

SOUTH WEBER CITY COUNCIL AGENDA

PUBLIC NOTICE is hereby given that the City Council of SOUTH WEBER CITY, Davis County, Utah, will meet in a regular public meeting on **TUESDAY, 8 MARCH 2016** at the City Council Chambers located at **1600 E. South Weber Dr., commencing at 6:00 p.m.**

Public Hearing and/or Public Comments (No Vote Needed) Rules: (1) Please Speak Only Once (Maximum of 3 Minutes); (2) Please Speak in a Courteous and Professional Manner; (3) Do Not Speak to Specific Member(s) of the City Council, Staff, or Public. Please Speak to the Mayor or to the Council as a Group; (4) Please Present Possible Solutions for All Problems Identified; (5) No Decision May Be Made During this Meeting if the Item Is Not Specifically on the Agenda; and (6) Comments Must be Made in Person.

PUBLIC WORK MEETING:

5:30 p.m.

COUNCIL MEETING:

6:00 p.m.

PLEDGE OF ALLEGIANCE – Council Member Hyer

PRAYER - Council Member Sjoblom

APPROVAL OF AGENDA

DECLARATION OF CONFLICT OF INTEREST

1. **CONSENT AGENDA:** (These items are considered by the City Council to be routine and will be approved by a single motion)
 - ◆ Approval of February 23, 2016 City Council Work Meeting Minutes
 - ◆ Approval of February 23, 2016 City Council Meeting Minutes
 - ◆ February 2016 Check Register
 - ◆ Resolution 16-12 Appointment of City Manager
 - ◆ Resolution 16-13 Appointment of City Recorder

6:10 p.m.

2. **PUBLIC HEARING and ACTION ON:**
 - a. Ordinance 16-04: Amendment to the South Weber City Code, Sec. 10.01.100, Definitions (Yard, Rear)

6:20 p.m.

3. **APPROVALS:**
 - a. Resolution 16-14: Final Plat for Valley Flats Subdivision (8 lots) located at approx. 7500 S. 1900 E. (Parcels 13-033-0060, 13-033-0061, & 13-033-0064), 3.2 acres; Developer: Taska Capital IV, LLC
 - b. Resolution 16-11: Approval of Procurement Policy Amendments
 - c. Motion to approve services of Grant Writer Francie Meacham

7:10 p.m.

3. **DISCUSSION (and possible action on):**
 - a. Replacement of City Hall Sign

7:20 p.m.

4. **CITY COUNCIL REPORT(S) ON DESIGNATED RESPONSIBILITIES**
(TOPICS OF DISCUSSION NOT ON THIS AGENDA SHALL BE PLACED ON A SUBSEQUENT AGENDA: SWC Rules of Order and Procedure Rule III-7 & 8)

8:00 p.m.

5. **PUBLIC COMMENT** Keep public comments to 3 minutes or less per person (no action to be taken: SWC Rules of Order and Procedure Rule III-6 & 7)

8:15 p.m.

6. **ADJOURN**

THE UNDERSIGNED DULY APPOINTED CITY RECORDER FOR THE MUNICIPALITY OF SOUTH WEBER CITY HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS MAILED, EMAILED, FAXED OR POSTED TO:

CITY OFFICE BUILDING
CITY WEBSITE www.southwebercity.com

EACH MEMBER OF THE GOVERNING BODY
THOSE LISTED ON THE AGENDA

UTAH PUBLIC NOTICE WEBSITE www.pmn.utah.gov

DATE: March 3, 2016

INTERIM CITY RECORDER: Elyse Greiner

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, INDIVIDUALS NEEDING SPECIAL ACCOMMODATIONS DURING THIS MEETING SHOULD NOTIFY SOUTH WEBER CITY, 1600 EAST SOUTH WEBER DRIVE, SOUTH WEBER, UTAH 84405 (801-479-3177)

Agenda times are approximate and may be moved in order, sequence and time to meet the needs of the Council

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 23 February 2016

TIME COMMENCED: 6:06 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Kent Hyer (attendance via electronic communication)
Marlene Poore
Merv Taylor
Jo Sjoblom

CITY RECORDER:

Tom Smith

CITY ATTORNEY:

Doug Ahlstrom

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Brandon Tate, Andrew Tate, Parker Weaver, Billy Weaver, Darrell Ross, Ryan Dickson, Bryson Durrant, Jason McRoberts, Ethan McRoberts, Tate McRoberts, Hyrum Gobble, and Michael Pearce.

Mayor Long called the meeting to order and welcomed those in attendance including Troop #734, #733, and #834.

PLEDGE OF ALLEGIANCE: Mayor Long

PRAYER: Council Member Taylor

AGENDA: Council Member Sjoblom moved to approve the agenda as written. Council Member Casas seconded the motion. The Council voted all in favor. The motion carried.

CONFLICT OF INTEREST: None

CONSENT AGENDA:

- Approval of February 9, 2016 City Council Work Meeting Minutes
- Approval of February 9, 2016 City Council Meeting Minutes
- Approval of February 16, 2016 City Council Work Meeting Minutes
- January 2016 Budget to Actual

Council Member Taylor moved to approve the consent agenda. Council Member Sjoblom seconded the motion. Tom called for a roll call vote. Council Members Casas, Hyer, Poore, Taylor, and Sjoblom voted yes. The motion carried.

DISCUSSION and action on:**Identify potential amendments to the South Weber City Procurement Policy, to include:**

- **Purchasing Thresholds**
- **Purchasing of Large Equipment**
- **Identifying other items of concern for the policy**

Tom Smith, City Recorder, said the Council has requested improvements and amendments to the City's procurement policy. Council Member Poore discussed Section I concerning approval in which she would like to delete "City Manager" and add "City Council". She discussed taking out the heading of "Approval" in Section V. Council Member Poore asked why the Council is excluded from reviewing informal bids. She is concerned that just because the money is available in the budget, department heads make purchases without the Council's approval. Council Member Casas feels the department heads need to have discretion. He feels the threshold should be anything over \$5,000 comes to Council and anything below doesn't. He said sometimes we don't agree with a purchase but we have to trust the staff. Council Member Hyer feels most of the recent issues, in terms of judgment to make purchases, has been a concern to the Council. Council Member Casas said a policy has been changed on a temporary basis for a specific department to the \$1,000 level. Council Member Poore would like to leave the informal bidding from \$2,500 to \$24,999 for equipment and projects. She would like the Council to be able to review anything that falls under the informal bidding process criteria. Council Member Taylor agreed. Council Member Poore would like to add a definition for "exceptions". She discussed exceptions being work stoppage, monetary limitations, etc. Council Member Casas suggested the threshold being \$25,000 for exceptions. Tom said sometimes situations are time sensitive. Council Member Hyer would be in favor of a percentage of the project versus \$25,000. Tom doesn't have a problem with notifying the Council to let them know where money is being spent. He said a weekly memo will help. Council Member Hyer feels comfortable with that. Council Member Casas agreed. He wants to make sure the City Manager is comfortable and isn't judged after a decision is made. Council Member Casas proposed if the change order is under \$25,000 and the project is deviating more than 20% then it should come before the Council. Council Member Hyer agrees with that. Tom said he will put together a draft for the Council to review and adopt a resolution. Mayor Long would like to change under Section XIII concerning ethics, strike out "to be approved by City Manager". Council Member Casas disagreed. Doug Ahlstrom said you have a policy regarding City equipment, but this section is concerning purchases of supplies. Tom recommended concerning section X petty cash. He proposed raising the amount to \$300. The Council agreed. Tom recommended Section XI concerning credit cards, include all purchases will have a receipt. The Council agreed.

