



## WEST POINT CITY COUNCIL NOTICE & AGENDA

West Point City Hall  
3200 West 300 North  
West Point City, UT 84015

**March 3, 2020**

**Mayor**  
Erik Craythorne  
**Council**  
Gary Petersen, Mayor Pro Tem  
Jerry Chatterton  
Andy Dawson  
R. Kent Henderson  
Annette Judd

**City Manager**  
Kyle Laws

### ADMINISTRATIVE SESSION

5:30 PM (Board Room) – OPEN TO THE PUBLIC

1. **Quarterly Financial Report** – Mr. Ryan Harvey [pg. 5](#)
2. **Discussion Regarding the 2019 Municipal Wastewater Report** – Mr. Kasey Gibson [pg. 45](#)
3. **Discussion Regarding Joining the Syracuse Youth Court Program** – Mr. Kyle Law [pg. 67](#)
4. **Discussion Regarding the Red Fox Ranch Estates Subdivision** – Mr. Boyd Davis [pg. 73](#)
5. **Discussion Regarding the PRUD Code** – Mr. Boyd Davis [pg. 77](#)
6. **Discussion Regarding Accessory Building Standards**– Mr. Boyd Davis [pg. 83](#)
7. **Other Items**

### GENERAL SESSION

7:00 PM (Council Chambers) – OPEN TO THE PUBLIC

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer** (Please contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)
4. **Communications and Disclosures from City Council and Mayor**
5. **Communications from Staff**
6. **Citizen Comment** (If you wish to make comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of 2 ½ minutes. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives)
7. **Davis County Sheriff's Office Quarterly Update**
8. **Consideration of Approval of the Minutes from the February 18, 2020 West Point City Council Meeting** [pg. 91](#)
9. **Consideration of Approval of Resolution No. 03-03-2020A, Approving the 2019 Municipal Wastewater Report** [pg. 45](#)  
Report – Mr. Kasey Gibson
10. **Consideration of Approval to Place the Isla Vista Subdivision on One-Year Warranty** – Mr. Boyd Davis [pg. 99](#)
11. **Motion to Adjourn the General Session**

Posted this 28<sup>th</sup> day of February, 2020

  
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**CASEY ARNOLD, CITY RECORDER**

If you plan to attend this meeting and, due to disability, will need assistance in understanding or participating therein, please notify the City at least twenty-four (24) hours prior to the meeting and we will seek to provide assistance.



## TENTATIVE UPCOMING ITEMS

**Date:** **03/17/2020**

**Administrative Session – 6:00 pm**

1. Discussion Regarding Amendments to the Animal Care Contract with Davis County – Mr. Kyle Laws

**General Session – 7:00 pm**

1. Youth Council Update (Rescheduled from 3<sup>rd</sup>)
2. West Point Youth Council Essay Contest Winners
3. Consideration of Approval of the West Point City Council January 10<sup>th</sup> – 11<sup>th</sup>, 2020 Visioning Session Meeting Minutes
4. Consideration of Approval of the Red Fox Ranch Estates Subdivision – Mr. Boyd Davis
5. Consideration of Approval of Ordinance No. 03-03-2020A, Amending Section \*\* of the WPCC Code Regarding Accessory Buildings – Mr. Boyd Davis
  - a. Public Hearing
  - b. Action
6. Consideration of Approval of Ordinance No. 03-03-2020B, Amending Section \*\*\* of the WPCC Code the PRUD Zone – Mr. Boyd Davis
  - a. Public Hearing
  - b. Action

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**Date:** **04/07/2020**

**JOINT MEETING w/ PLANNING COMMISSION – 5:00 PM**

**Administrative Session – 6:00 pm**

1. Discussion Regarding Trailer Parking in Front Yards

**General Session – 7:00 pm**

1. Youth Council Update
2. Proclamation for Sexual Assault Awareness Month
3. Consideration of Approval of Resolution No. 04-07-2020A, Amending the Interlocal Agreement with Davis County for Animal Control Services in West Point City – Mr. Kyle Laws

**Date:** **04/21/2020**

**Administrative Session – 6:00 pm**

1. Discussion Regarding the FY2020 Amended Budget and the FY2021 Tentative Budget for West Point City and All Related Agencies – Mr. Ryan Harvey

**General Session – 7:00 pm**

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**Date:** **05/05/2020**

**Administrative Session – 6:00 pm**

1. Quarterly Financial Report – Mr. Ryan Harvey
2. Code Enforcement Update – Mr. Bruce Dopp
3. Discussion Regarding the FY2020 Amended Budget and the FY2020 Tentative Budget for West Point City and All Related Agencies – Mr. Ryan Harvey

**CDRA Meeting**

1. Consideration of Approval of Resolution No. R05-05-2020A, Approving the FY2020 Amended Budget for the CDRA of West Point City – Mr. Ryan Harvey
  - a. Public Hearing
  - b. Adoption
2. Consideration of Approval of Resolution No. R05-05-2020B, Approving the FY2020 Tentative Budget for the CDRA of West Point City – Mr. Ryan Harvey
  - a. Public Hearing
  - b. Action

**General Session – 7:00 pm**

1. Youth Council Update
2. Consideration of Approval of Resolution No. 05-05-2020A, Approving the FY2020 Amended Budget for West Point City and All Related Agencies – Mr. Ryan Harvey
  - a. Public Hearing
  - b. Action
3. Public Hearing Regarding the FY2021 Tentative Budget for West Point City and All Related Agencies – Mr. Ryan Harvey

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**Date:** **05/19/2020**

**Administrative Session – 6:00 pm**

**General Session – 7:00 pm**

*Invocation by Rajan Zed, Hindu Leader*



# WEST POINT CITY 2020 CALENDAR

2020

IMPORTANT DATES

## JANUARY

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

## JULY

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

## FEBRUARY

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

## AUGUST

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

## MARCH

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

## SEPTEMBER

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

## APRIL

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

## OCTOBER

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

## MAY

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

## NOVEMBER

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

## JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
	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

- 1 New Year's Day - CLOSED
- 9 Planning Commission - 6 PM
- 10-11 City Council Planning & Visioning Session
- 13 Senior Lunch - 11:30 AM
- 20 MLK Jr. Day - CLOSED
- 21 City Council - 6 PM
- 23 Planning Commission - 6 PM

## JULY

- 3-4 PARTY AT THE POINT EVENTS
- 6 Independence Holiday - CLOSED
- 7 City Council - 6 PM
- 9 Planning Commission - 6 PM
- 13 Senior Lunch - 11:30 AM
- 17 MOVIE IN THE PARK - 7PM
- 21 City Council - 6 PM
- 23 Planning Commission - 6 PM
- 24 Pioneer Day - CLOSED

## FEBRUARY

- 4 City Council - 6 PM
- 10 Senior Lunch - 11:30 AM
- 12 Council/Staff Lunch - 11:30 AM
- 13 Planning Commission - 6 PM
- 17 President's Day - CLOSED
- 18 City Council - 6 PM
- 27 Planning Commission - 6 PM

## AUGUST

- 4 City Council - 6 PM
- TBD Summer Party - 6:30 PM
- 13 Planning Commission - 6 PM
- 14 Senior Dinner - 5 PM
- 14 MOVIE IN THE PARK - 7PM
- 18 City Council - 6 PM
- 27 Planning Commission - 6 PM

## MARCH

- 3 City Council - 6 PM
- 3 PRESIDENTIAL PRIMARY ELECTION
- 12 Planning Commission - 6 PM
- 16 Senior Lunch - 11:30 AM
- 17 City Council - 6 PM
- 26 Planning Commission - 6 PM

## SEPTEMBER

- 1 City Council - 6 PM
- 7 Labor Day - CLOSED
- 10 Planning Commission - 6 PM
- 11 MOVIE IN THE PARK - 7 PM
- 14 Senior Lunch - 11:30 AM
- 15 City Council - 6 PM
- 24 Planning Commission - 6 PM

## APRIL

- 7 City Council - 6 PM
- 9 Planning Commission - 6 PM
- 11 EASTER EGG HUNT - 10 AM
- 13 Senior Lunch - 11:30 AM
- 17-18 SPRING CLEAN-UP
- 21 City Council - 6 PM
- 23 Planning Commission - 6 PM

## OCTOBER

- 1 CEMETERY CLEANING
- 6 City Council - 6 PM
- 8 Planning Commission - 6 PM
- 12 Employee Training - CLOSED
- 14 Council/Staff Lunch - 11:30 AM
- 16 HALLOWEEN CARNIVAL - 7 PM
- 19 Senior Lunch - 11:30 AM
- 20 City Council - 6 PM
- 22 Planning Commission - 6 PM

## MAY

- 5 City Council - 6 PM
- 7 CEMETERY CLEANING
- 13 Council/Staff Lunch - 11:30 AM
- 14 Planning Commission - 6 PM
- 16 TAKE PRIDE DAY
- 18 Senior Lunch - 11:30 AM
- 19 City Council - 6 PM
- 25 Memorial Day - CLOSED
- 28 Planning Commission - 6 PM

## NOVEMBER

- 3 ELECTION DAY
- 9 FLAGS ON VETERANS' GRAVES
- 11 Veterans Day - CLOSED
- 12 Planning Commission - 6 PM
- 16 Senior Lunch - 11:30 AM
- 17 City Council - 6 PM
- 26-27 Thanksgiving - CLOSED
- 30 CITY HALL LIGHTING - 6 PM

## JUNE

- 2 City Council - 6 PM
- 6 MISS WEST POINT @ SHS - 7 PM
- 11 Planning Commission - 6 PM
- 12 MOVIE IN THE PARK
- 15 Senior Lunch - 11:30 AM
- 16 City Council - 6 PM
- 25 Planning Commission - 6 PM
- 30 GENERAL PRIMARY ELECTION

## DECEMBER

- 1 City Council - 6 PM
- 4 Christmas Party - 7 PM
- 6 CHILD REMEMBRANCE - 7 PM
- 10 Planning Commission - 6 PM
- 14 Senior Lunch - 11:30 AM
- 15 City Council - 6 PM
- 16 Staff Christmas Party
- 18 CEMETERY LUMINARY - 4 PM
- 24-25 Christmas - CLOSED

\*UPDATED AS OF FEBRUARY 27, 2020

# City Council Staff Report

**Subject:** Quarterly Financial Report (Oct - Dec 2019)  
**Author:** Ryan Harvey  
**Department:** Administrative Services  
**Date:** March 3, 2020

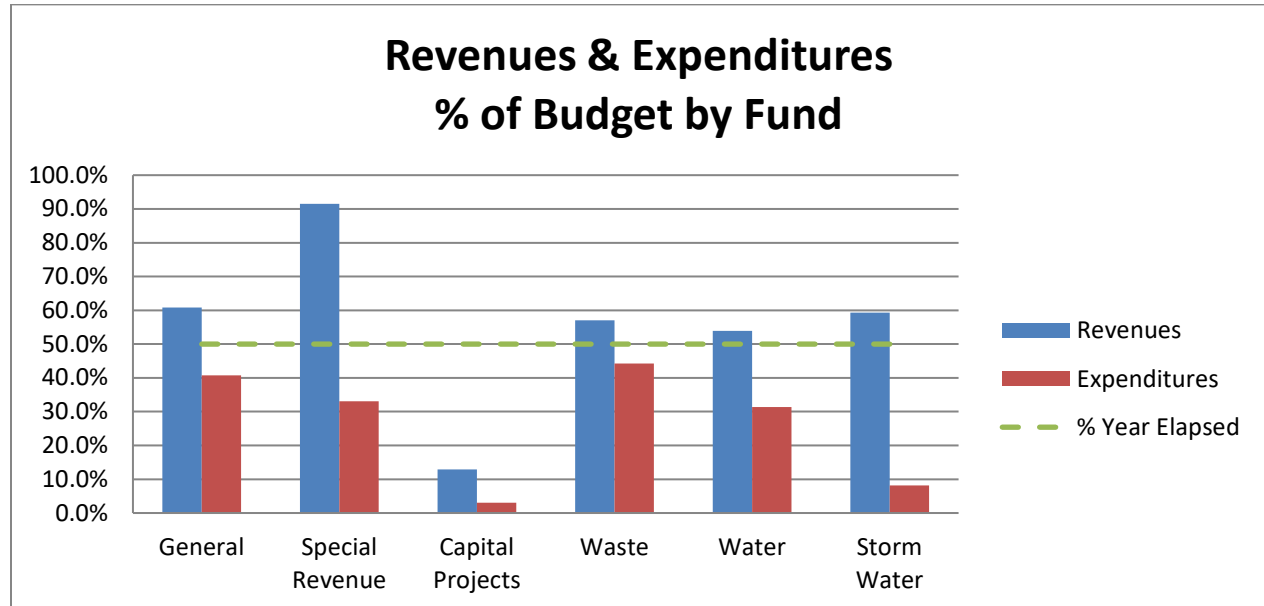


## Background

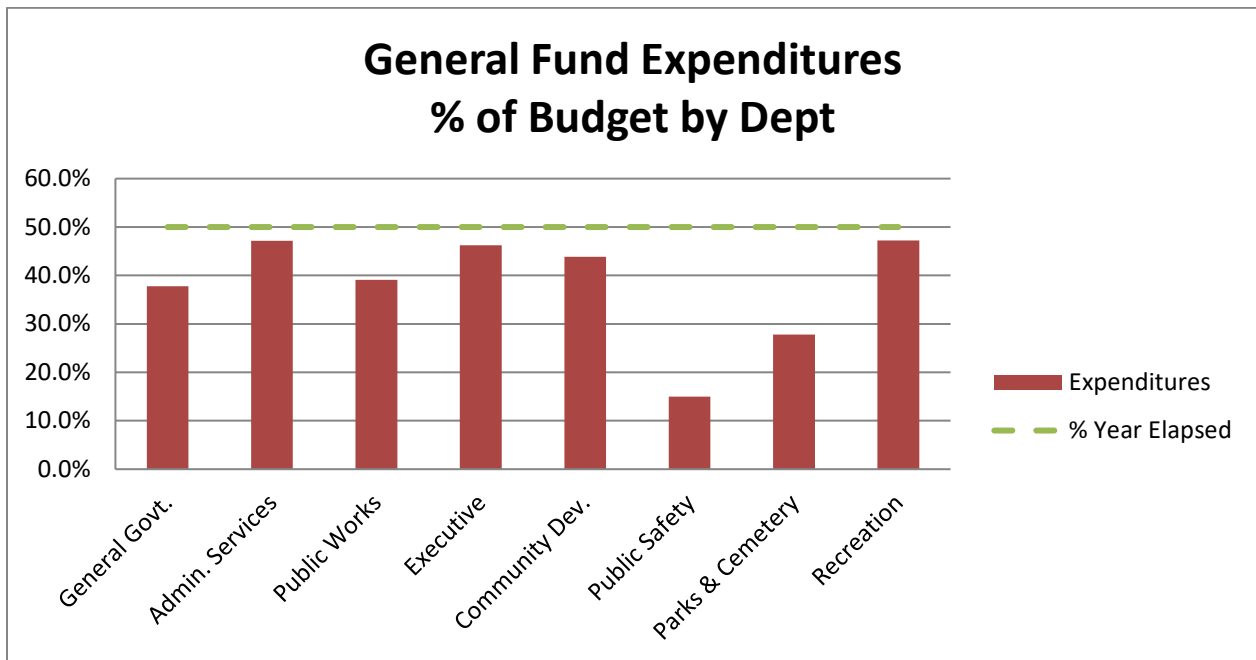
City staff monitors revenues and expenditures on an ongoing basis throughout the year. We issue a quarterly financial report to give the City Council a snapshot of our financial state and as a report on our financial progress for the fiscal year. The attached report contains expenditure, revenue, budget, and balance sheet data for each City fund for the second quarter of Fiscal Year 2020, representing October 1 – December 31, 2019. 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 50% of the year elapsed, revenues also exceed 50% in every fund except for the Capital Projects Fund, where the majority of revenue is not recognized until the fiscal year is over, and excess revenue is transferred in from the General Fund. Expenditures are below 50% in each of the funds. The revenues in the Special Revenue Fund are especially high for this point in the year, and that is due to the revenue received from Impact Fees for development within the City.



In the second graph we see that all General Fund departments are below 50%. A few departments are close to 50% due to contracts, software purchases and other expenses that the City makes at the beginning of the fiscal year.



**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**

FY2020 Q2 Financial Statements

# West Point City Corporation

## FINANCIAL REPORT As of December 31, 2019

	<u>Contents</u>	<u>Page Number</u>
1.	Cash Position	1
2.	Financial Summary	2
3.	Financial Statements Detail	5

**West Point City Corporation**  
**Cash Position by Fund and in Total**

**Funds**

Month	General	Special Revenue	Capital Projects	Waste	Water	Storm Water	Debt Service	CDRA	Total	St Treas Int. Rate
<b>Dec-19</b>	\$ 2,059,768	\$ 2,933,872	\$ 3,096,925	\$ 827,579	\$ 1,782,772	\$ 1,829,101	\$ 117,598	\$ (3,513)	\$ 12,644,103	2.2849%
<b>Nov-19</b>	1,996,782	2,868,220	3,099,804	813,862	1,926,858	1,821,392	117,598	(3,513)	12,641,003	2.3976%
<b>Oct-19</b>	1,876,422	2,871,821	3,096,436	802,650	1,881,755	1,788,880	117,598	(3,513)	12,432,049	2.5360%
<b>Sept-19</b>	2,044,799	2,960,616	3,121,149	789,358	1,816,092	1,762,950	117,598	11,475	12,624,037	2.6014%
<b>Aug-19</b>	1,928,769	2,645,664	3,127,952	764,279	1,712,700	1,750,321	10,598	11,475	11,951,758	2.7262%
<b>Jul-19</b>	2,166,417	2,614,502	3,131,924	771,896	1,671,168	1,734,734	10,598	11,475	12,112,714	2.8663%
<b>Jun-19</b>	2,160,835	2,554,078	3,149,083	740,129	1,640,862	1,723,151	10,598	11,475	11,990,211	2.8982%
<b>May-19</b>	2,834,791	2,375,972	2,424,924	809,691	1,593,040	1,699,649	10,684	30,938	11,779,689	2.8983%
<b>Apr-19</b>	3,001,880	2,393,219	2,211,407	793,877	1,542,530	1,686,337	10,684	30,938	11,670,872	2.9759%
<b>Mar-19</b>	3,584,944	2,346,586	1,649,814	784,563	1,500,146	1,686,513	10,684	150,775	11,714,024	2.9971%
<b>Feb-19</b>	2,873,629	2,153,820	1,638,717	804,281	1,480,084	1,648,665	10,500	4	10,609,700	2.9778%
<b>Jan-19</b>	2,662,063	2,124,607	1,639,590	789,518	1,440,913	1,638,714	10,500	4	10,305,909	2.9109%
<b>Dec-18</b>	2,371,341	2,130,358	1,674,109	795,436	1,452,455	1,638,111	13,568	4	10,075,383	2.8036%
<b>Nov-18</b>	2,129,069	2,061,400	1,676,412	779,723	1,582,556	1,629,432	10,500	4	9,869,096	2.7387%
<b>Oct-18</b>	2,042,651	2,062,796	1,673,262	772,830	1,539,042	1,616,558	10,500	4	9,717,643	2.6486%
<b>Sep-18</b>	1,944,535	2,051,174	1,649,459	805,557	1,598,590	1,600,068	111,604	171,744	9,932,730	2.5979%
<b>Aug-18</b>	1,959,173	2,278,483	1,633,915	741,423	1,571,499	1,593,409	111,579	154,907	10,044,388	2.5836%
<b>Jul-18</b>	1,901,042	2,290,224	1,992,630	721,960	1,557,957	1,571,088	111,579	154,907	10,301,387	2.5801%
<b>Jun-18</b>	1,871,961	2,190,039	1,987,530	685,535	1,497,747	1,554,282	111,579	154,907	10,053,580	2.5007%
<b>May-18</b>	1,619,585	2,141,646	2,005,226	755,433	1,461,365	1,617,086	107,520	154,907	9,862,769	2.3517%
<b>Apr-18</b>	1,579,921	2,171,422	2,205,764	744,013	1,428,299	1,607,310	107,520	154,907	9,999,156	2.2008%
<b>Mar-18</b>	1,768,093	2,100,987	2,281,967	743,121	1,370,273	1,590,999	107,520	133,539	10,096,499	2.0302%

