



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

West Point City Council Agenda

West Point City Municipal Center – 3200 West 300 North
Friday, January 9, 2015

City Manager
Kyle Laws

City Council Visioning Retreat

8:30 am	Welcome & Call to Order – Mayor Craythorne page 5
8:35 am	City Finances and Upcoming Budget Issues – Mr. Evan Nelson page 15
9:30 am	Recreation Programs Discussion – Mr. Kelly Ross page 25
10:20 am	Break
10:30 am	Mixed Use Area and R-6 zone Discussion – Mr. Boyd Davis page 29
11:30 pm	Lunch (provided) - Zupas
12:00 pm	2014 Accomplishments – Mr. Kyle Laws page 29
12:30 pm	Future Projects and Priorities Discussion – Kyle, Boyd, & Paul page 31
1:30 pm	Break
1:45 pm	Parks Discussion – Mr. Kyle Laws page 35
3:00 pm	Open & Public Meetings Act Training – (Video Training)
3:50 pm	Miscellaneous Items – Mr. Kyle Laws
4:00 pm	Adjourn

After the meeting the City Council and members of staff will meet socially for dinner.

6:30 pm Dinner at Ruby River Steakhouse – 4286 Riverdale Rd, Ogden, UT 84405

* Order of items being discussed are subject to change. All times are approximate and may vary depending on the length of time needed for discussion.

Posted and dated this 7th day of January, 2015.

MISTY ROGERS

City Recorder

If you plan to attend this meeting and, due to disability, will need assistance in understanding or participating therein, please notify the City at least eight hours prior to the meeting and we will seek to provide assistance.

TENTATIVE UPCOMING ITEMS

Date: 1/20/2014

Administrative Session – 6:00 pm

1. Discussion of Amendments to the West Point City Cemetery Code – Mr. Paul Rochell
2. Audit Presentation – Mr. Evan Nelson
3. Review and Discussion of the Smith’s Marketplace Project
4. Discussion of Developer’s Agreement with Wright Development – Mr. Boyd Davis

General Session – 7:00 pm

1. Consideration of Release from Warranty for Wise Country Meadows, Phase 1 – Mr. Boyd Davis
2. Consideration of Approval of Fiscal Year 2014 Audit Report – Mr. Evan Nelson
3. Consideration of Resolution No. 01-20-2015A, Adoption of the West Point City Sewer System Management & Safety Plan – Mr. Paul Rochell
4. Consideration of Final Approval of the Smith’s Marketplace Site-Plan – Mr. Boyd Davis
5. Consideration of Rezoning the Property Located at Approximately 2200 West 300 North from A-40 to C-C - Mr. Boyd Davis
6. Consideration of Removing the Property Located at Approximately 2200 West 300 North from Agriculture Protection – Mr. Boyd Davis
7. Consideration of Approval of Contract with Horrocks Engineers for a Road Master Plan – Mr. Boyd Davis
8. Consideration of a Contract with Big T Recreation for the Installation of Playground Equipment for the Loy Blake Park – Mr. Kyle Laws

Community Development and Renewal Agency

1. Adoption of the minutes from the November 18, 2014 CDRA meeting
2. Consideration of Approval of Interlocal Agreements
West Point City Council

Date: 2/3/2015

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
2. Consideration of Ordinance No. 02-03-2015A*, the Rezone of the Property Located at Approximately 2000 West 300 North – Mr. Boyd Davis
 - a. Public Hearing
 - b. Action
3. Consideration of Approval of a Developer’s Agreement with Wright Development – Mr. Boyd Davis
4. Consideration of Ordinance No. 02-03-2014A, Amendments to the West Point City Cemetery Code – Mr. Paul Rochell
 - a. Public Hearing
 - b. Action
9. Consideration of Ordinance No. **-*-****, Proposed Mixed Use Zone – Mr. Boyd Davis
 - a. Public Hearing
 - b. Action

Future Items

Administrative Session

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

General Session

West Point City 2015 Calendar

January

- 1 New Year's Day - Closed
- 8 Planning Commission-7pm
- 9 Council Retreat
- 12 Senior Lunch-11:30am
- 19 Martin Luther King Day-Closed
- 20 City Council-7pm
- 22 Planning commission-7pm

February

- 3 City Council-7pm
- 9 Senior Lunch-11:30am
- 11 Council/Staff Lunch-11:30am
- 12 Planning Commission-7pm
- 16 Presidents Day-Closed
- 17 City Council-7pm
- 26 Planning Commission-7pm

March

- 3 City Council-7pm
- 12 Planning Commission-7pm
- 16 Senior Lunch-11:30am
- 17 City Council-7pm
- 26 Planning Commission-7pm

April

- 4 Easter Egg Hunt-10am
- 7 City Council-7pm
- 9 Planning Commission-7pm
- 20 Senior Lunch-11:30am
- 21 City Council-7pm
- 23 Planning Commission-7pm

May

- 2 Take Pride Day
- 5 City Council-7pm
- 7 Cemetery Cleaning
- 13 Council/Staff Lunch-11:30am
- 14 Planning Commission-7pm
- 18 Senior Lunch-11:30am
- 19 City Council-7pm
- 25 Memorial Day-Closed
- 28 Planning Commission-7pm

June

- 2 City Council-7pm
- 11 Planning Commission-7pm
- 13 Miss West Point Pageant SHS-7pm
- 15 Senior Lunch-11:30am
- 16 City Council-7pm
- 25 Planning Commission-7pm

July

- 4 Independence Day-Party at the Point
- 6 Independence Day Observed-Closed
- 7 City Council-7pm
- 9 Planning Commission-7pm
- 20 Senior Lunch 11:30am
- 21 City Council-7pm
- 23 Planning Commission-7pm
- 24 Pioneer Day-Closed

August

- 4 City Council-7pm
- 6 Summer Party-5pm
- 13 Planning Commission-7pm
- 18 City Council-7pm
- 21 Senior Dinner-5:00pm
- 27 Planning Commission-7pm

September

- 1 City Council-7pm
- 7 Labor Day-Closed
- 10 Planning Commission-7pm
- 15 City Council-7pm
- 21 Senior Lunch-11:30am
- 24 Planning Commission-7pm

October

- 1 Cemetery Cleaning
- 6 City Council-7pm
- 8 Planning Commission-7pm
- 14 Council/Staff Lunch-11:30am
- 16 Halloween Carnival-7pm
- 19 Senior Lunch-11:30am
- 20 City Council-7pm
- 22 Planning Commission-7pm

November

- 3 Election Day
- 7 Flags on Veteran's Graves YC
- 11 Veteran's Day-Closed
- 12 Planning Commission-7pm
- 16 Senior Lunch-11:30am
- 17 City Council-7pm
- 26-27 Thanksgiving-Closed

December

- 1 City Council-7pm
- 4 Christmas Party-7pm
- 7 City Hall Lighting Ceremony-6:00 pm
- 10 Planning Commission-7pm
- 15 City Council-7pm
- 18 Cemetery Luminary-4pm
- 21 Senior Lunch-11:30am
- 24-25 Christmas-Closed

January 2016

- 8-9 Council Retreat

City Council Staff Report

Subject: Council Retreat – City Finances
Author: Evan Nelson
Department: Administrative Services
Date: January 9, 2015



Background

When evaluating the financial state of a city, it can be difficult to know what data is most important to understand and what questions will lead to a proper evaluation. Since we can pull numbers on just about anything, it helps to simplify the conversation by narrowing in on a few of the most critical metrics. We'll approach this by asking some important questions and discussing key data points. While our review will not be comprehensive, it will be informative and shed light on the critical financial elements of West Point City.

