



## WEST HAVEN CITY SPECIAL COUNCIL AGENDA

**April 28, 2025 3:00 P.M.**

City Council Chambers  
4150 South 3900 West, West Haven, UT  
84401

NOTICE IS HEREBY GIVEN THAT ON **April 28, 2025** THE COUNCIL OF WEST HAVEN CITY WILL HOLD THE FOLLOWING PUBLIC MEETINGS: **3:00 PM: SPECIAL MONDAY CITY COUNCIL MEETING.** JOIN US DIGITALLY FOR THE SPECIAL COUNCIL MEETING AT [HTTPS://US06WEB.ZOOM.US/J/81581435918](https://us06web.zoom.us/j/81581435918). WATCH LIVE AT [HTTP://WWW.YOUTUBE.COM/@CITYOFWESTHAVENUTAH4030](http://www.youtube.com/@cityofwesthavenutah4030).

1. **MEETING CALLED TO ORDER:** Mayor Vanderwood
2. **OPENING CEREMONIES**
  - A. PLEDGE OF ALLEGIANCE Councilmember Morse
  - B. PRAYER/MOMENT OF SILENCE Councilmember Call
3. **UPCOMING EVENTS**

Touch A Truck	May 5, 2025	6:00 PM
The Barn Music Circle	May 25, 2025	7:00 PM
Senior Lunch Bunch	May 28, 2025	11:30 AM

### **\*\*\*AGENDA ACTION ITEMS\*\*\***

4. **ACTION ON CONSENT AGENDA**

A. SPECIAL CITY COUNCIL MINUTES	MEETING HELD	April 8, 2025
B. KAPP CONSTRUCTION	\$109,509.02	Inv.#2500202
C. CXT INCORPORATED	\$116,411.50	Inv.#90097419
D. ANDERSEN ASPHALT	\$142,872.47	Inv.#2212-903
E. THURGOOD ESCAVATING INC.	\$101,029.00	Inv.#2402.06
F. COTTONWOOD TITLE INSURANCE AGENCY	\$53,799.00	Inv.#5099 W 3300 S
5. **INTRODUCTION-CITY PLANNER DAMIAN RODRIGUEZ**
6. **ACTION ON RESOLUTION 20-2025-AWARDING THE BID FOR THE 3300 S IMPROVEMENT PROJECT**
7. **ACTION ON RESOLUTION 21-2025-MEMORANDUM OF UNDERSTANDING BETWEEN WEST HAVEN CITY AND GREEN FARM COMMUNITY LLC**
8. **BUDGET DISCUSSION-COUNCIL WILL DISCUSS THE CURRENT 2024-2025 BUDGET AND PROPOSED 2025-2026 TENTATIVE BUDGET INCLUDING BUT NOT LIMITED TO REVENUES, EXPENSES, AND CAPITAL PROJECTS WITHIN THE GENERAL FUND, CAPITAL PROJECT FUND, CEMETERY FUND, AND STORM WATER FUND.**
9. **ADJOURNMENT**

*Emily Green*

Emily Green, City Recorder

In compliance with the Americans with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the city recorder at 731-4519 or by email: [emilyg@westhavencity.com](mailto:emilyg@westhavencity.com) at least 48 hours in advance of the meeting.

#### **CERTIFICATE OF POSTING**

The undersigned, duly appointed city recorder, does hereby certify that the above notice and agenda has been posted in the West Haven City Recorder's office; at the West Haven City Complex on the Notice Board and at [westhavencity.com](http://westhavencity.com); emailed to the Standard-Examiner with a request that it be posted in their Wednesday night meeting section; mailed and emailed to the West Haven City Mayor and each West Haven City Council Member who has email capacity and to the city attorney



## WEST HAVEN CITY SPECIAL COUNCIL MEETING MINUTES

April 8, 2025 6:00 P.M.

City Council Chambers  
4150 South 3900 West, West Haven, UT 84401

Present:	
Nina Morse	Mayor Pro Tem
Carrie Call	Councilmember
Ryan Saunders	Councilmember
Kim Dixon	Councilmember
Ryan Swapp	Councilmember
Shawn Warnke	City Manager
Emily Green	City Recorder
Excused:	
Rob Vanderwood	Mayor

1. **MEETING BROUGHT TO ORDER:**

*The Council met for a special meeting held in the Council Chambers.*

*Mayor Pro Tem Morse brought the meeting to order at 6:00 PM and welcomed those in attendance.*

2. **OPENING CEREMONIES**

A. PLEDGE OF ALLEGIANCE

Councilmember Call

B. PRAYER/MOMENT OF SILENCE

Councilmember Saunders

3. **UPCOMING EVENTS**

Easter Egg Hunt

April 19, 2025

9:00 AM

Senior Lunch Bunch

April 23, 2025

11:30 AM

Dumpster Days

April 24-26, 2025

Touch A Truck

May 5, 2025

6:00 PM

*Councilmember Dixon said it is not our event but there will be Baby Animal Days April 12, 2025.*

**\*\*\*AGENDA ACTION ITEMS\*\*\***

4. **ACTION ON CONSENT AGENDA**

A. CITY COUNCIL MINUTES

MEETING HELD

March 19, 2025

B. WEBER COUNTY SHERIFF

\$495,949.00

Inv.#61521

**Councilmember Dixon made a motion** to approve the consent agenda. **Councilmember Saunders** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Swapp
NAYS:	
RECUSED:	

5. **ADVICE & CONSENT OF: ONE (1) WEST HAVEN SPECIAL SERVICE DISTRICT BOARD MEMBER APPOINTMENT-**

**Submitted by Mayor Vanderwood** To fill the remainder of one, 4-year term. The new term will be from April 8, 2025 thru December 31, 2025

**Councilmember Swapp made a motion** to table. **Councilmember Saunders** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Morse, Councilmember Saunders, Councilmember Swapp
NAYS:	
RECUSED:	

6. **ACTION ON RESOLUTION 14-2025-AGREEMENT REGARDING THE OPERATION OF THE CONCESSION STANDS**

*Jeff McNair said only a few things were changed in the contract such as the drink vendor.*

**Councilmember Saunders made a motion** to adopt resolution 14-2025. **Councilmember Call** seconded the motion.

<b>AYES:</b>	<b>Councilmember Dixon, Councilmember Morse, Councilmember Call, Councilmember Saunders, Councilmember Swapp</b>
<b>NAYS:</b>	
<b>RECUSED:</b>	

7. **ACTION ON RESOLUTION 19-2025-EXTENSION OF AN EXISTING LEASE AGREEMENT REGARDING THE LEASE OF CITY REAL PROPERTY FOR A 5-ACRE PARCEL OF GROUND LOCATED AT APPROX. 3325 W 4000 S**

*Councilmember Saunders asked who does the upkeep on the fence.*

*Jill Coombs said they do.*

**Councilmember Dixon made a motion** to adopt resolution 19-2025. **Councilmember Swapp** seconded the motion.

<b>AYES:</b>	<b>Councilmember Dixon, Councilmember Morse, Councilmember Call, Councilmember Saunders, Councilmember Swapp</b>
<b>NAYS:</b>	
<b>RECUSED:</b>	

8. **DISCUSSION-DATES FOR A BUDGET WORKSHOP MEETING**

*City Council decided on April 28, 2025, at 3:00 PM.*

9. **ADJOURNMENT**

**Councilmember Call made a motion** to adjourn at 6:19 PM. **Councilmember Saunders** seconded the motion.

<b>AYES:</b>	<b>Councilmember Dixon, Councilmember Call, Councilmember Morse, Councilmember Saunders, Councilmember Swapp</b>
<b>NAYS:</b>	
<b>RECUSED:</b>	

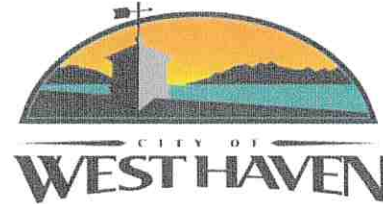
*Emily Green*

City Recorder

Date Approved:

## STAFF REPORT

TO: Shawn Warnke  
City Manager  
FROM: Ed Mignone, City Engineer  
John Wallace, Public Works Director  
DATE: April 22, 2025  
RE: Recommendation of Contract Award  
Recommendation to Enter Into Interlocal Agreement with Taylor West Weber Water  
3300 S Roadway Improvement Project



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### Background

The Council is aware that with the relocation of power poles by Rocky Mountain Power, the City would be able to proceed with road widening and associated improvements on 3300 S (project location map attached).

The City received seven (7) bids on April 10, 2025 for the 3300 S Roadway Improvement Project. All seven (7) bids were found to be responsive and responsible. A detailed bid tabulation for all the bidders is attached. The inclusive bid summary is attached, however for clarity, the four (4) lowest bidders were:

Staker Parson Companies	<b>\$2,157,000.00</b>
Mountain West Industrial, LLC	\$2,308,267.24
Marsh Construction	\$2,310,251.50
Leon Poulsen Construction Co. Inc.	\$2,420,197.00

The low bid was from Staker Parsons Companies

### Discussion

Staff has previously expressed the successful working relationship between the City and Staker Parson on several major projects. Staff expects that Stake Parson will continue to deliver successful projects on the City's behalf.

In addition, as has been the case with past similar large-scale projects, other utility companies have taken advantage of the opportunity to upgrade/replace their facilities concurrently with the road improvements. Taylor West Weber Water Improvement District (TWWWID) had expressed their interest in replacing their existing waterline within 3300 S within the same project limits. If TWWWID were to pursue their project, the City would not have to move water meters, fire hydrants, and remove waterline conflicting with the new storm drain as part of the roadway improvements.

The parties decided that it was in each of their respective interests for TWWWID to design, procure, administer, and manage construction of the "waterline" project. The work originally intended to be conducted under the road project would be completed by TWWWID and the City will reimburse TWWWID for those specific costs.

The City will coordinate Project inspections with TWWWID. TWWWID provide inspections of all



Shawn Warnke

April 22, 2025

RE: Recommendation of Contract Award

Recommendation to Enter Into Interlocal Agreement with Taylor West Weber Water  
3300 S Roadway Improvement Project

Page 2 of 2

waterline project work. TWWWID shall make payment in full to their waterline project contractor and request reimbursement from West Haven.

West Haven will pay the actual costs of construction work for the bid items identified as West Haven items in Exhibit A in the Agreement attached to the resolution prepared by the City Attorney.

**Recommendation**

Staff has reviewed the submitted bid packages and recommends the Council award a contract to Staker Parson Companies in the amount of **\$2,157,00.00** for the 3300 S Roadway Improvement Project.

The Staff further recommends that the City enter into an interlocal agreement with TWWWID that will allow certain required waterline-related improvements to be made under a larger TWWWID project and the City will reimburse TWWWID for actual costs incurred.

EJM/JW: ejm

Attachments: Project Location Map

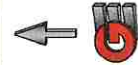
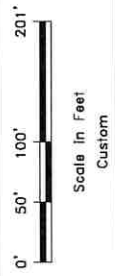
Bid Summary for all Bids Received 3300 S Roadway Improvement Project

Detailed Bid Tabulation 3300 S Roadway Improvement Project

Revisions		Date	Description	Designed Drawn Checked Scale: _____ DATE



1



BID RESULTS		
WEST HAVEN CITY CORPORATION	<i>7 Bids Received</i>	
<b>3300 South Roadway Improvement Project</b>		
BID Opening April 10, 2025		
COMPANY	BID AMOUNT TOTAL	RANK
Staker Parson Companies	\$2,157,000.00	1
Mountain West Industrial, LLC	\$2,308,267.24	2
Marsh Construction	\$2,310,251.50	3
Leon Poulsen Construction Co, Inc	\$2,420,197.00	4
Strong Excavation & Construction	\$2,521,601.04	5
Skyview Excavation & Grading, Inc	\$2,665,994.00	6
Landmark Excavating, Inc	\$3,001,000.95	7



3300 South Roadway Improvement Project																	
West Haven City				Staker Parson		Mountain West Industrial, LLC		Marsh Construction		Leon Poulsen Construction		Strong Excavation		Skyview Excavation		Landmark Excavation	
DETAILED BID TAB																	
ITEM	DESCRIPTION	QTY	UNIT OF MEASURE	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
4/10/2025	PROJECT LIMIT: 4700 West to 5100 West			RANK 1		RANK 2		RANK 3		RANK 4		RANK 5		RANK 6		RANK 7	
1	Mobilization and Demobilization	1	LS	\$ 33,855.00	\$ 33,855.00	\$ 40,754.91	\$ 40,754.91	\$ 75,000.00	\$ 75,000.00	\$ 164,000.00	\$ 164,000.00	\$ 44,193.79	\$ 44,193.79	\$ 155,000.00	\$ 155,000.00	\$ 220,000.00	\$ 220,000.00
2	Site Clearing	1	LS	\$ 21,000.00	\$ 21,000.00	\$ 11,300.00	\$ 11,300.00	\$ 50,000.00	\$ 50,000.00	\$ 30,000.00	\$ 30,000.00	\$ 194,493.60	\$ 194,493.60	\$ 12,000.00	\$ 12,000.00	\$ 100,000.00	\$ 100,000.00
3	Roadway Excavation	4,859	CY	\$ 20.00	\$ 97,180.00	\$ 33.90	\$ 164,720.10	\$ 16.00	\$ 87,462.00	\$ 15.00	\$ 72,885.00	\$ 20.06	\$ 101,941.82	\$ 15.00	\$ 72,885.00	\$ 23.65	\$ 115,887.15
4	Rotomill	7,144	SY	\$ 3.00	\$ 21,432.00	\$ 3.15	\$ 22,503.90	\$ 6.50	\$ 46,436.00	\$ 2.50	\$ 17,860.00	\$ 5.56	\$ 39,863.52	\$ 5.00	\$ 35,720.00	\$ 4.95	\$ 35,362.80
5	Sawcut	995	LF	\$ 3.30	\$ 3,283.50	\$ 2.26	\$ 2,248.70	\$ 3.00	\$ 2,985.00	\$ 1.00	\$ 995.00	\$ 1.53	\$ 1,522.35	\$ 3.00	\$ 2,985.00	\$ 3.00	\$ 2,985.00
6	Remove Asphalt	787	SY	\$ 4.00	\$ 3,148.00	\$ 6.93	\$ 5,453.91	\$ 9.00	\$ 7,083.00	\$ 6.50	\$ 5,127.50	\$ 29.75	\$ 23,413.25	\$ 10.00	\$ 7,870.00	\$ 7.75	\$ 6,099.25
7	Remove Curb & Gutter	35	LF	\$ 20.00	\$ 700.00	\$ 16.85	\$ 589.25	\$ 12.00	\$ 420.00	\$ 12.50	\$ 437.50	\$ 23.96	\$ 838.60	\$ 8.00	\$ 280.00	\$ 12.00	\$ 420.00
8	Remove Concrete	1,150	SY	\$ 5.75	\$ 6,612.50	\$ 5.65	\$ 6,497.50	\$ 9.00	\$ 10,350.00	\$ 2.50	\$ 2,875.00	\$ 7.74	\$ 8,901.00	\$ 4.00	\$ 4,600.00	\$ 9.50	\$ 10,925.00
9	Remove Concrete Irrigation Ditch	130	LF	\$ 20.00	\$ 2,600.00	\$ 28.25	\$ 3,672.50	\$ 30.00	\$ 3,900.00	\$ 24.00	\$ 3,120.00	\$ 9.10	\$ 1,183.00	\$ 6.00	\$ 1,040.00	\$ 14.00	\$ 1,820.00
10	Remove Large Tree	18	EA	\$ 735.00	\$ 13,230.00	\$ 791.00	\$ 14,238.00	\$ 1,500.00	\$ 27,000.00	\$ 1,500.00	\$ 27,000.00	\$ 1,021.90	\$ 18,394.20	\$ 1,500.00	\$ 27,000.00	\$ 690.00	\$ 15,300.00
11	Remove / Grnd Large Tree Stump (4965 W)	1	EA	\$ 892.50	\$ 892.50	\$ 960.50	\$ 960.50	\$ 7,000.00	\$ 7,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,020.55	\$ 1,020.55	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00
12	Remove Existing Fence within the Right-of-Way	1,640	LF	\$ 8.40	\$ 13,776.00	\$ 9.04	\$ 14,825.60	\$ 10.00	\$ 16,400.00	\$ 3.50	\$ 5,740.00	\$ 5.10	\$ 8,364.00	\$ 2.00	\$ 3,280.00	\$ 4.75	\$ 7,790.00
13	Temporary Construction Fence	450	LF	\$ 8.40	\$ 3,780.00	\$ 9.04	\$ 4,068.00	\$ 12.00	\$ 5,400.00	\$ 4.00	\$ 1,800.00	\$ 20.41	\$ 9,184.50	\$ 22.00	\$ 9,900.00	\$ 17.00	\$ 7,650.00
14	Relocate / Replace Mailbox	19	EA	\$ 750.00	\$ 14,250.00	\$ 762.50	\$ 5,387.50	\$ 600.00	\$ 9,500.00	\$ 400.00	\$ 7,600.00	\$ 514.15	\$ 9,768.85	\$ 300.00	\$ 5,700.00	\$ 750.00	\$ 14,250.00
15	Relocate Traffic Sign	8	EA	\$ 475.00	\$ 3,800.00	\$ 508.50	\$ 4,068.00	\$ 350.00	\$ 2,800.00	\$ 800.00	\$ 6,400.00	\$ 514.15	\$ 4,113.20	\$ 550.00	\$ 4,400.00	\$ 625.00	\$ 6,500.00
16	Relocate Pedestrian RFB Warning Sign / School Crossing (Sta 3+85)	1	EA	\$ 3,675.00	\$ 3,675.00	\$ 1,243.00	\$ 1,243.00	\$ 400.00	\$ 400.00	\$ 2,600.00	\$ 2,600.00	\$ 4,392.26	\$ 4,392.26	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00
17	Remove & Dispose Existing Storm Drain & Irrigation Pipe / Culvert	1,250	LF	\$ 21.00	\$ 26,250.00	\$ 33.34	\$ 41,675.00	\$ 30.00	\$ 37,500.00	\$ 20.00	\$ 25,000.00	\$ 13.90	\$ 17,375.00	\$ 35.00	\$ 43,750.00	\$ 12.00	\$ 15,000.00
18	Remove & Dispose Existing Storm Drain & Irrigation Structure	10	EA	\$ 1,207.00	\$ 12,070.00	\$ 1,073.50	\$ 10,735.00	\$ 1,500.00	\$ 15,000.00	\$ 1,150.00	\$ 11,500.00	\$ 430.41	\$ 4,304.10	\$ 600.00	\$ 5,000.00	\$ 900.00	\$ 9,000.00
19	Replace Ex SD Box Lid/Grate w/ MH Lid / Adjust to Grade (Sta 1+48)	1	EA	\$ 3,292.00	\$ 3,292.00	\$ 2,542.50	\$ 2,542.50	\$ 1,200.00	\$ 1,200.00	\$ 3,135.00	\$ 3,135.00	\$ 1,788.05	\$ 1,788.05	\$ 1,850.00	\$ 1,850.00	\$ 5,000.00	\$ 5,000.00
20	Adjust Existing SD Box & Catch Basin Rim	2	EA	\$ 2,205.00	\$ 4,410.00	\$ 1,299.50	\$ 2,599.00	\$ 500.00	\$ 1,000.00	\$ 2,100.00	\$ 4,200.00	\$ 1,788.07	\$ 3,576.14	\$ 2,500.00	\$ 5,000.00	\$ 1,450.00	\$ 2,900.00
21	Relocate / Adjust Sewer Cleanout & Lateral	17	EA	\$ 1,915.00	\$ 32,555.00	\$ 1,864.50	\$ 31,696.50	\$ 2,600.00	\$ 47,600.00	\$ 1,625.00	\$ 31,025.00	\$ 695.94	\$ 15,230.98	\$ 3,000.00	\$ 51,000.00	\$ 2,660.00	\$ 45,620.00
22	Adjust Water Meter Lid	10	EA	\$ 655.00	\$ 6,550.00	\$ 647.50	\$ 6,475.00	\$ 350.00	\$ 3,500.00	\$ 605.00	\$ 6,050.00	\$ 481.56	\$ 4,815.60	\$ 1,200.00	\$ 12,000.00	\$ 1,000.00	\$ 10,000.00
23	Relocate Water Spigot / Yard Hydrant (4969 W)	1	EA	\$ 1,600.00	\$ 1,600.00	\$ 1,977.50	\$ 1,977.50	\$ 1,500.00	\$ 1,500.00	\$ 1,525.00	\$ 1,525.00	\$ 573.23	\$ 573.23	\$ 6,500.00	\$ 6,500.00	\$ 1,100.00	\$ 1,100.00
24	Adjust & Collar Existing Manhole	14	EA	\$ 1,035.00	\$ 14,490.00	\$ 960.50	\$ 13,447.00	\$ 1,000.00	\$ 14,000.00	\$ 965.00	\$ 13,790.00	\$ 796.55	\$ 10,551.70	\$ 1,550.00	\$ 21,700.00	\$ 2,600.00	\$ 36,400.00
25	Adjust & Collar Existing Valve	17	EA	\$ 700.00	\$ 11,900.00	\$ 734.50	\$ 12,486.50	\$ 1,000.00	\$ 17,000.00	\$ 665.00	\$ 11,305.00	\$ 760.73	\$ 12,952.41	\$ 850.00	\$ 14,450.00	\$ 1,900.00	\$ 32,300.00
26	Protect in Place / Stabilize Existing Power Pole	2	EA	\$ 800.00	\$ 1,600.00	\$ 2,625.00	\$ 5,650.00	\$ 500.00	\$ 1,000.00	\$ 1,500.00	\$ 3,000.00	\$ 2,266.69	\$ 4,533.38	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
27	15" RCP Storm Drain	1,250	LF	\$ 73.50	\$ 91,875.00	\$ 79.10	\$ 98,875.00	\$ 71.00	\$ 88,750.00	\$ 70.00	\$ 87,500.00	\$ 95.71	\$ 119,637.50	\$ 82.00	\$ 102,500.00	\$ 93.00	\$ 116,250.00
28	18" RCP Storm Drain	1,530	LF	\$ 82.00	\$ 125,460.00	\$ 83.79	\$ 143,498.70	\$ 77.00	\$ 117,810.00	\$ 76.00	\$ 116,340.00	\$ 90.67	\$ 139,031.10	\$ 96.00	\$ 149,940.00	\$ 113.00	\$ 172,890.00
29	36" RCP Storm Drain	35	LF	\$ 278.00	\$ 9,730.00	\$ 435.00	\$ 15,225.75	\$ 200.00	\$ 7,000.00	\$ 265.00	\$ 9,275.00	\$ 147.45	\$ 5,160.75	\$ 275.00	\$ 9,625.00	\$ 467.00	\$ 16,345.00
30	Storm Drain Catch Basin (2.5 FT x 4 FT)	7	EA	\$ 6,195.00	\$ 43,365.00	\$ 4,746.00	\$ 33,222.00	\$ 4,900.00	\$ 28,000.00	\$ 4,613.76	\$ 24,300.00	\$ 4,613.76	\$ 32,295.32	\$ 3,650.00	\$ 25,550.00	\$ 4,200.00	\$ 29,400.00
31	3 FT x 4 FT Storm Drain Box with Grate	4	EA	\$ 7,080.00	\$ 28,320.00	\$ 5,767.00	\$ 23,068.00	\$ 4,400.00	\$ 17,600.00	\$ 5,790.00	\$ 23,000.00	\$ 6,280.42	\$ 25,121.68	\$ 4,500.00	\$ 18,000.00	\$ 4,300.00	\$ 17,200.00
32	4 FT x 4 FT Storm Drain Box with MH Lid	1	EA	\$ 8,465.00	\$ 8,465.00	\$ 5,593.50	\$ 5,593.50	\$ 4,700.00	\$ 4,700.00	\$ 7,000.00	\$ 7,000.00	\$ 6,022.54	\$ 6,022.54	\$ 5,200.00	\$ 5,200.00	\$ 9,840.00	\$ 9,840.00
33	5 FT Storm Drain Manhole	2	EA	\$ 11,025.00	\$ 22,050.00	\$ 6,814.00	\$ 17,628.00	\$ 5,000.00	\$ 10,000.00	\$ 11,000.00	\$ 22,000.00	\$ 7,765.16	\$ 15,570.32	\$ 7,500.00	\$ 15,000.00	\$ 6,900.00	\$ 13,800.00
34	2 FT x 2 FT Field Drain																



**Resolution No. 20-2025**

**RESOLUTION OF WEST HAVEN CITY AWARDING A BID FOR THE 3300 SOUTH IMPROVEMENT PROJECT; AUTHORIZING THE CITY MAYOR TO SIGN THIS RESOLUTION; AND, PROVIDING FOR AN EFFECTIVE DATE.**

**SECTION I – RECITALS:**

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

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution including, but not limited to entering into agreements with regarding protecting and promoting the health, safety, and welfare of the public; and,

WHEREAS, the City issued a Request for Proposal ("RFP") to find a qualified individual or firm to provide bids for the 3300 South Improvement Project for the City; and

WHEREAS, the City held a bid opening for the proposals received in response to the RFP; and

WHEREAS, the City reviewed all the proposals; and

WHEREAS, the City analyzed the costs outlined in the proposals and whether the proposals met the requirements outlined in the RFP; and

WHEREAS, after the City's review, the City wishes to award the bid to Staker Parson who best met the needs of the City as outlined in the requirements in the RFP; and

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

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

**SECTION II. :**

1. That Staker Parson is awarded the bid for the following project: 3300 South Improvement Project.
2. That Staker Parson's bid is attached as Attachment "A".
3. That the City Manager is authorized to sign any and all documents necessary to enter into a contract or agreement with Staker Parson, that coincides with their bid, including signing a contract or agreement itself.

4. That the Mayor is authorized to sign this Resolution.

The foregoing Recitals are fully incorporated herein.

**SECTION III. PRIOR ORDINANCES AND RESOLUTIONS:**

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

**SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:**

All orders, and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this repeal shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

**SECTION V - SAVINGS CLAUSE:**

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of West Haven City.

**SECTION VI. DATE OF EFFECT**

This Resolution shall be effective immediately upon its passage on the 28th day of April 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 28th day of April 2025.

WEST HAVEN CITY

\_\_\_\_\_  
Mayor Rob Vanderwood

ATTEST:

\_\_\_\_\_  
Emily Green, City Recorder



Mayor Rob Vanderwood

Yes \_\_\_\_\_

No \_\_\_\_\_

Councilmember Carrie Call

Yes \_\_\_\_\_

No \_\_\_\_\_

Councilmember Kim Dixon

Yes \_\_\_\_\_

No \_\_\_\_\_

Councilmember Nina Morse

Yes \_\_\_\_\_

No \_\_\_\_\_

Councilmember Ryan Saunders

Yes \_\_\_\_\_

No \_\_\_\_\_

Councilmember Ryan Swapp

Yes \_\_\_\_\_

No \_\_\_\_\_

DRAFT

**ATTACHMENT “A”**

**ATTACHED TO RESOLUTION NO. 20-2025**

**BID DOCUMENTS OF STAKER PARSON**

DRAFT



**STAKER | PARSON**  
C O M P A N I E S

Staker & Parson Companies

## SECTION 1.3 A - BID FORM

### 3300 South Roadway Improvement Project

#### ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

West Haven City; at the City Hall located at 4150 South 3900 West, West Haven, UT 84401

Please mark on the outside of your bid the name of the project: 3300 South Roadway Improvement Project

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

#### ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

#### ARTICLE 3 – BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.:

Addendum Date:

\_\_\_\_\_  
\_\_\_\_\_

B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.

F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.

- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

#### ARTICLE 4 – BIDDER’S CERTIFICATION

##### 4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
  - 1. “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
  - 2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  - 3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
  - 4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

CONTRACTOR NAME: Stalker Parson Companies

## 3300 South Roadway Improvement Project

### BID FORM

ITEM	DESCRIPTION	QUANTITY	UNIT of Measure	UNIT COST	TOTAL
1	Mobilization and Demobilization	1	LS	33,855.00	\$33,855.00
2	Site Clearing	1	LS	21,000.00	\$21,000.00
3	Roadway Excavation	4,859	CY	20.00	\$97,180.00
4	Rotomill	7,144	SY	3.00	\$21,432.00
5	Sawcut	995	LF	3.30	\$3,283.50
6	Remove Asphalt	787	SY	4.00	\$3,148.00
7	Remove Curb & Gutter	35	LF	20.00	\$700.00
8	Remove Concrete	1,150	SY	5.75	\$6,612.50
9	Remove Concrete Irrigation Ditch	130	LF	20.00	\$2,600.00
10	Remove Large Tree	18	EA	735.00	\$13,230.00
11	Remove / Grind Large Tree Stump (4965 W)	1	EA	892.50	\$892.50
12	Remove Existing Fence within the Right-of-Way	1,640	LF	8.40	\$13,776.00
13	Temporary Construction Fence	450	LF	8.40	\$3,780.00
14	Relocate / Replace Mailbox	19	EA	750.00	\$14,250.00
15	Relocate Traffic Sign	8	EA	475.00	\$3,800.00
16	Relocate Pedestrian RRFB Warning Sign / School Crossing (Sta 3+85)	1	EA	3,675.00	\$3,675.00
17	Remove & Dispose Existing Storm Drain & Irrigation Pipe / Culvert	1,250	LF	21.00	\$26,250.00
18	Remove & Dispose Existing Storm Drain & Irrigation Structure	10	EA	1,207.00	\$12,070.00
19	Replace Ex SD Box Lid/Grate w MH Lid / Adjust to Grade (Sta 1+48)	1	EA	3,292.00	\$3,292.00
20	Adjust Existing SD Box & Catch Basin Rim	2	EA	2,205.00	\$4,410.00
21	Relocate / Adjust Sewer Cleanout & Lateral	17	EA	1,915.00	\$32,555.00
22	Adjust Water Meter Lid	10	EA	655.00	\$6,550.00
23	Relocate Water Spigot / Yard Hydrant (4869 W)	1	EA	1,600.00	\$1,600.00
24	Adjust & Collar Existing Manhole	14	EA	1,035.00	\$14,490.00
25	Adjust & Collar Existing Valve	17	EA	700.00	\$11,900.00
26	Protect in Place / Stabilize Existing Power Pole	2	EA	800.00	\$1,600.00
27	15" RCP Storm Drain	1,250	LF	73.50	\$91,875.00
28	18" RCP Storm Drain	1,530	LF	82.00	\$125,460.00
29	36" RCP Storm Drain	35	LF	278.00	\$9,730.00



30	Storm Drain Catch Basin (2.5 FT x 4 FT)	7	EA	6,145.00	\$ 43,365.00
31	3 FT x 4 FT Storm Drain Box with Grate	4	EA	7,080.00	\$ 28,320.00
32	4 FT x 4 FT Storm Drain Box with MH Lid	1	EA	8,465.00	\$ 8,465.00
33	5 FT Storm Drain Manhole	2	EA	11,025.00	\$ 22,050.00
34	2 FT x 2 FT Field Drain Box	4	EA	2,892.00	\$ 11,528.00
35	1 FT Inline Yard Drain Box	2	EA	1,969.00	\$ 3,938.00
36	6" PVC Pipe (SDR-35)	150	LF	54.60	\$ 8,190.00
37	Connect Existing Drain Pipe to New Storm Drain	5	EA	787.50	\$ 3,937.50
38	Connect New Storm Drain Pipe to Ex Storm Drain	2	EA	1,837.00	\$ 3,674.00
39	Stabilization Fabric	2,026	SY	2.00	\$ 4,052.00
40	Structural Fill	5,159	TON	18.50	\$ 95,441.50
41	Subbase (8")	5,750	TON	19.00	\$ 109,250.00
42	Untreated Base Course (6")	6,179	TON	22.00	\$ 135,938.00
43	Asphalt APWA 2017 HMA (4")	3,562	TON	90.00	\$ 320,580.00
44	Asphalt Overlay / Rebuild Crown	350	TON	90.00	\$ 31,500.00
45	Road Stabilization / Dust Control Treatment	66	TON	18.00	\$ 1,188.00
46	Asphalt Driveway (3" Depth)	62	TON	218.00	\$ 13,516.00
47	Concrete Driveway (4" Depth)	8,510	SF	7.35	\$ 62,548.50
48	Gravel Driveway (6" Depth)	1,594	TON	36.50	\$ 58,181.00
49	Roadbase Driveway (6" Depth)	326	TON	14.00	\$ 4,564.00
50	Concrete Driveway Approach (Type B)	4,431	SF	12.50	\$ 55,387.50
51	Concrete Curb & Gutter (Type A)	4,085	LF	23.00	\$ 93,955.00
52	Concrete Sidewalk (6 FT Wide)	24,570	SF	7.35	\$ 180,589.50
53	Pedestrian ADA Access Ramp	7	EA	1,155.00	\$ 8,085.00
54	Landscape Rock with Fabric (4" Depth)	44	CY	204.00	\$ 8,976.00
55	Irrigation Restoration	15	PARCEL	1,685.00	\$ 25,275.00
56	Topsoil Import	276	CY	82.00	\$ 22,632.00
57	Sod	25,140	SF	1.15	\$ 28,911.00
58	Remove Existing Retaining Walls / Site Work (4949 W)	1	LS	15,500.00	\$ 15,500.00
59	Block Retaining Wall (4949 W)	750	SF	73.00	\$ 54,750.00
60	Barbed Wire Field Fence (UDOT Type A)	270	LF	21.00	\$ 5,670.00
61	Wire Mesh Field Fence (UDOT Type G)	460	LF	21.00	\$ 9,660.00
62	Field Fence Gate (H=4 FT, W=Varies)	100	LF	84.00	\$ 8,400.00

63	Chain Link Fence (H=4 FT)	60	LF	30.00	\$ 1,800.00
64	Vinyl Rail Fence (H=4 FT)	130	LF	30.00	\$ 3,900.00
65	Wood Rail Fence (H=4 FT)	200	LF	36.00	\$ 7,200.00
66	Steel Frame Gate (H=4 FT, W=10 FT)	10	EA	735.00	\$ 7,350.00
67	Steel Panel Gate (H=4 FT, W=10 FT)	4	EA	735.00	\$ 2,940.00
68	2 -inch Conduit for Future Street Light	150	LF	26.00	\$ 3,900.00
69	Survey Street Monument	2	EA	3,225.00	\$ 6,450.00
70	Pavement Marking Paint	1	LS	13,270.00	\$ 13,270.00
71	Pavement Message Paint	30	EA	75.00	\$ 2,250.00
72	Traffic Control & Pedestrian Safety	1	LS	24,290.00	\$ 24,290.00
73	SWPPP / Dust Control	1	LS	10,636.00	\$ 10,636.00
TOTAL BID AMOUNT:					\$ 2,157,000.00

TOTAL BID AMOUNT: \$ 2,157,000.00

TOTAL BID PRICE: (In writing) Two million, One Hundred Fifty-Seven Thousand Dollars and no cents

Addenda Acknowledged - No.: \_\_\_\_\_ Date: \_\_\_\_\_ Int.:

Addenda Acknowledged - No.: \_\_\_\_\_ Date: \_\_\_\_\_ Int.

## 3300 South Roadway Improvement Project

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

Bonds required under Paragraph 6.01 of the General Conditions will be based on the Contract Price.

### ARTICLE 6 – TIME OF COMPLETION

**6.01** Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

**6.03** Bidder accepts the provisions of the Agreement as to liquidated damages.

### ARTICLE 7 – ATTACHMENTS TO THIS BID

**7.01** The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security (See Article 8 of Section 1.2);
- B. List of Proposed Subcontractors (See Section 1.7);
- C. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids;
- D. Contractor's License No.: 4910822-550 [or] Evidence of Bidder's ability to obtain a State Contractor's License and a covenant by Bidder to obtain said license within the time for acceptance of Bids;

### ARTICLE 8 – DEFINED TERMS

**8.01** The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

### ARTICLE 9 – BID SUBMITTAL

**BIDDER:** [Indicate correct name of bidding entity]

Staker Parson Companies

**By:**  
[Signature]

Kyle Blanchard

[Printed name]

Kyle Blanchard

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

**Attest:**  
[Signature]

Rachel Karp

[Printed name]

Rachael Korzep

Title:

Contract Administrator

Submittal Date:

4/9/25

Address for giving notices:

2350 S. 1900 W. Ogden UT 84401

Telephone Number:

(801) 731-1111

Fax Number:

NA

Contact Name and e-mail address:

Kyle Blanchard

Kyle.Blanchard@staker-Parson.com

Bidder's License No.:

4910822-5501

B100, E100, S310

## SECTION 1.6 - QUALIFICATIONS STATEMENT

**THE INFORMATION SUPPLIED IN THIS DOCUMENT IS CONFIDENTIAL TO THE  
EXTENT PERMITTED BY LAWS AND REGULATIONS**

### 1. SUBMITTED BY:

Official Name of Firm:

Staker Parson Companies

Address:

2350 S. 1900 W. Ogden UT, 84401

### 2. SUBMITTED TO:

Gardner Engineering / West Haven City

### 3. SUBMITTED FOR:

3300 S Roadway Improvement Project

Owner:

West Haven City

Project Name:

3300 South Roadway Improvement Project

TYPE OF WORK:

3300 South Roadway Improvements including new storm drain and  
roadway widening and reconstruction.

### 4. CONTRACTOR'S CONTACT INFORMATION

Contact Person:

Kyle Blanchard

Title:

Estimator / Project Manager

Phone:

(385) 288-2646

Email:

Kyle.blanchard@stakerparson.com

### 5. AFFILIATED COMPANIES:

Name:

-see Attached

Address:

### 6. TYPE OF ORGANIZATION:



SOLE PROPRIETORSHIP

Name of Owner: \_\_\_\_\_

Doing Business As: \_\_\_\_\_

Date of Organization: \_\_\_\_\_

☐ PARTNERSHIP

Date of Organization: \_\_\_\_\_

Type of Partnership: \_\_\_\_\_

Name of General Partner(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☒ CORPORATION

State of Organization: Utah

Date of Organization: 7-19-02

Executive Officers:

- President: See Attachment

- Vice President(s): Jake Goodlipfe

- Treasurer: \_\_\_\_\_

- Secretary: \_\_\_\_\_



## 7. LICENSING

Jurisdiction:

Utah

Type of License:

Contractor with LRF

License Number:

4910822-5501 B100, E100, S310

## 8. CERTIFICATIONS

CERTIFIED BY:

Disadvantage Business Enterprise:

Minority Business Enterprise:

Woman Owned Enterprise:

Small Business Enterprise:

Other ( ):

## 9. CONSTRUCTION EXPERIENCE:

Current Experience:

List on all uncompleted projects currently under contract (If Joint Venture list each participant's projects separately).

Previous Experience:

List on all projects completed within the last 5 Years (If Joint Venture list each participant's projects separately).

Has firm listed in Section 1 ever failed to complete a construction contract awarded to it?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

Has any Corporate Officer, Partner, Joint Venture participant or Proprietor ever failed to complete a construction contract awarded to them in their name or when acting as a principal of another entity?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

Are there any judgments, claims, disputes or litigation pending or outstanding involving the firm listed in Section 1 or any of its officers (or any of its partners if a partnership or any of the individual entities if a joint venture)?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

I HEREBY CERTIFY THAT THE INFORMATION SUBMITTED HERewith, INCLUDING ANY ATTACHMENTS, IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

NAME OF ORGANIZATION: Stalker Parson Companies  
BY: Kyle Buehl - JLM  
TITLE: Estimator / Project Manager  
DATED: 4-8-25

REQUIRED ATTACHMENTS

1. Current Experience.
2. Previous Experience.

## SECTION 1.7 - LIST OF SUBCONTRACTORS

**1.7 SUBCONTRACTORS:** The following is a breakdown of all subcontractors anticipated to be used to complete this project and their approximate percentage of work to be performed.

<u>Subcontractor</u>	<u>Description of Work</u>	<u>% of Total Project</u>
<u>B. Jackson Construction</u>	<u>Rotomilling</u>	<u>1%</u>
<u>EL Landscaping LLC</u>	<u>landscaping</u>	<u>7%</u>
<u>Leon Poulsen Construction</u>	<u>Pipe / concrete</u>	<u>20%</u>
<u>Rocky Mountain Fence</u>	<u>Fencing</u>	<u>8%</u>
<u>Main line Construction</u>	<u>Striping</u>	<u>1%</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

Total percent of all Subcontractor's work on project: 37%

Contractor: Staker Parson Companies

By: Kyle Blandhard

Title: Estimator / Project manager



**STAKER | PARSON**  
C O M P A N I E S

## Staker & Parson Companies

### CORPORATE PROFILE

#### **BUSINESS OVERVIEW:**

Staker & Parson Companies through its various operating companies, supplies sand, rock, landscape products, ready mixed concrete, asphalt paving and construction services throughout the Intermountain West.

Staker & Parson Companies is a wholly owned subsidiary of CRH Americas Materials, Inc. CRH is a global, diversified building materials business and a Fortune 500 company employing 80,000 people at over 3,700 operating locations in 30 countries worldwide.

#### **ANNUAL PRODUCTION:**

Sand & Rock Products 20.7M tons; Ready Mix Concrete 3.1M; Cubic yds. Asphalt 2.7M tons

#### **ANNUAL SALES:**

\$1,100 Million (\$500,000,000 contract dollar bonding limit).

#### **NUMBER OF EMPLOYEES:**

2650

#### **PLACE OF BUSINESS:**

Headquarters in Ogden, Utah - Branch offices in Utah, Idaho & Nevada

#### **OFFICERS:**

Scott W. Parson	President & CEO
Mike Kurz	Region President
Jared Hyde	CFO, Treasurer & Secretary
Scott Hinerman	VP of Finance & Asst. Secretary
Lane Boyer	Region CFO & Asst. Secretary
James Larsen	Corporate Controller & Asst. Secretary
Ryan Olsen	Asst. Corporate Controller & Asst. Secretary

#### **BANK & TRADE REFERENCES:**

Bank of America  
PO Box 27025  
Richmond, VA 23261  
[www.bankvood.com](http://www.bankvood.com)  
(888) 589-3473

Lafarge Holcim (US)  
26571 Network Place  
Chicago, IL 60673-1265  
(801) 829-5566  
Attn: Tim Bochnowski

Ash Grove Cement Company  
P.O. Box 25900  
Overland Park, KS 66225  
(913) 319-6145  
Attn: Jim Gray  
[Jim.gray@ashgrove.com](mailto:Jim.gray@ashgrove.com)

Elwood Staffing  
PO Box 1024  
Columbus, IN 47202-1024  
(801) 971-1911  
Attn: Dave Stryker

Wheeler Equipment  
4901 W. 2100 S.  
Salt Lake City, Utah 84120  
(435) 251-8425  
Attn: Dana Armijo

#### **CONTRACTOR'S LICENSES:**

Utah-Contractor's License  
Idaho-Contractor's License  
Nevada-General Engineering Contractor's License  
Oregon-Contractor's License  
Wyoming-Highway Department Contractor Pre-qualification (no license required)  
Arizona-Contractor's License

#### **BONDING & INSURANCE:**

BONDING  
Marsh USA  
Attn: Tina Davis  
60 E. South Temple  
Salt Lake City, UT 84111  
(800) 574-7444

INSURANCE  
Liberty Mutual  
Attn: Michelle Hopkins & Stan Esposito  
One North Shore Center,  
12 Federal Street, Suite 310  
Pittsburgh, PA 15212-5706  
(412) 231-1331 ext. 35395

#### **FEDERAL TAX ID NUMBER:**

87-0674587



**OPERATING COMPANIES:**



**Staker Parson Materials & Construction**

2350 South 1900 West, Ste. 100  
Ogden, UT 84401-3481  
Phone: (801) 731-1111  
Fax: (801) 731-8800



**Burdick Materials**

1368 South 3000 West  
PO Box 459  
Roosevelt, UT 84066-0459  
Phone: (435) 722-5013  
Fax: (435) 722-2810



**Hales Sand & Gravel**

408 West 100 South  
PO Box 279  
Redmond, UT 84652-0279  
Phone: (435) 529-7434  
Fax: (435) 529-7400



**IDAHO MATERIALS  
& CONSTRUCTION**  
A CRH COMPANY

**Idaho Materials & Construction**  
(Boise, Nampa, Twin Falls and  
Pocatello)

924 Sugar Ave  
PO Box 1310  
Nampa, ID 83653-1310  
Phone: (208) 466-5001  
Fax: (208) 466-5166



**JACK B. PARSON**  
READY MIX CONCRETE  
A CRH COMPANY

**Jack B. Parson Ready Mix Concrete**

80 West 13490 South  
Draper, UT 84020-7213  
Phone: (801) 871-6600  
Fax: (801) 871-6604



**NIELSON**  
CONSTRUCTION & MATERIALS  
A CRH COMPANY

**Nielson Construction & Materials**

825 North Loop Rd.  
Huntington, UT 84528  
Phone: (435) 687-2494  
Fax: (435) 687-9721



**REYNOLDS EXCAVATION**  
DEMOLITION & UTILITIES  
A CRH COMPANY

**Reynolds Excavation, Demolition  
& Utilities**

80 West 13490 South  
Draper, UT 84020-7213  
Phone: (801) 871-6600  
Fax: (801) 871-6604



**STAKER PARSON**  
LANDSCAPE CENTERS  
A CRH COMPANY

**Staker Parson Landscape Centers**

1730 N Beck Street  
Salt Lake City, UT 84116  
Phone: (801) 258-3900



**WESTERN ROCK**  
PRODUCTS  
A CRH COMPANY

**Western Rock Products**

820 North 1080 East  
St George, UT 84770  
Phone: (435) 628-4384  
Fax: (435) 628-1248

**PURCHASING REQUIREMENTS:** Purchase orders required on all purchases

## CURRENT EXPERIENCE

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
Syracuse 2024 Road Improvement Project	Name: Brian Bloemen Address: Syracuse Public Works Telephone: 801-825-7235	Name: Brian Bloemen Company: Syracuse Public Works Telephone: 801-825-7235	5-28-2024	Overlays & Re-Constructs	In-Progress	\$3 Million
Evanston 2024 Street Maintenance Project	Name: Damon Newsome Address: City of Evanston Telephone: 307-783-1000	Name: Damon Newsome Company: City of Evanston Telephone: 307-783-1000	7-8-2024	Re-Construct	In-Progress	\$812,000.00
Syracuse Parks Maintenance Facility	Name: Brian Bloemen Address: Syracuse Public Works Telephone: 801-825-7235	Name: Brian Bloemen Company: Syracuse Public Works Telephone: 801-825-7235	8-9-2024	New Construction	Not Started	\$90,000.00
West 12th Street Corridor Phase 4	Name: Gary Myers Address: Weber County Telephone: 801-399-8440	Name: Joy Whalen Company: Wasatch Civil Telephone: 801-775-9191	6-11-2024	Re-Construct & Widening	Not Started	\$14 Million
Clearfield City University Park Blvd.	Name: Brad Wheeler Address: Clearfield City Telephone: 801-525-4419	Name: Brandon Jones Company: Jones & Associates Telephone: 801-476-9767	7-31-2024	Overlay	Starting Soon	\$180,000.00
	Name: Address: Telephone:	Name: Company: Telephone:				
	Name: Address: Telephone:	Name: Company: Telephone:				

## Concrete Curb/Sidewalk Experience

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
Clinton 800 N; 2000 W To 3000 W	Name: Clinton City Corp Address: 2267 N 1500 W Telephone: (801) 614-0700	Name: Bryce Wilcox Company: JUB Engineering Telephone: (801) 725-5002	2022	Re-Construct	Complete	2.5 Million
Clearfield 800; N 450 W Extension	Name: Clearfield City Corp Address: 497 S Main St. Telephone: (801) 525-4419	Name: Todd Freeman Company: CEC Telephone: (801) 866-3765	2020	Re-Construct	Complete	2.0 Million
26th Street, Washington To Wall	Name: Ogden City Corp. Address: 2549 S Washington Blvd Telephone: (801) 629-8000	Name: Taylor Neilsen Company: Ogden City Corp. Telephone: (801) 629-8000	2021	Re-Construct	Complete	5.0 Million
	Name: Address: Telephone:	Name: Company: Telephone:				
	Name: Address: Telephone:	Name: Company: Telephone:				
	Name: Address: Telephone:	Name: Company: Telephone:				

## Asphalt Pavement Experience

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
1300 North Reconstruct Main St to 1285	Name: Clinton City Corp. Address: 2267 N 1500 W Telephone: (801) 614-0700	Name: Bryce Wilcox Company: JUB Engineering Telephone: (801) 725-5002	2022	Paving	Complete	\$700,000
Clinton 800 N; 2000 W To 3000 W	Name: Clearfield City Corp Address: 497 S Main St. Telephone: (801) 525-4419	Name: Todd Freeman Company: CEC Telephone: (801) 866-3765	2020	Re-Construct	Complete	2.0 Million
UDOT SR-66; Porterville To Morgan	Name: UDOT Address: 166 W Southwell St. Telephone: (801) 620-1600	Name: UDOT Company: Telephone: (801) 620-1600	2023	Paving	Complete	1.5 Million
West Haven 2550 South Improvement Project	Name: West Haven City Address: 2550 South West Haven Telephone: 801-731-4519	Name: Ryan Christensen Company: Gardner Engineering Telephone: 801-476-0202	2020	Re-Construct	Complete	1.7 Million
3300 South Road Improvement Project	Name: West Haven City Address: 3300 South West Haven Telephone: 801-731-4519	Name: Ryan Christensen Company: Gardner Engineering Telephone: 801-476-0202	2023	Re-Construct	Complete	2.5 Million
Syracuse 2023 Road Improvement Project	Name: Syracuse City Corp. Address: 3061 2400 W St, Syracuse Telephone: 801-825-7235	Name: Brian Bloemen Company: Syracuse City Corp. Telephone: 801-825-72-35	2023	Re-Construct	Complete	\$469,000
	Name: Address: Telephone:	Name: Company: Telephone:				





# AIA Document A310™ - 2010

## Bid Bond

### CONTRACTOR:

(Name, legal status and address)

Staker & Parson Companies  
2350 South 1900 West  
West Haven, Utah 84401

### SURETY:

(Name, legal status and principal place of business)

Fidelity and Deposit Company of Maryland  
1299 Zurich Way  
Schaumburg, IL 60196-1056  
Inc. in: Illinois

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

### OWNER:

(Name, legal status and address)

West Haven City  
4150 South 3900 West  
West Haven, UT 84401

### BOND AMOUNT:

Five Percent of Bid Amount (5%)

### PROJECT:

(Name, location or address, and Project number, if any)

3300 South Roadway Improvement Project - West Haven City

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 3rd day of April, 2025.

Rachael Korzep  
(Witness)

Kyle Blahut  
(Witness)

Staker & Parson Companies

(Principal)

(Seal)

(Title)

Estimator/Project Manager

Fidelity and Deposit Company of Maryland

(Surety)

(Seal)

(Title) Rachael Korzep

, Attorney-in-Fact

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

Init.

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**ZURICH AMERICAN INSURANCE COMPANY  
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY  
FIDELITY AND DEPOSIT COMPANY OF MARYLAND  
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Christopher Nolan, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Dawn Allan, Makayla A. Bowcut, Tamara B. Ostergaard, Rachael Korzep, of Ogden, Utah**, EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, **any and all bid bonds issued on behalf of Staker & Parson Companies or Staker & Parson Companies dba Jack B. Parsons Companies or dba Staker Parson Materials & Construction, Ogden, Utah each in a penalty not to exceed the sum of \$1,000,000**, each in a penalty not to exceed the sum of \$1,000,000 and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York, the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

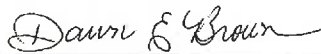
IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 17th day of January, A.D. 2025.

ATTEST:

**ZURICH AMERICAN INSURANCE COMPANY  
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY  
FIDELITY AND DEPOSIT COMPANY OF MARYLAND**



By: Christopher Nolan  
Vice President

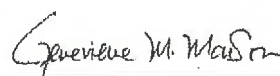


By: Dawn E. Brown  
Secretary

**State of Maryland  
County of Baltimore**

On this 17th day of January, A.D. 2025, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Christopher Nolan, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



Genevieve M. Maison  
Notary Public  
My Commission Expire January 27, 2029



Authenticity of this bond can be confirmed at [bondvalidator.zurichna.com](http://bondvalidator.zurichna.com) or 410-559-8790

## EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

### CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies,  
this 3rd day of April, 2025



*MJ Pethick*

Mary Jean Pethick  
Vice President

**TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:**

Zurich Surety Claims  
1299 Zurich Way  
Schaumburg, IL 60196-1056  
[reportsfclaims@zurichna.com](mailto:reportsfclaims@zurichna.com)  
800-626-4577

Authenticity of this bond can be confirmed at [bondvalidator.zurichna.com](http://bondvalidator.zurichna.com) or 410-559-8790

## SURETY ACKNOWLEDGMENT

STATE OF UTAH                    }  
COUNTY OF WEBER            } **SS**

On this 3rd day of April, 2025, before me personally came RACHAEL KORZEP to me known, who, being by me duly sworn, did depose and say that she is an Attorney-In-Fact of FIDELITY AND DEPOSIT COMPANY OF MARYLAND the corporation described in and which executed the within instrument; that she knows the corporate seal of said corporation, that the seal affixed to the within instrument is such corporate seal, and that she signed the said instrument and affixed the said seal as Attorney-In-Fact of the Board of Directors of said corporation and by authority of this office under the Standing Resolutions thereof.



  
\_\_\_\_\_  
Notary Public



## APPOINTMENT OF AUTHORIZED EMPLOYEES

Pursuant to the authority granted by the Board of Directors of Staker & Parson Companies ("the Company"), Michael Kurz Mountain West Region President of the Company, hereby declares that the following individuals shall be, and each of them hereby is, appointed to serve as an Authorized Employee of the Corporation until his or her resignation, removal, disqualification, or death, and each such individual is hereby authorized to execute and deliver such agreements, documents, certificates and other instruments under the seal of the Company, if required, for the purpose of conducting the Company's business, including selling products, securing construction work, initiating company purchases and entering into contracts, such authority being subject to the dollar amount limitations set forth by the officers of the Company, including but not limited to those designated in the Staker & Parson Companies Financial Authority Approval documentation:

### Authorized Agents Having Powers of a Vice President:

Brent Burr	Jake Goodliffe
Chris Kinnersley	Travis Canfield
John Eric Emerson	Brandon Pack
Roger Rich	Derrick Pack
Tim Brown	Jeff Trosper
Cade Christoffersen	

### \* Authority to sign hauler agreements

Adams, Austin	Chamberlain, McKay	Fisher, Heather
Albrecht, David	Christiansen, Buddy	Foster, Angela
Aldrich, Nikki	Christiansen, Hugh	Fred, Lynn
Allan, Dawn	Christensen, Joel	Freston, Grace
Allen, Joseph	Clark, Pat	Garcia, Krista
Alter, Matt	Clayton, Rosalee	Glancy, Christina
Anderson, Austin	Clevenger, Ross	Goodrich, Lee
Anderson, Brad	Cobbley, Greg	Grantham, Jerry
Anderson, Scott	Coffman, Rylene	Gray, Jamie
Antonio, Francis	*Collard, Bevan	Greene, Rhonda
Argyle, Jory	*Collard, Jeff	Green, Dale
Armstrong, Pat	Conner, Rhandi	Green, Leslie
Atwood, Nick	Cordova, Steve	Griffiths, Monica
Barrett, Shanna	Crocker, James	*Groves, Jon
*Baughman, Frank	Crockett, Kevin	Gunter, Gerald
Bennett, Gary	Crossley, Brooke	Guymon, Jeremy
*Bentley, Tim	Dalley, Mike	Guymon, Tim
Berntson, Brad	Dalton, Brent	Hanks, Mike
Berry, Todd	Davis, Jeff	Hansen, Destrie
Binggeli, Jason	Davis, Shannon	*Hansen, Brad
Boyer, Lane	Dill, Kevin	Hansen, Justin
Braden, Kyle	Doty, Travis	Hayes, Hudd
Broadhead, Jade	Dunn, Peggy	Hernandez, Ed
Braun, Perry	East, Shad	Herring, Chris
Brittain, Thomas	Edmunds, Brent	Hiatt, Phill
Burr, Derek	Edwards, Annette	Hickman, Tony
Burr, Kade	Eells, William	Hill, Robin
Burrows, Kristine	Egbert, Mitch	Hintze, Shane
Butler, Kathren (HK)	Ekart, Alyssa	Hobbs, Jared
Carlson, Dale	*Ellison, Landon	Hogan, Jim
Carter, Cole	*Fabrizio, Craig	Hopkins, Mike
Carter, Mark		

Huschka, Nathan  
 Inama, Adrian  
 Jensen, Brian  
 Jensen, Jeff  
 Johnson, Matt  
 Johnson, Kodey  
 Jolley, Kevin  
 Julian, Norma  
 Keenan, Tim  
 Kelly, Jim  
 \*Kelso, Hal  
 King, Darin  
 Larsen, James  
 Larsen, Mike  
 Law, Kim  
 Leonard, Jeremy  
 Lewis, Mitch  
 Limb, Amy  
 Liu, Cheyenne  
 Lovato, Sammy  
 Lovel, Zachery  
 Luke, Eric  
 Lundell, Colton  
 Lutz, Jason  
 Mantz, Dorace  
 Marshall, Bob  
 Martin, Terrill  
 Martinez, Annie  
 Mason, Jaden  
 Matheson, Bryan  
 Maxfield, James (Dak)  
 Mays, Ashley  
 McCarthy, Nancy  
 McCoy, Brian  
 McFadden, Scott  
 McKickell, Darcy  
 McMillan, Cheryl (Sherry)  
 \*Meikle, Travis  
 Mendoza, Julio  
 Meyers, David  
 Mickles, Shannon  
 Montoya, Kelly  
 Morgan, Kelly  
 Morrill, Clint  
 Moynier, Ryan  
 Murray, Ronan  
 Mustin, Keith

Neilson, Erik  
 Nelson, Iris  
 Nelson, Ray  
 Nelson, Tyson  
 Neumeyer, Ryan  
 \*Newby, Mike  
 Nielson, Lisa  
 Nielson, John  
 Niemeyer, Alice  
 Noorda, Sean  
 Ogden, Steve  
 Olsen, Ryan  
 Olson, Drake  
 \*Oman, Chance  
 Ormes, Angela  
 Ostergaard, Tamera  
 Owen, Matt  
 Packard, Clay  
 Parson, Cooper  
 Peirce, Bobby  
 \*Petersen, Marc  
 Petty, Justin  
 Pond, Greg  
 Ponton, James  
 Poole, Tyler  
 Prill, Dusty  
 Ramm, Justin  
 Rasmussen, Blake  
 Rasmussen, Brock  
 Rich, Roger  
 Richards, Derek  
 \*Rivera, Sean  
 Robinson, James  
 Ross, Kelly  
 Rowley, Craig  
 \*Russell, Ryan  
 Ryan, Cam  
 Sagers, Gregg  
 \*Sargent, Trent  
 Schildhauer, Jill  
 Sharp, Michelle  
 Sheffield, Mark  
 Sibbett, April (Maus)  
 Simpson, Jason  
 Smith, Jayson R  
 Sommer, Aaron  
 \*Spackman, Travis

Speer, Edward  
 Spillman, Michael  
 Stevenson, John  
 Staker, Jonas  
 \*Stinger, Nathan  
 Stocks, Brian  
 Strick, Shane  
 Sullivan, Johnathan  
 Taintor, Rhett  
 Taney, Ben  
 Taron, Michael Shaun  
 Tayler, Brian  
 Taylor, Mark  
 Thackeray, Nicholas  
 Thain, Ryan  
 Thompson, Jerry  
 Thompson, Joshua  
 Thompson, Mike  
 Thurgood, Dave  
 Tranter, Jack  
 Trent, Heather  
 Trosper, Jeff  
 Turja, Shirley  
 VanDyke, Andrew  
 Vowles, Natalie  
 Whalen, Curtis  
 Waite, Glenn  
 Walker, Adam  
 Ward, Shawn  
 Ward, Thomas  
 Warren, Jeff  
 Wilcox, Jeremy  
 Wilden, Joseph  
 \*Wilkes, John  
 Williams, David  
 \*Williams, Taylor  
 Wilson, Dave  
 Wilson, Peter J  
 \*Wood, Kyle  
 Woodruff, Lisa  
 Worthington, Michael  
 Yang, Vickie  
 Yates, Todd  
 \*Ylincheta, Chris  
 Young, Josh  
 Zakotnik, Wayne (Zeke)

Mike Kurz

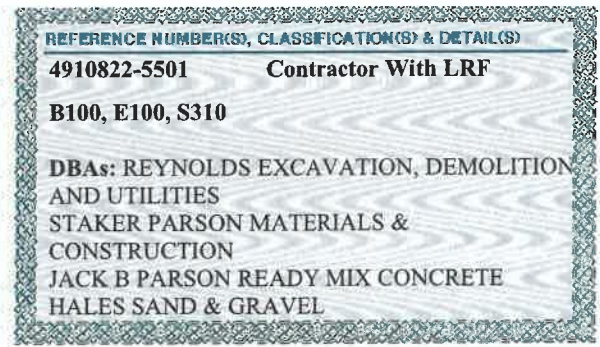
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readyalign

**Michael Kurz**  
 Mountain West Region President

11/11/2022

Date



**IMPORTANT LICENSURE REMINDERS:**

- Your license is valid until the expiration date listed on this form.
- Please note the address listed below. This is your public address of record for the division, and all future correspondence from the division will be mailed to this address. If you move, it is your responsibility to notify us directly of the change. Maintaining your current address with us is the easiest way to ensure continuous licensure.
- This license has been issued to the business entity. Any change in the license's original entity structure requires a new license (i.e. DBA to a Corporation, etc.). Please contact the division before you make such changes.

