



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL
MEETING MINUTES
WEST POINT CITY HALL
May 18th, 2021

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

Administrative Session

7:00 PM

Minutes for the West Point City Council Administrative Session held at West Point City Hall on May 18, 2021 with Mayor Craythorne presiding. This meeting was also available via electronic Zoom Meeting and was accessible to attendees by entering Meeting ID #816 7910 1905 at <https://zoom.us/join> or by telephone at (669) 900-6833.

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

EXCUSED: Council Member Gary Petersen and 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: Brian Vincent, Lee Wells, Keith Larson, Mariah Robins, and Doyle Olsen. No sign-in required for those attending the meeting electronically.

NOTE: *Due to scheduling conflicts, the agenda items scheduled for the Administrative Session were discussed during the General Session that began at approximately 7:00 PM. The order of items discussed is noted with the minutes of each discussion.*

1. Discussion Regarding the FY2021 Amended Budget and FY2022 Tentative Budget for West Point City and All Related Agencies – Mr. Ryan Harvey

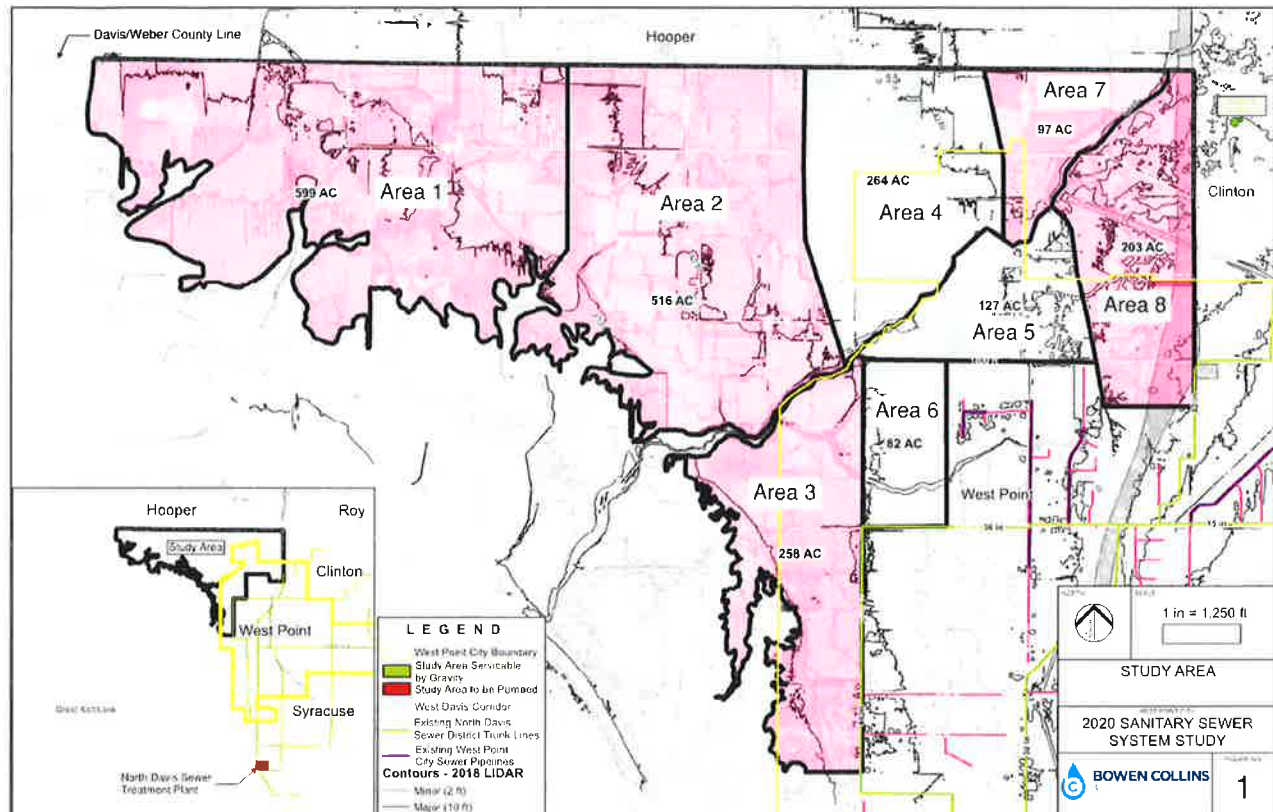
****Discussion held as part of Item 9 of the General Session.***