Code Enforcement Level of Service, to include:

- **Proactive vs. Reactive Code Enforcement**
- **Policy Options for Funding Proactive Code Enforcement**
- **Code Enforcement Policy including resource allocation**

Tom said in his opinion there are three types of code enforcement to include: safety, beautification, and "my neighbor said" issues. Council Member Taylor feels the City needs to be proactive instead of waiting for someone to contact the City. Council Member Casas would like to see the City being proactive versus reactive. Council Member Poore discussed a resource table that was given to the Council concerning full time employees. She suggested contracting

out commercial building inspections so that the Public Works Director can do code enforcement. She said because right now 30% of the Public Works Director's time is spent on commercial building inspections. Council Member Casas agrees. Council Member Hyer recommended someone else on the staff do that instead of the Public Works Director, who should be managing his employees. Tom said keep in mind code enforcement needs to be separate from the Public Works Department. He said Mark Johnson just recently left, so he would suggest creating a part time job for code enforcement. Tom said the Council will need to lift the freeze on hiring, if they want to look at creating this job. Council Member Taylor will work with Tom on this item. Council Member Casas asked how this will be funded. Tom said you would take the money allocated for the full time employee and reduce it to a part time employee in the Public Works Department.

CITY COUNCIL ITEMS:

Council Member Casas:

Nix Construction: Council Member Casas met with Stephanie Nix, of Nix Construction Company. He discussed Owen and Marie Cash's complaints with her. He thanked Doug Ahlstrom for his information concerning the situation. Council Member Casas said Nix Construction is interested in moving somewhere else in the City. He said Stephanie mentioned using the existing property for residential development.

Council Member Hyer:

Recreation Meeting: Council Member Hyer and Council Member Sjoblom met with Curtis. He will look at ways in which he can cut his budget. He reported that the recreation programs are pretty much self sustaining.

Council Member Sjoblom:

Pipe Line Safety: She recently attended a meeting on pipe line safety.

Welcome Sign at Entrance of City: She is currently working on the City's welcome sign at the entrance to the City. She stated Carl Bastian is willing to do the rock work, Rod Westbroek will be the contractor, and Nate Reeve is offering his engineering services. They have met with the owner of the property, who is willing to work with them as well.

Council Member Taylor:

City Sign: Council Member Taylor requested looking into a new sign for the City Office. Council Member Hyer suggested removing the current sign before it hurts someone.

Grant Writer: He did check into a grant writer and found out he doesn't do writing for municipalities.

MAYOR'S ITEMS:

Cog Meeting: She attended the COG meeting and was given discounts for prescriptions.

Mosquito Abatement Seminar: She recently attended a seminar in which the hot topic is the Zika Virus. She reported they are developing a drone for mosquito abatement.

Wasatch Front Regional Council: They will be looking at cities our size for grants that made need less than 50/50 match.

CITY RECORDER ITEMS:

City Engineer Projects: Tom gave the Council a memo of 22 February 2016 from Brandon Jones concerning City projects and timelines.

Sewer Repairs: Tom has a memo concerning sewer repairs involving Peeks, Kaps, Cooks, and Watts.

Code Section regarding City Manager. He has a redlined document for the Councils review.

Council Member Sjoblom go into closed session as per CLOSED SESSION- as per UCA § Section 52-4-205(1) (a): Discussion of the character, professional competence, or physical, or mental health of an individual at 7:28 p.m. Council Member Poore seconded the motion. Tom called for a roll call vote. Council Members Hyer, Poore, Sjoblom, and Taylor voted yes. Council Member Casas voted no. The motion carried 4 to 1.

Council Member???????????? moved to adjourn the meeting at ????? p.m. Council ??????? Member???????????? seconded the motion. Council Members Casas, Hyer, Poore, Sjoblom, and Taylor voted yes. The motion carried.

APPROVED: _____ Date
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____
City Recorder: Tom Smith

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 23 February 2016

TIME COMMENCED: 5:30 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas

Kent Hyer (attendance via electronic communication)

Marlene Poore

Merv Taylor

Jo Sjoblom

CITY TREASURER:

Paul Laprevote

CITY ATTORNEY:

Doug Ahlstrom

CITY RECORDER:

Tom Smith

Transcriber: Minutes transcribed by **Michelle Clark**

VISITORS:

CONSENT AGENDA:

- **Approval of February 9, 2016 City Council Work Meeting Minutes**
- **Approval of February 9, 2016 City Council Meeting Minutes**
- **Approval of February 16, 2016 City Council Work Meeting Minutes**
- **January 2016 Budget to Actual**

Mayor Long asked if there were any questions with the consent agenda. Council Member Casas is concerned about some of the benefit areas sky rocketing. He said we may need to look at adjusting the next budget. He said workman's compensation is at 100% or above. Tom said the City hasn't had a single claim; in fact, the premium dropped because there hasn't been a claim. Paul Laprevote said Mark McRae will have a better idea of what is going on. Council Member Poore said there is only approximately \$50,000 left in capital projects. Tom said he will look into that. Council Member Poore and Casas pointed out that the snow plow purchase of approximately \$141,000 went on this year's budget and should have gone on last year's budget. Tom said there are some items that are not going to be expensed.

DISCUSSION and action on:

Identify potential amendments to the South Weber City Procurement Policy, to include:

- **Purchasing Thresholds**
- **Purchasing of Large Equipment**
- **Identifying other items of concern for the policy**

Council Member Poore said she went through and made notes on items she would like to look at. She then passed out a copy of the procurement policy with her redline items that she would like to see changed. Tom said he doesn't have a problem with the change to the first paragraph removing "City Manager" and adding "Council". Discussion took place regarding Section V item #2 concerning who approves items above \$500 for budgeted items. The Council discussed Section V item #2 concerning who approves items less than \$5,000 that are not budgeted for. Council Member Poore discussed the recent purchase of tires by the Public Works Director for the leased trucks at approximately \$1,300 per truck. She is concerned because the lease agreement on the trucks expire the end of October 2016 and the vehicles are not that old. Council Member Hyer feels there should be some kind of threshold established (for example, \$5,000). As far as emergency, he feels the Council needs to receive a heads up from the City Manager in his weekly report. Council Member Hyer feels communication will alleviate some of the questions with the budget to actual. He doesn't think because funding is in the budget (items over \$5,000) a department should be able to purchase whatever they want. Council Member Casas feels comfortable with the \$5,000. He doesn't feel it would be good to micro manage below \$5,000. Tom reminded everyone that this doesn't relate to only the Public Works Department. Council Member Sjoblom understood Mark Larsen was only authorized to purchase below \$1,000 without approval.

Code Enforcement Level of Service, to include: (No discussion on this item)

- **Proactive vs. Reactive Code Enforcement**
- **Policy Options for Funding Proactive Code Enforcement**
- **Code Enforcement Policy including resource allocation**

Adjourned at 6:00 p.m.

APPROVED: _____ **Date**
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____
City Recorder: Tom Smith

Report Criteria:

Report type: GL detail

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
02/18/16	35236	Ace Recycling & Disposal	01/31/16	Recycle Bin Service	1043610	45.00
	Total 35236:					45.00
02/25/16	35250	ADMIN OFFICE OF THE COURTS	02/19/16	Laurie Sorensen Court Clerks Spring Conf. 02/1	1041230	75.00
	Total 35250:					75.00
02/04/16	35170	Ahlstrom, Douglas J.	01/29/16	City Attorney Services - Jan. 2016	1043313	3,000.00
	Total 35170:					3,000.00
02/18/16	35237	ALLRED, CHRISTOPHER F	02/04/16	Prosecution Services - Jan. 2016	1042313	500.00
	Total 35237:					500.00
02/11/16	35205	Ashton, Dawson	02/09/16	Referee- Basketball	2071340	39.50
	Total 35205:					39.50
02/11/16	35206	Auger, Jaden	02/09/16	Ref - Basketball	2071340	137.00
	Total 35206:					137.00
02/04/16	35171	Blomquist Hale Consulting Inc.	02/01/16	EAP SERVICE Febuary 2016	1043135	130.00
	Total 35171:					130.00
02/04/16	35172	BLUE STAKES OF UTAH	01/31/16	Blue Stakes - Jan. 2016	5140250	65.17
	Total 35172:					65.17
02/25/16	35251	Brian Brower	02/23/16	Judge Pro Tempore for Feb. 18, 2016	1042313	75.00
	Total 35251:					75.00
02/11/16	35207	BROWN, KAYD	02/09/16	Referee - Basketball	2071340	30.00
	Total 35207:					30.00
02/25/16	35252	BROWN, KAYD	02/23/16	Referee - Basketball 14 Games	2071340	105.00
	Total 35252:					105.00
02/25/16	35253	BSN Sports LLC	02/04/16	Rotating Straight Bar	2071610	20.99
02/25/16	35253	BSN Sports LLC	02/11/16	Bulldog Poly Balls	2071610	36.98
	Total 35253:					57.97
02/25/16	35254	CALL, SARAH	02/23/16	ZUMBA INSTRUCTION	2071340	150.00
	Total 35254:					150.00
02/11/16	35208	CENTRAL WEBER SEWER IMPR DIST	02/04/16	Quarterly Sewer Report - 2016	5240491	103,789.00

