



**WEST POINT CITY COUNCIL  
MEETING NOTICE & AGENDA**  
**December 16<sup>th</sup>, 2025**  
**WEST POINT CITY HALL**  
**3200 W 300 N | WEST POINT, UT 84015**

Mayor:  
Brian Vincent  
Council:  
Annette Judd, Mayor Pro Tem  
Jerry Chatterton • Michele Swenson  
Brad Lee • Trent Yarbrough  
City Manager:  
Kyle Laws

- THIS MEETING IS OPEN TO THE PUBLIC AND HELD AT WEST POINT CITY HALL
- A LIVE STREAM OF THE MEETING IS AVAILABLE FOR THE PUBLIC TO VIEW:  
» Online: - <https://us02web.zoom.us/j/85923603642> » Telephone: 1(669) 900-6833 – Meeting ID: 859 2360 3642

**ADMINISTRATIVE SESSION – 6:00 PM**

1. Discussion Regarding Updating Voter Participation Areas to Include Recent Annexation Area – Ms. Casey Arnold
2. Discussion Regarding a Rezone Request for Property at Appx. 1800 N 5000 W (Holland Group) - Mrs. Bryn MacDonald
3. Discussion Regarding a General Plan Amendment Request for Property at Appx. 39 S 2000 W (Mendenhall) - Mrs. Bryn MacDonald
4. Other Items

**GENERAL SESSION – 7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Prayer or Inspirational Thought (Contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)
4. Communications and Disclosures from City Council and Mayor
5. Communications from Staff
6. Citizen Comment (Please approach the podium & clearly state your name and address prior to commenting. Please keep comments to a maximum of 2 ½ minutes. Do not repeat positions already stated; public comment is a time for the Council to receive new information and perspectives)
7. Recognition of Brad Lee, Outgoing Council Member – Mayor Vincent
8. Appointment of West Point City Planning Commissioners – Mayor Vincent
9. Consideration of Approval of City Council Meeting Minutes: a. August 16, 2025 b. November 18, 2025
10. Consideration of Ordinance No. 12-16-2025A, Approving the 2026 West Point City Council Meeting Schedule - Ms. Casey Arnold
11. Consideration of Resolution No. 12-16-2025A, Updating West Point City Voter Participation Areas – Ms. Casey Arnold
12. Consideration of Resolution No. 12-16-2025B, Approving Amendments to the FY2026 Budget for West Point City – Mr. Ryan Harvey
  - Public Hearing
  - Action
13. Consideration of Resolution No. 12-16-2025C, Approving North Davis Fire District Boundary Adjustments – Mr. Kyle Laws
  - Public Hearing
  - Action
14. Consideration of Ordinance No. 12-16-2025B, Rezoning Property at Appx. 1800 N 5000 W from A-5 to R-1 with a PRUD Overlay Zone – Mrs. Bryn MacDonald
15. Consideration of Ordinance No. 12-16-2025C, Amending the General Plan Zoning Designation for Property at 39 S 2000 W from the R-3 to the C-C Zone – Mrs. Bryn MacDonald
16. Consideration of Ordinance No. 12-16-2025D, Amending WPCC Sections 17.60.140 & 17.60.130 Regarding Landscaping Standards in Commercial and Professional Office Zones – Mrs. Bryn MacDonald
  - Public Hearing
  - Action
17. Consideration of Resolution No. 12-16-2025D, Approving Consent for Easements to the Hooper Irrigation Company – Mr. Boyd Davis
18. Consideration of Resolution No. 12-16-2025E, Approving a License Agreement with the U.S. Bureau of Reclamation – Mr. Boyd Davis
19. Consideration of Approval to Remove Harvest Fields Subdivision Phase 8 from Warranty – Mr. Boyd Davis
20. Consideration of Approval to Place Craythorn Homestead Subdivision Phase 6 on One-Year Warranty – Mr. Boyd Davis
21. Motion to Adjourn the General Session

Posted this 11<sup>th</sup> day of December, 2025:

**Casey Arnold, City Recorder**

I, Casey Arnold, the City Recorder of West Point City, do hereby certify that the above December 16, 2025 West Point City Council Meeting Notice & Agenda was posted at the following locations: 1) West Point City Hall, 2) official City website at [www.westpointutah.gov](http://www.westpointutah.gov) and 3) the Utah Public Notice Website at [www.utah.gov/pmn](http://www.utah.gov/pmn).

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate in this meeting shall notify the City at least 24 hours in advance at 801-776-0970.

## **TENTATIVE UPCOMING ITEMS**

*\*The items listed below are for planning purposes only and are subject to change.  
They should not be relied upon as an official agenda for any City Council meeting.*

### **Administrative Session – 6:00 pm**

1. Code Enforcement Update – Mr. Bruce Dopp

### **General Session – 7:00 pm**

1. Youth Council Update

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### **Date: 02/17/2026**

### **Administrative Session – 6:00 pm**

1. Quarterly Financial Update – Mr. Ryan Harvey
2. Discussion Regarding \*

### **General Session – 7:00 pm**

1. Consideration of \*

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### **Date: 01/06/2026**

### **Administrative Session – 6:00 pm**

1. Code Enforcement Update – Mr. Bruce Dopp
2. Discussion Regarding the General Plan Amendment Request for Property Located at 2084 N 4500 W (Nilson Homes) - Mrs. Bryn MacDonald\*\*

### **General Session – 7:00 pm**

1. Update from the Davis County Sheriff's Office
2. Consideration of Resolution No. \*\*, Appointing West Point City Council Members to Serve on Local District Boards – Mayor Vincent
3. Consideration of Resolution No. \*\*, Approving Appointment of Mayor Pro Tempore – Mayor VIncent
4. Consideration of Acceptance of the FY2025 Financial Audit for West Point City – Mr. Ryan Harvey
5. Consideration of Ordinance No. \*\*, Amending the General Plan Zoning Designation for Property Located at 2084 N 4500 W – Mrs. Bryn MacDonald
  - a. **Public Hearing**
  - b. Action

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### **PENDING & PERIODIC ITEMS**

### **Administrative Session**

1. Quarterly Financial Report – 2<sup>nd</sup> meeting of the 2<sup>nd</sup> month after quarter ends (2<sup>nd</sup> months are February, May, August, November)
2. Code Enforcement Update – May and November
3. Sheriff's Office Quarterly Updates – March, June, Sept, Dec
4. Strategic Planning Update – Quarterly
5. Discussion Regarding Weber Basin Water's Water Exaction Ordinance – Mr. Boyd Davis
6. Consideration of Approval of Ordinance No. \*\*, Adopting an Amended Sewer Impact Fee for the Annexation Area – Mr. Boyd Davis
  - a. Public Hearing
  - b. Action

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### **Date: 01/20/2026**

### **Administrative Session – 6:00 pm**

1. Discussion Regarding \*

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### **General Session – 7:00 pm**

1. Consideration of \*

# CITY COUNCIL STAFF REPORT

**Subject:** Update to Voter Participation Areas  
**Author:** Casey Arnold  
**Department:** Executive  
**Meeting Date:** December 16, 2025



## Background

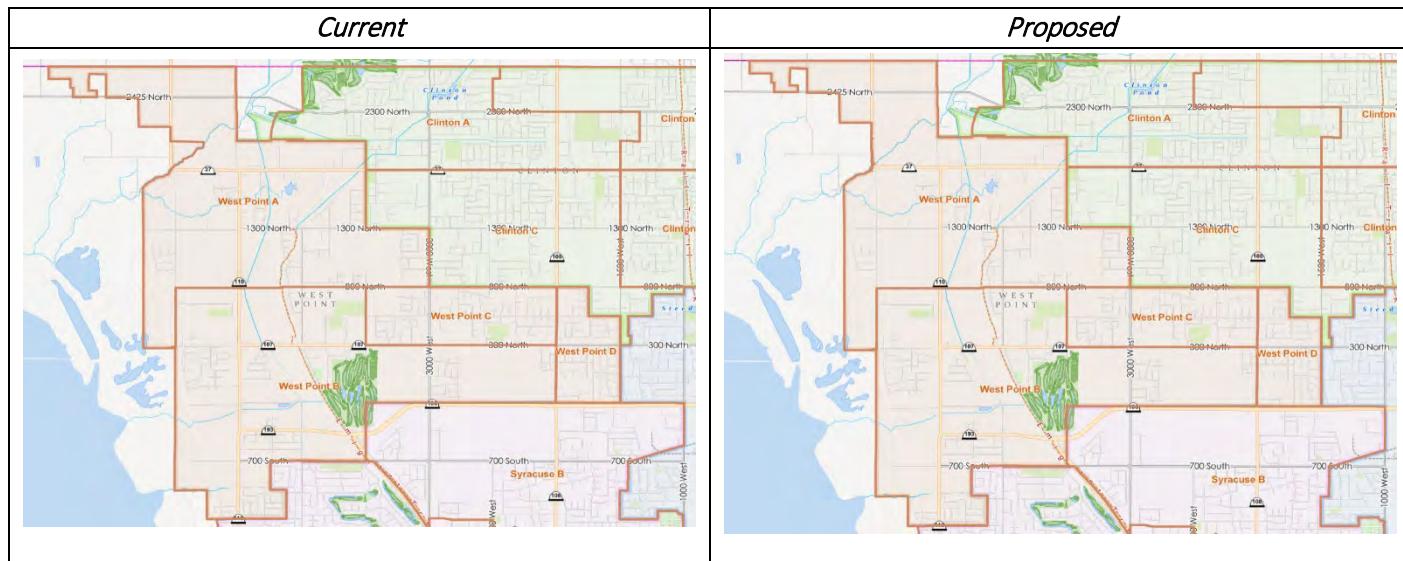
State Law requires that every ten years, cities with a population of over 10,000 be divided into “four contiguous and compact voter participation areas of substantially equal population” (UCA § 20A-7-401.3) using the most recent U.S. Census Bureau data. When the 2020 Census was completed, West Point had exceeded that population threshold, and so these four “Voter Participation Areas” (VPA’s) were established and approved by the City Council in January 2022.

VPA’s are used to qualify voter signature percentages for ballot initiatives and referendums to ensure that a broad range of residents are represented as opposed to a small geographical area (for example, the signatures of at least 11.5% of the number of active voters in at least 75% of a city’s voter participation areas are needed in order for an initiative to be submitted). State Code also requires that each county must also establish VPA’s, and as a second-class county, Davis County is required to be divided into eight areas of substantially equal population.

The VPA’s were again updated and approved by the Council on February 4, 2024, due to the annexation of roughly 265 acres in the northwest area of the city in late 2023. With the recent annexation of just over 21 acres in the area of 1800 N and 5000 W, the VPA’s need to again be updated. The Davis County Clerk’s Office has provided the updated VPA’s for approval.

## Analysis

The recently annexed area, located around 1800 N 5000 W, will be added to Voter Participation Area “A”. The current and proposed VPA’s are below:



## **Recommendation**

Staff recommends approval of the Resolution Adopting Updated West Point City Voter Participation Areas.

## **Significant Impacts**

The Voter Participation Areas established are intended to ensure that signatures gathered in support of placing a referendum and/or initiative on a ballot represent a broad range of West Point residents as opposed to a small geographical area.

## **Attachments**

Resolution

Voter Participation Areas Map

**RESOLUTION NO. 12-16-2025A**

**A RESOLUTION ESTABLISHING UPDATED  
VOTER PARTICIPATION AREAS  
FOR WEST POINT CITY**

**WHEREAS**, West Point City, a Municipal Corporation, hereafter referred to as the “City,” is a public body of the State of Utah; and

**WHEREAS**, the City is governed by a Mayor and City Council duly elected according to law; and

**WHEREAS**, Utah Code Annotated §20A-7-401.3 requires cities with a population exceeding 10,000 to create four contiguous and compact Voter Participation Areas (VPA’s) of substantially equal population; and

**WHEREAS**, as statutorily required, the current VPA’s for the City were approved by the City Council on January 18, 2022 based upon data from the 2020 U.S. Census data and subsequently updated on February 4, 2025 due to the annexation of unincorporated area into the City; and

**WHEREAS**, the Lieutenant Governor approved the “Allen Subdivision & Adjoining Properties Annexation” Petition and issued a Certificate of Annexation on August 25, 2025, thereby further annexing 21.275 acres (consisting of 3 separate parcels) of unincorporated Davis County into the boundaries of West Point City; and

**WHEREAS**, this annexation modified the boundaries of West Point City and therefore the current VPA’s need to be updated to reflect these changes; and

**WHEREAS**, the Davis County Clerk/Auditor Office, which contracts with the City to conduct City elections, has proposed four (4) updated VPA’s for the City; and

**WHEREAS**, the City Council has reviewed the proposed updated VPA’s and finds that they are contiguous and compact and of substantially equal population.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** by the West Point City Council as follows:

**SECTION ONE. ADOPTION OF UPDATED VOTER PARTICIPATION AREAS.**

The West Point City Council does hereby adopt the four (4) updated Voter Participation Areas as depicted on the map which is attached hereto and incorporated by this reference as "Exhibit A".

**SECTION TWO. EFFECTIVE DATE.**

This Resolution shall take effect immediately upon passage.

**PASSED AND ADOPTED** by the West Point City Council this 16<sup>th</sup> day of December, 2025

WEST POINT CITY, a Municipal Corporation

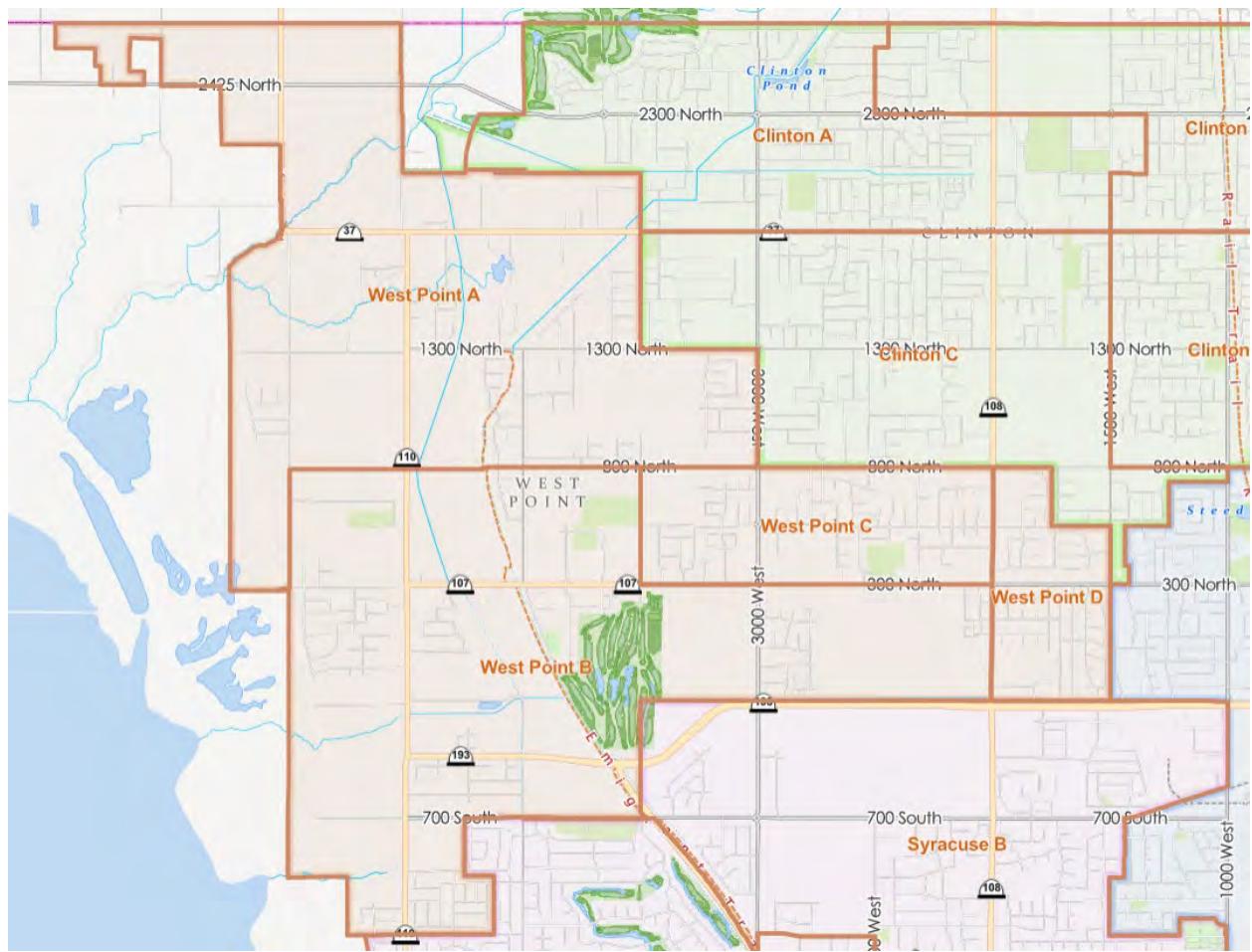
BY: \_\_\_\_\_  
BRIAN VINCENT,  
MAYOR

ATTEST:

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CASEY ARNOLD,  
CITY RECORDER

## **EXHIBIT A**



# CITY COUNCIL STAFF REPORT

**Subject:** Rezone – 5000 W. 1800 N.  
**Author:** Bryn MacDonald  
**Department:** Community Development  
**Date:** December 16, 2025



## Background

The Holland Group has submitted a request to rezone property located near 5000 West and 1800 North from A-5 Agricultural to R-1 Residential with a PRUD Overlay. The proposed subdivision, known as Sky Meadows, is planned to be a single-family residential development. The PRUD overlay provides flexibility for lot sizes in exchange for community benefits such as enhanced architecture, landscaping, street trees, trails, or parks. The PRUD also requires that a site plan be approved as part of the rezone request.

## Process

Rezone requests, including application of a PRUD overlay, are legislative decisions. Unlike administrative approvals where the City must grant an application that meets objective standards, legislative matters give the Planning Commission and City Council broad discretion.

The Planning Commission discussed this proposal during its September 25 and October 9, 2025, meetings. They held a public hearing on October 23, 2025, and recommended approval of the rezone to R-1 with a PRUD overlay. The recommendation included the condition that all of the relevant engineering concerns be addressed, including that the proposed trail will be safe. The PC also recommended an asphalt trail be considered along 5000 West, instead of the typical sidewalk.

The City Council held a public hearing on December 2, 2025. They received two comments regarding the amount of open space and who would be responsible to maintain it.

## Analysis

The applicant is requesting a rezone from A-5 (5 units/acre) Agricultural to R-1 PRUD for approximately 19.92 acres. The proposed R-1 zoning is consistent with the City's General Plan Map, which was adopted in August 2025 and designates this area as R-1 Residential. The site plan submitted by the applicant proposes 45 single-family lots at a calculated density of 2.41 units per acre. The density does not include 1.28 acres of property within the slough that is considered unbuildable. This unbuildable property does not count towards the density calculation, but can be included in the open space dedication. The request falls within the parameters of the PRUD (Planned Residential Unit Development) overlay, which allows for:

- *Flexibility* – available when a project includes the required PRUD base improvements (perimeter fencing, enhanced architectural materials, and street trees).
- *Bonus Density* – available for sites greater than 10 acres when additional amenities are provided. Under WPCC 17.60.160(F), the Planning Commission may recommend, and the City Council may approve, up to a 10 percent density increase if the proposed amenities are found to warrant it.

The applicant's requested density of 2.41 units/acre, compared with the base R-1 density of 2.2 units/acre, represents approximately a 9.1% bonus density, which is within the range that may be authorized under the PRUD code if the Council determines the amenities justify it.

Standard	R-1 Base Zone	PRUD Proposed
Density for R-1 Residential ( <i>units per acre</i> )	2.2	2.41 ( <i>max potential of 2.42</i> )
Maximum number of lots ( <i>on 18.64 buildable acres</i> )	41	45 ( <i>max potential of 45</i> )
Minimum lot size ( <i>square feet</i> )	12,000	*10,000
Average lot size ( <i>square feet</i> )	N/A	*12,279
Minimum lot frontage	85' ( <i>average of 100'</i> )	*90'
Minimum lot depth	100'	*100'
8' Landscape dedicated landscape strip required ( <i>along 5000 West</i> )	Yes	Yes

*\*There is no minimum requirement in the PRUD Overlay*

#### *Bonus Density Request and Amenities*

Under WPCC 17.60.160(F), the PRUD overlay allows the Planning Commission to recommend, and the City Council to approve, up to a 10 percent increase in overall project density for developments over 10 acres when additional amenities are provided that produce a measurable community benefit. The applicant's proposal for 45 lots on 18.64 buildable acres equates to a 9.1 percent density increase. Two amenities are identified to support this request:

1. Trail Dedication (1.80 acres): A corridor along the west and south boundaries that aligns with the City's adopted Master Trails Plan. This amenity corresponds directly with WPCC 17.60.160(F)(4)(c)(v) - "Dedication of land to the City for the development of a regional trail system." The applicant proposes to dedicate the corridor, including 20 feet of flat property at the top of the slough, as required by the code. The City would construct the trail in the future.
2. Open Space (0.36 acres): A small open space located near 1800 N and 5000 W. Because it is not identified as a regional park and would ultimately be improved by the City, it qualifies under WPCC 17.60.160(F)(4)(f) as an "Other Amenity."

