VINEYARD
STAY CONNECTED

NOTICE OF A REGULAR CITY COUNCIL MEETING
May 22, 2024, at 6:00 PM

PUBLIC NOTICE is hereby given that the Vineyard City Council will hold a regularly scheduled City Council meeting on Wednesday, May 22, 2024, immediately following the RDA meeting, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT. This meeting can also be viewed on our live stream page.

AGENDA

Presiding Mayor Julie Fullmer

1. CALL TO ORDER

2. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS

3. WORK SESSION

3.1. FFSL Presentation on Permit process and Walkara Way
Ben Stirement, Deputy Director of Utah Forestry Fire and State Lands, will present the process that the Division uses to review and approve projects proposed on state sovereign lands. Vineyard City has proposed such a project around Vineyard Beach and this will help the council and the public understand their development approval process. Additionally, he will discuss the progress of the Walkara Way Project.

3.2. Mosquito Abatement
Utah County Health Department Mosquito Abatement Director Dan Miller will lead a discussion about mosquito abatement.

3.3. Forms of Government
City Attorney Jayme Blakesly will lead a discussion about forms of Government.

3.4. Review of certain financial policies related to Human Resources.

4. PUBLIC COMMENTS
"Public Comments" is defined as time set aside for citizens to express their views for items not on the agenda. During a period designated for public comment, the mayor or chair may allot each speaker a maximum amount of time to present their comments, subject to extension by the mayor or by a majority vote of the council. Speakers offering duplicate comments may be limited. Because of the need for proper public notice, immediate action cannot be taken in the Council Meeting. The Chair of the meeting reserves the right to

organize public comments by topic and may group speakers accordingly. If action is necessary, the item will be listed on a future agenda; however, the Council may elect to discuss the item if it is an immediate matter of concern. *Public comments can be submitted ahead of time to pams@vineyardutah.org.*

5. MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS

6. STAFF, COMMISSION, AND COMMITTEE REPORTS

7. CONSENT ITEMS

7.1. Approval of the May 8th 2024, City Council Meeting Minutes.

7.2. Approval of the May 7th 2024, Special Session Meeting Regarding Alpine School District.

7.3. Approval of Event Fee Waivers

7.4. Approval of a Signature policy on Information Request

8. APPOINTMENTS

9. BUSINESS ITEMS

9.1. Public Hearing - Proposed Tentative Fiscal Year 2024-2025 Budget

The mayor and City Council will hear public comment regarding the adopted Tentative Fiscal Year 2024-2025 Budget. Utah State Code 10-6-115 states that after the conclusion of the public hearing, the mayor and City Council may continue to review the tentative budget. Approval of the final budget is tentatively scheduled for June 26.

10. CLOSED SESSION

The Mayor and City Council pursuant to Utah Code 52-4-205 may vote to go into a closed session for the purpose of (these are just a few of the items listed, see Utah Code 52-4-205 for the entire list):

a discussion of the character, professional competence, or physical or mental health of an individual

b strategy sessions to discuss collective bargaining

c strategy sessions to discuss pending or reasonably imminent litigation

d strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares

e strategy sessions to discuss the sale of real property, including any form of a water right or water shares

f discussion regarding deployment of security personnel, devices, or systems

g the purpose of considering information that is designated as a trade secret, as defined in Section 13-24-2, if the public body's consideration of the information is necessary in order to properly conduct a procurement under Title 63G, Chapter 6a, Utah

[Procurement Code]

11. ADJOURNMENT

The next meeting is on ________________________.

This meeting may be held in a way that will allow a councilmember to participate electronically. The Public is invited to participate in all City Council meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder at least 24 hours prior to the meeting by calling (385) 3385-5183.

I, the undersigned duly appointed Recorder for Vineyard, hereby certify that the foregoing notice and agenda was emailed to the Salt Lake Tribune, posted at the Vineyard City Offices, the Vineyard website, the Utah Public Notice website, and delivered electronically to staff and to each member of the Governing Body.

AGENDA NOTICING COMPLETED ON: ________________________

CERTIFIED (NOTICED) BY: /s/ Tony Lara
TONY LARA, DEPUTY CITY RECORDER

VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: May 22, 2024
Agenda Item: FFSL Presentation on Permit process and Walkara Way
Department:
Presenter: Eric Ellis, Ben Stireman

Background/Discussion:

Fiscal Impact:
~$3Million from a TRCC Grant from Utah County

Recommendation:

Sample Motion:

Attachments:
None

VINEYARD
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VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: 5/22/24

Agenda Item: Review of Financial Policies

Department: City Manager

Presenter: Eric Ellis

Background/Discussion:
Compiled is information regarding several topics of our municipal operations. This presentation will delve into the following areas, to better understand efficiency, transparency, and fiscal responsibility of our city:

Frequency of City Vehicles Leaving the County:
This discussion examines the patterns and frequencies of city vehicles venturing beyond the county lines, shedding light on operational needs and potential optimizations.

Travel Policy Evaluation:
A review of our existing travel policies to ascertain their effectiveness in promoting responsible and cost-efficient travel practices.

Per Diem Policy Assessment:
This is an analysis of our per diem policy, which aims to ensure the judicious allocation of resources for daily expenses incurred during official travel.

Hotel Policy Scrutiny:
A closer look at our hotel accommodation policies to guarantee that they align with best practices, balancing comfort, accessibility, and fiscal prudence.

Expenditure Changes Over $5k, Itemized to $200:
An examination of expenditure policy exceeding $5,000, with a policy review of granular itemization down to $200 increments to facilitate thorough scrutiny and accountability.

Savings in Software:
An overview of the cost-saving measures and efficiencies achieved through strategic software management and procurement practices.

Attachments:
1) Section XVI: Reimbursable Expenses
2) Article 2 Purchasing Agent
3) Article 3 Source Selection and Contract Formation

ARTICLE 2

PURCHASING AGENT

A. Appointment.

The governing body's appointment or the current Finance Director shall be the Purchasing Agent.

B. Responsibilities.

The Purchasing Agent shall be responsible to procure, solicit bids and proposals, enter into and administer contracts, and make written determinations for the City.

C. Authority.

The Purchasing Agent shall not enter into any contract or purchase anything with City funds unless it:

a. Is funded and itemized in the current fiscal year budget;

b. Has been approved by the individual(s) as required in Article 3A.

D. Change Orders.

Accumulated change orders up to the lesser of either (10%) of the bid award amount or $25,000 may be approved by the Purchasing Agent, as long as the overall project budget is not exceeded.

E. Delegation.

The Purchasing Agent may delegate purchasing responsibilities to other employees when deemed appropriate.

ARTICLE 3

SOURCE SELECTION AND CONTRACT FORMATION;

GENERAL PROVISIONS

A. Approval of Purchases

The following approvals are required for all purchases unless otherwise exempted in this chapter:

1. Any contract, purchase order, check request, or service request for services and supplies or building improvements in the total amount of $5,000 or less may be made or approved by the Purchasing Agent, department head, or an employee or supervisor authorized by the Purchasing Agent or department head to make such purchase, purchase order, check request, or service request.

2. Any contract, purchase, purchase order, check request, or service request for services, supplies, or building improvements in the total amount of more than $5,000 but less than or equal to $25,000 must be made or approved by the Purchasing Agent and department head.

3. Any contract, purchase, purchase order, check request, or service request for services and supplies or building improvements in the total amount of more than $25,000 but less than or equal to $50,000 must be made or approved by the Purchasing Agent, department head, and mayor or designee.

4. Any contract, purchase, purchase order, check request, or service request for public utilities equipment and supplies, or public works projects, in the total amount of more than $50,000 but less than or equal to $125,000 must be made or approved by the department head, the Purchasing Agent, the city manager and Mayor.

5. The following contracts and purchases must be approved by the governing body:

i. Any contract or purchase in the amount of more than $50,000, which is not related to public works projects or public utilities equipment and supplies.

ii. Any contract or purchase of Public Works Projects or public utilities equipment and supplies in the amount of more than $125,000.

iii. An invoice or check request received pursuant to a governing body approved contract does not require further governing body approval.

iv. A purchase order shall be issued in the amount of the approved contract, unless otherwise directed by the Purchasing Agent or designee.

v. Any contract awarded through the formal bidding process.

vi. Accumulated “change orders” which would increase a previously approved contract by more than either (10%) of the bid award amount or $25,000, whichever is lower, taking into consideration all previously approved change orders to the contract under consideration.

Purchasing Policy Guide

Purchase Amount	Approval Required	Choice of Bid Process
0 - 5,000.00	PA **or** DH **or** Designee	No Bid or Quote Requirement
5,000.01 - 25,000.00	PA **and** DH	State Contract **or** Three Price Quotes
25,000.01 - 50,000.00	PA **and** DH **and** Mayor or Designee	State Contract **or** Three Price Quotes
50,000.01+ (Non PW Purchase)	PA **and** DH **and** Mayor or Designee **and** GB[1]	State Contract **or** Sealed Bids **or** RFP
50,000.01 - 125,000.00 (PW Purchase)	PA **and** DH **and** CM **and** Mayor	State Contract **or** Sealed Bids **or** RFP
125,000.01+ (PW Purchase)	PA **and** DH **and** CM **and** Mayor **and** GB[1]	State Contract **or** Sealed Bids **or** RFP

[1] An invoice or check request received pursuant to a GB approved contract does not require further GB approval

PA = Purchasing Agent
DH = Department Head
CM = City Manager
GB = Governing Body
PW = Public Works Project (park or rec facility; water, wastewater, stormwater, or flood control systems; streets; transportation facility)

Exceptions to bid process include:

1. Purchases made through the cooperative purchasing contracts administered by the State Division of Purchasing.
2. Purchase from a vendor who was awarded a contract by another Utah governmental entity using a competitive process within the last 180 days and on the same commercial terms as that contract.
3. Purchases made from a sole-source provider. When there is only one vendor who can reasonably provide what is needed.
4. Purchases made from an Auction, Bankruptcy, or Tax sale when such purchase will be made at a cost below market cost.
5. Projects performed by city employees if the project does not come at an additional cost to the City unless approved by GB.
6. Purchases required during an emergency, i.e., an eminent threat to the public's helath, welfare, or safety. Determined by Mayor.
7. Purchases for professional services which by their nature are not reasonably adapted to award by competitive bidding. (e.g., legal, financial, art, or government relations.)

SECTION XVI: REIMBURSABLE EXPENSES

1. **General Policy**

With prior approval, legitimate expenses will be reimbursed by Vineyard to the employee. Receipts should be required to reimburse the employee. Reimbursement may be in the form of petty cash, an addition to a paycheck, or a separate check. Records must be kept reflecting the amount of reimbursement each employee has received.

2. **Training and Conferences**

If required to attend training seminars, conferences, briefings, or gather information; an employee will be compensated, in addition to paying any tuition or fees, at the rate of one and one-half (12) times their regular workday pay if hours worked exceed forty (40) hours in that week.

3. **Travel Policy**

A. All travel outside of the Vineyard limits during Vineyard work hours shall be authorized by the department heads. Employees traveling beyond a 50-mile radius of Vineyard shall complete a Travel Reimbursement Request Form. This form must be completed 2 weeks prior to scheduled travel to qualify for reimbursements.

B. City vehicles shall be used for all travel, if a vehicle is not available, department heads may approve the use of a personal vehicle. Employees shall submit a Travel Reimbursement Request Form with required mileage. The employee will be reimbursed at the established IRS rate for travel deductions (currently fifty-four and one half (54.5) cents per mile). Employees traveling further take priority when allocating city vehicles.