STAKER & PARSON COMPANIES  
2350 S 1900 W STE 100  
OGDEN UT 84401

Please visit our web site at  
[www.dopl.utah.gov](http://www.dopl.utah.gov) should you have any  
questions in the future.

**STATE OF UTAH  
DEPARTMENT OF COMMERCE  
DIVISION OF PROFESSIONAL LICENSING  
ACTIVE LICENSE**

**EFFECTIVE DATE:** 07/19/2002  
**EXPIRATION DATE:** 11/30/2025  
**ISSUED TO:** STAKER & PARSON COMPANIES  
2350 S 1900 W STE 100  
OGDEN UT 84401



**REFERENCE NUMBER(S), CLASSIFICATION(S) & DETAIL(S)**

**4910822-5501 Contractor With LRF**

**B100, E100, S310**

**DBAs:** REYNOLDS EXCAVATION, DEMOLITION AND UTILITIES  
STAKER PARSON MATERIALS & CONSTRUCTION  
JACK B PARSON READY MIX CONCRETE  
HALES SAND & GRAVEL  
WESTERN ROCK PRODUCTS  
BURDICK MATERIALS  
JACK B PARSON COMPANIES





# CITY OF WEST HAVEN

## CERTIFICATE OF LICENSE

BE IT HEREBY KNOWN THAT: STAKER & PARSON COMPANIES

LICENSE NO: 330  
ACCOUNT NO: S29-24

LOCATED AT: 2350 S 1900 W Ste 100 West Haven, UT 84401

IS LICENSED TO TRANSACT BUSINESS AS: MAJOR  
Ready Mix Concrete, Asphalt Aggregate,  
& Landscaping Products

IN THE CITY OF WEST HAVEN, FOR THE TERM OF 12 MONTHS, COMMENCING THE 1<sup>ST</sup> DAY OF  
JANUARY 2024, AND ENDING THE 31<sup>ST</sup> DAY OF DECEMBER, 2024.

ATTEST:

Rob Vanderwood  
MAYOR

Robyn VanCampen  
DEPUTY CITY RECORDER

POST IN A CONSPICUOUS PLACE  
GOOD ONLY AT ADDRESS SPECIFIED



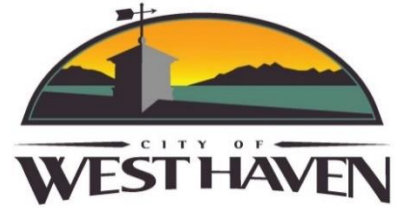
## STAFF REPORT

TO: Mayor and City Council

FROM: Shawn Warnke, City Manager

DATE: April 28, 2025

SUBJECT: Resolution 21-2025 Memorandum of Understanding between West Haven City and Green Farm Community, LLC



---

### **Background**

City staff have been working with Nilson Home Staff to draft a Memorandum of Understanding (MOU) that will do the following:

- Approve the paving of the trail on the west side of Poulter Pond using \$30,000, which Nilson Homes would have invested in Parcel C (OS 5), a pavilion for a small open space. City staff believe that using these funds to pave the trail around Poulter Pond will provide a more significant benefit to the public. The paving of the trail is estimated to be approximately \$33,000.
- Change the order of priority for “add alternate” associated with the City and Nilson Home agreement for constructing Poulter Pond, if contingency funding remains at the end of the project, to be as follows:
  - Trail paving (west side) – any remaining cost after the \$30,000 referenced above is spent.
  - Concrete Sidewalk and surfaces (playground & pavilion)
  - Sod and Sprinklers (playground area)
  - Expansion Parking
  - Drip line valves & lines to bank vegetation
  - Pavilion
  - Play structure
  - Wood fiber safety surfacing
  - Vegetation material around the pond
  - Natural seeding hydro

Also attached is the monthly report on the pond construction project. There is a total construction cost estimate of \$252,005 remaining, plus an additional \$95,304 available for contingency if, for some unknown reason, the construction costs exceed \$252,005. If some contingency funds are left at the end of the project, they may be spent on the prioritized “add alternate” list above.

Sheri Bingham, City’s Grant Writer and Brock Randall, Parks and Recreation Director submitted a Utah Outdoor Grant application requesting funds for the following improvements: sod sprinklers around playground area; natural vegetation seeding; and rock around the north end of the pond. The awarding of the Utah Outdoor Grant will occur in May or June. The submitted grant requests the following (and as depicted on the graphic below):

- Boulders (2’-3’) to line the water line. This will help with gravel retention on the banks.

- Gravel (crushed) for bank stability. This will wrap around the north side of the pond.
- Native Grass seed – this will help with the south end of the pond establish healthy bug populations (good for fish) and beautify the pond.
- Ornamental grass seed – this will beautify the playground, pavilion, and restroom area.
- Irrigation – To help establish the ornamental turf and native vegetation.

The quantities for these items are listed on the graphic submitted for the grant, which is attached. Other items, such as concrete sidewalks, pavilion pads, and playground borders, are a high priority for the “contingency funds.”

The Parks and Recreation Director envisions other amenities, such as family-sized pavilions, benches, sportsman access points, and fine-tuning of vegetation outside the perimeter of the trail, to be ongoing projects. Where the pond was built with a developer, DNR, City, and private family, the Parks and Recreation Director anticipates that future grants will be competitive for additional grant funding, as projects with collaboration tend to score well.





**EXHIBIT A - Project Improvments**  
**Construction Cost Estimate (Per MDA Amndt3 dated 9/21/22)**  
**2/5/2024 - Final**      (Final Rev of original 5/22/23 version - reviewd by WHC Staff and GFLLC)  
 Project Name:            Green Farm - Open Space 6 - Pond  
 Project Location:        Approx 3650 S 4000 West, West Haven  
 Plan Date:                10/24/2022

PROJECT SUMMARY

- Project is trending slightly under budget  
 - Contingency has been used very little  
 - Asphalt expected in early May  
 - Add Alternates will likely be an option  
 - Project appears to be a success

(C=Combined, N=Nilson Homes; W=West Haven City)				LOC Reduction & Reimbursement Req 4 (3/27/2025)					
Item Description		Total		Completed This Release	WHC Expense	NH	Expense	% Complete	Total Remaining
POND EXCAVATION & SITE WORK - Per MDA-Amndt3				40%		60%			
SWPPP									
	Construction Entrance	C	\$ 2,400.00	\$ -	\$ -	\$ -		100%	\$ -
	Silt Fence or Straw Wattle	C	\$ 4,200.00	\$ -	\$ -	\$ -		100%	\$ -
	Street Sweeping	C	\$ 12,600.00	\$ 12,600.00	\$ 5,040.00	\$ 7,560.00		100%	\$ -
	Concrete Washout	C	\$ 600.00	\$ -	\$ -	\$ -		0%	\$ 600.00
	Inlet Protection - Parking lot	C	\$ 190.00	\$ -	\$ -	\$ -		0%	\$ 190.00
	Portable Sanitation	C	\$ 800.00	\$ 800.00	\$ 320.00	\$ 480.00		100%	\$ -
Sub-total Cost for above Items:			\$ 20,790.00	\$ 790.00					
Excavation									
	West Haven City Property (formerly L. Poulter property)								
	Excavation - Cut Pond Site & Haul to Windsor Park	W	\$ 369,600.00	\$ -	\$ -	\$ -		100%	\$ -
	Place & Level Dirt at Windsor Park Site (2700 S 3150 W)	W	\$ 33,600.00	\$ -	\$ -	\$ -		75%	\$ 8,398.72
	Addtl. Grading of Windsor (outside of orginal pond scope)	W	\$ 20,912.50	\$ -	\$ -	\$ -		100%	\$ -
	Cobble to get trucks in and out of Windsor Park property	W	\$ 7,800.00	\$ -	\$ -	\$ -		100%	\$ -
	Nilson Homes Purchased Property (formerly R. Poulter property)								
	Excavation - Cut Pond Site & Place Onsite (Parcel F)	N	\$ 277,200.00	\$ -	\$ -	\$ -		100%	\$ -
	Combined Excavation Costs								
	Cobble Material at Pond for Truck Loading	C	\$ 13,500.00	\$ -	\$ -	\$ -		100%	\$ -
	De-watering - Budget	C	\$ 142,600.00	\$ -	\$ -	\$ -		100%	\$ -
	Traffic Sign at both sites	C	\$ 1,650.00	\$ -	\$ -	\$ -		100%	\$ -
	1" Crushed 4" Deep Gravel along No. bank - Per City	C	\$ 12,750.00	\$ -	\$ -	\$ -		100%	\$ -
	Trees in Pond for Fish Habitat - Procure, move, place (Invoice)	C	\$ 22,060.00	\$ -	\$ -	\$ -		100%	\$ -
Sub-total Cost for above Items:			\$ 901,672.50	\$ 8,398.72					
Sanitary Sewer, Culinary Water & Secondary Water (3650 S)									
	10" PVC SS Main w/fittings, M/H, Conn exist, etc. (Parcel F)	N	\$ 53,452.05	\$ -	\$ -	\$ -		100%	\$ -
	1-1/2" Low Pressure Sewer Lateral (Pump by others)	C	\$ 4,800.00	\$ -	\$ -	\$ -		100%	\$ -
	8" PVC CW Main w/MH & fittings, hydrants, Conn exist, etc. (Parcel F)	N	\$ 40,225.00	\$ -	\$ -	\$ -		100%	\$ -
	1" Water service to Park - Poly	C	\$ 4,500.00	\$ -	\$ -	\$ -		100%	\$ -
	8" PVC SW Main w/fittings, Conn exist, etc. (Parcel F)	N	\$ 34,385.00	\$ -	\$ -	\$ -		100%	\$ -
	2" Secondary service (removed for 1" - credit)	C	\$ (4,875.00)	\$ -	\$ -	\$ -		100%	\$ (4,875.00)
	1" Sec Wtr Meter Connection (meter, radio, box, valve, etc.)	C	\$ 2,875.00	\$ -	\$ -	\$ -		100%	\$ -
	Restrooms - City obtaining grants	W	\$ -	\$ -	\$ -	\$ -		100%	\$ -
	Restroom Addtl Expense - (pad prep, power, grinder pump, lateral etc)**	C	\$ 40,000.00	\$ -	\$ -	\$ -		25%	\$ 29,964.01
Sub-total Cost for above Items:			\$ 175,362.05	\$ 25,089.01					
Pond Inlet/Outlet, Aeration*									
	24" HDPE	W	\$ 28,773.00	\$ -	\$ -	\$ -		94%	\$ 1,832.00
	18" Flared Ends	W	\$ 1,520.00	\$ -	\$ -	\$ -		100%	\$ -
	5x5x5 Inlet/Outlet structure w/Trash Rack & Step Drain	W	\$ 7,900.00	\$ -	\$ -	\$ -		100%	\$ -
	Trash rack on flared end outlet	W	\$ 910.00	\$ -	\$ -	\$ -		100%	\$ -
	Storm Drain Cleanout	W	\$ 3,150.00	\$ -	\$ -	\$ -		100%	\$ -
	Aeration System per Plan	W	\$ 17,254.58	\$ -	\$ -	\$ -		100%	\$ -
Sub-total Cost for above Items:			\$ 59,507.58	\$ 1,832.00					
Parking & DNR Ramp									
	Concrete Ribbon Curb	N	\$ 17,575.00	\$ -	\$ -	\$ -		100%	\$ -
	Wheel Stops	N	\$ 2,650.90	\$ 2,650.90	\$ -	\$ 2,650.90		100%	\$ -
	10" Roadbase	N	\$ 19,800.00	\$ -	\$ -	\$ -		100%	\$ -
	3" Asphalt	N	\$ 23,100.00	\$ -	\$ -	\$ -		100%	\$ -
	Fine grade	N	\$ 4,180.00	\$ -	\$ -	\$ -		100%	\$ -
	Striping	N	\$ 650.00	\$ -	\$ -	\$ -		0%	\$ 650.00
	ADA Signs	N	\$ 450.00	\$ 114.00	\$ -	\$ 114.00		66%	\$ 153.42
	Concrete Ramp w/rebar & cut-off wall (Fish Stocking)	C	\$ 7,900.00	\$ -	\$ -	\$ -		100%	\$ -
	Tire Stops on Ramp w/Rebar Pins	C	\$ 285.00	\$ -	\$ -	\$ -		100%	\$ -
	Lighting - 2-Head LED Light w/base**	C	\$ 10,000.00	\$ -	\$ -	\$ -		0%	\$ 10,000.00
Sub-total Cost for above Items:			\$ 86,590.90	\$ 10,803.42					
Walkways & Trails									
	Rough Cut Trails & Walkways	N	\$ 6,700.00	\$ -	\$ -	\$ -		100%	\$ -
	6" Roadbase - Incl base, fine grade, comp	N	\$ 71,175.00	\$ -	\$ -	\$ -		84%	\$ 11,565.94
	6" Roadbase - Incl base, fine grade, comp (Asph Trail 9'6")	N	\$ 4,377.60	\$ -	\$ -	\$ -		0%	\$ 4,377.60
	3" x 8'-6" Asphalt Trail along slough	N	\$ 50,435.00	\$ -	\$ -	\$ -		0%	\$ 50,435.00
	5' Conc Sidwalk - East trail to dirt on west; Based already placed	C	\$ 29,000.00	\$ -	\$ -	\$ -		33%	\$ 19,300.00
	6' Conc sidewalk adjacent to Parking Lot; Base already placed	C	\$ 7,200.00	\$ -	\$ -	\$ -		48%	\$ 3,750.00
Sub-total Cost for above Items:			\$ 168,887.60	\$ 89,428.54					
Landscaping									
	Trees (Modified: 25 - 2-1/2" caliper, not 50 1" cal)	N	\$ 12,500.00	\$ -	\$ -	\$ -		100%	\$ -
	Drip Line Valves & Lines to Trees**	N	\$ 10,000.00	\$ -	\$ -	\$ -		100%	\$ -
	Landscape Boulders	C	\$ 18,000.00	\$ -	\$ -	\$ -		100%	\$ -
Sub-total Cost for above Items:			\$ 40,500.00	\$ -					
Miscellaneous									
	RMP Power Extensn from Fields 4 or Parcel F**	N	\$ 45,000.00	\$ 19,204.24	\$ -	\$ 19,204.24		43%	\$ 25,795.76
	Road crossings, conduit & elbows for power extension (del to site)	N	\$ 19,960.00	\$ 3,000.00	\$ -	\$ 3,000.00		15%	\$ 16,960.00
	Sec Water Fee/Water Shares - Weber Basin**	C	\$ 60,000.00	\$ -	\$ -	\$ -		58%	\$ 25,240.30
	Stream Alteration Permitting (Inlet/Outlet, Road)**	C	\$ 45,000.00	\$ -	\$ -	\$ -		85%	\$ 6,908.75
	Project Engineering**	C	\$ 50,000.00	\$ -	\$ -	\$ -		100%	\$ -
	Docks - City obtaining grants	W	\$ -	\$ -	\$ -	\$ -		100%	\$ -
	Docks Addtl Expense - Design, misc const costs, unknown**	C	\$ 30,000.00	\$ -	\$ -	\$ -		0%	\$ 30,000.00
	Project Construction Management - Nilson Land	C	\$ 89,660.82	\$ 6,276.26	\$ 2,510.50	\$ 3,765.75		88%	\$ 10,759.30
Sub-total Cost for above Items:			\$ 339,620.82	\$ 115,664.11					
** = ESTIMATE									
Total Construction Cost Estimate:			\$ 1,792,931.45	\$ 66,814.99	\$ 16,738.34	\$ 50,076.64	89%	\$ 252,005.80	
Contingency @ 8% of construction costs			C \$ 143,434.52	\$ 22,169.59	\$ 8,867.84	\$ 13,301.75	34%	\$ 95,304.18	
TOTAL CONSTRUCTION COST ESTIMATE (Incl Contingency)			\$ 1,936,365.97	TOTAL COST REMAINING (Incl Contingency)					\$ 347,309.98

**Resolution No. 21-2025**

**RESOLUTION OF WEST HAVEN CITY AUTHORIZING ADOPTION OF A  
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND GREEN FARM  
COMMUNITY, LLC; AUTHORIZING THE CITY MAYOR TO SIGN THIS  
RESOLUTION; AUTHORIZING THE CITY MANAGER TO SIGN THE  
MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE CITY; AND,  
PROVIDING FOR AN EFFECTIVE DATE.**

**SECTION I – RECITALS:**

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

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution including, but not limited to entering into agreements regarding protecting the health, safety, and welfare of the public; and,

WHEREAS, the City and Green Farm Community, LLC, ("Developer") entered into a Master Development Agreement relating to the Green Farm Project (hereinafter the "MDA") effective as of May 2, 2017; and

WHEREAS, the parties amended the MDA in November 2018 (the "First Amendment"), in July 2019 (the "Second Amendment"), in September 2022 (the "Third Amendment"), in November 2023 (the "Fourth Amendment"), and in August 2024 (the "Fifth Amendment"); and

WHEREAS, the parties entered into an Improvement Agreement with a line of credit regarding the construction of open space for Parcel C (Open Space 5) within the Green Farm project; and

WHEREAS, the parties entered into an Improvement Agreement with a line of credit for the construction of a pond within the Green Farm project in February 2024; and

WHEREAS, the pond's Improvement Agreement outlined a prioritized list of "add alternate" items if contingency funding remained at the end of the project; and

WHEREAS, the parties have agreed that some of the funds from Parcel C (Open Space 5) should be used differently, but in the same Green Farm project; and

WHEREAS, the parties have agreed to re-prioritize the list for how the parties would like the remaining pond contingency funds should be spent in the pond project in the Green Farm project; and

WHEREAS, the parties have agreed to outline all of their agreements in a Memorandum of Understanding ("MOU") that is attached as Attachment "A" to this resolution; and



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

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

**SECTION II.**

1. That the MOU between West Haven City and the Developer, a copy of which is attached as Attachment "A" to this Resolution, is hereby adopted by the City Council.
2. That the City Manager is authorized to sign any and all documents necessary to affect this MOU, including signing the MOU itself and any other documents outlined in the MOU.
3. That the Mayor is authorized to sign this Resolution.

The foregoing recitals are fully incorporated herein.

**SECTION III. PRIOR ORDINANCES AND RESOLUTIONS:**

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

**SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:**

All orders and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this repeal shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

**SECTION V - SAVINGS CLAUSE:**

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of West Haven City.

**SECTION VI. DATE OF EFFECT**

This Resolution shall be effective immediately upon its passage on the 28th day of April 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 28th day of April 2025.

WEST HAVEN CITY

\_\_\_\_\_  
Mayor Rob Vanderwood

ATTEST:

\_\_\_\_\_  
Emily Green, City Recorder

Mayor Rob Vanderwood  
Councilmember Carrie Call  
Councilmember Kim Dixon  
Councilmember Nina Morse  
Councilmember Ryan Saunders  
Councilmember Ryan Swapp

Yes _____	No _____
Yes _____	No _____
Yes _____	No _____
Yes _____	No _____
Yes _____	No _____
Yes _____	No _____

**ATTACHMENT “A”**

ATTACHMENT TO RESOLUTION NO. **21-2025**  
MEMORANDUM OF UNDERSTANDING BETWEEN GREEN FARM COMMUNITY, LLC,  
AND WEST HAVEN CITY

DRAFT

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
GREEN FARM COMMUNITY, LLC and WEST HAVEN CITY**

This Memorandum of Understanding (“MOU”) is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, between Green Farm Community, LLC, (“Developer”) and West Haven City (“City”) to memorialize the agreements between the Developer and the City regarding paving of the trail around the west side of the pond in the Green Farm project and changing order of priority for the “add alternate” items of the pond budget if there is contingency money remaining. The Developer and the City, collectively, are the parties to this MOU.

**RECITALS AND PURPOSE**

WHEREAS, the City and Green Farm Community, LLC, (“Developer”) entered into a Master Development Agreement relating to the Green Farm Project (hereinafter the “MDA”) effective as of May 2, 2017; and

WHEREAS, the parties have amended the MDA in November 2018 (the “First Amendment”); again in July 2019 (the “Second Amendment”); again in September 2022 (the “Third Amendment”); again in November 2023 (the “Fourth Amendment”); and again in August 2024 (the “Fifth Amendment”); and

WHEREAS, the parties entered into an Improvement Agreement with a line of credit regarding the construction of open space for Parcel C (Open Space 5) within the Green Farm project; and

WHEREAS, the parties entered into an Improvement Agreement with a line of credit for the construction of a pond within the Green Farm project in February 2024; and

WHEREAS, the pond’s Improvement Agreement outlined a prioritized list of “add alternate” items if contingency funding remained at the end of the project; and

WHEREAS, the parties have agreed that some of the funds from Parcel C (Open Space 5) should be used differently, but in the same Green Farm project; and

WHEREAS, the parties have agreed to re-prioritize the list for how the parties would like the remaining pond contingency funds should be spent in the pond project in the Green Farm project; and

**THEREFORE, THE PURPOSE** of this MOU is to memorialize the agreements of the parties, in accordance with the terms and conditions outlined in this MOU.

**The parties agree as follows:**

# ADMINISTRATIVE MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Shawn Warnke, City Manager

**DATE:** May 7, 2025

**SUBJECT:** Tentative Budget Message FY 2026

- Discussion and consideration of adopting Ordinance No. ##-2025 adopting the Final Budget, entitled “The West Haven City Annual Implementation Budget 2025-2026 (General Fund, Capital Fund, and Enterprise Fund” for the period commencing July 1, 2025, and ending June 30, 2026

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## **Budget Overview- All Funds.**

**Preface.** As you know, budgeting is the best estimate of revenues and expenses. To the best of our ability, West Haven City staff believe that the Budget represents what is reasonably anticipated for revenues and expenditures; however, many variables can affect the Budget during the upcoming fiscal year. The Budget also sets spending maximums for the funds and accounts. The Department Heads’ responsibility is to execute the Budget to the best of their ability within appropriate limits set by the City Council, barring unforeseen events.

The current chart of accounts for the budget has few expense line items and is broader in its description. Consequently, various expenses are consolidated into these few expense line items. There is a balance between having too few and too many expense line items. To find the best balance in expense line items, it is proposed that the City keep the chart of accounts relatively constant for a few years to build up a history of expenses and make adjustments as necessary. Additionally, changes to the chart of accounts take time and disrupt the budget and accounting process.

To give more detail than is otherwise exhibited in the budget document due to the broadly described expense line items, City staff has created a more detailed budget memo. **Realizing this budget memo is lengthy, essential details have been highlighted in yellow.** Within this memo is text shaded in gray, which signifies that City staff is still working to finalize the narrative and numbers associated with the revenue or expense line item.

This budget memo has also been prepared to comply with the statutory budget message requirements outlined in Utah Code 10-6-111(2)(b). It is hoped that this budget memo is consistent with one of the strategic priorities outlined in Resolution No. 03-2022 of Champion Fiscal Responsibility of providing a “...prudent, transparent stewardship of public funds to promote resident confidence in government using fiscal policies and practices to maintain, enhance, and invest in our already outstanding quality of life.”

**Small and insignificant discrepancies between this budget memo and the spreadsheet can occur throughout the budget process. If you note any discrepancies between the two documents, please know that the budget spreadsheet is the governing document and relies upon the budget amount in this document.**

**Public Hearings.** The public hearing and adoption of the Tentative City Budget is scheduled for May 7, 2025. The public hearing and adoption of the Final Budget are scheduled for June 18, 2025.

**Notable Items- All Funds.** Several significant items that are included throughout all the Funds of the Budget are as follows:

- *Compensation Philosophy and Methodology.* On May 15, 2024, the City Council adopted Resolution No. 21-2024 that amended the City’s Personnel Policy Handbook regarding a compensation philosophy and methodology that includes the following:
  - Pay Plan that establishes a pay range for each position
  - Each pay range has an 18-step scale reflecting increases in pay, as illustrated in the table below



- Creating a Step Increase Criteria for each position that defines how employees would be eligible to receive a step increase annually (i.e., merit increase)

The 18-step scale, illustrated below, starts at a 4% increase in step 2 and gradually decreases until it ends with a 2.1% increase in step 18.

West Haven Employee Salary Range																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
Min								Mid									Max	Range
	4.0%	4.0%	3.5%	3.5%	3.4%	3.2%	3.1%	3.0%	2.9%	2.8%	2.7%	2.6%	2.5%	2.4%	2.2%	2.1%	2.1%	50%

With the adoption of the budget for FY 2025, the City was able to accomplish the following objectives:

- 1<sup>st</sup> Objective is to adjust employees' pay to at least the minimum of their new pay range in FY 2025 (11 of 26 full-time employees received a pay increase with the City implementing this objective)
- 2<sup>nd</sup> Objective is to implement a Cost-of-Living Adjustment (COLA) increase based upon changes in CPI (all employees will receive a pay increase with the City implementing this objective).
- 3<sup>rd</sup> Objective is to adjust all employees' pay to best match the step within their pay range based on their experience and certifications.

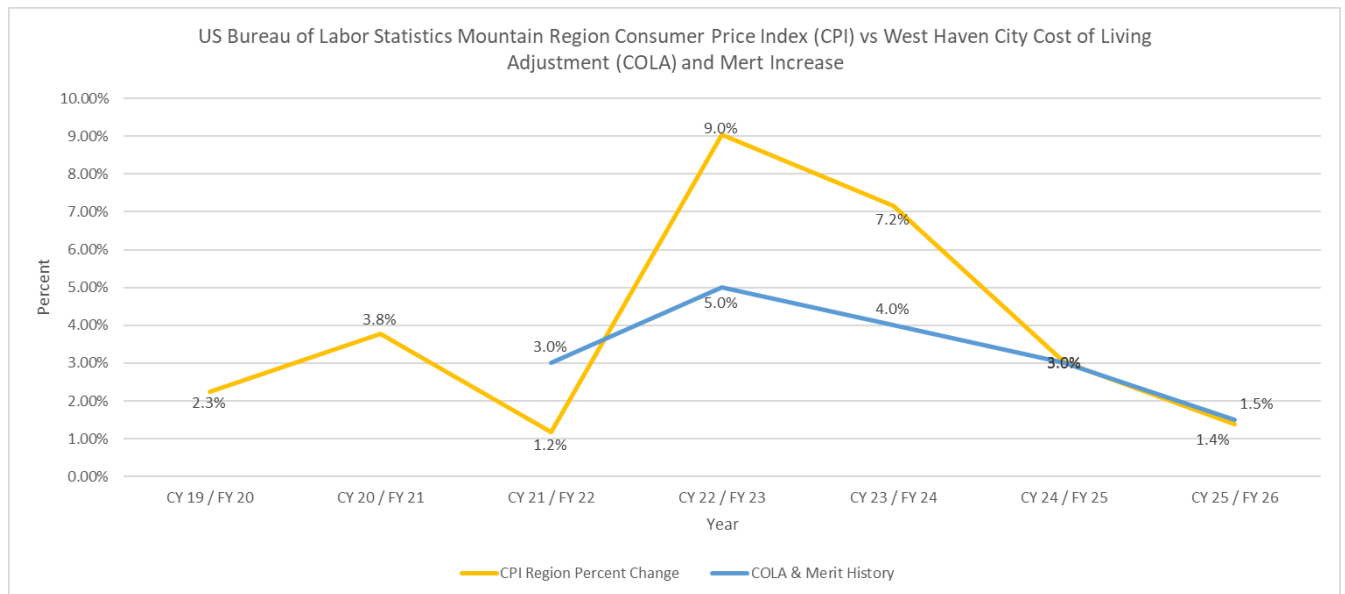
While the City was able to completely accomplish the 1<sup>st</sup> and 2<sup>nd</sup> Objectives listed above during FY 2025, it was only able to partially accomplish the 3<sup>rd</sup> Objective for some employees. With the adoption of the budget for FY 2026, the City will accomplish the following objectives:

- 1<sup>st</sup> Objective is to implement a Cost-of-Living Adjustment (COLA) increase based upon changes in CPI (all employees will receive a pay increase with the City implementing this objective).
- 2<sup>nd</sup> Objective is to grant merit increases to employees based on their annual evaluation and achieve the next step in their job position's Step Increase Criteria.
- 3<sup>rd</sup> Objective is to continue step adjustments for employees based on their experience and certifications that were not completed in the FY 2025 budget.

- Cost of Living Adjustments (COLA). The FY 2026 Budget includes a cost-of-living adjustment (COLA) for employee pay. The COLA increases 1) the minimums and maximums of the pay grade, 2) uniformly increases every employee's current wage and other miscellaneous pay, and 3) is meant to offset inflation. COLA is essential because it helps the City stay current with comparable public entities for pay ranges and mitigates the City from falling behind in the market for starting pay, which helps recruit employees. Every employee, regardless of performance, receives COLA adjustments.

Following the policy outlined in the City Personnel Manual, the City utilizes the US Bureau of Labor Statistics Mountain Region Consumer Price Index (CPI) to determine cost-of-living adjustments for pay. This CPI shows that inflation increased by 1.4% from January 2024 to January 2025. For FY 2026, the City has budgeted to grant all employees a 1.4% cost-of-living adjustment.

Below is a chart and table that shows the past few years of COLA and Merit Increases compared to the January-to-January CPI percent change. Since the CPI increased by 1.4% from January 2024 to January 2025, and the City is budgeting a 1.5% cost-of-living adjustment, the line segments from CY 24/FY 25 to CY 25/FY 26 slightly overlap each other and are not as visible in the graph below.



### West Haven City's Recent COLA & Merit Increases

	FY 2023 Actual	FY 2024 Actual	FY 2025	FY 2026
Cost of Living Adjustments (COLA)	7% for employees less than \$50k  5% for employees above \$50k  3% for employees above \$100k	4% for all employees	3% for all employees	1.5% for all employees
Merit Increases		0% for all employees	0% for all employees	Varied based on step and grade chart
Selected Position Adjustments Based Upon Salary Survey Findings			Varied based on salary survey findings	Varied based on salary survey findings completed in FY 2025

- Utah Retirement System. The City has received the Utah Retirement System's final contribution rates for FY 2026, all of which have dropped from FY 2025, as shown below:

Employee Classification	Contribution Rates FY 2025	Contribution Rates FY 2026
Retirement Tier 1	16.97%	15.97%
Retirement Tier 2, Hybrid System	15.19%	14.19%
Retirement Tier 2, Defined Contribution	15.19%	14.19%

#### [URS - Contribution Reporting Rates](#)

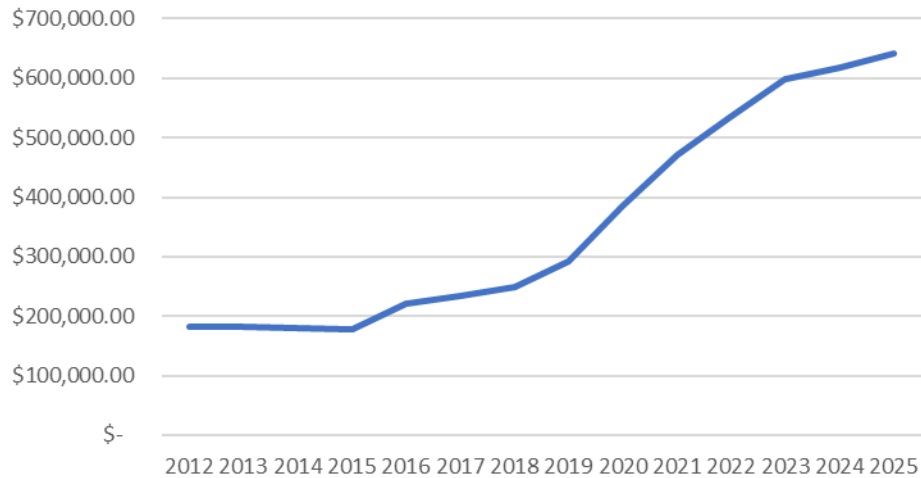
- Health Insurance. For FY 2026, the City originally received a 6.4% increase in the insurance premiums from the Public Employee Health Insurance Plan (PEHP), the City's current health insurance provider. The 6.4% increase equaled estimated annual premiums of \$648,615.93, an annual increase of \$31,110.31 above the premiums paid in FY 2025 (Plan Year 2024). Encore Benefits, the City's insurance broker, was able to renegotiate a reduction in the renewal quote from PEHP equal to a 5.4% increase, which equaled estimated annual premiums of \$642,519.92, an increase annually of \$25,014.30 above the premiums paid in FY 2025 (Plan Year 2024). It is worth noting that West Haven City's insurance premium renewal is based on its specific claim history during FY 2025 (Plan Year 2024).

Below is a chart and table that record the increased costs and the increase in the number of employees receiving health insurance benefits. The increased number of employees receiving health insurance is attributed to increased staffing.

### West Haven City Medical Insurance Renewal History

Plan Year	Carrier	Percentage Increase/Decrease	Annual Premium	Rebates	Enrolled	Notes	Average Enrolled	Final Month of Employees Enrolled for Plan Year
2012	PEHP		\$ 181,651.46	\$ 13,728.00	13	Advantage - opt 1, Summit Opt 1 - started with Encore	13	13
2013	PEHP		\$ 182,221.18		13	stayed same plans - no changes	13	14
2014	PEHP	0.5% decrease	\$ 180,939.77	\$ 1,725.00	13	stayed same plans - no changes	13	12
2015	PEHP	3.5% increase	\$ 177,594.48	\$ 1,928.00	12	stayed same plans - no changes	12	12
2016	PEHP	9% increase	\$ 221,302.35	\$ 6,154.00	15	stayed same plans - no changes	13	13
2017	PEHP	9% increase	\$ 233,929.98	\$ 3,890.00	15	stayed same plans - no changes *switched network to summit exclusive	13	13
2018	PEHP	2.1% increase	\$ 243,584.08	\$ 10,024.00	16	stayed same plans - no changes	15	16
2019	PEHP	4% increase	\$ 292,994.57	\$ 8,145.00	15	stayed same plans - no changes	17	17
2020	PEHP	4.8% increase	\$ 383,921.85	\$ 6,942.00	21	stayed same plans - no changes	21	21
2021	PEHP	5.4% increase	\$ 471,436.55	\$ 7,694.00	23	stayed same plans - no changes	23	24
2022	PEHP	5.8% increase	\$ 535,161.74	\$ 11,083.00	25	stayed same plans - no changes	25	25
2023	PEHP	2.5% increase	\$ 598,358.16		22	stayed same plans - no changes	23	23
2024	PEHP	3.2% increase	\$ 617,505.62		22	stayed same plans - no change	22	22
2025	PEHP	5.4% increase	\$ 642,519.00		22	stayed same plans - no change	22	

#### West Haven City Annual Medical Premium



#### Final Month of Employees Enrolled for Plan Year



- *Employee Assistance Program (EAP).* It is proposed that West Haven City implement an Employee Assistance Program to benefit its employees. This newly added benefit is offered at a minimal cost to the City and can provide invaluable assistance to employees and their dependents facing life challenges. More specifically, Employee Assistance Programs (EAP), provide tools for employees to receive counseling to work through such common issues as Marital & Relationships Counseling; Substance Abuse/Drug & Alcohol Addiction; Stress, Anxiety, or Depression; Financial or Legal Difficulties; Issues with Children; Personal & Emotional Difficulties; and Grief, Loss or Death in the Family Employee.

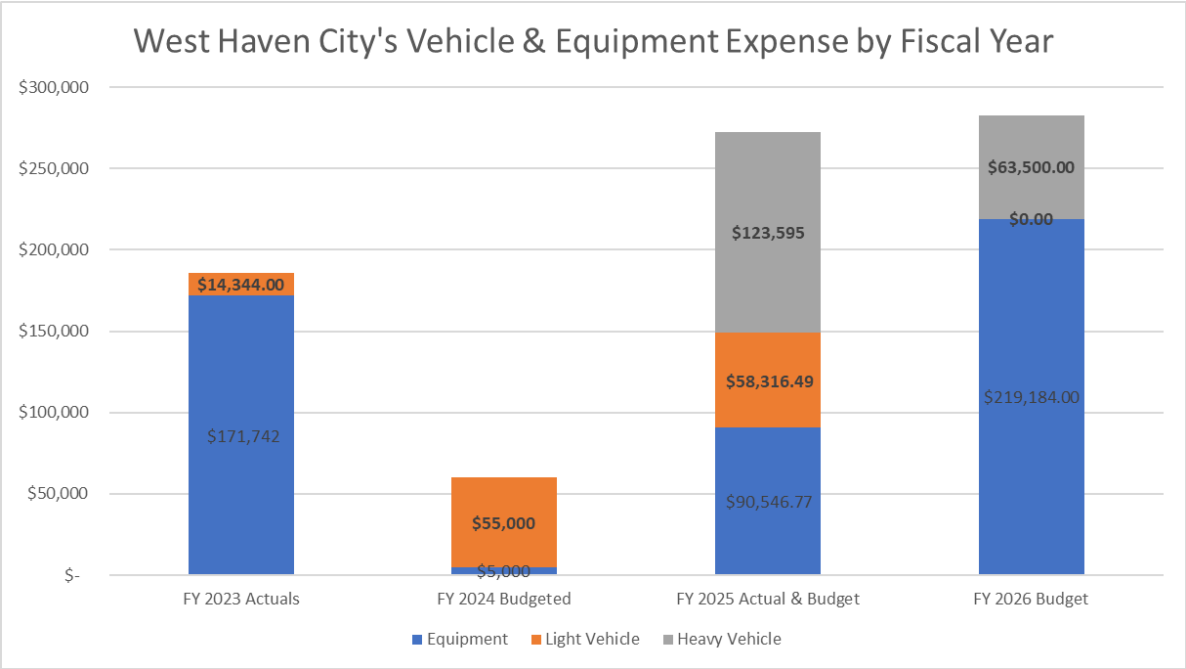
An employee assistance program is not only helpful for an individual but also for the organization. Cities mentioned using the EAP as part of the corrective action associated with employee disciplinary issues. Blomquist Hales has over 70 counties and cities in the State of Utah and is usually considered the premier provider of EAP within the State of Utah. The monthly cost for this benefit is \$285 (or \$11.40 per employee, with the City's census having 25 eligible employees). Budget \$3,420.

- *Equipment & Vehicle Replacement.* In FY 2026, for all Funds combined, it is proposed and estimated that the City will spend \$4,078,005.20 in employee costs, representing its primary investment in providing services to its residents. A secondary investment needed to provide services to residents is equipping employees with the necessary equipment and tools to perform their job duties. The upfront cost to provide employees with the proper equipment and tools is an expensive investment, but this investment is likely to be offset by the following outcomes:
  - *Enhancing productivity.* The right equipment enables City employees to work more efficiently and accomplish more in less time, leading to increased productivity.
  - *Better Quality Work.* Investing in the right equipment ensures City employees' work is of higher quality.
  - *Workplace Safety.* Using the appropriate equipment reduces the risk of accidents and injuries of City employees.

West Haven City plans to purchase equipment and vehicles by accumulating financial resources in the General Fund's and Capital Projects' fund balances, as well as the Storm Water Fund's reserves.

Below is a chart showing actual expenses for contractor equipment (e.g., mini-excavator, bobcat), light vehicles (passenger vehicles), and heavy vehicles (dump trucks, vacuum trucks) from all funds in FY 2023-FY 2025, as well as the budgeted expenses for all Funds in FY 2026 for equipment and vehicles. For more details about the equipment and vehicles that are proposed for FY 2026, see other sections within this Memo:

<b>Description</b>	<b>Amount</b>
DX55 Turf Tractor Replacement	\$55,000
Kubota Plow & Sander Conversion Kit.	\$14,000
Rockwall Playground (Sports Park & Stonefield)	\$31,000
Arena Bucking Chutes	\$65,000
Sander Replacement	\$11,500
Internet & Security Cameras at Parks	\$42,700
Backhoe Replacement	\$63,500
<b>Total: \$282,684</b>	

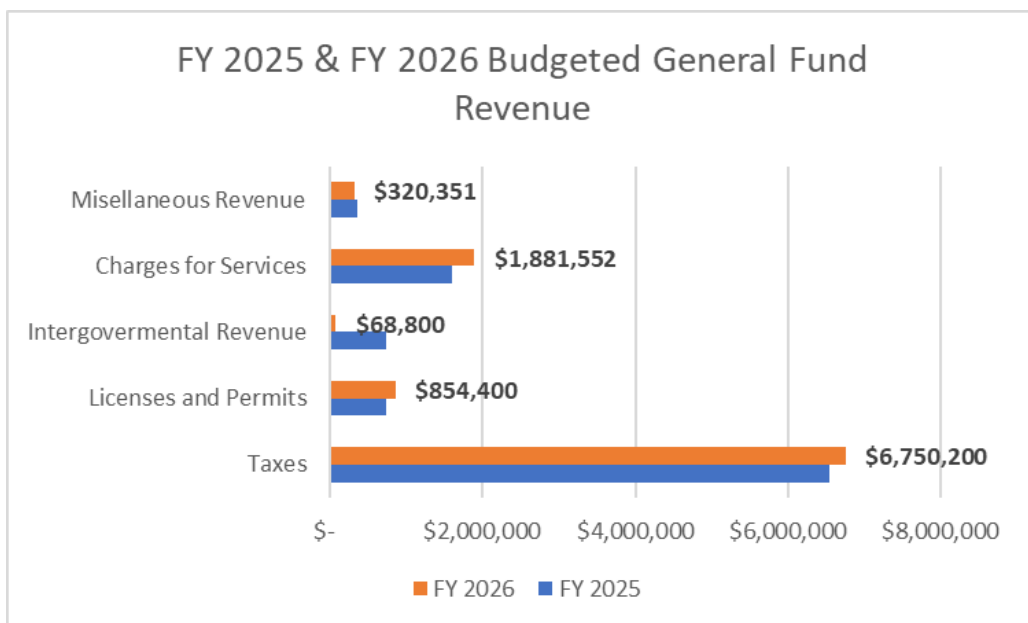
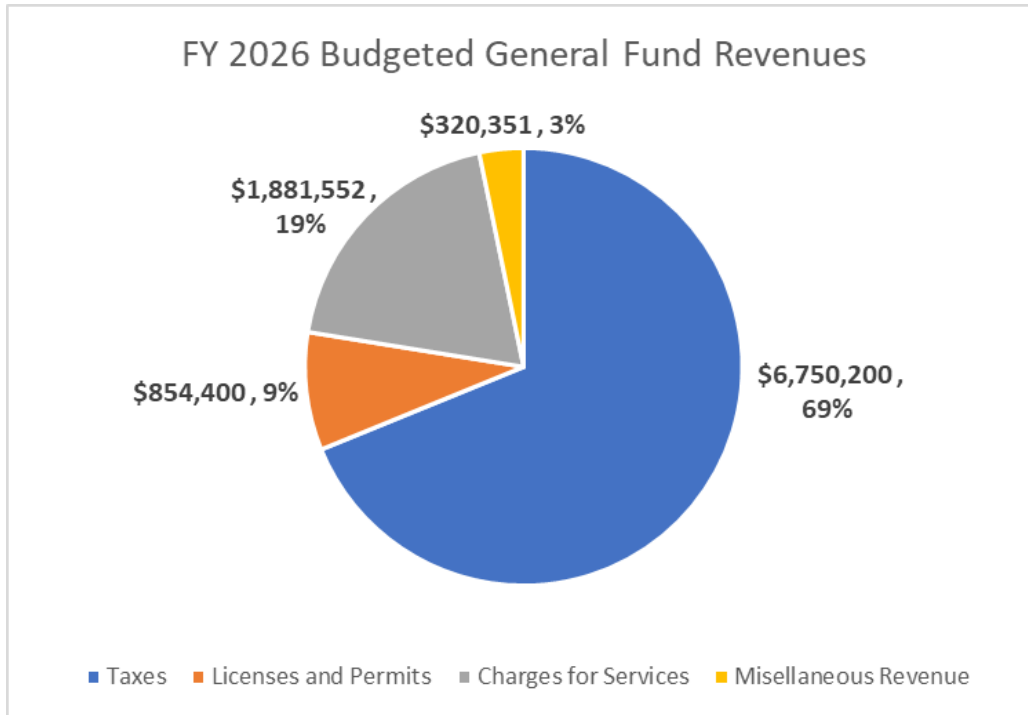




# 10 - General Fund.

**Preface.** Activities of local government that benefit the City as a whole are to be included in the general fund. This Fund is the primary operating budget and finances the City's day-to-day activities.

**Revenues.** West Haven City's General Fund comprises four revenue categories: Taxes, Licenses & Permits, Charges for Services, and Miscellaneous Revenue. Each category encompasses a variety of specific revenues, detailed in the narratives that follow.



## Tax – Revenues.

- 10-3130 General Sales & Use Tax. With the adoption of Ordinance No. 03-1991, West Haven City levied the 1% Local Sales & Use Tax on goods sold within the community (Utah Code 59-12-203). General sales and use taxes

are imposed on the sale or consumption of goods and services and are paid by the general public in addition to the retail purchase price.

The General Sales & Use Tax does not have any restrictions associated with this revenue source, and as such, it may be used for any general governmental purpose; however, Utah Code 59-12-202 (1) declares the State Legislature's purpose and intent of sales tax as codified in which states:

*It is the purpose of this part to provide the counties, cities, and towns of the state with an added source of revenue and to thereby assist them in meeting their growing financial needs. It is the legislative intent that this added revenue be used to the greatest possible extent by the counties, cities, and towns to finance their capital outlay requirements and to service their bonded indebtedness.*

Retailers and online retailers collect the General Sales & Use Tax for products sold or shipped within West Haven incorporated limits. These collected taxes are then remitted to the State Tax Commission, which distributes the revenue. The distribution is based on a formula, with 50% of the tax going to the entity where it was collected and the remaining 50% being pooled and distributed to cities and towns statewide, proportionate to their population.

It should be noted that before the State Tax Commission distributes sales tax to West Haven City, certain deductions are applied, including administrative fees retained by the State Tax Commission and a percentage that goes to emergency food agencies (food pantries). Additionally, since January 2019, a deduction of 1.8% (of the population share) has gone to homeless shelters in the state. This amount is determined annually based on the prior year's sales tax and is divided equally over the next twelve months. Therefore, that deduction will remain the same for the next twelve months. The deduction is limited to \$200,000 per year per locality.

General Sales and use tax rates vary from one location to another, depending on which taxes are imposed, and West Haven City's (WHC) combined sales tax rate is 7.25% (as of January 1, 2024) and is comprised of the following different sales tax rates.

<b>Tax Rate</b>	<b>Description</b>	<b>WHC %</b>	<b>WHC FY 2026 Estimated Revenue</b>
4.85%	State Sales & Use Tax		
1.00%	Local Sales & Use Tax	1.00%	\$6,510,000
0.25%	County Option Sales Tax		
0.25%	Mass Transit Tax		
0.25%	Additional Mass Transit Tax		
0.25%	County Option Transportation Tax		\$5,429,750 WACOG Grants <sup>1</sup>
0.25%	Transportation Infrastructure Tax	0.10%	\$654,000
0.05%	Supplemental State Sales & Use Tax		
0.10%	Botanical, Cultural, Zoo Tax (RAMP Tax)		\$190,700 (\$16.7k Municipal Grant & \$174k)
<b>7.25% Combined Sales Tax Rate</b>			<b>\$12,784,450</b>

Note <sup>1</sup>: Weber County, through WACOG grants for transportation, has committed to providing West Haven City with approximately \$15.6 million over the next several years. For more information, please see the narrative in the Capital Projects Fund.

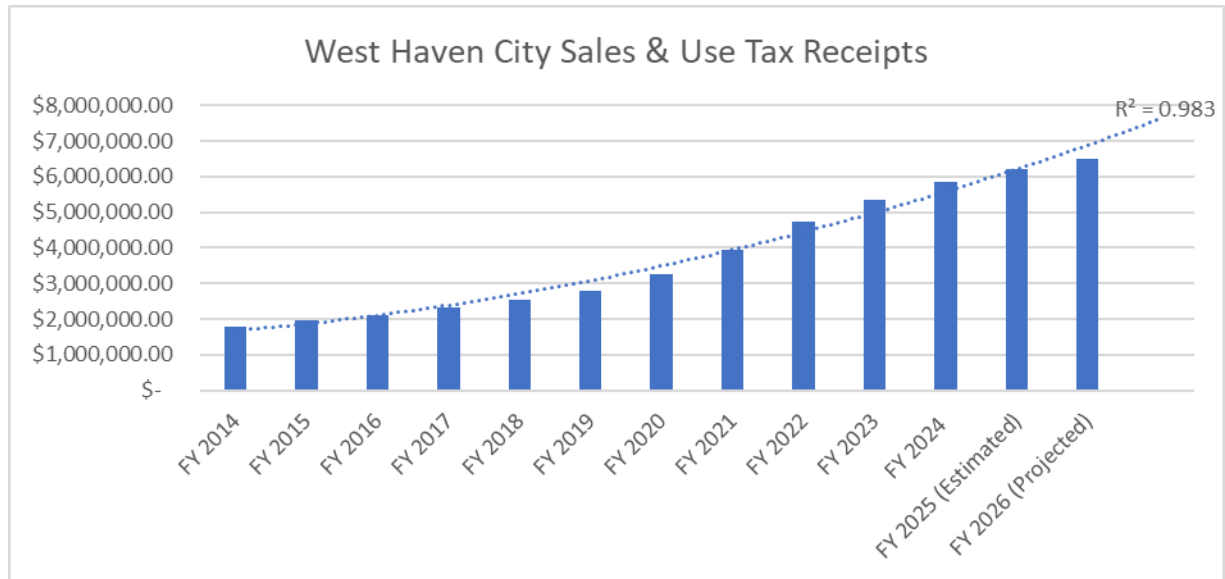
This revenue stream can vary yearly based on sales tax collected locally and throughout Utah. However, in the recent past, sales tax revenue has steadily increased, as shown in the bar graph entitled "West Haven City's Sales & Use Tax Receipts." The most recent sales tax receipts indicate that, as of March in FY 2025, the City is 6% ahead of the previous fiscal year. Several explanations for this growth in sales tax may be attributed to population growth in West Haven City and inflationary increases in the price of goods.

The "West Haven City's Sales & Use Tax Receipts" chart shows past fiscal years' sales and use tax revenue (unaudited) and an estimate of future years' sales tax based on a trend line. Fiscal Year 2025 was estimated using the actual tax receipts from July 1, 2024, to February 29, 2025. For the remainder of the sales tax receipts for FY 2025, namely the months of March through June, the City estimated receiving the same monthly sales tax that it did in FY 2004. This approach to estimating FY 2025 showed a 6% increase in sales and use tax revenue in FY 2025 compared to FY 2024. To project the sales and use tax in FY 2026, the City anticipates that sales tax will be 5% higher than in FY 2025. Specifically, West Haven City is projecting that sales and use tax revenue received in FY 2026 will be \$6,510,000.

Additionally, the chart shows a dashed trend line projecting future receipts of Sales and Use Tax. This trend line includes an R-squared value ( $R^2$ ) that indicates how well it fits the historical data set. More specifically, the  $R^2$

values range from 0 to 1, with a higher number representing a better fit of the trend line to the data. Using the trend line, it appears that the City's projected sales and use tax of \$6,329,782 was appropriate.

In the coming years, West Haven City is optimistic that retail development will increase within the City, based on the development of a 70-acre retail development site located at the southwest corner of 4000 South and Midland Drive. Within this site, Walmart owns approximately 20 acres and, in the CY 2025, is completing the permitting process to construct a 170,000-square-foot Walmart Supercenter and Fuel Center. Once a Walmart Supercenter is constructed, the City anticipates that other retail outlets and services will develop near Walmart. The full build-out of the seventy (70) acres is projected to generate approximately \$190,000,000 in new gross taxable sales, which the City estimates will yield \$1,900,000 in annual City sales tax revenues.



As described above, the Local Sales and Use Tax distribution is based on a formula, with 50% of the tax allocated to the entity where it was collected and the remaining 50% pooled and distributed to cities and towns statewide, proportionate to their population. To ensure that the City receives its entitled share of the Local Sales and Use Tax periodically, the City will verify that businesses within the incorporated limits of West Haven are correctly reporting their business locations to the Tax Commission. This verification ensures that the Local Sales & Use Tax distribution formula portion based on the 50% point-of-sale (location) is accurate.

Sales taxes are self-reported by the business owner to the Utah State Tax Commission, and several circumstances in West Haven City may lead to errors by business owners in the self-reporting process, such as:

- 1900 West and Midland are commercial districts that are also the boundary between Roy, Ogden, and West Haven
- Ogden and West Haven have a common zip code
- West Haven City is smaller than Ogden, and people tend to identify their location with a more prominent location (in this case, a larger municipality)

The verification that business owners correctly report their location to the Tax Commission is accomplished by the City Business License Officer, who oversees the issuance and renewal of business licenses. The Business License Officer can cross-reference the City's database of licensed businesses in West Haven against the Utah Tax Commission's database to verify that businesses licensed with West Haven City correctly report their locations to the Sales Tax Commission.

The City Business License Officer recently identified several significant businesses incorrectly reporting their locations. Upon notification, the Tax Commission investigated these discrepancies, corrected the reporting error, and redistributed the correct amount to West Haven City for a period of time.

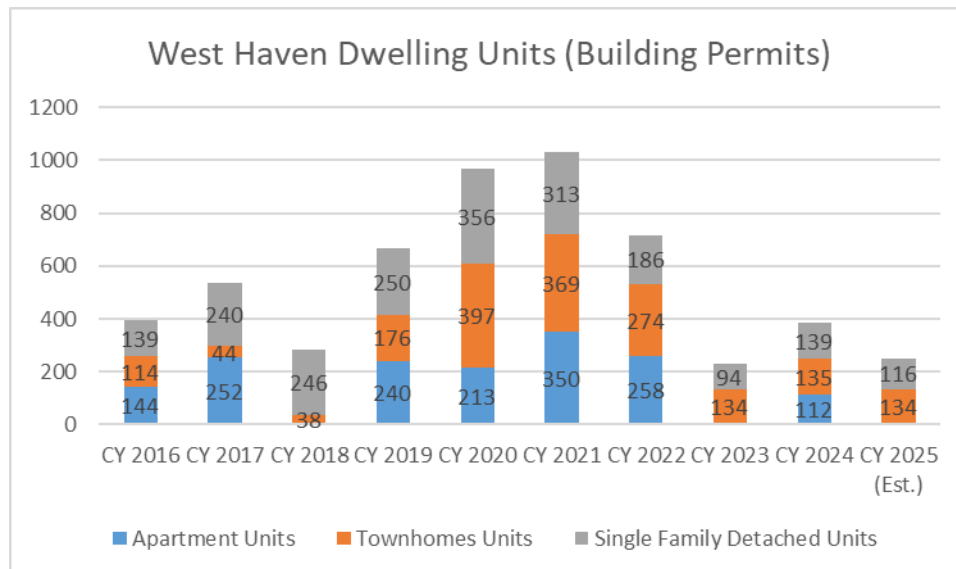
As referenced above, Utah Code 59-12-202(1) declares the State Legislature's purpose and intent for the sales tax to be used to the greatest extent possible by cities to finance their capital outlay requirements and to service

their bonded indebtedness. West Haven City has pledged a portion of its sales tax to reimburse UTOPIA for their construction of a fiber optic network within the City only if subscriber revenue in West Haven City does not cover the debt services and to reimburse Developers for the realign Hunter Drive (an existing public road) to accommodate a larger Walmart Store. For more details about these sales tax pledges, please reference subsection *10-69 Contribution to Other Units*.

- *10-3140 Franchise Tax.* Comcast pays West Haven City approximately \$24,000 quarterly. The franchise tax is imposed on privately owned utilities that have been granted a franchise to operate within a governmental entity, utilizing the governmental unit's property for wiring and underground pipes. Budget \$96,000.
- *10-3191 Telecommunication Tax.* The state authorizes cities to collect a Municipal Telecommunications License Tax on landlines and cell phones. More specifically, Utah Code 10-1-403 permits a municipality to levy a tax rate of 3.5% on the telecommunications provider's gross receipts from telecommunications services attributable to the municipality. Budget \$55,000.
- *10-3192 Municipality Grant.* As noted in the section on Sales Tax, Weber County residents have approved the optional sales tax of 0.10%, Botanical, Cultural, and Zoo Tax, commonly referred to as the RAMP Tax in Weber County. The County receives one penny for every dollar spent to fund new and existing recreation, arts, museums, and parks facilities. Most RAMP Funding is distributed to eligible entities through a competitive grant application process facilitated by Weber County. However, for this revenue line item, Weber County distributes RAMP taxes to cities within the County based on the 2020 census, with each city receiving one dollar per citizen, subject to a minimum of \$5,000. West Haven City's 2020 census population was 16,739, and as such, the City receives \$16,739 based on this formula. Budget \$16,700.
- *10-3193 Transient Room Tax.* Utah Code Annotated 59-12-301 enables cities to impose a transient room tax (TRT) not to exceed 1% on charges for the rental of temporary lodging at hotels, motels, inns, trailer courts, campgrounds, tourist homes, and similar accommodations for stays of less than 30 consecutive days. With the adoption of Ordinance No. 03-2009, West Haven City imposed a 1% TRT, which is charged in addition to sales tax and other applicable taxes. TRT is collected by the Utah State Tax Commission and remitted to the City. The Municipal Transient Room Tax can be used for any general governmental purpose. Budget \$72,500

### **License & Permit Revenues.**

- *10-3210 Business License Fees.* Utah Code 10-1-203 allows a municipality to license a business to operate within its limits and to impose fees on those businesses. It is estimated that the City will receive \$120,000 based on the actual business license fees for FY 2024. Budget \$120,000.
- *10-3220 Miscellaneous Building Permit Fees & 10-3221 Building Permits.* From 2016 to 2024, West Haven City experienced an average annual increase of 579 units. However, in CY 2023, the City experienced a noticeable decrease from this average in the number of dwelling units constructed, with only 228 units built (134 townhome units and 94 single-family detached units). The CY 2024 saw a 69% increase in dwelling units compared to the number of units constructed in 2023. Specifically, CY 2024 had 386 units built (112 apartments, 135 townhomes, and 139 single-family detached).



City staff believe it prudent to estimate growth-related revenue, such as building permits, conservatively due to variables such as interest rates, local economy, and cost of materials and supplies. All revenue estimates associated with building permits are derived from estimating that there will be 116 single-family detached and 134 townhome building permits issued in the CY 2025; these estimated building permits are the average single-family detached and townhome building permits issued in the CYs 2023 and 2024.

Building-related revenue is divided into two revenue line items, with *10-3220 Miscellaneous Building Permit Fees* accounting for the Plan Review Fee and the State of Utah Fee. Below is a chart that shows the estimated revenue associated with each revenue line account based on the construction of 134 townhome units and 116 single-family detached units.

	134 Units of Townhomes	116 Units of Single Family	Totals
<b>10-3220 Miscellaneous Building Permit Fees</b>			
Plan Review Fee	\$ 43,201.68	\$ 74,676.26	\$ 117,877.94
State Permit Fee	\$ 2,073.70	\$ 3,733.80	\$ 5,807.49
		<b>Total:</b>	<b>\$ 123,685.43</b>
<b>10-3221 Building Permits</b>			
Building Permit Fee	\$ 207,368.77	\$ 373,380.90	\$ 580,749.66
		<b>Total:</b>	<b>\$ 580,749.66</b>

Budget \$123,600 in *10-3220 Miscellaneous Building Permit Fees* and \$580,800 in *10-3221 Building Permits*.

