



West Point City
Council Notice and Agenda
West Point City Municipal Center
3200 West 300 North
West Point City, UT 84015
June 3, 2014

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeff Turner

City Manager
Kyle Laws

ADMINISTRATIVE SESSION

6:00 pm – Board Room

1. Driver Qualification Policy – Mr. Evan Nelson [page 5](#)
2. Discussion of the General Plan and the Heslop Property Amendment – Mr. Boyd Davis [page 9](#)
3. Continuation of Budget Discussion for the FY2014 Amended Budget and the FY2015 Tentative Budget – Mr. Evan Nelson [page 15](#)

GENERAL SESSION

7:00 pm – Main Council Chamber

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. Adoption of Minutes from the May 20, 2014 Council Meetings – Mrs. Misty Rogers [page 33](#)
7. Citizen Comment. (If you wish to make comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of 2 ½ minutes. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives).
8. Youth Council Update
9. Resolution No. 06-03-2014A, Consideration of Adoption of FY2015 Tentative Budget for West Point City and All Related Agencies – Mr. Evan Nelson [page 31](#)
 - a. Public Hearing
 - b. Action
10. Motion to Adjourn

Posted and dated this 30th day of May, 2014

MISTY ROGERS, 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 eight hours prior to the meeting and we will seek to provide assistance.

TENTATIVE UPCOMING ITEMS

Date: 6/17/2014

Administrative Session

1. Discussion of Interlocal Agreement with Clinton City for the 3000 W Road Project – Mr. Boyd Davis
2. Continuation of Budget Discussion for the FY2014 Amended Budget and the FY2015 Tentative Budget – Mr. Evan Nelson

General Session

1. Consideration of Ordinance No. 06-17-2014, Modifications to the West Point City General Plan – Mr. Boyd Davis
2. Consideration of Approval of Interlocal Agreement with Clinton City for the 3000 W Road Project – Mr. Boyd Davis
3. Consideration of Resolution No. 06-17-2014A, the Adoption of the FY2015 Schedule of Fees for West Point City – Mr. Evan Nelson
4. Resolution No. 06-17-2014B, Consideration of Adoption of the FY2014 Property Tax Rate for West Point City – Mr. Evan Nelson
 - a. Public Hearing
 - b. Action
5. Resolution No. 06-17-2014C, Consideration of Adoption Revised Budget for West Point City for FY2014, a budget for FY2015 Budget, and a Compensation Schedule for Employees and Officers of the City – Evan Nelson
 - a. Public Hearing
 - b. Action

Date: 6/17/2014

Community Development and Renewal Agency Meeting

1. Call to Order
2. Communications from Staff
3. Resolution No R06-17-2014, adopting the FY2014 Amended Budget and the FY2015 Annual Budget for West Point City.
 - a. Public Hearing
 - b. Action
4. Motion to Adjourn

Date: 7/1/2014

1. Discussion of Sewer System Management Plan – Mr. Paul Rochell
2. Discussion of the Pheasant Creek Property Owned by West Point City – Mr. Boyd Davis

General Session

Future Items

Administrative Session

1. Discussion of Debris Management – Mr. Paul Rochell
2. Discussion of Street Light Replacement – Mr. Kyle Laws
3. Discussion of Cemetery Expansion

General Session

West Point City 2014 Calendar

January
February
March
April
May

June

3 City Council-7pm
12 Planning Commission-7pm
14 Miss West Point Pageant SHS-7pm
16 Senior Lunch-11:30am
17 City Council-7pm
26 Planning Commission-7pm

July

1 City Council-7pm
4 Independence Day-Office Closed
4th of July activities
10 Planning Commission-7pm
15 City Council-7pm
21 Senior Lunch 11:30am
24 Pioneer Day Observed-Office Closed

August

5 City Council-7pm
7 Summer Party-5pm
14 Planning Commission-7pm
15 Senior Dinner-5:30pm
19 City Council-7pm
28 Planning Commission-7pm

September

1 Labor Day-Office Closed
2 City Council-7pm
11 Planning Commission-7pm
15 Senior Lunch-11:30am
16 City Council-7pm
25 Planning Commission-7pm

October

2 Cemetery Cleaning
7 City Council-7pm
8 Council/Staff Lunch-11:30am
16 Planning Commission-7pm
17 Halloween Carnival-7pm
20 Senior Lunch-11:30am
21 City Council-7pm
30 Planning Commission-7pm

November

4 Election Day
8 Flags on Veteran's Graves YC
11 Veteran's Day-Office Closed
13 Planning Commission-7pm
17 Senior Lunch-11:30am
18 City Council-7pm
27-28 Thanksgiving -Office Closed

December

1 City Hall Lighting Ceremony-6:00 pm
2 City Council-7pm
5 Christmas Party-7pm
11 Planning Commission-7pm
15 Senior Lunch-11:30am
16 City Council-7pm
19 Cemetery Luminary-4pm
25-26 Christmas -Office Closed

January 2015

9-10 Council Retreat

City Council Staff Report

Subject: Driver Qualification Policy
Author: Evan Nelson
Department: Administrative Services
Date: June 3, 2014



BACKGROUND

West Point City's liability and auto insurance policies are provided through the Utah Local Governments Trust. The Trust has established what is called the "Trust Accountability Program", or TAP, to promote safety, mitigate risk, and reduce claims.

ANALYSIS

Driver Qualification Policy

One of the elements of TAP is a driver qualification policy. This policy defines the organization's standards for driving eligibility while at work. The standards are based on quantity and seriousness of driving violations. Driving violations considered, include both work-related and non-work-related violations. The Trust regularly pulls driving record information and provides it to its member organizations. The Trust does not enforce the policy, but asks that each city approve and enforce a policy appropriate for the organization.

RECOMMENDATION

The Management Team has reviewed, modified, and adopted the policy suggestions given by the Trust. We are treating this as an administrative policy, and want to make the Council aware of it. While we don't need an approving vote from the Council, we do welcome any feedback or discussion regarding this policy.

SIGNIFICANT IMPACTS

There are no significant impacts at this time.

ATTACHMENTS

West Point City Driver Qualification Standard

West Point City Driver Qualification Standard

All employees or volunteers operating West Point City owned vehicles, or who may operate any vehicle while conducting business for or on behalf of West Point City must be authorized drivers. The authorization process requires an analysis of the employee's driving record to ensure compliance with the driver qualification standard as identified in this policy.

As part of the driver qualification process all drivers or potential drivers' MVR (Motor Vehicle Record) will be screened and monitored on an ongoing basis to ensure the standard is met and maintained. Drivers will be qualified as "Acceptable," or "Borderline". Drivers qualified as "Borderline" may be authorized to drive on a probationary basis as determined by the City Manager. Drivers whose records do not meet the driver qualification standard will not be allowed to operate any vehicle while engaged in city business.

All drivers must possess a valid driver's license. Required endorsements must also be maintained. The driver qualification evaluation will be based on each driver's MVR and may also take into account work-related motor vehicle incidents, whether or not the incident has been recorded on the driver's MVR. All violations recorded on the MVR, whether they occurred on the job or not, are included in the driver qualification evaluation.

"Acceptable" or "Borderline" qualification will be determined using the following criteria. Any number of violations or accidents in excess of the "Borderline" criteria constitutes a failure to meet the driver qualification standard resulting in revocation of driver authorization. (Note - DUI and DWI are not evaluated as a standard violation)

Acceptable

- Up to 2 violations recorded on the MVR, or
- Up to 1 major (greater than \$1,000) at fault work related accident in the prior three years, or
- A combination of 1 violation on the MVR and 1 at-fault work-related accident in the last three years, or
- Up to 2 minor (\$1,000 or less) at-fault work-related accidents in one year.

Borderline

- 3 or 4 violations recorded on the MVR or,
- 2 major (greater than \$1,000) at-fault work-related accidents in the last three years, or
- 3 or 4 minor (\$1,000 or less) at-fault work-related accidents in the last three years, or
- DUI or DWI with in the last 2-5 years, or
- Any violation for Careless, Reckless or Distracted driving

A single major violation recorded on the MVR, or resulting from a work-related incident, *may* result in revocation of the driver's qualification and driver authorization, and other disciplinary action. Major violations include, but are not limited to:

- DUI or DWI in the previous 24 months
- Failure to stop/report an accident
- Making a false accident report
- Attempting to elude a law enforcement
- Others as determined by the City Manager.

