3200 W 300 N, West Point, UT 84015
801.776.0970

WEST POINT CITY COUNCIL
MEETING NOTICE & AGENDA

ELECTRONIC MEETING

September 15, 2020

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

This public meeting will be held electronically in accordance with the signed August 25, 2020 Written Determination:

PURSUANT TO UTAH CODE ANN. 52-4-207(4), We, the undersigned Mayor and Planning Commission Chair of West Point City, hereby determine that conducting City Council and Planning Commission meetings at any time during the next 30 days at an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location.
The World Health Organization, the President of the United States, the Governor of Utah, and the Davis County Health Department have all recognized that a global pandemic exists related to the new strain of the coronavirus, COVID-19. Further, according to information from state epidemiology experts, Utah is currently in an acceleration phase, which has the potential to overwhelm the state's healthcare system.
This written determination will expire thirty days from the date it is signed.
The original of this Written Determination is on file in the City Recorder's office. A copy is available on City website at www.westpointcity.org.

The public may monitor or listen to the meeting electronically and provide public comment when appropriate by following the instructions below:

- **Join Zoom Meeting at**: https://us02web.zoom.us/j/82856880849 *or*
- **Connect via Telephone:** Dial 1(669) 900-6833 and enter **Meeting ID:** 828 5688 0849

Members of the public may also participate in the Citizen Comment item via email prior to the meeting

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

- **Email**: carnold@westpointcity.org
- **Subject Line:** Must be designated as "Citizen Comment – September 15, 2020 City Council Meeting"
- **Email Body**: **Must** include First & Last Name and Address and a succinct statement of your comment.

ADMINISTRATIVE SESSION

6:00 PM – OPEN TO THE PUBLIC

1. **Quarterly Financial Update –** Mr. Ryan Harvey pg. 4
2. **Discussion Regarding Placement of Permanent Ballot Drop Box** – Ms. Casey Arnold pg. 45
3. **Discussion Regarding Davis Education Foundation Cares Act Request** – Mr. Kyle Laws pg. 53
4. **Discussion Regarding Petition for Annexation –** Ms. Casey Arnold pg. 57
5. **Other Items**

GENERAL SESSION

7:00 PM – OPEN TO THE PUBLIC

1. **Call to Order**
2. **Prayer** (Please contact the City Recorder to request meeting participation by offering a prayer or inspirational thought) - Chatterton
3. **Communications and Disclosures from City Council and Mayor**
4. **Communications from Staff**
5. **Citizen Comment** (If you wish to make comment to the Council, you are encouraged to email your comments prior to the meeting using the instructions above. If you have joined the electronic meeting, use the "raise hand" icon if on a computer or dial *9 to indicate that you would like to make a comment. When it is your turn, the meeting host will unmute you. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives)
6. **Consideration of Approval of the Minutes from the August 18, 2020 West Point City Council Meeting** pg. 65
7. **Consideration of Approval of Resolution No. 09-15-2020A, Approving an Interlocal Agreement with Davis County for Placement of Permanent Ballot Drop Box** – Ms. Casey Arnold pg. 47
8. **Consideration of Acceptance for Further Consideration of an Annexation Petition for Property Located at Approximately 2425 N 6000 W –** Ms. Casey Arnold pg. 57
9. **Consideration of Approval to Authorize the City Manager to Distribute City CARES Act Funds to Davis Education Foundation for the Davis School District Child Care Assistance Grant Program** – Mr. Kyle Laws pg. 53
10. **Consideration of Approval to Place the Bannock Subdivision Phase 2 on Warranty –** Mr. Boyd Davis pg. 78
11. **Consideration of a Request to Simultaneously Develop Bluff View Subdivision Phases 1 and 2 –** Mr. Kyle Laws pg. 79
12. **Consideration of Approval of the Amended Plat for the Bennett Century Farms Subdivision —** Mr. Boyd Davis pg. 83
13. **Motion to Adjourn the General Session**

Posted this 11th day of September, 2020

Casey Arnold

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: 10/06/2020
Administrative Session – 6:00 pm

General Session – 7:00 pm
1. Youth Council Update
2. Consideration of Approval of the September 1st, 2020 West Point City Council Meeting Minutes
3. Consideration of Approval of Resolution No. 10-06-2020A, Accepting a Donation Agreement for the Dahlia Estates Subdivision – Mr. Boyd Davis
4. Consideration of Approval of Ordinance No. 10-06-2020A, Regarding Amendments to WPCC 15.20.165 (Multifamily Developments) Regarding Setback Requirements for Private Driveways and Alleys – Mr. Boyd Davis
   a. Public Hearing
   b. Action

Date: 10/20/2020
Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: 11/17/2020
Administrative Session – 6:00 pm
1. Quarterly Financial Report – Mr. Ryan Harvey
2. Code Enforcement Update – Mr. Bruce Dopp

General Session – 7:00 pm

Date: 12/1/2020
Administrative Session – 6:00 pm

General Session – 7:00 pm
1. Youth Council Update

Date: 12/15/2020
Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: TBD
JOINT MEETING w/ PLANNING COMMISSION – 5:00 PM

WEST POINT CITY
2020 CALENDAR

2020

JANUARY

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

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
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12	13	14	15	16	17	18
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FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
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AUGUST

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30	31					

MARCH

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22	23	24	25	26	27	28
29	30	31				

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
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27	28	29	30			

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
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OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
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MAY

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

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
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29	30					

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
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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		

*UPDATED AS OF August 31, 2020

IMPORTANT DATES

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

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

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

APRIL

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

MAY

5	City Council - 6 PM
7	CEMETERY CLEANING
8-9	SPRING CLEAN UP
8-9	TAKE PRIDE IN WEST POINT
14	Planning Commission - 6 PM
18	Senior Lunch - CANCELED
19	City Council - 6 PM
25	Memorial Day - CLOSED
28	Planning Commission - 6 PM

JUNE

2	City Council - 6 PM
6	MISS WEST POINT ONLINE PAGEANT
11	Planning Commission - 6 PM
15	Senior Lunch - 11:30 AM
16	City Council - 6 PM
25	Planning Commission - 6 PM
30	GENERAL PRIMARY ELECTION

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
21	City Council - 6 PM
23	Planning Commission - 6 PM
24	Pioneer Day - CLOSED

AUGUST

4	City Council - 6 PM
TBD	Summer Party - 6:30 PM
13	Planning Commission - 6 PM
N/A	*Senior Dinner - CANCELED*
N/A	*MOVIE IN THE PARK CANCELED*
18	City Council - 6 PM
27	Planning Commission - 6 PM

SEPTEMBER

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

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

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

City Council Staff Report

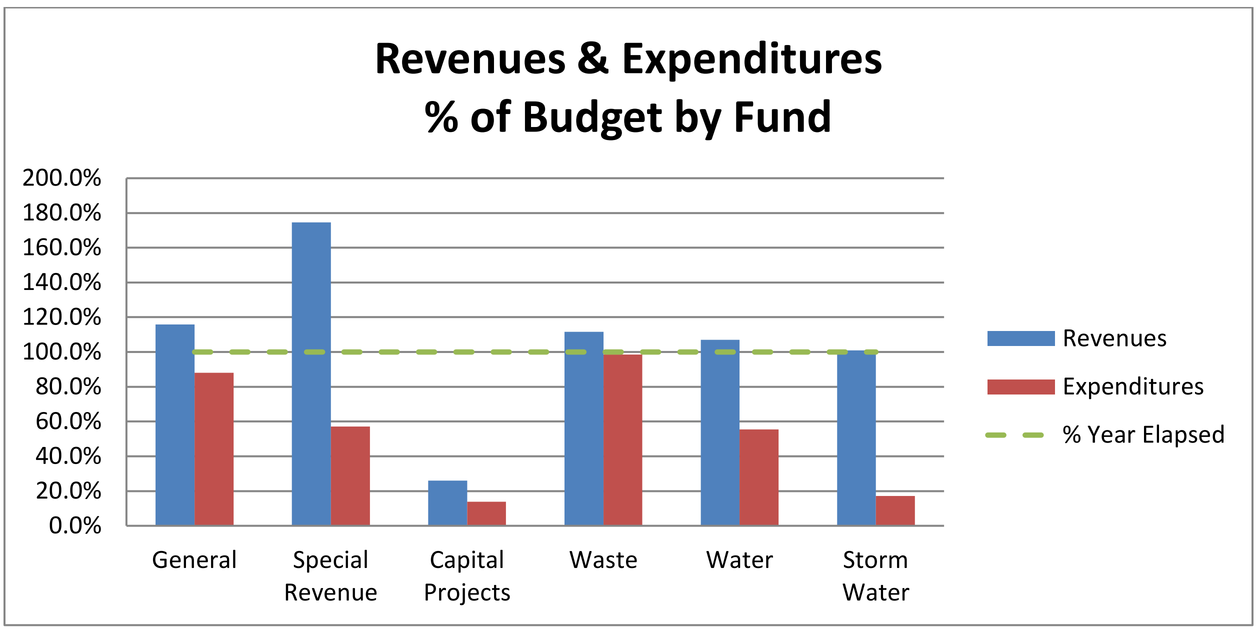
Subject: Quarterly Financial Report (Apr - Jun 2020)
Author: Ryan Harvey
Department: Administrative Services
Date: September 15, 2020

Background

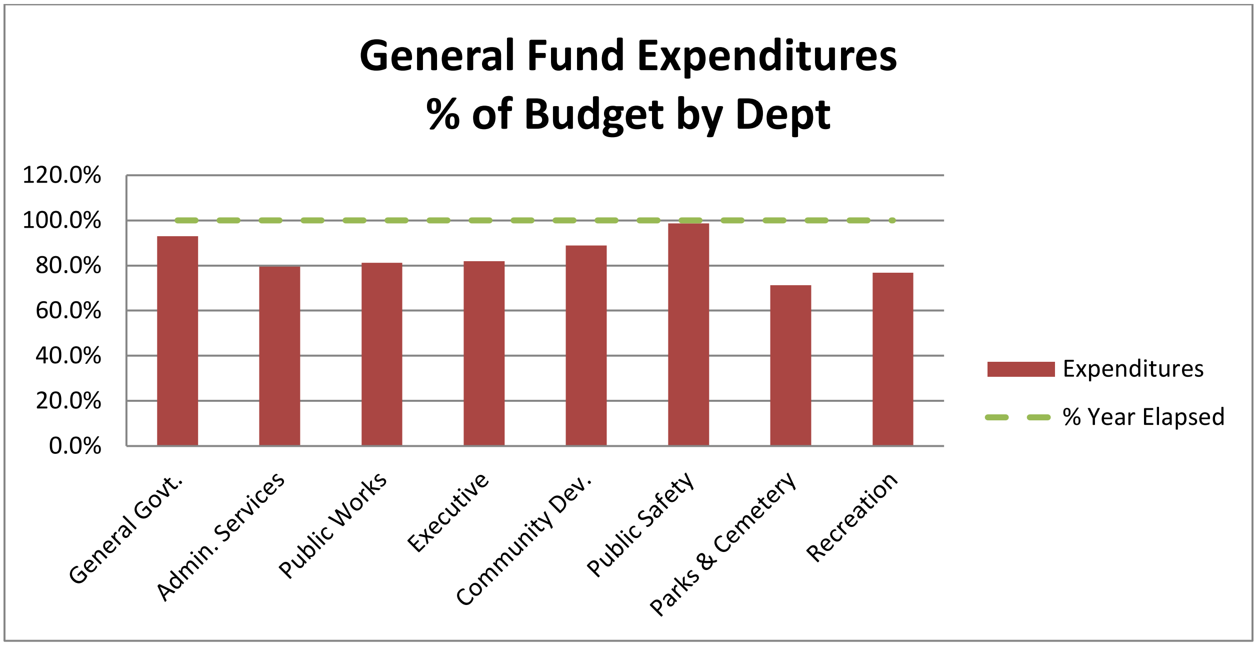
City staff monitors revenues and expenditures on an ongoing basis throughout the year. We issue a quarterly financial report to give the City Council a snapshot of our financial state and as a report on our financial progress for the fiscal year. The attached report contains expenditure, revenue, budget, and balance sheet data for each City fund for the fourth quarter of Fiscal Year 2020, representing April 1 – June 30, 2020. This information is summarized in the graphs below.

Analysis

As shown in the first graph, revenues exceed expenditures in all of the funds. With 100% of the year elapsed, revenues also exceed 100% 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 at or below 100% in each of the funds. The revenues in the Special Revenue Fund are especially high this 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 of the General Fund departments stayed within budget during FY2020.



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 Q4 Financial Statements

West Point City Corporation

FINANCIAL REPORT
As of June 30, 2020

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	Contents	Page Number

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
Jun-20	$ 3,046,676	$ 3,483,556	$ 2,988,092	$ 697,930	$ 1,991,773	$ 1,870,698	$ 115,535	$ 32,934	$ 14,227,194	0.9483%
May-20	2,703,882	3,023,525	2,987,970	709,067	1,970,296	1,864,099	115,535	32,389	13,406,762	1.1947%
Apr-20	2,341,222	3,344,943	3,015,847	711,542	1,923,823	1,859,809	115,535	154,377	13,467,098	1.4399%
Mar-20	3,046,676	3,483,556	2,988,092	697,930	1,991,773	1,870,698	115,535	32,934	14,227,194	1.6627%
Feb-20	2,362,856	2,955,205	3,031,852	843,771	1,882,517	1,845,905	115,535	(3,513)	13,034,128	2.1033%
Jan-20	2,179,025	3,032,244	3,031,504	837,700	1,839,356	1,835,221	115,535	(3,513)	12,867,072	2.2006%
Dec-19	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%
Nov-19	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%
Oct-19	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%
Sept-19	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%
Aug-19	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%
Jul-19	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%
Jun-19	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%
May-19	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%
Apr-19	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%
Mar-19	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%
Feb-19	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%
Jan-19	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%
Dec-18	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%
Nov-18	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%
Oct-18	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%
Sep-18	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%
Aug-18	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%
Jul-18	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%
Jun-18	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%
May-18	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%
Apr-18	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%
Mar-18	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 **100% of the Fiscal Year has Elapsed**

For the Month Ended June 30, 2020

(No Assurance Provided)

Line	GENERAL FUND	March Actual	Year-to-Date Actual	Current Budget	Remaining Budget	Percentage of Budget Used	Page	Comments?
	Revenues:							
1	Taxes:	$ 169,236	$ 2,656,789	$ 2,399,283	$ (257,506)	111%	7	
2	Property Taxes	8,388	539,780	509,283	(30,497)	106%	7	
3	Vehicle - In Lieu of Prop. Tax	3,451	39,355	35,000	(4,355)	112%	7	
4	General Sales and Use Taxes	131,230	1,592,987	1,400,000	(192,987)	114%	7	
5	Cable TV	-	57,357	30,000	(27,357)	191%	7	
6	Energy Sales and Use	22,538	381,270	365,000	(16,270)	104%	7	
7	Telecommunications	3,629	46,040	60,000	13,960	77%	7	
8	Licenses and Permits	19,669	319,803	314,000	(5,803)	102%	7	
9	Intergovernmental	-	426,836	375,000	(51,836)	114%	7	
10	Charges for Services	19,412	117,651	133,000	15,349	88%	7	
11	Miscellaneous	9,442	237,692	23,000	(214,692)	1033%	7	
12	Contributions & Transfers	-	-	800,000	800,000	0%	7	
13	**Total Revenues**	$ 217,759	$ 3,758,771	$ 4,044,283	$ 285,512	93%	8	
	Expenditures:							
14	General Government	$ 5,644	$ 53,972	$ 58,023	$ 4,051	93%	9	
15	Administrative Services	4,925	204,489	257,104	52,615	80%	9	
16	Public Works	30,500	320,596	394,583	73,987	81%	9	
17	Executive	48,756	494,860	604,257	109,397	82%	10	
18	Community Development	37,639	306,813	345,044	38,231	89%	10	
19	Public Safety & Emergency Plan	54,386	364,268	369,231	4,963	99%	11	
20	Parks and Cemetery	22,636	146,956	206,347	59,391	71%	11	
21	Recreation	16,264	245,130	318,912	73,782	77%	11	
22	Transfers, Cont.& Other Uses	74,944	533,836	1,490,782	956,946	36%	12	
23	**Total Expenditures**	$ 295,693	$ 2,670,919	$ 4,044,283	$ 1,373,364	66%	12	
24	**Net Revenue Over/(Under) Expenditures**	$ (77,934)	$ 1,087,852	$ -	$ (1,087,852)		12	

	SPECIAL REVENUE FUND	March Actual	Year-to-Date Actual	Current Budget	Remaining Budget	Percentage of Budget Used	
	Revenues:						
1	Development Fees	$ 43,815	$ 1,228,502	$ 743,031	$ (485,471)	165%	14
2	Other Financing Sources	85,497	556,813	2,387,500	1,830,687		14
3	**Total Revenues**	$ 129,313	$ 1,785,315	$ 3,130,531	$ 1,345,216	57%	14
	Expenditures:						
4	Special Fund Projects	$ 623,225	$ 1,786,874	$ 3,130,531	$ 1,343,657	57%	15
6	**Total Expenditures**	$ 623,225	$ 1,786,874	$ 3,130,531	$ 1,343,657	57%	15
7	**Net Revenue Over (Under) Expenditures**	$ (493,913)	$ (1,559)	$ -	$ 1,559		15

	CAPITAL PROJECTS FUND	March Actual	Year-to-Date Actual	Current Budget	Remaining Budget	Percentage of Budget Used	
	Revenues:						
1	Cemetery Revenue	$ 3,800	$ 43,290	$ 1,401,122	$ 1,357,832	3%	17
2	Other Financing Sources	-	-	1,008,782	1,008,782	0%	17
3	**Total Revenues**	$ 3,800	$ 43,290	$ 2,409,904	$ 2,366,614	2%	17
	Expenditures:						
4	Cap. Proj. Fund Financing Uses	$ 134,457	$ 334,719	$ 2,409,904	$ 2,075,185	14%	18
5	**Total Expenditures**	$ 134,457	$ 334,719	$ 2,409,904	$ 2,075,185	14%	18
6	**Net Revenue Over (Under) Expenditures**	$ (130,657)	$ (291,429)	$ -	$ 291,429		18

West Point City Corporation Financial Summary
For the Month Ended June 30, 2020
(No Assurance Provided)

	WASTE FUND	**March Actual**	**Year-to-Date Actual**	**Current Budget**	**Remaining Budget**	**Percentage of Budget Used**	
	Revenues:						
1	Operating Revenue	$ 144,482	$ 1,834,624	$ 1,720,000	$ (114,624)	107%	20
2	Other Financing Sources	5,982	170,511	97,025	(73,486)	176%	20
3	Transfers	-	-	242,316	242,316	0%	20
4	**Total Revenues**	$ 150,464	$ 2,005,135	$ 2,059,341	$ 54,206	97%	20
	Expenditures:						
5	Primary Operating Expenses	$ 155,556	$ 1,786,124	$ 1,542,964	$ (243,160)	116%	21
6	Material and Supplies	13,993	44,278	40,500	(3,778)	109%	21
7	Waste - Other Expenses	(653)	200,342	455,877	255,535	44%	21
8	Transfers & Contingencies	-	-	20,000	20,000	0%	21
9	**Total Expenditures**	$ 168,896	$ 2,030,745	$ 2,059,341	$ 28,596	99%	22
10	**Net Revenue Over (Under) Expenditures**	$ (18,432)	$ (25,610)	$ -	$ 25,610		22

	WATER FUND	**March Actual**	**Year-to-Date Actual**	**Current Budget**	**Remaining Budget**	**Percentage of Budget Used**	
	Revenues:						
1	Operating Revenue	$ 138,276	$ 1,622,328	$ 1,573,500	$ (48,828)	103%	24
2	Other Financing Sources	1,112	172,180	935,117	762,937	18%	24
3	**Total Revenues**	$ 139,388	$ 1,794,508	$ 2,508,617	$ 714,109	72%	24
	Expenditures:						
4	Primary Operating Expenses	$ 39,211	$ 1,061,167	$ 1,148,049	$ 86,882	92%	25
5	Water - Materials and Supplies	5,183	107,681	124,000	16,319	87%	25
6	Waste - Other Expenses	292	220,597	1,216,568	995,971	18%	25
7	Transfers & Contingencies	-	-	20,000	20,000	0%	25
8	**Total Expenditures**	$ 44,686	$ 1,389,445	$ 2,508,617	$ 1,119,172	55%	26
9	**Net Revenue Over (Under) Expenditures**	$ 94,702	$ 405,062	$ -	$ (405,062)		26

	STORM WATER UTILITY FUND	**March Actual**	**Year-to-Date Actual**	**Current Budget**	**Remaining Budget**	**Percentage of Budget Used**	
	Revenues:						
1	Operating Revenue	$ 15,552	$ 186,105	$ 741,416	$ 555,311	25%	28
2	Other Financing Sources	7,273	116,214	137,500	21,286	85%	28
3	**Total Revenues**	$ 22,825	$ 302,319	$ 878,916	$ 576,597	34%	28
	Expenditures:						
4	Primary Operating Expenses	$ 14,332	$ 132,465	$ 148,887	$ 16,422	89%	29
5	Storm Wtr Utility - Other Exp.	(756)	18,514	710,029	691,515	3%	29
6	Department 90	-	-	20,000	20,000	0%	29
7	**Total Expenditures**	$ 13,576	$ 150,979	$ 878,916	$ 727,937	17%	29
8	**Net Revenue Over (Under) Expenditures**	$ 9,248	$ 151,341	$ -	$ (151,341)		29