1. Employees attending trainings may elect to use a personal vehicle for their convenience. The employee will not qualify for a mileage reimbursement but may be reimbursed for actual fuel expenses during travel. Original fuel receipts must be submitted to finance department in order to receive a reimbursement. Employees must begin and end trip with full tank of fuel to ensure accurate reimbursement.

2. For employees that receives a monthly vehicle stipend, any travel that is less than 100 miles in total will not receive any additional reimbursement. If traveling further than 100 miles, they may apply for a fuel expense reimbursement but will not qualify for a mileage reimbursement.

C. Travel should occur during normal business hours. Reservations, airline tickets, & per diem shall be scheduled with this assumption. An employee may elect to adjust travel plans to meet personal needs; this shall not incur additional cost to the city.

D. All hotels or other sleeping accommodations and airplane or other travel accommodations shall be arranged in advance for overnight trips and paid in advance of the trip.

E. All registration fees, etc., will be paid in advance by check. If this is not possible, the employee will be reimbursed for their own expenditure for registration fees, etc., after presentation of a valid receipt in conjunction with previously authorized travel.

F. Employees attending an elective training will be paid normal work hours for the days they are traveling and attending the training

1. Overtime requests for extenuating circumstances must be approved beforehand by the department head.

G. For any mandatory training, the amount of thirty dollars ($37.00) shall be granted as the maximum daily per diem allowance for Vineyard employees engaged in travel on the Vineyard's behalf. No per diem shall be authorized for meals that are provided as part of a training. No per diem shall be authorized for spouses of employees or others traveling with the employee at their own expense (Please note: the department head, however, may authorize the cost of a double rather than a single hotel room to accommodate the travel of a spouse with an employee). Receipts shall not be required for per diem advancements or compensation unless the employee requests reimbursement above the authorized amount.

H. For any mandatory travel that requires less than a full day shall be compensated by the following specific per diem allowances:

1. Breakfast: Seven dollars ($7.00) maximum, when departing before 7:00 a.m.

2. Lunch: Ten dollars ($10.00) maximum. When departing before 11:00 a.m. or returning after 1:00 p.m.

3. Dinner: Twenty dollars ($20.00) maximum, when returning after 7:00 p.m.

4. These amounts may be either advance after submission and approval of travel request or reimbursed after presentation of receipts.

MINUTES OF A REGULAR
CITY COUNCIL MEETING
City Council Chambers
125 South Main Street, Vineyard, Utah
May 8, 2024, at 6:00 PM

Present	**Absent**
Mayor Julie Fullmer	Councilmember Amber Rasmussen
Councilmember Sara Cameron	
Councilmember Jacob Holdaway	
Councilmember Mardi Sifuentes	

Staff Present: City Manager Eric Ellis, City Attorney Jayme Blakesley, Lieutenant Holden Rockwell with the Utah County Sheriff's Office, Chief Building Official Cris Johnson, Community Development Director Morgan Brim, Finance Director Kristie Bayles, Public Works Director Naseem Ghandour, Environmental Utilities Manager Sullivan Love, Parks and Recreation Director Brian Vawdrey, Treasurer Zack Adams, City Recorder Pamela Spencer, and Deputy Recorder Tony Lara

Others Speaking: Janet Quan from Nelson Partners (via Zoom); Residents Daria Evans, Kim Cornileous and Karen Cornileous, Darlene Price, Sherrie Kaye Miller, David Pearce, Tim Heaton, and Terry Ewing

1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE

Mayor Fullmer opened the meeting at 6:38pm.

The mayor pulled item 8.1 for discussion.

Finance Director Kristie Bayles introduced the new treasurer, Zack Adams.

Mr. Adams introduced himself to the council.

Motion: COUNCILMEMBER SIFUENTES MOVED TO APPROVE THE MAYOR'S APPOINTMENT OF ZACK ADAMS AS TREASURER AS PRESENTED. COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, HOLDAWAY, AND SIFUENTES VOTED YES. COUNCILMEMBER

RASMUSSEN WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

City Recorder Pamela Spencer swore in Zack Adams as Treasurer.

1. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS

1.1. Drinking Water Week Proclamation, 2024-05

Proclamation declaring May 5 to May 11, 2024, as Vineyard City Drinking Water Week

Mayor Fullmer presented the proclamation.

2. WORK SESSION

2.1. Forms of Government

City Attorney Jayme Blakesly will lead a discussion about forms of government.

Mayor Fullmer presented the item and gave the time over to the City Attorney.

City Attorney Jayme Blakesly presented on changes in forms of government and the city attorney's role in the process.

Mr. Blakesly covered the current organization of the city government.

Explained the other options that were available and how they function as well as what he sees as the positives and negatives of each.

Mr. Blakesly covered the ways that any change can be initiated, either by a resolution adopted by the city council or by petition of the voters. ~~Both of these~~Both options would need to occur at least 75 days before the municipal or general election.

Mr. Blakesly explained further that the resulting ballot would need to describe the exact change being put forth to voters. Any change would be on the November 2024 ballot but the officers for the new positions would be voted on in the municipal general election taking place in 2025 and those elected wouldn't be sworn in until 2026.

Mr. Blakesly concluded his presentation and asked if there were questions~~for~~ questions.

Councilmember Sifuentes wanted clarification on the two public hearings and study mentioned by Mr. Blakesly in his presentation. Specifically, if a study needed to be done if a change was being considered. Mr. Blakesly said it would be helpful but is not required by State code. Studies would be done after the change is already voted for as the council would work to reform existing ordinances to match the change in government.

Councilmember Sifuentes asked about the cost of putting it on the ballot. Ms. Spencer said it would be close to $18,000 and a discussion ensued about the cost.

Councilmember Sifuentes had questions about staggering the terms of current councilmembers if a change was made. Mr. Blakesly stated that State code required that one member would have a term of 2 years. There was additional discussion regarding the differences in at-large versus district seats and how best to identify who would get the 2-year term.

Councilmember Holdaway wanted clarification about what Mr. Blakesly saw as conflict and wanted him to explain it further. There was a discussion between the two on the duties of a mayor and other general administrative functions in each prospective form of government.

Councilmember Holdaway wanted to clarify that this was a public hearing and if they were currently in a public comment period. Both Mayor Fullmer and Mr. Blakesly clarified that this was currently a work session. It was explained that there would be time for public hearings if the decision was made to move forward.

Councilmember Holdaway asked Councilmember Sifuentes for her thoughts on the presentation. Councilmember Sifuentes expressed that she doesn't have interest in the "council-mayor" form and is worried about conflict that it may cause and that it's not very common for a city our size. She did, however, express that she could see the city moving to a 6-member council. She liked the idea of separating executive and legislative and felt it would make a more unifying person out of a mayor.

Councilmember Sifuentes also felt it would be more beneficial to save the money that would be spent placing the question on the ballot and instead focus on finding consensus on current issues. Though she mentioned she does understand Councilmember Holdaway's position.

Councilmember Holdaway felt that a government change is a wise evolution for a growing city

Councilmember Holdaway motioned for a vote to study the issue further and that his preference be that it be set for May 22, 2024. Councilmember Sifuentes asked for clarification on the motion if it was for a specific study or if it was to enter a 45-day period that would include two public hearings.

Mr. Blakesly explained that a resolution would not be needed tonight and that what was being planned was simply putting it on a later agenda as a further discussion, and that if the mayor agreed to put it on a future agenda that no resolution would be needed.

Mr. Blakesly also commented on a future resolution and what exactly it would need to have in order to move forward with any change.

Mayor Fullmer agreed to put it on a future agenda.

Motion: COUNCILMEMBER SIFUENTES MOVED TO HAVE A RESOLUTION REGARDING THE CHANGE OF GOVERNMENT BE ADDED TO AN AGENDA COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, HOLDAWAY, AND SIFUENTES VOTED YES. COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION CARRIED WITH ONE

ABSENT.

2.2. City Hall Building

Morgan Brim and Janet Quan with Nelson Partners will present a spatial analysis conducted by Nelson Partners of a new city hall building located in Vineyard Downtown.

Community Development Director Morgan Brim and Janet Quan from Nelson Partners presented on the city hall spatial analysis.

Councilmember Holdaway had questions about ownership and tenant arrangements. Mr. Brim explained the details had not been worked out but that the actual finances were currently being decided.

Councilmember Holdaway discussed the price in comparison to other cities. He cited personal analysis that he had conducted, looking for office space in the area and that he was able to find properties between $350,000-$360,000.

City Manager Eric Ellis made some clarifications and distinctions from this plan to other cities. Explained the cost of the building would be spread amongst other tenants to bring the cost down. Mr. Brim explained that what was currently being presented was conceptual and that further work needed to be done.

Councilmember Holdaway said he felt that a larger building like the one being presented would be, based on growth, a better plan for 2030 or 2040. A discussion ensued about the price of the building and the ways that other cities approach solutions to similar issues.

Councilmember Sifuentes had questions about cost and wanted more accurate numbers and wanted to have further discussions before they started looking for options outside the city.

Councilmember Cameron expressed appreciation for the use of space for public use. She also expressed concern about costs and that it was important to her that the council is careful with the public's money.

Councilmember Holdaway expressed concerns about the third tenant but he did agree with Councilmember Sifuentes that there needed to be significant planning and study.

Councilmember Sifuentes wanted to point out that sometimes building something earlier can save money in the long run compared to later when prices may be higher.

Councilmember Holdaway wanted to know when this subject would come back for discussion. Mayor Fullmer said she wanted to let staff collect answers to questions raised tonight but that she would like to have it scheduled during budget discussions. Councilmember Holdaway asked that more in-depth cost projections be included in future discussions.

3. PUBLIC COMMENTS

Resident Daria Evans, living in The Villas subdivision, wanted to know what the land value was of the land that was being donated to the city. She also wanted to know if the current Mountainland Association of Governments building would be vacated and if so, could it be used to house the Public Works department. She wanted to know if the design of the building would go through a bidding process. She also wanted to thank Public Works Director Naseem Ghandour for the placement of 25mph speed limit signs that were placed in her community.

Resident Kim Cornelius, living in The Villas subdivision, wanted clarification on the alternative forms of government that were presented. He wished to express support for the five-member council with the mayor form of government. Mr. Blakesly clarified that what he was referring to was listed in statute as the ~~6 member~~6-member council.

Resident Darlene Price, living in The Villas subdivision, expressed appreciation for the presentations. Commented on the forms of government and that it was her understanding that what Vineyard had currently was built for smaller towns and that she was concerned about the current level of conflict that existed with the current form and so she supported a change of government. She also wanted to express that she felt overwhelmed about the potential price that was presented regarding the new city hall building.

Resident Karen Cornelius, living in The Villas subdivision, shared her concerns about the cost of the city hall project and what she felt would be much higher future unforeseen costs. She also was concerned with how spending on that project would impact any future issues with a split with the Alpine School District. She also wanted to remind the council that she was still waiting for information about Municipal Code Amendment Ordinance 2023-32.

Resident Sherrie Kaye Miller, living on Holdaway Road, wanted to comment on the meeting’s decorum and that she was glad that tonight’s meeting displayed more respect for each other and the process and that there was better use of good communication skills. She expressed appreciation for the presentation on forms of government. She asked for increased transparency in the budget process and expressed that it would help build trust.

Resident David Pierce, living in the Cascade subdivision. had questions about financing the school district in the event of a split with the ASD and if those sources and means would stay the same or change and if so how. He also expressed what he felt was the importance of planning for the future and relying on analysis and projections that would give us the most likely future and making informed decisions based on those.

Resident Tim Heaton living in the Sleepy Ridge subdivision expressed concerns about the time frame in which meeting agendas were provided to the public. He stated that other cities go to great lengths to provide their agendas much earlier and that making them public earlier would allow for better discourse among interested parties.