**West Point City Corporation Financial Summary**  
**For the Month Ended December 31, 2019**  
 (No Assurance Provided)

**50% of the Fiscal Year has Elapsed**

<b>GENERAL FUND</b>		<b>Dec Actual</b>	<b>Year-to-Date Actual</b>	<b>Current Budget</b>	<b>Remaining Budget</b>	<b>Percentage of Budget Used</b>	<b>Page</b>	<b>Comments?</b>
<b>Revenues:</b>								
1	Taxes:	\$ 472,169	\$ 1,341,712	\$ 2,399,283	\$ 1,057,571	56%	7	
2	Property Taxes	317,838	352,405	509,283	156,878	69%	7	
3	Vehicle - In Lieu of Prop. Tax	2,141	20,185	35,000	14,815	58%	7	
4	General Sales and Use Taxes	120,138	770,102	1,400,000	629,898	55%	7	
5	Cable TV	-	-	30,000	30,000	0%	7	
6	Energy Sales and Use	28,139	175,283	365,000	189,717	48%	7	
7	Telecommunications	3,913	23,738	60,000	36,262	40%	7	
8	Licenses and Permits	20,373	195,191	314,000	118,809	62%	7	
9	Intergovernmental	-	220,819	375,000	154,181	59%	7	
10	Charges for Services	1,890	75,134	133,000	57,866	56%	7	
11	Miscellaneous	25,592	140,164	23,000	(117,164)	609%	7	
12	Contributions & Transfers	-	-	800,000	800,000	0%	7	
13	<b>Total Revenues</b>	<b>\$ 520,023</b>	<b>\$ 1,973,019</b>	<b>\$ 4,044,283</b>	<b>\$ 2,071,264</b>	<b>49%</b>	<b>8</b>	
<b>Expenditures:</b>								
14	General Government	\$ 3,461	\$ 21,938	\$ 58,023	\$ 36,085	38%	9	
15	Administrative Services	16,666	121,313	257,104	135,791	47%	9	
16	Public Works	28,801	154,311	394,583	240,272	39%	9	
17	Executive	31,911	279,288	604,257	324,969	46%	10	
18	Community Development	26,740	151,393	345,044	193,651	44%	10	
19	Public Safety & Emergency Plan	15,851	55,215	369,231	314,016	15%	11	
20	Parks and Cemetery	3,701	57,389	206,347	148,958	28%	11	
21	Recreation	18,457	150,590	318,912	168,322	47%	11	
22	Transfers, Cont.& Other Uses	-	244,918	1,490,782	1,245,864	16%	12	
23	<b>Total Expenditures</b>	<b>\$ 145,588</b>	<b>\$ 1,236,356</b>	<b>\$ 4,044,283</b>	<b>\$ 2,807,927</b>	<b>31%</b>	<b>12</b>	
24	<b>Net Revenue Over/(Under) Expenditures</b>	<b>\$ 374,435</b>	<b>\$ 736,663</b>	<b>\$ -</b>	<b>\$ (736,663)</b>		<b>12</b>	
<b>SPECIAL REVENUE FUND</b>								
<b>Revenues:</b>								
1	Development Fees	\$ 89,444	\$ 734,408	\$ 743,031	\$ 8,623	99%	14	
2	Other Financing Sources	9,896	201,297	2,387,500	2,186,203		14	
3	<b>Total Revenues</b>	<b>\$ 99,340</b>	<b>\$ 935,705</b>	<b>\$ 3,130,531</b>	<b>\$ 2,194,826</b>	<b>30%</b>	<b>14</b>	
<b>Expenditures:</b>								
4	Special Fund Projects	\$ 33,688	\$ 533,004	\$ 3,130,531	\$ 2,597,527	17%	15	
6	<b>Total Expenditures</b>	<b>\$ 33,688</b>	<b>\$ 533,004</b>	<b>\$ 3,130,531</b>	<b>\$ 2,597,527</b>	<b>17%</b>	<b>15</b>	
7	<b>Net Revenue Over (Under) Expenditures</b>	<b>\$ 65,652</b>	<b>\$ 402,701</b>	<b>\$ -</b>	<b>\$ (402,701)</b>		<b>15</b>	
<b>CAPITAL PROJECTS FUND</b>								
<b>Revenues:</b>								
1	Cemetery Revenue	\$ 900	\$ 21,565	\$ 1,401,122	\$ 1,379,557	2%	17	
2	Other Financing Sources	-	-	1,008,782	1,008,782	0%	17	
3	<b>Total Revenues</b>	<b>\$ 900</b>	<b>\$ 21,565</b>	<b>\$ 2,409,904</b>	<b>\$ 2,388,339</b>	<b>1%</b>	<b>17</b>	
<b>Expenditures:</b>								
4	Cap. Proj. Fund Financing Uses	\$ 3,779	\$ 73,382	\$ 2,409,904	\$ 2,336,522	3%	18	
5	<b>Total Expenditures</b>	<b>\$ 3,779</b>	<b>\$ 73,382</b>	<b>\$ 2,409,904</b>	<b>\$ 2,336,522</b>	<b>3%</b>	<b>18</b>	
6	<b>Net Revenue Over (Under) Expenditures</b>	<b>\$ (2,879)</b>	<b>\$ (51,817)</b>	<b>\$ -</b>	<b>\$ 51,817</b>		<b>18</b>	

**West Point City Corporation Financial Summary**  
**For the Month Ended December 31, 2019**  
 (No Assurance Provided)

**50% of the Fiscal Year has Elapsed**

<b>WASTE FUND</b>		<b>Dec Actual</b>	<b>Year-to-Date Actual</b>	<b>Current Budget</b>	<b>Remaining Budget</b>	<b>Percentage of Budget Used</b>	
<b>Revenues:</b>							
1	Operating Revenue	\$ 155,844	\$ 925,588	\$ 1,720,000	\$ 794,412	54%	20
2	Other Financing Sources	11,748	99,827	97,025	(2,802)	103%	20
3	Transfers	-	-	242,316	242,316	0%	20
4	<b>Total Revenues</b>	<b>\$ 167,592</b>	<b>\$ 1,025,415</b>	<b>\$ 2,059,341</b>	<b>\$ 1,033,926</b>	<b>50%</b>	<b>20</b>
<b>Expenditures:</b>							
5	Primary Operating Expenses	\$ 152,048	\$ 876,519	\$ 1,542,964	\$ 666,445	57%	21
6	Material and Supplies	709	13,370	40,500	27,130	33%	21
7	Waste - Other Expenses	1,201	22,012	455,877	433,865	5%	21
8	Transfers & Contingencies	-	-	20,000	20,000	0%	21
9	<b>Total Expenditures</b>	<b>\$ 153,958</b>	<b>\$ 911,901</b>	<b>\$ 2,059,341</b>	<b>\$ 1,147,440</b>	<b>44%</b>	<b>22</b>
10	<b>Net Revenue Over (Under) Expenditures</b>	<b>\$ 13,634</b>	<b>\$ 113,514</b>	<b>\$ -</b>	<b>\$ (113,514)</b>		<b>22</b>
<b>WATER FUND</b>							
<b>Revenues:</b>							
1	Operating Revenue	\$ 131,471	\$ 804,439	\$ 1,573,500	\$ 769,061	51%	24
2	Other Financing Sources	13,514	99,900	935,117	835,217	11%	24
3	<b>Total Revenues</b>	<b>\$ 144,985</b>	<b>\$ 904,339</b>	<b>\$ 2,508,617</b>	<b>\$ 1,604,278</b>	<b>36%</b>	<b>24</b>
<b>Expenditures:</b>							
4	Primary Operating Expenses	\$ 101,488	\$ 567,849	\$ 1,148,049	\$ 580,200	49%	25
5	Water - Materials and Supplies	4,916	9,684	124,000	114,316	8%	25
6	Waste - Other Expenses	189,132	210,037	1,216,568	1,006,531	17%	25
7	Transfers & Contingencies	-	-	20,000	20,000	0%	25
8	<b>Total Expenditures</b>	<b>\$ 295,536</b>	<b>\$ 787,570</b>	<b>\$ 2,508,617</b>	<b>\$ 1,721,047</b>	<b>31%</b>	<b>26</b>
9	<b>Net Revenue Over (Under) Expenditures</b>	<b>\$ (150,551)</b>	<b>\$ 116,769</b>	<b>\$ -</b>	<b>\$ (116,769)</b>		<b>26</b>
<b>STORM WATER UTILITY FUND</b>							
<b>Revenues:</b>							
1	Operating Revenue	\$ 15,352	\$ 92,611	\$ 741,416	\$ 648,805	12%	28
2	Other Financing Sources	2,606	84,937	137,500	52,563	62%	28
3	<b>Total Revenues</b>	<b>\$ 17,958</b>	<b>\$ 177,547</b>	<b>\$ 878,916</b>	<b>\$ 701,369</b>	<b>20%</b>	<b>28</b>
<b>Expenditures:</b>							
4	Primary Operating Expenses	\$ 12,282	\$ 60,639	\$ 148,887	\$ 88,248	41%	29
5	Storm Wtr Utility - Other Exp.	89	11,395	710,029	698,634	2%	29
6	Department 90	-	-	20,000	20,000	0%	29
7	<b>Total Expenditures</b>	<b>\$ 12,371</b>	<b>\$ 72,035</b>	<b>\$ 878,916</b>	<b>\$ 806,881</b>	<b>8%</b>	<b>29</b>
8	<b>Net Revenue Over (Under) Expenditures</b>	<b>\$ 5,587</b>	<b>\$ 105,512</b>	<b>\$ -</b>	<b>\$ (105,512)</b>		<b>29</b>
<b>DEBT SERVICE</b>							
<b>Revenues:</b>							
1	Transfers and Contributions	-	107,000	107,000	-	100%	31
2	<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 107,000</b>	<b>\$ 107,000</b>	<b>\$ -</b>	<b>100%</b>	<b>31</b>
<b>Expenditures:</b>							
3	Funding Uses	-	104,085	107,000	2,916	97%	32
4	<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 104,085</b>	<b>\$ 107,000</b>	<b>\$ 2,916</b>	<b>97%</b>	<b>32</b>
5	<b>Net Revenue Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ 2,916</b>	<b>\$ -</b>	<b>\$ (2,916)</b>		<b>32</b>

**West Point City Corporation Financial Summary**  
**For the Month Ended December 31, 2019**  
 (No Assurance Provided)

**50% of the Fiscal Year has Elapsed**

<b>CDRA FUND</b>		<u>Dec Actual</u>	<u>Year-to-Date Actual</u>	<u>Current Budget</u>	<u>Remaining Budget</u>	<u>Percentage of Budget Used</u>	
<b>Revenues:</b>							
1	Revenue (Property Tax)	\$ -	\$ -	\$ 140,000	\$ 140,000	0%	34
2	<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>	<u>0%</u>	<u>34</u>
<b>Expenditures:</b>							
3	Long-term Debt Expense	\$ -	\$ -	\$ 107,000	\$ 107,000	0%	35
4	Department 84 Interest Expense	-	14,988	33,000	18,012	45%	35
5	<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ 14,988</u>	<u>\$ 140,000</u>	<u>\$ 125,012</u>	<u>11%</u>	<u>35</u>
6	<b>Net Revenue Over (Under) Expenditures</b>	<u>\$ -</u>	<u>\$ (14,988)</u>	<u>\$ -</u>	<u>\$ 14,988</u>		<u>35</u>

WEST POINT CITY CORPORATION  
 COMBINED CASH INVESTMENT  
 DECEMBER 31, 2019

COMBINED CASH ACCOUNTS

01-1111	CASH IN CHECKING - ZIONS	468,583.96
01-1112	CASH IN CKING - CLASS C - ZION	369,260.14
01-1125	XBP DEPOSIT ACCOUNT	132,944.83
01-1130	CASH IN CHECKING - PTIF ACCT.	11,668,038.64
01-1131	PETTY CASH	750.00
		<hr/>
	TOTAL COMBINED CASH	12,639,577.57
01-1185	CASH IN CHECKING - CDRA ACCT	4,525.28
01-1190	CASH ALLOCATION TO OTHER FUNDS	( 12,644,102.85)
		<hr/>
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,059,768.26
45	ALLOCATION TO SPECIAL REVENUE FUND	2,933,871.67
48	ALLOCATION TO CAPITAL PROJECTS FUND	3,096,925.30
51	ALLOCATION TO WASTE FUND	827,579.04
55	ALLOCATION TO WATER FUND	1,782,772.24
58	ALLOCATION TO STORM WATER UTILITY FUND	1,829,101.22
70	ALLOCATION TO DEBT SERVICE	117,598.13
85	ALLOCATION TO CDRA FUND	( 3,513.01)
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	12,644,102.85
	ALLOCATION FROM COMBINED CASH FUND - 01-1190	( 12,644,102.85)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

GENERAL FUND

ASSETS

10-1190	CASH ALLOCATION TO OTHER FUNDS	2,059,768.26	
10-1361	PROPERTY TAXES DEFERRED	509,283.00	
10-1411	DUE FROM OTHER GOVT. UNITS	413,099.86	
	TOTAL CURRENT ASSETS		2,982,151.12
	TOTAL ASSETS		2,982,151.12

LIABILITIES AND EQUITY

LIABILITIES

10-2131	ACCOUNTS PAYABLE	1,642.12	
10-2220	PAYROLL TAXES & WITHHOLDINGS	1,441.69	
10-2222	FEDERAL WITHHOLDING PAYABLE	584.02	
10-2223	STATE WITHHOLDING PAYABLE	2,296.40	
10-2225	STATE RET & 401(K) PAYABLE	7,987.95	
10-2231	AFLAC & TEL-A-DOC	101.62	
10-2234	WELLNESS - HEALTH CLUBS	544.56	
10-2243	WORKMENS COMPENSATION PAYABLE	10,710.74	
10-2245	STATE UNEMPLOYMENT PAYABLE	609.95	
10-2250	WAGES PAYABLE-CLEARING	14,491.45	
10-2255	EXCAVATION BOND PAYABLE	60.00	
10-2275	DEFERRED REVENUE	509,283.00	
10-2291	ESCROW ACCOUNTS PAYABLE	781,410.83	
	TOTAL LIABILITIES		1,331,164.33

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
10-2975	NON-SPENDABLE FUNDS	36,581.12	
10-2980	UNASSIGNED FUNDS	877,742.59	
	REVENUE OVER EXPENDITURES - YTD	736,663.08	
	BALANCE - CURRENT DATE	1,650,986.79	
	TOTAL FUND EQUITY		1,650,986.79
	TOTAL LIABILITIES AND EQUITY		2,982,151.12

WEST POINT CITY CORPORATION  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-10	PROPERTY TAXES	317,837.61	352,404.75	509,283.00	156,878.25 69.2
10-31-25	VEHICLE - IN LIEU OF PROP. TAX	2,140.76	20,185.11	35,000.00	14,814.89 57.7
10-31-30	GENERAL SALES AND USE TAXES	120,138.10	770,101.53	1,400,000.00	629,898.47 55.0
10-31-40	CABLE TV	.00	.00	30,000.00	30,000.00 .0
10-31-50	ENERGY SALES AND USE	28,139.38	175,282.61	365,000.00	189,717.39 48.0
10-31-60	TELECOMMUNICATIONS	3,912.96	23,737.52	60,000.00	36,262.48 39.6
	TOTAL TAXES	472,168.81	1,341,711.52	2,399,283.00	1,057,571.48 55.9
<u>LICENSES AND PERMITS</u>					
10-32-10	BUS. LICENSE/COND. USE PERMITS	2,210.00	3,593.00	4,000.00	407.00 89.8
10-32-21	BUILDING PERMITS	18,163.11	191,461.32	310,000.00	118,538.68 61.8
10-32-25	PUBLIC SAFETY FEES	.00	136.68	.00	( 136.68) .0
	TOTAL LICENSES AND PERMITS	20,373.11	195,191.00	314,000.00	118,809.00 62.2
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-56	CLASS C ROADS	.00	220,818.51	375,000.00	154,181.49 58.9
	TOTAL INTERGOVERNMENTAL REVENUE	.00	220,818.51	375,000.00	154,181.49 58.9
<u>CHARGES FOR SERVICES</u>					
10-34-10	ZONING AND SUBDIVISION FEES	.00	7,675.00	8,000.00	325.00 95.9
10-34-60	RECREATION FEES	720.00	48,216.00	90,000.00	41,784.00 53.6
10-34-78	PARK & CITY HALL RESERVATIONS	( 575.00)	2,545.00	7,000.00	4,455.00 36.4
10-34-79	CITY CELEB. & SPONSORSHIPS	.00	4,569.90	9,000.00	4,430.10 50.8
10-34-82	CEMETERY INTERMENT	1,700.00	10,900.00	17,000.00	6,100.00 64.1
10-34-90	MISC. INCOME & CONCESSIONS	44.50	1,228.15	2,000.00	771.85 61.4
	TOTAL CHARGES FOR SERVICES	1,889.50	75,134.05	133,000.00	57,865.95 56.5
<u>MISCELLANEOUS REVENUE</u>					
10-36-10	INTEREST EARNINGS	22,693.78	137,492.42	20,000.00	( 117,492.42) 687.5
10-36-20	DONATIONS	.00	515.00	2,000.00	1,485.00 25.8
10-36-90	MISCELLANEOUS	2,897.87	2,156.59	1,000.00	( 1,156.59) 215.7
	TOTAL MISCELLANEOUS REVENUE	25,591.65	140,164.01	23,000.00	( 117,164.01) 609.4

WEST POINT CITY CORPORATION  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CONTRIBUTIONS &amp; 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	520,023.07	1,973,019.09	4,044,283.00	2,071,263.91	48.8