City Council Staff Report

Subject: General Plan Amendment
Author: Boyd Davis
Department: Community Development
Date: June 3, 2014



Background

We have received a new request from Castle Creek Homes to amend the City's General Plan for the Heslop property located at approximately 1800 W 800 N. The same group submitted a rezone request last year that was denied by the City Council on the grounds that it did not conform with the General Plan. For this reason the applicant is now requesting that the General Plan be amended.

The Planning Commission held a public hearing regarding the request on May 15th. The details of the public hearing will be shared at the City Council meeting.

Analysis

The new proposal from the applicant calls for the most easterly portion of the property to be changed from Commercial (C-C) to residential (R-5). The R-5 zone is a residential zone that allows up to 10.5 units per acre. That density would allow townhouses. The remaining property would be left as commercial property.

Staff believes this is the best use for the property because it will provide a buffer between the existing single family houses and the future commercial development. Commercial uses adjacent to townhouses are generally more acceptable than next to single family houses. Also, if the property were allowed to be developed as single family houses, there is the potential for a conflict with the commercial property in the future, which may result in the commercial property being reduced in size even further.

There is a specific process outlined in State Code for the modification of the General Plan. First, the Planning Commission may study the proposed modifications and determine best plan of action. Before adopting any modifications, the Planning Commission must hold a public hearing. Notices to the affected entities and an advertisement must be posted at least 10 days prior to the public hearing.

Notices were sent to all affected entities and surrounding property owners. The Planning Commission held a public hearing on May 15th. The details of the public hearing were not

available at the time this report was written, but a summary of the public hearing will be shared during the presentation at the City Council meeting.

Recommendation

No action required. This is for information only.

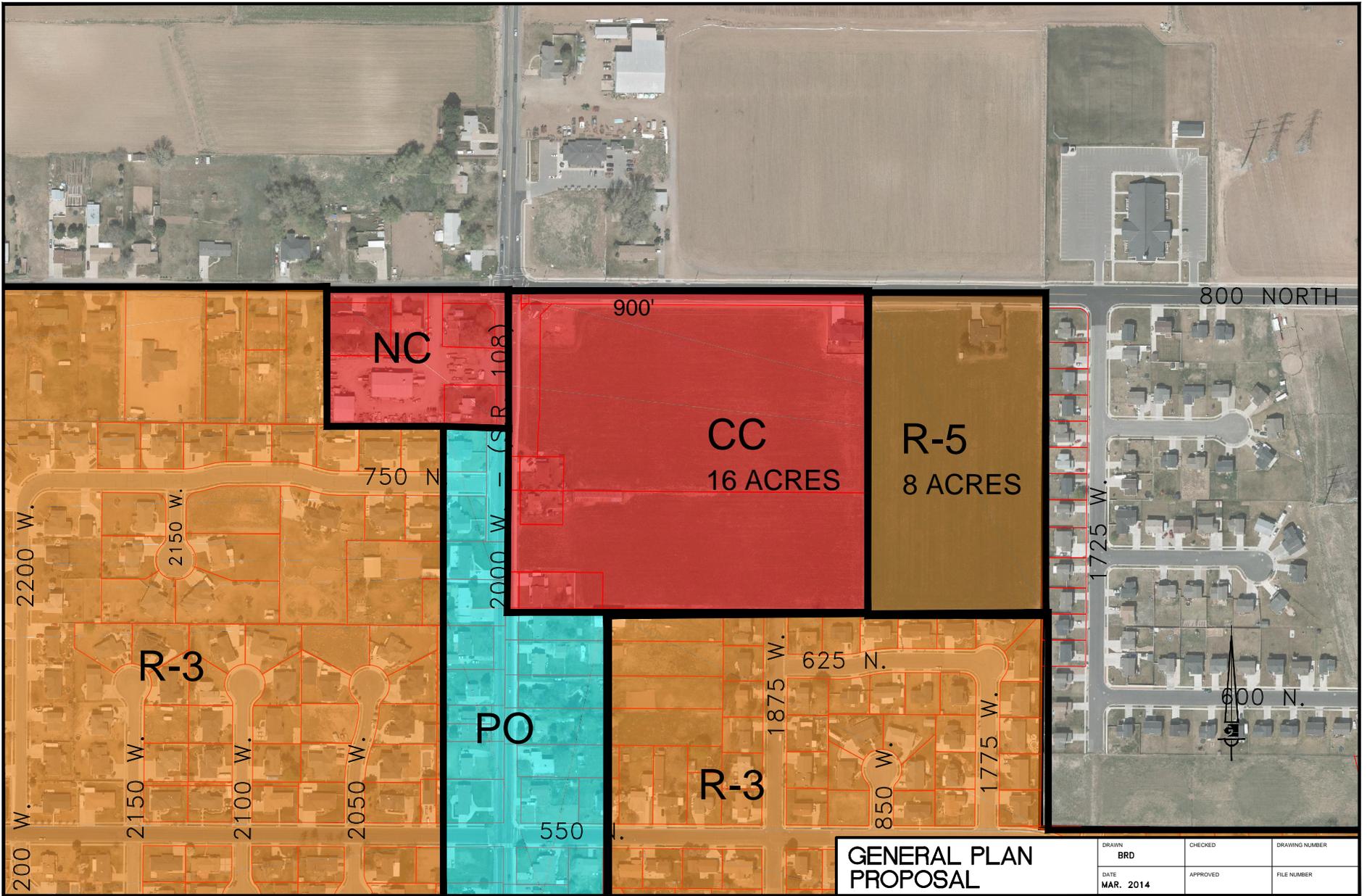
Significant Impacts

None

Attachments

Map

Letter



**GENERAL PLAN
PROPOSAL**

DRAWN BRD	CHECKED	DRAWING NUMBER
DATE MAR. 2014	APPROVED	FILE NUMBER



CASTLE CREEK HOMES

Attn: Mr. Kyle Laws and Mr. Boyd Davis
RE: Request for General Plan Review for a Specific Area

Mr. Laws and Mr. Davis,

Recently we (Castle Creek Homes) submitted a request for rezone regarding a portion of property located at approximately 1800 W and 800 N. In October of 2012 we entered into an agreement with the Heslop Family to purchase their ground and committed to them that we would try and do all we could to fulfill the desires of their parents in developing the family property into single family residential homes. We understood that the city had this ground zoned as CC on their General Plan and decided to try and obtain a rezone. We made rezone application and received a unanimous vote from the planning commission to approve the proposed rezone. On 19 March 2013 we appeared before the city council and our request was tabled until a future meeting. On 16 April 2013 we again appeared before the city council and a motion was made to deny the proposed rezone and the vote was 3-2 in favor of the denial.

After talking with the Heslop family and surrounding citizens that appeared and spoke in favor of our development, we have decided to make a request and ask the city to open and re-evaluate the general plan for this specific area only. We ask the city to consider our request to amend the general plan in order for us to provide a residential development that we fill will be of a great benefit to the residents of the city and also the city entirely. We thank you for your consideration regarding this matter. We strongly believe that we can assist the city in developing a great parcel that would allow for both a residential development mixed with future commercial use. We believe that this is a great opportunity for the city to establish more rooftops that will eventually lead to commercial development. Thank you for your consideration.

Regards,



Castle Creek Homes

1798 WEST 5150 SOUTH • SUITE 103 • ROY, UT 84067
OFFICE: 801-525-0681 • FAX: 801-525-0691

City Council Staff Report

Subject: FY2014 Amended and FY2015 Budget
Author: Evan Nelson
Department: Administrative Services
Date: June 3, 2014



BACKGROUND

The tentative budget was presented to the City Council at the meeting on May 6th as required by law. During the last two Council meetings, Council and Staff discussed the budget, including revenues and expenditures, changes from the 2014 Budget, the Employee Pay Plan, the Capital Improvement Plan, and other budget options.

On June 3rd we will finish our discussion of the City's Capital Improvement Plan (CIP), review proposed changes to the enterprise fund budgets, review proposed changes to the City Fee Schedule, and discuss the property tax Truth in Taxation process.