Mayor Fullmer answered public comment

- Design bid – Clarified $2 Million with Mr. Brim
- City Hall - Clarified $50 million was not the proposed cost of the city hall
- School District – Discussion tonight
- Agenda Posting – Work sessions are utilized to help present ideas before they are brought before the council.

Councilmember Sifuentes stated there had been internal discussions with staff on creating a policy where the agendas were made publicly available sooner than 24 hours prior.

Councilmember Sifuentes stated that she would like to make a motion to add discussion about a policy change on the agenda for a future work session. The mayor stated that there was a plan to discuss that and that it was already scheduled for the July 10th meeting but that she would support moving it up if she was able to find the time in earlier meetings.

Councilmember Holdaway asked for clarification on the time frame regarding discussions on policy, specifically the one mentioned by Councilmember Sifuentes asking for earlier agenda postings. He wanted to know if there was a procedural reason why the discussion for it wasn't set to happen until July 10th.

Mr. Blakesly clarified why scheduling it out was important and encouraged further discussion on the subject before placing it on the agenda any sooner than it already was. The council and mayor discussed scheduling a work session earlier with Councilmember Holdaway wanting it moved to May 22nd.

Councilmember Holdaway motioned to have it on the May 22nd agenda.

Mr. Ellis expressed concern over posting agendas earlier, that it would reduce the amount of time staff had to prepare answers to questions from previous council meetings and that the limited amount of time may lead to lower quality reporting from staff.

Councilmember Sifuentes expressed concern over what she saw as conflicting requests from the council that reports both be done with enough time for public input but also be done as soon as possible. With that in mind she said she would not be seconding the motion.

Councilmember Cameron expressed appreciation for where she felt Councilmember Holdaway was coming from in his motion. She also felt that more advance notice would be beneficial, especially during the budget discussions.

Motion: COUNCILMEMBER HOLDAWAY MOVED TO HAVE A DISCUSSION REGARDING POLICIES RELATED TO THE POSTING OF MEETING AGENDAS ADDED TO THE AGENDA OF THE MAY 22ND CITY COUNCIL MEETING. COUNCILMEMBER CAMERON SECONDED THE MOTION.

Mayor Fullmer explained the budget process.

MAYOR FULLMER, AND COUNCILMEMBER SIFUENTES VOTED NO. COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION FAILED WITH ONE ABSENT.

4. MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS

5. STAFF, COMMISSION, AND COMMITTEE REPORTS

Mayor Fullmer moved agenda items 5 and 6 to later in the meeting so as to make additional time for consent items and public hearings.

6. CONSENT ITEMS

6.1. Approval of the April 24, 2024, City Council Meeting Minutes

6.2. Approval of an Interlocal agreement with Vineyard City, Salem City, Orem City, and Lindon City, allowing each city to conduct inspections in the other cities. (Resolution 2024-12)

6.3. Withdrawal by Owner of Application for Assessment under the Farmland Assessment Act for the 11 acre parcel (formerly the Robins Property) (Resolution 2024-13)

Councilmember Holdaway asked for a brief explanation of item 7.2

Motion: COUNCILMEMBER HOLDAWAY MOVED TO APPROVE CONSENT ITEMS 7.1 AND 7.3. COUNCILMEMBER CAMERON SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS. MAYOR FULLMER, COUNCILMEMBERS SIFUENTES, CAMERON AND HOLDAWAY VOTED YES. COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

Chief Building Official Chris Johnson covered 7.2 and explained the interlocal agreement.

Councilmember Holdaway restated that his understanding of the Interlocal Agreement was that essentially other cities would help each other “play catch up”. Mr. Blakesly and Mr. Johnson explained the reasoning behind the ILA and Councilmember Holdaway stated that he now had a better understanding.

Motion: COUNCILMEMBER SIFUENTES MOVED TO APPROVE CONSENT ITEM7.2 AS PRESENTED. COUNCILMEMBER CAMERON SECONDED THE MOTION. ROLL CALL

WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS SIFUENTES, CAMERON AND HOLDAWAY VOTED YES. COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

7. APPOINTMENTS

7.1. Treasurer

With the advice and consent of the City Council, Mayor Fullmer will appoint Zackary Adams as the new Treasurer.

~~8.~~ BUSINESS ITEMS

8.

8.1. PUBLIC HEARING – Transfer from Enterprise Funds to Internal Services Fund

City Manager Eric Ellis will present recommendations to transfer enterprise funds to an internal service fund to pay for services such as facilities, fleet, and information systems. The City Council will hear public comment regarding these recommended transfers. No action will be taken.

Motion: COUNCILMEMBER SIFUENTES MOVED TO ENTER A PUBLIC HEARING AT 8:43 PM. COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS SIFUENTES, CAMERON AND HOLDAWAY VOTED YES. COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

Mr. Ellis presented on the transfer from enterprise funds to Internal Services Funds.

Ms. Cornelius asked to see more itemized breakdowns of the funds.

Mr. Ellis provided a line-item breakdown as it was provided in the agenda packet made available to the public.

Ms. Cornelius asked for further breakdown, specifically where the funds were going to as opposed to the details of where the funds were coming out of. Mr. Ellis explained that the breakdown she was looking for would be covered later in the tentative budget discussion.

Councilmember Holdaway asked for a more granular breakdown of where the funds would be distributed. He wanted to know what action could be taken to amend policy in the future so that this was possible. There was a discussion about policies that dictate the structure of the funds transfer. Mr. Blakesly explained that the way they were currently presented was not atypical from how other cities, that it was a standard form of municipal accounting.

Mayor Fullmer offered to add it to the discussions already scheduled for May 22nd.

Resident Terry Ewing, living in The Villas subdivision, had questions on what happened to excess funds transferred to the internal services fund. Ms. Bayles explained the nature of the fund.

Mr. Heaton asked what was stopping the city from publicly sharing a more detailed breakdown. Ms. Bayles gave an overview of what was on the transparency website. There was a discussion about providing more than what statute required.

Councilmember Holdaway clarified that what was being asked was what he was envisioning in future budget presentations.

Councilmember Sifuentes was concerned about creating unnecessary work and overutilizing staff time. It was agreed that further discussion would be moved the next meeting on May 22nd.

Motion: COUNCILMEMBER SIFUENTES MOVED TO CLOSE THE PUBLIC HEARING at 8:58 PM. COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS SIFUENTES, CAMERON AND HOLDAWAY VOTED YES. COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

8.2. Discussion and Action - <u>Proposed Tentative Fiscal Year 2024-2025 Budget</u>
Finance Director Kristie Bayles will present the Tentative Fiscal Year 2024-2025 Budget. The mayor and City Council will act to adopt (or deny) the proposed tentative budget and set a public hearing for May 22, 2024.

Ms. Bayles presented the budget calendar and then moved to presenting the Proposed Tentative Fiscal Year 2024-2025 Budget.

Councilmember Holdaway spoke in support of a more granular breakdown in the proposed budget to help facilitate public input.

Ms. Bayles explained that if what was being presented tonight was made public it would vastly differ from the finalized budget at the end of June and therefore may be of little benefit to the public.

Ms. Bayles continued her presentation and covered the Internal Service Fund.

Councilmember Holdaway expressed concern with generalization and wanted to know if the final budget would include a deeper breakdown or if it would still be high level. A discussion ensued.

Motion: COUNCILMEMBER SIFUENTES MOVED TO ADOPT THE TENTATIVE FISCAL YEAR 2024-2025 BUDGET AS PRESENTED. COUNCILMEMBER CAMERON SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS SIFUENTES, AND CAMERON VOTED YES. COUNCILMEMBER HOLDAWAY VOTED NO.

COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION CARRIED FOUR TO ONE WITH ONE ABSENT.

8.3. Discussion and Action - <u>Alpine School District Redistricting Interlocal Agreement (Resolution 2024-14)</u>

School redistricting conversations are taking place and after the joint special session on 5/7/2024, a proposal to split Alpine School District into two or more smaller districts is being discussed. The mayor will lead a discussion about school redistricting as a result of those conversations. Vineyard City Council may vote to allow the ~~Mayor~~mayor to enter into an interlocal agreement specific to school redistricting with certain municipalities.

Councilmember Sifuentes gave a review of the joint special session that occurred on May 7th regarding the Alpine School District split and a potential interlocal agreement.

Mayor Fullmer asked for clarification on scheduling a special meeting in the event an interlocal agreement needed to be voted on.

Councilmember Cameron commented that she wanted to see any information gathered released to the public as quickly as possible. Through discussion there was an idea of tentative scheduling of a hearing. Mayor Fullmer suggested the~~y~~ use of a survey to get a better understanding of public opinion.

Councilmember Holdaway commented on the overall state of the split and his feelings on the events that had led to the current discussions happening within the district.

Councilmember Sifuentes wanted to state for the record "I don't agree with Pleasant Grove's desire to get involved with Lehi's central ~~proposal,~~proposal; I don't condemn them for it either. I would choose not to do that, just because I understand Lehi's desire to split, and I respect that they have their reasons and I respect that whatever we decide we have our reasons. I do understand that Pleasant Grove is deeply affected by all of this."

Mayor Fullmer continued the discussion. The councilmembers talked about their takeaways from the special session and their desires to not lock the city into an agreement unless necessary. They also discussed any motions that could be made and when any meetings about that would take place.

Mr. Ellis wanted the council to take care that in the event they do make any motions that they would include a deadline giving 24 hours to allow for it to be drafted in time.

Ms. Cornelius stated that any meeting to discuss ~~entering into~~entering an interlocal agreement should start later than 6pm, as it may be difficult for parents to attend.

Councilmember Sifuentes expressed concerns over ~~entering into~~entering an interlocal agreement, that she believed ASD board members were qualified to make the decision that would work best for the district.

Motion: COUNCILMEMBER SIFUENTES MOVED TO POTENTIALLY HAVE A SPECIAL SESSION ON MAY 13TH AT 6PM TO DISCUSS ENTERING INTO AN INTERLOCAL AGREEMENT. ONLY IN THE EVENT THAT OTHER CITIES ENTER INTO INTERLOCAL AGREEMENTS AND THEY HAVE INVITED VINEYARD TO ENTER INTO AS WELL. COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS SIFUENTES, CAMERON, AND HOLDAWAY VOTED YES. COUNCILMEMBER RASMUSSEN WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

Councilmember Holdaway asked about opportunities to discuss certain budget items, Mayor Fullmer offered to add him to the schedules for those discussions.

9. CLOSED SESSION

There was no closed session.

10. ADJOURNMENT

Mayor Fullmer adjourned at 10:00 PM.

