WEST POINT CITY COUNCIL MEETING NOTICE & AGENDA MAY 18TH, 2021

WEST POINT CITY HALL
3200 W 300 N
WEST POINT, UT

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

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

- **Join Zoom Meeting at**: https://us02web.zoom.us/j/81679101905 *or*
- **Connect via Telephone:** Dial 1(669) 900-6833 and enter **Meeting ID:** 816 7910 1905

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

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

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

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

- **Email**: carnold@westpointcity.org
- **Subject Line:** Must be designated as "Citizen Comment – May 18, 2021 City Council Meeting"
- **Email Body**: **Must** include First & Last Name and Address and a succinct statement of your comment.

ADMINISTRATIVE SESSION

5:30 PM – OPEN TO THE PUBLIC

1. **Discussion Regarding the FY2021 Amended Budget and FY2022 Tentative Budget for West Point City and All Related Agencies –** Mr. Ryan Harvey pg. 4
2. **Discussion Regarding the Sewer Feasibility Study for the Annexation Area** – Mr. Boyd Davis pg. 24
3. **Discussion Regarding a Request to Simultaneously Develop Phases 2 & 7 of the Harvest Fields Subdivision –** Mrs. Bryn MacDonald pg. 60
4. **Discussion Regarding Park Strip Improvements on the SR-108 Road Project** – Mr. Boyd Davis pg. 63
5. **Discussion Regarding the Polling Location and Vote Centers for the 2021 Municipal Election –** Ms. Casey Arnold pg. 66
6. **Update Regarding the 4th of July "Party at the Point" Celebration –** Mr. Kyle Laws
7. **Other Items**

GENERAL SESSION

7:00 PM – OPEN TO THE PUBLIC

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer** (Please contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)
4. **Communications and Disclosures from City Council and Mayor**
5. **Communications from Staff**
6. **Citizen Comment** *(Emailed comments received prior to the meeting using the instructions above will be read to the Council at this time)*
   - Please clearly state your name and address prior to commenting and keep comments to a maximum of 2 ½ minutes
   - Do not repeat positions already stated; public comment is a time for the Council to receive new information and perspectives
   - If attending the meeting in-person, please approach the podium
   - If attending the meeting electronically, use the "raise hand" icon if on a computer or dial *9 on the phone to indicate that you would like to make a comment; when it is your turn, the meeting host will unmute you.
7. **Consideration of Approval of the Minutes from March 16th, 2021 West Point City Council Meeting** pg. 70
8. **Consideration of Approval of the Minutes from the April 6th, 2021 West Point City Council Meeting** pg. 79
9. **Consideration of Approval of Resolution No. 05-18-2021A, Approving the FY2021 Amended Budget –** Mr. Ryan Harvey pg. 4
   a. **Public Hearing** *(please refer to the Citizen Comment instructions above if you would like to make a comment)*
   b. **Action**
10. **Consideration of Approval of Resolution No. 05-18-2021B, Approving the Polling Location and Vote Centers for the 2021 Municipal Elections for West Point City –** Ms. Casey Arnold pg. 66
11. **Consideration of Approval of Ordinance No. 05-18-2021A, Amending Section 10.050 of the WPCC Regarding Commercial Vehicle Parking Restrictions –** Mr. Kyle Laws pg. 85
    a. **Public Hearing** *(please refer to the Citizen Comment instructions above if you would like to make a comment)*
    b. **Action**
12. **Consideration of Approval of the Request to Simultaneously Develop Phases 2 & 7 of the Harvest Fields Subdivision –** Mrs. Bryn MacDonald pg. 60
13. **Motion to Adjourn the General Session**

Posted this 14th day of May, 2021

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: 06/01/2021

Administrative Session – 6:00 pm

1. Discussion Regarding the FY2022 Tentative Budget for West Point City and All Related Agencies – Mr. Ryan Harvey

General Session – 7:00 pm

1. Youth Council Update
2. Consideration of Approval of Resolution No. 06-01-2021A, Approving the FY2022 Tentative Budget – Mr. Ryan Harvey
    a. Public Hearing
    b. Adoption

CDRA – 7:30 pm

1. Consideration of Approval of R06-01-2020A, Approving the FY2022 Tentative Budget for the CDRA of West Point City – Mr. Ryan Harvey
    a. Public Hearing
    b. Adoption

Date: 06/15/2021

Administrative Session – 6:00 pm

1. Discussion Regarding the FY2022 Final Budget and 2021 Property Tax Rate for West Point City and All Related Agencies – Mr. Ryan Harvey

General Session – 7:00 pm

CDRA – 7:00 pm

2. Consideration of Approval of R06-15-2020A, Approving the FY2022 Final Budget for the CDRA of West Point City – Mr. Ryan Harvey
    a. Public Hearing
    b. Adoption

Date: 07/06/2021

Administrative Session – 6:00 pm

1. Discussion Regarding the Widening of 3000 W – Mr. Boyd Davis

General Session – 7:00 pm

Date: 07/20/2021

Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: 08/03/2021

Administrative Session – 6:00 pm

1. Discussion Regarding the FY2022 Final Budget and 2021 Property Tax Rate for West Point City and All Related Agencies – Mr. Ryan Harvey

General Session – 7:00 pm

1. Youth Council Update

Date: 08/17/2021

Administrative Session – 6:00 pm

1. Discussion Regarding the FY2022 Final Budget and 2021 Property Tax Rate for West Point City and All Related Agencies – Mr. Ryan Harvey

SPECIAL BUDGET MEETING – 7:00 pm

1. Consideration of Approval of Resolution No. 08-17-2021A, Approving the 2021 Property Tax Rate – Mr. Ryan Harvey
    a. Public Hearing
    b. Action
2. Consideration of Approval of Ordinance No. 08-17-2020A, Approving the FY2022 Final Budget for West Point City and All Related Agencies – Mr. Ryan Harvey
    a. Public Hearing
    b. Action

General Session – 7:30 pm

Date: 09/07/2021

Administrative Session – 6:00 pm

General Session – 7:00 pm

WEST POINT CITY 2021 CALENDAR

2021

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
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31						

FEBRUARY

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MARCH

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APRIL

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MAY

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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*UPDATED AS OF December 1, 2020

IMPORTANT DATES

JANUARY

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

FEBRUARY

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

MARCH

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

APRIL

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

MAY

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

JUNE

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

JULY

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

AUGUST

- TBD Summer Party
- 3 City Council - 6 PM
- 12 Planning Commission - 6 PM
- 17 City Council - 6 PM
- 20 MOVIE IN THE PARK - DUSK
- 20 Senior Dinner - 5:30 PM
- 26 Planning Commission - 6 PM

SEPTEMBER

- 6 Labor Day - CLOSED
- 7 City Council - 6 PM
- 9 Planning Commission - 6 PM
- 13 Senior Lunch - 11:30 AM
- 17 MOVIE IN THE PARK - DUSK
- 21 City Council - 6 PM
- 23 Planning Commission - 6 PM

OCTOBER

- TBD HALLOWEEN CARNIVAL - 7 PM
- 4 Senior Lunch - 11:30 AM
- 5 City Council - 6 PM
- 7 CEMETERY CLEANING
- 11 Employee Training - CLOSED
- 13 Council/Staff Lunch - 11:30 AM
- 14 Planning Commission - 6 PM
- 19 City Council - 6 PM
- 28 Planning Commission - 6 PM

NOVEMBER

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

DECEMBER

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

City Council Staff Report

Subject: FY2021 Amended Budget and FY2022 Tentative Budget
Author: Ryan Harvey
Department: Administrative Services
Date: May 18, 2021

BACKGROUND

Each year cities in the State of Utah are required to adopt a balanced budget. The final budget for Fiscal Year 2021 was adopted last August. The Council may amend the budget at any time during the fiscal year, after holding a public hearing on the matter. Staff would like to propose a few amendments to the FY2021 Budget.

Cities in the State of Utah are also required to adopt a balanced budget for the upcoming fiscal year (July 1- June 30) on or before the 30th of June. The tentative budget must be presented to the City Council at or before the first meeting in May. The Mayor, City Council, and Staff will discuss the FY2021 Tentative Budget over the course of the next several City Council Meetings, with a tentative schedule as shown below:

May 18, 2021
- Capital Projects Matrix
- Other Funds
- Adoption of FY2021 Amended Budget

June 1, 2021
- CDRA Fund
- Fee Schedule
- Compensation Schedule
- Property Tax Rate
- Outstanding Issues
- Adoption of FY2022 Tentative Budget
- Adoption of FY2022 CDRA Tentative Budget

June 15, 2021
- Adoption of FY2022 Final Budget (If no Truth in Taxation)
- Adoption of FY2022 CDRA Final Budget
- Adoption of Fee Schedule

ANALYSIS

Capital Projects Matrix

The Capital Projects Matrix is provided in your packet. This spreadsheet outlines a recommended 5-year plan for construction and improvement projects in the City. In addition to showing what is budgeted for current projects, the document is also intended to highlight future needs that may or may not be funded. Projects on the Capital Projects Matrix are ranked on a priority scale from 1-5, with 1 being the most urgent and 5 being the least urgent.

The capital projects matrix includes a column for "FY2021 Carryforward". This section represents the amounts that were budgeted but not expended during Fiscal Year 2021. Unless the project has been canceled and the funds reallocated, then the amount will be included in the next fiscal year's budget. This allows staff to complete the project even though the fiscal year has ended.

Totals of the columns titled FY2021 Carryforward and FY2022 represent actual proposed appropriations for FY2022. All future years are subject to future Council approval.

Projects with Funding Changes in FY2021 (see "FY2021 Changes" column):

- *046 – 300 North Widening with Clearfield City (1500 W to 2000 W) – $191,301* – The original budget did not cover all of the work that the City did on the road, so this amount needs to be added to the budget
- *059 – Vehicle Replacement – $23,000* – This amount is for the Bucket Truck that was not originally budgeted for FY2021.
- *068 – City Hall Maintenance and Repair - $20,434* – The roof repair at City Hall went over the budgeted amount, so this is the amount to make the fund whole, and then next year there is $50,000 budgeted for continued maintenance.
- ***Total - $234,735***

Projects funded for FY2022 (Some projects have carry-forward balances from previous fiscal years, which are also included in the budget, but are not listed here):

- *012 – Street Maintenance –$250,000* – Staff increased this from $200,000 to $250,000 going forward because of an increase in Class C money coming into the City and the greater demand to maintain the City's roads.
- *013 – Sidewalk Maintenance –$20,000* – Staff increased this from $10,000 to $20,000 going forward because of an increase in Class C money coming into the City and the greater demand to maintain the City's sidewalks.
- *014 – Street Vehicle Maintenance - $10,000* – This is the normal, yearly amount.
- *015 – Salt and Street Materials – $20,000* – This is the normal, yearly amount.

- *016 – Street Vehicle Equipment - $1,856* – This is the amount needed to keep the amount funded for this project at $10,000.
- *019 – SCADE System Upgrades - $1,596* - This is the amount needed to keep the amount funded for this project at $30,000
- *032 – 2000 West Water Line and Sewer Line (800 N to 470 N) - $351,415* - An additional $300,000 was added for the Water Line, and $51,415 for the Sewer Line.
- *043 – Cemetery Perpetual Care – $11,650* – This is the amount that the City has received so far this year. This amount will be updated on July 1 and included in the final budget.
- *059 – Vehicle Replacement – $55,000* – This is the amount needed to replace the 2016 Chevrolet 3500 Crew Cab.
- *060 – Equipment Replacement - $33,826* – The City needs a new scoreboard at Loy Blake Park. Staff estimates the cost at around $10,000. The remaining amount is to keep the amount funded for this project at $25,000. Staff plans to fund as much of the scoreboard as possible through sponsorships.
- *068 – City Hall Maintenance and Repair - $50,000* – This is the amount needed to keep the amount funded for this project at $50,000.
- *069 – City Signing and Branding 0 $10,000* – This is for the Welcome to West Point signs that staff recently discussed with the Council.
- *073 – 5 Year CIP – $50,000* – This is the normal, yearly amount.
- *075 – Park Improvements – $135,000* – This is the normal, yearly amount.
- *089 – Local Option Sales Tax – $80,000* – This is the normal, yearly amount.
- *096 – 200 South 12" Sewer Line (3000 W to 2500 W) - $200,000* – This is the amount the City is projecting to receive, and which will be paid back to the developer for construction of the line.
- *108 - Parks Master Plan/Impact Fee Analysis - $40,000* – Staff would like to add this plan to the list of plans that the City does on a 5-year rotation schedule.
- *109 - Loy Blake Park Development Plan - $15,000* – Staff would like to do a plan to guide development of Loy Blake Park.
- *110 - Tree Replacement Plan - $10,000* – Staff has $10,000 budgeted for next year, and future years to replace trees throughout the City.
- *111 - Update Public Works/Engineering Standards - $30,000* – Staff would like to update these standards on a 5-year rotation schedule.
- ***Total - $1,275,343***

Enterprise Funds

Last week we discussed changes in the Enterprise Funds related to Personnel Changes. The only other expenditure change not related to Capital Projects is the water purchase from Weber Basin Water Conservancy District. The amount for FY2022 is $213,620, which is an increase of $7,755 over last year.

RECOMMENDATION

Staff would like Council to discuss and provide direction on the Recommended Amended and Tentative Budgets. Staff also recommends Council approve Resolution No. 05-18-2021A, Adopting the Amended Budget for FY2021.

SIGNIFICANT IMPACTS

There are no significant impacts at this time.

ATTACHMENTS

Proposed Amended Budget FY2021 & Proposed Tentative Budget FY2022
Capital Projects Matrix FY2022
Resolution No. 05-18-2021A – Amended Budget FY2021