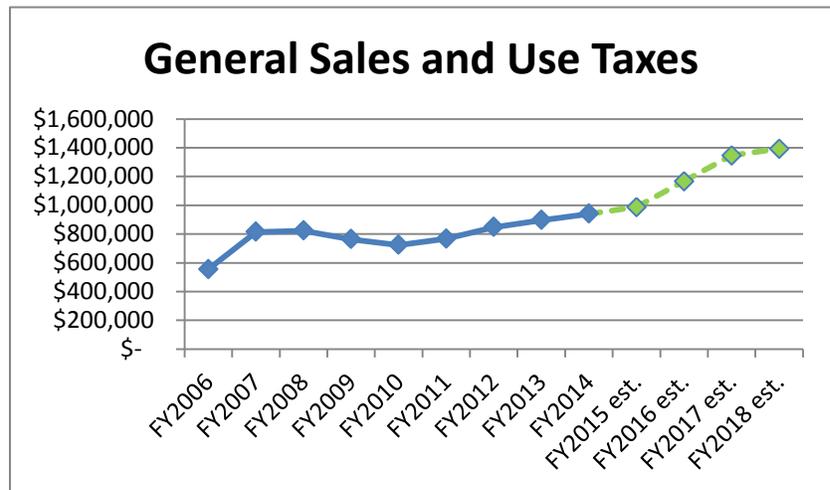
Analysis

Question #1 – How are revenues trending?

The City receives revenues of many types from many sources. Here, we will focus on four important revenue streams.

Sales Tax

Sales tax is important because, first, it is our largest source of General Fund revenue and, second, it is a reliable indicator of general economic conditions in the State. Currently, approximately 82% of our sales tax revenues are derived from statewide sales. We have been fortunate to benefit from a growing

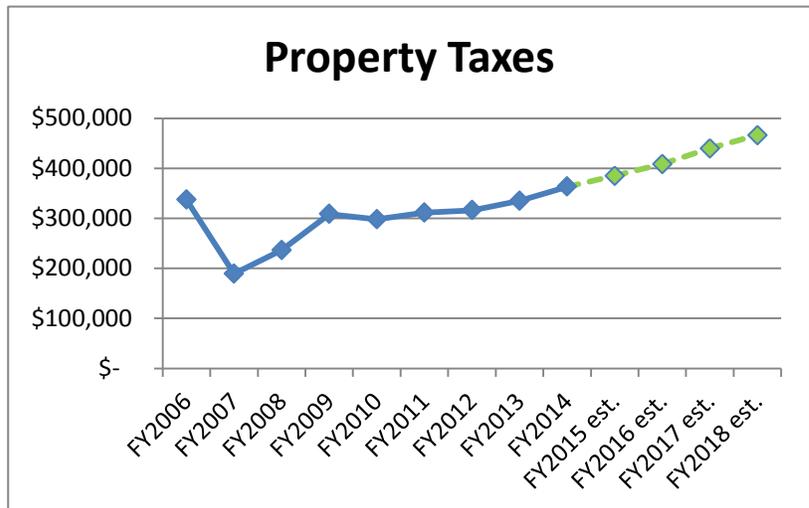


economy over the past several years. As shown in the graph, sales tax revenues dipped in fiscal years 2009 and 2010, but have been increasing since that time.

The graph also shows projected revenues for the current fiscal year and the following three fiscal years. Dramatic increases in Fiscal Years 2016 and 2017 include estimated impacts of the proposed Smiths Marketplace. Preliminary estimates indicate a 43% increase in total sales tax revenues from Fiscal Years 2014 to 2017.

Property Tax

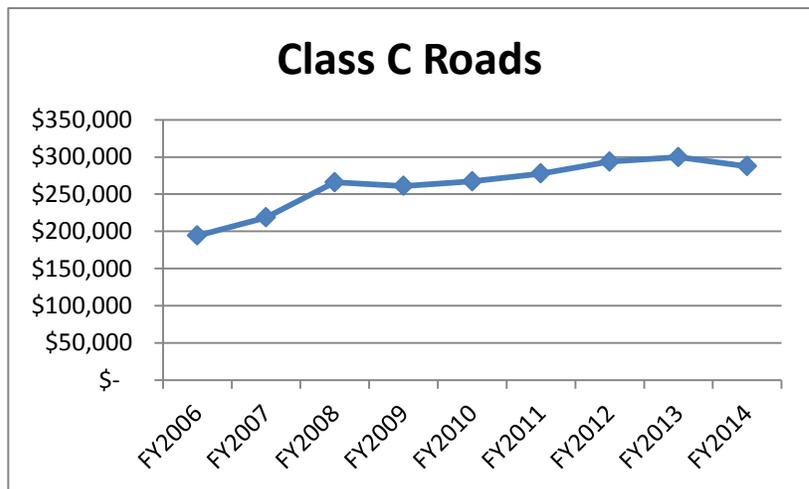
Property tax is the second largest General Fund revenue source. It is much more stable than sales tax because it is not directly tied to the economy. The stability of property tax helps to balance out the potential volatility of sales tax. Growth in property tax revenues over the past several years has come as a result of new development and the



Council's decision to maintain the tax rate or set the rate higher than the certified rate. The graph above shows the historical property tax trend and includes projections for the next several years. These projections assume similar growth rates and a steady tax rate. Property tax revenues related to the Smiths Marketplace have also been factored in beginning in Fiscal Year 2017.

Class C Road Revenue

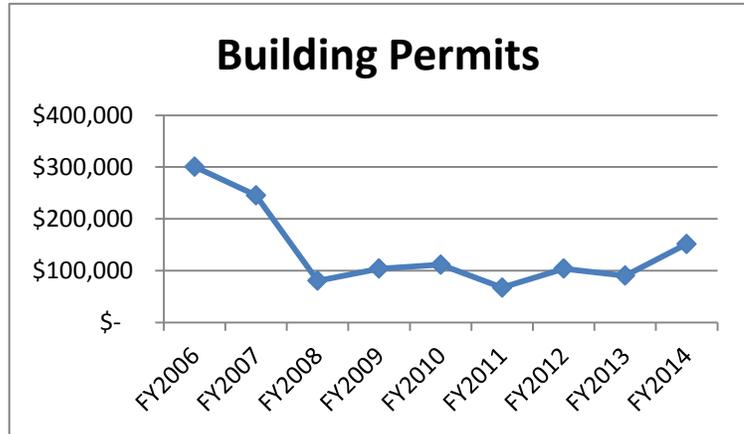
Class C Road revenue is generated through the gasoline tax and is restricted to transportation uses. Because of diminishing revenues, funding for roads has become a major topic of discussion at the state level. Our local Class C Road revenue has begun to reflect this decrease. FY2014 revenues were down 4% from the previous year. The gasoline tax is charged at the



pump on a per-gallon basis. As total gasoline consumption decreases, our revenues will continue to decrease, regardless of the price per gallon. However, recent improvement in the price of fuel may lead to an increase in consumption. In spite of these variables, West Point City remains in a good position with a Class C balance of \$735,447. We will continue to monitor revenues and pending legislation that may affect Class C revenues.