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
Total 35208:						103,789.00
02/04/16	35173	CENTURY EQUIPMENT COMPANY	01/28/16	Parts for Snow Plow	1060250	488.28
Total 35173:						488.28
02/18/16	35238	CENTURY EQUIPMENT COMPANY	02/10/16	Rpair and part for Pressure Washer	1060260	60.39
Total 35238:						60.39
02/25/16	35255	CENTURYLINK	02/10/16	Water DATA LINE	5140490	100.10
Total 35255:						100.10
02/11/16	35209	Christensen, Megan	02/09/16	Basketball Ref	2071340	69.40
Total 35209:						69.40
02/25/16	35256	Christensen, Megan	02/23/16	Basketball Ref	2071340	63.75
Total 35256:						63.75
02/04/16	35174	CINTAS CORPORATION	12/07/15	FIRST AIDE STATIONS - SHOP	1060260	124.75
02/04/16	35174	CINTAS CORPORATION	01/29/16	FIRST AIDE STATIONS - SHOP	1060260	92.92
Total 35174:						217.67
02/25/16	35257	CINTAS CORPORATION	02/22/16	FIRST AIDE STATIONS - Rec. Center	2071610	5.47
02/25/16	35257	CINTAS CORPORATION	02/22/16	Lithium Batteries	2071610	12.95
Total 35257:						18.42
02/18/16	35239	CINTAS CORPORATION LOC180	01/27/16	MATS/TOWELS	1043262	23.16
02/18/16	35239	CINTAS CORPORATION LOC180	01/27/16	UNIFORMS CLEANED	5240140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	01/27/16	UNIFORMS CLEANED	5140140	20.00
02/18/16	35239	CINTAS CORPORATION LOC180	01/27/16	UNIFORMS CLEANED	5440140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	01/27/16	UNIFORMS CLEANED	1060140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	01/27/16	UNIFORMS CLEANED	5340140	19.76
02/18/16	35239	CINTAS CORPORATION LOC180	02/03/16	MATS/TOWELS	1043262	23.16
02/18/16	35239	CINTAS CORPORATION LOC180	02/03/16	UNIFORMS CLEANED	5240140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	02/03/16	UNIFORMS CLEANED	5140140	20.00
02/18/16	35239	CINTAS CORPORATION LOC180	02/03/16	UNIFORMS CLEANED	5440140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	02/03/16	UNIFORMS CLEANED	1060140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	02/03/16	UNIFORMS CLEANED	5340140	19.76
02/18/16	35239	CINTAS CORPORATION LOC180	02/10/16	MATS/TOWELS	1043262	23.16
02/18/16	35239	CINTAS CORPORATION LOC180	02/10/16	UNIFORMS CLEANED	5240140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	02/10/16	UNIFORMS CLEANED	5140140	20.00
02/18/16	35239	CINTAS CORPORATION LOC180	02/10/16	UNIFORMS CLEANED	5440140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	02/10/16	UNIFORMS CLEANED	1060140	9.87
02/18/16	35239	CINTAS CORPORATION LOC180	02/10/16	UNIFORMS CLEANED	5340140	19.76
Total 35239:						277.59
02/11/16	35210	Compass Minerals America	02/01/16	Salt for Roads	1061411	793.14
02/11/16	35210	Compass Minerals America	02/02/16	Salt for Roads	1061411	1,594.23
02/11/16	35210	Compass Minerals America	02/03/16	Salt for Roads	1061411	1,528.22

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
Total 35210:						3,915.59
02/11/16	35211	Cummins, Skyler	02/09/16	Referee - Basketball	2071340	33.75
Total 35211:						33.75
02/25/16	35258	D R Horton, Inc	02/22/16	Over payment on account #1293000	0111750	53.34
02/25/16	35258	D R Horton, Inc	02/23/16	Over payment on account #12915000	0111750	20.48
Total 35258:						73.82
02/04/16	35175	DAVIS COUNTY GOVERNMENT	01/27/16	LAW ENFORCEMENT - Jan. 2016	1054310	10,725.92
Total 35175:						10,725.92
02/11/16	35212	DAVIS COUNTY GOVERNMENT	02/04/16	BAILIFF DUTIES - Jan. 2016	1042317	300.00
Total 35212:						300.00
02/25/16	35259	DE LAGE LANDEN	02/20/16	COPIER MAINT AGREEMENT - SHARP	1042240	23.94
02/25/16	35259	DE LAGE LANDEN	02/20/16	COPIER MAINT AGREEMENT - SHARP	1043240	55.86
02/25/16	35259	DE LAGE LANDEN	02/20/16	COPIER MAINT AGREEMENT - SHARP	5140240	39.90
02/25/16	35259	DE LAGE LANDEN	02/20/16	COPIER MAINT AGREEMENT - SHARP	5240240	39.90
Total 35259:						159.60
02/04/16	35176	DENNIS WATERS CONSTRUCTION	02/01/16	COMPLETION BOND Refund request - #SWC1	4521350	500.00
Total 35176:						500.00
02/04/16	35177	DMW RECORDER'S ASSOCIATION	02/03/16	2016 ANNUAL MEMBERSHIP DUES	1043210	20.00
Total 35177:						20.00
02/25/16	35260	DYNAQUEST TECHNOLOGIES	02/25/16	Anti-virus and Anti-spam for Jan. & Feb. 2016	1043350	117.60
Total 35260:						117.60
02/25/16	35261	EKF Custom	01/27/16	Snow Plow Repair	1060250	222.36
Total 35261:						222.36
02/04/16	35178	EVCO HOUSE OF HOSE	01/27/16	Back Hoe	5140250	44.44
Total 35178:						44.44
02/25/16	35262	Executech	02/01/16	IT Services - Feb. 2016	1043308	682.50
02/25/16	35262	Executech	02/01/16	New City Sewer Tech. System	1043740	4,879.89
Total 35262:						5,562.39
02/04/16	35179	FREEDOM MAILING SERVICES, INC	01/29/16	UTILITY BILLING	5140370	230.76
02/04/16	35179	FREEDOM MAILING SERVICES, INC	01/29/16	UTILITY BILLING	5240370	230.76
02/04/16	35179	FREEDOM MAILING SERVICES, INC	01/29/16	UTILITY BILLING	5340370	230.76
02/04/16	35179	FREEDOM MAILING SERVICES, INC	01/29/16	UTILITY BILLING	5440370	230.76

