



3200 W 300 N, West Point, UT 84015
801.776.0970

**WEST POINT CITY COUNCIL
MEETING NOTICE & AGENDA
December 7th, 2021
WEST POINT CITY HALL**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd
City Manager
Kyle Laws

THIS PUBLIC MEETING WILL BE HELD IN-PERSON AT WEST POINT CITY HALL AND ALSO ELECTRONICALLY.

The Public may attend the meeting electronically and comment when appropriate by:

- Join Zoom Meeting at: <https://us02web.zoom.us/j/85216826380> or
- Connect via Telephone: Dial 1(669) 900-6833 and enter Meeting ID: 851 1682 6380

The public may attend this meeting in-person at West Point City Hall under the following Guidelines:

- Use of face coverings is required for all those not fully vaccinated
- Avoid entering if they have a fever of 100.4° or above, cough, trouble breathing, sore throat, muscle aches and pains, sudden changes in smell or taste, or feel generally unwell
- Maintain 6-foot physical distancing & avoid physical contact
- Sneeze/cough into cloth, tissue, elbow or sleeve (not hands)
- Wash hands often, and for at least 20 seconds

The public may also participate in the Citizen Comment and Public Hearing Items prior to the meeting via email:

Comments must be received prior to the 7PM City Council Meeting

- Email: carnold@westpointcity.org
Subject Line: Must be designated as "Citizen Comment – December 7, 2021 City Council Meeting"
- Email Body: Must include First & Last Name and Address and a succinct statement of your comment.

ADMINISTRATIVE SESSION

6:00 PM – OPEN TO THE PUBLIC

1. Code Enforcement Update – Mr. Bruce Dopp [pg. 5](#)
2. Quarterly Financial Report Update – Mr. Ryan Harvey [pg. 8](#)
3. Discussion Regarding Storm Drain Pipe Standards – Mr. Boyd Davis [pg. 43](#)
4. Discussion Regarding Amendment to Developer's Agreement for Monument Sign Requirements in the Wildfire Estates Subdivision – Mrs. Bryn MacDonald [pg. 44](#)
5. Other Items

GENERAL SESSION

7:00 PM – OPEN TO THE PUBLIC

1. Call to Order
2. Pledge of Allegiance
3. Prayer (Please contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)
4. Communications and Disclosures from City Council and Mayor
5. Communications from Staff
6. Citizen Comment (*Emailed comments received prior to the meeting using the instructions above will be read to the Council at this time*)
 - Please clearly state your name and address prior to commenting and keep comments to a maximum of 2 ½ minutes
 - Do not repeat positions already stated; public comment is a time for the Council to receive new information and perspectives
 - If attending the meeting in-person, please approach the podium
 - If attending the meeting electronically, use the "raise hand" icon if on a computer or dial *9 on the phone to indicate that you would like to make a comment; when it is your turn, the meeting host will unmute you.
7. Youth Council Update
8. Consideration of Approval of the Minutes from the September 7, 2021 West Point City Council Meeting [pg. 46](#)
9. Consideration of Approval of the Final Plat for Phase 2 of the Westlake Estates Subdivision – Mrs. Bryn MacDonald [pg. 53](#)
10. Consideration of Approval of a Request to Simultaneously Develop Phases 3 and 4 of the Wildfire Estates Subdivision – Mrs. Bryn MacDonald [pg. 60](#)
11. Consideration of Approval of the Final Plat for Phase 4 of the Wildfire Estates Subdivision – Mrs. Bryn MacDonald [pg. 60](#)
12. Consideration of Approval of Ordinance No. 12-07-2021A, Adopting an Impact Fee Facilities Plan & Impact Fee Enactment for the Sanitary Sewer System – Mr. Boyd Davis [pg. 67](#)
 - a. Public Hearing
 - b. Action
13. Consideration of Approval of a Contract with Landmark Design for the Parks and Trails Master Plan – Mrs. Bryn MacDonald [pg. 117](#)
14. Motion to Adjourn the General Session

Posted this 3rd day of December, 2021


CASEY ARNOLD, CITY RECORDER

TENTATIVE UPCOMING ITEMS

Date: 12/21/2021

Administrative Session – 6:00 pm

1. Discussion Regarding the Interlocal Agreement with the Davis County Storm Water Coalition – Mr. Boyd Davis

General Session – 7:00 pm

1. Recognition of Planning Commissioner Jake Shepherd – Mayor Erik Craythorne
 2. Recognition of Outgoing Mayor and City Council Members
 3. Consideration of Approval of the FY2021 Financial Audit for West Point City – Mr. Ryan Harvey
 4. Consideration of Approval of Resolution No. 12-21-2021A, Approving an Amendment to the Developers Agreement for the Wildfire Estates Subdivision – Mrs. Bryn MacDonald
 5. Consideration of Approval of Ordinance No. 12-21-2021A, Regarding Amendments to West Point City Code
 - a. Public Hearing
 - b. Action
 - 6.
-

Date: 01/03/2022

Swearing-In Ceremony

Date: 01/04/2022

Administrative Session – 6:00 pm

1. Youth Council Update

General Session – 7:00 pm

1. Consideration of Approval of Appointment of ** to the North Davis Fire District Board – Mayor Brian Vincent
 2. Consideration of Approval of Appointment of ** to the North Davis Sewer District Board – Mayor Brian Vincent
 3. Consideration of Approval of Appointment of ** to the Mosquito Abatement District Davis Board – Mayor Brian Vincent
 4. Consideration of Approval of Resolution No. 12-21-2021B, Approving an Interlocal Agreement with the Davis County Storm Water Coalition – Mr. Boyd Davis
-

Date: 01/18/2022

Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: 02/01/2022

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
-

Date: 02/04 – 05/2022

CITY COUNCIL VISIONING SESSION

Date: 02/15/2022

Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: 03/01/2022

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
 2. Update from the Davis County Sheriff's Office
-



WEST POINT CITY 2021 CALENDAR

2021

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
Columbus	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
Columbus	1	2	3	4		
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY

1	New Year's Day - CLOSED
5	City Council - 6 PM
11	Senior Lunch - CANCELED
14	Planning Commission - 6 PM
18	MLK Jr. Day - CLOSED
19	City Council - 6 PM
28	Planning Commission - 6 PM
TBD	City Council Planning & Visioning Session

JULY

2-3	PARTY AT THE POINT EVENTS
5	Independence Holiday - CLOSED
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - CANCELED
20	City Council - 6 PM
22	Planning Commission - 6 PM
23	Pioneer Day Holiday - CLOSED

FEBRUARY

2	City Council - 6 PM
8	Senior Lunch - CANCELED
11	Planning Commission - 6 PM
15	President's Day - CLOSED
16	City Council - 6 PM
25	Planning Commission - 6 PM

AUGUST

3	City Council - 6 PM
12	Planning Commission - 6 PM
17	City Council - 6 PM
18	Summer Party 5:30 - 7 PM
20	Senior Dinner - 5:30 PM
24	Special City Council Meeting - 7 PM
26	Planning Commission - 6 PM

MARCH

2	City Council - 6 PM
11	Planning Commission - 6 PM
15	Senior Lunch - CANCELED
16	City Council - 6 PM
25	Planning Commission - 6 PM

SEPTEMBER

6	Labor Day - CLOSED
7	City Council - 6 PM
9	Planning Commission - 6 PM
13	Senior Lunch - 11:30 AM
21	City Council - 6 PM
23	Planning Commission - 6 PM

APRIL

TBD	EASTER EGG HUNT - 10 AM
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - CANCELED
20	City Council - 6 PM
22	Planning Commission - 6 PM

OCTOBER

4	Senior Lunch - 11:30 AM
5	City Council - 6 PM
7	CEMETERY CLEANING
11	Employee Training - CLOSED
14	Planning Commission - 6 PM
15	HALLOWEEN CARNIVAL - 7 PM
19	City Council - 6 PM
20	Council/Staff Lunch - 11:30 AM
22-23	ANNUAL FALL CLEAN-UP
28	Planning Commission - 6 PM

MAY

TBD	TAKE PRIDE IN WEST POINT
4	City Council - 6 PM
6	CEMETERY CLEANING
13	Planning Commission - 6 PM
17	Senior Lunch - CANCELED
18	City Council - 6 PM
27	Planning Commission - 6 PM
31	Memorial Day - CLOSED

NOVEMBER

2	ELECTION DAY
6	FLAGS ON VETERANS' GRAVES
11	Veterans Day - CLOSED
15	Senior Lunch - 11:30 AM
16	City Council - 6 PM
18	Planning Commission - 6 PM
25-26	Thanksgiving - CLOSED
29	CITY HALL LIGHTING - 6 PM

JUNE

TBD	MISS WEST POINT PAGEANT
1	City Council - 6 PM
10	Planning Commission - 6 PM
14	Senior Lunch - CANCELED
15	City Council - 6 PM
24	Planning Commission - 6 PM

DECEMBER

3	Christmas Party - 7 PM
6	CHILD REMEMBRANCE - 7 PM
7	City Council - 6 PM
9	Planning Commission - 6 PM
13	Senior Lunch - 11:30 AM
17	CEMETERY LUMINARY - 4 PM
21	City Council - 6 PM
23	Planning Commission - 6 PM
24-27	Christmas Holiday - CLOSED
31	New Year's Holiday - CLOSED



WEST POINT CITY 2022 CALENDAR

2022

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JANUARY

3	Swearing-In Ceremony - 12 PM
4	City Council - 6 PM
10	Senior Lunch - 11:30 AM
11	Council/Staff Lunch - 11:30 AM
13	Planning Commission - 6 PM
17	MLK Jr. Day - CLOSED
18	City Council - 6 PM
27	Planning Commission - 6 PM

JULY

2 & 4	PARTY AT THE POINT EVENTS
5	Independence Day Holiday - CLOSED
11	Senior Lunch - 11:30 AM
14	Planning Commission - 6 PM
15	MOVIE IN THE PARK - DUSK
19	City Council - 6 PM
25	Pioneer Day Holiday - CLOSED
28	Planning Commission - 6 PM

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY

1	City Council - 6 PM
4-5	City Council Planning & Visioning Session
10	Planning Commission - 6 PM
14	Senior Lunch - 11:30 AM
15	City Council - 6 PM
21	President's Day - CLOSED
24	Planning Commission - 6 PM

AUGUST

TBD	Summer Party 5:30 - 7 PM
2	City Council - 6 PM
11	Planning Commission - 6 PM
12	MOVIE IN THE PARK - DUSK
16	City Council - 6 PM
19	Senior Dinner - 5:30 PM
25	Planning Commission - 6 PM

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MARCH

1	City Council - 6 PM
10	Planning Commission - 6 PM
14	Senior Lunch - 11:30 AM
15	City Council - 6 PM
24	Planning Commission - 6 PM

SEPTEMBER

5	Labor Day - CLOSED
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - 11:30 AM
20	City Council - 6 PM
22	Planning Commission - 6 PM

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL

TBD	ANNUAL SPRING CLEAN-UP
5	City Council - 6 PM
11	Senior Lunch - 11:30 AM
14	Planning Commission - 6 PM
16	EASTER EGG HUNT - 10 AM
19	City Council - 6 PM
28	Planning Commission - 6 PM

OCTOBER

TBD	ANNUAL FALL CLEAN-UP
4	City Council - 6 PM
6	CEMETERY CLEANING
10	Employee Training - CLOSED
13	Planning Commission - 6 PM
14	HALLOWEEN CARNIVAL - 7 PM
17	Senior Lunch - 11:30 AM
18	City Council - 6 PM
25	Council/Staff Lunch - 11:30 AM
27	Planning Commission - 6 PM

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY

TBD	TAKE PRIDE IN WEST POINT
3	City Council - 6 PM
5	CEMETERY CLEANING
9	Senior Lunch - 11:30 AM
10	Council/Staff Lunch - 11:30 AM
12	Planning Commission - 6 PM
17	City Council - 6 PM
26	Planning Commission - 6 PM
30	Memorial Day - CLOSED

NOVEMBER

1	ELECTION DAY
5	FLAGS ON VETERANS' GRAVES
10	Planning Commission - 6 PM
11	Veterans Day - CLOSED
14	Senior Lunch - 11:30 AM
15	City Council - 6 PM
24-25	Thanksgiving - CLOSED
28	CITY HALL LIGHTING - 6 PM

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

4	MISS WEST POINT PAGEANT
7	City Council - 6 PM
9	Planning Commission - 6 PM
13	Senior Lunch - 11:30 AM
17	MOVIE IN THE PARK - DUSK
21	City Council - 6 PM
23	Planning Commission - 6 PM

DECEMBER

2	Christmas Party - 7 PM
6	CHILD REMEMBRANCE - 7 PM
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - 11:30 AM
20	City Council - 6 PM
22	Planning Commission - 6 PM
23	CEMETERY LUMINARY - 4 PM
26-27	Christmas Holiday - CLOSED

CITY COUNCIL STAFF REPORT

Subject: Status of Code Enforcement in West Point
Author: Bruce Dopp
Department: Community Development
Meeting Date: November 16, 2021



Background

In order to achieve the highest quality of health, safety and the continuing beauty of the City of West Point, it is necessary to establish achievable and measurable goals for the enforcement of the ordinances established for that purpose. These goals will change from time to time depending on seasons and circumstances. If properly applied these goals will assure the continuing quality of life for the residents of the City. The day to day operation of code enforcement is driven by the following objectives:

1. Timely acknowledgement of citizen complaints with follow up to ensure satisfaction.
2. Establish priorities to make sure that health and safety issues are addressed as a top priority.
3. Ensure that staff is always courteous and respectful in dealing with complaints.
4. Pro-Active enforcement. Code Enforcement Officer spends at least 50% of working hours patrolling the City. Code Enforcement Officer needs to be visible to residents.
5. Establish "Best Practices" for code enforcement through communication with other cities, continuing education and involvement with county and state agencies.

Analysis

During the period December 2020 to November 2021, Code Enforcement efforts have been focused on the following areas:

Tree Trimming Project

From October 5th to October 11, 2021, I conducted the annual tree trimming project to prepare for the winter snow plowing season. I patrolled the City and found 26 trees in various parts of the City in violation of tree trimming ordinances which require trees to be trimmed 13.5 feet above the curb and 7 feet above the sidewalk. I issued courtesy and/or 14 Day Notices on these residences and secured compliance on all but two residences. This is a very worthwhile project that I plan to continue each fall.

City Clean-Up Spring and Fall

On May 23rd and 24th and October 22nd and 23th the City sponsored the annual Spring and Fall Clean-ups. We used the City Newsletter, Facebook and Twitter accounts to advertise these events. Eighteen Foot dumpsters were in place in each of the three City parks beginning on Thursday evening.

During each of the two-day events, dumpsters were available to be filled all day on Friday and until 3:00 PM on Saturday. I personally monitored the dumpsters at each park and received very positive feedback from several citizens. Public works employees assisted in the clean-up and did an excellent job in making sure the dumpsters were crushed down for proper hauling. The Fall event produces less dumpsters than usual with about 14 dumpsters being filled. This project continues to be a popular activity each spring and fall.

Winter Parking

Education of residents is the primary consideration for actions taken during November of each year. On November 3rd and 4th I did early morning patrol of the City to measure compliance with winter parking requirements. Newsletter articles were published in the City Newsletter alerting residents of the requirement to refrain from parking on the streets from November 1st until the end of February. The articles also instructed residents to trim trees so that snow plows could clean streets without damaging equipment or trees.

Courtesy Notices were placed on windshields of 326 vehicles during these early morning patrols informing residents that it is illegal to park on the street beginning November 1st. All of these vehicles were illegally parked. The notices also warned residents that citations could follow if they continue to park illegally.

Beginning December 1st, Davis County Sheriff's Department will begin issuing citations. As I receive complaints, I forward the information to Lt. Cox who coordinates the issuance of citations for illegal winter parking. Last year, December 2020 and January 2021, 25 citations were issued.

I usually do another round of early morning patrols to measure compliance and alert Davis County Sheriff of trouble spots. I will conduct this patrol during either December or early January this year.

Junk Cars

The Covid restrictions on unregistered vehicles was lifted in about April 2021. Davis County did not prosecute this ordinance during 2020 and during the winter of 2021 because of backlog at the DMV. I completed the annual Junk Car Project during August 2021. A total of 46 vehicles were either registered or removed as the result of this project.

Other Miscellaneous Complaints and Issues (Yard Debris, Weeds)

Weeds

Courtesy Notices Issued-----75

Courtesy Notices Complied With-----72

The Spring/Summer of 2021 was a significant weed year. I saw an increase in weed complaints because of the drought restrictions. Many residents simply stopped caring for their yards and just let the weeds take over. Hopefully a wet winter will help with this problem.

Recommendation

No action is required. This is provided for informational purposes. Staff would appreciate any feedback the Council would like to provide.

Significant Impacts

Attachments

City Council Staff Report

Subject: Quarterly Financial Report (Jul - Sep 2021)
Author: Ryan Harvey
Department: Administrative Services
Date: December 7, 2021

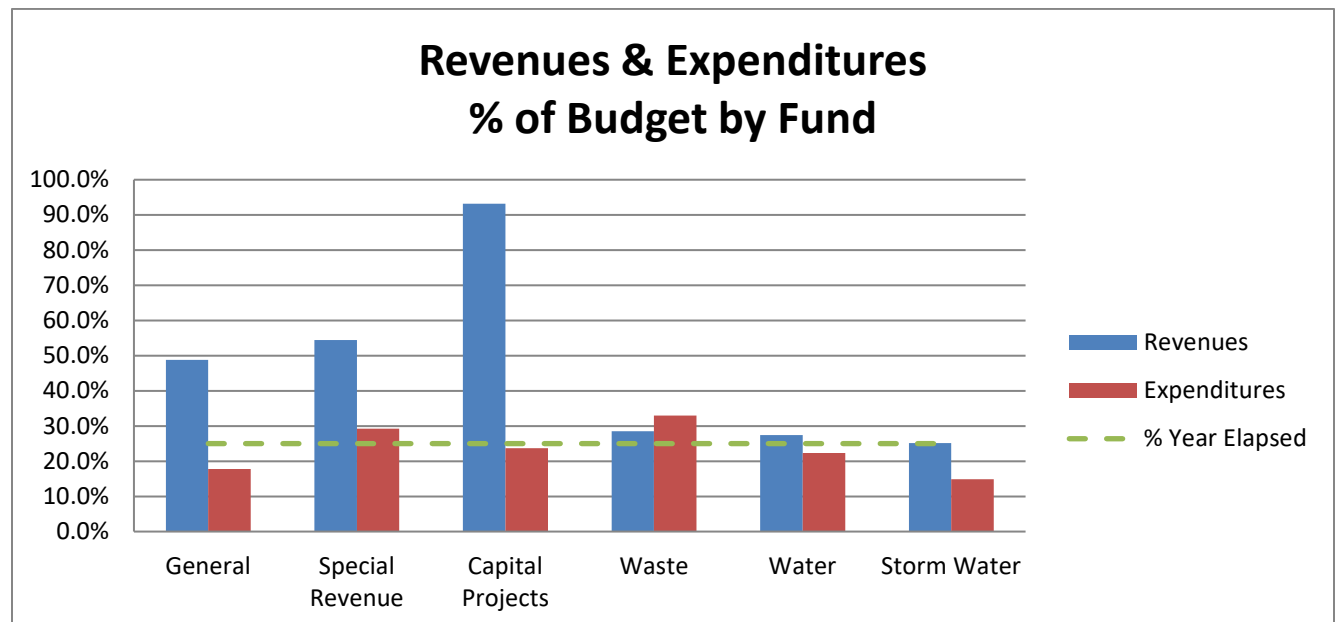


Background

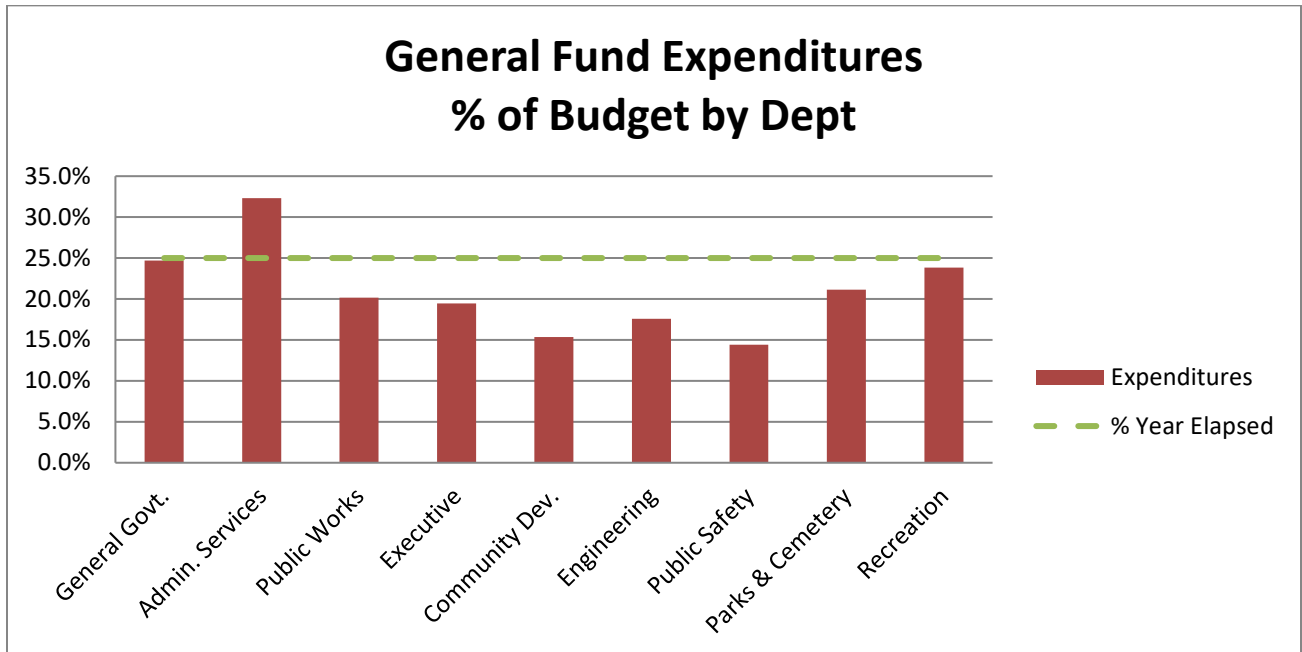
City staff monitors revenues and expenditures on an ongoing basis throughout the year. We issue a quarterly financial report to give the City Council a snapshot of our financial state and as a report on our financial progress for the fiscal year. The attached report contains expenditure, revenue, budget, and balance sheet data for each City fund for the first quarter of Fiscal Year 2022, representing July 1 – September 30, 2021. This information is summarized in the graphs below.

Analysis

As shown in the first graph, with 25% of the year elapsed, revenues exceed 25% in every fund of the City. Expenditures are below 25% in each of the funds except for the Special Revenue Fund and the Waste Fund. The reason for this in the Special Revenue Fund is because it is a pass-through fund for some development fees, so as we collect more fees than what we budgeted for, we also pass on more fees than what we budgeted for. The reason expenditures are over 25% in the Waste Fund is because of Impact Fee Projects that the City has spent money on during the first quarter of the year.



In the second graph we see that only one General Fund department exceeds 25%. It is the Administrative Services Department, and this is the result of the City insurance through the Local Government Trust being due at the beginning of the fiscal year. All other departments are below 25% through September 30, 2021



Recommendation

No action required. This report is for discussion/information purposes. Staff would appreciate any feedback or direction the Council may have.

Significant Impacts

There are no significant impacts at this time.

Attachments

FY2022 Q1 Financial Statements

WEST POINT CITY CORPORATION
COMBINED CASH INVESTMENT
SEPTEMBER 30, 2021

COMBINED CASH ACCOUNTS

01-1111	CASH IN CHECKING - ZIONS	2,000,700.23
01-1112	CASH IN CKING - CLASS C - ZION	650,161.45
01-1125	XBP DEPOSIT ACCOUNT	295,683.77
01-1130	CASH IN CHECKING - PTIF ACCT.	15,353,414.58
01-1131	PETTY CASH	750.00
	TOTAL COMBINED CASH	18,300,710.03
01-1185	CASH IN CHECKING - CDRA ACCT	4,525.28
01-1190	CASH ALLOCATION TO OTHER FUNDS	(18,305,235.31)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	4,164,980.68
45	ALLOCATION TO SPECIAL REVENUE FUND	4,975,129.52
48	ALLOCATION TO CAPITAL PROJECTS FUND	4,188,549.48
51	ALLOCATION TO WASTE FUND	687,019.84
55	ALLOCATION TO WATER FUND	2,155,111.56
58	ALLOCATION TO STORM WATER UTILITY FUND	2,077,849.73
70	ALLOCATION TO DEBT SERVICE	10,866.11
85	ALLOCATION TO CDRA FUND	45,728.39
	TOTAL ALLOCATIONS TO OTHER FUNDS	18,305,235.31
	ALLOCATION FROM COMBINED CASH FUND - 01-1190	(18,305,235.31)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

GENERAL FUND

ASSETS

10-1190	CASH ALLOCATION TO OTHER FUNDS	4,164,980.68	
10-1361	PROPERTY TAXES DEFERRED	598,455.00	
10-1411	DUE FROM OTHER GOVT. UNITS	537,107.08	
10-1561	PREPAID EXPENSE	2,480.00	
	TOTAL CURRENT ASSETS		5,303,022.76
	TOTAL ASSETS		5,303,022.76

LIABILITIES AND EQUITY

LIABILITIES

10-2131	ACCOUNTS PAYABLE	(232,797.36)	
10-2135	CREDIT CARD CLEARING ACCOUNT	(4,281.68)	
10-2220	PAYROLL TAXES & WITHHOLDINGS	2,726.62	
10-2222	FEDERAL WITHHOLDING PAYABLE	3,786.19	
10-2223	STATE WITHHOLDING PAYABLE	2,307.33	
10-2225	STATE RET & 401(K) PAYABLE	10,400.40	
10-2226	PUBLIC EMPLOYEES HEALTH PROGRA	377.36	
10-2228	EMPLOYEES DISABILITIES INS.	4.53	
10-2229	HSA PAYABLE	408.57	
10-2232	PEHP - DENTAL & VISION INS.	134.91	
10-2233	ULGT - VISION & LTC INS.	26.31	
10-2234	WELLNESS - HEALTH CLUBS	(8.57)	
10-2243	WORKMENS COMPENSATION PAYABLE	7,046.10	
10-2245	STATE UNEMPLOYMENT PAYABLE	337.77	
10-2250	WAGES PAYABLE-CLEARING	30,488.45	
10-2255	EXCAVATION BOND PAYABLE	3,225.00	
10-2275	DEFERRED REVENUE	598,455.00	
10-2291	ESCROW ACCOUNTS PAYABLE	2,067,342.81	
10-2410	UNEARNED- CARES ACT	182,029.92	
	TOTAL LIABILITIES		2,672,009.66

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
10-2975	NON-SPENDABLE FUNDS	2,480.00	
10-2980	UNASSIGNED FUNDS	1,525,563.39	
	REVENUE OVER EXPENDITURES - YTD	1,102,969.71	
	BALANCE - CURRENT DATE	2,631,013.10	
	TOTAL FUND EQUITY		2,631,013.10
	TOTAL LIABILITIES AND EQUITY		5,303,022.76

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>						
10-31-10	PROPERTY TAXES	1,238.63	11,958.94	598,886.00	586,927.06	2.0
10-31-25	VEHICLE - IN LIEU OF PROP. TAX	3,826.26	11,907.65	35,000.00	23,092.35	34.0
10-31-30	GENERAL SALES AND USE TAXES	150,598.20	512,414.01	1,500,000.00	987,585.99	34.2
10-31-40	CABLE TV	.00	.00	50,000.00	50,000.00	.0
10-31-50	ENERGY SALES AND USE	38,944.90	105,383.00	365,000.00	259,617.00	28.9
10-31-60	TELECOMMUNICATIONS	2,448.94	7,572.21	30,000.00	22,427.79	25.2
	TOTAL TAXES	197,056.93	649,235.81	2,578,886.00	1,929,650.19	25.2
<u>LICENSES AND PERMITS</u>						
10-32-10	BUS. LICENSE/COND. USE PERMITS	(470.00)	683.00	10,000.00	9,317.00	6.8
10-32-21	BUILDING PERMITS	104,823.92	180,746.51	400,000.00	219,253.49	45.2
	TOTAL LICENSES AND PERMITS	104,353.92	181,429.51	410,000.00	228,570.49	44.3
<u>INTERGOVERNMENTAL REVENUE</u>						
10-33-56	CLASS C ROADS	164,973.87	164,973.87	400,000.00	235,026.13	41.2
10-33-71	ARPA- REVENUE	.00	648,384.00	.00	(648,384.00)	.0
	TOTAL INTERGOVERNMENTAL REVENUE	164,973.87	813,357.87	400,000.00	(413,357.87)	203.3
<u>CHARGES FOR SERVICES</u>						
10-34-10	ZONING AND SUBDIVISION FEES	20,268.84	40,761.68	20,000.00	(20,761.68)	203.8
10-34-60	RECREATION FEES	2,689.54	25,430.54	90,000.00	64,569.46	28.3
10-34-78	PARK & CITY HALL RESERVATIONS	255.00	1,735.00	3,500.00	1,765.00	49.6
10-34-79	CITY CELEB. & SPONSORSHIPS	.00	1,499.00	9,000.00	7,501.00	16.7
10-34-82	CEMETERY INTERMENT	1,400.00	4,950.00	15,000.00	10,050.00	33.0
10-34-90	MISC. INCOME & CONCESSIONS	31.00	691.51	2,000.00	1,308.49	34.6
	TOTAL CHARGES FOR SERVICES	24,644.38	75,067.73	139,500.00	64,432.27	53.8
<u>MISCELLANEOUS REVENUE</u>						
10-36-10	INTEREST EARNINGS	4,020.58	12,896.07	20,000.00	7,103.93	64.5
10-36-20	DONATIONS	5.00	505.00	2,000.00	1,495.00	25.3
10-36-90	MISCELLANEOUS	.00	1,800.57	1,000.00	(800.57)	180.1
	TOTAL MISCELLANEOUS REVENUE	4,025.58	15,201.64	23,000.00	7,798.36	66.1

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CONTRIBUTIONS & TRANSFERS</u>					
10-39-10 BEGINNING BALANCE	.00	.00	800,000.00	800,000.00	.0
TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	800,000.00	800,000.00	.0
 TOTAL FUND REVENUE	 495,054.68	 1,734,292.56	 4,351,386.00	 2,617,093.44	 39.9

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-41-10 MAYOR AND COUNCIL WAGES	4,042.04	14,147.14	47,413.00	33,265.86	29.8
10-41-13 EMPLOYEE BENEFITS	525.54	1,839.39	7,375.00	5,535.61	24.9
10-41-33 TRAINING AND EDUCATION	.00	.00	9,000.00	9,000.00	.0
10-41-35 COMMUNITY SERVICE CONTRACTS	.00	500.00	3,000.00	2,500.00	16.7
TOTAL GENERAL GOVERNMENT	4,567.58	16,486.53	66,788.00	50,301.47	24.7
<u>ADMINISTRATIVE SERVICES</u>					
10-44-11 SALARIES AND WAGES	8,305.27	28,945.43	116,024.00	87,078.57	25.0
10-44-13 EMPLOYEE BENEFITS	1,808.07	11,912.48	49,719.00	37,806.52	24.0
10-44-20 MILEAGE REIMBURSEMENT	374.08	374.08	800.00	425.92	46.8
10-44-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	105.50	105.50	1,000.00	894.50	10.6
10-44-24 POSTAGE	.00	520.99	5,000.00	4,479.01	10.4
10-44-25 EQUIPMENT & SUPPLIES	175.83	175.83	1,000.00	824.17	17.6
10-44-26 EQUIPMENT LEASE & MAINTENANCE	1,036.46	2,014.18	16,500.00	14,485.82	12.2
10-44-33 TRAINING & EDUCATION	192.50	192.50	4,000.00	3,807.50	4.8
10-44-38 AUDITOR & ACCOUNTING SUPPORT	.00	.00	16,500.00	16,500.00	.0
10-44-63 IT SUPPORT & CONTRACTS	.00	4,591.26	7,100.00	2,508.74	64.7
10-44-65 EMERGENCY MANAGEMENT	.00	.00	2,000.00	2,000.00	.0
10-44-69 OFFICE SUPPLIES & EXPENSE	155.15	336.05	4,000.00	3,663.95	8.4
10-44-75 RISK MANAGEMENT	(792.07)	36,106.03	40,000.00	3,893.97	90.3
10-44-95 CREDIT CARD PROCESSING FEES	106.18	382.75	1,000.00	617.25	38.3
10-44-98 BANK SERVICE CHARGES	75.00	225.00	1,000.00	775.00	22.5
TOTAL ADMINISTRATIVE SERVICES	11,541.97	85,882.08	265,643.00	179,760.92	32.3
<u>PUBLIC WORKS</u>					
10-48-11 SALARIES AND WAGES	8,941.18	32,336.26	167,300.00	134,963.74	19.3
10-48-13 EMPLOYEE BENEFITS & RETIREMENT	2,302.62	17,384.48	111,012.00	93,627.52	15.7
10-48-15 ON CALL PAY	392.00	1,154.00	5,950.00	4,796.00	19.4
10-48-20 OVERTIME	865.06	9,245.77	14,000.00	4,754.23	66.0
10-48-23 TRAVEL AND EDUCATION	.00	.00	360.00	360.00	.0
10-48-25 EQUIPMENT, SUPPLIES & MAINT.	1,072.92	1,407.07	9,000.00	7,592.93	15.6
10-48-26 MUNICIPAL BLDGS. OPER. & MAINT	1,449.14	5,853.37	24,260.00	18,406.63	24.1
10-48-54 PROT. CLOTHING & EQUIPMENT	1,695.00	1,785.21	3,000.00	1,214.79	59.5
10-48-65 FLEET OPERATIONS & MAINTENANCE	661.81	1,246.86	4,250.00	3,003.14	29.3
10-48-67 FLEET FUEL	1,139.07	2,236.73	12,865.00	10,628.27	17.4
10-48-69 OFFICE SUPPLIES & EXPENSE	.00	.00	1,300.00	1,300.00	.0
10-48-70 FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
10-48-75 CROSSWALK POWER	55.74	111.40	900.00	788.60	12.4
10-48-77 PUBLIC FACILITIES HEATING	49.97	92.31	5,000.00	4,907.69	1.9
10-48-82 PUBLIC FACILITIES POWER	1,428.51	3,676.63	14,000.00	10,323.37	26.3
10-48-84 STREET LIGHTING PWR & MNT.	4,197.88	11,160.41	52,000.00	40,839.59	21.5
TOTAL PUBLIC WORKS	24,250.90	87,690.50	435,197.00	347,506.50	20.2

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXECUTIVE</u>					
10-49-11 SALARIES AND WAGES	13,898.59	49,301.04	190,613.00	141,311.96	25.9
10-49-13 EMPLOYEE BENEFITS	3,679.15	22,335.05	111,966.00	89,630.95	20.0
10-49-20 MILEAGE REIMBURSEMENTS	.00	.00	750.00	750.00	.0
10-49-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	193.05	3,000.00	2,806.95	6.4
10-49-23 TRAVEL AND EDUCATION	495.00	495.00	6,000.00	5,505.00	8.3
10-49-24 POSTAGE	.00	.00	320.00	320.00	.0
10-49-25 NEW EQUIPMENT PURCHASE	.00	813.00	17,000.00	16,187.00	4.8
10-49-37 ATTORNEY	7,236.00	9,100.00	33,000.00	23,900.00	27.6
10-49-62 MISCELLANEOUS	.00	.00	12,000.00	12,000.00	.0
10-49-63 IT SUPPORT & CONTRACTS	1,523.28	7,309.31	36,000.00	28,690.69	20.3
10-49-65 EMP. AWARDS, REC. & EVENTS	195.13	279.87	13,000.00	12,720.13	2.2
10-49-66 EDUCATION REIMB. PROGRAM	.00	.00	6,000.00	6,000.00	.0
10-49-67 EMP. BENEFITS & BONUS PROGRAM	.00	.00	13,000.00	13,000.00	.0
10-49-68 WELLNESS PROGRAM	.00	.00	2,000.00	2,000.00	.0
10-49-69 OFFICE SUPPLIES & EXPENSE	432.10	755.10	5,000.00	4,244.90	15.1
10-49-70 CELLULAR & RADIO SERV. & EQUIP	736.26	1,469.31	12,000.00	10,530.69	12.2
10-49-72 LEGAL ADVERTISING	1,102.86	1,349.86	9,000.00	7,650.14	15.0
10-49-80 UTAH LEAGUE MEMBERSHIP	5,711.66	5,711.66	5,500.00	(211.66)	103.9
10-49-82 CITY NEWSLETTER	369.12	1,133.52	4,500.00	3,366.48	25.2
10-49-83 ECONOMIC DEVELOPMENT	.00	.00	5,000.00	5,000.00	.0
10-49-85 VOLUNTEERISM PROGRAM	.00	.00	2,000.00	2,000.00	.0
10-49-88 RECORDERS OFFICE	486.44	586.94	8,000.00	7,413.06	7.3
10-49-89 ELECTIONS	.00	.00	20,000.00	20,000.00	.0
10-49-90 CITY CELEBRATIONS & EVENTS	24,686.17	37,205.38	78,500.00	41,294.62	47.4
10-49-91 YOUTH COUNCIL	71.48	1,395.81	8,000.00	6,604.19	17.5
10-49-92 MISS WEST POINT PAGEANT	206.70	(636.12)	19,600.00	20,236.12	(3.3)
10-49-93 SENIOR PROGRAM	299.25	559.25	2,500.00	1,940.75	22.4
10-49-94 COMMUNITY GARDEN	.00	.00	300.00	300.00	.0
10-49-96 YOUTH COURT	.00	.00	5,000.00	5,000.00	.0
10-49-97 COVID-19	19,408.16	23,126.32	200,000.00	176,873.68	11.6
10-49-98 ARTS COUNCIL	.00	.00	5,000.00	5,000.00	.0
TOTAL EXECUTIVE	80,537.35	162,483.35	834,549.00	672,065.65	19.5

