



# HIDEOUT, UTAH TOWN COUNCIL REGULAR MEETING AND PUBLIC HEARING

## June 10, 2021

### Agenda

PUBLIC NOTICE IS HEREBY GIVEN that the Town Council of Hideout, Utah will hold its Regular Meeting and Public Hearing electronically for the purposes and at the times as described below on Thursday, June 10, 2021.

This meeting will be an electronic meeting without an anchor location pursuant to Mayor Rubin's June 7, 2021 No Anchor Site Determination Letter (attached).

All public meetings are available via ZOOM conference call and YouTube Live.  
Interested parties may join by dialing in as follows:

**Zoom Meeting URL:** <https://zoom.us/j/4356594739> To join by telephone dial: US: +1 408 638 0986

**Meeting ID:** 435 659 4739

**YouTube Live Channel:** <https://www.youtube.com/channel/UCKdWnJad-WwvcAK75QjRb1w/>

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Regular Meeting  
6:00 PM

- I. Call to Order
- II. Roll Call
- III. Approval of Council Minutes
  1. April 8, 2021 Town Council Meeting Minutes DRAFT
- IV. Public Hearing
  1. Public Hearing, discussion and possible approval of the amendments to the Town Budget for the fiscal year 2020-2021
  2. Public Hearing, discussion and possible approval of Resolution 2021-R-XX adopting the Town Budget for the fiscal year 2021-2022 and setting the property tax rate at no increase for the Town of Hideout
  3. Public Hearing and review of the Fraud Risk Assessment Questionnaire, and discuss ways to improve controls for the Town of Hideout
- V. Public Input - Floor open for any attendee to speak on items not listed on the agenda
- VI. Agenda Items
  1. Discussion with Heber Valley Animal Services
  2. Discussion and Possible adoption of Ordinance 2021-O-XX regarding dark skies
  3. Discussion and possible adoption of Ordinance 2021-O-XX amending Title 5 Chapter 4 regarding nuisance definitions and enforcement for solid waste and stagnant water
  4. Discussion and possible action on Resolution 2021-R-XX requesting admission to the Public Employees' Retirement System
  5. Discussion and possible approval of an adjustment for planning fees on the Hideout Fee and Rate Schedule and adopt Resolution 2021-R-XX to revoke and replace the Fee and Rate Schedule
  6. Continued discussion and possible action of the Sewer Master Plan
  7. Discussion and Possible Action on an Ordinance Amending 1.20.040 IMPACT FEES IMPOSED and adopting 1.20.100 Time and Manner of Collection; and 10.14.02, Time of Payment to clarify that impact fees going to the Jordanelle Special Service District and the Wasatch County Fire Protection Special Service District must be paid before a building permit can be issued
  8. Discussion and possible action on Ordinance 2021-O-XX to adopt the Wasatch County Fire Restrictions effective June 16, 2021
  9. Discussion regarding Hideout's Emergency Notification Policy
  10. Discussion of possible compensation for Mayor and Council Members
  11. Discussion and possible appointment of a permanent Mayor Tempore for dire emergencies
- VII. Closed Executive Session - Discussion of pending or reasonably imminent litigation, personnel matters, and/or sale or acquisition of real property as needed
- VIII. Meeting Adjournment

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Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the Mayor or Town Clerk at 435-659-4739 at least 24 hours prior to the meeting.

**HIDEOUT TOWN COUNCIL**

10860 N. Hideout Trail

Hideout, UT 84036

435-659-4739

06/09/2021

**File Attachments for Item:**

1. April 8, 2021 Town Council Meeting Minutes DRAFT

**Minutes**  
**Town of Hideout**  
**Town Council Regular Meeting and Public Hearing**  
**April 08, 2021**

The Town Council of Hideout, Wasatch County, Utah met in Regular Meeting and Public Hearing on April 08, 2021 at 6:00 pm electronically via Zoom meeting due to the ongoing COVID-19 pandemic.

Regular Meeting and Public Hearing

**I. Call to Order and Reading of Mayor Rubin's No Anchor Site Determination Letter**

**1. Mayor Rubin's No Anchor Site Determination Letter**

Mayor Rubin called the meeting to order at 6:03 pm and read the No Anchor Site Determination Letter in its entirety.

**II. Roll Call**

**Present:** Mayor Phil Rubin  
 Council Member Chris Baier  
 Council Member Jerry Dwinell  
 Council Member Carol Haselton  
 Council Member Bob Nadelberg  
 Council Member Ralph Severini

**Staff Present:** Town Attorney Polly McLean  
 Town Administrator Jan McCosh  
 Town Planner Thomas Eddington  
 Town Engineer Dillon Bliler  
 Director of Public Works Kent Culliard  
 Town Clerk Alicia Fairbourne  
 Deputy Town Clerk Kathleen Hopkins

**Others Present:** Abbi Kau (T-O Engineers), Jeffrey Schiff, Chris Tihansky, Kurt Shadle, Brian Cooper, Brian Amerige, Ann Blomquist, Nate Brockbank, Jeff Bawol, Jason Day, Lisa Christjans, Sheri Jacobs, Rachel Cooper, Martina Nelson, John Ray, Juan Lee and others who may not have logged into Zoom using their full or proper name, or who dialed in using only a phone number.

**III. Approval of Council Minutes**

**1. November 12, 2020 Meeting Minutes DRAFT**

**2. February 11, 2021 Town Council Meeting Minutes DRAFT**

There were no corrections or comments regarding minutes.

*Motion: Council Member Haselton made the motion to approve the November 12, 2020 and February 11, 2021 Town Council meeting minutes. Council Member Nadelberg made the second. Voting Yea: Council Members Baier, Dwinell, Haselton, Nadelberg and Severini. None opposed. Motion carried.*

**IV. Public Input - Floor open for any attendee to speak on items not listed on the agenda**

Mayor Rubin addressed an email which was sent by the Hideout HOA (Homeowners Association) to residents concerning the offer to sell the Outlaw Golf Course to the Town. Mayor Rubin was unsure what the Town's position would be on the potential transfer and opted not to take public comment on the matter.

At 6:10 pm, Mayor Rubin opened the floor to public comment.

Town resident Kurt Shadle expressed his concern regarding the purchase of the golf course and noted there was not enough information provided from the HOA to its members in order to make an informed vote. He urged Council and residents to vote no on the purchase without more information.

Town resident Jeffrey Schiff expressed his concern with the golf course being zoned as residential single family and wondered if the Town had jurisdiction over whether it could be kept as recreational property or open space. Mayor Rubin noted the Town's legal counsel was researching all aspects of the potential transfer of property.

There being no further public comments, Mayor Rubin closed the public comment portion of the meeting at 6:16 pm.

**V. Public Hearing**

- 1. Hold a public hearing, discuss and possible action on the final subdivision plat application for the Deer Waters subdivision Phase 3**
- 2. Hold a public hearing, discuss and possible action on the final subdivision plat application for the Deer Waters subdivision Phase 4**

*Clerk's note: Public Hearing items 1 and 2 were discussed together as described below.*

Mayor Rubin asked Town Planner Thomas Eddington to present the recommendation from the Planning Commission and provide input regarding the final subdivision plat application for the Deer Waters Phase 3 subdivision.

Mr. Eddington explained the application had been approved over a year ago, and based on the Town's municipal code, the approval had expired. The subdivision application was presented to the Hideout Planning Commission during the March 18, 2021 meeting and received a favorable recommendation. The application presented to the Planning Commission and Town Council during the meeting was consistent with the previous application, however, the developer reduced the density from 112 units to a total of 102 units. Developer Nate Brockbank stated he had worked with former Council Member Kurt Shadle to provide variation and depth between units, going from single story to two story structures and so on.



1 Council Member Jerry Dwinell noted the Town's current Municipal Code required roads be 26-  
2 foot-wide asphalt plus curb and gutter. Mr. Brockbank stated his approved MDA (Master  
3 Development Agreement) fell under the previous Municipal Code of 23-foot-wide asphalt;  
4 however, he was willing to make the change to road "D" to comply with current Municipal Code  
5 for lots 89 through 102.

6 Council Member Chris Baier inquired about the bike/jogging trail which connected from Ross  
7 Creek to the beginning of Deer Waters Phase 1 and wondered if it would continue through the  
8 rest of the phases of the subdivision. Mr. Brockbank replied it would be continued through Phase  
9 2, 3, and 4, but because of the construction, it would be completed last. He noted Phases 1 and 2  
10 were almost complete and the trail was scheduled to be constructed once the phases were  
11 completed. Mr. Brockbank also noted he would be moving the lift station in Lakeview Estates  
12 and removing the lift station in Deer Waters, which would require more construction on Shoreline  
13 Drive. He also stated the potholes on Shoreline Drive would be repaired in the near future, and,  
14 upon the completion of the phases, Shoreline Drive would be repaved with new asphalt.

15 Mr. Brockbank discussed the presented concept map and noted the two pickleball courts, a  
16 playground, four benches, a drinking fountain, additional parking stalls, a drip system to the trees.  
17 He pointed out the trail system which would continue to the park. Council Member Dwinell  
18 inquired if the trail met up with the future Lakeview Trail, to which Mr. Brockbank replied it  
19 would.

20 Council Member Dwinell asked about the specifics of the fencing around the pickleball courts.  
21 The specifications called for a three- to six-foot high fence. Council Member Dwinell was  
22 concerned the fence would be obstructive to the views if it were too high, but understood it needed  
23 to be high enough to keep the ball on the court. Mr. Brockbank stated a three- to four-foot fence  
24 would be sufficient, with the four-foot height on the downhill slope and three-foot height on the  
25 uphill slope. Discussion regarding the proper fencing materials continued.

26 Council Member Ralph Severini inquired if the lighting of the park and pickleball courts would  
27 comply with the Dark Skies Ordinance which was being considered by Council. Mr. Brockbank  
28 ensured Council he would make it compliant.

29 Town Planner Thomas Eddington presented Ordinance 2021-02 which described the findings of  
30 fact, conclusions of law, and conditions of approval for Deer Springs Phase 3 and Phase 4 and  
31 explained he had been noting the recommended changes which were agreed upon during the  
32 discussion. Mr. Eddington pointed out notations made from Engineering, which were  
33 incorporated into the Ordinance, regarding retaining walls and permitting.

34 There being no further questions from Council, at 6:49 pm, Mayor Rubin opened the floor to the  
35 public for input.

36 There were no comments from the public, and therefore, Mayor Rubin closed the public comment  
37 portion at 6:50 pm.

38 ***Motion: Council Member Dwinell made the motion to approve Ordinance 2021-02,***  
39 ***approving the Deer Waters Phase 3 and Phase 4 subdivisions with the modifications as***  
40 ***described on the road width and the fencing around the pickleball court. Council Member***  
41 ***Severini made the second. Voting Yea: Council Members Baier, Dwinell, Haselton,***  
42 ***Nadelberg and Severini. None opposed. Motion carried.***

## VI. Agenda Items

### 1. **Consideration to grant a 30-day extension for the Plumb Subdivision beyond the one-year timeline to record with Wasatch County**

Mayor Rubin presented a letter from Mr. Jason Day, the builder for the property, asking for a 30-day extension of the approval given by Council in April 2020, in order to meet the terms and conditions of approval and record the plat with the Wasatch County Recorder's Office.

Town Engineer Dillon Bliler stated Mr. Day had completed the subdivision application and submitted the cash warranty bond, inspection fee and application fee. A pre-construction meeting had been held, however, in order to record the plat, a letter of credit needed to be obtained. Town Attorney Polly McLean stated she had received an email from Mr. Day's bank stating the letter of credit had been submitted.

***Motion: Council Member Nadelberg made the motion to grant a third extension for the Plumb Subdivision, which expired on April 9, 2021, to expire on May 9, 2021. Council Member Haselton made the second. Voting Yea: Council Members Baier, Dwinell, Haselton, Nadelberg and Severini. None opposed. Motion carried.***

### 2. **Presentation from the Community Enhancement Committee regarding new town sign**

Mayor Rubin turned the time to Council Member Dwinell to introduce the Community Enhancement Committee and present the concept design of the new town signage.

Council Member Dwinell introduced town resident Gwen Wetzel, Town Administrator Jan McCosh, Town Building Administrator Carol Kusterle, Town Planner Thomas Eddington, and Council Member Chris Baier as members of the Community Enhancement Committee and thanked them for their input on the design of the new town signage.

Council Member Dwinell presented images of other signs within the Town and explained the signage in the town was outdated and inadequate. He provided a history of the Town and explained the Committee's desire to construct signs consistent with the Town's theme. He stated when the Deer Springs annexation was approved, it included a developer-funded monument sign for the Town, located at a T-connection at the Ross Creek entrance. Because conditions required an altered configuration of the roadway, the original placement of the monument was impractical and not built. Mr. Brockbank, the developer for Deer Springs, had agreed to fund the design and installation of a new Town monument sign along State Road 248. Additionally, Mr. Brockbank intended to install subdivision signs at the entrance to Deer Springs at Bellevue Way and Longview Drive, which is adjacent to the location of one of the proposed monument signs.

He presented five locations for the new signage:

1. Ross Creek entrance and SR-248 to replace the outdated Town bulletin signage board
2. Replacement of the small Hideout sign along SR-248
3. Proposed Western Boundary Town Monument Sign (adjacent to the Deer Springs Park)
4. Proposed Town Bulletin Sign (adjacent to a future Bus Stop)
5. Proposed Eastern Boundary Town Monument Sign (near Golden Eagle entrance)

Council Member Dwinell continued to present the theme of the proposed signs and discussed the details of each sign. He presented the concept drawings of the signs and gave background on the thought process of the design. He noted some signs would have backlighting which would comply with the proposed Dark Skies Ordinance.

Although the **developers** would fund the sign at the Ross Creek entrance and the bulletin sign at the Bus Stop, the Town would need to appropriate funds for the monument on the eastern boundary as well as the additional signs. Council agreed funds should be set aside for the new monument signs and bulletin boards.

### **3. Discussion and consideration of approval of Ordinance 2021-XX regarding dark skies**

Mayor Rubin stated he would like to continue the Dark Skies Ordinance in order for the Town to communicate the proposed Ordinance with residents. During the March Town Council Meeting, changes to the Ordinance had been discussed, and Mr. Eddington reviewed those changes with Council, including the addition of the protection of the natural environment, clarification and background with regard to the educational sessions needed for the certification, adding definitions, and clarification with regard to holiday lighting. Also noted was the year-round lighting in the trees at the Hideout Canyon turn off from SR-248, and the lighting in the roundabout was exempt from the holiday lighting clause for the reason that it provided safety lighting for the road markers.

Mr. Eddington stated he had spoken with Daniel Mendoza at the University of Utah, who had background in planning, atmospheric science, and medical. Mr. Mendoza was teaching a capstone studio session during the Fall, 2021 semester in Park City. He suggested sending students to the Town in order to conduct a lighting inventory on an annual or biannual schedule.

Discussion regarding the use of shielded bulbs, the total amount of lumens, and compliance with the HOA ensued. Ms. McCosh noted Heber City had recently adopted a Dark Skies Ordinance, and Wasatch County was in the process of adopting one as well. She suggested collaborating with them in order to establish regional development. Mr. Eddington noted Mr. Mendoza had assisted Heber City and Wasatch County on their Ordinances.

Council agreed residents should have input before the Ordinance was adopted. They also wanted to ensure it was in line with the HOA's rules before adopting the Ordinance. Mayor Rubin continued the item until the next meeting.

### **4. Discussion and consideration of approval of Ordinance 2021-XX amending the nuisance ordinance to account for changes to noxious weed control**

Mayor Rubin continued the Ordinance until the meeting to be held in May in order for Town Attorney Polly McLean to review the language.

### **5. Discussion regarding nightly rentals**

Mr. Eddington provided an update regarding nightly rentals in Deer Springs Phase 1. The initial subdivision plat had been signed and the CC&Rs (Covenants, Conditions & Restrictions) indicated nightly rentals were allowed. During the review process of the Deer Springs Phase 1 Amended plat, Ms. McLean and Town Engineer Ryan Taylor noticed the discrepancy, and noted the Town's Zoning Ordinance did not allow nightly rentals. Negotiations were made with Nate Brockbank, the developer, and it was agreed to allow nightly rentals for Phase 1 lots only, which

1 included the first 45 out of 248 units. Nightly rentals would not be allowed in the other phases.  
 2 As a result of the discussion, Mr. Eddington inquired if Council would like to keep the zoning  
 3 ordinance in place as to prohibit nightly rentals in residential zones. He also noted the current  
 4 language allowed short-term rentals in commercial zones, which were defined as rentals of thirty  
 5 (30) days or less, and inquired if the Ordinance should be more specific to add language  
 6 prohibiting nightly rentals.

7 Ms. McLean noted the Master HOA rules did not currently allow nightly rentals. However, those  
 8 rules could change which would then allow them throughout the Town unless the Town adopted  
 9 an ordinance explicitly stating nightly rentals were prohibited.

10 Ms. McLean also noted nightly rentals which fell outside of the HOA were in MIDA (Military  
 11 Installation Development Authority), and although the Town would benefit from any tax revenue,  
 12 it would be reduced because of the administrative fee collected from MIDA.

13 The pros and cons of allowing nightly rentals were discussed. It was determined a public hearing  
 14 would be beneficial in order to allow residents to provide input.

#### 15 **6. Discussion and consideration of adopting Resolution 2021-02 amending the Fee and Rate** 16 **Schedule to account for a sewer rate increase from JSSD**

17 Ms. McCosh stated the water obtained through JSSD (Jordanelle Special Service District) was  
 18 pre-paid, and Mustang Development had negotiated a certain number of water units on Parcel 1  
 19 (west side of SR-248) and Parcel 2 (east side of SR-248), which had been exhausted. Mayor Rubin  
 20 further explained when new subdivisions were developed, the impact fees would need to be paid  
 21 by the developer in order to connect to the sewer system. Since the Town had moved past the first  
 22 tranche of sewer connections, the rate had risen from \$5,000 to \$7,200 which required the Fee  
 23 and Rate Schedule to be adjusted to reflect the cost.

24 Mayor Rubin asked for a motion to adopt Resolution 2021-02.

25 ***Motion: Council Member Dwinell moved to adopt Resolution 2021-02 amending the Fee and***  
 26 ***Rate Schedule to account for a sewer rate increase from JSSD as discussed. Council Member***  
 27 ***Baier made the second. Voting Yea: Council Members Baier, Dwinell, Haselton, Nadelberg***  
 28 ***and Severini. None opposed. Motion carried.***

#### 29 **7. Mask mandate update**

30 Mayor Rubin discussed the requirements set forth by the State of Utah regarding the relaxation  
 31 of the mask mandate. He stated it did not require in-person Council meetings be held if the  
 32 COVID-19 pandemic was still considered to present a hazard. He expressed his concern of the  
 33 variant strains of the virus and recommended council meetings be held electronically, and the  
 34 Town Hall building remain closed unless an appointment was made. Ms. McCosh stated she was  
 35 meeting with the Public Health Department on a weekly basis, and the mask mandate could not  
 36 be enforced unless more than fifty (50) patrons attended the meeting. Ms. McLean noted a  
 37 provision in the bill stating if an in-person meeting were held and it was determined to be unsafe,  
 38 the meeting could be stopped and re-grouped electronically. Council agreed meetings should  
 39 continue to be held electronically.

Council Member Dwinell inquired how the day-to-day operations at Town Hall would be addressed. He supported the safety of the staff but wanted the public to safely have access to Town Hall. Mayor Rubin suggested patrons would need to make an appointment with a staff member, and if that person were unable to, or did not want to wear a mask, the appointment would need to be an electronic meeting or could be held outside in order to adhere to social distancing practices. Council Member Dwinell agreed it would be an appropriate balance. Ms. McLean noted, due to an order issued by the Governor, masks could be enforced within the building if desired.

Mayor Rubin stated he would have a Determination Letter available and standardized governing language stating the Town considers in-person appointments and meetings to be a health risk.

**VII. Closed Executive Session - Discussion of pending or reasonably imminent litigation, personnel matters, and/or sale or acquisition of real property as needed**

There being no further public business, Mayor Rubin asked for a motion to close the public portion of the meeting in order to hold a closed Executive Session.

*Motion: Council Member Haselton made the motion to close the public meeting and proceed to a Closed Executive Session to discuss pending or reasonably imminent litigation, personnel matters, and/or sale or acquisition of real property as needed. Council Member Nadelberg made the second. Voting Yea: Council Members Baier, Dwinell, Haselton, Nadelberg and Severini. None opposed.*

At 8:49 pm, the public session moved into Closed Executive Session.

After a short recess, the closed Executive Session convened at 8:55 pm.

**Present:** Mayor Phil Rubin  
Council Member Chris Baier  
Council Member Jerry Dwinell  
Council Member Carol Haselton  
Council Member Bob Nadelberg  
Council Member Ralph Severini

**Staff Present:** Town Attorney Polly McLean

**VIII. Meeting Adjournment**

At 9:15 pm, Mayor Rubin asked for a motion to move into public session and adjourn the meeting.

*Motion: Council Member Dwinell moved to adjourn the meeting. Council Member Baier made the second. Voting Yea: Council Members Baier, Dwinell, Haselton, Nadelberg, and Severini. None opposed.*

The meeting adjourned at 9:15 pm.

\_\_\_\_\_  
Alicia Fairbourne, Town Clerk

**File Attachments for Item:**

1. Public Hearing, discussion and possible approval of the amendments to the Town Budget for the fiscal year 2020-2021



April 1, 2021

To the Mayor and City Council  
Hideout Town  
10860 N Hideout Trail  
Hideout, UT 84036

We have audited the financial statements of the governmental activities, the business-type activities, and each major fund of Hideout Town for the year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and if applicable the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 4, 2020. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Matters

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Hideout Town are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by Hideout Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Town's financial statements was:

- Management's estimate of accounts receivable collectible within one year and the allowance for uncollectible accounts. A portion of Hideout Town's receivable balance (\$320,000) has been challenged by a customer and is in the process of litigation.
- Management's estimate of the estimated useful life of capital assets is based on historical averages on replacement. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

##### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. See Appendix A of this letter for a listing of individually significant corrections. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated April 1, 2021.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Hideout Town's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Hideout Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters for Your Consideration

During our audit we also noted items of improvement to internal controls and processes that will improve financial reporting and the control structure. Below are these items for your consideration.

#### *2020-5 Miscalculated Building Permit Fees*

**Finding:** Per the Town of Hideout Fees and Rates Schedule, building valuations should be derived from current building valuation data from the International Code Council (ICC). Valuation figures for one of the five sample items tested were calculated using ICC tables from an outdated fee and rate schedule, resulting in under-calculated building permit fees of \$1,164.

**Recommendation:** We recommend the City use the latest tables available from the ICC in calculating building valuations.

**Management's Response:** Administrations will be trained on figuring proper building rates per the ICC table and charge accordingly.

#### *2020-6 Unsupported Vacation Balances*

**Finding:** Vacation balances of the Public Works Director are based on employee record only and are not tracked independently by the Town of Hideout. Because these balances ultimately result in payouts to the employee upon termination, it is important that the balances be tracked and regularly reviewed by an independent individual.



**Recommendation:** We recommend an independent individual maintain and review the vacation balances of the Public Works Director each pay period.

**Management's Response:** The Public Works Director's Vacation Balance will be reviewed monthly by the Town Administrator. This employee had a grandfathered vacation agreement. The town will ensure that the vacation is paid out and that it will be tracked moving forward in the accounting system.

#### 2020-07 Noncompliance with State Requirements

**Finding:** We noted noncompliance with the following state requirements:

1. Per Utah Code, Section 52-4-203(4)(e), a state public body shall within three business days after approving written minutes of an open meeting, post to the website and make available to the public a copy of the approved minutes. Meeting minutes were not posted to the Public Notice website for four meetings held during the fiscal year.
2. Per Auditor Alert 2020-01 issued by the Office of the State Auditor, all local governments are required to complete, certify, and present an Annual Fraud Risk Assessment to the governing board before the end of the 2020 fiscal year. The Town was unable to complete the assessment prior to June 30, 2020. The Town completed the assessment in July 2021 but has not uploaded the required documents to the Office of the State Auditor.

**Recommendation:** We recommend the Town 1) ensure all Town council meeting minutes are posted in a timely manner to the Public Notice Website as required by law, and 2) complete and present the fraud risk assessment to the town council annually before the end of the fiscal year and upload documents as required by the Office of the State Auditor.

**Management's Response:** The town got behind on minutes due to loss of a recorder amid a significant increase in the number of public meetings due to a controversial annexation petition. The town hired a new clerk as well as a deputy clerk to address this.

#### Other Matters

We applied certain limited procedures to the management's discussion and analysis and the budgetary comparison for the general fund which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on combining individual fund financial statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

#### Restriction on Use

This information is intended solely for the information and use of the Mayor and City Council and management of Hideout Town and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Child, Richards CPAs & Advisors*

**APPENDIX A**  
**TOWN OF HIDEOUT JOURNAL ENTRIES**  
**JUNE 30, 2020**

#	ACCOUNT DESCRIPTION	DEBIT	CREDIT
<b>GENERAL FUND</b>			
1	2981 Fund Balance	5,463.90	
	1175 Undeposited receipts		5,463.90
	2981 Fund Balance	2,838.68	
	NEW - Allowance for doubtful accounts		2,838.68
	10 2971 - Restricted	15,874.04	
	1341 Due from other governments		15,874.04
	1341 Due from other governments	19,714.86	
	10 2981 - Fund balance		19,714.86
	1341 Due from other governments	31,029.23	
	2380 Deferred inflows - property taxes		31,029.23
	1341 Due from other governments	9,866.13	
	2981 Fund Balance		9,388.52
	2981 Fund Balance		477.61
	1341 Due from other governments	2,255.13	
	2981 Fund Balance		2,255.13
	2981 Fund Balance	79,319.69	
	5002.3 Engineering		13,041.57
	5002.2 Legal		4,880.00
	5002.4 Building inspection		33,879.89
	5002.3 Engineering		27,518.23
	5001.8 Admin Personnel	1,633.17	
	10 2981 - Fund balance		1,633.17
	10 2981 - Fund balance	4,357.55	
	5001.8 Admin Personnel		4,357.55
	10 2981 - Fund balance	8,643.75	
	NEW - Interest Payable		8,643.75
	10-2131 Accounts Payable	1,631.25	
	10 2981 - Fund balance		1,631.25
	10 2981 - Fund balance	2,092.50	
	5002.3 Engineering		2,092.50
	10 2981 - Fund balance	1,640.00	
	2700 Western Ventures-Deer Springs		1,640.00
	2700 Western Ventures-Deer Springs	10,532.66	
	10 2981 - Fund balance		10,532.66
	10 2981 - Fund balance	787.50	
	2703 Golden Eagle Phase 1		787.50
	2703 Golden Eagle Phase 1	7,512.26	
	10 2981 - Fund balance		7,512.26
	10 2981 - Fund balance	1,756.25	
	2705 Golden Eagle Phase 3		1,756.25
	10 2981 - Fund balance	925.00	
	2712 Klaim	-	925.00
	2712 Klaim	7,231.35	
	10 2981 - Fund balance		7,231.35

10 2981 - Fund balance	60.00	
2713 Klaim The View at Hideout		60.00
2713 Klaim The View at Hideout	600.00	
10 2981 - Fund balance		600.00
2724 Shoreline Phase 1 Plat C""	620.00	
10 2981 - Fund balance		620.00
2726 Shoreline Phase 2A	280.00	
10 2981 - Fund balance		280.00
10 2981 - Fund balance	640.09	
2727 Soaring Hawk Phase 1 Soaring Hawk Subdivision		640.09
2727 Soaring Hawk Phase 1 Soaring Hawk Subdivision	1,416.60	
10 2981 - Fund balance		1,416.60
2731 Sunrise	3,180.00	
10 2981 - Fund balance		3,180.00
10 2981 - Fund balance	600.00	
2735 The Views Development Review		600.00
2971 Restricted	16,425.00	
2981 Fund balance		16,425.00
10 2981 - Fund balance	28,123.20	
NEW 10 2975 - Bond Reserves		28,123.20
1111 Key Bank (4000)	45,000.00	
2981 Fund balance		45,000.00
5004 Admin Other	529.72	
2981 Fund balance		529.72
1111 Key Bank (4000)	911.42	
2981 Fund balance		911.42
-to adjust retained earnings to beginning audited balance		
2 5002.3 Engineering	23,175.75	
5002.2 Legal	814.00	
2700 Western Ventures-Deer Springs		23,989.75
2700 Western Ventures-Deer Springs	27,573.85	
NEW REVENUE ACCT - Developer reimbursements		27,573.85
5002.3 Engineering	22,203.10	
5002.2 Legal	374.00	
2701 Deer Waters Resort		22,577.10
2701 Deer Waters Resort	25,155.14	
NEW REVENUE ACCT - Developer reimbursements		25,155.14
5002.3 Engineering	15,358.50	
2703 Golden Eagle Phase 1		15,358.50
2703 Golden Eagle Phase 1	19,489.75	
NEW REVENUE ACCT - Developer reimbursements		19,489.75
5002.3 Engineering	1,803.65	
2705 Golden Eagle Phase 3		1,803.65
5002.3 Engineering	10,135.15	
5002.2 Legal	3,234.00	
2712 Klaim		13,369.15

2712 Klaim	15,725.15	
NEW REVENUE ACCT - Developer reimbursements		15,725.15
2713 Klaim The View at Hideout	225.00	
NEW REVENUE ACCT - Developer reimbursements		225.00
2715 Perches/Commercial (Golden Eagle)	704.00	
2714 New Town Center & Perch		704.00
5002.3 Engineering	7,210.25	
2716 Plumb Holdings		7,210.25
2716 Plumb Holdings	8,279.00	
NEW REVENUE ACCT - Developer reimbursements		8,279.00
5002.3 Engineering	9,595.00	
2721 Shoreline (remaining lots)		9,595.00
2722 Shoreline Phase 1 Plat "A"	3,301.22	
NEW REVENUE ACCT - Developer reimbursements		3,301.22
5002.3 Engineering	10,531.20	
5002.2 Legal	198.00	
2725 Shoreline Phase 2		10,729.20
2725 Shoreline Phase 2	25,632.19	
NEW REVENUE ACCT - Developer reimbursements		25,632.19
5002.3 Engineering	1,020.40	
2727 Soaring Hawk Phase 1 Soaring Hawk Subdivision		1,020.40
5002.3 Engineering	600.00	
2729 Soaring Hawk Phase 3 Fox Hollow		600.00
2729 Soaring Hawk Phase 3 Fox Hollow	2,618.07	
NEW REVENUE ACCT - Developer reimbursements		2,618.07
5002.3 Engineering	188.50	
2730 Soaring Hawk Phase 4		188.50
2730 Soaring Hawk Phase 4	894.90	
NEW REVENUE ACCT - Developer reimbursements		894.90
5002.3 Engineering	8,671.50	
2732 Vanden Akker		8,671.50
2732 Vanden Akker	8,722.20	
NEW REVENUE ACCT - Developer reimbursements		8,722.20
5002.3 Engineering	4,948.75	
2733 Venturi		4,948.75
2733 Venturi	4,628.75	
NEW REVENUE ACCT - Developer reimbursements		4,628.75
5002.3 Engineering	4,671.25	
2734 All West		4,671.25

2734 All West	6,467.00	6,467.00
NEW REVENUE ACCT - Developer reimbursements		
5002.3 Engineering	1,000.00	1,000.00
2801 Creekside		
5002.3 Engineering	225.00	225.00
2735 The Views Development Review		
-to reclass developer liabilities as revenue and expense		
3 2981 Fund balance	5,046.55	5,046.55
1111 Key Bank (4000)		
-to adjust Retained Earnings for prior period voided checks #3882 & #4015		
4 2307 Security deposits	29,389.00	29,389.00
NEW Deferred Revenue		
-to reclass unspent CARES act funds as deferred revenue		
5 5003 Admin Benefits	1,857.40	
5001.7 Admin Office supplies	136.87	
2221 Accrued SS, MC, & FWT payable		1,994.27
-to reclass PEHP & lease pament		
6 NEW - Prepaid Expense	6,412.34	
2221 Accrued SS, MC, & FWT payable		1,297.06
2222 Accrued state withholding payable		5,115.28
-to reclass overpayments less amounts due as prepaid expense		
7 5002.3 Engineering	7,074.50	
5002.2 Legal	1,753.00	
2602 Professional Services Advanced		8,827.50
-to reclassify as expenses to the Town		
8 1341 Due from other governments	2,885.55	
1411 Due from other		2,885.55
-to reclass Energy taxes accrual		
9 1341 Due from other governments	3,079.26	
3120 Prior year property taxes - delinquent		3,079.26
-to recognize deferred delinquent taxes received in FY2020 less FY2019 accrual as revenue		
10 1111 Key Bank (4000)	2,929.04	
1175 Undeposited receipts		2,929.04
-to allocate undeposited receipts from General Fund to Water Fund		
11 5002.4 Building inspection	20,388.75	
5002.2 Legal	9,980.10	
2131 Accounts payable		30,368.85
-to accrue FY20 expenses		

12	NEW Deferred Revenue	13,647.46	
	NEW - CARES Act Revenue		13,647.46
	-to recognize spent CARES act funds as revenue		
13	5001.8 Admin Personnel	2,372.74	
	2211 Accrued wages payable		2,372.74
	-to adjust 2020 wages payable		
14	2307.1 Application Deposits	61,000.00	
	NEW - Contributions from Developers		61,000.00
	-to reclassify contribution from developer made in exchange for annexation		
15	2380 Deferred inflows - property taxes	15,872.85	
	1341 Due from other governments		15,872.85
	-to adjust balance of 2020 Delinquent taxes receivable		
16	2981 Fund balance	592.91	
	NEW :2975 Bond Reserves		592.91
	-to adjust bond reserve account to PTIF balance at year end		
17	1341 Due from other governments	2,034.09	
	3120 Prior year property taxes - delinquent		1,593.20
	3124 Fee-in-lieu of property taxes		440.89
	-to accrue property taxes April - June		
18	1341 Due from other governments	1,074.41	
	10 2981 - Fund balance		1,074.41
	3124 Fee-in-lieu of property taxes	135.52	
	3120 Prior year property taxes - delinquent	938.89	
	1341 Due from other governments		1,074.41
	-to record June PY receivable and FY20 reversal of property taxes		
19	3140 Municipal energy taxes	7,659.68	
	1341 Due from other governments		7,659.68
	3140 Municipal energy taxes	2,255.13	
	1341 Due from other governments		2,255.13
	-to record reversal of PY accrual and to reverse out accrual in account that shouldn't be accrued anymore		
20	3130 Sales tax	19,855.18	
	3135 Telecomm Tax Revenue	151.43	
	1341 Due from other governments		20,006.61
	- to reverse out accruals that shouldn't be in the revenue accounts		
21	3120 Prior year property taxes - delinquent	11,186.70	
	3124 Fee-in-lieu of property taxes	8,134.24	
	3110 Property taxes - current		6,722.20
	1341 Due from other governments		12,598.74
	record property taxes to match the confirmations		

22	5004 Admin Other	1,319.27	
	1116 Zions Bank - City Bldg Acct		1,319.27
	-to agree cash balance to statement		
23	1311 Accounts receivable	23,750.00	
	2601 Developer Performance Bonds Held		23,750.00
	-to correct negative A/R balance for cust account #12478 MISC		
24	NEW - Bad Debt Expense	12,187.32	
	NEW - Allowance for doubtful accounts		12,187.32
	-to adjust A/R allowance in General Fund		
25	1111 Key Bank (4000)	33,880.20	
	2601 Developer Performance Bonds Held		33,880.20
	-to correct recording of cash transfer as a Deer Waters performance bond.		
26	NEW - Developer Reimbursements	21,641.25	
	1311 Accounts receivable		21,641.25
	-to reverse FY18 subdivision fees no longer collectible.		
		<u>919,486.78</u>	<u>919,486.78</u>

## WATER FUND

27	2981 Retained earnings	16,566.17	
	NEW - Allowance for doubtful accounts		16,566.17
	NEW Prepaid Expense	41,102.53	
	2981 Retained earnings		41,102.53
	1640 Machinery & Equipment	10,627.00	
	1610 Water System		261,864.38
	1620 Sewer System		463,084.00
	NEW 1630 Storm Drain System		206,348.07
	1710 Acc Dpn Water System		145,543.56
	1720 AccDpn Sewer System		79,057.29
	1730 AccDpn Storm Drain System		66,666.58
	NEW AccDpn Machinery & Equipment		885.58
	2981 Retained earnings	1,212,822.46	
	2131 Accounts payable	45,000.00	
	1111 Key Bank (4000)		45,000.00
	2981 - Fund balance	1,146.92	
	NEW Wages Payable		1,146.92
	6305 Repairs and Maint - Sewer	1,200.00	
	2981 - Fund balance		1,200.00
	6350 Salaries and wages	2,200.55	
	2981 - Fund balance		2,200.55
	6240 Office expenses	331.32	
	2981 - Fund balance		331.32
	to adjust beginning retained earnings		

28	6610 Depreciation Expense	2,016.46	
	1710 Acc Dpn Water System		3,124.14
	1720 AccDpn Sewer System	3,979.71	
	1730 AccDpn Storm Drain System		1,353.89
	NEW AccDpn Machinery & Equipment		1,518.14
	-to adjust depreciation expense to depreciation schedule		
29	NEW - Construction in Progress	8,580.25	
	1610 Water System		4,290.13
	1620 Sewer System		4,290.12
	-to reclass public works building as CIP. NOTE: Also adjust on depreciation schedule		
30	1175 Undeposited receipts	2,929.04	
	1111 Key Bank (4000)		2,929.04
	-to allocate undeposited receipts from General Fund to Water Fund		
31	6405 JSSD - Sewer	3,305.55	
	6410 JSSD - Water	20,812.50	
	2131 Accounts payable		24,118.05
	-to accrue June payments to JSSD		
32	5140 Water service	7,884.00	
	2131 Accounts payable		7,884.00
	-to accrue refunds to Community Preservation Assoc.		
33	6140 - Engineering	3,777.50	
	2131 Accounts payable		3,777.50
	-to accrue T-O May engineering services		
34	6350 Salaries and wages	3,592.59	
	NEW - Wages Payable		3,592.59
	-to adjust 2020 wages payable		
35	6250 Operating expenses	3,454.18	
	1311 Accounts receivable		3,454.18
	-to agree A/R Summary with G/L due to opening balance discrepancies		
		<u>1,391,328.73</u>	<u>1,391,328.73</u>

## FUND 91 - GOVT'L FIXED ASSETS

36	1640 Machinery & Equipment	8,300.00	
	2910 Invested in Capital Assets	3,088,626.61	
	1690 Roadway Improvements		1,927,979.47
	1720 AccDpn Buildings		8,063.48
	1740 AccDpn Machinery & Equipment		36,582.08
	1790 AccDpn Roadway Improvements		1,124,301.58
	-to adjust balances to depreciation schedule		
		<u>3,096,926.61</u>	<u>3,096,926.61</u>



**FUND 95 - GENERAL LONG-TERM DEBT**

37	2599 General L-t debt offset	3,448.00	
	NEW - Compensated Absences		3,448.00
	-to adjust compensated absences liability to maximum carryover		
38	2599 General L-t debt offset	4,137.58	
	NEW - 2015 Chevy Lease		4,137.58
	-to record balance of lease as of 6/30/2020.		
39	2501.2 2013 Town Hall Bond Repaid	14,000.00	
	2599 General L-t debt offset		14,000.00
	-to record 2020 principal payment in General L-t debt fund		
		<u>21,585.58</u>	<u>21,585.58</u>

**HIDEOUT TOWN  
BASIC FINANCIAL STATEMENTS AND  
REQUIRED SUPPLEMENTARY INFORMATION  
WITH INDEPENDENT AUDITOR'S REPORTS  
YEAR ENDED JUNE 30, 2020**

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## INDEPENDENT AUDITOR'S REPORT

To the Mayor and City Council of  
Hideout Town

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of Hideout Town, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise Hideout Town's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of Hideout Town, as of June 30, 2020, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters*****Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the budgetary comparison information on pages 3-7 and 33-34 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated April 1, 2021, on our consideration of Hideout Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Hideout Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Hideout Town's internal control over financial reporting and compliance.

*Child, Richards CPAs & Advisors*

Ogden, Utah  
April 1, 2021

# **MANAGEMENT'S DISCUSSION AND ANALYSIS**

# HIDEOUT TOWN MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDING JUNE 30, 2020

## INTRODUCTION

The following is a discussion and analysis of Hideout Town's financial performance and activities for the fiscal year ending June 30, 2020.

## HIGHLIGHTS

Net position of the Town increased by \$23,919. Of this amount, business-type activities increased by \$250,035 and governmental activities decreased by \$226,116.

The assets of Hideout Town exceeded its liabilities and deferred inflows of resources at the end of the current fiscal year by \$12,088,051 (net position). Of this amount, \$1,208,976 (unrestricted net position) is available to meet ongoing obligations to citizens and creditors.

The Town's governmental funds reported a combined ending fund balance of \$373,682, an increase of \$103,195 compared to the prior years' ending amount. Of the combined total fund balance, \$344,966 is available for spending at the discretion of the Town (unrestricted and unassigned fund balance).

The unrestricted and unassigned fund balance of the General Fund at June 30, 2020, totaling \$344,966, is 37% of the General Fund total revenues for the year. The General Fund has \$28,716 of fund balance restricted for specific purposes that will be carried over into the following fiscal year.

## OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is an introduction to the Town's Basic Financial Statements. The Basic Financial Statements includes three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

The government-wide financial statements are comprised of the Statement of Net Position and the Statement of Activities. These two statements provide a broad overview of the Town's finances. The Statement of Net Position shows the overall net position of the Town. Increases and decreases in net position are one indicator of the Town's overall financial condition. The Statement of Activities helps to identify functions of the Town that are principally supported by taxes and other general revenues (governmental activities) along with other functions that are intended to recover all or most of their costs through user fees and charges (business-type activities). Hideout Town's business type activities are water.

The fund financial statements provide detailed information about individual major funds and not the Town as a whole. A fund is a group of related accounts that the Town uses to keep track of specific resources that are segregated for a specific purpose. Some funds are required by law to exist, while others are established internally to maintain control over a particular activity. All of the Town's funds are divided into two types. The two types are Governmental Funds and Proprietary Funds.

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**HIDEOUT TOWN  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDING JUNE 30, 2020**

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Hideout Town maintains one individual governmental fund. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund.

Hideout Town adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget.

Hideout Town has one Proprietary Fund. The Enterprise Funds may be used to report any activity for which a fee is charged to external users for goods or services. The Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements.

There are several differences between Government-Wide and Fund Statements. Capital assets and long-term debt are included on the government-wide statements, but are not reported on the governmental fund statements. Capital outlays result in capital assets on the government-wide statements, but are expenditures on the governmental fund statements.

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# HIDEOUT TOWN MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDING JUNE 30, 2020

## FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

### Net Position

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

	Governmental Activities		Business-type Activities		Total	
	June 30	June 30	June 30	June 30	June 30	June 30
	2020	2019	2020	2019	2020	2019
Cash	\$ 930,928	\$ 671,690	\$ 509,950	\$ 443,445	\$ 1,440,878	\$ 1,115,135
Other assets	326,112	335,499	412,182	297,806	738,294	633,305
Capital assets	7,321,510	7,678,090	3,975,849	4,159,319	11,297,359	11,837,409
Deferred outflows of resources	-	-	-	-	-	-
Total assets and deferred outflows	8,578,550	8,685,279	4,897,981	4,900,570	13,476,531	13,585,849
Noncurrent liabilities	454,934	482,203	-	-	454,934	482,203
Other liabilities	735,263	588,648	50,188	302,812	785,451	891,460
Total liabilities	1,190,197	1,070,851	50,188	302,812	1,240,385	1,373,663
Deferred inflows of resources	148,095	148,054	-	-	148,095	148,054
Total liabilities and deferred inflows	1,338,292	1,218,905	50,188	302,812	1,388,480	1,521,717
Net position:						
Net investment in capital assets	6,874,510	7,217,090	3,975,849	4,159,319	10,850,359	11,376,409
Restricted	28,716	28,123	-	-	28,716	28,123
Unrestricted	337,032	221,161	871,944	438,439	1,208,976	659,600
Total net position	<u>\$ 7,240,258</u>	<u>\$ 7,466,374</u>	<u>\$ 4,847,793</u>	<u>\$ 4,597,758</u>	<u>\$ 12,088,051</u>	<u>\$ 12,064,132</u>

The largest component of the Town's net position, 89.8%, reflects investments in capital assets (land, buildings, equipment, and infrastructure) less all outstanding debt that was issued to buy or build those assets. As capital assets, these resources are not available for future spending, nor can they all be readily liquidated to pay off the related liabilities.

Restricted net position comprises less than 1% of the total net position and is subject to external restrictions on how they may be used. The remaining 10% of net position is unrestricted and may be used at the Town's discretion to meet its ongoing obligations to citizens and creditors.

# HIDEOUT TOWN MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDING JUNE 30, 2020

## Changes in Net Position

	Governmental Activities		Business-type Activities		Total	
	June 30	June 30	June 30	June 30	June 30	June 30
	2020	2019	2020	2019	2020	2019
Revenues:						
Program revenues:						
Charges for services	\$ 489,945	\$ 300,298	\$ 1,074,127	\$ 515,386	\$ 1,564,072	\$ 815,684
Operating grants and contributions	77,896	56,657	-	-	77,896	56,657
Capital grants and contributions	61,000	-	-	-	61,000	-
General revenues:						
Property taxes	152,129	64,745	-	-	152,129	64,745
Sales taxes	110,955	100,174	-	-	110,955	100,174
Other taxes	41,435	34,734	-	-	41,435	34,734
Interest	3,277	5,464	3,277	-	6,554	5,464
Other	1,764	6,877	-	-	1,764	6,877
Total revenues	938,401	568,949	1,077,404	515,386	2,015,805	1,084,335
Transfers In (Out)	-	-	-	-	-	-
Total revenues and transfers	938,401	568,949	1,077,404	515,386	2,015,805	1,084,335
Expenses:						
General government	646,541	566,194	-	-	646,541	566,194
Public safety	1,929	1,604	-	-	1,929	1,604
Highways and public improvements	500,522	446,370	-	-	500,522	446,370
Parks and recreation	4,000	4,943	-	-	4,000	4,943
Interest	11,525	20,554	-	-	11,525	20,554
Water	-	-	827,369	461,623	827,369	461,623
Total expenses	1,164,517	1,039,665	827,369	461,623	1,991,886	1,501,288
Change in net position	(226,116)	(470,716)	250,035	53,763	23,919	(416,953)
Net position-beginning	7,466,374	7,937,090	4,597,758	4,543,995	12,064,132	12,481,085
Net position-ending	\$ 7,240,258	\$ 7,466,374	\$ 4,847,793	\$ 4,597,758	\$ 12,088,051	\$ 12,064,132

### Governmental Activities

The activities in the governmental funds resulted in a decrease in net position of \$226,116 for the year.

### Business-Type Activities

The business-type activities increased net position by \$250,035. The Enterprise Fund is generating sufficient operating revenue to cover operating costs with a small surplus.

# **HIDEOUT TOWN MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDING JUNE 30, 2020**

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## **Capital Assets**

Hideout Town added \$11,160 in new capital assets in governmental activities and \$8,580 in business-type activities during the fiscal year. This consisted of new machinery and equipment purchases and construction in progress for the Public Works building.

## **Fund Balances**

The fund balance in the General Fund increased by \$103,195. The Net Position in the Enterprise Funds increased by \$250,035.

## **General Fund Budgets**

Hideout Town prepares its budget according to state statutes. The General Fund Budget was adjusted during the year.

Actual General Fund revenues before other financing sources were \$86,476 above the original budget and \$111,476 above the final adjusted budget. Actual General Fund expenditures before transfers were \$16,781 above the original budget and \$49,719 below the final adjusted budget.

## **ADDITIONAL INFORMATION**

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of Hideout Town's finances and to demonstrate the Town's accountability for the money it receives. Questions concerning any of the information provided in this report or any other matters related to the Town's finances should be addressed to Hideout Town, 10860 No. Hideout Trail, Hideout, Utah 84036.

# BASIC FINANCIAL STATEMENTS

**HIDEOUT TOWN**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2020**

Item # 1.

	Primary Government		
	Governmental	Business-type	Total
	Activities	Activities	
<b>ASSETS</b>			
Cash and cash equivalents	\$ 902,212	\$ 509,950	\$ 1,412,162
Restricted cash	28,716	-	28,716
Accounts receivable	147,921	371,079	519,000
Due from other governmental units	171,779	-	171,779
Prepaid expenses	6,412	41,103	47,515
Capital assets (net of accumulated depreciation):			
Land	50,000	-	50,000
Construction in progress	2,860	8,580	11,440
Buildings	443,492	-	443,492
Water system	-	1,576,512	1,576,512
Sewer system	-	1,392,035	1,392,035
Storm drain system	-	990,499	990,499
Roadway improvements	6,772,453	-	6,772,453
Machinery & equipment	52,705	8,223	60,928
TOTAL ASSETS	8,578,550	4,897,981	13,476,531
Deferred outflows of resources - pensions	-	-	-
TOTAL ASSETS AND DEFERRED OUTFLOWS	8,578,550	4,897,981	13,476,531
<b>LIABILITIES</b>			
Accounts payable	50,383	35,866	86,249
Accrued liabilities	15,386	4,739	20,125
Deposits	669,494	9,583	679,077
Non-current liabilities:			
Due within one year	19,136	-	19,136
Due in more than one year	435,798	-	435,798
TOTAL LIABILITIES	1,190,197	50,188	1,240,385
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue - property taxes	132,354	-	132,354
Unavailable revenue - CARES act funds	15,741	-	15,741
Deferred inflows of resources related to pensions	-	-	-
TOTAL DEFERRED INFLOWS OF RESOURCES	148,095	-	148,095
<b>NET POSITION</b>			
Net investment in capital assets	6,874,510	3,975,849	10,850,359
Restricted for:			
Bond reserves	28,716	-	28,716
Unrestricted	337,032	871,944	1,208,976
TOTAL NET POSITION	\$ 7,240,258	\$ 4,847,793	\$ 12,088,051

The accompanying notes are an integral part of these statements.

**HIDEOUT TOWN**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2020**

					Net (Expense) Revenue and Changes in Net Position Primary Government		
		Program Revenues					
			Operating	Capital			
FUNCTIONS/PROGRAMS	Expenses	Charges for	Grants and	Grants and	Governmental	Business-type	
PRIMARY GOVERNMENT:		Services	Contributions	Contributions	Activities	Activities	Total
Governmental activities:							
General government	\$ 646,541	\$ 489,945	\$ -	\$ 61,000	\$ (95,596)	\$ -	\$ (95,596)
Public safety	1,929	-	-	-	(1,929)	-	(1,929)
Highways and improvements	500,522	-	77,896	-	(422,626)	-	(422,626)
Parks and recreation	4,000	-	-	-	(4,000)	-	(4,000)
Interest	11,525	-	-	-	(11,525)	-	(11,525)
Total governmental activities	1,164,517	489,945	77,896	61,000	(535,676)	-	(535,676)
Business-type activities:							
Water	827,369	1,074,127	-	-	-	246,758	246,758
Total business-type activities	827,369	1,074,127	-	-	-	246,758	246,758
Total primary government	\$ 1,991,886	\$ 1,564,072	\$ 77,896	61,000	(535,676)	246,758	(288,918)
General revenues:							
Property taxes					152,129	-	152,129
Sales taxes					110,955	-	110,955
Fees-in-lieu of taxes					2,876	-	2,876
Franchise taxes					38,559	-	38,559
Miscellaneous					1,764	-	1,764
Gain (loss) on sale of asset					-	-	-
Interest earnings					3,277	3,277	6,554
Total general revenues and transfers					309,560	3,277	312,837
Change in net position					(226,116)	250,035	23,919
Net position - beginning					7,466,374	4,597,758	12,064,132
Net position - ending					\$ 7,240,258	\$ 4,847,793	\$ 12,088,051

The accompanying notes are an integral part of these statements.

**HIDEOUT TOWN  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2020**

	<b>General Fund</b>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 902,212
Restricted cash	28,716
Prepaid expenses	6,412
Accounts receivable	147,921
Due from other governmental units	171,779
Total assets	<u>\$ 1,257,040</u>
<b>LIABILITIES</b>	
Accounts payable	\$ 50,383
Accrued liabilities	15,386
Customer deposits	669,494
Total liabilities	<u>735,263</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unavailable revenue - CARES act funds	15,741
Unavailable revenue - property taxes	132,354
Total deferred inflows of resources	<u>148,095</u>
<b>FUND BALANCES</b>	
Nonspendable:	
Prepays	-
Restricted for:	
Class C roads	-
Bond reserves	28,716
Unassigned	344,966
Total fund balances	<u>373,682</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 1,257,040</u>

The accompanying notes are an integral part of these statements.

**HIDEOUT TOWN**  
**RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF NET POSITION**  
**JUNE 30, 2020**

Item # 1.

Total fund balances - governmental funds: \$ 373,682

Amounts reported for governmental activities in the Statement of  
Net Position is different because:

Capital assets used in governmental activities are not  
financial resources and, therefore, are not reported in the  
funds.

Land	\$ 50,000	
Construction in progress	2,860	
Infrastructure	10,004,312	
Buildings	483,809	
Machinery and equipment	214,616	
Accumulated depreciation	<u>(3,434,087)</u>	7,321,510

Net pension assets used in governmental activities are not financial resources  
and , therefore, are not reported in the funds. -

Deferred outflows of resources, a consumption of net position that applies to future  
periods, is not shown in the fund statements. -

Deferred inflows of resources, a use of net position that applies to future periods,  
is not shown in the fund statements. -

Long-term liabilities, including compensated absences are not  
due and payable in the current period and therefore are not  
reported in the governmental funds, but they are reported in  
the Statement of Net Position.

Net pension liability	-	
Building bond	(447,000)	
Lease financing	(4,136)	
Compensated absences	<u>(3,798)</u>	(454,934)

Net position of governmental activities	<u>\$ 7,240,258</u>
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The accompanying notes are an integral part of these statements.



**HIDEOUT TOWN**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

<b>REVENUES</b>	<b>General Fund</b>
Taxes	
Property taxes	\$ 152,129
Sales taxes	110,955
Fees-in-lieu of taxes	2,876
Franchise taxes	38,559
Licenses and permits	356,156
Charges for services	127,071
Intergovernmental	77,896
Fines and forfeitures	6,718
Miscellaneous revenue	5,041
Total revenues	<u>877,401</u>
<b>EXPENDITURES</b>	
Current	
General government	640,222
Public safety	1,929
Highways and public improvements	152,370
Parks and recreation	4,000
Capital outlay	
General government	8,300
Public safety	-
Highways and public improvements	2,860
Parks and recreation	-
Debt service	
General government	
Principal	14,000
Interest	11,525
Total expenditures	<u>835,206</u>
Excess (deficiency) of revenues over expenditures	<u>42,195</u>
<b>Other financing sources (uses)</b>	
Transfers in	-
Transfers out	-
Contribution from developer	61,000
Total other financing sources and uses	<u>61,000</u>
Net change in fund balances	103,195
Fund balances - beginning of year	<u>270,487</u>
Fund balances - end of year	<u><u>\$ 373,682</u></u>

The accompanying notes are an integral part of these statements.

**HIDEOUT TOWN**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2020**

Amounts reported for governmental activities in the Statement of

Activities are different because:

Net changes in fund balances - total governmental funds	\$	103,195
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Governmental funds report capital outlays as expenditures.

