

1. June 24, 2020 Town Council Agenda

Documents:

[062420.TCSA.COURTESY.PDF](#)

2. June 24, 2020 Packet Materials

Documents:

[ITEM B1 - RESOLUTION 2020-06 FINAL BUDGET AMENDMENT 19-20.PDF](#)
[ITEM B5 - PLANNING COMMISSION BYLAWS AMENDMENT.PDF](#)



118 Lion Blvd PO Box 187 Springdale UT 84767 * 435-772-3434 fax 435-772-3952

TOWN COUNCIL NOTICE AND AGENDA
THE SPRINGDALE TOWN COUNCIL WILL HOLD A SPECIAL MEETING ON
WEDNESDAY, JUNE 24, 2020 AT 10:00 AM

This Council meeting will not have an anchor location and will be conducted entirely via electronic means. Council members will connect remotely. The meeting will be available for live public viewing. Public comment will be taken during the Public Budget Hearing portion of the agenda. If you do not have access to the internet, you can join the audio via telephone.
****Please see electronic login information below.**

Approval of the agenda

A. Discussion/Information/Non-Action Items

1. General discussion and announcements
2. Update on the *Above Zion* campground development proposal on Kolob Mountain

B. Administrative Action Items

1. Public Budget Hearing: Resolution 2020-06 to open and amend the FY 2019/20 budget
2. Appointment of Eric Rioux as Planning Commissioner for term expiring January 2023
3. Appointment of Dawn McComb as Planning Commission First Alternate for term expiring February 2023
4. Appointment of Steve Carnahan as Planning Commission Second Alternate for term expiring June 2023
5. Ratification of the June 17, 2020 amendment to the Planning Commission Bylaws and Rules of Procedure

C. Closed Session

1. Discussion of pending or reasonably imminent litigation

D. Adjourn

****Persons interested in accessing the meeting can login using the following link:**

<https://us02web.zoom.us/j/81290136685?pwd=b2tXZWdaRldhTnpHNGF6OXpGYnRzUT09>

Meeting ID: 812 9013 6685

Password: 438584

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Find your local number: <https://us02web.zoom.us/j/kpvrs8Z9t>

This notice is provided as a courtesy to the community and is not the official notice for this meeting/hearing. This notice is not required by town ordinance or policy. Failure of the Town to provide this notice or failure of a property owner, resident, or other interested party to receive this notice does not constitute a violation of the Town's noticing requirements or policies.

The Town of Springdale complies with the Americans with Disabilities Act by providing accommodations and auxiliary communicative aids and services for all those citizens in need of assistance. Persons requesting these accommodations for Town-sponsored public meetings, services, programs, or events should call Springdale Town Clerk Darci Carlson at 435-772-3434 at least 24 hours before the meeting.

Packet materials for agenda items will be available by 5:00pm on June 19, 2020:

<http://www.springdaletown.com/town-council/council-packet-materials/>.

RESOLUTION NO. 2020-06

A RESOLUTION TO OPEN AND AMEND THE ANNUAL BUDGET OF REVENUES AND EXPENDITURES FOR THE VARIOUS FUNDS OF THE TOWN OF SPRINGDALE FOR THE FISCAL YEAR ENDING JUNE 30, 2020 AND REPEALING RESOLUTIONS 2019-07 and 2019-12

WHEREAS, the Town Council has reviewed the current budget for compliance with State Law; and

WHEREAS, the budgeted allotments of certain departments of the general fund require revision to reflect budgetary changes; and

WHEREAS, the Town Council is responsible and has the authority to make necessary amendments to its budget; and

WHEREAS, the approval of this resolution will act to repeal and replace Resolutions 2019-07 and 2019-12;

THEREFORE, BE IT HEREBY RESOLVED by the Town Council of the Town of Springdale that the following amendments are made to the budget for the 2019-2020 fiscal year.

General Fund:

Decrease Revenues by \$495,333 to total \$4,892,321. Includes an additional appropriation of the fund balance of \$510,121.

Decrease Expenditures by \$495,333 to total \$4,892,321. Includes a transfer to the water fund of \$64,678, a transfer to the irrigation fund of \$176,000, a transfer to the sewer fund of \$1,387, a transfer to the Rockville/Springdale Fire Protection District of \$120,000, and a lease payment to the Springdale Municipal Building Authority (SMBA) fund of \$57,600 for debt service and debt reserve payment.

Parks Capital Projects Fund (CP 45):

Increase Revenues by \$94,085 to \$468,452.

Decrease Expenditures by \$296,615 to \$18,385.

Streets Capital Projects Funds (CP 47):

Decrease Revenues by \$800,000 to \$780,000.

Decrease Expenditures by \$859,791 to \$691,447.

CDBG Capital Projects Fund (CP 48):

Revenues and Expenditures: \$0.

Irrigation Enterprise Fund:

Decrease Revenues by \$79,735 to \$295,315.

Decrease Expenditures by \$214,125 to \$144,635.

Water Enterprise Fund:

Increase Revenues by \$91,628 to \$1,311,753.

Decrease Expenditures by \$62,878 to \$1,157,152.

Sewer Enterprise Fund:

Decrease Revenues by \$24,621 to \$381,666.

Decrease Expenditures by \$108,499 to \$330,157.

Springdale Municipal Building Authority Enterprise Fund:

Decrease Revenues by \$6,191 to \$67,409.

Decrease Expenditures by \$10,000 to \$63,600.

Transportation Special Revenue Fund:

Decrease Revenues by \$191,317 to \$290,183.

Decrease Expenditures by \$62,173 to \$409,458.

Passed and adopted this 24th day of June 2020.

Stanley J. Smith, Mayor

Attest:

Darci Carlson, Town Clerk

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
Taxes						
10-31-100	Current Year Property Taxes	-	71,904	71,904	-	
10-31-200	Prior Year Property Taxes	1,177	4,177	3,000	-	Certified tax rate of .000268 per W:
10-31-300	Sales & Use Taxes	(209,350)	440,650	650,000	657,399	
10-31-400	Franchise Taxes	-	-	-	-	
10-31-500	Resort Taxes	(608,223)	1,191,777	1,800,000	1,823,882	1,823,881.51
10-31-505	Transient Room Tax	(204,384)	345,616	550,000	556,447	
10-31-511	Telecommunications Tax	1,076	6,076	5,000	-	
10-31-600	Fee-In-Lieu	(15)	1,485	1,500	-	
10-31-700	RAP Tax	807	35,807	35,000	-	
10-31-800	Municipal Energy Tax	(15,799)	84,201	100,000	-	56%
10-31-900	Highway/Transit Tax	23,277	23,277	-	-	
	Taxes Total	(1,011,434)	2,204,970	3,216,404		
Licenses And Permits						
10-32-100	Business Licenses	(4,555)	15,445	20,000	-	
13-32-200	Sign Permits	420	920	500	-	
10-32-210	Building Permits	13,863	53,863	40,000	-	
10-32-215	Demo/Excav/Fill Permits	2,030	2,530	500	-	
10-32-216	Conditional Use Permits	2,400	2,400	-	-	
10-32-217	Open Air Display Permits	-	-	-	-	
10-32-218	Temporary Use Permits	725	725	-	-	
10-32-219	Home Occupation Permits	-	-	-	-	
10-32-220	Agricultural Use Permits	-	-	-	-	
10-32-221	Fence Permits	25	25	-	-	
10-32-222	Special Event Permits	675	1,175	500	-	
10-32-223	Utility Permits	(500)	-	500	-	
10-32-250	Animal Licenses	(180)	20	200	-	
	Licenses Total	14,903	77,103	62,200		
Intergovernmental Revenue						
10-33-400	State Grants	(19,150)	5,000	24,150	-	CIB Application - Storm Water Mas
10-33-500	Misc Intergovernmental	-	-	-	-	
10-33-560	Class "C" Road Funds Allotment	2,049	26,049	24,000	-	
10-33-570	FEMA Proceeds	-	-	-	-	
10-33-580	Beer Tax Funds	(1,076)	10,924	12,000	-	
10-33-585	COPS Grant	-	-	-	-	
10-33-590	Federal Revenue Sharing	-	-	-	-	
10-33-700	Pedestrian Safety Funds	-	-	-	-	
10-33-750	UDOT Cooperative Project Funds	11,500	71,500	60,000	60,000	ZRC Trail Study
10-33-800	Police Services Virgin	-	-	-	-	
10-33-900	Police Services Rockville	-	20,000	20,000	-	
10-36-700	History Center County Tourism Funds	-	390,000	390,000	-	History/Visitor Center Construction
	Intergovernmental Total	(6,677)	523,473	530,150		
Charges for Services						
10-34-240	Inspection Fees - Plan Check fees	15,086	35,086	20,000	-	
10-34-600	Zoning Fees - Misc	-	-	-	-	
10-34-601	Building Permit Applications	2,400	4,400	2,000	-	
10-34-602	Zoning Map/Ordinance Revisions	-	1,000	1,000	-	
10-34-603	Appeals	-	-	-	-	
10-34-604	Design/Development Review	(250)	2,250	2,500	-	
10-34-605	Ordinance Interpretations	-	-	-	-	
10-34-606	Subdivision Applications	450	450	-	-	
10-34-607	Variances	1,600	1,600	-	-	
10-34-810	Sale of Cemetery Lots	(650)	2,350	3,000	-	

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
10-34-830	Burial Fees	2,350	3,850	1,500		
10-34-850	DCD Review Fees	-	-	-		
10-34-860	Parking meters	-	-	-		
Charges Total		20,986	50,986	30,000		
Fines and Forfeitures						
10-35-100	Fines and Forfeitures	5,186	40,186	35,000		
10-35-200	Parking Citations	-	-	-		
10-35-300	Evidence and Forfeitures	209	209	-		Court Fines/PD - Springdale, Rock Parking Citations
Fines Total		5,395	40,395	35,000		
Canyon Community Center						
10-36-100	Donations	-	-	-		
10-36-200	Rentals	(760)	2,240	3,000		cash donations community Center rental fees
10-36-300	Events	-	-	-		Earth Day
10-36-400	Grant revenue	-	-	-		
10-36-500	Merchandise (totes, bottles, etc.)	-	-	-		
10-36-600	Class registration/fees	(13,830)	1,170	15,000		
CCC Total		(14,590)	3,410	18,000		
Music Festival Revenues						
Music Festival Total		-	-	-		
Historic Preservation/History Center						
County Tourism Funds		-	-	-		
County RAP Tax		-	-	-		
Federal Grants		-	-	-		
State Grants		-	-	-		
Private Grants		-	-	-		
Sponsors/Donations/Fundraising		-	-	-		
Retail Sales		-	-	-		
Event Proceeds		-	-	-		
Historic Preservation Total		-	-	-		
Interest						
10-38-100	Interest Income - General Acct	(548)	452	1,000		
10-38-105	Interest Income - Open Space	683	1,283	600		
10-38-106	Interest Income - RAP Tax	1,511	2,511	1,000		
10-38-110	Interest Income - PTIF Gen Acct	(11,781)	48,219	60,000		
10-38-115	Interest Income - Municipal Parking	40	540	500		
10-38-120	Interest Income - Cemetery Acct	-	-	-		
10-38-121	Interest Income - LLEBG Grant	-	-	-		
10-38-125	Investment Interest	(8,619)	51,381	60,000		
Interest Total		(8,619)	104,386	123,100		

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
						Vehicle Purchasing:
					45,000	Bucket Truck
					40,000	Police Trucks
					12,000	Police vehicle equipment
					38,400	Backhoe (GF portion)
					28,000	Mini-ex (GF portion)
					7,500	UTC (GF portion)
					44,000	Parks Truck

Contributions and Transfers Total	500,121	1,847,171	1,347,050
Total General Fund Revenues	(495,333)	4,892,321	5,387,654
GF Exp	(495,333)	4,892,321	5,387,654

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-41-110	Salaries & Wages	-	4,917	4,917	4,917		
10-41-120	Payroll tax expense	99	600	501	501		
10-41-130	Employee benefits	(20)	-	20	20		
10-41-150	Payroll taxes	-	-	-	-		
10-41-190	Council meeting expense	(534)	966	1,500	1,500	Clerk	Citizen of the Season recognitions
					550	Clerk	Other recognition
					750	Clerk	Other misc meeting expenses
10-41-200	Treasurer expense	-	-	-	-		
10-41-220	Public Notices	(900)	100	1,000	1,000	Clerk	Council notices
10-41-230	Travel	(634)	866	1,500	1,500		Travel to ULCT in SLC (2 council members)
					1,500		
10-41-240	Office Supplies & Expense	9	409	400	400	Treas	misc office supplies
					400	Treas	
10-41-250	Equip/maint	(170)	1,300	1,470	1,470	Treas	portion of upstairs copier maintenance agreement (split)
					1,155	Treas	portion of LaserFiche maintenance agreement (split)
					315	Treas	
10-41-280	Telephone	-	-	-	-		Mayor's phone
10-41-330	Education & Training	(1,866)	684	2,550	2,550	Clerk	Open Meeting Training Expense
					750	Clerk	ULCT SLC Conference (2 councilmembers)
					900		ULCT St. George (3 councilmembers)
					900	Treas	Arbinger Materials
					-		
10-41-340	Dues & Memberships	190	2,150	1,960	1,960	Treas	ULCT (paid in May)
					1,410	Treas	Night Sky Assoc.
					100	Treas	ZCVB (paid in May)
					450	Treas	
10-41-345	Election Expense	14	4,014	4,000	4,000		municipal election this year
10-41-480	Special Dept Supplies	(1,457)	218	1,675	1,675	Treas	Council uniform shirts
					500	Treas	Staff meeting/Wellness/Safety incentive split (\$300 per ee
					300	Treas	Staff Christmas party split
					125	Treas	Public officials recognition reception/dinner
					750		