	DEBT SERVICE	**March Actual**	**Year-to-Date Actual**	**Current Budget**	**Remaining Budget**	**Percentage of Budget Used**	
	Revenues:						
1	Transfers and Contributions	-	107,000	107,000	-	100%	31
2	**Total Revenues**	$ -	$ 107,000	$ 107,000	$ -	100%	31
	Expenditures:						
3	Funding Uses	$ -	$ 106,147	$ 107,000	$ 853	99%	32
4	**Total Expenditures**	$ -	$ 106,147	$ 107,000	$ 853	99%	32
5	**Net Revenue Over (Under) Expenditures**	$ -	$ 853	$ -	$ (853)		32

West Point City Corporation Financial Summary
For the Month Ended June 30, 2020
(No Assurance Provided)

100% of the Fiscal Year has Elapsed

	CDRA FUND	**March Actual**	**Year-to-Date Actual**	**Current Budget**	**Remaining Budget**	**Percentage of Budget Used**	
	Revenues:						
1	Revenue (Property Tax)	$ 545	$ 158,435	$ 140,000	$ (18,435)	113%	34
2	**Total Revenues**	$ 545	$ 158,435	$ 140,000	$ (18,435)	113%	34
	Expenditures:						
3	Long-term Debt Expense	$ -	$ 107,000	$ 107,000	$ -	100%	35
4	Department 84 Interest Expense	-	29,977	33,000	3,024	91%	35
5	**Total Expenditures**	$ -	$ 136,977	$ 140,000	$ 3,024	98%	35
6	**Net Revenue Over (Under) Expenditures**	$ 545	$ 21,459	$ -	$ (21,459)		35

WEST POINT CITY CORPORATION
COMBINED CASH INVESTMENT
JUNE 30, 2020

COMBINED CASH ACCOUNTS

01-1111	CASH IN CHECKING - ZIONS	1,460,624.09
01-1112	CASH IN CKING - CLASS C - ZION	548,469.12
01-1125	XBP DEPOSIT ACCOUNT	85,532.26
01-1130	CASH IN CHECKING - PTIF ACCT.	12,127,293.04
01-1131	PETTY CASH	750.00
	TOTAL COMBINED CASH	14,222,668.51
01-1185	CASH IN CHECKING - CDRA ACCT	4,525.28
01-1190	CASH ALLOCATION TO OTHER FUNDS	(14,227,193.79)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	3,046,675.70
45	ALLOCATION TO SPECIAL REVENUE FUND	3,483,555.69
48	ALLOCATION TO CAPITAL PROJECTS FUND	2,988,092.40
51	ALLOCATION TO WASTE FUND	697,929.75
55	ALLOCATION TO WATER FUND	1,991,772.70
58	ALLOCATION TO STORM WATER UTILITY FUND	1,870,698.48
70	ALLOCATION TO DEBT SERVICE	115,535.33
85	ALLOCATION TO CDRA FUND	32,933.74
	TOTAL ALLOCATIONS TO OTHER FUNDS	14,227,193.79
	ALLOCATION FROM COMBINED CASH FUND - 01-1190	(14,227,193.79)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

GENERAL FUND

	ASSETS			
10-1190	CASH ALLOCATION TO OTHER FUNDS		3,046,675.70	
10-1361	PROPERTY TAXES DEFERRED		509,283.00	
10-1411	DUE FROM OTHER GOVT. UNITS		413,099.86	
10-1561	PREPAID EXPENSE		40,084.64	
	TOTAL CURRENT ASSETS			4,009,143.20
	TOTAL ASSETS			4,009,143.20
	LIABILITIES AND EQUITY			
	LIABILITIES			
10-2131	ACCOUNTS PAYABLE		67,087.37	
10-2220	PAYROLL TAXES & WITHHOLDINGS		1,571.84	
10-2222	FEDERAL WITHHOLDING PAYABLE		2,455.55	
10-2223	STATE WITHHOLDING PAYABLE		1,524.62	
10-2225	STATE RET & 401(K) PAYABLE		20,019.61	
10-2226	PUBLIC EMPLOYEES HEALTH PROGRA		14,872.77	
10-2228	EMPLOYEES DISABILITIES INS.		154.70	
10-2229	HSA PAYABLE		15,024.98	
10-2233	ULGT - VISION & LTC INS.		151.18	
10-2234	WELLNESS - HEALTH CLUBS		106.92	
10-2245	STATE UNEMPLOYMENT PAYABLE		552.89	
10-2250	WAGES PAYABLE-CLEARING		20,269.09	
10-2255	EXCAVATION BOND PAYABLE		4,120.00	
10-2275	DEFERRED REVENUE		509,283.00	
10-2291	ESCROW ACCOUNTS PAYABLE		1,031,410.83	
10-2410	UNEARNED- CARES ACT		318,362.00	
	TOTAL LIABILITIES			2,006,967.35
	FUND EQUITY			
	UNAPPROPRIATED FUND BALANCE:			
10-2975	NON-SPENDABLE FUNDS	36,581.12		
10-2980	UNASSIGNED FUNDS	877,742.59		
	REVENUE OVER EXPENDITURES - YTD	1,087,852.14		
	BALANCE - CURRENT DATE		2,002,175.85	
	TOTAL FUND EQUITY			2,002,175.85
	TOTAL LIABILITIES AND EQUITY			4,009,143.20

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TAXES					
10-31-10	PROPERTY TAXES	8,387.61	539,779.65	509,283.00	(30,496.65)	106.0
10-31-25	VEHICLE - IN LIEU OF PROP. TAX	3,451.01	39,354.59	35,000.00	(4,354.59)	112.4
10-31-30	GENERAL SALES AND USE TAXES	131,230.34	1,592,986.97	1,400,000.00	(192,986.97)	113.8
10-31-40	CABLE TV	.00	57,356.98	30,000.00	(27,356.98)	191.2
10-31-50	ENERGY SALES AND USE	22,538.39	381,270.36	365,000.00	(16,270.36)	104.5
10-31-60	TELECOMMUNICATIONS	3,629.01	46,040.25	60,000.00	13,959.75	76.7
	TOTAL TAXES	169,236.36	2,656,788.80	2,399,283.00	(257,505.80)	110.7
	LICENSES AND PERMITS					
10-32-10	BUS. LICENSE/COND. USE PERMITS	1,694.00	9,317.00	4,000.00	(5,317.00)	232.9
10-32-21	BUILDING PERMITS	17,974.53	310,349.33	310,000.00	(349.33)	100.1
10-32-25	PUBLIC SAFETY FEES	.00	136.68	.00	(136.68)	.0
	TOTAL LICENSES AND PERMITS	19,668.53	319,803.01	314,000.00	(5,803.01)	101.9
	INTERGOVERNMENTAL REVENUE					
10-33-56	CLASS C ROADS	.00	426,836.24	375,000.00	(51,836.24)	113.8
	TOTAL INTERGOVERNMENTAL REVENUE	.00	426,836.24	375,000.00	(51,836.24)	113.8
	CHARGES FOR SERVICES					
10-34-10	ZONING AND SUBDIVISION FEES	7,900.00	34,125.00	8,000.00	(26,125.00)	426.6
10-34-60	RECREATION FEES	3,280.00	49,426.00	90,000.00	40,574.00	54.9
10-34-78	PARK & CITY HALL RESERVATIONS	890.00	4,150.00	7,000.00	2,850.00	59.3
10-34-79	CITY CELEB. & SPONSORSHIPS	321.00	5,720.90	9,000.00	3,279.10	63.6
10-34-82	CEMETERY INTERMENT	6,950.00	22,850.00	17,000.00	(5,850.00)	134.4
10-34-90	MISC. INCOME & CONCESSIONS	71.18	1,379.03	2,000.00	620.97	69.0
	TOTAL CHARGES FOR SERVICES	19,412.18	117,650.93	133,000.00	15,349.07	88.5
	MISCELLANEOUS REVENUE					
10-36-10	INTEREST EARNINGS	9,442.25	231,767.44	20,000.00	(211,767.44)	1158.8
10-36-20	DONATIONS	.00	2,895.00	2,000.00	(895.00)	144.8
10-36-90	MISCELLANEOUS	.00	3,029.88	1,000.00	(2,029.88)	303.0
	TOTAL MISCELLANEOUS REVENUE	9,442.25	237,692.32	23,000.00	(214,692.32)	1033.4

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	CONTRIBUTIONS & TRANSFERS					
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	217,759.32	3,758,771.30	4,044,283.00	285,511.70	92.9

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	GENERAL GOVERNMENT					
10-41-10	MAYOR AND COUNCIL WAGES	5,016.69	45,616.25	39,600.00	(6,016.25)	115.2
10-41-13	EMPLOYEE BENEFITS	514.48	5,946.09	6,423.00	476.91	92.6
10-41-33	TRAINING AND EDUCATION	113.20	1,309.20	9,000.00	7,690.80	14.6
10-41-35	COMMUNITY SERVICE CONTRACTS	.00	1,100.00	3,000.00	1,900.00	36.7
	TOTAL GENERAL GOVERNMENT	5,644.37	53,971.54	58,023.00	4,051.46	93.0
	ADMINISTRATIVE SERVICES					
10-44-11	SALARIES AND WAGES	11,657.48	102,094.77	109,374.00	7,279.23	93.3
10-44-13	EMPLOYEE BENEFITS	3,499.99	44,028.50	47,830.00	3,801.50	92.1
10-44-20	MILEAGE REIMBURSEMENT	.00	.00	800.00	800.00	.0
10-44-21	BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	532.84	1,000.00	467.16	53.3
10-44-24	POSTAGE	.00	3,115.64	5,000.00	1,884.36	62.3
10-44-25	EQUIPMENT & SUPPLIES	.00	1,552.37	1,000.00	(552.37)	155.2
10-44-26	EQUIPMENT LEASE & MAINTENANCE	1,045.13	8,076.90	16,500.00	8,423.10	49.0
10-44-33	TRAINING & EDUCATION	.00	30.03	4,000.00	3,969.97	.8
10-44-38	AUDITOR & ACCOUNTING SUPPORT	693.00	15,733.27	16,500.00	766.73	95.4
10-44-63	IT SUPPORT & CONTRACTS	.00	4,163.74	7,100.00	2,936.26	58.6
10-44-65	EMERGENCY MANAGEMENT	.00	1,388.10	2,000.00	611.90	69.4
10-44-69	OFFICE SUPPLIES & EXPENSE	263.03	2,671.85	4,000.00	1,328.15	66.8
10-44-75	RISK MANAGEMENT	(12,451.23)	18,810.94	40,000.00	21,189.06	47.0
10-44-95	CREDIT CARD PROCESSING FEES	142.24	1,241.98	1,000.00	(241.98)	124.2
10-44-98	BANK SERVICE CHARGES	75.00	1,047.75	1,000.00	(47.75)	104.8
	TOTAL ADMINISTRATIVE SERVICES	4,924.64	204,488.68	257,104.00	52,615.32	79.5
	PUBLIC WORKS					
10-48-11	SALARIES AND WAGES	10,323.58	109,967.85	140,154.00	30,186.15	78.5
10-48-13	EMPLOYEE BENEFITS & RETIREMENT	4,854.72	67,295.57	97,544.00	30,248.43	69.0
10-48-15	ON CALL PAY	560.00	5,730.17	5,950.00	219.83	96.3
10-48-20	OVERTIME	2,230.66	19,358.00	14,000.00	(5,358.00)	138.3
10-48-23	TRAVEL AND EDUCATION	.00	.00	360.00	360.00	.0
10-48-25	EQUIPMENT, SUPPLIES & MAINT.	319.26	9,114.70	9,000.00	(114.70)	101.3
10-48-26	MUNICIPAL BLDGS. OPER. & MAINT	1,621.35	20,974.58	24,260.00	3,285.42	86.5
10-48-54	PROT. CLOTHING & EQUIPMENT	133.92	3,627.80	3,000.00	(627.80)	120.9
10-48-65	FLEET OPERATIONS & MAINTENANCE	532.29	6,554.35	4,250.00	(2,304.35)	154.2
10-48-67	FLEET FUEL	997.21	7,657.19	12,865.00	5,207.81	59.5
10-48-69	OFFICE SUPPLIES & EXPENSE	.00	187.81	1,300.00	1,112.19	14.5
10-48-70	FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
10-48-75	CROSSWALK POWER	159.68	609.89	900.00	290.11	67.8
10-48-77	PUBLIC FACILITIES HEATING	183.44	5,881.81	5,000.00	(881.81)	117.6
10-48-82	PUBLIC FACILITIES POWER	2,035.29	14,053.04	14,000.00	(53.04)	100.4
10-48-84	STREET LIGHTING PWR & MNT.	6,548.37	49,582.85	52,000.00	2,417.15	95.4
	TOTAL PUBLIC WORKS	30,499.77	320,595.61	394,583.00	73,987.39	81.3

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXECUTIVE					
10-49-11	SALARIES AND WAGES	20,272.03	175,513.30	179,688.00	4,174.70	97.7
10-49-13	EMPLOYEE BENEFITS	7,052.81	82,055.90	108,299.00	26,243.10	75.8
10-49-20	MILEAGE REIMBURSEMENTS	.00	387.44	750.00	362.56	51.7
10-49-21	BOOKS, SUBSCRIP. & MEMBERSHIPS	37.53	1,976.37	3,000.00	1,023.63	65.9
10-49-23	TRAVEL AND EDUCATION	58.93	8,273.34	6,000.00	(2,273.34)	137.9
10-49-24	POSTAGE	.00	.00	320.00	320.00	.0
10-49-25	NEW EQUIPMENT PURCHASE	22.22	19,088.38	17,000.00	(2,088.38)	112.3
10-49-37	ATTORNEY	5,054.00	28,737.86	33,000.00	4,262.14	87.1
10-49-62	MISCELLANEOUS	.00	4,254.64	12,000.00	7,745.36	35.5
10-49-63	IT SUPPORT & CONTRACTS	1,410.10	30,179.22	36,000.00	5,820.78	83.8
10-49-65	EMP. AWARDS, REC. & EVENTS	1,594.86	12,639.11	13,000.00	360.89	97.2
10-49-66	EDUCATION REIMB. PROGRAM	.00	3,500.00	6,000.00	2,500.00	58.3
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	327.63	4,178.05	5,000.00	821.95	83.6
10-49-70	CELLULAR & RADIO SERV. & EQUIP	1,607.19	8,750.47	12,000.00	3,249.53	72.9
10-49-72	LEGAL ADVERTISING	739.75	5,306.50	9,000.00	3,693.50	59.0
10-49-80	UTAH LEAGUE MEMBERSHIP	.00	5,446.40	5,500.00	53.60	99.0
10-49-82	CITY NEWSLETTER	358.30	4,299.60	4,500.00	200.40	95.6
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	554.50	4,982.10	8,000.00	3,017.90	62.3
10-49-89	ELECTIONS	.00	17,333.57	20,000.00	2,666.43	86.7
10-49-90	CITY CELEBRATIONS & EVENTS	1,385.59	53,167.04	73,500.00	20,332.96	72.3
10-49-91	YOUTH COUNCIL	532.47	5,188.46	8,000.00	2,811.54	64.9
10-49-92	MISS WEST POINT PAGEANT	7,748.06	18,354.64	18,900.00	545.36	97.1
10-49-93	SENIOR PROGRAM	.00	895.93	2,500.00	1,604.07	35.8
10-49-94	COMMUNITY GARDEN	.00	.00	300.00	300.00	.0
	TOTAL EXECUTIVE	48,755.97	494,860.31	604,257.00	109,396.69	81.9
	COMMUNITY DEVELOPMENT					
10-52-11	SALARIES AND WAGES	20,376.66	181,812.68	182,693.00	880.32	99.5
10-52-13	EMPLOYEE BENEFITS & RETIREMENT	6,063.52	79,220.53	93,701.00	14,480.47	84.6
10-52-21	BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	674.50	750.00	75.50	89.9
10-52-23	TRAVEL, EDUCATION & CERTIFICAT	.00	4,060.42	4,000.00	(60.42)	101.5
10-52-25	EQUIPMENT & SUPPLIES	259.26	4,170.14	6,500.00	2,329.86	64.2
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	10,430.00	32,060.00	34,000.00	1,940.00	94.3
10-52-63	IT SUPPORT & CONTRACTS	.00	.00	10,400.00	10,400.00	.0
10-52-65	STATE BUILDING SURCHARGE	459.10	2,945.77	1,000.00	(1,945.77)	294.6
10-52-68	PLANNING COMM/BOARD OF ADJ.	50.00	1,612.54	3,000.00	1,387.46	53.8
10-52-69	OFFICE SUPPLIES & EXPENSE	.00	256.39	500.00	243.61	51.3
10-52-85	CODE ENFORCEMENT	.00	.00	4,000.00	4,000.00	.0
	TOTAL COMMUNITY DEVELOPMENT	37,638.54	306,812.97	345,044.00	38,231.03	88.9

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC SAFETY & EMERGENCY PLAN					
10-54-11	CROSSING GUARDS	.00	28,191.05	45,882.00	17,690.95	61.4
10-54-13	EMPLOYEE BENEFITS & RETIREMENT	.00	2,722.80	4,549.00	1,826.20	59.9
10-54-15	CROSSING GUARD SUPPLIES/EQUIP.	.00	1,157.71	1,000.00	(157.71)	115.8
10-54-60	ANIMAL CONTROL	10,585.90	48,129.92	43,000.00	(5,129.92)	111.9
10-54-62	POLICE SERVICES	43,800.00	275,322.42	262,000.00	(13,322.42)	105.1
10-54-65	NARCOTICS STRIKE FORCE	.00	8,743.68	8,800.00	56.32	99.4
10-54-75	HOMETOWN SECURITY (EPRT)	.00	.00	4,000.00	4,000.00	.0
	TOTAL PUBLIC SAFETY & EMERGENCY PLAN	54,385.90	364,267.58	369,231.00	4,963.42	98.7
	PARKS AND CEMETERY					
10-70-11	SALARIES AND WAGES	9,958.20	47,991.37	103,766.00	55,774.63	46.3
10-70-13	EMPLOYEE BENEFITS & RETIREMENT	1,060.76	5,711.40	10,281.00	4,569.60	55.6
10-70-20	UNIFORMS	300.00	300.00	600.00	300.00	50.0
10-70-25	EQUIPMENT & SUPPLIES	265.21	12,863.35	14,000.00	1,136.65	91.9
10-70-26	BUILDING AND GROUNDS	10,602.18	72,523.72	68,600.00	(3,923.72)	105.7
10-70-29	PARK & CEMETERY LIGHTS	449.27	3,846.65	3,400.00	(446.65)	113.1
10-70-61	MISC. SERVICES AND SUPPLIES	.00	.00	1,200.00	1,200.00	.0
10-70-69	OFFICE SUPPLIES & EXPENSE	.00	44.71	500.00	455.29	8.9
10-70-70	GATEWAYS & PUBLIC PROPERTIES	.00	3,675.23	4,000.00	324.77	91.9
	TOTAL PARKS AND CEMETERY	22,635.62	146,956.43	206,347.00	59,390.57	71.2
	RECREATION					
10-71-11	SALARIES AND WAGES	11,871.58	121,803.93	143,794.00	21,990.07	84.7
10-71-13	EMPLOYEE BENEFITS & RETIREMENT	4,328.85	61,222.22	76,168.00	14,945.78	80.4
10-71-20	RECREATION PROGRAM MARKETING	.00	503.36	1,000.00	496.64	50.3
10-71-23	TRAVEL & EDUCATION	.00	395.00	400.00	5.00	98.8
10-71-26	BUILDING AND GROUNDS	63.78	78.78	2,300.00	2,221.22	3.4
10-71-30	BACKGROUND CHECKS	.00	509.05	2,000.00	1,490.95	25.5
10-71-60	SOCCER	.00	10,042.95	12,000.00	1,957.05	83.7
10-71-67	JUNIOR JAZZ	.00	4,709.31	18,000.00	13,290.69	26.2
10-71-68	FOOTBALL	.00	18,361.36	34,500.00	16,138.64	53.2
10-71-69	OFFICE SUPPLIES & EXPENSE	.00	344.74	250.00	(94.74)	137.9
10-71-71	BASEBALL/SOFTBALL	.00	25,559.54	20,500.00	(5,059.54)	124.7
10-71-73	VOLLEYBALL	.00	1,599.56	3,000.00	1,400.44	53.3
10-71-74	TENNIS	.00	.00	5,000.00	5,000.00	.0
	TOTAL RECREATION	16,264.21	245,129.80	318,912.00	73,782.20	76.9