WEST POINT CITY CORPORATION  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-41-10 MAYOR AND COUNCIL WAGES	3,046.14	18,742.25	39,600.00	20,857.75	47.3
10-41-13 EMPLOYEE BENEFITS	414.74	2,695.81	6,423.00	3,727.19	42.0
10-41-33 TRAINING AND EDUCATION	.00	.00	9,000.00	9,000.00	.0
10-41-35 COMMUNITY SERVICE CONTRACTS	.00	500.00	3,000.00	2,500.00	16.7
<b>TOTAL GENERAL GOVERNMENT</b>	<b>3,460.88</b>	<b>21,938.06</b>	<b>58,023.00</b>	<b>36,084.94</b>	<b>37.8</b>
<u>ADMINISTRATIVE SERVICES</u>					
10-44-11 SALARIES AND WAGES	11,448.62	49,205.34	109,374.00	60,168.66	45.0
10-44-13 EMPLOYEE BENEFITS	4,389.36	22,730.90	47,830.00	25,099.10	47.5
10-44-20 MILEAGE REIMBURSEMENT	.00	.00	800.00	800.00	.0
10-44-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	111.08	1,000.00	888.92	11.1
10-44-24 POSTAGE	.00	1,552.67	5,000.00	3,447.33	31.1
10-44-25 EQUIPMENT & SUPPLIES	250.91	454.48	1,000.00	545.52	45.5
10-44-26 EQUIPMENT LEASE & MAINTENANCE	208.50	2,840.19	16,500.00	13,659.81	17.2
10-44-33 TRAINING & EDUCATION	.00	95.00	4,000.00	3,905.00	2.4
10-44-38 AUDITOR & ACCOUNTING SUPPORT	.00	6,682.50	16,500.00	9,817.50	40.5
10-44-63 IT SUPPORT & CONTRACTS	.00	4,163.74	7,100.00	2,936.26	58.6
10-44-65 EMERGENCY MANAGEMENT	.00	1,306.50	2,000.00	693.50	65.3
10-44-69 OFFICE SUPPLIES & EXPENSE	64.64	1,055.43	4,000.00	2,944.57	26.4
10-44-75 RISK MANAGEMENT	.00	29,792.96	40,000.00	10,207.04	74.5
10-44-95 CREDIT CARD PROCESSING FEES	193.76	649.84	1,000.00	350.16	65.0
10-44-98 BANK SERVICE CHARGES	110.00	672.75	1,000.00	327.25	67.3
<b>TOTAL ADMINISTRATIVE SERVICES</b>	<b>16,665.79</b>	<b>121,313.38</b>	<b>257,104.00</b>	<b>135,790.62</b>	<b>47.2</b>
<u>PUBLIC WORKS</u>					
10-48-11 SALARIES AND WAGES	12,635.07	56,805.55	140,154.00	83,348.45	40.5
10-48-13 EMPLOYEE BENEFITS & RETIREMENT	6,869.24	37,350.55	97,544.00	60,193.45	38.3
10-48-15 ON CALL PAY	450.00	2,642.17	5,950.00	3,307.83	44.4
10-48-20 OVERTIME	3,250.19	9,302.57	14,000.00	4,697.43	66.5
10-48-23 TRAVEL AND EDUCATION	.00	.00	360.00	360.00	.0
10-48-25 EQUIPMENT, SUPPLIES & MAINT.	871.43	3,427.68	9,000.00	5,572.32	38.1
10-48-26 MUNICIPAL BLDGS. OPER. & MAINT	1,226.91	9,133.97	24,260.00	15,126.03	37.7
10-48-54 PROT. CLOTHING & EQUIPMENT	142.45	999.38	3,000.00	2,000.62	33.3
10-48-65 FLEET OPERATIONS & MAINTENANCE	560.36	3,667.94	4,250.00	582.06	86.3
10-48-67 FLEET FUEL	715.21	3,751.76	12,865.00	9,113.24	29.2
10-48-69 OFFICE SUPPLIES & EXPENSE	.00	12.80	1,300.00	1,287.20	1.0
10-48-70 FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
10-48-75 CROSSWALK POWER	.00	180.88	900.00	719.12	20.1
10-48-77 PUBLIC FACILITIES HEATING	927.57	1,742.34	5,000.00	3,257.66	34.9
10-48-82 PUBLIC FACILITIES POWER	1,128.28	7,675.93	14,000.00	6,324.07	54.8
10-48-84 STREET LIGHTING PWR & MNT.	23.98	17,617.47	52,000.00	34,382.53	33.9
<b>TOTAL PUBLIC WORKS</b>	<b>28,800.69</b>	<b>154,310.99</b>	<b>394,583.00</b>	<b>240,272.01</b>	<b>39.1</b>

WEST POINT CITY CORPORATION  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXECUTIVE</u>					
10-49-11 SALARIES AND WAGES	18,128.08	85,828.42	179,688.00	93,859.58	47.8
10-49-13 EMPLOYEE BENEFITS	8,388.04	43,271.58	108,299.00	65,027.42	40.0
10-49-20 MILEAGE REIMBURSEMENTS	.00	387.44	750.00	362.56	51.7
10-49-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	79.00	1,153.40	3,000.00	1,846.60	38.5
10-49-23 TRAVEL AND EDUCATION	.00	4,432.14	6,000.00	1,567.86	73.9
10-49-24 POSTAGE	.00	.00	320.00	320.00	.0
10-49-25 NEW EQUIPMENT PURCHASE	.00	11,659.00	17,000.00	5,341.00	68.6
10-49-37 ATTORNEY	.00	7,957.00	33,000.00	25,043.00	24.1
10-49-62 MISCELLANEOUS	.00	2,779.01	12,000.00	9,220.99	23.2
10-49-63 IT SUPPORT & CONTRACTS	1,552.02	20,652.60	36,000.00	15,347.40	57.4
10-49-65 EMP. AWARDS, REC. & EVENTS	1,744.02	6,280.33	13,000.00	6,719.67	48.3
10-49-66 EDUCATION REIMB. PROGRAM	.00	2,000.00	6,000.00	4,000.00	33.3
10-49-67 EMP. BENEFITS & BONUS PROGRAM	.00	.00	13,000.00	13,000.00	.0
10-49-68 WELLNESS PROGRAM	.00	67.35	2,000.00	1,932.65	3.4
10-49-69 OFFICE SUPPLIES & EXPENSE	282.55	1,325.17	5,000.00	3,674.83	26.5
10-49-70 CELLULAR & RADIO SERV. & EQUIP	1,303.52	3,827.63	12,000.00	8,172.37	31.9
10-49-72 LEGAL ADVERTISING	.00	2,491.50	9,000.00	6,508.50	27.7
10-49-80 UTAH LEAGUE MEMBERSHIP	.00	5,446.40	5,500.00	53.60	99.0
10-49-82 CITY NEWSLETTER	358.30	2,149.80	4,500.00	2,350.20	47.8
10-49-83 ECONOMIC DEVELOPMENT	.00	.00	5,000.00	5,000.00	.0
10-49-85 VOLUNTEERISM PROGRAM	.00	284.64	2,000.00	1,715.36	14.2
10-49-88 RECORDERS OFFICE	.00	3,805.70	8,000.00	4,194.30	47.6
10-49-89 ELECTIONS	.00	17,135.32	20,000.00	2,864.68	85.7
10-49-90 CITY CELEBRATIONS & EVENTS	21.84	47,780.82	73,500.00	25,719.18	65.0
10-49-91 YOUTH COUNCIL	.00	892.85	8,000.00	7,107.15	11.2
10-49-92 MISS WEST POINT PAGEANT	.00	7,171.10	18,900.00	11,728.90	37.9
10-49-93 SENIOR PROGRAM	53.24	508.81	2,500.00	1,991.19	20.4
10-49-94 COMMUNITY GARDEN	.00	.00	300.00	300.00	.0
<b>TOTAL EXECUTIVE</b>	<b>31,910.61</b>	<b>279,288.01</b>	<b>604,257.00</b>	<b>324,968.99</b>	<b>46.2</b>
<u>COMMUNITY DEVELOPMENT</u>					
10-52-11 SALARIES AND WAGES	18,711.62	89,195.46	182,693.00	93,497.54	48.8
10-52-13 EMPLOYEE BENEFITS & RETIREMENT	7,711.45	41,822.51	93,701.00	51,878.49	44.6
10-52-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	514.00	750.00	236.00	68.5
10-52-23 TRAVEL, EDUCATION & CERTIFICAT	180.00	3,189.42	4,000.00	810.58	79.7
10-52-25 EQUIPMENT & SUPPLIES	113.55	2,538.41	6,500.00	3,961.59	39.1
10-52-51 GIS	.00	.00	4,000.00	4,000.00	.0
10-52-61 MISCELLANEOUS SUPPLIES	.00	.00	500.00	500.00	.0
10-52-62 CONTRACT PLANNING & INSP SERV	.00	11,680.00	34,000.00	22,320.00	34.4
10-52-63 IT SUPPORT & CONTRACTS	.00	.00	10,400.00	10,400.00	.0
10-52-65 STATE BUILDING SURCHARGE	.00	1,285.85	1,000.00	( 285.85)	128.6
10-52-68 PLANNING COMM/BOARD OF ADJ.	.00	1,075.00	3,000.00	1,925.00	35.8
10-52-69 OFFICE SUPPLIES & EXPENSE	23.70	92.74	500.00	407.26	18.6
10-52-85 CODE ENFORCEMENT	.00	.00	4,000.00	4,000.00	.0
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>26,740.32</b>	<b>151,393.39</b>	<b>345,044.00</b>	<b>193,650.61</b>	<b>43.9</b>

WEST POINT CITY CORPORATION  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY &amp; EMERGENCY PLAN</u>					
10-54-11	3,361.00	15,062.08	45,882.00	30,819.92	32.8
10-54-13	333.08	1,488.05	4,549.00	3,060.95	32.7
10-54-15	.00	333.59	1,000.00	666.41	33.4
10-54-60	3,413.10	17,065.46	43,000.00	25,934.54	39.7
10-54-62	.00	12,522.42	262,000.00	249,477.58	4.8
10-54-65	8,743.68	8,743.68	8,800.00	56.32	99.4
10-54-75	.00	.00	4,000.00	4,000.00	.0
	<u>15,850.86</u>	<u>55,215.28</u>	<u>369,231.00</u>	<u>314,015.72</u>	<u>15.0</u>
<u>PARKS AND CEMETERY</u>					
10-70-11	1,944.01	28,157.46	103,766.00	75,608.54	27.1
10-70-13	332.02	3,343.59	10,281.00	6,937.41	32.5
10-70-20	.00	.00	600.00	600.00	.0
10-70-25	792.50	8,282.69	14,000.00	5,717.31	59.2
10-70-26	617.34	14,000.09	68,600.00	54,599.91	20.4
10-70-29	15.48	1,609.38	3,400.00	1,790.62	47.3
10-70-61	.00	.00	1,200.00	1,200.00	.0
10-70-69	.00	44.71	500.00	455.29	8.9
10-70-70	.00	1,951.04	4,000.00	2,048.96	48.8
	<u>3,701.35</u>	<u>57,388.96</u>	<u>206,347.00</u>	<u>148,958.04</u>	<u>27.8</u>
<u>RECREATION</u>					
10-71-11	12,153.40	59,223.24	143,794.00	84,570.76	41.2
10-71-13	5,854.62	31,839.36	76,168.00	44,328.64	41.8
10-71-20	.00	.00	1,000.00	1,000.00	.0
10-71-23	.00	.00	400.00	400.00	.0
10-71-26	.00	15.00	2,300.00	2,285.00	.7
10-71-30	.00	7.95	2,000.00	1,992.05	.4
10-71-60	40.00	10,042.95	12,000.00	1,957.05	83.7
10-71-67	.00	3,888.41	18,000.00	14,111.59	21.6
10-71-68	.00	18,361.36	34,500.00	16,138.64	53.2
10-71-69	12.38	192.25	250.00	57.75	76.9
10-71-71	.00	25,559.54	20,500.00	( 5,059.54)	124.7
10-71-73	396.99	1,459.56	3,000.00	1,540.44	48.7
10-71-74	.00	.00	5,000.00	5,000.00	.0
	<u>18,457.39</u>	<u>150,589.62</u>	<u>318,912.00</u>	<u>168,322.38</u>	<u>47.2</u>

WEST POINT CITY CORPORATION  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS, CONT. &amp; OTHER USES</u>					
10-90-63 CLASS C TRANS. TO SPECIAL REV.	.00	137,918.32	375,000.00	237,081.68	36.8
10-90-70 TRANS. DEBT. SERV. CITY HALL	.00	107,000.00	107,000.00	.00	100.0
10-90-86 TRANSFER TO CAP. PROJ. FUND	.00	.00	1,008,782.00	1,008,782.00	.0
TOTAL TRANSFERS, CONT. & OTHER USES	.00	244,918.32	1,490,782.00	1,245,863.68	16.4
TOTAL FUND EXPENDITURES	145,587.89	1,236,356.01	4,044,283.00	2,807,926.99	30.6
NET REVENUE OVER EXPENDITURES	374,435.18	736,663.08	.00	( 736,663.08)	.0

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

SPECIAL REVENUE FUND

<u>ASSETS</u>			
45-1190	CASH - ALLOCATION TO OTHER FUN	2,933,871.67	
45-1411	DUE FROM OTHER GOVT. UNITS	19,360.27	
	TOTAL CURRENT ASSETS		2,953,231.94
	TOTAL ASSETS		2,953,231.94
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
45-2980	UNASSIGNED FUNDS	379,706.65	
45-2990	RESTRICTED FOR CLASS C ROADS	784,220.06	
45-2995	RESTRICTED FOR IMPACT FEES	1,386,604.56	
	REVENUE OVER EXPENDITURES - YTD	402,700.67	
	BALANCE - CURRENT DATE	2,953,231.94	
	TOTAL FUND EQUITY		2,953,231.94
	TOTAL LIABILITIES AND EQUITY		2,953,231.94

WEST POINT CITY CORPORATION  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SPECIAL REVENUE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>DEVELOPMENT FEES</u>					
45-30-57 ROAD IMPACT FEES	15,814.00	169,269.13	114,675.00	( 54,594.13)	147.6
45-30-70 PARK AND TRAILS IMPACT FEES	26,132.04	204,466.86	178,565.00	( 25,901.86)	114.5
45-30-75 NORTH DAVIS SEWER IMPACT FEES	45,584.00	344,731.00	244,200.00	( 100,531.00)	141.2
45-30-80 N.D. FIRE IMPACT FEES	1,913.52	15,941.08	10,401.00	( 5,540.08)	153.3
45-30-99 BEGINNING BALANCE	.00	.00	195,190.00	195,190.00	.0
<b>TOTAL DEVELOPMENT FEES</b>	<b>89,443.56</b>	<b>734,408.07</b>	<b>743,031.00</b>	<b>8,622.93</b>	<b>98.8</b>
<u>OTHER FINANCING SOURCES</u>					
45-33-46 GRANTS (ROAD PROJECTS)	.00	.00	1,912,500.00	1,912,500.00	.0
45-33-47 GRANTS	.00	2,380.86	.00	( 2,380.86)	.0
45-33-90 TRANSFER FROM OTHER FUNDS	.00	137,918.32	375,000.00	237,081.68	36.8
45-33-93 LOCAL OPTION ROADS	9,896.20	60,997.83	100,000.00	39,002.17	61.0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>9,896.20</b>	<b>201,297.01</b>	<b>2,387,500.00</b>	<b>2,186,202.99</b>	<b>8.4</b>
<b>TOTAL FUND REVENUE</b>	<b>99,339.76</b>	<b>935,705.08</b>	<b>3,130,531.00</b>	<b>2,194,825.92</b>	<b>29.9</b>

WEST POINT CITY CORPORATION  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SPECIAL REVENUE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SPECIAL FUND PROJECTS</u>					
45-51-15 PARKS/TRAILS IMPACT FEE PROJ.	.00	.00	1,648.00	1,648.00	.0
45-51-71 ROADS/PED. WALKWAYS IMPACT FEE	.00	.00	40,000.00	40,000.00	.0
45-51-80 N.D. SEWER IMPACT FEES	11,874.00	299,794.00	244,200.00	( 55,594.00)	122.8
45-51-85 N.D. FIRE IMPACT FEES	2,426.44	11,494.24	10,401.00	( 1,093.24)	110.5
45-51-93 LOCAL OPTION ROADS	.00	14,000.00	384,372.00	370,372.00	3.6
45-51-95 CLASS C ROAD EXPENDITURES	17,178.71	174,626.17	484,624.00	309,997.83	36.0
45-51-97 ROAD & SIDEWALK GRANT PROJECTS	2,208.75	33,090.00	1,965,286.00	1,932,196.00	1.7
TOTAL SPECIAL FUND PROJECTS	33,687.90	533,004.41	3,130,531.00	2,597,526.59	17.0
TOTAL FUND EXPENDITURES	33,687.90	533,004.41	3,130,531.00	2,597,526.59	17.0
NET REVENUE OVER EXPENDITURES	65,651.86	402,700.67	.00	( 402,700.67)	.0

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

CAPITAL PROJECTS FUND

ASSETS

48-1190	CASH ALLOCATION TO OTHER FUNDS	3,096,925.30	
	TOTAL CURRENT ASSETS		3,096,925.30
	TOTAL ASSETS		3,096,925.30

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
48-2980	UNASSIGNED FUNDS	546,259.76	
48-2985	COMMITTED TO CAPITAL PROJECTS	2,602,483.00	
	REVENUE OVER EXPENDITURES - YTD	( 51,817.46)	
	BALANCE - CURRENT DATE		3,096,925.30
	TOTAL FUND EQUITY		3,096,925.30
	TOTAL LIABILITIES AND EQUITY		3,096,925.30

WEST POINT CITY CORPORATION  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
48-30-45 CEMETERY PERMIT & PERPET. CARE	900.00	21,565.00	166,752.00	145,187.00	12.9
48-30-90 BEGINNING BALANCE	.00	.00	1,234,370.00	1,234,370.00	.0
<b>TOTAL REVENUE</b>	<b>900.00</b>	<b>21,565.00</b>	<b>1,401,122.00</b>	<b>1,379,557.00</b>	<b>1.5</b>
<u>OTHER FINANCING SOURCES</u>					
48-33-10 TRANSFER FROM GENERAL FUND	.00	.00	1,008,782.00	1,008,782.00	.0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>.00</b>	<b>1,008,782.00</b>	<b>1,008,782.00</b>	<b>.0</b>
<b>TOTAL FUND REVENUE</b>	<b>900.00</b>	<b>21,565.00</b>	<b>2,409,904.00</b>	<b>2,388,339.00</b>	<b>.9</b>

WEST POINT CITY CORPORATION  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAP. PROJ. FUND FINANCING USES</u>					
48-51-15 BUILDINGS	1,300.05	25,118.41	103,165.00	78,046.59	24.4
48-51-20 ROAD PROJECTS	2,208.75	( 29,768.25)	962,357.00	992,125.25	( 3.1)
48-51-25 PARK IMPROVEMENT PROJECTS	270.00	23,437.30	722,515.00	699,077.70	3.2
48-51-43 CAPITAL EQUIPMENT REPLACEMENT	.00	9,754.00	52,337.00	42,583.00	18.6
48-51-44 VEHICLE REPLACEMENT	.00	44,841.00	42,778.00	( 2,063.00)	104.8
48-51-53 5 YEAR CIP	.00	.00	360,000.00	360,000.00	.0
48-51-70 CEMETERY PERPETUAL CARE	.00	.00	166,752.00	166,752.00	.0
TOTAL CAP. PROJ. FUND FINANCING USES	3,778.80	73,382.46	2,409,904.00	2,336,521.54	3.1
TOTAL FUND EXPENDITURES	3,778.80	73,382.46	2,409,904.00	2,336,521.54	3.1
NET REVENUE OVER EXPENDITURES	( 2,878.80)	( 51,817.46)	.00	51,817.46	.0

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

WASTE FUND

ASSETS

51-1075	UTILITY CASH CLEARING	207.06	
51-1190	CASH-ALLOCATION FROM GEN.FUND	827,579.04	
51-1311	WASTE ACCOUNTS RECEIVABLE	177,222.55	
51-1312	ALLOWANCE FOR BAD DEBTS	( 1,971.12)	
51-1411	DUE FROM OTHER GOVERNMENT	6,271.20	
51-1502	DEFERRED OUTFLOWS - PENSION	37,101.00	

TOTAL CURRENT ASSETS		1,046,409.73	
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PROPERTY AND EQUIPMENT

51-1631	IMPROVEMENTS OTHER THAN BLDGS.	4,097,001.18	
51-1651	MACHINERY AND EQUIPMENT	358,001.71	
51-1690	ACCUMULATED DEPRECIATION	( 1,594,806.26)	

TOTAL PROPERTY AND EQUIPMENT		2,860,196.63	
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TOTAL ASSETS		3,906,606.36	
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LIABILITIES AND EQUITY

LIABILITIES

51-2131	ACCOUNTS PAYABLE	92,929.75	
51-2140	CUSTOMER DEPOSITS PAYABLE	15,840.00	
51-2141	COMPENSATED ABSENCES PAYABLE	23,075.68	
51-2201	NET PENSION LIABILITY	73,409.00	
51-2202	DEFERRED INFLOWS - PENSION	5,302.00	
51-2250	WAGES PAYABLE	6,124.13	

TOTAL LIABILITIES		216,680.56	
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FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

51-2980	BEGINNING OF YEAR	3,386,308.09	
51-2995	RESTRICTED - SEWER IMPACT FEES	190,103.76	
	REVENUE OVER EXPENDITURES - YTD	113,513.95	