Building Permit Revenue

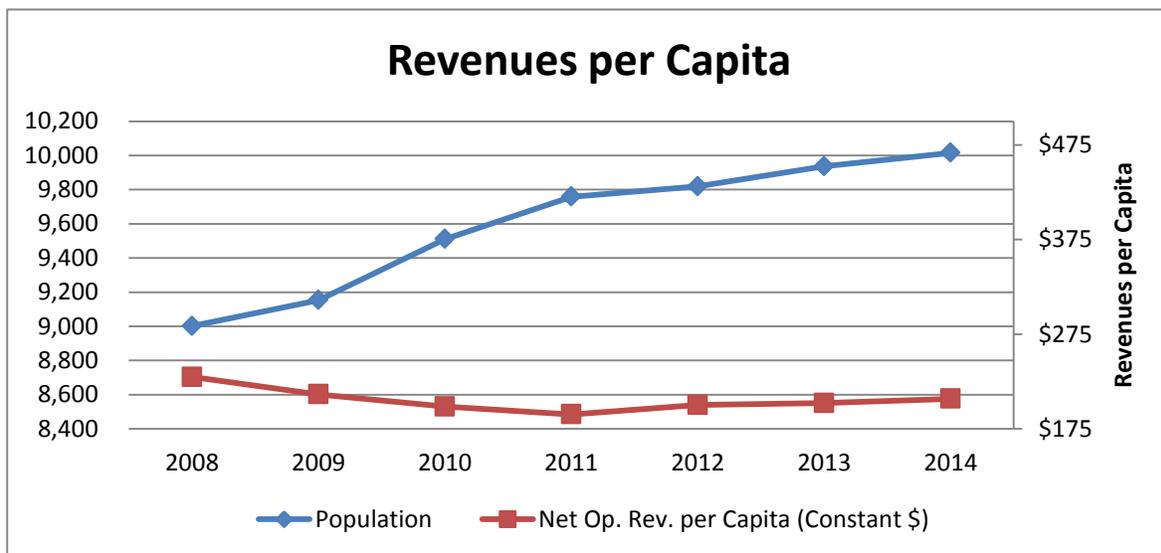
The final major revenue source we'll review is building permit revenue. Building permits provide a fair amount of one-time revenue to the General Fund. The trend is shown in the graph to the right. Like sales tax, this revenue stream is an excellent indicator of economic conditions. As you can see, the recession drastically reduced building permit revenue in 2007 and 2008.



and 2008. Since then, FY2014 is the first year to show significant improvement. We expect to see the trend continue to improve in the near-term.

Revenues per Capita

An evaluation of revenue trends is more accurate when inflation is factored into the equation. Doing this accounts for the diminishing value of the dollar over time. One of our standard financial health indicators calculates this. The Revenues per Capita graph compares changes in population with changes in revenue, adjusted for inflation. Revenues included in this data are General Fund and Class C Road revenues. Several years of significant population growth and an economic downturn had per capita revenues declining. However, since 2011, per capita revenues have been slowly rising. Slow, steady growth in this trend is ideal.



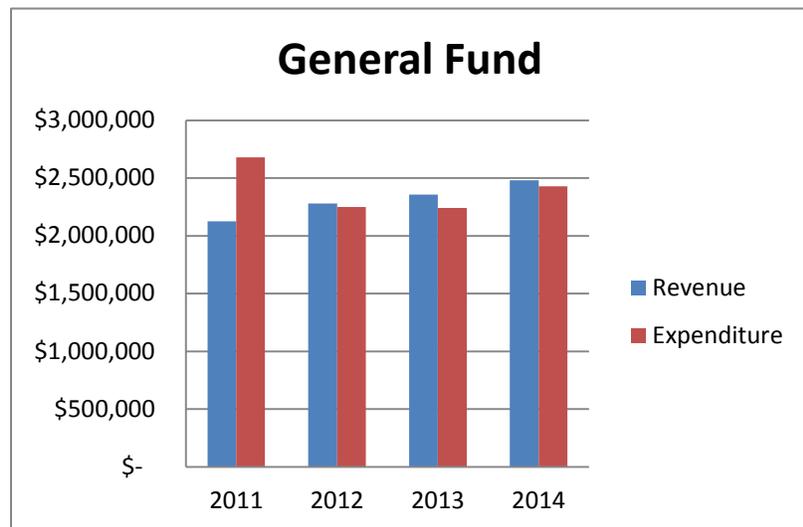
Question #2 – How well are we meeting current financial obligations?

To respond to this question we will review a comparison of operating revenues to expenditures in City utility funds and total revenues to expenditures in the General Fund.

General Fund

General Fund revenues have exceeded expenditures for the last three years. At the end of each fiscal year, we are required to transfer funds that exceed the State limit into the Capital Projects Fund. If this were not the case, the graph would show greater profit from year to year. Transfers from the General Fund to the Capital Projects Fund

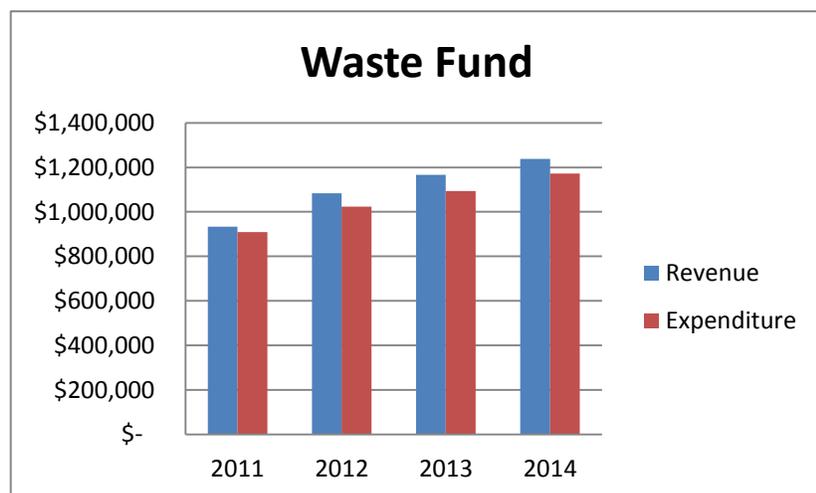
have been as follows: \$224,000 in 2011; \$329,315 in 2012; \$295,731 in 2013; and \$366,605 in 2014. We refer to this money as General Fund surplus and use it to meet the needs specified in the Capital Improvement Plan. In FY2011 expenditures exceeded revenues due to a large transfer of fund balance to the Special Revenue Fund.



Waste Fund

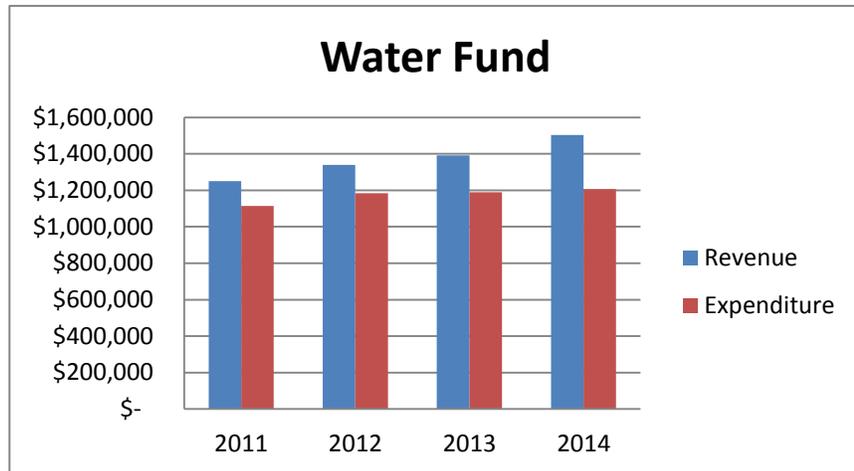
The Waste Fund revenue to expenditure comparison looks quite healthy. Both revenues and expenditures are increasing from year to year. Here are the reasons: (1) The greenwaste program was implemented in 2012. (2) The recycling program began in 2012 and was fully implemented in 2013. (3) Sewer rates have increased each year

beginning in 2012. The graph indicates that in spite of evolving programs, the City has carefully set rates to cover expenses and provide funding for large purchases and capital projects.