ANALYSIS

Capital Projects

In the last meeting we discussed many of the current and proposed projects in our Capital Improvement Plan. To finish this portion of the budget discussion, we will discuss the options for the electronic marquee on 300 North, at the east entrance to West Point. As you are aware, the completion of SR-193 has dramatically altered traffic flow on 300 North, where the old marquee is located. The current marquee is not functioning and has been determined to be unrepairable. We may wish to consider replacing the marquee, removing it, or selecting a new location for a new sign.

Enterprise Funds

This section contains a brief summary of proposed changes in the Waste, Water, and Storm Water Funds. Some changes affecting these funds have already been discussed, including those related to personnel changes and capital projects.

Waste Fund

We have adjusted the budget in FY2014 and FY2015 to reflect increases to the sewer rates charged by North Davis Sewer District. This change increased the FY2014 budget by \$101,755 and the FY2015 budget by \$217,177.

Water Fund

We have increased Primary Operating Expenses in FY2014 by \$31,447 to account for increased electricity expense, maintenance, water testing, and secondary water. Primary Operating Expenses in FY2015 were increased by \$86,965 to account for the same increases just mentioned, plus personnel changes.

Due to final pay-off of the inter-fund loan from the Waste Fund to the Water Fund for the purchase of radio meters, we have decreased the budget in both FY2014 and FY2015 by \$25,000.

Storm Water Fund

We have increased the budget for credit card processing fees by \$2,000 in both FY2014 and FY2015.

Fee Schedule Changes

A copy of the proposed West Point City Fee Schedule for FY2015 was included in your Tentative Budget binder. A summary of the changes is provided below. The fee schedule will be discussed at the June 3, 2014 meeting, with proposed adoption set for June 17, 2014.

Planning and Zoning

- Subdivision Plat Amendment Fee – Change from \$50 to \$300 (not originally proposed)
- General Plan Amendment Application - \$150 (new fee)

Parks

- Large pavilions – Clarification on time periods
- Small pavilions – Clarification on time periods
- Volleyball rental – Clarification on deposit
- Horseshoes - \$5 rental fee, \$35 deposit (new fee)

Development Impact Fees (Residential)

- North Davis Sewer Impact Fee – Change from \$3,000 to \$3,256, per North Davis Sewer District (NDSB)

Utilities

- Sewer (residential monthly) – Changed from \$16.20 to \$19.20, per NDSB
- Sewer (commercial monthly base) – Changed from \$16.20 to \$19.20, per NDSB
 - 10,000 gallons plus – Changed from \$1.05 to \$1.35/1,000 gallons
- Sewer (multi-family) – Changed from \$16.20 to \$19.20, per NDSB
- Utility Billing Shut-off Fee – Change to only pay higher shut-off fee if within 12 months of previous shut-off, otherwise, the standard shut-off fee applies.

Property Tax

According to the County Assessor's Office, Davis County property valuations have increased by an average of 7%. Because of this increase in value, our local property tax rate is automatically set to decrease in order to ensure that we do not collect more property tax revenue than we collected last year. However, our Revenue and Taxation Policy states: "West Point City should seek to maintain a stable tax rate; including maintaining the property tax rate when assessed values increase." In order to maintain the current property tax rate, the City must go through the Truth in Taxation process, as was done last budget season. Truth in Taxation requires us to publish notice and hold a public hearing on the proposal to maintain the current tax rate. Maintaining the tax rate provides an increase to our property tax revenues, which fund General Fund expenditures and capital projects.

RECOMMENDATION

Staff would like Council to discuss and provide direction on the City Manager's Recommended Budget and Fee Schedule, continue the public hearing on the FY 2015 Tentative Budget during the regular meeting, and adopt the proposed FY 2015 Tentative Budget.

SIGNIFICANT IMPACTS

There are no significant impacts at this time.

ATTACHMENTS

West Point City Fee Schedule Fiscal Year 2015

West Point City Fee Schedule Fiscal Year 2015

Effective July 1, 2014

DESCRIPTION	Fiscal Year 2014
ADMINISTRATIVE and BUSINESS LICENSE FEES	
Election Filing Fee	\$25
Inflatable Toys Rental Fee	\$100 Bounce House \$200 Obstacle Course
Beer licenses (Class A)	\$250
Beer licenses (Class B)	\$300
Beer licenses (Class C)	\$350
Business Regulatory Fee	\$35
Nurseries	\$85
Agriculture Equipment and Repair	\$85
Veterinary Services	\$85
Agriculture Supplies and Support	\$85
Landscaping Services and Supplies	\$85
Sporting Equipment and Supplies	\$85
Firearms	\$85
Construction Services and Supplies	\$85
Manufacturing Equipment and Supplies	\$85
Industrial	\$85
Industrial and Manufacturing Support	\$85
Trucking	\$85
Public Transportation	\$85
Telecommunication Services	\$85
Telephone	\$85
Power/Natural Gas	\$85

Auto Wash and Detail	\$85
Towing	\$85
Electrical	\$85
Plumbing	\$85
Parking Services and Facilities	\$85
Storage/Warehouse	\$85
Wholesale Processing and Support	\$85
Shipping and Goods Transportation	\$85
Restaurant	\$85
Restaurant with Alcohol	\$85
Private Club or Bar	\$85
Fast Food or Cafe	\$85
Commercial Shopping Center/Retail Store	\$50 per 1,000 sq. ft.
Office/Institutional	\$45 per 1,000 sq. ft.
Business Park	\$35 per 1,000 sq. ft.
Light Industrial	\$35 per 1,000 sq. ft.
Manufacturing	\$35 per 1,000 sq. ft.
Grocery (Under 10,000 square feet)	\$85
Grocery (10,000 square feet and above)	\$85
Gas Station	\$85
Pawn Broker	\$85
Auto Sales	\$85
Auto Repair and Service	\$85
Subscriptions/Coupons/Tickets	\$85
Auctions	\$85
Insurance Sales	\$85
Broker	\$85
Real Estate	\$85
Financial Planning	\$85
Business Support Services	\$85

Bank/Credit Union	\$85
Salons/Barber/Beauty	\$85
Funeral	\$85
Medical/Dental/Therapy	\$85
Fitness	\$85
Entertainment and Amusement	\$85
Legal Services	\$85
Dry Cleaning and Clothing Repair	\$85
Upholstery	\$85
Copy and Supplies	\$85
Apartment/Multi-family/Trailer Park	\$85
Bed and Breakfast	\$85
Hotel	\$85
Motel	\$85
Extended Stay	\$85
Bowling	\$85
Hospital/Care Center	\$85
Daycare/Preschool	\$85
Sexually Oriented Business	\$85
Sexually Oriented Business applications and businesses - nonrefundable initial application and investigation fee (all applications)	\$100
Home Occupation - all	\$50
Contractors - General	\$50
Contractors - Sub Contractors	\$50
Duplicate License	\$15
Business License late fee	\$25
Christmas tree sales license (not prorated)	\$30 w/ \$70 deposit
Fireworks stands (not prorated)	\$350 w/ clean-up deposit of \$300
Home occupation license late fee (after February 1st)	\$25
Solicitor's License	\$50

<u>Disproportionate Fees:</u>	
Gas Station	\$250/Year
Grocery w/ Beer	\$350/Year
Bar/Private Club	\$300/year
Bowling with Alcohol	\$500/Year
Pawn Shop	\$900/Year
Arcade	\$350/Year
Entertainment/Theater	\$200/Year
Restaurant with Alcohol	\$200/Year
Hotel/Motel/Extended Stay/Inn/Bed & Breakfast	\$400/Year
Apartments	\$15/Unit/Year
Temporary Permits	\$250/Year
Sexually Oriented Business	\$250/Year
Warehouse	\$250/Year
COPIES & PUBLICATIONS	
Photocopies	\$.10 each copy
Budget	\$20
Audit (CAFR)	\$10
Administrative Code	\$10
General Plan	\$10
Zoning or street maps (small 8 ½ x 11)	\$5 each
Special reports or compilations (GRAMA) (Produced with managerial discretion)	\$25 per hour + copy or reproduction charges
BUILDING RENTAL	
Council Chamber Rental	\$25/hr. (2 hour min.)
Multi-purpose Area Rental	\$25/hr. (2 hour min.)
City Hall - Security Deposit	\$100
PLANNING AND ZONING FEES	
Board of Adjustment Hearing	\$200
Conditional Use Permit - Staff approved	\$50