However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital additions exceeded depreciation in the current period.

Capital outlays	\$	11,160	
Depreciation expense		(367,740)	(356,580)

Donations of capital assets increase net position in the Statement of Activities, but do not appear in the governmental funds because they are not financial resources.

Infrastructure		-
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The Statement of Activities includes the net pension benefit (expense) from the adoption of GASB 68, which is not included in the fund financial statements.

-

The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction however, has any effect on net position. This amount is the net effect of these differences in the treatment of long term debt.

Issuance of debt		-
Repayment of debt		25,875

The governmental funds report the proceeds from the sale of assets as revenues, while the government-wide financial statements report the difference between the sale proceeds and the net book value of the assets sold as a gain or loss.

Net book value of assets sold		-
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Some expenses reported in the Statement of Activities do not require use of current financial resources and therefore, are not reported as expenditures in governmental funds.

1,394

Change in net position of governmental activities	\$	(226,116)
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**HIDEOUT TOWN  
STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
JUNE 30, 2020**

	<b>Business-Type Activities - Enterprise Funds</b>
	<b>Water</b>
<b>ASSETS AND DEFERRED OUTFLOWS</b>	
Current assets:	
Cash and cash equivalents	\$ 509,950
Accounts receivable	371,079
Prepaid expense	41,103
Total current assets	922,132
Noncurrent assets:	
Restricted cash and cash equivalents	-
Construction in progress	8,580
Water system	2,239,051
Sewer system	1,954,515
Storm drain system	1,522,398
Machinery & equipment	10,627
Less: accumulated depreciation	(1,759,322)
Total noncurrent assets	3,975,849
Total assets	4,897,981
Deferred outflows of resources - pension	-
Total assets and deferred outflows of resources	4,897,981
<b>LIABILITIES AND DEFERRED INFLOWS</b>	
Current liabilities:	
Accounts payable	35,866
Accrued liabilities	4,739
Customer deposits	9,583
Total current liabilities	50,188
Noncurrent liabilities:	
Net pension liability	-
Total noncurrent liabilities	-
Deferred inflows of resources - pension	-
Total liabilities and deferred inflows of resources	50,188
<b>NET POSITION</b>	
Net investment in capital assets	3,975,849
Unrestricted	871,944
Total net position	\$ 4,847,793

**HIDEOUT TOWN**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION**  
**PROPRIETARY FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<b>Business-Type Activities - Enterprise Funds</b>
	<b>Water</b>
<b>OPERATING REVENUE</b>	
Charges for service	\$ 1,073,122
Other	1,005
Total operating revenue	1,074,127
<b>OPERATING EXPENSES</b>	
Software and technology	600
Water expense	242,469
Sewer fees	40,609
Water reservation fees	55,332
Professional fees	45,779
Repairs and maintenance	49,929
Meters	11,632
Salaries and wages	151,538
Depreciation	192,050
Other expenses	37,431
Total operating expenses	827,369
Operating income (loss)	246,758
<b>NONOPERATING REVENUE (EXPENSES)</b>	
Transfers in	-
Interest revenue	3,277
Total nonoperating revenue	3,277
Income (loss) before contributions	250,035
Capital contributions	-
Change in net position	250,035
Net position - beginning	4,597,758
Net position - ending	\$ 4,847,793

The accompanying notes are an integral part of these statements.

**HIDEOUT TOWN  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2020**

Item # 1.

	<b>Business-Type Activities - Enterprise Funds</b>
	<b>Water</b>
<b>Cash Flows From Operating Activities</b>	
Receipts from customers	\$ 961,834
Payments to employees	(147,946)
Payments to suppliers	(742,080)
Net cash from operating activities	<u>71,808</u>
<b>Cash Flows From Noncapital Financing Activities</b>	
Transfers in/out	-
Interfund loan activities	-
Net cash from noncapital financing activities	<u>-</u>
<b>Cash Flows From Capital and Related Financing Activities</b>	
Purchases of capital assets	(8,580)
Proceeds from sale of assets	-
Net cash from capital and related financing	<u>(8,580)</u>
<b>Cash Flows From Investing Activities</b>	
Interest and dividends received	3,277
Net cash from investing activities	<u>3,277</u>
Net increase (decrease in cash and cash equivalents)	66,505
Cash and cash equivalents, July 1	443,445
Cash and cash equivalents, June 30	<u><u>\$ 509,950</u></u>
<b>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities:</b>	
Operating income (loss)	\$ 246,758
Adjustments to reconcile operating income to net cash provided (used) by operating activities:	
Depreciation expense	192,050
(Increase) decrease in accounts receivable	(114,376)
(Increase) decrease in prepaid expense	-
Increase (decrease) in accounts payable	(258,299)
Increase (decrease) in accrued liabilities	3,592
Increase (decrease) in customer deposits	2,083
Total adjustments	<u>(174,950)</u>
Net cash provided (used) by operating activities	<u><u>\$ 71,808</u></u>
<b>Noncash Investing, Capital and Financing Activities:</b>	
Contributed capital assets from developers	<u><u>\$ -</u></u>

The accompanying notes are an integral part of these statements.

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Hideout Town, Utah conform in all material respects to generally accepted accounting principles (GAAP) as applicable to governments. The Town has adopted the provisions of the Governmental Accounting Standards Board (GASB). Preparation of the financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements.

The following is a summary of the more significant policies and is presented to assist the reader in interpreting the financial statements and other data in this report. These policies, as presented, should be viewed as an integral part of the accompanying financial statements.

**A. Reporting Entity**

The Town of Hideout (the Town) was incorporated in 2008 under the laws of the state of Utah. The Town operates by ordinance under the Mayor-Council form of government and provides the following services as authorized by its charter: public safety (police), highway and streets, sanitation, recreation, public improvements, planning and zoning, and general administration. In addition, the Town owns and operates water utilities.

The criteria set forth by generally accepted accounting principles (GAAP) was used to determine which entities to include in this report. GASB Concepts Statement-1 (Objectives of Financial Reporting) concludes that the basic foundation for governmental financial reporting is accountability. The Concepts Statement asserts that accountability requires governments to answer to the citizenry - to justify the raising of public resources and the purposes for which they are used. In turn, the concept of accountability becomes the basis for defining the financial reporting entity.

In defining the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth by the Governmental Accounting Standards board (GASB). Under GASB Statement No. 61, The Financial Reporting Entity, the financial reporting entity consists of the primary government and no component units.

**B. Government-wide and Fund Financial Statements**

The Town's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The Town has adopted GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance*. Accordingly, the Town has elected to apply all applicable GASB pronouncements and codified accounting standards issued by GASB. The more significant accounting policies established in GAAP and used by the Town are discussed below.

The Town's basic financial statements consist of both government-wide statements and fund statements. The government-wide statements focus on the Town as a whole, while the fund statements focus on individual funds.

***Government-wide Financial Statements***

The government-wide statements present information on all non-fiduciary activities of the primary government. Primary government activities are distinguished between *governmental* and *business-type* activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The *Statement of Net Position* presents the Town's non-fiduciary assets and liabilities, with the difference reported as net position. Net position are restricted when constraints placed upon them are either externally imposed or are

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**B. Government-wide and Fund Financial Statements (Continued)**

imposed by constitutional provisions or enabling legislation. The *Statement of Activities* demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable within a specific function. The Town does not allocate general government (indirect) expenses to other functions. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other revenues not meeting the definition of program revenues are reported as general revenues.

**Fund Financial Statements**

The financial transactions of the Town are recorded in individual funds. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is used to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. Statements are provided for *governmental funds* and for *proprietary funds*. For governmental and proprietary funds, the emphasis is on *major funds*, with each displayed in a separate column.

The Town reports the following major governmental funds:

**General Fund -** This fund is the principal operating fund of the Town. It is used to account for all financial resources not required to be accounted for in another fund.

The Town reports the following major proprietary funds:

**Water Fund -** The water fund is used to account for operations of the water system, (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

**C. Measurement Focus and Basis of Accounting**

The government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when the related liability is incurred, regardless of the timing of the cash flows. Taxes and fees are recognized in the year in which the related sales or other activity has occurred. Grants and similar items are recognized as revenue when all eligibility requirements have been met.

The governmental fund financial statements are prepared and reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Expenditures are generally recorded when the related liability is incurred.

Proprietary funds separate operating and non-operating revenues and expenses. Operating revenues and expenses normally arise from providing goods and services in connection with the fund's normal ongoing operations. The

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Measurement Focus and Basis of Accounting (Continued)**

principal sources of operating revenues for the proprietary funds are charges to customers for goods and services. Operating expenses include the cost of sales and services, administrative overhead expenses and depreciation on capital assets. All other revenues or expenses are recorded as non-operating.

**D. Assets, Liabilities, and Fund Balances/Net Position**

The following are the Town's significant policies regarding recognition and reporting of certain assets, liabilities, and equity.

***Pooled Cash and Temporary Investments***

Unrestricted and restricted cash balances of both funds are combined to form a pool of cash which is managed by the Town Treasurer. Utah State Statutes allow for investments in the Utah Public Treasurer's Investment Fund and Utah Money Management Act (UMMA) approved financial institutions. The UMMA provides for a committee to evaluate financial institutions and provide a list of those qualified as depositories for public funds, including the amount they are authorized to maintain over and above insured amounts. The Town Treasurer invests unrestricted and restricted cash with the Utah Public Treasurer's Investment Fund and with local financial institutions. Investments in the pooled cash fund consist primarily of certificates of deposit, repurchase agreements, and time deposits and are carried at cost which approximates market value. Interest income earned as a result of pooling is distributed to the appropriate funds based on month end balances of cash. The Town considers all highly liquid investments to be cash equivalents if they have a maturity of three months or less when purchased.

***Inventories***

No significant inventories are maintained by the Town; therefore, none are reflected in these statements.

***Restricted Assets***

Certain resources set aside as reserves in accordance with council resolutions and State statutes are classified as restricted assets on the balance sheet because their use is limited.

***Capital Assets***

General capital assets are not capitalized in the governmental funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures.

Capital assets are reported in the governmental column in the government-wide financial statements. All purchased fixed assets are valued at cost or estimated historical cost. Donated fixed assets are valued at their estimated fair market value on the date received. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable. Capital assets are defined as assets with an initial, individual cost of more than \$5,000.

Infrastructure capital assets which are newly constructed are capitalized. The Town currently has infrastructure assets recorded.



**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Assets, Liabilities, and Fund Balances/Net Position (Continued)**

***Capital Assets (Continued)***

Depreciation of all exhaustible capital assets is charged as an expense in the related program. Accumulated depreciation is reported on the Statement of Net Position. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Buildings & Improvements	60 years
Water System & Equipment	30 years
Machinery & Equipment	7-10 years
Infrastructure	30 years

***Deferred Outflows of Resources***

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period(s) and thus, will not be recognized as an outflow of resources (expense/expenditure) until then. The Town does not have an item that qualifies for reporting in this category.

***Deferred Inflows of Resources***

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Town has only one type of item reported under this category. Unavailable revenue-property taxes are reported as deferred inflows of resources since they are recognized as receivables before the period for which the taxes are levied. These amounts are reported in both the government-wide statements and the governmental fund statements.

***Long-term Obligations***

In the government-wide statements, long-term debt obligations are reported as liabilities. The face amount of debt issued is reported as other financing sources in the governmental fund financial statements.

***Equity***

**Fund financial statements**

In February 2009, GASB issued Statement No. 54 on Fund Balance Reporting and Governmental Fund Type Definitions. The statement is effective for years beginning after June 15, 2010. The statement applies only to governmental fund financial statements and not to government-wide statements or proprietary fund statements. Proprietary fund equity is classified the same as in the government-wide statements. The governmental fund balances may be classified as follows:

- a. Non-spendable - Fund balances that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Assets, Liabilities, and Fund Balances/Net Position (Continued)**

*Equity, continued*

- b. Restricted fund balance - Fund balances are reported as restricted when they are constrained by externally imposed legal restrictions, by law through constitutional provision or enabling legislation, or restrictions set by creditors, grantors, or contributors.
- c. Committed fund balance - Fund balances are reported as committed when the Council formally designates the use of resources by ordinance or resolution for a specific purpose and cannot be used for any other purpose unless the Town Council likewise formally changes the use.
- d. Assigned fund balance - Fund balances are reported as assigned when the Town Council or Management intends to use funds for a specific purpose. Normally funds are assigned by the appropriation process of setting the budget. Additionally, funds in special revenue, debt service, and capital project funds are by their nature assigned to the purpose of those respective funds.
- e. Unassigned fund balance - Fund balances in the general fund are reported as unassigned when they are neither restricted, committed, nor assigned. They may be used for any governmental purpose.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Town considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Town considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed unless Town Council has provided otherwise in its commitment or assignment actions.

Government-wide statements:

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets - Consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

It is Town's policy to first apply restricted resources when the expense is incurred for purposes for which both restricted and unrestricted net position are available.

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**E. Revenues and Expenditures**

The following are the Town's significant policies related to recognition and reporting of certain revenues, expenditures, and interfund activity.

*Revenue Availability*

Under the modified accrual basis of accounting, revenues are considered to be "available" when they are collected within the current period or expected to be collected soon enough thereafter to pay liabilities of the current period. The Town considers property tax revenues to be available if they are collected within 60 days after the end of the current year. Grants and similar items are recognized as revenue when all eligibility requirements have been met. All other revenues are considered to be available if they are collected within 60 days after year-end.

Statement of Governmental Accounting Standards (SGAS) No. 33, *Accounting and Financial Reporting for Non-exchange Transactions*, defines a non-exchange transaction as one in which "a government either gives value to another party without directly receiving equal value in exchange or receives value from another party without directly giving equal value in exchange." For property taxes, at January 1 of each year (the assessment date), the Town has the legal right to collect the taxes, and in accordance with the provisions of the new statement, has now recorded a receivable and a corresponding deferred inflows or resources for the assessed amount of those property taxes as of January 1 of the current year.

*Expenditure Recognition*

In governmental funds, expenditures are generally recorded when the related liability is incurred. However, debt service expenditures, as well as expenditures related to claims and judgments, are recorded only when payment is due. Capital asset acquisitions are reported as expenditures, and proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources.

**F. Budgets and Budgetary Accounting**

Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for all governmental funds. All annual appropriations lapse at the fiscal year end. Encumbrance accounting is not used by the Town. Summary of Town Budget Procedures and Calendar:

1. The Town Council can amend the budget to any extent, provided the budgeted expenditures do not exceed budgeted revenues and appropriated fund balance.
2. Budgets are required by the State of Utah for both the General and Special Revenue Funds.
3. Each year the Town publishes a separate budget document prepared according to this legal level of control.
4. The Town's budget is a Financial Plan of all estimated revenues and all appropriations for expenditures. Revenues and Expenditures must balance for the funds required by the State Code as indicated in item 2 above.
5. A tentative budget is presented by the Mayor to the Town Council by the first regularly scheduled council meeting in May. The tentative budget is reviewed and tentatively adopted by the Council no later than June 22.
6. The tentative budget is a public record and is available for inspection at the Town offices for at least ten days prior to adoption of the final budget.
7. Notice of public hearing on adoption of the final budget is published seven days prior to the public hearing.
8. The public hearing on the tentatively adopted budget is held no later than June 22. Final adjustments are made to the tentative budget by the Council after the public hearing.
9. Occasionally the Town Council will exercise their option to open the budget to indicate additional financing sources that become available.
10. The final budget is adopted by ordinance before June 22 and a copy of the budget certified by the Budget Officer is filed with the State Auditor within thirty days of adoption.
11. In connection with budget adoption:

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**NOTES TO FINANCIAL STATEMENTS**  
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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**F. Budgets and Budgetary Accounting, continued**

- a. An annual tax ordinance establishing the property tax rate is adopted before June 22.
  - b. The Town Treasurer is to certify the property tax rate to the County Auditor before June 22.
12. Budgets for the General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).

**Summary of Action Required for Budget Changes:**

The Council may, by resolution, transfer unexpended appropriations from one department to another department within the same fund. The budget appropriation for any department may be reduced by resolution.

Fund budgets may be increased by resolution after a public hearing.

**G. Contributions**

Certain proprietary fund types receive contributions for aid in construction from various sources. With the adoption of GASB No. 33, these contributions that were formerly credited directly to contributed capital accounts are now reflected as non-operating revenue.

**H. Compensated Absences**

Town policy provides for vested or accumulated vacation leave. All compensated absences are accrued when incurred in the government-wide and proprietary financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

**I. Use of Estimates**

The preparation of the accompanying financial statements in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**J. Restricted Resources**

The Town's policy is to use restricted resources first to fund appropriations when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

**NOTE 2 - DEPOSITS AND INVESTMENTS**

**A. Deposits & Investments**

The Town maintains a cash and investment pool that is available for use by all funds. Cash includes amounts in demand deposits as well as time deposits. Investments are stated at cost or amortized cost, which approximates fair value. Each fund's portion of this pool is displayed as "Cash and Cash Equivalents" which also includes cash accounts that are separately held by some of the Town's funds. Deposits are not collateralized nor are they required to be by State statute.

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**NOTES TO FINANCIAL STATEMENTS**  
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**NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)**

The Town follows the requirements of the Utah Money Management Act (*Utah Code*, Section 51, Chapter 7) in handling its depository and investment transactions. This Act requires the depositing of Town funds in a “qualified depository”.

The Act defines a “qualified depository” as any financial institution whose deposits are insured by an agency of the Federal government and which has been certified by the State Commissioner of Financial Institutions as meeting the requirements of the Act and adhering to the rules of the Utah Money Management Council.

***Deposits***

***Custodial Credit Risk***

Custodial credit risk is the risk that, in the event of a bank failure, the Town deposits may not be returned to it. The Town does not have a formal deposit policy for custodial credit risk. As of June 30, 2020, \$1,277,860 of the Town’s bank balances of \$1,636,177 was uninsured and uncollateralized.

***Investments***

The State of Utah Money Management Council has the responsibility to advise the State Treasurer about investment policies, promote measures and rules that will assist in strengthening the banking and credit structure of the state, and review the rules adopted under the authority of the State of Utah Money Management Act that relate to the deposit and investment of public funds.

The Town follows the requirements of the Utah Money Management Act (*Utah Code*, Title 51, Chapter 7) in handling its depository and investment transactions. The Act requires the depositing of Town funds in a qualified depository. The Act defines a qualified depository as any financial institution whose deposits are insured by an agency of the Federal Government and which has been certified by the State Commissioner of Financial Institutions as meeting the requirements of the Act and adhering to the rules of the Utah Money Management Council.

The Money Management Act defines the types of securities authorized as appropriate investments for the Town’s funds and the conditions for making investment transactions. Investment transactions may be conducted only through qualified depositories, certified dealers, or directly with issuers of the investment securities.

Statutes authorize the Town to invest in negotiable or nonnegotiable deposits of qualified depositories and permitted negotiable depositories; repurchase and reverse repurchase agreements; commercial paper that is classified as “first tier” by two nationally recognized statistical rating organizations; bankers’ acceptances; obligations of the United States Treasury including bills, notes, and bonds; obligations, other than mortgage derivative products, issued by U.S. government sponsored enterprises (U.S. Agencies) such as the Federal Home Loan Bank System, Federal Home Loan Mortgage Corporation (Freddie Mac), and Federal National Mortgage Association (Fannie Mae); bonds, notes, and other evidence of indebtedness of political subdivisions of the State; fixed rate corporate obligations and variable rate securities rated “A” or higher, or the equivalent of “A” or higher, by two nationally recognized statistical rating organizations; shares or certificates in a money market mutual fund as defined in the Money Management Act; and the Utah State Public Treasurers’ Investment Fund.

The Utah State Treasurer’s Office operates the Public Treasurers’ Investment Fund (PTIF). The PTIF is available for investment of funds administered by any Utah public treasurer and is not registered with the SEC as an investment company. The PTIF is authorized and regulated by the Money Management Act (*Utah Code*, Title 51, Chapter 7). The Act established the Money Management Council which oversees the activities of the State

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
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Item # 1.

**NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)**

Treasurer and the PTIF and details the types of authorized investments. Deposits in the PTIF are not insured or otherwise guaranteed by the State of Utah, and participants share proportionally in any realized gains or losses on investments.

The PTIF operates and reports to participants on an amortized cost basis. The income, gains, and losses of the PTIF, net of administration fees, are allocated based upon the participant's average daily balance. The fair value of the PTIF investment pool is approximately equal to the value of the pool shares.

*Fair Value of Investments*

The Town measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

- *Level 1:* Quoted prices for identical investments in active markets;
- *Level 2:* Observable inputs other than quoted market prices; and,
- *Level 3:* Unobservable inputs.

At June 30, 2020, the Town had the following recurring fair value measurements:

	<b>Fair Value Measurements Using</b>			
	<b>Total</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
<b>Investments by fair value level</b>				
Debt securities:				
Utah Public Treasurer's Investment Fund	\$ 289,905	\$ -	\$ 289,905	\$ -
Total debt securities	\$ 289,905	\$ -	\$ 289,905	\$ -

Debt and equity securities classified in Level 1 are valued using prices quoted in active markets for those securities. Debt and equity securities classified in Level 2 are valued using the following approaches:

- U.S. Treasuries, U.S. Agencies, and Commercial Paper: quoted prices for identical securities in markets that are not active;
- Corporate and Municipal Bonds: quoted prices for similar securities in active markets;
- Money Market, Bond, and Equity Mutual Funds: published fair value per share (unit) for each fund;
- Utah Public Treasurers' Investment Fund: application of the June 30, 2020 fair value factor, as calculated by the Utah State Treasurer, to the Town's average daily balance in the Fund; and,

*Interest Rate Risk*

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Town's policy for managing its exposure to fair value loss arising from increasing interest rates is to comply with the State's Money Management Act. Section 51-7-11 of the Money Management Act requires that the remaining term to maturity of investments may not exceed the period of availability of the funds to be invested. The Act further limits the remaining term to maturity on all investments in commercial paper, bankers' acceptances, fixed rate negotiable deposits, and fixed rate corporate obligations to 270 days - 15 months or less. The Act further limits the remaining term to maturity on all investments in obligations of the United States Treasury; obligations

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
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**NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)**

issued by U.S. government sponsored enterprises; and bonds, notes, and other evidence of indebtedness of political subdivisions of the State to 5 years. In addition, variable rate negotiable deposits and variable rate securities may not have a remaining term to final maturity exceeding 3 years.

As of June 30, 2020, the Town's investments had the following maturities:

Investment Type	Fair Value	Investment Maturities (in Years)			
		Less than 1	1-5	6-10	More than 10
PTIF Investments	289,905	289,905	-	-	-
	289,905	289,905	-	-	-

*Credit Risk*

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Town's policy for reducing its exposure to credit risk is to comply with the State's Money Management Act, as previously discussed.

At June 30, 2020, the Town's investments had the following quality ratings:

Investment Type	Fair Value	Quality Ratings			
		AAA	AA	A	Unrated
PTIF Investments	289,905	-	-	-	289,905
	289,905	-	-	-	289,905

*Concentration of Credit Risk*

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The Town's policy for reducing this risk of loss is to comply with the Rules of the Money Management Council. Rule 17 of the Money Management Council limits investments in a single issuer of commercial paper and corporate obligations to 5-10% depending upon the total dollar amount held in the portfolio.

Custodial credit risk (investments) – For an investment, this is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town does not have a formal policy for custodial credit risk.

The Town's investment in the Utah Public Treasurer's Investment Fund has no custodial credit risk.

Cash on hand and on deposit:	
Cash on deposit	\$ 1,150,873
Petty cash	100
PTIF investment	289,905
Total cash and investments	<u>\$ 1,440,878</u>

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

**NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)**

Cash and investments are included in the accompanying combined statement of net position as follows:

Unrestricted Cash	\$ 1,412,162
Restricted Cash for:	
Bond reserves	28,716
Total cash and investments	<u>\$ 1,440,878</u>

**NOTE 3 – DISAGGREGATED RECEIVABLES AND PAYABLES**

The table below disaggregates the balances due from other government units and amounts reported as accounts receivable on the statement of net position under governmental activities. The receivables in the business-type activities are all due from customers for utility services provided.

<b>Governmental Activities:</b>	<b>Due from government units</b>	<b>Accounts Receivable</b>	<b>Total</b>
Receivables:			
Utah State Tax Commission	\$ 10,424	\$ -	\$ 10,424
Utah Department of Transportation	11,422	-	11,422
County - Current Property Taxes	15,583	-	15,583
Taxpayers - Unavailable Taxes	134,350	-	134,350
Business - Franchise Tax	-	2,734	2,734
Customers	-	366,004	366,004
Other Receivables	-	181,854	181,854
Gross receivables	171,779	550,592	722,371
Less: Allowance for uncollectibles	-	(31,592)	(31,592)
Net total receivables	<u>\$ 171,779</u>	<u>\$ 519,000</u>	<u>\$ 690,779</u>

	<b>Accounts Payable Due To:</b>		
	<b>Other Governments</b>	<b>Vendors</b>	<b>Total</b>
General Fund	\$ -	\$ 50,383	\$ 50,383
Water Fund	24,118	11,748	35,866
Total	<u>\$ 24,118</u>	<u>\$ 62,131</u>	<u>\$ 86,249</u>



**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

**NOTE 4 - CAPITAL ASSETS**

Capital assets activity for the year ended June 30, 2020, was as follows:

	Balance June 30, 2019	Additions	(Deletions)	Balance June 30, 2020
<b>GOVERNMENTAL ACTIVITIES</b>				
Nondepreciated Assets				
Land	\$ 50,000	\$ -	\$ -	\$ 50,000
Construction in progress	-	2,860	-	2,860
Total nondepreciated assets	50,000	2,860	-	52,860
Depreciated Assets				
Infrastructure	10,004,312	-	-	10,004,312
Improvements	-	-	-	-
Buildings	483,809	-	-	483,809
Machinery and equipment	206,316	8,300	-	214,616
Total depreciated assets	10,694,437	8,300	-	10,702,737
Less accumulated depreciation				
Infrastructure	(2,898,383)	(333,477)	-	(3,231,860)
Improvements	-	-	-	-
Buildings	(32,253)	(8,063)	-	(40,316)
Machinery and equipment	(135,711)	(26,200)	-	(161,911)
Total accumulated depreciation	(3,066,347)	(367,740)	-	(3,434,087)
Net assets depreciated	7,628,090	(359,440)	-	7,268,650
Governmental activities capital assets, net	\$ 7,678,090	\$ (356,580)	\$ -	\$ 7,321,510

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2020**

Item # 1.

**NOTE 4 - CAPITAL ASSETS (CONTINUED)**

<b>BUSINESS-TYPE ACTIVITIES</b>	Balance June 30, 2019	Additions	(Deletions)	Balance June 30, 2020
Nondepreciated Assets				
Construction in progress	\$ -	\$ 8,580	\$ -	\$ 8,580
	-	8,580	-	8,580
Depreciated Assets				
Water system	2,239,051	-	-	2,239,051
Sewer system	1,954,515	-	-	1,954,515
Storm drain system	1,522,398	-	-	1,522,398
Machinery & equipment	10,627	-	-	10,627
Total depreciated assets	5,726,591	-	-	5,726,591
Less accumulated depreciation				
Water system	(587,904)	(74,635)	-	(662,539)
Sewer system	(497,330)	(65,150)	-	(562,480)
Storm drain system	(481,152)	(50,747)	-	(531,899)
Machinery & equipment	(886)	(1,518)	-	(2,404)
Total	(979,368)	(192,050)	-	(1,759,322)
Net assets depreciated	4,747,223	(192,050)	-	3,967,269
Business-type activities capital assets, net	\$ 4,747,223	\$ (183,470)	\$ -	\$ 3,975,849

**DEPRECIATION EXPENSE**

	Governmental Types	Business Types	Totals
General Government	\$ 8,063	\$ -	\$ 8,063
Public Safety	-	-	-
Highways & Improvements	359,677	-	359,677
Parks & Recreation	-	-	-
Water System	-	76,153	76,153
Sewer System	-	65,150	65,150
Storm Drain System	-	50,747	50,747
Total	\$ 367,740	\$ 192,050	\$ 559,790

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
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**NOTE 5 - LONG-TERM DEBT**

Long-term liability activity for the year ended June 30, 2020, was as follows:

Description	Interest Rate	Outstanding 6/30/2019	Additions	Payments	Outstanding 6/30/2020	Current Portion
<b>GOVERNMENTAL ACTIVITIES</b>						
Building bond	2.5%	\$ 461,000	\$ -	\$ (14,000)	\$ 447,000	\$ 15,000
Capital Lease		16,011	-	(11,875)	4,136	4,136
Compensated Absences	N/A	5,192	-	(1,394)	3,798	-
<b>TOTAL GOVERNMENTAL</b>		<u>\$ 109,480</u>	<u>\$ -</u>	<u>\$ (27,269)</u>	<u>\$ 454,934</u>	<u>\$ 19,136</u>

**Lease Revenue Bonds, Series 2011** - On November 15, 2011, the Town Council authorized the issuance of interest-bearing revenue bonds in the amount of \$540,000. The purpose of the bond issue was to defray a portion of the cost of the town hall project. As of June 30, 2020, \$540,000 had been issued and \$447,000 is outstanding. The bonds have an interest rate which is set at 2.50%. The annual requirement to amortize this debt is as follows:

Year	Principal	Interest	Total
2021	15,000	11,175	26,175
2022	15,000	10,800	25,800
2023	15,000	10,425	25,425
2024	16,000	10,050	26,050
2025	16,000	9,650	25,650
2025-2029	87,000	41,975	128,975
2030-2034	99,000	30,550	129,550
2035-2039	111,000	17,575	128,575
2040-2043	73,000	3,650	76,650
	<u>\$ 447,000</u>	<u>\$ 145,850</u>	<u>\$ 592,850</u>

**Capital Lease** - The Town entered a lease-to-own agreement on October 12, 2015 for a 2015 Chevrolet Silverado. The Town paid \$0 up front. The following is a summary of the future minimum payments for the year ended June 30:

Year	Principal	Interest	Total
2021	4,136	59	4,195
	<u>\$ 4,136</u>	<u>\$ 59</u>	<u>\$ 4,195</u>

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
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**NOTE 6 – BOND RESOLUTION COMPLIANCE**

**Series 2011 Lease Revenue Bonds**

The Series 2000 Sewer Revenue Bonds issuance provides for the establishment of the following funds:

1. Beginning October 1, 2012, and on the first day of each subsequent month, the Town is required to reserve \$365 until such time as the aggregate reserve equals \$26,250. This Reserve Account shall be used to fund the lease revenue bond redemption fund in the event it is in a deficit position. The balance in this account at June 30, 2020 was \$28,716.

**NOTE 7 - RISK MANAGEMENT**

Hideout Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The Town maintains comprehensive insurance coverage in aggregate amounts sufficient to protect against all reasonably foreseeable liability risks. Specific liability policies purchased include automobile, general liability, property, bond (employee dishonesty), treasurer, public officials and officers, excess liability, and workman's compensation. As of June 30, 2020, there is no anticipation of unpaid claims. Therefore, a liability is not accrued.

**NOTE 8 - AMOUNT TO BE PROVIDED FOR COMPENSATED ABSENCES**

The accumulated unpaid vacation time which would be paid if employees terminated employment June 30, 2020 was \$3,798.

**NOTE 9 - PROPERTY TAX CALENDAR**

Lien date	Jan. 1
Taxing entity notifies the county of date, time, and place of public hearing	Mar. 1
Budget officer of the entity prepares and files with the Town Council a tentative budget for the next fiscal year	1 <sup>st</sup> scheduled council meeting in May
County auditor sends valuation certified tax rate and levy worksheets to each taxing entity	Jun. 8
Taxing entity must adopt a proposed tax rate, certify the rate and levy, and submit to the county auditor	Before Jun. 22
Taxing entity adopts a final tax rate if there is no increase in certified tax rate	Jun.22
Taxing entity adopts final budget if there is no increase in certified tax rate	Jun. 22
Copy of the budget is submitted to state auditor within 30 days of adoption Payment and delinquency date	Nov. 30

**HIDEOUT TOWN**  
**NOTES TO FINANCIAL STATEMENTS**  
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**NOTE 10 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

The Town is required to keep actual expenditures below budget appropriations by fund. For the year ended June 30, 2020 expenditures in the General Government Department exceeded appropriations by \$20,722; however, the Town was under budget in the General Fund in total by \$49,719. Expenses in the Water fund exceed budgeted amounts by \$83,622.

The Town is also required to maintain positive fund balances in each fund and has complied with this requirement.

**NOTE 11 - SUBSEQUENT EVENTS**

No significant subsequent events have occurred since the date of the financial statements through April 1, 2021, which is the financial statement issuance date.

# **REQUIRED SUPPLEMENTARY INFORMATION**

**HIDEOUT TOWN**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES TO FUND BALANCES -**  
**BUDGET AND ACTUAL**  
**GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
	<b>Original</b>	<b>Final</b>		
<b>REVENUES</b>				
Taxes:				
Property taxes	\$ 122,525	\$ 127,525	\$ 152,129	\$ 24,604
Sales taxes	96,000	116,000	110,955	(5,045)
Fees-in-lieu of taxes	1,000	1,000	2,876	1,876
Franchise taxes	40,500	40,500	38,559	(1,941)
Licenses and permits	430,400	430,400	356,156	(74,244)
Fines and forfeitures	1,000	1,000	6,718	5,718
Charges for services	-	-	127,071	127,071
Intergovernmental revenue	72,500	72,500	77,896	5,396
Miscellaneous revenue	2,000	2,000	5,041	3,041
<b>TOTAL REVENUES</b>	<b>765,925</b>	<b>790,925</b>	<b>877,401</b>	<b>86,476</b>
<b>EXPENDITURES</b>				
General government:				
Administrative	215,800	235,300	219,857	15,443
Other professional services	320,500	392,500	428,665	(36,165)
<b>Total general government</b>	<b>536,300</b>	<b>627,800</b>	<b>648,522</b>	<b>(20,722)</b>
Public safety:				
Police department	32,100	7,100	1,929	5,171
<b>Total public safety</b>	<b>32,100</b>	<b>7,100</b>	<b>1,929</b>	<b>5,171</b>
Streets:				
Equipment lease	26,000	26,000	17,918	8,082
Insurance	-	-	1,044	(1,044)
Repair and maintenance	115,500	115,500	76,722	38,778
Wages	78,000	78,000	59,546	18,454
<b>Total highways and streets</b>	<b>219,500</b>	<b>219,500</b>	<b>155,230</b>	<b>64,270</b>

**HIDEOUT TOWN**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES TO FUND BALANCES -**  
**BUDGET AND ACTUAL (CONTINUED)**  
**GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
<b>EXPENDITURES (Continued)</b>				
Parks and recreation:				
Parks and recreation	\$ 5,000	\$ 5,000	\$ 4,000	\$ 1,000
Total parks and recreation	<u>5,000</u>	<u>5,000</u>	<u>4,000</u>	<u>1,000</u>
Debt service:				
General government				
Principal	14,000	14,000	14,000	-
Interest	11,525	11,525	11,525	-
Total debt service	<u>25,525</u>	<u>25,525</u>	<u>25,525</u>	<u>-</u>
Miscellaneous	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>818,425</u>	<u>884,925</u>	<u>835,206</u>	<u>49,719</u>
EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENDITURES	<u>(52,500)</u>	<u>(94,000)</u>	<u>42,195</u>	<u>136,195</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Appropriations from fund balance	52,500	94,000	-	(94,000)
Contribution from developer	-	-	61,000	61,000
Operating transfers in	-	-	-	-
Operating transfers out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>52,500</u>	<u>94,000</u>	<u>61,000</u>	<u>(33,000)</u>
EXCESS (DEFICIENCY) OF REVENUE AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	<u>-</u>	<u>-</u>	<u>103,195</u>	<u>103,195</u>
Fund balance - July 1	<u>588,702</u>	<u>588,702</u>	<u>270,487</u>	<u>318,215</u>
Fund balance - June 30	<u>\$ 588,702</u>	<u>\$ 588,702</u>	<u>\$ 373,682</u>	<u>\$ 421,410</u>



## **AUDITOR'S REPORTS & FINDINGS**



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Mayor and Council of  
Hideout Town

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of Hideout Town, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise Hideout Town's basic financial statements, and have issued our report thereon dated April 1, 2021.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Hideout Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Hideout Town's internal control. Accordingly, we do not express an opinion on the effectiveness of Hideout Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings that we consider to be significant deficiencies. Those deficiencies are listed as finding 2020-02.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings that we consider to be material weaknesses. Those deficiencies are listed as findings 2020-1 and 2020-03.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Hideout Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings as items 2020-04.

**Management's Response to Findings**

Hideout Town's response to the findings identified in our audit is described in the accompanying schedule of findings. Hideout Town's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Child, Richards CPAs & Advisors*

April 1, 2021



**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE AND  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE  
AS REQUIRED BY THE *STATE COMPLIANCE AUDIT GUIDE***

To the Mayor and Council of  
Hideout Town

**Report On Compliance**

We have audited Hideout Town’s compliance with the applicable state compliance requirements described in the *State Compliance Audit Guide*, issued by the Office of the State Auditor, that could have a direct and material effect on Hideout Town for the year ended June 30, 2020.

State compliance requirements were tested for the year ended June 30, 2020 in the following areas:

Budgetary Compliance	Open and Public Meetings Act
Fund Balance	Fraud Risk Assessment
Restricted Taxes and Related Revenues	

***Management’s Responsibility***

Management is responsible for compliance with the state requirements referred to above.

***Auditor’s Responsibility***

Our responsibility is to express an opinion on Hideout Town’s compliance based on our audit of the state compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the *State Compliance Audit Guide*. Those standards and the *State Compliance Audit Guide* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the state compliance requirements referred to above that could have a direct and material effect on a state compliance requirement occurred. An audit includes examining, on a test basis, evidence about Hideout Town’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each state compliance requirement referred to above. However, our audit does not provide a legal determination of Hideout Town’s compliance with those requirements.

### ***Opinion on Compliance***

In our opinion, Hideout Town complied, in all material respects, with the state compliance requirements referred to above for the year ended June 30, 2020.

### ***Other Matters***

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the *State Compliance Audit Guide* and which are described in the accompanying schedule of findings as item 2020-04. Our opinion on compliance is not modified with respect to these matters.

Hideout Town's response to the noncompliance findings identified in our audit is described in the accompanying schedule of findings. Hideout Town's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report On Internal Control Over Compliance**

Management of Hideout Town is responsible for establishing and maintaining effective internal control over compliance with the state compliance requirements referred to above. In planning and performing our audit of compliance, we considered Hideout Town's internal control over compliance with the state compliance requirements referred to above to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance with those state compliance requirements and to test and report on internal control over compliance in accordance with the *State Compliance Audit Guide*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Hideout Town's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or to detect and correct noncompliance with a state compliance requirement on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a state compliance requirement will not be prevented or detected and corrected on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a state compliance requirement that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control and compliance and the results of that testing based on the requirements of the *State Compliance Audit Guide*. Accordingly, this report is not suitable for any other purpose.

*Child, Richards CPAs & Advisors*

Ogden, Utah  
April 1, 2021

**HIDEOUT TOWN  
SCHEDULE OF FINDINGS  
JUNE 30, 2020**

Item # 1.

---

**2020-01: Material Misstatements (material weakness)**

*Criteria:* Management is responsible to maintain accurate financial reporting for the usefulness of management and the governing board.

*Condition:* The auditors identified several factors including various year-end adjustments, reclassifying entries, and reconciliations that had not been performed at the time of the audit resulting in the need for several adjustments to be made by management as proposed by the auditors during the audit process.

*Cause:* As of June 30, 2020, the Town's internal controls were not properly designed and implemented to maintain financial statements free of material misstatements.

*Effect:* The lack of timely adjustments and reconciliations has resulted in misstatements in the general ledger. The Town's revenues and expenditures were misstated prior to adjustments made by the auditor.

*Recommendation:* We recommend the Town perform monthly and year end adjusting entries and account reconciliations to ensure financial reports of the Town accurately reflect the assets, liabilities, revenues, and expenditures of the Town.

*Management's Response:* The Treasurer will review the financials monthly and make adjusting entries at that time to keep up throughout the year. The impact of Covid prevented staff from interacting in a normal environment. This should improve this year.

**2020-02: Inadequate Approval, Documentation, and Coding of Disbursements (significant weakness)**

*Criteria:* Disbursement of town funds should be approved, supported by adequate documentation, and properly recorded.

*Condition:* During our testwork of 25 disbursement samples, we noted the following: 1) Six transactions did not have approving initials and/or signatures indicating the transaction was reviewed and approved, 2) Two transactions did not have a supporting invoice, and 3) Four transactions were improperly coded as liabilities rather than expenditures.

*Cause:* Inadequate approval and documentation at Hideout Town occurred due to the small size of staff and rotation of duties necessary to follow current pandemic guidelines.

*Effect:* If disbursements are not properly approved and adequately documented, the misappropriation of funds could occur without detection. Improper coding could result in inaccurate financial reporting.

*Recommendation:* We recommend the Town ensure that all disbursements are adequately supported by documentation and are properly approved and evidenced by initials and/or signatures. We also recommend the Town properly code disbursements as expenditures including amounts that are subsequently billed to developers for reimbursement.

*Management's Response:* Administration will develop procedures for ensuring that documentation is kept and filed as necessary. Referring to the files will help ensure that the disbursements are recorded more accurately as there will be something to refer to. Management will also look to have signed payment approvals prior to issuing a check.

**HIDEOUT TOWN  
SCHEDULE OF FINDINGS  
JUNE 30, 2020**

Item # 1.

---

**2020-03: Inadequate Separation of Duties over Cash Receipts and Cash Disbursements (*material weakness*)**

*Criteria:* A separation of duties and/or mitigating controls should exist to provide controls over cash receipts and disbursements.

*Condition:* The following separation of duties conflicts were noted at the Town of Hideout: 1) The Town Administrator has access to checks, records transactions in the general ledger, and reviews and signs the final checks, 2) The Town Administrator has access to a credit card, enters transactions in the general ledger, and reviews processed transactions, 3) The Finance Director is able to make bank transfers, has access to the general ledger, reviews bank transfers, and performs bank reconciliations, and 4) The Town Administrator has access to cash, records transactions and the general ledger, and reviews processed transactions.

*Cause:* Inadequate separation of duties at Hideout Town occurred due to the small size of staff.

*Effect:* If proper separation of duties and/or mitigating controls do not exist, the misappropriation of funds could occur without detection.

*Recommendation:* We recommend the Town implement the following mitigating controls: 1) The Finance Director review cancelled checks and track the sequential order of checks as part of bank reconciliation procedures, 2) The Finance Director compare credit card receipts to the credit card statements, 3) The Town Administrator review bank transfers on a regular basis, and 4) The Finance Director review adjustments to customer accounts on a regular basis.

*Management's Response:* Management lost staff and began working remotely due to the Covid pandemic. Typical procedures were suspended due to limitations based on Covid and the ability to work together in close proximity. Management will take the recommendations of the auditor and create the checks and balances proposed. The Treasurer will review the checks as part of the reconciliation process and review receipts and compare them to the credit card statements. The Treasurer will review the transfers on a monthly basis. The Treasurer will review the customer accounts monthly. Hideout is also looking to restructure its employment slightly and hire additional help which could help with the Separation of Duties.

**2020-04: State Compliance – Budgetary Noncompliance (*noncompliance*)**

*Criteria:* Per Utah Code Ann. §10-5-115, towns may not make or incur expenditures in excess of total appropriations for any department in the budget as adopted or as subsequently amended.

*Condition:* For the year ended June 30, 2020, expenditures in the General Government department were in excess of appropriations by \$20,722. Water Fund expenses also exceeded budgeted amounts by \$83,622.

*Cause:* The lack of timely account adjustments and reconciliations impaired the Town's ability to accurately review budgeted to actual amounts.

*Effect:* When accurate budgets are not reviewed, noncompliance with state law can occur.

*Recommendation:* We recommend the Town Council review accurate budget to actual reports and ensure expenditures do not exceed appropriations.

*Management's Response:* The Town Council will review the budget and financial reports monthly.

Resolution 2021-R-XX**A RESOLUTION AMENDING THE 2020-2021 OPERATING BUDGET**

**WHEREAS**, Expenditures associated with the General Fund and Water Departments have expenditures higher than budgeted in certain departments to address Telecommunications, Engineering, Building Inspections and other costs addressed below in the appropriate funds; and

**WHEREAS**, Hideout Township desires to comply with state code on budgeted expenditures and have good fiscal management; and

**WHEREAS**, the Utah State law requires that budgets be amended by resolution; and

**WHEREAS**, a public hearing was held on June 10th, 2021, at the Town Council's regularly scheduled meeting, complying with State law;

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF HIDEOUT CITY, UTAH** that pursuant to Utah State Code 10-6-128, the 2020-21 Hideout Town Budget is hereby amended as follows:

Source:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
103890	General Fund Balance to be Appropriated	(\$0)
103221	Building Permits	<u>(\$425,700)</u>
Total		(425,700)

Use:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
105001.4	Insurance	\$10,500
105001.8	Personnel	\$5,000
105003	Benefits	\$20,000
105010	Information Technology	\$6,000
105017	Admin Training	\$500
105050	Admin Utilities	\$3,700
105069	Admin Miscellaneous	\$20,000
105002.2	Legal	\$85,000
105002.4	Building Inspection	\$120,000
105002.3	Engineering	\$105,000
105208	Streets Repair and Maintenance	<u>\$50,000</u>
Total		\$425,700

To Address Budget Amendments in the General Fund.



Source:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
223310	Grant Revenue	(\$84,935)
223610	Interest Earnings	(\$10)
223810	Transfer From General Fund	(\$34,112)
Total		(\$119,047)

Use:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
224011	Salaries & Wages	\$11,560
225010	Admin Information Technology	\$23,099
224031	Professional Services	\$2,771
225105	Safety Police Department	\$70,000
225231	Fire District Services	\$5,000
225208	Repairs & Maintenance	\$6,617
Total		\$119,047

To Address Budget Amendment for Covid-19 Fund.

Source:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
513890	Enterprise Fund Surplus	(\$204,750)
Total		(\$204,750)

Use:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
516120	Depreciation- Storm Drain	\$52,500
516610	Depreciation- Water & Sewer	\$152,250
Total		\$204,750

To Address Budget Amendments in the Enterprise Fund.

This Resolution shall take effect and be in force from and after its adoption.

ADOPTED and PASSED by the Town Council of Hideout, Utah, this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote:

	AYE	NAY
Council Member Chris Baier	_____	_____
Council Member Jerry Dwinell	_____	_____
Council Member Carol Haselton	_____	_____
Council Member Bob Nadelberg	_____	_____
Council Member Ralph Severini	_____	_____

APPROVED:

\_\_\_\_\_  
Phil Rubin, Mayor

ATTEST:

\_\_\_\_\_  
Alicia Fairbourne, Town Clerk

**File Attachments for Item:**

2. Public Hearing, discussion and possible approval of a resolution adopting the Town Budget for the fiscal year 2021-2022 and setting the property tax rate at now increase for the Town of Hideout

**Town of Hideout**  
**State Budget Report**  
**10 General Fund - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	2020 Actual	2021 Actual	2021 Original Budget	2021 Revised Budget	2022 Original Budget
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Taxes</b>					
3110 Property taxes - current	119,686	125,911	131,480	131,480	151,800
3120 Prior year property taxes - delinquent	33,174	7,617	7,500	7,500	30,000
3124 Fee-in-lieu of property taxes	10,705	2,390	1,200	1,200	10,700
3130 Sales tax	129,024	85,542	90,000	90,000	146,185
3135 Telecomm Tax Revenue	1,938	-	1,840	1,840	2,000
3137 Franchise Fee Revenue	-	1,796	700	700	-
3140 Municipal energy taxes	48,473	44,553	39,300	39,300	57,417
<b>Total Taxes</b>	<b>343,000</b>	<b>267,809</b>	<b>272,020</b>	<b>272,020</b>	<b>398,102</b>
<b>Licenses and permits</b>					
3210 Business licenses	525	1,050	300	300	1,050
3221 Building permits	348,607	656,198	250,000	736,969	750,750
3222 Roadway Fee	-	55,000	-	-	52,500
3229 Subdivision fees	6,935	25,380	-	-	555,000
3230 Professional Services Billed	90	-	-	-	-
<b>Total Licenses and permits</b>	<b>356,157</b>	<b>737,628</b>	<b>250,300</b>	<b>737,269</b>	<b>1,359,300</b>
<b>Intergovernmental revenue</b>					
3356 Class C road allotment	64,249	-	78,000	78,000	-
<b>Total Intergovernmental revenue</b>	<b>64,249</b>	<b>-</b>	<b>78,000</b>	<b>78,000</b>	<b>-</b>
<b>Charges for services</b>					
3231 Planning & Zoning Fees	-	4,864	130,000	130,000	-
3490 Other services revenue	200	18,576	200	200	19,000
<b>Total Charges for services</b>	<b>200</b>	<b>23,440</b>	<b>130,200</b>	<b>130,200</b>	<b>19,000</b>
<b>Fines and forfeitures</b>					
3510 Fines and forfeitures	6,718	6,600	2,500	2,500	2,000
<b>Total Fines and forfeitures</b>	<b>6,718</b>	<b>6,600</b>	<b>2,500</b>	<b>2,500</b>	<b>2,000</b>
<b>Interest</b>					
3610 Interest earnings	3,131	1,585	4,200	4,200	3,000
<b>Total Interest</b>	<b>3,131</b>	<b>1,585</b>	<b>4,200</b>	<b>4,200</b>	<b>3,000</b>
<b>Miscellaneous revenue</b>					
3620 Building rental income	100	-	-	-	100
3690 Other revenue	1,610	5,715	1,200	1,200	2,000
<b>Total Miscellaneous revenue</b>	<b>1,710</b>	<b>5,715</b>	<b>1,200</b>	<b>1,200</b>	<b>2,100</b>
<b>Total Revenue:</b>	<b>775,165</b>	<b>1,042,777</b>	<b>738,420</b>	<b>1,225,389</b>	<b>1,783,502</b>
<b>Expenditures:</b>					
<b>General government</b>					
<b>Administrative</b>					
5001.1 Admin Contract services	17,323	2,489	5,000	5,000	5,000
5001.2 Admin Council pay	3,260	2,424	3,600	3,600	3,600
5001.4 Admin Insurance	11,568	14,776	2,500	13,000	12,000
5001.6 Admin Mileage reimbursement	2,683	2,485	2,500	2,500	2,600
5001.7 Admin Office supplies	20,114	2,644	3,000	3,000	3,000
5001.8 Admin Personnel	72,100	86,235	95,000	100,000	121,527
5001.9 Admin Public notices	2,641	1,883	3,500	3,500	3,000
5001.A Admin Security Alarm Monitoring	880	5,956	1,000	1,000	1,000
5003 Admin Benefits	11,239	32,254	16,500	36,500	39,510
5004 Admin Other	10,370	692	1,000	1,000	1,000
5009 Admin CARES Act Expenditures	12,919	11,072	-	-	-
5010 Admin Information Technology	15,661	12,995	7,840	13,840	12,000
5016 Admin Telephone	5,452	5,128	2,800	2,800	5,500
5017 Admin Training	3,059	1,266	875	1,375	875
5018 Admin Website	859	-	350	350	350
5019 Admin Membership	1,642	1,591	1,200	1,200	1,200
5030 Admin Repairs & maintenance	3,929	3,450	4,200	4,200	4,200
5050 Admin Utilities	3,663	7,225	4,000	7,700	4,000
5069 Miscellaneous	(237)	9,299	500	20,500	500
<b>Total Administrative</b>	<b>199,125</b>	<b>203,864</b>	<b>155,365</b>	<b>221,065</b>	<b>220,862</b>
<b>Professional services</b>					
5002.1 Accounting	2,710	11,408	3,500	3,500	12,000

**Town of Hideout**  
**State Budget Report**  
**10 General Fund - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	2020 Actual	2021 Actual	2021 Original Budget	2021 Revised Budget	2022 Original Budget
5002.2 Legal	68,259	131,572	64,000	149,000	135,000
5002.3 Engineering	30,252	121,217	17,500	122,500	140,000
5002.4 Building inspection	150,659	191,155	125,000	245,000	275,000
5002.5 Plan prints	1,631	537	2,500	2,500	2,500
5002.50 Engineering DRC Review	-	8,933	45,000	45,000	45,000
5002.6 Auditor	10,000	3,370	-	-	12,000
5002.60 Planning	-	30,013	30,000	30,000	372,500
5002.65 Building Plan Review	-	22,150	45,000	45,000	45,000
<b>Total Professional services</b>	<b>263,511</b>	<b>520,355</b>	<b>332,500</b>	<b>642,500</b>	<b>1,039,000</b>
<b>Non-Departmental</b>					
5480 CAPITAL PROJECTS	2,860	-	-	-	-
<b>Total Non-Departmental</b>	<b>2,860</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total General government</b>	<b>465,496</b>	<b>724,219</b>	<b>487,865</b>	<b>863,565</b>	<b>1,259,862</b>
<b>Public Safety</b>					
5101 Safety Personnel	1,200	-	11,000	11,000	-
5102 Safety CARES Act Expenditures	729	-	-	-	-
5103 Safety Maintenance	-	5,849	-	-	5,000
5105 Safety Police department	-	34,102	40,000	40,000	75,000
5305 Animal Services	-	-	-	-	10,500
<b>Total Public Safety</b>	<b>1,929</b>	<b>39,951</b>	<b>51,000</b>	<b>51,000</b>	<b>90,500</b>
<b>Streets</b>					
5201 Streets Personnel	58,934	32,127	50,000	50,000	74,390
5202 Streets Auto maintenance	1,172	1,180	2,500	2,500	2,500
5203 Streets Benefits	613	2,130	5,400	5,400	29,943
5204 Streets Fuel	3,916	5,834	4,500	4,500	5,000
5205 Streets Materials & Supplies	10,575	15,888	12,000	12,000	16,000
5208 Streets Repair & maintenance	61,059	92,336	50,000	100,000	25,000
5209 Streets Equipment lease	17,918	4,010	23,000	23,000	-
5210 Streets Insurance	1,044	62	1,000	1,000	1,000
<b>Total Streets</b>	<b>155,231</b>	<b>153,567</b>	<b>148,400</b>	<b>198,400</b>	<b>153,833</b>
<b>Parks</b>					
5450 Parks and Recreation	4,000	530	5,000	5,000	5,000
<b>Total Parks</b>	<b>4,000</b>	<b>530</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Miscellaneous</b>					
5650 Community Development	-	-	15,000	15,000	15,000
<b>Total Miscellaneous</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Debt service</b>					
5800 Principal	14,000	15,000	14,000	15,000	15,000
5801 Interest	11,525	11,175	11,525	11,525	11,500
<b>Total Debt service</b>	<b>25,525</b>	<b>26,175</b>	<b>25,525</b>	<b>26,525</b>	<b>26,500</b>
<b>Transfers</b>					
6022 Transfer to Covid Fund	-	-	-	60,269	-
<b>Total Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,269</b>	<b>-</b>
<b>Total Expenditures:</b>	<b>652,181</b>	<b>944,442</b>	<b>732,790</b>	<b>1,219,759</b>	<b>1,550,695</b>
<b>Total Change In Net Position</b>	<b>122,984</b>	<b>98,335</b>	<b>5,630</b>	<b>5,630</b>	<b>232,807</b>