BALANCE - CURRENT DATE		3,689,925.80	
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TOTAL FUND EQUITY		3,689,925.80	
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TOTAL LIABILITIES AND EQUITY		3,906,606.36	
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WEST POINT CITY CORPORATION  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-17 PENALTIES	3,840.00	15,572.50	20,000.00	4,427.50	77.9
51-37-26 SEWER FEES	89,764.59	537,553.33	1,000,000.00	462,446.67	53.8
51-37-50 GARBAGE COLLECTION FEES	42,340.50	253,660.52	480,000.00	226,339.48	52.9
51-37-60 GREENWASTE COLLECTION FEES	9,201.68	55,143.14	100,000.00	44,856.86	55.1
51-37-70 RECYCLE COLLECTION FEES	10,697.51	63,658.19	120,000.00	56,341.81	53.1
<b>TOTAL OPERATING REVENUE</b>	<b>155,844.28</b>	<b>925,587.68</b>	<b>1,720,000.00</b>	<b>794,412.32</b>	<b>53.8</b>
<u>OTHER FINANCING SOURCES</u>					
51-38-05 SEWER IMPACT FEES	11,578.00	92,857.42	62,025.00	( 30,832.42)	149.7
51-38-15 CAN PURCHASE	170.00	6,970.00	5,000.00	( 1,970.00)	139.4
51-38-80 INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
51-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>11,748.00</b>	<b>99,827.42</b>	<b>97,025.00</b>	<b>( 2,802.42)</b>	<b>102.9</b>
<u>TRANSFERS</u>					
51-39-95 BEGINNING FUND BALANCE	.00	.00	155,756.00	155,756.00	.0
51-39-96 SEWER IMPACT FEE BALANCE	.00	.00	86,560.00	86,560.00	.0
<b>TOTAL TRANSFERS</b>	<b>.00</b>	<b>.00</b>	<b>242,316.00</b>	<b>242,316.00</b>	<b>.0</b>
<b>TOTAL FUND REVENUE</b>	<b>167,592.28</b>	<b>1,025,415.10</b>	<b>2,059,341.00</b>	<b>1,033,925.90</b>	<b>49.8</b>

WEST POINT CITY CORPORATION  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
51-81-11 SALARIES AND WAGES	18,011.08	81,796.62	167,491.00	85,694.38	48.8
51-81-13 BENEFITS AND BONUS	5,019.02	38,681.22	97,898.00	59,216.78	39.5
51-81-15 ON CALL PAY	64.00	377.16	850.00	472.84	44.4
51-81-20 OVERTIME	.00	52.11	2,000.00	1,947.89	2.6
51-81-27 LIFT STATION PUMPS	.00	496.58	2,400.00	1,903.42	20.7
51-81-42 GARBAGE	38,963.02	218,796.71	363,000.00	144,203.29	60.3
51-81-43 GREENWASTE	8,786.90	47,038.22	98,000.00	50,961.78	48.0
51-81-44 RECYCLING	10,199.54	49,863.47	88,000.00	38,136.53	56.7
51-81-49 SEWER COLLECTION AND DISPOSAL	68,833.33	411,562.70	668,000.00	256,437.30	61.6
51-81-55 SEWER MAINTENANCE AND REPAIR	1,528.86	15,725.42	30,000.00	14,274.58	52.4
51-81-63 IT SUPPORT & CONTRACTS	642.03	11,656.25	23,825.00	12,168.75	48.9
51-81-65 UTILITY REFUNDS	.00	472.89	1,500.00	1,027.11	31.5
<b>TOTAL PRIMARY OPERATING EXPENSES</b>	<b>152,047.78</b>	<b>876,519.35</b>	<b>1,542,964.00</b>	<b>666,444.65</b>	<b>56.8</b>
<u>MATERIALS AND SUPPLIES</u>					
51-82-24 UTILITY BILLS - POSTAGE/EQUIP.	708.93	4,470.14	11,000.00	6,529.86	40.6
51-82-47 CAN PURCHASE	.00	8,900.00	27,000.00	18,100.00	33.0
51-82-60 TRAVEL AND EDUCATION	.00	.00	1,500.00	1,500.00	.0
51-82-61 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>708.93</b>	<b>13,370.14</b>	<b>40,500.00</b>	<b>27,129.86</b>	<b>33.0</b>
<u>WASTE - OTHER EXPENSES</u>					
51-84-05 SEWER IMPACT FEE PROJECTS	.00	.00	148,585.00	148,585.00	.0
51-84-20 RISK MANAGEMENT	.00	8,009.88	10,000.00	1,990.12	80.1
51-84-30 DEPRECIATION	.00	.00	85,000.00	85,000.00	.0
51-84-35 CREDIT CARD PROCESSING FEES	843.88	4,877.89	8,100.00	3,222.11	60.2
51-84-39 AUDITOR & ACCOUNTING SUPPORT	.00	2,430.00	6,000.00	3,570.00	40.5
51-84-44 VEHICLE REPLACEMENT	.00	3,101.00	3,677.00	576.00	84.3
51-84-81 IT	.00	.00	4,000.00	4,000.00	.0
51-84-83 CAPITAL IMPROVEMENTS	.00	1,083.89	181,515.00	180,431.11	.6
51-84-84 BLUE STAKES	.00	633.11	1,000.00	366.89	63.3
51-84-90 FLEET	357.61	1,875.89	8,000.00	6,124.11	23.5
<b>TOTAL WASTE - OTHER EXPENSES</b>	<b>1,201.49</b>	<b>22,011.66</b>	<b>455,877.00</b>	<b>433,865.34</b>	<b>4.8</b>
<u>TRANSFERS &amp; CONTINGENCIES</u>					
51-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
<b>TOTAL TRANSFERS &amp; CONTINGENCIES</b>	<b>.00</b>	<b>.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>.0</b>

WEST POINT CITY CORPORATION  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	153,958.20	911,901.15	2,059,341.00	1,147,439.85	44.3
NET REVENUE OVER EXPENDITURES	13,634.08	113,513.95	.00	( 113,513.95)	.0

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

WATER FUND

ASSETS

55-1190	CASH-ALLOCATION FROM GEN. FUND	1,782,772.24	
55-1311	WATER ACCOUNTS RECEIVABLE	119,318.66	
55-1312	ALLOWANCE FOR BAD DEBTS	( 3,000.00)	
55-1502	DEFERRED OUTFLOWS - PENSION	39,994.00	

TOTAL CURRENT ASSETS		1,939,084.90
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PROPERTY AND EQUIPMENT

55-1611	LAND	55,500.00	
55-1621	BUILDINGS	60,000.00	
55-1631	IMPROVEMST. OTHER THAN BLDGS.	4,828,843.89	
55-1651	MACHINERY & EQUIPMENT	184,386.07	
55-1690	ACCUMULATED DEPRECIATION	( 1,032,476.81)	

TOTAL PROPERTY AND EQUIPMENT		4,096,253.15
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TOTAL ASSETS		6,035,338.05
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LIABILITIES AND EQUITY

LIABILITIES

55-2131	ACCOUNTS PAYABLE	64,487.03	
55-2140	CUSTOMER DEPOSITS PAYABLE	131,193.11	
55-2141	COMPENSATED ABSENCES PAYABLE	26,931.16	
55-2201	NET PENSION LIABILITY	77,765.00	
55-2202	DEFERRED INFLOWS - PENSION	5,176.00	
55-2250	WAGES PAYABLE	7,067.29	

TOTAL LIABILITIES		312,619.59
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FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

55-2980	BEGINNING OF YEAR	5,429,170.88	
55-2995	RESTRICTED - WATER IMPACT FEES	176,778.74	
	REVENUE OVER EXPENDITURES - YTD	116,768.84	

BALANCE - CURRENT DATE		5,722,718.46
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TOTAL FUND EQUITY		5,722,718.46
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TOTAL LIABILITIES AND EQUITY		6,035,338.05
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WEST POINT CITY CORPORATION  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
55-37-11 METERED WATER SALES	62,876.66	378,607.83	750,000.00	371,392.17	50.5
55-37-13 SECONDARY WATER SALES	67,894.43	406,073.27	790,000.00	383,926.73	51.4
55-37-14 CONNECTION FEES - WATER	700.00	13,100.00	15,000.00	1,900.00	87.3
55-37-17 PENALTIES	.00	6,657.75	18,500.00	11,842.25	36.0
<b>TOTAL OPERATING REVENUE</b>	<b>131,471.09</b>	<b>804,438.85</b>	<b>1,573,500.00</b>	<b>769,061.15</b>	<b>51.1</b>
<u>OTHER FINANCING SOURCES</u>					
55-38-05 WATER IMPACT FEES	13,514.00	99,900.00	83,400.00	( 16,500.00)	119.8
55-38-80 INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
55-38-95 FUND RESERVES	.00	.00	94,687.00	94,687.00	.0
55-38-96 WATER IMPACT FEE BALANCE	.00	.00	717,030.00	717,030.00	.0
55-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>13,514.00</b>	<b>99,900.00</b>	<b>935,117.00</b>	<b>835,217.00</b>	<b>10.7</b>
<b>TOTAL FUND REVENUE</b>	<b>144,985.09</b>	<b>904,338.85</b>	<b>2,508,617.00</b>	<b>1,604,278.15</b>	<b>36.1</b>

WEST POINT CITY CORPORATION  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
55-81-11 SALARIES AND WAGES	20,709.66	94,547.32	192,698.00	98,150.68	49.1
55-81-13 BENEFITS AND BONUS	6,007.90	45,866.46	114,511.00	68,644.54	40.1
55-81-15 ON CALL PAY	128.00	754.34	1,700.00	945.66	44.4
55-81-20 OVERTIME	884.62	1,553.26	4,000.00	2,446.74	38.8
55-81-28 WELLS & WATER TANK POWER	806.14	3,079.94	11,500.00	8,420.06	26.8
55-81-35 HOOPER WATER DISTRICT	130.00	540.00	1,500.00	960.00	36.0
55-81-41 WATER MAINTENANCE	6,781.60	15,580.95	18,000.00	2,419.05	86.6
55-81-42 WATER SAMPLE TESTING	648.00	2,459.00	5,000.00	2,541.00	49.2
55-81-43 SECONDARY WATER	64,917.41	393,093.87	770,000.00	376,906.13	51.1
55-81-45 REGISTRATION & OTHER EXPENSES	60.00	60.00	1,000.00	940.00	6.0
55-81-60 TRAVEL AND EDUCATION	.00	.00	4,140.00	4,140.00	.0
55-81-63 IT SUPPORT & CONTRACTS	415.03	10,313.89	24,000.00	13,686.11	43.0
<b>TOTAL PRIMARY OPERATING EXPENSES</b>	<b>101,488.36</b>	<b>567,849.03</b>	<b>1,148,049.00</b>	<b>580,199.97</b>	<b>49.5</b>
<u>WATER - MATERIALS AND SUPPLIES</u>					
55-82-24 UTILITY BILLS - POSTAGE/EQUIP	708.92	4,470.15	8,250.00	3,779.85	54.2
55-82-47 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	750.00	750.00	.0
55-82-50 WATER METERS	4,206.81	5,214.19	115,000.00	109,785.81	4.5
<b>TOTAL WATER - MATERIALS AND SUPPLIES</b>	<b>4,915.73</b>	<b>9,684.34</b>	<b>124,000.00</b>	<b>114,315.66</b>	<b>7.8</b>
<u>WATER - OTHER EXPENSES</u>					
55-84-05 WATER SYSTEM IMPACT FEE PROJ.	.00	.00	800,430.00	800,430.00	.0
55-84-20 RISK MANAGEMENT	.00	7,475.87	10,000.00	2,524.13	74.8
55-84-30 DEPRECIATION	.00	.00	80,000.00	80,000.00	.0
55-84-33 CAPITAL PROJECTS & EXPENDITURE	.00	772.13	80,916.00	80,143.87	1.0
55-84-35 CREDIT CARD PROCESSING FEES	902.76	5,218.24	8,800.00	3,581.76	59.3
55-84-38 AUDITOR & ACCOUNTING SUPPORT	.00	2,430.00	6,000.00	3,570.00	40.5
55-84-40 WATER PURCHASE - WEBER BASIN	187,410.00	187,410.00	187,410.00	.00	100.0
55-84-44 VEHICLE REPLACEMENT	.00	3,101.00	4,512.00	1,411.00	68.7
55-84-82 BLUE STAKES	193.51	346.60	1,500.00	1,153.40	23.1
55-84-83 IT	.00	.00	2,000.00	2,000.00	.0
55-84-85 ENGINEERING STUDIES & PLANNING	.00	.00	20,000.00	20,000.00	.0
55-84-90 FLEET	625.81	3,282.80	15,000.00	11,717.20	21.9
<b>TOTAL WATER - OTHER EXPENSES</b>	<b>189,132.08</b>	<b>210,036.64</b>	<b>1,216,568.00</b>	<b>1,006,531.36</b>	<b>17.3</b>
<u>TRANSFERS &amp; CONTINGENCIES</u>					
55-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
<b>TOTAL TRANSFERS &amp; CONTINGENCIES</b>	<b>.00</b>	<b>.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>.0</b>

WEST POINT CITY CORPORATION  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	295,536.17	787,570.01	2,508,617.00	1,721,046.99	31.4
NET REVENUE OVER EXPENDITURES	( 150,551.08)	116,768.84	.00	( 116,768.84)	.0

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

STORM WATER UTILITY FUND

ASSETS

58-1190	CASH-ALLOCATION FROM GEN. FUND	1,829,101.22	
58-1311	STORM WATER ACCTS. RECEIVABLE	17,499.75	
58-1312	ALLOWANCE FOR BAD DEBTS	( 100.00)	
58-1411	DUE FROM OTHER GOVERNMENT	3,120.00	
58-1502	DEFERRED OUTFLOWS - PENSION	15,436.00	
	TOTAL CURRENT ASSETS		1,865,056.97

PROPERTY AND EQUIPMENT

58-1611	LAND	102,540.00	
58-1631	IMPROVEMST. OTHER THAN BLDGS.	4,715,174.22	
58-1651	MACHINERY AND EQUIPMENT	60,494.34	
58-1690	ACCUMULATED DEPRECIATION	( 782,332.52)	
	TOTAL PROPERTY AND EQUIPMENT		4,095,876.04
	TOTAL ASSETS		5,960,933.01

LIABILITIES AND EQUITY

LIABILITIES

58-2141	COMPENSATED ABSENCES PAYABLE	10,492.75	
58-2201	NET PENSION LIABILITY	32,977.00	
58-2202	DEFERRED INFLOWS - PENSION	3,010.00	
58-2250	WAGES PAYABLE	2,418.55	
	TOTAL LIABILITIES		48,898.30

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
58-2980	BEGINNING OF YEAR	5,015,074.94	
58-2995	RESTRICTED-STORM WTR IMPT FEES	791,447.42	
	REVENUE OVER EXPENDITURES - YTD	105,512.35	
	BALANCE - CURRENT DATE	5,912,034.71	
	TOTAL FUND EQUITY		5,912,034.71
	TOTAL LIABILITIES AND EQUITY		5,960,933.01

WEST POINT CITY CORPORATION  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STORM WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
58-37-11 STORM SYS. MAINT. & CONST. FEE	15,351.81	91,870.77	180,000.00	88,129.23	51.0
58-37-17 PENALTIES	.00	739.75	2,000.00	1,260.25	37.0
58-37-90 FUND BALANCE	.00	.00	385,926.00	385,926.00	.0
58-37-91 STORM WATER IMPACT FEE BALANCE	.00	.00	173,490.00	173,490.00	.0
TOTAL OPERATING REVENUE	15,351.81	92,610.52	741,416.00	648,805.48	12.5
<u>OTHER FINANCING SOURCES</u>					
58-38-05 STORM WATER IMPACT FEES	2,606.48	84,936.67	97,500.00	12,563.33	87.1
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	2,606.48	84,936.67	137,500.00	52,563.33	61.8
TOTAL FUND REVENUE	17,958.29	177,547.19	878,916.00	701,368.81	20.2

WEST POINT CITY CORPORATION  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STORM WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
58-81-11 SALARIES AND WAGES	7,147.68	32,365.20	67,757.00	35,391.80	47.8
58-81-13 BENEFITS	1,980.29	14,953.64	39,530.00	24,576.36	37.8
58-81-27 STORM SYS. MAINT. & REPAIR	3,036.33	8,144.18	11,000.00	2,855.82	74.0
58-81-28 CONSTRUCTION	.00	.00	10,000.00	10,000.00	.0
58-81-34 CREDIT CARD FEES	117.75	680.65	1,100.00	419.35	61.9
58-81-40 SWEEPING & PREVENTATIVE CARE	.00	2,680.74	12,000.00	9,319.26	22.3
58-81-42 STRM SYS MAINT & PHS II COMP.	.00	1,815.00	2,500.00	685.00	72.6
58-81-43 SECONDARY WATER	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL PRIMARY OPERATING EXPENSES</b>	<b>12,282.05</b>	<b>60,639.41</b>	<b>148,887.00</b>	<b>88,247.59</b>	<b>40.7</b>
<u>STORM WTR UTILITY - OTHER EXP.</u>					
58-84-05 STORM SYSTEM IMPACT FEE PROJ.	.00	1,498.75	270,990.00	269,491.25	.6
58-84-20 RISK MANAGEMENT	.00	2,669.95	3,500.00	830.05	76.3
58-84-30 DEPRECIATION	.00	.00	64,000.00	64,000.00	.0
58-84-38 AUDITOR & ACCOUNTING SUPPORT	.00	607.50	1,500.00	892.50	40.5
58-84-44 VEHICLE REPLACEMENT	.00	4,651.50	7,149.00	2,497.50	65.1
58-84-83 CAPITAL PROJECTS	.00	1,498.75	360,390.00	358,891.25	.4
58-84-90 FLEET EXPENSE	89.40	468.98	2,500.00	2,031.02	18.8
<b>TOTAL STORM WTR UTILITY - OTHER EXP.</b>	<b>89.40</b>	<b>11,395.43</b>	<b>710,029.00</b>	<b>698,633.57</b>	<b>1.6</b>
<u>DEPARTMENT 90</u>					
58-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
<b>TOTAL DEPARTMENT 90</b>	<b>.00</b>	<b>.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>12,371.45</b>	<b>72,034.84</b>	<b>878,916.00</b>	<b>806,881.16</b>	<b>8.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>5,586.84</b>	<b>105,512.35</b>	<b>.00</b>	<b>( 105,512.35)</b>	<b>.0</b>

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

DEBT SERVICE

<u>ASSETS</u>			
70-1190	CASH ALLOCATION TO OTHER FUNDS	117,598.13	
	TOTAL CURRENT ASSETS		117,598.13
	TOTAL ASSETS		117,598.13
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
70-2980	UNASSIGNED FUNDS	1,113.26	
70-2990	RESTRICTED FOR DEBT SERVICE	113,569.37	
	REVENUE OVER EXPENDITURES - YTD	2,915.50	
	BALANCE - CURRENT DATE	117,598.13	
	TOTAL FUND EQUITY		117,598.13
	TOTAL LIABILITIES AND EQUITY		117,598.13

WEST POINT CITY CORPORATION  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS AND CONTRIBUTIONS</u>					
70-39-20 GENERAL FUND TRANSFER	.00	107,000.00	107,000.00	.00	100.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	107,000.00	107,000.00	.00	100.0
TOTAL FUND REVENUE	.00	107,000.00	107,000.00	.00	100.0

WEST POINT CITY CORPORATION  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUNDING USES</u>					
70-84-10 DEBT SERVICE - CITY HALL	.00	101,000.00	101,000.00	.00	100.0
70-84-15 INTEREST ON BONDS	.00	3,084.50	6,000.00	2,915.50	51.4
<b>TOTAL FUNDING USES</b>	<b>.00</b>	<b>104,084.50</b>	<b>107,000.00</b>	<b>2,915.50</b>	<b>97.3</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>104,084.50</b>	<b>107,000.00</b>	<b>2,915.50</b>	<b>97.3</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>.00</b>	<b>2,915.50</b>	<b>.00</b>	<b>( 2,915.50)</b>	<b>.0</b>