### **Intergovernmental Revenues.**

- *10-3341 UDOT/Wasatch Front.* The Community Development Director, Stephen Nelson, submitted a grant application to the Wasatch Front Regional Council (WFRC) for the 2025 Transportation and Land Use Connection Grant, requesting funding for a land use and transportation plan. On March 20, 2025, WFRC formally announced at a Regional Growth Committee meeting that West Haven City had been awarded a \$50,000 grant, with a matching contribution from the City of \$6,770. The grant funds will be realized in FY 2026. A corresponding expense for creating the General Plan/Land Use Plan is described in 10-4821 Professional Services (Long-Range Planning Services). Budget \$50,000.
- *10-3345 Local Grants.* In FY 2024, the City budgeted \$55,000 in local grants. Upon reviewing the actuals for FY 2023, the number and amount of local grants received during that fiscal year were relatively small. It is advisable not to budget grants until after they are received or awarded, except when it is known that the City will receive an annual amount, such as the Municipal Grant (RAMP). Budget \$0.00.



- 10-3347 RAMP Grant. Through the efforts of Sheri Bingham, the City's Grant Writer, and Brock Randall, the Parks & Recreation Director, the City was able to secure a RAMP grant that provides funding for entertainers for the Arts Festival (\$7,500), sound and lights for the Arts Festival (\$5,000), advertising (\$5,000), and supplies for the Arts Festival (\$1,346). The total cost of this event is estimated to be \$43,196, with \$18,846 being provided in RAMP grant funding and the City paying the balance of \$24,350. Budget \$18,800.

### **Charge for Services – Revenues.**

- 10-3410 Administrative Services WHSSD. On November 6, 2024, West Haven City adopted Resolution 47-2024, approving an Interlocal Agreement with the West Haven Special Service District (WHSSD or District) for the City to provide administrative and operational services to the WHSSD and for WHSSD to reimburse the City for these services.

The FY 2026 budget includes the receipt of money transferred from the WHSSD's Fund to the City's General Fund for the WHSSD's share of administrative and overhead services performed within the City's General Fund, which benefits the WHSSD. Attachment "A" of the Interlocal Agreement outlines the administrative and operational expenses that the WHSSD agrees to reimburse West Haven City.

Attachment "A" was a simple cost allocation exercise based on a percentage of reimbursement of the expense incurred in the General Fund that the WHSSD is estimated to receive for services. The cost allocation of expenses can be an elaborate exercise with formulas; however, the allocation of costs in Attachment "A" was determined based on reasoned judgment of the percentage of the services attributed to the District.

The allocation of expenses in any given year is based on the prior year's budgeted administrative and operational expenses in the City's General Fund. The City and District found that the percentages agreed upon in Attachment "A" were roughly proportionate to the costs of these services to the District.

An itemized table of administrative and operational expenses, allocation percentages, prior-year budgeted expenses, and total costs that the District will reimburse the City is available upon request. Budget \$611,100.

- 10-3415 Administrative Services Storm Water. The FY 2026 budget calculated the transferring funds from the Storm Water Funds to the General Fund as an inter-fund reimbursement for the Storm Water Fund's share of administrative and overhead services performed within the General Fund, which benefits the Storm Water Fund.

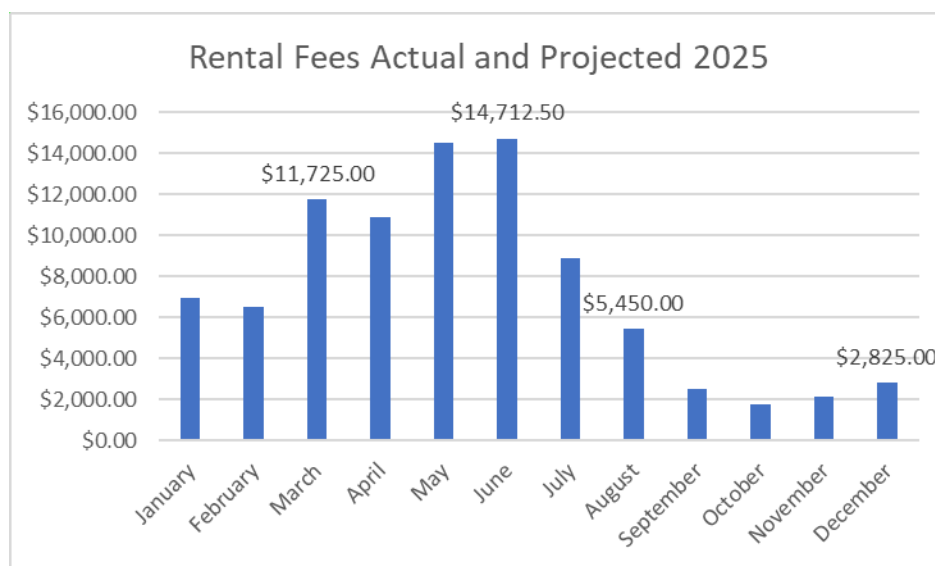
In the Storm Drain Fund section of this memo, is an expanded description of the administrative and overhead services in the General Fund that benefit the Storm Water Fund, along with the reimbursement amount that the Storm Drain Fund will remit to the City in future fiscal years if the storm water utility fee is adopted that includes this expense. The Administrative Services is calculated to be \$161,000 in which the Storm Water Fund would transfer to the General Fund for services rendered. There is a corresponding line item *51-4461 Administrative Services Transfer to General Fund* in the Storm Drain. Budget \$0.00 in FY 2026.

- 10-3471 Heritage Days. Heritage Days' revenue is attributed to sponsors' donations, dinner and breakfast fees, and vendor booth fees. This revenue line item appears to be relatively constant. Budget \$55,000.
- 10-3475 Recreation Fees. The City aims to strike a balance between cost recovery and affordability when setting recreation participation fees, encouraging participation in these programs. Recreation participant fees typically cover the direct expenses of programs. Specifically, they cover costs such as referees, uniforms, and equipment. However, the participant fees do not cover indirect costs, such as the salaries and benefits of the Recreation Coordinators, administrative supplies, utilities, and overhead.

With fluctuating costs, the City's fee schedule does not specify the participation fees but instead includes language stating, "The Recreation Director is authorized to determine and charge the cost of participant fees based on the estimated actual direct costs per estimated participant numbers." In this way, recreation fees are more likely to stay current.

As described in *10-4749 Hockey*, the Utah Hockey Club has launched a new program for youth in Utah, similar to the Jr. Jazz program. West Haven Recreation has been working closely with them in this process and is excited about adding Hockey as the newest recreation program. This program is estimated to generate \$15,000 in recreation fees for the first year. Budget \$140,000.

- **10-3477 Recreation Fee Waivers.** This new contra-revenue line item proposes that the City Council authorize Recreation Fee Waivers that would allow otherwise underserved youth to participate in recreational activities provided by the City. This Recreation Fee Waiver program would not be advertised; however, it would enable City staff to prevent youth from being turned away from participating in recreational programs. From a budgetary perspective, this recreation fee waiver program is accomplished through this contra-revenue account. More specifically, this line item will have a negative amount in the line item, reducing the revenue earned by the City for Recreation Fees. Budgeting a contra-revenue amount provides the City Council with an accounting of the amount of waivers granted by City staff during a year. A nominal budgeting amount of \$500 for waivers is proposed. Budget (\$500).
- **10-3479 The Barn Community Center Rental.** Nilson Homes and the City constructed the Barn Community Center as a partnership through a Master Development Agreement. The Barn's amenities include two large flat-screen TVs, wireless Internet, a private patio and lawn, a warming kitchen equipped with a microwave, stove, and refrigerator, and restrooms, accommodating up to 124 people. The Barn has become popular for birthday parties, baby showers, wedding receptions, and homecomings. The Barn is available for rent every day of the week from 9:00 AM to 9:00 PM. As of February 2025, the actual rental (January through February) and reservations (March through June) for the CY 2025 suggest that, on average, the City will average rental fees of \$7,200 per month. This revenue line item is anticipated to receive \$86,400 for the full year. Budget \$86,400



- **10-3485 Sanitation Services.** The City contracts with Waste Management of Utah, a national company with a regional office in West Haven, to provide residential curbside solid waste collection. On August 21, 2024, the City Council adopted Resolution No. 33-2024, increasing garbage fees from \$11.73 for the first garbage containers to \$14.15. Additional garbage containers also increased from \$7.48 to \$9.95.

As of January 31, 2025, the City had 4,372 first garbage containers and 2,143 additional garbage containers. The City anticipates receiving \$742,365 in revenue for the first garbage container and \$255,874 in revenue for the additional garbage containers, totaling \$998,239.80 in revenue in FY 2026. It should be noted that there is a corresponding expense line item in 10-6037 Sanitation Services. Budget \$998,239.80

### **Miscellaneous – Revenues.**

- **10-3605 Court Fines and Forfeitures.** The Justice Court is the City's judicial system for administering justice pertaining to Class B and C misdemeanors, small claims cases, and violations of West Haven City's ordinances within the City's incorporated limits.

The Justice Court Judge must use the Uniform Fine/Bail Forfeiture Schedule, prepared by the Utah Administrative Office of the Courts, a state agency, for violations of state laws for which an individual is cited. If an individual is cited for violating a municipal ordinance, the Justice Court Judge uses the City's Consolidated Bail Schedule, as outlined in UCA 10-3-703, which allows cities to impose fines for breaking municipal ordinances.

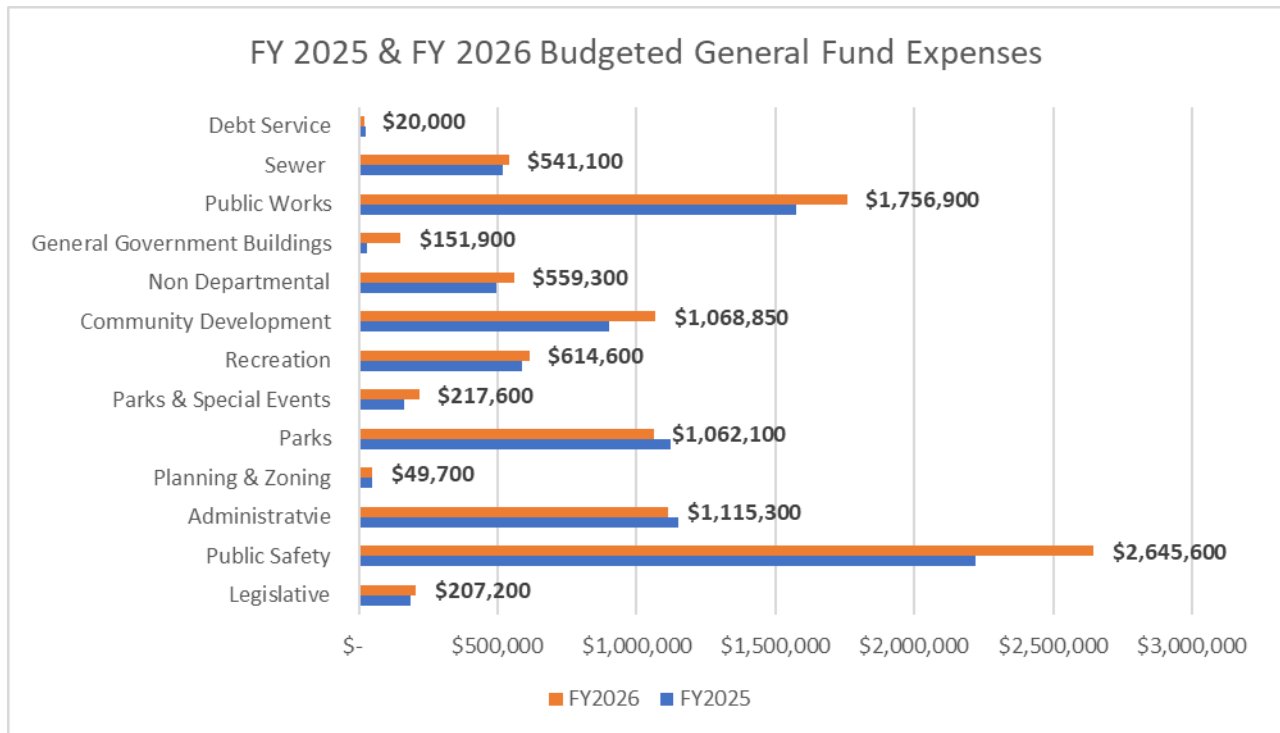
With courts being the judicious branch of government, their mission is to provide the people with an open, fair, efficient, and independent system for advancing justice under the law. Court fines and forfeitures are not

intended to be a cost recovery for operating a court, and the imposition of fines and forfeitures is a means of administering justice. As such, the City should not compare fines and forfeitures (revenue) with the expenses associated with operating the Justice Court. Instead, the Justice Court should be considered an essential governmental service that the City provides to the public. Budget \$160,000.

- **10-3610 Interest Earnings.** West Haven City invests the General Fund's fund balance in the State of Utah Public Treasurer Investment Fund (PTIF). The PTIF accrues interest; from FY 2021- FY 2024, the average interest rate paid by the PTIF was 2.47%. However, from July 2024 through December 2024, the PTIF paid an average interest rate of 5.13%. Using the 4.5% interest rate, the City Treasurer estimated the amount of money attributed to the General Fund that would be invested in the PTIF and estimated that interest earnings for FY 2026 would be approximately \$140,300. Budget \$140,300.
- **10-3650 Miscellaneous Revenues (Concession Stand Lease Payments).** West Haven City has concession stands at Kenneth R Baldwin Park and the Sports Complex Park. Concessions during recreation programs are an ancillary service provided by the City to spectators at these events and park patrons. In the past, the City has experienced difficulties staffing the concession stands, resulting in inconsistent availability of concessions.

During FY 2025, West Haven City contracted with K&J Concessions to provide concession services through an exclusive lease arrangement of the concession stands at Kenneth R Baldwin Park and the Sports Complex Park. This lease arrangement required K&J Concessions to pay West Haven City a daily rental fee for the use of the concession stands, allowing them to retain net profits from the concession sales. Of more value to the City than the lease payment is that this agreement required K&J Concessions to stock, staff, and open the concession stands when recreation programs occurred at the Kenneth R Baldwin Park and the Sports Complex Park. K&J Concessions' opening of concession stands consistently gave park patrons the confidence to plan to purchase concessions while at the park or attending a recreation program. K&J Concession and City staff would like to extend the lease term for FY 2026. In FY 2025, the City received \$1,345 in lease payments from K&J Concession for the rental of the concession stands. Budget \$1,300.

**Expenses - Departmental Accounts.** West Haven City's General Fund uses departmental expense accounts to budget expenses, which are summarized in the chart below and the following narratives.



**10-41 Legislative.** The Mayor and City Council are the governing body of West Haven City, with ultimate responsibility for overseeing the city's affairs by enacting laws and policies within the City. The City Council also reviews and adopts the annual operating and capital improvement budgets, enters into contracts, sets fees and rates, and adopts plans and policies. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- 10-4116 City Council Projects (Contingency Funds). This line item contains \$20,000 as a contingency for any special projects the City Council identifies or requests during FY 2026. Budget \$20,000.
  - Community Relations (Contingency Funds). This new line item appropriates a small amount for the City Council to further relationships with other governmental entities. Specifically, expenses in this line item might include sending out Christmas cards and gift baskets (during the holiday season) to neighboring cities and taxing entities that have supported the City during the past year. The amount of this line item is \$1,000.

**10-42 Public Safety.** The Public Safety Department comprises several divisions responsible for enhancing public safety within West Haven City. Specifically, Law Enforcement, Crossing Guards, Emergency Management, and Animal Sheltering and Control Services are funded from this departmental expense account. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- 10-4210 Police Department. Two expenses comprise the Police Department line item, which includes the law enforcement contract with Weber County and the Flock Camera System. These two expenses enhance the public's safety by enforcing the law and preventing, detecting, and investigating criminal activities.
  - Law Enforcement Contract with Weber County. West Haven City Council adopted Resolution No. 06-2022, approving an Interlocal Agreement for Law Enforcement Services with Weber County. Through this Interlocal Agreement, the City contracts with and authorizes the County to investigate and enforce state laws and City ordinances, as well as conduct traffic enforcement, felony and misdemeanor investigations, follow-up investigations, and other related services. The personnel and equipment furnished by the Sheriff provide an active field force on duty on behalf of the City, offering direct services 24 hours a day, 365 days a year. The term of this Agreement commenced on July 1, 2022, and will continue through June 30, 2027. West Haven City can request to extend the contract for an additional five years by submitting such a request to the County Commissioners by March 31, 2027.

West Haven City is one of nine cities within Weber County that contracts with the Sheriff's Office for Law Enforcement Services. A funding formula is associated with the Interlocal Agreement, under which the contracted cities pay Weber County for Law Enforcement Services, which are adjusted yearly based on the County's budgeted operational expenses. These operational expenses are apportioned to the entities participating in this interlocal agreement according to a formula based on a 40% population allocation and a 60% calls-for-service allocation and are adjusted annually in accordance with these factors. The chart below, entitled "West Haven City Law Enforcement Costs," shows the annual increases that have occurred over time associated with West Haven City's growth in calls for service. The County invoices the City quarterly for Law Enforcement Services.

The City receives a reduction in payment based on a credit associated with West Haven City's liquor allotment being directed to the Weber County Sheriff's Office. Specifically, West Haven City is entitled to receive the State Liquor Allotment to prevent, detect, or prosecute alcohol-related offenses. These funds are distributed to cities based on a formula that includes the following factors: population, convictions for alcohol-related offenses, and the number of state liquor stores, package agencies, and liquor licenses within the jurisdiction. With the Sheriff's Office receiving the City's liquor allotment, the City's annual bill for law enforcement is reduced by the amount of the State Liquor Allotment, which is approximately \$20,700 for West Haven.

Additionally, at the end of the budget year, if the County's actual operational expenses are lower than the budgeted operational expenses used in the funding formula, all participating cities under this interlocal agreement receive a proportional credit on a future invoice from the County.

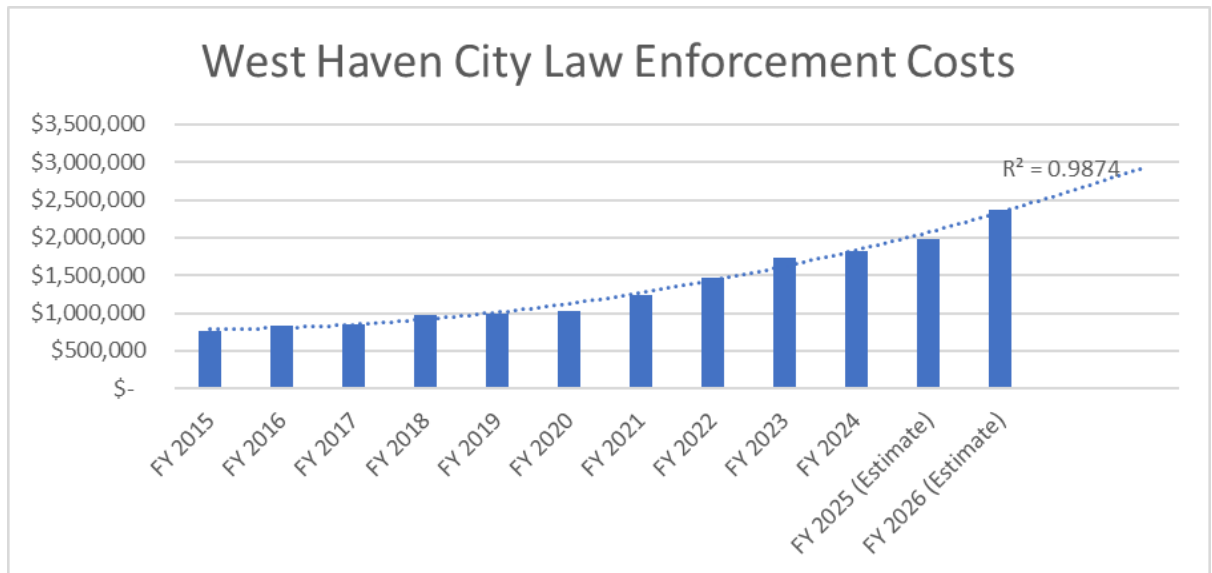
The FY 2025 budget estimate that the City received for law enforcement services from the Sheriff's Office was \$1,983,795. However, the Sheriff's Office is requesting additional funds for statewide radio encryption, which was not included in the original budget estimate. The Sheriff's Office is still billing from the original budget estimate of \$1,983,795 for the 3rd quarter. However, the 4th quarter billing will reflect the adjustment for radios, and any adjustments for savings (budget-estimated expenses vs. actual expenses) will be netted out. Currently, the Sheriff's Office estimates that there will be a very small refund (approximately \$ 215,000 to be allocated to all cities) from the adjusted budget number, with the actual amount not yet determined until the audit is complete.

Below is a chart entitled “West Haven City Law Enforcement Costs,” which shows the costs paid to the Weber County Sheriff’s Office for past fiscal years and a projected yearly cost based on a trend line. For FY 2026, the Weber County Sheriff’s Office estimates that the cost of providing law enforcement services to West Haven City will be \$2,367,982, representing a 19% increase of \$384,187 over the initial FY 2025 budget estimate of \$1,983,795.

Julie Stoddard, Financial Services Manager at the Weber County Sheriff’s Office, provided a few key points regarding the contract amount increase for FY 2026 with the following explanation:

*The wages category has the most significant portion of the increase. We added two new school resource officers, as well as an additional Lieutenant position to serve as the school security chief, as required by the state of Utah. Unfortunately, the state did not allocate any funds to cover this requirement. Additionally, we are offering our sworn staff a 4-part retention incentive, equivalent to \$5.00 per hour for each officer, for a period of one year. Going into future years when the wage study is complete, we anticipate at least the same impact, if not more. Health Insurance costs also increased year over year.*

During FY 2024, the West Haven City Council discussed the need to address wages for Deputies at the Weber County Sheriff’s Office. The first instance occurred on August 21, 2024, at a City Council meeting, during which the City Council discussed providing a letter of support to Weber County regarding wage increases. On October 2, 2024, the City Council formally approved the sending of a letter of support for law enforcement increases. Budget \$2,367,982.



It should be noted that the Sheriff’s Office has also stated that cities may request additional services or personnel not otherwise provided with the standard law enforcement service contract or for enhanced law enforcement services. The Sheriff will review the need/request with the City to determine whether such an additional service is feasible and will then determine the cost of providing the enhanced service to the City. If both the City and the Sheriff agree on the service and the cost, the parties shall execute a written amendment to this Agreement containing the additional services and costs agreed upon.

- Flock Cameras. West Haven City, along with some of its neighboring cities, including Ogden and Roy, has adopted a Flock Camera System to assist in solving and preventing crime. More specifically, West Haven City has deployed ten Flock cameras at strategic locations throughout the City.

Flock owns and maintains these cameras, and West Haven City is charged an annual service fee per camera. Specifically, the \$3,000 per year camera package includes maintenance of hardware defects (excluding theft or vandalism), cloud storage, and cellular LTE (i.e., wireless service for the cameras). The ten cameras within West Haven City were deployed in two separate sets, each consisting of five cameras. As such, the City is invoiced for the initial five



cameras in January of each fiscal year, with the second set of cameras expected to be invoiced in or around May or June. Budget \$30,000.

- 10-4211 Crossing Guards. Utah Code 41-6a-303 outlines the requirements for reduced speed school zones, the operation of warning lights, and the duties of school Crossing Guards. Moreover, this code section expressly states that cities (local highway authorities) shall provide, train, and supervise school Crossing Guards in reduced-speed school zones.

West Haven City employs Crossing Guards to assist children crossing the street on their way to and from school at the following locations: 4400 South 4100 West (West Haven Elementary); 3900 West 4350 South (West Haven Elementary); 3500 West 2900 South (Kanesville Elementary); 4800 South 4700 West (Country View Elementary); 5100 West 3575 South (Haven Bay Elementary); West 3300 South 5000 West (Haven Bay Elementary); and 4700 West 4000 South (Quest Academy). Each crossing guard is paid for 3 hours per day worked.

It should be noted that the Crossing Guard stationed at 5100 West 3575 South (Haven Bay Elementary) is actually Hooper City's responsibility. On July 17, 2024, the City Council adopted Resolution No. 30-2024, approving an Interlocal Agreement between West Haven City and Hooper City. The agreement included an arrangement whereby Hooper City may request that West Haven City assist in providing a Crossing Guard for the 5100 West 3575 South intersection. Based on West Haven City having an available Crossing Guard, the City Manager may choose to provide a Crossing Guard for this intersection, and Hooper City agrees to provide reimbursement to West Haven City for the expense of the Crossing Guard, including the cost of wages, supplies, and other direct costs.

The City provides training to the Crossing Guards annually, which is proscribed in the MUTCD Manual, *Section 7D.06 Training for Adult Crossing Guards* which includes training, as a minimum, in the following: Uniform and equipment; Operation procedures; Traffic safety, rules, and regulations; and Emergency procedures, including first aid and CPR. This training is accomplished partly by watching a training video produced by UDOT on the Safe Routes Utah website (see "Crossing Guards" on Safe Routes Utah). The Weber County Fire District provides annual first aid and CPR training to the crossing guards. Crossing Guards receive a refresher course every year.

During FY 2025, City Staff met with UDOT, Quest Academy, and the Sheriff's Office to address the collective concerns of these entities regarding traffic and school-aged pedestrians at the intersection of 4700 West 4000 South. After multiple meetings, an updated Safe Routes to School Plan prepared by Quest Academy and UDOT performed studies, UDOT decided that the following improvements were warranted and would be completed before school starts in the fall of 2025:

- Installing protected & permitted left-turning movements at the intersection of 4000 S 4700 W
- Installation of a school crosswalk (piano key striping) at the intersection of 4000 S 4700 W and advanced warning signs (there are no flashing school zone lights because the school zone crossing will be at a signalized intersection, with the crossing of students only occurring when traffic is stopped).
- The installation of a switch key that allows the crossing guard to lengthen the signal time to allow students to have more time to cross the street
- The posting of "no parking, standing, or stopping signs" on the south side of 4000 S from 4700 West to 5100 West

In addition to the improvements noted above, another outcome of the meeting with UDOT, Quest Academy, and the Sheriff's Office was the understanding that crossing guards must be City employees. For most of the 2024-2025 school year, Quest Academy had one of its employees fulfilling the duty of a crossing guard at the intersection of 4700 West 4000 South. Utah Code has the City responsible for hiring and managing crossing guards. As such, the City has hired a new crossing guard for the intersection of 4700 West 4000 South as a City employee. The City will also collaborate with the Sheriff's Office to provide annual training to crossing guards prior to the start of the 2025-2026 school year.

Below is a link to a map showing school boundaries in the Weber County School District.  
<https://weberschools.maps.arcgis.com/apps/mapviewer/index.html?webmap=2a1aba8d24be4093857a7263c7a4edb2>

- 10-4211 Emergency Management. For several fiscal years, Dan Tanner, the Code Enforcement Officer, has taken on additional duties of providing field inspections for the Storm Water Management Plan (SWMP) in the Storm Drain Fund and Emergency Management.

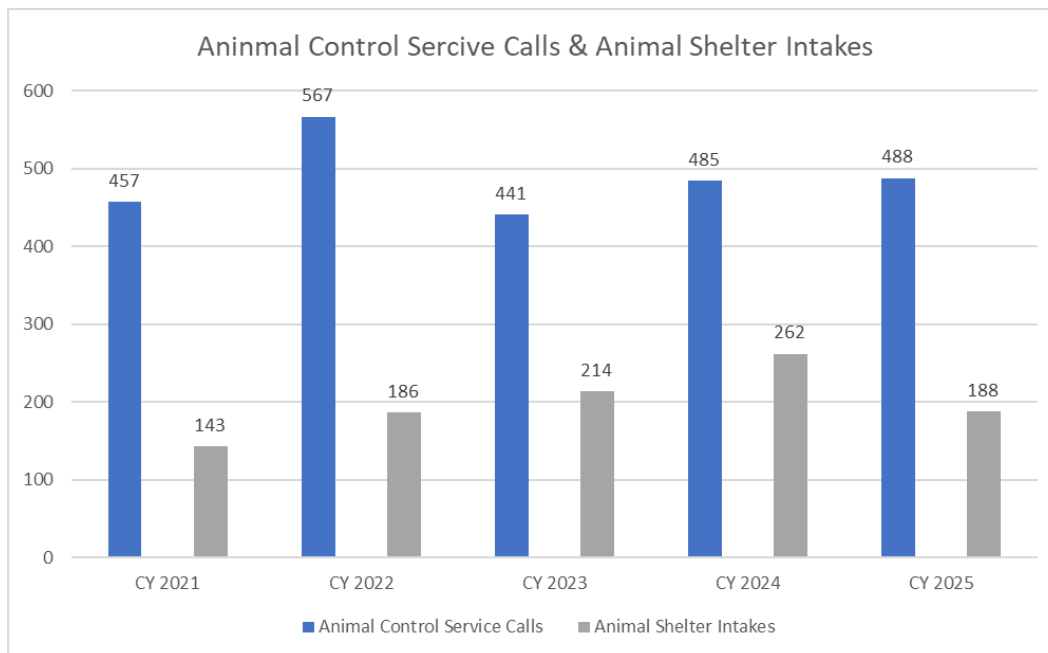
It is the City Manager's assessment that there is too much work assigned to Dan Tanner's position (Code Enforcement, Storm Water Inspector, and Emergency Manager) for him to have the time to make significant progress in his role as Emergency Manager. Additionally, code enforcement complaints and stormwater inspections are ongoing active cases that require immediate responses. In contrast, emergency management is more passive, requiring a less immediate response unless an actual emergency event occurs.

In future fiscal years, the Storm Water Fund is contemplating hiring an additional FTE to perform field inspections for the Storm Water Management Plan (SWMP). Relieving Mr. Tanner of one of the three duties currently assigned to him will provide him with more time to make progress as an Emergency Manager. That said, the passive nature of deadlines associated with emergency management will require Mr. Tanner and his immediate supervisor to intentionally establish and meet emergency management objectives, including planning and training efforts.

Even though Dan Tanner has been spending significant time providing services to the Storm Water Fund (an enterprise fund that should be financially self-sufficient), the General Fund has paid Mr. Tanner's salary and benefits. As such, removing Dan Tanner from conducting stormwater inspections will not have a financial impact on the General Fund in future fiscal years; however, it is an operational shift that is anticipated to improve the City's readiness for an emergency. Once Mr. Tanner is relieved of some of his stormwater duties, he will propose focusing on the duties listed below. That said, even while Mr. Tanner is involved in performing stormwater inspections, will attempt to make progress on the items listed below:

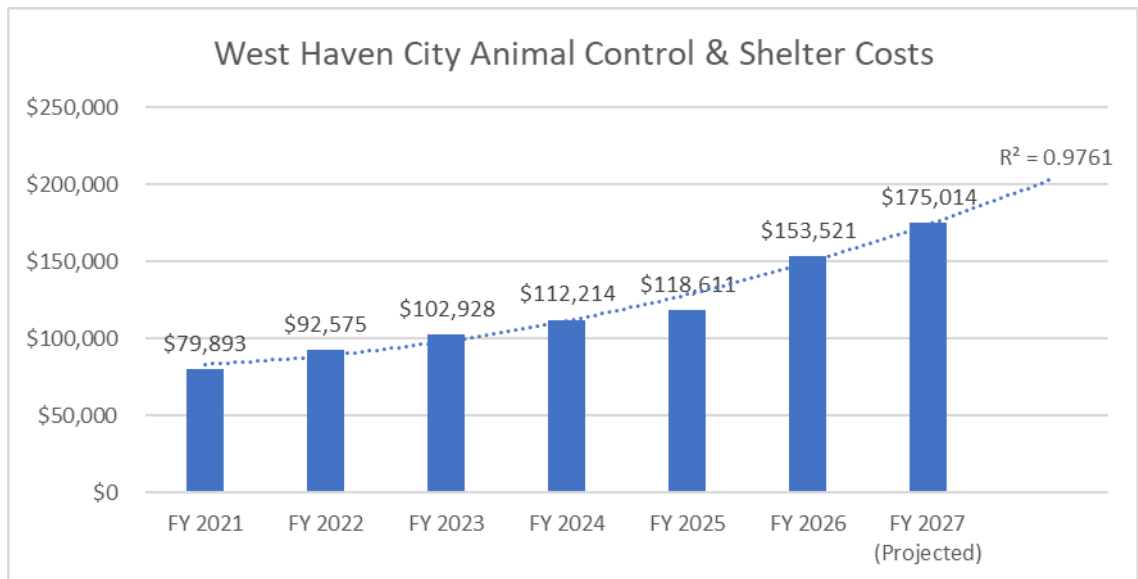
- With assistance from Councilmember Saunders and Dixon, reorganize the CERT program
  1. Implement the new Rapid Disaster Assessment (RDA) program, assemble kits.
    - a. Establish RDA location points
    - b. RDA training for citizen volunteers
  2. First Aid training
  3. Fire suppression training
  4. Establish CERT citizen leadership organization
- Complete replacement of Mass Casualties (MC) supplies/CERT structure at Rocky Mountain
  1. Review MC supplies for contamination
  2. Replace contaminated supplies
  3. Develop a protocol for use with Weber Fire and Weber Sheriff department
- Complete the implementation of the secondary/mobile Mass Casualties (MC) supplies/CERT trailer to be utilized at Mountain View Jr. High or other large disaster sites
  1. Organize and stock the trailer with supplies equal to the MC supplies at Rocky Mountain Jr. High
  2. Develop a protocol for use with the Weber Fire and Weber Sheriff departments
- Emergency Preparedness Fair
  1. Determine proper location
  2. Coordinate vendors and participants
  3. Coordinate with County Agencies
  4. Advertising and promotion of Fair
- Update current EOP
  1. Implement Points of Distribution (POD's)
  2. Implement new common language of Incident Command, etc.
  3. Assign and train new Organization assignments/roles
- 10-4253 Animal Control (Animal Control & Animal Shelter). West Haven City Council adopted Resolution No. 08-2019, approving an Interlocal Agreement for Animal Control and Animal Sheltering services with Weber County. Through this Interlocal Agreement, the City authorizes the County to enforce the City's Animal Control Ordinance by issuing licenses, picking up stray animals, issuing citations, and providing animal shelter services for animals picked up in West Haven City or animals relinquished by West Haven City residents. The term of this Agreement commenced in July 2019 and continues through July 1, 2024. The Agreement may be extended year-to-year for periods after July 1, 2024.

West Haven City is one of nine cities within Weber County that contracts with Weber County Animal Services for Animal Control and one of thirteen cities that contracts for Animal Shelter Services. As reflected in the numbers above, contract cities can elect for the County to provide only one of the services (Animal Control or Animal Sheltering Services) or both of these services. West Haven has contracted with the County to provide both of these services. The Interlocal Agreement establishes a separate funding formula that requires cities to contract with Weber County for Animal Control and Animal Sheltering Services. The service fee that the City pays is adjusted based on the formula's variables, which include the County's operating costs, the city's population, and the city's utilization of the services. Below is a chart entitled "Animal Control Service Calls & Animal Shelter Intakes," which shows West Haven's utilization of these services for the past several years.



The County's cost of operation for services has increased for FY 2026, associated with additional staffing. In or around 2013, the Weber County Animal Shelter increased its level of service to a no-kill Shelter. Weber County provided this high level of service by augmenting staffing with women inmates from the Weber County Jail. The Sheriff's Department has decided, due to breaches in conduct by female inmates, that inmates are no longer allowed to participate in chores at the Animal Shelter. To compensate for the staffing shortfall resulting from eliminating inmate work at the Shelter, the County budget included two new full-time positions and four new part-time positions.

Below is a chart entitled "West Haven City Animal Control & Shelter Costs," which shows the combined costs paid to Weber County for Animal Control and Animal Sheltering Services over the past few fiscal years, along with a projected yearly cost based on a trend line. To project the animal control cost for FY 2027, the average annual percent change from FY 2021 to FY 2026 was averaged to project that the cost would be 14% higher than in FY 2026. However, from FY 2025 (\$118,611) to FY 2026 (\$153,521), the percentage change in animal control and shelter costs increased by 29% (\$34,910), attributed to the increased need for staffing for animal sheltering services, which is likely skewing the projected costs for FY 2027.



In addition to paying a service fee based upon the formula above, the City agrees that all funds collected for dog licenses, pick-up charges, and other charges collected from animal owners under the City Animal Control Ordinance, except fines levied or imposed by any Court where the City commences the action, will be paid to and retained by the County.

For FY 2026, the combined expenses paid to Weber County for Animal Control and Animal Shelter costs will be \$153,600 (\$85,645 for Animal Shelter and \$67,876 for Animal Control). The County invoices the City quarterly for Animal Control and Animal Shelter Services. Budget \$153,600.

**10-43 Administrative.** The Administrative Department comprises several different positions and is responsible for managing the City's day-to-day affairs. Additionally, the Administrative Department carries out the decisions of the City Council or otherwise supports the Mayor and City Council in discharging their duties. Specifically, the positions comprised in the Department include the City Manager, City Recorder, City Attorney, and City Treasurer. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- **10-4330 Audit.** At the end of each fiscal year, the City Treasurer prepares the City's year-end financial statements. The Uniform Fiscal Procedures Act for Utah Cities, codified in Utah Code 10-6-150, requires the City to have an independent auditor determine if the City's year-end financial statements are prepared in conformity with generally accepted accounting principles, as prescribed in the Uniform Accounting Manual for Utah Cities.

West Haven City and the West Haven Special Service District solicited statements of qualifications and quotes for auditing services from certified public accountants in CY 2025. The Interlocal Agreement between the City and the District, adopted by Resolution 47-2024, states as follows:

*Due to the associated interrelated financial reporting and accounting activities, the City and the District agree to use the same certified public accounting firm to provide auditing and accounting services. The certified public accounting firm shall invoice the City and District separately.*

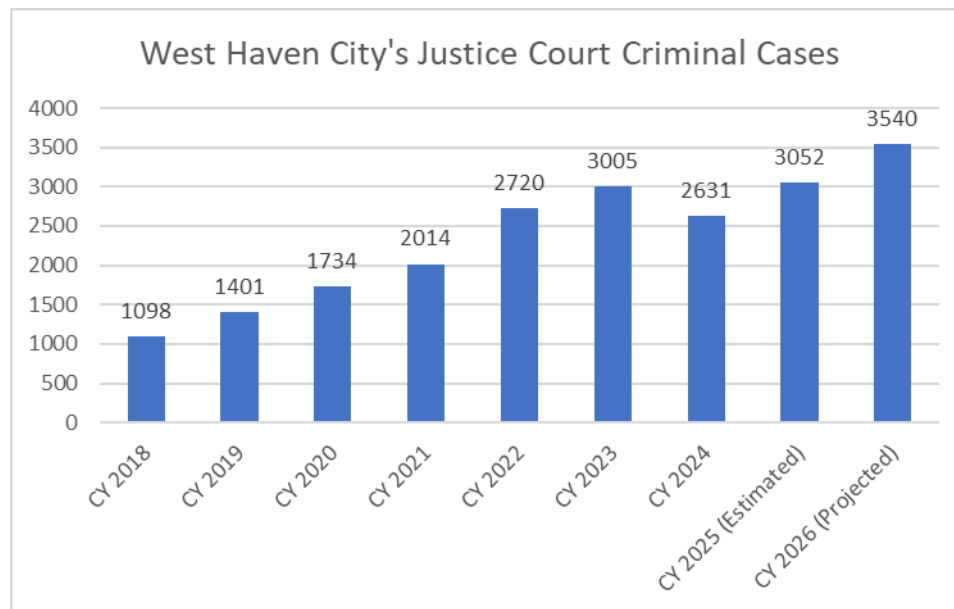
Two separate financial statement audits, for the City and the District, are to be prepared in accordance with Generally Accepted Government Auditing Standards.

The City and the District received statements of qualifications and quotes from various qualified firms, and on May 7, 2025, the City Council adopted Resolution No. #-2025, selecting Ulrich & Associates, PC, and entering into an engagement. The quotes for Ulrich & Associates, PC to audit the City's annual financial statement is as follows:

<u>Fiscal Year</u>	<u>Amount</u>
FY 2025	\$10,600
FY 2026	\$10,900
FY 2027	\$11,250
FY 2028	\$11,600
FY 2029	\$12,000

This new engagement would be for the fiscal year ending June 30, 2025, representing the initial engagement. At the election of the City and the District, the term may be extended beyond the initial engagement for four years. A second extension of three years (for a total of eight years) is possible if the City, District, and the certified public accounting firm mutually agree on the terms of the extension. Budget \$10,600.

- 10-4332 Attorney. There is a steady increase year over year in the citations processed through the Roy/Weber Justice Court. In CY 2024, West Haven accounted for 42% of the citations that comprise the Roy/Weber County Justice Court, with 2,631, while Roy accounted for 35% of the citations, with 2,224. The graph below, titled “West Haven City’s Justice Court Citations,” shows a steady increase in citations except for CY 2024, which saw a 12% decrease. From 2019 through 2024, the City realized, on average, a 16% increase in Justice Court Citations year over. The estimated and projected Justice Court Citations for CYs 2025 and 2026 are based on an average annual increase of 16%. The City will continue to monitor the number of citations attributed to West Haven City that are processed through the Justice Court System and their impact on the workload of the City Attorney, the City’s Legal Assistant, and the City Public Defender.



- City Attorney -Amy Hugie Contract. The City contracts with Amy F. Hugie, Attorney at Law, to provide civil and criminal legal services. The City Attorney represents the City in all civil legal issues. Finally, the City Attorney, as requested, prepares or reviews all contracts, ordinances, resolutions, litigation, and other documents and provides the City Council and staff legal advice in compliance with applicable laws. The City Attorney is responsible for addressing legal questions that arise in the general conduct of City business, including defending the City and its officials in civil proceedings. Amy Hugie also provides the prosecuting service for the City in connection with the West Haven City cases prosecuted in the Roy/Weber County Justice Court. Utah Code Annotated (UCA) 10-3-928 describes the duties of the City Attorney. For all the work performed by the City Attorney, the City has a flat-fee contract that pays \$105,000 annually. Budget \$105,000.
- Legal Assistant -Joan Toone Contract. The increase in citations affects the City’s Legal Assistant, Joan Toone. In July 2022, the City approved a contract with Joan Toone, as adopted by Resolution No. 20-2022. The Legal Assistant provides all legal assistance services to the City Attorney, specifically regarding the City Attorney’s responsibilities in prosecuting criminal citations within the City’s limits in the Roy/Weber County Justice Court. The 2022 contract paid the Legal Assistant hourly (\$24.00 per hour) for the monthly amount of time spent on legal matters.

In or around January 2024, Joan Toone requested that the contract structure be changed from an hourly rate to a flat rate. Joan Toone’s desire to eliminate the hourly rate structure was associated with the time spent preparing monthly invoices associated with the lengthy caseload. On the City side, the flat rate has the administrative benefit of making the budget more predictable.

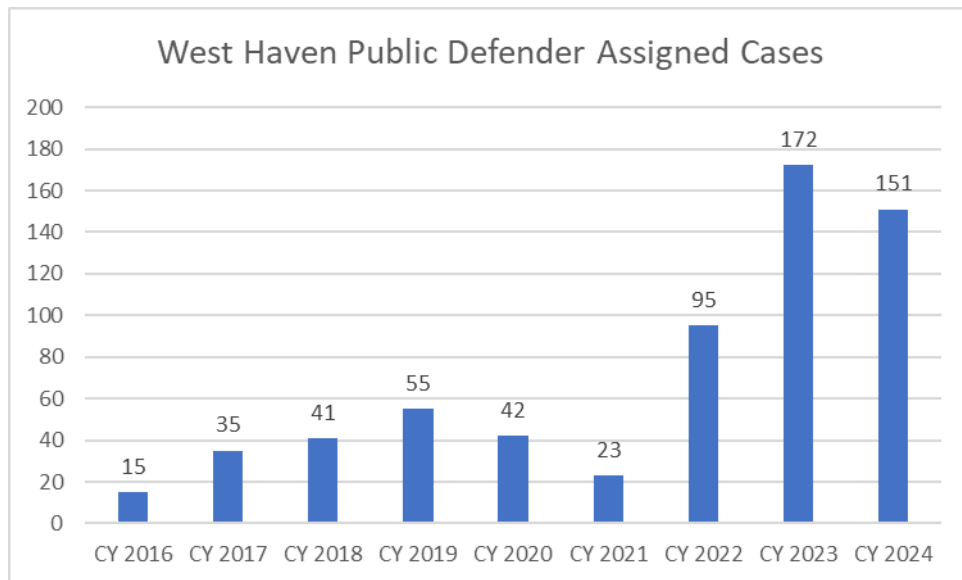


On July 3, 2024, the City Council adopted Resolution No. 25-2024, approving a three-year contract with Joan Toone at a flat annual rate of \$72,000. This new contract expires on July 3, 2027, and shall automatically renew yearly thereafter unless Ms. Toone or the City gives sixty (60) days' notice to terminate or renegotiate the terms of the contract. Budget \$72,000.

- Public Defender -Zachary Holbrook Contract. The Public Defender provides legal services to indigent people entitled to such services upon appointment by the Justice Court Judge. The Public Defender is a constitutional right of every citizen of the United States. Once the Public Defender is appointed, the City is obligated to pay for these legal services. The Public Defender presents the facts and legal arguments to demonstrate why a person is innocent.

The West Haven City Council adopted Resolution No. 15-2023, approving a Professional Service Agreement between West Haven City and Zachary Holbrook to provide indigent legal services. The Public Defender typically receives a flat amount of \$235 per case; however, the number of Justice Court cases has been increasing recently, and as such, the number of cases assigned to the Public Defender has also increased.

Additionally, the percentage of cases assigned to a Public Defender has increased. In CY 2022, three percent (3%) of the total justice court cases were assigned to a Public Defender, compared to CY 2023 and CY 2024, when six percent (6%) of the total cases were assigned a Public Defender. Budget \$45,000.



- 10-4334 Economic Development (Urban & Main Consulting). One of the strategic priorities outlined in Resolution No. 03-2022 included the City's proactive pursuit of commercial development, the development of sustainable business districts, and the strengthening of relationships with local, regional, and state stakeholders. To accomplish this strategic initiative, City Staff is proposing to engage Rob Sant with Urban & Main Consulting to provide the following economic development services:
  - Develop an Economic Development Strategic Plan. This planning effort commenced in April 2025 (FY 2025) and is expected to be completed within approximately six months. Budget \$30,500.
  - Develop Area Specific Economic Development Plans. This planning effort is expected to commence in FY 2027 and will help determine the economic viability and strategies for specific areas of the City. Budget \$12,000 (FY 2027).
  - General Economic Development Services – \$10,000 (billed at an hourly rate of \$180.00, which allows for 56 hours of work to be completed. Budget \$10,000.

10-4335 Treasurer. On October 16, 2025, the City Council adopted Resolution No. 45-2024, approving a professional services agreement with Child Richards CPA & Advisors to provide the City and District with accounting, internal controls, and annual budget and reporting preparation services. The Interlocal Agreement between the City and the District, adopted by Resolution 47-2024, states as follows:

*Due to the associated interrelated financial reporting and accounting activities, the City and the District agree to use the same certified public accounting firm to provide auditing and accounting services. The certified public accounting firm shall invoice the City and District separately.*

For the City, Ryan Child will serve as Treasurer, and Amy Davies will perform the functions of Finance Director. For a detailed list of duties and functions that the Child Richards CPA & Advisors performs, please refer to Resolution 45-2024. There is no term prescribed for the professional services agreed upon in Resolution 45-2024.

The professional services agreement has a fixed-fee arrangement, Child Richards CPAs & Advisors proposes a flat rate of \$6,250 per month, totaling \$75,000 per year between the City and District for FY 2025, with an annual cost of living adjustment (COLA) equivalent to the COLA given to City employees at the beginning of each fiscal year. The COLA-adjusted fee will take effect for July's services each year in which the COLA is adopted through the budgetary process. The monthly fee is billed separately between the City and District at a proportionate share of 85% and 15%, respectively.

In FY 2025, the fixed-fee arrangement billable to the City was \$63,750. In FY 2026, the City proposes a 1.4% COLA increase for employees, which would apply to Child Richards CPA. The adjusted fixed-fee arrangement for FY 2026 is \$64,642.50. Budget \$64,700.

- **10-4390 Education- Community Promotion.** As a cost-saving measure implemented in January 2024, the City transitioned to electronically providing City newsletters to its residents. Since then, the City has received feedback from residents requesting a printed newsletter. The newsletter is proposed to be printed and mailed to each utility customer quarterly. Utility customers would receive a mailed copy of the March, June, August, and November newsletters. In the other months, the newsletter will be available electronically. The cost of printing a four-page, colored newsletter on 11" x 17" (ledger size) paper is \$1,927.60 (4,880 quantity \* \$0.395 cost per print = \$1,927.60). Folding and inserting 4,880 newsletters into an envelope is \$87.84 (4,880 x \$ 0.018 = \$87.84). Budget \$8,400.

**10-44 Planning & Zoning.** The Planning Commission is a seven-member body that serves as the land use authority for specific development applications subject to administrative decision and an advisory body to the City Council on land use policies and ordinances. The Mayor appoints members upon the advice and consent of the City Council. The essence of this departmental expense account is to pay Planning Commissioners a monthly stipend through payroll, and commissioners are provided with a 1099 tax form. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- There are no significant changes to this departmental expense account for FY 2026.

**10-45 Parks.** The Park Department maintains the City's parks, open spaces, entryways, park structures, and equipment to benefit residents and visitors. More specifically, the Parks Department plants and trims trees, maintains grass areas, fixes irrigation lines, inspects and maintains playground equipment, applies pesticides, performs weed abatement, removes trash and graffiti, and maintains the cemetery and restrooms. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- **10-4515 Professional Services (Contractor for Lawn Care Services).** The City has not hired seasonal employees to mow lawns at City facilities. Instead, the City has hired Butler Yard Care, a mowing contractor, to provide lawn care services for the City facilities, as noted below. Budget \$40,000.

Facility	Square Footage	Acres
City Hall	50,000 sq/ft	1.14 acres
Holmes Park	105,600 sq/ft	2.42 acres
Tuscan Meadows	85,000 sq/ft	1.95 acres
Country Haven Park	103,653 sq/ft	2.37 acres
Fair Grove Islands along 4700		(Less than 1)
Pond off 3500 West		(1 acre)

- **10-4515 Professional Services (Licensed Landscape Architect).** With the adoption of Resolution 02-2025, the City entered into an on-call contract with G. Brown Design (GBD) for professional, licensed landscape architectural services. The on-call contract term is through January 1, 2028, and the contract will be automatically extended in three-year intervals unless mutually agreed upon otherwise. The City selected GBD through a

competitive procurement process, during which it reviewed statements of qualifications from multiple landscape architects. While the City entered into an on-call contract with G. Brown Design (GBD) as the primary on-call landscape architect, Resolution 02-2025 also established a pool of other talented professionals who may be well-suited for a specific project based on the firm's skill set. This pool would include Landmark Design, MGB+A, and Blu Line Design. Below are summaries of the landscape architecture projects budgeted for FY 2026:

- **Cemetery Columbarium—Landscape Architect Design Assistance.** *The Parks and Recreation Director and the City Sexton recommend constructing a columbarium at the cemetery. A columbarium, also known as a cinerarium, is an above-ground, free-standing structure often configured as a wall with niches designed for the interment of cremated remains. The columbarium unit is typically two-sided for efficiency, featuring numbered rows and columns with each niche identified.*

There are several benefits to having a columbarium within the City's cemetery. Columbarium occupies less space than traditional burial plots, extending the capacity of the City cemetery and allowing for more burial options. Additionally, columbariums reduce maintenance because these structures are easier to maintain than traditional burial plots that require ongoing upkeep of the grounds, including regular mowing, leveling of sunken graves, and grass planting.

Columbaria are often constructed as a precast concrete structure brought to a cemetery by a large truck and placed on a footing. The structure is faced with brick, block, stone, granite, or precast veneer. The niche where the cremated remains are interned generally measures 10 ½" x 15" x 20" deep.

The City Sexton has noted that cremation is becoming a more popular form of burial as it is less expensive than embalming a body. For this reason, the City can expect an increase in demand for the interment of cremated remains.

It is proposed that the City engage the Landscape Architect in FY 2026 to specify the layout and design of the columbarium, along with an estimate of the cost to implement this project. The actual construction of the columbarium is scheduled to occur during a future fiscal year. Budget \$10,000.



- **Pickleball Area Remodel- Landscape Architect Design Assistance.** *The Parks and Recreation Director has identified the need to remodel the area surrounding the pickleball court complex in the Country Park. The Parks Department has encountered multiple maintenance challenges with the sand volleyball pit adjacent to the pickleball courts. Essentially, the sand from the volleyball pit is migrating onto the pickleball courts, creating maintenance and safety issues. The Parks Department needs a separation between sand and court space.*

Additionally, the Parks Department would like to engage the City's Landscape Architect to specify a landscape treatment around the perimeter of the pickleball courts, eliminating irrigation and the trimming of grass directly bordering the courts, which also negatively impacts the courts. Eliminating sand, water, and grass clippings from the pickleball court area will preserve the court's playing surface, minimize maintenance concerns, and enhance the area's appearance.



In 2023, G. Brown Design Inc. created a concept plan for the Kenneth Baldwin Country Park, which included a plaza adjacent to the pickleball courts featuring raised planters, seating walls, and movable tables and chairs. It is proposed that the City engage the Landscape Architect in FY 2026 to conduct additional design work associated with this plaza concept, specifying the landscape treatment around the perimeter of the pickleball court complex, and to determine the costs of constructing these improvements. The actual construction of the landscape treatment and relocation of the volleyball pit will occur during a future fiscal year. Budget \$10,000.



- **City Hall Landscaping Refresh- Landscape Architect Design Assistance.** West Haven City constructed and landscaped its City Hall approximately 20 years ago. Over the years, some of the original plant materials have died and been replaced with others that may not be appropriate. In some cases, when the original plant material died, there was no replacement planting, and tree stumps remain where trees once stood.

To improve the quality of the landscaping at City Hall, it is proposed that the City's on-call Landscape Architect specify the changes needed to the current landscaping. Specifically, the City would engage a landscape architect to prepare landscape plans for City Hall. The envisioned scope of work is to maintain the current configuration of the planting areas and refresh them with improved plant selection that provides color and texture throughout the season. Furthermore, the City's objective is for the landscape architect to specify designs and plant materials that require lower maintenance and less water yet remain attractive and suitable for public spaces. The City has the original landscape plans, which may help the City's on-call Landscape Architect.

As part of designing the landscape plantings (softscape), the City would have the Landscape Architect specify the suitable replacements for the walkways and patio spaces (hardscape) around the City offices as described below. It is proposed that the City engage a Landscape Architect in FY 2026 to prepare a planting plan, along with an estimate of the cost to implement the new plantings. The actual installation of the planting plan will occur during the same construction season as the replacement of the City Hall hardscape, as described below. Budget \$10,000.



- City Hall Hardscape- Landscape Architect Design Assistance. City Hall's pedestrian walkways and patios are constructed from traditional concrete and pavers. The walkways and pavers have become uneven over the past twenty years since City Hall was constructed. Recently, an older resident tripped and fell on an uneven walkway at City Hall. As an interim measure to give visibility to the hazard, the Public Works Department has painted the edge of the elevated concrete walk. The City must implement a permanent solution to address these tripping hazards soon.

City staff believe tree roots and the freeze-thaw cycle contribute to uneven surfaces. The current landscaping of City Hall has multiple honey locust trees planted near the paver patio and concrete walkways. These trees have overgrown their location, currently block the outdoor light, and have created and will continue to create uneven surfaces between the patio and walkways. These trees will likely need to be removed as part of the remedy.

While pavers bring contrast and texture to the concrete walkways, they may not be the best choice for maintaining an even surface. The patio consists of thousands of individual pavers, each with joints that allow water to infiltrate between them. As the water freezes, it expands, causing the pavers to move, which then contract when thawed. These cycles of expansion and contraction displace the pavers. Replacing the pavers with stamped concrete or other materials may be part of a permanent solution.

The City staff received a bid from a contractor to perform concrete grinding to eliminate trip hazards, which was approximately \$11,600. Concrete grinding is a short-term solution, as it does nothing to address the underlying problem. Instead, it takes a remedial approach to mitigating the hazard on the surface. Eliminating the source of the uneven surface is the best way to achieve a permanent solution. Also, grinding concrete can damage the surface, leaving patches of unevenly colored and textured concrete. Grinding concrete may be more appropriate where utility and economy are more important than aesthetics.

Given the landscaping and design implications associated with the City Hall hardscape, it is recommended that the City's on-call Landscape Architect assess and address the source of the uneven walkways and propose a design solution to maintain the attractiveness and safety of the walkways and patio areas.

It is proposed that the City engage the Landscape Architect in FY 2026 to prepare a hardscape plan for City Hall, along with an estimate of the cost of implementing the new plantings. The actual construction of the hardscape will occur during the same construction season as the replacement of the City Hall landscape, as described above. Budget \$10,000.



- 10-4540 Materials & Supplies (Cemetery Materials Bin). The Cemetery needs a materials bin to store sand and topsoil used in its operations. Specifically, sand and topsoil are applied to burial plots that settle and otherwise level the uneven ground. The proposed storage material bins would consist of two bays, one for sand and the other for topsoil, and would be a structure similar to the bin at the Country Park, pictured below, although much smaller in size. Also pictured below is the proposed location of cemetery storage bins, which are located by the shed on the Cemetery's southeast corner. Having the materials stored on-site will enable the cemetery crew to perform site maintenance more efficiently after burials. The Cemetery material bins are estimated to cost \$3,500 and would be a low-cost project that would significantly improve cemetery operations. Budget \$3,500.





- 10-4540 Materials and Supplies (Trees). The quality of the parks, in part, is attributed to the number and quality of the trees within these public spaces. Trees are a small investment that can significantly enhance the overall appearance and functionality of the park space. City staff recommends that the City make a concerted and consistent effort to enhance the urban forest in the City's park system by continually planting trees. At the same time, some losses are expected due to the harsh conditions that public trees are subject to; however, consistent effort will make a difference for generations to come. Budget \$6,000.
- 10-4540 Materials and Supplies (Recondition Baseball Fields at Country Park). The City needs to invest resources to recondition the Country Park and Sports Park baseball diamonds. Over time, these fields have developed several conditions that make playing on the fields hazardous. The current state of the baseball fields is attributed to several factors, including the lack of proper equipment to maintain the fields, inexperienced operators, irrigation issues, and lower-quality infield dirt.

Before the City purchased a Ventrac, the baseball fields were maintained using a 4-wheeler to pull a nail drag to groom the infield diamonds. The drag's use and the lack of dirt replacement have created many low spots in the infield. These low spots retain water after a rainstorm, creating drainage issues.

Additionally, the use of the nail drag has created a high spot or a lip around the perimeter of the infield. More specifically, the nail drag must be operated at least 8 inches away from the grass line, which pushes dirt to the infield edge, creating a lip. This lip can cause the baseball to take bad hops on the uneven playing surface, creating a trip hazard for players running between the infield and outfield.

In addition to the inherent challenges of using nail drag, the City has also had inexperienced operators groom the infield dirt. Specifically, these operators are often teenage seasonal employees who lack the experience and skill to perform this work.

The City has recently purchased the proper equipment (Ventric) to maintain the infield diamond and reverse the damage described above. The Ventrac is designed to break the infield dirt crust, level, and finish drag. The attachments are raised and lowered, allowing the Parks employee to enter and exit the infield diamond without dragging dirt onto the grass, thereby preventing the creation of a lip where the grass meets the dirt. From now on, the City will only allow more experienced full-time employees to operate the Ventrac.

To recondition the baseball field, the City will engage a contractor equipped with specialized equipment to level the infield (with a laser) and to remove the lip at the grass line of the infield. The City crews will be on site during this maintenance to provide physical labor associated with this project.

It is advised that the City purchase a specialized formulated material called Diamond Dust to renovate the infield. The Diamond Dust more readily absorbs moisture, allowing the fields to dry quicker and enabling playable fields even after a rainstorm. Diamond Dust is formulated to require less maintenance, including eliminating nail dragging (which is more aggressive in ripping the material and causes lips to be created, as described above). Instead, the City can maintain the infield using only a matt drag. Diamond Dust is also less prone to material loss associated with wind erosion. The City has two baseball diamonds at the Sports Park and three baseball diamonds at the Country Park; the FY 2026 Budget proposes funding for the three diamonds at the Country Park. The material costs \$14,000 per field. Budget \$42,000.