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
Total 35179:						923.04
02/11/16	35213	Future Homes LLC	02/09/16	Missappropriation of Esctow Funds for Sunrise	4521360	45,679.44
Total 35213:						45,679.44
02/11/16	35214	GILBERT AND STEWART, CPA'S	12/31/15	Annual Audit	1043309	8,750.00
Total 35214:						8,750.00
02/18/16	35240	GovConnection Inc	01/27/16	HDMI Cables for City Hall	1043240	43.42
02/18/16	35240	GovConnection Inc	01/28/16	HDMI Dignal Splitter Cable for City Hall	1043240	87.57
02/18/16	35240	GovConnection Inc	02/09/16	Replacement Monitor& Clock	1043240	11.33
02/18/16	35240	GovConnection Inc	02/09/16	Replacement Monitor& Clock	1043740	183.09
Total 35240:						325.41
02/04/16	35180	Green Castle	01/27/16	UDot Snow Removal Park & Ride	1070625	740.00
Total 35180:						740.00
02/25/16	35263	Green Castle	02/05/16	UDot Snow Removal Park & Ride	1070625	1,310.00
02/25/16	35263	Green Castle	02/18/16	UDot Snow Removal Park & Ride	1070625	800.00
Total 35263:						2,110.00
02/04/16	35181	Harmony Williams	02/02/16	Signed up for basketball in another city	2034750	24.00
Total 35181:						24.00
02/18/16	35241	HD SUPPLY WATERWORKS	02/11/16	Job Corp. Meter	5140720	93.32
Total 35241:						93.32
02/04/16	35182	HERRICK INDUSTRIAL SUPPLY	01/28/16	Lense Cleaning Towelettes	1060250	19.84
Total 35182:						19.84
02/11/16	35215	INDUSTRIAL TOOL BOX	02/01/16	Streets - Safty Vest, Stencil	1060250	338.99
Total 35215:						338.99
02/04/16	35183	Intermountain Wind & Solar	02/01/16	Completion Bond Refund #SWC151217148	4521350	200.00
Total 35183:						200.00
02/11/16	35216	Intermountain Wind & Solar	02/08/16	Completion Bond Refund #SWC151222151	4521350	200.00
Total 35216:						200.00
02/18/16	35242	Intermountain Workmed	01/26/16	DOT- PHYSICAL- CLINT OLSEN	1058370	65.00
Total 35242:						65.00
02/04/16	35184	James & Chris Guidry	02/01/16	Overpayment on Acct # 11014503	0111750	83.13

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
Total 35184:						83.13
02/04/16	35185	JENSEN, MARTIN	02/01/16	Completion Bond Refund #SWC150720066	4521350	200.00
Total 35185:						200.00
02/11/16	35217	JOHNSON ELECTRIC	01/29/16	Generator Maint. - City Hall	1057370	363.59
02/11/16	35217	JOHNSON ELECTRIC	01/29/16	Generator Maint. - Fire Station	1043262	266.25
Total 35217:						629.84
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	GIS Map Service - Jan. 2016	1043312	3,079.50
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Engineering Services - Jan. 2016	1043312	914.75
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Streets - 2015 Safty Sidewalks etc.	1060312	538.50
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Culinary Water - 2015 Capital Facilities Plan	2640760	379.50
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Storm Drain - Heather Cove, Davis County Stor	5440312	167.75
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Sanitary Sewer - 2015 Sewer Outfall Replacme	2140490	3,968.00
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Parks - Canyon Meadows Park, Cedar Loop	1043312	423.25
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Sunrise Ridge Subdivision	1043312	910.25
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Valley Flats	1043312	147.75
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Bowman Old Farm Estates	1043312	52.50
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Riverside Place	1043312	813.75
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Maple Farms	1043312	52.50
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Dan Murray Development	1043312	131.25
02/11/16	35218	JONES AND ASSOCIATES	01/01/16	Property on Lester Drive	1043312	157.50
Total 35218:						11,736.75
02/04/16	35186	KAP, LAYNE	02/01/16	Double payment on Business License renewals	1032100	160.00
Total 35186:						160.00
02/17/16	35235	KEYES ADMINISTRATORS	02/17/16	HRA ADMINISTRATION FEE	1043136	3,800.00
Total 35235:						3,800.00
02/04/16	35187	KHSA	01/01/16	Audit Assistance	1043315	2,500.00
Total 35187:						2,500.00
02/04/16	35188	LARSEN, MARK	02/02/16	Reimbursement for USB drive	1043240	64.22
Total 35188:						64.22
02/11/16	35219	LARSEN, MARK	02/09/16	Per diem for Utah Chapter ICC Conference 2/15	1058230	331.50
Total 35219:						331.50
02/18/16	35243	LEWIS YOUNG INC.	02/09/16	Consulting disclosure on water bonds	5140311	1,500.00
Total 35243:						1,500.00
02/25/16	35264	LOBATO, DALLAS	02/23/16	Basketball Referee 13 Games	2071340	130.00
Total 35264:						130.00

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
02/11/16	35220	LOWES PROX	01/25/16	supplies for shop	1060260	27.90
02/11/16	35220	LOWES PROX	01/25/16	supplies for Crossing Guards	1060250	120.51
Total 35220:						148.41
02/11/16	35221	Miller, Craig	02/09/16	Ref - Basketball	2071340	48.75
Total 35221:						48.75
02/25/16	35265	Miller, Craig	02/23/16	Ref - Basketball	2071340	28.25
Total 35265:						28.25
02/04/16	35189	Misti Lopez	02/01/16	Overpayment of Business License renewal #16	1032100	45.00
Total 35189:						45.00
02/11/16	35222	MOUNT OLYMPUS	02/08/16	CITY HALL WATER COOLER	1043262	39.08
Total 35222:						39.08
02/11/16	35223	Namazi, Stephanie	02/09/16	Ref- Basketball	2071340	26.25
Total 35223:						26.25
02/04/16	35190	NILSON HOMES	02/02/16	overpayment on Acc. #7003700	0111750	24.77
02/04/16	35190	NILSON HOMES	02/02/16	Overpayment on Acc. #12101000	0111750	38.39
Total 35190:						63.16
02/25/16	35266	NILSON HOMES	02/23/16	Completion Bond # SWC150915096	4521350	500.00
Total 35266:						500.00
02/04/16	35191	OFFICE DEPOT	07/17/15	Office Suplies - Credit	1043240	17.48-
02/04/16	35191	OFFICE DEPOT	12/16/15	Office Suplies - CD Cases	1043240	9.89
02/04/16	35191	OFFICE DEPOT	01/11/16	Office Suplies - USB 4 port hub	1043240	14.84
02/04/16	35191	OFFICE DEPOT	11/18/15	Office Suplies - Credit	1043240	62.30-
02/04/16	35191	OFFICE DEPOT	12/21/15	office Suplies - Self Inking Stamp	1043240	26.72
02/04/16	35191	OFFICE DEPOT	01/11/16	Office Suplies - Toner, Copy Paper, Batteries, P	1043240	151.72
02/04/16	35191	OFFICE DEPOT	01/09/16	office Suplies - Hanging Folders	1043240	7.49
Total 35191:						130.88
02/25/16	35267	OFFICE DEPOT	01/29/16	office Suplies - HP Laserjet Toner Cartridges	1043240	293.75
02/25/16	35267	OFFICE DEPOT	02/17/16	Office Suplies - Color Toner	1043240	116.27
02/25/16	35267	OFFICE DEPOT	02/17/16	Office Suplies - Super Glue	1043240	3.75
Total 35267:						413.77
02/04/16	35192	OREILLY AUTOMOTIVE, INC.	04/23/15	Mobile Power & Battery credit	1060250	143.48
02/04/16	35192	OREILLY AUTOMOTIVE, INC.	04/23/15	Battery credit 3596-405494	1060250	44.00-
02/04/16	35192	OREILLY AUTOMOTIVE, INC.	04/23/15	Late fee	1060250	1.07
Total 35192:						100.55
02/11/16	35224	OREILLY AUTOMOTIVE, INC.	01/29/16	Floor Dry for shop	1060260	52.45

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
Total 35224:						52.45
02/11/16	35225	PERRY HOMES	02/08/16	COMPLETION BOND Refund request - SWC15	4521350	500.00
Total 35225:						500.00
02/25/16	35268	PERRY HOMES	02/23/16	COMPLETION BOND Refund request - SWC15	4521350	500.00
Total 35268:						500.00
02/25/16	35269	PILEWICZ, MARCUS	02/23/16	Referee - 3 Games	2071340	57.00
Total 35269:						57.00
02/17/16	35014	Pleasant View City	V 12/30/15	For use of Conference Room 1/23/15	1043360	100.00
Total 35014:						100.00
02/04/16	35193	POLAD, LIZ	02/01/16	Overpayment on Business License renewal #16	1032100	15.00
Total 35193:						15.00
02/11/16	35226	Post Asphalt & Construction	08/07/15	Patches - 1200 E South Weber Dr. and 7825 S	1060410	900.00
Total 35226:						900.00
02/11/16	35227	Quintana, Chance	02/09/16	Ref- Basketball	2071340	106.00
Total 35227:						106.00
02/25/16	35270	Quintana, Chance	02/23/16	Ref- Basketball 8 Games	2071340	64.00
Total 35270:						64.00
02/04/16	35194	RANDY MARRIOTT CONSTRUCTION	01/22/16	SALT Delivery	1061411	1,433.21
02/04/16	35194	RANDY MARRIOTT CONSTRUCTION	01/22/16	SALT Delivery	1061411	1,427.94
Total 35194:						2,861.15
02/04/16	35195	Reed Chase	02/01/16	Overpayment on Acct # 8004901	0111750	84.53
Total 35195:						84.53
02/25/16	35271	ROBINSON WASTE SERVICES INC	02/09/16	Garbage collection service - Jan. 2016	5340492	9,686.70
02/25/16	35271	ROBINSON WASTE SERVICES INC	01/31/16	Park & Ride - Refuse Collection	1070625	92.66
Total 35271:						9,779.36
02/11/16	35228	SAV ON	01/04/16	BASKETBALL SUPPLIES - score book, ref jers	2071480	141.73
Total 35228:						141.73
02/18/16	35244	SCHENCK, JED	02/17/16	Completion Bond Refund - SWC150415034	4521350	500.00
Total 35244:						500.00