Water Fund

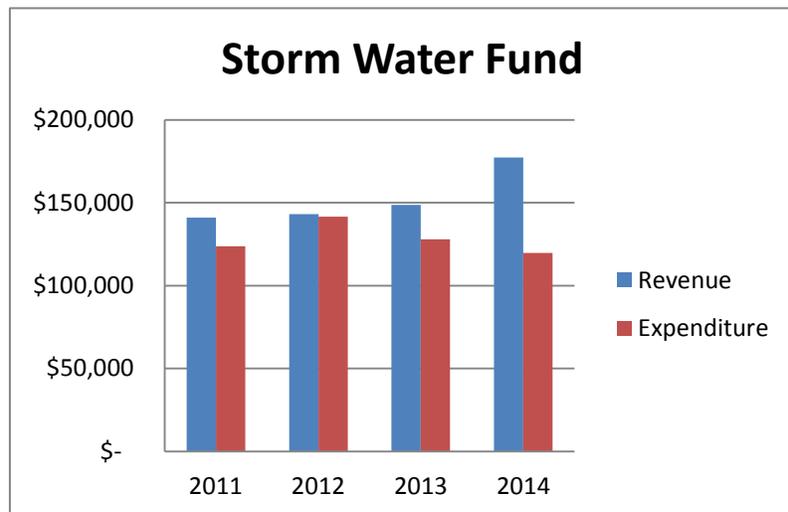
The Water Fund also shows a healthy comparison between revenues and expenditures. The graph shows revenues increasing steadily at a higher rate than expenditures. This is primarily due to culinary water rate increases that have been enacted each



year from 2011 to 2014. The rate increases were based on a rate study commissioned by the City that accounted for current and future operating and capital needs. There are no anticipated culinary water rate increases in the near future.

Storm Water Fund

Expenditures in the Storm Water Fund have fluctuated from year to year, based on projects. Revenues have steadily increased over that time. This past year, revenues were further bolstered by some minor accounting adjustments and a grant reimbursement. Overall, the Storm Water Fund is healthy and fund balance is building.

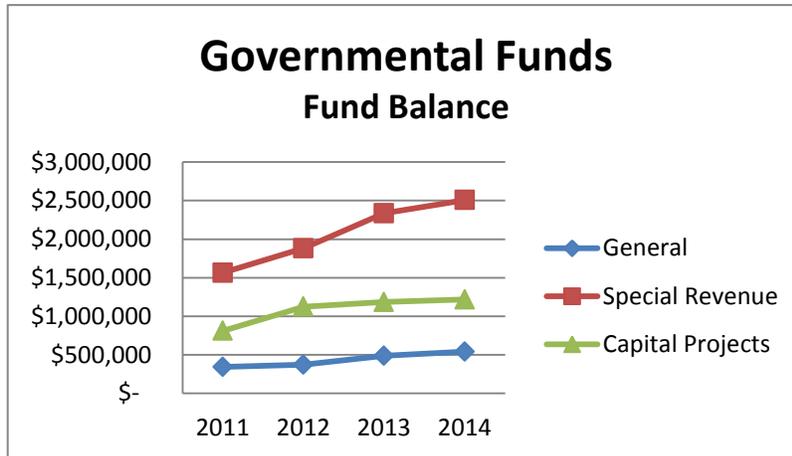


Question #3 – How prepared are we to meet future financial needs?

To respond to this question, we will review fund balances in the City’s major funds. This is an appropriate response because fund balance is essentially an accumulation of money left over after meeting current operating and capital needs, or, in other words, it is the amount of financial resources available to be spent. Some of these resources are restricted to particular uses, such as impact fee revenue, while some resources have no restriction. We will also compare fund balances to projected future capital expenditures.

Governmental Fund Balance

The trends in the graph below are very positive. Fund balance has been increasing in each fund over the past four years. The high balance in the Special Revenue Fund is primarily composed of impact fee revenues. These will be spent on impact fee-approved projects in the coming years. Increases to fund balance in the Capital Projects Fund are a result of

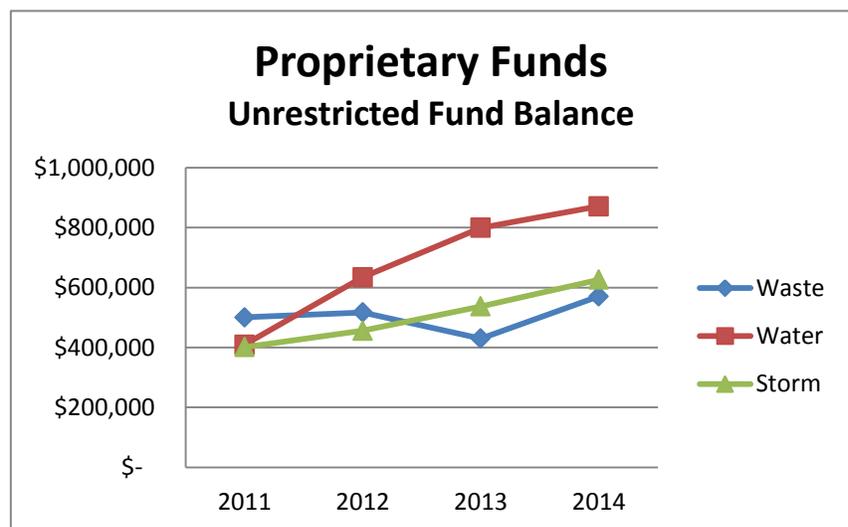


annual transfers of a portion of fund balance from the General Fund, in accordance with State law. The trends in the graph indicate that the City has been very conscientious over several years to ensure that annual expenditures are conservative enough to provide funding for future needs.

Proprietary Fund Balance

The graph below contains data for unrestricted fund balance. These balances are not restricted for particular uses, but may be reserved or budgeted and expended in accordance with each fund's respective purpose and the needs of the City.

The Water Fund balance is looking progressively healthier. This comes as a result of the water rate increase that has been implemented incrementally over the past three years. The Water Fund is in a good position to respond to present and future needs, including significant projects scheduled in the next few years.



The Storm Water Fund shows a positive trend as well, steadily increasing from year to year. The Waste Fund shows a decline in FY 2013 which came as a result of cash investment in capital improvements for the 4500 West sewer project. The balance rebounded in FY 2014.

Fund Balances Compared to Projected Capital Expenditures

Fund balance is a helpful data point to use in evaluating the City's ability to provide for future needs. In order to get an even better feel for how far the fund balances will stretch, we will compare them to scheduled expenditures in the five-year Capital Improvement Plan. The numbers are summarized in the table below. As you can see, in the cases of the Special Revenue and Water Funds, we have not yet accumulated enough balance to meet the needs for the next five years. This is expected since we intend to add to the fund balance each year. In the cases of the other funds, we may have the opportunity for additional project programming. This can be evaluated in the budget process. Overall, the City funds are healthy and well-positioned to continue providing excellent services to residents.

	2014 Fund Balance	5-Year Scheduled Expenditures	Difference
Spec Rev	\$ 2,506,591	\$ 4,827,058	(\$2,320,467)
Cap Proj	\$ 1,217,937	\$ 1,128,025	\$89,912
Waste	\$ 570,683	\$ 439,225	\$131,458
Water	\$ 871,276	\$ 1,116,125	(\$244,849)
Storm	\$ 626,379	\$ 267,025	\$359,354

Question #4 – What are the major budget issues for the upcoming fiscal year?