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
GENERAL FUND						
TAXES						
10-31-10	Property Taxes	495,866.69	542,498.35	544,484.00	544,484.00	550,000.00
10-31-25	Vehicle - In lieu of prop. tax	36,583.04	38,686.53	35,000.00	35,000.00	35,000.00
10-31-30	General Sales and Use Taxes	1,467,655.77	1,626,926.58	1,300,000.00	1,700,000.00	1,500,000.00
10-31-40	Cable TV	52,314.28	59,076.49	30,000.00	30,000.00	50,000.00
10-31-50	Energy Sales and Use	352,054.17	386,092.10	365,000.00	365,000.00	365,000.00
10-31-60	Telecommunications	52,351.97	45,018.90	60,000.00	60,000.00	30,000.00
	Total TAXES:	2,456,825.92	2,698,298.95	2,334,484.00	2,734,484.00	2,530,000.00
LICENSES AND PERMITS						
10-32-10	Bus. License/Cond. Use Permits	2,801.50	9,232.00	2,000.00	2,000.00	10,000.00
10-32-21	Building Permits	187,027.83	310,374.33	200,000.00	400,000.00	400,000.00
10-32-25	Public Safety Fees	.00	136.68	.00	.00	.00
	Total LICENSES AND PERMITS:	189,829.33	319,743.01	202,000.00	402,000.00	410,000.00
INTERGOVERNMENTAL REVENUE						
10-33-56	Class C Roads	417,261.81	410,915.99	200,000.00	200,000.00	400,000.00
10-33-70	Cares Act Revenue	.00	318,362.00	200,000.00	200,000.00	.00
	Total INTERGOVERNMENTAL REVENUE:	417,261.81	729,277.99	400,000.00	400,000.00	400,000.00
CHARGES FOR SERVICES						
10-34-10	Zoning and Subdivision Fees	25,775.00	34,125.00	8,000.00	8,000.00	20,000.00
10-34-60	Recreation Fees	95,184.00	49,386.00	90,000.00	90,000.00	90,000.00
10-34-78	Park & City Hall Reservations	7,645.00	4,150.00	7,000.00	7,000.00	3,500.00
10-34-79	City Celeb. & Sponsorships	10,684.00	5,720.90	9,000.00	9,000.00	9,000.00
10-34-82	Cemetery Interment	22,700.00	22,850.00	15,000.00	15,000.00	15,000.00
10-34-90	Misc. Income & Concessions	216,051.18	1,379.03	2,000.00	2,000.00	2,000.00
	Total CHARGES FOR SERVICES:	378,039.18	117,610.93	131,000.00	131,000.00	139,500.00
MISCELLANEOUS REVENUE						
10-36-10	Interest Earnings	42,527.22	37,143.94	5,000.00	5,000.00	20,000.00
10-36-20	Donations	6,490.00	2,895.00	2,000.00	2,000.00	2,000.00
10-36-90	Miscellaneous	20,081.04	3,029.88	1,000.00	1,000.00	1,000.00
	Total MISCELLANEOUS REVENUE:	69,098.26	43,068.82	8,000.00	8,000.00	23,000.00
CONTRIBUTIONS & TRANSFERS						
10-39-10	Beginning Balance	.00	.00	800,000.00	800,000.00	800,000.00
	Total CONTRIBUTIONS & TRANSFERS:	.00	.00	800,000.00	800,000.00	800,000.00
GENERAL GOVERNMENT						
10-41-10	Mayor and Council Wages	39,813.53	45,616.25	46,200.00	46,200.00	47,413.00
10-41-13	Employee Benefits	5,391.62	5,946.09	7,186.00	7,186.00	7,375.00
10-41-33	Training and Education	9,198.82	1,309.20	9,000.00	9,000.00	9,000.00
10-41-35	Community Service Contracts	776.63	1,100.00	3,000.00	3,000.00	3,000.00
	Total GENERAL GOVERNMENT:	55,180.60	53,971.54	65,386.00	65,386.00	66,788.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
ADMINISTRATIVE SERVICES						
10-44-11	Salaries and Wages	95,596.45	102,094.77	111,562.00	111,562.00	116,024.00
10-44-13	Employee Benefits	39,902.14	44,028.50	48,638.00	48,638.00	49,719.00
10-44-20	Mileage Reimbursement	467.21	.00	800.00	800.00	800.00
10-44-21	Books, Subscrip. & Memberships	906.71	532.84	1,000.00	1,000.00	1,000.00
10-44-24	Postage	3,234.33	3,115.64	5,000.00	5,000.00	5,000.00
10-44-25	Equipment & Supplies	465.55	1,552.37	1,000.00	1,000.00	1,000.00
10-44-26	Equipment Lease & Maintenance	8,527.74	8,076.90	16,500.00	16,500.00	16,500.00
10-44-33	Training & Education	3,332.44	30.03	4,000.00	4,000.00	4,000.00
10-44-38	Auditor & Accounting Support	13,090.00	15,733.27	16,500.00	16,500.00	16,500.00
10-44-63	IT Support & Contracts	6,144.74	4,163.74	7,100.00	7,100.00	7,100.00
10-44-65	Emergency Management	.00	1,388.10	2,000.00	2,000.00	2,000.00
10-44-69	Office Supplies & Expense	4,461.66	2,671.85	4,000.00	4,000.00	4,000.00
10-44-75	Risk Management	20,358.18	18,810.94	40,000.00	40,000.00	40,000.00
10-44-95	Credit Card Processing Fees	1,121.24	1,241.98	1,000.00	1,000.00	1,000.00
10-44-98	Bank Service Charges	779.20	1,047.75	1,000.00	1,000.00	1,000.00
Total ADMINISTRATIVE SERVICES:		198,387.59	204,488.68	260,100.00	260,100.00	265,643.00
PUBLIC WORKS						
10-48-11	Salaries and Wages	111,372.95	109,967.85	158,708.00	158,708.00	165,165.00
10-48-13	Employee Benefits & Retirement	65,740.66	67,295.57	108,687.00	108,687.00	110,455.00
10-48-15	On call pay	5,804.44	5,730.17	5,950.00	5,950.00	5,950.00
10-48-20	Overtime	21,610.42	19,358.00	14,000.00	14,000.00	14,000.00
10-48-23	Travel and Education	103.85	.00	360.00	360.00	360.00
10-48-25	Equipment, Supplies & Maint.	7,222.96	9,114.70	9,000.00	9,000.00	9,000.00
10-48-26	Municipal Bldgs. Oper. & Maint	15,502.13	20,974.58	24,260.00	24,260.00	24,260.00
10-48-54	Prot. Clothing & Equipment	1,975.04	3,627.80	3,000.00	3,000.00	3,000.00
10-48-65	Fleet Operations & Maintenance	6,060.52	6,554.35	4,250.00	4,250.00	4,250.00
10-48-67	Fleet Fuel	9,032.74	7,657.19	12,865.00	12,865.00	12,865.00
10-48-69	Office Supplies & Expense	555.59	187.81	1,300.00	1,300.00	1,300.00
10-48-70	Fleet Leases	.00	.00	10,000.00	10,000.00	10,000.00
10-48-75	Crosswalk Power	543.47	609.89	900.00	900.00	900.00
10-48-77	Public Facilities Heating	4,475.40	5,881.81	5,000.00	5,000.00	5,000.00
10-48-82	Public Facilities Power	20,443.32	14,053.04	14,000.00	14,000.00	14,000.00
10-48-84	Street Lighting Pwr & Mnt.	44,109.91	49,582.85	52,000.00	52,000.00	52,000.00
Total PUBLIC WORKS:		314,553.40	320,595.61	424,280.00	424,280.00	432,505.00
EXECUTIVE						
10-49-11	Salaries and Wages	161,421.93	175,513.30	183,282.00	183,282.00	190,613.00
10-49-13	Employee Benefits	76,213.46	82,055.90	109,999.00	109,999.00	111,966.00
10-49-20	Mileage Reimbursements	702.59	387.44	750.00	750.00	750.00
10-49-21	Books, Subscrip. & Memberships	3,334.01	1,976.37	3,000.00	3,000.00	3,000.00
10-49-23	Travel and Education	7,707.10	8,273.34	6,000.00	6,000.00	6,000.00
10-49-24	Postage	.00	.00	320.00	320.00	320.00
10-49-25	New Equipment Purchase	13,825.92	19,088.38	17,000.00	17,000.00	17,000.00
10-49-37	Attorney	52,490.88	28,737.86	33,000.00	33,000.00	33,000.00
10-49-62	Miscellaneous	3,676.65	4,254.64	12,000.00	12,000.00	12,000.00
10-49-63	IT Support & Contracts	20,260.55	30,179.22	36,000.00	36,000.00	36,000.00
10-49-65	Emp. Awards, Rec. & Events	11,824.37	12,639.11	13,000.00	13,000.00	13,000.00
10-49-66	Education Reimb. Program	2,000.00	3,500.00	6,000.00	6,000.00	6,000.00
10-49-67	Emp. Benefits & Bonus Program	.00	.00	13,000.00	13,000.00	13,000.00
10-49-68	Wellness Program	871.26	67.35	2,000.00	2,000.00	2,000.00
10-49-69	Office Supplies & Expense	3,935.49	4,178.05	5,000.00	5,000.00	5,000.00
10-49-70	Cellular & Radio Serv. & Equip	9,325.80	8,750.47	12,000.00	12,000.00	12,000.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
10-49-72	Legal Advertising	4,331.75	5,306.50	9,000.00	9,000.00	9,000.00
10-49-80	Utah League Membership	5,112.94	5,446.40	5,500.00	5,500.00	5,500.00
10-49-82	City Newsletter	4,305.60	4,299.60	4,500.00	4,500.00	4,500.00
10-49-83	Economic Development	.00	.00	5,000.00	5,000.00	5,000.00
10-49-85	Volunteerism Program	.00	284.64	2,000.00	2,000.00	2,000.00
10-49-88	Recorders Office	6,433.78	4,982.10	8,000.00	8,000.00	8,000.00
10-49-89	Elections	.00	17,333.57	20,000.00	20,000.00	20,000.00
10-49-90	City Celebrations & Events	75,543.28	53,167.04	73,500.00	73,500.00	78,500.00
10-49-91	Youth Council	4,063.44	5,188.46	8,000.00	8,000.00	8,000.00
10-49-92	Miss West Point Pageant	21,257.14	18,354.64	18,900.00	18,900.00	18,900.00
10-49-93	Senior Program	1,716.17	895.93	2,500.00	2,500.00	2,500.00
10-49-94	Community Garden	.00	.00	300.00	300.00	300.00
10-49-96	Youth Court	.00	.00	3,000.00	3,000.00	5,000.00
10-49-97	COVID-19	.00	13,020.85	200,000.00	200,000.00	200,000.00
10-49-98	Arts Council	.00	.00	.00	.00	5,000.00
Total EXECUTIVE:		490,354.11	507,881.16	812,551.00	812,551.00	833,849.00
COMMUNITY DEVELOPMENT						
10-52-11	Salaries and Wages	173,739.51	181,812.68	277,208.00	277,208.00	248,329.00
10-52-13	Employee Benefits & Retirement	71,824.70	79,220.53	139,647.00	139,647.00	121,595.00
10-52-21	Books, Subscrip. & Memberships	433.00	674.50	750.00	750.00	1,000.00
10-52-23	Travel, Education & Certificat	3,578.11	4,060.42	4,000.00	4,000.00	4,000.00
10-52-25	Equipment & Supplies	5,178.24	4,170.14	6,500.00	6,500.00	2,000.00
10-52-51	GIS	1,850.00	.00	4,000.00	4,000.00	1,750.00
10-52-61	Miscellaneous Supplies	.00	.00	500.00	500.00	.00
10-52-62	Contract Planning & Insp Serv	1,575.00	32,060.00	34,000.00	34,000.00	5,000.00
10-52-63	IT Support & Contracts	.00	.00	10,400.00	10,400.00	5,000.00
10-52-65	State Building Surcharge	1,562.81	2,945.77	1,000.00	1,000.00	1,000.00
10-52-68	Planning Comm/Board of Adj.	1,025.00	1,612.54	3,000.00	3,000.00	3,000.00
10-52-69	Office Supplies & Expense	394.88	256.39	500.00	500.00	500.00
10-52-85	Code Enforcement	.00	.00	4,000.00	4,000.00	4,000.00
Total COMMUNITY DEVELOPMENT:		261,161.25	306,812.97	485,505.00	485,505.00	397,174.00
ENGINEERING						
10-53-11	Salaries and Wages	.00	.00	.00	.00	43,452.00
10-53-13	Emp. Benefits & Retirement	.00	.00	.00	.00	21,915.00
10-53-21	Books, Subscrip. & Memberships	.00	.00	.00	.00	1,000.00
10-53-23	Travel, Education & Certificat	.00	.00	.00	.00	4,000.00
10-53-25	Equipment & Supplies	.00	.00	.00	.00	5,500.00
10-53-51	GIS	.00	.00	.00	.00	3,000.00
10-53-63	IT Support & Contracts	.00	.00	.00	.00	5,400.00
10-53-69	Office Supplies & Expense	.00	.00	.00	.00	500.00
10-53-70	Engineering Services	.00	.00	.00	.00	22,000.00
Total ENGINEERING:		.00	.00	.00	.00	106,767.00
PUBLIC SAFETY & EMERGENCY PLAN						
10-54-11	Crossing Guards	31,865.60	28,191.05	47,240.00	47,240.00	49,580.00
10-54-13	Employee Benefits & Retirement	3,192.65	2,722.80	4,680.00	4,680.00	4,911.00
10-54-15	Crossing Guard Supplies/Equip.	775.83	1,157.71	1,000.00	1,000.00	1,000.00
10-54-60	Animal Control	36,311.00	48,129.92	55,000.00	55,000.00	55,000.00
10-54-62	Police Services	134,882.83	275,322.42	275,000.00	275,000.00	275,000.00
10-54-65	Narcotics Strike Force	8,743.68	8,743.68	8,800.00	8,800.00	8,800.00
10-54-75	Hometown Security (EPRT)	.00	.00	4,000.00	4,000.00	4,000.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
	Total PUBLIC SAFETY & EMERGENCY PLAN:	215,771.59	364,267.58	395,720.00	395,720.00	398,291.00
PARKS AND CEMETERY						
10-70-11	Salaries and Wages	52,690.87	47,991.37	104,008.00	104,008.00	104,008.00
10-70-13	Employee Benefits & Retirement	5,079.16	5,711.40	10,305.00	10,305.00	10,305.00
10-70-20	Uniforms	.00	300.00	600.00	600.00	600.00
10-70-25	Equipment & Supplies	13,266.45	12,863.35	14,000.00	14,000.00	14,000.00
10-70-26	Building and Grounds	85,314.23	72,523.72	68,600.00	68,600.00	68,600.00
10-70-29	Park & Cemetery Lights	4,498.95	3,846.65	3,400.00	3,400.00	3,400.00
10-70-61	Misc. Services and Supplies	1,355.49	.00	1,200.00	1,200.00	1,200.00
10-70-69	Office Supplies & Expense	.00	44.71	500.00	500.00	500.00
10-70-70	Gateways & Public Properties	1,950.00	3,675.23	4,000.00	4,000.00	14,000.00
	Total PARKS AND CEMETERY:	164,155.15	146,956.43	206,613.00	206,613.00	216,613.00
RECREATION						
10-71-11	Salaries and Wages	129,930.37	121,803.93	147,871.00	147,871.00	155,049.00
10-71-13	Employee Benefits & Retirement	56,421.21	61,222.22	77,475.00	77,475.00	78,896.00
10-71-20	Recreation Program Marketing	1,071.60	503.36	1,000.00	1,000.00	1,000.00
10-71-23	Travel & Education	103.85	395.00	2,400.00	2,400.00	2,400.00
10-71-26	Building and Grounds	2,059.52	78.78	2,300.00	2,300.00	2,300.00
10-71-30	Background Checks	616.85	509.05	2,000.00	2,000.00	2,000.00
10-71-60	Soccer	16,617.24	10,082.95	12,000.00	12,000.00	12,000.00
10-71-67	Junior Jazz	22,034.30	18,015.81	18,000.00	18,000.00	23,000.00
10-71-68	Football	25,866.67	18,361.36	34,500.00	34,500.00	34,500.00
10-71-69	Office Supplies & Expense	769.86	344.74	250.00	250.00	250.00
10-71-71	Baseball/Softball	11,101.09	25,559.54	20,500.00	20,500.00	20,500.00
10-71-73	Volleyball	1,472.31	1,599.56	3,000.00	3,000.00	3,000.00
10-71-74	Tennis	.00	.00	5,000.00	5,000.00	5,000.00
	Total RECREATION:	268,064.87	258,476.30	326,296.00	326,296.00	339,895.00
TRANSFERS, CONT. & OTHER USES						
10-90-63	Class C Trans. to Special Rev.	400,562.23	410,915.95	200,000.00	200,000.00	400,000.00
10-90-70	Trans. Debt. Serv. City Hall	107,000.00	107,000.00	107,000.00	107,000.00	107,000.00
10-90-86	TRANSFER TO CAP. PROJ. FUND	956,911.00	885,500.00	592,033.00	1,192,033.00	737,975.00
	Total TRANSFERS, CONT. & OTHER USES:	1,464,473.23	1,403,415.95	899,033.00	1,499,033.00	1,244,975.00
	GENERAL FUND Revenue Total:	3,511,054.50	3,907,999.70	3,875,484.00	4,475,484.00	4,302,500.00
	GENERAL FUND Expenditure Total:	3,432,101.79	3,566,866.22	3,875,484.00	4,475,484.00	4,302,500.00
	Net Total GENERAL FUND:	78,952.71	341,133.48	.00	.00	.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
SPECIAL REVENUE FUND						
DEVELOPMENT FEES						
45-30-57	Road Impact Fees	96,516.00	261,551.13	114,675.00	114,675.00	152,900.00
45-30-70	Park and Trails Impact Fees	152,298.48	356,612.22	178,565.00	178,565.00	238,086.00
45-30-75	North Davis Sewer Impact Fees	246,908.00	592,962.00	244,200.00	244,200.00	352,600.00
45-30-80	N.D. Fire Impact Fees	9,376.24	26,192.08	10,401.00	10,401.00	13,868.00
45-30-99	Beginning Balance	.00	.00	132,940.00	132,940.00	180,636.00
	Total DEVELOPMENT FEES:	505,098.72	1,237,317.43	680,781.00	680,781.00	938,090.00
OTHER FINANCING SOURCES						
45-33-46	Grants (Road Projects)	39,236.63	1,403,327.34	1,912,500.00	1,912,500.00	.00
45-33-47	Grants	.00	75,000.00	.00	.00	.00
45-33-90	Transfer from Other Funds	400,562.23	410,915.95	200,000.00	200,000.00	400,000.00
45-33-93	Local Option Roads	100,719.17	133,273.43	100,000.00	100,000.00	125,000.00
	Total OTHER FINANCING SOURCES:	540,518.03	2,022,516.72	2,212,500.00	2,212,500.00	525,000.00
Source: 36						
45-36-10	Interest Income	57,587.97	53,499.70	.00	.00	.00
	Total Source: 36:	57,587.97	53,499.70	.00	.00	.00
SPECIAL FUND PROJECTS						
45-51-15	Parks/Trails Impact Fee Proj.	.00	.00	1,648.00	1,648.00	1,648.00
45-51-71	Roads/Ped. Walkways Impact Fee	.00	.00	40,000.00	40,000.00	40,000.00
45-51-80	N.D. Sewer Impact Fees	249,220.00	592,962.00	244,200.00	244,200.00	244,200.00
45-51-85	N.D. Fire Impact Fees	8,889.78	27,328.28	10,401.00	10,401.00	10,401.00
45-51-93	Local Option Roads	.00	14,000.00	392,396.00	392,396.00	466,309.00
45-51-95	Class C Road Expenditures	508,059.85	275,823.16	519,155.00	519,155.00	678,069.00
45-51-97	Road & Sidewalk Grant Projects	51,334.89	1,481,164.01	1,685,481.00	1,685,481.00	22,463.00
	Total SPECIAL FUND PROJECTS:	817,504.52	2,391,277.45	2,893,281.00	2,893,281.00	1,463,090.00
	SPECIAL REVENUE FUND Revenue Total:	1,103,204.72	3,313,333.85	2,893,281.00	2,893,281.00	1,463,090.00
	SPECIAL REVENUE FUND Expenditure Total:	817,504.52	2,391,277.45	2,893,281.00	2,893,281.00	1,463,090.00
	Net Total SPECIAL REVENUE FUND:	285,700.20	922,056.40	.00	.00	.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
CAPITAL PROJECTS FUND						
REVENUE						
48-30-39	Misc. revenue	3,250.52	35,408.25	.00	.00	.00
48-30-45	Cemetery Permit & Perpet. Care	60,520.00	43,290.00	200,282.00	200,282.00	265,662.00
48-30-90	Beginning Balance	.00	.00	1,535,167.00	1,537,467.00	1,428,123.00
Total REVENUE:		63,770.52	78,698.25	1,735,449.00	1,737,749.00	1,693,785.00
OTHER FINANCING SOURCES						
48-33-10	Transfer from General Fund	956,911.00	885,500.00	592,033.00	592,033.00	737,975.00
48-33-35	Interest	68,528.21	63,381.74	.00	.00	.00
Total OTHER FINANCING SOURCES:		1,025,439.21	948,881.74	592,033.00	592,033.00	737,975.00
CAP. PROJ. FUND FINANCING USES						
48-51-15	Buildings	40,449.90	67,071.23	100,663.00	100,663.00	83,251.00
48-51-20	Road Projects	148,897.68	232,733.12	746,889.00	746,889.00	539,575.00
48-51-25	Park Improvement Projects	337,318.00	31,662.90	841,201.00	841,201.00	1,037,272.00
48-51-43	Capital Equipment Replacement	9,062.42	66,409.69	1,174.00	1,174.00	35,000.00
48-51-44	Vehicle Replacement	7,221.97	44,841.00	27,273.00	29,573.00	11,000.00
48-51-53	5 Year CIP	.00	.00	410,000.00	410,000.00	460,000.00
48-51-70	Cemetery Perpetual Care	.00	.00	200,282.00	200,282.00	265,662.00
Total CAP. PROJ. FUND FINANCING USES:		542,949.97	442,717.94	2,327,482.00	2,329,782.00	2,431,760.00
CAPITAL PROJECTS FUND Revenue Total:		1,089,209.73	1,027,579.99	2,327,482.00	2,329,782.00	2,431,760.00
CAPITAL PROJECTS FUND Expenditure Total:		542,949.97	442,717.94	2,327,482.00	2,329,782.00	2,431,760.00
Net Total CAPITAL PROJECTS FUND:		546,259.76	584,862.05	.00	.00	.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
WASTE FUND						
OPERATING REVENUE						
51-37-17	Penalties	24,532.50	15,127.50	20,000.00	20,000.00	10,000.00
51-37-26	Sewer Fees	1,048,396.43	1,069,381.56	1,000,000.00	1,000,000.00	1,100,000.00
51-37-50	Garbage Collection Fees	496,079.14	510,595.84	480,000.00	480,000.00	500,000.00
51-37-60	Greenwaste Collection Fees	106,625.16	110,855.18	100,000.00	100,000.00	110,000.00
51-37-70	Recycle Collection Fees	122,246.07	128,663.89	120,000.00	120,000.00	130,000.00
	Total OPERATING REVENUE:	1,797,879.30	1,834,623.97	1,720,000.00	1,720,000.00	1,850,000.00
OTHER FINANCING SOURCES						
51-38-05	Sewer Impact Fees	41,861.86	150,851.42	62,025.00	62,025.00	82,700.00
51-38-15	Can Purchase	11,560.00	11,560.00	5,000.00	5,000.00	17,000.00
51-38-21	Gain/Loss on Capital Assets	30,076.15-	.00	.00	.00	.00
51-38-80	Interest Earnings	16,465.02	12,741.74	10,000.00	10,000.00	10,000.00
51-38-90	MISCELLANEOUS	15.00	.00	.00	.00	.00
51-38-91	DEVELOPER CONTRIBUTIONS	329,795.04	128,196.25	.00	.00	.00
51-38-99	Pension	.00	.00	20,000.00	20,000.00	20,000.00
	Total OTHER FINANCING SOURCES:	369,620.77	303,349.41	97,025.00	97,025.00	129,700.00
TRANSFERS						
51-39-95	Beginning Fund Balance	.00	.00	97,921.00	99,071.00	.00
51-39-96	Sewer Impact Fee Balance	.00	.00	186,560.00	186,560.00	229,303.00
	Total TRANSFERS:	.00	.00	284,481.00	285,631.00	229,303.00
PRIMARY OPERATING EXPENSES						
51-81-11	Salaries and Wages	159,972.91	157,786.38	202,198.00	202,198.00	188,756.00
51-81-13	Benefits and Bonus	75,089.31	73,314.32	122,849.00	122,849.00	114,150.00
51-81-15	On call pay	829.21	818.16	850.00	850.00	850.00
51-81-20	Overtime	253.82	52.11	2,000.00	2,000.00	2,000.00
51-81-27	Lift Station Pumps	1,656.05	1,536.87	2,400.00	2,400.00	2,400.00
51-81-42	Garbage	374,358.87	481,190.21	363,000.00	363,000.00	363,000.00
51-81-43	Greenwaste	102,368.87	106,472.71	98,000.00	98,000.00	98,000.00
51-81-44	Recycling	109,825.45	126,064.98	88,000.00	88,000.00	88,000.00
51-81-49	Sewer Collection and Disposal	813,468.22	827,384.54	668,000.00	668,000.00	668,000.00
51-81-55	Sewer Maintenance and Repair	21,431.76	26,091.92	30,000.00	30,000.00	30,000.00
51-81-63	IT Support & Contracts	18,581.21	15,721.22	23,825.00	23,825.00	23,825.00
51-81-65	Utility Refunds	.00	472.89	1,500.00	1,500.00	1,500.00
	Total PRIMARY OPERATING EXPENSES:	1,677,835.68	1,816,906.31	1,602,622.00	1,602,622.00	1,580,481.00
MATERIALS AND SUPPLIES						
51-82-24	Utility Bills - Postage/Equip.	8,454.82	8,778.32	11,000.00	11,000.00	11,000.00
51-82-47	Can Purchase	26,550.00	35,500.00	27,000.00	27,000.00	27,000.00
51-82-60	Travel and Education	689.08	.00	1,500.00	1,500.00	1,500.00
51-82-61	Misc. Supplies & Deposit Slips	.00	.00	1,000.00	1,000.00	1,000.00
	Total MATERIALS AND SUPPLIES:	35,693.90	44,278.32	40,500.00	40,500.00	40,500.00
WASTE - OTHER EXPENSES						
51-84-05	Sewer Impact Fee Projects	1,531.87	.00	248,585.00	248,585.00	400,000.00
51-84-20	Risk Management	5,380.24	5,513.94	10,000.00	10,000.00	10,000.00
51-84-30	Depreciation	87,565.00	96,038.74	85,000.00	85,000.00	85,000.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
51-84-35	Credit Card Processing Fees	9,642.70	9,540.23	8,100.00	8,100.00	8,100.00
51-84-39	Auditor & Accounting Support	4,760.00	5,498.00	6,000.00	6,000.00	6,000.00
51-84-44	Vehicle Replacement	.00	.00	11,000.00	12,150.00	11,000.00
51-84-81	IT	.00	.00	4,000.00	4,000.00	4,000.00
51-84-83	Capital Improvements	2,497.64	1,600.14	56,699.00	56,699.00	34,922.00
51-84-84	Blue Stakes	1,057.08	2,944.55	1,000.00	1,000.00	1,000.00
51-84-90	Fleet	4,516.35	3,828.59	8,000.00	8,000.00	8,000.00
	Total WASTE - OTHER EXPENSES:	116,950.88	124,964.19	438,384.00	439,534.00	568,022.00
TRANSFERS & CONTINGENCIES						
51-90-99	Pension	.00	.00	20,000.00	20,000.00	20,000.00
	Total TRANSFERS & CONTINGENCIES:	.00	.00	20,000.00	20,000.00	20,000.00
	WASTE FUND Revenue Total:	2,167,500.07	2,137,973.38	2,101,506.00	2,102,656.00	2,209,003.00
	WASTE FUND Expenditure Total:	1,830,480.46	1,986,148.82	2,101,506.00	2,102,656.00	2,209,003.00
	Net Total WASTE FUND:	337,019.61	151,824.56	.00	.00	.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
WATER FUND						
OPERATING REVENUE						
55-37-11	Metered Water Sales	766,723.60	771,619.78	750,000.00	750,000.00	800,000.00
55-37-13	Secondary Water Sales	806,615.66	816,593.12	790,000.00	790,000.00	820,000.00
55-37-14	Connection Fees - Water	20,400.00	20,500.00	15,000.00	15,000.00	11,500.00
55-37-17	Penalties	22,079.25	13,784.75	18,500.00	18,500.00	10,000.00
	Total OPERATING REVENUE:	1,615,818.51	1,622,497.65	1,573,500.00	1,573,500.00	1,641,500.00
OTHER FINANCING SOURCES						
55-38-05	Water Impact Fees	41,371.00	172,010.00	83,400.00	83,400.00	36,696.00
55-38-20	Gain/Loss on Capital Assets	23,964.73-	.00	.00	.00	.00
55-38-55	Miscellaneous Revenue	32.39-	.00	.00	.00	.00
55-38-80	Interest Earnings	37,375.34	32,188.91	20,000.00	20,000.00	20,000.00
55-38-91	DEVELOPER CONTRIBUTIONS	300,560.66	.00	.00	.00	.00
55-38-95	Fund Reserves	.00	.00	776,963.00	941,113.00	351,956.00
55-38-96	Water Impact Fee Balance	.00	.00	176,779.00	176,779.00	176,779.00
55-38-99	Pension	.00	.00	20,000.00	20,000.00	20,000.00
	Total OTHER FINANCING SOURCES:	355,309.88	204,198.91	1,077,142.00	1,241,292.00	605,431.00
PRIMARY OPERATING EXPENSES						
55-81-11	Salaries and Wages	185,368.07	181,322.89	238,474.00	238,474.00	226,508.00
55-81-13	Benefits and Bonus	89,031.48	86,370.39	147,691.00	147,691.00	139,397.00
55-81-15	On call pay	1,658.41	1,636.34	1,700.00	1,700.00	1,700.00
55-81-20	Overtime	891.03	1,669.14	4,000.00	4,000.00	4,000.00
55-81-28	Wells & Water Tank Power	7,040.31	6,583.17	11,500.00	11,500.00	11,500.00
55-81-35	Hooper Water District	1,610.00	855.00	1,500.00	1,500.00	1,500.00
55-81-41	Water Maintenance	26,692.96	42,494.59	18,000.00	93,000.00	18,000.00
55-81-42	Water Sample Testing	1,893.54	4,054.13	5,000.00	5,000.00	5,000.00
55-81-43	Secondary Water	775,983.57	786,503.89	770,000.00	770,000.00	770,000.00
55-81-45	Registration & Other Expenses	160.00	160.00	1,000.00	1,000.00	1,000.00
55-81-60	Travel and Education	2,245.78	1,630.71	4,140.00	4,140.00	4,140.00
55-81-63	IT Support & Contracts	15,887.93	13,001.24	24,000.00	24,000.00	24,000.00
	Total PRIMARY OPERATING EXPENSES:	1,108,463.08	1,126,281.49	1,227,005.00	1,302,005.00	1,206,745.00
WATER - MATERIALS AND SUPPLIES						
55-82-24	Utility Bills - Postage/Equip	8,454.76	8,778.33	8,250.00	8,250.00	8,250.00
55-82-47	Misc. Supplies & Deposit Slips	500.00	.00	750.00	750.00	750.00
55-82-50	Water Meters	87,708.65	98,902.97	115,000.00	115,000.00	115,000.00
	Total WATER - MATERIALS AND SUPPLIES:	96,663.41	107,681.30	124,000.00	124,000.00	124,000.00
WATER - OTHER EXPENSES						
55-84-05	Water System Impact Fee Proj.	1,447.63	.00	800,430.00	800,430.00	408,429.00
55-84-20	Risk Management	4,938.95	5,146.34	10,000.00	10,000.00	10,000.00
55-84-30	Depreciation	100,658.77	143,938.70	80,000.00	80,000.00	80,000.00
55-84-33	Capital Projects & Expenditure	5,937.24	1,048.93	119,042.00	119,042.00	119,837.00
55-84-35	Credit Card Processing Fees	10,315.46	10,205.85	8,800.00	8,800.00	8,800.00
55-84-38	Auditor & Accounting Support	4,760.00	5,498.00	6,000.00	6,000.00	6,000.00
55-84-40	Water Purchase - Weber Basin	167,922.00	187,410.00	205,865.00	293,865.00	213,620.00
55-84-44	Vehicle Replacement	.00	.00	11,000.00	12,150.00	11,000.00
55-84-82	Blue Stakes	1,272.58	1,487.16	1,500.00	1,500.00	1,500.00
55-84-83	IT	.00	.00	2,000.00	2,000.00	2,000.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
55-84-85	Engineering Studies & Planning	520.00	.00	20,000.00	20,000.00	20,000.00
55-84-90	Fleet	7,903.65	6,700.03	15,000.00	15,000.00	15,000.00
	Total WATER - OTHER EXPENSES:	305,676.28	361,435.01	1,279,637.00	1,368,787.00	896,186.00
TRANSFERS & CONTINGENCIES						
55-90-99	Pension	.00	.00	20,000.00	20,000.00	20,000.00
	Total TRANSFERS & CONTINGENCIES:	.00	.00	20,000.00	20,000.00	20,000.00
	WATER FUND Revenue Total:	1,971,128.39	1,826,696.56	2,650,642.00	2,814,792.00	2,246,931.00
	WATER FUND Expenditure Total:	1,510,802.77	1,595,397.80	2,650,642.00	2,814,792.00	2,246,931.00
	Net Total WATER FUND:	460,325.62	231,298.76	.00	.00	.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
STORM WATER UTILITY FUND						
OPERATING REVENUE						
58-37-11	Storm Sys. Maint. & Const. Fee	180,925.40	184,592.29	180,000.00	180,000.00	185,000.00
58-37-17	Penalties	2,453.25	1,512.75	2,000.00	2,000.00	1,000.00
58-37-90	Fund Balance	.00	.00	182,927.00	184,537.00	131,524.00
58-37-91	Storm Water Impact Fee Balance	.00	.00	37,500.00	37,500.00	18,205.00
	Total OPERATING REVENUE:	183,378.65	186,105.04	402,427.00	404,037.00	335,729.00
OTHER FINANCING SOURCES						
58-38-05	Storm Water Impact Fees	81,566.75	117,853.99	97,500.00	97,500.00	105,100.00
58-38-70	Interest Earnings	39,275.43	31,845.23	20,000.00	20,000.00	20,000.00
58-38-91	DEVELOPER CONTRIBUTIONS	669,378.93	360,765.16	.00	.00	.00
58-38-99	Pension	.00	.00	20,000.00	20,000.00	20,000.00
	Total OTHER FINANCING SOURCES:	790,221.11	510,464.38	137,500.00	137,500.00	145,100.00
PRIMARY OPERATING EXPENSES						
58-81-11	Salaries and Wages	63,564.73	62,672.06	74,791.00	74,791.00	56,197.00
58-81-13	Benefits	28,587.08	28,531.30	44,036.00	44,036.00	33,922.00
58-81-20	Overtime	66.69	.00	.00	.00	.00
58-81-27	Storm Sys. Maint. & Repair	11,005.57	20,219.53	11,000.00	11,000.00	11,000.00
58-81-28	Construction	.00	.00	10,000.00	10,000.00	10,000.00
58-81-34	Credit Card Fees	1,345.50	1,331.20	1,100.00	1,100.00	1,100.00
58-81-40	Sweeping & Preventative Care	13,033.20	16,535.82	12,000.00	12,000.00	12,000.00
58-81-42	Strm Sys Maint & Phs II Comp.	1,815.00	1,815.00	2,500.00	2,500.00	2,500.00
58-81-43	Secondary Water	.00	.00	5,000.00	5,000.00	5,000.00
	Total PRIMARY OPERATING EXPENSES:	119,417.77	131,104.91	160,427.00	160,427.00	131,719.00
STORM WTR UTILITY - OTHER EXP.						
58-84-05	Storm System Impact Fee Proj.	.00	81,685.00	135,000.00	135,000.00	123,305.00
58-84-20	Risk Management	2,206.00	1,838.00	3,500.00	3,500.00	3,500.00
58-84-30	Depreciation	93,960.61	110,201.63	64,000.00	64,000.00	64,000.00
58-84-38	Auditor & Accounting Support	1,190.00	1,374.50	1,500.00	1,500.00	1,500.00
58-84-44	Vehicle Replacement	.00	.00	11,000.00	12,610.00	11,000.00
58-84-83	Capital Projects	.00	.00	142,000.00	142,000.00	123,305.00
58-84-90	Fleet Expense	1,129.09	957.15	2,500.00	2,500.00	2,500.00
	Total STORM WTR UTILITY - OTHER EXP.:	98,485.70	196,056.28	359,500.00	361,110.00	329,110.00
Department: 90						
58-90-99	Pension	.00	.00	20,000.00	20,000.00	20,000.00
	Total Department: 90:	.00	.00	20,000.00	20,000.00	20,000.00
	STORM WATER UTILITY FUND Revenue Total:	973,599.76	696,569.42	539,927.00	541,537.00	480,829.00
	STORM WATER UTILITY FUND Expenditure Total:	217,903.47	327,161.19	539,927.00	541,537.00	480,829.00
	Net Total STORM WATER UTILITY FUND:	755,696.29	369,408.23	.00	.00	.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
DEBT SERVICE						
MISCELLANEOUS REVENUE						
70-36-10	Interest Earnings	250.89	1,117.67	.00	.00	.00
	Total MISCELLANEOUS REVENUE:	250.89	1,117.67	.00	.00	.00
TRANSFERS AND CONTRIBUTIONS						
70-39-20	General Fund Transfer	107,000.00	107,000.00	107,000.00	107,000.00	107,055.00
	Total TRANSFERS AND CONTRIBUTIONS:	107,000.00	107,000.00	107,000.00	107,000.00	107,055.00
FUNDING USES						
70-84-10	Debt Service - City Hall	99,000.00	101,000.00	103,000.00	103,000.00	106,000.00
70-84-15	Interest on Bonds	7,137.63	5,147.30	4,000.00	4,000.00	1,055.00
	Total FUNDING USES:	106,137.63	106,147.30	107,000.00	107,000.00	107,055.00
	DEBT SERVICE Revenue Total:	107,250.89	108,117.67	107,000.00	107,000.00	107,055.00
	DEBT SERVICE Expenditure Total:	106,137.63	106,147.30	107,000.00	107,000.00	107,055.00
	Net Total DEBT SERVICE:	1,113.26	1,970.37	.00	.00	.00

Account Number	Account Title	2019 Actual	2020 Actual	2021 Original Budget	2021 Amended Budget	2022 Tentative Budget
CDRA FUND						
REVENUE						
85-31-10	Property Tax Increment	149,462.00	157,890.00	140,000.00	140,000.00	140,000.00
Total REVENUE:		149,462.00	157,890.00	140,000.00	140,000.00	140,000.00
Source: 38						
85-38-80	Interest Earnings	135.93	393.51	.00	.00	.00
Total Source: 38:		135.93	393.51	.00	.00	.00
EXPENDITURES						
85-44-62	Project Expenses	1,402.00	.00	.00	.00	.00
85-44-63	Administration	50.00	.00	.00	.00	.00
85-44-65	Long-term Debt Expense	103,000.00	107,000.00	111,000.00	111,000.00	115,000.00
Total EXPENDITURES:		104,452.00	107,000.00	111,000.00	111,000.00	115,000.00
Department: 84						
85-84-15	Interest Expense	33,674.20	29,976.50	29,000.00	29,000.00	25,000.00
Total Department: 84:		33,674.20	29,976.50	29,000.00	29,000.00	25,000.00
CDRA FUND Revenue Total:		149,597.93	158,283.51	140,000.00	140,000.00	140,000.00
CDRA FUND Expenditure Total:		138,126.20	136,976.50	140,000.00	140,000.00	140,000.00
Net Total CDRA FUND:		11,471.73	21,307.01	.00	.00	.00
Net Grand Totals:		2,476,539.18	2,623,860.86	.00	.00	.00