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
02/25/16	35272	SCREEN PRO	02/16/16	Youth City Council T-shirt	1041765	329.00
Total 35272:						329.00
02/11/16	35229	Solaroo Energy	02/08/16	Completion Bond Refund - SWC160111003	4521350	200.00
Total 35229:						200.00
02/04/16	35196	Solcius	02/01/16	Completion Bond Refund - SWC151230153	4521350	200.00
Total 35196:						200.00
02/11/16	35230	Solcius	02/10/16	Completion Bond Refund - SWC151217150	4521350	200.00
Total 35230:						200.00
02/25/16	35273	Staker Parson Companies	02/10/16	Water Leak Week on Shay Lane	5140490	267.83
Total 35273:						267.83
02/11/16	35231	STANDARD EXAMINER	01/15/16	Planning Commission, Public Hearings 01/14 ,	1043220	162.50
Total 35231:						162.50
02/18/16	35245	STATE OF UTAH GASCARD	02/01/16	FUEL FOR PW	5140250	180.29
02/18/16	35245	STATE OF UTAH GASCARD	02/01/16	FUEL FOR PW	5240250	180.29
02/18/16	35245	STATE OF UTAH GASCARD	02/01/16	FUEL FOR PW	5340250	180.29
02/18/16	35245	STATE OF UTAH GASCARD	02/01/16	FUEL FOR PW	5440250	45.07
02/18/16	35245	STATE OF UTAH GASCARD	02/01/16	FUEL FOR PW	1060250	315.52
02/18/16	35245	STATE OF UTAH GASCARD	02/01/16	FUEL FOR FIRE	1057250	25.00
Total 35245:						926.46
02/25/16	35274	Steven Doyle Hansen	02/17/16	Proof of Compliance Credit. Case #156400042	1042243	10.00
Total 35274:						10.00
02/04/16	35197	TOM RANDALL DISTRIBUTING	01/27/16	DIESEL FUEL FOR CITY FUEL TANK	5140250	139.24
02/04/16	35197	TOM RANDALL DISTRIBUTING	01/27/16	DIESEL FUEL FOR CITY FUEL TANK	1060250	139.24
02/04/16	35197	TOM RANDALL DISTRIBUTING	01/27/16	DIESEL FUEL FOR CITY FUEL TANK	5240250	139.24
02/04/16	35197	TOM RANDALL DISTRIBUTING	01/27/16	DIESEL FUEL FOR CITY FUEL TANK	5440250	139.22
Total 35197:						556.94
02/25/16	35275	Tuamoheloa, Nolan	02/23/16	Ref - Basketball	2071340	67.50
Total 35275:						67.50
02/04/16	35198	UNIFIRST CORPORATION	01/22/16	FAC TOWELS & MATS - REC CENTER	2071262	40.00
02/04/16	35198	UNIFIRST CORPORATION	01/29/16	FAC TOWELS & MATS - REC CENTER	2071262	40.00
Total 35198:						80.00
02/11/16	35232	UNIFIRST CORPORATION	02/05/16	FAC TOWELS & MATS - REC CENTER	2071262	40.00
Total 35232:						40.00

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
02/25/16	35276	UNIFIRST CORPORATION	02/12/16	FAC TOWELS & MATS - REC CENTER	2071262	40.00
02/25/16	35276	UNIFIRST CORPORATION	02/19/16	FAC TOWELS & MATS - REC CENTER	2071262	40.00
Total 35276:						80.00
02/04/16	35199	UPPERCASE PRINTING, INK	01/28/16	UTILITY FORMS & ENVELOPES	5140370	41.41
02/04/16	35199	UPPERCASE PRINTING, INK	01/28/16	UTILITY FORMS & ENVELOPES	5240370	41.41
02/04/16	35199	UPPERCASE PRINTING, INK	01/28/16	UTILITY FORMS & ENVELOPES	5340370	41.41
02/04/16	35199	UPPERCASE PRINTING, INK	01/28/16	UTILITY FORMS & ENVELOPES	5440370	41.39
Total 35199:						165.62
02/11/16	35233	US Bank - Visa Payment	01/18/16	Office Supplies	2071240	12.29
02/11/16	35233	US Bank - Visa Payment	01/25/16	Council Summit Lunch	1041230	170.18
02/11/16	35233	US Bank - Visa Payment	01/04/16	EMT Recertificaton	1057370	80.00
02/11/16	35233	US Bank - Visa Payment	01/04/16	Drill Bits	1057250	61.00
02/11/16	35233	US Bank - Visa Payment	01/04/16	2016 Membership	1041370	718.75
02/11/16	35233	US Bank - Visa Payment	01/08/16	Combination Lockset - Cmptor rm	1043262	127.39
02/11/16	35233	US Bank - Visa Payment	01/11/16	4 Port USB Hub	1043240	69.57
02/11/16	35233	US Bank - Visa Payment	01/25/16	Council Summit Snacks	1041230	19.21
02/11/16	35233	US Bank - Visa Payment	01/25/16	Council Summit Snacks	1041230	30.79
02/11/16	35233	US Bank - Visa Payment	01/25/16	Council Summit Snacks	1041230	4.10
02/11/16	35233	US Bank - Visa Payment	01/11/16	Gas for Admin car	1043251	24.50
02/11/16	35233	US Bank - Visa Payment	01/22/16	City Managers' Mtg	1043230	33.42
02/11/16	35233	US Bank - Visa Payment	01/25/16	Council Summit Dinner	1041230	246.00
02/11/16	35233	US Bank - Visa Payment	01/12/16	Lodging in St. George - Fire School	1057230	357.12
02/11/16	35233	US Bank - Visa Payment	01/12/16	Lodging in St. George - Fire School	1057230	357.12
02/11/16	35233	US Bank - Visa Payment	01/12/16	Lodging in St. George - Fire School	1057230	357.12
02/11/16	35233	US Bank - Visa Payment	01/12/16	Lodging in St. George - Fire School	1057230	357.12
02/11/16	35233	US Bank - Visa Payment	01/14/16	Fire Training - Spencer Hafer	1057230	565.00
02/11/16	35233	US Bank - Visa Payment	12/29/15	Officials Training	1041230	320.00
02/11/16	35233	US Bank - Visa Payment	12/31/15	Auto supplies for Admin car	1043251	39.32
02/11/16	35233	US Bank - Visa Payment	01/04/16	Floor mats for Admin car	1043251	30.22
02/11/16	35233	US Bank - Visa Payment	01/06/16	Charging cord for Council Ipad	1043240	9.99
02/11/16	35233	US Bank - Visa Payment	01/06/16	Charging unit for Council Ipad	1043240	9.99
02/11/16	35233	US Bank - Visa Payment	01/08/16	Name plate for new council members	1041620	25.50
02/11/16	35233	US Bank - Visa Payment	01/21/16	Officials' Day at Legislature	1041230	495.00
02/11/16	35233	US Bank - Visa Payment	01/06/16	2016 RWAU Conference Registration	5140230	210.00
02/11/16	35233	US Bank - Visa Payment	01/20/16	4 Wheeler plow bars	1061411	118.25
02/11/16	35233	US Bank - Visa Payment	01/20/16	Serial port cable	1060250	19.99
Total 35233:						4,868.94
02/25/16	35277	UTAH LOCAL GOVERNMENTS TRUST	02/16/16	Workers Comp Monthly Fee - Jan. 2016	1022250	1,036.16
02/25/16	35277	UTAH LOCAL GOVERNMENTS TRUST	02/16/16	Invoice # 54 Credit	1022250	174.49-
Total 35277:						861.67
02/04/16	35200	UTAH STATE TREASURER	02/02/16	COURT Surcharge Remittance for Jan. 2016	1042980	4,897.18
Total 35200:						4,897.18
02/04/16	35201	Vanguard Cleaning Systems of Utah	02/01/16	Janitorial services - Feb. 2016	1043262	245.00
Total 35201:						245.00
02/18/16	35246	VERIZON WIRELESS	02/08/16	PW air card	5140280	58.25

