



WEST HAVEN CITY COUNCIL AGENDA

June 18, 2025 6:00 P.M.

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

NOTICE IS HEREBY GIVEN THAT ON **June 18, 2025** THE COUNCIL OF WEST HAVEN CITY WILL HOLD THE FOLLOWING PUBLIC MEETINGS: **5:00 PM**: COUNCIL WORK SESSION AND **6:00 PM**: REGULAR WEDNESDAY CITY COUNCIL MEETING. JOIN US DIGITALLY FOR THE WORK SESSION AND 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).

5:00 Work Session – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY CITY COUNCIL MEETING AGENDA ITEMS DISCUSSED DURING PRE-COUNCIL WORKSHOP - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: **MAYOR VANDERWOOD**

REPORTS AND DISCUSSION AS FOLLOWS:

1. Discussion-Council Updates
2. Discussion-Concept of Starter Homes on Green Farm Open Space-Jed Nilson (Nilson Homes)

6:00 Regular City Council Meeting

1. **MEETING CALLED TO ORDER:** Mayor Vanderwood
2. **OPENING CEREMONIES**
 A. PLEDGE OF ALLEGIANCE Councilmember Call
 B. PRAYER/MOMENT OF SILENCE Councilmember Saunders
3. **PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that **IS NOT ON THE AGENDA**. No action can or will be taken on any issue(s) presented.
4. **UPCOMING EVENTS**
 Music Circle June 23, 2025 7:00 PM
 Senior Lunch Bunch June 25, 2025 11:30 AM
 West Haven Days June 23-28, 2025
5. **COUNCIL UPDATES**

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

6. **ACTION ON CONSENT AGENDA**
 A. CITY COUNCIL MINUTES MEETING HELD June 4, 2025
 B. BOWEN CONSTRUCTION \$82,200.00 Inv.#2025-16
 C. WEBER COUNTY SHERIFF \$536,389.00 Inv.#63415
7. **PRESENTATIONS**
 A. COMMUNITY STAR AWARD-ASHTON DIXON

8. PUBLIC HEARING-FOR THE PURPOSE OF SOLICITING PUBLIC INPUT ON THE PROPOSED 2025-2026 FINAL BUDGET FROM JULY 1, 2025-JUNE 30, 2026 PRIOR TO ADOPTION-SHAWN WARNKE
9. PUBLIC HEARING-FOR THE PURPOSE OF SOLICITING PUBLIC INPUT FOR ENACTING COMPENSATION INCREASES FOR SPECIFIC CITY OFFICERS-SHAWN WARNKE
10. ACTION ON ORDINANCE 05-2025-ADOPTING THE FINAL BUDGET, TOGETHER WITH ITS ASSOCIATED FORMS, SCHEDULES, AND ATTACHMENTS, FOR WEST HAVEN CITY FOR THE FISCAL FROM JULY 1, 2025 TO JUNE 30, 2026; ADOPTING PAY COMPENSATION, AND STAFFING PLANS AND SCHEDULES FOR EMPLOYEES, APPOINTED AND ELECTED OFFICIALS
11. ACTION ON RESOLUTION 34-2025-ACCEPTING THE FRAUD RISK ASSESSMENT AS COMPLETED BY THE CITY TREASURER
12. PUBLIC HEARING-FOR THE PURPOSE OF SOLICITING PUBLIC INPUT ON AMENDING THE CITY CODE REGARDING TELECOMMUNICATIONS FACILITY FRANCHISE REQUIREMENTS-AMY HUGIE
13. ACTION ON ORDINANCE 06-2025-AMENDING THE CITY CODE REGARDING TELECOMMUNICATIONS FACILITY FRANCHISE REQUIREMENTS-AMY HUGIE
14. ACTION ON RESOLUTION 35-2025-TELECOMMUNICATIONS FACILITY FRANCHISE AGREEMENT WITH UINTAH BASIN ELECTRONIC TELECOMMUNICATIONS, LLC DBA STRATA NETWORKS-AMY HUGIE
15. ACTION ON RESOLUTION 36-2025-INTERLOCAL AGREEMENT REGARDING REIMBURSEMENT TO WEST HAVEN CITY FROM WEST HAVEN SPECIAL SERVICE DISTRICT FOR BACKHOE PURCHASE, AND THE DIVISION OF OPERATIONAL AND MAINTENANCE COST FOR THE BACKHOE-SHAWN WARNKE
16. ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)
A. ACTION ON ORDINANCE 07-2025-UPDATE THE CITY ZONING MAP-STEPHEN NELSON
17. DISCUSSION-CONTINUATION OF ANY AGENDA ITEM NOT PREVIOUSLY DISCUSSED OR OTHERWISE COMPLETED ON THE 5:00 WORK SESSION
18. 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 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; 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 COUNCIL MEETING MINUTES

June 4, 2025 6:00 P.M.

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

Present:	
Rob Vanderwood	Mayor
Nina Morse	Councilmember
Carrie Call	Councilmember
Ryan Saunders	Councilmember
Kim Dixon	Councilmember
Ryan Swapp	Councilmember
Shawn Warnke	City Manager
Emily Green	City Recorder
Amy Hugie	City Attorney
Stephen Nelson	Community Development Director
Edward Mignone	City Engineer
Excused:	

5:30 Work Session – In City Council Chambers

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MEETING TO ORDER: MAYOR VANDERWOOD

Mayor Vanderwood brought the meeting to order at 5:33 PM and welcomed those in attendance.

REPORTS AND DISCUSSION AS FOLLOWS:

1. Discussion-Council Updates

Councilmember Call asked if the position in the sewer department has been backfilled.

Shawn Warnke said he would work on getting it filled.

Mayor Vanderwood said the salinity issues with Poulter Pond have been resolved and they have added a nice walking path around it.

2. Presentation-Police Staffing, Services and Statistics-Lt. Endsley

Lt. Endsley gave a presentation showing some statistics for the Weber County Sheriff and went over some of the services offered and staffing.

6:00 Regular City Council Meeting

1. MEETING BROUGHT TO ORDER:

The Council met at their regularly scheduled meeting held in the Council Chambers.

Mayor Vanderwood brought the meeting to order at 6:00 PM and welcomed those in attendance.

2. OPENING CEREMONIES

A. PLEDGE OF ALLEGIANCE

Councilmember Saunders

B. PRAYER/MOMENT OF SILENCE

Councilmember Dixon

- 3. PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue(s) presented.
No one came up at this time.

4. **UPCOMING EVENTS**
- | | | |
|-------------------------|------------------|-----------------|
| Candidacy Filing Period | June 2-6, 2025 | 8:00 AM-5:00 PM |
| Music Circle | June 23, 2025 | 7:00 PM |
| Senior Lunch Bunch | June 25, 2025 | 11:30 AM |
| West Haven Days | June 23-28, 2025 | |

5. **COUNCIL UPDATES**

Mayor Vanderwood gave an update on the salinity of Poulter Pond. He said there are some new bleaches that will be installed in the arena for West Haven Days this year.

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

6. **ACTION ON CONSENT AGENDA**

A. CITY COUNCIL MINUTES

MEETING HELD

May 21, 2025

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

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

7. **PRESENTATIONS**

A. SERVING AS A PLANNING COMMISSION MEMBER-BECKY ROUNDY

Mayor Vanderwood and City Council presented Becky Roundy with a plaque for her time served as a Planning Commission member.

8. **PUBLIC HEARING-FOR THE PURPOSE OF SOLICITING PUBLIC INPUT ON OPENING THE CURRENT 2024-2025 BUDGET TO MAKE CERTAIN ADJUSTMENTS**

Shawn Warnke went over the amendments for the budget.

Councilmember Swapp entered the meeting at 6:15 PM.

Councilmember Morse made a motion to enter into public hearing. **Councilmember Call** seconded the motion.

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

Mayor Vanderwood invited the public up for comment.

No one came up at this time.

Councilmember Dixon made a motion to leave public hearing. **Councilmember Morse** seconded the motion.

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

9. **ACTION ON ORDINANCE 04-2025-AMENDING THE CURRENT 2024-2025 CITY BUDGET-SHAWN WARNKE**

Councilmember Swapp left at 6:17 PM.

Councilmember Swapp entered at 6:18 PM.

Councilmember Dixon made a motion to adopt ordinance 04-2025. **Councilmember Saunders** seconded the motion.

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

10. **ACTION ON RESOLUTION 31-2025-INTERLOCAL AGREEMENT BETWEEN CITY OF ROY AND WEST HAVEN REGARDING FINANCIAL CONTRIBUTIONS TO SUPPORT THE ROY SENIOR CENTER-SHAWN WARNKE**

Shawn Warnke said this is to contribute costs for the senior center for the West Haven residents that utilize their services.

Councilmember Call suggested we contact whoever does the advertising for senior events at Roy and have them send us the information so we can also advertise it on our social media.

Shawn Warnke said he would look into that.

Councilmember Call made a motion to adopt resolution 31-2025. **Councilmember Morse** seconded the motion.

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

11. **ACTION ON RESOLUTION 32-2025-INTERLOCAL AGREEMENT BETWEEN WEST HAVEN SPECIAL SERVICE DISTRICT AND WEST HAVEN CITY FOR REIMBURSEMENT TO THE DISTRICT FOR CERTAIN PROPERTY PURCHASE COSTS, AND THE DIVISION OF ENGINEERING AND DEVELOPMENT COST FOR THE PROPERTY-SHAWN WARNKE**

Mayor Vanderwood noted a spelling error on the first page, first paragraph summarizing the resolution.

Councilmember Saunders made a motion to adopt resolution 32-2025. **Councilmember Morse** seconded the motion.

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

12. **ACTION ON RESOLUTION 33-2025-INTERLOCAL AGREEMENT BETWEEN WEBER COUNTY AND WEST HAVEN CITY FOR THE PROVISION OF TECHNICAL FORENSIC SERVICES-LT. ENDSLEY**

Councilmember Morse made a motion to adopt resolution 33-2025. **Councilmember Saunders** seconded the motion.

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

13. **DISCUSSION-CONTINUATION OF ANY AGENDA ITEM NOT PREVIOUSLY DISCUSSED OR OTHERWISE COMPLETED ON THE 5:00 WORK SESSION**

Mayor Vanderwood asked if the Weber County Sheriff was able to get the results of their wage study.

Lt. Endsley said they had not received it yet.

14. **ADJOURNMENT**

Councilmember Call made a motion to adjourn at 6:49 PM. **Councilmember Morse** seconded the motion.

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

Emily Green

City Recorder

Date Approved:

STAFF REPORT

TO: Mayor and City Council

FROM: Shawn Warnke, City Manager

DATE: June 18, 2025

SUBJECT: Enacting Compensation increases for specific City Officers



There was a recent state law that clarified/required cities to hold a public hearing and thereafter adopt a compensation schedule for elected officials, statutory officials, and department heads. Compensation increases for FY 2026 for employees are comprised of the following items:

- A Cost-of-Living Adjustment (COLA) increase of 1.5% based on changes in the Consumer Price Index.
- A Merit Increase for employees meeting the criteria associated with the next step within their pay range (for all employees, excepting Elected Officials and Planning Commission).

The City's new compensation plan provides employees the opportunity to advance to the next step within their pay range based on the outcome of their performance evaluation and meeting the step criteria for a Merit Increase. This percentage Merit Increase varies depending on which step the employee is within their pay range.

- Equity Adjustments are based on the salary survey findings in calendar year 2024 compared to the City's initially "step" placement of an employee within the pay range attributed to the employee's experience and certifications that were not completed in the FY 2025 Budget.

Before adopting the FY 2025 Budget, the Compensation Committee met and decided that, due to the number of pay adjustments the City needed to complete based on the 2024 salary survey findings, a limit would need to be placed on the increase that an employee would receive in FY 2025. As a result, several employees had their "step" placement within their position's pay range completed in phases over multiple fiscal years. The FY 2026 Budget includes the final step placement of employees within their pay range, based on the 2024 salary survey findings, which take into account an employee's experience and certifications, compared to the step criteria for the position's pay range.

As such, with the adoption of the proposed FY 2026 Budget, all Equity Adjustments associated with the salary survey findings of 2024 and the City's corresponding compensation plan will be complete. Completing these Equity Adjustments is necessary in FY 2026 because the City has recently hired new employees or promoted existing employees, and is placing these employees in the correct step based on the City's compensation criteria. Delaying Equity Adjustments may be perceived as not being equitable to an existing employee who is otherwise meeting the City's criteria for a pay increase, which is contrary to the City's new compensation methodology and pay plan.

For more information regarding employee compensation, please refer to the budget memo.

ADMINISTRATIVE MEMORANDUM

TO: Mayor and City Council

FROM: Shawn Warnke, City Manager & Department Heads

DATE: June 18, 2025

SUBJECT: Tentative Budget Message FY 2026



- Discussion and consideration of adopting Ordinance No. 05-2025 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

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, new details that have occurred between the City Council's adoption of the Tentative Budget on May 7, 2025, and the Final Budget have been highlighted in green.

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 notice any discrepancies between the two documents, please be aware that the budget spreadsheet is the governing document and relies on the budget amount stated 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:

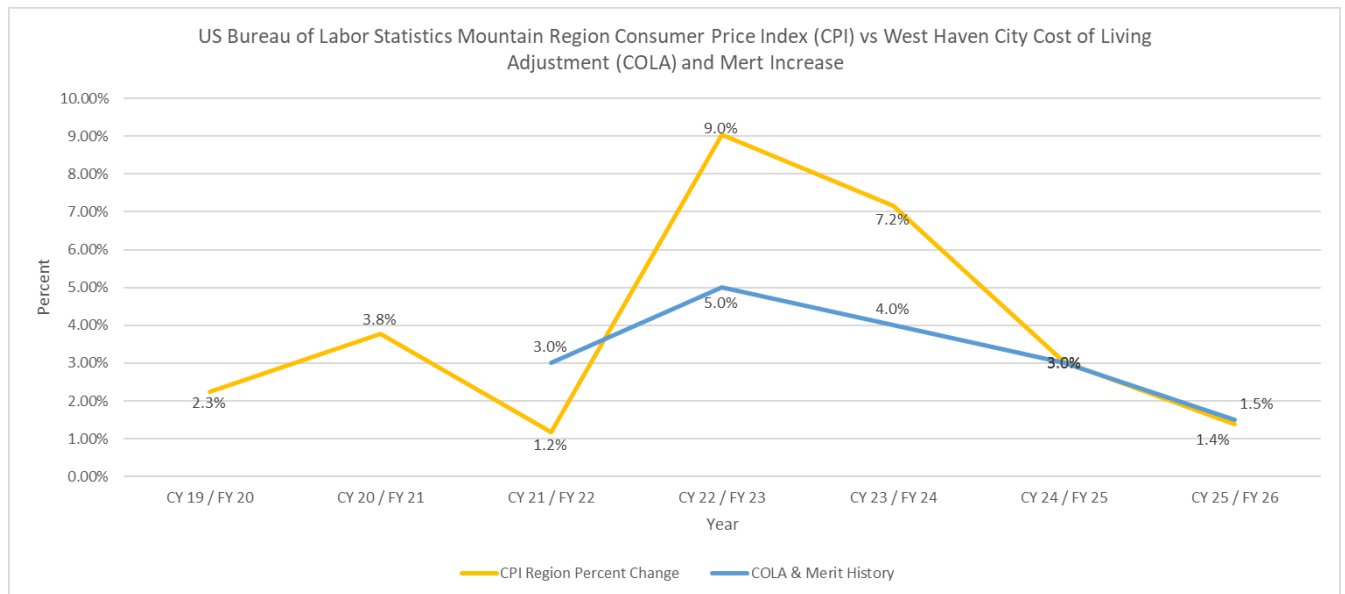
- 1st Objective is to adjust employees' pay to at least the minimum of their new pay range in FY 2025 (11 of 26 full-time employees received a pay increase with the City implementing this objective)
- 2nd Objective is to implement a Cost-of-Living Adjustment (COLA) increase based upon changes in CPI (all employees will receive a pay increase with the City implementing this objective).
- 3rd 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 1st and 2nd Objectives listed above during FY 2025, it was only able to partially accomplish the 3rd Objective for some employees. With the adoption of the budget for FY 2026, the City will accomplish the following objectives:

- 1st 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).
- 2nd 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.
- 3rd 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](#)

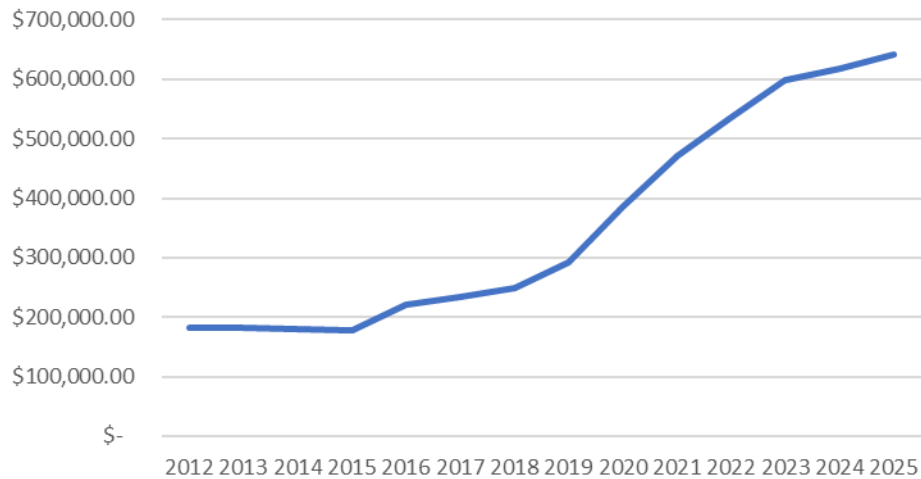
- **Health Insurance.** For FY 2026, the City originally received a 6.4% increase in the insurance premiums from the Public Employee Health Insurance Plan (PEHP), the City's current health insurance provider. The 6.4% increase equaled estimated annual premiums of \$648,615.93, an annual increase of \$31,110.31 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

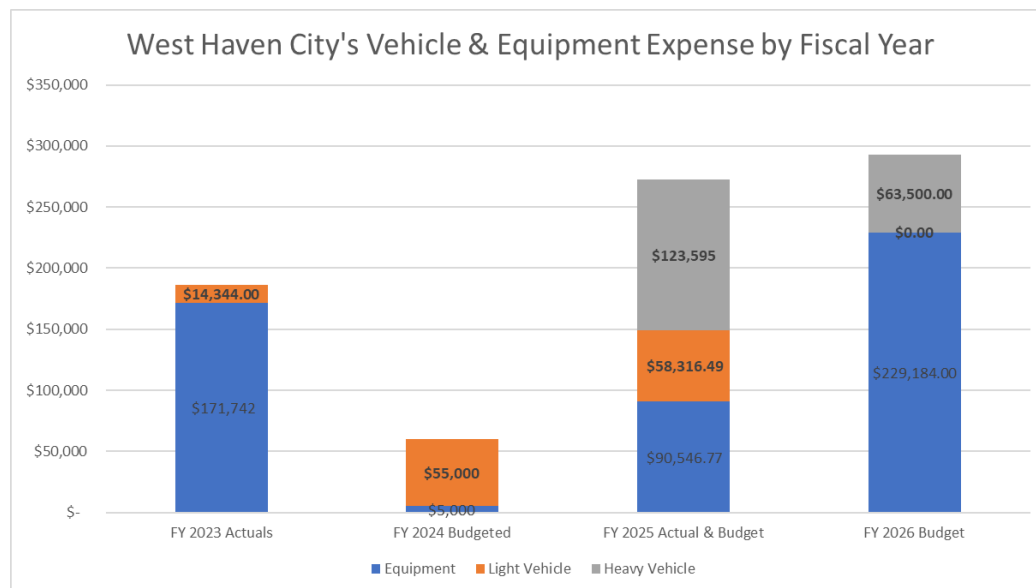


- **Equipment & Vehicle Replacement.** In FY 2026, for all Funds combined, it is proposed and estimated that the City will spend \$4,078,005.20 in employee costs, representing its primary investment in providing services to its residents. A secondary investment needed to provide services to residents 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:

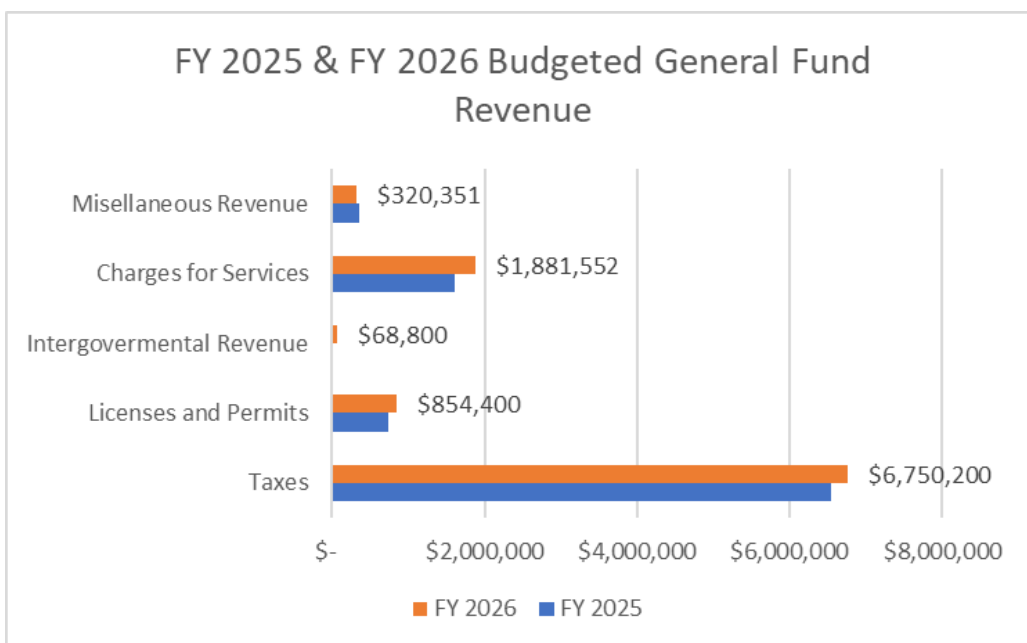
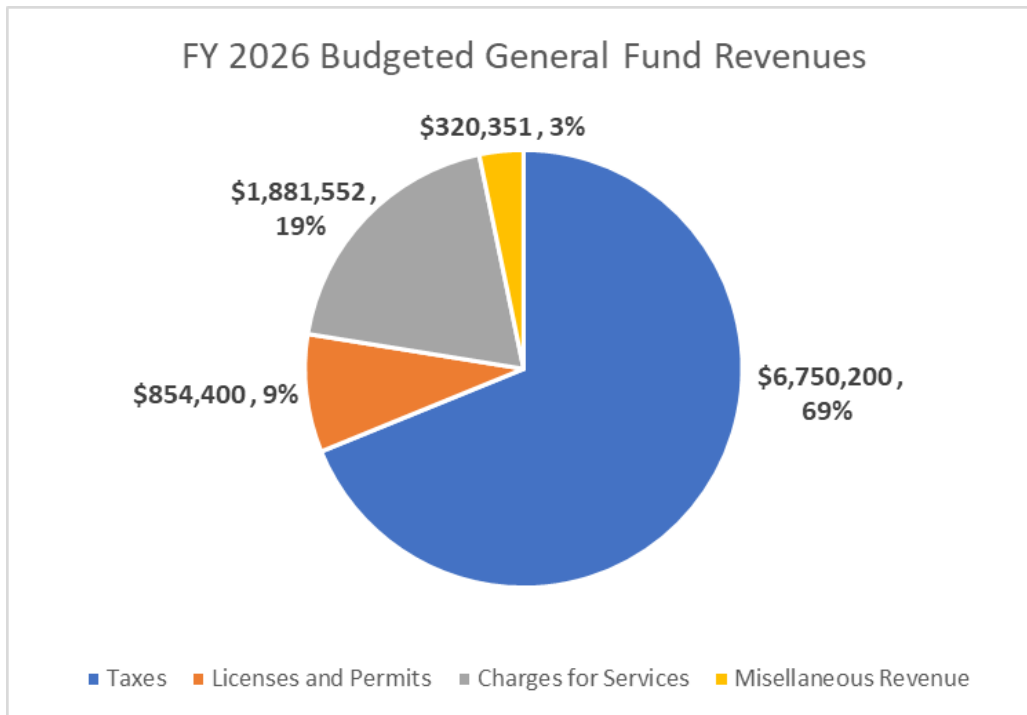
Description	Amount
DX55 Turf Tractor Replacement	\$55,000
Kubota Plow & Sander Conversion Kit.	\$14,000
Rockwall Playground (Sports Park & Stonefield)	\$31,000
Arena Bucking Chutes	\$65,000
Truck Bed and Sander Replacement	\$21,500
Internet & Security Cameras at Parks	\$42,700
Backhoe Replacement	\$63,500
Total:	\$292,700



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.

Tax Rate	Description	WHC %	WHC FY 2026 Estimated Revenue
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 ¹
0.25%	Transportation Infrastructure Tax	0.10%	\$654,000
0.05%	Supplemental State Sales & Use Tax		
0.10%	Botanical, Cultural, Zoo Tax (RAMP Tax)		<u>\$190,700</u> (\$16.7k Municipal Grant & \$174k)
7.25% Combined Sales Tax Rate			\$12,784,450

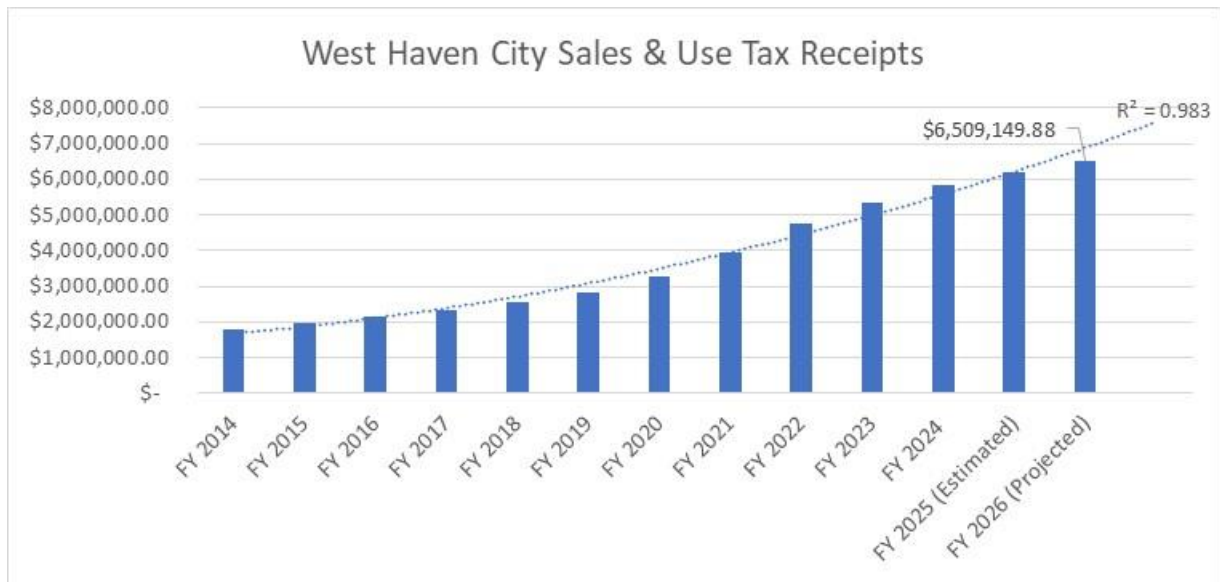
Note ¹: Weber County, through WACOG grants for transportation, has committed to providing West Haven City with approximately \$15.6 million over the next several years. For more information, please see the narrative in the Capital Projects Fund.

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 \$6,510,000 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.

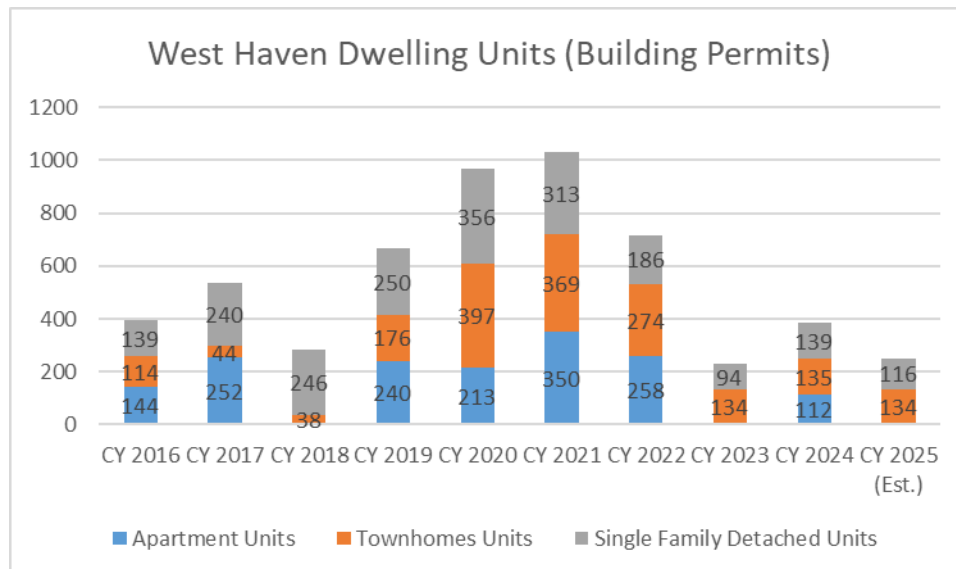
The City Business License Officer recently identified several significant businesses incorrectly reporting their locations. Upon notification, the Tax Commission investigated these discrepancies, corrected the reporting error, and redistributed the correct amount to West Haven City for a period of time.

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
10-3220 Miscellaneous Building Permit Fees			
Plan Review Fee	\$ 43,201.68	\$ 74,676.26	\$ 117,877.94
State Permit Fee	\$ 2,073.70	\$ 3,733.80	\$ 5,807.49
		Total:	\$ 123,685.43
10-3221 Building Permits			
Building Permit Fee	\$ 207,368.77	\$ 373,380.90	\$ 580,749.66
		Total:	\$ 580,749.66

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 2025 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.

On May 13, 2024, the City received the funds associated with the 2025 RAMP Grant, which has been receipted into FY 2025. The awards are not reimbursement grants, meaning that the grant award did not require the expense to occur first. As such, the City has earned and recognized this revenue at the time of receipt (based on the terms of the award) in FY 2025.

The Finance Director has created a restricted account for grants in FY 2025, which earmarks the fund balance for grant purposes, with these balances rolling forward to FY 2026. Although the revenue was recognized in FY 2025, it will still be available to spend in FY 2026 as a "use of restricted fund balance". The Finance Director will track the spend-down of these funds on a separate spreadsheet and adjust the restricted account accordingly. This budget memo acknowledges the efforts of City employees to secure grant funds and, accordingly, provides this explanation of the funding source; with \$0.00 budgeted in 10-3747 RAMP Grant, and \$18,800 will be budgeted in 10-3699 *Use of Fund Balance*. Budget \$0.00

Charge for Services – Revenues.

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- 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 Fund 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.