In preliminary budget discussions we have identified several budget issues that will be addressed during the budget process. Summaries of these issues are provided below.

Water Meters

Currently the City replaces or repairs approximately 23 water meters each month. In the past, many of these repairs have been covered by a manufacturer's warranty. The warranty available in the past will be expiring soon and some meter parts currently being used will be discontinued. This will result in a higher cost for replacing and repairing water meters. The budget for water meters in FY2015 is \$35,000. To provide for the increasing expense, we are proposing a budget of \$65,000 in FY2016.

Lawn Mower

The City owns several lawn mowers for maintaining parks and other City properties. The 42" Walker mower is primarily used to maintain the City Cemetery property and has met or exceeded its useful life. We propose budgeting \$18,000, in FY2016, for the purchase of a new lawn mower to replace the Walker mower.

Health Insurance

Health insurance continues to be a difficult cost to estimate as provisions of the Affordable Care Act are implemented and others are delayed or modified. The City was fortunate to be

able to maintain the current health insurance plan this year, under a grandmother provision. The City's health insurance plan will come due for renewal again on December 1, 2015, nearly halfway through the fiscal year. Because of the timing, it will be difficult to estimate the cost of increases to health insurance during the budget process. Last year we budgeted a 12% increase to health insurance. The actual budget increase came in at about 7.9%. Due to the uncertainty, we again propose budgeting for a 12% increase, subject to Council review and approval at the time of renewal.

Retirement

West Point City participates in the Utah Retirement System (URS). Retirement rates are set by URS and have been increasing each year. Preliminary information provided by URS indicates that rates will *not* be increasing in FY2016.

County Sheriff Contract

West Point City continues to contract with the Davis County Sheriff's Office for law enforcement services. Our contract with them allows for an annual increase based on inflation. We propose budgeting an increase of \$2,400, which is approximately 3%. Additionally, the City Manager has had preliminary discussions with the Sheriff regarding additional law enforcement needs necessitated by the Smiths Marketplace development. While a set amount has not yet been determined, we will propose an additional increase to the budget to allow for this adjustment.

Salary Adjustments

The current Pay Plan calls for a merit increase of up to 2% each year, depending on what the budget can support. Additionally, every other year there would be a 2% market adjustment to keep our salary ranges close to the market (i.e., Cost of Living Adjustment). In both cases (merit increase or COLA), actual increases to employee pay would be subject to positive performance and budgetary restrictions. This year we will be looking at a 2% merit increase plus a 2% market adjustment (COLA). We are too early in the budget year to determine whether the budget can support this, so we will discuss it in greater detail as we move forward in the budget process. This year our Human Resources Manager will be performing a market study to compare West Point City salaries with those of other comparable cities in our region. Any proposed changes to salary ranges will be submitted to the City Council for approval.

Conclusion

In summary, West Point City is in good financial condition. The future looks positive. The budget season brings new challenges and opportunities. We will continue to monitor revenues, expenditures, budgets, and economic factors to assist the City Council in its financial stewardship role.

Recommendation

No action required. This is for discussion purposes only, but staff would like any feedback or direction the Council may have.

Significant Impacts

There are no significant impacts at this time.

Attachments

No attachments.

City Council Staff Report

Subject: Recreation Programs
Author: Kelly R. Ross
Department: Recreation
Date: January 9, 2015



Background

As we begin a new year it is important to look back on last year's accomplishments and areas where we can improve. As the number of participants continues to increase, and as we add new programs, we need to make sure we don't let the high quality of our programs drop. As a staff we have always sided that "Quality" is much more important than "Quantity", at the same time it is important to offer a variety of programs, so everyone feels they have an opportunity to participate in programs they enjoy.

Analysis

General Information about Recreation Programs

Since 2003 we have needed to combine with surrounding cities (Clearfield, Clinton and Syracuse) in certain programs because we have not had the numbers to run our own leagues. Since we were the new guy, and we needed their help, we have always had to cater to the other participating city's dates, times and locations. This has caused some confusion and inconvenience for our participants at times. As our numbers continue to increase and the surrounding cities numbers have leveled off, and in some instances decreased, we have started to see the tables turn. We have helped Clearfield the past few years in return for their help in the past. They have had the need to send some of their teams to participate with our Jr Jazz program. It has been a difficult task to try and keep their fans and coaches under control recently, and since we have enough teams to run our own league, we have decided not to combine with them this year.

As Jr Jazz registrations wrapped up this year, we received a call from Clinton City asking to combine with us for the 5th-6th grade girls league. This is the first time they have needed to do this as they have always had enough participation in the past. Kyle and I talked and decided since we were also short on teams for this age group we would combine on the condition they come to West Point since we had our dates, times and location already out to our residents and the location was at the West Point Jr High rather than North Layton. They felt we should combine with them and travel to North Layton to play in the middle of the week and as a result, they chose not to combine with us and said they would go with

Clearfield. This choice did put us in a bit of a bind since we only had two teams, but it was nice to be able to stand our ground. After many phone calls, emails, and a little begging we were able to come up with more than enough girls to run our own league, giving us 4 teams (more teams than any of the surrounding cities in this age group).

We will continue to combine in certain programs, 5th-6th grade soccer and some of the girls' softball leagues, but since we have the soccer fields, softball diamonds and participants, the participating cities all go into these programs fairly evenly.

In the past we have had some complaints that pictures, rosters, game and practice schedules were not delivered in a timely manner. One resident became quite rude as I met with her at my home to discuss her concerns. I thanked her for bringing it to our attention and told her unless we hear from our residents it is easy to think all is well. She assured me that her children would no longer participate in our programs. We took her complaint and the other concerns we receive and went to work on correcting the problem. Pictures are now taken the first week of games so we have plenty of time to deliver them before the season is over. Rosters, game and practice schedules are emailed to coaches and participants well before the first practice unless we are still working on teams for a certain age group or league. We have received many emails thanking us for the timely manner they are getting information now. I contacted the resident I met with and thanked her again for bring her concerns to our attention and that we were in the process of correcting our mistakes. Her children have since signed up to participate in our programs again.

The addition of the new restroom at Loy Blake Park has provided more storage space for our recreation equipment. This has made it easier to inventory our equipment and will help it last longer since we now have enough space to store it properly.

One final note on the general condition of the recreation programs – Every year more of our residents are choosing to register online. For many years we have used a third party company named Sportsites to handle these online registrations. Sportsites charges us \$5.00 per registration, and we have had to increase our fees in the past to cover this cost. I have never liked the format Sportsites uses, but our former City Manager wanted to continue to use them because they stored all the data. This year starting with basketball we have changed our online registration and are now using Xpress Bill Pay, the same company who handles our online utility bill payments. Switching to Xpress has allowed us to create our own form and collect the data we need. This has been easier for the front desk, for the recreation department, and for our residents. Additionally, this has been a lot less expensive. Forty percent or 205 of our basketball signups were done online, and using Xpress instead of Sportsites, we saved the City around \$1,000.

Recreation Programs

Below I will give an analysis for each of our programs.