Conditional Use Permit - Planning Commission	\$75 \$150 if notices must be sent out
Permanent Sign Permit	\$75
Temporary Sign Permit	\$10/sign
Recording	\$50 to City and applicable fees to Davis County Recorder
Rezone application	\$250
Annexation application	\$300
Subdivision Plat Amendment	\$50 <u>\$300</u>
Agricultural Protection Zone application	\$450 (\$100 refunded if protection zone is not approved)
Telecommunications Right of Way Application	\$500
<u>General Plan Amendment Application</u>	<u>\$150</u>
SITE DEVELOPMENT REVIEW	
Construction guarantee bond (commercial)	\$30 per linear ft. (curb, gutter, sidewalk)
Construction inspection fee for all utilities	\$150 per lot
Final plat fee	\$600/plat, plus \$50 per lot
Preliminary plat fee	\$300/plat, plus \$25 per lot
Single Lot Plat (preliminary & final)	\$300
Final Site Plan Review Fee (Commercial)	\$600/site plan
CODE VIOLATION FEES	
Code Violations	See West Point City Code
CEMETERY	
<u>Resident</u>	
Adult Burial Plot	\$450
Adult Interment Fee	\$300
Perpetual care - Adult	\$100 if lot purchased before 9/1990
Child Burial Plot (full size plot)	\$450
Child Interment Fee	\$300
Perpetual care - Child	\$100 if lot purchased before 9/1990

Infant/Urn – Burial Plot (½ plot)	\$225
Infant/Urn – Internment Fee	\$200
Perpetual care – Infant (½ plot)	\$50 if lot purchased before 9/1990
Dis-interment	\$300
Transfer lot fee	\$15
After Business Hours Fee	\$100
<u>Non-Resident</u>	
Adult Burial Plot	\$600
Adult Interment Fee	\$700
Perpetual care - Adult	\$300 if lot purchased before 9/1990
Child Burial Plot (full size plot)	\$600
Child Interment Fee	\$700
Perpetual care - Child	\$250 if lot purchased before 9/1990
Infant/Urn – Burial Plot (½ plot)	\$300
Infant/Urn – Internment Fee	\$400
Perpetual care – Infant (½ plot)	\$250 before 9/1990
Disinterment	\$400
Transfer lot fee	\$15
After Business Hours Fee	\$100
PARKS	
Large pavilion (4 hour period) (Per time period: <u>8AM-4PM or 4PM-10PM</u>)	\$15 (residents) \$25 (non-residents)
Small pavilions (4 hour period) (Per time period: <u>8AM-4PM or 4PM-10PM</u>)	\$10 (residents) \$20 (non-residents)
Volleyball rental	\$20 (\$15 refund if returned next day @ noon) <u>\$5 rental fee</u> <u>\$15 ball deposit, if applicable (deposit refundable if returned by next business day)</u>
<u>Horseshoes</u>	<u>\$5 rental fee</u> <u>\$35 horseshoe set deposit, if applicable (deposit refundable if returned by next business day)</u>

RECREATION Program Registration Fees:	
Coed T-Ball	\$35 resident \$55 non-resident
Coed Machine Pitch 1 st – 2 nd Grade	\$35 resident \$55 non-resident
Boys Baseball 3 rd – 4 th Grade	\$45 resident \$55 non-resident
Boys Baseball 5 th – 6 th Grade	\$45 resident \$55 non-resident
Boys Baseball Jr. High	\$45 resident \$50 non-resident
Girls Elementary Softball	\$45 resident \$55 non-resident
Girls Junior High Softball	\$45 resident \$55 non-resident
Basketball - 6 th Grade and younger	\$50 resident \$60 non-resident
Basketball - 7 th Grade and older	\$60 resident \$70 non-resident
Football	\$115 \$150 Equipment Charge for unreturned equipment.
Soccer (Spring)	\$40 resident \$50 non-resident
Soccer (Fall)	\$40 resident \$50 non-resident
Football Camp	\$15
Basketball Camp	\$30
Recreation Late Fee	\$10
DEVELOPMENT IMPACT FEES (Residential)	
West Point City Impact Fees:	
Park, Trails, and Recreation Impact Fee (Single Family)	\$2380
Park, Trails, and Recreation Impact Fee (Multi- Family)	\$1780
Road Impact Fee (Single Family)	\$3403
Road Impact Fee (Multi-Family)	\$2382
Storm Drain Impact Fee	\$4,204 per acre
Sewer Impact Fee (Single Family)	\$241.72
Sewer Impact Fee (Multi-Family)	\$166.79

Water Impact Fee	See Schedule A
Non-City Impact Fees:	
North Davis Sewer Impact Fee (Residential)	\$3,000 <u>\$3,256</u>
North Davis Fire District Impact Fee (Single Family)	\$294.29
North Davis Fire District Impact Fee (Multi-Family)	\$287.80
DEVELOPMENT IMPACT FEES (Commercial)	
West Point City Impact Fees:	
Road Impact Fees	\$3,578 per 1,000 sq. ft of building space
Water Impact Fees	See Schedule A –attached
Storm Water Impact Fees	\$4,204 per acre
Sewer Impact Fees	\$241.72/ERU
Non-City Impact Fees:	
North Davis Fire District Impact Fee (Commercial)	Determined by North Davis Fire District
North Davis Sewer Impact Fee (Commercial)	Determined by North Davis Sewer District
SAFETY / INSPECTION FEES	
Building Permit Fee	Based on building valuation and square footage
Residential plan review and inspection fee	25% of permit fee
Re-inspection fee	\$47
Commercial plan review and inspection fee	60% of building permit fees
Demolition Permit	\$150
Small Asphalt Excavation Permit (less than 360 sq. ft.)	\$3 per sq. ft. excavated and \$500 bond. Bond returned after asphalt is replaced and inspected.
Large Asphalt Excavation Permit (greater than 360 sq. ft.)	\$0.55 per sq. ft. and \$4.20 per sq. ft. bond. Upon positive inspection, bond returned 1 yr. after permit holder replaces asphalt.

New Street Excavation Permit (less than 2 years since last treatment) – in addition to other fees and applies only to large excavation permits	\$0.22 per sq. ft.
Curb, Gutter, or Sidewalk Excavation Permit	\$20.00 per ft. bond. Bond returned after concrete is replaced and inspected.
CONNECTION FEES	
Water Connection Fees:	
Meter installation/water connection (residential)	\$350 - 3/4 inch \$450 - 1 inch
Meter installation/water connection (commercial)	\$450 - 1 inch \$500 - 1.5 inch \$700 - 2 inches Cost+\$100 (2+inches)
Secondary water hook-up fee (3/4 inch)	Paid to D&W Canal Company
Secondary water hook-up fee (1 inch)	Paid to D&W Canal Company
City stock of culinary water	\$3,800/acre foot.
Fire Hydrant Connection Fees:	
Fire Hydrant Meter Set-up Fee	\$50 + water usage fee
Short Term Meter Rental (3 days or less)	\$10 + water usage fee
Long Term Meter Rental (4 days or more)	\$40 per month + water usage fee
Water Usage Fee	\$1.60 per 1,000 gallons greater than 10,000 gal.
Sewer Connection Fees:	
North Davis Sewer subdivision connection review fee	\$250
North Davis Sewer subdivision construction inspection fee	\$375
North Davis Sewer service connection review fee	\$125
North Davis Sewer service connection construction inspection fee	\$240
UTILITIES	
Garbage Can – New & Replacement (new can fee is charged with Building Permit)	\$85
Garbage can (monthly - 1 st can)	\$11.50
Garbage (monthly – additional can)	\$9.00

