USED BY THE PUBLIC UNTIL SUCH TIME THAT THE ROAD IS EXTENDED, THE TEMPORARY TURN AROUND EASEMENT SHALL BE REVOKED AND NULLIFIED AT THE EVENT OF THE EXTENSION OF THE ROAD WITHOUT FURTHER WRITTEN DOCUMENT AND THE ENCUMBERED LAND WITHIN THE AFFECTED LOTS SHALL BE RELEASED FOR THE FULL AND EXCLUSIVE USE AND BENEFIT OF THE LOT OWNERS.

SIGNED THIS _____ DAY OF _____, 20____.

ACKNOWLEDGMENT

STATE OF UTAH) ss.
 COUNTY OF _____)
 ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, (AND) _____ SIGNER(S) OF THE ABOVE OWNER'S DEDICATION AND CERTIFICATION, WHO BEING BY ME DULY SWORN, DID ACKNOWLEDGE TO ME _____ SIGNED IT FREELY, VOLUNTARILY, AND FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

ACKNOWLEDGMENT

STATE OF UTAH) ss.
 COUNTY OF _____)
 ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, OF SAID CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

DEVELOPER

NILSON HOMES
 BRUCE NILSON
 5617 S. 1475 E.
 OGDEN, UT. 84403

PROJECT INFORMATION

Surveyor: T. HATCH
 Designer: D. CAVE
 Begin Date: 4-4-2016
 Project Name: KELLER CROSSING PHASE 2
 Number: 1301-002
 Scale: 1"=40'
 Revision: _____
 Page: 1 of 1

DAVIS COUNTY RECORDER

ENTRY NO. _____ FEE PAID _____
 AND RECORDED, _____ AT _____ IN BOOK _____ OF THE OFFICIAL RECORDS, PAGE _____

RECORDED FOR:

DAVIS COUNTY RECORDER
 _____ DEPUTY.



CENTURYLINK

APPROVED THIS _____ DAY OF _____, 20____,
 BY CENTURYLINK.

CENTURYLINK

SYRACUSE CITY ATTORNEY

APPROVED THIS _____ DAY OF _____, 20____,
 BY THE SYRACUSE CITY ATTORNEY.

SYRACUSE CITY ATTORNEY

SYRACUSE CITY ENGINEER

I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.

SYRACUSE CITY ENGINEER DATE

SYRACUSE CITY COUNCIL

PRESENTED TO THE SYRACUSE CITY COUNCIL THIS THE _____ DAY OF _____, 20____, AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

SYRACUSE CITY MAYOR ATTEST: CITY RECORDER

ROCKY MOUNTAIN POWER

APPROVED THIS _____ DAY OF _____, 20____, BY ROCKY MOUNTAIN POWER.

ROCKY MOUNTAIN POWER

QUESTAR

APPROVED THIS _____ DAY OF _____, 20____, BY QUESTAR.

QUESTAR

SYRACUSE CITY PLANNING COMMISSION

APPROVED THIS _____ DAY OF _____, 20____, BY THE SYRACUSE CITY PLANNING COMMISSION.

CHAIRMAN, SYRACUSE CITY PLANNING COMMISSION



COUNCIL AGENDA

June 14, 2016

Agenda Item #12

Proposed Resolution R16-29 to accept the certified tax rate provided by Davis County and adopt the FY2016 - 2017 budget.

Factual Summation

- Any question regarding this agenda item may be directed at City Finance Director Stephen Marshall.
- 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.
 - This requirement has been met since the City Council adopted the tentative budget on May 10th and set a public hearing on June 14, 2016 to consider adoption of the final budget.
- As required by Utah Code Annotated 10-6-118, “before the last June 22 of each fiscal period, or, in the case of a property tax increase under Sections 59-2-919 through 59-2-923, before August 17 of the year for which a property tax increase is proposed, the governing body shall by resolution or ordinance adopt a budget for the ensuing fiscal period for each fund for which a budget is required under this chapter. A copy of the final budget for each fund shall be certified by the budget officer and filed with the state auditor within 30 days after adoption.”
- The changes discussed at the May 24th meeting have been incorporated into the budget proposal. These include:
 - Removed **\$1,500** from City Council budget account 10-41-59 for Davis County Gala.
 - The Animal Control contract was negotiated at a 50/50 expense split. With that change, the total cost to the City will be \$59,012. The budget was increased from \$54,755 in the tentative budget proposal or an increase of **\$4,257** in expense in the general fund.

- Our building inspector II quit and we need to replace him. Brigham is requesting the ability to hire a new building inspector II up to the midpoint if needed. Currently, the rate of pay for this position in the budget is \$18.92. The midpoint for a building inspector II is 22.70. The net increase in salaries and benefits for this position would be approximately **\$10,086**.
- We recommended that **\$20,000** be added for contract services to mow all parcels related to subdivision entrances, mow lawns at city office buildings, and the library. This would be split 1/3 (**\$6,700**) to building maintenance in general fund and 2/3 (**\$13,300**) to the park maintenance fund.
- We recommend adding **\$75,000** to the transportation impact fee fund for an environmental study for the gentile and bluff street improvement project. This project is funded by the Wasatch front regional grant and will take place in 2021. If we do the environmental study now, there is a good chance that project will be pushed up and completed sooner.
- This would change the general fund surplus to \$29,348 with the items above added to the budget.
- The parks maintenance budget would increase \$13,300; however, we recommend using the line item in 17-40-30 titled miscellaneous park improvements to pay for this item.
- The transportation impact fee fund expense would increase \$75,000. We have money in the fund to pay for this study if the council desires to go ahead with it.
- **This is the last council meeting we have to adopt a final budget before the June 22 deadline provided by State Law.**

Staff Recommendation

- ***Adopt the Proposed Fiscal Year 2016-2017 Budget, with changes discussed above and accept the certified tax rate from Davis County.***

RESOLUTION NO. R16-29

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL ADOPTING
THE CERTIFIED TAX RATE PROVIDED BY THE COUNTY AND
ADOPTING THE FISCAL YEAR 2016-2017 BUDGET.**

WHEREAS, pursuant to *Utah Code Annotated*, Sections 10-6-113, and 59-2-919 through 59-2-923, the Syracuse City Council has previously held a public hearing and accepted a tentative budget for the fiscal year ending June 30, 2017, and has also held a public hearing on June 14, 2016, to consider adoption of a certified tax rate and the final budget;

WHEREAS, having conducted the public hearing, the Council now desires to adopt a final budget for fiscal year 2016-2017 and accept the certified tax rate from Davis County; and

WHEREAS, the Council requires time to further study the appropriate expenditure of funds in the budget related to wage compression, benchmark adjustments and career development;

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

Section 1. Certified Tax Rate and Budget Adoption. The fiscal year 2016-17 certified tax rate is incorporated into the fiscal year 2016-17 final budget, attached hereto as Exhibit A, and is hereby adopted by Syracuse City for said fiscal year.

Section 2. Specific Direction to Administration. Although funds have been allocated in this budget for salary increases related to wage compression, benchmark adjustments, and career development, the Administration is not authorized to apply those increases, and those funds shall not be expended until specifically directed by the City Council during a public meeting.

Section 3. 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 4. 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 14th DAY OF JUNE, 2016.**

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, 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

FISCAL YEAR 2016-2017 FINAL BUDGET



SYRACUSE CITY CORPORATION

FY 2017
Annual 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

Elected Officials

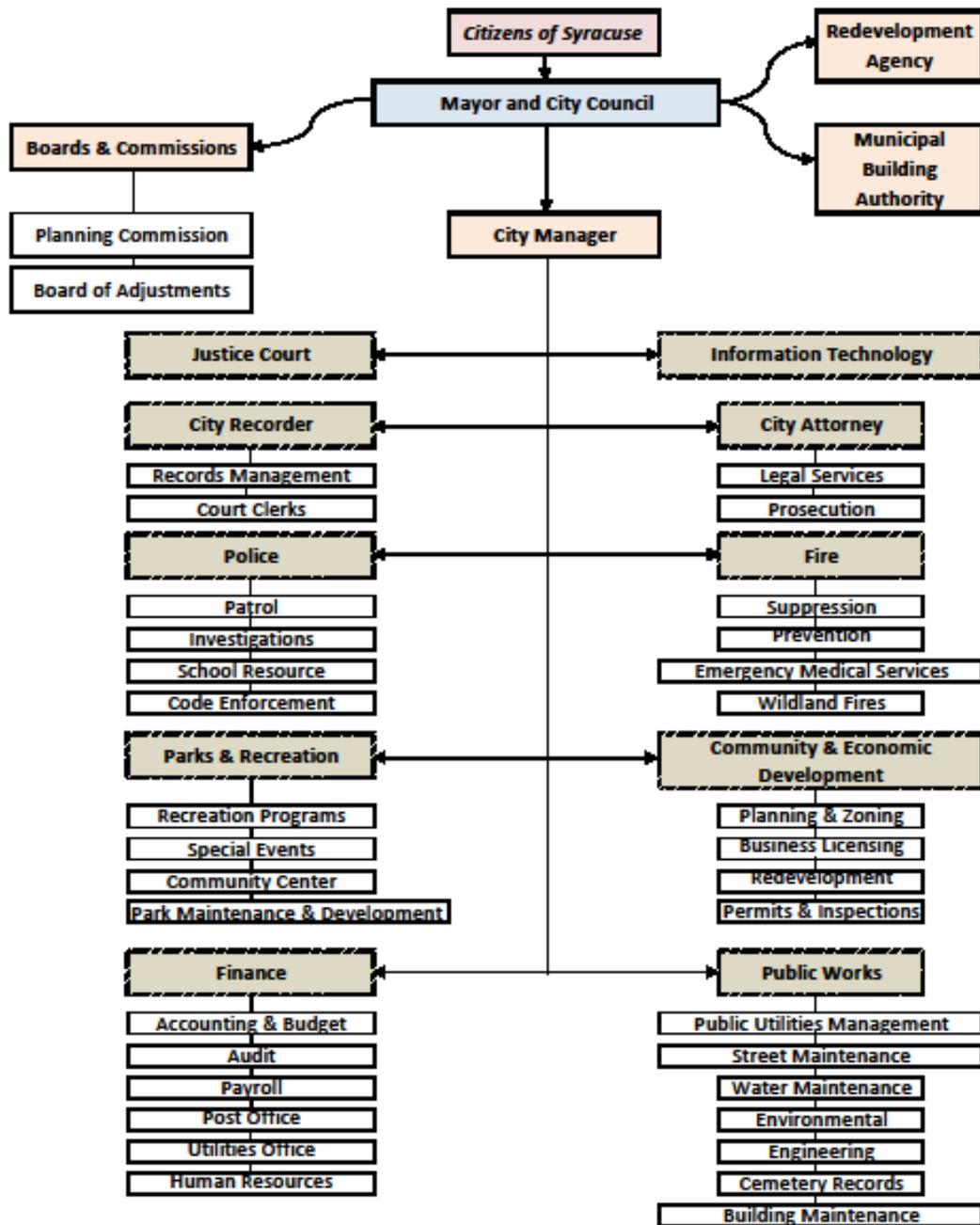
Terry Palmer-----Mayor
Andrea Anderson-----City Councilmember
Corinne Bolduc-----City Councilmember
Mike Gailey-----City Councilmember
Karianne Lisonbee-----City Councilmember
Dave Maughan-----City Councilmember

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

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:

Capital Improvement Projects - Roads	Estimated Cost	Funding Source
Surface Treatments throughout city	942,919	Class C Road Fund
Total	942,919	
Capital Improvement Projects - Culinary Water	Estimated Cost	Funding Source
2000 West Culinary (1700 South to SR-193)	\$ 1,175,000	Culinary Water Fund
Total	1,175,000	
Capital Improvement Projects - Secondary Water	Estimated Cost	Funding Source
2000 West Secondary (1700 South to SR-193)	\$ 400,000	Secondary Fund
2000 West Secondary (1700 South to SR-193)	425,000	Secondary Impact
Total	825,000	
Capital Improvement Projects - Storm Water	Estimated Cost	Funding Source
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
Total	565,000	
Capital Improvement Projects - Parks	Estimated Cost	Funding Source
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
Total	2,305,000	
Total Proposed Capital Improvement Projects	5,812,919	

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 Parks Fee, Street Lighting Fee & Class C Roads	Capital 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
Total financing sources	11,463,100	695,596	3,289,100
Financing uses:			
General government	1,973,667	-	
Public safety	4,476,839	490,051	209,100
Public works	1,933,294	-	775,000
Parks & Recreation	1,464,693	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	29,348	545	
Total financing uses	11,463,100	695,596	3,289,100
Excess (deficiency)	\$ -	\$ -	\$ -

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
Financing sources:						
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						-
Total financing sources	1,812,600	1,932,840	2,263,132	428,620	1,316,280	311,399
Financing uses:						
General government						291,249
Public works	1,664,004	1,924,578	2,605,160	591,793	1,254,403	
Increase in fund balance						-
Total financing uses	1,664,004	1,924,578	2,605,160	591,793	1,254,403	291,249
Excess (deficiency) of revenues over expenses	\$ 148,596	\$ 8,262	\$ (342,028)	\$ (163,173)	\$ 61,877	\$ 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, 2016	Payments - Principal	Balance June 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	

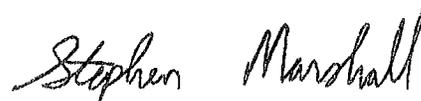
This fiscal year, the City will reduce its outstanding debt by \$852,000. The proposed budget includes \$1,063,200 for principal and interest payments on the above bonds. The bonds were secured at low interest rates ranging from 1.9%. In March 2016, the city refinanced the 2006, 2012, and 2014 MBA Facilities 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

REVENUE

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
TAXES							
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	
LICENSES & PERMITS							
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	
INTERGOVERNMENTAL REVENUE							
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	
CHARGE FOR SERVICES							
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved 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	
FINES AND FORFEITURES							
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	
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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 FINANCERS	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

EXPENDITURES

City Council

Justice Court

Administration

Building Maintenance

Community & Economic Development

Police

Fire

Streets

Parks & Recreation

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
GENERAL FUND							
CITY COUNCIL							
10-41-11	PERMANENT EMPLOYEE WAGES	32,994.00	32,994.00	29,939.32	32,994.00	32,994.00	
10-41-13	EMPLOYEE BENEFITS	3,141.78	3,124.02	2,842.97	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	
10-41-22	PUBLIC NOTICES	.00	.00	.00	.00	.00	
10-41-23	TRAVEL & TRAINING	5,887.82	3,205.58	1,881.34	5,900.00	6,000.00	
10-41-24	OFFICE SUPPLIES	526.64	387.85	585.05	600.00	600.00	
10-41-25	EQUIPMENT SUPPLIES & MAINT	.00	.00	.00	.00	.00	
10-41-29	ORDINANCES & PUBLICATIONS	.00	.00	.00	.00	.00	
10-41-54	CONTRIBUTIONS	.00	.00	.00	.00	5,000.00	
10-41-59	SUNDRY	1,788.54	2,000.00	.00	2,700.00	2,200.00	
10-41-60	YOUTH COUNCIL	.00	.00	.00	1,000.00	200.00	
10-41-70	CAPITAL OUTLAY	.00	.00	.00	.00	.00	
10-41-90	INTERFUND REIMBURSEMENT	14,602.00-	20,825.00-	15,291.87-	16,682.00-	13,821.00-	
Total CITY COUNCIL:		46,474.98	38,206.64	38,173.98	47,959.00	42,305.00	
Net Grand Totals:		46,474.98-	38,206.64-	38,173.98-	47,959.00-	42,305.00-	

CITY COUNCIL
Fiscal Year Ending June 30, 2017
Line Item Detail

	<u>Requested</u>	<u>City Manager/Council Recommendation</u>	<u>Adopted Budget</u>
10-41-21 Books, subscriptions & memberships			
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)
10-41-23 Travel & training			
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)
10-41-24 Office supplies			
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 Recommendation</u>	<u>Adopted Budget</u>
10-41-54 Contributions			
Prior year budget, as modified			\$ -
Current estimates:			
Arts Council Trust	\$ 1,000	\$ 3,000	
Miss Syracuse pageant	2,500	1,500	
Miss Teen Syracuse	500	-	
Museum	500	500	
Total budget for account	<u>\$ 4,500</u>	<u>\$ 5,000</u>	<u>\$ -</u>
Amount changed from request			\$ (4,500)
Increase/(decrease) from prior year modified budget	\$ 4,500	\$ 5,000	\$ -

10-41-59 Sundry			
Prior year budget, as modified			\$ 2,700
Current estimates:			
COG meeting	\$ 500	\$ 500	
GALA Fundraiser	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>\$ 2,200</u>	<u>\$ -</u>
Amount changed from request			\$ (3,700)
Increase/(decrease) from prior year modified budget	\$ 1,000	\$ (500)	\$ (2,700)

10-41-60 Youth Council			
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)

10-41-90 Interfund Reimbursements			
Prior year budget, as modified			\$ (16,682)
Current estimates:			
Council wages & oper. reimb. from Utility Funds	\$ (13,821)	\$ (13,821)	

CITY COUNCIL
Fiscal Year Ending June 30, 2017
Line Item Detail

	<u>Requested</u>	<u>City Manager/Council Recommendation</u>	<u>Adopted Budget</u>
Total budget for account	\$ (13,821)	\$ (13,821)	\$ -
Amount changed from request			\$ 13,821
Increase/(decrease) from prior year modified budget	\$ 2,861	\$ 2,861	\$ 16,682

Total expenditures

Prior year budget, as modified			\$ 28,500
Total budget for expenditures	\$ 30,000	\$ 15,000	\$ -
Amount changed from request			\$ (30,000)
Increase/(decrease) from prior year modified budget	\$ 1,500	\$ (13,500)	\$ (28,500)

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
JUSTICE COURT							
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 Recommendation</u>	<u>Adopted Budget</u>
10-42-21 Books, subscriptions & memb.			
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)

10-42-23 Travel & training			
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)

10-42-24 Office supplies			
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 Recommendation</u>	<u>Adopted Budget</u>
10-42-37 Professional & technical services			
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>	<u>\$ -</u>
Amount changed from request			\$ (18,500)
Increase/(decrease) from prior year modified budge	\$ 7,500	\$ 7,500	\$ (11,000)

10-42-60 Youth Court			
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>	<u>\$ -</u>
Amount changed from request			\$ (5,600)
Increase/(decrease) from prior year modified budge	\$ (300)	\$ (300)	\$ (5,900)

10-42-50 Juror & witness costs			
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>	<u>\$ -</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 Recommendation</u>	<u>Adopted Budget</u>
10-42-70 Capital Outlay			
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	\$ -	\$ -	\$ -

Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
ADMINISTRATION							
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 Recommendation	Adopted Budget
10-44-21 Books, subscriptions & memberships			
Prior year budget, as modified			\$ 9,000
OPTIMAL SERVICE			
MISSION & VISION CRITICAL			
SHORT-TERM SURVIVAL			
Current estimates:			
City Manager:			
ICMA Membership	\$ 400	\$ 400	
Utah Benchmarking System	500	500	
GFOA Membership	225	225	
UMCA Membership	100	100	
Attorney:			
West Law Research	5,200	5,200	
Bar Dues - Professional Licensing	500	500	
Recorder:			
UMCA, DWMRA, IIMC	400	400	
Finance:			
AGA Membership	100	100	
GFOA Membership	275	275	
GFOA Financial Award Submission	435	435	
AICPA Membership	220	220	
Payroll:			
American Payroll Association	220	220	
HR:			
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)

10-44-22 Public notices			
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 Recommendation	Adopted Budget
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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 Recommendation	Adopted Budget
10-44-26 Vehicle expense			
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)

10-44-27 Utilities Expense			
Prior year budget, as modified			\$ 1,137
Current estimates:			
Utilities for City Hall (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)

10-44-28 Communications			
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 Recommendation	Adopted Budget
10-44-37 Professional & technical services			
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)

10-44-38 Legal fees			
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)

10-44-39 Election expenses			
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 Recommendation	Adopted Budget
10-44-51 Insurance			
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)
10-44-55 Employee Incentive Program			
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)
10-44-57 Tuition assistance			
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 Recommendation	Adopted Budget
10-44-58 City Newsletter			
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)
10-44-59 Cash over/short			
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)
10-44-60 Sundry			
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)
10-44-90 Interfund Reimbursements			
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)	\$ -
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
GENERAL FUND							
BUILDING MAINTENANCE							
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	32,919.88	35,514.00	41,045.00	
10-51-12	PART-TIME WAGES	.00	17,721.84	14,307.06	17,602.00	17,866.00	
10-51-13	EMPLOYEE BENEFITS	27,142.43	30,420.85	25,209.16	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	1,293.76	3,000.00	3,000.00	
10-51-27	UTILITIES	136,983.87	128,903.85	110,741.70	140,000.00	140,250.00	
10-51-28	COMMUNICATIONS	46,552.38	78,265.04	51,673.41	52,000.00	1,400.00	
10-51-30	BUILDING & GROUND MAINTENANCE	100,791.63	102,704.34	86,690.28	122,250.00	142,000.00	
10-51-37	PROFESSIONAL & TECH SERVICES	18,408.00	18,783.00	18,044.00	32,000.00	38,700.00	
10-51-60	SUNDRY	479.56	481.48	49.11	500.00	500.00	
10-51-70	CAPITAL OUTLAY (GENERAL BUILDI	.00	.00	.00	.00	.00	
10-51-90	INTERFUND REIMBURSEMENT	41,517.00-	56,724.00-	51,414.00-	56,088.00-	88,789.00-	
Total BUILDING MAINTENANCE:		327,314.56	361,940.00	291,159.84	384,331.00	334,990.00	
Net Grand Totals:		327,314.56-	361,940.00-	291,159.84-	384,331.00-	334,990.00-	

BUILDING MAINTENANCE DEPARTMENT
Fiscal Year Ending June 30, 2017
Line Item Detail

	Requested	City Manager/Council Recommendation	Adopted Budget
10-51-15 Uniforms			
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)

10-51-23 Travel & Training			
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)

10-51-26 Vehicle Maintenance			
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 Recommendation	Adopted Budget
10-51-27 Utilities			
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)

10-51-28 Communications

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)

10-51-30 Building & grounds maintenance

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 Recommendation</u>	<u>Adopted Budget</u>
10-51-37 Professional & technical services			
Prior year budget, as modified			\$ 32,000
Current estimates:			
Janitorial services	32,000	32,000	
Contract for lawn care around buildings	-	6,700	
Total budget for account	\$ 32,000	\$ 38,700	\$ -
Amount changed from request			\$ (32,000)
Increase/(decrease) from prior year modified budget	\$ -	\$ 6,700	\$ (32,000)
10-51-60 Sundry			
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)
10-51-90 Interfund Reimbursements			
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
Total expenditures			
Prior year budget, as modified			\$ 354,250
Total budget for expenditures	\$ 368,520	\$ 329,925	\$ -
Amount changed from request			\$ (368,520)
Increase/(decrease) from prior year modified budget	\$ 14,270	\$ (24,325)	\$ (354,250)

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
GENERAL FUND							
COMMUNITY&ECONOMIC DEVELOPMENT							
10-52-10	OVERTIME	3,378.74	3,100.59	10,278.83	5,000.00	5,000.00	
10-52-11	PERMANENT EMPLOYEE WAGES	344,069.41	377,903.10	347,351.83	404,297.00	430,048.00	
10-52-12	PART-TIME WAGES	8,400.00	8,117.22	23,404.95	33,161.00	33,161.00	
10-52-13	EMPLOYEE BENEFITS	192,804.81	203,909.48	196,178.67	244,980.00	254,282.00	
10-52-21	BOOKS, SUBSCRIPTS & MEMBERSHI	4,049.01	3,168.49	3,226.04	4,010.00	6,107.00	
10-52-22	PUBLIC NOTICES	1,577.92	1,224.25	1,325.96	1,200.00	1,560.00	
10-52-23	TRAVEL & TRAINING	13,583.95	15,651.27	6,996.92	13,075.00	20,075.00	
10-52-24	OFFICE SUPPLIES	4,236.79	3,905.51	4,066.91	4,110.00	5,100.00	
10-52-25	EQUIPMENT SUPPLIES & MAINT	4,094.40	12,382.76	6,942.95	9,080.00	9,823.00	
10-52-26	VEHICLE EXPENSES	2,787.34	2,811.87	4,754.45	6,200.00	6,500.00	
10-52-28	COMMUNICATIONS	3,108.42	3,110.86	3,323.30	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	16,324.99	30,500.00	18,000.00	
10-52-40	FARMERS MARKET	.00	3,143.26	2,037.22	4,500.00	8,100.00	
10-52-50	NON-CAPITAL EQUIPMENT	.00	.00	.00	.00	.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	
10-52-70	CAPITAL OUTLAY	.00	.00	.00	.00	.00	
10-52-90	INTERFUND REIMBURSEMENT	90,603.00-	107,983.00-	105,725.62-	115,337.00-	104,166.00-	
Total COMMUNITY&ECONOMIC DEVELOPMENT:		506,986.86	548,641.44	524,741.03	658,976.00	709,792.00	
Net Grand Totals:		506,986.86-	548,641.44-	524,741.03-	658,976.00-	709,792.00-	

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
Fiscal Year Ending June 30, 2017
Line Item Detail

	<u>Requested</u>	<u>City Manager/Council Recommendation</u>	<u>Adopted Budget</u>
10-52-21 Books, subscriptions & memberships			
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)
10-52-22 Public notices			
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)
10-52-23 Travel & training			
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 Recommendation</u>	<u>Adopted Budget</u>
10-52-24 Office supplies			
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)
10-52-25 Equipment, supplies & maintenance			
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)
10-52-26 Vehicle maintenance			
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)
10-52-28 Communications			
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 Recommendation</u>	<u>Adopted Budget</u>
10-52-29 Ordinance enforcement			
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)
10-52-37 Professional & technical services			
Prior year budget, as modified			\$ <u>30,500</u>
Current estimates:			
Technical survey reviews (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)
10-52-40 Farmer's Market			
Prior year budget, as modified			\$ <u>4,500</u>
Current estimates:			
Marketing	3,000	3,000	
Stage setup	8,840	4,500	
EBT Wireless Service	100	100	
Supplies	500	500	
Total budget for account	\$ <u>12,440</u>	\$ <u>8,100</u>	\$ -
Amount changed from request			\$ (12,440)
Increase/(decrease) from prior year modified budget	\$ 7,940	\$ 3,600	\$ (4,500)
10-52-60 Sundry			
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 Recommendation</u>	<u>Adopted Budget</u>
10-52-65 Grant Funded Expenditures			
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)
10-52-90 Interfund Reimbursements			
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
Total expenditures			
Prior year budget, as modified			<u>\$ (32,962)</u>
Total budget for expenditures	<u>\$ 95,807</u>	<u>\$ 91,467</u>	<u>\$ -</u>
Amount changed from request			\$ (95,807)
Increase/(decrease) from prior year modified budget	\$ 128,769	\$ 124,429	\$ 32,962

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
GENERAL FUND							
POLICE DEPARTMENT							
10-53-09	EMPLOYEE WAGE REIMBURSEMENT	.00	.00	.00	.00	.00	
10-53-10	OVERTIME	71,659.74	74,263.39	76,084.06	93,696.00	75,000.00	
10-53-11	PERMANENT EMPLOYEE WAGES	1,011,131.27	987,016.84	989,383.24	1,093,187.00	1,236,626.00	
10-53-12	PART-TIME WAGES	100,206.38	108,485.20	104,787.74	96,802.00	96,958.00	
10-53-13	EMPLOYEE BENEFITS	732,112.86	749,077.31	731,855.37	827,718.00	912,396.00	
10-53-15	UNIFORMS	17,551.44	14,772.51	11,977.13	14,700.00	15,420.00	
10-53-21	BOOKS, SUBSCRIPTS & MEMBERSHI	22,273.99	22,378.55	20,772.87	23,050.00	25,163.00	
10-53-23	TRAVEL & TRAINING	23,424.80	20,131.66	18,208.90	24,500.00	24,850.00	
10-53-24	OFFICE SUPPLIES	8,642.06	9,173.01	6,878.09	13,750.00	13,583.00	
10-53-25	EQUIPMENT SUPPLIES & MAINT	46,730.61	25,793.41	14,634.48	30,500.00	32,450.00	
10-53-26	VEHICLE MAINTENANCE	69,762.53	69,527.26	27,738.18	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	23,344.84	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	59,012.00	
10-53-38	PRO & TECH - DISPATCH	57,973.00	60,646.00	41,831.00	42,000.00	44,100.00	
10-53-61	SUNDRY	.00	.00	.00	.00	.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	5,984.35	25,450.00	17,075.00	
10-53-70	CAPITAL OUTLAY	.00	.00	.00	.00	.00	
Total POLICE DEPARTMENT:		2,307,572.06	2,247,221.99	2,095,666.39	2,456,790.00	2,666,441.00	
Net Grand Totals:		2,307,572.06-	2,247,221.99-	2,095,666.39-	2,456,790.00-	2,666,441.00-	

POLICE DEPARTMENT
Fiscal Year Ending June 30, 2017
Line Item Detail

	Requested	City Manager/Council Recommendation	Adopted Budget
10-53-15 Uniforms			
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 Recommendation	Adopted Budget
10-53-23 Travel & training			
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)

10-53-24 Office supplies			
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	2,083	
Awards & plaques (3 new officers)	250	-	
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)

10-53-25 Equipment, supplies & maintenance			
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 Recommendation</u>	<u>Adopted Budget</u>
10-53-26 Vehicle maintenance			
Prior year budget, as modified			\$ 76,200
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	\$ 69,000	\$ 63,650	\$ -
Amount changed from request			\$ (69,000)
Increase/(decrease) from prior year modified budget	\$ (7,200)	\$ (12,550)	\$ (76,200)

10-53-27 Utilities Expense			
Prior year budget, as modified			\$ 737
Current estimates:			
Utilities for Police Station	\$ 773	\$ 773	
Total budget for account	\$ 773	\$ 773	\$ -
Amount changed from request			\$ (773)
Increase/(decrease) from prior year modified budget	\$ 36	\$ 36	\$ (737)

10-53-28 Communications			
Prior year budget, as modified			\$ 31,500
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	\$ 35,500	\$ 32,385	\$ -
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 Recommendation</u>	<u>Adopted Budget</u>
10-53-37 Professional & tech - Animal Control			
Prior year budget, as modified			\$ <u>46,000</u>
Current estimates:			
Davis County	\$ 54,755	\$ 59,012	
Total budget for account	<u>\$ 54,755</u>	<u>\$ 59,012</u>	<u>\$ -</u>
Amount changed from request			\$ (54,755)
Increase/(decrease) from prior year modified budget	\$ 8,755	\$ 13,012	\$ (46,000)
10-53-38 Professional & tech - Dispatch			
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)
10-53-61 Sundry			
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	\$ -	\$ -	\$ -
10-53-65 Liquor Fund Expenses			
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 Recommendation	Adopted Budget
10-53-69 Grant funded expenditures			
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)

10-53-70 Capital outlay			
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	\$ -	\$ -	\$ -

Total expenditures			
Prior year budget, as modified			\$ 350,387
Total budget for expenditures	\$ 365,232	\$ 345,461	\$ -
Amount changed from request			\$ (365,232)
Increase/(decrease) from prior year modified budget	\$ 14,845	\$ (4,926)	\$ (350,387)

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
FIRE EXPENDITURES							
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

	<u>Requested</u>	<u>City Manager/Council Recommendation</u>	<u>Adopted Budget</u>
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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	
Total budget for account	<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	
Total budget for account	<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 Recommendation	Adopted Budget
10-55-23 Travel & training			
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 Recommendation	Adopted Budget
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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	
Total budget for account	\$ 60,720	\$ 42,515	\$ -
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 Recommendation</u>	<u>Adopted Budget</u>
10-55-26 Apparatus maintenance			
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)

10-55-27 Utilities Expense			
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)

10-55-28 Communications			
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 Recommendation</u>	<u>Adopted Budget</u>
10-55-29 Fire prevention & education			
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 Recommendation</u>	<u>Adopted Budget</u>
10-55-38 Professional & technical - ambulance billing			
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)

10-55-39 Professional & technical - dispatch			
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 Recommendation</u>	<u>Adopted Budget</u>
10-55-41 Professional & technical - Third Party Plans Review			
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 Recommendation</u>	<u>Adopted Budget</u>
10-55-61 Grant funded expenditures			
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) (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) (Request for new breathing apparatus equipment)	0	0	
Other Grants	10,000	10,000	
Other Grants match 100%	10,000	10,000	
	<u>40,000</u>	<u>40,000</u>	<u>-</u>
Total budget for account	\$ <u>40,000</u>	\$ <u>40,000</u>	\$ <u>-</u>
Amount changed from request			\$ (40,000)
Increase/(decrease) from prior year modified budget	\$ -	\$ -	\$ (40,000)
10-55-90 Interfund Reimbursements			
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>	\$ <u>-</u>
Amount changed from request			\$ 38,087
Increase/(decrease) from prior year modified budget	\$ (2,029)	\$ (2,029)	\$ 36,058
Total expenditures			
Prior year budget, as modified			\$ <u>351,245</u>
Total budget for expenditures	\$ <u>392,496</u>	\$ <u>364,591</u>	\$ <u>-</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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
STREETS							
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 Recommendation</u>	<u>Adopted Budget</u>
10-60-15 Uniforms			
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)

10-60-23 Travel & training			
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)

10-60-24 Office supplies			
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 Recommendation</u>	<u>Adopted Budget</u>
10-60-27 Utilities Expense			
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)
10-60-28 Communications			
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)
10-60-60 Sundry			
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)
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
GENERAL FUND							
PARKS & RECREATION							
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	1,942.95	5,800.00	3,900.00	
10-64-25	EQUIPMENT SUPPLIES & MAINT	56,210.71	93,380.04	40,084.60	93,100.00	120,430.00	
10-64-26	VEHICLE EXPENSES	618.89	624.52	162.30	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	1,625.76	2,000.00	3,540.00	
10-64-29	BUILDING MAINTENANCE	4,630.82	1,766.45	1,199.03	3,500.00	3,500.00	
10-64-30	OFFICIALS	14,689.93	15,920.00	14,209.00	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	6,858.39	14,000.00	7,000.00	
10-64-42	SENIOR PROGRAMS	1,162.97	1,828.15	1,137.16	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	18,609.55	20,000.00	20,000.00	
Total PARKS & RECREATION:		835,025.03	915,700.92	635,525.62	995,212.00	1,156,815.00	
Net Grand Totals:		835,025.03-	915,700.92-	635,525.62-	995,212.00-	1,156,815.00-	

PARKS & RECREATION DEPARTMENT
Fiscal Year Ending June 30, 2017
Line Item Detail

	Requested	City Manager/Council Recommendation	Adopted Budget
10-64-15 Uniforms			
Prior year budget, as modified			\$ -
OPTIMAL SERVICE			
MISSION & VISION CRITICAL			
SHORT-TERM SURVIVAL			
Current estimates:			
Staff Uniforms	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)			
Staff Uniforms	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	\$ -
10-64-21 Books, subscriptions & memberships			
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)
10-64-23 Travel & training			
Prior year budget, as modified			\$ 5,450
Current estimates:			
First aid certifications	\$ 50	\$ 50	
AB Conference	2,700	2,700	
<i>(Conf. Fee, Travel, Room/Board for 1.5 Emp)</i>			
URPA conference	1,950	1,950	
<i>(Conf. Fee, Travel, Room/Board for 3 Emp)</i>			
Basketball/Baseball/Softball Training Certifications	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 Recommendation	Adopted Budget
10-64-24 Office supplies			
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	
	<u>3,900</u>	<u>3,900</u>	<u>-</u>
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:			
Football (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	
Soccer (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	
Baseball/Softball (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	
Basketball (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	
Tennis (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	
Flag Football			
Equipment	3,600	3,600	
Uniforms (260 @ \$17.75)	4,615	4,615	
Misc. (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	-	
Merit Badge classes	500	500	
	<u>121,430</u>	<u>120,430</u>	<u>-</u>
Total budget for account	\$ 121,430	\$ 120,430	\$ -
Amount changed from request			\$ (121,430)
Increase/(decrease) from prior year modified budget	\$ 28,330	\$ 27,330	\$ (93,100)

PARKS & RECREATION DEPARTMENT
Fiscal Year Ending June 30, 2017
Line Item Detail

	Requested	City Manager/Council Recommendation	Adopted Budget
10-64-26 Vehicle expenses			
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)
10-64-27 Utilities Expense			
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)
10-64-28 Communications			
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)
10-64-29 Building maintenance			
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 Recommendation	Adopted Budget
10-64-30 Officials			
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/ 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)

10-64-31 Cemetary Maintenance			
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)

10-64-37 Professional & Technical			
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 Recommendation	Adopted Budget
10-64-40 Special dept. materials & supplies			
Prior year budget, as modified			\$ 14,000
Current estimates: (See revenue acct 10-34-60 for fees collected to cover this expense)			
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)
10-64-42 Senior Programs			
Prior year budget, as modified			\$ 3,000
Current estimates: (See revenue acct 10-34-23 for fees collected to cover this expense)			
	\$ 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)
10-64-45 Heritage Days			
Prior year budget, as modified			\$ 35,000
Current estimates: (See revenue acct 10-34-67 for fees collected to cover this expense)			
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 Recommendation	Adopted Budget
10-64-50 Arts Council			
Prior year budget, as modified			\$ 17,600
Current estimates: (See revenue acct 10-34-69 for fees collected to cover this expense)			
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)
10-64-70 Capital outlay			
Prior year budget, as modified			\$ -
Current estimates:			
Total budget for account	\$ -	\$ -	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ -	\$ -	\$ -
Total expenditures			
Prior year budget, as modified			\$ 169,425
Total budget for expenditures	\$ 232,834	\$ 231,834	\$ -
Amount changed from request			\$ (232,834)
Increase/(decrease) from prior year modified budget	\$ 63,409	\$ 62,409	\$ (169,425)

PARKS MAINTENANCE FEE FUND

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUES							
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	
FUND BALANCE							
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	
PARK MAINTENANCE FUND							
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 Recommendation	Adopted Budget
17-40-15 Uniforms			
Prior year budget, as modified			\$ -
Current estimates:			
Staff Uniform	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))			
Staff Uniform (1 New F/T Employee)	350	350	
1-F/T Staff @ \$350/Emp. (Boots (\$150), 4-Shirts (\$100), 2-Hoodie/Jacket (\$100))			
Staff PPE	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)			
Staff PPE (1 New F/T Employee)	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	\$ -
17-40-23 Travel & training			
Prior year budget, as modified			\$ 5,500
Current estimates:			
ABC/STMA Conference	\$ 2,700	\$ 2,700	
(Conf. Fee, Travel, Room/Board for 1.5 Emp. @ \$1800/Emp.)			
URPA/UCPC Conference	1,950	1,950	
(Conf. Fee, Travel, Room/Board for 3 Emp. @ \$650/Emp.)			
Pesticide Application Liscense/Classes	200	200	
(2 Emp. @ \$100/Emp.)			
Pesticide Application Liscense/Classes (1 New F/T Employee)	100	100	
(1 Emp. @ \$100/Emp.)			
CPSI Cert. (Certified Playground Safety Inspector)	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 Recommendation</u>	<u>Adopted Budget</u>
17-40-25 Equipment and Supplies			
Prior year budget, as modified			<u>\$ 18,730</u>
Current estimates:			
Trimmers (3)	\$ 900	\$ 900	
Equipment Maintenance & Repair (i.e. Oil, Filters, Tools, Mower/Tractor/Excavator Repair(s), Portable Air Tank, etc.)	10,500	10,500	
Payment to DWR for Fish	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)

17-40-26 Vehicle expenses			
Prior year budget, as modified			<u>\$ 30,000</u>
Current estimates:			
Fuel	\$ 26,450	\$ 26,450	
Vehicle Repairs & Preventative Maintenance	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 Requested	Recommendation	Adopted Budget
17-40-27 Utilities			
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	
Cell phone (new employee) includes service and new phone	\$ 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

	Requested	City Manager/Counc Recommendation	Adopted Budget
17-40-30 Buildings & grounds maintenance			
Prior year budget, as modified			\$ 165,210
Current estimates:			
Emigration Trail Resurfacing (High Density Mineral Bond @ 5.3 Miles)	\$ 50,000	\$ 50,000	
<i>Engineering Estimate</i>			
Parking Lot Maintenance - Jensen Park Crack Seal & Striping	3,810	3,810	
Jensen Parking Lot (\$3,810) - Crack Seal (\$3,600) & Striping (\$210)			
Parking Lot Resurface @ 3000 West and Bluff Trailhead	1,100	1,100	
High Density Mineral Bond (\$1,000) & Striping (\$100)			
Trail Underpass Pump Replacement	3,000	3,000	
Athletic Field Preparation Materials	10,000	10,000	
Paint & Supplies (\$3,200), Chalk (\$400), Infield Mix/Conditioners/Clay (\$6,400)			
Turf & Weed Management Materials	33,700	33,700	
Nutrients - Fertilizer/Agents (\$27,200) & Top Dress (\$2,500) Weed/Pest Control - Pesticides & Herbicides (\$4,500)			
Irrigation Maintenance & Repairs	6,500	6,500	
(Tools, Replacement Controllers, Transmitters, Valve Boxes, Valves, Sprinkler Replacements/Parts, Filters)			
Irrigation Central Controller - Founders Park	10,000	10,000	
Playground Equipment Repair	2,000	2,000	
Playground Surface Material Replacement	10,000	10,000	
Canterbury (\$4,000) - (Includes Excavation & Installation) Founders (\$6,000) - (Includes Excavation & Installation)			
Playground Surface Material Refill(s)	5,000	5,000	
Park Restroom & Facility Maintenance Supplies/Repairs	5,000	5,000	
(Cleaning Supplies, Toilet Paper, Garbage Liners, Vandalism Repairs, etc.)			
Portable Restroom Rentals	3,500	3,500	
Tree Initiative Program	6,000	6,000	
Tree/Arbor Trim Maintenance - SE Quadrant	10,500	10,500	
Bluffridge (\$1,000), Centennial (\$3,000), Legacy (\$4,000), Linda Vista (\$2,500)			
Salt/Ice Melt - (Comm. Center, Police Stat., Level 1 Parking Lots)	2,000	2,000	
Skating Rink Supplies & Maintenance	-	-	
Table/Bench/Garbage Receptacle Replacement(s)/Addition(s)	3,500	3,500	
Tables (2 @ \$1,000), Benches (4 @ \$500), Garbage Receptacles (4 @ \$500)			
Baseball Field Backstop @ Founders (Fields 1/2)	20,000	-	
Contract service for lawn care at subdivision entrances, detention basins, etc	-	13,300	
Miscellaneous Improvements in parks	-	6,700	
Volunteer Projects	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 Requested	Recommendation	Adopted Budget
17-40-55 Bad debt			
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)

17-40-70 Capital outlay			
Prior year budget, as modified			\$ 67,629
Current estimates:			
Grasshopper Mower for Mow Crew	\$ 15,000	\$ 15,000	
Replacement Snow Plow for 1-Ton	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	\$ (44,629)	\$ (44,629)	\$ (67,629)

Total expenditures			
Prior year budget, as modified			\$ 298,669
Total budget for expenditures	\$ 304,728	\$ 304,728	\$ -
Amount changed from request			\$ (304,728)
Increase/(decrease) from prior year modified budget	\$ 6,059	\$ 6,059	\$ (298,669)

STREET LIGHTING FEE FUND

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUES							
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	
NON-OPERATING REVENUE							
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	
FUND BALANCE							
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	
STREET LIGHTING FUND							
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 Recommendation</u>	<u>Adopted Budget</u>
18-40-25 Street light maintenance			
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)
18-40-27 Street light utilities			
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)
18-40-33 Street light installation			
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 Recommendation</u>	<u>Adopted Budget</u>
18-40-40 Capital Lease Repayment			
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)
18-40-55 Bad debt			
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)
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
REVENUE							
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	
REVENUE							
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	
MISCELLANEOUS REVENUE							
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	
FUND BALANCE							
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	
EXPENDITURES							
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 Recommendation</u>	<u>Adopted Budget</u>
20-40-25 Equipment, supplies & maintenance			
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 Recommendation</u>	<u>Adopted Budget</u>
20-40-37 Professional & technical services			
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)

20-40-44 Special highway projects			
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 Recommendation</u>	<u>Adopted Budget</u>
20-40-70 Capital projects			
Prior year budget, as modified			\$ 1,252,096

Current estimates:

Projects

2000 West (2175 S. to 2700 S)	150,000	150,000
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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
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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
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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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
CAPITAL IMPROVEMENT FUND							
TAXES							
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	
INTERGOVERNMENTAL REVENUE							
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	
MISCELLANEOUS REVENUE							
80-36-10	INTEREST INCOME	982.93	1,154.41	595.11	.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	595.11	.00	.00	
CONTRIBUTIONS AND TRANSFERS							
80-39-40	TRANSFERS FROM OTHER FUNDS	.00	.00	545,000.00	1,345,000.00	445,000.00	
80-39-45	CONTRIBUTIONS	2,650.00	72,159.68	35.00	.00	.00	
Total CONTRIBUTIONS AND TRANSFERS:		2,650.00	72,159.68	545,035.00	1,345,000.00	445,000.00	
CAPITAL IMPROVEMENTS FUND							
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	436,913.76	662,450.00	440,051.00	
80-40-71	CAPITAL PROJECTS	.00	369,354.98	.00	.00	.00	
80-40-90	CONTRIBUTION TO FUND BALANCE	.00	.00	.00	578,350.00	150,545.00	
Total CAPITAL IMPROVEMENTS FUND:		1,399,333.25	2,359,334.75	580,075.15	1,385,800.00	695,596.00	
Net Grand Totals:		92,128.73	164,404.66	6,353.53	.00	.00	

CAPITAL IMPROVEMENT FUND
Fiscal Year Ending June 30, 2017
Line Item Detail

	Requested	City Manager/Council Recommendation	Adopted Budget
80-40-40 MBA Lease payment			
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	\$ -	\$ -	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ -	\$ -	\$ -
80-40-41 Capital Lease Payment			
Prior year budget, as modified			\$ -
Current estimates:			
Police cars lease payment (2015 Lease)	\$ 105,000	\$ 105,000	
Total budget for account	\$ 105,000	\$ 105,000	\$ -
Amount changed from request			\$ (105,000)
Increase/(decrease) from prior year modified budget	\$ 105,000	\$ 105,000	\$ -
80-40-48 Transfer to other funds			
Prior year budget, as modified			\$ -
Current estimates:			
	\$ -	\$ -	\$ -
Total budget for account	\$ -	\$ -	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT FUND
Fiscal Year Ending June 30, 2017
Line Item Detail

	Requested	City Manager/Council Recommendation	Adopted Budget
80-40-70 Capital equipment			
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) (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	-	
Fire Type 6 Brush Truck	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	\$ 1,364,051	\$ 440,051	\$ -
Amount changed from request			\$ (1,364,051)
Increase/(decrease) from prior year modified budget	\$ 659,553	\$ (264,447)	\$ (704,498)