- 10-4540 Materials and Supplies (Nature Parks). With the addition of Prevedel camping, amphitheater, pavilion spaces, and Poulter Pond coming online this year, an additional maintenance budget is needed for routine and unexpected maintenance. The Parks Department anticipates that a few items will need to be addressed, such as tent pads, additional gravel, small-scale landscaping, and tree removal. Last year, the City did not advertise Prevedel Park for camping, yet there was a great turnout. When the City starts to actively promote these facilities, more routine maintenance will be required. The FY 2026 budget proposes \$5,000 increase in the maintenance account for our nature parks. Budget \$5,00.
- 10-4543 Asphalt Maintenance Projects (Parking Lots & Trails). The Parks & Recreation Director has identified the need to complete several asphalt maintenance projects during the FY 2026. These asphalt maintenance projects include applying asphalt to seal the Salt Point Park parking lot and remediating uneven surfaces on the River Parkway Trail.

In FY 2024, the City assumed maintenance responsibilities for the Salt Point Park parking lot. Sealing newly laid asphalt is recommended to extend its life. The following parking lots are scheduled to be sealed this upcoming fiscal year:

- Staker Farms Park Parking Lot. The anticipated cost to seal this parking lot is \$5,692.73 (24,751 square feet \* \$0.23 per square foot = \$5,692.73).
- Tuscan Park Parking Lot. The anticipated cost to seal this parking lot is \$393.76 (1,712 square feet \* \$0.23 per square foot = \$393.76).
- Salt Pointe Park Parking Lot. The anticipated cost to seal this parking lot is \$2,816.58 (12,246 square feet \* \$0.23 per square foot = \$2,816.58).





Staker Farms Park Parking Lot



Tuscan Park Parking Lot



Salt Pointe Park Parking Lot

Tree roots along the River Parkway Trails have created an uneven trail surface in certain sections, creating tripping hazards. The Parks Department would grind these areas and smooth out the uneven areas. The Park Department has used this approach with great success in the past. Budget \$10,000.

**10-46 Parks & Special Events.** Each year, West Haven City hosts several fun, family-friendly events. These events are part of the City Council's strategic initiative of Strengthening Community Identity, which aims to cultivate a stronger, more connected community by fostering and providing resources for events, activities, and facilities that reflect our heritage.

Starting in 2023, these events are organized through an appointed committee coordinating volunteer and staff involvement to bring about the Touch-a-Truck Event, West Haven Days, and Heart of the Holidays. The West Haven City Youth City Council also organizes the Easter Egg Hunt and Pumpkin Walk. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- **10-4626 Other Events.** Previously, events organized by the Youth City Council were budgeted and expended out of the 10-4143 Youth Council in the Legislative Department Expense Account. To be more precise in showing total expenditures related to Special Events budgeted, these expenditures are budgeted in 10-4626 Other Events. Budget \$3,250 for the Easter Egg Hunt and \$3,250 for the Touch a Truck Event.

**10-4627 Beautification Committee (Wall Mural).** The Beautification Committee has identified the creation of a mural as a beautification project they would like to facilitate. This recommendation to create a mural is consistent with West Have City Ordinance § 32.06 (1) which identifies the Beautification Committee's duties to advise, evaluate, and recommend to the City Council and the City Manager projects designed to maintain and improve the appearance of public areas within the City; and (2) (c) to make recommendations for beautification projects to be carried out during the spring and summer months.

Public art creates a sense of place, beautifies a public space, and can become a beloved symbol of the community. For prominent locations, the Beautification Committee may want to procure a professional artist with a high degree of artistic merit to create the mural. A professional artist can complete a mural in a reasonable amount of time, 7 – 14 days.

Other options for less visible locations include hiring a professional artist to lead the community in creating a public art piece. The professional artist creates the outline of the artwork and directs participating public members to paint in the fields that are blocked out. This approach in creating public art creates artwork that might be less detailed and perhaps have less artistic merit, but can create a greater sense of community through engaging the public. This approach may be an excellent option for a less visible location.

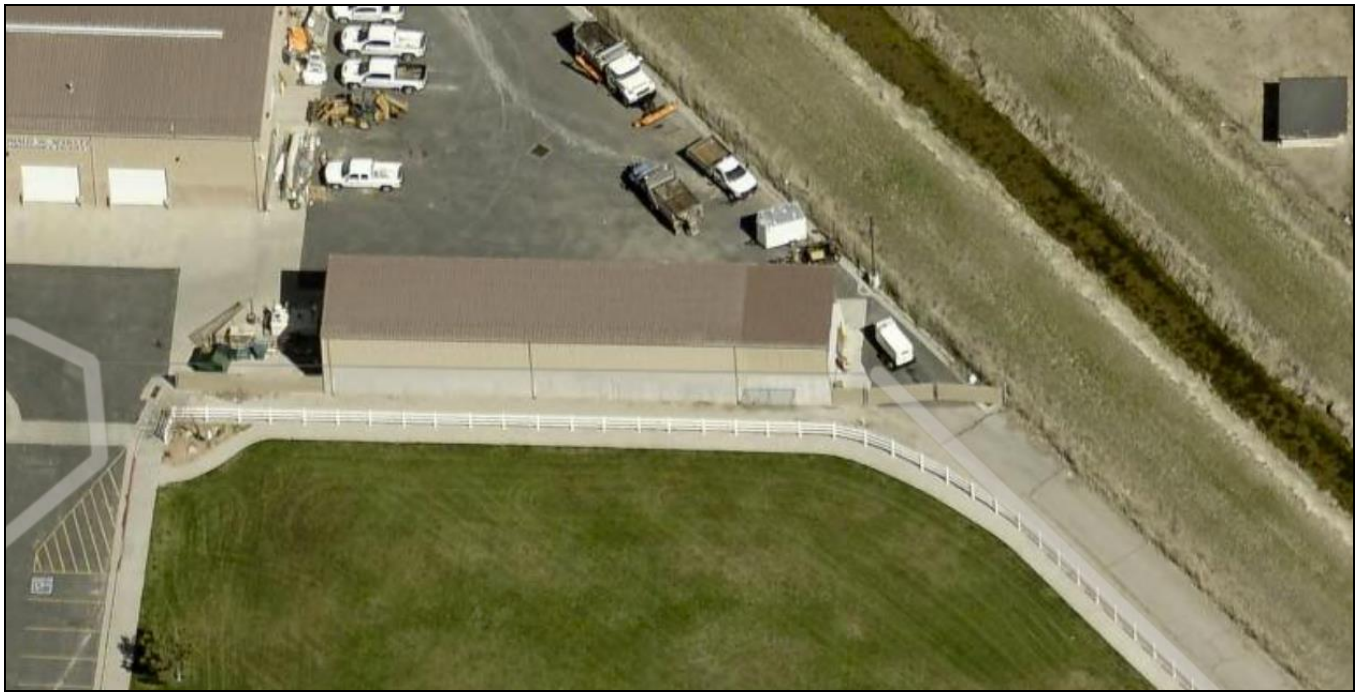
Councilperson Saunders, a talented artist, directed such an effort when he oversaw the creation of the 20-year commemorative 911 mural in the 4000 South underpass. Below are some pictures of the process and the final artwork. Councilperson Saunders can share some additional insight related to project outcomes.



In the upcoming months, the Beautification Committee would like to propose a mural and have Sheri Bingham prepare an Arts & Museum RAMP grant application to fund a mural. In proposing a mural, the Beautification Committee will identify locations for the mural, the approach (professional artist creating or facilitating the mural with public involvement), and the possible subject of the mural.

In preliminary discussions at a Beautification Committee meeting, the Committee suggested locations that included the underpass on 4000 South and the back of the salt sheds at the Public Works Complex (approximately 125' in length), as shown in the picture below.

At this point in the process, the Beautification Committee requests funds to be allocated to provide matching funds for a possible RAMP grant award. Depending on size and complexity, wall murals created by professional artists can range between \$25,000 and \$35,000. Some of the costs for creating a mural include preparing the wall, renting a man lift, painting supplies, and artist fees. The FT 2026 Budget allocates \$20,000 towards matching funds for the proposed RAMP Grant application. Budget \$20,000.





- **10-4664 Arts Council (Arts Festival).** Through the efforts of Sheri Bingham, Grant Writer, and Brock Randall, the Parks & Recreation Director, the City could secure a RAMP. This grant provides funding for entertainers for the Arts Festival (\$7,500), sound and lights for the Arts Festival (\$5,000), advertising (\$5,000), and supplies for the Arts Festival (\$1,346). The total cost of this event is estimated to be \$43,196, with \$18,846 being provided in RAMP grant funding and the City paying the balance of \$24,350. Budget \$48,300.

**10-47 Recreation.** The Recreation Department facilitates recreational and leisure opportunities for the community, including activities such as Baseball, Softball, Machine Pitch, T-ball, boys' and girls' basketball, Flag Football, WFFL Tackle Football, Tennis, Pickleball, Karate, Fishing, Archery, and outdoor recreation camps. It also manages all sports equipment, facilities, and concessions. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- **10-4741 Concessions.** West Haven City has concession stands at Kenneth R Baldwin Park and the Sports Complex Park. Concessions during recreation programs are an ancillary service provided by the City to spectators at these events and park patrons. In the past, the City has faced challenges in staffing the concession stands, leading to inconsistent availability of concessions.

During FY 2026, West Haven City contracted with K&J Concessions to provide concession services through an exclusive lease arrangement of the concession stands at Kenneth R Baldwin Park and the Sports Complex Park. This lease arrangement required K&J Concessions to pay West Haven City a daily rental fee for the use of the concession stands, thereby allowing them to retain the net profits from concession sales. Of more value to the City than the lease payment is that this agreement required K&J Concessions to stock, staff, and operate the concession stands during recreation programs at the Kenneth R. Baldwin Park and the Sports Complex Park. K&J Concessions consistently opened the concession stands, giving park patrons the confidence to plan to purchase concessions while at the park or attending a recreation program. The City anticipates receiving \$1,300 in lease payments from K&J Concession for renting the concession stands *10-3650 Miscellaneous Revenues (Concession Stand Lease Payments)*. There is no operating expense for the concessions in FY 2026. Budget \$0.00.

- **10-4749 Hockey.** The Utah Hockey Club has launched a new program for youth in Utah, similar to the Jr. Jazz program. West Haven Recreation has been working closely with them in this process and is excited about adding Hockey as the newest recreation program. The Recreation Department has already facilitated multiple hockey clinics at Mountain View Jr. High with great success and anticipates that this program will be popular with the emergence of the Utah Hockey Club.

The Recreation Department has been coordinating with the same individuals who manage the Jr. Jazz program to determine the equipment the City needs to facilitate the program and the equipment players require to participate, referred to as the player package. The Utah Hockey Club will supply the City with all the equipment necessary to start the program, including goals, perimeter barriers, and goalie equipment (facemasks, chest protectors, leg protectors, blockers, gloves, etc.). Ryan Smith, the owner of the Utah Hockey Club, and his organization have created a player package wherein each participant will receive a jersey, stick, and 2 Utah Hockey Club tickets with their registration. The registration fee for this program is \$60.00 per resident participant, the same as the Junior Jazz Program. Budget \$23,350

**10-48 Community Development.** The Community Development Department comprises the Planning Division, Building Division, and Code Enforcement Division, which are dedicated to protecting the public's general health, safety, and welfare in relation to the built environment of West Haven City. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- **10-4821 Professional Services (Long-Range Planning Services).** With the adoption of Resolution No. 02-2025, the City has entered into an on-call contract with Landmark Design, Inc. for the current and long-range planning projects. The on-call contract term is through January 1, 2028, and the contract will be automatically extended in three-year intervals unless mutually agreed upon otherwise. The City selected Landmark Design, Inc. from a competitive procurement process in which the City reviewed the statements of qualifications for multiple planning firms. While the City entered into an on-call contract with Landmark Design, Inc. as the primary on-call planner, Resolution No. 02-2025 also established a pool of other talented professionals who may be well-suited for a specific project based on their skill set. This pool also includes Citi Design.

Unless otherwise noted below for FY 2026, City staff is proposing that Landmark Design be the primary consultant to facilitate the following long-range planning projects:



- **General Plan.** The Community Development Director, Stephen Nelson, submitted a grant application to the Wasatch Front Regional Council (WFRC) for the 2025 Transportation and Land Use Connection Grant, requesting funding for a land use and transportation plan. Land use and transportation are foundational elements of urban planning. There is a need for a more detailed analysis of transportation and land use as West Haven and the surrounding areas continue to grow. The City requested \$100,000 to fund these two planning elements.

On March 20, 2025, WFRC formally announced at a Regional Growth Committee meeting that West Haven City had been awarded a \$50,000 grant, with a matching contribution from the City of \$6,770. There is a corresponding revenue line of \$50,000 in 10-3341 *UDOT/Wasatch Front*. In an email from WFRC staff, it was noted that, due to the competitive application year, WFRC was offering support for Phase 1 of this effort and would consider providing additional funding for the remainder in the following award year. As such, the scope of work will be limited to a land use plan, with the transportation planning occurring in a separate future planning process. After discussing with WFRC staff, they told the City these funds could support the City's General Plan efforts.

- **Land Use Element.** The City will utilize the grant obtained from WFRC to fund this analysis, which will enable the completion of the following planning processes and deliverables. Budget \$65,000.
  - **Existing Condition Assessment.** The City will first analyze population and demographic information, local and regional economic data, and other relevant information. It will present these findings through graphs, maps, infographics, and pictures, among other visual aids. This section will also consider the City's heritage, history, and traditions, providing a foundation to inform the rest of the planning process.
  - **Public Input.** The City will seek public input as part of this planning process. Public input information shall be included within the General Plan. A summary of the data will be provided in the introduction section, and the raw data will be included in an appendix.
  - **Future Land Use Map/General Plan Map.** The City will utilize this analysis and public input to develop a new General Plan Map, also known as the Future Land Use Map, which addresses future land uses within the City. This map will consider areas for various housing, commercial, industrial, and open space uses. It will also consider future land use for areas within the City's annexation boundary. The City wants to explore a simplified and updated version of the current map and create broader land use categories and recommendations for the map than what is currently adopted.
  - **Policy and Recommendation.** The Land Use Element will establish recommended goals and policies to achieve the vision outlined in the General Plan's Land Use Element. This may include updating zoning and land use standards, creating new zoning districts, and making other policy or code changes.
- **Water Use and Preservation Element.** West Haven City is required to create a Water Use and Preservation Element, which will be an element of the General Plan as required by recent state legislative decisions. More specifically, this plan addresses how land use planning impacts water use and needs to be completed by the end of CY 2025. Accordingly, the plan will address the impact of permitted development and development patterns on water demand and water infrastructure, methods for reducing water demand and per capita consumption in future and existing developments, and opportunities to modify municipal operations to conserve water. Budget \$15,000.
- **Other General Plan Elements (Fiscal Year 2027 or beyond)**
  - **Traffic Circulation Element.** The City plans to develop a separate Transportation Master Plan to assess the City's comprehensive transportation needs. WFRC staff has indicated to City staff that additional funding will be available next year to complete this project; as such, City staff will apply for the 2026 Transportation and Land Use Connection Grant to create a Traffic Circulation Element.

- **Moderate Income Housing.** The City last updated its Moderate Income Housing Plan strategies in 2024, with the main document being the analysis written in 2019. As part of this process, the City plans to reexamine the Moderate Income Housing Plan to determine if any recommended updates are necessary, given the updates to the rest of the plan.
- **Parks and Recreation.** The City plans to provide a complete Park Master Plan in the future. However, the General Plan should outline the City's vision for open space preservation and parks and recreation, acting as a guide for the City to create future master plans, policies, and implementation projects.
- **Amending the Annexation Plan.** Utah Code 10-2-401.5 states that no municipality may annex an unincorporated area into its City unless the municipality has adopted an annexation policy plan. While West Haven City has an annexation policy plan, the City Manager believes that the City will benefit from a more thoughtful and thorough consideration of some State Code requirements in 10-2-401.5. The annexation policy plan is required to meet standards set out in the state code, including:
  - A map of the expansion area
  - A statement of specific criteria that will guide the City's future decisions to grant annexation, including the following:
    - the character of the community;
    - the need for municipal services in developed and undeveloped unincorporated areas;
    - the municipality's plans for the extension of municipal services;
    - how the services will be financed;
    - an estimate of the tax consequences to residents both currently within the municipal boundaries and in the expansion area; and
    - the interests of all affected entities;

The City plans to collaborate with its Long-range Planning Consultant and contract engineering firm to develop the plan, based on the goals and policies outlined in the updated General Plan. Budget \$30,000.

- **Ordinance Updates & On-Call Contract.** As previously mentioned, in January 2025, the City contracted with Landmark Design, a landscape architecture and planning firm, to assist the City with long-term planning projects and code updates. Staff anticipates that with the updated General Plan, several recommended code changes will help the City achieve the goals listed within the plan.

*Landscape Ordinance Update.* In conjunction with the required Water Use and Preservation Element of the General Plan described above, the City also aims to meet state requirements (HB 282) by modifying its existing landscape ordinance to promote a water-wise approach to landscaping in West Haven. More specifically, the City desires to engage the Landmark Design to update the City's landscape ordinance. Working on these two interrelated projects concurrently will ensure that these distinct yet interlinked projects are integrated to achieve the common objective of conserving water. Budget \$35,000.

**10-51 Non-Departmental.** Non-departmental account expenditures are expenses that do not apply to any specific department and are a cost of the general government. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- **10-5135 Workers Compensation & 10-5150 Insurance.** The City currently participates in the Utah Local Government Insurance Trust (ULGT), a public entity risk pool to manage its risk of loss. The City pays an annual premium to the Trust for several insurance lines of coverage. The Trust was established to be self-sustaining through member premiums and reinsured by commercial companies for claims exceeding one million dollars for each insured event.

The City received renewal quotes for insurance premiums for liability, workers' compensation, property, and auto physical damage, as described below.

- General Liability. The City's current premium for General Liability is \$20,681, with a \$2M aggregate limit. The renewal option for the same \$2M coverage limit in FY 2025 is \$28,953. The increase in premium amounts is primarily due to the rise in the cost of reinsurance, a 3-year loss ratio of 274%, and a \$150,000 reserve estimated by a claims adjuster for a claim that has not been ultimately settled. Another option proposed in FY 2025 is to purchase General Liability insurance in the amount of \$32,056 with a \$5M aggregate limit. For an additional \$3,103 in premium, the City will more than double its aggregate limit. This increased coverage is important because governmental immunity currently has a limit of \$3.3M; as such, the City's current limit does not fully insure the City against possible claims. Additionally, for certain types of claims, including civil rights, the governmental immunity limits do not apply, and judgments can be over \$3.3M.
- Property. The City's current property premium is \$15,178. Per the current schedule, the FY 2025 Property premium is \$14,723, representing a -3% decrease. Notably, 69% of the premium is attributed to reinsurance that the Trust purchases.
- Auto Physical Damages. The City currently pays \$9,437 for auto physical damage insurance. Per the current schedule, the FY 2025 premiums for auto physical damage would be a hold (no increase).
- Workers Compensation. Currently, the City is paying \$13,739 for Worker's Compensation insurance. The FY 2025 premiums for Workers Compensation are \$13,364, a slight decrease. One of the primary components of Worker Compensation premiums is payroll. If the actual payroll in FY 2025 is more than estimated, the City will be invoiced for the additional premium amount. Conversely, if the actual payroll in FY 2025 is less than estimated, the Trust will reimburse the City for excess premiums previously paid. Budget \$18,000.
- 10-5155 Computer Equipment & Software (Computer Replacements). It is advisable that the City invest in equipment that employees use most frequently; for office employees, this equipment consists of their computers and software.

It is proposed that the City allocate funds for replacing computers over four years old, although replacement is not mandatory. This budget replacement of ten computers will surpass the four-year mark by the end of FY 2026. The City budgets approximately \$1,300 for each computer, which includes technician time to set up these computers, totaling \$13,000.

<b>Computer Name</b>	<b>User Name</b>	<b>4 Year Anniversary (Replacement Date)</b>
JAMESA-LAT3520	WHC\jabbott	2-Apr-26
CHAMBER-OPT3080		6-Aug-25
REC1-OPT3080		6-Aug-25
JWALLACE-OPT308	WHC\jwallace	5-Aug-25
BROCK-OPT3080	WHC\brock	5-Aug-25
JAMIE-OPT3080	WHC\Csully	5-Aug-25
ALIKA-OPT3080		5-Aug-25
EMILY-OPT3080	WHC\emilyg	5-Aug-25
EDP-OPT3090		3-Jun-25
SCOTT-OPT5060	WHC\scott	9-Mar-25

In addition to employee desktop computer replacements, the FY 2026 Budget includes the cost of a new server and Wi-Fi access points. This new server will provide the network with the needed capacity and is anticipated to be in service for five years. Below are the total costs associated with the purchase and configuration of the new server:

- *Server Hardware & Software.* The server hardware and software are budgeted to cost \$9,500, including a 3-year hardware warranty.
- *Configure of Server & Migration of Data.* The cost to configure and migrate all the data is \$1,200.
- *48-port POE Switch.* The City needs another 48-port POE Switch for City Hall, costing \$800.00.

The City will also upgrade its Wi-Fi access points for better coverage and increased Wi-Fi speed. This project is budgeted to cost \$2,500 to install new Access Points at City Hall, Public Works/Parks & Recreation, and the Sewer Office. The total costs for the new server and Wi-Fi access points are anticipated to be \$14,000.

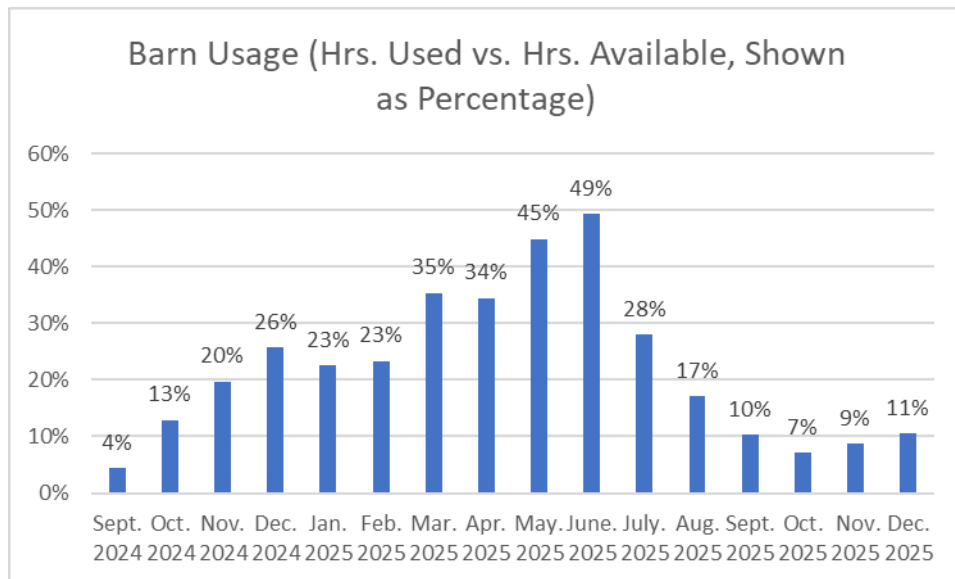
It is recommended that the City allocate four hours per month of on-site time with Ready Technologies, allowing Russell Ferguson, the City's IT Technician, to be present at City Hall, the Public Works Building, and the Sewer District Building monthly. Most IT assistance that Ready Technologies provides to the City and District will still occur remotely. However, the on-site time will allow face-to-face collaboration between City staff and Mr. Ferguson to troubleshoot issues and discuss current and future IT needs. Additionally, the on-site time will enable Mr. Ferguson to be physically present and assist with diagnosing problems, performing repairs, installing hardware, coaching users on-site, conducting regular inspections of the hardware, and resolving technical issues. Budget \$5,040.

- 10-5161 Non-Departmental- Other (City Storage Off-Site). The Events Committee, Arts Council, Youth Council, emergency management, and City Hall all have storage needs. These needs are temporarily met with enclosed trailers and by utilizing bays within the parks and street shops, displacing parks, recreation, and street equipment. Rather than building a \$53,500 single bay building with a dimension of 20' x 50', it is recommended that the City rent an off-site storage building with 10 'x 29' dimensions. The monthly lease amount is \$275. Budget \$3,300.
- 10-5164 Bad Debt. The WHSSD sends utility bills monthly for garbage on behalf of West Haven City. Based on historical experience and industry standards, some utility bills become delinquent. The WHSSD has made diligent efforts to collect delinquent accounts, which have been sent to a collection company for their continued efforts to collect on these accounts. Writing off delinquent accounts receivable balances as bad debt is critical in accurately reflecting the City's assets in the financial statements. The amounts in this line item have been officially designated as bad debt related to garbage services. Budget \$20,000.

**10-52 General Governmental Buildings.** This departmental expense account allocates funds for paying labor costs associated with cleaning and maintaining governmental buildings. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- 10-5211 Janitor Wages & 10-5213 Janitor Taxes. The City employs a part-time individual to perform cleaning services for the Public Works Building and park restrooms. Previously, this same part-time employee had cleaned City Hall; however, it was decided, upon completion of the Barn Community Center, that more staffing was needed for cleaning both City Hall and the Barn Community Center. In FY 2026, three additional restrooms may be made available to the public, requiring cleaning. These new public restrooms are located at the Barn Community Center Park, Poulter Pond, and Windsor Park. Public restrooms at the park are cleaned twice a week: Mondays – Wednesdays – Fridays (9 am – 1 pm) at Country Park, Sports Park, and Stonefield; and Tuesdays – Thursdays (9 am – 1 pm) at Prevedel Park, Staker Park, and Poulter Pond. Budget \$32,200.
- 10-5220 Maintenance. For FY 2026, the budget includes a few special maintenance projects as well as routine and ongoing maintenance required by governmental building departmental expense accounts.
  - Barn Maintenance. The public has been renting the barn for significant life events, such as weddings, baby showers, birthdays, etc. The chart below displays the actual and projected usage based on existing reservations at the Barn facility. The Barn facility is available for rent for 13 hours a day. Specifically, it is available from 9:00 a.m. to 10:00 p.m. (although events must conclude by 9:00 p.m., and cleaning is permitted until 10:00 p.m.). The chart shows the Barn Usage (that is, hours used versus hours available for use) as a percentage. For example, in January 2025, there were 403 available hours in which the Barn could be rented (13 hours a day \* 31 days in January 403 hours), with the actual usage for this facility being 90 hours, or the Barn being used 23% of the time for which the facility can be rented.

The barn venue is well-designed and has high-quality finishes. The public's high use of the facility and the high-quality finishes of the Barn require regular and ongoing maintenance, replacement, and updates over time. Some ongoing maintenance includes sealing the concrete patio, staining the Barn doors, and maintaining the interior concrete floors. Budget \$10,000.



- **City Hall Parking Lot Maintenance.** The City Hall parking lot needs to be sealed and overlaid with a surface treatment. The Public Works Director received a bid from Andersen Asphalt, who has the State of Utah contract to perform the work. The specific type of maintenance needed is to use mastic one to overband any cracks greater than 1 ½ inches wide (which total 942 linear feet) and crack seal any cracks greater than ¼ inch up to 1 ½ inches wide (total 12,978 linear feet). The parking lot (63,931 square feet) would be overlaid with an AP4 surface treatment.

It should be noted that the maintenance described above will help preserve the asphalt's life for eight more years. Additionally, the maintenance will slightly improve the aesthetics of the parking lot's visible surface cracks. These surface cracks will still exist but may be less visually noticeable.

The only way to eliminate the cracks is to demolish the existing asphalt and replace it with new asphalt, which is estimated to cost \$150,000. With new asphalt, it is recommended that an AP4 treatment be applied the following year to seal the asphalt. This AP4 treatment would incur an additional \$15,000 cost.

City staff recommends that the City contract with Andersen Asphalt to perform the abovementioned sealing and surface maintenance project. Budget \$37,000.





JOB SITE: WEST HAVEN CITY HALL 4150 South 3900 West, West Haven, Utah, 84401 US			
PRODUCT	QTY	RATE	AMOUNT
<b>Mastic One</b>	942	5.5	\$5,181.00
Install 942 linear feet of Mastic One to cracks greater than 1 1/2" wide. Install to any pre-defined potholes, depressed areas of the pavement, along curb and gutter, and waterways.			
*This price conforms with State Contract #MA4589			
<b>Crack Seal</b>	12,978	1.11	\$14,358.09
Crack seal 12978 linear feet of transverse and lateral pavement cracking greater than 1/8" up to 1 1/2". This is performed using the highest quality crack sealant and proven installation techniques.			
*This price conforms with State Contract #MA4589			
<b>AP4 Surface Treatment</b>	63,931	0.23	\$14,851.39
Apply AP4 Surface Treatment to 63931 square feet of pavement at a rate of (80 mils). AP4 is a high performance, high density emulsion based surface treatment consisting of 6% cutting edge polymers for added durability and better resistance to ultraviolet rays, oxidation, water, and chemicals.			
*Price includes cleaning, preparation, installation, traffic control and barricades.			
*This price conforms with State Contract #MA4589			
<b>Line Striping</b>	2,620	0.65	\$1,709.02
Apply traffic paint to approximately 2620 linear feet of stripes. All striping will be done in accordance to details/plans provided by the purchaser. If plans are not provided, we will maximize our best effort to striping the area according to previous layout.			
ITEM NAME	QUANTITY INCLUDED		
ADA Stall	7		
<b>Job Total</b>			
			\$36,099.50



- **10-5225 Furniture & Fixtures.** This budget proposes appropriating funds to purchase patio furniture for the Barn Community Center once on-site storage is constructed to support the Barn Community Center. Additionally, funds are proposed in this line item to refine the City's camera systems at City Hall and the Public Works Building, as well as to purchase office furniture as needed. Budget \$35,000.
- **10-5230 Professional Services (Contracted Janitor).** With Resolution No. 28-2024, the City entered into a professional services agreement with KPD Ventures LLC, a professional cleaning company that provides cleaning services for City Hall and the Barn Community Center buildings.

City Hall, located at 4150 S 3900 W, is approximately 11,176 square feet, and the Barn Community Center, located at 3785 S. Green Farm Way, UT, is approximately 2,926 square feet. The cleaning for the City Hall building occurs on Tuesday from 6:30 a.m. to midnight and Friday to Sunday from 8:00 a.m. to 10:00 p.m. The cleaning for the Barn Community Center is after 10:00 p.m. and before 9:00 a.m. The Barn Community Center is to be cleaned before 9:00 a.m. on Mondays, Wednesdays, and Fridays.

The City selected KPD Ventures LLC through a competitive procurement process that reviewed the statements of qualifications from multiple cleaning companies. The terms of the agreement commenced on July 20, 2024, and remain in effect for one year. After that, they will be month-to-month until terminated as provided in this agreement.

The cleaning services for City Hall are \$7,995, and for the Barn Community Center, they are \$5,700. An additional \$2,500 is budgeted for cleaning projects that are outside of the contracted scope of work with KPD Ventures. LLC. Budget \$16,200.

**10-60 Public Works.** The Public Works Department maintains safe roadways, sidewalks, streetlights, traffic signage, and striping and inspects all work within the public right-of-way, including underground utilities. As needed, replace hazardous curbs, gutters, and sidewalks. The Public Works Department also maintains the City's fleet of vehicles and City-owned buildings. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- 10-6037 Sanitation Services. Starting on April 1, 2021, West Haven City assumed coordination of residential curbside garbage collection through a contract with Waste Management. The initial term of the contract with Waste Management is five years, expiring on January 1, 2026. If the City and Waste Management agree, the contract can be renewed for two additional three-year terms. Waste Management is required to notify the City by July 1, 2025, to discuss the renewal of the contract for an additional three-year term.

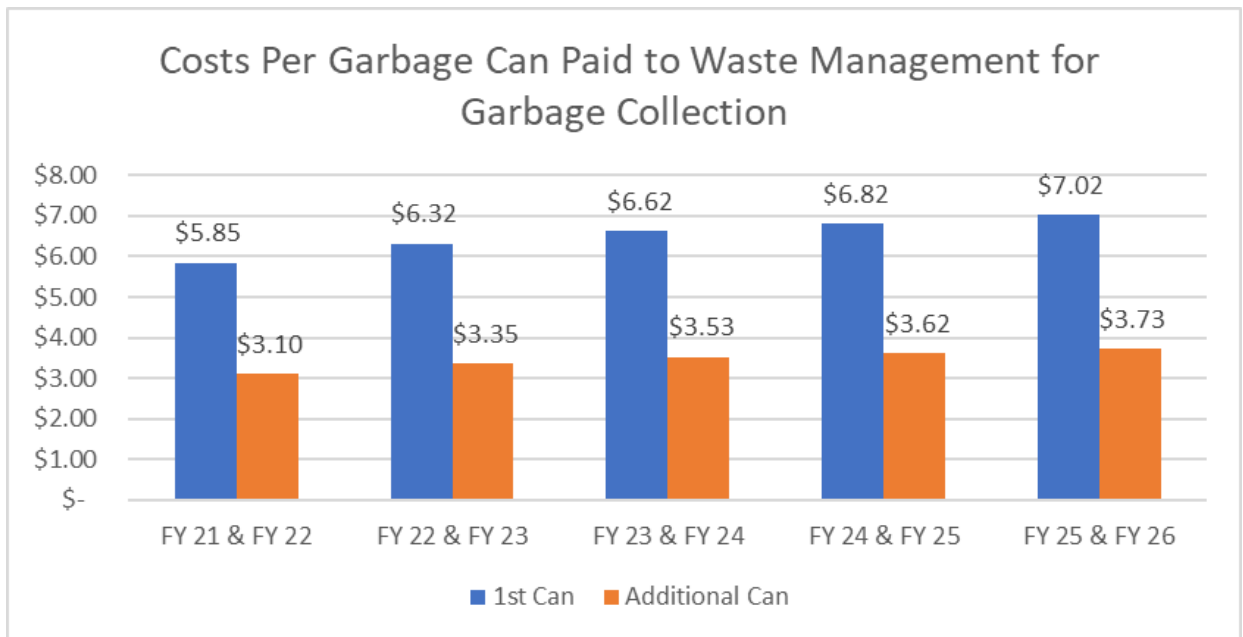
Since instituting coordinated curbside garbage collection in 2021, the City has charged residents the same fee: \$11.73 for each first garbage container and \$7.48 for each additional garbage container. On August 21, 2024, the City Council adopted Resolution No. 33-2024, increasing the garbage fee from \$11.73 for the first garbage container to \$14.15, and additional garbage containers increased from \$7.48 to \$9.95.

As of April 23, 2025, the City had 4,252 first garbage containers and 2,152 additional containers. The City anticipates receiving \$721,989 in revenue for the first garbage container and \$256,948 in revenue for the additional garbage containers, as outlined in revenue line item 10-3485 *Sanitation Services*.

The City monitors multiple expenses related to curbside garbage collection, including Waste Management fees for collecting and hauling the garbage to the Weber County Transfer Station, as well as Weber County fees for accepting the garbage. As described below, the amount of garbage hauled to the Weber County Transfer Station varies monthly. Lastly, there are expenses associated with billing customers for curbside garbage collection.

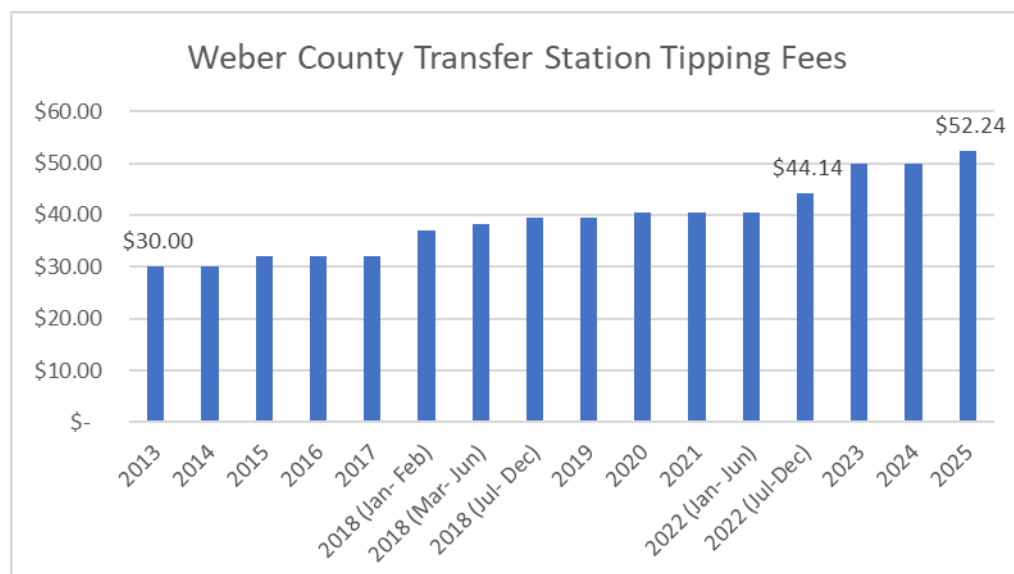
The increased fees adopted by the City Council with Resolution No. 33-2024, at \$14.15 for the first garbage container and \$9.95 for each additional container, are anticipated to remain valid for multiple years. However, the City will continue to monitor the expenses described above to ensure that the garbage fees generate revenue to cover the expense of providing curbside garbage collection. Below is a summary of the City's approach to tracking expenses associated with each element of curbside garbage collection.

- Waste Management. The chart below shows Waste Management charges to West Haven City have increased yearly. The contract with Waste Management allows for a maximum annual increase of 3% and includes a clause stating that, in the event of extenuating circumstances, Waste Management may request additional increases, subject to City Council approval for implementation. Waste Management recently notified the City that starting in April 2025, there will be a 3% increase in their rates. It is anticipated that for FY 2026, the City will pay Waste Management \$454,512 in fees.



- **Weber County Transfer Station.** The rates that Waste Management charges the City do not include fees charged at the Weber County Transfer Station. For general waste, Weber County charged \$50.00 per ton for FY 2025, and beginning July 1, 2025, the tipping fee will increase by \$2.24 per ton (4.5%) to \$52.24 per ton. The following summary explains the increase, provided by Weber County.
  - Weber County currently pays Republic Services \$34.22 per ton to transfer and dispose of solid waste. Beginning July 1, 2025, Weber County will pay Republic Services \$35.79 per ton, or an increase of \$1.57 per ton (4.6%).
    - \$1.03 (3%) of this increase occurs annually per the approved contract, while the remaining \$0.54 (1.6%) comes from transportation-related increases that Republic Services received from MBI. The total MBI increase was \$1.09, but Republic Services only passed on \$0.54 to Weber County.
  - This increase covers the Republic Services cost increase of \$1.57 per ton and the Transfer Station employee compensation increase of \$0.67 per ton.
  - This increase does not include funding for additional capital projects or equipment.

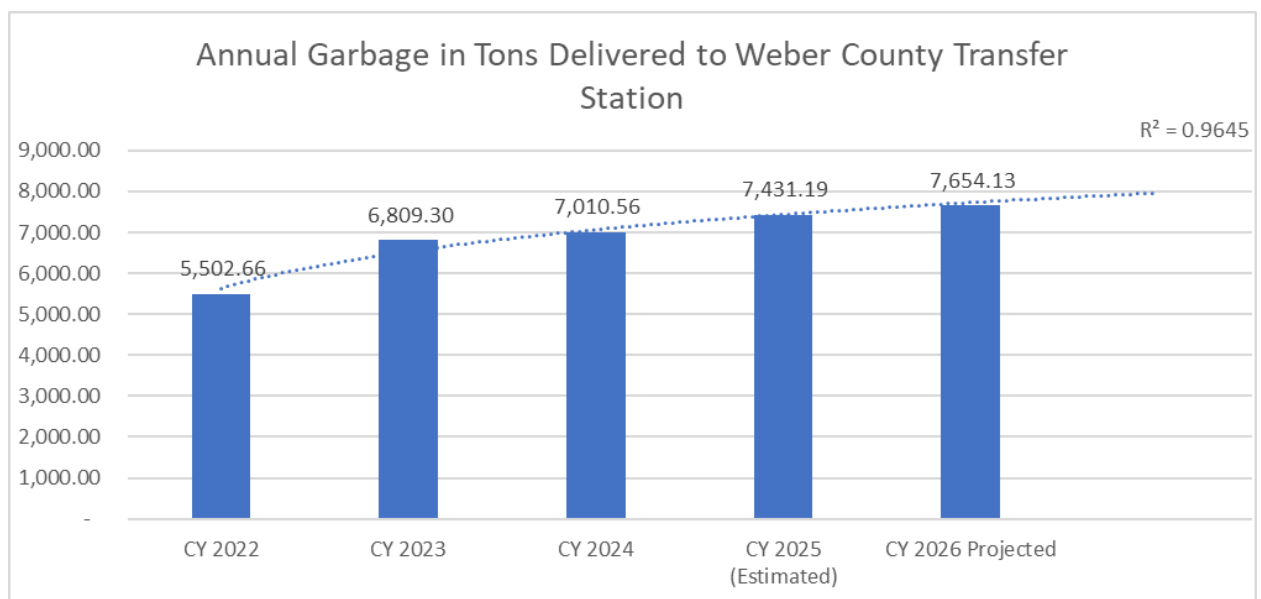
Below is a chart showing the increases in tipping fees from 2013 to 2025. Over this time period, the fees have increased from \$30.00 to \$52.24 per ton, which equals a 74% total percent change from 2025 to 2013. Most recently, from December 2022, the fee has increased from \$44.14 to \$52.24.



To estimate Weber County Transfer Station fees applicable for curbside garbage collection, the City used numbers supplied by Waste Management and Weber County Transfer Station billings, which identified the number of tons per month taken to the County transfer station for the entire calendar years from 2022 through 2024, and a partial calendar year for 2025.

Using this data, the “Annual Garbage in Tons Delivered to Weber County Transfer Station” chart was created to show the tonnage of garbage collected by Waste Management and delivered to the Weber County Transfer Station. The chart also shows a dashed trend line projecting the future tonnage delivered to Weber County for CY 2025 and CY 2026, which encompasses FY 2026 (July 1, 2025, through June 30, 2026). This trend line includes an R-squared value ( $R^2$ ) that indicates how well it fits the historical data set. More specifically, the  $R^2$  values range from 0 to 1, with a higher number representing a better fit of the trend line to the data. Using the trend line, it is estimated that in CY 2025 through 2026, there will be an average increase of 6% in tonnage delivered to the Weber County Transfer Station from the City.

This budget estimates that during FY 2026, 7,654 tons of garbage (a 3% increase) will be collected by Waste Management and delivered to the Weber County transfer station, which would equal the City paying \$ 399,851 in tipping fees in FY 2026, with the new rate. The tipping fee will cost the City \$17,145 more in tipping fees (based on a \$2.24 per ton increase for a total tipping fee of \$52.24 per ton).



In conclusion, it is estimated that West Haven City's anticipated billings of residents for curbside garbage collection will be \$124,574 in revenue over expenses if the amount of garbage delivered to the Weber County Transfer Station during FY 2026 is equal to or below 7,654 tons of trash, as shown below.

Annual Estimated Revenue	
Anticipated Billings	\$978,983.40
Annual Estimated Expenses	
Waste Management Collection Fees Contract	\$454,512.00
Weber County Transfer Station Fees	<u>\$399,851.72 (7,654 tons of Trash)</u>
	\$854,363.72
Revenue over Expenses	\$124,574.68

For Fiscal Year 2026, the City estimates expenses: \$454,512.00 for the Waste Management contract and \$399,851.72 (7,654 # tons of trash) for Weber County Transfer Station Fees. Budget \$854,500.

- **10-6038 Streetlights—Installation.** As a condition of issuing a subdivision permit, the City requires developers to install streetlights. The required locations of streetlights are at the main entrances of a development, at intersections, midblock, spaced 350 feet apart, and at the end of cul-de-sacs. The Developer trenches and installs conduits for Rocky Mountain Power (RMP), which pulls the powerlines through the conduit and installs the



streetlight poles and fixtures. Before RMP performs the aforementioned work, it requires the City to enter into a contract to cover the upfront costs of installing the streetlights. As such, the City requires the developer to submit a work order request to RMP, which identifies RMP's fee associated with installing the streetlight. The developer then submits the fee for the streetlights to the City, which pays the fee to RMP and signs the streetlight contract.

Some of the City's existing subdivisions lack streetlights, and from time to time, City staff or residents identify locations where streetlights are needed. Generally, the requested streetlights provide visibility at night, enhancing safety for pedestrians and drivers. The requested locations are commonly limited to street intersections. Additionally, it is advisable to install streetlights in school zones. It is worth noting that the upfront costs associated with streetlights vary depending on the location of the streetlights. Some variables that affect costs include the proximity of the streetlight to the transformer, whether the streetlight will be mounted to an existing power pole, and various other factors.

This line item includes the expense for both scenarios: developer-required streetlights or City-initiated streetlights. Budget \$82,000.

- **10-6038 Streetlights—Installation (Streetlight Energy Efficient Upgrade).** In addition to the streetlight installations described above, the FY 2026 Budget proposes the installation of streetlight energy-efficient upgrades. West Haven City, in partnership with Rocky Mountain Power, provides streetlights throughout the City. This partnership has different forms depending on who owns the streetlights. However, Rocky Mountain Power (RMP) generally provides an unmetered street lighting service to illuminate public streets and highways throughout the city. Maintenance of these streetlights depends on whether the City or RMP owns the streetlight. West Haven City budgets approximately \$31,000 for power and maintenance costs for streetlights in line item 10-6035.

Rocky Mountain Power is facilitating a streetlight upgrade program to convert the current street lighting fixtures from High-Pressure Sodium (HPS) to light-emitting diode (LED) fixtures on streetlights in West Haven City owned by Rocky Mountain Power. Additionally, RMP is considering including City-owned streetlights in the program, potentially converting City-owned streetlights to RMP-owned and maintained streetlights.

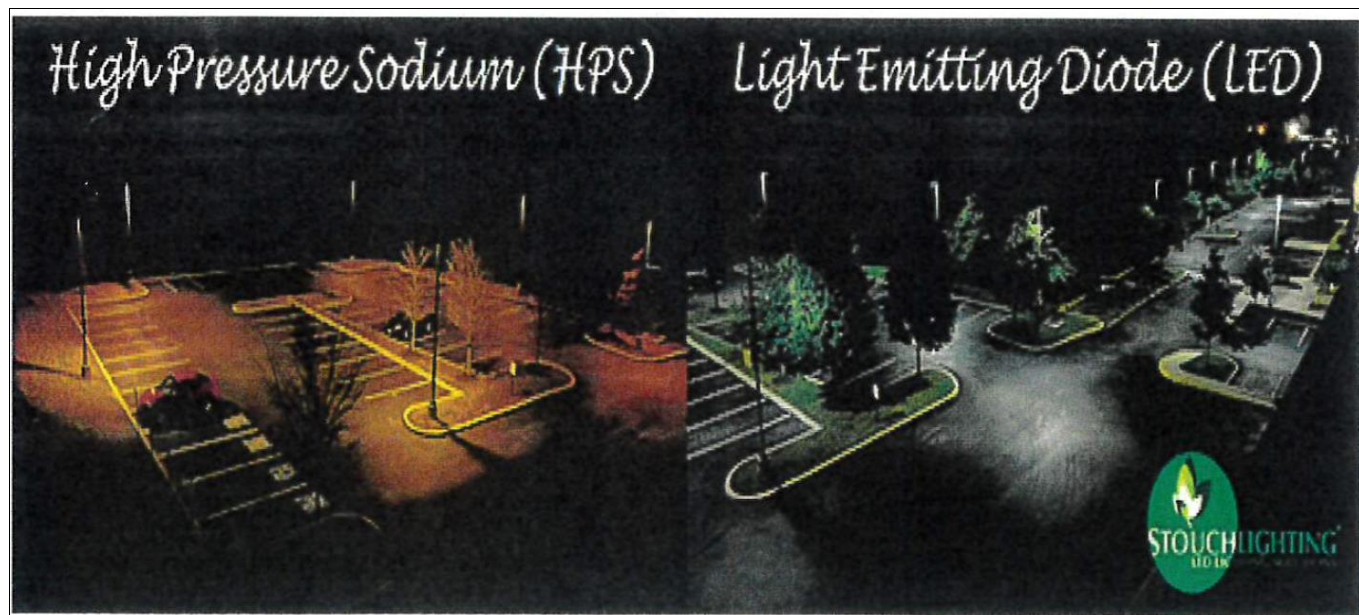
Kelly Weight, Manager, Street Light Operations & Policy for Rocky Mountain Power, completed an audit and determined that most West Haven is already LED. RMP only has sixteen (16) lights in the City that are still high-pressure sodium, and on the next page is the quote for converting the RMP-owned streetlights to LED.

Kelly Weight is still working on the options related to City-owned lights participating in this program, or perhaps potentially converting City-owned streetlights to RMP-owned and maintained streetlights. During this audit process of evaluating City-owned and maintained streetlights, Ms. Weight identified that most of the semaphore lights had already been changed to LED and has made the billing adjustments in the RMP system to reflect the cheaper billing rate.

The FY 2026 Budget proposes that the City participate in the RMP streetlight energy efficient upgrade program by upgrading the sixteen (16) lights in the City that are still high-pressure sodium to LED streetlights. Under this program, West Haven City will pay approximately \$6,975 in labor and materials to convert the current RMP-owned street lighting fixtures to LED fixtures. Once the streetlight fixtures have been converted to LED fixtures, RMP will change the streetlight rate charged to West Haven City from their "Company Owned Rate Schedule," where the City pays approximately \$252 per month, to a "Post-LED Conversion Schedule," wherein the City would pay \$146 per month to RMP.

It is estimated that the City would have an annual savings of approximately \$1,754 per year once RMP changes the street light rate to the "Post-LED Conversion Schedule", which the City would otherwise pay RMP for street lighting. The City's operational cost savings of \$1,754 will repay the City's upfront cost of approximately \$6,975 for labor and material for converting the street light fixtures in 3.97 years. After that, the City will realize operational savings of \$1,754 annually in the future. Budget \$7,000.





Worksheet Date: 4/8/2025

Districts Included: Ogden, Smithfield, &amp; Tremonton

City of / Customer:	West Haven		CSS Acct #	48652766 001	
RMP Rates	Services	Count of Lights	Current Light Lumens	Current Monthly Base Rate (per Unit)	Current Monthly Total
Schedule 11 RMP Owned Streetlighting	HPS 70W - Functional	1	5,600	\$11.82	\$11.82
	HPS 100W - Functional	3	9,500	\$12.74	\$38.22
	HPS 70W - Post-Top		5,600	\$11.82	\$0.00
	HPS 100W - Post-Top		9,500	\$12.74	\$0.00
	HPS 100W - Decorative	4	9,500	\$23.15	\$92.60
	HPS 150W - Functional	7	16,000	\$13.19	\$92.33
	HPS 200W - Functional		22,000	\$13.71	\$0.00
	HPS 250W - Functional		27,500	\$14.60	\$0.00
	HPS 400W - Functional	1	50,000	\$17.75	\$17.75
	MV 100W - Functional		4,000	\$11.82	\$0.00
	MV 175W - Functional		7,000	\$11.82	\$0.00
	MV 250W - Functional		10,000	\$12.74	\$0.00
	MV 400W - Functional		20,000	\$13.71	\$0.00
		16	\$252.72		

CCT Choice:	3000K or 4000K		Choice		
Post-LED Conversion All on Schedule 11	Count of Lights	Proposed LED Lumens	Proposed Monthly LED Base Rate	Proposed LED Monthly Total	Net Monthly Billing Difference
Level 1 Customer Funded	1	Less than 3,500	\$6.04	\$6.04	\$5.78
Level 2 Customer Funded	3	3,501 - 5,500	\$6.57	\$19.71	\$18.51
Level 2 PT Customer Funded	0	3,501 - 5,500	\$6.57	\$0.00	\$0.00
Level 2 PT Customer Funded	0	3,501 - 5,500	\$6.57	\$0.00	\$0.00
Level 3 Deco Customer Funded	4	5,501 - 8,000	\$5.52	\$22.08	\$70.52
Level 3 Customer Funded	7	5,501 - 8,000	\$6.99	\$48.93	\$43.40
Level 4 Customer Funded	0	8,001 - 12,000	\$7.46	\$0.00	\$0.00
Level 5 Customer Funded	0	12,001 - 15,500	\$8.00	\$0.00	\$0.00
Level 6 Customer Funded	1	15,501 - Greater	\$9.72	\$9.72	\$8.03
Level 1 Customer Funded	0	Less than 3,500	\$6.04	\$0.00	\$0.00
Level 1 Customer Funded	0	Less than 3,500	\$6.04	\$0.00	\$0.00
Level 2 Customer Funded	0	3,501 - 5,500	\$6.57	\$0.00	\$0.00
Level 4 Customer Funded	0	8,001 - 12,000	\$7.46	\$0.00	\$0.00
		16	\$106.48		\$146.24

ESTIMATED ANNUAL SAVINGS--&gt;

\$1,754.88

## 2025 PROJECT COST - NORTHERN // TIER 4

Functional	Conversion Project	Count of Lights	Labor	Material	Total
Level 1	Less than 3,500	1	\$90.72	\$116.00	\$206.72
Level 2	3,501 - 5,500	3	\$90.72	\$124.00	\$644.16
Level 3	5,501 - 8,000	7	\$90.72	\$129.00	\$1,538.04
Level 4	8,001 - 12,000	0	\$90.72	\$156.00	\$0.00
Level 5	12,001 - 15,500	0	\$90.72	\$193.00	\$0.00
Level 6	15,501 - Greater	1	\$90.72	\$333.00	\$423.72
Level 2 Post-Top	3,501 - 5,500	0	\$90.72	\$331.00	\$0.00
Level 3 Deco	5,501 - 8,000	4	\$90.72	\$950.00	\$4,162.88
		16	\$6,975.52		

Avg Cost per Light \$435.97

Project Cost	\$6,975.52
Annual Savings	\$1,754.88

3.97  
Years for R.O.I.

- 10-6015 Professional Services (Contractor for Park Strips). Residents' and visitors' perceptions and judgments of a City are in part based on how well public facilities are maintained. UDOT and City roadways are the most used and viewed public facilities within West Haven City. Both UDOT and the City do an outstanding job with pavement maintenance. However, UDOT does not maintain sidewalks and park strips and requires the City to provide this ongoing maintenance. In turn, the City relies on the adjacent property owner to maintain sidewalks and park strips on roadways owned by UDOT and the City.

Unfortunately, property owners adjacent to heavily trafficked corridors often do not maintain the sidewalks and park strips. Some explanations for the property owner's disassociation with maintaining the sidewalks and park strips on heavily trafficked roads may include one of the following:

- The traffic volumes and speeds of vehicles make it uncomfortable to maintain the sidewalk and park strips and be near the travel lanes;
- The park strip does not seem like an extension of their yard (as compared to park strips in a neighborhood);
- In some cases, the nearest property line of the adjacent property is the rear lot line, and there is a privacy fence that is a barrier between the sidewalk and park strip; and
- There are some undeveloped lots on these heavily trafficked corridors, and as such, there is no individual onsite to maintain the sidewalk and park strip

The table below shows the 2023 annual average daily traffic (AADT) counts on major roadways in the City. It is essential to note that the numbers below represent the average number of daily vehicles and do not account for the number of occupants per vehicle. As such, the numbers can be multiplied by a factor estimated to be the average number of occupants in a vehicle and the number of individuals viewing these roadways. Additionally, to gain a greater sense of the residents and visitors using and viewing these corridors, the AADT could be multiplied by 365 to reveal the yearly average traffic volume. These numbers underscore the magnitude of impressions formed using these heavily trafficked corridors.

**2023 annual average daily traffic (AADT) counts on major roadways**

<b>Roadway</b>	<b>From</b>	<b>To</b>	<b>2023 AADT</b>
4800 South	5100 West	4300 West	12,000
4000 South	5100 West	4700 West	8,100
4000 South	4700 West	3500 West	10,000
4000 South	3500 West	Midland Drive	10,500
3600 South	3500 West	2700 West	2,700
3600 South	2700 West	Midland Drive	2,700
Hinckley Drive	Midland Drive	East Border	11,400
2550 South	West Border	2700 West	6,200
2550 South	2700 West	1900 West	6,200
2100 South	1900 West	I-15	14,000
2100 South	I-15	East Border	16,000
1900 West	2100 South	Midland Drive	25,000
1900 West	North Border	2100 South	18,600
Midland Drive	3500 West	4000 South	21,000
Midland Drive	4000 South	Hinckley	21,000
Midland Drive	Hinckley	3300 South	13,000

The City plows some sidewalks on major roadways during the wintertime. As noted in this budget memo, the requested plow for the Kubota will provide the resources needed to clear these sidewalks during the winter. The City does not sweep the sidewalks on UDOT roads, which is necessary as dirt and debris are pushed onto and accumulate on the sidewalks as a result of snowplowing.

In the early spring, the Public Works Department uses a sterilant that neutralizes the ground, often called weed blasting. The cost of the sterilant is \$250 for a 40-pound bucket.

While the City engages in some proactive maintenance of sidewalks and park strips on major roadways, it is recommended that City staff evaluate other maintenance approaches or activities that can be added or expanded to improve sidewalk and park strip maintenance on heavily trafficked corridors. This evaluation will identify which roadways require enhanced maintenance activities. The finalized approaches or activities may include working with property owners (code enforcement), expanding the City's spraying program, investing in equipment to sweep sidewalks, and increasing labor, among other measures.

Based on all the factors described above, it is anticipated that the City will need to invest resources into proactively maintaining sidewalk and park strips along some of its heavily trafficked corridors. Although exact approaches and activities are currently unknown, it would be beneficial to allocate additional funds for this effort. Budget \$10,000.

**10-61 Sewer.** This departmental expense account allocates funds for paying labor costs of employees hired and employed by West Haven City who operate and maintain the WHSSD sewer system, as well as employees who provide administrative support to the WHSSD for tasks such as billing and collecting user fees. Some of the notable expenses in the FY 2026 Budget in this departmental expense account include:

- As explained in line item *10-3410 Administrative Services WHSSD*, the City and WHSSD adopted a new Interlocal Agreement for the City to provide administrative and operational services to the WHSSD and for WHSSD to reimburse the City for these services. A significant share of the administrative and operational expenses is attributed to City staff used in the District's operations. The employees who provide operational services to the WHSSD are primarily budgeted in this Departmental Expense Account.

#### **10-69 Contribution to Other Units.**

- *10-6905 Contributions to UTOPIA.* West Haven City adopted Resolution No. 23-2022, approving a *Fiber Communications Service and Acquisition Contract* ("Contract") with Utah Telecommunication Open Infrastructure Agency, also called UTOPIA, to construct a fiber optic network within the City. This contract with UTOPIA (via the Utah Infrastructure Agency UIA) involved a UTOPIA bond, design, and construction of a fiber optic network in West Haven.

UTOPIA is an inter-local government agency that provides a fiber optic network in approximately 21 Utah cities, including West Haven City. More specifically, UTOPIA Fiber's gigabit-speed fiber-to-the-home network in West Haven provides high-speed broadband access to every residential and business address in the City. UTOPIA Fiber is an open-access network, meaning that UTOPIA Fiber builds the infrastructure and allows private-sector internet service providers (ISPs) to offer internet services over UTOPIA Fiber's lines. As an open-access network, residents and business owners can choose from approximately 19 private-sector ISPs, which creates more competition and keeps internet pricing affordable.

Construction of the UTOPIA fiber optic network began on June 7, 2023, and was completed on October 25, 2024. To fund the construction of the \$17.6 million fiber network, UTOPIA entered into a 25-year bond with payments required until 2049. The primary source of repaying UTOPIA's bond is revenues derived from subscribers in West Haven City. As a secondary source of payment for the UTOPIA bonds, West Haven City has pledged to contribute to UTOPIA from sales tax, but only if there are not enough subscriber revenues to cover the debt payment required by UTOPIA. In that case, the City will only make a contribution to UTOPIA equal to the shortfall between subscriber revenues and UTOPIA's debt service payment.

