



3200 W 300 N, West Point, UT 84015

**WEST POINT CITY COUNCIL
MEETING NOTICE & AGENDA
September 6th, 2022
WEST POINT CITY HALL**

Mayor
Brian Vincent
Council
Gary Petersen, *Mayor Pro Tem*
Annette Judd
Jerry Chatterton
Brad Lee
Michele Swenson
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 via Zoom: <https://us02web.zoom.us/j/85775260605>
- Telephone: 1(669) 900-6833 – Meeting ID: 857 7526 0605

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

- Avoid entering if they have a fever of 100.4° or above, cough, trouble breathing, sore throat, or feel generally unwell

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

- Email: carnold@westpointcity.org
- Subject Line: "Citizen Comment – September 6, 2022 City Council"
- 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

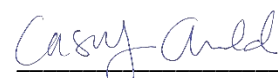
1. Quarterly Financial Report – Mr. Ryan Harvey [pg. 4](#)
2. Discussion Regarding an ARPA Agreement with Davis County – Mr. Boyd Davis [pg. 39](#)
3. Discussion Regarding the Creation of the West Point Arts Council – Mr. Kyle Laws [pg. 40](#)
4. Other Items

GENERAL SESSION

7:00 PM – OPEN TO THE PUBLIC

1. Call to Order
2. Pledge of Allegiance
3. Prayer or Inspirational Thought (*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. Swearing-In of the 2022-2023 West Point City Youth Council – Mayor Brian Vincent
8. Davis County Sheriff's Office Quarterly Update
9. Consideration of Approval of the Minutes from March 15th, 2022 West Point City Council Meeting [pg. 55](#)
10. Consideration of Approval of Ordinance No. 09-06-2022A, Amending WPCC Section 17.60.050 – Table of Land Use Regulations, to Include Automobile Service Stations as a Conditional Use in the N-C, C-C, R-C, and R-I/P Zones – Mrs. Bryn MacDonald [pg. 62](#)
 - a. Public Hearing (*Please refer to Citizen Comment instructions above to make a comment*)
 - b. Action
11. Consideration of Approval of Ordinance No. 09-06-2022B, Adopting the Amended Transportation Impact Fee Facilities Plan and Impact Fee Analysis, and Adopting Updated Impact Fees – Mr. Boyd Davis [pg. 66](#)
 - a. Public Hearing (*Please refer to Citizen Comment instructions above to make a comment*)
 - b. Action
12. Motion to Adjourn the General Session

Posted September 1st, 2022:


Casey Arnold, City Recorder

TENTATIVE UPCOMING ITEMS

Date: **09/20/2022**

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Consideration of Approval of the Final Plat of the West Field Subdivision – Mrs. Bryn MacDonald
 2. Consideration of Approval of the Engineering Firm for the Design of the Sewer Expansion Project – Mr. Boyd Davis
-

Date: **10/04/2022**

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
-

Date: **10/18/2022**

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Update from Davis County Commissioner Loren Kamalu
-

Date: **11/01/2022**

Administrative Session – 6:00 pm

1. Code Enforcement Update – Mr. Bruce Dopp
2. Quarterly Financial Update

General Session – 7:00 pm

1. Youth Council Update
-

Date: **11/15/2022**

Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: **12/06/2022**

Administrative Session – 6:00 pm

1. Quarterly Financial Update – Mr. Ryan Harvey

General Session – 7:00 pm

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

Date: **12/20/2022**

Administrative Session – 6:00 pm

General Session – 7:00 pm



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
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30	31					

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
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6	7	8	9	10	11	12
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27	28					

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
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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
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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
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25	26	27	28	29	30	

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
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OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
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30	31					

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
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22	23	24	25	26	27	28
29	30	31				

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
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20	21	22	23	24	25	26
27	28	29	30			

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

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
11	Senior Lunch - 11:30 AM
14	Planning Commission - 6 PM
16	MOVIE IN THE PARK - DUSK
19	City Council - 6 PM
25	Pioneer Day Holiday - CLOSED
28	Planning Commission - 6 PM

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

2	City Council - 6 PM
8	Senior Lunch - 11:30 AM
11	Planning Commission - 6 PM
12	Summer Party 6:30 - 8:30 PM
13	MOVIE IN THE PARK - DUSK
16	City Council - 6 PM
25	Planning Commission - 6 PM

MARCH

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

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
22-23	ANNUAL SPRING CLEAN-UP
28	Planning Commission - 6 PM

OCTOBER

4	City Council - 6 PM
6	CEMETERY CLEANING
10	Employee Training - CLOSED
13	Planning Commission - 6 PM
18	Senior Lunch - 11:30 AM
18	City Council - 6 PM
21-22	ANNUAL FALL CLEAN-UP
22	HALLOWEEN CARNIVAL - 6 - 8 PM
25	Council/Staff Lunch - 11:30 AM
27	Planning Commission - 6 PM

MAY

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
14	TAKE PRIDE IN WEST POINT
17	City Council - 6 PM
26	Planning Commission - 6 PM
30	Memorial Day - CLOSED

NOVEMBER

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

JUNE

4	MISS WEST POINT PAGEANT
6	Senior Lunch - 11:30 AM (Loy Blake)
7	City Council - 6 PM
9	Planning Commission - 6 PM
10	MOVIE IN THE PARK - DUSK
20	JUNETEENTH (OBSERVED) - CLOSED
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
13	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

*UPDATED AS OF SEPTEMBER 1, 2022

CITY COUNCIL STAFF REPORT

Subject: Quarterly Financial Report (Apr – June 2022)
Author: Ryan Harvey
Department: Administrative Services
Meeting Date: September 6, 2022

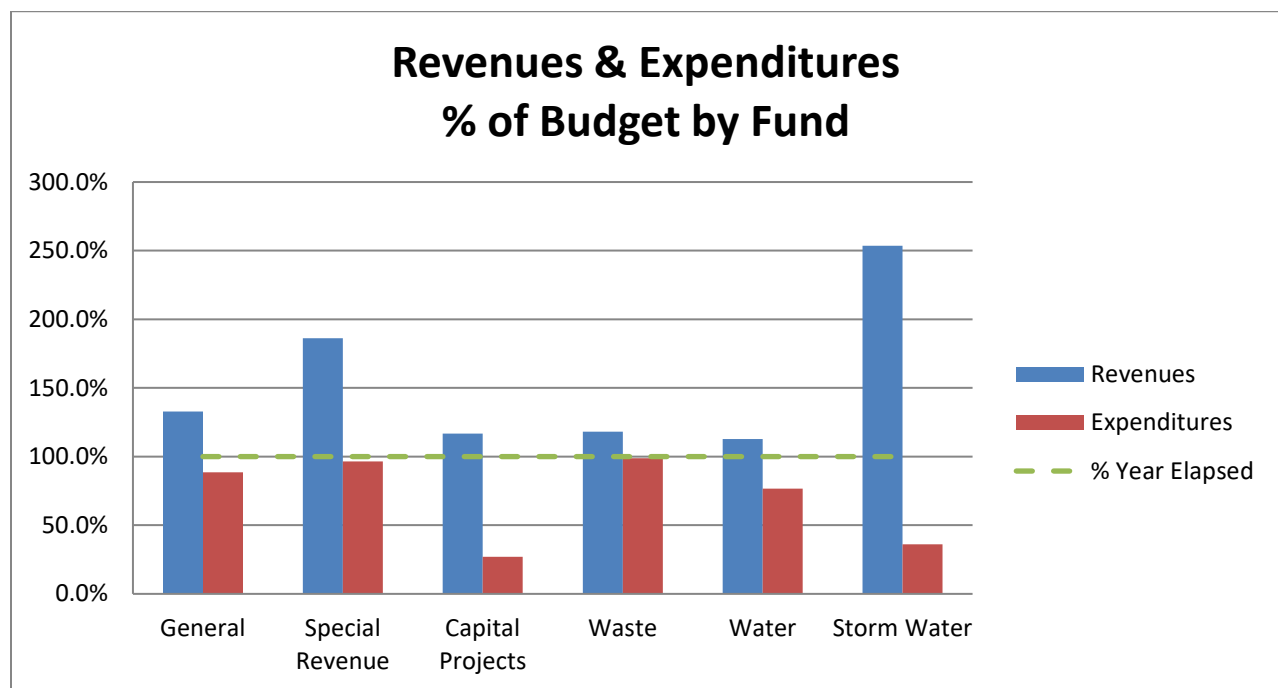


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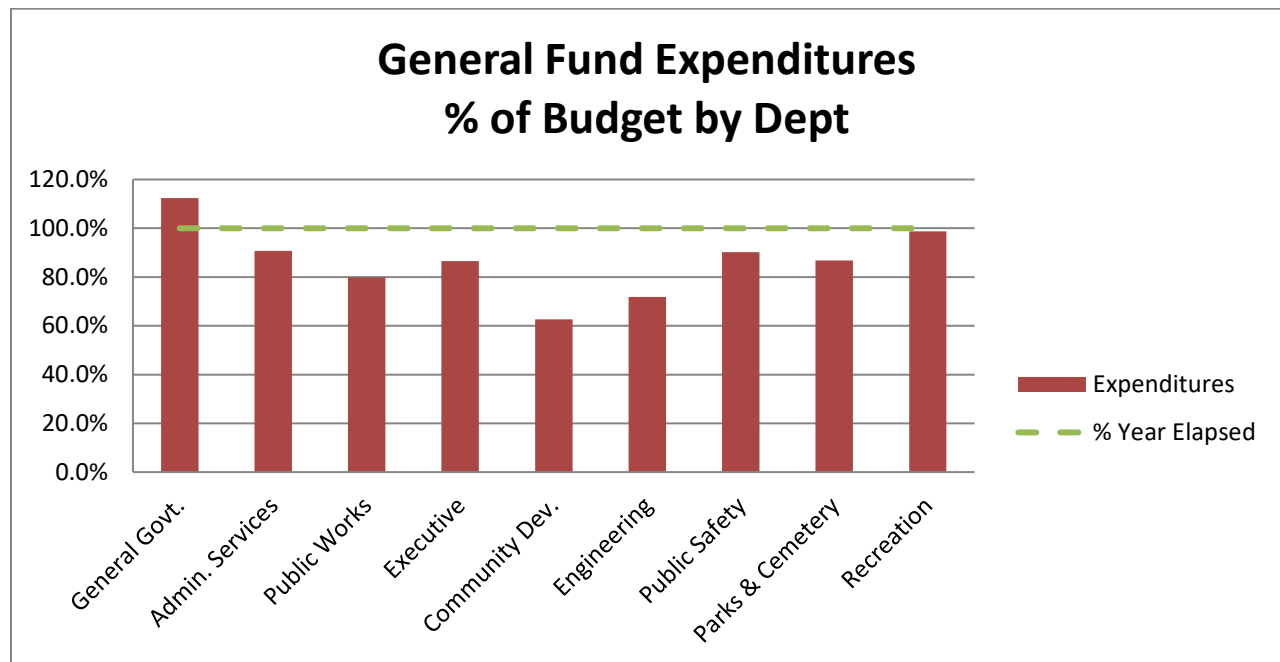
City staff monitors revenues and expenditures on an ongoing basis throughout the year. We issue a quarterly financial report to give the City Council a snapshot of our financial state and as a report on our financial progress for the fiscal year. The attached report contains expenditure, revenue, budget,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

Analysis

As shown in the first graph, revenues exceed expenditures in every fund within the City. With 100% of the year elapsed, revenues also exceed 100% in every fund. Expenditures are below 100% in each of the funds.



In the second graph we see that all of the General Fund departments are below 100%, except for General Government. This department is the smallest, so the amount over budget is only \$8,000, which is easily made up for in savings from all of the other departments.



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 Q4 Financial Statements

WEST POINT CITY CORPORATION
COMBINED CASH INVESTMENT
JUNE 30, 2022

COMBINED CASH ACCOUNTS

01-1111	CASH IN CHECKING - ZIONS	2,570,187.73
01-1112	CASH IN CKING - CLASS C - ZION	881,533.98
01-1125	XBP DEPOSIT ACCOUNT	91,676.30
01-1130	CASH IN CHECKING - PTIF ACCT.	17,610,306.44
01-1131	PETTY CASH	750.00
	TOTAL COMBINED CASH	21,154,454.45
01-1185	CASH IN CHECKING - CDRA ACCT	4,525.28
01-1190	CASH ALLOCATION TO OTHER FUNDS	(21,158,979.73)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	5,512,602.90
45	ALLOCATION TO SPECIAL REVENUE FUND	6,058,646.21
48	ALLOCATION TO CAPITAL PROJECTS FUND	4,146,108.65
51	ALLOCATION TO WASTE FUND	753,334.90
55	ALLOCATION TO WATER FUND	2,243,174.44
58	ALLOCATION TO STORM WATER UTILITY FUND	2,332,446.73
70	ALLOCATION TO DEBT SERVICE	10,836.81
85	ALLOCATION TO CDRA FUND	101,829.09
	TOTAL ALLOCATIONS TO OTHER FUNDS	21,158,979.73
	ALLOCATION FROM COMBINED CASH FUND - 01-1190	(21,158,979.73)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

GENERAL FUND

ASSETS

10-1190	CASH ALLOCATION TO OTHER FUNDS	5,512,602.90	
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		6,650,644.98
	TOTAL ASSETS		6,650,644.98

LIABILITIES AND EQUITY

LIABILITIES

10-2131	ACCOUNTS PAYABLE	21,064.06	
10-2135	CREDIT CARD CLEARING ACCOUNT	(16,653.01)	
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	10,564.00	
10-2226	PUBLIC EMPLOYEES HEALTH PROGRA	3,631.67	
10-2228	EMPLOYEES DISABILITIES INS.	(77.90)	
10-2229	HSA PAYABLE	41.82	
10-2232	PEHP - DENTAL & VISION INS.	562.36	
10-2233	ULGT - VISION & LTC INS.	37.55	
10-2234	WELLNESS - HEALTH CLUBS	(399.55)	
10-2243	WORKMENS COMPENSATION PAYABLE	26,647.39	
10-2245	STATE UNEMPLOYMENT PAYABLE	337.88	
10-2250	WAGES PAYABLE-CLEARING	30,488.45	
10-2255	EXCAVATION BOND PAYABLE	3,093.00	
10-2275	DEFERRED REVENUE	598,455.00	
10-2291	ESCROW ACCOUNTS PAYABLE	2,025,733.78	
10-2410	UNEARNED- CARES ACT	182,029.92	
	TOTAL LIABILITIES		2,894,376.56

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	2,228,225.03	
	BALANCE - CURRENT DATE	3,756,268.42	
	TOTAL FUND EQUITY		3,756,268.42
	TOTAL LIABILITIES AND EQUITY		6,650,644.98

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-10 PROPERTY TAXES	3,862.20	625,927.89	598,886.00	(27,041.89)	104.5
10-31-25 VEHICLE - IN LIEU OF PROP. TAX	3,198.43	40,292.75	35,000.00	(5,292.75)	115.1
10-31-30 GENERAL SALES AND USE TAXES	201,070.78	2,144,372.03	1,500,000.00	(644,372.03)	143.0
10-31-40 CABLE TV	.00	.00	50,000.00	50,000.00	.0
10-31-50 ENERGY SALES AND USE	45,967.54	459,846.49	365,000.00	(94,846.49)	126.0
10-31-60 TELECOMMUNICATIONS	2,345.42	82,405.33	30,000.00	(52,405.33)	274.7
TOTAL TAXES	256,444.37	3,352,844.49	2,578,886.00	(773,958.49)	130.0
<u>LICENSES AND PERMITS</u>					
10-32-10 BUS. LICENSE/COND. USE PERMITS	85.00	12,783.95	10,000.00	(2,783.95)	127.8
10-32-21 BUILDING PERMITS	(78,051.19)	593,467.16	400,000.00	(193,467.16)	148.4
TOTAL LICENSES AND PERMITS	(77,966.19)	606,251.11	410,000.00	(196,251.11)	147.9
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-56 CLASS C ROADS	.00	479,741.62	400,000.00	(79,741.62)	119.9
10-33-71 ARPA- REVENUE	.00	648,384.00	.00	(648,384.00)	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	1,128,125.62	400,000.00	(728,125.62)	282.0
<u>CHARGES FOR SERVICES</u>					
10-34-10 ZONING AND SUBDIVISION FEES	(84,200.87)	40,315.24	20,000.00	(20,315.24)	201.6
10-34-60 RECREATION FEES	13,450.00	108,245.54	90,000.00	(18,245.54)	120.3
10-34-78 PARK & CITY HALL RESERVATIONS	690.00	6,280.00	3,500.00	(2,780.00)	179.4
10-34-79 CITY CELEB. & SPONSORSHIPS	7,058.00	16,647.00	9,000.00	(7,647.00)	185.0
10-34-82 CEMETERY INTERMENT	1,900.00	14,950.00	15,000.00	50.00	99.7
10-34-90 MISC. INCOME & CONCESSIONS	372.96	6,934.41	2,000.00	(4,934.41)	346.7
TOTAL CHARGES FOR SERVICES	(60,729.91)	193,372.19	139,500.00	(53,872.19)	138.6
<u>MISCELLANEOUS REVENUE</u>					
10-36-10 INTEREST EARNINGS	16,258.03	84,182.88	20,000.00	(64,182.88)	420.9
10-36-20 DONATIONS	.00	3,115.00	2,000.00	(1,115.00)	155.8
10-36-90 MISCELLANEOUS	15.00	1,704.56	1,000.00	(704.56)	170.5
TOTAL MISCELLANEOUS REVENUE	16,273.03	89,002.44	23,000.00	(66,002.44)	387.0

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

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	134,021.30	5,369,595.85	4,351,386.00	(1,018,209.85)	123.4

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-41-10 MAYOR AND COUNCIL WAGES	4,128.34	53,064.32	47,413.00	(5,651.32)	111.9
10-41-13 EMPLOYEE BENEFITS	600.26	7,280.34	7,375.00	94.66	98.7
10-41-33 TRAINING AND EDUCATION	8,239.64	12,714.40	9,000.00	(3,714.40)	141.3
10-41-35 COMMUNITY SERVICE CONTRACTS	.00	2,000.00	3,000.00	1,000.00	66.7
TOTAL GENERAL GOVERNMENT	12,968.24	75,059.06	66,788.00	(8,271.06)	112.4
<u>ADMINISTRATIVE SERVICES</u>					
10-44-11 SALARIES AND WAGES	10,821.13	110,207.75	117,579.00	7,371.25	93.7
10-44-13 EMPLOYEE BENEFITS	4,098.87	47,389.90	51,196.00	3,806.10	92.6
10-44-20 MILEAGE REIMBURSEMENT	.00	763.69	800.00	36.31	95.5
10-44-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	625.00	1,580.50	1,000.00	(580.50)	158.1
10-44-24 POSTAGE	520.99	3,140.71	5,000.00	1,859.29	62.8
10-44-25 EQUIPMENT & SUPPLIES	.00	427.98	1,000.00	572.02	42.8
10-44-26 EQUIPMENT LEASE & MAINTENANCE	1,087.98	9,310.53	16,500.00	7,189.47	56.4
10-44-33 TRAINING & EDUCATION	1,481.43	3,491.58	4,000.00	508.42	87.3
10-44-38 AUDITOR & ACCOUNTING SUPPORT	7,425.00	13,365.00	16,500.00	3,135.00	81.0
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	449.00	2,318.34	4,000.00	1,681.66	58.0
10-44-75 RISK MANAGEMENT	639.02	41,740.12	40,000.00	(1,740.12)	104.4
10-44-95 CREDIT CARD PROCESSING FEES	131.48	1,740.51	1,000.00	(740.51)	174.1
10-44-98 BANK SERVICE CHARGES	153.00	1,063.00	1,000.00	(63.00)	106.3
TOTAL ADMINISTRATIVE SERVICES	27,432.90	241,130.87	268,675.00	27,544.13	89.8
<u>PUBLIC WORKS</u>					
10-48-11 SALARIES AND WAGES	12,476.77	124,636.90	169,235.00	44,598.10	73.7
10-48-13 EMPLOYEE BENEFITS & RETIREMENT	5,703.90	70,349.57	111,517.00	41,167.43	63.1
10-48-15 ON CALL PAY	392.00	2,666.00	5,950.00	3,284.00	44.8
10-48-20 OVERTIME	1,139.53	23,278.45	14,000.00	(9,278.45)	166.3
10-48-23 TRAVEL AND EDUCATION	705.29	886.35	360.00	(526.35)	246.2
10-48-25 EQUIPMENT, SUPPLIES & MAINT.	866.43	6,591.51	9,000.00	2,408.49	73.2
10-48-26 MUNICIPAL BLDGS. OPER. & MAINT	2,585.90	20,807.86	24,260.00	3,452.14	85.8
10-48-54 PROT. CLOTHING & EQUIPMENT	75.00	5,330.60	3,000.00	(2,330.60)	177.7
10-48-65 FLEET OPERATIONS & MAINTENANCE	716.20	8,995.46	4,250.00	(4,745.46)	211.7
10-48-67 FLEET FUEL	1,379.12	12,028.55	12,865.00	836.45	93.5
10-48-69 OFFICE SUPPLIES & EXPENSE	323.13	1,722.70	1,300.00	(422.70)	132.5
10-48-70 FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
10-48-75 CROSSWALK POWER	111.03	662.09	900.00	237.91	73.6
10-48-77 PUBLIC FACILITIES HEATING	172.72	6,321.98	5,000.00	(1,321.98)	126.4
10-48-82 PUBLIC FACILITIES POWER	2,544.63	14,645.02	14,000.00	(645.02)	104.6
10-48-84 STREET LIGHTING PWR & MNT.	3,950.70	48,728.49	52,000.00	3,271.51	93.7
TOTAL PUBLIC WORKS	33,142.35	347,651.53	437,637.00	89,985.47	79.4

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXECUTIVE</u>					
10-49-11 SALARIES AND WAGES	19,899.72	182,394.47	194,727.00	12,332.53	93.7
10-49-13 EMPLOYEE BENEFITS	8,256.06	86,055.00	115,627.00	29,572.00	74.4
10-49-20 MILEAGE REIMBURSEMENTS	.00	.00	750.00	750.00	.0
10-49-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	1,031.50	3,068.30	3,000.00	(68.30)	102.3
10-49-23 TRAVEL AND EDUCATION	4,272.49	9,988.41	6,000.00	(3,988.41)	166.5
10-49-24 POSTAGE	.00	.00	320.00	320.00	.0
10-49-25 NEW EQUIPMENT PURCHASE	1,832.82	7,152.67	17,000.00	9,847.33	42.1
10-49-37 ATTORNEY	6,915.00	39,468.50	33,000.00	(6,468.50)	119.6
10-49-62 MISCELLANEOUS	33.79	222.40	12,000.00	11,777.60	1.9
10-49-63 IT SUPPORT & CONTRACTS	2,118.82	26,247.86	36,000.00	9,752.14	72.9
10-49-65 EMP. AWARDS, REC. & EVENTS	7,428.56	13,546.24	13,000.00	(546.24)	104.2
10-49-66 EDUCATION REIMB. PROGRAM	.00	831.00	6,000.00	5,169.00	13.9
10-49-67 EMP. BENEFITS & BONUS PROGRAM	.00	13,100.00	13,000.00	(100.00)	100.8
10-49-68 WELLNESS PROGRAM	50.00	150.00	2,000.00	1,850.00	7.5
10-49-69 OFFICE SUPPLIES & EXPENSE	1,632.07	5,678.26	5,000.00	(678.26)	113.6
10-49-70 CELLULAR & RADIO SERV. & EQUIP	949.72	12,265.40	12,000.00	(265.40)	102.2
10-49-72 LEGAL ADVERTISING	.00	6,313.86	9,000.00	2,686.14	70.2
10-49-80 UTAH LEAGUE MEMBERSHIP	.00	5,711.66	5,500.00	(211.66)	103.9
10-49-82 CITY NEWSLETTER	899.99	5,278.94	4,500.00	(778.94)	117.3
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	530.25	2,463.72	8,000.00	5,536.28	30.8
10-49-89 ELECTIONS	.00	19,583.09	20,000.00	416.91	97.9
10-49-90 CITY CELEBRATIONS & EVENTS	20,995.67	76,721.71	78,500.00	1,778.29	97.7
10-49-91 YOUTH COUNCIL	4,007.65	6,426.22	8,000.00	1,573.78	80.3
10-49-92 MISS WEST POINT PAGEANT	8,842.37	13,756.69	19,600.00	5,843.31	70.2
10-49-93 SENIOR PROGRAM	1,668.27	5,699.31	2,500.00	(3,199.31)	228.0
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	.00	180,432.13	200,000.00	19,567.87	90.2
10-49-98 ARTS COUNCIL	.00	.00	5,000.00	5,000.00	.0
TOTAL EXECUTIVE	91,364.75	722,555.84	842,324.00	119,768.16	85.8