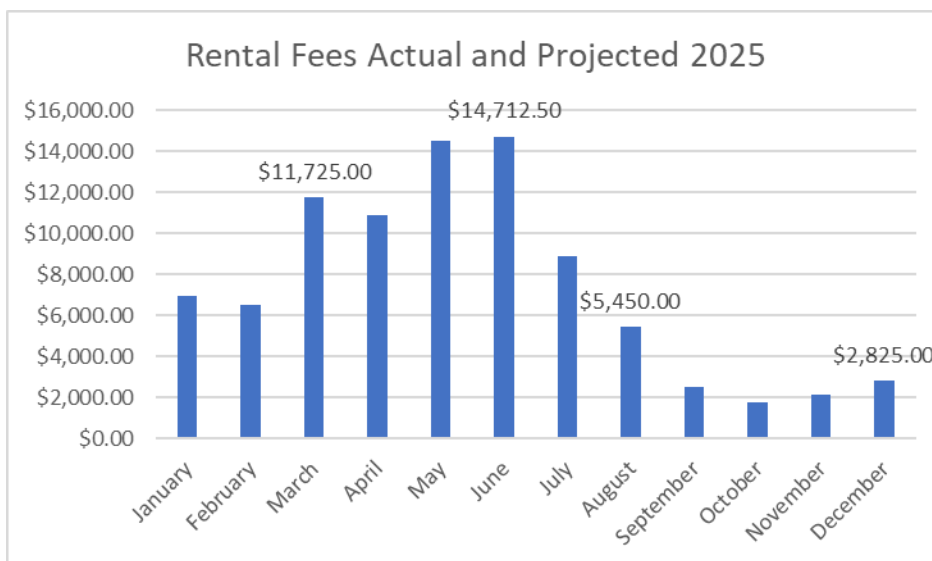
- 10-3471 Heritage Days. Heritage Days' revenue is attributed to sponsors' donations, dinner and breakfast fees, and vendor booth fees. This revenue line item appears to be relatively constant. Budget \$55,000.
- 10-3475 Recreation Fees. The City aims to strike a balance between cost recovery and affordability 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, 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 collaborated on the construction of the Barn Community Center 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 that accommodate 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.

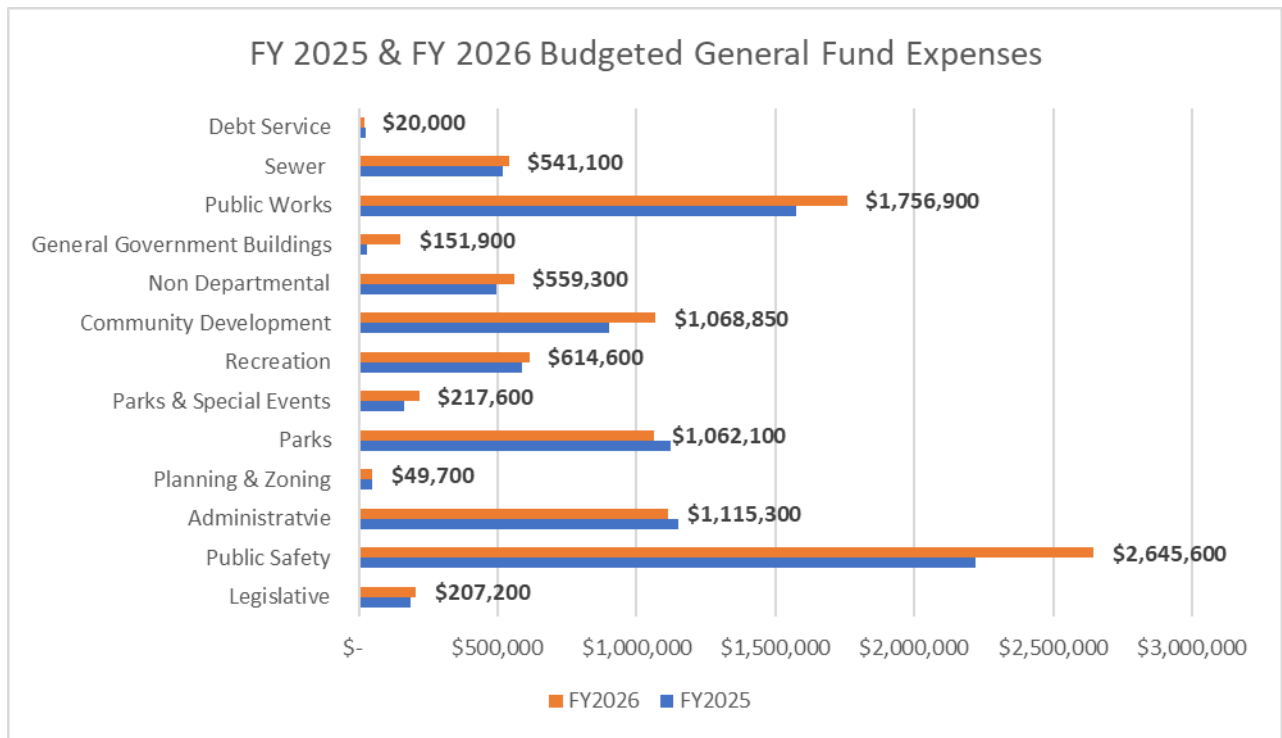
With courts being the judicious branch of government, their mission is to provide the people with an open, fair, efficient, and independent system for advancing justice under the law. Court fines and forfeitures are not intended to be a cost recovery for operating a court, and the imposition of fines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

- 10-3699 Use (Contribution) of Fund Balance. The General 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.

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.

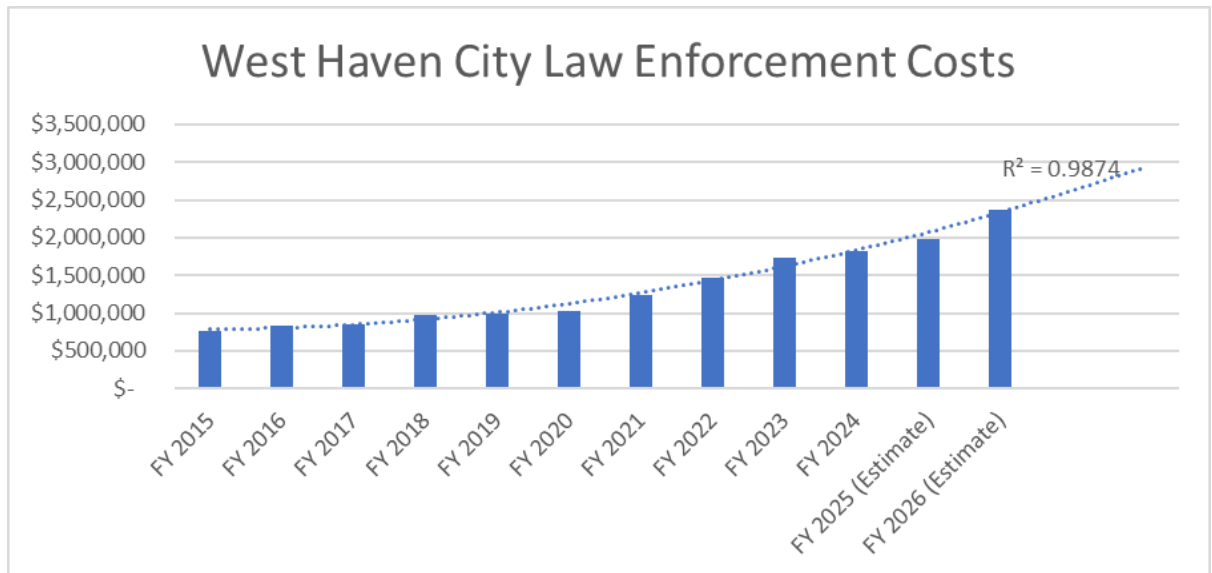
The FY 2025 budget estimate that the City received for law enforcement services from the Sheriff's Office was \$1,983,795. However, the Sheriff's Office is requesting additional funds for statewide radio encryption, which was not included in the original budget estimate. The Sheriff's Office is still 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.

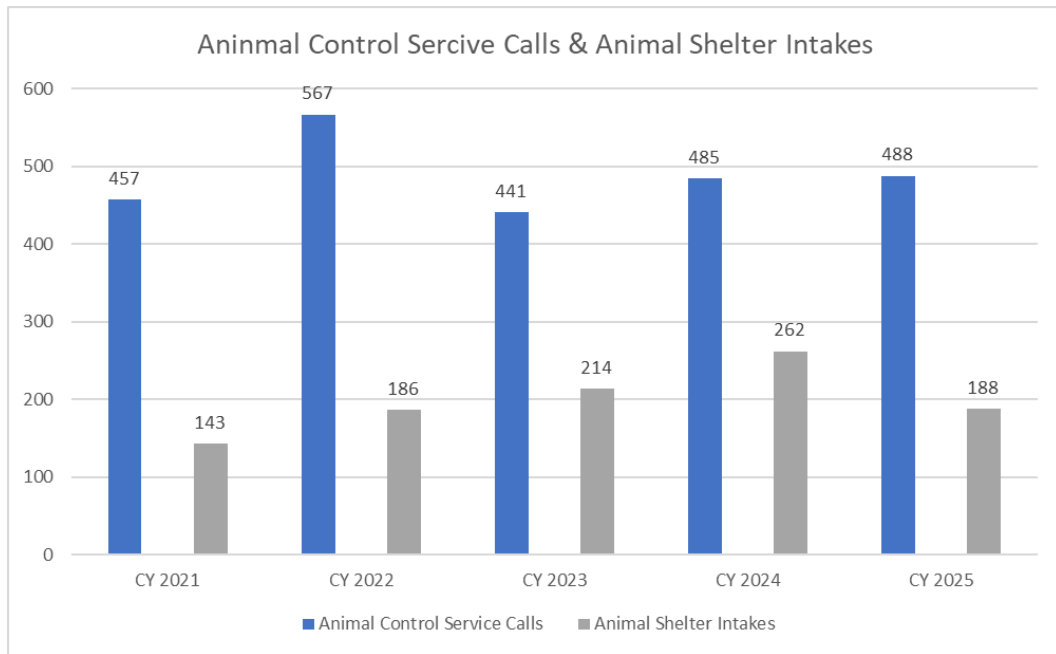
In future fiscal years, the Storm Water Fund is contemplating hiring an additional FTE to perform field inspections for the Storm Water Management Plan (SWMP). Relieving Mr. Tanner of one of the three duties currently assigned to him will provide him with more time to make progress as an Emergency Manager. 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

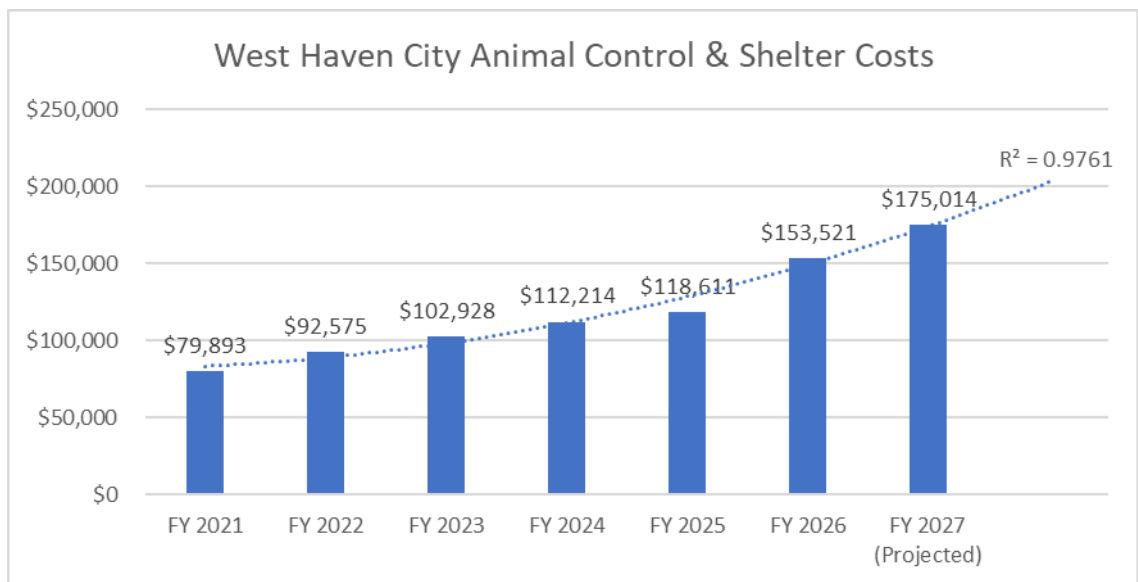
1. Implement the new Rapid Disaster Assessment (RDA) program, assemble kits.
 - a. Establish RDA location points
 - b. RDA training for citizen volunteers
 2. First Aid training
 3. Fire suppression training
 4. Establish CERT citizen leadership organization
- Complete replacement of Mass Casualties (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.

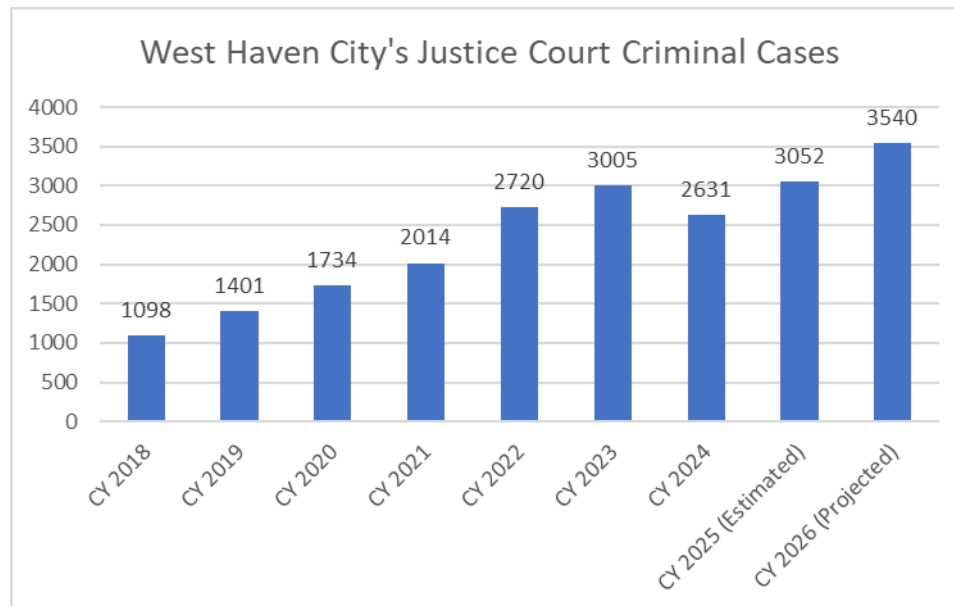
Two separate financial statement audits, for the City and the District, are to be prepared in accordance with Generally Accepted Government Auditing Standards.

The City and the District received statements of qualifications and quotes from various qualified firms. On May 7, 2025, the City Council adopted Resolution No. 30-2025, selecting Ulrich & Associates, PC, and entered into an engagement. The quotes for Ulrich & Associates, PC to audit the City's annual financial statement are 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's 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 \$100,000.
- *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.

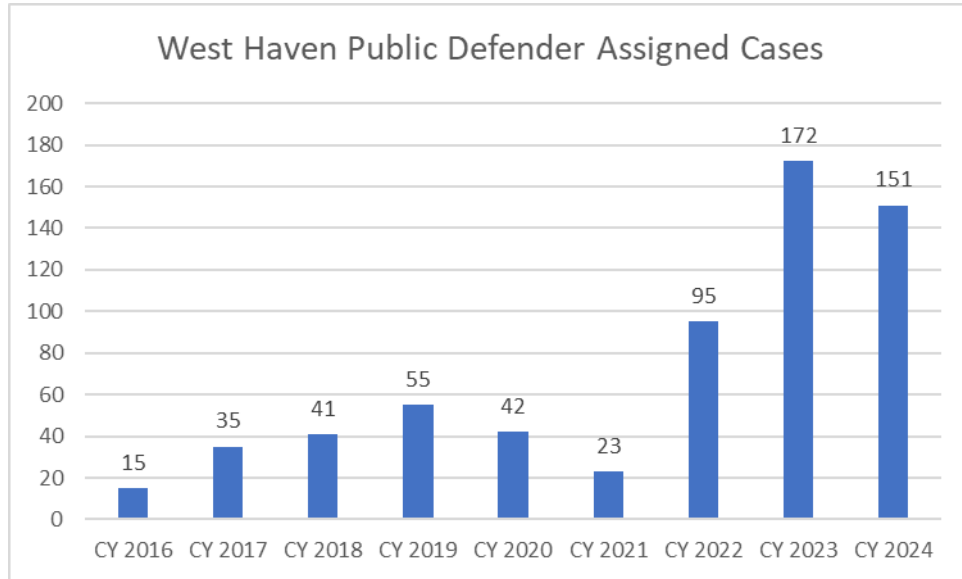
In or around January 2024, Joan Toone requested that the contract structure be changed from an hourly rate to a flat rate. Joan Toone's desire to eliminate the hourly rate structure was associated with the time spent preparing monthly invoices associated with the lengthy caseload. On the City side, the 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 × \$ 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.

<u>Facility</u>	<u>Square Footage</u>	<u>Acres</u>
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.

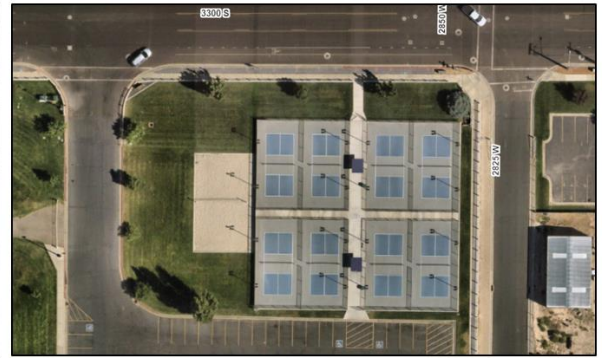
It is proposed that the City engage the Landscape Architect in FY 2026 to specify the layout and design of the columbarium, along with an estimate of the cost to implement this project. The actual construction of the columbarium is scheduled to occur during a future fiscal year. Budget \$10,000.



- 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 Bins. 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.



- **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.
- **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 mat 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.



- **Parking Lot Islands at Sports Park.** The State of Utah and water providers are encouraging property owners to eliminate non-functional turf areas, which are defined as grass areas that are primarily decorative and do not serve a recreational or functional purpose. Non-functional turf is often found in areas such as road medians, parking lots, and in front of businesses, where the primary purpose of the grass is aesthetic. Lawns have the highest water demand and require the most irrigation compared to other ornamental plants in landscapes. Additionally, lawns within parking lot islands are one of the largest water wasters because the surrounding asphalt creates a hot microclimate, and the relatively narrow configuration of these areas makes it difficult to water them effectively when planted in lawn.

The City has begun eliminating non-functional turf and installing water-wise landscaping within the parking lot islands at the Sports Park. This specific project aims to remove the lawn within the parking island of the north parking lot and to enhance the plantings of the south parking lot island at the Sports Park. The City has engaged G. Brown Design, the City's on-call landscape architect, to redesign these parking lot islands with low-maintenance and water-wise plant material and mulch.



The objectives of this project are not only to install a low-water landscape but to create attractive, more diverse landscaping at this City park, which will add visual interest throughout the year. It has been said that landscape architecture and landscaping are generally the “slowest form of performing arts,” because landscapes are dynamic and unfold over time, unlike visual arts like painting or sculpture, which are static. The plant material selected for the parking lot islands includes plants that will take the stage at different times during the year and steal the show.

As further described in *10-4821 Professional Services (Long-Range Planning Services)*, 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. 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. The FY 2026 budget has appropriated funds to both complete the Water Use and Preservation Element and 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.

This landscape project at the Sports Park demonstrates the City’s vision and leadership in creating and implementing water-wise landscaping projects that are attractive and have a low water demand. It should be noted that this planting plan meets the current City Code, which requires one shrub per every 200 square feet of landscaped area and also *a minimum of 50% ground plane coverage when plant material reaches maturity*. Additionally, the proposed planting plan is anticipated to meet the requirements of the future waterwise landscaping ordinance.

The City is inquiring with Weber Basin to see if the proposed project is eligible for any water-wise incentive. G. Brown Design put together some rough costs for the plants and stone mulch, which are as follows:

North Parking Lot:

- 94 five gallon shrubs @ \$50 = \$4,700
- 40 one gallon shrubs @ \$35 = \$1,400

- 3,205 sq. ft. of 2" stone mulch @ \$2.75/sq. ft. = \$8,825
- Total = \$14,925

South Parking Lot:

- 2 two inch caliper trees @ \$650 = \$1,300
- 158 five gallon shrubs @ \$50 = \$7,900
- 137 one gallon shrubs 2 @ \$35 = \$4,795
- 5,063 sq. ft. of 2" stone mulch @ \$2.75/sq. ft. = \$13,925
- Total = \$27,920

Please note that these numbers are based on a contractor installing the plants and stone mulch and do not include other affected products, such as soils and weed control fabric. For more specific pricing on plants and mulch, G. Brown Design recommends contacting local nurseries and stone suppliers. The City is exploring various means to install the landscaping, including undertaking the work in-house, collaborating with the Beautification Committee, and potentially breaking the project into phases to reduce the plant material. Although the budget proposes funding the entire project, there is flexibility associated with implementing this project.

City staff reached out to Weber Basin regarding participation in and receiving a water-wise landscape incentive through the Flip Your Strip program. Typically, the Flip-Your-Strip program offers up to \$2.50 as a water-wise landscape incentive, which is comprised of a State's portion of \$1.25, with Weber Basin also contributing \$1.25. The State Code governs how the State participates in the program, and the current law prohibits the State from participating in a water-wise landscape project within a City Park. In this case, the City will only receive Weber Basin's portion of \$1.25 as a financial incentive, which would equate to \$4,031.25. Budget \$43,000.

TREES AND SHRUBS



Canada Red Chokecherry 20'T x 25'W



Concorde Barberry 2'T x 3'W



Pink Double TKO Rose 3'T x 3'W

SHRUBS



Pawnee Butte Sand Cherry 2'T x 4'W



Blue Star Juniper 3'T x 4'W

G. BROWN DESIGN INC
SITE AND LANDSCAPE ARCHITECTS
678 East Vine Street, Ste 10
Murray, Utah 84107
801.575.6066
www.gbrowndesign.com

West Haven Rec Complex
Parking Lot Planting
4215 S 3900 W
West Haven, UT 84401

SHRUBS AND GRASSES



Compact Oregon Grape 3'T x 4'W



Sapphire Blue Oat Grass 2'T x 2'W



Karley Rose Fountain Grass 3'T x 3'W

PERENNIALS



Purrsian Blue Catmint 1.5'T x 2.5'W

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- **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 Haven 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 wish to hire a professional artist of high 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.

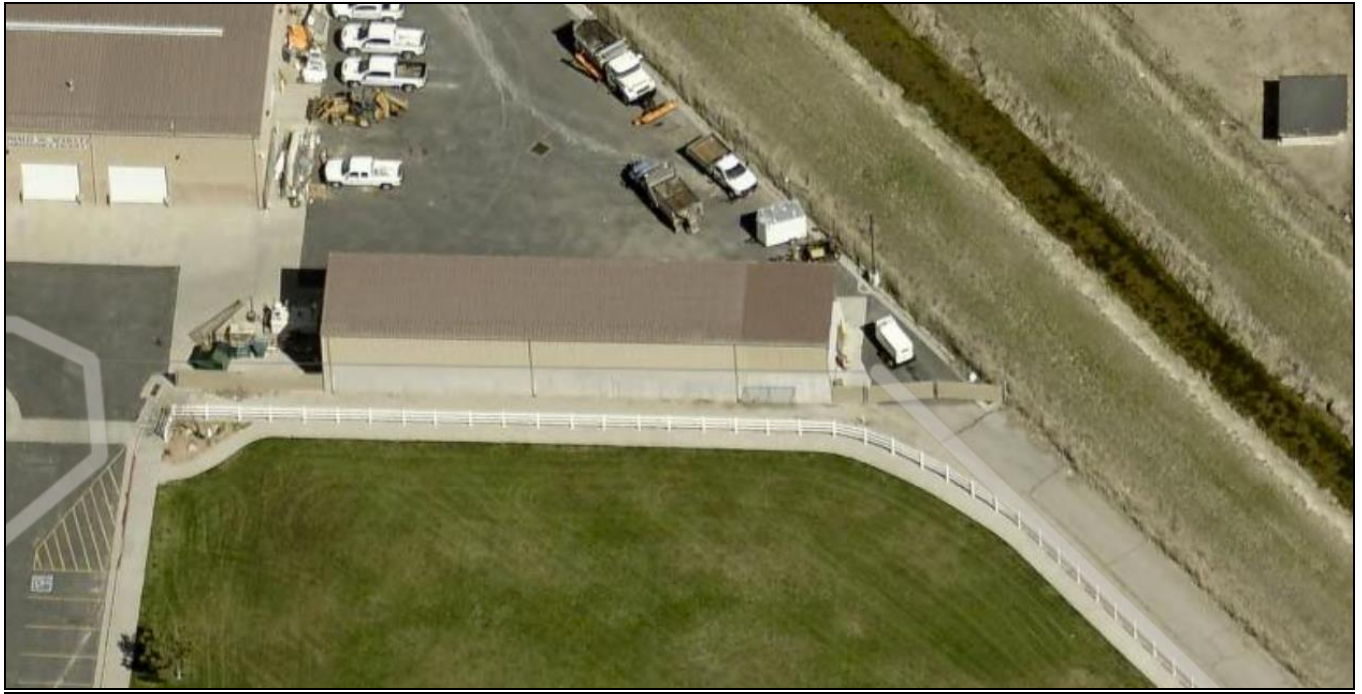
Councilperson Saunders, a talented artist, directed such an effort when he oversaw the creation of the 20-year commemorative 911 mural in the 4000 South underpass. Below are some pictures of the process and the final artwork. Councilperson Saunders can share some additional insight related to project 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 FY 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.
- *Parks, Trails, and Recreation Plan.* 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. Additionally, the City desires to engage the City's Landscape Architect to prepare a Parks Plan with a scope of work that focuses on placemaking principles, including making the Parks and Trails more accessible, active, and attractive for people. The final scope of work will be determined in coordination with the City's Parks & Recreation Department, Planning Commission, and City Council. Budget \$25,000.
- *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.
- *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 general liability, auto liability, property, auto physical damage, and workers' compensation, as described below. In summary, the total net premiums for FY 2026 are \$72,453, which is a 4% increase or \$2,873. The premium increase reflects a combination of factors, including an increase in payroll (5%) and NCCI rates (11%) for workers' compensation; previous loss ratios, trends in the Utah property market, and an increase in reinsurance costs.

- **General Liability.** In FY 2025, the City increased its General Liability coverage from a \$2 million aggregate limit to a \$5 million aggregate limit. This increased coverage is vital 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 exceed \$3.3 million. In FY 2026, the premium cost increase associated with the City increasing its aggregate limit from \$2 million to \$5 million (which more than doubled its previous limit) was only \$3,103. For FY 2026, the General Liability premium is \$25,777. Budget \$25,800.
- **Auto Liability.** In the past, Auto Liability premiums were included in the General Liability premiums. For FY 2026, this insurance line is shown separately, with the premiums being \$7,068. Budget \$7,100.
- **Property.** The City's current property premium is \$14,723. Per the current schedule, the FY 2026 Property premium is \$16,059, representing a \$1,336 increase. Budget \$16,100.
- **Auto Physical Damages.** The City currently pays \$9,437 for auto physical damage insurance. Per the current schedule, the FY 2026 premiums for auto physical damage will be \$9,378, a slight decrease. Budget \$9,400.
- **Workers' Compensation.** Currently, the City is paying \$13,364 for Workers' Compensation insurance. The FY 2026 premiums for Workers' Compensation are \$14,171, a slight increase. One of the primary components of Workers' Compensation premiums is payroll. If the actual payroll in FY 2026 exceeds the estimated amount, the City will be invoiced for the additional premium. 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.

Computer Name	User Name	4 Year Anniversary (Replacement Date)
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 by utilizing enclosed trailers and by utilizing bays within parks and street shops, which displaces parks, recreation, and street equipment. Rather than building a \$53,500 single-bay building with dimensions of 20' x 50', it is recommended that the City rent an off-site storage building with dimensions of 10' x 29'. The monthly lease amount is \$275. Budget \$3,300.
- *10-5161 Non-Departmental- Other (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.

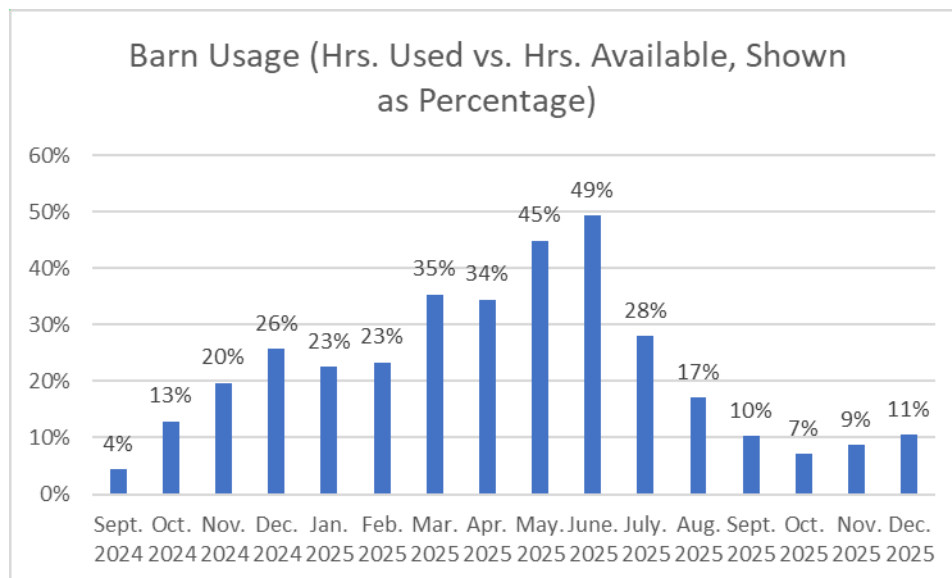
An employee assistance program is not only helpful for an individual but also for the organization. Cities mentioned using the EAP as part of the corrective action associated with employee disciplinary issues. Blomquist Hales serves over 70 counties and cities in the State of Utah and is typically considered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

- **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, and 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, which 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
Mastic One	942	5.5	\$5,181.00
Install 942 linear feet of Mastic One to cracks greater than 1 ½" 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			
Crack Seal	12,978	1.11	\$14,358.09
Crack seal 12,978 linear feet of transverse and lateral pavement cracking greater than ¼" up to 1 ½". This is performed using the highest quality crack-sealant and proven installation techniques.			
*This price conforms with State Contract #MA4589			
AP4 Surface Treatment	63,931	0.23	\$14,851.39
Apply AP4 Surface Treatment to 63,931 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			
Line Striping	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		
Job Total			
			\$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 from 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 a period of one year. After that, they will be on a month-to-month basis 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.

10-5230 Professional Services (Maintenance for Generators). 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) for events and other uses.