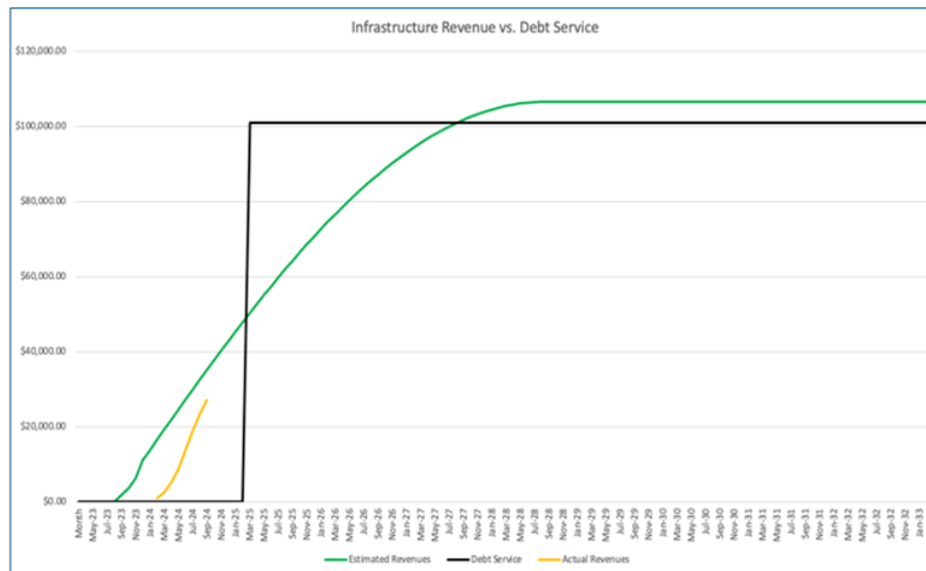
With the construction of the UTOPIA fiber optic network complete, the City utilizes the network for its operations and encourages residents and businesses to do the same. West Haven City residents can access fiber internet services starting at approximately \$65 per month for 250/250 Mbps, with options available up to 10 Gbps (up to 100 Gbps for business). West Haven residents and business owners can visit [www.UTOPIAfiber.com](http://www.UTOPIAfiber.com) for more information on how to sign up for UTOPIA Fiber services.

As noted above, West Haven City has a financial interest (avoiding the need to repay UTOPIA bonds with the City's sales tax) in residents and businesses using the UTOPIA network. UTOPIA estimates that approximately 3,400 subscribers are needed to cover the debt services, depending on the mix of residential and business subscribers. Annually, the revenue from subscribers must equal approximately \$1.3 million in West Haven to cover the bond payment.

The first West Haven homes were connected to the lit fiber network on April 4, 2024, and the entire project is available to 6,615 residential addresses in the City. The chart below shows the growth in subscribers over time.

#### ADD CHART SHOWING SUBSCRIBERS

The chart below shows West Haven City's progress toward achieving recurring monthly revenue compared to its monthly debt service obligation, which is approximately \$100,000 monthly. In actuality, debt service payments are made twice a year, in April and October. However, the chart displays debt obligation in the same unit of time, making monitoring the City's progress in covering subscriber revenue against debt service easier. Currently, the recurring monthly subscriber revenue is approximately **\$25,000**, which is short of the recurring monthly debt obligation of \$100,000. As such, subscriber revenues will not be adequate to cover the debt service payments in April 2025.



However, UTOPIA Fiber is confident that the West Haven City subscriber revenue will be adequate for debt service in the near future. In the other neighboring UTOPIA cities, such as Clearfield, Syracuse, and West Point, subscribers and revenues continued to grow to the extent that they are either trending ahead of schedule or have already exceeded the debt service level needed to avoid these cities from having to make sales tax contributions to UTOPIA.

UTOPIA Fiber has informed West Haven City that it does not intend to call on the City's sales tax pledge to cover the debt service shortfall in FY 2026. The recurring monthly revenue line in the chart above has a steep slope (which means that the City is quickly adding subscriber revenue). In FY 2027, if the trend line flattens, then UTOPIA Fiber will evaluate whether to call on West Haven to cover the shortfall in subscriber revenue compared to the debt service payment. West Haven City needs to continue to partner with UTOPIA to market the network and grow subscribers.

The chart above shows only subscriber revenue in West Haven City that is earmarked for debt service. UTOPIA also receives revenue from internet service providers (ISPs) for operating on UTOPIA's fiber network. UTOPIA now has approximately 70,000 subscribers on the network across the approximately 21 Utah cities, and while there is an additional cost associated with new subscribers being added to the UTOPIA network in West Haven City, there is an economy of scale in operations that lessens UTOPIA's operational expense, making new subscribers more profitable.

UTOPIA Fiber has informed West Haven City that it does not intend to call on the City's sales tax pledge to cover the debt service shortfall in FY 2026. As such, the City has not budgeted any expenses or contributions to UTOPIA during this fiscal year. Budget \$0.00.

- 10-6910 Contribution/Reimbursement to Realign and Reconstruct Hunter Drive. 4100 Investment LLC ("Company") and Walmart Inc. ("Walmart") own approximately seventy (70) acres of real property located southwest of the corner of 4000 South and Midland Drive ("Project Site").



The Company, Walmart, and the City recognized the need to realign and reconstruct Hunter Drive to accommodate a larger Walmart Store. As a result, these parties created a public infrastructure participation agreement to reimburse the Company and Walmart \$2.00 million (two million dollars) for a portion of the approximate total \$4.00 million (four million dollars) cost to realign and construct Hunter Drive. The Public Infrastructure Reimbursement will be paid through 50% (fifty percent) of the City's future local option sales tax increment generated from the Project Site for eight (8) years, or until \$2.00 million is reimbursed, whichever occurs first.

As a condition of the City making Public Infrastructure Reimbursement Payments, Walmart and the Company agree to keep specific commitments. Some of the primary commitments are that Walmart and the Company construct Hunter Drive in the new alignment and that Walmart constructs a Walmart Supercenter building of at least 170,000 square feet by December 31, 2027.

For more information about Walmart and Company commitments and the City's Public Infrastructure Reimbursement Payments to the Company and Walmart, please see Resolution No. 44-2024, approved on November 6, 2024, which adopted a Public Infrastructure Participation Agreement and Appendix A, which includes an excerpt from the City Manager's staff report included in the City Council Packet for the November 6, 2024, meeting.

Walmart anticipates realigning and reconstructing Hunter Drive during the CYs 2025 and 2026, and will start constructing the Walmart Supercenter. If the Company and Walmart fulfill these construction commitments, the City anticipates making Public Infrastructure Reimbursement Payments in FY 2027. Budget \$0.00.

- 10-6915 Contribution to Misc. Units (Roy City Senior Center). Weber Human Services (WHS), an entity created through an interlocal agreement by Morgan and Weber counties, generally provides aging services in Weber County. The primary aging services provided by WHS include, but are not limited to, the following:
  - Home-delivered meals (i.e., meals delivered directly to patrons' homes for patrons who are homebound);
  - Congregate meals (i.e., meals delivered directly to senior centers so patrons can eat in the company of others).
  - The Ride Program (i.e., providing patrons with transportation to doctor appointments, etc.)
  - Other miscellaneous aging services; and
  - Provide federal funding to cities that operate senior centers for facility and staffing support.

Weber County has five senior centers, including Golden Hours (Ogden City), North View (North Ogden City), Roy, Riverdale, and Washington Terrace. It is anticipated that these cities, which provide senior centers, have, at some point, independently decided to offer senior centers for their residents. These services typically include senior activities, a social gathering space, and the opportunity to enjoy a congregate meal in the company of others.

To provide aging services, these five cities with senior centers had independently negotiated funding and received different amounts from WHS. Once cities receive federal funds from the WHS, they cannot discriminate in any form or deny services based on residency. As such, West Haven City senior citizens can select and participate in any senior center. In CY 2024, West Haven City had 45 registered patrons at the Roy City Senior Center and 19 at the Ogden City Senior Center.

In or around CY 2024, the Weber Human Services Board, comprised of County Commissioners and members of the public, decided to reform how some of the federal funds were distributed to city-owned and operated senior centers. As a result, the WHS Board has decided that they will provide an equal amount of federal funding (at least \$50,000) to five senior centers in the County if these facilities meet some minimum criteria, which include:

- The center needs to be open at least 5 days a week, 6 hours a day
- If WHS is going to supervise any employees/programming, a 15% overhead expense must be included in the funding allotment
- If WHS is going to supervise the employees/programming, at a minimum, each location would need to contribute at least \$10,000 in year one, with increases each year for inflation, to cover the cost of the bare minimum staffing pattern, in conjunction with using volunteers to fill in the gaps.

If a location does not or cannot meet the criteria above, then it will not receive federal funding from WHS, and WHS will equally distribute any unused funds to the other centers that have met the criteria.

As a result of WHS's new policy on how federal funds would be distributed to city-owned senior centers, Roy City experienced a \$12,000 reduction in funding. Roy City has stated that they are already spending \$80,000 to maintain the senior center and are requesting that Roy, West Haven, and Hooper contribute \$4,000 annually to overcome the \$12,000 reduction in federal funding.

On December 18, 2024, the West Haven City Council agreed to make a \$4,000 annual contribution, subject to the cities' entering into an interlocal agreement between Roy City, Hooper City, and West Haven that defines and formalizes each city's context and financial contribution. For more background information regarding Aging Services in Weber County and West Haven City's contribution to Roy Senior Center, please see the City Manager's staff report included in the City Council Packet for the December 18, 2024, meeting. Budget \$4,000.

**10-71 Debt Service.** The Governmental Accounting Standards Board (GASB) issued a pronouncement called GASB 96, which requires governmental entities to report long-term software agreements/payments similarly to debt service payments. While West Haven City has no long-term debt, it has long-term software lease agreements.

- 10-7110 Debt Service Principal and 10-7120 Debt Service Interest. West Haven City has four long-term software agreements comprising the GASB 96 entries in these line items: Enfusion Technologies (City Inspect for building permit tracking) and Revize (hosts the City's website). Budget \$22,000 for *10-7110 Debt Service Principal* and \$1,500 for *10-7120 Debt Service Interest*

**10-72 Other Funds.** Utah Code Annotated 10-6-116 (2) allows the accumulation of fund balance up to 35% of the total estimated revenue of the General Fund for the current fiscal period. As a matter of practice, West Haven City has retained 30% of the total estimated revenue in the General Fund, not to violate the State of Utah requirement.

- 10-7320 Transfers to Other Funds. The City Treasurer's Office estimates that the City needs to transfer from the General Fund to meet the requirements of UCA 10-6-116(2) described above.

# 13- Capital Projects Fund.

**Preface.** The Capital Projects Fund is used to accumulate and appropriate the expenses for acquiring capital equipment and constructing capital improvements. Capital Projects commonly include purchasing vehicles and equipment, acquiring land, or constructing a building, facility, streets, parks, or infrastructure. The capital facilities budgets are project-length budgets that carry over from one fiscal year, and the appropriations lapse after the project. However, as a matter of practice, the City re-appropriates funds each new budget year if a project was not completed in the previous fiscal year.

**Revenues.** There are several sources of revenue for capital project funds, including Recreation, Arts, Museums, and Parks (RAMP) Grants, Weber Area Council of Government (WACOG) Grants, Road Impact Fees, Class C Road Allotments, Transportation Sales Tax, Park Impact Fees, and transfers from the General Fund.

## Source 33: – Revenues.

- 13-3310 Federal/Local Grants. Three sources of grants comprise this revenue line item: the Recreation, Arts, Museums, and Parks (RAMP) Grants, the Utah Department of Natural Resources, and the Weber Area Council of Government (WACOG) Grants. All these revenue sources are reimbursable; the City needs to expense the funds and then submit an invoice, proof of payment, and project completion to the Grantor for reimbursement. Below is a summary of these grants and the specific projects that they are related to:
  - RAMP Grant. The RAMP Grant is derived from revenues from a .1% optional sales tax enacted by the voters of Weber County. The proceeds from this tax fund new and existing recreation, arts, museums, and parks facilities. For FY 2026, the budget is programmed to receive RAMP Grant funding for the following projects:
    - \$110,000- Windsor Park Playground- Funding Year 2025
    - \$ 64,000- Prevedel Park Pavilion- Funding Year 2025
    - \$174,000
  - Utah Department of Natural Resources Grant. The City received a grant from the Utah Department of Natural Resources, Division of Wildlife Resources. For FY 2025, the budget is programmed to receive DNR Grant funding for the following projects:
    - \$####,000- Landscaping Poulter Pond Park
  - WACOG Grants. Weber County voters recognized the growing need to invest in transportation infrastructure and transit services in 2007 by approving the County Option Sales and Use Tax for Transportation. The County then implemented the Local Transportation Funds program, which allows the County to utilize revenue generated for transportation and transit projects (Weber County Ordinance No. 2007-35). At the Local Transportation Fund's core are the county option sales and use tax for transportation (3<sup>rd</sup> quarter) and the local highway and transportation corridor preservation fund, providing crucial funding for a wide range of transportation and transit projects.

The Weber Area Council of Governments (WACOG) plays a pivotal role in the Local Transportation Funds Program. Per the statute governing the County Sales and Use Tax for Transportation and the Local Highway and Transportation Corridor Preservation Fund, WACOG is responsible for creating the annual priority list and overseeing the grant application procedures.

The Local Transportation Funds Program allows municipalities and the transit district within Weber County to access funds for various transportation and transit projects. Grant applications can be submitted for corridor preservation, congestion mitigation, and capacity expansion projects. Funds can be utilized for a wide range of projects, including but not limited to the development and construction of Class C roads, traffic and pedestrian safety infrastructure, and corridor preservation.

For FY 2026, the budget is programmed to receive WACOG Grant funding for the following projects:

- \$1,050,000.00 - 3300 South to 3600 South Connector Road
- \$837,000.00 - 2700 West (between 2550 S and 2175 S).

- \$628,650.00 - 1800 South 1900 West Intersection
- \$2,018,100 - 3300 South and 5100 West (combined with 5100 W 4000 S Intersection)
- \$150,000 – 4300 West 4000 South Intersection
- \$746,000 - 1800 South to 2100 South Connector Road  
\$5,429,750

## **Restricted – Revenues.**

Impact Fee Overview. An impact fee is any fee imposed as a condition of issuing a building permit to raise revenue to maintain the City's current level of service by expanding existing or constructing new public facilities, sometimes called system improvements.

The Impact Fees Act (Utah Code, Section 11-36a) requires the preparation of an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA). The IFFP identifies the existing level of service and generally proposes that the City perpetuate this same level of service by identifying existing public facilities that can service new growth and new public facilities that must be constructed to service new growth. Impact fees may only be imposed for developing "public facilities" as defined in Utah Code, Section 11-36a-102 (12), and means only capital facilities with a life expectancy of ten or more years and are owned or operated by the City.

The Impact Fee Analysis (IFA) uses the data in the IFFP to perform a proportionate share analysis and calculates the impact fee. Two primary components comprise impact fees: "buy-in" and "future facilities." Buy-in is the portion of the impact fee collected to reimburse the City for system improvements (sometimes called public facilities) with existing capacity to serve new growth. West Haven City's impact fees currently have a buy-in component in the IFA for the Roads Impact Fees. The buy-in portion of the impact fees is revenue that is not restricted and may be used for any purpose. In contrast, the future facility portion is restricted to constructing future public facilities.

The City has completed the necessary studies and enacted the necessary ordinance required by state law to enable the establishment of impact fees. West Haven collects impact fees for the following: roadway facilities; parks, recreation facilities, open space, and trails; and storm drain, drainage, and flood control facilities (which are accounted for in Fund 51).

- 13-3430 Road Impact Fees & 13-3435 Road Impact Fees- Green Farms. In the near term, traffic volumes on the City's roadway network may continue to increase without causing unreasonable delays or inconveniences to drivers. Growth will eventually impact the existing roadway network beyond its functional capacity. At that point, or preferably before that point, the roadway network will need to be expanded or enhanced to function without unreasonable delays or impacts to drivers. System improvements such as new roadways, additional travel lanes, additional turn lanes, automated traffic controls, and geometry improvements will be needed.

Traffic volumes on roadways are classified by their ability to move traffic without unreasonable delays. The Highway Capacity Manual defines the Level of Service (LOS) for both roadway segments and signalized and unsignalized intersections as a range of average delays or congestion levels. LOS is a qualitative rating of traveler satisfaction, ranging from A to F. LOS A corresponds to a roadway with the greatest amount of excess capacity, representing free-flowing traffic with no congestion, while LOS F corresponds to a roadway that has far exceeded its reasonable operating capacity, resulting in gridlock. Delay times and inconveniences on roadways gradually increase between these two operating points. When roadways reach their most efficient capacity, they operate at an LOS D, as traffic volumes have not begun to decrease despite increased delays.

The City has adopted an acceptable standard of LOS D for its street network and intersections, providing maximum traffic volume while keeping delays and inconveniences within the tolerance limits. This LOS D rating is based on standard and recommended practices by national guidelines. This LOS D threshold indicates the peak traffic hours at this level, and all other times typically operate at a better LOS. To maintain the LOS D, the City has determined that accessing road impact fees is necessary, and therefore, it adopted Ordinance No. 34-2019, the Roads Impact Fee Enactment Ordinance.

The Road Impact Fee Facilities Analysis (IFA) adopted by Ordinance 34-2019 calculates the City's historical costs associated with excess capacity in the City's road system as \$9,592,999. Over this impact fee collection period, the City anticipates that the Transportation IFA projects will consume 33.7% of the capacity, and the impact fee will reimburse the City \$3,235,504, which the City will receive as revenue from the "buy-in" portion of the transportation impact fee.

Though the “buy-in” portion of the impact fees is not restricted to transportation, the City Council has earmarked these funds to be reinvested into the City’s road network to fund future transportation projects.

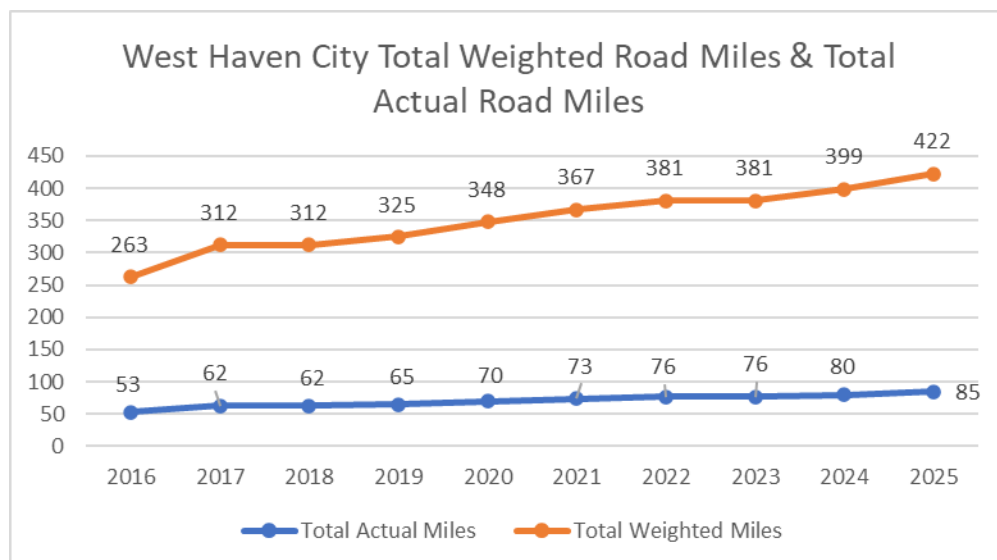
City staff believe it prudent to estimate growth-related revenue, such as building permits, conservatively due to variables such as interest rates, local economy, and cost of materials and supplies. All revenue estimates associated with building permits are derived from estimating that there will be 116 single-family detached and 134 townhome building permits issued in the CY 2025; these estimated building permits are the average single-family detached and townhome building permits issued in the CYs 2023 and 2024.

Specifically, based on the number of building permits anticipated to be issued in FY 2026, the City estimates collecting \$531,500 in impact fees. Budget \$451,800 for 13-3430 Road Impact Fees. Budget \$79,800 in 13-3435 Road Impact Fees—*Green Farms*.

- 13-3456 Class C Road Allotments. In Utah, Class C Roads consist of all public roads not Federal, State, or County. West Haven receives Class C Road funds derived from taxes paid on gasoline. Unlike Road Impact Fees, the Class C Road funds may be spent for maintenance or construction on any of the Class C Roads.

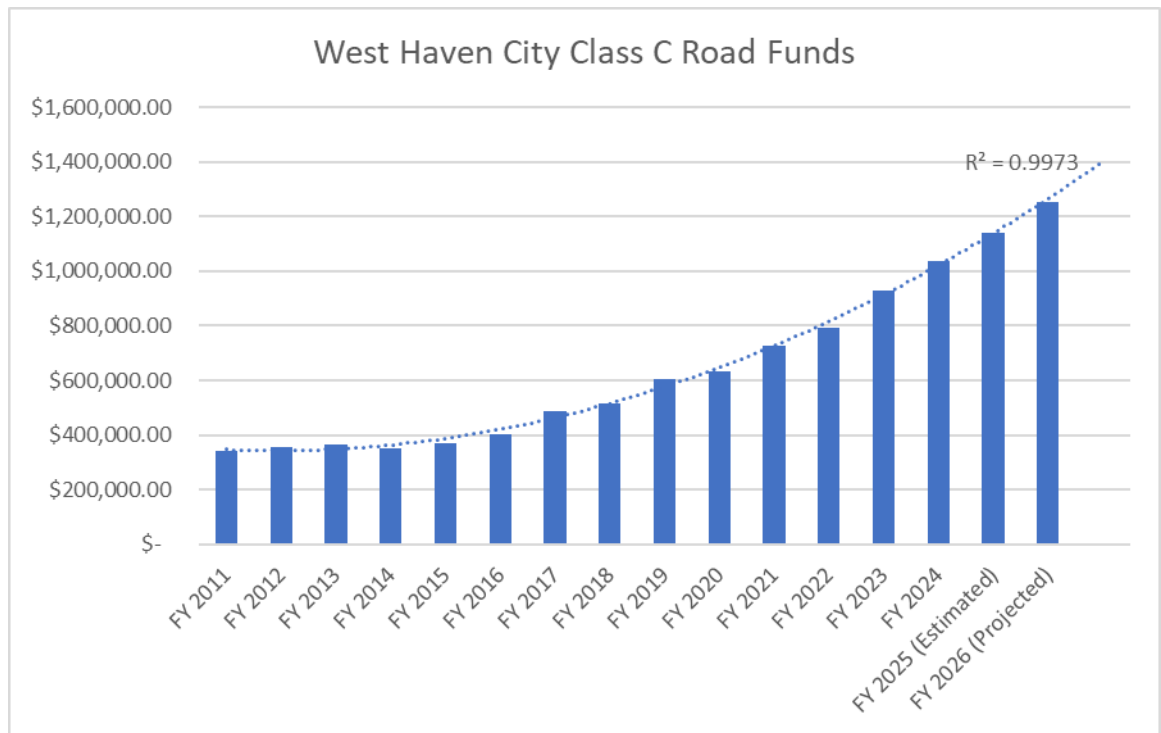
The funds in the Class C Road account are distributed to cities based on the following formula: 50 percent based on the percentage of the population of the municipality compared to the total population of the State, and 50 percent based on the Class C Road weighted mileage of the municipality compares to the total Class C Road total weighted mileage (UCA 72-2-108).

In the chart below entitled “West Haven City Total Weighted Road Miles & Total Actual Road Miles,” from 2011 through 2016, no change was reported in miles to UDOT; however, since 2017, the chart shows steady growth in the Total Weighted Miles, the number on which UDOT bases the distribution formula for Class C Road funds. During this same period, West Haven City experienced growth in its population, which is another component in the distribution formula of the Class C Road funds. In January 2025, West Haven reported to the UDOT that it had 84.4 miles of roads within its incorporated limits.



As a result of the growth in the Weighted Miles of roads reported to UDOT and the City’s population growth, West Haven City has seen its revenue from Class C Road Funds grow over the recent past. The chart entitled “West Haven City Class C Road Funds” above shows the growth of the City’s share of the Class C Road Funds in the recent past.





The chart also shows a dashed line, projecting the future receipt of the Class C Road Funds for FY 2026, estimated to be \$1,253,552. This trend line displays an  $R^2$  value, indicating the degree to which the trend line fits the data set (regression model). More specifically, the  $R^2$  values range from 0 to 1, with a higher number representing a better fit of the trend line to the data. Budget \$1,253,000.

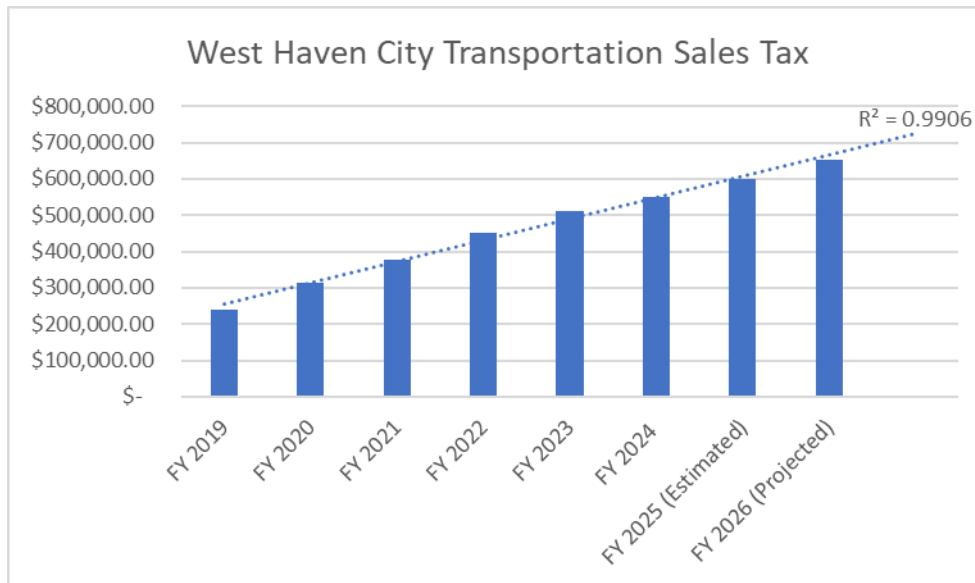
- **13-3457 Transportation Sales Tax.** In 2015, the Utah State Legislature recognized the need to provide additional funding sources for local governments to fund transportation and enacted House Bill (HB) 262. This House Bill authorized counties to impose and voters to approve a 0.25% Transportation Infrastructure Tax funding. In 2015, Weber County imposed a 0.25% Transportation Infrastructure Tax, which was approved by the voters.

HB 262 is now codified in Utah Code § 59-12-2219, which defines sales, distribution, and use tax revenue from the County Option Sales and Use Tax for Highways and Public Transit, including cities receiving 0.10 of the 0.25% Transportation Infrastructure Tax.

The allowed uses associated with this revenue source are enumerated in Utah Code § 59-12-2212.2. Please refer to this Code section for a comprehensive list of permitted uses. Likely allowed uses for West Haven City include the following:

- development, construction, maintenance, or operation of a Class C road;
- traffic and pedestrian safety infrastructure, including: a sidewalk; curb and gutter; a safety feature; a traffic sign; a traffic signal; or street lighting; or
- an active transportation facility for non-motorized vehicles and multimodal transportation that connects an origin with a destination.

The graph below, entitled “West Haven City Transportation Sales Tax,” shows steady growth in this revenue source from FY 2021 through 2023, with an average annual increase of 18%. The chart also shows a dashed line projecting the future receipt of the Sales Tax for FY 2026 and FY 2027. Based on current receipts of the Transportation Sales Tax in FY 2025, the City is budgeting a 9% increase in this revenue for FY 2026, estimated at \$654,020. Budget \$654,000.



- **13-3470 Park Impact Fees & 13-3473 Park Impact Fees- Green Farms.** West Haven City has identified the existing level of service (LOS) by the per capita (per person) value of parkland and improvements. The land value per capita is \$247.37, and the improvement value per capita is \$395.59, for a total of \$642.96. To maintain this level of service, the City has found that accessing park impact fees is necessary by adopting Ordinance No. 34-2019, the Park Impact Fee enactment ordinance. Unlike other impact fee facilities plans and impact fee analyses, no specific impact fee projects have been identified to spend the proceeds of collected impact fees. Instead, the City expends impact fees on land acquisition and improvements that add additional capacity to the City's parks, trails, and open space system.

City staff believe it prudent to estimate growth-related revenue, such as building permits, conservatively due to variables including interest rates, the local economy, and the cost of materials and supplies. All revenue estimates associated with building permits are derived from estimating that 116 single-family detached and 134 townhome building permits will be issued in the CY 2025; these estimated building permits represent the average number of single-family detached and townhome building permits issued in the CYs 2023 and 2024.

Specifically, based on the number of building permits anticipated to be issued in FY 2026, the City estimates collecting \$535,800 in impact fees. Budget \$455,400 in 13-3470 Park Impact Fees. Budget \$80,400 in 13-3473 Park Impact Fees—*Green Farms*.

### **Miscellaneous – Revenues.**

- **13-3610 Interest Earnings.** West Haven City invests the Capital Project's fund balance in the State of Utah Public Treasurer Investment Fund (PTIF). The PTIF accrues interest; from FY 2021 to FY 2024, the average interest rate paid by the PTIF was 2.47%. However, from July 2024 through December 2024, the PTIF paid an average interest rate of 5.13%. Using the 4.5% interest rate, the City Treasurer estimated the amount of money attributed to the Capital Project Fund that would be invested in the PTIF and estimated that interest earnings for FY 2026 would be approximately \$935,600. Budget \$935,600.
- **13-3625 Other Financing Sources.** As described in a project entitled Internet Connection at City Parks & Expansion of Security Cameras, the FY 2026 Budget provides that several City parks receive an internet connection for multiple reasons, including having security cameras that provide real-time video footage that can be viewed online. The total cost to connect all the City parks with internet is \$101,311.72. UTOPIA will finance the fiber connection costs to make an internet connection available to a City park, which will be paid over the 84-month term (seven years). For the City's financial reporting requirement, the City will need to report these costs as a debt service obligation.

As such, in FY 2026, the Budget will show revenue of \$101,311.72 contained in 13-3625 Other Financing Sources (which in a debt service context represents "bond proceeds"). The FY Budget will also show an annual expense of \$14,473.10 for the debt service obligation. The connection cost for this project will be repaid monthly for seven years, and this expense will terminate at the end of the seven-year period.

## **Fund Balance and Transfers- Revenue.**

- 13-3999 Use (Contribution) of Fund Balance. Fund Balance is used to bridge any gaps within the budget between estimated revenues and expenses. If the budgeted amount in the Fund Balance line item is positive, then the budget is expending Fund Balance. If the Fund Balance amount is negative, the budget proposes adding to Fund Balance by lowering the revenue.
- 13-3999 Use (Contribution) of Fund Balance (Use of "Assigned Fund"- ARPA). On March 6, 2024, the City Council adopted Resolution No. 06-2024 authorizing the use of the American Rescue Plan Act (APRA) revenue and authorizing the City Manager to take specific actions regarding the ARPA revenue to meet the federal and state requirements associated with approximately \$1,724,465 of funding provided to the City. More specifically, by the end of the 2024 CY, the City has a deadline to have the America Rescue Plan Act (ARPA) funds of \$1,724,465 spent to fulfill the ARPA requirements.

In 2024, the State of Utah Auditor ensured the City complied with the deadline to expend American Rescue Plan Act (ARPA) funds. As such, the City needed to designate the ARPA expense and report this expense on the Utah Transparency Website. The City Council wanted to use the ARPA funds on a capital project, which was yet to be determined, and the completion of a capital project costing \$1.7 million was not going to be completed by the 2024 CY deadline.

Resolution No. 06-2024 authorized the City Manager to report the use of ARPA Funds on law enforcement services to meet these two objectives, essentially \$1.9 million in FY 24. The City then recognized the ARPA fund revenue as being earned in the General Fund, which met the requirements of the ARPA Act and the Utah State Auditor.

To meet the City Council's objective of spending the ARPA funds on a future capital project, the Resolution directed City staff to prepare a budget amendment transferring \$1,724,465 (the revenue realized by earning the ARPA Funds) to the capital projects fund, and labeling on the capital fund's balance sheet that this \$1,724,465 is "Assigned as Special Projects - City Council." This "assignment" does not allow these funds to be appropriated or used without specific and expressed approval from the City Council. This transfer and assignment met the City Council's objective of utilizing ARPA funds for a future capital project, allowing the City Council more time to determine which capital project to pursue without the 2024 deadline.

One of the Mayor and City Council's priorities has been to complete Windsor Park. This 18.87-acre park space was dedicated to West Haven City over twenty years ago. Constructing this park is a massive endeavor, and the City has made incremental progress through grants. To date, the improvements made to Windsor Park have included installing water, sewer, and power to the site, constructing an access road and parking lot, and installing a restroom. The City Council's appropriation of \$1,724,465 for Windsor Park will provide the financial resources needed to install the recreational amenities at Windsor Park for the benefit of the public. Budget \$1,724,465.

## **Expenses-Accounts.**

### **13-4515 Capital Equipment- Expenses.**

- 13-4515 Capital Equipment (Parks). This line item is used to appropriate the expense for acquiring capital equipment for the streets, parks, and non-departmental. Equipment for the sewer and storm drain departments is purchased with their respective Funds. Purchases in this line item typically include playground equipment, contractor equipment, light, and heavy vehicles. In FY 2026, the following capital equipment will be purchased.
  - Arena Bucking Chutes. Six bucking chutes at the arena have been in operation since 1997 (nearly 30 years) and need replacement. These chutes corral large animals and are subject to significant wear due to the nature of their use. The existing bucking chutes pose a constant maintenance and safety concern for the animals and the people who use them.

The photos below do not adequately convey that the metal locking mechanism has worn to the point where it no longer securely holds the animal, and rust has further compromised the chute's ability to contain rough stock. This recommended replacement of six bucking chutes would be the beginning phase of updating the stock pens west of the chutes. The City received three bids for this project; the anticipated cost of replacing the six-bucking chutes is \$65,000. Budget \$65,000.



- **Rock Wall Playground Replacements, Sports Park/Stonefield Park.** The Parks and Recreation Director has created a replacement schedule for playground structures in City Parks to ensure these facilities remain safe and functional. In FY 2026, the schedule identified the rock wall climbing features at the Sports Park and Stonefield Park playgrounds as having reached the end of their life.

These rock wall features are approximately 15 years old, have experienced heavy use, and are essentially worn out. Due to the age of the playground equipment, the Parks Department cannot locate the replacement parts needed, and the slide has been worn down to the fiberglass base (see picture below). The Parks Department has deemed these playground features unsafe and has specified that a new climbing feature, as shown below, is the replacement. The expected cost for replacement with a new structure would be \$31,000. That price includes playground structures for both locations, as pictured below. Budget \$31,000.



- **DX55 Turf Tractor Replacement.** The Parks and Recreation Director has specified that the existing DX55 Case Turf Tractor be replaced. The DX55 Case Turf Tractor is 18 years old (circa 2006). This equipment performs most of the work on the City's recreation and open space field areas, including fertilizing, spraying, and mowing. It is consistently used during the spring, summer, and fall seasons.

In the past few years, failures of this equipment have become a regular issue, causing interruptions and delays in the Parks Department's operations. As the City's maintenance obligations have increased with the additions of Green Farms, Staker Park, and Salt Pointe Park, all of which were added during the summer of 2024, it is critical that the City has a reliable tractor to keep pace with its maintenance responsibilities. More specifically, having a tractor out of service for a few days will cause delays in the maintenance schedule and challenge the City's ability to catch up.

In June 2024, the tractor needed a new steering assembly, and the throttle cable was replaced. The City used K & T Service to perform the repair, which cost \$4,122, including parts (\$3,807) and labor (\$315).

The City staff contacted a local implement dealer regarding addressing items on the tractor that need repair. The itemized list of parts and labor to repair the tractor is listed below. It should be noted that Case no longer manufactures a hood, and an aftermarket hood would need to be sourced, which is anticipated to cost \$ 1,500-\$ 2,500. If a new hood could not be sourced, the City would need to try to secure a used one. Outside those items, the tractor has issues with the electrical system, including non-



functioning lights, the PTO lever, switches, the grille, and the seat. It is anticipated that tires will need to be replaced in the next one to two seasons.

<b>Parts &amp; Labor</b>	<b>Amount</b>
Seat	\$358.45
Switch <sup>1</sup>	\$64.10
Switch <sup>1</sup>	\$139.70
Grille <sup>1</sup>	\$772.80
Grille <sup>1</sup>	\$834.40
Lamp	\$850.00
Light <sup>1</sup>	\$173.60
Light <sup>1</sup>	\$183.70
PTO Lever	\$195.00
Shop supplies	\$100.00
Hood	\$1,500-\$2,000
Labor (Including electrical fix)	<u>\$4,550.00</u>
Total:	\$9,721.75- \$10,221.75

Note 1: Each switch, light, lamp, grille, and seat component is a separate part on the tractor. The electrical system is run through multiple switches, and the lights are different in each case. The grille requires two pieces for completion.

The anticipated cost for replacing a tractor is \$55,000, with the existing tractor's trade-in value of \$5,500. Budget \$50,000.

- **Kubota Plow & Sander Conversion Kit.** The City uses three Kubota tractors in its operations. Two of these Kubota tractors are equipped with a plow and sander, and the other Kubota tractor is equipped with a power washer, primarily used for restroom cleaning. During the winter, the Parks Department would like to remove the power washer unit from the Kubota and equip it with a plow and sander, providing the Parks and Public Works Department with another tractor to plow school zones, trails, and parks. Purchasing a plow and sander will extend the usefulness of this equipment into the winter season. Pictured below is a Kubota tractor equipped with a plow and sander. The anticipated cost of purchasing another plow and sander for the other Kubota is \$14,000. Budget \$14,000.



DX55 Turf Tractor Replacement



Kubota Plow & Sander Conversion Kit

- **Internet Connection at City Parks & Expansion of Security Cameras in the City Park System.** Several City parks have security cameras that provide real-time video footage that can be viewed online. This video footage is archived for City staff to view as needed. Security cameras at City parks enhance the City's park system in the following ways:
  - **Crime Deterrent & Evidence Gathering.** The presence of security cameras serves as a deterrent to vandalism, theft, violence, and other illegal behavior in the park. If illegal activities occur in the park, video footage assists law enforcement in investigations.



- Perception of Safety. People's perceived safety increases when they know that security cameras monitor the park system.

It is worth noting that recently, a resident contacted the Mayor and the Parks & Recreation Director regarding the acquisition of video footage and suggested installing a camera near the 4000 South tunnel. She expressed concerns regarding her son and their friends having a conflict with an individual in the vicinity when trying to use the Stonefield Park and the tunnel. The resident hoped that the video footage may resolve the conflict.

An internet connection is required at the park to implement the security camera system, which allows for viewing and recording over the web. Not all parks recommended to receive an internet connection are proposed they be outfitted with a security system immediately. The internet connection in these locations will provide other benefits, such as a recreation connection for management software, timecard capabilities for seasonal employees, and sprinkler system management.

For this project, a UTOPIA internet connection is comprised of fiber and internet service provider costs. On the next page is an itemized cost estimate from April 2025 to connect a specific City park to the UTOPIA fiber network. The total cost to connect all the City parks with internet is \$101,311.72. UTOPIA will finance the fiber costs to make an internet connection available to a City park, which will be paid over the 84-month term (seven years). For the City's financial reporting requirement, the City will need to report these costs as a debt service obligation.

As such, in FY 2026, the Budget will show revenue of \$105,000 in 13-3625 Other Financing Sources (which in a debt service context represents "bond proceeds"). The FY Budget will also show an annual expense of \$15,000 for the debt service obligation. The connection cost for this project will be repaid monthly for seven years, and this expense will terminate at the end of the seven-year period.

In addition to the build cost of UTOPIA's fiber network associated with the internet connection, a UTOPIA wholesale connection would have an ongoing cost. The first circuit that the City purchases for a wholesale connection is \$500, with additional circuits being \$50 for whatever bandwidth is to be shared at the locations.

On the next page is an itemized list of the costs associated with Pro-Edge Technology, the City's audiovisual specialist, to purchase and install the hardware associated with the security cameras, which costs \$28,211. The City will periodically incur expenses associated with maintaining or upgrading the hardware.

Budget \$42,700 (for fiber construction costs, hardware costs, and installation in FY 2026) and \$14,500 for six additional future fiscal years (for fiber construction costs).

UTOPIA Costs

Park	Address	GPS Coordinate	Costs	NOTES
Prevedel Parking Lot East	1300 S 2100 W	41*14'31.02" N 112*01'54.27" W	\$45,171.09	Surveyed with Brock, and he wants Utopia to place a pole (possibly has sleeve under canal)
Prevedel Parking Lot West	1300 S 2300 W	41*14'29.32" N 112*02'06.27" W	\$	Connection will be handled with a point-to-point system from the east parking lot
Bowery at Prevedel	1300 S 2300 W	41*14'27.28" N 112*02'07.09" W	\$	Connection will be handled with a point-to-point system from the east parking lot
Prevedel Park Amphitheater	1300 S 2300 W	41*14'28.79" N 112*02'09.96" W	\$	Connection will be handled with a point-to-point system from the east parking lot
Poulter Pond	4100 W 3750 S	41*11'52.43" N 112*04'46.61" W	\$7,893.00	Utopia has placed an open trench conduit, but still needs a road crossing
Tuscan Park	3150 S 2125 W	41*12'31.31" N 112*01'52.14" W	\$4,372.30	
Cemetery	1550 S 2350 W	41*14'19.10" N 112*02'10.64" W	\$3,583.48	place on unistrut next to pole- feed from the neighborhood to the south
Stonefield Park	4500 S 4700 W	Not needed at this time		
Sports Park	4225 S 3900 W	41*11'10.38" N 112*04'33.88" W	\$8,809.15	
Country Park Baseball Building	3300 S 2825 W	41*12'12.94" N 112*02'57.27" W	\$11,436.85	Requested price, but will most likely use P2P system from Recreation Bldg. (900' of conduit)
Country Park Arena Building	3300 S 2825 W	41*12'09.40" N 112*03'04.01" W	\$10,189.61	Requested price, but will most likely use P2P system from Recreation Bldg. (875' of conduit)
Staker Park	3500 W 2875 S	41*12'49.26" N 112*03'54.98" W	\$9,856.24	
Total Costs			\$101,311.72	

Pro-Edge Technology

Park	Address	GPS Coordinate	Costs	NOTES
Prevedel Parking Lot East	1300 S 2100 W	41*14'31.02" N 112*01'54.27" W	\$2,448	
Prevedel Parking Lot West	1300 S 2300 W	41*14'29.32" N 112*02'06.27" W	\$2,448	
Bowery at Prevedel	1300 S 2300 W	41*14'27.28" N 112*02'07.09" W	\$9,092	
Prevedel Park Amphitheater	1300 S 2300 W	41*14'28.79" N 112*02'09.96" W	\$1,920	
Poulter Pond	4100 W 3750 S	41*11'52.43" N 112*04'46.61" W	\$2,779	
Tuscan Park	3150 S 2125 W	41*12'31.31" N 112*01'52.14" W	\$4,644	
Cemetery	1550 S 2350 W	41*14'19.10" N 112*02'10.64" W	\$4,880	
Stonefield Park	4500 S 4700 W	Not needed at this time		The park already has cameras, and the internet connection provides other web-based solutions to managing parks and recreation
Sports Park	4225 S 3900 W	41*11'10.38" N 112*04'33.88" W	\$	The park already has cameras, and internet connection provides other web-based solutions to managing parks and recreation
Country Park Baseball Building	3300 S 2825 W	41*12'12.94" N 112*02'57.27" W	\$	
Country Park Arena Building	3300 S 2825 W	41*12'09.40" N 112*03'04.01" W	\$	
Staker Park	3500 W 2875 S	41*12'49.26" N 112*03'54.98" W	\$	
Total Costs			\$28,211	

### 13-4530 Parks Impact Fee Expenditures.

- **13-4530 Park Impact Fee Expenditure.** West Haven City owns and manages its parks and trail systems to provide recreation and leisure opportunities to its existing and future residents. To ensure that the City can continue to meet the objective above, the City has adopted Ordinance No. 34-2019, approving the Impact Fee Facilities Plan that identifies construction projects that are impact fee eligible projects that are necessary to continue to provide the same level of service in the City's Park & Trails System. For FY 2026, these projects include the following:
  - **Windsor Park (Playground).** When the Windsor subdivision was developed, 18.87 acres were donated to the City to establish a park. Constructing this park is a significant project and will be constructed in phases. The first phase was completed in FY 2025 and included the construction of an access road and parking lot, a drainage system, earthwork for a berm, and restrooms. Phase 1 was in part funded by a \$222,000 RAMP Grant.

The second phase of constructing Windsor Park is scheduled to begin in FY 2026 and will include the construction of a playground. Through the efforts of Sheri Bingham, the City's Grant Writer, and Brock Randall, the Parks and Recreation Director, the City secured a RAMP Grant in the amount of \$110,878 for the playground at Windsor Park. The total cost of this recreational amenity is estimated to be \$223,362, with \$110,878 being funded by a RAMP grant, with the City paying the balance of \$112,484. The City will use impact fees as the matching funds for this project.



Ordinance No. 34-2019 adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Parks. Park improvements that add capacity to the City's park system are identified as impact fee eligible. More specifically, the impact fees may be the funding source to provide the matching funds the RAMP Grant requires. Budget this project as follows:

- \$225,000- Total Project Estimated Revenue
  - \$110,000- RAMP Funds- Funding Year 2025 (13-3310 Federal/Local Grants)
  - \$115,000- Impact Fees (13-4530 Park Impact Fees)
  - \$225,000

- \$225,000- Total Project Estimated Expense
  - \$110,000- Parks Capital Outlay (13-453)
  - \$115,000- Park Impact Fee Expenditures (13-4530)
  - \$225,000
- **Windsor Park (Earthwork, Irrigation, Planting, Trail, and Disc Golf).** When the Windsor subdivision was developed, 18.87 acres were donated to the City to establish a park. This park property has been undeveloped for over twenty years. In recent years, the Mayor and City Council have made a concerted effort to improve this park property, including developing a park plan and implementing incremental steps to achieve it.

In December 2019, G. Brown: Design Inc., a licensed landscape architecture firm, prepared a basic concept plan for Windsor Park. During FY 2023, the City Council approved G. Brown Design, Inc. (GBD) to advance the initial design work for Windsor Park, establishing a phased approach to implementing the park plan. The concept master plan included public engagement opportunities for residents and stakeholders to provide input on the park's design. GBD concept park plan also included providing the City with an estimated cost for implementation of around \$12 M.

Unfortunately, the initial cost estimate to construct Windsor Park was too high to construct improvements on the entire 18.79 acres concurrently. Consequently, the City has been focused on phasing in improvements to a 10.99-acre section of the 18.87-acre park property. The 10.99 acres are located east of 3150 West, and the 2023 concept design is shown in the image below.



The Windsor Park Plan for the 10.99-acre section of the park located east of 3150 West.

With the concept master plans and Council approval, City staff submitted and received a RAMP grant in FY 2025 to complete infrastructure improvements needed to develop park amenities. Specifically, the City received a \$222,000 RAMP, which required a dollar-for-dollar match by the City. The City used impact fees as the matching funds for this grant award and has constructed the following improvements in the park section located east of 3150 West. :

- Road and parking lot,
- Rough berm in place on the north side of the road;
- Utility infrastructure, including water, sewer, and power; and
- CXT restroom.

For FY 2026, the City received an additional RAMP grant to fund a playground. The total cost of this recreational amenity is \$223,362, with the RAMP grant funding paying \$110,878 and the City paying the balance of \$112,484. The City Council desires to make more meaningful progress in FY 2026, and to this end, the City Council is appropriating \$1.7 million to construct more park improvements.



Constructing additional improvements requires that the City obtain a final design from G. Brown Design, Inc. that includes construction-level details and a planting plan. GBD construction plans will be combined with engineering plans to prepare documents so the City can solicit bids for the park improvements. The bid documents will request that contractors provide bids in the following anticipated schedules, which may be awarded to one contractor or independently to several contractors. In the latter case, the City will act as the General Contractor in coordinating the work awarded to multiple local contractors.

While there is no foregone conclusion regarding awarding bids, the City Parks & Recreation Director anticipates that local contractors will provide competitive bids. All interested contractors are invited to provide bids, with bids awarded based on several factors, including pricing. Below are the likely bid schedules for the improvements recommended to the 10.99 acres of Windsor Park property located east of 3150 West:

- Topsoil. Fill dirt was brought to the site several years ago, and the Parks and Recreation Director is recommending that topsoil be added to the site.
- Grading. The City engages with a contractor who can fine-grade that material into the City's preferred design.
- Trail. Engage with a contractor to build the trail around the park.
- Irrigation. The City has multiple irrigation companies that have worked for the City and could provide a bid for this work.
- Finish Work. The City wants to work with G. Brown for grass, plant, and tree species and implement those with our irrigation contractor, following the master plan.
- Disc Golf. The City further enhances the park's recreational amenities by placing our disc golf course back into the park. This could potentially be done in-house with the city crew.

As further described in line item 13-3999 *Use (Contribution) of Fund Balance (Use of "Assigned Fund"- ARPA)* the FY 2026 Budget has the City Council expressly approving the appropriation of \$1,724,465 (the revenue realized by earning the ARPA Funds) that is currently labeled on the capital fund's balance sheet as "Assigned as Special Projects - City Council" to further improvements at Windsor Park. The City Council's appropriation of \$1,724,465 (of non-impact fees) and the expenditure of funds on Windsor Park (an impact fee eligible project) will increase the per capita spending of impact fees and, in the future, increase the maximum amount of impact fees that can be collected. For more information on this issue, please reference the 13-3470 *Park Impact Fees* & 13-3473 *Park Impact Fees- Green Farms* budget narrative.

Ordinance No. 34-2019 adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Parks. Park improvements that add capacity to the City's park system are identified as impact fee eligible. Budget this project as follows:

- \$1,724,000- Total Project Estimated Revenue
  - \$1,724,500- 13-3999 *Use (Contribution) of Fund Balance (Use of "Assigned Fund"- ARPA)*
  - \$1,724,500
- \$1,724,000- Total Project Estimated Expense
  - \$1,724,500- Park Impact Fee Expenditures (13-4530)
  - \$1,724,500
- **Prevedel Park (Pavilion).** Prevedel Park is an 86.7-acre natural park near 1300 South and 2300 West. The Weber/Ogden River runs through the center of the park, serving as a habitat for birds and other wildlife and making it a prime camping location in Weber County. West Haven City has improved this nature park with restrooms and eight camping sites.

In FY 2025, the City constructed an outdoor amphitheater with a grant from the State Department of Natural Resources Division of Outdoor Recreation, which provided \$50,000 for this project. This grant award required the City to provide a dollar-for-dollar match in funding. The Amphitheater complements the campgrounds and is ideal for nature presentations, helping to facilitate the use of Prevedel Park for more significant events, such as youth conferences.

In FY 2026, the City plans to construct a pavilion in Prevedel Park. This pavilion will be a thirty-five-foot hexagonal-shaped structure that accommodates picnic tables. It will also complement the campgrounds and existing facilities at Prevedel Park.



Through the efforts of Sheri Bingham, the City's Grant Writer, and Brock Randall, the Parks and Recreation Director, the City secured a RAMP Grant in the amount of \$49,342 for the pavilion and \$15,000 for its installation. The total cost of this recreation amenity would be \$133,133, with \$64,342 being funded by RAMP grant funding and the City paying the balance of \$68,791. The City will use impact fees as the matching funds for this project.

Ordinance No. 34-2019 adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Parks. Park improvements that add capacity to the City's park system are identified as impact fee eligible. More specifically, the impact fees may serve as the funding source to provide the matching funds required by the RAMP Grant. Budget this project as follows:

- \$134,000- Total Project Estimated Revenue
  - \$64,000- RAMP Funds- Funding Year 2025 (13-3310 Federal/Local Grants)
  - \$70,000- Impact Fees (13-3470 Park Impact Fees)
  - \$134,000
- \$134,000- Total Project Estimated Expense
  - \$64,000- Parks CP- Grants (13-4534)
  - \$70,000- Park Impact Fee Expenditures (13-4530)
  - \$134,000

• 13-4532 Impact Fees- Green Farms

- Poulter Pond. The City has previously entered into a master development agreement with Nilson Homes, under which Nilson and West Haven City have partnered to construct Poulter Pond with a budget of \$2,000,000. Nilson Home is responsible for 60% or \$1,200,000, with the City responsible for the remaining 40% or \$800,000. The City is projected to spend approximately \$550,000 in FY 2024, with the remaining amount being budgeted in FY 2025.

Ordinance No. 34-2019 adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Parks. Park improvements that add capacity to the City's park system are identified as being impact fee eligible. Budget this project as follows:

- \$250,000- Total Project Estimated Revenue
  - \$250,000- Impact Fees (13-3473 Park Impact Fees- Green Farms)
  - \$250,000
- \$250,000- Total Project Estimated Expense
  - \$250,000- Park Impact Fee- Green Farm (13-4532 Park Impact Fees- Green Farms)
  - \$250,000

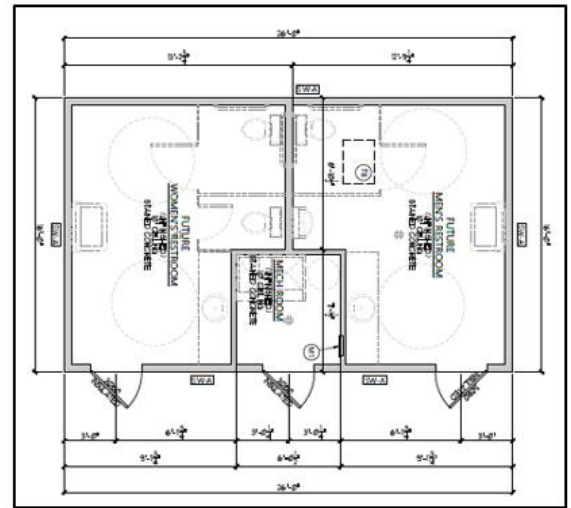
- Green Farm's Community Center Park Restroom (Completing Existing Wood Structure as Restroom) & Constructing New Storage Shed. The Parks & Recreation Director has identified the need to complete the public restroom at Barn Community Center Park. Restrooms would provide a needed amenity and complement the playground, pickleball courts, and a large pavilion across the street.

Additionally, the City Manager has identified the need for a separate on-site storage unit that is not accessible to the public when The Barn is rented out. It is anticipated that on-site storage needs will be between 400 and 600 square feet to store materials used for the Barn Community Center, such as outdoor furniture for the private patio at the Barn, and to support recreation and leisure operations and programs at the Barn Community Center. More specifically, the Parks Department could program the Barn Community Center during the days when demand from the public renting the facility is low. The ability to store materials on-site but outside the Community Center will enhance the City's ability to operate and program the space with recreational and leisure activities, and will also allow City-organized committees, such as the Arts Council, to utilize the space more fully. The City should invest in and use the Barn Community Center to its full potential, and having on-site storage would help the City realize this objective.

As part of the Green Farms Master Development Agreement between Nilson Homes and the City, Nilson Homes agreed to construct a wood-frame structure (26' by 16', totaling 416 square feet) adjacent to The Barn Community Center for a future restroom (see picture below). The City staff had explored the option

of not completing this structure as a public restroom, but instead using it for storage, and placing a CXT Restroom (a prefabricated masonry restroom) on the north side of Community Center Park. The deterrent to this concept is that the utilities are already connected to the existing wood frame structure, and any alternative location for a restroom on this site would require the extension of utilities and the demolition and restoration of hardscape.

City staff recommends that the City complete the wood frame structure as a public restroom, as it was intended (see the floor plan of the restroom below). This building is a shell and is ready for its interior to be completed. Once completed, the building will feature separate women's and men's restrooms, as well as a utility room. The City received a cost estimate for the materials needed to complete the restroom, which was \$83,000. For budgeting purposes, the City estimates that the labor to do the structure's interior buildout will equal the cost of the materials, \$83,000. Budget \$166,000.



City staff is now recommending that the City construct another wood-frame building for on-site storage, approximately 400 to 600 square feet. The location of the proposed shed has yet to be determined; however, two proposed locations are indicated in the image above, denoted by red dashed circles. This new wood-frame structure would likely be constructed with a roll-up door, allowing greater access into the storage building than would otherwise be possible with a man-door. Budget \$75,000.

This is an impact fee eligible project. Ordinance No. 34-2019 adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Parks. Park improvements that add capacity to the City's park system are identified as being impact fee eligible. Budget this project as follows:

- \$241,000- Total Project Estimated Revenue
  - \$241,000- Impact Fees (13-3473 Park Impact Fees- Green Farms)
  - \$241,000
- \$241,000- Total Project Estimated Expense
  - \$241,000- Park Impact Fee- Green Farm (13-4532 Park Impact Fees- Green Farms)
  - \$241,000



### **13-4533 Parks CP- Unrestricted.**

- **Playground Border Replacements (13-4533 Parks CP - Unrestricted)** Three parks require playground border replacement. Specifically, Stonefield Park (constructed 2007), Sports Park (Constructed 2009), and Holmes Park (Constructed circa 2014) are all using the developer-installed plastic borders that are nailed down with heavy spikes. Over time, these borders have deteriorated, and spikes have begun to rise, creating a safety issue. They have been in place since the parks were built. The Parks Department is proposing to change these borders to concrete ones, as we have in our newer parks. These new borders will eliminate a hazard and help beautify the playground areas. Anticipated costs to pour and finish a 12" tall and 8" wide concrete retaining wall are as follows: *Stonefield* \$8,000; *Sports Park* \$7,800; and *Holmes Park* \$6,800. Budget \$22,600.





### **13-50 Non-Department -Expense.**

- 13-5033 Non-Department Capital Projects- Unrestricted. This account code allocates the expense for completing non-departmental projects. Purchased from the line item typically includes acquiring land, constructing a building, facility, non-impact fee eligible parks or street projects, renovating landscapes, parking lots, etc. In FY 2026, the following capital projects will be undertaken.
  - Covered Parking Stalls at City Hall. Covered parking offers several benefits, including protection from weather damage and shielding vehicles from rain, snow, hail, and intense sunlight, thereby preventing damage to paint, upholstery, and other components.

More specifically, sunlight's UV rays can cause paint, upholstery, and dashboard materials to fade, crack, and peel, resulting in damage. Moisture and salt from rain and snow can accelerate rust and corrosion, especially in colder climates. Hailstorms can damage vehicles parked outdoors.

In winter, covered parking eliminates the need to scrape ice and snow off windows and vehicles, making it easier to get on the road quickly. Covered parking helps keep vehicles cleaner by shielding them from dirt, dust, and pollen.

In summary, covered parking reduces exposure to these elements, helps maintain vehicles' overall condition and appearance, preserves their resale value, and eliminates the need to scrape ice and snow from vehicles before use.

The FY 2026 Budget proposes installing a covered parking stall structure at the City Offices for all the above-stated benefits. However, one unknown item is how parking lot maintenance or reconstruction occurs once these structures are installed. As noted, the FY 2026 Budget proposes some maintenance work that should provide the City with another 8 years of service out of its existing parking lot at City Hall. The City estimates the asphalt's life to be around 30 years, and City Hall's parking lot is approximately 20 years old. The City should anticipate that the City's parking lot will need to be reconstructed in approximately 10 years from now.

Pictured below is an 8-stall covered parking structure for the Wingspan Apartments. Ed Pehrson, the City's Building Official, reached out to a Wingspan representative regarding the cost of these structures and was informed that the price is around \$1,300.00 per stall. In today's costs, the quoted amount seems relatively inexpensive, and for budgeting purposes, the FY Budget proposes to budget twice the stated amount. As such, for the 8-stall covered parking structure below the FY Budget, the costs of this structure are estimated to be \$20,800. It is suggested that 16 stalls will be covered for \$41,600 at the City Offices. Budget \$41,600.





- **New Public Works Building (Architectural Services).** A new building is needed to accommodate a growing Public Works Department, including the Parks Department, as well as the increasing needs of WHSSD for staff, equipment, and storage. The public works department manages and maintains essential infrastructure, such as streets and stormwater systems. The WHSSD oversees the sewer collection system and water system for a portion of the City. The Parks Department oversees the City's parks and trail system. These departments require a building that offers space for administration, vehicle and equipment storage, maintenance shops, and facilitates day-to-day activities, including repairs, maintenance, and project implementation.

In FY 2025, the City and the West Haven Special Service District purchase 12.2 acres on 3300 South near the Country Park and the existing Public Works Building for \$3,027,772.40. The existing facilities for the Public Works Department and the West Haven Special Service District (WHSSD or District) are inadequate and fail to meet functional standards for adequate office, equipment, and supplies storage space, and fabrication space for current operations. Currently, the Public Works and Parks Departments borrow storage space from the Weber West Taylor Water District for equipment storage, and the City rents a storage space to store City belongings. Due to the lack of storage space, the WHSSD has refrained from purchasing the equipment needed for its operation.





Temporary work stations and storage in the existing Public Works and Parks Departments.



Existing Public Works and Parks Department Building.



Existing WHHSD Building.

**Improved Efficiency.** The new Public Works, Parks, and District Building will serve as the main location for these Departments, consolidating operations and improving efficiency. The new building will be designed to optimize workflow, streamline operations, and reduce maintenance costs by sharing a facility for the City and the District. In this way, the capital costs (construction) and the operational costs of the common elements each entity would need for its operations can be shared. Furthermore, having the Public Works, Parks, and District operating from the same building will create opportunities for these departments to jointly purchase and share equipment for their operations.