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

CDRA FUND

<u>ASSETS</u>			
85-1190	CASH ALLOCATION TO OTHER FUNDS	(	3,513.01)
85-1361	PROPERTY TAXES DEFERRED		144,892.00
			141,378.99
	TOTAL CURRENT ASSETS		141,378.99
	TOTAL ASSETS		141,378.99
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
85-2275	DEFERRED REVENUE		144,892.00
	TOTAL LIABILITIES		144,892.00
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
85-2980	UNASSIGNED FUNDS	11,475.24	
	REVENUE OVER EXPENDITURES - YTD	( 14,988.25)	
			( 3,513.01)
	BALANCE - CURRENT DATE	(	3,513.01)
	TOTAL FUND EQUITY		( 3,513.01)
	TOTAL LIABILITIES AND EQUITY		141,378.99

WEST POINT CITY CORPORATION  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

CDRA FUND

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

WEST POINT CITY CORPORATION  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

CDRA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
85-44-65	LONG-TERM DEBT EXPENSE	.00	.00	107,000.00	107,000.00	.0
	TOTAL EXPENDITURES	.00	.00	107,000.00	107,000.00	.0
<u>DEPARTMENT 84</u>						
85-84-15	INTEREST EXPENSE	.00	14,988.25	33,000.00	18,011.75	45.4
	TOTAL DEPARTMENT 84	.00	14,988.25	33,000.00	18,011.75	45.4
	TOTAL FUND EXPENDITURES	.00	14,988.25	140,000.00	125,011.75	10.7
	NET REVENUE OVER EXPENDITURES	.00	( 14,988.25)	.00	14,988.25	.0

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

GENERAL FIXED ASSETS

ASSETS

PROPERTY AND EQUIPMENT

91-1611	LAND	3,924,789.85	
91-1612	INFRASTRUTURE	21,172,750.64	
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	488,645.47	
91-1661	AUTOMOBILES AND TRUCKS	814,653.66	
91-1711	CONSTRUCTION WORK IN PROGRESS	57,038.75	
91-1750	ACCUMULATED DEPRECIATION	( 5,589,732.04)	
	TOTAL PROPERTY AND EQUIPMENT		<u>25,688,056.13</u>
	TOTAL ASSETS		<u>25,688,056.13</u>

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
91-2980	BEGINNING OF YEAR	<u>25,688,056.13</u>	
	BALANCE - CURRENT DATE	<u>25,688,056.13</u>	
	TOTAL FUND EQUITY		<u>25,688,056.13</u>
	TOTAL LIABILITIES AND EQUITY		<u>25,688,056.13</u>

WEST POINT CITY CORPORATION  
BALANCE SHEET  
DECEMBER 31, 2019

FUND 92

ASSETS

92-1502	DEFERRED OUTFLOWS OF RESOURCES	179,927.00	
	TOTAL CURRENT ASSETS		179,927.00
	TOTAL ASSETS		179,927.00

LIABILITIES AND EQUITY

LIABILITIES

92-2000	LONG TERM DEBT ACCOUNT GROUP	1,145,000.00	
92-2141	COMPENSATED ABCSCENCES PAYABLE	78,515.60	
92-2201	NET PENSION LIABILITY	339,194.00	
92-2202	DEFERRED INFLOWS OF RESOURCES	26,662.00	
92-2551	ACCRUED INTEREST PAYABLE	5,583.00	
	TOTAL LIABILITIES		1,594,954.60

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
92-2980	AMT TO BE PROVIDED FOR LT DEBT	( 1,399,870.36)	
	REVENUE OVER EXPENDITURES - YTD	( 15,157.24)	
	BALANCE - CURRENT DATE	( 1,415,027.60)	
	TOTAL FUND EQUITY		( 1,415,027.60)
	TOTAL LIABILITIES AND EQUITY		179,927.00

# City Council Staff Report

**Subject:** Wastewater Planning Program – 2019 Annual Report  
**Author:** Paul Rochell/Kasey Gibson  
**Department:** Public Works  
**Date:** March 3, 2020



## **Background**

The Municipal Wastewater Planning Annual Report is a program established by the State of Utah Department of Environmental Quality to assist cities in their awareness of their wastewater collection and treatment facilities.

The purpose of the Municipal Wastewater Planning Annual Report is to allow West Point City to identify and solve potential problems in the Wastewater Collection System before they become serious and costly.

Completion of the Self-Assessment Report gives West Point City additional points on the Utah Wastewater Project Priority List. The Priority List is used to allocate funds under the wastewater grant and loan programs.

The results are used to focus on the State's technical assistance programs.

## **Analysis**

The report is a self-assessment report developed by the Department of Environmental Quality. It includes, but is not limited to the following sections and subsections:

### Financial Evaluation

- Operation and Maintenance
- Capital Improvements
- Projected Needs

### Collection system

- System Age
- New Development
- Operator Certification
- Facility Maintenance

## **Recommendation**

Staff Recommends Council Adopt Resolution No. 03-03-2020A, Approving West Point City's Municipal Wastewater Planning Program Self-Assessment Report.

## **Significant Impacts**

There are no significant impacts at this time.

## **Attachments**

Self-Assessment Report  
Resolution No. 03-03-2020A



**RESOLUTION NO. 03-03-2020A**

**A RESOLUTION APPROVING THE 2019  
MUNICIPAL WASTEWATER PLANNING PROGRAM ANNUAL REPORT**

**WHEREAS**, West Point City, a Municipal Corporation, hereinafter referred to as the “City,” is a public body of the State of Utah; and,

**WHEREAS**, the City is governed by a Mayor and City Council duly elected according to law;

**NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** that West Point City informs the Water Quality Board of the Utah Department of Environmental Quality of the following actions taken by the West Point City Council:

1. Reviewed and approved the attached Municipal Wastewater Planning Program Annual Report for 2019.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (if applicable).

**PASSED AND ADOPTED** this 3<sup>rd</sup> day of March, 2020

**WEST POINT CITY,**  
A Municipal Corporation

By: \_\_\_\_\_  
Erik Craythorne, Mayor

**ATTEST:**

\_\_\_\_\_  
Casey Arnold, City Recorder



*Municipal Wastewater Planning Program (MWPP)  
Annual Report  
for the year ending 2019  
WEST POINT CITY*

Thank you for filling out the requested information. Please let DWQ know when it is approved by the Council.

Please download a copy of your form by clicking "Download PDF" below.

Below is a summary of your responses

[Download PDF](#)

**SUBMIT BY APRIL 15, 2020**

Are you the person responsible for completing this report for your organization?

Yes

No

This is the current information recorded for your facility:

<b>Facility Name:</b>	WEST POINT CITY
<b>Contact - First Name:</b>	Paul
<b>Contact - Last Name:</b>	Rochell
<b>Contact - Title</b>	Public Works Dir.

<b>Contact - Phone:</b>	801-776-0970
<b>Contact - Email:</b>	prochell@westpointcity.org

Is this information above complete and correct?

- Yes
- No

Your wastewater system is described as Collection & Financial:

**Classification:** COLLECTION  
**Grade:** II

(if applicable)

**Classification:** -  
**Grade:** -

Is this correct?

**WARNING: If you select 'no', you will no longer have access to this form upon clicking Save & Continue. DWQ will update the information and contact you again.**

- Yes
- No

Click on a link below to view examples of sections in the survey:  
(Your wastewater system is described as Collection & Financial)

- [MWPP Collection System.pdf](#)
- [MWPP Discharging Lagoon.pdf](#)
- [MWPP Financial Evaluation.pdf](#)
- [MWPP Mechanical Plant.pdf](#)
- [MWPP Non-Discharging Lagoon.pdf](#)

Yes

No

## Financial Evaluation Section

Form completed by:

Kasey J Gibson

### Part I: GENERAL QUESTIONS

Yes

No

Are sewer revenues maintained in a dedicated purpose enterprise/district account?

Yes

No

Are you collecting 95% or more of your anticipated sewer revenue?

Are Debt Service Reserve Fund<sup>6</sup> requirements being met?

What was the User Charge<sup>16</sup> for 2019?

338.40

Do you have a water and/or sewer customer assistance program\* (CAP)?

Yes

No

## Part II: OPERATING REVENUES AND RESERVES

	Yes	No
Are property taxes or other assessments applied to the sewer systems <sup>15</sup> ?	<input type="radio"/>	<input checked="" type="radio"/>

	Yes	No
Are sewer revenues <sup>14</sup> sufficient to cover operations & maintenance costs <sup>9</sup> , and repair & replacement costs <sup>12</sup> (OM&R) at this time?	<input checked="" type="radio"/>	<input type="radio"/>

Are projected sewer revenues sufficient to cover OM&R costs for the <i>next five years</i> ?	<input checked="" type="radio"/>	<input type="radio"/>
--	----------------------------------	-----------------------

Does the sewer system have sufficient staff to provide proper OM&R?	<input checked="" type="radio"/>	<input type="radio"/>
---	----------------------------------	-----------------------

Has a repair and replacement sinking fund <sup>13</sup> been established for the sewer system?	<input checked="" type="radio"/>	<input type="radio"/>
--	----------------------------------	-----------------------

Is the repair & replacement sinking fund sufficient to meet anticipated needs?	<input checked="" type="radio"/>	<input type="radio"/>
--	----------------------------------	-----------------------

## Part III: CAPITAL IMPROVEMENTS REVENUES AND RESERVES

	Yes	No
Are sewer revenues sufficient to cover all costs of current capital improvements <sup>3</sup> projects?	<input checked="" type="radio"/>	<input type="radio"/>

been established to provide for anticipated capital improvement projects?

Yes

No

Are projected Capital Improvements Reserve Funds sufficient for the *next five years*?

Are projected Capital Improvements Reserve Funds sufficient for the *next ten years*?

Are projected Capital Improvements Reserve Funds sufficient for the *next twenty years*?

## Part IV: FISCAL SUSTAINABILITY REVIEW

Yes

No

Have you completed a Rate Study<sup>11</sup> within the last five years?

Do you charge Impact fees<sup>8</sup>?

2019 Impact Fee =

827

Yes

No

Have you completed an Impact Fee Study in accordance with UCA 11-36a-3 within the last five years?

Do you maintain a Plan of Operations<sup>10</sup>?

Have you updated your Capital Facility Plan<sup>2</sup> within the last five years?

Yes

No

Do you use an Asset Management<sup>1</sup> system for your sewer systems?

Describe the Asset Management System (check all that apply)

Spreadsheet

GIS

**Accounting Software**

Specialized Software

Other

Yes

No

Do you know the total replacement cost of your sewer system capital assets?

2019 Replacement Cost =

Yes

No

Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?

What is the sewer/treatment system annual asset renewal\* cost as a percentage of its total replacement cost?

What is the sewer/treatment system annual asset renewal\* cost as a percentage of its total replacement cost?

2436965

## Part V: PROJECTED CAPITAL INVESTMENT COSTS

### Cost of projected capital improvements

	Cost Please enter a valid numerical value	Purpose of Improvements		
		Replace/Restore	New Technology	Increase Capacity
2020	330181	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2020 thru 2024	576346	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2025 thru 2029	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2030 thru 2034	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2035 thru 2039	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This is the end of the Financial questions

To the best of my knowledge, the Financial section is completed and accurate.

**Yes**

### *Collections System Section*

Kasey J Gibson

## Part I: SYSTEM DESCRIPTION

What is the largest diameter pipe in the collection system (diameter in inches)?

12

What is the average depth of the collection system (in feet)?

7

What is the total length of sewer pipe in the system (length in miles)?

29

How many lift/pump stations are in the collection system?

1

What is the largest capacity lift/pump station in the collection system (design capacity in gallons per minute)?

250

Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more?

Yes  
West Point City Council

No

What year was your collection system first constructed (approximately)?

1980

In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed? (If more than one, cite the oldest)

2019

## PART II: DISCHARGES

How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?

0

How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)?

0

*The Utah Sewer Management Program defines two classes of sanitary sewer overflows (SSOs):*

**Class 1-** a Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that:

- (a) affects more than five private structures;*
- (b) affects one or more public, commercial or industrial structure(s);*
- (c) may result in a public health risk to the general public;*
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in*

*single private structures; or*

*(e) discharges to Waters of the state*

**Class 2** - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.

Below include the number of SSOs that occurred in year: 2019

Number

Number of Class 1 SSOs in Calendar year

0

Number of Class 2 SSOs in Calendar year

0

Please indicate what caused the SSO(s) in the previous question.

No SSO's this year

Please specify whether the SSOs were caused by contract or tributary community, etc.

No SSO's this year

### Part III: NEW DEVELOPMENT

Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more?

Yes

No

Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the

sewerage system by 25% or more?

Yes

No

Number of new commercial/industrial connections in the last year

0

Number of new residential sewer connections added in the last year

78

Equivalent residential connections<sup>7</sup> served

12

## Part IV: OPERATOR CERTIFICATION

How many collection system operators do you employ?

3

Approximate population served

10800

*State of Utah Administrative Rules requires all public system operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at least at the Facility's Grade.*

List the designated Chief Operator/DRC for the Collection System below:

	Name First and Last Name	Grade	Email Please enter full email address
Chief Operator/DRC	Paul Rochell	IV	prochell@westpointcity.org

List all other Collection System operators with DRC responsibilities in the field, by certification grade, separate names by commas:

	Name separate by comma
SLS <sup>17</sup> Grade I:	
Collection Grade I:	
Collection Grade II:	Jamie Escuriex
Collection Grade III:	
Collection Grade IV:	Kasey J Gibson

List all other Collection System operators by certification grade, separate names by commas:

	Name separate by comma
SLS <sup>17</sup> Grade I:	
Collection Grade I:	
Collection Grade II:	
Collection Grade III:	
Collection Grade IV:	
No Current Collection Certification:	

Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

Yes

No

## Part V: FACILITY MAINTENANCE

Yes

No

Have you implemented a preventative maintenance program for your collection system?

Have you updated the collection system operations and maintenance manual within the past 5 years?

Do you have a written emergency response plan for sewer systems?

Do you have a written safety plan for sewer systems?

Is the entire collections system TV inspected at least every 5 years?

Is at least 85% of the collections system mapped in GIS?

## Part VI: SSMP EVALUATION

Yes

No

Has your system completed a Sewer System Management Plan (SSMP)?

Has the SSMP been adopted by the permittee's governing body at a public meeting?

Has the completed SSMP been public noticed?

Yes

No

During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?

### Date of Public Notice

04/22/2019

During 2019, was any part of the SSMP audited as part of the five year audit?

Yes

No

Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Program?

Yes

No

## Part VII: NARRATIVE EVALUATION

This section should be completed with the system operators.

Describe the physical condition of the sewerage system: (lift stations, etc. included)

West Point City has 1 lift station that currently collects sewer from approximately 80 homes. It discharges in the the North Davis Sewer District Line.

What sewerage system capital improvements<sup>3</sup> does the utility need to implement in the next 10 years?

We are budgeting to be able to up our up size our lift station to be able to increase our time to get a problem resolved before backing up.

What sewerage system problems, other than plugging, have you had over the last year?

The Lift Stations generator has a problem with electric output. The last power outage brought that out and we are addressing it now.

Is your utility currently preparing or updating its capital facilities plan<sup>2</sup>?

**Yes**

No

Does the municipality/district pay for the continuing education expenses of operators?

**100% Covered**

Partially cover

Does not pay

Is there a written policy regarding continuing education and training for wastewater operators?

Yes

**No**


Any additional comments?

NO

To the best of my knowledge, the Collections System section is completed and accurate.

Yes

I have reviewed this report and to the best of my knowledge the information provided in this report is correct.

 clear

Has this been adopted by the council? If no, what date will it be presented to the council?

- Yes
- No

What date will it be presented to the council?

Date format ex. mm/dd/yyyy

03/03/2020

Please log in.

Email

prochell@westpointcity.org

PIN

NOTE: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of that assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance, please send an email to [wqinfodata@utah.gov](mailto:wqinfodata@utah.gov) and we will contact you as soon as possible. You may also visit our [Frequently Asked Questions](#) page.

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# City Council Staff Report

**Subject:** Discussion of Youth Court with Syracuse  
**Author:** Kyle Laws  
**Department:** Executive  
**Date:** March 3, 2020



---

## **Background**

Syracuse City has operated a Youth Court for about 15 years and has recently approached West Point City to offer the option to join them. The Youth Court is a “restorative justice” program which means that it focuses on the rehabilitation of offenders through reconciliation with victims and the community at large. This is a non-judicial diversion program for school aged children (12-18 years old). The Syracuse Youth Court is run by youth ages 14-18 in grades 9-12 and act as judges, bailiffs, clerks, and other roles to help them develop leadership skills. Other youth who are in trouble can be referred to the Youth Court instead of the Justice Court. These juveniles will appear before their peers who will then determine the appropriate punishment for them. There is an adult advisor who oversees the program along with local law enforcement, but it is primarily ran by the youth.

## **Analysis**

The principal at the West Point Jr High, Wendy Nelson, has expressed interest in participating in the Syracuse Youth Court. In order to do this Syracuse City would like to have a Memorandum of Understanding (MOU) signed by West Point City. Currently the Syracuse Youth Court is for the youth who attend Syracuse schools or live in Syracuse City boundaries. The MOU is attached to this report and outlines what West Point City’s responsibilities would be to participate. There is a small financial contribution needed to train those from West Point who participate. We can discuss the MOU in detail at the Council Meeting. If the City decides to participate there are two options to consider:

1. Participation in referring kids to attend Youth Court instead of Justice Court. This would primarily happen at the West Point Jr High through the School Resource Officer.
2. In addition to option 1, this second option would be to allow kids from West Point City to participate as judges, bailiffs, clerks, etc. Other youth outside of the school would also be referred to the Youth Court by the Davis County Sheriff’s Office. The costs would be very minimal as the entire budget for the program in Syracuse is around \$5,000 per year.

Staff has met with Syracuse City, Wendy Nelson, and administration for the Davis County Sheriff’s Office. All are in agreeance that this would be a great program for the youth of our community. Not only for those who want to participate and learn how Courts work and operate, but also for those who are in trouble with the law, or the school. This will provide an option that keeps them out of the court system yet teaches them to become better citizens.

Staff would like direction from the Council on whether or not they desire for West Point City to participate.

**Recommendation**

No Action is required at this time. Staff desires to know if the Council wants to pursue an MOU with Syracuse City to participate in their Youth Court.

**Significant Impacts**

There are no significant impacts. Minor impacts would be assigning a budget of \$1,000-\$2,000 for our proportionate share.

**Attachments**

Draft MOU

**MEMORANDUM OF UNDERSTANDING**  
West Point City, Syracuse City, and Davis County Sheriff's Office  
Participation in Syracuse City Youth Court

This Memorandum of Understanding ("MOU") between West Point City ("West Point"), Syracuse City ("Syracuse") and the Davis County Sheriff's Office ("Sheriff"), and which will be referred to collectively as (the "Parties"), is entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**Recitals**

- A. Syracuse City operates a Youth Court program (the "Youth Court"), which is a non-judicial diversion program for school-aged children (12-18 years old, and who are enrolled in school or who are eligible to be enrolled). Minors for whom offenses are being referred to Youth Court shall be identified in this MOU as the "Referents."
- B. 14-18 year-old students in grades 9 through 12 also participate in the program, acting as judges, bailiffs, clerks, and other roles to help them develop leadership skills. These minors shall be identified in this MOU as the "Participants."
- C. Currently, students are drawn from Syracuse citizens and attendees of schools located within the municipal boundaries of Syracuse City.
- D. The Cities desire to collaborate and allow minors living in or attending school in West Point City to participate in Syracuse Youth Court, as described below.
- E. Syracuse is willing to continue to administer the Youth Court program, with the added participation of West Point students, volunteers, and staff.
- F. West Point is willing to contribute financially to the program, based upon the participation of its students.

**Provisions**

The Cities enter into this arrangement with the following understanding:

- 1. Commencement. This MOU takes effect upon its approval by all Parties.
- 2. Termination. The Parties have the right to terminate this MOU, with or without cause, by notifying the other City in writing. In such a case, any amounts owed under Section 7 shall be conveyed to Syracuse, and amounts owed under Section 8 shall be pro-rated for the period of time in which West Point students participated in the program.
- 3. Program Time. Youth Court currently is held for approximately two hours each week on Thursday. The program times or dates may be adjusted, in consultation with the Parties and taking into consideration the schedules of staff, volunteers, and Participants.
- 4. Participants.