**Town of Hideout**  
**State Budget Report**  
**22 Covid 19 Fund - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	2020 Actual	2021 Actual	2021 Original Budget	2021 Revised Budget	2022 Original Budget
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Intergovernmental revenue</b>					
3310 Grant Revenue	-	84,935	-	58,778	107,000
<b>Total Intergovernmental revenue</b>	-	<b>84,935</b>	-	<b>58,778</b>	<b>107,000</b>
<b>Interest</b>					
3610 Interest earnings	-	9	-	-	-
<b>Total Interest</b>	-	<b>9</b>	-	-	-
<b>Contributions and transfers</b>					
3810 Transfer From General Fund	-	-	-	60,269	-
<b>Total Contributions and transfers</b>	-	-	-	<b>60,269</b>	-
<b>Total Revenue:</b>	-	<b>84,944</b>	-	<b>119,047</b>	<b>107,000</b>
<b>Expenditures:</b>					
<b>General government</b>					
<b>Administrative</b>					
4011 Salaries & Wages	-	11,560	-	11,560	-
5010 Admin Information Technology	-	23,477	-	23,099	-
<b>Total Administrative</b>	-	<b>35,037</b>	-	<b>34,659</b>	-
<b>Professional services</b>					
4031 Professional Services	-	2,771	-	2,771	-
<b>Total Professional services</b>	-	<b>2,771</b>	-	<b>2,771</b>	-
<b>Total General government</b>	-	<b>37,808</b>	-	<b>37,430</b>	-
<b>Public Safety</b>					
5105 Safety Police department	-	35,898	-	70,000	75,000
5231 Fire District Services	-	5,000	-	5,000	5,000
<b>Total Public Safety</b>	-	<b>40,898</b>	-	<b>75,000</b>	<b>80,000</b>
<b>Streets</b>					
5205 Streets Materials & Supplies	-	-	-	6,617	-
5208 Repair & Maintenance	-	7,220	-	-	27,000
<b>Total Streets</b>	-	<b>7,220</b>	-	<b>6,617</b>	<b>27,000</b>
<b>Total Expenditures:</b>	-	<b>85,926</b>	-	<b>119,047</b>	<b>107,000</b>
<b>Total Change In Net Position</b>	-	<b>(982)</b>	-	-	-

**Town of Hideout**  
**State Budget Report**  
**46 Capital Projects - Street Impact - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2021 Original Budget</b>	<b>2021 Revised Budget</b>	<b>2022 Original Budget</b>
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
3000 Street Impact Fee	-	281,610	-	100,000	300,000
<b>Total Operating income</b>	-	<b>281,610</b>	-	<b>100,000</b>	<b>300,000</b>
<b>Operating expense</b>					
4073 Improvements Other Than Buildings	-	235,040	-	50,000	300,000
<b>Total Operating expense</b>	-	<b>235,040</b>	-	<b>50,000</b>	<b>300,000</b>
<b>Total Income From Operations:</b>	-	<b>46,570</b>	-	<b>50,000</b>	-
<b>Total Income or Expense</b>	-	<b>46,570</b>	-	<b>50,000</b>	-

**Town of Hideout**  
**State Budget Report**  
**48 Class C Road Fund - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2021 Original Budget</b>	<b>2021 Revised Budget</b>	<b>2022 Original Budget</b>
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Intergovernmental revenue</b>					
3356 Class C road allotment	-	32,704	-	72,500	78,000
<b>Total Intergovernmental revenue</b>	-	<b>32,704</b>	-	<b>72,500</b>	<b>78,000</b>
<b>Total Revenue:</b>	-	<b>32,704</b>	-	<b>72,500</b>	<b>78,000</b>
<b>Total Change In Net Position</b>	-	<b>32,704</b>	-	<b>72,500</b>	<b>78,000</b>
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating expense</b>					
4073 Improvements Other Than Buildings	-	-	-	-	78,000
<b>Total Operating expense</b>	-	-	-	-	<b>78,000</b>
<b>Total Income From Operations:</b>	-	-	-	-	<b>78,000</b>
<b>Total Income or Expense</b>	-	-	-	-	<b>78,000</b>



**Town of Hideout**  
**State Budget Report**  
**51 Water Fund - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	2020 Actual	2021 Actual	2021 Original Budget	2021 Revised Budget	2022 Original Budget
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
5110 Interest earnings	3,277	214	-	-	3,527
5140 Water service	509,229	515,956	559,500	559,500	561,000
5141 Standby water	125,832	136,032	126,300	126,300	140,383
5142 Water reservation fee	185,975	50,411	196,000	196,000	50,000
5143 Meter rental	1,392	200	4,300	4,300	1,000
5145 Storm water service	15,275	22,162	18,200	18,200	26,400
5150 Sewer service	137,721	153,345	153,700	153,700	184,800
5310 Connection fees	105,583	194,765	67,500	67,500	188,000
5315 Water Transfer fees	-	6,178	-	-	4,254
5410 Late penalties and fees	839	5,199	-	-	5,103
5490 Other operating income	166	2,972	-	-	3,023
<b>Total Operating income</b>	<b>1,085,289</b>	<b>1,087,434</b>	<b>1,125,500</b>	<b>1,125,500</b>	<b>1,167,490</b>
<b>Operating expense</b>					
6001.1 Insurance	-	-	6,500	6,500	6,500
6005 Accounting and Audit	-	-	6,500	6,500	6,500
6010 Information Technology	-	-	11,500	11,500	11,500
6016 Telephone	-	-	5,200	5,200	5,200
6017 Training	-	-	1,625	1,625	1,625
6018 Website	-	-	650	650	650
6120 Depreciation Expense	49,393	-	-	-	-
6130 Employee benefits	3,009	-	-	-	-
6140 Engineering	42,001	26,525	52,500	52,500	92,500
6150 Legal	-	6,913	44,000	44,000	25,000
6210 Meters	11,632	35,409	31,000	31,000	34,000
6240 Office expenses	1,368	-	6,000	6,000	6,000
6250 Operating expenses	31,986	2,003	37,000	37,000	17,000
6305 Repairs and Maint - Sewer	29,984	29,370	31,200	31,200	31,200
6310 Repairs and Maint - Water	18,745	57,750	88,700	88,700	88,700
6350 Salaries and wages	142,736	179,997	210,000	210,000	259,000
6355 Benefits	-	13,135	28,000	28,000	84,000
6360 Software and technology	600	-	1,600	1,600	1,600
6390 Utilities	292	-	3,000	3,000	3,000
6405 JSSD - Sewer	37,304	35,360	46,400	46,400	43,000
6410 JSSD - Water	221,657	238,082	305,800	305,800	290,000
6412 Water reservation fees	55,332	55,332	55,300	55,300	55,300
6610 Depreciation Expense	140,641	-	-	-	-
<b>Total Operating expense</b>	<b>786,680</b>	<b>679,876</b>	<b>972,475</b>	<b>972,475</b>	<b>1,062,275</b>
<b>Total Income From Operations:</b>	<b>298,609</b>	<b>407,558</b>	<b>153,025</b>	<b>153,025</b>	<b>105,215</b>
<b>Total Income or Expense</b>	<b>298,609</b>	<b>407,558</b>	<b>153,025</b>	<b>153,025</b>	<b>105,215</b>

**Town of Hideout**  
**State Budget Report**  
**56 Culinary Water Impact - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2021 Original Budget</b>	<b>2021 Revised Budget</b>	<b>2022 Original Budget</b>
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
3000 Culinary Water Impact Fee-JSSD	-	354,290	-	-	375,000
3001 Culinary Water Impact Fee-Mustang	-	2,890	-	-	-
<b>Total Operating income</b>	-	<b>357,180</b>	-	-	<b>375,000</b>
<b>Total Income From Operations:</b>	-	<b>357,180</b>	-	-	<b>375,000</b>
<b>Total Income or Expense</b>	-	<b>357,180</b>	-	-	<b>375,000</b>

**Town of Hideout**  
**State Budget Report**  
**57 Waste Water Impact - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2021 Original Budget</b>	<b>2021 Revised Budget</b>	<b>2022 Original Budget</b>
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
3000 Waste Water Impact Fee	-	8,030	-	-	-
<b>Total Operating income</b>	-	<b>8,030</b>	-	-	-
<b>Total Income From Operations:</b>	-	<b>8,030</b>	-	-	-
<b>Total Income or Expense</b>	-	<b>8,030</b>	-	-	-

**Town of Hideout**  
**State Budget Report**  
**58 Storm Water Impact - 07/01/2021 to 06/30/2022**  
**100.00% of the fiscal year has expired**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2021 Original Budget</b>	<b>2021 Revised Budget</b>	<b>2022 Original Budget</b>
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
3000 Storm Drain Impact Fee	-	26,660	-	-	-
<b>Total Operating income</b>	-	<b>26,660</b>	-	-	-
<b>Total Income From Operations:</b>	-	<b>26,660</b>	-	-	-
<b>Total Income or Expense</b>	-	<b>26,660</b>	-	-	-

**RESOLUTION 2021-R-04**

A RESOLUTION OF THE TOWN OF HIDEOUT, UTAH APPROVING AND ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR 2021-2022 (FY 2022)

WHEREAS, the Budget Committee of Hideout, Utah on May 13, 2021, presented a preliminary budget for fiscal year 2021-2022 to the Town Council; and

WHEREAS, the Town Council, on due public notice held a public hearing on June 10, 2021 to receive input regarding the budget prior to adopting the final 2021-2022 budget; and

WHEREAS, the Town of Hideout has complied in all respects with State law set out in U.C.A. Sec. 10-5-108 including holding a public hearing and all public noticing requirements; and

WHEREAS, the Town Council has considered the budget as submitted and all information presented at the public hearing and has made all changes and amendment which the Town Council desires to make; and

WHEREAS, the Town Council has approved this budget without initiating an increase in the Hideout local tax rate; and

WHEREAS, the Town Council will appropriate sufficient revenues to finance and balance this budget; now

THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF HIDEOUT, UTAH AS FOLLOWS:

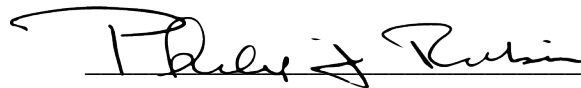
Section 1. The Town Council hereby adopts the budget for fiscal year 2021-2022, effective July 1, 2021 that is attached hereto and incorporated herein by reference.

Section 2. A copy of the Hideout Town Budget shall be placed in the Hideout Town Offices and be available for review.

Section 3. This resolution shall take effect immediately upon passage and shall be in effect for the respective budget years. The Fiscal Year 2022 budget shall be subject to later amendments as provided by law.

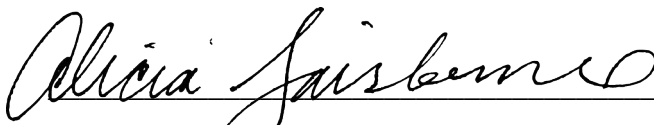
Section 4. That the Town of Hideout authorizes the Town Treasurer to compute and file the Town's certified tax rate and property tax revenue for the tax year 2021 at a "no tax increase rate." This resolution hereby adopts the Certified Property Tax rate for Calendar Year 2021.

PASSED and ADOPTED by the Town Council of Hideout, Utah this 10<sup>th</sup> day of June 2021.



Phil Rubin, Mayor

ATTEST:



Alicia Fairbourne, Town Clerk



**File Attachments for Item:**

3. Public Hearing and review of the Fraud Risk Assessment Questionnaire, and discuss ways to improve controls for the Town of Hideout

# Town Council Staff Report

**MEETING DATE:** 06/10/2021

**SUBJECT:** Fraud Risk Assessment

**RESPONSIBLE:** Wesley Bingham

**DEPARTMENT:** Administration

**STRATEGIC RELEVANCE:** Necessary Administrative Action

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## SUMMARY

Once a year the Town is required to review the Fraud Risk Assessment to determine if the internal control function is operating effectively and that the risk is low of fraud and abuse.

## RECOMMENDATION

Discuss the questions contained in the fraud risk assessment and report to the council on associated controls and culture within the Town. Discuss improvements that should be made.

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## BACKGROUND

The Office of the State Auditor released the implementation guide for the fraud risk assessment. It is to be completed and submitted to the auditor prior to every fiscal year end as part of the audit. Completing this assessment requires management to discuss the questionnaire results with the council.

## DISCUSSION

The Office of the State Auditor regularly receives complaints of fraud or abuse by local government officials. The Office is also aware of internal investigations performed by local governments of their own officials and employees. Some of these situations receive significant media coverage, while others are resolved with less publicity. In either case, the level of concern by the public and local and state officials is significant. Many have asked the Office for more direction on how to prevent such occurrences in the future. The program outlined in this guide is designed to help measure and reduce the risk of undetected fraud, abuse, and noncompliance in local governments of all types and sizes. This assessment is a starting point, it is the hope of the state auditor that local governments will add to and adapt to improve how they manage their internal controls.

## FISCAL IMPACT

No fiscal impact.

## CONCLUSION

Discuss the importance of the tone being set at the top, basic segregation of duties, use of an audit committee and other internal controls. Discuss improvements to be made and take suggestions.

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## CONTRACT ACCOUNTABILITY

**Department:** Administration

**Staff Member:** Wesley Bingham

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## EXHIBITS

- |   |               |
|---|---------------|
| A. Fraud Risk Assessment and Implementation Guide | [Pages 3-15]  |
| B. Completed Fraud Risk Assessment                | [Pages 16-17] |





# Fraud Risk Assessment

## Background

The Office of the State Auditor (Office) regularly receives complaints of fraud or abuse by local government officials. The Office is also aware of internal investigations performed by local governments of their own officials and employees. Some of these situations receive significant media coverage, while others are resolved with less publicity. In either case, the level of concern by the public and local and state officials is significant. Many have asked the Office for more direction on how to prevent such occurrences in the future. The program outlined in this guide is designed to help measure and reduce the risk of undetected fraud, abuse, and noncompliance in local governments of all types and sizes. This assessment is a starting point, it is the hope of the Office that local governments will add to and adapt this form to improve how they manage their internal controls and the risk of fraud, waste and abuse.

## Internal Controls as a Discipline

Professional literature, as well as our own experience, indicates that the solution to the reduction of fraud risk lies in effective internal controls. Internal controls are the policies, practices, and processes that ensure the operations of an organization are performed effectively and efficiently. Internal Controls are also intended to deter or prevent the misuse of public funds. Since internal controls require time and resources, entities should seek to reduce risk to an acceptable level, not eliminate risk altogether. In other words, a lock should never cost more than the item it is intended to protect.

The Committee of Sponsoring Organizations of the Treadway Commission (COSO) is a group of organizations dedicated to providing frameworks and guidance on risk management, internal control, and fraud deterrence. COSO publishes a document “Internal Control – Integrated Framework” (the COSO Framework). The COSO Framework is noted as the gold standard for designing and implementing an entity-wide internal control program for all organizations including governments. The Government Accountability Office (GAO) publishes its own guidance for proper internal controls in government entities known as the Green Book. The Green Book follows the COSO Framework, but adds some specific context that is unique to the government environment. We used both of these publications as resources for this project.

The COSO Framework includes five principles:

- Tone at the Top
- Risk Assessment
- Control Activities
- Communication

- Monitoring

Incorporating these five principles into an organization is a recommended but complex endeavor. Most accountants and auditors have been trained on these principles, but full implementation requires additional training and a commitment throughout the organization to be effective. We recommend every organization with the resources use COSO, GAO, GFOA, or any other reputable source as an aid to implementing a comprehensive internal control program.

Due to the expense, most local governments in Utah lack the resources necessary to completely implement the COSO Framework. Our goal is to take the concepts of the COSO Framework and boil them down to specific measures that every local government can incorporate at minimal cost. If properly implemented, we believe these measures will reduce the risk of undetected fraud, abuse, and noncompliance. We have also developed a risk assessment model that provides a basic evaluation of an entity's fraud risk, based upon required separation of duties and our recommended measures.

## Recommended Measures

### 1. Separate Duties over Cash Accounts (Crucial)

Widely recognized as a crucial internal control, separation of duties includes separating the powers of the treasurer and clerk (the person who performs the accounting function, regardless of title), as required by state law. If the roles and responsibilities of treasurer and clerk are *not* 1) separate, 2) independent, and 3) monitored by the governing board, the risk of financial fraud and abuse increases.

In general, the treasurer is responsible for the collection and custody of funds while the clerk validates payment requests, ensures compliance with policy and budgetary restrictions, prepares checks, and records all financial transactions. In situations where proper separation of duties are not maintained, mitigating controls must be implemented. Because of the extreme importance of this control, we have developed a separate questionnaire (see attached) to help determine if basic separation of duties or mitigating controls are in place.

### 2. Require a Commitment of Ethical Behavior

#### Purpose

A critical, fundamental, and far-reaching problem facing government today is the lack of public trust and confidence. Government officials are expected to perform their government duties without using their position for personal benefit. A written statement on ethical behavior will provide clarity and serve as a physical reminder of the aspirations of the organization.

#### Overview

Maintaining an ethical environment requires setting an example and communicating proper expectations at every level of the organization. Training and re-enforcement of

ethical standards must be continuous and applicable. Expectations must point to the highest standards and not excuse bad behavior by anyone for any reason.

## Implementation

We recommend the entity set clear expectations and exercise consistent enforcement. We recommend instilling a culture rewarding high ethical standards, rather than rewarding cutting corners or engaging in questionable or self-serving behavior. We recommend that every entity have a written policy and strong practices that address a standard of ethical behavior, including prohibited activities, required disclosures, and clear directions on how and to whom disclosures should be submitted and reviewed. We also recommend that the entity require elected or appointed officials and employees to annually commit in writing to abide by the entity's standards of ethical behavior. This practice will provide an opportunity to review the policy and identify any potential or actual conflicts of interest. Requiring periodic confirmation will deter individuals from acting unethically and identify issues before they become problematic.

## 3. Adopt and Put Into Practice Written Policies

### Overview

The governing body should evaluate policies to make sure they establish proper oversight and direct the organization toward the desired outcomes. The following are key policies along with certain elements that we have identified that are either required by law or best practices to improve the internal control system. As a matter of practical implementation, template policies that contain these elements are available on the Office's website at [resources.auditor.utah.gov](https://resources.auditor.utah.gov).

#### a. Conflict of Interest

1. Specifies who is required to declare conflicts.
2. States that if a new conflict arises during course of business it must be reported.
3. Requires each public official/employee to complete a disclosure form on an at least an annual basis.
4. Identifies the individual/position responsible to gather disclosure forms.
5. Disclosure forms provide the user a way to disclose conflicts or indicate that they have no conflicts.
6. Disclosure forms must list the name and position of the public official/employee.
7. Disclosure forms must list the name of the business entity and ownership interest or position for a business regulated by the entity for which there is a conflict.
8. Disclosure forms must list the name of the business entity and ownership interest or position for businesses doing business with the entity.
9. Disclosure forms must list any investments that may create a conflict with the entity.
10. The disclosure shall be made in a sworn statement filed with the entity's governing body.

b. Procurement

Seek the best value for the entity and promote a competitive purchasing process.

1. Specifies a small item threshold allowing employee or department discretion.
2. Specifies documentation required for each level of purchasing (e.g. small purchases, medium purchases and purchases requiring competitive bid).
3. Specifies purchasing procedures (e.g. advertising methods and time frames, rejection of bids, appeals) for items requiring competitive bid.
4. Lists exemptions and documentation needed for not following regular bidding requirements (e.g. sole source provider, emergency purchases etc.).
5. Addresses improper or illegal conduct:
  - a) Prohibits dividing a procurement to avoid following policy (Utah Code 63G-6a-2404.3)
  - b) Prohibits kickbacks (Utah Code 63G-6a-2404)
  - c) Requires disclosure of conflicts of interest (Utah Code 63G-6a-2406)
  - d) Prohibits cost-plus-a-percentage-of-cost contracts (Utah Code 63G-6a-1205)
  - e) Lists other specific activities that are not allowed (Utah Code 67-16 applies to the state and all political subdivisions)
6. Designates a purchasing agent, specify who may sign contracts including requirement for contracts that must go before the governing body.
7. Has an ethics provision and/or reference Utah Code 67-16.
8. Documents consequences of violating the policy (e.g. formal reprimand, suspension, termination or criminal prosecution).

c. Ethical Behavior

1. Prohibits participation in decisions or actions in which the employee or official has real or reasonably perceived conflict (see conflict of interest policy).
2. Prohibits use of authority for personal gain or that of close friends, family, or business associates.
3. Prohibits receiving gifts, loans or bribes.
4. Requires confidentiality regarding any information not subject to GRAMA.
5. Prohibits violation of nepotism laws (Utah Code 52-3).
6. Prohibits misuse of public resources or property (Utah Code 76-8-4).
7. References the Utah Public Officer and Employee Ethics Act (Utah Code 67-16).
8. Establishes individual accountability, including consequences for noncompliance (e.g. suspension, termination).

d. Reporting Fraud and Abuse

1. Requires the reporting of inappropriate actions or behavior.
2. Provides reporting structure, including alternatives if the employee's normal supervisor is involved.
3. Provides guidance on the type of actions and behaviors which must be reported.
4. Provides guidance on the information to be provided (e.g. names, dates, times, descriptions, effects) when reporting fraud or abuse.
5. Provides whistleblower protection or referrals to Utah Code 67-21-3.
6. Provides for the evaluation, investigation and possible consequences of the alleged action or behavior.

7. Provides for feedback to the employee reporting the action and the governing body.

e. Travel

1. Establishes a process to authorize travel expenditures (i.e. preauthorization).
2. Defines what constitutes allowable and unallowable travel and clearly establishes reasonable limits.
3. Establishes a reporting structure with senior management reporting to the governing body.
4. Establishes individual accountability, including consequences for noncompliance (e.g. suspension, termination, recovery of funds, inability to travel).
5. Requires adequate record keeping (documentation of time, place, business purpose, and authorization).
6. Communicates the public nature of purchase records.
7. Ensures enough information is gathered and communicated to maintain accountability and measure performance.
8. Has a provision to comply with external reporting requirements (e.g. IRS, Utah Public Finance Website reporting).

f. Credit/Purchasing Cards

1. Credit/purchase card issuance should be approved by governing body.
2. Establishes procedures for independent review and reconciliation of each card.
3. Establishes card holder accountability including consequences for noncompliance (e.g. suspension, termination, recovery of funds, or loss of card privileges).
4. Establishes required practices to ensure the security of the card (e.g. signing, storing, and who can use the card).
5. Establishes procedures for card use (e.g. documentation required, timelines, reconciliations, restrictions).

g. Personal Use of Entity Assets

1. Establishes allowable uses, or disallows use, of entity assets and rates if applicable (e.g. making photocopies, use of heavy equipment).
2. Establishes individual accountability, including consequences for noncompliance (e.g. suspension, termination, recovery of funds or loss of privileges).

h. IT & Computer Security

1. Establishes allowable uses of information systems, computer equipment, and the internet.
2. Discloses to the user that the entity has the right to monitor and limit the activities on entity IT systems.
3. Establishes individual accountability, including consequences for noncompliance (e.g. suspension, termination, recovery of funds, or loss of privileges).

i. Cash Receipting and Deposit

1. Establishes a timeline for entering receipts into the accounting system.
2. Establishes a timeline for depositing funds in the bank that complies with the Utah Money Management Act (3 days).

3. Establishes security measures for holding funds before deposit (e.g. safe, vault).
4. Establishes a receipting process for giving the customer documentation of the transaction and also provide sufficient information to understand the purpose of the transaction for management review or audit.
5. Establishes a procedure for entering credit card and ACH transactions into the accounting system.
6. Establishes a separation of duties between the person receiving payments and the person making deposits (smaller entities may require dual sign-off on deposits).
7. Establishes required documentation for voiding or altering a cash receipt, including that it be reviewed by someone that didn't make the correction.
8. Requires system-generated or sequentially-numbered receipts to allow for a review of completeness.
9. Requires cash deposits and receipts to be reconciled and/or reviewed by someone not receiving cash.

#### 4. Hire and Train Qualified Staff

##### **Purpose**

In order to ensure the effective and efficient delivery of government services, each entity should identify the knowledge, skills, and abilities (KSA) needed by its management and employees. In technical areas, KSA often align with formal credentials, such as a degree or license. Accounting is an area where degrees and professional designations usually indicate a level of proficiency.

##### **Overview**

A licensed Certified Public Accountant (CPA) is the most common designation of a person who possesses the KSA needed to oversee the day-to-day financial operations of an entity. There are several other designations that may indicate similar KSA, such as Certified Government Financial Manager (CGFM), Certified Management Accountant (CMA), Certified Internal Auditor (CIA), Certified Fraud Examiner (CFE), Certified Government Auditing Professional (CGAP), and Certified Public Finance Officer (CPFO). At a minimum, we recommend that every entity have someone with a bachelor's degree in accounting as part of its staff.

##### **Implementation**

While not every local government entity needs a full-time CPA, every entity should utilize a qualified accountant to ensure that its finances are protected and accurately reported. Most accounting firms and professional bookkeeping services provide a variety of services on an as-needed basis. We recommend every local government evaluate the level of KSA possessed by its accounting staff and consider contracting with an accounting professional. The accounting professional could perform some or all of the accounting and ensure that the entity has effectively implemented internal controls and meets reporting requirements.

To aid local government entities in identifying and procuring the services of qualified accounting professionals, the Office maintains a qualified vendor list included on the Office's website at [resources.auditor.utah.gov](https://resources.auditor.utah.gov). The firms on this list have met the requirements set forth by the Office to provide bookkeeping, compliance reporting, or financial statement preparation for local governments.

## 5. Provide Effective Training

### Overview

Training is vital to any organization, especially governments, where services are essential to economic prosperity and basic human needs. Public officials and key employees need to possess at least a basic understanding of the legal requirements of their entity. We encourage entities to consider the KSA needed to support the services provided by their entity, then determine the appropriate level of training that is needed to maintain those KSA. The entity should provide resources to attend sufficient and appropriate training on an ongoing basis.

### Implementation

The Office provides comprehensive but basic training on financial topics for local government board members and finance officers. However, this training serves only as an introduction for those who are new or previously untrained in local government financial matters. We recommend board members and finance officers identify and participate in organizations that provide more advanced training. These organizations may be specific to the government type (e.g. counties, charter schools), a specific type of operation (e.g. sewer, water), or a specific job within the organization (e.g. treasurer, finance officer).

At a minimum, board members should view our online basic but comprehensive training every four years (see [training.auditor.utah.gov](https://training.auditor.utah.gov)). Also, at least one member of the finance team, preferably the chief finance officer, should have 40 hours of financial training each year. Financial training includes: auditing, accounting, budgeting, reporting, internal controls, fraud prevention and detection, software, and any other topic that is related to the management of finances.

## 6. Implement a Hotline

### Definition

A hotline is a means by which the public and employees can anonymously report concerns about improper behavior of an entity's officers or employees or concerning practices of the entity.

## Overview

Fraud losses are 50% smaller at organizations with hotlines than those without hotlines. According to the Association of Certified Fraud Examiners, 40% of reported instances of fraud are discovered through a tip. More than half of these tips were provided by an employee of the organization and 46% of fraud cases detected by tip were reported through a hotline.

## Implementation

An effective hotline can be implemented at virtually no cost and can be as simple as providing an email address or phone number. Hotline submissions should be sent directly to a person who has the resources and objectivity to evaluate the concern and investigate if warranted. All complaints and the results of investigations should be presented to the audit committee of the entity in a timely fashion.

Hotlines should be promoted and easy to access (most entities put a link to their hotline on the main page of their website). Every entity should have a written policy that includes the following:

1. Methods for receiving complaints (e.g. email, phone number).
2. A provision for anonymous complaints.
3. Sufficient direction to ensure complaints are given adequate treatment as follows:
  - a. An initial screening of complaints to be performed by an office not involved in the complaint (this could be accomplished by having it performed by more than one office if an independent internal audit function does not exist or it could be sent directly to the audit committee).
  - b. Audit committee:
    - i. Reviews available evidence.
    - ii. Determines if further investigation is merited. If so;
      - Sets the scope of audit
      - Sets a budget
      - Sets a timeline
      - Provides resources
  - c. Audit results are reported to the audit committee.
  - d. Audit committee approves findings and recommendations.
  - e. Audit committee ensures that findings and recommendations are addressed by the appropriate officers or employees.
  - f. Feedback provided to the complainant, if requested.

## 7. Implement an Internal Audit Function

### Definition

An internal audit function is an organizational initiative to monitor and analyze the entity's own operations in order to determine how well it conforms to a set of specific criteria, such as laws, policies, or best practices. Internal auditors are independent of the work they audit, but are very familiar with it so as to allow them to determine compliance with the requirements for that work.



## Overview

An internal audit may focus on financial operations, systems, processes, or compliance. As part of the internal audit plan, auditors try to find discrepancies between operational design and operational reality. Internal audits also help uncover evidence of fraud, waste, or abuse. If internal auditors find discrepancies or inappropriate activities, they document and report them to entity leadership who can prioritize and direct corrective action.

The frequency of internal audits will depend on the department or process being examined. Some types of operations may require daily audits for quality control, others may require only an annual audit of records.

Internal audit plans act as a pre-emptive step in maintaining operational efficiency and financial reliability, as well as safeguarding assets.

## Implementation

An internal audit function should be formalized by the adoption of an Internal Audit Charter which identifies who is responsible to oversee the internal audit function and who will perform the internal audits.

Those responsible for internal audits should adopt an audit plan which identifies what will be audited and when it will be audited. The audit plan should be reviewed regularly, usually once per year.

## Adaptation for small entities

Only the largest of our local governments can justify a full-time internal auditor. Most local governments can execute an effective internal audit program by contracting with an audit professional to work a few days a year. To eliminate added costs entirely, some entities may coordinate with peer entities and utilize each other's financial staff to act as internal auditors. Keep in mind, internal auditors need a solid understanding of audit principles and should use work programs that are designed to effectively identify violations of the laws or policies they are auditing.

# 8. Use an Audit Committee

## Purpose

An audit committee assists the governing body in its financial oversight responsibilities.

## Membership

We recommend that members of the audit committee are a subset of the governing body. An audit committee should have a financial expert who is not a member of management. This can be achieved by having a governing body member who is a financial expert, or acquiring the assistance of a volunteer or paid professional financial expert. Finance officers from other local governments should be considered when looking for a financial expert, as they are independent and have a working knowledge of government accounting issues.

## Functions

An audit committee must ensure the following:

1. Management develops and enforces systems that ensure the entity accomplishes its mission effectively and efficiently while complying with laws and regulations.
2. The internal audit function objectively assesses the effectiveness of management's internal control program.
3. Financial statement audits are performed by a qualified, independent accounting firm and issues identified during those audits are reviewed and resolved as appropriate.
4. Hotline complaints are investigated and findings are addressed by the governing body.

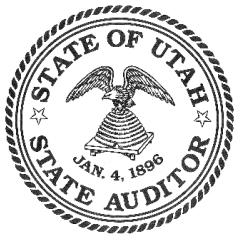
## Risk Score

We have developed a five-level assessment score that is intended to communicate the entity's risk of undetected fraud, abuse, or noncompliance. The levels are based upon points assigned to each of the recommended measures. Since some measures are more effective than others, the most effective measures are assigned the most points. As more measures are adopted the score improves. The higher the score, the lower the risk.

The scale and corresponding levels are as follows:

- Very Low
- Low
- Moderate
- High
- Very High

See the *Fraud Risk Assessment Questionnaire* (attached) for specific points assigned to each measure and how point totals correspond to the risk scale.



Revised December 2020

## Fraud Risk Assessment

### INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking “Yes” on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked “Yes” and enter the total on the “Total Points Earned” line.
- Based on the points earned, circle/highlight the risk level on the “Risk Level” line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

# Fraud Risk Assessment

Continued

\*Total Points Earned: \_\_\_\_/395 \*Risk Level:

Very Low	Low	Moderate	High	Very High
> 355	316-355	276-315	200-275	< 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?		200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?		5
b. Procurement?		5
c. Ethical behavior?		5
d. Reporting fraud and abuse?		5
e. Travel?		5
f. Credit/Purchasing cards (where applicable)?		5
g. Personal use of entity assets?		5
h. IT and computer security?		5
i. Cash receipting and deposits?		5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?		20
a. Do any members of the management team have at least a bachelor's degree in accounting?		10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training ( <a href="http://training.auditor.utah.gov">training.auditor.utah.gov</a> ) within four years of term appointment/election date?		20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?		20
7. Does the entity have or promote a fraud hotline?		20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?		20

\*Entity Name: \_\_\_\_\_

\*Completed for Fiscal Year Ending:

\*Completion Date:

\*CAO Name: \_\_\_\_\_ \*CFO Name: \_\_\_\_\_

\*CAO Signature: \_\_\_\_\_ \*CFO Signature: \_\_\_\_\_

\*Required

# Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?				
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?				
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".				
4. Are all the people who have access to blank checks different from those who are authorized signers?				
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?				
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?				
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".				
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".				
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".				
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?				
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".				
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".				

\* MC = Mitigating Control



Revised December 2020

## Basic Separation of Duties

Continued

**Instructions:** Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered “Yes.” 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

☹ If any of the questions were answered “No,” and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

### Definitions:

**Board Chair** is the elected or appointed chairperson of an entity’s governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

**Clerk** is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

**Chief Administrative Officer (CAO)** is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

**General Ledger** is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

**Mitigating Controls** are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

**Original Bank Statement** means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity’s place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

**Treasurer** is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.



# Basic Separation of Duties

## Continued

**Instructions:** Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered “Yes.” 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

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# Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	✓			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".			✓	
4. Are all the people who have access to blank checks different from those who are authorized signers?	✓			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	.		✓	
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	✓			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	✓			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	✓			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

\* MC = Mitigating Control





Revised December 2020

## Fraud Risk Assessment

### INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking "Yes" on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked "Yes" and enter the total on the "Total Points Earned" line.
- Based on the points earned, circle/highlight the risk level on the "Risk Level" line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.



# Fraud Risk Assessment

Continued

\*Total Points Earned: 270 /395 \*Risk Level: Very Low Low Moderate High Very High  
 > 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	<input checked="" type="checkbox"/>	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?		5
b. Procurement?		5
c. Ethical behavior?		5
d. Reporting fraud and abuse?		5
e. Travel?		5
f. Credit/Purchasing cards (where applicable)?		5
g. Personal use of entity assets?		5
h. IT and computer security?		5
i. Cash receipting and deposits?		5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	<input checked="" type="checkbox"/>	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	<input checked="" type="checkbox"/>	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training ( <a href="http://training.auditor.utah.gov">training.auditor.utah.gov</a> ) within four years of term appointment/election date?	<input checked="" type="checkbox"/>	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	<input checked="" type="checkbox"/>	20
7. Does the entity have or promote a fraud hotline?		20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?		20

\*Entity Name: Hideout Town

\*Completed for Fiscal Year Ending: 6/30/2021 \*Completion Date: 6/4/2021

\*CAO Name: \_\_\_\_\_ \*CFO Name: Wesley Bingham

\*CAO Signature: \_\_\_\_\_ \*CFO Signature: Wesley Bm

\*Required

**File Attachments for Item:**

2. Discussion and Possible adoption of Ordinance 2021-O-XX regarding dark skies

## 10.16 DARK SKIES LIGHTING

### 10.16.02 PURPOSE

It is the purpose and intent of this code to balance the goals of Hideout, to maintain its small-town character with the need to limit glare and light trespass, reduce night sky glow, conserve energy, provide safe lighting practices, and promote Dark Skies initiatives, while protecting individual property rights.

1. The use of outdoor lighting is often necessary for adequate nighttime safety and utility, but common lighting practices can also interfere with other legitimate public concerns. Principal among these concerns are:
  - a. The degradation of the nighttime visual environment by production of unsightly and dangerous glare.
  - b. Lighting practices that interfere with the health and safety of Hideout's citizens and visitors.
  - c. Unnecessary waste of energy and resources in the production of too much light or wasted light.
  - d. Interference in the use or enjoyment of property which is not intended to be illuminated at night, and the loss of the scenic view of the night sky due to increased urban sky glow.
  - e. Protect the quality of the natural ecology in the area.
2. The concerns of safety, utility and aesthetic appearance need not compete. Good modern lighting practices can provide adequate light for safety and utility without excessive glare or light pollution. In nearly all cases, careful attention to when, where and how much nighttime lighting is needed will lead to better lighting practices.
3. Accordingly, it is the intent of this code to require lighting practices and systems which will minimize or eliminate light pollution, glare, light trespass, and conserve energy while maintaining nighttime safety, utility, security and productivity.
4. In support of dark skies, events will be held two times per year to educate our community both about the value of this effort as well as about the sky itself. These events will be coordinated by the town of Hideout and may include visiting speakers and the creation of a dark skies community club or committee. These efforts will allow the Town of Hideout to pursue certification as a Dark Skies Community with the International Dark Skies Association.
5. Enforcement of this effort will be conducted by the enforcement officer under the direction of the mayor.

### 10.16.04 DEFINITIONS

Correlated color temperature (CCT): the temperature at which a blackbody emits radiant energy competent to evoke a color the same as that evoked by radiant energy from a given source (such as a lamp).

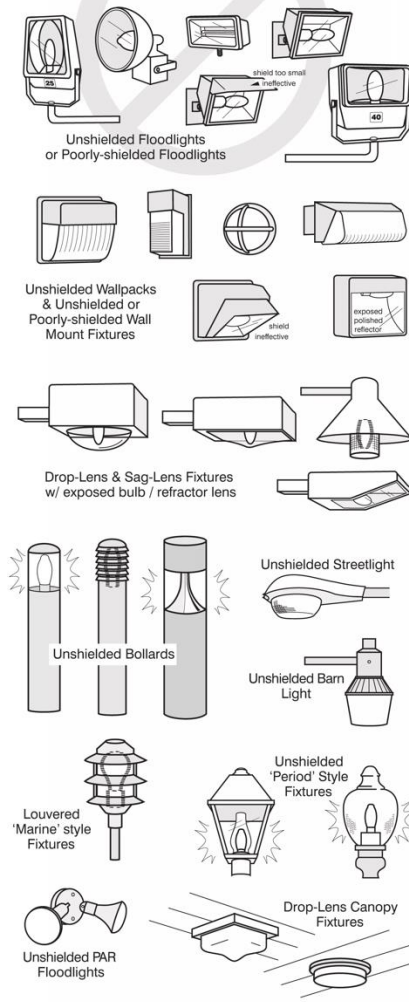
Dark sky fixture or fully shielded: any light fixture that is designed or shielded in such a manner that all light rays emitted by the fixture, either directly from the lamps or indirectly from the fixture are projected below a horizontal plane running through the lowest point of the shield.



## Examples of Acceptable / Unacceptable Lighting Fixtures

### Unacceptable / Discouraged

Fixtures that produce glare and light trespass



### Acceptable

Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night



Illustrations by Bob Crelin © 2005. Rendered for the Town of Southampton, NY. Used with permission.

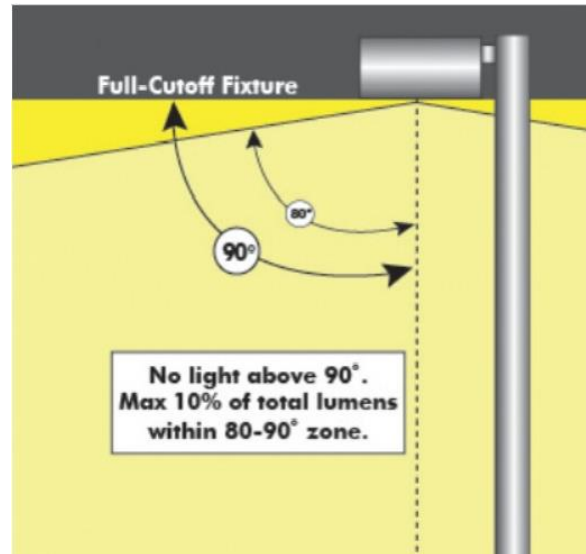
*The lights on the left are non-conforming. Those on the right can be used in most cases. Depending on the mounting height and proximity to the property line, additional shielding may be necessary to prevent the luminous elements from being visible from any other property.*

**Dark sky shield:** anything that is used to shield a light fixture so that it behaves as a fully shielded fixture. These include but are not limited to, for example, fixtures outfitted with caps or housings or installed under canopies, building overhangs, roof eaves or shielded by other structures, objects or devices.

**Electronic messenger system (EMS):** electronic messenger system with scrolling messages.

**Emergency lighting:** lighting as required by civil officers, agents, utilities and officials to perform their duties to maintain the public health, safety and welfare.

**Full Cut-off Fixtures:** fixtures, as installed, that are designed or shielded in such a manner that all light rays emitted by the fixture, either directly from the lamps or indirectly from the fixture, are projected below a horizontal plane running through the lowest point on the fixture where light is emitted.



*Full cutoff fixtures do not allow any light to be emitted above the fixture. The fixture controls glare by limiting the light output at 10 degrees below the horizontal.*

**Holiday lighting:** temporary lighting for a specific celebration which may be one of the following types:

- Holiday lighting is permitted from December 1<sup>st</sup> – March 31<sup>st</sup> and must be turned off from midnight to 6am daily.
- Festoon type low-output lamps, limited to small individual bulbs on a string.
- Uplighting of wreaths and similar holiday items is permitted provided that individual lamps are less than 10 watts and 70 lumens.
- Low-output lamps (less than 50 watts and 750 lumens) used to internally illuminate yard art.
- Flood or spotlights producing less than 2000 lumens each whose light source is not visible from any other property.

**Kelvin:** relating to, conforming to, or having a thermometric scale on which the unit of measurement equals the Celsius degree and according to which absolute zero is equal to –273 degrees Celsius.

**Light fixture:** any device intended to produce outdoor illumination.

**Light trespass:** light emitted from fixtures designed or installed in a manner that unreasonably causes light to fall on a property other than the one where the light is installed, in a motor vehicle driver's eyes, or upwards toward the sky.

**Lumen:** a unit of luminous flux equal to the light emitted in a unit solid angle by a uniform point source of one candle intensity.

**Major addition:** enlargement of 25% or more of the buildings gross floor area, seating capacity, or parking spaces, either with a single construction project or cumulative series of construction projects after the enactment of this ordinance. The term also includes replacement of 25% or more of installed outdoor lighting.

**Minor addition:** enlargement of less than 25% of the buildings gross floor area, seating capacity or parking spaces, either with a single construction project or cumulative series of construction projects after the enactment of this ordinance. The term also includes replacement of less than 25% of installed outdoor lighting.

**Motion sensor:** any device that turns a light fixture on when it detects motion and off when motion stops or very shortly thereafter (5-10 minutes).

**Nits (candela):** the base unit of luminous intensity in the International System of Units that is equal to the luminous intensity in a given direction of a source which emits monochromatic radiation.

**Switch:** any device that can be manually controlled by a person to turn a light fixture on and off. For the purpose of this chapter, switches include motion sensors, but switches do not include light sensors or timers.

**Temporary:** refers to lighting as required by citizens to carry out legally approved activities for durations as specified in the permits for those activities. These include but are not limited to, for example, activities such as nighttime agricultural operations, construction work lighting, and seasonal decorations, but in no case for more than a period of 60 days without an exemption granted by the town of Hideout.

## **10.16.06      APPLICABILITY AND EXEMPTIONS**

All exterior outdoor lighting installed after the effective date hereof in the town shall conform to the requirements established by this chapter. This chapter does not apply to indoor lighting. However, light trespass from interior lighting that negatively impacts adjacent properties is also prohibited.

1. Exemptions.
  - a. Temporary lighting for decoration/seasonal, theatrical, television, performance areas, and construction sites, except as allowed by permit at the discretion of the town council.
  - b. Town entrance lighting such as trees with strings of white lighting at the intersection of North Hideout Trail and SR248 and the trees within the traffic circle at the western terminus of North Hideout Trail.
  - c. Underwater lighting in swimming pools and other water features.
  - d. Lighting that is only used under emergency conditions.
  - e. Lighting required by federal, state, county or city ordinances and regulations.
  - f. Outdoor recreational facilities are exempt from lumen cap and shielding but must comply with 3,000 degrees Kelvin temperature requirement. Lights must be extinguished promptly after a sponsored event.

## 10.16.08 OUTDOOR LIGHTING STANDARDS.

1. Temperature of Lamps. Lamps shall not exceed a maximum correlated color temperature (CCT) of 3,000 degrees Kelvin.
2. Lamp and Shielding. All light fixtures are required to be fully shielded and installed so that the shielding complies with the definition of a fully shielded light fixture.
3. Light Trespass Standard. All light fixtures, including motion sensing fixtures and security lighting, shall be aimed and shielded so that the direct illumination shall be confined to the property boundaries of the source, including any public or private street or road.
4. Signs:
  - a. Front Lit: Any light with the intention to illuminate a sign must be oriented from the top and shine down.
  - b. Back Lit:
    - I. The sign design may not contain any more than 10 percent white, including lettering.
    - II. Transparent or clear materials are not allowed.
    - III. Nonface portions of the sign (e.g., background and sides) shall be made of completely opaque material.
    - IV. Internal lights must not exceed 3,000 degrees Kelvin if greater than or equal to 1,500 lumens.
  - c. Neon: Any sign consisting of more than three feet of neon must be extinguished no more than four hours after sundown during daylight savings and six hours during regular mountain time.
  - d. Electronic:
    - I. EMS signs are for public safety purposes only and prohibited for private or commercial use.
    - II. Luminance levels for operation after sundown and until sunrise shall not exceed 100 nits (candela per square meter) as measured under conditions of a full white display.
    - III. Messages appearing on Electronic Messenger Systems (EMS) shall not be displayed for less than 30 seconds and require no longer than 0.25 seconds to transition from one message to another. Moving text is prohibited.
    - IV. The luminous surface area of an individual EMS shall not exceed 50 square feet.
    - V. EMSs shall not be placed within 1,500 feet (300 meters) of other off-premises changeable electronic variable message sign on the same side of the highway, regardless of face orientation.
    - VI. EMSs shall not be placed within 1,500 feet (300 meters) of residential areas.
    - VII. The device owner or the permit holder shall continuously monitor signs 24 hours per day, including monitoring the reliability of hardware, software, network and other support infrastructure.
    - VIII. Signs shall contain a default mechanism so that in the event 10 percent or more of an EMS's LED emitters have failed, the sign will immediately revert to an unlit black screen and remain in such condition until the malfunction is corrected.
5. Parking Lots:
  - a. Spot or flood lighting of parking lots from a building or other structure is prohibited.



- b. The overall height of any light post used to illuminate parking lots in commercial zones shall not exceed 20 feet. All post mounted parking lot lights shall be set back from property lines a distance that is determined appropriate by the planning commission.
- c. The overall height of any light post used to illuminate parking lots in residential zones shall not exceed 16 feet.
- d. The lighting in commercial parking lots must be turned down by at least 75% of all light fixtures (or 75% of total light emitted) two (2) hours after closing time in the evening or from 10pm to 6am, whichever is the most restrictive.
- e. All parking lot lighting shall use full cutoff fixtures.
- 6. Gas Station Canopies. Gas station canopies may be illuminated, provided all light fixtures are mounted on the undersurface of the canopy, all light fixtures are full cutoff and diffusers are not visible from locations off the property. Except for directed beam lighting, merely placing the fixtures on the underside of the canopy does not qualify as fully shielding the light fixture. Directed beam lighting mounted under the canopy is allowed, provided the light source cannot be seen from outside the property boundaries.
- 7. Total Outdoor Light Output Standards – Commercial and Multifamily Uses.
  - a. Total outdoor light output shall not exceed 15,000 lumens per net acre for all development except single-family residential uses. This cap is not intended to be achieved in all cases or as a design goal. Instead, design goals should be the lowest levels of lumens necessary to meet the lighting requirements of the site.
  - b. Seasonal decorations are not counted toward this limit.
- 8. Total Outdoor Light Output Standards – Single-Family Residential Uses:
  - a. Outdoor lighting for single-family residential uses is subject to a lumen per net acre cap of 10,000 lumens net.
  - b. Outdoor lighting for single-family residential uses is subject to the lamp fixture and shielding requirements.
- 9. Roadway/Streetlights. Streetlights are allowable as recommended by the public works administrator or town council. All streetlights shall utilize lamp types that are energy efficient and minimize sky glow and other negative impacts of artificial lighting. They shall not exceed 10,000 lumens per net acre. Lighting shall meet safety concerns with a goal of using the lowest levels of lumens necessary.
- 10. New Public Lighting – Streetlights/Public Property and Rights-of-Way:
  - a. All new streetlights are allowed as recommended by public works administrator and town council. They will adhere to all standards as indicated including energy efficient lighting which minimizes sky glow. They shall not exceed 10,000 lumens per net acre. Lighting shall meet safety concerns with a goal of using the lowest levels of lumens necessary.
  - b. Public Property. Properties owned by Hideout such as parks and other community gathering spaces will adhere to all standards as indicated. They will adhere to all standards as indicated including energy efficient lighting which minimizes sky glow. Lighting shall meet safety concerns with a goal of using the lowest levels of lumens necessary.
  - c. Rights-of-Way. All rights-of-way will adhere to all standards as indicated including energy efficient lighting which minimizes sky glow. Lighting shall meet safety concerns with a goal of using the lowest levels of lumens necessary.

- d. All new public lighting will be part of the planning and zoning process in which public buildings, public property and rights-of-way lighting is determined. This will be incorporated as part of the zoning process moving forward to ensure compliance with this chapter.

11. Prohibited Lighting:

- a. Up lighting to illuminate buildings, other structures or vegetation.
- b. Flashing, blinking, intermittent or other lights that move or give the impression of movement, not including temporary holiday lighting.
- c. Floodlights or spotlights affixed to buildings for the purpose of lighting parking lots or sales display lot areas.
- d. Searchlights, laser source lights or any similar high intensity light.
- e. Except when used in window signage pursuant to subsection (10.16.06 (4.C) of this section, neon or luminous tube lighting, either when outdoor mounted or indoor mounted, if visible beyond the property boundaries.

### **10.16.10 LIGHTING CONTROL.**

1. Light fixtures with motion sensors and/or timers are required to minimize the duration of nighttime lighting from midnight to 6 a.m.
2. Fully shielded fixtures are required where any lights, even those below 1,500 lumens, are mounted on structures or poles higher than the first level above ground level to protect the view of the night sky, minimize ground reflection, and reduce light scatter beyond the property line.
3. Statuary and flags shall be lit from above to minimize sky glow.

### **10.16.12 IMPLEMENTATION.**

1. New Uses, Buildings and Major Additions or Modifications: All building permit applications must include an outdoor lighting plan which includes the following information:
  - a. The location of all existing and proposed light fixtures (may be included on site plan).
  - b. Specification sheets for all existing and proposed light fixtures.
  - c. Acknowledgement that the Applicant has received notification of this Article.
  - d. Verification that a residential or commercial construction project requiring a building permit application has complied with the provisions of this code section shall occur during the final electrical inspection done by the towns designated building inspector.
2. Minor Additions or modifications: If the work requires a permit than the procedures shall be the same as for a Major addition.
3. New Lighting. Any new lighting on the site shall meet the requirements of this code with regard to shielding and lamp type; the total outdoor light output after the modifications are complete shall not exceed that on the site before the modification, or that permitted by this code, whichever is larger.
4. Resumption of Use after Abandonment. If a property or use with nonconforming lighting is abandoned, then all outdoor lighting shall be reviewed and brought into compliance with this code before the use is resumed.
5. Existing Lighting: On or before three years, all outdoor lighting shall comply with this code. This may be done through replacement or retrofitting.
6. Public Roadways:

- a. In general, this code does not apply to county and state rights-of-way. However, all new streetlights on such roadways or rights-of-ways must be fully shielded.

#### **10.16.14 ENFORCEMENT AND PENALTIES.**

All code, including lighting code, requires enforcement. Lighting code enforcement is essential to achieving a sustained reduction of light pollution and conservation of the night sky.

1. The penalty for violation of any portion of this chapter shall be:
  - a. First Notice. A notice to the property owner requesting compliance within three months.
  - b. Second Notice. If after three months the violation exists a notice will be given to appear before the Hideout Town Council to discuss options to come into compliance.
  - c. Third Notice. If after six months a violation of the provisions of this chapter shall be an infraction punishable by penalties up to \$1,000 per day per residential/commercial unit.
2. Violations regarding 10.16.10 lighting control (not withstanding 10.16.14.1) :
  - a. First notice. A notice to the property owner requesting compliance within 72 hours.
  - b. Second notice. If after 72 hours a violation of this light control shall be an infraction punishable by penalties up to \$50 per day until compliance.

#### **10.16.16 CONFLICTS.**

Where any provision of federal, state, county, or city statutes, codes, or laws conflicts with any provision of this code, the most restrictive shall govern unless otherwise regulated by law. If any provision of the Hideout Town Code should conflict with the provisions of this chapter, this chapter shall supersede and be the controlling and enforceable provision.

**File Attachments for Item:**

3. Discussion and possible adoption of Ordinance 2021-O-XX amending Title 5 Chapter 4 regarding nuisance definitions and enforcement for solid waste and stagnant water

## ORDINANCE #2021-O-06

ORDINANCE AMENDING TITLE 5 CHAPTER 4 REGARDING NUISANCE DEFINITIONS AND ENFORCEMENT FOR SOLID WASTE AND STAGNANT WATER AND AMENDING TITLE 13 CHAPTER 4 INSPECTION PROCEDURES AND CHAPTER 8 13.08 RECOVERY OF CODE ENFORCEMENT PENALTIES AND COSTS.

WHEREAS, residential and commercial construction projects produce significant solid waste and refuse that accumulate at the construction site and adjoining properties;

WHEREAS, such accumulation of solid waste is hazardous to the health and safety of people, pets, and wildlife, and creates a public nuisance.

WHEREAS, residential and commercial construction purposely or incidentally create collections of surface water either through excavations or water features;

WHEREAS, when such surface water is not allowed to drain or treated the water becomes stagnant;

WHEREAS, stagnant water repels wildlife, creates a foul smell, becomes a breeding ground for unwanted insects, and is hazardous to the health and safety of people and pets which creates a public nuisance;

WHEREAS, the Hideout Town Council has determined it is advisable to amend the nuisance ordinance to protect the health and safety of residents and visitors.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF HIDEOUT, UTAH, THAT:

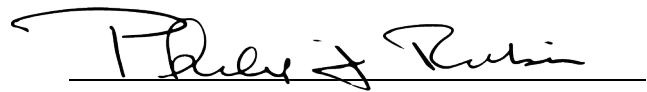
SECTION I: Amend Chapter 5.04 Sections 5.04.010 through 5.04.040 and 5.04.100 of the Hideout Town Code is hereby amended as redlined (Exhibit 1).

SECTION II: Amend Chapter 13.04 Section 13.04.050 and Chapter 13.08 Section 13.08.010 of the Hideout Town Code is amended as redlined (Exhibit 2).

Section III: Effective Date. These amendments shall take effect upon publication.

PASSED AND ADOPTED by the Town Council of Hideout, Utah, this 10<sup>th</sup> day of June in the year 2021.