Additionally, since there is an existing operational agreement between the District and the City, where the City provides administrative and operational staff for the District's operations, having one operational hub for these two entities will improve the management and operations of both entities. It is West Haven City's culture to have all its employees coordinate and collaborate across department lines. Park employees often assist Public Works employees on projects and vice versa. Having a central operational hub will enhance the City's culture and provide a pool of employees for various projects among the different departments.

The existing Public Works Building will likely continue to be used by the City for its Recreation Department and provide overflow storage and shop space for the Public Works and Parks Departments.

**Building Features.** The new building will likely have the following features that will contribute to the efficient operations of the Public Works, Parks, and WHSSD Building:

- **Administrative Offices.** Office space for staff to work and manage operations.
- **Vehicle and Equipment Storage.** Bays for storing vehicles, equipment, and materials.
- **Maintenance Shops.** Areas for repairing and maintaining vehicles, equipment, and other infrastructure.
- **Indoor Storage.** Areas for the warehouses or storage of materials and supplies.
- **Storage Yard.** Areas for outdoor storage yard and auxiliary storage buildings.
- **Wash Areas.** Bays for cleaning of vehicles and equipment.
- **Fabrication Space.** Areas for the layout and construction of projects that may take multiple days to complete, or during inclement weather.
- **Meeting Room.** A large gathering space to accommodate public meetings, presentations, and employee training.

- **Parking Lot.** Parking areas for visitors and employees. It may be worth noting that the parking lot for this building, being so near to the Country Park, can provide overflow parking for events such as West Haven City Days.

The new Public Works, Parks, and District building is an investment in the future of the City and District and will require financial planning and coordination. The cost to construct the building described above is unknown, and the first step towards financial planning and coordination between the City and District will likely be to engage an architect to perform some design work for both the building and the site. The City and District should engage an architect for this work in FY 2026. Budget \$40,000.

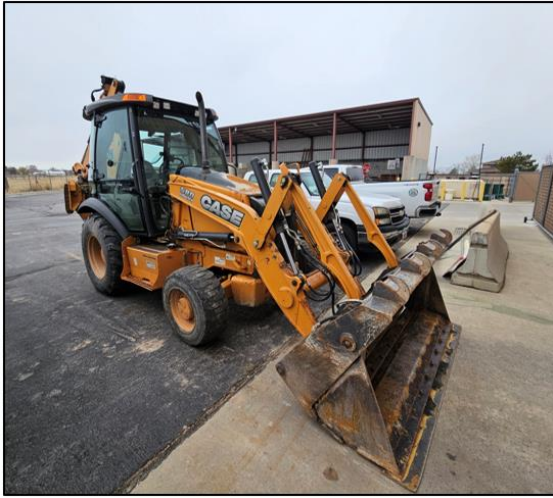
- **13-5015 Non-Department Capital Projects- Equipment.** This account code allocates the expense for acquiring capital equipment for non-departmental purposes. In FY 2026, the following capital equipment purchases will be acquired.
  - **Truck Bed & Sander Replacement.** In the FY 2025 Budget, funds were appropriated to replace a sander on the 2009 Ford F-550 cab that has completely rusted through in several locations. The Public Works Department has patched the equipment using street signs to keep it operational. While the truck still has life, the bed is at the end of its life, and the Public Works Department would like to replace the sander with a flatbed. This truck will be the only flatbed in the City's fleet that can accommodate the loading and transportation of pallets. With the retirement of the Public Works Director, the flatbed was never purchased, and the appropriation has lapsed. The Public Works Department would like to purchase a sander that can be mounted to flatbeds. Budget \$10,000 for the flatbed and \$11,500 for the Sander. Budget \$21,500.



**The Public Works Department has patched the holes in the sander bed using street signs to keep it operational.**

- **Backhoe Replacement.** It is proposed that the 2014 Case Backhoe be replaced, as it is an oft-relied-on piece of equipment. The backhoe is used in multiple departments, including streets, parks (City), and water and sewer (WHSSD). Downtime due to backhoe condition or operability can significantly impact current projects undertaken by these departments, delay responses in emergent situations, and/or decrease productivity.





The backhoe is nearly 12 years old, with approximately 1,600 hours of operation, and currently experiences a mechanical issue that causes it to shift in and out of neutral.

Below is a summary of Kirk Mobile Repair's invoices for the 580 Case Backhoe over the last three years. The total amounts shown below include the costs for the parts and labor associated with the backhoe's maintenance or repairs.

<b>Date</b>	<b>Hours</b>	<b>Amount</b>
5/3/2024	1,491	\$280.00
6/17/2024	1,435	\$941.62
9/17/2024	1,487	\$4,837.82
7/1/2024	1,449	\$696.15
6/20/2023	1,266	\$1,107.89
5/16/2023	1,253	\$560.88
8/16/2023	1,293	\$3,052.53
8/16/2023	1,293	\$3,878.58
8/31/2023	1,295	\$1,429.01
5/26/2022	1,128	\$556.35
6/2/2022	1,129	<u>\$341.58</u>
Grand Total		\$17,682.00

In preparation for the budget, the City received three quotes for a new backhoe. The least expensive backhoe that is equivalent to the current backhoe costs approximately \$137,000, with one company providing a trade-in value of \$45,000 for the current backhoe.

For budgeting purposes, it is proposed that the City and District consider a budget of \$95,000, with the cost of the equipment being divided 33.33% to WHSSD and 66.66% to the City. The District has included its portion of the cost within its budget for FY 2026. In conjunction with both entities participating in the purchase of the backhoe, the City and District would enter into an Equipment Purchase and Sharing Agreement that would define issues such as ownership interest, buyout of another entity's interest, disposal of the equipment, storage of the equipment, operating and maintenance costs, and other relevant terms. Budget \$63,500

- **Transfer Switch & Docking Station (Back-Up Generator for the Public Works Building).** In an emergency, an electrical generator ensures continuity of operations. All WHSSD buildings and the City Hall already have a diesel or natural gas electrical generator that allows operations to continue when power is not available from Rocky Mountain Power's electrical grid.

Public Works recently purchased a mobile backup generator (125kVA) to power the Public Works Building. The City will also use the mobile generator in various locations, such as at events or at a mobile Emergency Operations Center (EOC).

To make this mobile generator usable for the Public Works Building, a transfer switch and docking station (an interface that allows the generator to be plugged into the building itself) must be completed. The

transfer switch will allow the Public Works Complex to be disconnected from Rocky Mountain Power's grid when it uses power from the diesel electrical generator. It also ensures that the electrical generator does not back-feed power onto the grid and harm Rocky Mountain Power employees restoring power to the grid.

The District and City have entered into an ongoing maintenance agreement with Cummings to ensure that the electrical generators are maintained, fueled, and operational when needed. Additionally, Cummings provides an annual service through the maintenance agreement and performs a load test. All the generators run for 30 minutes once a week.

It is proposed that the City fund the installation of a transfer switch and docking station for the Public Works Building, estimated to cost \$10,904.74 and \$9,823.00 for labor. Additionally, the City needs to enter into a service agreement with Cummings to provide routine and annual maintenance, estimated to cost \$####, which will be budgeted in 10-5220 Maintenance (General Governmental Buildings) or 10-5170 Maintenance (Non-Departmental). Budget \$20,900.



### **13-60 Road Impact Fees- Expenses.**

- 13-6080 Roads Impact Fees. Constructing a safe and efficient transportation system creates the foundation for economic growth, improved air quality and public health, and enhanced quality of life. West Haven City has adopted Ordinance No. 34-2019, approving the Impact Fee Facilities Plan, which identifies construction projects that are impact fee eligible and necessary to improve the transportation system associated with the travel demand of new growth. For FY 2026, these projects include the following:

- 2700 West, Phase 2 (between 2550 S and 2175 S) - Utility/Rights-of-Way Acquisition and Road Project.

Project Overview. In 2020, the City completed construction of Phase 1 of the 2700 West improvement project. Phase 1 comprised road widening with sidewalks, curb, and gutter from 1800 South to 2050 South.

This project, being Phase 2, is a continuation of the widening of 2700 West consisting of improvements between 2000 South and 2550 South, including the construction of a new curb, gutter, and sidewalk, as well as the widening of the existing roadway and the widening over the existing Hooper Canal and Hooper Slough crossing. Phases 1 & 2 of the project will improve traffic circulation and provide a safe walking route to the new Mountain View Junior High School, which was completed in August 2024.

Project Funding. The City has entered into several local transportation funding agreements with Weber County (also called WACOG) for the project. The grant agreements require the City to provide matching funds, all summarized below.

- Local Transportation Funding Agreement. On or around July 6, 2022, the City Council adopted Resolution 18-2022, approving a local transportation funding agreement between Weber County and the City to improve 2700 West. This Agreement awarded the City \$1,892,000 for right-of-way acquisition/corridor preservation funding in 2024. The total budget under this agreement was \$2,692,000, with the City providing \$800,000 and Weber County grant funding providing \$1,892,000.
- Amended Local Transportation Funding Agreement. West Haven City requested additional

funding from WACOG to complete the 2700 West project on February 6, 2025. The request for increased funding was due to higher-than-budgeted acquisition and construction costs compared to the original project budget prepared for WACOG in 2022. Based on discussions with WACOG, the amendment budget request was based on the actual receipt of bids, including the bid from Staker Parson in the amount of \$1,413,647.50 for the 2700 West Roadway Improvement Project-Contract Award (detailed below).

City Staff estimated that an additional \$897,982 is required to complete this project. However, that would be offset by a required City match of 20% or \$179,597 (this percentage is consistent with the match the City has made on prior amendment requests). The City's actual funding request was \$718,385 from WACOG. It should be noted that in 2021, the City was awarded pass-through funding to UDOT in the amount of \$507,590 for right-of-way acquisition on Midland Drive south of 1900 West. UDOT did not identify a use for this funding, and WACOG requested that the awarded funds for acquisition on Midland Drive be vacated and that these funds be used to offset the increased budget for the 2700 West Project.

On or around March 3, 2025, the WACOG approved the City's request for additional funding. Accordingly, on or around May 7, 2025, the City Council adopted Resolution 17-2025, approving an amended local transportation funding agreement between Weber County and the City to improve 2700 West. This Amended Agreement supersedes and replaces the original dated July 2022.

This agreement reflects the additional funding the County agrees to reimburse the City, up to \$2,611,000, for project-related expenditures from the County Option Sales and Use Tax for Transportation funds. The County's payment obligations for the funds mentioned above will arise only after the following conditions are met: the City submits to the County evidence of expenditures of at least \$979,597 of the City's matching funds, along with additional evidence of expenditures that qualify for reimbursement under this Amended Agreement. The total budget for this project is \$3,589,982.

- *City's Matching Funds.* As described above, the City's matching funds for the grant are \$979,597. Ordinance No. 34-2019, which adopted the Impact Fee Analysis and Impact Fee Facilities Plan for Roads, did not identify the 2700 West project. As such, this project is currently not impact fee eligible; however, the City is working on drafting a new Impact Fee Facilities Plan and Impact Fee Analysis. A portion of this project is anticipated to be impact fee eligible. When the future impact fee is enacted, the proportionate share of this project attributed to new growth will be reimbursed to the City through the "buy-in" portion of the impact fee. Since the project is currently not impact fee eligible, the City's funding source will come from the use of Fund Balance.

*Project Timeline.* According to WACOG policy, expenditures should begin within the programmed CY 2024, and completion and all reimbursement requests should be submitted within 24 months of the start date.

*Project ROW Acquisition.* All the necessary right-of-way required for the construction of this project has been acquired.

*Project Construction.* The 2700 West, Phase 2 (between 2550 South and 2175 South) is a multi-year construction project. Below is a summary of the project's construction.

- *2700 W Storm Drain Improvement Project- Contract Award.* On June 6, 2024, the City Council meeting, the Council awarded the 2700 West Storm Drain Improvement Project in the amount of \$690,122.00 to Rock Hard Excavation.

The 2700 West Storm Drain Improvement Project completed certain storm drain improvements, including piping the current open ditch and replacing the existing pipe on the east side of the road. This project also allowed for the creation of walkable shoulders along the existing roadway to the new Junior High School. The 2700 West Storm Drain Improvement was necessary for the installation of a new curb, gutter, and sidewalk, as well as the widening of the existing roadway from 2550 South to 2100 South in the summer of 2025.



- 2700 W Roadway Improvement Project- Contract Award. At the March 5, 2025, City Council meeting, the Council adopted Resolution 10-2025, awarding the 2700 West Roadway Improvement Project in the amount of \$1,413,647.50 to Staker Parson.

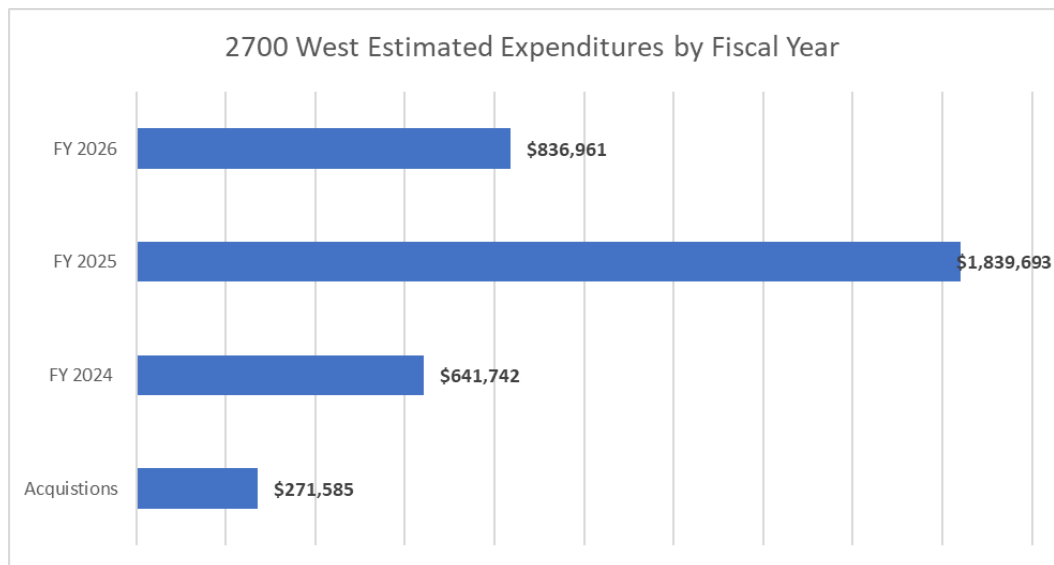
With the completion of storm drain improvements and the relocation of power poles, the City was able to move forward with the reconstruction of the 2700 W Roadway Improvement Project from 2550 South to 2200 South. The scope of work includes the overall widening and installation of curb, gutter, sidewalk, and park strip.

FY 2026 Budget. This capital project will be constructed over multiple fiscal years, with the total project costs anticipated to be funded as follows:

- \$2,692,000- Total Project Estimated Revenue
  - \$1,892,000- WACOG Funds- Funding Year 2024 (13-3310 Federal/Local Grants)
  - \$ 800,000- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
  - \$2,692,000
- \$2,692,000- Total Project Estimated Expense
  - \$1,892,000- 2700 W Road Project (13-6085)
  - \$ 800,000- 2700 W Road Project (13-6085)
  - \$2,692,000

The FY 2026 budget proposes funding of \$1,441,200 to continue to move this project toward completion. Budget \$1,441,200.

This capital project will be constructed over multiple fiscal years, with the expenditures estimated to be as follows:



- 3300 South (between 4700 W and 5100 W) & 5100 West (between 3300 S and 3800 S) - Design / Right of Way Acquisition / Road Project.

Project Overview. This project continues widening 3300 South to an 80' roadway width around the Haven Bay Elementary School (4700 West to 5100 West). Improvements between 4700 W and 5100 W consist of road widening, piping of existing irrigation ditches, and curb, gutter, and sidewalk installation.

Additionally, 5100 West will be constructed to a 66' roadway width, consisting of improvements between 4000 South and 3300 South. These improvements include road widening, piping of existing irrigation ditches, curb, gutter, and sidewalk installation. The project will improve traffic circulation and provide a safe walking route to Haven Bay Elementary School, which was completed in or around October 2024.

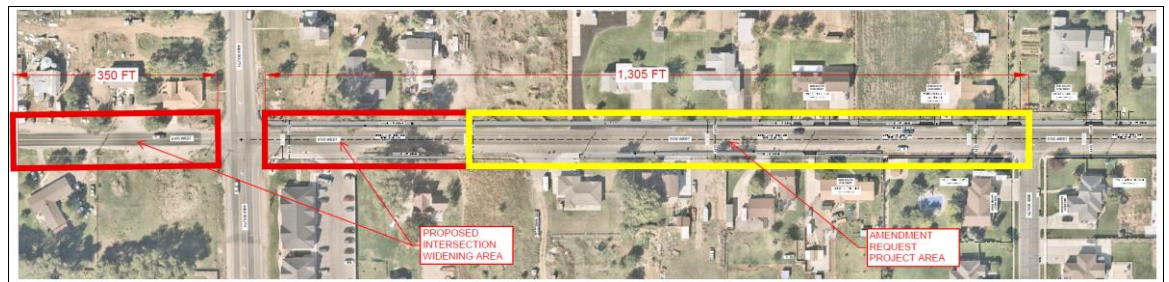
**Project Funding.** The City has entered into several local transportation funding agreements with Weber County (also called WACOG) for the project and an Interlocal Agreement with Hooper City. The grant agreements require the City to provide matching funds, all summarized below.

- **Local Transportation Funding Agreement.** On or around March 15, 2023, the City adopted Resolution 13-2023 approving a local transportation funding agreement between Weber County and the City for the 3300 South/5100 West Project.

This project was the basis of the WACOG grant application submitted in 2022. The total budget for the project was programmed for \$3,998,000, with the City providing a match of \$1,000,000 (\$4,998,000 of total funds).

- **Amended Local Transportation Funding Agreement.** On or around July 3, 2024, at the City Council meeting, the Council adopted Resolution 26-2024 approving a local transportation funding agreement between Weber County and the City for the 3300 South/5100 West Project.

In the late spring of 2024, City staff submitted an amendment to this project specific to improvements for 5100 West from 3800 South to 4000 South. This amendment will complete 5100 West from 3250 South to 4000 South. The extent of the existing projects that WACOG has funded (*5100 West between 3300 S and 3800 S* and the *4000 South Intersection and Traffic Signal Improvements*) would have created an unfunded gap of road improvements (shown on the map below as a yellow rectangle, approximately 1,000 feet). The awarded WACOG funding provided the City with an additional \$800,000, with a proposed City match of \$80,000. Completing this project would provide a constant roadway width from 4000 South to 3300 South. Roadway construction is anticipated to be completed before the end of 2025.



- **Interlocal Agreement Hooper City and West Haven City.** On July 17, 2024, the City Council adopted Resolution No. 30-2024, approving an Interlocal Agreement between West Haven City and Hooper City for financial contribution towards the matching funds required by the WACOG for 5100 West improvements. The boundaries of West Haven City and Hooper City are 5100 West, with the east side of 5100 West being West Haven and the west side being Hooper's responsibility.

The total WACOG match requirement for improvements on 5100 West is \$680,000, which equates to \$340,000 from each City. The following is the breakdown of costs for each portion of the project and the corresponding financial obligation that each city agreed to provide:

- The widening of 5100 W. and sidewalk improvement requires a total match of \$500,000, which equates to \$250,000 from each City.
- The increased scope of the original project, which includes 3500 S to 4000 S, requires a total match of \$80,000, which equates to \$40,000 for each City.
- Intersection improvements at 5100 W. 4000 S. in anticipation of future traffic signal installation require a total match of \$100,000, which equates to \$50,000 from each City.

The timing of payment of each city's financial obligation is the manner and timeframe as required by the grant agreements between WACOG and West Haven City.

- **City's Matching Funds.** As described above, the City's matching funds for the grant are \$1,000,000 plus an additional \$80,000. Ordinance No. 34-2019, which adopted the Impact Fee

Analysis and Impact Fee Facilities Plan for Roads, did not identify this project. As such, this project is currently not impact fee eligible; however, the City is working on drafting a new Impact Fee Facilities Plan and Impact Fee Analysis. A portion of this project is anticipated to be impact fee eligible. When the future impact fee is enacted, the proportionate share of this project, which is attributed to new growth, will be reimbursed to the City through the “buy-in” portion of the impact fee. Since the project is currently not impact fee eligible, the City’s funding source will come from the use of Fund Balance.

**Project Timeline.** According to WACOG policy, expenditures should begin within the programmed year of 2025, and completion and all reimbursement requests should be submitted within 24 months of the start date. For this project, the reimbursement timeline will conclude in late 2027.

**Project ROW Acquisition.** WACOG awarded full funding for this project, so any property acquisitions could be pursued under the threat of eminent domain if necessary. If the City is not willing to pursue eminent domain and it becomes apparent that the project will not be able to move forward, the City is to notify WACOG to begin the steps to terminate the agreement and return the funds for reallocation.

**Project Construction.** The 3300 South (between 4700 W and 5100 W) & 5100 West (between 3300 S and 4000 S) will be constructed over multiple years. Below is a summary of the project’s construction.

- **5100 W Utility Improvement Project- Contract Award.** On or around December 18, 2024, at the City Council meeting, the City adopted Resolution 51-2024, awarding the 5100 West Utility Improvement Project in the amount of \$499,175.80 to KAPP Construction. The 5100 West Utility Improvement Project primarily piped the existing open stormwater/irrigation ditch. It was also necessary to install a new curb, gutter, and sidewalk and widen the existing roadway.

On March 19, 2025, the City Council approved payment to Kapp Construction for \$243,980.13 (Inv. #2500201), 49% of the overall contract of \$ 499,175.80. On April 28, 2025, the City Council approved payment to Kapp Construction for \$109,509.02, which was ###% of the overall project.

- **3300 South Roadway Improvement Project- Contract Award.** On or around April 28, 2025, at the City Council meeting, the City adopted Resolution 20-2025, awarding the 3300 South Road Construction project in the amount of \$2,157,000.00 to Staker Parson Companies to install new curb, gutter, and sidewalk and widen the existing roadway. The construction completion date for this project is set at October 15, 2025.
- **5100 W Roadway Improvement Project- Contract Award.** The City Engineer will update the engineer estimate to construct the 5100 West based on the unit costs of bids submitted for the 3300 South Roadway Improvement Project. This update will indicate if the total project is underfunded due to inflationary construction project costs. The 5100 West Road Improvement Project is not expected to be constructed in the 2026 construction season.

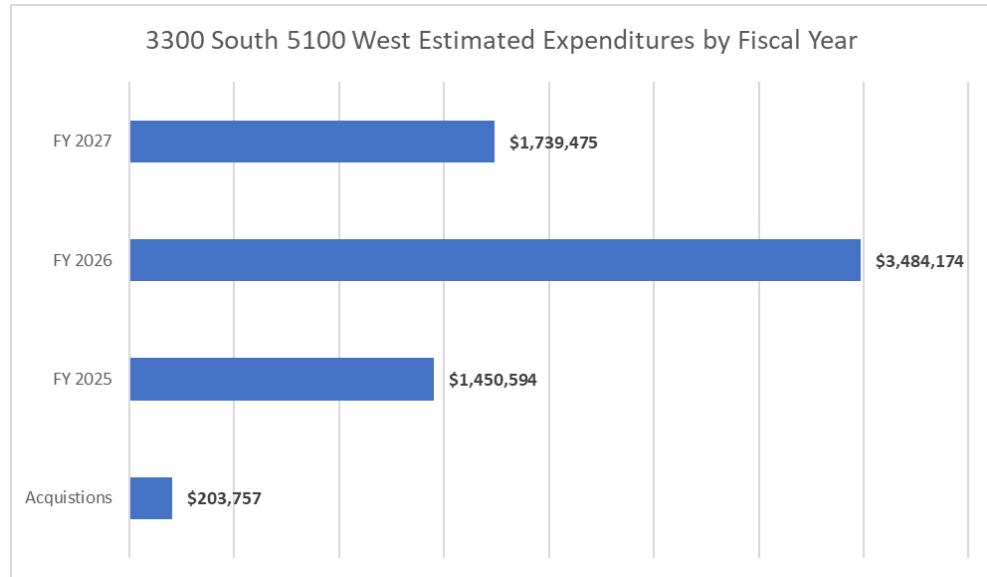
**FY 2026 Budget.** The FY 2026 budget proposes funding of \$1,441,200 to continue to move this project toward completion. Budget \$1,441,200.

This capital project will be constructed over multiple fiscal years, with the total project costs anticipated to be funded as follows:

- \$5,878,000- Total Project Estimated Revenue
  - \$3,998,000 WACOG Funds – Funding Year 2025 (13-3310 Federal/Local Grants)
  - \$ 800,000 WACOG Funds – Fund Year 2025 (13-3310 Federal/Local Grants) associated with the 2024 Amendment
  - \$1,080,000- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
  - \$5,878,000
- \$5,878,000- Total Project Estimated Expense

The FY 2025 budget proposes funding of \$2,375,000 to continue to move this project toward completion. Budget \$2,375,000.

This capital project will be constructed over multiple fiscal years, with the expenditures estimated to be as follows:



○ 5100 West / 4000 South Intersection and Traffic Signal Improvements. (Design / Construction).

Project Overview. UDOT owns the 4000 South Road, and it has been determined that a traffic signal is warranted at the intersection of 5100 W. UDOT has indicated that they will install and fund the signals. However, intersection improvements are first required for the north-south legs of both intersections. These will include widening the road to add left-turn lanes on either side. Once the City completes these intersection improvements, UDOT will fund and construct the traffic signals intended to improve vehicular and pedestrian safety. The signals are intended to improve both vehicular and pedestrian safety.

Project Funding. The City has entered into a local transportation funding agreement with Weber County for the project. The grant agreement requires the City to provide matching funds, which are summarized below.

- Local Transportation Funding Agreement. On or around #####, 2024, the City adopted Resolution 13-2024 approving a local transportation funding agreement between Weber County and the City for the 5100 West /4000 South Intersection improvements. This project is the basis of a WACOG grant application submitted in 2022. The total budget for the project is \$1,000,000, with the City providing \$100,000 and WACOG grant funding providing \$900,000 in funding year 2026.
- City's Matching Funds. This road forms the boundary between Hooper and West Haven City; Hooper has agreed to participate in the cost of these improvements. On July 17, 2024, the City Council adopted Resolution No. 30-2024, approving an Interlocal Agreement between West Haven City and Hooper City for financial contribution towards the matching funds required by the WACOG for 5100 West improvements, including the intersection improvements at 5100 West 4000 South. Specifically, Hooper and West Haven City agreed that they would equally split the required WACOG funding match of \$100,000, which equates to \$50,000 from each City.

Ordinance No. 34-2019, which adopted the Impact Fee Analysis and Impact Fee Facilities Plan for Roads, did not identify this project. As such, this project is currently not impact fee eligible; however, the City is working on drafting a new Impact Fee Facilities Plan and Impact Fee Analysis. A portion of this project is anticipated to be impact fee eligible. When the future impact fee is enacted, the proportionate share of this project, which is attributed to new growth, will be reimbursed to the City through the "buy-in" portion of the impact fee.

Project Timeline. According to WACOG policy, expenditures should begin within the programmed year of 2026, and completion and all reimbursement requests should be submitted within 24 months of the start date. .

Project ROW Acquisition. -Reserved

Project Construction. -Reserved

FY 2026 Budget. This capital project will be constructed over multiple fiscal years, with the total project costs anticipated to be funded as follows:

- \$1,000,000- Total Project Revenue
  - \$900,000- WACOG Funds- Funding Year 2026 (13-3310 Federal/Local Grants)
  - \$100,000- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
  - \$1,000,000
- \$1,000,000- Total Project Expense

The FY 2026 budget proposes funding of \$50,000 to continue moving this project toward completion.

- 1800 South 1900 West Intersection (between 2050 W and 1900 W) -Right of Way Acquisition, Road Project / Signal Project.

Project Overview. The intersection at 1800 South does not currently connect to 1900 West at a perpendicular angle. Due to safety concerns, the City intends to realign the 1800 South 1900 West intersection to provide a perpendicular connection to 1900 West and align with a future connection to the east. This project includes property acquisition, new roadway construction, curb and gutter installation, sidewalk, and lengthening the existing box culvert.

UDOT stated that a signal would be warranted and would support its installation if 1800 South could be realigned with a 90-degree approach to 1900 W and that a stub road be installed on the west side of 1900 West to serve as the starting point for a future extension to the east. However, more recently, UDOT has indicated to the City that while a traffic signal is warranted for northbound 1900 West lefts onto 1800 South, UDOT wants the City to build the 1800 S. to 2100 S. connector road – or decide that the City will not build the connector road -before UDOT determines if the intersection will be signalized at 1900 West 1800 South (that is, if the traffic at this intersection still meets warrants for a traffic signal if the 1800 South to 2100 South connector road is constructed). UDOT owns and makes operational decisions for 1900 West. Any improvement or change to 1900 West is authorized and permitted only by UDOT.

Project Funding. The City has entered into several local transportation funding agreements with Weber County for the project. The grant agreements require the City to provide matching funds, which are summarized below.

- Local Transportation Funding Agreement. During the City Council meeting on or around March 15, 2023, the City adopted Resolution 11-2023, approving a local transportation funding agreement between Weber County and the City for the 1800 South 1900 West realignment awarded \$#### in Corridor Preservation funds to Sales Tax funds, with City providing a \$#### in matching funds.
- Amended Local Transportation Funding Agreement. On or around May 7, 2025, at the City Council meeting, the City adopted Resolution 15-2025 approving an amended local transportation funding agreement between Weber County and the City for the 1800 South 1900 West realignment project.

The City received a WACOG grant to acquire the right-of-way and some construction funds. The total budget for the project is \$1,141,000, with the City providing \$275,000 and WACOG grant funding providing \$350,000 in the 2025 funding year, and \$516,000 in sales tax funds programmed for 2027.

Additionally, the request to convert the previously awarded \$250,000 in Corridor Preservation funds to Sales Tax funds was approved, providing greater flexibility for property acquisition, including pursuing property acquisition under the threat of eminent domain if necessary. If the City is not willing to pursue eminent domain and it becomes apparent that the project will not be



able to move forward, the City is to notify WACOG to begin the steps to terminate the agreement and return the funds for reallocation.

This project has also received federal funding for construction. For more details on the federal funding amounts and timing, the City can contact Ben Wuthrich. If the federal funding is available for use, WACOG may be able to pull our funds forward for use before 2027.

- City's Matching Funds. Ordinance No. 34-2019, which adopted the Impact Fee Analysis and Impact Fee Facilities Plan for Roads, did not identify this project. As such, this project is currently not impact fee eligible; however, the City is working on drafting a new Impact Fee Facilities Plan and Impact Fee Analysis. A portion of this project is anticipated to be impact fee eligible. When the future impact fee is enacted, the proportionate share of this project, which is attributed to new growth, will be reimbursed to the City through the "buy-in" portion of the impact fee.

Project Timeline. According to WACOG policy, expenditures should begin within the programmed year, and completion and all reimbursement requests should be submitted within 24 months of the start date. The WACOG grant funding provides \$350,000 in 2025 and \$516,000 in sales tax funds programmed for 2027.

Project ROW Acquisition. The City has had conversations with the property owner regarding the City's desire to acquire the necessary property to realign 1800 South.

Project Construction. -Reserved

FY 2026 Budget. This capital project will be constructed over multiple fiscal years, with the total project costs anticipated to be funded as follows:

- \$1,141,000- Total Project Estimated Revenue
  - \$350,000- WACOG Funds- Funding Year 2025 (13-3310 Federal/Local Grants)
    - \$100,000 for environmental work
    - \$250,000 for right-of-way acquisition
  - \$516,000- WACOG Funds- Funding Year 2027 (13-3310 Federal/Local Grants)
  - \$275,000 Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
  - \$1,141,000
- \$1,141,000- Total Project Estimated Expense
  - \$350,000- Road Projects (13-6085)
  - \$516,000- Road Projects (13-6085)
  - \$275,000- Road Projects (13-6085)
  - \$1,141,000

The FY 2026 budget proposes funding of \$550,000 to continue moving this project toward completion.

- 1800 South to 2100 South Connector (between 2475 W and 2200 W).

Project Overview. This project will construct a connector road from 1800 South to 2100 South to provide a more direct route to the 2100 South I-15 interchange. The construction of a new road will include sidewalk, curb and gutter, and drainage improvements. There are appreciable grading challenges that must be accommodated for the project. The project is based on the City's acquisition of a significant area of private property. The City will require right-of-way dedication from any development within the proposed roadway limits, in addition to pursuing direct purchase.

The project will make the 1800 South and 1900 West intersections safe and effective for traffic flow and safety. It also eliminates the need to construct an easterly extension of 1700 South that will ultimately connect to 1750 West. UDOT is a strong advocate and supporter of this project.

Project Funding. The City has entered into several local transportation funding agreements with Weber County (also called WACOG) for the project. The grant agreements require the City to provide matching funds, all summarized below.

- Local Transportation Funding Agreement. On or around July 6, 2022, City Council meeting, the City adopted Resolution 16-2022 approving a local transportation funding agreement between Weber County and the City for the 1800/2100 South connector project.

WACOG has awarded the City \$4,804,000 for this project in the 2024 funding year. The total budget for the project is \$5,804,000, with the City providing \$1,000,000 and WACOG grant funding providing \$4,804,000.

- City's Matching Funds. Ordinance No. 34-2019, which adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Roads, identifies this project as being 29.5% impact fee eligible. More specifically, the City's portion of the project is \$1,000,000, and impact fees will pay for \$295,000. The City's remaining expense (\$705,000) associated with this project will be paid for by Unrestricted Cash within this Fund.

Project Timeline. According to WACOG policy, expenditures should begin within the programmed year of 2024, and completion and all reimbursement requests should be submitted within 24 months of the start date. For this project, the reimbursement timeline will conclude in late 2026.

- Project ROW Acquisition. WACOG awarded full funding for this project, so any property acquisitions could be pursued under the threat of eminent domain if necessary. The City is in the process of acquiring the necessary right-of-way for the 1800 South to 2100 South connector road. Construction will depend on when the required acquisitions are completed.

If the City is not willing to pursue eminent domain and it becomes apparent that the project will not be able to move forward, the City is to notify WACOG to begin the steps to terminate the agreement and return the funds for reallocation.

Project Construction. - Reserved

FY 2026 Budget. This capital project will be constructed over multiple fiscal years, with the total project costs anticipated to be funded as follows:

- \$5,804,000- Total Project Estimated Revenue
  - \$4,804,000- WACOG Funds- Funding Year 2024 (13-3310 Federal/Local Grants)
  - \$ 295,000- Impact Fees (13-3430 Road Impact Fees)
  - \$ 705,000- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
  - \$5,804,000
- \$5,804,000 Total Project Estimated Expense

The FY 2026 budget proposes funding of \$500,000 to continue moving this project toward completion.

- 4300 West / 4000 South Intersection and Traffic Signal Improvements. (Design / Construction).

Project Overview. UDOT owns the 4000 South Road, and it has been determined that a traffic signal is warranted at the intersection of 4300 West 4000 South. UDOT has indicated that they will install and fund the signals. However, intersection improvements are first required for the north-south legs of both intersections. These will include widening the road to add left-turn lanes on either side. Once the City completes these intersection improvements, UDOT will fund and construct the traffic signals to improve vehicular and pedestrian safety.

Project Funding. The City has entered into a local transportation funding agreement with Weber County for the project. The grant agreement requires the City to provide matching funds, which are summarized below.

- Local Transportation Funding Agreement. On or around #### #, 202#, City Council meeting, the City adopted Resolution ##-#### approving a local transportation funding agreement between Weber County and the City for the 4300 West / 4000 South Intersection and Traffic Signal Improvements. This funding agreement provides the City with \$900,000 in grant funds, and requires the City to provide \$100,000 for a total project budget of \$1,000,000.

- City's Matching Funds. Ordinance No. 34-2019, which adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Roads, identifies this project as 32.7% impact fee eligible. More specifically, the City's portion of the project is \$100,000, and impact fees will pay for \$32,700. The City's remaining portion of the project, being \$67,300, will be paid for by Unrestricted Cash within this Fund.

Project Timeline. According to WACOG policy, expenditures should begin within the programmed year of 2026, and completion and all reimbursement requests should be submitted within 24 months of the start date. For this project, the reimbursement timeline will conclude in late 2026.

Project ROW Acquisition. - Reserved

Project Construction. - Reserved

FY 2026 Budget. This capital project will be constructed over multiple fiscal years, with the total project costs anticipated to be funded as follows:

- \$1,000,000- Total Project Estimated Revenue
  - \$900,000- WACOG Funds- Funding Year 2026 (13-3310 Federal/Local Grants)
  - \$ 32,700- Impact Fees (13-3430 Road Impact Fees)
  - \$ 67,300- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
  - \$1,000,000
- \$1,000,000- Total Project Estimated Expense

The FY 2026 budget proposes funding of \$50,000 to continue moving this project toward completion.

- 3300 South to 3600 South Connector (between 2700 W and 3500 W). (Preliminary Design / Right of Way Acquisition).

Project Overview. The planned project will provide a more direct connection to and from I-15 to the western areas of West Haven City and unincorporated Weber County. The construction will include a new road, sidewalk, curb and gutter, and drainage improvements.

The project will ultimately alleviate traffic from the unsafe intersection of 3300 South at Midland Road and direct traffic to the signalized intersection at 3600 South and Midland Road. This road has been part of the West Haven City transportation master plan and Weber County's regional transportation plan for several years. Given the expected and proposed development to the west of the City in unincorporated Weber County, the new road will have a regional benefit and decrease "pass-through traffic" to other local roads.

Project Funding. The City has entered into several local transportation funding agreements with Weber County (also called WACOG) for the project. The grant agreements require the City to provide matching funds, all summarized below.

- Local Transportation Funding Agreement. During the City Council meeting on or around July 6, 2022, the Council adopted Resolution 17-2022, approving a local transportation funding agreement between Weber County and the City for the 3300/3600 South Connector Road.
- Amended Local Transportation Funding Agreement. During the City Council meeting on or around March 15, 2023, the Council adopted Resolution 12-2023 approving an amended local transportation funding agreement between Weber County and the City for the 3300/3600 South connector project.

WACOG has awarded the City \$1,800,000 for right-of-way acquisition/corridor preservation grant funding in the 2023 funding year, with an additional \$1,000,000 in WACOG funding programmed for 2024. The total budget for the project is \$3,500,000, with the City providing \$700,000 and WACOG grant funding providing \$2,800,000.

- City's Matching Funds. Ordinance No. 34-2019, which adopted the Impact Fee Analysis and Impact Fee Facilities Plan for Roads, did not identify this project. As such, this project is currently not impact fee eligible; however, the City is working on drafting a new Impact Fee Facilities Plan and Impact Fee Analysis. A portion of this project is anticipated to be impact fee eligible. When the future impact fee is enacted, the proportionate share of this project, which is attributed to new growth, will be reimbursed to the City through the "buy-in" portion of the impact fee.

Project Timeline. According to WACOG policy, expenditures should begin within the programmed year, with completion and all reimbursement requests submitted within 24 months of the start date. For this project, the reimbursement timeline will conclude in late 2026.

Project ROW Acquisition. The project is based on the City's acquisition of a significant area of private property. The City will continue to require right-of-way dedication from any development within the proposed roadway limits and pursue direct purchase. The City has secured some right-of-way from projects approved in the last two years.

Additionally, since this is a Corridor Preservation project, properties are to be acquired on a willing buyer/willing seller basis in compliance with the Uniform Act's voluntary acquisition guidelines. Avenue Consultants, the City's property acquisition firm, has attempted to contact property owners to gauge their interest in being a willing seller. However, the City has not received feedback from property owners regarding whether they would be willing property sellers for the connector road.

The Utah Legislature recognizes the importance of transportation corridor preservation and, in Utah Code 72-5-402, has made the finding and declaration that the planning, preservation, and acquisition of transportation corridors is a public purpose. As such, the State Legislature has established a transportation corridor preservation process, which enables cities to limit development within transportation corridors by adopting land use regulations and an official map that identifies proposed future transportation corridors, including the corridor's centerline and setback, and restricts development within the designated future transportation corridor.

The official map and land use regulations are adopted by ordinance and are recorded at the county recorder's office on the title of the property where the future transportation corridor is aligned. As adopted by the ordinance, these land use regulations may include restrictions on subdividing land, constructing improvements, expansions, or additions, or any other action that appreciably increases the value of and the future land acquisition cost.

When adopting and recording an official map of a transportation corridor and land use regulations on the title of property where the future transportation corridor is aligned, cities shall observe all protections conferred on private property rights and provide compensation for takings. Private property owners whose property is restricted by a city for transportation corridor preservation have the right to petition the city to acquire the affected property. If the city petitioned by a property owner does not acquire the interest in the property requested by the property owner, then the county or municipality may not exercise any of the powers granted under Utah Code 72-5-401 through 72-5-406 to limit or restrict the development of the affected property.

Project Construction. As of April 2025, the City has neither submitted nor anticipates submitting any reimbursement request to WACOG in FY 2025; therefore, the available WACOG funding for next year remains at \$ 2.8 M.

FY 2026 Budget. This capital project will occur over multiple fiscal years, with the total project costs anticipated to be funded as follows:

- \$3,500,000- Total Project Estimated Revenue
  - \$1,800,000- WACOG Funds- Funding Year 2023 (13-3310 Federal/Local Grants)
  - \$1,000,000- WACOG Funds- Funding Year 2024 (13-3310 Federal/Local Grants)
  - \$ 700,000- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
  - \$3,500,000
- \$3,500,000- Total Project Estimated Expense
  - \$2,800,000- Roads Projects (13-6085)
  - \$ 700,000- Roads Projects (13-6085)

o \$3,500,000

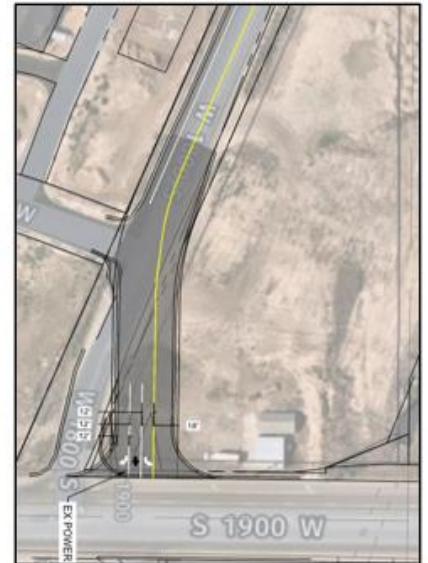
The FY 2026 budget proposes funding of \$3,450,000 to continue to move this project toward completion. Budget \$3,500,000.



3300 South to 3600 South Connector  
(between 2700 W and 3500 W)



2700 West  
(between 2550 S and 2175 S)



1800 South 1900 West Intersection  
(between 2050 W and 1900 W)



1800 South to 2100 South Connector  
(between 2475 West and 2200 West)



3300 South  
(between 4700 W and 5100 W)



5100 West  
(between 3800 S and 3250 S)

### **13-62 Class C Roads - Expenses.**

**13-62 Class C Roads.** When a new road is built in a subdivision, the developer is required to build the road to the City specifications and pays for the initial construction. A year after completion, the road is treated with an asphalt preservative, which is paid for by the developer. Thereafter, the maintenance of the road becomes the City's sole responsibility. Once the City accepts the maintenance responsibilities, the Public Works Director reports to UDOT the increased miles of roads within its incorporated limits to receive Class C Road funds derived from taxes paid on gasoline (see *13-3456 Class C Road Allotments* for more detailed information).

While Class C Road Funds can be used to construct new roads or other transportation-related improvements, the City typically reserves this funding source for road maintenance. Generally, all Class C Road Maintenance Projects are outsourced to contractors for performance. The Public Works Director recommends specific projects each budget year based on immediate and short-term needs. Below are road maintenance and road reconstruction projects for FY



2026. For a more detailed summary of the maintenance projects for FY 2026 and FY 2027, please refer to Appendix B.

**Road Maintenance- Preventative.** As of January 2025, West Haven City owns and maintains 84.4 miles of roads within its incorporated limits. A proactive and comprehensive annual street maintenance program, which includes completing preventative maintenance projects at regular intervals, maintains the quality of the road network, extends the pavement's lifespan, and delays or reduces deterioration. Preventative street maintenance projects include crack sealing, slurry sealing, chip sealing, etc.

The Public Works Department recently completed a road inventory study in FY 2024, which provides a baseline to assess the condition of all roads within the City. This study assigns a rating to the current condition of each road and serves as the basis for prioritizing roadways for treatment. The Public Works Director utilizes this road inventory to select roads that require preventative maintenance, considering various factors such as the road's age, current condition, traffic volume, and available funding. For FY 2026, the City is budgeting to perform preventative road maintenance.

- **13-6255 Crack Seal.** Water is a major contributor to pavement deterioration, and cracks allow water to infiltrate, developing potholes, alligator cracking, and other issues. Crack sealing is a pavement maintenance technique that involves filling cracks with a flexible sealant to prevent water and other materials from penetrating the pavement and causing further damage or failure. Crack sealing involves applying a hot-pour, rubberized sealant into cracks in asphalt pavements. Early crack sealing can significantly extend the life of asphalt pavements. For a complete list of roads budgeted to be crack-sealed in FY 2026, refer to Appendix B. Budget \$249,000.
- **13-6260 Asphalt Surface Treatment/Slurry.** A slurry seal is a cost-effective pavement maintenance treatment that uses a mixture of emulsified asphalt, water, fine aggregate, and additives to seal cracks, restore pavement flexibility, and protect against water damage. Slurry seals can significantly extend the lifespan of asphalt pavements by preventing water damage and other issues. Slurry seals are applied to the entire portion of the asphalted surface and can restore the pavement's appearance, making it look newer and more uniform. For a complete list of roads budgeted for a slurry seal in Fiscal Year 2026, refer to Appendix B. Budget \$180,000.
- **13-6275 Chip Seal.** A chip seal is a pavement maintenance technique where a thin layer of liquid asphalt is sprayed onto the entire road surface, followed by a layer of small rocks or chips that are then compacted into the asphalt. Chip sealing is used to maintain and extend the life of existing asphalt roads by sealing cracks, creating a new, skid-resistant surface, and protecting the pavement from the elements. The chip seal acts as a moisture barrier, preventing water from penetrating the underlying pavement and preventing further damage. For a complete list of roads budgeted for a chip seal in Fiscal Year 2026, refer to Appendix B. Budget \$208,000.

**Road Reconstruction.** Although the City has maintained a proactive and comprehensive annual street maintenance program since its inception, roads have a lifespan of approximately 25 to 30 years. When roads have deteriorated to the point that their surfaces develop physical defects that affect their use, the asphalt is completely worn out, and continued routine preventative maintenance yields diminishing returns.

When road surfaces develop physical defects that affect their use or the asphalt is completely worn out, the road needs to be reconstructed, including, but not necessarily all, milling, subsurface or "base" repair, and re-paving. In some cases, incidental stormwater improvements or projects may also be required, which will help preserve the road's pavement and substructure in the future.

The projects listed below are budgeted for road reconstruction in FY 2026 based on current considerations and road conditions.

- **13-6280 Asphalt Patch & Overlay.** There are no road reconstruction projects budgeted in FY 2026. There are several road reconstructions recommended for future fiscal years, including 3900 West (from 4200 South to 4000 South - \$298,056.14); 4600 South (from 3500 West and Midland - \$251,753.55); and the Kanesville Meadows Roads/Subdivision (\$998,762.14). The City Council can accelerate, delay, or combine some or all of them for a single year or more. Budget \$10,000.

The Class C Road projects for FY 2026 are funded as follows:

- \$10,000- Total Project Estimated Revenue
  - \$10,000- Class C Road Funds- (13-3456 Class C Road Allotments)
  - \$10,000

- \$10,000- Total Project Estimated Expense

### **13-63 Other Restricted - Expenses.**

- 13-6086 Transportation Sales Tax. In 2015, the Utah State Legislature recognized local transportation needs and enacted HB 262, Transportation Infrastructure Funding, which authorized counties to impose and voters to approve a 0.25% local option general sales tax. In 2015, Weber County imposed, and the voters approved, the 0.25% sales tax. The allowed uses associated with this revenue source include constructing and maintaining Class C road and pedestrian safety infrastructure, including a sidewalk, curb and gutter, a safety feature, etc. For FY 2026, the following projects are funded by the Transportation Sales Tax:

- Sidewalk Inventory Project. (Design / Construction). As the City continues to develop, there is an increasing need to provide safe pedestrian connectivity between neighborhoods, to existing and future schools, and accessibility to the City's extensive park and trail system.

When a new subdivision is constructed, sidewalk installation is required where possible and practical. However, given the significant undeveloped frontage in the City, there are areas that could be feasible for sidewalk installation projects. To evaluate the need for sidewalks, the City Council approved a sidewalk inventory study that identified areas of existing sidewalks and possible connectivity gaps.

It is recommended that the City Council allocate a standing budget for yearly sidewalk construction projects.

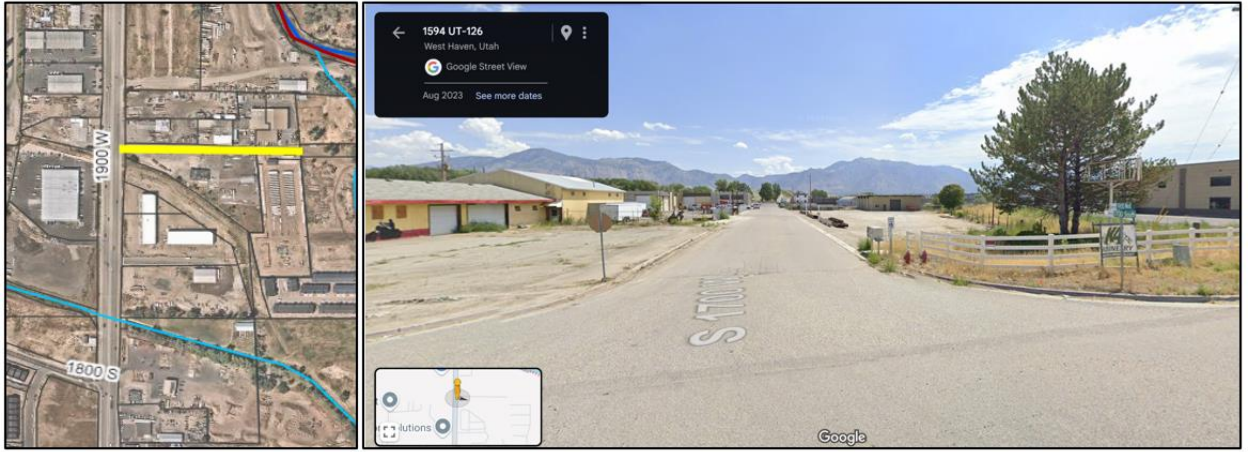
- \$250,000- Total Project Estimated Revenue
  - ~~\$250,000~~- Reserves for Transportation Tax- (13-2945 Reserves Transp. Tax)
  - \$250,000
- \$250,000- Total Project Estimated Expense

The FY 2026 budget proposes funding of \$250,000 to construct sidewalks.

- Right-of-Way Acquisition (Non-WACOG Projects). It is recommended that the City allocate funds to acquire right-of-way for trails and roads, allowing the City Council to more easily purchase rights-of-way for non-WACOG-funded projects during a fiscal year.

West Haven City will exact property for right-of-way (i.e., require, as a condition of issuing a land use permit, the dedication of right-of-way) when the circumstances surrounding the proposed development meet the legal standards in Utah Code 10-9a-508. However, there are times when circumstances do not allow for an exaction, such as when the City needs to expand a right-of-way that would not be proportionate to the proposed land use application generating the trips necessitating the expanded right-of-way (often, it increases the right-of-way to the width of an arterial road).

Other instances include the City desiring to acquire property without a pending land use application. An example is 1700 South, east of 1900 West to Riverwalk Townhomes Development. This section of 1700 S is currently a private road, with one property owning the private right-of-way; cross-access easements are granted for the benefit of the adjacent property owners. The City is interested in acquiring this right-of-way and converting 1700 South into a public road to facilitate another access into this area. Photos of 1700 South are included below. Budget \$150,000.



# **45- Cemetery Fund.**

**Preface.** The West Haven City Cemetery, located at 1550 South 2350 West, provides a physical location and services associated with the internment of individuals. The cemetery is ten acres in size and has up to 6,500 burial plots.

Fund 45 Cemetery Fund has been established to improve and enhance the Cemetery in the future. All revenue associated with the Cemetery is received into this Fund, with the current expenses to operate the Cemetery being borne by Fund 10 General Fund (within the Departmental Expense Account, 10-45 Parks).

At some point in the future, if sufficient Fund Balance is amassed in this Fund from previously deposited revenues and interest earnings, the Cemetery Fund may be used to defray future maintenance expenses. It should be noted that cemeteries are maintenance-intensive and require ongoing grounds maintenance, including regular mowing, leveling of sunken graves, grass planting, litter control, repairs to irrigation systems, and removal of flowers.

**Revenue.** There are three primary revenue sources for the Cemetery Fund: 1) Cemetery Plot Sales, 2) Opening and Closing Fees, and 3) Interest Earnings, as further explained below.

## **Charge for Services- Revenues.**

- 45-3477 Cemetery Plot Sales. West Haven City charges a fee for burial plots. Budget \$64,600.
- 45-3480 Opening and Closing Fee. West Haven City charges a fee for internment services, including opening and closing burial plots. In previous fiscal years, revenue was received from opening and closing fees for 45-3477 Cemetery plot sales. In FY 2025, these two revenue sources will be separated, with revenues deposited into the correct revenue line item. Budget \$6,800.

## **Miscellaneous Revenues.**

- 45-3610 Interest Earnings. West Haven City invests the Cemetery Fund's reserves in the State of Utah Public Treasurer Investment Fund (PTIF), which accrues interest. From FY 2021 to FY 2024, the average interest rate paid by the PTIF was 2.47%. However, from July 2024 through December 2024, the PTIF paid an average interest rate of 5.13%. Using the 4.5% interest rate, the City Treasurer estimated the amount of money attributed to the Cemetery Fund that would be invested in the PTIF and estimated that interest earnings for FY 2026 would be approximately \$22,200. Budget \$22,200.

## **Fund Balance Revenues.**

- 45-3999 Use of Fund Balance. Fund Balance is used for any gaps within the budget between estimated revenues and expenses. If the budgeted amount in the Fund Balance is a positive number, then the budget is proposing to spend the Fund Balance, and if the Fund Balance amount is a negative number, then the budget proposes adding to the Fund Balance by lowering the revenue.

As noted below in line item *45-4450 Cemetery Maintenance*, there are no planned expenses in FY 2026. As such, this fund is budgeted to add to the Fund Balance; therefore, as explained above, the budgeted Fund Balance will be a negative number. Budget (\$93,600)

## **Expenses.**

- 45-4450 Cemetery Maintenance. There are no planned expenses for FY 2026 from this Fund. All current Cemetery operating expenses are borne by Fund 10, General Fund (within departmental expense account 10-45 Parks). Budget \$0.00.

# **51- Storm Water Fund.**

**Preface.** The Storm Water Fund is an enterprise fund established to account for the operations of this utility service. As such, this Fund is fiscally managed similarly to privately owned utilities or other business organizations.

West Haven City owns and operates a stormwater utility system that protects property and complies with the State of Utah Department of Environmental Quality rules. The system consists of stormwater conveyance and outfall (ditches, sloughs, rivers), stormwater retention or detention basins, curb inlets, underground pipes, and manholes.

Storm Water Conveyance & Outfall. In most areas of West Haven City, stormwater (rainwater and snow runoff) collects in storm drainpipes or roadside ditches and is then conveyed directly to sloughs (natural drainage channels) or to stormwater detention basins that outfall to the sloughs. These existing sloughs function as drainage channels and flow southwesterly through the City, eventually conveying the stormwater runoff to the Great Salt Lake.

The City is divided into six drainage basins, primarily based on these sloughs, channels, or ditches that provide stormwater outfall. A map of the stormwater basins is contained in Appendix C, and the basins are described below.

- Basin A - Hooper Slough. The Hooper Slough drainage basin is the largest in the City and begins in the general area south of 1800 South and west of 1900 West. The slough extends beyond the existing City boundary, west of 3200 West, to the recently annexed area of the Staker Farm Subdivision, and then reenters the City south of 3300 South, at approximately 4100 West. It remains within the City boundary until it enters Hooper City at 5100 West and 4600 South.

Several outfalls from the storm drain system enter the slough. The City has completed several slough culvert improvement projects for roadway widening projects. For long-term flood control, a master-planned regional detention pond is planned as part of the Green Farms Subdivision near 4100 West and 3800 South. The Buttermilk Slough and the 3300 South basins flow into the Hooper Slough. Descriptions for these basins are included below.

- Basin B - Buttermilk Slough. The Buttermilk Slough begins within the City, east of 2700 West and north of 3300 South, and starts as a channelized flow west of the Layton Canal. The Buttermilk Slough flows into a piped section of the Hooper Slough at approximately 3500 West, near 2700 South. There are several outfalls to the slough from the storm drain system. The slough runs through the future Windsor Farms Park, in which there is planned regional detention within the park area for long-term flood control.
- Basin C - Howard Slough. The Howard Slough begins near 3300 West and 3600 South, running southwest through the City until it enters Roy City, near 4000 West and 4600 South. The storm drain system has several outfalls to the slough. The City has completed culvert upgrades on the Howard Slough for road projects in the past. Isolated areas of the slough have also been piped through the development of adjacent properties.
- Basin D - Weber River. The Weber River Basin is located along the City's north boundary, generally northeast of 1900 West and 1800 South. The area within the basin includes several industrial areas east of 1-15 and adjacent to 1900 West. There are also residential areas north of 1800 South and east of 1-15. These areas drain to the river through various drainage ditches and storm drain pipes.
- Basin E - 3300 South. The 3300 South Drainage Basin includes the area tributary to the Hooper Slough east of the Hooper Slough Basin and south of the Buttermilk Basin. The basin includes areas of roadside ditches and development-related storm drain improvements. Runoff from this basin leaves the City boundary and flows into the unincorporated area at 3300 South and 3500 West, eventually discharging into the Hooper Slough at 3300 South and 4200 West. There are planned improvements for long-term flood control utilizing a regional detention pond at the West Haven Country Park.
- Basin F - 5100 West. Runoff from the 5100 West Basin flows north along 5100 West and west along 3300 South to the intersection of these streets, where it then leaves the City boundary and flows north along 5100 West. The runoff from this area eventually enters a ditch that is a tributary to the Walker Slough.

Storm Water Detention Basins. Stormwater detention basins are designed to control stormwater's quantity, quality, timing, and distribution before it enters sloughs, rivers, or other channels that provide outfall to the Great Salt Lake. This process is crucial for preventing debris and sediment from entering natural waterways. In addition to improving water quality, this process reduces a storm's impact on the natural waterways and channels by holding and



releasing the stormwater at a slower rate. This helps minimize downstream flooding.

Stormwater detention basins should be landscaped to control erosion, enhance water infiltration, and assist in water quality treatment. In some cases, detention basins landscaped with turf have been incorporated into park spaces, providing an added benefit to the public.

The stormwater basin is designed to detain the required 100-year, 24-hour stormwater and discharge it into an existing channel or collection system at the historical 10-year, 24-hour rate. Some stormwater basins are retention basins, and they retain the stormwater because there is no outlet structure to release it. The water in these basins percolates or evaporates from the basin over time.

Other Storm Drain Components. The other main components of the stormwater system seen above ground are roadside ditches, curb inlets, ditch inlets, channels containing grass, concrete, stone (riprap), and outfalls (pipe openings). The City is responsible for maintaining the public drainage system, structures, and roadside ditches.

Storm Drain Regulations. The Utah Department of Environmental Quality also requires West Haven City to develop, implement, and enforce a Storm Water Management Plan (SWMP) designed to reduce the discharge of pollutants to the maximum extent practicable, protect the water quality, and satisfy the appropriate water quality requirements of the Utah Water Quality Act. The SWMP must include six (6) minimum control measures, which include the following:

- Public Education and Outreach on Stormwater Impacts
- Public Involvement/Participation
- Illicit Discharge Detection and Elimination (IDDE)
- Construction Site Storm Water Runoff Control
- Long-Term Storm Water Management in New Development and Redevelopment (Post-Construction Storm Water Management)
- Pollution Prevention and Good Housekeeping for Municipal Operations

West Haven City Storm Water Fund operates a storm drain utility system that protects property and complies with the regulatory requirements of the State of Utah Department of Environmental Quality to maintain water quality within the natural waterways.