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
10-52-11 SALARIES AND WAGES	18,528.65	185,538.14	291,781.00	106,242.86	63.6
10-52-13 EMPLOYEE BENEFITS & RETIREMENT	6,676.04	82,465.18	144,256.00	61,790.82	57.2
10-52-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	245.00	1,169.00	1,000.00	(169.00)	116.9
10-52-23 TRAVEL, EDUCATION & CERTIFICAT	2,608.64	4,404.23	4,000.00	(404.23)	110.1
10-52-25 EQUIPMENT & SUPPLIES	591.81	2,875.02	2,000.00	(875.02)	143.8
10-52-51 GIS	.00	722.00	1,750.00	1,028.00	41.3
10-52-62 CONTRACT PLANNING & INSP SERV	107.61	1,762.11	5,000.00	3,237.89	35.2
10-52-63 IT SUPPORT & CONTRACTS	.00	862.43	5,000.00	4,137.57	17.3
10-52-65 STATE BUILDING SURCHARGE	.00	4,528.93	1,000.00	(3,528.93)	452.9
10-52-68 PLANNING COMM/BOARD OF ADJ.	.00	3,054.37	3,000.00	(54.37)	101.8
10-52-69 OFFICE SUPPLIES & EXPENSE	108.64	812.12	500.00	(312.12)	162.4
10-52-85 CODE ENFORCEMENT	524.30	1,504.98	4,000.00	2,495.02	37.6
TOTAL COMMUNITY DEVELOPMENT	29,390.69	289,698.51	463,287.00	173,588.49	62.5
<u>ENGINEERING</u>					
10-53-11 SALARIES AND WAGES	4,584.80	46,194.59	43,960.00	(2,234.59)	105.1
10-53-13 EMP. BENEFITS & RETIREMENT	1,624.36	19,209.16	22,051.00	2,841.84	87.1
10-53-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	85.00	417.16	1,000.00	582.84	41.7
10-53-23 TRAVEL, EDUCATION & CERTIFICAT	.00	2,283.66	4,000.00	1,716.34	57.1
10-53-25 EQUIPMENT & SUPPLIES	479.17	2,721.72	5,500.00	2,778.28	49.5
10-53-51 GIS	.00	3,772.91	3,000.00	(772.91)	125.8
10-53-63 IT SUPPORT & CONTRACTS	1,232.55	1,232.55	5,400.00	4,167.45	22.8
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	8,005.88	76,694.25	107,411.00	30,716.75	71.4
<u>PUBLIC SAFETY & EMERGENCY PLAN</u>					
10-54-11 CROSSING GUARDS	1,200.00	43,795.45	60,011.00	16,215.55	73.0
10-54-13 EMPLOYEE BENEFITS & RETIREMENT	120.15	4,356.69	5,949.00	1,592.31	73.2
10-54-15 CROSSING GUARD SUPPLIES/EQUIP.	.00	188.00	1,000.00	812.00	18.8
10-54-60 ANIMAL CONTROL	8,798.12	49,501.56	55,000.00	5,498.44	90.0
10-54-62 POLICE SERVICES	22,557.00	270,684.00	283,250.00	12,566.00	95.6
10-54-65 NARCOTICS STRIKE FORCE	.00	8,743.68	8,800.00	56.32	99.4
10-54-75 HOMETOWN SECURITY (EPRT)	.00	.00	4,000.00	4,000.00	.0
TOTAL PUBLIC SAFETY & EMERGENCY PLAN	32,675.27	377,269.38	418,010.00	40,740.62	90.3

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS AND CEMETERY</u>					
10-70-11 SALARIES AND WAGES	6,013.89	56,741.81	106,021.00	49,279.19	53.5
10-70-13 EMPLOYEE BENEFITS & RETIREMENT	1,390.75	18,213.93	10,505.00	(7,708.93)	173.4
10-70-20 UNIFORMS	.00	600.00	600.00	.00	100.0
10-70-25 EQUIPMENT & SUPPLIES	25.61	15,611.22	14,000.00	(1,611.22)	111.5
10-70-26 BUILDING AND GROUNDS	8,868.83	75,588.66	68,600.00	(6,988.66)	110.2
10-70-29 PARK & CEMETERY LIGHTS	597.00	3,661.75	3,400.00	(261.75)	107.7
10-70-61 MISC. SERVICES AND SUPPLIES	200.07	343.01	1,200.00	856.99	28.6
10-70-69 OFFICE SUPPLIES & EXPENSE	.00	.00	500.00	500.00	.0
10-70-70 GATEWAYS & PUBLIC PROPERTIES	816.64	8,444.20	4,000.00	(4,444.20)	211.1
TOTAL PARKS AND CEMETERY	17,912.79	179,204.58	208,826.00	29,621.42	85.8
<u>RECREATION</u>					
10-71-11 SALARIES AND WAGES	17,736.20	162,573.60	172,596.00	10,022.40	94.2
10-71-13 EMPLOYEE BENEFITS & RETIREMENT	5,388.32	66,959.45	80,870.00	13,910.55	82.8
10-71-20 RECREATION PROGRAM MARKETING	.00	2,239.57	1,000.00	(1,239.57)	224.0
10-71-23 TRAVEL & EDUCATION	2,330.30	3,733.43	2,400.00	(1,333.43)	155.6
10-71-26 BUILDING AND GROUNDS	85.94	423.37	2,300.00	1,876.63	18.4
10-71-30 BACKGROUND CHECKS	.00	754.60	2,000.00	1,245.40	37.7
10-71-60 SOCCER	1,648.45	27,587.13	12,000.00	(15,587.13)	229.9
10-71-67 JUNIOR JAZZ	1,708.11	20,706.83	23,000.00	2,293.17	90.0
10-71-68 FOOTBALL	3,491.46	34,285.39	34,500.00	214.61	99.4
10-71-69 OFFICE SUPPLIES & EXPENSE	347.66	582.28	250.00	(332.28)	232.9
10-71-71 BASEBALL/SOFTBALL	9,530.66	29,736.08	20,500.00	(9,236.08)	145.1
10-71-73 VOLLEYBALL	1,216.30	2,783.45	3,000.00	216.55	92.8
10-71-74 TENNIS	.00	.00	5,000.00	5,000.00	.0
TOTAL RECREATION	43,483.40	352,365.18	359,416.00	7,050.82	98.0
<u>TRANSFERS, CONT. & OTHER USES</u>					
10-90-63 CLASS C TRANS. TO SPECIAL REV.	236,188.13	479,741.62	400,000.00	(79,741.62)	119.9
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	671,957.00	671,957.00	.0
TOTAL TRANSFERS, CONT. & OTHER USES	236,188.13	479,741.62	1,179,012.00	699,270.38	40.7
TOTAL FUND EXPENDITURES	532,564.40	3,141,370.82	4,351,386.00	1,210,015.18	72.2
NET REVENUE OVER EXPENDITURES	(398,543.10)	2,228,225.03	.00	(2,228,225.03)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

SPECIAL REVENUE FUND

ASSETS

45-1190	CASH - ALLOCATION TO OTHER FUN	6,058,646.21	
45-1411	DUE FROM OTHER GOVT. UNITS	31,061.70	
	TOTAL CURRENT ASSETS		6,089,707.91
	TOTAL ASSETS		6,089,707.91

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	1,237,496.56	
	BALANCE - CURRENT DATE	5,863,056.95	
	TOTAL FUND EQUITY		5,863,056.95
	TOTAL LIABILITIES AND EQUITY		6,089,707.91

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

SPECIAL REVENUE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>DEVELOPMENT FEES</u>					
45-30-57	ROAD IMPACT FEES	32,633.00	338,519.00	152,900.00	(185,619.00)	221.4
45-30-70	PARK AND TRAILS IMPACT FEES	52,311.18	537,600.18	238,086.00	(299,514.18)	225.8
45-30-75	NORTH DAVIS SEWER IMPACT FEES	81,400.00	811,432.00	352,600.00	(458,832.00)	230.1
45-30-80	N.D. FIRE IMPACT FEES	4,709.38	47,625.64	13,868.00	(33,757.64)	343.4
45-30-99	BEGINNING BALANCE	.00	.00	190,281.00	190,281.00	.0
	<u>TOTAL DEVELOPMENT FEES</u>	<u>171,053.56</u>	<u>1,735,176.82</u>	<u>947,735.00</u>	<u>(787,441.82)</u>	<u>183.1</u>
	<u>OTHER FINANCING SOURCES</u>					
45-33-90	TRANSFER FROM OTHER FUNDS	236,188.13	479,741.62	400,000.00	(79,741.62)	119.9
45-33-93	LOCAL OPTION ROADS	17,234.30	180,903.62	125,000.00	(55,903.62)	144.7
45-33-96	ARPA WEST POINT CITY DIRECT	(5,801.25)	(7,435.00)	1,296,768.00	1,304,203.00	(.6)
45-33-97	ARPA NEU DAVIS COUNTY	.00	.00	25,000,000.00	25,000,000.00	.0
	<u>TOTAL OTHER FINANCING SOURCES</u>	<u>247,621.18</u>	<u>653,210.24</u>	<u>26,821,768.00</u>	<u>26,168,557.76</u>	<u>2.4</u>
	<u>TOTAL FUND REVENUE</u>	<u>418,674.74</u>	<u>2,388,387.06</u>	<u>27,769,503.00</u>	<u>25,381,115.94</u>	<u>8.6</u>

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

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	10,348.79	39,999.87	57,798.00	17,798.13	69.2
45-51-80 N.D. SEWER IMPACT FEES	86,940.00	800,324.00	352,600.00	(447,724.00)	227.0
45-51-85 N.D. FIRE IMPACT FEES	4,085.10	42,972.43	13,868.00	(29,104.43)	309.9
45-51-91 ARPA WEST POINT CITY DIRECT	.00	.00	1,296,768.00	1,296,768.00	.0
45-51-92 ARPA NEU DAVIS COUNTY	.00	.00	25,000,000.00	25,000,000.00	.0
45-51-93 LOCAL OPTION ROADS	.00	.00	466,309.00	466,309.00	.0
45-51-95 CLASS C ROAD EXPENDITURES	1,988.55	267,594.20	558,049.00	290,454.80	48.0
45-51-97 ROAD & SIDEWALK GRANT PROJECTS	.00	.00	22,463.00	22,463.00	.0
TOTAL SPECIAL FUND PROJECTS	103,362.44	1,150,890.50	27,769,503.00	26,618,612.50	4.1
TOTAL FUND EXPENDITURES	103,362.44	1,150,890.50	27,769,503.00	26,618,612.50	4.1
NET REVENUE OVER EXPENDITURES	315,312.30	1,237,496.56	.00	(1,237,496.56)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

CAPITAL PROJECTS FUND

ASSETS

48-1190	CASH ALLOCATION TO OTHER FUNDS	4,146,108.65	
	TOTAL CURRENT ASSETS		4,146,108.65
	TOTAL ASSETS		4,146,108.65

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	(459,331.76)	
	BALANCE - CURRENT DATE	4,126,700.24	
	TOTAL FUND EQUITY		4,126,700.24
	TOTAL LIABILITIES AND EQUITY		4,146,108.65

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
48-30-39	MISC. REVENUE	.00	124,009.00	.00	(124,009.00)	.0
48-30-45	CEMETERY PERMIT & PERPET. CARE	3,450.00	47,565.00	147,057.00	99,492.00	32.3
48-30-90	BEGINNING BALANCE	.00	.00	1,424,826.00	1,424,826.00	.0
	TOTAL REVENUE	3,450.00	171,574.00	1,571,883.00	1,400,309.00	10.9
	<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	3,450.00	171,574.00	2,263,066.00	2,091,492.00	7.6

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAP. PROJ. FUND FINANCING USES</u>					
48-51-15 BUILDINGS	.00	7,465.60	60,980.00	53,514.40	12.2
48-51-20 ROAD PROJECTS	1,680.00	7,361.00	437,720.00	430,359.00	1.7
48-51-25 PARK IMPROVEMENT PROJECTS	5,553.00	592,089.76	1,030,109.00	438,019.24	57.5
48-51-43 CAPITAL EQUIPMENT REPLACEMENT	.00	15,493.90	66,200.00	50,706.10	23.4
48-51-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
48-51-53 5 YEAR CIP	745.50	8,495.50	510,000.00	501,504.50	1.7
48-51-70 CEMETERY PERPETUAL CARE	.00	.00	147,057.00	147,057.00	.0
TOTAL CAP. PROJ. FUND FINANCING USES	7,978.50	630,905.76	2,263,066.00	1,632,160.24	27.9
TOTAL FUND EXPENDITURES	7,978.50	630,905.76	2,263,066.00	1,632,160.24	27.9
NET REVENUE OVER EXPENDITURES	(4,528.50)	(459,331.76)	.00	459,331.76	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

WASTE FUND

ASSETS

51-1075	UTILITY CASH CLEARING	(	2,832.26)	
51-1190	CASH-ALLOCATION FROM GEN.FUND		753,334.90	
51-1311	WASTE ACCOUNTS RECEIVABLE		187,683.68	
51-1312	ALLOWANCE FOR BAD DEBTS	(	15,373.83)	
51-1411	DUE FROM OTHER GOVERNMENT		13,840.24	
51-1502	DEFERRED OUTFLOWS - PENSION		25,715.00	

TOTAL CURRENT ASSETS		962,367.73
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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
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TOTAL ASSETS		4,921,619.89
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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
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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	(	8,571.89)

BALANCE - CURRENT DATE		4,536,260.61
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TOTAL FUND EQUITY		4,536,260.61
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TOTAL LIABILITIES AND EQUITY		4,921,619.89
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WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

WASTE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>						
51-37-17	PENALTIES	(815.00)	1,510.00	10,000.00	8,490.00	15.1
51-37-26	SEWER FEES	(59,839.36)	1,202,309.12	1,380,000.00	177,690.88	87.1
51-37-50	GARBAGE COLLECTION FEES	48,612.72	567,961.85	565,000.00	(2,961.85)	100.5
51-37-60	GREENWASTE COLLECTION FEES	10,224.51	122,076.29	120,000.00	(2,076.29)	101.7
51-37-70	RECYCLE COLLECTION FEES	12,476.26	143,358.68	142,000.00	(1,358.68)	101.0
TOTAL OPERATING REVENUE		10,659.13	2,037,215.94	2,217,000.00	179,784.06	91.9
<u>OTHER FINANCING SOURCES</u>						
51-38-05	SEWER IMPACT FEES	180,286.00	238,176.00	82,700.00	(155,476.00)	288.0
51-38-15	CAN PURCHASE	4,080.00	41,735.00	40,000.00	(1,735.00)	104.3
51-38-80	INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
51-38-99	PENSION	.00	.00	5,938.00	5,938.00	.0
TOTAL OTHER FINANCING SOURCES		184,366.00	279,911.00	138,638.00	(141,273.00)	201.9
TOTAL FUND REVENUE		195,025.13	2,317,126.94	2,355,638.00	38,511.06	98.4

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
51-81-11 SALARIES AND WAGES	20,132.60	200,042.76	214,431.00	14,388.24	93.3
51-81-13 BENEFITS AND BONUS	7,822.72	91,061.15	126,800.00	35,738.85	71.8
51-81-15 ON CALL PAY	56.00	381.00	850.00	469.00	44.8
51-81-20 OVERTIME	.00	.00	2,000.00	2,000.00	.0
51-81-27 LIFT STATION PUMPS	273.38	6,518.16	10,900.00	4,381.84	59.8
51-81-42 GARBAGE	113,324.47	579,310.15	500,000.00	(79,310.15)	115.9
51-81-43 GREENWASTE	25,956.48	122,936.10	100,000.00	(22,936.10)	122.9
51-81-44 RECYCLING	43,852.38	119,669.18	88,000.00	(31,669.18)	136.0
51-81-49 SEWER COLLECTION AND DISPOSAL	75,136.05	881,067.87	868,000.00	(13,067.87)	101.5
51-81-55 SEWER MAINTENANCE AND REPAIR	667.34	30,740.23	30,000.00	(740.23)	102.5
51-81-63 IT SUPPORT & CONTRACTS	796.12	17,634.74	23,825.00	6,190.26	74.0
51-81-65 UTILITY REFUNDS	.00	.00	1,500.00	1,500.00	.0
TOTAL PRIMARY OPERATING EXPENSES	288,017.54	2,049,361.34	1,966,306.00	(83,055.34)	104.2
<u>MATERIALS AND SUPPLIES</u>					
51-82-24 UTILITY BILLS - POSTAGE/EQUIP.	794.07	9,291.81	11,000.00	1,708.19	84.5
51-82-47 CAN PURCHASE	2,500.00	46,545.00	27,000.00	(19,545.00)	172.4
51-82-60 TRAVEL AND EDUCATION	.00	2,294.22	1,500.00	(794.22)	153.0
51-82-61 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS AND SUPPLIES	3,294.07	58,131.03	40,500.00	(17,631.03)	143.5
<u>WASTE - OTHER EXPENSES</u>					
51-84-05 SEWER IMPACT FEE PROJECTS	.00	144,924.02	151,000.00	6,075.98	96.0
51-84-20 RISK MANAGEMENT	145.23	9,484.17	10,000.00	515.83	94.8
51-84-30 DEPRECIATION	.00	.00	85,000.00	85,000.00	.0
51-84-35 CREDIT CARD PROCESSING FEES	1,130.63	13,942.77	8,100.00	(5,842.77)	172.1
51-84-39 AUDITOR & ACCOUNTING SUPPORT	2,700.00	4,860.00	6,000.00	1,140.00	81.0
51-84-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
51-84-81 IT	1,776.64	1,776.64	4,000.00	2,223.36	44.4
51-84-83 CAPITAL IMPROVEMENTS	6,417.38	35,176.64	34,732.00	(444.64)	101.3
51-84-84 BLUE STAKES	356.00	2,027.95	1,000.00	(1,027.95)	202.8
51-84-90 FLEET	689.56	6,014.27	8,000.00	1,985.73	75.2
51-84-97 FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
TOTAL WASTE - OTHER EXPENSES	13,215.44	218,206.46	328,832.00	110,625.54	66.4
<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 12 MONTHS ENDING JUNE 30, 2022

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	304,527.05	2,325,698.83	2,355,638.00	29,939.17	98.7
NET REVENUE OVER EXPENDITURES	(109,501.92)	(8,571.89)	.00	8,571.89	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

WATER FUND

ASSETS

55-1190	CASH-ALLOCATION FROM GEN. FUND	2,243,174.44	
55-1311	WATER ACCOUNTS RECEIVABLE	139,526.12	
55-1312	ALLOWANCE FOR BAD DEBTS	(3,000.00)	
55-1502	DEFERRED OUTFLOWS - PENSION	27,327.00	
	TOTAL CURRENT ASSETS		2,407,027.56

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		6,464,620.92

LIABILITIES AND EQUITY

LIABILITIES

55-2131	ACCOUNTS PAYABLE	111,996.87	
55-2140	CUSTOMER DEPOSITS PAYABLE	148,261.30	
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		345,654.94

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	165,466.67	
	BALANCE - CURRENT DATE	6,118,965.98	
	TOTAL FUND EQUITY		6,118,965.98
	TOTAL LIABILITIES AND EQUITY		6,464,620.92

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>OPERATING REVENUE</u>					
55-37-11	METERED WATER SALES	67,045.51	815,633.78	800,000.00	(15,633.78)	102.0
55-37-13	SECONDARY WATER SALES	74,938.15	873,512.60	820,000.00	(53,512.60)	106.5
55-37-14	CONNECTION FEES - WATER	4,550.00	33,290.00	11,500.00	(21,790.00)	289.5
55-37-17	PENALTIES	877.50	1,359.00	10,000.00	8,641.00	13.6
	<u>TOTAL OPERATING REVENUE</u>	<u>147,411.16</u>	<u>1,723,795.38</u>	<u>1,641,500.00</u>	<u>(82,295.38)</u>	<u>105.0</u>
	<u>OTHER FINANCING SOURCES</u>					
55-38-05	WATER IMPACT FEES	14,456.00	103,416.00	36,696.00	(66,720.00)	281.8
55-38-55	MISCELLANEOUS REVENUE	3,618.00	88,618.00	.00	(88,618.00)	.0
55-38-80	INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
55-38-95	FUND RESERVES	.00	.00	402,208.00	402,208.00	.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
	<u>TOTAL OTHER FINANCING SOURCES</u>	<u>18,074.00</u>	<u>192,034.00</u>	<u>655,683.00</u>	<u>463,649.00</u>	<u>29.3</u>
	<u>TOTAL FUND REVENUE</u>	<u>165,485.16</u>	<u>1,915,829.38</u>	<u>2,297,183.00</u>	<u>381,353.62</u>	<u>83.4</u>

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
55-81-11 SALARIES AND WAGES	22,984.40	228,530.95	254,617.00	26,086.05	89.8
55-81-13 BENEFITS AND BONUS	9,016.30	105,068.00	152,290.00	47,222.00	69.0
55-81-15 ON CALL PAY	112.00	762.00	1,700.00	938.00	44.8
55-81-20 OVERTIME	.00	.00	4,000.00	4,000.00	.0
55-81-28 WELLS & WATER TANK POWER	710.69	7,725.96	11,500.00	3,774.04	67.2
55-81-35 HOOPER WATER DISTRICT	75.00	180.00	1,500.00	1,320.00	12.0
55-81-41 WATER MAINTENANCE	2,974.94	21,835.96	18,000.00	(3,835.96)	121.3
55-81-42 WATER SAMPLE TESTING	.00	1,709.00	5,000.00	3,291.00	34.2
55-81-43 SECONDARY WATER	71,275.67	835,413.55	770,000.00	(65,413.55)	108.5
55-81-45 REGISTRATION & OTHER EXPENSES	.00	75.00	1,000.00	925.00	7.5
55-81-60 TRAVEL AND EDUCATION	.00	2,085.82	4,140.00	2,054.18	50.4
55-81-63 IT SUPPORT & CONTRACTS	532.10	99,731.01	24,000.00	(75,731.01)	415.6
TOTAL PRIMARY OPERATING EXPENSES	107,681.10	1,303,117.25	1,247,747.00	(55,370.25)	104.4
<u>WATER - MATERIALS AND SUPPLIES</u>					
55-82-24 UTILITY BILLS - POSTAGE/EQUIP	794.08	9,811.83	8,250.00	(1,561.83)	118.9
55-82-47 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	750.00	750.00	.0
55-82-50 WATER METERS	.00	111,255.10	115,000.00	3,744.90	96.7
TOTAL WATER - MATERIALS AND SUPPLIES	794.08	121,066.93	124,000.00	2,933.07	97.6
<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	464.06	9,178.77	10,000.00	821.23	91.8
55-84-30 DEPRECIATION	.00	.00	80,000.00	80,000.00	.0
55-84-33 CAPITAL PROJECTS & EXPENDITURE	.00	16,820.08	119,087.00	102,266.92	14.1
55-84-35 CREDIT CARD PROCESSING FEES	1,209.50	14,915.56	8,800.00	(6,115.56)	169.5
55-84-38 AUDITOR & ACCOUNTING SUPPORT	2,700.00	4,860.00	6,000.00	1,140.00	81.0
55-84-40 WATER PURCHASE - WEBER BASIN	.00	263,620.00	213,620.00	(50,000.00)	123.4
55-84-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
55-84-82 BLUE STAKES	.00	1,576.87	1,500.00	(76.87)	105.1
55-84-83 IT	4,682.28	4,682.28	2,000.00	(2,682.28)	234.1
55-84-85 ENGINEERING STUDIES & PLANNING	.00	.00	20,000.00	20,000.00	.0
55-84-90 FLEET	1,206.73	10,524.97	15,000.00	4,475.03	70.2
55-84-97 FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
TOTAL WATER - OTHER EXPENSES	10,262.57	326,178.53	905,436.00	579,257.47	36.0
<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 12 MONTHS ENDING JUNE 30, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	118,737.75	1,750,362.71	2,297,183.00	546,820.29	76.2
NET REVENUE OVER EXPENDITURES	46,747.41	165,466.67	.00	(165,466.67)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