Capital Project Matrix

Project No.	PROJECT DESCRIPTION	Priority	Project Budget	Fund #	GL Code	Revenue	Project/ Activity Code	FY 2020 Carry-forward	FY 2021	FY 2021 Changes	FY 2021 Amended	5/31/2021	FY 2021 Carry-forward	FY 2022	FY 2023	FY 2024	FY 2025	Unfunded
006	Power Installation East Park & Bingham Park	2	$20,000	48	48-51-25	GF Surplus	0064810	$0	$20,000		$20,000	$0.00	$20,000					
012	Street Maintenance	1	$250,000	45	45-51-95	Class C	0124511	$166,067	$200,000		$366,067	$30,917.90	$335,149	$250,000	$250,000	$250,000	$250,000	
012	Street Maintenance - Developer Contributions	1	$20,000	48	48-51-20	Misc. Revenue	0124820	$7,206			$7,206	-$12,210.00	$19,416					
013	Sidewalk Maintenance	1	$20,000	45	45-51-95	Class C	0134511	$4,997	$10,000		$14,997	$13,772.85	$1,224	$20,000	$20,000	$20,000	$20,000	
014	Street Vehicle Maintenance	1	$10,000	45	45-51-95	Class C	0144511	$14,644	$0		$14,644	$6,735.09	$7,909	$10,000	$10,000	$10,000	$10,000	
015	Salt and Street Materials	1	$20,000	45	45-51-95	Class C	0154511	-$10,800	$30,000		$19,200	$16,595.94	$2,604	$20,000	$20,000	$20,000	$20,000	
016	Street Vehicle Equipment	3	$10,000	45	45-51-95	Class C	0164511	$13,543			$13,543	$5,399.74	$8,144	$1,856				
018	Fire Hydrants	2	$10,000	55	55-84-33	Water Fees	0185514	$10,000			$10,000	$0.00	$10,000					
019	SCADA System Upgrades	2	$30,000	51	51-84-83	Sewer Fees	0195112	$16,544			$16,544	$2,067.92	$14,476	$524				
019	SCADA System Upgrades	2		55	55-84-33	Water Fees	0195514	$13,928			$13,928	$0.00	$13,928	$1,072				
021	Sewer Master Plan/Impact Fee Analysis (current 2018)	4	$40,000	45	51-84-05	Sewer Impact Fee	0214502	$0			$0	$0.00	$0		$20,000			
021	Sewer Master Plan/Impact Fee Analysis (current 2018) - Annexation Stu	1		45	51-84-83	Sewer Fees	0214512	$0	$40,000		$40,000	$20,078.50	$19,922		$20,000			
023	Parcel Maintenance and Protection	3	$10,000	48	48-51-25	GF Surplus	0234810	$37,143			$37,143	$1,247.50	$35,896					
029	Storm Drain Master Plan and Impact Fee Analysis (current 2011)	1	$40,000	58	58-84-05	Storm Water Impact Fee	0295804	$20,000			$20,000	$11,694.99	$8,305					
029	Storm Drain Master Plan and Impact Fee Analysis (current 2011)	1		58	58-84-83	Storm Water Fees	0295815	$20,000			$20,000	$11,695.01	$8,305					
030	Water Master Plan, Impact Fee Analysis and Rate Study (current 2018)	4	$40,000	45	55-84-05	Water Impact Fee	0304501	$0			$0	$0.00	$0		$20,000			
030	Water Master Plan, Impact Fee Analysis and Rate Study (current 2018)	4		55	55-84-33	Water Fees	0305514	$0			$0	$0.00	$0		$20,000			
031	Source Protection Plan (current 2016)	3	$20,000	55	55-84-33	Water Fees	0315514	$0	$20,000		$20,000	$0.00	$20,000					
032	2000 West Water Line (800 N to 470 N) & Sewer Line (800 N to 470 N)	2	$1,264,000	45	55-84-05	Water Impact Fee	0324501	$58,429			$58,429	$0.00	$58,429	$300,000				
032	2000 West Water Line (800 N to 470 N) & Sewer Line (800 N to 470 N)	2		45	51-84-05	Sewer Impact Fee	0324502	$48,585			$48,585	$0.00	$48,585	$51,415				
032	2000 West Water Line (800 N to 470 N) & Sewer Line (800 N to 470 N)	2		48	48-51-20	GF Surplus	0324810	$42,000			$42,000	$0.00	$42,000					
035	Design Sewer Trunk Line for Future Annexation Area	5	$250,000	45	51-84-05	Sewer Impact Fee	0354502	$0			$0	$0.00	$0		$250,000			
036	Blair Dahl Park Master Plan	5	$5,000	48	48-51-25	GF Surplus	0364810	$0			$0	$0.00	$0					$5,000
038	East Park Restroom #2 and Storage	5	$300,000	45	45-51-15	Park-Trail Impact Fee	0384505	$0			$0	$0.00	$0					$300,000
040	East Park Trail	5	$100,000	48	48-51-25	GF Surplus	0404810	$0			$0	$0.00	$0					$100,000
043	Cemetery Perpetual Care	2	$219,914	48	48-51-70	Beg. Balance	0434809	$170,692	$22,850		$193,542	$0.00	$193,542	$11,650				
046	300 North Widening with Clearfield City (1500 W to 2000 W)	1	$185,000	48	48-51-20	GF Surplus	0464810	$21,408		$150,000	$171,408	$75,622.22	$95,785					
046	300 North Widening with Clearfield City (1500 W to 2000 W)	1	$1,912,500	45	45-51-97	Grant	0464508	$457,838		$41,301	$499,138	$499,138.27	$0					
047	4000 West Canal Bypass (1650 N to Clinton Drain)	5	$200,000	45	58-84-05	Storm Water Impact Fee	0474504	$0			$0	$0.00	$0					$200,000
051	650 North Sewer, Storm Drain, and Road Widening (5000 W to 4750 W)	5	$595,631	51	51-84-83	Beg. Balance	0515109	$0			$0	$0.00	$0					$163,959
051	650 North Sewer, Storm Drain, and Road Widening (5000 W to 4750 W)	5		58	58-84-83	Beg. Balance	0515809	$0			$0	$0.00	$0					$214,392
051	650 North Sewer, Storm Drain, and Road Widening (5000 W to 4750 W)	5		48	48-51-20	GF Surplus	0514810	$0			$0	$0.00	$0					$217,279
057	Rebuild PRV's	1	$25,000	55	55-84-33	Water Fees	0575514	$6,337	$18,500		$24,837	$0.00	$24,837					
058	SR 193 Landscaping and Pedestrian Improvements (restricted)	3	$22,463.03	45	45-51-97	Grant	0584508	$22,463			$22,463	$0.00	$22,463					
059	Vehicle Replacement	1	$55,000	48	48-51-44	GF Surplus	0594810	$27,273	$0	$2,300	$29,573	$29,573.00	$0	$11,000	$23,500	$43,200	$43,000	
059	Vehicle Replacement	1		55	55-84-44	Water Fees	0595514	$1,411	$9,589	$1,150	$12,150	$12,150.00	$0	$11,000	$48,000	$39,450	$12,000	
059	Vehicle Replacement	1		51	51-84-44	Beg. Balance	0595109	$576	$10,424	$1,150	$12,150	$12,150.00	$0	$11,000	$20,000	$98,050	$4,000	
059	Vehicle Replacement	1		58	58-84-44	Beg. Balance	0595809	$2,498	$8,502	$1,610	$12,610	$12,610.00	$0	$11,000	$16,500	$65,050	$16,000	
059	Vehicle Replacement	1		45	45-51-95	Class C	0594511	$11,935	$0	$16,790	$28,725	$28,725.00	$0	$11,000	$27,000	$219,250	$40,000	

Capital Project Matrix

Project No.	PROJECT DESCRIPTION	Priority	Project Budget	Fund #	GL Code	Revenue	Project/ Activity Code	FY 2020 Carry-forward	FY 2021	FY 2021 Changes	FY 2021 Amended	5/31/2021	FY 2021 Carry-forward	FY 2022	FY 2023	FY 2024	FY 2025	Unfunded
060	Equipment Replacement	1	$25,000	48	48-51-43	GF Surplus	0604810	-$23,826	$25,000		$1,174	$0.00	$1,174	$33,826				
061	1300 North 8" Water Line (4000 W to 4100 W)	5	$45,900	55	55-84-33	Water Fees	0615514	$0			$0	$0.00	$0					$45,900
062	Water Emergency Connection	1	$100,000	55	55-84-33	Water Fees	0625514	$50,000			$50,000	$0.00	$50,000					
062	Water Emergency Connection	1		45	55-84-05	Water Impact Fee	0624501	$50,000			$50,000	$0.00	$50,000					
064	300 North 8" Water Line (4000 W to 4100 W)	5	$45,900	55	55-84-33	Water Fees	0645514	$0			$0	$0.00	$0					$45,900
066	1300 North 24" Storm Drain Line (4200 W to 4250 W)	2	$70,000	58	58-84-83	Beg. Balance	0665809	$35,000			$35,000	$0.00	$35,000					
066	1300 North 24" Storm Drain Line (4200 W to 4250 W)	2		45	58-84-05	Storm Water Impact Fee	0664504	$35,000			$35,000	$0.00	$35,000					
067	4000 West 1300 North 48" Storm Drain Line (1300 N to 1350 N)	2	$130,000	58	58-84-83	Beg. Balance	0675809	$50,000			$50,000	$0.00	$50,000	.				
067	4000 West 1300 North 48" Storm Drain Line (1300 N to 1350 N)	2		45	58-84-05	Storm Water Impact Fee	0674504	$80,000			$80,000	$0.00	$80,000					
068	City Hall Maintenance & Repair	2	$50,000	48	48-51-15	GF Surplus	0684810	$8,328	$50,000	$20,434	$78,762	$78,762.17	$0	$50,000				
069	City Signing and Branding	1	$21,583	48	48-51-25	GF Surplus	0694810	$21,583			$21,583	$0.00	$21,583	$10,000				
073	5 Year CIP	1	$250,000	48	48-51-53	GF Surplus	0734810	$360,000	$50,000		$410,000	$0.00	$410,000	$50,000	$50,000	$50,000	$50,000	
075	Park Improvements	2	$135,000	48	48-51-25	GF Surplus	0754810	$250,793	$135,000		$385,793	$0.00	$385,793	$135,000	$135,000	$135,000	$135,000	
076	Transportation Master Plan & Road Impact Fee Study (current 2015)	1	$40,000	45	45-51-71	Road Impact Fee	0764503	$40,000			$40,000	$0.00	$40,000					
079	Emigrant Trail North (1300 North Connection)	2	$439,000	48	48-51-25	Grant	0794808	$364,000			$364,000	$0.00	$364,000					
079	Emigrant Trail North (1300 North Connection)	2		45	45-51-93	Local Option	0794521	$156,000			$156,000	$665.00	$155,335					
080	Storm Water Management Plan (current 2016)	2	$30,000	58	58-84-83	Beg. Balance	0805809	$0	$30,000		$30,000	$0.00	$30,000					
081	300 North Lift Station Storage Capacity Expansion	4	$100,000	51	51-84-83	Beg. Balance	0815109	$0			$0	$0.00	$0		$100,000			
083	Streetlight LED Conversion	5	$0	48	48-51-20	GF Surplus	0834810	$0			$0	$0.00	$0					
086	1300 North Storm Drain Line (3700 W. to 4000 W.)	3	$169,987	58	58-84-83	Storm Water Fees	0865815	$0			$0	$0.00	$0		$33,997			
086	1300 North Storm Drain Line (3700 W. to 4000 W.)	3		58	58-84-05	Storm Water Impact Fee	0865804	$0			$0	$0.00	$0		$135,990			
088	300 North Maintenance (UDOT)	2	$134,000	48	48-51-20	GF Surplus	0884810	$130,750			$130,750	$0.00	$130,750					
089	Local Option Sales Tax Money (Transportation)	2	$88,000	45	45-51-93	Local Option	0894521	$153,372	$83,024		$236,396	$5,422.00	$230,974	$80,000	$80,000	$80,000	$80,000	
090	Park Expansion (From Bannock)	1	$219,971	48	48-51-20	GF Surplus	0904810	$226,208			$226,208	$6,237.03	$219,971					
090	Park Expansion	1	$1,648	45	45-51-15	Park-Trail Impact Fee	0904505	$1,648			$1,648	$0.00	$1,648					
092	GPS / Survey Equipment Replacement	1	$20,000	48	48-51-15	GF Surplus	0924810	$3,251			$3,251	$0.00	$3,251				$20,000	
093	300 North 8" Water Line (4000 W to 4100 W)	4	$200,000	55	55-84-33	Water Fees	0935514	$0			$0	$0.00	$0					$200,000
094	800 North Widening with Clinton City (2000 W to 3000 W)	1	$150,000	48	48-51-20	GF Surplus	0944810	$150,000			$150,000	$118,347.50	$31,653					
096	200 South Sewer Line (3000 W to 2100 W)	1	$500,000	45	51-84-05	Sewer Impact Fee	0964502	$100,000	$100,000		$200,000	$0.00	$200,000	$100,000	$100,000	$100,000		
101	300 North (2000 W to 3000 W)	5	$3,190,000	48	48-51-25	Grant	1014808	$0			$0	$0.00	$0				$2,900,000	
101	300 North (2000 W to 3000 W)	5		48	48-51-20	GF Surplus	1014810	$0			$0	$0.00	$0				$290,000	
105	700 South (3500 W to 4500 W)	4	$3,000,000	48	48-51-25	Grant	1054808	$0			$0	$0.00	$0					$3,000,000
106	Public Works Property and Facility	1	$10,000,000	48	48-51-20	GF Surplus	1064810	$0			$0	$0.00	$0		$10,000,000			
107	Gym Expansion at Jr. High	1	$5,000,000	48	48-51-20	GF Surplus	1074810	$0			$0	$0.00	$0		$5,000,000			
108	Parks Master Plan/Impact Fee Analysis	1	$40,000	48	48-51-25	GF Surplus	1084810	$0			$0	$0.00	$0	$40,000				
109	Loy Blake Park Development Plan	1	$15,000	48	48-51-25	GF Surplus	1094810	$0			$0	$0.00	$0	$15,000				
110	Tree Replacement Plan	1	$10,000	48	48-51-25	GF Surplus	1104810	$0			$0	$0.00	$0	$10,000	$10,000	$10,000	$10,000	
111	Update Public Works/Engineering Standards	1	$50,000	48	48-51-15	GF Surplus	1114810	$0			$0	$0.00	$0	$30,000				
	TOTALS		**$29,945,498**					**$3,426,823**	**$862,890**	**$234,735**	**$4,524,449**	**$987,398**	**$3,537,051**	**$1,275,343**	**$16,409,987**	**$1,140,000**	**$3,900,000**	**$4,492,431**

KEY	
	Parks Project
	Sewer Project
	Water Project
	Streets Project
	Storm Water Project

RESOLUTION NO. 05-18-2021A

A RESOLUTION ADOPTING A REVISED BUDGET FOR WEST POINT CITY FOR FISCAL YEAR 2021

WHEREAS, the City Council of West Point City, County of Davis, State of Utah (hereinafter referred to as the "City") is required by law to adopt any amendments to the budget for the 2021 Fiscal Year in accordance with the provisions of the "Uniform Fiscal Procedures Act for Utah Cities," § 10-6-101 through § 10-6-160, UCA, 1953, as amended; and,

WHEREAS, the West Point City Manager has heretofore caused to be prepared and submitted to the City Council amendments to the Budget for the City for the 2021 Fiscal Year; and,

WHEREAS, said Budget appears to be in proper form, subject to minor modifications, and appears correctly to set forth the anticipated disbursements and anticipated receipts of the City for the 2021 Fiscal Year; and,

WHEREAS, a Public Hearing on said Amended Budget was duly advertised and held according to law,

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

SECTION 1 - REVISED BUDGET FOR FY2021. The hereto attached Revised Budget for Fiscal Year 2021 is hereby adopted.

PASSED AND ADOPTED this 18th day of May, 2021

WEST POINT CITY,
A Municipal Corporation

By:_____
Erik Craythorne, Mayor

ATTEST:

_____
Casey Arnold, City Recorder

City Council Staff Report

Subject: Sewer Alternative Analysis
Author: Boyd Davis
Department: Engineering
Date: May 18, 2021

Background

Over the past several months we have been working on a sewer feasibility study and alternatives analysis for the proposed annexation area on the northwest corner of the City. A draft version of the study has been prepared and is ready for review by the City Council. Bowen Collins & Assoc., the consultant working of the study, will be at the Council Meeting to discuss their findings and to answer any questions that the Council may have.

Analysis

We first reported to the Council back in January on the preliminary findings of the study. At that time there were five different alternatives that were being considered including:

1. Traditional Gravity Sewer System (including lift stations)
2. Low Pressure Sewer System
3. Septic Tank Effluent Pumping (STEP)
4. Vacuum Sewer System
5. Small Area Treatment Plant

Of those alternatives two were selected for additional consideration:

1. Traditional Gravity Sewer System (including lift stations)
2. Septic Tank Effluent Pumping (STEP)

Both of these systems have been reviewed in much greater detail and the findings are summarized in the report. In addition, a map has been prepared showing the possible layout of these two systems and the area that they would serve. It was also determined that a large area can be served by a gravity sewer line without the need for a lift station. This area is labeled as Area 4 on the map and is shaded in green. That is a significant finding of this report. **That means that nearly 1/4 of the study area will not need a lift station as previously thought.**

The remaining areas will require some mechanical means to pump the sewer. **Based upon the report provided by the consultants, it appears that the Traditional Gravity Sewer System is the preferred alternative.** They provided the following conclusions:

- Analyzing both alternatives clearly shows that the traditional system is a more expensive alternative upfront, but less expensive over the life cycle of the system.

- The traditional system requires approximately 1/3 of the O&M of the STEP system
- The STEP system is easily phased and could potentially facilitate faster development.
- The traditional system is a tried and true method almost exclusively used throughout the State. It is familiar to the City, provides a means of backup power, and has fewer restrictions to the residents.

The study explains how they arrived at these conclusions and includes the cost analysis and the scoring sheets for the two alternatives that were considered. The cost analysis shows $96,000,000 in total costs for the sewer system, but it should be noted that $74M of that will be paid by development. These are also preliminary numbers, and it is estimated that these costs will be spread over 30 years. The first project to install the main sewer line and the first lift station will be approximately $10M.

Recommendation

No action required at this meeting; this is for discussion only. However, the Council will be asked make the final selection of the preferred sewer system at an upcoming meeting.

Significant Impacts

The system costs will be between $10MM and $20MM, depending on the selected alternative. Those costs are projected to be incurred in phases over a 30-year period. The City may choose to bond for this and recoup the costs through impact fees, however there are other alternatives, and the funding mechanism has not been identified yet.

Attachments

Preliminary report
Executive Summary

TECHNICAL MEMORANDUM - DRAFT

TO:	Boyd Davis, P.E., West Point City Engineer
COPIES:	Kyle Laws, West Point City Manager File
FROM:	Tyler Seamons, P.E. and Cristina Nelson, P.E.
DATE:	May 10th, 2021
SUBJECT:	2020 Sanitary Sewer System Study – Tech Memorandum #2- Sewer Alternative Analysis- DRAFT
JOB NO.:	668-20-01

INTRODUCTION AND BACKGROUND

West Point City (City) has retained Bowen Collins & Associates (BCA) to perform a sanitary sewer system analysis of areas currently within City limits and in nearby areas of unincorporated Davis County that are not currently serviceable by the existing gravity sewer system. The study area for this analysis is shown in Figure 1. The current study area has been subdivided into eight smaller areas (numbered 1 to 8) for purposes of analysis and discussion. At buildout, it is expected that the study area will include approximately 4,650 residential units along with small amounts of supporting commercial and institutional development.

A preliminary study was previously performed by BCA that evaluated the following sewer systems: Traditional gravity sewer with lift stations, low pressure sewer system (LPS or grinder pumps), septic tank effluent pumping system (STEP or effluent only), vacuum system, and a small area wastewater treatment plant. This preliminary analysis analyzed each system's general costs, operations and maintenance (O&M), and other key non-cost factors. A technical memorandum dated December 17, 2020 was prepared outlining the results of this analysis. Based on these results and input from the City, it was determined to proceed with a more in-depth analysis of the Traditional gravity sewer system with lift stations and the STEP system. These alternatives provide the City with consideration of the most promising of both the centralized and decentralized sewer conveyance alternatives. They appeared to be the most applicable and feasible alternatives to meet the City's needs in this service area.

This technical memorandum was prepared to document the in-depth analysis performed on the Traditional and STEP system alternatives. Key aspects of the analysis include the following: capital costs, operations and maintenance costs, life-cycle costs, and other non-cost factors (backup power availability, phasing, system restrictions, system familiarity, …etc.).

Findings from this analysis will be presented to the City Council for their consideration and decision on a preferred sewer conveyance system for this study area.

Davis/Weber County Line

Hooper

Area 1
599 AC

Area 2
516 AC

Area 3
258 AC

Area 4
264 AC

Area 5
127 AC

Area 6
82 AC

Area 7
97 AC

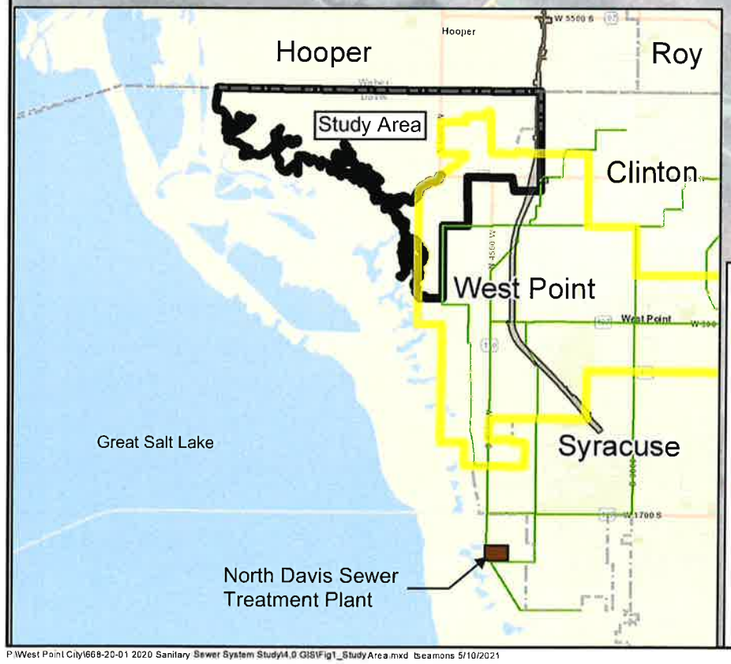
Area 8
203 AC

Existing Cranefield LS

Clinton

West Point

5300 W
5600 W
5000 W
4500 W
2425 N
1800 N
42in
36 in
15 in
48in
30 in



LEGEND

- West Point City Boundary
- Study Area Servicable by Gravity
- Study Area to be Pumped
- West Davis Corridor
- Existing North Davis Sewer District Trunk Lines
- Existing West Point City Sewer Pipelines

Contours - 2018 LiDAR

- Minor (2 ft)
- Major (10 ft)

NORTH:

SCALE: 1 in = 1,250 ft

STUDY AREA

WEST POINT CITY

2020 SANITARY SEWER SYSTEM STUDY

BOWEN COLLINS & ASSOCIATES

FIGURE NO. 1

P:\West Point City\668-20-01 2020 Sanitary Sewer System Study\4.0 GIS\Fig1_StudyArea.mxd tseamons 5/10/2021

DATA SOURCES AND ASSUMPTIONS

Various data sources were used and compiled for this analysis. Key data sources used for this study are listed in Table 1. Data collected has been used to quantify actual capital costs, O&M costs, life cycle costs and other non-cost factors of each system.

Table 1
Data Sources

Item	Source	Description
2018 Northern Utah LiDAR Elevation Data	Utah AGRC	0.5-meter resolution LiDAR data flown in 2018 (contours generated from this data)
Sewer O&M Surveys (STEP)	Monticello City and South Alabama Utilities	Surveys were performed regarding various O&M aspects of their existing STEP systems.
Sewer O&M Survey (Traditional)	West Point City	Survey included actual and estimated O&M costs associated with the City's existing Traditional sewer system
Land Survey Points	West Point City	Various field investigation and survey of existing manholes and culverts
Construction and Master Plan Costs Estimates	Bowen Collins and Associates	Data from past construction projects throughout the state of Utah that have been compiled for master planning cost estimates
STEP System Capital Costs	Orenco Systems	Septic tank, pump, and replacement parts costs were provided in a bid format.
WPC Sewer Study (2007)	West Point City	A previous sewer study performed in 2007 presented a Traditional sewer solution for this study area. This study was used for reference only.

The following definitions are provided for clarification:

System Level Infrastructure – This represents the main infrastructure required throughout the study area (e.g., lift stations, gravity trunk lines above 12-inch, and force mains above 4-inch) and can be considered the backbone of the sewer system. These projects are typically funded through City bonding and repaid through impact fees.

Project Level Infrastructure – This represents all other sewer service connections and collection lines that are not considered system level infrastructure. These projects are typically constructed directly by the developer or individual home owner. For the Traditional alternative this would include 8"-10" sewer mains and their manholes and the service laterals of each residence. For the STEP alternative this would include the septic tank and effluent pump at each residence and local pumped collector sewer lines less than 4" diameter .

ERU – Equivalent Residential Units –A unit of water that approximates the average residential flow, and in this case, sewer flows.

Major key assumptions used through this study are outlined below:

- **Gross Population Density – 2.2 ERUs per acre** – The current City plan is to zone all existing agricultural land within the study area and all future annexed areas into the City as R-1, which restricts development to a maximum gross density of 2.2 ERUs/ac. This assumption was used when sizing all system level lift stations and trunk lines. If actual development density changes significantly, an additional study would need to be performed to update/verify system level sizing is adequate.

- **Average Design Flows – 255 gpd/ERU** – Historic water consumption data gathered as part of the ongoing North Davis Sewer District (NDSD) Impact Fee Study was used to estimate average sewer flows, including allowance for inflow and infiltration (I&I). The following assumption of 220 gpd/ERU (single family residential flow) + 35 gpd/ERU (I&I) = 255 gpm/ERU was used as the average daily design flow. The STEP system was designed based on 220 gpd/ERU since I&I is essentially eliminated for this alternative.

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

- **Gravity Design Capacity - 75% design flow/design capacity** – The gravity sewer system lines were sized based on 75% of the maximum flow capacity of the pipeline. This is a conservative standard typically used when sizing system level sewer pipelines.

- **Minimum Slopes** – Due to the flat terrain and shallow existing sewer, all system level gravity trunk lines and most project level sewer pipelines were assumed to be installed at minimum slopes as defined by the Utah State required sewer pipeline slopes (see Table 2). If pipelines are installed at greater slopes, the serviceable area by gravity will be reduced.