The District has entered into an ongoing maintenance agreement with a service provider to ensure that the electrical generators are maintained, fueled, and operational when needed. Additionally, the service provider performs biannual service through the maintenance agreement and performs a load test. All the generators run for 30 minutes once a week. For some reason, the City does not have a service provider that performs biannual maintenance. This budget proposes that the City enter into a service agreement with a service provider to provide routine and annual maintenance with an estimated cost of \$800 per generator twice per year. Budget \$3,200

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:

- 10-6011 Salaries and Wages (Additional Employee Streets Department). In 2016, West Haven City had 53 miles of roads with three employees whose primary focus was road-related duties within Public Works. As of 2025, there are 85 miles of roads with three employees whose primary focus is road-related duties within Public Works.

Adding 32 miles of roads would bring in 64 miles of curb and sidewalk, if applicable, and if not, shoulder work requires similar time in maintenance. The additional 32 miles of road involves more work with asphalt, painting & stripping, regulatory & street signs, lighting, weed control, roadside mowing, and snow removal.

This same 3-person crew also provides stripping & painting trails and parking lots, building maintenance, ditch/pond/slough maintenance, development inspection, trees, catch basins, mowing common areas, events, road assessments, sign surveys, housekeeping, meetings, and tracking and recording details on all the above. There is a lot this crew is responsible for, and adding an employee will help the City keep pace with the added maintenance demands for the increased infrastructure. The cost of an additional employee is \$104,723.72. Budget an additional \$104,800.

- 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.

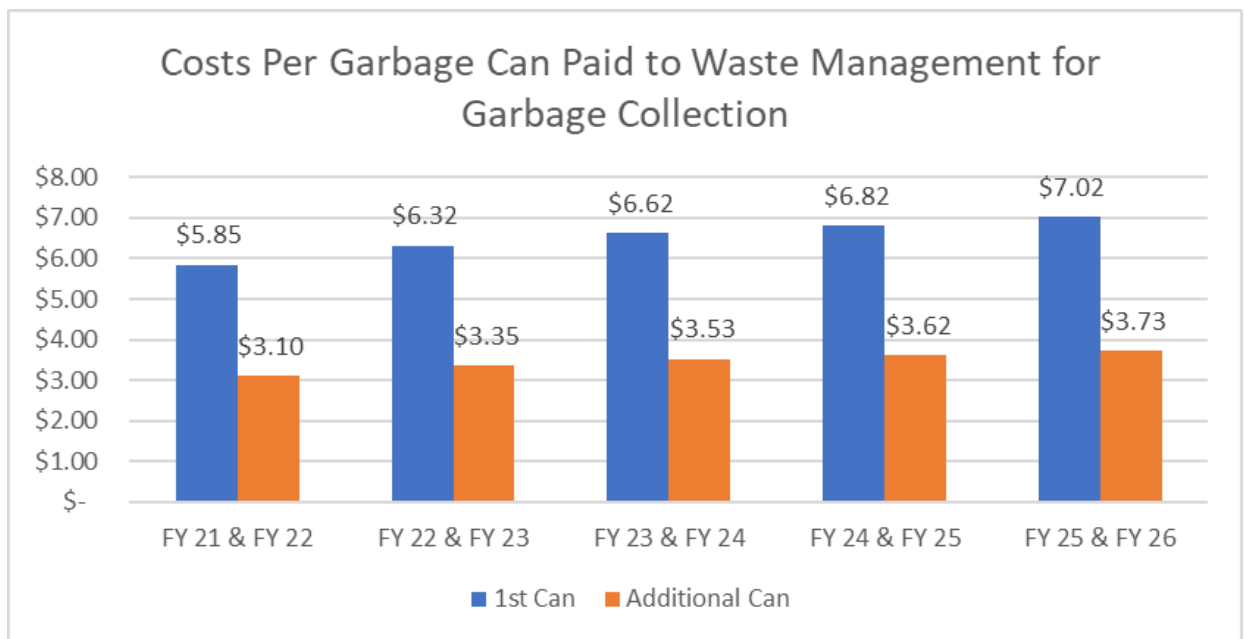
Since instituting coordinated curbside garbage collection in 2021, the City has charged residents the same fee: \$11.73 for each first garbage container and \$7.48 for each additional garbage container. On August 21, 2024, the City Council adopted Resolution No. 33-2024, increasing the garbage fee from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

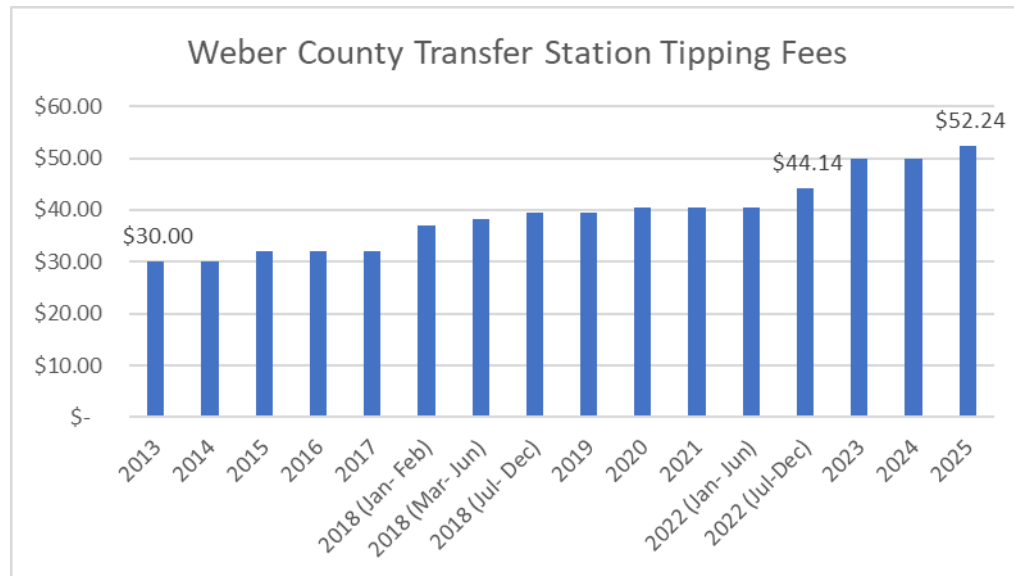


- Weber County Transfer Station. The rates that Waste Management charges the City do not include fees charged at the Weber County Transfer Station. For general waste, Weber County charged \$50.00 per ton for FY 2025, and beginning July 1, 2025, the tipping fee will increase by \$2.24 per ton (4.5%) to \$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.

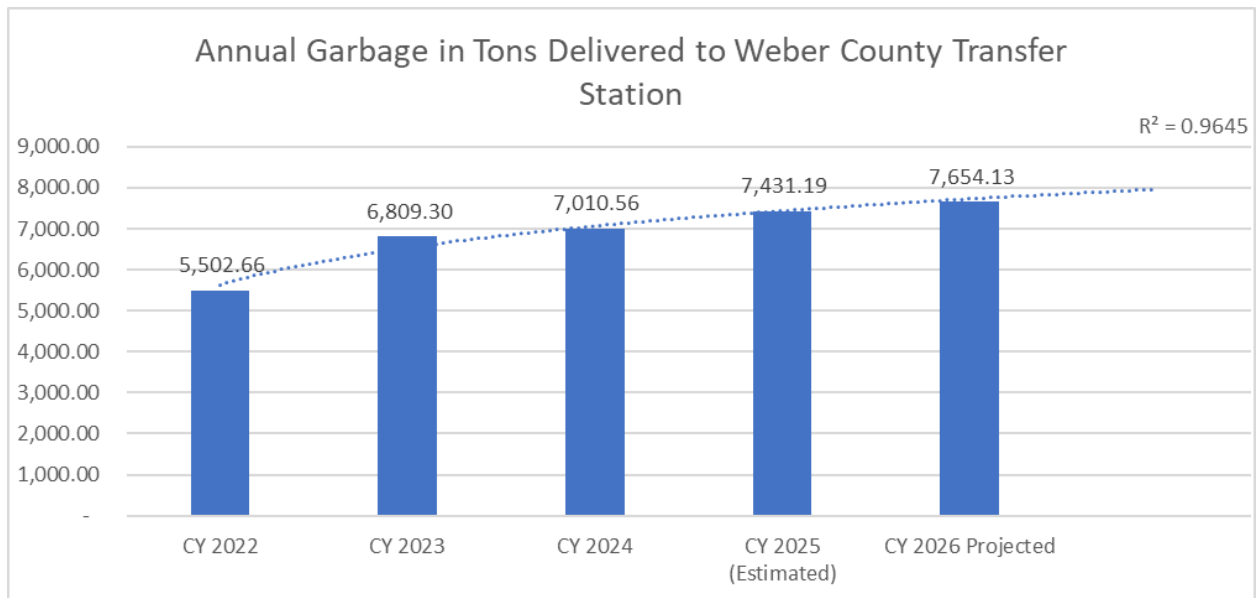
Below is a chart showing the increases in tipping fees from 2013 to 2025. Over this time period, the fees have increased from \$30.00 to \$52.24 per ton, which equals a 74% total percent change from 2025 to 2013. Most recently, from December 2022, the fee has increased from \$44.14 to \$52.24.



To estimate Weber County Transfer Station fees applicable for curb-side 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	\$399,851.72 (7,654 tons of Trash)
	<u>\$854,363.72</u>
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 \$90,000.

- **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. Kelly Weight, Manager of Street Light Operations and Policy for Rocky Mountain Power, completed an audit and determined that most of West Haven is already equipped with LED fixtures. However, 55 streetlights within the City are high-pressure sodium (HPS), with RMP owning sixteen (16) streetlights, and the City owning 39 streetlights.

The FY 2026 Budget proposes that the City participate in the RMP streetlight energy-efficient upgrade program by upgrading the 55 high-pressure sodium streetlights in the City to LED streetlights. Under this program, West Haven City will pay approximately \$21,025 in labor and materials to convert the 55 streetlights that are currently HPS 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 to a lesser monthly rate for power (Post-LED Conversion Schedule).

Additionally, RMP is allowing the City to convert City-owned streetlights to RMP-owned and maintained streetlights. There are different monthly rates depending on who owns and maintains the streetlight. More specifically, if RMP owns and maintains the streetlights, then there is a higher monthly rate referred to as "Rate Schedule 11-Company Owned" that factors in the cost of maintenance and the cost of power, and if the City owns and maintains the streetlights, then the City pays a monthly rate referred to as "Rate Schedule 12- Energy Only" factors in only the cost of power.

There are two quotes below for converting the streetlight fixtures from HPS to LED, which have the same cost of \$21,025. The difference in the quotes below is the return on investment (ROI), which is the number of years it will take the City to recoup the \$21,025 capital investment based on converting to a more energy-efficient streetlight fixture and the reduction in RMP power bills that the City pays. The quotes are summarized below.

- Quote #1 is for all RMP and City-owned streetlights to be upgraded to LED fixtures and for RMP to take ownership of the residential lighting after the project. RMP would be responsible for all maintenance and replacements of poles, light fixtures, and all wire, and would be placed on Rate Schedule 11- Company Owned (Post-LED Conversion Schedule). The lights on the steel DOT-style poles (streetlights on traffic signals) would be converted to LED but remain the City's, as these are semaphores and large aluminum/steel poles that are not RMP specifications.

Under Rate Schedule 11- Company Owned (Post-LED Conversion Schedule), it is estimated that the City would have an annual savings of approximately \$1,582.39 per year once RMP changes the streetlight rate to the "Post-LED Conversion Schedule", which the City would otherwise pay RMP for streetlighting. The City's operational cost savings of \$1,582.39 will repay the City's upfront cost of approximately \$21,025 for labor and materials for converting the streetlight fixtures in 13.28 years. Thereafter, the City will realize operational savings of \$1,582.39 annually in the future. Budget \$21,100.

- Quote #2 also converts all the non-LED lighting in West Haven but leaves the existing ownership "as is" post-conversion. The lights that the City owns today would all be moved to Rate Schedule 12 - Energy Only (Post-LED Conversion Schedule), and streetlights owned by RMP would remain on Schedule 11 - Company Owned (Post-LED Conversion Schedule). In the future, if the LED light fixture is not the issue (a 10-year warranty is provided on the new LED fixtures), the City would be responsible for these costs.

Under Rate Schedule 11- Company Owned (Post-LED Conversion Schedule) and Rate Schedule 12- Energy Only (Post-LED Conversion Schedule), it is estimated that the City would have an annual savings of approximately \$3,290.52 per year once RMP changes the streetlight rate to the "Post-LED Conversion Schedule", which the City would otherwise pay RMP for streetlighting. The City's operational cost savings of \$3,290.52 will repay the City's upfront cost of approximately \$21,025 for labor and materials for converting the streetlight fixtures in 6.39 years. Thereafter, the City will realize operational savings of \$3,290.52 annually in the future.

There are other considerations when associated with the City maintaining ownership of streetlights or converting all of the streetlights into RMP's ownership. If the City continues to own and maintain its streetlights, the City Council should be aware of the following issues:

Expenses:

- Lower operational costs in the short term because there is lower anticipated maintenance, and the RMP fee only includes power and not any maintenance & depreciation expense for the streetlights
- Currently, the City does not charge a utility fee to its residents for streetlights

Unknowns:

- Likely no inspections done on past streetlights owned by the City
- Likely the wiring is a direct bury, with no wiring in conduit, which will make replacement of the wiring more expensive in the future

Operations:

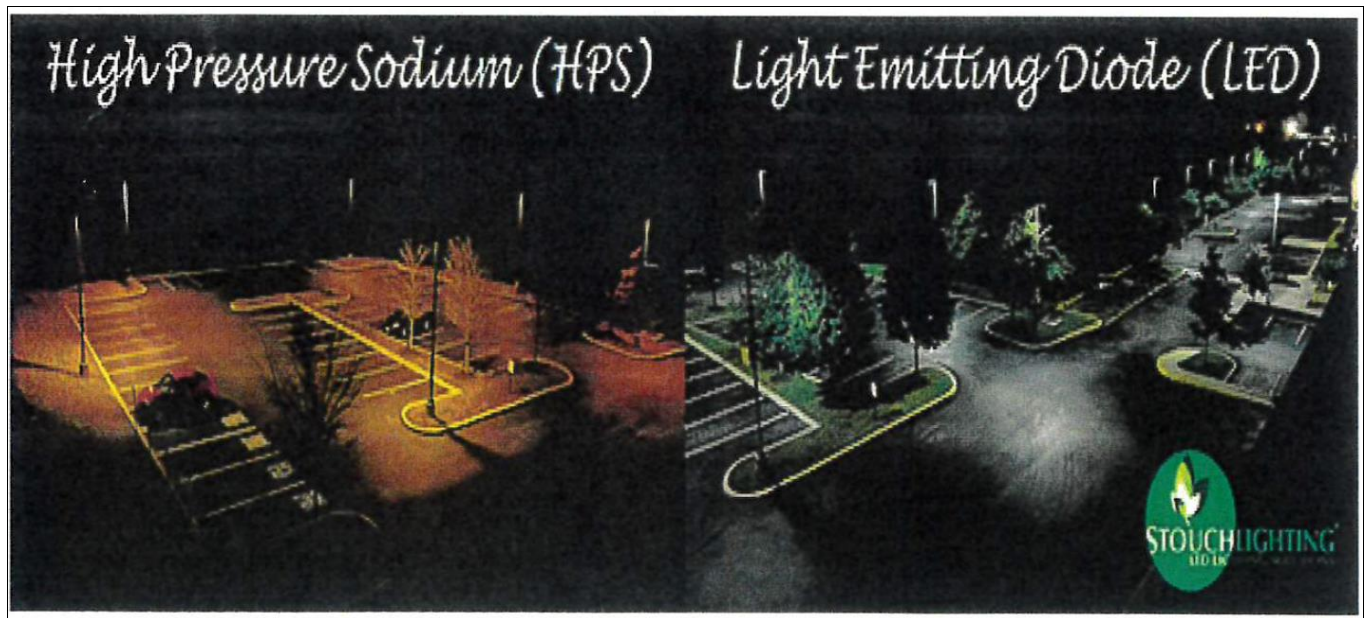
- Developer required to install streetlight, with the City needing to oversee the installation and inspections
- City to blue stake its streetlights

Future Maintenance Expectations:

- Fixture life is 8-10 years
- Wiring is thought to have a life span of 30 to 35 years
- City to have an inventory of a few new replacement fixtures
- Need to hire an electrician to help with the maintenance of streetlights
- Due to theft, RMP only uses aluminum wire and places a sticker on boxes that states that there is no copper wiring to discourage theft/vandalism

Please note that if the City decides to convert City-owned streetlights to RMP streetlights, the City would need to expense the asset through the budget process. Since 2006, the City has listed the streetlights as having a value of \$408,000 attributed to developers dedicating streetlights to the City. Also, since 2006, the City has depreciated the streetlights by approximately \$64,000 (depreciation schedule of 40 years). The \$344,000 remaining on the books as an asset would need to be expensed through the budgeting process, that is, show a loss of the asset (streetlights) associated with transferring the ownership of the streetlights to RMP by expensing \$344,000, which would be a paper loss, not an actual cash expense.

It should be noted that in recent years (circa 2019), when a new streetlight is installed, the City has had RMP own the streetlight and pays Rate Schedule 11 - Company Owned. There is no definitive answer on whether the City should continue to own the streetlights or transfer ownership to RMP. From an operational perspective, the City staff favors Quote #2. However, the actual decision on converting City-owned streetlights to RMP-owned streetlights can be made at a future time. For budgeting purposes, the cost of the capital outlay is the same, \$21,025. Budget \$21,025.



Quote # 1

Worksheet Date: 4/25/2025

Districts Included: Ogden, Smithfield, & 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 100W - Decorative	4	9,500	\$23.15	\$92.60
	HPS 150W - Functional	7	16,000	\$13.19	\$92.33
	HPS 400W - Functional	1	50,000	\$17.75	\$17.75
Schedule 12P & 12E City Owned Streetlighting	HPS 150W - 12P Deco	5	16,000	\$6.00	\$30.00
	HPS 400W - 12P	2	50,000	\$10.15	\$20.30
	HPS 100W - 12E Deco	9	9,500	\$1.81	\$16.29
	HPS 150W - 12E Deco	6	16,000	\$2.65	\$15.90
	HPS 400W - 12E	13	50,000	\$7.27	\$94.51
	MH 150W - 12E Deco	4	12,000	\$2.59	\$10.36
		55			\$440.08

2025 PROJECT COST - NORTHERN // TIER 4

Functional	Conversion Project	Count of Lights	Labor	Material	Total
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 6	15,501 - Greater	17	\$90.72	\$333.00	\$7,203.24
Level 2 Post-Top	3,501 - 5,500	28	\$90.72	\$325.00	\$11,640.16
		55			\$21,025.60
			Avg Cost per Light		\$382.28

CCT Choice:	3000K	or	4000K	3000K	
Post-LED Conversion Lights to RMP (Green) Lights City Keeps (Red)	Count of Lights	Proposed LED Lumens	Proposed Monthly LED Base Rate	Proposed LED Monthly Total	Net Monthly Billing Difference
Level 6 Customer Funded	1	15,501 - Greater	\$9.72	\$9.72	\$2.10
Level 2 Customer Funded	3	3,501 - 5,500	\$6.57	\$19.71	\$18.51
Level 2 PT Customer Funded	4	3,501 - 5,500	\$6.57	\$26.28	\$86.32
Level 3 Customer Funded	7	5,501 - 8,000	\$6.99	\$48.93	\$43.40
Level 6 Customer Funded	1	15,501 - Greater	\$9.72	\$9.72	\$8.03
Level 2 PT Customer Funded	5	3,501 - 5,500	\$6.57	\$32.85	-\$2.85
LED 160-164W	2	15,501 - Greater	\$2.41	\$4.82	\$15.48
Level 2 PT Customer Funded	9	3,501 - 5,500	\$6.57	\$59.13	-\$42.84
Level 2 PT Customer Funded	6	3,501 - 5,500	\$6.57	\$39.42	-\$23.52
LED 160-164W	13	15,501 - Greater	\$2.41	\$31.33	\$63.18
Level 2 PT Customer Funded	4	3,501 - 5,500	\$6.57	\$26.28	-\$15.92
	55			\$308.19	\$131.89

ESTIMATED ANNUAL SAVINGS-->

\$1,582.68

Project Cost	\$21,025.60
Annual Savings	\$1,582.68

13.28

Years for R.O.I.

Quote # 2

Worksheet Date: 4/25/2025

Districts Included: Ogden, Smithfield, & 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 100W - Decorative	4	9,500	\$23.15	\$92.60
	HPS 150W - Functional	7	16,000	\$13.19	\$92.33
	HPS 400W - Functional	1	50,000	\$17.75	\$17.75
Schedule 12P & 12E City Owned Streetlighting	HPS 150W - 12P Deco	5	16,000	\$6.00	\$30.00
	HPS 400W - 12P	2	50,000	\$10.15	\$20.30
	HPS 100W - 12E Deco	9	9,500	\$1.81	\$16.29
	HPS 150W - 12E Deco	6	16,000	\$2.65	\$15.90
	HPS 400W - 12E	13	50,000	\$7.27	\$94.51
	MH 150W - 12E Deco	4	12,000	\$2.59	\$10.36
		55	\$440.08		

2025 PROJECT COST - NORTHERN // TIER 4

Functional	Conversion Project	Count of Lights	Labor	Material	Total
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 6	15,501 - Greater	17	\$90.72	\$333.00	\$7,203.24
Level 2 Post-Top	3,501 - 5,500	28	\$90.72	\$325.00	\$11,640.16
		55	\$21,025.60		
		Avg Cost per Light		\$382.28	

CCT Choice:		3000K or 4000K	3000K		Net Monthly Billing Difference
Post-LED Conversion	Count of Lights	Proposed LED Lumens	Proposed Monthly LED Base Rate	Proposed LED Monthly Total	
Level 6 Customer Funded	1	15,501 - Greater	\$9.72	\$9.72	\$2.10
Level 2 Customer Funded	3	3,501 - 5,500	\$6.57	\$19.71	\$18.51
Level 2 PT Customer Funded	4	3,501 - 5,500	\$6.57	\$26.28	\$66.32
Level 3 Customer Funded	7	5,501 - 8,000	\$6.99	\$48.93	\$43.40
Level 6 Customer Funded	1	15,501 - Greater	\$9.72	\$9.72	\$8.03
LED 40-44W	5	3,501 - 5,500	\$0.64	\$3.20	\$26.80
LED 160-164W	2	15,501 - Greater	\$2.41	\$4.82	\$15.48
LED 40-44W	9	3,501 - 5,500	\$0.64	\$5.76	\$10.53
LED 40-44W	6	3,501 - 5,500	\$0.64	\$3.84	\$12.06
LED 160-164W	13	15,501 - Greater	\$2.41	\$31.33	\$63.18
LED 40-44W	4	3,501 - 5,500	\$0.64	\$2.56	\$7.80
		55	\$165.87		\$274.21

ESTIMATED ANNUAL SAVINGS-->

\$3,290.52

Project Cost	\$21,025.60	6.39 Years for R.O.I.
Annual Savings	\$3,290.52	

- 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

Roadway	From	To	2023 AADT
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.

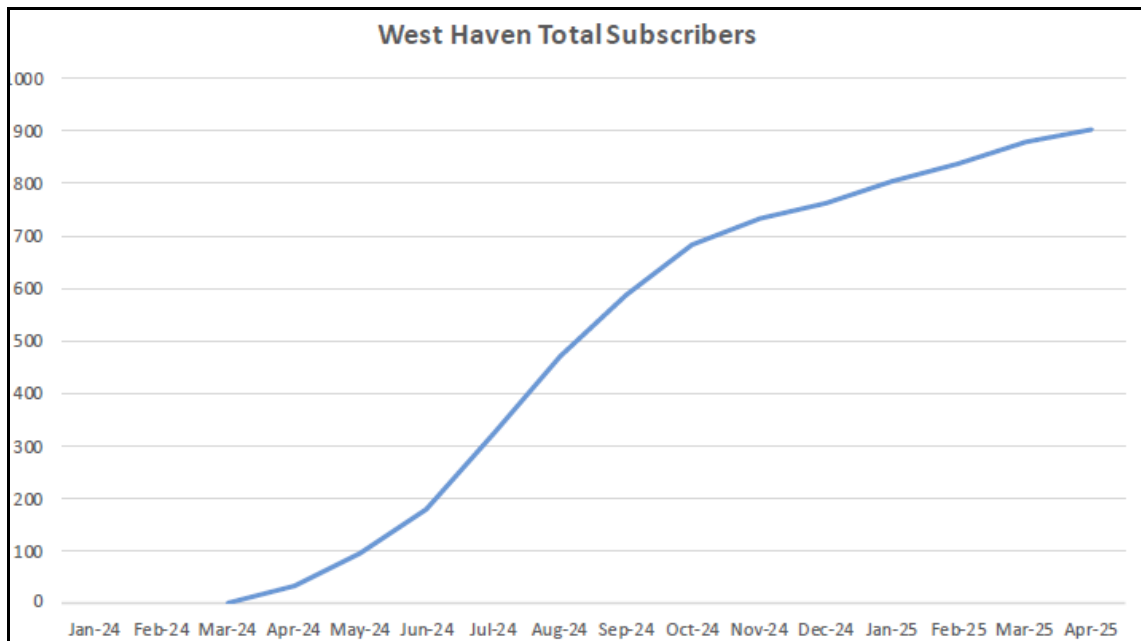
UTOPIA is an inter-local government agency that provides a fiber optic network in approximately 21 Utah cities, including West Haven City. More specifically, UTOPIA Fiber's gigabit-speed fiber-to-the-home network in West Haven provides high-speed broadband access to every residential and business address 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 contribute to UTOPIA equal to the shortfall between subscriber revenues and UTOPIA's debt service payment.

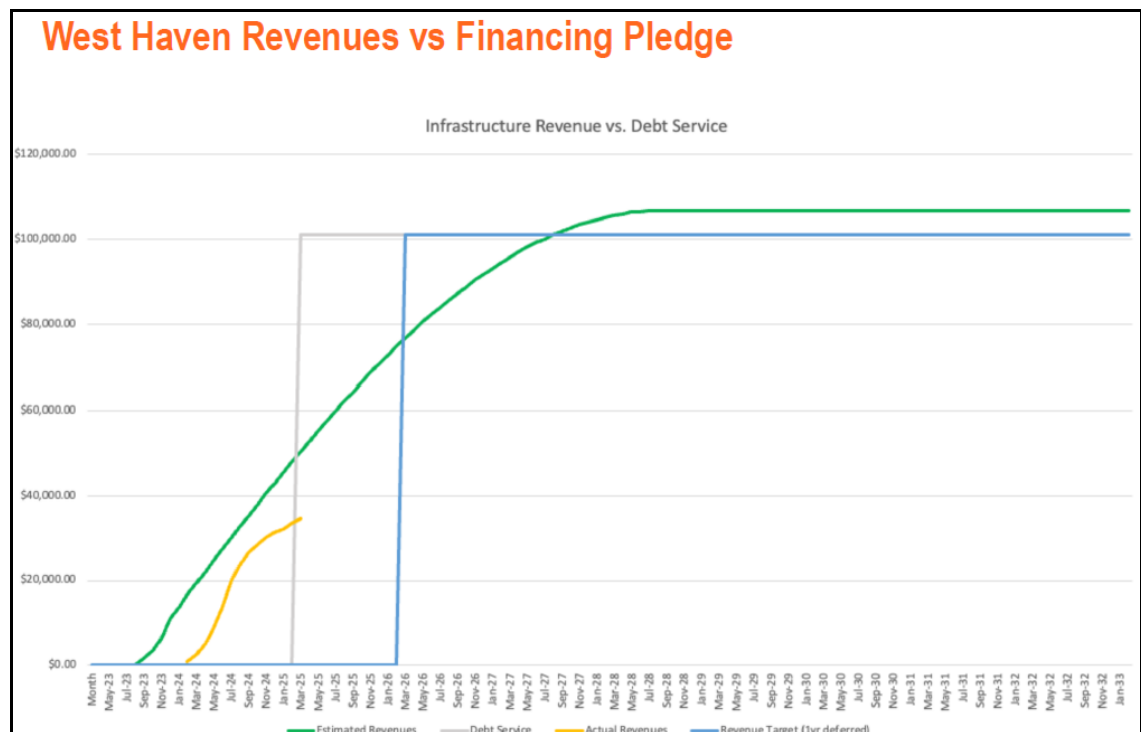
With the construction of the UTOPIA fiber optic network complete, the City utilizes the network for its operations and encourages residents and businesses to do the same. West Haven City residents can access fiber internet services starting at approximately \$65 per month for 250/250 Mbps, with options available up to 10 Gbps (up to 100 Gbps for business). West Haven residents and business owners can visit www.UTOPIAfiber.com 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 from March 2024 to April 2025.



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 \$27,500, 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.

6 Month Residential Take-rate Trends						
	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
Bountiful*	5.68%	5.47%	6.67%	5.99%	3.96%	6.76%
Bozeman*	16.04%	19.42%	19.47%	19.45%	19.36%	19.99%
Brigham City	43.32%	43.26%	43.71%	43.73%	43.90%	45.04%
Cedar Hills	32.46%	33.00%	33.74%	34.19%	34.37%	34.53%
Centerville	48.98%	48.24%	48.28%	48.47%	48.26%	48.17%
Clearfield*	24.71%	24.94%	25.51%	25.57%	25.64%	25.79%
Layton	43.04%	43.17%	43.77%	43.82%	43.86%	44.06%
London	59.63%	59.70%	60.26%	60.33%	60.49%	60.70%
Midvale	18.23%	18.21%	20.31%	20.04%	20.16%	20.78%
Morgan	68.70%	69.04%	69.53%	70.01%	70.09%	69.10%
Murray	30.28%	30.47%	30.88%	31.14%	30.47%	30.77%
Orem	36.48%	36.56%	37.83%	37.77%	37.76%	37.87%
Payson	43.12%	43.31%	43.86%	44.07%	44.27%	44.56%
Perry	54.29%	54.40%	54.94%	55.33%	55.33%	55.62%
Pleasant Grove	30.62%	31.10%	31.60%	31.86%	32.31%	32.69%
Santa Clara*	6.23%	6.99%	7.49%	7.63%	7.70%	7.98%
Syracuse*	24.29%	24.86%	25.38%	25.92%	26.46%	26.70%
Tremonton	43.25%	42.85%	43.35%	43.70%	43.81%	43.43%
West Haven*	13.99%	14.56%	15.32%	15.97%	16.38%	16.53%
West Point	45.89%	46.31%	46.47%	46.76%	46.92%	46.39%
West Valley City	16.71%	16.76%	17.18%	17.62%	18.11%	18.55%
Woodland Hills	63.65%	63.43%	65.29%	64.93%	64.93%	63.78%

*Cities under active buildout or less than 2 years of completion, not yet considered complete from initial sales/marketing efforts

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

On May 13, 2024, the City received the funds associated with the 2025 RAMP Grant, which has been receipted into FY 2025. The awards are not reimbursement grants, meaning that the grant award did not require the expense to occur first. As such, the City has earned and recognized this revenue at the time of receipt (based on the terms of the award) in FY 2025.