Green Waste can (monthly)	\$6.00
Green Waste (monthly – additional can)	\$6.00
Green Waste Can – New & Replacement (new can fee is charged with Building Permit)	\$85
Green Waste Service Cancellation Fee	\$12.00
General Curbside Recycling Replacement can	\$85
General Curbside Recycling can (monthly)	\$4.75
General Recycling (monthly-additional can)	\$4.75
Secondary water (monthly 3/4 inch) Up to one-third acre	\$21.58
Secondary water (monthly 3/4 inch) Greater than one-third acre	\$23.58
Secondary water (monthly 1 inch) Greater than one-half acre	\$27.50
Secondary water (monthly 1 inch) Greater than three-quarters acre	\$30.05
Secondary Water (monthly) Greater than one acre	Determined by D&W Counties Canal Co.
Sewer (residential monthly)	\$16.20 <u>\$19.20</u>
Sewer (commercial monthly base)	\$16.20 <u>\$19.20</u>
10,000 gallons +	\$1.05 <u>\$1.35</u> /1,000 gallons
Sewer (multi-family)	\$16.20 <u>\$19.20</u> per unit
Water (monthly base: 6,000 gallons)	\$23.75
6,001 – 10,000 gallons	\$1.40/1,000 gallons
10,000 gallons +	\$1.65/1,000 gallons
Storm System Maintenance and Construction Fee (Monthly Residential)	\$4.00
Storm System Maintenance and Construction Fee (Commercial)	Determined by residential equivalent (2,500 sq. ft.) of impervious area.
Utility deposit	\$60 utility deposit, refundable upon moving. (New hookups on or after July 1, 2001.)
Meter tampering penalty	\$50 first occurrence, \$100 per occurrence thereafter
Utility Billing Shut-off Fee	\$25 first occurrence, \$45 per occurrence thereafter <u>within 12 months of</u> <u>previous occurrence</u>
Utility Billing Late Fee	\$15
Returned check fee	\$20

Commercial Garbage Collection 40+ gallon can (monthly)	\$30

Schedule A

West Point City Commercial Impact Fees

(Other jurisdictional impact fees may be additional)

Water Impact Fees

Basis: Connection Size (per connection)

Connection (inch)	Impact Fee
3/4" (13 gpm or less)	\$487
3/4" (13 to 25 gpm)	\$937
1" (40 gpm)	\$1,500
1 1/2" (50 gpm)	\$1,874
2" (100 gpm)	\$3,749
3" (350 gpm)	\$13,121

RESOLUTION NO. 06-03-2014A

**A RESOLUTION ADOPTING A
TENTATIVE BUDGET FOR WEST POINT CITY &
RELATED AGENCIES FOR FISCAL YEAR 2014-2015**

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 a Budget for the 2014-2015 Budget Year in accordance with § 10-6-118, UCA, 1953, as amended, and the other provisions of the "Uniform Fiscal Procedures Act for Utah Cities," § 10-6-1101 through § 10-60-159, UCA, 1953, as amended; and,

WHEREAS, the West Point City Manager has heretofore caused to be prepared and submitted to the City Council a Tentative Budget for the City for the 2014 - 2015 Budget Year; and,

WHEREAS, said Tentative 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 2014 - 2015 Budget Year;

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the City Council of West Point City that the hereto attached Tentative Budget is hereby adopted as the Tentative Budget of the City for Fiscal Year 2014 - 2015.

PASSED AND ADOPTED this 3rd day of June, 2014.

WEST POINT CITY,
A Municipal Corporation

By: _____
Erik Craythorne, Mayor

ATTEST:

Misty Rogers, City Recorder



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
May 20, 2014**

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

Administrative Session
6:00 PM

Minutes for the West Point City Council Administrative Session held May 20, 2014 at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 with Mayor Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT – Mayor Erik Craythorne, Council Member Jeff Turner, Council Member Kent Henderson, Council Member Gary Petersen, Council Member Andy Dawson, and Council Member Jerry Chatterton

CITY EMPLOYEES PRESENT – Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Evan Nelson, Administrative Services Director; Misty Rogers, City Recorder; and Paul Rochell, Public Works Director

VISITORS – Rob Ortega

1. Continuation of Budget Discussion – Mr. Evan Nelson

Mr. Nelson stated the Capital Projects will be discussed during the Administrative Session. He then informed the Council that the funds listed as “carry-forward” found in the Capital Projects Matrix included money that had been approved in previous fiscal years, but has not been spent.

Capital Improvement Projects Completed In FY2014

- 026 - 4500 West Sewer Phase II
- 033 - 300 North Abandonment & Laterals

Mr. Laws stated project 033 had been completed \$388 under budget, despite the difficult circumstances with the original contractor.

Council Member Dawson asked if labor costs for the Public Works employees were included in the total cost. Mr. Laws stated no, labor costs for the Public Works employees were not included in the total cost; however the total does include costs associated with mediation and legal counsel.

Council Member Chatterton asked the amount in which West Point City paid the original contractor for project 033. Mr. Laws stated West Point City paid the original Contractor approximately \$65,100 and Gardiner Engineering paid the remaining negotiated balance.

- 044 - 800 North Widening (with Clinton)
- 052 - Detention Pond Improvements
- 055 - Pedestrian Trail Light (800 N. 4200 W.)
- 070 -300 North Sidewalk Improvements
- Loy Blake Park Restroom

Projects To Be Funded In FY2015

- 005 - Blair Dahl Park

Mr. Nelson stated two payments remain for the purchase of the Blair Dahl Park and the final payment is due in June 2015. In the past, the payments for the Blair Dahl Park were paid from the General Fund Surplus; however the final two payments will be paid from Park Impact Fees.

Council Member Petersen expressed the need for the City to continue to set aside funds for park improvements.

Council Member Dawson asked how long impact fees could be held before they must be used. Mr. Davis stated impact fees must be used within six years of collection.

- *012 - Street Maintenance - \$200,000 (annually)*
- *014 – Street Vehicle Maintenance - \$10,000*
- *015 - Salt and Street Materials \$15,000*

Mr. Laws stated project 012, 014, and 015 are funded with Class C money (gas tax revenue). He then stated in 2013, West Point City received approximately \$300,000 in gas tax revenue.

Council Member Dawson asked if the City hires a “street sweeper” to clean the streets in West Point. Mr. Rochell stated yes, a “street sweeper” is typically brought into the city once per year to sweep streets.

Mayor Craythorne stated that Council Member Turner had previously asked when the 1300 North project will begin. He then informed the Council that the Capital Projects Matrix lists the 1300 North to begin in approximately four to five years.

Council Member Petersen expressed concern with waiting four to five years to repair 1300 North as the condition of the road is deteriorating.

Mr. Laws stated each year; Staff will reevaluate the Capital Projects Matrix to determine priority levels.

Mayor Craythorne stated over the next several years, several roads within the City will be in need of replacement. He then expressed the need for the Capital Projects Matrix.

Mr. Laws stated during the legislative session, incorporating a gas tax had been discussed. The funds collected from gas tax could allow for Class C Road funds to assist local governments with road repairs, essentially reducing the amount of General Fund money a city uses to subsidize road repairs.

- *023 - Parcel Maintenance and Protection Fund*

The funding budgeted for “Parcel Maintenance and Protection” is primarily used to maintain City owned property. Fencing will occur at approximately 550 North 3100 West and also possibly in the Pheasant Creek Subdivision.

Council Member Dawson asked if decisions have been made with regards to the Pheasant Creek Subdivision wetlands. Mr. Laws and Mayor Craythorne stated no decisions had been made. The Council will visit the Pheasant Creek Subdivision in the near future and further discuss the issues.

- *034 – 1300 North 10” Water Line Upgrade*

Mr. Laws stated project 034 hadn’t been scheduled until 2015 but because the 2000 West project is under budget, the remaining funds will be used for the construction of the 1300 North Waterline Upgrade.

Mr. Rochell stated the current size of the waterline is approximately 4” and is constructed of asbestos and cement type material. He then stated that he believed that this is the only remaining asbestos waterline within the City.

Council Member Chatterton asked if the old 4” line will be abandoned. Mr. Rochell stated the 4” pipe will be abandoned and replaced with new 10” pipe.

- *045 - 520 North Loop Completion and Parking Lot*

The General Fund Surplus, Class C Revenue, and Road Impact Fees will be used to pay for the completion of the 520 North Loop Connection and Parking Lot project. It is hopeful that Davis County School District will also assist with funding.

Mr. Laws stated that the Davis County School Board had discussed the 520 North Loop Completion project several weeks ago, however no decisions had been made.