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-41-490	Computer Supplies	28	1,228	1,200	1,200	Treas	Council laptop lease (L13-07/2016)
					1,200	Treas	Council room presentation computer (L11-02/2016 - not re
10-41-510	Insurance/Surety Bonds	(11)	-	11	11	Treas	Equipment insurance (ins. Schedule)
10-41-540	Contributions	(10,275)	33,000	43,275	43,275		Washington County Arts Council Washington County Water Fair Zion Canyon HHS Scholarship misc ZNHA Continuing Education Reimbursements DXATC Pioneer Legacy (Days of 47) ZCMF Donation 34,200 fund bala Rap Tax Projects (on prioritized list)
10-41-610	Misc Supplies	-	100	100	100	Treas	
10-41-620	Misc Services	-	50	50	50	Treas	
10-41-740	Capital Outlay	-	-	-	-		

FY19-20 Budget	(15,527)	50,602	66,129
Previous Year			
Difference			
Percentage Change			
GF Rev	(495,333)	4,892,321	5,387,654
GF Exp	(495,333)	4,892,321	5,387,654

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-50-270	Utilities	(69)	601	670	670		Blue Sky Power (20% of total power load, except streetlig Solar energy monitoring
					600		
					50		
10-50-310	Professional/Technical Services	-	3,200	3,200	3,200	Treas	Audit (see split)
						Treas	Auditor research/questions
10-50-350	City Celebrations	(655)	34,345	35,000	35,000		July 4th 24th of July
							Holiday/Misc/Parade Candy
					1,500		Washington County Fair display supplies
					500		Christmas decorations (street light poles)
					10,000		US Flags for holidays (pole banners)
					2,500		Butch Cassidy 10K Race
					14,000	Treas	Joy to the World Fireworks (Lisa says no fireworks)
					4,000		Joy To The World Festival
					2,500		
10-50-490	Computer Supplies	(153)	13,200	13,353	13,353		Infowest Web hosting split
					165	Treas	Misc. Supplies
					2,000		Infowest email account split
					300	Treas	Mountain West Computer Service contract
					1,800	Treas	CivicPlus Annual Support
					7,000	Treas	L17-07/2018 Server
					1,128	Treas	Slack subscription
					960		
10-50-620	Misc Services	-	-	-	-		
10-50-625	Bad Debt	-	-	-	-		
10-50-630	Underground Power	-	-	-	-		
10-50-631	Zions Credit Line Payment	-	-	-	-		
10-50-635	Debt Service Principal	-	-	-	-		
10-50-636	Debt Service Interest	-	-	-	-		
10-50-650	Grant Expense	-	-	-	-		
10-50-990	Appropriated Increase Fund Bal	(4,688)	12,800	17,488	12,800		RAP Tax Allocation (held until projects identified) fund balancing
					12,800		
					-		
				FY19-20 Budget	64,146	69,711	
				Previous Year			
				Difference			
				Percentage Change			
	GF Rev	(495,333)	4,892,321	5,387,654			
	GF Exp	(495,333)	4,892,321	5,387,654			

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-43-110	Salaries & Wages	-	256,713	256,713	495,200	Treas	
10-43-120	Payroll Tax Expense	-	21,502	21,502	43,610	Treas	
10-43-130	Employee Benefits	-	124,448	124,448	260,089	Treas	
10-43-150	Contract Labor	-	-	-	-		
10-43-160	Employee Bonus	-	-	-	-		
10-56-165	Fire Marshal	-	-	-	-		Business License Inspections
10-43-210	Books & Subscriptions	(103)	422	525	525		Magazine subscriptions, books for library
					250	Treas	Spectrum Subscription
					75	Treas	Tech Net Subscription
10-43-220	Public Notices	(300)	100	400	400	Clerk	Classifieds
10-43-230	Travel	(3,863)	6,967	10,830	10,830		
					750	TM	ULCT Annual conference
					1,500	TM	ICMA National Conference
					500	TM	Rotary District Conference
					800	Treas	ULGT Semi-Annual Conferences
					200	Treas	Pelorus Conference - Hianna (split)
					400	Treas	GFOA Certification/Testing
					600	Treas	PEHP Wellness Advisory Board Travel
					750	Clerk	Business license, records management and election
					900	Clerk	IMC Training
					800	Clerk	UMCA fall conf
					750	Clerk	ULCT Annual conference
					100	Clerk	Milage reimbursement - Darci
					250	Treas	Mileage reimbursement - Katy
					180	TM	Monthly Zion Canyon Mayors meetings
					150	TM	Monthly Zion Canyon Mayors meetings
					800	Treas	Treasurer's Institute
					700	Treas	Annual Arbinger Facilitator Conference
					700	Treas	IACP Conference Travel
10-43-235	Vehicle Expense (Gas, R/M)	(1,075)	2,425	3,500	3,500	Treas	Fuel/Maintenance for Tahoe
					2,500		Tires
					1,000		
10-43-240	Office Supplies	(350)	2,500	2,850	2,850	Treas	General office supplies
					300		Records management supplies
					350		Springdale branded door mat

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-43-250	Equip Supp/Maint	(405)	2,000	2,405	2,405	Treas	Upstairs Copier Maint (split)
					1,190	Treas	Downstairs Copier Maint (split)
					250	Treas	Laser Fiche maintenance contract (see split)
					315	Clerk	Sound system repair/maintenance (mics, mixer)
					500	Clerk	Misc. equipment supplies and maintenance
10-43-260	Bldgs & Grounds/Supplies & Ma	-	-	-	-		
10-43-265	Uniforms	(189)	411	600	600	Treas	Admin Uniform Shirts/Hats/Jackets (\$100 per ee)
10-43-270	Utilities	3,300	21,300	18,000	18,000	Treas	TH Electricity/Propane/Dumpster/Drinking Water/Internet
10-43-280	Telephone	-	10,500	10,500	10,500	Treas	Admin Cell/Long Distance/TH Phone/Mango (6 phones si
10-43-290	Postage	(400)	1,600	2,000	2,000	Treas	Postage Split
10-43-300	Newsletters	-	-	-	-		
10-43-310	Professional services	(3,620)	11,345	14,965	14,965	Treas	1/3 of Pelorus Software Support
					1,815	Treas	State Code Update (shared with 1078)
					400	Clerk	Sterling Codifiers; \$250 - 1/2 of hosting, \$5000 for record
					5,250	Treas	Mike Swallow Compensation Study Refresh
					2,000	Treas	UCMA Benchmarking project
					-		paid social media (post boosting)
					500		fund balan town hall architecture program
					5,000		
10-43-320	Legal Fees	30,802	143,602	112,800	112,800		General representation
					60,000		Prosecution
					12,000		Public Defender
					10,800		Civil Violation Appeals
					-		Litigation
					30,000		
10-43-330	Training & Education	(2,646)	4,404	7,050	7,050		UAPT Spring Conference
					150	Treas	IACP Annual Conference
					200	Treas	Utah GFOA Conference
					150	Treas	UAPT Certification Training
					450	Treas	Pelorus Conference
					50	Treas	Arbinger Training Materials for Staff
					-		GFOA Testing
					200	Treas	GFOA Certification Training
					400	Treas	UCMA conferences (spring)
					200	TM	ICMA National Conference
					1,200	TM	ULCT Annual Conference
					700	TM	Utah GFOA conference
					150	TM	Rotary District Conference
					200	TM	UMCA fall conference (Clerk & Dep. Clerk)
					1,000	Clerk	IIMC Training (Clerk & Dep. Clerk)
					1,000	Clerk	ULCT Annual Conference
					700	Clerk	Business license and records management
					300	Clerk	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-43-340	Dues & Memberships	(1,215)	3,000	4,215	4,215		
					950	TM	ICMA (City Managers National Association)
					50	TM	UCMA (Utah City Managers)
					960	Clerk	HPC Storage Unit
					560	Clerk	IIMC (Municipal Clerks National Association)
					30	Clerk	SWRCA (So. Utah Clerks Association)
					40	Clerk	UBLA (Utah Business License)
					150	Clerk	UMCA (Utah Municipal Clerks)
					160	Treas	GFOA Membership
					75	Treas	UAPT Membership
					150	Treas	APT US&C Membership
					190	Treas	SHRM Membership
					50	Treas	UGFOA Membership
					650	TM	Zion Canyon Rotary [Rick]
					200	Clerk	National Notary Association
10-43-480	Special Dept Supplies	(1,861)	689	2,550	2,550	Treas	Staff Supplies/Wellness/Safety Incentives split (\$300 per
					1,800	Treas	Staff Christmas party split (\$125 per ee)
10-43-490	Computer supplies	-	5,732	5,732	5,732	Treas	Printer Toner/Misc. Supplies
					500	Treas	Dawn Computer lease (L13-07/2016)
					396	Treas	Darci Elitebook lease (L14-10/2016)
					660	Treas	Jen Computer lease (L10-07/2015) mpved to 10-56
					-	Treas	Dawn Laptop lease (L13-07/2016)
					336	Treas	Rick Computer lease (L13-07/2016)
					648	Treas	Hanna Desktop lease (L15-06/2017)
					432	Treas	Shadell Desktop lease (L15-06/2017)
					384	Treas	Katy Notebook Lease (L15-06/2017)
					348	Treas	Dawn Printer Lease (L15-06/2017)
					336	Treas	Shadell Scanner Lease (L15-06/2017)
					320	Clerk	Dropbox Software (clerk, DCD and TM)
					140	Clerk	Adobe Pro software (Darci)
					200	Clerk	Adobe Pro software (Katy)
					600		misc computer software/maint
10-43-510	Insurance/surety bonds	5,341	7,624	2,283	2,283	Treas	Treasurer's Bond #68766025 (split w/51)
					610	Treas	Position schedule bond - Mayor/TM/Council Member #70
					1,000	Treas	Blanket bond
					126	Treas	Blanket Notary and E & O bonds
					165	Treas	Auto insurance (split)
					350	Treas	Liability Insurance (split)
					17	Treas	Equipment Insurance (split)
10-43-520	Bank chgs	-	15,250	15,250	15,250	Treas	ACH/Merchant/Direct Deposit Fees

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-43-610	Misc supplies	-	700	700	700	Treas	
					500	Clerk	Springdale branded items
					200	Treas	Misc./Employee Vaccinations
10-43-620	Misc Services	332	832	500	500	Treas	
10-43-740	Capital Outlay-Equipment	-	-	-	-	Treas	Canon IR-55351 for Upstairs (split w/1078)

FY19-20 Budget 23,748 644,066 620,318

Previous Year
Difference
Percentage Change

GF Rev (495,333) 4,892,321 5,387,654
GF Exp (495,333) 4,892,321 5,387,654

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-51-110	Salaries/Wages	-	2,340	2,340	819	Treas	
10-51-120	Payroll Tax Expense	-	235	235	82	Treas	
10-51-130	Employee Benefits	(9)	-	9	3	Treas	
10-51-175	Rent	-	-	-	-	-	
10-51-250	Equipment: Supplies/Maint	(500)	500	1,000	1,000	TM	Phone system maintenance
					500	Treas	Locksmith services/maintenance
10-51-260	Bldgs & Grounds/supplies/maint	35,936	98,000	62,064	62,064	Treas	TH Supplies
					1,600	Treas	Window washing - 4x per year
					500	Treas	Fire Extinguisher inspections
					167	Treas	Annual Fire Marshall Inspection (TH, CCC, WTP, Shops)
					47	Treas	Town Hall Maint (lights, repairs, etc.)
					2,000	Treas	Painting/staining exterior wood
					150	Treas	Council room maintenance (table refinish, painting, cabine
					25,000	fund bal	Council Room remodel
					15,000	fund bal	CCC remodel (public meetings)
					1,600	Treas	New exterior lights
					16,000	Treas	HVAC Repairs
10-51-310	Professional/Technical Services	-	1,402	1,402	1,402	Treas	Alarm monitoring Town Hall
					252	Treas	Pest control
					350	Treas	Alarm Troubleshooting
					300	Treas	Heating/Air conditioning maintenance
					500	Treas	Building security camera addition
10-51-480	Special Dept Supplies	-	-	-	-	-	
10-51-510	Insurance	53	989	936	936	Treas	Property Insurance (see split)
					870	Treas	Equipment Insurance (see split)
					66	Treas	
10-51-720	Capital Outlay - Buildings	-	-	-	-	-	
10-51-730	Capital Outlay - Improvements	-	-	-	-	-	
				FY19-20 Budget	35,480	103,466	67,986
				Previous Year			
				Difference			
				Percentage Change			
	GF Rev	(495,333)	4,892,321	5,387,654			
	GF Exp	(495,333)	4,892,321	5,387,654			

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-56-110	Salaries & Wages	38,826	609,791	570,965	606,912	Treas	
10-56-120	Payroll Tax Expense	-	56,672	56,672	60,661	Treas	
10-56-130	Employee Benefits	20,427	362,976	342,549	345,769	Treas	
10-56-150	Contract Labor	(800)	200	1,000	1,000		Contract Law Enforcement/Range Rental
10-56-160	Building Inspection	-	-	-	-		
10-56-165	Fire Marshall	-	-	-	-		
10-56-167	Fire District Assessments	-	-	-	-		
10-56-170	Justice of the Peace Court	-	-	-	-		
10-56-175	Public Education	(1,215)	1,285	2,500	2,500		Public Ed/Demos; Red Ribbon Week supplies
10-56-180	Insurance and Bonds	-	-	-	-		
10-56-185	Beer Tax Expense	(4,527)	12,973	17,500	17,500		alcohol related enforcement, education, prosecution Approved equipment
10-56-210	Books & Subscriptions	(317)	283	600	600		Criminal, Utah and traffic code updates
10-56-230	Travel	(9,979)	15,021	25,000	25,000		Travel/Annual training
10-56-235	Vehicle Repair/Maintenance	-	12,700	12,700	12,700		Misc Repair/Maintenance Tires
10-56-236	Fuel	-	32,000	32,000	32,000	Treas	Fuel
10-56-240	Office Supplies/Expense	-	1,700	1,700	1,700	Treas	Misc office supplies
10-56-250	Equip: Supplies/Maint	(15,000)	15,000	30,000	30,000		Misc equipment
10-56-260	Bldgs & Grounds/Supplies & Maint	-	-	-	-		Animal Shelter Repairs/Improvements