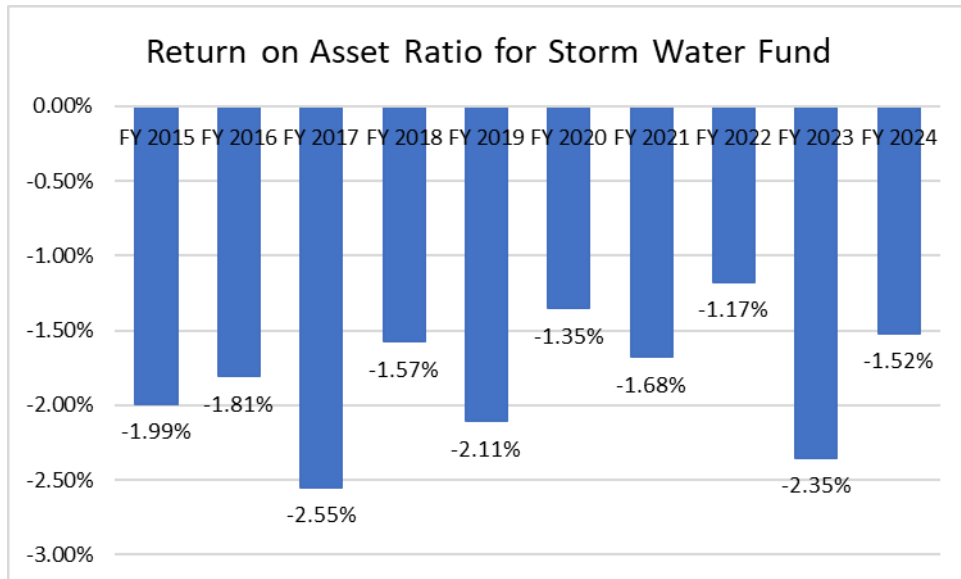
**Analysis of Fund.** An approach to examining the financial health of a business is the Return on Assets Ratio, which is an expression of how much revenue is generated from an enterprise's assets. The Return on Asset Ratio is calculated as follows: Operating Income (Operating Revenues minus Operating Expenses) divided by Net Fixed Assets. Below is a table that shows the actual figures from West Haven's audited financial statements from FY 2017 to FY 2024.

**Storm Water Fund Return on Asset Ratio**

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Net fixed assets</b>	\$5,330,233	\$7,123,661	\$7,234,364	\$7,609,536	\$8,210,502	\$10,874,359	\$12,828,764	\$14,079,239
<b>Net operating income</b>	\$(135,740)	\$(112,185)	\$(152,340)	\$(102,781)	\$(137,676)	\$(127,731)	\$(301,686)	\$(213,579)
<b>Return on Assets</b>	-2.55%	-1.57%	-2.11%	-1.35%	-1.68%	-1.17%	-2.35%	-1.52%

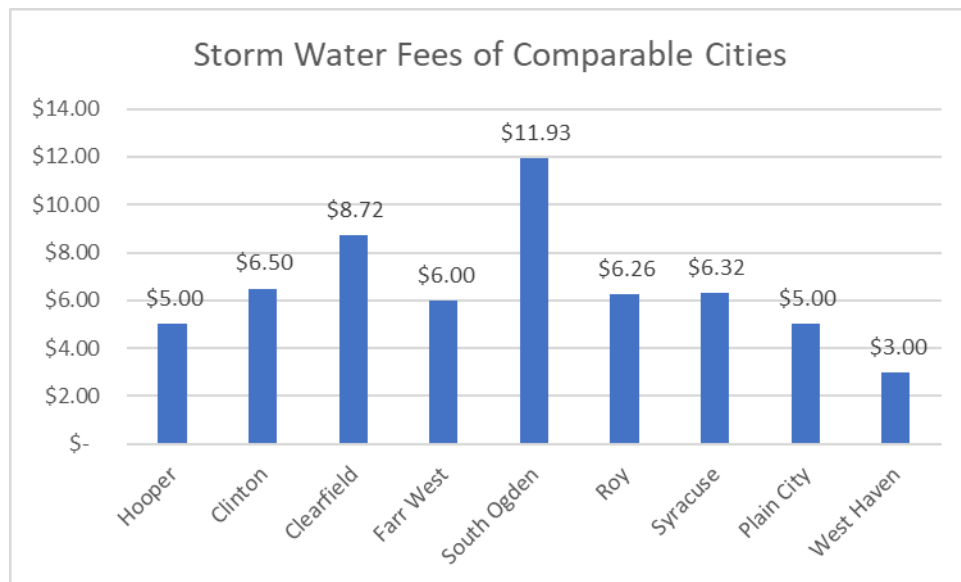
As stated above, the Storm Water Fund is an enterprise fund managed on a fiscal basis, similar to privately owned utilities or other business organizations. The above table shows that this Fund has a negative operating income, which means that operating expenses exceed operating revenues. Consequently, the return on the asset ratio is a negative number. On average, from FY 2015 to FY 2024, the Storm Drain Fund has had a Net Operating Income of -\$145,355 and a -1.81 return on asset ratio. As a target, the Storm Water Fund should have a targeted return on asset ratio of 3%.

The following chart, entitled "Return on Asset Ratio for Storm Water Fund," shows that the Return on Asset Ratio from FY 2015 to FY 2024 has had a negative return on assets.



As described in 51-4461 Administrative Services Cost Share (Transfer to General Fund) there have been several direct expenses attributed to the storm drain operations that have historically been paid by the General Fund. In this way, in the past, the General Fund has subsidized the operations of the Storm Water Utility Fund. The negative operating income (meaning that operating expenses exceed operating revenues) shown in the Return on Asset Ratio for Storm Water Fund chart would be further decreased in operating income and the return on asset ratio if these prior years had included all of the operating expenses that the General Fund had been paying.

Simply put, the Storm Water Fund needs to increase its operating revenues, which means that stormwater utility fees need to increase. In 2024, City staff surveyed eight comparable cities within Weber and Davis Counties and found that, on average, these cities charged a stormwater fee of \$6.97.



In FY 2025, the City engaged LRB Public Finance Advisors, its financial consultant, to complete a comprehensive Storm Drain Utility Fee Study, designed to generate revenues adequate to cover anticipated expenses for the next five years. At the time of writing this memo, the Storm Drain Utility Fee Study is in process but not completed, as further described in 51-3410 Storm Drain Utility Fees.

**Revenue.** There are two primary sources of revenue for the Storm Water Fund: 1) Utility Fees and 2) Impact Fees, as further explained below.

**Charge for Services- Revenue.**

- 51-3410 Storm Drain Utility Fees. The Storm Drain Utility Fee revenue line item represents the monthly charges for services provided to users for stormwater control, providing the primary source of operating revenue. For this reason, the fee for services must be set so that the Fund can meet current operating expenses and build reserves necessary to replace current assets, acquire new assets such as equipment, and fund future construction projects. The Storm Drain does not have variable service fees that fluctuate with usage, so the revenues remain flat.

In FY 2025, the City engaged LRB Public Finance Advisors, the City's financial consultant, to complete a comprehensive Storm Drain Utility Fee Study designed to generate revenues adequate to cover anticipated expenses for the next five years, as explained below.

- Revenue Analysis. Based on the anticipated growth within West Haven City, the Storm Drain Utility Fee Study will analyze and forecast revenues compared to forecast utility expenses for the next five years. The analysis examined revenue sufficiency based on current and projected expenses, cash flow stability, and the creditworthiness of this enterprise fund. While the planning horizon for this rate structure was a five-year planning horizon, a ten-year utility revenue projection will also be included.
- Revenue Expenses. The Storm Drain Utility Fee Study will also analyze and forecast the annual expenditures for a five-year planning horizon to meet all operational needs, capital requirements, and other obligations. More specifically, these expenditures included staffing, operations, and maintenance (O&M) costs, equipment & vehicles (additions & replacements), significant capital projects (including project timing), and the effects of inflation on these expenses. Unfunded O&M needs were also evaluated, including additional staffing needs, contractual increases, and government mandates.

In considering the adoption of new stormwater utility rates, the City believes the new rates need to meet the following objectives.

- Revenue Sufficiency. The rate structure needs to ensure revenue sufficiency to meet operation and maintenance (O&M) obligations, construct necessary infrastructure (repair & replacement and new capital expense), and enhance the overall creditworthiness of the utility funds. Revenue is to be projected for the five-year planning horizon.
- Equity among Users. The rate structure needs to reflect an equitable allocation of the revenue requirements to utility user classes (residential and commercial) according to each class's historical demand characteristics (including both fixed and variable costs).
- Rate Stability. The rate structure needs to be based on sound financial analysis that effectively forecasts annual system revenues and expenses to prevent excessive rate fluctuation that might result from poor financial planning.
- Affordability. The rate structure needs to consider affordability relative to comparable community and industry benchmarks.
- Simplicity of Rates. The rate structure needs to let users understand the calculation method used to determine monthly bills.

As stated above, in FY 2025, the City engaged LRB Public Finance Advisors, its financial consultant, to complete a comprehensive Storm Drain Utility Fee Study. This study is anticipated to be completed in September 2025, following the start of FY 2026. The proposed budget for FY 2026 will be based on the current but inadequate rate of \$3.00 per connection, which is anticipated to generate \$320,000. Budget \$320,000.

Once a new rate is considered, and if adopted, it is anticipated that in the future the City will budget the following ongoing expenses: City will either amend the budget to include adjusted revenue and the following expenses:

- 51-4411 Salaries and Wages (Additional Full-Time Employee). Budget \$104,723 in FY 2027, and thereafter annually.
- 51-4450 Storm Drain Maintenance (Slough Maintenance). Budget \$120,000 annually until delayed maintenance is completed (anticipated to take approximately four to five fiscal years to complete the

delayed maintenance). Thereafter, the City may acquire equipment to help the City maintain these sloughs going forward.

- *51-4461 Administrative Services Cost Share (Transfer to General Fund)*. Budget \$161,000 annually for services provided to the General Fund, which benefit the Storm Water Fund.

- *51-3430 Operating Grants- Local (WACOG Grant Revenue)*. As stated in this memo, the City received WACOG grants for road construction projects, including stormwater improvements within these roadways. The City will allocate the grant revenues attributed to the stormwater improvements into this line item and the expenses to *51-4455 Storm Water Impact Fee Expense*. For FY 2026, the City anticipates receiving WACOG grant revenues as follows:

- \$0.00 in FY 2026

### **Miscellaneous Revenues- Revenue.**

- *51-3610 Interest Earnings*. West Haven City invests the Storm Water Fund's reserves in the State of Utah Public Treasurer Investment Fund (PTIF). The PTIF accrues interest; from FY 2021 to FY 2024, the average interest rate paid by the PTIF was 2.47%. However, from July 2024 through December 2024, the PTIF paid an average interest rate of 5.13%. Using the 4.5% interest rate, the City Treasurer estimated the amount of money attributed to the Storm Water Fund that would be invested in the PTIF and estimated that interest earnings for FY 2026 would be approximately \$70,100. Budget \$70,100.
- *51-3630 Storm Water Impact Fees & 51-3631 Storm Water Impact Fees- Green Farms*. As described in more detail in the Capital Projects Fund, the City assesses impact fees for stormwater as allowed by State law for future capital improvements of these systems. An impact fee is imposed as a condition of issuing a building permit to raise revenue to pay for existing public facilities that have the capacity to serve new growth ("buy-in") or construct new or expand public facilities caused by development and growth. Impact fee amounts are derived by preparing extensive and comprehensive plans and analyses that calculate the development's proportionate share in the form of a fee for public facilities to perpetuate the same level of service.

City staff believe it prudent to estimate growth-related revenue, such as building permits, conservatively due to variables such as interest rates, local economy, and cost of materials and supplies. All revenue estimates associated with building permits are derived from estimating that there will be 116 single-family detached and 134 townhome building permits issued in the CY 2025; these estimated building permits are the average single-family detached and townhome building permits issued in the CYs 2023 and 2024.

Specifically, based on the number of building permits anticipated to be issued in FY 2026, the City estimates collecting a total of \$149,500 in impact fees. Budget \$127,100 in 51-3630 Storm Water Impact Fees. Budget \$22,400 in 51-3631 Storm Water Impact Fees—*Green Farms*.

### **Use of Reserves - Revenue.**

- *51-3999 Use of Reserves*. The Storm Water Fund typically uses its Fund Balance to cover any gaps within the budget between estimated revenues and expenses. If the budgeted reserves are a positive number, then the budget proposes using reserves. If the budgeted reserves are a negative number (for example, -\$100,000), then the budget proposes adding to reserves by reducing revenue. Budget \$#####.

## **Expenses.**

### **Operation & Maintenance – Expenses.**

- *51-4411 Salaries and Wages (Additional Full-Time Employee- FY 2027)*. For the past several fiscal years, Dan Tanner, Code Enforcement Officer, who is fully funded by the General Fund (Fund 10), has conducted field inspections for the Storm Water Management Plan (SWMP) on behalf of the Storm Water Fund (Fund 51). This employee estimates that approximately 50% to 60% of his time is spent performing stormwater inspections and follow-ups. The Utah Department of Environmental Quality recently conducted a stormwater audit of West Haven City's policies and procedures, identifying deficiencies that necessitate further work to improve the operations and regulation of the City's stormwater program. This full-time employee within the Storm Water Fund will help resolve the deficiencies revealed by the audit.

The Storm Drain Utility Fee Study, conducted by LRB Public Finance Advisors, the City's financial consultant, will include analyzing and forecasting annual expenditures to meet all operational needs, capital requirements, and other obligations. The evaluation of annual expenditures included unfunded operational and maintenance needs, such as additional staffing and compliance with government regulations, as identified in the audit findings. As such, the fee calculated by LRB will include revenue sufficient to fund this additional FTE.

It should be noted that Dan Tanner has fulfilled three primary duties: code enforcement, stormwater inspector, and emergency manager. It is the City Manager's assessment that Mr. Tanner is assigned too much work, which prevents him from making significant progress in his role as Emergency Manager. Relieving Mr. Tanner of one of the three duties currently assigned to him will provide more time to make progress as an Emergency Manager. As such, hiring an additional full-time position in the Storm Water Fund will allow Mr. Tanner to better fulfill his other assigned duties.

The total cost of this additional FTE is \$104,723, with the annual salary being \$62,578 and the annual benefits being budgeted at \$42,145. Since employee expenses require ongoing revenue, it is recommended that this expense be implemented in FY 2027 or possibly in FY 2026 once the new storm water fee is implemented and the budget is amended accordingly. Budget \$0.00 in FY 2026.

- 51-4450 Storm Drain Maintenance. Maintenance of the City's stormwater system helps to reduce flood events. Three maintenance activities include catch basin cleaning, jetting pipes, and street sweeping, as described below.

- Curb Inlet Basin Cleaning & Jetting Pipes. Curb inlets or catch basins are small, rectangular inlets located in the pan of the gutter and the curb face. They collect storm water and can become clogged with sediment, leaves, and other debris over time, preventing them from functioning properly and causing flooding.

The City contracts with Twin D to clean a catch basin. Twin D uses a vacuum truck. This specialized vehicle features a large tank and a powerful vacuum system, capable of removing even the toughest debris, including rocks, gravel, and sand.

In addition to cleaning catch basins with a vac truck, selected areas of the stormwater system have the stormwater pipes water jetted twice a year. More specifically, jetting pipes is achieved by using a high-pressure stream of water to quickly and effectively remove sediment and other substances that cause blockages and other problems. Cleaning drain lines with a high-pressure water jet ensures that stormwater pipes are free-flowing and functioning correctly. Budget \$70,000

- Street Sweeping. Street sweeping provides the means for collecting and disposing of sediment and debris from the curb and gutter. The City contracts with Sweeping Utah, which sweeps all the gutters at least twice yearly; some areas require being swept multiple times during the year. Sweeping the streets reduces the amount of debris that can clog a catch basin or prevent debris and sediments from entering the City's stormwater system, eventually emptying into the Great Salt Lake. Budget \$40,000.
- Land Drain Cleaning. The White Rail Subdivision, Kanessville Farms Subdivision, and Wagon Wheel Subdivision were constructed with a land drain system perforated 8" corrugated ADS pipe with manholes every 300 feet for access. The land drain system helps lower groundwater levels and prevents basements from flooding. Tree roots seeking water often find their way into land drain systems, causing blockages. Every six months, the City contracts with Twin D to auger the roots of these land drains within these subdivisions. Budget \$4,000.
- Storm Drain Lift Stations. The City operates two storm drain lift stations; due to elevation differences between the collection boxes of the water and storm drain lines, a lift station is needed to convey the water away from two different locations. One of the lift stations is located at the southeast corner of the intersection of 3500 West and 4000 South and lifts the subsurface water collected by the land drain system east of 3500 and south of 4000 within the City's boundary and discharges it into the storm drain system.

The other lift station is generally located at the intersection of 4000 South and Green Farms Way, specifically on the south side of 4000 South, near the pedestrian trail under 4000 South. The stormwater collection box is at the trail's elevation below 4000 South. Stormwater is lifted from this collection box to the storm drainpipes above 4000 South. This lift station ensures that there is no standing water within the



trail underpass. The lift station at the 3500 West 4000 South intersection has a backup generator, which requires an estimated annual maintenance of about \$1,800. Budget \$1,800.

- **Slough Maintenance.** In most areas of West Haven City, runoff collects in storm drainpipes or roadside ditches and is then conveyed to sloughs (natural drainage channels). These existing sloughs function as drainage channels, eventually providing stormwater outfall to Great Salt Lake.

The city is divided into six drainage basins based primarily on these sloughs or other channels that provide stormwater outfall. Appendix C contains a map of these basins, and a description of these basins is summarized in the preface of the Storm Water Drain Fund section above.

Preserving and maintaining the sloughs for existing and future storm drainage is essential, as replacing the sloughs with a piped storm drainage system capable of conveying the 100-year storm event is unfeasible due to cost and topography.

The sloughs have very little slope in the channels, and over time, sediment is deposited, diminishing the channel's capacity. The City requires maintenance and dredging of the channels to maintain the flow capacity and prevent flooding. Dredging the existing channels increases the flow capacity as settlement builds up, reduces the flow capacity, and removes excess vegetation that prohibits flow capacity.

It is important to note that the City must obtain a permit to perform maintenance on the sloughs. Daren Rasmussen Environmental Scientist- Dam Safety & Stream Alterations with the Utah Department of Natural Resources Division of Water Rights (M: (801) 244-1748 W: 801-538-7377 E: DarenRasmussen@utah.gov) has informed City staff that the City can apply to maintain the sloughs under a State Only Permit which is valid for two years and may be requested to extend to five years with approval. The State of Utah would like one permit per slough.

To qualify for a State Only Permit (no approval from the Army Corps of Engineers, which would be a Joint Permit), the work must be performed using an excavator from the bank and not within the slough channel. All work will be done using a track hoe from the bank of the channel. The other requirement is that excavated material cannot be reintroduced into the flow and should be hauled off or placed far away so as not to flow back into the channel during a rain event. Mr. Rasmussen recommended that the City avoid complications with permitting by submitting the application to haul the excavated materials off-site. The excavated materials could be temporarily placed on the bank and removed with a loader or other equipment.

The City has developed a recurring maintenance plan for the sloughs within the City, including dredging existing channels to maintain capacity, as enumerated below. Budget \$125,000.

	Estimated Costs <sup>1</sup>	Segment Length	Notes
Country Park Wetland Area:			
Pond Maintenance	<u>\$99,390</u>	<u>3,313</u>	First priority
Totals:	\$99,390	3,313	
Hooper Slough Maintenance:			
4700 W to 5100 W	\$89,460	2,982	Area needing maintenance <sup>2</sup>
Green Farms to 3300 S	\$81,000	2,700	Done by County FY 2025
East of 2700 W	<u>\$96,000</u>	<u>3,200</u>	Area needing maintenance <sup>2</sup>
Totals:	\$266,460	8,882	
Howard Slough Maintenance:			
4150 S to 4600 S	\$153,000	5,100	Area needing maintenance <sup>2</sup>
Salt Point to 4000 S	<u>\$51,600</u>	<u>1,720</u>	Area needing maintenance <sup>2</sup>
Totals:	\$204,600	6,820	

Note <sup>1</sup>: The estimated cost is based on \$30.00 per linear foot.

Note <sup>2</sup>: The City desires to allocate \$125,000 annually for maintenance projects. The ability to commence these projects will be based on storm drain fees generating sufficient revenue to pay these maintenance expenses.

- **51-4451 Depreciation Expense.** Consistently including depreciation in a balanced operating budget will provide the cash needed to replenish depleted assets by budgeting income to cover this non-cash expense. Not adequately budgeting for depreciation could eventually have the effect of eroding the organization's net assets. Budget \$370,175.

- 51-4454 Membership Fees. This expense has historically been budgeted in line item 51- 4463 Travel and Training section. However, budgeting this expense in a separate line item seems more appropriate to not skew the travel and training budget. Budget \$3,000.
- 51-4456 Engineering (Storm Drain System Mapping / Evaluation). In the past several years, the City has been making a concerted effort to improve the data on its stormwater system. Funds appropriated in this line item continue the effort to have Gardner Engineering perform GIS mapping updates, including updates to the City's online GIS mapping and survey work. Budget \$25,000.
- 51-4460 Bad Debt. The West Haven Special Sewer District (WHSSD) sends utility bills on behalf of West Haven City for stormwater once a month. Based on historical experience and industry standards, some of these utility bills become delinquent. The WHSSD has made diligent efforts to collect delinquent accounts, which have been sent to a collection company for their continued efforts to collect on these accounts. Writing off delinquent accounts receivable balances as bad debt is critical in accurately reflecting the City's assets in the financial statements. The amounts shown in this line item have been officially designated as bad debt related to stormwater services. Budget \$6,000.
- 51-4462 Professional Services (Storm Water Impact Fee Study). The City Council adopted Ordinance No. 35-2022, approving an impact fee facilities plan (IFFP) and impact fee analysis (IFA) on December 7, 2022, for Storm Water Impact Fees. Since then, the City has completed most stormwater projects for which it has collected impact fees. City staff finds it necessary to evaluate and modify the IFFP and IFA for a new six to 10-year planning horizon. This update of the IFFP and IFA will identify new stormwater projects, their associated cost, and the percentage of these costs that are impact fee eligible. Ultimately, the IFA will calculate the maximum stormwater impact fee the City can adopt.

Some work products that analyze the storm drain utility fee will be used to update the IFFP and IFA. As such, the City anticipates that the process for updating the IFFP and IFA will be more streamlined and require less time than other impact fee updates. The City will use Gardner Engineering to update the IFFP, and LRB will update the IFA. This project is impact fee eligible. Budget \$20,000.

- 51-4466 Utilities (Pump Stations). The City operates two storm drain lift stations due to elevation differences between the collection boxes of the water and storm drain lines; a lift station is needed to convey the water away from two different locations. One of the lift stations is located at the southeast corner of the intersection of 3500 West and 4000 South and lifts the subsurface water collected by the land drain system east of 3500 and south of 4000 within the City's boundary and discharges it into the storm drain system. The other lift station is located at the intersection of 4000 South and Green Farms Way, specifically on the south side of 4000 South at the underpass of the pedestrian trail under 4000 South. A monthly utility bill is associated with operating the pumps and lifting the water to an elevation where it can be discharged through the City's storm drain system. Budget \$1,500.
- 51-4454 Storm Water Impact Fee Expense. West Haven City owns and operates a stormwater utility system that protects property and complies with the State of Utah Department of Environmental Quality rules. To ensure that the City can continue to meet the objectives above, the City has adopted Ordinance No. 35-2022, approving the Impact Fee Facilities Plan that identifies construction projects that are impact fee eligible and are necessary to improve the stormwater system associated with new growth. For FY 2026, these projects include the following:
  - New Storm Water Pipe- 3300 South From 4950 West to 5100 West (New Storm Water Pipe- 3300 South). This stormwater project is a part of the road widening, piping of existing irrigation ditches, and installation of curb, gutter & sidewalk for the 3300 South (between 4700 W and 5100 W) road project, further described in the 13-6080 Roads Impact Fees section of this memo.

The total budget for this new stormwater pipe is \$286,900. As stated in this memo, the City received a WACOG grant for the 3300 & 5100 West South Road project, which will pay 80% of the project's costs, up to \$3,998,000. As it relates more specifically to this \$286,900 stormwater piping project, WACOG will pay up to \$229,520 (80% of the costs), with the City required to pay the remaining amount of \$57,380 (20% of the costs).

Ordinance No. 34-2019, which adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Storm Water, identifies this project (Project No. 18A in the IFA) as being 100% impact fee eligible, with the

proportionate share analysis only allowing 60% of this stormwater piping project costs to be eligible during this stormwater collection period (the current impact fee). The remaining 40% of this stormwater project's costs will be collected in the next impact fee collection period.

Of the \$57,380 likely to be the City's portion of the project, the City will use \$34,900 of impact fees (currently 60% impact fee eligible). The remaining \$23,300 will be paid from the Storm Water Fund reserves.

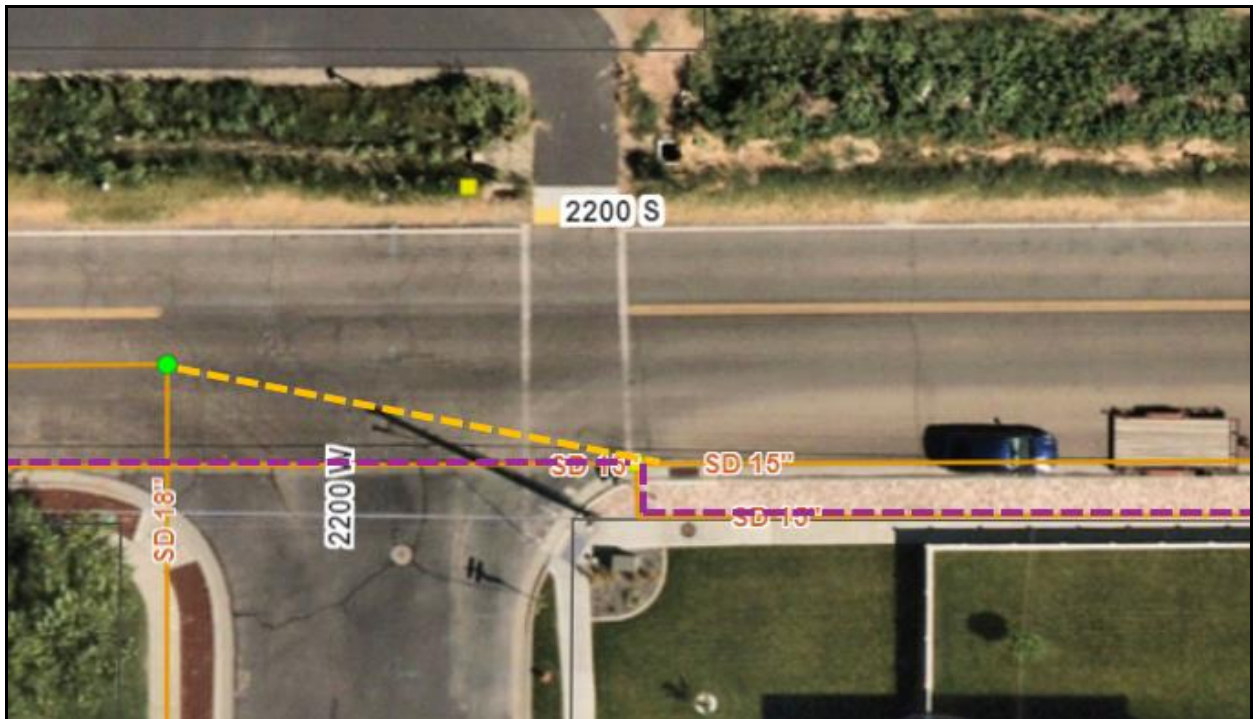
- \$286,900- Total Project Estimated Revenue
  - \$232,800- WACOG Grant (Currently budgeted in 13-3310 Federal/Local Grants for administrative convenience; when financial statements are completed, will need to recognize the contribution of \$220,500 in Fund 51)
  - \$ 34,900- Storm Water Impact Fees (51-3630 Storm Water Impact Fee Expense)
  - \$ 23,300- Reserves (51-3999 Use/Contribution of Fund Balance)
  - \$286,900
- \$286,900- Total Project Estimated Expense

The FY 2026 budget proposes funding of \$286,900 to continue moving this project toward completion.

- 51-4465 Stormwater Projects – Other. Below are three storm water projects that are proposed to be completed in FY 2026.
  - Interconnection of Irrigation and Storm Drain Systems. The irrigation system and storm drain are interconnected at the intersection of 2200 South and 2200 West. The infrastructure construction in this area occurred in the distant past, so how these systems became interconnected is unknown. The mistake likely occurred during the drawing of the construction plans or in the field by the contractor. Regardless of how it happened, the City needs to disconnect these two systems.

Below is an aerial image that shows what the City staff believes is the correct line work of the irrigation and storm drain systems. The corrected line work shows the irrigation lines in a dashed purple line. The City staff believes a new storm drain line of approximately 70 feet and new structures must be constructed between an existing storm drain manhole (shown as a green circle) and the curb inlet.

Additional investigation and engineering will be needed to confirm the correct configuration of the irrigation and storm drain systems and the necessary improvements to disconnect these two systems. Budget \$35,000.



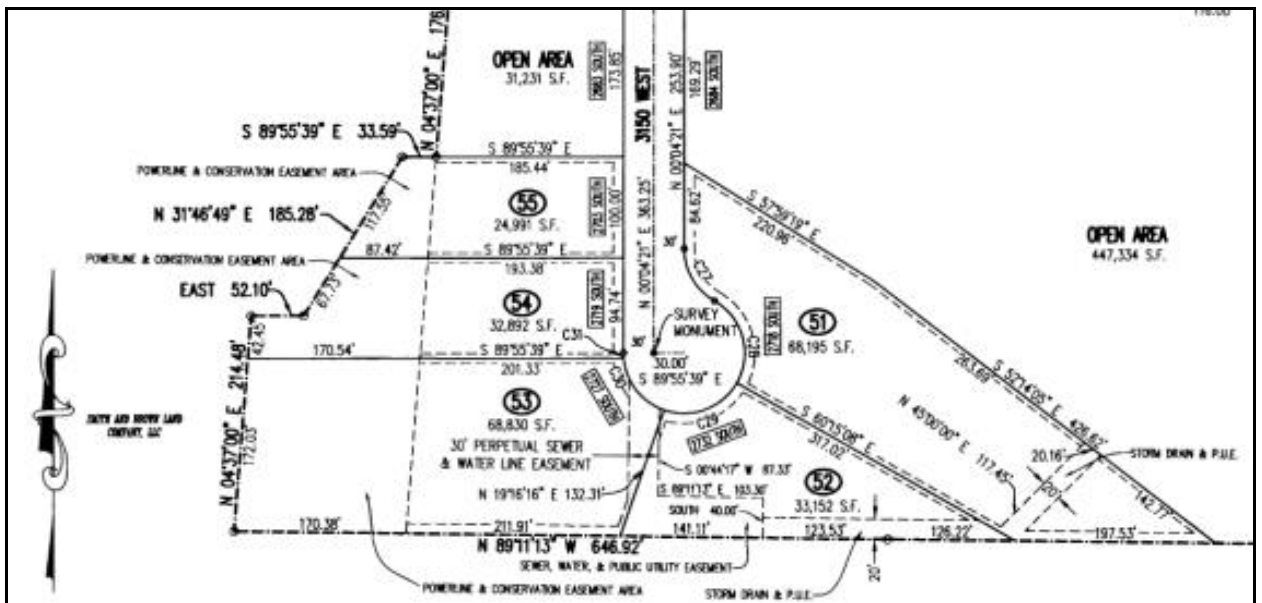
- **Mitigation of Improperly Placed Catch Basin.** The MS4 Program Coordinator for the State of Utah recently audited West Haven's MS4 program. Based on the findings of this audit, there are some necessary changes. One of these changes is to remove a catch basin near where the City stores salt for roads, at the Public Works Complex. The requirement is that catch basins are not closer than 50 feet to salt storage to mitigate salt from entering the storm drain system and ultimately into waterways. As such, the City needs to cap the catch basin (see catch basin within the dashed circle) and regrade the area for drainage. Budget \$25,000.



- **2775 S / Windsor Drain Relocation.** This project proposes relocating approximately 420 feet of existing storm drain pipe located on a resident lot at 2732 S. 3150 W. This storm drain pipe has existed on the property since around 2001. The existing storm drain pipe is outside of the storm drain easement and was damaged by pool installation sometime in 2017–2018. Below is a drawing that shows the dashed red line representing the approximate location of the existing pipe damaged by the pool, and the dashed blue line is the approximate location of the proposed pipe that would outfall into the Buttermilk Slough. The easements are shown on the plat below.

The City was made aware of the issue about four years after the homeowner at 3080 W 2775 S contacted the City. As a result of the damaged storm drain line, the affected property owners' sump pumps run more often than otherwise would be necessary. Budget \$84,000





- 51-4461 Administrative Services Cost Share (Transfer to General Fund). As stated, the Storm Water Fund is an enterprise fund managed similarly to privately owned utilities or other business organizations. As such, if the Storm Drain Fund were a standalone business, it would be responsible for all costs associated with its operation. City staff has identified several direct expenses in the General Fund that benefit the Storm Water Fund's operations, such as utility billing, administrative staff support, accounting and auditing, mowing of stormwater basins, etc.

The FY 2026 budget process calculated the transferring of money from the Storm Water Fund to the General Fund as an inter-fund reimbursement for their share of administrative and operational services performed within the General Fund, which benefits the Storm Water Fund. However, such a transfer will not occur until after the City Council considers increasing the storm water utility rate, which will generate the funds needed to pay for these services.

The City Manager and Finance Director conducted a simple cost allocation to determine the amount of money associated with this transfer based on a percentage of the expenses incurred in the General Fund (using the prior



year's budget), which is roughly proportionate to the services the Storm Water Fund receives. Determining the allocation percentage of expenses can be a complex exercise involving formulas; however, in this iteration of allocating costs, most of the allocation was based on reasoned judgment.

In some cases, a more direct mathematical approach was used, such as estimating the cost of mowing stormwater basins. To estimate the expense of maintaining native vegetation, the unit price of \$80 per acre is used (this was the price per acre that a local municipality paid a contractor to maintain the property), multiplied by the number of acres in native vegetation or manicured grass multiplied by the number of weeks in which the vegetation is maintained during a season (from the beginning of March to the end of October).

The Storm Water Fund transfer was calculated at \$161,000 to the General Fund for services rendered, with the primary expenses being related to administrative staff support and the maintenance of storm drain basins. Once implemented, there will be a corresponding revenue line *10-3415 Administrative Services Storm Water* in the General Fund for which the transfer will be received. An itemized table of the administrative and operational expenses, allocation percentages, prior year budgeted expenses, and total cost that the Storm Water Fund will reimburse the General Fund is available upon request. Budget \$0.00 in FY 2026.

# **Appendix A- Sales Tax Reimbursement.**

Excerpt from Staff Report regarding Resolution No. 44-2024 adopting Public Infrastructure Participation Agreement between Walmart, 4100 Investment LLC, and West Haven City

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**Background on Hunter Drive & Commercial Development.** Walmart has contemplated constructing a store at southwest of the corner of 4000 South and Midland Drive since 2005. In 2006, the City approved a site plan and subdivision showing a Walmart store as the major anchor. A subdivision plat entitled the West Haven Wal-Mart Sub was recorded on January 11, 2007, which created building lots and dedicated Hunter Drive as a public road to the City.

The developers of the Walmart subdivision constructed Hunter Drive, and in 2007, Walmart completed the purchase of one of the lots within the Project Site for their store. Soon thereafter, Walmart allowed its site plan approvals to lapse.

Since Hunter Drive was constructed in 2007, the public road has been unused and has deteriorated to the point of failure. In 2023, Walmart submitted applications for a site plan permit, subdivision plat amendment, and vacation of Hunter Drive to accommodate a development scenario of realigning Hunter Drive and increasing the area of the Walmart-owned parcel to accommodate a larger store.

At present, 4100 Investment LLC ("Company") and Walmart Inc. ("Walmart") own approximately seventy (70) acres of real property ("Project Site"), which is located southwest of the corner of 4000 South and Midland Drive ("Project Site"). The realignment of Hunter Drive will require the cooperation of all parties that own property on the Project Site, which include 4100 Investment LLC, Walmart Inc., and West Haven City (which owns the current alignment of the Hunter Drive right-of-way).

The Company has plans for a mixed-use commercial development (the "Company Project"), which Company Project. Walmart plans to build a large Walmart Store. At full build-out, the Walmart Store and Company Project are projected to generate approximately one hundred ninety million dollars (\$190,000,000) of new gross taxable sales, which the City estimates will generate one million nine hundred dollars (\$1,900,000) of City sales tax revenues annually.

In order to accommodate a larger Walmart Store, the Company, Walmart, and City need to realign and reconstruct Hunter Drive. All of these parties have been working on a public infrastructure participation agreement to reimburse the Company and Walmart \$2.00 million (two million dollars) for a portion of the approximate total \$4.00 million (four million dollars) cost to realign and construct Hunter Drive. The Public Infrastructure Reimbursement will be paid through 50% (fifty percent) of the City's future local option sales tax increment generated from the Development for a period of 8 (eight) years, or until \$2.00 million is reimbursed, whichever occurs first.

The Company and Walmart have presented to the City and its consultant sufficient information, showing justification for all Parties' participation in the realignment and construction of Hunter Drive, which has an estimated cost after completion in excess of approximately four million dollars (\$4,000,000).

**Public Infrastructure Reimbursement Payments.** Subject to the Company and Walmart fulfilling the Walmart and Company Joint Commitments and Walmart Specific Commitments described below, the City shall reimburse Walmart for the Hunter Drive Costs, not to exceed the total amount of two million dollars (\$2,000,000) ("Public Infrastructure Reimbursement Payment"). The Public Infrastructure Reimbursement Payment shall be paid by the City to Walmart from fifty percent (50%) of the City's local option sales tax generated from the Project Site.

The City shall make the first Public Infrastructure Reimbursement Payment within thirty (30) days after the City receives twelve (12) consecutive months of local option sales tax receipts from the Project Site (i.e., after Walmart has received their CO and has generated gross taxable sales from the Project Site for twelve (12) months). Subsequent installments of the Public Infrastructure Reimbursement Payments on the generated gross taxable sales from the Project Site for the twelve (12) months will be paid within thirty (30) days after the anniversary date of the first Public Infrastructure Reimbursement Payment to Walmart.

Fifty percent (50%) of the City's local option sales tax generated from the Project Site shall be paid towards the satisfaction of the Public Infrastructure Reimbursement Payments, until the earlier of:

- a. a period of eight (8) years from the date the City makes the first payment, or
- b. until such amount is paid in full.

**Walmart and Company Joint Commitments.** As a condition of the City making Public Infrastructure Reimbursement Payment, Walmart and the Company agree to do each of the following (hereinafter “Company and Walmart Joint Commitments”):

- a. Walmart and the Company shall construct Hunter Drive in the new alignment and shall submit documentation summarizing all costs and expenses incurred by them arising out of the Hunter Drive Reconstruction (“Hunter Drive Costs”);
- b. Subject to the terms and conditions of the Public Infrastructure Participation Agreement, Walmart and the Company are solely responsible and shall pay all of the Hunter Drive Costs;
- c. Following the Hunter Drive reconstruction, Walmart and the Company shall dedicate the newly aligned Hunter Drive as a public road to the City (unless Hunter Drive has already been dedicated upon a previous replat of the Project Site).

**Walmart Specific Commitments.**

- a. Walmart shall receive a Certificate of Occupancy (“CO”) for a Walmart Supercenter building of at least 170,000 square feet by December 31, 2027.

**Company Specific Commitments.**

- a. The Company shall construct at least twenty thousand (20,000) square feet of additional commercial space, with the intended tenants to be sales tax generators, by December 31, 2032, or five (5) years after Walmart receives CO, whichever comes first; and
- b. The Company redevelops Parcels 080510041 and 080510163 within ten (10) years after Walmart receives CO. The Company’s removal of existing residential dwellings and storage shed on the parcels is considered to be a “redevelopment activity”.

## **Appendix B- Road Projects FY 2026 & FY 2027.**

- *Road Reconstruction.* Although the City has maintained a proactive and comprehensive annual street maintenance program since its inception, some of its roads are approaching the end of their lifespan. These roads have deteriorated to the point that their surfaces are developing physical defects that affect their use, and continued routine maintenance has diminishing returns.

When roads have deteriorated to the point that routine maintenance has diminishing returns the road needs to be reconstructed, including, but not necessarily all, milling, subsurface or “base” repair, and re-paving, in some cases, incidental stormwater improvements or projects may also be required, which will help preserve the road's pavement and substructure in the future.

Based on present considerations and conditions of the road, the projects listed below are budgeted for some form of road reconstruction in FY 2027. However, the City Council has the discretion to accelerate, delay, or combine some or all of them for a single year or more.



4200 South 3900 West- No cross slope or crown, which results in hazardous ponding at times and ponding in the crosswalk.



Kanesville Meadows Subdivision- 4450 West, 4300 West, 4200 West, 3850 South, & 3925 South

2025-2026		
BUDGET ITEMS		TOTAL
Chip Seal	Estimate	\$ 207,560.72
Overlay / Reconstruct		\$ -
Crack Seal	\$236,752.98 (with other city's portion taken out)	\$ 248,291.22
Asphalt Surface Treatment / Slurry	Estimate	\$ 177,296.21
	<b>TOTAL COMBINED</b>	<b>\$633,148</b>
2026-2027		
BUDGET ITEMS		TOTAL
Chip Seal	Estimate	\$ 363,015.24
Overlay / Reconstruct	Estimate	\$ 1,548,571.84
Crack Seal		\$ -
Asphalt Surface Treatment / Slurry	Estimate	\$ 180,768.16
	<b>TOTAL COMBINED</b>	<b>\$2,092,355</b>



CHIP SEAL	ASPHALT			LOCATION DESCRIPTION	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT BID PRICE	AMOUNT			
2025-2026	LENGTH		WIDTH FEET									
	MILEAGE	FEET										
Section 1												
2000 S (Rd N of 21st)	0.19	997	31.00	Wilson Ln to end of road	Type A Chip	3,434	SY	\$4.94	\$16,950.77			
Century Ln	0.14	760	22.00	2700 W	Type A Chip	1,858	SY	\$4.94	\$9,169.99			
Wilson Ln	0.25	1328	50.00	Wilson Ln Rd to Shady Brook Ln	Type A Chip	7,378	SY	\$4.94	\$36,416.71			
4300 S	0.54	2869	27.00	3900 W to 3500 W	Type A Chip	8,607	SY	\$4.94	\$42,484.15			
4300 W	0.81	4300	32.00	City Boundary to 4000 S	Type A Chip	15,289	SY	\$4.94	\$75,465.96			
Total	1.94	10254										
					SUB TOTAL		36,565.56	SY		\$180,487.58		
					CONTINGENCY 15%							\$27,073.14
					TOTAL COMBINED							\$207,560.72

COST ESTIMATE FOR 2025/2026 CRACK SEAL PROJECT  
DATE: 2025-2026  
FOR: WEST HAVEN CITY

ITEM	ASPHALT			LOCATION DESCRIPTION		ITEM DESCRIPTION	QUANTITY ROAD SURF.	UNIT	low bid	2024	1.01	
	AREA SF	LENGTH FEET	WIDTH FEET						per sy estimate		\$	
											1.21	\$/sy (20% more)
Section 1	105,048	2918	36.00	Wilson Lane		CRACK SEAL	11,672.00	SY	\$	1.21		\$14,146.46
Wilson Lane	23,520	588	40.00	1200 W		CRACK SEAL	2,613.33	SY	\$	1.21		\$3,167.36
	39,647	967	41.00	Shady Brook Ln		CRACK SEAL	4,405.22	SY	\$	1.21		\$5,339.13
	74,620	1,820.00	41.00	1100 W		CRACK SEAL	8,291.11	SY	\$	1.21		\$10,048.83
	242,835											
Section 2	92,280	2,307.00	40.00	3300 S		CRACK SEAL	10,253.33	SY	\$	1.21		\$12,427.04
3300 S	92,280											
Section 3	26,816	838.00	32.00	2700 S		CRACK SEAL	2,979.56	SY	\$	1.21		\$3,611.22
Winsor Farms	15,584	487.00	32.00	3250 W		CRACK SEAL	1,731.56	SY	\$	1.21		\$2,098.65
	12,320	385.00	32.00	2625 S		CRACK SEAL	1,368.89	SY	\$	1.21		\$1,659.09
	14,560	455.00	32.00	3300 W		CRACK SEAL	1,617.78	SY	\$	1.21		\$1,960.75
	64,192	2,006.00	32.00	2650 S		CRACK SEAL	7,132.44	SY	\$	1.21		\$8,644.52
	32,736	1,023.00	32.00	2975 W		CRACK SEAL	3,637.33	SY	\$	1.21		\$4,408.45
	22,752	711.00	32.00	2600 S		CRACK SEAL	2,528.00	SY	\$	1.21		\$3,063.94
	12,000	375.00	32.00	3075 W		CRACK SEAL	1,333.33	SY	\$	1.21		\$1,616.00
	39,424	1,232.00	32.00	3150 W		CRACK SEAL	4,380.44	SY	\$	1.21		\$5,309.10
	240,384											
Section 5	20,400	850.00	24.00	2775 S		CRACK SEAL	2,266.67	SY	\$	1.21		\$2,747.20
3000 W 2775 S	23,640	985.00	24.00	3000 W		CRACK SEAL	2,626.67	SY	\$	1.21		\$3,183.52
	44,040											
Section 6	490,688	7,216.00	68.00	3500 W		CRACK SEAL	54,520.89	SY	\$	1.21		\$66,079.32
3500 W	490,688											
Section 7	28,800	900.00	32.00	3800 S		CRACK SEAL	3,200.00	SY	\$	1.21		\$3,878.40
Stone Creek Village Ph3 / 3800 S - 3375 W	17,856	558.00	32.00	3375 W		CRACK SEAL	1,984.00	SY	\$	1.21		\$2,404.61
	9,120	285.00	32.00	3725 S		CRACK SEAL	1,013.33	SY	\$	1.21		\$1,228.16
	8,416	263.00	32.00	3425 W			935.11					
	7,488	234.00	32.00	3775 S			832.00					
	6,464	202.00	32.00	3450 W		CRACK SEAL	718.22	SY	\$	1.21		\$870.49
	78,144											
Section 8	19,565	559.00	35.00	4600 W		CRACK SEAL	2,173.89	SY	\$	1.21		\$2,634.75
3300 S 4600 W	17,344	542.00	32.00	3350 S		CRACK SEAL	1,927.11	SY	\$	1.21		\$2,335.66
	7,744	242.00	32.00	4550 W		CRACK SEAL	860.44	SY	\$	1.21		\$1,042.86
	11,296	353.00	32.00	4525 W		CRACK SEAL	1,255.11	SY	\$	1.21		\$1,521.19
	55,949											
Section 9	171,360	5,355.00	32.00	4825 S		CRACK SEAL	19,040.00	SY	\$	1.21		\$23,076.48
5100 W	171,360											
Section 9	46,970	1,342.00	35.00	4100 W		CRACK SEAL	5,218.89	SY	\$	1.21		\$6,325.29
4100 W - 4450 S	79,520	2,485.00	32.00	4550 S		CRACK SEAL	8,835.56	SY	\$	1.21		\$10,708.69
	76,992	2,406.00	32.00	4450 S		CRACK SEAL	8,554.67	SY	\$	1.21		\$10,368.26
	203,482											
	1,563,213	40,889					138,607.22	SY				\$215,905.41
				CONTINGENCY	15%							\$32,385.81
				TOTAL								\$248,291.22

CHIP SEAL	ASPHALT			LOCATION DESCRIPTION	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT BID PRICE	AMOUNT			
2026-2027	LENGTH		WIDTH FEET									
	MILEAGE	FEET										
Section 1												
Wilson Ln	0.55	2918	36.00	Wilson Ln	Type A Chip	11,672	SY	\$4.94	\$57,612.99			
1200 W	0.11	588	40.00	1200 W	Type A Chip	2,613	SY	\$4.94	\$12,899.41			
Shady Brook Ln	0.18	967	41.00	Shady Brook Ln	Type A Chip	4,405	SY	\$4.94	\$21,744.18			
1100 W	0.34	1820	41.00	1100 W	Type A Chip	8,291	SY	\$4.94	\$40,924.92			
2700 W	0.62	3255	22.00	2700 W	Type A Chip	7,957	SY	\$4.94	\$39,274.11			
3300 S	0.51	2679	32.00	3300 S	Type A Chip	9,525	SY	\$4.94	\$47,017.05			
5100 W	1.04	5481	32.00	5100 W	Type A Chip	19,488	SY	\$4.94	\$96,192.77			
Total	3.35	17708										
					SUB TOTAL		63,951.67	SY		\$315,665.43		
					CONTINGENCY 15%							\$47,349.81
					TOTAL COMBINED							\$363,015.24

Asphalt Surface Treatment / Slurry	ASPHALT				LOCATION DESCRIPTION	ITEM DESCRIPTION	WEST	UNIT	UNIT BID PRICE	AMOUNT
2026-2027	LENGTH		WIDTH FEET	SQUARE FEET			HAVEN			
	MILEAGE	FEET								
Section 1										
RM Meadows / 4500 W - 4600 S	0.60	3182	32	101,824	4500 W / 4425 S	AP4	11,314	SY	\$2.64	\$29,868.37
	0.05	275	32	8,800	4650 S	AP4	978	SY	\$2.64	\$2,581.33
	0.46	2430	32	77,760	4650 W / 4600 S	AP4	8,640	SY	\$2.64	\$22,809.60
	0.10	525	32	16,800	4450 S	AP4	1,867	SY	\$2.64	\$4,928.00
		6412								
Section 2										
Winsor Farms	0.16	838	32	26,816	2700 S	AP4	2,980	SY	\$2.64	\$7,866.03
	0.09	487	32	15,584	3250 W	AP4	1,732	SY	\$2.64	\$4,571.31
	0.07	385	32	12,320	2625 S	AP4	1,369	SY	\$2.64	\$3,613.87
	0.09	455	32	14,560	3300 W	AP4	1,618	SY	\$2.64	\$4,270.93
	0.38	2006	32	64,192	2650 S	AP4	7,132	SY	\$2.64	\$18,829.65
	0.19	1023	32	32,736	2975 W	AP4	3,637	SY	\$2.64	\$9,602.56
	0.13	711	32	22,752	2600 S	AP4	2,528	SY	\$2.64	\$6,673.92
	0.07	375	32	12,000	3075 W	AP4	1,333	SY	\$2.64	\$3,520.00
	0.23	1232	32	39,424	3150 W	AP4	4,380	SY	\$2.64	\$11,564.37
	7512									
Section 3										
3000 W - 2775 S	0.16	850	24	20,400	2775 S	AP4	2,267	SY	\$2.64	\$5,984.00
	0.19	985	24	23,640	3000 W	AP4	2,627	SY	\$2.64	\$6,934.40
		1835								
Section 4										
2325 S / 2500 W	0.26	1368	22	30,096		AP4	3,344	SY	\$2.64	\$8,828.16
	0.14	735	22	16,170		AP4	1,797	SY	\$2.64	\$4,743.20
		2103		-						
	Total FT	3,501				SUB TOTAL	59,542	SY		\$157,189.71
						CONTINGENCY included in price		15%		\$23,578.46
									TOTAL	\$180,768.16



OVERLAY / ROAD PATCHING 2026-2027			
Schedule C - Totals Projects			
Project Name		Total	
4300 W - (4000 S to 4800 S)		\$	298,056.14
4600 S (3500 W and Midland)		\$	251,753.55
Kansville Meadows Roads/Subdivision		\$	998,762.14
TOTAL		\$	1,548,571.84

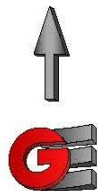
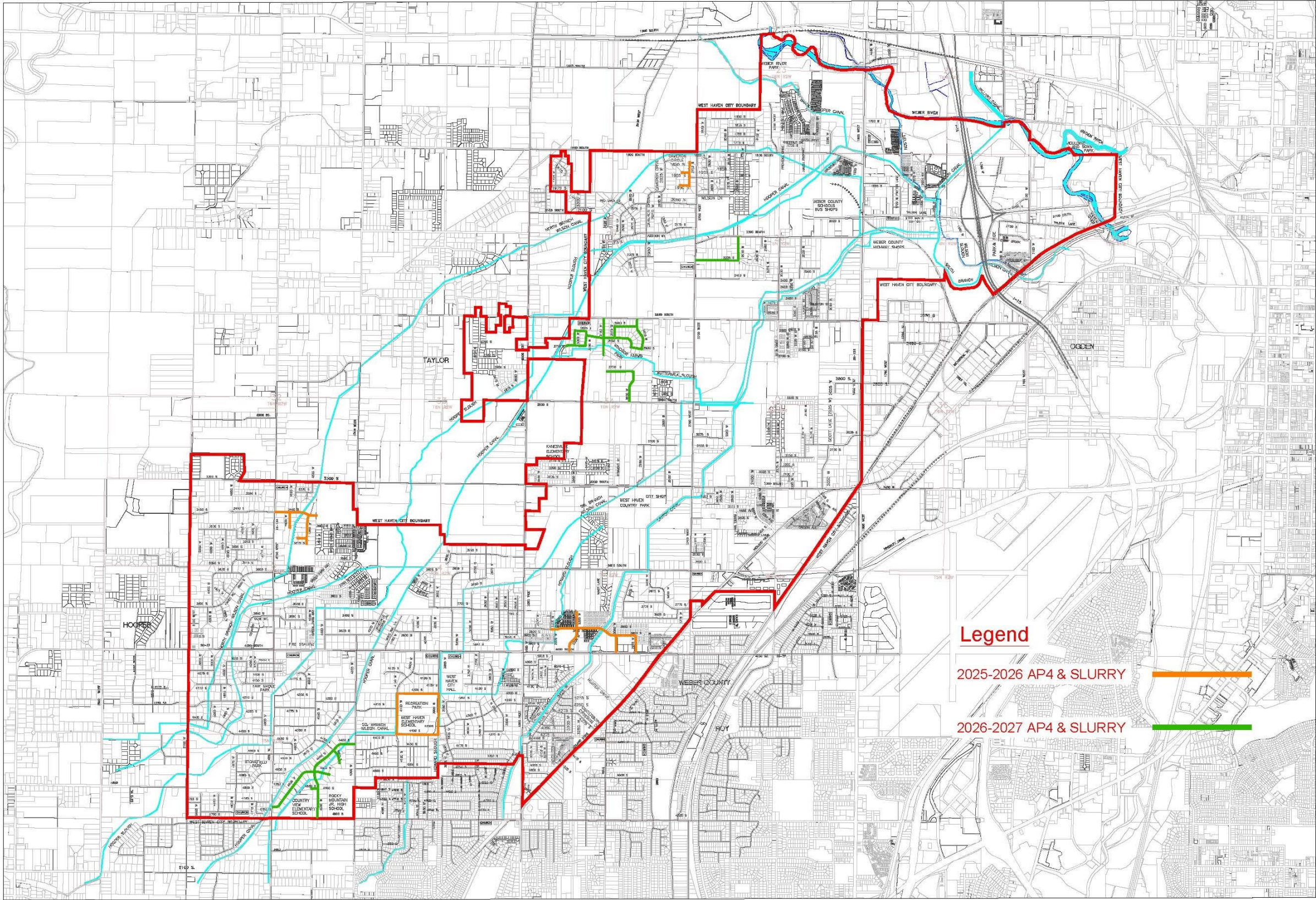
3900 W (From 4200 S to 4000 S)					
Area					
1322	FT LENGTH	TOTAL	50,236	SF	
38	FT WIDE			SF Patches	
#	ITEM	QUAN	UNIT	PRICE	TOTAL
1	3" Asphalt	942	TON	\$ 100.00	\$ 94,192.50
2	Valve/Manhole Riser	7		\$ 500.00	\$ 3,500.00
3	Shoulder restoration	0	LF	\$ 11.00	\$ -
4	Milling	5582	SY	\$ 4.00	\$ 22,327.11
5	Excavation	930	CY	\$ 29.00	\$ 26,978.59
6	Base	1821	TON	\$ 31.00	\$ 56,452.71
7	Subbase	440	TON	\$ 28.00	\$ 12,307.82
8	Fabric	5024	SY	\$ 1.00	\$ 5,023.60
9	Traffic Control	1	LS	\$ 6,623.47	\$ 6,623.47
10	Mob/Demob/SWPPP	1	LS	\$ 11,039.12	\$ 11,039.12
				SUBTOTAL	\$ 238,444.92
				CONTINGENCY 25%	\$ 59,611.23
				BUDGET TOTAL	\$ 298,056.14

4600 S (3500 W and Midland)					
Area					
935	FT LENGTH	TOTAL	42,075	SF	
45	FT WIDE			SF Patches	
#	ITEM	QUAN	UNIT	PRICE	TOTAL
1	3" Asphalt	789	TON	\$ 100.00	\$ 78,890.63
2	Valve/Manhole Riser	9		\$ 500.00	\$ 4,500.00
3	Shoulder restoration	0	LF	\$ 11.00	\$ -
4	Milling	4675	SY	\$ 4.00	\$ 18,700.00
5	Excavation	779	CY	\$ 29.00	\$ 22,595.83
6	Base	1525	TON	\$ 31.00	\$ 47,281.78
7	Subbase	368	TON	\$ 28.00	\$ 10,308.38
8	Fabric	4208	SY	\$ 1.00	\$ 4,207.50
9	Traffic Control	1	LS	\$ 5,594.52	\$ 5,594.52
10	Mob/Demob/SWPPP	1	LS	\$ 9,324.21	\$ 9,324.21
				SUBTOTAL	\$ 201,402.84
				CONTINGENCY 25%	\$ 50,350.71
				BUDGET TOTAL	\$ 251,753.55

Kansville Meadows Roads/Subdivision					
Area					
5833	FT LENGTH	TOTAL	139,992	SF	
24	FT WIDE			SF Patches	
#	ITEM	QUAN	UNIT	PRICE	TOTAL
1	3" Asphalt	2625	TON	\$ 100.00	\$ 262,485.00
2	Valve/Manhole Riser	12		\$ 500.00	\$ 6,000.00
3	Shoulder restoration	11666	LF	\$ 11.00	\$ 128,326.00
4	Milling	15555	SY	\$ 4.00	\$ 62,218.67
5	Excavation	2592	CY	\$ 29.00	\$ 75,180.89
6	Base	5075	TON	\$ 31.00	\$ 157,316.01
7	Subbase	1225	TON	\$ 28.00	\$ 34,298.04
8	Fabric	13999	SY	\$ 1.00	\$ 13,999.20
9	Traffic Control	1	LS	\$ 22,194.71	\$ 22,194.71
10	Mob/Demob/SWPPP	1	LS	\$ 36,991.19	\$ 36,991.19
				SUBTOTAL	\$ 799,009.71
				CONTINGENCY 25%	\$ 199,752.43
				BUDGET TOTAL	\$ 998,762.14



# Road Maintenance Project AP4-Slurry



Revisions		Date: 2/10/25
Date	Description	Scale:
		Designed: RC
		Drafted: LZ
		Checked: RC