Together, these areas account for 2.16 acres (11%) of the total site. The PC determined that these amenities fulfill the purpose of the PRUD overlay and justify the requested 9.1 percent density bonus.

## **Recommendation**

This item is on for discussion and consideration. The Council can approve, deny, modify, or table the request.

The Planning Commission recommended approval of the rezone from A-5 Agricultural to R-1 Residential with a PRUD Overlay to allow for flexibility in lot sizes and a 9.1 percent density bonus based on the dedication of a trail corridor and open space as shown on the proposed site plan.

## **Attachments**

Ordinance

Site Plan



Reeve & Associates, Inc. - Solutions You Can Build On

**RA**

5160 SOUTH 1500 WEST, RIVERDALE, UTAH 84405  
 TEL: (801) 621-3100 FAX: (801) 621-2866 [www.reeve.co](http://www.reeve.co)  
 LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS  
 TRAFFIC ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS

## Concept Plan

West Point  
 PART OF THE NORTHWEST QUARTER OF SECTION 30, TOWNSHIP 5 NORTH, RANGE 2 WEST,  
 SALT LAKE BASE AND MERIDIAN, U.S. SURVEY  
 DAVIS COUNTY, UTAH

**Project Info.**  
 Engineer: J. NATE REEVE, P.E.  
 Planner: C. CAVE  
 Designer: S. SIMRAYH  
 Date: 06-13-25  
 Name: WEST POINT  
 Number: 7605-12

1

1 Total Sheets

# West Point

Davis County, Utah

**ORDINANCE NO. 12-16-2025B**

**AN ORDINANCE REZONING PROPERTY LOCATED AT  
APPROXIMATELY 1800 N 5000 W FROM A-40 TO  
R-1 WITH PRUD OVERLAY ZONE**

**WHEREAS**, the West Point City Council for and on behalf of West Point City, State of Utah (hereinafter referred to as the “City” has determined to rezone certain property; and

**WHEREAS**, a public hearing was duly held and the interested parties were given an opportunity to be heard; and

**WHEREAS**, the City Council has duly considered said rezone; and,

**WHEREAS**, the City Council, after due consideration of said rezone, has concluded that it is in the best interest of the City and the inhabitants thereof that said rezone be adopted;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT CITY, UTAH as follows:**

**Section One:**

That the subject property as shown on the current West Point City Zoning Map shall be and the same is hereby rezoned and the Zoning Map amended by removing the property from the A-40 zone and placing the property in the R-1 zone with a PRUD Overlay and also approving the site plan as shown in Exhibit B.

**Legal Description:**

See Exhibit A attached hereto.

**Section Two:                   ORDINANCES TO CONFORM WITH AMENDMENTS**

The West Point City Director of Community Development is hereby authorized and directed to make all necessary changes to the West Point City Zoning Map to bring it into conformity with the changes adopted by this Ordinance.

**Section Three:                   Severability**

In the event that any provision of this Ordinance is declared invalid for any reason, the remaining provisions shall remain in effect.

**Section Four:                   Effective Date**

This Ordinance shall take effect immediately upon passage and adoption and publication of a summary as required by law.

DATED this 16<sup>th</sup> day of December, 2025

WEST POINT CITY, a Municipal Corporation

By: \_\_\_\_\_  
Brian Vincent  
Mayor

ATTEST:

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Casey Arnold  
City Recorder

## EXHIBIT A

**Legal Description:**

Parcel ID numbers: 14-334-0002, 14-334-0001, 14-037-0032



# CITY COUNCIL STAFF REPORT

**Subject:** General Plan Amendment – 39 S 2000 W  
(*Shaw Property*)  
**Author:** Bryn MacDonald  
**Department:** Community Development  
**Date:** December 16, 2025



## Background

Donald Mendenhall, representing the property owner Clint Shaw, has submitted a request for a General Plan Amendment for property located at 39 South 2000 West (Parcel 12-023-0046). The subject property contains approximately one acre. The property is currently designated R-3 Residential on the City's General Plan Map. The applicant is requesting that the General Plan Map be changed to C-C (Community Commercial).

In accordance with West Point City Code 17.00.090, property owners or their representatives may petition the City for General Plan amendments during the months of March and September. This application was received during the September submittal window.

## Process

General Plan amendment requests are legislative decisions. In legislative matters, the Planning Commission and City Council have broad discretion, provided that it can be demonstrated that their action will promote or protect the community's overall welfare. Changes to the General Plan require a public hearing and recommendation from the Planning Commission before a final decision can be made by the City Council.

The Planning Commission held a public hearing on October 23, 2025. They received no public comments on the request. The PC recommended approval of the general plan amendment to C-C (Community Commercial). The City Council held a public hearing on December 2, 2025. There were no public comments received at the hearing. The Council can now approve, deny, or modify the request.

## Analysis

The subject property is located along 2000 West, a major arterial corridor with a mix of residential and commercial uses. The applicant's request is to change the designation to C-C (Community Commercial) to be "consistent with the properties to the north."

The adjacent parcel immediately north of the property is currently zoned L-C (Limited Commercial) for the Big O Tires. The parcels to the south and east are designated on the general plan as R-3 Residential. The proposal would extend the existing Community Commercial designation shown on the General Plan Map one parcel to the south, creating a continuous commercial frontage along 2000 West.

The C-C zone supports a wide range of commercial uses such as retail shops, restaurants, offices, financial institutions, daycares, and small-scale services. The excerpt from WPCC 17.60.050(B) shown in the table below lists the allowed uses in the C-C zone.



Use	C-C Zone
Crop Production	P
Accessory Building (small $\leq$ 1,200 sq ft)	P
Accessory Building (medium 1,201 – 1,449 sq ft on lot $<$ 15,000 sq ft)	AC
Religious Places of Worship and Support Facilities	P
Commercial Day Care Center / Preschool	AC
Senior Care Facilities / Nursing Homes	PC
Private / Quasi-Public / Charter School	P
Utility Buildings & Structures (Electric Substations)	PC
Telecommunication Towers / Small Cell Installations	PC
Public Utilities (including substations, shops, storage yards, public buildings)	P
Public Water Reservoir / Storage Tank	P
Convenience Store	PC
Retail Shops / Services (< 10,000 sq ft)	PC
Mid-Box Retail (10,001 – 80,000 sq ft)	PC
Financial Institutions	PC
Restaurants / Bars (including fast food)	PC
Professional Offices (business, medical, dental, optical, labs)	PC
Private Instructional Studios (art, music, dance, etc.)	PC
Commercial Complex	PC
Commercial / Industrial Subdivision	P
Signs (see WPCC 17.110)	P
Firework Stands (temporary)	P
Animal Clinic	PC

P=Permitted PC=Planning Commission CUP AC=Administrative CUP

The City Council had discussions about extending the commercial designation further south on 2000 W, possibly down to SR-193. The Council could make that change to the general plan now, or wait for property owners to request the change in the future.



## **Recommendation**

This item is on for discussion and consideration. The City Council can approve, deny, modify, or table the request.

The Planning Commission recommended approval of the general plan amendment to C-C (Community Commercial). The City Council must now review the proposed General Plan amendment in light of the City's long-term planning goals, the established development pattern along 2000 West, the availability of infrastructure, and any public input received during the hearing.

## **Attachments**

Ordinance

## **ORDINANCE NO. 12-16-2025C**

### **AN ORDINANCE APPROVING AN AMENDMENT TO THE GENERAL PLAN ZONING DESIGNATION FOR PROPERTY LOCATED AT APPROXIMATELY 39 SOUTH 2000 WEST FROM R-3 (RESIDENTIAL) TO C-C (COMMUNITY COMMERCIAL)**

**WHEREAS**, the West Point City Planning Commission has completed its recommendation for a proposed amendment to the General Plan Land Use Map; and

**WHEREAS**, the Planning Commission duly noticed and held a public hearing according to state law and the interested parties were given an opportunity to be heard; and,

**WHEREAS**, the City Council has duly considered said amendments; and,

**WHEREAS**, the City Council, after due consideration of said amendments, has concluded that it is in the best interest of the City and the inhabitants thereof that said amendments be adopted;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT CITY, UTAH as follows:**

**Section One:**      **Amendment to the General Plan Land Use Map**

The City Council hereby approves the amendment to the General Plan Land Use Map to change the property located at 39 S 2000 W (Parcel ID 12-023-0046) from R-3 to C-C (Community Commercial).

**Section Two:**      **Form of General Plan**

The General Plan Land Use Map as amended herein is hereby approved and adopted in the form attached hereto as Exhibit A, adopted by reference, and by reference made a part hereof.

**Section Three:**      **Land Use Map**

The West Point City Director of Community Development is hereby authorized and directed to make all necessary changes to the West Point City General Plan Land Use Map to bring it into conformity with the changes adopted by this Ordinance.

**Section Four:**      **Severability**

In the event that any provision of this Ordinance is declared invalid for any reason, the remaining provisions shall remain in effect.

**Section Four:**      **Effective Date**

This Ordinance shall take effect immediately upon passage and adoption and publication of a summary as required by law. Those subdivisions that have applied for and paid the fees for final approval prior to the effective date shall be exempt from the new requirements of this ordinance.

DATED this 16<sup>th</sup> day of December, 2025.

WEST POINT CITY, a Municipal Corporation

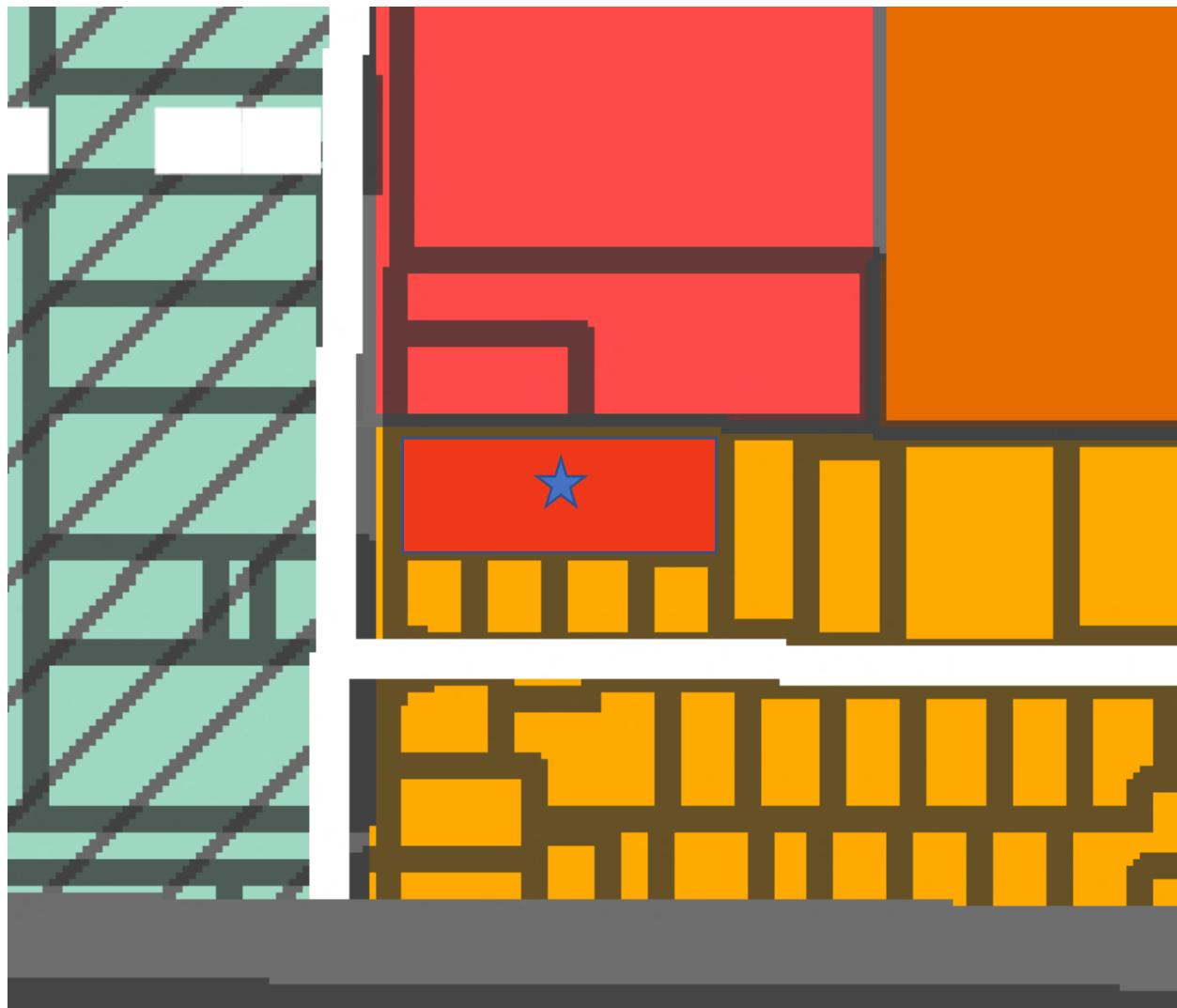
By: \_\_\_\_\_  
Brian Vincent  
Mayor

ATTEST:

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Casey Arnold  
City Recorder

**Exhibit A**



# CITY COUNCIL STAFF REPORT

**Subject:** 2026 City Council Meeting Schedule  
**Author:** Casey Arnold  
**Department:** Executive  
**Meeting Date:** December 16, 2025



## Background

Per City ordinance, the West Point City Council meets on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month to consider and deliberate matters of the City. As required by State Law, municipalities must provide advance notice to the public of the date, time, and location for the holding of their regular meetings.

## Analysis

Utah State Code §10-3-502(a) states that by ordinance, a municipality must approve their annual meeting schedule, complete with dates, times, and locations listed. To comply with State Statute and provide adequate notice of regular meetings to the public, the West Point City Council Meeting Schedule must now be adopted for the upcoming year of 2026. The ordinance and proposed 2026 Meeting Schedule are attached hereto and will be reviewed with the Council at the meeting.

## Recommendation

Staff recommends the adoption of the attached ordinance approving the 2026 Meeting Schedule for the West Point City Council.

## Significant Impacts

The Council will continue to meet regularly on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month throughout 2026, unless otherwise noticed.

## Significant Impacts

Ordinance

Meeting Schedule

**ORDINANCE NO. 12-16-2025A**

**AN ORDINANCE SETTING THE WEST POINT CITY COUNCIL MEETING  
SCHEDULE FOR CALENDAR YEAR 2026**

**WHEREAS**, West Point City, a Municipal Corporation, hereafter referred to as the "City," is a public body of the State of Utah; and

**WHEREAS**, the City is governed by a Mayor and City Council duly elected according to law; and

**WHEREAS**, the City Council, as required by UCA §10-3-502, has set by ordinance to hold its regular meetings to consider and deliberate matters of City business on the first and third Tuesdays of every month; and

**WHEREAS**, the City Council, as required by UCA §52-4-202(2) shall give public notice of the date, time, and place of its annual meeting schedule.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT CITY, UTAH as follows:**

1. The Mayor and City Council of West Point City hereby set the City Council Meeting Schedule for the Calendar Year 2026, as put forth in Exhibit A, attached and included hereto.
2. The City Recorder is directed to provide notice of the annual meeting schedule as required by law.

This Ordinance shall become effective immediately upon passage.

Passed and adopted this 16<sup>th</sup> day of December, 2025

WEST POINT CITY, a Municipal Corporation

BY: \_\_\_\_\_  
Brian Vincent, Mayor

ATTEST:

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Casey Arnold, City Recorder



## WEST POINT CITY COUNCIL 2026 MEETING SCHEDULE

WEST POINT CITY HALL

3200 W 300 N, West Point City UT 84015

LOCATIONS, DATES, TIMES, AND CONSIDERED ITEMS ARE SUBJECT TO CHANGE

Date	Time	Consideration/Significance of Day
January 6, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	Appointment of Mayor Pro Tempore Appointment of Board Members
January 20, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
February 3, 2026	Canceled	<i>Canceled due to Planning &amp; Visioning Session</i>
February 6 - 7, 2026	TBD	City Council Annual Planning and Visioning Session - Time & Location TBD
February 17, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
March 3, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
March 17, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
April 7, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
April 21, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
May 5, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion RE: FY2026 Amended Budget & FY2027 Tentative Budget
May 19, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion RE: Truth In Taxation, FY2026 Amended Budget & FY2027 Tentative Budget
June 2, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	Public Hearing and Adoption: FY2026 Amended Budget/Pay Scale & FY2027 Tentative Budget for West Point City & CDRA
June 16, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion RE: FY2027 Final Budget & 2026 Property Tax Rate Public Hearing and Adoption: 2027 Fee Schedule, FY2027 CDRA Final Budget
July 7, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
July 21, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
August 4, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
August 18, 2026	6:00 PM - Administrative Session	Discussion RE: FY2027 Final Budget & 2026 Property Tax Rate for West Point City
	7:00 PM - General Session	
	7:00 PM - SPECIAL BUDGET MEETING	Public Hearing & Adoption of 2026 Property Tax Rate Public Hearing & Adoption of FY2027 Pay Scale & Final Budget
September 1, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
September 15, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
October 6, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
October 20, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
November 3, 2026	Canceled	<i>Election Day</i>
November 17, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
December 1, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	
December 15, 2026	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion and Approval of 2027 City Council Meeting Schedule

# CITY COUNCIL STAFF REPORT

**Subject:** FY2026 Amended Budget  
**Author:** Ryan Harvey  
**Department:** Administrative Services  
**Meeting Date:** December 16, 2025



## **Background**

The City Council adopted the Final Budget for Fiscal Year 2026 in July, 2025. To make changes to that Budget, the City Council needs to adopt an Amended Budget by Resolution. This report summarizes the items that need to be amended in the current year budget.

## **Analysis**

During the Visioning Sessions in February and March of 2025, Staff discussed the desire to start three new programs in the Recreation Department. Those three new programs are Archery, Hockey and Flag Football. However, during the budget process, those three line-items were not added to the budget. With the Recreation Department wanting to start Hockey and Archery in the next couple of months, we need to add these line-items to the current-year budget.

**The proposed Amended Budget has the following changes:**

New line-items under Recreation in the General Fund:

Hockey	\$15,000
Flag Football	\$18,000
Archery	\$4,000

Other Changes:

Transfer to Capital Projects Fund	-\$37,000
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## **Recommendation**

Staff recommends that the Council adopt the Fiscal Year 2026 Amended Budget.

## **Significant Impacts**

As outlined in the report.