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-56-265	Uniforms	-	10,000	10,000	10,000	Treas	Quartermaster Uniform Program
10-56-270	Streetsights (Utilities)	-	-	-	-		
10-56-280	Telephone	(1,086)	12,914	14,000	14,000	Treas	
10-56-290	Postage	-	-	-	-		
10-56-310	Professional/Technical Services	352	22,000	21,648	21,648		
					250	Treas	Downstairs copier maintenance
					210	Treas	Laser/Fiche maint contract (split)
					12,000	Treas	Dispatch fees
					315	Treas	County 911 Support Fee
					1,000	Treas	Spillman Maintenance
					1,950	Treas	Victim Advocate Program
					90	Treas	Forensic Investigator C/JC
					2,333	Treas	Police policies assistance/training (Lexipol Subscription)
					3,000	Treas	Animal control contract (La Verkin)
					500	Treas	Misc. professional/technical services
10-56-330	Education/Training	(5,866)	14,134	20,000	20,000		
					20,000	Treas	Annual required training
					-	Treas	Arbinger materials for training
10-56-340	Dues & Memberships	(400)	800	1,200	1,200		
					400	Treas	IACP Membership - Garen/J.J.
					200	Treas	Utah Chiefs of Police Association
					600	Treas	Other memberships
10-56-480	Special Dept Supplies	(3,620)	2,205	5,825	5,825		
					2,700	Treas	Wellness/Safety Incentive split (\$300 per ee)
					1,125	Treas	Staff Christmas party split (\$125 per ee)
					1,000	Treas	LEA/Chief Meetings
					1,000	Treas	Annual awards banquet for Police
10-56-490	Computer Supplies	225	12,443	12,218	12,218		
					420	Treas	Jen Prodesk (L19-02/2019)
					612	Treas	Patrol desk computer lease (L13-07/2016 & L17/07/2016)
					3,732	Treas	Patrol laptops lease/Patrol desktop/monitors (L16-07/2016-07/2017)
					4,554	Treas	Body Cam Storage/Axon
					468	Treas	Garen desktop lease (L17-07/2018)
					684	Treas	Patrol laptop lease (L17-07/2018)
					684	Treas	Patrol laptop lease (L19-02/2019)
					564	Treas	Garen Surface Pro Lease (L15-06/2017)
					500	Treas	Misc. Supplies/Software

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-60-110	Salaries & Wages	1,440	57,929	56,489	56,242	Treas	
10-60-120	Payroll Tax Expense	(922)	5,075	5,997	5,971	Treas	
10-60-130	Employee Benefits	2,484	42,000	39,516	39,396	Treas	
10-60-150	Contract Labor	(1,200)	-	1,200	1,200		Prison work crew 4 days @ 300/day
10-60-210	Books & Subscriptions	-	-	-	-		
10-60-220	Public Notices	-	-	-	-		
10-60-230	Travel	-	-	-	-		
10-60-235	Vehicle Repair/Maintenance	(2,500)	4,000	6,500	6,500		Misc Repair/Maintenance
					3,000		Tires
					2,000		Sweeper maintenance
					1,500		
10-60-236	Fuel	1,100	9,100	8,000	8,000	Treas	Fuel
10-60-237	Dump Truck Rental Expense	-	-	-	-		
10-60-240	Office Supplies/Expense	-	250	250	250	Treas	
10-60-250	Equip: Supplies/Maint	-	4,000	4,000	4,000		Various tools and supplies
					4,000		Equipment rental
10-60-255	Shop Equipment and Supplies	(1,900)	4,000	5,900	5,900		PW shop maintenance (bulk items, fuel, trailer maintenance)
					3,000		PW shop tools
					700		Safety supplies and signs (split 4 - streets, irrigation, water
					1,250		Vehicle maintenance
					-		Welding tools/supplies
					950		
10-60-260	Streets Maintenance	65,818	100,318	34,500	34,500		road patching (hot mix/cold mix)
					1,000		Road base, A-Core cutting services, asphalt repair,
					7,000		project overruns
					-		Street signs and poles
					3,000		Other misc signs and poles
					5,000		Sidewalk grinding (trip and fall fixes)
					5,000		Sidewalk replacement (damaged, heaving, trip and fall)
					2,000		Road striping paint/supplies
					-		Shop Road
					2,500		Emergency preparedness supplies
					5,000		Paved Trail Maintenance
					1,000		Straw wattles (drainage issues)
					3,000		Repair floor at old Parks Shop (for sign shop)

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-60-265	Uniforms	(55)	975	1,030	1,030		Quartermaster Uniform - PW (1 employee) PPE/safety equipment
					850		
					180		
10-60-270	Utilities	1,307	9,982	8,675	8,675	Treas	Power at shop
					175	Treas	School crossing lights, street lights, shuttle/pedestrian ligh
					8,500	Treas	
10-60-280	Telephone	(100)	1,500	1,600	1,600	Treas	
10-60-310	Professional/Technical Services	(35,350)	22,900	58,250	58,250		misc services
					500	Treas	Shop pest control services
					350	Treas	Twin D culvert cleaning
					1,600		Tree pruning
					5,000		Storm Water Master Plan update
					48,300		Development Standards update
					2,500		
10-60-330	Education/Training	238	938	700	700		CEUs
					700		Other training
					1,000	Treas	Arbinger Materials for training
10-60-340	Dues & Memberships	-	-	-	-		
10-60-480	Special Dept Supplies	(627)	223	850	850		Wellness/Safety Incentive split (\$300 per ee)
					600	Treas	Staff Christmas party split (\$125 per ee)
					250	Treas	Event banners (event specific)
					500		
10-60-490	Computer Supplies	(220)	20	240	240	Treas	Lease L13-07/2016
10-60-510	Insurance/Surety Bonds	(1,929)	6,537	8,466	8,466		Liability Insurance (see split)
					5,544	Treas	Auto Insurance (see split)
					2,500	Treas	Property Insurance (see split)
					350	Treas	Equipment Insurance (see split)
					72	Treas	
10-60-610	Misc Supplies	-	250	250	250	Treas	
10-60-620	Misc Services	332	832	500	500	Treas	Vaccinations/Misc
10-60-740	Capital Outlay - Equipment	(44,780)	85,206	129,986	129,986		fund balan vehicle purchasing: bucket truck
					45,000		fund balan vehicle purchasing: backhoe
					19,200		fund balan vehicle purchasing: Mini-Ex
					14,000		fund balan vehicle purchasing: UTC
					3,750		vehicle account payment: Streets Dept
					44,986		Equipment/tools for new vehicles
					-		Flagging Lights
					1,800		Road Barriers (water filled)
					1,250		

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-60-750	Capital Outlay - Shop Equip	-	-	-	-	-	-
10-60-780	Capital Outlay - Streets Projects	13,760	43,760	30,000	30,000	-	street maintenance and improvements, prioritized list move
					30,000		Asphalt Driveways (prioritized):
							1 Park House Café
							2 Dixie Lane
							3 Rock Shop
							4 Apple Lane
							5 Kinesava Dr.
10-60-790	Capital Outlay - Other	-	-	-	-	-	-
6081	Capital Lease Principal	-	-	-	-	-	-
6082	Capital Lease Interest	-	-	-	-	-	-

FY19-20 Budget (3,104) 399,795 402,899

Previous Year
Difference
Percentage Change

GF Rev (495,333) 4,892,321 5,387,654
GF Exp (495,333) 4,892,321 5,387,654

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-70-110	Salaries & Wages	-	120,776	120,776	121,664	Treas	
10-70-120	Payroll Tax Expense	(2,043)	10,257	12,300	12,394	Treas	
10-70-130	Employee Benefits	2,418	64,788	62,370	62,420	Treas	
10-70-150	Contract Labor	(900)	-	900	900		Prison work crew: 3 days @ 300/day - Emergency clean up - various landscaping projects (sod, shoveling, etc.)
10-70-210	Books and Subscriptions	-	-	-	-		
10-70-220	Public Notices	-	-	-	-		
10-70-230	Travel	(1,283)	717	2,000	2,000		Training expenses
10-70-235	Vehicle Repair/Maintenance	(3,500)	2,000	5,500	5,500		Misc Repair/Maintenance
					3,000		Tires
					500		Trailer maintenance
10-70-236	Fuel	(3,200)	6,500	9,700	9,700	Treas	Fuel
10-70-237	Dump Truck Rental Expense	-	-	-	-		
10-70-240	Office Supplies/Expense	450	700	250	250	Treas	
10-70-250	Equipment, Supplies & Maint	-	17,450	17,450	17,450		
					500		Equipment rentals
					5,000		Equipment service, gas, supplies and maintenance
					500		fuel for mowers, trimmers, etc.
					1,500		Misc Equipment (see equipment lists)
					500		Christmas lights, holiday supplies
					600		Sports equipment
					200		Sports equipment storage unit
					2,500		Aerator
					600		Pressure Washer
					750		Tower Heaters
					2,000		Chipper Shredder Vacuum
					200		12v Irrigation Pump
					400		BBQ Grills for Parks
					200		Shop Vac
					2,000		Mulching kit (current mower)
10-70-255	Shop Equipment and Supplies	(3,390)	500	3,890	3,890		PW shop maintenance (bulk items, fuel, trailer mainten:
					3,000		PW shop tools
					700		Safety supplies and signs (split 4 - streets, ingation, wa
					-		Vehicle maintenance
					-		Welding tools/supplies
					190		

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-70-260	Bldgs & Grounds/Supp/Maint	-	27,250	27,250	27,250		
					5,000		turf fertilizer applications
					3,500		building and grounds supplies (i.e. light bulbs, trash bags, mitt mitts, towels, paint, cle
					5,000		Irrigation repair and maintenance
					1,000		sod for cemetery
					1,000		Volleyball court maintenance
					1,000		Decorative Rock
					-		Playground Mulch
					1,000		Ball field maintenance and improvements (Infield mix, t
					2,500		Trait maintenance
					1,000		Drainage improvements at Parks Shop
					750		River Park maintenance
					1,000		Tennis Court maintenance
					-		Shop Road
					3,000		Maintenance Storage shed (River Park)
					1,500		Arbor Day trees/tree planting
10-70-265	Uniforms	(302)	1,578	1,880	1,880		Quartermaster Uniform - Parks (2 employee)
					1,700		New employee
					180		PPE/safety equipment
10-70-270	Utilities	227	2,727	2,500	2,500	Treas	
10-70-280	Telephone	(122)	2,878	3,000	3,000	Treas	
10-70-310	Professional/Technical Services	1,940	14,000	12,060	12,060		
					750		Electrician, Plumber, tech support, etc.
					600		Recycling at Town Park and River Park
					5,000		Tree Trimming
					5,000		Memorial Grove Design (USU Community Design Team
					710	Treas	Shop/Park restroom pest control
10-70-330	Education & Training	105	1,755	1,650	1,650		
					400		CPSI (playground certification)
					250		URPA/Outdoor Rec
					1,000		Parks education/training
					-	Treas	Arbinger materials for training
10-70-340	Dues and Memberships	75	225	150	150		URPA
10-70-480	Special Dept Supplies	(925)	350	1,275	1,275		
					900	Treas	Wellness/Safety Incentive split (\$300 per ee)
					375	Treas	Staff Christmas party (\$125 per ee)
10-70-490	Computer Supplies	229	889	660	660		
					-		Tree Inventory
					480	Treas	Ryan Desktop (L-19-02/2019)
					180		Adobe Creative Cloud software (Toni)

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-70-510	Insurance/Surety Bonds	(534)	6,636	7,170	7,170	Treas	Liability Insurance (see split)
					5,544	Treas	Auto Insurance (see split)
					900	Treas	Property Insurance (see split)
					610	Treas	Equipment Insurance (see split)
					116	Treas	
10-70-520	Youth Recreation Program	4	504	500	500		
10-70-610	Misc Supplies	-	250	250	250		
10-70-620	Misc Services	166	416	250	250		
10-70-740	Capital Outlay - Equipment	(29,024)	77,224	106,248	106,248		
					19,200	fund bala	vehicle purchasing: backhoe
					14,000	fund bala	vehicle purchasing: Mini-Ex
					3,750	fund bala	Vehicle Purchasing: UTC
					44,000	fund bala	Vehicle Purchasing: employee vehicle
					15,298	vehicle account payment:	Parks Dept
					10,000	Wood Chipper	
					10,000	Walker Mower	(mulching deck)
10-70-750	Capital Outlay - Shop Equipmen (vehicles, welding, safety)	-	-	-	-		
10-70-780	Capital Outlay - Park Projects	(24,582)	52,418	77,000	77,000		
					-		Memorial Grove development
					2,000		Garbage can enclosures
					75,000		Retrofit of old WTP for Parks offices/shop (filling in floor, electrical, paving back lot)
10-70-790	Capital Outlay - Other	-	-	-	-		
7081	Capital Lease Principal	-	-	-	-		
7082	Capital Lease Interest	-	-	-	-		
				FY19-20 Budget	(64,191)	412,788	476,979
				Previous Year			
				Difference			
				Percentage Change			
				GF Rev	(495,333)	4,892,321	5,387,654
				GF Exp	(495,333)	4,892,321	5,387,654