2. Discussion Regarding the Sewer Feasibility Study for the Annexation Area – Mr. Boyd Davis

****Discussed before Item 9 of the General Session***

Mr. Davis introduced Keith Larson and Tyler Seamons from Bowen Collins & Associates, who are the consultants that have been working on the City's Sewer Feasibility Study for the large annexation area of the northwest part of West Point. Mr. Davis stated that it has been a pleasure to work with them and they have gone into great detail in doing the study, and are prepared to present their findings and recommendations to the Council. Staff had presented the preliminary findings to the Council in January of this year, explaining that there were five sewer system options under consideration for this area, including a traditional system, lift stations, a vacuum sewer system, etc. Those options were quickly narrowed down to two, which are a traditional lift station and what is known as a "step-system" that is similar in some ways to a septic system. These two alternatives have been studied in depth and will be the main focus of the information presented by the consultants.

The study area consists of 2,112 acres:



The key assumptions/goals of the study are as follows:

- **Gross Population Density – 2.2 ERUs per acre (about 1/3 ac lots)**
- Preferred Service Method – Gravity sewer, if possible, will be the preferred sewer service method
- Average Design Flows – 255 gpd/ERU
- Minimum Slopes – State minimum slope standards assumed on most gravity pipelines
- Gravity Sewer Level of Service – Slab on grade or built up with walk out (no full basements)
- Ownership – City to own and operate all major system components

Mr. Laws noted that the population density is an estimate, and any developments that have more density than what would be with 1/3 acre lots could possibly change all of the calculations and recommendations, which is important for the Council to keep in mind as they consider acceptance of the study.

Mr. Seamons explained that the analysis of the two alternatives (Alternative 1 – Traditional System and Alternative 2 – Septic Tank Effluent Pumping (STEP) System) included analyzing capital costs, operation and maintenance cost, life-cycle costs, and other non-cost factor.

CAPITAL COSTS

In regards to capital costs, the infrastructure is divided into two separate levels:

- **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 **paid for directly by the developer or individual homeowner**. 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

Traditional System

4 Regional Lift Stations
 Lift Station Connections: 3,610 ERUs
 Gravity Only Connections: 1,040 ERUs
 Total Capacity: 3.5 MGD
 System Level Force Main: 17,100 LF of 6 to 8-inch
 System Level Gravity Pipe: 21,600 LF of 10 to 30-inch
 Project Level Gravity Pipe: 308,000 LF of 8 to 10-inch

Preliminary Opinion of Probable Construction Cost					
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.					

STEP System

STEP Connections: 3,610 ERUs (septic tanks and effluent pumps)
 Gravity Only Connections: 1,040 ERUs
 System Level Force Main: 21,050 LF of 4 to 10-inch
 System Level Gravity Pipe: 10,800 LF of 10 to 30-inch
 Project Level Gravity Pipe: 69,000 LF of 8 to 10-inch
 Project Level Force Main: 239,000 LF of 2 to 3-inch

BOWEN COLLINS
& ASSOCIATES, INC.

Date: April 2021

Prepared by: TS

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.

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
(Traditional) – (STEP)	\$12,653,000	-\$8,938,000	\$3,715,000

STEP System

- STEP System (manhours) – Operate and maintain Septic Tanks and Effluent pumps. Includes - service calls, minor pump/tank repair, tank inspections, filter cleaning, and valve and float repair/replacement
- Pump Septic Tanks (costs) – Contracted work assumed to be required on average once every 10-years.
- Effluent Pump Liquid End Replacement (cost) – Pump rebuild assumed every 15-years
- Effluent Pump Motor Replacement (cost) – Motor replacement assumed every 20-years.
- Other Service Call Materials (cost) – Includes mechanical floats, electrical contractors and valving (check valve, air valves and isolation valves)
- Gravity sewer pipeline (manhours and other costs) – Same assumptions as Traditional System
- Electrical Usage (cost) - Based on assumed average daily flows and effluent pump power consumption

- Operating & Maintenance Cost Summary
 - Traditional O&M \$320K
 - STEP O&M \$870k
 - Traditional is approximately **1/3** of the STEP system
 - Traditional Full Time Manhours = 1
 - STEP Full Time Manhours = 4.5