Table 2
Utah Minimum Sewer Slope Requirements-Table R317-3-2.3(D)(4)

Pipe Diameter (inches)	Minimum Slope (ft/ft)
8	0.00330
10	0.00250
12	0.00195
15	0.00145
18	0.00115
21	0.00095
24	0.00077
30	0.00057

- **Sewer Level of Service –** The level of service or standard of service for this study is defined as the following: a residential sewer line invert must be at a minimum of 3-feet below the existing topography to be considered serviceable by the gravity pipeline. This was used to define the potential serviceable area by gravity only and was based on several existing communities near the study area. These communities had similar shallow sewer conditions

which required the roadway and house to be built up from the existing grade. Most homes with basements in this situation are limited to daylight basements.

- **Ownership** – It was assumed that the City would own and operate all key aspects of each sewer system. For the Traditional system alternative, this included the regional lift stations, force mains, and gravity trunk lines. For the STEP system alternative, this included the septic tanks, effluent pumps and force mains.

- **Service Area** – The current study area includes areas not served by the sewer system currently within West Point City and nearby unincorporated areas of Davis County that may potentially be annexed by West Point City in the future. Generally, the service area is defined on the west by the Great Salt Lake floodplain boundary (officially the 4,217 contour), on the north by the Weber/Davis County line, on the east by the proposed West Davis Corridor, and the south does not extend further south than 500 N. Note: This study DOES NOT include areas in Weber County, specifically within Hooper City. If the future West Point City sewer system boundary changes significantly from the study area currently assumed, the study shall be updated to verify sizing and recommendations.

- **Gravity Service** – West Point City's preferential method to provide sewer to its residents is by gravity sewer. If an area can be serviced by future gravity lines, then it must be serviced by gravity for both alternatives. This study shows it is possible to service these areas by connecting on to the NDSD trunkline at 5000 W and 1300 N and extending a sewer trunk line north along 5000 W to 2425 N. This specifically applies to Area 4, 5, and 6 (refer to Figure 1). The following analysis assumes both alternatives include gravity sewer mains in these areas.

ALTERNATIVE ANALYSIS

When comparing the advantages and disadvantages of each sewer system alternative, it is important to consider all factors to determine the most appropriate solution for the City and its residents. For this analysis, four main categories were chosen for comparison: 1) Capital Costs, 2) Operation and Maintenance Costs, 3) Total Life Cycle Costs and 4) Other Non-Cost Factors. In general, all costs were considered in the analysis regardless of who will actually pay for them in the future. A "total" system cost approach was taken to fully understand the entire impacts of each alternative. Ultimately all costs will be paid by the current and future residents of the City, in one way or another. The purpose of this analysis is to quantify each of these categories in such a manner to allow the City to more easily see the larger picture and choose the most feasible option for both the City and future residents.

1.0 Capital Costs: the capital costs of each alternative are presented below.

1.1 Capital Costs Traditional Gravity Sewer with Lift Stations: This type of sewer conveyance system is by far the most widely used and time-tested sewer conveyance method in the State. Each residence is connected to gravity collection system that conveys the wastewater to a regional waste water treatment plant. Manholes are located throughout the system, allowing access for maintenance and observation. Centralized lift stations are used, as needed, when wastewater is not able to flow by gravity to the sewer trunk lines. West Point City currently owns and operates a traditional gravity sewer system with one small regional lift station. This alternative would be an extension of the City's existing sewer system with similar technology.

It was determined that areas 4, 5, and 6 are able to be serviced by gravity sewer lines. Extending the 5000 W trunk line from 1300 N to approximately 2425 N would make this possible. The following conditions exist with this proposed 5000 W trunk line extension: minimum cover of approximately

4-feet would exist in portions of the pipeline; In between 1300 N and 1800 N there are two existing drainage culverts (15 and 36-inch) that cross 5000 W that would need to be looped or relocated; The sewer trunkline would need to cross the Howard Slough. It was assumed that the trunkline would cross in front of the existing Howard Slough 5000 W. culvert by means of a pipe bridge (see Section 1 on Figure 2). Estimated costs have been included for the 5000 W trunkline and Howard Slough utility bridge in each of the sewer system alternatives.

For the Traditional alternative, all other areas within the study area would need to be serviced by regional lift stations. Areas 1, 2, 3, 7 & 8 would be serviced by a total of 4 lift stations. Lift Station service area boundaries were generally delineated to minimize required lift station depths and minimize the total number of lift stations required. Refer to Table 3 for a summary of each service area and peak design flows used in the design and sizing of each lift station, force main, and gravity trunk line. Figure 2 summarizes this alternative and outlines approximate system and major project level sewer lines, force mains, and approximate lift station locations. System level costs include all main trunk lines, lift stations and force mains. Project level costs include all other collection lines, manholes and service connections.

Table 3
Traditional Alternative Summary

Location	Type of Service	Area (acres)	ERU	Peak Design Flow	
				(mgd)	(gpm)
Area 1	Lift Station 1	599	1,318	1.15	797
Area 2	Lift Station 2	516	1,135	1.02	712
Area 3[1]	Lift Station 3	224	493	0.58	402
Area 4	Gravity	264	581	0.59	411
Area 5	Gravity	127	280	0.28	198
Area 6	Gravity	82	180	0.18	128
Area 7	Lift Station 4	97	213	0.67	468
Area 8	Lift Station 4	203	447		

[1]Excludes a small portion (approximately 34 acres) on the SW corner of this area that is not able to be serviced by this regional lift station due to insufficiently deep collection lines south of this area. This area could still develop with an alternative solution to lift the sewage to the adjacent sewer lines along the bluff.

Capital costs for the sewer gravity lines, lift stations, and force mains were estimated at $96.6 million and are summarized in Table 5, a detailed breakdown of these system and project costs is provided within the Appendix.

Special considerations:

- Area 3 – A temporary lift station at approximately 5150 W and 1000 N was recently approved for the Sunview Estates Subdivision. The lift station will be decommissioned when the regional lift station is built.
- Areas 7 & 8 – Clinton City currently owns and operates the Cranefield lift station located just east of these areas (refer to Figure 2). Design drawings of this lift station (see appendix) indicate that it was originally designed with surplus capacity to service a very large area to

Hooper

Clinton

West Point

Area 1
599 AC
10" 3,700 ft
12" 1,500 ft
10" 3,200 ft
10" 3,000 ft
10" 1,900 ft
10" 2,400 ft
Lift Station 1
1.15 MGD
LS IE = 01.5
EL = 20.0
Depth = 18.5
15" 2,400 ft
8" Force Main
8,300 ft
10" IE = 14.0
EL = 17.0
12" IE = 04.5
EL = 18.0
15" IE = 05.0
EL = 28.0
10" IE = 14.0
EL = 17.0
10" IE = 14.0
EL = 17.0
10" IE = 14.0
EL = 17.0

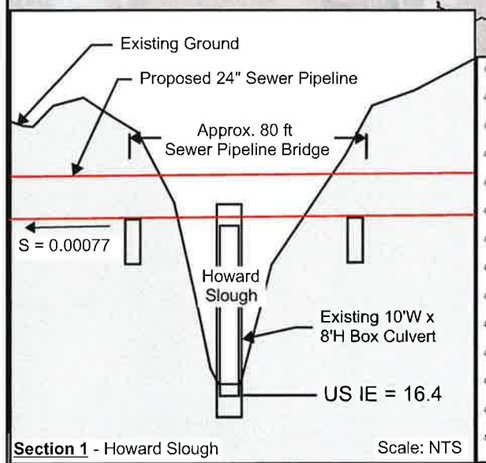
Area 2
516 AC
8" 3,200 ft
15" 2,900 ft
18" 1,500 ft
Lift Station 2
1.05 MGD
LS IE = 08.0
EL = 24.0
Depth = 16.0
8" Force Main
3,800 LF
15" IE = 14.3
EL = 32.0
18" IE = 9.8
15" IE = 10.1

Area 3
224 AC
10" 2,600 ft
6" Force Main
1,400 LF
Lift Station 3
0.60 MGD
LS IE = 7.8
EL = 24
Depth = 16.2
8" 2,600 ft
8" IE = 17.0
EL = 20.0
IE = 20
(5' clearance under drainage)
Temp LS
10" IE = 12
EL = 26
10" IE = 14
10" IE = 14.5
EL = 17.5
10" 2,610 ft
10" IE = 21
EL = 24
Area not serviceable by regional lift station

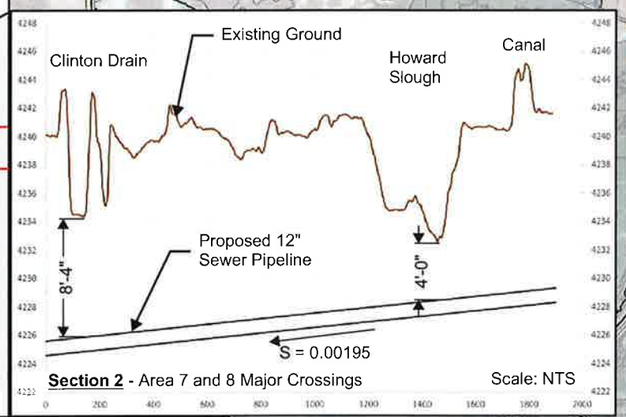
Area 4
264 AC
24" 2,700 ft
10" 2,100 ft
24" = 26.9
10" = 28.1
10" 1,400 ft
10" = 33.4
EL = 40.0
10" = 33.5
EL = 36.5
10" = 37.0
EL = 40.0
10" = 29.6
12" = 29.4
24" = 24.8
EL = 32.5
24" IE = 24.2
30" IE = 23.7
12" IE = 25.2
24" 700 ft
12" 2,600 ft
Section 1
Replace Culvert
30" IE = 23.4
30" TOP = 25.9
15" Culvert IE = 26
30" 2,700 ft
82 AC
Area 6
Replace Culvert (Siphon)
30" IE = 22.5
36" Culvert IE = 20.5
36" Culvert TOP = 23.5
30" IE = 22.1
36" IE = 21.6
36 in
15 in
42 in
48 in
30 in

Area 7
97 AC
10" 2,100 ft
Existing Cranefield LS
Section 2
12" 2,500 ft
Lift Station 4
0.70 MGD
LS IE = 24.5
EL = 40.0
Depth = 15.5
Area 8
203 AC
10" IE = 34.5
EL = 40.0
10" 2,600 ft
10" IE = 37
EL = 40.0
10" 3,500 ft
6" Force Main
3,600 ft
Area 5
127 AC
12" IE = 30.3
10" IE = 30.5
10" IE = 35.5
EL = 40.0
10" IE = 30.31
36 IE = 28.6
8 IE = 31.0

Hooper Canal
Clinton Drain
Howard Slough Canal
1800 N
2425 N
6500 W
5000 W
4600 W



Section 1 - Howard Slough — Scale: NTS



Section 2 - Area 7 and 8 Major Crossings — Scale: NTS

LEGEND

- West Point City Boundary
- Study Area Servicable by Gravity
- Study Area to be Pumped
- West Davis Corridor
- Existing North Davis Sewer District Trunk Lines
- Existing West Point City Sewer Pipelines

Contours - 2018 LiDAR

- Minor (2 ft)
- Major (10 ft)
- Proposed Sewer Pipelines (Project Level)
- Existing Lift Station

System Level Improvements

- Proposed Sewer Pipelines
- Proposed Sewer Force Mains
- Proposed Lift Stations

KEY

10" IE = 14.0
EL = 17.0

Proposed Sewer Pipe Invert
Approx. Ground Elevation

12"
2,600 ft

Proposed Pipe Diameter
Approx. Pipe Length

Total Study Area = 2,112 AC (4647 ERU)
Total Pumped Area = 1,639 AC (3,606 ERU)
Total Gravity = 473 AC (1041 ERU)

NORTH:

SCALE: 1 in = 1,250 ft

TRADITIONAL SEWER ALTERNATIVE
(REGIONAL LIFT STATIONS)

WEST POINT CITY
2020 SANITARY SEWER SYSTEM STUDY

BOWEN COLLINS & ASSOCIATES

FIGURE NO. 2

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the west (this was confirmed with the Clinton City Engineer). There is also a 24-inch gravity sewer line stubbed on the west side of the existing Crane Field Golf Course for this purpose. Preliminary analysis shows that Areas 7&8 can flow by gravity to this lift station.

Clinton City raised concerns during discussions with West Point City regarding the feasibility of sharing this lift station's capacity. It was determined that for this study, a separate regional lift station will be required to service these areas. If the Cranefield lift station could become an option to operate as a shared cost or joint facility between Clinton City and West Point City in the future, this proposed regional lift station#4 would not be required. Note: To service Areas 7&8, the Cranefield lift station would most likely require additional or larger pumps and potentially an additional force main. It is recommended that West Point City continue in discussions with Clinton City to determine if a cost sharing agreement might be reached that allows areas 7& 8 to be serviced by the Cranefield lift station.

Area 7 & 8 also requires sewer lines that cross the Clinton Drain, the Howard Slough, and the Hooper Canal. It appears that minimum clearance can be maintained beneath these crossings as shown in Section 2 on Figure 2. It was assumed that these lines will be bored or open cut and installed within a steel casing to facilitate future maintenance or replacement.

1.2 Capital Costs Septic Tank Effluent Pumping (STEP or Effluent Only): The STEP system consists of a septic tank and effluent only pump located at each residence or business. For this study, it was assumed that the City would own and operate all of the septic tanks and effluent pumps. The septic tank removes the majority of the solids from the wastewater prior to pumping the effluent into force mains that convey the wastewater to gravity sewer lines. Effluent only pumps are generally ½ HP and are capable of pumping up to 200-feet of head. A preliminary design was performed, and main collection force mains were sized to allow the use of the standard ½ HP pump. This alternative offers the greatest phasing flexibility since the required capital costs are generally smaller and the force mains can be sized for buildout flows without concerns of solids settling out into the pipeline. Project level costs are however relatively high due to the required tank and pump system at each residence.

The system level projects for this alternative include the gravity trunk line along 5000 W to provide service to Areas 4, 5, & 6 (including costs for the drainage crossings and bridge across the Howard Slough) and 4 major force mains (see Figure 3). These system costs are significantly less than the Traditional system but does require higher project level costs when compared to the Traditional system. Project level costs include the baffled septic tank / effluent pump package and small (typically 1-inch) service connections (which tend to be higher cost than the Traditional alternative). The service connections connect to slightly larger collector force mains (2 to 3-inch) which eventually connect to the system level force mains (4 to 10-inch). Refer to Table 4 for a summary of each service area and force main and its associated peak design flows. The typical force main will require similar appurtenances as other pressure water lines, namely; air valves at local high points, pigging ports along the main force mains, check valves, and isolation valving. It is recommended that the force mains be a fused HDPE pipe with a larger wall thickness (DR 11) to provide additional protection against potential leaks and contamination.

Table 4
Traditional Alternative Summary

Location / Force Main	Type of Service	Cumulative Area (acres)	ERU	Peak Design Flow	
				(mgd)	(gpm)
A1	STEP	248	546	0.56	386
A2	STEP	540	1188	1.06	736
A3	STEP	842	1852	1.48	1027
B	STEP	273	601	0.61	425
C[1]	STEP	160	352	0.36	249
Area 4	Gravity	264	581	0.59	411
Area 5	Gravity	127	280	0.28	198
Area 6	Gravity	82	180	0.18	128
D1	STEP	97	214	0.22	151
D2	STEP	179	394	0.4	279
D3	STEP	300	660	0.67	468

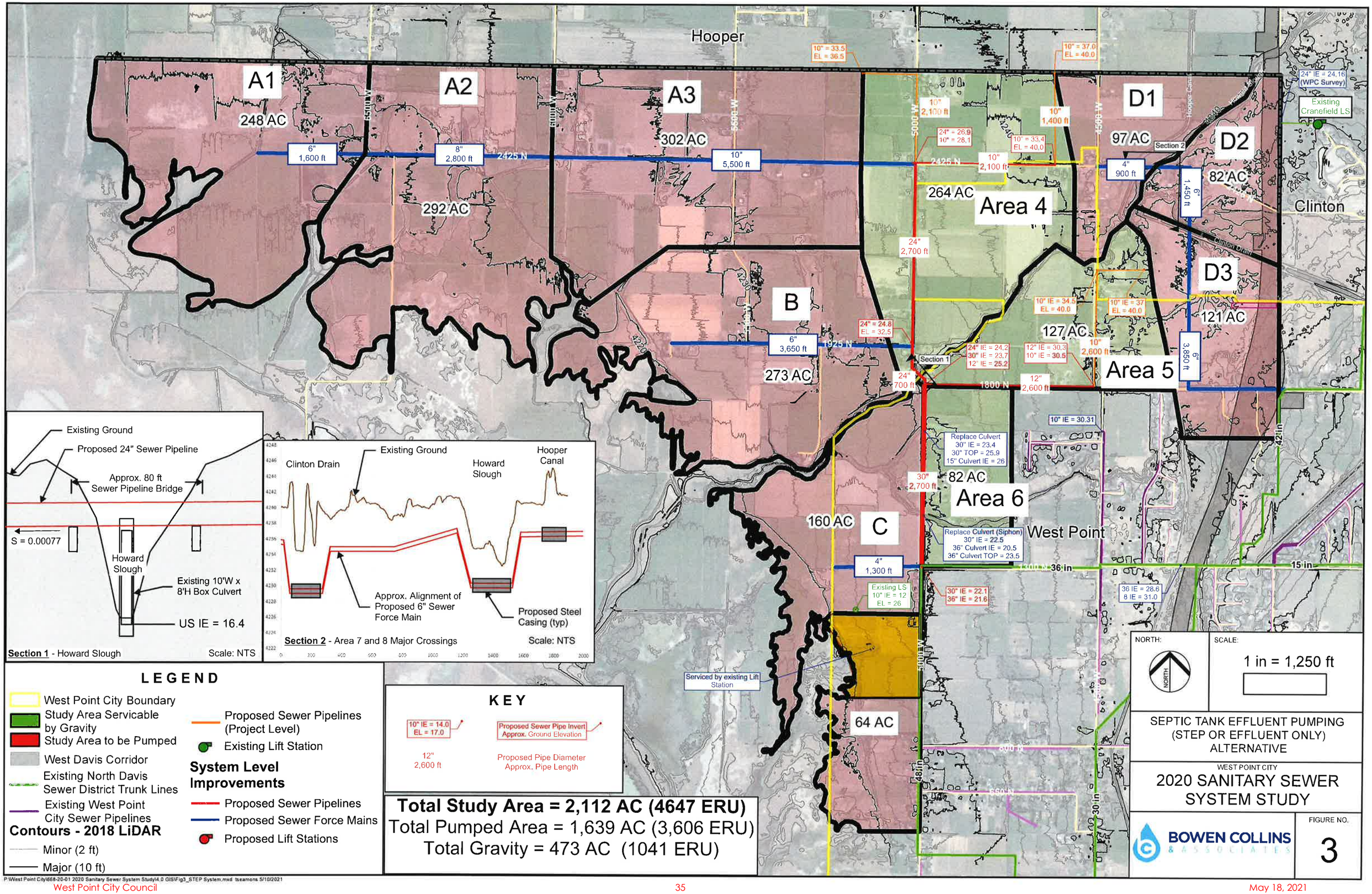
[1]Excludes approximately 34 acres that is currently services by the Sunview Estates Lift Station.

Special considerations:

- Area 3 – The temporary lift station at the Sunview Estates Subdivision would turn into a permanent lift station. There is approximately 64-acres south of this development that will be serviced by the STEP system in this alternative (no system level pipes would be required).
- Areas 7 & 8 – As discussed previously, if the Cranefield lift station becomes a feasible option in the future, a STEP system in this area may not be required. The Cranefield alternative should be analyzed further if this becomes an option.

  Area 7 & 8 also requires force mains that cross the Clinton Drain, the Howard Slough, and the Hooper Canal. It was assumed that this portion of the force main will be installed within a steel casing to facilitate future maintenance and/or replacement.
- Septic Receiving Station - In discussions with North Davis Sewer District, it was determined that a septic receiving station would need to be constructed at the treatment plant for the STEP alternative. This station would receive the solids generated from cleaning and maintaining the septic tanks. The costs were included in the analysis since West Point City would be the primary motivation to build this receiving station and the District has indicated the City would be responsible for these costs.

System and Project Level capital costs for the STEP system and project costs including the gravity trunk line along 5000 W are shown in Table 5. A detailed breakdown of these costs is provided in the Appendix.



LEGEND

- West Point City Boundary
- Study Area Servicable by Gravity
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Contours - 2018 LiDAR

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KEY

10" IE = 14.0 EL = 17.0 — 12" 2,600 ft

Proposed Sewer Pipe Invert Approx. Ground Elevation — Proposed Pipe Diameter Approx. Pipe Length

Total Study Area = 2,112 AC (4647 ERU)
Total Pumped Area = 1,639 AC (3,606 ERU)
Total Gravity = 473 AC (1041 ERU)

NORTH:

SCALE: 1 in = 1,250 ft

SEPTIC TANK EFFLUENT PUMPING (STEP OR EFFLUENT ONLY) ALTERNATIVE

WEST POINT CITY

2020 SANITARY SEWER SYSTEM STUDY

BOWEN COLLINS & ASSOCIATES

FIGURE NO. 3

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Table 5
Capital Cost Summary

System Type	System Level Costs	Project Level Costs	Total Combined Cost
Traditional	$22,485,000	$74,131,000	$96,616,000
STEP	$9,832,000	$83,069,000	$92,901,000

2.0 Operations and Maintenance Cost Estimates

Another key component is the ongoing operations and maintenance (O&M) costs associated with each alternative. Since both systems will be almost entirely owned and operated by the City, estimated O&M costs will have the largest impact on the City's future public works department budgeting and staffing requirements. A detailed analysis was performed to more fully understand the potential O&M impacts for each alternative and are outlined in this section.

2.1 O&M of Traditional Alternative: This alternative consists of 4 centrally located lift stations, force mains, and gravity trunk lines. O&M costs were estimated based on West Point City's historical O&M records of various expenses, manhours, and general O&M activities required to operate their existing system. The City currently owns and operates Traditional sewer pipelines that service approximately 3,200 ERUs and one lift station that services about 200 ERUs. These expenses were converted to a unit expense per ERU, which were then applied to the proposed Traditional alternative. The proposed Traditional alternative has approximately 4,650 ERUs being serviced by gravity sewer lines and 3,600 ERUs being serviced by regional lift stations. The O&M associated with this Traditional system was broken down into the following categories:

1. Gravity sewer pipeline maintenance (manhours): Includes the manhour time required to perform manhole inspections, spot cleanings, minor repairs, and addressing residential service calls.

2. Gravity sewer pipeline expenses (cost): This includes expenses incurred by the City to contract with third parties to clean and inspect the sewer pipelines throughout the City.

3. Lift station maintenance (manhours): Required manhours to provide general O&M to a centralized lift station.

4. Lift station expenses (cost): This includes expenses incurred by the City to contract with third parties to clean the wet well (vac truck), SCADA / electrical, maintain the onsite generator, and maintain the pumps and grinders.

5. and 6. Replacement of wear items (cost): This includes an estimated cost to replace the pumps and grinders within an assumed 10-year equipment service life. These replacement costs include estimates of the actual equipment and install.

7. Electrical usage (cost): This represents the estimated electrical costs associated with the normal operation of the regional lift stations. This value is based on historical data provided by West Point City.

Each of these categories and their estimated values are summarized in Table 6. A significant portion of the estimated O&M costs for the Traditional alternative are associated with the lift station. The gravity sewer lines typically require little to no ongoing maintenance. It is estimated that the Traditional system would require on average 1 full time City employee to operate and maintain the system.

Table 6
Traditional System Operations and Maintenance Cost Summary

Item #	Maintenance Category	Quantity/year		Unit Cost	Annual Cost
1	Gravity Sewer Manhours[1]	464	hr	$ 50.00	$ 23,220
2	Clean and Inspect Gravity Sewer Pipelines (sub-consultant)[1]	4,647	ERU	$ 6.25	$ 29,026
3	Lift Station Manhours[1]	1,803	hr	$ 50.00	$ 90,150
4	Clean Sump, Pump, and Generator Maintenance[1]	3,606	ERU	$ 28.50	$ 102,771
5	Pump Replacement	1.2	Pump	$30,000	$ 36,000
6	Grinder Replacement	0.4	Grinder	$30,000	$ 12,000
7	Electrical Costs	3606	ERU	$7.50	$ 27,045
Total Estimated Annual O&M					$320,212

[1]Average maintenance obtained from data provided by West Point City, see Appendix

2.2 O&M of Septic Tank Effluent Pumping (STEP) Alternative: This alternative consists of a decentralized system that has individual septic tanks and effluent pumps at each residence. Force mains collect the effluent discharged from each septic tank and conveys it to a gravity sewer trunkline. This STEP system is proposed to service approximately 3,600 ERUs and the remaining 1,050 ERUs will be serviced directly by gravity sewer. O&M costs for this system were generally estimated from input from two large scale end users of the STEP system. Each entity has serviced thousands of STEP systems for over 20-years and provides a good base line for these estimated costs. Both entities were questioned about specific O&M items and their historic expenses related to the O&M of their STEP system. Required manhours, number and nature of service calls, general equipment longevity, septic tank pumping frequency, and general advantages and disadvantages of the system were all discussed. A summary of these questionnaires can be found in the Appendix. To estimate the actual costs of the septic tank package (including the effluent pump, floats, filters, etc.) and replacement parts, Orenco Systems was contacted and provided a bid for these items (see Appendix). Orenco's costs were used as a basis for most of the specialized equipment associated with the STEP systems.

The associated O&M for this alternative are broken down into the following categories:

1. STEP system maintenance (manhours): Includes the manhour time required to perform service calls, minor pump/tank repair, tank inspections, and other ongoing system maintenance (filter cleaning, valve repair/replacement, and float repair/replacement).

2. Septic tank pumping (cost): This includes expenses incurred by the City to contract with third parties to periodically pump each septic tank. For the purposes of this study, it was assumed that each septic tank would be pumped on average every 10-years. This is not a set interval but an assumed average required pumping increment that could be expected. Pumping requirements may vary greatly based on each residents use of the sewer system.

3. Effluent pump liquid end replacement (cost): This includes the actual material costs to replace the liquid end of an effluent pump within an assumed 15-year equipment service life. Labor was included in the STEM system maintenance manhours category.

4. Effluent pump motor replacement (cost): This includes the actual material costs to replace the motor of an effluent pump within an assumed 20-year equipment service life. Labor was included in the STEM system maintenance manhours category.

5. Other service call materials (cost): This includes the actual material costs to replace miscellaneous wear parts of the system including; valving (check valve, air valve, isolation valves, gaskets, etc..), filters, mechanical floats, and electrical contractors. Input from the end user survey showed that approximately 60% of service calls required some type of equipment repair or replacement. This category was included for these miscellaneous material costs. Labor was included in the STEM system maintenance manhours category.

6. Gravity sewer pipeline expenses (cost): This includes expenses incurred by the City to contract with third parties to clean and inspect the sewer pipelines through the City. This was applied to the approximate 1,050 ERUs serviced by gravity only.

7. Gravity sewer pipeline maintenance (manhours): Includes the manhour time required to perform manhole inspections, spot cleanings, minor repairs, and addressing residential service calls. This was applied to the approximate 1,050 ERUs serviced by gravity only.