- A. West Point and the Sheriff may begin advertising and recruiting minors of the appropriate age (14-18 or enrolled in 9<sup>th</sup> – 12<sup>th</sup> grades) to participate in Youth Court following the direction found in Youth Court bylaws.
  - B. Participants shall be assigned different roles in the Youth Court, and are expected to engage with the Youth Court under its established rules and expectations.
  - C. It is understood that Participants may reside in jurisdictions outside of the municipal boundaries of each City. This includes Syracuse residents who attend school in West Point, and vice versa. Responsibility for the minor shall first be based upon the jurisdiction in which the student lives. For students who reside outside of either jurisdiction, but attend school in either city, the city in which the school is located shall be responsible for that student. In the case of home-schooled Participants, the minor’s residential address shall determine the jurisdiction responsible for the Participant.
  - D. If required based upon resources and case load, the Youth Court may be divided into two or more “panels” to address cases. In such a case, a mixture of Syracuse and West Point students will be preferred on each panel.
5. Referents.
- A. West Point and the Sheriff may begin referring eligible Referents to Youth Court for appropriate offenses, including traffic violations. Referrals may be made by law enforcement or school officials.
  - B. Referents must be between the ages of 12 and 18. Eligibility is based upon either: (1) residency in Syracuse or West Point, or (2) attendance at a school located in Syracuse or West Point.
  - C. Referents must be willing to accept responsibility for the offense and accept the disposition of the Youth Court. Those who contest a violation or will not cooperate with the Youth Court process should not be referred to Youth Court.
  - D. A fee is charged to the Referent in order to have a case adjudicated in the Youth Court. Partial refunds are available if the Referent successfully completes the program. Youth in indigent circumstances may complete community service in lieu of a fee.
6. Resources.
- A. Syracuse shall provide administrative support for the Youth Court, including providing a venue, acquiring supplies, generating materials and forms, and making purchases for activities and proceedings. It shall also front costs of the training of all Participants.
  - B. Syracuse shall provide at least two volunteer advisors, and West Point shall provide at least one advisor after three (3) or more West Point Participants begin participating in the program. Cities are welcome to provide more than these amounts of volunteers at any time.
  - C. Syracuse and the Sheriff shall have at least one School Resource Officer (“SRO”) assigned to participate in Youth Court. At least one officer (from either jurisdiction) shall be present when the Youth Court is adjudicating cases, and Syracuse and Sheriff may coordinate their schedules to provide adequate coverage.
7. Annual Training.
- A. Participants are invited to attend annual training at various locations in Utah.
  - B. The Cities shall be ultimately responsible for the training costs of their students.

- C. Each City shall be responsible to provide chaperones for their Participants. Failure to provide chaperones for the event may result in that City's students missing out on the training.
  - D. Syracuse will arrange and pay for the costs of training (including travel, registration fees, lodging, and food) for all Participants.
  - E. At the conclusion of the training, Syracuse shall prepare an itemized statement of costs for West Point students and transmit it to West Point.
  - F. Within thirty (30) days of receipt of the statement, West Point shall tender payment based upon the statement of costs or convey to Syracuse its objections to the statement.
  - G. This MOU does not prohibit either City from requiring Participants to pay in order to participate in training. However, if a City requires it, then it will be responsible for the collection of those payments from Participants from its jurisdiction.
8. Finances.
- A. Syracuse shall budget for the entire cost of the Youth Court program, including both Syracuse and West Point students. This shall be accounted through a designated category in its budget and finance statements.
  - B. At the conclusion of each school year, Syracuse shall prepare a statement of costs for West Point's proportional share of the administrative costs for the fiscal year and transmit it to West Point. This shall be based upon the hours actually attended by Participants.
  - C. The proportional share shall be calculated using the following formula:  

$$(\text{Total Administrative Expenditures} - \text{Net fees}) \times (\text{West Point Participant Hours} \div \text{Total Participant Hours}) = \text{West Point proportional share}$$
9. Background Checks. Syracuse shall perform criminal background checks on all volunteers and chaperones, and will promptly report to West Point when one of the volunteers or chaperones provided by West Point fails the check. Criminal violations of any offense involving youth, drugs, or violence will disqualify the volunteer or chaperone.
10. Governmental Immunity. The Cities are both covered by the *Governmental Immunity Act of Utah*, codified at Section 63G-7-101, et seq., *Utah Code Annotated*, as amended, and nothing herein is intended to waive or modify any right, defense, or provision provided therein. Officers, employees, and volunteers performing services pursuant to this Agreement shall be deemed officers or employees of the City who employs or submitted their name for volunteer service. Each City shall be responsible and shall defend the actions of their employees and volunteers, negligent or otherwise, performed pursuant to this MOU.
11. Third-party Beneficiaries. No third-party beneficiaries are created by this MOU. It is a statement of understanding and cooperation between the Cities and does not create any legal rights or expectations for third-parties.

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
West Point City

\_\_\_\_\_  
Syracuse City

# City Council Staff Report



**Subject:** Red Fox Ranch Estate Subdivision  
**Author:** Boyd Davis  
**Department:** Community Development  
**Date:** March 3, 2020

---

## **Background**

The applicant is requesting final approval for a single lot subdivision located at 2691 W 300 N. The lot is 0.393 acres and is zoned R-2. The lot meets all requirements for that zone. All utilities will be stubbed into the property from 300 N.

## **Analysis**

The proposed lot is located at the south side of 300 N. The developer will request a postponement agreement for the curb and gutter.

The developer will need approval from the Davis and Weber Canal Company, North Davis Sewer District and from the Fire District before final approval can be granted, but we expect to have those approvals soon.

The subdivision will be reviewed by the Planning Commission at their next meeting.

## **Recommendation**

No action necessary. This is for discussion purposes only.

## **Significant Impacts**

There are no significant impacts at this time.

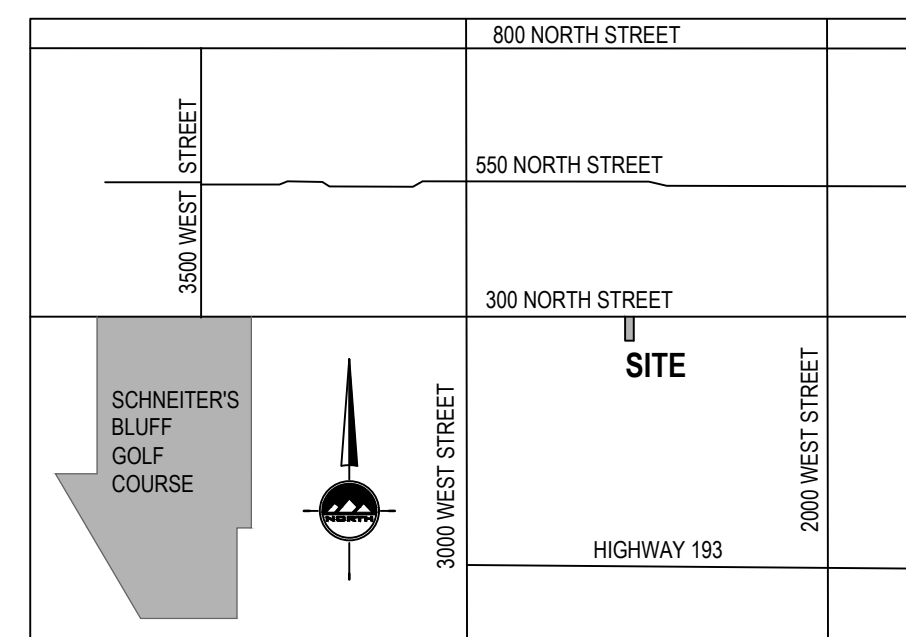
## **Attachments**

Plat



# RED FOX RANCH ESTATE

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



VICINITY MAP  
NO SCALE  
WEST POINT, DAVIS COUNTY, UTAH

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

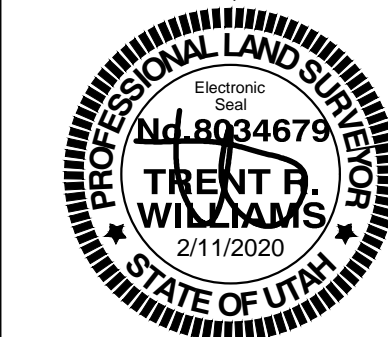
**BOUNDARY DESCRIPTION**

A parcel of land in the Northwest Quarter of Section 4, Township 4 North, Range 2 West, Salt Lake Base and Meridian, also being in West Point City, Davis County, Utah. Being more particularly described as follows:

Beginning at a point on the South right-of-way line of 300 North Street, said point being North 89°56'51" West 988.42 feet along the section line and South 0°06'45" West 33.00 feet from the North Quarter Corner of said Section 4 and running thence:

South 0°06'45" West 190.00 feet;  
thence North 89°56'51" West 90.00 feet;  
thence North 0°06'45" East 190.00 feet;  
thence South 89°56'51" East 90.00 feet to the Point of Beginning.

Contains 17,100 square feet or 0.393 acre



February 11, 2020  
Date

Trent R. Williams, PLS  
License No. 8034679

**OWNER'S DEDICATION**

Known all men by these presents that I / we, the under-signed owner (s) of the above described tract of land, having caused same to be subdivided, hereafter known as the

## RED FOX RANCH ESTATE

do hereby dedicate for perpetual use all public utility and drainage easements as shown on this plat. In witness whereof I / we have hereunto set our hand (s) this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_\_\_.

By: \_\_\_\_\_  
By: \_\_\_\_\_

**INDIVIDUAL ACKNOWLEDGMENT**

STATE OF UTAH \_\_\_\_\_ J.S.S.  
County of Davis \_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_\_\_, \_\_\_\_\_ personally appeared before me, the undersigned Notary Public, in and for said County of \_\_\_\_\_ in said State of Utah, who after being duly sworn, acknowledged to me that He/She/They signed the Owner's Dedication, \_\_\_\_\_ in number, freely and voluntarily for the purposes therein mentioned.

MY COMMISSION EXPIRES: \_\_\_\_\_  
RESIDING IN \_\_\_\_\_ COUNTY.  
NOTARY PUBLIC

## RED FOX RANCH ESTATE

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

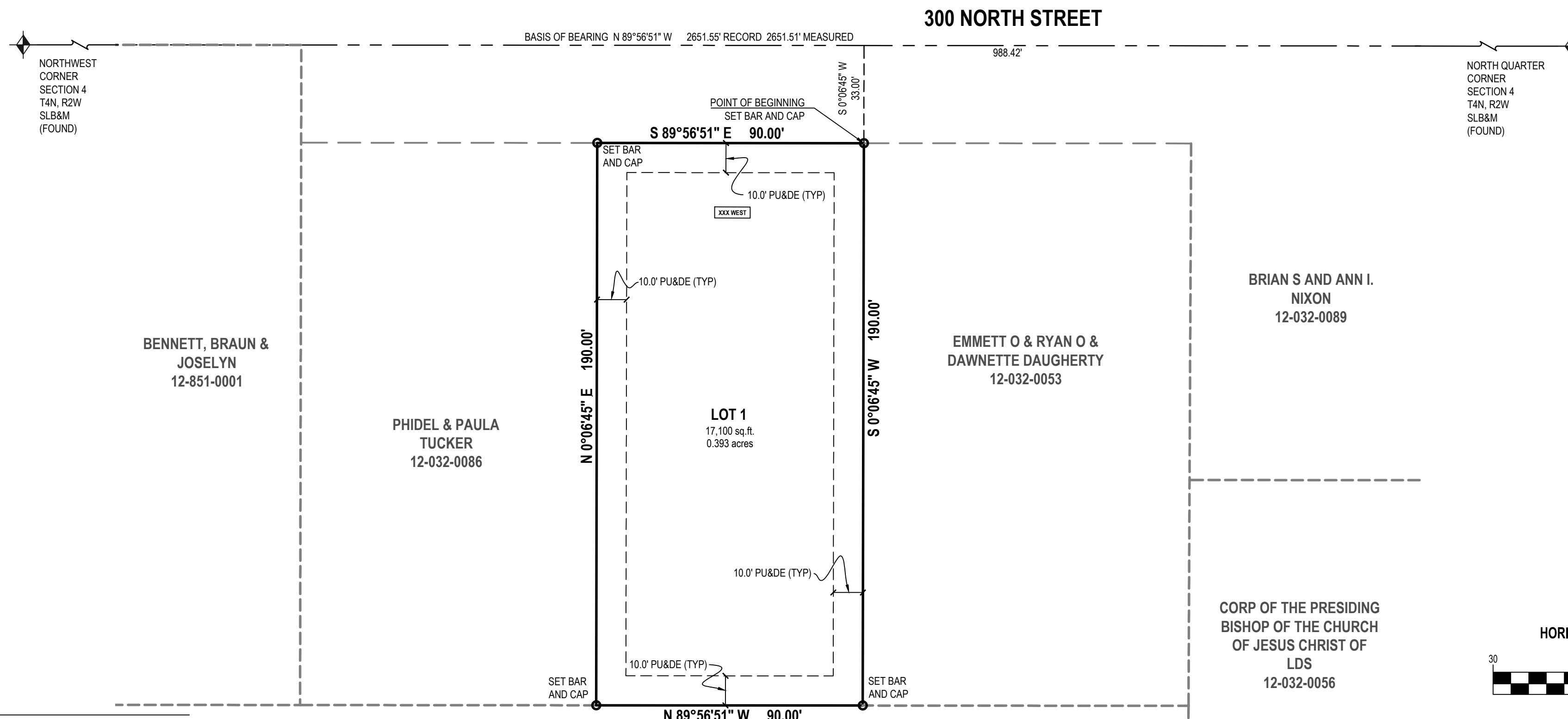
**DAVIS COUNTY RECORDER**

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

**SHEET 1 OF 1**

PROJECT NUMBER : 9670  
MANAGER : T.WILLIAMS  
DRAWN BY : J.MOSS  
CHECKED BY : T.WILLIAMS  
DATE : 2/11/20

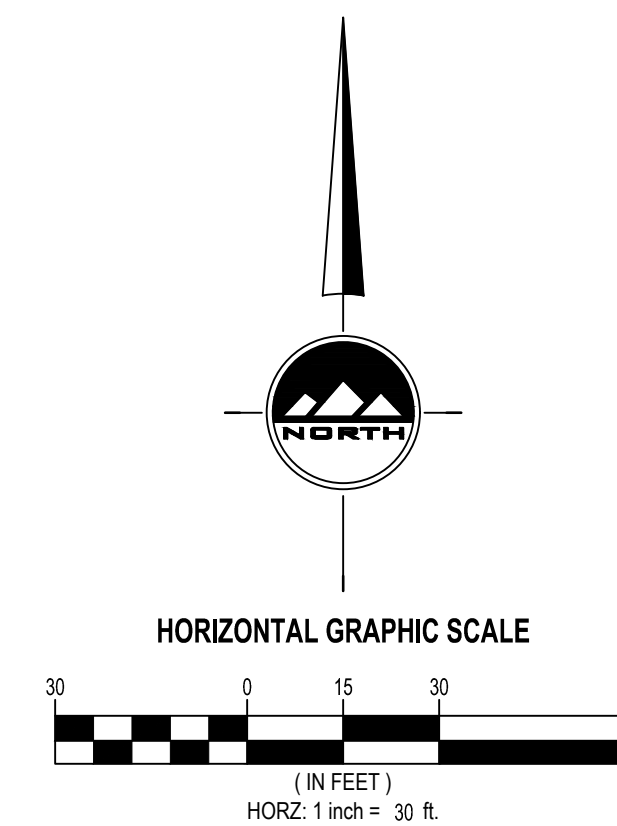
DAVIS COUNTY RECORDER  
BY \_\_\_\_\_  
DEPUTY RECORDER



BRIAN S AND ANN I.  
NIXON  
12-032-0089

EMMETT O & RYAN O &  
DAWNETTE DAUGHERTY  
12-032-0053

CORP OF THE PRESIDING  
BISHOP OF THE CHURCH  
OF JESUS CHRIST OF  
LDS  
12-032-0056



DEVELOPER  
KALEB GALBRAITH  
1786 WEST 1825 SOUTH  
SYRACUSE, UTAH 84075  
(801) 540-1300

**SURVEY RECORDING DATA**

DATE: \_\_\_\_\_  
DRAWING No. \_\_\_\_\_

**GENERAL NOTES:**

- PROPERTY IS ZONED R-2.  
A. FRONT YARD SETBACK IS 4'  
B. REAR YARD SETBACK IS 30'  
C. SIDE YARD SETBACK IS 10'
- ALL PUBLIC UTILITY AND DRAINAGE EASEMENTS (PU&DE) ARE 10' FRONT, 10' SIDE AND 10' REAR UNLESS OTHERWISE NOTED HEREON.

**LEGEND**

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



LAYTON  
1485 W. Hillfield Rd. Ste 204  
Layton UT 84041  
Phone: 801.547.1100  
Fax: 801.593.6315  
WWW.ENSIGNENG.COM

SALT LAKE CITY  
Phone: 801.255.0529  
TOOELE  
Phone: 435.943.3886  
CEDAR CITY  
Phone: 433.865.1483  
RICHFIELD  
Phone: 433.896.2983

**CITY ATTORNEY'S APPROVAL**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_,  
BY THE WEST POINT CITY ATTORNEY

WEST POINT CITY ATTORNEY

**PLANNING COMMISSION APPROVAL**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_,  
BY THE CITY PLANNING COMMISSION APPROVAL

CHAIRMAN, WEST POINT CITY PLANNING COMMISSION

**CITY ENGINEER'S APPROVAL**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_,  
BY THE WEST POINT CITY ENGINEER

WEST POINT CITY ENGINEER

**CITY COUNCIL APPROVAL**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_,  
BY THE WEST POINT CITY COUNCIL

CITY RECORDER CITY MAYOR



# City Council Staff Report

**Subject:** PRUD Code Revisions  
**Author:** Boyd Davis  
**Department:** Community Development  
**Date:** March 3, 2020



## **Background**

At the last City Council meeting Staff presented several recommended changes to the PRUD code for the Council's consideration. Many of the items were agreed upon by the Council while others need more discussion. This report outlines those items and attempts to clarify to aid the Council in their decision.

## **Analysis**

The City Council agreed with the recommendation to remove the following items from the list of amenities. Points will no longer be given for the following:

1. Entrance signs
2. Landscaped front yards
3. Drought tolerant plants
4. Architectural theme
5. Building materials
6. Three-car garages (added at the Council meeting)

In addition, the Council discussed the following but did not make a final decision. These items will remain in the code until direction is received.

1. Theme Lighting. There was some feeling that lighting is already required and that points should not be granted for this item. The current code states:  
*b. Theme lighting used throughout the PRUD for street lighting, the lighting of walkways, entrances and building exteriors. (Up to three percent.)*  
The intent is to have lighting that is above and beyond the minimum standard (one street light at each intersection and each cul-de-sac). This item would allow a maximum of 3 percentage points, which on a 10-acre parcel would not be enough for even 1 additional lot. Staff feels that the points allotted for this amenity are minimal as they should be, and that this item is ok as is. However, the words "street lighting" could be removed from the code to clarify that points will not be awarded for the streets lights that are already required.
2. Open Space. The current code allows bonus density points for improved open space. It is optional, but states that it must be at least 10% of the gross area to qualify. Staff suggested that the minimum sized be removed and allow points to be granted at the Council's discretion based upon the size of the open space, i.e. 1 point for 1% of the gross area.

Council felt that a chart or scale should be included in the code to formalize the points that would be awarded such as the following:

Size of Open Space (percent of gross area)	Density Bonus
1%	1%
2%	2%
3%	3%

However, for simplicity it may be adequate to simply state that 1 point will be awarded for each 1 percent of open space up to 10%.