80-40-71 Capital projects

Prior year budget, as modified			\$ -
Current estimates:			
Total budget for account	\$ -	\$ -	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ (704,498)	\$ (704,498)	\$ (704,498)

Total expenditures

Prior year budget, as modified			\$ 704,498
Total budget for expenditures	\$ 659,553	\$ (264,447)	\$ (704,498)
Amount changed from request			\$ (1,364,051)
Increase/(decrease) from prior year modified budget	\$ (44,945)	\$ (968,945)	\$ (1,408,996)

Utility Enterprise Funds

Secondary Water Utility Fund

Culinary Water Utility Fund

Sewer Utility Fund

Storm Water Utility Fund

Garbage Utility Fund

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
INTERGOVERNMENTAL REVENUE							
30-33-15	STATE GRANTS & REIMBURSEMENTS	.00	.00	.00	.00	200,000.00	
Total INTERGOVERNMENTAL REVENUE:		.00	.00	.00	.00	200,000.00	
CHARGE FOR SERVICES							
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	
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
SECONDARY WATER OPERATING FUND							
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 Recommendation</u>	<u>Adopted Budget</u>
30-40-08 Source of supply			
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)
30-40-15 Uniforms			
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)
30-40-24 Office supplies			
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 Recommendation</u>	<u>Adopted Budget</u>
30-40-25 Equipment & Supplies			
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	
Total budget for account	\$ <u><u>3,000</u></u>	\$ <u><u>3,000</u></u>	\$ <u><u>-</u></u>
Amount changed from request			\$ (3,000)
Increase/(decrease) from prior year modified budget	\$ (500)	\$ (500)	\$ (3,500)

30-40-26 Vehicle expenses			
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	
Total budget for account	\$ <u><u>28,450</u></u>	\$ <u><u>28,450</u></u>	\$ <u><u>-</u></u>
Amount changed from request			\$ (28,450)
Increase/(decrease) from prior year modified budget	\$ (1,550)	\$ (1,550)	\$ (30,000)

30-40-27 Utilities			
Prior year budget, as modified			\$ <u><u>165,000</u></u>
Current estimates:			
Rocky Mountain Power - secondary water pumps	\$ 165,000	\$ 165,000	
Total budget for account	\$ <u><u>165,000</u></u>	\$ <u><u>165,000</u></u>	\$ <u><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 Recommendation</u>	<u>Adopted Budget</u>
30-40-28 Communications			
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)
30-40-36 Internal services allocation			
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)
30-40-37 Professional & technical services			
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 Recommendation</u>	<u>Adopted Budget</u>
30-40-45 Secondary system maintenance			
Prior year budget, as modified			\$ <u>100,000</u>
Current estimates:			
System Repairs, Valve Replacements, 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)

30-40-50 Depreciation			
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 Recommendation</u>	<u>Adopted Budget</u>
30-40-55 Bad debt			
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)
30-40-60 Sundry			
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)
Total expenditures			
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 Recommendation</u>	<u>Adopted Budget</u>
30-1651 Machinery & equipment			
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	\$ -
30-1671 Water system			
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)
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
INTERGOVERNMENTAL REVENUE							
40-33-45	FEDERAL GRANT	.00	.00	.00	4,500.00	.00	
Total INTERGOVERNMENTAL REVENUE:		.00	.00	.00	4,500.00	.00	
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
STORM WATER OPERATING FUND							
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 Recommendation</u>	<u>Adopted Budget</u>
40-40-15 Uniforms			
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)
40-40-23 Travel & training			
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)
40-40-24 Office supplies			
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 Recommendation</u>	<u>Adopted Budget</u>
40-40-25 Equipment, supplies & maintenance			
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)

40-40-26 Vehicle expenses			
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)

40-40-28 Communications			
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 Recommendation	Adopted Budget
40-40-36 Internal services allocation			
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 Recommendation</u>	<u>Adopted Budget</u>
40-40-50 Depreciation			
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)

40-40-55 Bad debt			
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)

40-40-60 Sundry			
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)

Total expenditures			
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 Recommendation</u>	<u>Adopted Budget</u>
40-1651 Machinery & equipment			
Prior year budget, as modified			\$ -
Current estimates:			
Total budget for account	\$ -	\$ -	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ -	\$ -	\$ -

40-1671 Storm water system			
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)

Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
INTERGOVERNMENTAL REVENUE							
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	
CHARGE FOR SERVICES							
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	
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
CULINARY WATER OPERATIONS							
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved 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 Recommendation	Adopted Budget
50-40-08 Source of supply			
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)

50-40-15 Uniforms			
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)

50-40-21 Books, subscriptions, & memberships			
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 Recommendation	Adopted Budget
50-40-23 Travel & training			
Prior year budget, as modified			\$ 7,000
Current estimates:			
CEU Training, Certificate Training (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)
50-40-24 Office supplies			
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)
50-40-25 Equipment & Supplies			
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 Recommendation</u>	<u>Adopted Budget</u>
50-40-26 Vehicle expenses			
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)
50-40-27 Utilities			
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)
50-40-28 Communications			
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)
50-40-36 Internal services allocation			
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 Recommendation</u>	<u>Adopted Budget</u>
50-40-37 Professional & technical services			
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)
50-40-45 Culinary system maintenance			
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)
50-40-50 Depreciation			
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)
50-40-55 Bad debt			
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 Recommendation</u>	<u>Adopted Budget</u>
50-40-60 Sundry			
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)
Total expenditures			
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 Recommendation</u>	<u>Adopted Budget</u>
50-41-23 Travel & Training			
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)
50-41-24 Office supplies			
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)
50-41-25 Equipment, supplies & maintenance			
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 Recommendation</u>	<u>Adopted Budget</u>
50-41-37 Professional & technical services			
Prior year budget, as modified			\$ <u>77,040</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	
Total budget for account	\$ <u>83,040</u>	\$ <u>83,040</u>	\$ -
Amount changed from request			\$ (83,040)
Increase/(decrease) from prior year modified budget	\$ 6,000	\$ 6,000	\$ (77,040)
Total expenditures			
Prior year budget, as modified			\$ <u>133,600</u>
Total budget for expenditures	\$ <u>144,565</u>	\$ <u>144,565</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 Recommendation</u>	<u>Adopted Budget</u>
50-1651 Machinery & equipment			
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	\$ -
50-1671 Water System			
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	\$ -
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
CHARGE FOR SERVICES							
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	
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
SEWER OPERATING FUND							
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 Recommendation</u>	<u>Adopted Budget</u>
53-40-15 Uniforms			
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	\$ -
53-40-18 Sewage disposal fees			
Prior year budget, as modified			<u>\$ 1,386,450</u>
Current estimates:			
North Davis Sewer fees (7600 conn* \$ 18.5) (\$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)
53-40-23 Travel & training			
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 Recommendation</u>	<u>Adopted Budget</u>
53-40-24 Office supplies			
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)

53-40-25 Equipment & Supplies			
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)

53-40-26 Vehicle expenses			
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 Recommendation</u>	<u>Adopted Budget</u>
53-40-28 Communications			
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)

53-40-36 Internal services allocation			
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)

53-40-37 Professional & technical services			
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 Recommendation	Adopted Budget
53-40-45 Sewer system maintenance			
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)

53-40-50 Depreciation			
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)

53-40-55 Bad debt			
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 Recommendation</u>	<u>Adopted Budget</u>
53-40-60 Sundry			
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)

Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
GARBAGE UTILITY OPERATING FUND							
MISCELLANEOUS REVENUE							
55-36-10	INTEREST INCOME	1,702.74	1,894.91	2,243.40	1,500.00	2,600.00	
Total MISCELLANEOUS REVENUE:		1,702.74	1,894.91	2,243.40	1,500.00	2,600.00	
OPERATING REVENUE							
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	25,000.00	24,700.00	25,000.00	
Total OPERATING REVENUE:		1,250,865.75	1,241,779.74	1,073,227.55	1,264,700.00	1,313,680.00	
CONTRIBUTIONS AND TRANSFERS							
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	
GARBAGE OPERATING FUND							
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	.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	856,290.81	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	36,448.30	43,738.00	24,988.00	
55-40-40	GREEN WASTE COLLECTION FEES	93,982.90	98,274.00	86,284.00	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	61,877.00	
Total GARBAGE OPERATING FUND:		1,203,336.35	1,227,608.13	1,071,420.86	1,280,934.00	1,316,280.00	
Net Grand Totals:		49,232.14	16,066.52	4,050.09	.00	.00	

GARBAGE OPERATING FUND
Fiscal Year Ending June 30, 2017
Line Item Detail

	<u>Requested</u>	<u>City Manager/Council Recommendation</u>	<u>Adopted Budget</u>
55-40-15 Uniforms			
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)
55-40-23 Travel & training			
Prior year budget, as modified			\$ <u>650</u>
Current estimates:			
Caselle Annual Training	\$ 650	\$ -	
Total budget for account	\$ <u>650</u>	\$ -	\$ -
Amount changed from request			\$ (650)
Increase/(decrease) from prior year modified budget	\$ -	\$ (650)	\$ (650)
55-40-24 Office supplies			
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 Recommendation</u>	<u>Adopted Budget</u>
55-40-30 Garbage collection expense			
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 Recommendation</u>	<u>Adopted Budget</u>
55-40-40 Green waste collection fees			
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)

55-40-41 Green waste can purchases			
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 Recommendation</u>	<u>Adopted Budget</u>
55-40-55 Bad debt			
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)
Total expenditures			
Prior year budget, as modified			<u>\$ 1,226,088</u>
Total budget for expenditures	<u>\$ 1,241,178</u>	<u>\$ 1,240,528</u>	<u>\$ -</u>
Amount changed from request			\$ (1,241,178)
Increase/(decrease) from prior year modified budget	\$ 15,090	\$ 14,440	\$ (1,226,088)

Information Technology Internal Service Fund

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
MISCELLANEOUS REVENUE							
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	
SPECIAL FUND REVENUE							
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	
OPERATING EXPENDITURES							
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	
FUND BALANCE							
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 Recommendation	Adopted Budget
63-40-21 Books, subscriptions & memberships			
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)
63-40-23 Travel & training			
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)
63-40-24 Office supplies			
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)
63-40-25 Equipment, supplies & maintenance			
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 Recommendation	Adopted Budget
63-40-26 Vehicle Maintenance			
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	\$ -
63-40-28 Communications			
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	\$ -
63-40-37 Professional & technical services			
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)
63-40-60 Sundry			
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)
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
MISCELLANEOUS REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
REDEVELOPMENT AGENCY							
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 Recommendation</u>	<u>Adopted Budget</u>
65-40-36 Management fee			
Prior year budget, as modified			\$ <u>17,108</u>
Current estimates:			
Syracuse City Management Fee (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)
65-40-37 Professional & technical services			
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)
65-40-41 Repayment to financiers			
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 Recommendation</u>	<u>Adopted Budget</u>
65-40-48 Transfer to Other Funds			
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)
65-40-60 Sundry			
Prior year budget, as modified			\$ -
Current estimates:	\$ -	\$ -	\$ -
Total budget for account	\$ -	\$ -	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ -	\$ -	\$ -
65-40-65 Tenant Outreach			
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	\$ -
65-40-70 Capital outlay			
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 Recommendation</u>	<u>Adopted 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)
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
MISCELLANEOUS REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
ECONOMIC DEVELOPMENT AREA							
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

	<u>Requested</u>	<u>City Manager/Council Recommendation</u>	<u>Adopted Budget</u>
66-40-24 Office supplies			
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	\$ -	\$ -	\$ -
66-40-25 Supplies & maintenance			
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	\$ -	\$ -	\$ -
66-40-36 Management fee			
Prior year budget, as modified			\$ 17,396
Current estimates:			
Syracuse City Management Fee	\$ 12,354	\$ 12,354	
Total budget for account	<u>\$ 12,354</u>	<u>\$ 12,354</u>	<u>\$ -</u>
Amount changed from request			\$ (12,354)
Increase/(decrease) from prior year modified budget	\$ (5,042)	\$ (5,042)	\$ (17,396)
66-40-37 Professional & technical services			
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	\$ -	\$ -	\$ -

SR-193 ECONOMIC DEVELOPMENT AGENCY
Fiscal Year Ending June 30, 2017
Line Item Detail

	<u>Requested</u>	<u>City Manager/Council Recommendation</u>	<u>Adopted Budget</u>
66-40-41 Repayment to financiers			
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)
66-40-48 Transfer to Other Funds			
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)
66-40-60 Sundry			
Prior year budget, as modified			\$ -
Current estimates:			
Total budget for account	\$ -	\$ -	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ -	\$ -	\$ -
Total expenditures			
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 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
MUNICIPAL BUILDING AUTHORITY							
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 Recommendation</u>	<u>Adopted Budget</u>
67-40-24 Office supplies			
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	\$ -	\$ -	\$ -

67-40-40 Bond principal payments			
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)

67-40-52 Bond interest payments			
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 Recommendation</u>	<u>Adopted Budget</u>
67-40-54 Bond fees			
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><u>6,010</u></u>	\$ <u><u>6,010</u></u>	\$ -
Amount changed from request			\$ (6,010)
Increase/(decrease) from prior year modified budget	\$ (4,600)	\$ (4,600)	\$ (10,610)
Total expenditures			
Prior year budget, as modified			\$ <u><u>1,140,910</u></u>
Total budget for expenditures	\$ <u><u>1,069,210</u></u>	\$ <u><u>1,069,210</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

Parks, Trails, & Recreation

Public Safety

Transportation

Culinary Water

Secondary Water

Storm Water

IMPACT FEES
Revenues & Cost Allocation Detail

Account Description	Parks, Trails, & Recreation	Public Safety	Transportation	Secondary Water	Storm Water	Culinary Water
Estimated beginning balance:	<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	-	-	75,000	-	-	-
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>\$ 75,000</u>	<u>\$ 425,000</u>	<u>\$ 350,000</u>	<u>\$ -</u>
Total activity	<u>\$ (1,724,300)</u>	<u>\$ (160,000)</u>	<u>\$ 112,550</u>	<u>\$ (138,700)</u>	<u>\$ (58,750)</u>	<u>\$ 243,000</u>
Estimated ending balance:	<u>\$ 80,700</u>	<u>\$ 39,439</u>	<u>\$ 260,023</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 Recommendation</u>	<u>Adopted Budget</u>
Park Development Impact Fee:			
12-40-70 Park Development			
Prior year budget, as modified			\$ <u>936,200</u>
Current estimates:			
Trail Head at Bluff & 3000 West	70,000	70,000	
<i>- landscaping, workout station, stub utilities</i>			
Tuscany Park	125,000	125,000	
<i>'- landscaping, parking, pavilion</i>			
Centennial Park Pavilion	100,000	100,000	
Bluff Ridge Pavilion	50,000	50,000	
Parkland Acquisition	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)
Public Safety Impact Fee:			
13-40-48 Transfer to Other Funds			
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)
Transportation Impact Fee:			
21-40-37 Professional & Technical			
Prior year budget, as modified			<u> </u>
Current estimates:			
Environmental study for Gentile and Bluff Project <i>wastach front regional grant project.</i>	\$ -	\$ 75,000	
	<u> </u>	<u> </u>	
Total budget for account	\$ -	\$ <u>75,000</u>	\$ -
Amount changed from request			\$ -
Increase/(decrease) from prior year modified budget	\$ -	\$ 75,000	\$ -

IMPACT FEES
Fiscal Year Ending June 30, 2017
Line Item Detail

	Requested	City Manager/Council Recommendation	Adopted Budget
21-40-70 Capital Projects			
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:

31-40-37 Professional & Technical			
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 Recommendation</u>	<u>Adopted Budget</u>
Storm Water Impact Fee:			
41-40-37 Professional & Technical			
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	\$ -	\$ -
41-40-70 Capital Projects			
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	\$ -	\$ -
Culinary Water Impact Fee:			
51-40-37 Professional & Technical			
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			<u>\$ -</u>
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 204070	Culinary 501670	Secondary 301670	Storm Drain 401670	Sewer Capital 531670	Road Impact Fee 21-40-70	Culinary Impact Fee 51-40-70	Secondary Impact Fee 31- 40-70	Storm Drain Impact Fee 41- 40-70	Parks, Trails, & Rec Impact Fee 12-40- 70	Project Total
2016-2017 Surface Treatments	\$942,919.00										\$942,919.00
2000 West Culinary (1700 South to SR-193)		\$1,175,000.00	\$400,000.00					\$425,000.00			\$2,000,000.00
1500 West Land Drain To Jensen Pond				\$115,000.00							\$115,000.00
Silver Lakes Land Drain				\$100,000.00							\$100,000.00
2700 South Storm Drain Outfall									\$300,000.00		\$300,000.00
City Shop Drying Bed				\$50,000.00							\$50,000.00
Trail Head at Bluff & 3000 West										\$70,000.00	\$70,000.00
Tuscany Park Improvements										\$125,000.00	\$125,000.00
Centennial Park Pavilion										\$100,000.00	\$100,000.00
Bluff Ridge Pavilion										\$50,000.00	\$50,000.00
Parkland Acquisition										\$1,960,000.00	\$1,960,000.00
FY2016	\$942,919.00	\$1,175,000.00	\$400,000.00	\$265,000.00	\$0.00	\$0.00	\$0.00	\$425,000.00	\$300,000.00	\$2,305,000.00	\$5,812,919.00

5 Year Capital Projects Tentative Plan

Future Capital Projects List - Tentative 1-5 Year Replacement Plan

Project	Class C Capital 204070	Culinary 501671	Secondary 301671	Storm Drain 401671	Land Drain	Sewer Capital 531670	Road Impact Fee 214070	Culinary Impact Fee 511670	Secondary Impact Fee 311670	Storm Drain Impact Fee 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
Estimated 1 to 5 Year Capital Projects Total	\$8,635,830.00	\$6,229,500.00	\$1,820,000.00	\$990,000.00	\$400,000.00	\$0.00	\$550,000.00	\$1,730,000.00	\$975,000.00	\$0.00	\$21,330,330.00

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	\$ -				
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	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	
		Total		\$ 189,455.00	\$ 1,182,500.00	\$ 407,000.00	\$ 380,000.00	\$ 60,000.00
		Budget		\$ 340,000.00	\$ 340,000.00	\$ 340,000.00	\$ 445,000.00	\$ 445,000.00
		Difference		\$ 150,545.00	\$ (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~~⁶ 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 60th to 70th 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:

	Score
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 1st~~ ~~(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	Amount of Payroll <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 1st 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

June 14, 2016

Agenda Item 13

Proposed Resolution R16-30 authorizing and directing the participation of Syracuse City in the public employee's retirement system and the public safety retirement system of the Utah retirement systems for fiscal year 2016-2017.

Factual Summation

- Any questions about this agenda item may be directed at Finance Director Stephen Marshall.
- We are required by Utah Code Title 49, Chapters 11-15 to pay retirement on our full-time employees.
- Each year, the City is required to certify the contribution rates that will be paid for retirement to Utah Retirement Systems (URS) for our full-time employees. These rates vary depending on which system the employees are in and when they were hired. We currently participate in 9 different retirement programs offered by URS. This includes our police, fire, and administrative staff as well as tier I and tier II employees. They are outlined below and in the URS rates table attached.

Local Government Employee	Tier I – DB	18.47%
Local Government Employee	Tier II – DB Hybrid	16.69%
Local Government Employee	Tier II – DC	16.69%
Public Safety – Police	Tier I – DB	34.04%
Public Safety – Police	Tier II – DB Hybrid	23.83%
Public Safety – Police	Tier II – DC	23.83%
Public Safety – Fire	Tier I – DB	18.94%
Public Safety – Fire	Tier II – DB Hybrid	12.08%
Public Safety – Fire	Tier II – DC	12.08%

Recommendation

Approve resolution authorizing and directing the participation of Syracuse City in the public employee's retirement system and the public safety retirement system of the Utah retirement systems for fiscal year 2016-2017.

RESOLUTION R16-30

A RESOLUTION AUTHORIZING AND DIRECTING THE PARTICIPATION OF SYRACUSE CITY IN THE PUBLIC EMPLOYEES RETIREMENT SYSTEM AND THE PUBLIC SAFETY RETIREMENT SYSTEM OF THE UTAH RETIREMENT SYSTEMS FOR FISCAL YEAR 2016 - 2017.

WHEREAS, the City Council of Syracuse City wishes to provide a retirement program for its long-term employees; and

WHEREAS, Syracuse City participates in the Utah Retirement System under the “Public Employees Contributory Retirement Act”;

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

SECTION 1: Syracuse City hereby confirms its participation in the Public Employee Retirement System and the Public Safety Retirement System for the fiscal year 2016-2017.

SECTION 2: Syracuse City’s 2016-2017 budget and compensation schedules shall reflect the Annual Certification of Retirement Contribution Rates required for participation in the current year, as reflected in Exhibit A.

SECTION 3. 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 4. Effective Date. This Resolution shall become effective July 1, 2016.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 14th DAY OF JUNE, 2016.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Terry Palmer, Mayor

Utah Retirement Systems
Final Condensed Retirement Contribution Rate Guide
Fiscal Year July 1, 2016 - June 30, 2017

	Tier 1 DB System			Tier 1 Post Retired		Tier 2 - DB Hybrid System				Tier 2 - DC Plan			
	Contribution Reporting Fields Tier 1 2016-2017 RATES			Post Retired Employment after 6/30/2010 - NO 401(k) Amortization of UAAL**	Post Retired Employment before 7/1/2010 Optional 401(k) Cap	Contribution Reporting Fields Tier 2 2016-2017 RATES				Contribution Reporting Fields Tier 2 2016-2017 RATES			
	Employee	Employer	TOTAL			Tier 2 Fund	Employer	401(k)	TOTAL	Tier 2 Fund	Employer	401(k)	TOTAL
Public Employees													
Contributory Retirement System													
11- Local Government	6.00	14.46	20.46	8.37	12.09	111	16.67	1.78	18.45	211	8.45	10.00	18.45
12- State and School ¹	6.00	17.70	23.70	12.25	11.45								
Public Employees													
Noncontributory Retirement System													
15- Local Government	-	18.47	18.47	6.61	11.86	111	14.91	1.78	16.69	211	6.69	10.00	16.69
16- State and School ¹	-	22.19	22.19 *	9.94	12.25	112	18.24	1.78	20.02	212	10.02	10.00	20.02
Public Safety													
Contributory Retirement System													
Division A													
22- State With 4% COLA	12.29	29.70	41.99	18.46	23.53								
23- Other Division A With 2.5% COLA	12.29	22.75	35.04	11.75	23.29	122	22.50	1.33	23.83	222	11.83	12.00	23.83
77- Other Division A With 4% COLA	12.29	24.33	36.62	12.91	23.71	122	23.66	1.33	24.99	222	12.99	12.00	24.99
Division B													
29- Other Division B With 2.5% COLA	10.50	22.29	32.79	9.75	23.04	122	20.50	1.33	21.83	222	9.83	12.00	21.83
74- Other Division B With 4% COLA	10.50	28.95	39.45	15.92	23.53	122	26.67	1.33	28.00	222	16.00	12.00	28.00
Public Safety													
Noncontributory Retirement System													
Division A													
42- State With 4% COLA	-	41.35	41.35	18.46	22.89	122	29.21	1.33	30.54	222	18.54	12.00	30.54
43- Other Division A With 2.5% COLA	-	34.04	34.04	11.75	22.29	122	22.50	1.33	23.83	222	11.83	12.00	23.83
75- Other Division A With 4% COLA	-	35.71	35.71	12.91	22.80	122	23.66	1.33	24.99	222	12.99	12.00	24.99
48- Bountiful With 2.5% COLA	-	47.33	47.33	24.88	22.45	122	35.63	1.33	36.96	222	24.96	12.00	36.96
Division B													
44- Salt Lake City With 2.5% COLA	-	46.67	46.67	24.17	22.50	122	34.92	1.33	36.25	222	24.25	12.00	36.25
45- Ogden With 2.5% COLA	-	48.68	48.68	26.27	22.41	122	37.02	1.33	38.35	222	26.35	12.00	38.35
46- Provo With 2.5% COLA	-	42.16	42.16	19.56	22.60	122	30.31	1.33	31.64	222	19.64	12.00	31.64
47- Logan With 2.5% COLA	-	41.92	41.92	19.33	22.59	122	30.08	1.33	31.41	222	19.41	12.00	31.41
49- Other Division B With 2.5% COLA	-	32.20	32.20	9.64	22.56	122	20.39	1.33	21.72	222	9.72	12.00	21.72
76- Other Division B With 4% COLA	-	38.94	38.94	15.92	23.02	122	26.67	1.33	28.00	222	16.00	12.00	28.00
Firefighters' Retirement System													
Division A													
31- Division A	15.05	3.89	18.94	-	18.94	132	10.75	1.33	12.08	232	0.08	12.00	12.08
Division B													
32- Division B	16.71	6.66	23.37	-	23.37	132	10.75	1.33	12.08	232	0.08	12.00	12.08
Judges' Retirement System													
37- Judges' Noncontributory	-	42.12	42.12										

* Does not include the required 1.5% 401(k) contribution.

** Unfunded Actuarial Accrued Liability

¹ Public School Districts and Charter School rates are effective September 1, 2016 - August 31, 2017



COUNCIL AGENDA

June 14, 2016

Agenda Item #14

Approve R16-31 adopting the updates to the fiscal year 2016-2017 wage scale.

Factual Summation

- Please see the proposed changes to the fiscal year 2016 – 2017 wages scale. All recommended changes to the wage scale are highlighted in red. Any questions regarding this item can be directed at City Manager Brody Bovero or Finance Director Steve Marshall.
- We are recommending adding 2 additional job classifications to the employee wage scale as discussed with this year’s budget proposal. They include:
 - Parks Superintendent
 - IT Technician – part-time
- We performed a salary benchmark for both of these positions and have set the proposed wage scale to match the wages to the 60th percentile of comparative cities based upon our current compensation plan. The detail benchmark is attached with this write-up.
- No other changes have been proposed with this wage scale update.

Recommendation

Adopt the resolution approving the updates to the fiscal year 2016-2017 wage scale.

JOB TITLE **PARKS SUPERINTENDENT**

REPORTS TO **ASSISTANT PARKS & RECREATION DIRECTOR**

PAY SCALE **RANGE MIN RANGE MID RANGE MAX** **ACTUAL SALARY** **YEARS OF SERVICE WITH CITY** **Notes**

**BENCHMARK
COMPARISON**

	RANGE MIN	RANGE MID	RANGE MAX	ACTUAL SALARY	JOB TITLE
BOUNTIFUL	38,195.00	48,425.50	58,656.00	51,516.00	PARKS MAINTENANCE SUPERVISOR/ASST CEMETERY SUP
KAYSVILLE	47,138.52	61,823.58	76,508.64	0.00	Parks Foreman
NORTH OGDEN	47,205.00	58,298.00	69,391.00	50,286.00	PARK SUPERINTENDENT
CLEARFIELD	49,587.00	61,984.00	74,381.00	52,249.00	PARKS & BALLFIELD/OPENSOURCE MANAGER
FARMINGTON	45,292.00	54,788.50	64,285.00	52,965.00	PARK SUPERINTENDENT
WOODS CROSS	43,180.00	53,775.50	64,371.00	53,769.00	Properties Supervisor
CLINTON	45,552.00	55,962.50	66,373.00	55,536.00	PARK SUPERVISOR
LAYTON	57,718.00	69,261.50	80,805.00	58,987.00	PARK SUPERINTENDENT
NORTH SALT LAKE	44,093.00	54,380.00	64,667.00	64,667.00	PARK SUPERINTENDENT
ROY	45,386.00	55,827.50	66,269.00	64,730.00	PARKS SUPERINTENDENT
CENTERVILLE	55,977.00	68,575.00	81,173.00	73,944.00	PARKS & CEMETERY SUPERVISOR
60th Percentile	\$ 47,138.52	\$ 58,298.00	\$ 69,391.00	\$ 55,536.00	
70th Percentile	\$ 47,205.00	\$ 61,823.58	\$ 74,381.00	\$ 58,987.00	
60th Percentile - hourly rate	\$ 22.66	\$ 28.03	\$ 33.36		

There were not 10 comparative cities in our benchmark listing

JOB TITLE	IT TECHNICIAN
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REPORTS TO	INFORMATION SYSTEMS DIRECTOR
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PAY SCALE	RANGE MIN	RANGE MID	RANGE MAX	ACTUAL SALARY	YEARS OF SERVICE WITH CITY	Notes
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BENCHMARK COMPARISON	RANGE MIN	RANGE MID	RANGE MAX	ACTUAL SALARY	JOB TITLE
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LAYTON	37,328.00	44,793.50	52,259.00	46,785.00	PC TECHNICIAN II
MIDVALE	35,755.20	43,721.60	51,688.00	37,065.60	IT Technician
BRIGHAM CITY	34,643.00	40,756.50	46,870.00	39,104.00	INFORMATION SYSTEM TECHNICIAN II
HERRIMAN	33,876.07	46,585.07	59,294.06	43,548.45	ITS Assistant
COTTONWOOD HEIGHTS	46,921.00	57,194.00	67,467.00	69,364.00	Information Systems Technician
PAYSON	39,143.00	44,456.50	49,770.00	49,192.00	IS TECHNICIAN II
TOOELE	33,467.00	41,787.00	50,107.00	0.00	IS SUPPORT TECHNICIAN

60th Percentile	\$ 36,698.88	\$ 44,658.70	\$ 52,030.60	\$ 46,785.00
70th Percentile	\$ 37,691.00	\$ 45,151.81	\$ 53,666.01	\$ 47,988.50
60th Percentile - hourly rate	\$ 17.64	\$ 21.47	\$ 25.01	

There were not 10 comparative cities in our benchmark listing

RESOLUTION NO. R16-31

A RESOLUTION OF THE SYRACUSE CITY COUNCIL ADOPTING THE FISCAL YEAR 2016 - 2017 WAGE SCALE.

WHEREAS, 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 and wage administration, pay grade schedules, and comparison/benchmarking strategies; and

WHEREAS, City Administration has performed a benchmarking study for two new job classifications proposed in the budget for fiscal year 2017 and determined the appropriate amendments to the City's wage scale for FY2016-2017; AND

WHEREAS, the City Council and Mayor have reviewed the draft wage scale and feel it addresses the needs of the City relative to the most efficient use of the City's resources.

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

Section 1. Adoption. The fiscal year 2016-2017 wage scale is attached hereto as Exhibit "A," and incorporated herein by reference is hereby adopted by Syracuse City.

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 14th DAY OF JUNE, 2016.

ATTEST:

SYRACUSE CITY

Cassie Z. Brown, City Recorder

By: _____
Terry Palmer, Mayor

FY 2015 - 2016 Wage Scale				
Grade	Status	Position Title	Min	Max
407	Salary	City Manager	\$86,646	\$129,684
406	Salary	City Attorney	\$83,383	\$123,947
405	Salary	Public Works Director	\$72,814	\$107,966
		Fire Chief		
		Police Chief		
404	Salary	Community and Economic Development Director	\$70,375	\$105,462
		Finance Director		
403	Salary	Information Systems Director	\$62,457	\$93,252
		Parks & Recreation Director		
402	Salary	Human Resources Director	\$60,666	\$90,520
401	Salary	City Recorder	\$53,596	\$80,860
326	Full-time	Deputy Fire Chief	\$33.68	\$42.56
325	Full-time	City Engineer	\$31.43	\$44.05
324	Full-time	Police Lieutenant	\$27.28	\$41.05
323	Full-time	Development Services Manager	\$26.08	\$38.36
322	Full-time	Building Official	\$24.83	\$36.30
321	Full-time	Streets Superintendent	\$24.40	\$34.63
		Water Superintendent		
		Environmental Superintendent		
320	Full-time	Assistant Parks & Recreation Director	\$23.82	\$35.76
		Finance Manager		
319	Full-time	Police Sergeant	\$23.03	\$34.22
318	Full-time	Parks Superintendent	\$22.66	\$33.36
317	Full-time	Planner II/Grant Administrator	\$21.34	\$31.25
316	Full-time	Human Resources Specialist	\$20.79	\$30.12
		Building Inspector III		
315	Full-time	Police Officer III	\$19.87	\$29.32
314	Full-time	Planner I/Grants Specialist	\$18.94	\$27.84
		Detective		
313	Full-time	Police Officer II	\$18.52	\$26.87
		Building Inspector II		
312	Full-time	Police Officer I	\$17.75	\$25.53
		Recreation Coordinator		
		Parks Coordinator		
		Fire Captain		
311	Full-time	Court Clerk Supervisor	\$16.82	\$24.82
		Code Enforcement Officer		
		Building Inspector I		
310	Full-time	Water Maintenance Worker III	\$16.18	\$23.67
		Environmental Maintenance Worker III		
		Street Maintenance Worker III		
		Parks Maintenance Worker III		
		Utilities Billing Supervisor		
		Facilities Maintenance Technician		
309	Full-time	Business License Clerk	\$15.45	\$21.99
		Administrative Professional		
308	Full-time	Water Maintenance Worker II	\$14.93	\$21.30
		Street Maintenance Worker II		

Grade	Status	Position Title	Min	Max
		Environmental Maintenance Worker II	See previous page	
		Fire Engineer		
307	Full-time	Court Clerk II / Admin Professional	\$14.67	\$20.70
		Senior Fire Fighter		
306	Full-time	Building Permit Technician	\$13.86	\$20.63
		Parks Maintenance Worker II		
		Utilities Billing Clerk		
305	Full-time	Parks Maintenance Worker I	\$13.54	\$19.73
		Streets Maintenance Worker I		
		Water Maintenance Worker I		
		Environmental Maintenance Worker I		
304	Full-time	Court Clerk I	\$12.50	\$17.92
303	Full-time	Fire Fighter II	\$11.92	\$18.08
302	Full-time	Administrative Assistant	\$11.60	\$15.15
301	Full-time	Fire Fighter I	\$11.17	\$12.89
214	Part-time	Events Coordinator	\$17.92	\$24.86
213	Part-time	IT Technician	\$17.64	\$25.01
212	Part-time	Building Inspector I	\$16.82	\$24.82
		Code Enforcement Officer		
211	Part-time	Administrative Professional	\$15.45	\$21.99
210	Part-time	Bailiff	\$14.79	\$19.22
209	Part-time	Parks Maintenance Worker I	\$13.54	\$19.73
		Recreation Coordinator I		
		Streets Maintenance Worker I		
		Water Maintenance Worker I		
		Environmental Maintenance Worker I		
		Facilities Maintenance Technician		
208	Part-time	Court Clerk	\$12.50	\$17.92
207	Part-time	Fire Fighter II	\$11.92	\$18.08
206	Part-time	Administrative Assistant	\$11.60	\$15.15
		Mail Clerk		
205	Part-time	Fire Fighter I	\$11.17	\$12.89
204	Part-time	Custodian	\$10.28	\$13.30
203	Part-time	Recreation Supervisor	\$8.64	\$11.24
		Front Dest Receptionist		
202	Part-time	Crossing Guard	\$8.23	\$10.70
201	Part-time	Recreation Assistant	\$7.46	\$9.70
104	Seasonal	Seasonal Fire Fighter	\$11.92	\$18.08
103	Seasonal	Cemetery Maintenance Worker	\$10.25	\$13.25
		Meter Reader		
		Gang Mower Operator		
102	Seasonal /Temporary	Streets Maintenance Worker	\$8.50	\$11.75
		Water Maintenance Worker		
		Environmental Maintenance Worker		
		Jensen Pond Maintenance Worker		
		Land Maintenance Worker		
		Administrative Assistant		
		Intern		
101	Seasonal	Sports Fields Worker	\$8.00	\$10.00

FY 2015 - 2016 Wage Scale				
Grade	Status	Position Title	Min	Max
407	Salary	City Manager	\$86,646	\$129,684
406	Salary	City Attorney	\$83,383	\$123,947
405	Salary	Public Works Director	\$72,814	\$107,966
		Fire Chief		
		Police Chief		
404	Salary	Community and Economic Development Director	\$70,375	\$105,462
		Finance Director		
403	Salary	Information Systems Director	\$62,457	\$93,252
		Parks & Recreation Director		
402	Salary	Human Resources Director	\$60,666	\$90,520
401	Salary	City Recorder	\$53,596	\$80,860
326	Full-time	Deputy Fire Chief	\$33.68	\$42.56
325	Full-time	City Engineer	\$31.43	\$44.05
324	Full-time	Police Lieutenant	\$27.28	\$41.05
323	Full-time	Development Services Manager	\$26.08	\$38.36
322	Full-time	Building Official	\$24.83	\$36.30
321	Full-time	Streets Superintendent	\$24.40	\$34.63
		Water Superintendent		
		Environmental Superintendent		
320	Full-time	Assistant Parks & Recreation Director	\$23.82	\$35.76
		Finance Manager		
319	Full-time	Police Sergeant	\$23.03	\$34.22
318	Full-time	Parks Superintendent	\$22.66	\$33.36
317	Full-time	Planner II/Grant Administrator	\$21.34	\$31.25
316	Full-time	Human Resources Specialist	\$20.79	\$30.12
		Building Inspector III		
315	Full-time	Police Officer III	\$19.87	\$29.32
314	Full-time	Planner I/Grants Specialist	\$18.94	\$27.84
		Detective		
313	Full-time	Police Officer II	\$18.52	\$26.87
		Building Inspector II		
312	Full-time	Police Officer I	\$17.75	\$25.53
		Recreation Coordinator		
		Parks Coordinator		
		Fire Captain		
311	Full-time	Court Clerk Supervisor	\$16.82	\$24.82
		Code Enforcement Officer		
		Building Inspector I		
310	Full-time	Water Maintenance Worker III	\$16.18	\$23.67
		Environmental Maintenance Worker III		
		Street Maintenance Worker III		
		Parks Maintenance Worker III		
		Utilities Billing Supervisor		
		Facilities Maintenance Technician		
309	Full-time	Business License Clerk	\$15.45	\$21.99
		Administrative Professional		
308	Full-time	Water Maintenance Worker II	\$14.93	\$21.30
		Street Maintenance Worker II		

Grade	Status	Position Title	Min	Max
		Environmental Maintenance Worker II	See previous page	
		Fire Engineer		
307	Full-time	Court Clerk II / Admin Professional	\$14.67	\$20.70
		Senior Fire Fighter		
306	Full-time	Building Permit Technician	\$13.86	\$20.63
		Parks Maintenance Worker II		
		Utilities Billing Clerk		
305	Full-time	Parks Maintenance Worker I	\$13.54	\$19.73
		Streets Maintenance Worker I		
		Water Maintenance Worker I		
		Environmental Maintenance Worker I		
304	Full-time	Court Clerk I	\$12.50	\$17.92
303	Full-time	Fire Fighter II	\$11.92	\$18.08
302	Full-time	Administrative Assistant	\$11.60	\$15.15
301	Full-time	Fire Fighter I	\$11.17	\$12.89
214	Part-time	Events Coordinator	\$17.92	\$24.86
213	Part-time	IT Technician	\$17.64	\$25.01
212	Part-time	Building Inspector I	\$16.82	\$24.82
		Code Enforcement Officer		
211	Part-time	Administrative Professional	\$15.45	\$21.99
210	Part-time	Bailiff	\$14.79	\$19.22
209	Part-time	Parks Maintenance Worker I	\$13.54	\$19.73
		Recreation Coordinator I		
		Streets Maintenance Worker I		
		Water Maintenance Worker I		
		Environmental Maintenance Worker I		
		Facilities Maintenance Technician		
208	Part-time	Court Clerk	\$12.50	\$17.92
207	Part-time	Fire Fighter II	\$11.92	\$18.08
206	Part-time	Administrative Assistant	\$11.60	\$15.15
		Mail Clerk		
205	Part-time	Fire Fighter I	\$11.17	\$12.89
204	Part-time	Custodian	\$10.28	\$13.30
203	Part-time	Recreation Supervisor	\$8.64	\$11.24
		Front Dest Receptionist		
202	Part-time	Crossing Guard	\$8.23	\$10.70
201	Part-time	Recreation Assistant	\$7.46	\$9.70
104	Seasonal	Seasonal Fire Fighter	\$11.92	\$18.08
103	Seasonal	Cemetery Maintenance Worker	\$10.25	\$13.25
		Meter Reader		
		Gang Mower Operator		
102	Seasonal /Temporary	Streets Maintenance Worker	\$8.50	\$11.75
		Water Maintenance Worker		
		Environmental Maintenance Worker		
		Jensen Pond Maintenance Worker		
		Land Maintenance Worker		
		Administrative Assistant		
		Intern		
101	Seasonal	Sports Fields Worker	\$8.00	\$10.00



COUNCIL AGENDA

June 14, 2016

Agenda Item #15

Storm Water Management Program

Factual Summation

- Any questions about this agenda item can be directed to Robert Whiteley.
- Syracuse City has updated the SWMP in compliance with the Utah Pollutant Discharge Elimination System General Permit for discharges from small municipal separate storm sewer systems issued by the Utah Division of Water Quality. This general permit is issued in compliance with the provisions of the Utah Water Quality Act, Title 19, Chapter 5, UCA 2004 and the Federal Water Pollution Control Act (33 USC).
- Updates to the SWMP are required each time the general permit is reissued. This permit is effective March 1, 2016 and expires Feb 28, 2021 when the permit will again be renewed. Permittees that are renewing are given 120 days after the effective date to submit an updated SWMP to the division.
- The main purpose of the SWMP is to provide a program that will improve the quality of storm water to the maximum extent practicable. These are achieved by setting measurable goals through six control measures. The control measures include the following:
 - Public education and outreach on storm water impacts
 - Public involvement / participation
 - Illicit discharge detection and elimination
 - Construction site storm water runoff control
 - Long-term storm water management in new development and redevelopment
 - Pollution prevention and good housekeeping for municipal operations

Recommendation

Pass Resolution 16-27 supporting this program.

RESOLUTION R16-27

A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE ADOPTION OF THE 2016 STORM WATER MANAGEMENT PROGRAM FOR SYRACUSE CITY, UTAH.

WHEREAS, the State of Utah Department of Environmental Quality, Division of Water Quality, requires Syracuse City to complete and adopt a Storm Water Management Program in compliance with the Utah Water Quality Act, Title 9, Chapter 5, UCA, providing authorization to discharge storm water under the Utah Pollutant Discharge Elimination System (UPDES) through the general permit for discharges from small municipal separate storm sewer systems; and

WHEREAS, the purpose of the Storm Water Management Program is to establish a plan to reduce the discharge of pollutants from the storm drain system, protect water quality, and satisfy the appropriate water quality requirements of the Utah Water Quality Act.

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

Section 1. That the City Council of Syracuse City affirms that it has reviewed and accepted the 2016 Storm Water Management Program (attached as Exhibit A).

Section 2. This Resolution shall become effective immediately upon its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 14th DAY OF JUNE, 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”

SYRACUSE CITY CORPORATION

Syracuse, Utah

Storm Water Management Program

Updated May 2016



Prepared by:

Robert Whiteley, PE
Public Works Director

SYRACUSE CITY CORPORATION
Storm Water Management Program

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1.0 Introduction

1.1 Introduction

This Storm Water Management Program (SWMP) has been developed exclusively for Syracuse City, Utah. Syracuse City is located between Ogden and Salt Lake City in Davis County west of Layton City and situated along the east shore of the Great Salt Lake. This SWMP has been implemented for the purpose of:

1. Reducing the discharge of pollutants from the Municipal Separate Storm Sewer System (MS4);
2. Protect water quality; and
3. Satisfy the appropriate water quality requirements of the Utah Water Quality Act

Six control measures have been incorporated into the SWMP in order to implement the program in accordance with the Small MS4 General UPDES Permit UTR 090000. These control measures include the following:

1. Public education and outreach on storm water impacts
2. Public involvement / participation
3. Illicit discharge detection and elimination (IDDE)
4. Construction site storm water runoff control
5. Long-term storm water management in new development and redevelopment (post-construction storm water management)
6. Pollution prevention and good housekeeping for municipal operations

The water quality within Syracuse City is relatively good. None of the streams or waterways has been identified as protected under Section 303(d) of the USEPA regarding impaired waters. This list is found online at the following link:

<http://www.deq.utah.gov/ProgramsServices/programs/water/wqmanagement/assessment/PreviousIR.htm>.

Syracuse City is an active member of the Davis County Storm Coalition. The coalition works together to promote improved storm water quality. Nitrogen and phosphorus reductions are a collaborative effort with the

storm coalition to evaluate, identify, target, and provide outreach in order to improve water quality in the area.

The storm drain system is maintained by Syracuse City Public Works Department, Environmental Division. The Environmental Superintendent is responsible to implement and coordinate the Best Management Practices (BMP's) contained within this SWMP.

This SWMP is reviewed annually in conjunction with the preparation of an annual report submitted to the State Department of Environmental Quality, Division of Water Quality. Any updates to this report follow procedures outlined in Section 4.4 of the general permit.

1.2 Definitions

The following definitions are to be used in conjunction with those found in Utah Administrative Code R317. The following terms have the meaning as set forth:

BMP means "best management practice".

CCTV means "closed circuit television.

CIP means a "Capital Improvement Plan".

DWQ means "the Utah Division of Water Quality".

Illicit Connection means any man-made conveyance connecting an illicit discharge directly to a municipal separate storm sewer system.

Illicit Discharge means any discharge to a municipal separate storm sewer that is not composed entirely of storm water, except discharges pursuant to a UPDES Permit and discharges resulting from emergency firefighting activities.

LID means "Low Impact Development" which is an approach to land development that works with nature to more closely mimic pre-development hydrologic functions.

MS4 means "Municipal Separate Storm Sewer System", which means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) pursuant to R317-8-1.6(4),(7), & (14), or designated under UAC R317-8-3.9(1)(a)5:

- a) That is owned or operated by a state, city, town, county, district, association, or other public body (created by or pursuant to State Law) having jurisdiction over disposal of wastes, storm water, or other wastes, including special districts under State Law such as a sewer district, flood control district, or drainage district, or similar entity, or a designated and approved management agency under section 208 of the Federal Clean Water Act that discharges to waters of the State;
- b) That is designated or used for collecting or conveying storm water;
- c) Which is not a combined sewer; and
- d) Which is not part of a publicly-owned treatment works as defined in 40CFR 122.2.

MEP means "Maximum Extent Practicable" which is the technology-based discharge standard for Municipal Separate Storm Sewer Systems established by the Federal Clean Water Act 402(p)(3)(B)(iii), which reads: "Permits for discharges from municipal storm sewers shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques, and system, design, and engineering methods, and other such provisions as the Administrator or the State determines appropriate for the control of such pollutants."

NOI means "Notice of Intent", which is the mechanism used to register for coverage under a General Permit.

Non-analytical monitoring refers to monitoring for pollutants by means other than UAC R317-2-10 and 40 CFR 136, such as visually or by qualitative tools that provide comparative or rough estimates.