STORM WATER UTILITY FUND

ASSETS

58-1190	CASH-ALLOCATION FROM GEN. FUND	2,332,446.73	
58-1311	STORM WATER ACCTS. RECEIVABLE	18,618.93	
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			2,373,724.42

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			7,458,351.69

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	287,358.32	
BALANCE - CURRENT DATE		7,415,962.74	
TOTAL FUND EQUITY			7,415,962.74
TOTAL LIABILITIES AND EQUITY			7,458,351.69

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

STORM WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>OPERATING REVENUE</u>					
58-37-11	STORM SYS. MAINT. & CONST. FEE	16,940.04	198,809.14	185,000.00	(13,809.14)	107.5
58-37-17	PENALTIES	97.50	151.00	1,000.00	849.00	15.1
58-37-90	FUND BALANCE	.00	.00	172,339.00	172,339.00	.0
58-37-91	STORM WATER IMPACT FEE BALANCE	.00	.00	13,937.00	13,937.00	.0
	TOTAL OPERATING REVENUE	17,037.54	198,960.14	372,276.00	173,315.86	53.4
	<u>OTHER FINANCING SOURCES</u>					
58-38-05	STORM WATER IMPACT FEES	243,421.54	269,990.82	105,100.00	(164,890.82)	256.9
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	243,421.54	269,990.82	145,100.00	(124,890.82)	186.1
	TOTAL FUND REVENUE	260,459.08	468,950.96	517,376.00	48,425.04	90.6

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

STORM WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
58-81-11 SALARIES AND WAGES	9,050.66	89,531.15	79,257.00	(10,274.15)	113.0
58-81-13 BENEFITS	3,446.26	40,688.41	45,360.00	4,671.59	89.7
58-81-27 STORM SYS. MAINT. & REPAIR	357.14	6,770.96	11,000.00	4,229.04	61.6
58-81-28 CONSTRUCTION	.00	.00	10,000.00	10,000.00	.0
58-81-34 CREDIT CARD FEES	157.76	1,945.46	1,100.00	(845.46)	176.9
58-81-40 SWEEPING & PREVENTATIVE CARE	1,052.30	14,713.92	12,000.00	(2,713.92)	122.6
58-81-42 STRM SYS MAINT & PHS II COMP.	.00	1,434.00	2,500.00	1,066.00	57.4
58-81-43 SECONDARY WATER	.00	.00	5,000.00	5,000.00	.0
TOTAL PRIMARY OPERATING EXPENSES	14,064.12	155,083.90	166,217.00	11,133.10	93.3
<u>STORM WTR UTILITY - OTHER EXP.</u>					
58-84-05 STORM SYSTEM IMPACT FEE PROJ.	.00	17,159.25	121,000.00	103,840.75	14.2
58-84-20 RISK MANAGEMENT	48.41	3,160.93	3,500.00	339.07	90.3
58-84-30 DEPRECIATION	.00	.00	64,000.00	64,000.00	.0
58-84-38 AUDITOR & ACCOUNTING SUPPORT	675.00	1,215.00	1,500.00	285.00	81.0
58-84-44 VEHICLE REPLACEMENT	.00	.00	11,000.00	11,000.00	.0
58-84-83 CAPITAL PROJECTS	.00	3,172.50	117,659.00	114,486.50	2.7
58-84-90 FLEET EXPENSE	172.39	1,801.06	2,500.00	698.94	72.0
58-84-97 FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
TOTAL STORM WTR UTILITY - OTHER EXP.	895.80	26,508.74	331,159.00	304,650.26	8.0
<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	14,959.92	181,592.64	517,376.00	335,783.36	35.1
NET REVENUE OVER EXPENDITURES	245,499.16	287,358.32	.00	(287,358.32)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

DEBT SERVICE

ASSETS

70-1190	CASH ALLOCATION TO OTHER FUNDS	10,836.81	
	TOTAL CURRENT ASSETS		10,836.81
	TOTAL ASSETS		10,836.81

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	(107,084.00)	
	BALANCE - CURRENT DATE	10,836.81	
	TOTAL FUND EQUITY		10,836.81
	TOTAL LIABILITIES AND EQUITY		10,836.81

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

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 12 MONTHS ENDING JUNE 30, 2022

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	1,084.00	1,055.00	(29.00)	102.8
TOTAL FUNDING USES	.00	107,084.00	107,055.00	(29.00)	100.0
TOTAL FUND EXPENDITURES	.00	107,084.00	107,055.00	(29.00)	100.0
NET REVENUE OVER EXPENDITURES	.00	(107,084.00)	.00	107,084.00	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

CDRA FUND

ASSETS

85-1190	CASH ALLOCATION TO OTHER FUNDS	101,829.09	
85-1361	PROPERTY TAXES DEFERRED	13,701.00	
	TOTAL CURRENT ASSETS		115,530.09
	TOTAL ASSETS		115,530.09

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	
	REVENUE OVER EXPENDITURES - YTD	56,100.70	
	BALANCE - CURRENT DATE	101,829.09	
	TOTAL FUND EQUITY		101,829.09
	TOTAL LIABILITIES AND EQUITY		115,530.09

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

CDRA FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
85-31-10 PROPERTY TAX INCREMENT	.00	193,251.00	140,000.00	(53,251.00)	138.0
TOTAL REVENUE	.00	193,251.00	140,000.00	(53,251.00)	138.0
TOTAL FUND REVENUE	.00	193,251.00	140,000.00	(53,251.00)	138.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2022

CDRA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>EXPENDITURES</u>					
85-44-65	LONG-TERM DEBT EXPENSE	.00	115,000.00	115,000.00	.00	100.0
	TOTAL EXPENDITURES	.00	115,000.00	115,000.00	.00	100.0
	<u>DEPARTMENT 84</u>					
85-84-15	INTEREST EXPENSE	.00	22,150.30	25,000.00	2,849.70	88.6
	TOTAL DEPARTMENT 84	.00	22,150.30	25,000.00	2,849.70	88.6
	TOTAL FUND EXPENDITURES	.00	137,150.30	140,000.00	2,849.70	98.0
	NET REVENUE OVER EXPENDITURES	.00	56,100.70	.00	(56,100.70)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2022

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
JUNE 30, 2022

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 ABCENCES 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: ARPA Grant – Davis County
Author: Boyd Davis
Department: Engineering
Meeting Date: September 6, 2022

Background

West Point City has been approved for a grant from Davis County to fund the design of the sewer expansion project on the northwest corner of the City. The City recently completed a sewer feasibility study for this area that outlined how the sewer system could be expanded. It is now time to begin the actual engineering design in anticipation of constructing the new sewer system in the near future. Davis County has been very supportive of the sewer expansion and thus approved a grant of \$2M to fund the design of the system.

Analysis

The funds for this grant are coming from the American Rescue Plan Act (ARPA) money that Davis County received from the federal government. These funds are intended for infrastructure projects, such as sewer systems. Davis County is distributing the funds via a grant program they created to share the funds with the municipalities of the County. The City has submitted three separate applications for the sewer expansion project. The first application is for the design, and the other two applications are for the first two phases of construction. We have been approved for the design and it appears that we will also be approved for the construction soon.

To officially receive the grant the City must enter into an agreement with the County. The County has been working on the agreement and we are hopeful that we will have a draft copy at the Council meeting. Because of strict deadlines with the ARPA funds, we would like to move this along as quickly as possible. If the Council is agreeable, we would bring this back at the next meeting for approval of the agreement.

Recommendation

No action required. This is for discussion only.

Significant Impacts

None

Attachments

Draft Agreement

CITY COUNCIL STAFF REPORT



Subject: Discussion of a Proposed
West Point Arts Council
Author: Kyle Laws
Department: Executive
Date: Sept 6, 2022

Background

In June 2020, the City Council discussed the proposal and possibility of an arts council. At that meeting we talked about potential activities and events that could fall under the Arts Council. Much of the discussion centered around how the organization would be established (i.e., as its own entity or under the City). In March 2021, the City Council discussed the options for organizing the arts council and how other neighboring cities have set up and organize theirs. The City Council tasked Staff with moving forward with creating bylaws and ordinances to set up and organize a West Point Arts Council.

Analysis

A survey was completed last year to gain input and feedback from the community regarding the establishment of our own arts council. The survey came back with very favorable results including a willingness for many people to be involved to help make it successful. Staff has worked with our City Attorney, Felshaw King, to create a draft of bylaws and organizing documents to set up an arts council. These documents are attached and will be discussed in detail at the City Council Meeting.

The arts council would be set up the same way Syracuse City has set theirs up with a few minor modifications. By way of organization, the West Point Arts Council Board would consist of members appointed by the Mayor with the advice and consent of the City Council, except for one position on the Board that would be a member of City Staff. The Staff member would serve in the position of Vice Chair. All Board members, except the City Staff member, would serve four-year terms and would be volunteer positions.

As mentioned, the attached documents explain the details of how the arts council is set up and administered. One document contains the bylaws. The other document would be codified in our City Code.

Recommendation

No action is required at this time. This is for discussion purposes only. However, Staff would like feedback and direction from the Council on this idea of an Arts Council.

Significant Impacts

There are no significant impacts at this time that we are aware of. We like to see the creativity of our residents and the ideas that arise to further unite our residents and community.

Attachments

WEST POINT ARTS COUNCIL

Sections:

- 2.85.010 Purpose
- 2.85.020 West Point Arts Council Board
- 2.85.030 Organization and Procedures
- 2.85.040 Duties and Responsibilities
- 2.85.050 West Point City Responsibilities
- 2.85.060 Definitions

West Point City recognizes the importance of the arts in a community. It values promoting culture and activities that encourage interaction among its citizens in service and social events that unify residents and encourage pride in the City and relationships among citizens. The City recognizes that the growth of the Arts in the community provides a variety of opportunities for its citizens to be both patrons and participants.

2.85.020 West Point Arts Council Board

A West Point Arts Council Board is hereby established by the City with the following provisions:

- (A) Board Composition. The Board shall consist of members appointed by the Mayor in accordance with subsection (B) of this section and a member of the City Staff assigned by the City Manager to oversee the West Point Arts Council Activities.
- (B) The Mayor shall appoint Board members with the advice and consent of the City Council, except for the member of the City staff. All members of the Board must live within the West Point City limits.
- (C) Prospective Board members shall submit a letter of interest to the Arts Council, which may recommend them for service in a specific assignment. All citizens of West Point City are welcome to submit applications for open positions or show interest at any time. Each Board member shall demonstrate interest, competence and knowledge in the operation and functions of the West Point Arts Council.

(D) Terms of Office. The terms of office for Board members, who are not members of the City staff, shall be four (4) years. These members' terms shall be staggered so that no more than 25 percent of the members' terms expire at the same time. The term of office for the City staff designated as a member of the Board shall be as determined by the City Manager. Appointments to the Board should be made no later than the first City Council meeting in September of each year, and shall be filled as quickly as practicable when a vacancy arises due to resignation. In circumstances where appointments are not made prior to the first City Council meeting in September each year, said appointments shall be made as soon as reasonably possible thereafter.

(E) Council Liaison. The City Council shall appoint one of its members to serve as Liaison to the Board. The Council Member shall attend the meetings of the Board, advise and act as a liaison to the City Council regarding the Board, and participate in meetings as provided in this section, with no power to vote thereon.

(F) Removal. Members shall serve at the pleasure of the City and the City Council may remove Board members at any time by majority vote.

(G) Vacancies. Midterm vacancies of appointed Board members occurring for any reason shall be filled for the remainder of the unexpired term by appointment of the Mayor, with the advice and consent of the City Council, in accordance with the procedures for appointment set forth herein.

(H) Compensation. Members shall serve without compensation and all services performed shall be deemed "voluntary services" for purposes of the Governmental Immunity Act of Utah. Members shall be deemed "volunteers" for purposes of City ordinances, rules, regulations and policies concerning personnel, except that the Board shall provide for reimbursement of actual expenses incurred upon prior approval, or for reasonable and necessary expenses incurred in the performance of their duties as determined appropriate by the City Manager and upon presentation of proper receipts and vouchers. All expenses shall be consistent with the City's purchasing policy and subject to administrative rules as established by the City Manager.

(I) Quorum. The Board shall not conduct official business on behalf of the West Point Arts Council, except in the presence of a properly constituted quorum. A quorum shall consist of a majority of the appointed members, with at least two in attendance being members of the Executive Board. Participation through electronic means shall be adequate for creating a quorum and voting on West Point Arts Council members.

(J) Rules. The Board may adopt bylaws and/or reasonable rules and regulations in accordance with the provisions set forth herein for governing the conduct of its business. All

such rules and regulations shall be submitted to the City Council for review and approved by resolution of the City Council.

2.85.030 Organization and Procedures

The organization and structure of the West Point Arts Council Board shall be as follows:

(A) Executive Board. An Executive Board is organized with the following members, all of whom also participate in Board meetings as voting members:

(1) Chairperson, who is recommended bi-annually by the Board and confirmed by the City Council;

(2) Vice-Chair, who is a member of the West Point City Staff assigned to the Board;

(3) Secretary, who is elected annually by the Board; and

(4) Treasurer, who is elected annually by the Board.

(B) Chairperson and Vice-Chair. Voting members of the Board shall recommend one of its members as Chairperson for confirmation by the City Council. The Chairperson shall be a voting member of the Board and shall oversee the proceedings and activities of the Board. The City staff member shall act as Vice-Chair and, in the event the Chairperson is unable to attend the meeting, as Chair Pro Tem. The Elected Chairperson shall serve a term of one year. The Chairperson may be reelected annually during the Board's September meeting.

(C) Secretary and Treasurer. The Board shall elect from its members a Secretary and Treasurer to serve on the Executive Board, during annual elections held each year in September.

(D) Administrative and Activity Chairs. Other Board members shall serve as either administrative or activity chairs, and participate as voting Board members. Chairs are appointed by majority vote by the Board. Chairs include:

(1) Administrative Chairs, which lead functions such as but not limited to: fundraising, sponsorships, advertising, grant writing and publicity coordination.

(2) Activity Chairs, which lead program activities such as theater, music and youth programs.

(3) Other chairs may be established by the Board if a program establishes continued activity. Such chairs, if not members of the Board, may be appointed to be voting Board members.

(E) Volunteers. The Board may by majority vote, appoint volunteers to work in and aid in the operation of the West Point Arts Council. Any member of the community may serve on individual activity committees led by the Board members. Volunteer non-Board members need not be residents of West Point City to serve in this capacity.

(F) Meetings. The Board shall meet no less than once quarterly, but it is expected to meet monthly with the exception of July and December. Meetings shall be conducted in accordance with the open and public meetings laws of the State of Utah, including public notification of meeting place, time and agenda items. The Board shall keep a public record of its proceedings, and all minutes of the meetings and decisions of the Board shall be filed in the office of the City Recorder as public records.

2.85.040 Duties and Responsibilities.

It shall be the duty of the Board to act in an advisory and volunteer capacity to the City Council regarding the administration and operation of the West Point Arts Council, including, but not limited to, the following:

- (A) Prepare and recommend for approval by the City Council a long-range plan, including goals for the West Point Arts Council, review the adopted long-range plan on an annual basis, and recommend any updates or changes to said plan;
- (B) Recommend and implement programs, policies, financing, funding, legislation, and other measures, programs or activities for the administration and operation of the West Point Arts Council consistent with the goals of the long-range plan;
- (C) The Council Liaison shall make regular reports of upcoming activities, events and annual plans to the City Council;
- (D) Prepare and recommend for approval by the City Council appropriate rules and procedures for the use, administration and operation of the West Point Arts Council and its programs and activities;
- (E) Identify the collaborative cultural arts needs of West Point City and implement strategies to address said needs;
- (F) Facilitate the presentation of a variety of arts-related events in West Point.
- (G) Keep records of West Point Arts Council proceedings and make them available for inspection by the public at all reasonable times;
- (H) Partner with selected community arts organizations to pursue funding to support the arts in West Point City;

- (I) Assist in the dissemination of news to recognize and promote arts in the community.

2.85.050 West Point City Responsibilities.

West Point City may provide use of City facilities for operations, displays and events organized and administered by the West Point City Arts Council. The City shall provide liability insurance and computer technical and staff support when necessary. Use of City employees or other City resources shall be requested and pre-approved by the City Manager.

2.85.060 Definitions

- (A) “Design Art” means art that is both functional and aesthetically pleasing, including, but not limited to, all forms of commercial art, product design and architecture.
- (B) “Folk Art” means art originating among the common people of a nation or region and usually reflecting their traditional culture, especially everyday or festive items produced or decorated by unschooled artists.
- (C) “Literary Art” means written works, such as fiction, poetry or nonfiction, that go outside the bounds of normal professional, journalistic, academic and technical forms of literature. Works that fall into this category include novels, epics, short stories, stories, poems, screenwriting and playwriting.
- (D) “Performing Arts” means arts, such as dance, drama and music that are performed before an audience.
- (E) “Visual Arts” means art forms that create works that are primarily visual in nature, such as ceramics, drawings, paintings, sculptures, printmaking and modern visual arts (e.g., photography, video and filmmaking).

**BYLAWS
of the
WEST POINT CITY ARTS COUNCIL OF UTAH
AUGUST __, 2022**

ARTICLE I: NAME

The name of this Organization is the West Point City Arts Council.

ARTICLE II: OBJECTIVES AND PURPOSES

Section 1: The purposes of the Organization are:

(A) First, to foster and develop the artistic talents and skills of families and individuals within West Point City and the surrounding communities in both visual and performing arts.

(B) Second, to present live productions for the cultural education, entertainment and inspiration of the community.

(C) Third, to encourage and sponsor social activities designed to foster the foregoing purposes of the Organization.

Section 2: In the furtherance of these objectives, the West Point City Arts Council may collect admission fees, gratuities, and bequests; may, subject to the City Purchasing Policy and Surplus Policy, buy or otherwise acquire, sell or otherwise dispose of and mortgage or otherwise hypothecate real, personal and mixed property of all kinds and may, in general, exercise all powers granted by the West Point City Arts Council in the State of Utah.

Section 3: The West Point City Arts Council is a not-for-profit organization. No member of the Board shall profit in any tangible way from its activities. All funds are to be disbursed in furtherance of the objectives set forth in Article II, Section 1. In the event of the dissolution of this Organization, all monies, property and physical assets of the Organization shall be distributed for any worthy purposes in accordance with the recommendation of a majority of the votes cast, at a final meeting of membership called for that purpose, and accepted by the Mayor with the advice and consent of the City Council.

Section 4: The Organization is nonpolitical in character and shall not engage in political activities of any nature.

ARTICLE III: MEMBERSHIP

Any person of any age, race, creed, color or sex may become a member of the Organization and there shall be no differences among members regarding rights, privileges, activities or duties.

ARTICLE IV: ORGANIZATION

Section 1: Board of Directors. The officers of this Organization, hereinafter referred to as the Board, shall be appointed as outlined in West Point City Code Section 2.85.020.

(A) Chair and Co-Chair. West Point City Code 2.85.030. The term of each elected Chair, as voted on by the members of the Board, shall be from September 1 to August 31.

(B) Other offices. West Point City Code 2.85.030

Section 2: Committee Chairs. Board members shall serve as Committee Chairs over different programs offered by the West Point City Arts Council. Those Committees may evolve, as the Board deems appropriate, according to the changing needs of the community. However, when there are more committees than Board members, the Board will appoint heads of specific Committees after publicizing and accepting letters of interest for a minimum of fourteen days. They will review all letters in a public meeting and select the best candidate by majority vote. To be considered for the position of Committee Chair, the candidate must have served within the West Point City Arts Council for a minimum of six months, unless the Board has no candidates who meet that requirement. In such cases, the Board may appoint the best volunteer by unanimous vote.

Section 3: Removal from Office. See West Point City Code 2.85.020(F). The Board may also instigate the removal of any member or Committee Chair from office by a unanimous vote of the remaining Board members after careful and appropriate consideration of facts and applicable information, garnered from the general membership of the Organization, City officials and/or employees, or other appropriate sources. Discussion of the potential removal may occur during a closed executive session pursuant to the provisions of 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual, but the vote must take place in an open meeting. The Board may also accept and forward, to the Mayor and City Council, resignations from Board members who will no longer be eligible to serve due to ongoing scheduling conflicts or changes in residence from the City of West Point, Utah, to another community or State.

Section 4: Vacancy. See West Point City Code 2.85.020(G). The Board may consider volunteers to fill such vacancies after publicizing and accepting letters of interest for a minimum of fourteen days. Open positions are required to be posed consistent with City Code. They will review all letters in a public meeting, select the best nominee by majority vote, and forward said nominee to the Mayor. To be considered for the position of Board member, the candidate must have served within the West Point City Arts Council for a minimum of six months, unless the Board has no candidates who meet that requirement. In such cases, the Board may appoint the best volunteer by unanimous vote.

Section 5: Temporary Vacancy. In the event any Board member is unable to serve for a period of not less than one nor more than six months, the Board may appoint, in a public

meeting, a substitute to fulfill that member's duties during his/her absence. The Board may temporarily fill any vacant Board position, up to 20% of vacant Board positions, with a member of the Organization willing to serve in that position until the official appointment by Mayor and City Council. Temporary appointments shall be by majority vote of the sitting Board, and shall take place during a public meeting. The appointed individual shall be designated as an interim Board member.

ARTICLE V: MEETINGS

Section 1: Meeting Location and Written Notice. All meetings of the general membership and the Board shall be held at a West Point City public building or another convenient public meeting location, designated by the Board, within West Point City, Utah. Written notice of such meetings, containing a statement of the purpose, shall be made public not less than twenty-four hours in advance. Written notice shall be posted at not less than one City Office building as well as published on the West Point City's and Organization's websites.

Section 2: Special Meetings. The Board may schedule special meetings, subject to the requirements of appropriate notice, at the request of at least three Board members or receipt of a petition signed by at least ten members of the general membership.

Section 3: Board Meeting. West Point City Code 2.85.030(F). The Board shall meet no less than once quarterly in order to discharge the duties of the Board and carry out the purposes and objectives of the Organization.

Section 4: Voting. The Board shall not conduct official business on behalf of the Organization, except in the presence of a properly-constituted quorum. A quorum shall consist of a majority of the appointed Board members. Participation through electronic means shall be adequate for creating a quorum and voting on matters of the Organization. Each voting Board member present, either physically or via electronic means, shall be entitled to one vote. The President shall only vote in the event of a tie vote. The majority vote of the Board during a meeting shall constitute the act of the Organization.

ARTICLE VI: TERMS OF OFFICE

Section 1: Board Members. See West Point City Code 2.05.020 (D)

Section 2: Chairperson of the Board. See West Point City Code 2.05.020 (D)

Section 3: Committee Chairs. Committee Chairs shall serve until August 31st of the year during which they are appointed, or in the case of Board members, shall serve until the end of their term. Board members serving as Committee Chairs may ask to Chair a different Committee, based on valid reasons and concerns, which the Board may approve by way of unanimous vote.

ARTICLE VII: FINANCES

Section 1: Policy. The Organization's basic financial policy shall be to raise and acquire funds for the purposes and objectives outlined in Article II Section 1 of these Bylaws, which may include the acquisition of funds and property to erect buildings suitable for those purposes and in keeping with the objectives of the Organization.

Section 2: Funds. The Organization shall allocate its properties and assets each year;
(A) For the performance of its routine administrative and operational tasks, including, but not necessarily limited to, the budgeting of live productions, the administrative expenses of the Board, advertising, and correspondence as well as savings for growth investments and acquisition of real property to enable the Organization to accomplish its objectives as defined in Article II herein. The Board shall oversee the Funds on behalf of the Organization (See Article X, Section 2) but said Funds shall be under the custody of the City finance officer coordinated through the Treasurer and disbursed in accordance with direction of the Board.