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
10-52-11 SALARIES AND WAGES	4,889.88	47,410.02	291,781.00	244,370.98	16.3
10-52-13 EMPLOYEE BENEFITS & RETIREMENT	(971.97)	20,563.27	143,510.00	122,946.73	14.3
10-52-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	575.00	760.00	1,000.00	240.00	76.0
10-52-23 TRAVEL, EDUCATION & CERTIFICAT	.00	200.00	4,000.00	3,800.00	5.0
10-52-25 EQUIPMENT & SUPPLIES	129.26	1,231.76	2,000.00	768.24	61.6
10-52-51 GIS	.00	.00	1,750.00	1,750.00	.0
10-52-62 CONTRACT PLANNING & INSP SERV	.00 (	1,110.00)	5,000.00	6,110.00	(22.2)
10-52-63 IT SUPPORT & CONTRACTS	.00	.00	5,000.00	5,000.00	.0
10-52-65 STATE BUILDING SURCHARGE	.00	1,194.44	1,000.00	(194.44)	119.4
10-52-68 PLANNING COMM/BOARD OF ADJ.	260.00	260.00	3,000.00	2,740.00	8.7
10-52-69 OFFICE SUPPLIES & EXPENSE	25.94	106.93	500.00	393.07	21.4
10-52-85 CODE ENFORCEMENT	193.20	337.50	4,000.00	3,662.50	8.4
TOTAL COMMUNITY DEVELOPMENT	5,101.31	70,953.92	462,541.00	391,587.08	15.3
<u>ENGINEERING</u>					
10-53-11 SALARIES AND WAGES	12,455.35	12,455.35	43,452.00	30,996.65	28.7
10-53-13 EMP. BENEFITS & RETIREMENT	4,844.33	4,844.33	21,915.00	17,070.67	22.1
10-53-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	.00	1,000.00	1,000.00	.0
10-53-23 TRAVEL, EDUCATION & CERTIFICAT	609.80	609.80	4,000.00	3,390.20	15.3
10-53-25 EQUIPMENT & SUPPLIES	.00	.00	5,500.00	5,500.00	.0
10-53-51 GIS	.00	.00	3,000.00	3,000.00	.0
10-53-63 IT SUPPORT & CONTRACTS	.00	.00	5,400.00	5,400.00	.0
10-53-69 OFFICE SUPPLIES & EXPENSE	.00	.00	500.00	500.00	.0
10-53-70 ENGINEERING SERVICES	.00	862.50	22,000.00	21,137.50	3.9
TOTAL ENGINEERING	17,909.48	18,771.98	106,767.00	87,995.02	17.6
<u>PUBLIC SAFETY & EMERGENCY PLAN</u>					
10-54-11 CROSSING GUARDS	4,877.50	6,616.70	60,011.00	53,394.30	11.0
10-54-13 EMPLOYEE BENEFITS & RETIREMENT	483.41	655.79	5,949.00	5,293.21	11.0
10-54-15 CROSSING GUARD SUPPLIES/EQUIP.	188.00	188.00	1,000.00	812.00	18.8
10-54-60 ANIMAL CONTROL	3,851.20	7,702.40	55,000.00	47,297.60	14.0
10-54-62 POLICE SERVICES	22,557.00	45,114.00	283,250.00	238,136.00	15.9
10-54-65 NARCOTICS STRIKE FORCE	.00	.00	8,800.00	8,800.00	.0
10-54-75 HOMETOWN SECURITY (EPRT)	.00	.00	4,000.00	4,000.00	.0
TOTAL PUBLIC SAFETY & EMERGENCY PLAN	31,957.11	60,276.89	418,010.00	357,733.11	14.4

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS AND CEMETERY</u>					
10-70-11 SALARIES AND WAGES	2,870.52	25,311.94	104,008.00	78,696.06	24.3
10-70-13 EMPLOYEE BENEFITS & RETIREMENT	620.14	5,604.65	10,305.00	4,700.35	54.4
10-70-20 UNIFORMS	600.00	600.00	600.00	.00	100.0
10-70-25 EQUIPMENT & SUPPLIES	865.27	5,109.72	14,000.00	8,890.28	36.5
10-70-26 BUILDING AND GROUNDS	1,483.51	5,210.65	68,600.00	63,389.35	7.6
10-70-29 PARK & CEMETERY LIGHTS	298.00	605.05	3,400.00	2,794.95	17.8
10-70-61 MISC. SERVICES AND SUPPLIES	.00	.00	1,200.00	1,200.00	.0
10-70-69 OFFICE SUPPLIES & EXPENSE	.00	.00	500.00	500.00	.0
10-70-70 GATEWAYS & PUBLIC PROPERTIES	38.69	1,245.67	4,000.00	2,754.33	31.1
TOTAL PARKS AND CEMETERY	6,776.13	43,687.68	206,613.00	162,925.32	21.1
<u>RECREATION</u>					
10-71-11 SALARIES AND WAGES	12,114.00	40,937.92	170,649.00	129,711.08	24.0
10-71-13 EMPLOYEE BENEFITS & RETIREMENT	2,293.05	16,611.09	80,441.00	63,829.91	20.7
10-71-20 RECREATION PROGRAM MARKETING	1,162.95	1,162.95	1,000.00	(162.95)	116.3
10-71-23 TRAVEL & EDUCATION	.00	.00	2,400.00	2,400.00	.0
10-71-26 BUILDING AND GROUNDS	.00	.00	2,300.00	2,300.00	.0
10-71-30 BACKGROUND CHECKS	313.95	313.95	2,000.00	1,686.05	15.7
10-71-60 SOCCER	4,218.30	4,322.22	12,000.00	7,677.78	36.0
10-71-67 JUNIOR JAZZ	.00	3,658.50	23,000.00	19,341.50	15.9
10-71-68 FOOTBALL	2,512.39	17,698.56	34,500.00	16,801.44	51.3
10-71-69 OFFICE SUPPLIES & EXPENSE	20.84	44.89	250.00	205.11	18.0
10-71-71 BASEBALL/SOFTBALL	.00	333.67	20,500.00	20,166.33	1.6
10-71-73 VOLLEYBALL	6.17	6.17	3,000.00	2,993.83	.2
10-71-74 TENNIS	.00	.00	5,000.00	5,000.00	.0
TOTAL RECREATION	22,641.65	85,089.92	357,040.00	271,950.08	23.8
<u>TRANSFERS, CONT. & OTHER USES</u>					
10-90-63 CLASS C TRANS. TO SPECIAL REV.	.00	.00	400,000.00	400,000.00	.0
10-90-70 TRANS. DEBT. SERV. CITY HALL	.00	.00	107,055.00	107,055.00	.0
10-90-86 TRANSFER TO CAP. PROJ. FUND	.00	.00	691,183.00	691,183.00	.0
TOTAL TRANSFERS, CONT. & OTHER USES	.00	.00	1,198,238.00	1,198,238.00	.0
TOTAL FUND EXPENDITURES	205,283.48	631,322.85	4,351,386.00	3,720,063.15	14.5
NET REVENUE OVER EXPENDITURES	289,771.20	1,102,969.71	.00	(1,102,969.71)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

SPECIAL REVENUE FUND

ASSETS

45-1190	CASH - ALLOCATION TO OTHER FUN	4,975,129.52	
45-1411	DUE FROM OTHER GOVT. UNITS	31,061.70	
	TOTAL CURRENT ASSETS		5,006,191.22
	TOTAL ASSETS		5,006,191.22

LIABILITIES AND EQUITY

LIABILITIES

45-2131	ACCOUNTS PAYABLE	226,650.96	
	TOTAL LIABILITIES		226,650.96

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

45-2980	UNASSIGNED FUNDS	432,532.61	
45-2985	RESTRICTED FOR LOCAL OPTION RD	274,836.98	
45-2990	RESTRICTED FOR CLASS C ROADS	1,135,528.24	
45-2995	RESTRICTED FOR IMPACT FEES	2,782,662.56	
	REVENUE OVER EXPENDITURES - YTD	153,979.87	
	BALANCE - CURRENT DATE	4,779,540.26	
	TOTAL FUND EQUITY		4,779,540.26
	TOTAL LIABILITIES AND EQUITY		5,006,191.22

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

SPECIAL REVENUE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>DEVELOPMENT FEES</u>					
45-30-57 ROAD IMPACT FEES	49,117.00	115,040.00	152,900.00	37,860.00	75.2
45-30-70 PARK AND TRAILS IMPACT FEES	78,478.06	140,312.68	238,086.00	97,773.32	58.9
45-30-75 NORTH DAVIS SEWER IMPACT FEES	120,472.00	214,896.00	352,600.00	137,704.00	61.0
45-30-80 N.D. FIRE IMPACT FEES	2,958.41	14,841.11	13,868.00	(973.11)	107.0
45-30-99 BEGINNING BALANCE	.00	.00	157,712.00	157,712.00	.0
TOTAL DEVELOPMENT FEES	251,025.47	485,089.79	915,166.00	430,076.21	53.0
<u>OTHER FINANCING SOURCES</u>					
45-33-90 TRANSFER FROM OTHER FUNDS	.00	.00	400,000.00	400,000.00	.0
45-33-93 LOCAL OPTION ROADS	12,528.62	43,590.32	125,000.00	81,409.68	34.9
TOTAL OTHER FINANCING SOURCES	12,528.62	43,590.32	525,000.00	481,409.68	8.3
TOTAL FUND REVENUE	263,554.09	528,680.11	1,440,166.00	911,485.89	36.7

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

SPECIAL REVENUE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SPECIAL FUND PROJECTS</u>					
45-51-15 PARKS/TRAILS IMPACT FEE PROJ.	.00	.00	1,648.00	1,648.00	.0
45-51-71 ROADS/PED. WALKWAYS IMPACT FEE	.00	.00	42,798.00	42,798.00	.0
45-51-80 N.D. SEWER IMPACT FEES	67,656.00	177,100.00	352,600.00	175,500.00	50.2
45-51-85 N.D. FIRE IMPACT FEES	6,766.00	16,366.22	13,868.00	(2,498.22)	118.0
45-51-93 LOCAL OPTION ROADS	.00	.00	466,309.00	466,309.00	.0
45-51-95 CLASS C ROAD EXPENDITURES	111,024.05	181,234.02	540,480.00	359,245.98	33.5
45-51-97 ROAD & SIDEWALK GRANT PROJECTS	.00	.00	22,463.00	22,463.00	.0
TOTAL SPECIAL FUND PROJECTS	185,446.05	374,700.24	1,440,166.00	1,065,465.76	26.0
TOTAL FUND EXPENDITURES	185,446.05	374,700.24	1,440,166.00	1,065,465.76	26.0
NET REVENUE OVER EXPENDITURES	78,108.04	153,979.87	.00	(153,979.87)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

CAPITAL PROJECTS FUND

ASSETS

48-1190	CASH ALLOCATION TO OTHER FUNDS	4,188,549.48	
	TOTAL CURRENT ASSETS		4,188,549.48
	TOTAL ASSETS		4,188,549.48

LIABILITIES AND EQUITY

LIABILITIES

48-2131	ACCOUNTS PAYABLE	19,408.41	
	TOTAL LIABILITIES		19,408.41

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
48-2980	UNASSIGNED FUNDS	852,427.19	
48-2985	COMMITTED TO CAPITAL PROJECTS	3,733,604.81	
	REVENUE OVER EXPENDITURES - YTD	(416,890.93)	
	BALANCE - CURRENT DATE	4,169,141.07	
	TOTAL FUND EQUITY		4,169,141.07
	TOTAL LIABILITIES AND EQUITY		4,188,549.48

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
48-30-39	MISC. REVENUE	124,009.00	124,009.00	.00	(124,009.00)	.0
48-30-45	CEMETERY PERMIT & PERPET. CARE	7,200.00	13,050.00	147,057.00	134,007.00	8.9
48-30-90	BEGINNING BALANCE	.00	.00	1,502,264.00	1,502,264.00	.0
	TOTAL REVENUE	131,209.00	137,059.00	1,649,321.00	1,512,262.00	8.3
	<u>OTHER FINANCING SOURCES</u>					
48-33-10	TRANSFER FROM GENERAL FUND	.00	.00	691,183.00	691,183.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	691,183.00	691,183.00	.0
	TOTAL FUND REVENUE	131,209.00	137,059.00	2,340,504.00	2,203,445.00	5.9

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAP. PROJ. FUND FINANCING USES</u>					
48-51-15 BUILDINGS	.00	.00	60,980.00	60,980.00	.0
48-51-20 ROAD PROJECTS	12,210.00	12,210.00	565,158.00	552,948.00	2.2
48-51-25 PARK IMPROVEMENT PROJECTS	.00	522,540.97	1,030,109.00	507,568.03	50.7
48-51-43 CAPITAL EQUIPMENT REPLACEMENT	.00	19,198.96	66,200.00	47,001.04	29.0
48-51-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
48-51-53 5 YEAR CIP	.00	.00	460,000.00	460,000.00	.0
48-51-70 CEMETERY PERPETUAL CARE	.00	.00	147,057.00	147,057.00	.0
TOTAL CAP. PROJ. FUND FINANCING USES	12,210.00	553,949.93	2,340,504.00	1,786,554.07	23.7
TOTAL FUND EXPENDITURES	12,210.00	553,949.93	2,340,504.00	1,786,554.07	23.7
NET REVENUE OVER EXPENDITURES	118,999.00	(416,890.93)	.00	416,890.93	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

WASTE FUND

ASSETS

51-1075	UTILITY CASH CLEARING	(	2,832.26)	
51-1190	CASH-ALLOCATION FROM GEN.FUND		687,019.84	
51-1311	WASTE ACCOUNTS RECEIVABLE		171,932.23	
51-1312	ALLOWANCE FOR BAD DEBTS	(	11,651.02)	
51-1411	DUE FROM OTHER GOVERNMENT		13,840.24	
51-1502	DEFERRED OUTFLOWS - PENSION		25,715.00	

TOTAL CURRENT ASSETS		884,024.03
----------------------	--	------------

PROPERTY AND EQUIPMENT

51-1601	CONSTRUCTION IN PROGRESS		2,980.00	
51-1631	IMPROVEMENTS OTHER THAN BLDGS.		5,377,858.43	
51-1651	MACHINERY AND EQUIPMENT		373,252.71	
51-1690	ACCUMULATED DEPRECIATION	(	1,794,838.98)	

TOTAL PROPERTY AND EQUIPMENT		3,959,252.16
------------------------------	--	--------------

TOTAL ASSETS		4,843,276.19
--------------	--	--------------

LIABILITIES AND EQUITY

LIABILITIES

51-2131	ACCOUNTS PAYABLE		283,375.77	
51-2140	CUSTOMER DEPOSITS PAYABLE		21,300.00	
51-2141	COMPENSATED ABSENCES PAYABLE		23,091.91	
51-2201	NET PENSION LIABILITY		13,734.00	
51-2202	DEFERRED INFLOWS - PENSION		38,658.00	
51-2250	WAGES PAYABLE		5,199.60	

TOTAL LIABILITIES		385,359.28
-------------------	--	------------

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

51-2980	BEGINNING OF YEAR	4,206,400.08	
51-2995	RESTRICTED - SEWER IMPACT FEES	338,432.42	
	REVENUE OVER EXPENDITURES - YTD	(	86,915.59)

BALANCE - CURRENT DATE		4,457,916.91
------------------------	--	--------------

TOTAL FUND EQUITY		4,457,916.91
-------------------	--	--------------

TOTAL LIABILITIES AND EQUITY		4,843,276.19
------------------------------	--	--------------

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-17 PENALTIES	95.00	450.00	10,000.00	9,550.00	4.5
51-37-26 SEWER FEES	125,120.69	322,125.82	1,100,000.00	777,874.18	29.3
51-37-50 GARBAGE COLLECTION FEES	46,452.04	138,687.55	500,000.00	361,312.45	27.7
51-37-60 GREENWASTE COLLECTION FEES	10,162.80	30,371.84	110,000.00	79,628.16	27.6
51-37-70 RECYCLE COLLECTION FEES	11,766.78	35,110.23	130,000.00	94,889.77	27.0
TOTAL OPERATING REVENUE	193,597.31	526,745.44	1,850,000.00	1,323,254.56	28.5
<u>OTHER FINANCING SOURCES</u>					
51-38-05 SEWER IMPACT FEES	1,654.00	20,675.00	82,700.00	62,025.00	25.0
51-38-15 CAN PURCHASE	6,290.00	11,220.00	17,000.00	5,780.00	66.0
51-38-80 INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
51-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL OTHER FINANCING SOURCES	7,944.00	31,895.00	129,700.00	97,805.00	24.6
<u>TRANSFERS</u>					
51-39-95 BEGINNING FUND BALANCE	.00	.00	34,417.00	34,417.00	.0
51-39-96 SEWER IMPACT FEE BALANCE	.00	.00	229,303.00	229,303.00	.0
TOTAL TRANSFERS	.00	.00	263,720.00	263,720.00	.0
TOTAL FUND REVENUE	201,541.31	558,640.44	2,243,420.00	1,684,779.56	24.9

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
51-81-11 SALARIES AND WAGES	14,586.26	51,843.03	212,007.00	160,163.97	24.5
51-81-13 BENEFITS AND BONUS	3,381.19	22,017.78	125,506.00	103,488.22	17.5
51-81-15 ON CALL PAY	56.00	165.00	850.00	685.00	19.4
51-81-20 OVERTIME	.00	.00	2,000.00	2,000.00	.0
51-81-27 LIFT STATION PUMPS	144.14	245.97	2,400.00	2,154.03	10.3
51-81-42 GARBAGE	42,779.05	114,601.82	363,000.00	248,398.18	31.6
51-81-43 GREENWASTE	9,696.05	22,695.80	98,000.00	75,304.20	23.2
51-81-44 RECYCLING	9,090.00	18,146.53	88,000.00	69,853.47	20.6
51-81-49 SEWER COLLECTION AND DISPOSAL	72,304.50	215,992.23	668,000.00	452,007.77	32.3
51-81-55 SEWER MAINTENANCE AND REPAIR	1,077.72	2,067.85	30,000.00	27,932.15	6.9
51-81-63 IT SUPPORT & CONTRACTS	611.48	11,363.20	23,825.00	12,461.80	47.7
51-81-65 UTILITY REFUNDS	.00	.00	1,500.00	1,500.00	.0
TOTAL PRIMARY OPERATING EXPENSES	153,726.39	459,139.21	1,615,088.00	1,155,948.79	28.4
<u>MATERIALS AND SUPPLIES</u>					
51-82-24 UTILITY BILLS - POSTAGE/EQUIP.	803.40	2,273.21	11,000.00	8,726.79	20.7
51-82-47 CAN PURCHASE	10,439.00	15,614.00	27,000.00	11,386.00	57.8
51-82-60 TRAVEL AND EDUCATION	.00	.00	1,500.00	1,500.00	.0
51-82-61 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS AND SUPPLIES	11,242.40	17,887.21	40,500.00	22,612.79	44.2
<u>WASTE - OTHER EXPENSES</u>					
51-84-05 SEWER IMPACT FEE PROJECTS	144,924.02	144,924.02	400,000.00	255,075.98	36.2
51-84-20 RISK MANAGEMENT	(180.01)	8,205.92	10,000.00	1,794.08	82.1
51-84-30 DEPRECIATION	.00	.00	85,000.00	85,000.00	.0
51-84-35 CREDIT CARD PROCESSING FEES	909.54	2,937.00	8,100.00	5,163.00	36.3
51-84-39 AUDITOR & ACCOUNTING SUPPORT	.00	.00	6,000.00	6,000.00	.0
51-84-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
51-84-81 IT	.00	.00	4,000.00	4,000.00	.0
51-84-83 CAPITAL IMPROVEMENTS	10,644.25	10,644.25	34,732.00	24,087.75	30.7
51-84-84 BLUE STAKES	400.32	700.07	1,000.00	299.93	70.0
51-84-90 FLEET	569.53	1,118.35	8,000.00	6,881.65	14.0
TOTAL WASTE - OTHER EXPENSES	157,267.65	168,529.61	567,832.00	399,302.39	29.7
<u>TRANSFERS & CONTINGENCIES</u>					
51-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL TRANSFERS & CONTINGENCIES	.00	.00	20,000.00	20,000.00	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	322,236.44	645,556.03	2,243,420.00	1,597,863.97	28.8
NET REVENUE OVER EXPENDITURES	(120,695.13)	(86,915.59)	.00	86,915.59	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

WATER FUND

ASSETS

55-1190	CASH-ALLOCATION FROM GEN. FUND	2,155,111.56	
55-1311	WATER ACCOUNTS RECEIVABLE	136,015.86	
55-1312	ALLOWANCE FOR BAD DEBTS	(3,000.00)	
55-1502	DEFERRED OUTFLOWS - PENSION	27,327.00	
	TOTAL CURRENT ASSETS		2,315,454.42

PROPERTY AND EQUIPMENT

55-1601	WATER RIGHTS	88,000.00	
55-1611	LAND	55,500.00	
55-1621	BUILDINGS	60,000.00	
55-1631	IMPROVEMST.OTHER THAN BLDGS.	4,980,300.89	
55-1651	MACHINERY & EQUIPMENT	199,637.07	
55-1690	ACCUMULATED DEPRECIATION	(1,325,844.60)	
	TOTAL PROPERTY AND EQUIPMENT		4,057,593.36
	TOTAL ASSETS		6,373,047.78

LIABILITIES AND EQUITY

LIABILITIES

55-2131	ACCOUNTS PAYABLE	111,996.87	
55-2140	CUSTOMER DEPOSITS PAYABLE	135,297.28	
55-2141	COMPENSATED ABSENCES PAYABLE	26,330.90	
55-2201	NET PENSION LIABILITY	9,083.00	
55-2202	DEFERRED INFLOWS - PENSION	44,005.00	
55-2250	WAGES PAYABLE	5,977.87	
	TOTAL LIABILITIES		332,690.92

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
55-2980	BEGINNING OF YEAR	5,565,365.07	
55-2995	RESTRICTED - WATER IMPACT FEES	388,134.24	
	REVENUE OVER EXPENDITURES - YTD	86,857.55	
	BALANCE - CURRENT DATE	6,040,356.86	
	TOTAL FUND EQUITY		6,040,356.86
	TOTAL LIABILITIES AND EQUITY		6,373,047.78

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
55-37-11 METERED WATER SALES	67,608.20	207,895.17	800,000.00	592,104.83	26.0
55-37-13 SECONDARY WATER SALES	71,488.29	213,510.69	820,000.00	606,489.31	26.0
55-37-14 CONNECTION FEES - WATER	5,950.00	11,200.00	11,500.00	300.00	97.4
55-37-17 PENALTIES	.00	.00	10,000.00	10,000.00	.0
TOTAL OPERATING REVENUE	145,046.49	432,605.86	1,641,500.00	1,208,894.14	26.4
<u>OTHER FINANCING SOURCES</u>					
55-38-05 WATER IMPACT FEES	18,904.00	33,360.00	36,696.00	3,336.00	90.9
55-38-80 INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
55-38-95 FUND RESERVES	.00	.00	386,428.00	386,428.00	.0
55-38-96 WATER IMPACT FEE BALANCE	.00	.00	176,779.00	176,779.00	.0
55-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL OTHER FINANCING SOURCES	18,904.00	33,360.00	639,903.00	606,543.00	5.2
TOTAL FUND REVENUE	163,950.49	465,965.86	2,281,403.00	1,815,437.14	20.4

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
55-81-11 SALARIES AND WAGES	16,629.93	59,234.09	250,247.00	191,012.91	23.7
55-81-13 BENEFITS AND BONUS	3,856.50	25,280.26	150,880.00	125,599.74	16.8
55-81-15 ON CALL PAY	112.00	330.00	1,700.00	1,370.00	19.4
55-81-20 OVERTIME	.00	.00	4,000.00	4,000.00	.0
55-81-28 WELLS & WATER TANK POWER	489.55	1,068.74	11,500.00	10,431.26	9.3
55-81-35 HOOPER WATER DISTRICT	80.00	80.00	1,500.00	1,420.00	5.3
55-81-41 WATER MAINTENANCE	1,678.28	3,707.55	18,000.00	14,292.45	20.6
55-81-42 WATER SAMPLE TESTING	501.00	1,061.00	5,000.00	3,939.00	21.2
55-81-43 SECONDARY WATER	71,398.48	206,982.29	770,000.00	563,017.71	26.9
55-81-45 REGISTRATION & OTHER EXPENSES	.00	.00	1,000.00	1,000.00	.0
55-81-60 TRAVEL AND EDUCATION	.00	.00	4,140.00	4,140.00	.0
55-81-63 IT SUPPORT & CONTRACTS	399.75	10,708.95	24,000.00	13,291.05	44.6
TOTAL PRIMARY OPERATING EXPENSES	95,145.49	308,452.88	1,241,967.00	933,514.12	24.8
<u>WATER - MATERIALS AND SUPPLIES</u>					
55-82-24 UTILITY BILLS - POSTAGE/EQUIP	803.39	2,793.21	8,250.00	5,456.79	33.9
55-82-47 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	750.00	750.00	.0
55-82-50 WATER METERS	.00	.00	115,000.00	115,000.00	.0
TOTAL WATER - MATERIALS AND SUPPLIES	803.39	2,793.21	124,000.00	121,206.79	2.3
<u>WATER - OTHER EXPENSES</u>					
55-84-05 WATER SYSTEM IMPACT FEE PROJ.	.00	.00	408,429.00	408,429.00	.0
55-84-20 RISK MANAGEMENT	(168.01)	7,658.86	10,000.00	2,341.14	76.6
55-84-30 DEPRECIATION	.00	.00	80,000.00	80,000.00	.0
55-84-33 CAPITAL PROJECTS & EXPENDITURE	1,285.00	4,810.00	119,087.00	114,277.00	4.0
55-84-35 CREDIT CARD PROCESSING FEES	973.00	3,141.92	8,800.00	5,658.08	35.7
55-84-38 AUDITOR & ACCOUNTING SUPPORT	.00	.00	6,000.00	6,000.00	.0
55-84-40 WATER PURCHASE - WEBER BASIN	.00	50,000.00	213,620.00	163,620.00	23.4
55-84-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
55-84-82 BLUE STAKES	294.31	294.31	1,500.00	1,205.69	19.6
55-84-83 IT	.00	.00	2,000.00	2,000.00	.0
55-84-85 ENGINEERING STUDIES & PLANNING	.00	.00	20,000.00	20,000.00	.0
55-84-90 FLEET	996.68	1,957.13	15,000.00	13,042.87	13.1
TOTAL WATER - OTHER EXPENSES	3,380.98	67,862.22	895,436.00	827,573.78	7.6
<u>TRANSFERS & CONTINGENCIES</u>					
55-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL TRANSFERS & CONTINGENCIES	.00	.00	20,000.00	20,000.00	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	99,329.86	379,108.31	2,281,403.00	1,902,294.69	16.6
NET REVENUE OVER EXPENDITURES	64,620.63	86,857.55	.00	(86,857.55)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

STORM WATER UTILITY FUND

ASSETS

58-1190	CASH-ALLOCATION FROM GEN. FUND	2,077,849.73	
58-1311	STORM WATER ACCTS. RECEIVABLE	17,832.90	
58-1312	ALLOWANCE FOR BAD DEBTS	(100.00)	
58-1411	DUE FROM OTHER GOVERNMENT	11,275.76	
58-1502	DEFERRED OUTFLOWS - PENSION	11,483.00	
TOTAL CURRENT ASSETS			2,118,341.39

PROPERTY AND EQUIPMENT

58-1611	LAND	102,540.00	
58-1631	IMPROVEMST. OTHER THAN BLDGS.	5,908,150.38	
58-1651	MACHINERY AND EQUIPMENT	87,509.84	
58-1690	ACCUMULATED DEPRECIATION	(1,013,572.95)	
TOTAL PROPERTY AND EQUIPMENT			5,084,627.27
TOTAL ASSETS			7,202,968.66

LIABILITIES AND EQUITY

LIABILITIES

58-2131	ACCOUNTS PAYABLE	1,954.64	
58-2141	COMPENSATED ABSENCES PAYABLE	11,023.47	
58-2201	NET PENSION LIABILITY	13,273.00	
58-2202	DEFERRED INFLOWS - PENSION	13,831.00	
58-2250	WAGES PAYABLE	2,306.84	
TOTAL LIABILITIES			42,388.95

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
58-2980	BEGINNING OF YEAR	6,006,166.12	
58-2995	RESTRICTED-STORM WTR IMPT FEES	1,122,438.30	
	REVENUE OVER EXPENDITURES - YTD	31,975.29	
BALANCE - CURRENT DATE		7,160,579.71	
TOTAL FUND EQUITY			7,160,579.71
TOTAL LIABILITIES AND EQUITY			7,202,968.66

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

STORM WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
58-37-11 STORM SYS. MAINT. & CONST. FEE	16,336.53	48,892.89	185,000.00	136,107.11	26.4
58-37-17 PENALTIES	.00	.00	1,000.00	1,000.00	.0
58-37-90 FUND BALANCE	.00	.00	159,100.00	159,100.00	.0
58-37-91 STORM WATER IMPACT FEE BALANCE	.00	.00	13,937.00	13,937.00	.0
TOTAL OPERATING REVENUE	16,336.53	48,892.89	359,037.00	310,144.11	13.6
<u>OTHER FINANCING SOURCES</u>					
58-38-05 STORM WATER IMPACT FEES	1,387.32	29,343.92	105,100.00	75,756.08	27.9
58-38-70 INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
58-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL OTHER FINANCING SOURCES	1,387.32	29,343.92	145,100.00	115,756.08	20.2
TOTAL FUND REVENUE	17,723.85	78,236.81	504,137.00	425,900.19	15.5

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

STORM WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
58-81-11 SALARIES AND WAGES	6,546.64	23,207.78	78,350.00	55,142.22	29.6
58-81-13 BENEFITS	1,538.81	9,981.83	44,991.00	35,009.17	22.2
58-81-27 STORM SYS. MAINT. & REPAIR	1,130.21	2,397.24	11,000.00	8,602.76	21.8
58-81-28 CONSTRUCTION	.00	.00	10,000.00	10,000.00	.0
58-81-34 CREDIT CARD FEES	126.91	409.80	1,100.00	690.20	37.3
58-81-40 SWEEPING & PREVENTATIVE CARE	.00	.00	12,000.00	12,000.00	.0
58-81-42 STRM SYS MAINT & PHS II COMP.	250.00	250.00	2,500.00	2,250.00	10.0
58-81-43 SECONDARY WATER	.00	.00	5,000.00	5,000.00	.0
TOTAL PRIMARY OPERATING EXPENSES	9,592.57	36,246.65	164,941.00	128,694.35	22.0
<u>STORM WTR UTILITY - OTHER EXP.</u>					
58-84-05 STORM SYSTEM IMPACT FEE PROJ.	6,000.00	6,000.00	119,037.00	113,037.00	5.0
58-84-20 RISK MANAGEMENT	(60.02)	2,735.28	3,500.00	764.72	78.2
58-84-30 DEPRECIATION	.00	.00	64,000.00	64,000.00	.0
58-84-38 AUDITOR & ACCOUNTING SUPPORT	.00	.00	1,500.00	1,500.00	.0
58-84-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
58-84-83 CAPITAL PROJECTS	.00	1,000.00	117,659.00	116,659.00	.9
58-84-90 FLEET EXPENSE	142.38	279.59	2,500.00	2,220.41	11.2
TOTAL STORM WTR UTILITY - OTHER EXP.	6,082.36	10,014.87	319,196.00	309,181.13	3.1
<u>DEPARTMENT 90</u>					
58-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL DEPARTMENT 90	.00	.00	20,000.00	20,000.00	.0
TOTAL FUND EXPENDITURES	15,674.93	46,261.52	504,137.00	457,875.48	9.2
NET REVENUE OVER EXPENDITURES	2,048.92	31,975.29	.00	(31,975.29)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

DEBT SERVICE

ASSETS

70-1190	CASH ALLOCATION TO OTHER FUNDS	10,866.11	
	TOTAL CURRENT ASSETS		10,866.11
	TOTAL ASSETS		10,866.11

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
70-2980	UNASSIGNED FUNDS	1,267.81	
70-2990	RESTRICTED FOR DEBT SERVICE	116,653.00	
	REVENUE OVER EXPENDITURES - YTD	(107,054.70)	
	BALANCE - CURRENT DATE	10,866.11	
	TOTAL FUND EQUITY		10,866.11
	TOTAL LIABILITIES AND EQUITY		10,866.11

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS AND CONTRIBUTIONS</u>					
70-39-20 GENERAL FUND TRANSFER	.00	.00	107,055.00	107,055.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	107,055.00	107,055.00	.0
TOTAL FUND REVENUE	.00	.00	107,055.00	107,055.00	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUNDING USES</u>					
70-84-10 DEBT SERVICE - CITY HALL	.00	106,000.00	106,000.00	.00	100.0
70-84-15 INTEREST ON BONDS	.00	1,054.70	1,055.00	.30	100.0
TOTAL FUNDING USES	.00	107,054.70	107,055.00	.30	100.0
TOTAL FUND EXPENDITURES	.00	107,054.70	107,055.00	.30	100.0
NET REVENUE OVER EXPENDITURES	.00	(107,054.70)	.00	107,054.70	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

CDRA FUND

ASSETS

85-1190	CASH ALLOCATION TO OTHER FUNDS	45,728.39	
85-1361	PROPERTY TAXES DEFERRED	13,701.00	
	TOTAL CURRENT ASSETS		59,429.39
	TOTAL ASSETS		59,429.39

LIABILITIES AND EQUITY

LIABILITIES

85-2275	DEFERRED REVENUE	13,701.00	
	TOTAL LIABILITIES		13,701.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
85-2980	UNASSIGNED FUNDS	45,728.39	
	BALANCE - CURRENT DATE	45,728.39	
	TOTAL FUND EQUITY		45,728.39
	TOTAL LIABILITIES AND EQUITY		59,429.39

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

CDRA FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
85-31-10 PROPERTY TAX INCREMENT	.00	.00	140,000.00	140,000.00	.0
TOTAL REVENUE	.00	.00	140,000.00	140,000.00	.0
TOTAL FUND REVENUE	.00	.00	140,000.00	140,000.00	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2021

CDRA FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
85-44-65 LONG-TERM DEBT EXPENSE	.00	.00	115,000.00	115,000.00	.0
TOTAL EXPENDITURES	.00	.00	115,000.00	115,000.00	.0
<u>DEPARTMENT 84</u>					
85-84-15 INTEREST EXPENSE	.00	.00	25,000.00	25,000.00	.0
TOTAL DEPARTMENT 84	.00	.00	25,000.00	25,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	140,000.00	140,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

GENERAL FIXED ASSETS

ASSETS

PROPERTY AND EQUIPMENT

91-1611	LAND	3,924,789.85	
91-1612	INFRASTRUTURE	26,299,270.32	
91-1621	BUILDINGS	2,163,653.16	
91-1631	IMPROVMNTS OTHER THAN BLDGS.	2,583,593.67	
91-1641	OFFICE FURNITURE AND EQUIPMENT	72,662.97	
91-1651	MACHINERY AND EQUIPMENT	628,791.75	
91-1661	AUTOMOBILES AND TRUCKS	926,647.50	
91-1711	CONSTRUCTION WORK IN PROGRESS	123,967.73	
91-1750	ACCUMULATED DEPRECIATION	(6,926,711.53)	
TOTAL PROPERTY AND EQUIPMENT			29,796,665.42
TOTAL ASSETS			29,796,665.42

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
91-2980	BEGINNING OF YEAR	29,796,665.42	
BALANCE - CURRENT DATE		29,796,665.42	
TOTAL FUND EQUITY			29,796,665.42
TOTAL LIABILITIES AND EQUITY			29,796,665.42

WEST POINT CITY CORPORATION
BALANCE SHEET
SEPTEMBER 30, 2021

FUND 92

ASSETS

92-1502	DEFERRED OUTFLOWS OF RESOURCES	93,311.00	
	TOTAL CURRENT ASSETS		93,311.00
	TOTAL ASSETS		93,311.00

LIABILITIES AND EQUITY

LIABILITIES

92-2000	LONG TERM DEBT ACCOUNT GROUP	723,000.00	
92-2141	COMPENSATED ABCSCENCES PAYABLE	84,013.05	
92-2201	NET PENSION LIABILITY	3,104.00	
92-2202	DEFERRED INFLOWS OF RESOURCES	192,040.00	
92-2551	ACCRUED INTEREST PAYABLE	2,901.00	
	TOTAL LIABILITIES		1,005,058.05

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
92-2980	AMT TO BE PROVIDED FOR LT DEBT	(1,399,870.36)	
	REVENUE OVER EXPENDITURES - YTD	488,123.31	
	BALANCE - CURRENT DATE	(911,747.05)	
	TOTAL FUND EQUITY		(911,747.05)
	TOTAL LIABILITIES AND EQUITY		93,311.00

CITY COUNCIL STAFF REPORT



Subject: Construction Materials Standards

Author: Boyd Davis

Department: Engineering

Meeting Date: December 7, 2021

Background

During a recent pre-construction meeting for the Bluff View Subdivision, the contractor made a request to allow an alternative type of pipe for the storm drain system because of supply chain issues with concrete pipe, which is our standard. This is a common problem that we have heard from several contractors, including the contractors on the West Davis Highway Project. We would like to have a discussion and get input from the City Council on the issue.