Outfall means a point source as defined by UAC R317-8-1.5(34) at the point where a municipal separate storm sewer discharges to waters of the state and does not include open conveyances connecting two municipal separate storm sewers, or pipes, tunnels, or other conveyances which connect segments of the same stream or other waters of the state and are used to convey waters of the state.

Phase 2 areas means areas regulated under UPDES storm water regulations encompassed by small municipal separate storm sewer systems. The Phase 2 Rule automatically covers on a nationwide basis all small municipal separate storm sewer systems located in urbanized areas as defined by the Bureau of Census and on a case-by-case basis those small municipal

separate storm sewer systems located outside urbanized areas that the UPDES permitting authority designates.

Permittee means a federal or state agency, municipality, county, or district that owns or operates a storm drain collection system or who is in direct responsible charge for operation and maintenance of the storm drain collection system.

Phase 2 areas means areas regulated under UPDES storm water regulations encompassed by small municipal separate storm sewer systems. The Phase 2 Rule automatically covers on a nationwide basis all small municipal separate storm sewer systems located in urbanized areas as defined by the Bureau of Census and on a case-by-case basis those small municipal separate storm sewer systems located outside urbanized areas that the UPDES permitting authority designates.

Priority construction site means a construction site that has potential to threaten water quality when considering the following factors: soil erosion potential; site slope; project size and type; sensitivity of receiving waterbodies; proximity to receiving waterbodies; non-storm water discharges and past record of non-compliance by the operators of the construction site.

Runoff means storm water and water from other sources that travels across the land surface, or laterally through the ground near the land surface, and discharges to water bodies either directly or through a collection and conveyance system.

SOP means "Standard Operating Procedure" which is a set of written instructions that document a routine or repetitive activity.

Storm Drain Collection System means a system for the collection and conveyance of storm waters. The storm drain collection system does not include: private sewer systems owned and operated by a homeowners association or an owner of real property; and systems that collect and convey sewer, flood irrigation, or land drain.

Storm water means storm water runoff, snowmelt runoff, and surface runoff and drainage.

SWMP means "Storm Water Management Program" which is a document used to describe the various control measures and activities that are implemented by the Permittee. It includes a set of measurable goals, actions, and activities designed to protect water quality by methods to

reduce the discharge of pollutants from municipal separate storm sewer systems to the maximum extent practicable.

TMDL means "Total Maximum Daily Load", which refers to a study that quantifies the amount of a pollutant in a stream; identifies the sources of the pollutant; and recommends regulatory or other actions that may need to be taken in order for the impaired waterbody to meet water quality standards.

Urbanized Area is a land area comprising one or more places and the adjacent density settled surrounding area that together have a residential population of at least 50,000 and an overall population density of at least 1,000 people per square mile.

UPDES means "Utah Pollutant Discharge Elimination System".

Waters of the State means all streams, lakes, ponds, marshes, water-courses, waterways, wells, springs, irrigation systems, drainage systems, and all other bodies or accumulations of water, surface and underground, natural or artificial, public or private which are contained within, flow through, or border upon this state or any portion thereof, except bodies of water confined to and retained within the limits of private property, and which do not develop into or constitute a nuisance, or public health hazard, or a menace to fish and wildlife which shall not be considered to be waters of the state under this definition UAC R317-1-1.

1.3 General Requirements

General requirements for a storm water management program, as specified in the Small MS4 General Permit include the following:

1. Permit number;
2. MS4 location description and map;
3. Information regarding the overall water quality concerns, priorities, measurable goals, and interim milestones specific to the Permittee that were considered in the development and/or revisions to the SWMP document;
4. A description of the program elements that will be implemented (or are already being implemented) in each of the six minimum control measures;

5. A description of any modifications to ordinances or long-term / ongoing processes implemented in accordance with the previous MS4 General Permit for each of the six minimum control measures;
6. A description of how the Permittee intends to meet the requirements of the Permit as described in Part 4.0 by either referencing existing program areas that already meet the Permit requirements or a description and relevant measurable goals that include, as appropriate, the year by which the Permittee will achieve required actions, including interim milestones;
7. Joint submittals of Co-Permittees (if applicable) and the associated responsibility in meeting requirements of the SWMP;
8. A certification and signature;
9. Specific details for complying with the required items in each of the six minimum control measures.

1.4 Storm Water Ordinance

Syracuse City has an Illicit Discharge and Erosion Control ordinance in Title 4, Chapter 40 that has been adopted by the governing body. No modifications to the ordinance have been necessary since the previous MS4 General Permit. The ordinance is found online at the following link:

<http://www.codepublishing.com/UT/Syracuse/>

1.5 Nitrogen and Phosphorous

The significant increase in recent years of nitrogen and phosphorus in water bodies across the country has intensified water quality problems. Excess nitrogen and phosphorus in Utah waters harm our streams, rivers, and lakes.

The Division of Water Quality (DWQ) is currently at work on a nutrient reduction plan tailored to the unique needs of Utah waters. DWQ has already identified numerous watersheds in the state that are affected by high nutrient levels. In an effort to reverse this disturbing trend, DWQ, in partnership with a comprehensive team of key stakeholders, established a working group to develop acceptable benchmarks for nitrogen and phosphorus and develop nutrient reduction programs to reduce nutrient loads entering the state's waters.

Nitrogen and phosphorus are nutrients that are a part of all aquatic ecosystems and support the growth of the algae and aquatic plants that provide food and habitat for fish and smaller aquatic organisms. However, excess nitrogen and phosphorus, or nutrient pollution, can result in serious water quality problems. It impairs drinking water, endangers aquatic life, and threatens recreational uses. Nutrient pollution can also pose serious risks to human and animal health and damage to the economy.

Excess nitrogen and phosphorus in the water causes algae and some types of bacteria to grow faster than ecosystems can handle, a process known as eutrophication. Large growths of algae, called algal blooms, reduce oxygen in the water, stressing or killing fish. Algal blooms also harm water quality, food resources and habitats. Some blooms are harmful to humans because they contain bacteria that can produce toxins that can make people sick if they swim in or drink the contaminated water.

The Division's goal is to protect Utah's waters for their beneficial uses while taking into consideration the respective characteristics and potential of these waters. Given the wide diversity of streams and lakes throughout Utah, the levels of nutrients protective of the beneficial uses in one type of stream will be different in another type of stream. DWQ, in collaboration with a team of core stakeholders, has assembled a toolbox of comprehensive and adaptive solutions to tackle the problem of nutrient pollution in Utah. Strategies to address nutrient pollution include:

- Nutrient standards that limit pollutants and protect water bodies for their beneficial uses.
- Statewide monitoring to identify water bodies with nutrient problems.
- Site-specific strategies that account for the differences in water bodies and their sources of nutrient pollution.
- Technology- based effluent limits for wastewater treatment discharges to be phased in over time.
- An environmental stewardship certification program, along with guidance on the application of Best Management Practices (BMPs), for agricultural nonpoint sources of nutrient pollution.

2.0 SWMP General Information

2.1 Program Effective

This Storm Water Management Program was adopted by Syracuse City Council by Resolution R16-27 on June 14, 2016.

2.2 Local Contact Representatives

The responsible representative(s), position and phone number for Syracuse City with regard to this SWMP listed in notification priority order are:

Public Works after hours emergency on-call		801-643-5775
Darel Webb	Environmental Superintendent	801-837-6777
Braydon Mettler	Environmental Maintenance Worker	801-390-8891
Robert Whiteley	Public Works Director	801-614-9682
Kathryn Lukes	Administrative Professional	801-825-7235
Brian Bloemen	Engineer	801-614-9630

2.3 Agency Contacts

Rachelle Blackham	Davis County Health Department	801-525-5107
Loren Allen	Davis County Health Department	801-525-5102
Chris Rozelle	Utah Trust Claims Manager	801-936-6400
Constitution State Services (file a claim)		800-243-2490
Utah Division of Water Quality	Environmental Incidents	801-536-4123
Utah Division of Water Quality	General Office	801-536-4300
Utah Division of Water Quality	Wireless	801-231-1769
Utah Division of Environmental Response & Remediation		801-536-4123

2.4 Description of Roles and Responsibilities

The following positions have the described responsibility for implementation and management of the specific measures as described in the SWMP.

Public Works Director

This individual is responsible for overall management of the storm water collection system. Responsibilities include working with governance to assure sufficient budget is allocated to implement the SWMP, maintenance

of the SWMP documentation, development of a capital improvement program and general supervision of all public works staff.

Environmental Superintendent

This individual is responsible for daily implementation of the SWMP. This includes maintenance activities, compliance with the General Permit requirements, and monitoring and measurement reporting requirements.

Environmental Maintenance Worker

This individual is responsible in assisting the Environmental Superintendent with maintenance activities, compliance with SWMP requirements, and monitoring and measurement reporting requirements.

Administrative Professional

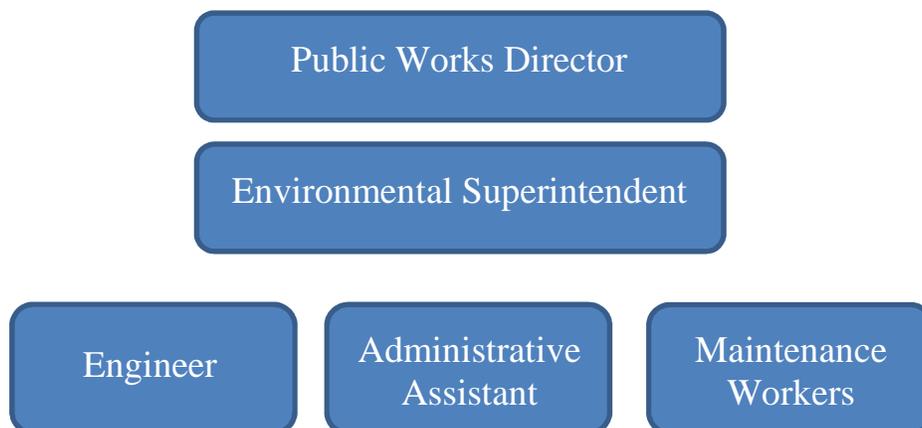
This individual is responsible for receiving emergency notifications and making notifications to necessary individuals and agencies. This individual also assists with recordkeeping of the SWMP and well as reporting annually and as needed.

Engineer

This individual is responsible for the development and maintenance of collection system design standards, maintenance of collection system mapping and maintenance of the storm drain system model.

2.5 Organization Chart

Below is the organization chart associated with the SWMP.



3.0 Public Education and Outreach on Storm Water Impacts

3.1 Existing Program Elements

Public education is an essential part of the success of this SWMP. Reaching out to the public is achieved in many ways, such as: newsletter, website, social media, email, signs, printed material, public meetings, pre-development meetings, pre-construction meetings, staff meetings, surveys, volunteer service requests, and community events. Emergency situations may justify other means of public notification, such as: television, radio, and reverse phone notification. Typically our city will encourage the public annually (during the Utah Shake Out) to sign up for Code Red, which is an avenue that people can voluntarily sign up for emergency notifications occurring in their area. Utilizing these methods, the public becomes more aware of the ways to improve water quality in storm water.

3.2 Long-term Ongoing Processes

All of the requirements in this control measure have already been programmed and are an ongoing process. Some of the improvements have been the use of social media with the ever-growing ability to reach large audiences; also the increasing number of individuals signed up on Code Red.

3.3 Measurable Goals

One goal identified in this control measure includes creating a list of institutions, industrial, and commercial parties in the city in order to provide information to them on the prohibition of illicit discharges and improper waste disposal. This should be achieved by August 31, 2016. (Control Measure 1c, Permit 4.2.1.3).

Another goal is to develop a simple checklist of information that can be provided to Developers and their engineers and contractors. The information would involve developing a SWPPP with BMP's to reduce adverse impacts from storm water runoff generated from development. Many developers already have an understanding of SWPPP requirements. Therefore a short and simple checklist including resources for more information would more likely reach their attention. This could be emailed

or handed to them during the application process. The checklist should be created by Dec 31, 2016. (Control Measure 1d, Permit 4.2.1.4)

3.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, milestones, achievement method, frequency, and BMP's are included in the appendix.

4.0 Public Involvement / Participation

4.1 Existing Program Elements

Public participation is achieved with ordinances that have been in place to regulate storm water quality. The ordinance is the controlling document to comply with the general permit for discharges from small municipal separate storm sewer systems.

The Storm Water Management Program is made available to the public for review and input. Once drafted, it is placed in a packet presented to the city council. The contents of the packet are available on the city website. The city council reviews the document in a work session as well as in a regular business session. Both sessions allow the council as well as the public to provide input during a public hearing that is given proper public noticing according to state law.

Once the SWMP is adopted by resolution from the city council, it is posted to the city website throughout the life of the permit. Contact information is included in the SWMP document for interested parties having inquiries.

4.2 Long-term Ongoing Processes

All of the requirements in this control measure have already been programmed and are an ongoing process. Some of the improvements have been the ability to include more comprehensive information in the council packet, since they are all accessed electronically. This also improves the ability to share information to the public.

4.3 Measurable Goals

All of the goals have been achieved in this control measure.

4.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, milestones, achievement method, frequency, and BMP's are included in the appendix.

5.0 Illicit Discharge Detection and Elimination

5.1 Existing Program Elements

An IDDE program is in place to systematically find and eliminate sources of non-storm water discharges and to prevent illicit connections and discharges. This program is included in the appendix.

5.2 Long term Ongoing Processes

Maps of the storm system are updated annually with all new developments and modifications. Maps include the outfalls of the storm system that discharge into ditches that feed the Great Salt Lake.

Ordinance is in place to prohibit all non-storm water discharges including spills, illicit connections, illegal dumping, and sanitary sewer overflows. The ordinance includes enforcement for violations.

Priority areas likely to have illicit discharges include: Freeport Center and new construction. The Freeport Center is outside the city, but is an industrial area upstream of the city. The storm drain pipes downstream of the Freeport Center are checked annually for any potential threat of contamination in the storm drain. New Construction is checked for correct connection to utility laterals that are stubbed into the lot. This check is done as a part of the building inspection. It is accomplished by dye testing the pipes. A certificate of occupancy cannot be issued if this test fails.

Dry weather screening all outfalls is done once every five years. An inspection process and form is included in the appendix.

Standard Operating Procedures have been established for tracing the source of an illicit discharge, characterizing the potential threat of an illicit discharge, completing a spill report, and removing the discharge. These SOP's are found in the appendix.

Information is given to the public regarding the hazards associated with illicit discharges and improper disposal of waste, as well as collection facilities available for household hazardous waste. A hotline is available to the public for notification of spills and illicit discharges. The city website is also available and widely used by the public for "Fix-it Request", which initiates a work order for the maintenance crew.

A spill/dumping response plan and flowchart is included in the IDDE Program found in the appendix. All incidents are kept on file for review and tracking.

All employees are trained during orientation and annually regarding the IDDE program. The training includes: identification, investigation, termination, cleanup, and reporting of all illicit discharges. The training reviews spills, improper disposal, and illicit connections.

5.3 Measurable Goals

There are no goals for this control measure. All requirements are currently programmed.

5.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, milestones, achievement method, frequency, and BMP's are included in the appendix.

6.0 Construction Site Storm Water Runoff Control

6.1 Existing Program Elements

Storm water pollution reduction from construction sites is currently programmed as a part of this SWMP.

6.2 Long term ongoing processes

An ordinance is currently in place to reflect UPDES requirements for construction activities. Developers and contractors are made aware of the ordinance requirements during pre-construction meetings. All enforcement actions are documented and kept on file. An SOP is in place for pre-construction reviews of SWPPP's on construction projects. An SOP for construction site inspection is also in place. All SOP's are found in the Standard Operating Procedure manual.

All phases of construction are inspected monthly. Contractors are notified of the requirements to clean up the site and file a Notice of Termination with the State and the city. A deposit is returned after the site is completely cleaned up and temporary BMP's are removed. Priority construction sites are inspected bi-weekly. All inspections, re-inspections, and enforcements are tracked on inspection reports. Records are kept for five years.

A hotline is available to the public for notification of pollution concerns on construction sites. The public also has access to "Fix-it request" on the city website.

All staff having involvement in the SWMP are trained on an annual basis.

6.3 Measurable Goals

The ordinance is reviewed periodically to ensure that all permit requirements are being met. Items such as property access and enforcement strategies will be reviewed in the next ordinance update. (Control Measure 4c and 4d)

6.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, milestones, achievement method, frequency, and BMP's are included in the appendix.

7.0 Long-term Storm Water Management in New Development and Redevelopment

7.1 Existing Program Elements

Ordinance is in place that includes post-construction controls. The ordinance includes enforcement for violators, protects water quality, and aims to reduce pollutants to the storm drain system. The general plan describes a sensitive overlay zone to protect sensitive areas of the city.

7.2 Long term ongoing processes

At project close-out, a final warranty inspection is performed to ensure that the as-built infrastructure was constructed properly. Long term storm water management controls are checked during the final inspection.

All privately-owned detention basins are required to have a maintenance agreement in place. These basins are inspected once every five years by the city to ensure they are being maintained properly.

All staff having involvement in the SWMP are trained on an annual basis.

An inventory of all public and private detention basins are updated annually.

7.3 Measureable Goals

The ordinance is reviewed periodically to ensure that all permit requirements are being met. Items such as access on private property, enforcement strategies for repeat violators and storm water detention to the 90th percentile will be reviewed in the next ordinance update. (Control Measure 5b, 5g, and 5k)

Low Impact Development process will be considered with every development and discussed in pre-development meetings and with every engineering review. (Control Measure 5e)

A plan to retrofit existing infrastructure throughout the city in order to improve storm water quality will be performed. (Control Measure 5f)

Develop preferred design specifications to more effectively treat storm water for different types of development. (Control Measure 5i and 5j)

7.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, milestones, achievement method, frequency, and BMP's are included in the appendix.

8.0 Pollution Prevention and Good Housekeeping for Municipal Operations

8.1 Existing Program Elements

This program includes processes for all city-owned facilities regarding SOP's, pollution prevention BMP's, SWPPP's, and training.

8.2 Long term ongoing processes

Inventory of city-owned facilities and storm water controls are contained in this document in the maps appendix. The assessment of each facility indicates potential threat of contaminants from each site. High priority sites have been determined from the assessment. A SWPPP for each high-priority site is included on the map.

Visual inspections are performed weekly and comprehensive inspections are performed quarterly on each high-priority site. Points of storm water discharge are visually observed quarterly on each high priority site.

SOP's have been developed for city-owned facilities, material storage areas, parks and open space, vehicles and equipment, roads and parking lots, and storm water collection system.

8.3 Measurable Goals

Develop and implement a process to assess water quality impacts of all flood management structural controls. This will be done in conjunction with the retrofit plan. (Control Measure 6p)

8.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, milestones, achievement method, frequency, and BMP's are included in the appendix.

1.0 Appendix A: UPDES General Permit for Small MS4's

Current electronic version found here:

<http://www.deq.utah.gov/Permits/water/updes/stormwatermun.htm>

2.0 Appendix B: Ordinance 4.40 Illicit Discharge and Erosion Control

Current electronic version found here:

<http://www.codepublishing.com/UT/Syracuse/>

3.0 Appendix C: Resolution

RESOLUTION NO. R16-27

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING
THE ADOPTION OF THE 2016 STORM WATER MANAGEMENT
PROGRAM FOR SYRACUSE CITY, UTAH.**

WHEREAS, The State of Utah Department of Environmental Quality, Division of Water Quality requires Syracuse City to complete and adopt a Storm Water Management Program in compliance with the Utah Water Quality Act, Title 19, Chapter 5 UCA, providing authorization to discharge storm water under the Utah Pollutant Discharge Elimination System (UPDES) through the general permit for discharges from small municipal separate storm sewer systems; and

WHEREAS, the purpose of the Storm Water Management Program is to establish a plan to reduce the discharge of pollutants from the storm drain system, protect water quality, and satisfy the appropriate water quality requirements of the Utah Water Quality Act.

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

Section 1. That the City Council of Syracuse affirms that it has reviewed and accepted the 2016 Storm Water Management Program.

Section 2. This resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 14th DAY OF JUNE, 2016.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Terry Palmer, Mayor

4.0 Appendix D: Inter-local Agreement

**2016 INTERLOCAL COOPERATION AGREEMENT
BETWEEN DAVIS COUNTY CITIES AND
DAVIS COUNTY
FOR
UPDES GENERAL PERMIT**

THIS AGREEMENT (Agreement) is entered into this ____ day of _____, 2016, by and between the following parties: DAVIS COUNTY, a body corporate and politic of the State of Utah, and the following cities, each of which is a municipal corporation of the State of Utah: BOUNTIFUL, CENTERVILLE, CLEARFIELD, CLINTON, FARMINGTON, FRUIT HEIGHTS, KAYSVILLE, LAYTON, NORTH SALT LAKE, SOUTH WEBER, SUNSET, SYRACUSE, WEST BOUNTIFUL, WEST POINT and WOODS CROSS.

WITNESSETH:

WHEREAS, the parties are “public agencies” and are authorized by the *Utah Interlocal Cooperation Act*, §11-13-101, *et seq.*, *Utah Code Annotated*, to enter into agreements with each other for joint or cooperative action; and

WHEREAS, the Environmental Protection Agency (EPA) has published its “Final Rule” setting forth the National Pollutant Discharge Elimination System (NPDES) permit application rules and regulations for stormwater discharges to municipal separate storm sewer systems; and

WHEREAS, the State of Utah, through its Department of Environmental Quality, Division of Water Quality (DWQ), has statutory rulemaking authority and authority to issue pollutant discharge elimination system permits within the State of Utah pursuant to the rules and regulations of the Utah Pollutant Discharge Elimination System (UPDES); and

WHEREAS, the State of Utah has issued a General Permit for Discharges from Small Municipal Separate Storm Sewer Systems, Permit No. UTR 090000 (Permit), to each party of this Agreement, which Permit is incorporated herein by this reference; and

WHEREAS, the rules and regulations provide that more than one entity may jointly implement activities to comply with UPDES permit requirements under Section 4.3 of the General Permit for Discharges from Small Municipal Separate Storm Sewer Systems; and

WHEREAS, the parties are willing to jointly implement activities to fulfill a portion of the UPDES permit requirements; and

WHEREAS the parties desire to enter into this Agreement setting forth their present understanding as to their respective responsibilities with regard to their participation as permittees under their General Permit.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties agree as follows:

1. Compliance with Permit. As permittees, the parties agree to jointly implement and enforce within their own jurisdictions, their respective responsibilities for complying with the Permit requirements including but not limited to, those responsibilities and requirements set forth in Parts 4.0, 5.0, and 6.0 of the Permit.

2. Administration of Agreement. The administration of this Agreement shall be done by the public works directors of each party, or their official designee, constituting the Davis County Storm Water Coalition (Coalition). Each party will have one voting right. No separate legal entity is created by the terms of this Agreement.

3. Costs. The parties agree that each party shall be responsible to pay for those costs relating to their own stormwater systems, and that the parties shall reimburse each other for expenses incurred in providing services for each other as may be agreed by the parties concerning the various tasks and responsibilities required under the Permit

4. Joint Cooperation. As reasonably necessary, the parties agree to assist each other in providing and sharing information, drawings, plans, data, etc., which are required to comply

with the requirements set forth in the Permit. The specific activities that the parties agree to assist each other in are set forth as follows:

- a. Jointly purchase educational and training materials, as determined by the Coalition, for distribution to:
 - i. Residents
 - ii. Institutions, industrial and commercial facilities
 - iii. Developers and contractors (construction)
 - iv. Municipal Separate Storm Sewer System (MS4) owned or operated facilities
- b. Use the Coalition as a county-wide committee to:
 - i. Train personnel
 - ii. Create partnerships
 - iii. Obtain input and feedback from special interest groups
- c. Annually contribute updated storm drain system information for county-wide mapping purposes
- d. Jointly prepare and promote model ordinances, updates and standards that addresses:
 - i. Illicit discharges
 - ii. Construction site storm water runoff
 - iii. Long-term storm water management
- e. Jointly arrange for and provide education about hydrologic methods and criteria for selecting and sizing post-construction BMPs
- f. Jointly participate to develop draft Standard Operating Procedures
- g. Jointly evaluate, identify, target and provide educational materials and

outreach to address the reduction of water quality impacts associated with nitrogen and phosphorus in discharges

5. Term of Agreement. The parties agree that the duration of this Agreement shall commence upon entry and shall continue in effect for the term of the Permit (which expires at midnight, February 28, 2021) and for an additional 120 days from the effective date of the renewal of the Permit by the Division.

6. Property. In the event that any property is acquired by the parties jointly for the undertaking, and paid for by them, then it shall be divided as the parties' representatives shall agree, or if no agreement is reached, then it shall be divided according to their respective payments for property, or if it cannot be practically divided, then the property shall be sold and the proceeds divided according to the parties' proportionate share of the purchase of the item of property. If property is purchased at one party's sole expense in connection with this Agreement, then the property so purchased shall be and remain the property of the party which purchased it.

7. Entire Agreement. This Agreement embodies the entire agreement between the parties and it cannot be altered except in a written amendment which is signed by the parties.

8. Governmental Immunity. The parties recognize and acknowledge that each party is covered by the Utah Governmental Immunity Act, as set forth in *Utah Code Ann.* §§ 63G-7-101, *et seq.*, as amended, and nothing herein is intended to waive or modify any and all rights, defenses or provisions provided therein. Officers and employees performing services pursuant to this Agreement shall be deemed officers and employees of the party employing their services, even if performing functions outside of the territorial limits of such party and shall be deemed officers and employees of such party under the provisions of the Utah Governmental Immunity Act. Each party shall be responsible and shall defend the action of its own employees, negligent

or otherwise, performed pursuant to the provisions of this Agreement.

9. No Third Party Benefits. This Agreement is not intended to benefit any person or entity not named as a party hereto.

10. Severability. If any provision of this Agreement is determined by a court to be invalid or unenforceable, such determination shall not affect any other provision hereof, each of which shall be construed and enforced as if the invalid or unenforceable portion were not contained herein. Such invalidity or unenforceability shall not affect any valid and enforceable application thereof, and each such provision shall be deemed to be effective, operative and entered into in the manner and to the full extent permitted by applicable law.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the day and year first above written.

[Signature Pages to Follow]

**Approval of
Interlocal Cooperation Agreement
between Davis County and Davis County Cities
for UPDES General Permit**

Date_____

CITY OF SYRACUSE

By:_____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

5.0 Appendix E: BMP Maintenance Agreement

STORMWATER MANAGEMENT/BMP FACILITIES MAINTENANCE AGREEMENT

Syracuse, Utah

THIS AGREEMENT, made and entered into this ___ day of _____, 20 __, by and between (Owner) _____ hereinafter called the "Landowner", and Syracuse, Utah, hereinafter called "City". WITNESSETH, that WHEREAS, the Landowner is the owner of certain real property described as (Development Name/Parcel Identification Number) _____ as recorded by deed in the land records of Davis County, Utah, Deed Book _____ Page _____, hereinafter called the "Property". WHEREAS, the Landowner is proceeding to build on and develop the property; and WHEREAS, the Site Plan/Subdivision Plan known as _____, (Name of Plan/Development) hereinafter called the "Plan", which is expressly made a part hereof, as approved or to be approved by the City, provides for detention and/or Structural Best Management Practices (BMP) of stormwater within the confines of the property; and

WHEREAS, the City and the Landowner, its successors and assigns, including any homeowners association, agree that the health, safety, and welfare of the residents of Syracuse, Utah, require that on-site stormwater management/BMP facilities as constructed be maintained on the Property; and

WHEREAS, the City requires that on-site stormwater management/BMP facilities as constructed be adequately maintained by the Landowner, its successors and assigns, including any homeowners association.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The Landowner, its successors and assigns, including any homeowners association, shall adequately maintain the stormwater management/BMP facilities as constructed by approved design plans in accordance with current engineering standards. This includes all private pipes and channels built to convey stormwater to the facility, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as good working condition so that these facilities are performing their design functions.
2. The Landowner, its successors and assigns, shall inspect the stormwater management/BMP facility and submit an inspection report annually to the City. The purpose of the inspection is to assure safe and proper functioning of the facilities. The inspection shall cover the entire facilities, berms, outlet structure, pond areas, access roads, etc. Deficiencies and corrective actions shall be noted in the inspection report.
3. The Landowner, its successors and assigns, hereby grant permission to the City, its authorized agents and employees, to enter upon the Property and to inspect the stormwater management/BMP facilities whenever the City deems necessary. The purpose of inspection is to follow-up on reported deficiencies and/or to respond to citizen complaints. The City shall provide the Landowner, its successors and assigns, copies of the inspection findings and a directive to commence with the repairs, if necessary.
4. In the event the Landowner, its successors and assigns, fails to maintain the stormwater management/BMP facilities in good working condition acceptable to the City, the City may enter upon the Property and take whatever steps necessary to correct deficiencies identified in the inspection report and to charge the costs of such repairs to the Landowner, its successors and assigns. This provision shall not be construed to allow the City to erect any structure of permanent nature on the land of the Landowner outside of the easement for the stormwater management/BMP facilities. It is expressly understood and agreed that the City is under no obligation to routinely

maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the City.

5. The Landowner, its successors and assigns, will perform the work necessary to keep these facilities in good working order as appropriate. In the event a maintenance schedule for the stormwater management/BMP facilities (including sediment removal) is outlined on the approved plans, the schedule will be followed.

6. In the event the City pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Landowner, its successors and assigns, shall reimburse the City upon demand, within thirty (30) days of receipt thereof for all actual costs incurred by the City hereunder.

7. This Agreement imposes no liability of any kind whatsoever on the City and the Landowner agrees to hold the City harmless from any liability in the event the stormwater management/BMP facilities fail to operate properly.

8. This Agreement shall be recorded among the land records of Syracuse, Utah, and shall constitute a covenant running with the land, and shall be binding on the Landowner, its administrators, executors, assigns, heirs and any other successors in interests, including any homeowners association.

WITNESS the following signatures and seals:

Company/Corporation/Partnership Name (Seal)

By:

(Type Name)

(Type Title)

STATE OF _____

CITY OF _____

The foregoing Agreement was acknowledged before me this ____ day of _____, 20____, by

SYRACUSE, UTAH

By:

(Type Name)

(Type Title)

STATE OF UTAH

SYRACUSE

The foregoing Agreement was acknowledged before me this ____ day of _____, 20____, by

NOTARY PUBLIC
My Commission Expires: _____

NOTARY PUBLIC
My Commission Expires: _____

Approved as to Form:

City Attorney

Date

6.0 Appendix F: BMP Fact Sheets



Diversion dikes can be used to contain storm water onsite

DESCRIPTION:

Erosion and sediment control are generally two of the biggest problems on construction sites. Erosion control measures must be taken during a construction project. An Erosion Control Plan will be submitted and approved before work can begin on the project. An Erosion Control Plan describes what erosion control BMPs will be implemented, when and where, during the project. Erosion and sediment control measures should be installed before other construction activities begin.

APPROACH:

- Create a list of possible erosion control BMPs that could be implemented in any given project.
- Require submittal of erosion & sediment control plans for projects that are on 1 acre and larger sites.
- Develop a review checklist for plan review personnel.
- Provide the review checklist to contractors/developers so they know what is expected.
- Provide inspectors with a copy of the approved plans.
- Check to make sure erosion control measures are properly installed before beginning other construction activities.

INSPECTION:

- Document findings
- Keep records for five years.

LIMITATIONS:

- Must be enforced to be affective.
- Sometimes site conditions are different than planned on and the plans have to be modified.
- The erosion control measures have to be maintained.
- The BMPs have to be installed early on in the project.
- The BMPs have to be removed after the threat of erosion is no longer present.

APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training



DESCRIPTION:

Knowledge of standard operating procedures plays an important part in preventing storm water pollution. Many incidents that have contributed large amounts of pollution were caused because of lack of knowledge of proper procedures. Creating a readily available resource of information will help prevent such incidents from occurring.

APPROACH:

- Detailed description of all activities the department performs and possible pollutants associated with each.
- Detailed description of best management practices used to protect pollutants for each of the above mentioned activities.
- Follow the SOP.

APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices



SYRACUSE
EST. CITY 1935

TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
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- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training



APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices

DESCRIPTION:

Existing ordinances relating to storm water are reviewed for compliance. New ordinances are written to prohibit non-storm water discharges into the Municipal Separate Storm Sewer System (MS4), require proper erosion and sediment controls on construction sites, require the implementation of post-construction runoff controls, and to ensure proper planning/zoning protections.

APPROACH:

- Review existing storm drain ordinances for consistency and compliance with state and federal regulations and make improvements, if necessary. Ensure that no conflicts will occur with new ordinances that will be written and adopted.
- Write and adopt an ordinance that prohibits (to the extent allowable under State, Tribal, or local law) the discharge of non-storm water discharges into the MS4 with appropriate enforcement procedures and actions.
- Write and adopt an ordinance, with sanctions to ensure compliance, requiring the implementation of proper erosion and sediment controls, and controls for other wastes, on applicable construction sites.
- Write and adopt an ordinance requiring the implementation of post-construction runoff controls to the extent allowable under State, Tribal, or local law.
- Educate the public about the new ordinances.
- Enforce the new ordinances.

LIMITATIONS:

- Wording of ordinances is often difficult. It should be specific to serve the intended purpose, but not too specific to cause potential conflicts with other ordinances or situations.
- Once an ordinance is adopted, it can be difficult to modify ordinances to meet changing needs.
- Ordinances have to be enforced to be beneficial.
- Ordinances take time to change.



SYRACUSE
EST. CITY 1935

TARGETED POLLUTANTS

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- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training

- High
- Medium
- Low

Planning and Regulation: Mapping	PRMP
	<p style="text-align: center;">APPLICATIONS</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Manufacturing <input type="checkbox"/> Material Handling <input type="checkbox"/> Vehicle Maintenance <input checked="" type="checkbox"/> Construction <input checked="" type="checkbox"/> Commercial Activities <input type="checkbox"/> Roadways <input checked="" type="checkbox"/> Waste Containment <input type="checkbox"/> Housekeeping Practices
<p>DESCRIPTION: Develop an integrated storm water sewer system map that identifies existing piping, open cannels, storm drain outfalls, receiving water bodies and retention/detention basins.</p> <p>APPROACH:</p> <ul style="list-style-type: none"> ➤ Determine if effort will be out-sourced or completed in-house ➤ Compile existing drawings ➤ Gather drawings of new developments ➤ Convert drawings of new developments ➤ Identify any possible illegal discharges ➤ Use in determining possible causes of a pollution ➤ Require new developments to supply city with updated drainage maps to be integrated into the system. <p>LIMITATIONS:</p> <ul style="list-style-type: none"> ➤ Some additional surveying may need to be done on existing structures ➤ Training may be required to familiarize with software <p>MAINTENANCE:</p> <ul style="list-style-type: none"> ➤ Map will need to be updated constantly as new developments arise ➤ Checks and changes may be necessary as as-builds and differences are discovered ➤ Inspection 	<div style="text-align: center;">  </div> <p style="text-align: center;">TARGETED POLLUTANTS</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sediment <input checked="" type="checkbox"/> Nutrients <input checked="" type="checkbox"/> Heavy Metals <input checked="" type="checkbox"/> Toxic Materials <input checked="" type="checkbox"/> Oxygen Demanding Substances <input checked="" type="checkbox"/> Oil & Grease <input checked="" type="checkbox"/> Floatable Materials <input checked="" type="checkbox"/> Bacteria & Viruses <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> High Impact <input checked="" type="checkbox"/> Medium Impact <input type="checkbox"/> Low or Unknown Impact </div> <p style="text-align: center;">IMPLEMENTATION REQUIREMENTS</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Capital Costs <input type="checkbox"/> O&M Costs <input type="checkbox"/> Maintenance <input type="checkbox"/> Training



DESCRIPTION:

Low Impact Development (LID) is an innovative storm water management approach with a basic principle that is modeled after nature: manage rainfall at the source using uniformly distributed decentralized micro-scale controls.

APPROACH:

For new development or redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, the program shall include a process which requires the evaluation of a Low Impact Development (LID) approach which encourages the implementation of BMPs that infiltrate, evapo-transpire or harvest and use storm water from the site to protect water quality. Structural controls may include green infrastructure practices such as rainwater harvesting, rain gardens, permeable pavement, and vegetated swales. If an LID approach cannot be utilized, the Permittee must document an explanation of the reasons preventing this approach and the rationale for the chosen alternative controls on a case by case basis for each project.

RAINWATER HARVESTING

Since 2010, rainwater harvesting is legal in the State of Utah. Depending on the volume of rainwater collected and stored for beneficial use, the Permittee must meet the requirements of the Utah Division of Water Rights to harvest rainwater found on their website: <http://waterrights.utah.gov/forms/rainwater.asp>

LIMITATIONS:

- More time and effort will be required of the municipal staff to review new development plans.

APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices



TARGETED POLLUTANTS

- Sediment
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- Oxygen Demanding Substances
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- Floatable Materials
- Bacteria & Viruses

High Impact
 Medium Impact
 Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training



Used oil can be disposed of at a waste collection facility, where it will be collected and later sent to a recycling facility

APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices

DESCRIPTION:

Used motor oil is a hazardous waste because it contains heavy metals picked up from the engine during use. Since it is toxic to humans, wildlife, and plants, it should be disposed of at a local recycling or disposal facility.

APPROACH:

- When establishing oil recycling programs, municipalities should provide the public with the proper informational resources.
- The public can also call 1-800-RECYCLE or contact Earth's 911 at www.1800cleanup.org/ for more information.
- Municipalities also need to address oil filter recycling in their recycling programs.
- To make recycling motor oil more convenient for the do-it-yourselfers, oil recycling programs should be located throughout all communities.
- Two types of programs currently in use are drop-off locations and curbside collection. Drop-off locations include service stations, recycling centers, auto parts retail stores, quick lubes, and landfills.

LIMITATIONS:

- If oil is mixed with other substances or if storage containers have residues of other substances, this can contaminate oil and make it a hazardous waste.➤

MAINTENANCE:

- Costs for used motor oil recycling programs vary depending on whether a community has already established similar types of recycling programs.
- Major costs associated with oil recycling programs include advertisement costs and oil collection costs.



TARGETED POLLUTANTS

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- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training

- High
- Medium
- Low

Operation and Maintenance: Housekeeping Practices

OMHP



DESCRIPTION:

Promote efficient and safe housekeeping practices (storage, use, and cleanup) when handling potentially harmful materials such as fertilizers, pesticides, cleaning solutions, paint products, automotive products, and swimming pool chemicals.

APPROACH:

- Pattern a new program after the many established programs from municipalities around the country. Integrate this best management practice as much as possible with existing programs at your municipality.
- This BMP has two key audiences: municipal employees and the general public.
- For the general public, municipalities should establish a public education program that provides information on such items as storm water pollution and beneficial effects of proper disposal on water quality; reading product labels; safer alternative products; safe storage, handling, and disposal of hazardous products; list of local agencies; and emergency phone numbers. The programs listed below have provided this information through brochures or booklets that are available at a variety of locations including municipal offices, household hazardous waste collection events or facilities, and public information fairs.

Municipal facilities should develop controls on the application of pesticides, herbicides, and fertilizers in public right-of-ways and at municipal facilities.

Controls may include:

- List of approved pesticides and selected uses.
- Product and application information for users.
- Equipment use and maintenance procedures.
- Record keeping and public notice procedures.

LIMITATIONS:

There are no major limitations to this best management practice.

PROGRAM ELEMENTS

- New Development
- Residential
- Commercial Activities
- Industrial Activities
- Municipal Facilities
- Illegal Discharges



TARGETED POLLUTANTS

- Sediment
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- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Regulatory
- Training
- Staffing
- Administrative

- High
- Medium
- Low



APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices

DESCRIPTION:

Prevent or reduce the discharge of pollutants to storm water from hazardous waste through proper material use, waste disposal, and education

APPLICATION:

Many of the chemicals used on-site can be hazardous materials which become hazardous waste upon disposal. These wastes may include:

- Paints and solvents, petroleum products such as oils, fuels and greases, herbicides and pesticides, acids for cleaning masonry, and concrete curing compounds.

In addition, sites with existing structures may contain wastes which must be disposed of in accordance with federal, state and local regulations, including:

- Sandblasting grit mixed with lead, cadmium or chromium based paints, asbestos, and PCBs.

INSTALLATION/APPLICATION CRITERIA:

The following steps will help reduce stormwater pollution from hazardous wastes:

- Use all of the product before disposing of the container.
- Do not remove the original product label, it contains important safety and disposal information.
- Do not over-apply herbicides and pesticides. Prepare only the amount needed. Follow the recommended usage instructions. Over-application is expensive and environmentally harmful. Apply surface dressings in several smaller applications, as opposed to one large application, to allow time for infiltration and to avoid excess material being carried off-site by runoff. Do not apply these chemicals just before it rains. People applying pesticides must be certified in accordance with Federal and State regulations.
- Dispose of excess hazardous waste at an approved collection facility.

LIMITATIONS:

Hazardous waste that cannot be reused or recycled must be disposed of by a licensed hazardous waste hauler.

MAINTENANCE:

- Inspect hazardous waste receptacles and areas regularly.
- Arrange for regular hazardous waste collection.



TARGETED POLLUTANTS

- Sediment
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- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training

- High
- Medium
- Low



APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices

DESCRIPTION:

Outfall examination is an important aspect in ensuring that BMP's are functioning effectively. Monitoring the storm water on a regular basis will help to make sure that pollutants are being removed from the water before it enters the storm drain system.

APPROACH:

- Identify locations of storm water outfall from the system.
- Follow procedures outlined in SOP for dry weather screening.

LIMITATIONS:

- Availability of trained staff



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Staffing
- Training
- Administrative

- High
- Medium
- Low



APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices

DESCRIPTION:

Inspect and maintain all structural BMP's (both existing and new) on a routine basis to remove pollutants from entering storm drain inlets. This includes the establishment of a schedule for inspections and maintenance.

APPROACH:

Regular maintenance of all structural BMP's is necessary to ensure their proper functionality.

- Inspect as scheduled.
- Prioritize maintenance to clean, maintain, and repair or replace structures in areas beginning with the highest pollutant loading.
- Clean structural BMP's in high pollutant areas just before the wet season to remove sediments and debris accumulated during the summer and fall.
- Keep accurate logs of what structures were maintained and when they were maintained.

LIMITATIONS:

- Cost
- Availability of trained staff



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Staffing
- Training
- Administrative

- High
- Medium
- Low



APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices

DESCRIPTION:

Eliminate non-stormwater discharges to the stormwater collection system. Non-stormwater discharges may include: process wastewaters, cooling waters, wash waters, sanitary wastewater, and illegal dumping.

APPROACH:

- The following approaches may be used to identify non-stormwater discharges:
- Visual inspection: the easiest method is to inspect each discharge point during dry weather. Keep in mind that drainage from a storm event can continue for three days or more and groundwater may infiltrate the underground stormwater collection system.
 - Piping Schematic Review: The piping schematic is a map of pipes and drainage systems used to carry wastewater, cooling water, sanitary wastes, etc... A review of the "as-built" piping schematic is a way to determine if there are any connections to the stormwater collection system. Inspect the path of floor drains in older buildings.
 - Smoke Testing: Smoke testing of wastewater and stormwater collection systems is used to detect connections between the two systems. During dry weather the stormwater collection system is filled with smoke and then traced to sources. The appearance of smoke at the base of a toilet indicates that there may be a connection between the sanitary and the stormwater system.
 - Dye Testing: A dye test can be performed by simply releasing a dye into either the sanitary or process wastewater system and examining the discharge points from the stormwater collection system for discoloration.

LIMITATIONS:

- Many facilities do not have accurate, up-to-date schematic drawings.
- Video and visual inspections can identify illicit connections to the storm sewer, but further testing is sometimes required (e.g. dye, smoke) to identify sources.



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training

High
 Medium
 Low

Education and Training: Public Participation

ETPP



PROGRAM ELEMENTS

- New Development
- Residential
- Commercial Activities
- Industrial Activities
- Municipal Facilities
- Illegal Discharges

DESCRIPTION:

Public education/participation, like an ordinance or a piece of equipment, is not so much a best management practice as it is a method by which to implement BMPs. This information sheet highlights the importance of integrating elements of public education and participation into a municipality's overall plan for storm water quality management.

A public education and participation plan provides the municipality with a strategy for educating its employees, the public, and businesses about the importance of protecting storm water from improperly used, stored, and disposed of pollutants. Municipal employees must be trained, especially those that work in departments not directly related to storm water but whose actions affect storm water. Residents must become aware that a variety of hazardous products are used in the home and that their improper use and disposal can pollute storm water. Increased public awareness also facilitates public scrutiny of industrial and municipal activities and will likely increase public reporting of incidents.

APPROACH:

- Pattern a new program after the many established programs around the country.
- Implement public education/participation as a coordinated campaign in which each message is related to the last.
- Present a clear and consistent message and image to the public regarding how they contribute to storm water pollution and what they can do to reduce it.
- Utilize multi-media to reach the full range of audiences.
- Translate messages into the foreign languages of the community to reach the full spectrum of your populace and to avoid misinterpretation of messages.
- Create an awareness and identification with the local watershed.
- Use everyday language in all public pieces. Use outside reviewers to highlight and reduce the use of technical terminology, acronyms, and jargon.
- Make sure all statements have a sound, up-to-date technical basis. Do not contribute to the spread of misinformation.
- Break complicated subjects into smaller more simple concepts. Present these concepts to the public in a metered and organized way to avoid overloading and confusing the audience.

LIMITATIONS:

None



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Regulatory
- Training
- Staffing
- Administrative

- High
- Medium
- Low

Education and Training: Media Communication

ETMC



APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices

DESCRIPTION:

The media can be strong allies to a storm water pollution prevention campaign in educating the public about storm water issues. Through the media, a program can educate targeted or mass audiences about problems and solutions, build support for remediation and retrofit projects, or generate awareness and interest in storm water management. Best of all, packaging a storm water message as a news story is virtually free!

APPROACH:

- Newspapers and Magazines. Newspapers are powerful vehicles for delivering educational information, policy analyses, public notices, and other messages. Many displays at watershed seminars proudly post newspaper articles on the projects being presented in recognition of the importance and impact of newspaper coverage.
- Newspapers can be accessed in several ways. Depending on the message or event, the appropriate format might be a news release, news advisory, query letter, letter to the editor, or (for urgent, timely information) a news conference
- Magazines. Magazines, like newspapers, allow for greater length and analysis than television and provide the additional benefit of targeting specific audiences (e.g., landscapers, automobile mechanics, farmers, or recreationists).
- Radio. In spite of the popularity of video, radio remains a strong media contender due to its affordable production costs and creative possibilities. Further, commuters who drive to work spend much time in their vehicles.
- Television. Television is the primary source of news for the majority of the population, and local reporters are generally interested in covering environmental stories that pertain to their area. Issues will attract television coverage if they involve local people or issues, focus on unique or unusual attributes, affect many people throughout a region, involve controversy or strong emotions
- Internet Message. Increasingly, the Internet is becoming a powerful means of communication. It provides worldwide access to hundreds of thousands of sites containing millions of documents, chat rooms for special interest groups, and incredible database/mapping features.