(B) Reimbursements. See West Point City Code 2.85.020 (H). All requests for reimbursements shall be approved by and submitted to the applicable Committee Chair, or other member previously designated by the Board of Directors who is overseeing the expenses for that particular purpose or project, and be accompanied by an original receipt of actual expenses incurred and a written explanation for each expense, unless a majority of the Board approves a reimbursement without an original receipt.

Section 3: Gifts, Gratuities, and Bequests. These funds shall be administered by the Board and handled in the following manner:

(A) The solicitation mechanism for acquiring these funds shall be approved and designated by the Board.

(B) Unless a donor specifies a purpose for their gift, the Board may use any donation, in keeping with the goals of the Organization, as it deems appropriate.

Section 4: Banking Practices. All Working Funds of the Organization shall be maintained with West Point City. All checks, drafts, or orders for payment of money, notes, or other evidences of indebtedness issued in the name of the Organization shall be designated from the General Ledger account of the Organization with West Point City only after submission of a written request by the Treasurer upon appropriately approved forms designated by West Point City.

Section 5: Interest in Assets. No member of the Organization shall have any right, title or interest in any property of the Organization. No person, whose membership in the Organization is terminated, whether by death, resignation, or any other means, shall have any right, title or interest in any asset or property of the Organization.

Section 6: Compensation. See West Point City Code 2.85.020 (H)

ARTICLE VIII: DUTIES OF BOARD MEMBERS

Section 1: General Duties of all Board members

(A) Attendance at regularly held board meetings. Consecutive absences as noted in the West Point City Code without notification is considered abandonment of Board position.

(B) All financial matters such as setting annual budgets, budget adjustments, program spending, and general financial matters requires a public hearing per state code and is voted on by a quorum meeting in a publicly advertised meeting.

(C) All programming decisions such as concert dates and themes, shows, fundraising events and performance opportunities are to be voted on by a quorum of board members in a publicly noticed meeting.

(D) All contractual agreements whether paid or unpaid such as venue, program directors and producers, and Organization commitments are to be voted on by a quorum of board members in a publicly noticed meeting.

Section 2: Chair as per West Point City Code 2.85.0301(B) the chair is to oversee proceedings and activities of the Board. As the only official duty of the chair is to conduct proceedings, the chair may fill a committee chair assignment as well. The Chair may NOT act alone or make decisions on behalf of the entire Board.

Section 3: The Vice Chair is a member of the city staff as outlined in West Point City Code 2.85.030(B).

Section 4: The Secretary shall provide an agenda of upcoming meetings for publishing consistent with West Point City regulations and keep accurate minutes of meetings.

Section 5: Treasurer. The Treasurer shall oversee the records of the Organization's finances and be responsible for an accounting of said funds at any meeting of the Board or its general membership when requested in advance of said meeting. The Treasurer shall receive monies, monitor fund balances, and facilitate the payments of any applicable and approved indebtedness of the Organization as well as reimbursement of its members for approved expenses in accordance with the purposes and procedures outlined in Article VII and as directed by the Board.

Section 6: Board Members

-- **Theater Committee Chair.** When applicable, the Board member overseeing the Theater Committee shall recruit committee members, organize and chair meetings and activities, and report, during monthly Board meetings, on the status of the productions, classes Troupe, and any other related programs and organizations of the Committee.

-- **Board Member – Orchestra Committee Chair.** When applicable, the Board member overseeing the West Point City Symphony Orchestra Committee shall recruit committee members, attend Orchestra Board meetings and activities, and report, during monthly Board meetings, on the status of the Orchestra and any other related programs and organizations of the Committee.

-- **Board Member – Sponsorships Committee Chair.** When applicable, the Board members overseeing the Sponsorship Committee shall recruit committee members, organize and supervise solicitation efforts, and report, during monthly Board meetings, on the status of such activities, volunteers, and sponsors.

-- **Board Member -- Donations and Fundraising Committee Chair.** When applicable, the Board member overseeing the Donations and Fundraising Committee shall recruit committee members, organize and chair meetings, supervise fundraising activities, and report, during monthly Board meetings, on the status of such fundraising efforts and donations to date.

-- **Board Member -- Publicity Committee Chair.** When applicable, the Board member overseeing the Publicity Committee shall recruit committee members, plan and ensure the successful implementation of all publicity efforts for the Organization, and report, during monthly Board meetings, on the status of such publicity efforts.

-- **Board Member -- Technology Committee Chair.** When applicable, the Board member overseeing the Technology Committee shall recruit committee members, manage communication for the Organization’s website, provide technical support, oversee and manage all technical equipment and duties, and coordinate updates for all related websites.

-- **Board Member -- Committee Chair.** As the Board identifies new or different needs in the Organization for the purposes of meeting its objectives and purposes, the Board may establish new committees or dissolve current ones. Available Board members shall chair active committees as established herein and oversee the successful implementation of goals identified by the Board, recruit committee members and report during monthly Board meetings on the status of said efforts.

-- **Board Member -- Secretary.** The Secretary shall keep accurate and legible records of the Board’s proceedings, including all minutes of meetings and decisions of the Board. He or she shall provide copies of the minutes to all Board members for adoption in a public meeting and file said approved minutes in the office of the City Recorder as public records and publish them, for the general public, on the Organization’s website.

ARTICLE IX: DUTIES OF THE BOARD

See West Point City Code 2.85.040

Section 1: Productions. The Board shall approve all productions of the Organization, along with a schedule of performances. The Board shall use the report and recommendation of the Theatre Committee Chair as a guide in the selection of shows but shall not be bound thereby. The Theatre Committee shall recommend the Production Producer and Director for each show, and the Chair shall approve these positions by majority vote of the Board. In the case of failure to fulfill their duties as Producer or Director, the Theatre Committee Chair shall assume full responsibility for the production. The Chair shall also rule on any matter referred to them by the Director or Producer or production staff.

Section 2: Finances. The Board shall approve the budgets for each Standing Committee.

ARTICLE X: DUTIES OF COMMITTEE CHAIRS

Section 1: Assets. Committee Chairs shall have custodianship of and be responsible for all purchase, sales, exchanges, and assignments of all real property owned or donated for use by the Organization, all monies approved for their Committee budgets, and the maintenance, repair, replacement, or modifications of any property owned or donated for use by the Organization according to the approval of the Board. The Committee Chairs will notify the Board of any plans for repairs or alterations of any programs or property under their jurisdiction.

Section 2: Budgets. Committee Chairs shall solicit the Board for additional monies as may be required by the Committee to the extent funds are available. It shall be the duty of the Committee to exercise prudent financial judgment in investment of the Organization's reserve funds so as to protect the purchasing power of such funds entrusted to it from the effects of inflation and general economic changes. To this end, such funds may be invested in production supplies, costuming, music, rights to shows, and other applicable theatrical needs.

ARTICLE XI: FEES AND ADMISSION CHARGES

Section 1: Public Admission. Admission tickets may be sold to the general public for all productions of the Organization, unless otherwise determined by the Board. Prices for admission tickets shall be established by the board.

Section 2: Social Events: Charges for attendance at social events shall be established by the Committee in charge of the event, subject to approval by the Board.

Section 3: Sponsorships. The Board may solicit sponsors for the benefit of providing the programs serving the purposes of this Organization and may do so by offering free attendance to any and all productions and events presented by the Organization as well as receipt of any other bonuses, e.g. recognition, extra admission ticket, etc., or benefits as chosen yearly by the Board.

ARTICLE XII: STANDING COMMITTEES

Section 1: Establishment. Committee Chairs may establish Standing Committees, with Board approval, and appoint members to assist in the conduct of the affairs of the Organization.

Standing Committees shall consist of a Chair and a minimum of two members and may include, but are not restricted to:

A) Bylaws. If constituted, this Committee shall receive all suggestions for amendments of these Bylaws, prepare them in proper form and identify them as amendments to specific Articles and Sections, present them to the Board for consideration and recommendation, and submit the final draft to City Council for approval.

B) House Management. If constituted, this Committee shall serve as custodian of the Theatre and Associated facilities and shall be responsible for its maintenance and appearance.

C) Box Office. If constituted, this Committee shall be responsible for the establishment and operation of the box office for all live productions, including the printing of tickets, the collection of admissions, and the transmittal of such funds with a full accounting.

D) Nominations and Recommendations. If constituted, this Committee, prior to the March Board meeting, shall prepare a list of nominees, after consent of each nominee, for any vacant or upcoming Board appointment or reappointment. The Committee shall submit its report to the Board for consideration during the March meeting and subsequent recommendation to the Mayor.

E) Plays/Productions. If constituted, this Committee, under the direction of the Theatre Committee and by receiving suggestions from the general membership of the Organization, prospective directors, and others, and by the use of all available reference materials, shall select play titles and purchase or otherwise obtain sample copies of plays for reading. Plays shall be rated by each member of the Committee on quality of theme, situations, lines, characterizations, practicability for casting and production, potential audience appeal and other criteria the Theatre Committee deems important. On the basis of the ratings, the Standing Committee shall select a sufficient number of plays to recommend for the ensuing season and present them to the Theatre Committee with synopses and its recommendations. Recommendations may include potential directors and possible season. The Committee shall verify that all plays selected are available for presentation by amateur performers. The report of the Standing Committee shall be presented by the Theatre Committee to the Board no later than March. The Standing Committee may submit receipts of expenses, approved by the Theatre Committee Chair, incurred in the discharge of its functions to the Treasurer for reimbursement.

F) Programs. If constituted, this Committee shall be responsible for preparation of the program for each theatrical production, including budget, design, execution on program, and working with the Publicity Chair for publicity needs.

G) Publicity. If constituted, this Committee shall prepare and arrange for all publicity for the Organization, including releases of a general character and those related to individual productions. Publicity activities shall be subject to prior approval of the Public Relations Committee Chair.

H) Lobby. If constituted, this Committee shall appoint a lobby coordinator and arrange for volunteers to serve as ushers and concession personnel for each performance.

I) Finances. If constituted, this Committee shall consist of the Treasurer, Secretary, and an assistant Treasurer. The Treasurer shall serve as Chairman, and the Committee shall prepare an annual budget for the next fiscal year for approval by the Board, during the April Board meetings, and City Council in April or May. The Committee shall conduct a quarterly review of all financial transactions and submit a report to the Board on the progress against the approved budget. The Board shall make these reports available, within a reasonable amount of time, to any member requesting such information.

J) Director/Producer. If constituted, this Committee shall identify candidate Directors and Producers and submit their names to the Theatre Committee for approval.

ARTICLE XIII: THEATRICAL POLICY

Section 1: Policy. The West Point City Art Council states the following to be their basic theatrical policy:

A) That a goal of the Organization is to achieve a finished production of any live presentation.

B) That live shows may be presented to just the production actors' families, to sponsors, and/or to the general public or to any combination thereof as determined by the Board and Theatre Committee.

C) That shows shall be selected with due regard for excellence, audience appeal and production practicability.

D) That further goals shall be to provide opportunities and media for the exercise and enhancement of creative talents and skills of West Point residents and other interested persons and improve the cultural education and development of the community through the presentation of theatrical productions.

Section 2: Casting. The selection of performers to fill the roles of a play shall be based solely on the candidates' abilities to portray and project the roles in question, and, in the case of season ticket plays, based on public auditions. Performers may be either residents or non-residents of West Point City. The casting of a play shall be under the control of the Director with assistance of the Producer and other Theatre Committee members as deemed necessary. Advance public notice of auditions must be published, no less than fourteen days prior, on the Organization's website, at the auditioning location, and any other media approved by the Board. Auditions shall be held over a sufficient period of time to provide all interested persons a opportunity to appear. It is the Organization's policy not to employ professional actors.

Section 3: Directors. A Director shall be recommended for each play by the Theatre Committee prior to the beginning of the theatrical season. Due regard shall be given to the ability and experience of the candidates. The Director shall be responsible for the artistic interpretation and overall production of the presentation.

Section 4: Production. Producers are recommended by the Theatre Committee prior to the theatrical season. A production staff shall be formed by each producer to perform such functions as lighting crew, stage crew, makeup, and costumes. The Producer shall be responsible for the coordination of the efforts of the production staff, subject to the general supervision of the Director. The Producer may enlist the aid of residents and non-residents of West Point City in the formulation of the production staff and creation of rules for the conduct of the production aspects of the performance. The production staff shall assure that proper care is taken of the facilities used for the production whether rented, borrowed or owned by the Organization.

ARTICLE XIV: FISCAL YEAR

The Fiscal Year of the Organization shall run from July 1 to June 30.

ARTICLE XV: AMENDMENTS

Section 1: Method of Amending. Amendments to these Bylaws may be proposed, in writing, to the Standing Committee over Bylaws, if constituted, or to the Secretary for inclusion on an upcoming agenda, or by any resident for consideration at an upcoming meeting.

Section 2: Adoption. These Bylaws may be amended by a majority vote of the Board during any publicized Board meeting and approved by City Council, in a subsequent meeting, upon said recommendation of such vote.

ARTICLE XVI: PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Revised, shall govern meetings of this Organization, except insofar as they may be inconsistent with these Bylaws.



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL March 15th, 2022

Mayor
Brian Vincent
City Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Annette Judd
Michele Swenson
Brad Lee
City Manager
Kyle Laws

Administrative Session

6:30 PM

Minutes for the West Point City Council Administrative Session held on March 15th, 2022 at 6:30 PM with Mayor Brian Vincent 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# 862 0651 5280 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Gary Petersen, Council Member Jerry Chatterton, Council Member Annette Judd, Council Member Michele Swenson, and Council Member Brad Lee

EXCUSED: None

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: No sign-in required for those attending virtually.

1. **Discussion Regarding Water Share Calculations – Mr. Boyd Davis**

Mr. Davis stated that West Point City has required developments to submit water shares since 2006, when the tri-lateral agreement was established with Davis and Weber Counties Canal Co., Weber Basin, and West Point, in which the City agreed to exact water from each development. At that time, a simple formula was established requiring 3 Acre-Feet of water for every acre of development. That method has worked well over the years and has been a simple and consistent standard to follow, however, as the density of developments has begun to vary from traditional single-family housing, that amount no longer fits all developments. In many cases much more water is being required than is necessary. Water is very expensive, and in an effort to be transparent with the developers that are giving these water shares to the City, and also to avoid confusion with the calculations of other agencies, Staff would like to discuss a possible change to the code.

Mr. Davis explained that the standard of 3 AF/acre was based upon an average sized single-family lot in West Point City in 2006. Staff would like to propose a change to that standard to base the amount of water on the actual irrigated area on projects such as townhouses, apartments, PRUDs, etc. For single family homes, Staff proposes that the City use the standard used by D&W, which calculates the area that will be irrigated as the size of the lot minus 2,500 sq. ft. The 2,500 sq. ft. is the assumed hard surface area (i.e. rooftop, driveway, patios, etc.). There has been confusion on behalf of developers, as they are being told one amount by DWCC and a different amount by the City, which is usually higher, and Staff has to explain that the City is the agency that actually has the authority to exact water and so its standards are what must be followed. While it is not necessarily a bad thing to “over collect” water shares, it does bring attention to the issue from developers and legislators to put restrictions on cities. He confirmed for the Council that there is still a “buffer” in the proposed calculation method that ensures enough water is being collected.

In regards to the culinary water, Staff proposes that the amount of water required be based on the State standard for various household sizes, i.e. 400 gal/connection/day for single family homes. Mr. Davis noted that with the City’s current flat rate calculation of 1-acre feet per gross acres, the City is actually under-collecting by a small amount in R-3 density developments, and even less in higher density R-4 projects. However, the over-collection of secondary water has helped even out the total amount of water being brought to the City. Requiring water shares based on number connections rather than acreage will help ensure that the right amount is being collected.

Staff proposes the following change to the code:

g. Due to the need of providing secondary and culinary water for subdivision development, the subdivider shall convey or otherwise make available to West Point City or its designee water rights that are usable by and acceptable to West Point City to provide a minimum of three-acre feet (a.f.) of water annually during normal water years, for each acre or part thereof within the subdivision, to

be distributed for secondary and culinary water uses. One-third of the water will be used for culinary purposes and the remaining two-thirds will be used for secondary water. In those areas, outside of the West Point City Water System water shares will only be collected for secondary water uses.

h. The amount of water required and the methodology for calculating the amount of water required may be adjusted by resolution adopted by the West Point City council from time to time.

Mr. Davis stated that if the Council is in favor of this change, an ordinance will be prepared and forwarded to the Planning Commission for their recommendation. Once the ordinance is approved by the Council, a resolution will be prepared to set the new standard.

Council Member Petersen expressed his concern about changing the current standard and then not having enough water if usage increases for some reason. Mr. Davis stated that the City currently has a contract with Weber Basin Water for 700-acre feet of water and if usage exceeds that, the City can be charged. However, that contract is for actual acre feet of water, and not tied to water shares. When a property is developed, the water shares are transferred into West Point City's name. The amount calculated for secondary water is diverted right into the secondary water system (Davis & Weber Canal), but the City is holding onto the culinary water portion of the shares. Because this water is not being treated, the City does not have to pay for it. Once usage gets to the point where these water shares have to be used and converted to the culinary water system, the City will pay for that increased amount of treated water that is actually going through the system. The City currently has over 200 water shares that are not being used, and so there is a "buffer" amount of water that can be used if usage increases.

The Council directed Staff to prepare a draft ordinance with these new calculations to present for further discussion and consideration of approval at the next meeting.

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 **March 15th, 2022**

Mayor

Brian Vincent

City Council

Gary Petersen, Mayor Pro Tem

Jerry Chatterton

Annette Judd

Michele Swenson

Brad Lee

City Manager

Kyle Laws

General Session

7:00 PM

Minutes for the West Point City Council General Session held on March 15th, 2022 at 7:00 PM with Mayor Brian Vincent 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# 862 0651 5280 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Gary Petersen, Council Member Jerry Chatterton, Council Member Annette Judd, Council Member Michele Swenson, and Council Member Brad Lee

EXCUSED: None

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: No sign-in required for those attending virtually.

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

Council Member Lee – The American Mosquito Control Association held their annual national conference earlier this month, which he attended as a Board Member of the Mosquito Abatement District Davis. At the conference, it was noted that of the entire country, Davis County was ranked third in their effectiveness of mosquito abatement. He commended the work that the District does and for this significant accomplishment.

Council Member Chatterton – None

Council Member Petersen – None

Council Member Judd – None

Council Member Swenson – None

Mayor Vincent – None

5. **Communications from Staff**

Mr. Laws stated that Staff has been approached by Syracuse City to consider a boundary line adjustment in the area south of Schneider's Bluff Golf Course. With the West Davis Corridor having an interchange in this location, it creates an awkward split between the two cities. The staffs of both cities have met to discuss the idea, and have drafted a possible option for their city councils to consider. In the map below, the dashed line represents the current boundary line, and with this option, West Point would be exchanging the triangle-shaped property in red for the larger property in blue:



If the boundary lines were adjusted this way, all of the Golf Course would be in West Point (one hole is currently in Syracuse City's boundaries) and create a line that would follow the eastern edge of the Corridor and then down the center line of SR-193, and then go straight north along that property line. The eastern portion of the property in blue is actually owned by Rocky Mountain Power and they have a power corridor here that goes right to the edge of the trail.

Mr. Laws stated that Staff would like input from the Council before working on the matter further. He confirmed for the Council that Syracuse City is not concerned with the disproportionate amount of acreage being gained by West Point, as the location of the property they would be gaining allows for potential expansion of the existing subdivision to the west. The Council had no further comments or concerns at this time. Staff will begin working on the boundary line adjustment process with Syracuse.

6. Citizen Comment

None.

7. Recognition of the West Point City Youth Council Essay Contest Winners – *Mayor Brian Vincent*

Mayor Vincent stated that he has the honor of announcing the winners of this year's Youth Council Essay Contest. The theme of the contest is "Why I Love My City" and is open to applicants from 1st grade up into adulthood. A wide range of essays were submitted and it was great to read all the different reasons residents love living here.

Mayor Vincent announced the winners as follows:

Elementary Division

3rd Place – Brielle Young

6th grade, West Point Elementary

2nd Place – Reed Goble

6th grade, West Point Elementary

1st Place, Eden Murray

2nd grade, Lakeside Elementary

Jr. High and Older Division

3rd Place – Lindsay Brown

9th grade, West Point Jr. High

2nd Place – Junior Vazquez

9th grade, West Point Jr. High

1st Place – Amy Taggart

Life-long resident of West Point City.

The winners were presented with a basket and gift cards and pictures were taken with the City Council. The Mayor asked 1st place winner Eden Murray to read her essay aloud, and Council Member Petersen also read aloud Amy Taggart's 1st place essay as she was unable to attend the meeting.

On behalf of the Council and the City, Mayor Vincent thanked the Youth Council for sponsoring the contest and for all those that submitted an entry. He encouraged all to participate in next year's contest.

8. Consideration of Approval of the Minutes from the October 19th, 2021 West Point City Council Meeting

Council Member Judd motioned to approve the minutes
Council Member Petersen seconded the motion
The Council unanimously agreed

9. Consideration of Approval of Resolution No. 03-15-2022A, Approving an Interlocal Cooperation Transportation Project Reimbursement Agreement between West Point City and Davis County – Mr. Boyd Davis

Mr. Davis stated that this agreement has been discussed by the Council in previous meetings and briefly reviewed that West Point has received a grant from Davis County for the widening and reconstruction of 300 N from 2000 W to 4000 W in the amount of \$3.3 million. The way the grant works is that Davis County will reimburse the City for 80% of the project costs, up to a maximum of \$3,000,000 and West Point must contribute 20%, up to a maximum of \$750,000. Fortunately, the City also received a grant from the Wasatch Front Regional Council for the same project and the two grants can be used as matching funds for each other. West Point City will be responsible to plan, design, and construct the road project using our own funds and then request reimbursement from the County, however, reimbursements can be done periodically throughout the project.

Mr. Davis stated that during the last meeting, Mayor Vincent expressed his concern with the agreement as drafted, because in Section 1(a), it states that the City is required to commence and complete “the full scope of the project in a manner consistent with the application, within two years from the date this agreement is executed.” Mr. Davis had informed the Council that he had spoken with Jeff Oyler with Davis County (who oversees administration of these types of grants) and he informed him that the City just needs to begin spending the funds on the project within two years; as long as the funds are at least beginning to be used, the County will meet its full obligation. Even with this verbal clarification, the Council agreed that the agreement should be amended to reflect that the project must only commence within two years, not that it must commence and be completed, so that it is clearly stated what is required of the City.

Council Member Chatterton noted that Section 1(a) has been amended in the new draft of the agreement, but the same language is also in Section 2(a) and has not been amended. Mr. Davis stated that the County agreed with the change and this was an oversight. He will make sure that the final draft of the agreement is corrected.

Council Member Petersen motioned to approve Resolution No. 03-15-2022A, with the amendments as noted
Council Member Lee seconded the motion
The Council unanimously agreed

10. Consideration of Approval of Resolution No. 03-15-2022B, Approving a Contract with Ace Recycling and Disposal for Waste Collection Services – Mr. Ryan Harvey

Mr. Harvey stated that with the expiration of the current contract, the City recently put out an RFP for waste collection services and received two bids – one from Econo Waste (the City’s current hauler) for \$41,910 and one from Ace Recycling and Disposal in the amount of \$35,137. The RFP listed specific criteria that he, along with Mayor Vincent and Mr. Laws, created. The proposals were judged against those criteria, as well as on price, and the “clear winner” was Ace Recycling & Disposal.

The following summarizes some of the highlights of the contract:

1. Rates for the different types of cans:
 - a. 1st Black Can: \$5.27 per can
 - b. 2nd Black Can: \$1.50 per can
 - c. Green Can: \$3.31 per can
 - d. Blue Can: \$4.29 per can
2. Annual Cost of Living Adjustment
3. ACE will provide the blue cans to the City for the duration of the contract, which will then become property of the City after the 5 years. Mr. Harvey noted that ACE has purchased all of the existing blue cans from Econo Waste, and moving forward, will hot-stamp each blue can with the City’s logo.
4. Same pickup days as the current hauler

Staff recommends approval of a contract for 5 years, 3 months (to align with our Fiscal Year) beginning on April 1, 2022 and ending on June 30, 2027.