8. Electrical usage (cost): Electrical costs were estimated based on average daily flows, pump flow rates, motor electrical consumption, and current electrical costs in the area. It was determined that on average it would cost approximately $9.90 per year per ERU to operate each effluent pump.

Each of these categories and their estimated values are summarized in Table 7 below. A significant portion of the estimated O&M costs for the STEP alternative are associated with the manhours required to operate and maintain each of the 3,600 septic tanks and effluent pumps. It is estimated that the STEP system would require on average 4.5 full time City employees to operate and maintain the system at build-out.

Table 7
STEP System Operations and Maintenance Cost Summary

Item #	Maintenance Category	Quantity/year		Unit Cost	Annual Cost
1	STEP System Manhours[1]	9,286	hr	$ 50.00	$ 464,300
2	Pump Septic Tanks[1]	361	Tanks	$ 415.00	$ 149,815
3	Liquid End Replacement[1]	240	EA	$ 400.00	$ 96,000
4	Motor Replacement	180	Motor	$ 500.00	$ 90,000
5	Other Service Call Expenses[1]	587	Other	$ 100.00	$ 58,700
6	Clean and Inspect Gravity Sewer Pipelines (sub-consultant)[2]	1041	ERU	$ 6.25	$ 6,502
7	Gravity Sewer Manhours[2]	104	hr	$ 50.00	$ 5,202
8	Electrical Costs	3606	ERU	$ 9.90	$ 35,713
Total Estimated Annual O&M					$ 870,519

[1]Average maintenance obtained from data collected from two large STEP end users, see Appendix
[2]Average maintenance obtained from data provided by West Point City, see Appendix

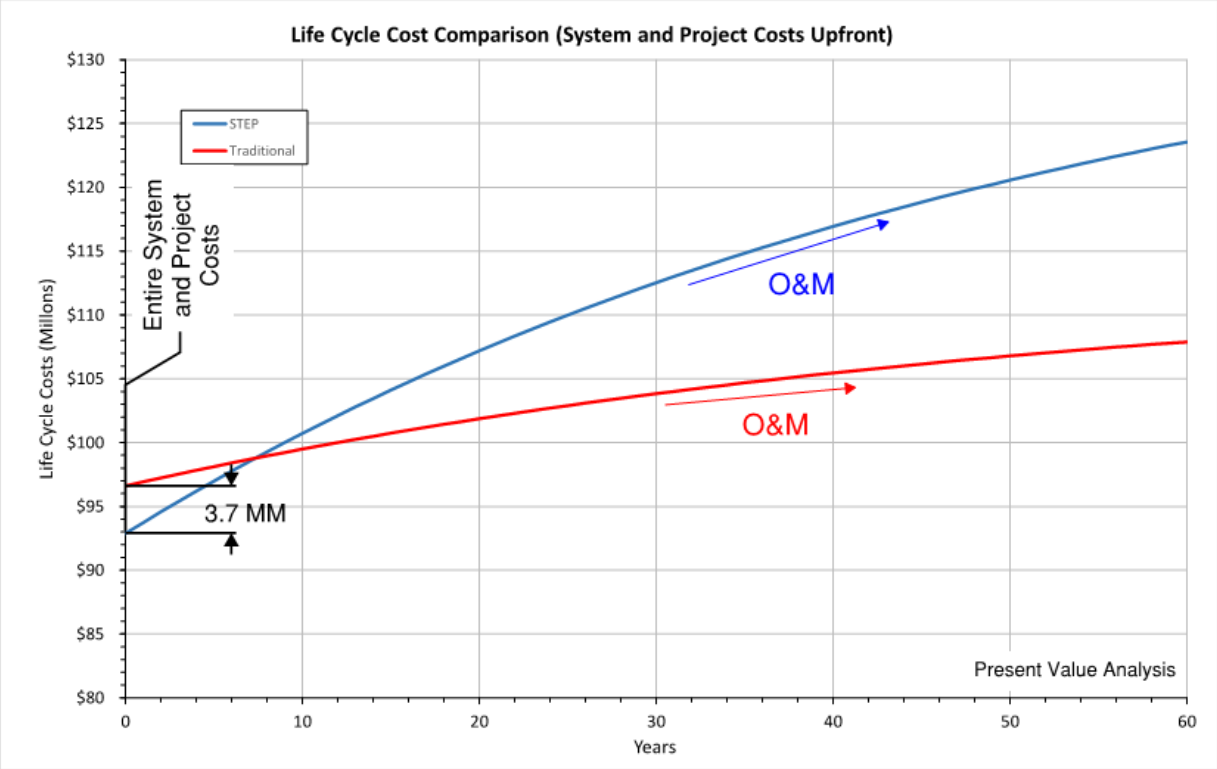
3.0 Life cycle Costs

When comparing Traditional gravity sewer with lift stations (Traditional system) with the septic tank effluent pumping (STEP) system it was important to consider all costs associated with each alternative over the life cycle of the systems. It was determined that a representative life cycle of 60-years would be appropriate in evaluating each alternative. Two present value life cycle analyses were performed to better understand the actuals costs of each system, they are listed below:

1) **Upfront Capital Analysis** – This analysis assumed that all system and project level costs occurred at the beginning (year-0). Full O&M costs were then applied each year over the 60-year life cycle of the alternatives. This evaluation highlights the total differences between the capital and maintenance costs but is not the most representative analysis of the timing of when costs may occur in the future. Figure 4 shows the upfront capital life-cycle analysis in present value basis. Refer to the appendix for a detailed cost breakdown.
2) **Phased Capital and O&M Analysis** – This analysis was performed to more accurately show the capital and maintenance costs ramp up over an assumed build-out period. Build-out of the study area was assumed to occur over the first 30-years of the 60-year life cycle. Generally, projects associated with the gravity serviceable areas were assumed to develop first. This includes Areas 4, 5, 6, 7 & 8. All system level costs associated with these areas were assumed to happen at year-0. At year-5, all system costs of Area 2 were applied, at year 10 all system costs of Area 3 were applied, and at year-20, all system costs of Area 1 were applied. Project level costs were applied incrementally between years 0 to 30, after which it was assumed the study area was completely built-out. O&M costs were also gradually implemented until the project area was assumed to be built-out, at which point the full O&M costs for the entire system were applied annually for the remainder of the life of the

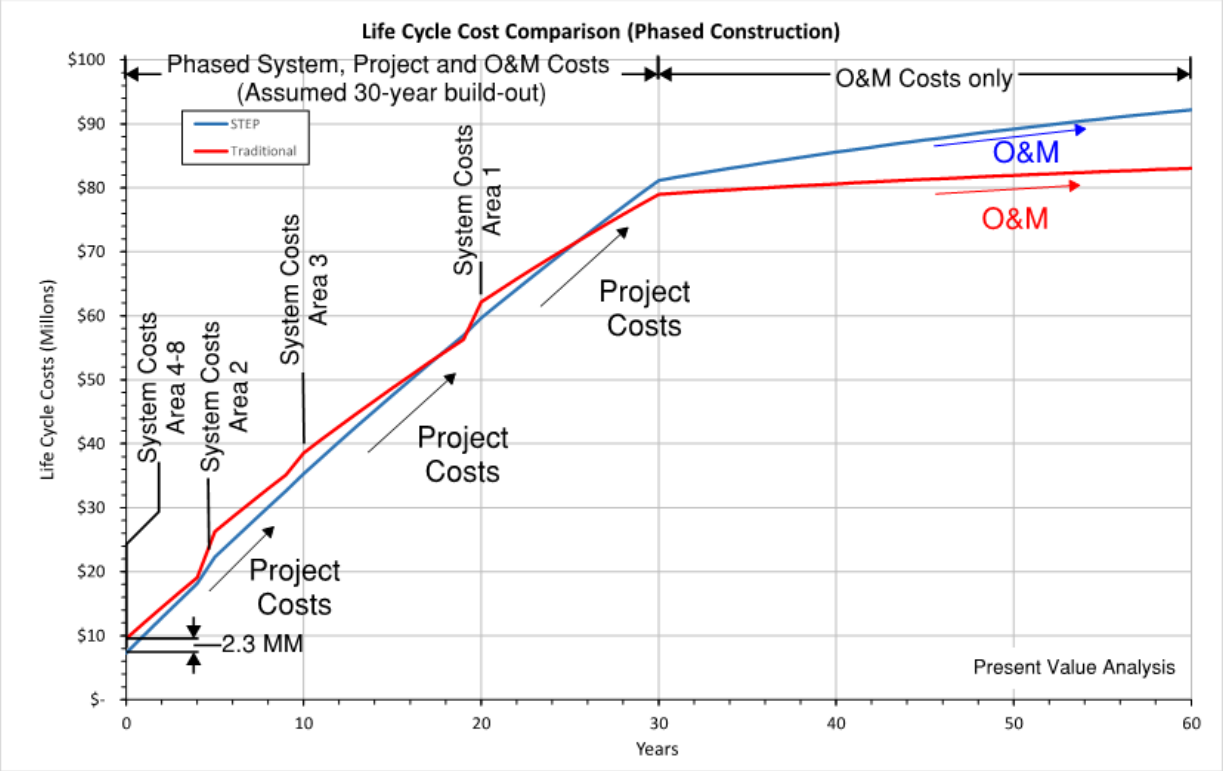
system. This analysis more closely approximates the actual phasing and incurred costs associated with each alternative over time. Figure 5 shows the phased capital and O&M life-cycle analysis in present value. Refer to the appendix for a detailed cost breakdown.

Figure 4 - Life Cycle Costs (Capital Costs Upfront)



From Figure 4 it can be seen that if the sewer system were built-out in year zero the STEP alternative would be able to be constructed for approximately $3.7 million less than the traditional alternative. This initial construction cost advantage is eliminated after approximately 7 years of O&M costs are incurred by the City. Overtime the 60 life cycle the O&M cost advantage of the traditional system would create an overall $15.7 million savings to the City over the STEP alternative.

Figure 5 - Life Cycle Costs (Capital and O&M Phased over 30-years)



From Figure 5 it can be seen that if the sewer system were built-out over 30 years the STEP alternative would be more cost effective to construct. This STEP alternative's construction cost advantage is eliminated as the system approaches build-out as higher O&M costs are incurred by the City. Overtime the 60 life cycle the O&M cost advantage of the traditional system would create an overall $9.1 million savings to the City over the STEP alternative.

4.0 Non-Cost Factors

Each alternative has its own advantages and disadvantages that cannot easily be assigned a quantitative value but will still play a significant role in the selection process. In an effort to organize, rank, and assign importance to each category, a qualitative analysis was performed. A ranked and weighted scoring system was developed where each alternative's non-cost factor was assigned a score between 1-5, 1 being the worst and 5 being the best. These scores were then weighted as to their general importance to the City. A combined weighted average score was then calculated based on this scoring method. Below is a list of the non-cost factors considered in this analysis:

- Backup Power : How does this system perform during an extended power outage?

  The Traditional system is able to provide services to the residents in the event of an extended power outage. Each regional lift station is equipped with a backup generator that is capable of providing power to the lift station for an extended period of time. These generators are typically powered by either natural gas or propane or in some cases both. They require regular maintenance to ensure proper operation.

  The STEP systems rely on the power source from each resident. During a power outage, the effluent pump will not operate, but the septic tank is capable of providing approximately 1-

day of emergency storage. After the septic tank is filled, the waste water would then back-up into the house. Residents should limit their water consumption during power outages to conserve available septic tank storage (e.g., limited showers, tubs, laundry, dish washer, or other high wastewater activities). The City may also see a significant number of requests to pump septic tanks during an extended power outage. This would be a huge task for the City O&M staff to undertake during this type of situation and would most likely not be feasible.

- Restrictions : Are there any restrictions associated with the use of either sewer system?

  The typical restrictions as to what is allowed in the Traditional system also apply to the STEP system. However, some additional restrictions apply specifically to the STEP system, namely it is not recommended that the residents own and operate a garbage disposal or have a water softener backwash discharge into the STEP system. The use of these items are not recommended as they will potentially reduce the effectiveness of the septic tank and increase the required maintenance on the system. It would be in the City's best interest to restrict the use of these items to protect the STEP system and its proper operation.

- Phasing Capability : How easily can this system accommodate development?

  The STEP system excels in this category. Minimal system costs (smaller force mains) allow this alternative to expand rapidly to service areas potentially much sooner than a Traditional system. Since the STEP system effectively removes a majority of the solids from the trunk lines, the force mains would be able to be sized for build-out flows from the beginning. There would be no minimum velocities within these trunk force mains, as there is no concern of solids settling out of suspension.

  The Traditional system requires the regional lift station to be constructed at the beginning of any development. The lift station pumps and potentially force mains would need to be installed in phases to accommodate future flows. Minimum velocities within the force main would need to be maintained in this scenario.

- City Familiarity : How familiar is the City and maintenance staff with this technology?

  The City currently owns and operates a regional lift station with another one coming into service soon. The staff is familiar and comfortable with the O&M required to keep this system operational.

  The STEP system is a new concept to the City and maintenance staff. There are no large scale STEP systems within the state of Utah. As discussed in the O&M section above, the STEP system would require significantly more O&M effort from the City. Training and education would be required at the implementation of this system.

- Constructability : How easy is this system to construct?

  The STEP system's main advantage is the ability to use smaller, shallow buried force mains instead of larger/deeper gravity lines to collect and convey the effluent. The STEP system allows the gravity collection lines to be buried at a minimum depth of approximately 4-feet and can more easily avoid other utility crossings or other obstructions ,because these force mains are pumped they do not have to maintain a set grade or elevation.

- Standard of Conveyance : What is the tried and true method?

  The Traditional system is by far the most widely used conveyance method within the intermountain west. The regional lift station approach has a long tract record within the state of Utah and Traditional gravity collection lines are almost entirely maintenance free.

- Residents Familiarity : How familiar are the residents with this technology?

  Generally, residents with the State of Utah are familiar with regional collection systems, in the fact that they typically never have to worry about the proper operation of the sewer collection system. The STEP system would require more resident involvement and understanding. Educational methods would need to be implemented at a regular basis to keep residents well informed as to how their sewer system works and what to do when there are issues.

  Since the City would own the septic tank and effluent pumps, an easement would be required to operate and maintain each of the STEP systems on each resident's lot.

- System Reliability and Performance : How well does this system perform and how much down time does this system experience?

  Based on interviews with end-users for both systems, it was determined that they both performed well in these two categories. Either alternative would be considered a reliable option with minimal downtime and exceptional performance.

The main advantages of the Traditional system were the following: backup power, minimal restrictions, City and Residents Familiarity, and it is the standard method of sewer conveyance. The main advantages of the STEP system are its ability to be easily phased and constructability. Table 8 summaries each of these non-cost factors and their associated weighting factor based on City input.

Table 8
Non-Cost Factors Comparison

	Backup Power	Restrictions	Phasing Capability	City Familiarity	Constructability	Standard of Conveyance	Residents Familiarity	System Reliability	System Performance	Weighted Average
STEP	1	1	5	1	5	1	1	4	4	**2.5**
Traditional	3	4	1	5	2	5	4	5	4	**3.3**
Weight (out of 100)	20	15	15	15	15	5	5	5	5	

From Table 8 it can been seen that weighted average of the non-cost factor scoring results in a higher score from the traditional alternative with the STEP alternative being less advantageous when non-cost factors are considered. The key disadvantages of the STEP alternative of not having the ability to operate the system through back-up power under extended power outage/emergency scenarios and the need to place water softener and garbage disposal restrictions on homeowners are key disadvantages of the system that should not be overlooked.

CONCLUSIONS

A detailed sewer alternative analysis was performed looking into two different alternatives to provide sewer service to areas within West Point City and unincorporated Davis County that are not able to be serviced by gravity. The two alternatives studied in this detailed analysis are a centralized and decentralized alternative. The centralized alternative is the Traditional sewer conveyance

system with regional lift stations and the decentralized alternative is the Septic Tanks Effluent Pumping (STEP) system with septic tanks and effluent pumps at each residence. The purpose of this detailed analysis was to help the City identify the most feasible alternative to provide sewer service to the study area. The main conclusions determined from this alternative study are summarized below:

- **Capital Costs –** Detailed cost estimates were generated for each alternative that incorporated all associated system level and project level costs. The STEP system total capital costs are estimated at approximately 4% ($3.7MM) less than the Traditional system. The STEP system has the lowest required capital costs of out the alternatives.
- **Operation and Maintenance Costs –** A detailed O&M analysis of each system based on end user data shows that the Traditional system would require approximately 1/3 of the annual expense to the City to operate when compared to the STEP system. It is estimated that at build-out, the STEP system would require a dedicated 4.5 full time person crew compared to a 1 full time person crew for the Traditional system.
- **Life Cycle Costs –** Capital costs and O&M costs have been combined to provide an estimated 60-year life cycle cost in present value dollars. Two analyses were performed, a 'upfront capital' analysis and a 'phased capital and O&M' analysis. Both analyses show that the Traditional system has an overall lower life cycle cost. This analysis shows that the Traditional system's higher capital costs are offset by its lower O&M costs over time.
- **Non-Cost Factor Comparison –** Ultimately the Traditional system is the tried and true system almost exclusively used through-out the State. It is familiar to the City, provides a means of backup power, and has fewer restrictions to the residents. The STEP system is a newer technology to the State and thus is unfamiliar to most residents and Cities. The system has a significant upfront cost savings and could potentially facilitate faster development demands. When considering all non-cost factors, the Traditional system is the preferred alternative in this comparison.

In summary, the STEP System has the lowest capital costs while the Traditional System has the lowest O&M and life cycle costs. The Traditional system also is the preferred alternative in the Non-Cost Factor comparison. Generally, the STEP system can provide sewer service to the study area at a much quicker rate and at relatively lower capital costs but comes with significantly higher O&M expenses for the City overtime and has other non-cost factor disadvantages.

Recommendations*:* While the traditional system alternative does require a higher initial capital investment to construct the system, the annual O&M cost advantages of the traditional system make it the most cost-effective solution for West Point City(as seen in both the upfront and phased versions of a life cycle analysis). In addition, the non-cost factor comparison also shows the traditional system alternative will provide West Point City the better long term sewer system solution. The final study recommendations will be coordinated with City Council and City Staff.

Appendix A

End User System Surveys

Tim Lee
South Alabama Utilities
Wastewater Manager
(251) 895-4115

Orenco System Questionnaire

Municipality or Service District: S. Alabama Utilities

Total number of Orenco systems: 3,000 to 3,500

Total number of sewer connections: 1,000

Length of Ownership (years): 20+ years

Does the City own and operate the actual pump and septic tank (yes or no): yes - they own and maintain. No additional charge for service calls

Estimated manhours required to service Orenco System Only or number of employees required: 10 employees total. 3 - responsible for service calls and repairs, 5 - part of construction crew to install tanks and pumps for new builds, and 2 supporting staff

Required training for workers (estimated upfront or ongoing costs): minimal

Number of Service Calls (# of calls / month or year): 100 calls per month total. about 85 of those there is something to fix with the system. They have somebody on call 24/7

Nature of Service Calls (e.g. pump issues, pump septic tank, etc)
60% are bad floats, 40% are clogged filters. Pumping tanks is sparatic. They pump as needed (not on a schedule). They pump approx. 50 tanks a year. They have to rebuild liqued end of the pumps every 5 to 20 years. Motors are rare to go bad.

Parts availability (lead time on pumps, septic tanks, or other replacement parts):
They order parts in bulk and keep on hand about 10-20 liquid ends, 10-20 spare pumps (motor and pump), spare electrical components

Specialized tools required (any estimated costs to the City?) Nothing special. Very straight forward to maintain or rebuild

City owned equipment (what and estimated costs) No vac truck. They may have to wait 1-2 days

Other O&M costs the City would like to share: covered above.

General ADVANTAGES to the City owning and operating Orenco Systems:

- Customer Service of Orenco is exceptional. This utility specifies only Orenco for their system
-
-
-

General DISADVANTAGES to the City for owning and operating Orenco Systems:

- If installed poorly by contractor, then may have issues down the road. Thats why this utility decided to be the installer. To ensure it is done properly.
-
-
-

Overall City Experience Owning and Operating Orenco Effluent Only Systems (would you do it again and why)?

If installed poorly by contractor, then may have issues down the road. Thats why this utility decided to be the installer. To ensure it is done properly.

Norm Case
City of Montesano
Collection System Supervisor
ncase@montesano.us
(360) 470-2417

Orenco System Questionnaire

Municipality or Service District: Montesano

Total number of Orenco systems: 1480

Total number of sewer connections: -

Length of Ownership (years): Since 1991 (30 years)

Does the City own and operate the actual pump and septic tank (yes or no): Yes

Estimated manhours required to service Orenco System Only or number of employees required: 2

Required training for workers (estimated upfront or ongoing costs): Electrical training, some mechanical

Number of Service Calls (# of calls / month or year): 25/month

Nature of Service Calls (e.g. pump issues, pump septic tank, etc)

Floats, Pumps plug, Need to replace 4-8 Replacement Pumps/month (about a 20 yr average)

Parts availability (lead time on pumps, septic tanks, or other replacement parts):

Order in bulk - no issues

Specialized tools required (any estimated costs to the City?)

City owned equipment (what and estimated costs) No - contract. Spend about $90,000/yr on vac truck at about 0.28/gal

Other O&M costs the City would like to share:

General ADVANTAGES to the City owning and operating Orenco Systems:

- Overall generally pleased with the systm
-
-
-
-

General DISADVANTAGES to the City for owning and operating Orenco Systems:

- Consumer habits are the biggest issue - flushable wipes, garbage disposables, water softener use
- Apartments and Rentals biggest issues
-
-
-

Overall City Experience Owning and Operating Orenco Effluent Only Systems (would you do it again and why)?

Estimates WPC would need about 4 people full time plus 1 guy running the vac truck.

Traditional System end-user Survey

The following data was collected from West Point City regarding their current O&M costs relating to their gravity lines and lift station.

WPC current ERUs within City
3202 residential sewer connections
61 commercial sewer connections (not sure how many ERU's this represents. I can calculate it if needed)

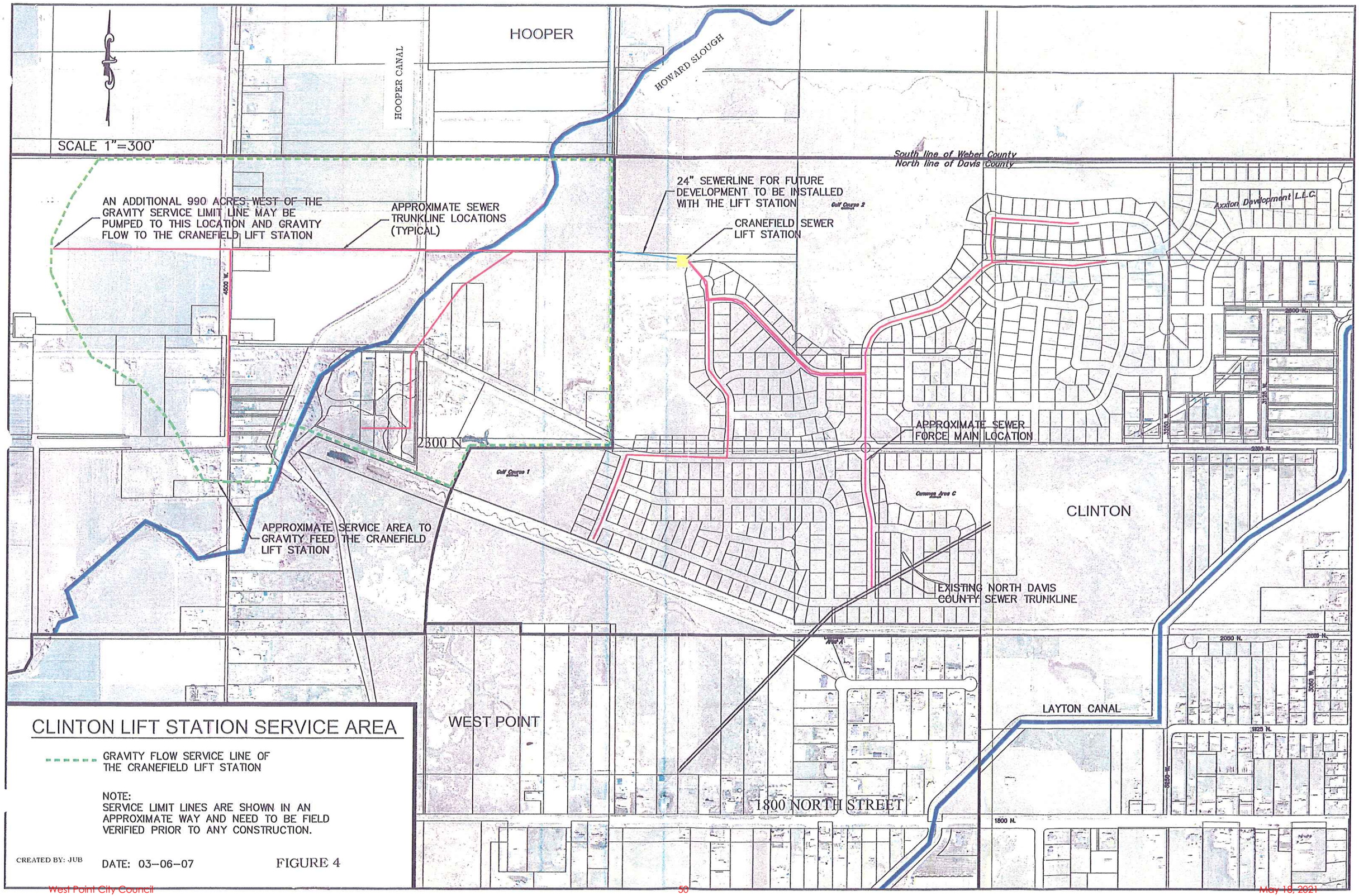
WPC manhours required to maintain existing gravity system (clean sewer pipelines, manhole maintenance, etc)
220 manhours/yr for manhole inspections (estimate from PW department)
100 manhours/yr for spot cleaning, repairs, address complaints, etc (estimate from PW department)
$6,000/yr general cleaning (contracted with Pro-Pipe)
$14,000/yr acoustic pipe inspections (contracted with RH Borden Co.)

WPC manhours to maintain and operate existing lift station
100 manhours/yr general maintenance
30 manhours/yr vac truck/cleaning (contracted with Pro-Pipe, about $1600/yr)
10 manhours/yr SCADA system maintenance (contract with SKM, about $2,000/yr)
5 manhours/yr pump and electrical component maintenance (contracted with Johnson Electric, about $600/yr)
5 manhours/yr backup generator maintenance (contracted, about $1,500/yr)

Parts (pumps, grinder, sensors, etc)
$250/yr miscellaneous parts
$50/yr rental fees for propane tank
$1,200/yr Rocky Mt. Power bill

Appendix B

Cranefield Lift Station Drawings



CLINTON LIFT STATION SERVICE AREA

GRAVITY FLOW SERVICE LINE OF THE CRANEFIELD LIFT STATION

NOTE:
SERVICE LIMIT LINES ARE SHOWN IN AN APPROXIMATE WAY AND NEED TO BE FIELD VERIFIED PRIOR TO ANY CONSTRUCTION.