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-78-110	Salaries & Wages	1,327	255,755	254,428	255,923	Treas	
10-78-120	Payroll Tax Expense	-	23,017	23,017	23,128	Treas	
10-78-130	Employee Benefits	7,126	128,527	121,401	121,541	Treas	
10-78-165	Fire Marshal	(800)	-	800	800		Reviews/meetings/inspections
10-78-210	Books & Subscriptions	(546)	104	650	650		Planning books for office reference
10-78-220	Public Notices	(200)	-	200	200		2018 Existing Buildings Code
10-78-230	Travel	(2,037)	2,963	5,000	5,000		2018 Energy Code
					1,400		2017 NEC
					5,000		legal notices
					1,400		Hotel state planning conference (Tom, Rick, Sophie)
					500		Hotel ICC Code Hearings - Las Vegas (Zac)
					800		Travel to state planning conference (Tom, Rick, Sophie)
					200		Travel to ICC Code Hearings - Las Vegas (Zac)
					400		Travel Outdoor Recreation Summit (Tom & Sophie)
					1,000		POV Mileage
					700		Per diem conferences
10-78-235	Vehicle Expense (Gas, RM)	(1,800)	-	1,800	1,800		maintenance
					300		tires
					800		Seat covers
					200		Spray in bedliner
10-78-236	Fuel	82	482	400	400		
10-78-240	Office Supplies/Expense	(1,900)	1,500	3,400	3,400	Treas	Office supplies
					2,400		Misc Office supplies
					500		Office furniture (desk and equipment) for Vista intern
10-78-250	Equip: Supplies/Maint	(760)	1,210	1,970	1,970	Treas	Copier Maint. Agreement (see split)
					1,155		Laser Fiche Maint. Agreement (see split)
					315		Misc Equipment
10-78-265	Uniforms	(19)	701	720	720		Zac Uniform Allowance
					360		Jeff Uniforms
					400		Tom / Sophie Springdale branded apparel
					500		bike helmets
10-78-280	Telephone	(269)	2,431	2,700	2,700	Treas	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-78-290	Postage	(500)	1,500	2,000	2,000	Treas	postage/meter rental (split)
10-78-310	Professional/Technical Services	-	241,400	241,400	241,400		Engineering (building plan reviews, site checks) State Code Update (shared with 1043) Sterling Codifiers - recordation of title 10 court reporter for Appeal Authority, as needed Appeal Authority Landslide Monitoring Zion Regional Collaborative Projects -Matching Funds (M Virgin River Plan Technical Consultants Historic preservation CLG Grant match and projects Aerial Imagery - Pictometry Update Plan Review consultant Development standards update Affordable Housing plan Open space bond consultants Misc ordinance revision consultants
10-78-330	Education & Training	(498)	2,320	2,818	2,818		Utah state planning conference registration (Tom, Rick, S Planning Commission training Utah Outdoor Recreation Summit (Tom & Sophie) Utah ICC Annual Conference Building Inspector Webinars St. George 2019 ICC Code Hearings - Las Vegas Planetizen Subscription Arbinger materials for training
10-78-340	Dues & Memberships	115	2,450	2,335	2,335		APA/AICP (Americal Planning Association) (Rick, Tom, S ICC (Utah + General) Zac Certification Renewals (Zac)
10-78-350	City Celebrations	-	-	-	-		
10-78-370	Community Center Event Exp	-	-	-	-		
10-78-480	Special Dept Supplies	(1,255)	445	1,700	1,700	Treas	Wellness/Safety Incentive split (\$300 per ee)
10-78-490	Computer Supplies	(1,029)	3,153	4,182	4,182	Treas	Staff Christmas party (\$125 per ee)
						Treas	Tom Computer lease (L13-07/2016)
						Treas	Zac Lenovo/Docking Lease (L18-10/2018)
						Treas	Jeff Lenovo/Docking Lease (L18-10/2018)
						Treas	Sophie Lenovo/Docking Lease (L18-10/2018)
						Treas	Desktop on Lobby Counter
							Acrobat Pro Annual Subscriptions (Tom, Sophie)
							BlueBeam Software (building inspection software)

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-78-510	Insurance/Surety Bonds	162	529	367	367	Treas	Equipment Insurance (split)
					17	Treas	Auto Insurance (split)
					350	Treas	
10-78-610	Misc Supplies	-	500	500	500		
10-78-620	Misc Services	708	1,208	500	500		
10-78-740	Capital Outlay - Equipment	(7,697)	-	7,697	7,697	Treas	Vehicle Purchasing: vehicle account payment: CED
					-		
10-78-780	Capital Outlay - CED Projects	-	-	-	7,697		
10-78-900	Open Space Preservation Fund	-	10,000	10,000	10,000		
10-78-910	Municipal Parking Fund	-	-	-	-		

FY19-20 Budget	(9,790)	680,195	689,985
Previous Year			
Difference			
Percentage Change			
GF Rev	(495,333)	4,892,321	5,387,654
GF Exp	(495,333)	4,892,321	5,387,654

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-80-110	Salaries & Wages	(6,643)	41,166	47,809	#NAME?	Treas	
10-80-120	Payroll Tax Expense	(1,099)	3,770	4,869	#NAME?	Treas	
10-80-130	Employee Benefits	3,084	22,500	19,416	#NAME?	Treas	
10-80-150	Contract Labor	-	-	-	-	-	
10-80-210	Books & Subscriptions	-	-	-	-	-	
10-80-220	Public Notices	-	-	-	-	-	
10-80-230	Travel	-	-	-	-	-	
10-80-235	Vehicle Expense (Gas, RM)	-	-	-	-	-	
10-80-240	Office Supplies	-	1,250	1,250	1,250	Treas	Office Supplies (split)
10-80-250	Equip: Supplies/Maint	-	2,015	2,015	2,015	Treas	LaserFiche Maint. (split)
					315	Treas	Copier maintenance
					300	Treas	tablecloths
					300	Treas	speaker/mic system
					250	Treas	Karaoke machine
					550	Treas	Smart TV/Car
					300	Treas	Dance Shirts
10-80-260	Bldgs & Grounds/supplies/maint	(4,920)	7,500	12,420	12,420	Treas	cleaning supplies/bldg maint. supplies
					1,200	Treas	weekend cleaning (about 5 hours per week on average
					2,500	Treas	bldg repairs/maint. (gallery lighting, etc.)
					1,500	Treas	Carpet Cleaning (3x per year)
					200	Treas	Stained Concrete Floor Maintenance
					750	Treas	Movable Wall Maintenance
					500	Treas	Building Signage (sustainability)
					170	Treas	light bulb replacements (LED)
					600	Treas	Dance mirror
					5,000	Treas	Sidewalk Repair/replacement
10-80-270	Utilities	362	2,462	2,100	2,100	Treas	
10-80-280	Telephone	50	770	720	720	Treas	cell service
10-80-290	Postage	-	300	300	300	Treas	
10-80-300	Newsletters	-	-	-	-	-	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-80-310	Professional/Technical Services	-	2,405	2,405	2,405		
					300		Alarm troubleshooting
					252	Treas	Alarm monitoring
					325	Treas	Fire Riser Inspection
					560	Treas	HVAC Annual Maint. Contract
					468	Treas	Pest Control
					500	Treas	paid social media (boosting posts)
10-80-330	Education & Training	83	1,083	1,000	1,000		
					1,000	Treas	CCC Training
					-	Treas	Arbinger materials for training
10-80-340	Dues & Memberships	(613)	739	1,352	1,352		
					100	Treas	Leave No Trace
					350	Treas	ASCAP
					652	Treas	Rotary - Ryan
					150	Treas	SURC
					100	Treas	URPA
10-80-350	City Celebrations	-	-	-	-		
10-80-370	Community Center Event Exp	(3,465)	2,035	5,500	5,500		
					250		gallery show expenses (traveling shows)
					250		Misc event expenses
					3,000		Earth Day celebration
					2,000		Night sky events and education
10-80-480	Special Dept Supplies	(698)	127	825	825		
					400		Volunteer, weeders guild thank yous
					300	Treas	Wellness/Safety Incentive split (\$300 per ee)
					125	Treas	Staff Christmas party (\$125 per ee)
10-80-490	Computer Supplies	(842)	714	1,556	1,556		
					480	Treas	Robyn Desktop (L19-02/2019)
					240	Treas	CCC Laptop (new 2019-20 lease)
					500	Treas	Misc software
					336	Treas	CCC Laserfiche Scanner (new lease)
10-80-510	Insurance/Surety Bonds	(353)	7,608	7,961	7,961		
					2,400	Treas	Property Insurance (split)
					5,544	Treas	Liability Insurance (split)
					17	Treas	Equipment Insurance/gallery shows (split)
10-80-520	Senior Program	(58)	192	250	250		
10-80-610	Misc Supplies	-	250	250	250		
10-80-620	Misc Services	-	250	250	250		
10-80-740	Capital Outlay - Equipment	(10,000)	-	10,000	10,000		
					10,000		security cameras

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
10-80-780	Capital Outlay - special projects	(21,000)	-	21,000	21,000		
					<u>21,000</u>		Drainage improvements
					-		Parking Lot Asphalt Maintenance/seal coating
10-80-830	Lease payment to SMBA	-	57,600	57,600	57,600	Treas	Lease Payment to SMBA
<hr/>							
	FY19-20 Budget	(46,112)	154,736	200,848			
	Previous Year						
	Difference						
	Percentage Change						
	GF Rev	(495,333)	4,892,321	5,387,654			
	GF Exp	(495,333)	4,892,321	5,387,654			

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
10-81-110	Salaries & Wages	-	-	-	-	Treas
10-81-120	Payroll Tax Expense	-	-	-	-	Treas
10-81-130	Employee Benefits	-	-	-	-	Treas
10-81-150	Contract Labor	-	-	-	-	
10-81-210	Books and Subscriptions	-	-	-	-	
10-81-220	Public Notices	-	-	-	-	
10-81-230	Travel	-	-	-	-	
10-81-240	Office Supplies	-	-	-	-	office supplies
10-81-250	Equipment, Supplies, Maintenta	-	-	-	-	Museum materials: pamphlets, printed materials Museum exhibit development Museum display materials
10-81-260	Bldgs & Grounds/supplies/maint	-	-	-	-	building maintenance cleaning (assum docents)
10-81-270	Utilities	-	-	-	-	
10-81-280	Telephone	-	-	-	-	Mango voice phone (in Govt. Buildings)
10-81-290	Postage	-	-	-	-	
10-81-295	Sales Taxes	-	-	-	-	Retail Merchandise
10-81-300	Marketing	-	-	-	-	Museum marketing Social media/web marketing
10-81-310	Professional/Technical Services	(14,761)	3,239	18,000	18,000	Historic preservation CLG Grant match and projects National Register nominations (8 properties on ILS list)
					18,000	ILS History Center property
					-	Pest Control
					-	Alarm monitoring
					-	Alarm Troubleshooting
					-	Heating/Air conditioning maintenance
					-	Storage (offsite)
10-81-330	Education and Training	-	-	-	-	
10-81-340	Dues and Memberships	-	-	-	-	Professional Fees

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
10-81-480	Special Dept Supplies	-	-	-	-	Museum events (quarterly) Fundraising Expense
10-81-490	Computer Supplies	-	-	-	-	Office Technology
10-81-510	Insurance/Surety Bonds	-	-	-	-	
10-81-520	PayPal charges	-	-	-	-	
10-81-610	Misc Supplies	-	-	-	-	
10-81-620	Misc Services	-	-	-	-	
10-81-740	Capital Outlay - Equipment	-	-	-	-	
10-81-780	Capital Outlay - Historic Projects	(388,029)	1,971	390,000	390,000	Building Rehabilitation
					295,000	Museum exhibits, technology for displays
					95,000	
<hr/>						
	FY19-20 Budget	(402,790)	5,210	408,000		
	Previous Year					
	Difference					
	Percentage Change					
	GF Rev	(495,333)	4,892,321	5,387,654		
	GF Exp	(495,333)	4,892,321	5,387,654		
		-	-	-		

Account	Description	Change	Amend #2	19-20 Budget	Explanation
10-90-100	Transfer to Water Fund	-	64,678	64,678	64,678 60,000 4,678 Water project debt service Payments for water service (estimate based on f
10-90-150	Transfer to Irrigation	-	176,000	176,000	176,000 116,000 60,000 Secondary water metering transfer Irrigation Fund Assistance
10-90-200	Transfer to Sewer Fund	-	1,387	1,387	1,386 Payments for sewer service (estimate based on
10-90-300	Agency Payments	-	120,000	120,000	120,000 120,000 TRT allocation to Wash Co (fy 2020 only)
10-90-400	Transfer to Cap Projects Fund	-	758,000	758,000	758,000 758,000 Street Projects (CP-47)
10-90-500	Transfer to SMBA Fund (Community Ce	-	-	-	- transfer to future capital needs fund

FY19-20 Budget - 1,120,065 1,120,065

Total General Fund Revenue	(495,333)	4,892,321	5,387,654
Total General Fund Expenses	(495,333)	4,892,321	5,387,654
Variance	-	-	-

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
Intergovernmental Revenue						
45-33-400	State Grant		0	-		
45-33-450	NPS Grant		0	-		
	Total Intergovernmental					
Miscellaneous Revenue						
45-38-110	Interest Income - PTIF					
45-38-120	Private Contributions					
45-38-130	Recycling Revenue					
	Total Misc					
Contributions and Transfers						
45-39-100	Transfer from General Fund					
45-39-123	Contribution to Library Fund			74,367	74,367	
45-39-510	Impact Fees - Parks	94,085	168,452		34,947	9 homes * 3,883/home
					39,420	12 lodging units*3285/unit
45-39-520	Impact Fees - Planning/Zoning					
45-39-530	Impact Fees - Streets/Parking					
45-39-540	Impact Fees - Emergency Serv					
45-39-870	Transfer from Other Fund					
45-39-990	Appropriated use of BB Bal		300,000	300,000	300,000	
						Pickleball Courts
						78,000 Moenave Trail Surfacing (park impact fees)
					300,000	Trail projects (park impact fees)
	Total Contributions and Transfers	94,085	468,452	374,367		
	CP45 Revenue total	94,085	468,452	374,367		
	CP45 Revenue	94,085	468,452	374,367		
	CP45 Expenses	(296,615)	18,385	315,000		
	CP 45 total	390,700	450,067	59,367		

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
45-40-310	Professional/Technical Services	-	-	-	-	
45-40-560	Capital Improvements - Parks	(296,615)	18,385	315,000	315,000	Pickleball Courts Trail projects: Winderland Lane (foothill to Moenave) Trees Ranch (in design) Big Springs (connection from Springhill to Moenave Trail Surfacing) 78,000
45-40-565	Capital Improvements - Trails	-	-	-	15,000	Bike hub at River Park
CP45 Expenses total		(296,615)	18,385	315,000		
CP45 Revenue		94,085	468,452	374,367		
CP45 Expenses		(296,615)	18,385	315,000		
CP 45 totals		390,700	450,067	59,367		