The Finance Director has created a restricted account for grants in FY 2025, which earmarks the fund balance for grant purposes, with these balances rolling forward to FY 2026. Although the revenue was recognized in FY 2025, it will still be available to spend in FY 2026 as a “use of restricted fund balance”. The Finance Director will track the spend-down of these funds on a separate spreadsheet and adjust the restricted account accordingly. This budget memo acknowledges the efforts of City employees to secure grant funds and, accordingly, provides this explanation of the funding source; with \$0.00 budgeted in 10-3747 RAMP Grant, and \$174,000 will be budgeted in *13-3999 Use of Fund Balance*. Budget \$0.00

- 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 (3rd 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.

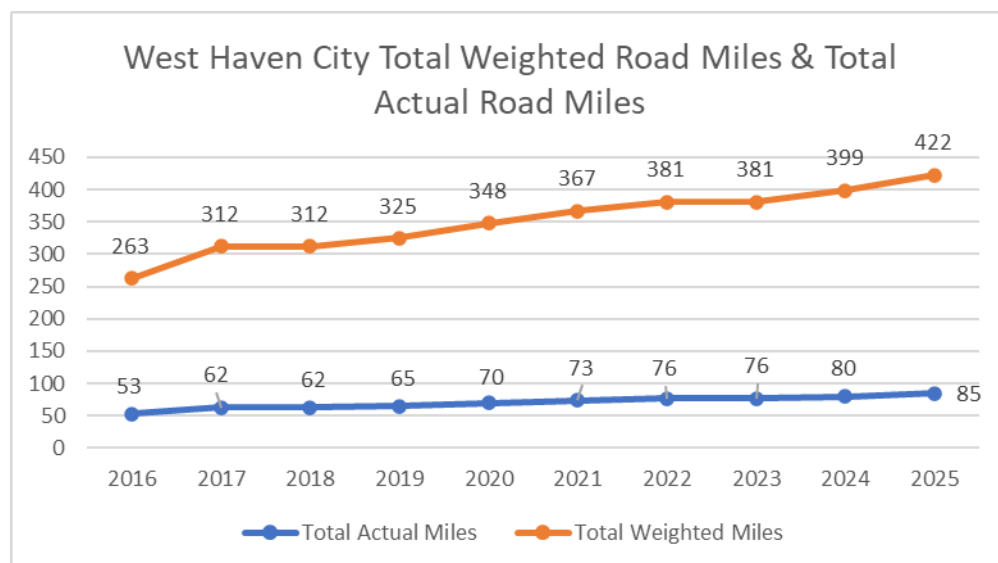
City staff believe it prudent to estimate growth-related revenue, such as building permits, conservatively due to variables such as interest rates, local economy, and cost of materials and supplies. All revenue estimates associated with building permits are derived from estimating that there will be 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*.

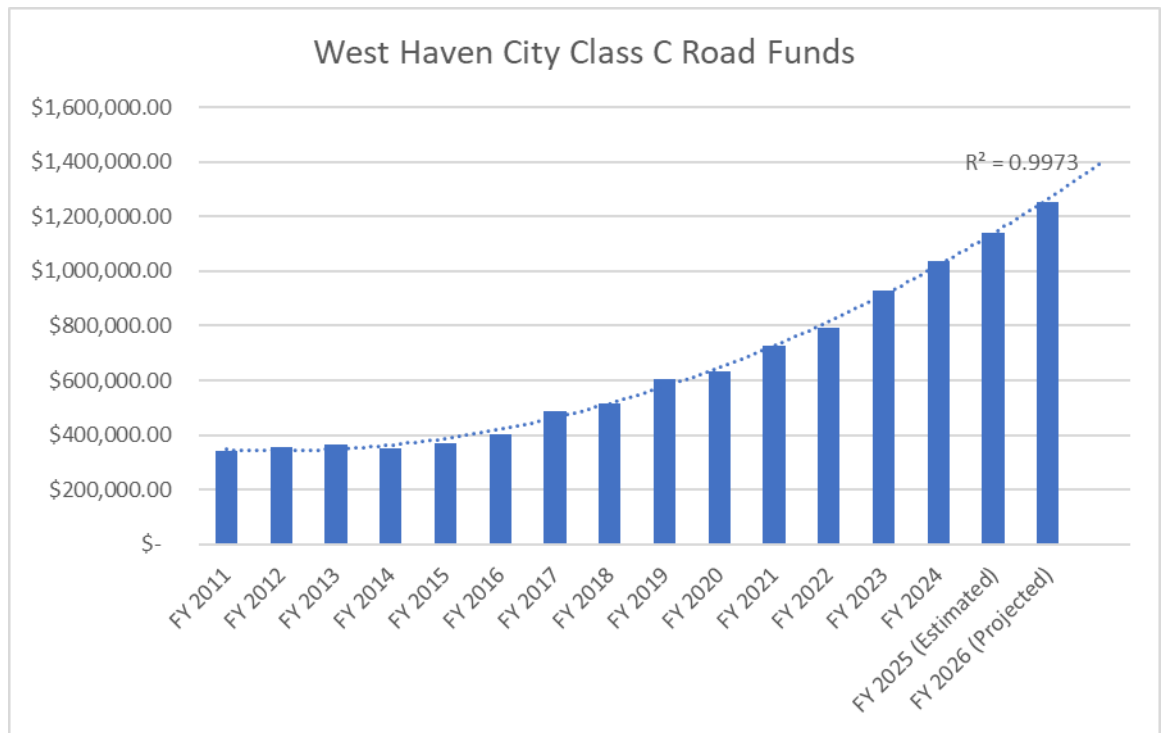
- **13-3456 Class C Road Allotments.** In Utah, Class C Roads consist of all public roads not Federal, State, or County. West Haven receives Class C Road funds derived from taxes paid on gasoline. Unlike Road Impact Fees, the Class C Road funds may be spent for maintenance or construction on any of the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

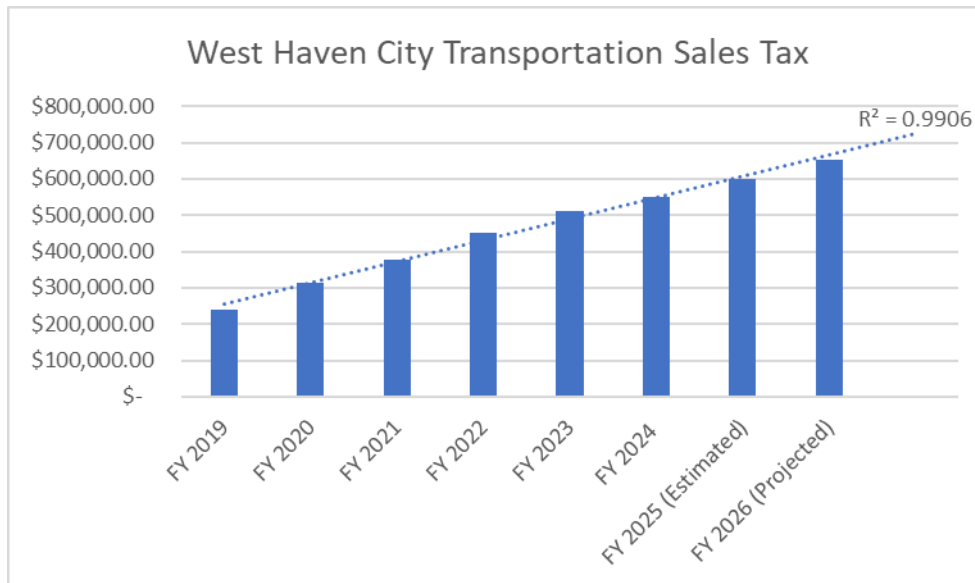
- **13-3457 Transportation Sales Tax.** In 2015, the Utah State Legislature recognized the need to provide additional funding sources for local governments to fund transportation and enacted House Bill (HB) 262. This House Bill authorized counties to impose and voters to approve a 0.25% Transportation 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 \$37,000. That price includes playground structures for both locations, as pictured below. Budget \$37,000.



- **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.

Parts & Labor	Amount
Seat	\$358.45
Switch ¹	\$64.10
Switch ¹	\$139.70
Grille ¹	\$772.80
Grille ¹	\$834.40
Lamp	\$850.00
Light ¹	\$173.60
Light ¹	\$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

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 (13-4535)
 - \$115,000- Park Impact Fee Expenditures (13-4530)
 - \$225,000
- Windsor Park Phase 2 (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 (13-4550)
 - \$70,000- Park Impact Fee Expenditures (13-4530)
 - \$134,000
- **Expansion of Bleachers-R. Kenneth Baldwin Country Park.** In FY 2025, the City staff ordered bleachers for approximately \$150,000, with grant funds. City staff had planned on receiving two bleachers, but the actual purchase price of \$150,000 included four bleachers. Since City staff had planned to receive only two bleachers, the City's contract with Bowen Construction only included the assembly and installation of two bleachers.

The material for the other two bleachers was stored through the winter. In January 2025, the City applied for and received RAMP Grant funds to assemble the two remaining bleachers and purchase and install one additional bleacher. More specifically, the City was awarded funding for one bleacher (\$39,507), bleacher installation (\$18,000), bleacher site prep (\$8,500), and concrete pad and anchors (\$11,000) at the County Park (referred to as the Bleacher Expansion Project). The total cost of the Bleacher Expansion Project is \$152,007, with \$77,007 being in RAMP grant funding and the City paying the balance of 75,000.

During FY 2025, it is anticipated that Bowen Construction will be able to complete the following portions of the Bleacher Expansion Project: complete the bleacher site prep, concrete pads and anchors, and the assembly and installation of the two additional bleachers that the City had been storing on site. The additional bleacher had a shipping date of June 19, 2025, and is expected to be assembled after June 30, 2025, which will be in FY 2026. As such the City needs to carry funds forward to pay to complete this project. Specifically, it is proposed that \$10,000 be budgeted in FY 2026 for the assembly of one bleacher

These elevated bleachers are necessary to create an unobstructed view of the arena, which is otherwise obscured by the return alley used by animals during the rodeo events, and to provide additional seating. The existing bleachers are being relocated to other locations around the arena. The City has used impact fees for the remaining funds not paid for by grant funds. The existing bleachers must remain in use at the Country Park so that the new bleachers, which in part use some impact fee funds, are impact fee eligible (i.e., adding capacity to the park system).

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. More specifically, the impact fees may be used as the funding source to provide the matching funds required by the RAMP Grant. Budget this project as follows:

- \$10,000- Total Project Estimated Revenue
 - \$ 10,000- Impact Fees (13-4530 Park Impact Fees)
 - \$10,000
- \$10,000- Total Project Estimated Expense
 - \$ 10,000- Impact Fee Expenditures (13-4530 Park Impact Fees)
 - \$10,000
- 13-4532 Impact Fees- Green Farms
 - **Poulter Pond (Shoreline Improvements to 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.

Under this partnership with Nilson Homes, the following amenities have been constructed: a five-acre fishing pond, inlet and outlet to the pond, an aerator, a walking trail that surrounds the pond, two fishing

piers, restrooms, a parking lot, some tree plantings, and other miscellaneous improvements. Future improvements to the pond will be the City's sole responsibility.

In the spring of 2025, the City applied for the Utah Outdoor Recreation Grant (UORG), which provides funding for new outdoor recreation infrastructure projects and helps communities build recreation amenities. Unfortunately, during the 2025 grant cycle, there were more than \$13 million in requests, with only \$2 million in funding available, and no grant funds were awarded to West Haven City.

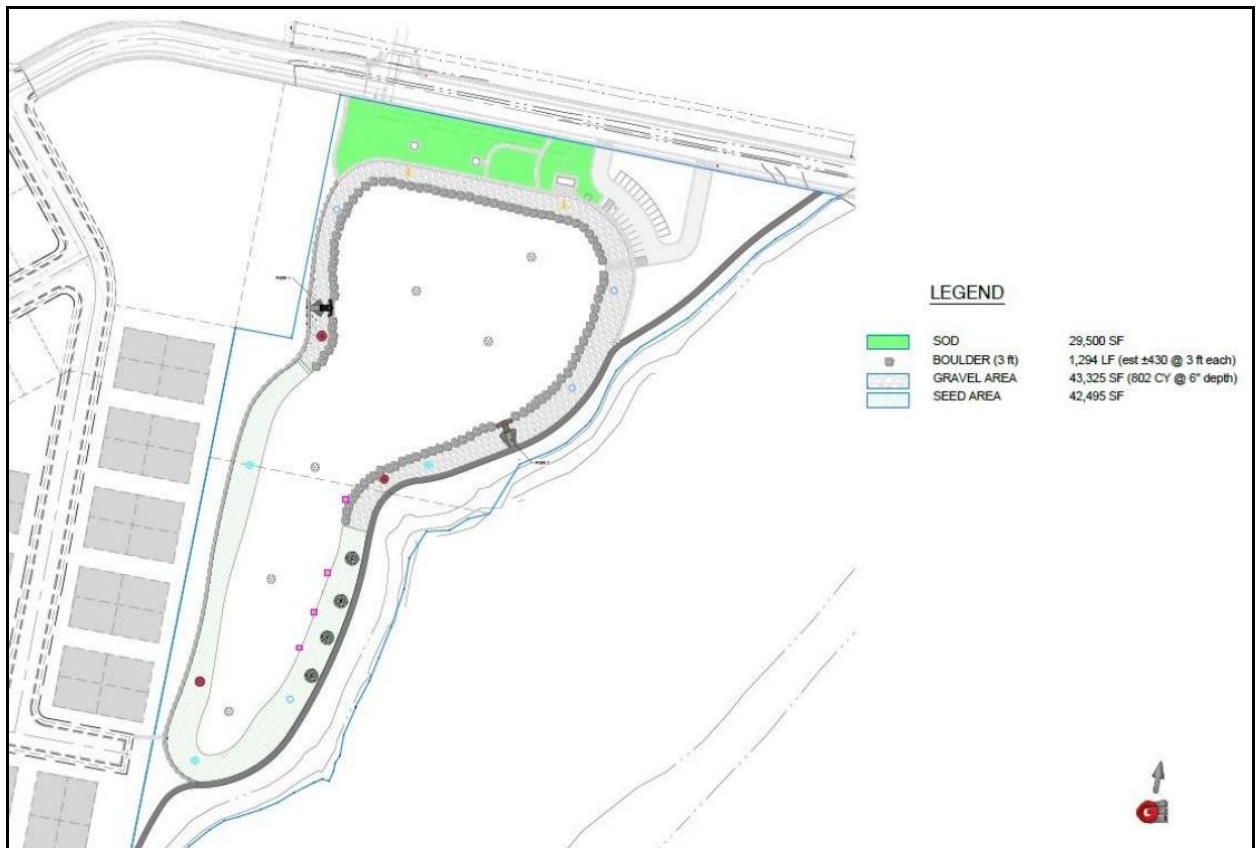
The City's grant application to UORG was for rocks, gravel, shrubs, and native grass at the waterline and the area between the walking trail and the water (see map below). These improvements will help preserve the shoreline's integrity, which is currently experiencing some soil erosion around the pond as shown in the pictures below.



Under the direction of Chris Penne, manager of Northern Region Aquatics Program, DNR, West Haven has selected the specific native grass, vegetation, and rocks to help reduce erosion and create an ideal environment for a fishing pond. Rocks, of various sizes, approximately one to two inches in diameter, will be placed at the waterline. Gravel will be at the top of the slope, with crushed rock at the crest and around the north, east, and west sides. In the spawning area of the pond, vegetation will be planted to protect the fish, consisting of native grasses, various trees, and shrubs. This vegetation will keep the health of the fish at an optimum level. It should be noted that fish have already been introduced into the pond, and the pond is open to the public for fishing.

In addition to preserving the shoreline's integrity, the improvements described above will help maintain the water quality necessary for the fish. The weekend after the trout were planted in Poulter Pond, several storm events occurred, and minerals from the shoreline were washed into the pond, resulting in a higher salinity level. This led to the perishing of some of the trout. This planned project is expected to help mitigate this issue in the future.

The landscaping and rock placement to protect the pond's shoreline will be the pond's concluding construction piece. Budget \$140,100.

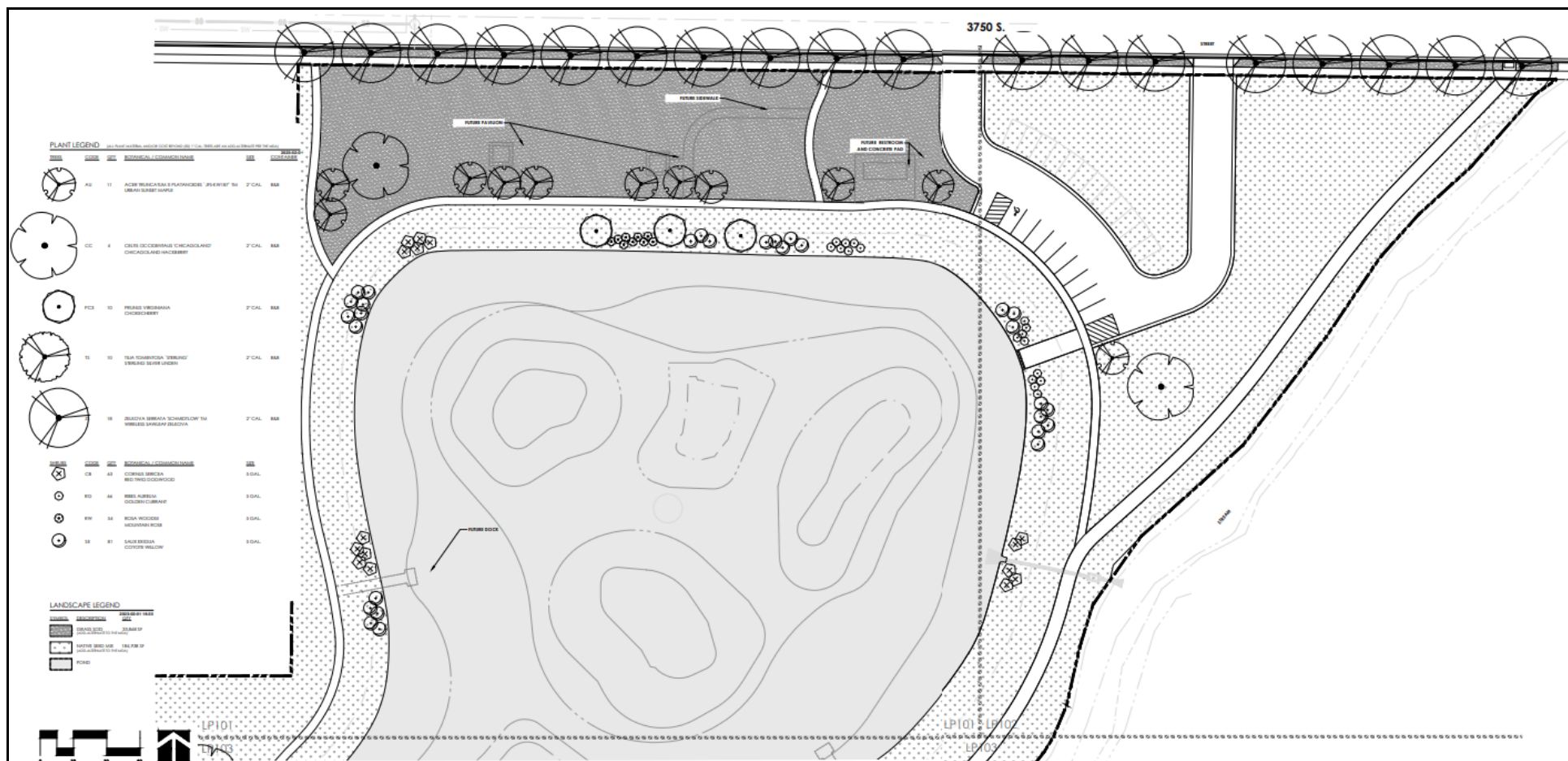


Ordinance No. 34-2019 adopted the Impact Fee Facilities Plan and Impact Fee Analysis for Parks. Park improvements that add capacity to the City's park system are identified as being impact fee eligible. Budget this project as follows:

- \$141,000- Total Project Estimated Revenue
 - \$141,000- Impact Fees (13-3473 Park Impact Fees- Green Farms)
 - \$141,000
- \$141,000- Total Project Estimated Expense
 - \$141,000- Park Impact Fee- Green Farm (13-4532 Park Impact Fees- Green Farms)
 - \$141,000
- **Poulter Pond Park (Park Amenities).** The Poulter Pond Park plan includes future amenities such as a 30' x 30' pavilion, playground, grass area, and other landscaping improvements as shown in the map below. The City intends to apply for 2026 RAMP Grant funds. The FY 2026 Budget has appropriated funds to match the RAMP Grant funds or will otherwise be used to advance the construction of these aforementioned amenities.

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



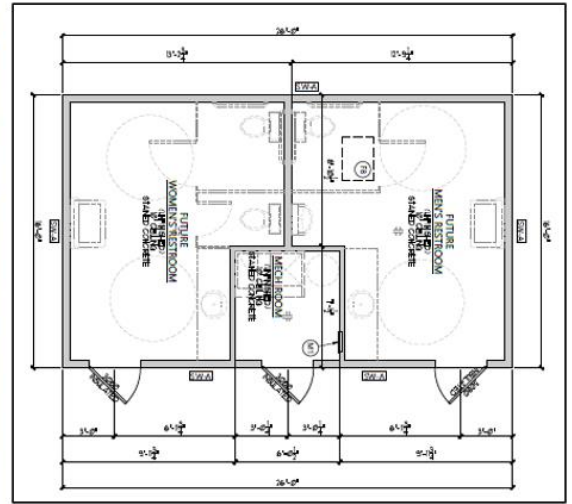
- Green Farm's Community Center Park Restroom (Completing Existing Wood Structure as Restroom) & Constructing New Storage Shed. The Parks & Recreation Director has identified the need to complete the public restroom at Barn Community Center Park. Restrooms would provide a needed amenity and complement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

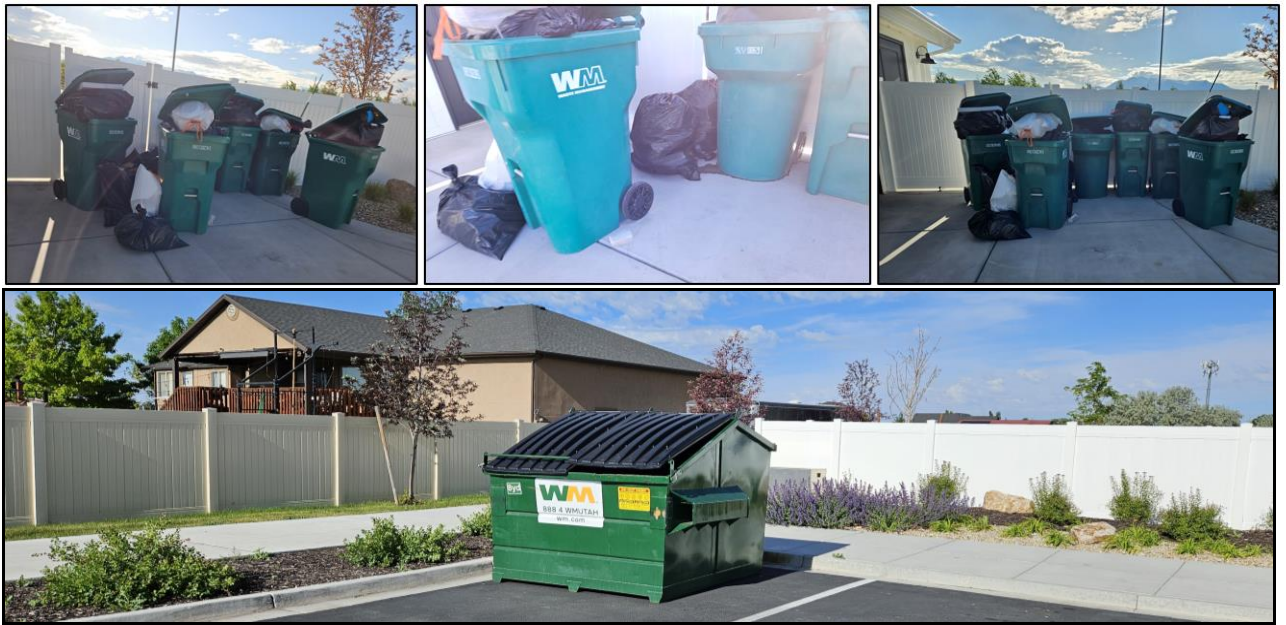
13-4533 Parks CP- Unrestricted.

- Playground Border Replacements. 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.





- **Dumpster Enclosure at the Barn Community Center.** The public has been renting the barn for significant life events, including weddings, baby showers, and birthdays. During May 2025, the Barn is estimated to be used 45% of the available time; the facility could be rented. One of the impacts of high use is the amount of refuse generated and stored on-site until garbage collection day. Until recently, the facility was serviced by residential containers stored on the patio, which were moved to the curb on garbage pickup day. During one week in May, as many as thirteen garbage containers were stored on the patio until garbage collection day.



City staff has arranged a dumpster to service the facility, rather than storing residential containers on the patio. Dumpster offers a more efficient and versatile solution for waste disposal compared to individual trash cans, particularly for facilities that generate significant amounts of refuse.

This budget proposes the installation of a dumpster enclosure, which is typically required and expected for commercial and institutional facilities. The proposed dumpster location is shown on the map below. In selecting this proposed dumpster location, considerations include storing the garbage far enough away from the Barn facility and the adjoining residential use, in an effort to reduce the visual, odor, and noise impacts associated with the dumpster being emptied and with people disposing of garbage into it. However, when the dumpster was delivered, it was located in a different location. City staff is monitoring for any complaints or complications related to noise, smells, etc., at the current location.



The dumpster enclosure is anticipated to be constructed from masonry block with a thickened concrete approach and pad to withstand the weight of the garbage truck. Other design features will include locking mechanisms to prevent unauthorized use by the general public and a man-door for easy access by renters. The Engineering Department estimates \$10,000 for concrete work and site preparation, \$5,000 for grading and restoration, \$20,000 for footing, walls, and gates, and a \$5,000 contingency. While this may seem a significant cost, it should be noted that for May and June of 2025, which represent which months of the facility will have high usage and the potential to generate significant amount of refuse, the Barn rental fees are anticipated to generate \$14,500 and \$14,700 respectively (totaling \$29,200). Budget \$40,000.

https://www.cheyennecity.org/files/sharedassets/public/v/1/departments/planningdevelopment/commercial-trash-enclosures-design-considerations_202003090027375007.pdf

- 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	

13-50 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. As such, the 8-stall covered parking structure (as shown below) is estimated to cost \$10,400. It is suggested that 16 stalls will be covered for \$20,800 at the City Offices. Budget \$20,800.



- *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.

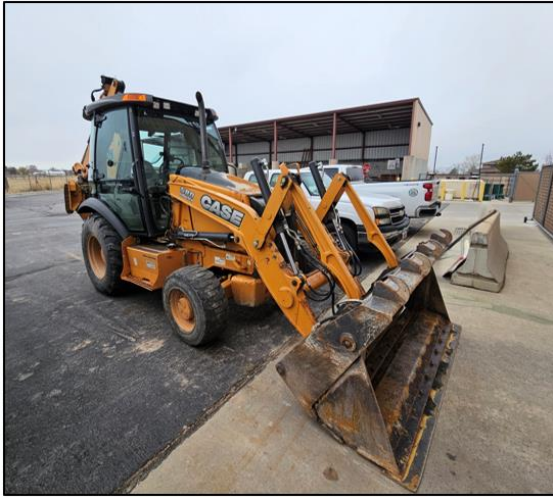
The new Public Works, Parks, and District building is an investment in the future of the City and District and will require financial planning and coordination. The cost to construct the building described above is unknown, and the first step towards financial planning and coordination between the City 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.

Date	Hours	Amount
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% to WHSSD and 67% 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

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 \$
- 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.

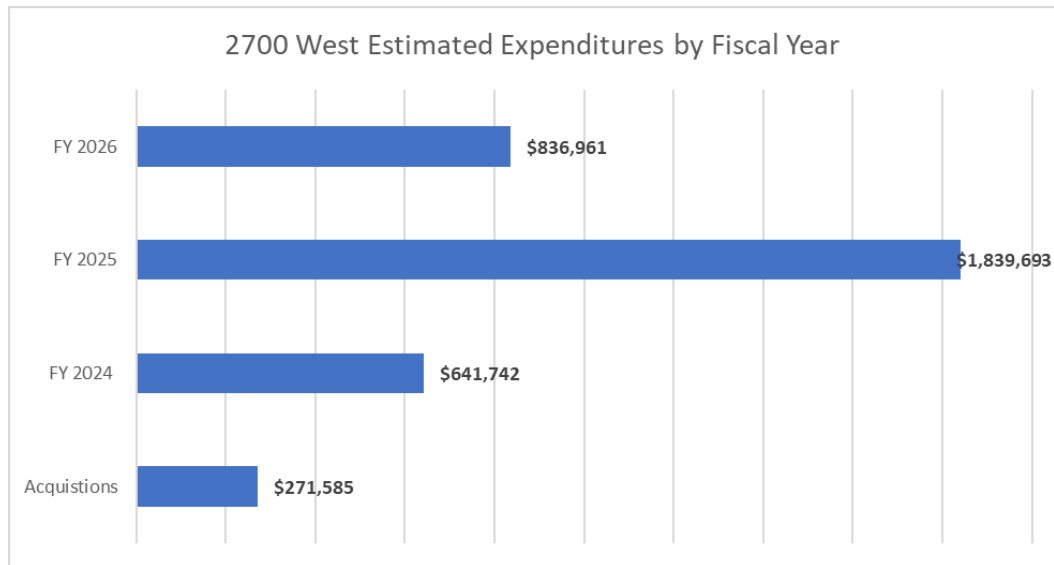
- **2700 W Roadway Improvement Project- Contract Award.** At the March 5, 2025, City Council meeting, the Council adopted Resolution 10-2025, awarding the 2700 West Roadway Improvement Project in the amount of \$1,413,647.50 to Staker Parson.

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 project costs for FY 2026 to be as follows:

- \$837,000- Total Project Estimated Revenue
 - \$837,000- WACOG Funds- Funding Year 2024 (13-3310 Federal/Local Grants)
 - \$837,000
- \$837,000- Total Project Estimated Expense
 - \$837,000- 2700 W Road Project (13-6085)
 - \$837,000

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.

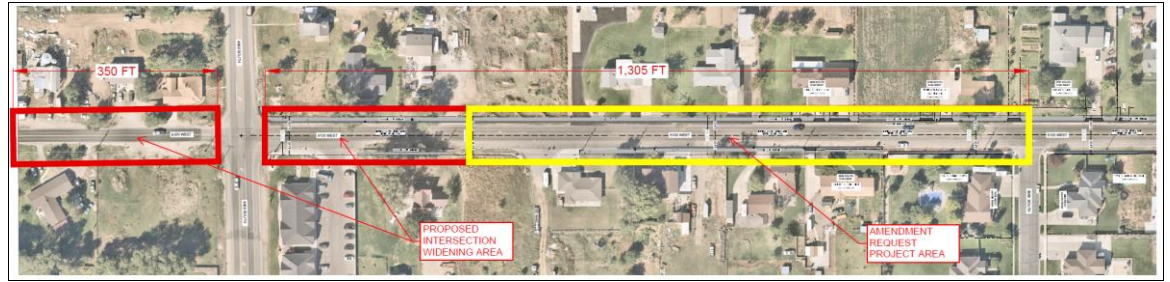
Project Funding. The City has entered into several local transportation funding agreements with Weber County (also called WACOG) for the project and an Interlocal Agreement with Hooper City. The grant agreements require the City to provide matching funds, all summarized below.