Mr. Harvey also noted that with the cost for this service increasing from \$29,044 to \$35,137, part of the budget proposal for the next fiscal year will include an analysis of the current can fees being charged to residents and whether or not they need to be increased to compensate. Mr. Laws noted that the bid received from Econo Waste would be an increase of about \$12,000 from the current contract. The Council discussed the agreement and were in agreeance to approve the contract with ACE Recycling & Disposal.

Council Member Chatterton motioned to approve Resolution No. 03-15-2022B
Council Member Swenson seconded the motion
The Council unanimously agreed

11. Consideration of Approval of the Final Plat for Phase 3 of the Sunview Estates Subdivision – Mrs. Bryn MacDonald

Mrs. MacDonald stated that Phase 3 of the Sunview Estates Subdivision is the final phase of the development and consists of 15 lots that are all approximately 12,000 sq. ft. in size. The cul-de-sac to the phase has already been constructed and they can begin building once the plat is approved and recorded. However, Mrs. MacDonald stated that the City's Code requires a second access once more than 30 lots have been developed, and the second access for this subdivision will be through Phase 2 of the adjoining West Lake Subdivision, which is currently under construction. With this restriction, a note will be on the recorded plat that they are limited to 30 building permits until that second access is completed and connected. The developers are aware of this restriction.

The Council had no further discussion.

Council Member Petersen motioned to approve
Council Member Chatterton seconded the motion
The Council unanimously agreed

12. Motion to Adjourn the General Session

Council Member Chatterton motioned to adjourn
Council Member Petersen seconded the motion
The Council unanimously agreed

BRIAN VINCENT, MAYOR

September 6th, 2022

CASEY ARNOLD, CITY RECORDER

September 6th, 2022

CITY COUNCIL STAFF REPORT

Subject: Discussion for a Text Change to Add "Automobile Service Station"
Author: Bryn MacDonald
Department: Community Development
Date: September 6, 2022



Background

The "Table of Land Use Regulations" in WPCC 17.60.050 outlines the permitted uses in each zoning classification. There are four categories of uses: permitted, administrative conditional use, planning commission conditional use, and prohibited if not listed. As a result of recent changes to the Land Use and Development Code, many uses have been removed from this table in order to prevent conflict and confusion. As part of the process of adding them back to the table, not every use was considered. In the case of missing uses, it was intended that one could petition the city to consider including it.

Process

West Point City Land Use and Development code 17.00.090 allows amendments to land use regulations. The Planning Commission must hold a public hearing and make a recommendation. The City Council then holds public hearing and makes a final decision.

The Planning Commission held a public hearing on July 28, 2022, and recommended approval of the proposed change. The City Council must now hold a public hearing and either approve, modify, or deny the request.

Analysis

Currently, "Automobile Service Station" is not included in the Table of Land Use Regulations, but is defined in code 17.10.020, as follows:

"Automobile service station" means a place where gasoline or other major fuel or lubricating oil or grease for operating motor vehicles is offered for sale to the public and deliveries are made directly into motor vehicles, and where services are performed to include tube and tire repair, battery charging, storage of merchandise, lubricating of automobiles, and automobile washing, and not to include repairs performed of a minor or major type, except replacement of plugs, lights, fan belts, and other small parts.

If "Automobile service station" was added to the Table of Land Use Regulations, all uses that fall within the current definition would be allowed. The following amendments are proposed to the Table of Land Use Regulations to allow it as conditional use in N-C, C-C, R-C and R-I/P zones.

A. *Glossary and Requirements.*

P = Permitted Use (P). A site plan application might be required as outlined in Chapter 17.30 WPCC.

AC = Administrative Conditional Use (AC). A site plan application with an administrative staff review is required.

PC = Planning Commission Conditional Use Review (PC). A site plan application with planning commission review is required.

B. If a use is not specifically designated below, then it is prohibited.

17.60.050 Table of land use regulations.												
LAND USE ZONES	A-5	A-40	R-1	R-2	R-3	R-4	R-5	P-O	N-C	C-C	R-C	R/I-P
Entertainment/Recreation Uses												
1. Golf course (public and private)	P	P										
Automobile-Related Uses												
1. Gas/Convenience Store with or Without Car Wash									PC	PC	PC	PC
2. <u>Automobile Service Station</u>									<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>
General Retail/Commercial/Hospitality												
1. Retail Shops/Services (under 10,000 sq. ft.)									PC	PC	PC	PC
2. Mid-Box Retail (10,001 – 80,000 sq. ft.)										PC	PC	

Recommendation

This item is on for public hearing and action. The Planning Commission recommended approval of the text change to add Automobile Service Station as a permitted use in the N-C-, C-C, R-C and R/I-P zones.

Attachments

Proposed Ordinance

ORDINANCE NO. 09-06-2022A

**AN ORDINANCE AMENDING WEST POINT CITY CODE
SECTION 17.60.050 – TABLE OF LAND USE
REGULATIONS, TO INCLUDE AUTOMOBILE SERVICE
STATIONS AS A CONDITIONAL USE IN THE N-C, C-C,
R-C, AND R-I/P ZONES**

WHEREAS, the West Point City Council for and on behalf of West Point City, State of Utah (hereinafter referred to as the “City”) desires to amend Section 17.60.050 of the West Point City Code regarding Land Use Regulations; and

WHEREAS, a public hearing was duly held and the interested parties were given an opportunity to be heard; and

WHEREAS, the City Council has duly considered said amendments; and,

WHEREAS, the City Council, after due consideration of said amendments, has concluded that it is in the best interest of the City and the inhabitants thereof that said amendments be adopted;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT CITY, UTAH as follows:

Section One: Adoption of Amendments

Amendments to West Point City Code Section 17.60.050 is adopted to read as follows: (underlined text indicates new additions):

17.60.050 Table of Land Use Regulations

A. Glossary and Requirements.

P = Permitted Use (P). A site plan application might be required as outlined in Chapter 17.30 WPCC.

AC = Administrative Conditional Use (AC). A site plan application with an administrative staff review is required.

PC = Planning Commission Conditional Use Review (PC). A site plan application with planning commission review is required.

B. If a use is not specifically designated below, then it is prohibited.

17.60.050 Table of land use regulations.												
LAND USE ZONES	A-5	A-40	R-1	R-2	R-3	R-4	R-5	P-O	N-C	C-C	R-C	R/I-P
Entertainment/Recreation Uses												

1. Golf course (public and private)	P	P										
Automobile-Related Uses												
1. Gas/Convenience Store with or Without Car Wash									PC	PC	PC	PC
2. <u>Automobile Service Station</u>									<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>
General Retail/Commercial/Hospitality												
1. Retail Shops/Services (under 10,000 sq. ft.)									PC	PC	PC	PC
2. Mid-Box Retail (10,001 – 80,000 sq. ft.)										PC	PC	

Section Two: **ORDINANCES TO CONFORM WITH AMENDMENTS**

The West Point City Director of Community Development is hereby authorized and directed to make all necessary changes to the West Point City Code to bring the text into conformity with the changes adopted by this Ordinance.

Section Three: **Severability**

In the event that any provision of this Ordinance is declared invalid for any reason, the remaining provisions shall remain in effect.

Section Four: **Effective Date**

This Ordinance shall take effect immediately upon passage and adoption and publication of a summary as required by law.

DATED this 6th day of September, 2022

WEST POINT CITY, a Municipal Corporation

By: _____
Brian Vincent, Mayor

ATTEST:

Casey Arnold, City Recorder

CITY COUNCIL STAFF REPORT

Subject: Transportation Impact Fee
Author: Boyd Davis
Department: Engineering
Meeting Date: September 6, 2022



Background

During the past several months we have been in the process of updating the Transportation Impact Fee Facilities plans (IFFP). We have also been updating the Transportation Impact Fee Analysis (IFA). We have worked closely with Lewis Young, 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 purpose of the impact fee facilities plan is to identify new projects and upgrades that will be required to meet the future needs of the City. It also provides an estimated cost of the improvements and possible financing sources. The Executive Summary for the Transportation Impact Fee Analysis states the following:

- **Impact Fee Service Areas:** The impact fees related to transportation will be assessed within the proposed service area, which incorporates the entire municipal boundaries.
- **Demand Analysis:** The demand unit utilized in this analysis are daily trips on existing and proposed roadways. As residential and commercial growth occurs within the City, it generates new daily trips on existing and proposed roadways. The capital improvements identified in this study are designed to maintain the current level of service for new growth.
- **Level of Service:** Level of Service (LOS) assesses the level of congestion on a roadway segment or intersection. LOS is measured using a letter grade A through F, where A represents free flowing traffic with absolutely no congestion and F represents grid lock. West Point City has adopted an acceptable standard of LOS C for its street network and intersections.
- **Excess Capacity:** It is anticipated that new development will benefit from the existing roadways that have been constructed within the service area. Approximately 23 percent of the total demand on the system will occur within the IFFP planning horizon. As a result, \$1,980,226 of the total original system cost is included in this analysis, based on the original cost of system improvements as identified in the City's financial records.
- **Capital Facilities Analysis:** The IFFP has identified the growth-related projects needed within the next ten years. The total cost related to growth is \$5,111,484, based on an average construction year of 2028 and inflation of three percent annually.
- **Financing of Future Facilities:** The future capital projects which are intended to serve new growth will be financed using general fund revenues, impact fees, other transportation related funds, and contributions from regional transportation planning organizations. The costs associated with future debt is not included in the Impact Fee Analysis.

An impact fee analysis is based upon the findings of the impact fee facilities plan. The methodology used to calculate the fee is as follows:

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.

The recommended impact fees are as follows:

	ASSESSMENT	ITE CODE REFERENCE ¹	AVERAGE DAILY TRIPS	ADJUSTMENT FACTOR ²	ADJUSTED DAILY TRIPS ³	ESTIMATED FEE
Residential Single-Family	per Unit	210	9.43	0%	9.43	\$2,892
Residential Multi-Family	per Unit	220	6.74	0%	6.74	\$2,243
General Office	per 1,000 sf	710	10.84	0%	10.84	\$2,984
Commercial	per 1,000 sf	820	37.01	34%	24.43	\$7,635
Manufacturing/Industrial	per 1,000 sf	110	4.87	0%	4.87	\$1,520

1. ITE = Institute of Traffic Engineers, 11th Edition.

2. Adjustment Factor based on ITE estimate of pass-by traffic.

3. Adjusted Daily Trips calculated based on multiplying Average Daily Trips x 1-Adjustment Factor.

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.

Recommendation

Staff recommends approval of Ordinance 09-06-2022B which will adopt the impact fee analysis and set the fee as listed above.

Significant Impacts

The impact fees will if adopted as proposed.

Attachments

Draft Impact Fee Analysis, Draft Impact Fee Facilities Plan, Ordinance 09-06-2022B

ORDINANCE NO. 09-06-2022B

AN ORDINANCE ADOPTING AMENDED AND UPDATED TRANSPORTATION IMPACT FEE FACILITIES PLANS AND IMPACT FEE ANALYSES; ADOPTING AMENDED AND UPDATED IMPACT FEES FOR SAID FACILITIES; ESTABLISHING CERTAIN POLICIES RELATED TO IMPACT FEES; ESTABLISHING SERVICE AREAS; AND/OR OTHER RELATED MATTERS

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

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

WHEREAS, the City has historically assessed Impact Fees as a condition precedent to development approval in order to assign capital infrastructure costs to development in an equitable and proportionate manner; and

WHEREAS, the City properly noticed its intent to prepare the Impact Fee Facilities Plans (“IFFPs”) and Impact Fee Analyses (“IFAs”) for public facilities as defined in the Act, including Transportation; and

WHEREAS, the City has completed IFFPs and IFAs for Transportation Facilities which meet the requirements of State Law and City Ordinance; and

WHEREAS, the City and consultants retained by the City have reviewed and evaluated the land within the City boundaries and have determined the Service Area to be as follows:

- The Service Area for Transportation includes all areas within the City boundaries.

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

SECTION 1 PURPOSE

This Impact Fee Ordinance establishes the City’s Impact Fee policies and procedures and conforms to the requirements of the Utah Impact Fees Act, U.C.A § 11-36a (“the Act”). This Ordinance supersedes any prior Resolutions and Ordinances related to Transportation Facilities Impact Fees within their respective Service Area; provides a schedule of Impact Fees for differing types of land-use development, and sets forth direction for challenging, modifying and appealing Impact Fees.

SECTION 2 DEFINITIONS

Words and phrases that are defined in the Act shall have the same definition in this Impact Fee Ordinance. For purposes of this Ordinance, the following words and phrases shall have the following meanings:

1. “Impact Fee Facilities Plan” or “IFFP” means the City’s Impact Fee Facilities Plans required by Section 11-36a-301 of the Act, which have been prepared in accordance with the Act and are to be adopted by passage of this Ordinance. The Impact Fee Facilities Plans are attached hereto as a part of **Exhibit A** and incorporated into this Ordinance by this reference.
2. “Development Activity” means any construction or expansion of building, structure or use, any change in use of building or structure, or any change in the use of land located within the Service Area that creates additional demand and need for Public Facilities.
3. “Development Approval” means any written authorization from the City that authorizes the commencement of Development Activity.
4. “City” means West Point City, a political subdivision of the State of Utah.
5. “Impact Fee” means a payment of money imposed upon Development Activity as a condition of development approval to mitigate the impact of the development on public infrastructure. “Impact Fee” includes development Impact Fees, but is not a tax, a special assessment, a hookup fee, a building permit fee, a fee for project improvements, or other reasonable permit or application fees.
6. “Impact Fee Analysis” or “IFA” means the City’s written analysis required by Section 11-36a-303 of the Act. The Impact Fee Analyses are attached hereto as a part of **Exhibit A** and incorporated into this Ordinance by this reference.
7. “Project Improvements” shall have the same meaning as Utah Code Annotated § 11-36a-102(14) and includes but is not limited to site improvements and facilities that are planned and designed to provide service for development resulting from a Development Activity and are necessary for the use and convenience of the occupants or users of said Development Activity. “Project Improvements” do not include “System Improvements” as defined below.
8. “Proportionate Share” shall have the same meaning as Utah Code Annotated § 11-36a-102(15) and includes the cost of public facility improvements that is roughly proportionate and reasonably related to the service demands and needs of a Development Activity.
9. “Public Facilities” shall have the same meaning as Utah Code Annotated § 11-36a-102(16) and includes Transportation Facilities and related infrastructure improvements of the City for the City-Wide Service Area.

10. “Service Area” refers to a geographic area designated by the City based on sound planning and engineering principles in which a defined set of the City’s public facilities provides service. The Service Area for Transportation include all areas within the City boundaries.
11. “System Improvements” shall have the same meaning as Utah Code Annotated § 11-36a-102(21) and includes both existing Public Facilities designed to provide services within the Service Area and to future Public Facilities identified in the IFFP that are intended to provide service to the Service Area. “System Improvements” do not include “Project Improvements” as defined above.

SECTION 3

WRITTEN IMPACT FEE ANALYSIS

1. Executive Summary. A summary of the IFA designed to be understood by a lay person (the “Executive Summary”) is included in the attached **Exhibit A** and demonstrates the need for Impact Fees to be assessed on Development Activity. The Executive Summary has been available for public inspection at least ten (10) days prior to the adoption of this Ordinance.
2. Impact Fee Analysis. The City has commissioned the IFFPs and IFAs which identify the impacts upon Public Facilities required by anticipated Development Activity and the anticipated impacts on System Improvements required by anticipated Development Activity to maintain the established level of service for each Public Facility, demonstrate how such anticipated impacts are reasonably related to the anticipated Development Activity, estimate the proportionate share of the costs of impacts on System Improvements that are reasonably related to the Development Activity, and identify how the Impact Fees are calculated. Copies of the IFFPs and IFAs, as presented in **Exhibit A** hereto, have been available for public inspection at least ten (10) days prior to the adoption of this Ordinance.
3. Proportionate Share Analysis. In connection with the IFFPs and IFAs, the City has prepared a Proportionate Share analysis which analyzes whether or not the proportionate share of the costs of Public Facilities is reasonably related to the service demands and needs related to new Development Activity. The Proportionate Share analysis identifies, as applicable: (a) the costs of each existing Public Facility that has excess capacity to serve the anticipated development resulting from new Development Activity; (b) the cost of System Improvements for each Public Facility; (c) the manner of financing for each Public Facility (such as user charges, special assessments, bonded indebtedness, general taxes or funded grants) other than impact fees; (d) the relative extent to which Development Activity will contribute to financing the excess capacity of and System Improvements for each existing Public Facility by such means as user charges, special assessments or payment from the proceeds of general taxes; (e) the relative extent to which Development Activity will contribute to the cost of existing Public Facilities and System Improvements in the future; (f) the extent to which Development Activity is entitled to a credit against the Impact Fees because the Development Activity will dedicate System Improvements or Public Facilities that will offset the demand for System Improvements, inside or outside the proposed

development; (g) any extraordinary costs in servicing the newly developed properties; and (h) the time-price differential inherent in fair comparisons of amounts paid at different times. A copy of the Proportionate Share analysis is included in the IFAs, which is included in **Exhibit A** and has been available for public inspection at least ten (10) days prior to the adoption of this Ordinance.

SECTION 4

IMPACT FEE FACILITIES PLAN

1. **Impact Fee Facilities Plan.** The City has developed the IFFPs which identify the existing levels of service, establish proposed levels of service, identify excess capacity to accommodate future growth at the proposed levels of service, identify demands placed upon existing Public Facilities by new development activity at the proposed levels of service, and identify the means by which the City will meet those growth demands. The City has chosen to use a planning horizon of six to ten years in preparing the IFFPs. The City has considered all revenue sources to finance the impacts on System Improvements, including grants, bonds, interfund loans, Impact Fees and anticipated dedication of System Improvements. The City's plan for financing System Improvements establishes that Impact Fees are necessary to maintain a proposed level of service that complies with Subsection 11-36a-302(1)(b) or 11-36a-302(1)(c) of the Act. The IFFPs have been prepared based on reasonable growth assumptions for the Service Area, and analyze the general demand characteristics of current and future users of the systems. Furthermore, the IFFPs identify the impact on System Improvements created by Development Activity and estimate the Proportionate Share of the costs of impacts on System Improvements that are reasonably related to new Development Activity. Said IFFPs are included in **Exhibit A** and are incorporated into this Ordinance by this reference.

SECTION 5

IMPACT FEE CALCULATIONS

1. **Ordinance Enacting Impact Fees.** The City Council will, by this Ordinance, approve Impact Fees in accordance with the IFFPs and IFAs.
 - a. **Elements.** In calculating the Impact Fees, the City has based all amounts on realistic estimates and the assumptions underlying those estimates are disclosed in the IFA, and the City has included the construction costs, land acquisition costs, costs of improvements, fees for planning, surveying, and engineering services provided for and directly related to the construction of System Improvements, and outstanding or future debt service charges if the City might use Impact Fees as a revenue stream to pay principal and interest on bonds or other obligations to finance the cost of System Improvements.
 - b. **Notice and Hearing.** In conjunction with the approval of this Ordinance, the City held a public hearing on September 6, 2022. The City gave public notice of the IFFPs and IFAs, and said hearing and the City's intent to adopt this Ordinance at least ten (10) days before the date of said hearing by posting notice in at least three public

places within the City, on the City's official website and on the Utah Public Notice Website, and made a copy of this Ordinance, the IFFPs, the IFAs and the Executive Summaries available to the public on the City's website and at the City's offices, all in conformity with the requirements of Utah Code Annotated 11-36a-502. After the public hearing, the City Council adopted this Impact Fee Ordinance as presented herein.

c. Contents of the Ordinance. The Ordinance adopting or modifying an Impact Fee contains such detail and elements as deemed appropriate by the City Council, including designation of the Service Area within which the Impact Fee is to be calculated and imposed. The Ordinance herein includes (i) a schedule of Impact Fees to be imposed, and (ii) the formula to be used by the City in calculating Impact Fees.

d. Adjustments. The standard Impact Fee may be adjusted at the time the fee is assessed in response to unusual circumstances, to fairly allocate costs associated with impacts created by a Development Activity or project, or due to a request for a prompt and individualized impact fee review for the development activity of the state or a school district or charter school and an offset or credit for Public Facilities for which an impact fee has been or will be collected. The standard Impact Fee may also be adjusted to ensure that Impact Fees are imposed fairly for Development Activities attributable to low income housing or other development activities with broad public purposes. The Impact Fee assessed to a particular development may also be adjusted should the developer supply sufficient written studies and data to the City showing a discrepancy between the fee being assessed and the actual impact on the system.

e. Previously Incurred Costs. To the extent that new growth and Development Activity will be served by previously constructed improvements, the Impact Fee may include Public Facility costs and outstanding bond costs related to improvements previously incurred by the City. These costs may include all projects included in the IFFPs which are under construction or completed but have not been utilized to their capacity, as evidenced by outstanding debt obligations. Any future debt obligations determined to be necessitated by growth activity may also be included to offset the costs of future capital projects.

2. Developer Credits. Development Activity may be allowed a credit against Impact Fees for any dedication of land for a System Improvement, any building and dedication of some or all of a System Improvement, any dedication of a Public Facility that the City and the developer agree will reduce the need for a System Improvement, or a dedication of land for, improvement to or new construction of any System Improvement by the developer if the facilities are System Improvements or are dedicated to the public and offset the need for an identified System Improvement.
3. Impact Fees Accounting. The City will establish a separate interest-bearing ledger account for each type of Public Facility for which an Impact Fee is collected, deposit all Impact Fees in the appropriate ledger account, retain the interest earned on each account in the ledger account, and otherwise conform to the accounting requirements provided in the Impact Fees Act. Impact Fees collected prior to the effective date of this Ordinance need

not meet the requirements of this section.

a. Reporting. At the end of each fiscal year, the City shall prepare a report pursuant to Utah Code Ann. § 11-36a-601.

b. Impact Fee Expenditures. The City may expend Impact Fees pursuant to Utah Code Ann. § 11-36-602 only for System Improvements that are (i) identified in the IFFPs and (ii) for the specific Public Facility type for which the fee was collected.

c. Time of Expenditure. Impact Fees collected pursuant to the requirements of this Ordinance are to be expended, dedicated or encumbered for a permissible use within six years of the receipt of those funds by the City, unless the City identifies in writing an extraordinary and compelling reason why the fees should be held longer than six (6) years and an absolute date by which the fees will be expended. Impact Fees will be expended on a First-In First-Out (“FIFO”) basis, with the first funds received deemed to be the first funds expended.

4. Refunds. In accordance with Utah Code Annotated § 11-36a-603, the City shall refund any Impact Fees paid by a developer, plus interest actually earned, when (i) the developer does not proceed with the Development Activity and files a written request for a refund; (ii) the fees have not been spent or encumbered within the “Time of Expenditure” as defined herein; 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.
5. 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.
6. Additional Fees and Costs. The Impact Fees authorized hereby 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 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.
7. Fees Effective at Time of Payment. Unless the City is otherwise bound by a contractual requirement, the Impact Fee shall be determined from the fee schedule in effect at the time of payment in accordance with the provisions of Section 6 below.
8. Imposition of Additional Fee or Refund after Development. Should any developer undertake Development Activities such that the ultimate density 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 Impact Fee is not initially charged against all units or the total density within the development, the City shall be entitled to recover the total Impact Fee pursuant the IFFPs and IFAs from the developer or other appropriate person covering the density for which an Impact Fee was not previously paid.