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TRANSFERS, CONT. & OTHER USES					
10-90-63	CLASS C TRANS. TO SPECIAL REV.	74,943.83	426,836.24	375,000.00	(51,836.24)	113.8
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	74,943.83	533,836.24	1,490,782.00	956,945.76	35.8
	TOTAL FUND EXPENDITURES	295,692.85	2,670,919.16	4,044,283.00	1,373,363.84	66.0
	NET REVENUE OVER EXPENDITURES	(77,933.53)	1,087,852.14	.00	(1,087,852.14)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

SPECIAL REVENUE FUND

	ASSETS			
45-1190	CASH - ALLOCATION TO OTHER FUN		3,483,555.69	
45-1411	DUE FROM OTHER GOVT. UNITS		19,360.27	
	TOTAL CURRENT ASSETS			3,502,915.96
	TOTAL ASSETS			3,502,915.96
	LIABILITIES AND EQUITY			
	LIABILITIES			
45-2131	ACCOUNTS PAYABLE		953,943.75	
	TOTAL LIABILITIES			953,943.75
	FUND EQUITY			
	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	(1,559.06)		
	BALANCE - CURRENT DATE		2,548,972.21	
	TOTAL FUND EQUITY			2,548,972.21
	TOTAL LIABILITIES AND EQUITY			3,502,915.96

SPECIAL REVENUE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	DEVELOPMENT FEES					
45-30-57	ROAD IMPACT FEES	9,174.00	261,576.13	114,675.00	(146,901.13)	228.1
45-30-70	PARK AND TRAILS IMPACT FEES	14,285.16	354,231.36	178,565.00	(175,666.36)	198.4
45-30-75	NORTH DAVIS SEWER IMPACT FEES	19,536.00	586,502.00	244,200.00	(342,302.00)	240.2
45-30-80	N.D. FIRE IMPACT FEES	820.08	26,192.08	10,401.00	(15,791.08)	251.8
45-30-99	BEGINNING BALANCE	.00	.00	195,190.00	195,190.00	.0
	TOTAL DEVELOPMENT FEES	43,815.24	1,228,501.57	743,031.00	(485,470.57)	165.3
	OTHER FINANCING SOURCES					
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	74,943.83	426,836.24	375,000.00	(51,836.24)	113.8
45-33-93	LOCAL OPTION ROADS	10,553.61	127,595.87	100,000.00	(27,595.87)	127.6
	TOTAL OTHER FINANCING SOURCES	85,497.44	556,812.97	2,387,500.00	1,830,687.03	23.3
	TOTAL FUND REVENUE	129,312.68	1,785,314.54	3,130,531.00	1,345,216.46	57.0

SPECIAL REVENUE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SPECIAL FUND PROJECTS					
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	32,200.00	586,410.00	244,200.00	(342,210.00)	240.1
45-51-85	N.D. FIRE IMPACT FEES	1,066.80	27,328.28	10,401.00	(16,927.28)	262.8
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	76,709.44	275,823.16	484,624.00	208,800.84	56.9
45-51-97	ROAD & SIDEWALK GRANT PROJECTS	513,249.08	883,312.16	1,965,286.00	1,081,973.84	45.0
	TOTAL SPECIAL FUND PROJECTS	623,225.32	1,786,873.60	3,130,531.00	1,343,657.40	57.1
	TOTAL FUND EXPENDITURES	623,225.32	1,786,873.60	3,130,531.00	1,343,657.40	57.1
	NET REVENUE OVER EXPENDITURES	(493,912.64)	(1,559.06)	.00	1,559.06	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

CAPITAL PROJECTS FUND

	ASSETS			
48-1190	CASH ALLOCATION TO OTHER FUNDS		2,988,092.40	
	TOTAL CURRENT ASSETS			2,988,092.40
	TOTAL ASSETS			2,988,092.40
	LIABILITIES AND EQUITY			
	LIABILITIES			
48-2131	ACCOUNTS PAYABLE		130,778.78	
	TOTAL LIABILITIES			130,778.78
	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	(291,429.14)		
	BALANCE - CURRENT DATE		2,857,313.62	
	TOTAL FUND EQUITY			2,857,313.62
	TOTAL LIABILITIES AND EQUITY			2,988,092.40

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2020

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUE					
48-30-45	CEMETERY PERMIT & PERPET. CARE	3,800.00	43,290.00	166,752.00	123,462.00	26.0
48-30-90	BEGINNING BALANCE	.00	.00	1,234,370.00	1,234,370.00	.0
	TOTAL REVENUE	3,800.00	43,290.00	1,401,122.00	1,357,832.00	3.1
	OTHER FINANCING SOURCES					
48-33-10	TRANSFER FROM GENERAL FUND	.00	.00	1,008,782.00	1,008,782.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	1,008,782.00	1,008,782.00	.0
	TOTAL FUND REVENUE	3,800.00	43,290.00	2,409,904.00	2,366,614.00	1.8

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CAP. PROJ. FUND FINANCING USES					
48-51-15	BUILDINGS	39,083.51	67,071.23	103,165.00	36,093.77	65.0
48-51-20	ROAD PROJECTS	95,373.35	122,480.32	962,357.00	839,876.68	12.7
48-51-25	PARK IMPROVEMENT PROJECTS	.00	24,162.90	722,515.00	698,352.10	3.3
48-51-43	CAPITAL EQUIPMENT REPLACEMENT	.00	76,163.69	52,337.00	(23,826.69)	145.5
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	134,456.86	334,719.14	2,409,904.00	2,075,184.86	13.9
	TOTAL FUND EXPENDITURES	134,456.86	334,719.14	2,409,904.00	2,075,184.86	13.9
	NET REVENUE OVER EXPENDITURES	(130,656.86)	(291,429.14)	.00	291,429.14	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

WASTE FUND

	ASSETS			
51-1075	UTILITY CASH CLEARING		(35.48)	
51-1190	CASH-ALLOCATION FROM GEN.FUND		697,929.75	
51-1311	WASTE ACCOUNTS RECEIVABLE		163,064.56	
51-1312	ALLOWANCE FOR BAD DEBTS		(4,663.92)	
51-1411	DUE FROM OTHER GOVERNMENT		6,271.20	
51-1502	DEFERRED OUTFLOWS - PENSION		37,101.00	
51-1561	PREPAID EXPENSES		13,742.19	
	TOTAL CURRENT ASSETS			913,409.30
	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
	TOTAL ASSETS			3,773,605.93
	LIABILITIES AND EQUITY			
	LIABILITIES			
51-2131	ACCOUNTS PAYABLE		102,821.00	
51-2140	CUSTOMER DEPOSITS PAYABLE		17,700.00	
51-2141	COMPENSATED ABSENCES PAYABLE		19,893.32	
51-2201	NET PENSION LIABILITY		73,409.00	
51-2202	DEFERRED INFLOWS - PENSION		5,302.00	
51-2250	WAGES PAYABLE		3,678.89	
	TOTAL LIABILITIES			222,804.21
	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	(25,610.13)		
	BALANCE - CURRENT DATE		3,550,801.72	
	TOTAL FUND EQUITY			3,550,801.72
	TOTAL LIABILITIES AND EQUITY			3,773,605.93

WASTE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	OPERATING REVENUE					
51-37-17	PENALTIES	.00	15,127.50	20,000.00	4,872.50	75.6
51-37-26	SEWER FEES	80,501.72	1,069,381.56	1,000,000.00	(69,381.56)	106.9
51-37-50	GARBAGE COLLECTION FEES	43,490.40	510,595.84	480,000.00	(30,595.84)	106.4
51-37-60	GREENWASTE COLLECTION FEES	9,556.01	110,855.18	100,000.00	(10,855.18)	110.9
51-37-70	RECYCLE COLLECTION FEES	10,933.49	128,663.89	120,000.00	(8,663.89)	107.2
	TOTAL OPERATING REVENUE	144,481.62	1,834,623.97	1,720,000.00	(114,623.97)	106.7
	OTHER FINANCING SOURCES					
51-38-05	SEWER IMPACT FEES	4,962.00	158,950.98	62,025.00	(96,925.98)	256.3
51-38-15	CAN PURCHASE	1,020.00	11,560.00	5,000.00	(6,560.00)	231.2
51-38-80	INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
51-38-99	PENSION	.00	.00	20,000.00	20,000.00	.0
	TOTAL OTHER FINANCING SOURCES	5,982.00	170,510.98	97,025.00	(73,485.98)	175.7
	TRANSFERS					
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
	TOTAL TRANSFERS	.00	.00	242,316.00	242,316.00	.0
	TOTAL FUND REVENUE	150,463.62	2,005,134.95	2,059,341.00	54,206.05	97.4

WASTE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PRIMARY OPERATING EXPENSES					
51-81-11	SALARIES AND WAGES	13,955.78	157,786.38	167,491.00	9,704.62	94.2
51-81-13	BENEFITS AND BONUS	5,549.70	73,988.32	97,898.00	23,909.68	75.6
51-81-15	ON CALL PAY	80.00	818.16	850.00	31.84	96.3
51-81-20	OVERTIME	.00	52.11	2,000.00	1,947.89	2.6
51-81-27	LIFT STATION PUMPS	286.81	1,536.87	2,400.00	863.13	64.0
51-81-42	GARBAGE	32,505.59	452,930.21	363,000.00	(89,930.21)	124.8
51-81-43	GREENWASTE	12,121.34	103,276.71	98,000.00	(5,276.71)	105.4
51-81-44	RECYCLING	20,780.28	126,064.98	88,000.00	(38,064.98)	143.3
51-81-49	SEWER COLLECTION AND DISPOSAL	70,670.50	827,384.54	668,000.00	(159,384.54)	123.9
51-81-55	SEWER MAINTENANCE AND REPAIR	(1,128.59)	26,091.92	30,000.00	3,908.08	87.0
51-81-63	IT SUPPORT & CONTRACTS	734.38	15,721.22	23,825.00	8,103.78	66.0
51-81-65	UTILITY REFUNDS	.00	472.89	1,500.00	1,027.11	31.5
	TOTAL PRIMARY OPERATING EXPENSES	155,555.79	1,786,124.31	1,542,964.00	(243,160.31)	115.8
	MATERIALS AND SUPPLIES					
51-82-24	UTILITY BILLS - POSTAGE/EQUIP.	718.28	8,778.32	11,000.00	2,221.68	79.8
51-82-47	CAN PURCHASE	13,275.00	35,500.00	27,000.00	(8,500.00)	131.5
51-82-60	TRAVEL AND EDUCATION	.00	.00	1,500.00	1,500.00	.0
51-82-61	MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	1,000.00	1,000.00	.0
	TOTAL MATERIALS AND SUPPLIES	13,993.28	44,278.32	40,500.00	(3,778.32)	109.3
	WASTE - OTHER EXPENSES					
51-84-05	SEWER IMPACT FEE PROJECTS	.00	168,316.00	148,585.00	(19,731.00)	113.3
51-84-20	RISK MANAGEMENT	(2,829.83)	5,513.94	10,000.00	4,486.06	55.1
51-84-30	DEPRECIATION	.00	.00	85,000.00	85,000.00	.0
51-84-35	CREDIT CARD PROCESSING FEES	793.28	9,540.23	8,100.00	(1,440.23)	117.8
51-84-39	AUDITOR & ACCOUNTING SUPPORT	252.00	5,498.00	6,000.00	502.00	91.6
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	112.50	1,600.14	181,515.00	179,914.86	.9
51-84-84	BLUE STAKES	520.04	2,944.55	1,000.00	(1,944.55)	294.5
51-84-90	FLEET	498.60	3,828.59	8,000.00	4,171.41	47.9
	TOTAL WASTE - OTHER EXPENSES	(653.41)	200,342.45	455,877.00	255,534.55	44.0
	TRANSFERS & CONTINGENCIES					
51-90-99	PENSION	.00	.00	20,000.00	20,000.00	.0
	TOTAL TRANSFERS & CONTINGENCIES	.00	.00	20,000.00	20,000.00	.0

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	168,895.66	2,030,745.08	2,059,341.00	28,595.92	98.6
NET REVENUE OVER EXPENDITURES	(18,432.04)	(25,610.13)	.00	25,610.13	.0

WATER FUND

	ASSETS			
55-1190	CASH-ALLOCATION FROM GEN. FUND		1,991,772.70	
55-1311	WATER ACCOUNTS RECEIVABLE		117,183.79	
55-1312	ALLOWANCE FOR BAD DEBTS		(3,000.00)	
55-1502	DEFERRED OUTFLOWS - PENSION		39,994.00	
55-1561	PREPAID EXPENSES		13,242.42	
	TOTAL CURRENT ASSETS			2,159,192.91
	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
	TOTAL ASSETS			6,255,446.06
	LIABILITIES AND EQUITY			
	LIABILITIES			
55-2131	ACCOUNTS PAYABLE		5,094.54	
55-2140	CUSTOMER DEPOSITS PAYABLE		129,390.00	
55-2141	COMPENSATED ABSENCES PAYABLE		22,787.85	
55-2201	NET PENSION LIABILITY		77,765.00	
55-2202	DEFERRED INFLOWS - PENSION		5,176.00	
55-2250	WAGES PAYABLE		4,220.71	
	TOTAL LIABILITIES			244,434.10
	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	405,062.34		
	BALANCE - CURRENT DATE		6,011,011.96	
	TOTAL FUND EQUITY			6,011,011.96
	TOTAL LIABILITIES AND EQUITY			6,255,446.06

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	OPERATING REVENUE					
55-37-11	METERED WATER SALES	68,905.43	771,619.78	750,000.00	(21,619.78)	102.9
55-37-13	SECONDARY WATER SALES	68,835.79	816,593.12	790,000.00	(26,593.12)	103.4
55-37-14	CONNECTION FEES - WATER	350.00	20,500.00	15,000.00	(5,500.00)	136.7
55-37-17	PENALTIES	184.50	13,614.75	18,500.00	4,885.25	73.6
	TOTAL OPERATING REVENUE	138,275.72	1,622,327.65	1,573,500.00	(48,827.65)	103.1
	OTHER FINANCING SOURCES					
55-38-05	WATER IMPACT FEES	1,112.00	172,180.00	83,400.00	(88,780.00)	206.5
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
	TOTAL OTHER FINANCING SOURCES	1,112.00	172,180.00	935,117.00	762,937.00	18.4
	TOTAL FUND REVENUE	139,387.72	1,794,507.65	2,508,617.00	714,109.35	71.5

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PRIMARY OPERATING EXPENSES					
55-81-11	SALARIES AND WAGES	15,354.69	181,322.89	192,698.00	11,375.11	94.1
55-81-13	BENEFITS AND BONUS	6,501.78	87,147.39	114,511.00	27,363.61	76.1
55-81-15	ON CALL PAY	160.00	1,636.34	1,700.00	63.66	96.3
55-81-20	OVERTIME	115.88	1,669.14	4,000.00	2,330.86	41.7
55-81-28	WELLS & WATER TANK POWER	901.12	6,583.17	11,500.00	4,916.83	57.2
55-81-35	HOOPER WATER DISTRICT	.00	855.00	1,500.00	645.00	57.0
55-81-41	WATER MAINTENANCE	13,862.24	42,494.59	18,000.00	(24,494.59)	236.1
55-81-42	WATER SAMPLE TESTING	648.00	4,054.13	5,000.00	945.87	81.1
55-81-43	SECONDARY WATER	1,160.05	720,612.10	770,000.00	49,387.90	93.6
55-81-45	REGISTRATION & OTHER EXPENSES	.00	160.00	1,000.00	840.00	16.0
55-81-60	TRAVEL AND EDUCATION	.00	1,630.71	4,140.00	2,509.29	39.4
55-81-63	IT SUPPORT & CONTRACTS	506.98	13,001.24	24,000.00	10,998.76	54.2
	TOTAL PRIMARY OPERATING EXPENSES	39,210.74	1,061,166.70	1,148,049.00	86,882.30	92.4
	WATER - MATERIALS AND SUPPLIES					
55-82-24	UTILITY BILLS - POSTAGE/EQUIP	718.30	8,778.33	8,250.00	(528.33)	106.4
55-82-47	MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	750.00	750.00	.0
55-82-50	WATER METERS	4,464.95	98,902.97	115,000.00	16,097.03	86.0
	TOTAL WATER - MATERIALS AND SUPPLIES	5,183.25	107,681.30	124,000.00	16,318.70	86.8
	WATER - OTHER EXPENSES					
55-84-05	WATER SYSTEM IMPACT FEE PROJ.	.00	.00	800,430.00	800,430.00	.0
55-84-20	RISK MANAGEMENT	(2,641.17)	5,146.34	10,000.00	4,853.66	51.5
55-84-30	DEPRECIATION	.00	.00	80,000.00	80,000.00	.0
55-84-33	CAPITAL PROJECTS & EXPENDITURE	276.80	1,048.93	80,916.00	79,867.07	1.3
55-84-35	CREDIT CARD PROCESSING FEES	848.62	10,205.85	8,800.00	(1,405.85)	116.0
55-84-38	AUDITOR & ACCOUNTING SUPPORT	252.00	5,498.00	6,000.00	502.00	91.6
55-84-40	WATER PURCHASE - WEBER BASIN	.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	683.05	1,487.16	1,500.00	12.84	99.1
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	872.55	6,700.03	15,000.00	8,299.97	44.7
	TOTAL WATER - OTHER EXPENSES	291.85	220,597.31	1,216,568.00	995,970.69	18.1
	TRANSFERS & CONTINGENCIES					
55-90-99	PENSION	.00	.00	20,000.00	20,000.00	.0
	TOTAL TRANSFERS & CONTINGENCIES	.00	.00	20,000.00	20,000.00	.0

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	44,685.84	1,389,445.31	2,508,617.00	1,119,171.69	55.4
NET REVENUE OVER EXPENDITURES	94,701.88	405,062.34	.00	(405,062.34)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

STORM WATER UTILITY FUND

	ASSETS			
58-1190	CASH-ALLOCATION FROM GEN. FUND		1,870,698.48	
58-1311	STORM WATER ACCTS. RECEIVABLE		17,213.57	
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	
58-1561	PREPAID EXPENSES		2,498.85	
	TOTAL CURRENT ASSETS			1,908,866.90
	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			6,004,742.94
	LIABILITIES AND EQUITY			
	LIABILITIES			
58-2131	ACCOUNTS PAYABLE		118.82	
58-2141	COMPENSATED ABSENCES PAYABLE		9,305.70	
58-2201	NET PENSION LIABILITY		32,977.00	
58-2202	DEFERRED INFLOWS - PENSION		3,010.00	
58-2250	WAGES PAYABLE		1,468.15	
	TOTAL LIABILITIES			46,879.67
	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	151,340.91		
	BALANCE - CURRENT DATE		5,957,863.27	
	TOTAL FUND EQUITY			5,957,863.27
	TOTAL LIABILITIES AND EQUITY			6,004,742.94

STORM WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	OPERATING REVENUE					
58-37-11	STORM SYS. MAINT. & CONST. FEE	15,531.19	184,592.29	180,000.00	(4,592.29)	102.6
58-37-17	PENALTIES	20.50	1,512.75	2,000.00	487.25	75.6
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	15,551.69	186,105.04	741,416.00	555,310.96	25.1
	OTHER FINANCING SOURCES					
58-38-05	STORM WATER IMPACT FEES	7,272.92	116,214.43	97,500.00	(18,714.43)	119.2
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	7,272.92	116,214.43	137,500.00	21,285.57	84.5
	TOTAL FUND REVENUE	22,824.61	302,319.47	878,916.00	576,596.53	34.4

STORM WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PRIMARY OPERATING EXPENSES					
58-81-11	SALARIES AND WAGES	5,726.72	62,672.06	67,757.00	5,084.94	92.5
58-81-13	BENEFITS	2,193.57	28,754.30	39,530.00	10,775.70	72.7
58-81-27	STORM SYS. MAINT. & REPAIR	1,497.08	21,356.53	11,000.00	(10,356.53)	194.2
58-81-28	CONSTRUCTION	.00	.00	10,000.00	10,000.00	.0
58-81-34	CREDIT CARD FEES	110.69	1,331.20	1,100.00	(231.20)	121.0
58-81-40	SWEEPING & PREVENTATIVE CARE	4,803.98	16,535.82	12,000.00	(4,535.82)	137.8
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
	TOTAL PRIMARY OPERATING EXPENSES	14,332.04	132,464.91	148,887.00	16,422.09	89.0
	STORM WTR UTILITY - OTHER EXP.					
58-84-05	STORM SYSTEM IMPACT FEE PROJ.	.00	4,846.25	270,990.00	266,143.75	1.8
58-84-20	RISK MANAGEMENT	(943.27)	1,838.00	3,500.00	1,662.00	52.5
58-84-30	DEPRECIATION	.00	.00	64,000.00	64,000.00	.0
58-84-38	AUDITOR & ACCOUNTING SUPPORT	63.00	1,374.50	1,500.00	125.50	91.6
58-84-44	VEHICLE REPLACEMENT	.00	4,651.50	7,149.00	2,497.50	65.1
58-84-83	CAPITAL PROJECTS	.00	4,846.25	360,390.00	355,543.75	1.3
58-84-90	FLEET EXPENSE	124.65	957.15	2,500.00	1,542.85	38.3
	TOTAL STORM WTR UTILITY - OTHER EXP.	(755.62)	18,513.65	710,029.00	691,515.35	2.6
	DEPARTMENT 90					
58-90-99	PENSION	.00	.00	20,000.00	20,000.00	.0
	TOTAL DEPARTMENT 90	.00	.00	20,000.00	20,000.00	.0
	TOTAL FUND EXPENDITURES	13,576.42	150,978.56	878,916.00	727,937.44	17.2
	NET REVENUE OVER EXPENDITURES	9,248.19	151,340.91	.00	(151,340.91)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