- *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.

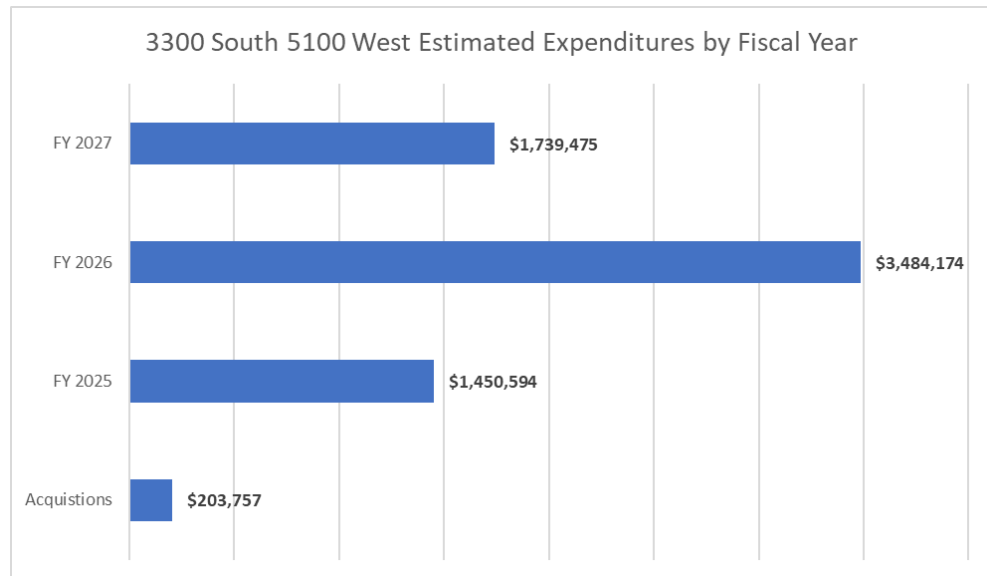
On March 19, 2025, the City Council approved payment to Kapp Construction for \$243,980.13 (Inv. # 2500201), 49% of the overall contract of \$ 499,175.80. On April 28, 2025, the City Council approved payment to Kapp Construction for \$109,509.02, which was ###% of the overall project.

- **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. This capital project will be constructed over multiple fiscal years, with the project costs for FY 2026 to be as follows:

- **\$3,197,274- Total Project Estimated Revenue**
 - **\$2,357,274- WACOG Funds – Funding Year 2025 (13-3310 Federal/Local Grants)**
 - **\$840,000- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)**
 - \$3,197,274**
- **\$3,197,274- Total Project Estimated Expense**

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 March 20, 2024, the City adopted Resolution 10-2024 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 project costs for FY 2026 to be 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
- 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 \$250,000 in Corridor Preservation funds to Sales Tax funds programmed for CY 2024; \$100,000 for construction programmed for CY 2025; and the Surface Transportation Program (STP) funds have committed \$1,107,300 for construction. The City committed \$200,000 in local matching funds towards the project.
- 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 project costs for FY 2026 to be as follows:

- \$828,650- Total Project Estimated Revenue
 - \$628,650- WACOG Funds- Funding Year 2025 (13-3310 Federal/Local Grants)
 - \$100,000 for environmental work
 - \$250,000 for right-of-way acquisition
 - \$200,000 Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
 - \$828,650
- \$828,650- Total Project Estimated Expense

- 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 project costs for FY 2026 to be as follows:

- \$1,746,000- Total Project Estimated Revenue
 - \$746,000- 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)
 - \$1,746,000
- \$1,746,000 Total Project Estimated Expense

- 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 March 20, 2024, City Council meeting, the City adopted Resolution 10-2024 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 project costs for FY 2026 to be 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
- **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 to sell their property 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 be constructed over multiple fiscal years, with the project costs for FY 2026 to be as follows:

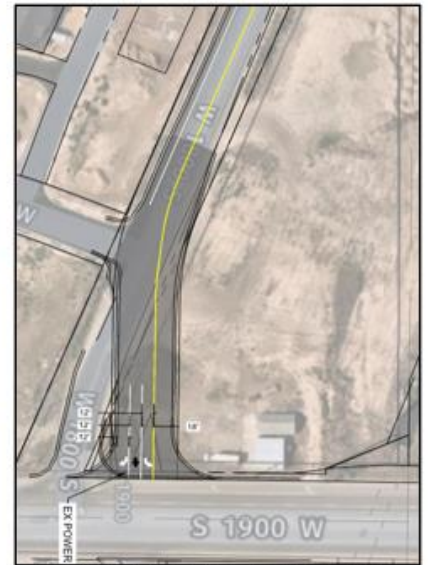
- \$1,750,000- Total Project Estimated Revenue
 - \$1,050,000- WACOG Funds (13-3310 Federal/Local Grants)
 - \$700,000- Unrestricted Cash (13-3999 Use/Contribution of Fund Balance)
 - \$1,750,000
- \$1,750,000- Total Project Estimated Expense



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 C.

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 C. 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 C. 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 C. 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.

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.

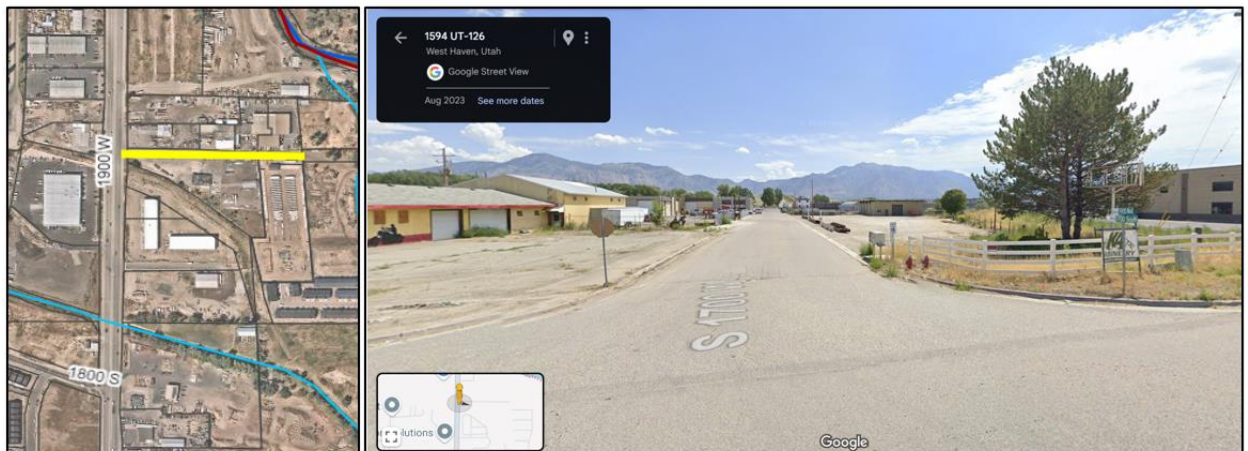
When a new subdivision is constructed, sidewalk installation is required where possible and practical. However, given the significant undeveloped frontage in the City, there are areas that could be feasible for sidewalk installation projects. To evaluate the need for sidewalks, the City Council approved 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.

- 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 D, 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.

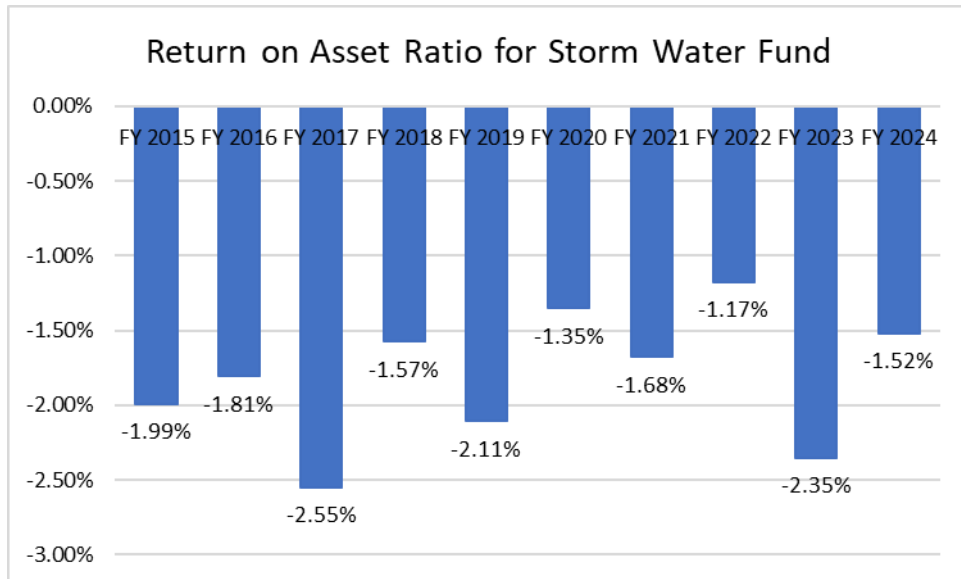
Analysis of Fund. An approach to examining the financial health of a business is the Return on Assets Ratio, which is an expression of how much revenue is generated from an enterprise's assets. The Return on Asset Ratio is calculated as follows: Operating Income (Operating Revenues minus Operating Expenses) 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
Net fixed assets	\$5,330,233	\$7,123,661	\$7,234,364	\$7,609,536	\$8,210,502	\$10,874,359	\$12,828,764	\$14,079,239
Net operating income	\$(135,740)	\$(112,185)	\$(152,340)	\$(102,781)	\$(137,676)	\$(127,731)	\$(301,686)	\$(213,579)
Return on Assets	-2.55%	-1.57%	-2.11%	-1.35%	-1.68%	-1.17%	-2.35%	-1.52%

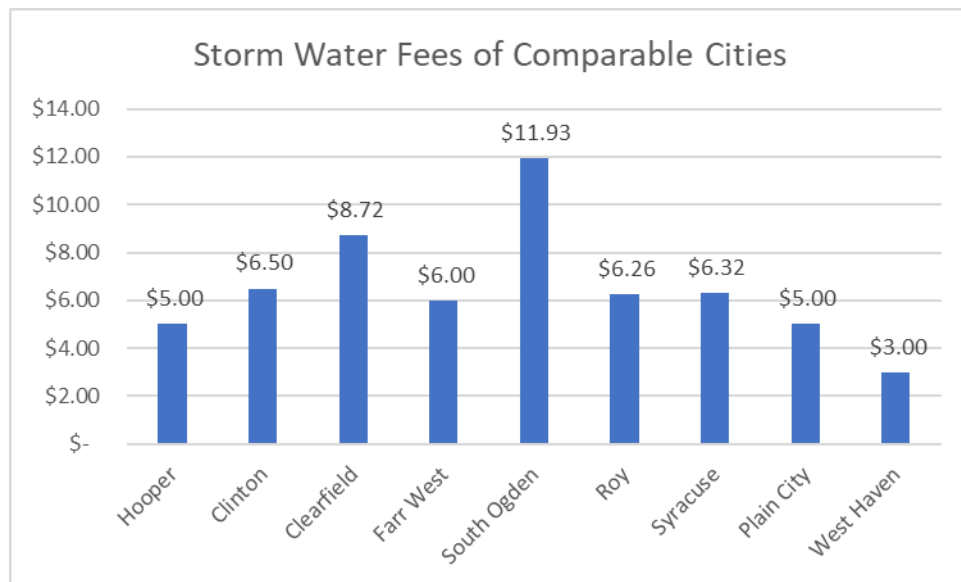
As stated above, the Storm Water Fund is an enterprise fund managed on a fiscal basis, similar to privately owned utilities or other business organizations. The above table shows that this Fund has a negative operating income, which means that operating expenses exceed operating revenues. Consequently, 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, its financial consultant, to complete a comprehensive Storm Drain Utility Fee Study. The study was 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 in comparison to projected utility expenses over 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.

When considering the adoption of new stormwater utility rates, the City believes that the new rates must meet the following objectives.

- Revenue Sufficiency. The rate structure must ensure revenue sufficiency to meet operational and maintenance (O&M) obligations, construct necessary infrastructure (including repair and replacement, as well as new capital expenses), and enhance the overall creditworthiness of the utility's 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 should be based on sound financial analysis that effectively forecasts annual system revenues and expenses, thereby preventing excessive rate fluctuations that may 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 should clearly explain 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.

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, Kanesville 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 D 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 Costs¹	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 ²
Green Farms to 3300 S	\$81,000	2,700	Done by County FY 2025- \$17,987
East of 2700 W	<u>\$96,000</u>	<u>3,200</u>	Area needing maintenance ²
Totals:	\$266,460	8,882	
Howard Slough Maintenance:			
4150 S to 4600 S	\$153,000	5,100	Area needing maintenance ²
Salt Point to 4000 S	<u>\$51,600</u>	<u>1,720</u>	Area needing maintenance ²
Totals:	\$204,600	6,820	

Note ¹: The estimated cost is based on \$30.00 per linear foot.

Note ²: 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. Failing to adequately budget for depreciation could ultimately result in the erosion of 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.

- 51-4462 Professional Services (Storm Water Rate Fee Study). As stated above, in FY 2025, the City engaged LRB Public Finance Advisors, its financial consultant, to complete a Storm Drain Utility Fee Study. The objective of this study is to complete a comprehensive storm drain utility fee study designed to generate revenues adequate to operate and maintain the water system properly, comply with regulatory requirements, and fund storm system capital projects. More specifically, the financial consultant is proposed to create a financial rate model in Excel and explore various options for rate increases, with deliverables noted below.
 - Excel water rate model
 - Word document summarizing 3-4 rate options and assumptions used in the model.
 - Meetings, as required, to review rate model and explore rate options.
 - PowerPoint presentation

This study will span the period from FY 2025 to FY 2026 and is anticipated to be completed in September 2025, following the start of FY 2026. The total budget for this project is \$12,000. There has been some work that City staff have needed to complete before LRB can start the project in earnest. As such, most of LRB billing is anticipated to occur in FY 2026. Budget \$12,000.

51-4462 Professional Services (Generators at Pump Station). 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 as described above. One of these pump stations has backup electrical generators to ensure continuity of operations during emergency events.

The generator requires regular servicing to ensure it remains operable. For this reason, it is recommended that the City enter into a service agreement with a service provider to perform biannual servicing through the maintenance agreement and conduct a load test. All the generators run for 30 minutes once a week. This budget proposes that the City enter into a service agreement with a service provider to provide routine and annual maintenance with an estimated cost of \$800 per generator serviced biannually. Budget \$1,600

- 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

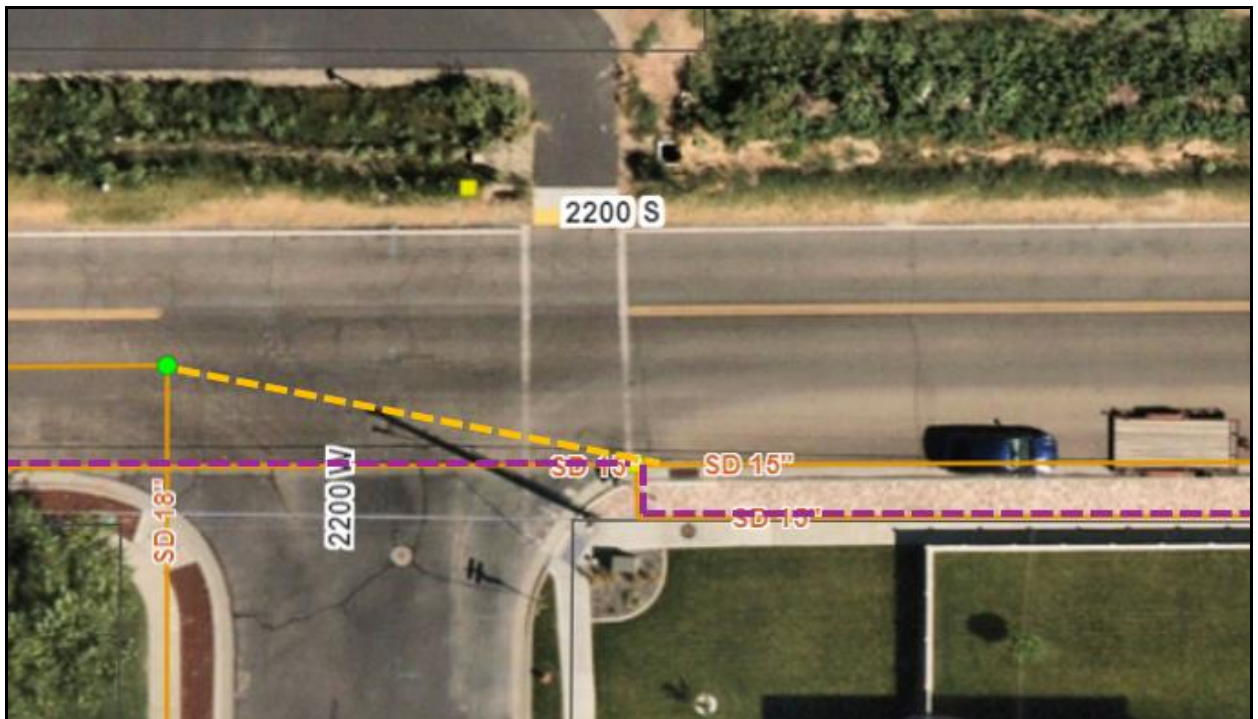
The FY 2026 budget proposes funding of \$286,900 to continue moving this project toward completion.

- 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.



- ⊖ ~~This project is being deleted as it was completed in FY 2025. 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, some necessary changes are required. One of these changes is to remove a catch basin located near the City's salt storage facility for roads, at the Public Works Complex. The requirement is that catch basins are not located closer than 50 feet to salt storage to prevent salt from entering the storm drain system and ultimately contaminating waterways. As such, the City needs to cap the catch basin (see the catch basin within the dashed circle) and regrade the area to improve drainage. Budget \$25,000.



During the City Council discussion on April 28, 2025, during the budget meeting, Councilmember Morse asked whether the City could relocate where the road salt is stored to eliminate the need to reconfigure a storm drain project within the City's Public Works yard. Essentially, the salt does need to be covered so that it does not clump, making it difficult to apply to the road. For this purpose, the City built the salt shed shown below. There is no location where the City could store the salt within the shed, which would be more than 50' from the storm drain inlet. For this reason, the storm drain reconfiguration project is still necessary. However, the Public Works Department will do much of the work required for this project itself, which will help to keep the costs lower.



- 2775 S / Windsor Drain Relocation. This project proposes relocating approximately 420 feet of existing storm drain pipe located on a resident's 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

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- UTOPIA Subscriber Report May 2025



Appendix C- 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
	TOTAL COMBINED	\$633,148
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
	TOTAL COMBINED	\$2,092,355

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

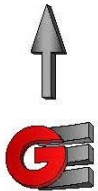
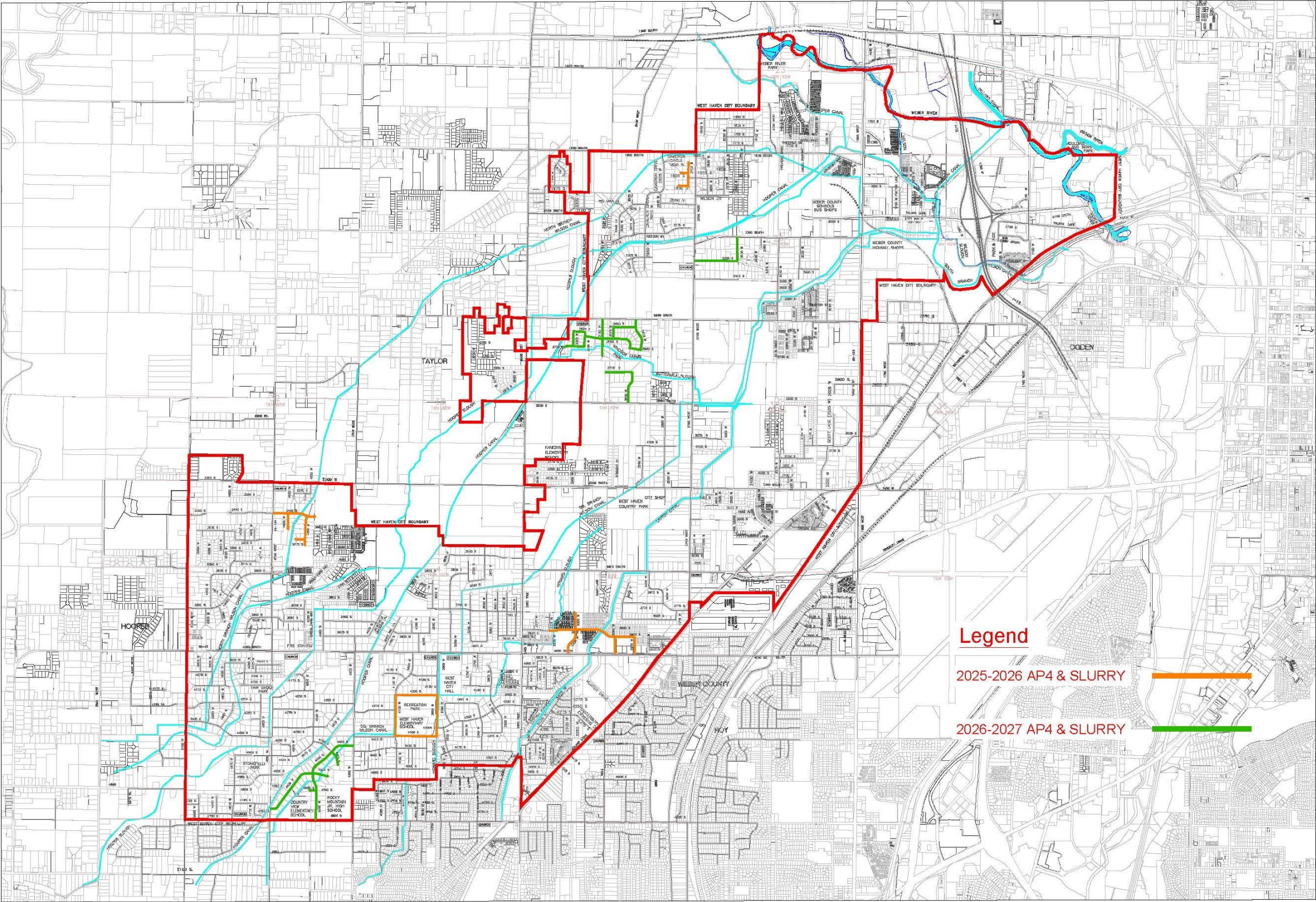
OVERLAY / ROAD PATCHING 2026-2027			
Schedule C - Totals Projects			
Project Name		Total	
4300 W - (4000 S to 4800 S)		\$	298,056.14
4600 S (3500 W and Midland)		\$	251,753.55
Kansville Meadows Roads/Subdivision		\$	998,762.14
TOTAL		\$	1,548,571.84

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

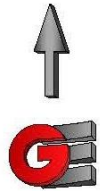
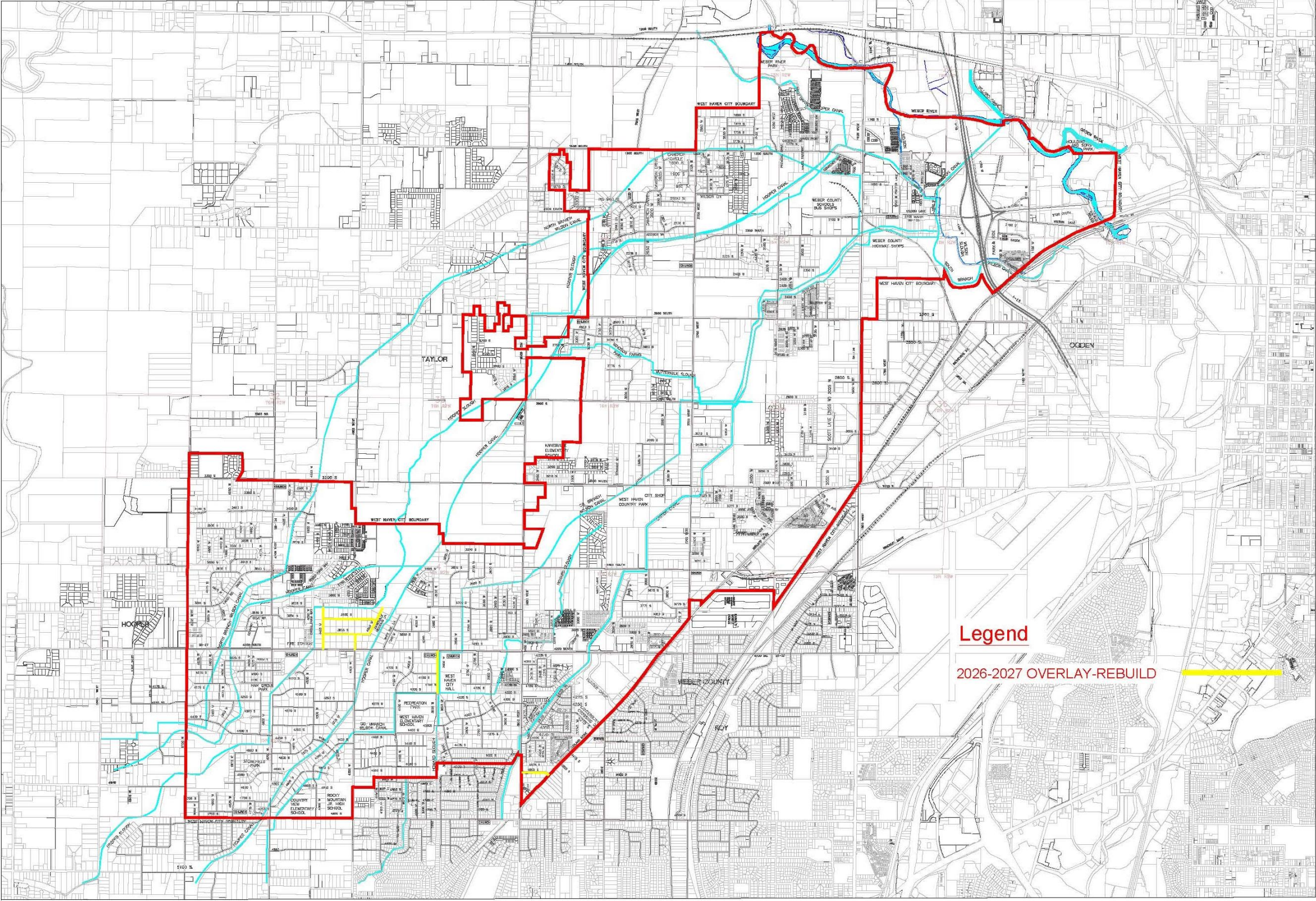


WEST HAVEN CITY
ROAD MAINTENANCE PROJECT
OVERVIEW
WEST HAVEN CITY, UTAH



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Road Maintenance Project Overlay-Rebuild



Revisions		Date: 2/10/25
Date	Description	Scale: Designed: RC Drafted: LZ Checked: RC

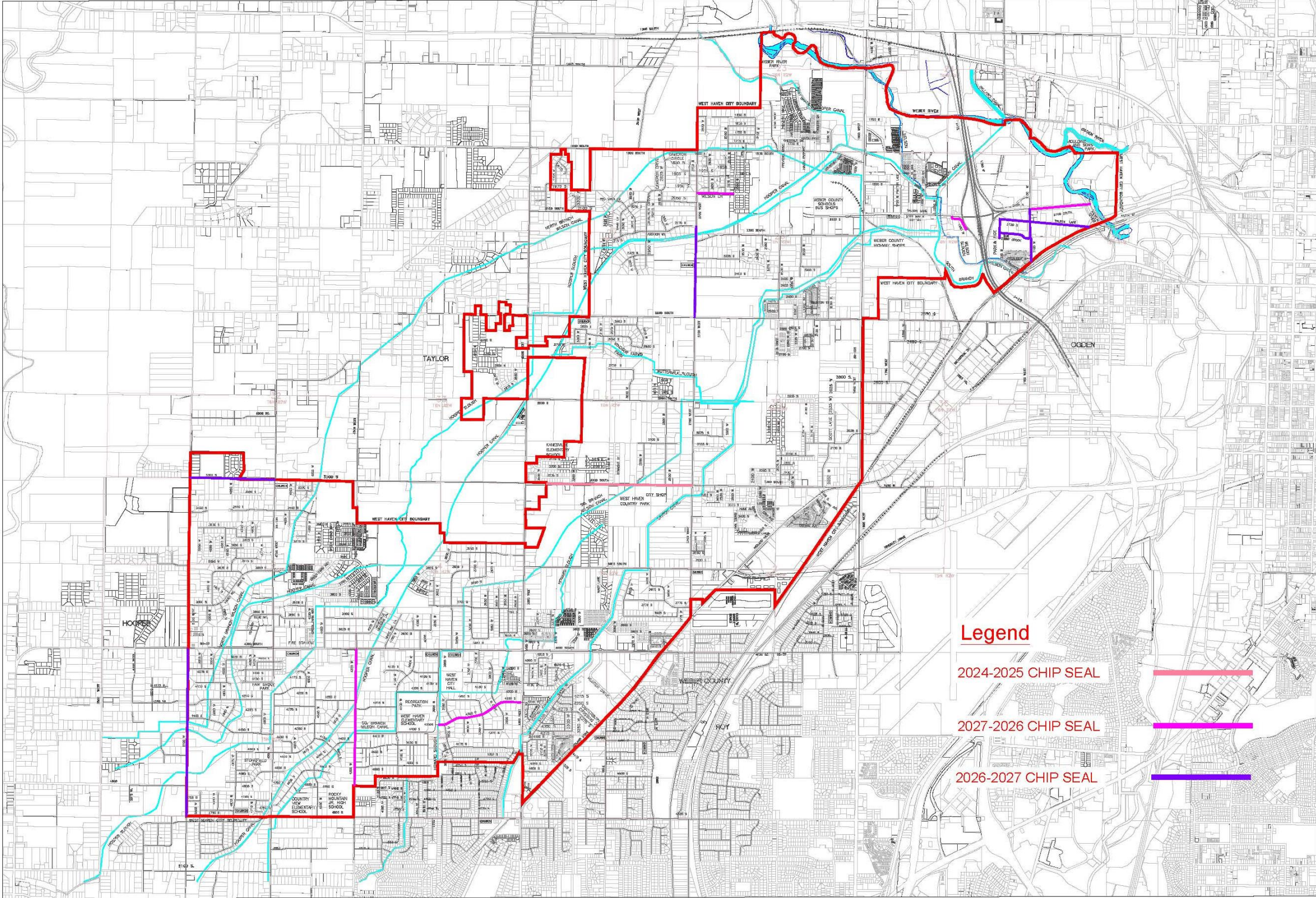


WEST HAVEN CITY
ROAD MAINTENANCE PROJECT
OVERVIEW
WEST HAVEN CITY, UTAH

5150 SOUTH 375 EAST - OGDEN UT, 84405 - 801.476.0202

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3 Year Road Maintenance Project Chip Seal