## **Attachments**

Resolution – Fiscal Year 2026 Amended Budget  
Fiscal Year 2026 Amended Budget

**RESOLUTION NO. 12-16-2025B**

**A RESOLUTION ADOPTING A REVISED BUDGET FOR WEST POINT CITY  
FOR FISCAL YEAR 2026**

**WHEREAS**, the City Council of West Point City, County of Davis, State of Utah (hereinafter referred to as the “City”) is required by law to adopt any amendments to the budget for the 2026 Fiscal Year in accordance with the provisions of the “Uniform Fiscal Procedures Act for Utah Cities,” § 10-6-101 through § 10-6-160, UCA, 1953, as amended; and,

**WHEREAS**, the West Point City Manager has heretofore caused to be prepared and submitted to the City Council amendments to the Budget for the City for the 2026 Fiscal Year; and,

**WHEREAS**, said Budget appears to be in proper form, subject to minor modifications, and appears correctly to set forth the anticipated disbursements and anticipated receipts of the City for the 2026 Fiscal Year; and,

**WHEREAS**, a Public Hearing on said Amended Budget was duly advertised and held according to law,

**NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED**, by the City Council of West Point City as follows:

**SECTION 1 - REVISED BUDGET FOR FY 2026.**

The hereto attached Revised Budget for Fiscal Year 2026 is hereby adopted.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of December, 2025

**WEST POINT CITY,  
A Municipal Corporation**

By: \_\_\_\_\_  
Brian Vincent, Mayor

**ATTEST:**

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Casey Arnold, City Recorder

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>GENERAL FUND</b>					
<b>TAXES</b>					
10-31-10	Property Taxes	752,634.63	858,074.09	858,223.00	858,223.00
10-31-25	Vehicle - In lieu of prop. tax	48,977.18	56,191.83	50,000.00	50,000.00
10-31-30	General Sales and Use Taxes	2,443,522.68	2,589,630.13	2,500,000.00	2,500,000.00
10-31-40	Cable TV	45,133.65	38,346.87	40,000.00	40,000.00
10-31-50	Energy Sales and Use	576,492.75	559,699.50	650,000.00	650,000.00
10-31-60	Telecommunications	27,358.36	27,655.40	25,000.00	25,000.00
Total TAXES:		3,894,119.25	4,129,597.82	4,123,223.00	4,123,223.00
<b>LICENSES AND PERMITS</b>					
10-32-10	Bus. License/Cond. Use Permits	13,337.20	30,956.50	13,000.00	13,000.00
10-32-21	Building Permits	241,382.83	564,506.35	400,000.00	400,000.00
Total LICENSES AND PERMITS:		254,720.03	595,462.85	413,000.00	413,000.00
<b>INTERGOVERNMENTAL REVENUE</b>					
10-33-56	Class C Roads	559,992.16	676,662.10	600,000.00	600,000.00
Total INTERGOVERNMENTAL REVENUE:		559,992.16	676,662.10	600,000.00	600,000.00
<b>CHARGES FOR SERVICES</b>					
10-34-10	Zoning and Subdivision Fees	9,875.00	24,800.00	15,000.00	15,000.00
10-34-60	Recreation Fees	167,248.40	152,898.92	150,000.00	150,000.00
10-34-78	Park & City Hall Reservations	7,280.00	6,275.00	5,000.00	5,000.00
10-34-79	City Celeb. & Sponsorships	20,480.00	22,145.50	20,000.00	20,000.00
10-34-82	Cemetery Interment	24,200.00	17,600.00	15,000.00	15,000.00
10-34-90	Misc. Income & Concessions	42,630.29	330,607.59	10,000.00	10,000.00
Total CHARGES FOR SERVICES:		271,713.69	554,327.01	215,000.00	215,000.00
<b>MISCELLANEOUS REVENUE</b>					
10-36-10	Interest Earnings	107,236.13	45,620.46	100,000.00	100,000.00
10-36-20	Donations	.00	50.00	.00	.00
10-36-30	Arts Council Revenue	2,945.00	3,735.00	5,000.00	5,000.00
10-36-90	Miscellaneous	765.00	1,100.00	.00	.00
Total MISCELLANEOUS REVENUE:		110,946.13	50,505.46	105,000.00	105,000.00
<b>CONTRIBUTIONS &amp; TRANSFERS</b>					
10-39-10	Beginning Balance	.00	.00	800,000.00	800,000.00
Total CONTRIBUTIONS & TRANSFERS:		.00	.00	800,000.00	800,000.00
<b>GENERAL GOVERNMENT</b>					
10-41-10	Mayor and Council Wages	55,726.06	55,738.30	58,023.00	58,023.00
10-41-13	Employee Benefits	8,331.45	8,452.82	8,777.00	8,777.00
10-41-33	Training and Education	10,964.22	8,416.03	13,000.00	13,000.00
10-41-35	Community Service Contracts	2,359.19	2,825.00	4,000.00	4,000.00
Total GENERAL GOVERNMENT:		77,380.92	75,432.15	83,800.00	83,800.00
<b>ADMINISTRATIVE SERVICES</b>					
10-44-11	Salaries and Wages	152,536.62	156,743.72	172,202.00	172,202.00
10-44-13	Employee Benefits	69,447.30	68,029.82	83,474.00	83,474.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
10-44-20	Mileage Reimbursement	739.32	524.55	800.00	800.00
10-44-21	Books, Subscrip. & Memberships	275.58	100.00	1,000.00	1,000.00
10-44-24	Postage	3,643.88	4,310.44	5,000.00	5,000.00
10-44-25	Equipment & Supplies	1,124.01	810.58	1,000.00	1,000.00
10-44-26	Equipment Lease & Maintenance	8,065.95	8,085.40	16,500.00	16,500.00
10-44-33	Training & Education	2,238.05	5,284.85	6,000.00	6,000.00
10-44-38	Auditor & Accounting Support	16,115.00	15,290.00	16,500.00	16,500.00
10-44-63	IT Support & Contracts	5,442.98	5,387.50	8,100.00	8,100.00
10-44-65	Emergency Management	.00	1,376.72	2,000.00	2,000.00
10-44-69	Office Supplies & Expense	3,452.80	3,113.15	4,000.00	4,000.00
10-44-75	Risk Management	27,693.58	26,519.79	50,000.00	50,000.00
10-44-95	Credit Card Processing Fees	2,422.79	2,924.26	3,000.00	3,000.00
10-44-98	Bank Service Charges	35.00	35.00	1,000.00	1,000.00
Total ADMINISTRATIVE SERVICES:		293,232.86	298,535.78	370,576.00	370,576.00
<b>PUBLIC WORKS</b>					
10-48-11	Salaries and Wages	129,451.44	137,500.22	180,445.00	180,445.00
10-48-13	Employee Benefits & Retirement	80,115.47	66,234.33	107,345.00	107,345.00
10-48-15	On call pay	4,732.00	1,169.98	5,950.00	5,950.00
10-48-20	Overtime	27,783.34	23,068.81	25,000.00	25,000.00
10-48-23	Travel and Education	1,490.00	238.55	1,360.00	1,360.00
10-48-25	Equipment, Supplies & Maint.	13,224.06	11,335.03	9,000.00	9,000.00
10-48-26	Municipal Bldgs. Oper. & Maint	27,758.39	29,497.57	24,260.00	24,260.00
10-48-54	Prot. Clothing & Equipment	6,554.81	5,559.39	4,500.00	4,500.00
10-48-65	Fleet Operations & Maintenance	15,962.65	16,550.32	10,000.00	10,000.00
10-48-67	Fleet Fuel	12,329.72	12,371.05	12,865.00	12,865.00
10-48-69	Office Supplies & Expense	208.48	224.92	1,300.00	1,300.00
10-48-70	Fleet Leases	9,740.00	5,520.60	10,000.00	10,000.00
10-48-75	Crosswalk Power	639.28	499.96	700.00	700.00
10-48-77	Public Facilities Heating	7,924.79	5,072.27	6,000.00	6,000.00
10-48-82	Public Facilities Power	15,007.79	17,164.68	14,000.00	14,000.00
10-48-84	Street Lighting Pwr & Mnt.	63,295.49	207,029.80	52,000.00	52,000.00
Total PUBLIC WORKS:		416,217.71	539,037.48	464,725.00	464,725.00
<b>EXECUTIVE</b>					
10-49-11	Salaries and Wages	276,444.86	295,874.90	336,560.00	336,560.00
10-49-13	Employee Benefits	140,632.45	136,289.48	183,206.00	183,206.00
10-49-20	Mileage Reimbursements	.00	.00	750.00	750.00
10-49-21	Books, Subscrip. & Memberships	5,957.41	3,849.96	3,000.00	3,000.00
10-49-23	Travel and Education	25,034.21	12,711.48	13,000.00	13,000.00
10-49-25	New Equipment Purchase	30,397.43	2,487.97	22,500.00	22,500.00
10-49-37	Attorney	33,909.00	23,282.00	35,000.00	35,000.00
10-49-62	Miscellaneous	5,877.00	3,556.13	10,000.00	10,000.00
10-49-63	IT Support & Contracts	33,605.52	51,291.05	40,000.00	40,000.00
10-49-65	Emp. Awards, Rec. & Events	20,609.29	19,949.70	16,000.00	16,000.00
10-49-66	Education Reimb. Program	.00	2,054.83	6,000.00	6,000.00
10-49-67	Emp. Benefits & Bonus Program	43,810.28	45,357.47	17,500.00	17,500.00
10-49-68	Wellness Program	315.75	945.32	3,000.00	3,000.00
10-49-69	Office Supplies & Expense	2,972.61	5,061.56	5,500.00	5,500.00
10-49-70	Cellular & Radio Serv. & Equip	8,339.55	8,393.58	12,000.00	12,000.00
10-49-72	Legal Advertising	4,885.99	2,961.50	6,000.00	6,000.00
10-49-80	Utah League Membership	6,891.55	7,274.00	8,000.00	8,000.00
10-49-82	City Newsletter	11,057.72	6,049.20	12,000.00	12,000.00
10-49-83	Economic Development	.00	.00	5,000.00	5,000.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
10-49-85	Volunteerism Program	.00	.00	2,000.00	2,000.00
10-49-86	HR Background Checks	99.90	201.15	500.00	500.00
10-49-87	HR Position Posting	358.00	585.00	.00	.00
10-49-88	Recorders Office	4,167.86	9,847.89	9,000.00	9,000.00
10-49-89	Elections	24,221.88	18.05	20,000.00	20,000.00
10-49-90	City Celebrations & Events	86,581.96	87,477.07	100,000.00	100,000.00
10-49-91	Youth Council	8,441.02	9,015.17	10,000.00	10,000.00
10-49-92	Miss West Point Pageant	12,799.00	18,753.52	15,000.00	15,000.00
10-49-93	Senior Program	592.06	325.22	.00	.00
10-49-96	Youth Court	.00	2,384.12	5,000.00	5,000.00
10-49-98	Arts Council	4,038.00	5,903.24	5,000.00	5,000.00
Total EXECUTIVE:		792,040.30	761,900.56	901,516.00	901,516.00
<b>COMMUNITY DEVELOPMENT</b>					
10-52-11	Salaries and Wages	240,392.67	246,471.04	357,422.00	357,422.00
10-52-13	Employee Benefits & Retirement	80,059.22	98,501.16	166,378.00	166,378.00
10-52-21	Books, Subscrip. & Memberships	668.00	738.00	1,500.00	1,500.00
10-52-23	Travel, Education & Certificat	6,269.02	4,806.67	7,500.00	7,500.00
10-52-25	Equipment & Supplies	1,214.93	22.11	2,000.00	2,000.00
10-52-51	GIS	.00	552.00	1,000.00	1,000.00
10-52-62	Contract Planning & Insp Serv	80,890.50	99,480.00	4,000.00	4,000.00
10-52-63	IT Support & Contracts	12,697.21	22,871.22	13,500.00	13,500.00
10-52-65	State Building Surcharge	1,855.32	3,228.53	3,000.00	3,000.00
10-52-68	Planning Comm/Board of Adj.	1,786.85	597.46	3,500.00	3,500.00
10-52-69	Office Supplies & Expense	81.26	364.75	500.00	500.00
10-52-85	Code Enforcement	4,197.71	2,252.39	4,000.00	4,000.00
10-52-90	County Recording Fees	508.00	668.00	4,000.00	4,000.00
Total COMMUNITY DEVELOPMENT:		430,620.69	480,553.33	568,300.00	568,300.00
<b>ENGINEERING</b>					
10-53-11	Salaries and Wages	60,102.96	100,275.92	93,431.00	93,431.00
10-53-13	Emp. Benefits & Retirement	23,251.83	39,162.58	45,983.00	45,983.00
10-53-21	Books, Subscrip. & Memberships	100.00	374.00	1,000.00	1,000.00
10-53-23	Travel, Education & Certificat	2,871.62	1,669.32	4,000.00	4,000.00
10-53-25	Equipment & Supplies	1,127.34	19,920.86	20,000.00	20,000.00
10-53-51	GIS	940.00	4,498.80	4,000.00	4,000.00
10-53-63	IT Support & Contracts	2,727.17	6,603.45	7,000.00	7,000.00
10-53-69	Office Supplies & Expense	.00	365.66	500.00	500.00
10-53-70	Engineering Services	954.25	5,574.50	22,000.00	22,000.00
Total ENGINEERING:		92,075.17	178,445.09	197,914.00	197,914.00
<b>PUBLIC SAFETY &amp; EMERGENCY PLAN</b>					
10-54-11	Crossing Guards	59,092.86	89,131.64	163,944.00	163,944.00
10-54-13	Employee Benefits & Retirement	5,861.29	8,869.39	16,247.00	16,247.00
10-54-15	Crossing Guard Supplies/Equip.	1,680.94	2,264.47	2,000.00	2,000.00
10-54-62	Police Services	463,065.12	606,030.36	755,248.00	755,248.00
10-54-65	Narcotics Strike Force	9,647.44	9,647.44	9,700.00	9,700.00
10-54-71	Emergency Manager	.00	26,166.39	25,000.00	25,000.00
10-54-75	Hometown Security (EPRT)	.00	.00	4,000.00	4,000.00
Total PUBLIC SAFETY & EMERGENCY PLAN:		539,347.65	742,109.69	976,139.00	976,139.00
<b>PARKS AND CEMETERY</b>					