In addition, the Council was concerned that developers may ask for bonus points for space that is not usable or accessible, such as areas between buildings. This is currently stated in the code, but the Council thought it may need to be better defined and pointed Staff to Layton City's Code as an example. Layton's Code states:

*Open space areas shall not include areas that are occupied by buildings, lots, structures, parking areas or streets. Additionally, required open space shall not include:*

- 1. Area between buildings and outside of platted lots and building pads unless part of the approved pedestrian circulation plan and at least eighteen feet (18') in width;*
- 2. Front, rear, and side yard setbacks; and*
- 3. Paved areas such as driveways, streets, and private sidewalks.*

Similar language could be included in West Point's Code if desired by the Council.

3. **Townhouse & Patio Homes.** The current code allows 2-story townhouses in the R-2 and R-3 zones with the PRUD overlay option, but the Council asked that the code be changed to allow them only in the R-3. After review, the Planning Commission recommended that 2-story townhouses be allowed in the R-3 zone with the PRUD overlay option and that 1-story patio homes would be allowed in the R-2 zone with the PRUD overlay option. Staff would like direction from the Council on this item.

### **Recommendation**

No action required. This is for discussion only.

### **Significant Impacts**

None

### **Attachments**

Proposed PRUD Code

**17.35.070 Density calculations.**

A. Base Density. Base density shall be determined by the underlying zone as set forth in the zoning table found in WPCC 17.25.080. The base density shall be calculated on the gross area of the site, but shall not include sensitive lands as defined in this chapter. Developments seeking flexibility, but not necessarily increased density, may do so under the provisions of this chapter. Base density developments in a PRUD overlay zone can provide a degree of flexibility that would not normally be allowed under the base zoning code. Developments seeking such flexibility must propose a minimum of a five percent amenity bonus as outlined in subsection (B) of this section.

B. Density Bonus. The city council, after receiving a recommendation from the planning commission, may authorize a density bonus of a minimum of five percent up to a maximum of 20 percent above the base density. The bonus density shall be calculated on the gross area of the site, but shall not include sensitive lands as defined in this chapter. However, sensitive lands if properly improved may qualify as an amenity and count towards the required bonus. The purpose of the density bonus is to provide an incentive to a development while enhancing the overall characteristics of the subdivision that is not required by the applicable underlying zone, and which otherwise would not be an option. Density bonus shall be awarded according to the following list of bonus items. Each qualifying amenity or item shall be granted a percentage increase to the base density, but in no case shall the bonus exceed the percentage indicated (shown in parentheses). Bonuses listed below that share common elements regardless of the subsection shall not be used together to create a greater bonus percentage.

1. Increased Landscaping (Up to 10 Percent).

~~a. The majority of new plant material used for landscaping the PRUD shall be drought-tolerant plants. The landscaping design shall locate plant materials in similar water usage demand zones to ensure proper irrigation coverage and reduce wasteful watering. (Up to two percent.)~~

ba. Landscaping is designed and installed by the developer or other reasonable means approved by the city council along all streets of the PRUD according to a theme which provides unity and interest to the PRUD and must include the installation of two two-inch caliper street trees per dwelling placed in the park strip or near the roadway. (Up to five percent.)

~~c. Developments which provide a completely landscaped front yard by the developer or other reasonable means as approved by the city council, including grass or ground cover, shrubs, and trees as defined in WPCC 17.80.260. (Up to eight percent.)~~

2. Enhanced Overall Design Theme (Up to 15 Percent).

~~a. Entrance feature, signage, and landscaping which will establish a strong theme for the PRUD. (Up to two percent.)~~

ab. Theme lighting used throughout the PRUD for street lighting, the lighting of walkways, entrances and building exteriors. (Up to three percent.)

~~c. Architectural details of all buildings have a common theme which unifies the entire PRUD. This theme is not so dominant, however, that all buildings are identical. (Up to five percent.)~~

~~bd.~~ Fencing on all lots that is uniform in design and type and that is an upgrade from chain link or all vinyl fencing. (Up to five percent.)

~~ce.~~ Perimeter fence surrounding the PRUD that is architecturally designed and is an upgrade from chain link or all vinyl fencing. Examples include: architecturally designed brick or masonry walls, vinyl with brick or stone columns and open fencing such as wrought iron. (Up to seven percent.)

~~df.~~ Special features such as fountains, streams, ponds, sculptures, buildings or other elements which establish a strong theme for the development and are utilized in highly visible locations within the development. (Up to 10 percent.)

~~eg.~~ Large special features, such as lakes, which define the theme of the development and are utilized throughout the entire project. (Up to 15 percent.)

### 3. Recreational Amenities (Up to 20 Percent).

a. The PRUD development includes a recreational amenity primarily for the use of the residents of the development. Recreational amenities include swimming pools, sports courts, spas, or other features as approved by the city council. The planning commission will recommend to the city council the points based on the cost of the amenity, its benefit to the residents of the development, its size and the number of amenities in the development. (Up to 15 percent.)

b. Development of a playground or park area with play features or picnic areas. The size and quality to be determined by the city council with a recommendation from the planning commission. ~~A minimum of 10 percent of the gross area of the development must be incorporated into the park area.~~ A one percent increase in density will be granted for each percent of the gross area that is dedicated as park area. (Up to 10 percent.)

c. Development of a common building which shall be used for meetings, indoor recreation, or other common uses as approved by the planning commission. (Up to 15 percent.)

d. Development of a trail system throughout the subdivision and connecting to adjacent trail systems where possible. (Up to 10 percent.)

e. Dedication of land to the city for the development of a regional trail system. (Up to 10 percent.)

f. Dedication of land to the city for the development of all or a portion of a regional park. (Up to 10 percent.)

### ~~4. Improved Building Design (Up to 10 Percent).~~

~~a. All dwellings are built of 100 percent approved materials, i.e., brick, stone, stucco, Hardie board. (Up to two percent.)~~

~~ab. All single-family structures have a minimum of a three-car garage. (Up to five percent.)~~

54. Energy Efficiency (Up to Three Percent). All dwellings are designed with active, passive, or photovoltaic solar features. (Up to three percent.)

56. Improved Open Space (up to 15 Percent).

a. Stormwater detention facility areas that are designed and used for multiple purposes which blend with the overall theme of the open space design, i.e., the grading and landscaping are carried out in such a manner that the use as a detention pond is not discernible. (Up to five percent.)

b. Open space shall be designed and improved (not leftover space between buildings) and shall flow uninterrupted through the entire development, linking dwellings and recreational amenities. The percentage bonus approved by the city council will be based on the size and quality of the open space. ~~Open space shall be a minimum of 10 percent of the gross area of the development.~~ A one percent increase in density will be granted for each percent of the gross area that is dedicated as open space. Open space must be improved with grass and a sprinkler system for the majority of the area. (Up to 10 percent.)

67. Other Amenities (Up to 15 Percent). Other amenities may be approved by the city council with a recommendation from the planning commission. (Up to 15 percent.) [Ord. 09-18-2018A § 2 (Exh. A)].

#### **17.35.080 Development standards.**

The development standards that are set forth in this section shall prevail over any contrary base zoning standards established in this title. The following standards shall apply and are still subject to the requirements set forth in Chapter 16.05 WPCC unless variations are granted as set forth in WPCC 17.35.060 and are included in a developer's agreement:

A. Common Space Subdivisions. The following standards shall apply to common space subdivisions:

1. Density. Allowed density and bonus density for common space subdivisions shall conform with the standards set forth in this chapter.

2. Open Space. Due to the clustering of dwelling units within the common space subdivisions, there will naturally be open space remaining. The open space must be maintained as set forth in subsection (C)(5) of this section.

3. Zones Allowed. Common space subdivisions shall only be allowed in the R-2 and R-3 zones and shall not be allowed in the R-1 zone.

4. Attached Units. Dwelling units in this subdivision option may be clustered in common-wall construction only in the R-2 and R-3 zones with a maximum of four consecutively attached units. Common-wall construction in the R-2 zones shall only be limited to on-level. No such units are allowed above other units.

5. Multifamily. All PRUDs that have attached units shall follow the standards set forth in WPCC 17.120.050 which shall include, but not be limited to, landscaping, parking, and building design.

6. Minimum Building Setbacks. The following minimum standards shall apply:

# City Council Staff Report

**Subject:** Accessory Building Standards  
**Author:** Boyd Davis  
**Department:** Community Development  
**Date:** March 3, 2020



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## **Background**

At the last Council Meeting, Staff presented a proposal of new standards for accessory buildings. There were a few items that the Council had questions about that may need further discussion. This report will provide some additional information and hopefully provide a little more clarity on these items.

## **Analysis**

The Planning Commission's recommendation focuses on five different items in the code:

1. Design standards for accessory buildings in side yards.
2. An updated definition of "front yard"
3. Reduced setback between an accessory building and the principle structure.
4. Regulations for temporary structures.
5. Modified rules for administrative approval.

The first question the Council had was about the definition of "front yard". The proposal states that accessory buildings may be in the side yard but must follow the design standards unless it is at least 10' behind the defined "front yard". The front yard is defined as the distance between the front lot line and the required setback. There was a concern that this could result in a shed being placed in front of the house when the house is set back further than the setback line. However, the code states that accessory buildings are allowed in the "side yard" which is defined as the area between the house and the side lot line, so a shed could not be located in front of the house. However, to add additional clarity the proposal could be changed to state that the shed must be 10' behind the "front yard depth", which is defined as the distance between the front lot line and the house, rather than the setback line. This change is included in the attached proposal.

The second question that the Council had was whether sheds must be behind a fence or not. The proposal states that accessory buildings must follow the design standards unless they are 10' behind the front yard depth and behind a 6' privacy fence. The Planning Commission's reason for that requirement was to block the view to sheds that don't meet the design standards. That requirement could be removed if the Council gives that direction.

The final question the Council had was whether shipping containers could be allowed as an accessory building if approved by the Planning Commission. The general feeling was that this

would put too much pressure on future Planning Commissions. There were a few Planning Commissioners that said shipping containers can be modified to look nice and they should be allowed in those cases. However, this would be an easy change if the Council would like to remove exemption from the proposal.

**Recommendation**

No action required tonight as this is for discussion only.

**Significant Impacts**

None

**Attachments**

Proposed Code

### 17.10.020 Definitions.

~~“Yard, front” means an open space extending the full width of the lot measured between the front lot line and the closest main building, which open space is unoccupied and unobstructed from the ground upward except as specified elsewhere in this title.~~

“Yard, front, depth” means the shortest distance, measured ~~horizontally~~perpendicularly, between any part of the main building foundation, other than parts herein excepted, and the front lot line. Such depth shall be measured from the front lot line; provided, however, that if the proposed location of the right-of-way line of such street as adopted by West Point City in the major street plan differs from that of the existing street, then the required front yard depth shall be measured from the right-of-way line of such street as adopted; or said building shall comply with official setback lines as adopted by the city.

“Yard, front” means an open, unoccupied area extending across the full width of the lot and measured perpendicularly from the front lot line and having, at no point, a depth of less than the minimum required setback distance.

### 15.15.120 Accessory buildings.

All accessory buildings shall be located in the rear yard at least ~~10~~5 feet from any on-site dwelling structure and at least 15 feet from any dwelling structure on an adjacent lot.

A. Any accessory building attached to the main building shall be made structurally a part of the main building and shall comply in all respects with the requirements of all ordinances applicable to the main building. If an accessory building is attached to the main building, it is no longer an accessory building. It is a portion of the main building and all setbacks for the structure must be maintained.

B. Accessory buildings in any zone shall occupy no more than 20 percent of the lot area less the area of the footprint of the main building and shall be separated by not less than ~~10~~5 feet. If there is more than one accessory building on a lot, the combined area of all accessory buildings shall occupy no more than 20 percent of the lot less the area of the footprint of the main building.

C. Accessory buildings on a lot of 15,000 square feet or less shall have a roofline equal to or less than the residential dwelling on the same lot.

D. Accessory buildings that are more than 1,~~200000~~ square feet or occupy more than 15 percent of the lot area that are and located on lots that are less than 15,000 square feet shall require a conditional use permit.

E. All accessory buildings that are more than 1,500 square feet no matter the size of the lot shall require a conditional use permit.

F. An accessory building may protrude into the side yard of the residential dwelling but shall require a conditional use permit and must also fulfill the following commitments:

1. The accessory building must maintain the side yard setback of the residential dwelling.

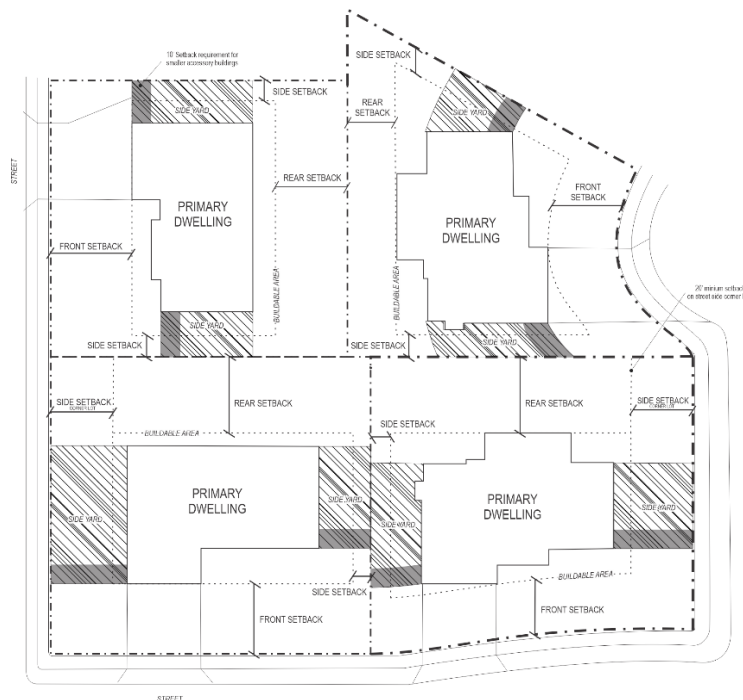
2. Exterior material and design

a. Accessory buildings that are less than 200 square feet and are located 10 feet behind the defined front yard depth(see below Figure 15.20.120-1) are exempt from design standards as outlined in subsection “c” as long as the building is located behind a 6-foot privacy fence.

b. Accessory buildings that are less than 200 square feet and are located closer than 10 feet to the defined front yard depth(see below Figure 15.20.120-1) must follow the design standards as listed in subsection “c”.

c. All accessory buildings that are greater than 200 square feet and located in any portion of the side yard must adhere to building material standards, as it pertains to the front façade, outlined in 15.15.130(C) of the West Point City Code.

**Figure 15.20.120-1**



~~2. The accessory building shall not create a significant nuisance due to design, construction, or placement to neighboring properties.~~

~~3. The accessory building must not be closer than 15 feet to a residential dwelling on an adjacent lot.~~

G. Accessory buildings shall be limited to one story.

H. Accessory buildings on a vacant lot shall not be allowed except in agricultural zones.

I. No part of any accessory building (including eaves and overhangs) shall be closer than one foot from an adjoining property line. For all accessory buildings above 25 feet, an additional one-foot setback is required.

J. Living space in any accessory building may be permitted as set forth in the “accessory apartment” code, Chapter [17.75](#) WPC. [Ord. 08-01-2017B § 1].

K. Other Structures. Additional structures such as pergolas, green houses, awnings, carport, tents, arbors, and trellises, occur to provide outdoor spaces for relaxation and storage. The following apply to each structure type:

1. Temporary carports, tents or similar items are often made out of metal, canvas, or other fabric material with pole support structures. All temporary enclosures of this nature shall:

a. Be securely tethered to the ground at all times.

b. Not be allowed in the front yard setback or between the front facade and the street.

c. Can be located in side yard but not closer than ten feet to the defined front yard, must adhere the setbacks as required for accessory buildings and must be located behind a 6-foot privacy fence.

c. Be repaired, replaced or removed immediately if they fall into disrepair.

d. Not direct water onto neighboring properties.

2. Pergolas, Arbors, Trellises. The following rules shall apply to these types of structures:

a. If attached to home, a building permit is required.

b. Over 200 square feet requires a building permit.

c. No minimum setback required.

d. Shall not direct water onto neighboring properties.

3. Car ports, shed roof, or similar structures which are attached to a residence are additions to the principal structure and must meet all required side, front, and rear setbacks established by the zone. Additions require a building permit.

4. Shipping containers, semitrailers, boxcars, Portable On Demand Storage (PODS) or similar structures are not allowed in any residential zones (unless approved by the Planning Commission) other than for the temporary purposes of moving, construction and remodeling.

**17.25.080 Zone regulations chart.**

**Zone Regulations Chart**

ZONING CLASSIFICATION	A-5	A-40	R-1	R-2	R-3	R-4	R-5	N-C	C-C	R-C	P-O	R/I-P
<b>ACCESSORY STRUCTURES/USES<sup>3</sup></b>												
Minimum Front Yard <sup>3</sup>	–	–	–	–	–	–	–	25'	25'	25'	25'	50'
Minimum Side Yard (Interior) <sup>3</sup>	1'	1'	1'	1'	1'	1'	1'	1'	1'	1'	1'	10'
Minimum Side Yard (Street) Corner Lot	20'	20'	20'	20'	20'	20'	20'	0'	0'	0'	0'	0'
Arterial Street Corner Lot <sup>3</sup>	20'	20'	20'	20'	20'	20'	20'	0'	0'	0'	0'	0'
Minimum Rear Yard <sup>3</sup>	1'	1'	1'	1'	1'	1'	1'	1'	1'	1'	1'	1'
Distance between Accessory and Principal Structures <sup>3</sup>												
Same Lot	40' 5'	40' 5'	40' 5'	40' 5'	40' 5'	40' 5'	40' 5'	–	–	–	–	–
Adjacent Lot	15'	15'	15'	15'	15'	15'	15'	–	–	–	–	–
<b>HEIGHT</b>												
Height Principal Structure	40'	40'	40'	40'	40'	40'	40'	40'	40'	60'	40'	60'
Height Accessory Structure <sup>3</sup>	30'	30'	30'	30'	30'	30'	40'	40'	40'	40'	40'	20'
Principal Structure Minimum	12'	12'	12'	12'	12'	12'	12'	10'	12'	12'	12'	12'
Accessory Structure, Maximum Stories <sup>3</sup>	1	1	1	1	1	1	1	–	–	–	–	–
<b>LOT COVERAGE</b>												

## Zone Regulations Chart

ZONING CLASSIFICATION	A-5	A-40	R-1	R-2	R-3	R-4	R-5	N-C	C-C	R-C	P-O	R/I-P
Minimum Open Space <sup>2</sup>	-	-	25%	25%	30%	30%	25%	-	-	-	-	-
Minimum Landscaping	-	-	-	-	-	-	-	15%	15%	15%	15%	15%
Accessory Building, Maximum Footage <sup>3</sup>	-	-	10%	10%	10%	10%	10%	-	-	-	-	-

<sup>3</sup>—~~Accessory Buildings.~~

~~Minimum side yard setbacks for an accessory structure on an interior lot are one foot from drip line of roof if the accessory structure is located at least 10 feet behind the principal structure. Otherwise, side yard setbacks for principal structures would apply to the accessory structure. Minimum rear yard setback on an interior lot is one foot from drip line of roof.~~

~~For all accessory buildings above 25 feet, an additional one-foot setback is required.~~

~~Accessory buildings with a lot size of 15,000 square feet or less shall have a roof line equal to or less than the principal structure of the lot.~~

~~Accessory buildings in the R-1 zone shall not exceed the allowable building maximum without first obtaining a conditional use permit.~~

~~No more than eight percent of the 10 percent accessory building maximum footage shall be in one accessory building.~~

~~No accessory building shall be built prior to the principal building on lots less than one acre in size.~~





**WEST POINT CITY COUNCIL  
MEETING MINUTES  
3200 WEST 300 NORTH  
WEST POINT CITY, UT 84015**

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

**February 18, 2020**

**Administrative Session**  
**6:00 PM – Board Room**

Minutes for the West Point City Council Administrative Session held at West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on February 18, 2020 at 6:00 pm with Mayor Erik Craythorne presiding.