DEBT SERVICE

	ASSETS			
70-1190	CASH ALLOCATION TO OTHER FUNDS		115,535.33	
	TOTAL CURRENT ASSETS			115,535.33
	TOTAL ASSETS			115,535.33
	LIABILITIES AND EQUITY			
	FUND EQUITY			
	UNAPPROPRIATED FUND BALANCE:			
70-2980	UNASSIGNED FUNDS	1,113.26		
70-2990	RESTRICTED FOR DEBT SERVICE	113,569.37		
	REVENUE OVER EXPENDITURES - YTD	852.70		
	BALANCE - CURRENT DATE		115,535.33	
	TOTAL FUND EQUITY			115,535.33
	TOTAL LIABILITIES AND EQUITY			115,535.33

DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TRANSFERS AND CONTRIBUTIONS					
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

DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FUNDING USES					
70-84-10	DEBT SERVICE - CITY HALL	.00	101,000.00	101,000.00	.00	100.0
70-84-15	INTEREST ON BONDS	.00	5,147.30	6,000.00	852.70	85.8
	TOTAL FUNDING USES	.00	106,147.30	107,000.00	852.70	99.2
	TOTAL FUND EXPENDITURES	.00	106,147.30	107,000.00	852.70	99.2
	NET REVENUE OVER EXPENDITURES	.00	852.70	.00	(852.70)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

CDRA FUND

	ASSETS			
85-1190	CASH ALLOCATION TO OTHER FUNDS		32,933.74	
85-1361	PROPERTY TAXES DEFERRED		144,892.00	
	TOTAL CURRENT ASSETS			177,825.74
	TOTAL ASSETS			177,825.74
	LIABILITIES AND EQUITY			
	LIABILITIES			
85-2275	DEFERRED REVENUE		144,892.00	
	TOTAL LIABILITIES			144,892.00
	FUND EQUITY			
	UNAPPROPRIATED FUND BALANCE:			
85-2980	UNASSIGNED FUNDS	11,475.24		
	REVENUE OVER EXPENDITURES - YTD	21,458.50		
	BALANCE - CURRENT DATE		32,933.74	
	TOTAL FUND EQUITY			32,933.74
	TOTAL LIABILITIES AND EQUITY			177,825.74

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2020

CDRA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUE					
85-31-10	PROPERTY TAX INCREMENT	.00	157,890.00	140,000.00	(17,890.00)	112.8
	TOTAL REVENUE	.00	157,890.00	140,000.00	(17,890.00)	112.8
	SOURCE 38					
85-38-80	INTEREST EARNINGS	545.00	545.00	.00	(545.00)	.0
	TOTAL SOURCE 38	545.00	545.00	.00	(545.00)	.0
	TOTAL FUND REVENUE	545.00	158,435.00	140,000.00	(18,435.00)	113.2

CDRA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
85-44-65	LONG-TERM DEBT EXPENSE	.00	107,000.00	107,000.00	.00	100.0
	TOTAL EXPENDITURES	.00	107,000.00	107,000.00	.00	100.0
	DEPARTMENT 84					
85-84-15	INTEREST EXPENSE	.00	29,976.50	33,000.00	3,023.50	90.8
	TOTAL DEPARTMENT 84	.00	29,976.50	33,000.00	3,023.50	90.8
	TOTAL FUND EXPENDITURES	.00	136,976.50	140,000.00	3,023.50	97.8
	NET REVENUE OVER EXPENDITURES	545.00	21,458.50	.00	(21,458.50)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

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			25,688,056.13
	TOTAL ASSETS			25,688,056.13

LIABILITIES AND EQUITY

FUND EQUITY

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

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2020

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		937,000.00	
92-2141	COMPENSATED ABSCENCES PAYABLE		78,037.31	
92-2201	NET PENSION LIABILITY		339,194.00	
92-2202	DEFERRED INFLOWS OF RESOURCES		26,662.00	
92-2551	ACCRUED INTEREST PAYABLE		4,258.00	
	TOTAL LIABILITIES			1,385,151.31
	FUND EQUITY			
	UNAPPROPRIATED FUND BALANCE:			
92-2980	AMT TO BE PROVIDED FOR LT DEBT	(1,399,870.36)		
	REVENUE OVER EXPENDITURES - YTD	194,646.05		
	BALANCE - CURRENT DATE		(1,205,224.31)	
	TOTAL FUND EQUITY			(1,205,224.31)
	TOTAL LIABILITIES AND EQUITY			179,927.00

FUND 92

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
92-40-11	GOVERNMENTAL FUNCTION EXPENSE	(155.08)	(155.08)	.00	155.08	.0
	TOTAL DEPARTMENT 40	(155.08)	(155.08)	.00	155.08	.0
	DEPARTMENT 48					
92-48-11	PUBLIC SAFETY FUNCTION EXPENSE	(136.38)	(136.38)	.00	136.38	.0
	TOTAL DEPARTMENT 48	(136.38)	(136.38)	.00	136.38	.0
	DEPARTMENT 52					
92-52-11	STREETS AND PUBLIC WORKS	(77.62)	(77.62)	.00	77.62	.0
	TOTAL DEPARTMENT 52	(77.62)	(77.62)	.00	77.62	.0
	DEPARTMENT 70					
92-70-11	PARKS AND RECREATION FUNCTION	(109.21)	(109.21)	.00	109.21	.0
	TOTAL DEPARTMENT 70	(109.21)	(109.21)	.00	109.21	.0
	TOTAL FUND EXPENDITURES	(478.29)	(478.29)	.00	478.29	.0
	NET REVENUE OVER EXPENDITURES	478.29	478.29	.00	(478.29)	.0

City Council Staff Report

Subject: Permanent Ballot Drop Box
Author: Casey Arnold
Department: Executive
Date: September 15, 2020

WEST POINT
U T A H

Background

On July 29, 2020, the Davis County Clerk/Auditor's Office approached the City about placing a permanent outdoor ballot drop-box at City Hall. Davis County transitioned to a full vote-by-mail election process in 2016, with each registered voter receiving a mailed ballot that they can return via mail or by placing in a ballot drop-box at a designated polling location. City Hall has historically served as a polling location for residents, with both a temporary ballot box available during business hours inside City Hall and also for in-person voting on Election Day for those unable to vote-by-mail. Vote-by-mail will very likely continue to be the election process for the foreseeable future.

Analysis

A permanent ballot drop-box at City Hall would replace the temporary ballot box that the County places in our lobby during each election. In recent years, the County has asked those that have the space available, and are willing, to store these ballot boxes in-between elections, which West Point has done. Replacing the temporary ballot box would remove the hassle of having to store the box and also the responsibility of Staff having to put the ballot box out for residents at the appropriate time, and securing the box each morning and night.

Another benefit of a permanent ballot drop-box is that it would be available to residents 24/7 during each election through 8 PM on the actual Election Day. Not only does this provide more accessibility to residents, but it also eliminates the need for walk-in traffic through City Hall. It is already a regular occurrence for ballots to be placed in the City's Utility Drop-Box by residents, whether that is because they are dropping off their ballot after hours or prefer not go into City Hall, and it is not ideal for Staff to have to handle the ballots when collecting utility payments.

The permanent ballot drop-box would be installed by the County at no cost to the City, and be placed in an approved location. Davis County's Chief Deputy Clerk, Brian McKenzie, has already come to City Hall and met with Staff to determine the best placement of the box and crews will coordinate with Public Works to have it placed and installed correctly.

Due to the rapidly approaching election and ballots being mailed to voters mid-October, the County is asking that, from those that are willing, approval be given as soon as possible so that the boxes can be installed and ready for use by that time. Approval for permanent placement of the ballot drop-box will be through an Interlocal Agreement with Davis County, which is attached.

Recommendation

Staff recommends approving Resolution No. 09-15-2020A, Approving an Interlocal Cooperation Agreement with Davis County for Placement of Ballot Drop Box

Significant Impacts

A permanent ballot drop-box will be placed on City property outside of City Hall, accessible for drive-thru traffic.

Attachments

Resolution No. 09-15-2020A
Interlocal Cooperation Agreement

RESOLUTION NO. 09-15-2020A

A RESOLUTION APPROVING AN INTERLOCAL COOPERATION AGREEMENT WITH DAVIS COUNTY FOR PLACEMENT OF A BALLOT DROP BOX

WHEREAS, the City Council of West Point City (herein "City") is a municipal corporation duly organized and existing under the laws of the State of Utah; and,

WHEREAS, in conformance with the provisions of UCA §10-3-717, the governing body of the City may exercise all administrative powers by resolution including, but not limited to regulating the use and operation of municipal property; and,

WHEREAS, the City is authorized by the *Utah Interlocal Cooperation Act*, as set forth in UCA § 11-13-101 et seq. (the "Act"), to enter into this Agreement; and

WHEREAS, the City has historically provided a polling location at City Hall for state, federal, and municipal elections administered by the Davis County Clerk/Auditor; and,

WHEREAS, the City and Davis County have negotiated an agreement for placement of a permanent ballot drop-box on City property; and

WHEREAS, the City finds that public convenience and necessity justifies the actions herein contemplated,

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED by the City Council of West Point as follows:

1. The Interlocal Cooperation Agreement for Placement of a Ballot Drop Box, attached hereto and incorporated by this reference, is hereby approved by West Point City.
2. The Mayor is hereby authorized to sign and execute said agreement.

PASSED AND ADOPTED this 15th day of September, 2020

____
Erik Craythorne, Mayor

ATTEST:

____
Casey Arnold, City Recorder

INTERLOCAL COOPERATION AGREEMENT
FOR PLACEMENT OF BALLOT DROP BOX

THIS AGREEMENT ("Agreement") is made and entered into by and between DAVIS COUNTY, a political subdivision of the State of Utah ("County"), and WEST POINT CITY ("City"), a municipal corporation of the State of Utah . County and City may also be referred to collectively in this Agreement as the "Parties."

RECITALS

A. County and City are public agencies, as defined by the *Utah Interlocal Cooperation Act*, Utah Code Ann. § 11-13-101 *et seq.* (the "Act"), authorized by the Act to enter into this Agreement;

B. The Davis County Clerk/Auditor, administers state and federal elections, and regularly assists cities within the County to administer local elections;

C. The Clerk/Auditor, as the County election officer, may designate ballot drop boxes within the County pursuant to UCA §20A-5-403.5;

D. The Parties desire to enter into this Agreement for their mutual benefit and for the further benefit of placing a ballot drop box within the City to be utilized in federal, state, and local elections.

NOW, THEREFORE, the Parties agree as follows:

1. Ballot Drop Box. City agrees to allow the County to place a permanent ballot drop box at a mutually agreed upon location, as set forth in Exhibit A herein. City, through this Agreement, hereby authorizes County ingress and egress to the ballot drop box, as necessary for the administration of the elections at the discretion of the County.

2. Obligations of County. County shall be solely responsible for maintaining the ballot drop box and all costs associated with upkeep and repairs to the ballot drop box.

3. No Separate Legal Entity. No separate legal entity is created by the terms of this Agreement.

4. Property Acquisition. There shall be no real or personal property acquired jointly by the Parties as a result of this Agreement.

5. Effective Date of Agreement. The effective date of this Agreement shall be the earliest date after all of the following are completed (the "Effective Date"):

A. This Agreement is approved by the legislative body of County through, if necessary, a resolution or ordinance that, among other things, specifies the effective date of this Agreement;

B. This Agreement is approved by the legislative body of City through, if necessary a resolution or ordinance that, among other things, specifies the effective date of this Agreement;

C. This Agreement is approved as to proper form and compliance with applicable law by an attorney authorized to represent County;

D. This Agreement is approved as to proper form and compliance with applicable law by an attorney authorized to represent City;

E. This Agreement is filed with the keeper of records for County; and

F. This Agreement is filed with the keeper of records for City.

6. <u>Term of Agreement</u>. The term of this Agreement shall begin upon the Effective Date of this Agreement and shall, with the exception of any and all warrantees, promises of indemnification, guarantees, or as otherwise expressly set forth herein, automatically terminate 50 calendar years after the Effective Date of this Agreement (the “Term”), unless terminated earlier pursuant to the terms and/or provisions of this Agreement. Either party may terminate this Agreement, with or without cause, upon giving 90 days written notice to the other party.

7. <u>Review by Authorized Attorney</u>. In accordance with the provisions of the Act (specifically Utah Code Ann. § 11-13-202.5(3), as amended), this Agreement shall be submitted to the attorney authorized to represent each party for review as to proper form and compliance with applicable law before this Agreement may take effect.

8. <u>Governmental Approval, Execution and Resolution</u>. This Agreement is conditioned upon the approval and execution of this Agreement by the Parties pursuant to and in accordance with the provisions of the Act, including, but not limited to, the adoption of resolutions of approval, but only if such resolutions are required by the Act of the legislative bodies of the Parties.

9. <u>Record of Agreement</u>. Executed duplicate copies of this Agreement shall be filed with the keeper of records of each of the Parties.

10. <u>Relief of Obligation</u>. This Agreement does not in any way relieve either party, as a public agency, of any obligation, duty or responsibility imposed upon it by law.

11. <u>Indemnification and Hold Harmless</u>.

A. County agrees to indemnify, defend and hold City and its officers, employees, agents and representatives harmless from and against any and all losses, liabilities, expenses, claims, cost, suits and damages, including attorney’s fee, arising out of any negligence of County and its officers, agents or employees related to the performance of this Agreement; and

B. City agrees to indemnify, defend and hold County and its officers, employees, agents and representatives harmless from and against any and all losses, liabilities, expenses, claims, costs, suits and damages, including attorney’s fees, arising out of any negligence of City and its officers, agents or employees related to the performance of this Agreement.

12. Governmental Immunity Act. Because both Parties are governmental entities under the *Government Immunity Act of Utah* (Utah Code Ann. § Section 63G-7-101, *et seq.*, as amended), each party is responsible and liable for any wrongful acts or negligence committed by its own officers, employee or agents and neither party waives any defense available to it under the *Governmental Immunity Act of Utah*.

13. Other Agreements. This Agreement does not abrogate or supersede any existing agreement between the Parties unless specifically so provided in this Agreement and except to the extent that the provisions of this Agreement are in conflict with the provisions of any such existing agreement.

14. Binding Effect; Entire Agreement; Amendment. This Agreement is binding upon and shall inure to the benefit of the Parties and their respective heirs, successors, assigns, officers, directors, employees, agents, representatives, subrogees and to all persons or entities claiming by, through or under them. This Agreement represents the entire understanding between the Parties with respect to the subject matter herein, and there are no written or oral agreements between them which are not set forth herein. Neither this Agreement nor any provisions hereof may be changed, discharged or terminated verbally, and may be modified or amended only by an instrument in writing, signed by the Parties.

15. Governing of Law; Exclusive Jurisdiction. Utah law governs any Proceeding brought by one party against the other party arising out of this Agreement. If either party brings any Proceedings against the other party arising out of this Agreement, that party may bring that Proceeding only in a state court located in Davis County, Utah (for claims that may only be resolved through the federal courts, only in a federal court located in Salt Lake City, Utah), and each party hereby submits to the exclusive jurisdiction of such courts for purposes of any such proceeding.

16. Authorization. The individuals executing this Agreement on behalf of the Parties confirm that they are duly authorized representatives of the Parties and are lawfully enable to execute this Agreement on behalf of the Parties.

17. Assignment Restricted. The Parties agree that neither this Agreement nor the privileges granted herein may be assigned without the prior written consent of the Parties.

18. Waiver. No waiver of satisfaction of a condition or nonperformance of an obligation under this Agreement will be effective unless it is in writing and signed by the party granting the waiver.

19. Severability. Any provision of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction only, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction.

20. __Counterparts; Electronically Transmitted Signatures__. This Agreement may be executed in counterparts, each of which shall be deemed an original, and all such counterparts shall constitute one and the same Agreement. Signatures transmitted by facsimile and/or e-mail shall have the same force and effect as original signatures.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date stated above.

DAVIS COUNTY

____
Lorene M. Kamalu, Chair
Davis County Board of County Commissioners

ATTEST:

____
Curtis Koch
Davis County Clerk/Auditor

The undersigned, being an authorized attorney for Davis County, reviewed this Agreement and found it to be in proper form and compliance with applicable law.

____
Davis County Attorney

WEST POINT CITY

____
Mayor

ATTEST:

____
West Point City Recorder

The undersigned, being an authorized attorney for City, reviewed this Agreement and found it to be in proper form and compliance with applicable law.

____
City Attorney

Exhibit A

The ballot drop box will be located on the south side of the north exit of the parking lot just east of the utility drop box.

City Council Staff Report

Subject: CARES Act Donation to Davis Education Foundation
Author: Kyle Laws
Department: Executive
Date: September 15, 2020

Background
In order to provide appropriate aid and relief to the US economy, the US Congress passed a law called the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). This act included disbursements to local governments to assist with our own response to COVID-19. There will be three disbursements, also called tranches, given throughout the rest of 2020. The guidelines for use of these funds must be related to COVID-19 response. The City has received our first two tranches of $318,362 each, for a total of $636,724. The City is eligible to receive $955,087 over the course of the three tranches.

Analysis
Staff has received a request from the Davis Education Foundation to provide $51,400 of our CARES Act funding for a Child Care Assistance Grant that will be administered by the Davis School District and the Davis Education Foundation.

Due to COVID-19, Davis School District has opted to temporarily adopt an alternating-day school schedule which enables appropriate distancing protocols in school buildings. This schedule raises concerns for families in which all household adults work during school hours on remote learning days. The purpose of this grant is to offset the cost of childcare so parents can continue to work and young students can learn in a supervised environment. To qualify, households must:

- Meet the income guidelines specified
- Have one or more elementary student(s) enrolled in Davis School District
- Have all parents/guardians/responsible adults in the household verify employment outside the home during elementary school hours
- Not have any secondary students in the household

Household size	Gross monthly income
2	$3,712
3	$4,585
4	$5,458
5	$6,332
6	$7,205
7	$7,369
8	$7,532
9	$7,696
10	$7,860

*Income guidelines courtesy of Utah Division of Workforce Services (85% of Utah median income)

The Davis Education Foundation determined the number of households in each City that was likely to be in need of childcare and then determined the typical cost of child care for elementary-age students. After reviewing nearly 73,000 students, 6,604 households were identified as potentially needing assistance. The 6,604 households were then filtered by city of residence to arrive at an estimated number of households and children in need of care in each municipality. According to careaboutchildcare.utah.gov, the average monthly cost of child care for a school age child in Davis County is $599.32/month per child in a day care facility and $511.84/month per child in a home day care. Based on these figures, and taking into consideration that the hope is to only defray costs for three days per week, the grant is for $200 per child per family for those who qualify. It was estimated that only half of the 514 identified children will be from households that will apply for a grant, $51,400 is the total amount requested for this grant program (514/2=257 children; 257*-x$200/child= $51,400).

All $51,400 will remain in West Point City and will only be used for our residents.

Recommendation

Staff also recommends Council make a motion to authorize the City Manager to distribute $51,400 of our CARES Act funding to the Davis Education Foundation for the Davis School District Child Care Assistance Grant Program.

Significant Impacts

None

Attachments

Davis Education Foundation CARES Funding Proposal

Davis Education Foundation CARES Funding Proposal
West Point City

Entity: Davis Education Foundation
Davis Education Foundation is the non-profit fundraising arm for Davis School District. Our mission is to remove barriers to learning for students in Davis School District. Particular focus is directed toward students and families experiencing hardship or crisis.

Tax Status: 501(c)3

Amount Requested: $51,400

Project Title: Davis School District Child Care Assistance Grant

Description: Due to COVID-19, Davis School District has opted to temporarily adopt an alternating-day school schedule which enables appropriate distancing protocols in school buildings. This schedule raises concerns for families in which all household adults work during school hours on remote learning days. The purpose of this grant is to offset the cost of childcare so parents can continue to work and young students can learn in a supervised environment. To qualify, households must:

- Meet the income guidelines specified
- Have one or more elementary student/s enrolled in Davis School District
- Have all parents/guardians/responsible adults in the household verify employment outside the home during elementary school hours
- Not have any secondary students in the household

Household size	Gross monthly income
2	3712
3	4585
4	5458
5	6332
6	7205
7	7369
8	7532
9	7696
10	7860

*Income guidelines courtesy of Utah Division of Workforce Services (85% of Utah median income)

Connection to COVID-19: Davis School District announced on July 28th 2020 that it would move to the "hybrid" phase of its reopening plan in an effort to enable compliance with COVID-19 precautions in public schools. Under this model, the five-day school week is comprised of two in-person learning days and three remote learning days, allowing buildings to operate at decreased capacity and making physical distance between building occupants possible. Davis Education Foundation is concerned for families whose employment availability depends on young children's in-person attendance at public school. The financial burden these families may face in seeking child care acts as a barrier to economic recovery and to children's ability to learn in a supervised environment. As stated in "The Role of Affordable Child Care in Promoting Work Outside the Home" (President's Council of Economic Advisers, December 2019), "…the current high price of child care is often cited as a major barrier keeping parents of young children from being able to work." Davis Education Foundation seeks to remove this barrier by requesting CARES funding from West Point City and using it to issue child care assistance grants to West Point residents who qualify. In funding these grants, West Point City fulfills the intended purpose of CARES funds to cover "Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency" and "Expenses to facilitate distance learning…in connection with school closings to enable compliance with COVID-19 precautions" (Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments: April 22, 2020).