CREATED BY: JUB

DATE: 03-06-07

FIGURE 4

Appendix C

STEP Component Costs

Jex Environmental Solutions

PO Box 3603

Logan, UT 84323

Quote

ADDRESS

Contractor - UT

QUOTE	1036
DATE	03/26/2021
EXPIRATION DATE	04/26/2021

SALES REP

Richard

	DESCRIPTION	QTY	RATE	AMOUNT
Prelos1000-36A	Orenco Prelos processing tank, 1000 g., pump discharge, 36" riser, pre-assembled	1	5,214.00	5,214.00T
Prelos1500-36A	Orenco Prelos processing tank, 1500 g., pump discharge, 36" riser, pre-assembled	1	6,000.00	6,000.00T
PF100511-CLK	10 GPM Pump, Click Tight Connector	1	736.34	736.34T
MF1P-CLK	Mechanical Float, Normally Open w/ Collar; ClickTight Connector	1	62.14	62.14T
FLD24G	Fiberglass Lid, DuraFiber, 24" W/ Urethane Gasket; 4 bolts	1	84.59	84.59T
FLD30G	Fiberglass Lid, Durafiber, 30" W/Urethane Gasket; 4 Bolts	1	160.50	160.50T
EP-CONTACTOR-17A	13-16-16-1304; Contactor; 18A, 3P, 110 - 120V, 50/60 HZ	1	90.64	90.64T
PFM0511	Franklin Motor; 1/2Hp, 115V, 60HZ,1 Phase,W/O Pump Lead	1	469.19	469.19T
PFL1005	PF-Series Liquid End; 10gpm, 1/2Hp, 60HZ	1	363.76	363.76T
PFR1005	PF-Series Rebuild Kit; 10gpm,1/2Hp,60Hz for pumps w/ S.S. suction connection	1	134.47	134.47T

SUBTOTAL	13,315.63
TAX (7%)	932.09
TOTAL	**$14,247.72**

Accepted By

Accepted Date

Appendix D

Detailed Cost Tables

Preliminary Opinion of Probable Construction Cost

BOWEN COLLINS & ASSOCIATES

Project: West Point City Sanitary Sewer System Study 2020 — *Date:* April 2021
Desc.: Traditional Lift Stations - Upfront Capital — *Prepared by:* TS

No.	Item	Quantity	Units	Unit Cost	Cost
1	30-inch PVC Sewer Pipeline	2,700	LF	$ 395	$ 1,066,500
2	24-inch PVC Sewer Pipeline	3,400	LF	$ 340	$ 1,156,000
3	18-inch PVC Sewer Pipeline (deeper excavation)	1,500	LF	$ 330	$ 495,000
4	15-inch PVC Sewer Pipeline (deeper excavation)	5,300	LF	$ 308	$ 1,632,400
5	12-inch PVC Sewer Pipeline	2,600	LF	$ 205	$ 533,000
6	12-inch PVC Sewer Pipeline(deeper excavation)	4,000	LF	$ 285	$ 1,140,000
7	10-inch PVC Sewer Pipeline	2,100	LF	$ 183	$ 384,300
8	Asphalt Replacement for Gravity Sewer Pipelines only	25,333	SY	$ 49	$ 1,241,333
9	Sewer Manholes (assumed standard 5-foot diameter)	65	EA	$ 8,000	$ 518,400
10	Loop/Relocate 36" and 15" Drain Pipes (5000 W)	2	LS	$ 15,000	$ 30,000
11	24-inch Pipe Bridge (80' bridge)	1	LS	$ 250,000	$ 250,000
12	Area 1 Lift Station (1.2 MGD)	1.15	MGD	$ 1,650,000	$ 1,897,500
13	Area 2 Lift Station (1.0 MGD)	1.05	MGD	$ 1,650,000	$ 1,732,500
14	Area 3 Lift Station (0.6 MGD)	0.60	MGD	$ 1,650,000	$ 990,000
15	Area 7&8 Lift Station (0.7 MGD)	0.70	MGD	$ 1,650,000	$ 1,155,000
16	8-inch Force Main - Area 1 (DR11 HDPE) w/ Asphalt	8,300	LF	$ 131	$ 1,087,300
17	8-inch Force Main - Area 2 (DR11 HDPE) w/ Asphalt	3,800	LF	$ 131	$ 497,800
18	6-inch Force Main - Area 3 (DR11 HDPE) w/ Asphalt	1,400	LF	$ 120	$ 168,000
19	6-inch Force Main - Area 7&8 (DR11 HDPE) w/ Asphalt	3,600	LF	$ 120	$ 432,000
20	Steel Casing (Area 7&8)	420	LF	$ 590	$ 247,800
21	Surface Street Sewer Lines (8 and 10-inch PVC) 2,112 ac	308,238	LF	$ 130	$ 40,070,999
22	Gravity Sewer Service Connections	4,646	ERU	$ 2,000	$ 9,292,800
23	Sewer Manholes (assumed standard 4-foot diameter)	925	EA	$ 6,000	$ 5,548,292
				Subtotal	**$71,566,924**
	Miscellaneous Unlisted			***20%***	***$14,313,400***
	Engineering and Administration			***15%***	***$10,735,100***
	Total System and Project Cost (rounded to nearest $1,000)				**$96,616,000**

This opinion of probable construction is based on experience with past projects of similar construction. It is understood that Bowen Collins & Associates has no control over economical factors or unknown conditions that may have a significant impact on actual project costs. Bowen Collins & Associates does not guarantee its cost estimates and accepts no liability for problems created by the difference in actual costs and this opinion of probable construction cost.

Preliminary Opinion of Probable Construction Cost

BOWEN COLLINS & ASSOCIATES

Project: West Point City Sanitary Sewer System Study 2020 — *Date:* April 2021
Desc.: Traditional Lift Stations - Phased Capital — *Prepared by:* TS

No.	Item	Quantity	Units	Unit Cost	Cost
System Costs - Year 0 (Areas 4, 5, 6, 7 and 8)					
1	30-inch PVC Sewer Pipeline	2,700	LF	$ 395	$ 1,066,500
2	24-inch PVC Sewer Pipeline	3,400	LF	$ 340	$ 1,156,000
3	12-inch PVC Sewer Pipeline(deeper excavation)	2,500	LF	$ 285	$ 712,500
4	12-inch PVC Sewer Pipeline	2,600	LF	$ 205	$ 533,000
5	10-inch PVC Sewer Pipeline	2,100	LF	$ 183	$ 384,300
6	Sewer Manholes (assumed standard 5-foot diameter)	40	EA	$ 8,000	$ 319,200
7	Asphalt Replacement for Gravity Sewer Pipelines only	16,267	SY	$ 49	$ 797,067
8	Area 7&8 Lift Station (0.7 MGD)	0.70	MGD	$ 1,650,000	$ 1,155,000
9	6-inch Force Main - Area 7&8 (DR11 HDPE) w/ Asphalt	3,600	LF	$ 120	$ 432,000
10	Loop/Relocate 36" and 15" Drain Pipes (5000 W)	2	LS	$ 15,000	$ 30,000
11	24-inch Pipe Bridge (80' bridge)	1	LS	$ 250,000	$ 250,000
12	Steel Casing (Area 7&8)	420	LF	$ 590	$ 247,800
Subtotal				**Subtotal**	**$7,083,367**
	Miscellaneous Unlisted			***20%***	***$1,416,700***
	Engineering and Administration			***15%***	***$1,062,600***
	Areas 4 to 8 System Cost (rounded to nearest $1,000)				**$9,563,000**
System Costs - Year 5 (Area 2)					
13	18-inch PVC Sewer Pipeline (deeper excavation)	1,500	LF	$ 330	$ 495,000
14	15-inch PVC Sewer Pipeline (deeper excavation)	2,900	LF	$ 308	$ 893,200
15	Asphalt Replacement for Gravity Sewer Pipelines only	5,867	SY	$ 49	$ 287,467
16	Sewer Manholes (assumed standard 5-foot diameter)	13	EA	$ 8,000	$ 105,600
17	Area 2 Lift Station (1.0 MGD)	1.05	MGD	$ 1,650,000	$ 1,732,500
18	8-inch Force Main - Area 2 (DR11 HDPE) w/ Asphalt	3,800	LF	$ 131	$ 497,800
				Subtotal	**$4,011,567**
	Miscellaneous Unlisted			***20%***	***$802,400***
	Engineering and Administration			***15%***	***$601,800***
	Area 2 System Cost (rounded to nearest $1,000)				**$5,416,000**
System Costs - Year 10 (Area 3)					
19	Area 3 Lift Station (0.6 MGD)	0.60	MGD	$ 1,650,000	$ 990,000
20	6-inch Force Main - Area 3 (DR11 HDPE) w/ Asphalt	1,400	LF	$ 120	$ 168,000
					$1,158,000
	Miscellaneous Unlisted			***20%***	***$231,600***
	Engineering and Administration			***15%***	***$173,700***
	Area 3 System Cost (rounded to nearest $1,000)				**$1,563,000**
System Costs - Year 20 (Area 1)					
21	15-inch PVC Sewer Pipeline (deeper excavation)	2,400	LF	$ 308	$ 739,200
22	12-inch PVC Sewer Pipeline(deeper excavation)	1,500	LF	$ 285	$ 427,500
23	Asphalt Replacement for Gravity Sewer Pipelines only	3,200	SY	$ 49	$ 156,800
24	Sewer Manholes (assumed standard 5-foot diameter)	12	EA	$ 8,000	$ 93,600
25	Area 1 Lift Station (1.2 MGD)	1.15	MGD	$ 1,650,000	$ 1,897,500
26	8-inch Force Main - Area 1 (DR11 HDPE) w/ Asphalt	8,300	LF	$ 131	$ 1,087,300
				Subtotal	**$4,401,900**
	Miscellaneous Unlisted			***20%***	***$880,400***
	Engineering and Administration			***15%***	***$660,300***
	Area 1 System Cost (rounded to nearest $1,000)				**$5,943,000**
	Total System Costs				**$22,485,000**
Project Costs					
27	Surface Street Sewer Lines (8 and 10-inch PVC) 2,112 ac	308,238	LF	$ 130	$ 40,070,999
28	Gravity Sewer Service Connections	4,646	ERU	$ 2,000	$ 9,292,800
29	Sewer Manholes (assumed standard 4-foot diameter)	925	EA	$ 6,000	$ 5,548,292
				Subtotal	**$54,912,091**
	Miscellaneous Unlisted			***20%***	***$10,982,500***
	Engineering and Administration			***15%***	***$8,236,900***
	Total Project Cost (rounded to nearest $1,000)				**$74,131,000**
	Total System and Project Costs				**$96,616,000**

This opinion of probable construction is based on experience with past projects of similar construction. It is understood that Bowen Collins & Associates has no control over economical factors or unknown conditions that may have a significant impact on actual project costs. Bowen Collins & Associates does not guarantee its cost estimates and accepts no liability for problems created by the difference in actual costs and this opinion of probable construction cost.

Preliminary Opinion of Probable Construction Cost

BOWEN COLLINS & ASSOCIATES

Project: West Point City Sanitary Sewer System Study 2020 — *Date:* April 2021
Desc.: Septic Tank Effluent Pumping (STEP) - Upfront Capital — *Prepared by:* TS

No.	Item	Quantity	Units	Unit Cost	Cost
1	30-inch PVC Sewer Pipeline	2,700	LF	$ 395	$ 1,066,500
2	24-inch PVC Sewer Pipeline	3,400	LF	$ 340	$ 1,156,000
3	12-inch PVC Sewer Pipeline	2,600	LF	$ 205	$ 533,000
4	10-inch PVC Sewer Pipeline	2,100	LF	$ 183	$ 384,300
5	Sewer Manholes (assumed standard 5-foot diameter)	32	EA	$ 8,000	$ 259,200
6	Asphalt Replacement for Gravity Sewer Pipelines only	14,400	SY	$ 49	$ 705,600
7	4-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	2,200	LF	$ 110	$ 242,000
8	6-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	5,650	LF	$ 120	$ 678,000
9	6-inch Sewer Force Main (DR 11 HDPE) w/o Asphalt	4,900	LF	$ 80	$ 392,000
10	8-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	2,800	LF	$ 131	$ 366,800
11	10-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	5,500	LF	$ 143	$ 786,500
12	Loop 36" and 15" Drain Pipes (5000 W)	2	LS	$ 15,000	$ 30,000
13	24-inch Pipe Bridge (80' bridge)	1	LS	$ 250,000	$ 250,000
14	Steel Casing (Area 7&8 Clinton Drain, Howard Slough & Hooper Canal crossings)	420	LF	$ 590	$ 247,800
15	Septic Dump at North Davis Sewer TP	1	EA	$ 185,000	$ 185,000
16	Surface Street Sewer Lines (8 and 10-inch PVC) 473 ac	69,033	LF	$ 130	$ 8,974,234
17	Gravity Sewer Service Connections	1,041	ERU	$ 2,000	$ 2,081,200
18	Sewer Manholes (assumed standard 4-foot diameter)	207	EA	$ 6,000	$ 1,242,586
19	Surface Street Force Mains (2-3 inch HDPE) 1,639 ac	239,206	LF	$ 40	$ 9,568,235
20	Septic Tank and Install	3,606	EA	$ 10,600	$ 38,223,600
21	STEP Service Connection (1" service)	3,606	EA	$ 400	$ 1,442,400
				Subtotal	**$68,814,956**
	Miscellaneous Unlisted			***20%***	***$13,763,000***
	Engineering and Administration			***15%***	***$10,322,300***
	Total System and Project Cost (rounded to nearest $1,000)				**$92,901,000**

This opinion of probable construction is based on experience with past projects of similar construction. It is understood that Bowen Collins & Associates has no control over economical factors or unknown conditions that may have a significant impact on actual project costs. Bowen Collins & Associates does not guarantee its cost estimates and accepts no liability for problems created by the difference in actual costs and this opinion of probable construction cost.

Preliminary Opinion of Probable Construction Cost

BOWEN COLLINS & ASSOCIATES

Project: West Point City Sanitary Sewer System Study 2020 — *Date:* April 2021
Desc.: Septic Tank Effluent Pumping (STEP) - Phased — *Prepared by:* TS

No.	Item	Quantity	Units	Unit Cost	Cost
System Costs - Year 0 (Areas 4, 5, 6, 7 and 8)					
1	30-inch PVC Sewer Pipeline	2,700	LF	$ 395	$ 1,066,500
2	24-inch PVC Sewer Pipeline	3,400	LF	$ 340	$ 1,156,000
3	12-inch PVC Sewer Pipeline	2,600	LF	$ 205	$ 533,000
4	10-inch PVC Sewer Pipeline	2,100	LF	$ 183	$ 384,300
5	Sewer Manholes (assumed standard 5-foot diameter)	32	EA	$ 8,000	$ 259,200
6	Asphalt Replacement for Gravity Sewer Pipelines only	14,400	SY	$ 49	$ 705,600
7	Loop 36" and 15" Drain Pipes (5000 W)	2	LS	$ 15,000	$ 30,000
8	24-inch Pipe Bridge (80' bridge)	1	LS	$ 250,000	$ 250,000
9	4-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	900	LF	$ 110	$ 99,000
10	6-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	1,950	LF	$ 120	$ 234,000
11	6-inch Sewer Force Main (DR 11 HDPE) w/o Asphalt	3,350	LF	$ 80	$ 268,000
12	Steel Casing (Area 7&8 Clinton Drain, Howard Slough & Hooper Canal crossings)	420	LF	$ 590	$ 247,800
13	Septic Dump at North Davis Sewer TP	1	EA	$ 185,000	$ 185,000
				Subtotal	**$5,418,400**
	Miscellaneous Unlisted			***20%***	***$1,083,700***
	Engineering and Administration			***15%***	***$812,800***
	Areas 4 to 8 System Cost (rounded to nearest $1,000)				**$7,315,000**
System Costs - Year 5 (Areas 2)					
14	6-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	3,650	LF	$ 120	$ 438,000
15	10-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	5,500	LF	$ 143	$ 786,500
				Subtotal	**$1,224,500**
	Miscellaneous Unlisted			***20%***	***$244,900***
	Engineering and Administration			***15%***	***$183,700***
	Area 2 System Cost (rounded to nearest $1,000)				**$1,654,000**
System Costs - Year 10 (Areas 3)					
16	4-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	1,300	LF	$ 110	$ 143,000
				Subtotal	**$143,000**
	Miscellaneous Unlisted			***20%***	***$28,600***
	Engineering and Administration			***15%***	***$21,500***
	Area 3 System Cost (rounded to nearest $1,000)				**$194,000**
System Costs - Year 20 (Areas 1)					
16	6-inch Sewer Force Main (DR 11 HDPE) w/o Asphalt	1,600	LF	$ 80	$ 128,000
17	8-inch Sewer Force Main (DR 11 HDPE) w/ Asphalt	2,800	LF	$ 131	$ 366,800
				Subtotal	**$494,800**
	Miscellaneous Unlisted			***20%***	***$99,000***
	Engineering and Administration			***15%***	***$74,300***
	Area 1 System Cost (rounded to nearest $1,000)				**$669,000**
	Total System Costs				**$9,832,000**
Project Costs					
18	Surface Street Sewer Lines (8 and 10-inch PVC) 473 ac	69,033	LF	$ 130	$ 8,974,234
19	Gravity Sewer Service Connections	1,041	ERU	$ 2,000	$ 2,081,200
20	Sewer Manholes (assumed standard 4-foot diameter)	207	EA	$ 6,000	$ 1,242,586
21	Surface Street Force Mains (2-3 inch HDPE) 1,639 ac	239,206	LF	$ 40	$ 9,568,235
22	Septic Tank and Install	3,606	EA	$ 10,600	$ 38,223,600
23	STEP Service Connection (1" service)	3,606	EA	$ 400	$ 1,442,400
				Subtotal	**$61,532,256**
	Miscellaneous Unlisted			***20%***	***$12,306,500***
	Engineering and Administration			***15%***	***$9,229,900***
	Total Project Cost (rounded to nearest $1,000)				**$83,069,000**
Total Combined Costs					
	Total System and Project Costs				**$92,901,000**

This opinion of probable construction is based on experience with past projects of similar construction. It is understood that Bowen Collins & Associates has no control over economical factors or unknown conditions that may have a significant impact on actual project costs. Bowen Collins & Associates does not guarantee its cost estimates and accepts no liability for problems created by the difference in actual costs and this opinion of probable construction cost.

EXECUTIVE SUMMARY - 2020 SANITARY SEWER SYSTEM STUDY

West Point City (City) retained Bowen Collins & Associates (BCA) to perform a sanitary sewer system analysis of areas currently within City limits and in unincorporated Davis County that are not serviceable by the existing gravity sewer system. At buildout, it is expected that this area will include approximately 4,650 residential units.

A preliminary high level analysis was previously performed by BCA that evaluated a total of 5 different sewer conveyance systems. This preliminary analysis narrowed down the alternatives to two of the most feasible; 1) Traditional gravity sewer with lift stations and 2)Septic Tank Effluent Pumping (STEP) system. These alternatives provide the City with consideration of the most promising of both a centralized and decentralized sewer conveyance alternatives. A traditional system uses regional lift stations to services areas below the serviceable gravity area. A STEP system consists of individual septic tanks and effluent pumps at each resident. The septic tanks collect the solids and then the effluent is pumped through a series of force mains until it discharges into a gravity sewer line.

This technical memorandum was prepared to document the in-depth analysis performed on the Traditional and STEP systems. Key aspects of the analysis include the following 4 caparison categories: capital costs, operations and maintenance costs, life-cycle costs, and other non-cost factors (phasing, system restrictions, system familiarity, …etc.). Below is a summary of the key results and conclusions of each of these categories:

- **Capital Costs –** Detailed cost estimates were generated for each alternative that incorporated all associated system level and project level costs. The STEP system total capital costs (including system and project level costs in 2021 dollar) are estimated at $92.9M, and the traditional alternative was estimated at $96.6M. The STEP alternative was approximately 4% ($3.7M) less than the Traditional system. The STEP system has the lowest required capital costs of out the alternatives.
- **Operation and Maintenance Costs –** A detailed O&M analysis of each system based on end user data shows that the Traditional system would require approximately 1/3 of the annual expense to the City to operate when compared to the STEP system. The STEP alternative had approximately $870K in annual O&M costs at build out and the Traditional alternative was estimated at $320K in build out annual O&M costs. It is estimated that at build-out, the STEP system would require a dedicated 4.5 full time person crew compared to 1 full time person crew for the Traditional system.
- **Life Cycle Costs –** Capital costs and O&M costs have been combined to provide an estimated 60-year life cycle cost in present value dollars. Two analyses were performed, a 'upfront capital' analysis and a 'phased capital and O&M' analysis. Both analyses show that the Traditional system has an overall lower life cycle cost. This analysis shows that the Traditional system's higher capital costs are offset by its lower O&M costs over time. The Traditional system has significant overall cost advantages when life cycles costs are evaluated.
- **Non-Cost Factor Comparison –** An evaluation of each alternatives non-cost factor advantages and disadvantages was also performed. Ultimately the Traditional system is the tried and true system almost exclusively used through-out the State. It is familiar to the City, provides a means of backup power, and has fewer restrictions to the residents. The STEP system is a newer technology to the State and thus is unfamiliar to most residents and Cities. The system has a

significant upfront cost savings and could potentially facilitate faster development, but comes with use restrictions on residents (garbage disposals and water softeners) and is susceptible to significant problems if the City has a widespread, power outage emergency lasting more than 1 day. When considering all non-cost factors, the Traditional system is the preferred alternative in this comparison.

In summary, the STEP System has the lowest capital costs while the Traditional System has the lowest O&M and life cycle costs. The Traditional system also is the preferred alternative in the Non-Cost Factor comparison. Generally, the STEP system is able to provide sewer service to the study area at a much quicker rate and at relatively lower capital costs, but comes with significantly higher O&M expenses and life cycles cost for the City and has other non-cost factor disadvantages that would be impact the City and residents.

City Council Staff Report

Subject: Harvest Fields Phases 2 and 7
Author: Bryn MacDonald
Department: Community Development
Date: May 18, 2021

WEST POINT UTAH

Background

The applicant is seeking an exception from the City Council to receive Final Plat approval for Phases 2 and 7 of the Harvest Fields PRUD subdivision located at approximately 1200 South 4500 West. Phase 2 consists of 29 lots and phase 7 is 28 lots. The applicant previously received approval for phases 3-6. The code does not allow multiple phases to be developed at the same time, unless an exception is granted by the City Council.

Analysis

Preliminary approval for the entire development was granted in March, 2020. Phases 1-4, totaling 101 lots, were granted final plat approval in July 2020. Phases 5 and 6 were given final plat approval in March 2021.

16.05.09 Subdivision Standards

D. Lots

> *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…*
>
> *In no case shall more than two phases be developed consecutively. The city council may grant exceptions to these rules if deemed appropriate.*

The City Council granted an exception in February to allow phases 3-6 be submitted and constructed at the same time. A total of 9 building permits have been issued in phase 3 and 3 permits issued for phase 4. An additional 8 permits are pending approval. The applicant is now seeking another exception to allow phases 2 and 7 to be constructed. Phase 2 provides the connection of 1200 South to 4500 West, which is a second access point for the subdivision.

Recommendation

Staff recommends approving the exception for Harvest Fields allowing phases 2 and 7 to be constructed at the same time as phases 3-6.

Attachments

A. Amended Request from applicant
B. Phasing Plan

CRM
CAPITAL REEF
MANAGEMENT LLC

April 21, 2021

Mayor and City Council
West Point City

RE: Harvest Fields – Amended Phasing Plan

Mayor and Council members,

We have been working with city staff to amend our phasing plan to obtain final plat approval and construct multiple phases of the Harvest Fields PRUD. City ordinance presently allows for final approval of one phase of no more than 30 lots at a time. City ordinance also allows the City Council to consider exceptions to this requirement on a case-by-case basis.

In May of 2020, the Council granted approval to proceed with final approval and construction of phases 1 – 4 of Harvest Fields. Earlier this year, the Council granted approval for an amended phasing plan to develop phases 3 – 6. With all of the lots in phases 3 and 4 sold and either under construction or in the permit process, we are now shifting our focus to building homes in phases 5 and 6 once the plats are recorded. Therefore, we respectfully request an amendment to our existing phasing plan to develop phases 5, 6, 7 and 2 at the same time. We still would like to proceed with final approval of phases 7 and 8, but phase 8 will not be recorded or developed until later.

The attached phasing plan explains the status and reasoning behind the developing phase 7 and 2 together with phases 5 and 6. This amended phasing plan implies that phases 8 and 1 will be the final phases developed in the overall PRUD. Developing phases 7 and 2 at the same time will bring larger lots and larger homes in phase 2 into the development for diversity of product types. Additionally, developing phase 2 now will also allow for construction of the remainder of the 1200 South right-of-way from phase 3 to 4500 West.

We very much appreciate working with staff and the Council in a manner that will allow this project to move forward more efficiently.

Thank you for your consideration.

Peter Matson, AICP
Project Manager
Capital Reef Management, LLC

520 N. KAYS DRIVE, SUITE 210, KAYSVILLE, UTAH 84037 801-444-3639

HARVEST FIELDS
PHASING PLAN

PHASE 1
30 LOTS

PHASE 2
29 LOTS

PHASE 3
20 LOTS

PHASE 4
22 LOTS

PHASE 5
22 LOTS

PHASE 6
19 LOTS

PHASE 7
28 LOTS

PHASE 8
16 LOTS

1200 SOUTH

PHASES 3 & 4 (42 LOTS) - ALL LOTS IN THESE PHASES ARE SOLD WITH PERMITS PENDING ON VACANT LOTS.

PHASES 5 & 6 (41 LOTS) - IMPROVEMENTS ALMOST COMPLETE, PLATS TO RECORD SOON, AND LOTS WILL BE SOLD BASED ON RESERVATION AND AUCTION.

PHASES 2 & 7 (57 LOTS) - CHANGING FROM PHASE 8 TO PHASE 2 ADDS LARGER LOTS TO OUR INVENTORY. PLUS, COMPLETION OF PHASE 2 ALLOWS THE REMAINDER OF 1200 SOUTH TO BE CONSTRUCTED NOW.

City Council Staff Report

Subject: Park Strips – 2000 West
Author: Boyd Davis
Department: Engineering
Date: May 18, 2021

Background

UDOT is currently working on the design of the 2000 West widening project and are seeking input from the City on the landscaping of the park strips along the project. They plan to do some type of low maintenance treatment unless the City desires otherwise.

Analysis

UDOT has proposed a couple of different ideas, but ultimately would like to do what the City desires. UDOT will pay for the basic landscaping and the City would pay for any betterments (a UDOT term for project enhancements paid for by the city). They have proposed either stamped concrete or sod and they would pay for those, but the City would pay for sprinklers, trees, and streetlights if desired.

One consideration is the long-term maintenance of the park strip. West Point City Code requires that the adjacent landowner maintain the park strip. However, the quality of maintenance varies from one owner to the next. Several of the homes along this corridor will be removed to accommodate the wider road, mostly along the east side, and the properties will be left vacant after the project is complete and may not have adequate maintenance. The City's General Plan shows the future use of these properties to be either commercial or professional office but is not clear when development would occur in this area.