Traditional System Operations and Maintenance Cost Summary

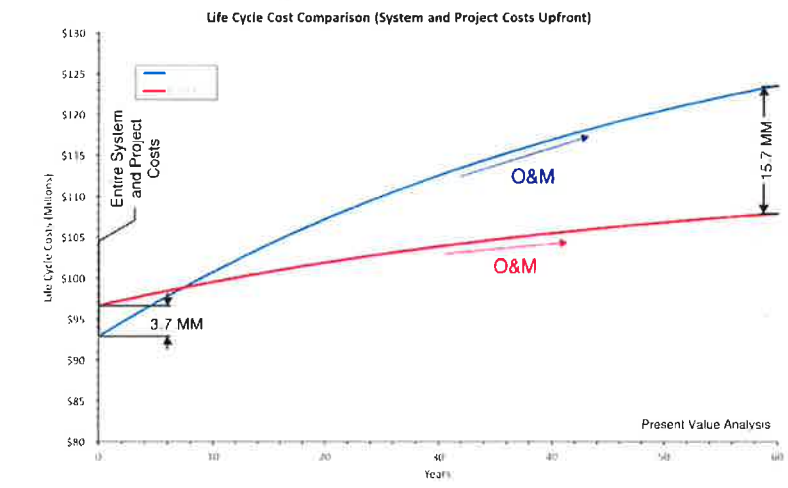
Item #	Maintenance Category	Quantity/year		Unit Cost	Annual Cost
1	Gravity Sewer Manhours ¹	464	hr	\$ 50.00	\$ 23,220
2	Clean and Inspect Gravity Sewer Pipelines (sub-consultant) ¹	4,647	ERU	\$ 6.25	\$ 29,026
3	Lift Station Manhours ¹	1,803	hr	\$ 50.00	\$ 90,150
4	Clean Sump, Pump, and Generator Maintenance 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

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

UP-FRONT LIFE CYCLE ANALYSIS

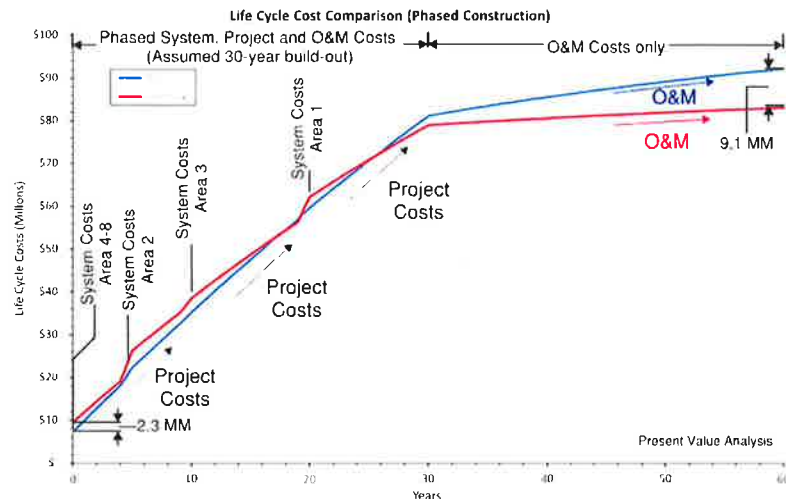
- Upfront Capital
- System and Project Cost occur at year-0
- 60-year Life Cycle
- Break-even occurs at year 8



PHASED LIFE CYCLE ANALYSIS

- Phased Capital
- System & project Costs occur over an assumed 30-year buildout

- Phased O&M Costs
- 60-year Life Cycle



NON-COST FACTORS COMPARISON (1=WORST, 5= BEST)