Council Member Turner asked if the 520 North Loop completion and the installation of a parking lot will alleviate concerns of Ms. Alison King and her neighbors.

Mayor Craythorne stated he believed that loop connection and parking lot installation will alleviate the concerns of Ms. King and her neighbors. The loop connection will allow for citizens leaving the elementary to turn to the right and exit through the neighborhood. He then stated paving of the parking lot and the installation of bollards will alleviate reckless activities.

Council Member Petersen asked what West Point City could do to block the lane. Mr. Laws stated that he and Mr. Rochell have been discussing the installation of bollards and jersey barriers as well as the possibility of eliminating the lane.

Council Member Dawson expressed the need of the lane during events such as the 4th of July Celebration and recreational activities.

Mayor Craythorne stated bollards and jersey barriers could be installed in the lane as a temporary solution. This could allow the Council additional time to discuss future use and other possible options. He then stated if changes are made to the parking lot and the existing lane, citizens will adjust. Mayor Craythorne then expressed his concern for the neighborhood, children, and the patrons of the park.

Council Member Petersen recommended a bollard be installed at two locations of the lane. He then expressed the need for the lane to be blocked off as City property should not be used as an access into a subdivision.

- *049 - 800 North Sidewalk Gap (\$55,000 budget for FY2015)*

Mr. Laws informed the Council that while meeting the local schools to discuss the "Safe Neighborhood Access Plan" they expressed concern with the lack of sidewalk on 800 North. In the near future, sidewalk will be installed on 800 North between 2750 West and 2525 West. Mr. Laws stated the local schools expressed excitement and appreciation for the upcoming installation of the sidewalk.

Mayor Craythorne stated over the past few years, West Point City and Clinton City have been working together to apply for a transportation fund grant. The grant would assist with costs associated with the 800 North sidewalk project. He stated the application was denied this year, but it is typical for an application to be submitted several times before it is approved.

Council Member Petersen asked if the sidewalk project includes sidewalk and curb and gutter. Mr. Rochell the 800 North sidewalk project includes sidewalk only.

Mr. Laws stated the 800 North Sidewalk Gap is expected to be completed before school begins in August of 2014.

- *050 - 3000 West Widening (includes 3 round-a-bouts)*

Mr. Laws stated he had recently informed the "Community Council" of the proposed round-a-bout locations, 3000 West 800 North and 3000 West 1800 North. He then stated the Community Council expressed concern with a round-a-bout being located close to a school. Mr. Laws stated that he had informed the Community Council that two crossing guards are required at any cross walk at a round-a-bout location. He then stated Clinton City has had much success with round-a-bouts and school crossings.

Council Member Petersen stated a round-a-bout forces traffic to slow down, allowing for additional safety. He then asked when the Council could approve the final locations of the round-a-bouts. Mr. Laws stated the design phase must be completed before final locations can be approved.

Mr. Laws informed the Council that there may be driveways which may cause issue with the location of the round-a-bouts.

Mr. Davis stated it was his understanding that the Council is supportive of round-a-bouts, unless prohibited by engineering.

Council Member Chatterton asked if the round-a-bout locations could be shifted to utilize open space land. Mr. Davis stated yes, however the engineering and design phase will determine the actual location of the round-a-bouts.

Mr. Nelson stated the estimated match West Point City must provide for the project is of \$315,539, and Clinton will reimburse West Point approximately \$78,000 for the match.

- *059 - Vehicle Replacement (FY2015, \$60,100)*
In FY2014, West Point City purchased two vehicles and in FY2015 the Chevy Dump Truck is scheduled to be replaced.
- *072 - Fiber Optics \$15,000 (FY2015)*
Project 072 will allow the City to connect to a fiber optics connection on 300 North. He then stated Staff is working with Century Link and Integra to find the most savings.

Council Member Chatterton asked if a fiber optics connection exists near the old city shop location. Mr. Davis stated it is a possibility, however he believes that conduit is located under the road on 300 North which provides a closer connection.

Council Member Petersen asked if the fiber optics line being discussed is a UTOPIA line. Mr. Davis stated no, the fiber optics line is a Century Link connection.

Council Member Petersen recommended that Staff discuss UTOPIA at a future time.

Council Member Petersen and Council Member Dawson agreed that if the fiber optics connection costs the City \$15,000, staff should consider other options.

Mayor Craythorne stated many of the new subdivisions are installing fiber optic connections.

Mr. Davis stated Wise Country Meadows has recently installed fiber optic services within the subdivision.

Council Member Turner and Council Member Petersen recommended that requiring all new developments within West Point City to install fiber optic lines.

- *073 - 5 Year CIP (FY2015, \$55,000 budgeted)*
Mr. Laws stated the 5 Year CIP fund had been implemented last year as a way for the City to set aside money for unanticipated Capital Improvement projects.

New Projects added to the Matrix

- *Park Improvements (FY2015, \$115,000 budgeted and \$225,000 carry-forward)*
The \$340,000 budgeted will assist with the purchasing of new playground equipment, tennis courts, and other park improvements.

Mr. Laws stated that Staff is in the process of obtaining quotes for the replacement of playground equipment at the Loy Blake Park and Bingham Park. He then informed the Council that the estimated cost for the tennis court reconstruction is estimated at \$100,000.

Council Member Henderson asked which type of material is included for the estimated cost of \$100,000. Mr. Laws stated the quote received includes the use of reinforced concrete and the fencing of the courts.

Mr. Laws stated he has also requested a quote for the reconstruction of the basketball courts. He then informed the Council that the Utah Jazz offers a program to assist with cities with the reconstruction of basketball courts. The funding for the Utah Jazz program has been exhausted for 2014, but West Point City will apply in January 2015.

Council Member Dawson asked if Staff received a bid for the "Sports Court" product for the replacement of the tennis courts. Mr. Laws stated yes, the cost for the "Sports Court" product is estimated at \$50,000. He then informed the Council that he and Mayor Craythorne had spoken to several avid tennis players with regards to the reconstruction of the tennis courts and they expressed their dissatisfaction with anything other than concrete courts.

Council Member Dawson stated the "Sports Court" is an upgrade to the existing courts.

Mayor Craythorne informed the Council that he had spoken with the Syracuse High and Clearfield High tennis coaches to discuss both the concrete court and the sports court material. He then stated both coaches expressed concern with using the any other material than that of concrete. The "play" of the ball is different than that of a concrete court. Also, as material such as "sports court" ages, it hardens and the play of the can be difficult.

Council Member Henderson expressed his concern with the longevity of the Sports Court material.

Council Member Petersen stated he supports a full reconstruction of the tennis courts.

Council Member Dawson asked if the Sports Court material offers a warranty. Mr. Laws stated yes, the Sports Court material offers a 16 year warranty. Council Member Dawson stated concrete will not provide a 16 year warranty.

Mr. Laws stated the \$100,000 reconstruction of the tennis courts does not include the landscaping repairs. He then stated Staff will proceed with quotes unless the Council specifies otherwise.

Council Member Chatterton asked if staff has considered refurbishing the restrooms near the baseball diamonds at the Loy Blake Park. Mayor Craythorne stated the restrooms located near the baseball diamond will require a complete reconstruction and will need to be planned for a future project.

Council Member Dawson stated the City should expect additional needs when the 520 North Loop and the paving of the parking lot are completed.

Mayor Craythorne stated the Loy Blake Park is approximately 35 years old, therefore the park has several needs which will need to be addressed in the future. He then stated the reconstruction of the park will need to be phased.

Mr. Laws stated the Blair Dahl Park will be paid in full in FY2015. In the future, the \$135,000 set aside each year for the Blair Dahl Park payment, the additional General Fund Surplus, and the Park Impact fees could be used for park improvements.

Council Member Dawson stated the upkeep and maintenance of the Blair Dahl Park is crucial.

- *076 – Transportation Master Plan and Road Impact Fee Study (FY2015, budget amount \$40,000)*
- *077 – 300 North Ditch (FY2015, budget amount \$20,000)*

Mr. Laws stated Mr. Claude Dahl sent a letter to UDOT requesting they pipe the ditch located on 300 North from 4200 West to 4500 West. UDOT and Davis County have agreed to partner with West Point City to complete the project. UDOT will provide the pipe for the project, Davis County will provide the equipment and an operator, and West Point City will provide material and man power.