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
10-70-11	Salaries and Wages	101,081.80	161,184.13	252,346.00	252,346.00
10-70-13	Employee Benefits & Retirement	26,599.97	46,639.62	82,183.00	82,183.00
10-70-20	Uniforms	128.40	191.45	1,000.00	1,000.00
10-70-23	Training & Education	.00	.00	2,000.00	2,000.00
10-70-25	Equipment & Supplies	35,147.53	21,746.92	20,000.00	20,000.00
10-70-26	Building and Grounds	52,749.90	77,465.60	90,000.00	90,000.00
10-70-29	Park & Cemetery Lights	3,932.85	4,367.48	4,500.00	4,500.00
10-70-61	Misc. Services and Supplies	214.75	.10	1,200.00	1,200.00
10-70-69	Office Supplies & Expense	.00	.00	500.00	500.00
10-70-70	Gateways & Public Properties	3,530.39	3,981.69	6,000.00	6,000.00
Total PARKS AND CEMETERY:		223,385.59	315,576.99	459,729.00	459,729.00
<b>RECREATION</b>					
10-71-11	Salaries and Wages	223,027.43	312,770.64	414,868.00	414,868.00
10-71-13	Employee Benefits & Retirement	72,003.23	117,162.76	188,094.00	188,094.00
10-71-20	Recreation Program Marketing	.00	737.76	1,000.00	1,000.00
10-71-23	Travel & Education	4,180.28	5,731.58	5,000.00	5,000.00
10-71-25	Equipment and Supplies	15,940.69	2,624.57	5,000.00	5,000.00
10-71-26	Building and Grounds	29.00	6,290.43	7,800.00	7,800.00
10-71-30	Background Checks	1,314.55	1,765.35	2,000.00	2,000.00
10-71-60	Soccer	25,889.34	25,084.63	27,000.00	27,000.00
10-71-67	Junior Jazz	8,754.47	28,473.93	25,000.00	25,000.00
10-71-68	Football	25,706.63	26,129.06	35,000.00	35,000.00
10-71-69	Office Supplies & Expense	2,585.00	2,239.54	5,000.00	5,000.00
10-71-71	Baseball/Softball	30,013.99	51,000.24	31,000.00	31,000.00
10-71-73	Volleyball	2,337.30	5,717.30	5,500.00	5,500.00
10-71-76	Hockey	.00	.00	.00	15,000.00
10-71-77	Flag Football	.00	.00	.00	18,000.00
10-71-79	Archery	.00	.00	.00	4,000.00
10-71-80	Senior Progams	12,443.10	8,482.61	11,000.00	11,000.00
Total RECREATION:		424,225.01	594,210.40	763,262.00	800,262.00
<b>TRANSFERS, CONT. &amp; OTHER USES</b>					
10-90-63	Class C Trans. to Special Rev.	580,257.60	645,796.29	550,000.00	550,000.00
10-90-86	TRANSFER TO CAP. PROJ. FUND	1,041,679.00	650,000.00	344,262.00	307,262.00
10-90-95	Transfer Out to CDRA	576,000.00	576,000.00	576,000.00	576,000.00
Total TRANSFERS, CONT. & OTHER USES:		2,197,936.60	1,871,796.29	1,470,262.00	1,433,262.00
GENERAL FUND Revenue Total:					
5,091,491.26					
GENERAL FUND Expenditure Total:					
5,486,462.50					
Total GENERAL FUND:		394,971.24-	148,957.48	.00	.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>SPECIAL REVENUE FUND</b>					
<b>DEVELOPMENT FEES</b>					
45-30-57	Road Impact Fees	272,647.52	419,584.78	152,900.00	152,900.00
45-30-70	Park and Trails Impact Fees	411,750.34	786,950.00	623,086.00	623,086.00
45-30-75	North Davis Sewer Impact Fees	300,618.27	414,811.92	352,600.00	352,600.00
45-30-80	N.D. Fire Impact Fees	.00	.00	13,868.00	13,868.00
45-30-99	Beginning Balance	.00	.00	732,497.00	732,497.00
Total DEVELOPMENT FEES:		985,016.13	1,621,346.70	1,874,951.00	1,874,951.00
<b>OTHER FINANCING SOURCES</b>					
45-33-90	Transfer from Other Funds	580,257.60	645,796.29	550,000.00	550,000.00
45-33-93	Local Option Roads	208,079.04	220,151.37	1,000,000.00	1,000,000.00
Total OTHER FINANCING SOURCES:		788,336.64	865,947.66	1,550,000.00	1,550,000.00
<b>CHARGES FOR SERVICES</b>					
45-36-10	Interest Income	428,292.91	419,223.39	.00	.00
Total CHARGES FOR SERVICES:		428,292.91	419,223.39	.00	.00
<b>SPECIAL FUND PROJECTS</b>					
45-51-15	Parks/Trails Impact Fee Proj.	.00	.00	385,000.00	385,000.00
45-51-71	Roads/Ped. Walkways Impact Fee	4,515.00	209,837.59	500,000.00	500,000.00
45-51-80	N.D. Sewer Impact Fees	301,541.01	406,929.86	352,600.00	352,600.00
45-51-85	N.D. Fire Impact Fees	.00	.00	13,868.00	13,868.00
45-51-93	Local Option Roads	47,379.37	184,579.67	1,000,000.00	1,000,000.00
45-51-95	Class C Road Expenditures	410,925.49	1,070,816.55	1,151,020.00	1,151,020.00
45-51-97	Road & Sidewalk Grant Projects	.00	.00	22,463.00	22,463.00
Total SPECIAL FUND PROJECTS:		764,360.87	1,872,163.67	3,424,951.00	3,424,951.00
SPECIAL REVENUE FUND Revenue Total:					
SPECIAL REVENUE FUND Expenditure Total:					
Total SPECIAL REVENUE FUND:		1,437,284.81	1,034,354.08	.00	.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>CAPITAL PROJECTS FUND</b>					
<b>REVENUE</b>					
48-30-37	Intergovernmental Revenues	.00	247,343.67	.00	.00
48-30-39	Misc. revenue	28.00	.00	.00	.00
48-30-45	Cemetery Permit & Perpet. Care	59,865.00	20,700.00	223,062.00	223,062.00
48-30-90	Beginning Balance	.00	.00	3,456,375.00	3,493,375.00
Total REVENUE:		59,893.00	268,043.67	3,679,437.00	3,716,437.00
<b>OTHER FINANCING SOURCES</b>					
48-33-10	Transfer from General Fund	1,041,679.00	650,000.00	344,262.00	307,262.00
48-33-25	Grants	.00	.00	9,000,000.00	9,000,000.00
48-33-35	Interest	286,277.54	282,740.84	.00	.00
Total OTHER FINANCING SOURCES:		1,327,956.54	932,740.84	9,344,262.00	9,307,262.00
<b>CAP. PROJ. FUND FINANCING USES</b>					
48-51-15	Buildings	46,342.25	2,380.14	278,581.00	278,581.00
48-51-20	Road Projects	135,947.00	259,461.88	10,442,585.00	10,442,585.00
48-51-25	Park Improvement Projects	110,910.44	37,192.52	1,117,048.00	1,117,048.00
48-51-43	Capital Equipment Replacement	12,632.10	82,270.55	93,912.00	93,912.00
48-51-44	Vehicle Replacement	46,012.81	.00	158,991.00	158,991.00
48-51-53	5 Year CIP	12,704.00	7,735.00	709,520.00	709,520.00
48-51-70	Cemetery Perpetual Care	.00	.00	223,062.00	223,062.00
Total CAP. PROJ. FUND FINANCING USES:		364,548.60	389,040.09	13,023,699.00	13,023,699.00
CAPITAL PROJECTS FUND Revenue Total:					
CAPITAL PROJECTS FUND Expenditure Total:					
Total CAPITAL PROJECTS FUND:		1,387,849.54	1,200,784.51	13,023,699.00	13,023,699.00
		364,548.60	389,040.09	13,023,699.00	13,023,699.00
		1,023,300.94	811,744.42	.00	.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>WASTE FUND</b>					
<b>OPERATING REVENUE</b>					
51-37-17	Penalties	802.15	980.00	500.00	500.00
51-37-26	Sewer Fees	1,303,462.28	1,357,531.01	1,300,000.00	1,300,000.00
51-37-50	Garbage Collection Fees	756,663.61	801,091.83	1,150,000.00	1,150,000.00
51-37-60	Greenwaste Collection Fees	128,989.57	132,993.10	130,000.00	130,000.00
51-37-70	Recycle Collection Fees	168,417.99	176,651.21	170,000.00	170,000.00
Total OPERATING REVENUE:		2,358,335.60	2,469,247.15	2,750,500.00	2,750,500.00
<b>OTHER FINANCING SOURCES</b>					
51-38-05	Sewer Impact Fees	64,827.70	107,888.59	82,700.00	82,700.00
51-38-15	Can Purchase	15,470.00	25,340.00	17,000.00	17,000.00
51-38-65	ARPA NEU Davis County	4,851,871.91	10,660,926.00	25,000,000.00	25,000,000.00
51-38-80	Interest Earnings	46,760.57	9,524.09	10,000.00	10,000.00
51-38-91	DEVELOPER CONTRIBUTIONS	178,216.97	513,684.00	.00	.00
51-38-99	Pension	.00	.00	20,000.00	20,000.00
Total OTHER FINANCING SOURCES:		5,157,147.15	11,317,362.68	25,129,700.00	25,129,700.00
<b>TRANSFERS</b>					
51-39-95	Beginning Fund Balance	.00	.00	104,235.00	104,235.00
51-39-96	Sewer Impact Fee Balance	.00	.00	77,875.00	77,875.00
Total TRANSFERS:		.00	.00	182,110.00	182,110.00
<b>PRIMARY OPERATING EXPENSES</b>					
51-81-11	Salaries and Wages	225,534.57	234,265.43	285,697.00	285,697.00
51-81-13	Benefits and Bonus	105,247.70	114,058.99	152,868.00	152,868.00
51-81-15	On call pay	690.00	208.12	850.00	850.00
51-81-20	Overtime	197.56	261.30	2,000.00	2,000.00
51-81-27	Lift Station Pumps	2,846.88	7,696.67	10,900.00	10,900.00
51-81-42	Garbage	692,299.86	658,596.74	600,000.00	600,000.00
51-81-43	Greenwaste	115,262.80	128,727.44	113,000.00	113,000.00
51-81-44	Recycling	159,358.02	171,875.24	138,000.00	138,000.00
51-81-49	Sewer Collection and Disposal	1,072,060.02	1,012,619.94	1,068,000.00	1,068,000.00
51-81-55	Sewer Maintenance and Repair	44,848.05	29,643.97	33,620.00	33,620.00
51-81-63	IT Support & Contracts	15,966.89	23,145.59	21,800.00	21,800.00
51-81-65	Utility Refunds	.00	.00	1,500.00	1,500.00
Total PRIMARY OPERATING EXPENSES:		2,434,312.35	2,381,099.43	2,428,235.00	2,428,235.00
<b>MATERIALS AND SUPPLIES</b>					
51-82-24	Utility Bills - Postage/Equip.	11,471.10	11,088.15	11,000.00	11,000.00
51-82-47	Can Purchase	68,633.00	43,442.50	45,000.00	45,000.00
51-82-60	Travel and Education	814.00	1,134.00	1,500.00	1,500.00
51-82-61	Misc. Supplies & Deposit Slips	.00	.00	1,000.00	1,000.00
Total MATERIALS AND SUPPLIES:		80,918.10	55,664.65	58,500.00	58,500.00
<b>WASTE - OTHER EXPENSES</b>					
51-84-05	Sewer Impact Fee Projects	.00	14,448.00	33,858.00	33,858.00
51-84-20	Risk Management	6,293.98	6,027.21	10,000.00	10,000.00
51-84-30	Depreciation	157,038.43	168,237.80	85,000.00	85,000.00
51-84-35	Credit Card Processing Fees	20,835.74	25,148.55	8,100.00	8,100.00
51-84-39	Auditor & Accounting Support	5,860.00	5,560.00	6,000.00	6,000.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
51-84-44	Vehicle Replacement	2,270.20	.00	42,754.00	42,754.00
51-84-81	IT	2,600.00	600.00	3,000.00	3,000.00
51-84-82	ARPA Davis County Sewer Proj	.00	.01	25,000,000.00	25,000,000.00
51-84-83	Capital Improvements	2,357.82	6,600.00	347,863.00	347,863.00
51-84-84	Blue Stakes	772.50	626.44	1,000.00	1,000.00
51-84-90	Fleet	6,164.86	5,849.83	8,000.00	8,000.00
51-84-97	Fleet Leases	9,740.00	5,520.60	10,000.00	10,000.00
Total WASTE - OTHER EXPENSES:		213,933.53	238,618.44	25,555,575.00	25,555,575.00
<b>TRANSFERS &amp; CONTINGENCIES</b>					
51-90-99	Pension	.00	.00	20,000.00	20,000.00
Total TRANSFERS & CONTINGENCIES:		.00	.00	20,000.00	20,000.00
WASTE FUND Revenue Total:		7,515,482.75	13,786,609.83	28,062,310.00	28,062,310.00
WASTE FUND Expenditure Total:		2,729,163.98	2,675,382.52	28,062,310.00	28,062,310.00
Total WASTE FUND:		4,786,318.77	11,111,227.31	.00	.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>WATER FUND</b>					
<b>OPERATING REVENUE</b>					
55-37-11	Metered Water Sales	852,442.51	879,883.97	850,000.00	850,000.00
55-37-13	Secondary Water Sales	1,156,128.71	1,175,580.14	1,200,000.00	1,200,000.00
55-37-14	Connection Fees - Water	14,900.00	29,150.00	11,500.00	11,500.00
55-37-17	Penalties	721.94	882.00	500.00	500.00
Total OPERATING REVENUE:		2,024,193.16	2,085,496.11	2,062,000.00	2,062,000.00
<b>OTHER FINANCING SOURCES</b>					
55-38-05	Water Impact Fees	44,912.56	87,570.00	36,696.00	36,696.00
55-38-20	Gain/Loss on Capital Assets	6,265.32-	.00	.00	.00
55-38-55	Miscellaneous Revenue	4,911.20	4,900.00	.00	.00
55-38-80	Interest Earnings	146,945.89	115,205.40	20,000.00	20,000.00
55-38-91	DEVELOPER CONTRIBUTIONS	83,651.46	1,001,257.00	.00	.00
55-38-95	Fund Reserves	.00	.00	745,769.00	745,769.00
55-38-96	Water Impact Fee Balance	.00	.00	291,531.00	291,531.00
55-38-99	Pension	.00	.00	20,000.00	20,000.00
Total OTHER FINANCING SOURCES:		274,155.79	1,208,932.40	1,113,996.00	1,113,996.00
<b>PRIMARY OPERATING EXPENSES</b>					
55-81-11	Salaries and Wages	260,240.28	265,345.14	333,894.00	333,894.00
55-81-13	Benefits and Bonus	122,201.85	131,389.00	177,404.00	177,404.00
55-81-15	On call pay	1,380.00	416.04	1,700.00	1,700.00
55-81-20	Overtime	3,003.51	929.85	4,000.00	4,000.00
55-81-28	Wells & Water Tank Power	7,483.35	8,252.73	9,000.00	9,000.00
55-81-35	Hooper Water District	.00	50.00	500.00	500.00
55-81-41	Water Maintenance	17,534.33	23,768.07	28,620.00	28,620.00
55-81-42	Water Sample Testing	1,943.47	4,607.00	5,000.00	5,000.00
55-81-43	Secondary Water	1,026,597.27	1,137,943.14	1,200,000.00	1,200,000.00
55-81-45	Registration & Other Expenses	.00	.00	500.00	500.00
55-81-60	Travel and Education	4,255.51	3,874.92	4,140.00	4,140.00
55-81-63	IT Support & Contracts	15,936.46	19,783.99	25,800.00	25,800.00
Total PRIMARY OPERATING EXPENSES:		1,460,576.03	1,596,359.88	1,790,558.00	1,790,558.00
<b>WATER - MATERIALS AND SUPPLIES</b>					
55-82-24	Utility Bills - Postage/Equip	11,471.11	11,642.11	8,250.00	8,250.00
55-82-47	Misc. Supplies & Deposit Slips	.00	.00	750.00	750.00
55-82-50	Water Meters	114,583.47	68,427.00	125,000.00	125,000.00
Total WATER - MATERIALS AND SUPPLIES:		126,054.58	80,069.11	134,000.00	134,000.00
<b>WATER - OTHER EXPENSES</b>					
55-84-05	Water System Impact Fee Proj.	.00	.00	574,753.00	574,753.00
55-84-20	Risk Management	5,874.41	5,625.40	10,000.00	10,000.00
55-84-30	Depreciation	160,975.74	179,931.52	80,000.00	80,000.00
55-84-33	Capital Projects & Expenditure	7,245.17	15,043.49	166,801.00	166,801.00
55-84-35	Credit Card Processing Fees	22,289.43	26,903.09	8,800.00	8,800.00
55-84-38	Auditor & Accounting Support	5,860.00	5,560.00	6,000.00	6,000.00
55-84-40	Water Purchase - Weber Basin	226,918.00	126,122.50	288,474.00	288,474.00
55-84-44	Vehicle Replacement	1,026.96	.00	47,110.00	47,110.00
55-84-82	Blue Stakes	2,352.58	2,285.44	2,500.00	2,500.00
55-84-83	IT	3,200.00	1,200.00	2,000.00	2,000.00
55-84-85	Engineering Studies & Planning	.00	.00	20,000.00	20,000.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
55-84-90	Fleet	10,788.54	10,097.33	15,000.00	15,000.00
55-84-97	Fleet Leases	9,740.00	5,520.60	10,000.00	10,000.00
	Total WATER - OTHER EXPENSES:	456,270.83	378,289.37	1,231,438.00	1,231,438.00
<b>TRANSFERS &amp; CONTINGENCIES</b>					
55-90-99	Pension	.00	.00	20,000.00	20,000.00
	Total TRANSFERS & CONTINGENCIES:	.00	.00	20,000.00	20,000.00
	WATER FUND Revenue Total:	2,298,348.95	3,294,428.51	3,175,996.00	3,175,996.00
	WATER FUND Expenditure Total:	2,042,901.44	2,054,718.36	3,175,996.00	3,175,996.00
	Total WATER FUND:	255,447.51	1,239,710.15	.00	.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>STORM WATER UTILITY FUND</b>					
<b>OPERATING REVENUE</b>					
58-37-11	Storm Sys. Maint. & Const. Fee	215,796.46	221,760.59	215,000.00	215,000.00
58-37-17	Penalties	80.22	98.00	150.00	150.00
58-37-90	Fund Balance	.00	.00	18,315.00	18,315.00
58-37-91	Storm Water Impact Fee Balance	.00	.00	74,288.00	74,288.00
Total OPERATING REVENUE:		215,876.68	221,858.59	307,753.00	307,753.00
<b>OTHER FINANCING SOURCES</b>					
58-38-05	Storm Water Impact Fees	112,994.63	182,506.50	105,100.00	105,100.00
58-38-70	Interest Earnings	106,437.60	91,260.80	20,000.00	20,000.00
58-38-91	DEVELOPER CONTRIBUTIONS	313,219.25	383,451.00	.00	.00
58-38-99	Pension	.00	.00	20,000.00	20,000.00
Total OTHER FINANCING SOURCES:		532,651.48	657,218.30	145,100.00	145,100.00
<b>PRIMARY OPERATING EXPENSES</b>					
58-81-11	Salaries and Wages	86,782.17	100,210.76	113,826.00	113,826.00
58-81-13	Benefits	43,071.52	45,767.35	59,822.00	59,822.00
58-81-27	Storm Sys. Maint. & Repair	18,838.38	13,822.43	23,620.00	23,620.00
58-81-28	Construction	.00	.00	10,000.00	10,000.00
58-81-34	Credit Card Fees	2,907.22	3,509.08	1,100.00	1,100.00
58-81-40	Sweeping & Preventative Care	23,396.36	14,834.05	12,000.00	12,000.00
58-81-42	Strm Sys Maint & Phs II Comp.	5.79	1,938.97	2,500.00	2,500.00
58-81-43	Secondary Water	.00	.00	5,000.00	5,000.00
Total PRIMARY OPERATING EXPENSES:		175,001.44	180,082.64	227,868.00	227,868.00
<b>STORM WTR UTILITY - OTHER EXP.</b>					
58-84-05	Storm System Impact Fee Proj.	3,617.50	.00	.00	.00
58-84-20	Risk Management	2,097.98	2,009.09	3,500.00	3,500.00
58-84-30	Depreciation	183,179.38	199,148.52	64,000.00	64,000.00
58-84-38	Auditor & Accounting Support	1,465.00	1,390.00	1,500.00	1,500.00
58-84-44	Vehicle Replacement	988.80	.00	83,485.00	83,485.00
58-84-83	Capital Projects	.00	.00	40,000.00	40,000.00
58-84-90	Fleet Expense	1,541.24	1,490.46	2,500.00	2,500.00
58-84-97	Fleet Leases	9,740.00	5,520.60	10,000.00	10,000.00
Total STORM WTR UTILITY - OTHER EXP.:		202,629.90	209,558.67	204,985.00	204,985.00
<b>STORM WTR UTILITY - OTHER EXP.</b>					
58-90-99	Pension	.00	.00	20,000.00	20,000.00
Total STORM WTR UTILITY - OTHER EXP.:		.00	.00	20,000.00	20,000.00
STORM WATER UTILITY FUND Revenue Total:					
		748,528.16	879,076.89	452,853.00	452,853.00
STORM WATER UTILITY FUND Expenditure Total:					
		377,631.34	389,641.31	452,853.00	452,853.00
Total STORM WATER UTILITY FUND:		370,896.82	489,435.58	.00	.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>DEBT SERVICE</b>					
<b>MISCELLANEOUS REVENUE</b>					
70-36-10	Interest Earnings	651.28	567.90	.00	.00
Total MISCELLANEOUS REVENUE:		651.28	567.90	.00	.00
DEBT SERVICE Revenue Total:		651.28	567.90	.00	.00
Total DEBT SERVICE:		651.28	567.90	.00	.00

Account Number	Account Title	2024 Actual	2025 Actual	2026 Original Budget	2026 Amended Budget
<b>CDRA FUND</b>					
<b>REVENUE</b>					
85-31-08	Interfund Loan	576,000.00	576,000.00	576,000.00	576,000.00
85-31-10	Property Tax Increment	222,630.00	222,145.00	140,000.00	140,000.00
Total REVENUE:		798,630.00	798,145.00	716,000.00	716,000.00
<b>REVENUE</b>					
85-38-80	Interest Earnings	7,853.15	7,651.54	.00	.00
Total REVENUE:		7,853.15	7,651.54	.00	.00
<b>EXPENDITURES</b>					
85-44-65	Long-term Debt Expense	399,000.00	419,000.00	439,000.00	439,000.00
Total EXPENDITURES:		399,000.00	419,000.00	439,000.00	439,000.00
<b>EXPENDITURES</b>					
85-84-15	Interest Expense	313,741.60	294,952.45	277,000.00	277,000.00
Total EXPENDITURES:		313,741.60	294,952.45	277,000.00	277,000.00
CDRA FUND Revenue Total:		806,483.15	805,796.54	716,000.00	716,000.00
CDRA FUND Expenditure Total:		712,741.60	713,952.45	716,000.00	716,000.00
Total CDRA FUND:		93,741.55	91,844.09	.00	.00
Grand Totals:		7,572,670.44	14,927,841.01	.00	.00

# CITY COUNCIL STAFF REPORT

**Subject:** North Davis Fire District  
**Author:** Kyle Laws  
**Department:** Executive  
**Meeting Date:** December 16, 2025



## **Background**

West Point city recently completed an annexation on the north side of the city. This change in our city boundaries has created a need for the North Davis Fire District (NDFD) to adjust their service area boundary to match our city boundary. The North Davis Fire District Board of Trustees approved a resolution declaring their intent to perform a boundary adjustment for the areas recently annexed into West Point. The NDFD's attorney, Mr. Mark Anderson, has asked that we follow the process below:

1. Boundary Adjustment: The District Board will adopt the Intent Resolution – Completed *Resolution 2025R-013; approved by NDFD Board of Trustees 8/21/2025*
2. The City Council will also need to adopt a resolution indicating the City's willingness to consent to adjust the boundary of the District to include more of the City. The respective legislative bodies will be required to hold a public hearing not sooner than 60 days after the adoption of their respective Resolutions. Once each legislative body decides on a date and time for its public hearing, a Notice of Public Hearing will be prepared that meets statutory requirements.
3. After the public hearing, which will be held in December, both agencies will adopt another resolution finalizing the decision to expand the NDFD's service area boundary.

## **Analysis**

As explained above, the City Council is being asked to adopt the attached resolution to expand the service area of the NDFD. The 60-day waiting period has now concluded and we are now required to hold a public hearing. The timing is critical so that the area annexed can be included in the property tax rolls and calculations for next year.

## **Recommendation**

Staff recommends approval of this Resolution, consenting to the expansion of the NDFD Service Area.

## **Significant Impacts**

None

## **Attachments**

Resolution

**JOINT RESOLUTION  
OF  
NORTH DAVIS FIRE DISTRICT (Resolution No. 2025R19  
AND  
WEST POINT CITY (Resolution No. \_\_\_\_\_)  
APPROVING AN ADJUSTMENT TO THE BOUNDARIES OF THE DISTRICT  
WITHIN THE CITY**

WHEREAS, the North Davis Fire District (“District”) provides fire protection, paramedic and emergency services within its service area, including within West Point City’s boundaries;

WHEREAS, as a result of municipal annexations, West Point City (“City”) now includes formerly unincorporated areas that have not been annexed into District, which areas are described below (the “Affected Area”);

WHEREAS, District and City desire to adjust District’s boundaries to include the Affected Area, so the Affected Area will receive fire protection, paramedic and emergency services from the District the same as other portions of the City;

WHEREAS, the boundary adjustment is intended to promote efficient fire protection, emergency medical response, and administrative service delivery within the Affected Area;

WHEREAS, the Affected Area is described in attached Exhibit A, which is incorporated herein by reference;

WHEREAS, the Affected Area, is located within the boundaries of the City and is directly adjacent to the boundaries of the District;

WHEREAS, Utah Code Ann. §§ 17B-1-503(1) and 17B-1-417 provide a procedure whereby the boundary of the District may be adjusted to include the Affected Area (a “boundary adjustment”);

WHEREAS, the District Board of Trustees and the City Council each adopted a Resolution declaring an intent to adjust the District’s boundaries to include the Affected Area, after which Public Notices were issued and posted as required by law and the Board of Trustees and the City Council each held a public hearing regarding the boundary adjustment;

WHEREAS, written protests were not filed with either the Board of Trustees of the District or the City Council by owners of private real property within the Affected Area or registered voters residing within the Affected Area meeting the protest threshold stated in Utah Code Ann. § 17B-1-417(3)(b)(vi);

WHEREAS, all statutory requirements preparatory to the adoption of this Joint Resolution have been satisfied; and

WHEREAS, the Board of Trustees of the District and the City Council, after having considered the reasons for the proposed boundary adjustment, deem it to be in the best interests of the District and the City and their respective constituents and the owners of land in the Affected Area, for the District's boundary to be adjusted to include the Affected Area and receive fire protection, paramedic and emergency services from the District.

NOW, THEREFORE, BE IT RESOLVED and enacted by the Board of Trustees of the North Davis Fire District and the City Council of West Point City as follows:

1. That this Resolution is adopted by the respective legislative bodies for the purpose of fulfilling and complying with the requirements of Utah Code Ann. §§ 17B-1-503(1) and 17B-1-417(4) relating to adjusting the boundary of the District to include the Affected Area.

2. That the District Board of Trustees and the City Council have determined and hereby do determine the proposed boundary adjustment to be equitable and necessary under the circumstances.

3. That the proposed boundary adjustment, which will include the Affected Area as part of the District as described in attached Exhibit "A" which is incorporated by reference as part of this Joint Resolution, is hereby approved, with the boundary adjustment to be effective upon the Lieutenant Governor's issuance of a Certificate of Boundary Adjustment under Utah Code Ann. §§ 17B-1-417(7) and 67-1a-6.5.

4. That, from and after the effective date of this boundary adjustment, the Affected Area shall be part of the District.

5. That the Chairman of the District Board of Trustees, acting for the said Board, shall be and hereby is authorized and instructed to issue a written notice of the boundary adjustment (the "notice of impending boundary action") for delivery to the Lieutenant Governor, including a certification by the Board of Trustees that all requirements for the boundary adjustment have been complied with.

6. That the Mayor of the City, acting for the City Council, shall be and hereby is authorized and instructed to issue a written notice of the boundary adjustment, which may be a joint notice with the District, for delivery to the Lieutenant Governor, including a certification by the City Council that all requirements for the boundary adjustment have been complied with.

7. That the Fire Chief of the District is instructed, within thirty days after the adoption of this Joint Resolution by the later of the legislative bodies to adopt the Resolution, to file with the Lieutenant Governor a copy of the notice of impending boundary action and a copy of an approved final local entity plat.

8. That, after the Lieutenant Governor has issued a Certificate of Boundary Adjustment, the District's Fire Chief or his designee is instructed to submit to the Davis County Recorder for recordation the following documents: the original notice of impending boundary action; the Certificate of Boundary Adjustment issued by the Lieutenant Governor; an approved final local entity plat; and a certified copy of this Joint Resolution. After those documents have been recorded, the District may levy and collect a property tax on the Affected Area and may otherwise proceed as allowed by Utah Code Ann. §§ 17B-1-417(7) and 59-2-305.5.

9. That this Joint Resolution has been placed on the agenda of meetings of the District Board of Trustees and the City Council and this action is taken in compliance with the Utah Open and Public Meetings Act.

10. That this Joint Resolution shall take effect upon its approval and adoption by the later of the legislative bodies to act on this Resolution, but the annexation shall not be complete until the Lieutenant Governor issues a Certificate of Boundary Adjustment as provided in paragraph 3 above and the District may not assess a property tax against the Affected Area until the recordings referenced in paragraph 8 above have been completed.

Adopted, approved and passed by the Board of Trustees of the North Davis Fire District and by the City Council of West Point City on the dates set forth below.