Jr. Jazz Basketball: Jr. Jazz, in general, is the largest running youth basketball league. This program covers 5 states with over 55,000 participants annually. Many cities run their own programs, but because of the support, jerseys and game tickets the Utah Jazz provide we are able to keep our cost down while providing an excellent program. As mentioned above, this will be the first year we will not rely on other programs to run our league. While the surrounding cities are down in numbers this year, our numbers have increase from 474 to 496. Last year we were short on participants for our 1st and 2nd grade girls. To help increase those numbers we ran a development clinic for the girls who signed up and told them to bring a friend. We taught them the basics of basketball and from the clinic we recruited enough girls to run a league. The best part is every one of those girls returned to play this year because of the experience they had last year. Because the 1st and 2nd grade clinic was so successful we ran an Elementary School Girls Basketball Camp last June. We had Coach Follett, the girls basketball coach at West Point Jr High and Holly Thomas the girls basketball coach at Sunset Jr High (both are residents of West Point) help with the camp. It was a big success, not only did it provide revenue for the city, but almost every girl that attended signed up to play Jr Jazz this year. We plan on making this an annual event and expanding it to the elementary age boys.

This year because of the success we have had in our Basketball and Volleyball camps, focusing on teaching, we will be practicing more and playing fewer games. It has become clear to us that when they learn how to play they have more fun and holding more practices gives them a chance to learn rather than just play games all season without any set practices.

Spring and Fall Soccer: We have continued to see growth in West Point City's Soccer Program over the years. We started offering a soccer program because residents wanted an alternative to AYSO, which mostly plays on Saturdays. We play our games on week nights and our program is offered from Kindergarten to 6th grade, all leagues being co-ed. The older our participants get the fewer our numbers are, as the serious and more skilled players opt to play in competition leagues of their own gender. Some residents want us to go in that direction, but we feel our program offers a chance for all skill levels and those who want to play for fun.

It is important to note that the Davis School District has decided to remove all the soccer goals from their fields due to liability, injuries, and wear on the fields. Because of this we will likely see a higher demand for the use of our fields.

Baseball and Softball: Baseball and softball is currently our largest program. Our program includes kids from Pre-Kindergarten to 9th Grade. Because the Public Works and Parks crews have done such an excellent job of keeping our fields and parks in great shape, we get a high number of residents out to the games.

We are the only City in the area that has machine pitch for our 3rd-4th grade boys. It is a faster game and it focusses on hitting, fielding and a better understanding of the game. Most 3rd and 4th grade boy's arms are not developed enough to be pitching at that age, and if they are, coaches seem to over pitch them. Some feel this puts a disadvantage to our boys and some have left our program because of it. However the following example validates our view. Up until two years ago our 5th and 6th grade boys all-star team played against an all-star team from Syracuse. Syracuse was picking their team from a higher number of boys and they had been playing live pitch in their 3rd and 4th grade division. In spite of that, we beat them 4 years in a row.

We also combine our Jr High boys with Syracuse and a West Point Team has won the division and post season tournament for the past 3 years.

West Point City Softball has the highest number of participants of the surrounding cities. I truly believe that this is a result of the Councils support of our program and making East Park a softball facility.

Football: The football program has remained fairly consistent. The program lost some participants when we initiated the Fall Soccer program, as participants had another option. Additionally, with the concerns regarding concussions and media coverage on the subject, some parents have elected to not have their child play football. Overall, West Point City's Football Program remains solid and competitive as we continue to fill a team in each of the divisions.

Every spring for the past 14 years I have conducted a Spring Football Camp, two years ago we started running it through the City Recreation Program. We measure, weigh and test the participants so we can see their growth and improvement each year. We run it similar to the Nike Sparq combine, only we do push-ups in place of bench press. Most years we have had BYU Football players attend one of the days to run skill development drills with our participants. Last year we had BYU, Utah, and Weber State players attend and assist.

We have lost many players because parents fear the chance of their child getting a concussion. This year I would like to have a neurologist at the camp to explain and answer any questions parents might have concerning concussions. Many articles have

been written showing that players are less likely to get hurt or receive a concussion playing football than they are in other sports. It is my belief that many of our parents are misinformed. I would appreciate any feedback you have on this idea.

Just to let you know, we have taken concussions very serious in our programs. USA Football, who is owned by the National Football League, has a three hour training with an accompanying test on the subject. We require all of our coaches to take this course regarding concussions. In addition, we have also provided training to our coaches on proper tackling techniques.

This year I am also requiring a form to be filled out on all injuries that occur during practices or games. In 14 years I know of only 3 broken legs and 2 reported concussions.

Some residents have asked the question why we give our coaches shirts and offer game day shirts and hoodies for football and not the other sports. One reason is our coaches put in more hours, usually at least 8 hour a week for 2 ½ to 3 months. The second reason is we sell the game day shirts and hooded sweat shirts to help offset the costs of this program. This year we made around \$2,500 in sales. It certainly takes time and can be a bit of a pain to administer, but the participants and their families love them and it brands our program.

Volleyball: Volleyball is the up-and-coming program for the City. With the help of Coach Follett from West Point Jr. High, volleyball has continued to be a success. This past year we went from 96 to 120 participants. From our program, a group of boys have put together a team and are competing in some tournament this year. South Ogden City also runs a volleyball program, so next year we hope to get together and play some matches against them. We continue to be the only city in our area that offers a volleyball program. Clearfield tried this year, but they only had 4 girls sign up.

3on3 Basketball Tournament: The West Point Basketball tournament has been part of the West point 4th of July Celebration for the past 21 years. In the second year I was asked by the City Council to run the tournament. I agreed only if I could decide where any profits would go. At the time I was coaching an AAU Basketball Team and we used it as a fundraiser to help cover costs. The tournament was run by my family, the AAU team, and their parents. The entry fee paid for the costs of the tournament, we would find sponsors and put their name on the t-shirt to make any profit. The team ran the tournament for about 8 years. For the two years after that profits were given to the Clearfield High Cheerleaders and for a couple of years it went to West Point Jr High Cheerleaders. Many programs wanted the proceeds but nobody wanted to help my family and friends run the tournament. About 6 years into running the tournament, the

City Council, driven by Barbra Langston, decided they wanted to run the tournament, thinking it was a money-making activity. I was fine with it, because it is a lot of work. Two weeks before the 4th of July Roger Woodward called me and asked me if I could still put it together. They had found out it was a hassle and they could not get sponsors or volunteers to run it. So I was back in and have been ever since, although I have tried to get out of it only to have my family tell me I can't because it is a family tradition. They have never known anything different on the 4th of July. We stopped getting sponsors when we stopped giving the profits to an organization. We just wanted to make sure we gave away good awards and cover the cost of shirts and shorts for my family members and friends who help with the tournament, and then we would all go out for a meal when the tournament was over. I also buy myself a new pair of shoes to match the shirts and shorts each year.

Two years ago, Kyle came to me and asked if we could run the tournament through the City, because of my position as the Recreation Director there was some concern of whether the City was sponsoring the tournament or I was. I was fine with allowing it to be a City event because it would free up some of my personal time. The only request I had was that I did not want to cheapen the tournament. We agreed that if it would not cost the City we could continue to run it as it had been run. I know some council members have been asked why the 3on3 volunteer gear is so much nicer than the other volunteer shirts, especially since many of them are my family members. The reason, as explained above was that we agreed to not cheapen the tournament, additionally, it is not easy to find people to run this tournament all day on the 4th of July. The last thing I want is people to think badly of my family members because of this. I would like the council's thoughts on outfitting my volunteers with nicer gear and whether they think the tournament should continue on. I'm happy to do it, but not at the expense of ill feeling towards those who help run it. It may be that the tournament has run its course and we need to go in another direction. Any feedback would be appreciated.