VINEYARD SEAL UTAH

MINUTES APPROVED ON: ______________________________

CERTIFIED CORRECT BY: Tony Lara ______________________________

TONY LARA, DEPUTY CITY RECORDER

DRAFT

CITY OF OREM
SPECIAL JOINT OREM / LINDON / PLEASANT GROVE / VINEYARD
CITY COUNCIL MEETING
56 North State Street Orem, Utah
May 7, 2024

3:00 P.M. WORK SESSION - OREM LIBRARY HALL

ELECTED OFFICIALS OREM - Mayor David Young, David Spencer, LaNae Millett, Jeff Lambson, Chris Killpack and Jenn Gale (Absent Tom Macdonald)

LINDON - Mayor Carolyn Lundberg, Jake Hoyt, Van Broderick, Cole Hooley, and Lincoln Jacobs (Absent Steve Stewart)

PLEASANT GROVE - Mayor Guy Fugal, Cyd LeMone, Eric Jensen, Steve Rogers and Todd Wiliams (Absent Dianna Anderson)

VINEYARD - Mayor Julie Fullmer, Amber Rassmussen, Jacob Holdaway, Mardi Sifuentes, Sara Cameron

APPOINTED STAFF OREM - Brenn Bybee, City Manager

LINDON - Adam Cowie, City Manager

PLEASANT GROVE- J. Scott Darrington, City Manager

VINEYARD - Eric Ellis, City Manager

NOTE: The referenced report and presentation documents for each discussion may be viewed at orem.org/meetings under "City Council Presentations"

https://www.youtube.com/watch?v=VATVi5_ousA&t=0s

WELCOME AND INTRODUCTION

Mayor Young welcomed the Mayors and City Council Members from each of the cities and those in the audience who attended. He turned the meeting over to Molly Wheeler with the Utah League of Cities and Towns as facilitator. Ms. Wheeler gave an outline of the meeting and asked each of the mayors to introduce their cities. Mayor Lundberg, Mayor Fugal, Mayor Fullmer and Mayor Young each introduced themselves and those in attendance with them.

https://www.youtube.com/watch?v=VATVi5_ousA&t=343s

ALPINE SCHOOL DISTRICT (ASD) REORGANIZATION SUMMARY PRESENTATION

Ms. Wheeler invited the ASD Superintendent, Shane Farnswoth, to speak to the four City Councils. Mr. Farnsworth spoke about the process that Alpine School District (ASD) is currently engaged in to consider possible district reconfiguration. ASD began a study of possible reconfiguration last summer by contracting with MGT, an outside entity. Over the past eight months MGT has been reviewing data from ASD and has come back with six recommendations for options to reconfigure. It was later decided to move two options forward to the county for possible certification. First, is a two-way configuration which would be Saratoga West and Lehi East. Second, is a three-way configuration which would be Saratoga West, American Fork North and Pleasant Grove South. The timeline for ASD is to hear back from the county on May 14th and then to present information to the board regarding those options that have been certified by the county and provide the feasibility results to the public. This will begin the 45 day public hearing process. The scheduled public hearings are June 11 and June 25. On July 12, the ASD board will make the final determination of what, if any, initiative to put on the ballot for November. He explained that he is aware of the interlocals that have been signed by other cities and that the legislation affecting possible competing initiatives will need to be clarified.

Ms. Wheeler asked the cities if they had questions for Superintendent Farnsworth. Mayor Lundberg asked what is the feeling of ASD currently in regards to interlocals. Mr. Farnsworth explained that there are differing opinions among the board on this issue. He believes that ASD is able to continue to fit the needs of the district, but he does understand why entities might want to consider that option. Mayor Fuller asked about the pros and cons of forming interlocals. He answered that Ms. Wilson and Ms. King have prepared comments on this. He explained that the interlocals could preempt the school district from taking action or become competing initiatives. The Board of Education will need to make these decisions. Mr. Farnsworth advised the Orem City Council to engage in this conversation, because this may get out of ASD's control. The pros for an interlocal are that there are diverse needs across the district and reconfiguration could get the problems closer to the people who have those challenges. He advised all cities to look at their current student population, the direction the student population is heading and what is the taxable value to determine the best possible education for their students. Mr. Jensen asked if ASD feels comfortable moving forward with the process or are interlocals taking ASD options away. Mr. Farnsworth believes the board does feel comfortable moving forward but that it will be taken into consideration during the 45 day period. Ms. Millett asked about the possibility of this group signing two interlocals, one with four cities and one with three cities to preserve the timeline. Mr. Farnsworth advised the cities to ask their legal counsel on this matter. Mr. Farnsworth clarified that you have to go through the process to put an initiative on the ballot,but you can go through the process and opt not to put the initiative on the ballot. There are many variables in play that make it difficult for Mr. Farnsworth to speak about possible outcomes.

https://www.youtube.com/watch?v=VATVi5_ousA&t=2322s

Ms. Ada Wilson, ASD school board member, is one of three charged with the governance of schools in Pleasant Grove, Lindon, Orem and Vineyard. Ms. Wilson believes that a united Alpine is in the best interest of the students, families and employees. She recommends that this group not form an interlocal agreement for four reasons. First, she believes that a three-way split is taking resources from our kids, increasing the tax burden on citizens and compromising the services that teachers and families receive. Second, she would like to keep politics out of the process. She says that ASD is the most qualified to put the best options on the ballot. Third, she wants all of ASD to have a vote on whether ASD stays together or if they should split in a recommended way. Fourth, she would like to see a simple, easy to understand ballot. Her position is to advocate for a unified ASD with an option of a two-way split on the ballot.

Ms. Wheeler asked for questions for Ms. Wilson. Mr. Hoyt asked if this group enters into an interlocal, as a board member, would Ms. Wilson interpret that as a discouragement to the two district split. Ms. Wilson worries what message an interlocal sends to each city's community. Ms. LeMone suggested all four cities send out the same surveys to their cities to compare results; she wondered if the school board could facilitate that.

https://www.youtube.com/watch?v=VATVi5_ousA&t=3356s

Ms. Julie King, ASD school board member, represents the west side of the district. Tonight she is offering her opinions and is not speaking for the board. She believes that an interlocal has a higher level of transparency due to how many public hearings are required. She assured the group that all cities she has met are working toward what is best for students, employees and communities. She explained that the district has said there are three reasons to consider a split: finances, academics and representation. She thinks there are two other reasons to consider a split: failure of a bond and inequity in different areas.

Ms. King asked if there were any questions from the group. Mr. Williams asked Ms. King which option to split she prefers. Ms. King is in favor of a three-way split because she believes representation should be fair and is more likely in a three-way split. Ms. Millett asked about the MGT results and areas it may be lacking in data. Ms. King did confirm that the MGT survey could be taken more than once by an individual and that there was a discrepancy found by the ASD business team. This will be explained in the ASD meeting tomorrow. Mr. Rogers asked if a split will improve finances and academics. Ms. King believes that the teachers will remain good teachers regardless of their boss but that expenses are a complex matter. She believes that expenses may increase in a split for a little while.

https://www.youtube.com/watch?v=VATVi5_ousA&t=4406s

DISCUSSION OF SCHOOL DISTRICT CONFIGURATION

Ms. Wheeler opened the discussion with the following question: Would it be in your city's best interest to enter into an interlocal agreement with other cities to create a new school district?

Mayor Fugal explained that Pleasant Grove met as a council and they have decided they are not interested in signing an interlocal agreement. They are not in favor of a three-way split of the school district. Ms. Sifuentas believes that Vineyard council is split on the decision to sign an interlocal agreement, but that the majority would like to see a two-way split of the district. She believes an interlocal is creating a narrative that a three-way split is preferred. Mayor Young believes that there are compelling reasons for a three-way split and he would like to keep the option to explore this further. Mr. Broderick is in favor of not signing the interlocal agreement and would prefer to vote on what ASD puts on the ballot. Mr. Williams likes the idea of not splitting ASD but understands that the east and west sides of ASD have different needs. He believes that the two-way split is best for his community. Mr. Holdaway expressed some concerns that ASD would not put an option on the ballot. He is in support of citizens making this decision. Ms. Gale believes a two-way split would be in the best interest of Orem citizens. She is concerned that putting a three-way split on the ballot gives the impression that this is the preferred recommendation. Mr. Jacobs is in support of a two-way split and would like these four cities to not sign an interlocal agreement. Mr. Jensen's perspective is to support ASD and option three, the two-way split. Ms. Sifuentes encourages ASD to put their best option on the ballot. Ms. Millett is in favor of signing an interlocal and encourages the need for more information. Mr. Hooley values maximizing resources and minimizing tax increases on residents. This leads him to believe a two-way split is the best option. Ms. LeMone wants the ASD board to lead out on this issue. She would like the ASD board to take a stand. Mr. Spencer is in favor of an interlocal because it allows for the time to study the split and does not require a decision now. He expressed that many cities want the split because they feel under represented. Mr. Hoyt believes that a two-way split is what his community prefers and he stands with his council in not signing an interlocal agreement.

https://www.youtube.com/watch?v=VATVi5_ousA&t=5655s

POTENTIAL TIMELINE OVERVIEW

Mr. Steve Earl, Orem City Attorney, explained the interlocal timeline for this group to sign an interlocal agreement, if they choose. He explained that if these four cities choose to move forward, they would need to do a feasibility study and that would need to be built into the timeline. Assuming that a feasibility study would need 30 days, Mr. Earl's calculations are that an interlocal draft agreement would need to be finalized by May 14. The cities would need to vote on the agreement by May 17. The 45 day public hearing time starts once the feasibility study is complete. Each city would need to hold two public hearings during that 45 days. After the 45 day period then each city council would then need to vote to decide if the initiative is put on the ballot.

https://www.youtube.com/watch?v=VATVi5_ousA&t=6257s

CLOSING STATEMENTS FROM MAYORS

Mayor Fullmer expressed the desire to give the students the best and give the residents the largest voice. She is grateful for this opportunity and encourages ASD to continue to lead discussions. Her council will plan to meet and discuss their path forward.

Mayor Young believes that representation is a leading reason that other cities have signed an interlocal agreement. He would like these four cities to sign an agreement, to be proactive in the decision making process.

Mr. Hooley, who is speaking in place of Mayor Lundberg, expressed Lindon council's desire to meet and discuss the political viability and fiscal viability of signing an interlocal agreement.

Mayor Fugal thanked the school district for their efforts. He explained that Pleasant Grove does not need nor will they sign an interlocal agreement.

MEETING ADJOURNED

These minutes were prepared by the Orem City Recorder Teresa McKitrick

MINUTES APPROVED ON: ______________________

CERTIFIED CORRECT BY: ______________________

TONY LARA, DEPUTY CITY RECORDER

VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: May 22, 2024
Agenda Item: Approval of Event Fee Waivers
Department: Parks and Recreation
Presenter: Brian Vawdrey

Background/Discussion:
As an effort to increase Recreation and event offerings to Vineyard City Residents, the City Council has previously approved for organizations to apply for a Special Events Fee Waiver.

There are a couple of organizations that have reached out to city staff with hopes to hold an event in Vineyard, and to do so with field reservation fees waived.

Taylor Sanford with Utah Roundnet has put on a Spikeball Tournament in Vineyard during Vineyard Days for the last couple of years. He is interested in doing it again this year, with plans to move forward with the tournament from 5pm-9pm on Thursday, May 30th, 2024 @ Gammon Park. This event is a low-cost event for participants. Therefore, in order to ensure this is a financial win for Utah Roundnet, they have submitted a fee waiver application in hopes that the field reservation fees can be waived.

Cameron Call with BYU Athletics is interested in putting on a "Cosmo at Grove Park" event on Wednesday, June 19th, 2024 from 10am-11am. This event has taken place at Grove Park for the last couple of years. It is free to the public and an opportunity for Vineyard residents to participate in some small youth competitions for some BYU gifts. The well-known Cosmo mascot at BYU also comes to the event to allow park visitors to get a picture with Cosmo.

Fiscal Impact:
Approximately $230 would be waived if approval is given to honor the fee waiver application from Utah Roundnet. Approximately $200 would be waived if approval is given to honor the fee waiver application from Cameron Call with BYU Athletics.

Recommendation:
Staff recommends that Vineyard City Council officials allow for field reservation fees to be waived for the above-mentioned events (Roundnet & BYU Athletics).