**NORTH DAVIS FIRE DISTRICT**

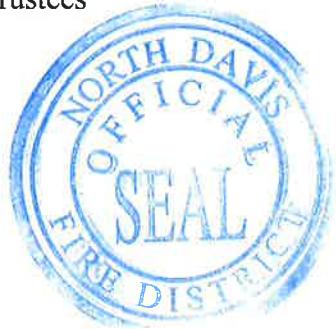
Date: 11/20/2025

By: Brian Vincent  
Brian Vincent, Chair of the Board of Trustees

ATTEST:

Misty Rogers

Misty Rogers, Clerk



**WEST POINT CITY**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Brian Vincent, Mayor

ATTEST:

Casey Arnold, City Recorder

**EXHIBIT A**  
**Legal Description of Affected Area in Davis County, Utah**

**1. DESCRIPTION OF AFFECTED AREA:**

**PARCEL ID: 14-037-0032, 14-334-0001, 14-334-0002**

**LEGAL DESCRIPTION:**

PART OF THE NORTHWEST QUARTER OF SECTION 30, TOWNSHIP 5 NORTH, RANGE 2 WEST, AND PART OF THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 5 NORTH, RANGE 3 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE EXISTING WEST POINT CITY BOUNDARY LINE, SAID POINT BEING 1197.22 FEET SOUTH 89°59'33" EAST ALONG THE SECTION LINE AND 1288.10 FEET NORTH 00°00'27" EAST FROM THE WEST QUARTER CORNER OF SAID SECTION 30 (SAID QUARTER CORNER BEING NORTH 89°59'33" WEST 2687.69 FEET FROM THE CENTER OF SAID SECTION 30); THENCE ALONG SAID CITY BOUNDARY LINE THE FOLLOWING TWENTY-FIVE (25) COURSES: (1) SOUTH 00°38'32" EAST 128.95 FEET; (2) SOUTH 35°19'00" WEST 20.42 FEET; (3) SOUTH 29°25'00" WEST 51.71 FEET; (4) SOUTH 60°49'00" WEST 65.47 FEET; (5) SOUTH 69°10'00" WEST 37.74 FEET; (6) SOUTH 79°24'00" WEST 39.11 FEET; (7) NORTH 83°14'00" WEST 36.90 FEET; (8) SOUTH 76°40'00" WEST 27.63 FEET; (9) SOUTH 51°10'00" WEST 74.88 FEET; (10) SOUTH 12°59'00" WEST 51.76 FEET; (11) SOUTH 41°39'00" WEST 84.22 FEET; (12) SOUTH 29°50'00" WEST 120.66 FEET; (13) SOUTH 48°56'00" WEST 41.52 FEET; (14) SOUTH 41°46'00" WEST 45.17 FEET; (15) SOUTH 54°29'00" WEST 87.94 FEET; (16) SOUTH 45°14'00" WEST 38.76 FEET; (17) SOUTH 52°50'11" WEST 72.08 FEET; (18) SOUTH 57°01'05" WEST 103.75 FEET; (19) SOUTH 87°25'08" WEST 117.38 FEET; (20) SOUTH 36°10'52" WEST 104.34 FEET; (21) SOUTH 68°39'50" WEST 126.03 FEET; (22) SOUTH 39°27'58" WEST 106.11 FEET; (23) SOUTH 84°01'51" WEST 83.17 FEET; (24) SOUTH 33°00'47" WEST 184.68 FEET; (25) SOUTH 46°52'58" WEST 68.97 FEET TO THE CENTERLINE OF SR-37; THENCE ALONG SAID CENTERLINE THE FOLLOWING TWO (2) COURSES: (1) ALONG A NON-TANGENT CURVE TURNING TO THE RIGHT WITH A RADIUS OF 280.90 FEET, AN ARC LENGTH OF 185.01 FEET, A DELTA ANGLE OF 37°44'16", A CHORD BEARING OF NORTH 18°43'05" WEST, AND A CHORD LENGTH OF 181.69 FEET; (2) NORTH 00°09'03" EAST 1012.19 FEET TO THE EXISTING WEST POINT CITY BOUNDARY LINE; THENCE ALONG SAID CITY BOUNDARY LINE SOUTH 89°43'06" EAST 1374.11 FEET TO THE POINT OF BEGINNING. CONTAINING 926,759 SQUARE FEET OR 21.275 ACRES.

**2. DESCRIPTION OF AFFECTED AREA**

**PARCEL ID: 141010015, 145700003, 141000019, 141000008, 133310003, 141010032, 141010012, 145700004, 141000006, 130450034, 130450048, 130450050, 141010003, 145740001, 133310002, 141010014, 141000038, 145580005, 141010001, 141010029, 141010031, 130450033, 145580004,**

133310001, 130450049, 141000020, 130450014, 130450057, 133030001, 141010010, 141010011, 141000005, 130450019, 145700002, 141010024, 145580003, 130450055, 130450056, 141010013  
**LEGAL DESCRIPTION:**

A TRACT OF LAND LOCATED IN THE SOUTHEAST QUARTER OF SECTION 23, AND THE SOUTH HALF OF SECTION 24, AND THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 5 NORTH, RANGE 3 WEST, AND THE SOUTHWEST QUARTER OF SECTION 19, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, HAVING A BASIS OF BEARING ON UTAH NORTH ZONE STATE PLANE COORDINATE SYSTEM OF 1983 (NAD83) ESTABLISHED BY GLOBAL POSITIONING SYSTEMS (GPS) UTILIZING LEICA GPS NETWORK OF NORTH 89°38'24" WEST BETWEEN THE MONUMENTED LOCATIONS OF THE SOUTHEAST CORNER (HAVING WEBER COUNTY SURVEYOR RECORD STATE PLANE COORDINATES OF N=3577906.430 E=1469025.507 U.S.FT.) AND THE SOUTH QUARTER CORNER (HAVING GPS OBSERVED STATE PLANE COORDINATES OF N=3577949.790 E=1466373.726 U.S.FT), OF SAID SECTION 24 DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT LOCATED NORTH 89°38'24" WEST 156.32 FEET, TO THE CENTER OF 5000 WEST STREET, FROM SAID SOUTHEAST CORNER OF SECTION 24; RUNNING THENCE SOUTH 00°27'34" WEST 686.56 FEET, ALONG THE CENTER OF SAID STREET WHICH IS ALSO THE BOUNDARY OF WEST POINT CITY BY ORDINANCE NO. 04-17-2007 RECORDED ENTRY NO. 2273093 ON MAY 23-2007; THENCE NORTH 89°38'24" WEST 1358.57 FEET, ALONG THE COMMON BOUNDARY OF PROPERTIES DESCRIBED IN DEEDS RECORDED AS ENTRY NUMBERS 3524469 (SNP PROPERTIES LLC), 3398436 (YAMASHITA), 3513906 (KELLER), 1396168 (SMITH); THENCE NORTH 00°37'36" EAST 686.57 FEET, ALONG THE COMMON BOUNDARY OF PROPERTIES DESCRIBED IN DEEDS RECORDED AS ENTRY NUMBERS 3398436 (YAMASHITA), 3123776 (T-O RANCH LLC), 3504199 (JONES); THENCE NORTH 89°38'24" WEST 5.48 FEET, ALONG THE COMMON BOUNDARY OF PROPERTIES DESCRIBED IN DEEDS RECORDED AS ENTRY NUMBERS 3398436 (YAMASHITA), 3123776 (T-O RANCH LLC), 3504199 (JONES); THENCE NORTH 00°21'36" EAST 636.83 FEET, ALONG THE COMMON BOUNDARY OF PROPERTIES DESCRIBED IN DEEDS RECORDED AS ENTRY NUMBERS 3398436 (YAMASHITA), 3044360 (PLAT BOOK 6847 PAGE 54 VANDERWOOD SUBDIVISION); THENCE NORTH 89°07'00" WEST 1127.86 FEET, ALONG THE SOUTH RIGHT OF WAY LINE OF 2425 NORTH STREET AS DETERMINED BY THE DAVIS COUNTY SURVEYOR, SAID LINE IS ALSO ALONG THE COMMON BOUNDARY OF PROPERTIES DESCRIBED IN DEEDS RECORDED AS ENTRY NUMBERS 3044360 (PLAT BOOK 6847 PAGE 54 VANDERWOOD SUBDIVISION), 3389855 (HOUSLEY), TO THE EAST BOUNDARY OF ANN'S ACRES SUBDIVISION RECORDED ENTRY NUMBER 1620441 PLAT BOOK 2706 PAGE 86; THENCE SOUTH 00°56'19" WEST 3.90 FEET, ALONG SAID EAST BOUNDARY OF ANN'S ACRES SUBDIVISION RECORDED ENTRY NUMBER 1620441 PLAT BOOK 2706 PAGE 86, TO THE NORTHEAST CORNER OF LOT 1 SAID SUBDIVISION. THENCE NORTH 89°38'24" WEST 231.00 FEET, ALONG THE NORTH LINE OF SAID LOT 1 AND LOT 1 EXTENDED,

TO THE WEST BOUNDARY OF SAID SUBDIVISION; THENCE NORTH 00°56'20" EAST (N 00°31'15" E BY PLAT) 334.21, ALONG THE EAST BOUNDARY OF PARKERS PLACE SUBDIVISION PHASE 1 RECORDED ENTRY NUMBER 3144432 IN PLAT BOOK 7204 PAGE 995 ON FEBRUARY 2, 2019 AND THE EAST BOUNDARY EXTENDED, TO THE SOUTH BOUNDARY OF HUNT SUBDIVISION RECORDED ENTRY NUMBER 2790708 IN PLAT BOOK 5959 PAGE 75 ON FEBRUARY 20, 2014; THENCE SOUTH 89°40'28" EAST (N 89°59'59" E BY PLAT) 0.42 FEET, ALONG SAID SOUTH BOUNDARY TO THE SOUTHEAST CORNER OF SAID SUBDIVISION; THENCE NORTH 00°56'29" EAST (N 00°36'37" E BY PLAT) 200.00 FEET, ALONG THE EAST BOUNDARY OF SAID HUNT SUBDIVISION; THENCE NORTH 00°56'29" EAST 200.00 FEET, TO THE SOUTHEAST CORNER OF BENNETT'S SUBDIVISION RECORDED ENTRY NUMBER 2177944 IN PLAT BOOK 4059 PAGE 875 ON JUNE 20, 2006; THENCE NORTH 00°36'40" EAST (N 00°16'43" E BY PLAT) 332.98 FEET, TO THE NORTHEAST CORNER OF SAID BENNETT'S SUBDIVISION; THENCE NORTH 88°56'42" WEST (N 89°16'34" W BY PLAT) 676.80 FEET, ALONG THE NORTH BOUNDARY OF SAID BENNETT'S SUBDIVISION, TO THE NORTHWEST CORNER THEREOF; THENCE SOUTH 03°33'20" WEST (S 03°13'28" W BY PLAT) 342.07 FEET, ALONG THE WEST BOUNDARY OF SAID BENNETT'S SUBDIVISION, TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH 89°40'09" EAST 1.53 FEET, ALONG THE SOUTH BOUNDARY OF SAID BENNETT'S SUBDIVISION, TO A POINT BEING THE NORTHWEST CORNER OF A PARCEL DESCRIBED IN SPECIAL WARRANTY DEED RECORDED AS ENTRY NUMBER 2823889 BOOK 6103 PAGE 814 ON SEPTEMBER 16, 2014; THENCE SOUTH 00°59'22" WEST (SOUTH BY DEED) 200.05 FEET, TO THE NORTHWEST CORNER OF SAID HUNT SUBDIVISION; THENCE SOUTH 00°56'29" WEST 200.00 FEET, ALONG THE WEST BOUNDARY OF SAID HUNT SUBDIVISION, TO THE SOUTHWEST CORNER THEREOF, SAID POINT BEING ON THE NORTH BOUNDARY OF SAID PARKERS PLACE SUBDIVISION PHASE 1; THENCE SOUTH 89°40'28" EAST 314.97 FEET, ALONG SAID NORTH BOUNDARY TO THE NORTHWEST CORNER OF LOT 2 OF SAID PARKERS PLACE SUBDIVISION PHASE 1; THENCE SOUTH 00°36'45" WEST 321.70 FEET, ALONG THE WEST BOUNDARY OF SAID LOT 2 AND SAID LOT LINE EXTENDED, TO THE SOUTH RIGHT OF WAY LINE OF 2425 NORTH STREET AS DETERMINED BY THE DAVIS COUNTY SURVEYOR; THENCE NORTH 89°22'02" WEST 973.16 FEET, ALONG SAID SOUTH RIGHT OF WAY LINE OF 2425 NORTH STREET AS DETERMINED BY THE DAVIS COUNTY SURVEYOR, TO A POINT BEING ON THE EXTENSION OF THE WEST LOT LINE OF LOT 2, BRAD DEVEREAUX SUBDIVISION RECORDED ENTRY NUMBER 3241147 PLAT BOOK 7488 PAGE 378; THENCE NORTH 00°22'43" EAST 423.92 FEET, ALONG SAID WEST LOT LINE AND WEST LOT LINE EXTENDED, TO THE NORTHWEST CORNER OF SAID LOT 2; THENCE NORTH 89°19'47" WEST 123.24 FEET, ALONG THE SOUTH BOUNDARY OF LOT 4, SAID SUBDIVISION, TO THE SOUTHWEST CORNER OF SAID LOT 4; THENCE NORTH 00°22'43" EAST 408.85 FEET, ALONG THE COMMON BOUNDARY OF SAID LOT 4 AND LOT 2, ADAMS ACRES SUBDIVISION RECORDED ENTRY NUMBER

3088038 PLAT BOOK 6996 PAGE 136, TO THE NORTHEAST CORNER OF SAID LOT 2; THENCE NORTH 89°25'37" WEST 899.46 FEET, ALONG THE NORTH BOUNDARY OF SAID ADAMS ACRES SUBDIVISION AND THE NORTH BOUNDARY OF T N T SUBDIVISION RECORDED ENTRY NUMBER 2498922 PLAT BOOK 4918 PAGE 1283, TO THE EAST BOUNDARY OF EUGENE FOWERS SUBDIVISION RECORDED ENTRY NUMBER 894612 PLAT BOOK 1357 PAGE 661; THENCE NORTH 00°19'58" EAST 553.29 FEET, ALONG SAID EAST BOUNDARY AND THE EAST BOUNDARY OF EUGENE FOWERS SUBDIVISION LOT 1 AMENDED RECORDED ENTRY NUMBER 2026503 PLAT BOOK 3650 PAGE 193, TO THE NORTHEAST CORNER OF LOT 11 SAID AMENDED SUBDIVISION; THENCE NORTH 89°37'06" WEST 355.53 FEET, ALONG THE NORTH BOUNDARY OF SAID LOT 11 AND SAID LOT 11 EXTENDED, TO THE NORTHWEST CORNER OF SAID EUGENE FOWERS SUBDIVISION; THENCE NORTH 00°49'29" WEST 14.08 FEET, TO THE WEBER/DAVIS COUNTY LINE (SAID COUNTY LINE IS IDENTIFIED IN A SURVEY RECORDED AS ENTRY NUMBER 1885948 PLAT BOOK 56 PAGES 88-92 OF THE WEBER COUNTY RECORDER'S OFFICE ON OCTOBER 31, 2002, SAID SURVEY IS ALSO RECORDED IN THE DAVIS COUNTY RECORDER'S OFFICE); THENCE SOUTH 89°32'52" EAST 304.88 FEET, ALONG SAID WEBER/DAVIS COUNTY LINE (THIS POINT IS IDENTIFIED ON SAID SURVEY AS BEING A RED SANDSTONE MONUMENT FOR COUNTY LINE; THENCE SOUTH 89°19'53" EAST 7911.53 FEET, SAID LINE BEING HISTORICAL EVIDENCE OF THE WEBER/DAVIS COUNTY LINE, TO THE EAST RIGHT OF WAY LINE OF 4500 WEST STREET (DAVIS COUNTY ADDRESS); THENCE SOUTH 00°16'02" WEST 1082.69 FEET, ALONG SAID RIGHT OF WAY LINE, TO A POINT BEING ON THE EXTENSION OF THE EXISTING WEST POINT CITY BOUNDARY BY ORDINANCE NO. 02-05-2008 RECORDED ENTRY NO. 2347142 ON MARCH 7, 2008; THENCE THE FOLLOWING FOUR (4) COURSES ALONG SAID WEST POINT CITY BOUNDARY,

1) NORTH 89°38'09" WEST 266.00 FEET;

2) SOUTH 00°03'32" EAST 220.00 FEET;

3) NORTH 89°41'23" WEST 1143.97 FEET;

4) SOUTH 00°18'37" WEST 332.34 FEET;

THENCE THE FOLLOWING TWO (2) COURSES ALONG THE NORTH AND WEST BOUNDARY OF WEST POINT CITY BY ORDINANCE NO. 04-17-2007 RECORDED ENTRY NO. 2273093 ON MAY 23-2007, 1) NORTH 89°40'23" WEST 1360.88 FEET, TO THE CENTER LINE OF 5000 WEST STREET; THENCE SOUTH 00°27'34" WEST 384.54 FEET, ALONG SAID CENTER LINE, TO THE POINT OF BEGINNING. CONTAINING 264.84 ACRES, MORE OR LESS.

### 3. DESCRIPTION OF AFFECTED AREA

PARCEL ID: West Point Junior High Area

#### LEGAL DESCRIPTION:

BEGINNING AT A POINT ON THE SOUTHERLY LINE OF THE EXISTING NORTH DAVIS FIRE DISTRICT BOUNDARY, SAID POINT BEING 1325.58 FEET NORTH 89°44'58" WEST ALONG THE SECTION LINE TO A POINT ON THE WESTERLY LINE OF CRIDDLE

FARMS NORTH PHASE 2 SUBDIVISION EXTENDED NORTHERLY TO THE SECTION LINE, ON FILE AT THE OFFICE OF THE DAVIS COUNTY RECORDER IN BOOK 7514 AT PAGE 510, FROM THE NORTHEAST CORNER OF SECTION 7, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN AND RUNNING THENCE SOUTH  $00^{\circ}35'04''$  WEST 1160.12 FEET ALONG SAID WESTERLY LINE EXTENDED AND THE WESTERLY LINE OF CRIDDLE FARMS NORTH PHASE 4 SUBDIVISION, ON FILE AT THE OFFICE OF THE DAVIS COUNTY RECORDER IN BOOK 7720 AT PAGE 580, TO A POINT ON THE EXISTING NORTH DAVIS COUNTY FIRE DISTRICT LINE; THENCE ALONG SAID NORTH DAVIS COUNTY FIRE DISTRICT LINE THE FOLLOWING THREE (3) COURSES: 1) SOUTH  $89^{\circ}41'52''$  WEST 1325.91 FEET TO A POINT ON THE QUARTER SECTIN LINE; 2) NORTH  $00^{\circ}35'27''$  EAST 1172.92 FEET ALONG SAID QUARTER SECTION LINE TO THE NORTH QUARTER CORNER OF SAID SETION 7; 3) SOUTH  $89^{\circ}44'58''$  EAST 1325.64 FEET ALONG SAID SECTIN LINE TO THE POINT OF BEGINNING. CONTAINS 35.501 ACRES.

4910-3642-9690, v. 2

# CITY COUNCIL STAFF REPORT

**Subject:** Amendments to Commercial, Manufacturing and Professional Office Landscaping Standards  
**Author:** Bryn MacDonald  
**Department:** Community Development  
**Date:** December 16, 2025



## Background

On August 19, 2025, the City Council adopted landscaping amendments for residential development to comply with Weber Basin Water Conservancy District's water-efficiency requirements. Weber Basin requires cities to reduce turf and incorporate water-efficient irrigation standards into their development codes in order to become eligible for conservation programs. These requirements include limiting turf coverage, eliminating turf in narrow or nonfunctional landscape areas, and requiring the use of drip irrigation.

While the residential standards were updated to comply with these requirements, the commercial landscaping section was inadvertently overlooked. A redlined update to the code has been prepared and is attached for City Council consideration.

## Process

Amendments to Title 17 Land Use and Development Code are legislative actions. In legislative matters, the Planning Commission and City Council have broad discretion, provided it can be demonstrated that their action will promote or protect the overall welfare of the community. Any amendments to the code require a public hearing and recommendation from the Planning Commission, before a final decision is adopted by the City Council. The Planning Commission held a public hearing on November 13, 2025, and recommended approval of the commercial landscaping amendments. There were no citizen comments made during the public hearing.

The City Council must now have a public hearing and can approve, deny, or modify the text amendment.

## Analysis

Two sections of the West Point City Code require updates so that commercial and professional office developments follow the same turf-limitation standards that were recently applied to residential landscaping. These amendments ensure consistency throughout the development code and bring the remaining commercial sections into compliance with Weber Basin Water Conservancy District's water-efficiency requirements.

Section 17.60.140(C)(5), titled "Landscaping Standards," is part of the commercial regulations chapter of the code and applies to the Limited Commercial (L-C), Neighborhood Commercial (N-C), Community Commercial (C-C), and Regional Commercial (R-C) zoning districts. Subsection (a) contains the landscaping standards for commercial and manufacturing developments.

The current code states:

*“The developer shall landscape not less than 15 percent of the site including all required front, side and rear yards. Reuse and conversion of existing dwellings shall require that existing front yard landscaping be maintained, and all parking occurs to the rear or side of the home. The developer must provide an acceptable method of watering all plant materials, in accordance with an approved landscape plan. Such landscaping shall use plant materials appropriate for this area and emphasize trees and other larger ornamental plants.”*

The proposed amendment adds the following sentence to the end of the paragraph:

“A maximum of fifteen percent (15%) of the landscaped area for a new commercial or manufacturing development may be in turf grass, except additional turf grass may be used if placed in areas intended for active outdoor recreation.”