Account	Description	Change	Amend #2	19-20 Budget	Request	Explanation
Intergovernmental Revenue						
47-33-300	CVB					
47-33-600	Washington County					
47-33-400	Federal/NPS Grant	(800,000)	-	800,000	800,000	FLAP Grant
47-33-400	State Grant					
47-33-500	UDOT Grant					
	total intergovernmental	(800,000)	-	800,000		
Miscellaneous Revenue						
47-38-110	Interest Income - PTIF					
47-38-510	Impact Fees - Parks					
	total misc					
Contributions and Transfers						
47-39-100	Transfer from General Fund		758,000	758,000	758,000	Road construction transfer
47-39-123	Contribution to Library Fund					
47-39-520	Impact Fees - Planning/Zoning					
47-39-530	Impact Fees - Streets/Parking					
47-39-540	Impact Fees - Emergency Serv					
47-39-870	Transfer from Other Funds		10,000	10,000	10,000	transfer from Transportation Fund
47-39-990	Appropriated use of BB Bal		12,000	12,000	12,000	Lion Blvd lights (remaining lights)
	total contributions and transfers		780,000	780,000		
CP47 Revenue total						
		(800,000)	780,000	1,580,000		
		(859,791)	691,447	1,551,238		
		59,791	88,553	28,762		

Account	Description	Change	Amend #1	19-20 Budget	Request	Explanation
47-40-220	Public Notices	75	75	-		Project bid public notices
47-40-310	Prof & Tech Services	(54,746)	75,854	130,600	130,600	Engineering, Design, Construction Management Geotechnical
					15,000	ROW (Research, Legal, Pro/leasment Ac
					8,000	
47-40-561	CP Improvements - Streets	(805,120)	615,518	1,420,638	1,420,638	Shuttle stop light removal and replace on I
					12,000	Public bike racks (transportation fund mon
					10,000	50,000 Green bike paint (transportation fund mon
						street maintenance and improvements, prioritized list:
						Manzanita - road reconstruction (FY2020)
						Winderland (FY2020) (SR9 to Redhawk C
					564,238	Winderland, Manzanita Road Project
						Foothill drainage improvements
						Watchman - road reconstruction (FY2021)
						Canyon View - road reconstruction (FY202
						Balanced Rock - road reconstruction (engi
						Paradise Road - road reconstruction, Winc
						Big Springs - road reconstruction (FY2023
						Winderland (Redhawk to Paradise) (FY???
					717,600	Tiley Hill Sidewalk
						Balanced Rock Storm Drain
					116,800	Lion Blvd. Sidewalk, Curb Gutter

	(859,791)	691,447	1,551,238
CP47 Revenue	(800,000)	780,000	1,580,000
CP47 Expenses	(859,791)	691,447	1,551,238
CP 47 totals	59,791	88,553	28,762

537,400	Winderland/Manzanita Project
56,200	Engineering Design
45,400	Bidding/Negotiating
15,000	Landmark
6,000	staking
8,000	ROW (research, legal, property and easer

Account	Description	19-20 Budget	18-19 Actual	18-19 Budget	% Change	fy 17-18	fy 16-17	fy 15-16	fy 14-15	fy 13-14	Request	Explanation
Intergovernmental Revenue												
48-33-400	State Grant	-	-	-	-	-	-	-	-	-	-	- CDBG Funding: Zion Shadows Water Line Project
total intergovernmental												
Miscellaneous Revenue												
48-38-110	Interest Income - PTIF	-	-	-	-	-	-	-	-	-	-	
total misc												
Contributions and Transfers												
48-39-100	Transfer from General Fund	-	-	-	-	-	-	-	-	-	-	
48-39-870	Transfer from Other Funds	-	-	-	-	10,000	-	-	-	-	-	- Transfer from Water Fund
48-39-990	Appropriated use of BB Bal	-	-	-	-	-	-	-	-	-	-	
total contributions and transfers												
CP48 Revenue total												
10,000												

Account	Description	19-20 Budget	18-19 Actual	18-19 Budget	% Change	fy 17-18	fy 16-17	fy 14-15	fy 13-14	Request	Explanation
48-40-310	Prof & Tech Services	-	-	-	#DIV/0!	8,416	-	-	-	-	Engineering Services
48-40-561	CP Improvements	-	-	-	#DIV/0!	-	-	-	-	-	Construction Expenses
<hr/>											
	CP48 Revenue	-	-	-	#DIV/0!	8,416	-	-	-	-	
	CP48 Expenses	-	-	-	#DIV/0!	-	-	-	-	-	
	CP 48 totals	-	-	-	#DIV/0!	8,416	-	-	-	-	

Account	Description	Change	Amend #2	19-20 Budget	Explanation
Operating Revenue					
50-37-100	Irrigation Water Sales	-	20,000	20,000	
50-37-300	Utility Encroachment Permits	-	-	-	
50-37-600	Irrigation Fees	(4,735)	21,265	26,000	billing to SCIC (36% of maintenanc
50-37-700	Irrigation Assessments	-	-	-	
	total operating	(4,735)	41,265	46,000	
Non-Operating Revenue					
50-37-200	Connection Fees	-	-	-	
50-38-100	Interest Earnings	-	-	-	
50-38-110	Interest - State Treasurer	-	22,425	22,425	22,425 CIB Grant Application Irrigation Mas
50-35-140	State CIB	-	-	-	
50-38-400	Sale of Fixed Assets	-	-	-	
50-38-570	Federal Grant	(75,000)	-	75,000	75,000 Bureau of Reclamation Grant
50-38-800	BWR Reimb. Water Proj	-	-	-	
50-38-900	Miscellaneous	-	-	-	
50-38-910	Penalties	-	-	-	
	total non-operating	(75,000)	22,425	97,425	
Contributions and Transfers					
50-39-870	Transfer from Water Fund	-	-	-	
50-39-860	Transfer from Sewer Fund	-	-	-	
50-39-880	Transfer from General Fund	-	176,000	176,000	176,000 Secondary water metering transfer
50-39-990	Appropriated Use of Beginning Fund Balance	-	55,625	55,625	55,625 - Appropriation to balance fund 19,200 Vehicle Purchasing: Backhoe 14,000 Vehicle Purchasing: Mini-ex 22,425 Irrigation Master Plan (Town/SCIC F
	total contributions	-	231,625	231,625	
Irrigation Fund Revenue Totals					
	Irrigation Fund Revenue Totals	(79,735)	295,315	375,050	
Irrigation Fund Expenses					
	Irrigation Fund Expenses	(214,125)	144,635	358,760	
		134,390	150,680	16,290	
	not including secondary water metering project			184,050	
				183,760	
				290	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Operating Expenses							
50-40-110	Salaries & Wages	(3,173)	24,523	27,696	27,632	Treas	
50-40-120	Payroll Tax Expense	(2,018)	650	2,668	2,661	Treas	
50-40-130	Employee Benefits	(2,173)	13,134	15,307	15,271	Treas	
50-40-210	Books & Subscriptions	-	-	-	-	-	
50-40-220	Public Notices	-	-	-	-	-	
50-40-230	Travel	-	-	-	-	-	
50-40-235	Vehicle Repair/Maintenance	-	-	-	-	-	
50-40-236	Fuel	-	-	-	-	-	
50-40-237	Dump Truck Rental Expense	-	-	-	-	-	
50-40-240	Office Supplies & Expense	-	-	-	-	-	
50-40-250	Equip. Supplies/Maint	-	10,700	10,700	10,700		Maintenance on pumps, pump houses Maintenance on diversion structure and air vacs Irrigation water Parts/fittings Rebuild structure screen lid
50-40-255	Shop Equipment and Supplies	(2,530)	2,800	5,330	5,330		PW shop maintenance (bulk items, fuel, trailer mainten. PW shop tools Safety supplies and signs (split 4 - streets, irrigation, wa Vehicle maintenance Welding tools/supplies
50-40-260	Bldg/Grounds: supp/maint	-	-	-	-	-	shop road maintenance
50-40-265	Uniforms	-	-	-	-	-	
50-40-270	Utilities	(677)	9,938	10,615	10,615	Treas	Irrigation pump houses Blue Sky Power (20% of total power load)
50-40-280	Telephone	-	-	-	-	-	
50-40-290	Postage	-	-	-	-	-	
50-40-300	Contract Labor	-	-	-	-	-	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
50-40-310	Professional/Technical Services	(16,490)	40,360	56,850	56,850		
					1,000		Electrical work at pump house (telemetry)
					1,000		Misc engineering services
					10,000		Emergency line repair
					44,850	fund balar	Irrigation Master Plan
50-40-330	Education/Training	-	-	-	-		
50-40-340	Dues & Memberships	-	-	-	-		
50-40-350	Garbage Administration	-	-	-	-		
50-40-360	Irrigation Share Purchase	-	-	-	-		
50-40-370	Water Tests	-	-	-	-		
50-40-380	Water Rights Assessments	-	-	-	-		
50-40-390	Irrigation Shares Assessments	(2,904)	2,904	5,808	5,808	Treas	Assessments for 36.3 shares (\$160/share)
50-40-480	Special Dept Supplies	-	-	-	-		
50-40-500	Insurance/Surety	-	-	-	-		
50-40-520	Bank Charges	-	-	-	-		
50-40-610	Misc Supplies	-	-	-	-		
50-40-620	Misc Services	-	-	-	-		
50-40-625	Bad Debt	-	-	-	-		
50-40-650	Depreciation	-	-	-	-		
50-40-740	Capital Outlay - Irrigation Equipr	(10,158)	38,628	48,786	48,786		
					19,200	fund balar	Vehicle Purchasing: Backhoe
					14,000	fund balar	Vehicle Purchasing: Mini-Ex
					12,536	Vehicle account payment:	Irrigation Fund
					1,800	Flagging Lights	
					1,250	Road Barriers (water filled)	
50-40-750	Capital Outlay - Shop Equipmen (vehicles, welding, safety)	-	-	-	-		
50-40-780	Capital Outlay - Irrigation Projec	(174,002)	998	175,000	175,000		
					-		Irrigation Line Cleaning
					175,000		Secondary water metering (town customers)
50-40-785	Capital Outlay - Shop Projects	-	-	-	-		
50-40-790	Capital Outlay - Other	-	-	-	-		
					-		Other shop improvements
	Total Operating	(214,125)	144,635	358,760			

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Non-Operating Expenses							
50-40-810	Debt Service Principal	-	-	-	-	-	-
50-40-820	Debt Service Interest	-	-	-	-	-	-
50-90-400	Transfer to Cap Projects Fund	-	-	-	-	-	-
50-40-880	Transfer to General Fund	-	-	-	-	-	-
Total Non-Operating							

Total Irrigation Fund Expense	(214,125)	144,635	358,760
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Irrigation Fund Revenue	295,315	375,050
Irrigation Fund Expenses	(214,125)	358,760
Totals Irrigation Fund	134,390	16,290

Irrigation Fund Revenue	375,050
Irrigation Fund Expenses - depreciation	358,760
Totals Irrigation Fund	16,290

Account	Description	Change	Amend #2	19-20 Budget	Explanation
Operating Revenue					
51-37-100	Water Sales	(34,000)	691,000	725,000	
51-37-400	Contributed Resort Tax	-	-	-	
51-37-500	Garbage	-	47,000	47,000	
51-37-600	Irrigation Fees	-	-	-	
51-37-700	Irrigation Assessments	-	-	-	
51-39-980	Water Dedication Fee-in-Lieu	34,675	34,675	-	900/ERU if water dedication not available
	total operating	675	772,675	772,000	
Non-Operating Revenue					
51-37-200	Connection Fees	117,690	172,230	54,540	54,540 9 homes @ 6,060 each
51-37-300	Utility Encroachment Permits	1,550	2,050	500	
51-37-800	Rockville Pipeline Capital Cont	-	5,957	5,957	
51-38-100	Interest Earnings	(500)	-	500	
51-38-110	Interest - State Treasurer	(4,093)	14,907	19,000	water master plan grant - State of Utah
51-38-120	State Planning Grant	-	-	-	
51-38-140	State CIB	-	-	-	
51-38-400	Sale of Fixed Assets	-	-	-	
51-38-570	Federal Grant Proceeds	-	-	-	
51-38-800	BWR Reimb, Water Proj	-	-	-	
51-38-870	ARRA Project Funds	-	-	-	
51-38-900	Miscellaneous	7,580	11,580	4,000	
51-38-910	Penalties	3,726	15,726	12,000	
	total non-operating	125,953	222,450	96,497	
Contributions and Transfers					
51-39-870	Interfund Loan, Xfer or Contribution	-	64,678	64,678	64,678 Transfer from General Fund
51-39-990	Appropriated Use of Beginning Fund Balan	(35,000)	251,950	286,950	251,950 20,000 Appropriation for emergency water line repara 20,000 New WTP Contingency - Contra Flow repair - Water shares acquisitions (water dedication 19,200 Vehicle purchasing: Backhoe 14,000 Vehicle purchasing: Min-Ex 3,750 Vehicle purchasing: UTC - Water meter reading software and equipmer - SR-9 Betterment Projects - Zion Shadows Water Line 175,000 water meter replacement
	total contributions	(35,000)	316,628	351,628	
	Water Revenue Totals	91,628	1,311,753	1,220,125	
	Water Fund Expenses	(62,878)	1,157,152	1,220,030	
		154,506	154,601	95	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Operating Expenses							
51-40-110	Salaries & Wages	20,233	230,931	210,698	208,839	Treas	
51-40-120	Payroll Tax Expense	-	20,455	20,455	20,261	Treas	
51-40-130	Employee Benefits	8,407	123,852	115,445	115,194	Treas	
51-40-210	Books & Subscriptions	-	-	-	-		
51-40-220	Public Notices	-	-	-	-		
51-40-230	Travel	(1,586)	114	1,700	1,700		training related travel
					1,500		Pelorus Conf (split)
					200	Treas	
51-40-235	Vehicle Repair/Maintenance	-	5,000	5,000	5,000		Misc Repair/Maintenance
					3,000		Tires
					2,000		
51-40-236	Fuel	(591)	6,409	7,000	7,000	Treas	Fuel
51-40-237	Dump Truck Rental Expense	-	-	-	-		
51-40-240	Office Supplies & Expense	(284)	716	1,000	1,000	Treas	Office Supplies
51-40-250	Equip. Supplies/Maint	-	23,215	23,215	23,215		
					315	Treas	LaserFiche Maint. Agreement (see split)
					250	Treas	Downstairs Copier Maint. (split)
					600	Treas	Utility Bills/Envelopes (split)
					250	Treas	WTP Copier Maint. (split with 52)
					5,000		fund balanc emergency water line repair supplies
					10,000		cullinary water parts
					2,500		Misc equipment maintenance
					2,300		Generator Service Contract
					-		Parts for meter setters replacements
					2,000		Water sample stations
51-40-252	Chemicals	11,360	26,860	15,500	15,500		chemicals (increase for new plant?)
51-40-255	Shop Equipment and Supplies	(2,659)	3,431	6,090	6,090		
					6,090		PW shop maintenance (bulk items, fuel, trailer ma
					3,000		PW shop tools
					700		Safety supplies and signs (split 4 - streets, irigation
					1,250		Vehicle maintenance
					-		
					1,140		Welding tools/supplies