TOWN OF HIDEOUT

  
Phil Rubin, Mayor

ATTEST:

  
Alicia Fairbourne Town Clerk



Exhibit 1: Chapter 5.04 Sections 5.04.010 through 5.04.040 and 5.04.100

Exhibit 2: Section 13.04.050

## EXHIBIT 1

## TITLE 5 Health and Sanitation

## CHAPTER 4 Nuisances

**5.04.010 FINDINGS AND PURPOSE**

- A. The Town of Hideout council finds that conditions on real property in the town may constitute nuisance in that these conditions:
1. Provide a breeding ground for insects and vermin;
  2. Provide habitations for insects and vermin;
  3. Create a fire hazard;
  4. May attract children to unsafe areas; and
  5. Detract from the attractiveness of neighborhoods in the town.
- B. Such conditions include:
1. Storing of junk, garbage, trash, refuse, and solid waste on real property;
  2. Allowing weeds and other vegetation to become overgrown or otherwise uncared for; and
  3. Storing and maintaining abandoned or unsightly vehicles on real property.
  - 3.4. Stagnant water.
- C. It is the purpose of this chapter to:
1. Prevent fire hazards;
  2. Prevent insect, rodent, and other vermin infestations;
  3. Prevent induction of pollens into the air;
  4. Prevent further spread of vegetation that threatens the public health, safety and welfare;
  5. Abate the existence of conditions or objects, structures, or solid waste that threaten the public health, safety or welfare, or that create a public nuisance;
  6. Prevent the continued existence of unsightly or deleterious objects and structures upon property resulting from lack of maintenance, repair, or cleaning; and
  7. Enhance the appearance of property and reduce communication between criminal elements by elimination of graffiti on structures within the town.
- D. This chapter accomplishes its purposes by:
1. Identifying conditions on real property which are considered nuisances;
  2. Providing a procedure for abating these nuisances; and
  3. Providing penalties for the violation of this chapter.

**5.04.020 DEFINITIONS - NUISANCES**

As used in this chapter, the following words shall have the following meanings unless clearly indicated otherwise by the context:

**ABANDONED OR UNSIGHTLY VEHICLE:**

- A. Any vehicle which is inoperable by virtue of being wrecked, dismantled, partially dismantled or some similar condition.
- B. A vehicle which is kept in an enclosed structure out of sight of the general public shall not be considered abandoned for purposes of this chapter. For the purpose of this chapter, enclosed structure shall be a structure with four (4) walls and a roof and shall not include any type of fenced area.
- C. A vehicle which is being repaired or restored pursuant to a restoration permit issued under this code shall not be considered abandoned for purposes of this chapter. An abandoned or unsightly vehicle shall not include a vehicle that is properly located in an approved area of a business engaged in the sale, repair or restoration of vehicles, provided such approval is granted as part of a conditional use permit with site plan approval of the planning commission and town council. A vehicle used in a lawful agricultural use shall not be considered abandoned or unsightly under this chapter. Where the status of the vehicle is in question, the enforcement officer shall make the determination.

**ABATE:** To put an end to a condition which is considered to be a nuisance under the terms of this chapter.

**ENFORCEMENT OFFICER:** The Mayor, the Mayor's designee, or enforcement officer or sheriff's deputy appointed to enforce the terms of this chapter.

**ERADICATION:** The destruction of weeds by chemicals, cutting, disking, root removal, rototilling, or any other method approved by the enforcement officer.

**GRAFFITI:** The unauthorized spraying of paint or marking of ink, chalk, dye, or other similar substances on public or private property or structures. For the purposes of Utah Code § 10-11-1, graffiti is deemed to be deleterious and unsightly.

**OWNER:** Any person who, alone or jointly or severally with others:

- A. Has legal title to any real property, premises, dwelling or dwelling unit, with or without accompanying possession; or
- B. Has charge, care or control of any property, dwelling or dwelling unit, as legal or equitable owner, agent of the owner, lessee, as the executor, executrix, administrator, administratrix or guardian of the estate of the owner, or as trustee of any trust which owns the property.

**PERSON:** An individual, public or private corporation and its officers, partnership, limited liability company, association, firm, trustee, executor or executrix of an estate, administrator or administratrix of an estate, the state of Utah or its departments, institution, bureau, agency, municipal corporation, county, town, political subdivision, or any other entity recognized by law.

**STAGNANT WATER:** Any body of water on real property including a lake, pond, stream, marshland, river, tank, canal, raceway, pond, or reservoir, that is not flowing, running, filtered or agitated, and stale or foul smelling.

**PROPERTY:** Any form of real property, together with all improvements to the real property, such as:



- A. Habitable structures,
- B. Other structures,
- C. All other items which are appurtenant to the property,
- D. Visible or tangible objects on the property, such as hedges, other vegetation, and automobiles, and
- E. Park strip contiguous to a parcel of property.

**SOLID WASTE:** An accumulation of any of the following that is not contained in a covered waste receptacle.

- A. Garbage, refuse, trash, rubbish, junk, hazardous waste, dead animals, sludge, liquid or semi-liquid waste;
- B. Spent, useless, worthless, or discarded materials;
- C. Material stored or accumulated for the purpose of discarding the materials;
- D. Materials which have served their original purpose and have become worthless or useless; or
- E. Waste or abandoned materials resulting from construction, building, industrial, manufacturing, mining, commercial, agricultural, residential, institutional, recreational, or community activities.
- F. Animal waste.
- G. The term "solid waste" does not include:
  1. Solid or dissolved materials in domestic sewage or in irrigation return flows, or discharges for which a permit is required under the Utah water quality act, Utah Code § 19-5-101 et seq., or
  2. Materials regulated under the federal water pollution control act, 33 United States Code §1251 et seq.

**STRUCTURE:** Anything constructed or erected on property which is located above or below ground, specifically including, but not limited to, fences, wells, poles, buildings, homes, dwellings, and sheds.

**UNSIGHTLY:** Dilapidated, ill-kept, or in disrepair to the extent that it is offensive to the visual sense to a reasonable person, in accordance with the findings and purposes of this chapter. Any water retention mechanism displaying a visible liner is considered unsightly.

**WEEDS:**

- A. Vegetation which poses a fire hazard;
- B. Vegetation that is noxious, a nuisance or dangerous as reasonably determined by the enforcement officer;
- C. Grasses, stubble, brush, tumbleweeds, clippings, and cuttings that endanger the public health and safety by creating:
  1. A fire hazard,
  2. A breeding ground for insects, rodents or other vermin, or

3. A habitation for insects, rodents or other vermin;

- D. Poison ivy; or
- E. Plants specified as noxious weeds in the Utah noxious weed act, Utah Code § 4-17-1 et seq., and any regulations promulgated under the Utah Noxious Weed Act.
- F. Plants which are growing on a hillside with a slope of twenty five percent (25%) and which are necessary to stabilize the hillside or to prevent erosion of the hillside shall not be considered weeds.

#### **5.04.030 JURISDICTION**

The municipality has jurisdiction to declare what shall be a nuisance, and abate the same, and impose fines upon persons who may create, continue or suffer nuisances to exist under Utah Code § 10-8-60 or its successor.

All enforcement of this chapter, including the issuing of notices and citations and abatement as described in this chapter shall be subject to the direction and control of the enforcement officer. The enforcement officer may call upon other town departments and employees in accomplishing the purposes of this chapter.

#### **5.04.040 RESPONSIBILITIES OF ENFORCEMENT OFFICER**

The enforcement officer shall make inspections of property located within the town and may issue notices and citations under this chapter or issue an administrative citation. The enforcement officer may also abate nuisances as described in this chapter.

##### **A. Inspections:**

1. The enforcement officer may make inspections on the property with the consent of the owner of property.
2. If the owner refuses to consent to an inspection, the enforcement officer may observe conditions on the property from a public place or from neighboring property with the consent of the owner of the neighboring property. The enforcement officer may issue a notice or a citation under this chapter based upon his observations from public property or from neighboring property.
3. If the owner refuses to consent to an inspection, the enforcement officer may obtain an administrative search warrant from an appropriate court to complete the inspection.
- 3.—The enforcement officer may not inspect the interior of a structure unless such inspection is required for the demolition and removal of the structure.

- B. Records:** The enforcement officer shall keep records of all of his enforcement activities and all facts which the enforcement officer shall find which relate to whether a particular property is in compliance with the terms of this chapter. During any period that the town provides its own enforcement, a property owner shall submit a request for records or reports to the enforcement officer, who shall provide the owner with a copy of the reports as required by law.

C. If the enforcement officer conducts an inspection, the enforcement officer shall deliver notice of the inspection as follows:

1. The municipal inspector shall serve written notice to a property owner of record according to the records of the county recorder or
2. The municipal inspector may serve written notice to a non-owner occupant of the property or another person responsible for the property who is not the owner of record, including a manager or agent of the owner, if the property owner is not an occupant of the property;
3. The municipal inspector may serve the written notice:
  - (i) in person or by mail to the property owner of record, if mailed to the last-known address of the owner according to the records of the county recorder; or
  - (ii) in person or by mail to a non-owner occupant or another person responsible for the property who is not the owner of record if mailed to the property address.
4. In the written notice, the municipal inspector shall:
  - (i) identify the property owner of record according to the records of the county recorder;
  - (ii) describe the property and the nature and results of the examination and investigation conducted; and
  - (iii) require the property owner, occupant, or, if applicable, another person responsible for the property to:
    - (A) eradicate or destroy and remove any identified item examined and investigated; and
    - (B) comply with Subsection (4)(iii)(A) above in a time period designated by the municipal inspector but no less than 10 days after the day on which notice is delivered in person or post-marked.
5. (d) For a notice of injurious and noxious weeds described in Subsection (2)(a), the municipal inspector is not required to make more than one notice for each annual season of weed growth for weeds growing on a property.

4.6. The municipal inspector shall serve the notice under penalty of perjury.

### **5.04.100 NUISANCE CONDITIONS**

The following conditions on real property shall constitute a nuisance under this chapter and the Enforcement Officer may abate these conditions, or issue a criminal citation to the owner under HMC 5.04.190, "Criminal Prosecution", with or without providing notice as provided in HMC 5.04.120, "Notice" or issue an administrative citation:

- A. Vegetation on private property which, due to its proximity to any public property or right of way interferes with the public safety or lawful use of the public property or right of way, or interferes with the town's clear view as defined in this code.
- B. Weeds on property (including abutting park strips, alleys, or street edges) which have grown to a height exceeding six inches (6") or which have grown on or over a sidewalk.

- C. An accumulation of weeds, solid waste, structures, or other objects on the property which is detrimental to health or safety.
- D. An accumulation of weeds, solid waste, structures, or other objects on the property which has become a fire hazard.
- E. An accumulation of weeds, solid waste, structures, or other objects on the property which has become a source of contamination or pollution of water, air, soil or property.
- F. An accumulation of weeds, solid waste, structures, or other objects on the property which has become a breeding place or habitation for insects, rodents, or other vermin.
- G. Weeds determined to be especially injurious to public health, crops, animals, land, or other property.
- H. An accumulation of solid waste, structures, equipment, or vehicles on a property that is unsightly unless there is an active building permit that requires the use of such items.
- G.I. Stagnant Water.

## **Chapter 13.04 ADMINISTRATIVE CODE ENFORCEMENT PROCEDURES**

### **13.04.040 INSPECTIONS**

It shall be the duty of the responsible person served with a Notice of Violation to request an inspection when his or her property has been brought into compliance. It is prima facie evidence that the violation remains on the property if no inspection is requested. Civil penalties accumulate daily until the property has been inspected and a notice of compliance is issued. Reinspection fees shall be assessed if more than one inspection is necessary.

1. The enforcement officer may make inspections on the property with the consent of the owner of property.
2. If the owner refuses to consent to an inspection, the enforcement officer may observe conditions on the property from a public place or from neighboring property with the consent of the owner of the neighboring property. The enforcement officer may issue a notice or a citation under this chapter based upon his observations from public property or from neighboring property.
3. If the owner refuses to consent to an inspection, the enforcement officer may obtain an administrative search warrant from an appropriate court to complete the inspection.
3. The enforcement officer may not inspect the interior of a structure unless such inspection is required for the demolition and removal of the structure .

## **Chapter 13.08 RECOVERY OF CODE ENFORCEMENT PENALTIES AND COSTS**

### **13.08.010 CODE ENFORCEMENT TAX LIENS**

- A. Declaration of Purpose: The Town Council finds that recordation of code enforcement tax liens will assist in the collection of civil penalties, administrative costs, and administrative fees assessed by the administrative code enforcement hearing program or judicial orders. The Town Council further finds that collection of civil penalties, costs, and fees assessed for code enforcement violations is important in deterring future violations and maintaining the integrity of the Town's code enforcement system. The procedures established in this Section shall be used to complement existing administrative or judicial remedies that may be pursued to address violations of the Town Code or applicable state codes.
- B. Procedures for Tax Liens Without a Judgement:
  1. Once the Town has abated a property for weeds, garbage, refuse, or unsightly or deleterious objects or structures, the Ordinance Enforcement Officer shall prepare three copies of the Itemized Statement of Costs incurred in the removal and destruction of the violations and deliver it to the Town Treasurer within 10 days after completion of the work of removing the violations.

2. The Ordinance Enforcement Officer shall send, by ~~registered~~certified mail to the property owner's last known address, the occupant of the property, or other person responsible for the real property, a copy of the Itemized Statement of Costs informing him or her that a code enforcement tax lien is being recorded for the amount of actual costs of abatement. Payment shall be due within 20-30 calendar days from the date ~~of mailing~~on which the statement is post-marked.
3. Upon receipt of the Itemized Statement of costs, the Town Treasurer shall record a Code Enforcement Tax Lien against the property with the county treasurer's office.
4. The failure of any person with a financial interest in the property to actually receive the notice of the lien shall not affect the validity of the lien or any proceedings taken to collect the outstanding costs of abatement.

C. The itemized statement of costs shall include:

1. The address of the real property;
2. An itemized list of and demand for payment for all expenses, including administrative expenses, incurred by the municipality to enforce municipal code requirements;
3. The address of the municipal treasurer where payment may be made for the expenses; and
4. Notify the property owner:
  1. That failure to pay the expenses described in the itemized statement may result in a lien on the property pursuant to Utah Code Ann. § 10-11-4.
  2. That the owner may file a written objection to all or part of the statement within 20 days after the day of the statement post-mark; and
  3. Where the owner may file the objection, including the municipal office and address.

D. Objection and Hearing Procedure

1. If a property owner files a timely, written objection to the itemized statement, the municipality shall:
  - i. Hold a hearing in accordance with Title 52, Chapter 4, Open and Public Meetings Act; and
  - ii. Mail or deliver notice of the hearing date and time to the property owner.
2. At the hearing described in this section, the municipality shall review and determine the actual cost of abatement, if any, incurred by the municipality to enforce code requirements.
3. The property owner shall pay any actual cost due after a decision by the municipality at the hearing described in this subsection to the municipal treasurer within 30 days after the day on which the hearing is held.

C.E. Procedures for Tax Liens With a Judgement: Once a judgment has been obtained from the appropriate court assessing costs against the responsible person(s), the Town Ordinance Enforcement Officer may record a code enforcement tax lien against any real property owned by the responsible person(s).

D.F. Cancellation of Code Enforcement Tax Lien: Once payment in full is received outstanding civil penalties and costs, or the amount is deemed satisfied pursuant to a subsequent administrative or judicial order, the Town Ordinance Enforcement Officer shall either record a notice of satisfaction of judgment, or provide the property owner or financial institution with the notice of satisfaction of judgment so that it can record this notice with the county recorder's office. The notice of satisfaction of judgment shall include the same information as provided for in the original code enforcement tax lien. Such notice of satisfaction of judgment shall cancel the code enforcement tax lien.

**File Attachments for Item:**

4. Discussion and possible action on Resolution 2021-R-XX requesting admission to the Public Employees' Retirement System



## TOWN OF HIDEOUT

## RESOLUTION NO. 2021-R-05

A RESOLUTION REQUESTING ADMISSION TO THE PUBLIC EMPLOYEES'  
RETIREMENT SYSTEM

WHEREAS, Hideout Town is authorized to employ personnel on a full-time basis; and

WHEREAS, it is in the public interest to provide benefits authorized by Utah state law for the personnel by the Town; and

WHEREAS, it is the intent of the Town Council to approve and authorize coverage under Public Employees' Retirement Systems for Hideout Town personnel.

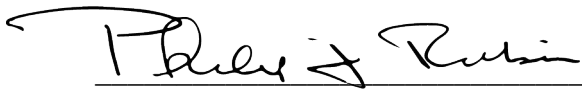
NOW THEREFORE, be it resolved by the Town Council of Hideout, Utah that the Town Administrator and Mayor are authorized to undertake all of the necessary actions to enroll the Town in the benefit programs of the Public Employees' Retirement Systems offered by Utah Retirement Systems, including the retirement coverage and death benefit coverage for qualified employees under the laws and regulations of the Utah Retirement Systems.

ADOPTED by the Town Council of Hideout, Utah, this 10 day of June, 2021.

Hideout Town

VOTING:

Council Member Chris Baier	Yea <u>x</u> No <u>   </u>
Council Member Jerry Dwinell	Yea <u>x</u> No <u>   </u>
Council Member Carol Haselton	Yea <u>x</u> No <u>   </u>
Council Member Bob Nadelberg	Yea <u>x</u> No <u>   </u>
Council Member Ralph Severini	Yea <u>x</u> No <u>   </u>

  
Phil Rubin, Mayor

ATTEST:

  
Alicia Fairbourne, Town Clerk

SEAL



**File Attachments for Item:**

5. Discussion and possible approval of an adjustment for planning fees on the Hideout Fee and Rate Schedule and adopt Resolution 2021-R-XX to revoke and replace the Fee and Rate Schedule

<b>Section 1.2 Planning Fees</b>		
<b>1.2.1 Development Fees</b>		
	<b>Current Fees</b>	<b>Proposed Fees</b>
Concept Review	\$2,000 (plus overage costs)	Application Fee: \$1,000
		Escrow Fee: \$2,500 (with a minimum required balance of \$500)
		Meetings: One (1) Planning Commission Meeting
Preliminary Subdivision (Residential) - Minor (5 Lots or Fewer)	\$4,500 + \$100/acre (plus overage costs) <i>*Preliminary Review not required if Applicant wishes to proceed directly to Final Review</i>	Application Fee: \$3,750 + \$100/acre <i>*Preliminary Review not required if Applicant wishes to proceed directly to Final Review</i>
		Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)
		Meetings: One (1) Planning Commission Meeting and Two (2) Town Council Meetings
Preliminary Subdivision (Residential) - Major (6 Lots or More)	\$6,000 + \$100/acre (plus overage costs)	Application Fee: \$5,500 + \$100/acre
		Escrow Fee: \$15,000 (with a minimum required balance of \$5,000)
		Meetings: One (1) Planning Commission Meeting and Two (2) Town Council Meetings
Preliminary Subdivision (Commercial/Other)	\$3,500 + \$750/acre (plus overage costs)	Application Fee: \$2,750 + \$750/acre
		Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)
		Meetings: One (1) Planning Commission Meeting and Two (2) Town Council Meetings

**TOWN OF HIDEOUT  
FEES AND RATES SCHEDULE**

**RESOLUTION** Item # 5. **X**  
**EFFECTIVE JULY** **1**

	<b>Current Fees</b>	<b>Proposed Fees</b>
Final Subdivision (Residential) - Minor (5 Lots or Fewer)	\$2,000 + \$100/acre (plus overage costs) if Preliminary Subdivision review complete; OR \$5,000 + \$100/acre (plus overage costs) if Preliminary Review not completed	\$2,000 + \$100/acre if Preliminary Subdivision review complete; <i>OR</i> \$5,000 + \$100/acre if Preliminary Review not completed
		Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)
		Meetings: One (1) Planning Commission Meeting and Two (2) Town Council Meetings
Final Subdivision (Residential) - Major (6 Lots or More)	\$6,500 + \$100/acre (plus overage costs)	Application Fee: \$5,000 + \$100/acre
		Escrow Fee: \$15,000 (with a minimum required balance of \$5,000)
		Meetings: One (1) Planning Commission Meeting and Two (2) Town Council Meetings
Final Subdivision (Commercial/Other)	\$3,500 + \$750/acre (plus overage costs)	Application Fee: \$3,000 + \$750/acre
		Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)
		Meetings: One (1) Planning Commission Meeting and Two (2) Town Council Meetings
Plat Amendment and Lot Combination	\$1,250 (plus overage costs)	Application Fee: \$1,250
		Escrow Fee: \$5,000 (with a minimum required balance of \$1,000)
		Meetings: One (1) Planning Commission Meeting and One (1) Town Council Meeting
Revised Development Plans	\$1,500 (plus overage costs)	Application Fee: \$1,500
		Escrow Fee: \$5,000 (with a minimum required balance of \$1,000)
		Meetings: One (1) Planning Commission Meeting
Subdivision Construction Fee	5% of construction costs (must be paid prior to commencement of any construction activity)	5% of construction costs (must be paid prior to commencement of any construction activity)

**TOWN OF HIDEOUT  
FEES AND RATES SCHEDULE**

**RESOLUTION** Item # 5. **X**  
**EFFECTIVE JULY** **1**

	Current Fees	Proposed Fees
1.2.2 Conditional Use Permit		
Conditional Use Permit	\$3,000 (plus overage costs)	Application Fee: \$1,500
		Escrow Fee: \$2,500 (with a minimum required balance of \$500)
		Meetings: One (1) Planning Commission Meeting and One (1) Town Council Meeting
1.2.3 Temporary Use Permit		
Temporary Use Permit	\$750 (plus overage costs)	Application Fee: \$750
1.2.4 General Plan Amendment		
Per Application	\$7,500 (plus overage costs)	Application Fee: \$7,500
		Escrow Fee: \$5,000 (with a minimum required balance of \$1,000)
		Meetings: Two (2) Planning Commission Meetings and One (1) Town Council Meeting
1.2.5 Zone Change Application		
Zone Change	\$5,000 + \$50/acre (plus overage costs)	Application Fee: \$3,000 + \$50/acre
		Escrow Fee: \$5,000 (with a minimum required balance of \$1,000)
		Meetings: Two (2) Planning Commission Meetings and One (1) Town Council Meeting
1.2.6 Annexations		
Pre-Application	\$7,500 (plus overage costs)	Application Fee: \$3,000
		Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)
		Meetings: Two (2) Planning Commission Meetings and One (1) Town Council Meeting

**TOWN OF HIDEOUT  
FEES AND RATES SCHEDULE**

**RESOLUTION** Item # 5. **X**  
**EFFECTIVE JULY** **1**

	<b>Current Fees</b>	<b>Proposed Fees</b>
Annexation Areas Exceeding 40 Acres (deposit submitted upon certification of completeness of pre-application and prior to filing annexation petition. When the deposit is depleted, the applicant shall submit another equivalent deposit for the continued review. All unused deposited funds will be reimbursed to the applicant upon completion of the annexation and agreements)	\$10,000 (plus overage costs)	Application Fee: \$7,500
		Escrow Fee: \$15,000 (with a minimum required balance of \$5,000)
		Meetings: Two (2) Planning Commission Meetings and Two (2) Town Council Meetings
Annexation Areas Less Than 40 Acres (deposit submitted upon certification of completeness of pre-application and prior to filing annexation petition. When the deposit is depleted, the applicant shall submit another equivalent deposit for the continued review. All unused deposited funds will be reimbursed to the applicant upon completion of the annexation and agreements)	\$7,500 (plus overage costs)	Application Fee: \$5,000
		Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)
		Meetings: Two (2) Planning Commission Meetings and Two (2) Town Council Meetings
Annexation Fiscal Impact Analysis plus actual cost of Town-approved consultant fee if greater than initial fee	\$2,500.00	Fee: \$3,500
Modification to Annexation Agreement	\$3,500 (plus overage costs)	Application Fee: \$2,000
		Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)
		Meetings: Two (2) Planning Commission Meetings and One (1) Town Council Meeting

**TOWN OF HIDEOUT  
FEES AND RATES SCHEDULE**

**RESOLUTION** Item # 5. **X**  
**EFFECTIVE JULY** **1**

	<b>Current Fees</b>	<b>Proposed Fees</b>
<b>1.2.7 Sign Review Fees</b>		
Master Sign Plan Review	\$500 (plus overage costs)	Application Fee: \$500
Individual Signs or Sign Plans or Minor Amendment to Existing Master Sign Plan	\$350 (plus overage costs)	Application Fee: \$350
Individual Signs when a Master Sign Plan has been Approved	\$250 (plus overage costs)	Application Fee: \$250
Temporary Signs	\$150 (plus overage costs)	Application Fee: \$150

<b>1.2.8 Special Meetings</b>		
Special Meeting Fee	\$750 in addition to other fees	Fee: \$1,000 (in addition to all other applicable fees)

*\* Fees and Rates Schedule: All review work by the Town's consultants will be halted when an escrow account falls below the minimum balance as defined for each specific review process until the escrow account is replenished to a minimum of 75% of the originally required escrow amount.*

*\*\* Each additional meeting (either Planning Commission or Town Council) will require an additional fee of \$2,500 and must be paid at least two weeks prior to the scheduled meeting.*

*\*\*\* These fees are in addition to any requested Special Meetings (which have a fee of \$1,000/meeting).*

**File Attachments for Item:**

6. Continued discussion and possible action of the Sewer Master Plan



# Town of Hideout

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## Sewer Capital Facility Plan

May 2021

Prepared By:



**T-O ENGINEERS**

# Town of Hideout

## Sewer Capital Facility Plan

May 2021

Geoffrey Ryan Taylor, S.E. \_\_\_\_\_  
Utah S.E. # 6880006



**T-O ENGINEERS**

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## ***Town of Hideout***

### **SEWER CAPITAL FACILITY PLAN**

#### **EXECUTIVE SUMMARY**

The Town of Hideout's sewer system is expected to experience growth as the community expands. In order for the sewer system to adequately handle the additional demands from future growth, system deficiencies will need to be corrected. Deficiencies have been identified at Silver Sky, Dead Man's Gulch Lift Station, and Deer Waters Phase I Lift Station. Funding for these projects will likely come from user rate adjustments, government grants, and low interest loans.



## INTRODUCTION

The Town of Hideout (Town) is located in the northwestern corner of Wasatch County, Utah, just northeast of Jordanelle Reservoir along Highway 248. The Town was incorporated in 2008 and had a population of 658 in the 2010 census. In 2020, the Town had a population of approximately 1,121 residents and occupied 2,500 acres.

The subdivisions included in this analysis are as follows:

- Deer Waters
- Deer Springs
- Klaim
- Deer Mountain
- Shoreline Phase I, Phase II, and the remaining Shoreline development
- Golden Eagle Phases I, II, and III
- Venturi
- Plumb
- Glistening Ridge
- Rustler
- Lakeview Estates
- Soaring Hawk
- Silver Sky
- Reflection Lane
- Reflection Ridge
- Overlook Village
- Forevermore

At the time of this report, some of these subdivisions are built, some are in planning stages, and some are under construction. ***The existing sewer model was updated on November 9, 2020, and this is the model used for this Capital Facility Plan.***

A Town-operated sewer system serves the residents of Hideout. The sewer system currently includes 3 lift stations, all of which currently pump waste north to the Jordanelle Special Service District (JSSD) Lift Station. The existing Town lift stations are: Dead Man's Gulch, Vantage Lane (in Shoreline Phase II), and Deer Waters Phase I. Figure 1 highlights the general service area of the existing sewer system as well as the locations of the lift stations.





Figure 1. Existing Sewer Service Area

Item # 6.



1 in = 1,750 ft



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Legend



Lift Station



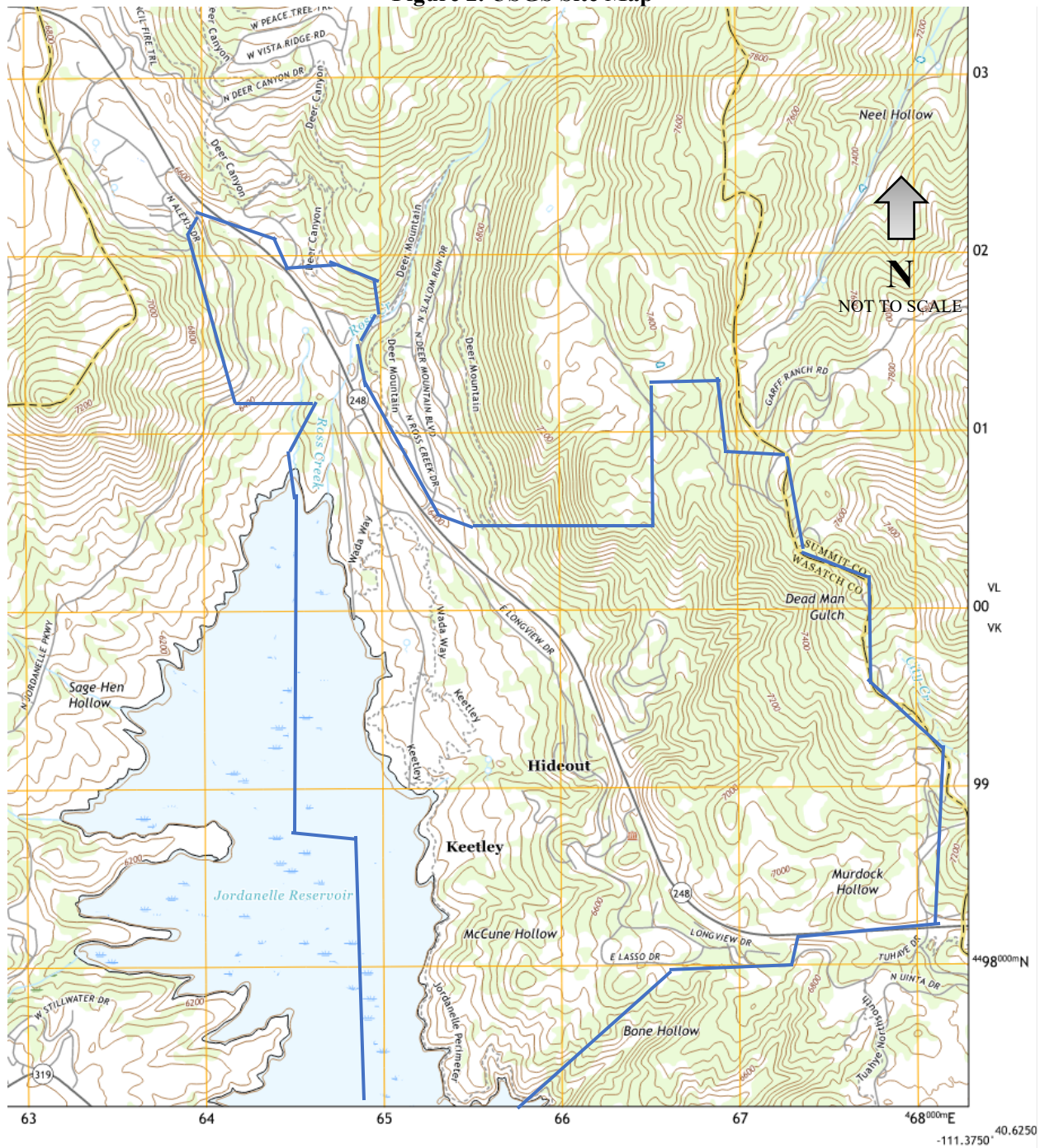
**TOPOGRAPHY**

The Town of Hideout is located amongst Deer Valley, the Wasatch Mountains, and the Jordanelle Reservoir in Wasatch County. Within the Town's boundary, the topography consists of steep, mountainous terrain. There is a high area on the northeast side of the Town that is around 7,700 ft, and the lowest part of the Town is along the Jordanelle Reservoir with an elevation of about 6,150 ft. The elevation relief of approximately 1,550 feet is a major reason for the existence of the 3 lift stations within the service area, and additional unit-specific pumps in Rustler. A USGS map of the area is shown in Figure 2 with the Town Boundary roughly outlined.





Figure 2. USGS Site Map



## PLANNING PERIOD

Development within the town is expected to continue for the next 10-15 years. It is expected that the town will reach full buildout before 2040 unless major re-zoning or large annexations occur. As the town grows, it is likely that this plan will become outdated. To ensure that the town will have the ability to adequately maintain and expand the town's sewer system, it is ***recommended that this report be updated every 10 years until full buildout is reached, or when major development changes occur.***

## PLANNING AREA

A significant portion of the town is under construction or has plans to be developed. Subdivisions such as (but not limited to) Deer Springs, Golden Eagle, Lakeview Estates, and Shoreline are in the beginning stages of construction or are still in the planning stages. To account for this growth, the anticipated Equivalent Residential Units (ERUs), or family dwellings, were estimated based on plats and plans provided by developers. Potential annexation areas are not accounted for in this Capital Facility Plan. As such, this report will be limited to improving the sewer system within the existing town boundaries. If large annexations occur, this plan will need to be revisited and updated accordingly. Prior to providing services to a new annexation, the town will need to carefully determine the full system impacts, storage, capacity, and other details and require any impacts to be mitigated through impact fees, or the construction of additional facilities.

## POPULATION AND GROWTH PROJECTIONS

The average growth rate in the Town of Hideout was 5.48% between 2010 and 2020. However, to estimate the number of residents after full buildout is completed, plats and plans were used to count the number of ERUs for the existing conditions and the full buildout.

Using the *Jordanelle Special Service District Water and Sewer Master Plan* from June 2015, it was assumed that each equivalent residential unit produces 340 GPD, or 0.24 GPM, of waste. A Peak Hour Sewer Production of 2.5 was used for peak hour analysis and is equivalent to 0.59 GPM/ERU of waste.

**Table 1. Growth Projections**

	2010	2015	2020	2040 (full buildout)
Town of Hideout Population	658	825	1,121	Not analyzed
ERUs	N/A	N/A	450	2,279

## FUTURE SEWER CONNECTION PROJECTIONS

The sewer system currently provides services for approximately 450 ERUs. The buildout conditions will require sewer services for approximately 2,279 ERUs (see Section B of the Appendix for potential annexation parcels). The sewer system will be laid as development occurs. This analysis was used to determine if the existing system can be expanded upon or if new sewer lines are needed.

Future connections to the system are anticipated to come from new development and will require the system to expand. Figure 3 indicates the areas of town that are expected to experience future growth based on proposed developments. It is estimated that the system is currently serving approximately 20% of the potential maximum number of connections in this area. There are discussions of annexations underway, but those discussions are not included in this report.



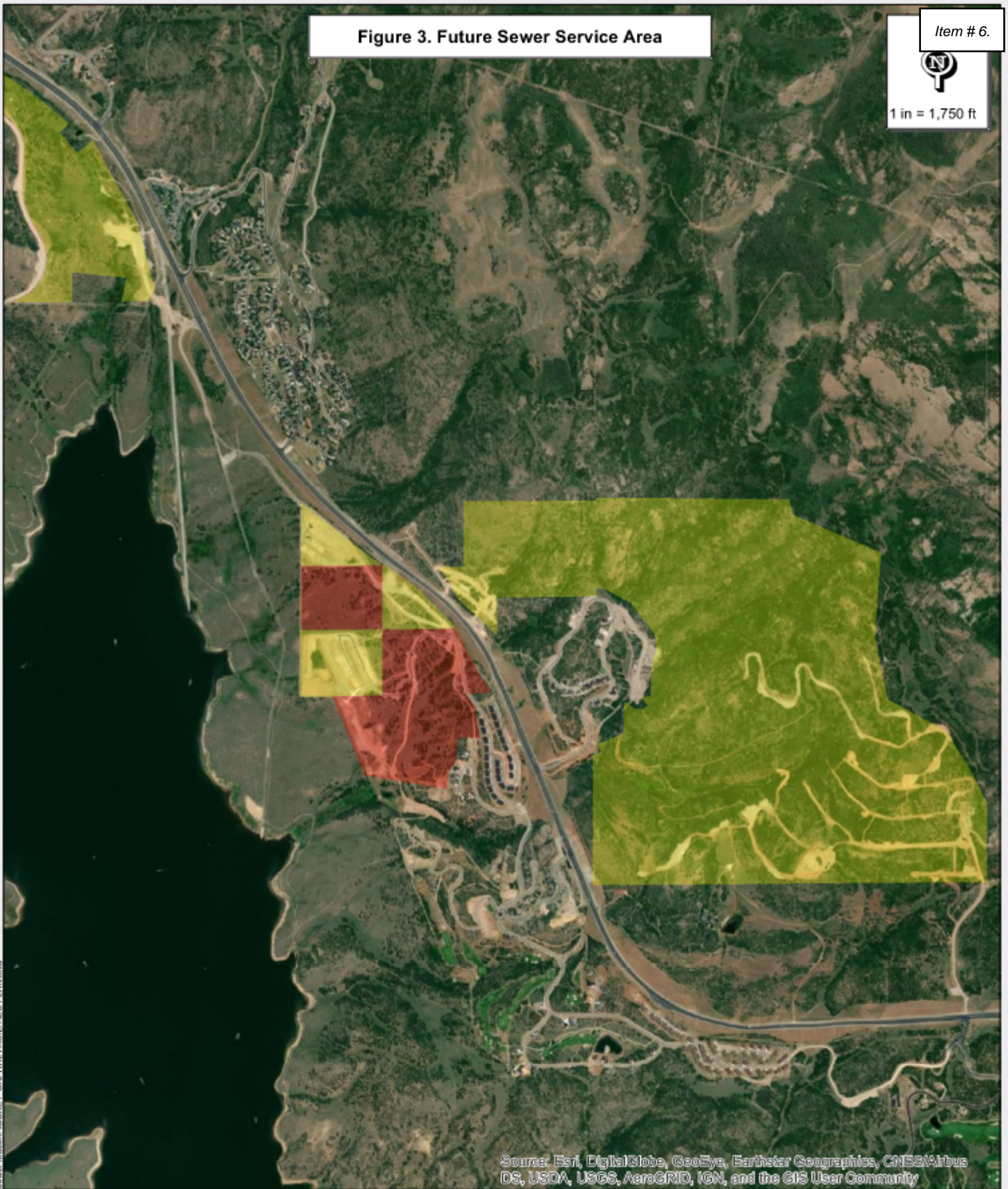


Figure 3. Future Sewer Service Area

Item # 6.



1 in = 1,750 ft



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Legend

- Discussions Underway
- Construction

TOWN OF HIDEOUT  
SEWER SYSTEM  
DATE: 6/30/2020



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## EXISTING SEWER SYSTEM

As the population in the Town has increased, the system has been upgraded and expanded to accommodate increased demands. The oldest segments of the sewer system were installed around 2008 when Hideout became incorporated. However, most of the sewer system is relatively new and has been placed with new development. Replacing pipes due to deteriorated conditions is not anticipated at this time.

Survey data, previously established GIS information, and plan sets were used to set up the SewerGEMS model. The scenarios in the model include an existing scenario, a future scenario, and several buildout scenarios to help determine system improvements and their effects on the system.

### **PUMPING**

There are several small house-specific pumps in the Rustler development that push sewage to the main line. These pumps were not modeled in SewerGEMS, but the flows coming from the homes were applied at the beginning of the Rustler gravity system. Most of the sewer system in the Town is gravity fed, but there are some sections of pressurized pipes.

There are 3 lift stations in the Town, as previously mentioned. The ID tags on the pumps were used to obtain pump curves for model inputs (see Section A for pump curves). The pumps at Deer Waters Phase I Lift Station have a flow rate of 150 GPM and a head of 102 ft. The Vantage Lane pumps have a flow rate of 400 GPM and a head of 97 ft. The Dead Man's Gulch pumps have a flow rate of 355 GPM and a head of 150 ft. Field-measured flow rates suggest the Dead Man's Gulch pump pushes between 340 and 375 GPM even though the ID tag says 270 GPM.

### **TREATMENT**

Wastewater treatment does not occur in the Town. However, there are wet wells at the lift stations that temporarily store wastewater and may provide some biological treatment.

### **COLLECTION SYSTEM**

The collection system consists of approximately 12 miles of 8-inch to 12-inch diameter lines constructed of PVC and HDPE, and approximately 3 miles of 2-inch to 6-inch pressurized pipes constructed of HDPE. These sewer lines collect wastewater from subdivisions within the Town of Hideout. The collection system is shown in Figure 4.





Figure 4. Existing Sewer Service System

Item # 6.



1 in = 1,750 ft

The JSSD sewer main is not part of the Hideout sewer system.

Golden Eagle is not currently built.

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Legend

● Sewer Manhole — Existing

★ Lift Station

TOWN OF HIDEOUT  
SEWER SYSTEM

DATE: 8/11/2020



T.O ENGINEERS

## MODELING

The Town of Hideout's existing sewer system was analyzed using SewerGEMs, version 10.02.03.03. As previously discussed, a Peak Month Average Day Sewer Production of 0.24 GPM/ERU was used in the model with a Peak Hour Sewer Production Factor of 2.5. The average day production was used to analyze the lift stations, while the peak hour production was used to analyze the capacity of the collection system.

In the existing scenario, there are only 14 ERUs going to the Vantage Lane Lift Station. Once Shoreline and Lakeview Estates are fully developed, there will be approximately 217 ERUs going to the Vantage Lane Lift Station. The pump located in the Vantage Lane Lift Station can operate at its capacity in both the future and existing scenarios, with a velocity of 6.6 fps going through the 4-inch pressure main. According to the JSSD Water and Sewer Master Plan, a velocity larger than 7 fps constitutes a deficiently sized pipe. This force main flows south from Shoreline Phase 2 to the Dead Man's Gulch Lift Station. Once the flows reach Dead Man's Gulch, the lift station pumps flow north to the JSSD Lift Station near the Deer Springs development.

The Deer Waters Phase I Lift Station serves 9 ERUs in the existing scenario and will serve approximately 108 ERUs once Deer Waters is fully developed. The pressure main leaving this lift station is a 4-inch diameter pipe with a velocity of 4.8 fps in both the existing and future scenarios. There are currently plans of abandoning or removing this lift station in the future and directing flows elsewhere. The Deer Waters Phase I Lift Station is at a higher elevation than the JSSD Lift station based on survey data. This lift station is not needed when waste can be gravity fed.

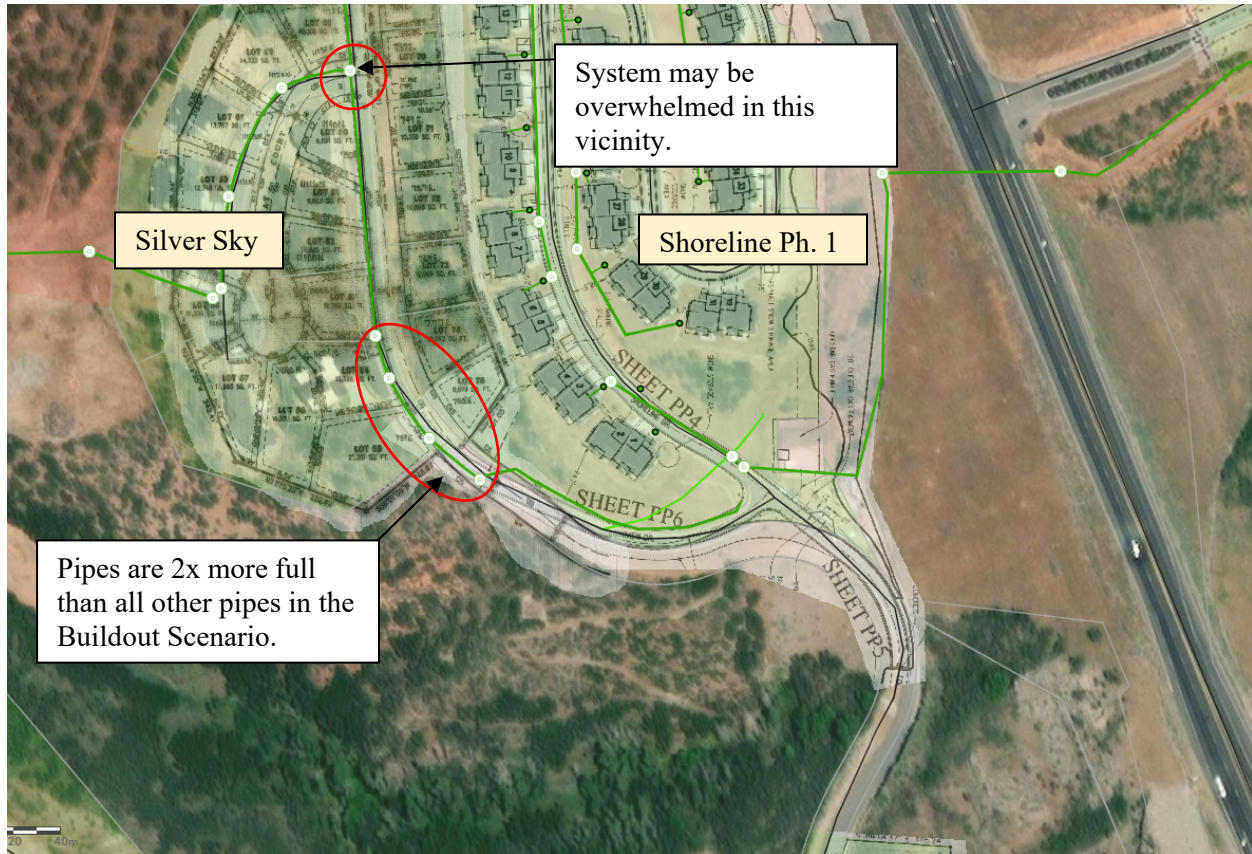
The Dead Man's Gulch Lift Station takes wastewater from Golden Eagle, Soaring Hawk, Shoreline Phases 1 & 2, Silver Sky, and everything south of those subdivisions. In the existing scenario, Dead Man's Gulch serves 185 ERUs and has 314 GPM coming into the lift station. In the future scenario, assuming the subdivisions are fully built out and flows continue to go to Dead Man's Gulch Lift Station, the lift station would be accepting 421 GPM from approximately 929 ERUs. The pressure main leaving the lift station can only handle 458 GPM, so the lift station is close to its capacity.

In the buildout scenarios, the analysis indicated that the pipes on the south end of Silver Sky are twice as full as all the remaining pipes in the sewer system. This is a result of pipe slopes being mild and then suddenly transitioning to steep. It is likely that waste would sit in the flatter pipes, and when it finally gets pushed down the steeper pipe, the system would be overwhelmed in this area. This location is shown in Figure 5.

Typically, pipe capacity is checked at 75% to determine if pipes are undersized. In this situation, the pipes aren't undersized, but the pipe slopes are causing waste to sit in the pipes.







**Figure 5. Pipes are Overly Full in Silver Sky**

Initially, it was decided that 70% would be used to check pipe capacity to account for any differences in pipe slopes between the model and what is built. Most subdivisions had plan and profile sheets available, though not all these subdivisions are currently built. Also, some sections of pipe did not have profiles available. As the model was refined, it became apparent that the pipes on the south end of Silver Sky are significantly more full than the rest of the system.

Additional ERUs were added to the buildout scenarios to reflect ongoing development discussions. See Section B of the Appendix for these locations and ERUs associated with each parcel.

## RECOMMENDED SEWER SYSTEM IMPROVEMENTS AND UPGRADES

There are points of constriction at the Dead Man's Gulch Lift Station as well as overly full pipes in Silver Sky. Options to correct existing deficiencies and prevent future deficiencies are discussed below. Resolving existing deficiencies will enable the sewer system to handle buildout conditions.

### COLLECTION SYSTEM

As previously described, the sewer pipes at the south end of Silver Sky are twice as full as the rest of the system during the buildout conditions. It is recommended the Town connect Soaring Hawk and Golden Eagle to the JSSD sewer system in Highway 248, reducing the amount of waste that reaches Silver sky. This connection will prevent the system from being overwhelmed.

### CAPACITY

If no changes are made to the sewer collection system, the pump located at Dead Man's Gulch Lift Station needs to be replaced with a pump that can push 420 GPM to handle buildout flow rates. Also, the overflow pond on the north side of the lift station is not ideal. Directing flows elsewhere in the system will prevent the pump and pressure main from being overwhelmed.

### LIFT STATIONS

If wastewater from Deer Waters and Lakeview Estates were gravity fed to the Vantage Lane Lift Station, an average flow rate of 78 GPM would reach the Vantage Lane Lift Station after buildout, and the pump can push around 400 GPM according to the ID Tag. However, the pump can only handle 97 ft of head. The pump needs to be able to handle approximately 160 ft of head for Vantage Lane to be able to pump flows up to the JSSD Lift Station.

The flow rate reaching Vantage Lane Lift Station during peak hour demand would be 193 GPM. In addition, the Shoreline Phase 2 sewer system under Vantage Lane has capacity to accept the buildout flow rates from Deer Waters and Lakeview Estates. It is recommended that the Deer Waters Phase I Lift Station be removed and flows from Deer Waters and Lakeview Estates be gravity fed to the Vantage Lane Lift Station. A larger pump will need to be installed at the Vantage Lane Lift Station to get waste to the JSSD Lift Station. It is also recommended a 4" pressure main be installed between the Vantage Lane Lift Station and the 4" pressure main the Deer Waters Phase I Lift Station is currently using.

Redirecting Vantage Lane flows to the north would reduce the amount of wastewater reaching the Dead Man's Gulch Lift Station. In the existing conditions, the Vantage Lane Lift Station sends 250 GPM to the Dead Man's Gulch Lift Station, which is approximately 55% of the Dead Man's Gulch pump capacity. For buildout conditions, if the Vantage Lane Lift Station sends flows directly to the JSSD Lift Station, and if Golden Eagle and Soaring Hawk tie into the JSSD Sewer Main, the flow rate getting to Dead Man's Gulch would be approximately 169 GPM coming from 704 ERUs. This scenario includes the remaining Shoreline area, which will contribute approximately 574 ERUs to this lift station. These conditions would not require the pump to have a higher capacity and would not require additional storage for wastewater.





## CONSTRUCTION PRIORITIZATION

The improvements and upgrades discussed in the previous sections describe individual projects that will need to be completed within the next 15-20 years to maintain and upgrade the town's sewer system. Ideally, the town would design and construct solutions for the 3 deficiencies at once to maximize the benefits to the citizens as soon as possible. However, funding and logistical constraints will likely require these projects to be constructed in phases as funds become available. The purpose of this section is to identify the optimum construction order to provide the maximum benefits to the existing customer base as soon as practical. The need and urgency of the projects were evaluated and sorted qualitatively using the following criteria:

- 1) Existing probability of failure of sewer system component(s)
- 2) The cost / time necessary to repair the existing component(s)
- 3) Anticipated growth areas

Through this evaluation it was determined that recommendations to improve the existing system were the highest priority to prevent potentially overwhelming the sewer system. The prioritized list of recommended projects is presented in Table 2. ***It is recommended that project 1 be completed within the next three to five years to prevent overwhelming the sewer system.***

**Table 2. Project Prioritization**

Priority	Location	Justification
1*	Silver Sky	Prevent overwhelming the system in Silver Sky
2	Dead Man's Gulch Lift Station	Reduce the amount of waste reaching this lift station. This deficiency will become more apparent as development continues and more waste is sent here.
3	Deer Waters Phase I Lift Station	Remove or abandon lift station

\* Projects are required within the next 3 to 5 years

## OPINION OF PROBABLE COST

The costs for the proposed projects are presented in the following sections. There are many methods and materials available to contractors when it comes to backfilling, compaction, and visual aesthetics of roadways, all of which affect cost. The more flexibility the contractors have when these projects are being bid out, the more cost savings options the contractor can utilize.

## UNIT COST JUSTIFICATION

Construction costs for the recommended projects are shown in Table 3. The costs listed below are the base costs used for the analysis, however, some of the costs will vary with the different project options. The unit costs are based on recent bids for similar projects and engineering judgment, and are estimates only. Market values can fluctuate over time and cause these estimates to be outdated by the time construction occurs.

**Table 3. Conceptual Unit Cost Summary**

Item	Unit	Cost Per Unit
Mobilization and Demobilization	Lump	10% of Total Cost
Traffic Control	Days	\$ 240.00
Remove Existing Pipe	LF	\$ 6.00
Remove Manhole	Each	\$ 1,200.00
Remove Existing Surface Materials	LF	\$ 11.76
Install 8" Sanitary Sewer Pipe	LF	\$ 53.00
Install 6" Pressurized Sanitary Sewer Pipe	LF	\$ 104.00
Install 4" Pressurized Sanitary Sewer Pipe	LF	\$ 91.00
Install 4-Foot Diameter Manhole	Each	\$ 4,320.00
Install 5-Foot Diameter Manhole	Each	\$ 5,400.00
Reconnect Service Laterals	Each	\$ 2,100.00
Connect to Existing System	Each	\$ 3,920.00
Roadway Patching	SY	\$ 42.00
Landscaping and surface Restoration	SY	\$ 1.80

In addition to the estimated construction cost, design and administrative costs have been added to the base construction cost as shown below:

Engineering and Survey	8%
Construction management	3%
Material Testing	2%
City management	1%
Legal	1%
Contingency	15%
<b>Total</b>	<b>30%</b>

Table 4 provides estimated project costs for the recommended actions to correct deficiencies. Costs are based on 2021 dollars. For more details on the estimated project costs, see Section D of the Appendix. For more details on considered system improvements, see Section C of the Appendix.



**Table 4. Estimated Project Cost Summary**

Location	Recommended action	Cost per LF of Pipe
Silver Sky	Tie Soaring Hawk and Golden Eagle into the JSSD sewer main on HWY 248	\$ 488
Dead Man's Gulch	Direct Vantage Lane Lift Station waste directly to the JSSD Lift Station through a new 6-inch line	\$ 218
Deer Waters	Take flows south to the Vantage Lane Lift Station	\$ 124

## FUNDING ALTERNATIVES

Acquiring sufficient funds to construct all of the recommended construction projects is a considerable task for a community the size of Hideout. The town does not presently have the required funds to construct these projects in a reasonable timeframe. In order to complete the necessary projects in the recommended timeframe, a combination of increased user rates, altered rate structure and impact fees, along with government grants and low interest loans will be required.

To mitigate the financial impact on the community and to expedite the most critical projects, a combination of government grants and low-interest or interest-free loans is recommended to complete the projects in a more timely fashion. One funding source that is available to the Town is the USDA Rural Development Water & Waste Disposal Loan & Grant Program. They provide long term, low interest loans to rural towns with populations of 10,000 or less, and provide grants if funds are available.

### ***CAPITAL FACILITY FUNDING (UPGRADES)***

The most common source of funding for capital facilities projects that will be required to support future growth is through the collection of "impact fees." An impact fee is defined as:

"A one-time charge on new development for the purpose of raising revenue for new or expanded public facilities necessitated by that development."

Impact fees can be applied in any logical manner that provides a fair and equitable fee system. One method to implement an impact fee would be to set a single fee for all new connections regardless of size or intended use. A more common method is to develop a fee schedule that factors in the usage of each connection. This method allows the town to charge more to users whom intend to dispose of a larger volume of waste. This second method is often calculated using ERUs. This method determines what the "typical" residential unit (household) contributes to the system.

In the case of Hideout's sewer system, the average household is currently served through a 1 ½ to 2-inch lateral connection. It is anticipated that the majority of future connections will be 1 ½ to 2-inch connections.

## SUMMARY

Evaluation of the overall condition of the existing Hideout Sewer System was completed to locate existing and future deficiencies, and plan for additional connections. Two areas were identified as being deficient in some manner: Silver Sky and Dead Man's Gulch Lift Station. Once improvements are made to these areas, the existing sewer system will be a solid foundation to expand upon as the town develops. The recommended improvements will restore existing system deficiencies and accommodate future growth within the town.