Mayor Craythorne stated the ditch on 300 North which will be piped is extremely deep. Mr. Davis stated he believed that the ditch is approximately eight feet deep.

Council Member Petersen asked if the ditch being piped serves as a storm drain ditch or a drainage ditch. Mr. Davis stated in the past, the ditch had been used as a Davis County storm drain ditch. It has since been given to West Point City and it serves as storm drain ditch as well as a drainage ditch.

Council Member Petersen asked if the ditch will continue to serve as a storm drain and a drainage ditch. Mr. Davis stated yes, perforated pip will be installed parallel to the canal to collect the ground water.

Council Member Dawson asked if the entire canal on 300 North will be piped. Mr. Laws stated it isn't likely that enough funding will be available for the ditch to be completely piped this year. However, UDOT has committed funding to the piping of the 300 North ditch for the next two years.

Mr. Laws informed the Council that UDOT, DWCCC, West Point City, and the Property Rights Ombudsmen had recently met with Mr. Duersch to discuss his flooding issue. He then stated DWCC and UDOT are working to find a solution to with regards to pipe under the road.

- *078 – West Point Military Memorial (unfunded)*

Mr. Nelson stated the Military Monument is currently unfunded but has been included in the Matrix as it is a future project. Mr. Nelson stated the Military Memorial Committee has been and will continue to fundraise.

Mr. Laws informed the Council that the City will not actively place money into the West Point City Military Memorial Fund unless given direction from the Council. Any money raised by the Military Memorial Committee will be placed into the fund; this will allow the City to track the progress of fund.

Because of lack of time, Mr. Laws informed the Council that the Enterprise Funds will be discussed during the June 3, 2014 meeting.

Mayor Craythorne recommended the Council review the budget documents and contact Mr. Laws for questions or concerns.

2. Discussion of the General Plan and Heslop Property Amendment – Mr. Boyd Davis

Mr. Davis stated approximately one ago, Castle Creek Homes purchased property at approximately 1800 West 800 North (the Heslop property). At that time, the developer (Castle Creek Homes) requested a rezone and submitted a concept plan to the City. The Council denied the rezone because the concept plan and rezone did not coincide with the General Plan; a moratorium was then placed on the property until the council could further discuss General Plan options. Mr. Davis stated the General Plan currently specifies 1800 West 800 North (Heslop property) to be zoned commercial.

Mr. Davis stated the Castle Creek Homes has recently submitted a request to amend the General Plan. The proposal from the developer will change the current C-C zone to an R-5 zone which will allow townhouses. He then stated the townhouses will create a buffer between the existing houses and future commercial areas.

Council Member Dawson stated the inclusion of townhomes may be attractive to commercial businesses. Mr. Davis agreed that townhomes are typically more compatible with commercial properties

Mr. Davis stated the proposal includes taking the 8 acres on east of property and changing the zoning from C-C to R-5 zone. He then stated the proposal will only amend the General Plan and the rezone process would need to be completed in the future.

Mr. Davis stated the Planning Commission and members of Staff have reviewed the request for the General Plan amendment. He then stated the proposal from Castle Creek Homes is a viable option for the location as it will preserve future commercial property.

Notices of the required public hearing were sent to affected entities and surrounding property owners as required by state law. On May 15, 2014, the Planning Commission held a public hearing and approximately 8 citizens were in attendance.

Mr. Davis stated notice of the proposed General Plan Amendment and public hearing had been sent to all affected entities and surrounding property owners. The required public hearing was held on May 15, 2014 and approximately 8 members of the Heslop family were in attendance. He then stated the Council is not required to hold another public hearing as it was held while General Plan Amendment will be brought before the Council in a future meeting for action.

Mr. Davis asked if the Council Members were comfortable with the Planning Commission's recommendation of the General Plan Amendment or if they would like further discussion.

Council Member Chatterton expressed his concern with the longevity of a townhouse community. He then requested the Council discuss the proposed General Plan amendment in further detail during a future Council meeting.

Council Member Henderson also expressed his concern with the long term effects of townhomes. He then stated there are several patio home developments that are exceptional and an R-5 zone could support patio homes. Council Member Henderson stated he believed that the Heslop family would approve of patio homes rather than townhomes.

Mr. Laws stated transient type homes will assist with preserving commercial space. He then stated an R-5 zone will allow for patio homes.

Mayor Craythorne stated if townhome and patio home developments are successfully done, the longevity and maintenance will not be a concern. He then stated there will be different types of uses within the City and the Council should plan for the future.

Council Member Chatterton stated he had recently been addressed by 2 citizens expressing their opposition with allowing townhomes.

The Council then adjourned into the General Session.



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
May 20, 2014**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeffrey Turner

City Manager
Kyle Laws

General Session
7:00 pm – Council Room

Minutes for the West Point City Council General Session held May 20, 2014 at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 with Mayor Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT – Mayor Erik Craythorne, Council Member Gary Petersen, Council Member Jerry Chatterton, Council Member Andy Dawson, Council Member Kent Henderson, and Council Member Jeff Turner

CITY EMPLOYEES PRESENT – Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Paul Rochell, Public Works Director; Evan Nelson, Administrative Services Director; Misty Rogers, City Recorder; and Matt Lee, Administrative Intern

VISITORS PRESENT – Sgt. Brandon Roundy (Davis County Sheriff's Office), Andrea Thomas (Miss West Point), Maddie Adams (Miss Jr. West Point), Erin Davidson, Dylan Atkin, Tracy Atkin, and Rob Ortega

1. **Call to Order** – Mayor Craythorne welcomed those in attendance.
2. **Pledge of Allegiance** – Repeated by all
3. **Prayer** – Council Member Mayor Craythorne
4. **Communications and Disclosures from City Council and Mayor**

Council Member Chatterton stated the mosquito season has begun and the Mosquito Abatement District of Davis has begun treating for mosquitos. He then informed those in attendance that fliers will be available at City Hall with information on how to successfully treat for mosquitos. Council Member Chatterton informed those in attendance that the mosquito district relies on technology for treatment.

Council Member Dawson expressed his appreciation to City Staff for the lunch which had been provided for the Council and Staff.

Council Member Petersen – no comment

Council Member Turner - no comment

Council Member Henderson – no comment

Mayor Craythorne informed the Council of the following items:

- The Utah Council of Government has approximately \$10 million dollars available for corridor preservation and property owners interested in the corridor preservation can submit applications. Each corridor preservation application submitted is reviewed and voted upon by a committee. Currently, four property owners within West Point City have submitted an application for corridor preservation funding.

Council Member Dawson asked if specific landowners have been notified of the corridor preservation funding process. Mayor Craythorne stated that anyone wishing to apply for corridor preservation must have property located within the corridor area. He then stated the corridor preservation extends from Farmington and north.

- Wasatch Integrated Waste Facility and Hill Air Force Base have been experiencing positive discussions with regards to the renegotiation of their steam contract. Mayor Craythorne stated the Wasatch Integrated Waste Facility is a benefit to the residents of Davis County.
- The Hill Air Force Base Air Show will be held on June 27th and 28th, and it is estimated that 500,000 will attend the event. Parking and admission are free to the public.

5. Communications from Staff

Mr. Laws informed the Council of the following:

- The Loy Blake Park Restroom is complete and had been opened for patrons.
- Six applicants were interviewed for the Part-time Code Enforcement Position.
- Interviews for the Part-time Planner Position will be held on Friday.
- The Miss West Point City Pageant will be held on June 14th.

6. Adoption of Minutes from the May 6, 2014 Council Meetings

Council Member Petersen motioned to approve the minutes from the May 6, 2014 Council meeting. Council Member Henderson seconded the motion.

The Council unanimously agreed.

7. Citizen Comment – no comment

8. Miss West Point Royalty

Mayor Craythorne welcomed Andrea Thomas, Miss West Point 2013 and Maddie Adams, Miss Jr. West Point 2013.

Miss Andrea Thomas and Miss Maddie Adams stated that over the past year, they have had the opportunity to assist with City events such as the Halloween Carnival, Lighting Ceremony, Fourth of July Parade, and the Baby Contest. Miss Thomas stated that she has been approached by several members of the community who expressed their appreciation for free activities and events in which the City provides for families. Miss Adams informed the Council that she and Miss Thomas also had the opportunity to assist with providing Christmas for a family in West Point. She stated providing a family in the community with Christmas was a great experience.