Analysis

Our current standard for storm drain pipes is Reinforced Concrete Pipe (RCP). For several reasons we believe this pipe is superior to other materials and should remain as our standard. However, we have used other types of pipe in small applications. In the case of the Bluff View Subdivision, the contractor has asked to use ADS pipe, which is a brand name of a certain type of High Density Polyethylene Pipe (HDPE), which is essentially plastic pipe. This type of pipe is commonly used for storm drain applications, in fact UDOT uses it as their standard in many applications.

We do have some ADS pipe in the City and have had mixed results when using it. One concern is that it can actually float in locations where the ground water is too high. This type of pipe must also be installed in a very specific way and have proper compaction in order to function properly. If installed correctly it can function just as well as other types of pipe. RCP is our preferred type of pipe because it is much more forgiving, even if there are installation issues.

The Bluff View Subdivision Phases 1, 1A, & 1B have private roads and utilities, with exception of the water lines. If the contractor is allowed to use ADS pipe, the development will be responsible for any future issues, which may give some level of comfort if the City allows it in this case.

Recommendation

No action required, this is for discussion only.

Significant Impacts

None

Attachments

None

CITY COUNCIL STAFF REPORT

Subject: Discussion of Amendment to Development Agreement in the Wildfire Estates Subdivision
Author: Bryn MacDonald
Department: Community Development
Meeting Date: December 7, 2021



Background

Mark Sandberg, who represents Wildfire Estates, LLC, is seeking to amend the approved development agreement for Wildfire Estates. The development agreement was approved by the City Council in November 2018. This development is located at approximately 50 South and 4500 West.

Analysis

The approved development agreement for Wildfire Estates states that the developer shall construct the “landscaped entrance feature at locations shown on Exhibit C”. The exhibit shows an entrance monument being constructed on the north and south sides of the main street (40 South). The developer is asking to amend the agreement and only install the monument sign on the north side of the street. They will enhance the landscaping on the south side in lieu of installing the monument sign.

Recommendation

This item is on for discussion only. No action is required at this time.

Significant Impacts

N/A

Attachments

Development Agreement Exhibit C

EXHIBIT C



WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL September 7th, 2021

Mayor
Erik Craythorne
City Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd
City Manager
Kyle Laws

Administrative Session 6:30 PM

Minutes for the West Point City Council Administrative Session on September, 2021 at 6:30 PM with Mayor Erik Craythorne presiding. This meeting was held at West Point City Hall and also electronically via Zoom. Zoom meeting was accessible to attendees by entering Meeting ID #896 5111 1980 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Annette Judd, Council Member Kent Henderson, Council Member Andy Dawson, and Council Member Gary Petersen

EXCUSED: Council Member Jerry Chatterton

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Brian Vincent. No sign-in required for online attendees.

1. **Discussion Regarding Cemetery Regulations – Ms. Casey Arnold and Mr. Paul Rochell**

Ms. Arnold stated that over the past few years, there has been a notable increase in the amount of decorations and items being placed on burial spaces that are in violation of the current cemetery ordinances, or are of the type that are not currently addressed but are still interfering with landscape maintenance, intruding onto other plot spaces, and/or are quickly becoming unsightly and turning into trash. With that, Staff felt that it would be a good idea to review the City's current ordinances to see what could be better enforced and what could possibly be added to help reduce these kinds of problems. During that review, there were some other areas in the cemetery code that Staff would like to update as well, and also rearrange how the sections are organized.

The proposed amendments to the code are related to four different areas:

- Code Structure
- Cemetery Etiquette
- Interment Requirements & Regulations
- Decoration & Maintenance of Graves

Code Structure

In regards to the code structure, Ms. Arnold explained that the existing sections still reference ones that have been repealed, and there are others that could be combined, relocated, and/or re-titled in order to create a more organized layout where information can be easily found. The following is a table of the current code sections and proposed new sections:

<u>Current</u>	<u>Proposed</u>
12.15.010 Definitions.	<u>12.15.010 Definitions</u>
12.15.020 Cemetery name.	<u>12.15.020 Cemetery Name</u>
12.15.030 <i>Repealed.</i>	<u>12.15.030 Cemetery Hours</u>
12.15.040 Duties of city manager.	<u>12.15.040 General Cemetery Etiquette</u>
12.15.050 Interments.	<u>12.15.050 Duties of City Manager</u>
12.15.060 Disinterment.	<u>12.15.060 Fees & Charges</u>
12.15.070 Sale of burial rights.	<u>12.15.070 Capital Improvement Fund</u>
12.15.080 <i>Repealed.</i>	<u>12.15.080 Regulations Governing Access & Conduct</u>
12.15.090 Capital improvement fund.	<u>12.15.090 Sale of Burial Rights</u>
12.15.100 Monuments and markers.	<u>12.15.100 Interments</u>
12.15.110 Decoration of graves.	<u>12.15.110 Disinterment</u>
12.15.120 Cemetery hours.	<u>12.15.120 Monuments & Markers</u>

12.15.130 Traffic and safety regulations. 12.15.140 Defacement or littering of cemetery. 12.15.150 Animals in cemetery. 12.15.160 Erecting of fences, or copings, or planting of trees, hedges, etc., prohibited. 12.15.170 Fees and charges.	<u>12.15.130</u> <u>Decoration and Maintenance of Graves</u>
---	---

Ms. Arnold noted that no sections were actually removed, besides those that have already been appealed, but just relocated or reorganized.

Cemetery Etiquette

In researching other surrounding cemetery codes, both public and private, many contained a section regarding a sort of code of conduct or acceptable behavior, and Staff would like to include a similar language in the City's code as well. While some of the language is already included in other sections of the code, the hope is that adding a sort of "overview" of acceptable behavior will reiterate how we want our cemetery to be treated. The proposed new section would be titled "General Cemetery Etiquette" and contain the following language:

12.15.040: General Cemetery Etiquette

All visitors shall follow all rules and regulations herein in and strive to assist in West Point City's goal of operating and maintaining a cemetery that is beautiful, dignified, and an appropriate final resting place for loved ones. Visitors are encouraged and expected to show proper respect for both the living and those interred by adhering to the following general guidelines:

- A. Do not touch any monuments or gravestones without permission and do not remove any decorations or objects placed thereupon.*
- B. Children are encouraged to visit the cemetery, but parents are advised to keep them nearby and not to let them play on any of the monuments. Teaching children to have respect for any cemetery is encouraged. While it is an important open space, a cemetery is not a playground and should not be treated as such.*
- C. If a funeral is occurring, consider visiting at another time. Never block or impede funeral processions.*
- D. Always strive to be respectful by keeping voices low and avoiding bad language; people may be within earshot seeking solace. Do not talk on a cell phone, as voices tend to carry in open spaces.*
- E. No loud music shall be played, including while driving or parking in the Cemetery.*
- F. Do not leave trash or other such items behind. Litter shows disrespect to those who come to visit the cemetery as well as to the cemetery officials striving to maintain the cleanliness of the cemetery.*
- G. Dogs and other pets are prohibited.*
- H. Report incidents of vandalism or theft to the police or to the cemetery administrator.*
- I. When visiting the cemetery by car, follow the roadways, watch out for pedestrians and people who may not be paying attention, drive slowly, and remain off the grass. If the lane is narrow and another car approaches, offer to move your car until they can get through.*
- J. As a general rule, it is best not to approach strangers, as they may prefer to be left alone within the peace of their surroundings; of course, it is perfectly acceptable to offer help to anyone who is seemingly in need.*

Interment Requirements & Regulations

In regards to interment regulations and requirements, Ms. Arnold stated that the current code requires that all caskets and urns to be interred are to be placed in a vault made of concrete, stone, or metal. Staff proposes that language be added to clarify that a metal vault must be made of 12-gauge metal or heavier. Staff also proposes adding language that infant caskets and urns may also be placed in vaults made of reinforced polyethylene material, which is considered to be just as strong and becoming more commonly used. Additionally, Staff proposes adding language that cremated remains that are placed in urns that are made of any of these materials and can be sealed not be required to be placed in a vault. With advances in how urns are made and in order to save on costs, it seems that people are moving away from traditional urns and instead opting for ones that can be sealed and are non-degradable, and so do not need to be protected by a cement vault. The proposed revisions also clarify the size of each plot and the vault size restrictions for easier reference. Ms. Arnold confirmed for Council Member Henderson that the code does already include language that allows for exceptions to these requirements as approved by the City Manager, and that would continue to be the case.

Decoration & Maintenance of Graves

Ms. Arnold stated that this topic was the main focus of Staff when reviewing the current code, because of how some headstones are currently being decorated and some of the items being placed and/or left on plots. Again, while the current cemetery code does have general restrictions in regards to decorations types, height, placement, etc., Staff proposes adding additional language and restrictions, applicable at all times, to clearly state what is and what is not permitted, where items can and cannot be placed in relation to the headstone or marker, how long certain items can be at the site before they must be removed/discarded, and reiterate that cemetery officials can remove items that are in violation or interfere with landscape maintenance at their discretion and without notice. These restrictions include things like shepherd's hooks must be placed within 2 inches of the mow strip and are limited to two per space, that in no case shall any decorations encroach on other plot space and must be placed within 2 inches of the mowstrip (except for the two weeks following an interment), balloons must be removed after 48 hours, any food items (such as a birthday cake or bag of candy must be removed within 48 hours, and so on.

Ms. Arnold stated that Staff is also proposing the addition of a designated "mowing season", which is something that is not in the current City code, but is found in almost every other cemetery code that was researched. This proposed mowing season would be defined as the time between April 1st and October 1st of each year, during which additional restrictions would be in place. During this time, no decorations (including solar lights) would be allowed to be placed anywhere upon or outside of the mowstrip (excluding shepherd's hooks) and that no items may be placed on any secondary markers. Additionally, no fragile items shall be placed, even if they are on the actual headstone and not the mow strip. Should there be any item or decorations in violation, or if they interfere with landscape or maintenance, they may be removed and discarded by cemetery officials without notice. Further, the City will not be liable for damage to any such items. The Council discussed whether the code should state that these items *will* be removed if they are in violation, regardless of whether they interfere with landscape maintenance, or only that they *may* be removed if they *do* interfere. Council Member Dawson was especially in favor of not making the language "absolute" in that all items in violation will be removed no matter what, but rather that while these restrictions are in place, they can be removed without notice if they actually do interfere with landscape maintenance. The Council agreed with that.

Ms. Arnold noted that the proposed language does include an exception to the mowing season restrictions for the two weeks following an interment. Mr. Laws inquired as to whether there should also be an exception for the Memorial Day holiday, which occurs during the mowing season. The Council agreed with allowing an exception for the week before and week after Memorial Day wherein items can be placed on the mowstrip and upon the secondary markers.

Several pictures were then shown to the Council of current headstones in the cemetery that evidence why Staff would like to have clear and enforceable standards in the City's cemetery code. The pictures include examples of how far from the mowstrip decorations and items are being placed, with some extending around the entire burial space, and the difficulty they cause in trying to properly landscape and maintain the surrounding area. Ms. Arnold reiterated that no solar lights would be allowed at all during the mowing season, simply because of how easily they break and fall off the stakes when cemetery crews are trying to landscape around them. Mayor Craythorne commented that he witnessed a situation where a family was arguing about which other family member had 'purposely' broken the solar lights and agreed that this was a good restriction. Ms. Arnold added that solar lights would still be allowed outside of the mowing season, but must be placed within 2 inches of the mowstrip. She also confirmed for the Council that a complete cemetery cleaning would still continue to take place on the first Thursday in May and October.

Council Member Petersen inquired as to how families and/or loved ones are informed about the City's cemetery code. Ms. Arnold stated that she gives out an informational packet that highlights some of the major items (such as cemetery fees, headstone size requirements, etc.) and also includes the complete code. She and Mr. Rochell also suggested that a permanent sign could be placed at the cemetery that points out some of the major restrictions and prohibited items. Council Member Dawson suggested placing a QR code on the sign that takes visitors to the full code online. The Council agreed with that, and also placing temporary signs for the next few months to help publicize the newly revised code (once approved by the Council).

The Council set a public hearing for the next meeting on September 21st, after which they could consider final approval of the proposed revisions.

2. Other Items

No other items were discussed.

The Administrative Session adjourned.



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL September 7th, 2021

Mayor
Erik Craythorne
City Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd
City Manager
Kyle Laws

General Session

7:00 PM

Minutes for the West Point City Council General Session held on September 7, 2021 at 7:00 PM with Mayor Erik Craythorne presiding. This meeting was held at West Point City Hall and also electronically via Zoom. Zoom meeting was accessible to attendees by entering Meeting ID #896 5111 1980 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Annette Judd, Council Member Kent Henderson, Council Member Gary Petersen, and Council Member Andy Dawson

EXCUSED: Council Member Jerry Chatterton

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

VISITORS PRESENT: Brian Vincent, Angelina Orton, and Jacob Orton
No sign-in required for online attendees.

1. **Call to Order** – Mayor Craythorne welcomed those attending the meeting.
2. **Pledge of Allegiance**
3. **Prayer** – Given by Mayor Craythorne
4. **Communications and Disclosures from City Council and Mayor**

Council Member Henderson – none

Council Member Petersen – none

Council Member Dawson – none

Council Member Judd – none

Mayor Craythorne – none

5. **Communications from Staff**

Mr. Laws stated that there is a National Day of Service event being held this year on September 11th, which is this coming Saturday. One of the service opportunities included in this event is a project at the Loy Blake Park spreading a new load of woodchips at the playground. There are many other projects and service opportunities available locally, including blood drives, food drives, a 5K, and so on. He encouraged residents to attend and was hopeful that there would be a good turnout of volunteers to help. All of the information on these and other events can be found at www.serve911.org.

6. **Citizen Comment**

Joelle Caruso – 457 N 3650 W: Ms. Caruso stated that over the last several City Council and Planning Commission meetings, several developments have been presented by developers looking to either annex into West Point or have their property rezoned in order to allow for higher density. She has noticed that “they are really trying to give us a quality development that has tons of additional open space, trees, trails, paths, playgrounds, and they don’t look all crammed into every usable space.”

She added that while there are some wetland issues they have to deal with, “they still have a very thoughtful approach to their developments [and] want to make sure that people that move into their development can enjoy living there.” However, Ms. Caruso stated that there is then the Bluffview Subdivision, which she feels is “one of the worst subdivisions proposed in our City and they have crammed the houses in, just like the Sandy Point Townhomes.” Further, she stated that the “worst part is that it is being developed by one of our very own Planning Commissioners.” She feels that there is horrible access with only two roads in and out of the development that has 200+ townhomes, and there is hardly any open space and minimal parking. The development is “a nightmare and we will all suffer as a community because of it...” [She] is appalled that the development that is from one of our own Commissioners is so poorly planned and laid out and it will be a burden to the school across the street, to existing residents, and the road traffic in this one city block will be ridiculous.” She feels that more should have been done to stop the development or change it before it was approved.

7. Youth Council Update – Angelina Orton, City Manager and Jacob Horton, Mayor Pro Tem

Angelina stated that with COVID restricting much of what the Youth Council was able to do over the 2020-2021 school year, they have “started out strong” this year with a lot of activities for members to come out and attend. One event the Youth Council participated in was “Illumination” that is put on by North Davis Communities that Care. Jacob explained that Illumination is an activity that is supposed to help the younger generation of our community to learn about the effects of mental illness, and things that we can do to help with our own mental welfare. Angelina stated that the Youth Council put together a booth about the effects of sleep on mental health, with the goal of informing peers how important getting enough sleep is. They used a game similar to Jeopardy to share random facts about sleep and tips on taking better care of our bodies through sleep to help strengthen our mental health. She noted that there were a lot of the new members attending the event, and it is exciting to have increased in numbers since last year.

The Council thanked Angelina and Jacob for the update and presenting themselves so well. They also thanked them for their willingness to serve their community and asked that they pass on their sincere appreciation to all of the Youth Council Members for all of the good things that they are doing.

8. Consideration of Approval of Phase 3 of the Bluff View Subdivision – Mrs. Bryn MacDonald

Mrs. MacDonald stated that the Council has discussed Phase 3 in previous meetings, and have already approved Phases 1 and 2 of the subdivision. Phase 3 is the next phase of patio homes, consisting of 6 buildings (each building having 4 attached units) for a total of 24 units. She noted that this is the last phase that can be constructed until a second access is installed. The developers will also need to obtain a storm drain easement for Phase 3, as the detention pond will be on the neighboring property owned by Schneider’s Bluff Golf Course. The easement document has been provided and will need to be accepted by the Council as part of approval of Phase 3.

Council Member Petersen inquired as to why the final plat for Phase 3 does not show the route for the future secondary access that will be installed with the next phase, because it was his understanding that the access was going to be along the east side of Phase 3. Council Member Judd had the same question, and also asked for clarification on why the final plat being shown shows the secondary access as going through the cemetery, which the Council already denied. Mrs. MacDonald stated that the secondary access will require an easement across the golf course property and not be a part of this plat. She also stated that the plat the Council is approving is just the 24 units that are part of Phase 3, which is correct on the map being shown, even though the map is a previous version of the entire development.

Mike Flood, with Nilson Homes, was in attendance at the meeting and confirmed that a second access will be required to be able to continue any farther than Phase 3, and it is still the plan to run the second access along the east side of the development on the golf course property, which Schneider’s has agreed to allow for. When the final plat for Phase 4 is submitted, the plans for that access road (or an alternative route if one is found) will also be submitted at that time. Mr. Flood wanted to note that he has only been with Nilson Homes for about four months, but understands that the second access has been a highly discussed topic and he does not want to indicate that there are other alternatives being considered, just that the plans for the second access will be submitted with Phase 4. The Council thanked Mr. Flood for his clarifications and had no further discussion.

Council Member Dawson motioned to approve the final plat for Phase 3 and to include as part of the motion acceptance of the easement with Schneider’s Bluff Golf Course for the detention pond

Council Member Henderson seconded the motion

The Council unanimously agreed

9. Consideration of Approval of Ordinance No. 09-07-2021A, Adopting an Impact Fee Facilities Plan and Impact Fee Enactment for the Storm Drain System – Mr. Boyd Davis

Mr. Davis stated that this item was discussed in length with the Council at the last meeting, and provided a brief overview of what has been presented and discussed. For the past several months, Staff has been working with consultants Gardner Engineering and Lewis Young Robertson & Burningham, Inc. on updating the impact fee facilities plans (IFFP) for the storm drainage systems, as well as an impact fee analysis for the system. The Impact Fee Facilities Plan study was prepared by Gardner Engineering, and includes a “stormwater model” of the entire City wherein projects have been identified that need to be constructed to meet future growth needs. The estimated costs of each project are also identified, as well as what percentage of each is impact fee eligible. An Impact Fee Analysis was then done (by Lewis Young Robertson & Burningham, Inc.) based upon the findings of the Impact Fee Facilities Plan and using the following methodology to calculate the appropriate impact fee:

1. The next ten years projects were taken from the Capital Facilities plan.
2. The projects were divided into impact fee eligible and non-impact fee eligible projects.
3. A value was determined for the remaining capacity in the existing system that will serve future residents. This is the buy in amount and must be the original “book value” of the improvement by state code.
4. The cost of the existing capacity was added to the cost of next ten year’s impact fee projects.
5. A credit was given for anticipated interest earnings on impact fee revenues.
6. The total cost is divided by the number of expected acres to be developed that will be supported by the projects.
7. This becomes the recommended impact fee

Mr. Davis stated that the recommended impact fee is as follows:

Existing Fee	Proposed Fee	Difference
\$4,204/acre	\$3674/acre	-13% (decrease)

Before enacting the impact fee ordinance, the State Code requirements must be followed as outlined below:

1. Publish a notice of a public hearing on the State Website.
2. Make a copy of the report available to the public.
3. Obtain a written certification from the consultant.
4. Make a copy of the ordinance available to the public.
5. Hold a public hearing.
6. Adopt the impact fee ordinance.

Mr. Davis stated that Staff recommends adoption of the Impact Fee Facilities Plan and Impact Fee Enactment of \$3,674/acre. If adopted, the fee will go into effect immediately because it is a decrease, rather than going into effect 90 days after the date the ordinance is passed in the case of a fee increase.

Mayor Craythorne opened the item for public hearing.

a. Public Hearing

No comments

Council Member Petersen motioned to close the public hearing
 Council Member Dawson seconded the motion
 The Council unanimously agreed.

b. Action

The Council had no further discussion on the item and thanked all those that were involved in this study and analysis.

Council Member Petersen motioned to approve Ordinance No. 09-07-2021A
 Council Member Judd seconded the motion

Roll Call:

Council Member Chatterton – Absent
Council Member Dawson – Aye
Council Member Petersen – Aye
Council Member Judd – Aye
Council Member Henderson – Aye

The Council unanimously agreed

10. Motion to Adjourn the General Session

Council Member Dawson motioned to adjourn
Council Member Judd seconded the motion
The Council unanimously agreed

ERIK R. CRAYTHORNE, MAYOR

December 7th, 2021

CASEY ARNOLD, CITY RECORDER

December 7th, 2021

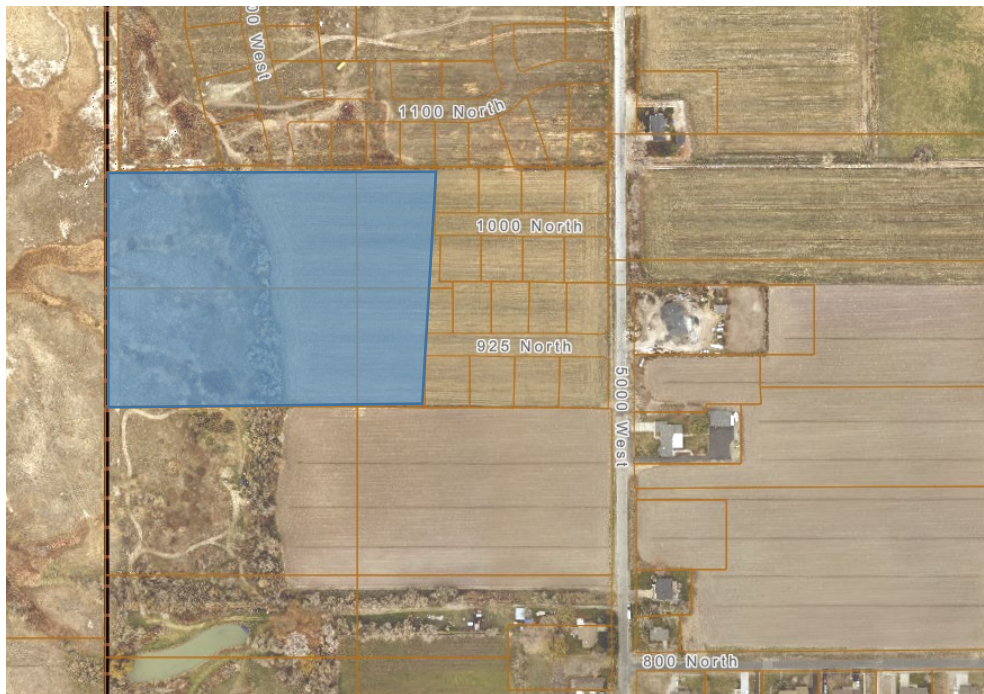
CITY COUNCIL STAFF REPORT

Subject: Discussion of Final Plat for Westlake Phase 2
Author: Bryn MacDonald
Department: Community Development
Meeting Date: December 7, 2021



Background

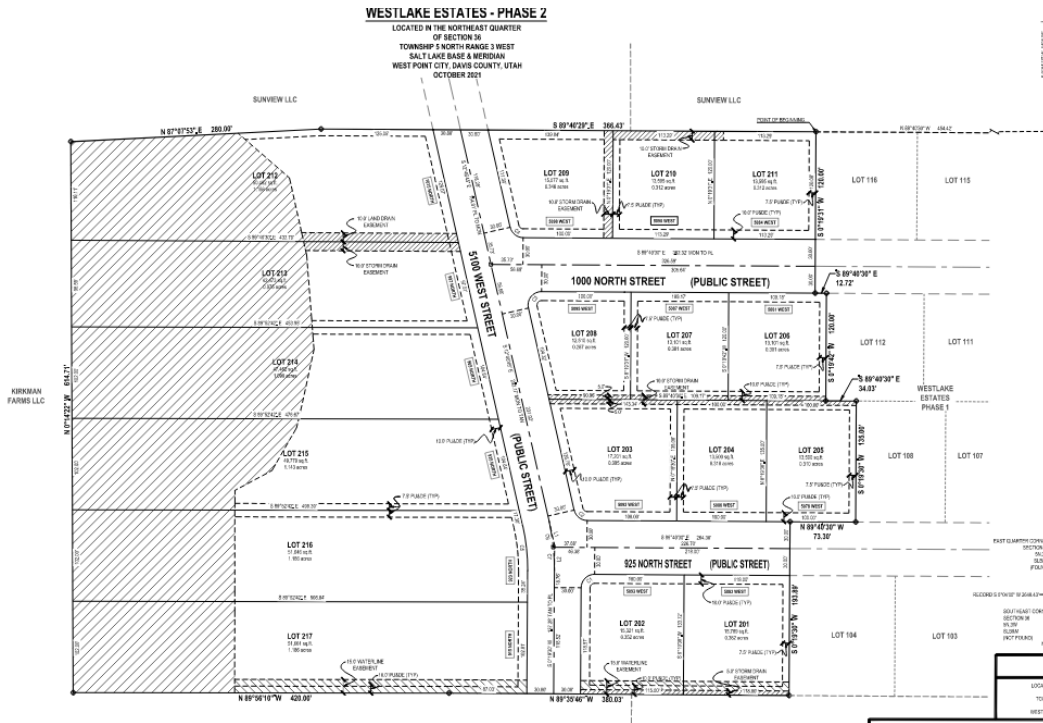
John Nelson, who represents Psion Homes, is seeking final plat approval for Westlake Phase 2. This development is located at approximately 5000 W 1000 N. The Planning Commission gave preliminary approval for the entire subdivision on March 12, 2020. The City Council approved the final plat for phase 1 on July 21, 2020. Building permits have been issued for all 16 lots in phase 1.



Analysis

The applicant is seeking final plat approval for Westlake Phase 2. This phase consists of 17 lots, ranging in size from 12,510 square feet to 1.158 acres.

Staff has reviewed the plans submitted and has provided comments back to the developer and project engineer. All of the items that are required before Final Plat have been addressed. We have received all of the approval letters.



Recommendation

Staff recommends final plat approval for Westlake Estates Phase 2.

Significant Impacts

N/A

Attachments

Plans

811

Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

WESTLAKE ESTATES

PHASE 2

1000 NORTH 5000 WEST
WEST POINT CITY, UTAH

FOR CONSTRUCTION

DATE PRINTED
November 3, 2021

INDEX OF DRAWINGS

- 1 OF 1
- PHASE 2 SUBDIVISION PLAT
- 2 OF 2
- PHASE 2 SUBDIVISION PLAT
- C-001
- GENERAL NOTES
- C-002
- OVERALL DEVELOPMENT SITE PLAN
- C-100
- SITE PLAN
- C-200
- GRADING PLAN
- C-201
- DRAINAGE PLAN
- C-300
- UTILITY PLAN
- C-400
- EROSION CONTROL PLAN
- PP-1
- 1000 NORTH STREET PLAN AND PROFILE
- PP-2
- 925 NORTH STREET PLAN AND PROFILE
- PP-3
- 5100 WEST STREET PLAN AND PROFILE
- PP-4
- 5100 WEST STREET PLAN AND PROFILE
- C-500
- DETAILS

NOTICE TO CONTRACTOR

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS OF THE U.S. DEPARTMENT OF LABOR AND THE STATE OF UTAH DEPARTMENT OF INDUSTRIAL RELATIONS CONSTRUCTION SAFETY ORDERS." THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS AND SUBCONTRACTORS COMPLIANCE WITH SAID REGULATIONS AND ORDERS.

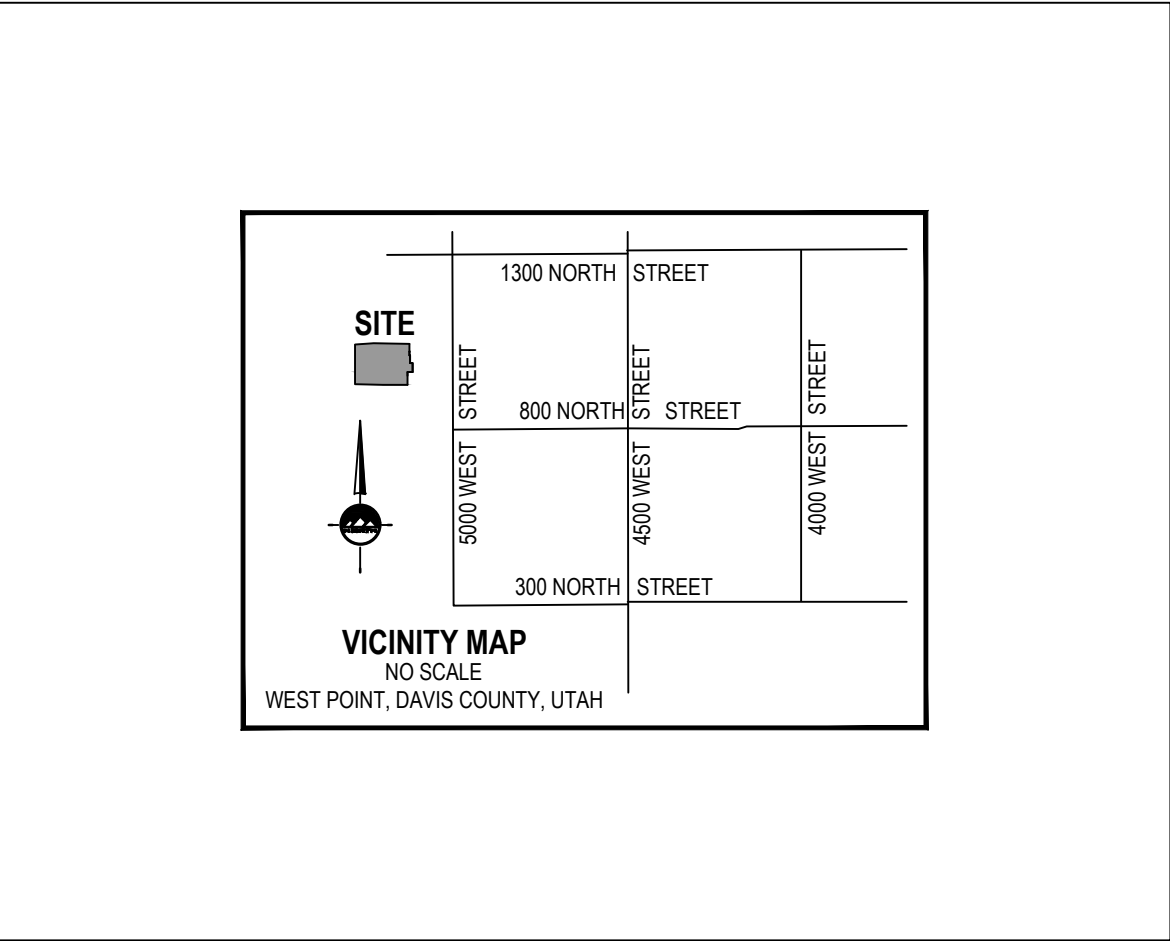
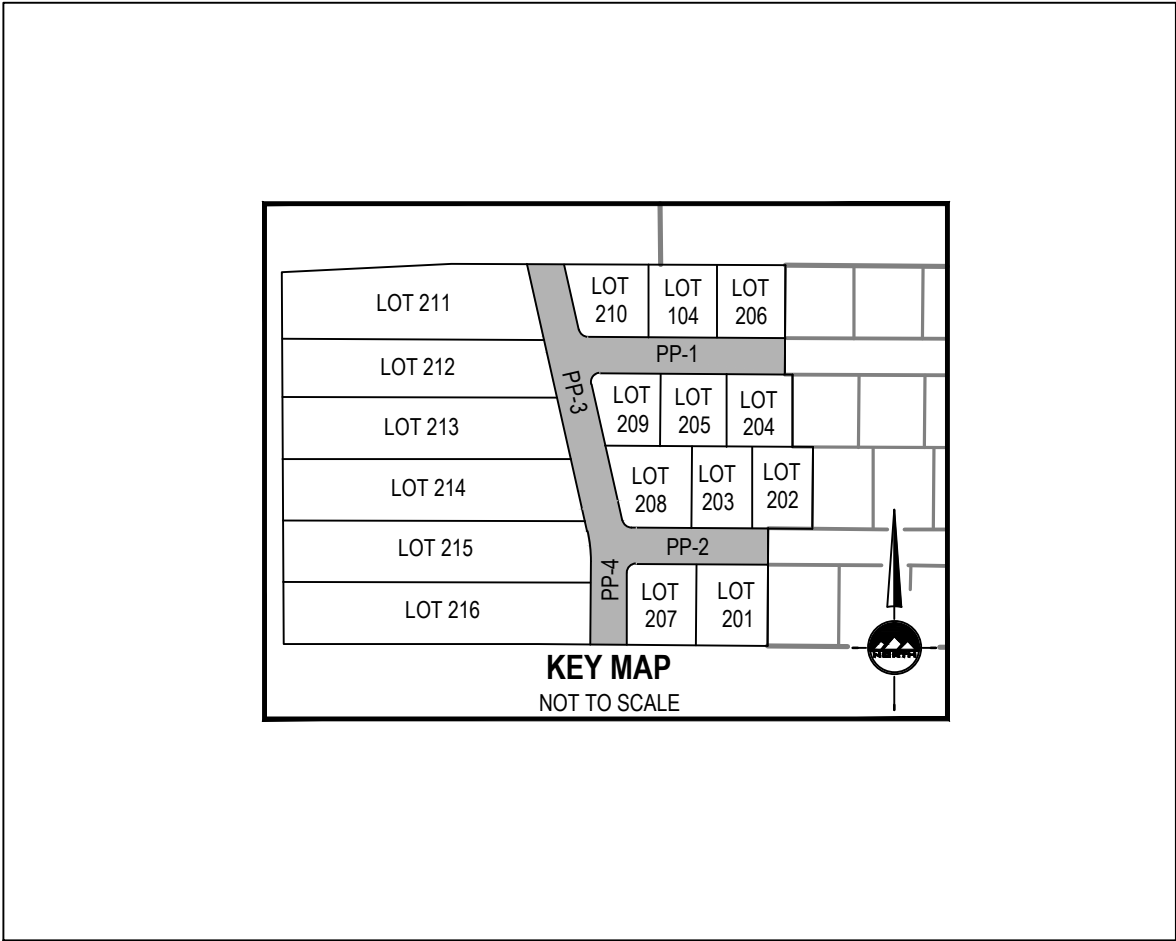
CONTRACTOR FURTHER AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB-SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY, THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE CIVIL ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

NOTICE TO DEVELOPER/ CONTRACTOR

UNAPPROVED DRAWINGS REPRESENT WORK IN PROGRESS, ARE SUBJECT TO CHANGE, AND DO NOT CONSTITUTE A FINISHED ENGINEERING PRODUCT. ANY WORK UNDERTAKEN BY DEVELOPER OR CONTRACTOR BEFORE PLANS ARE APPROVED IS UNDERTAKEN AT THE SOLE RISK OF THE DEVELOPER, INCLUDING BUT NOT LIMITED TO BIDS, ESTIMATION, FINANCING, BONDING, SITE CLEARING, GRADING, INFRASTRUCTURE CONSTRUCTION, ETC.