## RESOURCES

1. Jordanelle Special Service District Water and Sewer Master Plan, Impact Fee Facilities Plan, Impact Fee Analysis, and Rate Study from June 2015
2. KSM KRT K 80-251 Pump Curve at 3500 rpm
3. Barnes Series 4SHVB Performance Curve
4. Smith & Loveless Pump Curve for 4B2D\*1
5. My City Inspect for Hideout, UT
6. Kent Cuillard – Town of Hideout Public Works Director
7. Town of Hideout Plans and Plats for Developments



## APPENDIX

- A. Pump Curves
- B. Additional ERU Locations for Buildout Conditions
- C. Considered System Improvements
- D. Estimated Project Costs
- E. SewerGEMs Report



## ***A. PUMP CURVES***



# Series 4SHVB

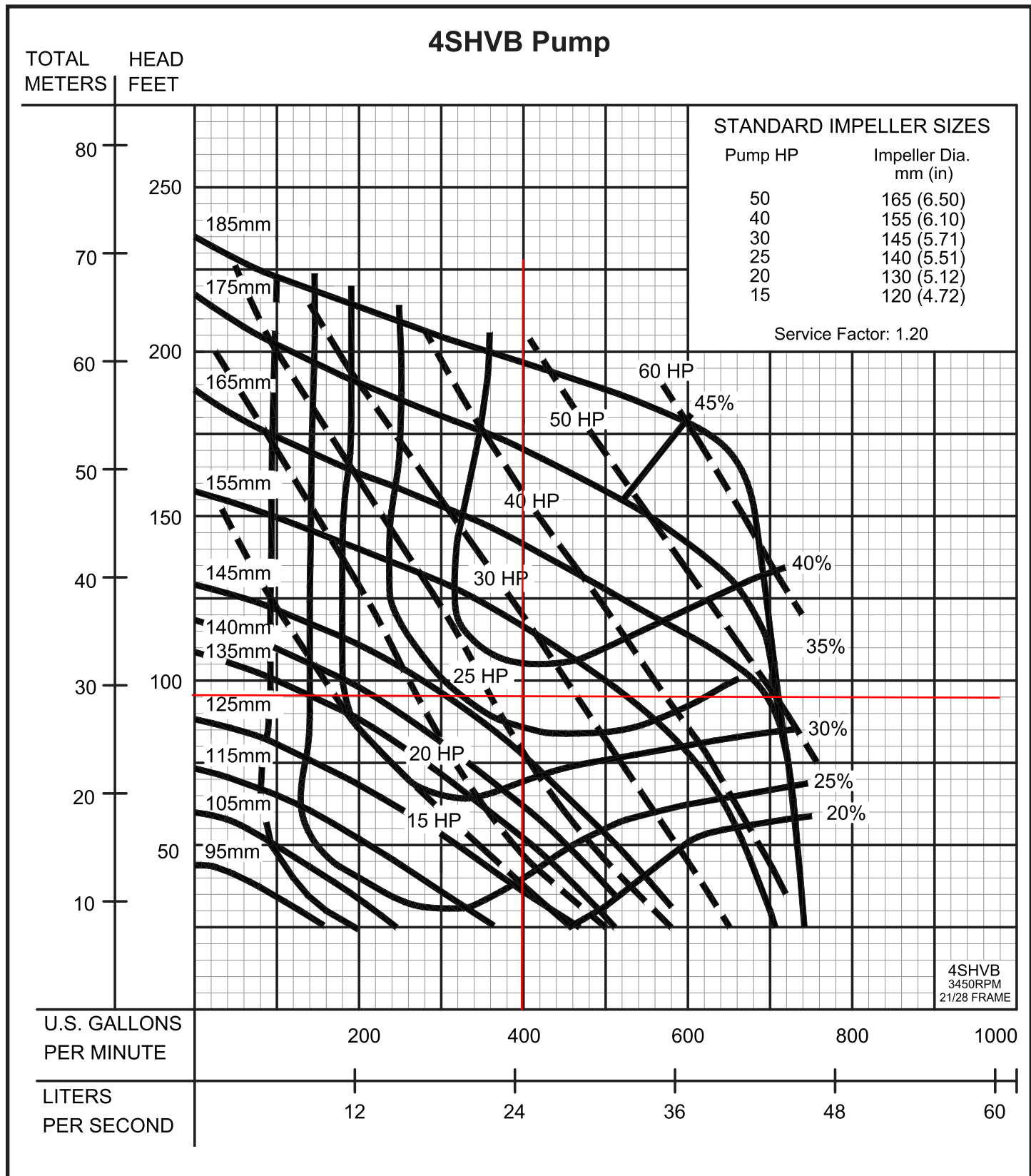
Vantage Lane Pump Curve

**BARNES**<sup>®</sup>  
Item # 6.

Performance Curve  
15 - 50HP, 3450RPM, 60Hz, 21 & 28 Frame

www.cranepumps.com

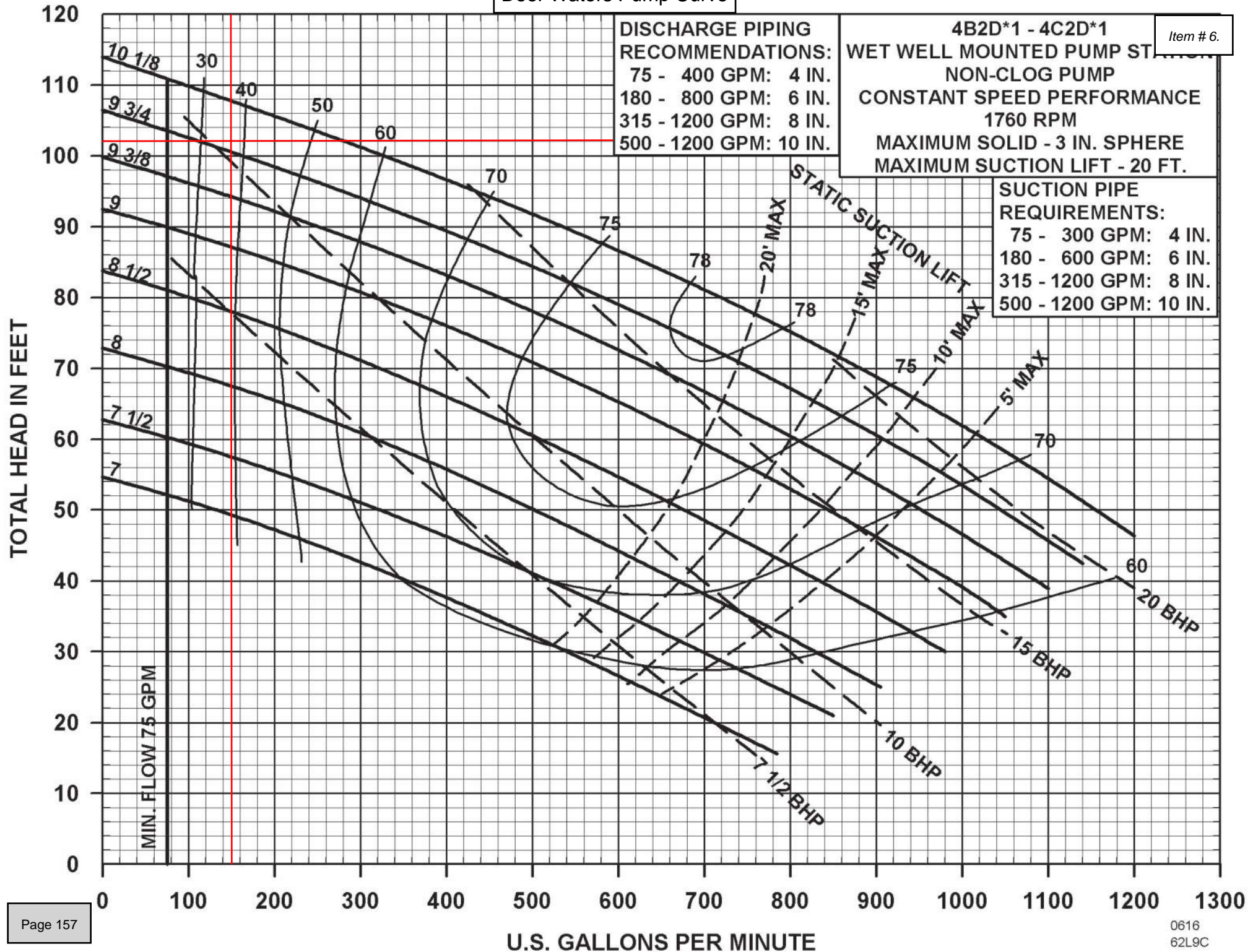
## Solids Handling Submersible Pumps





# Deer Waters Pump Curve

Item # 6.

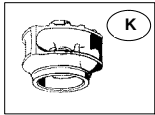




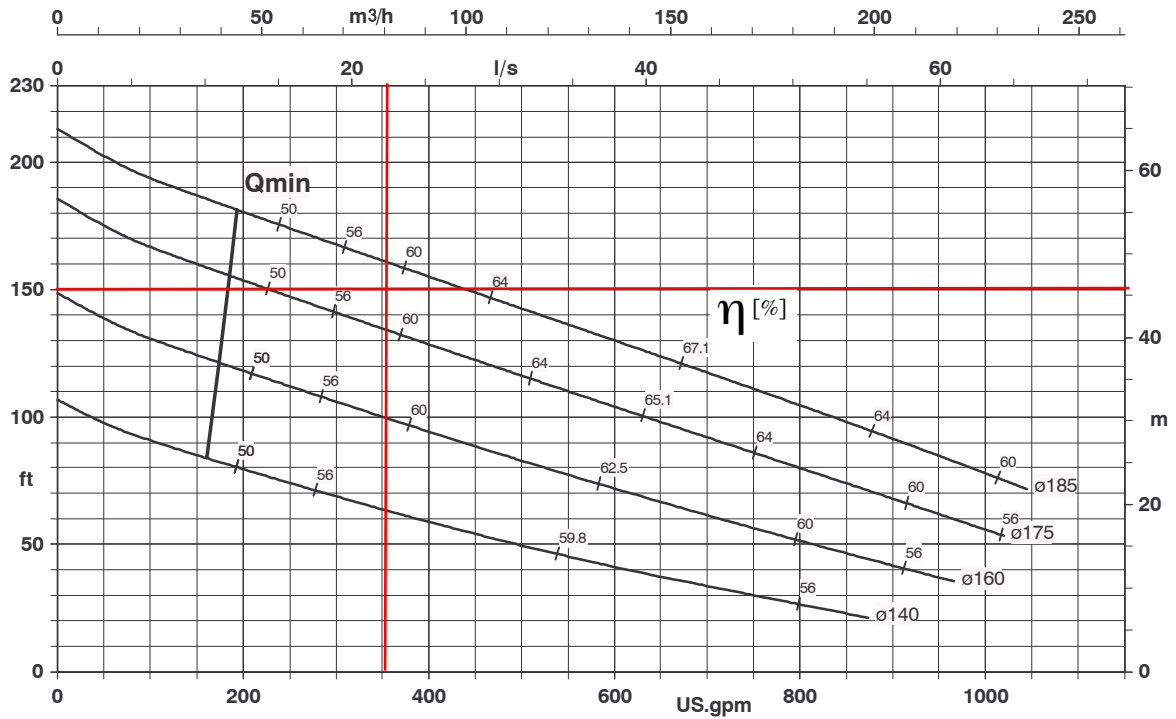
KRT K 80-251

3500 rpm

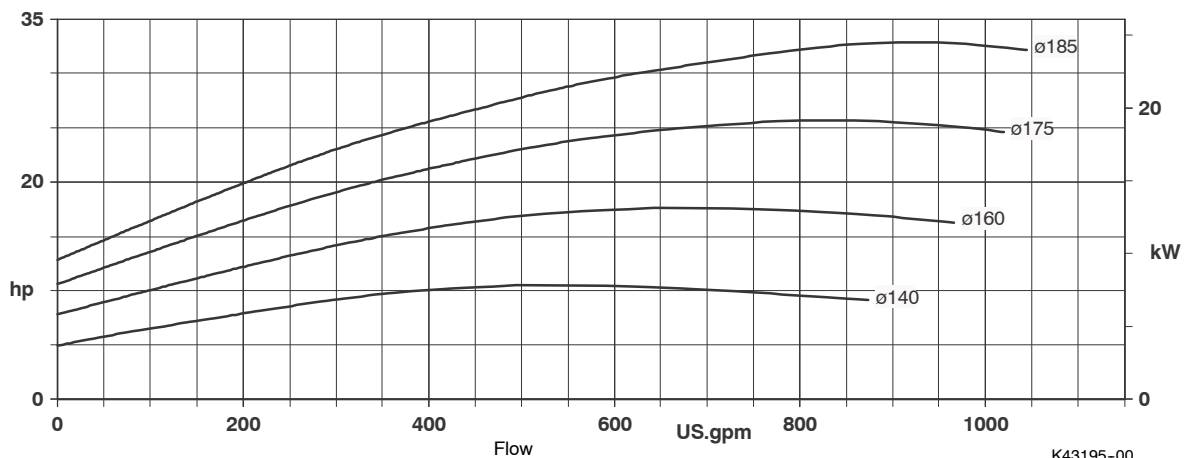
3 inch



TDH



Power Input



Free passage

1 1/8" (33 mm)

Flow

K43195-00

MOTOR RATING Material				MAX. LIQUID TEMP.		MOTOR CODE
G, G1, GH, H	C1, C2	Hp	kW	°F	°C	
10	7.5	10	7.5	140	60	122W 122Z *)
15	11.2	15	11.2	104	40	122U 122X *)
20	14.9	20	14.9	140	60	172W 172Z *)
23	17.2	22	16.4	104	40	172U 172X *)

MOTOR RATING Material				MAX. LIQUID TEMP.		MOTOR CODE
G, G1, GH, H	C1, C2	Hp	kW	°F	°C	
25	18.7	24	17.9	140	60	252W 252Z *)
30	22.4	-	-	104	40	222U 222X *)
34	25.3	30	22.4	104	40	252U 252X *)

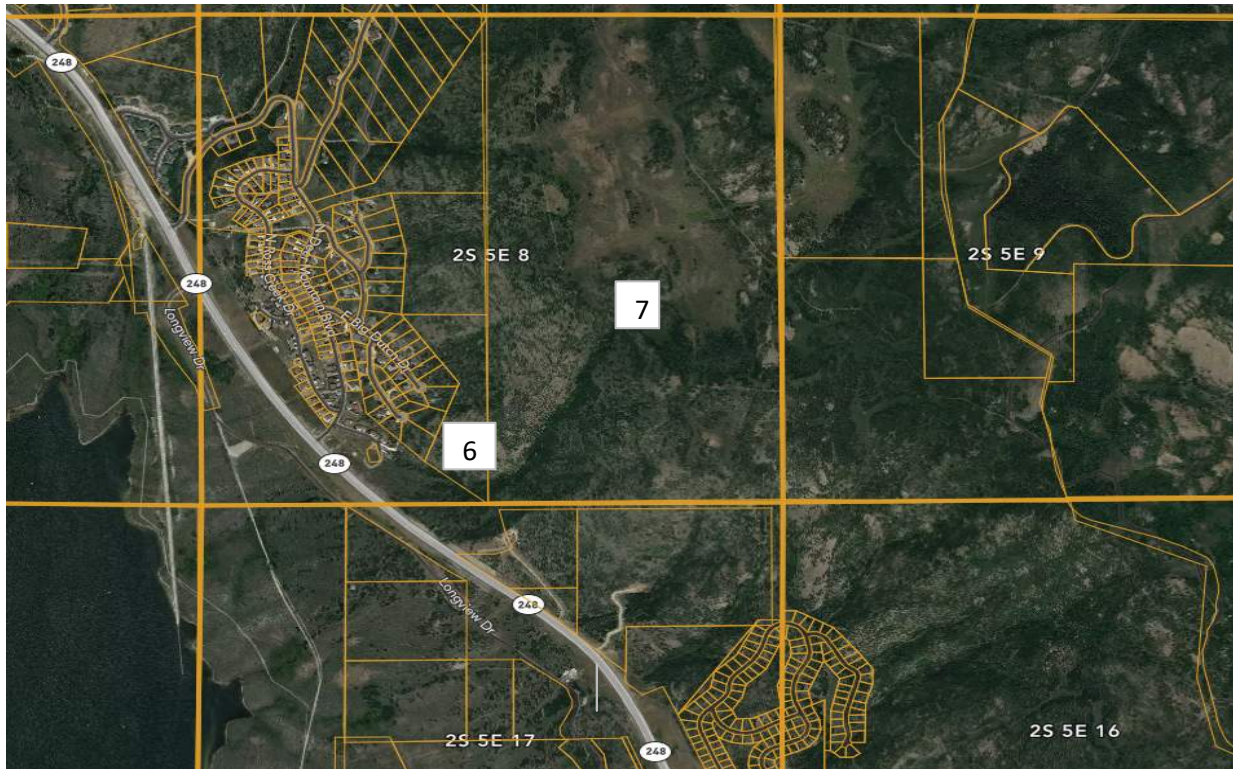
\*) FM/CSA = Explosionproof to Class I, Division 1, Groups C &amp; D

***B. ADDITIONAL ERU LOCATIONS FOR BUILDOUT CONDITIONS***





## Additional ERUs According to Discussions



ID	Total Acreage	Assumed Acreage per ERU	Total ERUs	Sewer Demand
1	5.5	0.0785	70	16.82
2	43	0.3	143	34.40
3	21.4	0.2	107	25.68
4	48.6	0.2	243	58.32
5	15.8	0.1	158	37.92
6	20.6	0.2	103	24.72
7	333	0.2	1665	399.60

### ***C. CONSIDERED SYSTEM IMPROVEMENTS***



**Table 5. Considered Sewer Main Updates for Silver Sky**

<b>Option</b>	<b>Recommended Action</b>	<b>Diameter (in)</b>	<b>Length (ft)</b>
A.1	Increase the slope in the existing pipes by replacing the existing lines	8	350
A.2	Increase the slope in the existing pipes by laying new pipes outside of the roadway and abandoning the existing lines	8	630
A.3	Lay a new 8-inch sewer line south of the existing homes to route waste around the deficiency	8	750
A.4	Tie Soaring Hawk and Golden Eagle into the JSSD sewer main on HWY 248	-	-

**Table 6. Considered Lift Station Updates for Deer Waters**

<b>Option</b>	<b>Recommended Action</b>	<b>Diameter (in)</b>	<b>Length (ft)</b>
B.1	Replace the 4-inch pressure main with a 6-inch pressure main	6	5,000
B.2	Lay a 6-inch pressure main parallel to the 4-inch pressure main	6	5,000
B.3	Take some/all flows south to a Lakeview Estates Lift Station	6	900
B.4	Take some/all flows south to the Vantage Lane Lift Station	6	1,100
B.5	Leave the 4-inch main, assuming the Lift Station will be abandoned in the next 3-5 years	N/A	N/A

**Table 7. Considered Lift Station Updates for Dead Man's Gulch**

<b>Option</b>	<b>Recommended Action</b>	<b>Diameter (in)</b>	<b>Length (ft)</b>
C.1	Direct Vantage Lane Lift Station waste directly to the JSSD Lift Station through a new 6-inch line	6	7,100
C.2	Direct Vantage Lane Lift Station waste directly to the JSSD Lift Station by connecting into the Dead Man's Gulch pressure main just south of Shoreline Phase 2 with a 6-inch pipe	6	100
C.3	Install an 8-inch line parallel to the JSSD Sewer Main along HWY 248 AND redirect Vantage Lane Lift Station flows (see options C.1 and C.2)	8	8,636
C.4	Direct Vantage Lane Lift Station waste directly to the JSSD Lift Station through a new 6-inch line	6	2,140
C.5	Redirect Soaring Hawk and Golden Eagle flows into the JSSD sewer main AND redirect Vantage Lane Lift Station flows (see options A.4, C.1 and C.2)	-	-



### Option: A.1 - Replace existing lines in Silver Sky



### Option: A.2 - Lay new 8-inch lines in Silver Sky

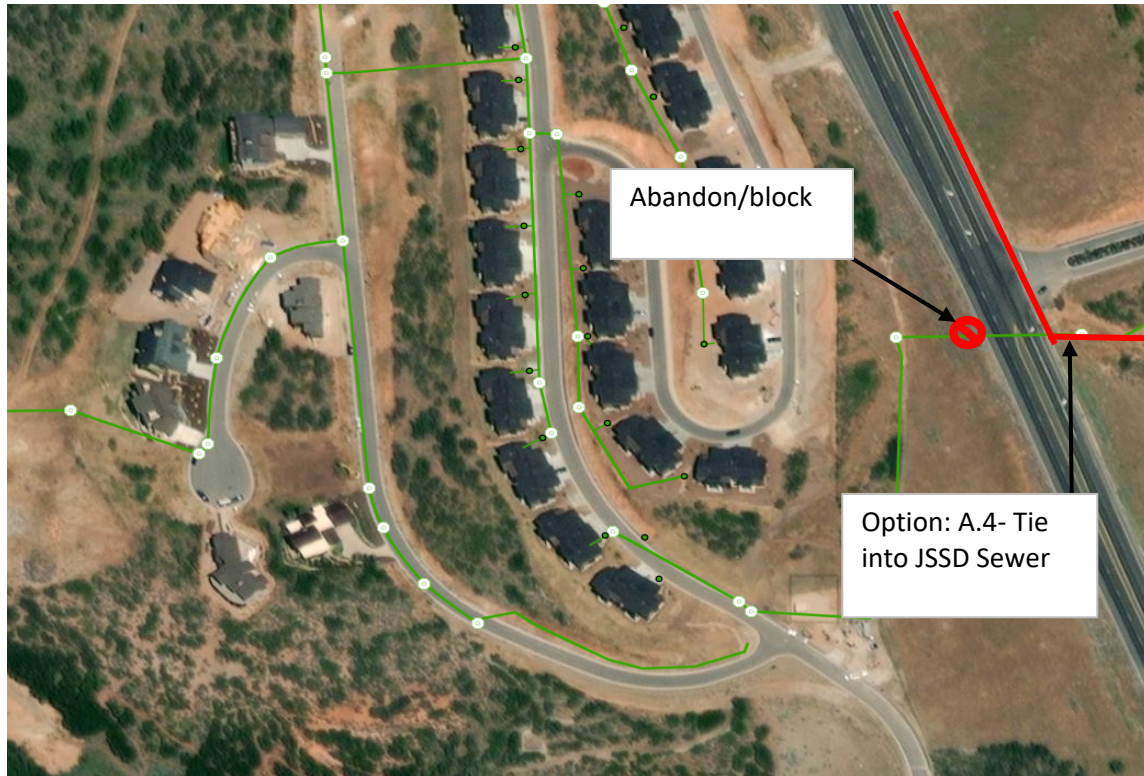




### Option: A.3 - Lay new 8-inch lines south of Silver Sky



## Option: A.4 - Tie into JSSD Sewer System

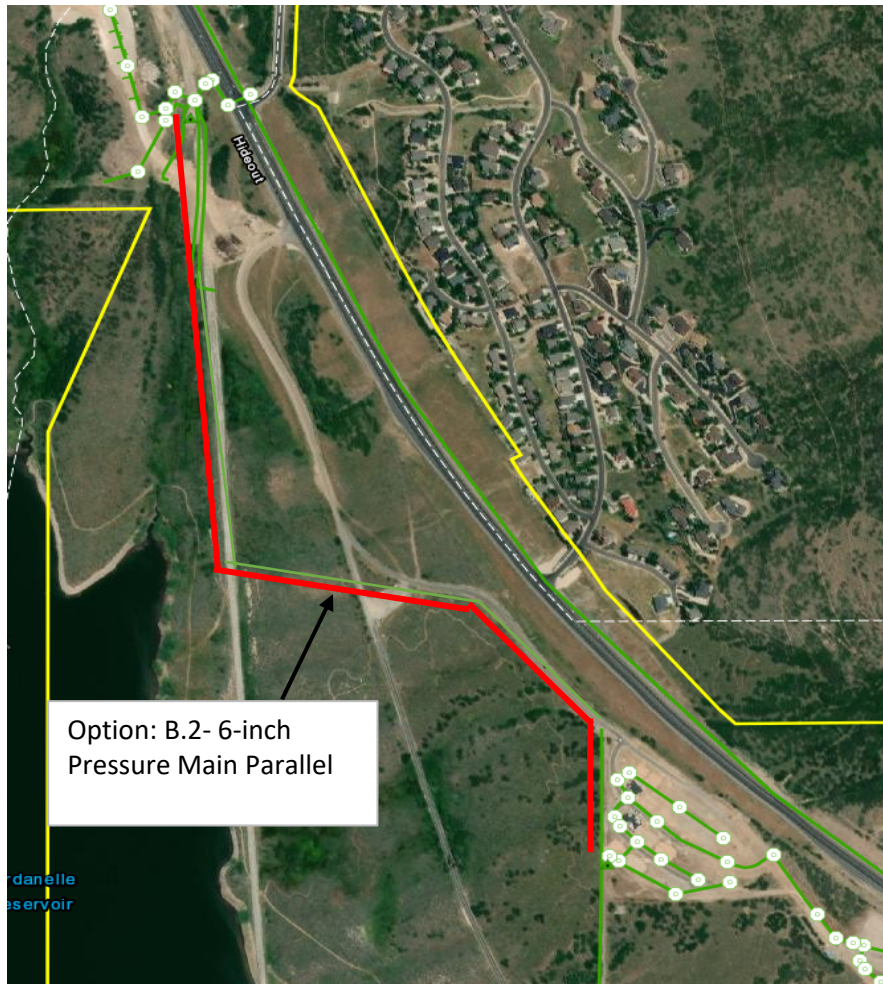


**Option: B.1 - Replace 4-inch with 6-inch Pressure Main**





**Option: B.2 - 6-inch Pressure Main Parallel to 4-inch Main**



## Option: B.3 - Gravity Feed Flows to Lakeview Estates Lift Station

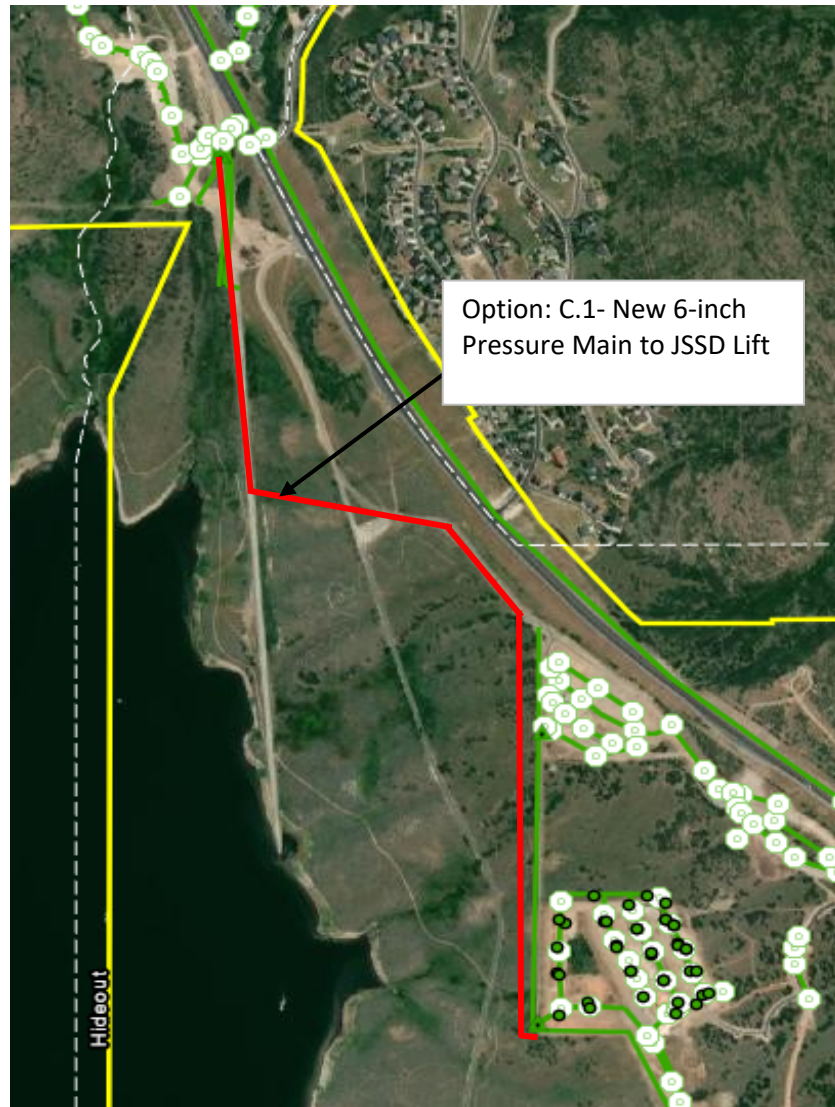


## Option: B.4 - Gravity Feed Flows to Vantage Lane Lift Station

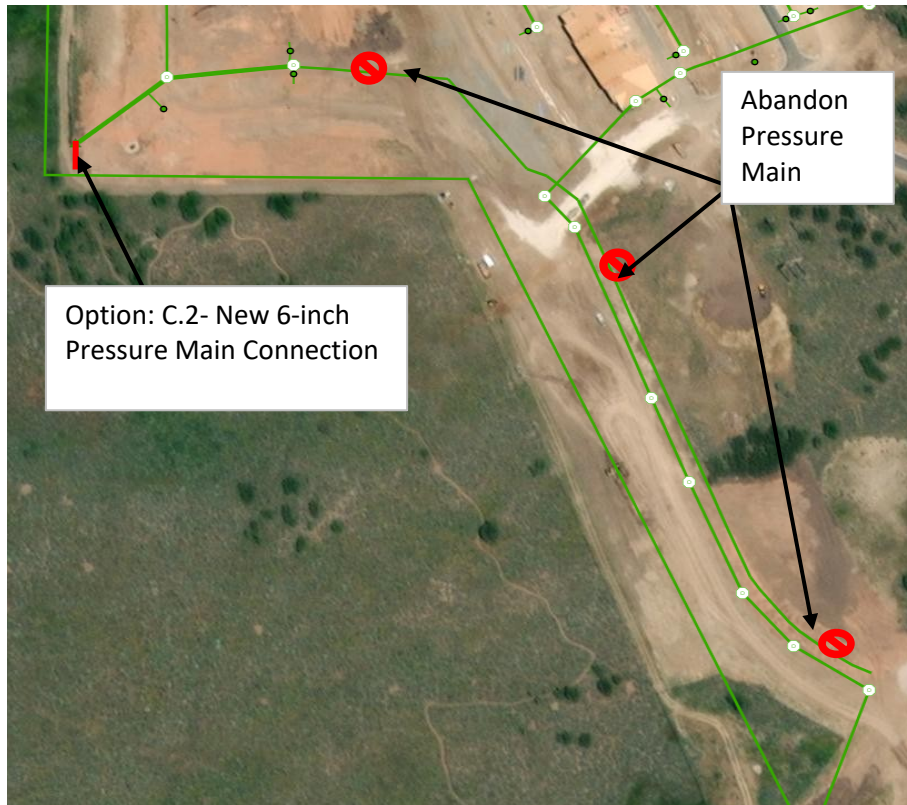




### Option: C.1 - New 6-inch Pressure Main to JSSD Lift Station

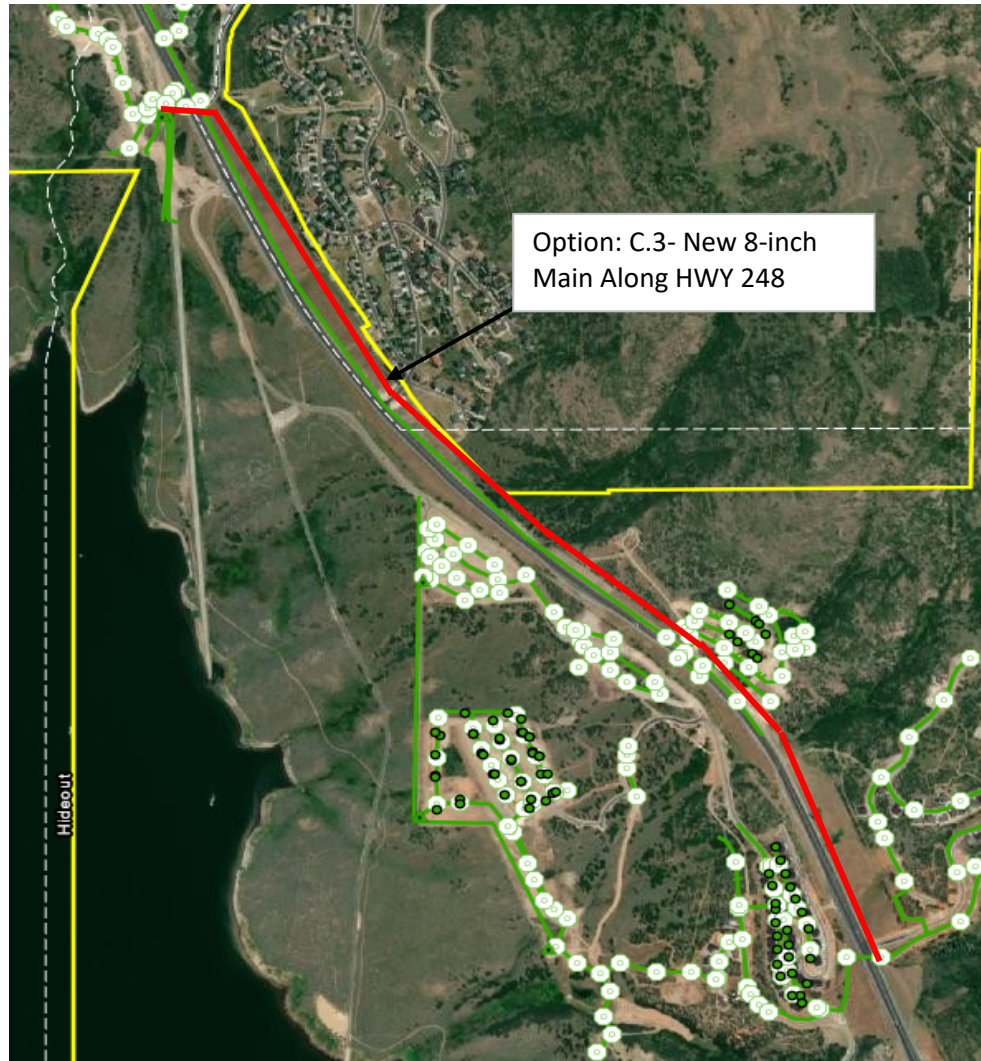


## Option: C.2 - New 6-inch Pressure Main Connection

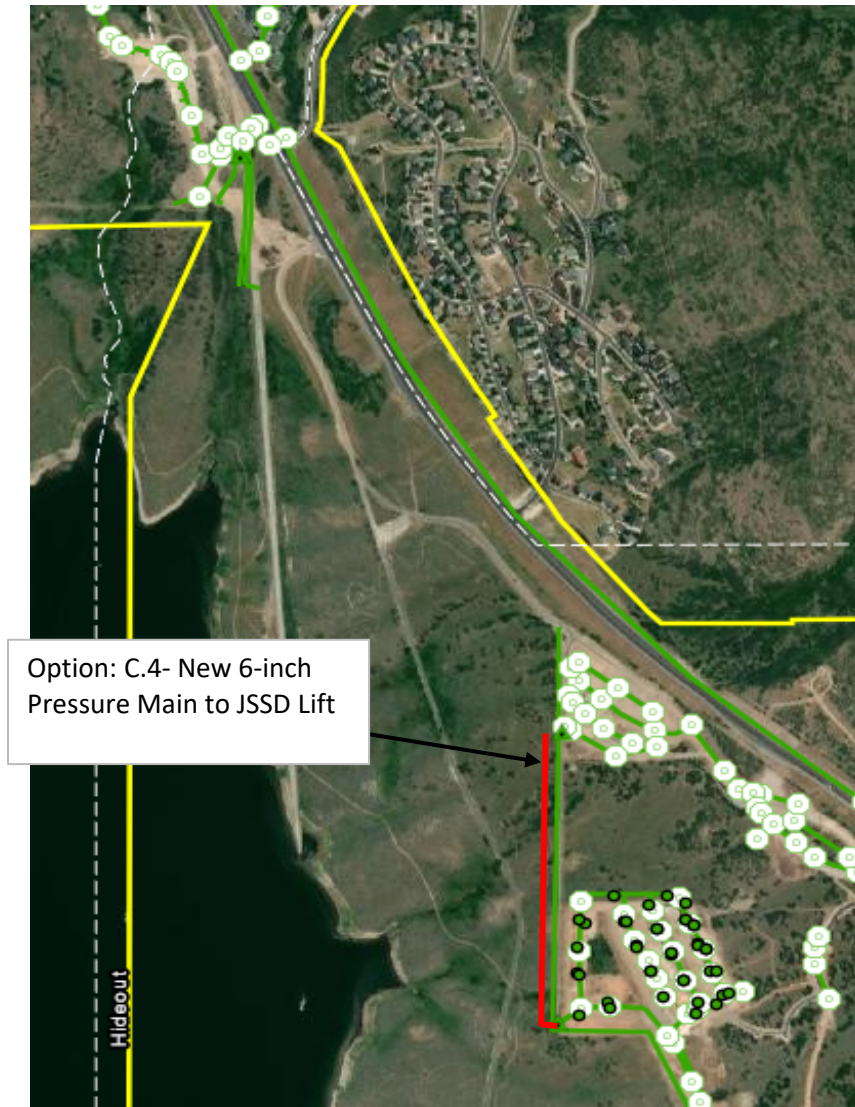




**Option: C.3 - New 8-inch main along HWY 248**



**Option: C.4 - New 6-inch Pressure Main to JSSD Lift Station**



### ***D. ESTIMATED PROJECT COSTS***



**Option: A.1 - Replace existing lines in Silver Sky**

ITEM	Quantity	UNIT	UNIT COST	Total Cost
Mobilization and Demobilization	1	Lump	10%	\$ 12,567.26
Remove Existing Pipe	350	LF	\$ 6.00	\$ 2,100.00
Remove Manhole	3	Each	\$ 1,200.00	\$ 3,600.00
Remove existing surface materials		LF	\$ 11.76	\$ -
Install 8" Sanitary Sewer Pipe	350	LF	\$ 84.80	\$ 29,680.00
Install 6" Pressurized Sanitary Sewer Pipe		LF	\$ 104.00	\$ -
Install 4-Foot Diameter Manhole	4	Each	\$ 4,320.00	\$ 17,280.00
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals	5	Each	\$ 2,100.00	\$ 10,500.00
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	312	SY	\$ 42.00	\$ 13,104.00
Landscaping and surface Restoration		SY	\$ 1.80	\$ -
				<b>\$ 96,671.26</b>

**Additional Costs**

ITEM	PERCENTAGE	Total Cost
Engineering and Survey	8%	\$ 7,733.70
Construction management	3%	\$ 2,900.14
Material Testing	2%	\$ 1,933.43
City management	1%	\$ 966.71
Legal	1%	\$ 966.71
Contingency	15%	\$ 14,500.69
<b>Total</b>		<b>\$ 29,001.38</b>

**Total Project Cost****\$ 125,672.64****Cost per LF of Pipe****\$ 359.06**

**Option: A.2 - Lay new 8-inch lines in Silver Sky**

ITEM	Quantity	UNIT	UNIT COST	Total Cost
Mobilization and Demobilization	1	Lump	10%	\$ 12,826.69
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	627	LF	\$ 11.76	\$ 7,373.52
Install 8" Sanitary Sewer Pipe	627	LF	\$ 84.80	\$ 53,169.60
Install 6" Pressurized Sanitary Sewer Pipe		LF	\$ 104.00	\$ -
Install 4-Foot Diameter Manhole	1	Each	\$ 4,320.00	\$ 4,320.00
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals	5	Each	\$ 2,100.00	\$ 10,500.00
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	18	SY	\$ 42.00	\$ 756.00
Landscaping and surface Restoration	1045	SY	\$ 1.80	\$ 1,881.00
				<b>\$ 98,666.81</b>

**Additional Costs**

ITEM	PERCENTAGE	Total Cost
Engineering and Survey	8%	\$ 7,893.34
Construction management	3%	\$ 2,960.00
Material Testing	2%	\$ 1,973.34
City management	1%	\$ 986.67
Legal	1%	\$ 986.67
Contingency	15%	\$ 14,800.02
<b>Total</b>		<b>\$ 29,600.04</b>

**Total Project Cost****\$ 128,266.85****Cost per LF of Pipe****\$ 204.57**

<b>Option: A.3 - Lay new 8-inch lines south of Silver Sky</b>				
ITEM	Quantity	UNIT	UNIT COST	Total Cost
Mobilization and Demobilization	1	Lump	10%	\$ 8,815.49
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	750	LF	\$ 11.76	\$ 8,820.00
Install 8" Sanitary Sewer Pipe	750	LF	\$ 53.00	\$ 39,750.00
Install 6" Pressurized Sanitary Sewer Pipe		LF	\$ 104.00	\$ -
Install 4-Foot Diameter Manhole		Each	\$ 4,320.00	\$ -
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	8	SY	\$ 42.00	\$ 336.00
Landscaping and surface Restoration	1250	SY	\$ 1.80	\$ 2,250.00
				<b>\$ 67,811.49</b>

<b>Additional Costs</b>			
ITEM	PERCENTAGE	Total Cost	
Engineering and Survey	8%	\$ 5,424.92	
Construction management	3%	\$ 2,034.34	
Material Testing	2%	\$ 1,356.23	
City management	1%	\$ 678.11	
Legal	1%	\$ 678.11	
Contingency	15%	\$ 10,171.72	
<b>Total</b>		<b>\$ 20,343.45</b>	

<b>Total Project Cost</b>	<b>\$ 88,154.94</b>
<b>Cost per LF of Pipe</b>	<b>\$ 117.54</b>

<b>Option: A.4 - Tie into JSSD Sewer System</b>				
<b>ITEM</b>	<b>Quantity</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>Total Cost</b>
Mobilization and Demobilization	1	Lump	10%	\$ 5,368.88
Remove Existing Pipe	110	LF	\$ 6.00	\$ 660.00
Remove Manhole	1	Each	\$ 1,200.00	\$ 1,200.00
Remove existing surface materials	110	LF	\$ 11.76	\$ 1,293.60
Install 8" Sanitary Sewer Pipe	110	LF	\$ 84.80	\$ 9,328.00
Install 6" Pressurized Sanitary Sewer Pipe		LF	\$ 104.00	\$ -
Install 4-Foot Diameter Manhole		Each	\$ 4,320.00	\$ -
Install 5-Foot Diameter Manhole	2	Each	\$ 5,400.00	\$ 10,800.00
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	3	Each	\$ 3,920.00	\$ 11,760.00
Roadway Patching	14	SY	\$ 42.00	\$ 588.00
Landscaping and surface Restoration	167	SY	\$ 1.80	\$ 300.60
				<b>\$ 41,299.08</b>

<b>Additional Costs</b>			
<b>ITEM</b>	<b>PERCENTAGE</b>	<b>Total Cost</b>	
Engineering and Survey	8%	\$ 3,303.93	
Construction management	3%	\$ 1,238.97	
Material Testing	2%	\$ 825.98	
City management	1%	\$ 412.99	
Legal	1%	\$ 412.99	
Contingency	15%	\$ 6,194.86	
<b>Total</b>		<b>\$ 12,389.72</b>	

<b>Total Project Cost</b>	<b>\$ 53,688.80</b>
<b>Cost per LF of Pipe</b>	<b>\$ 488.08</b>

\*Pipe length is estimated, survey shots have not been taken at the time of this estimate.

<b>Option: B.1 - Replace 4-inch with 6-inch Pressure Main</b>				
ITEM	Quantity	UNIT	UNIT COST	Total Cost
Mobilization and Demobilization	1	Lump	10%	\$ 116,448.11
Remove Existing Pipe	5000	LF	\$ 6.00	\$ 30,000.00
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	5000	LF	\$ 11.76	\$ 58,800.00
Install 8" Sanitary Sewer Pipe		LF	\$ 53.00	\$ -
Install 6" Pressurized Sanitary Sewer Pipe	5000	LF	\$ 104.00	\$ 520,000.00
Install 4-Foot Diameter Manhole		Each	\$ 4,320.00	\$ -
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	3823	SY	\$ 42.00	\$ 160,566.00
Landscaping and surface Restoration	1167	SY	\$ 1.80	\$ 2,100.60
				<b>\$ 895,754.71</b>

<b>Additional Costs</b>			
ITEM	PERCENTAGE	Total Cost	
Engineering and Survey	8%	\$ 71,660.38	
Construction management	3%	\$ 26,872.64	
Material Testing	2%	\$ 17,915.09	
City management	1%	\$ 8,957.55	
Legal	1%	\$ 8,957.55	
Contingency	15%	\$ 134,363.21	
<b>Total</b>		<b>\$ 268,726.41</b>	

<b>Total Project Cost</b>	<b>\$ 1,164,481.12</b>
<b>Cost per LF of Pipe</b>	<b>\$ 232.90</b>



<b>Option: B.2 - 6-inch Pressure Main Parallel to 4-inch Main</b>				
<b>ITEM</b>	<b>Quantity</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>Total Cost</b>
Mobilization and Demobilization	1	Lump	10%	\$ 111,965.35
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	5000	LF	\$ 11.76	\$ 58,800.00
Install 8" Sanitary Sewer Pipe		LF	\$ 53.00	\$ -
Install 6" Pressurized Sanitary Sewer Pipe	5000	LF	\$ 104.00	\$ 520,000.00
Install 4-Foot Diameter Manhole		Each	\$ 4,320.00	\$ -
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	3823	SY	\$ 42.00	\$ 160,566.00
Landscaping and surface Restoration	1167	SY	\$ 1.80	\$ 2,100.60
				<b>\$ 861,271.95</b>

<b>Additional Costs</b>			
<b>ITEM</b>	<b>PERCENTAGE</b>	<b>Total Cost</b>	
Engineering and Survey	8%	\$	68,901.76
Construction management	3%	\$	25,838.16
Material Testing	2%	\$	17,225.44
City management	1%	\$	8,612.72
Legal	1%	\$	8,612.72
Contingency	15%	\$	129,190.79
<b>Total</b>		\$	<b>258,381.59</b>

<b>Total Project Cost</b>	<b>\$ 1,119,653.54</b>
<b>Cost per LF of Pipe</b>	<b>\$ 223.93</b>

**Option: B.3 - Gravity Feed Flows to Lakeview Estates Lift Station**

ITEM	Quantity	UNIT	UNIT COST	Total Cost
Mobilization and Demobilization	1	Lump	10%	\$ 10,410.46
Remove Existing Pipe		LF	\$ 5.00	\$ -
Remove Manhole		Each	\$ 1,000.00	\$ -
Remove existing surface materials	900	LF	\$ 9.80	\$ 8,820.00
Install 8" Sanitary Sewer Pipe	900	LF	\$ 50.00	\$ 45,000.00
Install 6" Pressurized Sanitary Sewer Pipe		LF	\$ 80.00	\$ -
Install 4-Foot Diameter Manhole	2	Each	\$ 4,000.00	\$ 8,000.00
Install 5-Foot Diameter Manhole		Each	\$ 5,000.00	\$ -
Reconnect Service Laterals		Each	\$ 1,500.00	\$ -
Connect to Existing System	2	Each	\$ 2,800.00	\$ 5,600.00
Roadway Patching		SY	\$ 35.00	\$ -
Landscaping and surface Restoration	1500	SY	\$ 1.50	\$ 2,250.00
				<b>\$ 80,080.46</b>

**Additional Costs**

ITEM	PERCENTAGE	Total Cost
Engineering and Survey	8%	\$ 6,406.44
Construction management	3%	\$ 2,402.41
Material Testing	2%	\$ 1,601.61
City management	1%	\$ 800.80
Legal	1%	\$ 800.80
Contingency	15%	\$ 12,012.07
<b>Total</b>		<b>\$ 24,024.14</b>

**Total Project Cost**

\$ 104,104.60

**Cost per LF of Pipe**

\$ 115.67

\*This option assumes a Lakeview Estates Lift station is already installed at the time of this project.

**\*\*At this time, Lakeview Estates Lift Station is not planned to be constructed.**

<b>Option: B.4 - Gravity Feed Flows to Vantage Lane Lift Station</b>				
<b>ITEM</b>	<b>Quantity</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>Total Cost</b>
Mobilization and Demobilization	1	Lump	10%	\$ 13,623.40
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	1100	LF	\$ 11.76	\$ 12,936.00
Install 8" Sanitary Sewer Pipe	1100	LF	\$ 53.00	\$ 58,300.00
Install 6" Pressurized Sanitary Sewer Pipe		LF	\$ 104.00	\$ -
Install 4-Foot Diameter Manhole	2	Each	\$ 4,320.00	\$ 8,640.00
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	18	SY	\$ 42.00	\$ 756.00
Landscaping and surface Restoration	1500	SY	\$ 1.80	\$ 2,700.00
				<b>\$ 104,795.40</b>

<b>Additional Costs</b>			
<b>ITEM</b>	<b>PERCENTAGE</b>	<b>Total Cost</b>	
Engineering and Survey	8%	\$	8,383.63
Construction management	3%	\$	3,143.86
Material Testing	2%	\$	2,095.91
City management	1%	\$	1,047.95
Legal	1%	\$	1,047.95
Contingency	15%	\$	15,719.31
<b>Total</b>		\$	<b>31,438.62</b>

<b>Total Project Cost</b>	<b>\$ 136,234.02</b>
<b>Cost per LF of Pipe</b>	<b>\$ 123.85</b>

\*Project is planned to be completed with the construction of Lakeview Estates.

<b>Option: C.1 - New 6-inch Pressure Main to JSSD Lift Station</b>				
<b>ITEM</b>	<b>Quantity</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>Total Cost</b>
Mobilization and Demobilization	1	Lump	10%	\$ 132,252.44
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	7100	LF	\$ 11.76	\$ 83,496.00
Install 8" Sanitary Sewer Pipe		LF	\$ 53.00	\$ -
Install 6" Pressurized Sanitary Sewer Pipe	7100	LF	\$ 104.00	\$ 738,400.00
Install 4-Foot Diameter Manhole		Each	\$ 4,320.00	\$ -
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	889	SY	\$ 42.00	\$ 37,338.00
Landscaping and surface Restoration	10000	SY	\$ 1.80	\$ 18,000.00
				<b>\$ 1,017,326.44</b>

<b>Additional Costs</b>			
<b>ITEM</b>	<b>PERCENTAGE</b>	<b>Total Cost</b>	
Engineering and Survey	8%	\$	81,386.12
Construction management	3%	\$	30,519.79
Material Testing	2%	\$	20,346.53
City management	1%	\$	10,173.26
Legal	1%	\$	10,173.26
Contingency	15%	\$	152,598.97
<b>Total</b>		\$	<b>305,197.93</b>

<b>Total Project Cost</b>	<b>\$ 1,322,524.37</b>
<b>Cost per LF of Pipe</b>	<b>\$ 186.27</b>

<b>Option: C.2 - New 6-inch Pressure Main Connection</b>				
ITEM	Quantity	UNIT	UNIT COST	Total Cost
Mobilization and Demobilization	1	Lump	10%	\$ 2,946.16
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	100	LF	\$ 11.76	\$ 1,176.00
Install 8" Sanitary Sewer Pipe		LF	\$ 53.00	\$ -
Install 6" Pressurized Sanitary Sewer Pipe	100	LF	\$ 104.00	\$ 10,400.00
Install 4-Foot Diameter Manhole		Each	\$ 4,320.00	\$ -
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching		SY	\$ 42.00	\$ -
Landscaping and surface Restoration	167	SY	\$ 1.80	\$ 300.60
				<b>\$ 22,662.76</b>

<b>Additional Costs</b>			
ITEM	PERCENTAGE	Total Cost	
Engineering and Survey	8%	\$ 1,813.02	
Construction management	3%	\$ 679.88	
Material Testing	2%	\$ 453.26	
City management	1%	\$ 226.63	
Legal	1%	\$ 226.63	
Contingency	15%	\$ 3,399.41	
<b>Total</b>		<b>\$ 6,798.83</b>	

<b>Total Project Cost</b>	<b>\$ 29,461.59</b>
<b>Cost per LF of Pipe</b>	<b>\$ 294.62</b>

\*Project is planned to be completed with the construction of Lakeview Estates.

**Option: C.3 - New 8-inch main along HWY 248**

ITEM	Quantity	UNIT	UNIT COST	Total Cost
Mobilization and Demobilization	1	Lump	10%	\$ 105,381.49
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	8636	LF	\$ 11.76	\$ 101,559.36
Install 8" Sanitary Sewer Pipe	8636	LF	\$ 53.00	\$ 457,708.00
Install 6" Pressurized Sanitary Sewer Pipe		LF	\$ 104.00	\$ -
Install 4-Foot Diameter Manhole	22	Each	\$ 4,320.00	\$ 95,040.00
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	445	SY	\$ 42.00	\$ 18,690.00
Landscaping and surface Restoration	13560	SY	\$ 1.80	\$ 24,408.00
				<b>\$ 810,626.85</b>

**Additional Costs**

ITEM	PERCENTAGE	Total Cost
Engineering and Survey	8%	\$ 64,850.15
Construction management	3%	\$ 24,318.81
Material Testing	2%	\$ 16,212.54
City management	1%	\$ 8,106.27
Legal	1%	\$ 8,106.27
Contingency	15%	\$ 121,594.03
<b>Total</b>		<b>\$ 243,188.06</b>

**Total Project Cost****\$ 1,053,814.91****Cost per LF of Pipe****\$ 122.03**

\*Assumes trench installation across HWY 248, not jack and bore.

\*Only accounts for new 8-inch main along HWY 248. See C.1 or C.2 for redirecting Vantage Lane flows.

\*Need to add on cost from C.1 or C.2. for Total Project Cost.