LIMITATIONS:

- Working with the media is essentially free, but not always.



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training

- High
- Medium
- Low

Education and Training: Employee Training

ETET



DESCRIPTION:

Employee training, like equipment maintenance, is a method by which to implement BMPs. Employee training should be used in conjunction with all other BMPs as part of the facility's SWPPP.

The specific employee training aspects of each of the source controls are highlighted in the individual information sheets. The focus of this information sheet is more general, and includes the overall objectives and approach for assuring employee training in stormwater pollution prevention. Accordingly, the organization of this information sheet differs somewhat from the other information sheets in this chapter.

OBJECTIVES:

Employee training should be based on four objectives:

- < Promote a clear identification and understanding of the problem, including activities with the potential to pollute stormwater;
- < Identify solutions (BMPs);
- < Promote employee ownership of the problems and the solutions; and
- < Integrate employee feedback into training and BMP implementation.

APPROACH:

- < Integrate training regarding stormwater quality management with existing training programs that may be required for other regulations.
- < Employee training is a vital component of many of the individual source control BMPs included in this manual.

PROGRAM ELEMENTS

- : New Development
- : Residential
- : Commercial Activities
- : Industrial Activities
- : Municipal Facilities
- : Illegal Discharges



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Regulatory
- Training
- Staffing
- Administrative

- High
- Medium
- Low



classroomclipart.com
http://classroomclipart.com

DESCRIPTION:

Educational Materials to present information to the public on storm water issues and water quality awareness is an integral part of any storm water education program. Providing storm water education by sending out information with bills, newsletters, or presented at city activities, in city offices, schools, and fair booths, exposes the message to a wide variety of people, if not city-wide. Topics can include Water conservation, proper lawn and garden care, and proper disposal of hazardous household wastes. Many educational materials can be used for city personnel, contractors as well as homeowners or businesses.

APPROACH:

- Building a strong relationship with citizens is the most important step in getting storm water education city-wide.
- Educational materials can be tailored to all different age groups and technical background.
- Should make people aware of the potential impacts of hazardous household materials on water quality and inform residents of ways to properly store, handle, and dispose of the chemicals
- Water usage in the home can easily be reduced by 15 to 20 percent—without major discomfort—by implementing a program to conserve water in the home.
- Lawn and garden activities can result in contamination of storm water through pesticide, soil, and fertilizer runoff. Proper landscape management, however, can effectively reduce water use and contaminant runoff and enhance the aesthetics of a property.

LIMITATIONS:

- Not everyone will actually read or incorporate the information into their lives.
- Budgets need to have sufficient funds to obtain educational materials and their distribution.

MAINTENANCE:

- Programs and educational materials can be re-used, but they must be presented on a continual basis.

APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

<ul style="list-style-type: none"> ■ High Impact <input checked="" type="checkbox"/> Medium Impact <input type="checkbox"/> Low or Unknown Impact <p>IMPLEMENTATION REQUIREMENTS</p>
--

- Capital Costs
- O&M Costs
- Maintenance
- Training

<ul style="list-style-type: none"> ■ High <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Low
--

Education and Training: Community Hotline

ETCH



DESCRIPTION:

Because regulators and authorities cannot monitor all water bodies at once, they sometimes rely on the public to keep them informed of water polluters. Community hotlines provide a means for concerned citizens and agencies to contact the appropriate authority when they see water quality problems.

APPROACH:

- Once a city has determined that they need a hotline, they should choose between a telephone or an e-mail hotline.
- A party or agency responsible for maintaining the hotline and responding to incoming complaints must first be identified. The responsible party could be a division of local government, a water quality board, a public utility, or an environmental agency.
- All distributed materials should include pollution hotline numbers and information.
- Curbs should have pumping systems, instead of drainage systems, for collecting spilled materials.
- Generally, an investigation team promptly responds to a hotline call and, in most cases, visits the problem site.
- If a responsible party can be identified, the team informs the party of the problem, offers alternatives for future disposal, and instructs the party to resolve the problem.

LIMITATIONS:

- The community's ability to pay for it.
- The ability of the community to keep the hotline staffed.

MAINTENANCE:

- The most important part is the responsiveness of the hotline. If a citizen reports an illegal dumping but no action is taken by the appropriate authority, that citizen could lose faith in the hotline and might not call back with future information.

APPLICATIONS

- Manufacturing
- Material Handling
- Vehicle Maintenance
- Construction
- Commercial Activities
- Roadways
- Waste Containment
- Housekeeping Practices



TARGETED POLLUTANTS

- Sediment
- Nutrients
- Heavy Metals
- Toxic Materials
- Oxygen Demanding Substances
- Oil & Grease
- Floatable Materials
- Bacteria & Viruses

- High Impact
- Medium Impact
- Low or Unknown Impact

IMPLEMENTATION REQUIREMENTS

- Capital Costs
- O&M Costs
- Maintenance
- Training

- High Medium Low

7.0 Appendix G: BMP Schedule

Syracuse City Storm Water Management

Year _____

		January	February	March	April	May	June
Train & Mtg's		Train PW staff on SWMP req's (4n) (5n)			Train Parks and PW on WQ Impact (6r)	Community Service Day (1a)	
	Mapping / Inventory				Update database and map of spills (3n)	Update map of storm drain main and outfalls (3a)	Annual inspect 20% of all private Det. Basins (5m). Update inventory data (5o) (5p)
PI		Public Survey (1g)	Newsletter: Waste management / dumpsters(1b) (3j)	Newsletter: Clean gutters and SD inlets(1b) (3j)	Newsletter: onsite SW infiltration (1b) (3j)	Newsletter: swimming pool care (1b) (3j)	Newsletter: lawn care (1b) (3j); Businesses (1c)
		Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)
SWPPP Inspect		Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)
		Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)
		Quarterly comprehensive inspection of high- priority city owned property and site discharge (6f)(6g)			Quarterly comprehensive inspection of high- priority city owned property and site discharge (6f)(6g)	Annual field inspect priority areas of past violations (3d)	

Syracuse City Storm Water Management

Year _____

		July	August	September	October	November	December
Train & Mtg's		LID meeting with city planners and engineers (1f)	Train all employees on IDDE program (3j) (3o)			Train PW and Parks staff on Illicit Discharge & Waste Disposal (1e)	
	Mapping / Inventory	Update priority list of illicit discharges (3c)	Letter/brochures to schools, churches, ind, comm. illicit discharge & waste disposal (1c)(3j)	Annual inspect all city det. Basins (5m) Update inventory (5o) (5p)	Inventory city facilities (6a)		
PI		Newsletter: Vehicle repair and washing (1b) (3j)	Newsletter: parking lot sweeping (1b) (3j)	Newsletter: Building & Equip Maint. (1b) (3j)	Newsletter: Matl storage (1b) (3j)	Newsletter: Clean gutters and SD inlets (1b) (3j)	Newsletter: Salt & Deicing use (1b) (3j)
	SWPPP	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)	Pre-construction Meeting (4b)
Wk Inspct	Inspect	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)	Monthly inspect all construction sites (4l) Priority sites 2/mo (4k)
		Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)	Weekly visual inspection of high-priority city owned property (6e)
Qtr Insp.		Quarterly comprehensive inspection of high- priority city owned property and site discharge (6f)(6g)	Dry weather screen all outfalls for illicit discharge (3e)	Annual MS4 Report	Quarterly comprehensive inspection of high- priority city owned property and site discharge (6f)(6g)		

8.0 Appendix H: Storm Water Activity Permit



Permit No. _____

STORM WATER ACTIVITY PERMIT APPLICATION AND AGREEMENT

INDICATE RESPONSIBLE PARTY: OWNER, DEVELOPER, CONTRACTOR, CONSULTANT, OTHER

NAME OF APPLICANT: _____ CONTACT: _____
 ADDRESS OF APPLICANT: _____ TELEPHONE NO.: _____
 EMAIL ADDRESS: _____ FAX NO.: _____
 JOB LOCATION(S): _____ PROJECT: _____
 UPDES PERMIT#: _____ START DATE: _____ EXPIRATION DATE: _____
 WORK TO BE PERFORMED: _____
 TOTAL LAND AREA DISTURBED (ACRES): _____ PRECONSTRUCTION DATE: _____

NOTE: FURNISH MAP OR SKETCH SHOWING STORM WATER POLLUTION PREVENTION PLAN (SWPPP). THE SWPPP SHALL BE AVAILABLE ON THE PROJECT SITE DURING THE ENTIRE DURATION OF CONSTRUCTION.

This permit shall be required for all developments one acre and larger

GENERAL INFORMATION

1. A Notice of Intent (NOI) shall be filed with the State Department of Environmental Quality (DEQ).
2. Property corners or disturbance limits must be clearly marked before construction begins.
3. Applicant shall maintain all storm water management control measures according to the UPDES Construction General Permit, SWPPP, and Syracuse City ordinances.
4. Pursuant to Syracuse Municipal Code Title IV, failure to comply with SWPPP requirements, the UPDES Permit or any City Code may result in fines and/or citations.
5. In consideration for the granting of this Permit by the City, the applicant hereby guarantees: To perform the work applied for in a professional manner and in conformity with ordinances of Syracuse City and to hold harmless Syracuse City, its officers, agents and employees from any and all costs, damages and liabilities which may accrue or be claimed to accrue by reason of any work performed under a permit issued pursuant to this application.
6. This permit is not transferable or assignable. Transfer of responsibility may occur only with the filing of another permit. The applicant is responsible for the performance and requirements of the work under this permit.
7. Extensions for excess time must be requested by the applicant prior to the Notice of Termination (NOT).
8. A Notice of Termination (NOT) shall be filed with both Syracuse City and the State DEQ.

Contractors and/or developers will submit documentation on how long term BMP's were selected, pollutant removal expected from the BMP and technical basis supporting performance claims.

THIS PERMIT SHALL BE ISSUED ON THE START DATE AND EXPIRES ON THE COMPLETION DATE INDICATED ON THIS APPLICATION. FINES SHALL BE ASSESSED AFTER THE NOTICE OF TERMINATION (NOT) AT \$100 PER OCCURRENCE OF INCOMPLETE BMP'S. FINES SHALL BE TAKEN FROM THE DEPOSIT WITH A REMAINING BALANCE (IF ANY) RETURNED TO THE APPLICANT AFTER THE FINAL SWPPP INSPECTION.

_____ *Print Name*

_____ *Signature of Applicant*

_____ *Date*

OFFICIAL CITY USE ONLY

PROCESSED BY: _____	DATE: _____	Administrative Fee: \$50.00	Deposit \$1000.00
Method of Payment: _____	Waived: _____	Receipt #: _____	
NOT Filed w/State: _____	Non-Compliance Fees: \$ _____	Remaining Balance \$ _____	
Comments: _____			

STORM WATER ACTIVITY PERMIT NOTICE OF TERMINATION - This section shall be completed after PERMANENT stabilization of site.

I certify that I have met the requirements of the SWPPP including re-vegetation and stabilization and all other requirements of this permit in accordance with Syracuse City Title IV. I also certify that the NOT has been filed on the State website for this project.

_____ *Print Name*

_____ *Signature*

_____ *Date*

Acceptance on the part of Syracuse City of the Notice of Termination of this Storm Water Activity Permit does not imply acceptance in whole or in part of other public improvements for this site.

_____ *Syracuse City Acceptance of NOT*

_____ *Date*

Confirmed BMP's Removed: _____

DEVELOPMENT OF SWPPP

The development stage comprises the collection of construction site information, assessment of that information to determine best management practices and procedures, and compilation of the SWPPP.

COLLECT SITE INFORMATION Several pieces of information should be collected before a Storm Water Pollution Prevention Plan can be prepared. This information will provide the technical basis for selection of erosion and sedimentation control BMPs and post construction BMPs. A significant amount of this data must be included in the SWPPP, as specified by the UPDES permit. It is suggested that the following items be collected.

Existing Conditions Map - Obtain a topographic site map of the proposed construction area. The map should indicate the existing land use of the site as well as the location of surface waters on or near the site boundaries.

Soils Information - Collect soil information about the site. This information can generally be obtained from the National Resources Conservation Service (NRCS). In some cases, soil sampling may need to be conducted. This information will typically identify soil constraints, design criteria, and slope stability.

Runoff Water Quality - Where possible, obtain stormwater quality data from runoff collected at or near the proposed construction site.

Name of Receiving Water - Identify the receiving water(s) which ultimately collect runoff from your site.

Rainfall Data - Determine the amount of rainfall you anticipate in your design of stormwater management measures.

Measure Site Area - The UPDES stormwater permit requires an estimate of the total area of

the site and the total area of the site that is expected to be disturbed by excavation, grading, or other activities. The area of the site can usually be found on the deed of sale for the property, the record plat, or site survey. The amount of area to be disturbed will generally need to be estimated based upon contractor knowledge of the construction project.

Determine the Runoff Coefficient - The runoff coefficient is the partial amount of the total rainfall which will become runoff. It provides an estimate of the development's impact on runoff after construction is complete. Consult design guides to obtain average runoff coefficient values for the specific land uses at the site.

DEVELOP SITE PLAN The site plan will be developed based on information obtained during site collection and assessment and on objectives of the proposed construction project. Several pollution prevention principles should be considered when developing a site plan for the project. They are:

- Disturb the smallest vegetated area possible;
- Keep the amount of cut and fill to a minimum; and
- Limit impacts to sensitive areas such as:
 - Steep and/or unstable slopes,
 - Surface waters, and wetlands,
 - Areas with erodible soils,
 - Existing drainage channels.

Once the preliminary design is developed, a narrative description of the nature of the construction activity should be prepared and

included in the SWPPP. The narrative should include: a brief description of the project, a sequence of major soil disturbing activities involved in the project, and the approximate project duration.

SELECT BEST MANAGEMENT PRACTICES At this stage, it should be possible to identify Best Management Practices (BMPs) to be used during the construction activities. BMPs for erosion and sediment control are employed to limit the amount and rate of erosion and to capture the transported sediment before it has the opportunity to enter a storm water collection system or water course. The selection of BMPs is site-specific with regard to activity, topography, soil conditions, and storm water facilities. After selection of controls, make a list of each control that you plan to use on the site. Include in this list a description of each control, its purpose, and why it is appropriate in this location.

PREPARE POLLUTION PREVENTION SITE MAP

The owner and/or designer should prepare a site map of the proposed construction area. The map should be of sufficient scale to clearly show on-site features. Additionally, the following features should be delineated:

- Area of soil disturbance;
- Drainage patterns;
- Approximate slopes after major grading;
- Location of structural and nonstructural controls;
- Location of areas where stabilization practices are planned;
- Areas of cut and fill;
- Surface waters (including wetlands);
- Locations where storm water is discharged to a surface water; and

- The name of the receiving water(s) and the ultimate receiving water(s).

PREPARE A MONITORING, INSPECTION, AND MAINTENANCE PLAN

The construction general permit requires that a monitoring, inspection, and maintenance plan be a component of the SWPPP. This portion of the SWPPP will identify procedures to ensure maintenance of control measures identified in the site plan remain in effective operating condition. To meet these objectives, the monitoring effort should have these elements:

- Site Inspection
- Record Keeping

Site Inspections Personnel, with knowledge of correct installation and working BMPs, shall inspect areas exposed to soil erosion in accordance with a set inspection schedule. The Utah General Permit requires that inspections occur during construction "...at least once every seven calendar days and within 24 hours of the end of a storm that is 0.5 inches or greater."

Record Keeping Records of all inspections, compliance certifications, and noncompliance reporting are to be retained for at least three years by the owner/developer. These inspection reports should include the following information:

- scope of the inspection;
- name and qualifications of personnel inspecting;
- incidents of non-compliance;
- certification that the facility is in compliance with the SWPPP and the State General Permit;
- signature of the inspector; and
- major observations regarding the implementation of controls.

SWPPP IMPLEMENTATION

The implementation stage occurs during the commencement of construction and consists of implementation BMPs, SWPPP review and modifications, and final stabilization of the site.

SUBMIT NOTICE OF INTENT The construction general permit requires that a Notice of Intent (NOI) be submitted to the Utah Division of Water Quality (UDWQ) prior to the start of construction. The NOI is a notification that a construction project is about to begin, the location of the project, the responsible parties, and a certification that a SWPPP has been prepared and will be followed. The owner of the construction project is responsible for submitting the NOI.

SUBMIT CITY PERMIT A Storm Water Activity Permit must be submitted to the city with all fees and deposit paid prior to the start of construction.

IMPLEMENT CONTROLS Construct or perform the controls which were selected for the SWPPP at the commencement of the construction project. The controls should be constructed or applied in accordance with standard specifications. If there are no specifications for a specific control measure, good engineering practices should be followed.

SWPPP REVIEW AND MODIFICATIONS During the course of construction, unanticipated changes may occur which affect the SWPPP, such as schedule changes, phasing changes, staging area modifications, off-site drainage impacts and repeated failures of designed controls. These changes must be made known to the UDWQ and the SWPPP revised accordingly. During the preparation and review of the modified SWPPP, construction may continue with temporary modifications to the erosion and sediment control BMPs. Revisions

to the SWPPP are also required when the properly installed systems are ineffective in the prevention of silt transport off of the site. This may be due to unforeseen site conditions or construction techniques which adversely affect the system as designed. Revisions to the SWPPP are also required if there is a new, deleted, or moved activity that could result in a significant amount of pollutants discharged in the storm water.

FINAL STABILIZATION As soon as practical after construction activities have been completed in a disturbed area, permanent stabilization (where not already implemented in the BMPs) should commence to prevent further erosion of soil from that area. All disturbed areas of a site (except those portions which are covered by pavement or a structure) should be finally stabilized once all construction activities are completed. Final stabilization is most often attained through seeding, mulching, and use of geotextiles or chemical stabilization methods.

NOTICE OF TERMINATION The Notice of Termination (NOT) is typically the final task required to comply with the requirements of an UPDES stormwater permit for a construction activity. The NOT communicates to the UDWQ that the construction activity has ceased and the area is stabilized.

9.0 Appendix I: IDDE Program

SYRACUSE CITY CORPORATION

Illicit Discharge Detection and Elimination Program

1.1 Purpose

This Illicit Discharge Detection and Elimination program is to systematically find and eliminate sources of non-storm water discharges from the storm drain system and to implement defined procedures to prevent illicit connections and discharges according to the minimum performance measures listed herein.

1.2 Maps

The storm drain system has been mapped. It is updated annually with new developments or modifications. It shows the location of all outfalls which all discharge into the same receiving waterbody, the Great Salt Lake. It also shows pipes and drain ditches.

1.3 Ordinance

Non-storm water discharges are prohibited in the ordinance 4.40 “Illicit Discharge and Erosion Control”. The ordinance includes spills, illicit connections, and illegal dumping. Enforcement and fines have been established for those in violation.

1.4 Detection

Procedures for detection of illicit discharges are the same across all land use types throughout the city. A majority of the city is residential most of which is relatively new infrastructure. Identified priority areas are indicated:

Priority Areas:

1. Industrial: One industrial area outside the city may have potential for illicit discharge is the Freeport Center. This area is upstream of the city’s storm water system. Potential discharges can be observed downstream in the city’s storm collection system during the monthly manhole inspections.
2. New Construction: All new construction is a priority to ensure that all underground utility laterals are connected properly prior to issuing a

certificate of occupancy. This inspection is a routine part of the building inspector's responsibility.

The city has an ongoing manhole inspection responsibility where manholes conditions are observed each month. These are documented on an inspection form for Spot Check Manholes.

Another method of detection involves smoke testing the mains by inducing sewer smoke fluid (light hydrocracked distillate) into manholes and observing all openings where points of discharge are checked.

Dye testing is another method the city uses to verify illicit connections. A dye tablet is dropped into various parts of the system to observe flow paths. Every new building must pass the dye test to ensure that all utility connections were made properly prior to getting a certificate of occupancy. These are documented on the building inspector's inspection form.

Spills, illicit connections, sanitary sewer overflows, and illegal dumping activities are detected by visual observation made by employees or by notification from general public. Procedures are followed as outlined in the Spill/dumping Response Procedure and Flowchart.

1.5 Dry weather screening

All outfall locations are screened during dry weather at least one time during the five-year permit term. An inspection form and checklist are included.

1.6 DWQ Notification

In any event that a discovery is made that a discharger may need a separate UPDES permit, notification to the State DEQ Division of Water Resources.

1.7 Standard Operating Procedures

SOP's have been developed for the following:

1. Tracing the source of an illicit discharge
2. Characterizing potential threat of illicit discharges found or reported
3. Ceasing or removing an illicit discharge

1.8 Public information

Information is provided to the public through several methods, such as: Newsletter, website, email, mail, social media, and community events. Employees receive information through trainings.

Facilities that accept household hazardous waste from the general public are identified on the website.

A hotline has been established for the general public to use to notify the city of any perceived or identified illicit discharge. All calls that come in are entered as a work order for the department to respond to.

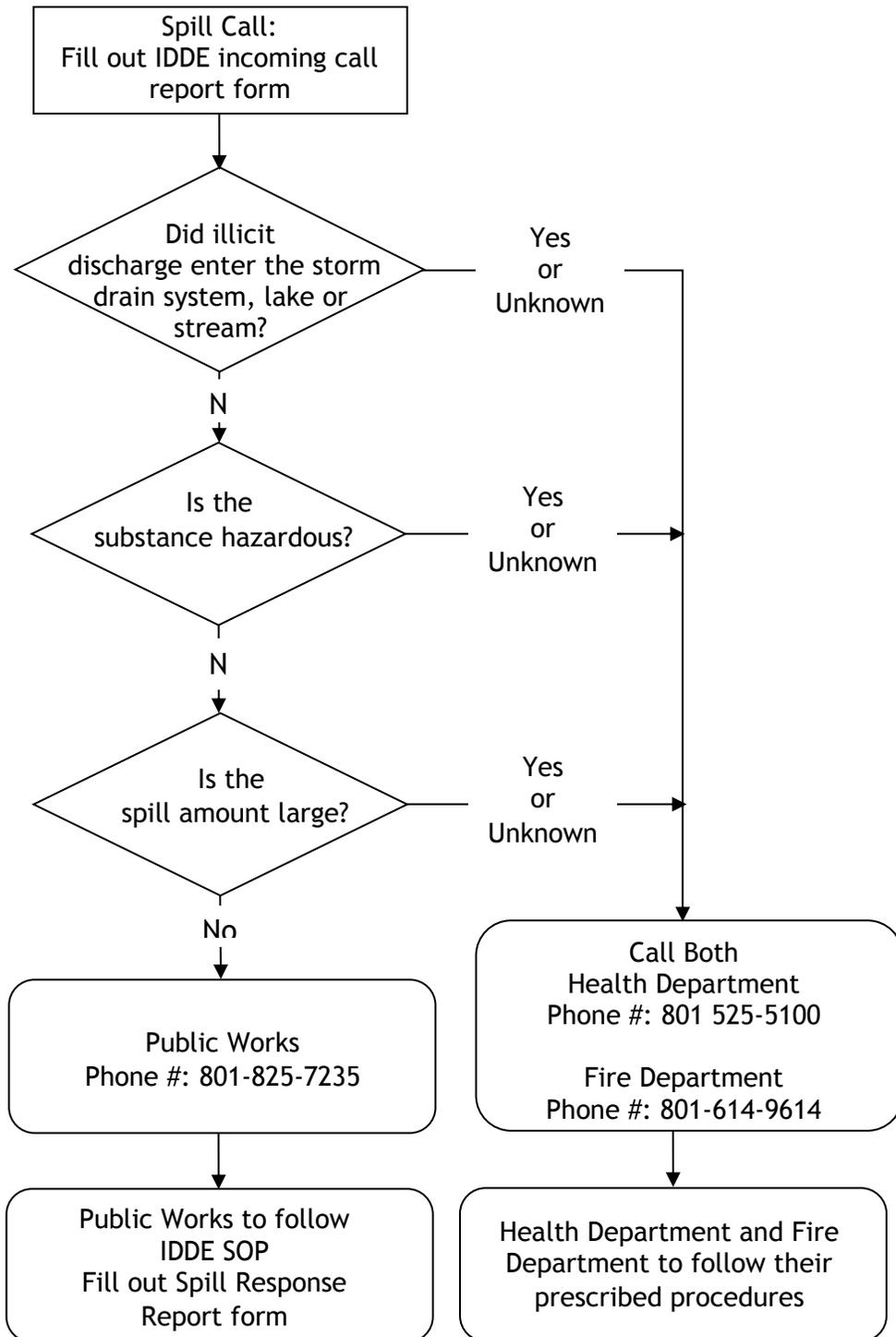
The general public has the ability to initiate work orders for areas of concern by using the city website. The link "Fix-it Request" allows the informer to input the location and concern as well as a date, phone, and email of the informer.

1.9 Spill/Dumping response procedure and flow chart

Response to informant providing information or concerns from a perceived or actual spill or illicit dumping will follow this procedure.

1. Call 911 if emergency assistance is needed.
2. Try to contain as much as possible as soon as possible until help arrives.
 - a. Use spill response kit stored at public works shop (next to fuel tank).
 - b. Use oil absorbent (stored in each city vehicle or in 35 gal containers in shop bay, south shop, fuel dispenser, or cemetery).
 - c. Use extra waddle bags (fill as needed with rock or sand).
3. Call the public works department environmental division at 801-825-7235.
 - a. City employee taking the phone call must fill out a work order and phone call the public works environmental division.
 - b. Responding public works employee must fill out Spill Response Report Form.

4. Call the health department at 801-525-5000, if an uncontrolled quantity of contaminants have entered a storm drain and is being conveyed.
5. Dispose of waste properly.



1.10 Program Evaluation

Procedures for the evaluation and assessment of the IDDE include maintaining a database and map of all IDDE events.

1.11 Employee Training

All staff is trained on an annual basis regarding the IDDE program. Public Works employees' orientation includes training in the IDDE program.

Syracuse City
Dry Weather Screening Checklist

Pre-inspection Items

- Map Outfalls
- Develop outfall inspection priority schedule
- Proper equipment
 - Clear sampling jar
 - Map showing location
 - Visual monitoring report form
 - Camera
 - GPS unit?

Inspection

- Check for dry weather discharge
- If discharge is present – pull sample
- Follow procedures on visual monitoring form
- If there is cause for concern move to inspection follow up procedures

Inspection Follow-Up Procedures

- Photo document findings
- Call health department and report findings 801-525-5107
- Trace discharge upstream by checking manholes – 1,000 foot intervals
- Find last manhole with any evidence of illicit discharge
- Look at surface improvements in the area to determine possible suspects
- If determination cannot be made from the surface investigations, then TV or smoke test line for unknown connections.



SYRACUSE CITY CODE VIOLATION FORM

Location of Violation: _____ Parcel ID: _____

Description of Violation: _____

Property Owner Names(s) and Address: _____

Complainant: _____ Address: _____

Phone No.: _____ Return Call: Yes No Date: _____ Employee: _____

Date: _____ Action Taken: _____

Further Action Needed: Yes No Follow-Up Date: _____ Action Taken: _____

Discharge/Spill Inspection Report

INFORMATION

Reported by _____ Date _____

Location of Discharge _____

Description of Discharge _____

Amount of Discharge (estimated) _____

Report Taken by REPORTED _____

INVESTIGATION INFORMATION

*Complete and attach **Field Sheet***

Date Investigation Began _____ Was Source of Discharge Found? Yes No

Any Discharge to Storm Drain? Yes No

Method(s) Used to Discover Source of Discharge _____

Agencies Discharge was Reported To: _____ Date: _____

_____ Date: _____

_____ Date: _____

ILLICIT DISCHARGE REMOVAL INFORMATION

Description of Actions Taken to Remove the Discharge _____

Has Illicit Discharge Been Eliminated? Yes Date _____

No

ENFORCEMENT INFORMATION

List Enforcement Action(s) Taken

Date: _____ Enforcement Action _____

Date: _____ Enforcement Action _____

Developer _____ Phone: _____

Responsible Contact _____ Phone: _____

Submittal Date _____ Reviewed Date _____ Reviewed by _____

References are given from both the Small MS4 General UPDES Permit (section 4.2) and the Construction General Permit (section 3.5).

I- SWPPP Document (4.2.4.3.1)

Site Description

- Nature of activity or project – 3.5.1.a

- Intended sequence of major soil disturbing activities – 3.5.1.b

- Total area of site, area to be disturbed – 3.5.1.c _____
- Runoff coefficient – 3.5.1.d
 - Pre-construction _____
 - Post-construction _____
- General location map – 3.5.1.e
 - Existing drainage patterns and slopes
 - Final drainage patterns and slopes
 - Construction boundaries
 - Existing vegetation description
 - Areas of soil disturbance
 - Areas of no soil disturbance
 - BMP locations
 - Off-site areas used for construction support (may be non-applicable)
 - Final stabilization treatment
 - Discharge locations
- Description and location of discharges associated with off-site facilities (portable asphalt or concrete plants, stockpile areas, etc...) – 3.5.1.f

- Name and location of receiving waters – 3.5.1.g _____
- Area and boundary of any associated wetlands (may be non-applicable) – 3.5.1.g

- Copy of the current General Permit for Construction Activities

Erosion and Sediment Controls - 3.5.2.a.1

- Control measures for each major soil disturbing activity
 - Activity _____
 - Control Measure to be used _____
 - Timing _____
 - Installation details
 - Anticipated maintenance requirements

Stabilization Practices – 3.5.2.a.2

- Site specific stabilization
 - Interim stabilization practices – including timing
 - Permanent stabilization practices – including timing

Structural Controls - 3.5.2.a.3

- Flow control
 - Description of flow diversion BMPs

 - Description of flow storage BMPs

 - If site is 10 acres or more – Sediment Basin required
 - Basin sized for 3,600 cf/acre or 10-yr 24 hour storm

Post-Construction BMPs – 3.5.2.b

- Description of how pollutants are controlled after construction. (ie. permanent detention or retention basins, flow attenuation swales, infiltration, combination of BMPs, etc.)

- Technical basis for selecting post-construction BMPs

- Velocity dissipation devices at discharge points (as necessary)

Other Controls – 3.5.2.c

- Waste Disposal – location and practices to control
- Off-Site Tracking – off-site tracking and dust control
- Septic, Waste and Sanitary Sewer Disposal – location and practices to control
- Vehicle/Equip. maintenance areas and controls.
- Exposure to construction materials – inventory, storage practices, locations, spill response, and practices to control
- Off-site support area controls (if applicable)

Maintenance – 3.5.3

- Maintenance requirements and schedules

- Maintenance Agreements

Non-Storm Water Discharges – 3.5.5

- Identify non-storm water discharges that may be associated with project (water used to clean or flush improvements, etc...)
-
- Describe measures to be taken to implement pollution prevention for non-storm water discharges
-

Inspections – 3.5.4

- Inspection requirements (at least once every 7 days – High Priority, or once every 14 days and within 24 hours after a storm of 0.5 inches or greater)
- Qualifications of the inspector
- Linear project inspection requirements (0.25 miles above and below each access point)
- Inspection report forms
 - Inspection date
 - Name, title and qualifications of inspector
 - Weather information since last inspection
 - Current weather information
 - Locations of pollutant discharges
 - Locations of BMPs needing maintenance
 - Locations of BMPs that aren't working
 - Locations where additional BMPs are needed

 - Any corrective actions that may be required, including changes that need to be made to the SWPPP – with implementation dates
- Requirements to keep records as part of SWPPP for at least 5 years

<h4>II- Water Quality Review (4.2.4.3.2)</h4>

- Urban Pollutants of Concern
 - Sediments
 - Nutrients (Phosphorus, Nitrogen...)
 - Metals
 - Hydrocarbons/oils
 - Pesticides
 - Chlorides
 - Trash and Debris
 - Bacteria
 - Organics matter
 - Others _____

- Consider options to include water quality aspects to this project.
- Identify any highly impacted areas.
- Identify and limit directly connected impervious areas (DCIA) on this project.
- Identify measures to minimize runoff.

III- Low Impact Development Design (4.2.4.3.3)

- Identify any low-impact development concepts and ideas that might work for this project.
Consider the following LID Techniques:
 - Bio-Retention Areas
 - Green Roof
 - Permeable Pavements
 - Rain Water Collection
 - Riparian Buffers
 - Green Street System
 - Non Structural

IV- Sensitive Areas (4.2.4.3.4)(3.5.2.d)

List any of the following within the proximity:

- Impaired water bodies
- High Quality Waters
- TMDL
- Wetlands
- Wildlife issues (Threatened & Endangered Species)
- Historic
- Priority Construction sites (7.36)
- Other _____

Any variance of Permit _____

Comments: _____

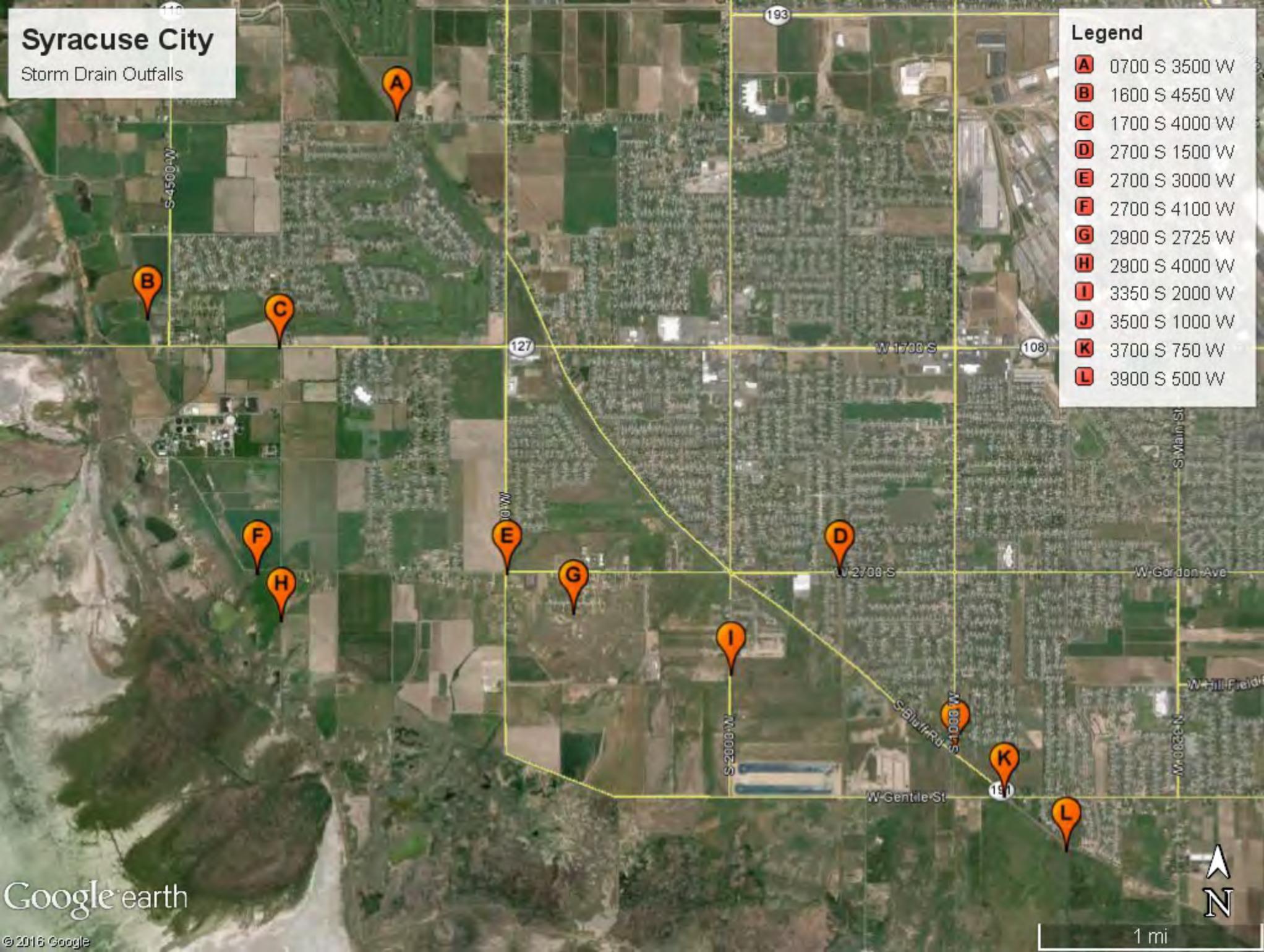
This document and attachments must be maintained by the MS4 for a period of five years or until construction is completed, whichever is longer. (4.2.4.3)

Syracuse City

Storm Drain Outfalls

Legend

- A** 0700 S 3500 W
- B** 1600 S 4550 W
- C** 1700 S 4000 W
- D** 2700 S 1500 W
- E** 2700 S 3000 W
- F** 2700 S 4100 W
- G** 2900 S 2725 W
- H** 2900 S 4000 W
- I** 3350 S 2000 W
- J** 3500 S 1000 W
- K** 3700 S 750 W
- L** 3900 S 500 W



Outfall Inspection

ID	Location	Pipe size and material	Observations
A	700 South 3500 West		
B	1600 South 4550 West		
C	1700 South 4000 West		
D	2700 South 1500 West		
E	2700 South 3000 West		
F	2700 South 4100 West		
G	2900 South 2725 West		
H	2900 South 4000 West		
I	3350 South 2000 West		
J	3500 South 1000 West		
K	3700 South 750 West		
L	3900 South 500 West		

Performed by:

Inspection Date:



Syracuse Environmental Complaint Questionnaire

Complainant:

Name: _____ **Date** _____ **Case Number:** _____

To the Screening Prosecutor: If box is checked, please attempt contact with the Environmental Superintendent when screening the case at the following cell phone number _____

Defendant(s)

- A. Name _____ DOB _____
Address _____
- B. Name _____ DOB _____
Address _____
- C. Name _____ DOB _____
Address _____

Requested Offense(s)

Defendant(s) (Check)

Need: Warrant Summons

- 1). **Crime** _____ **Ordinance Citation** _____
(Check one): Misdemeanor A _____ B _____ C _____ Infraction _____
- 2). **Crime** _____ **Ordinance Citation** _____
(Check one): Misdemeanor A _____ B _____ C _____ Infraction _____
- 3). **Crime** _____ **Ordinance Citation** _____
(Check one): Misdemeanor A _____ B _____ C _____ Infraction _____

Physical Evidence (Photos, cross connection, sample, etc.)

Description of Evidence

Present Location of Physical Evidence

Description of Evidence	Present Location of Physical Evidence
Comments: (Note any special circumstances)	

Witnesses:

Witness(s)	Agency	Phone #

Restitution Amount(s) _____

Payable To: _____

Victim(s)	DOB & Age	Address	Phone No
			H
			W
			C
			H
			W
			C
			H
			W
			C
			H
			W
			C

Witness(s)	DOB & Age	Address	Phone No
			H
			W
			C
			H
			W
			C
			H
			W
			C
			H
			W
			C
			H
			W
			C

DRY WEATHER SCREENING AND VISUAL STORM WATER DISCHARGE EXAMINATION REPORT

Date of Examination: _____ Permit No. UTR _____

Outfall location or ID number: _____

Nature of Discharge (i.e., runoff, land drain, irrigation or snowmelt) _____

Type of Monitoring:

<input type="checkbox"/> Dry Weather Screening Date of last Rainfall Event: _____	Wet Weather Screening (Quarterly Min.) <input type="checkbox"/> Rainfall Event Date of Rainfall Event: _____ Time of Event: _____ Precipitation: _____ <input type="checkbox"/> Unable to collect sample due to adverse conditions or inadequate runoff.
--	--

Visual Quality of Storm Water Discharge: (circle response)

At Time of Sampling:

Color: clear brown green rust other: _____

Odor: Yes / No

Clarity:

Floating Solids: Yes / No

Foam: Yes / No

After One Hour of Settling:

Settled Solids: Yes / No

Suspended Solids: Yes / No

Oil Sheen: Yes / No

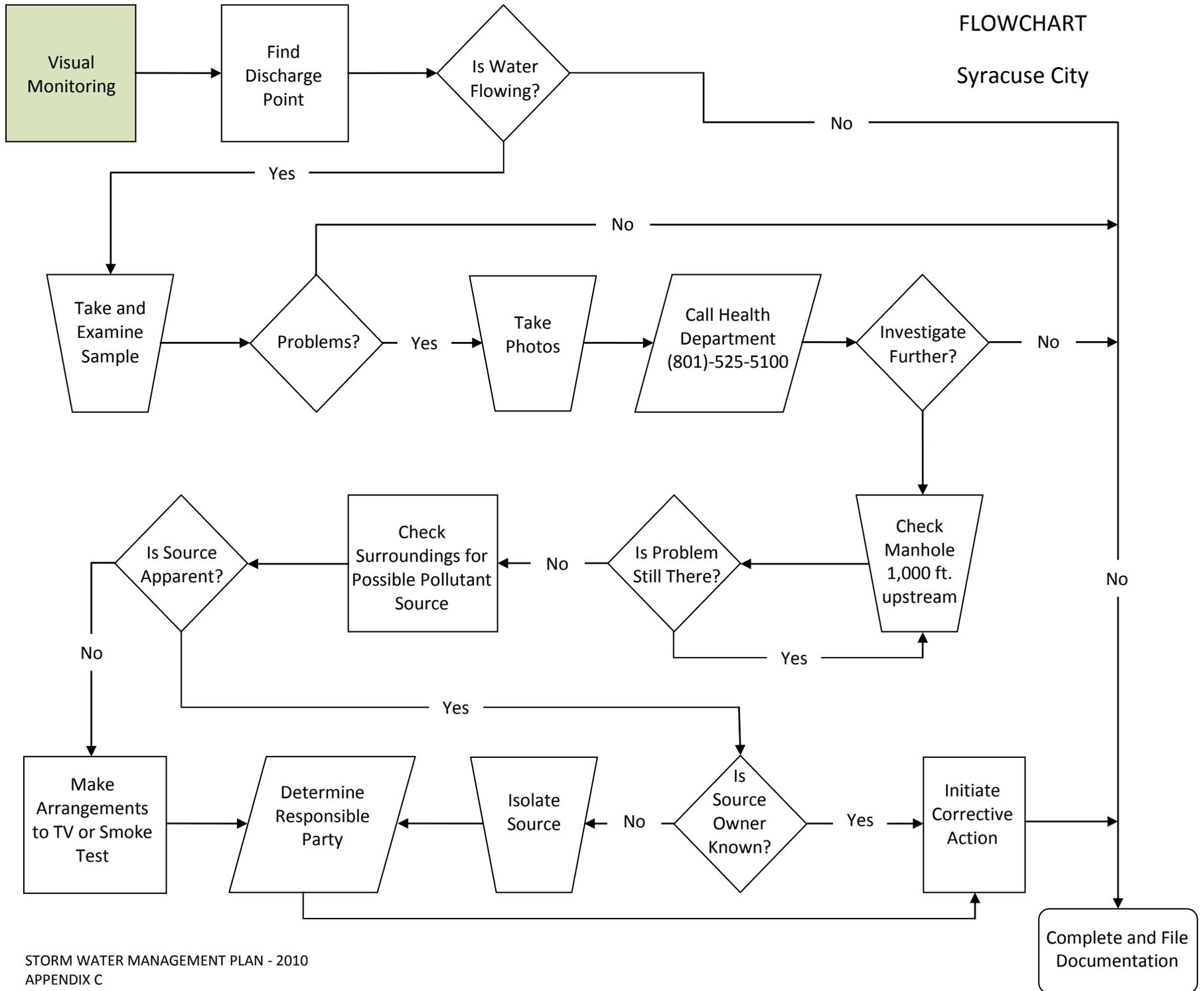
Other obvious indicators of storm water pollution: _____

Probable sources of any observed storm water contamination: _____

Name of Examiner _____ Title _____

Signature _____ Date _____

DRY WEATHER SCREENING
FLOWCHART
Syracuse City



10.0 Appendix J: Inspection Forms and Logs

QUARTERLY COMPREHENSIVE INSPECTIONS "High Priority" Facilities

Qualified personnel shall conduct site compliance evaluations at appropriate intervals specified in the plan.

Inspection Frequency: Quarterly

Date of Evaluation _____

Area Evaluated	Y/N	Mainten. Required Y/N	Comments
High Priority Facility	-	-	
Evidence of Spills?			List Pollutants:
If spill was it cleaned up?			
Any identified deficiencies?			
Waste Storage Areas			
Dumpsters			
Vehicle & Equipment maintenance areas			
Vehicle & Equipment fueling areas			
Material handling areas			
Pollutant generating areas			

This report shall be made and retained as part of the Storm Water Pollution Prevention Plan

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name of Examiner _____ Title _____

Signature _____ Date _____

Utah Pollutant Discharge Elimination System Storm Water Program

Small MS4 Report Form

The purpose of this report is to contribute information to an evaluation of the UPDES small municipal separate storm sewer system (MS4) permit program. Consistent with 40 CFR §122.37 the Utah Department of Environmental Quality is assessing the status of the storm water program. A “no” answer to a question does not necessarily mean noncompliance with your permit or with the federal regulations. In order to establish the range of variability in the program it is necessary to ask questions along a fairly broad performance continuum.

1. MS4 Information

Name of MS4 _____

Name of Contact Person (First) _____ (Last) _____ (Title) _____

Telephone (including area code) _____ Email _____

Mailing Address _____

City _____ State _____ ZIP code _____

What size population does your MS4 serve? _____ UPDES number _____

What is the reporting period for this report? (mm/dd/yyyy) From _____ to _____

2. Water Quality Priorities

- A. Does your MS4 discharge to waters listed as impaired on a state 303(d) list? Yes No
- B. If yes, identify each impaired water, the impairment, whether a TMDL has been approved by EPA for each, and whether the TMDL assigns a wasteload allocation to your MS4. Use a new line for each impairment, and attach additional pages as necessary.

Impaired Water	Impairment	Approved TMDL		TMDL assigns WLA to MS4	
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

- C. What specific sources contributing to the impairment(s) are you targeting in your storm water program?

- D. Do you discharge to any high-quality waters (e.g., Tier 2, Tier 3, outstanding natural resource waters, or other state or federal designation)? Yes No
- E. Are you implementing additional specific provisions to ensure their continued integrity? Yes No

3. Public Education and Public Participation

- A. Is your public education program targeting specific pollutants and sources of those pollutants? Yes No
- B. If yes, what are the specific sources and/or pollutants addressed by your public education program?

- C. Note specific successful outcome(s) (e.g., quantified reduction in fertilizer use; NOT tasks, events, publications) fully or partially attributable to your public education program during this reporting period.