UTILITY DISCLAIMER

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND / OR ELEVATIONS OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.



GENERAL NOTES

1.
- ALL WORK SHALL CONFORM TO WEST POINT CITY STANDARDS & SPECIFICATIONS.
2.
- CALL BLUE STAKES AT LEAST 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES.
3.
- BENCHMARK ELEVATION = NORTH EAST CORNER OF SECTION 36 TOWNSHIP 2 NORTH, RANGE 3 WEST SALT LAKE BASE AND MERIDIAN, ELEVATION = 4229.80'

APPROVED FOR CONSTRUCTION

BY: _____ DATE: _____
CITY ENGINEER



LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.866.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
PSION HOMES

CONTACT:

PHONE:

WESTLAKE ESTATES
PHASE 2
APPROX. 1000 NORTH 5000 WEST
WEST POINT, UTAH 84015



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

COVER

PROJECT NUMBER
9564

PRINT DATE
11/3/21

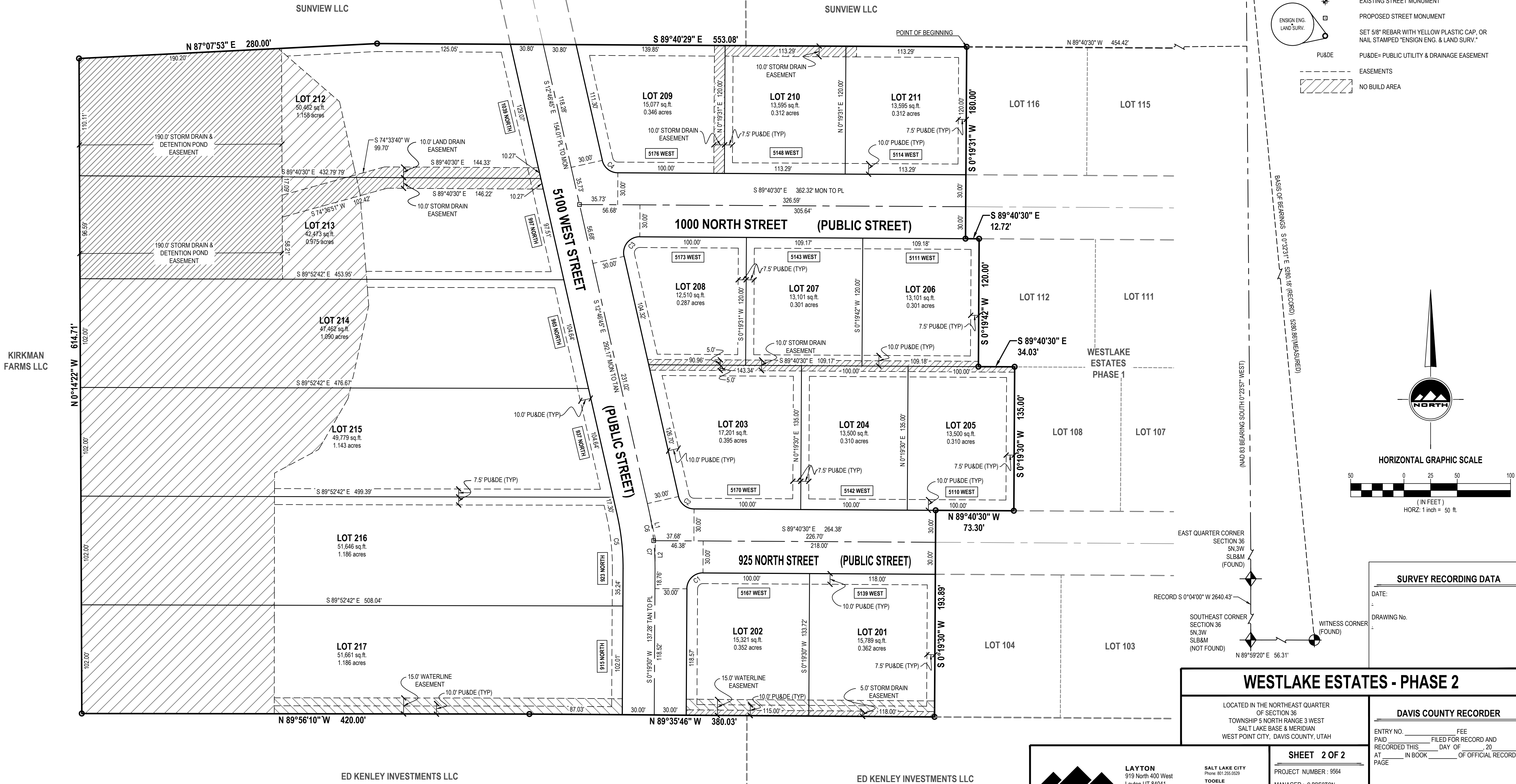
DRAWN BY
J.MOSS

CHECKED BY
C.PRESTON

PROJECT MANAGER
C. PRESTON

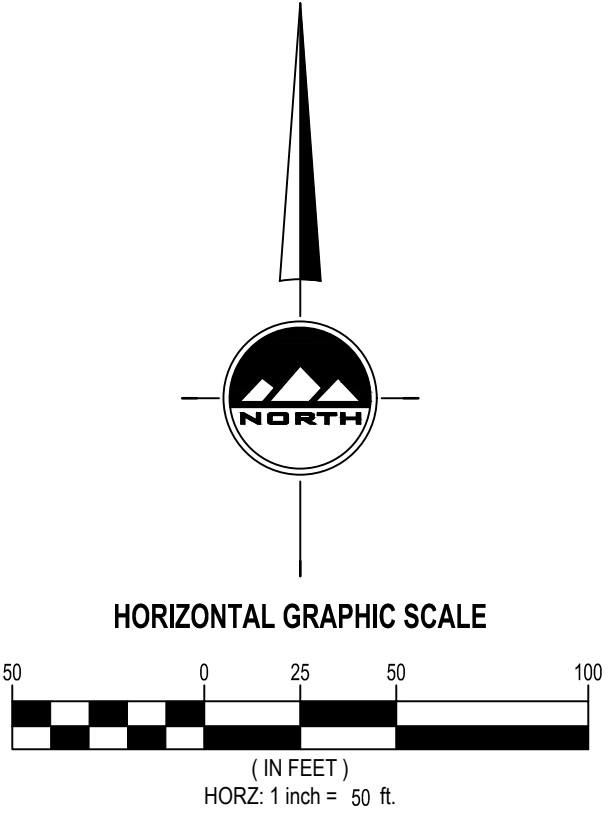
WESTLAKE ESTATES - PHASE 2

LOCATED IN THE NORTHEAST QUARTER
OF SECTION 36
TOWNSHIP 5 NORTH RANGE 3 WEST
SALT LAKE BASE & MERIDIAN
WEST POINT CITY, DAVIS COUNTY, UTAH
OCTOBER 2021



LEGEND

- SECTION CORNER
- EXISTING STREET MONUMENT
- PROPOSED STREET MONUMENT
- SET 5/8" REBAR WITH YELLOW PLASTIC CAP, OR NAIL STAMPED "ENSIGN ENG. & LAND SURV."
- PU&DE = PUBLIC UTILITY & DRAINAGE EASEMENT
- EASEMENTS
- NO BUILD AREA



SURVEY RECORDING DATA

DATE: _____
DRAWING No. _____

WESTLAKE ESTATES - PHASE 2

LOCATED IN THE NORTHEAST QUARTER
OF SECTION 36
TOWNSHIP 5 NORTH RANGE 3 WEST
SALT LAKE BASE & MERIDIAN
WEST POINT CITY, DAVIS COUNTY, UTAH

DAVIS COUNTY RECORDER

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

DAVIS COUNTY RECORDER

BY _____ DEPUTY RECORDER



LAYTON
919 North 400 West
Layton UT 84041
Phone: 801.547.1100
Fax: 801.593.6315
WWW.ENSINGENG.COM

SALT LAKE CITY
Phone: 801.255.0529
TOOELE
Phone: 435.843.3980
CEDAR CITY
Phone: 435.865.1653
RICHFIELD
Phone: 435.896.2963

SHEET 2 OF 2

PROJECT NUMBER : 9564
MANAGER : C.PRESTON
DRAWN BY : J.MOSS
CHECKED BY : T.WILLIAMS
DATE : 10/26/21



Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

NORTH EAST CORNER OF SECTION 36
TOWNSHIP 5 NORTH, RANGE 3 WEST
SALT LAKE BASE AND MERIDIAN

ELEV. = 4229.80'





EN SIGN
THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.866.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
PSION HOMES

CONTACT:
PHONE:
[Redacted]

**WESTLAKE ESTATES
PHASE 2**

**APPROX. 1000 NORTH 5000 WEST
WEST POINT, UTAH 84015**



PROFESSIONAL ENGINEER
No. 5049039
1-3-21
JUDY B. PORTER
STATE OF UTAH
COURTNEY HESS PRESTON

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

**OVERALL DEVELOPMENT
SITE PLAN**

PROJECT NUMBER 9564	PRINT DATE 11/3/21
DRAWN BY J.MOSS	CHECKED BY C.PRESTON
PROJECT MANAGER C. PRESTON	

C-002

December 7, 2021

811

Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

THE ACCURACY
OF THE INFORMATION
SHOWN IS THE RESPONSIBILITY
OF THE CONTRACTOR TO
DETERMINE THE EXISTENCE
AND LOCATION OF THE
UTILITIES SHOWN ON THESE
PLANS OR INDICATED IN THE
FIELD BY LOCATING
SERVICES. ANY ADDITIONAL
COSTS INCURRED AS A
RESULT OF THE
CONTRACTOR'S FAILURE TO
VERIFY THE LOCATIONS OF
EXISTING UTILITIES PRIOR
TO THE BEGINNING OF
CONSTRUCTION IN THEIR
VICINITY SHALL BE BORNE
BY THE CONTRACTOR AND
ASSUMED INCLUDED IN THE
CONTRACT. THE CONTRACTOR
IS TO VERIFY ALL CONNECTION
POINTS WITH THE EXISTING
UTILITIES. THE CONTRACTOR
IS RESPONSIBLE FOR ANY
DAMAGE CAUSED TO THE
EXISTING UTILITIES AND
UTILITY STRUCTURES THAT
ARE TO REMAIN. IF
CONFLICTS WITH EXISTING
UTILITIES OCCUR, THE
CONTRACTOR SHALL NOTIFY
THE ENGINEER PRIOR TO
CONSTRUCTION TO
DETERMINE IF ANY FIELD
ADJUSTMENTS SHOULD BE
MADE.

BENCHMARK

NORTH EAST CORNER OF SECTION 36
TOWNSHIP 3 NORTH RANGE 3 WEST
SALT LAKE BASE AND MERIDIAN

ELEV. = 4229.80'



- GENERAL NOTES
1. ALL WORK TO COMPLY WITH WEST POINT CITY'S STANDARDS AND SPECIFICATIONS.

2. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ALL CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.

3. ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.

4. ALL CONSTRUCTION SIGNAGE, BARRICADES, TRAFFIC CONTROL DEVICES, ETC. SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. THE CONTRACTOR WILL MAINTAIN SUCH SO THAT THEY ARE PROPERLY PLACED AND VISIBLE AT ALL TIMES.

5. SIDEWALKS AND CURBS DESIGNATED TO BE DEMOLISHED SHALL BE DEMOLISHED TO THE NEAREST EXPANSION JOINT, MATCHING THESE PLANS AS CLOSELY AS POSSIBLE.

6. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.

7. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.

8. ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).

9. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT.

10. FIRE HYDRANTS AND ACCESS ROADS SHALL BE INSTALLED PRIOR TO CONSTRUCTION OF ANY BUILDINGS. ALL HYDRANTS SHALL BE PLACED WITH THE 4-1/2" CONNECTION FACING THE POINT OF ACCESS FOR FIRE DEPARTMENT APPARATUS.

11. PRIOR TO BEGINNING CONSTRUCTION OF ANY BUILDINGS, A FIRE FLOW TEST OF THE NEW HYDRANTS SHALL BE CONDUCTED TO VERIFY THE ACTUAL FIRE FLOW FOR THIS PROJECT. THE FIRE PREVENTION DIVISION OF THIS FIRE DISTRICT SHALL WITNESS THIS TEST AND SHALL BE NOTIFIED A MINIMUM OF 48 HOURS PRIOR TO THE TEST.

12. ALL FIRE APPARATUS ACCESS ROADS SHALL BE A MINIMUM ALL-WEATHER, DRIVABLE AND MAINTAINABLE SURFACE. THERE SHALL BE A MINIMUM CLEAR AND UNOBSTRUCTED WIDTH OF NOT LESS THAN 26 FEET AND AN UNOBSTRUCTED VERTICAL CLEARANCE OF NOT LESS THAN 13 FEET 6 INCHES. DEAD-END ROADS CREATED IN EXCESS OF 150 FEET IN LENGTH SHALL BE PROVIDED WITH AN APPROVED TURN-AROUND.

- SCOPE OF WORK:
- PROVIDE, INSTALL AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED, THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS:
- 1

INSTALL HANDICAP ACCESSIBLE RAMP WITH DETECTIBLE SURFACE PER ADA STANDARDS AND SPECIFICATIONS
- 2

INSTALL FIRE HYDRANT WITH VALVE COMPLETE
- 3

30" TYPE "A" CURB AND GUTTER PER APWA STANDARD PLAN NO. 205 AND SPECIFICATIONS
- 4

INSTALL STOP SIGN PER MUTCD R1-1. INSTALL STREET SIGN PER WEST POINT CITY STANDARDS
- 5

INSTALL 6' CHAIN LINK FENCE
- 6

INSTALL STREET LIGHT PER WEST POINT CITY STANDARD
- 7

REMOVE EXISTING FENCE
- 8

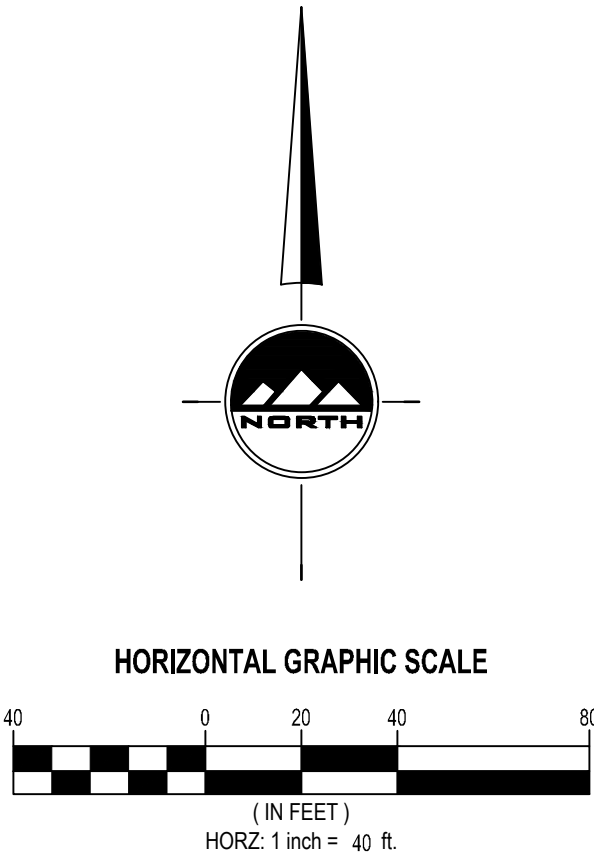
MATCH EXISTING IMPROVEMENTS
- 9

REMOVE EXISTING TEMPORARY TURNAROUND
- 10

REMOVE EXISTING GRAVEL SUMP
- 11

EXISTING CURB AND GUTTER
- 12

INSTALL 5' SIDEWALK PER APWA STANDARD PLAN NO. 231 AND SPECIFICATIONS



EN SIGN

THE STANDARD IN ENGINEERING

LAYTON

919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY

Phone: 801.255.0529

TOOELE

Phone: 435.843.3590

CEDAR CITY

Phone: 435.866.1453

RICHFIELD

Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
PSION HOMES

CONTACT:
PHONE:

WESTLAKE ESTATES
PHASE 2
APPROX. 1000 NORTH 5000 WEST
WEST POINT, UTAH 84015

PROFESSIONAL ENGINEER

1-3-21

No. 5049039

QUENTON HESS PRESTON

NO. DATE

REVISION

BY

1

FOR REVIEW

2

3

4

5

6

7

8

SITE PLAN

PROJECT NUMBER
9564

PRINT DATE
11/3/21

DRAWN BY
J.MOSS

CHECKED BY
C.PRESTON

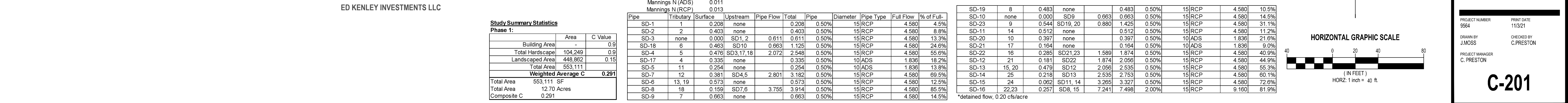
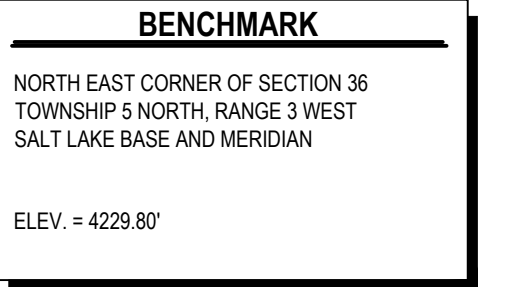
PROJECT MANAGER
C. PRESTON

C-100

December 7, 2021

West Point City Council

58



PHONE:

Catchment Calculations (10-year storm)					
Time of Concentration:		15 min			
Rainfall Intensity (I)		0.173 in/hr			
Catchment	Area (SF)	C	Flow (CFS)	Destination	
1	14,946	0.350	0.208	SD-1	
2	28,920	0.350	0.403	SD-2	
3	15,031	0.350	0.209	OFFSITE	
4	24,037	0.350	0.335	SD-7	
5	34,171	0.350	0.476	SD-4	
6	33,208	0.350	0.463	SD-18	
7	47,554	0.350	0.663	SD-9	
8	34,062	0.350	0.483	SD-29	
9	39,056	0.350	0.544	SD-17	
10	28,506	0.350	0.397	SD-20	
11	18,192	0.350	0.254	SD-5	
12	27,325	0.350	0.381	SD-7	
13	25,785	0.350	0.359	SD-9	
14	28,733	0.350	0.512	SD-13	
15	28,538	0.350	0.398	SD-1	
16	20,487	0.350	0.285	SD-21	
17	11,793	0.350	0.164	SD-22	
18	11,435	0.350	0.158	SD-23	
19	15,374	0.350	0.214	SD-6	
20	5,793	0.350	0.081	SD-13	
21	12,993	0.350	0.181	SD-12	
22	8,142	0.350	0.113	SD-18	
23	10,286	0.350	0.143	SD-16	
24	4,470	0.350	0.062	SD-15	
25	15,666	0.350	0.218	SD-14	

HORIZONTAL GRAPHIC SCALE

40 0 20 40 80

C-201

CITY COUNCIL STAFF REPORT



Subject: Discussion of Final Plat for Wildfire Ph 4
Author: Bryn MacDonald
Department: Community Development
Meeting Date: December 7, 2021

Background

Mark Sandberg, who represents Wildfire Estates, LLC, is seeking final plat approval for Wildfire Estates Phase 4. This development is located at approximately 50 South and 4500 West. The Planning Commission gave preliminary approval for the entire subdivision on December 13, 2018. Prior to that approval this development was rezoned to R-1 Residential with a PVFD overlay zone that was approved by the City Council on November 6, 2018.

The applicant received approval for an amendment to phase 4 during the Planning Commission meeting on October 28, 2021. The amendment was to remove a proposed stub road to an adjacent property. No additional lots were approved.

Analysis

The applicant is seeking final plat approval for Wildfire Phase 4. This phase consists of 17 lots, ranging in size from 12,060 square feet to 35,981 square feet.

Staff has reviewed the plans submitted and has provided comments back to the developer and project engineer. All of the items that are required before Final Plat have been addressed.

The subdivision ordinance requires only one phase be built at a time, unless an exception is granted by the City Council. On March 16, 2021, the City Council approved an exception to allow phases 2 and 3 be constructed at the same time. Phase 2 is now recorded and 50 percent of the building permits have been issued. The applicant will now need an exception to allow phases 3 and 4 to be constructed at the same time.

Phase 1	18 lots	18 building permits
Phase 2	21 lots	11 building permits
Phase 3	19 lots	Under construction
Phase 4	17 lots	Seeking approval

Recommendation

Staff recommends final plat approval for Wildfire phase 4 and an exception to allow phase 4 to be constructed at the same time as phase 3.

Significant Impacts

N/A

Attachments

Plans



Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

WILDFIRE ESTATES SUBDIVISION

PHASE 4

200 SOUTH 4700 WEST
WEST POINT CITY, UTAH

FOR APPROVAL
NOT FOR CONSTRUCTION

DATE PRINTED
August 23, 2021

INDEX OF DRAWINGS

- 1 OF 1 SUBDIVISION PLAT
- C-001 GENERAL NOTES
- C-002 OVERALL DEVELOPMENT SITE PLAN
- C-100 GRADING PLAN
- C-101 DRAINAGE PLAN
- C-102 STORM DRAIN CALCULATIONS
- C-200 UTILITY PLAN
- C-300 EROSION CONTROL PLAN
- PP-1 75 NORTH STREET PLAN AND PROFILE
- PP-2 75 NORTH STREET PLAN AND PROFILE
- PP-3 25 NORTH STREET PLAN AND PROFILE
- C-400 DETAILS

NOTICE TO CONTRACTOR

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS OF THE U.S. DEPARTMENT OF LABOR AND THE STATE OF UTAH DEPARTMENT OF INDUSTRIAL RELATIONS CONSTRUCTION SAFETY ORDERS." THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS AND SUBCONTRACTORS COMPLIANCE WITH SAID REGULATIONS AND ORDERS.

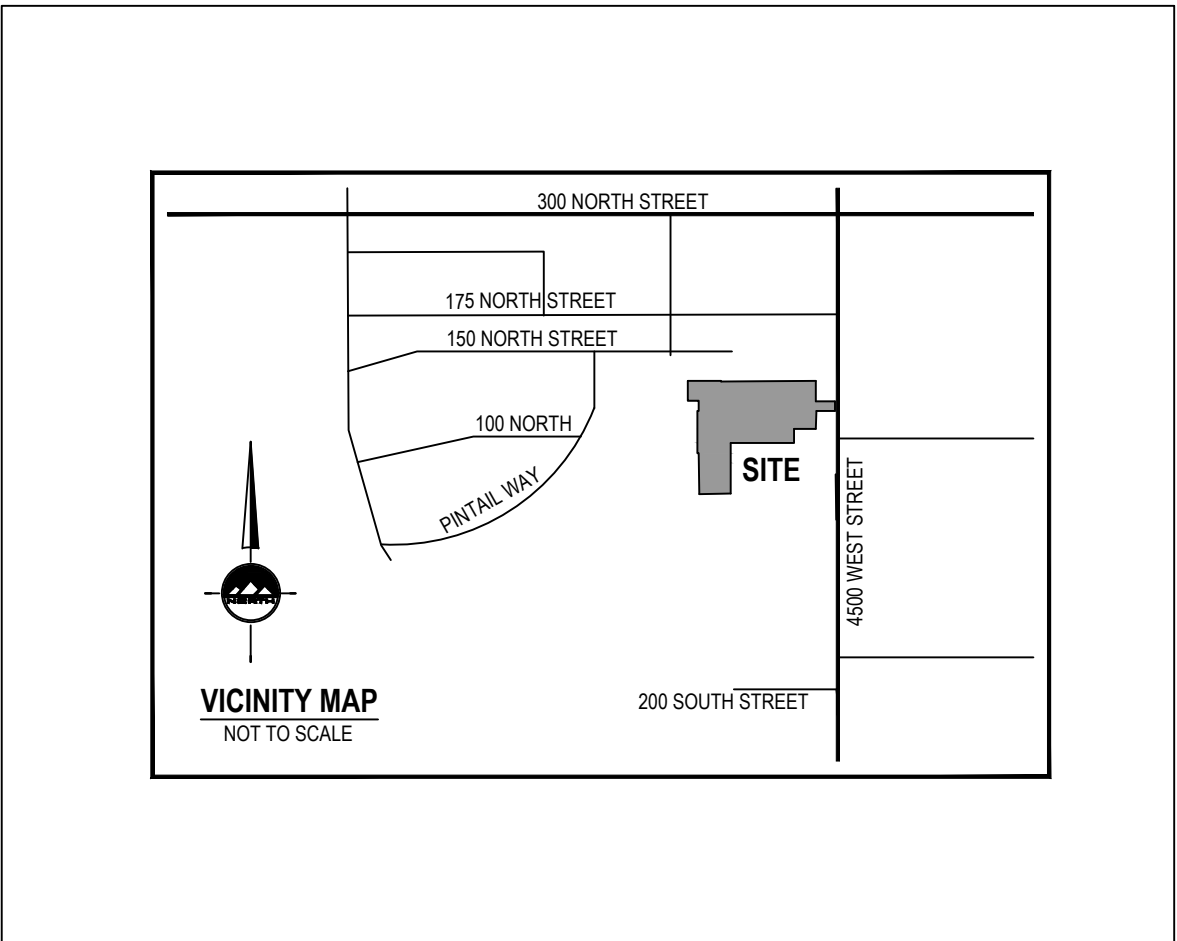
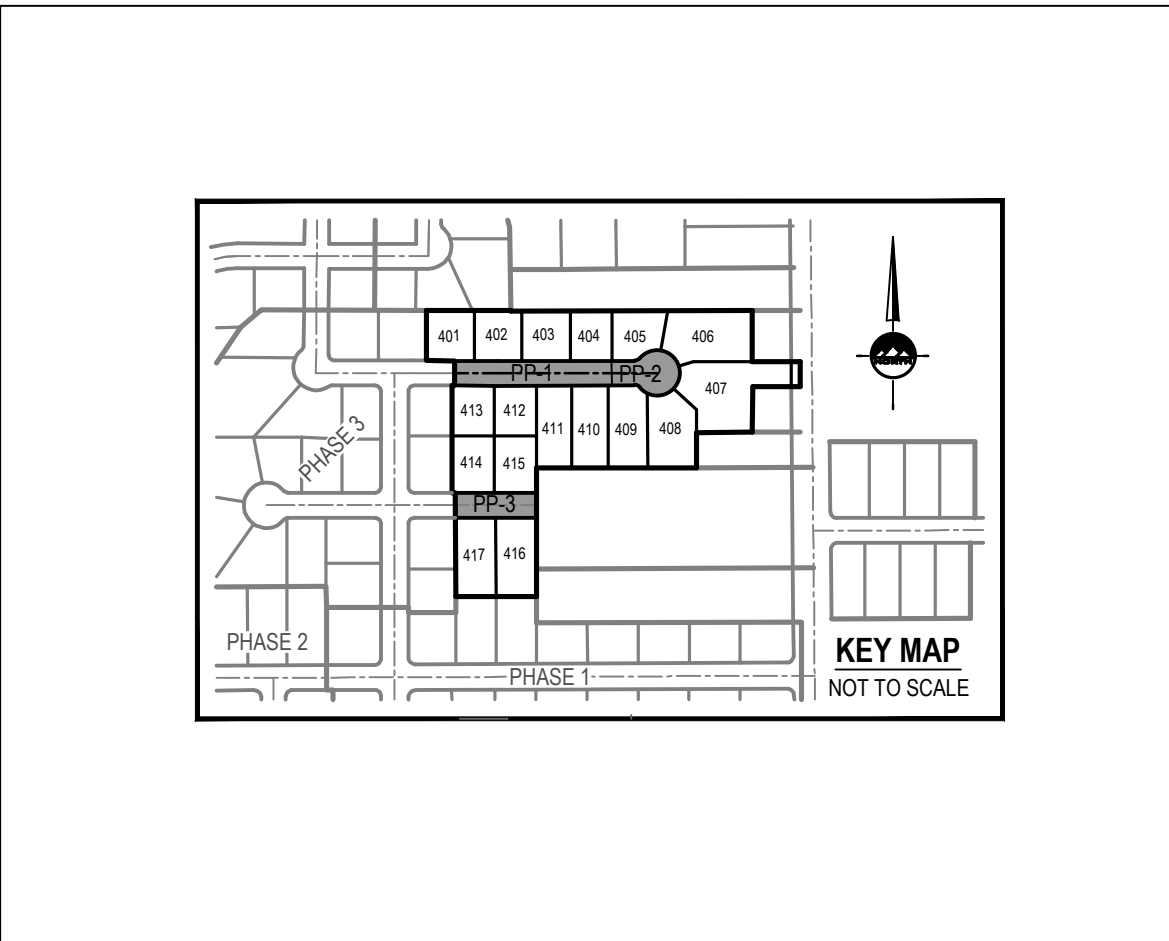
CONTRACTOR FURTHER AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB-SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY, THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE CIVIL ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

NOTICE TO DEVELOPER/ CONTRACTOR

UNAPPROVED DRAWINGS REPRESENT WORK IN PROGRESS, ARE SUBJECT TO CHANGE, AND DO NOT CONSTITUTE A FINISHED ENGINEERING PRODUCT. ANY WORK UNDERTAKEN BY DEVELOPER OR CONTRACTOR BEFORE PLANS ARE APPROVED IS UNDERTAKEN AT THE SOLE RISK OF THE DEVELOPER, INCLUDING BUT NOT LIMITED TO BIDS, ESTIMATION, FINANCING, BONDING, SITE CLEARING, GRADING, INFRASTRUCTURE CONSTRUCTION, ETC.

UTILITY DISCLAIMER

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND / OR ELEVATIONS OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.

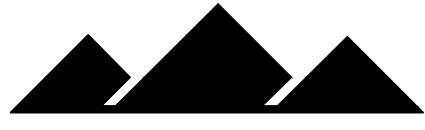


GENERAL NOTES

- ALL WORK SHALL CONFORM TO WEST POINT CITY STANDARDS AND SPECIFICATIONS, AND WHERE APPLICABLE DAVIS AND WEBER CANAL COMPANY STANDARDS AND SPECIFICATIONS, HOOPER WATER IMPROVEMENT DISTRICT STANDARDS AND SPECIFICATIONS AND HOOPER IRRIGATION COMPANY STANDARDS AND SPECIFICATIONS.
- CALL BLUE STAKES AT LEAST 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES.
- BENCHMARK ELEVATION = NORTH QUARTER CORNER SECTION 6, T4N, R2W SALT LAKE BASE & MERIDIAN ELEV. = 4236.90

APPROVED FOR CONSTRUCTION

BY: _____ DATE: _____
CITY ENGINEER



THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.866.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
BARLOW REALTY
377 NORTH MAIN STREET
LAYTON, UTAH 84041

CONTACT:
DUNCAN BARLOW
PHONE: 801-898-0643

WILDFIRE ESTATES SUBDIVISION
PHASE 4
200 SOUTH 4700 WEST
WEST POINT, UTAH



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

COVER

PROJECT NUMBER
L2365

PRINT DATE
8/23/21

DRAWN BY
J.MOSS

CHECKED BY
T.SHAFFER

PROJECT MANAGER
C.PRESTON

WILDFIRE ESTATES SUBDIVISION - PHASE 4

LOCATED IN THE NORTH HALF OF SECTION 6
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE & MERIDIAN
WEST POINT CITY, DAVIS COUNTY, UTAH
MAY 2021

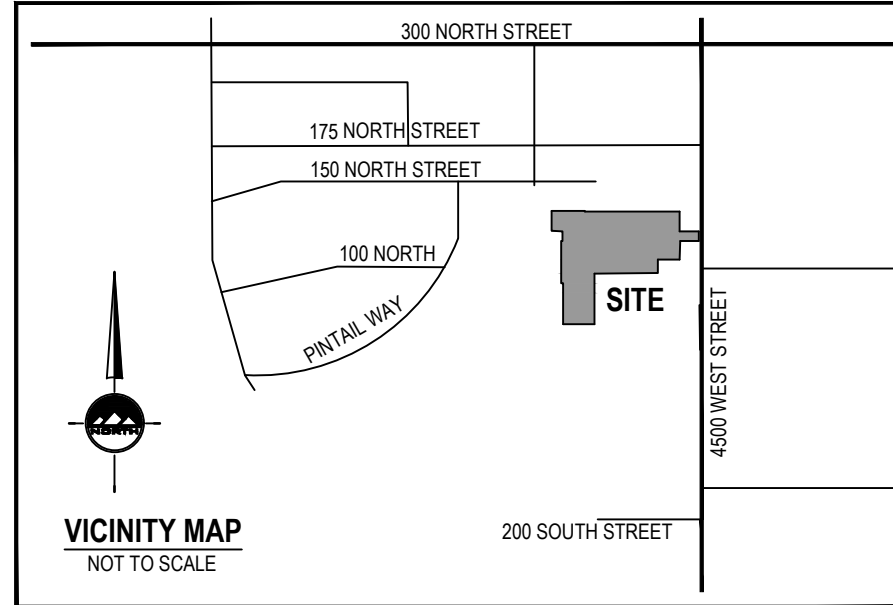
NW CORNER
SECTION 6
T4N, R2W
SLB&M
(NOT FOUND)

56.31'
RECORD
WITNESS
CORNER
(FOUND)

BASIS OF BEARINGS S 89°59'20" W 2606.59' (RECORD) 2606.33' (MEASURED) CORNER TO WITNESS CORNER
2662.89' RECORD CORNER TO CORNER

AUBURN D. BATES
12-042-0111

NORTH QUARTER CORNER
SECTION 6
T4N, R2W
SLB&M
(FOUND)



VICINITY MAP
NOT TO SCALE

ROAD DEDICATION

1.307' sq.ft.
0.030 acres
S 0°06'59" W
60.00'
S 0°30'47" E
60.00'

GENERAL NOTES:

- PROPERTY IS ZONED R-1.
A. FRONT YARD SETBACK IS 30' ON ALL LOTS.
B. REAR YARD SETBACK IS 30'
C. SIDE YARD SETBACK IS 10'
D. CORNER LOT SIDE YARD SETBACK IS 20' ARTERIAL STREET MINIMUM SIDE YARD.
- ALL PUBLIC UTILITY AND DRAINAGE EASEMENTS (PU & DE) ARE 10' FRONT, 7.5' SIDE AND 10' REAR UNLESS OTHERWISE NOTED HEREON.
- UTILITIES SHALL HAVE THE RIGHT TO INSTALL, MAINTAIN, AND OPERATE THEIR EQUIPMENT ABOVE AND BELOW GROUND AND ALL OTHER RELATED FACILITIES WITHIN THE PUBLIC UTILITY EASEMENTS IDENTIFIED ON THIS PLAT MAP AS MAY BE NECESSARY OR DESIRABLE IN PROVIDING UTILITY SERVICES WITHIN AND WITHOUT THE LOTS IDENTIFIED HEREIN, INCLUDING THE RIGHT OF ACCESS TO SUCH FACILITIES AND THE RIGHT TO REQUIRE REMOVAL OF ANY OBSTRUCTIONS INCLUDING STRUCTURES, TREES AND VEGETATION THAT MAY BE PLACED WITHIN THE P.U.E. THE UTILITY MAY REQUIRE THE LOT OWNER TO REMOVE ALL STRUCTURES WITHIN THE P.U.E. AT THE LOT OWNER'S EXPENSE, OR THE UTILITY MAY REMOVE SUCH STRUCTURES AT THE LOT OWNER'S EXPENSE. AT NO TIME MAY ANY PERMANENT STRUCTURES BE PLACED WITHIN THE P.U.E. OR ANY OTHER OBSTRUCTION WHICH INTERFERES WITH THE USE OF THE P.U.E. WITHOUT THE PRIOR WRITTEN APPROVAL OF THE UTILITIES WITH FACILITIES IN THE P.U.E.
- THE LOTS ARE LOCATED IN THE LAND DRAIN ZONE C IN WEST POINT CITY. FOUNDATION DRAINS AND SUMP PUMPS WILL BE REQUIRED ON ALL HOMES WITH BASEMENTS.
- PROTECT ALL EXISTING SECTION CORNERS AND STREET MONUMENTS. COORDINATE ALL SURVEY STREET MONUMENT INSTALLATION, GRADE ADJUSTMENT AND ALL REQUIRED FEES AND PERMITS WITH THE COUNTY SURVEYOR PRIOR TO DISRUPTION OF ANY EXISTING MONUMENTS
- 5/8" X 24" REBAR AND CAP WILL BE PLACED AT ALL REAR LOT CORNERS AND FRONT LOT CORNERS WILL BE MARKED WITH A NAIL OR RIVET AT THE EXTENSION IN THE CURB.
- LANDSCAPED ISLANDS WILL BE MAINTAINED BY THE HOME OWNERS ASSOCIATION.