SECTION 6 IMPACT FEE SCHEDULES

1. Maximum Supportable Impact Fees. The fee schedules included in the IFFPs and IFAs indicates the maximum Impact Fee set forth in **Exhibit A** which the City may impose on development within the defined Service Area and is based upon general demand characteristics and potential demand that can be created by each class of user. The City approved adopting the Transportation Impact Fee at the maximum fee set forth in **Exhibit A**. The City reserves the right under the Impact Fees Act to assess an adjusted fee to respond to unusual circumstances to ensure that fees are equitably assessed. Formulas that can be used to calculate this adjusted fee are set forth in **Exhibit A**.
2. Fee Adoption. The City hereby adopts the following as the Impact Fees in the Service Area:

TRANSPORTATION IMPACT FEE SCHEDULE

	ASSESSMENT	ITE CODE REFERENCE ¹	AVERAGE DAILY TRIPS	ADJUSTMENT FACTOR ²	ADJUSTED DAILY TRIPS ³	ESTIMATED FEE
Residential Single-Family	per Unit	210	9.43	0%	9.43	\$2,892
Residential Multi-Family	per Unit	220	6.74	0%	6.74	\$2,243
General Office	per 1,000 sf	710	10.84	0%	10.84	\$2,984
Commercial	per 1,000 sf	820	37.01	34%	24.43	\$7,635
Manufacturing/Industrial	per 1,000 sf	110	4.87	0%	4.87	\$1,520

1. ITE = Institute of Traffic Engineers, 11th Edition.

2. Adjustment Factor based on ITE estimate of pass-by traffic.

3. Adjusted Daily Trips calculated based on multiplying Average Daily Trips x 1-Adjustment Factor.

SECTION 7 FEE EXCEPTIONS AND ADJUSTMENTS

1. Waiver for “Public Purpose”. The City Council may, on a project by project basis, authorize exceptions or adjustments to the Impact Fees due from development 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 facilities being funded by the state, school districts, charter schools, low income housing projects, or facilities of a temporary nature. The City Council may elect to waive or adjust Impact Fees in consideration of economic benefits to be received from the Development Activity.
2. Procedures. Applications for exceptions or adjustments are to be filed in writing with the City at the time the applicant first requests the extension of service to the applicant's

development or property.

SECTION 8

APPEAL PROCEDURE

1. Subject to the time limitations as provided in Utah Code § 11-36a-702, any person or entity that has paid an Impact Fee pursuant to this Ordinance may challenge the Impact Fee as provided in Utah Code Ann. § 11-36a-701 et seq., by filing:
 - a. A written administrative appeal to the City, setting forth the name of the person or entity challenging the impact fee or fees, the specific impact fee or fees challenged, evidence that the impact fee or fees challenged have been paid by the person or entity, and alleged grounds for such challenge. A written administrative appeal containing the information set forth herein and filed with the City Recorder shall constitute the necessary document for filing an administrative appeal as provided in Utah Code Ann. § 11-36a-703(2)(a). An administrative appeal shall be considered and decided by the City Council within thirty (30) days after the day on which the appeal is filed;
 - b. A request for arbitration as provided in Utah Code Ann. § 11-36a-705; or
 - c. An action in district court.

SECTION 9

MISCELLANEOUS

1. Severability. If any section, subsection, paragraph, clause or phrase of this Impact Fee Ordinance shall be declared invalid for any reason, such decision shall not affect the remaining portions of this Impact Fee Ordinance, which shall remain in full force and effect, and for this purpose, the provisions of this Impact Fee Ordinance are declared to be severable.
2. Interpretation. This Impact Fee Ordinance has been divided into sections, subsections, paragraphs and clauses for convenience only and the interpretation of this Impact Fee Ordinance shall not be affected by such division or by any heading contained herein.
3. Effective Date. Except as otherwise specifically provided herein, this 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, other than those expressly referenced in Section 1 above. All Impact Fees established, including amendments and modifications to previously existing Impact Fees, after the effective date of this Ordinance shall comply with the requirements of this Ordinance. This Ordinance shall take effect ninety (90) days after the day on which it is approved by the City Council.

Adopted and approved this _____ day of _____, 2022.

WEST POINT CITY

By: Brian Vincent, Mayor

[Seal]

Voting:

Brad Lee	Yea _____	Nay _____
Jerry Chatterton	Yea _____	Nay _____
Gary Petersen	Yea _____	Nay _____
Annette Judd	Yea _____	Nay _____
Michele Swenson	Yea _____	Nay _____

Attest:

By: Casey Arnold, City Recorder

Deposited in the office of the City Recorder this _____ day of _____ 2022.

Recorded this _____ day of _____ 2022.

EXHIBIT A

IMPACT FEE FACILITIES PLANS & IMPACT FEE ANALYSES



IMPACT FEE FACILITIES PLAN

WEST POINT, UTAH

AUGUST, 2022





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I. INTRODUCTION

A. OVERVIEW

The purpose of the West Point City Transportation Impact Fee Facilities Plan (IFFP) is to identify public roadway improvements that are needed to accommodate anticipated development and to evaluate the amount that is impact fee eligible. Utah law requires cities to prepare an IFFP prior to preparing an impact fee analysis (IFA) and establishing an impact fee. According to Utah State Code Title 11, Chapter 36a, Section 302, the IFFP is required to accomplish the following:

- Identify the existing level of service (LOS)
- Establish a proposed LOS
- Identify any excess capacity to accommodate future growth at the proposed LOS
- Identify demands placed upon existing public facilities by new development activity at the proposed LOS
- Identify the means by which the political entity will meet those growth demands
- Include a general consideration of all potential revenue sources to finance system improvements

This analysis incorporates information from the West Point Transportation Master Plan (TMP) (2022), which was completed by Wall Consultant Group (WCG). The TMP includes information regarding the existing and future demands on the transportation infrastructure and the proposed improvements to provide acceptable levels of service. The TMP provides additional detail regarding the methodology used to determine future travel demand.

This document focuses on the improvements that will be needed over the next six years. Utah law requires that any impact fees collected for these improvements be spent within six years of being collected. Only capital improvements are included in this plan; all other maintenance and operation costs are assumed to be covered through the City's General Fund as tax revenues increase due to additional development. The city council may choose to adopt a fee lower than the maximum impact fee identified, but not higher.

B. SERVICE AREA

The service area for the transportation impact fee is the entire city of West Point. Figure 1 shows the current municipal boundaries of West Point City, which function as the service area for the impact fee analysis.

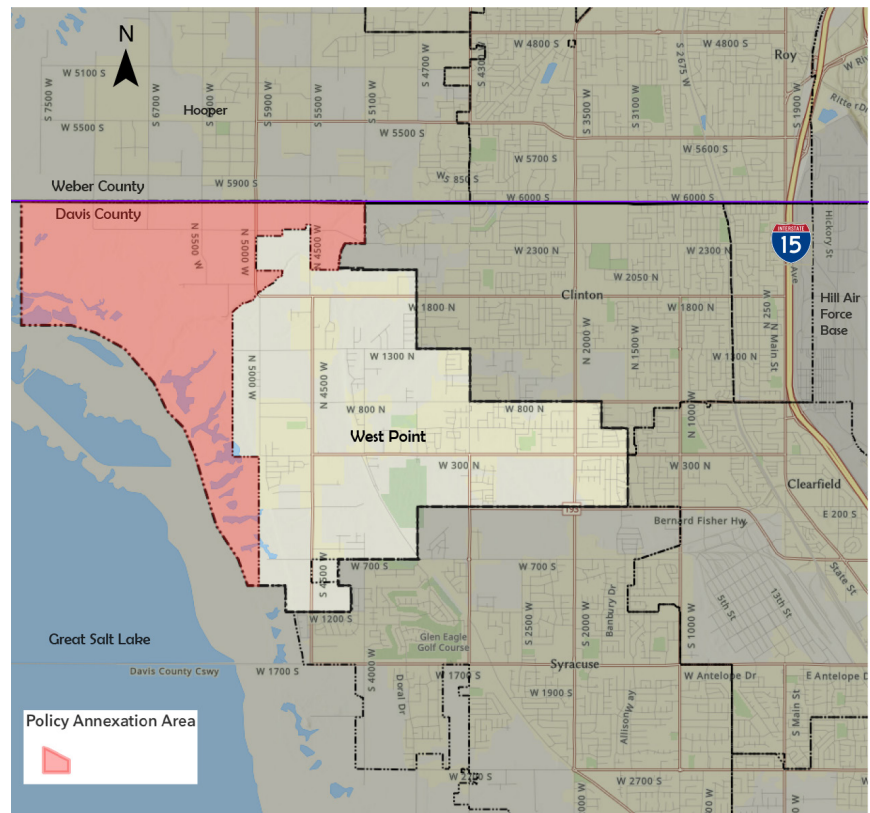


Figure 1: Service Area – West Point City

II. ANALYSIS METHODOLOGY

A. PURPOSE

The purpose of this chapter is to discuss the Level of Service (LOS) methodology and the proposed LOS threshold for West Point City roadways. According to Utah State Code Title 11, Chapter 36a, Section 102, LOS is defined as “the defined performance standard or unit of demand for each capital component of a public facility within a service area.” The LOS of a roadway segment or intersection is used to determine if capacity improvements are necessary. LOS is measured on a roadway segment using its daily traffic volume and at an intersection based on a high level analysis of the intersection.

B. PROPOSED LOS

Level of Service (LOS) is a term that describes the operating performance of an intersection or roadway. LOS is measured quantitatively and reported on a scale from A to F, with A representing the best performance and F the worst. A visual representation of each LOS is shown in Figure 2.

The Highway Capacity Manual (HCM), 7th ed. (2022) methodology was used in this analysis to remain consistent with “state of the practice” professional standards. The capacity of roadway segments is determined based on the number of lanes and/or functional classification of the roadway. The roadway LOS is then determined by comparing the actual traffic volumes with the capacity. West Point City determined that LOS A – C is acceptable for roadway segments within the City. LOS D – F are considered failing and are evaluated for mitigation measures to bring the level of service up to an acceptable level. Table 1 and Table 2 summarizes the maximum acceptable daily capacities (LOS C) for arterial and collector roadway segments used in the West Point TMP (2022).

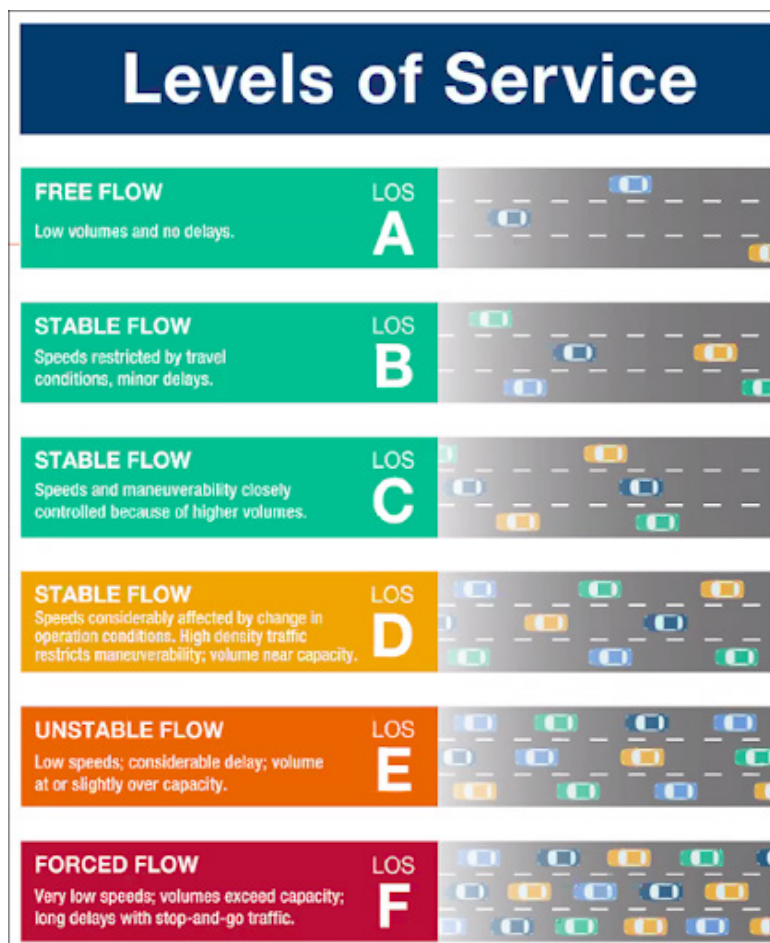


Figure 2: Level of Service (LOS) categories



Table 1: Arterial Daily Maximum Capacities (Two Way Daily Trips)

Lanes	LOS A -C	LOS D	LOS E	LOS F
3	≤ 11,500	11,500 - 13,400	13,400 - 16,500	≥ 16,500
5	≤ 26,500	26,500 - 30,500	30,500 - 39,000	≥ 39,000
7	≤ 40,000	40,000 - 46,000	46,000 - 59,000	≥ 59,000

Table 2: Collector Daily Maximum Capacities (Two Way Daily Trips)

Lanes	LOS A -C	LOS D	LOS E	LOS F
2	≤ 9,700	9,700 - 12,100	12,100 - 14,500	≥ 14,500
3	≤ 10,800	10,800 - 13,000	13,000 - 16,100	≥ 16,100

The proposed LOS provides a standard of evaluation for roadway conditions. This standard will determine whether or not a roadway will need improvements. According to Utah State Code Title 11, Chapter 36a, Section 302:

“(b) A proposed level of service may diminish or equal the existing level of service.

(c) A proposed level of service may:

- (i) exceed the existing level of service if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service; or
- (ii) establish a new public facility if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service.”

As noted in the West Point TMP (2022), the proposed LOS threshold for West Point is LOS C. Therefore, improvements are recommended and eligible for impact fees for roadways that are projected to operate at LOS D, E or F in the future.

C. EXCESS CAPACITY

An important element of the IFFP is the determination of excess capacity on the roadway network. Excess capacity is defined as the amount of available capacity on any given street in the roadway network under existing conditions. This capacity is available for new development in the City before additional infrastructure will be needed. This represents a buy-in component from the City if the existing residents and businesses have already paid for these improvements.

New roads do not have any existing excess capacity, and roads that are not under city jurisdiction have their capacity information removed from the calculations. The excess capacity for roadways that are identified as needing improvements in the IFFP was calculated and accounted for in the impact fee calculations.



D. TRIPS

The unit of demand for transportation impact is the vehicle trip. A vehicle trip is defined by the Institute of Transportation Engineers (ITE) as a “single or one-direction vehicle movement with either the origin or the destination (exiting or entering) inside a study site”. The total traffic impact of a new development can be determined by the sum of the total number of vehicle trips generated by a development in a typical weekday. This trip generation number or impact can be estimated for an individual development using the ITE Trip Generation Manual, 11th ed. (2021). ITE’s trip data is based on data collection at numerous sites over several decades.

An additional consideration is that certain developments generate pass-by trips. Pass-by trips are trips taken on the way from one development to another. An example of this is someone stopping at a gas station on the way home from work. The pass-by trip is still counted at the gas station access. However, the pass-by trip was completed by a vehicle already on the road due to other developments.

Pass-by trips do not add additional traffic to the roadway and, therefore, do not create additional impact. Many land-use types in the ITE Trip Generation Manual have a suggested reduction for pass-by trips where applicable. In each case, the trip reduction rate will be applied to the trip generation rate used in the IFA.

E. CUT-THROUGH TRIPS

Trips that do not have an origin or destination within West Point City need to be removed from the impact fee calculation. For example, if a vehicle starts a trip in Syracuse, travels through West Point City, and ends that trip in Clinton, this trip adds traffic to a West Point roadway. However, the cost of the incremental congestion it adds to West Point City roadways cannot be recovered through impact fees. The details behind these calculations are described in Chapter 4 of this document.

The travel demand model developed specifically for the West Point Transportation Master Plan was utilized to determine cut-through percentages on West Point City roadways. A “select link” analysis was performed to determine cut-through percentages. This analysis examines a specific roadway link and traces the origins and destinations of every vehicle trip on that link. All vehicle trips that had both an origin and destination outside of West Point City were totaled, then divided by the total link volume to obtain the cut-through percentage. This analysis was performed on all major roadways within West Point City that had the potential for cut-through vehicle trips.

Given West Point’s location on the west side of Davis County cut-through trips are generally minimal. Most roadways within West Point City were found to have cut-through rates of 5% or less, with many roadways having no cut-through vehicles. Roadways that border adjacent municipalities, such as the SR-193 roadway or the West Davis Corridor, had much higher cut-through rates due to their location on the edge of West Point City or through multiple jurisdictions.

F. INTERSECTION PROJECTS

If trips resulting from new growth require an intersection to be upgraded, the full cost of the intersection is impact fee eligible. Thus, cut-through and excess capacity are not accounted for with intersection projects.

G. SYSTEM AND PROJECT IMPROVEMENT

There are four primary classifications of roads defined in the West Point TMP: State Highways, Major Collectors, Minor Collectors, and local streets. These are defined in the roadway classification map in the West Point TMP.

Improvements made to collectors and arterials are considered system improvements as defined in the Utah Impact Fee Law, as these streets serve users from multiple developments. All intersection improvements on existing and future collectors and arterials are also considered system improvements. System improvements may include anything within the roadway, such as curb and gutter, asphalt, road base, sidewalks/trails, lighting, and signing for collectors and arterials. These projects are eligible to be funded with impact fees and are included in this IFFP.

III. TRANSPORTATION DEMANDS

A. PURPOSE

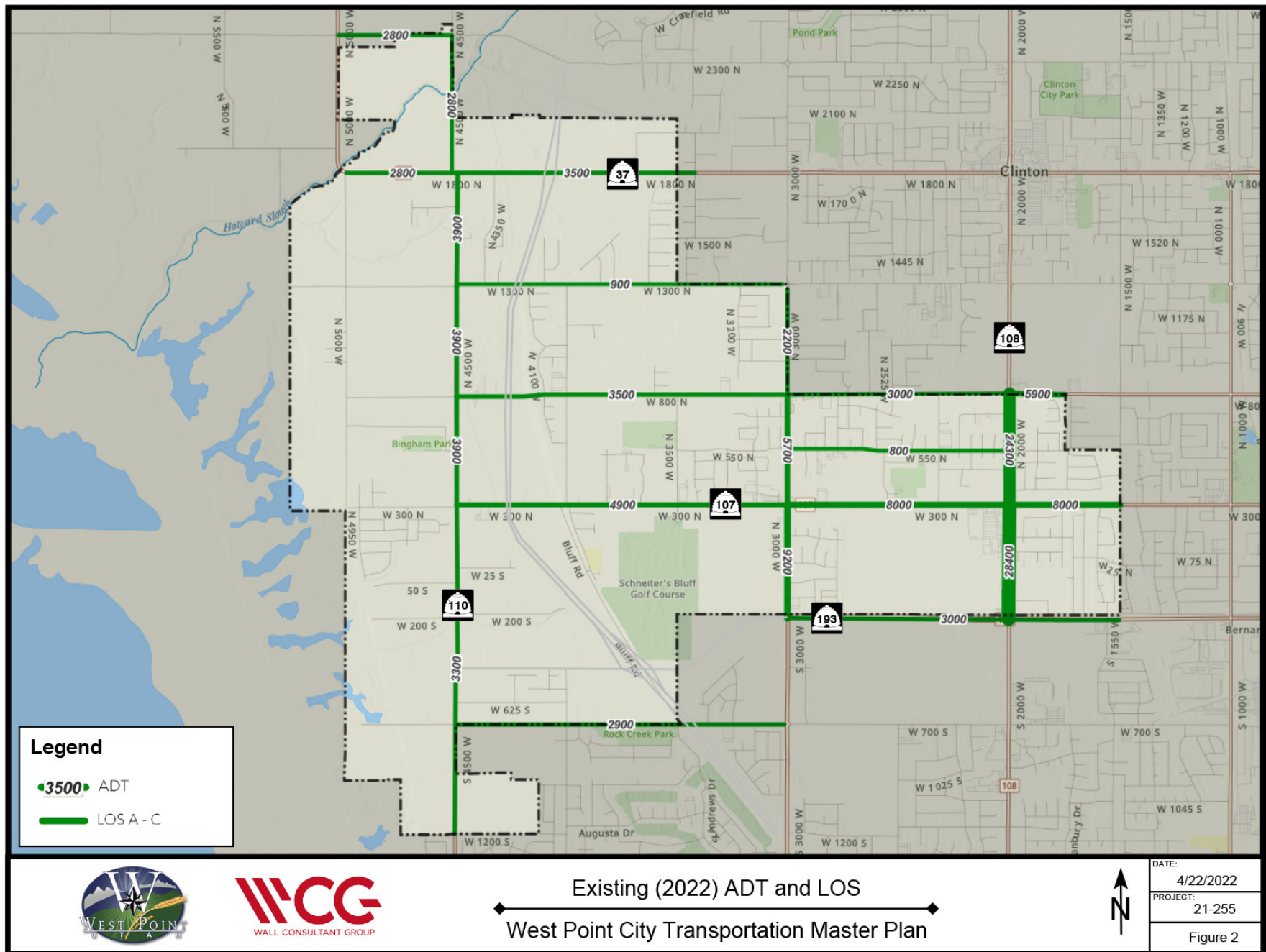
The purpose of this chapter is to identify the existing and future transportation demands on West Point roadway facilities. Future transportation demands are based on new development in the City. Once defined, the transportation demands help identify roadways that have excess capacity and those that require additional capacity due to high transportation demands.

B. EXISTING ROADWAY CONDITIONS

Existing roadway conditions were determined by collecting traffic data on major roadways in the City, as well as from a variety of traffic data sources. These additional sources include data collected by West Point City, the Utah Department of Transportation (UDOT), and the previous TMP. The traffic volumes were compared with each roadway capacity to identify the LOS of each segment.

The existing LOS of major roadways in West Point City is shown in Figure 2. As shown, all of the major City roadways are currently operating at an acceptable LOS (C or better).



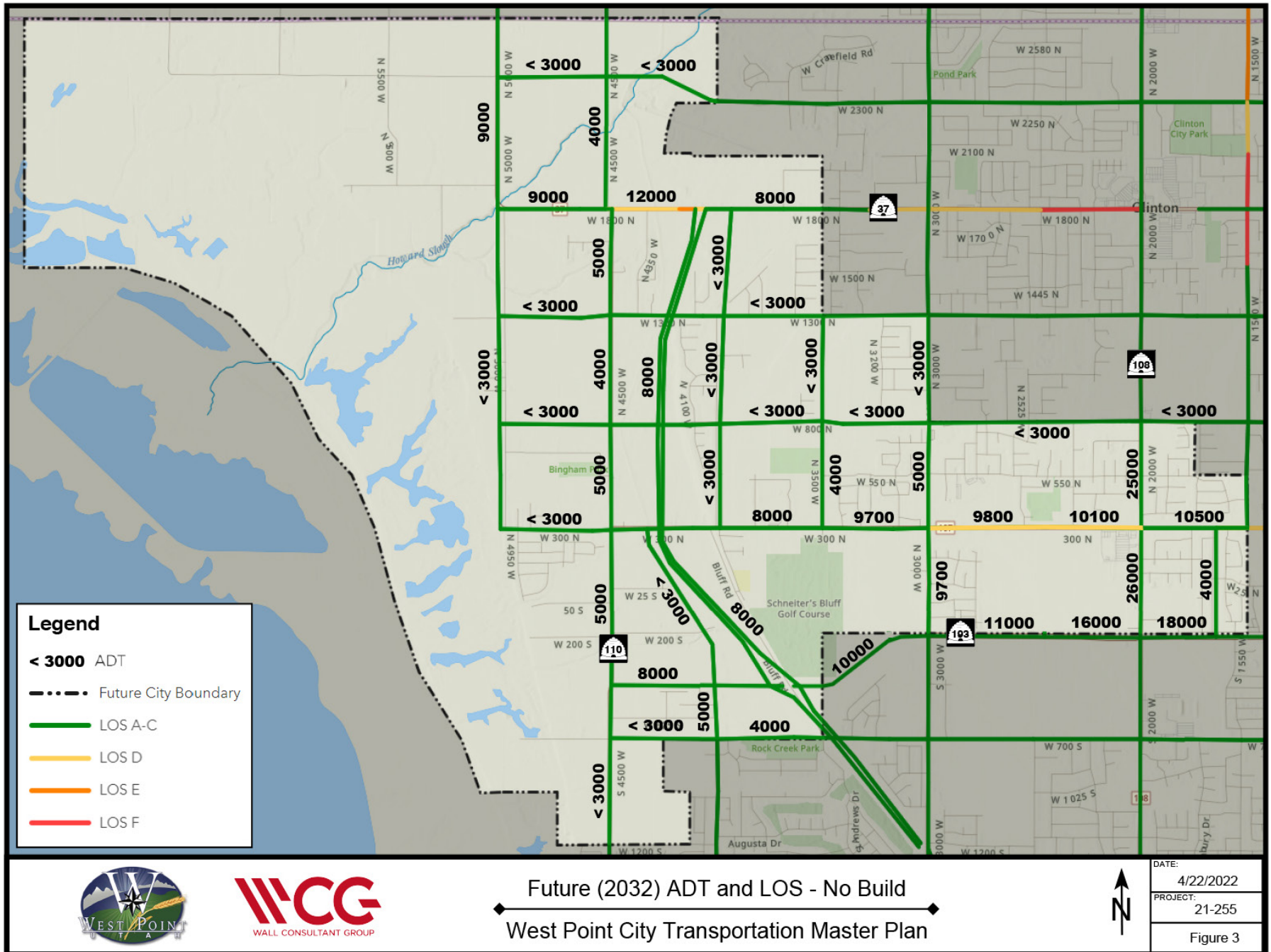


C. FUTURE ROADWAY CONDITIONS

Future traffic volumes were projected using the travel demand model. WCG used the latest model from Wasatch Front Regional Council (WFRC), which is the local metropolitan planning organization (MPO), and refined it to better reflect conditions in West Point and the surrounding areas. The existing traffic volumes and data from planned developments and land uses were used to adjust the model to estimate future traffic volumes. The model was developed to estimate future volumes in 2032, assuming a no-build condition, meaning that no City roadway improvements were assumed. A no-build scenario is intended to show what the roadway network would be like in the future if no action is taken to improve the City roadway network. The future (2032) no-build LOS is shown in Figure 3. As shown, there are a number of roadways that are anticipated to deteriorate to LOS D, E or F. In addition, there are several new roads that will be needed to accommodate future development.