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
51-40-260	Bldg/Grounds: supp/maint	(17,882)	4,582	22,464	22,464		
					250		Weed control, paint, lights, restroom supplies
					167		Fire Extinguisher Inspections
					47		Annual Fire Marshall Inspection
					-		Shop Road Maintenance
					20,000	fund balanc	New WTP contingency (misc fixes, changes, etc.
					2,000		Water sampling stations
51-40-265	Uniforms	(844)	1,036	1,880	1,880		Quartermaster Uniform - PW (2 employee)
					1,700		New employee
					180		PPE/safety equipment
51-40-270	Utilities	(11,301)	31,849	43,150	43,150		
					38,000	Treas	
					3,200	Treas	Irrigation pump house (culinary portion)
					615	Treas	Blue Sky Power (20% of total power load)
					285	Treas	Power at Shop
					300	Treas	Solar energy monitoring
					750	Treas	Internet
51-40-275	Utilities - Irrigation	-	-	-	-		
51-40-280	Telephone	540	8,700	8,160	8,160		
					6,600	Treas	WTP phone/cell + 1/2 of new hire
					1,560	Treas	Portion of Mangovoice (6 phones)
51-40-290	Postage	900	3,900	3,000	3,000		
					2,500	Treas	Postage/Meter Rental (split)
					500	Treas	UPS
51-40-300	Contract Labor	(15,000)	-	15,000	15,000	fund balanc	assistance on water breaks/other work
51-40-310	Professional/Technical Services	-	17,158	17,158	17,158		
					1,000		Sunrise Engineering, sampling
					2,000		SCADA maintenance/support
					3,100	Treas	water portion of audit (split)
					1,870	Treas	Pelorus software support (split)
					255	Treas	WTP Alarm Monitoring
					350	Treas	WTP pest control
					333		State Code Update
					-		UCMA Benchmarking project
					-		Water usage totalizers (system telemetry)
					-		Water master plan update
					-		Tank Cleaning
					750	Treas	master meter support
					5,000		Tank Road maintenance
					2,500		Development Standards update
51-40-330	Education/Training	(721)	3,279	4,000	4,000		
					500		Certifications
					3,500		Training
					-	Treas	Arbinger materials for training

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
51-40-340	Dues & Memberships	(875)	50	925	925	Treas	RWAU
					525	Treas	AWWA
					250	Treas	RWAU Scholarship Fund
					50	Treas	Utah Water Users Assoc.
					100	Treas	
51-40-350	Garbage Administration	2,600	47,000	44,400	44,400	Treas	
51-40-360	Purchased Water	(50,000)	-	50,000	50,000	fund balanc	Water Shares acquisition
51-40-370	Water Tests	1,400	6,900	5,500	5,500		
51-40-380	Water Rights Assessments	(2)	48	50	50		
51-40-390	Irrigation Shares Assessments	-	-	-	-		
51-40-480	Special Dept Supplies	(627)	223	850	850	Treas	Wellness/Safety Incentive split (\$300 per ee)
					600	Treas	Staff Christmas party split (\$125 per ee)
51-40-490	Computer Supplies	2,617	4,900	2,283	2,283		
51-40-510	Insurance/Surety	951	17,903	16,952	16,952		
					1,350	Treas	Mountain West Computer Service Contract split
					7,025	Treas	Infowest web hosting split
					5,940	Treas	infowest email account split
					105	Treas	Joe Desktop Lease (L13-07/2016)
					120	Treas	Server (L17-07/2018)
					610	Treas	3 Lenovo Notebooks (L18-10/2018)
					1,000	Treas	Slack subscription
					802	Treas	
51-40-520	Bank Charges	-	-	-	-		
					-		
					-		
					-		
51-40-610	Misc Supplies	-	250	250	250	Treas	
51-40-620	Misc Services	166	416	250	250	Treas	Vaccinations/Misc.

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
51-40-625	Bad Debt	-	-	-	-		
51-40-650	Depreciation	-	-	-	-		Portion of depreciation
51-40-740	Capital Outlay - Water Equipme	(22,275)	50,440	72,715	72,715		
					19,200		fund balanc Vehicle Purchasing: Backhoe
					14,000		fund balanc Vehicle Purchasing: Mini-Ex
					3,750		fund balanc Vehicle Purchasing: UTC
					32,715		Vehicle account payment: Water Fund
					1,800		Flagging Lights (split)
					1,250		Road Barriers (water filled) (split)
51-40-750	Capital Outlay - Shop Equipmen	-	-	-	-		
51-40-780	Capital Outlay - Water Projects	14,355	174,355	160,000	160,000		
					160,000		fund balanc water meter replacement
51-40-785	Capital Outlay - Shop Projects	-	-	-	-		
51-40-790	Capital Outlay - Other	-	-	-	-		
51-40-795	Capital Outlay - ARRA Project	-	-	-	-		
Total Operating				(61,118)	813,972		875,090
Non-Operating Expenses							
51-40-810	Debt Service Principal	-	247,000	247,000	247,000		
						Treas	Water Revenue Bond 1987A
						Treas	Water Revenue Bond 1995A
						Treas	2004 Water Tank Bond
						Treas	2004 Water Tank Bond Reserve
					64,000	Treas	2009 Water Tank Bond
					5,000	Treas	2009 Water Tank Bond Reserve
					178,000	Treas	2012 Water Revenue Bond (pond t
						Treas	2017 Water Revenue Bond
51-40-820	Debt Service Interest	(1,760)	40,940	42,700	42,700		
						Treas	8079465 2004 Water Bond Int.
					13,990	Treas	2009 Water Tank Bond Interest
					28,710	Treas	2017 Water Revenue Bond Interes
51-40-830	Due to General Fund	-	-	-	-		
51-90-880	Transfer to General Fund	-	-	-	-		

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
51-90-400	Transfer to Cap Projects Fund	-	-	-	-		Transfer to CDBG for Zion Shadows water line prc
51-90-500	Transfer to Irrigation Fund	-	-	-	-		Transfer to Irrigation fund for operating expenses
51-90-600	Renewal and Replacement Fun	-	55,240	55,240	58,240		5% of all expenses to renewal and replacement fu
51-90-990	Appriated Increase Fund Balanc	-	-	-	-		Fee-in-lieu payments
Total Non-Operating		(1,760)	343,180	344,940			
Total Water Fund Expenses		(62,878)	1,157,152	1,220,030			
Previous Year budget							
Water Fund Revenue		91,628	1,311,753	1,220,125			289700
Water Fund Expenses		(62,878)	1,157,152	1,220,030			
Totals Water Fund		154,506	154,601	95			

Account	Description	Change	Amend #2	19-20 Budget	Explanation
Operating Revenue					
52-37-100	Sewer Services	(10,344)	299,656	310,000	
	total operating	(10,344)	299,656	310,000	
Non-Operating Revenues					
52-37-200	Connection Fees	-	-	-	
52-37-300	Utility Encroachment Permits	-	-	-	
52-38-040	Grant Revenue	-	-	-	
52-38-100	Interest Earnings	-	-	-	
52-38-110	Interest - State Treasurer	1,723	4,723	3,000	
52-38-120	State Planning Advance	-	-	-	
52-38-870	ARRA Project Funds	-	-	-	
52-38-880	NPS Reimb, Sewer Project	-	-	-	
52-38-885	BWQ Reimb, Sewer Project	-	-	-	
52-38-900	Miscellaneous	(6,000)	-	6,000	6,000 sewer grinders (Canyon Springs prop)
52-38-910	Dump Truck Rental Revenue	-	-	-	
	total non-operating	(4,277)	4,723	9,000	
Contributions and Transfers					
52-39-870	Interfund Loan, Xier or Contribution	-	1,387	1,387	1,387 Transfer from General Fund
52-39-990	Appropriated Use of Beginning Fund Balance	(10,000)	75,900	85,900	75,900 solar inverter (forward from PY) 10,000 emergency sewer line repair 47,150 Sewer Master Plan
	total contributions and transfers	(10,000)	77,287	87,287	
	Sewer Fund Revenue	(24,621)	381,666	406,287	
	Sewer Fund Expenses	(108,499)	330,157	438,656	
		83,878	51,509	(32,369)	?? UV system upgrade - Transfer to water fund - Vehicle purchasing: backhoe - Vehicle purchasing: Mini-Ex 3,750 Vehicle purchasing: JTC - Effluent Land Application

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Operating Expenses							
52-40-110	Salaries & Wages	(6,795)	76,154	82,949	82,961	Treas	
52-40-120	Payroll Tax Expense	(753)	7,000	7,753	7,750	Treas	
52-40-130	Employee Benefits	(5,174)	37,776	42,950	42,889	Treas	
52-40-210	Books & Subscriptions	-	-	-	-		
52-40-220	Public Notices	-	-	-	-		
52-40-230	Travel	(336)	114	450	450	Treas	Pelorus Conf (split) wastewater certification/training
52-40-235	Vehicle Repair/Maintenance	(1,919)	581	2,500	2,500		Misc Repair/Maintenance
					1,500		Tires
					1,000		
52-40-236	Fuel	-	2,000	2,000	2,000	Treas	Fuel + 1/2 of new hire
52-40-240	Office Supplies & Expense	(200)	400	600	600	Treas	
52-40-250	Equip: Supp/Maint	12,599	19,514	6,915	6,915		
					315	Treas	LaserFiche maintenance (split)
					-	Treas	Radio Read Maint.
					250	Treas	Downstairs Coper Maint. (split)
					600	Treas	Utility Bills/Envelopes (split)
					250	Treas	WTP Copier Maint. (split with 51)
					2,000		Blower /UVmaintenance
					1,500		misc equipment maintenance
					2,000		Sewer grinder maintenance
52-40-252	Chemicals	(400)	-	400	400		Disinfectants, DO meter solvent, etc.
52-40-255	Shop Equipment and Supplies	(3,090)	3,000	6,090	6,090		
					3,000		PW shop maintenance (bulk items, fuel, trailer mainten
					700		PW shop tools
					1,250		Safety supplies and signs (split 4 - streets, irrigation, wa
					-		Vehicle maintenance
					1,140		Welding tools/supplies
52-40-260	Bldgs/Grounds/Supp/Maint	(18,205)	6,109	24,314	24,314		
					100		Misc
					167		Fire Extinguisher Inspections
					47		Annual Fire Marshall Inspection
					-		Shop Road maintenance
					24,000		sewer barley straw treatment
					???		rebuild/replace UV tubes, rails and sensor

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
52-40-265	Uniforms	(759)	181	940	940		Quartermaster Uniform - PW (1 employee)
					850		New employee
					90		PPE/safety equipment
52-40-270	Utilities	1,985	19,500	17,515	17,515	Treas	
					15,500	Treas	Blue Sky Power (20% of total power load)
					615	Treas	Power at Shop
					300	Treas	Solar energy monitoring
					350	Treas	Internet
					750	Treas	Cell + 1/2 of new hire
52-40-280	Telephone	(200)	800	1,000	1,000	Treas	Postage/Meter Rental (split)
52-40-290	Postage	(500)	3,500	4,000	4,000	Treas	
52-40-300	Contract Labor	(10,000)	-	10,000	10,000	fund bala	Sewer line break/emergency repair
52-40-310	Professional/Technical Service:	(27,267)	45,881	73,148	73,148		
					1,000		Engineering and Alan Lee assistance
					15,000		Sewer line maintenance contract (Twin D - 1/3 of system)
					-		Line cameraing (Twin D)
					1,500		Ash Creek/Robot Rootler services
					1,815	Treas	Pelonus Support (see split)
					3,100	Treas	Audit (see split)
					333		State Code Update
					750	Treas	Master meter support
					47,150	fund bala	Sewer Master Plan update
					2,500		Development Standards update
52-40-330	Education & Training	(360)	640	1,000	1,000	Treas	Arbinger materials for training + 1/2 new hire wastewater certification maintenance (spring RWAU)
					-		
52-40-340	Dues & Memberships	(88)	850	938	938	Treas	Blue Stakes of Utah
					50	Treas	Sewer Discharge Permit
					550		Rural Water Assoc. of Utah Dues
					288		Utah Division of Water Quality Membership - Robby
					25		Utah Division of Water Quality Membership - Dave
					25		
52-40-370	Testing	(1,500)	6,000	7,500	7,500		
52-40-480	Special Dept Supplies	(278)	147	425	425	Treas	Wellness/Safety Incentives (\$300 per ee)
					300	Treas	Staff Christmas party (\$125 per ee)
					125	Treas	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
52-40-490	Computer Supplies	-	4,182	4,182	4,182	Treas	Robby Desktop (L13-07/2016)
					396	Treas	Annual service contract
					670	Treas	misc computer repair/maintenance
					500	Treas	Sewer Lagoons internet access
					550	Treas	infowest web hosting split
					100	Treas	infowest email account split
					370	Treas	Server Replacement (split w/1050 and 51)
					1,116	Treas	Slack subscription
					480	Treas	
52-40-510	Insurance/surety bonds	(1,021)	6,218	7,239	7,239	Treas	Liability policy (see split)
					5,940	Treas	Auto Premium (see split)
					700	Treas	Property premium (see split)
					500	Treas	Equipment Insurance (see split)
					99	Treas	
52-40-520	Bank charges	-	-	-	-		
52-40-610	Misc Supplies	-	250	250	250	Treas	
52-40-620	Misc Services	-	500	500	500	Treas	Blue Stakes Notifications/Misc.
52-40-625	Bad Debt	-	-	-	-		
52-40-650	Depreciation	-	40,000	40,000	40,000		Portion of Depreciation
52-40-740	Capital Outlay - Sewer Equipme	(23,823)	46,475	70,298	70,298		
					19,200	fund bala	Vehicle Purchasing: Backhoe
					14,000	fund bala	Vehicle Purchasing: Mini-Ex
					3,750	fund bala	Vehicle Purchasing: UTC
					15,298	vehicle account payment: Sewer Fund	
					15,000	fund bala	Replace solar inverter at UV building array
					1,800		Flagging Lights
					1,250		Road Barriers (water filled)
52-40-750	Capital Outlay - Shop Equipme	-	-	-	-		
52-40-780	Capital Outlay - Sewer Projects	(15,000)	-	15,000	15,000		Manhole filters
					5,000		Rockville Metering Station
					10,000	fund bala	Effluent land application
52-40-785	Capital Outlay - Shop Projects	-	-	-	-		
52-40-790	Capital Outlay - Other	(5,415)	2,385	7,800	7,800		new sewer grinder pump (canyon springs)
					7,800		
52-40-795	Capital Outlay - ARRA Project	-	-	-	-		
Total Operating Expenses		(108,499)	330,157	438,656			