Sample Motion:

Attachments:
1. Utah Roundnet Fee Waiver
2. Cosmo Fee Waiver

Special Events Department
125 South Main St.
(801)226-1929
Annan@vineyardtown.com

VINEYARD
STAY CONNECTED

FOR OFFICE USE ONLY
Application Received 5/20/24

Fee Waiver Application

APPLICANT INFORMATION

Name of Applicant: Taylor Sanford			Date of application: 5/20/24
Applicant Organization Name: Utah Roundnet			
Email address: taylor@utahroundnet.com			
Mailing Address: 1125 W 660 N			
City: Lehi	State: UT	Zip Code: 84043	Phone: 801-874-4513
Name of Event: Vineyard Days Spikeball Tournament			

Reason for Fee Waiver

Fee waivers are provided based on the following criteria please select the criteria that your organization meets

- ☐ The organization provides free programs to the community or raises funds for organizations that provide free or low-cost programs benefiting local youth, seniors, or under-served constituents.
- ☐ The organization provides cultural aspects to the event.
- ☐ The organization demonstrates extraordinary efforts to reduce and mitigate environmental, transportation, and residential impacts.
- ☒ The organization is aligned with the city council's critical goals as outlined in the city's general plan.

Brief Description of Organization: We partner with city events to host Spikeball tournaments for their events, at no cost to the city, enabling them to provide high quality events without the need for additional staffing, or purchasing any equipment.

By submitting a signed application, the applicant certifies that falsifying any information on this application constitutes cause for rejection or revocation of the waiver.

Applicant's Name (please print): Taylor Sanford

Applicant's Signature: [signature] Date: 05/20/24

CITY APPROVAL

This application has been reviewed and approved by

Vineyard Special Events Department ______________________ Date ______________

Vineyard City Manager ______________________ Date ______________

Last Updated: 10.5.2023

Special Events Department
125 South Main St.
(801)226-1929
Annan@vineyardtown.com

VINEYARD
STAY CONNECTED

FOR OFFICE USE ONLY
Application Received 5/21/24

Fee Waiver Application

APPLICANT INFORMATION

Name of Applicant: Cameron Call			Date of application: 05/21/2024
Applicant Organization Name: BYU Athletic Marketing			
Email address: cameron_call@byu.edu			
Mailing Address: C-40 ASB			
City: Provo	State: UT	Zip Code: 84660	Phone: 801-726-7723
Name of Event: Cosmo in the Park			

Reason for Fee Waiver

Fee waivers are provided based on the following criteria please select the criteria that your organization meets

- ☑ The organization provides free programs to the community or raises funds for organizations that provide free or low-cost programs benefiting local youth, seniors, or under-served constituents.
- ☐ The organization provides cultural aspects to the event.
- ☐ The organization demonstrates extraordinary efforts to reduce and mitigate environmental, transportation, and residential impacts.
- ☐ The organization is aligned with the city council's critical goals as outlined in the city's general plan.

Brief Description of Organization: Family friendly event where we invite anyone to come to a park where we set up booths, activities, games/yard games, give out some small treats, along with bringing everyone's favorite mascot, Cosmo!

By submitting a signed application, the applicant certifies that falsifying any information on this application constitutes cause for rejection or revocation of the waiver.

Applicant's Name (please print): Cameron Call

Applicant's Signature: Cameron Call Date: 05/21/2024

CITY APPROVAL

This application has been reviewed and approved by

Vineyard Special Events Department ______________________ Date ____________

Vineyard City Manager ______________________ Date ____________

Last Updated: 10.5.2023

VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: May 22, 2024
Agenda Item: Public Hearing - Proposed Tentative Fiscal Year 2024-2025 Budget
Department: Finance
Presenter: Kristie Bayles

Background/Discussion:
Utah Code Section 10-6-111 requires that a tentative budget for the next fiscal year be filed with and tentatively adopted by the governing body of the city on or before the first regularly scheduled meeting of the governing body in May of the current fiscal year.

Utah Code Section 10-6-113 requires that at the meeting at which the tentative budget is adopted, the governing body of the city shall establish the time and place of a public hearing to consider its adoption and shall order that notice of the public hearing to be published at least seven days prior to the hearing. At the May 8, 2024, meeting, the City Council established 6:00 PM on May 22, 2024, at the Council Chambers at Vineyard City Hall as the time and place of the Fiscal Year 2024-2025 Budget public hearing.

Fiscal Impact:
General Fund - $12,737,186 Total Revenues; $197,228 Fund Balance Appropriation; $12,934,414 Total Expenditures & Transfers Out

Impact Fee Fund - $508,300 Total Revenues; $70,500 Fund Balance Appropriation; $578,800 Total Expenditures

Capital Projects Fund - $220,000 Total Transfers In; $3,034,721 Fund Balance Appropriation; $3,254,721 Total Expenditures & Transfers Out

Water Fund - $3,400,000 Total Revenues; $1,211,968 Fund Balance Appropriation; $4,611,968 Total Expenses & Transfers Out

Wastewater Fund - $3,227,000 Total Revenues and Transfers In; $318,555 Fund Balance Appropriation; $3,545,555 Total Expenses & Transfers Out

Storm Water Fund - $280,847 Total Revenues & Transfers In; $318,255 Fund Balance Appropriation; $599,102 Total Expenses & Transfers Out

Transportation Fund - $806,698 Total Transfers In; $623,926 Fund Balance Appropriation; $1,430,624 Total Expenses & Transfers Out

Internal Services Fund - $1,527,499 Total Revenues & Transfers In; $1,527,499 Total Expenses

Recommendation:
No action is required at this time. Final budget adoption is anticipated to occur during the

June 26, 2024 City Council Meeting.

Sample Motion:

Attachments:

1. FY25 Tentative Budget VINEYARD - Public Hearing 05.22.2024

Vineyard City

Fiscal Year 2024-2025 Projected Budget

GENERAL FUND SUMMARY 2025

	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
BEGINNING FUND BALANCE:		**$ 3,943,297**	**$ 2,622,579**
REVENUES:			
PROPERTY TAXES	$ 3,261,171	$ 3,417,859	$ 3,450,000
TRANSPORTATION TAXES	$ 296,945	305,000	310,000
SALES TAXES	$ 3,150,801	3,285,246	3,450,000
RAP TAX	$ 208,953	215,000	220,000
FRANCHISE FEES	$ 892,696	765,000	800,000
BUSINESS LICENSES AND PERMITS	$ 15,460	20,000	15,000
BUILDING PERMITS	$ 265,675	715,000	900,000
FIRE INSPECTION AND PLAN REVIEW FEES	$ 8,420	15,000	15,000
CLASS C ROAD FUNDS	$ 515,957	525,000	495,000
GRANT REVENUE	$ 9,995	142,500	-
DEVELOPMENT FEES	$ 219,311	260,000	327,300
SANITATION FEES	$ 559,156	580,000	590,000
INSPECTION FEES	$ 120,323	445,000	200,000
RECREATION FEES	$ 162,334	202,000	198,000
FINES AND FORFEITURES	$ 0	1,000	1,000
CREDIT CARD FEES	$ 7,026	8,000	5,000
INTEREST EARNINGS	$ 166,048	150,000	150,000
RENTS	$ 20,838	35,000	20,000
LIBRARY FEES	$ 5	-	-
SPONSORSHIPS	$ 30,550	35,000	35,000
MISCELLANEOUS REVENUE	$ 27,689	18,596	9,972
USE OF PRIOR YEAR FUND BALANCE	$ 26,004	1,320,718	197,228
TOTAL REVENUE	**$ 9,965,355**	**$ 12,460,919**	**$ 11,388,500**
TRANSFERS IN:			
TRANSFER FROM RDA FUND	330,138	477,051	422,590
TRANSFER FROM CAPITAL PROJECTS	-	-	1,123,323
TOTAL TRANSFERS IN	**$ 330,138**	**$ 477,051**	**$ 1,545,913**
TOTAL REVENUE & TRANSFERS IN	**$ 10,295,493**	**$ 12,937,970**	**$ 12,934,414**

GENERAL FUND SUMMARY 2025

		ACTUAL FY 22-23		ADOPTED BUDGET FY 23-24		PROJECTED BUDGET FY 24-25
GENERAL FUND EXPENDITURES:						
MAYOR AND COUNCIL	$	100,366	$	143,987	$	127,435
CITY MANAGER		137,192		171,758		220,284
RECORDER		192,536		237,911		206,775
FINANCE		247,385		347,580		351,139
HUMAN RESOURCES		125,254		0		0
COMMUNICATIONS		156,960		381,005		513,001
PLANNING		0		622,893		754,230
BUILDING		386,860		637,218		647,047
POLICE		2,328,474		2,913,984		3,346,998
FIRE		1,654,069		1,511,067		2,250,807
LIBRARY		29,979		62,839		59,093
PUBLIC WORKS		745,006		699,573		166,340
ENGINEERING		152,492		145,013		209,056
SANITATION		493,381		541,942		595,736
PARKS		618,442		866,667		931,180
RECREATION		359,798		432,053		479,211
SPECIAL EVENTS		152,440		177,217		255,804
NON-DEPARTMENTAL		57,076		172,500		139,200
TOTAL DEPT ALLOCATIONS	**$**	**7,937,711**	**$**	**10,065,207**	**$**	**11,253,335**
TRANSFERS OUT:						
TRANSFER TO WASTEWATER FUND				11,055		-
TRANSFER TO STORMWATER FUND				26,661		10,847
TRANSFER TO TRANSPORTATION FUND				929,223		806,698.10
TRANSFER TO CAPITAL PROJECTS FUND				1,047,000		220,000
TRANSFER TO INTERNAL SERVICE FUND				858,824		643,532.81
TOTAL TRANSFERS OUT:	**$**	**-**	**$**	**2,872,763**	**$**	**1,681,078**
TOTAL EXP. & TRANS.OUT			**$**	**12,937,970**	**$**	**12,934,414**
OPERATING SURPLUS(DEFICIT)			**$**	**0**	**$**	**0**

GENERAL FUND REVENUES	FY23 Actual	FY24 Budget	Projected FY25 Budget
Property Tax	$ 3,261,171	$ 3,417,859	$ 3,450,000
Sales Tax	$ 3,150,801	$ 3,285,246	$ 3,450,000
Transporation Tax	$ 296,945	$ 305,000	$ 310,000
RAP Tax	$ 208,953	$ 215,000	$ 220,000
Franchise Tax	$ 892,696	$ 765,000	$ 800,000
Total Taxes	$ 7,810,565	$ 7,988,105	$ 8,230,000
	12%	14%	3%
Business Licenses and Permits	$ 15,460	$ 20,000	$ 15,000
Building Permits	$ 265,675	$ 715,000	$ 900,000
Fire Inspection and Plan Review Fees	$ 8,420	$ 15,000	$ 15,000
Total Licenses and Permits	$ 289,554	$ 750,000	$ 930,000
Class B&C Road Funds	$ 515,957	$ 525,000	$ 495,000
Grant Revenue	$ 9,995	$ 142,500	$ -
Total Intergovernmental Revenue	$ 525,952	$ 667,500	$ 495,000
Development Fees	$ 219,311	$ 260,000	$ 327,300
Sanitation Fees	$ 559,156	$ 580,000	$ 590,000
Inspection Fees	$ 120,323	$ 200,000	$ 200,000
Recreation Fees	$ 162,334	$ 202,000	$ 198,000
Fines & Forfeitures	$ -	$ 1,000	$ 1,000
Credit Card Fees	$ 7,026	$ 8,000	$ 5,000
Interest Earnings	$ 166,048	$ 150,000	$ 150,000
Rents	$ 20,838	$ 35,000	$ 20,000
Library Fees	$ 5	$ -	$ -
Donations	$ 1,000	$ -	$ -
Sponsorships	$ 30,550	$ 35,000	$ 35,000
Miscellaneous Revenues	$ 27,689	$ 18,596	$ 9,972
Beg. Fund Appropriation	$ 26,004	**$ 1,320,718**	**$ 197,228**
Total Misc Revenue	$ 1,340,283	$ 2,810,314	$ 1,733,500
Transfer From RDA Fund - Tax Admin	$ 330,138	$ 477,051	$ 422,590
Transfer From Capital Projects			$ 1,123,323
TOTAL GENERAL FUND REV	$ 10,296,493	$ 12,692,970	$ 12,934,414
TOTAL GENERAL FUND EXPEND	$ 12,937,970	$ 12,937,970	$ 12,934,414
Surplus (Deficit)	$ (2,641,477)	$ (245,000)	$ (0.00)