- **Backup Power** – How does the system perform during an extended power outage?
 - o Traditional (3) – 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.
 - o STEP (1) – **No backup power**. Does have approximately 1-day of storage in septic tank. Possible mitigations: water use reduction, vac truck operation, or optional portable generator solution.
- **Restrictions** – Are there any restrictions associated with the use of either sewer system? (15 weight)
 - o Traditional (4) – **General public is familiar** as to what can and should not be flushed down the toilet. There would be no changes to this general standard.
 - o STEP (1) – In addition to the typical restrictions associated with the Traditional system there are two other main items that are **not recommended** with this system: 1) **No soft water backwash** into septic tank and 2) **No garbage disposal**. These items will increase O&M requirements on the system if used.
- **Phasing** – How easily can this system accommodate development?
 - o Traditional (1) – Requires regional lift stations 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.
 - o STEP (5) - Minimal system costs (smaller force mains) allow this alternative to expand rapidly to service areas potentially much sooner than a Traditional system.
- **City Familiarity** – How familiar is the City and maintenance staff with this technology?
 - o Traditional (5) – The City currently owns and operates a Traditional system with a lift station. This would be an expansion of their current system. **Staff is very familiar with this system**.
 - o STEP (1) – This system is a **new technology to the City and maintenance staff**. There are no large-scale STEP systems within the state of Utah. This system would require significantly more O&M effort from the City requiring training and education at the implementation of this system.
- **Constructability** – How easily is this system to construct?
 - o Traditional (2) – Requires regional lift stations, manholes, and gravity pipelines that can become **deep and difficult** to install in high ground water situations. Also, gravity collection and trunk lines must maintain slopes making it difficult sometimes to avoid other utility crossings or obstructions.
 - o STEP (5) - 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 obstructions.

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	

➡ Traditional is the preferred Alternative in the Non-Cost Factors

CONCLUSIONS

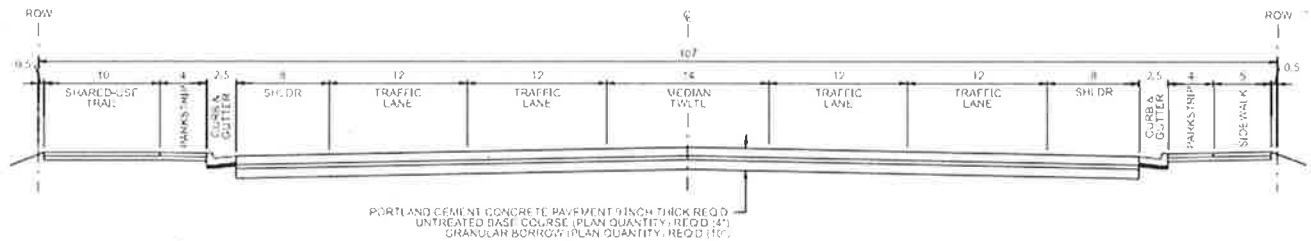
Conclusions			
	Traditional	STEP	
➡ Capital Costs		☒	- STEP system is \$3.7MM less - STEP has low system level costs
➡ Operation and Maintenance Costs	☒		- Traditional requires 1/3 the O&M - Traditional = 1 full time employee - STEP = 4.5 full time employees
➡ Life Cycle Costs	☒		- Traditional has lowest life cycle costs - Low O&M help offset higher capital
➡ Non-Cost Factors	☒		- Traditional is the preferred in the Non-Cost Factor analysis - Main advantages are back-up power and less restrictions

Mayor Craythorne thanked Mr. Larson and Mr. Seamons for the work that they have put into the study and the Council discussed the information presented. In regards to funding, Mr. Laws stated that, as explained, there is about a \$10million cost to get the infrastructure in place and accessible to properties in order to avoid septic tanks; one of the possible funding mechanisms for this is the money that is coming to the City, County, and State as part of the American Rescue Plan. That money can be used for infrastructure costs for sewer, water, broadband, etc., and the hope is that the City can combine funding with Davis County, and even the State, to create enough upfront capital costs funds to avoid having to bond for the infrastructure. Mayor Craythorne stated that this money would eventually come back to the City over time, unrestricted, through impact fees, special service district fees, etc. If there enough funds for the upfront costs of a trunk line as far north in the area as possible, some of the other infrastructure can be built when needed. The Mayor added that there is also another possible funding mechanism through the State that may be an option to make up the difference, and that is a low-interest loan through the State Infrastructure Bank that is administrated by UDOT. This type of project would likely qualify for this program and help to avoid having to bond for the costs. The Mayor inquired as to whether the Council was comfortable with submitting an application for this loan at this time; this wouldn't commit the City to taking out a loan or moving forward with one of the alternatives presented, but would at least get the process started.

In regards to the next steps, the Council will need to formally accept an alternative through a resolution. Staff was instructed to place the item on the agenda for more discussion and consideration of approval at the next meeting on June 1st.