Future Programs: There are several programs that residents have requested become part of our City programs. Some of those include:

- Lacrosse
- Pickle Ball
- Frisbee Golf
- Tennis

With the reconstruction of the tennis courts and basketball courts we will be able to have future basketball camps and maybe even tennis lessons.

With the council's support, we will continue to add sports camps. These can be a very effective way of teaching the correct way to play and help develop skills, and in many cases can be revenue sources for the city.

We will continue to work with John Schneider at the Schneider's Bluff Golf Course for Jr Golf. There will also be women's golf lessons this summer at the golf course.

Recommendation

- Continue to support high quality recreation programs.
- Have a vision for the future:
 - More open space for playing fields.
 - Work with the Jr High on a joint venture to put an outside restroom facility at West Point Jr High.
 - Develop the nature park area for additional parking, field space and maybe even Pickle Ball courts.

Significant Impacts

As we expand our programs and see more participants, we need to continue to focus on the individual. We keep a high percentage of our residents happy with our programs, but percentages are meaningless if your child is on the wrong side of them.

Programs need to be properly funded and staffed. The addition of Taylor Russell has been a great help to our program.

As programs and participation continue to grow, gym space, field space and additional staff will be needed.

Attachments

West Point City Recreation - Participation Numbers



WEST POINT CITY RECREATION - PARTICIPATION NUMBERS

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Jr Jazz	342	429	468	435	462	432	451	487	480	480	471	474
Spring Soccer						219	251	242	237	330	321	277
Baseball and Softball	231	368	389	459	507	524	509	546	499	478	485	511
Fall Soccer								147	220	192	184	220
Football	83	101	141	175	187	202	208	186	207	169	165	154
Volleyball											96	120
Totals	656	898	998	1069	1156	1377	1419	1608	1643	1649	1722	1756

City Council Staff Report

Subject: General Plan Mixed Use Area
Author: Evan Nelson/Boyd Davis
Department: Community Development
Date: January 9, 2015



BACKGROUND

The Planning Commission has been discussing a proposed amendment to the City Zoning Ordinance related to the Mixed Use Area located on 300 North, midway between 2000 West and 3000 West. The Planning Commission held several in depth discussions on the subject of the Flexible Use/Mixed Use Area. We have attempted to incorporate the guidance of the Planning Commission in the current proposed code, outlined below.

ANALYSIS

The Mixed Use Area was added to the General Plan a couple of years ago when the plan was updated to include the area known as the “church farm”. Although it was added to the General Plan there were no guidelines in the zoning code to regulate the area. In fact, the term “mixed use” did not even exist in the zoning ordinance. It was always the intent to address the code at a later date. Although the mixed use proposal was started some time ago, it is very timely in light of the proposed Smith’s Marketplace development that has been announced.

The proposed Mixed Use Area Code is provided below.

Chapter 17.25.085 Mixed Use Area

The area on the General Plan Map designated as “Mixed Use” has been created to encourage development that is market-driven and to further the following four objectives:

- 1. Preserve adequate space and opportunity for commercial development*
- 2. Provide an opportunity for high density residential development and research and industrial development.*
- 3. Allow flexibility in the arrangement of uses for this area*

Applications for development in the Mixed Use Area will be evaluated on how well the proposed development(s) further these objectives.

Development in the Mixed Use Area shall also be subject to the following criteria:

- A. The development area shall be rezoned according to its proposed use(s) in accordance with City Code 17.05.090.*
- B. Acceptable zones in the Mixed Use Area include: R-4, R-5, R-6, N-C, C-C, R-C, P-O, and R/I-P.*
- C. Vertical stacking of uses may be allowed in the Mixed Use Area, in accordance with City Code. Vertical stacking of uses will only be allowed under the following conditions:*
 - a. R-6 is the only zone that can be stacked on top of other zones.*
 - b. N-C, C-C, R-C, and P-O are the only zones that can have the R-6 Zone stacked on top of them.*
 - c. Stacking of zones must be approved by the Planning Commission and City Council through the standard rezone process.*

You will notice that the proposed language above includes an R-6 zone, which does not currently exist. This is intended to be a high density multi-family residential zone. It was envisioned that the mixed use area would allow high density developments such as apartments, but the current code does not allow such developments. If the mixed use proposal is adopted as written then the R-6 zone will also need to be created. In review of multi-family zones in other cities it was determined that the most common density for a typical 3 story apartment complex is 20 units to the acre. Typical apartment buildings are limited to 3 stories to avoid the requirement for an elevator.

There were three key points that were discussed at length with the Planning Commission before they arrived at the final proposal. First was a discussion regarding the name of the area. At one time staff proposed changing the name to "Flexible Use" as it seemed to describe the intent better. However, in the end it was determined that it would be better to leave the name to avoid the need to amend the General Plan.

Second, the original proposal included specific limits on each land use type that could be used in the Mixed Use Area. Staff proposed percentages for each type, however, the Planning Commission felt it was not necessary and that the Planning Commission and City Council could determine on a case by case basis if the land use types were appropriate.

Lastly, the Planning Commission felt it was important to include some objectives that were to be met by the developers within the Mixed Use Area. These are included in the opening of the proposed code.

It is true that the proposed code is *very* flexible. However, we feel that the City's interests would be protected by the authority of the City Council to approve or deny zone changes. The style of this code is such that the burden of ensuring proper zoning and development rests more with the Planning Commission and the City Council than would be the case with more restrictive codes. However, this style also bends with the needs of the market and could result in development that harnesses greater private sector ingenuity than what we may have seen in the past. Really, the possibilities are endless.

At the last City Council Meeting, there were a few concerns that were brought up that we would like to discuss further and get some direction from the Council. First, the possibility of imposing limits on each zone that could be allowed in the mixed use area. Second, the inclusion of the proposed R-6 zone. This zone would need to be defined if the mixed use code is accepted as it currently stands.

Another question that was asked was whether a "performance zone" is similar to a "flexible use area" or a "mixed use zone". A performance zone is a zone that does not specify particular uses, but rather performance standards that any use would need to meet before being permitted. For example, the standard may be a particular limit on light or noise. If a use was proposed that would exceed the noise or light standard then it would not be allowed. A performance zone is similar to the flexible use concept in that it allows the property owner the flexibility in choosing the use, but it also sets performance standards, which is not part of the flexible use area concept.

Staff was also asked to check if other cities are using similar zoning concepts. There are several cities that have "mixed use" zones that allow a variety of uses in a single development, however there are no cities that we could find that have a flexible use area. However, this is not surprising. The flexible use area is not particularly innovative. It is essentially an undefined area of the general plan. We are fairly certain that other cities have undefined areas of the general plan. Creating a flexible use area in the

city code would simply give guidelines on how to proceed with a zoning application in an undefined area. However, there is no requirement to codify these procedures. The area could simply be left as undefined on the general plan and can be defined at a later date.

RECOMMENDATION

No action is required at this meeting. This is intended for discussion only, however, Staff would appreciate any feedback that the Council may have.

SIGNIFICANT IMPACTS

There are no significant impacts at this time.

ATTACHMENTS

None

City Council Staff Report

Subject: 2014 Accomplishments
Author: Kyle Laws
Department: Executive
Date: January 9, 2015



Background

During our Management Team Retreat we spent some time listing all of the accomplishments we could think of for 2014. Knowing how busy the year felt, we were not surprised to discover a long list of accomplishments.