<b>Option: C.4 - New 6-inch Pressure Main to JSSD Lift Station</b>				
<b>ITEM</b>	<b>Quantity</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>Total Cost</b>
Mobilization and Demobilization	1	Lump	10%	\$ 46,743.88
Traffic Control	8	Days	\$ 240.00	\$ 1,920.00
Remove Existing Pipe		LF	\$ 6.00	\$ -
Remove Manhole		Each	\$ 1,200.00	\$ -
Remove existing surface materials	2140	LF	\$ 11.76	\$ 25,166.40
Install 8" Sanitary Sewer Pipe		LF	\$ 53.00	\$ -
Install 6" Pressurized Sanitary Sewer Pipe	2140	LF	\$ 104.00	\$ 222,560.00
Install 4-Foot Diameter Manhole		Each	\$ 4,320.00	\$ -
Install 5-Foot Diameter Manhole		Each	\$ 5,400.00	\$ -
Reconnect Service Laterals		Each	\$ 2,100.00	\$ -
Connect to Existing System	2	Each	\$ 3,920.00	\$ 7,840.00
Roadway Patching	889	SY	\$ 42.00	\$ 37,338.00
Landscaping and surface Restoration	10000	SY	\$ 1.80	\$ 18,000.00
				<b>\$ 359,568.28</b>

<b>Additional Costs</b>			
<b>ITEM</b>	<b>PERCENTAGE</b>	<b>Total Cost</b>	
Engineering and Survey	8%	\$	28,765.46
Construction management	3%	\$	10,787.05
Material Testing	2%	\$	7,191.37
City management	1%	\$	3,595.68
Legal	1%	\$	3,595.68
Contingency	15%	\$	53,935.24
<b>Total</b>		\$	<b>107,870.48</b>

<b>Total Project Cost</b>	<b>\$ 467,438.76</b>
<b>Cost per LF of Pipe</b>	<b>\$ 218.43</b>

## ***E. SEWERGEMS REPORT***





**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

ID	Label	Length (Scaled) (ft)	Slope (Calculated) (ft/ft)	Diameter (in)	Is Active?	Flow (gal/min)
304	CO-4	64.9	0.005	8.00	True	5.62
305	CO-5	339.0	0.078	8.00	True	6.19
306	CO-6	114.1	0.004	8.00	True	8.08
307	CO-7	115.6	0.004	8.00	True	7.69
308	CO-8	65.8	0.004	8.00	True	7.30
309	CO-9	28.6	0.043	8.00	True	11.52
310	CO-10	85.5	0.172	8.00	True	11.52
311	CO-11	53.7	0.063	8.00	True	11.52
312	CO-12	79.7	0.078	8.00	True	12.48
313	CO-13	47.5	0.039	8.00	True	12.96
314	CO-14	87.6	0.020	8.00	True	12.96
315	CO-15	200.4	0.045	8.00	True	13.92
316	CO-16	308.5	0.005	8.00	True	21.12
317	CO-17	342.2	0.037	8.00	True	21.60
318	CO-18	335.7	0.023	8.00	True	21.60
319	CO-19	207.5	0.020	8.00	True	21.60
320	CO-20	243.1	0.031	8.00	True	21.60
321	CO-21	395.8	0.088	8.00	True	21.60
322	CO-22	61.6	0.004	8.00	True	0.48
323	CO-23	213.8	0.004	8.00	True	1.44
324	CO-24	364.6	0.102	8.00	True	3.93
325	CO-25	36.7	0.074	8.00	True	6.96
326	CO-26	48.3	0.060	8.00	True	7.30
327	CO-27	41.7	0.062	8.00	True	7.03
328	CO-28	274.3	0.004	8.00	True	0.48
329	CO-29	127.1	0.004	8.00	True	2.40
330	CO-30	92.4	0.004	8.00	True	3.36
331	CO-31	94.0	0.066	8.00	True	4.32
332	CO-32	118.9	0.087	8.00	True	5.04
333	CO-33	35.1	0.080	8.00	True	5.28
334	CO-34	57.5	0.116	8.00	True	5.28
335	CO-35	47.8	0.006	8.00	True	5.41
337	CO-37	21.6	0.048	8.00	True	0.00
338	CO-38	406.6	0.046	8.00	True	0.24
339	CO-39	301.6	0.095	8.00	True	0.72
340	CO-40	116.0	0.036	8.00	True	1.68
341	CO-41	299.4	0.003	8.00	True	1.92
342	CO-42	364.5	0.090	8.00	True	2.16
343	CO-43	364.3	0.030	8.00	True	2.16
345	CO-45	108.6	0.098	8.00	True	0.00
346	CO-46	390.4	0.056	8.00	True	0.00
347	CO-47	273.8	0.009	8.00	True	0.00
348	CO-48	377.3	0.052	8.00	True	0.00
349	CO-49	374.8	0.117	8.00	True	0.00
350	CO-50	88.7	0.068	8.00	True	0.48
351	CO-51	175.8	0.011	8.00	True	0.48

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

ID	Label	Length (Scaled) (ft)	Slope (Calculated) (ft/ft)	Diameter (in)	Is Active?	Flow (gal/min)
354	CO-54	148.3	0.101	8.00	True	0.00
355	CO-55	160.6	0.066	8.00	True	0.24
356	CO-56	205.4	0.129	8.00	True	3.12
357	CO-57	245.7	0.042	8.00	True	3.12
358	CO-58	465.7	0.079	8.00	True	3.12
359	CO-59	383.1	0.062	8.00	True	3.12
360	CO-60	24.0	0.056	8.00	True	0.00
361	CO-61	463.0	0.115	8.00	True	3.12
362	CO-62	235.4	0.054	8.00	True	3.12
363	CO-63	229.1	0.009	8.00	True	3.12
364	CO-64	109.7	0.020	8.00	True	3.12
365	CO-65	394.5	0.017	8.00	True	3.12
366	CO-66	398.1	0.065	8.00	True	3.12
367	CO-67	389.9	0.068	8.00	True	3.12
368	CO-68	360.4	0.049	8.00	True	3.12
369	CO-69	279.1	0.012	8.00	True	32.64
370	CO-70	183.5	0.139	8.00	True	32.64
371	CO-71	145.9	0.192	10.00	True	32.64
372	CO-72	217.1	0.003	10.00	True	32.64
373	CO-73	153.9	0.039	10.00	True	32.64
374	CO-74	181.3	0.009	10.00	True	41.04
375	CO-75	203.7	0.028	10.00	True	41.04
376	CO-76	429.6	0.057	8.00	True	23.04
377	CO-77	337.8	0.095	8.00	True	23.52
378	CO-78	137.7	0.083	8.00	True	23.52
379	CO-79	159.0	0.043	8.00	True	23.52
380	CO-80	95.8	0.016	8.00	True	23.52
381	CO-81	278.3	0.012	8.00	True	23.52
382	CO-82	267.3	0.007	8.00	True	23.52
383	CO-83	215.6	0.005	8.00	True	23.52
384	CO-84	77.7	0.013	8.00	True	24.00
385	CO-85	42.2	0.006	8.00	True	24.00
386	CO-86	191.3	0.034	8.00	True	24.00
391	CO-88	23.1	0.009	8.00	True	0.00
394	CO-91	35.4	0.028	8.00	True	24.00
414	CO-92(1)	388.7	0.015	8.00	True	26.64
415	CO-92(2)	195.3	0.048	8.00	True	29.04
396	CO-93	54.6	0.192	8.00	True	29.28
397	CO-94	233.5	0.198	8.00	True	29.28
398	CO-95	63.1	0.034	8.00	True	29.28
399	CO-96	102.3	0.050	8.00	True	29.28
400	CO-97	296.5	0.067	8.00	True	29.28
401	CO-98	332.4	0.149	8.00	True	29.28
402	CO-99	258.5	0.136	8.00	True	29.28
403	CO-100	206.3	0.058	8.00	True	29.28
406	CO-103	44.6	0.196	8.00	True	0.24

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

ID	Label	Length (Scaled) (ft)	Slope (Calculated) (ft/ft)	Diameter (in)	Is Active?	Flow (gal/min)
407	CO-104	170.3	0.056	8.00	True	0.00
408	CO-105	282.4	0.011	8.00	True	0.24
409	CO-106	44.1	0.023	8.00	True	0.48
410	CO-107	45.3	0.020	8.00	True	0.72
411	CO-108	244.9	0.075	8.00	True	0.96
412	CO-109	179.9	0.070	8.00	True	2.40
416	CO-110	36.9	0.059	8.00	True	2.40
417	CO-111	207.4	0.069	8.00	True	0.00
418	CO-112	186.7	0.152	8.00	True	0.00
419	CO-113	138.9	0.171	8.00	True	0.00
420	CO-114	375.9	0.081	8.00	True	0.48
421	CO-115	358.2	0.071	8.00	True	1.68
422	CO-116	97.9	0.130	8.00	True	2.64
423	CO-117	290.3	0.083	8.00	True	0.00
424	CO-118	181.2	0.108	8.00	True	0.24
425	CO-119	163.0	0.192	8.00	True	0.72
427	CO-120	92.7	0.012	8.00	True	5.76
428	CO-121	101.8	0.012	8.00	True	6.00
429	CO-122	62.9	0.014	8.00	True	6.48
430	CO-123	373.9	0.057	8.00	True	6.96
431	CO-124	100.5	0.052	8.00	True	7.20
432	CO-125	168.9	0.065	8.00	True	7.68
433	CO-126	128.9	0.065	8.00	True	7.68
434	CO-127	18.7	0.060	8.00	True	7.68
435	CO-128	186.0	0.212	8.00	True	7.68
436	CO-129	248.3	0.199	8.00	True	8.40
437	CO-130	273.6	0.172	8.00	True	8.40
438	CO-131	166.4	0.142	8.00	True	8.40
439	CO-132	201.4	0.082	8.00	True	0.96
440	CO-133	21.9	0.007	8.00	True	1.44
441	CO-134	412.7	0.076	8.00	True	5.76
442	CO-135	583.5	0.102	8.00	True	4.32
443	CO-136	78.8	0.048	8.00	True	0.48
444	CO-137	374.6	0.018	8.00	True	0.48
445	CO-138	112.3	0.042	8.00	True	4.56
446	CO-139	272.0	0.198	8.00	True	10.32
447	CO-140	252.5	0.006	8.00	True	0.00
448	CO-141	107.4	0.020	8.00	True	0.96
449	CO-142	304.6	0.075	8.00	True	1.53
450	CO-143	36.9	0.155	8.00	True	2.37
451	CO-144	206.7	0.004	8.00	True	0.48
452	CO-145	146.4	0.072	8.00	True	1.44
453	CO-146	109.6	0.046	8.00	True	1.92
454	CO-147	253.4	0.065	8.00	True	2.47
455	CO-148	51.9	0.505	8.00	True	4.46
456	CO-149	21.5	0.033	8.00	True	4.56

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

ID	Label	Length (Scaled) (ft)	Slope (Calculated) (ft/ft)	Diameter (in)	Is Active?	Flow (gal/min)
457	CO-150	170.5	0.004	8.00	True	4.52
458	CO-151	139.6	0.004	8.00	True	5.00
460	CO-153	24.9	0.040	8.00	True	1.12
461	CO-154	272.7	0.066	8.00	True	0.00
462	CO-155	71.3	0.070	8.00	True	0.00
463	CO-156	187.5	0.052	8.00	True	0.00
464	CO-157	59.8	0.004	8.00	True	0.00
465	CO-158	274.5	0.006	8.00	True	0.00
466	CO-159	134.5	0.003	8.00	True	0.00
467	CO-160	178.9	0.041	8.00	True	0.00
468	CO-161	104.7	0.020	8.00	True	0.00
469	CO-162	120.2	0.010	8.00	True	0.00
471	CO-163	243.0	0.005	12.00	True	0.00
474	CO-164	154.9	0.004	8.00	True	0.00
475	CO-165	158.0	0.004	8.00	True	0.00
476	CO-166	186.7	0.004	8.00	True	0.00
477	CO-167	178.1	0.004	8.00	True	0.00
478	CO-168	41.3	0.061	8.00	True	0.00
479	CO-169	126.3	0.103	8.00	True	0.00
480	CO-170	158.1	0.096	8.00	True	3.36
481	CO-171	199.5	0.062	8.00	True	3.36
482	CO-172	63.7	0.078	8.00	True	3.36
483	CO-173	322.6	0.073	8.00	True	3.36
484	CO-174	372.2	0.004	8.00	True	3.36
485	CO-175	161.6	0.005	8.00	True	0.48
486	CO-176	202.0	0.010	8.00	True	1.44
487	CO-177	149.0	0.004	8.00	True	2.44
488	CO-178	145.4	0.004	8.00	True	3.36
489	CO-179	103.1	0.004	8.00	True	3.36
490	CO-180	125.4	0.004	8.00	True	0.00
491	CO-181	135.0	0.004	8.00	True	0.00
492	CO-182	149.1	0.004	8.00	True	0.00
493	CO-183	175.0	0.004	8.00	True	0.00
494	CO-184	130.8	0.004	8.00	True	0.00
495	CO-185	169.5	0.111	8.00	True	0.00
499	CO-186	73.1	0.029	8.00	True	3.36
528	CO-191	148.8	0.198	8.00	True	1.20
627	CO-192(1)	92.2	0.107	8.00	True	1.20
628	CO-192(2)	454.9	0.065	8.00	True	1.20
548	CO-193(1)	238.0	0.023	8.00	True	1.20
549	CO-193(2)	430.0	0.029	8.00	True	4.32
531	CO-194	381.5	0.108	8.00	True	0.00
532	CO-195	400.8	0.105	8.00	True	0.00
533	CO-196	214.5	0.070	8.00	True	0.24
534	CO-197	822.4	0.114	8.00	True	0.24
535	CO-198	207.3	0.022	8.00	True	0.00

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

ID	Label	Length (Scaled) (ft)	Slope (Calculated) (ft/ft)	Diameter (in)	Is Active?	Flow (gal/min)
536	CO-199	140.7	0.018	8.00	True	0.00
537	CO-200	811.7	0.073	8.00	True	0.00
538	CO-201	399.7	0.075	8.00	True	0.24
539	CO-202	405.4	0.090	8.00	True	0.24
540	CO-203	408.5	0.098	8.00	True	0.00
541	CO-204	312.6	0.037	8.00	True	0.00
542	CO-205	351.8	0.045	8.00	True	0.96
543	CO-206	379.0	0.057	8.00	True	2.26
544	CO-207	373.5	0.093	8.00	True	2.98
545	CO-208	146.7	0.096	8.00	True	3.22
546	CO-209	368.4	0.021	8.00	True	3.22
550	CO-210	646.6	0.120	8.00	True	3.22
553	CO-211	80.9	0.055	8.00	False	(N/A)
554	CO-212	108.5	0.102	8.00	False	(N/A)
555	CO-213	232.6	0.049	8.00	False	(N/A)
556	CO-214	342.6	0.052	12.00	True	0.00
557	CO-215	212.1	0.036	12.00	True	0.00
558	CO-216	167.6	0.022	12.00	True	0.00
563	CO-218	454.3	0.034	8.00	True	0.00
564	CO-219	140.3	0.067	8.00	True	0.00
566	CO-221	259.6	0.011	8.00	False	(N/A)
567	CO-222	99.9	0.100	8.00	False	(N/A)
568	CO-223	318.2	0.117	8.00	False	(N/A)
569	CO-224	188.3	0.044	8.00	False	(N/A)
570	CO-225	289.1	0.129	8.00	True	0.00
571	CO-226	236.6	0.045	8.00	True	0.00
572	CO-227	281.6	0.031	8.00	True	0.00
573	CO-228	167.4	0.141	8.00	True	0.00
574	CO-229	101.1	0.170	8.00	False	(N/A)
575	CO-230	102.4	0.154	8.00	False	(N/A)
576	CO-231	134.4	0.064	8.00	False	(N/A)
577	CO-232	360.6	0.046	8.00	False	(N/A)
578	CO-233	105.1	0.010	8.00	True	0.00
579	CO-234	137.1	0.007	8.00	True	0.00
580	CO-235	237.9	0.053	8.00	True	0.00
581	CO-236	93.6	0.157	8.00	True	0.00
582	CO-237	94.8	0.163	8.00	True	0.00
583	CO-238	73.5	0.052	8.00	True	0.00
1495	CO-239(1)	20.9	0.016	8.00	True	0.00
1496	CO-239(2)	93.6	0.021	12.00	True	49.44
587	CO-240	146.3	0.009	12.00	True	49.44
588	CO-241	34.7	0.100	12.00	True	49.44
589	CO-242	100.2	0.153	12.00	True	49.44
590	CO-243	98.3	0.010	8.00	True	0.00
591	CO-244	88.8	0.006	8.00	True	0.00
592	CO-245	117.5	0.011	8.00	True	0.00

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

ID	Label	Length (Scaled) (ft)	Slope (Calculated) (ft/ft)	Diameter (in)	Is Active?	Flow (gal/min)
593	CO-246	259.7	0.014	8.00	True	0.00
594	CO-247	290.3	0.010	8.00	True	0.00
595	CO-248	67.2	0.014	8.00	True	0.00
596	CO-249	81.8	0.013	8.00	True	0.00
597	CO-250	235.3	0.014	8.00	True	0.00
598	CO-251	89.9	0.015	8.00	True	0.00
600	CO-253	270.3	0.013	8.00	True	0.00
601	CO-254	70.6	0.075	8.00	True	0.00
602	CO-255	82.3	0.064	8.00	True	0.00
607	CO-257	283.5	0.010	12.00	True	164.22
1461	CO-258(2)	216.2	0.005	12.00	True	168.84
610	CO-259	107.6	0.127	8.00	True	5.76
611	CO-260	217.9	0.043	8.00	True	13.92
612	CO-261	235.3	0.067	8.00	True	21.60
613	CO-262	120.0	0.092	8.00	True	29.28
614	CO-263	99.1	0.059	8.00	True	0.00
615	CO-264	91.7	0.063	8.00	True	2.40
616	CO-265	214.5	0.016	8.00	True	2.42
617	CO-266	98.2	0.002	12.00	True	5.76
618	CO-267	115.5	0.098	12.00	True	11.52
619	CO-268	157.6	0.006	12.00	True	20.16
620	CO-269	178.9	0.005	12.00	True	2.88
630	CO-271	266.7	0.087	8.00	True	29.52
631	CO-272	322.9	0.046	8.00	True	2.16
1153	CO-274	122.8	0.009	8.00	True	0.48
1155	CO-275	125.4	0.036	8.00	True	0.48
1202	CO-281	224.9	0.086	8.00	True	0.00
1203	CO-282	373.7	0.073	8.00	True	0.00
1204	CO-283	180.3	0.050	8.00	True	0.00
1205	CO-284	96.7	0.005	8.00	True	0.48
1209	CO-285	242.2	0.049	8.00	True	0.00
1210	CO-286	250.8	0.076	8.00	True	0.00
1211	CO-287	90.3	0.477	8.00	True	0.00
1212	CO-288	126.9	0.056	8.00	True	1.37
1213	CO-289	54.0	0.046	8.00	True	1.36
1214	CO-290	107.5	0.013	8.00	True	1.93
1215	CO-291	193.8	0.056	8.00	True	0.00
1216	CO-292	139.4	0.055	8.00	True	0.00
1218	CO-293	143.0	0.062	8.00	True	1.92
1499	CO-296	16.8	0.213	8.00	True	2.04
1224	CO-297	80.4	0.087	8.00	True	0.00
1225	CO-298	143.3	0.032	8.00	True	0.00
1226	CO-299	358.9	0.029	8.00	True	0.00
1229	CO-300	435.6	0.034	8.00	False	(N/A)
1231	CO-301	97.9	0.004	8.00	False	(N/A)
1233	CO-302	30.5	0.008	8.00	False	(N/A)

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

ID	Label	Length (Scaled) (ft)	Slope (Calculated) (ft/ft)	Diameter (in)	Is Active?	Flow (gal/min)
1235	CO-303	118.6	0.010	8.00	False	(N/A)
1237	CO-304	184.2	0.007	8.00	False	(N/A)
1239	CO-305	105.4	0.013	8.00	False	(N/A)
1241	CO-306	307.6	0.066	8.00	False	(N/A)
1243	CO-307	77.9	0.505	8.00	False	(N/A)
1245	CO-308	451.3	0.037	8.00	False	(N/A)
1246	CO-309	169.0	0.006	8.00	False	(N/A)
1451	CO-311	758.8	0.070	8.00	True	0.00
1466	CO-313	2,345.2	0.026	12.00	True	0.00
1472	CO-316	580.5	0.062	12.00	True	20.16
1474	CO-317	419.0	0.115	12.00	True	0.00
1477	CO-318	48.4	0.021	12.00	True	20.16
1492	CO-319(1)	3,215.7	0.031	12.00	True	0.00
1493	CO-319(2)	564.2	0.009	12.00	True	49.44
1513	CO-326	663.1	0.065	8.00	False	(N/A)
1519	CO-327	745.1	0.001	8.00	True	0.00
1738	CO-329	2,320.4	0.052	12.00	False	(N/A)
Flow (Maximum) (gal/min)	Velocity (ft/s)	Material	Capacity (Full Flow) (gal/min)	Flow / Capacity (Design) (%)	Invert (Start) (ft)	Invert (Stop) (ft)
5.76	0.68	PVC	495.23	1.1	6,815.05	6,814.73
6.19	0.74	PVC	1,963.65	0.3	6,814.53	6,788.23
8.08	0.80	PVC	442.83	1.8	6,788.03	6,787.58
8.77	0.76	PVC	439.83	1.7	6,787.38	6,786.93
8.78	0.77	PVC	425.96	1.7	6,786.73	6,786.49
15.97	0.68	PVC	1,463.08	0.8	6,786.19	6,784.96
16.06	0.68	PVC	2,922.74	0.4	6,784.36	6,769.67
16.12	0.68	PVC	1,774.22	0.6	6,769.67	6,766.27
16.69	0.69	PVC	1,969.44	0.6	6,766.27	6,760.05
16.90	0.70	PVC	1,394.52	0.9	6,760.05	6,758.19
16.68	0.70	PVC	987.71	1.3	6,758.19	6,756.47
17.56	0.71	PVC	1,494.90	0.9	6,756.47	6,747.46
24.82	1.04	PVC	493.29	4.3	6,747.26	6,745.75
25.16	0.91	PVC	1,352.39	1.6	6,745.75	6,733.16
25.27	1.14	PVC	1,070.51	2.0	6,733.16	6,725.42
25.19	0.87	PVC	994.71	2.2	6,725.42	6,721.29
25.18	0.80	PVC	1,234.34	1.7	6,721.29	6,713.84
25.16	0.80	PVC	2,096.54	1.0	6,713.84	6,678.84
0.48	0.52	PVC	440.08	0.1	6,834.46	6,834.22
1.48	0.55	PVC	441.93	0.3	6,834.02	6,833.18
3.93	0.58	PVC	2,256.20	0.2	6,832.98	6,795.64
8.16	0.62	PVC	1,916.76	0.4	6,795.27	6,792.56
8.06	0.63	PVC	1,733.91	0.4	6,792.26	6,789.34
7.57	0.62	PVC	1,753.98	0.4	6,789.07	6,786.49
0.48	0.52	PVC	438.26	0.1	6,777.66	6,776.60
2.42	0.59	PVC	437.75	0.5	6,776.40	6,775.91

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

Flow (Maximum) (gal/min)	Velocity (ft/s)	Material	Capacity (Full Flow) (gal/min)	Flow / Capacity (Design) (%)	Invert (Start) (ft)	Invert (Stop) (ft)
3.37	0.62	PVC	433.90	0.8	6,775.71	6,775.36
4.36	0.59	PVC	1,817.65	0.2	6,775.16	6,768.91
5.09	0.60	PVC	2,083.56	0.2	6,768.59	6,758.21
5.31	0.60	PVC	1,991.26	0.3	6,757.85	6,755.05
5.33	0.60	PVC	2,396.23	0.2	6,754.68	6,748.04
5.41	0.65	PVC	549.07	1.0	6,747.75	6,747.46
0.00	0.00	PVC	1,539.62	0.0	6,724.25	6,723.22
0.24	0.45	PVC	1,518.41	0.0	6,723.22	6,704.36
0.72	0.53	PVC	2,167.92	0.0	6,704.36	6,675.84
1.70	0.55	PVC	1,336.63	0.1	6,675.84	6,671.67
1.96	0.62	PVC	357.55	0.5	6,671.67	6,670.90
2.19	0.55	PVC	2,112.40	0.1	6,670.90	6,638.18
2.30	0.55	PVC	1,213.42	0.2	6,638.18	6,627.39
0.00	0.00	PVC	2,203.42	0.0	6,648.77	6,638.16
0.00	0.00	PVC	1,666.40	0.0	6,715.54	6,693.73
0.00	0.00	PVC	677.77	0.0	6,693.73	6,691.20
0.00	0.00	PVC	1,614.39	0.0	6,691.20	6,671.42
0.00	0.00	PVC	2,416.42	0.0	6,671.42	6,627.39
0.48	0.52	PVC	1,833.36	0.0	6,620.53	6,614.53
0.48	0.52	PVC	736.75	0.1	6,614.53	6,612.61
0.00	0.00	PVC	2,239.58	0.0	6,638.16	6,623.20
0.24	0.45	PVC	1,810.56	0.0	6,623.20	6,612.61
3.95	0.57	PVC	2,529.08	0.1	6,612.61	6,586.18
3.97	0.57	PVC	1,442.20	0.2	6,586.18	6,575.90
4.04	0.57	PVC	1,984.84	0.2	6,575.90	6,538.99
3.94	0.57	PVC	1,749.18	0.2	6,538.99	6,515.41
0.00	0.00	PVC	1,664.61	0.0	6,577.24	6,575.90
4.26	0.57	PVC	2,386.22	0.1	6,515.41	6,462.37
4.95	0.57	PVC	1,642.15	0.2	6,462.37	6,449.60
4.06	0.57	PVC	658.79	0.5	6,449.60	6,447.60
4.02	0.57	PVC	1,000.59	0.3	6,447.60	6,445.39
4.04	0.57	PVC	914.74	0.3	6,445.39	6,438.75
4.02	0.57	PVC	1,798.68	0.2	6,438.75	6,412.84
4.00	0.57	PVC	1,835.75	0.2	6,412.84	6,386.41
3.99	0.57	PVC	1,559.04	0.2	6,386.41	6,368.79
37.34	0.93	PVC	763.21	4.3	6,368.79	6,365.52
37.25	0.93	PVC	2,623.96	1.2	6,365.52	6,340.10
38.57	0.93	PVC	5,599.97	0.6	6,340.10	6,312.10
37.24	0.93	PVC	736.24	4.4	6,312.10	6,311.38
37.24	0.93	PVC	2,534.17	1.3	6,311.38	6,305.33
56.97	1.03	PVC	1,223.27	3.4	6,305.33	6,303.67
56.99	1.03	PVC	2,132.99	1.9	6,303.67	6,298.00
26.65	0.82	PVC	1,676.85	1.4	6,678.84	6,654.54
27.15	0.94	PVC	2,168.24	1.1	6,654.54	6,622.59
27.22	0.83	PVC	2,025.43	1.2	6,622.59	6,611.23
27.19	0.83	PVC	1,468.62	1.6	6,611.23	6,604.33



**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

Flow (Maximum) (gal/min)	Velocity (ft/s)	Material	Capacity (Full Flow) (gal/min)	Flow / Capacity (Design) (%)	Invert (Start) (ft)	Invert (Stop) (ft)
27.13	0.83	PVC	891.04	2.6	6,604.33	6,602.80
27.13	1.16	PVC	774.76	3.0	6,602.80	6,599.44
27.12	1.10	PVC	570.49	4.1	6,599.44	6,597.69
27.09	0.87	PVC	480.16	4.9	6,597.69	6,596.69
27.61	0.83	PVC	800.06	3.0	6,596.69	6,595.69
27.60	0.84	PVC	564.24	4.3	6,595.69	6,595.42
27.57	0.83	PVC	1,308.46	1.8	6,595.42	6,588.83
0.00	0.00	PVC	655.62	0.0	6,606.40	6,606.20
27.73	0.83	PVC	1,185.51	2.0	6,588.83	6,587.83
30.32	0.86	PVC	870.12	3.1	6,587.83	6,581.91
32.70	0.89	PVC	1,546.69	1.9	6,581.91	6,572.51
32.98	0.89	PVC	3,092.08	0.9	6,572.51	6,562.00
33.18	0.89	PVC	3,137.86	0.9	6,562.00	6,515.75
33.44	0.89	PVC	1,301.11	2.3	6,515.75	6,513.60
33.44	0.89	PVC	1,583.42	1.8	6,513.60	6,508.44
33.44	0.89	PVC	1,819.51	1.6	6,508.44	6,488.69
33.44	0.89	PVC	2,722.96	1.1	6,488.69	6,439.11
33.44	0.89	PVC	2,602.24	1.1	6,439.11	6,403.90
33.44	0.89	PVC	1,691.32	1.7	6,403.90	6,392.03
0.24	0.45	PVC	3,118.61	0.0	6,581.24	6,572.51
0.00	0.00	PVC	1,665.17	0.0	6,525.25	6,515.75
0.24	0.45	PVC	726.62	0.0	6,584.24	6,581.24
0.48	0.52	PVC	1,077.02	0.0	6,616.80	6,615.77
0.72	0.53	PVC	988.12	0.1	6,615.77	6,614.88
0.96	0.53	PVC	1,925.13	0.0	6,614.88	6,596.62
2.43	0.56	PVC	1,862.24	0.1	6,596.62	6,584.07
2.43	0.56	PVC	1,706.64	0.1	6,584.07	6,581.91
0.00	0.00	PVC	1,849.46	0.0	6,629.15	6,614.88
0.00	0.00	PVC	2,752.89	0.0	6,708.53	6,680.06
0.00	0.00	PVC	2,912.79	0.0	6,680.06	6,656.36
0.48	0.52	PVC	2,006.06	0.0	6,656.36	6,625.93
1.68	0.55	PVC	1,876.11	0.1	6,625.93	6,600.57
2.64	0.56	PVC	2,544.01	0.1	6,600.57	6,587.83
0.00	0.00	PVC	2,033.00	0.0	6,680.50	6,656.36
0.24	0.45	PVC	2,316.03	0.0	6,647.55	6,628.00
0.72	0.53	PVC	3,093.28	0.0	6,628.00	6,596.62
5.80	0.70	PVC	785.49	0.7	6,515.25	6,514.10
6.04	0.66	PVC	771.88	0.8	6,514.10	6,512.88
6.52	0.75	PVC	833.81	0.8	6,512.88	6,512.00
7.00	0.69	PVC	1,681.91	0.4	6,512.00	6,490.72
18.67	0.70	PVC	1,614.71	0.4	6,490.52	6,485.25
19.15	0.71	PVC	1,795.96	0.4	6,485.25	6,474.29
19.15	0.71	PVC	1,798.75	0.4	6,474.29	6,465.90
19.15	0.71	PVC	1,723.55	0.4	6,465.90	6,464.78
19.15	0.63	PVC	3,244.15	0.2	6,464.78	6,425.40
19.87	0.64	PVC	3,144.92	0.3	6,425.40	6,376.00

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

Flow (Maximum) (gal/min)	Velocity (ft/s)	Material	Capacity (Full Flow) (gal/min)	Flow / Capacity (Design) (%)	Invert (Start) (ft)	Invert (Stop) (ft)
19.87	0.65	PVC	2,922.36	0.3	6,376.00	6,329.00
19.87	0.66	PVC	2,659.25	0.3	6,329.00	6,305.33
0.96	0.53	PVC	2,018.66	0.0	6,563.56	6,547.05
1.47	0.54	PVC	602.11	0.2	6,546.85	6,546.69
5.80	0.64	PVC	1,939.84	0.3	6,546.49	6,515.25
4.32	0.60	PVC	2,249.15	0.2	6,608.08	6,548.70
0.48	0.52	PVC	1,544.34	0.0	6,564.01	6,560.23
0.48	0.52	PVC	942.24	0.1	6,560.03	6,553.34
4.56	0.59	PVC	1,439.22	0.3	6,553.14	6,548.46
11.35	0.66	PVC	3,139.98	0.3	6,548.06	6,494.12
11.52	0.00	PVC	537.91	0.0	6,492.19	6,490.72
0.96	0.53	PVC	1,008.92	0.1	6,584.40	6,582.20
1.53	0.59	PVC	1,926.45	0.1	6,582.00	6,559.26
2.37	0.56	PVC	2,775.17	0.1	6,559.26	6,553.54
0.48	0.52	PVC	441.39	0.1	6,612.81	6,612.00
1.44	0.54	PVC	1,897.33	0.1	6,611.80	6,601.20
1.92	0.55	PVC	1,506.00	0.1	6,601.00	6,596.00
2.47	0.62	PVC	1,799.06	0.1	6,596.00	6,579.50
4.46	0.59	PVC	5,010.42	0.1	6,579.00	6,552.79
4.56	0.59	PVC	1,272.07	0.4	6,550.79	6,550.09
4.52	0.65	PVC	441.96	1.0	6,549.89	6,549.22
5.00	0.65	PVC	446.56	1.1	6,549.02	6,548.46
1.12	0.54	PVC	1,411.93	0.1	6,495.12	6,494.12
0.00	0.00	PVC	1,805.72	0.0	6,345.67	6,327.78
0.00	0.00	PVC	1,866.69	0.0	6,327.48	6,322.48
0.00	0.00	PVC	1,601.23	0.0	6,322.18	6,312.51
0.00	0.00	PVC	427.47	0.0	6,312.31	6,312.09
0.00	0.00	PVC	524.68	0.0	6,311.89	6,310.37
0.00	0.00	PVC	369.86	0.0	6,310.37	6,310.00
0.00	0.00	PVC	1,431.80	0.0	6,310.00	6,302.62
0.00	0.00	PVC	1,003.49	0.0	6,302.62	6,300.50
0.00	0.00	PVC	713.25	0.0	6,300.50	6,299.27
0.00	0.00	PVC	1,502.76	0.0	6,299.27	6,298.00
0.00	0.00	PVC	438.80	0.0	6,342.19	6,341.59
0.00	0.00	PVC	438.09	0.0	6,341.39	6,340.78
0.00	0.00	PVC	440.82	0.0	6,340.58	6,339.85
0.00	0.00	PVC	438.82	0.0	6,339.65	6,338.96
0.00	0.00	PVC	1,744.62	0.0	6,338.76	6,336.23
0.00	0.00	PVC	2,258.03	0.0	6,336.03	6,323.08
3.65	0.57	PVC	2,179.48	0.2	6,322.48	6,307.37
3.63	0.57	PVC	1,760.39	0.2	6,306.77	6,294.33
3.60	0.57	PVC	1,974.89	0.2	6,294.03	6,289.03
3.60	0.57	PVC	1,904.15	0.2	6,288.73	6,265.20
3.66	0.57	PVC	443.06	0.8	6,264.80	6,263.33
0.48	0.52	PVC	502.29	0.1	6,327.63	6,326.81
1.46	0.54	PVC	701.53	0.2	6,326.81	6,324.81

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

Flow (Maximum) (gal/min)	Velocity (ft/s)	Material	Capacity (Full Flow) (gal/min)	Flow / Capacity (Design) (%)	Invert (Start) (ft)	Invert (Stop) (ft)
2.44	0.59	PVC	436.03	0.6	6,324.61	6,324.04
3.36	0.60	PVC	441.44	0.8	6,323.84	6,323.27
3.36	0.62	PVC	433.73	0.8	6,323.07	6,322.68
0.00	0.00	PVC	436.20	0.0	6,310.53	6,310.05
0.00	0.00	PVC	437.63	0.0	6,309.85	6,309.33
0.00	0.00	PVC	439.69	0.0	6,309.13	6,308.55
0.00	0.00	PVC	439.55	0.0	6,308.35	6,307.67
0.00	0.00	PVC	435.98	0.0	6,307.47	6,306.97
0.00	0.00	PVC	2,344.95	0.0	6,282.38	6,263.63
3.64	0.57	PVC	1,203.60	0.3	6,263.13	6,261.00
1.20	0.54	PVC	3,135.33	0.0	6,739.25	6,709.82
1.20	0.54	PVC	2,301.01	0.1	6,709.82	6,700.00
1.20	0.54	PVC	1,797.82	0.1	6,700.00	6,670.42
1.20	0.54	PVC	1,072.69	0.1	6,670.42	6,664.91
4.32	0.64	PVC	1,191.44	0.4	6,664.91	6,652.63
0.00	0.00	PVC	2,320.02	0.0	6,836.26	6,794.95
0.00	0.00	PVC	2,284.80	0.0	6,794.95	6,752.86
0.24	0.45	PVC	1,870.67	0.0	6,847.77	6,832.67
0.24	0.45	PVC	2,376.25	0.0	6,832.67	6,739.25
0.00	0.00	PVC	1,054.85	0.0	6,909.83	6,905.19
0.00	0.00	PVC	934.11	0.0	6,909.83	6,907.36
0.00	0.00	PVC	1,910.33	0.0	6,907.36	6,847.77
0.24	0.45	PVC	1,928.64	0.0	6,828.54	6,798.63
0.24	0.45	PVC	2,115.29	0.0	6,865.03	6,828.54
0.00	0.00	PVC	2,210.68	0.0	6,905.19	6,865.03
0.00	0.00	PVC	1,355.81	0.0	6,847.77	6,836.21
0.96	0.53	PVC	1,500.85	0.1	6,836.21	6,820.27
2.26	0.63	PVC	1,684.80	0.1	6,820.27	6,798.63
2.98	0.58	PVC	2,146.85	0.1	6,798.63	6,764.00
3.22	0.57	PVC	2,185.09	0.1	6,764.00	6,749.91
3.22	0.60	PVC	1,011.35	0.3	6,749.91	6,742.33
3.22	0.57	PVC	2,439.67	0.1	6,742.33	6,664.91
(N/A)	(N/A)	PVC	1,659.40	(N/A)	6,416.84	6,412.36
(N/A)	(N/A)	PVC	2,256.23	(N/A)	6,412.06	6,400.95
(N/A)	(N/A)	PVC	1,552.79	(N/A)	6,400.65	6,389.37
0.00	0.00	PVC	4,757.87	0.0	6,532.81	6,514.86
0.00	0.00	PVC	3,955.98	0.0	6,514.86	6,507.18
0.00	0.00	PVC	3,108.94	0.0	6,507.18	6,503.43
0.00	0.00	PVC	1,299.73	0.0	6,560.83	6,545.39
0.00	0.00	PVC	1,829.88	0.0	6,545.39	6,535.94
(N/A)	(N/A)	PVC	734.82	(N/A)	6,666.41	6,663.59
(N/A)	(N/A)	PVC	2,224.21	(N/A)	6,663.59	6,653.65
(N/A)	(N/A)	PVC	2,416.48	(N/A)	6,653.65	6,616.27
(N/A)	(N/A)	PVC	1,486.28	(N/A)	6,616.27	6,607.90
0.00	0.00	PVC	2,536.44	0.0	6,607.90	6,570.48
0.00	0.00	PVC	1,495.71	0.0	6,570.48	6,559.83

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

Flow (Maximum) (gal/min)	Velocity (ft/s)	Material	Capacity (Full Flow) (gal/min)	Flow / Capacity (Design) (%)	Invert (Start) (ft)	Invert (Stop) (ft)
0.00	0.00	PVC	1,237.85	0.0	6,559.83	6,551.15
1.41	0.00	PVC	2,651.71	0.0	6,551.15	6,527.47
(N/A)	(N/A)	PVC	2,902.97	(N/A)	6,649.16	6,632.02
(N/A)	(N/A)	PVC	2,765.57	(N/A)	6,632.02	6,616.27
(N/A)	(N/A)	PVC	1,781.16	(N/A)	6,678.72	6,670.14
(N/A)	(N/A)	PVC	1,507.68	(N/A)	6,670.14	6,653.65
0.00	0.00	PVC	687.60	0.0	6,599.70	6,598.70
0.00	0.00	PVC	602.12	0.0	6,598.70	6,597.70
0.00	0.00	PVC	1,623.96	0.0	6,597.70	6,585.08
0.00	0.00	PVC	2,794.37	0.0	6,585.08	6,570.38
0.00	0.00	PVC	2,842.26	0.0	6,570.38	6,554.97
0.00	0.00	PVC	1,607.07	0.0	6,554.97	6,551.15
0.00	0.00	PVC	899.57	0.0	6,323.07	6,322.73
51.67	1.13	PVC	3,038.13	1.6	6,322.73	6,320.73
51.63	1.13	PVC	1,982.26	2.5	6,320.73	6,319.40
51.64	1.13	PVC	6,575.95	0.8	6,319.40	6,315.93
51.68	1.13	PVC	8,139.35	0.6	6,315.93	6,300.57
0.00	0.00	PVC	711.20	0.0	6,301.57	6,300.57
0.00	0.00	PVC	549.84	0.0	6,302.31	6,301.77
0.00	0.00	PVC	738.81	0.0	6,303.80	6,302.51
0.00	0.00	PVC	832.36	0.0	6,307.62	6,304.00
0.00	0.00	PVC	714.32	0.0	6,310.80	6,307.82
0.00	0.00	PVC	825.23	0.0	6,311.92	6,311.00
0.00	0.00	PVC	806.44	0.0	6,313.19	6,312.12
0.00	0.00	PVC	836.28	0.0	6,316.70	6,313.39
0.00	0.00	PVC	876.63	0.0	6,318.29	6,316.90
0.00	0.00	PVC	816.99	0.0	6,325.31	6,321.68
0.00	0.00	PVC	1,934.80	0.0	6,330.83	6,325.51
0.00	0.00	PVC	1,785.58	0.0	6,336.31	6,331.03
520.53	1.13	PVC	2,102.48	7.8	6,298.47	6,295.57
535.71	2.27	PVC	1,482.68	11.4	6,299.57	6,298.47
5.76	0.62	PVC	2,516.59	0.2	6,386.42	6,372.71
13.99	0.87	PVC	1,459.63	1.0	6,364.54	6,355.20
21.67	1.05	PVC	1,826.85	1.2	6,355.00	6,339.20
29.35	1.15	PVC	2,134.76	1.4	6,339.00	6,328.00
0.00	0.00	PVC	1,705.61	0.0	6,380.00	6,374.20
2.41	0.56	PVC	1,772.78	0.1	6,374.00	6,368.20
2.46	0.56	PVC	895.44	0.3	6,368.00	6,364.54
5.78	0.63	PVC	938.19	0.6	6,377.70	6,377.50
11.56	0.68	PVC	6,502.52	0.2	6,377.50	6,366.20
20.17	1.02	PVC	1,655.61	1.2	6,366.00	6,365.00
2.88	0.63	PVC	1,398.77	0.2	6,378.51	6,377.70
33.68	0.90	PVC	2,081.28	1.4	6,392.03	6,368.79
3.08	0.60	PVC	1,508.32	0.1	6,627.39	6,612.61
0.48	0.52	PVC	670.39	0.1	6,585.71	6,584.60
0.48	0.52	PVC	1,335.65	0.0	6,584.00	6,579.50

**Existing Scenario - ADD**  
**Conduit Table - Time: 0.00 hours**

Flow (Maximum) (gal/min)	Velocity (ft/s)	Material	Capacity (Full Flow) (gal/min)	Flow / Capacity (Design) (%)	Invert (Start) (ft)	Invert (Stop) (ft)
0.00	0.00	PVC	2,069.27	0.0	6,422.99	6,403.62
0.00	0.00	PVC	1,907.65	0.0	6,403.62	6,376.26
0.00	0.00	PVC	1,572.53	0.0	6,376.06	6,367.09
0.48	0.52	PVC	491.65	0.1	6,367.56	6,367.09
0.00	0.00	PVC	1,559.45	0.0	6,441.84	6,429.99
0.00	0.00	PVC	1,945.60	0.0	6,429.99	6,410.89
0.00	0.00	PVC	4,871.30	0.0	6,410.89	6,367.76
1.37	0.54	PVC	1,675.62	0.1	6,366.89	6,359.72
1.36	0.54	PVC	1,507.24	0.1	6,359.52	6,357.05
1.93	0.55	PVC	798.99	0.2	6,356.85	6,355.47
0.00	0.00	PVC	1,665.94	0.0	6,375.02	6,364.20
0.00	0.00	PVC	1,655.74	0.0	6,364.00	6,356.31
2.18	0.55	PVC	1,762.09	0.1	6,356.11	6,347.18
2.93	0.55	PVC	3,257.61	0.1	6,346.98	6,343.39
0.00	0.00	PVC	2,079.78	0.0	6,445.58	6,438.58
0.00	0.00	PVC	1,257.51	0.0	6,438.38	6,433.82
0.00	0.00	PVC	1,201.95	0.0	6,433.62	6,423.19
(N/A)	(N/A)	PVC	1,295.25	(N/A)	6,460.77	6,446.07
(N/A)	(N/A)	PVC	433.36	(N/A)	6,445.87	6,445.50
(N/A)	(N/A)	PVC	625.66	(N/A)	6,445.30	6,445.06
(N/A)	(N/A)	PVC	706.11	(N/A)	6,444.86	6,443.67
(N/A)	(N/A)	PVC	592.31	(N/A)	6,444.97	6,443.67
(N/A)	(N/A)	PVC	795.09	(N/A)	6,446.51	6,445.17
(N/A)	(N/A)	PVC	1,812.96	(N/A)	6,466.85	6,446.51
(N/A)	(N/A)	PVC	5,011.86	(N/A)	6,483.05	6,443.67
(N/A)	(N/A)	PVC	1,350.53	(N/A)	6,499.61	6,483.05
(N/A)	(N/A)	PVC	542.29	(N/A)	6,443.47	6,442.47
0.00	0.00		1,431.44	0.0	6,752.86	6,700.00
1.38	0.00		2,566.79	0.0	6,483.43	6,423.00
21.04	0.78		3,981.91	0.5	6,364.00	6,328.00
0.00	0.00	PVC	7,035.66	0.0	6,412.00	6,364.00
20.16	0.85	PVC	2,987.62	0.7	6,365.00	6,364.00
0.00	0.00		2,823.58	0.0	6,423.00	6,322.73
50.34	1.45		1,545.46	3.2	6,328.00	6,322.73
(N/A)	(N/A)	PVC	1,803.78	(N/A)	6,389.07	6,345.67
0.00	0.00	PVC	258.30	0.0	6,589.83	6,588.83
(N/A)	(N/A)	PVC	4,723.65	(N/A)	6,652.63	6,532.81

**Pressure Pipe Table - Time: 0.00 hours**

ID	Label	Start Node	Stop Node	Has User Defined Length?	Length (User Defined) (ft)	Length (Scaled) (ft)
1158	P-11	SM-0	J-6	False	0.0	346.6
1179	P-20	J-8	J-9	False	0.0	105.1
1180	P-21	J-9	SM-81	False	0.0	220.1
1549	P-24	J-10	SM-261	False	0.0	1,024.4

**Existing Scenario - ADD**  
**Pressure Pipe Table - Time: 0.00 hours**

ID	Label	Start Node	Stop Node	Has User Defined Length?	Length (User Defined) (ft)	Length (Scaled) (ft)
1550	P-25	T-6	J-10	False	0.0	3,939.0
507	P-5	PMP-1	T-1	True	0.1	12.9
508	P-6	W-1	PMP-1	True	0.1	9.6
1506	P-22	W-8	PMP-9	True	0.1	9.7
1507	P-23	PMP-9	T-6	True	0.1	11.3
1564	P-4(2)	T-1	W-4	False	0.0	1,796.7
519	P-7	W-4	PMP-2	True	0.1	12.3
520	P-8	PMP-2	T-2	True	0.1	10.9
1552	P-26	MH-29	J-11	False	0.0	74.0
1553	P-27	J-11	SM-261	False	0.0	1,028.1
1560	P-28	J-12	J-11	False	0.0	3,961.3
1571	P-9(1)(1)	T-2	J-15	False	0.0	1,519.3
1572	P-9(1)(2)	J-15	J-12	False	0.0	2,008.4
1573	P-29	T-1	J-15	False	0.0	76.6
Is Active?	Diameter (in)	Flow (gal/min)	Velocity (ft/s)	Headloss (ft)	Notes	Material
True	2.08	0.00	0.00	2.04	DR 17	Ductile Iron
True	2.08	0.00	0.00	0.00	DR 17	Ductile Iron
True	2.08	3.36	0.32	0.07	DR 17	Ductile Iron
True	3.79	0.00	0.00	0.00	DR 17	Ductile Iron
True	3.79	0.00	0.00	0.00	DR 17	Ductile Iron
True	3.94	(N/A)	(N/A)	0.00	DR 17	Ductile Iron
True	3.94	(N/A)	(N/A)	0.00	DR 17	Ductile Iron
True	3.94	(N/A)	(N/A)	0.00	DR 17	Ductile Iron
True	3.94	(N/A)	(N/A)	0.00	DR 17	Ductile Iron
True	3.94	250.16	6.58	79.38	DR 17	Ductile Iron
True	5.80	(N/A)	(N/A)	0.00	DR 17	Ductile Iron
True	5.80	(N/A)	(N/A)	0.00	DR 17	Ductile Iron
True	5.80	1.20	0.01	0.00	DR 17	Ductile Iron
True	5.80	398.54	4.84	16.37	DR 17	Ductile Iron
True	5.80	397.34	4.82	62.72	DR 17	Ductile Iron
True	5.80	397.34	4.82	24.05	DR 17	Ductile Iron
True	5.80	397.34	4.82	31.80	DR 17	Ductile Iron
False	5.80	(N/A)	(N/A)	-33.64	DR 17	Ductile Iron

**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
112	SM-245	6,411.65	6,400.65	<Collection: 0 items>	
114	SM-246	6,422.06	6,412.06	<Collection: 0 items>	
116	SM-247	6,427.84	6,416.84	<Collection: 0 items>	
207	SM-173	6,621.27	6,616.27	<Collection: 0 items>	
219	SM-175	6,652.02	6,632.02	<Collection: 0 items>	
222	SM-176	6,654.16	6,649.16	<Collection: 0 items>	
224	SM-153	6,658.65	6,653.65	<Collection: 0 items>	

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
227	SM-154	6,668.59	6,663.59	<Collection: 0 items>	
228	SM-155	6,671.41	6,663.59	<Collection: 0 items>	
229	SM-152	6,675.14	6,670.14	<Collection: 0 items>	
235	SM-151	6,683.72	6,678.72	<Collection: 0 items>	
1196	MH-40	6,448.05	6,425.00	<Collection: 0 items>	
1227	MH-15	6,469.05	6,460.77	<Collection: 0 items>	
1228	MH-16	6,453.96	6,445.87	<Collection: 0 items>	
1230	MH-17	6,452.65	6,445.30	<Collection: 0 items>	
1232	MH-18	6,452.12	6,444.86	<Collection: 0 items>	
1234	MH-19	6,451.33	6,443.47	<Collection: 0 items>	
1236	MH-20	6,452.23	6,444.97	<Collection: 0 items>	
1238	MH-21	6,453.25	6,446.51	<Collection: 0 items>	
1240	MH-22	6,472.86	6,466.85	<Collection: 0 items>	
1242	MH-23	6,504.76	6,483.05	<Collection: 0 items>	
1244	MH-24	6,504.61	6,499.61	<Collection: 0 items>	
1512	MH-49	6,400.07	6,389.07	<Collection: 0 items>	
30	SM-224	6,283.00	6,263.13	<Collection: 0 items>	
31	SM-225	6,279.39	6,264.80	<Collection: 0 items>	
32	SM-223	6,292.38	6,282.38	<Collection: 0 items>	
33	SM-226	6,298.73	6,288.73	<Collection: 0 items>	
35	SM-227	6,304.03	6,294.03	<Collection: 0 items>	
36	SM-211	6,304.27	6,279.27	<Collection: 0 items>	
37	SM-213	6,307.62	6,282.62	<Collection: 0 items>	
38	SM-254	6,326.36	6,313.19	<Collection: 0 items>	
39	SM-68	6,309.64	6,303.67	<Collection: 0 items>	
41	SM-15	6,310.58	6,305.33	<Collection: 0 items>	
42	SM-212	6,311.10	6,286.10	<Collection: 0 items>	
43	SM-260	6,313.91	6,301.57	<Collection: 0 items>	
44	SM-261	6,312.00	6,299.57	<Collection: 0 items>	
45	SM-16	6,319.44	6,311.38	<Collection: 0 items>	
46	SM-253	6,329.47	6,316.70	<Collection: 0 items>	
47	SM-17	6,320.42	6,312.10	<Collection: 0 items>	
48	SM-230	6,318.18	6,308.35	<Collection: 0 items>	
49	SM-258	6,316.73	6,303.80	<Collection: 0 items>	
50	SM-182	6,314.18	6,298.47	<Collection: 0 items>	
51	SM-217	6,321.31	6,295.52	<Collection: 0 items>	
52	SM-229	6,318.67	6,307.47	<Collection: 0 items>	
53	SM-180	6,320.93	6,315.93	<Collection: 0 items>	
54	SM-214	6,321.01	6,296.01	<Collection: 0 items>	
55	SM-222	6,319.91	6,309.85	<Collection: 0 items>	
56	SM-259	6,323.39	6,302.31	<Collection: 0 items>	
57	SM-178	6,325.73	6,320.73	<Collection: 0 items>	
58	SM-228	6,323.41	6,306.77	<Collection: 0 items>	
59	SM-231	6,318.56	6,309.13	<Collection: 0 items>	
60	SM-252	6,331.73	6,318.29	<Collection: 0 items>	
61	SM-257	6,320.30	6,307.62	<Collection: 0 items>	

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
62	SM-177	6,328.07	6,323.07	<Collection: 0 items>	
63	SM-179	6,328.40	6,319.40	<Collection: 0 items>	
64	SM-221	6,318.80	6,310.53	<Collection: 0 items>	
65	SM-216	6,324.41	6,311.89	<Collection: 0 items>	
66	SM-215	6,330.83	6,305.83	<Collection: 0 items>	
67	SM-234	6,334.91	6,323.84	<Collection: 1 item>	
68	SM-218	6,332.18	6,322.18	<Collection: 0 items>	
70	SM-250	6,339.76	6,325.31	<Collection: 0 items>	
71	SM-233	6,333.98	6,323.07	<Collection: 0 items>	
72	SM-255	6,325.31	6,311.92	<Collection: 0 items>	
73	SM-13	6,336.89	6,329.00	<Collection: 0 items>	
74	SM-219	6,337.48	6,327.48	<Collection: 0 items>	
76	SM-249	6,348.52	6,330.83	<Collection: 0 items>	
77	SM-232	6,334.25	6,322.48	<Collection: 0 items>	
78	SM-236	6,337.35	6,326.81	<Collection: 1 item>	
79	SM-220	6,337.12	6,327.63	<Collection: 1 item>	
80	SM-235	6,337.07	6,324.61	<Collection: 1 item>	
81	SM-256	6,324.13	6,310.80	<Collection: 0 items>	
82	SM-241	6,353.36	6,339.65	<Collection: 0 items>	
85	SM-263	6,353.66	6,339.00	<Collection: 1 item>	
86	SM-243	6,344.17	6,336.03	<Collection: 0 items>	
87	SM-238	6,349.26	6,342.19	<Collection: 0 items>	
88	SM-242	6,347.68	6,338.76	<Collection: 0 items>	
89	SM-239	6,354.15	6,341.39	<Collection: 0 items>	
90	SM-240	6,355.22	6,340.58	<Collection: 0 items>	
91	SM-237	6,355.67	6,345.67	<Collection: 0 items>	
92	SM-18	6,371.10	6,340.10	<Collection: 0 items>	
93	SM-262	6,369.76	6,355.00	<Collection: 1 item>	
94	SM-203	6,370.47	6,365.52	<Collection: 0 items>	
96	SM-193	6,375.45	6,368.79	<Collection: 0 items>	
97	SM-122	6,378.44	6,368.00	<Collection: 0 items>	
98	SM-123	6,380.55	6,364.54	<Collection: 1 item>	
99	SM-121	6,384.57	6,374.00	<Collection: 1 item>	
100	SM-119	6,379.95	6,366.00	<Collection: 1 item>	
101	SM-14	6,389.57	6,376.00	<Collection: 0 items>	
103	SM-116	6,390.03	6,378.51	<Collection: 1 item>	
104	SM-124	6,390.84	6,380.00	<Collection: 0 items>	
105	SM-204	6,392.37	6,386.41	<Collection: 0 items>	
106	SM-266	6,391.42	6,386.42	<Collection: 1 item>	
107	SM-118	6,390.29	6,377.50	<Collection: 1 item>	
108	SM-117	6,394.86	6,377.70	<Collection: 1 item>	
109	SM-192	6,398.16	6,392.03	<Collection: 1 item>	
111	SM-70	6,408.90	6,403.90	<Collection: 0 items>	
113	SM-205	6,417.89	6,412.84	<Collection: 0 items>	
118	SM-6	6,442.65	6,425.40	<Collection: 1 item>	
119	SM-206	6,444.24	6,438.75	<Collection: 0 items>	