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Non-Operating Expenses							
52-40-810	Debt Service Principal	-	-	-	-		
52-40-820	Debt Service Interest	-	-	-	-		
52-40-821	Loss-Disposal of Assets	-	-	-	-		
52-40-830	Due to General Fund	-	-	-	-		
52-40-880	Interfund Loan, Xfer or Contrib.	-	-	-	-		Transfer to Irrigation Fund
52-90-400	Transfer to Cap Projects Fund	-	-	-	-		
Total Non-Operating Expenses							
Total Sewer Fund Expenses		(108,499)	330,157	438,656			
Previous year							
Sewer Fund Revenue		(24,621)	381,666	406,287			
Sewer Fund Expenses		(108,499)	330,157	438,656			
Sewer Totals		83,878	51,509	(32,369)			

Account	Description	Change	Amend #2	19-20 Budget	Explanation
Operating Revenue					
53-37-400	Contributed Tax	-	57,600	57,600	
53-37-600	Lease Payment	-	57,600	57,600	57,600 Lease payment from General Fund
	total operating		57,600	57,600	
Non-Operating Revenues					
53-38-100	Interest Earnings	-	-	-	
53-38-110	Interest - State Treasurer	3,809	3,809	-	
53-38-120	Private Contributions	-	-	-	
53-38-400	Sale of Fixed Asses	-	-	-	
53-38-500	Miscellaneous	-	-	-	
53-38-901	Event Proceeds	-	-	-	
53-38-910	Penalties	-	-	-	
53-38-920	Repair/Replacement Fund	-	-	-	- From Washington County
	total misc	3,809	3,809	-	
Contributions and Transfers					
53-39-870	Transfer from GF			16,000	6,000
53-39-990	Appropriated Use of Beginning Fund Balance	(10,000)	6,000		6,000 Buildings and Grounds Misc - CCC Improvements
	total transfers	(10,000)	6,000	16,000	
	Community Center Fund Revenue	(6,191)	67,409	73,600	
	Community Center Fund Expenses	(10,000)	63,600	73,600	
		3,809	3,809	-	

Account	07-08 Budget	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Operating Expenses							
53-40-110	Salaries & Wages						
53-40-120	Payroll Tax Expense						
53-40-130	Employee Benefits						
53-40-210	Books & Subscriptions						
53-40-220	Public Notices						
53-40-230	Travel						
53-40-235	Vehicle Expense (Gas, RM)						
53-40-240	Office Supplies & Expense						
53-40-250	Equip: Supp/Maint						
53-40-260	Bdgs/Grounds/Supp/Maint		6,000	6,000	6,000		
53-40-270	Utilities						
53-40-280	Telephone						
53-40-290	Postage						
53-40-300	Contract Labor and Equipment						
53-40-310	Professional/Technical Services						
53-40-330	Education & Training						
53-40-340	Dues & Memberships						
53-40-480	Special Dept Supplies						
53-40-510	Insurance/surety bonds						
						Treas	CIB Bond
						Treas	Registered Agent Fee
53-40-530	Bank charges					Treas	Trustee Fees
53-40-610	Misc Supplies						
53-40-620	Misc Services						
53-40-625	Bad Debt						

Account	07-08 Budget	Change	Amend #2	19-20 Budget	Request	Who	Explanation
53-40-650	Depreciation	0	-	-	-	-	-
53-40-740	Capital Outlay - Equipment						
53-40-750	Capital Outlay - Special Projects						
53-40-790	Capital Outlay - Other						
Total Operating Expenses				6,000	6,000		
Non-Operating Expenses							
53-40-810	Debt Service Principal	-	37,000	37,000	37,000	Treas	CCC DSRF
					37,000	Treas	Debt service principal
53-40-820	Debt Service Interest	-	20,600	20,600	20,600	Treas	Debt service interest
53-40-821	Loss-Disposal of Assets	-	-	-	-	-	-
53-40-880	Interfund Loan, Xfer or Contrib.	-	-	-	-	-	-
53-90-400	Transfer to Cap Projects Fund	-	-	-	-	-	-
53-90-500	Transfer to GF	(10,000)	-	10,000	10,000		Transfer to GF for ... Building security cameras
53-90-990	Appropriated Increase Fund Balance or Renewal/Replacement Fund						
Total Non-Operating Expenses				(10,000)	57,600		67,600
				(10,000)	63,600		73,600
Community Center Fund Reveni				(6,191)	67,409		73,600
Community Center Fund Experi				(10,000)	63,600		73,600
Community Center Totals				3,809	3,809		-

Account	Description	Change	Amend #2	19-20 Budget	Explanation
Operating Revenue					
55-37-100	Meter Revenue	(135,508)	164,492	300,000	
55-37-105	Whoosh Parking Revenue	(1,555)	1,445	3,000	
55-37-110	Bit & Spur Meter 301	1,131	4,131	3,000	
55-37-120	ParkCo Meter 302	3,456	3,456	-	
55-37-130	Lion Blvd Meter Revenue	(38,044)	61,956	100,000	
55-37-140	Town Hall Meter Revenue	(97)	403	500	
55-37-150	Event/Prepayment Parking Revenue	287	287	-	
55-37-400	Parking Citations	(20,987)	54,013	75,000	
	total operating	(191,317)	290,183	481,500	
Non-Operating Revenue					
55-38-100	Interest Earnings	-	-	-	
55-38-110	Interest - State Treasurer	-	-	-	
55-38-400	Sale of Fixed Assets	-	-	-	
55-38-900	Miscellaneous	-	-	-	
55-38-910	Penalties	-	-	-	
	total non-operating	-	-	-	
Contributions and Transfers					
55-39-870	Interfund Loan, Xfer or Contribution	-	-	-	
55-39-990	Appropriated Use of Beginning Fund Balance	-	-	-	
	total contributions	-	-	-	
	Transportation Revenue Totals	(191,317)	290,183	481,500	
	Transportation Fund Expenses	(62,173)	409,458	471,631	
		(129,144)	(119,275)	9,869	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Operating Expenses							
55-40-110	Salaries & Wages	(5,308)	118,903	124,211	122,684	Treas	
55-40-120	Payroll Tax Expense	(1,681)	10,781	12,462	12,301	Treas	
55-40-130	Employee Benefits	(7,781)	79,850	87,631	83,379	Treas	218,364
55-40-150	Contract Labor	-	-	-	-		
55-40-210	Books & Subscriptions	-	-	-	-		
55-40-220	Public Notices	-	-	-	-		
55-40-230	Travel	(1,535)	4,465	6,000	6,000		training related travel AIMS conference Pelorus Conf (split)
55-40-235	Vehicle Repair/Maintenance	-	1,200	1,200	1,200	Treas	Misc Repair/Maintenance Tires
55-40-236	Fuel	100	2,600	2,500	2,500	Treas	Fuel
55-40-240	Office Supplies & Expense	(500)	700	1,200	1,200	Treas	Office Supplies
55-40-250	Equip. Supplies/Maint	(7,500)	2,500	10,000	10,000	Treas	LaserFiche Maint. Agreement (see split)
					-	Treas	Downstairs Copier Maint. (split)
					10,000		Enforcement/Meter Supplies and Materials
55-40-260	Bldg/Grounds: supp/maint	(21,935)	13,065	35,000	35,000		Bike/Pedestrian projects (bike racks, benches, etc.)
					5,000		Parking meter signs (pay at kiosk, pay here)
					30,000		Directional Signs (vehicles and trails)
					????		
55-40-265	Uniforms	(1,616)	382	2,000	2,000		PD Quartermaster
55-40-270	Utilities	-	-	-	-	Treas	
55-40-280	Telephone	1,662	3,182	1,520	1,520	Treas	
55-40-290	Postage	(446)	1,554	2,000	2,000	Treas	Postage/Meter Rental (split)
					2,000	Treas	UPS
55-40-310	Professional/Technical Services	(3,964)	65,561	69,525	69,525	Treas	portion of audit (split)
					600	Treas	Pelorus software support (split)
					28,800		Pay Station Back Office
					35,125		Enforcement Back Office and Software
					5,000		Meter programming

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
55-40-330	Education/Training	(7,052)	148	7,200	7,200		Certifications Training
					5,000		AIMS Conference
					2,200	Treas	Arbinger materials for training - 1/2 new hire
55-40-340	Dues & Memberships	(600)	-	600	600		Parking Association
55-40-480	Special Dept Supplies	(638)	212	850	850	Treas	Wellness/Safety Incentive split (\$300 per ee)
					600	Treas	Staff Christmas party (\$125 per ee)
					250		
55-40-490	Computer Supplies	-	348	348	348	Treas	Parking Desktop lease (L17-07/2018)
					348		
					-		
					-		
55-40-510	Insurance/Surety	(1,980)	582	2,562	2,562	Treas	Auto Premium (see split)
					550	Treas	Property premium (see split)
					10	Treas	Liability Insurance (see split)
					1,980	Treas	Equipment Insurance (see split)
					22		
55-40-520	Bank Charges	5,200	11,200	6,000	6,000		
55-40-610	Misc Supplies	-	250	250	250	Treas	
55-40-620	Misc Services	-	250	250	250	Treas	
55-40-625	Bad Debt	-	-	-	-		
55-40-650	Depreciation	-	31,725	31,725	31,725		depreciation on meters
55-40-740	Capital Outlay - Equipment	(6,597)	-	6,597	6,597		Vehicle purchasing: Vehicle account payment: Transportation Fund
					-		
55-40-780	Capital Outlay - Transportation I	-	-	-	-		
55-40-790	Capital Outlay - Other	-	-	-	-		
					-	Treas	

Account	Description	Change	Amend #2	19-20 Budget	Request	Who	Explanation
Total Operating		(62,173)	349,458	411,631			
Non-Operating Expenses							
55-40-810	Debt Service Principal	-	-	-	-		
55-40-820	Debt Service Interest	-	-	-	-		
55-40-830	Due to General Fund	-	-	-	-		
55-90-880	Transfer to General Fund	-	50,000	50,000	50,000		Due to GF
55-90-400	Transfer to Cap Projects Fund	-	10,000	10,000	10,000		Bike Projects (bike lanes, bike racks)
55-90-500	Transfer to Irrigation Fund	-	-	-	-		
55-90-600	Renewal and Replacement Fun	-	-	-	-		
55-90-990	Appropriated Increase Fund Bal	-	-	-	-		
Total Non-Operating		-	60,000	60,000			
Total Transportation Fund Exp		(62,173)	409,458	471,631			
Transportation Fund Revenue		(191,317)	290,183	481,500			0
Transportation Fund Expenses		(62,173)	409,458	471,631			
Totals Transportation Fund		(129,144)	(119,275)	9,869			



Staff Report

To: Mayor and Town Council
From: Darci Carlson, Town Clerk
Date: June 19, 2020
Re: **Ratification of the Planning Commission Bylaws and Rules of Procedure**

During their June 3rd work meeting, the Planning Commission discussed a number of training items which included a conversation about attendance. Based on an analysis, overall attendance had declined about 10% over the last year. Commissioners expressed the importance of full engagement in Commission items and discussions; therefore, a commitment to attend work and regular meetings was important.

The Planning Commission June 17th regular meeting included an action item for the Commission to consider changes to their Bylaws adjusting the meeting attendance requirement. A redline of these changes is included in the packet.

Also following are excerpts from the June 3rd and June 17th Planning Commission meeting minutes. These will help the Council understand the background and context of the discussion. The Planning Commission approved the amendment on a 4:1 vote. Commissioner Marriott voted no because he felt there were other ways to address Commissioner attendance issues, other than removal from office.

Council action is to consider ratification of the Planning Commission's approval of the amendment and provide formal consent.

Excerpt from the approved minutes of the 6/03/20 Planning Commission meeting:

A. Information/Discussion/Non-Action Items

1. Planning Commission Training:

Attendance

Mr. Burns had recently observed a slip in meeting attendance at the work meetings and reminded his fellow Commissioners how important their presence was to the discussions. The best way for them to represent the community was to fully engage in the Commission conversations. If personal issues were continually interfering with the ability to attend the meetings, that would require some honesty on an individual's part to determine if continuing on the Commission was appropriate.

One avenue of tightening up the standard for attendance was to revisit the Commission's bylaws. The bylaws currently stated that missing three *regular* meetings was cause for recommendation of removal. The Commission could choose to amend it to, simply, three consecutive meetings.

Ms. Bruno noted that a Commissioner missing three consecutive meetings would put that individual severely behind in the discussions. She had committed to make every meeting and felt that attending a Wednesday meeting consistently every other week was a reasonable ask.