SURVEY RECORDING DATA

DATE:

DRAWING No.

DEVELOPER
WILDFIRE ESTATES L.L.C.
377 NORTH MAIN STREET
LAYTON, UT 84041
801-898-0643

LEGEND

- SECTION CORNER
- EXISTING STREET MONUMENT
- PROPOSED STREET MONUMENT
- SET 5/8" REBAR WITH YELLOW PLASTIC CAP, OR NAIL STAMPED "ENSIGN ENG. & LAND SURV."
- PU&DE=PUBLIC UTILITY & DRAINAGE EASEMENT
- EASEMENTS

CITY ATTORNEY'S APPROVAL

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

WEST POINT CITY ATTORNEY

PLANNING COMMISSION APPROVAL

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

CHAIRMAN, WEST POINT CITY PLANNING COMMISSION

CITY ENGINEER'S APPROVAL

APPROVED THIS _____ DAY OF _____, 20____,
BY THE WEST POINT CITY ENGINEER

WEST POINT CITY ENGINEER

CITY COUNCIL APPROVAL

APPROVED THIS _____ DAY OF _____, 20____,
BY THE WEST POINT CITY COUNCIL

CITY RECORDER

CITY MAYOR

SURVEYOR'S CERTIFICATE

I, TRENT R. WILLIAMS, do hereby certify that I am a Licensed Land Surveyor, and that I hold certificate No. 8034679, as prescribed under laws of the State of Utah. I further certify that by authority of the Owners, I have made a survey of the tract of land shown on this plat and described below, and have subdivided said tract of land into lots and streets, hereafter to be known as WILDFIRE ESTATES SUBDIVISION - PHASE 4, and that the same has been correctly surveyed and staked on the ground as shown on this plat. I further certify that all lots meet frontage width and area re-requirements of the applicable zoning ordinances.

BOUNDARY DESCRIPTION

A parcel of land, situate in the North Half of Section 6, Township 4 North, Range 2 West, Salt Lake Base and Meridian, said parcel also located in Davis County, Utah. Being more particularly described as follows:

Beginning at a point on the North-South Quarter Section line of said Section 6, said point being South 00°06'59" West 1120.49 feet (NAD83 Basis of Bearing being South 00°27'52" West between the North Quarter Corner and the Center Quarter Corner of Section 6 according to the Davis County Township Reference Plat) from the North Quarter Corner of said Section 6 and running thence:

South 0°06'59" West 60.00 feet along said quarter section line;

thence South 89°52'57" West 115.00 feet;

thence South 0°06'59" West 110.45 feet;

thence South 89°52'57" West 135.00 feet;

thence South 0°06'59" West 85.00 feet;

thence South 89°52'57" West 386.36 feet;

thence South 0°01'47" West 310.29 feet;

thence South 89°46'33" West 194.28 feet to a point on the East Line of Wildfire Estates Subdivision Phase 3;

thence northerly along said East Line of Wildfire Estates Subdivision Phase 3 and following seven (7) courses and distances:

- North 00°13'27" West 250.76 feet;
- West 8.61 feet;
- North 259.16 feet;
- thence easterly 6.47 feet along the arc of a 7755.46-foot radius non-tangent curve to the right (the long chord bears South 89°17'17" East 6.47 feet with a central angle of 00°02'52");
- thence North 0°44'09" East 60.00 feet;
- thence westerly 68.22 feet along the arc of a 7815.46-foot radius non-tangent curve to the left (the long chord bears North 89°30'51" West 68.22 feet with a central angle of 00°02'52");
- thence North 121.47 feet to point on the South line of Paice Farms Cluster Subdivision Phase 2;

thence South 89°53'01" East 203.30 feet along said South Line of Paice Farms Cluster Subdivision Phase 2;

thence South 0°59'03" East 2.10 feet;

thence North 89°52'57" East 583.17 feet;

thence South 0°06'59" West 123.00 feet;

thence North 89°52'57" East 115.63 feet to the Point of Beginning.

Contains: 338,408 square feet or 7.77 acres.

Date:
Trent R. Williams, PLS
License no. 8034679

OWNER'S DEDICATION

Known all men by these presents that I, the undersigned owner of the above described tract of land, having caused same to be subdivided, hereafter known as the

WILDFIRE ESTATES SUBDIVISION - PHASE 4

do hereby dedicate for perpetual use of the public all parcels of land shown on this plat as intended for Public use.
In witness whereof I have hereunto set my hand this _____ day of _____ A.D., 20____.

By: WILDFIRE ESTATES LLC
By: DON SANDBERG
IT'S: MANAGER

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

STATE OF UTAH
County of Davis

On the _____ day of _____ A.D., 20____, DON SANDBERG, personally appeared before me, the undersigned Notary Public, in and for said County of DAVIS in the State of Utah, who after being duly sworn, acknowledged to me that He is the MANAGER, of WILDFIRE ESTATES LLC, a Limited Liability Company and that He signed the Owner's Dedication freely and voluntarily for and in behalf of said Limited Liability Company for the purposes therein mentioned and acknowledged to me that said Limited Liability Company executed the same.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC
RESIDING IN _____ COUNTY.

WILDFIRE ESTATES SUBDIVISION - PHASE 4

LOCATED IN THE NORTH HALF
OF SECTION 6
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE & MERIDIAN
WEST POINT CITY, DAVIS COUNTY, UTAH

DAVIS COUNTY RECORDER

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

DAVIS COUNTY RECORDER

BY _____ DEPUTY RECORDER

SHEET 1 OF 1

PROJECT NUMBER: L2365

MANAGER: C.PRESTON

DRAWN BY: J.MOSS

CHECKED BY: T.WILLIAMS

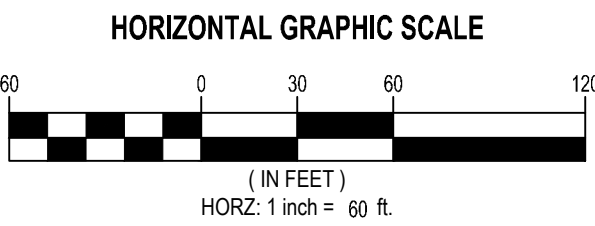
DATE: 8/23/21



LAYTON
919 North 400 West
Layton UT 84041
Phone: 801.547.1100
Fax: 801.593.6315

SALT LAKE CITY
Phone: 801.225.6029
TOOELE
Phone: 435.863.3590
CEDAR CITY
Phone: 435.865.1453
RICHFIELD
Phone: 435.866.2953

WWW.ENSIGNENG.COM

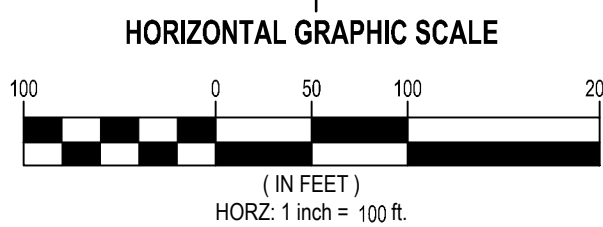
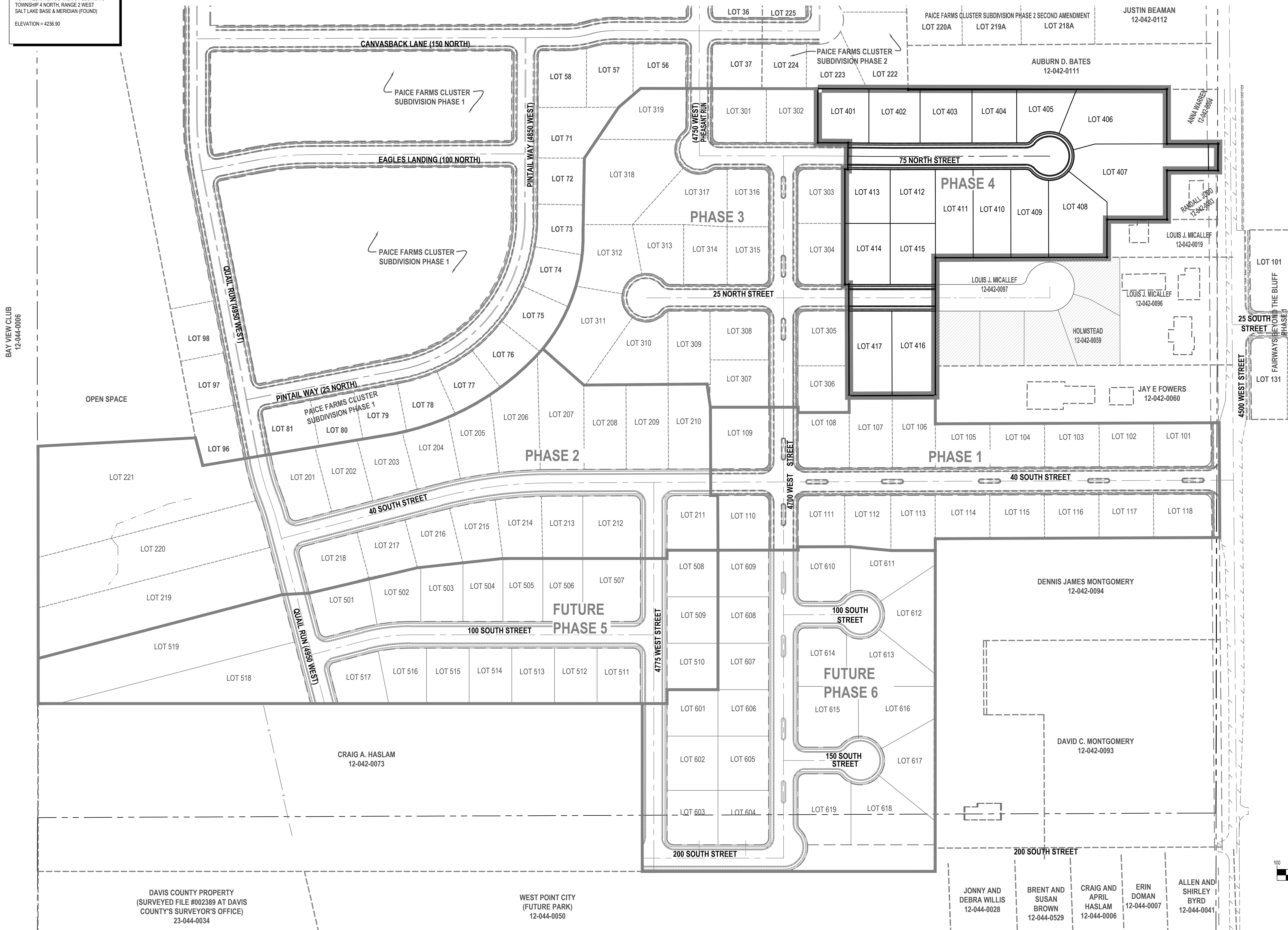




CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

NORTH QUARTER CORNER OF SECTION 6
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE & MERIDIAN (FOUND)
ELEVATION = 4236.90



LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
BARLOW REALTY
377 NORTH MAIN STREET
LAYTON, UTAH 84041

CONTACT:
DUNCAN BARLOW
PHONE: 801-898-0643

WILDFIRE ESTATES SUBDIVISION

PHASE 4

**200 SOUTH 4700 WEST
WEST POINT, UTAH**



NO.	DATE	REVISION	E
1		FOR REVIEW	
2			
3			
4			
5			
6			
7			
8			

OVERALL DEVELOPMENT SITE PLAN

PROJECT NUMBER L2365	PRINT DATE 8/23/21
DRAWN BY J.MOSS	CHECKED BY T.SHAFFER
PROJECT MANAGER C.PRESTON	

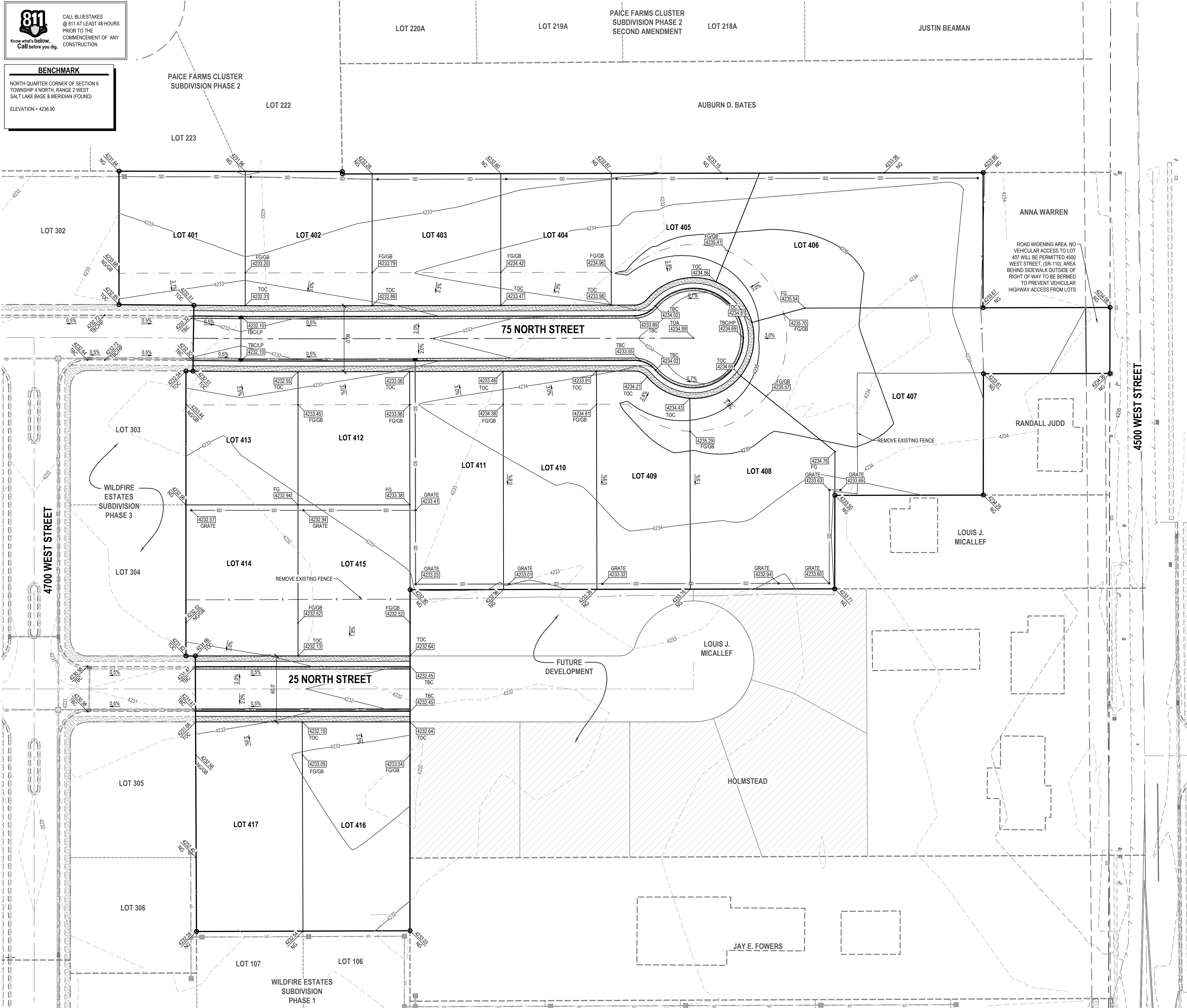
C-002



CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.
Know what's below.
Call before you dig.

BENCHMARK

NORTH QUARTER CORNER OF SECTION 6
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE & MERIDIAN (FOUND)
ELEVATION = 4236.90



- GENERAL NOTES**
1. ALL WORK TO COMPLY WITH WEST POINT CITY STANDARDS AND SPECIFICATIONS.
 2. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.
 3. ALL WORK SHALL COMPLY WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER POSSIBLY INCLUDING, BUT NOT LIMITED TO, REMOVAL OF UNCONSOLIDATED FILL, ORGANICS, AND DEBRIS, PLACEMENT OF SUBSURFACE DRAIN LINES AND GEOTEXTILE, AND OVEREXCAVATION OF UNSUITABLE BEARING MATERIALS AND PLACEMENT OF ACCEPTABLE FILL MATERIAL.
 4. THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE EXISTING SOIL CONDITIONS.
 5. LANDSCAPED AREAS REQUIRE SUBGRADE TO BE MAINTAINED AT A SPECIFIC ELEVATION BELOW FINISHED GRADE AND REQUIRE SUBGRADE TO BE PROPERLY PREPARED AND SCARIFIED. SEE LANDSCAPE PLANS FOR ADDITIONAL INFORMATION.
 6. SLOPE ALL LANDSCAPED AREAS AWAY FROM BUILDING FOUNDATIONS TOWARD CURB AND GUTTER OR STORM DRAIN INLETS.
 7. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ALL CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.
 8. ALL STORM DRAIN INFRASTRUCTURE TO BE INSTALLED PER WEST POINT CITY OR APWA STANDARD PLANS AND SPECIFICATIONS.
 9. ENSURE MINIMUM COVER OVER ALL STORM DRAIN PIPES PER MANUFACTURER'S RECOMMENDATIONS. NOTIFY ENGINEER IF MINIMUM COVER CANNOT BE ATTAINED.
 10. THE CONTRACTOR SHALL ADJUST TO GRADE ALL EXISTING UTILITIES AS NEEDED PER LOCAL GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
 11. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE, ASPHALT, OR STORM DRAIN STRUCTURES OR PIPES.
 12. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.
 13. ALL SUMP PUMPS WILL BE PLACED AT THE CORNER OF THE HOME SITUATED CLOSEST TO THE YARD BOX. DISCHARGE LINES WILL CONNECT TO THE YARD BOX AT EACH LOT CORNER.
 14. ALL LOTS WILL BE GRADED TO DRAIN FRONT YARDS TO THE PUBLIC STREET AND SIDEREAR YARDS TO THE YARD BOX AT THE BACK OF THE LOT.
 15. NO DETENTION BASIN IS REQUIRED IN THIS PHASE. A DETENTION BASIN WAS CONSTRUCTED IN WILDFIRE PHASE 1 AND ALL STORM RUNOFF WATER FROM WILDFIRE PHASE 3 IS PIPED TO THAT EXISTING BASIN.
 16. ALL FILL MATERIAL MUST BE IMPORTED AND COMPACTED TO MEET WEST POINT CITY STANDARDS AND SPECIFICATIONS.
 17. ALL DITCHES ON THE PROPERTY MUST BE EITHER DIVERTED TO STORM DRAIN INLETS OR ABANDONED.



EN SIGN
THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

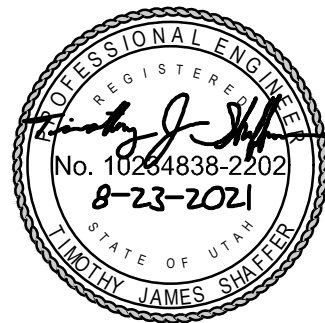
WWW.ENSIGNENG.COM

FOR:
BARLOW REALTY
377 NORTH MAIN STREET
LAYTON, UTAH 84041

CONTACT:
DUNCAN BARLOW
PHONE: 801-896-0643

**WILDFIRE ESTATES SUBDIVISION
PHASE 4**

200 SOUTH 4700 WEST
WEST POINT, UTAH



Professional Engineer
No. 10224838-2202
8-23-2021
JAMES DUNCAN
STATE OF UTAH

NO.	DATE	REASON	BY
1		FOR REVIEW	
2			
3			
4			
5			
6			
7			
8			

GRADING PLAN

PROJECT NUMBER
L2365

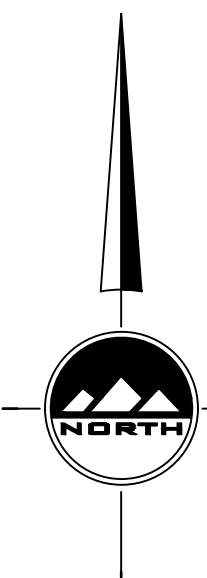
PRINT DATE
8/24/21

DRAWN BY
J.MOSS

CHECKED BY
T.SHAFFER

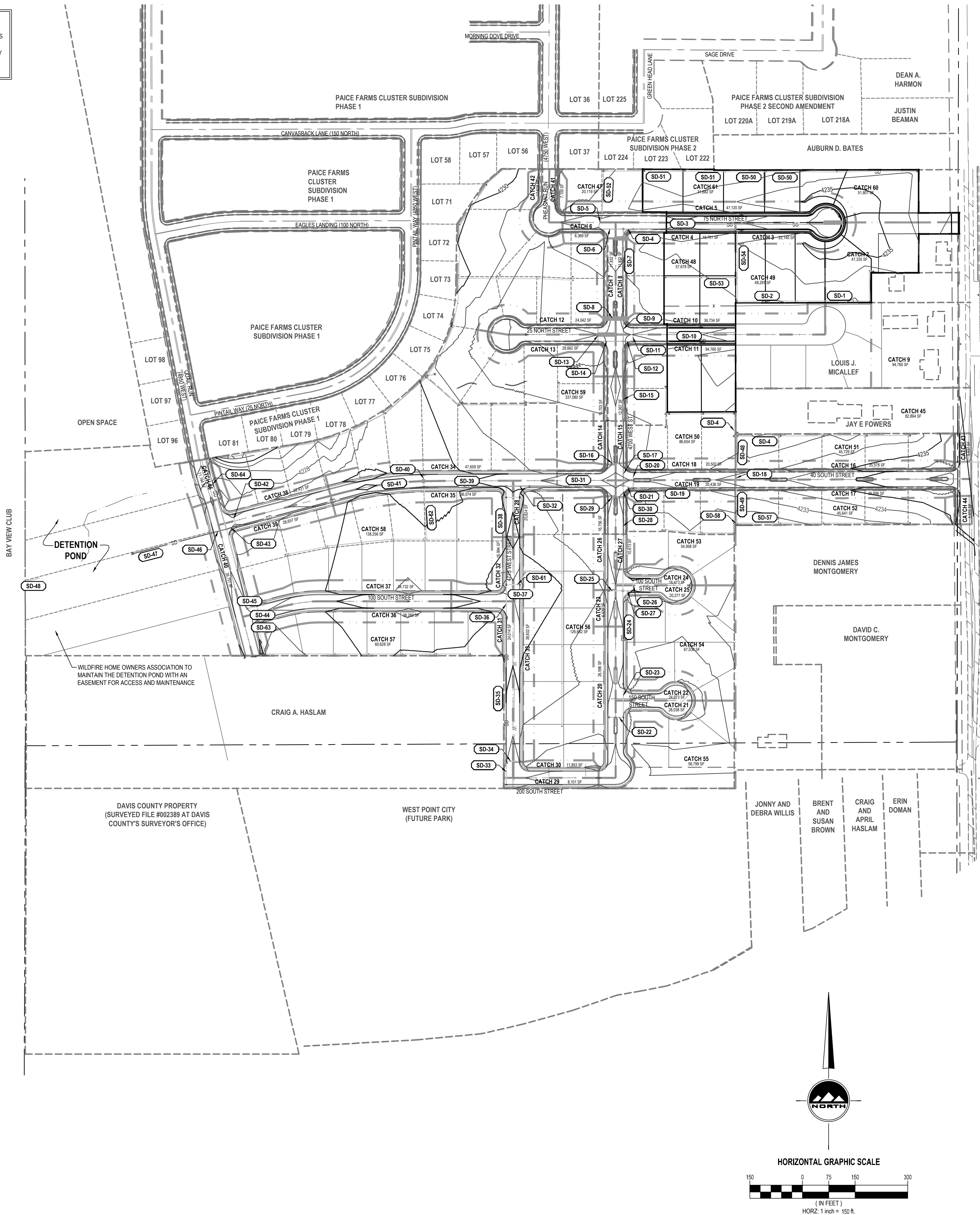
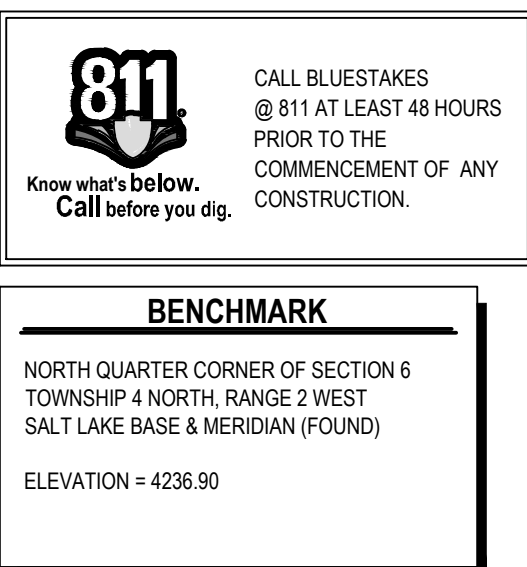
PROJECT MANAGER
C.PRESTON

C-100



HORIZONTAL GRAPHIC SCALE

40 0 20 40 80
(IN FEET)
HORZ. 1 inch = 40 ft.



Orifice Calculations:		$Q = C_d A_o (2gh)^{1/2}$
High Water Elevation:	4,217.35	FT
Box Invert	4,215.11	FT
Allowed Basin Discharge*	5.651	CFS
C_d	0.62	
Orifice Area	109.27	IN ²
Orifice Diameter	11.8	IN

Detention Calculations (100-year storm)						
		Basin Tributary Area		1,230,701		
		Runoff coefficient: C		0.350		
		Release Rate		0.20		cfs/acre
		Peak Release		5,651		cfs
Time (min)	Q (cfs)	Cumulative Runoff to Basin (cfs)	Net Allowed Basin** Discharge (cfs)	Required Storage (cfs)		
5	3.12	9.256	1,695	7,561		
10	4.46	14.596	3,390	11,205		
15	2.08	15.531	5,086	13,426		
20	1.44	25.631	10,171	15,460		
60	0.91	32.395	20,342	12,563		
90	0.65	41.651	30,513	11,137		
120	0.65	46.278	40,684	5,954		
180	0.56	59.806	61,025	(1,221)		
360	0.43	91.845	122,053	(30,208)		
720	0.29	123.884	244,102	(120,222)		
1440	0.18	153.787	488,216	(334,425)		
Required Detention:				15,460		
Provided Detention:				58,653		

Pipe Design (10-year storm)										
Mannings N (ADS)										
Mannings N (RCP)										
Pipe	Tributary Basins	Surface (CFS)	Upstream Pipes (CFS)	Pipe Flow (CFS)	Total Flow (CFS)	Pipe Slope	Diameter (N)	Pipe Type	Full Flow Capacity (CFS)	% of Full-Flow Capacity
SD-1	2	0.669	none	0.000	0.660	0.40%	8 ADS	0.906	72.8%	
SD-2	3	0.673	SD-1	0.669	1.342	0.38%	10 ADS	1.673	91.0%	
SD-3	48	0.804	none	0.000	0.804	0.50%	8 ADS	1.013	79.4%	
SD-4	none	0.000	SD-2 and 53	2.136	2.136	0.27%	12 ADS	2.194	97.4%	
SD-5	3	0.309	SD-54	2.136	2.445	0.50%	15 RCP	3.239	75.5%	
SD-6	4	0.275	SD-3	2.445	2.719	0.30%	15 RCP	3.545	76.7%	
SD-50	60	0.722	none	0.000	0.722	0.40%	8 ADS	0.906	79.7%	
SD-51	61	0.441	SD-50	0.722	1.163	0.18%	10 ADS	1.836	63.4%	
SD-52	47	0.260	SD-51	1.163	1.444	0.50%	10 ADS	1.836	78.5%	
SD-6	5	0.715	SD-5	2.444	3.359	0.20%	15 RCP	2.907	74.6%	
SD-8	6	0.117	SD-5	2.136	2.275	0.20%	15 RCP	2.897	76.5%	
SD-7	none	0.000	SD-4 and 6	4.994	4.994	0.30%	18 RCP	5.769	86.6%	
SD-8	7	0.165	none	0.000	0.165	0.20%	15 RCP	2.897	5.7%	
SD-9	8	0.165	SD-7 and 8	0.000	0.219	0.30%	18 RCP	4.097	5.3%	
SD-10	9	1.320	none	0.000	1.320	0.20%	15 RCP	2.897	45.6%	
SD-11	10	0.512	none	0.000	0.512	0.20%	15 RCP	2.897	17.7%	
SD-12	11	1.321	SD-10 and 11	1.632	3.153	0.20%	18 RCP	4.710	66.9%	
SD-13	12	1.335	none	0.000	1.335	0.20%	15 RCP	2.897	46.2%	
SD-14	13	0.369	SD-13	0.335	0.734	0.15%	15 RCP	2.509	29.6%	
SD-15	none	0.000	SD-12 and 14	9.212	9.212	0.20%	24 RCP	10.144	90.8%	
SD-16	14	0.210	none	0.000	0.210	0.40%	15 RCP	4.097	5.1%	
SD-17	15	2.181	SD-15 and 16	4.924	9.611	0.40%	24 RCP	14.346	67.0%	
SD-55	50	1.180	none	0.000	1.180	1.50%	8 ADS	1.754	67.3%	
SD-56	51	0.637	none	0.000	0.637	0.65%	8 ADS	1.013	62.9%	
SD-48	45	1.320	SD-55 and 56	1.817	3.137	0.40%	18 RCP	6.661	47.4%	
SD-48	16	0.466	SD-48	3.137	3.637	0.40%	18 RCP	6.661	54.5%	
SD-57	52	0.636	none	0.000	0.636	0.70%	8 ADS	1.198	53.1%	
SD-58	53	0.789	SD-57	0.636	1.425	0.60%	8 ADS	1.198	69.7%	
SD-49	none	0.000	SD-57 and 58	1.402	1.402	0.40%	12 ADS	2.670	52.5%	
SD-19	17	0.497	SD-18 and 49	5.034	5.532	0.40%	18 RCP	6.661	83.0%	
SD-20	18	0.266	none	0.000	0.266	0.40%	15 RCP	4.097	7.0%	
SD-21	19	0.265	SD-19 and 20	5.817	6.102	0.40%	18 RCP	6.661	91.8%	
SD-22	20	0.371	none	0.000	0.371	0.40%	15 RCP	4.097	9.0%	
SD-55	55	0.819	none	0.000	0.819	0.40%	10 ADS	1.642	49.8%	
SD-21	21	0.391	SD-22 and 59	0.819	1.210	0.40%	15 RCP	4.097	29.5%	
SD-60	54	0.934	none	0.000	0.934	0.40%	10 ADS	1.642	56.9%	
SD-24	22	0.349	SD-23 and 60	2.515	2.863	0.40%	15 RCP	6.661	43.3%	
SD-25	23	0.091	none	0.000	0.091	0.40%	15 RCP	4.097	2.2%	
SD-26	24	0.234	SD-25	0.091	0.325	0.40%	15 RCP	4.097	7.9%	
SD-27	25	0.283	SD-26	0.320	0.512	0.40%	15 RCP	4.097	12.5%	
SD-28	none	0.000	SD-24, 25	3.496	3.496	0.40%	15 RCP	6.661	52.0%	
SD-29	26	0.233	none	0.000	0.233	0.40%	15 RCP	4.097	5.7%	
SD-30	27	0.148	SD-28 and 29	3.699	3.847	0.40%	18 RCP	6.661	57.8%	
SD-31	none	0.000	SD-17, 21,	19.561	19.561	0.40%	30 RCP	26.011	75.1%	
SD-32	28	0.260	SD-31	19.561	19.821	0.40%	30 RCP	26.011	76.3%	
SD-33	29	0.113	none	0.000	0.113	0.40%	15 RCP	4.097	2.8%	
SD-34	30	0.185	none	0.000	0.185	0.40%	15 RCP	4.097	4.0%	
SD-35	none	0.000	SD-33 and 34	0.278	0.278	0.40%	15 RCP	4.097	5.6%	
SD-36	31	0.335	SD-35	0.278	0.613	0.40%	15 RCP	4.097	15.0%	
SD-61	56	1.765	none	0.000	1.765	1.00%	10 ADS	2.596	68.0%	
SD-37	33	0.338	SD-61	2.903	3.241	0.40%	15 RCP	4.097	79.5%	
SD-38	32	0.237	SD-36 and 37	2.916	3.153	0.40%	18 RCP	6.661	47.3%	
SD-40	none	0.000	SD-32 and 38	23.003	23.003	0.40%	36 RCP	42.297	54.2%	
SD-34	34	0.664	none	0.000	0.664	0.40%	15 RCP	4.097	16.4%	
SD-41	35	0.927	SD-39	2.405	3.332	0.40%	12 ADS	2.670	64.5%	
SD-41	36	0.503	SD-36 and 40	23.667	24.170	0.40%	36 RCP	42.297	57.1%	
SD-42	38	0.313	none	0.000	0.313	1.00%	15 RCP	6.477	4.8%	
SD-43	39	0.369	SD-41 and 42	24.483	24.862	0.40%	36 RCP	42.297	58.5%	
SD-63	57	0.845	none	0.000	0.845	0.40%	10 ADS	1.642	51.1%	
SD-44	36	0.533	none	0.000	0.533	1.00%	15 RCP	6.477	8.2%	
SD-45	37	0.464	SD-44	0.533	1.017	1.00%	15 RCP	6.477	15.7%	
SD-64	59	3.369	none	0.000	3.369	0.50%	15 ADS	5.413	62.2%	
SD-46	40	0.64	SD-43, 45	29.269	29.269	0.40%	36 RCP	42.297	69.0%	
SD-47	40	0.373	SD-46	29.269	29.641	0.40%	36 RCP	42.297	70.7%	
SD-48*	none	0.000	DE-6	5.585	5.585	0.40%	18 RCP	6.661	83.8%	