Methodology: Two criteria were essential in determining a request amount for each city: 1) the number of households in each city likely to be in need of child care, and 2) the typical cost of child care for elementary-age studens. After reviewing the registration cards for nearly 73,000 students, 6,604 households – home to 11,019 children – were identified as likely to be in need of child care assistance due to 1) presence of at least one elementary-age student in the household; 2) employer listed for all parents/guardians in the household; and 3) absence of any secondary students (older siblings). We note here that we understand it is not ideal for older siblings to supervise younger siblings during remote learning. However, we also recognize that when resources are limited, it is necessary to divert them where need is greatest. The 6,604 households were then filtered by city of residence to arrive at an estimated number of households and children in need of care in each municipality. According to careaboutchildcare.utah.gov, the average monthly cost of child care for a school age child in Davis County is $599.31/month per child in a day care facility and $511.84/month per child in a home day care. One local facility lists a rate of $35/day for kindergartners and $26/day for 1st-6th graders. Based on these figures, and taking into consideration that we hope only to defray costs for three days per week of care, we propose a one-time grant of $200 per child per family for those who qualify. If we estimate that only half of the 514 identified children will be from households that apply for a grant (514/2= 257 children; 257 children x $200/child), $51,400 is the total amount requested to meet the need.

Timeline: All grants to be dispersed before the beginning of winter break (December 21, 2020).

City Council Staff Report

Subject: Parker Place Annexation Petition
Author: Casey Arnold
Department: Executive
Date: September 15, 2020

Background

On Friday, August 28th, 2020, a complete Annexation Petition was submitted to the City. The Petition Title is "Parker Place" and is regarding property located at approximately 2424 N 6000 W, consisting of two parcels totaling 34.85 acres. According to the Annexation Petition, both parcels are owned by "HL Parker Farms LTD, LLC – Luella J. Parker Family Trust" with Beverly Parker Bailey listed as "Manager and Trustee of HL Parker Farms and Luella J. Parker Family Trust." In accordance with State law, the Annexation Petition must be placed on a City Council agenda for acceptance of the Annexation Petition for further consideration at the first meeting of the Council that is at least 14 days after Petition is submitted. According to Utah Code Section 10-2-405, the City has no obligation to accept the petition for further consideration, even if the property is within the City's future annexation area, and can deny the Petition at this point. However, if the Council fails to either accept or deny the Petition, it is considered as accepted for further consideration. Acceptance of the Petition for further consideration does not mean that the property is annexed or that it *will* be annexed – it only means that the Council is allowing the process to continue.

It is important to understand that if accepted, whether through approval or non-action, a series of deadlines and processes are initiated. To briefly summarize, a 30-day deadline will begin for the City Recorder to obtain any records or further information needed from the County or Petitioner and work with other Staff and our legal counsel to determine if the Petition meets the requirements of the applicable annexation statues. Should it not, the City Recorder must reject the Petition and deliver notice of and reasons for the rejection to the City Council, Petitioner, and Davis County Board of Commissioners. If the Petition is determined to meet the requirements, the City Recorder must certify the Petition and a Notice of Certification must be sent to the Council, Petitioner, and County. Within 10 days of the Council's receipt of the Notice of Certification, the City Recorder must begin the noticing process to affected entities, surrounding property owners, and the public. Public notice must be given for three successive weeks.

Protests to the Petition must be filed within 30 days from the Council's receipt of the Notice of Certification. Protests may be filed by the legislative or governing body of an affected entity, including counties, local districts, special service districts, etc., and are filed directly with the Davis County Board of Commissioners. Another process begins at that point, but the main takeaway is that accepting the Petition begins a roughly two-month annexation process.

Analysis

In reviewing Utah Code and City Code regarding annexations, the following sections pertain to the denial or acceptance of this particular Petition:

West Point City Section 18.25.020

The provision of municipal services to this area will assure the city of the ability to protect the interests of its residents in maximizing the benefits of the economies of scale in the provision of municipal services and in minimizing the harmful impacts of conflicting uses of land that may be proposed or occur within the expansion area.

The area is currently served by Davis County, which provides road maintenance and police protection. The Hooper Water District provides secondary water services. Existing residents receive culinary water from Hooper Water District. The county is not in any position to provide culinary water or site-specific storm drainage services to the area. Providing water, sewer and storm drainage services to the expansion area would present no serious difficulty for West Point City. These facilities could be constructed when development occurs within the annexed areas.

These areas would be serviced by the North Davis Sewer Improvement District as annexation occurs.

New annexations should include areas in which services can be provided efficiently. The annexation should not create topographically isolated areas, areas for which the provision of services would be costly or difficult, or an area in which ground water runoff would create multi-jurisdictional problems. New annexations should include areas in which services can be provided efficiently. The annexation should not create topographically isolated areas, areas for which the provision of services would be costly or difficult, or an area in which ground water runoff would create multi-jurisdictional problems.

Utah Code Section 10-2-402

10-2-402. Annexation -- Limitations.

(1)

(a) A contiguous, unincorporated area that is contiguous to a municipality may be annexed to the municipality as provided in this part.

(b) Except as provided in Subsection (1)(c), an unincorporated area may not be annexed to a municipality unless:

(i) it is a contiguous area;

(ii) it is contiguous to the municipality;

(iii) annexation will not leave or create an unincorporated island or unincorporated peninsula:

(A) except as provided in Subsection 10-2-418(3) or (4); or

(B) unless the county and municipality have otherwise agreed; and

(iv) for an area located in a specified county with respect to an annexation that occurs after December 31, 2002, the area is within the proposed annexing municipality's expansion area.

(c) A municipality may annex an unincorporated area within a specified county that does not meet the requirements of Subsection (1)(b), leaving or creating an unincorporated island or unincorporated peninsula, if:

(i) the area is within the annexing municipality's expansion area;

(ii) the specified county in which the area is located and the annexing municipality agree to the annexation;
(iii) the area is not within the area of another municipality's annexation policy plan, unless the other municipality agrees to the annexation; and
(iv) the annexation is for the purpose of providing municipal services to the area.

At this time, Staff feels like the Council has a few different options in moving forward:

- Deny acceptance of the Petition.
  - Both the City and State Codes contain language that could justify denying the Petition for further consideration at this point, specifically that the proposed area is not contiguous to City boundaries, would create a topographically isolated area, and providing services to the area may be costly or difficult at this time.
  - Petition could be refiled at any time.
- Accept the Petition for further consideration
  - State Code may allow an exception for an annexation of an 'island' if both the county and municipality agree. Accepting the Petition would allow for legal counsel to be consulted and further information to be gathered and discussions to be had with the County and affected entities on this possibility.
  - If Petition is accepted and then certified, there is also an opportunity for protests to be filed and public input received for the Council to consider.
- Take no action
  - If no action is taken to deny or accept the Petition for further consideration at this meeting, it is automatically considered as accepted and the annexation process begins.

Recommendation

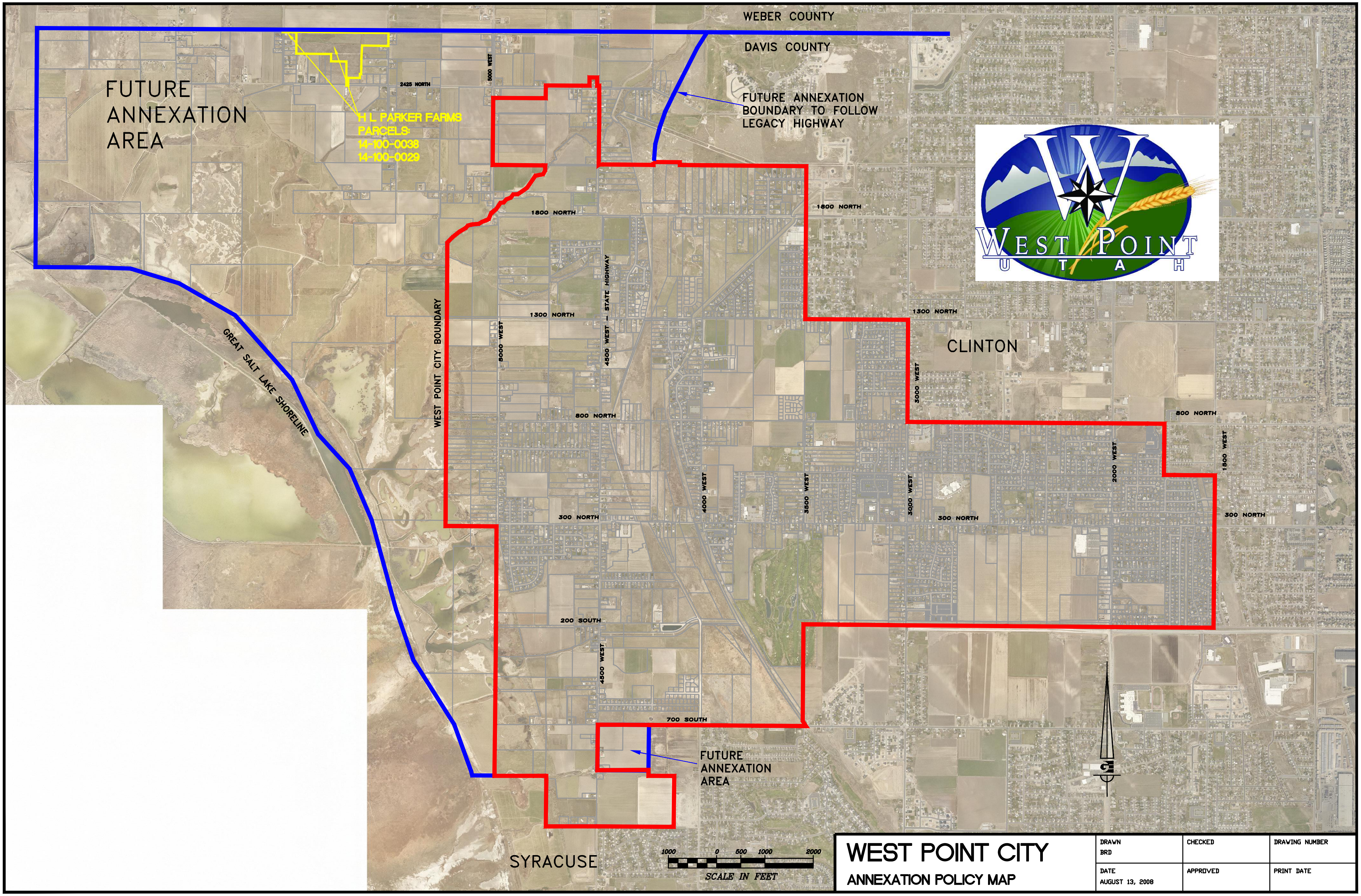
Staff has no recommendation to the Council on whether to accept or deny the Petition for further consideration, but would like to reiterate that accepting the Petition is not approving the annexation or implying that the Council is in favor of it; it is simply allowing Staff to continue processing the Petition.

Significant Impacts

None

Attachments

Parcel Area Map
Annexation Petition



WEBER COUNTY
DAVIS COUNTY
FUTURE ANNEXATION AREA
H L PARKER FARMS PARCELS:
14-100-0038
14-100-0029
FUTURE ANNEXATION BOUNDARY TO FOLLOW LEGACY HIGHWAY
WEST POINT UTAH
GREAT SALT LAKE SHORELINE
WEST POINT CITY BOUNDARY
CLINTON
1800 NORTH
1300 NORTH
800 NORTH
300 NORTH
200 SOUTH
700 SOUTH
5000 WEST
4500 WEST - STATE HIGHWAY
4000 WEST
3500 WEST
3000 WEST
2000 WEST
1500 WEST
FUTURE ANNEXATION AREA
SYRACUSE
SCALE IN FEET
1000 0 500 1000 2000
WEST POINT CITY
ANNEXATION POLICY MAP
DRAWN BRD
CHECKED
DRAWING NUMBER
DATE AUGUST 13, 2008
APPROVED
PRINT DATE

West Point City
3200 W 300 N
West Point, UT 84015
801.776.0970

Annexation Petition

(Submit to City Recorder's Office)

Petition Title: Parker Place

Property Location: 2425 N. 6000 W. (approximately) Acreage: 34.85

Property Owner Names: (Within Annexation Area)	**Tax ID# of Affected Parcels:**	**Parcel ID#:** same as Tax ID #'s
H L Parker Farms Ltd/	141000038	34.69
LLC - Luella J. Parker	141000029	.19
Family Trust		

Attach additional sheet as needed

Main Contact Person: **(It is the Main Contact's responsibility to notify/inform other property owners of any notifications or information received regarding this Annexation Petition)**

Beverly Parker Bailey — Name
801-628-6276 — Phone(s)
beverlypb910@gmail.com — Email

179 Peachtree Dr — Mailing Address
Centerville — City
Utah — State
84014 — Zip

Include with this petition:

1. One 24" x 36" accurate and recordable (mylar) map, prepared by a licensed surveyor, specifying the area proposed for annexation. Mylar copy must be stamped by the surveyor and stamped by the County surveyor.
2. Four 11" x 17" paper copies of the map prepared by the licensed surveyor.
3. Electronic copy of prepared map sent to carnold@westpointcity.org
4. A legal property description in word format sent to: carnold@westpointcity.org
5. On the date of filing with the City Recorder, deliver or mail a copy of petition (including paper copy of map) to Davis County Recorder

Signature of Applicant: Beverly Parker Bailey

July 21, 2020
Date Submitted

Applicant Information (If different than Main Contact):

Name

Phone(s)

Email

Mailing Address

City

State

Zip

Please sign this petition and indicate your position on this annexation request:

Signature of Property Owners:

	For	Against
Beverly P. Bailey - manager + trustee of H L Parker Farms and Luella J. Parker Family Trust	☒	☐
	☐	☐
	☐	☐
	☐	☐
	☐	☐
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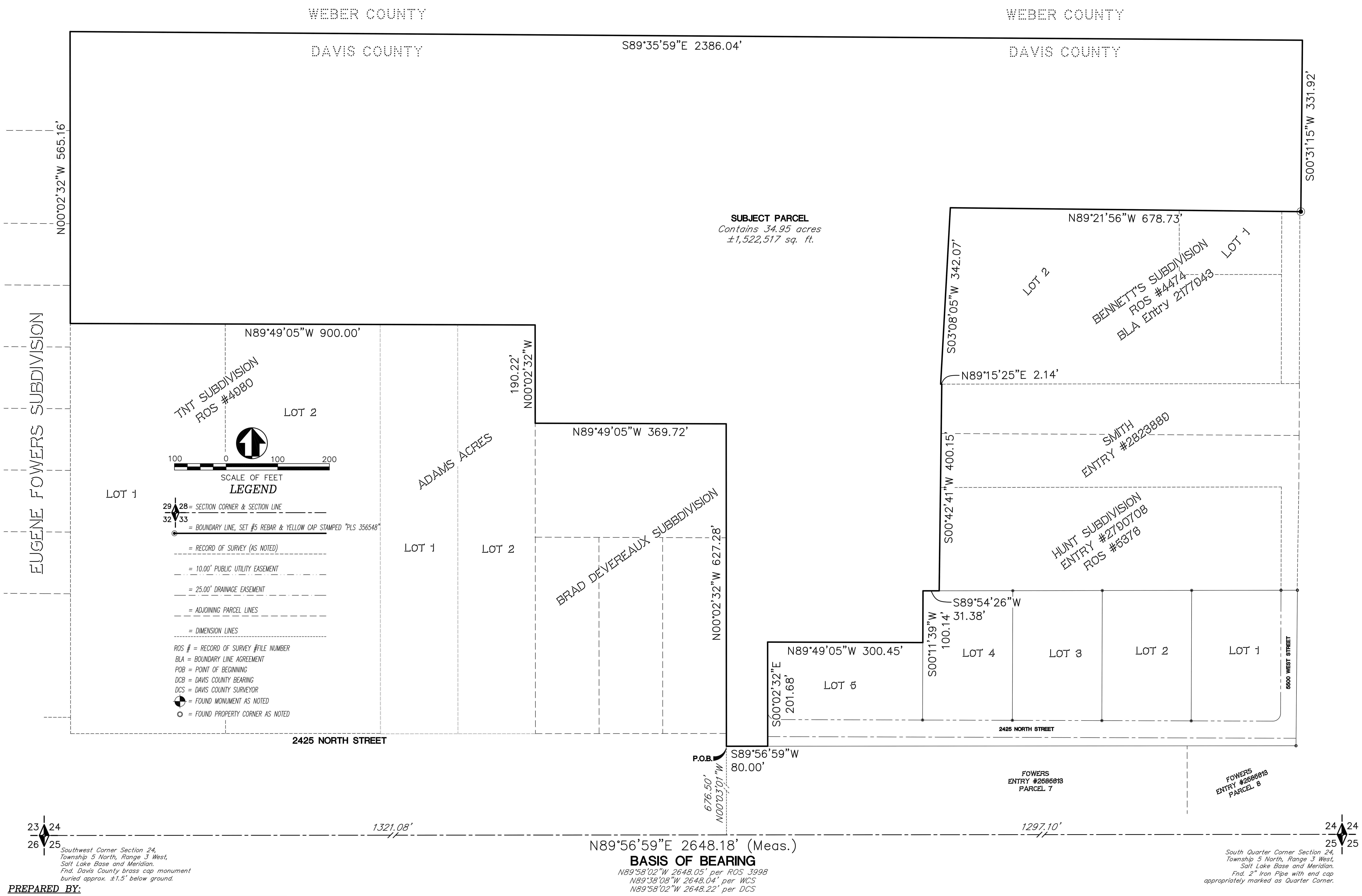
	☐	☐
	☐	☐
	☐	☐

(Attach this page to Annexation Petition)

PARKER ANNEXATION TO WEST POINT CITY
DAVIS COUNTY, UTAH

LYING AND SITUATE IN THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 5 NORTH, RANGE 3 WEST, SALT LAKE BASE AND MERIDIAN



PREPARED BY:

Boundary Consultants
Professional Land Surveyors

5554 West 2425 North,
Hooper, Utah 84315
801-792-1569
dave@boundaryconsultants.biz

FOR:

The Luella J. Parker Trust
Beverly P. Bailey, Trustee
179 East Peachtree Drive
Centerville, Utah 84014

SURVEYORS CERTIFICATE

I, David E. Hawkes do hereby certify that I am a Professional Land surveyor, and that I hold certificate Number 356548 in accordance with Title 58, Chapter 22, of the Professional Engineers and Land Surveyors Licensing Act. I also certify that this plat of the **PARKER ANNEXATION TO WEST POINT CITY,** is a true and accurate representation of data compiled from a survey made by Boundary Consultants, filed as Record of Survey Number **6971** with the Davis County Surveyor's Office and records on file with the Davis County Recorders Office, and in accordance with Section 17-23-20 of the Utah State Code.

NARRATIVE

See Record of Survey #6971 on file with the Davis County Surveyor's Office.

BOUNDARY DESCRIPTION

A parcel of land lying and situate in the Southwest Quarter of Section 24, Township 5 North, Range 3 West, Salt Lake Base and Meridian comprising 34.86 acres of land.
Basis of Bearing for subject parcel being Geodetic NORTH as determined by GPS or North 89°56'59" East 2648.18 feet (measured) between the Davis County Survey Monuments monumentalizing the south line of said Southwest Quarter of said Section 24. Subject parcel being more particularly described as follows:

Commencing at the Davis County Surveyor's brass cap monument monumentalizing the Southwest Corner of said Section 24; Thence North 89°56'59" East 1321.08 feet coincident with the south line of said Southwest Quarter Section; Thence North 00°03'01" West 676.50 feet to the TRUE POINT OF BEGINNING:
Thence the following two (2) courses coincident with the east and north lines of the Brad Devereaux Subdivision, according to the official plat thereof, 1) North 00°02'32" West 624.28 feet to the northeast corner thereof; 2) North 89°49'05" West 369.72 feet to the northwest cornered thereof; Thence North 00°02'32" West 190.22 feet to the northeast corner of Adams Acres Subdivision, according to the official plat thereof; Thence North 89°49'05" West 900.00 feet coincident with the north line of said Adams Acres and TNT Subdivision to a point on the east boundary of the Eugene Fowers Subdivision; Thence North 00°02'32" West 565.16 feet coincident with said "Fowers Subdivision" and the prolongation thereof; Thence South 89°35'59" East 2386.04 feet; Thence South 00°31'15" West 331.92 feet to a point on the north line of the Bennett's Subdivision; Thence the following three (3) courses coincident with the perimeter of said subdivision, 1) North 89°21'56" West 678.73 feet; 2) South 03°08'05" West 342.07 feet; 3) North 89°15'25" East 2.14 feet; Thence South 00°42'41" West 400.15 feet to the southwest corner of the Hunt Subdivision, according to the official plat thereof; Thence the following four (4) courses coincident with the Parker's Place Subdivision, according to the official plat thereof, 1) South 89°54'26" West 31.38 feet; 2) South 00°11'39" West 100.14 feet; 3) North 89°49'05" West 300.45 feet; 4) South 00°02'32" East 201.68 feet to the southwest corner thereof; Thence South 89°56'59" West 80.00 feet to the point of beginning.