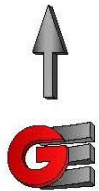


Legend

2024-2025 CHIP SEAL

2026-2027 CHIP SEAL

2027-2028 CHIP SEAL



Revisions		Date	Description



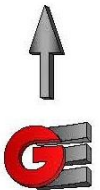
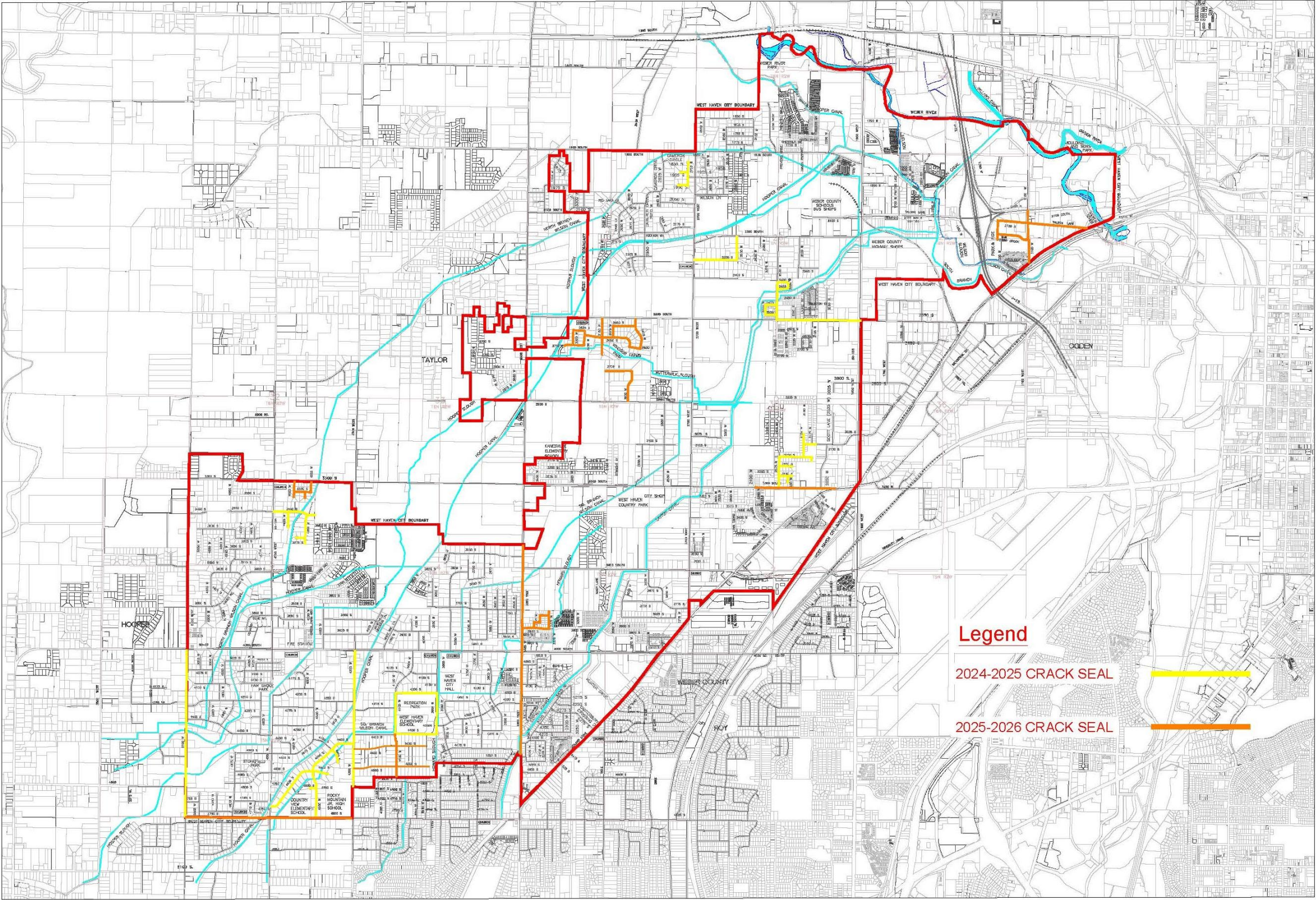
WEST HAVEN CITY
ROAD MAINTENANCE PROJECT
OVERVIEW
WEST HAVEN CITY, UTAH



3

4

Road Maintenance Project Chip Seal



Revisions		Date: 2/10/25
Date	Description	
	Scale:	Designed: RC
	Drafted: LZ	Checked: RC

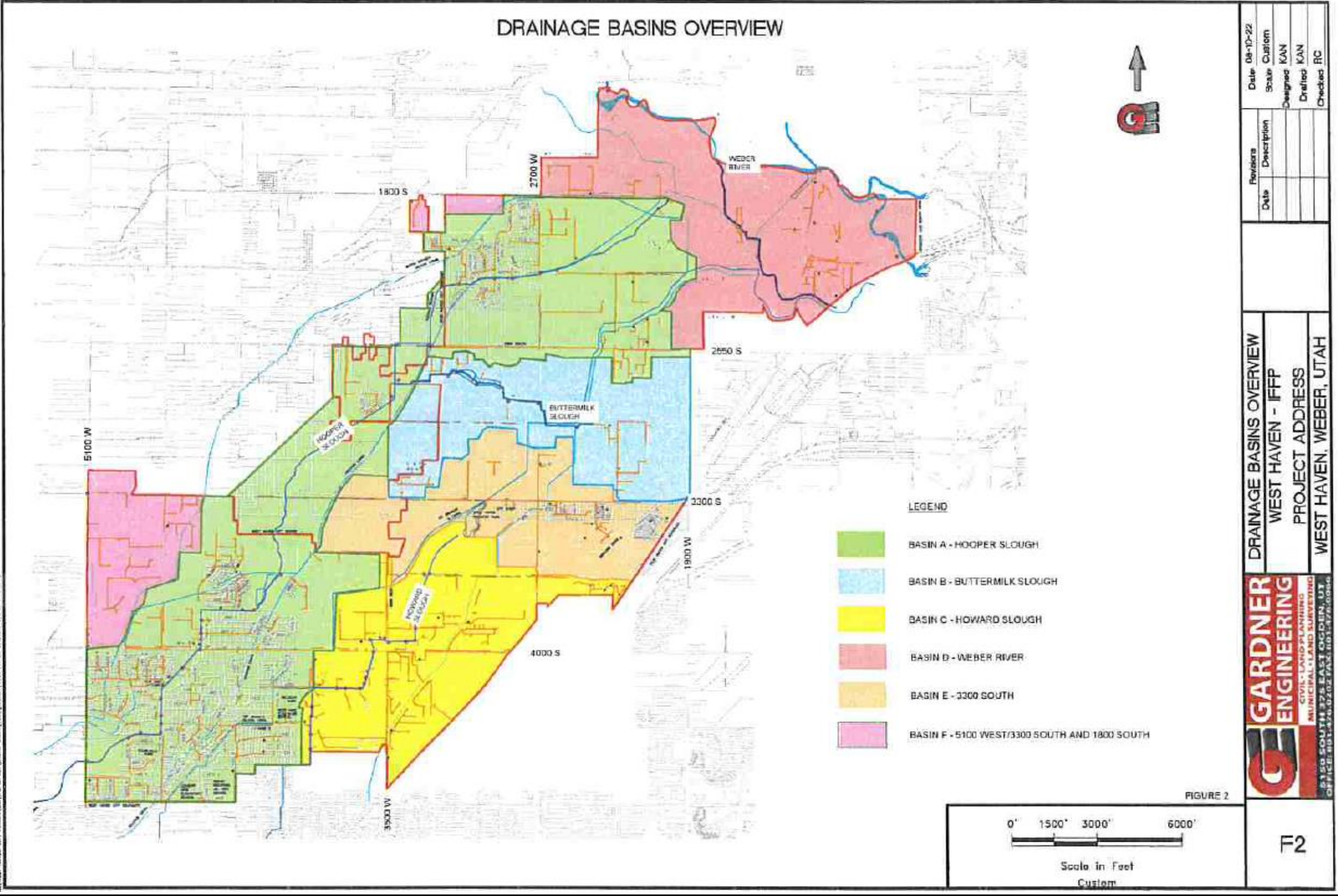


WEST HAVEN CITY
ROAD MAINTENANCE PROJECT
OVERVIEW
WEST HAVEN CITY, UTAH

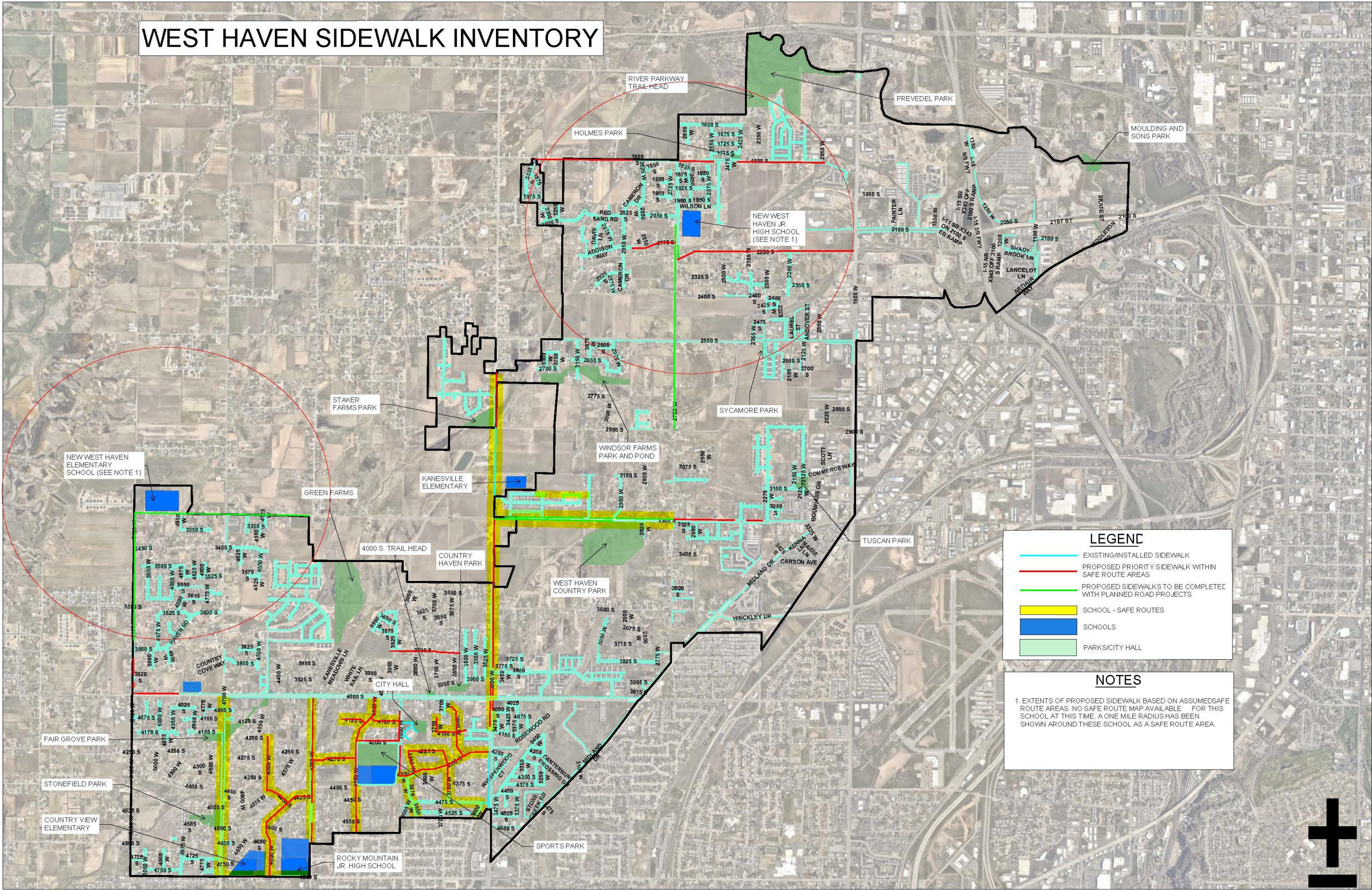
5150 SOUTH 375 EAST - OGDEN UT, 84405 - 801.476.0202

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Appendix D- Storm Water Basins.



Appendix E- 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.

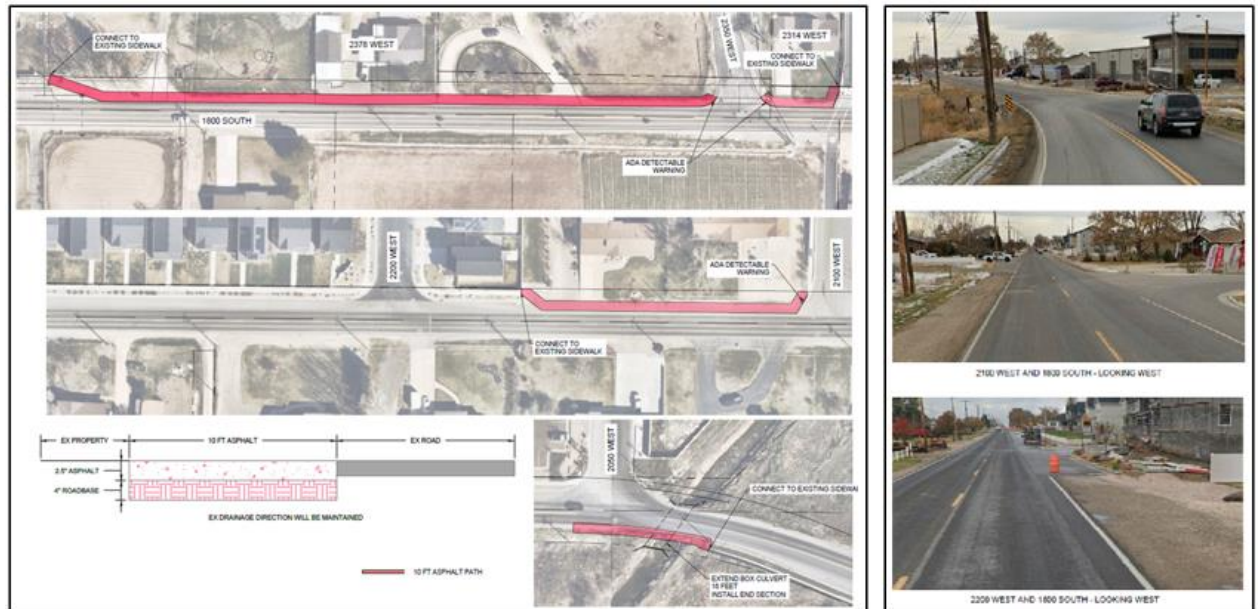


- 1800 South Temporary Pathway/Sidewalk (From 2050 West to 2400 West). There are gaps in the sidewalk and virtually no paved shoulder to provide a safe path on 1800 South. This project would add a 10-foot asphalt path for bicyclists and pedestrians on 1800 South from 2050 West to 2400 West. This asphalt 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, Kaneshville 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 Kaneshville Elementary =86 students, with a total number of walking/biking students in the project area being Mountain View Junior High = 39 students and Kaneshville= 0 students.

The total estimated cost for this project in calendar year 2024 was \$681,000.

Appendix F- 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

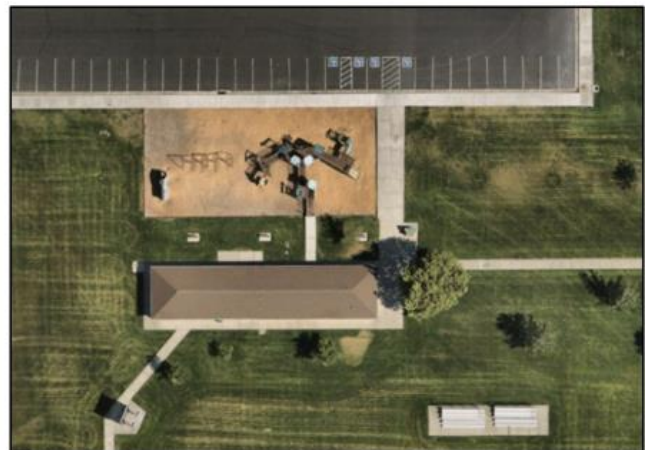


- Stand-Up Trim Mower. With more diverse landscapes arising in the City's Park System and cemetery, the Parks and Recreation Director is specifying the purchase of a stand-up trim mower. This equipment will help the Parks Department as more memorial markers are added to the cemetery, aid in maintaining 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



ORDINANCE NO. 05-2025

AN ORDINANCE OF WEST HAVEN CITY, UTAH, ADOPTING THE BUDGET, TOGETHER WITH ITS ASSOCIATED FORMS, SCHEDULES, AND ATTACHMENTS, FOR WEST HAVEN CITY FOR THE FISCAL YEAR FROM JULY 1, 2025, TO JUNE 30, 2026; ADOPTING PAY, COMPENSATION, AND STAFFING PLANS AND SCHEDULES FOR EMPLOYEES, APPOINTED AND ELECTED OFFICIALS; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON ITS ADOPTION AND DEPOSIT WITH THE CITY RECORDER.

WHEREAS, the City Council finds that at a regularly scheduled meeting of the City Council of West Haven City, held during May 2025, under the Uniform Fiscal Procedures act for Utah Cities, Utah Code (“UC”) §10-6-101, et. seq., as amended, the Budget Officer submitted to the City Council of West Haven City the proposed Operating Budget; Capital improvements Budget; Enterprise Funds Budgets; and other related and required Budgets, if any apply, with certain Personnel Schedules and Staffing Documents, identifying the classification and pay plan for employment positions for each department within the City including certain Non-Merit, Special employee positions with their salary ranges; and the budget message; all for the fiscal year of July 1, 2025 to June 30, 2026, as required by the statute; and,

WHEREAS, the City Council finds that in conformance with UC §10-3-818, upon its own motion, and as part of its budget adoption process, the City Council has reviewed and considered the compensation of each officer of the City together, including but not limited to elected and appointed officials, with each salary schedule applicable to each officer of the City, to determine whether the compensation rates or schedules as proposed should be adopted, changed, or amended; and,

WHEREAS, the City Council finds and has determined that certain compensation or compensation schedules should be adopted, changed, or amended; and,

WHEREAS, in compliance with applicable law, the City Council set a time and place for a public hearing at which all interested persons were given an opportunity to be heard regarding the Operating Budget, Capital Improvements Budget, Enterprise Funds Budgets, other related and required Budgets including compensation and compensation schedules, said public hearing having been held at a regularly scheduled meeting of the City Council and as otherwise required by statute; and,

WHEREAS, the City Council finds that the notice of the time, place, and purpose of the public hearing to consider the budget, and all of its schedules, changes, and recommendations was published according to the requirements of the Utah State Code; and,

WHEREAS, the City Council finds that under law, after the public hearing, the Council may enact an ordinance fixing, changing, or amending the compensation of any elective or appointive officer of the municipality or adopting a compensation schedule applicable to any officer or officers; and,

WHEREAS, the City Council finds that the said proposed or tentative budget or acting budget and all supporting schedules, including compensation and compensation schedules, having been

received by the Council during a regular City Council meeting, and as otherwise required by statute, the required public hearing thereon was initially fixed to be held during a specially scheduled City Council meeting on June 18, 2025, at approximately 6:00 P.M., during a regularly scheduled City Council meeting held within the timeline requirements of applicable law, those proposed budgets having, as required, more than ten (10) days prior to the public hearing, been deposited with the City Recorder as a public record where they have remained until this date; and,

WHEREAS, the City Council finds that after due publication of notice at least seven (7) days prior thereto, the City Council held a public hearing on the budget; and

WHEREAS, the City Council finds that the City Council considered for adjustment the Budget Officer's recommended or tentative budget and made those adjustments detailed in **Attachment "A"**, attached hereto, said adjustments having been open for consideration at the public hearing on the budget, said hearing having been held and the same items and matters having been subject to review and comment by the Council at one of its public meetings as noted; and,

WHEREAS, the City Council finds that all conditions precedent to the adoption of the final budget which includes the employment staffing document, employee compensation schedules, and elected and statutory officials' compensation schedules, have been accomplished; and,

NOW, THEREFORE, the City Council of West Haven City Hereby Ordains as Follows:

SECTION 1. Findings of Governing Body.

- A. With the adoption of Resolution No. 06-2025, adopted on March 6, 2024, the City Council authorized the transfer of \$1,724,465 from the General Fund to the Capital Projects Fund and classified these funds as "Assigned as Special Projects - City Council" on the Capital Project's Balance Sheet. With the approval of this Ordinance, the City Council is expressly releasing \$1,724,465 on the Capital Project's Balance Sheet, as being classified as of "Assigned for special projects," for unrestricted purposes.
- B. The City Council finds that the budget, comprising the Operating Budget; Capital Improvements Budget; Enterprise Funds Budgets, if applicable; Personnel Schedules, identifying the classification and pay plan for employment positions for each department including certain Non-Merit Special employee positions, and elected and statutory officials' compensations schedules as the budget and schedules have been adjusted and amended as depicted and detailed in **Attachment "A"**, attached hereto and incorporated by this reference as if set out fully, is adopted, with all identified funds and allocations thereto created, re-created, or reaffirmed and made the official budget of West Haven City for the fiscal year of July 1, 2025 to June 30, 2026.
- C. The attached **Attachment "B"** specifically contains the compensation and compensation schedules for each department including certain Non-Merit Special employee positions and elected and statutory officials' compensation schedules.
- D. The foregoing recitals are fully incorporated herein.

SECTION 2. Effective Date. This Ordinance shall take effect immediately upon its adoption, posting, and deposit with the City Recorder. A copy of the final budget for each fund shall also be certified by the City Recorder and shall be filed with the State Auditor within 30 (thirty) days after adoption of this Ordinance.

SECTION 3. Publications. No publication of this Ordinance is required.

BE IT FURTHER ORDAINED this Ordinance shall become effective on the 18th day of June 2025, and after posting as required by law.

DATED this 18th day of June 2025.

WEST HAVEN, a municipal corporation

by: _____
Mayor Robert Vanderwood

Attested and recorded

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 _____

RECORDER'S CERTIFICATION

STATE OF UTAH)
 : ss.
County of Weber)

I, EMILY GREEN, the City Recorder of West Haven, Utah, in compliance with UCA §10-3-713 and UCA §10-3-714 do hereby certify that the above and foregoing is a full and correct copy of **Ordinance No. 05-2025**, entitled “**AN ORDINANCE OF WEST HAVEN CITY, UTAH, ADOPTING THE BUDGET, TOGETHER WITH ITS ASSOCIATED FORMS, SCHEDULES, AND ATTACHMENTS, FOR WEST HAVEN CITY FOR THE FISCAL YEAR FROM JULY 1, 2025 TO JUNE 30, 2026; ADOPTING PAY, COMPENSATION, AND STAFFING PLANS AND SCHEDULES FOR EMPLOYEES, APPOINTED AND ELECTED OFFICIALS; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON ITS ADOPTION AND DEPOSIT WITH THE CITY RECORDER**” adopted and passed by the City Council of West Haven, Utah, at a City Council meeting thereof on June 18, 2025 which appears of record in my office, with the date of posting or publication being June 18, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this ____ day of June 2025.

Emily Green
City Recorder

(city seal)

ATTACHMENT “A”

ORDINANCE NO. 05-2025

**An Ordinance of the City Council of West Haven City, Utah, Establishing and Adopting a Budget
for FY 2025-2026**

DRAFT

**CITY OF WEST HAVEN
GENERAL FUND**

FY2026 TENTATIVE BUDGET

		FY24 ACTUAL	FY25 ESTIMATES	FY26 BUDGET
REVENUES				
TAX				
10-3130	SALES AND USE TAX	5,768,265	6,188,352	6,510,000
10-3140	FRANCHISE TAX	102,124	103,110	96,000
10-3191	TELECOMMUNICATIONS TAX	54,406	49,167	55,000
10-3192	MUNICIPALITY GRANT	16,739	16,739	16,700
10-3193	ROOM TAX	67,545	72,184	72,500
TOTAL TAX		6,009,080	6,429,552	6,750,200
LICENSE AND PERMITS				
10-3200	LICENSES AND PERMITS	-	-	-
10-3210	BUSINESS LICENSES	137,597	125,000	120,000
10-3220	MISCELLANEOUS BUILDING PERMIT FEES	245,730	243,455	123,600
10-3225	MISCELLANEOUS DEVELOPMENT FEES	1,925	53,370	30,000
10-3221	BUILDING PERMITS	732,978	894,891	580,800
TOTAL LICENSE AND PERMITS		1,118,230	1,316,716	854,400
INTERGOVERNMENTAL REVENUES				
10-3335	ARPA FUNDING	1,724,465	-	-
10-3341	UDOT/WASATCH FRONT	-	-	50,000
10-3345	LOCAL GRANTS	-	-	-
10-3347	RAMP GRANTS	17,845	59,014	-
TOTAL INTERGOVERNMENTAL REVENUES		1,742,310	59,014	50,000
CHARGES FOR SERVICES				
10-3410	ADMINISTRATIVE SERVICES WHSSD	539,266	588,501	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	7,487	7,000
10-3473	FALL RODEO	6,125	-	-
10-3474	RECREATION CONCESSIONS AND SAL	717	600	1,300
10-3475	RECREATION FEES	137,588	135,199	140,000
10-3476	DONATIONS	1,610	2,944	1,000
10-3477	RECREATION FEE WAIVERS	-	-	(500)
10-3479	BARN COMMUNITY CENTER RENTAL	-	76,904	86,400
10-3480	COMMUNITY ROOM RENTAL	5,380	7,173	1,250
10-3485	SANITATION SERVICES	738,277	837,418	979,000
TOTAL CHARGES FOR SERVICES		1,494,657	1,711,226	1,881,552
MISCELLANEOUS REVENUES				
10-3605	FINES AND FORFEITURES	167,996	154,429	160,000
10-3610	INTEREST EARNINGS	213,343	175,076	140,351
10-3640	SALE OF FIXED ASSETS	11,071	1,636	-
10-3650	MISCELLANEOUS REVENUES	14,781	47,393	20,000
10-3660	OTHER FINANCING SOURCE	-	-	-
10-3699	USE (CONTRIBUTION) OF FUND BAL	-	-	244,448
TOTAL MISCELLANEOUS REVENUES		407,191	378,534	564,799
TOTAL FUND REVENUE		10,771,467	9,895,041	10,100,950

**CITY OF WEST HAVEN
GENERAL FUND**

FY2026 TENTATIVE BUDGET

		FY24 ACTUAL	FY25 ESTIMATES	FY26 BUDGET
EXPENSES				
LEGISLATIVE				
10-4111	SALARIES AND WAGES	96,422	91,015	103,000
10-4113	SOCIAL SECURITY	7,500	6,963	7,900
10-4114	EMPLOYEE BENEFITS	16,315	15,774	14,900
10-4115	CITY COUNCIL TRAINING AND TRAV	5,796	5,760	11,500
10-4116	CITY COUNCIL PROJECTS	10,448	9,851	30,300
10-4123	CLOTHING ALLOWANCE	-	-	600
10-4137	ELECTIONS	9,928	-	34,000
10-4143	YOUTH COUNCIL	7,517	731	5,000
TOTAL LEGISLATIVE		153,925	130,094	207,200
PUBLIC SAFETY				
10-4210	POLICE DEPARTMENT	1,704,408	2,047,970	2,398,000
10-4211	CROSSING GUARDS	42,466	39,351	54,500
10-4213	CROSSING GUARDS TAXES	3,249	3,010	4,100
10-4241	EMERGENCY MANAGEMENT	1,049	3,764	27,400
10-4253	ANIMAL CONTROL	112,216	118,612	153,600
TOTAL PUBLIC SAFETY		1,863,388	2,212,707	2,637,600
ADMINISTRATIVE				
10-4311	SALARIES AND WAGES	466,202	456,086	520,400
10-4312	SALARIES AND WAGES - RECORDER	-	-	-
10-4313	SOCIAL SECURITY	30,461	34,664	39,000
10-4314	EMPLOYEE BENEFITS	144,934	173,233	172,000
10-4315	SOCIAL SECURITY - RECORDER & O	-	-	-
10-4316	EMPLOYEE BENEFITS - RECORDER &	-	-	-
10-4317	TRAINING/TRAVEL	7,390	5,491	9,100
10-4324	OFFICE SUPPLIES	18,519	20,609	24,000
10-4325	FURNITURE AND FIXTURES	16,842	52,126	-
10-4330	AUDIT	10,000	14,000	10,600
10-4332	ATTORNEY	215,528	187,606	217,000
10-4333	OUTSIDE SERVICES	10,950	-	-
10-4334	ECONOMIC DEVELOPMENT	1,800	12,371	40,500
10-4335	TREASURER	60,000	57,273	64,700
10-4363	TRAINING & TRAVEL	180	-	-
10-4390	EDUCATION - COMMUNITY PROMOTIO	60,230	4,728	13,000
TOTAL ADMINISTRATIVE		1,043,036	1,018,188	1,110,300
PLANNING AND ZONING				
10-4423	CLOTHING ALLOWANCE	312	-	600
10-4465	PLANNING COMMITTEE	41,705	45,680	44,700
10-4466	PLANNING COM. SOCIAL SECURITY	3,191	2,923	3,400
10-4467	TRAINING AND TRAVEL	-	-	1,000
TOTAL PLANNING AND ZONING		45,207	48,603	49,700
PARKS				
10-4511	PARKS SALARIES AND WAGES	257,553	368,114	466,500
10-4512	PARKS SEASONAL WAGES	12,030	9,264	-
10-4513	PARKS SOCIAL SECURITY	20,618	28,879	35,000
10-4514	EMPLOYEE BENEFITS	141,026	163,260	179,600
10-4515	PROFESSIONAL SERVICES	14,000	24,436	85,000
10-4516	TRAINING AND TRAVEL	3,556	4,261	4,650
10-4540	MATERIALS AND SUPPLIES	202,844	161,420	248,500
10-4541	MAINTENANCE	-	46,898	-
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	13,537	17,500
TOTAL PARKS		668,944	820,070	1,105,100