- D. Do you have an advisory committee or other body comprised of the public and other stakeholders that provides regular input on your storm water program? Yes No
- E. Do you belong to a storm water coalition or other advisory committee? If yes, describe: Yes No

4. Construction

- A. Do you have an ordinance or other regulatory mechanism stipulating:
- | | | |
|--|------------------------------|-----------------------------|
| Erosion and sediment control requirements? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Other construction waste control requirements? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Requirement to submit construction plans for review? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| MS4 enforcement authority? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
- B. Do you have written procedures for:
- | | | |
|-------------------------------|------------------------------|-----------------------------|
| Reviewing construction plans? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Performing inspections? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Responding to violations? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
- C. What is the threshold for construction storm water plan review (e.g., all projects, projects disturbing greater than one acre, etc.)? _____
- D. Identify the number of active construction sites \geq 1 acre in operation in your jurisdiction at any time during the reporting period. _____
- E. How many of the sites identified in 4.D did you inspect during this reporting period? _____
- F. Identify the number of active construction sites $<$ 1 acre in operation in your jurisdiction at any time during the reporting period. _____
- G. How many of the sites identified in 4.F did you inspect during this reporting period? _____
- H. Describe, on average, the frequency with which your program conducts construction site inspections.

- I. Do you prioritize certain construction sites for more frequent inspections? Yes No
If Yes, based on what criteria? _____
- J. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:
- | | | | |
|------------------------------|-----------------------|---------|---------------------------------------|
| <input type="checkbox"/> Yes | Notice of violation | # _____ | No Authority <input type="checkbox"/> |
| <input type="checkbox"/> Yes | Administrative fines | # _____ | No Authority <input type="checkbox"/> |
| <input type="checkbox"/> Yes | Stop Work Orders | # _____ | No Authority <input type="checkbox"/> |
| <input type="checkbox"/> Yes | Civil penalties | # _____ | No Authority <input type="checkbox"/> |
| <input type="checkbox"/> Yes | Criminal actions | # _____ | No Authority <input type="checkbox"/> |
| <input type="checkbox"/> Yes | Administrative orders | # _____ | No Authority <input type="checkbox"/> |
| <input type="checkbox"/> Yes | Other _____ | # _____ | |

- K. Do you use an electronic tool (e.g., GIS, data base, spreadsheet) to track the locations, inspection results, and enforcement actions of active construction sites in your jurisdiction? Yes No
- L. What are the 3 most common types of violations documented during this reporting period?

M. How often do municipal employees receive training on the construction program? _____

5. Illicit Discharge Elimination

- A. Have you completed a map of all outfalls and receiving waters of your storm sewer system? Yes No
- B. Have you completed a map of all storm drain pipes and other conveyances in the storm sewer system? Yes No

C. Identify the number of outfalls in your storm sewer system. _____

D. Identify the number of Class V injection wells in your jurisdiction. _____

E. Do you have documented procedures, including frequency, for screening outfalls? Yes No

F. Of the outfalls identified in 5.C, how many were screened for dry weather discharges during this reporting period?

G. Of the outfalls identified in 5.C, how many have been screened for dry weather discharges at any time since you obtained MS4 permit coverage? _____

H. What is your frequency for screening outfalls for illicit discharges? Describe any variation based on size/type.

I. Do you have an ordinance or other regulatory mechanism that effectively prohibits illicit discharges? Yes No

J. Do you have documented procedures for tracing and removing an illegal discharge? Yes No

K. Do you have an ordinance or other regulatory mechanism that provides authority for you to take enforcement action and/or recover costs for addressing illicit discharges? Yes No

L. During this reporting period, how many illicit discharges/illegal connections have you discovered? _____

M. Of those illicit discharges/illegal connections that have been discovered or reported, how many have been eliminated?

N. Identify which of the following types of enforcement actions you used during the reporting period for illicit discharges, indicate the number of actions, or note those for which you do not have authority:

- Yes Notice of violation # _____ No Authority
- Yes Administrative fines # _____ No Authority
- Yes Stop Work Orders # _____ No Authority
- Yes Civil penalties # _____ No Authority
- Yes Criminal actions # _____ No Authority
- Yes Administrative orders # _____ No Authority
- Yes Other _____ # _____

O. How often do municipal employees receive training on the illicit discharge program? _____

6. Storm Water Management for Municipal Operations

- A. Have storm water pollution prevention plans (or an equivalent plan) been developed for:
- | | | |
|--|------------------------------|-----------------------------|
| All public parks, ball fields, other recreational facilities and other open spaces | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| All municipal construction activities, including those disturbing less than 1 acre | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| All municipal turf grass/landscape management activities | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| All municipal vehicle fueling, operation and maintenance activities | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| All municipal maintenance yards | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| All municipal waste handling and disposal areas | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
- Other _____
- B. Are storm water inspections conducted at these facilities? Yes No
- C. If Yes, at what frequency are inspections conducted? _____
- D. List activities for which operating procedures or management practices specific to storm water management have been developed (e.g., road repairs, catch basin cleaning).

- E. Do you prioritize certain municipal activities and/or facilities for more frequent inspection? Yes No
- F. If Yes, which activities and/or facilities receive most frequent inspections? _____
- G. How are you disposing of catch basin decant water and solid material?

- H. Are municipal vehicles washed into an approved wastewater disposal system? Yes No
- I. Do all municipal employees and contractors overseeing planning and implementation of storm water-related activities receive comprehensive training on storm water management? Yes No
- J. If yes, do you also provide regular updates and refreshers? Yes No
- K. If so, how frequently and/or under what circumstances? _____

7. Long-term (Post-Construction) Storm Water Measures

- A. Do you have an ordinance or other regulatory mechanism to require:
- | | | |
|---|------------------------------|-----------------------------|
| Site plan reviews for storm water/water quality of all new and re-development projects? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Long-term operation and maintenance of storm water management controls? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Retrofitting to incorporate long-term storm water management controls? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
- B. If you have retrofit requirements, what are the circumstances/criteria?

- C. What are your criteria for determining which new/re-development storm water plans you will review (e.g., all projects, projects disturbing greater than one acre, etc.) _____
- D. Do you require water quality or quantity design standards or performance standards, either directly or by reference to a state or other standard, be met for new development and re-development? Yes No
- E. Do these performance or design standards require that pre-development hydrology be met for:
- | | | |
|----------------------|------------------------------|-----------------------------|
| Flow volumes | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Peak discharge rates | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Discharge frequency | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Flow duration | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

- F. Please provide the URL/reference where all post-construction storm water management standards can be found.

- G. How many development and redevelopment project plans were reviewed during the reporting period to assess impacts to water quality and receiving stream protection? _____
- H. How many of the plans identified in 7.G were approved? _____
- I. How many privately owned permanent storm water management practices/facilities were inspected during the reporting period? _____
- J. How many of the practices/facilities identified in I were found to have inadequate maintenance? _____
- K. How long do you give operators to remedy any operation and maintenance deficiencies identified during inspections?

- L. Do you have authority to take enforcement action for failure to properly operate and maintain storm water practices/facilities? Yes No
- M. How many formal enforcement actions (i.e., more than a verbal or written warning) were taken for failure to adequately operate and/or maintain storm water management practices? _____
- N. Do you use an electronic tool (e.g., GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? Yes No
- O. Do all municipal departments and/or staff (as relevant) have access to this tracking system? Yes No
- P. How often do municipal employees receive training on the post-construction program? _____

8. Program Resources

- A. What was the annual expenditure to implement MS4 permit requirements this reporting period? _____
- B. What is next year's budget for implementing the requirements of your MS4 NPDES permit? _____
- C. This year what is/are your source(s) of funding for the storm water program, and annual revenue (amount or percentage) derived from each?

Source: _____	Amount \$ _____	OR % _____
Source: _____	Amount \$ _____	OR % _____
Source: _____	Amount \$ _____	OR % _____
- D. How many FTEs does your municipality devote to the storm water program (specifically for implementing the storm water program; not municipal employees with other primary responsibilities)? _____
- E. Do you share program implementation responsibilities with any other entities? Yes No

Entity	Activity/Task/Responsibility	Your Oversight/Accountability Mechanism
_____	_____	_____
_____	_____	_____
_____	_____	_____

9. Evaluating/Measuring Progress

A. What indicators do you use to evaluate the overall effectiveness of your storm water management program, how long have you been tracking them, and at what frequency? These are not measurable goals for individual management practices or tasks, but large-scale or long-term metrics for the overall program, such as macroinvertebrate community indices, measures of effective impervious cover in the watershed, indicators of in-stream hydrologic stability, etc.

Indicator	Began Tracking (year)	Frequency	Number of Locations

B. What environmental quality trends have you documented over the duration of your storm water program? Reports or summaries can be attached electronically, or provide the URL to where they may be found on the Web.

10. Additional Information

In the space below, please include any additional information on the performance of your MS4 program. If providing clarification to any of the questions on this form, please provide the question number (e.g., 2C) in your response.

Certification Statement and Signature

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Yes

Name of Certifying Official, Title

Date (mm/dd/yyyy)



SWPPP COMPLIANCE INSPECTION FORM



Project Name:		Address:		Date:		
Owner:		Contractor (Gen/Sub):		Start time:		
Site Contact:		Phone:		Stop time:		
UPDES Permit #:		Expiration:		Weather: Sunny Snowing (Circle one) Cloudy Raining Other:		
Date of last rain event:		Duration:		Approx. Rainfall (in):		
Inspected By (Print):			Local Jurisdiction:			
Reason for Inspection: Scheduled Complaint/Tip Random			Receiving Waters:			
Inspection Code (circle): SW sampling SW non-sampling		Inspector Code (circle): (S) State (L) Local		Type Code (circle): 1 - Municipal 2 - Industrial 3 - State		
COMPLIANCE FOR SWPPP, EROSION, SEDIMENT AND HOUSEKEEPING BMP'S				YES	NO	N/A
1. Is the SWPPP on site and accessible, or is the SWPPP location posted in an obvious place and reasonably accessible (in a short time)?						
2. Are erosion control, sediment control, buffer controls and good housekeeping BMP's installed on the site as shown in the SWPPP?						
3. Has the SWPPP been updated to reflect the current site conditions (modifications dated & initialed on site map, new BMPs on site map, discontinued BMPs crossed off site map, new BMP details & spec's in SWPPP, SWPPP amendment Log, etc.)?						
4. Are on-site inspections being performed and recorded by a qualified person on a weekly or biweekly basis, reporting items required by permit? (Inspector name, qualifications and signature, weather, problems/repairs, corrective action, new BMPs, removed BMPs, discharges, etc.)						
5. Have all corrective action items from previous inspections been logged, addressed and documented within the time frame allotted?						
6. Are SW flows entering and leaving the construction site controlled, managed, or diverted around the site? (e.g. buffer zones perimeter controls, berms, silt fence, up gradient boundary diversion, down gradient boundary sediment control, etc.)						
7. Is sediment (mud flows, soil deposits, etc.) being contained on the construction site to prevent discharge in downstream locations?						
8. Is the site free from vehicle tracking of soils off the construction site?						
9. Are stockpiles of soil, construction material, landscaping, or other debris situated on impervious surfaces fully contained to prevent washing into a storm drain?						
10. Are all erosion control BMP's in good repair, properly maintained, and utilized properly (temporary stabilization, erosion blankets, mulch, vegetated strips, riprap, surface roughening, pipe slope drain, dust control, etc.)?						
11. Are all sediment control BMP's in good repair, properly maintained, and utilized properly (silt fence, check dam, fiber rolls, sediment trap, inlet protection, waddles, straw bales, curb cut-back, etc.)?						
12. Are all good housekeeping controls in good repair, properly maintained, and utilized properly (clean trash-out pad, sweeping, construction materials management, litter/ trash control, portable toilet, staked down, fueling areas, concrete wash-out area, proper curb ramps, spill prevention, etc.)?						
13. Are all disturbed areas that have not had construction activities for 14 to 21 days stabilized (except snow or frozen ground)?						
14. Are the installed BMPs located in appropriate places (consider places to remove or install BMP's)?						

Witnesses:

Witness(s)	Agency	Phone #

Restitution Amount(s) _____

Payable To: _____

Victim(s)	DOB & Age	Address	Phone No
			H
			W
			C
			H
			W
			C
			H
			W
			C
			H
			W
			C

Witness(s)	DOB & Age	Address	Phone No
			H
			W
			C
			H
			W
			C
			H
			W
			C
			H
			W
			C
			H
			W
			C

PRIVATELY MAINTAINED DETENTION BASINS

Nov-15

NAME:	ADDRESS:	NEIGHBOR	NEIGHBOR	Comments
School SAA Satelite Campus				
School Bluff Ridge Elementary				
School Buffalo Point Elementary				
School Cook Elementary				
School Island View				
School Syracuse Arts Academy				
School Syracuse Elementary				
School Syracuse High School				
School Syracuse Jr. High				
Church 1600 S 4500 W				
Church 3426 W Augusta Dr.				
Church 3267 W. 700 S.				
Church 2887 W 2700 S				
Church 2500 S Bluff Road				
Church 2339 W 1900 S				
Church 1285 S 2500 W				
Church 2461 W 700 S				
Church 1538 S 2000 W Seminary Bldg				
Church 1974 W 1700 S Vacant Land				
Church 497 S 2000 W Seminary Bldg				
Church 1350 S 1800 W				
Church 1469 W 700 S				
Church 1175 S 1525 W				
Church 1625 S 1100 W				
Church 2228 S 1660 W				
Church 2024 S 1475 W				
Church 3065 S Bluff Road				
Church 3024 S 1200 W				
Church 2679 S 1000 W				
Church 569 W 2700 S				
Commercial Arby's				
Commercial Benchmark				
Commercial Carl's Jr.				
Commercial Car Wash				
Commercial Coleman Orthodontics				

PRIVATELY MAINTAINED DETENTION BASINS

Nov-15

NAME:	ADDRESS:	NEIGHBOR	NEIGHBOR	Comments
Commercial Craythorne				
Commercial Don's Meat				
Commercial Elmore Chiro				
Commercial Gateway Storage				
Commercial Gleneagle Golf Course				
Commercial Gleneagle 1				
Commercial Gleneagle 2				
Commercial Gleneagle 3				
Commercial Gleneagle 4				
Commercial Gleneagle 5				
Commercial Gleneagle 6				
Commercial Heritage Lane				
Commercial Iceburg				
Commercial IHC				
Commercial Maverik				
Commercial McDonalds				
Commercial O' Riley				
Commercial Paul's Auto				
Commercial Pearson Automotive				
Commercial Peck Orthodontics				
Commercial Pizza Factory				
Commercial RC Willey				
Commercial RC Willey Parking				
Commercial Rentmeister				
Commercial SCI				
Commercial Shadow Point				
Commercial Smith's Grocery Store				
Commercial Syracuse Fun Center				
Commercial Tanner Clinic				
Commercial Syracuse Theater				
Commercial Trico				
Commercial Utah Onion				
Commercial Walgreens				
Commercial Walmart				
Commercial Wasatch Peak				

PRIVATELY MAINTAINED DETENTION BASINS

Nov-15

NAME:	ADDRESS:	NEIGHBOR	NEIGHBOR	Comments

High Priority Facilities Weekly Inspection Report Form

QUARTERLY COMPREHENSIVE INSPECTION SOP

PREPARATION

- Identify "High Priority" facilities
- Map of location
- Become familiar with potential pollutants at the site

PROCESS

- Look for evidence of spills at the site
- If a spill is found assess the general area to identify its source
- Whenever possible take photographs of the suspected illicit discharge
- Inspect all waste storage areas and dumpsters
 - Inspect for leaks
 - have repairs made immediately by responsible party
- Inspect vehicle maintenance and fueling areas
 - Look for pollutant generating areas and inspect
- Material handling areas
- Pollutant generating areas

CLEAN-UP

- Clean up spill immediately to prevent contact with precipitation or runoff
- Initiate spill response

DOCUMENTATION

- Fill out a quarterly comprehensive inspection sheet for each facility
- Document the inspection was complete on the Quarterly Comprehensive Log sheet along with the date it was completed

11.0 Appendix K: Control Measures Summary

Control Measure	1a	1b	1c	1d
General Permit	4.2.1.1	4.2.1.2	4.2.1.3	4.2.1.4
Audience	General Public in Syracuse	General Public in Syracuse	Institutions, industrial, and commercial in Syracuse	Engineers, Construction Contractors, Developers, Development Review Staff, Land Use Planners
Requirement	Educate public about ways to avoid, minimize, reduce, or eliminate pollutants in storm water, improve water quality, and participate in environmental stewardship activities.	Provide information on the prohibitions of illicit discharges and improper waste disposal.	Provide information on prohibition of illicit discharges and improper waste disposal.	Provide information on developing a SWPPP with BMP's to reduce adverse impacts from storm water runoff from development.
Frequency	Annual	Annual	Annual	As development occurs
BMP Fact Sheet	ETPP, ETEM	ETPP, ETMC	ETPP, ETMC	ETEM
Achievement Method	Community Service Day	Newsletter, Website, Email, Mail, social media, community events	Mail brochures created from coalition	During pre-development and pre-construction meetings
Measure of Success	Document volunteer participation and work accomplished	Improved septic system maintenance, lawn care maintenance, on-site infiltration, automobile maintenance and washing, swimming pool discharge, and pet waste management.	Site has improved lawn maintenance, storm water infiltration, building and equipment maintenance practices, salt storage, material storage, solid waste, parking lot sweeping, etc.	Plans include SWPPP. Documented in pre-construction meeting minutes.
Goal	Currently programmed	Currently programmed	Create list for mailers	Currently programmed
Mile stone	n/a	n/a	Aug-16	n/a

Control Measure	1e	1f	1g	1h
General Permit	4.2.1.5	4.2.1.6	4.2.1.7	4.2.1.8
Audience	Syracuse City Employees	Engineers, development and plan review staff, land use planners	General Public in Syracuse	General Public in Syracuse
Requirement	Provide information on prohibition of illicit discharges and improper waste disposal.	Provide information and training about Low Impact Development (LID), green infrastructure, and post-construction control.	Identify methods that are used to evaluate the effectiveness of the educational messages and overall educational program.	Provide written documentation or rationale as to why particular BMP's were chosen for public education and outreach.
Frequency	Annual	Annual	Annual	Once with each MS4 general permit renewal
BMP Fact Sheet	ETET	ETET	ETPP	ETPP
Achievement Method	All employee staff meeting	Pre-development meeting	Public surveys	Achievement Complete
Measure of Success	Attendance roll, meeting minutes	Attendance roll, meeting minutes	Survey results indicate improvement in public awareness.	The BMP's listed in this Control Measure were selected because they focus upon training and educating those who can make efforts to improve water quality.
Goal	Currently programmed	Currently programmed	Currently programmed	Complete
Mile stone	n/a	n/a	n/a	n/a

Control Measure	2a	2b	2c	2d
General Permit	4.2.2.1	4.2.2.2	4.2.2.3	4.2.2.4
Audience	General Public in Syracuse	General Public in Syracuse	General Public in Syracuse	General Public in Syracuse
Requirement	Adopt a program to create opportunities for the public to provide input during the update of the SWMP and affiliated ordinances.	Make the revised SWMP available to the public for review.	The updated SWMP remains available for public review and input for the life of the permit. Include a contact person with phone and email.	Comply with State and Local public notice requirements when implementing public involvement program.
Frequency	Once with each MS4 general permit renewal	Once with each MS4 general permit renewal	Once with each MS4 general permit renewal	Once with each MS4 general permit renewal
BMP Fact Sheet	ETPP	ETPP	ETPP	ETPP
Achievement Method	Achievement Complete	Achievement Complete	Achievement Complete	Achievement Complete
Measure of Success	Ordinance was last updated in 2012 in compliance with the SWMP requirements. SWMP update approved by resolution from City Council.	Updated SWMP in posted on city website and was included in the city council packet for public review.	Updated SWMP is posted on city website. It contains contact person with phone and email.	Public Hearing at city council meetings are followed in accordance with State and Local requirements for resolutions and ordinance updates.
Goal	Complete	Complete	Complete	Complete
Mile stone	6/30/2016	6/30/2016	6/30/2016	6/30/2016

Control Measure	3a	3b	3c	3d
General Permit	4.2.3.1	4.2.3.2	4.2.3.3.1	4.2.3.3.2
Audience	Syracuse Public Works	Syracuse City Council	Syracuse Public Works	Syracuse Public Works
Requirement	Maintain a current storm water map showing all conveyances and outfalls to the Great Salt Lake.	Prohibit non-storm water discharges into the storm water collection system with an ordinance.	Implement a written plan to detect and address non-storm water discharges to the storm system. Include spills, illicit connections, sanitary sewer overflows, and illegal dumping. Include a list of all priority areas.	Field inspect priority areas listed in 4.2.3.3.1 and document inspections.
Frequency	Annual	Once	Update priority list annually.	Annually
BMP Fact Sheet	PRMP	PROD	PRSP	IMID
Achievement Method	Update GIS map with storm drain infrastructure.	Achievement Complete	Achievement Complete	Inspection schedule
Measure of Success	Maps are updated with current information.	Ordinance is complete with all required enforcement. Fee schedule includes fines for illegal actions.	Plan is written and includes a list of all priority areas.	Priority areas are inspected and findings documented. Corrective actions have been taken.
Goal	Currently programmed	Complete	Currently programmed	Currently programmed
Mile stone	n/a	n/a	n/a	n/a

Control Measure	3e	3f	3g	3h
General Permit	4.2.3.3.3	4.2.3.3.4	4.2.3.4	4.2.3.5
Audience	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Dry weather screening to verify outfall locations and detect illicit discharges.	Notify Utah DEQ Division of Water Quality if a discharger may need a separate UPDES permit.	Implement Standard Operating Procedures for tracing the source of an illicit discharge.	Implement Standard Operating Procedure for characterizing any potential threat of illicit discharges found or reported.
Frequency	Once during the five year permit term.	Upon discovery.	Upon discovery	Upon discovery.
BMP Fact Sheet	IMOE		IMID	IMID
Achievement Method	Inspection schedule	Visual observation.	Investigate and report findings.	Investigate and report findings.
Measure of Success	Document inspections of all outfalls.	Check the list of multi-sector general permit for storm water discharges associated with industrial activities from the DWQ website.	SOP is complete with requirements to visual inspect manholes and pipes.	Immediately initiate an investigation. Report date of awareness, date of investigation, date of observed discharge, location and description of discharge, method of discovery, date of clean up and enforcement, date and method of removal verification.
Goal	Currently programmed	Upon discovery.	Upon discovery	Upon discovery.
Mile stone	n/a	n/a	n/a	n/a

Control Measure	3i	3j	3k	3l
General Permit	4.2.3.6	4.2.3.7	4.2.3.8	4.2.3.9
Audience	Syracuse Public Works	Employees, businesses, and general public	Residents	General Public
Requirement	Implement Standard Operating Procedure to cease an illicit discharge.	Provide information on the hazards associated with illicit discharges and improper disposal of waste.	Provide information about the collection of household hazardous waste.	Publicize a hotline for public reporting of spills and illicit discharges.
Frequency	Upon discovery.	Refer to Control Measure 1.	Once	Once
BMP Fact Sheet	IMID	ETET, ETEM, ETPP, ETMC, ETCH	MSHW	ETCH
Achievement Method	Investigate and report findings.	Refer to (1b) (1c) (1e)	Achievement complete.	Achievement complete.
Measure of Success	Notify appropriate authorities, notify property owner, remove or eliminate the discharge, follow up inspection, and enforcement with fine imposed.	Accomplished through Control Measure 1.	City website PRSPotes that local landfill has a facility that collects HHW.	Hotline is advertised on the city website and the city phone system has an automated transfer for after-hours public works emergencies.
Goal	Upon discovery.	Currently programmed	Complete	Complete
Mile stone	n/a	n/a	n/a	n/a

Control Measure	3m	3n	3o
General Permit	4.2.3.9.1	4.2.3.10	4.2.3.11
Audience	General Public	Syracuse Public Works	Employees
Requirement	Develop a written spill/dumping response procedure and flow chart for internal use describing response procedures, agency responsibilities and contacts, and individual or agency involvement.	Implement procedures for program evaluation and assessment including: maintain database for mapping or tracking spills.	Train all employees on the IDDE program including: identification, investigation, termination, cleanup, and reporting of illicit discharges, spills, illicit connections, and improper disposal.
Frequency	Once	Annual	Annual
BMP Fact Sheet	PRSP		ETET
Achievement Method	Achievement complete.	Inspection schedule	Orientation, All employee staff meeting.
Measure of Success	IDDE program includes a written spill/dumping response procedure and flow chart included in the SWMP	Database / map is updated with IDDE discharge and spills.	Meeting minutes. Orientation sheet.
Goal	Complete	Currently programmed	Currently programmed
Mile stone	n/a	n/a	n/a

Control Measure	4a	4b	4c	4d
General Permit	4.2.4.1.1	4.2.4.1.2	4.2.4.1.3	4.2.4.2.1
Audience	Syracuse City Council	Contractors, Developers	Syracuse City Council	Syracuse City Council
Requirement	Revise and enforce an ordinance that requires erosion and sediment control on construction sites. Require a SWPPP with BMP's to protect water quality, reduce discharge of pollutants, and control waste.	Ensure contractors obtain and maintain coverage under the current UPDES Storm Water General Permit for Construction Activities for the duration of the project.	Update ordinance to include a provision for access by qualified personnel to inspect construction storm water BMP's on private properties that discharge to city storm drain system.	Develop a written enforcement strategy that include specific processes to obtain compliance from violators.
Frequency	As necessary	As necessary	Once	Once
BMP Fact Sheet	PROD		PROD	PROD
Achievement Method	Ordinance update	During pre-construction meetings.	Ordinance update	Ordinance update
Measure of Success	Ordinance is updated to reflect current UPDES Storm Water General Permit for Construction Activities.	Meeting minutes reflect that developers are notified to complete an NOI on the State DWQ website.	Ordinance is updated to reflect current UPDES Storm Water General Permit for Construction Activities.	Ordinance contains enforcement procedures.
Goal	Complete	Currently programmed	Update ordinance	Update ordinance
Mile stone	n/a	n/a	Dec-17	Dec-17

Control Measure	4e	4f	4g	4h
General Permit	4.2.4.2.2	4.2.4.3.1	4.2.4.3.2	4.2.4.3.3
Audience	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Document and track all enforcement actions.	Develop and implement an SOP for pre-construction review of SWPPP's for all construction sites greater than one acre. Keep records for five (5) years.	Include the use of a checklist for pre-construction SWPPP reviews.	Identify priority construction sites considering: soil erosion, site slope, project size and type, sensitivity of receiving waters, proximity to receiving waters, non-storm water dischargers, and those w/past record of non-compliance.
Frequency	As necessary upon occurrence.	As necessary upon occurrence.	Once to create checklist, then use with each SWPPP review.	As necessary upon occurrence.
BMP Fact Sheet		PRSW	PRSW	PRSW
Achievement Method	As violation is identified during the inspection.	Create SOP.	Checklist completed for each Stormwater Activity Permit	Checklist completed for each Stormwater Activity Permit
Measure of Success	Contractor/developer is notified of violation. Documented in inspection report. Uncleared violation results in enforcement beginning with fines, then Class B Misdemeanor.	SOP is created and followed. SOP includes review of the site design, planned operations on the site, planned BMP's, and post construction BMP's that are planned.	Checklist is created and used for each SWPPP review prior to construction beginning.	Inspection form is updated with priority site checkbox that clearly identifies why the site is priority based upon the indicated criteria specified herein.
Goal	Currently programmed	Complete	Complete	Currently Programmed
Mile stone	n/a	n/a	n/a	n/a

Control Measure	4i	4j	4k	4l
General Permit	4.2.4.4.1	4.2.4.4.2	4.2.4.4.3	4.2.4.4.4
Audience	Syracuse Public Works	Contractors, Developers	Syracuse Public Works	Syracuse Public Works
Requirement	Create SOP for construction site inspection/ enforce of storm water pollution control measures. Incl those responsible for inspections & enforce. Site inspections are monthly using official inspection form.	Inspect all phases of construction: before, during, and at completion. Specify notification procedure from contractors at project completion to verify cleanup final stabilization. Provide to contractor prior to construction.	Inspection of priority construction sites must be conducted bi-weekly.	Take all necessary follow up actions to ensure construction sites are in compliance with the permit. Track and document all reinspections and enforcement.
Frequency	Develop SOP: once; Inspections: monthly	As necessary with each applicable construction project.	Every two weeks for priority construction sites.	As necessary with each applicable construction project.
BMP Fact Sheet	PRSW	PRSW	PRSW	PRSW
Achievement Method	Update SOP.	During pre-construction meeting and monthly during construction.	Achievement complete.	Achievement complete.
Measure of Success	SOP is updated. Inspections are being completed for all construction sites one acre or larger.	Meeting minutes: contractors notified of inspection procedures, and project close-out. Deposit is collected at the beginning of construction and returned only after final clean-up is complete.	Priority construction sites are inspected bi-weekly.	Site findings are documented on the inspection sheet. Reinspections, fines, and enforcement is documented in the file.
Goal	Complete	Currently Programmed	Currently programmed	Currently programmed
Mile stone	n/a	n/a	n/a	n/a

Control Measure	4m	4n	4o
General Permit	4.2.4.4.5	4.2.4.5	4.2.4.6
Audience	General Public	Syracuse Public Works	Syracuse Public Works
Requirement	Publicize a hotline for public reporting of storm water issues on construction sites. Records of violations, enforcement, and corrective actions must be tracked and documented.	Train all staff having responsibility for SWMP including permitting, plan review, site inspections, and enforcement. Training must include dates, course description, and attendance.	Maintain records of all site plan reviews, SWPPP's, inspections, enforcements (verbal warnings, stop work order, warning letter, notice of violation, etc.). Records must be kept for five (5) years.
Frequency	Once	Annually	As necessary for construction.
BMP Fact Sheet	ETCH	ETET	PRSW
Achievement Method	Achievement complete	Department Staff Meeting	Achievement complete
Measure of Success	Hotline is advertised on the city website and the city phone system has an automated transfer for after-hours public works emergencies.	Environmental Division, Engineer, Administrative staff, and director are trained on the SWMP as it relates to construction sites.	Inspection records are maintained for each construction site and kept on file for each permit.
Goal	Complete	Currently programmed	Currently programmed
Mile stone	n/a	n/a	n/a

Control Measure	5a	5b	5c	5d
General Permit	4.2.5.1	4.2.5.2.1	4.2.5.2.2	4.2.5.3.1
Audience	Syracuse City Council	Syracuse Public Works	Syracuse City Council	Syracuse City Council
Requirement	Develop an ordinance that requires long term post-construction storm water controls for development and redevelopment. The ordinance requires BMP selection, design installation, operation and maintenance standards.	Implement enforcement provisions of the ordinance to include specific processes for repeat violators.	Document how the ordinance requirements will protect water quality and reduce pollutants to the storm drain.	Minimize development in areas to protect sensitive lands, such as erosion, flood control, over disturbance, wetlands, etc.
Frequency	Once	Once	Once	Once
BMP Fact Sheet	PROD	PROD	PROD	PROD
Achievement Method	Achievement complete	Update ordinance	Achievement complete	Achievement Complete
Measure of Success	Ordinance includes post construction controls for new development and redevelopment sites.	Ordinance includes enforcement for violators.	Ordinance includes post construction water quality protections involving BMP selection, pollutant removal, and supporting performance.	General Plan includes sensitive overlay zone over properties, which requires water quality/ wetland approval from ACOE.
Goal	Complete	Update ordinance	Complete	Complete
Mile stone	n/a	Dec-17	n/a	n/a

Control Measure	5e	5f	5g	5h
General Permit	4.2.5.3.2	4.2.5.3.3	4.2.5.3.4	4.2.5.4.1
Audience	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Include a process which requires the evaluation of LID used to infiltrate, evapotranspire, or harvest storm water from the site. Explanation must be documented if an LID cannot be utilized giving an explanation with reasons and rationale for chosen alternative controls for each project.	Develop a plan to retrofit existing developed sites that are adversely impacting water quality. Include controls that infiltrate, evapotranspire, or harvest storm water discharges. Prioritize those best suited for retrofit.	Require development to retain 90th percentile rainfall onsite.	Review as-built plans to ensure that the plans include long term storm water management measures.
Frequency	Each development review	Once	Each development	Each development
BMP Fact Sheet	PRLD	PRRS	PROD	
Achievement Method	Development review	Create plan based upon inventory data.	Ordinance update	At project close-out or warranty inspection.
Measure of Success	Low Impact Development is discussed in pre-development meetings and included in all development reviews.	Retrofit plan is complete.	Ordinance and standards are updated to requirement.	As-built plans are received and reviewed for accuracy. BMP maintenance agreements are signed and filed. Inventory and maps are updated.
Goal	Include in pre-development meetings	Create plan based upon inventory data.	Update standards and ordinance	Currently programmed
Mile stone	Jun-16	Dec-20	9/1/2016	n/a

Control Measure	5i	5j	5k	5l
General Permit	4.2.5.4.2	4.2.5.4.3	4.2.5.5.1	4.2.5.5.2
Audience	Developers, contractors	Syracuse Public Works	Syracuse City Council	Syracuse Public Works
Requirement	Provide developers and contractors with preferred design specifications to more effectively treat storm water for different types of development.	Keep a copy of information that is provided to design professionals regarding preferred design specifications to effectively treat storm water for different development types.	Adopt and implement SOP or ordinance for site inspection of storm control system on public or private properties.	Inspect permanent BMP's once during installation. Verify that BMP's were constructed as designed.
Frequency	Each development	Each development	Once	Each development
BMP Fact Sheet			PROD	IMIO
Achievement Method	During pre-development meeting	During pre-development meeting	SOP is current. Update ordinance.	During final warranty inspections
Measure of Success	Storm water design is discussed during pre-development meetings with the developer.	Information is provided to developers during pre-development meeting.	BMP maintenance agreement signed and kept on file. Ordinance is updated to allow site access for inspections or third party inspections. Ordinance is updated to require BMP maintenance agreement.	Inspection record documents any incomplete items from construction.
Goal	Develop design specs for various develop types.	Develop design specs for various develop types.	Update ordinance	Currently programmed
Mile stone	Jun-18	Jun-18	Dec-17	n/a

Control Measure	5m	5n	5o	5p
General Permit	4.2.5.5.3	4.2.5.6	4.2.5.7.1	4.2.5.7.2
Audience	Property owners having storm water discharge to city system.	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Inspect and maintain permanent BMP's as directed in a maintenance agreement.	Train all staff having responsibility for SWMP including permitting, plan review, site inspections, and enforcement. Training must include dates, course description, and attendance.	Inventory all structural storm water control measures installed on developed sites. Include project name, owner name, contact information, location, start/end date, etc. Include description of BMP's, maintenance required, and inspection information.	Update the inventory records of long term BMP's with any changes in ownership and structural changes to the BMP that was identified during inspection.
Frequency	Annually by owner. Every five years by city.	Annually	Update annually	Once every five years during site inspection.
BMP Fact Sheet	IMIO	ETET	IMIO	IMIO
Achievement Method	Inspection schedule	Department Staff Meeting	Inspection schedule	Inspection schedule
Measure of Success	Inspections documented with date; inspector name/signature; project location; current ownership; description of condition; maintenance issues; violations; compliance deadlines.	Environmental Division, Engineer, Administrative staff, and director are trained on the SWMP as it relates to construction sites.	Inventory is updated with all post construction BMP sites.	Inventory is updated with ownership and BMP changes after each inspection is completed.
Goal	Currently programmed	Currently programmed	Currently programmed	Currently programmed
Mile stone	n/a	n/a	n/a	n/a

Control Measure	6a	6b	6c	6d
General Permit	4.2.6.1	4.2.6.2	4.2.6.3	4.2.6.4
Audience	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Keep a current written inventory of city-owned facilities and storm water controls.	Assess city-owned facilities for the following pollutants: sediment, nutrients, metals, hydrocarbons, pesticides, chlorides, and trash.	Identify high-priority city-owned facilities based upon assessment completed.	Develop a SWPPP for each high-priority city-owned site. Identify potential sources of pollution. Include SOP's used to reduce pollutants.
Frequency	Annually update	Once	Once	Once
BMP Fact Sheet	OMHP	OMHP	OMHP	PRSW
Achievement Method	Inspection schedule	Include in SWMP	Include in SWMP	Retain with SWMP
Measure of Success	Inventory is updated.	Assessment complete and included in the SWMP.	Status of high-priority sites included in SWMP.	SWPPP is complete and retained at all high-priority sites.
Goal	Currently programmed	Complete	Complete	Complete
Mile stone	n/a	n/a	n/a	n/a

Control Measure	6e	6f	6g	6h
General Permit	4.2.6.5.1	4.2.6.5.2	4.2.6.5.3	4.2.6.6.1
Audience	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Perform a visual inspection of all high-priority city-owned sites. Clean up spills, track inspections on a log, keep log with SWMP. Identify deficiencies and corrective actions.	Comprehensive inspection of all high-priority city-owned sites: storm controls, waste storage, vehicle maintenance, fueling areas, material handling areas, etc. Document inspections. Correct deficiencies.	Perform a visual observation of the storm water discharge from all high-priority city-owned sites in accordance with SOP. Document any deficiencies and corrective actions. Keep on file with SWMP.	Develop and implement SOP for all city-owned buildings and facilities. SOP includes: chemical storage and handling; spill prevention; dumpsters and waste management; facility maintenance; parking lot sweeping; land maintenance; and inventory floor drains.
Frequency	Weekly	Quarterly	Quarterly	Once
BMP Fact Sheet	OMHP	OMHP	OMHP	
Achievement Method	Inspection schedule	Inspection schedule	Inspection schedule	SOP
Measure of Success	Log is completed. Site is clean. Spills are documented. Deficiencies are corrected.	Inspection report completed and kept on file with SWMP. Corrective actions documented and completed.	Inspection report completed and kept on file with SWMP. Corrective actions documented and completed.	SOP is updated. Employees are trained to understand SOP's for the building in which they work.
Goal	Currently programmed	Currently programmed	Currently programmed	Complete
Mile stone	n/a	n/a	n/a	n/a

Control Measure	6i	6j	6k	6l
General Permit	4.2.6.6.2	4.2.6.6.3	4.2.6.6.4	4.2.6.6.5
Audience	Syracuse Public Works	Syracuse Parks and Recreation	Syracuse Public Works	Syracuse Public Works
Requirement	Develop and implement SOP for all city-owned material storage areas, heavy equipment storage, and maintenance areas.	Develop and implement SOP for all city-owned parks and open space. SOP includes: fertilizer, pesticides, herbicides, sediment, erosion, lawn maintenance, trash containers, pet waste, equipment cleaning, building cleaning, and trash can cleaning.	Develop and implement SOP for all city-owned vehicles and equipment. SOP includes: vehicle maintenance, BMP's for drip pans and absorbent, fueling areas, and vehicle wash areas.	Develop and implement SOP for all city-owned roads and parking lots. SOP includes: street sweeping, pavement maintenance, pot-hole repair, striping, sealing, plowing, de-icing, roadside mowing, herbicide, parades, city-sponsored outdoor festivals, and snow storage.
Frequency	Once	Once	Once	Once
BMP Fact Sheet				
Achievement Method	SOP	SOP	SOP	SOP
Measure of Success	SOP is updated to protect water quality in areas of material storage, heavy equipment storage, and equipment maintenance.	SOP is updated to protect water quality in parks and open space.	SOP is updated to protect water quality from vehicles and equipment.	SOP is updated to protect water quality from roads and parking lots.
Goal	Complete	Complete	Complete	Complete
Mile stone	n/a	n/a	n/a	n/a

Control Measure	6m	6n	6o	6p
General Permit	4.2.6.6.6	4.2.6.6.7	4.2.6.7	4.2.6.8.1
Audience	Syracuse Public Works	Syracuse Public Works	Contractors performing municipal maintenance	Syracuse Public Works
Requirement	SOP for all city-owned storm water collection and conveyance system. SOP includes: routine inspection schedule, cleaning, and repairs. Prioritize storm system maintenance based upon water quality concerns. Annual inspections of structural BMP's, and documentation of removed pollutants.	Develop and implement SOP for all other city-owned facilities not previously mentioned.	City-retained contractors shall be held to the same storm water pollution prevention standards as the city. Contracts must specify this requirement. City must inspect periodically to ensure responsibilities are being achieved.	Develop and implement a process to assess water quality impacts of all flood management structural controls. Determine if changes should be made to improve water quality. Include in the SWMP.
Frequency	Once	Once	Once	Once
BMP Fact Sheet				
Achievement Method	SOP	SOP	Include in contracts	Include in SWMP
Measure of Success	SOP is updated to protect water quality from polluted storm water conveyances.	SOP is updated to protect water quality from all other facilities.	Third party contractors of the city performing maintenance is in compliance with storm water pollution prevention measures.	Public detention basins are assessed by the city. Private detention basins are assessed by the property owner. Regional open channels in the city are assessed by the county.
Goal	Complete	Complete	Currently programmed	Create with retrofit plan and inventory data.
Mile stone	n/a	n/a	n/a	Dec-20

Control Measure	6q	6r
General Permit	4.2.6.9	4.2.6.10
Audience	Syracuse Public Works	Syracuse Public Works
Requirement	Public construction projects shall comply with the same requirements applied to private projects.	Train all staff having responsibility for construction, operation, or maintenance job functions. Training must include dates, course description, and attendance.
Frequency	As needed	Annually
BMP Fact Sheet		ETET
Achievement Method	Pre-construction	Department Staff Meeting
Measure of Success	All city-owned projects obtain an NOI with the State, inspect site, and maintain the site during construction.	PW&Parks employees are trained on protecting water quality, permit requirements, O&M requirements, inspection procedures, SOP's, SWPPP's, reporting procedures, and illicit discharges.
Goal	Currently programmed	Currently programmed
Milestone	n/a	n/a

12.0 Appendix L: Fiscal Summary

Current electronic version found here:

<http://syracuseut.com/Departments/CityAdministration/Finance.aspx>

13.0 Appendix M: City Facilities

City Facilities Inventory

ID	Ref	Facility	Location	High Priority	Notes
1	Q	Rock Creek Park	700 South 3850 West	No	
2	T	Tuscany Meadows Park	2350 South 3400 West	No	
3	K	Fremont Park	1950 South 3000 West	No	
4	I	Fire Station	1869 South 3000 West	No	
5	A	Bluff Pump House	1825 S Bluff Rd	No	
6	C	Canterbury North	1175 South 2500 West	No	
7	D	Canterbury Park	1585 South 2500 West	No	
8	J	Founders Park	1904 West 1700 South	No	
9	F	Centennial Park	1800 South 2000 West	No	
10	H	Community Center	1912 West 1900 South	No	
11	G	City Hall	1979 West 1900 South	No	
12	N	Linda Vista Park	1800 West 2700 South	No	
13	S	Trailside Park	2700 South 2000 West	No	
14	P	Public Works	3061 South 2400 West	Yes	
15	L	Jensen Park	3176 South Bluff Rd	No	
16	B	Bluff Ridge Park	876 West 2700 South	No	
17	M	Legacy Park	2356 South 1000 West	No	
18	U	Well #3	589 West 1700 South	No	
19	R	Stoker Park	1575 South 1150 West	No	
20	E	Cemetery	1200 South 1000 West	Yes	
21	O	Monterey Park	1200 South 1000 West	Yes	

City Hall

Controlled SD discharge locations



Site Drain 2

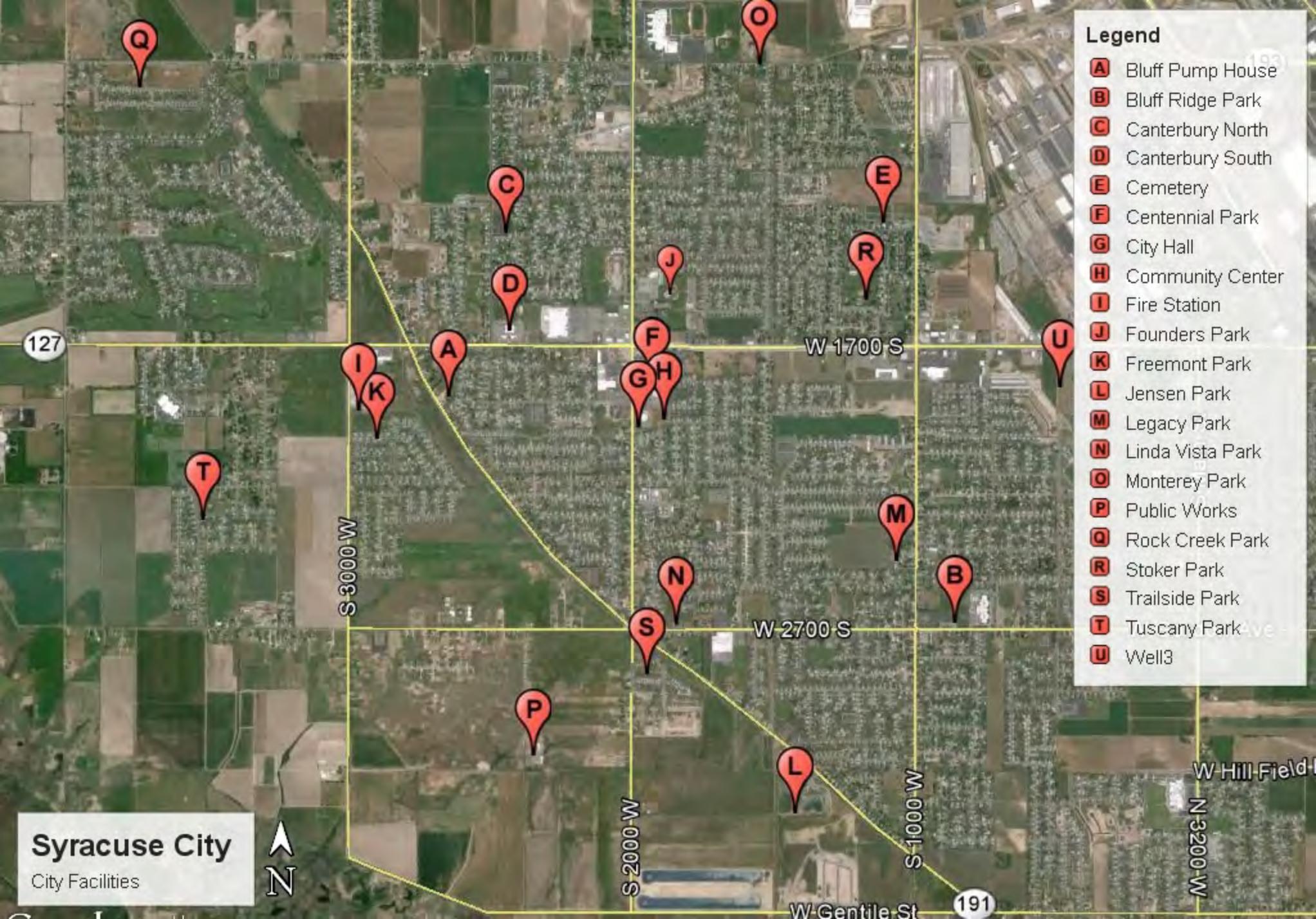
Site Drain 3

Site Drain 1

S 2000 W

W-1900-S





- ### Legend
- A** Bluff Pump House
 - B** Bluff Ridge Park
 - C** Canterbury North
 - D** Canterbury South
 - E** Cemetery
 - F** Centennial Park
 - G** City Hall
 - H** Community Center
 - I** Fire Station
 - J** Founders Park
 - K** Freemont Park
 - L** Jensen Park
 - M** Legacy Park
 - N** Linda Vista Park
 - O** Monterey Park
 - P** Public Works
 - Q** Rock Creek Park
 - R** Stoker Park
 - S** Trailside Park
 - T** Tuscany Park
 - U** Well3