MAYOR AND MUNICIPAL COUNCIL

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Mayor & Council					
10	0101	4001	Full Time Regular			-
10	0101	4002	Part Time Regular	86,430	112,708	93,152
10	0101	4008	Compensation Adjustments	-	971	1,457
10	0101	4051	Retirement & Taxes	3,473	7,092	7,126
10	0101	4105	Membership Dues & Subscriptions	-	500	500
10	0101	4108	Meetings	625	4,500	4,500
10	0101	4257	Programs	3,799	9,715	9,500
10	0101	4355	Miscellaneous	801.26	-	1,500
10	0101	4413	Training	4,194	3,000	5,200
10	0101	4414	Travel	1,044	5,500	4,500
			Total Mayor & Council	**100,366**	**143,987**	**127,435**

CITY MANAGER

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	City Manager					
10	0201	4001	Full Time Regular	79,153	96,835	128,299
10	0201	4006	Other Compensation	600	960	420
10	0201	4007	Car Allowance	3,600	3,950	3,950
10	0201	4008	Compensation Adjustments	-	1,171	2,286
10	0201	4051	Retirement & Taxes	18,701	23,086	29,304
10	0201	4053	Insurance	15,411	14,456	21,100
10	0201	4105	Membership Dues & Subscriptions	9,445	14,200	12,825
10	0201	4108	Meetings	3,313	3,000	4,500
10	0201	4109	Special Events	2,525	3,000	3,000
10	0201	4355	Miscellaneous	3,314.69	-	3,500
10	0201	4413	Training	660	5,800	7,300
10	0201	4414	Travel	469	5,300	3,800
			Total City Manager	**137,192**	**171,758**	**220,284**

RECORDER

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Recorder					
10	0301	4001	Full Time Regular	77,493	139,085	116,840
10	0301	4002	Part Time Regular	32,308	-	-
10	0301	4005	Overtime	199	-	-
10	0301	4006	Other Compensation	520	1,440	600
10	0301	4008	Compensation Adjustments	-	1,696	2,107
10	0301	4051	Retirement & Taxes	26,649	34,528	27,818
10	0301	4053	Insurance	15,445	35,973	30,370
10	0301	4103	Public Notices	800	5,000	5,000
10	0301	4105	Membership Dues & Subscriptions	355	900	850
10	0301	4108	Meetings	-	240	240
10	0301	4110	Postage	-	50	50
10	0301	4151	Equipment	36,954	-	-
10	0301	4301	Contract Services	-	15,000	-
10	0301	4355	Miscellaneous	171	1,000	19,000
10	0301	4413	Training	593	1,000	1,100
10	0301	4414	Travel	1,049	2,000	2,800
			Total Recorder	**192,536**	**237,911**	**206,775**

FINANCE

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Finance					
10	0401	4001	Full Time Regular	113,193	138,906	142,681
10	0401	4002	Part Time Regular	35,439	53,442	51,915
10	0401	4003	Seasonal Employees	6,518	13,786	13,853
10	0401	4005	Overtime	91		
10	0401	4006	Other Compensation	1,947.01	2,040	588
10	0401	4007	Car Allowance	2,400.00	2,400	2,400
10	0401	4008	Compensation Adjustments	0	2,398	3,355
10	0401	4051	Retirement & Taxes	27,203	39,621	37,619
10	0401	4053	Insurance	12,590	24,832	21,528
10	0401	4105	Membership Dues & Subscriptions	425	830	1,125
10	0401	4108	Meetings	402.5	600	600
10	0401	4301	Contract Services	9275	25,000	31,500
10	0401	4352	Bank Fees	30,354.20	10,000	10,000
10	0401	4353	Merchant Fees		20,000	20,000
10	0401	4355	Miscellaneous	285	2,025	2,125
10	0401	4413	Training	4,469	3,700	3,850
10	0401	4414	Travel	2,794	8,000	8,000
			Total Finance	**247,385**	**347,580**	**351,139**

COMMUNICATIONS

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Communications					
10	0601	4001	Full Time Regular	123,300	142,555	203,382
10	0601	4002	Part Time Regular	2,066	26,116	47,491
10	0601	4005	Overtime	180		
10	0601	4006	Other Compensation	1,260	1,680	450
10	0601	4008	Compensation Adjustments	0	2,322	4,115
10	0601	4051	Retirement & Taxes	25,500	45,544	47,857
10	0601	4053	Insurance	510	37,451	48,650
10	0601	4108	Meetings	366	600	600
10	0601	4152	Supplies	0	500	500
10	0601	4151	Equipment	236	730	650
10	0601	4257	Communities that Care	2,950	7,000	31,000
10	0601	4355	Miscellaneous	0	114,707	126,707
10	0601	4413	Training	290	1,200	1,100
10	0601	4414	Travel	305	600	500
			Total Communications	**156,960**	**381,005**	**513,001**

PLANNING

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Planning					
10	0701	4001	Full Time Regular	234,314	345,114	354,959
10	0701	4002	Part Time Regular	40,712	65,798	69,002
10	0701	4005	Overtime	3,852		
10	0701	4006	Other Compensation	870	3,000	960
10	0701	4007	Car Allowance	1,286	1,200	1,200
10	0701	4008	Compensation Adjustments	0	3,978	7,521
10	0701	4051	Retirement & Taxes	56,204	89,521	93,453
10	0701	4053	Insurance	36,483	71,024	76,669
10	0701	4105	Membership Dues & Subscriptions	51,054	8,253	8,825
10	0701	4108	Meetings	2,039	8,000	9,000
10	0701	4301	Contract Services	2,658	-	97,000
10	0701	4355	Miscellaneous	7,364	7,300	14,710
10	0701	4413	Training	4,437	10,065	10,959
10	0701	4414	Travel	5,701.87	9,640	9,973
			Total Planning	**446,975**	**622,893**	**754,230**

BUILDING

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Building					
10	0801	4001	Full Time Regular	287,583	388,346	413,587
10	0801	4003	Seasonal Employee	6,086	10,712	10,834
10	0801	4006	Other Compensation	180	3,120	960
10	0801	4007	Car Allowance	400	2,400	2,400
10	0801	4008	Compensation Adjustments	0	4,822	7,564
10	0801	4051	Retirement & Taxes	60,448	94,736	96,395
10	0801	4053	Insurance	4,191	74,903	57,436
10	0801	4105	Membership Dues & Subscriptions	1,004	2,760	2,760
10	0801	4108	Meetings	492	2,720	2,160
10	0801	4151	Equipment	0	2,000	3,500
10	0801	4152	Supplies	4,832	6,000	4,000
10	0801	4154	Uniforms	424	900	900
10	0801	4301	Contract Services	900	20,000	20,000
10	0801	4355	Miscellaneous	1,099	4,000	4,000
10	0801	4413	Training	2,042	9,800	10,550
10	0801	4414	Travel	2,189	10,000	10,000
			Total Building	**386,860**	**637,218**	**647,047**

POLICE

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Police					
10	0901	4001	Full Time Regular	-	16,068	-
10	0901	4002	Part Time Regular	35,452	43,510	51,877
10	0901	4008	Compensation Adjustments	-	650	-
10	0901	4051	Retirement & Taxes	1,376	7,159	3,969
10	0901	4053	Insurance	-	2,874	-
10	0901	4151	Equipment	-	2,850	2,850
10	0901	4154	Uniforms	-	3,000	3,000
10	0901	4301	Contract Services	2,291,436	2,836,872	3,284,303
10	0901	4355	Miscellaneous	210	1,000	1,000
			Total Police	**2,328,474**	**2,913,984**	**3,346,998**

FIRE SERVICES

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Fire Services					
10	1001	4301	Contract Services	1,654,069	1,511,067	2,250,807
			Total Fire Services	**1,654,069**	**1,511,067**	**2,250,807**

LIBRARY

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Library					
10	1101	4002	Part Time Regular	6,829	28,248	22,520
10	1101	4008	Compensation Adjustments		296	395
10	1101	4051	Retirement & Taxes	99	2,161	2,458
10	1101	4105	Membership Dues & Subscriptions		95	130
10	1101	4108	Meetings		220	220
10	1101	4151	Equipment		1,825	1,825
10	1101	4152	Supplies	4,855	1,850	1,850
10	1101	4257	Programs	18,197	1,100	1,100
10	1101	4301	Contract Services		4,500	5,700
10	1101	4355	Miscellaneous		22,000	22,000
10	1101	4413	Training		225	525
10	1101	4414	Travel		320	370
			Total Library	**29,979**	**62,839**	**59,093**

PUBLIC WORKS

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
Public Works Administration						
10	1201	4001	Full Time Regular	165,890.32	39,050	50,185
10	1201	4002	Part Time Regular	527.34	-	-
10	1201	4005	Overtime	0	5,857	7,528
10	1201	4006	Other Compensation	1,950.00	1,920	120
10	1201	4007	Car Allowance	900	3,600	3,600
10	1201	4008	Compensation Adjustments	-	472	894
10	1201	4051	Retirement & Taxes	32,494.70	9,309	11,462
10	1201	4053	Insurance	10,348.61	8,261	8,440
10	1201	4101	Maintenance	11,923.64	-	-
10	1201	4105	Membership Dues & Subscriptions	14,748.63	14,900	18,520
10	1201	4108	Meetings	3,365.43	840	2,500
10	1201	4151	Equipment	11,102.53	20,200	12,100
10	1201	4152	Supplies	4,390.55	400	1,600
10	1201	4154	Uniforms	2,425.61	4,100	2,800
10	1201	4160	Salt	29,928.57	-	-
10	1201	4205	Electric Charges	23,827.29	27,825	33,390
10	1201	4301	Contract Services	399,849.86	79,500	-
10	1201	4303	Software Maintenance	-	1,500	2,000
10	1201	4355	Miscellaneous	5,682.07		
10	1201	4359	Signs	5,834.07	-	-
10	1201	4365	Trees	17,000.00	-	-
10	1201	4407	Certification and Testing	422	7,000	7,000
10	1201	4413	Training	1,534.92	7,200	4,200
10	1201	4414	Travel	859.77	-	-
			Total Public Works Administration	**745,006**	**231,934**	**166,340**
Public Works Grounds Maintenance						
10	1202	4001	Full Time Regular		**44,708**	61,741
10	1202	4002	Part Time Regular		**7,176**	19,653
10	1202	4005	Overtime		**6,706**	9,261
10	1202	4006	Other Compensation		**2,280**	180
10	1202	4008	Compensation Adjustments		**616**	1,222
10	1202	4051	Retirement & Taxes		**11,207**	15,814
10	1202	4053	Insurance		**18,586**	25,320
10	1202	4101	Maintenance		**20,000**	10,000
10	1202	4103	Public Notices		**250**	250
10	1202	4105	Memberships		**500**	1,400
10	1202	4108	Meetings		**500**	-
10	1202	4151	Equipment		**34,840**	4,520
10	1202	4152	Supplies		**19,535**	27,500
10	1202	4154	Uniforms		**1,285**	1,250
10	1202	4301	Contract Services		**262,850**	276,950
10	1202	4365	Trees		**26,500**	25,000
10	1202	4407	Certification and Testing		**4,500**	2,300
10	1202	4413	Training		**3,000**	3,300
10	1202	4414	Travel		**2,600**	5,400
			Total Public Works Grounds Maintenance	**-**	**467,639**	**491,061**
			Public Works Administration	745,006	231,934	166,340
			Public Works Grounds Maintenance	-	467,639	491,061
			Total Public Works	**745,006**	**699,573**	**657,401**