**CITY OF WEST HAVEN
GENERAL FUND**

FY2026 TENTATIVE BUDGET

		FY24 ACTUAL	FY25 ESTIMATES	FY26 BUDGET
PARKS & SPECIAL EVENTS				
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	175	3,000
10-4626	OTHER EVENTS	1,205	8,710	9,800
10-4627	COMMUNITY COMMITTEES	1,667	54	26,000
10-4664	ARTS COUNCIL	12,459	8,208	50,100
TOTAL PARKS & SPECIAL EVENTS		148,927	142,579	219,400
RECREATION				
10-4711	SALARIES AND WAGES	113,607	147,919	173,100
10-4712	SEASONAL WAGES	52,424	41,071	100,650
10-4713	SOCIAL SECURITY	8,945	11,593	13,000
10-4714	EMPLOYEE BENEFITS	69,113	75,275	77,400
10-4715	OFFICIALS BUDGET	35,284	31,855	57,300
10-4716	PROFESSIONAL SERVICES	-	-	5,000
10-4717	TRAINING AND TRAVEL	4,761	3,446	7,800
10-4718	SEASONAL TAXES	3,973	3,012	7,000
10-4740	MATERIALS AND SUPPLIES	-	-	-
10-4741	CONCESSIONS	-	-	-
10-4742	ADULT VOLLEYBALL	469	459	1,900
10-4743	BASEBALL MATERIALS	38,500	16,672	28,500
10-4744	BASKETBALL	32,397	25,936	30,000
10-4745	FOOTBALL	36,008	10,430	40,000
10-4746	FLAG FOOTBALL	9,491	13,097	13,500
10-4747	OUTDOOR RECREATION	4,337	6,182	8,100
10-4748	WEBSITE	6,866	8,488	11,300
10-4749	HOCKEY	-	-	23,350
10-4770	RAMP & MUNICIPALITY GRANT	14,571	16,700	16,700
TOTAL RECREATION		430,745	412,135	614,600
COMMUNITY DEVELOPMENT				
10-4811	COMMUNITY DEVELOPMENT WAGES	314,281	297,731	502,300
10-4812	COMMUNITY DEVELOPMENT ENGINEER	89,693	37,070	70,000
10-4813	COMMUNITY DEVELOPMENT TAXES	24,023	22,777	37,700
10-4814	COMMUNITY DEVELOPMENT BENEFITS	160,496	159,962	247,800
10-4815	MEMBERSHIPS	278	1,139	2,000
10-4821	PROFESSIONAL SERVICES	38,706	94,781	210,000
10-4824	SUPPLIES	1,716	786	5,800
10-4863	TRAINING & TRAVEL	8,899	8,607	18,250
TOTAL COMMUNITY DEVELOPMENT		638,092	622,851	1,093,850
NONDEPARTMENTAL				
10-5115	MEMBERSHIPS	-	17,903	16,500
10-5135	WORKMENS COMPENSATION FUND	14,199	10,383	25,000
10-5145	TELEPHONE	19,219	36,308	57,300
10-5150	INSURANCE	46,129	60,131	62,300
10-5151	VEHICLE MAINTENANCE	-	41,689	50,000
10-5152	FUEL	-	22,004	30,000
10-5155	COMPUTER EQUIPMENT & SOFTWARE	78,054	71,911	170,000
10-5161	NON-DEPARTMENTAL OTHER	48,245	56,216	73,500
10-5164	BAD DEBT EXPENSE	26,731	14,196	20,000
10-5170	MAINTENANCE	33,783	44,653	-
10-5175	UTILITIES	52,680	55,016	60,000
10-5176	CAPITAL OUTLAY	-	-	-
TOTAL NONDEPARTMENTAL		319,040	430,409	564,600

**CITY OF WEST HAVEN
GENERAL FUND**

FY2026 TENTATIVE BUDGET

	FY24 ACTUAL	FY25 ESTIMATES	FY26 BUDGET
GENERAL GOVERNMENT BUILDINGS			
10-5211 JANITOR WAGES	27,859	28,680	29,800
10-5213 JANITOR TAXES	2,133	2,194	2,400
10-5220 MAINTENANCE	-	-	72,000
10-5225 FURNITURE & FIXTURES	-	-	25,000
10-5230 PROFESSIONAL SERVICES (CLEANING & More)			25,900
TOTAL GENERAL GOVERNMENT BUILDINGS	29,992	30,874	155,100
PUBLIC WORKS			
10-6011 SALARIES AND WAGES	204,009	217,246	385,400
10-6013 SOCIAL SECURITY	15,597	16,619	29,000
10-6014 EMPLOYEE BENEFITS	93,710	120,192	187,000
10-6030 ENGINEERING	43,358	32,286	40,000
10-6032 EMERGENCY PROJECTS	-	-	10,000
10-6033 SIGNS HARDWARE POSTS	19,717	11,049	27,000
10-6034 MATERIALS AND IMPROVEMENTS	6,048	1,528	20,000
10-6035 STREET LIGHTING	33,944	40,914	50,000
10-6037 SANITATION SERVICES	767,933	780,000	854,500
10-6038 STREET LIGHTING - INSTALLATION	89,348	54,654	111,500
10-6040 SERVICES	19,123	17,664	18,000
10-6042 TRAINING AND TRAVEL	2,634	3,297	7,000
10-6043 SUPPLIES	15,822	22,369	22,500
10-6050 VEHICLE MAINTENANCE	34,847	-	5,000
10-6051 FUEL	37,642	-	-
10-6052 EQUIPMENT RENTAL	4,458	6,014	10,000
10-6060 CELL PHONES	10,940	-	-
10-6065 DRUG TESTING	35	-	1,500
10-6075 CAPITAL OUTLAY- EQUIPMENT	-	-	-
10-6091 SAFE SIDEWALK	-	-	-
TOTAL PUBLIC WORKS	1,399,166	1,323,834	1,778,400
SEWER			
10-6111 SEWER WAGES AND BENEFITS	253,255	288,908	325,200
10-6113 SEWER TAXES	19,362	21,701	24,400
10-6114 SEWER BENEFITS	149,393	169,402	191,500
TOTAL SEWER	422,010	480,011	541,100
CONTRIBUTION TO OTHER UNITS			
10-6905 CONTRIBUTIONS TO UTOPIA	-	-	-
10-6910 CONTRIBUTION/REIMB FOR HUNTER DRIVE	-	-	-
10-6915 CONTRIBUTIONS TO MISC. UNITS	-	-	4,000
TOTAL CONTRIBUTION TO OTHER UNITS	-	-	4,000
DEBT SERVICE			
10-7110 DEBT SERVICE PRINCIPAL	-	13,000	17,000
10-7120 DEBT SERVICE INTEREST	-	2,500	3,000
TOTAL DEBT SERVICE	-	15,500	20,000
OTHER FUNDS			
10-7250 OTHER	-	(20,415)	-
10-7300 TRANSFER TO CAPITAL PROJECTS	3,028,465	2,425,000	-
10-7320 TRANSFER TO OTHER FUNDS	-	-	-
10-7260 CONTRIBUTION TO FUND BALANCE	-	-	-
TOTAL OTHER FUNDS	3,028,465	2,404,585	-
TOTAL FUND EXPENDITURES	10,190,937	10,092,440	10,100,950
NET REVENUE OVER EXPENDITURES	580,530	(197,399)	0

**CITY OF WEST HAVEN
CAPITAL PROJECTS FUND**

FY2026 TENTATIVE BUDGET

		FY24 ACTUAL	FY25 ESTIMATES	FY26 BUDGET
REVENUES				
13-3310	FEDERAL/LOCAL GRANTS	2,411,053	1,154,222	5,474,750
13-3335	ARPA FUNDING	105,937	-	-
TOTAL SOURCE 33		2,516,990	1,154,222	5,474,750
RESTRICTED REVENUES				
13-3430	ROAD IMPACT FEES	692,898	1,031,864	451,800
13-3435	ROAD IMPACT FEES - GREEN FARMS	110,620	134,518	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	601,411	455,400
13-3473	PARK IMPACT FEES - GREEN FARMS	65,538	84,578	80,400
TOTAL RESTRICTED REVENUES		2,890,074	3,649,135	3,037,832
MISCELLANEOUS REVENUES				
13-3610	INTEREST EARNINGS	1,170,961	933,888	935,671
13-3620	DEV CONTRIBUTIONS-FEE IN LIEU	57,579	72,873	-
13-3625	OTHER FINANCING SOURCE	-	-	105,000
13-3640	SALE OF FIXED ASSETS	-	50,000	-
TOTAL MISCELLANEOUS REVENUES		1,228,540	1,056,761	1,040,671
FUND BALANCE AND TRANSFER				
13-3910	GENERAL FUND TRANSFER	3,028,465	2,425,000	-
13-3999	USE (CONTRIBUTION) OF FUND BALANCE	-	-	3,854,006
TOTAL FUND BALANCE AND TRANSFER		3,028,465	2,425,000	3,854,006
TOTAL FUND REVENUE		9,664,068	8,285,118	13,407,259
EXPENSES				
PARKS CAPITAL PROJECTS				
13-4515	PARKS CP - EQUIPMENT	124,506	277,269	198,144
13-4530	PARKS CP - IMPACT FEES	3,639,670	821,018	827,000
13-4531	PARKS CP - ARPA	-	-	-
13-4532	PARKS CP - GF IMPACT FEES	1,075,090	586,110	642,000
13-4533	PARKS CP - UNRESTRICTED	-	-	2,066,065
13-4534	PARKS CP - GRANTS	-	-	-
13-4535	PARKS CAPITAL OUTLAY	212,942	477,000	-
13-4550	PARKS - OTHER	-	-	-
TOTAL PARKS		5,052,207	2,161,397	3,733,209
NONDEPARTMENTAL CAPITAL PROJECTS				
13-5033	NONDEPT CP - UNRESTRICTED	-	1,520,000	60,800
13-5034	NONDEPT CP - GRANTS	-	-	-
13-5015	NONDEPT CP - EQUIPMENT	-	-	86,500
TOTAL PARKS		-	1,520,000	147,300
ROADS CAPITAL PROJECTS				
13-6080	ROADS CP - IMPACT FEES	952,668	15,000	295,000
13-6082	ROADS CP - GF IMPACT FEES	466	-	-
13-6086	ROADS CP - TRANSPORTATION TAX	-	-	440,000
13-6087	ROADS CP - UNRESTRICTED	-	-	2,545,000
13-6088	ROADS CP - GRANTS	-	-	5,474,750
13-6085	ROADS - OTHER	-	831,500	-
13-6081	ROAD IMPACT FEES - 3300 S	2,302,184	55,326	-
13-6083	2700 W ROAD PROJECT	706,346	1,700,000	-
TOTAL ROADS		3,961,665	2,601,826	8,754,750
CLASS C ROADS				
13-6255	CRACKSEAL	175,424	159,047	249,000
13-6260	Asphalt Surface Treatment (SLURRY SEAL)	258,955	177,264	180,000
13-6265	ROAD STRIPING	45,095	52,525	60,000
13-6270	SALT	23,777	10,692	50,000
13-6275	CHIP SEAL	58,912	12,907	208,000
13-6280	ASHPALT PATCH & OVERLAY	14,954	244,921	10,000
TOTAL CLASS C ROADS		577,117	657,356	757,000

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	1,145,000	-
13-6315 GRANT EXPENDITURES - ARPA	105,937	-	-
TOTAL OTHER RESTRICTED	216,038	1,145,000	-
DEBT SERVICE			
13-7110 DEBT SERVICE PRINCIPAL	-	-	15,000
13-7120 DEBT SERVICE INTEREST	-	-	-
TOTAL OTHER RESTRICTED	-	-	15,000
TOTAL FUND EXPENDITURES	9,807,027	8,085,579	13,407,259
NET REVENUES OVER EXPENDITURES	(142,958)	199,540	0

**CITY OF WEST HAVEN
STORM WATER FUND**

FY2026 TENTATIVE BUDGET

		FY24 ACTUAL	FY25 ESTIMATES	FY26 BUDGET
OPERATING REVENUES				
CHARGES FOR SERVICES				
51-3410	STORM DRAIN UTILITY FEES	304,792	292,475	320,000
51-3420	STORM WATER INSPECTION FEE	4,400	982	1,200
51-3430	GRANT REVENUE	-	-	-
TOTAL OPERATING REVENUES		309,192	293,457	321,200
OPERATING EXPENSES				
OPERATION AND MAINTENANCE				
51-4411	SALARIES AND WAGES	66,857	71,221	86,000
51-4413	SOCIAL SECURITY	5,106	5,448	6,500
51-4414	EMPLOYEE BENEFITS	37,798	40,010	43,000
51-4415	PENSION EXPENSE	(4,621)	-	-
51-4450	STORM DRAIN MAINTENANCE	84,072	132,043	247,800
51-4451	DEPRECIATION EXPENSE	305,930	336,523	370,175
51-4454	MEMBERSHIPS	-	-	3,000
51-4456	ENGINEERING	644	16,611	25,000
51-4460	BAD DEBT EXPENSE	8,626	4,357	6,000
51-4461	ADMIN SERVICES COST SHARE	-	-	-
51-4462	PROFESSIONAL SERVICES	-	-	33,600
51-4463	TRAINING & TRAVEL	895	1,022	3,000
51-4464	SUPPLIES	110	-	2,500
51-4465	STORM WATER PROJECTS - OTHER	-	27,046	130,500
		505,416	634,281	958,575
STORM WATER CAPITAL PROJECTS				
51-4510	STORM CP - UNRESTRICTED	-	-	-
51-4511	STORM - OTHER	-	-	-
		821,620	-	-
TOTAL OPERATING EXPENSES		1,832,451	634,281	958,575
NET OPERATING INCOME (LOSS)		(1,523,260)	(340,824)	(637,375)
NONOPERATING REVENUES				
MISCELLANEOUS REVENUES				
51-3610	INTEREST EARNINGS	97,230	64,383	70,175
51-3630	STORM WATER IMPACT FEES	146,739	197,606	127,100
51-3631	STORM WATER IMPACT FEES - GF	9,181	12,850	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	-	-	704,600
TOTAL NONOPERATING REVENUES		1,809,555	1,185,123	924,275
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	-	-
51-4457	STORM WATER PROJECTS - CAPITAL	-	1,292,000	-
TOTAL NONOPERATING EXPENSES		17,355	1,292,000	286,900
NET NONOPERATING INCOME (LOSS)		1,792,200	(106,877)	637,375
TOTAL CHANGE IN NET POSITION		268,940	(447,701)	0

CITY OF WEST HAVEN
CEMETERY FUND

FY2026 TENTATIVE BUDGET

		FY25		
		FY24 ACTUAL	ESTIMATES	FY26 BUDGET
REVENUES				
CHARGES FOR SERVICES				
45-3477	CEMETERY PLOT SALES	98,655	61,527	64,600
45-3480	OPENING & CLOSING FEES	-	12,218	6,800
TOTAL CHARGES FOR SERVICES		98,655	73,745	71,400
MISCELLANEOUS REVENUES				
45-3610	INTEREST INCOME	25,110	23,946	22,200
TOTAL MISCELLANEOUS REVENUES		25,110	23,946	22,200
FUND BALANCE				
45-3999	USE OF FUND BALANCE	-	-	-
TOTAL MISCELLANEOUS REVENUES		-	-	-
TOTAL FUND REVENUE		123,765	97,691	93,600
EXPENSES				
45-4460	INCREASE IN FUND BALANCE	-	-	(93,600)
TOTAL FUND EXPENDITURES		-	-	(93,600)
NET REVENUE OVER EXPENDITURES		123,765	97,691	-

ATTACHMENT “B”

ORDINANCE NO. 05-2025

An Ordinance of the City Council of West Haven City, Utah, Establishing the Compensation and Compensation Schedules for Each Department Including Certain Non-Merit Special Employee Positions and Elected and Statutory Officials’ Compensation Schedules.

DRAFT

STAFF REPORT

TO: Mayor and City Council

FROM: Shawn Warnke, City Manager

DATE: June 18, 2025

SUBJECT: Resolution on the Office of the State Auditor Fraud Risk Assessment



Background. The Office of the State Auditor has developed a Fraud Risk Assessment to help local government board members understand the best fraud detection and prevention practices. The Assessment assigns an overall risk level of undetected fraud based on points earned for the implementation of the identified best practices.

The Office of the State Auditor emphasizes the following:

- The best practices identified in the Assessment are not required but are highly recommended.
- All the best practices identified in the Assessment may be implemented at a low or no cost.
- The Assessment is not a replacement or duplication of the internal control assessment performed by an independent auditor as part of a financial statement audit. While they are both risk assessments, their methodologies and purposes are distinct.

Requirements. Beginning in 2020, all local governments have been required to do the following:

- Complete and present the Assessment to the City Council before the end of each fiscal year.
- The City Manager and City Treasurer must certify the results of the Assessment.
- The Assessment must be submitted to the Office within six months after the end of each fiscal year.

Resolution No. 34-2025

RESOLUTION OF WEST HAVEN CITY ACCEPTING THE FRAUD RISK ASSESSMENT QUESTIONNAIRE, COMPLETED BY THE TREASURER AND REVIEWED BY THE CITY MANAGER, FOR THE PURPOSE OF PROVIDING INDEPENDENT ADVICE, ASSISTANCE, AND RECOMMENDATIONS IN THE OVERSIGHT OF THE INTERNAL AND EXTERNAL AUDIT FUNCTIONS 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; and,

WHEREAS, the City finds that it their responsibility to provide strong oversight and controls of the financial operations of the City, in accordance with state laws and regulations; and,

WHEREAS, the City finds that it desires to remain in compliance with applicable laws and regulations; and,

WHEREAS, the Treasurer of the City has prepared and completed the Fraud Risk Assessment Questionnaire, as provided by the Utah State Auditor's Office, and as set out in Attachment "A";

WHEREAS, the City Manager has reviewed the Fraud Risk Assessment Questionnaire, as set out in Attachment "A";

WHEREAS, the City seeks to follow legislative efforts as well as the State Auditor's Office's recommendation to increase governing bodies involvement in the financial affairs of those they govern; and

WHEREAS, the City seeks to increase transparency and accountability in its budgeting and financial practices;

WHEREAS, the City finds that the public convenience and necessity, public safety, health and welfare is at issue in this matter; now,

WHEREAS the City Council now desires to adopt this Fraud Risk Assessment Questionnaire by accepting the terms thereof; and,

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

Section II. ACCEPTANCE OF FRAUD RISK ASSESSMENT QUESTIONNAIRE AS COMPLETED BY THE TREASURER AND REVIEWED BY THE CITY MANAGER

1. THE CITY OF WEST HAVEN HEREBY RESOLVES TO ACCEPT THE FRAUD RISK ASSESSMENT QUESTIONNAIRE AS PREPARED AND COMPLETED BY THE CITY'S TREASURER AND REVIEWED BY THE CITY MANAGER:
 - a. That the Fraud Risk Assessment Questionnaire set out in Attachment "A", shall be accepted as complete and accurate.
2. That the Mayor is authorized to sign this Resolution adopting the Fraud Risk Assessment Questionnaire.

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 18th day of June 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 18th day of June 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 _____

ATTACHMENT “A”

Resolution 34-2025

**FRAUD RISK ASSESSMENT QUESTIONNAIRE
DATED JUNE 2025**

DRAFT

Fraud Risk Assessment

Continued

*Total Points Earned: 375 /395 *Risk Level: **Very Low** > 355 Low 316-355 Moderate 276-315 High 200-275 Very High < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	✓	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	✓	5
b. Procurement?	✓	5
c. Ethical behavior?	✓	5
d. Reporting fraud and abuse?	✓	5
e. Travel?	✓	5
f. Credit/Purchasing cards (where applicable)?	✓	5
g. Personal use of entity assets?	✓	5
h. IT and computer security?	✓	5
i. Cash receipting and deposits?	✓	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	✓	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	✓	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	✓	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	✓	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	✓	20
7. Does the entity have or promote a fraud hotline?	✓	20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?	✓	20

*Entity Name: West Haven City

*Completed for Fiscal Year Ending: June 30, 2025 *Completion Date: June 11, 2025

*CAO Name: Emily Green *CFO Name: Ryan Child

*CAO Signature: _____ *CFO Signature: _____

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	✓			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".	✓			
4. Are all the people who have access to blank checks different from those who are authorized signers?			✓	
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	✓			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	✓			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	✓			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	✓			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".			✓	
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

* MC = Mitigating Control

Basic Separation of Duties

Continued

Instructions: Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered “Yes.” 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

☹ If any of the questions were answered “No,” and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity’s governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity’s place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.

STAFF REPORT

TO: Mayor, City Council, and City Manager
FROM: Amy Hugie,

DATE: June 6, 2025
SUBJECT: Amend Telecommunications Facility Franchise
Requirements, Chapter 114



The following staff report discusses the need to amend West Haven Code §114.29(A)(1) and §114.51(A)-(C):

Background

The City passed the Telecommunications Facility Franchise Requirements, Chapter 114, in 1998. Since that time, there has been little change in the Utah State Code regarding franchise requirements. However, one change to the Utah State Code was that the percentage of gross revenues was amended to 3.5%. Last May 2024, the City amended the City Code to reflect this change. However, it was recently discovered that one section (§114.51(A)) did not get changed. The City needs to amend this section of the City Code to coincide with the Utah State Code.

Another change that needs to be made is to City Code §114.29(A)(1) to reference that the application fee has been moved to the West Haven Consolidated Fees and Fines Schedule. Currently, it reads as follows: “**(1) Application fee. In order to offset the cost to the city to review an application for a franchise, and in addition to all other fees, permits, or charges, a provider shall pay to the city, at the time of application, \$500 as a non-refundable application fee.**” The suggested change moves the fee to the Consolidated Fees and Fines Schedule. Again, this was done in the other sections in May 2024, but this section inadvertently did not get changed.

Another suggested change is repealing §114.51(B) in its entirety. The language reads as follows: “**Up-front franchise fee. Upon granting of this franchise, the provider shall pay a \$2,500 up-front franchise fee. The provider may offset the franchise fee paid to the city pursuant to division (A) above, up to the amount of the up-front franchise fee paid to the city.**” This section is confusing overall and repealing the language makes the process simpler and more stream-lined so that there is just a 3.5% franchise fee and an application fee. The City receives the same amount of money either way, but removing the language simplifies the process.

The last change to the City Code is renumbering §114.51(C) to §114.51(B) with the repeal of the original §114.51(B).

Recommendation

The recommendation by staff is to make these changes to the City Code so that the City is consistent with the Utah State Code.

ORDINANCE NO. 06-2025

AN ORDINANCE OF WEST HAVEN CITY, UTAH, AMENDING THE CITY CODE REGARDING TELECOMMUNICATIONS FACILITY FRANCHISE REQUIREMENTS; MAKING CERTAIN AND NECESSARY LANGUAGE CHANGES TO THE CITY CODE TO EFFECT THOSE CHANGES; AND ESTABLISHING AN EFFECTIVE DATE FOR THOSE CHANGES.

Section 1. Recitals:

WHEREAS, 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 UCA § 10-3-707, the governing body of the City may revise, codify and compile from time to time and to publish in book, pamphlet, or loose leaf form all ordinances of the municipality of a general and permanent character and to make such changes, alterations, modifications, additions, and substitutions as it may deem best; and,

WHEREAS, West Haven City has adopted and promulgated City ordinances and rules regarding telecommunications facility franchise requirements; and,

WHEREAS, the Utah State Legislature has made changes to certain sections of the Utah State Code regarding the Municipal Telecommunications License Tax Act, which make it necessary to make certain changes to Chapter 114: Telecommunications Facility Franchise Requirements section of the City Code; and

WHEREAS, the City Council finds that certain changes to the City Code be made to conform with the Utah State Code; and,

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health and welfare is at issue in this matter and requires action by the City as noted above;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST HAVEN CITY, UTAH that:

1. The West Haven Code §114.29(A)(1) shall be repealed and be replaced with the following language:

§114.29(A)(1) Application fee. In order to offset the cost to the city to review an application for a franchise, and in addition to all other fees, permits, or charges, a provider shall pay to the city, at the time of application, a non-refundable application fee. The

application fee is hereby made a part of the West Haven City Consolidated Fee Schedule. The West Haven City Consolidated Fee Schedule is hereby adopted by reference.

2. The West Haven Code §114.51(A) shall be amended to change the percentage of gross revenues, which change is in bold red, and shall read as follows:

§114.51(A) *Franchise fee.* For the franchise granted herein, the provider shall pay to the city a franchise fee of **3.5% of its gross revenues, less any business license fee or business license tax enacted by the city. All payments shall be made to the city, and sent as follows, unless the provider is otherwise notified of a change in address in writing by the city.**

3. The West Haven Code §114.51(B) shall be repealed.
4. The West Haven Code §114.51(C) shall be renumbered to §114.51(B).
5. The foregoing Recitals are fully incorporated herein.

Section 2. Repealer of Conflicting Enactments:

All orders, ordinances, and resolutions regarding the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which conflict with the provisions of this Ordinance, are, for such conflict, repealed, except this repeal shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

Section 3. Prior Ordinances and Resolutions:

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

Section 4 - Savings Clause:

If any provision of this Ordinance shall be held or deemed to be or shall be invalid, inoperative, or unenforceable for any reason, such reason shall not render any other provision or provisions invalid, inoperative, or unenforceable to any extent whatever, this Ordinance being deemed to be the separate independent and severable act of the City Council of West Haven City.

Section 5 - Date of Effect:

BE IT FURTHER ORDAINED this Ordinance will become effective on the 18th day of June 2025 and after publication or posting as required by law.

DATED this 18th day of June 2025.

WEST HAVEN, a municipal corporation

by: _____
Mayor Rob Vanderwood

Attested and Recorded

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	_____

RECORDER'S CERTIFICATION

STATE OF UTAH)
 : ss.
County of Weber)

I, EMILY GREEN, the City Recorder of West Haven, Utah, in compliance with UCA §10-3-713 and UCA §10-3-714 do hereby certify that the above and foregoing is a full and correct copy of **Ordinance No. 06-2025, entitled “AN ORDINANCE OF WEST HAVEN CITY, UTAH, AMENDING THE CITY CODE REGARDING TELECOMMUNICATIONS FACILITY FRANCHISE REQUIREMENTS; MAKING CERTAIN AND NECESSARY LANGUAGE CHANGES TO THE CITY CODE TO EFFECT THOSE CHANGES; AND ESTABLISHING AN EFFECTIVE DATE FOR THOSE CHANGES,”** adopted and passed by the City Council of West Haven, Utah, at a regular meeting thereof on June 18, 2025 which appears of record in my office, with the date of posting or publication being June 18, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this 18th day of June 2025.

Emily Green
City Recorder

(city seal)

STAFF REPORT

TO: Mayor, City Council, and City Manager
FROM: Amy Hugie, City Attorney
DATE: June 18, 2025
SUBJECT: Adopt Franchise Agreement with Strata Networks



The following staff report discusses the proposed franchise agreement with Uintah Basin Electronic Telecommunications, LLC, dba Strata Networks, as follows:

Background

Uintah Basin Electronic Telecommunications, LLC, dba Strata Networks (Strata Networks) is a company that is building a fiber optic internet network for a Nilson Homes project. They are in the process of building infrastructure for their network. Exhibit A to the Franchise Agreement shows where they are wishing to install their fiber network.

The Franchise Agreement presented is one that follows Chapter 114 – “Telecommunications Facility Franchise Requirements” of the West Haven City Code, the Utah State Code, along with following, where applicable, the franchise agreement format that a previous City Council adopted in Ordinance No. 13.98.

There is a \$1000 application fee that Strata Networks would have to pay. This is set by the current West Haven Consolidated Fees and Fines Schedule. Also, they still have to apply for excavation permits and any other permits to cut into the road and work with the City Engineer and the Public Works Director regarding the installation of the fiber.

Recommendation

The recommendation by staff is to adopt the Franchise Agreement since it follows City and State Code.

Resolution No. 35-2025

**RESOLUTION OF WEST HAVEN CITY AUTHORIZING ADOPTION OF A
FRANCHISE AGREEMENT WITH UINTAH BASIN ELECTRONIC
TELECOMMUNICATIONS, LLC DBA STRATA NETWORKS; AUTHORIZING THE
MAYOR TO SIGN THIS RESOLUTION; AND FOR THE CITY MANAGER TO SIGN
THE FRANCHISE AGREEMENT 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 contracts regarding protecting the health, safety, and welfare of the public; and,

WHEREAS, Uintah Basin Electronic Telecommunications, LLC dba Strata Networks (hereinafter "Franchisee") is an internet access company and has a desire to run fiber for a development that is located within the City; and

WHEREAS, Franchisee has approached the City regarding entering into a Franchise Agreement (hereinafter "Agreement") with the City to be able to establish a telecommunications network in, under, along, over, and across present and future rights-of-way of the City; and

WHEREAS, the City, in the exercise of its management of public rights-of-way, believes that it is in the best interest of the public to provide Franchisee a nonexclusive franchise to operate a telecommunications network in the City; and

WHEREAS, the City feels that adopting the Franchise Agreement will best serve the citizens of the City, and now desires to adopt the Agreement attached as Attachment "A"; 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 Franchise Agreement between West Haven City and the Franchisee, a copy of which is attached as Attachment "A" to this Resolution, is hereby adopted by the City Council.
2. That the Franchisee shall pay an application fee of \$1000.00, per the West Haven City Consolidated Fees and Fines Schedule.

3. That the City Manager is authorized to sign any and all documents necessary to affect the Franchise Agreement, including signing the Agreement itself and any other related documents.
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 18th day of June 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 18th day of June 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 _____

DRAFT

ATTACHMENT “A”

FRANCHISE AGREEMENT BETWEEN UINTAH BASIN ELECTRONIC
TELECOMMUNICATIONS, LLC DBA STRATA NETWORKS AND WEST HAVEN CITY

DRAFT

STAFF REPORT

TO: Mayor and City Council
FROM: Shawn Warnke, City Manager
DATE: June 18, 2025



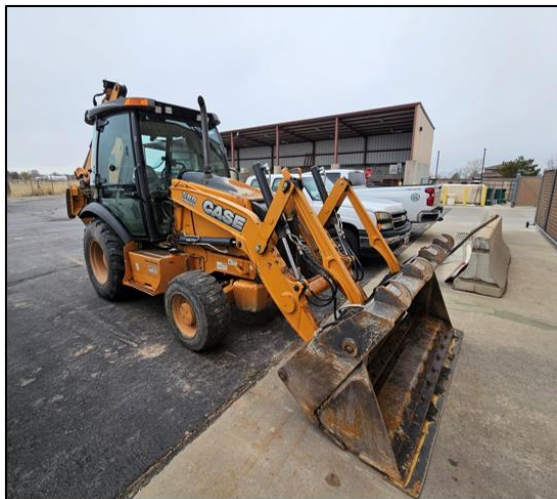
SUBJECT: Interlocal Agreement regarding reimbursement to the West Haven City from the West Haven Special Service District for a backhoe purchase, and the division of operational and maintenance cost for the backhoe

Interlocal Agreement Background. As described below in greater detail, the FY 2026 Budget proposes that the City & District jointly purchase a backhoe. The equipment cost would be 67% covered by the City and 33% by the District.

Associated with the purchase of the backhoe, it is proposed that the City and District enter into an Interlocal Agreement that defines such issues as ownership interest, buy-out of another entity's interest, disposal of the equipment, storage of the equipment, operating and maintenance costs, insurance, etc. Amy Hugie, City Attorney, has drafted an interlocal agreement that accomplishes the aforementioned objectives.

This item is on the agenda concurrent with the City Council's consideration of approving the budget, as the City staff is experiencing difficulties operating the backhoe due to a mechanical issue that causes the backhoe to go in and out of neutral. If the City Council does not approve the purchase of a backhoe in the FY 2026 Budget, then this agenda item is irrelevant. However, if the FY 2026 Budget and this Interlocal Agreement are approved, then City staff would like to move forward with the purchase of the backhoe.