A similar change is also proposed for the Professional Office (P-O) zone. Section 17.60.130(C)(6) currently states:

*“All areas of lots in the P-O zone not approved for parking, building, or other hard surface shall be landscaped and properly maintained with grass, deciduous and evergreen trees, and other plant material in conjunction with a site plan or plat for the development. A minimum of one tree per 400 square feet, or part thereof, of required landscaped yard area is required in the P-O zone in addition to other trees required in this section.”*

The following sentence will be added to the end of that paragraph:

“A maximum of fifteen percent (15%) of the landscaped area for a new development may be in turf grass, except additional turf grass may be used if placed in areas intended for active outdoor recreation.”

This change establishes a turf limitation within commercial developments and clarifies that turf is only allowed when part of a functional recreation area. The intent of the amendment is to bring commercial landscaping requirements into alignment with the Weber Basin Water Conservancy District’s water-efficiency standards and with the residential landscaping changes adopted on August 19, 2025.

## **Recommendation**

This item is on for public hearing and decision. The Council can approve, deny, or modify the request.

The Planning Commission recommend approval of the proposed amendments to West Point City Code Sections 17.60.140(C)(5)(a) and 17.60.130(C)(6), which apply turf-limitation standards to commercial, manufacturing and professional office developments

**ORDINANCE NO. 12-16-2025D**

**AN ORDINANCE AMENDING WEST POINT CITY CODE  
SECTIONS 17.60.130 AND 17.60.140 REGARDING  
COMMERCIAL AND OFFICE LANDSCAPING  
REQUIREMENTS**

**WHEREAS**, the West Point City Council for and on behalf of West Point City, State of Utah (hereinafter referred to as the “City”) desires to amend section 17.60 regarding Commercial and Office Landscaping Standards; and

**WHEREAS**, a public hearing was duly held and the interested parties were given an opportunity to be heard; and

**WHEREAS**, the City Council has duly considered said amendments; and,

**WHEREAS**, the City Council, after due consideration of said amendments, has concluded that it is in the best interest of the City and the inhabitants thereof that said amendments be adopted;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT CITY, UTAH as follows:**

**SECTION ONE: ADOPTION OF NEW PROVISIONS**

Section 17.60.140 Limited Commercial (L-C), Neighborhood Commercial (N-C), Community Commercial (C-C), and Regional Commercial (R-C) Landscaping Requirements and Section 17.60.130 Professional Office (P-O) landscaping requirements of the West Point City Code are adopted to read as contained in Exhibit A, attached hereto and incorporated by this reference.

**SECTION TWO: ORDINANCES TO CONFORM WITH AMENDMENTS**

The West Point City Director of Community Development is hereby authorized and directed to make all necessary changes to the West Point City Code to bring the text into conformity with the changes adopted by this Ordinance.

**SECTION THREE: SEVERABILITY**

In the event that any provision of this Ordinance is declared invalid for any reason, the remaining provisions shall remain in effect.

**SECTION FOUR: EFFECTIVE DATE**

This Ordinance shall take effect immediately upon passage and adoption and publication of a summary as required by law.

**DATED this 16<sup>th</sup> day of December, 2025.**

WEST POINT CITY, a Municipal Corporation

By: \_\_\_\_\_  
Brian Vincent  
Mayor

ATTEST:

By: \_\_\_\_\_  
Casey Arnold  
City Recorder

## **EXHIBIT A**

### **17.60.130 Professional office zone (P-O).**

6. *Landscaping.* All areas of lots in the P-O zone not approved for parking, building, or other hard surface shall be landscaped and properly maintained with grass, deciduous and evergreen trees and other plant material in conjunction with a site plan or plat for the development, and a minimum of one tree per 400 square feet, or part thereof, of required landscaped yard areas is required in the P-O zone in addition to other trees required in this section. A maximum of fifteen percent (15%) of the landscaped area for a new professional office development may be in turf grass, except additional turf grass may be used if placed in areas intended for active outdoor recreation.

### **17.60.140 Limited commercial (L-C), neighborhood commercial (N-C), community commercial (C-C) and regional commercial zone (R-C).**

#### *5. Landscaping Standards.*

a. The developer shall landscape not less than 15 percent of the site including all required front, side and rear yards. Reuse and conversion of existing dwellings shall require that existing front yard landscaping be maintained, and all parking occurs to the rear or side of the home. The developer must provide an acceptable method of watering all plant materials, in accordance with an approved landscape plan. Such landscaping shall use plant materials appropriate for this area and emphasize trees and other larger ornamental plants. A maximum of fifteen percent (15%) of the landscaped area for a new commercial or manufacturing development may be in turf grass, except additional turf grass may be used if placed in areas intended for active outdoor recreation.

# CITY COUNCIL STAFF REPORT

**Subject:** Dahlia Estates Easement – West Davis Highway

**Author:** Boyd Davis

**Department:** Engineering

**Meeting Date:** December 16, 2025



## Background

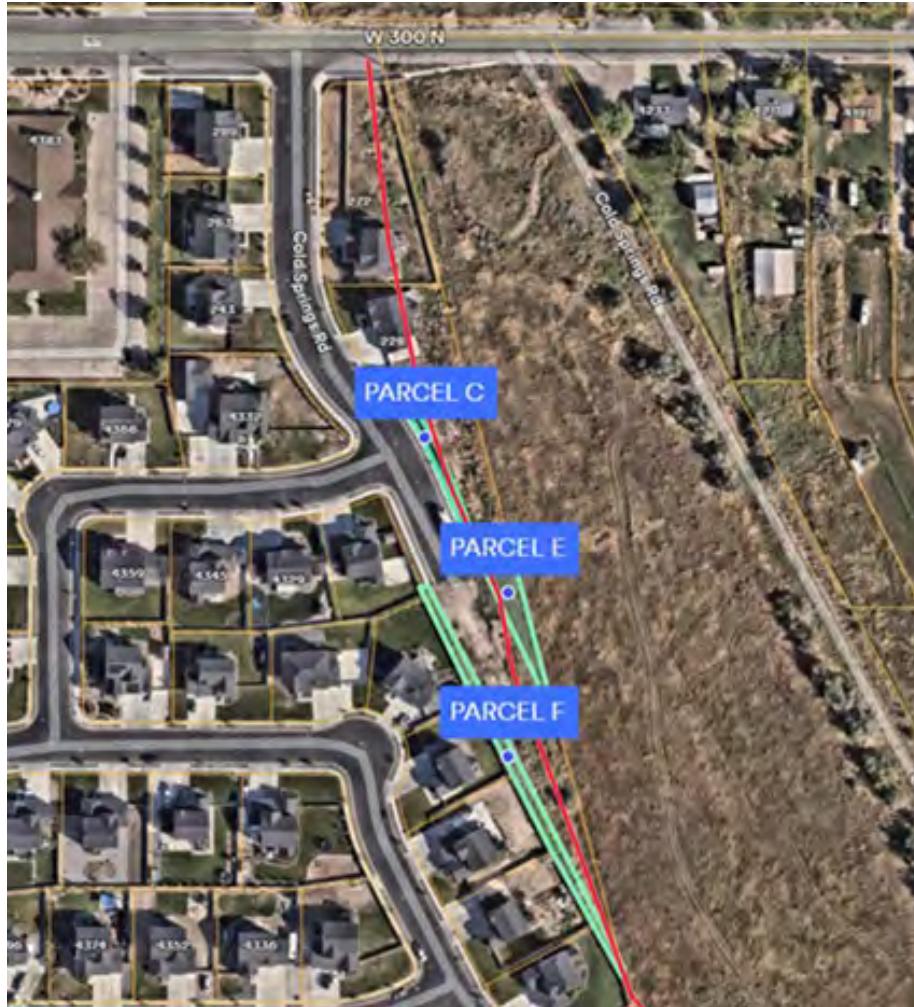
As part of the West Davis Highway (WDH) project, UDOT will be relocating the Hooper Irrigation Canal moving it to the west into Cold Springs Road. UDOT has been purchasing easements for the new location of the canal and one of the easements crosses the landscape buffer along Cold Springs Road within the Dahlia Estates Subdivision. The landscape buffer is owned by the Dahlia Estates Home Owner's Association and they have granted the easement. The City must also grant approval because the landscape buffer is a requirement of our code and the City has zoning authority over the property. Although the City is not granting the easement, UDOT is asking that the City approve and sign a "Notice of Approval of Local Government" acknowledging the City's consent for the HOA to grant the easement.

## Analysis

The relocation of the Hooper Irrigation Canal will cross two separate landscape buffers and one remainder parcel that is also owned by the HOA. These are designated as Parcel's C, E, & F on the plat of the Dahlia Estates Subdivision as shown below.

As stated above, the parcels are owned by the Home Owner's Association (HOA) that will be granting the easement, but the City must also give consent because the City has a zoning code that requires these parcels to be used solely for a landscape buffer that meets the standards established by the City. Parcel E will also require the City's consent because it was designated as open space owned by the HOA.

Parcels C & F are landscaped and have established trees. Parcel is a remainder parcel and has not been improved. After the installation of the irrigation pipeline, the landscape improvements will be restored, with exception of any trees that are located directly above the pipeline. The landscape buffers will continue to be maintained by the HOA as required in the code.



### **Recommendation**

Staff recommends the Council approve the “Notices of Approval of Local Government” by resolution.

### **Significant Impacts**

None

### **Attachments**

Resolution

Notices of Approval of Local Government

**RESOLUTION NO. 12-16-2025D**

**A RESOLUTION APPROVING A  
NOTICE OF APPROVAL OF LOCAL GOVERNMENT FOR  
TWO EASEMENTS FOR THE RELOCATION OF THE  
HOOPER IRRIGATION CANAL**

**WHEREAS**, the Utah Department of Transportation (UDOT) is preparing to construct the West Davis Highway which runs through West Point City (City); and

**WHEREAS**, UDOT will relocate the Hooper Irrigation Canal Pipeline as part of the highway project; and

**WHEREAS**, the Hooper Irrigation Canal pipeline will cross three parcels along Cold Springs Road that are owned by the Dahlia Estates Home Owner's Association (HOA) and said HOA is willing to grant an easement for the pipeline; and

**WHEREAS**, the City has established rules and regulations for the use of said parcels and must give consent for the grant of the easements; and

**WHEREAS**, a Notice of Approval of Local Government document has been prepared for each parcel and must be signed and accepted by the City.

**NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED**, by the City Council of West Point City as follows:

1. The City Council hereby approves the Notice of Approval of Local Government for parcel C, which is attached hereto and incorporated by this reference.
2. The City Council hereby approves the Notice of Approval of Local Government for parcel E, which is attached hereto and incorporated by this reference.
3. The City Council hereby approves the Notice of Approval of Local Government for parcel F, which is attached hereto and incorporated by this reference.
4. The Mayor is hereby authorized to sign and execute said documents.

**PASSED AND ADOPTED** this 16<sup>th</sup> Day of December, 2025.

**WEST POINT CITY,**  
A Municipal Corporation

By: \_\_\_\_\_  
Brian Vincent, Mayor

**ATTEST:**

\_\_\_\_\_  
Casey Arnold, City Recorder

## **Exhibit “A”**

### **Notice of Approval of Local Government**

**Pursuant to Utah Code 10-9a-606(5)(a)**

#### **Recitals**

- A. The Utah Department of Transportation intends to purchase the easement in favor of Hooper Irrigation Company hereinabove described (hereinafter, the “Easement”) incident to the creation of public right of way and installation of other improvements along West Davis Corridor (SR-177), known as project number S-R199(381).
- B. Said Easement is upon part of the common area which is delineated as Parcel F in Dahlia Estates Subdivision – Phase 2 according to the official plat thereof in the office of the Davis County Recorder, recorded as Entry No. 3410271, in Book 7825 at Page 906.
- C. Utah Code § 10-9a-606 permits the conveyance of common area to another person or entity upon approval of the local government.
- D. The Easement is located within the City of West Point limits, and the City of West Point has jurisdiction over zoning and development of the parcel upon which the Easement lies.

#### **Certification**

In consideration of the foregoing recitals, the undersigned executes this Notice of Approval for the grant of said Easement to Hooper Irrigation Company.

Pin No. 20927  
Project No. S-R199(381)  
Parcel No. R199:121:E

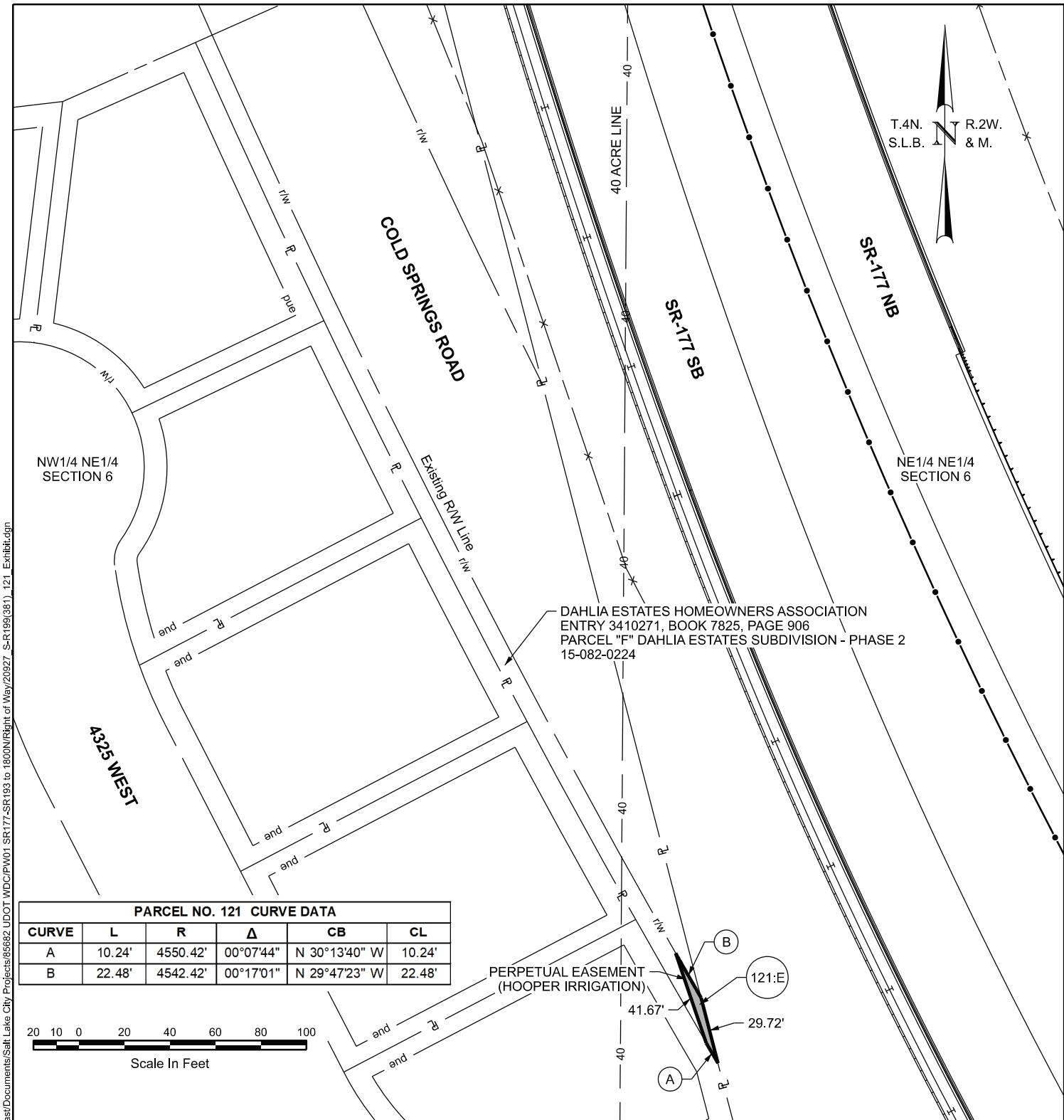
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**Print Name and Title**

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20\_\_\_\_, before me personally appeared \_\_\_\_\_, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me being duly sworn/affirmed, did say that he/she is the \_\_\_\_\_ of West Point City, a municipal corporation and political subdivision of the State of Utah and that said document was signed by him/her on behalf of said West Point City, a municipal corporation and political subdivision of the State of Utah by Authority of its

---

## Notary Public



THIS EXHIBIT IS INTENDED TO BE USED FOR ILLUSTRATIVE PURPOSES AND AS A NEGOTIATION TOOL FOR THE DEED IT IS ATTACHED TO ONLY. THIS EXHIBIT DOES NOT REPRESENT ANY FIELD SURVEY WORK OR THAT A RECORD OF SURVEY HAS BEEN FILED WITH THE RECORDER'S OR SURVEYOR'S OFFICE THAT THIS DOCUMENT IS OR MAY BE RECORDED IN.

PARCEL NO.	OWNER	SQ FT	ACRES	EXIST. R/W IN DEED SQ FT	OWNERSHIP SQ FT	REMAINING SQ FT LEFT	REMAINING SQ FT RIGHT
121:E	DAHLIA ESTATES HOMEOWNERS ASSOCIATION	130	0.003	NONE	3,915	PERPETUAL EASEMENT	

SHEET NO. 121-EXHIBIT		PARTIAL SUMMARY NO. 07P		PROPERTY OWNER: DAHLIA ESTATES HOMEOWNERS ASSOCIATION			
PROJECT	SR-177; SR-193 TO 1800 N		PROPERTY ADDRESS: NW1/4 OF THE NE1/4 AND THE NE1/4 OF THE NE1/4 OF SECTION 6, T4N, R2W, SLB&M WEST POINT, UT 84015				
PROJECT NUMBER	S-R199(381)	PIN	20927	UTAH DEPARTMENT OF TRANSPORTATION RIGHT OF WAY DESIGN			

## **Exhibit “A”**

### **Notice of Approval of Local Government**

**Pursuant to Utah Code 10-9a-606(5)(a)**

#### **Recitals**

- A. The Utah Department of Transportation intends to purchase the easement in favor of Hooper Irrigation Company hereinabove described (hereinafter, the “Easement”) incident to the creation of public right of way and installation of other improvements along West Davis Corridor (SR-177), known as project number S-R199(381).
- B. Said Easement is upon part of the common area which is delineated as Parcel C in Dahlia Estates Subdivision – Phase 1 according to the official plat thereof in the office of the Davis County Recorder, recorded as Entry No. 3410270, in Book 7825 at Page 904.
- C. Utah Code § 10-9a-606 permits the conveyance of common area to another person or entity upon approval of the local government.
- D. The Easement is located within the City of West Point limits, and the City of West Point has jurisdiction over zoning and development of the parcel upon which the Easement lies.

#### **Certification**

In consideration of the foregoing recitals, the undersigned executes this Notice of Approval for the grant of said Easement to Hooper Irrigation Company.