On the previous phase of this project, the park strips were either treated with stamped concrete, sod, or left untreated. No additional trees were installed by the project, but there were some existing trees that were left in place. Attached are pictures of the previous phase.

Recommendation

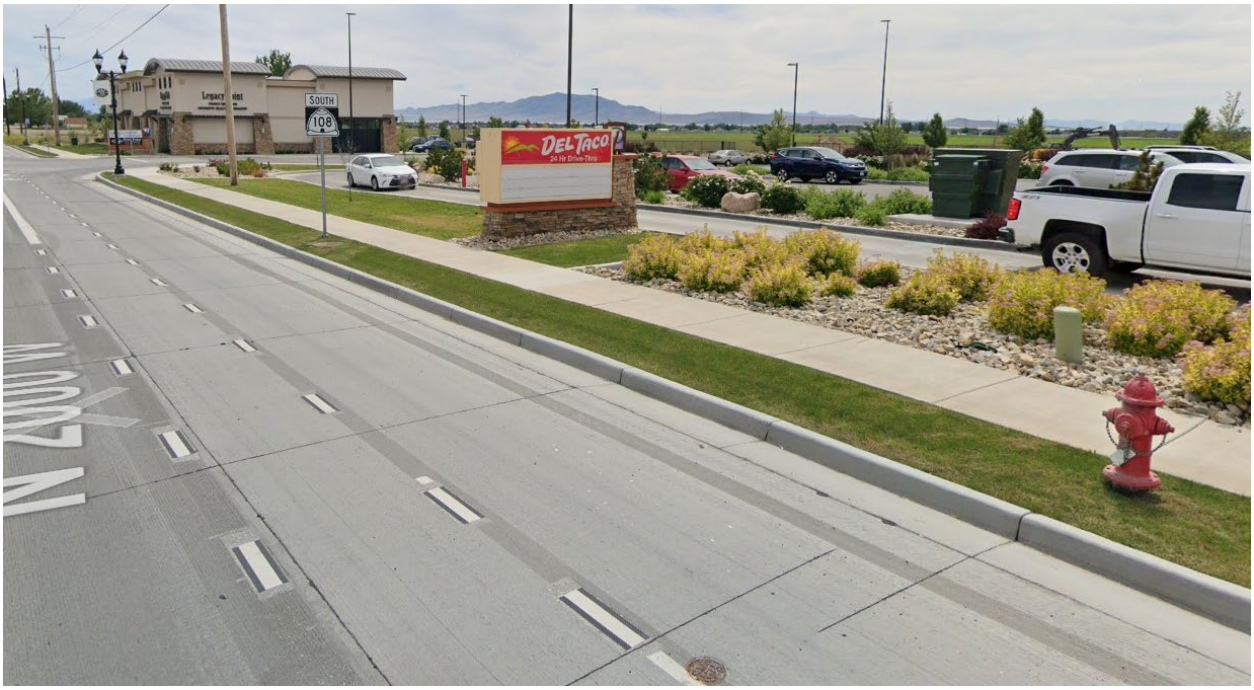
No action required, but the UDOT design team would like some input from the City Council by the end of June.

Significant Impacts

The City would need to pay for any landscaping enhancements such as trees, sprinklers, and streetlights.

Attachments

Photos


SOUTH
108
DEL TACO
2700 W


BEGIN
RIGHT TURN LANE
YIELD TO BIKES

City Council Staff Report

Subject: Polling Location & Vote Centers
Author: Casey Arnold
Department: Executive
Date: May 18, 2021

Background

Earlier this year, West Point City entered into a contract with the Davis County Clerk/Auditor's Office to conduct the 2021 Municipal Election, wherein two City Council seats and the Mayor position are up for election. The services rendered by Davis County include administrative, technical and professional services.

Analysis

Registered voters will automatically be mailed a vote-by-mail ballot about three weeks before the August 10, 2021 Primary Election (if needed) and the November 2, 2021 General Election. For those unable to vote-by-mail, a polling location will be held at City Hall on the actual election date(s). However, Utah State Code §20A-3a-703 allows for municipalities to approve common "vote centers" within their counties. In accordance with that, Davis County has designated the locations below as common Vote Centers, which will allow for voters who are registered to vote in any city within Davis County to vote at any one of these polling locations, whether it be by placing their ballots in the ballot drop-box or actually voting in-person on the election day. The designated locations are as follows:

Bountiful Library	725 South Main Street, Bountiful
Centerville Library	45 South 400 West, Centerville
Clearfield City Hall	55 South State Street, Clearfield
Clinton Recreation Center	1651 West 2300 North, Clinton
Farmington Community Center	120 South Main Street, Farmington
Fruit Heights City Hall *(General Election Only)*	910 South Mountain Road, Fruit Heights
Kaysville Library	215 North Fairfield Road, Kaysville
Davis Conference Center	1651 North 700 West, Layton
North Salt Lake City Hall	10 East Center Street, North Salt Lake
South Weber Family Activity Center	1181 Lester Drive, South Weber
Sunset City Hall	200 West 1300 North, Sunset
Syracuse Library	1875 South 2000 West, Syracuse
West Bountiful City Hall	550 North 800 West, West Bountiful
West Point City Hall	3200 West 300 North, West Point
Woods Cross City Hall	1555 South 800 West, Woods Cross

Recommendation

Staff recommends approval of Resolution No. 05-18-2021B, Approval of the 2021 Municipal Election Polling Locations and Vote Centers for West Point City

Significant Impacts

The approved Vote Centers will be available for all West Point City registered voters to submit or cast their ballots.

Attachments

Resolution No. 05-18-2021B

RESOLUTION NO. 05-18-2021B

APPROVAL OF POLLING LOCATION AND VOTE CENTERS FOR THE 2021 MUNICIPAL ELECTIONS FOR WEST POINT CITY

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 Council finds that UCA §20A-5-403 requires approval by the governing body of the designated polling location for municipal elections; and

WHEREAS, UCA §20a-3a-703 authorizes the City Council to approve election day voting centers as additional polling places; and

WHEREAS the City Council now desires to be in conformance with the requirements of law and finds that the public convenience and necessity requires the actions herein contemplated.

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

SECTION 1 – POLLING LOCATION

That West Point City Hall, located at 3200 W 300 N, West Point, UT is designated as a polling location for the 2021 Municipal Elections for West Point City and is established as a common polling location for all voting precincts within West Point City.

SECTION 2 – VOTE CENTERS

That the following locations in Davis County are designated as Election Day Vote Centers and additional polling locations for West Point City registered voters, so long as the cities in which these buildings are located are required to hold a municipal election:

Bountiful Library	725 South Main Street, Bountiful
Centerville Library	45 South 400 West, Centerville
Clearfield City Hall	55 South State Street, Clearfield
Clinton Recreation Center	1651 West 2300 North, Clinton
Farmington Community Center	120 South Main Street, Farmington
Fruit Heights City Hall *(General Election Only)*	910 South Mountain Road, Fruit Heights
Kaysville Library	215 North Fairfield Road, Kaysville
Davis Conference Center	1651 North 700 West, Layton
North Salt Lake City Hall	10 East Center Street, North Salt Lake

South Weber Family Activity Center	1181 Lester Drive, South Weber
Sunset City Hall	200 West 1300 North, Sunset
Syracuse Library	1875 South 2000 West, Syracuse
West Bountiful City Hall	550 North 800 West, West Bountiful
West Point City Hall	3200 West 300 North, West Point
Woods Cross City Hall	1555 South 800 West, Woods Cross

PASSED AND ADOPTED by the West Point City Council this 18th day of May, 2021.

Erik Craythorne, Mayor

ATTEST:

Casey Arnold, City Recorder

3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES

ELECTRONIC MEETING
NO PHYSICAL MEETING LOCATION
March 16th, 2021

Administrative Session

6:00 PM

Minutes for the West Point City Council Administrative Session held via electronic Zoom Meeting on March 16, 2021 at 6:00 pm with Mayor Erik Craythorne presiding. This meeting was held in accordance with the signed March 11th, 2021 Written Determination of the Mayor and Planning Commission Chair of West Point City Concerning Electronic Meeting Anchor Location. Meeting was accessible to attendees by entering Meeting ID #897 1295 2241 at https://zoom.us/join or by telephone at (669) 900-6833.

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

EXCUSED: Council Member Kent Henderson

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager**;** Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; 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. **Presentation by Elizabeth Najim Regarding History Collaboration with the Syracuse Regional Museum**
   Mayor Craythorne welcome Ms. Najim, Museum Curator, and Dean Hill, Museum President, to the meeting and turned the time over to them to address the Council.

   Ms. Najim stated that the Syracuse Regional Museum is currently open and showed a virtual tour of the Museum (video can be viewed at https://youtu.be/GCKZlI50s54). Ms. Najim explained that the Syracuse Regional Museum and Cultural Center is dedicated to "inspiring self-reflection and dialogue in its community and visitors through exhibitions, programs, and collections in the arts, historics, and humanities." Some of the areas showcased include pioneer history, Mormon history, farm equipment, family history, local/municipal history, Antelope Island history, military history, 1880's fashion, etc. There have been some notable changes to the museum over the last six months, with new exhibits – one of which highlights the history of the "Syracuse Bathing Resort" that was established in 1893 on the Great Salt Lake as a place for families to enjoy recreational water activities – and the Military and Veterans sections have been upgraded as well.

   The Museum is also proud of its book collection, which includes a first-edition copy of the Book of Mormon published in 1830 (worth roughly $90,000 today), and the medical texts of Patti Sessions, a midwife that delivered over 2,000 babies in the area. The library collection was recently digitized and is now viewable online. Farming exhibits portray early Syracuse homesteading and farm-life from the 1800's to present day. The Museum is also home to Syracuse's first fire truck and Patti Sessions' "doctor buggy" that she used to travel to patients' homes. The Blacksmith Exhibit pays homage to the local blacksmithing building that operated in Syracuse for over 100 years and was owned and operated by three different families throughout its time of service. This exhibit is planned to be updated with new tools and artifacts in the near future. The upstairs attic space of the Museum functions as the archive and storage room and new shelving units were installed as part of the recent update, allowing items not currently on display to be properly stored. Outside of the Museum is the actual Wilcox Cabin that was built in 1850 and donated in 2002, which was recently restored to structural soundness. This project was made possible by a grant received from the Utah Department of Transportation.

   Mr. Hill explained that the reason it is called the 'Regional' Museum is because back in the late 1800's, Syracuse, West Point, and Clinton were essentially the same town, with the area all having extremely similar histories; he noted that Patti Sessions' doctor buggy was actually donated by Corey Venstra, who is a West Point resident. Their purpose in addressing the City Council is to propose the creation of an exhibit that showcases West Point's local history; this exhibit would hopefully be part of a larger showcase that represents the histories of the whole northern Davis County area.

In regards to how the City can help contribute to this exhibit, Ms. Najim explained that one of the best ways would be to reach out to citizens and invite them to share any historical artifacts they may have that relate to West Point. Types of artifacts include photographs (accompanied by identification of the pictured individuals), small to medium-sized objects, textiles, etc. The items could be gathered and delivered by the City or taken directly to the Museum, and would be on loan for at least one year. Much care is given to all items in order to ensure they are returned in the same condition as received.

Ms. Najim stated that the Museum does some advertising and tourism collaboration with Antelope Island, and is also a "Harvest Host" member. Harvest Host is an organization that allows people traveling in an RV or camper to find free places to stay, with the only requirement being that they somehow contribute to the host facility. Contributions are usually in the form of donations, purchasing items in the gift shop, etc. Travelers can visit www.harvesthost.com to find these member locations and make their reservations.

Council Member Chatterton stated that this would be a great way to share more of the history of West Point and inquired as to the Museum's current operating hours under the pandemic. Ms. Najim answered that the Museum is currently open Tuesday – Thursday from 2 PM to 5 PM, however they are working towards being able to return to normal daily hours and at full-time status (Tuesday through Saturday) by the beginning of summer. Council Member Petersen agreed that this area's history is very much intertwined between the cities and thanked Ms. Najim and Mr. Hill for providing this opportunity to West Point to participate and share its history.

Council Member Dawson inquired as to how the Museum is funded and whether it is operated by volunteers or employees. Mr. Hill stated that the Museum basically operates as a foundation, with Syracuse City owning the building and property. Ms. Najim works for Syracuse part-time, though is hoping her position is made full-time this July. As for operating costs, the foundation receives sufficient funding from grants and contributions from various entities to meet its needs.

Mayor Craythorne inquired as to what they have found to be the most effective way to solicit donations and advertise for the Museum. Ms. Najim stated that she has recently focused on increasing the Museum's social media presence and has noticed a huge difference in citizen involvement. She shares photos of different artifacts each week, writes posts inviting people to comment with stories and memories, details about how to donate, highlights features of the Museum to encourage visitors, etc. Mayor Craythorne suggested that they follow the Facebook page of Randy Higley from Hooper – he has an amazing collection of historical information and stories of our area that he frequently shares and he has found his page to be truly remarkable.

The Council was in agreeance that they appreciated the opportunity offered for West Point to be involved with the Syracuse Regional Museum in being able to share the rich history of our area. Staff was directed to coordinate with Ms. Najim and Mr. Hill on how to best solicit donations and get the items to the Museum for display.

2. Discussion Regarding West Point City Land Use Code Updates – Mrs. Bryn MacDonald

Mrs. MacDonald stated that, as the Council is aware, Staff has been working with the contracted Land Use Consultants to re-write and update the City's land use codes and ordinances. As part of this project, there are several major policy changes she would like to present to the Council to gather their thoughts and opinions before moving forward with incorporating these changes into the final draft. Those proposed policy changes are as follows:

1. General Plan – *amendment procedures*
2. Appeal Authority – *creation and operation*
3. Conditional Uses & Table of Land Use Regulation – *approval procedures & new language*
4. Signs – *billboard approval*
5. Subdivisions – *approval procedures*

In regards to the first item, General Plan amendment procedures, Mrs. MacDonald stated that the State Statute regarding a city's general plan essentially says that it is an advisory guide and the impact of which shall be determined by the city's ordinances. She explained that this basically means that the State is not dictating how important it is for a city to follow its general plan, but instead leaves that decision up to the individual cities to decide. West Point's current policy is that all rezones must be in accordance with what the General Plan designates. While this is not actually stated in the Code, it is how the Council has operated for many, many years. However, there is no process in place to request an amendment to the General Plan, and without specifically stating that a rezone must meet the General Plan, an applicant can potentially argue that their rezone must be approved because the Code is unclear.

The proposal for the new code and how it compares to the current code is as follows:

Current Procedures	Proposal
• Developer/property owner requests to rezone	• Developer/property owner requests to rezone • Request must meet the General Plan • Application to amend the General Plan:

• Request has to meet the General Plan
• No application process to amend the General Plan
• Two options:
  ○ Apply to rezone the property
  ○ Appear before the City Council and petition them to initiate changes to the General Plan
	○ Description of the amendment
	○ Reason and justification for amendment
	○ Supporting documentation
	○ Can be submitted anytime
	• Appear before the Planning Commission
	○ Planning Commission must hold public hearing
	○ Planning Commission can recommend to approve, approve with modifications, or deny the request
	• City Council can then approve, approve with modifications, or deny request

Mrs. MacDonald stated that the proposed process provides a way for the City to not be so "tied" to what the General Plan *map* dictates, but can also take into consideration the actual General Plan document that outlines the overall goals and vision for the City; there is always the potential for developments and projects to be proposed that require a change to the General Plan but be ones that would be good for the City and help achieve those objectives. When discussed by the Planning Commission, Mrs. MacDonald stated that they were generally supportive of adding a process to amend the General Plan, but wanted to make sure that it required a lot of information from the applicant so that the end result of the project is what the City expected when it was approved.

The Council agreed that the City's Code should specifically state that for a property to be rezoned, it must be in accordance with what is shown on the General Plan, but that there should also be a process in place to amend it. They also agreed with the Planning Commission's opinion that the process require enough information from the developer to be able to hold them accountable to the concept they proposed. However, they also discussed the concern that allowing a process to amend the General Plan may "open the flood gates" of applications received to do so. Mr. Laws suggested some options to control the amount of applications, including imposing an application fee that is high enough to weed out those that aren't serious about their project, or only considering amendment requests at periodic intervals throughout the year rather than as they are received.

Council Member Chatterton inquired as to how the proposed language compares to surrounding cities. Mr. Laws stated that it is very common for cities to have a process detailed in their code on how to amend their general plan. Mrs. MacDonald confirmed that and added that some cities don't even worry about following their general plans when considering a rezone application. Council Member Petersen asked for confirmation that, under this proposed language, the City Council could not approve a rezone contrary to the General Plan without having to have the applicant go through the amendment process. Mrs. MacDonald confirmed this, adding that it does add an extra 'hurdle' to go through if an application came in that all were in favor of. For example, if a developer came to the City proposing a Costco in a property that is designated on the general plan map as an agricultural zone, if all agreed that having a Costco would meet some of the city's overall goals of economic development, a solid commercial tax base, etc., it still couldn't be approved without going through the process of putting together and submitting the required information and documentation, holding a public hearing and appearing before the Planning Commission, and then coming before the City Council. Mr. Laws stated that Staff had considered the option of separating residential and commercial rezone requirements, so that applications to rezone a property to commercial not necessarily be required to follow the General Plan nor have to go through the process to amend it. Council Member Petersen expressed that he was in favor of that suggestion, stating that it makes sense to separate the two (residential and commercial) from each other because of how different their impacts are to a city. Mrs. MacDonald added that making it clear in the General Plan document that the City's goal is to promote economic development, commercial rezone requests that are against the actual map could still be approved because they help to meet an objective that is stated in the General Plan *document*. The Council had no further questions on the proposed language at this time and will continue the discussion in future meetings.

In regards to the proposed creation of an Appeal Authority, the Council has discussed the concept in past meetings, understanding that this would replace the Board of Adjustments that is referenced in the Code but that has not been active for several years. The appeal authority be a person appointed by the Mayor and approved by the Council, and is typically someone who has land use expertise (such as a lawyer, consultant, etc.). Mrs. MacDonald explained that many cities have implemented an appeal authority in their land use codes and they find them to be working really well. The Council had no further questions or discussions at this time.

Mrs. MacDonald explained that the City's current sign ordinances are in need of many changes, but Staff proposes that most of those wait to be addressed at a later time and that the only change as a part of this Code re-write be in regards to billboards. The Code does not currently address billboards, and Staff proposes that language be added to clearly state that billboards are prohibited. She stated that with advances in technology and new types of signs, creating ordinances that address all the different forms of signage is difficult, and it can be particularly tricky to avoid violating free speech issues. However, it can at least be made clear that billboards are not allowed by including it in this Code re-write, and more time can be dedicated to modifying the rest of the sign ordinances later. She clarified that billboards are defined by State Code, and essentially state that a billboard is an advertisement sign for a business that is not on the premise/property of the business.

Council Member Chatterton stated that with the extension of SR-193 and the West Davis Corridor happening in the near future, it may be good to add the language prohibiting billboards to the Code now, rather than waiting until a final draft of the Code re-write

project is ready for approval, because that is likely to take several months. Mrs. MacDonald agreed that this was a good suggestion and would be a simple amendment to make. The rest of the Council agreed.

3. 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
March 16th, 2021

General Session

7:00 PM

Minutes for the General Session of the West Point City Council held via electronic Zoom Meeting on March 16, 2021 at 7:00 pm with Mayor Erik Craythorne presiding. This meeting was held in accordance with the signed March 11th, 2021 Written Determination of the Mayor and Planning Commission Chair of West Point City Concerning Electronic Meeting Anchor Location. Meeting was accessible to attendees by entering Meeting ID #897 1295 2241 at https://zoom.us/join or by telephone at (669) 900-6833.
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MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Annette Judd, Council Member Andy Dawson, and Council Member Jerry Chatterton

EXCUSED: Council Member Kent Henderson

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; 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 Council Member Dawson
3. **Communications and Disclosures from City Council and Mayor**

   Council Member Dawson – The North Davis Sewer District recently approved an ordinance that designates the distance new utility lines must be placed from sewer lines. There has apparently been issues with recent developments wherein lines are being placed on top of or right next to the sewer lines, which could cause issues in situations like a sewer line leak potentially contaminating the water line, or a line being damaged during the process of repairing another. Mayor Craythorne and Mr. Laws expressed their concerns that requiring too much of a distance can make it problematic to fit all of the utility lines within the road easement. Further discussion will be had on this with NDSD for more clarification, as Staff was unaware that they were even considering placing restrictions and even more so that an ordinance had already been approved.

   Council Member Petersen – As some may be aware, the Davis County Sheriff's Office is planning to no longer provide paramedic services, and as such, this may result in the North Davis Fire District adding paramedic response to their services. This will be a big discussion topic over the coming months and he will keep the Council updated on the role the NDFD may potentially play as the discussions progress.

   Council Member Judd – None

   Council Member Chatterton – None

   Mayor Craythorne – Informed the Council that he will be attending The Council of Governments' next meeting the following day, as well as a meeting of the North Davis Fire District later in the week. The Mayor will update the Council on the information received and discussed in those meetings.

4. **Communications from Staff**

Mr. Laws stated that he and Mr. Davis have been attending the 2000 W Widening Project meetings, wherein UDOT has asked the cities for their preference on park strips along the road. UDOT's preference is for the park strips to be cemented and they would like to know if cities would be content with that or if they would prefer for them to be landscaped. As they are in the design process, they would like to know in the near future which option to include. Mayor Craythorne asked the Council to consider the options over the next few weeks before the next meeting, inviting them to travel some of the different State roads in the area for visual examples. Mr. Laws also noted that the City's Code does not specify how park strips are to be finished, and so homeowners could potentially modify them from how they are originally installed by UDOT. This may be an issue for the Council to consider if they desire to be more specific in the make-up of park strips in the City. More discussion will be had on this in future meetings.

Mr. Laws also informed the Council that the drive-thru Easter Egg Hunt Kit pick-up will be held on April 2nd. The regular egg-hunt at the Loy Blake Park was modified to a drive-thru event last year due to COVID-19 restrictions and was very successful; as the pandemic continues and some restrictions are still in place, it was decided to hold the event the same way this year. The budget was increased to provide more kits, as they quickly ran out last year. The Youth Council will participate in the event, as well as a group called Communities that Care that has asked to volunteer. Communities that Care focuses on the keeping the youth in our communities away from drugs and alcohol, promotes healthy family relationships, positivity within the home, etc. Mr. Laws stated that this is a great organization and is excited for the City to have their assistance.

5. Citizen Comment

No comments received.

6. Update from the Davis County Sheriff's Office

Mr. Laws welcomed Lieutenant Jamie Cox, Sergeant Josh Boucher and Captain Taylor West to the meeting and turned the time over to Sergeant Boucher, as the designated liaison between the City and the Davis County Sheriff's Office, to provide an update to the Council.

Sgt. Boucher presented the following data to the Council for the period of December 11, 2020 to March 11, 2021:

- **Staffing Hours & Performance**

DAVIS COUNTY SHERIFF'S OFFICE
WEST POINT CITY – WEEKLY CONTRACT HOURS
11Dec20 – 11Mar21

WEEK	DAYSHIFT	NIGHTSHIFT	WEEKLY TOTAL
12/11/20 – 12/17/20	84.9	110.6	**195.5**
12/18/20 – 12/24/20	77.3	149.9	**227.2**
12/25/20 – 12/31/20	117.3	93.4	**210.7**
01/01/21 – 01/07/21	123.8	93.2	**217**
01/08/21 – 01/14/21	133	105.5	**238.5**
01/15/21 – 01/21/21	119.2	91.56	**210.76**
01/22/21 – 01/28/21	69.1	132.5	**201.6**
01/29/21 – 02/04/21	124.9	126.8	**251.7**
02/05/21 – 02/11/21	117	108.1	**225.1**
02/12/21 – 02/18/21	150.8	111.6	**262.4**
02/19/21 – 02/25/21	90	117.7	**207.7**
02/26/21 – 03/04/21	83.6	119.7	**203.3**
03/05/21 – 03/11/21	117.7	105.9	**223.6**
TOTAL HOURS:	**1408.6**	**1466.46**	**2875.06**
WEEKLY AVERAGE:	**108.35**	**112.80**	**221.16**

WORK PERFORMANCE

Arrests	Offenses	Citations	Violations	Incidents	DUI
8	17	36	56	440	2

- **Significant Events**
  - December 11
    - 1722 hours – Burglary – D20-08619
    - A complainant called to report that her daughter's boyfriend, who has been previously trespassed from the residence, had used force to enter the home, assaulted her daughter, and then took her daughters cell phone. The suspect was located in Roy where he was taken into custody. He was booked into jail for an outstanding no bail warrant and the charges of burglary, assault, and criminal trespass.
  - December 16
    - 0216 hours – Drug Offense/Stolen Property – D20-08731
    - Deputy Wade made a traffic stop on a vehicle for a light violation. After a Canine alerted, the vehicle was searched where controlled substances (Meth-Heroin) and paraphernalia were located. A license plate was also located in the vehicle. The license plate belonged to a vehicle that was stolen out of Layton a few hours prior to the stop. The suspect was also on probation. Layton was notified of the license plate and APP was notified about the suspect's violations.
  - December 24
    - 1122 hours – Structure Fire – D20-08909
    - Structure fire with flames observed. Fire was extinguished without incident. A dog was rescued from the interior. No obvious evidence indicating criminal activity.
  - January 6
    - 0800 hours – Vehicle Burglaries – 600 N between 2150 W and 2700 W
    - Two residents had vehicles that were entered, and personal property was stolen. The vehicles were likely left unlocked. Remember to check your vehicles in the evening to make sure they are locked.
  - January 26
    - 0827 hours – Residential Burglary – D21-00883
    - Complainant accidently left the garage door open overnight. Camera footage at 0315 hrs showed an adult male walk between vehicles into the garage and later leaving with a toolbox in hand. The suspect drops the toolbox and then quickly leaves in a pickup/SUV.
    - The suspect has not been identified, no further leads have been identified.
  - February
    - West Point Jr. High – Sexual Assault – D21-01218
    - The victim, a student of West Point Jr, reported to school staff that they had been sexually assaulted. Davis County Sheriff's Office deputies took and initial report, and possible evidence was recovered on the morning after the incident was reported. The case was forwarded to detectives to continue the investigation. The case has since been turned over to Davis County Juvenile District court for charges of sexual assault.
  - February 9
    - 1631 hours – DUI – D21-01815
    - An attempt to locate was placed over the radio for a possible impaired driver in Clearfield. The vehicle was located in West Point and the driver was arrested for DUI.
  - March 1
    - 0811 hours – Criminal Mischief – East Park – D21-01918
    - Reports of vandalism at West Point Park, multiple weekend in a row
    - West point City public works reported more vandalism with video showing the same suspect at the same time of night as the previous incidents. Deputy Harrop spoke with local schools trying to identify the suspect but was unsuccessful. Extra patrols during the evening hours have been sent to swing and grave crews.