3. Discussion Regarding a Request to Simultaneously Develop phases 2 & 3 of the Harvest Fields Subdivision – Mrs. Bryn MacDonald
*Discussion held prior to taking action in Item 12 of the General Session
4. Discussion Regarding Park Strip Improvements on the Sr-108 Road Project – Mr. Boyd Davis
*Discussed after Item 12 of the General Session

Mr. Davis stated that although the construction of the 2000 W Widening Project has been delayed by one year, beginning in 2023 instead of 2022, UDOT is continuing to work on the design of the project and is seeking input from the City on the landscaping of the new park strips that will be installed. Mr. Davis presented the layout of the new road as proposed by UDOT (from an overhead view, east to west):



TYPICAL SECTION OPTION 1

SR-108 (2000 WEST)

XX+XX TO XX+XX
DESIGN SPEED 55 MPH
CLEAR ZONE 20 FT

As shown, UDOT is proposing park strips on both the east and west sides of the road. The existing roadway consists of a sidewalk on the east side and no park strip, and no sidewalk or park strip on the west side. In the previous phase of the project, stamped concrete in a red/tan color was used in front of most of the houses, with a landscaped park strip along the Smith's development area. In front of the vacant properties that were left after this phase was complete, nothing was installed in the park strips and they have now become overgrown with weeds.

Mr. Davis explained that Staff does not have a recommendation on the design of the park strips and would like to gather input from the Council, noting that Staff does have a meeting with UDOT on June 22nd to discuss the park strips in more detail. UDOT will only pay for minimal landscaping (grass, but not the sprinkler system) or stamped concrete, and depending on the Council's discussion, a budget may also need to be determined to pay for any additional costs like sprinklers, street lights, trees, etc.

Council Member Dawson stated that although he likes the look of stamped concrete, as a pedestrian, a concrete park strip can feel like a continuation of the road rather than the feeling of there being an actual buffer when a park strip is landscaped. Even so, he would still be in favor of stamped concrete park strips, especially considering the current drought situation. Mr. Laws added that in even non-drought years, concrete park strips have been advocated by water agencies as a great option in contributing to water conservation efforts. Additionally, once the park strips are installed, City Code requires that the homeowner maintain the park strips along their property, which leaves the possibility that even if they were to be landscaped, a homeowner could replace the section in front of their house with concrete/gravel/etc. Mr. Davis also noted that 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.

Council Member Chatterton stated that he is also in favor of stamped concrete in the park strips.

The Council will continue the discussion in future meetings.

5. Discussion Regarding the Polling Location and Vote Centers for the 2021 Municipal Election – Ms. Casey Arnold

** Discussion held prior to taking action in Item 10 of the General Session*

6. Update Regarding the 4th of July Party at the Point Celebration – Mr. Kyle Laws

** Update provided in the General Session as part of Item 5 – Communications from Staff*

7. Other Items

No other items were discussed.

The Administrative Session adjourned.



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General Session

7:00 PM

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

EXCUSED: Council Member Gary Petersen

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: Brian Vincent, Lee Wells, Keith Larson, Mariah Robins, and Doyle Olsen. No sign-in required for those attending the meeting electronically.

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

Council Member Chatterton – no comment

Council Member Dawson – no comment

Council Member Judd – no comment

Mayor Craythorne – no comment

5. **Communications from Staff**

Mr. Laws stated that the annual Take Pride in West Point Day has been scheduled for Saturday, June 5th. This year's project will be planting trees along the trail between 2000 W and 3000 W; the irrigation system is now in place and these trees will replace those that have died since being originally planted. The project will start at 8 AM and volunteers are encouraged to bring wheelbarrows, shovels, and gloves.

The City has also been working on a new website with CivicPlus, and the new website will launch this coming Friday.

In regards to the Party at The Point Celebration scheduled for July 3rd, the Committee intends to put on as many events as possible to make the Celebration as close to the pre-pandemic "normal" as possible; the main difference is that there will be no community dinner or breakfast offered. There are also some new stage games this year that provide for more social distancing, and the bingo set-up will also be more spread out.

6. **Citizen Comment**

Doyle Olsen – 2920 W 300 N: Mr. Olsen stated that the reason for his comment is that for many, many years now, he has managed the watering and maintenance in the mow strip between 3000 W and east up to the church on 300 N. This has required that he get down onto his knees, and he is getting to the age now where “once he is there, he can’t get back up anymore.” He would like for the City to assume responsibility for managing and care of the strip of ground from his house to the two properties to the east to the church house.