**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
120	SM-71	6,444.11	6,439.11	<Collection: 0 items>	
121	SM-191	6,456.53	6,449.60	<Collection: 0 items>	
122	SM-208	6,457.46	6,447.60	<Collection: 0 items>	
123	SM-207	6,461.25	6,445.39	<Collection: 0 items>	
124	SM-209	6,467.37	6,462.37	<Collection: 0 items>	
125	SM-4	6,481.40	6,464.78	<Collection: 0 items>	
126	SM-3	6,481.68	6,465.90	<Collection: 0 items>	
127	SM-5	6,487.10	6,474.29	<Collection: 0 items>	
128	SM-66	6,493.69	6,488.69	<Collection: 0 items>	
129	SM-0	6,501.25	6,496.25	<Collection: 0 items>	
130	SM-7	6,499.79	6,485.25	<Collection: 1 item>	
131	SM-8	6,503.83	6,490.52	<Collection: 1 item>	
132	SM-1	6,505.88	6,492.19	<Collection: 0 items>	
136	SM-65	6,513.44	6,508.44	<Collection: 0 items>	
137	SM-64	6,518.60	6,513.60	<Collection: 0 items>	
139	SM-190	6,521.62	6,515.41	<Collection: 0 items>	
140	SM-202	6,520.66	6,515.75	<Collection: 0 items>	
141	SM-9	6,524.92	6,512.00	<Collection: 1 item>	
142	SM-10	6,525.37	6,512.88	<Collection: 1 item>	
143	SM-11	6,526.12	6,514.10	<Collection: 1 item>	
144	SM-12	6,526.80	6,515.25	<Collection: 0 items>	
145	SM-63	6,530.25	6,525.25	<Collection: 0 items>	
147	SM-174	6,537.81	6,532.81	<Collection: 0 items>	
148	SM-159	6,540.94	6,514.86	<Collection: 0 items>	
149	SM-189	6,545.31	6,538.99	<Collection: 0 items>	
150	SM-161	6,550.39	6,545.39	<Collection: 0 items>	
151	SM-19	6,554.09	6,546.49	<Collection: 0 items>	
152	SM-20	6,555.52	6,546.85	<Collection: 1 item>	
153	SM-167	6,556.15	6,551.15	<Collection: 0 items>	
154	SM-29	6,560.26	6,550.79	<Collection: 0 items>	
155	SM-28	6,560.00	6,549.89	<Collection: 0 items>	
156	SM-168	6,559.97	6,554.97	<Collection: 0 items>	
157	SM-27	6,562.38	6,549.02	<Collection: 1 item>	
158	SM-26	6,563.79	6,548.06	<Collection: 1 item>	
159	SM-24	6,564.90	6,553.14	<Collection: 1 item>	
160	SM-25	6,565.73	6,559.26	<Collection: 1 item>	
161	SM-163	6,564.83	6,559.83	<Collection: 0 items>	
162	SM-172	6,565.83	6,560.83	<Collection: 0 items>	
163	SM-23	6,571.53	6,560.03	<Collection: 0 items>	
164	SM-22	6,573.51	6,564.01	<Collection: 1 item>	
165	SM-21	6,573.56	6,563.56	<Collection: 1 item>	
166	SM-62	6,574.55	6,562.00	<Collection: 0 items>	
167	SM-162	6,575.48	6,570.48	<Collection: 0 items>	
168	SM-201	6,577.44	6,572.51	<Collection: 0 items>	
169	SM-169	6,580.38	6,570.38	<Collection: 0 items>	
170	SM-187	6,581.90	6,575.90	<Collection: 0 items>	

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
171	SM-30	6,588.00	6,579.00	<Collection: 1 item>	
172	SM-188	6,583.38	6,577.24	<Collection: 0 items>	
173	SM-35	6,591.40	6,584.40	<Collection: 1 item>	
174	SM-61	6,586.24	6,581.24	<Collection: 0 items>	
175	SM-36	6,589.00	6,582.00	<Collection: 1 item>	
176	SM-52	6,589.07	6,584.07	<Collection: 0 items>	
177	SM-60	6,589.24	6,584.24	<Collection: 1 item>	
178	SM-186	6,592.25	6,586.18	<Collection: 0 items>	
180	SM-31	6,605.00	6,596.00	<Collection: 1 item>	
181	SM-170	6,600.08	6,585.08	<Collection: 0 items>	
182	SM-53	6,601.62	6,596.62	<Collection: 1 item>	
183	SM-44	6,601.69	6,596.69	<Collection: 1 item>	
184	SM-32	6,610.00	6,601.00	<Collection: 1 item>	
185	SM-43	6,601.87	6,595.69	<Collection: 0 items>	
186	SM-42	6,602.42	6,595.42	<Collection: 0 items>	
187	SM-37	6,602.69	6,597.69	<Collection: 0 items>	
188	SM-38	6,604.44	6,599.44	<Collection: 0 items>	
190	SM-157	6,604.70	6,599.70	<Collection: 0 items>	
191	SM-156	6,604.81	6,598.70	<Collection: 0 items>	
192	SM-41	6,605.52	6,588.83	<Collection: 0 items>	
193	SM-39	6,605.57	6,600.57	<Collection: 1 item>	
194	SM-40	6,605.63	6,587.83	<Collection: 0 items>	
195	SM-150	6,607.80	6,602.80	<Collection: 0 items>	
196	SM-149	6,609.33	6,604.33	<Collection: 0 items>	
197	SM-148	6,609.52	6,606.40	<Collection: 0 items>	
198	SM-158	6,612.90	6,607.90	<Collection: 0 items>	
199	SM-200	6,613.42	6,608.08	<Collection: 0 items>	
200	SM-171	6,614.78	6,597.70	<Collection: 0 items>	
201	SM-147	6,617.28	6,611.23	<Collection: 0 items>	
202	SM-33	6,621.00	6,611.80	<Collection: 1 item>	
203	SM-127	6,617.61	6,612.61	<Collection: 1 item>	
204	SM-126	6,619.53	6,614.53	<Collection: 0 items>	
205	SM-59	6,619.88	6,614.88	<Collection: 1 item>	
206	SM-55	6,620.77	6,615.77	<Collection: 1 item>	
208	SM-56	6,621.80	6,616.80	<Collection: 1 item>	
209	SM-125	6,625.53	6,620.53	<Collection: 1 item>	
210	SM-146	6,627.59	6,622.59	<Collection: 0 items>	
211	SM-210	6,628.23	6,623.20	<Collection: 1 item>	
212	SM-48	6,630.93	6,625.93	<Collection: 1 item>	
213	SM-34	6,625.50	6,612.81	<Collection: 1 item>	
214	SM-184	6,633.93	6,627.39	<Collection: 0 items>	
215	SM-58	6,634.15	6,629.15	<Collection: 0 items>	
216	SM-185	6,644.15	6,638.16	<Collection: 0 items>	
217	SM-128	6,643.18	6,638.18	<Collection: 0 items>	
218	SM-54	6,650.00	6,628.00	<Collection: 1 item>	
220	SM-57	6,652.55	6,647.55	<Collection: 1 item>	

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
221	SM-144	6,653.77	6,648.77	<Collection: 0 items>	includes town hall
223	SM-199	6,657.71	6,652.63	<Collection: 0 items>	
225	SM-145	6,659.54	6,654.54	<Collection: 1 item>	
226	SM-49	6,661.36	6,656.36	<Collection: 1 item>	
230	SM-197	6,675.72	6,670.42	<Collection: 0 items>	
231	SM-132	6,675.90	6,670.90	<Collection: 1 item>	
232	SM-183	6,677.68	6,671.42	<Collection: 0 items>	
233	SM-131	6,676.67	6,671.67	<Collection: 1 item>	
234	SM-130	6,680.84	6,675.84	<Collection: 1 item>	
236	SM-143	6,683.84	6,678.84	<Collection: 1 item>	
237	SM-47	6,685.50	6,680.50	<Collection: 0 items>	
238	SM-140	6,696.20	6,691.20	<Collection: 0 items>	
239	SM-138	6,700.08	6,693.73	<Collection: 0 items>	
240	SM-50	6,701.06	6,680.06	<Collection: 0 items>	
241	SM-129	6,709.36	6,704.36	<Collection: 1 item>	
242	SM-51	6,713.53	6,708.53	<Collection: 0 items>	
243	SM-198	6,714.82	6,709.82	<Collection: 0 items>	
244	SM-142	6,718.84	6,713.84	<Collection: 0 items>	
245	SM-137	6,721.62	6,715.54	<Collection: 0 items>	
246	SM-141	6,726.29	6,721.29	<Collection: 0 items>	
247	SM-134	6,729.25	6,724.25	<Collection: 0 items>	
248	SM-139	6,730.42	6,725.42	<Collection: 0 items>	
249	SM-133	6,734.22	6,723.22	<Collection: 1 item>	
250	SM-135	6,738.16	6,733.16	<Collection: 0 items>	
251	SM-114	6,747.33	6,742.33	<Collection: 0 items>	
252	SM-115	6,750.25	6,739.25	<Collection: 1 item>	
253	SM-136	6,754.75	6,745.75	<Collection: 1 item>	
254	SM-113	6,754.91	6,749.91	<Collection: 0 items>	
255	SM-89	6,758.60	6,747.26	<Collection: 1 item>	
256	SM-90	6,760.32	6,747.75	<Collection: 0 items>	
258	SM-92	6,761.47	6,756.47	<Collection: 1 item>	
259	SM-94	6,763.19	6,758.19	<Collection: 0 items>	
260	SM-91	6,764.81	6,754.68	<Collection: 0 items>	
261	SM-95	6,765.05	6,760.05	<Collection: 1 item>	
262	SM-93	6,768.28	6,757.85	<Collection: 1 item>	
263	SM-112	6,769.00	6,764.00	<Collection: 1 item>	
264	SM-77	6,771.27	6,766.27	<Collection: 1 item>	
265	SM-76	6,774.67	6,769.67	<Collection: 0 items>	
267	SM-88	6,781.55	6,768.59	<Collection: 1 item>	
268	SM-87	6,786.30	6,775.16	<Collection: 1 item>	
269	SM-86	6,787.51	6,775.71	<Collection: 1 item>	
270	SM-85	6,788.37	6,776.40	<Collection: 1 item>	
271	SM-84	6,790.05	6,777.66	<Collection: 1 item>	
272	SM-72	6,795.96	6,784.36	<Collection: 0 items>	
273	SM-75	6,796.91	6,786.73	<Collection: 0 items>	
274	SM-78	6,797.48	6,787.38	<Collection: 1 item>	

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
275	SM-73	6,797.53	6,786.19	<Collection: 0 items>	
276	SM-74	6,799.35	6,789.07	<Collection: 0 items>	
277	SM-79	6,800.00	6,788.03	<Collection: 1 item>	
278	SM-96	6,802.56	6,792.26	<Collection: 1 item>	
281	SM-102	6,803.63	6,798.63	<Collection: 1 item>	
282	SM-97	6,805.64	6,795.27	<Collection: 1 item>	
284	SM-196	6,821.60	6,794.95	<Collection: 0 items>	
285	SM-109	6,825.27	6,820.27	<Collection: 1 item>	
286	SM-80	6,826.40	6,814.53	<Collection: 0 items>	
287	SM-81	6,826.78	6,815.05	<Collection: 1 item>	
288	SM-108	6,833.54	6,828.54	<Collection: 0 items>	
289	SM-111	6,837.67	6,832.67	<Collection: 0 items>	
290	SM-110	6,841.21	6,836.21	<Collection: 1 item>	
291	SM-98	6,842.27	6,832.98	<Collection: 1 item>	
292	SM-100	6,845.48	6,834.46	<Collection: 1 item>	
293	SM-99	6,846.30	6,834.02	<Collection: 1 item>	
294	SM-107	6,852.77	6,847.77	<Collection: 1 item>	
295	SM-195	6,869.20	6,836.26	<Collection: 0 items>	
296	SM-105	6,870.03	6,865.03	<Collection: 1 item>	
297	SM-103	6,910.19	6,905.19	<Collection: 0 items>	
298	SM-106	6,912.36	6,907.36	<Collection: 0 items>	
299	SM-104	6,914.83	6,909.83	<Collection: 0 items>	
413	MH-2	6,586.91	6,581.91	<Collection: 0 items>	
547	MH-4	6,669.91	6,664.91	<Collection: 0 items>	
609	SM-248	6,351.82	6,336.31	<Collection: 0 items>	
626	MH-6	6,708.18	6,700.00	<Collection: 0 items>	
1152	MH-7	6,590.71	6,585.71	<Collection: 1 item>	
1154	MH-8	6,589.00	6,564.51	<Collection: 1 item>	
1187	MH-31	6,362.87	6,356.85	<Collection: 1 item>	
1188	MH-32	6,365.03	6,355.47	<Collection: 1 item>	
1189	MH-33	6,373.07	6,366.89	<Collection: 1 item>	
1190	MH-34	6,365.71	6,359.52	<Collection: 0 items>	
1191	MH-35	6,372.08	6,364.00	<Collection: 0 items>	
1192	MH-36	6,373.51	6,367.56	<Collection: 1 item>	
1193	MH-37	6,383.75	6,375.02	<Collection: 0 items>	
1194	MH-38	6,383.93	6,376.06	<Collection: 0 items>	
1195	MH-39	6,410.39	6,403.62	<Collection: 0 items>	
1197	MH-41	6,428.72	6,422.99	<Collection: 0 items>	
1198	MH-42	6,439.20	6,433.62	<Collection: 0 items>	
1199	MH-43	6,444.13	6,438.38	<Collection: 0 items>	
1200	MH-44	6,449.75	6,445.58	<Collection: 0 items>	
1206	MH-9	6,415.89	6,410.89	<Collection: 0 items>	
1207	MH-10	6,434.99	6,429.99	<Collection: 0 items>	
1208	MH-11	6,446.84	6,441.84	<Collection: 0 items>	
1217	MH-12	6,353.73	6,340.00	<Collection: 0 items>	
1450	MH-26	6,782.92	6,752.86	<Collection: 0 items>	

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Sanitary Loads	Notes
1452	MH-27	6,532.47	6,507.18	<Collection: 0 items>	
1455	MH-29	6,299.57	6,266.00	<Collection: 1 item>	
1464	MH-33	6,508.43	6,483.43	<Collection: 0 items>	
1465	MH-34	6,428.00	6,423.00	<Collection: 0 items>	
1470	MH-36	6,342.82	6,320.00	<Collection: 0 items>	
1471	MH-37	6,372.00	6,350.00	<Collection: 0 items>	
1476	MH-39	6,375.00	6,336.00	<Collection: 0 items>	
1494	MH-46	6,327.60	6,322.60	<Collection: 0 items>	
1497	MH-47	6,417.00	6,326.00	<Collection: 0 items>	
1518	MH-50	6,594.83	6,589.83	<Collection: 0 items>	
Flow (Local In) (gal/min)	Flow (Total Out) (gal/min)	Hydraulic Grade Line (In) (ft)	Hydraulic Grade Line (Out) (ft)	Is Active?	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
(N/A)	(N/A)	(N/A)	(N/A)	False	
0.00	3.36	6,263.34	6,263.14	True	
0.00	3.36	6,265.21	6,264.81	True	
0.00	0.00	6,282.38	6,282.38	True	
(N/A)	3.36	6,289.04	6,288.74	True	
0.00	3.36	6,294.34	6,294.04	True	
0.00	0.00	6,299.27	6,299.27	True	
0.00	0.00	6,302.62	6,302.62	True	
0.00	0.00	6,313.39	6,313.19	True	
(N/A)	41.04	6,303.69	6,303.69	True	

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

Flow (Local In) (gal/min)	Flow (Total Out) (gal/min)	Hydraulic Grade Line (In) (ft)	Hydraulic Grade Line (Out) (ft)	Is Active?
0.00	41.04	6,305.35	6,305.35	True
0.00	0.00	6,300.50	6,300.50	True
0.00	0.00	6,301.77	6,301.57	True
0.00	394.36	6,300.59	6,299.75	True
0.00	32.64	6,311.39	6,311.39	True
0.00	0.00	6,316.90	6,316.70	True
0.00	32.64	6,312.11	6,312.11	True
0.00	0.00	6,308.55	6,308.35	True
0.00	0.00	6,304.00	6,303.80	True
51.85	201.74	6,298.95	6,298.95	True
0.00	0.00	6,312.51	6,312.31	True
0.00	0.00	6,307.67	6,307.47	True
0.00	49.44	6,315.95	6,315.95	True
0.00	0.00	6,310.00	6,310.00	True
0.00	0.00	6,310.05	6,309.85	True
0.00	0.00	6,302.51	6,302.31	True
0.00	49.44	6,320.75	6,320.75	True
0.00	3.36	6,307.38	6,306.78	True
0.00	0.00	6,309.33	6,309.13	True
0.00	0.00	6,321.68	6,318.29	True
0.00	0.00	6,307.82	6,307.62	True
0.00	0.00	6,323.07	6,323.07	True
0.00	49.44	6,319.42	6,319.42	True
0.00	0.00	6,310.53	6,310.53	True
0.00	0.00	6,312.09	6,311.89	True
0.00	0.00	6,310.37	6,310.37	True
0.97	3.43	6,324.05	6,323.86	True
0.00	0.00	6,322.48	6,322.18	True
0.00	0.00	6,325.51	6,325.31	True
0.00	3.36	6,323.28	6,323.09	True
0.00	0.00	6,312.12	6,311.92	True
0.00	8.40	6,329.01	6,329.01	True
0.00	0.00	6,327.78	6,327.48	True
0.00	0.00	6,331.03	6,330.83	True
0.00	3.36	6,323.08	6,322.49	True
0.96	1.44	6,326.81	6,326.82	True
0.48	0.48	6,327.63	6,327.63	True
0.99	2.45	6,324.82	6,324.62	True
0.00	0.00	6,311.00	6,310.80	True
0.00	0.00	6,339.85	6,339.65	True
7.68	29.28	6,339.26	6,339.07	True
0.00	0.00	6,336.23	6,336.03	True
0.00	0.00	6,342.19	6,342.19	True
0.00	0.00	6,338.96	6,338.76	True
0.00	0.00	6,341.59	6,341.39	True

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

Flow (Local In) (gal/min)	Flow (Total Out) (gal/min)	Hydraulic Grade Line (In) (ft)	Hydraulic Grade Line (Out) (ft)	Is Active?
0.00	0.00	6,340.78	6,340.58	True
(N/A)	0.00	6,345.67	6,345.67	True
0.00	32.64	6,340.11	6,340.11	True
7.68	21.60	6,355.24	6,355.06	True
0.00	32.64	6,365.53	6,365.53	True
0.00	32.64	6,368.80	6,368.80	True
0.00	2.41	6,368.21	6,368.01	True
5.76	13.92	6,372.72	6,364.58	True
2.40	2.40	6,374.20	6,374.01	True
8.64	20.16	6,366.21	6,366.06	True
0.00	8.40	6,376.01	6,376.01	True
2.88	2.88	6,378.53	6,378.53	True
0.00	0.00	6,380.00	6,380.00	True
0.00	3.12	6,386.42	6,386.42	True
5.76	5.76	6,386.43	6,386.43	True
2.88	11.52	6,377.73	6,377.51	True
5.76	5.76	6,377.73	6,377.73	True
0.24	29.52	6,392.04	6,392.04	True
0.00	29.28	6,403.91	6,403.91	True
0.00	3.12	6,412.86	6,412.86	True
(N/A)	8.40	6,425.41	6,425.41	True
0.00	3.12	6,438.76	6,438.76	True
0.00	29.28	6,439.12	6,439.12	True
0.00	3.12	6,449.61	6,449.61	True
0.00	3.12	6,447.61	6,447.61	True
0.00	3.12	6,445.41	6,445.41	True
0.00	3.12	6,462.38	6,462.38	True
0.00	7.68	6,464.81	6,464.79	True
0.00	7.68	6,465.93	6,465.93	True
0.00	7.68	6,474.31	6,474.31	True
0.00	29.28	6,488.70	6,488.70	True
0.00	0.00	6,497.16	6,497.16	True
0.48	7.68	6,485.27	6,485.27	True
(N/A)	7.20	6,490.72	6,490.54	True
0.00	0.00	6,492.19	6,492.19	True
0.00	29.28	6,508.45	6,508.45	True
0.00	29.28	6,513.61	6,513.61	True
0.00	3.12	6,515.42	6,515.42	True
0.00	29.28	6,515.75	6,515.76	True
0.48	6.96	6,512.04	6,512.02	True
0.48	6.48	6,512.92	6,512.92	True
0.24	6.00	6,514.13	6,514.12	True
(N/A)	5.76	6,515.28	6,515.28	True
0.00	0.00	6,525.25	6,525.25	True
(N/A)	0.00	6,532.81	6,532.81	True

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

Flow (Local In) (gal/min)	Flow (Total Out) (gal/min)	Hydraulic Grade Line (In) (ft)	Hydraulic Grade Line (Out) (ft)	Is Active?
0.00	0.00	6,514.86	6,514.86	True
0.00	3.12	6,539.00	6,539.00	True
0.00	0.00	6,545.39	6,545.39	True
0.00	5.76	6,548.71	6,546.51	True
0.48	1.44	6,547.05	6,546.86	True
0.00	0.00	6,551.15	6,551.15	True
0.00	4.55	6,552.80	6,550.80	True
0.00	4.57	6,550.10	6,549.91	True
0.00	0.00	6,554.97	6,554.97	True
0.49	4.95	6,549.23	6,549.04	True
0.67	10.32	6,548.47	6,548.07	True
1.65	4.56	6,553.34	6,553.15	True
0.76	2.29	6,559.27	6,559.27	True
0.00	0.00	6,559.83	6,559.83	True
0.00	0.00	6,560.83	6,560.83	True
0.00	0.48	6,560.23	6,560.03	True
0.48	0.48	6,564.01	6,564.01	True
0.96	0.96	6,563.56	6,563.56	True
0.00	29.28	6,562.01	6,562.01	True
0.00	0.00	6,570.48	6,570.48	True
0.00	29.28	6,572.52	6,572.52	True
0.00	0.00	6,570.38	6,570.38	True
0.00	3.12	6,575.90	6,575.91	True
1.44	4.35	6,579.51	6,579.01	True
0.00	0.00	6,577.24	6,577.24	True
0.48	0.96	6,584.60	6,584.40	True
0.00	0.24	6,581.24	6,581.24	True
0.48	1.44	6,582.21	6,582.01	True
0.00	2.40	6,584.08	6,584.08	True
0.24	0.24	6,584.24	6,584.24	True
0.00	3.12	6,586.19	6,586.19	True
0.48	2.40	6,596.02	6,596.02	True
0.00	0.00	6,585.08	6,585.08	True
0.72	2.40	6,596.63	6,596.63	True
0.48	24.00	6,596.70	6,596.70	True
0.48	1.92	6,601.21	6,601.01	True
0.00	24.00	6,595.71	6,595.71	True
0.00	24.00	6,595.43	6,595.43	True
0.00	23.52	6,597.73	6,597.73	True
0.00	23.52	6,599.51	6,599.51	True
0.00	0.00	6,599.70	6,599.70	True
0.00	0.00	6,598.70	6,598.70	True
0.00	24.00	6,588.83	6,588.84	True
0.96	2.64	6,600.58	6,600.58	True
0.00	26.64	6,587.85	6,587.85	True



**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

Flow (Local In) (gal/min)	Flow (Total Out) (gal/min)	Hydraulic Grade Line (In) (ft)	Hydraulic Grade Line (Out) (ft)	Is Active?
0.00	23.52	6,602.86	6,602.86	True
0.00	23.52	6,604.35	6,604.35	True
0.00	0.00	6,606.40	6,606.40	True
(N/A)	0.00	6,607.90	6,607.90	True
0.00	4.32	6,608.09	6,608.09	True
0.00	0.00	6,597.70	6,597.70	True
0.00	23.52	6,611.24	6,611.24	True
0.96	1.44	6,612.00	6,611.81	True
0.24	3.12	6,612.62	6,612.62	True
0.00	0.48	6,614.53	6,614.53	True
0.24	0.96	6,614.88	6,614.88	True
0.24	0.72	6,615.77	6,615.77	True
0.48	0.48	6,616.80	6,616.80	True
0.48	0.48	6,620.53	6,620.53	True
0.00	23.52	6,622.60	6,622.60	True
0.24	0.24	6,623.20	6,623.20	True
1.20	1.68	6,625.94	6,625.94	True
0.48	0.48	6,612.81	6,612.81	True
0.00	2.16	6,627.40	6,627.40	True
0.00	0.00	6,629.15	6,629.15	True
0.00	0.00	6,638.16	6,638.16	True
0.00	2.16	6,638.19	6,638.19	True
0.48	0.72	6,628.00	6,628.00	True
0.24	0.24	6,647.55	6,647.55	True
0.00	0.00	6,648.77	6,648.77	True
(N/A)	4.32	6,652.65	6,652.64	True
0.48	23.52	6,654.55	6,654.55	True
0.48	0.48	6,656.36	6,656.36	True
0.00	1.20	6,670.42	6,670.42	True
0.24	2.16	6,670.91	6,670.91	True
0.00	0.00	6,671.42	6,671.42	True
0.24	1.92	6,671.68	6,671.68	True
0.96	1.68	6,675.84	6,675.85	True
1.44	23.04	6,678.85	6,678.85	True
0.00	0.00	6,680.50	6,680.50	True
0.00	0.00	6,691.20	6,691.20	True
0.00	0.00	6,693.73	6,693.73	True
0.00	0.00	6,680.06	6,680.06	True
0.48	0.72	6,704.36	6,704.36	True
0.00	0.00	6,708.53	6,708.53	True
0.00	1.20	6,709.82	6,709.82	True
0.00	21.60	6,713.88	6,713.88	True
0.00	0.00	6,715.54	6,715.54	True
0.00	21.60	6,721.33	6,721.33	True
0.00	0.00	6,724.25	6,724.25	True

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

Flow (Local In) (gal/min)	Flow (Total Out) (gal/min)	Hydraulic Grade Line (In) (ft)	Hydraulic Grade Line (Out) (ft)	Is Active?
0.00	21.60	6,725.46	6,725.46	True
0.24	0.24	6,723.22	6,723.22	True
0.00	21.60	6,733.17	6,733.17	True
0.00	3.22	6,742.34	6,742.34	True
0.96	1.20	6,739.25	6,739.25	True
0.48	21.60	6,745.79	6,745.79	True
0.00	3.22	6,749.92	6,749.92	True
1.73	21.12	6,747.47	6,747.33	True
0.00	5.31	6,748.05	6,747.77	True
0.96	13.92	6,756.48	6,756.48	True
0.00	12.96	6,758.20	6,758.20	True
0.00	5.28	6,755.06	6,754.69	True
0.48	12.96	6,760.06	6,760.06	True
0.24	5.28	6,758.22	6,757.86	True
0.24	3.22	6,764.01	6,764.01	True
0.96	12.48	6,766.28	6,766.28	True
0.00	11.52	6,769.68	6,769.68	True
0.72	5.04	6,768.92	6,768.60	True
0.96	4.32	6,775.37	6,775.17	True
0.96	3.36	6,775.92	6,775.73	True
1.92	2.40	6,776.60	6,776.41	True
0.48	0.48	6,777.66	6,777.66	True
0.00	11.52	6,784.97	6,784.37	True
0.00	7.44	6,786.94	6,786.77	True
0.59	8.13	6,787.59	6,787.43	True
0.00	11.52	6,786.50	6,786.20	True
0.00	7.13	6,789.35	6,789.08	True
2.05	8.42	6,788.24	6,788.07	True
0.45	7.41	6,792.57	6,792.27	True
0.48	2.98	6,798.64	6,798.64	True
2.50	6.95	6,795.65	6,795.28	True
0.00	0.00	6,794.95	6,794.95	True
0.10	2.26	6,820.29	6,820.29	True
0.06	5.72	6,814.74	6,814.54	True
2.37	5.73	6,815.08	6,815.08	True
0.00	0.24	6,828.54	6,828.54	True
0.00	0.24	6,832.67	6,832.67	True
0.00	0.96	6,836.21	6,836.21	True
1.98	3.42	6,833.19	6,832.99	True
0.48	0.48	6,834.46	6,834.46	True
0.96	1.44	6,834.22	6,834.03	True
0.24	0.24	6,847.77	6,847.77	True
0.00	0.00	6,836.26	6,836.26	True
0.24	0.24	6,865.03	6,865.03	True
0.00	0.00	6,905.19	6,905.19	True

**Existing Scenario - ADD**  
**Manhole Table - Time: 0.00 hours**

Flow (Local In) (gal/min)	Flow (Total Out) (gal/min)	Hydraulic Grade Line (In) (ft)	Hydraulic Grade Line (Out) (ft)	Is Active?
0.00	0.00	6,907.36	6,907.36	True
0.00	0.00	6,909.83	6,909.83	True
0.00	29.04	6,581.92	6,581.92	True
0.00	4.32	6,664.93	6,664.93	True
0.00	0.00	6,336.31	6,336.31	True
0.00	1.20	6,700.00	6,700.00	True
0.48	0.48	6,585.71	6,585.71	True
0.48	0.48	6,584.00	6,584.00	True
0.49	1.86	6,357.06	6,356.86	True
0.00	1.92	6,356.31	6,356.12	True
0.93	1.41	6,367.09	6,366.90	True
0.00	0.96	6,359.73	6,359.52	True
0.00	0.00	6,364.20	6,364.00	True
0.48	0.48	6,367.76	6,367.56	True
0.00	0.00	6,375.02	6,375.02	True
0.00	0.00	6,376.26	6,376.06	True
0.00	0.00	6,403.62	6,403.62	True
0.00	0.00	6,423.19	6,422.99	True
0.00	0.00	6,433.82	6,433.62	True
(N/A)	0.00	6,438.58	6,438.38	True
0.00	0.00	6,445.58	6,445.58	True
0.00	0.00	6,410.89	6,410.89	True
0.00	0.00	6,429.99	6,429.99	True
0.00	0.00	6,441.84	6,441.84	True
(N/A)	2.00	6,347.19	6,346.99	True
0.00	0.00	6,752.86	6,752.86	True
0.00	0.00	6,507.18	6,507.18	True
1.20	1.20	6,316.43	6,316.43	True
0.00	0.00	6,503.43	6,483.43	True
0.00	0.00	6,423.00	6,423.00	True
0.00	49.44	6,328.10	6,328.10	True
0.00	20.16	6,364.01	6,364.01	True
0.00	20.16	6,365.07	6,365.04	True
0.00	49.44	6,322.73	6,322.75	True
0.00	0.00	6,412.00	6,412.00	True
0.00	0.00	6,589.83	6,589.83	True

**Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1462	PC-196	1.20	Public works building
642	M-10	0.48	exist
643	M-100	0.24	exist
644	M-101	0.24	exist
645	M-102	0.24	exist

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12/30/2020

Bentley Systems, Inc. Haestad Methods Solution  
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## Existing Scenario - ADD

**Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
646	M-103	0.24	exist
647	M-104	0.24	exist
648	M-105	0.24	exist
649	M-106	0.24	exist
650	M-107	0.24	exist
651	M-108	0.24	exist
652	M-109	0.24	exist
653	M-11	0.24	exist
654	M-110	0.24	exist
655	M-111	0.24	exist
656	M-112	0.24	exist
657	M-113	0.24	exist
658	M-114	0.24	exist
659	M-115	0.24	exist
660	M-116	0.24	exist
661	M-117	0.24	exist
662	M-118	0.24	exist
663	M-119	0.24	exist
665	M-120	0.24	exist
666	M-121	0.24	exist
667	M-122	0.24	exist
668	M-123	0.24	exist
669	M-124	0.24	exist
670	M-125	0.24	exist
671	M-126	0.24	exist
672	M-127	0.24	exist
674	M-129	0.24	exist
676	M-130	0.24	exist
677	M-131	0.24	exist
678	M-132	0.24	exist
679	M-133	0.24	exist
680	M-134	0.24	exist
681	M-135	0.24	exist
682	M-136	0.24	exist
683	M-137	0.24	exist
685	M-139	0.24	exist
687	M-140	0.24	exist
688	M-141	0.24	exist
689	M-142	0.24	exist
690	M-143	0.24	exist
691	M-144	0.24	exist
692	M-145	0.24	exist
693	M-146	0.24	exist
694	M-147	0.24	exist
695	M-148	0.24	exist
696	M-149	0.24	exist
698	M-150	0.24	exist

## Existing Scenario - ADD

### Property Connection Table - Time: 0.00 hours

ID	Label	Base Flow (gal/min)	Notes
699	M-151	0.24	exist
700	M-152	0.24	exist
702	M-154	0.24	exist
703	M-155	0.24	exist
704	M-156	0.24	exist
705	M-157	0.24	exist
706	M-158	0.24	exist
707	M-159	0.24	exist
708	M-16	0.24	exist
709	M-160	0.24	exist
710	M-161	0.24	exist
712	M-163	0.24	exist
713	M-164	0.24	exist
714	M-165	0.24	exist
715	M-166	0.24	exist
716	M-167	0.24	exist
717	M-168	0.24	exist
718	M-169	0.24	exist
719	M-17	0.24	exist
720	M-170	0.24	exist
721	M-171	0.24	exist
722	M-172	0.24	exist
723	M-173	0.24	exist
724	M-174	0.24	exist
725	M-175	0.24	exist
726	M-176	0.24	exist
727	M-177	0.24	exist
728	M-178	0.24	exist
729	M-179	0.24	exist
730	M-18	0.24	exist
732	M-181	2.40	exist
734	M-183	2.88	exist
736	M-185	2.88	exist
738	M-187	2.40	exist
739	M-188	2.68	exist
743	M-191	2.88	exist
744	M-192	0.24	exist
745	M-193	0.24	exist
747	M-195	0.24	exist
753	M-20	0.24	exist
754	M-200	0.24	exist
755	M-201	0.24	exist
763	M-209	0.24	exist
764	M-21	0.24	exist
771	M-216	0.24	exist
782	M-226	0.24	exist
794	M-237	0.24	exist

## Existing Scenario - ADD

### Property Connection Table - Time: 0.00 hours

ID	Label	Base Flow (gal/min)	Notes
795	M-238	0.24	exist
797	M-24	0.24	exist
804	M-246	0.24	exist
810	M-251	0.24	exist
813	M-254	0.24	exist
815	M-256	0.24	exist
818	M-259	0.24	exist
819	M-26	0.24	exist
830	M-27	0.24	exist
897	M-33	0.24	exist
908	M-34	0.24	exist
919	M-35	0.24	exist
930	M-36	0.24	exist
963	M-39	0.24	exist
975	M-40	0.24	exist
985	M-409	0.24	exist
986	M-41	0.24	exist
987	M-410	0.24	exist
988	M-411	0.24	exist
989	M-412	0.24	exist
990	M-413	0.24	exist
991	M-414	0.24	exist
992	M-415	0.24	exist
993	M-416	0.24	exist
994	M-417	0.24	exist
995	M-418	0.24	exist
996	M-419	0.24	exist
997	M-42	0.24	exist
998	M-420	0.24	exist
999	M-421	0.24	exist
1000	M-422	0.24	exist
1008	M-43	0.24	exist
1019	M-44	0.24	exist
1030	M-45	0.24	exist
1039	M-46	0.24	exist
1040	M-47	0.24	exist
1041	M-48	0.24	exist
1042	M-49	0.24	exist
1043	M-5	0.48	exist
1044	M-50	0.24	exist
1045	M-51	0.24	exist
1046	M-52	0.24	exist
1047	M-53	0.24	exist
1048	M-54	0.24	exist
1049	M-55	0.24	exist
1050	M-56	0.24	exist
1051	M-57	0.24	exist

## Existing Scenario - ADD

### Property Connection Table - Time: 0.00 hours

ID	Label	Base Flow (gal/min)	Notes
1052	M-58	0.24	exist
1053	M-59	0.24	exist
1054	M-6	0.24	exist
1055	M-60	0.24	exist
1056	M-61	0.24	exist
1057	M-62	0.24	exist
1058	M-63	0.24	exist
1061	M-66	0.24	exist
1062	M-67	0.24	exist
1063	M-68	0.24	exist
1064	M-69	0.24	exist
1066	M-70	0.24	exist
1067	M-71	0.24	exist
1068	M-72	0.24	exist
1069	M-73	0.24	exist
1070	M-74	0.24	exist
1071	M-75	0.24	exist
1072	M-76	0.24	exist
1073	M-77	0.24	exist
1074	M-78	0.24	exist
1075	M-79	0.24	exist
1076	M-8	0.48	exist
1077	M-80	0.24	exist
1078	M-81	0.24	exist
1080	M-83	0.24	exist
1082	M-85	0.24	exist
1083	M-86	0.24	exist
1084	M-87	0.24	exist
1085	M-88	0.24	exist
1086	M-89	0.24	exist
1087	M-9	0.48	exist
1094	M-96	0.24	exist
1096	M-98	0.24	exist
1097	M-99	0.24	exist
1277	PC-24	0.48	exist
1278	PC-25	0.48	exist
1285	PC-32	0.48	exist
1296	PC-43	0.48	exist
1321	PC-68	2.88	exist
1323	PC-70	2.88	exist
1325	PC-72	2.88	exist
1326	PC-73	2.88	exist
1328	PC-75	2.88	exist
1329	PC-76	2.88	exist
1330	PC-77	2.88	exist
1334	PC-81	2.40	exist
1335	PC-82	2.68	exist

## Existing Scenario - ADD

### Property Connection Table - Time: 0.00 hours

ID	Label	Base Flow (gal/min)	Notes
1338	PC-85	2.40	exist
1339	PC-86	2.40	exist
1394	PC-141	0.24	exist
1395	PC-142	0.24	exist
1396	PC-143	0.24	exist
1417	PC-164	0.24	exist
1418	PC-165	0.24	exist
1430	PC-177	0.24	exist
1434	PC-181	0.24	exist
1435	PC-182	0.24	exist
1445	PC-192	0.24	exist
1448	PC-195	0.24	exist
1536	PC-213	0.24	exist
1540	PC-217	0.24	exist
1543	PC-220	0.24	exist
1544	PC-221	0.24	exist
1545	PC-222	0.24	exist
1578	PC-224	0.24	exist
1579	PC-225	0.24	exist
1582	PC-228	0.24	exist
1584	PC-230	0.24	exist
1585	PC-231	0.24	exist
1586	PC-232	0.24	exist
1587	PC-233	0.24	exist
1588	PC-234	0.24	exist
1589	PC-235	0.24	exist
1590	PC-236	0.24	exist
1594	PC-240	0.24	exist
1601	PC-247	0.24	exist
1602	PC-248	0.24	exist
1603	PC-249	0.24	exist
1604	PC-250	0.24	exist
1605	PC-251	0.24	exist
1606	PC-252	0.24	exist
1607	PC-253	0.24	exist
1608	PC-254	0.24	exist
1616	PC-262	0.24	exist
1617	PC-263	0.24	exist
1618	PC-264	0.24	exist
1623	PC-269	0.24	exist
1629	PC-275	0.24	exist
1638	PC-284	0.24	exist
1665	PC-311	0.24	exist
1666	PC-312	0.24	exist
1667	PC-313	0.24	exist
1668	PC-314	0.24	exist
1669	PC-315	0.24	exist



## Existing Scenario - ADD

**Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1671	PC-317	0.24	exist
1680	PC-326	0.24	exist
1682	PC-328	0.24	exist
664	M-12	0.24	future
675	M-13	0.24	future
686	M-14	0.24	future
697	M-15	0.24	future
741	M-19	0.24	future
746	M-194	0.24	future
748	M-196	0.24	future
749	M-197	0.24	future
750	M-198	0.24	future
751	M-199	0.24	future
752	M-2	0.24	future
756	M-202	0.24	future
757	M-203	0.24	future
758	M-204	0.24	future
759	M-205	0.24	future
760	M-206	0.24	future
761	M-207	0.24	future
762	M-208	0.24	future
765	M-210	0.24	future
766	M-211	0.24	future
767	M-212	0.24	future
768	M-213	0.24	future
769	M-214	0.24	future
770	M-215	0.24	future
772	M-217	0.24	future
775	M-22	0.24	future
776	M-220	0.24	future
778	M-222	0.24	future
780	M-224	0.24	future
783	M-227	0.24	future
785	M-229	0.24	future
786	M-23	0.24	future
787	M-230	0.24	future
790	M-233	0.24	future
792	M-235	0.24	future
793	M-236	0.24	future
796	M-239	0.24	future
798	M-240	0.24	future
799	M-241	0.24	future
800	M-242	0.24	future
801	M-243	0.24	future
802	M-244	0.24	future
803	M-245	0.24	future
805	M-247	0.24	future

## Existing Scenario - ADD

**Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
806	M-248	0.24	future
807	M-249	0.24	future
808	M-25	0.24	future
809	M-250	0.24	future
811	M-252	0.24	future
812	M-253	0.24	future
814	M-255	0.24	future
816	M-257	0.24	future
817	M-258	0.24	future
820	M-260	0.24	future
821	M-261	0.24	future
822	M-262	0.24	future
823	M-263	0.24	future
824	M-264	0.24	future
825	M-265	0.24	future
826	M-266	0.24	future
827	M-267	0.24	future
828	M-268	0.24	future
829	M-269	0.24	future
831	M-270	0.24	future
832	M-271	0.24	future
833	M-272	0.24	future
834	M-273	0.24	future
835	M-274	0.24	future
836	M-275	0.24	future
837	M-276	0.24	future
838	M-277	0.24	future
839	M-278	0.24	future
840	M-279	0.24	future
841	M-28	0.24	future
842	M-280	0.24	future
843	M-281	0.24	future
844	M-282	0.24	future
845	M-283	0.24	future
846	M-284	0.24	future
847	M-285	0.24	future
848	M-286	0.24	future
849	M-287	0.24	future
850	M-288	0.24	future
851	M-289	0.24	future
852	M-29	0.24	future
853	M-290	0.24	future
854	M-291	0.24	future
855	M-292	0.24	future
856	M-293	0.24	future
857	M-294	0.24	future
858	M-295	0.24	future

## Existing Scenario - ADD

### Property Connection Table - Time: 0.00 hours

ID	Label	Base Flow (gal/min)	Notes
859	M-296	0.24	future
860	M-297	0.24	future
861	M-298	0.24	future
862	M-299	0.24	future
863	M-3	0.48	future
865	M-300	0.24	future
866	M-301	0.24	future
867	M-302	0.24	future
868	M-303	0.24	future
869	M-304	0.24	future
870	M-305	0.24	future
871	M-306	0.24	future
872	M-307	0.24	future
873	M-308	0.24	future
874	M-309	0.24	future
876	M-310	0.24	future
877	M-311	0.24	future
878	M-312	0.24	future
879	M-313	0.24	future
880	M-314	0.24	future
881	M-315	0.24	future
882	M-316	0.24	future
883	M-317	0.24	future
884	M-318	0.24	future
885	M-319	0.24	future
887	M-320	0.24	future
888	M-321	0.24	future
889	M-322	0.24	future
890	M-323	0.24	future
891	M-324	0.24	future
892	M-325	0.24	future
893	M-326	0.24	future
894	M-327	0.24	future
895	M-328	0.24	future
896	M-329	0.24	future
898	M-330	0.24	future
899	M-331	0.24	future
900	M-332	0.24	future
901	M-333	0.24	future
902	M-334	0.24	future
903	M-335	0.24	future
904	M-336	0.24	future
905	M-337	0.24	future
906	M-338	0.24	future
907	M-339	0.24	future
909	M-340	0.24	future
910	M-341	0.24	future

## Existing Scenario - ADD

### Property Connection Table - Time: 0.00 hours

ID	Label	Base Flow (gal/min)	Notes
911	M-342	0.24	future
912	M-343	0.24	future
913	M-344	0.24	future
914	M-345	0.24	future
915	M-346	0.24	future
916	M-347	0.24	future
917	M-348	0.24	future
918	M-349	0.24	future
920	M-350	0.24	future
921	M-351	0.24	future
922	M-352	0.24	future
923	M-353	0.24	future
924	M-354	0.24	future
925	M-355	0.24	future
926	M-356	0.24	future
927	M-357	0.24	future
928	M-358	0.24	future
929	M-359	0.24	future
931	M-360	0.24	future
932	M-361	0.24	future
934	M-363	0.24	future
935	M-364	0.24	future
936	M-365	0.24	future
938	M-367	0.24	future
939	M-368	0.24	future
940	M-369	0.24	future
941	M-37	0.24	future
942	M-370	0.24	future
943	M-371	0.24	future
944	M-372	0.24	future
945	M-373	0.24	future
946	M-374	0.24	future
947	M-375	0.24	future
948	M-376	0.24	future
949	M-377	0.24	future
950	M-378	0.24	future
951	M-379	0.24	future
952	M-38	0.24	future
953	M-380	0.24	future
954	M-381	0.24	future
955	M-382	0.24	future
956	M-383	0.24	future
957	M-384	0.24	future
958	M-385	0.24	future
959	M-386	0.24	future
961	M-388	0.24	future
962	M-389	0.24	future

**Existing Scenario - ADD****Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
965	M-391	0.24	future
966	M-392	0.24	future
967	M-393	0.24	future
968	M-394	0.24	future
969	M-395	0.24	future
970	M-396	0.24	future
971	M-397	0.24	future
972	M-398	0.24	future
973	M-399	0.24	future
974	M-4	0.24	future
976	M-400	0.24	future
977	M-401	0.24	future
978	M-402	0.24	future
979	M-403	0.24	future
980	M-404	0.24	future
981	M-405	0.24	future
982	M-406	0.24	future
983	M-407	0.24	future
984	M-408	0.24	future
1001	M-423	0.24	future
1002	M-424	0.24	future
1004	M-426	0.24	future
1005	M-427	0.24	future
1006	M-428	0.24	future
1007	M-429	0.24	future
1009	M-430	0.24	future
1010	M-431	0.24	future
1011	M-432	0.24	future
1012	M-433	0.24	future
1013	M-434	0.24	future
1014	M-435	0.24	future
1015	M-436	0.24	future
1016	M-437	0.24	future
1017	M-438	0.24	future
1018	M-439	0.24	future
1020	M-440	0.24	future
1021	M-441	0.24	future
1022	M-442	0.24	future
1023	M-443	0.24	future
1024	M-444	0.24	future
1025	M-445	0.24	future
1026	M-446	0.24	future
1027	M-447	0.24	future
1028	M-448	0.24	future
1029	M-449	0.24	future
1031	M-450	0.24	future
1032	M-451	0.24	future

## Existing Scenario - ADD

**Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1033	M-452	0.24	future
1034	M-453	0.24	future
1035	M-454	0.24	future
1036	M-455	0.24	future
1037	M-456	0.24	future
1038	M-457	0.24	future
1059	M-64	0.24	future
1060	M-65	0.24	future
1065	M-7	0.24	future
1079	M-82	0.48	future
1081	M-84	0.24	future
1088	M-90	0.24	future
1089	M-91	0.24	future
1090	M-92	0.24	future
1091	M-93	0.24	future
1092	M-94	0.48	future
1093	M-95	0.48	future
1095	M-97	0.24	future
1261	PC-8	0.48	future
1262	PC-9	0.48	future
1263	PC-10	0.48	future
1264	PC-11	0.48	future
1272	PC-19	0.48	future
1273	PC-20	0.48	future
1274	PC-21	0.48	future
1275	PC-22	0.48	future
1276	PC-23	0.48	future
1279	PC-26	0.48	future
1280	PC-27	0.48	future
1281	PC-28	0.48	future
1282	PC-29	0.48	future
1283	PC-30	0.48	future
1284	PC-31	0.48	future
1286	PC-33	0.48	future
1287	PC-34	0.48	future
1288	PC-35	0.48	future
1289	PC-36	0.48	future
1290	PC-37	0.48	future
1291	PC-38	0.48	future
1292	PC-39	0.48	future
1293	PC-40	0.48	future
1294	PC-41	0.48	future
1295	PC-42	0.48	future
1297	PC-44	0.48	future
1298	PC-45	0.48	future
1299	PC-46	0.48	future
1300	PC-47	0.48	future

**Existing Scenario - ADD****Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1301	PC-48	0.48	future
1302	PC-49	0.48	future
1303	PC-50	0.48	future
1304	PC-51	0.48	future
1305	PC-52	0.48	future
1306	PC-53	0.48	future
1307	PC-54	0.48	future
1308	PC-55	0.48	future
1309	PC-56	0.48	future
1310	PC-57	0.48	future
1311	PC-58	0.48	future
1312	PC-59	0.48	future
1313	PC-60	0.48	future
1314	PC-61	0.48	future
1315	PC-62	0.48	future
1316	PC-63	0.48	future
1317	PC-64	0.48	future
1318	PC-65	0.48	future
1319	PC-66	0.48	future
1341	PC-88	0.24	future
1342	PC-89	0.24	future
1343	PC-90	0.24	future
1344	PC-91	0.24	future
1345	PC-92	0.24	future
1347	PC-94	0.24	future
1348	PC-95	0.24	future
1349	PC-96	0.24	future
1350	PC-97	0.24	future
1351	PC-98	0.24	future
1353	PC-100	0.24	future
1355	PC-102	0.24	future
1356	PC-103	0.24	future
1357	PC-104	0.24	future
1358	PC-105	0.24	future
1359	PC-106	0.24	future
1361	PC-108	0.24	future
1362	PC-109	0.24	future
1363	PC-110	0.24	future
1364	PC-111	0.24	future
1365	PC-112	0.24	future
1366	PC-113	0.24	future
1367	PC-114	0.24	future
1368	PC-115	0.24	future
1369	PC-116	0.24	future
1370	PC-117	0.24	future
1371	PC-118	0.24	future
1372	PC-119	0.24	future

**Existing Scenario - ADD****Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1373	PC-120	0.24	future
1374	PC-121	0.24	future
1375	PC-122	0.24	future
1376	PC-123	0.24	future
1377	PC-124	0.24	future
1378	PC-125	0.24	future
1379	PC-126	0.24	future
1380	PC-127	0.24	future
1381	PC-128	0.24	future
1382	PC-129	0.24	future
1383	PC-130	0.24	future
1384	PC-131	0.24	future
1385	PC-132	0.24	future
1386	PC-133	0.24	future
1387	PC-134	0.24	future
1388	PC-135	0.24	future
1389	PC-136	0.24	future
1390	PC-137	0.24	future
1391	PC-138	0.24	future
1392	PC-139	0.24	future
1393	PC-140	0.24	future
1397	PC-144	0.24	future
1398	PC-145	0.24	future
1399	PC-146	0.24	future
1400	PC-147	0.24	future
1401	PC-148	0.24	future
1402	PC-149	0.24	future
1403	PC-150	0.24	future
1404	PC-151	0.24	future
1405	PC-152	0.24	future
1406	PC-153	0.24	future
1407	PC-154	0.24	future
1408	PC-155	0.24	future
1409	PC-156	0.24	future
1410	PC-157	0.24	future
1411	PC-158	0.24	future
1412	PC-159	0.24	future
1413	PC-160	0.24	future
1414	PC-161	0.24	future
1415	PC-162	0.24	future
1416	PC-163	0.24	future
1419	PC-166	0.24	future
1420	PC-167	0.24	future
1421	PC-168	0.24	future
1422	PC-169	0.24	future
1423	PC-170	0.24	future
1424	PC-171	0.24	future



**Existing Scenario - ADD****Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1426	PC-173	0.24	future
1427	PC-174	0.24	future
1428	PC-175	0.24	future
1429	PC-176	0.24	future
1431	PC-178	0.24	future
1433	PC-180	0.24	future
1436	PC-183	0.24	future
1437	PC-184	0.24	future
1438	PC-185	0.24	future
1439	PC-186	0.24	future
1440	PC-187	0.24	future
1441	PC-188	0.24	future
1442	PC-189	0.24	future
1443	PC-190	0.24	future
1444	PC-191	0.24	future
1446	PC-193	0.24	future
1447	PC-194	0.24	future
1520	PC-197	0.24	future
1521	PC-198	0.24	future
1522	PC-199	0.24	future
1523	PC-200	0.24	future
1524	PC-201	0.24	future
1525	PC-202	0.24	future
1526	PC-203	0.24	future
1527	PC-204	0.24	future
1528	PC-205	0.24	future
1529	PC-206	0.24	future
1530	PC-207	0.24	future
1531	PC-208	0.24	future
1532	PC-209	0.24	future
1533	PC-210	0.24	future
1534	PC-211	0.24	future
1535	PC-212	0.24	future
1537	PC-214	0.24	future
1539	PC-216	0.24	future
1541	PC-218	0.24	future
1542	PC-219	0.24	future
1546	PC-223	0.24	future
1591	PC-237	0.24	future
1592	PC-238	0.24	future
1593	PC-239	0.24	future
1595	PC-241	0.24	future
1596	PC-242	0.24	future
1597	PC-243	0.24	future
1598	PC-244	0.24	future
1599	PC-245	0.24	future
1600	PC-246	0.24	future

## Existing Scenario - ADD

### Property Connection Table - Time: 0.00 hours

ID	Label	Base Flow (gal/min)	Notes
1609	PC-255	0.24	future
1610	PC-256	0.24	future
1611	PC-257	0.24	future
1612	PC-258	0.24	future
1613	PC-259	0.24	future
1614	PC-260	0.24	future
1615	PC-261	0.24	future
1619	PC-265	0.24	future
1620	PC-266	0.24	future
1621	PC-267	0.24	future
1622	PC-268	0.24	future
1624	PC-270	0.24	future
1625	PC-271	0.24	future
1626	PC-272	0.24	future
1627	PC-273	0.24	future
1628	PC-274	0.24	future
1630	PC-276	0.24	future
1631	PC-277	0.24	future
1632	PC-278	0.24	future
1633	PC-279	0.24	future
1634	PC-280	0.24	future
1635	PC-281	0.24	future
1636	PC-282	0.24	future
1637	PC-283	0.24	future
1639	PC-285	0.24	future
1640	PC-286	0.24	future
1641	PC-287	0.24	future
1642	PC-288	0.24	future
1643	PC-289	0.24	future
1644	PC-290	0.24	future
1645	PC-291	0.24	future
1646	PC-292	0.24	future
1647	PC-293	0.24	future
1648	PC-294	0.24	future
1649	PC-295	0.24	future
1650	PC-296	0.24	future
1651	PC-297	0.24	future
1652	PC-298	0.24	future
1653	PC-299	0.24	future
1654	PC-300	0.24	future
1655	PC-301	0.24	future
1656	PC-302	0.24	future
1657	PC-303	0.24	future
1658	PC-304	0.24	future
1659	PC-305	0.24	future
1660	PC-306	0.24	future
1661	PC-307	0.24	future

**Existing Scenario - ADD****Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1662	PC-308	0.24	future
1663	PC-309	0.24	future
1664	PC-310	0.24	future
1670	PC-316	0.24	future
1672	PC-318	0.24	future
1673	PC-319	0.24	future
1674	PC-320	0.24	future
1675	PC-321	0.24	future
1676	PC-322	0.24	future
1677	PC-323	0.24	future
1678	PC-324	0.24	future
1679	PC-325	0.24	future
1681	PC-327	0.24	future
1683	PC-329	0.24	future
1684	PC-330	0.24	future
1685	PC-331	0.24	future
1686	PC-332	0.24	future
1687	PC-333	0.24	future
1688	PC-334	0.24	future
1689	PC-335	0.24	future
1690	PC-336	0.24	future
1691	PC-337	0.24	future
1692	PC-338	0.24	future
1693	PC-339	0.24	future
1694	PC-340	0.24	future
1695	PC-341	0.24	future
1696	PC-342	0.24	future
1698	PC-344	0.24	future
1699	PC-345	0.24	future
1700	PC-346	0.24	future
1701	PC-347	0.24	future
1702	PC-348	0.24	future
1703	PC-349	0.24	future
1704	PC-350	0.24	future
1705	PC-351	0.24	future
1706	PC-352	0.24	future
1707	PC-353	0.24	future
1708	PC-354	0.24	future
1709	PC-355	0.24	future
1710	PC-356	0.24	future
1711	PC-357	0.24	future
1712	PC-358	0.24	future
1713	PC-359	0.24	future
1714	PC-360	0.24	future
1715	PC-361	0.24	future
1716	PC-362	0.24	future
1717	PC-363	0.24	future

**Existing Scenario - ADD****Property Connection Table - Time: 0.00 hours**

ID	Label	Base Flow (gal/min)	Notes
1718	PC-364	0.24	future
1719	PC-365	0.24	future
1720	PC-366	0.24	future
1721	PC-367	0.24	future
1722	PC-368	0.24	future
1723	PC-369	0.24	future
1724	PC-370	0.24	future
1725	PC-371	0.24	future
1726	PC-372	0.24	future
1727	PC-373	0.24	future
1728	PC-374	0.24	future
1729	PC-375	0.24	future
1730	PC-376	0.24	future
1731	PC-377	0.24	future
1732	PC-378	0.24	future