LICENSED PROFESSIONAL LAND SURVEYOR
No. 356548
DAVID E. HAWKES
STATE OF UTAH

David E. Hawkes
08/25/20

OWNER'S AFFIDAVIT

The undersigned owner of the hereon described tract of land, having caused the same to be annexed to West Point City.

Signed this____, day of______, 2020.

Beverly P. Bailey, Trustee of the Luella J. Parker Trust, Dated May 16, 2011
Signatory for H.L. Parker Farms L.T.D.

ACKNOWLEDGMENT

STATE OF UTAH
COUNTY OF DAVIS } S.S.

On the________day of______________2020, personally appeared before me, the undersigned Notary, in and for said County of Davis, in said State of Utah, Beverly P. Bailey, Trustee of the Luella J. Parker Trust, Dated May 16, 2011, Signatory for H.L. Parker Farms L.T.D., signer of the above Owner's Dedication, who duly acknowledged to me that she signed it freely and voluntarily for the purposes therein mentioned.

Notary Public | My Commission Expires

DAVIS COUNTY SURVEYOR

this plat of addition to the corporate limits of West Point City is hereby approved as a political social entity plat as required by Utah Code 17-23-20.

Approved this____, day of______, 2020.

Davis County Surveyor

PARKER ANNEXATION TO WEST POINT CITY
DAVIS COUNTY, UTAH
LYING AND SITUATE IN THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 5 NORTH, RANGE 3 WEST, SALT LAKE BASE AND MERIDIAN

DAVIS COUNTY RECORDER

ENTRY NUMBER ____________________

FEE PAID ____________________
FILED FOR RECORD AND RECORDED THIS

DAY OF_________ 2020, IN BOOK_________, AT PAGE__________OF THE OFFICIAL RECORDS.

DEPUTY COUNTY RECORDER

A parcel of land lying and situate in the Southwest Quarter of Section 24, Township 5 North, Range 3 West, Salt Lake Base and Meridian comprising 34.86 acres of land.
Basis of Bearing for subject parcel being Geodetic NORTH as determined by GPS or North 89°56'59" East 2648.18 feet (measured) between the Davis County Survey Monuments monumentalizing the south line of said Southwest Quarter of said Section 24. Subject parcel being more particularly described as follows:

Commencing at the Davis County Surveyor's brass cap monument monumentalizing the Southwest Corner of said Section 24; Thence North 89°56'59" East 1321.08 feet coincident with the south line of said Southwest Quarter Section; Thence North 00°03'01" West 676.50 feet to the TRUE POINT OF BEGINNING:
Thence the following two (2) courses coincident with the east and north lines of the Brad Devereaux Subdivision, according to the official plat thereof, 1) North 00°02'32" West 624.28 feet to the northeast corner thereof; 2) North 89°49'05" West 369.72 feet to the northwest cornered thereof; Thence North 00°02'32" West 190.22 feet to the northeast corner of Adams Acres Subdivision, according to the official plat thereof; Thence North 89°49'05" West 900.00 feet coincident with the north line of said Adams Acres and TNT Subdivision to a point on the east boundary of the Eugene Fowers Subdivision; Thence North 00°02'32" West 565.16 feet coincident with said "Fowers Subdivision" and the prolongation thereof; Thence South 89°35'59" East 2386.04 feet; Thence South 00°31'15" West 331.92 feet to a point on the north line of the Bennett's Subdivision; Thence the following three (3) courses coincident with the perimeter of said subdivision, 1) North 89°21'56" West 678.73 feet; 2) South 03°08'05" West 342.07 feet; 3) North 89°15'25" East 2.14 feet; Thence South 00°42'41" West 400.15 feet to the southwest corner of the Hunt Subdivision, according to the official plat thereof; Thence the following four (4) courses coincident with the Parker's Place Subdivision, according to the official plat thereof, 1) South 89°54'26" West 31.38 feet; 2) South 00°11'39" West 100.14 feet; 3) North 89°49'05" West 300.45 feet; 4) South 00°02'32" East 201.68 feet to the southwest corner thereof; Thence South 89°56'59" West 80.00 feet to the point of beginning.

3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES

ELECTRONIC MEETING
NO PHYSICAL MEETING LOCATION

August 18, 2020

Administrative Session

6:00 PM

Minutes for the West Point City Council Administrative Session held via electronic Zoom Meeting, accessible to attendees by entering Meeting ID #85918784320 at https://zoom.us/join or by telephone at (669) 900-6833, on August 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 Annette Judd, Council Member Kent Henderson, Council Member Andy Dawson, and Council Member Jerry Chatterton

EXCUSED: None

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: Visitors able to attend electronically, no sign-in required.

1. **Discussion Regarding the Property Tax Rate for the 2020 Taxable Year and the FY2021 Final Budget for West Point City and All Related Agencies – Mr. Ryan Harvey**
Mr. Harvey stated that in tonight's Special Budget Meeting, the Council will need to approve the Property Tax Rate for 2020 after holding a public hearing. Following that, another public hearing will be held before the Council considers approval of the FY2021 Final Budget.

In regards to the property tax rate, Mr. Harvey presented the chart that has been discussed by the Council in previous meetings outlining the different rates and their projected revenues:

Proposed Rate	Projected Revenue	Amount over Certified Rate
0.000917 – 2019 Rate	$548,672	$23,934
0.000910	$544,484	$19,746
0.000900	$538,500	$13,762
0.000890	$532,517	$7,779
0.000880	$526,533	$1,795
0.000878	$525,337	$599
0.000877 – 2020 Certified Rate	$524,738	$0

As shown in the table, if the Council chooses to maintain the 2019 rate of .000917, the projected revenue is $23,934 above what would be collected if the Council chooses to accept the Certified Tax Rate of .000877.

In regards to the budget, Mr. Harvey stated that, as discussed in the previous meeting, there are some changes in the proposed Final Budget from the Tentative Budget that was approved. The big change is the addition of a Community Development Director position in place of the additional City Planner position included in the Tentative Budget. This will add an increase of about $27,000, as the City Planner position was budgeted at $98,000 ($60,000 in salary and $38,000 in benefits) and the proposed Community Development Director position is budgeted at $123,000 ($85,000 in salary and $40,000 in benefits). Another potential budget change regarding personnel costs that Staff would like the Council to be prepared for is a possible increase to crossing guard salaries;

it has been difficult to recruit and retain crossing guards and increasing the hourly wage may help. However, Mr. Harvey explained that with the Davis County School District only holding school four days of the week instead of five, Staff feels that the proposed budget is enough to be able to fund an increase of around $1.00/hour, but if schools return to a normal five-day week a budget amendment may be needed at that point. Additionally, Mr. Laws explained the School District also changed their busing policy and increased the distance from the school from 1 mile to 1.5 miles away from the school to be eligible to ride the bus. In regards to Lakeside Elementary, this change makes all of the children in the Sandy Point townhome development ineligible, which may create the need for another crossing guard at 800 N and 2000 W. The 1.5-mile radius also excludes any children that will live in the new apartment complex by Smith's, possibly necessitating another crossing guard at 300 N and 2000 W. Once school starts later this month, Staff will have a better idea of the impact of the busing policy change on crossing guards needs and possible budget amendments if needed. The Council felt that a wage increase would be appropriate to help attract and retain crossing guards and would discuss budget needs as the school year progresses.

When choosing to go through the Truth in Taxation process this year, a main factor in that decision was that it would allow for some additional time to evaluate the COVID-19 situation and its impact on City revenues before having to approve the Final Budget. Mr. Harvey stated that in the two months since the Tentative Budget was approved in June, the received sales tax revenue is above what was received in the same two months last year. Mr. Harvey noted that the sales tax revenue received from the State was slightly higher, but the revenue receive from businesses in West Point was significantly higher. The amount of sales tax revenue received in July, which would be for May's sales, was about $18,000 higher than last year, and the amount received in June (April sales) was almost $19,000 more than last year.

Council Member Dawson stated that now that we know a little more of how the economy has been impacted the last few months, he would be in favor of a rate somewhere close to the middle of the Certified Rate and the 2019 rate; while the projected additional revenue of $23,934 if the 2019 rate of .000917 was maintained isn't a huge amount, we can't rely on sales tax revenues continuing to increase or being enough to cover an increase in expenses. Council Member Henderson agreed and suggested the rate of .000900, feeling that small increases spread out over multiple years is better than one large increase. Council Member Chatterton stated that there are residents in the City who are struggling financially during this time, but we don't know if next year will be worse or better. The increase in sales tax revenue the last few months may not be a trend that continues but is instead due to the additional groceries, paper products, etc., that residents were stocking up on in response to fears about the pandemic. With that, he wonders if it might be better to do a smaller increase this year and if needed, another small increase next year, rather than having to do one large increase next year that will have a higher impact on residents. Council Member Dawson added that the outcome of the election in November and its effect on the economy is another unknown factor to consider. Council Member Judd agreed that the sales tax revenue increase may not be reflective of what the future is going to look like – residents have been staying at home more and telecommuting, likely offsetting some of what they would have spent on commuting and entertainment for groceries, etc. at Smith's. However, this may not be the same in the future and she is leaning towards maintaining the 2019 rate. Council Member Petersen stated that he is in favor of the .000900 rate as suggested by Council Member Henderson, feeling that with the increase in expenses, specifically the addition of the new Community Development Director position, the additional revenue will be needed.

The Mayor thanked the Council and Staff for the discussion. The Council will consider final approval of the Property Tax Rate after the public hearing in the next meeting.

2. Discussion Regarding Wildfire Estates Subdivision Phase 2 – Mr. Boyd Davis

Mr. Davis gave a brief review of the project, stating that it is located at approximately 50 S 4500 W. The first phase has been under construction and homes are beginning to be built. The developers have requested final approval of Phase 2 so that they can start installing the necessary infrastructure. City Code requires that 50% of the building permits in the first phase be issued before the plat for the next phase can be recorded, however they can still be given approval for the phase in order to start construction. Phase 2 contains 21 lots, most ranging in size from 14,000 to 23,000 sq. ft., with the other three lots being between 1 ½ to 2 acres in size. These lots are on the west boundary of the subdivision, going down below the bluff and contain portions of wetlands that are considered non-buildable.

Mr. Davis stated that they have received approval from all of the necessary agencies, including Hooper Water District, Davis and Weber Counties Canal Co., and the North Davis Fire District. The Planning Commission also approved Phase 2 at their last meeting. Mr. Davis noted that pursuant to the Developer's Agreement in place, they are required to install street trees in the parking strips on each lot, which will be enforced. This will be done via vouchers given to the homeowners for the trees that can be installed when they complete their landscaping. Mark Sandberg, representing the developers, stated that the HOA will enforce this requirement, and there are specific trees that they can choose from. The trees will be stockpiled at a local nursery where homeowners can use their vouchers.

The Council had no further discussion and will consider final approval of Phase 2 at the next meeting.

3. Discussion Regarding the Dahlia Estates Subdivision – Mr. Boyd Davis

Mr. Davis stated during the last discussion of this subdivision, the Council had requested the developers consider redesigning Cold Springs Road, agreeing that the original route for the road was not set and could be repositioned. The original design of the road left a large parcel remaining and only half of the street constructed because there were lots only on the west side of the road. The developers have now submitted a new concept plat with Cold Springs Road curving slightly, allowing for lots on both the east and west side of the road. The full road-width would be constructed all the way south to the end of Phase 1. Staff believes that this is a much better plan and resolves the issues that existed with the original plan. Mr. Davis added that there will be an 8 ft. landscape strip along the road which will really enhance the entire area.

Staff recommends that if the concept plan as proposed is approved by the Council, that it be subject to submittal and approval of the actual construction drawings for the road and that if any utilities are affected by the new layout, that approval be received from each respective agency. The developers are also still proposing a Donation Agreement for the Cold Springs Road; however, it still needs to be updated with the new road design. Staff recommends approval of the both Phases 1 & 2 of the subdivision and the Donation Agreement. Mayor Craythorne noted that it is not normal for final approval to be given without any construction drawings, but the City committed itself at the last meeting to do what it could to makeup for some of the delays caused by issues over the road, and granting approval now instead of waiting until the official construction drawings are complete is a way to fulfill that commitment.

Council Member Petersen stated that one of the main issues with the original plan was that the developers were proposing to not construct the full width of the road because it only had lots on the west side. This new plan is "exactly what [he] was hoping it would be" with the developers being responsible for the standard subdivision road width of 60 ft., although because this is a collector road, the City will pay for an extra 6 ft. to meet the required 66 ft. width of collector roads. The curve in the new design will also hopefully have a calming effect on traffic, and the developer was actually able to gain three extra lots. The rest of the Council agreed, thanking the developers for meeting their request and making it work.

As the proposal is only a concept plan, the Council asked the developers for assurance that there are no major issues or changes that may arise as the road is engineered. Cam Preston, an engineer for the developers, confirmed that there should not be any issues that come up. He stated that the new road design allows for the same entrance point on 300 N that was already approved, and only the culinary and secondary water lines will need to be realigned and they will work with Hooper Water and DWCC on these lines and get their approvals. He added that the new design actually works better for Hooper Water's line because it eliminates the dead-end cul-de-sac and 'loop line' issue going through those lots. There will also not be a change in the connection point where the road goes over the canal, and so no additional approval will be needed from Hooper Irrigation.

The Council had no further discussion and will consider final approval of Phases 1 and 2 in tonight's General Session.

4. Discussion Regarding Sewer Lift Station Standards – Mr. Boyd Davis

Mr. Davis stated that as the Council has discussed in previous meetings, Staff has been working on a list of standards for lift stations in the City. After the previous discussion with the Council and further research, Staff has made a few changes to the proposed standards. Mr. Davis reviewed the list of standards, with the changes from the last discussion noted in red:

1. Wet Well & Site
   a. The site shall be adjacent to a public road or have a paved access from the public road to the site.
   b. The site shall be owned by the City or an easement provided to the City.
   c. The site shall be sized to allow a minimum of a 10' clear zone around the wet well and shall contain all of the components listed below within the site.
   d. A black vinyl coated chain link fence with privacy slats shall be installed around the perimeter of the site.
   e. A 14' wide opening with a lockable gate shall be provided.
   f. The site shall be finished with a hard surface of asphalt or concrete.
   g. There shall be no overhead obstructions over the site or the entrance to the enclosure.
   h. The access and gate shall provide a straight path for a boom truck to access the wet well without turning.
   i. An extendable ladder shall be provided and stored at the site.
   j. Conduits for power cables shall be provided from the wet well to the control panel.
   k. Separate conduits shall be provided for each motor.
   l. Extra conduits shall be provided for future upgrades.

m. The wet well shall be sized to provide 2 hours of emergency storage during peak hour flows.
n. The wet well shall be sized for the expected peak hour flows based upon data from the City's existing lift station or the standards of the Division of Water Quality, whichever is greater.
o. A hose bib connection shall be provided on the site that is connected to the culinary water system for year-round water supply.
p. Flood lights shall be provided on site for nighttime emergency operations that is tied into the onsite power and generator. The switch shall be in the enclosed electrical panel.

2. Power & Pumps
   a. 3 phase power shall be provided to the site for all pumps over 3hp.
   b. Single phase power supply shall be allowed for pumps under 3hp, but all pump motors and grinders shall be 3 phase equipment.
   c. Variable Frequency Drives (VFD) shall be provided for each pump. The VFD selected shall be approved by the City based upon expected loads and ampacity.
   d. Pump motors shall be a minimum of 5 hp or based upon engineering calculations and shall be approved by the City.
   e. Dual pumps shall be installed for redundancy and alternating of pumps.
   f. Grinders shall be used in all lift stations. They shall be separate from the pump. The grinder shall be a Muffin Monster brand or an approved equivalent.
   g. An additional spare pump shall be provided to the city.
   h. A backup power generator shall be provided that is capable of running both pumps simultaneously.
   i. The generator shall operate on propane fuel.
   j. A propane tank shall be provided on site.
   k. The propane tank shall be sized to allow 72 hours of continuous operation of the generator.
   l. The pumps shall be installed on solid pump guides. No cable or chain guides will be allowed.
   m. The pumps shall be automated and level controlled using ultra-sonic level sensors. Floats shall be installed as a backup system

3. Electrical Controls & SCADA
   a. The electrical panel shall be designed by the city's electrical contractor (currently Scott Weir with Johnson Electric)
   b. The panel shall have a hand/auto/off switch for each pump.
   c. The electrical panel shall be a waterproof, lockable enclosure.
   d. The panel shall be located away from the access gate on the opposite side of the enclosure so as not to impede access for a boom truck.
   e. A radio or internet connection shall be provided for the SCADA system.
   f. The site shall be equipped with a visual and audio alarm.
   g. The SCADA system shall be designed by the city's contractor (currently SKM)
   h. The panel shall have readout for the current level in the wet well.
   i. The panel shall have hour meters for each pump.
   j. The panel shall have a pump running indicator.
   k. The panel shall be equipped with a 120V outlet.
   l. The panel shall be heated.
   m. The electrical panel shall have an awning or roof covering to allow access during wet weather.

4. Others
   a. All homes that are served by the lift station shall have backflow preventers on the sewer lateral to the home.
   b. The developer shall have the lift station designed by a licensed professional engineer.
   c. The city shall approve the design and have it reviewed by a third-party engineer.

In regards to Section 2, Mr. Davis stated that they originally were going to require 3 phase power for all lift station pumps, however after speaking with Jeff Turner, an electrician and former Council Member, we are now proposing to eliminate that standard for smaller pumps that are under 3hp and only require 3 phase power for pumps that are over 3hp. However, although single phase power is allowed for pumps 3hp and under, all pump motors and grinders must use 3 phase power equipment. The 3-phase power equipment is much more reliable and can use capacitors and variable frequency drives to make single phase power mimic 3 phase power. Those variable frequency drives (VFD's) will be required and the City will be required to approve the correct VFD, based upon the pump and expected load. Also in Section 2 is the change that grinders be installed on all lift stations. The grinder is installed at the inflow into the pump and, as implied, grinds down anything that could potentially clog the pump. Electricians have advised Staff that the grinders "are an absolute must." Mr. Davis clarified for Council Member Petersen that item (d) in Section 2 is intended to say that all pumps are required to be at least 5hp, unless engineering calculations are submitted and approved by the City to warrant a smaller pump. Mr. Davis stated that Staff would reword that language to make the intent clear. The last change in Section 2 is the addition of "ultra-sonic" level sensors, which was a recommendation from Mr. Turner.

The change in Section 3 was added in response to Council Member Chatterton's request at the last meeting that the electrical panel by lockable.

The last change is in Section 4 and requires that the City must approve the design and that it will be reviewed by a third-party engineer. Mr. Davis stated that the Council had agreed during the last discussion that this would be an important requirement to add.

Mr. Davis confirmed for the Council that these standards will be reviewed and included as part of the Sewer Study that will begin soon, but the standards need to be put in place now for developments that are currently being constructed.

Mr. Laws stated that these standards will not be adopted by ordinance into the City Code, but incorporated into the City's Public Works Standards. The Council will consider final approval at the next meeting and had no further discussion at this point.

5. Other Items
No other items were discussed.

The Administrative Session adjourned.

3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL
MEETING MINUTES
ELECTRONIC MEETING
NO PHYSICAL MEETING LOCATION
August 18, 2020

Special Budget Meeting of the West Point City Council
7:00 PM

Minutes for the Special Budget Meeting of the West Point City Council held via electronic Zoom Meeting, accessible to attendees by entering Meeting ID #85918784320 at https://zoom.us/join or by telephone at (669) 900-6833, on August 18, 2020 at 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 Kent Henderson, Council Member Andy Dawson, and Council Member Jerry Chatterton

EXCUSED: None

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: Visitors able to attend electronically, no sign-in required.

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

   Council Member Kent Henderson – None

   Council Member Dawson – None

   Council Member Chatterton – None

   Council Member Petersen – None

   Council Member Judd – Expressed her appreciation to the Council and Staff for all that they do, and also for their guidance as she gets acclimated into her role as Council Member. She also thanked the Planning Commission for the job that they do, stating that they spend a lot of time and do a great job for the City.