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt
Total 35246:						58.25
02/25/16	35278	Vision Solar	02/24/16	Completion Bond - SWC 151216147	4521350	200.00
Total 35278:						200.00
02/18/16	35247	WAGEMAN, BRYAN	02/16/16	REIMBURSEMENT - Millage & Per diem for Ru	5140230	419.25
Total 35247:						419.25
02/11/16	35234	WASATCH INTEGRATED WASTE MGMT	01/01/16	Garbage Disposal Jan. 2016	5340492	13,967.20
Total 35234:						13,967.20
02/04/16	35202	WILKINSON SUPPLY	01/26/16	Snow Blower Repair	1070250	237.27
Total 35202:						237.27
Grand Totals:						258,020.12

Approval Date: _____

City Recorder: _____

RESOLUTION 16-12

APPOINTMENT OF TOM SMITH AS SOUTH WEBER CITY MANAGER

BE IT HEREBY RESOLVED, by the City Council of South Weber City, State of Utah, as follows:

WHEREAS, an opening in the position of City Manager for South Weber City has occurred; and

WHEREAS, the Mayor and Council desire to appoint Tom Smith to fill that position;

NOW THEREFORE, Tom Smith is hereby appointed to serve as the South Weber City Manager. The mayor is authorized to sign on behalf of the city the attached Employment Agreement which is hereby approved and which memorializes the agreement of the parties.

PASSED AND ADOPTED by the City Council of South Weber this **8th day of March 2016**.

Tamara P. Long, Mayor

Attest:

Elyse Greiner, City Recorder

Roll call vote is as follows:

Mr. Casas	Yes	No
Ms. Poore	Yes	No
Mr. Hyer	Yes	No
Mrs. Sjoblom	Yes	No
Mr. Taylor	Yes	No

RESOLUTION 16-13

APPOINTMENT OF CITY RECORDER

BE IT HEREBY RESOLVED, by the City Council of South Weber City, State of Utah, as follows:

WHEREAS, a vacancy exists in the position of City Recorder; and

WHEREAS, careful consideration was given by the Mayor and Council to this appointment;

NOW THEREFORE, the following individual will be appointed to the position of City Recorder, and approved by the City Council, for the term of March 2016 - January 2018, or until a successor is appointed.

CITY RECORDER
Elyse Greiner

PASSED AND ADOPTED by the City Council of South Weber this **8th of March 2016**.

Tamara P. Long, Mayor

Attest:

Elyse Greiner, City Recorder

Roll call vote is as follows:

Mr. Casas	Yes	No
Ms. Poore	Yes	No
Mr. Hyer	Yes	No
Mrs. Sjoblom	Yes	No
Mr. Taylor	Yes	No

ORDINANCE 16-04

ORDINANCE AMENDMENT TO SEC. 10.01.100 Definitions (Yard, Rear) be amended of the South Weber City Code

WHEREAS, on the 11th of February, 2016 the South Weber City Planning Commission held a public hearing, and has made a favorable recommendation to approve a land use code amendment to the South Weber City Council; and

WHEREAS, the South Weber City Council held a public hearing on the 8th day of March 2016, and has reviewed the amendment and the recommendation made by the Planning Commission;

NOW THEREFORE BE IT ORDAINED, by the Legislative Body of South Weber City that:

The South Weber City Code, Sec. 10.01.001 Definitions (Yard, Rear) be amended, revoked and replaced with the following:

10.1.100 Definitions (Yard, Rear)

YARD, REAR: A yard between the rear lot line and the rear setback line of a main building extending across a full width of the inside lot; and for corner lots, a yard between the rear lot line and the rear setback line of the building, extending between the side lot line and the front frontage line opposite thereto. On lots with (5) or more sides, the required minimum rear yard setback may be reduced to fifteen (15) feet measured form any point of the building foundation to the nearest point of a lot line. Only one corner of a dwelling may project into the required rear yard space. See appendix A set forth in section 10.01.110 of this chapter.

PASSED AND ADOPTED by the City Council of South Weber, Davis County, on _____ day of _____ 2016.

ATTEST:

MAYOR: Tamara Long

Elyse Greiner, City Recorder

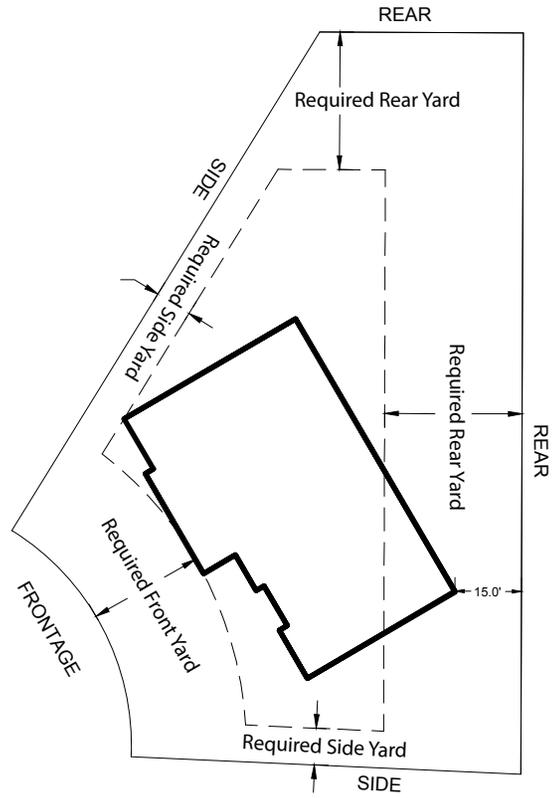
CERTIFICATE OF POSTING

I, the duly appointed recorder for the City of South Weber, hereby certify that ***Ordinance 16-04: Ordinance Amendment to Section 10.01.100, Definitions (Yard, Rear)*** was passed and adopted the ____ day of _____ 2016, and certifies that copies of the foregoing Ordinance 16-04 were posted in the following locations within the municipality this ____ day of _____, 2016.

1. South Weber Elementary, 1285 E. Lester Drive
2. South Weber Family Activity Center, 1181 E. Lester Drive
3. South Weber City Building, 1600 E. South Weber Drive
4. South Weber City website www.southwebercity.com
5. Utah Public Notice Website www.pmn.utah.gov

Elyse Greiner, City Recorder

5 SIDED LOT

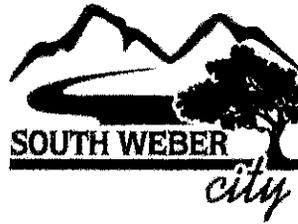


For Office Use Only

Fees received by: EG Date of submittal: 2/26/16
Amount Paid: 1200.00 Receipt #: 13.082087
prior fees owed

Initial Review, all of the required supporting materials have been provided: _____

PC/CC Meeting Date: 3/8/16



Final Plan Application

Project/Subdivision Name: VALLEY FLATS
Approx. Location: 7500 S 1900 E SWC
Parcel Number(s): 13-033-0060, 13-033-0061 Total Acres: 3.2 ACRES
Current Zone: RESIDENTIAL 13-033-0064
Surrounding Land Uses: RESIDENTIAL
Number of Lots: 8 # Lots Per Acre: 2.5
Phase: _____ of _____ PUD: Yes / No