- On March 14, the mother of one of the juveniles called to report her son and two of his friends were responsible for the damage at the parks that occurred over several weeks. Charges have been sent to Juvenile court.

- **Call Types**
  - Top 5 Call Types during this period:
    - Domestic Violence incidents – 12
    - Suicidal Threat/Welfare Incidents – 24
    - Suspicious Person/Circumstance – 42
    - Traffic Accidents/Incidents – 33
    - Medical Incidents – 38
  - These 5 types of incident account for 28.4% of the calls in West Point
  - DV, Suicidal, and Welfare Checks are 6.8% of the calls

The Council thanked Sgt. Boucher for sharing this information and providing them with a general outlook of what is happening in West Point. They also expressed their appreciation for the great work that they do in serving our community.

7. Youth Council Update

A representative from the Youth Council was unable to attend the meeting and will provide an update to the Council in April.

8. Recognition of the West Point City Youth Council Essay Contest Winners – Mayor Erik Craythorne

Mayor Craythorne stated that for many years now, the Youth Council has sponsored the "Why I Love My City" Essay Contest for all West Point residents to participate in. The essays are reviewed in a two-round process, with three or four members of City Staff reading all of the entries and selecting their top 10 to pass on to a Council Member for final selection of 1st, 2nd, and 3rd places. Mayor Craythorne announced the following winners for 2021, selected from a total of 51 entries:

3rd Place: **Christopher Clavel**
9th Grader at West Point Jr. High

2nd Place: **Aimee Torres**
9th Grader at West Point Jr. High

1st Place: **Garth B. Kelly**
Adult West Point Resident

Mayor Craythorne congratulated the winners and thanked them for their participation; he appreciates hearing what it is that residents love about living in West Point. Prizes will be delivered to the winners later in the week.

9. Consideration of Approval of the February 16th, 2021 West Point City Council Meeting Minutes

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

10. Consideration of Approval of the Request to Simultaneously Develop Phases 2 & 3 of the Wildfire Estates Subdivision – Mrs. Bryn MacDonald

Mrs. MacDonald stated that the Council has discussed this item in the previous meeting, and summarized that the developer of this subdivision is requesting to begin Phase 3 while Phase 2 is still under construction. Phase 1 was

approved in spring of 2019 and Phase 2 was given approval in August of 2020. Mrs. MacDonald explained that City Code does not allow multiple phases to be developed at the same time unless the preceding phase has met certain thresholds of completion, but does allow the City Council to grant an exception the requirement. Should the Council approve this request, the final plat for Phase 3 will be on the agenda for consideration of approval at the next meeting.

The Council had no further discussion.

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

11. 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

_____ May 18th, 2021
ERIK R. CRAYTHORNE, MAYOR

_____ May 18th, 2021
CASEY ARNOLD, CITY RECORDER

3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES

ELECTRONIC MEETING
NO PHYSICAL MEETING LOCATION
April 6th, 2021

Administrative Session

6:00 PM

Minutes for the West Point City Council Administrative Session held via electronic Zoom Meeting on April 6, 2021 at 6:00 pm with Mayor Erik Craythorne presiding. This meeting was held in accordance with the signed March 11th, 2021 Written Determination of the Mayor and Planning Commission Chair of West Point City Concerning Electronic Meeting Anchor Location. Meeting was accessible to attendees by entering Meeting ID #817 8695 1051 at https://zoom.us/join or by telephone at (669) 900-6833.

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

EXCUSED: None

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

EXCUSED: None

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

1. **Discussion Regarding a Fence Line Agreement – Mr. Boyd Davis**
   Mr. Davis stated that as future plans for Bingham Park have been reviewed, prompted by Gary Kapp, adjoining property owner, approaching the City about purchasing his property, it has come to Staff's attention that there is a discrepancy in the south property line between the Park and Mr. Kapp's property. Specifically, the existing fence line that separates the two does not match the legal description on the deeds for these properties. However, Mr. Davis stated that it has not really been an issue because the fence has been considered the property line by both the City and the Kapp's. Entering into a boundary agreement will clear up the discrepancy so that there are no overlaps or gaps between the properties as recorded. Gardner Engineering was hired to complete the property survey and describe the fence as the property line. The recorded property line will follow the existing fence line exactly until it hits 4550 W, where it makes an angle to connect to another existing fence. The reason for the angle is that there is an irrigation head-gate in the corner and Mr. Kapp has indicated that this head-gate is not on his property, even though it is inside the existing fence.

   The Council had no issues with modifying the boundary line, as the fence line has been in place for many, many years and has been the assumed separation line between the two properties for many years as well. Approval of the boundary line agreement will be considered by the Council at the next meeting.

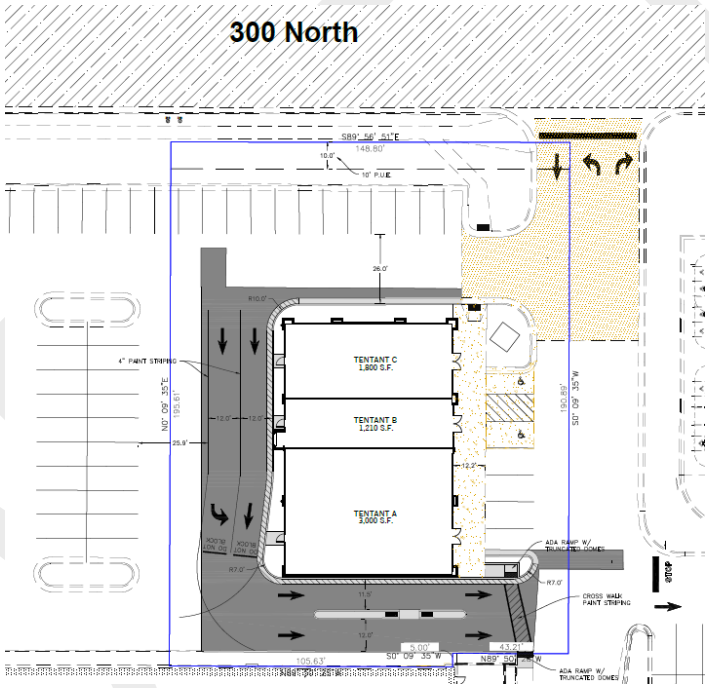
2. **Discussion Regarding a Site Plan Amendment for The Point Development (Appx. 300 N 2000 W) – Mrs. Bryn MacDonald**
   Mrs. MacDonald stated that this item and the next are in regards to the same Pad A of The Point Development. The developers are first requesting to amend the site plan of the entire development to modify the location of Pad A – the original plan shows Pad A being directly attached to the Smith's Marketplace building and they would like to instead put a drive-thru between the two. The Planning Commission did recommend approval of the amendment, however, included in that approval that the portion of the existing building that was intended to be attached be repaired to match the coloring and design of the rest of the building.

   Council Member Chatterton commented that he does not believe the section of the existing building needs to be "repaired", but rather that it be updated to match the surrounding brick; he felt that asking the developers to "repair" the brick indicates that they need to tear it out and replace it. Mr. Davis and Mrs. MacDonald both confirmed their understanding that the developer doesn't plan to actually tear out the bricks that will now be exposed, but rather intends to do some sort of finish coat on the bricks; although

not the same type of brick, they should be able to match the color enough and conceal them with landscaping, etc., that the difference won't be noticeable. Further, the difference will be most visible to those actually in the drive-thru, and should not be obvious from a viewpoint of the entire building. Logan Johnson, with Wright Development, was in attendance at the meeting and confirmed that even aside from the City's concerns, they have a desire to do their best to make the section look as good as possible for their development.

Council Member Petersen inquired as to whether there needs to be a railing along the exit portion of the drive-thru that is not bordered by the Smith's building in order to block drivers from accidentally turning onto the sidewalk and pedestrians from not using the crosswalk to cross. Mr. Johnson stated that pedestrian traffic on the northeast corner of Smith's is on the east edge of the existing sidewalk and there is a brick wall already there that should prohibit access from the seating area. However, he stated that they would be willing to add a railing or something similar if the Council feels that there needs to be more of a barrier, but personally feels that the natural flow of pedestrian traffic will be to follow the sidewalk and cross the drive-thru exit at the designated crosswalk. Council Member Petersen expressed his opinion that there does need to be some sort of railing or barrier to better direct drivers and pedestrians. Mr. Johnson stated that they would have no problem if that additional requirement was included as part of the Council's approval.

Mr. Johnson clarified for Council Member Chatterton that both drive-thru lanes on the south of the building will be dedicated to the southern unit, Tenant A, which is planned to be occupied by a bank, and will not serve the middle or north units. Mrs. MacDonald added that the drive-thru lane on the west side of the building will serve Tenant B, which is the middle unit:



In their approval of Pad A, the Planning Commission recommended that the elevations of the building be required to match the existing Smith's building. The Council agreed with that recommendation, feeling that the buildings are close enough together that it should look like a continuous development and not that the new building was a separate "afterthought."

Council Member Henderson inquired as to how traffic flow had been considered and Mr. Johnson stated that they worked with a traffic engineer on the design, and even though the drive-thru exit does not perfectly align with the opening to the parking row opposite from it, the speeds in a parking lot are much lower than on regular roads and so the offset should not create any issues. Council Member Henderson stated that he is not as concerned about the amount of traffic that will be exiting the drive-thru as he is about how traffic coming in and out of this main entrance to Smith's and to the Fuel Center will be affected. Mr. Johnson stated that he would have the traffic engineer provide a letter or memo to elaborate on his approval of the design. Council Member Petersen suggested that the existing landscape island directly opposite the drive-thru exit could be removed so that there would not be as much of an offset. Mr. Johnson stated that he could look into that idea, but is not sure that it would alleviate the concerns that are being raised. Mr. Davis agreed, stating that he does not feel that the island creates much of an issue and is more concerned about drivers' visibility of pedestrians crossing to/from the parking lot. However, although it is not the most favorable design, he does agree that with the low traffic speeds and low traffic coming out from the bank drive-thru the current design should work fine.

Mr. Johnson also noted that there is not yet a tenant planning to occupy the middle unit, however, they would like to have the pad approved with a drive-thru for that unit in case it is needed by whatever business occupies the space. Council Member Judd stated that if the space is occupied by a popular restaurant or business that has a high use of the drive-thru, traffic should be encouraged to flow west rather than east when exiting. Mr. Johnson agreed and stated that the design for this drive-thru would lead traffic to the west.

The Council had no further discussion and will consider approval of the Site Plan Amendment and approval of Pad A at the next meeting.

3. Discussion Regarding the Site Plan for Pad A of The Point Development – Mrs. Bryn MacDonald

This discussion was held in conjunction with the previous item.

4. Discussion Regarding Christmas Lights – Mr. Kyle Laws

Mr. Laws stated that at the City Council Visioning Session in January, Council Member Chatterton had expressed his desire more to be done to acknowledge and celebrate the holiday season throughout the month of December, such as having more street decorations and lights throughout the City. The Roy City lights were brought up as an amazing example, although it was agreed by the Council that the City does not need to go to that extreme. It was agreed to have a future discussion on this suggestion and Staff would like direction from the Council at this time as the budget for FY2022 is being prepared.

Mr. Laws stated that although Staff does not have a recommendation to give the Council, he and Mr. Rochell did discuss a suggestion of possibly putting more decorations in the City's round-a-bouts on 3000 W and possibly the gateway property on 300 N and about 1500 W. Mayor Craythorne stated that he recalled a discussion in the past about banners being hung on City-owned light poles, which could be replaced with holiday banners during that season. Council Member Chatterton was in favor of that idea, and inquired as to whether it was known how many light poles did and did not have power; depending on the number, putting holiday lights on those poles with power would be a good start in adding more decorations in the City. Staff was directed to map out which City-owned poles have power. Mr. Rochell noted that decorations used to be placed on some light poles owned by Rocky Mountain Power, but there were some power line clearance issues and RMP also wanted the City to install meter bases on every one of the poles used. Both Staff and Council agreed to focus on only those light poles owned by the City. The Council was also in favor of possibly putting decorations in the round-a-bouts, however there were some concerns about them being a target for vandalism. Council Member Chatterton also raised the idea of putting lights and decorations in the grass area just west of City Hall. Mr. Laws noted that lights are placed on City Hall and also most of the large trees around surrounding it, as well as the bushes up against the front of the building; he asked whether there was a desire for more lights to be placed around and/or on City Hall. Council Member Chatterton stated that he would like for more of the trees around City Hall to be lighted, and would also like to see some sort of ground-level decorations or displays. He understands that it may take a few years to work up to, but would like to get that process started. Mr. Laws stated that he would talk to the company that installs the lights and get pricing for more tree lights and if they offer any other types of decorations and displays. He will bring that information back to the Council to consider when discussing the budget for this next fiscal year. Council Member Petersen suggested that if the decorations at City Hall are expanded, possibly trying to coordinate with the North Davis Fire District and see if they would also like to participate. Mayor Craythorne and Council Member Dawson expressed their opinions that they would be in favor of trying to do more with the City's light poles and possibly increasing the amount of lights at City Hall, but still keeping things simple and not too extravagant.

Further discussion will be had once information is received regarding the number of light poles that have power and the costs of additional lights and decoration options.

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
April 6th, 2021

General Session
7:00 PM

Minutes for the General Session of the West Point City Council held via electronic Zoom Meeting on April 6, 2021 at 7:00 pm with Mayor Erik Craythorne presiding. This meeting was held in accordance with the signed March 11th, 2021 Written Determination of the Mayor and Planning Commission Chair of West Point City Concerning Electronic Meeting Anchor Location. Meeting was accessible to attendees by entering Meeting ID #817 8695 1051 at https://zoom.us/join or by telephone at (669) 900-6833.
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MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Annette Judd, Council Member Andy Dawson, Council Member Kent Henderson, and Council Member Jerry Chatterton

EXCUSED: None

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public 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 Council Member Petersen
3. **Communications and Disclosures from City Council and Mayor**

Council Member Petersen – No comments

Council Member Henderson – No comments

Council Member Judd – No comments

Council Member Chatterton – No comments

Council Member Dawson – As a Board Member of the North Davis Sewer District, he provided an update on the ordinance he informed the Council at the last meeting was recently approved by the District; the ordinance restricts the proximity other utility lines can be placed next to sewer lines. He, Mr. Laws, and Mr. Davis met with the District to discuss the ordinance as City Staff was unaware that it had been approved and were concerned that the NDSD had made a knee-jerk reaction with this ordinance in an effort to have more involvement in the planning of developments. Council Member Dawson felt that they were able to "clear the air" and help all to understand the issues that were trying to be solved with the ordinance. NDSD now has a rough draft of a revised ordinance that is much "nicer and gentler" while still meeting what was intended. He explained that the NDSD Board did not necessarily consider the language of the ordinance in "such broad terms" and noted that he himself was intending that the restriction of new utility lines being placed no closer than 10 ft. to a sewer line meant 5 ft. on either side, not a total distance of 20 ft. from one side to the other. He hopes that the revised ordinance will still give the NDSD some control in protecting their sewer lines, but is also realistic and acceptable to all parties.

Mayor Craythorne thanked Council Member Dawson for his willingness to work through this issue and hopes that the NDSD can regain their reputation of being willing to work *with* and not *against* the cities served by the district. Council Member Dawson

agreed, adding that some staff personalities and viewpoints are likely contributing to the issues and not always representative of the Board's intentions and desire to have positive, reciprocal relationships with the cities.

Mayor Craythorne – Before the COVID-19 pandemic hit, he had asked the Council if they would like to go on a tour of Wasatch Integrated Waste Management's new Davis Material Recovery and Transfer Facility. As health concerns are decreasing and gathering restrictions are beginning to loosen, the Mayor would like to ask if there was still an interest to do the tour. The Council all desired to tour the facility and the Mayor stated he would coordinate on possible dates to do so.

The Mayor also stated that he plans to hold the April 20th Council meeting virtually, but would like to know the Council's opinions on returning to in-person meetings beginning in May (the meetings will still be streamed virtually and available for citizens to attend electronically). The Council was in favor of returning to meeting in-person at City Hall.

4. Communications from Staff

Mr. Laws stated that the Easter Egg Hunt Kit drive-thru event was held on April 2nd, and although similar to how the event was held last year, did not have nearly as high of a turnout. Many more kits were prepared in order to avoid running out of them so quickly again, but there were quite a few boxes filled with kits leftover. However, members of the Youth Council and Miss West Point Royalty took boxes to distribute in their own neighborhoods and so they were able to be spread throughout the City. Mr. Laws stated that he and his family also took some boxes to Smith's and passed out the remaining kits to people exiting the store. While it didn't have as much participation as was planned for, it was still a great event that was able to reach families all over West Point. Hopefully, the City can return to the regular Easter Egg Hunt event held at the Loy Blake Park next year.

5. Citizen Comment

No comments received.

6. Youth Council Update

A representative from the Youth Council was unable to attend this meeting and no update was provided.

7. Consideration of Approval of the March 2nd, 2021 West Point City Council Meeting Minutes

A final draft of these meeting minutes was not yet completed for the Council to approve; consideration of approval will be on the agenda at the next meeting.

8. Consideration of Approval of Wildfire Estates Subdivision Phase 3 – Mrs. Bryn MacDonald

Mrs. MacDonald stated that Phase 3 has been discussed in previous meetings, and the Council granted the developers an exception to begin Phase 3 while Phase 2 is still under construction. All of the approval letters from the required entities have been received and the Planning Commission has recommended approval.

The Council had no further discussion.

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

9. Motion to Move Into a Closed Session

Council Member Chatterton motioned to move into a Closed Session

Council Member Petersen seconded the motion
The Council unanimously agreed

Closed Session

1. **Motion to Open Closed Session**
   Council Member Petersen 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 April 6, 2021 Closed Session to order

   Roll Call -

Mayor Erik Craythorne	Kyle Laws, City Manager
Council Member Gary Petersen	Boyd Davis, Assistant City Manager
Council Member Kent Henderson	Bryn MacDonald, Community Development Director
Council Member Annette Judd	Paul Rochell, Public Works Director
Council Member Andy Dawson	Ryan Harvey, Administrative Services Director
Council Member Jerry Chatterton	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. **Pending Litigation, Pursuant to UCA §52-4-205(1)(c)**

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

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

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

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

_____ May 18th, 2021
ERIK R. CRAYTHORNE, MAYOR

_____ May 18th, 2021
CASEY ARNOLD, CITY RECORDER

City Council Staff Report

Subject: Parking Ordinance – Commercial Zones
Author: Kyle Laws
Department: Executive
Date: May 18, 2021

Background

The City has recently encountered an issue with Unlawful Parking Code (10.05-050) of the West Point City Code, wherein it was believed that parking certain types of vehicles on commercially zoned property was prohibited. As it turns out, the code is not clear on this issue and Staff proposes an amendment to the code.

Analysis

Section 10.05.050 of the West Point City Code deals with unlawful parking. Subsection I of this code regulates the unlawful parking of commercial vehicles in residential zones. However, there is no mention of unlawful parking of vehicles in commercial zones. As Staff has discussed this issue, it has been determined that the code should be amended to restrict parking in commercial zones that are not accessory to an approved use. This would allow the City to enforce the illegal parking of vehicles on a vacant commercial lot, or even a developed lot if the vehicle does not coincide with the approved use of the property.

Additionally, Staff would like to propose some clarifying amendments to the parking of Vehicles in Residential Zones and to add a section regarding on-street parking of commercial vehicles.

The proposed language would read as follows:

I. Parking of ~~Commercial~~ Vehicles – Residential Zone. No commercial vehicles or construction equipment ~~trucks, motor vehicles or commercial trailers or construction equipment which exceed the rated capacity of one and one-half tons~~ shall be stored or parked within the required front yard on any lot in any residential zone, or on any street.

J. Parking of Vehicles – Commercial Zones. No vehicles, including, but not limited to motor vehicles, commercial vehicles, trucks, or construction equipment, shall be parked on any lot or parcel in any commercial zone unless it is accessory to an approved use for the property.

K. Parking of Commercial Vehicle Restrictions. No person shall park any commercial vehicle, on a residential street or along any collector or arterial street within the jurisdiction of the City, unless the person is actively loading cargo to or unloading cargo from the commercial vehicle.

The West Point City Code currently defines an “accessory use” as “a use subordinate to the principal use of a building or principal use on the same lot, and serving a purpose customarily incidental to the use of the principal building or use.

Staff believes this would help solve the issues that currently exist and allow for a quick remedy to problems as they arise. During the discussion in the Council Meeting, Staff will discuss specific scenarios and how this would apply.

In addition to the language above, Staff proposes adding some definitions to this is section of code as follows:

10.05.015 Definitions.
A. Commercial Vehicle: as defined by Utah Code Section 72-9-102(1), (2), and (3)

(1) (a) "Commercial vehicle" includes:

(i) an interstate commercial vehicle; and

(ii) an intrastate commercial vehicle.

(b) "Commercial vehicle" does not include the following vehicles for purposes of this chapter:

(i) equipment owned and operated by the United States Department of Defense when driven by any active duty military personnel and members of the reserves and national guard on active duty including personnel on full-time national guard duty, personnel on part-time training, and national guard military technicians and civilians who are required to wear military uniforms and are subject to the code of military justice;

(ii) firefighting and emergency vehicles, operated by emergency personnel, not including commercial tow trucks;

(iii) recreational vehicles that are driven solely as family or personal conveyances for noncommercial purposes; or

(iv) vehicles owned by the state or a local government.

(2) "Interstate commercial vehicle" means a self-propelled or towed motor vehicle used on a highway in interstate commerce to transport passengers or property if the vehicle:

(a) has a gross vehicle weight rating or gross combination weight rating of 10,001 or more pounds;

(b) is designed or used to transport more than eight passengers, including the driver, for compensation;

(c) is designed or used to transport more than 15 passengers, including the driver, and is not used to transport passengers for compensation; or

(d) (i) is used to transport materials designated as hazardous in accordance with 49 U.S.C. Sec. 5103; and

(ii) is required to be placarded in accordance with regulations under 49 C.F.R., Subtitle B, Chapter I, Subchapter C.

(3) "Intrastate commercial vehicle" means a motor vehicle, vehicle, trailer, or semitrailer used or maintained for business, compensation, or profit to transport passengers or property on a highway only within the boundaries of this state if the commercial vehicle:

(a) (i) has a manufacturer's gross vehicle weight rating or gross combination weight rating of 26,000 or more pounds and is operated by an individual who is 18 years old or older; or

(ii) has a manufacturer's gross vehicle weight rating or gross combination weight rating of 16,001 or more pounds and is operated by an individual who is under 18 years old;

(b) (i) is designed to transport more than 15 passengers, including the driver; or

(ii) is designed to transport more than 12 passengers, including the driver, and has a manufacturer's gross vehicle weight rating or gross combination weight rating of 13,000 or more pounds; or

(c) is used in the transportation of hazardous materials and is required to be placarded in accordance with 49 C.F.R. Part 172, Subpart F.

B. Motor Vehicle: as defined by Utah Code Section 41-6a-102(40)

[(a)Motor vehicle" means a vehicle that is self-propelled and a vehicle that is propelled by electric power obtained from overhead trolley wires, but not operated upon rails.

(b) "Motor vehicle" does not include:

(i) vehicles moved solely by human power;
(ii) motorized wheelchairs;
(iii) an electric personal assistive mobility device;
(iv) an electric assisted bicycle;
(v) a motor assisted scooter;
(vi) a personal delivery device, as defined in Section 41-6a-1119; or
(vii) a mobile carrier, as defined in Section 41-6a-1120.]

C. Vehicle: as defined by Utah Code Section 41-6a-102(78)

["Vehicle" means a device in, on, or by which a person or property is or may be transported or drawn on a highway, except a mobile carrier, as defined in Section 41-6a-1120, or a device used exclusively on stationary rails or tracks.]

Will these definitions may not be completely necessary it will add more clarity to the code and will help with enforceability.

An earlier violation in the City was dismissed by the County Prosecutors Office because the City Code was not clear enough. Staff has been working with the County Attorney and County Sheriff to come up with a solution to the problem. Bryn MacDonald, West Point City Community Development Director, researched options and drafted the

language to help solve this issue, and now the proposed language is being reviewed by the County Attorney.

Recommendation

Staff recommends approval of Ordinance No. 05-18-2021A, Amending West Point City Code Section 10.05, Modifying Commercial Vehicle Parking Restrictions.

Significant Impacts

There are no significant impacts known.

Attachments

Ordinance No. 05-18-2021A

ORDINANCE NO. 05-18-2021A

AN ORDINANCE AMENDING WEST POINT CITY CODE SECTION 10.05, MODIFYING COMMERCIAL VEHICLE PARKING RESTRICIONS

WHEREAS, the West Point City Council for and on behalf of West Point City, State of Utah (hereinafter referred to as the "City") has determined to amend Section 10.05 of the West Point City Code, and

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

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

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

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

Section One: Adoption of New Provisions

The following section of the West Point City Code is adopted to read as follows: (Strike through text indicates text being removed from the code, and underlined text indicates new additions).

10.05.015 Definitions.
A. Commercial Vehicle: as defined by Utah Code Sections 72-9-102(1), (2), and (3).

B. Motor Vehicle: as defined by Utah Code Section 41-6a-102(40).

C. Vehicle: as defined by Utah Code Section 41-6a-102(78).

10.05.050 Unlawful Parking
I. Parking of ~~Commercial~~ Vehicles – Residential Zone. No commercial vehicles or construction equipment ~~trucks, motor vehicles or commercial trailers or construction equipment which exceed the rated capacity of one and one-half tons~~ shall be stored or parked within the required front yard on any lot in any residential zone, or on any street.

J. Parking of Vehicles – Commercial Zones. No vehicles, including, but not limited to motor vehicles, commercial vehicles, trucks, or construction equipment, shall be parked on any lot

or parcel in any commercial zone unless it is accessory to an approved use for the property.

K. Parking of Commercial Vehicle Restrictions. No person shall park any commercial vehicle, on a residential street or along any collector or arterial street within the jurisdiction of the City, unless the person is actively loading cargo to or unloading cargo from the commercial vehicle.

~~J~~ L. Parking Contiguous to Schools. No person shall stop a motor vehicle on the opposite side of the public road running adjacent to any school within West Point City at any time one-half hour before school starts or one-half hour after school ends for the purpose of dropping off or picking up a passenger or passengers.

~~K~~ M. Parking Not to Obstruct Traffic. No person shall park any vehicle upon a street in such a manner or under such conditions as to leave available less than 10 feet of the width of the roadway for free movement of vehicular traffic.

~~L~~ N. Boats and Trailers. Boats, boat trailers, or travel trailers may not be placed, kept, or maintained within the front yard areas of any residential (R-) zones, except that such boats or trailers may be located anywhere on the lot except in a clear vision zone of a corner lot for a temporary period not to exceed 24 hours for loading and unloading purposes, or for temporary storage not to exceed seven days if such facility is owned by a bona fide guest of the occupants of the premises.

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

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

Section Three: **Severability**

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

Section Four: **Effective Date**

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

DATED this 18th day of May, 2021.

WEST POINT CITY, a Municipal Corporation

By: _____
Erik Craythorne
Mayor

ATTEST:

_____
Casey Arnold
City Recorder