Syracuse City
City Facilities



127

W 1700 S

S 3000 W

W 2700 S

S 2000 W

W Gentile St

S 1000 W

191

N 3200 W

W Hill Field

Centennial Park

Controlled SD discharge locations

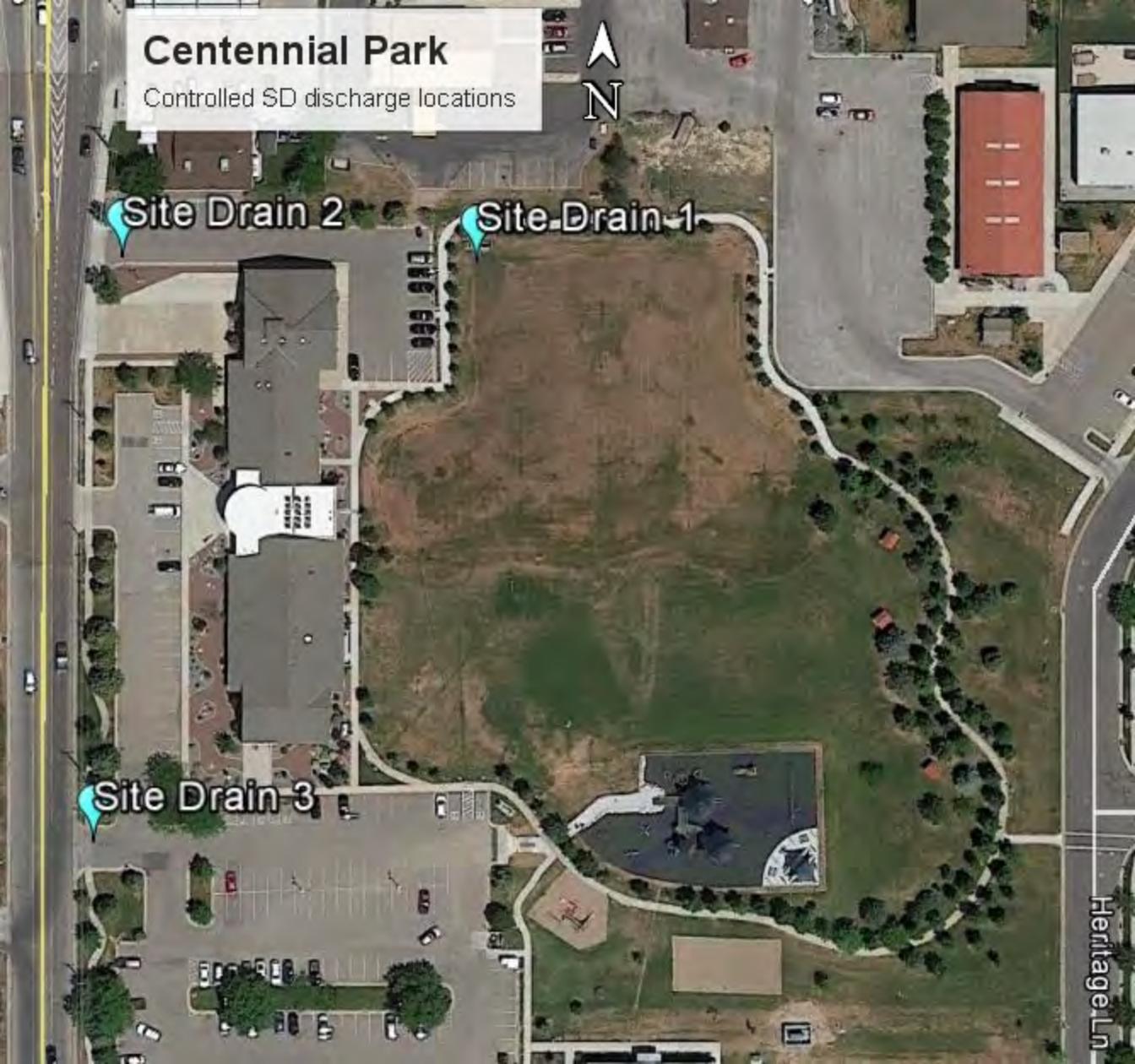


Site Drain 2

Site Drain 1

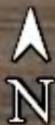
Site Drain 3

Heritage Ln

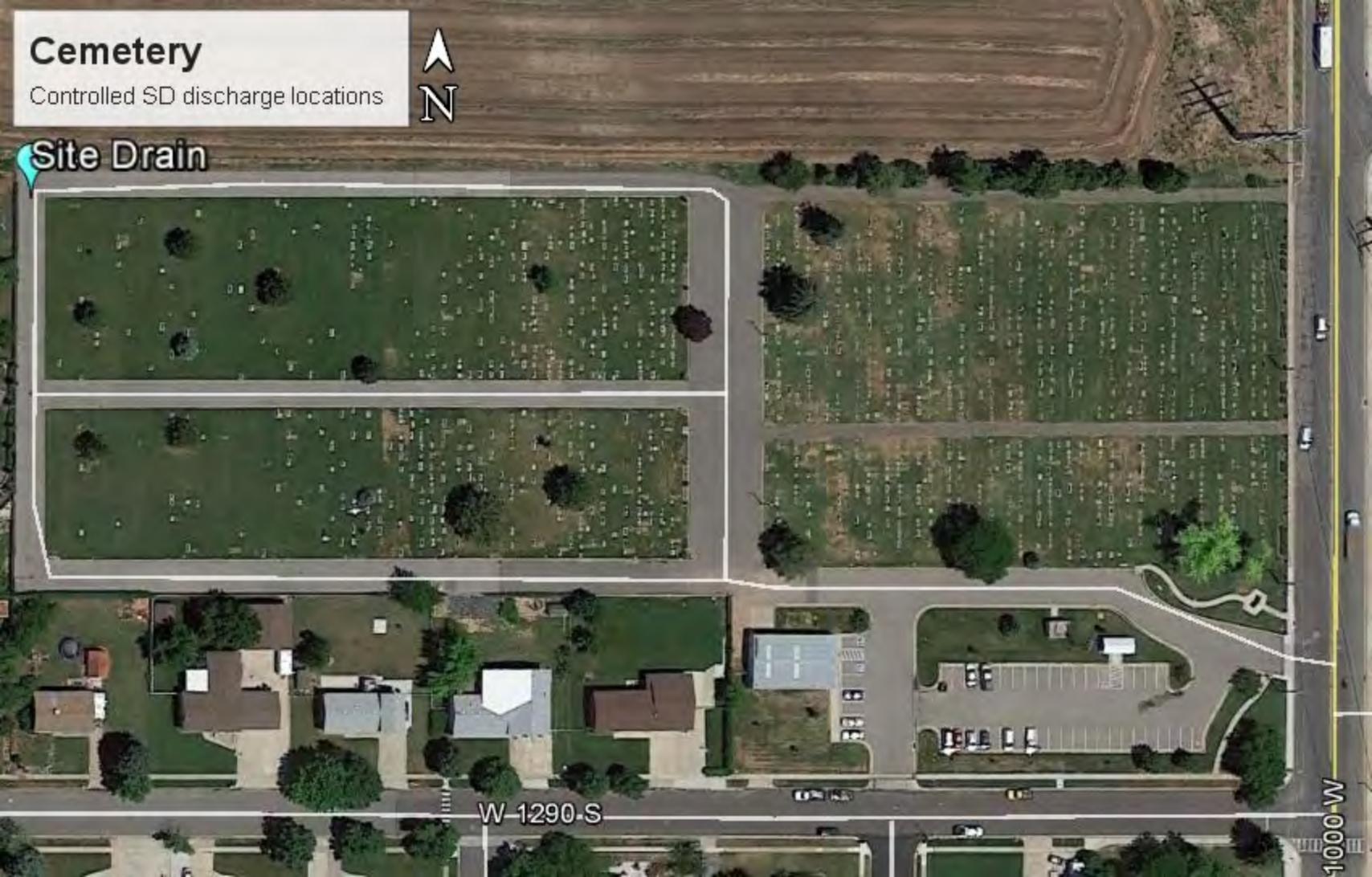


Cemetery

Controlled SD discharge locations



Site Drain



W-1290-S

1000-W

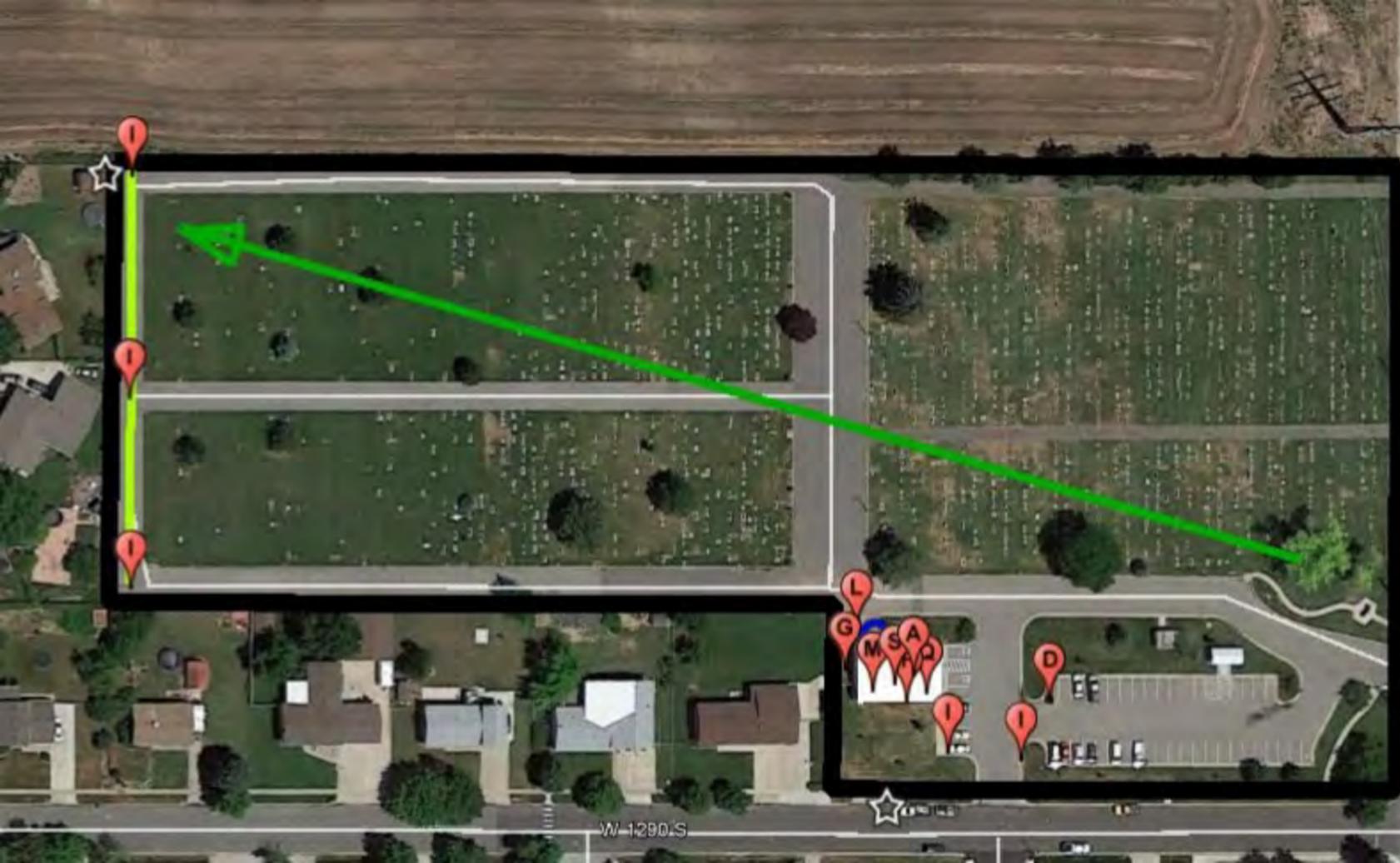
Syracuse City

Parks Maintenance SWPPP



Legend

- A** Absorbant
- D** Dumpster
- F** Fuel
- G** Granular Storage
- I** Inlet
- Q** Liquid Storage
- L** Loading Area
- M** Maintenance
- ☆ Outfall to
- SD Pipe
- S** Sewer
- Site Drainage
- Sump



W 1290 S



W 1000 S

Canterbury Park

Controlled SD discharge locations



Site Drain 1

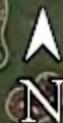
S-2500-W

Site Drain 2



Canterbury North

Controlled SD discharge locations



S 2500 W

W 1175 S

Site Drain 1

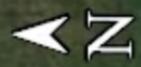


Site Drain 2



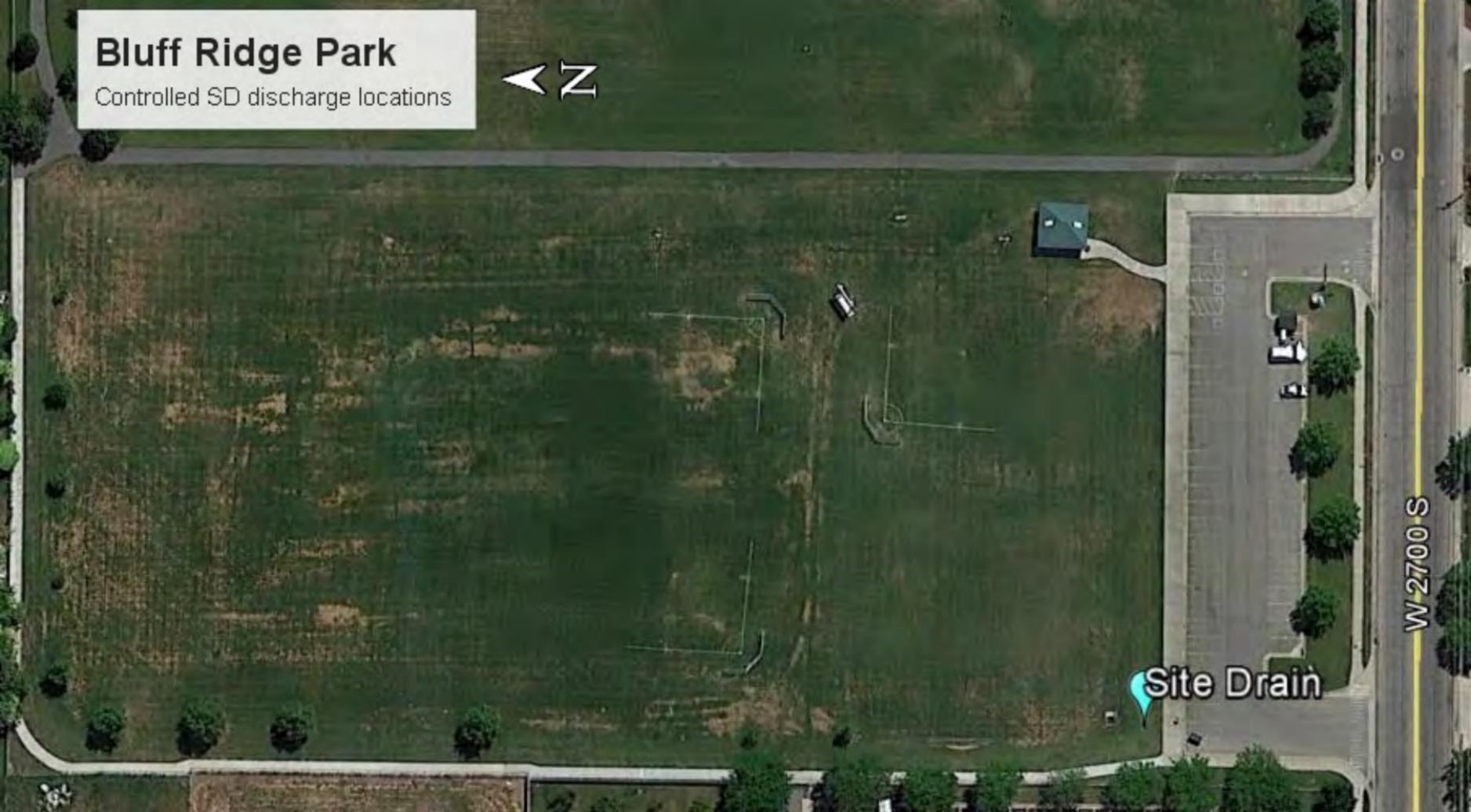
Bluff Ridge Park

Controlled SD discharge locations



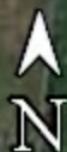
Site Drain

W 2700 S



Bluff Pumphouse

Controlled SD discharge locations



Site Drain



Well #3

Controlled SD discharge locations



Site Drain

An aerial photograph of a large, dark-roofed building with several skylights. A blue location pin is placed on the roof, pointing to a circular feature labeled 'Site Drain'. The building is surrounded by a concrete or paved area.

Site Drain 2

Tuscany Meadows Park

Controlled SD discharge locations



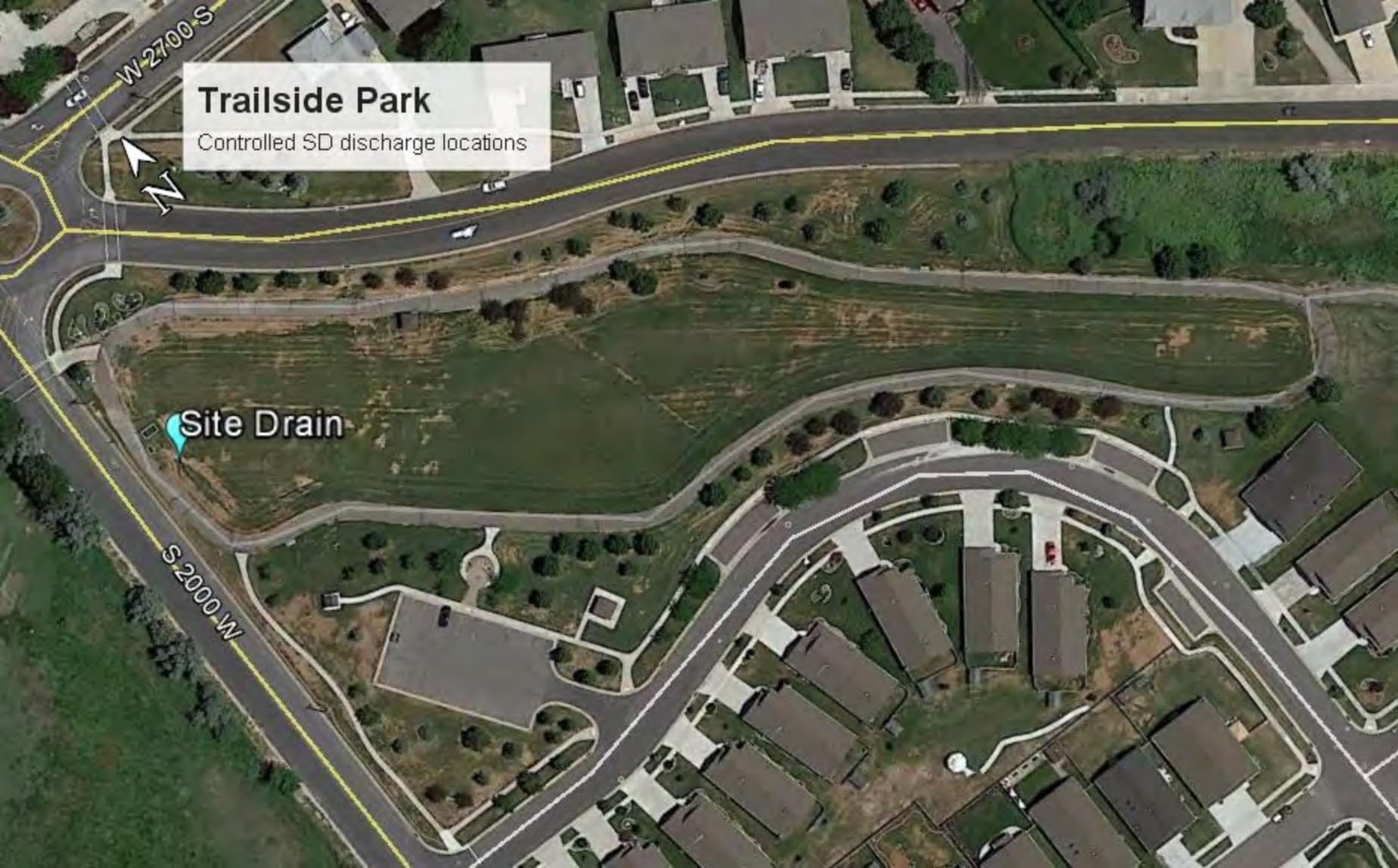
Site Drain 1

Site Drain 3

S Doran Dr

2280 S





Trailside Park

Controlled SD discharge locations

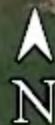
Site Drain

W-2700 S

S-2000 W

Stoker Park

Controlled SD discharge locations



S 1250 W

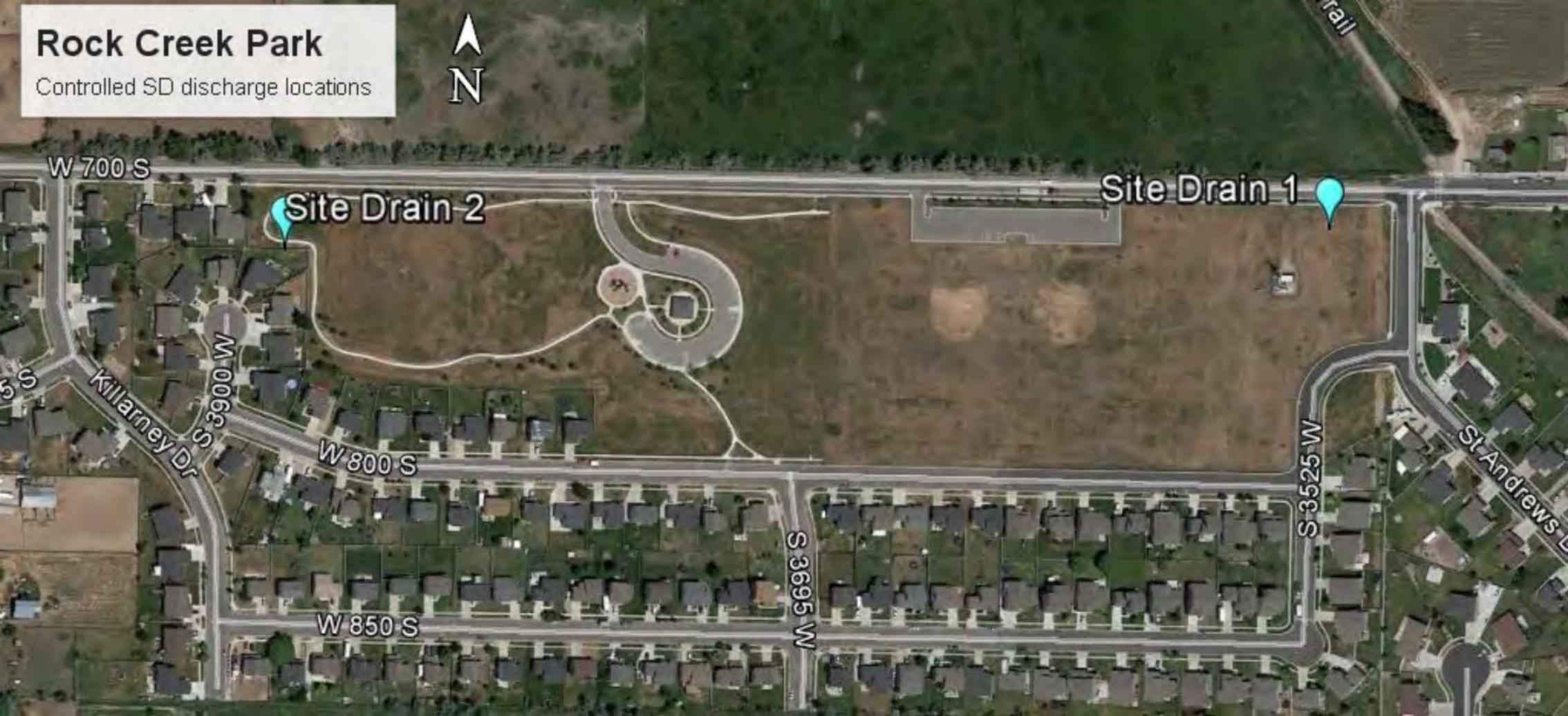
Site Drain 1

Site Drain 2

W 1575 S

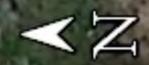
Rock Creek Park

Controlled SD discharge locations



Syracuse City

Public Works Facility SWPPP



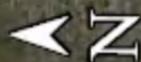
Legend

- A** Absorbant
- D** Dumpster
- F** Fuel
- G** Granular Storage
- I** Inlet
- Q** Liquid Storage
- L** Loading Area
- M** Maintenance
- Office** Office
- Outfall to Ditch
- SD Pipe
- Salt Storage
- S** Sewer
- Site Drainage
- Storage Shed
- oil-water box



Public Works

Controlled SD discharge locations



S 2400 W

Site Drain



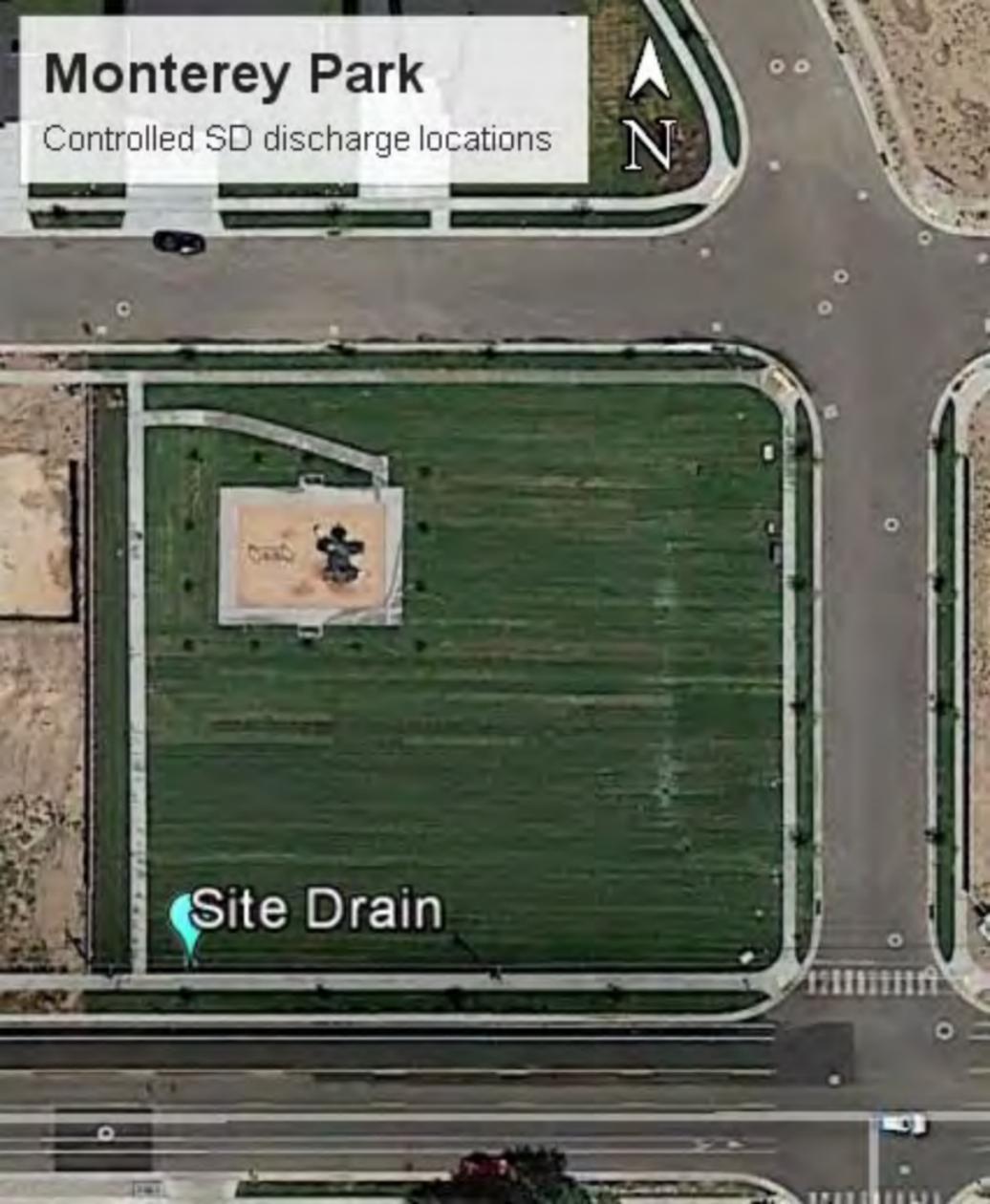
© 2018 Google
1:500

Monterey Park

Controlled SD discharge locations



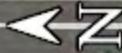
Site Drain



Linda Vista Park

Controlled SD discharge locations

S 1800 W



Site Drain

W 2700 S



Legacy Park

Controlled SD discharge locations



Site Drain

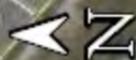


ton Way

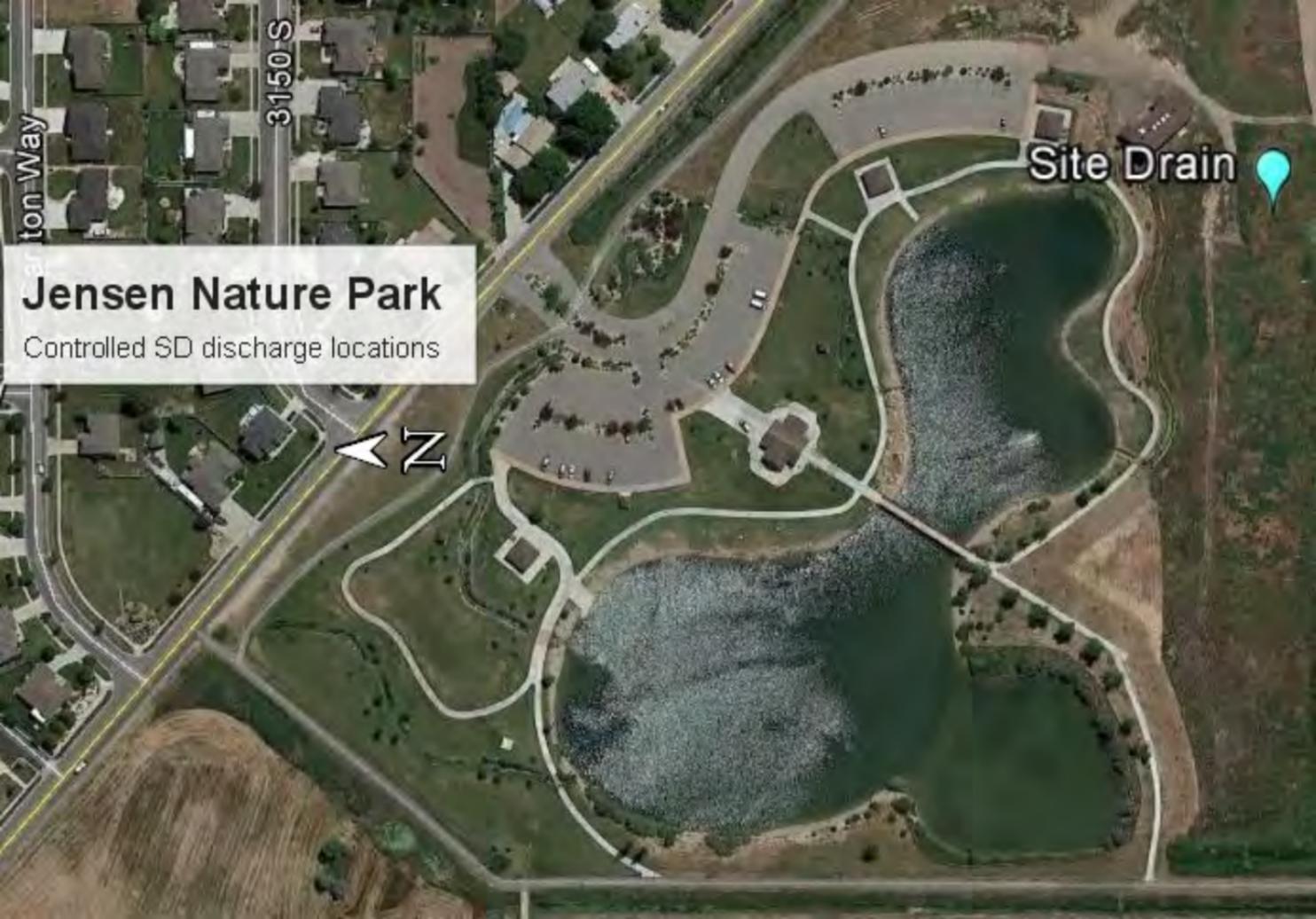
3150 S

Jensen Nature Park

Controlled SD discharge locations



Site Drain



Fremont Park

Controlled SD discharge locations



S-3000-W

Site Drain

Fremont Park

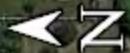
2830-W

W-2025-S



Founders Park

Controlled SD discharge locations



Barbury Dr

W-1500 S

W-1700 S

Site Drain

108



Fire Station

Controlled SD discharge locations



Site Drain

S 3000 W

Fremont Park

Community Center

Controlled SD discharge locations



Site Drain 1

Site Drain 2

Heritage Ln

00 S



Building

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Bond Fees						
Landscaping Bond	\$55.00 per Permit	NA NA				
Performance & Guaranty for Temporary Occupancy	100% of value	10% Administration Fee				
Plan Check Fees						
Residential	All Permitted Structures	40% Permit Fee	NA NA			
Residential - Duplicate multi-family structure		50% of original plan check fee				
NOTE: Applicable within 1 year of first permit issuance and within the same ICC code period						
Commercial	All Permitted Structures	65% Permit Fee	NA NA			
Building Investigation Fee	All Permitted Structures	100% % Permit Fee	NA NA			
Fire Sprinkler/Safety Plans	All Permitted Structures	\$75.00 Per Hour	NA NA			
Additional Plan Review Due to Revisions		\$56.40 Per Hour (1/2 hr min.)	NA NA			
General Building Valuation						
Building Value from \$1-1,000.00		\$56.40 ea. Unit	NA NA			
Building Value from \$1,001-2,000		\$56.40 ea. Unit	\$2.70 ea. addl. \$100 or fraction therof			
Building Value from \$2,001-25,000		\$83.40 ea. Unit	\$16.80 ea. addl. \$1000 or fraction therof			
Building Value from \$25,001-50,000		\$469.80 ea. Unit	\$12.11 ea. addl. \$1000 or fraction therof			
Building Value from \$50,001-100,000		\$772.55 ea. Unit	\$8.40 ea. addl. \$1000 or fraction therof			
Building Value from \$100,001-500,000		\$1,192.55 ea. Unit	\$6.72 ea. addl. \$1000 or fraction therof			
Building Value from \$501,000-1,000,000		\$3,880.55 ea. Unit	\$5.70 ea. addl. \$1000 or fraction therof			
Building Value from \$1,000,000.00+		\$6,730.55 ea. Unit	\$4.65 ea. addl. \$1000 or fraction therof			
Pools, Tubs & Spas						
Public Pool		Bid Price ea. Unit	NA NA			
Private Pool - In Ground		Bid Price ea. Unit	NA NA			
Private Pool - Above Ground Temporary		\$56.40 ea. Unit				
Private Pool - Above Ground Permanent		Bid Price ea. Unit	NA NA			
Storage Sheds		Construction Value ea. Unit	NA NA			
Storage Sheds - Re-siding only		\$47.00 ea. Unit	NA NA			
State Fee (Surcharge)		1% of Permit Fee	NA NA			
Expired Permit						
Less Than to 180 days		65% Building Value	NA NA			
Greater than 180 Days but Less Than 1 Year		65% of Original Permit Cost	NA NA			
Greater Than 1 Year		100% of Original Permit Cost	NA NA			
Impact Fees						
Parks, Trails, and Recreation		\$2,393.56 Per Household				
Residential Transportation	Single Family Residence	\$743.00 Per Unit	NA NA			
Residential Transportation	Multi Family <= 4 units	\$488.00 Per Unit	NA NA			
Residential Transportation	Apartment > 4 units	\$379.00 Per Unit				
Residential Transportation	Mobile Home, RV Park	\$437.00 Per Unit				
Commercial Transportation						
General Commercial		\$2,703.00 Per 1,000 sf of GFA	NA NA			
Office/Institutional		\$1,085.00 Per 1,000 sf of GFA	NA NA			
Assisted Living		\$255.00 Per Bed	NA NA			
Hotel		\$444.00 Per Room	NA NA			
Industrial		\$612.00 Per 1,000 sf of GFA	NA NA			
Institutional	Church	\$685.00 Per 1,000 sf of GFA	NA NA			
Culinary Water						
¾" Line		\$966.00 ea. Unit	NA NA			
1" Line		\$1,610.00 ea. Unit	NA NA			
1½" Line		\$4,999.00 ea. Unit	NA NA			
2" Line		\$7,997.00 ea. Unit	NA NA			
3" Line		\$15,994.00 ea. Unit	NA NA			
4" Line		\$24,991.00 ea. Unit	NA NA			
6" Line		\$49,981.00 ea. Unit	NA NA			
8" Line		\$79,970.00 ea. Unit	NA NA			

Building

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Secondary Water - Residential						
4,000-7,000sf lot	\$523.03 ea. Unit	NA NA				
7,001-8,000sf lot	\$760.31 ea. Unit	NA NA				
8,001-9,000sf lot	\$883.18 ea. Unit	NA NA				
9,001-10,000sf lot	\$1,008.44 ea. Unit	NA NA				
10,001-11,000sf lot	\$1,135.85 ea. Unit	NA NA				
11,001-13,000sf lot	\$1,330.48 ea. Unit	NA NA				
13,001-15,000sf lot	\$1,595.85 ea. Unit	NA NA				
15,001-17,000sf lot	\$1,867.01 ea. Unit	NA NA				
17,001-19,000sf lot	\$2,143.25 ea. Unit	NA NA				
19,001-21,000sf lot	\$2,423.98 ea. Unit	NA NA				
21,001-23,000sf lot	\$2,708.76 ea. Unit	NA NA				
23,001-25,000sf lot	\$2,997.23 ea. Unit	NA NA				
25,001-27,000sf lot	\$3,289.06 ea. Unit	NA NA				
27,001-30,000sf lot	\$3,658.21 ea. Unit	NA NA				
30,001-33,000sf lot	\$4,107.02 ea. Unit	NA NA				
33,001-36,000sf lot	\$4,561.61 ea. Unit	NA NA				
36,001-39,000sf lot	\$5,021.48 ea. Unit	NA NA				
39,001-42,000sf lot	\$5,486.20 ea. Unit	NA NA				
42,001-45,000sf lot	\$5,955.43 ea. Unit	NA NA				
45,001-48000sf lot	\$6,428.84 ea. Unit	NA NA				
48,001-51,000sf lot	\$6,906.17 ea. Unit	NA NA				
51,001-54,000sf lot	\$7,387.17 ea. Unit	NA NA				
54,001-57,000sf lot	\$7,871.64 ea. Unit	NA NA				
57,001-60,000sf lot	\$8,359.39 ea. Unit	NA NA				
Secondary Water - Open Land in a Commercial Subdivision	\$0.17 sf of pervious area	NA NA				
Sewer - North Davis Sewer District (Fee)	\$3,000.00 per Connection	NA NA				
Sewer - Storm (ENR Construction Index)						
R1	\$4,748.00 per acre or 0.109 sf	NA NA				
R2	\$5,053.00 per acre or 0.116 sf	NA NA				
R3	\$5,532.00 per acre or 0.127 sf	NA NA				
R4	\$6,316.00 per acre or 0.145 sf	NA NA				
PRD	\$6,011.00 per acre or 0.138 sf	NA NA				
GC	\$11,369.00 per acre or 0.261 sf	NA NA				
C2	\$10,716.00 per acre or 0.246 sf	NA NA				
I1	\$11,369.00 per acre or 0.261 sf	NA NA				
A1	\$3,006.00 per acre or 0.069 sf	NA NA				
PO	\$11,369.00 per acre or 0.261 sf	NA NA				
Public Safety						
Residential	\$166.00 per application	NA NA				
Commercial	\$0.12 Per sf of building	NA NA				
Connection Fees						
Culinary Water						
3/4" Meter	\$325.00 ea. Unit	NA NA				
1" Meter	\$485.00 ea. Unit	NA NA				
1 1/2" Meter	\$680.00 ea. Unit	NA NA				
2" Meter	\$983.00 ea. Unit	NA NA				
3" Meter	\$1,699.50 ea. Unit	NA NA				
4" Meter	\$3,005.00 ea. Unit	NA NA				
6" Meter	\$4,782.00 ea. Unit	NA NA				
8" Meter	\$7,143.00 ea. Unit	NA NA				
Secondary Water						
3/4" Line	\$300.00 ea. Unit	NA NA				
1" Line	\$400.00 ea. Unit	NA NA				
1 1/2" Line	\$600.00 ea. Unit	NA NA				
2" Line	\$800.00 ea. Unit	NA NA				

Building

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
3" Line	\$1,200.00 ea. Unit	NA NA				
4" Line	\$1,600.00 ea. Unit	NA NA				
6" Line	\$2,000.00 ea. Unit	NA NA				
8" Line	\$2,400.00 ea. Unit	NA NA				
Sewer - North Davis Sewer District (Connection)	\$240.00 per Connection	NA NA				
Sewer - City Connection	\$300.00 ea. Unit	NA NA				
Review for 8" Main Line	\$250.00					
Inspection Fees						
Outside of normal business hours	\$56.40 per incident (2 hr min.)	NA NA				
Re-Inspections	\$56.40 per Hour	NA NA				
Plan Changes	2 x Plan Fee	NA NA				
Inspection with no fee indicated	\$56.40 per Hour (1/2 hour min.)	NA NA				
Additional Plan Reviews Due to Revisions	\$56.40 per Hour (1/2 hour min.)					
Miscellaneous/Requested Inspections	\$56.40 per Hour (1/2 hour min.)	NA NA				
Final Off-Site Inspection	\$15.00 per Lot	NA NA				
Final Off-Site Inspection Items						
Culinary Water	\$0.183 per lf	NA NA				
Secondary Water	\$0.124 per lf	NA NA				
Sanitary Sewer	\$0.183 per lf	NA NA				
Storm Drain	\$0.143 per lf	NA NA				
Land Drain	\$0.178 per lf	NA NA				
Curb and Gutter	\$0.038 per lf	NA NA				
Sidewalk	\$0.019 per lf	NA NA				
Road	\$0.111 per lf	NA NA				
Hydrant Test	\$10.00 per Hydrant	NA NA				
Smoke Test	\$6.00 per Lot	NA NA				
Streetlight	\$6.00 per Streetlight	NA NA				
Warranty Inspections						
First Final Warranty	\$50.00 per Project	NA NA				
Final Warranty Re-inspection (if punch list is complete)	\$50.00 per Project	NA NA				
Third Final Warranty	\$75.00 per Project	NA NA				
Fourth Final Warranty	\$100.00 per Project	NA NA				
3rd Party Project or Plan Review Fee	Variable Fee assessed to the project applicant					
Sign Permit Fees						
Permanent Attached	Sign Valuation per Sign	NA NA				
Temporary Attached	5 days max. \$35.00 per Sign	NA NA				
Permanent Detached	Sign Valuation Per Sign	State Fee per Sign				
Temporary Detached	5 days max. \$35.00 per Sign	NA NA				
Sign Reclamation fee (Illegal sign)	\$10.00 per Sign	NA NA				
Sign Reclamation fee (Repeat offenses)	\$40.00 per Sign	NA NA				

*All permits and reviews are subject to a 1% surcharge imposed by the State of Utah Division of Professional Licensure

**Not every situation is foreseen; fees may be based on bid amounts or the total number of inspections to complete a project

***A per inspection fee is calculated at \$56.40/inspection to offset the cost of additional inspections

Community Development All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Development Application Fees						
Commercial Site Plan*						
0-5 Acres	\$575.00 per Plan set	\$55.00 per Acre				
5.01-10 acres	\$1,585.00 per Plan set	\$173.00 per Acre				
10.01-15 acres	\$2,450.00 per Plan set	\$144.00 per Acre				
15.1-20 acres	\$3,170.00 per Plan set	\$115.00 per Acre				
> 20.1 acres	\$3,745.00 per Plan set	\$100.00 per Acre				
Each Revised Plan*	\$250.00 per Plan set	\$50.00 per Lot				
Site Plan Amendment (minor)	\$100.00 per Plan set	NA NA				
Site Plan Including Conditional use	\$650.00 per Plan set	\$55.00 per acre				
Site Plan Nonconforming Use/Lot Review Fee	\$35.00 per Plan set	NA NA				
Residential Development Plat*						
Concept Plan Review	\$225.00 per Plan set					
Revised Concept Plan	\$75.00 per Plan set					
Preliminary Plan	\$575.00 per Plan set	\$50.00 per Lot				
Each Revised Preliminary Plan	\$150.00 per Plan set	\$15.00 per Lot				
Final Plan	\$575.00 per Plan set	\$75.00 per Lot				
Each Revised Final Plan	\$250.00 per Plan set	\$50.00 per Lot				
Staff Review Fees						
Amended Subdivision	\$550.00 per Plan set	\$50.00 per Lot				
Residential Multi-Family	\$750.00 per Plan set	1.00% Bond Amount				
All Additional Reviews Required by Plan Changes	\$56.40 per Hour (1/2 hour min.)	\$0.00 NA				
Geologic Hazards Report Review	Bid Price Per Hour					
Administrative Fees						
Appeal to Board of Adjustments	\$200.00 per appeal	NA NA				
Plat Recording Fee (Per County Recorders Fee Schedule)	\$37.00 per Plat	\$1/lot + \$1/signature over 2 + \$1/each common space				
Payback or Reimbursement Agreement	\$500.00 per agreement	NA NA				
Application Fees						
General Plan Amendment	\$0.65					
Re-Zone	\$450.00 per Application	NA NA				
Conditional Use (Major)	\$425.00 per Application	\$0.00 NA				
Conditional Use (Minor)	\$100.00 per Application	Public Noticing Fees				
Conditional Use (Home Occupation with no customer visits to home)	\$100.00					
Conditional Use Extension or Modification (Major)	\$0.00					
Conditional Use Extension or Modification (Minor)	\$50.00 per Application	NA NA				
Agricultural Protection Area Designation	\$250.00 per Application	\$25.00 NA				
Annexation Petition and Review						
0-2 acres	\$230.00 per Application	\$173.00 per Acre				
2.1-5 acres	\$575.00 per Application	\$144.00 per Acre				
5.1-10 acres	\$1,007.00 per Application	\$115.00 per Acre				
> 10 acres	\$1,582.00 per Application	\$87.00 per Acre				
Easement Vacation Fee	\$200.00 Per Application	NA NA				
Home Occupation	\$25.00 per Application	NA NA				
Commercial Business	\$25.00 per Application	NA NA				
Public Noticing Fees						
Public Notice Signs	\$6.00 Per Sign					
Noticing Fee for impacted residents	\$1.00 Per Address					
Business License Fees						
Business License Amendment	\$5.00 per Application	NA NA				
Business License Listing	\$5.00 per copy	NA NA				
Home Occupation	\$75.00 per Application	NA NA				
Commercial Business (Temporary - 6 months Max.)	\$25.00 per Application	NA NA				
Fireworks Stands	\$50.00 per Application	\$ 200.00 10-day refundable clean-up deposit				
License Fee - Commercial Retail Business						
< 5,000 sf	\$75.00 per Application	NA NA				
5,001-10,000 sf	\$125.00 per Application	NA NA				
> 10,001 sf	\$350.00 per Application	NA NA				
License Fee - Commercial Business						
Professional Services	\$75.00 per Application	NA NA				
Sexually Oriented Business (SOB)						
Sexually Oriented Business (SOB)	\$950.00 per Application	NA NA				
Escort Services	\$950.00 per Application	NA NA				

Community Development All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed	Proposed	Base Fee	Additional Fee
			Base Fee	Additional Fee	Increase	Increase
Nude Entertainment Business	\$950.00 per Application	NA NA				
Nude Entertainment Employee	\$250.00 per Application	NA NA				
Semi-Nude Entertainment Business	\$950.00 per Application	NA NA				
Semi-nude Entertainment Employee	\$250.00 per Application	NA NA				
Nude Entertainment Employee (Outcall, on-site and non-performing nude entertainment/dancing agency employees)	\$250.00 per Application	NA NA				
Nude Dancing Agency	\$950.00 per Application	NA NA				
Semi-Nude Dancing Agency	\$950.00 per Application	NA NA				
Outcall Agency	\$950.00 per Application	NA NA				
Outcall Agency Employee (Off-site services)	\$250.00 per Application	NA NA				
Disclosure Application investigation	\$50.00 per Application	NA NA				
Outcall Agency Employee (Off-site services)	\$252.00 per Application	NA NA				
Application for 2+ Licenses at one time	\$20.00 per Application	Higher of applicable fees				
Outcall Agency Employee (Off-site services)	\$254.00 per Application	NA NA				
Solicitors/Mobile Sales/Vendors (annual fee)	\$25.00 per Application	NA NA				
License per solicitor	\$25.00 per Month	NA NA				
Alcoholic Beverages						
Class "A"	\$200.00 per Application	NA NA				
Class "B"	\$300.00 per Application	NA NA				
Pawn Shops	\$450.00 per Application	NA NA				
Duplicate Business License	\$5.00 per Application	NA NA				
Late Payment Fees						
Paid after Jan 31	50.00% of renewal fee					
Paid after Feb. 28	75.00% of renewal fee					
Paid after Mar 31	100.00% of renewal fee					
Fines						
Utility Excavation without a Permit	\$250.00 per Incident	NA NA				
Storm Water Pollution - Illicit Discharge	\$200.00 Per Incident					
Storm Water - Post construction BMP removal	\$100.00 Per BMP					
Construction Activity Without a Permit when required	\$100.00 per Incident	NA NA				
Operating without a business license	\$15.00 per Incident	Certified mailing costs				
Late Payment Fees	\$20.00 per month					
Weed Mowing (Code Enforcement)						
Class B - A parcel of 1/4 acre or less with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)			\$170.00			
Class C - A parcel greater than 1/4 acre, but less than 1/2 acre with weeds and/or a small amount of trash			\$180.00			
Class D - A parcel greater than 1/4 acre, but less than 1/2 acre with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)			\$205.00			
Class E - A parcel greater than 1/2 acre, but less than 3/4 acre with weeds and/or a small amount of trash			\$225.00			
Class F - A parcel greater than 1/2 acre, but less than 3/4 acre with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)			\$255.00			
Class G - A parcel greater than 3/4 acre, but less than 1 acre with weeds and/or a small amount of trash			\$262.50			
Class H - A parcel greater than 3/4 acre, but less than 1 acre with weeds and or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)			\$352.50			
Class I - A parcel greater than 1 acre, but less than 2 acres with weeds and/or a small amount of trash			\$375.00			
Class J - A parcel greater than 1 acre, but less than 2 acres with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)			\$412.50			
Class K - A parcel greater than 2 acres, but less than 3 acres with weeds and/or a small amount of trash			\$457.50			
Class L - A parcel greater than 2 acres, but less than 3 acres with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)			\$615.00			
Special Class - Special nuisances not easily classified requiring hourly fees for drivers, trucks, tractors, and hand work.			bids will be obtained from contractors.			
1/4 acre = 10,890 square feet						
1/2 acre = 21,780 square feet						
3/4 acre = 32,674 square feet						
1 acre = 43,560 square feet						
**All rates include dump fees						
Administration Fee for each subsequent weed mowing incident	\$50.00 per incident	NA NA				
Hourly Rates						
Weedeater	\$33.00					
Edger	\$33.00					
Leaf Blower	\$33.00					
Push Mower	\$36.00					
Small Riding Mower	\$43.50					
Large Riding Mower	\$52.50					
Tractor	\$75.00					
Truck/Trailer	\$82.50					
Tractor/Mower	\$78.00					
**Hourly rates include operator, equipment, and all incidentals required to complete the work.						