Contact Information

Developer or Agent

Developer's Engineer

Name: MIKE REICKS / BEN SIMS
Company Name: TASKA CAPITAL II, LLC
Address: 90 W. 500 S #303
City/State/Zip: BOUNTFULL, UT 84010
Phone: 801-298-4204 Fax: _____
Email: MREICK@TASKACAPITAL.COM

Name: CHRIS CAVE / ROBERT KUNZ
Company: REEVE & ASSOCIATES
License #: _____
Address: 920 CHAMBERS ST #14
City/State/Zip: OGDEN, UT 84403
Phone: 801-641-3100 Fax: _____
Email: CCAVE@REEVE-ASSOC.COM

Best Way/Preferred Method of Contact:

Email Phone Fax Mail

Best Way/Preferred Method of Contact:

Email Phone Fax Mail

Surveyor

Property Owner(s)

Check here if same as Engineer

Check here if same as Developer

Name: ROBERT KUNZ
Company: SAME
License #: _____
Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____
Email: _____

Name: KEVIN UDY ROBERT FLIDERS
Address: 1900 E
City/State/Zip: SOUTH WEBER, UT 84405
Phone: _____ Fax: _____
Email: _____

Final Plan Requirements

- Complete all conditions/requirements set by the Planning Commission at Preliminary Approval
- Finalized Draft of Covenants, Conditions, and Restrictions (if applicable)
- Finalized Storm Drain Calculations
- Any applicable agreements finalized, signed, and proof of recording with county provided (agreements with South Weber City must be finalized and remain unsigned)
- Finalized set of certified, stamped construction drawings and specifications as prepared by a licensed civil engineer**

**One full sized (24" x 36"), one reduced (11" x 17"), and one electronic PDF form shall be submitted of the following (the north area to point up or to the left):

- Format of Final Plat for Recording Required by the County

*All plans must be prepared and stamped by a licensed and/or certified professionals including, but not limited to, architects, landscape architects, land planners, engineers, surveyors, transportation engineers or other professionals as deemed necessary by the City Planner.

Applicant Certification

I certify under penalty of perjury that this application and all information submitted as a part of this application are true, complete, and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that The City of South Weber may rescind any approval, or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the South Weber City Land Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. Additionally, I agree to pay all fees associated with this project, as set by the current adopted Consolidated Fee Schedule as well as any fees associated with any City Consultant (i.e. engineer, attorney). The applicant shall also be responsible for all collection fees incurred including a collection fee of up to 40% (pursuant to the provisions of the Utah Code Ann. §12-1-11). I also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicant's Signature:  Date: _____

Property Owner's Signature: Robert L. Handley Date: 25 Feb 2016

SUBDIVISION: VALLEY FLATS

PROPERTY PARCEL NUMBER(S): 13-033-0061, 13-033-0061, 13-03-0064

APPLICANT'S AFFIDAVIT

State of Utah)
County of DAVIS) §

I/We BEN SIMS, the sole owner(s)/authorized agent of the owner(s) of the property involved in this application, located at 7486 S. 1900 E. SOUTH WEBER, UT 84405, swear the statements and answers contained herein, in the attached plans, and other exhibits, thoroughly, to the best of my/our ability, present the argument in behalf of the application requested herewith, and that the statements and information above referred to are in all respects true and correct to the best of my/our knowledge and belief.

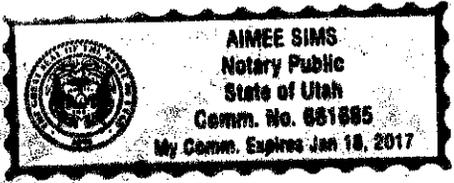
Dated this 25 day of FEBRUARY, 2016.

Signed: [Signature]
Property Owner or Agent

Property Owner or Agent

Subscribed and sworn to before me on this 25 day of February, 2016.

S
E
A
L



Aimee Sims
Notary Public

AGENT AUTHORIZATION

State of Utah)
County of DAVIS) §

I/We ROBERT FLINDERS, the sole owner(s) of the real property located at 7486 S. 1900 E. SOUTH WEBER, UT 84405, South Weber, Utah, hereby appoint BEN SIMS as my/our agent with regard to this application affecting the above described real property, and authorize said agent to appear on my/our behalf before any city commission, board or council considering this application.

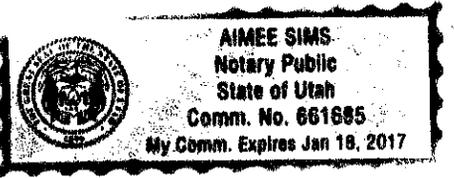
Dated this 25 day of FEBRUARY, 2016.

Signed: [Signature]
Property Owner or Agent

Property Owner or Agent

Subscribed and sworn to before me on this 25 day of February, 2016.

S
E
A
L



Aimee Sims
Notary Public

SUBDIVISION: VALLEY FLATS

PROPERTY PARCEL NUMBER(S): 13-033-0061, 13-033-064

APPLICANT'S AFFIDAVIT

State of Utah)
County of DAVIS) §

I/We KEVIN UDY / BEN SIMS, the sole owner(s)/authorized agent of the owner(s) of the property involved in this application, located at 7460 S. 1900 E. SOUTH WEBER, 84405, swear the statements and answers contained herein, in the attached plans, and other exhibits, thoroughly, to the best of my/our ability, present the argument in behalf of the application requested herewith, and that the statements and information above referred to are in all respects true and correct to the best of my/our knowledge and belief.

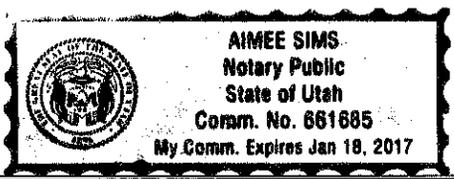
Dated this 1ST day of MARCH, 2016.

Signed: [Signature]
Property Owner or Agent

Property Owner or Agent

Subscribed and sworn to before me on this 1ST day of MARCH, 2016.

S
E
A
L



[Signature]
Notary Public

AGENT AUTHORIZATION

State of Utah)
County of DAVIS) §

I/We KEVIN UDY, the sole owner(s) of the real property located at 7460 S. 1900 E., South Weber, Utah, hereby appoint BEN SIMS as my/our agent with regard to this application affecting the above described real property, and authorize said agent to appear on my/our behalf before any city commission, board or council considering this application.

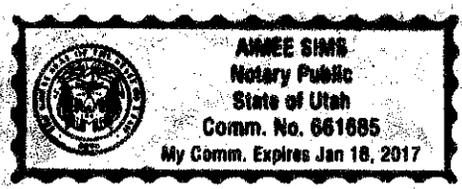
Dated this 1ST day of MARCH, 2016.

Signed: [Signature]
Property Owner or Agent

Property Owner or Agent

Subscribed and sworn to before me on this 1ST day of March, 2016.

S
E
A
L



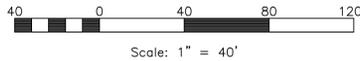
[Signature]
Notary Public

VALLEY FLATS SUBDIVISION

PART OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 5 NORTH, RANGE 1 WEST, S.L.B.&M., U.S. SURVEY
SOUTH WEBER, DAVIS COUNTY, UTAH
FEBRUARY, 2016

LEGEND

- = SECTION CORNER
- = PUBLIC UTILITY EASEMENT
- = SET 5/8" X 24" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES"
- = FOUND RIGHT OF WAY MONUMENT
- = SET STREET MONUMENT
- = BOUNDARY LINE
- = LOT LINE
- = ADJOINING PROPERTY
- = SECTION TIE LINE
- = ROAD CENTERLINE
- = EXISTING FENCELINE
- = BUILDABLE AREA



BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE NORTHWEST CORNER AND THE WEST QUARTER CORNER OF SECTION 35, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. SHOWN HEREON AS: S00°00'26"E

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO DIVIDE THE BELOW DESCRIBED PROPERTY INTO LOTS AND STREETS. ALL BOUNDARY CORNERS AND REAR LOT CORNERS WERE SET WITH A 5/8" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES". ALL FRONT LOT CORNERS WERE SET WITH A LEAD PLUG IN THE TOP BACK OF CURB AT THE EXTENSION OF THE SIDE LOT LINES.