Mariah Robins – 78 N 2950 W: Mrs. Robins stated that she has been eagerly awaiting for the parking of dump trucks and other large vehicles in the property north of she and her husband’s business (West Point Dental) to be addressed by the City. She stated that the trucks are constantly there, idling, and being worked on as if it were a mechanics shop, and she hopes that the property is not “grandfathered” in and not affected by the new parking restrictions [being considered by the Council in tonight’s meeting]. She thanked the Council for finally addressing the issue.

7. Consideration of Approval of the Minutes from the March 16th, 2021 West Point City Council Meeting

Council Member Dawson motioned to approve the minutes
Council Member Henderson seconded the motion
The Council unanimously agreed.

8. Consideration of Approval of the Minutes from the April 6th, 2021 West Point City Council Meeting

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

9. Consideration of Approval of Resolution No. 05-18-2021A, Approving the FY2021 Amended Budget

****Discussed after Item 2 and in conjunction with Item 1 of the Administrative Session***

Mr. Harvey stated that the Capital Projects Matrix is included with the Staff Report for this item, and is an outline of a 5-year plan for recommended construction and improvement projects in the City. In addition to showing what is budgeted for current projects, the document also highlights future needs/projects that may or may not have yet been funded. In regards to the FY2021, the following are those projects with funding changes:

- **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 FY2021 Capital Projects Budget Amendments - \$234,735**

In regards to FY2022, the Capital Projects Matrix includes a column for “FY2021 Carryforward”, which represents the amounts that were budgeted but not expended during FY2021; unless the project has been canceled and the funds reallocated, then the amount will be included in the next fiscal year’s budget, allowing for the project to be completed even though the fiscal year has ended.

The following projects are proposed to be funded in FY2022:

- *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**

Mayor Craythorne thanked Mr. Harvey for the information shared and opened the public hearing regarding the FY2021 Amended Budget.

a. Public Hearing

No comments.

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

The Council had no further discussion and thanked Mr. Harvey and the rest of Staff for their work on the City’s budget.

b. Action

Council Member Dawson motioned to approve Resolution No. 05-18-2021A
 Council Member Chatterton seconded the motion

The Council unanimously agreed.

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

Ms. Arnold stated that the City has contracted with Davis County for election services for the 2021 Municipal Election. As all cities in Davis County also contracted with them for election services, Utah Code allows for the Council to approve additional vote centers within the County that West Point residents can vote at, either in-person on the day of the election or by returning their by-mail ballot in the drop-box available at each location.

The Council had no further discussion on approval of these additional vote centers.

Council Member Judd motioned to approve Resolution No. 05-18-2021B

Council Member Henderson seconded the motion

The Council unanimously agreed.

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

Mr. Laws stated that this proposed amendment to the Code regarding parking restrictions for commercial vehicles has been discussed by the City Council in previous meetings. The issue arose due to a situation wherein the City issued a citation for commercial vehicles being illegally parked on a piece of property. However, when the property owners contested the citation, the Davis County Attorney (declined to prosecute the issue because he felt that the language in the City's Code was not strong nor clear enough to enforce what Staff was citing as non-compliant parking.

Staff has worked with the County Attorney Troy Rawlings, County Commissioner Elliot, and the Davis County Sheriff to create new language that is not solely focused on this one particular issue, but that would restrict parking in all commercially-zoned properties, unless the vehicles are an 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, Mr. Laws stated that 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.

Mr. Laws explained that 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."

Council Member Dawson suggested that language be added to the proposed item "J. Parking of Vehicles – Commercial Zones" in Section 10.05.015 to include commercial trailers as well, so that they cannot be stored on commercially zoned properties. Staff and Council agreed with this suggestion, modifying it slightly to not limit it to commercial trailers, but to all types of trailers. In regards to item "I. Parking of Vehicles – Residential Zones" in the same section, Mr. Laws suggested that actual "commercial trailers" be added to this section so that it still allows for residents to park personal trailers on their residential

property, but prohibits the parking of any used for business/commercial purposes. The Council also agreed with this amendment.

In addition to the language above, Staff proposes adding some definitions to this is section of Code that are defined by Utah Code; by stating that the definition is as defined in the State's Code, the City's Code will not have to be amended if there are amendments to Utah Code. Those definitions are as follows, however the Code will not include the actual definitions (italicized), but have been provided to the Council for reference:

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.]