ENSIGN
THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
BARLOW REALTY
377 NORTH MAIN STREET
LAYTON, UTAH 84041

CONTACT:
DUNCAN BARLOW
PHONE: 801-898-0843

**ESTATES SUBDIVISION
PHASE 4
200 SOUTH 4700 WEST
WEST POINT, UTAH**



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

STORM DRAIN CALCULATIONS

PROJECT NUMBER	PRINT DATE
L2365	8/24/21
DRAWN BY	CHECKED BY
J.MOSS	T.SHAFFER
PROJECT MANAGER	
C.PRESTON	

C-102

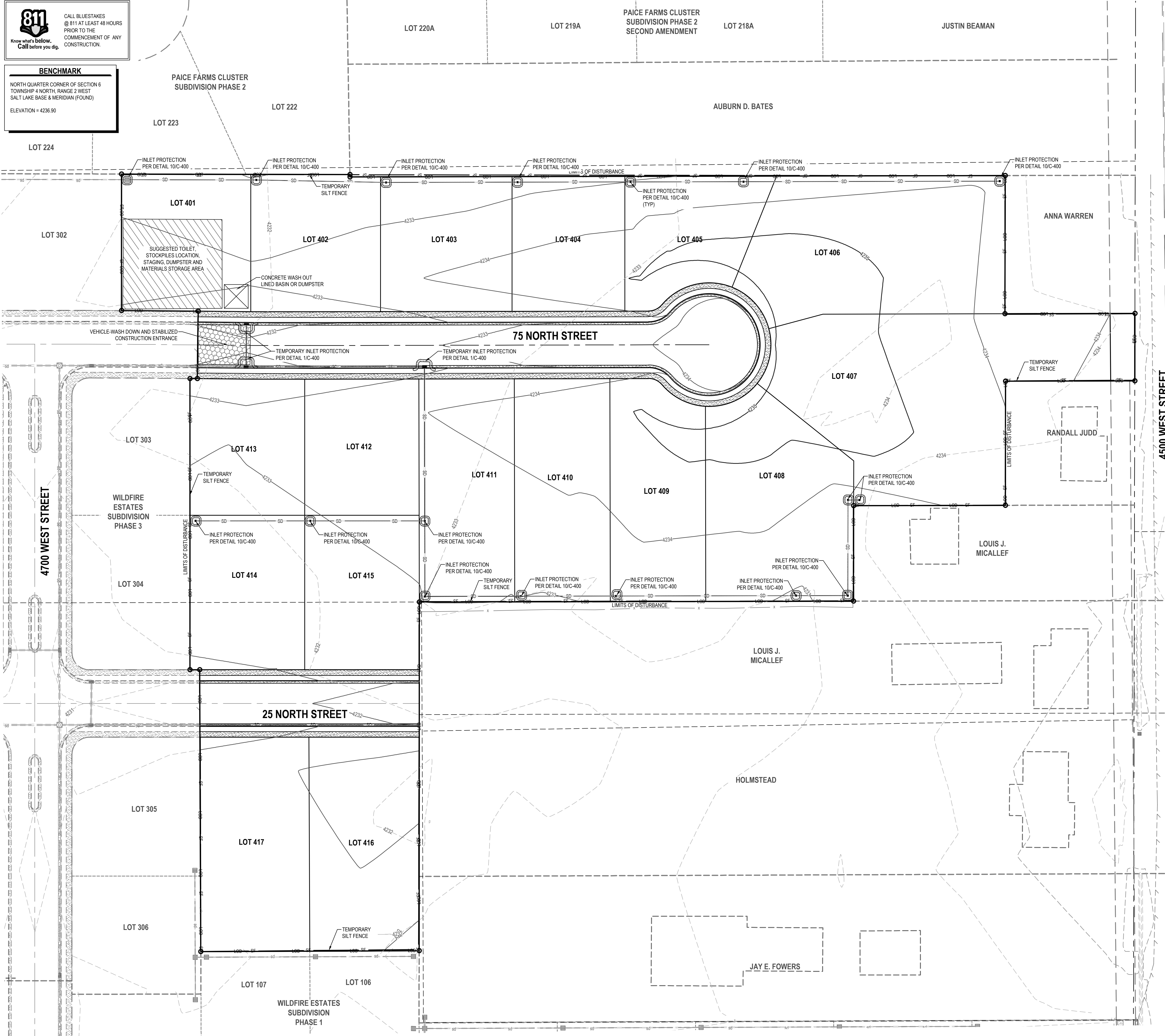


CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

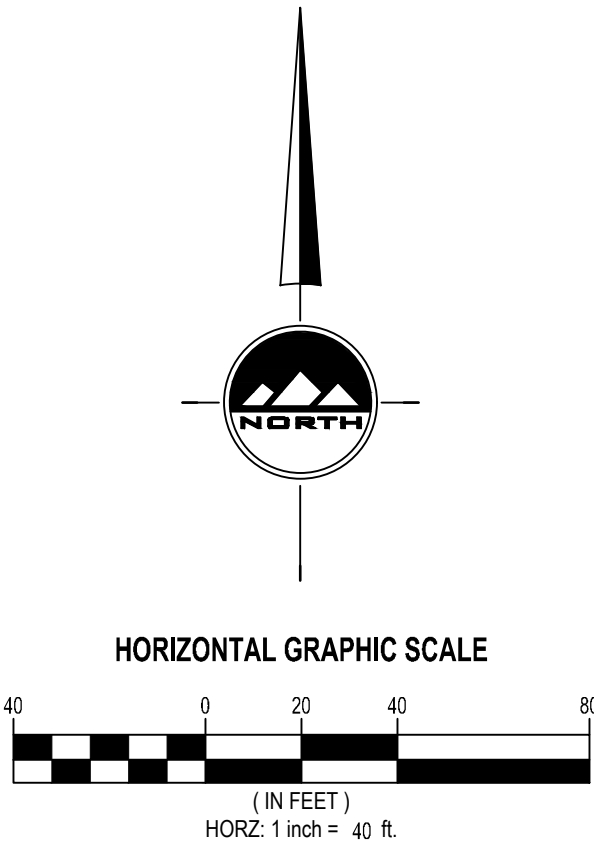
NORTH QUARTER CORNER OF SECTION 6
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE & MERIDIAN (FOUND)

ELEVATION = 4236.90



- GENERAL NOTES**
- THIS PLAN IS DESIGNED AS A FIRST APPRAISAL OF NECESSARY MEANS TO PROTECT THE WATERS OF THE STATE FROM POTENTIAL POLLUTION. IT IS THE RESPONSIBILITY OF THE OWNER/OPERATOR TO ADD WARRANTED BEST MANAGEMENT PRACTICES (BMP'S) AS NECESSARY, MODIFY THOSE SHOWN AS APPROPRIATE, AND DELETE FROM THE PROJECT THOSE FOUND TO BE UNNECESSARY. FEDERAL AND STATE LAW ALLOWS THESE UPDATES TO BE MADE BY THE OWNER/OPERATOR ONSITE AND RECORDED BY THE OWNER/OPERATOR ON THE COPY OF THE SWPPP KEPT ONSITE.
 - DISTURBED LAND SHALL BE KEPT TO A MINIMUM. STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. HOWEVER, WHERE CONSTRUCTION ACTIVITY ON A PORTION OF THE SITE IS TEMPORARILY CEASED, AND EARTH DISTURBING ACTIVITIES WILL BE RESUMED WITHIN 21 DAYS, TEMPORARY STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE.
 - RESEED DISTURBED LAND WITH NATIVE GRASS MIXTURE WITHIN 14 CALENDAR DAYS OF ACHIEVEMENT OF FINISH GRADE TO STABILIZE SOILS IF LAND IS NOT TO BE RE-WORKED WITHIN 14 CALENDAR DAYS OF THE CESSATION OF CONSTRUCTION ACTIVITIES AT THAT LOCATION.
 - DETAILS SHOWN ARE TO BE EMPLOYED TO PROTECT RUNOFF AS APPROPRIATE DURING CONSTRUCTION. NOT ALL DETAILS ARE NECESSARY AT ALL PHASES OF THE PROJECT. IT SHALL BE THE RESPONSIBILITY OF THE OWNER/OPERATOR TO USE APPROPRIATE BEST MANAGEMENT PRACTICES AT THE APPROPRIATE PHASE OF CONSTRUCTION. SEE SWPPP FOR BMP IMPLEMENTATION SCHEDULE.
 - VARIOUS BEST MANAGEMENT PRACTICES HAVE BEEN SHOWN ON THE PLANS AT SUGGESTED LOCATIONS. THE CONTRACTOR MAY MOVE AND RECONFIGURE THESE BMP'S TO OTHER LOCATIONS IF PREFERRED, PROVIDED THE INTENT OF THE DESIGN IS PRESERVED.
 - NOT ALL POSSIBLE BMP'S HAVE BEEN SHOWN. THE CONTRACTOR IS RESPONSIBLE TO APPLY CORRECT MEASURES TO PREVENT THE POLLUTION OF STORM WATER PER PROJECT SWPPP.
 - A UPDES (UTAH POLLUTANT DISCHARGE ELIMINATION SYSTEM) PERMIT IS REQUIRED FOR ALL CONSTRUCTION ACTIVITIES 1 ACRE OR MORE.

REVISION SCHEDULE			
NUMBER	DATE	AUTHOR	COMPANY REPRESENTATIVE SIGNATURE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			





EN SIGN

THE STANDARD IN ENGINEERING

LAYTON

919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY

Phone: 801.255.0529

TOOELE

Phone: 435.843.3590

CEDAR CITY

Phone: 435.866.1453

RICHFIELD

Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
BARLOW REALTY
377 NORTH MAIN STREET
LAYTON, UTAH 84041

CONTACT:
DUNCAN BARLOW
PHONE: 801-896-0643

**WILDFIRE ESTATES SUBDIVISION
PHASE 4**

**200 SOUTH 4700 WEST
WEST POINT, UTAH**



NO.	DATE	REASON	BY
1		FOR REVIEW	
2			
3			
4			
5			
6			
7			
8			

**EROSION/CONTROL
PLAN**

PROJECT NUMBER
L2365

DRAWN BY
J.MOSS

PROJECT MANAGER
C.PRESTON

PRINT DATE
8/24/21

CHECKED BY
T.SHAFFER

C-300

CITY COUNCIL STAFF REPORT



Subject: Sewer Impact Fee
Author: Boyd Davis
Department: Engineering
Meeting Date: December 7, 2021

Background

During the past several months we have been in the process of preparing an Impact Fee Facilities Plan (IFFP) for the proposed sewer system in the annexation area on the northwest corner of the City. We have also been preparing the impact fee analysis for the proposed sewer system. We have worked closely with Bowen Collin's Engineers, a consulting firm, to complete the impact fee analysis. They will be at the City Council meeting to answer any questions that you may have.

Analysis

The service area for the proposed sewer system will be a new service area that has never had an impact fee. This new service area will be separate from the current service area of the City and will have its own fee that will be unique to that area. We expect the fee in this area to be much higher than the impact fee for other areas of the City because this will be a brand new system and nearly 100% of the costs will be borne by new growth. It should also be noted that the service area is currently outside of the City boundaries. The City will not be able to impose the impact fee until the area is annexed into the City.

The purpose of the impact fee facilities plan is to identify new projects that will be required to meet the future needs. It also provides an estimated cost of the improvements and possible financing sources. The Executive Summary for the storm drain Impact Fee Analysis states the following:

A fair impact fee is calculated by dividing the cost of existing and future facilities by the amount of new growth that will benefit from the unused capacity. Only the capacity that is needed to serve the projected growth within in the next ten years is included in the fee. Costs used in the calculation of impact fees include:

- New facilities required to maintain (but not exceed) the proposed level of service in the system; only those expected to be built within ten years are considered in the final calculations of the impact fee.
- Historic costs of existing facilities that will serve new development
- Cost of professional services for engineering, planning, and preparation of the Impact Fee Facilities Plan and impact fee analysis

Costs not used in the impact fee calculation

- Operational and maintenance costs
- Cost of facilities constructed beyond 10 years
- Cost associated with capacity not expected to be used within 10 years
- Cost of facilities funded by grants, developer contributions, or other funds which West Point City is not required to repay
- Cost of renovating or reconstructing facilities which do not provide new capacity or needed enhancement of services to serve future development

IMPACT FEE CALCULATION

Impact fees for this analysis were calculated by dividing the proportional cost of facilities required to service 10-year growth by the amount of growth expected over the next 10-years based on ERUs. This is done for all of the needed gravity collection, lift station, and force main facilities within the study area. Calculated impact fees by component are summarized in Table ES-1.

Table ES-1
Impact Fee Calculation per ERU – West Point City Service Area

System Components	Total Cost of Component	% Serving 10-year Growth	Cost Serving 10-year Growth	10-year ERUs Served	Cost Per ERU
Collection Facilities					
10-Year Projects	\$ 15,784,110	24.5%	\$ 3,870,251	1049	\$ 3,689
10-Year Project Interest Costs	\$ 6,760,806	24.5%	\$ 1,657,744	1049	\$ 1,580
Credit for User Fees Paid Toward Existing					\$ (128.96)
Subtotal	\$ 22,544,916		\$ 5,527,995		\$ 5,141
Studies					
All Studies	\$ 65,300	96.3%	\$ 62,867	1049	\$ 59.93
TOTAL	\$ 22,610,216		\$ 5,590,862		\$ 5,201

Before enacting the impact fee ordinance, the State Code requirements must be followed as outlined below:

1. Publish a notice of a public hearing on the State Website.

2. Make a copy of the report available to the public.
3. Obtain a written certification from the consultant.
4. Make a copy of the ordinance available to the public.
5. Hold a public hearing.
6. Adopt the impact fee ordinance.

Following the public hearing, the Council will consider adopting the new fee. If adopted, the fee will go into effect 90 days after the date the ordinance is passed.

At the last meeting a developer that has a project in this new service area asked that the action be tabled until he had more time to review the proposed fee. The action was tabled, and staff has had the chance to discuss some concerns with the developer. He believes that he should be exempt from the new impact fee because he built his own lift station, among other things. However, the lift station he built is a project level improvement and not impact fee eligible. It was not part of our sewer masterplan and is considered temporary. When the masterplan lift station is built his lift station will be abandoned and the residents in that area will be served by the master planned lift station.

After reviewing the concerns with the consultant that wrote the impact fee analysis, we believe that the impact fee is defensible and that it should apply to all developments within the new service area. The developer does have a couple of options. First, he has the right to pay the existing lower impact fee for all lots in his development before the new impact fee is enacted. Second, he has the right to file a formal challenge of the impact fee. If he chooses to challenge the fee we will cooperate in any way possible to address the challenge and will comply with any outcomes of the challenge.

Recommendation

Staff recommends approval of Ordinance 11-16-2021B and that the impact fee be set at \$5,200

Significant Impacts

A new impact fee of \$5,200 will be charged to all new residents in the service area

Attachments

Ordinance 11-16-2021B
Impact Fee Facilities Plan
Impact Fee Analysis

ORDINANCE NO. 12-07-2021A

**AN ORDINANCE ADOPTING AN IMPACT FEE FACILITIES PLAN AND AN
IMPACT FEE ENACTMENT AND CREATING A NEW SERVICE AREA
FOR THE SANITARY SEWER SYSTEM AND NOTICE OF PUBLIC HEARING**

WHEREAS, West Point City (the "City") is a political subdivision of the State of Utah, authorized and organized under applicable provisions of Utah law; and

WHEREAS, the City has legal authority, pursuant to Title 11, Chapter 36a of the Utah Code Annotated, as amended ("Impact Fees Act" or "Act"), to impose development impact fees as a condition of development approval, which impact fees are used to defray capital infrastructure costs attributable to new development activity; and

WHEREAS, the City has previously enacted and imposed impact fees for facilities plans, known and referred to as the "Sanitary Sewer Impact Fee", as more particularly set forth in the West Point City Fee Schedule; and

WHEREAS, the City desires to amend such fees and to create an additional service area to be referred to hereafter as "Sanitary Sewer Impact Fee" in accordance with applicable provisions of the Impact Fees Act in order to appropriately assign capital infrastructure costs to development in an equitable and proportionate manner as more particularly provided herein; and

WHEREAS, the City properly noticed its intent to prepare the Sanitary Sewer Impact Fee Facilities Plan and the Impact Fee Analysis as required by law and the City has through its consultants, completed the Sanitary Sewer Impact Fee Facilities Plan and Impact Fee Analysis in accordance with applicable provisions of the Impact Fees Act, which Sanitary Sewer Impact Fee Facilities Plan and Impact Fee Analysis are more particularly described and adopted herein; and

WHEREAS, the City has provided the required notice and held a public hearing before the City Council regarding the proposed Sanitary Sewer Impact Fees, Sanitary Sewer Impact Fee Facilities Plan and Sanitary Sewer Impact Fee Analysis in accordance with applicable provisions of the Impact Fees Act; and

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

**SECTION I
PURPOSE**

This Sanitary Sewer Impact Fees Ordinance establishes the City's Sanitary Sewer Impact Fees policies and procedures and is promulgated pursuant to Title 11, Chapter 36a, Part 4, Enactment of Impact Fees, and other requirements of the Impact Fees Act. This Ordinance adopts Sanitary Sewer Impact Fees for Sanitary Sewer facilities within a new Service Area as defined herein, provides a schedule of Sanitary Sewer Impact Fees for development activity, and

sets forth direction for challenging, modifying and appealing Sanitary Sewer Impact Fees. This Ordinance does not replace, supersede, or modify the existing Sanitary Sewer Impact Fee ordinance for the existing service area of the City, nor any ordinance regarding impact fees unrelated to Sanitary Sewer facilities and improvements.

SECTION II DEFINITIONS

Words and phrases that are defined in the Impact Fees Act shall have the same definition in this Sanitary Sewer Impact Fees Ordinance. The following words and phrases are defined as follows:

1. "*City*" means a political subdivision of the State of Utah and is referred to herein as the City of West Point, Utah.

2. "*Development Activity*" means, except as otherwise provided in the Impact Fees Act, any construction or expansion of a building, structure or use, any change in use of a building or structure, or any changes in the use of land within the Service Area that creates additional demand and need for public facilities related to Sanitary Sewer.

3. "*Development Approval*" means any written authorization from the City that authorizes the commencement of development activity.

4. "*Impact Fee*" means a payment of money imposed upon new development activity as a condition of development approval to mitigate the impact of the new development on public infrastructure. "Impact fee" does not include a tax, special assessment, building permit fee, hookup fee, fee for project improvements, or other reasonable permit or application fee.

5. "*Impact Fee Analysis*" means the written analysis of each impact fee required by Section 11-36a-303 of the Impact Fees Act.

6. "*Impact Fee Facilities Plan*" means the plan required by Section 11-36a-301 of the Impact Fees Act.

7. "*Project Improvements*" means site improvements and facilities that are: planned and designed to provide service for development resulting from a Development Activity; necessary for the use and convenience of the occupants or users of development resulting from a Development Activity; and not identified or reimbursed as a system improvement. "Project Improvements" does not mean system improvements as more particularly defined herein.

8. "*Proportionate Share*" means the cost of public facility improvements that are roughly proportionate and reasonably related to the service demands and needs of any Development Activity.

9. "*Public Facilities*" means impact fee facilities as defined in the Impact Fees Act that have a life expectancy of 10 or more years and are owned or operated by or on behalf of a local political subdivision or private entity. For purposes of this Ordinance, and as defined in the

Impact Fees Act, impact fee facilities include "Sanitary Sewer facilities" of the City for the Service Area.

10. "*Service Area*" means a geographic area designated by the City on the basis of sound planning or engineering principles in which a public facility, or a defined set of public facilities, provides service within the area. The Service Area for purposes of this Ordinance is more particularly described in Section V.

11. "*System Improvements*" means existing public facilities that are: identified in the impact fee analysis under Section 11-36a-304 of the Impact Fees Act; and designed to provide services to service areas within the community at large and future public facilities identified in the impact fee analysis under Section 11-36a-304 that are intended to provide service to service areas within the community at large. "System Improvements" do not include project improvements as defined herein.

SECTION III STATUTORY AUTHORITY AND RESTRICTIONS

1. *Impact Fees Act Authority.* The City is authorized to impose impact fees subject to and in accordance with applicable provisions of the Impact Fees Act. An impact fee is defined as a payment of money imposed upon new development activity as a condition of development approval to mitigate the impact of the new development on public infrastructure. Impact fees may only be established for public facilities as defined in Section 11-36a-102 that have a life expectancy of 10 or more years and are owned or operated by or on behalf of a local political subdivision. Public facilities for which impact fees may be imposed include public facilities for Sanitary Sewer facilities.

2. *Impact Fees Act Restrictions.* Pursuant to Section 11-36a-202 of the Impact Fees Act, the City may not impose an impact fee to: (1) cure deficiencies in public facilities serving existing development; (2) raise the established level of service of a public facility serving existing development; (3) recoup more than the local political subdivision's costs actually incurred for excess capacity in an existing system improvement; or (4) include an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the Federal Office of Management and Budget for federal grant reimbursement.

SECTION IV SERVICE AREA

The Impact Fees Act requires the City to establish one or more service areas within which the City will calculate and impose a particular impact fee. The City currently has one service area that includes all of the area within the West Point City Corporate Boundaries as they currently exist. Said service area was created and defined by Ordinance 08-21-2018C and remains in place. This new ordinance creates a new service area informally known as the "Proposed Annexation Area" and is defined and depicted on a map in the Impact Fee Facilities Plan attached hereto.

SECTION V IMPACT FEE FACILITIES PLAN

1. *Impact Fee Facilities Plan Required.* Pursuant to Section 11-36a-301 of the Impact Fees Act, before imposing or amending an impact fee, the City is required to prepare an impact fee facilities plan to determine the public facilities required to serve development resulting from new development activity. The impact fee facilities plan shall identify the demands placed upon existing public facilities by new development activity and the proposed means by which the City will meet those demands.

2. *Sanitary Sewer Impact Fee Facilities Plan.* The City has, through its consultants, researched and analyzed the factors set forth in Section 11-36a-302 of the Impact Fees Act and has caused to be prepared a Sanitary Sewer Impact Fee Facilities Plan ("IFFP"), as more particularly set forth in Exhibit A, attached hereto and incorporated herein by this reference. The Sanitary Sewer IFFP has been prepared based on reasonable growth assumptions for the City and general demand characteristics of current and future users of Sanitary Sewer facilities. The Sanitary Sewer IFFP identifies the impact on system improvements created by development activity and estimates the proportionate share of the costs of impacts on system improvements that are reasonably related to new development activity. As shown in the Sanitary Sewer IFFP, the City has considered all revenue sources to finance the impacts on system improvements, including grants, bonds, interfund loans, impact fees, and anticipated or accepted dedications of system improvements. The Sanitary Sewer IFFP establishes that impact fees are necessary to maintain proposed level of service that complies with applicable provisions of Section 11-36a 302 of the Impact Fees Act.

3. *Plan Certification.* The Sanitary Sewer IFFP includes a written certification in accordance with Section 11-36a-306 of the Impact Fees Act from the person or entity that prepared the plan certifying that the Sanitary Sewer IFFP complies in each and every relevant respect with the Impact Fees Act.

4. *Compliance with Noticing Requirements.* All noticing requirements set forth in the Impact Fees Act, including, but not limited to, provisions of Title 11, Chapter 36a, Part 5, Notice, including notice of intent to prepare an impact fee facilities plan, notice to adopt or amend an impact fee facilities plan, notice of preparation of impact fee analysis, and notice of intent to adopt impact fee enactment, have been provided. Copies of the Sanitary Sewer IFFP and Sanitary Sewer IFA, together with a summary designed to be understood by a lay person, and this Impact Fee Ordinance, have been made available to the public by placing a copy of the Sanitary Sewer IFFP and Sanitary Sewer IFA, together with the summary, and this Ordinance, in the City Recorder's Office at West Point City Hall at least ten (10) days before the public hearing.

5. *Adoption of Sanitary Sewer Impact Fee Facilities Plan.* The Sanitary Sewer IFFP as set forth in Exhibit A is hereby adopted in its entirety by the City in accordance with applicable provisions of the Impact Fees Act.

SECTION VI IMPACT FEE ANALYSIS

1. *Impact Fee Analysis Required.* Pursuant to Section 11-36a-303 of the Impact Fees Act, each local political subdivision intending to impose an impact fee shall prepare a written analysis of each impact fee to be imposed and a summary of the impact fee analysis designed to be understood by a lay person. The impact fee analysis shall identifies the anticipated impact on or consumption of any existing capacity of a public facility by the anticipated development activity; identify the anticipated impact on system improvements required by the anticipated development activity to maintain the established level of service for each public facility; demonstrate how the anticipated impacts are reasonably related to the anticipated development activity; estimate the proportionate share of the costs for existing capacity that will be recouped and the costs of impacts on system improvements that are reasonably related to the new development activity and identify how the impact fee is calculated.

2. *Sanitary Sewer Impact Fee Analysis.* The City has, through its consultants, researched and analyzed the factors set forth in Section 11-36a-304 of the Impact Fees Act, including the proportionate share analysis required therein, and has caused to be prepared a Sanitary Sewer Impact Fee Analysis ("IFA"), as more particularly set forth in Exhibit A, attached hereto and incorporated herein by this reference. The Sanitary Sewer IFA identifies the impacts upon public facilities required by the development activity and demonstrates how those impacts on system improvements are reasonably related to the development activity, estimates the proportionate share of the costs of impacts on system improvements that are reasonably related to the development activity, and identifies how the Sanitary Sewer Impact Fees are calculated.

3. *Analysis Certification.* The Sanitary Sewer IFA includes a written certification in accordance with Section 11-36a-306 of the Impact Fees Act from the person or entity that prepared the analysis certifying that the Sanitary Sewer IFA complies in each and every relevant respect with the Impact Fees Act.

4. *Compliance with Noticing Requirements.* All noticing requirements set forth in the Impact Fees Act, including, but not limited to, provisions of Title 11, Chapter 36a, Part 5, Notice, including notice of intent to prepare an impact fee facilities plan, notice to adopt or amend an impact fee facilities plan, notice of preparation of impact fee analysis, and notice of intent to adopt impact fee enactment, have been provided. Copies of the Sanitary Sewer IFFP and Sanitary Sewer IFA, together with a summary designed to be understood by a lay person, and this Impact Fee Ordinance, have been made available to the public by placing a copy of the Sanitary Sewer IFFP and Sanitary Sewer IFA, together with the summary, and this Ordinance, in City Recorder's Office at West Point City Hall at least ten (10) days before the public hearing.

5. *Adoption of Sanitary Sewer Impact Fee Analysis.* The Sanitary Sewer IFA as set forth in Exhibit A is hereby adopted in its entirety by the City in accordance with applicable provisions of the Impact Fees Act.

SECTION VII

CALCULATION OF IMPACT FEE

1. *Impact Fee Calculations.* Pursuant to Section 11-36a-305, in calculating an impact fee, the City may include: the construction contract price; the cost of acquiring land, improvements, materials, and fixtures; the cost for planning, surveying, and engineering fees for services provided for and directly related to the construction of the system improvements; and debt service charges if the City might use impact fees as a revenue stream to pay principal and interest on bonds, notes, or other obligations issued to finance the costs of the system improvements. In calculating the proposed Sanitary Sewer Impact Fees, the City has based such amounts calculated on realistic estimates and the assumptions underlying such estimates are more particular disclosed in the Sanitary Sewer IFA set forth in Exhibit A.

2. *Previously Incurred Costs.* To the extent that new growth and development will be served by previously constructed improvements, the City's Sanitary Sewer Impact Fees may include public facility costs and outstanding bond costs related to the Sanitary Sewer improvements previously incurred by the City. However, as provided in the Sanitary Sewer IFA, a buy-in component is not contemplated in the analysis and therefore the interest costs associated with any outstanding Sanitary Sewer bond obligations have not been included in the calculation of the Sanitary Sewer Impact Fee.

SECTION VIII IMPACT FEE SCHEDULE AND FORMULA

1. *Impact Fee Schedule or Formula Required.* Pursuant to Section 11-36a-402 of the Impact Fees Act, the City is required to provide a schedule of impact fees for each type of development activity that specifies the amount of the impact fee to be imposed for each type of system improvement or the formula that the City will use to calculate each impact fee.

2. *Maximum Sanitary Sewer Impact Fee Schedule.* Based on the Sanitary Sewer IFA, the maximum Sanitary Sewer Impact Fees which the City may impose on development activity within the defined Service Area for Sanitary Sewer facilities is set forth in the following schedule:

Maximum Sanitary Sewer Impact Fee Schedule

Sanitary Sewer Impact Fee.....\$5,200 per ERU

3. *Rates Established by Resolution.* The City Council, by this Ordinance, approves the maximum Sanitary Sewer Impact Fees in accordance with the Sanitary Sewer IFA set forth in Exhibit A. The City reserves the right to establish the Sanitary Sewer Impact Fees as established in this Ordinance by Rate Resolution or Resolution amending the Consolidated Fee Schedule. In no event will the Sanitary Sewer Impact Fees established by Resolution exceed the maximum supportable Sanitary Sewer Impact Fee Schedule as set forth herein.

SECTION IX ADJUSTMENTS AND CREDITS

1. *Adjustments.* In accordance with Section 11-36a-402 of the Impact Fees Act, the City may adjust the Sanitary Sewer Impact Fees at the time the fee is charged to respond to unusual circumstances in specific cases, to address development activity by the State or school district, or to ensure that impact fees are imposed fairly. The Sanitary Sewer Impact Fees may be adjusted at the time the fee is charged in response to unusual circumstances or to fairly allocate costs associated with impacts created by a development activity or project. The Sanitary Sewer Impact Fees assessed to a particular development may also be adjusted should the developer supply sufficient written information, studies and/or data to the City showing a discrepancy between the fee being assessed and the actual impact on the system.

2. *Developer Credits.* In accordance with Section 11-36a-402 of the Impact Fees Act, a developer may be allowed a credit against Sanitary Sewer Impact Fees or proportionate reimbursement of Sanitary Sewer Impact Fees if the developer dedicates land for a system improvement, builds and dedicates some or all of a system improvement; or dedicates a public facility that the City and the developer agree will reduce the need for a system improvement; provided that the system improvement is: (i) identified in the City's Sanitary Sewer IFFP; and (ii) is required by the City as a condition of approving the development activity. To the extent required in Section 11-36a-402, the City shall provide a credit against Sanitary Sewer Impact Fees for any dedication of land for, improvement to, or new construction of any system improvements provided by the developer if the facilities are system improvements, as defined herein and included in the Sanitary Sewer IFFP; or are dedicated to the public and offset the need for an identified system improvement.

3. *Waiver for "Public Purpose".* The City Council may, on a project by project basis, authorize exceptions or adjustments to the Sanitary Sewer Impact Fees for those projects the City Council determines to be of such benefit to the community as a whole to justify the exception or adjustment. Such projects may include affordable housing and other development activities with broad public purposes. The City Council may elect to waive or adjust Sanitary Sewer Impact Fees for such projects. Applications for exceptions are to be filed with the City at the time the applicant first requests the extension of service to the applicant's development or property.

SECTION X NOTICE AND HEARING

1. *Notice.* All noticing requirements set forth in the Impact Fees Act, including, but not limited to, provisions of Title 11, Chapter 36a, Part 5, Notice, including notice of intent to prepare an impact fee facilities plan, notice to adopt or amend an impact fee facilities plan, notice of preparation of impact fee analysis, and notice of intent to adopt impact fee enactment, have been provided. Copies of the Sanitary Sewer IFFP and Sanitary Sewer IFA, together with a summary designed to be understood by a lay person, and this Impact Fee Ordinance, have been made available to the public by placing a copy of the Sanitary Sewer IFFP and Sanitary Sewer IFA, together with the summary, and this Ordinance, in the Recorder's Office at West Point City

Hall at least ten (10) days before the public hearing. Notice has also been provided in accordance with applicable provisions of Utah Code Ann. § 10-9a-205.

2. *Hearing.* The City Council held a public hearing regarding the Sanitary Sewer IFFP, the Sanitary Sewer IFA, and this Sanitary Sewer Impact Fee Ordinance, on September 7, 2021, and a copy of the Ordinance was available in its substantially final form at the City Recorder's Office in the West Point City Hall at least ten (10) days before the date of the hearing, all in conformity with the *requirements* of Utah Code Ann. § 70-9a-205 and applicable noticing provisions of the Impact Fees Act.

SECTION XI IMPACT FEE ACCOUNT AND EXPENDITURES

1. *Impact Fees Accounting.* Pursuant to Section 11-36a-601 of the Impact Fees Act, the City will establish a separate interest bearing ledger account for each type of public facility for which an impact fee is collected, deposit a receipt for an impact fee in the appropriate ledger account established herein, and retain the interest earned on each fund or ledger account in the fund or ledger account.

2. *Reporting.* At the end of each fiscal year, the City shall prepare a report on each fund or ledger account showing the source and expenditures as required by law. Annually, the City shall produce and transmit to the State Auditor a certified report in accordance with Section 11-36a-601 in a format developed by the State Auditor.

3. *Impact Fee Expenditures.* Pursuant to Section 11-36a-602 of the Impact Fees Act, the City may expend Sanitary Sewer Impact Fees only for a system improvement: (i) identified in the Sanitary Sewer IFFP; and (ii) for the specific public facility type for which the fee was collected. Impact fees will be expended on a First-In First-Out basis.

4. *Time of Expenditure.* Except as otherwise provided by law, the City shall expend or encumber Sanitary Sewer Impact Fees for a permissible use within six (6) years of their receipt. For purposes of this calculation, the first funds received shall be deemed to be the first funds expended.

5. *Extension of Time.* Pursuant to Section 11-36a-602 of the Impact Fees Act, the City may hold the impact fees for longer than six (6) years if it identifies in writing: (i) an extraordinary and compelling reason why the fees should be held longer than six (6) years; and (ii) an absolute date by which the fees will be expended.

6. *Refunds.* Pursuant to Section 11-36a-603 of the Impact Fees Act, the City shall refund any Sanitary Sewer Impact Fees paid by a developer, plus interest earned, when: (i) the developer does not proceed with the development activity and has a written request for a refund; (ii) the fees have not been spent or encumbered; and (iii) no impact has resulted. An impact that would preclude a developer from a refund from the City may include any impact reasonably identified by the City, including, but not limited to, the City having sized facilities and/or paid for, installed and/or caused the installation of facilities based in whole or in part upon the

developer's planned development activity even though that capacity may, at some future time, be utilized by another development.

7. *Other Impact Fees.* To the extent allowed by law, the City Council may negotiate or otherwise impose impact fees and other fees different from those currently charged. Those charges may, at the discretion of the City Council, include but not be limited to reductions or increases in impact fees, all or part of which may be reimbursed to the developer who installed improvements that service the land to be connected with the City's system.

8. *Additional Fees and Costs.* The Sanitary Sewer Impact Fees authorized herein are separate from and in addition to user fees and other charges lawfully imposed by the City and other fees and costs that may not be included as itemized component parts of the Sanitary Sewer Impact Fee Schedule. In charging any such fees as a condition of development approval, the City recognizes that the fees must be a reasonable charge for the service provided.

9. *Fees Effective at Time of Payment.* Unless otherwise provided in the City's Consolidated Fee Schedule, the City will collect the Sanitary Sewer Impact Fees prior to final plat recording or prior to building permit issuance, as applicable. The fees will be calculated by the City. Unless the City is otherwise bound by a contractual requirement, the Sanitary Sewer Impact Fees shall be determined from the fee schedule in effect at the time of payment.

10. *Imposition of Additional Fee or Refund after Development.* Should any developer undertake development activities such that the ultimate acreage or other impact of the development activity is not revealed to the City, either through inadvertence, neglect, a change in plans, or any other cause whatsoever, and/or the Sanitary Sewer Impact Fee is not initially charged against all acreage within the development, the City shall be entitled to charge an additional Sanitary Sewer Impact Fee to the developer or other appropriate person covering the acreage for which an impact fee was not previously paid.

SECTION XII CHALLENGES TO IMPACT FEES

1. *Request for Information.* Pursuant to Section 11-36a-701, a person or entity required to pay a Sanitary Sewer Impact Fee who believes the impact fee does not meet the requirements of law may file a written request for information with the City Manager. As required by law, the City Manager shall, within two (2) weeks after the receipt of the request for information provide the person or entity with the Sanitary Sewer IFFP, the Sanitary Sewer IFA, and any other relevant information relating to the Sanitary Sewer Impact Fee.

2. *Advisory Opinion.* A potentially aggrieved person may request an advisory opinion from a neutral third party regarding compliance of the Sanitary Sewer Impact Fees with the Impact Fees Act by filing such request with the Office of the Property Rights Ombudsman in accordance with the procedures and provisions of Title 13, Chapter 43, known as the Property Rights Ombudsman Act. The aggrieved party requesting an advisory opinion is not required to exhaust the administrative appeals procedures set forth in Subsection 4 before requesting an advisory opinion.

3. *Appeal.* A person or entity that has paid Sanitary Sewer Impact Fees under the provisions of this Ordinance may challenge such impact fees pursuant to the provisions set forth in Title 11, Chapter 36a, and Part 7 of the Impact Fees Act regarding Challenges.

- a. *Grounds for Challenge.* Pursuant to Section 11-36a-701, a person or entity that has paid Sanitary Sewer Impact Fees under the provisions of this Ordinance may challenge: (1) the impact fees; (2) whether the City complied with the notice requirements of the Impact Fees Act with respect to the imposition of the impact fees; and/or (3) whether the City complied with other procedural requirements of the Impact Fees Act for imposing the impact fee.
- b. *Sole Remedy.* The sole remedy for challenging the notice requirements is the equitable remedy of requiring the City to correct the defective notice and repeat the process. The sole remedy for challenging the impact fee is a refund of the difference between what the person or entity paid as an impact fee and the amount the impact fee should have been if it had been correctly calculated. Reasonable attorney's fees may be awarded to the substantially prevailing party to the extent provided in the Impact Fees Act.
- c. *Imitation.* A challenge to an impact fee is initiated by filing:
 - i. An appeal to the City Council pursuant to the administrative appeal procedures set forth herein;
 - ii. A request for arbitration as provided in Section 11-36a-705 of the Impact Fees Act; or
 - iii. An action in district court.
- d. *Time Restrictions.* The time for filing a challenge to the impact fees shall be filed in accordance with the time limitations set forth in Section 11-36a-702, depending upon the type of challenge. The deadline to file an action in district court is tolled from the date that a challenge is filed using the administrative procedures set forth in Subsection 4 until thirty (30) days on which a final decision is rendered in the administrative appeals procedure.