Budget Background (Excerpt from City's Budget Memo). It is proposed that the 2014 Case Backhoe be replaced, as it is a frequently relied-upon 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 and has approximately 1,600 hours. It currently has a mechanical issue that causes it to go 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.

Date	Hours	Total
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 new backhoe to be divided 33% WHSSD and 67% 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, buy-out of another entity's interest, disposal of the equipment, storage of the equipment, operating and maintenance costs, etc.

Resolution No. 36-2025

**RESOLUTION OF WEST HAVEN CITY APPROVING AND ADOPTING AN
INTERLOCAL COOPERATION AGREEMENT REGARDING REIMBURSEMENT TO
WEST HAVEN CITY FROM WEST HAVEN SPECIAL SERVICE DISTRICT FOR
BACKHOE PURCHASE, AND THE DIVISION OF OPERATIONAL AND MAINTENANCE
COSTS FOR THE BACKHOE; AUTHORIZING THE CITY MANAGER TO SIGN SUCH
AN AGREEMENT; AUTHORIZING THE MAYOR TO SIGN THIS RESOLUTION;
AND PROVIDING FOR AN EFFECTIVE DATE.**

SECTION I – RECITALS:

WHEREAS, the City of West Haven (“City”) is a municipal corporation, and the West Haven Special Service District (“District”) is a special service district and quasi-municipal corporation (hereinafter sometimes referred to collectively as the "Parties" or individually as “Party”) both 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 municipal and quasi-municipal corporations, special districts, and state agencies regarding protecting the health, safety, and welfare of the public; and,

WHEREAS, in conformance with the provisions of the Interlocal Cooperation Act, UCA §11-13-101, et. seq. as amended (hereinafter, the “Act”), the Parties are authorized to enter into interlocal cooperation agreements; and,

WHEREAS, the Parties desire to protect the health and safety of their residents as provided by the Act; and,

WHEREAS, the City and the District have been working together to identify and then purchase a new backhoe to be used by the District and the City in a number of different ways, for example, such as projects involving the sewers, streets, and parks; and,

WHEREAS, the Parties have identified several possible backhoes to be able to purchase one; and

WHEREAS, the Parties wish to enter into an Agreement to have the City purchase a backhoe and for the District to reimburse the City 33% (thirty-three percent) of the purchase price of the backhoe; and

WHEREAS, the Parties also wish to enter into an Agreement to proportionately split all operation and maintenance costs of the backhoe once it is purchased; and

WHEREAS, the Parties agree that the purchase and development of this backhoe is for the benefit of the Parties' residents and helps protect the health and safety of the Parties' residents; and,

WHEREAS the City now desires to adopt the Agreement by accepting the terms thereof; and,

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

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

SECTION II. AGREEMENT :

1. That the City Council approves and adopts the **Interlocal Cooperation Agreement Regarding Reimbursement to West Haven City from West Haven Special District for Backhoe Purchase, and the Division of Operational and Maintenance Costs for the Backhoe**, that is attached as Attachment "A" to this Resolution.
2. The City Manager is authorized to sign any documents necessary for the City to enter into the Agreement with the District.
3. That the Mayor is authorized to sign this Resolution.
4. The foregoing Recitals are fully incorporated herein.

SECTION III. PRIOR 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 affect 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 18th day of June 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 18th day of June 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 _____

ATTACHMENT “A”

Attached to Resolution 36-2025

**Interlocal Cooperation Agreement Regarding Reimbursement to West Haven City from
West Haven Special District for Backhoe Purchase, and the Division of Operational and
Maintenance Costs for the Backhoe**

DRAFT

**INTERLOCAL COOPERATION AGREEMENT REGARDING REIMBURSEMENT TO
WEST HAVEN CITY FROM WEST HAVEN SPECIAL SERVICE DISTRICT FOR
BACKHOE PURCHASE, AND THE DIVISION OF OPERATIONAL AND MAINTENANCE
COSTS FOR THE BACKHOE**

This Agreement is made pursuant to the provisions of the Interlocal Cooperation Act (UCA §11-13-101, et. seq. as amended) and entered into by and between West Haven City, a municipal corporation of the State of Utah, hereinafter referred to as "City", and West Haven Special Service District, a quasi-municipal corporation and special service district organized under the laws of the State of Utah, hereinafter referred to as "District".

RECITALS

WHEREAS, the City of West Haven is a municipal corporation, and the West Haven Special Service District is a special service district and quasi-municipal corporation (hereinafter sometimes referred to collectively as the "Parties" or individually as "Party") both duly organized and existing under the laws of the State of Utah; and,

WHEREAS, in conformance with the provisions of the Interlocal Cooperation Act, UCA §11-13-101, et. seq. as amended (hereinafter, the "Act"), the Parties are authorized to enter into interlocal cooperation agreements; and,

WHEREAS, in conformance with the Act, the Parties agree to enter into this Interlocal Cooperation Agreement (hereinafter "Agreement") to provide for reimbursement of certain costs and expenses incurred by the City on behalf of the District; and,

WHEREAS, the Parties desire to protect the health and safety of their residents as provided by the Act; and,

WHEREAS, the City and the District have been working together to identify and then purchase a new backhoe to be used by the District and the City in a number of different ways, for example, such as projects involving the sewers, streets, and parks; and,

WHEREAS, the Parties have identified several possible backhoes to be able to purchase one; and

WHEREAS, the Parties wish to enter into an Agreement to have the City purchase a backhoe and for the District to reimburse the City 33% (thirty-three percent) of the purchase price of the backhoe; and

WHEREAS, the Parties also wish to enter into an Agreement to proportionately split all operation and maintenance costs of the backhoe once it is purchased; and

WHEREAS, the Parties agree that the purchase and development of this backhoe is for the benefit of the Parties' residents and helps protect the health and safety of the Parties' residents; and,

NOW THEREFORE, in consideration of the mutual covenants and promises contained hereafter, the Parties hereto agree as follows:

ARTICLE ONE: EFFECTIVE DATE AND TERM OF AGREEMENT

Section 1.01

This Agreement shall become effective upon proper approval by the last of the participating Parties and shall continue in force unless earlier terminated as set out herein.

Section 1.02

Incorporation of Recitals. The Parties incorporate by reference the above recitals as part of this Agreement.

ARTICLE TWO: SCOPE OF AGREEMENT

Section 2.01 Purchase of Backhoe.

- A. The Parties shall jointly agree on the specifications and purchase price of the backhoe acquired under this Agreement.
- B. The City shall be responsible for the administrative aspects of purchasing the backhoe.
- C. The District shall reimburse 33% (thirty-three percent) of the total purchase price of the backhoe to the City within 30 (thirty) days of the purchase date of the backhoe.
- D. Upon the City's receipt of the District's payment, the District shall then own 33% (thirty-three percent) of the backhoe and the City shall own 67% (sixty-seven percent) of the backhoe. However, it shall remain titled under the City's name.
- E. The specifications and VIN of the backhoe shall be attached to this Agreement as Exhibit "A" for the record once it is purchased.

Section 2.02 Administration of Backhoe.

- A. Storage of the Backhoe. The Parties shall agree which Party should store the backhoe and the location where the backhoe is stored. There shall be no presumption or assertion of more ownership or control of the backhoe by one Party or another based upon the location where the backhoe is stored.
- B. Operating and Maintenance Costs. The Party who is storing the backhoe shall take the lead in ensuring that routine maintenance is done. Specifically, the storing Party shall alert the other Party of any maintenance work that needs to be performed on the backhoe, and the Parties shall coordinate and agree to maintenance work that needs to be completed. Operating and maintenance costs, other than fuel, shall be split 33% (District) and 67% (City). The Public Works Director shall determine each Party's fuel costs based on each Party's use of the backhoe and will invoice the District for its share of the fuel costs.
- C. Operator Proficiency. Each Party shall be responsible for ensuring that its staff assigned to use the backhoe shall be trained and competent to use the backhoe.
- D. Damage and Repair to the Backhoe. The Party using the backhoe shall be fully responsible for repairing damages to the backhoe that are the direct result of accidents or from using the backhoe in a manner for which the backhoe was not intended. The Parties shall be

proportionately (33% -District and 67% - City) responsible for any damage and repair to the backhoe that is the result of the ongoing and normal use of the backhoe.

- E. Management and Coordination. The Parties shall manage and coordinate such issues as acquisition, use, maintenance, and costs of the backhoe.
- F. Insurance. The backhoe shall be listed property under the City's property insurance policy. Each Party shall have insurance that covers their liability for the use and operation of the backhoe. In the event of property damage to the backhoe which results in an insurance claim, the deductible for the property insurance shall be payable or reimbursable by the Party using the backhoe at the time of the accident. Each Party agrees to cover the backhoe while in its care, custody, or control for general liability coverage.

Section 2.03 Term of Agreement and Disposal of Equipment.

- A. Term of Agreement. This Agreement shall remain in force so long as both Parties have a proportionate ownership (33% - District and 67% - City) of the backhoe. If one Party's Governing Body wishes to terminate this Agreement, that Party may approach the other Party's Governing Body by giving 30 (thirty) days' written notice of the Party's intent to terminate the Agreement and to see if the Parties can come to an agreement regarding the buyout amount of the terminating Party's interest in the backhoe. If the Parties cannot come to an agreement, then the Parties shall follow those procedures outlined in Article Three, Section E – Dispute Resolution, of this Agreement.
- B. Disposal of Equipment. If both Parties' Governing Body agree to dispose of the backhoe, the Parties' Governing Bodies shall agree to the method and any compensation that might be realized from the disposal of the backhoe. The Parties shall then each surplus the backhoe by each Party passing a resolution, which outlines method of disposal, by the City Council and the Board of Directors. The Parties shall split any proceeds from the disposal of the backhoe per their proportionate ownership share (33% - District and 67% - City).

ARTICLE THREE: MISCELLANEOUS

- A. Governmental Immunity. Both Parties are governmental entities under the "Utah Governmental Immunity Act." Title 63G, Chapter 7, Utah Code Annotated. Consistent with this Act, it is mutually agreed that each Party is responsible and liable for its own wrongful or negligent acts which it commits, or which may be committed by its agents, officials, or employees. Both Parties maintain all privileges, immunities, and other rights granted by the Act and all other applicable law and neither Party waives any defenses or limits of liability otherwise available under the Governmental Immunity Act or other applicable law.
- B. Liability and Indemnification. Each Party shall be responsible for its own activities. Each Party shall arrange to have the other named as an additional named insured under all relevant policies and shall provide a copy of the policies to the other Party upon request. The Parties further agree to indemnify each other against any and all expenses, liabilities, and claims of every kind, including attorney's fees, that result from a Party's actions.
- C. Default: In the event of a default by either Party, the defaulting Party shall have thirty (30) days to cure that default upon receiving written notice from the other Party, specifying with particularity the condition, act, omission, or course of conduct asserted to constitute a material

breach. The Agreement may not be terminated under this provision if during such thirty (30) day period the defaulting Party has cured, corrected, or eliminated such material breach or has taken steps to cure, correct, or eliminate such material breach, which steps, if diligently prosecuted to a conclusion, are reasonably designed to effect a cure, correction, or elimination. If the default has not been cured within the thirty (30) day period, then the Parties agree to participate in dispute resolution as outlined in Subsection E below.

D. Notice: Any notices to the respective Parties shall be as follows:

For the City: West Haven City Manager
4150 South 3900 West
West Haven, UT 84401

For the District: West Haven Special Service District Board Chairman
4150 South 3900 West
West Haven, UT 84401

- E. Dispute Resolution: If a default arises that is not cured or any other dispute arises under this Agreement that cannot be resolved by good faith negotiations, the Parties shall first have a meeting between the City Manager and the District Board Chairman. If they cannot resolve the default or dispute, the matter shall be submitted to non-binding mediation. The mediator shall be mutually agreed to by the Parties. If the Parties cannot agree on a mediator, they shall petition the presiding judge of the Second District Court for the State of Utah to select a mediator from a list of names submitted by the Parties. If the dispute is not resolved by mediation, it shall be submitted to binding arbitration. Within thirty (30) days of either Party serving a written demand for arbitration to the other Party, each Party shall nominate an arbitrator. Once selected, the two arbitrators shall within thirty (30) days select a third arbitrator. The arbitration hearing shall commence within sixty (60) days of the selection of the third arbitrator.
- F. Modification in Writing: The Parties anticipate that there may be amendments and modifications to this Agreement. However, any such modifications or amendments shall be binding but only if it is in writing, signed by both Parties and their respective attorneys, and approved by the Board of Directors of the West Haven Special Service District and by the West Haven City Council.
- G. Interlocal Cooperation Act Requirements: The Parties shall comply with the following requirements:
1. This Agreement shall be authorized by resolution of the governing body of each Party pursuant to §11-13-202.5 of the Interlocal Cooperation Act, Utah Code Title 11, Chapter 13, as amended (the "Act");
 2. This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each Party, pursuant to §11-13-202.5 of the Act;
 3. A duly executed original counterpart of this Agreement shall be filed with the keeper of the records of each Party, pursuant to §11-13-209 of the Act;

4. Except as otherwise specifically provided herein, each Party shall be responsible for its own costs and expenses hereunder, and for any financing of such costs; and
5. No separate legal entity is created by the terms of this Agreement. To the extent that this Agreement requires administration other than as set forth herein, it shall be administered by the District Superintendent and the City Manager.

H. Miscellaneous:

1. Both Parties agree to take such further action and to execute such documents as may be necessary to effectuate the terms of the Agreement.
2. No covenant or condition of this Agreement may be waived by either Party unless done so in writing by such Party. Forbearance of indulgence by a Party in any regard whatsoever shall not constitute a waiver of other covenants or conditions to be performed by the other Party and shall not be deemed to be a waiver of any rights such Party may have with respect to this Agreement.
3. This Agreement shall be governed by the laws of the State of Utah, both as to interpretation and performance. It shall be enforced only in the Second District Court located in Weber County, Utah.
4. There are no intended third-party beneficiaries to this Agreement. It is expressly understood that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in the Agreement shall give or allow any claim or right of action by any third person under this Agreement. It is the express intention of the Parties that any person other than the Party who received benefits under this Agreement shall be deemed an incidental beneficiary only. This Agreement may not be assigned by either Party hereto.
5. This Agreement contains the entire agreement between the Parties with respect to the subject matter hereof, and no statements, promises, or inducements made by either Party or agents of either Party that are not contained in this Agreement shall be binding or valid, and this Agreement may not be enlarged, modified, or altered except through a written instrument which is signed by both Parties. To the extent of any conflict between the provisions of this Agreement and the provisions of any later agreements, the later agreements shall be controlling.
6. It is understood and agreed by the Parties that if any part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with any law of the State of Utah, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced, consistent with achieving the stated intentions of the Parties herein, as if the Agreement did not contain the particular part, term, or provision held to be invalid.
7. Each Party, at any time and from time to time, at the request of any other Party's request, shall execute, acknowledge, and deliver any instrument that may be necessary or proper to carry out the provisions of this Agreement. In the case of any Party's refusal or failure to do so, it shall be the option of any of the other Parties to declare a default of this Agreement.
8. The use of the singular form of expression shall be construed to include the plural. The use of the masculine gender shall be construed to include the feminine gender.

9. The clause headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport, and shall not be deemed, to define, limit, or extend the scope or intent of the clauses to which they appertain.
10. No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement shall be taken and construed as cumulative, that is, in addition to every other remedy provided therein or by law.
11. The Parties agree that no presumption shall be attached to this Agreement because one of the Parties or one Party's attorney may have prepared it.
12. Any term in the Agreement that is intended by its nature to survive the execution date of the Agreement, shall so survive.

IN WITNESS WHEREOF, the Parties hereto have signed the foregoing Agreement by authority of appropriate resolutions of their respective City Council and Board of Directors, as applicable, and following approval as to form of their respective legal counsels, the day and year first above written.

Dated this _____ day of _____ 2025.

West Haven City

West Haven Special Service District

By _____
City Manager

By _____
Board Chairman

Attest _____
City Recorder

Attest _____
Board Recorder

Approved as to form:
Dated this ____ day of ____ 2025.

Approved as to form:
Dated this ____ day of ____ 2025.

City Attorney
West Haven City

District Attorney
West Haven Special Service District

EXHIBIT “A”

Purchased Backhoe

(All identifying information of the purchased backhoe shall be attached to this Interlocal Agreement at the time of purchase)

DRAFT

City Council
Staff Review Memo
June 18, 2025



CONSIDERATION OF AN UPDATED ZONING MAP FOR WEST HAVEN CITY

Request:	To review and make and approve an update to the City Zoning Map
Property Address:	The map covers the entire City
Property Zone:	
Property Size:	
Applicant:	West Haven City-Community Development
Agent:	

Governing Document(s):	WHC General Plan
Decision Type:	Legislative Recommendation
Staff Recommendation:	Recommend approval to the Council

Public Hearing Posting:	The public hearing was noticed and posted on May 28, 2025
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Background

West Haven City has been using an adopted zoning map (last adopted in 2023) that has had several changes. Most of these changes are related to the zone change application from property owners. However, the City has identified several properties within the City for which the zoning shown on this and past zoning maps was not supported by official action of the City Council. When the City adopted the map in 2023, it addressed most of those issues, but over the past two years, the City's engineering and GIS consultants have reviewed all past ordinances approved by the City Council since the City's incorporation and verified the zoning on each parcel. This has led to several corrections over the years. A couple of recent examples included

- The G&B Holdings Zone Change Application was reviewed by the Planning Commission on March 12, 2025. This zone change was for property located on 4000 S 4700 W from A-1 to C-2. Past maps indicated that this property was classified as C-2; however, upon review, it was found that no official action had been taken by the City to change the zoning of this property. Therefore, staff waived the application fee, and the property owner applied for the rezone to from A-1 to C-2

- Another recent example of an application was for Bowser Bath (the kiosk pet spa approved on 2700 W). This property on our zoning map was shown as A-1, but the City found minutes of zoning approval to C-2.

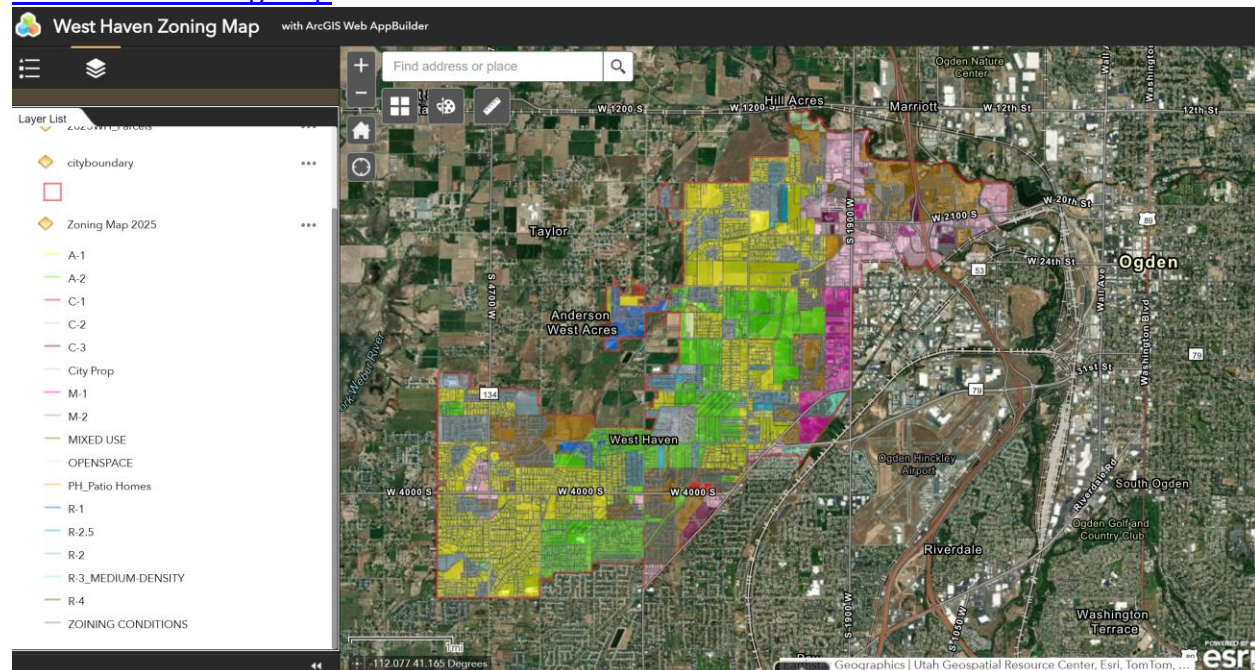
This map reflects the most accurate map of approved zoning to this point. Staff has included a map that shows each of the changes from the 2023 map to the proposed 2025 map.

New Update Process

The City has a history of bringing the zoning map to the Planning Commission on a regular basis (normally every couple of years) for adoption. This is when each of the past zone change approvals would be changed on the posted map. This will be the last time that staff plans to bring the full map for approval. Instead, staff plans to update the map after each approved zone change and post it in both PDF and GIS formats on the website. The GIS map will reflect each approved zone change soon after it happens, while the PDF will be updated on a regular basis. This will allow a more transparent and accurate process. Staff also does not intend for the acceptance of this map to override any past decisions made by the City Council, but is presenting this map to the Planning Commission as an official starting point after a thorough review process to determine the true zone of every property.

The City has the West Haven Zoning Map hosted through GIS, and it will be made available to the public. You can explore the map at the link below.

[West Haven Zoning Map](#)



Planning Commission Recommendation

The Planning Commission held the public hearing on June 11, 2025, there was no comment received. The Planning Commission made a motion to recommend to the City Council to approve the Zoning Map of West Haven City with the Map Draft Updates of May 2025 and the attached draft ordinance.

Staff Findings

1. The *Zoning Map-May 2025* has been compiled after a review of each zone change approved by the City Council.
2. The proposed map does not reflect the recent Isom Zone Change, ORDINANCE 03-2025 approved on May 5, 2025, which needs to be updated before final approval by the City Council. Staff has asked GE Civil to make the update and provide the updated map.

Suggested Motion

I make a motion to approve the Zoning Map of West Haven City with the Map Draft Updates of May 2025 and the attached draft ordinance, subject to the map being updated to incorporate ORDINANCE 03-2025.

ORDINANCE NO. 07-2025

AN ORDINANCE OF WEST HAVEN CITY, UTAH, ADOPTING A ZONING MAP FOR WEST HAVEN CITY AND ESTABLISHING AN EFFECTIVE DATE THEREOF.

Section 1 – Recitals

WHEREAS, the City of West Haven (“City”) is a municipal corporation duly organized and existing under the laws of Utah; and

WHEREAS, the City Council finds that in conformance with UC §10-3-702, the governing body of the City may pass any ordinance to regulate, require, prohibit, govern, control or supervise any activity, business, conduct or condition authorized by the laws of the State of Utah or any other provision of law; and,

WHEREAS, West Haven City has elected to have all properties within its municipal boundaries zoned for various purposes; and

WHEREAS, West Haven City maintains a print map documenting the zoning for such properties; and

WHEREAS, from time to time, changes and amendments to the zoning map are made; and

WHEREAS, the City has by ordinance and since the adoption of the last Zoning Map in September 2023, solely at the request of and with the consent of property owners, made changes to the zoning of various properties; and

WHEREAS, the City has found that the September 2023 Zoning Map depicts a couple of errors regarding certain zones on the zoning map that are not supported by ordinance; and

WHEREAS, the City has also found that there have been rezones of property that are not shown on the September 2023 Zoning Map; and

WHEREAS, the City finds that it needs to update and adopt the Zoning Map, attached as Attachment “A”, to correct any errors and depict the rezones that have occurred; and

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health and welfare is at issue in this matter and requires action by the City as noted above;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST HAVEN CITY, UTAH that:

1. The document attached as Attachment “A” entitled “Zoning Map- May 2025” is adopted and shall serve as the point from which all future zoning map amendments

are based. That this Zoning Map is the official zoning map of West Haven City as of this day of 18th June 2025.

2. That all adopted rezones that occur in the future will automatically update the Zoning Map.
3. That all adopted rezones enacted by the West Haven City Council that have previously occurred before the date of this Ordinance shall also be reflected on the Zoning Map.

The forgoing Recitals are fully incorporated herein.

Section 2 – Prior Ordinances and Resolutions

That the above changes, where they may have been taken from prior City Ordinances and Resolutions, are listed here for centralization and convenience; and that the body and substance of those prior Ordinances and Resolutions, with their specific provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

Section 3 – Repealer of Conflicting Enactments

All orders, ordinances, and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts thereof, which conflict with this Ordinance are, for such conflict, repealed, except that this repeal will not be construed to revive any act, order, or resolution, or part.

Section 4 – Savings Clause

If any provision of this Ordinance be held or deemed invalid, inoperative, or unenforceable, such will render no other provision or provisions invalid, inoperative, or unenforceable to any extent whatsoever, this Ordinance being deemed the separate independent and severable act of the City Council of West Haven City.

Section 5 – Date of Effect

This Ordinance shall be effective as of the date of signing and after being published or posted as required by law.

DATED the 18th day of June 2025.

WEST HAVEN CITY

Rob Vanderwood
Mayor

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 _____

RECORDER'S CERTIFICATION

STATE OF UTAH)
 : ss.
County of Weber)

I, EMILY GREEN, the City Recorder of West Haven, Utah, in compliance with UCA §10-3-713 and UCA §10-3-714 do hereby certify that the above and foregoing is a full and correct copy of **Ordinance No. 07-2025, entitled “AN ORDINANCE OF WEST HAVEN CITY, UTAH, ADOPTING A ZONING MAP FOR WEST HAVEN CITY AND ESTABLISHING AN EFFECTIVE DATE THEREOF,”** adopted and passed by the City Council of West Haven, Utah, at a regular meeting thereof on June 18, 2025 which appears of record in my office, with the date of posting or publication being June 18, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this 18th day of June 2025.

Emily Green, City Recorder

ATTACHMENT “A”

Attached to Ordinance No. 07-2025

Zoning Map dated June 18, 2025

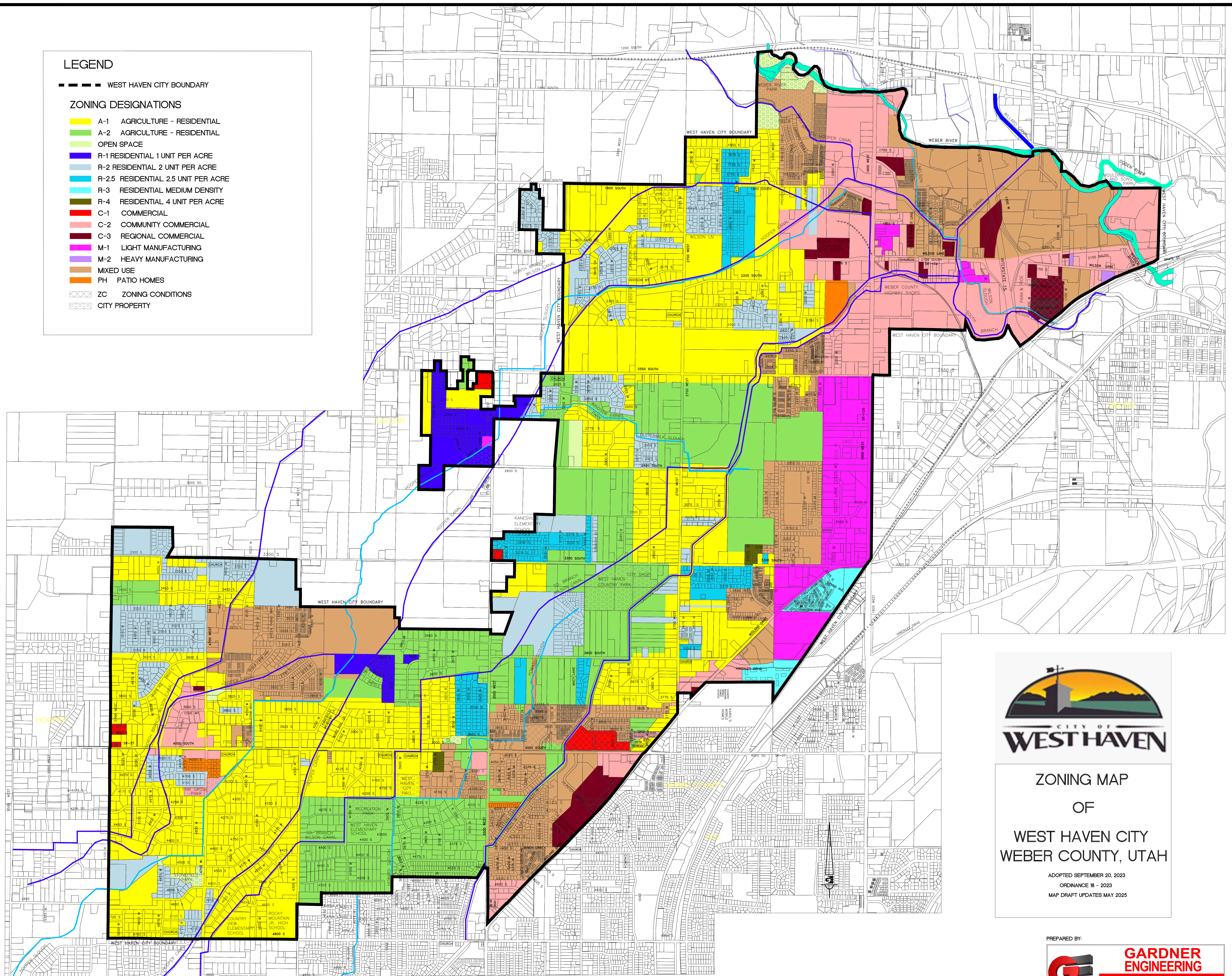
DRAFT

LEGEND

--- WEST HAVEN CITY BOUNDARY

ZONING DESIGNATIONS

- A-1 AGRICULTURE - RESIDENTIAL
- A-2 AGRICULTURE - RESIDENTIAL
- OPEN SPACE
- R-1 RESIDENTIAL 1 UNIT PER ACRE
- R-2 RESIDENTIAL 2 UNIT PER ACRE
- R-2.5 RESIDENTIAL 2.5 UNIT PER ACRE
- R-3 RESIDENTIAL MEDIUM DENSITY
- R-4 RESIDENTIAL 4 UNIT PER ACRE
- C-1 COMMERCIAL
- C-2 COMMUNITY COMMERCIAL
- C-3 REGIONAL COMMERCIAL
- M-1 LIGHT MANUFACTURING
- M-2 HEAVY MANUFACTURING
- MIXED USE
- PH PATIO HOMES
- ZC ZONING CONDITIONS
- CITY PROPERTY



ZONING MAP OF WEST HAVEN CITY WEBER COUNTY, UTAH

ADOPTED SEPTEMBER 20, 2023
ORDINANCE 18 - 2023
MAP DRAFT UPDATES MAY 2025

PREPARED BY:



**GARDNER
ENGINEERING**

CIVIL • LAND PLANNING
MUNICIPAL • LAND SURVEYING

1580 W 2100S, WEST HAVEN, UT 84401
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