Analysis

During the Council Visioning Retreat, Staff will review this list. While highlights for some people may not appear to be highlights for others, here is a short list of some of those accomplishments:

- 200 South water line and road (through Cody Turner's property)
- Smith's Marketplace Announcement
- Community Development & Renewal Agency Created
- 2000 West water line from 200 South to 300 North
- Pedestrian Trail Crossing on 800 North
- Changing online registration for Recreation Programs
- New Pavilion at East Park
- New Code Enforcement Officer (Mike Osiek) & Vehicle Wrap
- New Subdivision Approvals
- Eagle Projects (nearly 50 new trees planted in the parks)
- Dead Trees removed from Loy Blake Park
- Military Memorial Committee established
- Restructuring of Public Works Staff & hiring of Kolten Kay
- Purchase of the Vac Truck
- New City Hall Hours
- Personnel Policy Update (Employment Classifications, Compensation, and Leaves)
- Another successful 4th of July Celebration
- Social Media presence (Facebook & Twitter)

We will discuss some of these in more detail on Friday. We will also go through several other accomplishments not listed here that are also important and significant.

We are very happy with what was accomplished during 2014 and are hopeful for another big year in 2015.

Recommendation

- No formal action is required. This is for discussion purposes only, but Staff would like any feedback or direction the Council may have.

Significant Impacts

There are no significant impacts at this time.

Attachments

None

City Council Staff Report

Subject: Future Projects and Priorities
Author: Boyd Davis/Paul Rochell
Department: West Point City
Date: January 9th, 201



Background

Each year the City Council and Staff hold a full-day retreat in January to discuss priorities for the upcoming year. One of the benefits of this discussion is to review some of the long-range projects and priorities of the City. This is a good time for the City Council to reaffirm support for future projects so that staff may continue to use resources and spend time to see them accomplished.

Analysis

The following list of current projects includes projects that are either under construction, or soon to be. They have all been approved in the current year's budget.

- **Transportation Master Plan/Impact Fee Analysis**
This project is underway. We have hired a traffic engineering firm and a financial consultant to do the work. We will have a kick off meeting on January 14th.
- **Street Maintenance**
The street maintenance schedule fell behind slightly. This year we will do two years' worth of projects. The cul-de-sacs along 550 North from 2000 West to 2300 West will be reconstructed and 3000 West from 300 North to 200 South will be overlaid. There are several other roads that will be chip sealed and crack sealed.
- **300 North Street Lights**
The lights will be installed from 2800 West to 3000 West. We have these lights in storage waiting to be installed.
- **3000 West Road Widening**
This project is in the property acquisition phase. We have nearly all of the round-about properties purchased. Once we have the properties purchased the design can be completed.
- **520 North Road Connection (Loy Blake Park)**
The Mayor and City Manager may have more of a report on this one, but the plan is to have the road designed and constructed. The Mayor and Manager have been working with the School District to obtain additional funding.
- **2300 West/800 North Intersection**
This project will be done as soon as the weather allows. Yarborough Construction is already under contract.
- **800 North Sidewalk**
Yarborough Construction is also doing this project. We had a slight hold-up due to concerns that the residents in this area brought up about the height of the sidewalk. We will wait until spring to see how the sidewalk affects the water flow in the area before completing the project

This project will be rebid within the next few weeks. Once we have new bids we will be able to see if the available funding is enough to start construction.

- 1300 North Waterline
This project will likely be done in the fall. It is required to replace the old waterline that has asbestos cement.
- 300 North Ditch Piping
UDOT purchased pipe to fill in the ditch along 300 North from 4300 West to 4500 West. The pipe is being stored in the materials yard and ready to install in the spring. Davis County will help install the pipe.
- Cemetery Expansion
We are still waiting for approval from the Bureau of Reclamation to swap properties before moving the parking lot and expanding the cemetery.
- Tennis Courts/Basketball Courts
This project is also underway. Parkin Construction has removed the fence and placed the base course material. They had planned to pour the concrete, but they changed their minds and decided to wait until better weather in the spring. The bid has not been awarded for the basketball court yet. We are waiting to see if the Utah Jazz might award the City a grant to pay for the court.
- Playground Equipment
A vendor for the playground equipment has been selected. The next step is to meet with them and select the exact equipment that we would like at the park.
- Nature Park
The school district is willing to work with the City to eliminate the nature park and turn the area into other usable space. The next step is to obtain bids to clear the land and fill in the ponds. We will be meeting with a contractor in the next couple of weeks to get a bid.
- Veteran's Memorial
The Memorial Committee is still meeting and preparing the plans. They are also continuing on with fundraising efforts.

The above list contains the current projects, however, the capital projects matrix contains other projects planned out over the next five years. The following is a brief list highlighting a few projects to be done in the next few years.

- 2000 West Water Line North Phase
- 650 North Sewer
- 650 North Storm Drain
- 650 North Road Widening

Recommendation

No specific action is required at this time, but Staff would appreciate any feedback from Council on these items.

Significant Impacts

Many of these projects will require substantial financial support or investment over time. They also require staff time and resources in the planning stages. If any of the listed items are deemed not to be a priority, the amount of staff resources required to work toward their completion will be reduced.

Attachments

None

City Council Staff Report

Subject: Parks Discussion
Author: Kyle Laws
Department: Executive
Date: January 9, 2015



Background

We currently have three operating parks in the City (East Park, Loy Blake Park, and Bingham Park), with the possibility of two more in the near future (Blair Dahl Park and Pheasant Creek Park). We are making some significant improvements to Loy Blake Park this year and we'll have the opportunity to develop and improve other properties in the future. The intent of this agenda item is to discuss some of our parks and what the future holds for them.

Analysis

Pheasant Creek Property

A few months ago we made a site visit to the Pheasant Creek property and walked around the area. There was some discussion at the time of developing the east side into a park rather than a weed patch that we need to maintain. How would you like to proceed with this property? We don't necessarily have to decide on a specific plan, but if the Council can direct Staff on how to proceed to we can work on this and bring it back at future meeting.

Loy Blake Park

We are in the process this year of making significant improvements to this park. Some of those improvements are:

- Tennis Courts
- Basketball Courts
- Playground Equipment

Additionally, we are working on the following as future improvements in the near future:

- Road on South end through dirt parking lot (520 North Loop connection)
- Paved Parking lots on south end
- Nature Park improvement/redevelopment
- Military Memorial
- Pickle ball courts have been suggested by residents

Bingham Park

The playground equipment at Bingham Park is situated in a way that could provide unsafe play for children. For example, a couple of the swings do not currently have enough safe zone area, particularly if the swing were to break during play. Additionally, it has been

brought up before that there aren't any toddler age (2-5) play equipment at this park. We could change the playground area at a fairly low cost and add some new equipment at that location if desired.

Blair Dahl Park

With the final payment in the works, we thought we would bring this property to the forefront. We have been paying \$135,000 each year for this property and have decided to keep that same amount set aside for park improvements each year. This will give us the ability to save money until we have enough to develop the park or at least to develop it in phases. There is no pressing need to develop this property soon, although we have been made aware of a grant that was awarded to the City years ago that may force some small action of development sooner than was previously anticipated. Now would be a good time to start thinking about a landscape design and where we might want to start planting trees so when we develop the park further we have some mature trees already growing.

Pocket Parks (Detention Ponds) throughout the City

I have wondered whether there is any interest in adding small playground equipment to the detention ponds throughout the City. Those are already grassy areas that could easily be turned into small pocket parks for neighborhoods. If any of the equipment at Loy Blake Park is deemed safe and usable, we can move some of those items to these detention ponds. Some already have soccer goals or concrete pads with basketball standards in them. We can look at those kinds of options as well.

Recommendation

- No formal action is required. This is for discussion purposes only, but Staff would like any feedback or direction the Council may have.

Significant Impacts

There are no significant impacts at this time.

Attachments

None