Based on the analysis in the West Point TMP, the anticipated growth resulting from new development in West Point City from 2022 to 2033 is **23,227** daily trips.







IV. MITIGATION PROJECTS

A. PURPOSE

The purpose of this chapter is to discuss the recommended improvements and new roadways that will mitigate capacity deficiencies on City roadways, as well as the cost of those improvements. The cost of the recommended improvements is critical in the calculation of the impact fees.

B. FUTURE PROJECTS

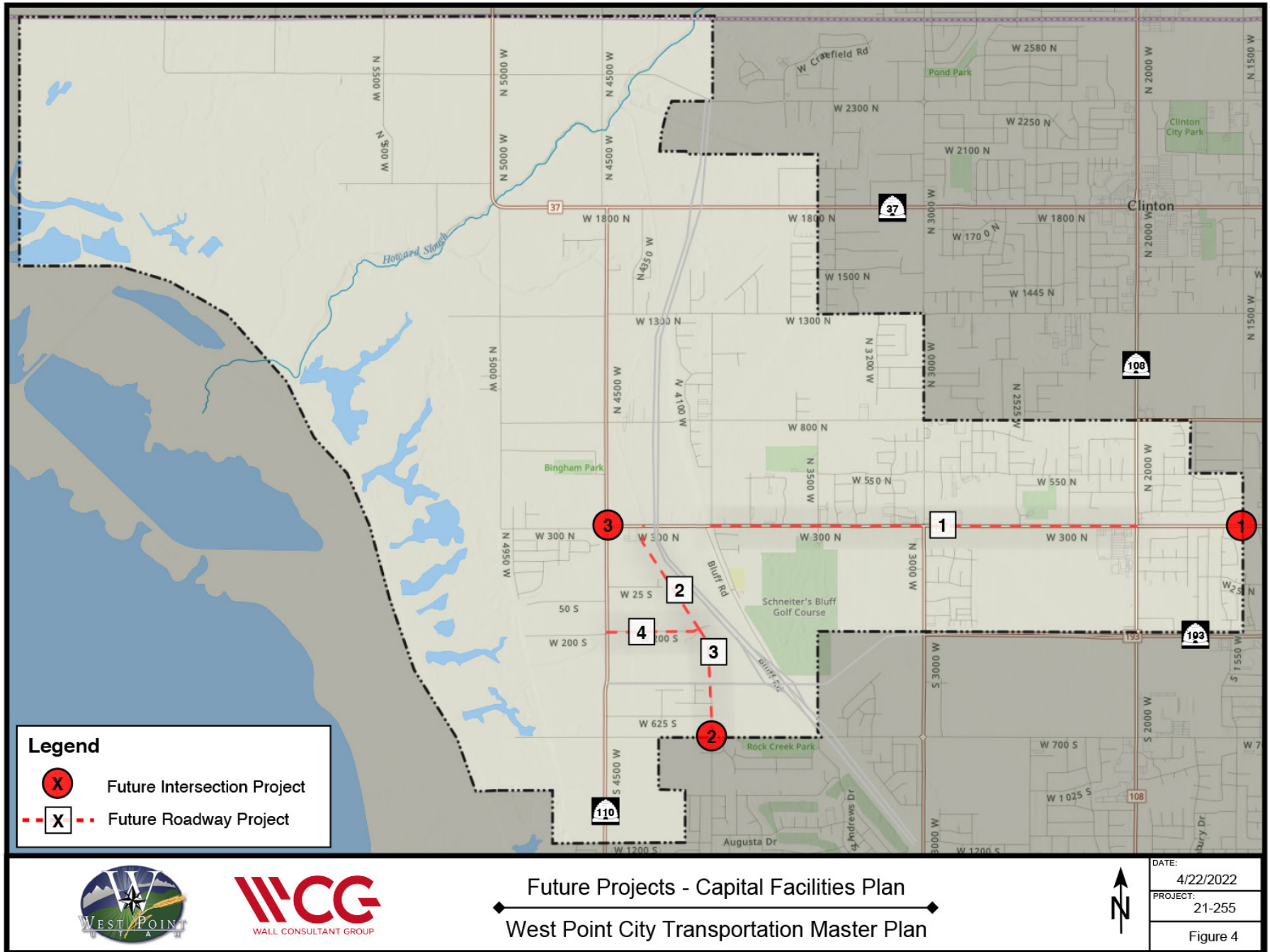
Poor levels of service on roadways are generally mitigated by building new roads or adding travel lanes. In some cases, additional lanes can be gained by re-striping the existing pavement width. This can be accomplished by eliminating on-street parking, creating narrower travel lanes, or adding two-way left-turn lanes where they don't currently exist. Improvements can also be made at intersections to improve LOS by adding turn lanes or by changing the intersection type or the intersection control. At signalized intersections, methods to improve intersection LOS include additional left- and right-turn lanes and signal-timing improvements.

The existing and future (2032) no-build scenarios were used as a basis to predict the necessary projects to include in the IFFP. For the purposes of this IFFP, only projects that are planned to be completed by 2032 will be considered. Table 3 and Figure 4 shows all City projects expected to be constructed by 2032 to meet the demands placed on the roadway network by new development. These projects are included in the IFFP analysis. UDOT projects will be funded entirely with state funds and are therefore not eligible for impact fee expenditure and are not included in this analysis.

The Impact Fees Act allows for the inclusion of a time price differential to ensure the future value of costs incurred at a later date are accurately calculated to include the costs of construction inflation. This analysis includes an inflation component to reflect the future cost of facilities. The impact fee analysis should be updated regularly to account for changes in cost estimates over time.

Table 3: West Point City 2032 Project List

Project number	Location	Project
1	300 North; 2000 West to 4000 West	Re-Construct to 3-lane collector
2	Cold Springs Road; 200 South to 200 North	New 2-lane collector
3	Cold Springs Road; 450 South to 200 North	New 2-lane collector
4	200 South; 4500 West to Cold Springs Road	New 3-lane road
Intersection 1	300 North / 1500 West	Striping Improvements
Intersection 2	700 South / 4000 West	Roundabout
Intersection 6	SR-110 (4500 West / 300 North)	Roundabout





C. PROJECT COSTS ATTRIBUTABLE TO FUTURE GROWTH

Table 4 represents all projects expected to be constructed by 2032 based on the analysis in the TMP. The total cost for all projects is estimated to be **\$24,019,420**. Only a portion of the total cost is impact fee eligible. Some projects are expected to be fully funded by developers. Funding for regional projects can also come through other sources, such as the local metropolitan planning organization or the County. The City will need to find funding to cover the portion of the projects that are not impact fee eligible, and are not fully funded by developers or outside sources. The cost due to future growth can be shared by new development through the assessment of transportation impact fees.

The amount of each project to be funded by impact fees varies depending on the cut-through traffic, projected traffic volumes, and capacity of each roadway. A vehicle trip is considered cut-through when the origin and the destination for a specific trip occurs outside the city limits. A cut-through traffic analysis was completed on key roadways where projects are planned in the city using a select-link analysis within the travel demand model. Specific cut-through values were assigned to each project roadway based on this analysis. The select-link analysis is described in the cut-through section in Chapter 2.

The impact fee eligibility of each project was calculated by dividing the total new development-related traffic volume of the future (2032) traffic volume by roadway capacity added by the proposed project. This eligibility percentage was then multiplied by the project cost to calculate the impact fee eligible cost for each project. The following formulas outline how the impact fee eligible cost was calculated.

$$2032 \text{ ADT in Excess of 2020 Capacity} = 2032 \text{ ADT}^1 - 2022 \text{ Capacity}$$

¹ If 2032 ADT is greater than 2032 capacity, then use 2032 capacity

$$\% \text{ Impact Fee Eligible} = \frac{2032 \text{ ADT in Excess of 2022 Capacity}}{\text{New Capacity}} \times (1 - \% \text{ through})$$

$$\text{Impact Fee Eligible Cost} = \% \text{ Impact Fee Eligible} \times \text{Total Project Cost}$$

A summary of the costs and impact fee eligibility of each project is shown in Table 4. As shown, the total impact fee eligible cost for planned West Point City projects expected to be completed by 2032 is **\$4,280,787**.



Table 4: West Point City 2032 Project Impact Fee Eligible Cost Summary

Project Number	Location	Project	Cost	Outside Funding	Outside Funding Sources ¹	2022 ADT	2032 ADT	2020 Capacity	2030 Capacity	32 ADT in Excess of '22 Capacity	% Pass-through	New Capacity	% Impact Fee Eligible	Impact Fee Eligible Cost
1	300 North; 2000 West to 4000 West	Re-Construct to 3-lane collector	\$9,000,000	\$9,000,000	WFRC & Davis County	8,000	10,100	9,700	10,800	400	2%	1,100	35.7%	\$0
2	Cold Springs Road; 200 South to 200 North	New 2-lane collector	\$5,153,316	\$0	n/a	0	3,000	0	9,700	3,000	0%	9,700	31.0%	\$1,597,528
3	Cold Springs Road; 450 South to 200 South	New 2-lane collector	\$1,894,858	\$0	n/a	0	5,000	0	9,700	5,000	0%	9,700	51.6%	\$977,747
4	200 South; 4500 West to Cold Springs Road	New 3-lane road	\$5,739,938	\$0	n/a	0	2,000	0	9,700	2,000	0%	9,700	20.7%	\$1,188,168
Intersection 1	300 North / 1500 West	Striping Improvements	\$3,380	\$0	n/a	Intersection Improvement due to New Development							100.0%	\$3,380
Intersection 2	700 South / 4000 West	Roundabout	\$1,027,928	\$513,964	Syracuse	Intersection Improvement due to New Development							100.0%	\$513,964
Intersection 6	SR-110 (4500 West) / 300 North	Roundabout	\$1,200,000	\$1,200,000	WFRC CMAQ Funding	Intersection Improvement due to New Development							100.0%	\$0
TOTAL			\$24,019,420	\$10,713,964										\$4,280,787

1. WFRC STIP (State Transportation Improvement Program), UDOT, adjacent cities, or other external funding sources

Source: West Point Transportation Master Plan, WCG



V. FUNDING SOURCES

A. PURPOSE

The purpose of this chapter is to identify the funding sources that are available for roadway improvement projects. All possible revenue sources have been considered as a means of financing transportation capital improvements needed as a result of new growth. Funding sources for transportation are essential to enable the recommended improvements in West Point City to be built. This chapter discusses the potential revenue sources that could be used to fund transportation needs.

Transportation routes often span multiple jurisdictions and provide regional significance to the transportation network. As a result, other government jurisdictions or agencies often help pay for such regional benefits. Those jurisdictions and agencies could include the Federal Government, the State (UDOT), the County, and the local MPO (WFRC). The City will need to continue to partner and work with these other jurisdictions to ensure adequate funds are available for the specific improvements necessary to maintain an acceptable LOS. The City will also need to partner with adjacent communities to ensure corridor continuity across jurisdictional boundaries (i.e., arterials connect with arterials, collectors connect with collectors, etc.).

B. FEDERAL FUNDING

Federal money is available to cities and counties through the federal-aid program. In Utah, UDOT administers these funds. To be eligible, a project must be listed on the five-year Statewide Transportation Improvement Program (STIP).

The Surface Transportation Program (STP) funds projects for any roadway with a functional classification of a collector street or higher as established on the Statewide Functional Classification Map. STP funds can be used for both rehabilitation and new construction. The Joint Highway Committee programs a portion of the STP funds for projects around the state in urban areas. Another portion of the STP funds can be used for projects in any area of the state at the discretion of the State Transportation Commission. Transportation Enhancement funds are allocated based on a competitive application process. The Transportation Enhancement Committee reviews all applications and then a portion of the applications are passed to the State Transportation Commission. Transportation enhancements include twelve categories ranging from historic preservation, bicycle and pedestrian facilities, and water runoff mitigation.

WFRC accepts applications for federal funds from local and regional government jurisdictions. The WFRC Technical Advisory and Regional Planning Committees select projects for funding every two years. The selected projects form the Transportation Improvement Program (TIP). In order to receive funding, projects should include one or more of the following aspects:

- **Congestion relief** – spot improvement and corridor improvement projects intended to improve levels of service and/or reduce average delay along those corridors identified in the Regional Transportation Plan as high-congestion areas
- **Mode choice** – projects improving the diversity and/or usefulness of travel modes other than single-occupant vehicles
- **Air quality improvements** – projects showing demonstrable air quality benefits
- **Safety** – improvements to vehicular, pedestrian, and bicyclist safety





C. STATE/COUNTY FUNDING

The distribution of State Class B and C program funds is established by State Legislation and is administered by UDOT. Revenues for the program are derived from State fuel taxes, registration fees, driver license fees, inspection fees, and transportation permits. Seventy-five percent of these funds are kept by UDOT for their construction and maintenance programs. The rest is made available to counties and cities. As some of the roads in West Point fall under UDOT jurisdiction, it is in the interest of the City that staff are aware of the procedures used by UDOT to allocate those funds and to be active in requesting the funds be made available for UDOT-owned roadways in the City.

Class B and C funds are allocated to each city and county based on the following formula: 50 percent based on the percentage that the population of the county or municipality bears to the total population of the state, and 50 percent based on the percentage that the B and C road weighted mileage of the county or municipality bears to the total Class B and Class C road total weighted mileage. Class B and C funds can be used for maintenance and construction projects.

D. CITY FUNDING

Some cities utilize general fund revenues for their transportation programs. Another option for transportation funding is to create special improvement districts. These districts are organized for the purpose of funding a single specific project that benefits an identifiable group of properties. Another source of funding used by cities is revenue bonding for projects intended to benefit the entire community.

Private interests often provide resources for transportation improvements. Developers construct the local streets within subdivisions and often dedicate right-of-way and participate in the construction of collector/arterial streets adjacent to their developments. Developers can also be considered a possible source of funds for projects through the use of impact fees. These fees are assessed as a result of the impacts a particular development will have on the surrounding roadway system, such as the need for traffic signals or street widening.

General fund revenues are typically reserved for operation and maintenance purposes as they relate to transportation. However, general funds can be used, if available, to fund the expansion or introduction of specific services. Providing a line item in the City budgeted general funds to address roadway improvements that are not impact fee eligible is a recommended practice to fund transportation projects, should other funding options fall short of the needed amount.

General obligation bonds are debt paid for or backed by the City's taxing power. In general, facilities paid for through this revenue stream are in high demand amongst the community. Typically, general obligation bonds are not used to fund facilities that are needed as a result of new growth because existing residents would be paying for the impacts of new growth. As a result, general obligation bonds are not considered a fair means of financing future facilities needed as a result of new growth. They may be considered as a reasonable method to address existing deficiencies.

Certain areas might have different needs or require different methods of funding than traditional revenue sources. A Special Assessment Area (SAA) can be created for infrastructure needs that benefit or encompass specific areas of the City. The municipality can create an SAA through a resolution declaring that public health, convenience, and necessity require the creation of an SAA. The boundaries and services provided by the district must be specified and a public hearing must be held before the SAA is created. Once the SAA is created, funding can be obtained from tax levies, bonds, and fees when approved by the majority of the qualified electors of the SAA. These funding mechanisms allow the costs to be spread out over time. Through the SAA, tax levies and bonding can apply to specific areas in the City needing to benefit from the improvements.

E. INTERFUND LOANS

Since infrastructure generally must be built ahead of growth, it is sometimes funded before expected impact fees are collected. Bonds are the solution to this problem in some cases. In other cases, funds from existing user rate revenue will be loaned to the impact fee fund to complete initial construction of the project. As impact fees are received, they will be reimbursed. Consideration of these loans will be included in the impact fee analysis and should be considered in subsequent accounting of impact fee expenditures.

F. DEVELOPER DEDICATIONS AND EXACTIONS

Developer dedications and exactions can both be credited against the developer's impact fee analysis. If the value of the developer's dedications and/or exactions are less than the developer's impact fee liability, the developer will owe the balance of the liability to the City. If the dedications and/or exactions of the developer are greater than the impact fee liability, the City may reimburse the developer the difference.

G. DEVELOPER IMPACT FEES

Impact fees are a way for a community to obtain funds to assist in the construction of infrastructure improvements resulting from and needed to serve new growth. The premise behind impact fees is that if no new development occurred, the existing infrastructure would be adequate. Therefore, new development should pay for the portion of required improvements that result from new growth. Impact fees are assessed for many types of infrastructure and facilities that are provided by a community, such as roadways. According to state law, impact fees can only be used to fund growth-related system improvements.

According to State statute, impact fees must only be used to fund projects that will serve needs caused by future development. They are not to be used to address present deficiencies. Only project costs that address future needs are included in this IFFP. This ensures a fair fee since developers will not be expected to address present deficiencies.

Legislation requires that impact fees should be spent or encumbered within six years after each impact fee is paid. Impact fees collected in the next six years should be spent on those projects outlined in the IFFP as growth related costs to maintain the City established LOS. Impact fees collected as buy-in to existing facilities can be allocated to the General Fund to repay the City for historic investment.



VI. IMPACT FEE CERTIFICATION

A. OVERVIEW

This report has been prepared in accordance with Utah Code Title 11, Chapter 36a, “Impact Fees Act.” This report (including its results and projections) relies upon the planning, engineering, land use, and other source data provided in the West Point City TMP (2022).

In accordance with Utah Code Annotate, 11-36a-306(1), WCG certifies that this impact fee facilities plan:

1. Includes only the cost of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. are projected to be incurred or encumbered within six years of the day on which each impact fee is paid;
2. Does not include:
 - a. costs of operation and maintenance of public facilities; or
 - b. costs for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the LOS supported by existing residents; and
3. Complies in each and every relevant respect with the Impact Fees Act.

This certification is made with the following limitations:

- All of the recommendations for implementing this IFFP and IFA are followed in their entirety by the City.
- If any portion of the IFFP is modified or amended in any way, this certification is no longer valid.

All information presented and used in the creation of this IFFP is assumed to be complete and correct, including any information received from the City or other outside sources.





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JULY 2022

**SUBMITTED BY:
LEWIS YOUNG ROBERTSON & BURNINGHAM, INC.**

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IMPACT FEE CERTIFICATION

Lewis Young Robertson & Burningham, Inc. certifies that the Impact Fee Analysis ("IFA") prepared for transportation services:

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 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;
 - 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;
 - d. offsets costs with grants or other alternate sources of payment; and
3. complies in each and every relevant respect with the Impact Fees Act.

Lewis Young Robertson & Burningham, Inc. makes this certification with the following caveats:

1. All of the recommendations for implementation of the IFFP made in the IFFP documents or in the IFA documents are followed by City Staff and elected officials.
2. If all or a portion of the IFFP or IFA are modified or amended, this certification is no longer valid.
3. All information provided to LYRB is assumed to be correct, complete, and accurate. This includes information provided by the City as well as outside sources.

LEWIS YOUNG ROBERTSON & BURNINGHAM, INC.

DEFINITIONS

The following acronyms or abbreviations are used in this document:

AADT: Average Annual Daily Trips

HH: Household

IFA: Impact Fee Analysis

IFFP: Impact Fee Facilities Plan

LOS: Level of Service

LYRB: Lewis Young Robertson and Burningham, Inc.

SF: Square Feet

TAZ: Traffic Area Zone

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SECTION I: EXECUTIVE SUMMARY

The purpose of the Transportation Impact Fee Analysis (“IFA”) is to fulfill the requirements established in Utah Code Title 11 Chapter 36a, the “Impact Fee Act,” and help West Point City (the “City”) plan necessary capital improvements for future growth. This document will determine the appropriate impact fee the City may charge to new growth to maintain the level of service (“LOS”) for the transportation system. The **2022 West Point Transportation Impact Fee Facilities Plan (“IFFP”)** fulfills the requirements in the Impact Fee Act related to the completion of an IFFP and is referred to in this document as the IFFP. This document, along with information from the City, provides the information utilized in the analysis for the purposes of calculating impact fees.

- ☞ **Impact Fee Service Areas:** The impact fees related to transportation will be assessed within the proposed service area, which incorporates the entire municipal boundaries.
- ☞ **Demand Analysis:** The demand unit utilized in this analysis are daily trips on existing and proposed roadways. As residential and commercial growth occurs within the City, it generates new daily trips on existing and proposed roadways. The capital improvements identified in this study are designed to maintain the current level of service for new growth.
- ☞ **Level of Service:** Level of Service (LOS) assesses the level of congestion on a roadway segment or intersection. LOS is measured using a letter grade A through F, where A represents free flowing traffic with absolutely no congestion and F represents grid lock. West Point City has adopted an acceptable standard of LOS C for its street network and intersections.
- ☞ **Excess Capacity:** It is anticipated that new development will benefit from the existing roadways that have been constructed within the service area. Approximately 23 percent of the total demand on the system will occur within the IFFP planning horizon. As a result, **\$1,980,226** of the total original system cost is included in this analysis, based on the original cost of system improvements as identified in the City’s financial records.
- ☞ **Capital Facilities Analysis:** The IFFP has identified the growth-related projects needed within the next ten years. The total cost related to growth is **\$5,111,484**, based on an average construction year of 2028 and inflation of three percent annually.
- ☞ **Financing of Future Facilities:** The future capital projects which are intended to serve new growth will be financed using general fund revenues, impact fees, other transportation related funds, and contributions from regional transportation planning organizations. The costs associated with future debt is not included in the Impact Fee Analysis.

PROPORTIONATE SHARE ANALYSIS

The proportionate share analysis determines the proportionate cost assignable to new development based on the proposed capital projects and the new growth served by the proposed projects. The impact fee per trip is calculated below.

TABLE 1.1: PROPORTIONATE SHARE ANALYSIS

TRANSPORTATION CAPITAL PROJECTS	GROWTH RELATED COSTS	FUTURE DAILY TRIPS	COST PER TRIP
Future Roadway Projects	\$5,111,484	23,227	\$220.07
Excess Capacity of Existing Roads	\$1,980,226	23,227	\$85.26
Impact Fee Credit	(\$10,000)	23,227	(\$0.43)
Professional Expenses	\$34,925	23,227	\$1.50
Net Impact Fee Cost per Trip	\$7,116,634		\$306.39

IMPACT FEE SUMMARY BY LAND USE TYPE

The impact fee by land use type is illustrated in **Table 1.2**.