Miss Thomas and Miss Adams thanked the Council for their support.

Mayor Craythorne asked if Miss Thomas and Miss Adams will be assisting with the 2014 Miss West Point Pageant. Miss Thomas stated that she and Miss Adams have been assisting with clinics and that approximately 19 girls have entered the pageant. She then informed the Council that three scholarships for the Senior Pageant have been obtained.

Mrs. Davidson informed the Council that the Miss West Point Luncheon will be held at City Hall on June 14th at noon and the Pageant will be held at Syracuse High at 7:00 pm.

Council Member Petersen expressed his appreciation to both Miss Thomas and Miss Adams. He then thanked them for their positive example.

Miss Thomas thanked the Council for their continued support.

Mrs. Davis informed the Council that the family in which Miss Thomas and Miss Adams assisted for Christmas was in great need. She stated both Miss Thomas and Miss Adams were able to provide additional donations which were used for the family in need.

Mayor Craythorne thanked Miss Thomas, Miss Maddie, Mrs. Davidson, and all volunteers for their assistance and support.

9. Davis County Sheriff Update – Sgt. Brandon Roundy

Sgt. Roundy stated he has recently been assigned as a representative of Davis County Sheriff for West Point City. He then reported the following Davis County Statistics from the Davis County Sheriff's Office.

Reporting dates, January 1, 2014 – April 1, 2014:

- 27 arrests
- 48 offenses
- 99 citations
- 144 violations
- 324 incidents

Sgt. Roundy stated the statistics reported are comparable with Sheriff Department statistics in Clinton City and Clearfield City. He then informed the Council that 5 vehicle burglaries were reported between January 1, 2014 and April 1, 2014. He then warned those in attendance that as the temperatures increase, vehicle burglaries will typically increase. Sgt. Roundy stated he has recently spoken with Mr. Laws and requested that information advising residents to lock vehicles and to report any suspicious activities be included in an upcoming newsletter.

Council Member Chatterton asked how West Point City can deter gangs and gang related activities. Sgt. Roundy stated reporting suspicious activities and graffiti are an essential ways to deter gang activities. He then stated investigating suspicious activities is a great way for officers to verify what types of people and activities are occurring with the City.

Council Member Chatterton asked if the electronic speed limit sign could be placed in specific locations within the City. Sgt. Roundy stated yes, a request can be made for the electronic sign or extra patrols in specific locations of the City.

Council Member Dawson asked if the statistics being reported are only from the Davis County Sheriff's office. Sgt. Roundy stated yes, the statistics being reported are only from the Davis County Sheriff's reporting.

Council Member Petersen asked what type of activities should a reported to the Sheriff's office. Sgt. Roundy stated anyone located at a park or public facility after 10:00 pm, wandering persons, cars being parked for a significant length of time, or any other suspicious activity should be reported.

Council Member Turner requested extra patrolling in the area of 4500 West and 5000 West, on 1300 North.

Sgt. Roundy recommended calling 911 for emergency situations or Davis County Sheriff's Dispatch 801-451-4150 to report suspicious activities.

Council Member Chatterton requested extra patrolling near 125 South 3000 West due to excessive speeding.

Council Member Dawson asked if illegal substances are being inserted into E-Cigarettes. Sgt. Roundy stated yes, it has been reported that liquidized THC is being turned into vapor form.

On behalf of the Council, Mayor Craythorne thanked Sgt. Roundy for his report and willingness to communicate with Staff. He then requested that Sgt. Roundy report to the Council several times throughout the year.

Council Member Henderson expressed his appreciation to the Davis County Sheriff's Department for their presence within the City. He then requested additional patrolling near 2750 West 800 North and the West Point Jr High because of excessive speed.

Mr. Laws stated he and Sgt. Roundy have met several times. He then expressed his appreciation to Sgt. Roundy and the Davis County Sheriff's Office for the service and reporting in which they provide to the City.

Council Member Dawson asked if West Point City could provide the Sheriff's with any additional items while they are in the working within City Hall. Sgt. Roundy stated having access to a room and computer for the Sheriff's Department is appreciated.

Council Member Chatterton thanked Sgt. Roundy for their quick response and communications with Mr. Laws.

10. Continuation of Budget Hearing – Mr. Evan Nelson

Mr. Nelson stated during the Administrative Session, the Council discussed West Point City's Capital Improvement Plan. He stated the Capital Improvement Plan allows for the City to plan for future projects. He then stated the FY2014 completed projects, FY2015 funded projects, and new projects were also discussed.

Mr. Laws informed the Council that the marquee replacement is listed on the Capital Projects Matrix; however it is an unfunded project. He then recommended the Council discuss the marquee replacement during the June 3, 2014 Council meeting.

a. Public Hearing – no comment

Council Member Petersen motioned to continue the public hearing for the FY2014 Amended Budget and the Tentative FY2015 Budget.

Council Member Dawson seconded the motion.

The Council unanimously agreed.

11. Consideration of Approval of Inter-local Agreement for the Landscaping on SR 193 – Mr. Boyd Davis

Mr. Davis stated Clearfield City, Syracuse City, and West Point City have designated specific intersections along SR 193 which each City must landscape and maintain. He then stated the landscaping design consists of trees, shrubs, and landscape rock. Mr. Davis then presented the two following Inter-local Agreements to the Council:

UDOT has committed \$343,000 in landscaping funds to Clearfield City, Syracuse City, and West Point City. Mr. Davis stated the Inter-local agreement with UDOT will allow for Clearfield City, Syracuse City, and West Point City to accept the landscape funding from UDOT. He then stated the Inter-local Agreement with UDOT requires West Point City provide the following:

- Maintain from back of curb
- Provide landscaping and irrigation improvements
- Secondary water
- Fences
- Lights and power bills – Mr. Davis stated the agreement with UDOT and State Code requires that Cities maintain and pay for street light bills. He then stated that Syracuse City has agreed to maintain and pay for West Point City street lights along SR 193 and West Point City will pay for secondary water charges.
- Graffiti removal

Council Member Petersen requested Syracuse City and West Point City enter into a formal agreement with regards to responsibilities of both West Point and Syracuse. Mr. Davis stated the Inter-local Agreement specifies that West Point City is responsible for secondary water charges.

Mr. Davis stated West Point City is responsible to maintain the Intersection of 2000 West and SR 193, the north side of the soundwall, trail, and sidewalk from 2000 West to 1550 West.

Mr. Davis recommended the Council approve both the UDOT Cooperative Agreement and the Inter-local Agreement with Clearfield City, Syracuse City, and West Point City.

If approved by the Council, Mr. Laws recommended if the Council authorize the Mayor to sign the agreements.

Council Member Dawson motioned to authorize Mayor Craythorne to sign the Inter-local Agreement with UDOT for Landscaping on SR 193 and accepting \$343,000.

Council Member Turner seconded the motion.

The Council unanimously agreed.

Council Member Henderson motioned to approve the Inter-local Agreement with Syracuse City, Clearfield City and West Point City for landscaping on SR 193 and authorize the Mayor to sign.

Council Member Petersen seconded the motion.

The Council unanimously agreed.

12. Motion to Adjourn to Closed Session

Council Member Dawson motioned to adjourn into a Closed Session.

Council Member Chatterton seconded the motion.

The Council unanimously agreed.

CLOSED SESSION

Immediately following the West Point City Council Meeting - Board Room

1. Call to Order

Council Member Dawson motioned to open the Closed Session.

Council Member Chatterton seconded the motion.

The Council unanimously agreed.

2. Pursuant to UCA §52-4-205(1) (a), to Discuss Personnel.

3. Motion to Adjourn Into The General Session

Council Member Petersen motioned to adjourn into the General Session.

Council Member Henderson seconded the motion.

The Council unanimously agreed.

13. Motion to Adjourn

Council Member Chatterton motioned to adjourn.
Council Member Dawson seconded the motion.

The Council unanimously agreed.

Mayor Craythorne thanked those in attendance.

ERIK CRAYTHORNE, MAYOR DATE

MISTY ROGERS, CITY RECORDER DATE

DRAFT