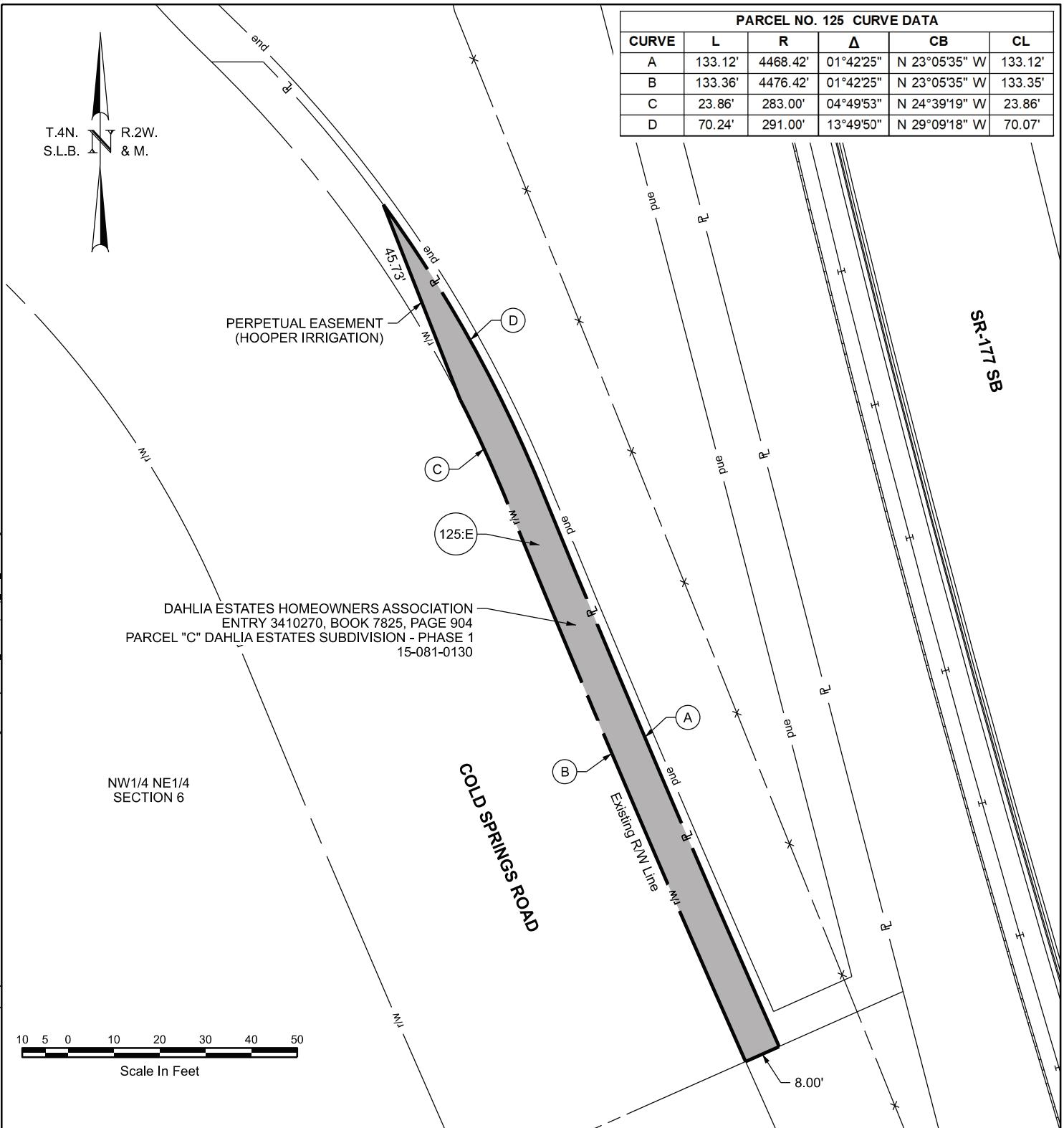
Pin No. 20927  
Project No. S-R199(381)  
Parcel No. R199:125:E

**Print Name and Title**

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20\_\_\_\_, before me personally appeared \_\_\_\_\_, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me being duly sworn/affirmed, did say that he/she is the \_\_\_\_\_ of West Point City, a municipal corporation and political subdivision of the State of Utah and that said document was signed by him/her on behalf of said West Point City, a municipal corporation and political subdivision of the State of Utah by Authority of its

## Notary Public

PARCEL NO. 125 CURVE DATA					
CURVE	L	R	$\Delta$	CB	CL
A	133.12'	4468.42'	01°42'25"	N 23°05'35" W	133.12'
B	133.36'	4476.42'	01°42'25"	N 23°05'35" W	133.35'
C	23.86'	283.00'	04°49'53"	N 24°39'19" W	23.86'
D	70.24'	291.00'	13°49'50"	N 29°09'18" W	70.07'



THIS EXHIBIT IS INTENDED TO BE USED FOR ILLUSTRATIVE PURPOSES AND AS A NEGOTIATION TOOL FOR THE DEED IT IS ATTACHED TO ONLY. THIS EXHIBIT DOES NOT REPRESENT ANY FIELD SURVEY WORK OR THAT A RECORD OF SURVEY HAS BEEN FILED WITH THE RECORDER'S OR SURVEYOR'S OFFICE THAT THIS DOCUMENT IS OR MAY BE RECORDED IN.

PARCEL NO.	OWNER	SQ FT	ACRES	EXIST. R/W IN DEED SQ FT	OWNERSHIP SQ FT	REMAINING SQ FT LEFT	REMAINING SQ FT RIGHT
125:E	DAHLIA ESTATES HOMEOWNERS ASSOCIATION	1,469	0.034	NONE	1,973		PERPETUAL EASEMENT

SHEET NO. 125-EXHIBIT		PARTIAL SUMMARY NO. 07P		PROPERTY OWNER:	DAHLIA ESTATES HOMEOWNERS ASSOCIATION			
PROJECT	SR-177; SR-193 TO 1800 N		PROPERTY ADDRESS:	NW1/4 NE1/4 SECTION 6, T4N, R2W, SLB&M WEST POINT, UT 84015				
PROJECT NUMBER	S-R199(381)		PIN	20927				

6-JUN-2025 UTAH DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY DESIGN

## **Exhibit “A”**

### **Notice of Approval of Local Government**

**Pursuant to Utah Code 10-9a-606(5)(a)**

#### **Recitals**

- A. The Utah Department of Transportation intends to purchase the parcel of land hereinabove described (hereinafter, the “Parcel”) incident to the creation of public right of way and installation of other improvements along West Davis Corridor (SR-177), known as project number S-R199(381).
- B. Said Parcel is part of the common area which is delineated as Parcel E in Dahlia Estates Subdivision – Phase 2 according to the official plat thereof in the office of the Davis County Recorder, recorded as Entry No. 3410271, in Book 7825 at Page 906.
- C. Utah Code § 10-9a-606 permits the conveyance of common area to another person or entity upon approval of the local government.
- D. The Parcel is located within the City of West Point limits, and the City of West Point has jurisdiction over zoning and development of the Parcel.

#### **Certification**

In consideration of the foregoing recitals, the undersigned executes this Notice of Approval for the conveyance of said Parcel to the Utah Department of Transportation.

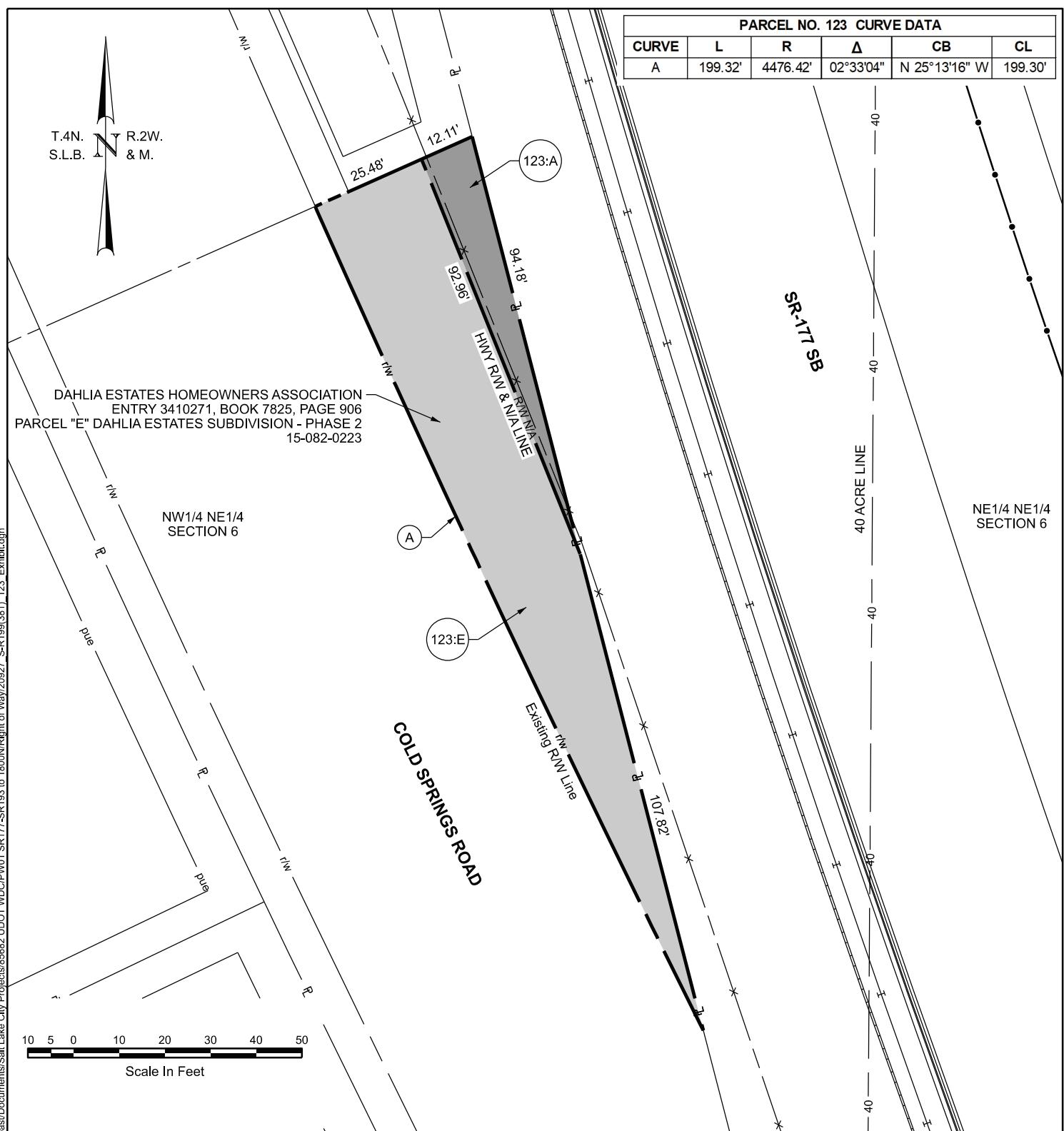
Pin No. 20927  
Project No. S-R199(381)  
Parcel No. R199:123:A

**Print Name and Title**

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20\_\_\_\_, before me personally appeared \_\_\_\_\_, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me being duly sworn/affirmed, did say that he/she is the \_\_\_\_\_ of West Point City, a municipal corporation and political subdivision of the State of Utah and that said document was signed by him/her on behalf of said West Point City, a municipal corporation and political subdivision of the State of Utah by Authority of its

## Notary Public

PARCEL NO. 123 CURVE DATA					
CURVE	L	R	$\Delta$	CB	CL
A	199.32'	4476.42'	02°33'04"	N 25°13'16" W	199.30'



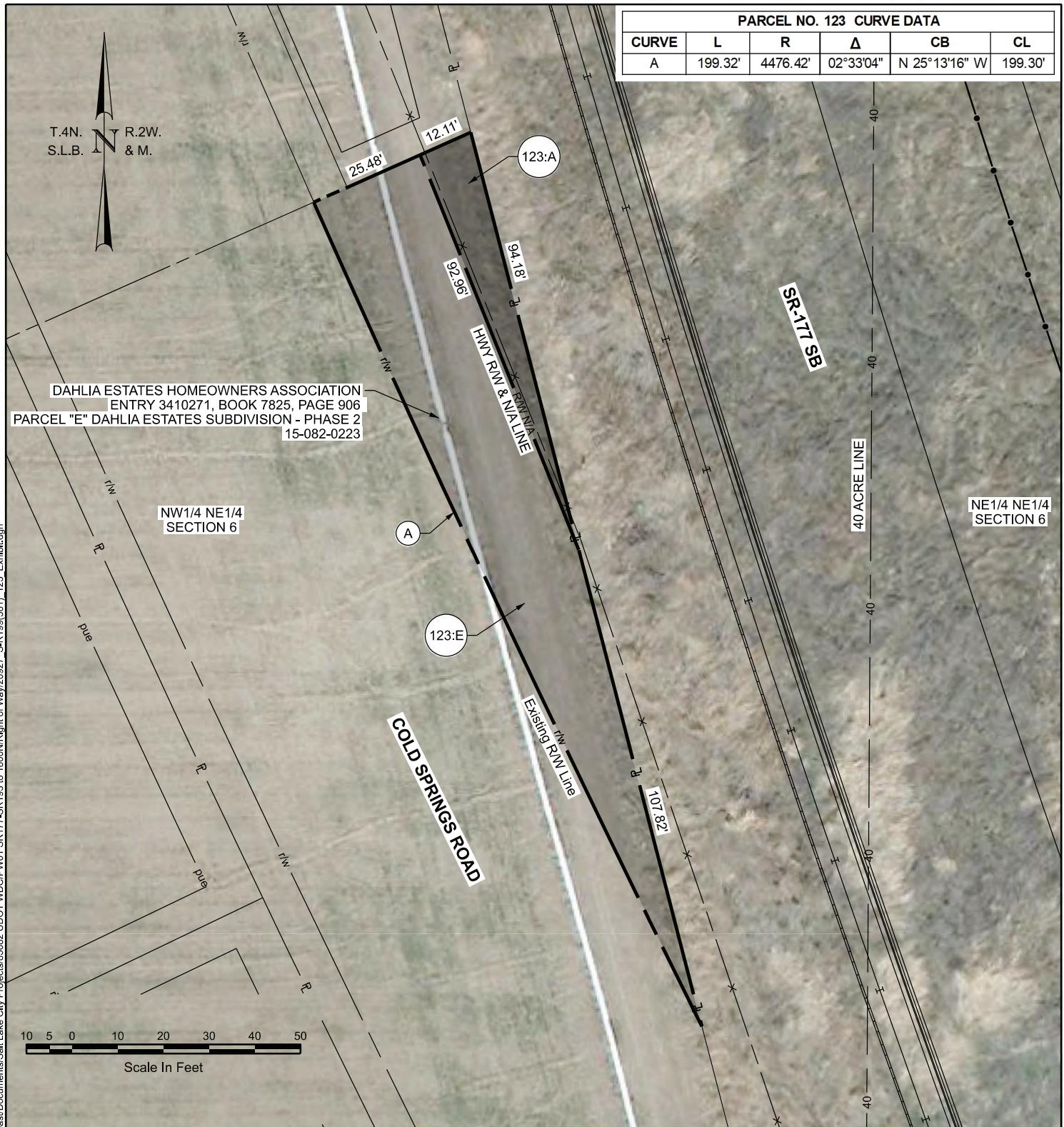
THIS EXHIBIT IS INTENDED TO BE USED FOR ILLUSTRATIVE PURPOSES AND AS A NEGOTIATION TOOL FOR THE DEED IT IS ATTACHED TO ONLY.  
THIS EXHIBIT DOES NOT REPRESENT ANY FIELD SURVEY WORK OR THAT A RECORD OF SURVEY HAS BEEN FILED WITH THE RECORDER'S OR  
SURVEYOR'S OFFICE THAT THIS DOCUMENT IS OR MAY BE RECORDED IN.

PARCEL NO.	OWNER	SQ FT	ACRES	EXIST. R/W IN DEED SQ FT	OWNERSHIP SQ FT	REMAINING SQ FT LEFT	REMAINING SQ FT RIGHT
123:A	DAHLIA ESTATES HOMEOWNERS ASSOCIATION	563	0.013	None	3,893	3,330	None
123:E		3,330	0.076	None	3,893	3,330	Perpetual Easement

SHEET NO. 123-EXHIBIT		PARTIAL SUMMARY NO. 07P		PROPERTY OWNER:	DAHLIA ESTATES HOMEOWNERS ASSOCIATION
PROJECT	SR-177; SR-193 TO 1800 N		PROPERTY ADDRESS:	NW1/4 NE1/4, SECTION 6, T4N, R2W, SLB&M WEST POINT, UT 84015	
PROJECT NUMBER	S-R199(381)		PIN	20927	

UTAH DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY DESIGN



THIS EXHIBIT IS INTENDED TO BE USED FOR ILLUSTRATIVE PURPOSES AND AS A NEGOTIATION TOOL FOR THE DEED IT IS ATTACHED TO ONLY. THIS EXHIBIT DOES NOT REPRESENT ANY FIELD SURVEY WORK OR THAT A RECORD OF SURVEY HAS BEEN FILED WITH THE RECORDER'S OR SURVEYOR'S OFFICE THAT THIS DOCUMENT IS OR MAY BE RECORDED IN.

PARCEL NO.	OWNER	SQ FT	ACRES	EXIST. R/W IN DEED SQ FT	OWNERSHIP SQ FT	REMAINING SQ FT LEFT	REMAINING SQ FT RIGHT
123:A	DAHLIA ESTATES HOMEOWNERS ASSOCIATION	563	0.013	NONE	3,893	3,330	NONE
123:E		3,330	0.076	NONE	3,893	PERPETUAL EASEMENT	

SHEET NO. 123-EXHIBIT		PARTIAL SUMMARY NO. 07P		PROPERTY OWNER:	DAHLIA ESTATES HOMEOWNERS ASSOCIATION
PROJECT	SR-177; SR-193 TO 1800 N			PROPERTY ADDRESS:	NW1/4 NE1/4, SECTION 6, T4N, R2W, SLB&M WEST POINT, UT 84015
				<b>UTAH DEPARTMENT OF TRANSPORTATION</b> <small>RIGHT OF WAY DESIGN</small>	
PROJECT NUMBER	S-R199(381)	PIN	20927		

# CITY COUNCIL STAFF REPORT

**Subject:** BOR Agreement – West Davis Highway  
**Author:** Boyd Davis  
**Department:** Engineering  
**Meeting Date:** December 16, 2025



## **Background**

As part of the West Davis Highway (WDH) project, UDOT will be relocating portions of the Emigrant Trail and installing other improvements within property owned by the U.S. Bureau of Reclamation (BOR). Some of those improvements will be owned and maintained by the City. A license agreement is required to install the improvements within the BOR property, which has been prepared and is ready for review by the City Council.

## **Analysis**

The attached document shows the location of the property and a list of improvements that will be installed. If approved, this agreement will allow the City to use the property for the stated purposes and grants access to the property for maintenance activities.

UDOT will pay for the installation of the improvements and will then turn them over to the City for ongoing maintenance.

## **Recommendation**

Staff recommends the Council approve the License Agreement by resolution.

## **Significant Impacts**

None

## **Attachments**

Resolution  
License Agreement

**RESOLUTION NO. 12-16-2025E**

**A RESOLUTION APPROVING A  
LICENSE AGREEMENT WITH THE  
U.S. BUREAU OF RECLAMATION**

**WHEREAS**, the Utah Department of Transportation (UDOT) is preparing to construct the West Davis Highway which runs through West Point City (City); and

**WHEREAS**, UDOT will construct a trail and install other improvements within property owned by the U.S. Bureau of Reclamation; and

**WHEREAS**, the trail and other improvements will be owned and maintained by West Point City; and

**WHEREAS**, a License Agreement document has been prepared and must be signed and accepted by the City.

**NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED**, by the City Council of West Point City as follows:

1. The City Council hereby approves the License Agreement, which is attached hereto and incorporated by this reference.
2. The Mayor is hereby authorized to sign and execute said documents.

**PASSED AND ADOPTED** this 16<sup>th</sup> Day of December, 2025.

**WEST POINT CITY,  
A Municipal Corporation**

By: \_\_\_\_\_  
Brian Vincent, Mayor

**ATTEST:**

---

Casey Arnold, City Recorder

UNITED STATES  
DEPARTMENT OF THE INTERIOR  
BUREAU OF RECLAMATION  
WEBER BASIN PROJECT  
LAYTON CANAL

LICENSE AGREEMENT  
BETWEEN THE  
UNITED STATES OF AMERICA  
AND  
WEST POINT CITY

THIS LICENSE AGREEMENT, made effective upon date of signature by the Authorized Officer of the Bureau of Reclamation (the "Effective Date"), in pursuance of the Act of Congress of June 17, 1902 (32 Stat. 388), and acts amendatory thereof or supplementary thereto, particularly the Reclamation Project Act of 1939 (53 Stat. 1187), between the UNITED STATES OF AMERICA, acting by and through the Bureau of Reclamation, Department of the Interior, hereinafter referred to as the "United States," represented by the officer executing this agreement, hereinafter referred to as the Contracting Officer, and the WEST POINT CITY, hereinafter referred to as the "Licensee,"

WITNESSETH THAT:

WHEREAS, the Licensee proposes to utilize, at its sole cost and expense, a portion of United States lands acquired for the Layton Canal as part of the Weber Basin Project, that portion hereinafter referred to as Project lands. For work that will facilitate the construction of the West Davis Corridor, also known as Phase 2 of HWY SR-177; and

WHEREAS, the granting of a License Agreement to utilize a portion of Project lands in the manner and at the location hereinafter described will not be incompatible with Project purposes; and

WHEREAS, this request is directly related to the Utah Department of Transportation (UDOT) West Davis Corridor (WDC) project, UDOT S-R199(381). Said project is to provide improved access to western Davis County and to alleviate traffic congestion long the Wasatch front within Davis County; and

NOW, THEREFORE, in consideration of the mutual agreements and covenants herein contained, the United States, to the extent of its interest in the Project Land, hereby grants to the Licensee, upon the terms hereinafter provided, a license for the following purposes and in the location described below:

1. PROJECT DETAILS:

A. PURPOSE: Licensee to construct, operate, and maintain an irrigation pipeline, drainage ditch(s), a catch basin, storm drain piping, relocation of the Emigrant Trail, and a yield sign, along the West Davis Corridor (SR-193 to 1800 N). These highway appurtenances to be installed within USA Bureau of Reclamation property owned in fee-title to contain the Layton Canal.

Drawings show the encroachment of the 54-inch HDPE Layton Canal at approximate pipeline Station 0+00 to 15+00, near 625 South 3525 West in West Point, Utah. (See Exhibit "B"). The encroachments approximate to the referenced station are as follows:

- UDOT\_SR177PH2\_01.01- 1.5" PVC irrigation mainline (104') pipe to be placed within a 4" PVC sleeve/conduit under trail.
- UDOT\_SR177PH2\_01.02- Emigrant Trail relocation (2,640 sq-ft)
- UDOT\_SR177PH2\_01.03- Ditch (100')
- UDOT\_SR177PH2\_01.04- Catch basin.
- UDOT\_SR177PH2\_01.05- 30-ft of 24-inch RCP drainage pipe (30')
- UDOT\_SR177PH2\_01.06- SR-193 trail connector (6,000 sq-ft) (Connector to SR-193)
- UDOT\_SR177PH2\_01.07- 23-ft of 12" RCP conduit (23') and (2) end sections
- UDOT\_SR177PH2\_01.08- Ditch (175')
- UDOT\_SR177PH2\_01.09- Yield Sign. (Spike Tubular Socket Base)

Clearance for all encroachments shown in drawings as more than 48-inches. If conditions change, the minimum clearance will be no less than 18-inches.