4. *Administrative Appeal Procedure.* The City hereby adopts an administrative appeal procedure to consider and decide challenges to the Sanitary Sewer Impact Fees. Any person or entity that has paid a Sanitary Sewer Impact Fee pursuant to this Ordinance may challenge or appeal the impact fee by filing written notice of administrative appeal with the City Manager within thirty (30) days after the day on which the person or entity paid the impact fee. The notice of appeal shall set forth the grounds for the appeal and shall include any applicable filing fees as set forth in the City's Consolidated Fee Schedule. Upon receiving the written notice of appeal, the City Council shall set a hearing date to consider the merits of the challenge or appeal. The person or entity challenging or appealing the fee may appear at the hearing and present any written or oral evidence deemed relevant to the challenge or appeal. Representatives of the City may also appear and present evidence to support the imposition of the fee. The City Council

shall hold a hearing and make a decision within thirty (30) days after the date the challenge or appeal is filed.

5. *Mediation.* In addition to the methods of challenging an impact fee as provided herein, a specified public agency may require the City to participate in mediation of any applicable impact fee in accordance with the provisions of Section 17-36a-704 of the Impact Fees Act. A written request for mediation must be filed in accordance with Section 11-36a-704 no later than thirty (30) days after the day on which the impact fee is paid.

6. *Declaratory Judgment Action.* Pursuant to Section 11-36a-701, a person or entity residing in or owning property within the Service Area, or an organization, association, or a corporation representing the interests of persons or entities owning property within the Service Area are deemed to have standing to file a declaratory judgment action challenging the validity of an impact fee.

SECTION XIII MISCELLANEOUS

1. *Severability.* If any section, subsection, paragraph, clause or phrase of this Sanitary Sewer Impact Fee Ordinance shall be declared invalid for any reason, such decision shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect, and for this purpose, the provisions of this Sanitary Sewer Impact Fee Ordinance are declared to be severable.

2. *Interpretation.* This Sanitary Sewer Impact Fee Ordinance has been divided into sections, subsections, paragraphs and clauses for convenience only and the interpretation of this Ordinance shall not be affected by such division or by any heading contained herein.

3. *Other Impact Fees Not Repealed.* Except as otherwise specifically provided herein, this Sanitary Sewer Impact Fee Ordinance shall not repeal, modify or affect any impact fee of the City in existence as of the effective date of this Ordinance.

SECTION XIV EFFECTIVE DATE

In accordance with the provisions of Utah Code Ann. Section 11-36a-401, this ordinance and the impact fees adopted herein or pursuant hereto shall take effect immediately upon approval of this ordinance.

[Signature Page to Follow]

PASSED AND APPROVED this 16th Day of November, 2021.

Mayor Erik Craythorne

[SEAL]

VOTING:

Jerry Chatterton	Yea__	Nay__
Andy Dawson	Yea__	Nay__
Kent Henderson	Yea__	Nay__
Gary L. Petersen	Yea__	Nay__
Annett Judd	Yea__	Nay__

ATTEST:

Casey Arnold
City Recorder

SEWER IMPACT FEE FACILITIES PLAN

SEPTEMBER 2021

Prepared for:



Prepared by:



TABLE OF CONTENTS

EXECUTIVE SUMMARY SEWER IMPACT FEE FACILITIES PLAN ES-1

 Why Is An IFFP Needed..... ES-1

 Projected Future Growth..... ES-1

 Level Of Service..... ES-2

 Existing Capacity Available to Serve Future Growth ES-3

 Required System Improvements..... ES-3

IMPACT FEE FACILITIES PLAN (SEWER) 1

 Introduction..... 1

 Service Area 1

 Impact Fee Facility Plan Components..... 1

 Existing Level Of Service – Utah Code Annotated 11-36A-302(1)(A)(I)..... 2

 Unit of Demand..... 2

 Performance Standard..... 2

 Existing Level of Service Summary 3

 Proposed Level of Service - Utah Code Annotated 11-36A-302(1)(A)(II)..... 3

 Proposed Level of Service Summary 4

 Excess Capacity to Accommodate Future Growth - Utah Code Annotated 11-36A-302(1)(A)(III) 4

 Demands Placed on Facilities by New Development - Utah Code Annotated 11-36A-302(A)(IV)..... 4

 Infrastructure Required to Meet Demands of New Development - Utah Code Annotated 11-36A-302(1)(A)(V)..... 5

 10 Year Improvement Plan..... 5

 Project Cost Attributable to Future Growth 7

 Project Cost Attributable to 10 Year Growth 7

 Basis of Construction Cost Estimates 7

 Additional Considerations..... 8

 Manner of Financing – Utah Code Annotated 11-36A-302(2)..... 8

 Federal and State Grants and Donations..... 8

 Bonds..... 8

 User Rate Revenue..... 8

 Impact Fees..... 8

 Developer Dedications and Exactions 8

 Necessity of Improvements to Maintain Level of Service - Utah Code Annotated 11-36A-302(3)..... 9

 School Related Infrastructure - Utah Code Annotated 11-36A-302(2) 9

 Noticing and Adoption Requirements - Utah Code Annotated 11-36A-502..... 9

 Impact Fee Certification - Utah Code Annotated 11-36A-306(1)..... 10

**TABLE OF CONTENTS
(continued)**

LIST OF TABLES

No.	Title	Page No.
ES-1	West Point Service Area Projections	ES-1
ES-2	Service Area Historic Flows.....	ES-2
ES-3	Sanitary Sewer Level of Service.....	ES-2
ES-4	Project Costs Allocated to Projected Development, 10 Year Planning Horizon	ES-4
1	Service Area Historic Flows and Definition of an ERU.....	2
2	Proposed Sanitary Sewer Level of Service	4
3	West Point Projections of Growth	4
4	Project Costs Allocated to Projected Development, 10 Year Planning Horizon	6

LIST OF FIGURES

No.	Title	On or Following Page No.
1	West Point City 2020 Sanitary Sewer Study Area	ES-1
2	West Point City 2020 Sanitary Sewer IFFP Project List.....	ES-3

EXECUTIVE SUMMARY

SEWER IMPACT FEE FACILITIES PLAN

The purpose of an Impact Fee Facilities Plan (IFFP) is to identify demands placed upon West Point City facilities by future development within the city and future annexation areas and to evaluate how these demands will be met by West Point City. The IFFP is also intended to outline the improvements which may be funded through impact fees.

WHY IS AN IFFP NEEDED

The IFFP provides a technical basis for assessing updated impact fees throughout West Point City. This document addresses the future infrastructure needed to serve the study area within West Point City, see Figure 1. The existing and future capital projects documented in this IFFP will ensure that level of service standards is maintained for all existing and future residents who reside within the service area. Local governments must pay strict attention to the required elements of the Impact Fee Facilities Plan which are enumerated in the Impact Fees Act.

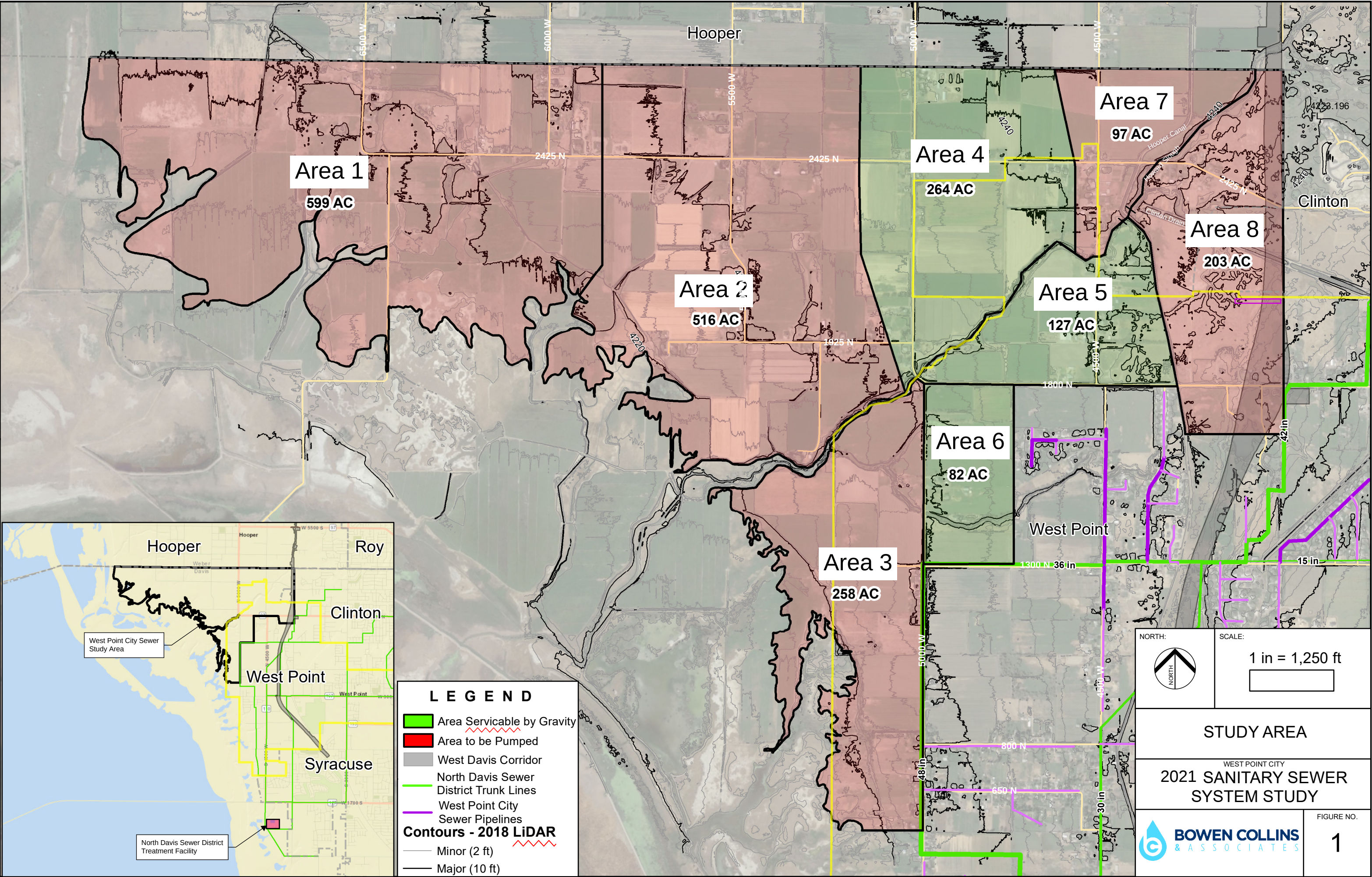
PROJECTED FUTURE GROWTH

Before evaluating system capacity, it is first necessary to calculate the demand associated with existing development and projected growth. Using available information for existing development and growth projections from City Officials it was determined that 104.9 ERUs would be developed each year. Projected growth in system demand is summarized in Table ES-1 in terms of Equivalent Residential Units (ERUs).

Table ES-1
West Point Service Area Projections

Year	Connected Service Area ERUs	Estimated Dry Weather Sewer Flows (MGD)
2021	0	0.00
2031	1,049	0.27
2041	2,098	0.53
2051	3,147	0.80
2061	4,196	1.07
2066	4,721	1.20

An ERU represents the demand that a typical single-family residence places on the system. Service Area ERUs shows the existing ERUs within the study area. The basis of an ERU for historical flow rates is summarized in Table ES-2.



**Table ES-2
Service Area Historic Flows**

Item	Value for Existing Conditions ¹	Value for 10-Year Growth	Total 10-Year Conditions
Equivalent Residential Connections (ERUs)	n/a	1,049	1,049
Domestic Wastewater Production (mgd)	n/a	0.23	0.23
Infiltration, Maximum Month (mgd)	n/a	0.04	0.04
Average Day, Maximum Month Flow (mgd)	n/a	0.27	0.27
Peak Hour Flow (mgd)	n/a	0.84	0.84
Flows per ERU			
Domestic Wastewater Production (gpd/ERU)	220	220	220
Average Day, Maximum Month Flow (gpd/ERU)	255	255	255
Peak Hour Flow (gpd/ERU)	800.7	800.7	800.7

¹There is no existing regional sewer collection system within the study area. All existing residents are serviced by individual septic systems or temporary lift stations. Residents are anticipated to connect to a regional sewer system as it becomes available.

LEVEL OF SERVICE

Level of service is defined in the Impact Fees Act as “the defined performance standard or unit of demand for each capital component of a public facility within a service area”. Summary values for both existing and proposed levels of service are contained in Table ES-3.

**Table ES-3
Sanitary Sewer Level of Service**

	Existing Level of Service ²	Proposed Level of Service
Gravity Lines - Maximum Ratio of Flow ¹ to Pipeline Capacity/Percent of Collection System that Meets the Standard	n/a	0.75/100%
Force Mains - Maximum Velocity (ft/s)/Percent of Collection System that Meets the Standard	n/a	7/100%
Lift Station - Maximum Ratio of Peak Flow to Pumping Capacity/Percent of Collection System that Meets the Standard	n/a	0.85/100%
Design Flow - Average Day, Peak Month Flow (gpd per ERU)	n/a	255

¹ Peak hour, dry weather flow

²No existing level of service within study area because there is no existing sewer collection system. The level of service was determined based on industry standards, other existing sewer collection within West Point City (outside of the study area) and input from West Point City.

EXISTING CAPACITY AVAILABLE TO SERVE FUTURE GROWTH

There is currently no existing system capacity in the area. Projected future growth will be met through construction of additional system level capacity through new facilities.

REQUIRED SYSTEM IMPROVEMENTS

Additional improvements required to serve new growth are summarized in Table ES-4. To satisfy the requirements of state law, Table ES-4 provides a breakdown of the percentage of the project costs attributed to future users of the system. For future use, capacity has been divided into capacity to be used by growth within the 10-year planning horizon of this IFFP and capacity that will be available for growth beyond the 10-year horizon. These project components' locations are displayed in Figure 2. The order of the projects shown in Table ES-4 are non-consequential and do not represent a chronological order of when projects would be needed. Project order will most likely be determined by specific growth demands and needs of the City. If projects change significantly from what is shown, the IFFP and IFA will need to be updated to reflect these changes.

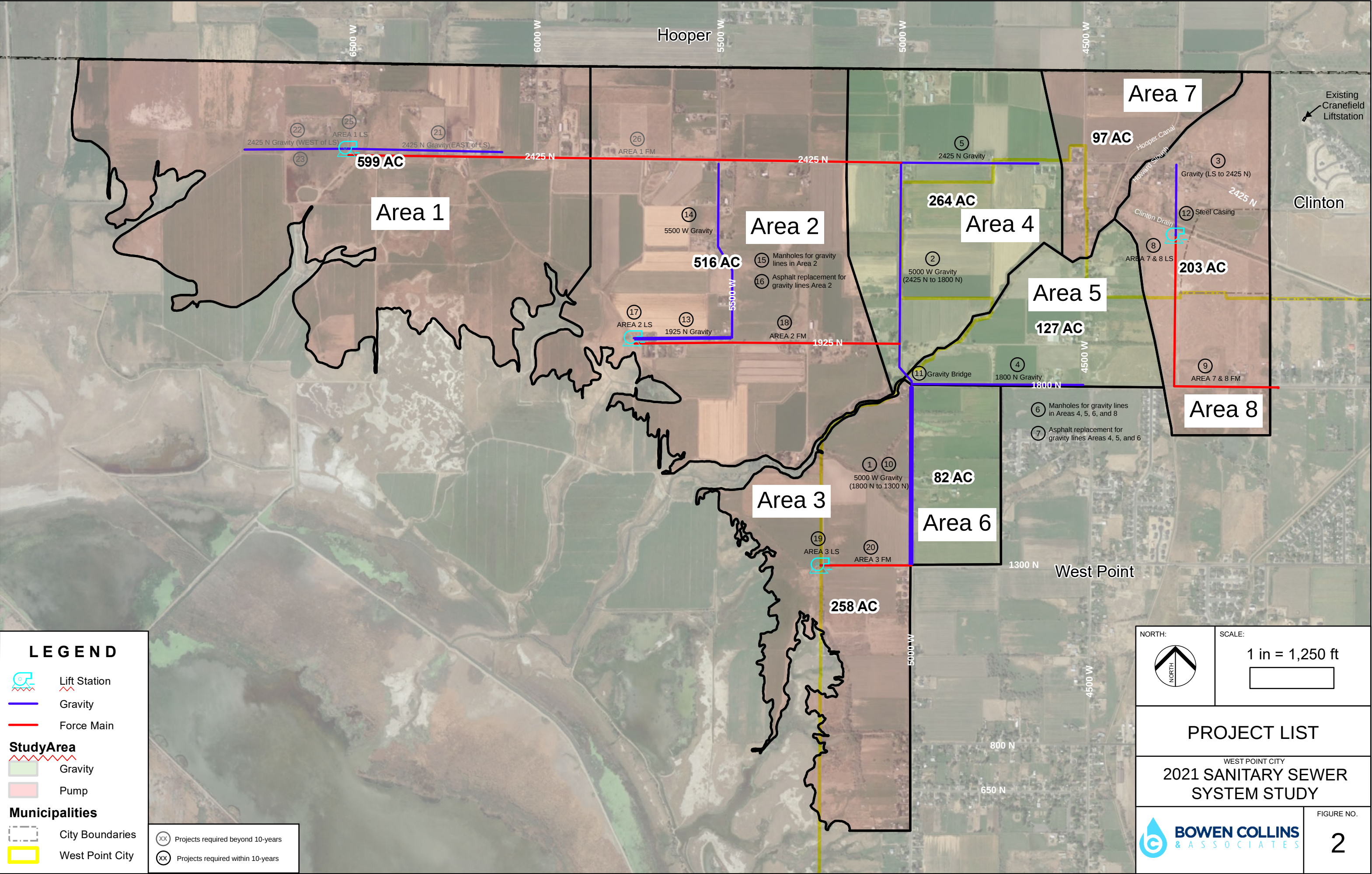


Table ES-4
Project Costs Allocated to Projected Development, 10 Year Planning Horizon

Project ID	Year	Project Location	Contributing Areas	Project	Total Project Cost	Percent to Existing	Percent to 10 Year Growth	Percent to Growth 2031 through Buildout	Cost to Existing	Cost to 10 Year Growth	Cost to Growth 2031 through Buildout
Gravity Line Projects											
1 & 10	2021	6	1, 2, 4, 5 & 6	5000 W: 30-inch PVC Sewer Pipeline & Drainage Pipe Loops	\$ 1,480,275	2.8%	17.9%	79.3%	\$ 41,448	\$ 264,969	\$ 1,173,858
2	2021	4	1, 2 & 4	5000 W: 24-inch PVC Sewer Pipeline	\$ 1,560,600	2.4%	15.5%	82.1%	\$ 37,454	\$ 241,893	\$ 1,281,253
3	2021	8	7 & 8	Clinton Drain Crossing: 12-inch PVC Sewer Pipeline(deeper excavation)	\$ 461,700	5.0%	33.2%	61.8%	\$ 23,085	\$ 153,284	\$ 285,331
4	2021	5	5	1800 N: 12-inch PVC Sewer Pipeline	\$ 719,550	7.9%	32.2%	59.9%	\$ 56,844	\$ 231,696	\$ 431,010
5	2021	4	4	2425 N: 10-inch PVC Sewer Pipeline	\$ 518,805	2.9%	34.0%	63.1%	\$ 15,045	\$ 176,394	\$ 327,366
6	2021	4,5,6, & 8	1, 2, 4, 5, 6, 7 & 8	Sewer Manholes (assumed standard 5-foot diameter) Area 4, 5, 6, and 8 Only	\$ 388,800	3.1%	20.3%	76.6%	\$ 12,053	\$ 78,926	\$ 297,821
7	2021	4,5, & 6	1, 2, 4, 5 & 6	Asphalt Replacement for Gravity Sewer Pipelines in Areas 4, 5, and 6 only	\$ 1,076,040	2.8%	17.9%	79.3%	\$ 30,129	\$ 192,611	\$ 853,300
11	2021	4 & 5	1, 2 & 4	24-inch Pipe Bridge (80' bridge)	\$ 337,500	2.4%	15.5%	82.1%	\$ 8,100	\$ 52,313	\$ 277,088
12	2021	7 & 8	7 & 8	Steel Casing (Clinton Drain)	\$ 119,475	5.0%	33.2%	61.8%	\$ 5,974	\$ 39,665	\$ 73,836
13	2026	2	2	1925 N: 18-inch PVC Sewer Pipeline (deeper excavation)	\$ 668,250	2.9%	24.3%	72.8%	\$ 19,379	\$ 162,385	\$ 486,486
14	2026	2	2	5500 W: 15-inch PVC Sewer Pipeline (deeper excavation)	\$ 1,205,820	2.9%	24.3%	72.8%	\$ 34,969	\$ 293,014	\$ 877,837
15	2026	2	2	Asphalt Replacement for Gravity Sewer Pipelines in Area 2 Only	\$ 388,080	2.9%	24.3%	72.8%	\$ 11,254	\$ 94,304	\$ 282,522
16	2026	2	2	Sewer Manholes(assumed standard 5-foot diameter) Area 2 Only	\$ 142,560	2.9%	24.3%	72.8%	\$ 4,134	\$ 34,642	\$ 103,784
				Subtotal	\$ 9,067,455.0				\$ 299,868	\$ 2,016,096	\$ 6,751,492
Lift Stations & Force Mains Projects											
8	2021	7 & 8	7 & 8	Lift Station (0.7 MGD)	\$ 1,559,250	5.0%	33.2%	61.8%	\$ 77,962	\$ 517,671	\$ 963,617
9	2021	7 & 8	7 & 8	FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 583,200	5.0%	33.2%	61.8%	\$ 29,160	\$ 193,622	\$ 360,418
17	2026	2	2	Area 2 Lift Station (1.0 MGD)	\$ 2,338,875	2.9%	24.3%	72.8%	\$ 67,827	\$ 567,721	\$ 1,703,327
18	2026	2	2	Area 2 FM: 8-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 672,030	2.9%	24.3%	72.8%	\$ 19,489	\$ 163,123	\$ 489,418
19	2031	3	3	Area 3 Lift Station (0.6 MGD)	\$ 1,336,500	6.0%	26.4%	67.6%	\$ 80,190	\$ 352,243	\$ 904,067
20	2031	3	3	Area 3 FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 226,800	6.0%	26.4%	67.6%	\$ 13,608	\$ 59,775	\$ 153,417
				Subtotal	\$ 6,716,655				\$ 288,236	\$ 1,854,155	\$ 4,574,264
				Total	\$ 15,784,110				\$ 588,104	\$ 3,870,251	\$ 11,325,756

IMPACT FEE FACILITIES PLAN (SEWER)

INTRODUCTION

West Point City has retained Bowen Collins & Associates (BC&A) to prepare an Impact Fee Facilities Plan (IFFP) for sewer collection services provided by the City. The purpose of an IFFP is to identify demands placed upon the City's facilities by future development and evaluate how these demands will be met by the City. The IFFP is also intended to outline the improvements which may be funded through impact fees.

Much of the analysis forming the basis of this IFFP has been taken from the City's 2021 Sewer Study conducted by BC&A. The reader should refer to this document for additional discussion of planning and evaluation methodology beyond what is contained in this report.

SERVICE AREA

The service area for the IFFP and subsequent IFA is defined as the same study area as the 2021 Sewer Study. The current study area includes areas not served by the sewer system currently within West Point City and nearby unincorporated areas of Davis County that may potentially be annexed by West Point City in the future. Generally, the service area is defined on the west by the Great Salt Lake floodplain boundary (officially the 4,217 contour), on the north by the Weber/Davis County line, on the east by the proposed West Davis Corridor, and the south does not extend further south than 500 N (see Figure 1). This study area will be treated as a single service area for the calculation of the Impact Fee. The remainder of the City will not be impacted by this new Impact Fee Study.

IMPACT FEE FACILITY PLAN COMPONENTS

Requirements for the preparation of an IFFP are outlined in Title 11, Chapter 36a of the Utah Code Annotated (the Impact Fees Act). Under these requirements, an IFFP shall accomplish the following for each facility:

1. Identify the existing level of service
2. Establish a proposed level of service
3. Identify excess capacity to accommodate future growth at the proposed level of service
4. Identify demands placed upon existing public facilities by new development
5. Identify the means by which demands from new development will be met
6. Consider the following additional issues:
 - a. revenue sources to finance required system improvements
 - b. necessity of improvements to maintain the proposed level of service
 - c. need for facilities relative to planned locations of schools

The following sections of this report have been organized to address each of these requirements.

EXISTING LEVEL OF SERVICE – Utah Code Annotated 11-36a-302(1)(a)(i)

Level of service is defined in the Impact Fees Act as “the defined performance standard or unit of demand for each capital component of a public facility within a service area”. This section discusses the level of service being currently provided to existing users.

Unit of Demand

For the purposes of this analysis, it is useful to define these various demands in terms of Equivalent Residential Units (ERUs). An ERU represents the demand that a typical single-family residence places on the system. Historic water consumption and sewer flow data gathered as part of the ongoing North Davis Sewer District (NDS) Impact Fee Study was used to estimate average sewer flows for the study area, including allowance for inflow and infiltration (I&I). Based on this data an assumed 220 gpd/ERU (domestic wastewater production) + 55 gpd/ERU (I&I) = 255 gpm/ERU was used as the average day, maximum month domestic wastewater flow. This is summarized in Table 1.

Table 1
Service Area Historic Flows and Definition of an ERU

Item	Value for Existing Connections ¹	Value for 10-Year Growth (connected to system)	Total 10-Year Conditions
Equivalent Residential Connections (ERUs)	n/a	1,049	1,049
Domestic Wastewater Production (mgd)	n/a	0.23	0.23
Infiltration, Maximum Month (mgd)	n/a	0.04	0.04
Average Day, Maximum Month Flow (mgd)	n/a	0.27	0.27
Peak Hour Flow (mgd)	n/a	0.84	0.84
Flows per ERU			
Domestic Wastewater Production (gpd/ERU)	220	220	220
Average Day, Maximum Month Flow (gpd/ERU)	255	255	255
Peak Hour Flow (gpd/ERU)	800.7	800.7	800.7

¹There is no existing system level sewer collection system in the study area.

Included in the table is the flow per ERU in terms of both average and peak flows. Conveyance pipelines, lift stations, and force mains must be designed based on peak hour flow (function of daily flow and diurnal flow variation).

Performance Standard

Performance standards are those standards that are used to design and evaluate the performance of facilities. This section discusses the existing performance standards for the study area.

1. **Peak Design Flows** – Peaking factors used are based on the State of Utah Peak Instantaneous Demand equation (refer to Utah Code R309-105-9). Peaking factors were adjusted based on the contributing area size. Peaking factors ranged from 2.3 to 4.0 depending on the

contributing area size. Gravity pipelines, force mains and lift stations were designed based on these peaking factors.

2. **Gravity Pipeline Capacity** – City standards require that all gravity driven sewer mains be designed such that the peak flow in the pipe is less than or equal to 75 percent of the pipe's full capacity using a manning's roughness factor of 0.013.
3. **Gravity Pipeline Slopes** – Due to the flat terrain and shallow existing sewer, the City's standards require that all system level gravity trunk lines and most project level sewer pipelines be installed at minimum slopes as defined by the State of Utah [R317-3-2.3(D)(4)]. If pipelines are installed at greater slopes, the serviceable area by gravity will be reduced. Some sewer pipes were upsized to minimize the required slope and maximize the area serviceable by gravity. These upsized pipes can potentially create additional operation and maintenance (O&M) costs for the City. These potential increases in O&M were discussed with City officials and were determined to be an economical solution to service the study area.
4. **Force main capacity** - City standards require that all force mains be designed such that the maximum flow velocity is no greater than 7 feet per second.
5. **Lift stations** - City standards require that all lift stations be designed such that the maximum ratio of the peak flow to pumping capacity is no greater than 0.85.

These design standards were used as the level of service for the system evaluation.

Existing Level of Service Summary

Currently, there is no existing system level sewer service in the City's study area. The level of service was determined based on industry standards, other existing sewer collection within West Point City (outside of the study area) and input from City personnel. The majority of the existing residents in the study area rely on septic systems for the disposal and treatment of their wastewater. There is a small subdivision (Sunview Estates) within the study area that has a temporary lift station, that will eventually be replaced by a regional lift station, that conveys wastewater to an existing gravity line. As the development is not currently complete (as of this study), it was assumed that 15 out of the 30 possible units would be existing for the purposes of the Impact Fee calculations.

PROPOSED LEVEL OF SERVICE - Utah Code Annotated 11-36a-302(1)(a)(ii)

The proposed level of service is the performance standard used to evaluate system needs in the future. The Impact Fee Act indicates that the proposed level of service may:

1. diminish or equal the existing level of service; or
2. exceed the existing level of service if, independent of the use of impact fees, the City implements and maintains the means to increase the level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service.

In the case of this IFFP, no changes are proposed to the existing level of service for design standards. Thus, future growth will essentially be evaluated based on the same design standards level of service as identified for existing.

Proposed Level of Service Summary

The resulting proposed level of service for the City is summarized in Table 2.

Table 2
Proposed Sanitary Sewer Level of Service

	Existing Level of Service ²	Proposed Level of Service
Gravity Lines - Maximum Ratio of Flow ¹ to Pipeline Capacity/Percent of Collection System that Meets the Standard	n/a	0.75/100%
Force Mains - Maximum Velocity (ft/s)/Percent of Collection System that Meets the Standard	n/a	7/100%
Lift Station - Maximum Ratio of Peak Flow to Pumping Capacity	n/a	0.85/100%
Design Flow - Average Day, Peak Month Flow (gpd per ERU)	n/a	255

¹Peak hour, dry weather flow

²No existing system level City sewer within the study area.

EXCESS CAPACITY TO ACCOMMODATE FUTURE GROWTH - Utah Code Annotated 11-36a-302(1)(a)(iii)

There is no existing system level sewer service in the study area. As such, there is no excess capacity in the current system to accommodate for future growth. All future growth capacity will be accommodated by the future system level sewer system.

DEMANDS PLACED ON FACILITIES BY NEW DEVELOPMENT - Utah Code Annotated 11-36a-302(a)(iv)

Growth within the City's study area, and projections of sewer flows resulting from said growth is discussed in detail in the City's Sewer Study. Growth in terms of both Equivalent Residential Units and corresponding sewer flows is summarized in Table 3.

Table 3
West Point Projections of Growth

Year	Total Area ERUs ¹	Connected ERUs ²	Domestic Wastewater (MGD)	Max Month Infiltration (MGD)	Total Max Month, Average Day Flow (MGD)	Peak Hour Flows - City Area (MGD)
2021	164	0	0.00	0.00	0.00	0.00
2031	1,158	1,049	0.23	0.04	0.27	0.84
2041	2,176	2,098	0.46	0.07	0.53	1.68
2051	3,194	3,147	0.69	0.11	0.80	2.52
2061	4,211	4,196	0.92	0.15	1.07	3.36
2066	4,721	4,721	1.04	0.17	1.20	3.78

¹Total area ERUs are the total number of ERUs within the study area. There are approximately 164 existing ERUs that will connect to the system as the system is built out. For this study, it was assumed that 15 out of the 30 total units of the Sunview Estates Subdivision were considered existing.

²This column represents the assumed total ERUs connected to the City's sewer system within the study area.

It is important to track the existing ERUs connecting to the system as the City has not yet fully decided whether existing residents will be required to pay impact fees. However, for the purposes of this analysis, it has been assumed that existing residents will not be required to pay the sewer impact fee. This will result in a slightly lower impact fee for all users than if they were included in the impact fee calculation. If the City does want to collect impact fees from existing residents within the study area, the impact fee would need to be updated to reflect this change.

INFRASTRUCTURE REQUIRED TO MEET DEMANDS OF NEW DEVELOPMENT – Utah Code Annotated 11-36a-302(1)(a)(v)

To satisfy the requirements of state law, demands placed upon existing system facilities by future development was projected using the process outlined below. Each of the steps were completed as part of this plan's development:

1. **Existing Demand** – There is no existing demand that will be placed on the City's system level sewer system. The existing ERUs in the study area will connect to the system as it becomes available but is currently being served by individual septic systems or a temporary lift station.
2. **Existing Capacity** – There is no existing system level capacity, as the City currently has no existing system level collection system facilities within the study area.
3. **Existing Deficiencies** – There is no existing deficiencies, as the existing ERUs are serviced by individual septic tanks or a temporary lift station.
4. **Future Demand** - The demand future development will place on the system was estimated based on development projections (See the 2021 Sewer Study).
5. **Future Deficiencies** – There will be no future deficiencies within the study area because the sewer system will be initially built for build-out conditions.
6. **Recommended Improvements** – Needed system improvements were identified to meet demands associated with future development.

The steps listed above “identify demands placed upon existing public facilities by new development activity at the proposed level of service; and... the means by which the political subdivision or private entity will meet those growth demands” (Section 11-36a-302(1)(a) of the Utah Code Annotated).

10 Year Improvement Plan

In the City's 2021 Sewer Study, capital facility projects needed to provide service to customers of the study area were identified. Some of the projects identified in the study will not be needed within the next 10 years. Only infrastructure to be constructed within a 10-year horizon will be considered in the calculation of impact fees to avoid uncertainty surrounding improvements further into the future. Table 4 summarizes the components of projects identified in the sewer study that will need to be constructed within the next ten years. These project components' locations are displayed in Figure 2.

Table 4
Project Costs Allocated to Projected Development, 10 Year Planning Horizon

Project ID	Year	Project Location	Contributing Areas	Project	Total Project Cost	Percent to Existing	Percent to 10 Year Growth	Percent to Growth 2031 through Buildout	Cost to Existing	Cost to 10 Year Growth	Cost to Growth 2031 through Buildout
Gravity Line Projects											
1 & 10	2021	6	1, 2, 4, 5 & 6	5000 W: 30-inch PVC Sewer Pipeline & Drainage Pipe Loops	\$ 1,480,275	2.8%	17.9%	79.3%	\$ 41,448	\$ 264,969	\$ 1,173,858
2	2021	4	1, 2 & 4	5000 W: 24-inch PVC Sewer Pipeline	\$ 1,560,600	2.4%	15.5%	82.1%	\$ 37,454	\$ 241,893	\$ 1,281,253
3	2021	8	7 & 8	Clinton Drain Crossing: 12-inch PVC Sewer Pipeline(deeper excavation)	\$ 461,700	5.0%	33.2%	61.8%	\$ 23,085	\$ 153,284	\$ 285,331
4	2021	5	5	1800 N: 12-inch PVC Sewer Pipeline	\$ 719,550	7.9%	32.2%	59.9%	\$ 56,844	\$ 231,696	\$ 431,010
5	2021	4	4	2425 N: 10-inch PVC Sewer Pipeline	\$ 518,805	2.9%	34.0%	63.1%	\$ 15,045	\$ 176,394	\$ 327,366
6	2021	4,5,6, & 8	1, 2, 4, 5, 6, 7 & 8	Sewer Manholes (assumed standard 5-foot diameter) Area 4, 5, 6, and 8 Only	\$ 388,800	3.1%	20.3%	76.6%	\$ 12,053	\$ 78,926	\$ 297,821
7	2021	4,5, & 6	1, 2, 4, 5 & 6	Asphalt Replacement for Gravity Sewer Pipelines in Areas 4, 5, and 6 only	\$ 1,076,040	2.8%	17.9%	79.3%	\$ 30,129	\$ 192,611	\$ 853,300
11	2021	4 & 5	1, 2 & 4	24-inch Pipe Bridge (80' bridge)	\$ 337,500	2.4%	15.5%	82.1%	\$ 8,100	\$ 52,313	\$ 277,088
12	2021	7 & 8	7 & 8	Steel Casing (Clinton Drain)	\$ 119,475	5.0%	33.2%	61.8%	\$ 5,974	\$ 39,665	\$ 73,836
13	2026	2	2	1925 N: 18-inch PVC Sewer Pipeline (deeper excavation)	\$ 668,250	2.9%	24.3%	72.8%	\$ 19,379	\$ 162,385	\$ 486,486
14	2026	2	2	5500 W: 15-inch PVC Sewer Pipeline (deeper excavation)	\$ 1,205,820	2.9%	24.3%	72.8%	\$ 34,969	\$ 293,014	\$ 877,837
15	2026	2	2	Asphalt Replacement for Gravity Sewer Pipelines in Area 2 Only	\$ 388,080	2.9%	24.3%	72.8%	\$ 11,254	\$ 94,304	\$ 282,522
16	2026	2	2	Sewer Manholes(assumed standard 5-foot diameter) Area 2 Only	\$ 142,560	2.9%	24.3%	72.8%	\$ 4,134	\$ 34,642	\$ 103,784
				Subtotal	\$ 9,067,455.0				\$ 299,868	\$ 2,016,096	\$ 6,751,492
Lift Stations & Force Mains Projects											
8	2021	7 & 8	7 & 8	Lift Station (0.7 MGD)	\$ 1,559,250	5.0%	33.2%	61.8%	\$ 77,962	\$ 517,671	\$ 963,617
9	2021	7 & 8	7 & 8	FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 583,200	5.0%	33.2%	61.8%	\$ 29,160	\$ 193,622	\$ 360,418
17	2026	2	2	Area 2 Lift Station (1.0 MGD)	\$ 2,338,875	2.9%	24.3%	72.8%	\$ 67,827	\$ 567,721	\$ 1,703,327
18	2026	2	2	Area 2 FM: 8-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 672,030	2.9%	24.3%	72.8%	\$ 19,489	\$ 163,123	\$ 489,418
19	2031	3	3	Area 3 Lift Station (0.6 MGD)	\$ 1,336,500	6.0%	26.4%	67.6%	\$ 80,190	\$ 352,243	\$ 904,067
20	2031	3	3	Area 3 FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 226,800	6.0%	26.4%	67.6%	\$ 13,608	\$ 59,775	\$ 153,417
				Subtotal	\$ 6,716,655				\$ 288,236	\$ 1,854,155	\$ 4,574,264
				Total	\$ 15,784,110				\$ 588,104	\$ 3,870,251	\$ 11,325,756

Project Cost Attributable to Future Growth

To satisfy the requirements of state law, Table 4 provides a breakdown of the capital facility projects and the percentage of the project costs attributed to existing and future users. As defined in Utah Code Annotated 11-36a-102(15), the Impact Fee Facilities Plan should only include the proportionate share of “the cost of public facilities that are roughly proportionate and reasonably related to the service demands and needs of any development activity.” Some projects identified in the table are required solely to meet future growth, but some projects also provide a benefit to existing users. Projects that benefit existing users include those projects addressing existing capacity needs and maintenance related projects.