**MAYOR AND COUNCIL MEMBERS PRESENT:** Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Andy Dawson, and Council Member Jerry Chatterton

**EXCUSED:** Council Member Annette Judd and Council Member Kent Henderson

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

**EXCUSED:** None

**VISITORS PRESENT:** Brian Vincent and Carson Fillin

**1. Discussion Regarding City Street Light Replacement – Mr. Boyd Davis**

Mr. Davis stated that Stevens Sales Company is the current sales representative for Philips Lighting, which manufactures the particular type of street light that the City has been purchasing. However, Clinton City has recently changed their light standards to a dark-sky compliant light and will be using them on the 800 N project. Because this is a joint project in both West Point and Clinton, Staff recommends using those same lights on the City's section of 800 N so that the street lights are consistent. Mr. Davis also explained that the City's current street lights were originally thought to be dark-sky compliant when purchased, but have since learned that they actually do not qualify. He introduced Carson Fillin, a Stevens Sales Company lighting representative, to the Council and turned the time over to him to present and explain the street light that Staff is proposing be the model for future purchases.

Mr. Fillin explained that his specialty is street lighting products and working with the governmental organizations that purchase them. One common issue the last couple years for many customers is that the street lights being purchased were thought to be dark-sky compliant because of the aluminum casting on the top and other specifics of the lights. However, to be dark-sky compliant, there has to be 0% light reflecting upward, and any sort of lens (vertical, slanted, etc.) will cause the light to be refracted. Mr. Fillin stated that one thing causing hesitation of organizations to become dark-sky compliant and purchase/replace current street lights is because of how glaring the LED lights are. To combat this, Philips Lighting has developed what they are calling "comfort optic" technology and have recently began manufacturing street lights that use this comfort optic lighting. Mr. Fillin explained the technology and demonstrated how it works, using the actual street light model that Clinton City has purchased to demonstrate. These lights do not have any lenses, yet are designed to not look like there *should* be a lens there but it is missing or broken, so they have the same "traditional" look of street lights that have already been installed in many areas. Mr. Fillin noted that numerous cities around the State are also installing comfort optic lighting models offered by Philips, and this particular model comes with a ten-year warranty and can be used for single or double light posts.

The lighting capabilities and street light designs were discussed with the Council, Staff, and Mr. Fillin. The Council generally agreed that the City's current lighting standards should be changed to the type of light shown by Mr. Fillin so that all new developments and street lights installed will be dark-sky compliant. The Council thanked Mr. Fillin for coming to the meeting and providing this information on street lights and lighting capabilities. This will be an ongoing discussion with the Staff and Council in regards to how, and if, the City should make all existing lights dark-sky compliant.

The full audio discussion of this item can be found at <https://www.utah.gov/pmn/files/576927.MP3>

## 2. Discussion Regarding Accessory Building Standards – Mr. Boyd Davis

Mr. Davis stated that the Council has briefly discussed this item before, but has not yet had the opportunity to have an in-depth discussion. To refresh, Mr. Davis stated that the Planning Commission asked Staff to review the City's accessory building code, specifically on the exterior finish requirements for those buildings on corner lots. Working with Staff, the Planning Commission has been working on a proposal for modifications to the current code, and have made their recommendation to the Council that focuses on the following five items:

- Design standards for accessory buildings in side yards.

Any accessory building constructed in the side yard must have exterior building materials that meet the same requirements as the house. An exception is given for an accessory building that is less than 200 sq. ft and is located at least 10' behind the front plane of the house, as well as pergolas, trellises, etc.

- An updated definition of "front yard"

The definition has been changed to clarify that the front yard setback is measured along the curve when the front lot line is curved, such as on a cul-de-sac lot. Mr. Davis noted that this is how it has been measured in practice. Mr. Davis also clarified for the Council that the area in the front of the house is what is generally considered for the front-yard setback measurement, since the orientation of a house can differ from lot to lot. He also noted that this is the same language as in Syracuse City's Code.

- Reduced setback between an accessory building and the principle structure.

The setback between the accessory building and the house has been reduced from 10' to 5' as allowed in the fire code.

- Regulations for temporary structures.

Temporary structures, such as metal carports, must be 10' behind the front plane of the house and behind a 6' privacy fence. Otherwise it is subject to the same rules as other accessory buildings. Council Member Petersen stated that if the City's Code allows an RV or a trailer to be parked up to the front plane of the house, that being able to cover it with a formal structure should be considered acceptable as well. Additionally, if a structure is required to be 10 ft. behind the house, requiring a 6 ft. foot fence in front if it seems a bit excessive.

The code is also proposed to be modified to prohibit items such as shipping containers, box cars, or similar items from being used as an accessory building unless approved by the Planning Commission. Mr. Davis stated that coincidentally, during the time the Planning Commission was working on their recommendation, three different property owners called to ask if they could put a shipping container in their backyard and Staff wasn't able direct them to a part of the Code that addresses such. Planning Commissioners stated that they have seen shipping containers that have been modified and look decent enough that they would approve them as accessory buildings, which is why the proposed language includes an exception for those that the Planning Commission individually approve. Mayor Craythorne felt that this may put too much pressure on the Planning Commission in having to determine what does and does not "look good" and may result in issues if one resident's is approved and another's isn't. Council Member Dawson agreed and feels that a shipping container and similar items are not accessory buildings, no matter how they are "dressed up."

- Modified rules for administrative approval.

The code is proposed to be modified to allow Staff to approve accessory buildings up to 1,200 sq. ft in size (or 15% of the lot area) rather than 1,000 sq. ft. This will reduce the number of accessory buildings that the Planning Commission must review. The regulations for accessory buildings are all contained in the code and can easily be reviewed and approved by Staff.

The Council will continue to discuss the Planning Commission's recommendation and the comments that have been made at the next City Council meeting in order to allow time for discussion of the following item.

## 3. Discussion Regarding the PRUD Code – Mr. Boyd Davis

Mr. Davis stated that, as the Council is aware, the Planning Commission has been discussing some of the concerns that have been raised since the PRUD Code was adopted in 2018. The PRUD Code allows a developer to receive up to a 20% increase in the density of a subdivision in return for installing certain amenities, which amenities and their corresponding bonus density percentages are listed in the Code.

The Planning Commission's proposed modifications to the PRUD Code and also Staff's recommendations are as follows:

1. Remove from the list of amenities and no longer give points for:
  - a. an entrance sign
  - b. landscaped front yards
  - c. drought tolerant plants
  - d. an architectural theme
  - e. building materials (such as vinyl siding)

Mr. Davis stated that the reasoning behind removing these items from being considered an “additional” amenity is because many of them are things developers and homebuilders are already doing or not doing, i.e. not using any vinyl siding, providing various degrees of landscaping, installing entrance signs to their projects, etc. The Council wanted to also remove three-car garages from the list as well, because they have also become a general standard in new homes.

2. Allow two-story attached townhomes in the R-3 zone only, but also allow single-level attached patio homes in the R-2 zone.

Mr. Davis stated that the current code allows 2-story townhouses in both the R-2 and R-3 zones with the PRUD overlay option, and this was changed due to the Council’s desire to only allow them in the R-3 zones. The Planning Commission had lengthy discussions on this issue, and ultimately felt that single-level patio homes should still be allowed in the R-2 zones. Council Member Petersen stated that this is where the wide range in density between the R-3 and the R-4 zones comes into play – he is unsure that townhouses should be allowed in even the R-3 zones, but that the next zone level of R-4 is also too far of a density jump to limit it to just that zone. He feels that townhouses should be allowed in a new zone that is created between the R-3 and R-4.

3. Remove the requirement of 10% minimum size of park areas and open space and allow the Council to determine the size.

Mr. Davis stated that the current code states that if park space is put in, it has to be 10% of the gross area, which is a pretty large area for subdivisions of these types. Mr. Davis clarified that the gross area is only based upon the actual buildable land; wetlands or sensitive lands are not included. Staff feels that the Council should be able to determine the open-space requirement per each individual project, and grant points anywhere between 1 and 10 points as it relates to the project. Council Member Petersen stated that, in his understanding, the Council’s intent was that if park space or open-space were going to qualify for bonus density, it needed to be significant enough that it actually is a real benefit to the project. He is concerned that if a minimum requirement size is removed, developers will be asking for bonus density points because they simply installed a backyard-sized playground and the Council will be left to have to consider to approve or reject it, which could cause issues and problems between developers and the City. The Council discussed this recommendation and ultimately felt that the code should be as objective as possible and should include a formal chart or sliding scale so that developers know exactly what they can expect. Additionally, Mayor Craythorne suggested that the actual definition of open space be better clarified so that developers aren’t trying to include areas that really don’t qualify, like in between houses and buildings. He suggested that Staff look at Layton City’s Code as an example for defining it.

The Council will consider to discuss the PRUD Code revisions and will hold a public hearing to gather resident input after it has had more time for discussion.

#### 4. Other Items

No other items were discussed.

The Administrative Session adjourned.



**WEST POINT CITY COUNCIL  
MEETING MINUTES  
3200 West 300 North  
West Point City, UT 84015**

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

**February 18, 2020**

**General Session**

**7:00 PM - Council Chambers**

Minutes for the General Session of the West Point City Council held at the West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on February 18, 2020 at approximately 7:00 pm with Mayor Erik Craythorne presiding.

**MAYOR AND COUNCIL MEMBERS PRESENT:** Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Annette Judd, Council Member Andy Dawson, and Council Member Jerry Chatterton

**EXCUSED:** Council Member Kent Henderson

**CITY EMPLOYEES PRESENT:** Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Workers Director; and Casey Arnold, City Recorder

**EXCUSED:** None

**VISITORS PRESENT:** Brian Vincent, Brent H. Stoddard, Dorothy L. Lovell, Sharon Richey, Carl and Cindy Hurst, Anne Stoddard, Douglas and Pam Hurst, John Nelson, Heather Andersen, Cami Rodgers, Dylan Rodgers, James Rodgers, Autumn Reed, Marc Sessions, Carson Fillin, Brett Duersch, Jason Duersch, Leslie Duersch, Richard Woods, Diane and Rich Overduyn, Ed Henderson, and Lyman Smith

1. **Call to Order** – Mayor Craythorne welcomed those in attendance and thanked them for coming.
2. **Pledge of Allegiance** – repeated by all
3. **Prayer** – Given by Council Member Chatterton
4. **Communications and Disclosures from City Council and Mayor**

Council Member Chatterton – None

Council Member Dawson – The North Davis Sewer District has reorganized their Board of Trustees, and he is now Chairman of the Board, David Maughan (Syracuse City) is now the Vice-Chair, and Anna Stanton (Clinton City) the Treasurer.

Council Member Petersen – The North Davis Fire District has also reorganized their leadership, and he is no longer the Chairman. Since 2005, Council Member Petersen stated that he has been either the Vice-Chair or Chairman of the Board and he has enjoyed that opportunity.

Council Member Judd – None

Mayor Craythorne – This past week has been busy for him and our City Manager; the Legislative Policy Committee met the previous day, they attended a meeting with Clinton City regarding the 800 N reconstruction project, a preconstruction meeting on the 300 N project, and a meeting with the North Davis Sewer District and the Davis County Health Department regarding sewer services for the unincorporated parts of Davis County. All projects are progressing well and they will keep the Council updated on the Legislative Session and how the City might be affected as legislation is proposed and considered.

5. **Communications from Staff**

Mr. Laws stated that as the Mayor mentioned, Staff met today with Gardner Engineering regarding the 300 N project and would like to present some of what was discussed to receive direction from Council. When the federal grant for the project was awarded, the City then swapped those funds for State funds, which although reduced the grant amount, the requirements and regulations that are attached to federal funds cost more to meet than what was lost when swapping the funds. The original project the grant was applied for included using the full right-of-way for all of the project area on 300 N, with widened 5 ft. sidewalks and 4 ft. park strips through the whole section. The grant request for the project was \$3 million, the federal grant received was about \$2.5 million, and after the swap, \$2 million remains for the project. To keep within the budget, the original project was modified to only add curb, gutter, and sidewalk where they don't exist and to just repair the existing parts where needed. With this, most of the north section is going to have 2 ft. to 2 ½ ft. wide park strips, rather than the standard 4 ½ ft. As Staff has considered this, the concern has been raised about the difficulties that come with trying to efficiently water such thin park strips and avoid overspray. After today's meeting, Staff would like to propose the idea of having a 6 ft. sidewalk and no park strip along the entire north side of the project area. The existing 4 ft. sidewalks would be removed and replaced to match, which Staff thinks would look better to be new and consistent throughout. This is estimated to cost no more than \$150,000. Mr. Laws stated that there may be excess funds in the Capital Projects Fund for this project to help pay for this, and the exact amount would be known at the time the current budget is amended. Mr. Laws clarified that this will not affect the width that the road is being widened to because it will all be behind the road right-of-way, which avoids having to relocate all of the utilities that are behind the existing sidewalk and in the path of where a new sidewalk would have to be if it were to all have a standard 4 ft. park strip and 5 ft. sidewalk. This would cost about \$750,000 compared to the \$150,000 for the 6 ft. sidewalk proposal. Mr. Laws noted that Clearfield City will likely keep their 4 ft. sidewalks and park strips, so this would only be for the City section between 2000 W and 1500 W. The Council agreed to move forward with removing park strips and installing 6 ft. sidewalks. The Council will have the chance to formally approve the cost when it considers amendments to the budget.

**6. Citizen Comment**

None

**7. Consideration of Approval of the Minutes from the February 4, 2020 West Point City Council Meeting**

Council Member Dawson motioned to approve the February 4, 2020 West Point City Council Meeting Minutes  
Council Member Judd seconded the motion  
The Council unanimously agreed

**8. Consideration of Approval of Resolution No. 02-18-2020A, Recognizing Former Mayor Howard F. Stoddard for his Service to the Community and Approving a Portion of the West Point Trail to be Named in his Honor – Mayor Erik Craythorne**

Mayor Craythorne stated that he is honored to be able to present this resolution, because it means a lot to him both personally and as Mayor. The Mayor read the Resolution aloud for this in attendance to understand the impact Howard Stoddard has had to West Point and our community:

***A RESOLUTION RECOGNIZING FORMER MAYOR  
HOWARD F. STODDARD FOR HIS SERVICE TO THE COMMUNITY  
AND APPROVING A PORTION OF A TRAIL IN WEST POINT CITY  
TO BE NAMED AFTER HIM***

***WHEREAS***, Howard F. Stoddard was a life-long resident of West Point City; and,  
***WHEREAS***, Howard F. Stoddard was very civic minded and served the community in many capacities for many years; and,  
***WHEREAS***, Howard F. Stoddard was appointed to the Planning Commission and served on the Commission for 4 years prior to his election as a member of the City Council; and,  
***WHEREAS***, Howard F. Stoddard was a City Council Member for 12 years; and,

**WHEREAS**, Howard F. Stoddard was the Mayor of West Point City for 8 years serving as Mayor from January 1990 through December 1997; and,

**WHEREAS**, Howard F. Stoddard served on and acted as Chairman of the West Point City Military Memorial Committee up until his passing on May 7, 2019; and,

**WHEREAS**, West Point City desires that a section of a trail running from 800 North Street north to 1300 North Street, which passes through the former Stoddard Family Farm, be named after former Mayor Howard F. Stoddard.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WEST POINTY CITY, UTAH, as follows:**

**SECTION ONE: APPROVAL OF NAMING PORTION OF A TRAIL AFTER FORMER MAYOR HOWARD STODDARD**

The section of a trail from 800 North Street north to 1300 North Street (which section of trail passes through the former Stoddard Family Farm) is hereby named "The Howard F. Stoddard Trail."

**SECTION TWO: DESIGNATION OF TRAIL**

City personnel are hereby authorized and directed to take all appropriate action to install signs designating and marking said portion of the trail as "The Howard F. Stoddard Trail."

**SECTION THREE: EFFECTIVE DATE**

This Resolution shall become effective immediately upon passage and adoption.

Council Member Petersen stated that "he would gladly make the motion" to approve this Resolution No. 02-18-2020A  
Council Member Dawson stated that "he would gladly second that motion"

Council Member Petersen thanked the Stoddard Family for their support of Howard's civil service and declared that "[I]t was an honor and a privilege to know and be friends with Howard Stoddard. He was an awesome man.

Council Member Dawson stated that he did not know Howard well until he was able to serve with him on the Military Memorial Committee. He quickly developed "a genuine love and friendship for him that man...he was such a great guy and it was always a pleasure to talk to him and his wife." He continued to state that "if only we all could aspire to live as long and as prosperous a life as Howard, we all would be good. He will be greatly missed."

Council Member Chatterton stated that he knew Howard very well and will always appreciate how very generous Howard was with his time and with his friendships.

Council Member Judd stated that although she did not personally know him, she can appreciate those who have put forth the effort, especially as Howard did, and is honored to do this for him.

Mayor Craythorne stated that from the beginning, Howard was very civic-minded and wanted to reach out to serve and shape his community. The Mayor stated that when he was young, his father served on the City Council and he would many times go to the meetings with him. Howard was also on the City Council, Loy Blake was the Mayor, City Hall was the old, tiny house on the corner, and they held their meetings "around what was like a dining room table." This is how he first got to know Howard, and the Mayor stated that even though he was in elementary school at the time, Howard "has always addressed me as a friend since." He reiterated that it truly is an honor for him to now be sitting as Mayor and be able to be a part of this recognition and it is well known how deserving Howard is.

The Council unanimously agreed.

Mr. Laws noted that Staff will begin working on signs to mark the trail in Howard's honor and bring those back to the City Council to consider and approve. He intends for the signs to be installed by this summer.

**9. Consideration of Ordinance No. 02-18-2020A, Rezoning Property Located at Approximately 1000 N 5000 W from A-40 (Agricultural) to the R-1 (Residential) Zone – Mr. Boyd Davis**

Mr. Davis stated that this property was owned by the Stoddard Family and is located at approximately 1000 N 5000 W. The Applicant is Psion Homes, with owner John Nelson present at the meeting to answer any questions. The property is 20 acres

total, with 6 of those acres being below the floodplain. The request is to rezone the remaining 14 acres from A-40 to R-1, which allows for 2.2 units per acre. They are not requesting any overlay zone (PRUD) and plan to install a single-family home subdivision. They intend for the other 6 acres to be incorporated into the lots, but will not have any living structures constructed on them. This request is consistent with the General Plan and Staff recommends approval of the rezone.

The Mayor opened the item for public hearing.

**a. Public Hearing**

No Comments

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

**b. Action**

Council Member Chatterton inquired as to how the six acres will be designated, and Mr. Davis confirmed that they will remain as the A-40 zone. Mr. Davis also clarified that there is no minimum setback from the back plane of the house to the floodplain line; the house can be built right up to it but not over. The Council had no further questions.

Council Member Dawson motioned to approve Ordinance No. 02-18-2020A  
Council Member Judd seconded the motion

Roll Call:

Council Member Chatterton – Aye  
Council Member Dawson – Aye  
Council Member Petersen – Aye  
Council Member Henderson – Absent  
Council Member Judd – Aye  
The Council unanimously agreed

**10. Motion to Adjourn the General Session**

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

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ERIK R. CRAYTHORNE, MAYOR

March 3<sup>rd</sup>, 2020

\_\_\_\_\_  
CASEY ARNOLD, CITY RECORDER

March 3<sup>rd</sup>, 2020



# City Council Staff Report

**Subject:** Subdivision Warranty – Isla Vista  
**Author:** Boyd Davis  
**Department:** Community Development  
**Date:** March 3, 2020



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## **Background**

The Isla Vista Subdivision is located at 4100 W 1300 N. The developer has completed all the required improvements, with exception of the sidewalk and slurry seal, and is now asking that the subdivision be placed on a one-year warranty.

## **Analysis**

The subdivision has been inspected to ensure all the required improvements have been completed and are in good condition prior to beginning the warranty period. The subdivision will be placed on a one-year warranty as required by the State Code. The required guarantee amount will be retained in escrow for the duration of the warranty period.

## **Recommendation**

It is recommended that the City Council place the Isla Vista Subdivision on a one-year warranty.

## **Significant Impacts**

None

## **Attachments**

None