B. TERM: 50 years from the date hereof, and may be renewable for an additional 50 years.

C. location: The pipeline is protected by being in fee title property acquired for the Layton Canal and is described by Tract 145:TQ (UDOT) and Tract LC-72 (Fisher), also known as Davis County Parcel 12-039-0062, the location of which is in the NE 1/4 of the SW 1/4 of Section 5, Township 4 North, Range 2 West, Salt Lake Base and Meridian.

D. Plans, Drawings, and Maps: (Attached hereto and made a part hereof):  
EXHIBITS A and B.

E. Land Status: Fee Title.

2. The federal agency is the Department of Interior, Bureau of Reclamation, represented by the officer executing this Agreement, his duly appointed successor, or his duly authorized representative

3. The United States guidelines for agreeing to such encroachment upon the Project Lands and Easement of the United States are:

a. The Licensee or their contractor must notify the Weber Basin Water Conservancy District

(the “District”) no less than 48-hours in advance of the above-mentioned work so a District inspector may be present to monitor activities.

- b. Any operation and maintenance work done by the Licensee or its assignees pertaining to this crossing inside the property must be approved by the District in advance to coordinate necessary protection measures of the Layton Canal.
- c. The allowable period of construction to be at the sole discretion of the District. In no case, shall the duration of construction be permitted to hinder or impede operation or maintenance of the facility to be encroached.
- d. The District will extend professional courtesy to protect in place these encroachments. However, these licensed encroachments shall not increase the District’s cost to operate and maintain the encroached Bureau of Reclamation (BOR) facilities. It shall also be understood that if the District, within reason, needs to remove any of the improvements herein licensed in order to effectively operate or maintain (including repairing or replacing) any of the encroached BOR facilities, the District will only be responsible for replacement and repair of the subgrade materials. The Licensee will be responsible for replacing their licensed encroachments at no cost to the District.
- e. The Licensee, of their contractor must meet Reclamation’s Standard Protection Criteria and follow Bureau of Reclamation’s “Engineering and O&M Guidelines for Crossings”, a copy of which will be provided upon request or maybe acquired from Reclamation’s Web site at:  
<https://www.usbr.gov/pn/snakeriver/landuse/authorized/crossings.pdfShoring>

4. WORK SATISFACTORY. The Licensee shall perform all work under this License Agreement in accordance with the plans, drawings, and maps attached hereto and in a manner satisfactory to the United States and the District.

5. RIGHTS RESERVED. This License Agreement and all rights hereunder shall be held by the Licensee at all times subject to the rights of the United States. United States jurisdiction and supervision over the concerned lands are not surrendered or subordinated by issuance of this License Agreement. The United States reserves the right to issue additional licenses, rights-of-way, or permits for compatible uses of the lands involved in this License Agreement; provided, however, any such license, right-of-way, or permit shall be conditioned on such licensee, grantee, or permittee paying the Licensee’s expenses to relocate its facilities as may be required for such compatible use. There is also reserved the right of the United States, its officers, agents, employees, licensees, and permittees, at all proper times and places to have free ingress to, passage over, and egress from all of said lands for the purpose of exercising, enforcing, and protecting the rights reserved herein

6. HOLD HARMLESS.

a. In consideration of the United States agreeing to encroachment upon the Land Interests of the United States by the Licensee, the Licensee hereby agrees to indemnify and

hold the United States and WBWCD, their officers, agents, employees, and assigns harmless from any and all claims whatsoever for personal injuries or damages to property when such injuries or damages directly or indirectly arise out of the Licensee's work concerning the construction, maintenance, repair, use or the presence of the Project upon the Land Interests of the United States; provided, however, that nothing in this Project Agreement will be construed as releasing the United States from responsibility for its own negligence. Nothing herein will be deemed to increase the liability of the United States beyond the provisions of the Federal Tort Claims Act, Act of June 25, 1948, 62 Stat. 989 (28 U.S.C. §1346(b), 2671 et seq.) or other applicable law. Nothing in this Project Agreement will be construed as a waiver by the Licensee of the provisions of the Governmental Immunity Act of Utah (Utah Code Ann. §§ 63G-7-101 et seq.). The Licensee's obligation to indemnify will be limited to the negligence claims allowed by the Federal Tort Claims Act. The indemnification in this subparagraph will survive the expiration or termination of this Agreement.

b. In consideration of the United States agreeing to the Licensee encroaching upon the Land Interests of the United States, the Licensee agrees that the United States and WBWCD will not be responsible for any damage caused to the Project or related facilities of the Licensee, unless such damage is caused by the negligence of the United States or by its contractors, officers, agents, employees or assigns as determined under the provisions of the Federal Tort Claims Act. The Licensee hereby releases the United States and WBWCD, their officers, employees, agents, and assigns from liability for any and all loss or damage of every description or kind whatsoever which may result to the Licensee from the construction, operation, and maintenance of the Project upon Land Interests of the United States; provided that nothing in this Project Agreement will be construed as releasing the United States from liability for its own negligence as determined under the provisions of the Federal Tort Claims Act. The indemnification in this subparagraph will survive the expiration or termination of this Agreement.

7. RELEASE FROM LIABILITY. The Licensee hereby releases the United States, the District, and their officers, employees, agents, or assigns, from liability for any and all loss or damage of every description or kind whatsoever, which may result to the Licensee from the construction, operation, and maintenance of Project works upon said lands, provided that nothing in this License Agreement shall be construed as releasing the United States and the District from liability for their own negligence. Nothing herein shall be deemed to increase the liability of the United States beyond the provisions of the Federal Tort Claims Act, Act of June 25, 1948, 62 Stat. 989 (28U.S.C. § 1346 (b), 2671 et seq.) or other applicable law.

8. INTERFERENCE PROHIBITED. The Licensee shall use, occupy, and maintain said facilities with due care to avoid damage to Project Land or works or any interference in any way with the operation and maintenance of the same.

9. ASSIGNMENT OR TRANSFER. This License Agreement shall not be assigned or transferred by the Licensee without the prior written consent of the United States.

10. TERMINATION OF AGREEMENT: REVOCATION/TERMINATION: This Agreement may be revoked by the United States upon thirty (30) days written notice to the Licensee: (a) For nonuse of the project lands by Licensee for a period of two (2) continuous years;

or, (b) The United States determines that the Licensee's use of the land is no longer compatible with project purpose; or, (c) After failure of the Licensee to observe any of the conditions of this Agreement and on the tenth day following service of written notification on the Licensee of the termination because of failure to observe such conditions; or, (d) At the sole discretion of the United States.

11. SUCCESSORS IN INTEREST OBLIGATED. This License Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.

12. NO WARRANTY. The United States makes no warranty, expressed or implied, as to the extent or validity of the grant contained herein.

13. OFFICIALS NOT TO BENEFIT. No Member of or Delegate to Congress or Resident Commissioner shall be admitted to any share or part of this License Agreement or to any benefit that may arise here from, but this restriction shall not be construed to extend to this License Agreement if made with a corporation or company for its general benefit.

14. ENVIRONMENTAL COMPLIANCE. The Licensees agree to abide by all applicable Federal, State, and local laws and regulations pertaining to pollution control and environmental protection.

15. LANDSCAPE PRESERVATION AND NATURAL BEAUTY.

a. The Licensee shall exercise care to preserve the natural landscape and shall conduct its construction operations so as to prevent any unnecessary destruction, scarring, or defacing of the natural surroundings in the vicinity of the work. Except where clearing is required for permanent works, all trees, native shrubbery, and vegetation shall be preserved and shall be protected from damage which may be caused by the Licensee's construction operations and equipment. Movement of crews and equipment within the area described in Article 1.d hereof and over routes provided for access to the work shall be performed in a manner to prevent damage to grazing land, crops, or property.

b. Upon completion of the work, the construction site shall be smoothed and graded in a manner to conform to the natural topography of the landscape and shall be repaired, replanted, reseeded, or otherwise restored as directed by the Contracting Officer at the Licensee's expense.

16. EXTRAORDINARY MAINTENANCE OR REPAIR COSTS. The Licensee agrees that if the construction, reconstruction, maintenance, or repair of any or all Project structures and facilities located on such lands should be made more expensive by reason of the existence of improvements or works of the Licensee thereon, the Licensee will pay to the United States, the District, or their agents or assigns responsible for Project operation and maintenance, the full amount of such additional expense within 90 days of receipt of an itemized bill therefore.

17. SPECIAL PROVISIONS

a. The Licensee will coordinate all future construction, operation and maintenance activities with the United States and its agents and assigns before

work begins so that an Inspector may be present to coordinate protection measures for the Canal.

b. These licensed encroachments shall not increase the United States' and its agents and assigns cost to operate and maintain Project lands or facilities therein.

c. If the United States for itself and its agents and assigns need to remove any of the improvements herein licensed in order to effectively operate or maintain (including repairing or replacing) any of the encroached Project facilities, the Licensee will be responsible for replacing its licensed encroachments at the Licensee's own cost.

d. While within the Project lands the Licensee or their contractor shall follow the Reclamation's "Engineering and O&M Guidelines for Crossings".

#### Standard Special Provisions

e. Prior to the expiration of the term of this License Agreement, and upon application in writing by the Licensee and approval by the United States and the District, this License Agreement may be renewed for such period as the parties hereto may agree upon. If so renewed, the consideration to be paid for renewal will be determined by reappraisal by the United States. Furthermore, the renewed License Agreement will be subject to the regulations existing at the time of renewal and such other terms and conditions as may be deemed necessary by the United States and the District to protect the public interest or its projects.

f. The installation of the crossings shall take place as agreed upon in this agreement. The Licensee shall notify the United States at (801) 379-1000 and the District at (801) 771-1677 five (5) days in advance of its intent to commence any construction operations associated with rights herein granted.

g. Existing gravity drainage of the rights-of-way of the United States must be maintained. No new concentration of surface or subsurface drainage may be directed onto or under the United States rights-of-way without adequate provision for removal of drainage water or adequate protection of the United States rights-of-way.

h. During construction, operation, and maintenance, the Licensee shall be particularly alert to take all reasonable and necessary precautions to protect and preserve historic or prehistoric ruins and artifacts on or adjacent to the lands herein described. Should sites, ruins, or artifacts be discovered during these operations, the Licensee will immediately suspend work involving the area in question and advise the United States of suspected values. The Licensee shall promptly have the area inspected to determine significance of values and to consult with the United States on appropriate actions to follow (recovery, etc., and resumption of work). Cost of any recovery work shall be borne by the Licensee. The Licensee shall provide the United States with a copy of any cultural resources survey reports concerning sites located on the lands described herein and shall develop a mitigation plan acceptable to the Utah State Historic Preservation Officer (SHPO)

for those significant sites subject to an adverse impact. All objects of antiquity recovered from public lands are the property of the United States and shall be turned over to the Bureau of Reclamation. The Licensee is responsible for obtaining required Utah SHPO clearance for any additional survey and report completed.

i. Prior to construction of any structure that encroaches within the rights-of-way of the United States, an excavation must be made to determine the location of existing United States facilities. The excavation must be made by or in the presence of the District or the United States.

j. Any contractor or individual constructing improvements in, on, or along the rights-of-way of the United States must limit his construction to the encroachment structure previously approved and construct the improvements strictly in accordance with approved plans or specifications.

k. All United States land areas where soils and surface materials are disturbed through actions incident to construction, operation and maintenance shall be restored to their natural state insofar as practical by water barring, scarifying, leveling and reseeding, or by other practices as prescribed by the United States and to its satisfaction.

l. The Licensee shall restore any damaged or disturbed improvements such as fences, roads, watering facilities, etc., encountered during construction, maintenance, and operation. Functional use of these improvements must be maintained at all times.

m. Within sixty (60) days after conclusion of construction operations, all construction materials and related litter and debris, including vegetative cover accumulated through land clearing, shall be disposed of in an appropriate manner (State of Utah approved sanitary landfill).

n. The owner of newly constructed facilities that encroach on the rights-of-way of the United States shall notify the United States upon completion of construction and shall provide the United States with two copies of as-built drawings of actual improvements in, on, or along the rights-of-way.

o. Except in case of ordinary maintenance and emergency repairs, an owner of encroaching facilities shall give the District at least 10 days notice in writing before entering upon the rights-of-way of the United States for the purpose of reconstructing, repairing, or removing the encroaching pipeline or performing any work on or in connection with the operation of the encroaching pipeline.

p. If unusual conditions are proposed for the encroaching pipeline or unusual field conditions within the rights-of-way of the United States are encountered, the United States reserves the right to impose more stringent criteria than those prescribed herein.

q. All backfill material within the rights-of-way of the United States shall be compacted to 95 percent of maximum density unless otherwise shown.

Mechanical compaction shall not be allowed within 6 inches of Project works whenever possible. In no case will mechanical compaction using heavy equipment be allowed over Project works or within 18 inches horizontally of Project works.

r. The backfilling of any excavation or around any structure within the rights-of-way of the United States shall be compacted in layers not exceeding 6 inches thick to the following requirements: (1) cohesive soils to 90 percent maximum density specified by ASTM Part 19, D-698, method A; (2) noncohesive soils to 70 percent relative density specified by ANSI/ASTM Part 19, d-2049, par. 7.1.2, wet method.

s. Any nonmetallic encroaching pipeline below ground level shall be accompanied with warning tape with a metallic strip. Metal pipe shall also be accompanied with warning tape. All tape shall be located 12 inches above the pipeline and extend throughout all right-of-way.

t. No use of United States land or right-of-way shall be permitted that involves the storage of hazardous material.

u. Utility pipe crossing of Reclamation pipelines must be approved on an individual basis. Metal pipes which do not have a dielectric coating will require a polyethylene plastic wrap for corrosion protection of Reclamation pipeline by induced current from utility crossings.

IN WITNESS WHEREOF, the parties hereto have caused this License Agreement to be executed the day and year first above written.

UNITED STATES OF AMERICA

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Name: Rick Baxter  
Title: Area Manager

WEST POINT CITY

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Name: Brian Vincent  
Title: Mayor of West Point City

CONCUR:  
WEBER BASIN WATER CONSERVANCY DISTRICT

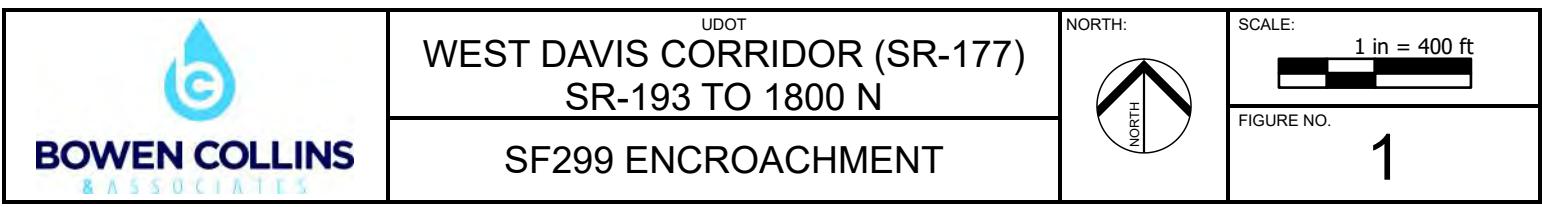
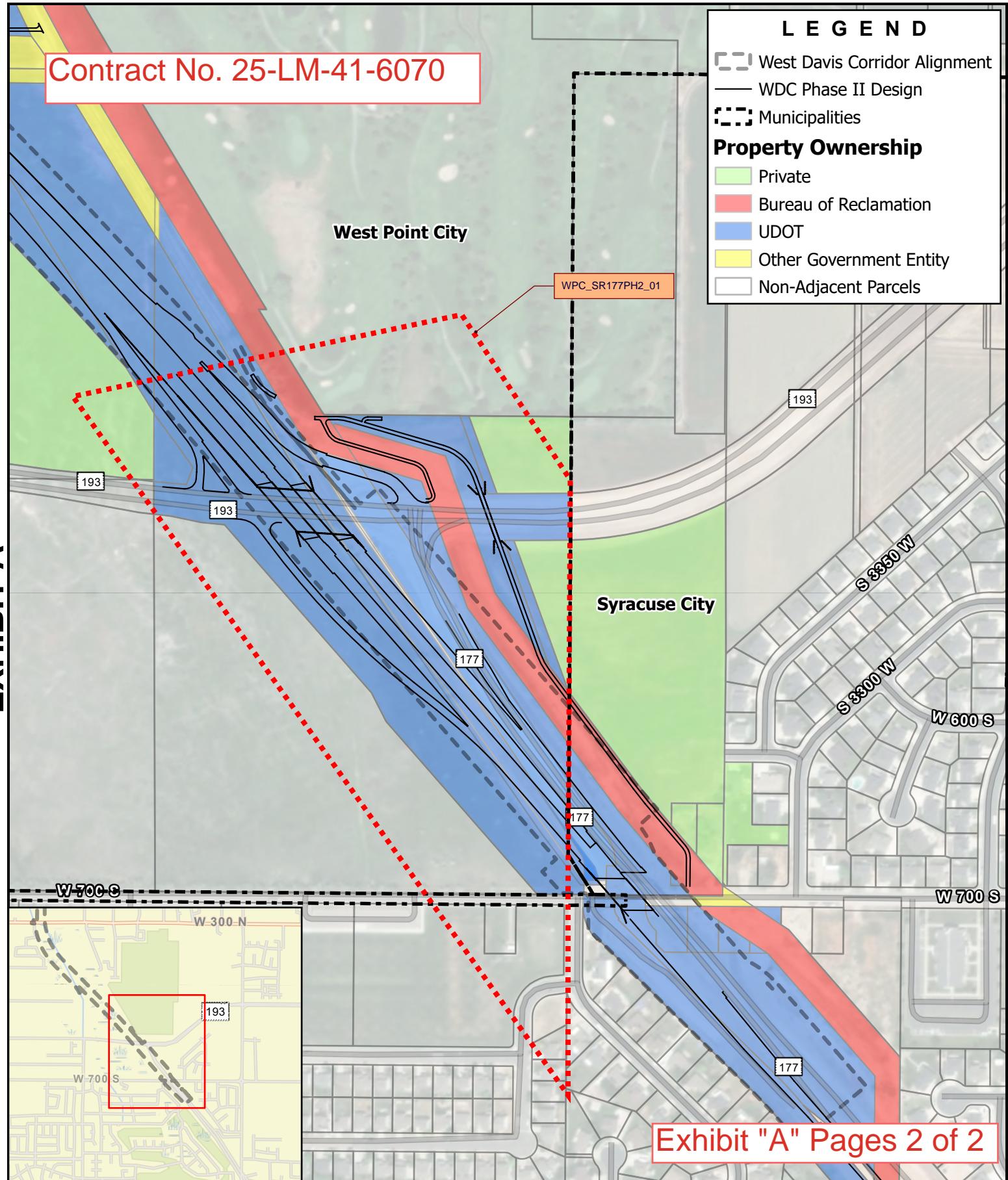
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Name: Scott Paxman  
Title: General Manager

Contract No. 25-LM-41-6070  
NE 1/4 of Section 5  
Township 4 North Range 2 West



Exhibit "A" Pages 1 of 2

**EXHIBIT A**

# CITY COUNCIL STAFF REPORT

**Subject:** Warranty – Harvest Fields Phases 8  
**Author:** Boyd Davis  
**Department:** Engineering  
**Meeting Date:** December 16, 2025



## Background

The Harvest Fields Subdivision is located at 1200 S 4500 W. Phase 8 was placed on warranty on November 19, 2024 and has completed the required one-year warranty period. The developer is requesting that it be removed from warranty.

## Analysis

An inspection of the improvements in the subdivision was done in anticipation of the end of the warranty period. A punch list of items that needed to be repaired/replaced before the end of the warranty period was given to the developer. All the items listed on the punch list have been completed.

## Recommendation

Staff recommends that the Harvest Fields Phase 8 be removed from warranty

## Significant Impacts

None

## Attachments

None

# CITY COUNCIL STAFF REPORT

**Subject:** Warranty – Craythorn Homestead 6  
**Author:** Boyd Davis  
**Department:** Engineering  
**Meeting Date:** December 16, 2025



## Background

The Craythorn Homestead Subdivision Phase 6 is located at 4250 W SR-193. The developer has completed all the required improvements, with exception of the sidewalk and slurry seal, and is now asking that the subdivision be placed on a one-year warranty.

## Analysis

The subdivision has been inspected to ensure all the required improvements have been completed and are in good condition prior to beginning the warranty period. The subdivision will be placed on a one-year warranty as required by the State Code. The required guarantee amount will be retained in escrow for the duration of the warranty period.

## Recommendation

It is recommended that the City Council place the Craythorn Homestead Subdivision Phase 6 on a one-year warranty.

## Significant Impacts

None

## Attachments

None