   Mayor Craythorne – Thanked Council Member Judd for her comments and for also attending the Planning Commission meetings as the Council liaison. The Mayor also thanked her for being willing to step-in and take over his role of swearing in the new West Point City Youth Council the following evening. He and his family have been affected by COVID-19 and he is not able to attend. The Swearing-In will be the following evening (Wednesday, August 19^{th}) at the Loy Blake Park.

4. **Communications from Staff**
   Mr. Laws updated the Council on the UTOPIA fiber internet project, stating that the number of sign-ups is continuing to increase each week, with 53 new sign-ups last week and 40 the week before. Most of the City is complete and available for residents to

subscribe and they are working hard to get the remaining areas open. The original projection was to have the entire City completed by the end of December, and they are months ahead of schedule. The total number of subscribers is already about half of the 1,200-threshold needed to meet the monthly bond payment. Mayor Craythorne noted that both Clearfield and Clinton Cities are now looking into bringing fiber internet to their own residents, likely gaining confidence from how well the project has gone here in West Point.

5. Citizen Comment

None.

6. Consideration of Approval of Resolution No. 08-18-2020A, Adopting the Property Tax Rate for the 2020 Taxable Year for West Point City – Mr. Ryan Harvey

Mr. Harvey stated that, as the Council has been discussing in previous meetings, the Property Tax Rate for 2020 needs to be adopted at this time by the Council, following a public hearing. Mr. Harvey displayed the table of possible tax rates and their corresponding projected revenue:

Proposed Rate	Projected Revenue	Amount over Certified Rate
0.000917 – 2019 Rate	$548,672	$23,934
0.000910	$544,484	$19,746
0.000900	$538,500	$13,762
0.000890	$532,517	$7,779
0.000880	$526,533	$1,795
0.000878	$525,337	$599
0.000877 – 2020 Certified Rate	$524,738	$0

Mayor Craythorne opened the public hearing.

a. Public Hearing

Jake Warner – 394 N 2200 W: Mr. Warner stated that, from his point of view, it seems odd that the Council is considering to raise property taxes when there has been excitement about all of the additional retail revenue coming into the City. As was stated by some Council Members in the Administrative Session earlier, this is currently a hard time for some families and an increased tax rate is not going to help their situation. Mr. Warner stated that he understands he does not know the details of all of the City's finances, but with the information that he is aware of, he is not in favor of a tax increase.

Council Member Henderson motioned to close the public hearing
Council Member Chatterton seconded the motion
The Council unanimously agreed

b. Action

In response to Council Member Dawson's inquiry, Mr. Harvey stated that if the City were to maintain the 2019 Rate of .000917, based upon the median home value of $319,000, the tax increase for residents would be about $7.02 per year, which is about $.59 per month. Council Member Chatterton asked what the tax increase to residents would be at the rate of .000900. Mr. Harvey stated that it would be just over $3.50 per year.

Council Member Petersen thanked Mr. Warner for his comments in regards to the budget, and stated that sales tax is in fact doing well, however property taxes are the only stable revenue source for the City. As a Council, it is prudent that they make sure the City does not start to rely too much on sales tax because it can fluctuate up and down so easily, but rather make sure that main services and costs can be adequately funded by property tax revenues. With that, Council Member Petersen stated that even with the increase in sales tax revenues a property tax increase may still need to be considered, especially with the addition of the new [Community Development Director] position that will be an increase to the City's budget. Council Member Petersen noted that last year's rate was .000917 and the Certified Tax Rate received from Davis County is lower than that at .000877. The Council is considering a rate either at or between those two, so the property tax rate would not actually be increasing, but due to an increase in home values, the tax amount paid by residents could increase. Mr. Laws added that in the proposed budget provided with the Staff Report, General Sales and Use Taxes are budgeted at $1.3 million and Property Tax Revenue is projected to be somewhere around $500,000 (depending on the adopted tax rate). This shows that the City is heavily reliant on sales tax revenue and any economic downturn will have a hard hit on the budget.

Council Member Dawson motioned to approve Resolution No. 08-18-2020A, Adopting the Property Tax Rate of .000910 for the 2020 Taxable Year
Council Member Judd seconded the motion

Council Member Dawson stated that he proposed the rate of .000910 because we are in an economic downturn, and with the addition of the new Director position, along with the large fee increase for Law Enforcement Services with Davis County Sheriff's Office implemented last year, it is important to have this additional stable revenue source.

Council Member Chatterton stated that he is in favor of the .000900 rate because it is more towards the center and what he "understood the discussion to be earlier" in not adopting a rate towards the top, but rather "hitting a happy medium" this year.

Roll Call on the motion to adopt the Property Tax Rate of .000910 for the 2020 Taxable Year:

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

Motion was approved.

7. **Consideration of Approval of Ordinance No. 08-18-2020A, Adoption of the FY2021 Final Budget for West Point City and All Related Agencies –** Mr. Ryan Harvey
Mr. Harvey stated that the Tentative Budget was adopted on June 16, 2020 and the Council is now being asked to adopt the Final Budget. The only change to the Tentative Budget is the adopted Property Tax Rate of .000910 and the addition of the Community Development Director position, which is a personnel cost increase of about $27,000. The City Planner position included in the Tentative Budget was budgeted at $98,000 ($60,000 in salary and $38,000 in benefits) and the proposed Community Development Director position that will replace that position is budgeted at $123,000 ($85,000 in salary and $40,000 in benefits).

Mayor Craythorne opened the public hearing.

a. Public Hearing

Derek Van Voris – 1629 N 4500 W: Mr. Van Voris stated that in his review of the proposed budget, the major increase is for the Community Development Director pay raise of $25,000 per year. He would like to know if this salary increase is comparable for this position throughout the State, or if the City is trying to compensate for underpaying the position in the past, or if there is a candidate to fill the position that is asking for this salary.

Mayor Craythorne thanked Mr. Van Voris for his comments and clarified that the Tentative Budget included an additional City Planner position to be added, however, since that time, that position is being proposed to be replaced with a new Community Development Director position, and so the increase from the Tentative Budget to the Final Budget is the difference in salary of those two positions. The Director will have a different workload, duties, and responsibilities than a Planner and is a position that we do not have currently.

Jake Warner – 394 N 220 W: Mr. Warner stated that "it seems interesting" that there would be a proposed salary increase without first attempting to hire at the lower salary.

Mr. Laws explained to Mr. Warner that the previous salary is for a City Planner position. After proposing that additional City Planner position (in the Tentative Budget), further discussion of current needs and how to best prepare for future needs in the Community Development Department has taken place. Through those discussions, Staff feels that the best benefit for the City at this point is to completely restructure the position originally asked for in the Tentative Budget of another City Planner and instead create a Community Development Director position. As a Director, it is a higher-level position and Staff has done a market study to analyze what Community Development Directors are being paid in surrounding cities and throughout the Wasatch Front. The proposed salary is that full market range, however, the actual hiring range is typically not above the mid-point of the range, which for this position would be about $85,000. It is expected that a candidate with the skill set and experience needed will be able to be hired within the hiring range.

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

b. Action

Mr. Harvey stated that the proposed budget uses the Certified Property Tax Rate of .000877, and a motion to approve the Final Budget should note the amendment of that rate to the .000910 that was just approved.

The Council had no further discussion on the budget.

Council Member Petersen motioned to approve Ordinance No. 08-18-2020A, with a Property Tax Rate of .000910 and addition of a new Community Development Director position
Council Member Judd seconded the motion

Roll Call:
Council Member Henderson – Aye
Council Member Judd – Aye
Council Member Chatterton – Aye
Council Member Petersen – Aye
Council Member Dawson – Aye

The Council unanimously agreed

Mayor Craythorne thanked Staff and the Council for the work done and discussions had in creating the final budget. The Mayor also reaffirmed his opinion that the Council made the right choice to go through the Truth in Taxation process to allow for more time in evaluating current economic conditions and how they affect the City's budgetary needs.

8. Motion to Adjourn the Special Budget Meeting

Council Member Henderson motioned to adjourn the Special Budget Meeting
Council Member Dawson seconded the motion
The Council unanimously agreed.

3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL
MEETING MINUTES
ELECTRONIC MEETING
NO PHYSICAL MEETING LOCATION
August 18, 2020

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

General Session
Immediately following Special Budget Meeting

Minutes for the General Session of the West Point City Council held via electronic Zoom Meeting, accessible to attendees by entering Meeting ID #85918784320 at https://zoom.us/join or by telephone at (669) 900-6833, on August 18, 2020, with Mayor Erik Craythorne presiding.

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

EXCUSED: None

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: Visitors able to attend electronically, no sign-in required.

1. **Consideration of Final Approval of the Harvest Field Subdivision –** Mr. Boyd Davis

Mr. Davis stated that this subdivision is located at 1200 S 4500 W and is being developed by Ovation Homes. They have submitted four phases for final approval. These phases were allowed by the Council to be developed simultaneously. Phase 3 will include open space, park area, and pickleball court that are part of the entire project. Phase 1 contains 30 lots, Phase 2 has 29, Phase 3 has 20 lots, and Phase 4 has 20 lots.

Preliminary approval was granted on April 23rd and the City approved the multiple phase requires on May 19th. The Planning Commission considered approval of the phases at their meeting on August 13th, however approval from UDOT had still not been received for the project. The Planning Commission had planned to table approval until their next meeting, however the developers asked that instead of tabling, approval be denied. By taking action rather than tabling, request for approval would be on the City Council's agenda for consideration sooner and save time on the project's timeline. Hence, the only reason the Planning Commission denied the subdivision was because the approval letter from UDOT had not yet been received. That approval has since been received and submitted, as well as all of the other approvals needed from Hooper Water District, Davis and Weber Counties Canal, Co., and Syracuse City. All of the outstanding items have also now been resolved. Staff recommends approval of Phases 1-4 of the Harvest Field Subdivision.

Mr. Davis clarified for Council Member Chatterton that the approval from Syracuse City that was needed was because Syracuse City owns the storm drain line and sewer line on 1200 S, as well as half of that road. West Point has an Interlocal Agreement with Syracuse in place to be able to use those utilities, but Staff asked that the developers receive approval from Syracuse specifically for this project to make sure that they were comfortable with the connections that will be made to the utilities, construction of the road, etc.

Council Member Petersen inquired as to the intentions for Parcel C at the north end of Phase 1 and why it causes a curve in the road. Mr. Davis explained that the road shifts to allow the accessory building built on the adjoining property to meet the required setbacks. It will be owned by the HOA, but Mr. Davis stated that he is unsure what the developers plan to do with the area. Brad Frost, attending the meeting as the developer representative, stated that they are not sure how this property will be used, but imagines that it will likely just be a grassed area.

The Council had no further discussion.

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

2. Consideration of Final Approval of the Dahlia Estates Subdivision Phases 1 and 2 – Mr. Boyd Davis

Mr. Davis stated that this item was discussed in tonight's Administrative Session and gave a quick review of the subdivision. The subdivision is located at 4300 W 300 N and the developers are requesting approval of Phases I and II. They have received approval by the Council to develop the phases simultaneously. At the last meeting, the City Council requested that the developer consider a redesign of Cold Springs Road to eliminate the remaining parcel on the east side of the road. They have met that request and submitted a new concept plat with Cold Springs Road curving slightly, allowing for three additional, buildable lots along the east and west side of the road. Staff believes that the new road design is acceptable and that the new plan is much better.

Staff has reviewed the plans and all items have been addressed. However, the construction plans for Phase 1 must be updated to match the new layout. They have also received approval from the following agencies, however the developer should go back to each agency if their utilities are affected by the new layout on Phase 1:

- Hooper Water Improvement District
- Davis & Weber Counties Canal Co.
- North Davis Fire District.
- North Davis Sewer

Mr. Davis stated that Staff recommends that if the Council grants final approval of Phases 1 and 2, that it be subject to the updated construction plans being submitted and new approvals being received for any utilities that may be affected. Additionally, final approval should also be subject to a revised Donation Agreement for the road approved and accepted by the City Council. The updated Donation Agreement is currently being worked on and reviewed by legal counsel, but was not ready for consideration of approval at this meeting, but Mr. Laws stated that finalization of the subdivision can be given, subject to those three items. He expects that the Donation Agreement will be ready for the Council to consider at the next meeting.

Council Member Petersen motioned to approve Dahlia Estates Phases 1 & 2 subject to completion of the following items:

1. Revised and submitted construction plans
2. Submittal of new letters of approval from affected utility agencies
3. Revised Donation Agreement presented to and approved by the City Council

Council Member Henderson seconded the motion

Council Member Chatterton inquired as to why final approval should be given at this time rather than waiting until all of these items have been completed. Mr. Laws stated that the developers are trying to finalize purchase of the property and are on a timeline to do so. Having final approval, even subject to these items, will help them in that process.

The Council unanimously agreed

3. Consideration of Motion to Approve CARES Act Projects Proposed by the City Manager and Authorizing the City Manager to Approve Future CARES Act Funding Requests and Needs – Mr. Kyle Laws

Mayor Craythorne stated that this item is in regards to use of the CARES Act funds the City has received, and projects that are currently being proposed by Staff. This item is also to discuss how future projects using the funds should be approved.

Mr. Laws stated that the City has received the first tranche of CARES Act funds in the amount of $318,362 and is eligible to receive $955,087 over the course of the three tranches. The second tranche may be available as early as next week, but depends on when the State releases those funds. In previous meetings, the Council has approved contributing half of this first tranche to Davis County for the Davis CARES Business Grant Program and a one-time disbursement of $31,622.16 to the North Davis Fire District to support them in their COVID-19 efforts.

Mr. Laws stated that Staff has identified some needs that these funds could be used for in the City's response to COVID-19 and would like the Council's thoughts on the proposed projects and also how the process of approval for future projects should best be implemented. The current proposed projects are as follows:

- Upgrade the technology in the Council Chambers and Conference Room to allow for seamless broadcast of remote meetings, including an additional screen, cameras, and audio support for virtual or broadcast meetings. ($16,000)
- Reducing touch points and upgrading restroom facilities, with automatic flushing toilets, automatic faucets, automatic soap dispensers, etc.
- Automatic door openers for the main entrance to City Hall and to the outside doors of the Council Chambers
- Cough Shields for the front desk
- Cubicle Walls and workstations for changes to existing work areas in City Hall, including moving front desk personnel back away from the desk in a newly designed workspace.
- Redesign and upgrades to the back-office area to better utilize the space and add protection to the employees working in that area (this could require installing permanent walls, doors and interior windows as well as new cubicle walls and desk space)
- Additional license purchases for Caselle, Spatial Generations, and other software programs to allow those working from home to connect and be more efficient.
- Purchase of 4-6 laptops and docking stations that can be used by those telecommuting, allowing desktop computers to remain at City Hall. (~$3,000 each)
- Locking the interior vestibule doors, and allowing the exterior front doors to remain unlocked during business hours. This will allow residents to come in out of the cold to drop off documents or wait for scheduled meetings. We would also have a sanitation station inside the vestibule for those entering the building.
- New firewall (~$12,000) to provide added protection with those working from home and remoting in to access the server.
- Document Management System that will allow for residents and applicants to find documents and fill out forms online without needing to come to City Hall (~$25,000)
- Additional VPN licenses (~$300 each) – this is what allows employees to access the server remotely
- PPE, masks, gloves, sanitizing supplies, etc.

The Council felt that these are all appropriate projects that would use the CARES Funds as they are intended. Council Member Dawson expressed his opinion that Staff is capable of determining how to best use the funds appropriately and as intended. Council Member Chatterton agreed, stating that the City Manager should be able to approve projects up to $25,000; projects costing more than that should come to the Council for approval.

Council Member Petersen stated his belief that the spending of these funds would fall under the normal City's Purchasing Policy that is already in place, but if other approval is necessary to streamline the process and account for unique purchases, it should be recognized that the current Purchasing Policy is being deviated from. Mr. Laws stated that the current Purchasing Policy for materials, supplies, and services requires a purchase order for anything over $1,000 and any purchase over $10,000 requires three quotes. The Policy does not set a formal bidding process and there is also no Council approval required for those items, only approval from the City Manager. However, there may be some projects that could be considered minor public improvements, such as adding walls and cubicles, etc., and those require Council approval for anything costing $30,000 or more.

Council Member Petersen stated that he would like to streamline the process and eliminate the requirement to receive three bids for purchases over $10,000 and allow for sole-source purchases up to $25,000 or so, and that it be noted in the motion made.

Mayor Craythorne stated that he and Mr. Laws have constant communication and have discussed the proposed projects in depth, and will continue to do so on future projects. His and Staff's suggestion would be for the Council to make a motion to approve this list of proposed projects and, specific to use of CARES Act funds, allow the City Manager to approve future projects up to a certain limit as decided by the Council.

Council Member Petersen motioned to approve the list of projects as presented and to allow the City Manager to approve future requests for CARES Act funds up to $30,000. Purchases over $30,000 will need Council's approval.
Council Member Dawson seconded the motion
The Council unanimously agreed

4. Motion to Move into a Closed Session

Council Member Petersen motioned to move into a Closed Session
Council Member Chatterton seconded the motion
The Council unanimously agreed

<u>Closed Session</u>

1. Motion to Open Closed Session
Council Member Chatterton motioned to open the Closed Session
Council Member Henderson seconded the motion
The Council unanimously agreed

2. Call to Order and Roll Call
Mayor Erik Craythorne called the August 18, 2020 Closed Session to order

Roll Call -
Mayor Erik Craythorne
Council Member Gary Petersen
Council Member Kent Henderson
Council Member Annette Judd
Council Member Andy Dawson
Council Member Jerry Chatterton

Kyle Laws, City Manager
Boyd Davis, Assistant City Manager
Ryan Harvey, Administrative Services Director
Casey Arnold, City Recorder

The Council discussed items regarding the following:

3. Purchase of Real Property, Pursuant to UCA §52-4-205(1)(d)

4. Discussion Regarding Pending or Imminent Litigation, Pursuant to UCA §52-4-205(1)(c)

5. Motion to Adjourn Closed Session and enter the General Session

Council Member Dawson motioned to close the Closed Session and enter the General Session
Council Member Henderson seconded the motion
The Council unanimously agreed

5. Motion to Adjourn the General Session

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

____________________________ <u>September 15th, 2020</u>
ERIK R. CRAYTHORNE, MAYOR

____________________________ <u>September 15th, 2020</u>
CASEY ARNOLD, CITY RECORDER

City Council Staff Report

Subject: Subdivision Warranty – Bannock Ph. 2
Author: Boyd Davis
Department: Community Development
Date: September 15, 2020

Background
The Bannock Subdivision is located at 625 S 4000 W. 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 Bannock Subdivision, Phase 2, on a one-year warranty.

Significant Impacts
None

Attachments
None

City Council Staff Report

Subject: Bluff View Subdivision Phasing Request
Author: Boyd Davis
Department: Community Development
Date: September 15, 2020

Background

Staff received a request from the developers of the Bluff View Subdivision to allow multiple phases to be developed simultaneously. They provided a letter stating their reasons for the request. The Code does allow multiple phases if approved by the City Council.

Analysis

The code states that no more than two phases shall be developed at one time unless approved by the City Council.

> *16.05.090(D)*
>
> *10. Developments over 30 lots shall be done in phases. A phase shall consist of no more than 30 lots unless specifically approved by the city. Each phase must be completed with both on- and off-site improvements within two years. The city shall not approve more than 30 lots in a development or single phase without requiring the construction of a second access road that connects to an existing public street.*
>
> *When the off-site improvements have been 100 percent completed within the boundaries of the recorded plat of any phase and approved by the city, and on-site improvements have been 70 percent completed, and building permits have been issued on at least 50 percent of the lots, then the developer may record the plat for the next phase of the development.*
>
> ***In no case shall more than two phases be developed consecutively. The city council may grant exceptions to these rules if deemed appropriate.***

The developers are requesting approval to do two phases initially. The first phase will be 28 townhomes and the second phase will be 36 patio homes. They would also like to request approval to move on to subsequent phases within each product type once they have issued 50% of the building permits within the first phase of that specific product type without having to wait for the other product type to meet the 50% threshold. For example, if 50% of the townhouses in the first phase are complete but only 20% of the patio homes are complete in phase 2, they would be able to start another phase of townhomes.

Recommendation

Staff does not have a specific recommendation. We are seeking direction from the City Council.