ENGINEERING

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Engineering					
10	1301	4001	Full Time Regular	99,494	62,225	84,547
10	1301	4006	Other Compensation	990	1,320	120
10	1301	4007	Car Allowance	3,600	3,600	3,600
10	1301	4008	Compensation Adjustments	-	752	1,507
10	1301	4051	Retirement & Taxes	22,630	14,834	19,310
10	1301	4053	Insurance	12,422	18,586	15,825
10	1301	4105	Membership Dues & Subscriptions	2,062	4,795	6,745
10	1301	4108	Meetings	269	500	500
10	1301	4151	Equipment	761	1,500	8,102
10	1301	4154	Uniforms	358	-	-
10	1301	4301	Contract Services	5,232	31,250	61,250
10	1301	4407	Certification and Testing	378	1,400	2,300
10	1301	4413	Training	1,799	1,450	1,050
10	1301	4414	Travel	2,497	2,800	4,200
			Total Engineering	**152,492**	**145,013**	**209,056**

SANITATION

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Sanitation					
10	1401	4301	Contract Services	492,165.68	541,942	595,736
	1401	4808	Bad Debt Expense	1,215.10		
			Total Sanitation	**493,381**	**541,942**	**595,736**

PARKS

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Parks					
10	1501	4001	Full Time Regular	237,558	256,210	271,614
10	1501	4002	Part Time Regular	4,738	6,160	6,378
10	1501	4003	Seasonal Employee	28,494	77,126	47,275
10	1501	4005	Overtime	2,574	8,000	8,000
10	1501	4006	Other Compensation	3,747	4,560	2,700
10	1501	4008	Compensation Adjustments	0	3,971	4,940
10	1501	4051	Retirement & Taxes	53,783	67,452	66,141
10	1501	4053	Insurance	42,740	57,558	59,162
10	1501	4101	Maintenance	56,171	94,800	133,000
10	1501	4105	Membership Dues & Subscriptions	725	500	2,750
10	1501	4108	Meetings	97	780	720
10	1501	4151	Equipment	1,174	55,000	41,000
10	1501	4152	Supplies	11,723	17,000	24,000
10	1501	4154	Uniforms	703	1,600	1,600
10	1501	4201	Water Charges	145,489	-	-
10	1501	4205	Electric Charges	8,312	15,000	15,000
10	1501	4208	Miscellaneous Facilities Charges	3,100	4,000	4,000
10	1501	4301	Contract Services	7,907	176,950	200,000
10	1501	4355	Miscellaneous	7,774	8,000	31,500
10	1501	4413	Training	1,255	7,000	6,400
10	1501	4414	Travel	377	5,000	5,000
			Total Parks	**618,442**	**866,667**	**931,180**

RECREATION

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Recreation					
10	1601	4001	Full Time Regular	171,414.98	149,732	159,648
10	1601	4002	Part Time Regular	3,292.43	37,651	38,224
10	1601	4003	Seasonal Employee	18,200.26	32,136	53,820
10	1601	4005	Overtime	2,495.18	3,000	5,000
10	1601	4006	Other Compensation	732.86	1,080	1,080
10	1601	4008	Compensation Adjustments	-	2,542	3,443
10	1601	4051	Retirement & Taxes	38,830.40	41,035	43,505
10	1601	4053	Insurance	27,952.44	35,247	35,749
10	1601	4105	Membership Dues & Subscriptions	330	475	1,220
10	1601	4108	Meetings	151.19	360	360
10	1601	4151	Equipment			2,500
10	1601	4154	Uniforms	100.26	300	350
10	1601	4257	Programs	84,889.65	116,125	117,512
10	1601	4355	Miscellaneous	9,281.51	6,500	11,000
10	1601	4413	Training	1,924.32	2,870	3,350
10	1601	4414	Travel	203	3,000	2,450
			Total Recreation	**359,798**	**432,053**	**479,211**

SPECIAL EVENTS

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Special Events					
10	1701	4001	Full Time Regular	62,450.98	62,837	93,258
10	1701	4005	Overtime	1,817.84	-	1,500
10	1701	4006	Other Compensation	591.58	720	720
10	1701	4008	Compensation Adjustments	-	760	1,601
10	1701	4051	Retirement & Taxes	13,054.41	14,980	17,073
10	1701	4053	Insurance	262.05	9,600	9,600
10	1701	4105	Membership Dues & Subscriptions	848.5	2,300	2,350
10	1701	4108	Meetings	-	120	180
10	1701	4109	Special Events	69,679.19	78,800	124,072
10	1701	4151	Equipment	1,837.07	4,500	3,000
10	1701	4301	Contract Services	-	1,200	
10	1701	4304	Marketing	1,668.76	1,200	1,200
10	1701	4413	Training	-	200	600
10	1701	4414	Travel	230.08	-	650
			Total Special Events	**152,440**	**177,217**	**255,804**

NON-DEPARTMENTAL

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Non-Departmental					
10	1801	4110	Postage	-	2,000	2,000
10	1801	4152	Supplies	12,216.12	17,500	18,500
10	1801	4154	Uniforms	1,136.82	7,500	7,500
10	1801	4301	Contract Services	3,686.25	115,500	112,000
10	1801	4355	Miscellaneous	21,586.43	-	-
10	1801	4356	Community Garden	6,793.05	-	1,200
10	1801	4410	Employee Appreciation	11,657.77	-	-
10	1801	4855	General Fee Waivers	-	30,000	30,000
10	1801	6049	Transfer to Capital Projects	523,952.62	1,047,000	220,000
10	1801	6052	Transfer to Wastewater Fund	-	11,055	-
10	1801	6053	Transfer to Stormwater Fund	-	26,661	10,847
10	1801	6054	Transfer to Transportation Fund	689,594.99	929,223	806,698
10	1801	6061	Transfer to Internal Service Fund	433,001.00	858,824	643,533
			Total Non-Departmental	**1,703,625**	**3,045,263**	**1,852,278**

IMPACT FEES

FUND 23

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
BEGINNING FUND BALANCE:					1,401,973	1,326,973
	Revenue					
23	2301	3754	Public Safety Impact Fees			
23	2302	3754	Roadway Facilities Impact Fees	195,718	400,000	460,000
23	2303	3754	Park Facilities Impact Fees			-
23	2304	3754	Storm & Ground Water Facilities Impact Fees	10,784	30,000	34,500
23	2302	3501	Roadway Interest	27,654	12,000	13,800
			Use of Prior Year Fund Balance		75,000	70,500
			Total Revenue	**234,156**	**517,000**	**578,800**
	Public Safety Facilities					
23	2301	4301	Contract Services		25,000	25,000
23	2301	4651	Capital Expense			
			TOTAL Public Safety Facilities	**-**	**25,000**	**25,000**
	Roadway Facilities					
23	2302	4301	Contract Services	53,938	171,100	25,000
23	2302	4651	Capital Expense	31,373	130,000	130,000
23	2302		Appropriation To Fund Balance		110,900	318,800
			TOTAL Roadway Facilities	**85,312**	**412,000**	**473,800**
	Park Facilities					
23	2303	4301	Contract Services		25,000	25,000
23	2303	4651	Capital Expense			
			TOTAL Park Facilities	**-**	**25,000**	**25,000**

IMPACT FEES

FUND 23

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Storm & Ground Water Facilities					
23	2304	4301	Contract Services		40,000	40,000
23	2304	4651	Capital Expense	10,784	15,000	15,000
23	2304		Appropriation To Fund Balance			
			TOTAL Storm & Ground Water Facilities	**10,784**	**55,000**	**55,000**
			Public Safety Facilities	-	25,000	25,000
			Roadway Facilities	85,312	412,000	473,800
			Park Facilities	-	25,000	25,000
			Storm & Ground Water Facilities	10,784	55,000	55,000
			Total Impact Fees Fund	**96,096**	**517,000**	**578,800**
			Surplus (Deficit)	**138,061**	**-**	**-**

CAPITAL PROJECTS
FUND 49

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
BEGINNING FUND BALANCE:					**4,122,221**	**3,034,721**
	Revenue					
49	4901	5010	Transfer From General Fund	523,952.62	1,047,000	220,000
			Beginning Fund Balance Appropriation		2,563,000	3,034,721
			Total Revenue	**523,953**	**3,610,000**	**3,254,721**
	Capital Projects					
49	4901	4301	Contract Services			-
49	4901	4651	Capital Expense	281,063	2,134,500	2,131,398
49	4901		Transfer to General Fund			1,123,323
			Appropriation to Fund Balance			
			TOTAL Capital Projects	**281,063**	**2,134,500**	**3,254,721**
			Surplus (Deficit)	**242,889**	**1,475,500**	**-**

WATER
FUND 51

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
BEGINNING FUND BALANCE:					**$ 2,249,026**	**$ 2,199,582**
	Revenue					
51	5101	3602	Utility Service Sales	2,288,371	3,400,000	3,200,000
51	5101	3754	Impact Fees	50,191	150,000	130,000
51	5101	3205	Grant Revenue	1,702,174	-	-
51	5101	3803	Connection Fees	23,300	110,000	55,000
51	5101	3825	Late Fees	19,038	15,000	15,000
51	5101	3704	Bond Proceeds	-	13,500,000	
			Beginning Fund Balance Appropriation	-	49,444	1,211,968
			Total Revenue	**4,083,074**	**17,224,444**	**4,611,968**
	Water Distribution					
51	5101	4001	Full Time Regular	366,892	440,973	488,700
51	5101	4002	Part Time Regular	6,329	4,784	4,999
51	5101	4003	Seasonal Employee	3,568	2,757	14,103
51	5101	4005	Overtime	2,364	12,410	
51	5101	4006	Other Compensation	1,890	2,880	3,258
51	5101	4007	Car Allowance	4,100	4,200	
51	5101	4008	Compensation Adjustments	0	5,432	8,834
51	5101	4051	Retirement & Taxes	84,132	107,717	115,190
51	5101	4053	Insurance	57,154	106,737	117,196
51	5101	4101	Maintenance	45,010	85,000	108,500
51	5101	4105	Membership Dues & Subscriptions	1,181	2,500	2,300
51	5101	4108	Meetings	260	720	680
51	5101	4151	Equipment	1,368	24,800	26,500
51	5101	4152	Supplies	13,102	35,000	40,000
51	5101	4154	Uniforms	365	1,800	2,400
51	5101	4157	Meters	149,095	150,000	150,000
51	5101	4205	Electric Charges	9,290	25,000	200,000
51	5101	4301	Contract Services	1,344,098	1,365,000	1,559,000
51	5101	4306	Public Engagement		-	20,800
51	5101	4355	Miscellaneous	85	-	-
51	5101	4407	Certification and Testing	3,455	7,500	8,500
51	5101	4413	Training	695	2,400	3,500
51	5101	4414	Travel	676	3,000	4,500
51	5101	4651	Capital Expense	-	13,675,000	695,000
51	5101	4802	Principal on Debt	-	350,000	207,000
51	5101	4803	Interest on Debt	-	350,000	610,000
51	5101	4808	Bad Debt Expense	14,449		
51	5101		Appropriation of Impact Fees to Fund Balance		200,000	
51	5101	6061	Transfer to Internal Service Fund	237,841	258,834	221,009
			Total Water Distribution	**2,347,399**	**17,224,444**	**4,611,968**
			Surplus (Deficit)	**1,735,675**	**0**	**0**