Mr. Laws stated that County Attorney Rawlings thought the proposed language and amendments were concise and would be easy to enforce. Mr. Laws also noted that because there is not a current business approved and established on the particular property referenced earlier, the property would not be "grandfathered" in and the new code would apply.

Mayor Craythorne opened the item for public hearing.

a. Public Hearing

No comments.

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

b. Action

The Council had no further discussion.

Council Member Dawson motioned to approve Ordinance No. 05-18-2021A, with the addition of verbiage in Section 10.05.015 to include "commercial trailers" in Item I and "trailers" in Item J (as noted above).

Council Member Chatterton seconded the motion

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

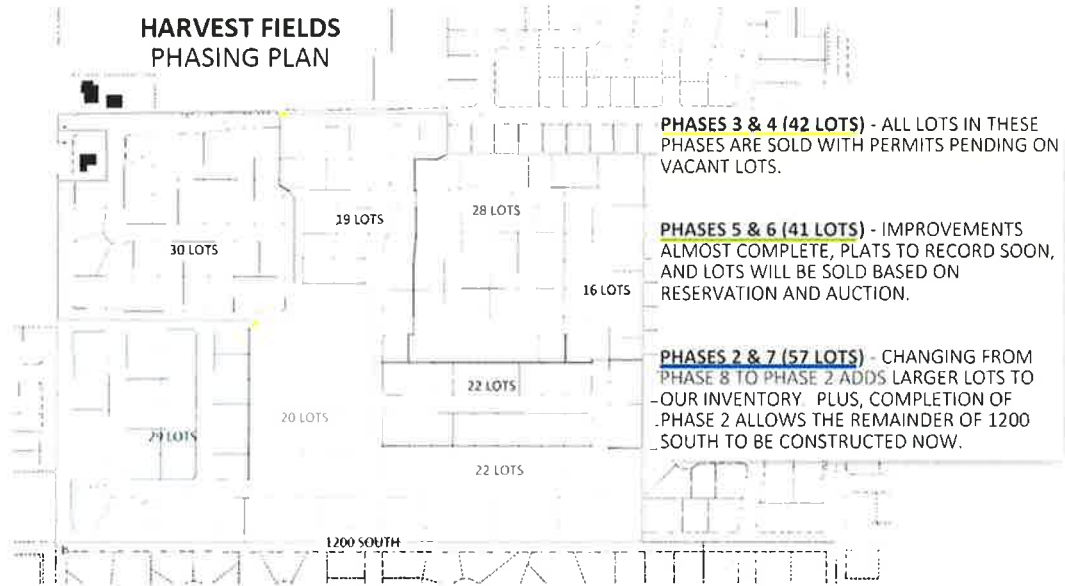
The Council unanimously agreed.

12. Consideration of Approval of the Request to Simultaneously Develop Phases 2 & 7 of the Harvest Fields Subdivision – Mrs. Bryn MacDonald

Mrs. MacDonald stated that the Council has already approved several phases in this subdivision, some of which are already under construction. The developers are now requesting that the Council allow them to simultaneously develop Phases 2 and 7. Mrs. MacDonald explained that Phase 2 provides the connection of 1200 South to 4500 West, which is a second access point for the subdivision.

In its previous discussion regarding this request, the Council had inquired as to the status of the other phases that have already been approved, and how Phases 2 & 7 relate to the development. Mrs. MacDonald presented the following graphic to provide that information:

HARVEST FIELDS PHASING PLAN



Mrs. MacDonald noted that final plat for Phase 2 has actually already received final approval and that Staff recommends approval of the request to develop Phase 2 simultaneously with Phase 7.

The Council had no further discussion.

Council Member Henderson motioned to approve the request

Council Member Judd seconded the motion

The Council unanimously agreed.

13. Motion to Adjourn the General Session

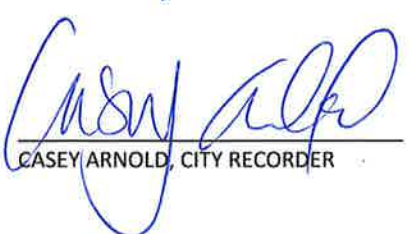
Council Member Chatterton motioned to adjourn

Council Member Dawson seconded the motion

The Council unanimously agreed


ERIK R. GRAYTHORNE, MAYOR

July 6th, 2021


CASEY ARNOLD, CITY RECORDER

July 6th, 2021