**Transition Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Flow (Total Out) (gal/min)	Depth (Out) (ft)	Hydraulic Grade Line (Out) (ft)
498	T-1	6,270.00	6,241.00	250.16	136.41	6,377.41
513	T-2	6,309.45	6,297.00	397.34	138.15	6,435.15
1504	T-6	6,354.05	6,338.05	0.00	0.00	6,299.90
Transition Length (ft)						
5.0						
5.0						
5.0						

**Outfall Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Set Rim to Ground Elevation?	Elevation (Invert) (ft)	Boundary Condition Type	Hydraulic Grade (ft)
624	O-12	6,280.18	True	6,261.57	Free Outfall	6,295.62
Flow (Total Out) (gal/min)						
175.62						

**Pump Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Pump Definition	Elevation (On) (ft)	Elevation (Off) (ft)
497	PMP-1	6,261.00	6,241.00	Replacement Vantage Pump	6,241.50	6,241.00

**Existing Scenario - ADD**  
**Pump Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Invert) (ft)	Pump Definition	Elevation (On) (ft)	Elevation (Off) (ft)
512	PMP-2	6,309.45	6,297.00	Deadman's Gulch Lift Station	6,297.50	6,297.00
1181	PMP-4	0.00	0.00	<None>	0.00	0.00
1182	PMP-5	0.00	0.00	<None>	0.00	0.00
1183	PMP-6	0.00	0.00	<None>	0.00	0.00
1185	PMP-8	0.00	0.00	<None>	0.00	0.00
1501	PMP-9	6,354.05	6,338.05	Deer Waters	6,338.55	6,338.05
Flow (Pump) (gal/min)	Head (Pump) (ft)	Hydraulic Grade (Upstream) (ft)	Hydraulic Grade (Downstream) (ft)	Is Active?	Notes	
249.77	116.68	6,261.00	6,377.68	True	from kent: pumps are pushing out more than they were designed for, pump was designed to handle the existing homes coming here. when the pumps kick on, there are pushing more than what the pump says. between 290-360 gpm	
397.49	137.24	6,298.00	6,435.24	True		
(N/A)	(N/A)	(N/A)	(N/A)	False		
(N/A)	(N/A)	(N/A)	(N/A)	False		
(N/A)	(N/A)	(N/A)	(N/A)	False		
(N/A)	(N/A)	(N/A)	(N/A)	False		
0.00	0.00	6,338.05	6,299.90	True		

**Wet Well Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (Maximum) (ft)	Is Active?	Hydraulic Grade (ft)	Depth (Node) (ft)
496	W-1	6,270.00	6,261.00	True	6,261.00	20.00
516	W-4	6,309.45	6,308.00	True	6,298.00	10.00
1498	W-8	6,312.00	6,348.05	True	6,338.05	110.00
Elevation (Initial) (ft)						
6,242.00						
6,298.00						
6,338.05						

**Pressure Junction Table - Time: 0.00 hours**

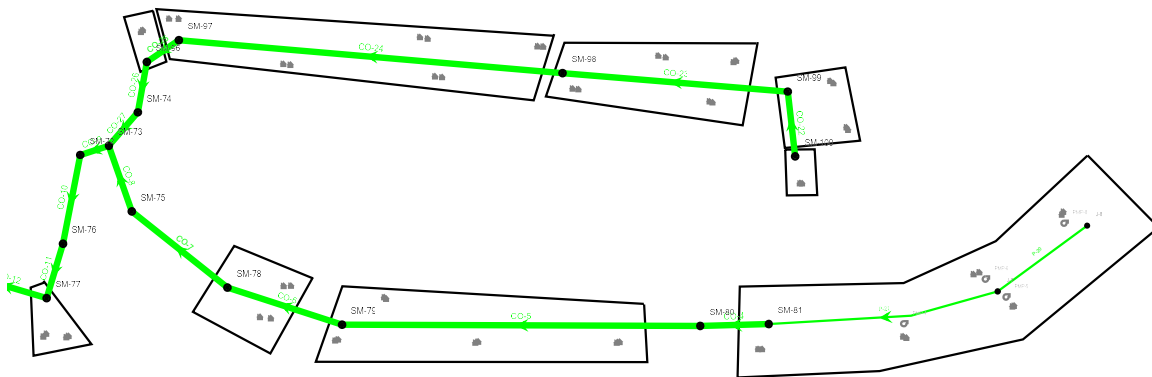
ID	Label	Elevation (Ground) (ft)	Elevation (ft)	Hydraulic Grade (ft)
1157	J-6	6,505.88	6,495.12	6,495.13
1177	J-8	6,828.64	6,795.00	6,815.50

## Existing Scenario - ADD

**Pressure Junction Table - Time: 0.00 hours**

ID	Label	Elevation (Ground) (ft)	Elevation (ft)	Hydraulic Grade (ft)
1178	J-9	6,827.64	6,800.00	6,815.50
1548	J-10	6,272.01	6,265.57	6,299.90
1551	J-11	6,272.01	6,267.01	6,316.42
1561	J-12	6,349.22	6,344.22	6,379.19
1570	J-15	6,326.58	6,317.91	6,411.04

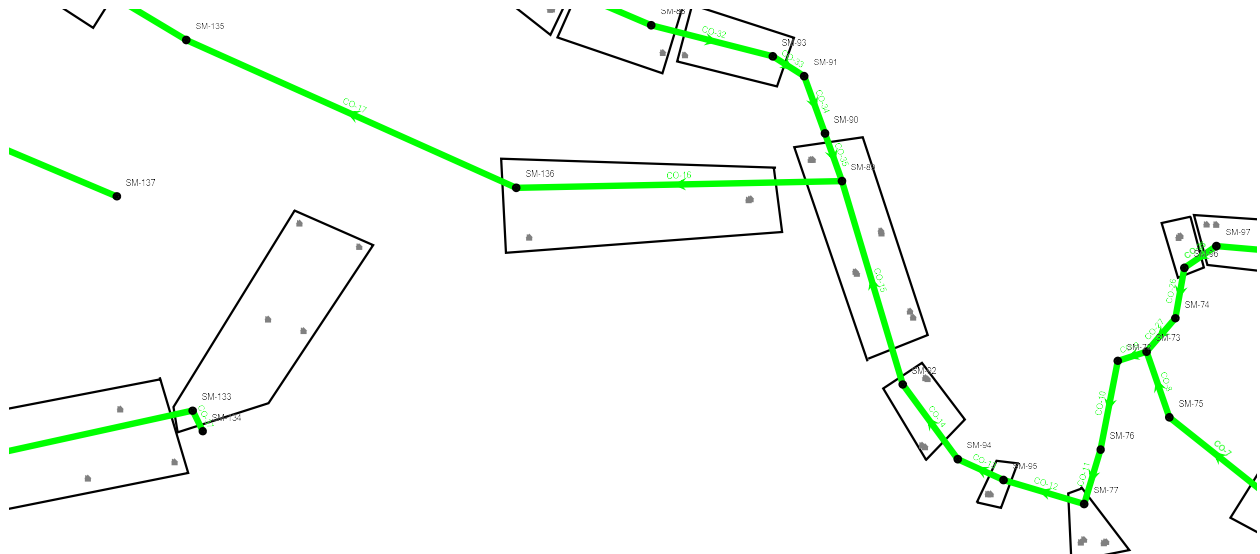
**Rustler - Time: 0.00 hours**



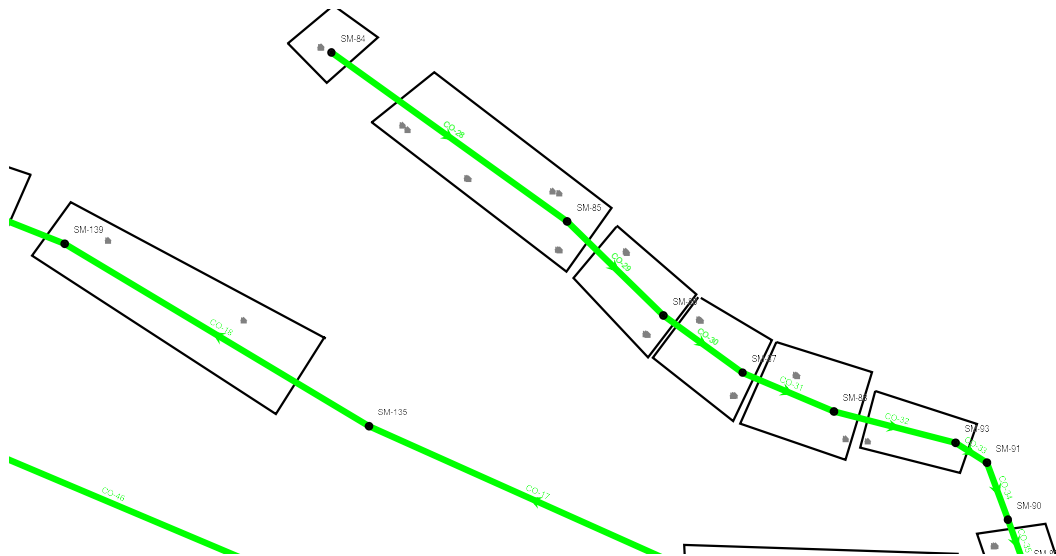
**Rustler2 - Time: 0.00 hours**

## Existing Scenario - ADD

Rustler2 - Time: 0.00 hours



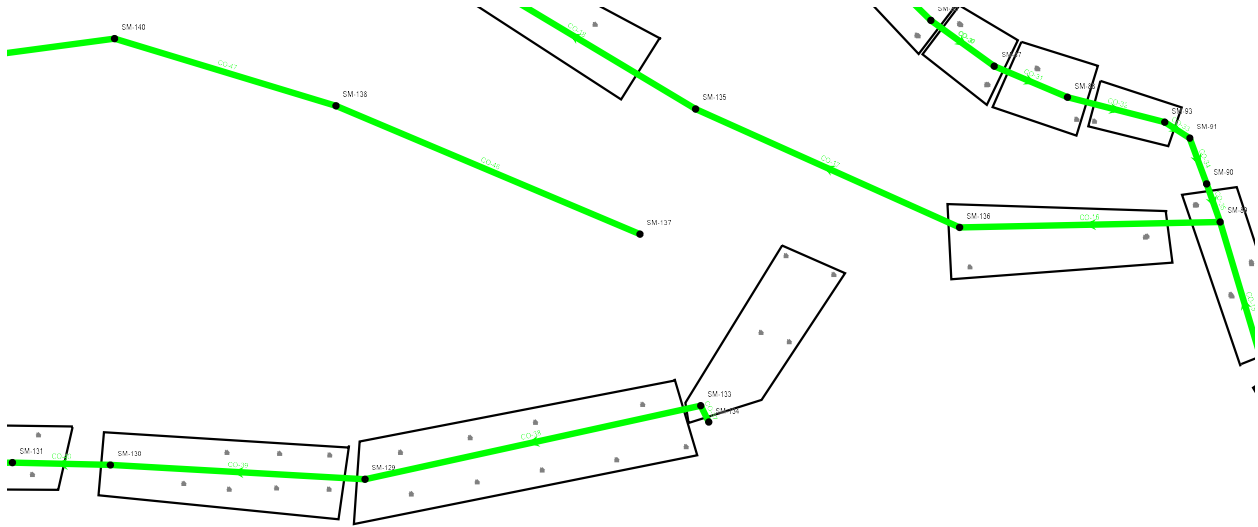
Rustler 3 - Time: 0.00 hours



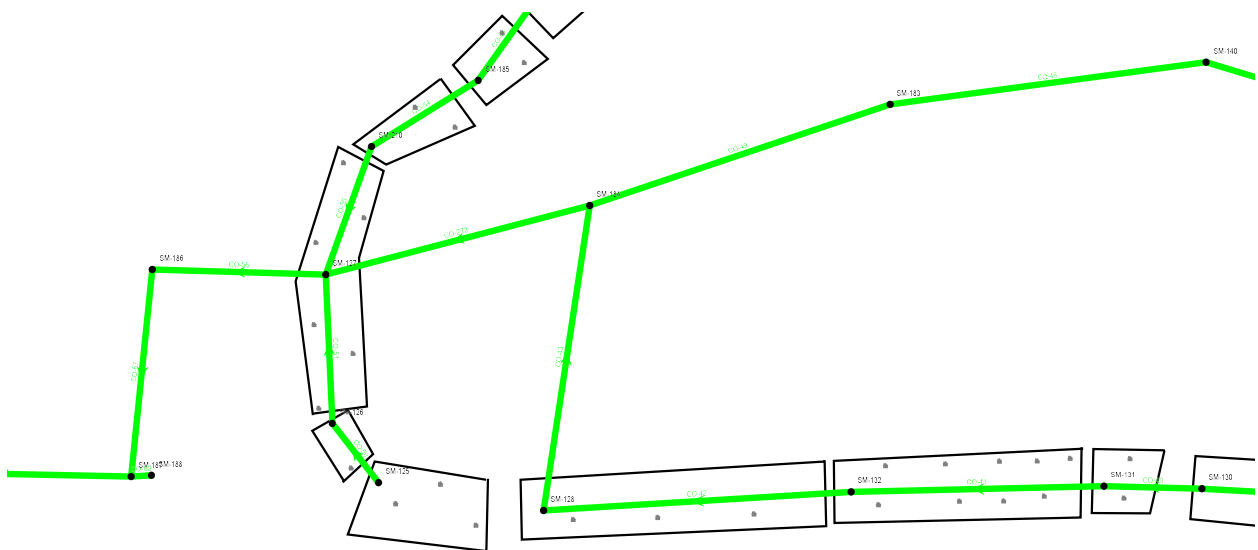
Glistening Ridge - Time: 0.00 hours



**Existing Scenario - ADD**  
**Glistening Ridge - Time: 0.00 hours**



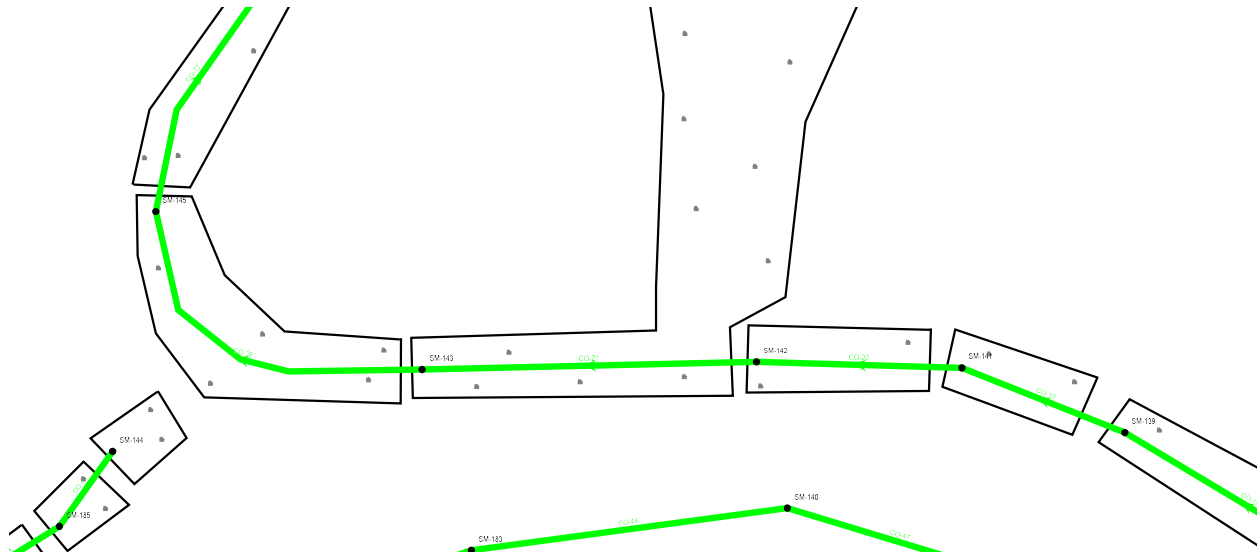
**Glistening Ridge2 - Time: 0.00 hours**



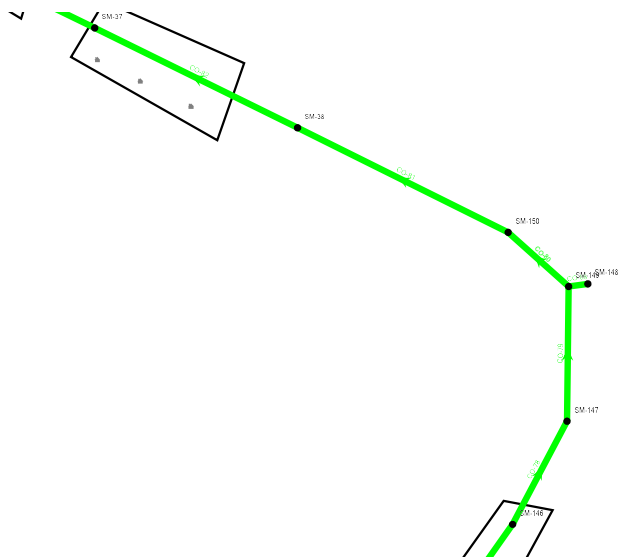
**Glistening Ridge 3 - Time: 0.00 hours**



**Existing Scenario - ADD**  
**Glistening Ridge 3 - Time: 0.00 hours**

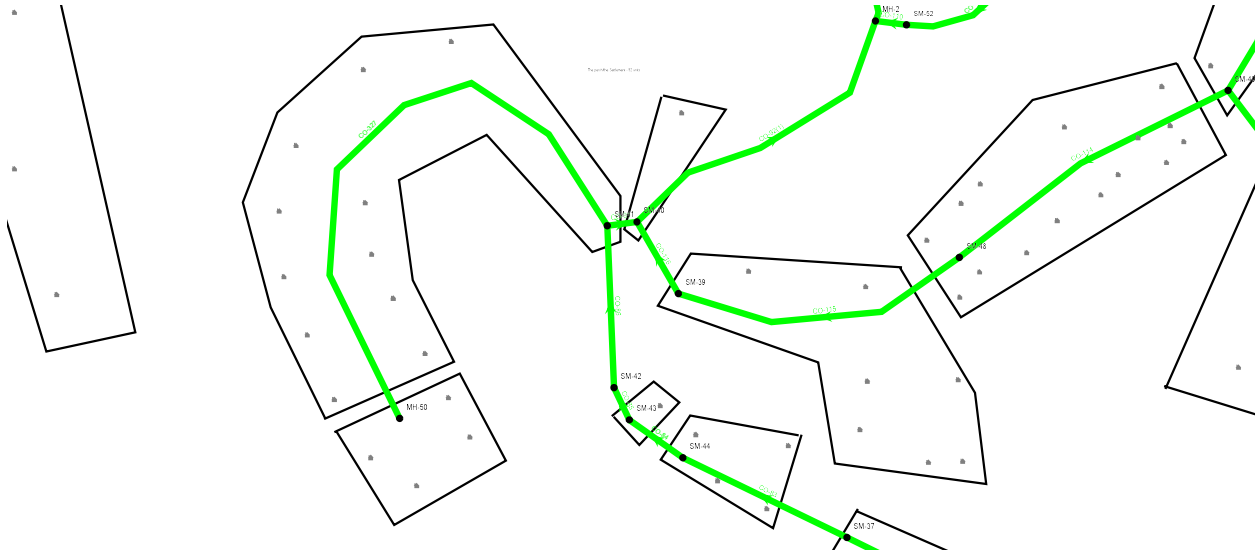


**Longview Dr - Time: 0.00 hours**

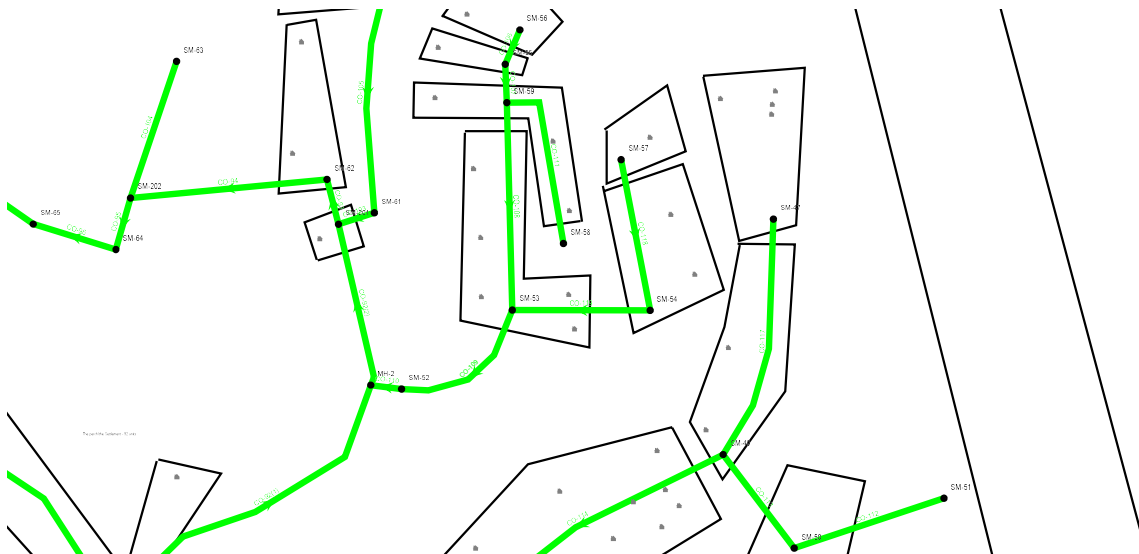


**Round-a-bout - Time: 0.00 hours**

**Existing Scenario - ADD**  
**Round-a-bout - Time: 0.00 hours**



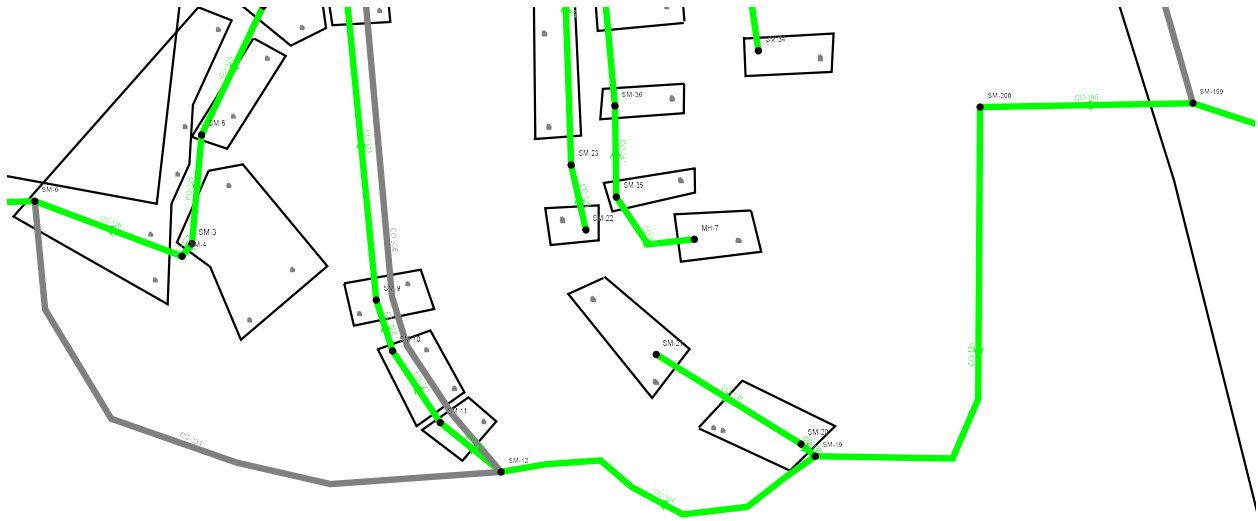
**City Hall - Time: 0.00 hours**



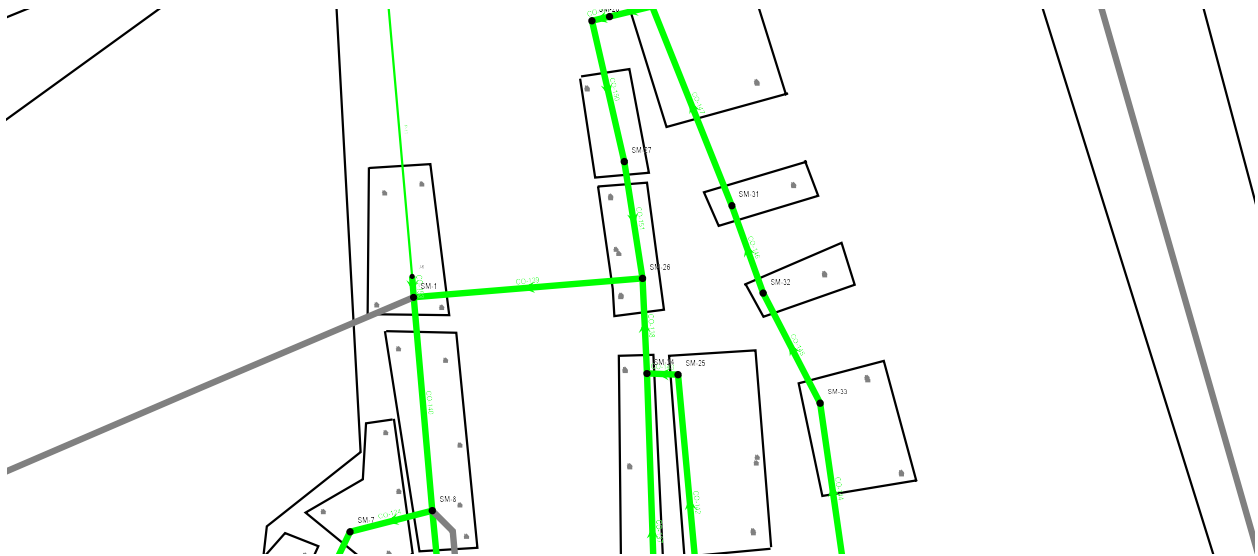
**Silver Sky - Time: 0.00 hours**

## Existing Scenario - ADD

Silver Sky - Time: 0.00 hours



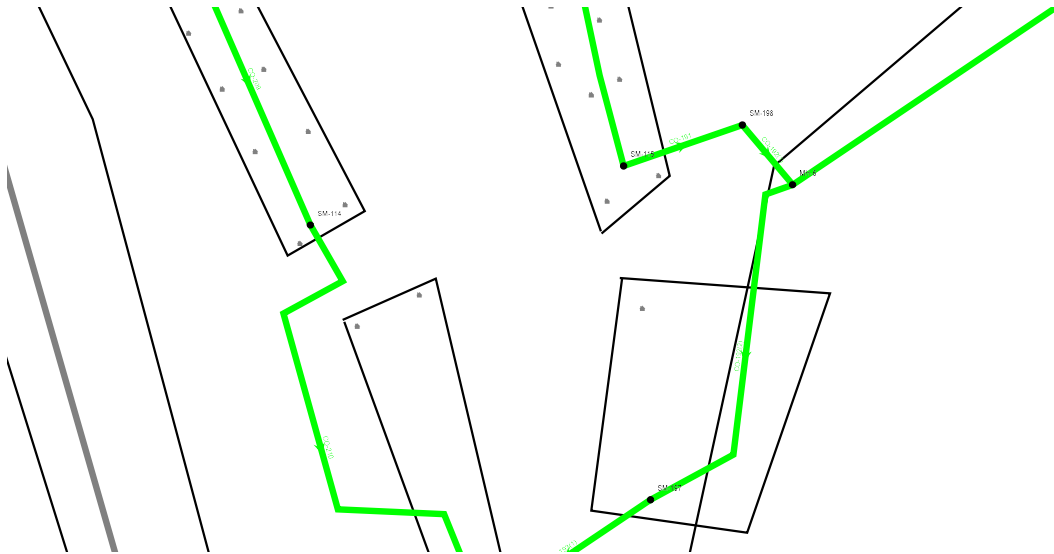
## Shoreline Ph 1 - Time: 0.00 hours



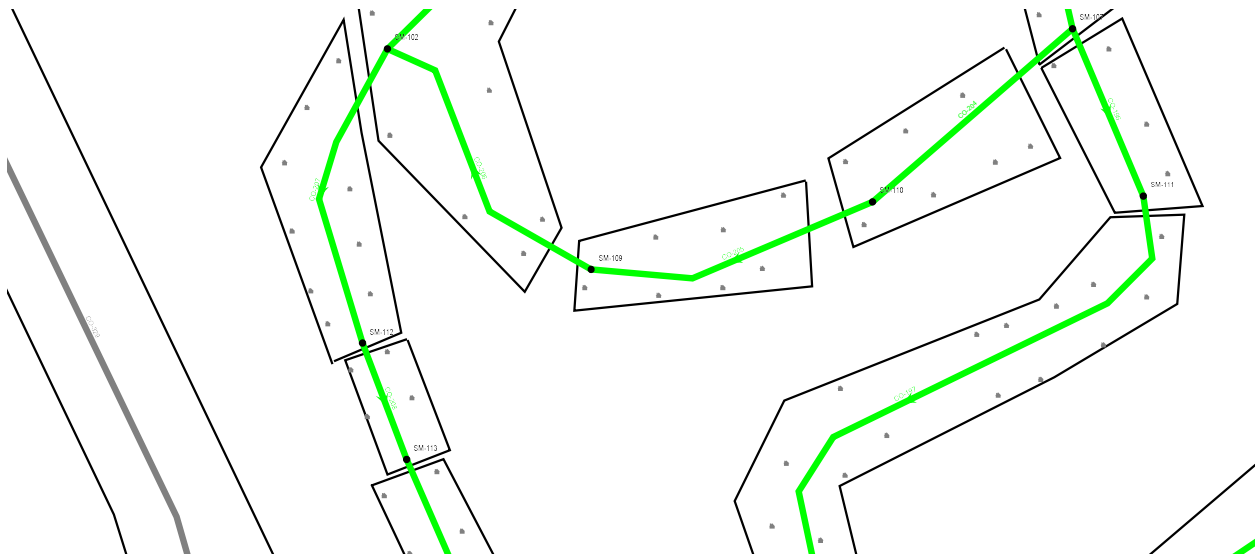
## Soaring Hawk - Time: 0.00 hours

## Existing Scenario - ADD

### Soaring Hawk - Time: 0.00 hours



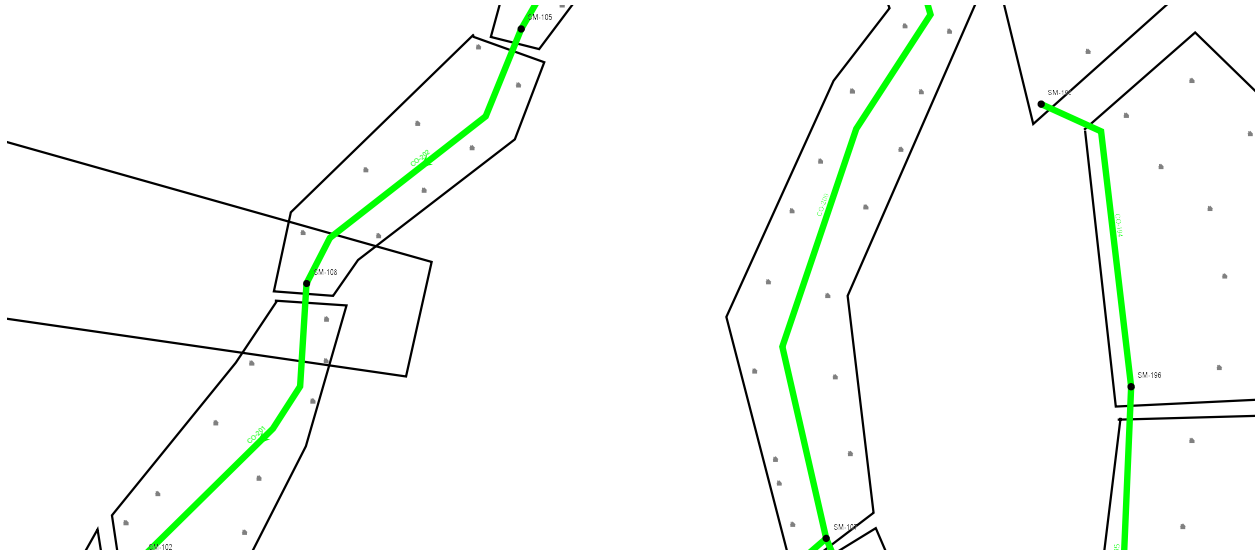
### Soaring Hawk2 - Time: 0.00 hours



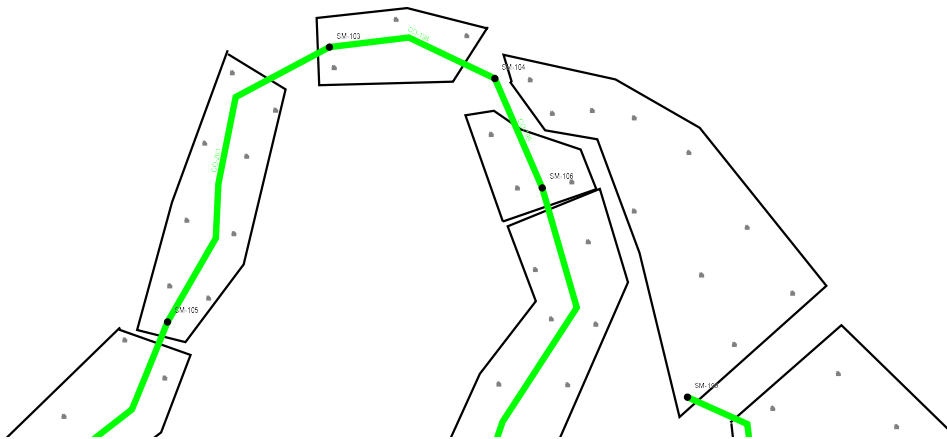
### Soaring Hawk 3 - Time: 0.00 hours

## Existing Scenario - ADD

### Soaring Hawk 3 - Time: 0.00 hours



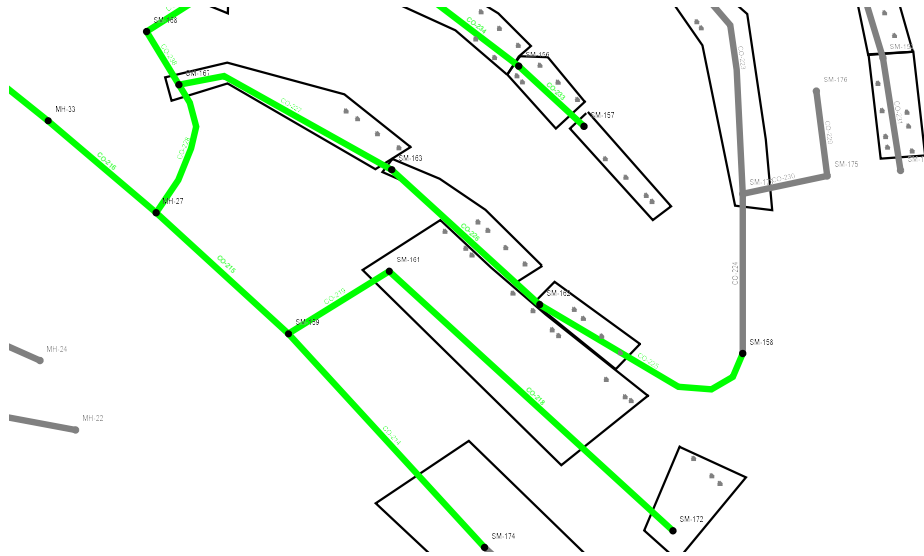
### Soaring Hawk 4 - Time: 0.00 hours



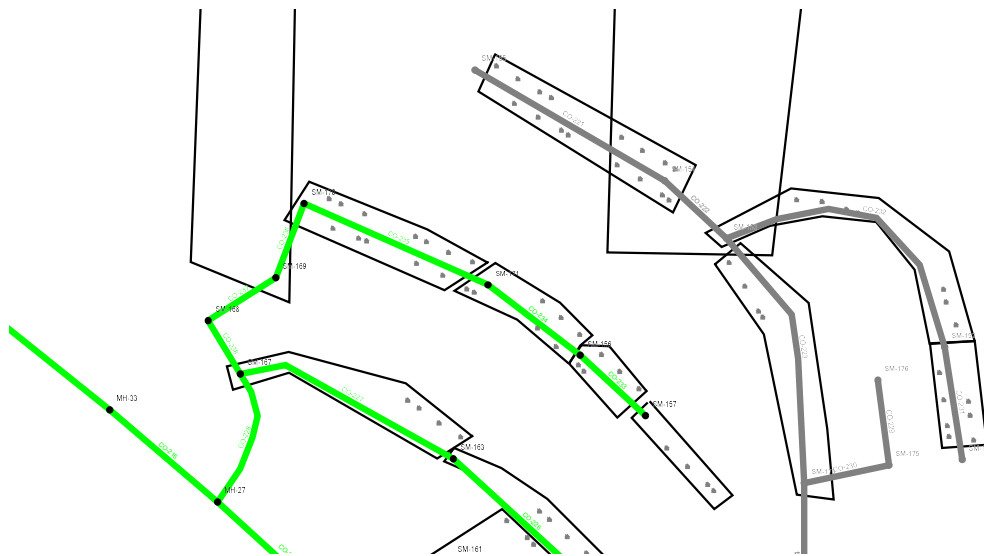
### Klaim - Time: 0.00 hours

## Existing Scenario - ADD

Klaim - Time: 0.00 hours

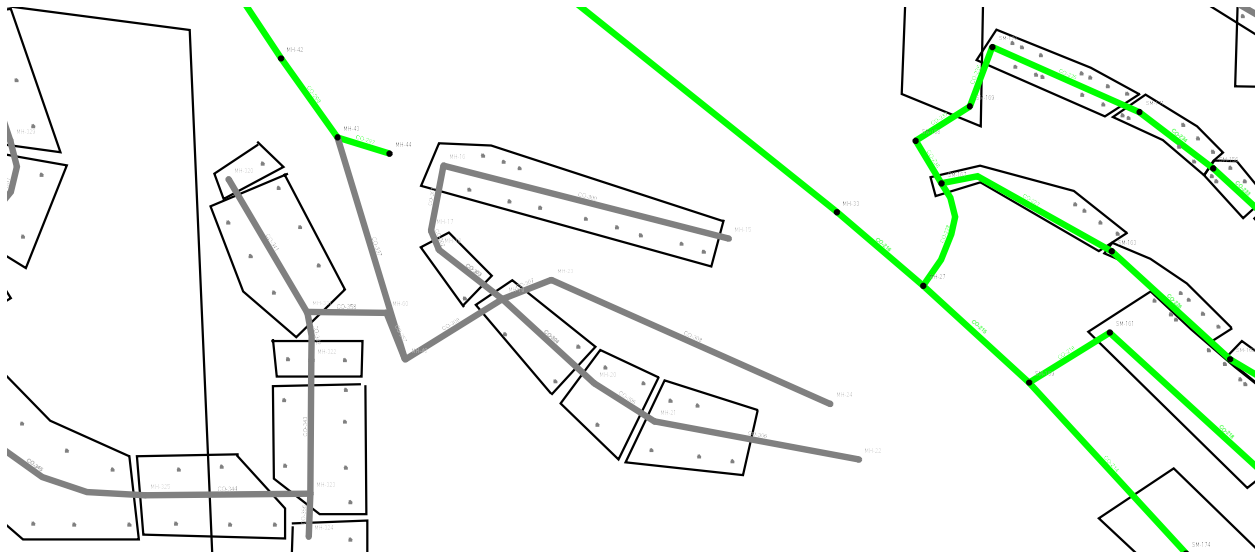


Klaim2 - Time: 0.00 hours

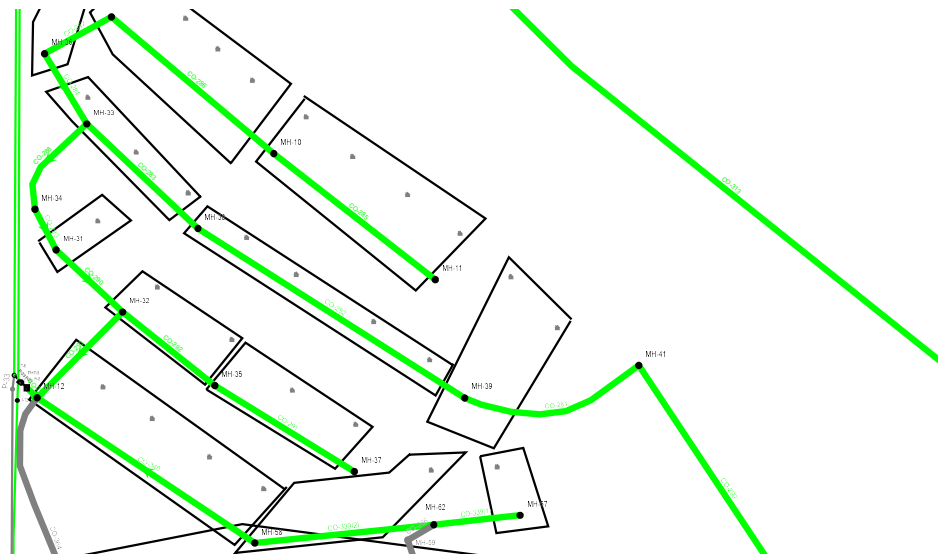


Deer Waters Ph3 - Time: 0.00 hours

**Existing Scenario - ADD**  
**Deer Waters Ph3 - Time: 0.00 hours**

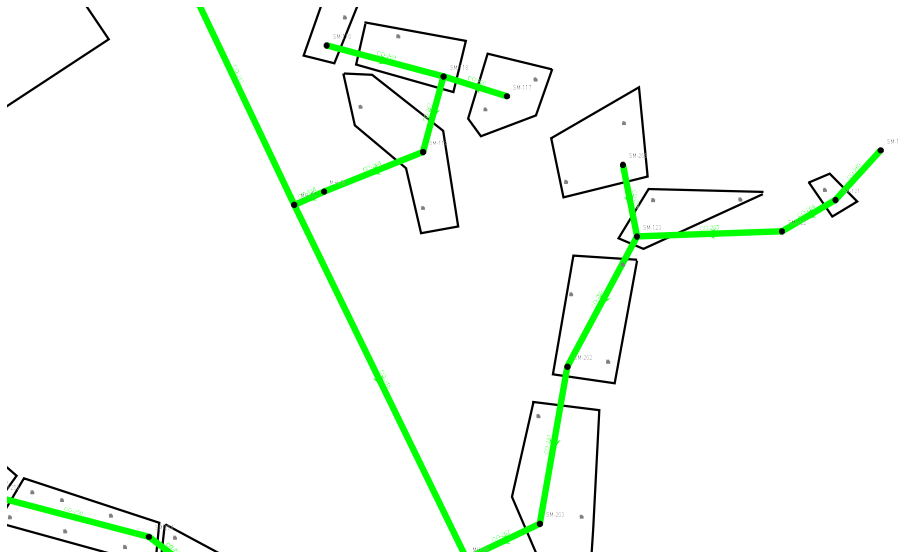


**Deer Waters Ph1 - Time: 0.00 hours**

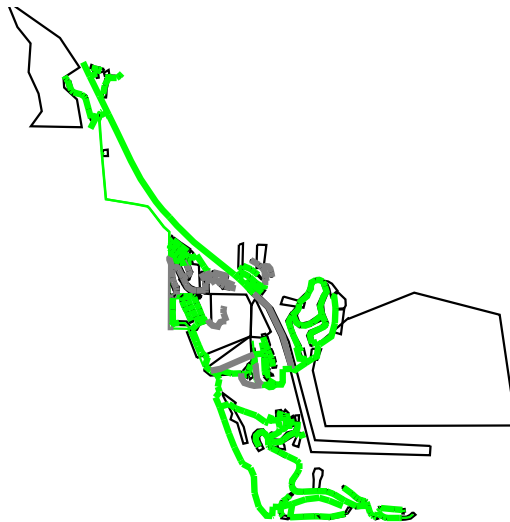


**Deer Mountain - Time: 0.00 hours**

**Existing Scenario - ADD**  
**Deer Mountain - Time: 0.00 hours**



**Existing Scenario - Time: 0.00 hours**





## Future Conditions-ADD

**File Attachments for Item:**

7. Discussion and Possible Action on an Ordinance Amending 1.20.040 IMPACT FEES IMPOSED and adopting 1.20.100 Time and Manner of Collection; and 10.14.02, Time of Payment to clarify that impact fees going to the Jordanelle Special Service District and the Wasatch County Fire Protection Special Service District must be paid before a building permit can be issued

## ORDINANCE #2021-O-07

ORDINANCE AMENDING SECTION 1.20.040 (IMPACT FEES IMPOSED) AND SECTION 1.20.050 (COLLECTION OF IMPACT FEES) AND ADOPTING SECTION 10.14.020, TIME OF PAYMENT CLARIFYING REQUIRED IMPACT FEES AND TIMING OF IMPACT FEES PAYMENT.

WHEREAS, the Town of Hideout is located in the service areas of the Jordanelle Special Service District (“JSSD”) and the Wasatch County Fire Protection Special Service District (“Wasatch County Fire”);

WHEREAS, the JSSD and the Wasatch County Fire may impose impact fees;

WHEREAS, after careful consideration, the Council of the Town of Hideout has found that these amendments are in the best interest of the health, safety and welfare of the inhabitants of the Town of Hideout.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF HIDEOUT, UTAH, THAT:

SECTION I: Amend Chapter 1.20 Sections 1.20.040 of the Hideout Town Code is hereby amended as follows.

## **1.20 IMPACT FEES**

### **1.20.040 IMPACT FEES IMPOSED**

Pursuant to Utah Code § 11-36a-402(1)(b), Impact Fees are hereby established for the service areas established within the Town of Hideout. The following categories of Impact Fees are hereby established: (a) water; (b) transportation; (c) storm drain; and (d) sewer. The schedule and amount of the Impact Fees assessed for each service area is set forth in the Executive Summary section of the Plan. Note that the amounts shown below reflect only those impact fees imposed by the Town of Hideout. The Town of Hideout is within the service area of the Jordanelle Special Service District (“JSSD”) and the Wasatch County Fire Protection Special Service District (“Wasatch County Fire”), each of which may also impose impact fees as a condition of development approval.

SECTION II: Amend. Chapter 1.20 Sections 1.20.050 of the Hideout Town Code is hereby amended as follows.

## **1.20 IMPACT FEES**

### **1.20.050 COLLECTION OF IMPACT FEES**

The Town Clerk shall collect the applicable Town of Hideout Impact Fees, at, or prior to, the time any building permit for any buildable parcel within the Town of Hideout is issued, and also will require evidence that payments have been made to the JSSD and Wasatch County Fire for fees imposed by those entities. The appropriate Impact Fee will be determined by the buildable parcel’s location with reference to the service areas identified in the Plan.

Section III: Adopt. Chapter 10.14 Section 10.14.020 of the Hideout Town Code is hereby adopted as follows.

## **10.14 IMPACT FEES**

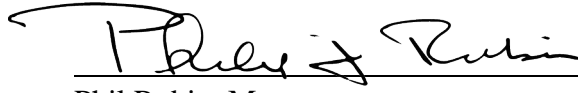
### **10.14.020 TIME OF PAYMENT**

Building permits shall not be issued until the applicant has paid all impact fees imposed by the Town of Hideout, the Jordanelle Special Service District ("JSSD"), and the Wasatch County Fire Protection Special Service District ("Wasatch County Fire"). Payments to JSSD and Wasatch County Fire shall be made directly to those districts, and the Town of Hideout shall not issue a building permit until it receives evidence that such payments have been made.

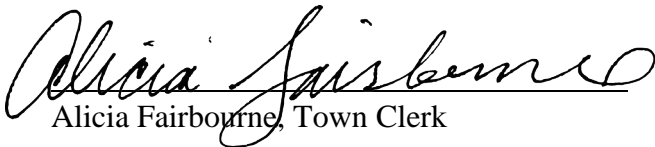
Section III: Effective Date. This Ordinance shall take effect upon publication.

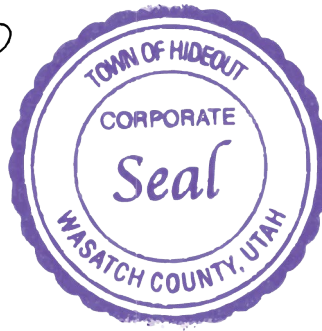
PASSED AND ADOPTED by the Town Council of Hideout, Utah, this 10th day of June in the year 2021.

TOWN OF HIDEOUT

  
Phil Rubin, Mayor

ATTEST:

  
Alicia Fairbourne, Town Clerk



**File Attachments for Item:**

8. Discussion and possible action on Ordinance 2021-O-XX to adopt the Wasatch County Fire Restrictions effective June 16, 2021

# WASATCH FIRE DISTRICT

10420 N. Jordanelle Blvd. Heber City, UT 84032  
435-940-9636

Hideout Town Council,

With the current and forecasted weather conditions in Wasatch Fire Districts response area and in order to mitigate potential fires, Wasatch Fire District in cooperation with Utah Forestry Fire and State Lands is implementing county wide **Fire Restrictions effective June 16, 2021**. This will be for all municipalities in the county as well as unincorporated county. Prior to the fire restrictions going into effect, we wanted to reach out to answer any question you may have regarding these restrictions. Below is a list of the prohibited actions during fire restrictions.

1. **No open fires** of any kind except within established public facilities in improved campgrounds, picnic areas. -OR- In permanently constructed fire pits at private homes where running water is present.
2. **No Smoking**, except within an enclosed vehicle, trailer or building, a developed recreation site or while stopped in an area that is paved or free from dry vegetation.
3. **Discharging or using any fireworks**, tracer ammunition or other pyrotechnic devices including exploding targets.
4. Cutting, welding, or grinding metal in areas of dry vegetation.
5. Operating a motorcycle, chainsaw, ATV, or other small internal combustion engine without an approved and working spark arrestor.

**Wasatch Fire District**

## ORDINANCE #2021-O-08

ORDINANCE AMENDING CHAPTER 6.08 FIREWORKS TO RESTRICT  
FIREWORKS AND OTHER IGNITION SOURCES UNDER CERTAIN CONDITIONS.

WHEREAS, the Town Council finds that it is in the public interest to address fireworks and other ignition sources due to environmental issues (weather conditions and dry fuel loads), topographical considerations (mountainous terrain, wildland interface, brush covered areas throughout the city), public safety concerns (people, structures, waterways, washes, and property), etc. in Hideout, Utah; and

WHEREAS, Utah Code §§ 53-7-225, 15A-5-202.5 authorize a municipality to restrict: the negligent discharge of fireworks, the discharge of fireworks in areas with hazardous environmental conditions, and the use of other ignition sources; and

WHEREAS, the Town of Hideout contains significant amounts of property containing hazardous environmental conditions.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF HIDEOUT, UTAH, THAT:

SECTION I: Amend Chapter 6.08 Sections 6.08.050, 6.08.060 of the Hideout Town Code is hereby amended as follows:

**Chapter 6.08 FIREWORKS & IGNITION SOURCES**

**6.08.050 PROHIBITED ACTS AND ACTIVITIES**

A. It shall be unlawful to discharge fireworks:

1. Within one hundred feet (100') of any place where fireworks are sold or offered for sale;
2. Within three hundred feet (300') of any church, hospital, rest home, retirement center, school building or similar institution;
3. In such a manner that the fireworks project over or onto the property of another person without the consent of the person owning or controlling such property; or
4. In any public park.

B. It shall be unlawful to ignite, discharge or throw any fireworks from or into any motor vehicle, or at or near any person.

C. It shall be unlawful to make, sell, or offer to sell or to discharge any type of homemade fireworks.

D. It shall be unlawful to sell or to offer to sell fireworks:

1. Without a permit;
2. In violation of any requirement of this chapter or any regulations adopted by the Utah fire prevention board;
3. At a location not specified in the permit application;
4. Without the insurance coverage required in the permit application; or
5. In violation of HMC 6.08.030 Paragraph B.

E. It shall be unlawful to discharge fireworks, even when otherwise permitted under Utah Statute or Town Code, when:

1. When the fire code official determines that existing or historical hazardous environmental conditions necessitate controlled use of any ignition sources.
  2. In areas designated by the Council as containing hazardous environmental conditions.
- F. The use of ignition sources including but not limited to open fires, solid fuel fire pits, lighters, matches, sky lanterns, open barbeques, and smoking materials is prohibited under the following circumstances:
1. When the fire code official of Hideout determines that existing or historical hazardous environmental conditions necessitate controlled use of any ignition sources.
  2. In areas designated by the Council as containing hazardous environmental conditions.
  3. When the use of open fires, fire pits, lighters, matches, sky lanterns, barbeques, smoking materials, or other ignition source that produces embers and/or is negligent.

#### **6.08.060 AUTHORITY OF TOWN TO PROHIBIT ~~DISCHARGE~~IGNITION SOURCES**

The town council, during times of adverse fire conditions, may review information regarding meteorological conditions, moisture content of plants and soil, and other information related thereto, and may at its discretion prohibit the use of all ~~fireworks~~ ignition sources in the protection of the health, safety and welfare of the public. Such a prohibition shall be for a defined period of time and may be limited to identified areas of the town, or may be applicable throughout the town.

A. As used in this chapter, hazardous environmental conditions include:

1. Mountainous, brush-covered, forest-covered, or dry grass-covered areas;
2. Areas within 200 feet of waterways, trails, canyons, washes, ravines, or similar areas;
3. The wildland urban interface area, which means the line, area, or zone where structures or other human development meet or intermingle with undeveloped wildland or land being used for an agricultural purpose; or
4. A limited area outside the hazardous areas described in this Paragraph A, to facilitate a readily identifiable closed area, in accordance with Paragraph B.

B. For any area restricted due to hazardous environmental conditions, the Town shall:

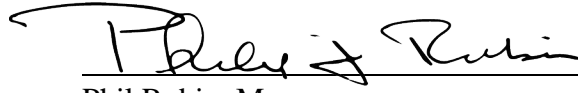
1. Designate the closed area along readily identifiable features like major roadways, waterways, or geographic features;
2. Ensure that the boundary of the designated closed area is as close as is practical to the defined hazardous area, provided that the closed area may include areas outside of the hazardous area to facilitate a readily identifiable line; and
3. Identify the closed area through a written description or map that is readily available to the public.

**SECTION II:** Effective Date. These amendments shall take effect upon publication.

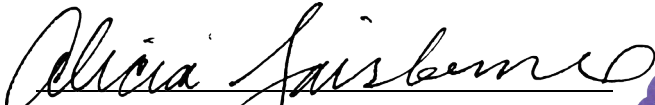


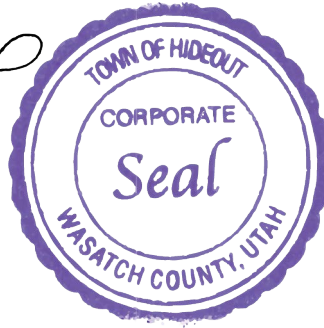
PASSED AND ADOPTED by the Town Council of Hideout, Utah, this 10th day of June in the y  
2021.

TOWN OF HIDEOUT

  
Phil Rubin, Mayor

ATTEST:

  
Alicia Fairbourne, Town Clerk



**File Attachments for Item:**

10. Discussion of possible compensation for Mayor and Council Members

## 2021 Review of Mayor Salaries and Health Benefits

[illegible]

## 2021 Review of Council Member Salaries and Health Benefits

[illegible]

## 2021 Review of Council Member Salaries and Health Benefits

[illegible]