All projects within the City’s study area needed to service existing residents and new growth, costs have been divided proportionally between existing and future users based on their use of the facility. A few additional notes regarding specific projects are as follows:

Project Cost Attributable to 10 Year Growth

Included in Table 4 is a breakdown of capacity use associated with growth both through the next 10 years and for growth beyond 10 years. A challenge of sewer infrastructure is that it is not cost effective to add capacity in small increments. Once a pipeline is being built, it needs to be built to satisfy long term capacity needs. As a result, the improvements proposed in the Impact Fee Facility Plan will include capacity for growth beyond the 10-year planning window. To most accurately evaluate the cost of providing service for growth during the next ten years, added consideration has been given to evaluating how much of each improvement will be used in the next 10 years. This has been done following the same methodology as described above.

Basis of Construction Cost Estimates

The costs of construction for projects to be completed within ten years have been estimated based on past BC&A experiences with projects of a similar nature. Pipeline project costs are based on average per foot costs for pipes of a similar nature. Lift Station project costs include consideration of other components of the sanitary sewer system including manholes and surface restoration as appropriate for each project. Details of the cost estimates can be found in the City’s 2021 Sewer Study.

ADDITIONAL CONSIDERATIONS

MANNER OF FINANCING – Utah Code Annotated 11-36a-302(2)

The City may fund the infrastructure identified in this IFFP through a combination of different revenue sources.

Federal and State Grants and Donations

West Point City is pursuing grant donations but have not secured any at this time. Impact fees cannot reimburse costs funded or expected to be funded through federal grants and other funds that the City has received for capital improvements without an obligation to repay. Grants and donations are not currently contemplated in this analysis. If grants become available for constructing facilities, impact fees will need to be recalculated and an appropriate credit given.

Bonds

None of the costs contained in this IFFP include the cost of bonding. The cost of bonding required to finance impact fee eligible improvements identified in the IFFP may be added to the calculation of the impact fee. This will be considered in the impact fee analysis.

User Rate Revenue

Because infrastructure must generally be built ahead of growth, there often arises situations in which projects must be funded ahead of expected impact fee revenues. In some cases, the solution to this issue will be bonding. In others, funds from existing user rate revenue will be used to complete initial construction of impact fee eligible projects and will be reimbursed later as impact fees are received. Consideration of potential use of user rate revenue to pay for impact fee eligible expenditures will be included in the impact fee analysis and should also be considered in subsequent accounting of impact fee expenditures.

Impact Fees

It is recommended that impact fees be used to fund growth-related capital projects as they help to maintain the proposed level of service and prevent existing users from subsidizing the capital needs for new growth. Based on this IFFP, an impact fee analysis will be able to calculate a fair and legal fee that new growth should pay to fund the portion of the existing and new facilities that will benefit new development.

Developer Dedications and Exactions

Developer exactions are not the same as grants. Developer exactions may be considered in the inventory of current and future infrastructure. If a developer constructs facilities or dedicates land within the development for the construction of facilities identified in this IFFP, the value of the dedication is credited against that particular developer's impact fee liability.

If the value of the dedication/exaction is less than the development's impact fee liability, the developer will owe the balance of the liability to the City. If the value of the improvements dedicated is worth more than the development's impact fee liability, the City must reimburse the difference to the developer from impact fee revenues collected from other developments.

It should be emphasized that the concept of impact fee credits pertains to system level improvements only. For project level improvement (i.e. projects not identified in the Impact Fee Facility Plan),

developers will be responsible for the construction of the improvements without credit against the impact fee.

NECESSITY OF IMPROVEMENTS TO MAINTAIN LEVEL OF SERVICE - Utah Code Annotated 11-36a-302(3)

According to State statute, impact fees cannot be used to correct deficiencies in the City's system and must be necessary to maintain the proposed level of service established for all users. Only those facilities or portions of facilities that are required to maintain the proposed level of service for future growth have been included in this IFFP. This will result in an equitable fee as future users will not be expected to fund any portion of the facilities that will benefit existing residents.

SCHOOL RELATED INFRASTRUCTURE - Utah Code Annotated 11-36a-302(2)

As part of the noticing and data collection process for this plan, information was gathered regarding future school District and charter school development. The locations of schools are unknown; however, the study did account for 3 schools within the study area. Where the City is aware of the planned location of a school, required public facilities to serve the school have been included in the Impact Fee Facility Plan.

NOTICING AND ADOPTION REQUIREMENTS - Utah Code Annotated 11-36a-502

The Impact Fees Act requires that entities must publish a notice of intent to prepare or modify any IFFP. If an entity prepares an independent IFFP rather than include a capital facilities element in the general plan, the actual IFFP must be adopted by enactment. Before the IFFP can be adopted, a reasonable notice of the public hearing must be published in a local newspaper at least 10 days before the actual hearing. A copy of the proposed IFFP must be made available in each public library within the City during the 10-day noticing period for public review and inspection. Utah Code requires that the City must post a copy of the ordinance in at least three places or on the City's website. These places may include the City offices and the public libraries within the City's jurisdiction. Following the 10-day noticing period, a public hearing will be held, after which the City may adopt, amend and adopt, or reject the proposed IFFP.

IMPACT FEE CERTIFICATION - Utah Code Annotated 11-36a-306(1)

This IFFP has been prepared in accordance with Utah Code Annotated Title 11, Chapter 36a (the "Impact Fees Act"), which prescribes the laws pertaining to the imposition of impact fees in Utah. The accuracy of this IFFP relies in part upon planning, engineering, and other source data, provided by the City and its designees.

In accordance with Utah Code Annotated, 11-36a-306(1), Bowen Collins & Associates makes the following certification:

I certify that the attached Impact Fee Facilities Plan:

1. Includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;
2. Does not include:
 - a. costs of operation and maintenance of public facilities;
 - b. cost for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents; or
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement; and
3. Complies in each and every relevant respect with the Impact Fees Act.



Keith Larson, P.E.

SEWER IMPACT FEE ANALYSIS

SEPTEMBER 2021

Prepared for:



Prepared by:



TABLE OF CONTENTS

EXECUTIVE SUMMARY SEWER IMPACT FEE ANALYSIS.....	ES-1
Why Assess an Impact Fee?	ES-1
How Are Impact Fees Calculated?.....	ES-1
Impact Fee Calculation	ES-1
Recommended Impact Fee	ES-2
IMPACT FEE ANALYSIS (SEWER)	1
Introduction.....	1
Service Areas	1
Requirements	1
Impact on System - 11-36a-304(1)(a)(b).....	2
Relation of Impacts to Anticipated Development - 11-36a-304(1)(c)	2
Proportionate Share Analysis – 11 – 36A-304(D).....	3
Excess Capacity to Accommodate Future Growth.....	3
Existing System Infrastructure Costs	3
Reimbursement Agreements	3
Future Improvements	3
Planning and Impact Fee Studies	5
Impact Fee Calculation - 11-36a-304(1)(e).....	5
Bonding Interest Costs.....	5
Credit for User Fees	6
Recommended Impact Fee.....	8
Calculation of Non-Standard Impact Fees	8
Additional Considerations - 11-36A-304(2)	9
Manner of Financing - 11-36A-304(2)(A-E).....	9
User Charges	9
Special Assessments	9
Pioneering Agreements.....	9
Bonds	9
General Taxes	9
Federal and State Grants and Donations.....	9
Dedication of System Improvements - 11-36A-304(2)(F)	9
Extraordinary Costs - 11-36A-304(2)(G)	10
Time-Price Differential - 11-36A-304(2)(H).....	10
Impact Fee Certification - 11-36A-306(2).....	11

TABLE OF CONTENTS (continued)

LIST OF TABLES

No.	Title	Page No.
ES-1	Impact Fee Calculation per ERU – West Point City Service Area	ES-2
ES-2	Recommended Per ERU Impact Fee – West Point City Service Area	ES-2
1	Projected West Point Water Sewer System Growth – Flow ERUs.....	2
2	Impact Fee Eligible Capital Projects.....	4
3	Impact Fee Costs Associated with Studies per ERU	5
4	Impact Fee Calculation per ERU – West Point City Service Area	5
5	Credit for User Fees Paid Toward Existing – West Point City Collection System	7
6	Recommended Per ERU Impact Fee – West Point City Service Area	8

EXECUTIVE SUMMARY SEWER IMPACT FEE ANALYSIS

The purpose of the impact fee analysis (IFA) is to calculate the allowable impact fee that may be assessed to new development in accordance with Utah Code.

WHY ASSESS AN IMPACT FEE?

Until development utilizes the full capacity of existing facilities, West Point City can assess an impact fee to recover its cost of latent capacity available to serve future development. The general impact fee methodology divides the available capacity of existing and future capital projects between the number of existing and future users. Capacity is measured in terms of Equivalent Residential Units, or ERUs, which represents the demand that a typical single-family residence places on the system.

HOW ARE IMPACT FEES CALCULATED?

A fair impact fee is calculated by dividing the cost of existing and future facilities by the amount of new growth that will benefit from the unused capacity. Only the capacity that is needed to serve the projected growth within in the next ten years is included in the fee. Costs used in the calculation of impact fees include:

- New facilities required to maintain (but not exceed) the proposed level of service in the system; only those expected to be built within ten years are considered in the final calculations of the impact fee.
- Historic costs of existing facilities that will serve new development
- Cost of professional services for engineering, planning, and preparation of the Impact Fee Facilities Plan and impact fee analysis

Costs not used in the impact fee calculation

- Operational and maintenance costs
- Cost of facilities constructed beyond 10 years
- Cost associated with capacity not expected to be used within 10 years
- Cost of facilities funded by grants, developer contributions, or other funds which West Point City is not required to repay
- Cost of renovating or reconstructing facilities which do not provide new capacity or needed enhancement of services to serve future development

IMPACT FEE CALCULATION

Impact fees for this analysis were calculated by dividing the proportional cost of facilities required to service 10-year growth by the amount of growth expected over the next 10-years based on ERUs. This is done for all of the needed gravity collection, lift station, and force main facilities within the study area. Calculated impact fees by component are summarized in Table ES-1.

Table ES-1
Impact Fee Calculation per ERU – West Point City Service Area

System Components	Total Cost of Component	% Serving 10-year Growth	Cost Serving 10-year Growth	10-year ERUs Served	Cost Per ERU
Collection Facilities					
10-Year Projects	\$ 15,784,110	24.5%	\$ 3,870,251	1049	\$ 3,689
10-Year Project Interest Costs	\$ 6,760,806	24.5%	\$ 1,657,744	1049	\$ 1,580
Credit for User Fees Paid Toward Existing					\$ (128.96)
Subtotal	\$ 22,544,916		\$ 5,527,995		\$ 5,141
Studies					
All Studies	\$ 65,300	96.3%	\$ 62,867	1049	\$ 59.93
TOTAL	\$ 22,610,216		\$ 5,590,862		\$ 5,201

RECOMMENDED IMPACT FEE

The total calculated impact fees are summarized in Table ES-2. Included in this table is the appropriate user fee credit and corresponding overall fee. The calculated user fee credit associated with the impact fees will decrease over time. As a result, the allowable impact fee will increase over time as shown in the table. This is the legal maximum amount that may be charged as an impact fee. A lower amount may be adopted if desired, but a higher fee is not allowable under the requirements of Utah Code.

Table ES-2
Recommended Per ERU Impact Fee – West Point City Service Area

Maximum Allowable Impact Fee (Per ERU, by year)						
	2021	2022	2023	2024	2025	2026
Base Impact Fee (includes study costs)	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71
User Fee Credit	\$ (128.96)	\$ (122.73)	\$ (116.80)	\$ (111.16)	\$ (105.78)	\$ (100.67)
Total Overall Fee	\$ 5,200.74	\$ 5,206.97	\$ 5,212.90	\$ 5,218.55	\$ 5,223.92	\$ 5,229.04

IMPACT FEE ANALYSIS (SEWER)

INTRODUCTION

West Point City has retained Bowen Collins & Associates (BC&A) to prepare an impact fee analysis (IFA) for its sewer system based on a recently completed impact fee facilities plan. An impact fee is a one-time fee, not a tax, imposed upon new development activity as a condition of development approval to mitigate the impact of the new development on public infrastructure. The purpose of an IFA is to calculate the allowable impact fee that may be assessed to new development in accordance with Utah Code.

Service Areas

The service area for the IFA is defined as the same study area as the IFFP and the 2021 Sewer Study. The current study area includes areas not served by the sewer system currently within West Point City and nearby unincorporated areas of Davis County that may potentially be annexed by West Point City in the future. Generally, the service area is defined on the west by the Great Salt Lake floodplain boundary (officially the 4,217 contour), on the north by the Weber/Davis County line, on the east by the proposed West Davis Corridor, and the south does not extend further south than 500 N (see Figure 1). This study area will be treated as a single service area for the calculation of the Impact Fee. The remainder of the City will not be impacted by this new Impact Fee Study.

Requirements

Requirements for the preparation of an IFA are outlined in Title 11, Chapter 36a of the Utah Code (the Impact Fees Act). Under these requirements, an IFA shall accomplish the following for each facility:

1. Identify the impact of anticipated development activity on existing capacity
2. Identify the impact of anticipated development activity on system improvements required to maintain the established level of service
3. Demonstrate how the impacts are reasonably related to anticipated development activity
4. Estimate the proportionate share of:
 - a. Costs of existing capacity that will be recouped
 - b. Costs of impacts on system improvements that are reasonably related to the new development activity
5. Identify how the impact fee was calculated
6. Consider the following additional issues
 - a. Manner of financing improvements
 - b. Dedication of system improvements
 - c. Extraordinary costs in servicing newly developed properties
 - d. Time-price differential

The following sections of this report have been organized to address each of these requirements.

IMPACT ON SYSTEM - 11-36A-304(1)(A)(B)

Growth within West Point City's service area, and projections of sewer flows resulting from said growth is discussed in detail in the City's Impact Fee Facilities Plan. For the purposes of impact fee calculation, growth in the system has been expressed in terms of equivalent residential units (ERUs). An ERU represents the demand that a typical single-family residence places on the system. Growth in ERUs projected for the service area is summarized in Table 1.

Table 1
Projected West Point Water Sewer System Growth – Flow ERUs

Year	Connected Service Area ERUs	Estimated Dry Weather Sewer Flows (MGD)
2021	0	0.00
2031	1,049	0.27
2041	2,098	0.53
2051	3,147	0.80
2061	4,196	1.07
2066	4,721	1.20

As indicated in the table, projected growth for the 10-year planning window of this impact fee analysis is 1,049 ERUs or about 105 ERUs per year. New facilities will be constructed to increase capacity to meet the needs of future projected growth. These required system improvements are detailed in the Impact Fee Facilities Plan.

RELATION OF IMPACTS TO ANTICIPATED DEVELOPMENT - 11-36A-304(1)(C)

To satisfy the requirements of state law, it is necessary to show that all impacts identified in the impact fee analysis are reasonably related to the anticipated development activity. This has been documented in detail in the Impact Fee Facilities Plan. In short, only that capacity directly associated with demand placed upon existing system facilities by future development has been identified as an impact of the development. The steps completed to identify the impacts of anticipated development are as follows.

1. **Existing Demand** – There is no existing demand that will be placed on the City's system level sewer system. The existing ERUs in the study area will connect to the system as it becomes available but is largely currently being served by individual septic systems. There is one small subdivision (Sunview Estates) within the study area this is currently being constructed and will be serviced by a temporary lift station, that will eventually be replaced by a regional lift station. As this development is not currently complete (as of this study), it was assumed that 15 out of the 30 possible units would be existing for the purposes of the Impact Fee calculations.
2. **Existing Capacity** – There is no existing system level capacity, as the City currently has no existing system level collection system facilities within the study area.
3. **Existing Deficiencies** – There is no existing deficiencies, as the existing ERUs are serviced by individual septic tanks or a temporary lift station.
4. **Future Demand** - The demand future development will place on the system was estimated based on development projections as discussed in the Impact Fee Facilities Plan.

5. **Future Deficiencies** – There will be no future deficiencies within the study area because the sewer system will be initially built for build-out conditions.
6. **Recommended Improvements** – Needed system improvements were identified to meet demands associated with future development.

Proportionate Share Analysis – 11 – 36A-304(D)

A comprehensive proportionate share analysis associated with anticipated future development and its impact on the system was completed as part of the Impact Fee Facilities Plan. A summary of that analysis is contained here with additional discussion of the costs of facilities impacted by growth.

Excess Capacity to Accommodate Future Growth

There is no existing sewer collection service within the West Point City study area. This means that there is no excess capacity in the current system to accommodate for future growth. The residents in the area rely on septic systems for the disposal of wastewater. The needs of projected future growth will be met solely through construction of additional capacity in new facilities.

Existing System Infrastructure Costs

West Point City currently has no existing infrastructure costs; the city currently has no existing sewer collection system in the study area.

Reimbursement Agreements

There are no current reimbursement agreements existing within West Point City's system that have not already been accounted for in the existing infrastructure analysis.

Future Improvements

All demand within the study area associated with projected future development will be met through the construction of additional capacity in new facilities. A primary focus of the Impact Fee Facilities Plan was the identification of projects required to serve new development. The results of the Impact Fee Facilities Plan are summarized in Table 2. Included in the table are the costs of each required project and the portion of costs associated with development for the 10-year planning window. All cost estimates contained in this IFA have been taken directly from the IFFP. The basis of these estimates is documented in the IFFP.

Table 2
Impact Fee Eligible Capital Projects

Project ID	Year	Project Location	Contributing Areas	Project	Total Project Cost	Percent to 10-Year Growth	Cost to 10-Year Growth
Gravity Line Projects							
1 & 10	2021	6	1, 2, 4, 5 & 6	5000 W: 30-inch PVC Sewer Pipeline & Drainage Pipe Loops	\$ 1,480,275	17.9%	\$ 264,969
2	2021	4	1, 2 & 4	5000 W: 24-inch PVC Sewer Pipeline	\$ 1,560,600	15.5%	\$ 241,893
3	2021	8	7 & 8	Clinton Drain Crossing: 12-inch PVC Sewer Pipeline(deeper excavation)	\$ 461,700	33.2%	\$ 153,284
4	2021	5	5	1800 N: 12-inch PVC Sewer Pipeline	\$ 719,550	32.2%	\$ 231,696
5	2021	4	4	2425 N: 10-inch PVC Sewer Pipeline	\$ 518,805	34.0%	\$ 176,394
6	2021	4,5,6, & 8	1, 2, 4, 5, 6, 7 & 8	Sewer Manholes (assumed standard 5-foot diameter) Area 4, 5, 6, and 8 Only	\$ 388,800	20.3%	\$ 78,926
7	2021	4,5, & 6	1, 2, 4, 5 & 6	Asphalt Replacement for Gravity Sewer Pipelines in Areas 4, 5, and 6 only	\$ 1,076,040	17.9%	\$ 192,611
11	2021	4 & 5	1, 2 & 4	24-inch Pipe Bridge (80' bridge)	\$ 337,500	15.5%	\$ 52,313
12	2021	7 & 8	7 & 8	Steel Casing (Clinton Drain)	\$ 119,475	33.2%	\$ 39,665
13	2026	2	2	1925 N: 18-inch PVC Sewer Pipeline (deeper excavation)	\$ 668,250	24.3%	\$ 162,385
14	2026	2	2	5500 W: 15-inch PVC Sewer Pipeline (deeper excavation)	\$ 1,205,820	24.3%	\$ 293,014
15	2026	2	2	Asphalt Replacement for Gravity Sewer Pipelines in Area 2 Only	\$ 388,080	24.3%	\$ 94,304
16	2026	2	2	Sewer Manholes(assumed standard 5-foot diameter) Area 2 Only	\$ 142,560	24.3%	\$ 34,642
				Subtotal	\$ 9,067,455		\$ 2,016,096
Lift Stations & Force Mains Projects							
8	2021	7 & 8	7 & 8	Lift Station (0.7 MGD)	\$ 1,559,250	33.2%	\$ 517,671
9	2021	7 & 8	7 & 8	FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 583,200	33.2%	\$ 193,622
17	2026	2	2	Area 2 Lift Station (1.0 MGD)	\$ 2,338,875	24.3%	\$ 567,721
18	2026	2	2	Area 2 FM: 8-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 672,030	24.3%	\$ 163,123
19	2031	3	3	Area 3 Lift Station (0.6 MGD)	\$ 1,336,500	26.4%	\$ 352,243
20	2031	3	3	Area 3 FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 226,800	26.4%	\$ 59,775
				Subtotal	\$ 6,716,655		\$ 1,854,155
				Total	\$ 15,784,110		\$ 3,870,251

Planning and Impact Fee Studies

Utah Code allows for the cost of planning and engineering associated with impact fee calculations to be recovered as part of an impact fee. The final impact fee will include the cost of this study and recommended planning projects in the next ten years as summarized in Table 3.

Table 3
Impact Fee Costs Associated with Studies per ERU

System Components	Total Cost of Component	% Serving 10-Year Growth	Cost Serving 10-Year Growth	10-Year ERUs Served	Cost Per ERU
2021 Sewer Impact Fee Facility Plan & Sewer Study	\$ 54,000	96.3%	\$ 51,988	1,049	\$ 49.56
2021 Impact Fee Analysis	\$ 11,300	96.3%	\$ 10,879	1,049	\$ 10.37
Subtotal	\$ 65,300		\$ 62,867		\$ 59.93

IMPACT FEE CALCULATION - 11-36A-304(1)(E)

Using the information contained in the previous sections, impact fees can be calculated by dividing the proportional cost of facilities required to service 10-year growth by the amount of growth expected over the next 10-years. Calculated impact fees by component are summarized in Table 4 for West Point City.

Table 4
Impact Fee Calculation per ERU - West Point City Service Area

System Components	Total Cost of Component	% Serving 10-year Growth	Cost Serving 10-year Growth	10-year ERUs Served	Cost Per ERU
Collection Facilities					
10-Year Projects	\$ 15,784,110	24.5%	\$ 3,870,251	1049	\$ 3,689
10-Year Project Interest Costs	\$ 6,760,806	24.5%	\$ 1,657,744	1049	\$ 1,580
Credit for User Fees Paid Toward Existing					\$ (128.96)
Subtotal	\$ 22,544,916		\$ 5,527,995		\$ 5,141
Studies					
All Studies	\$ 65,300	96.3%	\$ 62,867	1049	\$ 59.93
TOTAL	\$ 22,610,216		\$ 5,590,862		\$ 5,201

Bonding Interest Costs

In addition to construction costs, Table 4 includes the cost of bond interest expense where applicable. This includes both historic interest costs on existing facilities where new growth will benefit from excess capacity (does not apply to this specific IFA) and future interest costs for bonds required to build projects needed for growth as identified in the Impact Fee Facilities Plan. Similar to project construction costs, only that portion of interest expense associated with capacity for growth is

included in the impact fee calculation. In the case of West Point City's wastewater system, the following bonds were included in the study

- **Future 2021 Wastewater Bond** – This is the recommended bond that the City would need to fully fund the system level projects to service Areas 4, 5, 6, 7 and 8. For this study it was assumed that these projects would be fully funded through bonding. Based on guidance from the City, it is expected that this bond will be issued in 2021 or 2022 and would be a 20-year bond at 3.5 percent interest. This brings the total bond payment to \$12,576,723. This was included in the table above and impact fee calculation.
- **Future 2026 Wastewater Bond** – This is the recommended bond that the City would need to fully fund the system level projects to service Area 2. For this study it was assumed that these projects would be fully funded through bonding. Based on guidance from the City, it is expected that this bond will be issued in 2026 or 2027 and would be a 20-year bond at 3.5 percent interest. This brings the total bond payment to \$7,735,285. This was included in the table above and impact fee calculation.
- **Future 2031 Wastewater Bond** – This is the recommended bond that the City would need to fully fund the system level projects to service Areas 3. For this study it was assumed that these projects would be fully funded through bonding. Based on guidance from the City, it is expected that this bond will be issued in 2031 or 2032 and would be a 20-year bond at 3.5 percent interest. This brings the total bond payment to \$2,232,908. This was included in the table above and impact fee calculation.

This equates to a total bond payment of \$22,544,916.

Credit for User Fees

As currently structured, future users will pay for their portion of capacity via impact fees. They cannot also be expected to pay through user rates the portion of future bonds that will be used to build capacity for existing users. This creates the need for a credit for future users. Calculation of this credit is summarized in Table 5. These tables include the following information:

- **Existing Portion of Loan Paid Through User Fees** – This represents the total amount paid each year by West Point City toward the portion of any loans used to build capacity for existing users.
- **Cost Per ERU** – This column takes the total amount paid and divides it by the number of ERUs projected for each year. This represents the amount paid in each year by each ERU.
- **Present Value Cost per ERU** – This column takes into account the time value of money assuming a rate of return of 2 percent annually.
- **Total User Fee Credit** – At the bottom of the table, the present value costs for all future years are added together to develop the total user fee credit.

It will be noted that, because the user fee credit is the summation of user fees paid toward existing deficiencies in each year, a new user who joins the system in five or ten years will pay less in total user fees than someone who joins the system next year. Thus, the user fee credit will decrease over time. The appropriate user fee can be calculated by adding the present value cost for all years subsequent to a new user's connection to the system.

Table 5
Credit for User Fees Paid Toward Existing – West Point City Collection System

Year	West Point ERUs	Existing Capacity Portion of Loans Paid Through User Fees	Cost Per ERU	Present Value Cost Per ERU
2021	3579	n/a	n/a	n/a
2022	3687	\$ 23,430	\$ 6.36	\$ 6.23
2023	3797	\$ 23,430	\$ 6.17	\$ 5.93
2024	3911	\$ 23,430	\$ 5.99	\$ 5.65
2025	4028	\$ 23,430	\$ 5.82	\$ 5.37
2026	4149	\$ 23,430	\$ 5.65	\$ 5.11
2027	4274	\$ 37,841	\$ 8.85	\$ 7.86
2028	4402	\$ 37,841	\$ 8.60	\$ 7.48
2029	4534	\$ 37,841	\$ 8.35	\$ 7.12
2030	4670	\$ 37,841	\$ 8.10	\$ 6.78
2031	4810	\$ 37,841	\$ 7.87	\$ 6.45
2032	4955	\$ 42,000	\$ 8.48	\$ 6.82
2033	5103	\$ 42,000	\$ 8.23	\$ 6.49
2034	5256	\$ 42,000	\$ 7.99	\$ 6.18
2035	5414	\$ 42,000	\$ 7.76	\$ 5.88
2036	5576	\$ 42,000	\$ 7.53	\$ 5.60
2037	5744	\$ 42,000	\$ 7.31	\$ 5.33
2038	5916	\$ 42,000	\$ 7.10	\$ 5.07
2039	6093	\$ 42,000	\$ 6.89	\$ 4.83
2040	6276	\$ 42,000	\$ 6.69	\$ 4.59
2041	6465	\$ 42,000	\$ 6.50	\$ 4.37
2042	6658	\$ 18,570	\$ 2.79	\$ 1.84
2043	6858	\$ 18,570	\$ 2.71	\$ 1.75
2044	7064	\$ 18,570	\$ 2.63	\$ 1.67
2045	7276	\$ 18,570	\$ 2.55	\$ 1.59
2046	7494	\$ 18,570	\$ 2.48	\$ 1.51
2047	7719	\$ 4,160	\$ 0.54	\$ 0.32
2048	7951	\$ 4,160	\$ 0.52	\$ 0.31
2049	8189	\$ 4,160	\$ 0.51	\$ 0.29
2050	8435	\$ 4,160	\$ 0.49	\$ 0.28
2051	8688	\$ 4,160	\$ 0.48	\$ 0.26
Total User Fee Credit			\$ 161.92	\$ 128.96

Recommended Impact Fee

The total calculated impact fees are summarized in Table 6. Included in this table is the appropriate user fee credit and corresponding overall fee. This is the legal maximum amount that may be charged as an impact fee. A lower amount may be adopted if desired, but a higher fee is not allowable under the requirements of Utah Code.

Table 6
Recommended Per ERU Impact Fee – West Point City Service Area

Maximum Allowable Impact Fee (Per ERU, by year)						
	2022	2023	2024	2025	2026	2027
Base Impact Fee (includes study costs)	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71
User Fee Credit	\$ (128.96)	\$ (122.73)	\$ (116.80)	\$ (111.16)	\$ (105.78)	\$ (100.67)
Total Overall Fee	\$ 5,200.74	\$ 5,206.97	\$ 5,212.90	\$ 5,218.55	\$ 5,223.92	\$ 5,229.04

As discussed previously, the calculated user fee credit associated with the impact fees will decrease over time. As a result, the allowable impact fee will increase over time as shown in the table. Impact fees beyond 2026 can be calculated by reducing the user fee credit by the amount shown for each successive year in Table 5.

Calculation of Non-Standard Impact Fees

The calculations above have been based on an ERU. The Impact Fee Enactment should include a provision that allows for calculation of a fee for customers other than typical residential connections. Consistent with the level of service standards established in the Impact Fee Facilities Plan, the following formula may be used to calculate an impact fee for a non-standard user based on the calculated daily indoor water use for an average residential connection¹.

$$\frac{\text{Estimated Indoor Water Use}}{220 \text{ gallons per day}} \times \text{Impact Fee per ERU} = \text{Impact Fee}$$

Calculation all non-standard impact fees should be completed by City personnel using the formula above based on information regarding water use as provided for each non-standard use. This approach will be used for all commercial and industrial development.

¹ Based on average annual domestic water usage of 220 gpd/ERU and an average day maximum month flow of 240 gpd/ERU, this equates to a domestic wastewater production of 220 gpd/ERU. With an additional 35 gpd/ERU for I&I, total domestic wastewater flow is equal to 255 gpd/ERU, consistent with previous calculations.

ADDITIONAL CONSIDERATIONS - 11-36A-304(2)**MANNER OF FINANCING - 11-36A-304(2)(A-E)**

As part of this impact fee analysis, it is important to consider how each facility has been or will be paid for. Potential infrastructure funding includes a combination of different revenue sources.

User Charges

Because infrastructure must generally be built ahead of growth, there often arises situations in which projects must be funded ahead of expected impact fee revenues. In some cases, the solution to this issue will be bonding. In others, funds from existing user rate revenue will be loaned to the impact fee fund to complete initial construction of the project and will be reimbursed later as impact fees are received. Interfund loans should be considered in subsequent accounting of impact fee expenditures.

Special Assessments

Where special assessments exist, the impact fee calculation must take into account funds contributed. No special assessments currently exist in the West Point City wastewater system.

Pioneering Agreements

Where pioneering agreements exist, the impact fee calculation must take into account payback requirements under each pioneering agreement. West Point City currently does not have any pioneering agreements.

Bonds

Where West Point City financial plans identify bonding will be required to finance impact fee eligible improvements, the portion of bond cost and interest expense attributable to future growth has been added to the calculation of the impact fee.

General Taxes

If taxes are used to pay for infrastructure, they should be accounted for in the impact fee calculation. Specifically, any contribution made by property owners through taxes should be credited toward their available capacity in the system. In this case, no taxes are proposed for the construction of infrastructure.

Federal and State Grants and Donations

West Point City is pursuing grant donations but have not secured any at this time. Impact fees cannot reimburse costs funded or expected to be funded through federal grants and other funds that the City has received for capital improvements without an obligation to repay. Grants and donations are not currently contemplated in this analysis. If grants become available for constructing facilities, impact fees will need to be recalculated and an appropriate credit given.

DEDICATION OF SYSTEM IMPROVEMENTS - 11-36A-304(2)(F)

Developer exactions are not the same as grants. If a developer constructs a system improvement or dedicates land for a system improvement identified in this IFFP or dedicates a public facility that is recognized to reduce the need for a system improvement, the developer may be entitled to an

appropriate credit against that particular developer's impact fee liability or a proportionate reimbursement.

If the value of the credit is less than the development's impact fee liability, the developer will owe the balance of the liability to West Point City. If the recognized value of the improvements/land dedicated is more than the development's impact fee liability, West Point City may be required to reimburse the difference to the developer.

It should be emphasized that the concept of impact fee credits pertains to system level improvements only. Developers will be responsible for the construction of project improvements (i.e. improvements not identified in the Impact Fee Facilities Plan) without credit against the impact fee.

EXTRAORDINARY COSTS - 11-36A-304(2)(G)

The Impact Fees Act indicates the analysis should include consideration of any extraordinary costs of servicing newly developed properties. In cases where one area of potential growth may cost significantly more to service than other growth, a separate service area may be warranted. No areas with extraordinary costs have been identified as part of this analysis.

TIME-PRICE DIFFERENTIAL - 11-36A-304(2)(H)

Utah Code allows consideration of time-price differential in order to create fairness for amounts paid at different times. To address time-price differential, this analysis includes a conversion to present value cost for future expenditures. In the case of future construction costs, it has been assumed that the return rate on investment will be roughly equivalent to construction inflation and current construction estimates have been used in the calculation of impact fees. Per the requirements of the Code, existing infrastructure cost is based on actual historical costs without adjustment.

IMPACT FEE CERTIFICATION - 11-36A-306(2)

This report has been prepared in accordance with Utah Code Title 11, Chapter 36a (the "Impact Fees Act"), which prescribes the laws pertaining to the imposition of impact fees in Utah. The accuracy of this IFFP relies in part upon planning, engineering, and other source data, provided by West Point City and its designees.

In accordance with Utah Code Annotated, 11-36a-306(2), Bowen Collins & Associates makes the following certification:

I certify that the attached impact fee analysis:

1. Includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;
2. Does not include:
 - a. costs of operation and maintenance of public facilities;
 - b. costs of qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents; or
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement; and
3. Complies in each and every relevant respect with the Impact Fees Act.



Keith J. Larson, P.E.

CITY COUNCIL STAFF REPORT



Subject: Discussion and consideration of a contract for a Parks and Trails Master Plan
Author: Bryn MacDonald
Department: Community Development
Meeting Date: December 7, 2021

Background

The City recently issued a Request for Proposals (RFP) for a new Parks and Trails Master Plan. We received three proposals in response to the RFP. After review and consideration, we have chosen Landmark Design to complete the Parks and Trails Master Plan.

Analysis

We received three proposals for our new Parks and Trails Master Plan. All of the applicants were strong candidates and submitted good proposals. Several staff members reviewed the proposals. We also reviewed other master plans the applicants had completed and spoke with references. After our review, we have determined that Landmark Design should be chosen to complete the Parks and Trails Master Plan.

The posted budget for the project was \$40,000. The contract states the final price is “not to exceed” \$39,905. The master plan process will begin as soon as possible after the contract is approved.

Recommendation

Staff recommends approval of the contract with Landmark Design for the Parks and Trails Master Plan.

Significant Impacts

N/A

Attachments

Contract