TABLE 1.2: IMPACT FEE SUMMARY BY LAND USE TYPE

	ASSESSMENT	ITE CODE REFERENCE ¹	AVERAGE DAILY TRIPS	ADJUSTMENT FACTOR ²	ADJUSTED DAILY TRIPS ³	ESTIMATED FEE
Residential Single-Family	per Unit	210	9.43	0%	9.43	\$2,892
Residential Multi-Family	per Unit	220	6.74	0%	6.74	\$2,243
General Office	per 1,000 sf	710	10.84	0%	10.84	\$2,984
Commercial	per 1,000 sf	820	37.01	34%	24.43	\$7,635
Manufacturing/Industrial	per 1,000 sf	110	4.87	0%	4.87	\$1,520

1. ITE = Institute of Traffic Engineers, 11th Edition.

2. Adjustment Factor based on ITE estimate of pass-by traffic.

3. Adjusted Daily Trips calculated based on multiplying Average Daily Trips x 1-Adjustment Factor.

NON-STANDARD IMPACT FEES

The City reserves the right under the Impact Fees Act¹ to assess an adjusted fee that more closely matches the true impact that a specific land use will have upon the City's transportation system. This adjustment could result in a different impact fee by land use if evidence suggests a particular user will create a different impact than what is standard for its category.

Formula for Non-Standard Development:

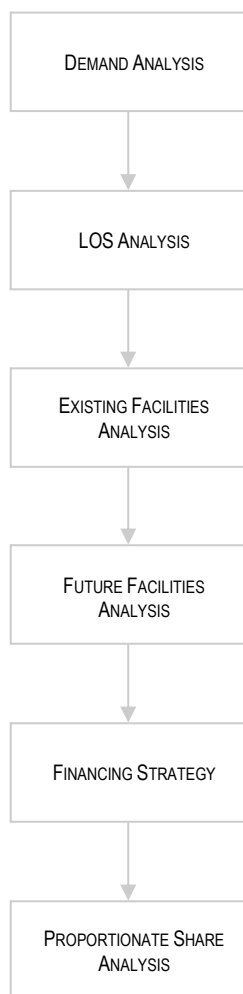
Number of Units (Residential Units or 1K SF of Building Space) * ITE Land Use Average Annual Daily Trips per Unit x Adjustment Factor x Cost per Trip (\$306.39) = Total Fee

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¹ 11-36a-402(1)(c)

SECTION II: GENERAL IMPACT FEE METHODOLOGY

FIGURE 2.1: IMPACT FEE METHODOLOGY



The purpose of this study is to fulfill the requirements of the Impact Fees Act regarding the establishment of an IFFP and IFA. The IFFP is designed to identify the demands placed upon existing facilities by future development and evaluate how these demands will be met. The IFFP is also intended to outline the improvements which are intended to be funded by impact fees. The IFA is designed to proportionately allocate the cost of the new facilities and any excess capacity to new development, while ensuring that all methods of financing are considered. Each component must consider the historic level of service provided to existing development and ensure that impact fees are not used to raise that level of service. The following elements are important considerations when completing an IFFP and IFA.

DEMAND ANALYSIS

The demand analysis serves as the foundation for the IFFP. This element focuses on a specific demand unit related to each public service – the existing demand on public facilities and the future demand as a result of new development that will impact public facilities.

LEVEL OF SERVICE ANALYSIS

The demand placed upon existing public facilities by existing development is known as the existing “Level of Service” (“LOS”). Through the inventory of existing facilities, combined with the growth assumptions, this analysis identifies the level of service which is provided to a community’s existing residents and ensures that future facilities maintain these standards. Any excess capacity identified within existing facilities can be apportioned to new development. Any demand generated from new development that overburdens the existing system beyond the existing capacity justifies the construction of new facilities.

EXISTING FACILITY INVENTORY

In order to quantify the demands placed upon existing public facilities by new development activity, to the extent possible, the Impact Fee Facilities Plan provides an inventory of the existing **system** facilities. The inventory valuation should include the original construction cost and estimated useful life of each facility. The inventory of existing facilities is important to properly determine the excess capacity of existing facilities and the utilization of excess capacity by new development.

FUTURE CAPITAL FACILITIES ANALYSIS

The demand analysis, existing facility inventory, and LOS analysis allow for the development of a list of capital projects necessary to serve new growth and to maintain the existing system. This list includes any excess capacity of existing facilities as well as future **system improvements** necessary to maintain the level of service. Any demand generated from new development that overburdens the existing system beyond the existing capacity justifies the construction of new facilities.

FINANCING STRATEGY

This analysis must also include a consideration of all revenue sources, including impact fees, future debt costs, alternative funding sources, and the dedication of system improvements, which may be used to finance system improvements.² In conjunction with this revenue analysis, there must be a determination that impact fees are necessary to achieve an equitable allocation of the costs of the new facilities between the new and existing users.³

PROPORTIONATE SHARE ANALYSIS

The written impact fee analysis is required under the Impact Fees Act and must identify the impacts placed on the facilities by development activity and how these impacts are reasonably related to the new development. The written impact fee analysis must include a proportionate share analysis, clearly detailing each cost component and the methodology used to calculate each impact fee. A local political subdivision or private entity may only impose impact fees on development activities when its plan for financing system improvements establishes that impact fees are necessary to achieve an equitable allocation to the costs borne in the past and to be borne in the future (UCA 11-36a-302).

² 11-36a-302(2)

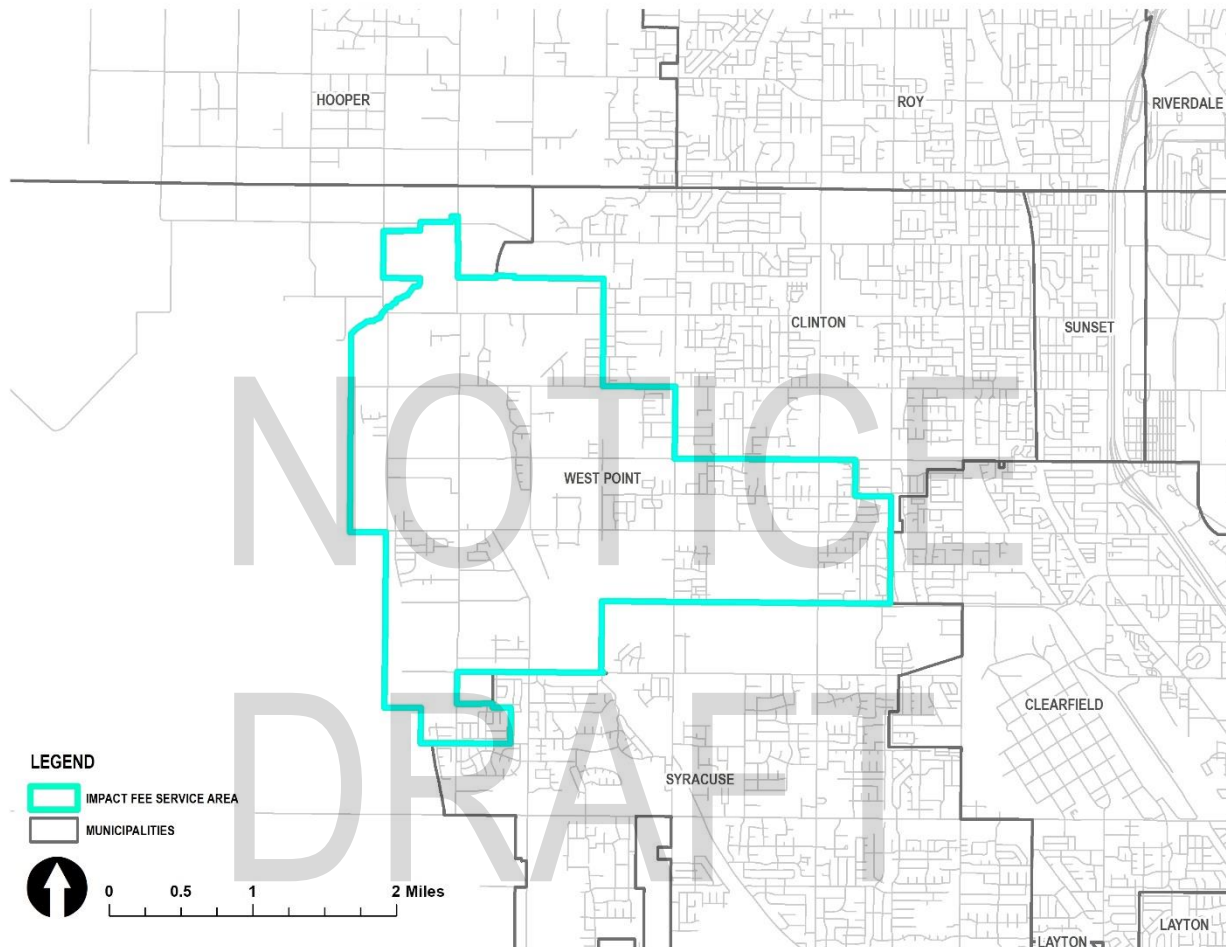
³ 11-36a-302(3)

SECTION III: OVERVIEW OF SERVICE AREA, DEMAND AND LEVEL OF SERVICE

SERVICE AREA

Figure 3.1 illustrates the proposed impact fee service area, which incorporates the entire municipal boundaries. A detailed service area map has also been provided below. The impact fees related to transportation will be assessed within the proposed service area.

FIGURE 3.1: PROPOSED IMPACT FEE SERVICE AREA



DEMAND UNITS

The demand units utilized in this analysis are based on undeveloped residential and commercial land and the new daily trips generated from these land-use types. As residential and commercial growth occurs within the City, additional daily trips will be generated on the City's roadways. The transportation capital improvements identified in this study are based on maintaining the current level of service as defined by the City. The proposed impact fees are based upon the projected growth in demand units which are used as a means to quantify the impact that future users will have upon the City's system. The demand unit used in the calculation of the transportation impact fee is based upon each land use category's impact and road usage characteristics expressed in the number of daily trips generated. The existing and future trip statistics used in this analysis were prepared by the City and their engineers based on existing modeling software.

To determine the proportionate impact from each land use type, the existing daily trips are allocated to the different land use types based on trip statistics as presented in the Institute of Traffic Engineers (ITE) Trip Generation Manual, 11th Edition. The most common method of determining growth is measuring the number of daily trips within a community based on existing and future land uses. Appropriate adjustment factors are applied to remove pass-by traffic. Based on the growth in daily trips, the City will need to expand its current facilities to accommodate new growth. Growth of new development will create an additional 23,227 daily trips by 2030, as show in **TABLE 3.1**.

TABLE 3.1: TRIP PROJECTIONS

YEAR	AVERAGE ANNUAL DAILY TRIPS	NEW DAILY TRIPS
Existing	36,626	-
2030	59,853	23,227
Buildout	101,467	64,841

Source:

TABLE 3.2: TRIP STATISTICS BY LAND USE TYPE

	ITE CLASSIFICATION	UNITS	WEEKDAY	PASS-BY ADJUSTMENT	DAILY TRIPS
Residential					
Single Family Homes	210	Dwelling Unit	9.44	0%	9.57
Multi-Family	220	Dwelling Unit	7.32	0%	6.65
Non-Residential					
General Office	710	1,000 Square Feet	9.74	0%	9.74
General Commercial/Shopping Center	820	1,000 Square Feet	37.75	34%	24.92
General Light Industrial	110	1,000 Square Feet	4.96	0%	4.96

LEVEL OF SERVICE

Level of Service (LOS) assesses the level of congestion on a roadway segment or intersection. LOS is measured using a letter grade A through F, where A represents free flowing traffic with absolutely no congestion and F represents grid lock. West Point City has adopted an acceptable standard of LOS C for its street network and intersections.⁴

⁴ See West Point IFFP p.4

SECTION IV: EXISTING FACILITIES INVENTORY

EXCESS CAPACITY & BUY-IN

Transportation impact fees are justified when daily trips are added to system-wide roadways that are at or nearing capacity or when new system-wide roadways are needed to meet the demands of growth. A buy-in component is contemplated for the roadways that have sufficient capacity to handle new growth while maintaining safe and acceptable levels of service.

EXISTING TRANSPORTATION SYSTEM BUY-IN

The determination of a buy-in component related to existing roadways is based on proportionate daily trips generated within the IFFP planning horizon. According to City records, the transportation system is valued at \$24,889,350. However, approximately \$16.2 million is related to project improvements and is therefore removed from the analysis. The remaining value of \$8.6 million is used to determine the appropriate buy-in fee. It is anticipated that new development will benefit from the existing roadways that have been constructed within the service area. Approximately 23 percent of the total demand on the system will occur within the IFFP planning horizon. As a result, \$1,980,226 of the total original system cost is included in this analysis, based on the original cost of system improvements as identified in the City's financial records.

TABLE: 4.1: ALLOCATION OF BUY-IN COMPONENT

	PROPORTIONAL DAILY TRIPS	PERCENT OF TOTAL	ALLOCATION OF ORIGINAL VALUE
Existing Daily Trips	36,626	36%	\$3,122,562
IFFP Demand	23,227	23%	\$1,980,226
Buildout Daily Trips	101,467	100%	\$8,650,603

Source: West Point City Financial Statements, LYRB

SECTION V: CAPITAL FACILITY ANALYSIS

The IFFP has identified the growth-related projects needed within the next ten years. Capital projects related to curing existing deficiencies were not included in the calculation of the impact fees. Total future projects applicable to new development are shown below.

FUTURE CAPITAL PROJECTS

Table 5.1 through 5.4 illustrate the estimated cost of future capital improvements within the Service Area, as identified in the IFFP.

TABLE 5.1: SUMMARY OF FUTURE SYSTEM IMPROVEMENTS WITHIN IFFP PLANNING HORIZON

PROJECT #	LOCATION	PROJECT	COST
1	300 North; 2000 West to 4000 West	Re-Construct to 3-lane collector	\$9,000,000
2	Cold Springs Road; 200 South to 200 North	New 2-lane collector	\$5,153,316
3	Cold Springs Road; 450 South to 200 South	New 2-lane collector	\$1,894,858
4	200 South; 4500 West to Cold Springs Road	New 3-lane road	\$5,739,938
Intersection 1	300 North / 1500 West	Striping Improvements	\$3,380
Intersection 2	700 South / 4000 West	Roundabout	\$1,027,928
Intersection 6	SR-110 (4500 West) / 300 North	Roundabout	\$1,200,000
Total			\$24,019,420

TABLE 5.2: SUMMARY OF FUTURE SYSTEM IMPROVEMENTS WITHIN IFFP PLANNING HORIZON (CONT.)

#	PROJECT	COST	OUTSIDE FUNDING	CITY FUNDED	OUTSIDE FUNDING SOURCES ¹
1	Re-Construct to 3-lane collector	\$9,000,000	\$9,000,000	\$0	WFRC & Davis County
2	New 2-lane collector	\$5,153,316	\$0	\$5,153,316	n/a
3	New 2-lane collector	\$1,894,858	\$0	\$1,894,858	n/a
4	New 3-lane road	\$5,739,938	\$0	\$5,739,938	n/a
Intersection 1	Striping Improvements	\$3,380	\$0	\$3,380	n/a
Intersection 2	Roundabout	\$1,027,928	\$513,964	\$513,964	Syracuse
Intersection 6	Roundabout	\$1,200,000	\$1,200,000	\$0	WFRC CMAQ Funding
Total		\$24,019,420	\$10,713,964	\$13,305,456	

1. WFRC STIP (State Transportation Improvement Program), UDOT, adjacent cities, or other external funding sources

Source: West Point Transportation Master Plan, WCG

TABLE 5.3: SUMMARY OF FUTURE SYSTEM IMPROVEMENTS WITHIN IFFP PLANNING HORIZON (CONT.)

#	PROJECT	2022 ADT	2032 ADT	2020 CAPACITY	2030 CAPACITY	32 ADT IN EXCESS OF '22 CAPACITY	% PASS-THROUGH	NEW CAPACITY
1	Re-Construct to 3-lane collector	8,000	10,100	9,700	10,800	400	2%	1,100
2	New 2-lane collector	0	3,000	0	9,700	3,000	0%	9,700
3	New 2-lane collector	0	5,000	0	9,700	5,000	0%	9,700
4	New 3-lane road	0	2,000	0	9,700	2,000	0%	9,700
Intersection 1	Striping Improvements	Intersection Improvement due to New Development						
Intersection 2	Roundabout	Intersection Improvement due to New Development						
Intersection 6	Roundabout	Intersection Improvement due to New Development						

TABLE 5.4: SUMMARY OF FUTURE SYSTEM IMPROVEMENTS WITHIN IFFP PLANNING HORIZON (CONT.)

#	PROJECT	CITY FUNDED	% TO 10-YEAR DEMAND	COST TO 10-YEAR DEMAND
1	Re-Construct to 3-lane collector	\$0	35.7%	\$0
2	New 2-lane collector	\$5,153,316	31.0%	\$1,597,528
3	New 2-lane collector	\$1,894,858	51.6%	\$977,747
4	New 3-lane road	\$5,739,938	20.7%	\$1,188,168
Intersection 1	Striping Improvements	\$3,380	100.0%	\$3,380
Intersection 2	Roundabout	\$513,964	100.0%	\$513,964
Intersection 6	Roundabout	\$0	100.0%	\$0
Total		\$13,305,456		\$4,280,787
Inflated Cost				\$5,111,484

Inflated cost based on three percent annual inflation, assuming a midpoint construction year of 2028.



The total cost related to growth within the 10-year planning horizon is **\$4,280,787**. Assuming three percent annual inflation, the total growth-related cost to new development is **\$5,111,484**.

SYSTEM VS. PROJECT IMPROVEMENTS

System improvements are defined as existing and future public facilities designed to provide services to service areas within the community at large.⁵ Project improvements are improvements and facilities that are planned and designed to provide service for a specific development (resulting from a development activity) and considered necessary for the use and convenience of the occupants or users of that development.⁶ To the extent possible, this analysis only includes the costs of system improvements related to new growth within the proportionate share analysis.

FUNDING OF FUTURE FACILITIES

The IFFP must also include a consideration of all revenue sources, including impact fees and the dedication of system improvements, which may be used to finance system improvements.⁷ In conjunction with this revenue analysis, there must be a determination that impact fees are necessary to achieve an equitable allocation of the costs of the new facilities between the new and existing users.⁸

In considering the funding of future facilities, the IFFP has identified the portion of each project that is intended to be funded by the City, as well as funding sources from other government agencies. The cost applied to the City includes growth and non-growth related projects. The capital projects that will be constructed to cure the existing system deficiencies will be funded through general fund revenues. All other capital projects within the next six years which are intended to serve new growth will be funded through impact fees or on a pay-as-you-go approach. Where these revenues are not sufficient, the City may need to issue bonds or issue inter-fund loans to construct the proposed projects. However, the City is not anticipating issuing debt related to road projects, therefore **the costs associated with future debt is not included in the Impact Fee Analysis at this time.**

Other revenues such as grants can be used to fund these types of expenditures. The impact fees should be adjusted if grant monies are received. New development may be entitled to a reimbursement for any grants or donations received by the City for growth related projects or for developer funded IFFP projects. It is anticipated that future project improvements will be funded by the developer. These costs have been excluded from the calculation of the impact fee.

PROPOSED CREDITS OWED TO DEVELOPMENT

The Impact Fees Act requires a local political subdivision or private entity to ensure that the impact fee enactment allows a developer, including a school district or a charter school, to receive a credit against or proportionate reimbursement of an impact fee if the developer: (a) dedicates land for a system improvement; (b) builds and dedicates some or all of a system improvement; or (c) dedicates a public facility that the local political subdivision or private entity and the developer agree will reduce the need for a system improvement.⁹ The facilities must be considered system improvements or be dedicated to the public and offset the need for an improvement identified in the IFFP.

EQUITY OF IMPACT FEES

Impact fees are intended to recover the costs of capital infrastructure that relate to future growth. The impact fee calculations are structured for impact fees to fund 100 percent of the growth-related facilities identified in the proportionate share analysis as presented in the impact fee analysis. Even so, there may be years that impact fee revenues cannot cover the annual growth-related expenses. In those years, other revenues such as general fund revenues will be used to make up any annual deficits. Any borrowed funds are to be repaid in their entirety through impact fees.

NECESSITY OF IMPACT FEES

An entity may only impose impact fees on development activity if the entity's plan for financing system improvements establishes that impact fees are necessary to achieve parity between existing and new development. This analysis has identified the improvements to public facilities and the funding mechanisms to complete the suggested improvements. Impact fees are identified as a necessary funding mechanism to help offset the costs of new capital improvements related to new growth. In addition, alternative funding mechanisms are identified to help offset the cost of future capital improvements.

⁵ 11-36a-102(21)

⁶ 11-36a-102(14)

⁷ 11-36a-302(2)

⁸ 11-36a-302(3)

⁹ 11-36a-402(2)

SECTION VI: TRANSPORTATION IMPACT FEE CALCULATION

The transportation impact fees proposed in this analysis will be assessed to the Service Area as defined in **Section III**. The impact fee calculations include the costs of constructing future transportation improvements (including an annual inflation rate for projects constructed after 2022).

PROPOSED TRANSPORTATION IMPACT FEE

The proportionate share analysis determines the proportionate cost assignable to new development based on the proposed capital projects and the new growth served by the proposed projects. The impact fee per trip is calculated below.

TABLE 6.1: PROPORTIONATE SHARE ANALYSIS

TRANSPORTATION CAPITAL PROJECTS	GROWTH RELATED COSTS	FUTURE DAILY TRIPS	COST PER TRIP
Future Roadway Projects	\$5,111,484	23,227	\$220.07
Excess Capacity of Existing Roads	\$1,980,226	23,227	\$85.26
Impact Fee Credit	(\$10,000)	23,227	(\$0.43)
Professional Expenses	\$34,925	23,227	\$1.50
Net Impact Fee Cost per Trip	\$7,116,634		\$306.39

IMPACT FEE SUMMARY BY LAND USE TYPE

The impact fee by land use type is, is illustrated in **Table 6.2**.

TABLE 6.2: IMPACT FEE SUMMARY BY LAND USE TYPE

	ASSESSMENT	ITE CODE REFERENCE ¹	AVERAGE DAILY TRIPS	ADJUSTMENT FACTOR ²	ADJUSTED DAILY TRIPS ³	ESTIMATED FEE
Residential Single-Family	per Unit	210	9.43	0%	9.43	\$2,892
Residential Multi-Family	per Unit	220	6.74	0%	6.74	\$2,243
General Office	per 1,000 sf	710	10.84	0%	10.84	\$2,984
Commercial	per 1,000 sf	820	37.01	34%	24.43	\$7,635
Manufacturing/Industrial	per 1,000 sf	110	4.87	0%	4.87	\$1,520

1. ITE = Institute of Traffic Engineers, 11th Edition.

2. Adjustment Factor based on ITE estimate of pass-by traffic.

3. Adjusted Daily Trips calculated based on multiplying Average Daily Trips x 1-Adjustment Factor.

NON-STANDARD IMPACT FEES

The City reserves the right under the Impact Fees Act¹⁰ to assess an adjusted fee that more closely matches the true impact that a specific land use will have upon the City's transportation system. This adjustment could result in a different impact fee if evidence suggests a particular user will create a different impact than what is standard for its category.

Formula for Non-Standard Development:

Number of Units (Residential Units or 1K SF of Building Space) * ITE Land Use Average Annual Daily Trips per Unit x Adjustment Factor x Cost per Trip (\$306.39) = Total Fee

CONSIDERATION OF ALL REVENUE SOURCES

The Impact Fees Act requires the proportionate share analysis to demonstrate that impact fees paid by new development are the most equitable method of funding growth-related infrastructure. See Section V for further discussion regarding the consideration of revenue sources.

EXPENDITURE OF IMPACT FEES

Legislation requires that impact fees should be spent or encumbered within six years after each impact fee is paid. Impact fees collected in the IFFP planning horizon should be spent only on those projects outlined in the IFFP as growth related costs to maintain the LOS.

GROWTH-DRIVEN EXTRAORDINARY COSTS

The City does not anticipate any extraordinary costs necessary to provide services to future development.

¹⁰ 11-36a-402(1)(c)



SUMMARY OF TIME PRICE DIFFERENTIAL

The Impact Fees Act allows for the inclusion of a time price differential to ensure that the future value of costs incurred at a later date are accurately calculated to include the costs of construction inflation. A three percent annual construction inflation adjustment is applied to the proposed capital improvements identified in this analysis. The impact fee analysis should be updated regularly to account for changes in costs estimates over time.

NOTICE
DRAFT