WASTEWATER
FUND 52

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
BEGINNING FUND BALANCE:					**841,186**	**452,241**
	Revenue					
52	5201	3602	Utility Service Sales	1,679,575	2,130,000	2,982,000
52	5201	3754	Impact Fees	110,004	175,000	245,000
52	5201	3851	Misc Revenue			
52	5201	3704	Bond Proceeds	-	1,500,000	
52	5201	5010	Transfer From General Fund	-	-	-
			Beginning Fund Balance Appropriation	116,091		318,555.13
			Total Revenue	**1,905,670**	**3,805,000**	**3,545,555**
	Wastewater Collection					
52	5201	4001	Full Time Regular	229,258	235,098	287,022
52	5201	4002	Part Time Regular	2,110	-	-
52	5201	4003	Seasonal Employee	455	919	2,000
52	5201	4005	Overtime	985	5,368	5,368
52	5201	4006	Other Compensation	550	2,880	1,836
52	5201	4008	Compensation Adjustments	0	2,863	5,146
52	5201	4051	Retirement & Taxes	50,334	57,202	67,097
52	5201	4053	Insurance	35,941	55,504	62,442
52	5201	4101	Maintenance	34,351	155,500	223,000
52	5201	4105	Membership Dues & Subscriptions	949	2,000	4,000
52	5201	4108	Meetings	0	480	480
52	5201	4151	Equipment	10,982	33,200	40,400
52	5201	4152	Supplies	2,860	6,000	73,500
52	5201	4154	Uniforms	456	4,100	1,500
52	5201	4205	Electric Charges	17,353	20,360	27,000
52	5201	4301	Contract Services	908,832	805,750	1,345,000
52	5201	4306	Public Engagement	-	-	800
52	5201	4407	Certification and testing	631	7,500	7,500
52	5201	4413	Training	0	2,400	3,000
52	5201	4414	Travel	0	2,000	3,000
52	5201	4651	Capital Expense	-	1,500,000	994,880
52	5201	4802	Principal on Debt		100,000	100,000
52	5201	4803	Interest on Debt		100,000	100,000
52	5201	4808	Bad Debt Expense	2,687		
52	5201		Appropriation of Impact Fees to Fund Balance		175,000	-
52	5201	6061	Transfer to Internal Service Fund	125,050.00	141,930	190,584
			Total Wastewater Collection	**1,423,784**	**3,416,055**	**3,545,555**
			Surplus (Deficit)	**481,886**	**388,945**	**0**

STORMWATER
FUND 53

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
BEGINNING FUND BALANCE:					**340,654**	**365,654**
	Revenue					
53	5301	3602	Utility Service Sales	328,333.77	350,000	270,000
53	5301	5010	Transfer From General Fund	-	26,661	10,847
			Beginning Fund Balance Appropriation	49,220	25,000	318,255
			Total Revenue	**377,554**	**401,661**	**599,102**
	Stormwater Administration & Permitting					
53	5301	4001	Full Time Regular	79,105.91	171,038	275,443
53	5301	4003	Seasonal Employee	225.84	919	2,000
53	5301	4005	Overtime	198.05	5,500	
53	5301	4006	Other Compensation		-	1,098
53	5301	4008	Compensation Adjustments		2,084	4,864
53	5301	4051	Retirement & Taxes	17,279.71	41,475	63,533
53	5301	4053	Insurance	6,457.70	36,774	52,285
53	5301	4101	Maintenance	957.92	15,000	19,800
53	5301	4103	Public Notices	-	200	200
53	5301	4105	Membership Dues & Subscriptions	962.88	1,050	900
53	5301	4108	Meetings	-	180	180
53	5301	4152	Supplies	1,140.63	2,900	3,000
53	5301	4154	Uniforms	-	450	600
53	5301	4301	Contract Services	6,490.00	27,500	30,000
53	5301	4303	Software Maintenance	1,200.00	1,500	2,000
53	5301	4306	Public Engagement	461.53	1,350	2,650
53	5301	4407	Certification and Testing	1,750.00	3,200	3,950
53	5301	4413	Training	85	600	600
53	5301	4414	Travel	1,339.02	-	-
53	5301	4651	Capital Expense		-	-
53	5301	4808	Bad Debt Expense	369.99	-	-
53	5301	6061	Transfer to Internal Service Fund	59,605.00	89,942	132,050
			Total Stormwater Admin & Permitting	**177,629**	**401,661**	**599,102**
	Stormwater Maintenance					
53	5302	4101	Maintenance	55	-	-
			Total Stormwater Maintenance	**55**	**-**	**-**
			Stormwater Admin & Permitting	177,629	401,661	599,102
			Stormwater Maintenance	55	-	-
			Total Stormwater	**177,684**	**401,661**	**599,102**
			Surplus (Deficit)	**199,870**	**-**	**(0)**

TRANSPORTATION					ADOPTED	PROJECTED
FUND 54				ACTUAL	BUDGET	BUDGET
FUND	ORG	ACCT	DESCRIPTION	FY 22-23	FY 23-24	FY 24-25
BEGINNING FUND BALANCE:					**668,386**	**952,622**
	Revenue					
54	5401	3401	Road Cut Fee	16		
54	5401	3757	Utility Transportation Fee			
54	5401	5010	Transfer From General Fund	689,595	930,009	806,698
			Beginning Fund Balance Appropriation	284,236	284,236	623,926
			Total Revenue	**973,847**	**1,214,245**	**1,430,624**
	Transportation					
54	5401	4001	Full Time Regular	179,291	148,073	251,196
54	5401	4002	Part Time Regular	0	4,784	8,103
54	5401	4005	Overtime	574	25,445	25,445
54	5401	4006	Other Compensation	1,600	2,880	1,110
54	5401	4008	Compensation Adjustments	0	1,845	4,501
54	5401	4051	Retirement & Taxes	37,611	36,086	58,832
54	5401	4053	Insurance	9,412	32,749	55,960
54	5401	4101	Maintenance	4,376	35,000	51,500
54	5401	4105	Membership Dues & Subscriptions	-	5,500	5,000
54	5401	4108	Meetings	-	180	240
54	5401	4151	Equipment	86,736	22,900	65,900
54	5401	4152	Supplies	1,466	45,000	47,500
54	5401	4154	Uniforms	406	950	1,700
54	5401	4301	Contract Services	272,118	633,500	582,925
54	5401	4355	Miscellaneous		-	5,000
54	5401	4413	Training	-	3,400	2,900
54	5401	4414	Travel	-	1,950	2,800
54	5401	4651	Capital Expense		-	-
54	5401	4808	Bad Debt Expense	1,888	-	-
54	5401	6061	Transfer to Internal Service Fund	123,253	214,002	260,012
			TOTAL Transportation	**718,732**	**1,214,245**	**1,430,624**
			Surplus (Deficit)	**255,115**	**0**	**0**

INTERNAL SERVICE
FUND 61

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
BEGINNING FUND BALANCE:					**331,991**	**321,071**
	Revenue					
61	6101	3807	Sale of Vehicles	-	73,000	-
61	6101	5010	Transfer From General Fund	433,001	858,824	643,533
61	6101	5051	Transfer From Water Fund	237,841	256,688	221,009
61	6101	5052	Transfer From Wastewater Fund	125,050	141,930	190,584
61	6101	5053	Transfer From Storm Water Fund	59,605	89,942	132,050
61	6101	5054	Transfer from Transportation Fund	123,253	213,216	260,012
61	6101	5025	Transfer from RDA Fund	56,420	62,898	75,000
			Beginning Fund Balance Appropriation	60,000	141,000	5,311
			Total Revenue	**1,095,170**	**1,837,498**	**1,527,499**
	Internal Service Administration					
61	6101	4001	Full Time Regular	19,008	9,748	-
61	6101	4008	Compensation Adjustments	0	120	-
61	6101	4051	Retirement & Taxes	3,857	2,497	-
61	6101	4053	Insurance	89	1,532	-
61	6101		Wellness	-	-	18,000
61	6101	4301	Contract Services	120,889	151,500	162,000
			Total Internal Service Administration	**143,843**	**165,397**	**180,180**
	Facilities					
61	6102	4001	Full Time Regular	20,596	44,708	61,741
61	6102	4002	Part Time Regular	8,074	7,176	19,653
61	6102	4006	Other Compensation	0	1,320	180
61	6102	4008	Compensation Adjustments	0	616	1,222
61	6102	4051	Retirement & Taxes	4,030	11,207	15,814
61	6102	4053	Insurance	2,891	18,586	25,320
61	6102	4101	Maintenance	7,244	46,500	27,000
61	6102	4105	Memberships Dues & Subscriptions	1,447	-	-
61	6102	4107	Lease Payments	67,943	74,222	76,448
61	6102	4152	Supplies	11,604	12,400	15,900
61	6102	4204	Natural Gas Charges	9,877	13,000	13,500
61	6102	4205	Electric Charges	11,939	16,000	17,600
61	6102	4206	Telephone & Internet	18,638	26,000	24,000
61	6102	4208	Misc Facilities Charges	5,020	4,000	4,000
61	6102	4210	Cellular Phone Bills	17,195	14,500	14,500
61	6102	4301	Contract Services	54,514	66,430	86,526
61	6102	4355	Miscellaneous	0	2,000	-
			Total Facilities	**241,010**	**358,664**	**403,405**

INTERNAL SERVICE
FUND 61

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
	Fleet Management					
61	6103	4101	Maintenance	14,006	27,590	21,250
61	6103	4107	Lease Payments	15,593	190,898	291,681
61	6103	4151	Equipment	2,516	4,500	10,000
61	6103	4301	Contract Services	121	12,361	16,195
61	6103	4751	Vehicle Replacement	209	325,000	-
61	6103	4759	Vehicle Repairs	7,906	15,000	15,000
61	6103	4760	Vehicle Fuel	50,597	67,400	82,900
			Total Fleet Management	**90,948**	**642,749**	**437,026**
	Information Systems					
61	6104	4108	Meetings			
61	6104	4151	Equipment	3,210	5,000	5,250
61	6104	4301	Contract Services	64,525	90,330	102,544
61	6104	4303	Software Maintenance	67,961	153,100	122,980
61	6104	4551	Computer Replacement	27,981	35,500	37,500
			Total Information Systems	**163,677**	**283,930**	**268,274**
	Human Resources					
61	6105	4001	Full Time Regular	68,394	109,541	111,576
61	6105	4006	Other Compensation	500	1,920	600
61	6105	4008	Compensation Adjustments	-	1,325	1,988
61	6105	4051	Retirement & Taxes	16,148	26,115	25,484
61	6105	4053	Insurance	17,157	25,167	32,426
61	6105	4105	Membership Dues & Subscriptions	125	750	800
61	6105	4108	Meetings	-	120	240
61	6105	4152	Supplies	-	100	200
61	6105	4355	Miscellaneous	22,510	47,000	42,000
61	6105	4410	Employee Appreciation	-	13,750	14,000
61	6105	4413	Training	249	7,450	7,300
61	6105	4414	Travel	171	3,600	2,000
			Total Human Resources	**125,254**	**236,837**	**238,614**

INTERNAL SERVICE
FUND 61

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ADOPTED BUDGET FY 23-24	PROJECTED BUDGET FY 24-25
			Internal Service Administration	143,843	165,397	180,180
			Facilities	241,012	356,664	403,405
			Fleet Management	90,948	642,749	437,026
			Information Systems	163,677	283,930	268,274
			Human Resources	-	236,837	238,614
			Total Internal Services	**639,480**	**1,685,578**	**1,527,499**
			Surplus (Deficit)	**455,690**	**151,920**	**(0)**