Community Development All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Excavation Permit Fees						
NOTE: Trench Repair Fees for Excavations between October 15th and May 15th are double fee shown						
Administrative Fee	\$47.00 per application					
Curb & Gutter Repair	\$20.00 per lf	NA NA				
Sidewalk Repair	\$10.00 per lf	NA NA				
Phone/Power/Cable Trench Repair Fee for Perpendicular Cuts						
26'-0" Wide Road (50' ROW)						
1'-0" to 13'-0" Cut	\$46.14 per Application	NA NA				
14'-0" to 26'-0" Cut	\$92.40 per Application	NA NA				
32'-0" Wide Road (50'-60' ROW)						
1'-0" to 16'-0" Cut	\$56.88 per Application	NA NA				
Cut 17'-0" to 32'-0" Cut	\$132.64 per Application	NA NA				
36'-0" Wide Road (60' ROW)						
1'-0" to 18'-0" Cut	\$63.96 per Application	NA NA				
19'-0" to 36'-0" Cut	\$127.92 per Application	NA NA				
42'-0" Wide Road (66' ROW)						
1'-0" to 21'-0" Cut	\$78.12 per Application	NA NA				
22'-0" to 42'-0" Cut	\$156.42 per Application	NA NA				
56'-0" Wide Road (80' ROW)						
1'-0" to 21'-0" Cut	\$78.12 per Application	NA NA				
22'-0" to 35'-0" Cut	\$127.92 per Application	NA NA				
36'-0" to 56'-0" Cut	\$198.80 per Application	NA NA				
Water Line Trench Repair Fee for Perpendicular Cuts						
26'-0" Wide Road (50' ROW)						
1'-0" to 13'-0" Cut	\$53.83 per Application	NA NA				
14'-0" to 26'-0" Cut	\$107.66 per Application	NA NA				
32'-0" Wide Road (50'-60' ROW)						
1'-0" to 16'-0" Cut	\$66.36 per Application	NA NA				
Cut 17'-0" to 32'-0" Cut	\$132.72 per Application	NA NA				
36'-0" Wide Road (60' ROW)						
1'-0" to 18'-0" Cut	\$74.62 per Application	NA NA				
19'-0" to 36'-0" Cut	\$149.24 per Application	NA NA				
42'-0" Wide Road (66' ROW)						
1'-0" to 21'-0" Cut	\$87.08 per Application	NA NA				
22'-0" to 42'-0" Cut	\$174.16 per Application	NA NA				
56'-0" Wide Road (80' ROW)						
1'-0" to 21'-0" Cut	\$87.08 per Application	NA NA				
22'-0" to 35'-0" Cut	\$145.46 per Application	NA NA				
36'-0" to 56'-0" Cut	\$232.12 per Application	NA NA				
Storm Drain Lines Trench Repair Fee for Perpendicular Cuts						
26'-0" Wide Road (50' ROW)						
1'-0" to 13'-0" Cut	\$61.52 per Application	NA NA				
14'-0" to 26'-0" Cut	\$123.04 per Application	NA NA				
32'-0" Wide Road (50'-60' ROW)						
1'-0" to 16'-0" Cut	\$75.84 per Application	NA NA				
Cut 17'-0" to 32'-0" Cut	\$151.68 per Application	NA NA				
36'-0" Wide Road (60' ROW)						
1'-0" to 18'-0" Cut	\$85.25 per Application	NA NA				
19'-0" to 36'-0" Cut	\$170.56 per Application	NA NA				
42'-0" Wide Road (66' ROW)						
1'-0" to 21'-0" Cut	\$99.52 per Application	NA NA				
22'-0" to 42'-0" Cut	\$199.04 per Application	NA NA				
56'-0" Wide Road (80' ROW)						
1'-0" to 21'-0" Cut	\$99.52 per Application	NA NA				
22'-0" to 35'-0" Cut	\$166.24 per Application	NA NA				
36'-0" to 56'-0" Cut	\$265.28 per Application	NA NA				
Sanitary Sewer Lines Trench Repair Fee for Perpendicular Cuts						
26'-0" Wide Road (50' ROW)						
1'-0" to 13'-0" Cut	\$69.21 per Application	NA NA				
14'-0" to 26'-0" Cut	\$138.24 per Application	NA NA				
32'-0" Wide Road (50'-60' ROW)						
1'-0" to 16'-0" Cut	\$85.32 per Application	NA NA				

Community Development All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Cut 17'-0" to 32'-0" Cut	\$170.64 per Application	NA NA				
36'-0" Wide Road (60' ROW)						
1'-0" to 18'-0" Cut	\$99.40 per Application	NA NA				
19'-0" to 36'-0" Cut	\$191.88 per Application	NA NA				
42'-0" Wide Road (66' ROW)						
1'-0" to 21'-0" Cut	\$111.96 per Application	NA NA				
22'-0" to 42'-0" Cut	\$223.92 per Application	NA NA				
56'-0" Wide Road (80' ROW)						
1'-0" to 21'-0" Cut	\$111.96 per Application	NA NA				
22'-0" to 35'-0" Cut	\$187.02 per Application	NA NA				
36'-0" to 56'-0" Cut	\$298.44 per Application	NA NA				
Combined Trench Repair Fee for Perpendicular Cuts	\$35.00					
26'-0" Wide Road (50' ROW)	Sign Valuation Per Sign					
1'-0" to 13'-0" Cut	\$76.80 per Application	NA NA				
14'-0" to 26'-0" Cut	\$153.60 per Application	NA NA				
32'-0" Wide Road (50'-60' ROW)						
1'-0" to 16'-0" Cut	\$94.80 per Application	NA NA				
Cut 17'-0" to 32'-0" Cut	\$189.60 per Application	NA NA				
36'-0" Wide Road (60' ROW)						
1'-0" to 18'-0" Cut	\$106.60 per Application	NA NA				
19'-0" to 36'-0" Cut	\$213.20 per Application	NA NA				
42'-0" Wide Road (66' ROW)						
1'-0" to 21'-0" Cut	\$124.40 per Application	NA NA				
22'-0" to 42'-0" Cut	\$248.80 per Application	NA NA				
56'-0" Wide Road (80' ROW)						
1'-0" to 21'-0" Cut	\$124.40 per Application	NA NA				
22'-0" to 35'-0" Cut	\$207.80 per Application	NA NA				
36'-0" to 56'-0" Cut	\$331.60 per Application	NA NA				
Trench Repair Fee for Parallel Cuts						
26'-0" Wide Road (50' ROW)						
1'-0" to 13'-0" Cut	\$3.85 per foot of resurface	NA NA				
14'-0" to 26'-0" Cut	\$7.70 per foot of resurface	NA NA				
32'-0" Wide Road (50'-60' ROW)						
1'-0" to 16'-0" Cut	\$4.74 per foot of resurface	NA NA				
Cut 17'-0" to 32'-0" Cut	\$9.47 per foot of resurface	NA NA				
36'-0" Wide Road (60' ROW)						
1'-0" to 18'-0" Cut	\$5.33 per foot of resurface	NA NA				
19'-0" to 36'-0" Cut	\$10.66 per foot of resurface	NA NA				
42'-0" Wide Road (66' ROW)						
1'-0" to 21'-0" Cut	\$6.22 per foot of resurface	NA NA				
22'-0" to 42'-0" Cut	\$12.44 per foot of resurface	NA NA				
56'-0" Wide Road (80' ROW)						
1'-0" to 21'-0" Cut	\$6.22 per foot of resurface	NA NA				
22'-0" to 35'-0" Cut	\$10.36 per foot of resurface	NA NA				
36'-0" to 56'-0" Cut	\$16.58 per foot of resurface	NA NA				

* Site Plan Review includes one (1) additional corrections review after first submittal

Storm Water Activity Permit Fees

Storm Water Permit Fees	\$50.00	Per application
Deposit - Storm Water Activity Permit	\$1,000.00	Per application

Utility Bill Advertising Fees

NOTE: See Resolution R11- for policies governing advertising on the Utility Bill

	Per Issue Rate		
Full page color ad (8.5" x 11")	\$850.00	\$1,200.00	per ad
Full page black and white ad (8.5" x 11")	\$400.00	\$600.00	per ad
Half page color ad	\$500.00	\$600.00	per ad
Half page black and white ad	\$250.00	\$300.00	per ad

Utilities *All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)*

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Utility Rates						
Garbage Service						
Service	\$9.95 per month	N/A NA				
New Garbage Can Set-up	\$100.00 ea. Unit	NA NA				
Extra Garbage Can (Limit 3)	\$7.20 ea. Unit	NA NA				
Green Waste Can	\$6.50 ea. Unit	N/A N/A				
Replacement Cost	\$90.00 per can	NA NA				
Early Return of Extra Can(s) - less than six (6) months	\$35.00 per can	NA NA				
Street Lighting (Effective May 1st, 2009)						
Street Lighting Power Fee	\$1.00 per month	NA NA				
Purchase of New Street Lights	\$0.32 per month	NA NA				
Parks Maintenance Fee	\$2.93 per month	NA NA				
Temporary Meter (New Construction)	\$30.00 per application	NA NA				
New Service (Does not include impact fee)	\$25.00 per application	NA NA				
Utility Account Transfer (within City limits)	\$15.00 per request	NA NA				
Late Fee on Delinquent Accounts	\$20.00 per incident	NA NA				
Request for Re-establishment of Service after Delinquency						
First Occurrence	\$35.00 per request	NA NA				
Subsequent Occurrences (Same Year)	\$50.00 per request	NA NA				
After Hours Re-connection of Service	\$35.00 per request	NA NA				
Deposit for Water Service						
Residential	\$75.00 per application	NA NA				
Commercial/Industrial/Multi-Family	\$100.00 per application	NA NA				
Culinary Water Service						
Private Pool - Above Ground Permanent	\$2.20 per 1,000 gallons					
Commercial Construction (not to be pro-rated)	\$2.20 per 1,000 gallons					
Commercial Service						
< 10,000 Gallons	\$16.50 per month	NA NA				
10,001-30,000 gallons	\$1.65 per 1,000 gallons	NA NA				
30,001-40,000 gallons	\$2.05 per 1,000 gallons	NA NA				
> 40,000 gallons	\$2.65 per 1,000 gallons	NA NA				
Residential Service (with secondary water)						
< 8,000 Gallons	\$16.50 per month	NA NA				
8,001 -15,000 gallons	\$2.05 per 1,000 gallons	NA NA				
> 15,000 gallons	\$2.45 per 1,000 gallons	NA NA				
Residential Service (without secondary water)						
< 8,000 Gallons	\$16.50 per month	NA NA				
8,001 -15,000 gallons	\$2.20 per 1,000 gallons	NA NA				
15,001-20,000 gallons	\$2.75 per 1,000 gallons	NA NA				
> 20,000 gallons	\$4.10 per 1,000 gallons	NA NA				
All Non-Residential Service						
< 8,000 Gallons	\$22.50 per month	NA NA				
8,001 -15,000 gallons	\$2.20 per 1,000 gallons	NA NA				
15,001-20,000 gallons	\$2.75 per 1,000 gallons	NA NA				
> 20,000 gallons	\$4.10 per 1,000 gallons	NA NA				
Secondary Water Service (rate based on 3/4" line size flow for any service larger than 1")						
3/4" line	\$15.50 per month	NA NA				
1" line	\$21.50 per month	NA NA				
1 1/2" line	\$58.00 per month	NA NA				
2" line	\$103.11 per month	NA NA				
3" line	\$184.50 per month	NA NA				

Utilities

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
4" line	\$412.44 per month	NA NA				
6" line	\$928.00 per month	NA NA				
8" line	\$1,649.78 per month	NA NA				
Hydrant Meter						
Meter Deposit	\$1,200.00 per application	NA NA				
Administrative Fee	\$30.00 per application	NA NA				
Hydrant Rental						
Short Term (up to 3 days)	\$8.00 per application	\$2.00 per 1,000 gallons				
Long Term (Monthly)	\$30.00 per month	\$2.00 per 1,000 gallons				
General Use Fee	\$2.20 per 1,000 gallons	NA NA				
Hydrant Flushing	\$250.00 per Flushing	\$2.18 per 1,000 gallons				
Sewer Service (Waste)						
Residential	\$20.80 per month	NA NA				
Commercial	\$20.80 per month	\$1.55 Per 1000 gallons over 5,500 gallons of water				
Sewer Service (Storm)						
Residential	\$4.55 per month	NA NA				
Commercial						
0 - 1 acre	\$6.35 per month	NA NA				
1.1 - 2 acres	\$12.75 per month	NA NA				
2.1 - 2 acres	\$19.10 per month	NA NA				
3.1 - 4 acres	\$25.45 per month	NA NA				
4.1 - 5 acres	\$31.80 per month	NA NA				
5.1 - 6 acres	\$38.20 per month	NA NA				
6.1 - 7 acres	\$44.55 per month	NA NA				
7.1 - 8 acres	\$50.90 per month	NA NA				
8.1 - 9 acres	\$57.25 per month	NA NA				
Each additional acre	\$6.35 per month	NA NA				
Secondary Water - Open Land in a Residential Subdivision	\$0.19 sf of pervious area	NA NA				
Public Works						
Sidewalk & Driveway Approach Replacement	\$45.00 per inspection	NA NA				
Street Sweeping (Contractor failure to clean)	\$515.00 per incident	Time & Material for City Personnel				
Fines						
Fines - Water Meter Tampering	\$35.00 per Incident	NA NA				

Parks & Recreation All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Community Center Fees						
Rental - after hours fee for all activities	\$15.00 per hour per staff member					
Rental - Gymnasium						
Resident	\$125.00 per hour per gym	\$650.00 per 8 hours per gym				
Non-resident	\$200.00 per hour per gym	\$950.00 per 8 hours per gym				
Rental - Classroom/Craft Room						
Resident	\$30.00 per hour per room	\$200.00 per 8 hours per room				
Non-resident	\$45.00 per hour per room	\$300.00 per 8 hours per room				
Memberships						
Children (Ages 5-13)						
Resident	\$1.00 per day	\$9.00 per month or \$50 per year				
Non-Resident	\$1.00 per day	\$11.00 per month or \$76 per year				
Youth (Ages 14-17)						
Resident	\$2.00 per day	\$18.00 per month or \$110 per year				
Non-Resident	\$2.00 per day	\$27.00 per month or \$193 per year				
Adults (Ages 18-59)						
Resident	\$2.00 per day	\$18.00 per month or \$110 per year				
Non-Resident	\$2.00 per day	\$27.00 per month or \$193 per year				
Seniors (Ages 60+)						
Resident	\$0.50 per day	\$7.00 per month or \$42 per year				
Non-Resident	\$0.50 per day	\$11.00 per month or \$76 per year				
Seniors Couples						
Resident	n/a per day	\$8.00 per month or \$58 per year				
Non-Resident	n/a per day	\$14.00 per month or \$111 per year				
Adult Couples						
Resident	n/a per day	\$30.00 per month or \$187 per year				
Non-Resident	n/a per day	\$49.00 per month or \$312 per year				
Families						
Resident	n/a per day	\$54.00 per month or \$259 per year				
Non-Resident	n/a per day	\$78.00 per month or \$405 per year				
Park Rental Fees						
Park Land Rental (Concessionaire)	\$250.00 per month	NA NA				
Athletic Fields						
Non-Recreational Play						
Resident	\$15.00 per field per hour	NA NA				
Non-Resident	\$25.00 per field per hour	NA NA				
Recreational Play Multi-day	Fee negotiated per Contract	NA NA				
Field Lighting	\$15.00 per hour per field	NA NA				
Boweries (except for Jensen and Legacy Parks)						
Parties of 150 or Less						
Resident	\$25.00 per (4) hour period	\$5.00 per hour for 5+ hours				
Non-Resident	\$50.00 per (4) hour period	\$10.00 per hour for 5+ hours				
Parties of 150 or More (Special Event)						
Resident	\$75.00 per (4) hour period	\$10.00 per hour for 5+ hours				
Non-Resident	\$125.00 per (4) hour period	\$20.00 per hour for 5+ hours				
Ice Rink Rental (Skate Rentals not included)	\$50.00 per 2 hour session					
Ice Skate Rentals						
Adults (ages 13 and up)	\$4.00 per hour	NA NA				
Children	\$3.00 per hour	NA NA				
Jensen Nature Park (Bowery)						
Resident	\$50.00 per (4) hour period	NA NA				
Non-Resident	\$75.00 per (4) hour period	NA NA				
Jensen Park Nature Center						
Resident - 1/2 Day	\$150.00 per rental	NA NA				
Resident - Whole Day	\$275.00 per rental	NA NA				
Non-resident - 1/2 Day	\$200.00 per rental	NA NA				
Non-resident - Whole Day	\$375.00 per rental	NA NA				

Parks & Recreation All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Legacy Park						
Resident	\$50.00 per (4) hour period	NA NA				
Non-Resident	\$75.00 per (4) hour period	NA NA				
Cancellation Fee	\$5.00 per cancellation	50% within 7 days, no refund under 3 days				
Heritage Days						
10 x 10 Booth	\$80.00 per booth	NA NA				
10 x 20 Booth	\$160.00 per booth	NA NA				
Power for Booth	\$12.00 per booth	NA NA				
Roving Vendor Permit						
Without a booth rental	\$50.00 per permit	NA NA				
With a booth rental	\$25.00 per permit	NA NA				
Parade Entry	\$15.00 per vehicle					
Late Fee	\$20.00 per application	NA NA				
Farmers Market Fees						
Prepared Food / Retail Sales	\$15 Per Week or \$150 per Season					
Cottage Food	\$10 Per Week or \$100 per Season					
Produce	\$5 Per Week or \$50 per Season					
Power Rental	\$10 Per Week or \$50 per Season					
Sports Programs						
Late Sign-up Fee	\$5.00 per person	NA NA				
Golf	\$56.00 per person	NA NA				
Tennis	\$31.00 per person	NA NA				
Football (Tackle)	\$120.00 per person	NA NA				
Adult Basketball	\$351.00 per team	NA NA				
Soccer (Fall/Spring)						
Resident	\$46.00 per person	NA NA				
Non-Resident	\$61.00 per person	NA NA				
Baseball/Softball						
T-ball / Coach Pitch						
Resident	\$40.00 per person	NA NA				
Non-Resident	\$55.00 per person	NA NA				
Machine Pitch						
Resident	\$45.00 per person	NA NA				
Non-Resident	\$60.00 per person	NA NA				
Minor League/Major League						
Resident	\$50.00 per person	NA NA				
Non-Resident	\$65.00 per person	NA NA				
Junior High School						
Resident	\$55.00 per person	NA NA				
Non-Resident	\$70.00 per person	NA NA				
Basketball						
1st-6th grades (Jr Jazz)						
Resident	\$52.00 per person	NA NA				
Non-Resident	\$67.00 per person	NA NA				
7th-12th grades (Jr Jazz)						
Resident	\$57.00 per person	NA NA				
Non-Resident	\$72.00 per person	NA NA				
Itty Bitty						
Resident	\$40.00 per person	NA NA				
Non-Resident	\$55.00 per person	NA NA				
Equipment Rental						
Performance Stage	\$900.00 per day					

Cemetery

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Basic Fees						
Plot Purchase						
Resident	\$500.00					
Non-Resident	\$1,000.00					
Plot Purchase - half/infant/urn						
Resident	\$250.00					
Non-Resident	\$500.00					
Interment - Adult						
Resident	\$300.00					
Non-Resident	\$700.00					
Interment - Child						
Resident	\$175.00					
Non-Resident	\$400.00					
Interment - Urn or Infant						
Resident	\$100.00					
Non-Resident	\$200.00					
Interment - Weekend or Holiday						
Resident	\$200.00					
Non-Resident	\$200.00					
Disinterment						
Resident	\$400.00					
Non-Resident	\$400.00					
Monument Move (Flat Monument)						
Resident	\$50.00					
Non-Resident	\$50.00					
Monument Move (Upright Monument)						
Resident	\$250.00					
Non-Resident	\$250.00					
Position Transfer Fee						
Resident	\$35.00					
Non-Resident	\$35.00					
After Hours fee (3:00 p.m.)						
Resident	\$100.00					
Non-Resident	\$100.00					
Cemetery Certificate Replacement	\$10.00	Per Additional Certificate				

Public Safety & Public Works

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Fire Department						
Ambulance Stand-By Fee (for-profit special events)	\$36.00 per hour					
CERT Special Class fee for additional classes requested by organizations outside of regular scheduled classes	\$200.00 per class					
Equipment issued during CERT Class	\$25.00					
Fire Report	\$10.00					
Fire Report with pictures	\$50.00					
CPR/ First Aid Course						
Resident	\$10.00					
Non-Resident	\$20.00					
Off-site CPR, First Aid, or AED Training course	\$200.00 per class					
Children's Bike Helmets	\$10.00					
Police Department						
Fingerprinting						
Resident	\$10.00 per card					
Non-Resident	\$15.00 per card					
Police contract services (i.e. special events, interagency, etc)						
Admin Fee - staffing costs	\$20.00 per event					
Each officer	\$55.00 per hour					
Police Report	\$10.00					
Police Report with any pictures/CD/DVD	\$50.00					
Good Conduct Letter Request	\$5.00 per letter					
Defensive Driving Course ordered by Justice Court	\$30.00					
Annual sex offender registration fee	\$25.00 Per Registration					
Emergency Services						
Base Fee and Mileage Rate		As per State approved Utah Health Department Rates				
Surcharges (Emergency, night service, off-road)						
Special Provisions (wait time, non-transport)						
Medical Supplies						
Hardship Waivers for Emergency Services		As per City Council Resolution R14-39				
Public Works Department						
Public Works contract services (i.e. staffing, capital projects, interagency, etc)						
Staffing costs	\$75.00 minimum up to 1st hour			\$75.00 per hour after 1st hour		
Heavy equipment costs	\$100.00 minimum up to 1st hour			\$100.00 per hour after 1st hour		
**Rate billed by the City includes time for mobilization and demobilization.						
Street Light Installation Charge - Charged to new development		Actual cost of installation				

Miscellaneous

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Faxes						
Local	\$2.00 per call	NA NA				
Long Distance	\$1.00 per page	\$0.10 NA				
Copies						
8 1/2 " x 11" - single sheet B&W	\$0.25 per sheet	NA NA				
8 1/2 " x 11" - single sheet Color	\$0.50 per sheet	NA NA				
11 " x 17" - single sheet B&W	\$0.50					
11 " x 17" - single sheet Color	\$1.00					
24" x 36"	\$2.00 per sheet	NA NA				
Off-site Printing	Actual Cost	NA NA				
Post Office Supplies						
Stamps, Packages, Boxes, etc.	As per approved USPS prices					
Bubble Wrap	\$3.29					
Packing Tape Dispensers	\$3.49					
Mailing Carton 12" x 10" x 8"	\$2.19					
Mailing Carton 15"x12"x10"	\$3.49					
Mlg Ctn 9.0625" x 5.625" x 1.25" (DVD/Video)	\$2.59					
Mailing Carton 8" x 8" x 8"	\$1.99					
Mailing Carton 5.75" x 5.25" x 1" (CD Mailer)	\$2.19					
Photo/Doc Mlr 9.75" x 12.25" (Chipboard)	\$1.59					
Cushion Mailer 6" x 10"	\$1.19					
Cushion Mailer 8.5" x 12"	\$1.59					
Cushion Mailer 10.5" x 16"	\$1.89					
Photo/Doc Mailer 6" x 10" (Chipboard)	\$1.49					
Photo/Doc Mlr 6.5" x 9.5" Corr-Ins peel adh	\$1.69					
Photo/Doc Mlr 9.5" x 12.5" Corr-Ins peel adh	\$2.19					
Bubble Mailer 6" x 10"	\$1.49					
Bubble Mailer 10.5" x 16"	\$2.19					
Bubble Mailer 8.5" x 12"	\$1.79					
Bubble Mailer 12.5" x 19"	\$2.59					
Envelope 6" x 9"	\$0.49					
Utility Mailer 10.5" x 16"	\$1.19					
Administrative Reports & Documents						
Financial Report						
First Copy	No Charge per report	NA NA				
Additional	\$5.00 per report	NA NA				
Budget Document						
First Copy	No Charge per report	NA NA				
Additional	\$5.00 per report	NA NA				
Audio Recordings on CD	\$10.00 per CD	NA NA				
Certification of Copies	\$2.00 per copy	NA NA				
GRAMA Records Request						
Research, compilation, editing etc.	\$0.00 per minute (first 30 min)	\$15.00 per hour (31+ minutes)				
Passport Photos			\$10.00	per photo	NA NA	
Passport Acceptance Fee			\$25.00	per application	NA NA	
Passport Expedited Shipping Fee			\$25.00	per application	NA NA	
Notarization	\$5.00 per stamp	NA NA				
Subdivision Ordinance Book						
Entire Book	\$15.00 per book	NA NA				
Per Chapter	\$1.50 per chapter	NA NA				
General Plan Book	\$15.00 per book	NA NA				
Maps (includes Zoning, General Plan, Garbage Pick-up, Master Transportation etc.)						
8 1/2 " x 11" Size A	\$3.00 per map	NA NA				
11" x 17" Size B	\$5.00 per map	NA NA				
17" x 22" Size C	\$8.00 per map	NA NA				
22" x 34" Size D	\$15.00 per map	NA NA				
34" x 44" Size E	\$17.00 per map	NA NA				
Custom	\$3.00 per sf	\$10.00 Minimum				
Map Research & Compilation	\$50.00 per hour					

Miscellaneous

All Fees Are Effective July 1, 2016 Except As Noted (All fees paid with credit card are subject to 1% fee)

Fee Description	Current Base Fee	Additional Fee	Proposed Base Fee	Proposed Additional Fee	Base Fee Increase	Additional Fee Increase
Maps on disk	\$10.00 per disk	NA NA				
Collections						
Returned Check Fee	\$20.00 per check	NA NA				
Warrant Collection Fee	2.75% of outstanding warrant balance					
Outside Collection Agency Fee	25.00% of balance owed to City					
Candidate Filing Fee for Public Office	\$25.00 per application	NA NA				
City Hall Lobby Rental						
Small Events (< 25 persons - no food present)						
Resident	\$50.00 per rental	\$0.00 per hour				
Non-resident	\$75.00 per rental	\$0.00 per hour				
Small Events (< 25 persons - with food present)						
Resident	\$100.00 per rental	\$35.00 per hour				
Non-resident	\$150.00 per rental	\$35.00 per hour				
Large Events (> 25 persons - no food present)						
Resident	\$300.00 per rental	\$35.00 per hour				
Non-resident	\$450.00 per rental	\$35.00 per hour				
Large Events (> 25 persons - with food present)						
Resident	\$300.00 per rental	\$35.00 per hour				
Non-resident	\$450.00 per rental	\$35.00 per hour				
City Hall Chambers Rental						
Small Events (< 25 persons - no food present)						
Resident	\$100.00 per rental	\$35.00 per hour for staffing				
Non-resident	\$150.00 per rental	\$40.00 per hour for staffing				
Large Events (< 25 persons - no food present)						
Resident	\$300.00 per rental	\$40.00 per hour				
Non-resident	\$450.00 per rental	\$45.00 per hour				
City Hall Lobby and Chambers Rental						
Small Events (< 25 persons - no food present)						
Resident	\$150.00 per rental	\$35.00 per hour				
Non-resident	\$200.00 per rental	\$40.00 per hour				
Small Events (< 25 persons - with food present)						
Resident	\$200.00 per rental	\$40.00 per hour				
Non-resident	\$250.00 per rental	\$45.00 per hour				
Large Events (> 25 persons - no food present)						
Resident	\$350.00 per rental	\$50.00 per hour				
Non-resident	\$400.00 per rental	\$55.00 per hour				
Large Events (> 25 persons - with food present)						
Resident	\$450.00 per rental	\$55.00 per hour				
Non-resident	\$500.00 per rental	\$60.00 per hour				
Miscellaneous						
Sale of Mulch	\$25.00 per cubic yard					
Sale of Dirt						
Resident	\$20.00 per cubic yard	\$30.00 Delivery Fee				
Non-resident	\$25.00 per cubic yard	\$40.00 Delivery Fee				
Car Restoration Permit			\$25.00	per car	\$15.00	renewal



COUNCIL AGENDA

June 14, 2016

Agenda Item #17

Public Hearing: Proposed Resolution R16-33 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.

- With our bond refinance in March 2016, we have to show the gross bond proceeds as revenue to the city and a corresponding bond principal payment and bond fees expense to show the retirement of the old bonds. This is a net zero cost to the city. The proposed budget opening requests the following changes:
 - Increase bond proceeds revenue by **\$11,300,000**
 - Increase bond principal payment by **\$11,136,000**
 - Increase bond fees expense by **\$164,000**.
 - **Net change to the MBA fund is \$0.**

Recommendation:

Approve the resolution adjusting the Syracuse City Budget for Fiscal Year ending June 30, 2016.

Syracuse City

FY2016 - June Budget Opening



	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Increase / (Decrease)</u>
MBA Fund			
<u>REVENUE ADJUSTMENTS:</u>			
Bond Proceeds (Refinance of MBA Bonds)	-	11,300,000.00	11,300,000.00
			<u>11,300,000.00</u>
<u>EXPENDITURE ADJUSTMENTS:</u>			
Bond Principal Payments	794,000.00	11,930,000.00	11,136,000.00
Bond Fees (Refinance of MBA Bonds)	10,610.00	174,610.00	164,000.00
			<u>11,300,000.00</u>
	<u>Revenue</u>	<u>Expenses</u>	
MBA Fund net change	11,300,000.00	11,300,000.00	-
Beginning fund shortage			(8,100.00)
Overall fund surplus to add to fund balance			<u>(8,100.00)</u>
	Estimated Ending Cash Balance	\$387	



COUNCIL AGENDA

June 14, 2016

Agenda Item #18 Interlocal Agreement for Animal Control Services

Factual Summation

- Any question regarding this agenda item may be directed at City Manager Brody Bovero.
- Please see attached Memorandum and Supporting documentation provided by Brody Bovero.
- Please see attached Draft Interlocal Agreement with Davis County. Also attached is a letter from Davis County regarding the capital improvement line item that is included in the contract.

Outline of Agreement

- Following the County's proposal to shift the majority (90%) of the animal control service costs to the cities, the city managers in Davis County convened a meeting to discuss the issue. In conjunction with the desires of each city's elected bodies, the group decided to open a dialogue with the County regarding both operational costs and capital needs in hopes to find a preferred scenario for providing animal control services to residents. This contract is the result of that dialogue with the County.
- The agreement authorizes the County to provide animal control services within Syracuse City, including enforcement of the City's animal control ordinances.
- Prosecution for violations of the animal control policy will be the responsibility of the City.
- Animal Control will be funded from the following sources:
 - Davis County general fund
 - Cities within the interlocal agreement
 - Fines, fees, and other collections by Davis County Animal Control
 - Donations

- The cities will be responsible for 50% of the projected expenses, after subtracting the revenue received by the County from licenses, fees, etc.
- Syracuse City's obligation will be based on the City's proportion of animal control calls for services, compared with all calls for service county-wide.
- Wild and nuisance animals are billed separately at \$25.75 per call.
- A 5-year capital projects fund is established at \$562,000 and will be funded 50% by the cities, at 20% of each city's obligation per year. The City's obligation is, again, calculated based on the proportional calls for service versus the entire County.
- An advisory committee is established to advise the County on budgetary issues. The committee is made up of 2 members from the County and 2 city managers recommended by the city managers group.
- Every two years, the County will conduct a fee/fine survey to ensure rates are set at market levels.
- The term of the agreement is through December 31, 2020.
- Either party may terminate the agreement.
- Each party holds the other party harmless and indemnifies the other party.
- The 2016 Calendar year contract amount for the City is:
 - Usage Rate-Based Cost: \$52,514.93
 - Wild Life Calls: \$2,214.50
 - Capital Project Fund: \$4,282.44
 - **Total:** **\$59,011.87**

Other Discussion

- Based on the average 880 calls for service, and an additional 86 calls for wild animals, it was determined that approximately 1,932 hours per year, or 37 hours per week, would be needed to cover animal control response in the City. Factoring in related personnel costs, such as equipment, uniform, etc., along with additional fees related to animal impoundment, veterinary fees, and other animal holding costs, the proposed contract amount with Davis County was found to be more advantageous to the City.

RESOLUTION R16-34

A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT WITH DAVIS COUNTY REGARDING ANIMAL SERVICES.

WHEREAS, the City has need of service for animal control, animal sheltering, investigation of nuisance animal complaints, and enforcement of animal codes within the City; and

WHEREAS, Davis County has agreed to provide this service for the citizens of our City, pursuant to the terms provided in an Interlocal Agreement; and

WHEREAS, the City and County are authorized, pursuant to Title, 11, Chapter 13 of the Utah Code, to enter into interlocal agreements for mutually beneficial purposes; and

WHEREAS, the City Council finds that the consideration provided for in the attached interlocal agreement is fair compensation for the services being provided; and

WHEREAS, the Council finds that execution of this interlocal agreement will be in the best interests of the City and provide for the improved safety and welfare of its residents,

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 Interlocal Cooperation Agreement for Animal Services, attached as “Exhibit A” and incorporated by this reference. The Agreement’s effective date shall be the earliest date on which the Agreement has satisfied the requirements of Title 11, Chapter 13 of the Utah Code.

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 14th DAY OF JUNE, 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”



Animal Care & Control

1422 East 600 North - Fruit Heights, Utah 84037
Telephone: (801) 444-2200 - TDD: (801) 451-3228 - Fax: (801) 444-2212

Dear City Manager,

Early in 2016 the County was approached by City managers to fund a reserve account that could be utilized to address the capital needs of the Animal Shelter. It was expected that this account would accumulate a balance through the years until enough monies are available to complete a project. There was additional discussion on how to determine the long-term needs of the shelter as well as funding requirements. It was agreed that these capital expenses would be equally shared 50/50 by the County and the Cities.

The County has since completed a study of the Davis County Animal Shelter. The purpose of this study was to determine what needed to be done to address outstanding capital issues within the building. The County Facilities Director had multiple vendors under state contract examine the animal shelter, indicating which areas were in most immediate need of attention. The following is what they found and their suggested fixes:

For several years the shelter's sewer drains in the dog kennel area have been backing up, creating a severe biohazard for employees and the animals. To find the issue, a camera was placed in the main drainage pipe and a majority of the sewer pipes were investigated. The camera showed a visible break in the main drainage pipe caused by erosion. This break is allowing waste to drain into gravel also causing waste to collect in these areas instead of flowing out. There were also severe "bellies" in the pipe where the pipe bottom had eroded away causing low spots where waste also collects.

The contractor's recommendation was to replace the main drainage pipe with a single open trough that runs the length of all the kennels, one that can be assessable if needed, yet flushed. The kennels in the middle row, which were constructed using a cinderblock wall system, will have to be removed and new kennels constructed. The cement floor will then need to be repaired throughout the main kennel area from all of the floor cuts and the removal of the cinderblock wall systems. The total estimated cost of this project is: \$265,000.00

In 2015 the County identified the animal shelter's HVAC system as inefficient and in need of replacement. This was confirmed in April 2016 when a HVAC unit almost caught on fire due to a failure on an over limit switch, causing smoke to be blown throughout the shelter. Evacuations were made and the fire department was dispatched.

The contractor recommended a replacement and new engineering for proper airflow for an animal shelter. Total estimated cost of this project is: \$150,000.00.

Other less essential items found were: Wall patching and painting, Key card system, door repairs and soffit and gutter repairs. Total estimated cost for these projects totaled: \$47,000.00.

A reserve for emergency capital expenses was requested by the County in the amount of \$100,000.

The payment amounts were created using the usage percentage calculated as follows:

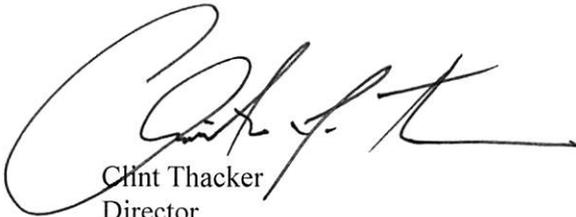
<u>Title/Category</u>	<u>Amount</u>
Total of Capital Projects Fund Regarding the Shelter:	\$562,000.00
Combined Cities' Portion of the Capital Projects Fund Regarding the Shelter:	\$281,000.00
2016 Obligation of the Combined Cities:	\$56,200.00
The City's 2015 Usage Rate:	(Example) 27.14%
The City's 2016 Calendar Year Obligation to the County:	(Example)\$15,252.68

The 2016 inter-local agreement was included with this letter. Please have the agreement reviewed and signed by your attorney, Mayor and City recorder.

Once signed, return the agreement to me and I will submit the agreement to the County Commissioners for final approval.

A copy of the fully executed agreement will be sent to you via email. If you need a signed original, please send me two signed copies of the agreement and one will be mailed back to you.

Thank you again for this equal partnership. If you have questions or concerns please let me know.



Clint Thacker
Director
Davis County Animal Care & Control

INTERLOCAL COOPERATION AGREEMENT FOR ANIMAL SERVICES

This Interlocal Cooperation Agreement for Animal Services (this “Agreement”) is made and entered into by and between Davis County, a political subdivision of the state of Utah (the “County”), and Syracuse City, a municipal corporation of the state of Utah (the “City”). The County and the City may be collectively referred to as the “Parties” herein or may be solely referred to as a “Party” herein.

Recitals

A. WHEREAS, the Parties, pursuant to Utah’s Interlocal Cooperation Act, which is codified at Title 11, Chapter 13, Utah Code Annotated (the “Act”), are authorized to enter into in this Agreement;

B. WHEREAS, the County, through its Animal Care and Control Department (the “Department”), provides animal care and control services within the limits of Davis County;

C. WHEREAS, the County owns, operates, and maintains the Davis County Animal Shelter located at 1422 East 600 North, Fruit Heights, Utah (the “Shelter”);

D. WHEREAS, the City desires to benefit from the Shelter and the County’s animal care and control services as specified in this Agreement; and

E. WHEREAS, the County desires to permit the City to benefit from the Shelter and the County’s animal care and control services as specified in this Agreement.

NOW, for and in consideration of the mutual promises, obligations, and/or covenants contained herein, and for other good and valuable consideration, the receipt, fairness, and sufficiency of which are hereby acknowledged, and the Parties intending to be legally bound, the Parties do hereby mutually agree as follows:

1. Services.

a. *General Services.* The County shall, and the City authorizes the County to, provide the following general services on behalf of the City and within the City’s limits in accordance with all applicable laws, ordinances, rules, regulations, or otherwise:

- 1) Enforce the City’s animal control ordinance;
- 2) Issue notices of violation of the City’s animal control ordinance;
- 3) Issue citations for violations of the City’s animal control ordinance;
- 4) Collect fees and costs pursuant to the City’s animal control ordinance;
- 5) Issue and/or sell dog licenses;
- 6) Manage a dog license program;
- 7) Provide regular animal control patrol coverage between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays;
- 8) Respond to non-emergency calls, requests, and/or complaints between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays;
- 9) Respond, generally within thirty minutes (subject to availability and location of personnel), to emergency calls, requests, and/or complaints involving animals twenty-four hours a day, seven days a week, three hundred sixty-five days a year, subject to the Department’s emergency call-out criteria and protocol;
- 10) Enforce all applicable laws, ordinances, rules, regulations, or otherwise relating to animal care and control services;
- 11) Impound animals when necessary and/or advisable, including, but not limited to, in accordance with the provisions of Title 6, Chapter 6.20, *Davis County Code* (as amended);

12) Pick up and dispose of dead domestic animals, excluding livestock and large wildlife;

13) Investigate all incidents involving actual or purported animal bites or rabies; and

14) Seek and, subject to approval by the City, receive the assistance and cooperation of the City's law enforcement officers while providing or performing the services described herein.

b. *Wildlife Services.* The County shall, and the City authorizes the County to, pick up and euthanize wild nuisance animals, such as raccoons and skunks, trapped within the City's limits in accordance with all applicable laws, ordinances, rules, regulations, or otherwise.

c. *Shelter Services.* The County shall, and the City authorizes the County to, operate and maintain the Shelter and provide temporary shelter and board for and hold and dispose of all stray or unwanted animals impounded within the City's limits and in accordance with all applicable laws, ordinances, rules, regulations, or otherwise.

2. Procedures and Prosecution. The County shall implement the following procedures in the administration and enforcement of the City's comprehensive animal control ordinance:

a. The County shall furnish all necessary receipt books and dog/cat tags for the City;

b. Receipts for dog licenses sold by County employees shall be issued by those County employees;

c. All fees and funds collected by County employees shall be immediately provided to the Department pursuant to Department policy, and the Department shall forward all fees and funds to the Davis County Clerk/Auditor pursuant to applicable County policy; and

d. Notices, citations or complaints for the violation of the City's comprehensive animal control ordinance shall be issued so that the person charged shall be required to appear before the appropriate court.

The prosecution of any citations or charges for the violation of the City's comprehensive animal control ordinance shall be the City's responsibility; not the County's responsibility. Any fines collected for such violations shall be retained by the City and court, as specified by law, and the County shall have no entitlement to such fines.

3. Funding for the Department and the Shelter. The Department and the Shelter shall be funded by:

a. The County from its general fund;

b. The compensation and cost reimbursements by the City, and all other participating Davis County cities or other entities, to the County;

c. The capital projects fund regarding the Shelter;

d. The fines, fees, costs, or otherwise collected under this Agreement; and

e. Donations made specifically for the benefit of the Department or the Shelter.