Significant Impacts

None

Attachments

Letter

Phasing Plan

Boyd,

Due to the nature of the Bluff View development having two types of products and multiple phases where timing of each matters, we are asking for approval to allow multiple phases within our development to be developed simultaneously regarding the ordinance requiring 50% of a given phase to have permits pulled prior to starting the next phase. Obviously sales of our townhomes and progress thereof should not impact our ability to move ahead with the patio homes next phases or visa versa.
This request is similar to what has happened on Dalia Estates and the Harvest Fields development where all phases could be developed simultaneously.
We would like to have this on the next City Council meeting agenda in order to obtain this approval prior to our submitting for final.
We will be submitting for final approval in the next two weeks or so.
Call me is you have any questions and to confirm you can get this on the agenda.
Best regards,

Mark Thayne
NHM8
PO Box 2000
Layton, Utah 84041
(801)726-6141

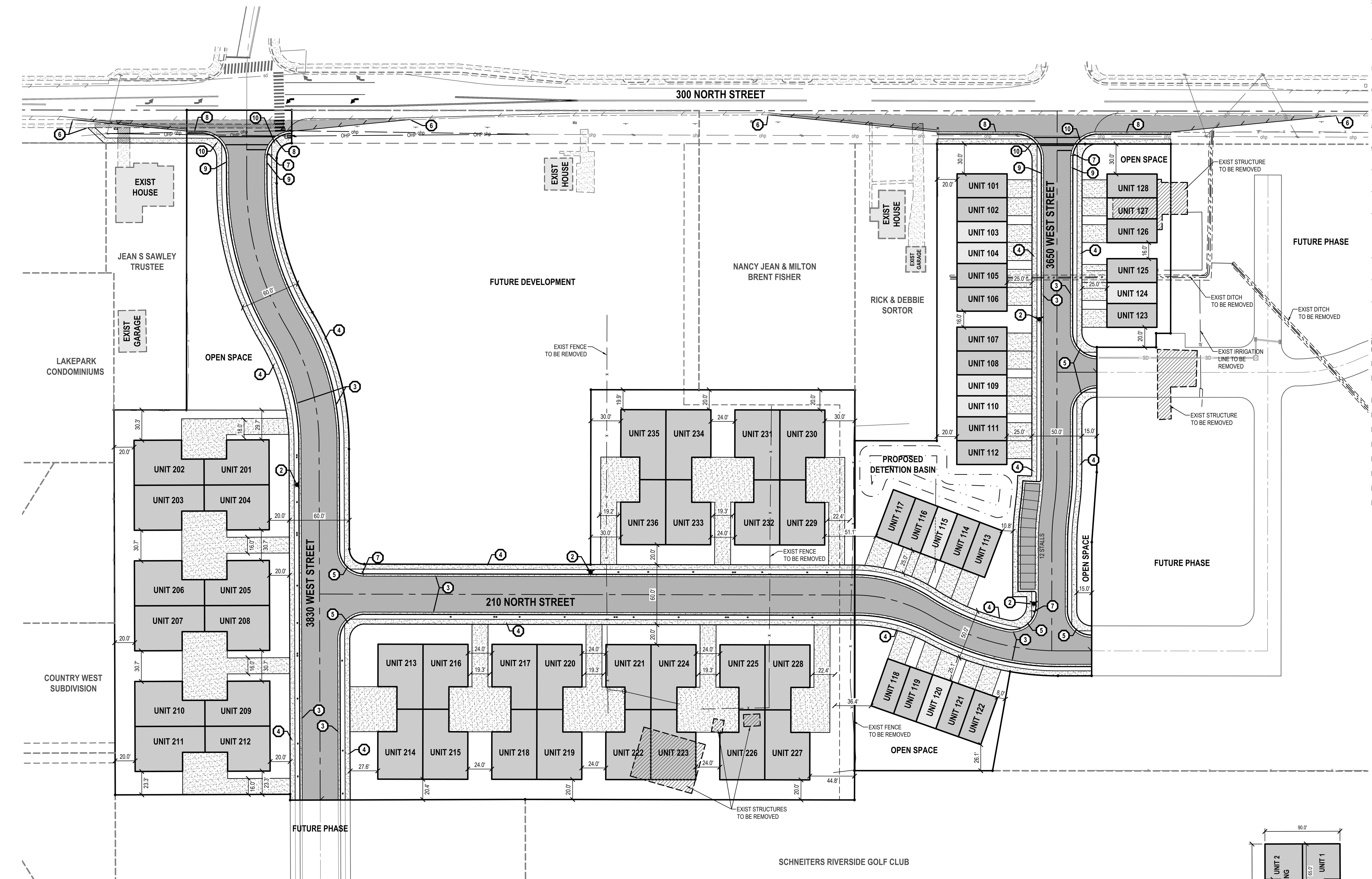
811
Know what's **below**. **Call** before you dig.

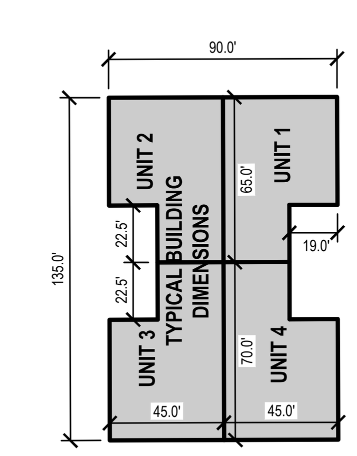
CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

NORTH QUARTER CORNER
SECTION 5
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN

ELEV = 4297.17'





THESE BUILDING DIMENSIONS ARE APPROXIMATE AND WILL BE FINALIZED AND APPROVED WITH BUILDING PERMITS

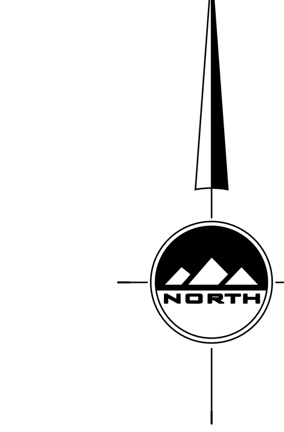
NOTES

1. ALL WORK TO COMPLY WITH WEST POINT CITY'S STANDARDS AND SPECIFICATIONS.
2. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ALL CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.
3. ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.
4. ALL CONSTRUCTION SIGNAGE, BARRICADES, TRAFFIC CONTROL DEVICES, ETC. SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. THE CONTRACTOR WILL MAINTAIN SUCH SO THAT THEY ARE PROPERLY PLACED AND VISIBLE AT ALL TIMES.
5. SIDEWALKS AND CURBS DESIGNATED TO BE DEMOLISHED SHALL BE DEMOLISHED TO THE NEAREST EXPANSION JOINT, MATCHING THESE PLANS AS CLOSELY AS POSSIBLE.
6. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.
7. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.
8. ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).
9. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT.
10. FIRE HYDRANTS AND ACCESS ROADS SHALL BE INSTALLED PRIOR TO THE CONSTRUCTION OF ANY BUILDINGS.
11. ALL HYDRANTS SHALL BE PLACED WITH THE 4-1/2" CONNECTION FACING THE POINT OF ACCESS FOR FIRE DEPARTMENT APPARATUS.
12. PRIOR TO BEGINNING CONSTRUCTION OF ANY BUILDINGS, A FIRE FLOW TEST OF THE NEW HYDRANTS SHALL BE CONDUCTED TO VERIFY THE ACTUAL FIRE FLOW FOR THIS PROJECT. THE FIRE PREVENTION DIVISION OF NORTH DAVIS FIRE DISTRICT SHALL WITNESS THIS TEST AND SHALL BE NOTIFIED A MINIMUM OF 48 HOURS PRIOR TO THE TEST.
13. ALL SECONDARY WATER IMPROVEMENTS TO BE INSTALLED PER DAVIS AND WEBER COUNTIES CANAL COMPANY STANDARDS AND SPECIFICATIONS.
14. CULINARY WATER AND SANITARY SEWER LATERALS SHALL BE INSTALLED WITH A MINIMUM OF 10' HORIZONTAL SEPARATION.
15. SEE SHEET C-101 FOR IMPROVEMENTS WITHIN THE UDOT RIGHT-OF-WAY.

SCOPE OF WORK:

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

1 INSTALL STREET LIGHT PER WEST POINT CITY STANDARDS
2 INSTALL FIRE HYDRANT AND VALVE PER WEST POINT CITY STANDARDS AND SPECIFICATIONS
3 INSTALL 2.5' TYPE "A" CURB & GUTTER PER APWA PLAN # 205 (TYP)
4 INSTALL 5' SIDEWALK PER APWA PLAN # 231 (TYP)
5 INSTALL HANDICAP ACCESSIBLE RAMP PER ADA STANDARDS AND SPECIFICATIONS
6 MATCH EXISTING IMPROVEMENTS
7 INSTALL STOP SIGN AND STREET SIGN
8 INSTALL TYPE B-1 CURB AND GUTTER PER UDOT STANDARD DRAWING GW 2A
9 TRANSITION FROM TYPE B-1 CURB AND GUTTER TO 30" TYPE 'A' CURB AND GUTTER
10 INSTALL PEDESTRIAN RAMP PER UDOT STANDARD DRAWING PA-02. PEDESTRIAN RAMPS ARE TO MEET UDOT STANDARD AND SUPPLEMENTAL DRAWINGS PA SERIES. ANY NON-CONFORMING RAMPS WILL BE REPLACED AT NO COST TO THE DEPARTMENT OR THE DEVELOPER. PERMIT INSPECTORS WILL SUBMIT THE REQUIRED FORMS FOR ALL IMPACTED RAMPS. REMOVE ALL CONCRETE SIDEWALK, CURB AND GUTTER TO THE NEAREST EXISTING JOINT.



HORIZONTAL GRAPHIC SCALE

50 0 25 50 100

(IN FEET)
HORZ: 1 inch = 50 ft.

APPROVED FOR CONSTRUCTION

BY: ______________________ DATE: __________
CITY ENGINEER

ENSIGN
THE STANDARD IN ENGINEERING

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

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
NHM8, LLC
P.O. BOX 2000
LAYTON, UTAH 84041

CONTACT:
BRYAN BAYLES
PHONE: 801-634-2129

BLUFF VIEW SUBDIVISION PHASE 1 & 2
3830 WEST 300 NORTH WEST POINT, UTAH

PROFESSIONAL ENGINEER
No. 5049039
9-4-2020
STATE OF UTAH
CAMERON HESS PRESTON

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

SITE PLAN

PROJECT NUMBER 7941B
PRINT DATE 9/3/20
DRAWN BY M.ELMER
CHECKED BY C.PRESTON
PROJECT MANAGER C.PRESTON

C-100

City Council Staff Report

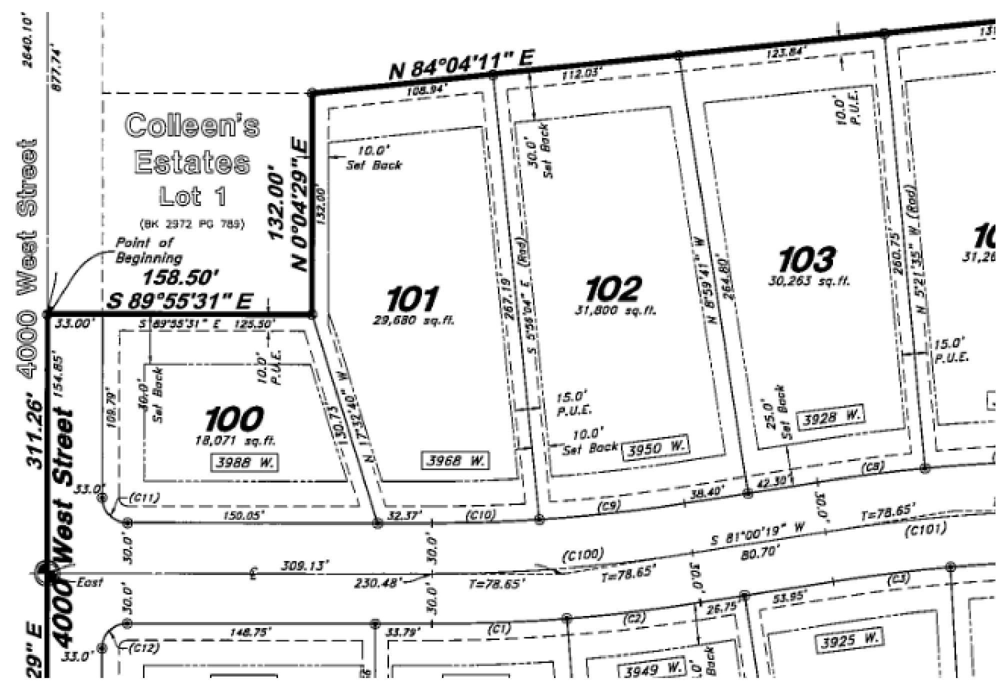
Subject: Amended Plat – Bennett Century Farms
Author: Boyd Davis
Department: Community Development
Date: September 15, 2020

Background

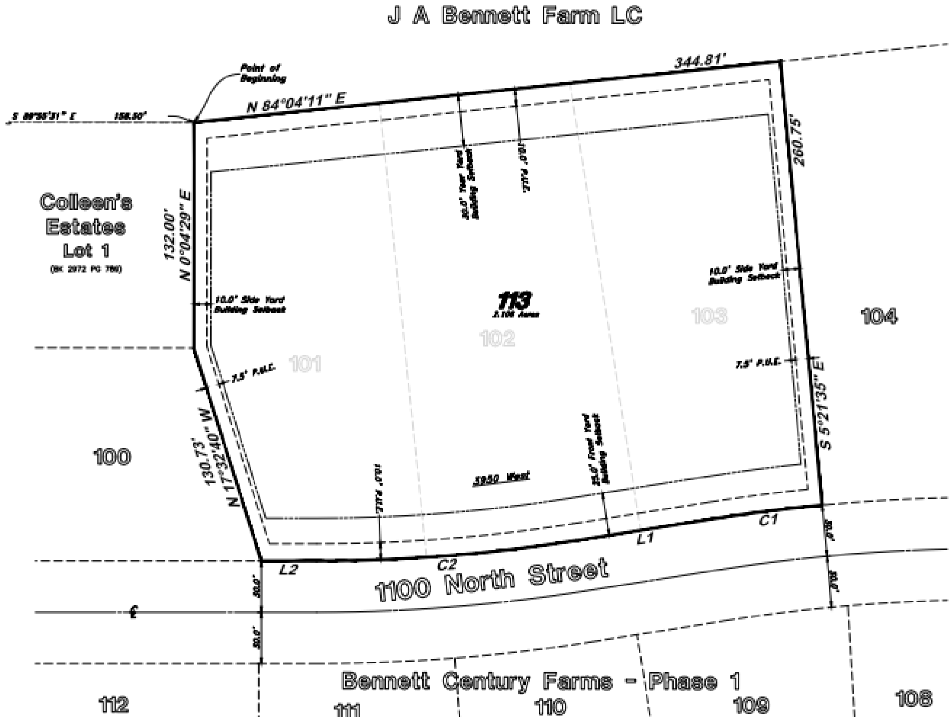
The Bennett Century Farms Subdivision is located at 1100 N 4500 West. Lots 101, 102, and 103 are owned by the same resident and they would like to combine the three lots into one in order to build an accessory building and have it on same parcel. They have submitted an application, a plat, and have paid the fees.

Analysis

The current subdivision plat is as follows:



The owners would like to combine the lots as shown on the plat below:



Because this is a simple combination of lots and it is under one owner there is no need for signatures from other lot owners nor will a public hearing be necessary. There is also no requirement for the plat to be reviewed by the Planning Commission.

At the last meeting we mentioned that the existing public utility easement must be vacated by ordinance, however, after discussing this with the County Recorder's office we have found out that is not necessary. They told us that all we need is the plat and that will automatically vacate the easement. They pointed us to State code 10-9a-609(2)(b) which states:

(b) If the amended plat is approved and recorded in accordance with this section, the recorded plat shall vacate, supersede, and replace any contrary provision in a previously recorded plat of the same land.

Recommendation

Staff recommends approval of the amended plat.

Significant Impacts

None

Attachments

Amended Plat

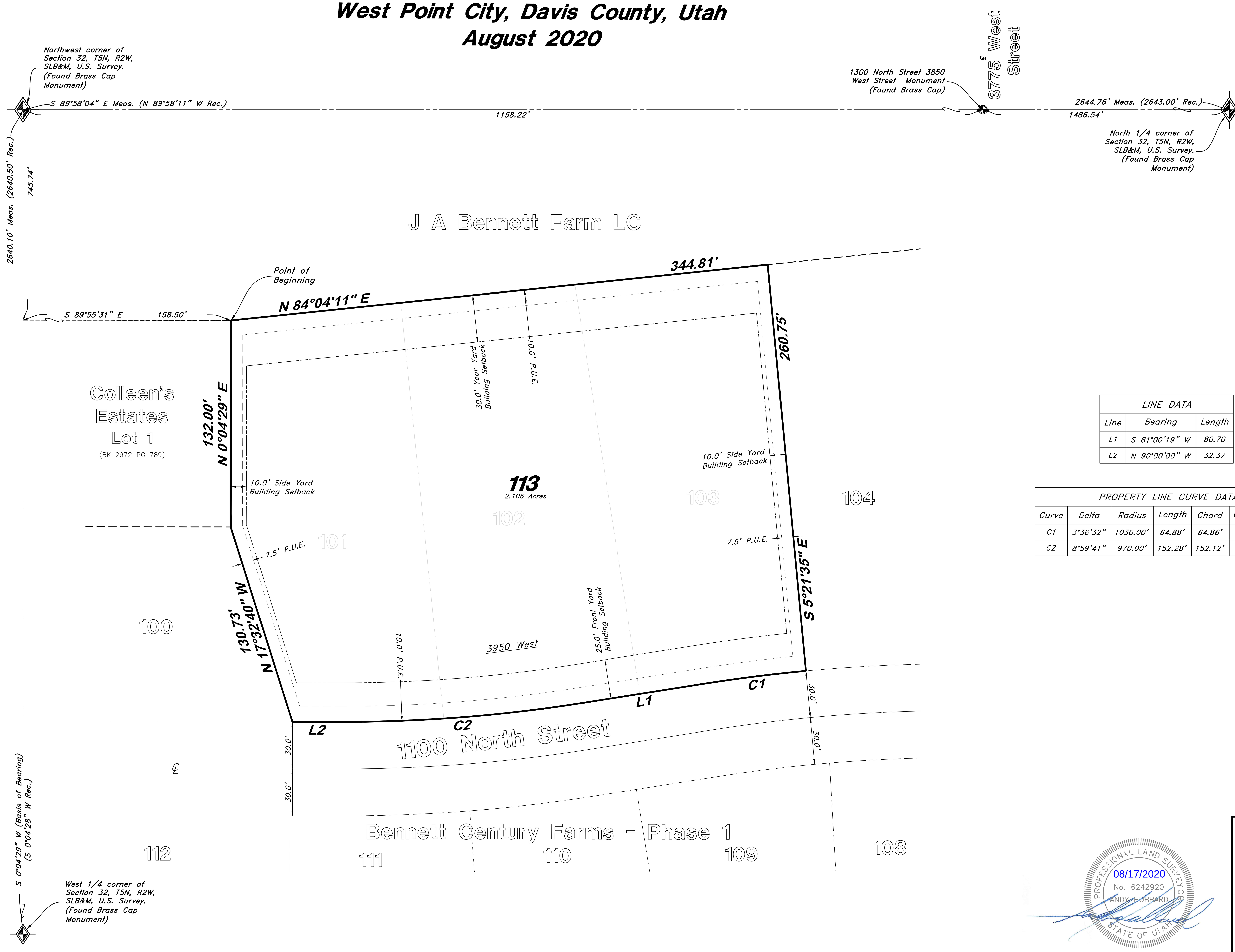
Bennett Century Farms - Phase 1 1st Amendment

Amending Lots 101, 102 and 103
A part of the Northwest Quarter of Section 32, T5N, R2W, SLB&M, U.S. Survey
West Point City, Davis County, Utah
August 2020

Scale: 1" = 40'

40 0 10 20 40 50 60 70 80

Graphic Scale



LEGEND

- ▲ Set Nail & Washer
- Set 5\8 x 24" Rebar & GBE Cap
- Section Corner
- Street Monument
- Existing Street Monument
- P.U.E. Public Utility Easement
- (Rad) Radial
- (N/A) Not Radial

LINE DATA

Line	Bearing	Length
L1	S 81°00'19" W	80.70
L2	N 90°00'00" W	32.37

PROPERTY LINE CURVE DATA

Curve	Delta	Radius	Length	Chord	Chord Bearing
C1	3°36'32"	1030.00'	64.88'	64.86'	S 82°48'35" W
C2	8°59'41"	970.00'	152.28'	152.12'	S 85°30'10" W

NOTE:
1. Many areas in West Point City have water problems due to a seasonally high (fluctuating) water table. Approval of this plat does not constitute representation by the City that any building at any specified elevation will solve ground water problems. Solution of these problems is sole responsibility of the permit applicant and property owner.
2. This Subdivision is in West Point City Land Drainage Zone C and footing drains and sump pump are required in order to have a basement.
3. 10' Wide Public Utility Easements along the front and rear of each lot as shown and 7.5 feet along the side of the lot.

GREAT BASIN ENGINEERING INC
5746 South 1475 East Ogden, Utah 84403
Main (801)394-4515 S.L.C (801)521-0222 Fax (801)392-7544
www.greatbasinengineering.com

PROFESSIONAL LAND SURVEYOR
08/17/2020
No. 6242920
ANDY HUBBARD
STATE OF UTAH

Sheet 2 of 2

DAVIS COUNTY RECORDER

ENTRY NO.__________ FEE PAID __________ FILED FOR RECORD AND RECORDED__________, AT __________ IN BOOK__________ OF OFFICIAL RECORDS, PAGE__________. RECORDED FOR__________

DAVIS COUNTY RECORDER

BY:__________
DEPUTY

06N306-PH1