WEST HAVEN CITY  
ROAD MAINTENANCE PROJECT  
OVERVIEW  
WEST HAVEN CITY, UTAH



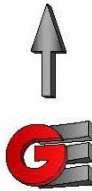
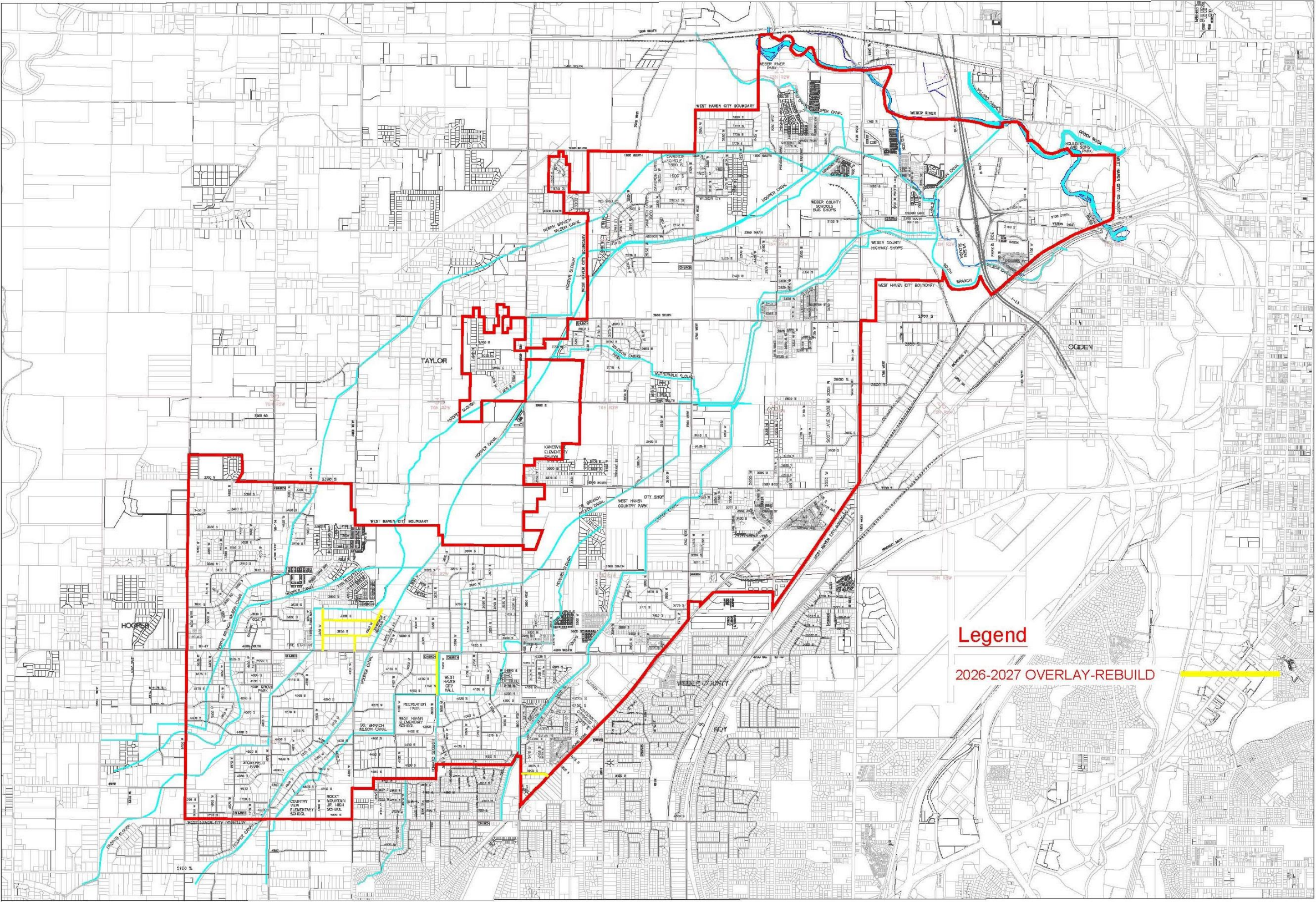
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# Road Maintenance Project Overlay-Rebuild



Revisions		Date: 2/10/25
Date	Description	Scale:
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		Drafted: LZ
		Checked: RC



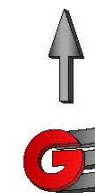
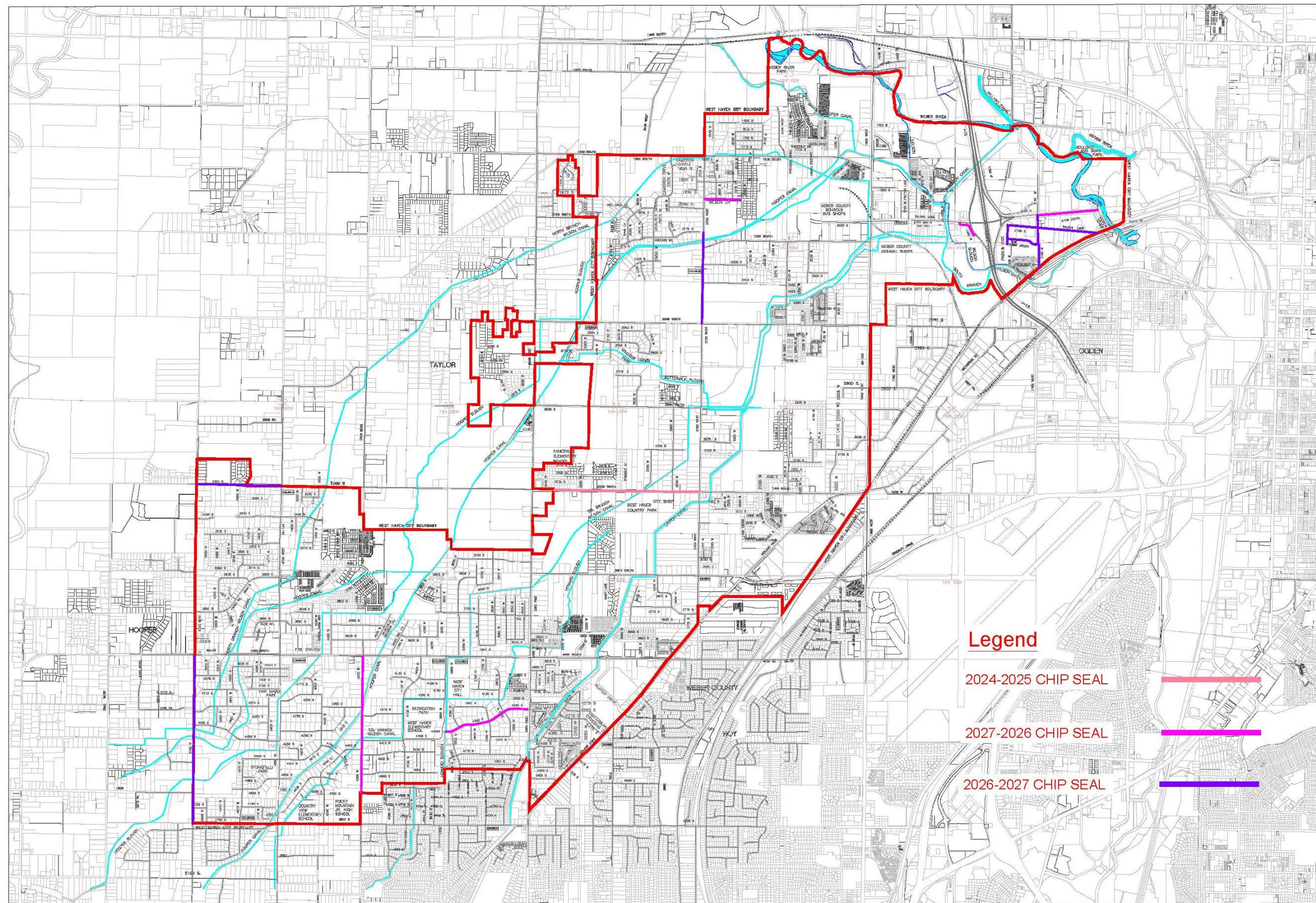
WEST HAVEN CITY
ROAD MAINTENANCE PROJECT
OVERVIEW
WEST HAVEN CITY, UTAH

5150 SOUTH 375 EAST - OGDEN UT, 84405 - 801.476.0202

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# 3 Year Road Maintenance Project Chip Seal



	Date:	2/10/25
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	Designed:	RC
	Drafted:	LZ
	Checked:	RC

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**WEST HAVEN CITY**

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**ROAD MAINTENANCE PROJECT**

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**OVERVIEW**

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**WEST HAVEN CITY, UTAH**

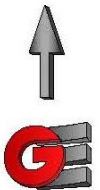
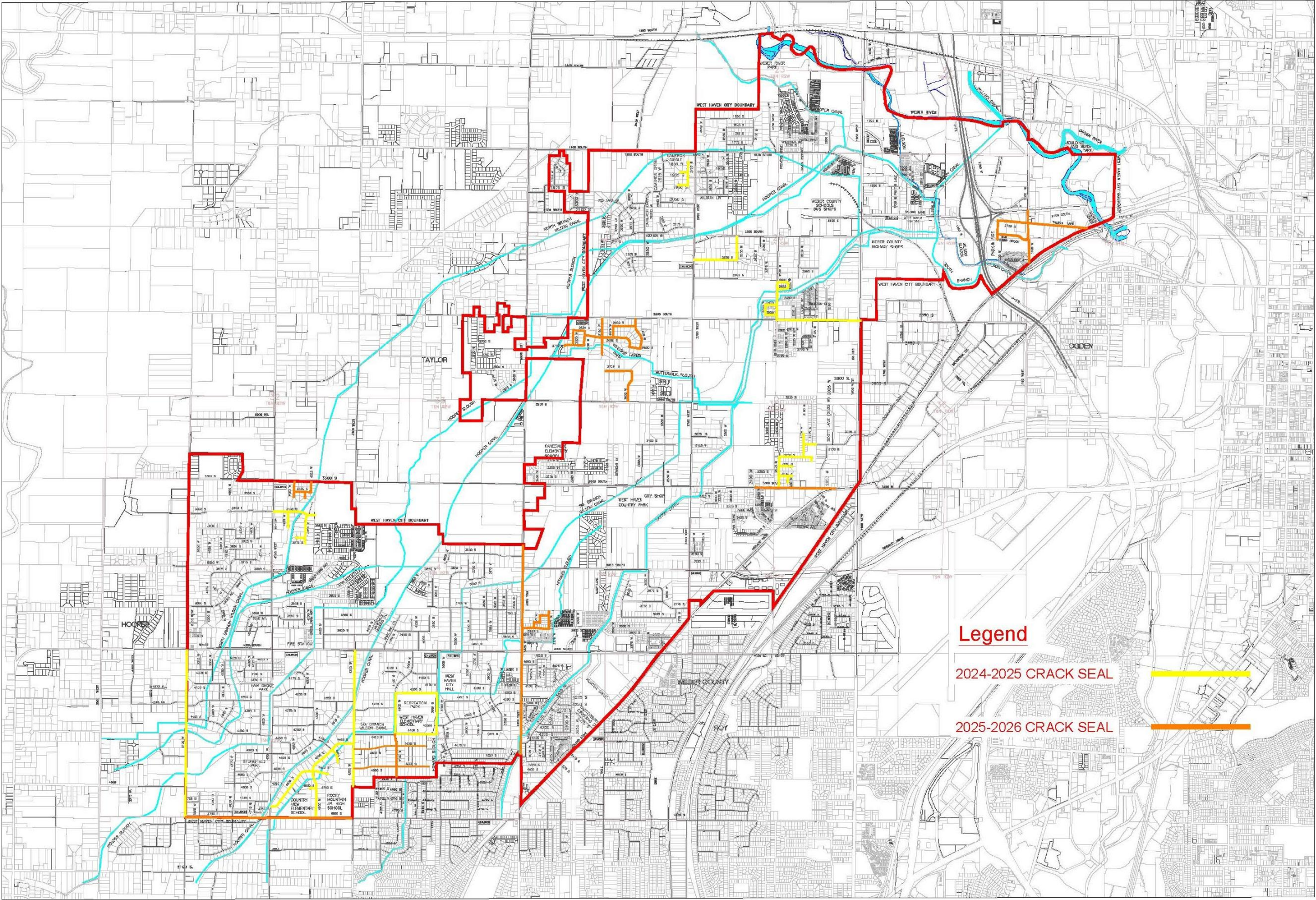


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# Road Maintenance Project Chip Seal



Revisions		Date: 2/10/25
Date	Description	
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	Drafted: LZ	Checked: RC



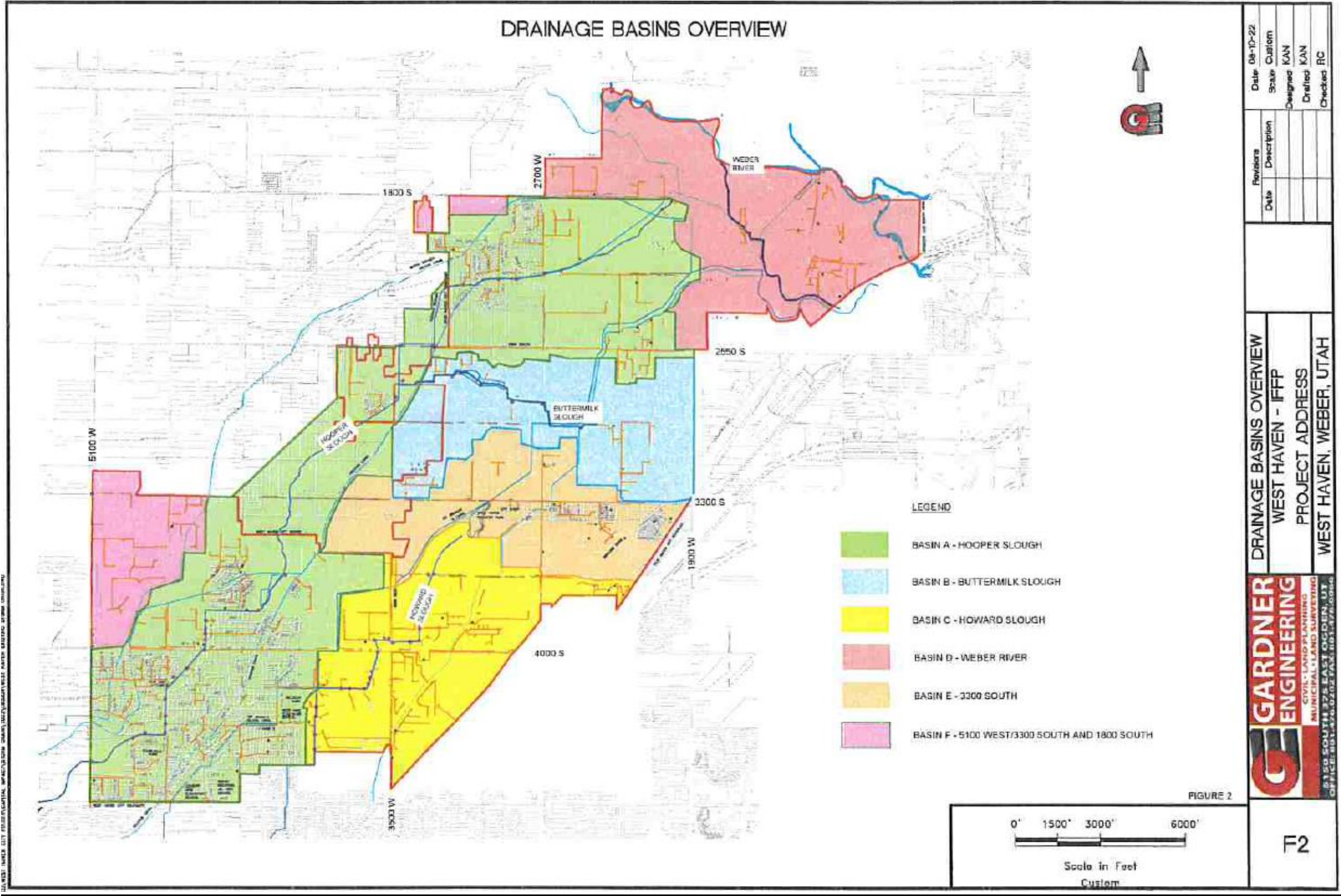
WEST HAVEN CITY	
ROAD MAINTENANCE PROJECT	
OVERVIEW	
WEST HAVEN CITY, UTAH	

5150 SOUTH 375 EAST - OGDEN UT, 84405 - 801.476.0202

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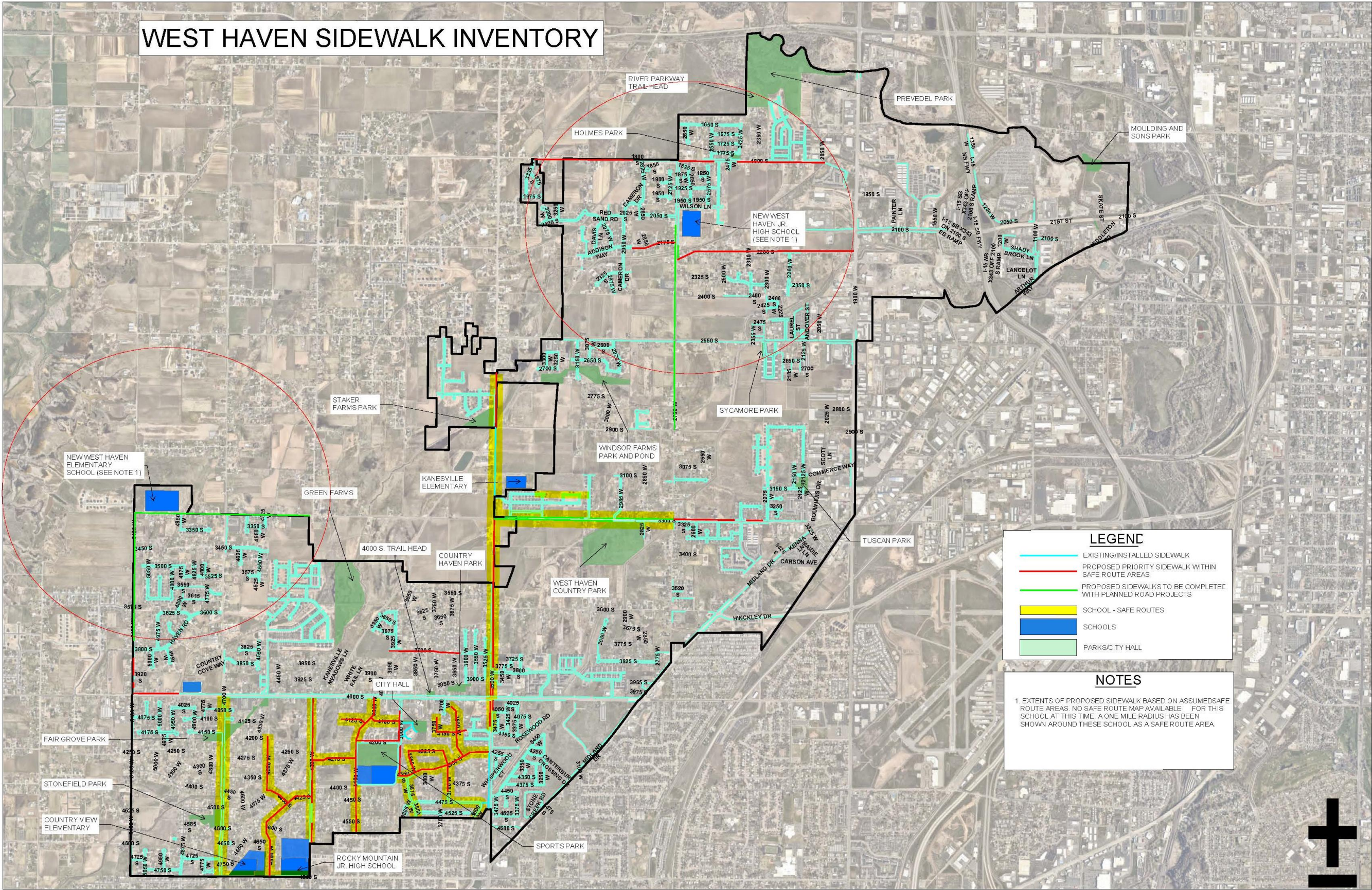


Appendix C- Storm Water Basins.





Appendix D- Sidewalk Projects.





- Temporary Pathway Project around Sidewalk Projects. With the opening of Mountain View Junior High and Haven Bay Elementary School, the City desires to overcome deficiencies and gaps for pedestrians on 2700 West, 1800 South, and 2200 South. These roads are primary routes for students who live within the walking area of Mountain View Junior High School and Kaneshville Elementary. The Engineering Division has identified the construction of a temporary asphalt pathway on 2700 West, 1800 South, and 2200 South to fill in gaps within the sidewalk system or when there are intermittent sections of sidewalks. These asphalt pathways are expensive and temporary, as these pathways will be eliminated and replaced with curbs, gutters, and sidewalks when full right-of-way improvements are constructed at an unknown future date.

The Engineering Department submitted TAP grant applications for these temporary pathways for 2700 West, 1800 South, and 2200 South to the Wasatch Front Regional Council (WFRC). To submit multiple applications to WFRC, the City was required to prioritize these projects, which was done based on the number of students per project area, with data provided by the School District.

The grant applications were submitted on December 12, 2024, and the City has been notified that no grant funds will be awarded for the projects listed below.

- 2700 West Temporary Pathway/Sidewalk (From 2550 South to 3300 South). There is no shoulder for the travel lanes or hard surface path for pedestrians to travel along 2700 West from 3300 South to 2550 South. This project would install a 10-foot asphalt path along the west side of 2700 West from 3300 South to 2550 South. It would serve as a temporary facility for pedestrians until complete right-of-way improvements, including curb, gutter, and sidewalk, were constructed. The asphalt path will be painted, and bicycle markings will indicate that this is a multi-use for pedestrians and bicycles.

This project has been determined to be the first priority of the sidewalk projects based on the number of students within the project area. The School District provided the data for the number of students in this project area in 2024. Specifically, the 2700 West project has an overall student population as follows: Mountain View Junior High =130 students and Kaneshville Elementary =238 students, with a total number of walking/biking students in the project area being Mountain View Junior High = 63 students and Kaneshville Elementary = 95 students.

Adding sidewalks provides a separate and continuous facility for people to walk along 2700 West. This will improve safety by providing separate facilities for pedestrians and vehicles, thus minimizing conflicts with pedestrians walking on the roadway.

The total estimated cost for this project in calendar year 2024 was \$1,643,000.

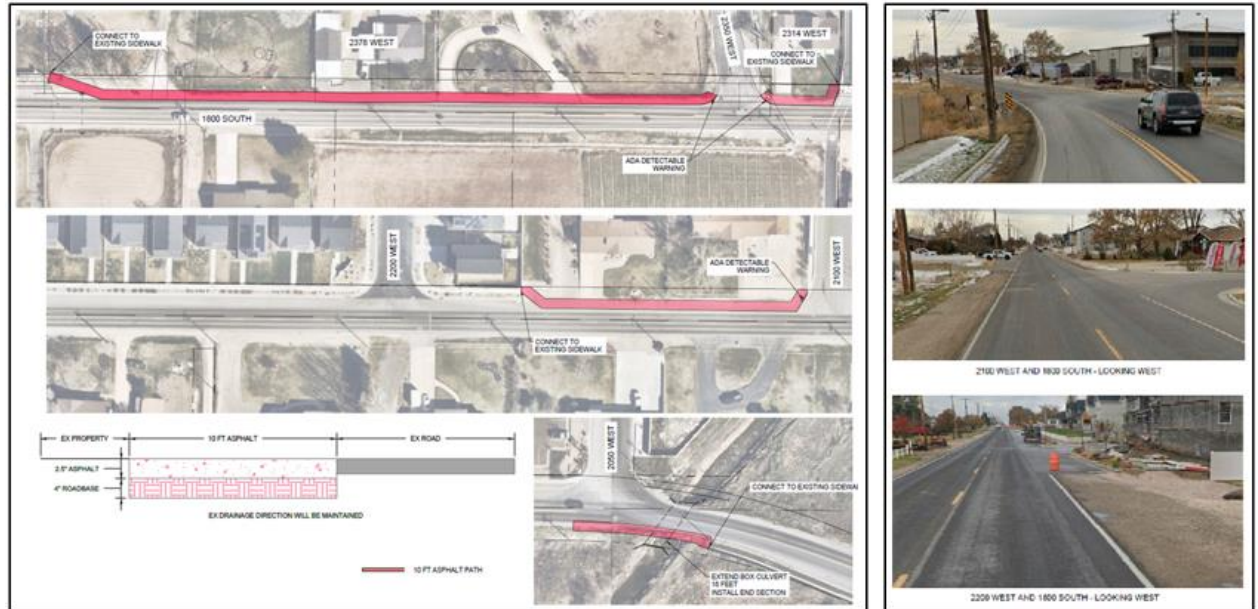


- 1800 South Temporary Pathway/Sidewalk (From 2050 West to 2400 West). There are gaps in the sidewalk and virtually no paved shoulder to provide a safe path on 1800 South. This project would add a 10-foot asphalt path for bicyclists and pedestrians on 1800 South from 2050 West to 2400 West. This asphalt path would serve as a temporary facility for pedestrians until complete right-of-way improvements, including curb, gutter, and sidewalk, were constructed. This project is needed to provide a safe path for

students and pedestrians to walk along 1800 South, provide connectivity to an existing trail, and provide a safe route to Mountain View Junior High School.

This project has been determined to be the second priority of the sidewalk projects based on the number of students per project area. The School District provided the data for the number of students within this project area in the 2024 calendar year. Specifically, the 1800 South project has an overall student population as follows: Mountain View Junior High =58 students, Kanessville Elementary =12 students, and West Weber= 108 students, with a total number of walking/biking students in the project area being Mountain View Junior High = 58 students and West Weber= 0 students.

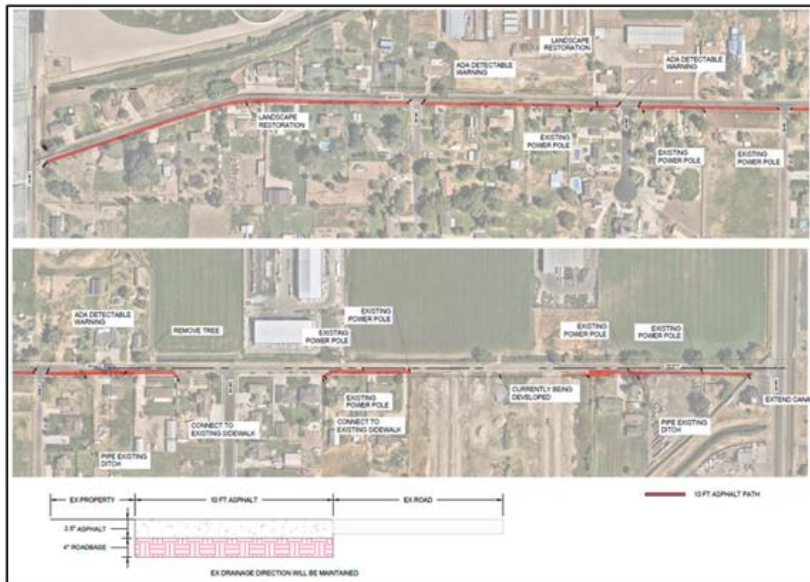
The total estimated cost for this project in the calendar year 2024 was \$1,173,000.



- 2200 South Temporary Pathway/Sidewalk (From 1900 West to 2700 West). Currently, along most of the roadway, there is no sidewalk or hard surface for pedestrians to safely walk along 2200 South. This project will provide a 10-foot asphalt path, providing a safer route for students and pedestrians to stay out of the roadway. This asphalt path would serve as a temporary facility for pedestrians until complete right-of-way improvements, including curb, gutter, and sidewalk, were constructed.

This project has been determined to be the third priority of the sidewalk projects based on the number of students per project area. The School District provided the data for the number of students within this project area in the calendar year 2024. Specifically, the 2200 South project has an overall student population as follows: Mountain View Junior High =39 students and Kanessville Elementary =86 students, with a total number of walking/biking students in the project area being Mountain View Junior High = 39 students and Kanessville= 0 students.

The total estimated cost for this project in calendar year 2024 was \$681,000.





## **Appendix D- Future Parks Projects.**

- Reconstruction of R. Kenneth Baldwin Country Park East Parking Lot- Maintenance. The asphalt of the R. Kenneth Baldwin Country Park (circa 1996) parking lot is nearly 30 years old. The east parking lot comprises approximately 2.33 acres and 265 parking stalls. As shown in the pictures below, the parking lot has visible signs of deterioration and is developing physical defects that will affect its use in the near term. Some of the specific signs of deterioration include “alligatoring” (also known as fatigue cracking or crocodile cracking), which is the cracking in asphalt that resembles the scales of an alligator and is caused by:
  - Aging: The materials in asphalt break down over time.
  - Sun exposure: UV rays from the sun dry out the asphalt's protective coating.
  - Temperature changes: Extreme temperatures cause the asphalt to expand and contract.
  - Heavy loads: Vehicles with heavy loads can cause the pavement to sink.

At this point, routine maintenance has diminishing returns, as the parking lot needs to be reconstructed, including subsurface or “base” repair and re-paving.

The picture below shows water ponding (ice), which is evidence of poor drainage. The City must address drainage issues as part of the parking lot reconstruction. Improving the drainage will help preserve the parking lot's pavement and substructure in the future.

Another issue that needs to be addressed is that the curb and gutter on the south side of the parking lot have settled, and there is an elevation difference of approximately 1”- 2” from the top back of the curb to the top of the sidewalk (see picture below). This elevation difference creates a tripping hazard and must be addressed during the parking lot reconstruction.

During any reconstruction effort, the City should follow any parking lot standard in the City’s Land Use Code, which may include landscape islands.

City staff met with Andersen Asphalt, which has the State of Utah contract to perform the work, and received a budget estimate to reconstruct the parking lot. The anticipated cost is \$398,000. Since this project is a maintenance project, it is not impact fee eligible. Budget \$450,000.





- Stonefield Playground Replacement- FY 2027. The Parks and Recreation Director has created a replacement schedule for playground structures in City Parks to ensure these facilities remain safe and functional. In FY 2027, the schedule has identified the replacement of the Stonefield Park playground set (circa spring of 2007), which is nearly 20 years old in FY 2027. The City should expect for playgrounds to have a lifespan of ten to fifteen years.

Due to the age of the playground equipment, the Parks Department is foreseeing difficulties in locating replacement parts needed, and the playground is showing signs of wear and deterioration. This will enhance residents' experience in the playground area with updated safe equipment. The Parks Department is recommending its replacement for the spring of 2027. The anticipated cost for the replacement with a new playground would be \$150,000



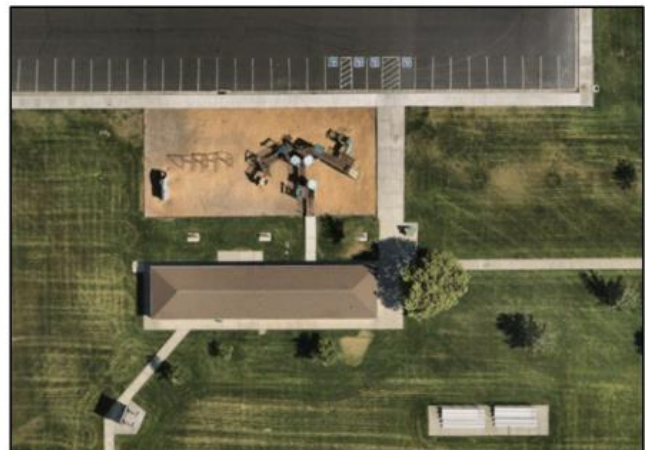
- Stand-Up Trim Mower. With more diverse landscapes arising in the City's Park System and cemetery, the Parks and Recreation Director is specifying the purchase of a stand-up trim mower. This equipment will help the Parks Department as more memorial markers are added to the cemetery, aid in maintaining community center open space, and more native grass areas like the open space areas in Green Farms. This piece of equipment will aid City staff in maintaining smaller open spaces. A stand-up trim mower is anticipated to cost \$15,000.





- **Sports Park Playground Replacement- FY 2028.** The Parks and Recreation Director has created a replacement schedule for playground structures in City Parks to ensure these facilities remain safe and functional. In FY 2028, the schedule has identified the replacement of the Sports Park playground set, which is nearing 18 years (circa 2010). The City should expect playgrounds to last ten to fifteen years.

Due to the age of the playground equipment, the Parks Department is foreseeing difficulties in locating replacement parts needed, and the playground is showing signs of wear and deterioration. This will enhance our residents' experience in the playground area with updated, safe equipment. The Parks Department is recommending its replacement for the spring of 2028. The estimated cost of replacing the playground would be \$300,000.



- **Cemetery & Prevedel Maintenance Building- FY 2029.** As more burials occur in the Cemetery, the maintenance expectations and requirements increase. Additionally, adjacent to the cemetery is Prevedel Park, which comprises 68 acres and requires grounds and facilities maintenance. Storing equipment needed on-site increases effectiveness and efficiency in performing maintenance at the Cemetery and Prevedel Park.

For these reasons, the Parks & Recreation Director and the Sexton seek to construct a three-bay maintenance building of approximately 2,000 to 2,500 square feet to store equipment on-site for maintaining the Cemetery and Prevedel Park. This maintenance building would have public restroom facilities accessible from the exterior.

This new maintenance building would replace the existing shed at the Cemetery. The material bin would be relocated off the hill on the Cemetery's north side so that the Maintenance Building can utilize the entire space on the southeast section where it was initially designed (see pictures below). Power is currently available on-site, with water, sewer, and natural gas, which must be extended from the subdivision to the east.





- *Wetland Master Plan at Country Park- Phase 1 Wetland Delineation.* The Wetlands Area at the Country Park, comprising 15.2 acres or 34% of the park, is currently inaccessible to the public. The Parks Department would like to enhance this portion of the Country Park by creating public access and allowing visitors to safely walk through and view the experience the wetlands. The City recently engaged a Landscape Architect to create a master plan concept for the Country Park, including public access to the wetlands (see photos below).

City staff anticipates that the City would need to delineate the wetlands for the 15.2 acres to create improved access to the wetlands. This would include having a professionally trained individual in wetland delineation evaluate site characteristics, including soil type, vegetation, hydrology, and topography, to determine the presence of wetlands. The site would be divided into zones, which include upland areas, emergent areas, and wetland areas. The City could develop improvements in the upland areas without any restrictions; however, developing improvements in the emergent and wetland areas would include restrictions based on the requirements of a permit issued by the Army Corps of Engineers. City staff believe the wetland delineation and



permit issued by the Army Corps of Engineers have expiration dates. Once the City decides to move forward with the project, it will need to make progress toward completing the project within 5 years after receiving a permit from the Army Corps of Engineers.

This project would need to be completed in phases, with the first phase being wetland delineation and receiving a permit from the Army Corps of Engineers. The second phase would be the design of the improvements, with the third phase being construction. The City will engage its on-call landscape architect to help with this project. The Parks Department believes that many grants could assist with the construction costs of this project. This project would prove to be a great asset to the Country Park. Budget



1. The City shall submit a letter of credit release to the bank in the amount of \$30,000 (thirty thousand dollars) with “West Haven City” shown as the payee. The bank shall then release \$30,000 (thirty thousand dollars) from the Parcel C (Open Space 5) improvement line of credit directly to the City.
2. The City shall spend that \$30,000 (thirty thousand dollars) towards the cost of paving the additional trail segment on the west side of the pond as part of the larger trail paving project.
3. Based on this MOU, Developer will no longer be required to construct a pavilion for the small open space in Parcel C (OS 5).
4. The parties agree that the order of the priority for “add alternate” items, if contingency funding remains at the end of the pond project, to be amended as follows:
  - Trail paving (west side) – any remaining cost after the \$30,000 referenced above is spent.
  - Concrete Sidewalk and surfaces (playground & pavilion)
  - Sod and Sprinklers (playground area)
  - Expansion Parking
  - Drip line valves & lines to bank vegetation
  - Pavilion
  - Play structure
  - Wood fiber safety surfacing
  - Vegetation material around the pond
  - Natural seeding hydro
5. Developer shall reimburse to the City \$650 (six hundred and fifty dollars) for the City paying for the parking lot striping, which was Developer’s obligation.

#### MUTUAL UNDERSTANDING AND ACKNOWLEDGMENTS

1. Both parties understand and agree that this MOU is a memorialization of an agreement between the parties and does not create any future obligations for either party, beyond what is described in this MOU.
2. Both parties agree that all other terms of the MDA and its corresponding Amendments shall remain unchanged.
3. Both parties understand and agree that this MOU does not create any other obligations between the parties.

West Haven City Manager

Date: \_\_\_\_\_

Green Farm Community, LLC

Date: \_\_\_\_\_

**CITY OF WEST HAVEN  
GENERAL FUND**

**FY2026 TENTATIVE BUDGET**

		<b>FY24 ACTUAL</b>	<b>FY25 ESTIMATES</b>	<b>FY26 BUDGET</b>
<b>REVENUES</b>				
<b>TAX</b>				
10-3130	SALES AND USE TAX	5,768,265	6,188,352	6,510,000
10-3140	FRANCHISE TAX	102,124	97,858	96,000
10-3191	TELECOMMUNICATIONS TAX	54,406	54,213	55,000
10-3192	MUNICIPALITY GRANT	16,739	16,739	16,700
10-3193	ROOM TAX	67,545	72,184	72,500
<b>TOTAL TAX</b>		<b>6,009,080</b>	<b>6,429,346</b>	<b>6,750,200</b>
<b>LICENSE AND PERMITS</b>				
10-3200	LICENSES AND PERMITS	-	-	-
10-3210	BUSINESS LICENSES	137,597	125,000	120,000
10-3220	MISCELLANEOUS BUILDING PERMIT FEES	245,730	254,575	123,600
10-3225	MISCELLANEOUS DEVELOPMENT FEES	1,925	58,010	30,000
10-3221	BUILDING PERMITS	732,978	900,481	580,800
<b>TOTAL LICENSE AND PERMITS</b>		<b>1,118,230</b>	<b>1,338,065</b>	<b>854,400</b>
<b>INTERGOVERNMENTAL REVENUES</b>				
10-3335	ARPA FUNDING	1,724,465	-	-
10-3341	UDOT/WASATCH FRONT	-	-	50,000
10-3345	LOCAL GRANTS	-	-	-
10-3347	RAMP GRANTS	17,845	-	18,800
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>		<b>1,742,310</b>	<b>-</b>	<b>68,800</b>
<b>CHARGES FOR SERVICES</b>				
10-3410	ADMINISTRATIVE SERVICES WHSSD	539,266	570,927	611,102
10-3415	ADMINISTRATIVE SERVICES STORM WATER			
10-3471	HERITAGE DAYS	57,956	55,000	55,000
10-3472	PARK RENTAL FEES	7,739	4,905	7,000
10-3473	FALL RODEO	6,125	-	-
10-3474	RECREATION CONCESSIONS AND SAL	717	668	1,300
10-3475	RECREATION FEES	137,588	95,786	140,000
10-3476	DONATIONS	1,610	3,599	1,000
10-3477	RECREATION FEE WAIVERS	-	-	(500)
10-3479	BARN COMMUNITY CENTER RENTAL	-	72,080	86,400
10-3480	COMMUNITY ROOM RENTAL	5,380	8,193	1,250
10-3485	SANITATION SERVICES	738,277	909,900	979,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>1,494,657</b>	<b>1,721,058</b>	<b>1,881,552</b>
<b>MISCELLANEOUS REVENUES</b>				
10-3605	FINES AND FORFEITURES	167,996	162,400	160,000
10-3610	INTEREST EARNINGS	213,343	194,654	140,351
10-3640	SALE OF FIXED ASSETS	11,071	-	-
10-3650	MISCELLANEOUS REVENUES	14,781	43,542	20,000
10-3660	OTHER FINANCING SOURCE	-	-	-
10-3699	USE (CONTRIBUTION) OF FUND BAL	-	607,231	138,848
<b>TOTAL MISCELLANEOUS REVENUES</b>		<b>407,191</b>	<b>1,007,827</b>	<b>459,199</b>
<b>TOTAL FUND REVENUE</b>		<b>10,771,467</b>	<b>10,496,296</b>	<b>10,014,150</b>

**CITY OF WEST HAVEN  
GENERAL FUND**

**FY2026 TENTATIVE BUDGET**

		<b>FY24 ACTUAL</b>	<b>FY25 ESTIMATES</b>	<b>FY26 BUDGET</b>
<b>EXPENSES</b>				
LEGISLATIVE				
10-4111	SALARIES AND WAGES	96,422	100,116	103,000
10-4113	SOCIAL SECURITY	7,500	7,659	7,900
10-4114	EMPLOYEE BENEFITS	16,315	15,933	14,900
10-4115	CITY COUNCIL TRAINING AND TRAV	5,796	7,040	11,500
10-4116	CITY COUNCIL PROJECTS	10,448	12,040	30,300
10-4123	CLOTHING ALLOWANCE	-	-	600
10-4137	ELECTIONS	9,928	-	34,000
10-4143	YOUTH COUNCIL	7,517	8,091	5,000
<b>TOTAL LEGISLATIVE</b>		<b>153,925</b>	<b>150,879</b>	<b>207,200</b>
PUBLIC SAFETY				
10-4210	POLICE DEPARTMENT	1,704,408	1,971,141	2,398,000
10-4211	CROSSING GUARDS	42,466	43,054	54,500
10-4213	CROSSING GUARDS TAXES	3,249	3,294	4,100
10-4241	EMERGENCY MANAGEMENT	1,049	4,600	35,400
10-4253	ANIMAL CONTROL	112,216	118,612	153,600
<b>TOTAL PUBLIC SAFETY</b>		<b>1,863,388</b>	<b>2,140,701</b>	<b>2,645,600</b>
ADMINISTRATIVE				
10-4311	SALARIES AND WAGES	466,202	506,578	520,400
10-4312	SALARIES AND WAGES - RECORDER	-	-	-
10-4313	SOCIAL SECURITY	30,461	38,502	39,000
10-4314	EMPLOYEE BENEFITS	144,934	165,277	172,000
10-4315	SOCIAL SECURITY - RECORDER & O	-	-	-
10-4316	EMPLOYEE BENEFITS - RECORDER &	-	-	-
10-4317	TRAINING/TRAVEL	7,390	6,451	9,100
10-4324	OFFICE SUPPLIES	18,519	20,678	24,000
10-4325	FURNITURE AND FIXTURES	16,842	62,971	-
10-4330	AUDIT	10,000	14,000	10,600
10-4332	ATTORNEY	215,528	196,980	222,000
10-4333	OUTSIDE SERVICES	10,950	-	-
10-4334	ECONOMIC DEVELOPMENT	1,800	15,120	40,500
10-4335	TREASURER	60,000	55,833	64,700
10-4363	TRAINING & TRAVEL	180	-	-
10-4390	EDUCATION - COMMUNITY PROMOTIO	60,230	5,779	13,000
<b>TOTAL ADMINISTRATIVE</b>		<b>1,043,036</b>	<b>1,088,169</b>	<b>1,115,300</b>
PLANNING AND ZONING				
10-4423	CLOTHING ALLOWANCE	312	-	600
10-4465	PLANNING COMMITTEE	41,705	42,127	44,700
10-4466	PLANNING COM. SOCIAL SECURITY	3,191	3,210	3,400
10-4467	TRAINING AND TRAVEL	-	-	1,000
<b>TOTAL PLANNING AND ZONING</b>		<b>45,207</b>	<b>45,337</b>	<b>49,700</b>
PARKS				
10-4511	PARKS SALARIES AND WAGES	257,553	407,034	466,500
10-4512	PARKS SEASONAL WAGES	12,030	11,322	-
10-4513	PARKS SOCIAL SECURITY	20,618	32,016	35,000
10-4514	EMPLOYEE BENEFITS	141,026	153,085	179,600
10-4515	PROFESSIONAL SERVICES	14,000	29,867	85,000
10-4516	TRAINING AND TRAVEL	3,556	4,991	4,650
10-4540	MATERIALS AND SUPPLIES	202,844	147,100	205,500
10-4541	MAINTENANCE	-	57,320	-
10-4542	CEMETERY EXPENSE	-	-	8,350
10-4543	ASPHALT MAINTENANCE PROJECTS	-	-	60,000
10-4575	PARKS- CAPITAL OUTLAY	-	-	-
10-4577	RIVERBANK RESTORATION	-	-	-
10-4579	ENGINEERING	17,318	14,575	17,500
<b>TOTAL PARKS</b>		<b>668,944</b>	<b>857,309</b>	<b>1,062,100</b>



**CITY OF WEST HAVEN  
GENERAL FUND**

**FY2026 TENTATIVE BUDGET**

		<b>FY24 ACTUAL</b>	<b>FY25 ESTIMATES</b>	<b>FY26 BUDGET</b>
<b>PARKS &amp; SPECIAL EVENTS</b>				
10-4620	HEART OF THE HOLIDAYS/LIGHTING	10,418	7,707	12,500
10-4621	WEST HAVEN DAYS	99,083	113,000	113,000
10-4622	FALL RODEO	17,979	-	-
10-4623	ARBOR DAY	4,200	4,725	5,000
10-4625	SENIOR ACTIVITIES	1,917	214	3,000
10-4626	OTHER EVENTS	1,205	-	9,800
10-4627	COMMUNITY COMMITTEES	1,667	-	26,000
10-4664	ARTS COUNCIL	12,459	7,890	48,300
<b>TOTAL PARKS &amp; SPECIAL EVENTS</b>		<b>148,927</b>	<b>133,536</b>	<b>217,600</b>
<b>RECREATION</b>				
10-4711	SALARIES AND WAGES	113,607	164,015	173,100
10-4712	SEASONAL WAGES	52,424	46,407	100,650
10-4713	SOCIAL SECURITY	8,945	12,906	13,000
10-4714	EMPLOYEE BENEFITS	69,113	70,017	77,400
10-4715	OFFICIALS BUDGET	35,284	33,714	57,300
10-4716	PROFESSIONAL SERVICES	-	-	5,000
10-4717	TRAINING AND TRAVEL	4,761	4,212	7,800
10-4718	SEASONAL TAXES	3,973	3,405	7,000
10-4740	MATERIALS AND SUPPLIES	-	-	-
10-4741	CONCESSIONS	-	-	-
10-4742	ADULT VOLLEYBALL	469	283	1,900
10-4743	BASEBALL MATERIALS	38,500	14,371	28,500
10-4744	BASKETBALL	32,397	7,803	30,000
10-4745	FOOTBALL	36,008	12,747	40,000
10-4746	FLAG FOOTBALL	9,491	16,007	13,500
10-4747	OUTDOOR RECREATION	4,337	7,513	8,100
10-4748	WEBSITE	6,866	9,752	11,300
10-4749	HOCKEY	-	-	23,350
10-4770	RAMP & MUNICIPALITY GRANT	14,571	16,700	16,700
<b>TOTAL RECREATION</b>		<b>430,745</b>	<b>419,853</b>	<b>614,600</b>
<b>COMMUNITY DEVELOPMENT</b>				
10-4811	COMMUNITY DEVELOPMENT WAGES	314,281	327,848	502,300
10-4812	COMMUNITY DEVELOPMENT ENGINEER	89,693	39,477	70,000
10-4813	COMMUNITY DEVELOPMENT TAXES	24,023	25,080	37,700
10-4814	COMMUNITY DEVELOPMENT BENEFITS	160,496	144,524	247,800
10-4815	MEMBERSHIPS	278	383	2,000
10-4821	PROFESSIONAL SERVICES	38,706	90,752	185,000
10-4824	SUPPLIES	1,716	960	5,800
10-4863	TRAINING & TRAVEL	8,899	8,220	18,250
<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>638,092</b>	<b>637,244</b>	<b>1,068,850</b>
<b>NONDEPARTMENTAL</b>				
10-5115	MEMBERSHIPS	-	21,881	16,500
10-5135	WORKMENS COMPENSATION FUND	14,199	11,226	25,000
10-5145	TELEPHONE	19,219	38,839	57,300
10-5150	INSURANCE	46,129	59,980	60,500
10-5151	VEHICLE MAINTENANCE	-	48,816	50,000
10-5152	FUEL	-	26,893	30,000
10-5155	COMPUTER EQUIPMENT & SOFTWARE	78,054	71,911	170,000
10-5161	NON-DEPARTMENTAL OTHER	48,245	63,945	70,000
10-5164	BAD DEBT EXPENSE	26,731	17,350	20,000
10-5170	MAINTENANCE	33,783	44,542	-
10-5175	UTILITIES	52,680	55,919	60,000
10-5176	CAPITAL OUTLAY	-	-	-
<b>TOTAL NONDEPARTMENTAL</b>		<b>319,040</b>	<b>461,302</b>	<b>559,300</b>

**CITY OF WEST HAVEN  
GENERAL FUND**

**FY2026 TENTATIVE BUDGET**

	<b>FY24 ACTUAL</b>	<b>FY25 ESTIMATES</b>	<b>FY26 BUDGET</b>
<b>GENERAL GOVERNMENT BUILDINGS</b>			
10-5211 JANITOR WAGES	27,859	32,003	29,800
10-5213 JANITOR TAXES	2,133	2,448	2,400
10-5220 MAINTENANCE	-	-	72,000
10-5225 FURNITURE & FIXTURES	-	-	25,000
10-5230 PROFESSIONAL SERVICES (CLEANING)			22,700
<b>TOTAL GENERAL GOVERNMENT BUILDINGS</b>	<b>29,992</b>	<b>34,451</b>	<b>151,900</b>
<b>PUBLIC WORKS</b>			
10-6011 SALARIES AND WAGES	204,009	248,106	385,400
10-6013 SOCIAL SECURITY	15,597	18,980	29,000
10-6014 EMPLOYEE BENEFITS	93,710	111,213	187,000
10-6030 ENGINEERING	43,358	35,673	40,000
10-6032 EMERGENCY PROJECTS	-	-	10,000
10-6033 SIGNS HARDWARE POSTS	19,717	12,795	27,000
10-6034 MATERIALS AND IMPROVEMENTS	6,048	345	20,000
10-6035 STREET LIGHTING	33,944	41,211	50,000
10-6037 SANITATION SERVICES	767,933	780,000	854,500
10-6038 STREET LIGHTING - INSTALLATION	89,348	25,024	90,000
10-6040 SERVICES	19,123	11,695	18,000
10-6042 TRAINING AND TRAVEL	2,634	3,649	7,000
10-6043 SUPPLIES	15,822	19,073	22,500
10-6050 VEHICLE MAINTENANCE	34,847	-	5,000
10-6051 FUEL	37,642	-	-
10-6052 EQUIPMENT RENTAL	4,458	7,351	10,000
10-6060 CELL PHONES	10,940	-	-
10-6065 DRUG TESTING	35	-	1,500
10-6075 CAPITAL OUTLAY- EQUIPMENT	-	-	-
10-6091 SAFE SIDEWALK	-	-	-
<b>TOTAL PUBLIC WORKS</b>	<b>1,399,166</b>	<b>1,315,114</b>	<b>1,756,900</b>
<b>SEWER</b>			
10-6111 SEWER WAGES AND BENEFITS	253,255	319,611	325,200
10-6113 SEWER TAXES	19,362	24,005	24,400
10-6114 SEWER BENEFITS	149,393	155,667	191,500
<b>TOTAL SEWER</b>	<b>422,010</b>	<b>499,283</b>	<b>541,100</b>
<b>CONTRIBUTION TO OTHER UNITS</b>			
10-6905 CONTRIBUTIONS TO UTOPIA	-	-	-
10-6910 CONTRIBUTION/REIMB FOR HUNTER DRIVE	-	-	-
10-6915 CONTRIBUTIONS TO MISC. UNITS	-	-	4,000
<b>TOTAL CONTRIBUTION TO OTHER UNITS</b>	<b>-</b>	<b>-</b>	<b>4,000</b>
<b>DEBT SERVICE</b>			
10-7110 DEBT SERVICE PRINCIPAL	-	13,000	17,000
10-7120 DEBT SERVICE INTEREST	-	2,500	3,000
<b>TOTAL DEBT SERVICE</b>	<b>-</b>	<b>15,500</b>	<b>20,000</b>
<b>OTHER FUNDS</b>			
10-7250 OTHER	-	-	-
10-7300 TRANSFER TO CAPITAL PROJECTS	3,028,465	2,290,220	-
10-7320 TRANSFER TO OTHER FUNDS	-	-	-
10-7260 CONTRIBUTION TO FUND BALANCE	-	-	-
<b>TOTAL OTHER FUNDS</b>	<b>3,028,465</b>	<b>2,290,220</b>	<b>-</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>10,190,937</b>	<b>10,088,899</b>	<b>10,014,150</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>580,530</b>	<b>407,397</b>	<b>0</b>

**CITY OF WEST HAVEN  
CAPITAL PROJECTS FUND**

**FY2026 TENTATIVE BUDGET**

		<b>FY24 ACTUAL</b>	<b>FY25 ESTIMATES</b>	<b>FY26 BUDGET</b>
<b>REVENUES</b>				
13-3310	FEDERAL/LOCAL GRANTS	2,411,053	1,154,222	5,603,750
13-3335	ARPA FUNDING	105,937	-	-
<b>TOTAL SOURCE 33</b>		<b>2,516,990</b>	<b>1,154,222</b>	<b>5,603,750</b>
<b>RESTRICTED REVENUES</b>				
13-3430	ROAD IMPACT FEES	692,898	1,136,442	451,800
13-3435	ROAD IMPACT FEES - GREEN FARMS	110,620	130,395	79,800
13-3456	CLASS C ROAD ALLOTMENT	1,035,944	1,195,881	1,315,469
13-3457	TRANSPORTATION SALES TAX	550,476	600,884	654,963
13-3470	PARK IMPACT FEES	434,598	436,096	455,400
13-3473	PARK IMPACT FEES - GREEN FARMS	65,538	82,941	80,400
<b>TOTAL RESTRICTED REVENUES</b>		<b>2,890,074</b>	<b>3,582,638</b>	<b>3,037,832</b>
<b>MISCELLANEOUS REVENUES</b>				
13-3610	INTEREST EARNINGS	1,170,961	1,033,737	935,671
13-3620	DEV CONTRIBUTIONS-FEE IN LIEU	57,579	49,067	-
13-3625	OTHER FINANCING SOURCE	-	-	105,000
13-3640	SALE OF FIXED ASSETS	-	50,000	-
<b>TOTAL MISCELLANEOUS REVENUES</b>		<b>1,228,540</b>	<b>1,132,804</b>	<b>1,040,671</b>
<b>FUND BALANCE AND TRANSFER</b>				
13-3910	GENERAL FUND TRANSFER	3,028,465	781,562	-
13-3999	USE (CONTRIBUTION) OF FUND BALANC	-	863,331	2,640,553
<b>TOTAL FUND BALANCE AND TRANSFER</b>		<b>3,028,465</b>	<b>1,644,893</b>	<b>2,640,553</b>
<b>TOTAL FUND REVENUE</b>		<b>9,664,068</b>	<b>7,514,557</b>	<b>12,322,806</b>
<b>EXPENSES</b>				
<b>PARKS CAPITAL PROJECTS</b>				
13-4515	PARKS CP - EQUIPMENT	124,506	267,000	192,144
13-4530	PARKS CP - IMPACT FEES	3,639,670	772,000	1,909,500
13-4531	PARKS CP - ARPA	-	-	-
13-4532	PARKS CP - GF IMPACT FEES	1,075,090	160,000	241,000
13-4533	PARKS CP - UNRESTRICTED	-	-	127,600
13-4534	PARKS CP - GRANTS	-	-	174,000
13-4535	PARKS CAPITAL OUTLAY	212,942	636,750	-
13-4550	PARKS - OTHER	-	-	-
<b>TOTAL PARKS</b>		<b>5,052,207</b>	<b>1,835,750</b>	<b>2,644,244</b>
<b>NONDEPARTMENTAL CAPITAL PROJECTS</b>				
13-5033	NONDEPT CP - UNRESTRICTED	-	-	81,600
13-5034	NONDEPT CP - GRANTS	-	-	-
13-5015	NONDEPT CP - EQUIPMENT	-	-	116,500
<b>TOTAL PARKS</b>		<b>-</b>	<b>-</b>	<b>198,100</b>
<b>ROADS CAPITAL PROJECTS</b>				
13-6080	ROADS CP - IMPACT FEES	952,668	28,414	295,000
13-6082	ROADS CP - GF IMPACT FEES	466	-	-
13-6086	ROADS CP - TRANSPORTATION TAX	-	-	438,712
13-6087	ROADS CP - UNRESTRICTED	-	-	2,545,000
13-6088	ROADS CP - GRANTS	-	-	5,429,750
13-6085	ROADS - OTHER	-	2,504,610	-
13-6081	ROAD IMPACT FEES - 3300 S	2,302,184	55,326	-
13-6083	2700 W ROAD PROJECT	706,346	1,453,200	-
<b>TOTAL ROADS</b>		<b>3,961,665</b>	<b>4,041,551</b>	<b>8,708,462</b>
<b>CLASS C ROADS</b>				
13-6255	CRACKSEAL	175,424	3,894	249,000
13-6260	Asphalt Surface Treatment (SLURRY SEA	258,955	216,656	180,000
13-6265	ROAD STRIPING	45,095	64,197	60,000
13-6270	SALT	23,777	13,067	50,000
13-6275	CHIP SEAL	58,912	2,739	208,000
13-6280	ASHPALT PATCH & OVERLAY	14,954	299,348	10,000
<b>TOTAL CLASS C ROADS</b>		<b>577,117</b>	<b>599,902</b>	<b>757,000</b>

CITY OF WEST HAVEN  
CAPITAL PROJECTS FUND

FY2026 TENTATIVE BUDGET

	FY24 ACTUAL	FY25 ESTIMATES	FY26 BUDGET
OTHER RESTRICTED			
13-6310      TRANSPORTATION SALES TAX	110,101	1,037,355	-
13-6315      GRANT EXPENDITURES - ARPA	105,937	-	-
<b>TOTAL OTHER RESTRICTED</b>	<b>216,038</b>	<b>1,037,355</b>	<b>-</b>
DEBT SERVICE			
13-7110      DEBT SERVICE PRINCIPAL	-	-	15,000
13-7120      DEBT SERVICE INTEREST	-	-	-
<b>TOTAL OTHER RESTRICTED</b>	<b>-</b>	<b>-</b>	<b>15,000</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>9,807,027</b>	<b>7,514,557</b>	<b>12,322,806</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>(142,958)</b>	<b>(0)</b>	<b>(0)</b>



**CITY OF WEST HAVEN**  
**STORM WATER FUND**

**FY2026 TENTATIVE BUDGET**

**OPERATING REVENUES**

CHARGES FOR SERVICES

51-3410	STORM DRAIN UTILITY FEES	304,792	321,209	320,000
51-3420	STORM WATER INSPECTION FEE	4,400	1,200	1,200
51-3430	GRANT REVENUE	-	-	-
<b>TOTAL OPERATING REVENUES</b>		<b>309,192</b>	<b>322,409</b>	<b>321,200</b>

**OPERATING EXPENSES**

OPERATION AND MAINTENANCE

51-4411	SALARIES AND WAGES	66,857	79,195	86,000
51-4413	SOCIAL SECURITY	5,106	6,058	6,500
51-4414	EMPLOYEE BENEFITS	37,798	37,284	43,000
51-4415	PENSION EXPENSE	(4,621)	-	-
51-4450	STORM DRAIN MAINTENANCE	84,072	51,956	247,800
51-4451	DEPRECIATION EXPENSE	305,930	336,523	370,175
51-4454	MEMBERSHIPS	-	-	3,000
51-4456	ENGINEERING	644	12,781	25,000
51-4460	BAD DEBT EXPENSE	8,626	5,325	6,000
51-4461	ADMIN SERVICES COST SHARE	-	-	-
51-4462	PROFESSIONAL SERVICES	-	-	20,000
51-4463	TRAINING & TRAVEL	895	1,249	3,000
51-4464	SUPPLIES	110	-	2,500
51-4465	STORM WATER PROJECTS - OTHER	-	254,800	144,000
		<b>505,416</b>	<b>785,171</b>	<b>958,475</b>

STORM WATER CAPITAL PROJECTS

51-4510	STORM CP - UNRESTRICTED	-	-	-
51-4511	STORM - OTHER	-	-	-
		<b>821,620</b>	<b>-</b>	<b>-</b>

**TOTAL OPERATING EXPENSES**

**1,832,451      785,171      958,475**

**NET OPERATING INCOME (LOSS)**

**(1,523,260)      (462,763)      (637,275)**

**NONOPERATING REVENUES**

MISCELLANEOUS REVENUES

51-3610	INTEREST EARNINGS	97,230	70,407	70,175
51-3630	STORM WATER IMPACT FEES	146,739	209,310	127,100
51-3631	STORM WATER IMPACT FEES - GF	9,181	11,944	22,400
51-3650	CONTRIBUTED REVENUES	1,556,405	-	-
51-3660	TRANSFER FROM OTHER FUNDS	-	-	-
51-3670	GRANT REVENUE	-	910,284	-
51-3999	USE (CONTRIBUTION) OF FUND BAL	-	455,203	704,500
<b>TOTAL NONOPERATING REVENUES</b>		<b>1,809,555</b>	<b>1,657,147</b>	<b>924,175</b>

**NONOPERATING EXPENSES**

STORM WATER CAPITAL PROJECTS

51-5010	STORM CP - IMPACT FEES	-	-	286,900
51-5011	STORM CP - GF IMPACT FEES	-	-	-
51-5013	STORM CP - GRANTS	-	-	-
51-4455	STORM WATER IMPACT FEES EXPENS	17,355	284,100	-
51-4457	STORM WATER PROJECTS - CAPITAL	-	910,284	-
<b>TOTAL NONOPERATING EXPENSES</b>		<b>17,355</b>	<b>1,194,384</b>	<b>286,900</b>

**NET NONOPERATING INCOME (LOSS)**

**1,792,200      462,763      637,275**

**TOTAL CHANGE IN NET POSITION**

**268,940      0      0**