Mr. Burns suggested instead that a Commissioner would be recommended for removal after missing three meetings in a six-month time period.

Mr. Marriott wondered if it would be easier to just have staff or the Chair call the individual to inquire about the reason for absences.

- Mr. Burns felt it was a shared responsibility and it would be just as easy for the Commissioner who was absent to call the chair or staff to explain.
- Mr. Pitti shared a metaphor about weeds and orchids in relation to what kind of work ethic should be required of Commissioners. Orchid's had very specific needs, required a specific environment, and did best when they were coddled. Weeds were able to thrive in tough conditions, without water or care of any kind. He didn't think the staff should have to take care of orchids when they really needed weeds.

Mr. Dansie clarified that amending the bylaws to tighten up the attendance expectation would hopefully emphasize how important meeting attendance was to current and prospective Commission members. He was not aware of any past poor attendance that had escalated to a point of recommendations of removal. If, in the future, poor attendance became such an issue that removal was appropriate, the amendment to the bylaws would ensure that the process was not prolonged unnecessarily.

Ms. McComb agreed with Mr. Marriott and felt that an email from the Chair to the absent Commissioner would be a more considerate approach.

- Mr. Pitti felt it was equally inconsiderate to not come to meetings.

Mr. Burns felt that neither the chair, nor staff should have to shoulder the responsibility and plead with Commissioners to commit to the meeting schedule. He was in favor of amending the bylaws to assert that removal would be recommended to the Council after three missed meetings in a six-month period, whether consecutive or not. The Commission agreed.

- Mr. Pitti added that if a Commissioner was missing meetings, they still needed to be respectful of decisions made in their absence.

Excerpt from the draft minutes of the 6/17/20 Planning Commission meeting:

A. Action Items

1. Review and possible approval of amendments to the Planning Commission Bylaws and Rules of Procedures: This item was in response to a Planning Commission training session which addressed attendance. Currently a Commissioner could be removed from office if they missed three consecutive regular meetings. The proposed change would amend this to three regular or work meetings in a six-month period.

- Mr. Dansie clarified that missing three meetings did not automatically translate into dismissal. Formal removal of a Commissioner was an action taken by the Town Council.

Mr. Burns asked how this change would apply to the Zion National Park ex-officio representative. He did not want a double standard.

- Referencing code, Mr. Dansie said it appeared the Park representative was treated just as any other member of the Commission and therefore bound by the same standards.
- Mr. Pitti said the Park representative had been an important contributor to meetings. It was important to treat them the same.

Commissioners noted that connectivity was occasionally an issue with remote meetings; however, it was important to advise the Chair or staff of an anticipated absence.

Mr. Burns suggested language stating Commissioners be present for the entirety of a meeting also be added. He said it was important the Bylaws were shared at the beginning of a Commissioner's term since they helped set the expectation.

- If a Commissioner needed to leave early, Ms. Bruno said they should inform the Chair at the beginning of the meeting.
- Ms. McComb expressed it was important to keep meeting length to the set timeline.
- Mr. Burns said Commissioners needed to commit to the duration of regular meetings, unless there was an extenuating circumstance. He agreed work meetings should kept to the two-hour limit.

Under B1 *Rights and Duties of Members*, Mr. Young suggested the word 'shall' be changed to 'may'. He said this would provide discretion and flexibility.

Mr. Marriott was unsure why these issues were being visited.

- Mr. Pitti noted there had been a significant drop in attendance. This affected meeting content, fluidity and the Commission's ability to operate as a unit.
- Although he thought it was a good change, Mr. Young was surprised this topic was brought up given the circumstances of this year.
- Mr. Pitti indicated the attendance drop was a pre-COVID issue as well.

Motion made by Barbara Bruno to approve the amended Bylaws and Rules of Procedure as contained in the packet, with the change that the word 'shall' be changed to 'may' in section B paragraph 1. Seconded by Joe Pitti.

Bruno: Aye

Young: Aye

Marriott: No

Pitti: Aye

Burns: Aye

Motion passed.

Springdale Planning Commission

Bylaws and Rules of Procedures

A. Organization

1. Appointment of Chair and Vice Chair: With the advice and consent of the Mayor and Town Council, the commission, at its first regular meeting in January of each year, shall select a Chair and Vice Chair.
2. The Chair to Preside at Commission Meetings: The Chair shall preside at all meetings of the Commission and shall provide general direction for the meetings.
3. Duties of the Vice Chair: The Vice Chair, during the absence of the Chair, shall have and perform all of the duties and functions of the Chair.
4. Temporary Chair: In the event of the absence of both the Chair and Vice Chair, the Chair or the Vice Chair shall appoint another Planning Commission member to serve as the Temporary Chair. In such event, the Temporary Chair shall have all the powers and perform the functions and duties assigned to the Chair of the Commission.
5. Duties of the Chair or Vice Chair:
 - a. To call the Commission to order on the day and the hour scheduled, 'call the roll' by announcement and proceed with the order of business.
 - b. To announce the business before the Commission in the order in which it is to be acted upon.
 - c. To receive and submit in the proper manner all motions presented by the Commissioners and ensure for the recording the names of the maker and seconder of motions as well as a vocal roll call vote.
 - d. To authenticate by signature all of the acts, findings and proceedings of the Commission by signing the approved minutes
 - e. To maintain order at the meetings of the Commission.
 - f. To move the agenda along, hold down redundancy by limiting the time allowed for comment if necessary, set guidelines for public input, and reference handouts and procedures during the meetings.
 - g. Recognize speakers and Commissioners prior to receiving comments and presentations.
 - h. Serve as a meeting facilitator and not a meeting dominator.
 - i. Schedule work sessions, training sessions, or research topics as needed or based on input from members of the Commission.
 - j. Review meeting agenda and material with the Director of Community Development (DCD) before it is distributed to the Commission.

B. Rights and Duties of Members

1. Meeting Attendance: Every member of the Commission shall attend the sessions of the Commission unless duly excused or unless unable to attend because of extenuating circumstances. Any member desiring to be excused shall notify the Town Clerk or DCD. The Town Clerk shall inform the Chair of the excused absences. If a Planning Commissioner fails to attend three ~~consecutive regular~~ meetings during a six-month period,

- whether excused or not, the Chair ~~shall~~ may recommend to the Mayor that the Town Council hold a public hearing to consider removing the Commissioner from office, in accordance with section 10-5-3 of the Town Code.
2. Not to Vote Unless Present: No member of the Commission shall be permitted to vote on any question unless the member shall be present when the vote is taken and when the result is announced. No member shall give his/her proxy to any other person.
 3. Additional Duties: Commissioners shall perform work between meetings as needed, e.g., review prepared materials prior to meetings, participate in site visits, and contribute in preparing other work materials (e.g., proposed ordinance revisions).
 4. Objective Review of Applications: Every member of the Commission shall review all agenda items in an objective, fair, and consistent manner. The members of the Commission shall use the goals and objectives of the General Plan and the requirements of the zoning and subdivision ordinance to guide their decisions on all applications. The members of the Commission shall refrain from expressing personal opinions regarding any application under their review. If a member has a conflict of interest, it should be declared before discussion of the item begins. If the Commissioner chooses to recuse himself or herself, stepping off the dais to join the audience or leave the room is appropriate.

C. Meetings

1. Special Meetings: Special meetings may be called:
 - a. By action of the Commission at a regular meeting; or
 - b. By order of the Chair, or in his/her absence, by the Vice Chair; or
 - c. By written request of three or more members of the Commission.
2. The Town Clerk shall provide written notice (email is sufficient) for special meetings to members of the Commission. In the event of an emergency, a telephoned notice shall suffice. A majority of the entire Commission must approve and a quorum must be present at an emergency meeting. Action on matters at special and emergency meetings shall be limited to subjects announced in the call and notice for the meeting.
3. Agenda Deadline: Requests for Planning Commission consideration must be properly presented (i.e., submission of completed application and associated materials, fees paid) to the Director of Community Development (DCD) according to the timelines listed below. The DCD will review the request within five (5) business days and notify the applicant of missing material. This does not guarantee all requests will be scheduled with the Planning Commission at the next regular meeting.
 - a. Applications for Design/ Development Review: Three (3) weeks prior to the regular meeting in which the applicant wishes to be heard.
 - b. Applications for Subdivisions (Preliminary and Final Plats): Seven (7) weeks prior to the regular meeting in which the applicant wishes to be heard.
 - c. Applications for Zone Changes, Ordinance Amendments, and Conditional Use Permits: Four (4) weeks prior to the regular meeting in which the applicant wishes to be heard.
 - d. Any item deemed incomplete five (5) days prior to the meeting for which it is scheduled may be removed from the agenda if the DCD and Chair so choose.

D. Agenda for Regular Meetings

1. Public Hearings: Public Hearings on the agenda shall be limited to three (3), unless given prior approval by the Chair, or in his/her absence, by the Vice Chair.
2. Action Items: Action items on the agenda shall be limited to ten (10), unless given prior approval by the Chair, or in his/her absence, by the Vice Chair.
3. Agenda: No subject matter shall be placed on the agenda for any regular meeting, nor shall the Commission consider at any meeting, matters that were not formally filed with the DCD in the manner provided by law.
4. Agenda and Staff Report for Meetings: The DCD, with the assistance of the Chair, shall prepare a written agenda and staff report to include a detailed overview, background, analysis, and findings of fact for each meeting as far in advance as possible and shall ensure such agenda and meeting packet material is provided to each member of the Commission prior to the commencement of the meeting. Email notice and digital packets will be used unless a Commissioner makes special arrangements with the staff. Such agenda and meeting packet should be delivered to the members of the Commission at least seven (7) days prior to the meeting. If the staff delivers the packet less than 7 days prior to the meeting, the Commission may still act on the items.
5. No Incomplete Items on Agenda: In the event that an item is incomplete, the Chair or DCD shall remove the item from the agenda and it shall not be considered at that meeting.

E. Parliamentary Procedure

1. The Commission shall adhere to the procedures listed in the Springdale Town Officials Handbook, which are roughly based on *Robert's Rules of Order* for parliamentary procedures.
2. A. In acting upon applications for non-hearing action items, the Commission shall follow this general procedure:
 1. DCD review of the application.
 2. Applicant presentation
 3. Commission discussion regarding the merits of the application.
 4. Formulation of motion to include Commission findings, second to motion.
 5. Commission discussion regarding the motion.
 6. Commission vote on the motion.B. In acting upon public hearing action items, the Commission shall follow the 'Planning Commission Hearing [Protocol Guidelines](#)' as approved by the Town Council and printed on the 'flip side' of the agenda. See [Exhibit 1](#).
3. A quorum of the Planning Commission is three voting members present. The Planning Commission shall not pass any motion with less than three concurring votes. In the event only three voting members of the Commission are present, the Commission shall continue any action item or application that does not receive a unanimous vote (either for approval or denial).

F. Ex Parte Contacts

Planning Commission members shall reveal any pre-hearing or *ex parte* contacts with regard to any matter at the commencement of the public meeting on the matter. An *ex parte* contact is any communication with a party or person, whether in person, by mail, email, social network, telephone or other form of communication regarding an application the Planning Commission is or will be considering. A short summary of the nature and content of all *ex parte* communication should be made part of the public record.

Prearranged private meetings, whether in person, by mail, email, social network, telephone or other form of communication, between a Planning Commissioner and applicants, their agents, or other interested parties to discuss items or issues the Planning Commission is or will be considering are prohibited. If such contacts have impaired the member's impartiality or ability to vote on the matter, the member shall so state and shall abstain.

G. Amendment of Bylaws and Rules of Procedure

- 1. These bylaws and rules of procedure may be amended at any meeting of the Commission held after the proposal to amend the rules is noticed according to the Town's legal noticing requirements. A majority vote of the members of the Planning Commission is required for passage.
- 2. The public shall have the opportunity to review and respond to amendments to the bylaws and rules of procedure prior to adoption by the Planning Commission though a public hearing is not required.

H. Recording of Bylaws and Rules of Procedure

- 1. The Town Clerk shall record these rules and all subsequent amendments and copies shall be furnished to each member of the Commission.

Jack Burns, Planning Commission Chair

Ratified by the Town Council on _____:

Stanley J. Smith, Mayor

Attest:

Darci Carlson, Town Clerk

Exhibit 1

Town of Springdale Public Hearing Guidelines – Planning Commission

A public hearing is a special type of public meeting. A public hearing provides an opportunity for the Planning Commission to accept public comment and testimony on proposed land use issues or legislation. With formal rules of procedure, a public hearing will result in respectful speakers, and a respected process.

When a public hearing agenda item is announced, the Chair will call attention to the hearing format listed below. It is the responsibility of the Chair to maintain control of the public hearing and establish rules which may include reasonable limits on speaking time and speaker conduct. A speaker decides the relevance of their comments regarding the public hearing topic; the Commission listens.

The Chair will lead the public hearing sequentially through the following format steps:

1. A summary explanation and presentation of the hearing item by Town staff
2. Question and answer period of staff by the Planning Commission
3. Question and answer period of staff by the public
4. A summary explanation and presentation of the hearing item by the applicant
5. Question and answer period of the applicant by the Planning Commission
6. Question and answer period of the applicant by the public
7. Motion by the Planning Commission to open public hearing
8. Public comment period
9. Motion by the Planning Commission to close public hearing. No further public comment is taken after the hearing is closed.
10. Planning Commission deliberation
11. Planning Commission action

Per Springdale's Conduct Policy for Elected and Appointed Officials, public officials shall:

- Make the public feel welcome;
- Be impartial, respectful and without prejudice toward the public, and refrain from directing or criticizing the public;
- Listen courteously and attentively to public comment;
- Not argue back and forth or debate with members of the public;
- Treat all members of the public equitably and fairly in terms of time allotted to speak.

The public is asked to:

- State your name for the record when at the microphone. Be brief and speak your points succinctly;
- Do not repeat what has already been said. It is better to simply agree with previous speakers or comments.
- When the public hearing is closed, no further comment, questions, or suggestions will be taken. It is the Council's time to deliberate.

Thank you for participating in the public process.