4. Compensation and Costs.

a. The City's calendar year obligation to the County, excluding calls for wild nuisance animal pick up and/or euthanization and the capital projects fund regarding the Shelter, is calculated based upon the following:

1) The combined obligation of all of the cities and/or entities within Davis County that receive animal care and control services from the County, excluding Hill Air Force Base (collectively, the "Combined Cities"), shall be 50% of the projected calendar year expenditures by Davis County for the Department for the applicable calendar year less the projected calendar year revenues by Davis County for the Department arising from licenses, shelter fees, surgical fees, wildlife fees and donations; and

2) The City's specific portion of the 50% obligation of the Combined Cities pursuant to Subsection 4.a.1) directly above shall be the average of the City's calls for animal care and control service for the two calendar years immediately prior divided by the average of all of the Combined Cities' calls for animal care and control service for the two calendar years immediately prior multiplied by the 50% obligation of the Combined Cities pursuant to Subsection 4.a.1) directly above.

The City's annual calendar year obligation to the County for this subsection shall be as set forth in Exhibit A, attached hereto and incorporated herein by this reference, which shall be amended by the Parties on an annual basis, but shall be consistent with Subsections 4.a.1) and 4.a.2) above.

b. The County shall be obligated to satisfy the shortfall between the actual amounts expended by the Department for each calendar year and all of the actual revenues for each calendar year. For example, if the Department's budget for a particular calendar year is \$1,900,000, but the actual amounts expended by the Department for the particular calendar year are \$2,000,000, and the projected revenues for the particular calendar year, including, but not limited to, the revenues generated from the Combined Cities, were \$1,000,000, but the actual revenues for the particular calendar year were \$900,000, then the County's obligation regarding the shortfall for the particular calendar year would equal \$1,100,000 ($2,000,000 - \$900,000 = \$1,100,000$), which is an increased obligation to the County of \$200,000, without any further obligation to any of the Combined Cities.

c. The City's calendar year obligation to the County for wild nuisance animal pick up and/or euthanization calls or services, as more fully described in Subsection 1.b. of this Agreement, is calculated based upon the City's total number of wild nuisance animal pick up and/or euthanization calls or services for the calendar year immediately prior multiplied by \$25.75 per call.

The City's annual calendar year obligation to the County for wild nuisance animal pick up and/or euthanization calls or services shall be as set forth in Exhibit A, attached hereto and incorporated herein by this referenced, which shall be amended by the Parties on an annual basis, but shall be consistent with Subsection 4.c. above.

5. Capital Projects Fund Regarding the Shelter.

a. The amount of the capital projects fund regarding the Shelter shall be \$562,000.00, which shall be funded 50% by the Combined Cities and 50% by the County. For each calendar year of this Agreement, the Combined Cities and the County shall each pay 20% of their total obligation so that by year five of this Agreement, the capital projects fund regarding the Shelter will be fully funded for the applicable five year period of this Agreement.

b. The City's specific portion of the Combined Cities' 50% obligation, pursuant to Subsection 5.a. directly above, shall be the average of the City's calls for animal care and control service for the two calendar years immediately prior divided by the average of all of the Combined Cities' calls for animal care and control service for the two calendar years immediately prior multiplied by the Combined Cities' 50% obligation, pursuant to Subsection 4.a. above.

The City's annual calendar year obligation to the County for this Section shall be set forth in Exhibit A, attached hereto and incorporated herein by this reference, which shall be amended by the Parties on an annual basis, but shall be consistent with Subsection 5.a. and 5.b. above.

6. Funds Received by the City. Any funds paid to, collected by, or received by the City for dog licenses, animal fines and/or fees, and/or animal care and control services, excluding any fines or costs levied or imposed by any court in any legal action commenced or prosecuted by the City, shall be paid and submitted by the City to the County, together with a descriptive record of such funds, within thirty calendar days of receipt of such funds.

7. Budget Advisory Committee. Within three months of the Effective Date (defined below) of this Agreement, a budget advisory committee, consisting of two representatives designated by the County and two City Managers recommended by the City Managers from the Combined Cities, shall be established for the purpose of advising on issues and matters relevant to the Department, including, but not limited to, the Department's budget proposals, capital requests, personnel requests, fee structure, and fine structure. This budget advisory committee shall function solely in an advisory capacity and shall have no binding authority regarding the County's decisions on budget, personnel, or otherwise.

8. Biennial Fee/Fine Survey. The County, through the Department, shall perform a fee/fine survey relevant to the Department on a biennial basis.

9. Effective Date of this Agreement. The Effective Date of this Agreement shall be on the earliest date after this Agreement satisfies the requirements of Title 11, Chapter 13, Utah Code Annotated (the "Effective Date").

10. Term of Agreement. The term of this Agreement shall begin upon the Effective Date of this Agreement and shall, subject to the termination and other provisions set forth herein, terminate on December 31, 2020 at 11:59 p.m. (the "Term"). The Parties may, by written amendment to this Agreement, extend the Term of this Agreement.

11. Termination of Agreement. This Agreement may be terminated prior to the completion of the Term by any of the following actions:

- a. The mutual written agreement of the Parties;
- b. By either party:
 - 1) After any material breach of this Agreement; and
 - 2) Thirty calendar days after the nonbreaching party sends a demand to the breaching party to cure such material breach, and the breaching party fails to timely cure such material breach; provided however, the cure period shall be extended as may be required beyond the thirty calendar days, if the nature of the cure is such that it reasonably requires more than thirty calendar days to cure the breach, and the breaching party commences the cure within the thirty calendar day period and thereafter continuously and diligently pursues the cure to completion; and
 - 3) After the notice to terminate this Agreement, which the non-breaching party shall provide to the breaching party, is effective pursuant to the notice provisions of this Agreement;

c. By either party, with or without cause, six months after the terminating party mails a written notice to terminate this Agreement to the nonterminating party pursuant to the notice provisions of this Agreement; or

d. As otherwise set forth in this Agreement or as permitted by law, ordinance, rule, regulation, or otherwise.

NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, THIS AGREEMENT IS SUBJECT TO ANNUAL APPROPRIATIONS BY THE PARTIES AND THE PARTIES SHALL EACH HAVE THE RIGHT TO TERMINATE THIS AGREEMENT, AT ANY TIME UPON WRITTEN NOTICE TO THE OTHER PARTY, IF ANNUAL APPROPRIATIONS, AS PART OF THE PARTY'S ANNUAL PUBLIC BUDGETING PROCESS, ARE NOT MADE BY THE PARTY TO ADEQUATELY OR SUFFICIENTLY PAY FOR THE OBLIGATIONS UNDER THIS AGREEMENT, WITHOUT FURTHER OBLIGATION OR LIABILITY TO THE TERMINATING PARTY UNDER THIS AGREEMENT.

12. Records. The County, through the Department, shall maintain books and records of the animal care and control services provided to the City under this Agreement. The books and records shall be maintained in a form and manner which is in compliance with the fiscal and administrative procedures of the County and required by the Office of the Davis County Clerk/Auditor. These books and records shall be available for examination or copying by the City during regular business hours and reasonable times. All records created, received, or held by the County, through the Department, shall be held, disposed of, and accessed subject to the *Government Records Access and Management Act*, codified at Title 63G, Chapter 2, *Utah Code Annotated*.

13. Reports. The County, through the Department, shall report to the City, on a quarterly basis, the animal care and control activities and services provided and performed under this Agreement.

14. Notices. Any notices that may or must be sent under the terms and/or provisions of this Agreement should be delivered, by hand delivery or by United States mail, postage prepaid, as follows, or as subsequently amended in writing:

<u>To the City:</u> Syracuse City Attention: City Manager 1979 W 1900 S Syracuse, UT 84075	<u>To the County:</u> Davis County Attn: Chair, Davis County Board of Commissioners P.O. Box 618 Farmington, UT 84025
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15. Damages. The Parties acknowledge, understand, and agree that, during the Term of this Agreement, the Parties are fully and solely responsible for any and all actions, activities, or business sponsored or conducted by the Parties.

16. Indemnification and Hold Harmless.

a. The City, for itself, and on behalf of its officers, officials, owners, members, managers, employees, agents, representatives, contractors, volunteers, and/or any person or persons under the supervision, direction, or control of the City (collectively, the "City Representatives"), agrees and promises to indemnify and hold harmless the County, as well as the County's officers, officials, employees, agents, representatives, contractors, and volunteers (collectively, the "County Representatives"), from and against any loss, damage, injury, liability, claim, action, cause of action, demand, expense, cost, fee, or otherwise (collectively, the "Claims") that may arise from, may be in connection with, or may relate in any way to the acts or omissions, negligent or otherwise, of the City and/or the City Representatives, whether or not the Claims are known or unknown, or are in law, equity, or otherwise. No term or condition of this Agreement, including, but not limited to, insurance that may be required under this Agreement, shall limit or waive any liability that the City may have arising from, in connection

with, or relating in any way to the acts or omissions, negligent or otherwise, of the City or the City Representatives.

b. The County, for itself, and on behalf of its officers, officials, owners, members, managers, employees, agents, representatives, contractors, volunteers, and/or any person or persons under the supervision, direction, or control of the County (collectively, the "County Representatives"), agrees and promises to indemnify and hold harmless the City, as well as the City's officers, officials, employees, agents, representatives, contractors, and volunteers (collectively, the "City Representatives"), from and against any loss, damage, injury, liability, claim, action, cause of action, demand, expense, cost, fee, or otherwise (collectively, the "Claims") that may arise from, may be in connection with, or may relate in any way to the acts or omissions, negligent or otherwise, of the County and/or the County Representatives, whether or not the Claims are known or unknown, or are in law, equity, or otherwise. No term or condition of this Agreement, including, but not limited to, insurance that may be required under this Agreement, shall limit or waive any liability that the County may have arising from, in connection with, or relating in any way to the acts or omissions, negligent or otherwise, of the County or the County Representatives.

17. Governmental Immunity. The Parties recognize and acknowledge that each Party is covered by the *Governmental Immunity Act of Utah*, codified at Section 63G-7-101, et seq., *Utah Code Annotated*, as amended, and nothing herein is intended to waive or modify any and all rights, defenses or provisions provided therein. Officers and employees performing services pursuant to this Agreement shall be deemed officers and employees of the Party employing their services, even if performing functions outside of the territorial limits of such party and shall be deemed officers and employees of such Party under the provisions of the *Utah Governmental Immunity Act*. Each Party shall be responsible and shall defend the action of its own employees, negligent or otherwise, performed pursuant to the provisions of this Agreement.

18. No Separate Legal Entity. No separate legal entity is created by this Agreement.

19. Approval. This Agreement shall be submitted to the authorized attorney for each Party for review and approval as to form in accordance with applicable provisions of Section 11-13-202.5, *Utah Code Annotated*, as amended. This Agreement shall be authorized and approved by resolution or ordinance of the legislative body of each Party in accordance with Section 11-13-202.5, *Utah Code Annotated*, as amended, and a duly executed original counterpart of this Agreement shall be filed with the keeper of records of each Party in accordance with Section 11-13-209, *Utah Code Annotated*, as amended.

20. Survival after Termination. Termination of this Agreement shall not extinguish or prejudice either Party's right to enforce this Agreement, or any term, provision, or promise under this Agreement, regarding insurance, indemnification, defense, save or hold harmless, or damages, with respect to any uncured breach or default of or under this Agreement.

21. Benefits. The Parties acknowledge, understand, and agree that the respective representatives, agents, contractors, officers, officials, members, employees, volunteers, and/or any person or persons under the supervision, direction, or control of a Party are not in any manner or degree employees of the other Party and shall have no right to and shall not be provided with any benefits from the other Party. County employees, while providing or performing services under or in connection with this Agreement, shall be deemed employees of the County for all purposes, including, but not limited to, workers compensation, withholding, salary, insurance, and benefits. City employees, while providing or performing services under or in connection with this Agreement, shall be deemed employees of the City for all purposes, including, but not limited to, workers compensation, withholding, salary, insurance, and benefits.

22. Waivers or Modification. No waiver or failure to enforce one or more parts or provisions of this Agreement shall be construed as a continuing waiver of any part or provision of this Agreement, which shall preclude the Parties from receiving the full, bargained for benefit under the terms and provisions of this Agreement. A waiver or modification of any of the provisions of this Agreement or of any breach thereof shall not constitute a waiver or modification of any other provision or breach, whether or not similar, and any such waiver or modification shall not constitute a continuing waiver. The rights of and available to each of the Parties under this Agreement cannot be waived or released verbally, and may be waived or released only by an instrument in writing, signed by the Party whose rights will be diminished or adversely affected by the waiver.

23. Binding Effect; Entire Agreement, Amendment. This Agreement is binding upon the Parties and their officers, directors, employees, agents, representatives and to all persons or entities claiming by, through or under them. This Agreement, including all attachments, if any, constitutes and/or represents the entire agreement and understanding between the Parties with respect to the subject matter herein. There are no other written or oral agreements, understandings, or promises between the Parties that are not set forth herein. Unless otherwise set forth herein, this Agreement supersedes and cancels all prior agreements, negotiations, and understandings between the Parties regarding the subject matter herein, whether written or oral, which are void, nullified and of no legal effect if they are not recited or addressed in this Agreement. Neither this Agreement nor any provisions hereof may be supplemented, amended, modified, changed, discharged, or terminated verbally. Rather, this Agreement and all provisions hereof may only be supplemented, amended, modified, changed, discharged, or terminated by an instrument in writing, signed by the Parties.

24. Force Majeure. In the event that either Party shall be delayed or hindered in or prevented from the performance of any act required under this Agreement by reason of acts of God, acts of the United States Government, the State of Utah Government, fires, floods, strikes, lock-outs, labor troubles, inability to procure materials, failure of power, inclement weather, restrictive governmental laws, ordinances, rules, regulations or otherwise, delays in or refusals to issue necessary governmental permits or licenses, riots, insurrection, wars, or other reasons of a like nature not the fault of the Party delayed in performing work or doing acts required under the terms of this Agreement, then performance of such act(s) shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay, without any liability to the delayed Party.

25. Assignment Restricted. The Parties agree that neither this Agreement nor the duties, obligations, responsibilities, or privileges herein may be assigned, transferred, or delegated, in whole or in part, without the prior written consent of both of the Parties.

26. Choice of Law; Jurisdiction; Venue. This Agreement and all matters, disputes, and/or claims arising out of, in connection with, or relating to this Agreement or its subject matter, formation or validity (including non-contractual matters, disputes, and/or claims) shall be governed by, construed, and interpreted in accordance with the laws of the state of Utah, without reference to conflict of law principals. The Parties irrevocably agree that the courts located in Davis County, State of Utah (or Salt Lake City, State of Utah, for claims that may only be litigated or resolved in the federal courts) shall have exclusive jurisdiction and be the exclusive venue with respect to any suit, action, proceeding, matter, dispute, and/or claim arising out of, in connection with, or relating to this Agreement, or its formation or validity. The Parties irrevocably submit to the exclusive jurisdiction and exclusive venue of the courts located in the State of Utah as set forth directly above. Anyone who unsuccessfully challenges the enforceability of this clause shall reimburse the prevailing Party for its attorneys' fees, and the Party prevailing in any such dispute shall be awarded its attorneys' fees.

27. Severability. If any part or provision of this Agreement is found to be invalid, prohibited, or unenforceable in any jurisdiction, such part or provision of this Agreement shall, as to such jurisdiction only, be inoperative, null and void to the extent of such invalidity, prohibition, or unenforceability without invalidating the remaining parts or provisions hereof, and any such invalidity, prohibition, or unenforceability in any jurisdiction shall not invalidate or render inoperative, null or void such part or provision in any other jurisdiction. Those parts or provisions of this Agreement, which are not invalid, prohibited, or unenforceable, shall remain in full force and effect.

28. Rights and Remedies Cumulative. The rights and remedies of the Parties under this Agreement shall be construed cumulatively, and none of the rights and/or remedies under this Agreement shall be exclusive of, or in lieu or limitation of, any other right, remedy or priority allowed by law, unless specifically set forth herein.

29. No Third-Party Beneficiaries. This Agreement is entered into by the Parties for the exclusive benefit of the Parties and their respective successors, assigns and affiliated persons referred to herein. Except and only to the extent provided by applicable statute, no creditor or other third party shall have any rights or interests or receive any benefits under this Agreement. Notwithstanding anything herein to the contrary, the County is expressly authorized by the City to enter into similar agreements with any or all of the other cities, or other governmental or quasi-governmental entities, located within Davis County.

30. Recitals Incorporated. The Recitals to this Agreement are incorporated herein by reference and made contractual in nature.

31. Headings. Headings contained in this Agreement are intended for convenience only and are in no way to be used to construe or limit the text herein.

32. Authorization. The persons executing this Agreement on behalf of a Party hereby represent and warrant that they are duly authorized and empowered to execute the same, that they have carefully read this Agreement, and that this Agreement represents a binding and enforceable obligation of such Party.

33. Counterparts. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered, shall be deemed an original, and all such counterparts taken together shall constitute one and the same Agreement.

[Signature Pages Follow]

WHEREFORE, the Parties have signed this Agreement on the dates set forth below.

SYRACUSE CITY

Mayor

Dated: _____

ATTEST:

Syracuse City Recorder

Dated: _____

APPROVED AS TO FORM AND LEGALITY:

Syracuse City Attorney

Dated: _____

DAVIS COUNTY

Chair, Davis County Board of Commissioners
Dated: _____

ATTEST:

Davis County Clerk/Auditor
Dated: _____

APPROVED AS TO FORM AND LEGALITY:

Davis County Attorney's Office, Civil Division
Dated: _____

EXHIBIT A

The City's 2016 calendar year obligation to the County for service calls, excluding calls for wild nuisance animal pick up and/or euthanization:

<u>Title/Category</u>	<u>Subtitle/Subcategory</u>	<u>Amount</u>
Budgeted 2016 Expenditures by Davis County for Animal Care and Control:	Personnel:	\$1,474,056
	Operating:	\$307,165
	Capital Equipment:	\$44,217
	Allocations:	+ \$69,811
	Total Expenditures:	<u>\$1,895,237</u>
Projected 2016 Revenues of Davis County Animal Care and Control:	Licenses	\$220,000
	Shelter Fees	\$190,000
	Surgical Fees	\$45,000
	Wildlife Fees	\$50,393
	Donations	+ \$11,500
	Total Revenues:	<u>\$516,893</u>
Projected 2016 Expenditures Less Projected 2016 Revenues:		\$1,895,237 <u>- \$516,893</u> \$1,378,345
Combined Cities' 50% Obligation:		\$1,378,345 <u>x 0.50</u> \$689,172
Average of the City's Total Billable Calls for 2014 and 2015:		880
Average of Combined Cities' Total Billable Calls for 2014 and 2015:		11,543
The City's 2015 Usage Rate:		880/ <u>11,543</u> 7.62%
The City's 2016 Calendar Year Obligation to the County:		\$52,514.93

The City shall pay the foregoing calendar year obligation to the County on a monthly basis and within thirty calendar days of receipt of a monthly invoice from the County.

The City's 2016 calendar year obligation to the County for wild nuisance animal pick up and/or euthanization calls or services:

<u>Title/Category</u>	<u>Frequency/Amount</u>
The City's Wildlife Calls for 2015	86
Cost to City for Each Wildlife Call in 2015	\$25.75
The City's 2016 Calendar Year Obligation to County for Wildlife Calls	\$2,214.50

The City shall pay its calendar year obligation to the County for wild nuisance animal pick up and/or euthanization calls or services on a monthly basis and within thirty calendar days of receipt of a monthly invoice from the County.

The City's 2016 calendar year obligation to the County
for the capital projects fund regarding the Shelter:

<u>Title/Category</u>	<u>Amount</u>
Total of Capital Projects Fund Regarding the Shelter:	\$562,000.00
Combined Cities' Portion of the Capital Projects Fund Regarding the Shelter:	\$281,000.00
2016 Obligation of the Combined Cities:	\$56,200.00
The City's 2015 Usage Rate:	7.62%
The City's 2016 Calendar Year Obligation to the County:	\$4,282.44

The City shall pay the foregoing calendar year obligation to the County on a monthly basis and within thirty calendar days of receipt of a monthly invoice from the County.



CITY COUNCIL BUSINESS SESSION

June 14, 2016

Agenda Item # 19

An Ordinance Amending Various Provisions of Titles 2 & 3 of the Syracuse Municipal Code Pertaining to Disorderly Conduct, Removal Proceedings, Youth Court, Youth City Council, Council Liaisons, and Volunteer Coordinators.

We have discussed these previously, and no changes have been made to these amendments since the last work meeting.

This ordinance adopts the following changes:

- Confirms that expulsion from a council meeting for disorderly conduct applies only to that meeting
- Confirms that removal proceedings must be initiated in accordance with state law, should an individual seek to permanently remove an elected official from that official's post
- Adopts provisions authorizing and governing Youth Court & Youth City Council
- Codifies the Council's practice of appointing liaisons to various organizations outside of the City, as well as to committees and commissions within the City's organization
- Establishes the position of Volunteer Coordinators (formerly called the Volunteer Committee) for Councilmembers to help facilitate community service within the City

Paul Roberts

ORDINANCE NO. 16-17

AN ORDINANCE AMENDING VARIOUS PROVISIONS OF TITLES 2 & 3 OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO DISORDERLY CONDUCT, REMOVAL PROCEEDINGS, YOUTH COURT, YOUTH CITY COUNCIL, COUNCIL LIAISONS, AND VOLUNTEER COORDINATORS.

WHEREAS, the City Council is authorized, pursuant to state law, to establish ordinances for the health, welfare, comfort and safety of its residents and those visiting the City; and

WHEREAS, the City Council intends to provide opportunities for young people in the City to participate in youth court and youth city council programs; and

WHEREAS, the Council also desires to establish governing code over liaison and volunteer coordination assignments given to Council members; and

WHEREAS, the Council desires to ensure its code conforms to the requirements of state code when it comes to expulsion of individuals from Council meetings and the removal of elected officials.

WHEREAS, the Council finds that the attached amendments are in the best interests of our community for the orderly conduct of business and fulfilling assignments by the Council.

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

Section 1. Amendments. The attached amendments to Titles 2 and 3 of the Syracuse Municipal Code are hereby adopted.

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 _____ DAY OF _____, 2016.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

Mayor Terry Palmer

Voting by the City Council:

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

Exhibit A

2.10.150 Disorderly conduct - Removal.

A. The City Council may fine or expel any members of the Governing Body from a meeting for disorderly conduct during that meeting, upon an affirmative majority vote of those members present. The City Council may also, upon an affirmative majority vote of those members present, expel any person who is disorderly during any regular, study, or special meeting of the City Council.

B. The removal of members of City Council shall be done in accordance with Utah law.

2.10.190 Youth Court & Youth City Council.

A. The City may establish programs for youth court and youth city council as a means of generating connections between teenagers and their local government.

B. Any interested high school age student who resides within Syracuse shall be permitted to participate in these programs, when they are organized and established. Adult advisors shall participate on a volunteer basis, and undergo a City volunteer screening processes, including a criminal background check.

C. Referral to youth court is subject to the discretion of investigating police officers, and participation is voluntary for the person being referred. Youth may be referred to the program if they are high school age students and admit to the charge. Sentencing in youth court shall be guided by principles of restorative justice and accountability.

D. The youth city council shall annually elect representatives to serve as youth mayor, assistant youth mayor, and secretary from among its members, serving one (1) year at a time with eligibility for a single re-election. The youth mayor presides at all meetings, but shall not have any other duties not held in common with other members.

E. The youth city council and youth court shall meet regularly as necessary to conduct business and shall keep a record of its resolutions, transactions, findings and determinations, as applicable. Records of youth court proceedings are designated as private pursuant to Utah records law.

2.10.200 Liaisons.

The Council may appoint individuals, including its own members, to serve as liaisons from the Council to outside committees, councils and organizations, such as the Syracuse Chamber of Commerce and Community Councils for schools located within Syracuse.

3.55 Volunteer Coordinators

3.55.010 Purpose.

Volunteer Coordinators connect those seeking to perform acts of community service with projects and needs within the City.

3.55.020 Duties and Responsibilities.

A. Volunteer Coordinators liaise with City staff to identify service projects and needs throughout the City on City property or in public areas. As those seeking service opportunities contact the City regarding potential service projects, Volunteer Coordinators provide existing service project ideas to the requestor, or may conduct additional inquiries into service opportunities.

B. Volunteer Coordinators may refer interested parties to appropriate City Departments, and may facilitate communication between that department and the party.

3.55.030 Appointment.

The City Council appoints Volunteer Coordinators from among sitting members of the Council. The Council may appoint non-Council members of the community to assist with volunteer coordination on a volunteer basis.



CITY COUNCIL REGULAR MEETING

June 14, 2016

Agenda Item # 20

Appointment Procedures – Proposed Ordinance 16-18 adopting Chapter 2.15 of the Syracuse City Municipal Code pertaining to appointment procedures.

The accompanying ordinance implements specific procedures related to appointments. Specifically, it adds sections to our Administrative Code governing the means by which appointments are made by the Mayor and Council.

Mayor with Advice & Consent

When the code calls for mayoral appointment, with advice and consent, the procedure is that the Mayor will first seek Council advice using a variety of methods. After seeking their advice, he submits the nominee to the Council at a regular or special meeting. If the voting councilmembers do not support the nominee by a majority vote, the Mayor identifies another nominee, until there is agreement between the Mayor and Council.

Council Appointments

When code identifies the Council as the appointing authority, the usual method for appointment is to discuss potential appointees during a work session. After this discussion, the item will come before the council in a regular or special meeting for an official vote.

Vacant Elected Positions

This section provides structure for times when the Council may need to fill a vacant elected position. In those cases, the public is notified of the need for an appointment, and questions may be submitted to all of the candidates by the City Recorder, in consultation with the Mayor and Council. The interested parties are invited to a regular or special council meeting, where they will be given five minutes to introduce themselves to the Council.

Based upon the written responses provided and the introduction, the Council will then narrow the field of candidates by ballot. Three ballots each will be distributed to Councilmembers with the Councilmember's name written on it. They will then cast their ballots, and the results will be read in the open meeting. Only one ballot may be cast for a candidate by each councilmember, although the councilmember may choose to cast only one ballot if they have a clear preference. Those who receive no votes will not advance to the next round. The remaining 1/3 of the candidates will move forward, based upon the number of ballots cast in their favor.

The second round will involve unscripted questions by the Council to individual candidates. At the conclusion of this round, discussion ensues and a motion is made to appoint one of the remaining candidates.

The candidate receiving a majority vote is immediately sworn in and may take part in the remaining business on the council agenda for the evening.

City Manager Appointment

The provisions of this section have changed since our work session. Those changes are to subsection D. Previously, it provided:

“The Mayor may remove the City Manager, with the advice and consent of the Council.”

That language has been replaced by:

“Removal of the City Manager shall proceed in accordance with section 2.25.020.”

That section allows either the Mayor or the Council to initiate removal proceedings. However, both must be in agreement in order for a Manager to be removed.

The remainder of the section has not changed. It seemed appropriate to have this section due to the unique provision in state code that permits the Mayor to participate as a voting member in the cases of manager appointment or removal.

Paul Roberts

ORDINANCE NO. 16-18

AN ORDINANCE ADOPTING CHAPTER 2.45 OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO APPOINTMENT PROCEDURES.

WHEREAS, the City Council is authorized, pursuant to state law, to establish ordinances for the health, welfare, comfort and safety of its residents and those visiting the City; and

WHEREAS, the Mayor and Council are authorized to make appointments in various provisions in state or city code; and

WHEREAS, the Council desires to establish procedures for the orderly appointment of those individuals; and

WHEREAS, the Council finds that the attached amendments are in the best interests of our community in order to provide for transparent and orderly appointments to boards, commissions, department positions, and other appointive offices.

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

Section 1. Amendments. The attached Chapter 2.45 is hereby adopted into the Syracuse Municipal Code.

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 _____ DAY OF _____, 2016.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

Mayor Terry Palmer

Voting by the City Council:

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

Exhibit A

2.45 Appointment Procedures.

2.45.010 Purpose

2.45.020 Appointment by Mayor with Advice and Consent of Council

2.45.030 Appointment by Council

2.45.040 Appointment to Vacant Elected Positions

2.45.050 Appointment or Removal of City Manager

2.45.010 Purpose.

The provisions of this chapter are meant to clarify the procedures applicable to appointments, to support an orderly and transparent process.

2.45.020 Appointment by Mayor with Advice and Consent of Council.

A. Each appointment designated in Syracuse City or Utah State Code as being made by the Mayor shall require the advice and consent of the City Council, as provided in this section.

B. Prior to seeking the Council's consent, the Mayor shall seek the Council's advice on potential nominees. This may be completed via written or electronic mail, personal or telephone conversations with individual councilmembers, discussion during Council meetings, or any other communication appropriate under state law.

C. After seeking advice, the Mayor shall submit a nominee to the Council for its approval during a regular or special meeting, which approval or denial shall proceed by motion supported by a majority vote.

D. If the Council approves the nominee, then a resolution providing advice and consent shall be executed and the individual shall be appointed.

E. If the Council denies the nominee, the Mayor shall diligently begin the process of locating another nominee for the Council's consideration, following the same procedure in subsection (C).

2.45.030 Appointments by the Council.

A. Each appointment designated in Syracuse City or Utah State Code as being made by the Council shall proceed by motion, supported by a majority vote.

B. Except in cases of emergency or urgent appointments, discussion of potential appointees by the City Council will ordinarily take place during at least one work meeting, where the list of

presumptive appointees shall be compiled and prepared for consideration at the next regular or special meeting. In cases where no clear consensus was reached during the work meeting, the resolution may include blanks next to the position to be filled.

C. Annual appointments shall be considered during a work session in January, followed by consideration of those presumptive appointees during the first regular Council meeting in February.

D. Discussion of vacancies in appointed positions generally should be scheduled for consideration at the next work meeting following the appointee's vacating the position.

2.45.040 Appointments to Vacant Elected Positions.

A. In cases of vacancies in an elected office of the City, the City shall follow the procedures provided in Utah State Code. The provisions of this section are meant to provide additional detail to the process, and not to override or conflict with state law.

B. Notice shall be provided to the public of the vacancy at least two weeks prior to the meeting at which the Council will consider candidates to fill a vacated position. The notice shall provide:

1. the date, time, and place of the meeting where the vacancy will be filled;
2. the person to whom a person interested in being appointed to fill the vacancy may submit the interested person's name for consideration; and
3. the deadline for submitting an interested person's name.

C. In addition to the individual's name, an individual who is interested in filling the vacancy shall be requested to provide written answers to questions which shall be prepared by the City Recorder, in consultation with the Mayor and Council.

D. Filling of vacancies to elected offices shall take place during a regular or special Council meeting, open to the public. The following procedures shall govern the interview process:

1. Introductions. Candidates shall each be allotted five minutes to introduce themselves to the Council and to provide answers to questions which have been prepared beforehand and submitted to the candidate prior to the meeting. Time limits shall be strictly enforced during this phase of the interview. After all candidates have been given the opportunity to address the Council, the Council may discuss any or all of the candidates.

2. Ballots. The voting members of the Council each shall be provided with three ballots, with the name of the voting councilmember included on the ballot. Ballots shall be cast by the Council members by writing the name of a candidate on the ballot. Councilmembers may only cast one ballot for each candidate, but may refrain from casting additional ballots if that councilmember wishes to support fewer than three

candidates. The ballots shall be collected by the City Recorder, tallied, and announced publicly, including the names of councilmembers who cast votes for the candidate.

3. Elimination of Candidates. A candidate who receives zero votes is eliminated from consideration. The number of candidates shall be reduced to at least thirty-three percent (33%) of the original pool of candidates who submitted their names for consideration. In the event multiple individuals have equal votes, such that the remaining candidate pool has not dropped below thirty-three percent (33%), a run-off vote will take place using the same procedure as subsection (D)(2), except that councilmembers will only have one ballot each. In cases of a tie vote during the elimination vote, the Mayor shall be entitled to cast the deciding vote.

4. Additional Questions. Candidates who remain eligible for consideration after ballot elimination shall be asked to answer additional questions from the Mayor and Council. These questions need not be standardized among all candidates. Each remaining candidate shall have an opportunity to answer the Council's questions. This phase of the interview should not exceed ten minutes per candidate. At the conclusion of the questioning phase, the Mayor shall request discussion from the Council.

5. Election by Motion. At the conclusion of discussion, any voting councilmember may move to appoint one of the remaining candidates to the vacant office. This motion must be supported by a majority of the council. In cases of a tie, the Mayor participates in the vote.

6. Appointment & Swearing in. Upon the affirmative vote of the Council, the selected individual is considered appointed, and shall be sworn in during the meeting. The newly appointed councilmember is immediately eligible to take part in any remaining Council business on that meeting's agenda.

2.45.050 Appointment or Removal of City Manager.

A. The City Manager serves at the pleasure of the Council, and is appointed or removed in accordance with this section and state law.

B. Selection Process. The Mayor shall consult with the Council in determining the best method to select the nominee, such as panel interviews, written responses to questions, or individual interviews.

C. Appointment. The Mayor may appoint an individual to fill the office of City Manager, with the advice and consent of the Council.

D. Removal. The Mayor may remove the City Manager, with the advice and consent of the Council.

E. Vote. The Mayor participates as a voting member of the Council in any vote to appoint or remove a City Manager. The vote is brought to the body by motion and requires a majority of votes to carry. If, in cases of appointment, a nominee is not appointed by the Council, then the Mayor shall diligently begin the process of selecting an alternate nominee for the Council's consideration.

F. Interim Vacancy Period. The Council may not appoint a manager during interim vacancy periods, as provided in Utah law, but an interim manager may be appointed by the Council until a new manager is appointed.



CITY COUNCIL REGULAR MEETING

June 14, 2016

Agenda Item # 21 Appointments to Certain Local Districts – Proposed Ordinance 16-19 amending Subsection 2.15.010(B) relating to appointments to local districts.

Accompanying this staff report are two conflicting ordinances. The first removes from the Mayor the power to appoint (with advice and consent) board members of the Sewer and Mosquito Abatement local districts. Under the proposed code, the Mayor would participate as a voting member after the motion is made. Additionally, it provides that any appointment to local districts which are occasioned by the resignation of a councilmember would need to take place after that person's successor is appointed. Because the Mayor's power will be restricted by this ordinance, pursuant to section 10-3b-302(1)(b) of the Utah Code, the Mayor participates as a voting member of the council. As expressed in a prior opinion, however, only a majority vote is necessary in order to enact this ordinance.

The second ordinance expressly provides that local district boards are included within the Mayor's powers to appoint with advice and consent, and requires that he solicit Council input during a Work Session prior to making the nomination.

As I mentioned in our previous work meeting, these ordinances are not compatible, so passing both of them would not be advisable. Both are legally defensible. If neither passes, then the Mayoral power to appoint with advice and consent will remain unchanged.

A motion to enact should therefore designate which ordinance is being adopted (A or B).

Paul Roberts

ORDINANCE 2016-19 A

AN ORDINANCE OF THE SYRACUSE CITY COUNCIL AMENDING SUB-SECTION 2.10.010(B), AND ENACTING SECTION 2.45.060, RELATING TO APPOINTMENTS TO CERTAIN LOCAL DISTRICTS.

WHEREAS, the City maintains board positions on the local districts of the North Davis Sewer District and Davis County Mosquito Abatement District; and

WHEREAS, Utah law provides that the legislative body of the City bears responsibility to appoint board members to those boards; and

WHEREAS, the Council finds that utilizing an appointment process by which nominations are made by motion, rather than submitted for consideration by the mayor for advice and consent, is a more correct process; and

WHEREAS, City code currently states that the mayor may, with advice and consent of the council, appoint individuals to boards; and

WHEREAS, the Council finds that this distinction between the procedures of appointments is necessary in light of the differences between these local district boards and other boards to which individuals may be appointed,

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

Section 2.10.010(B) of the Syracuse Municipal Code is amended, as follows:
(B) May:

- (1) Pass all ordinances and rules, and make all regulations, not repugnant to law, necessary for carrying into effect or discharging all powers and duties conferred by law, and as are necessary and proper to provide for the safety and preserve the health, and promote the prosperity, improve the morals, peace and good order, comfort, and convenience of the City and its inhabitants, and for the protection of property in the City;
- (2) Prescribe by resolution additional duties, powers, and responsibilities for any elected or appointed municipal official, unless prohibited by statute;
- (3) Require by ordinance that any or all appointed officers reside in the municipality;
- (4) Provide for filling a vacancy in an elective or appointive office;

(5) Notwithstanding section 2.15.010(B)(1), appoint individuals to serve on the board of trustees of improvement districts and mosquito abatement districts in compliance with state law, and as provided in section 2.45.030.

~~(5)~~ (6) Take any action allowed under Utah Code; and

~~(6)~~ (7) Perform any function specifically provided for by statute or necessarily implied by law.

And Section 2.45.060 is hereby enacted:

2.45.060 Appointment to Local Districts.

A. Prior to appointing individuals to any local district, the Council shall discuss the appointment in a work meeting, and schedule a public hearing to consider the issue at its next regular council meeting or a special meeting.

B. After conducting a public hearing, the Mayor shall open the issue to discussion among councilmembers. At the conclusion of discussion, the appointment shall be made by motion, which must be supported by a majority vote. The Mayor may participate in the appointment action as a voting member.

C. In the case of a vacancy in both an elected position and an appointed position which was previously filled by that elected official, the Council shall fill the vacancy in the elected seat, as provided in Section 2.45.040, prior to appointing an individual to fill the appointed position.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY,
STATE OF UTAH, this _____ day of _____, 2016.**

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, CMC
City Recorder

By: _____
Terry Palmer
Mayor

Voting by the City Council:

	“AYE”	“NAY”
Councilmember Bolduc	_____	_____
Councilmember Lisonbee	_____	_____
Councilmember Anderson	_____	_____
Councilmember Maughan	_____	_____
Councilmember Gailey	_____	_____
Mayor Palmer	_____	_____

ORDINANCE 2016-19 B

AN ORDINANCE OF THE SYRACUSE CITY COUNCIL AMENDING SUB-SECTION 2.15.010(B), RELATING TO APPOINTMENTS TO LOCAL DISTRICTS.

WHEREAS, the City maintains board positions on the local districts; and

WHEREAS, Utah law provides that the legislative body of the City bears responsibility to appoint board members to those boards; and

WHEREAS, the Council finds that it is necessary to confirm that local district boards are included the board and committee members who are appointed by the Mayor, with advice and consent of the Council; and

WHEREAS, the Council wishes to add a provision which requires the Mayor to seek input from the Council prior to making the nomination, during the first work meeting after the vacancy occurs,

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

Section 2.15.010(B) of the Syracuse Municipal Code is amended, as follows:

(B) The Mayor May:

(1) Appoint and remove the City Administrator; department heads; commission, board and committee members, including appointees to local district boards, with the advice and consent of the City Council, except as may otherwise be specifically limited by law;

(a) As it relates to appointments to local district boards, prior to submitting an appointment to the Council for consideration, the Mayor shall first seek input from the Council during the first work meeting after a vacancy occurs.

(2) Remit fines and forfeitures;

(3) Release a person imprisoned for violation of a municipal ordinance;

(4) Appoint or act as the budget officer for the purpose of fulfilling the requirements of the Uniform Municipal Fiscal Procedures Act for Utah cities;

(5) Appoint, with the advice and consent of the City Council, a qualified person to each appointed office deemed necessary for good government;

(6) Execute agreements within certified budget appropriations on behalf of the City, or delegate by written executive order the power to execute such agreements to executive officials, subject to the procedure described in Utah Code; and

(7) When necessary, call on the male residents of the City over the age of 21 years to assist in enforcing the laws of the state and ordinances of the City and may exercise within the City limits the power to suppress disorder and keep the peace as allowed by statute and the Constitutions of Utah and the United States.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY,
STATE OF UTAH, this _____ day of _____, 2016.**

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, CMC
City Recorder

By: _____
Terry Palmer
Mayor

Voting by the City Council:

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



SYRACUSE CITY

Syracuse City Redevelopment Agency Agenda

June 14, 2016 – immediately following the City Council Business Meeting, which begins at 6:00 p.m.

City Council Chambers

Municipal Building, 1979 W. 1900 S.

1. Meeting called to order
Adopt agenda
2. Public Hearing- Proposed Resolution RDA16-02 to adopt the annual budget for the Fiscal Year 2016-2017 as required by section 17A-2-1216(1), Utah Code Annotated, 1953.
3. 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 9<sup>th</sup> day of June, 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 June 9, 2016.

CASSIE Z. BROWN, CMC  
SYRACUSE CITY RECORDER



# RDA AGENDA

June 14, 2016

## Agenda Item #2

Proposed Resolution RDA16-02 and MBA16-03 to adopt the FY2016 - 2017 tentative budgets as the approved budgets for FY2016 – 2017.

### *Factual Summation*

- Any question regarding this agenda item may be directed at City Finance Director Stephen Marshall.
- The City Council and Mayor are the acting board members for both the RDA and the MBA. Each is a separate legal entity and each has a separate budget proposal to go along with proposed resolutions RDA16-02 and MBA16-03. The RDA board oversees two RDA areas (town center and 750 West) and the SR-193 EDA area.
- There have not been any changes to these budgets since the tentative budget was approved on May 10, 2016.
- **This is the last council meeting we have to adopt a final budget before the June 22 deadline provided by State Law.**

### *Staff Recommendation*

- *Adopt resolution RDA16-02 or MBA16-03 approving the RDA or MBA budget for fiscal year 2016 - 2017.*

**RESOLUTION RDA16-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SYRACUSE CITY REDEVELOPMENT AGENCY ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 2016-2017 AS REQUIRED BY SECTION 17C-1-601, UTAH CODE ANNOTATED, 1953.**

**WHEREAS**, the Board of Directors of the Syracuse City Redevelopment Agency has caused an annual budget to be prepared for the fiscal year 2016 -2017; and

**WHEREAS**, it is required by Section 17C-1-601, Utah Code Annotated, 1953, as amended, that each Redevelopment Agency prepare and adopt an annual budget for each fiscal year; and

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

**SECTION 1:** The budget for FY 2016-2017 be approved, adopted, and made part of this Resolution as Exhibit "A".

**PASSED AND ADOPTED BY THE REDEVELOPMENT AGENCY OF SYRACUSE CITY, STATE OF UTAH, THIS 14<sup>th</sup> DAY OF JUNE, 2016.**

**SYRACUSE CITY**

ATTEST:

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

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

| 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>                               | \$ -                      |
| 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>                               | \$ -                      |
| 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>                              | \$ -                      |
| 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)              |

| 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**

|                                                       | <u>Requested</u> | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|-------------------------------------------------------|------------------|------------------------------------------------|---------------------------|
| <b>66-40-24 Office supplies</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   | \$ -             | \$ -                                           | \$ -                      |
| <b>66-40-25 Supplies &amp; maintenance</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   | \$ -             | \$ -                                           | \$ -                      |
| <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                              | <u>\$ 12,354</u> | <u>\$ 12,354</u>                               | <u>\$ -</u>               |
| 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                              | <u>\$ -</u>      | <u>\$ -</u>                                    | <u>\$ -</u>               |
| 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)              |



## SYRACUSE CITY

**Syracuse City Municipal Building Authority**  
**June 14, 2016– immediately following the RDA Meeting**  
City Council Chambers  
Municipal Building, 1979 W. 1900 S.

1. Meeting called to order  
Adopt agenda
2. Public Hearing- Proposed Resolution MBA16-03 to adopt the annual budget for the Fiscal Year 2016-2017 as required by section 17A-2-1216(1), Utah Code Annotated, 1953.
3. Adjourn.

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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 9th day of June, 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 June 9, 2016.

CASSIE Z. BROWN, CMC
SYRACUSE CITY RECORDER



MBA AGENDA

June 14, 2016

Agenda Item #2

Proposed Resolution RDA16-02 and MBA16-03 to adopt the FY2016 - 2017 tentative budgets as the approved budgets for FY2016 – 2017.

Factual Summation

- Any question regarding this agenda item may be directed at City Finance Director Stephen Marshall.
- The City Council and Mayor are the acting board members for both the RDA and the MBA. Each is a separate legal entity and each has a separate budget proposal to go along with proposed resolutions RDA16-02 and MBA16-03. The RDA board oversees two RDA areas (town center and 750 West) and the SR-193 EDA area.
- There have not been any changes to these budgets since the tentative budget was approved on May 10, 2016.
- **This is the last council meeting we have to adopt a final budget before the June 22 deadline provided by State Law.**

Staff Recommendation

- *Adopt resolution RDA16-02 or MBA16-03 approving the RDA or MBA budget for fiscal year 2016 - 2017.*

RESOLUTION MBA16-03

A RESOLUTION OF THE BOARD OF MUNICIPAL BUILDING AUTHORITY ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 2016-2017 AS REQUIRED BY SECTION 17D-3-107, UTAH CODE ANNOTATED, 1953.

WHEREAS, the Board of Directors of the Syracuse City Municipal Building Authority has caused an annual budget to be prepared for the fiscal year 2016 -2017; and

WHEREAS, it is required by Section 17D-3-107, Utah Code Annotated, 1953, as amended, that each Municipal Building Authority prepare and adopt an annual budget for each fiscal year; and

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

SECTION 1: The budget for FY 2015-2016 be approved, adopted, and made part of this Resolution as Exhibit "A".

PASSED AND ADOPTED BY THE MUNICIPAL BUILDING AUTHORITY OF SYRACUSE CITY, STATE OF UTAH, THIS 14th DAY OF JUNE, 2016.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Terry Palmer, Mayor

Account Number	Account Title	2013-14 Prior year 2 Actual	2014-15 Prior year Actual	2015-16 Current year Actual	2015-16 Current year Budget	2016-17 Recommended Budget	Council Approved Budget
MISCELLANEOUS REVENUE							
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	
OPERATING REVENUE							
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	
CONTRIBUTIONS AND TRANSFERS							
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	
MUNICIPAL BUILDING AUTHORITY							
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 Recommendation</u>	<u>Adopted Budget</u>
67-40-24 Office supplies			
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	\$ -	\$ -	\$ -

67-40-40 Bond principal payments			
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)

67-40-52 Bond interest payments			
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 Recommendation</u>	<u>Adopted Budget</u>
67-40-54 Bond fees			
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><u>6,010</u></u>	\$ <u><u>6,010</u></u>	\$ -
Amount changed from request			\$ (6,010)
Increase/(decrease) from prior year modified budget	\$ (4,600)	\$ (4,600)	\$ (10,610)
Total expenditures			
Prior year budget, as modified			\$ <u><u>1,140,910</u></u>
Total budget for expenditures	\$ <u><u>1,069,210</u></u>	\$ <u><u>1,069,210</u></u>	\$ -
Amount changed from request			\$ (1,069,210)
Increase/(decrease) from prior year modified budget	\$ (71,700)	\$ (71,700)	\$ (1,140,910)