BOUNDARY DESCRIPTION

A PART OF THE NW QUARTER OF SECTION 35, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT OF THE WEST LINE OF SAID SECTION 35, SAID POINT LIES S00°00'26"E, 297.00 FEET FROM THE NW CORNER OF SAID SECTION 35, THENCE S89°50'00"E, 180.60 FEET; THENCE S00°10'00"W, 36.00 FEET; THENCE S89°50'00"E, 270.05 FEET TO THE EXTENSION OF THE WEST LINE OF CEDAR COVE PHASE II P.U.D.; THENCE ALONG SAID EAST LINE THE FOLLOWING THREE COURSES: (1) S01°10'40"W, 149.53 FEET; (2) S89°46'06"E, 4.66 FEET; (3) S00°00'25"W, 145.83 FEET TO THE EXTENSION OF THE NORTH LINE OF CEDAR COVE PHASE III P.U.D.; THENCE ALONG SAID NORTH LINE AND EXTENSION THEREOF N89°45'00"W, 452.07 FEET TO THE WEST LINE OF SECTION 35; THENCE ALONG SAID WEST LINE N00°00'26"W, 330.69 FEET TO THE POINT OF BEGINNING, HAVING AN AREA OF 139408.61 SQUARE FEET, 3.200 ACRES

CURVE TABLE

#	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	5.50'	8.66'	7.79'	5.52'	N45°06'44"E	90°14'20"
C2	5.50'	8.62'	7.76'	5.48'	S44°53'16"E	89°45'40"
C3	5.50'	8.64'	7.78'	5.50'	S45°13'54"W	90°00'00"
C4	5.50'	8.64'	7.78'	5.50'	S44°46'06"E	90°00'00"
C5	90.00'	18.03'	18.00'	9.05'	N84°29'33"E	11°28'42"
C6	160.00'	32.05'	32.00'	16.08'	S84°29'33"W	11°28'42"
C7	125.00'	25.04'	25.00'	12.56'	N84°29'33"E	11°28'42"
C8	125.00'	25.04'	25.00'	12.56'	S84°29'33"W	11°28'42"
C9	160.00'	32.05'	32.00'	16.08'	N84°29'33"E	11°28'42"
C10	90.00'	18.03'	18.00'	9.05'	S84°29'33"W	11°28'42"

South Weber City Attorney

APPROVED BY THE SOUTH WEBER CITY ATTORNEY THIS THE ____ DAY OF _____, 20__.

SOUTH WEBER CITY ATTORNEY

South Weber City Planning Commission

APPROVED THIS ____ DAY OF _____, 20__ BY THE SOUTH WEBER CITY PLANNING COMMISSION.

CHAIRMAN, SOUTH WEBER CITY PLANNING COMMISSION

South Weber City Engineer

APPROVED BY THE SOUTH WEBER CITY ENGINEER THIS ____ DAY OF _____, 20__.

SOUTH WEBER CITY ENGINEER

South Weber City Council

PRESENTED TO THE SOUTH WEBER CITY COUNCIL THIS THIS ____ DAY OF _____, 20__, AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

SOUTH WEBER CITY MAYOR CITY RECORDER



VICINITY MAP
NO SCALE

Surveyor's Certificate

I, **ROBERT D. KUNZ**, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS ACT; AND THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF VALLEY FLATS SUBDIVISION IN SOUTH WEBER CITY, DAVIS COUNTY, UTAH, HAS BEEN DRAWN CORRECTLY TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF THE HEREIN DESCRIBED LANDS INCLUDED IN SAID SUBDIVISION, BASED UPON DATA COMPILED FROM RECORDS IN THE DAVIS COUNTY RECORDER'S OFFICE AND FROM SAID SURVEY MADE BY ME ON THE GROUND, I FURTHER CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES OF SOUTH WEBER CITY, DAVIS COUNTY CONCERNING SURVEY REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS ____ DAY OF _____, 20__.

UTAH LICENSE NUMBER **ROBERT D. KUNZ**



Owners Dedication And Certification

WE, THE UNDERSIGNED, OWNERS OF THE HEREON-DESCRIBED TRACT OF LAND, HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AND STREETS, AS SHOWN ON THE PLAT, AND NAME SAID TRACT OF LAND VALLEY FLATS SUBDIVISION, AND HEREBY DEDICATE, GRANT AND CONVEY TO SOUTH WEBER CITY, DAVIS COUNTY, UTAH ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS STREETS, THE SAME TO BE USED AS PUBLIC THOROUGHFARES FOREVER AND ALSO DEDICATE, GRANT AND CONVEY TO SOUTH WEBER CITY, DAVIS COUNTY, UTAH ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS PUBLIC UTILITY EASEMENTS.

THE UNDERSIGNED HEREBY CERTIFY THAT THIS SUBDIVISION HAS MET ALL REQUIREMENTS OF SOUTH WEBER CITY ORDINANCES.

SIGNED THIS ____ DAY OF _____, 20__.

Acknowledgment

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE ____ DAY OF _____, 20__, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, (AND) _____ SIGNER(S) OF THE ABOVE OWNER'S DEDICATION AND CERTIFICATION, WHO BEING BY ME DULY SWORN, DID ACKNOWLEDGE TO ME _____ SIGNED IT FREELY, VOLUNTARILY, AND FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

Acknowledgment

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE ____ DAY OF _____, 20__, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, (AND) _____ BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE _____ AND _____ OF SAID CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

Project Information

Surveyor: **R. KUNZ**
Designer: **E. ROCHE**
Begin Date: **07-27-2015**

Project Name: **VALLEY FLATS SUBDIVISION**
Number: **6383-01**
Scale: **1"=30'**
Revision: **02-23-16 ER**
Checked: _____

Davis County Recorder

ENTRY NO. _____ FEE PAID _____
AND RECORDED, _____ AT _____ IN BOOK _____ OF THE OFFICIAL RECORDS, PAGE _____

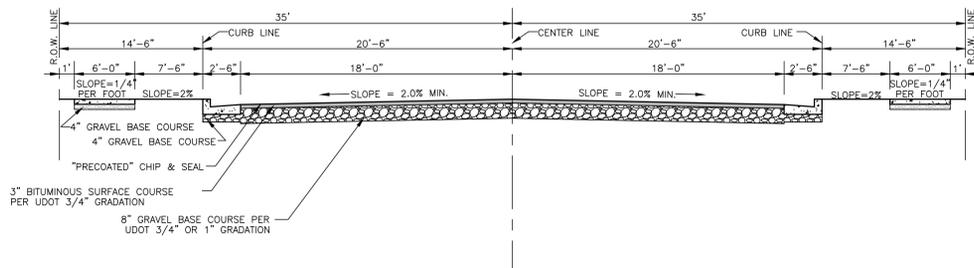
RECORDED FOR:

DAVIS COUNTY RECORDER

_____, DEPUTY.

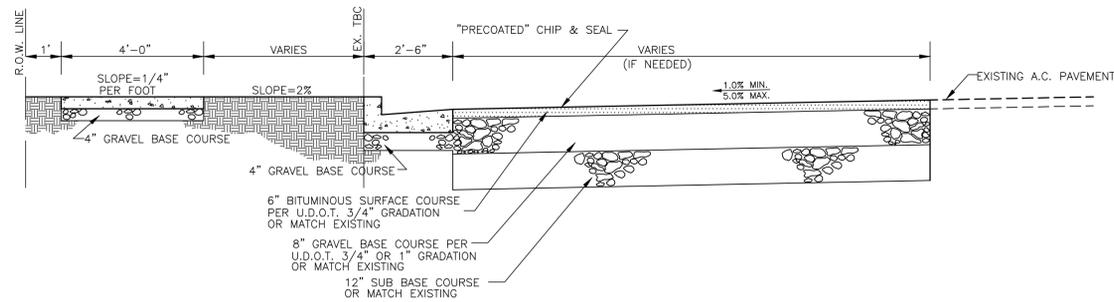


Reeve & Associates, Inc.
800 DUNDAS STREET, SUITE 114, COVINGTON, UTAH 84003
TEL: (801) 821-3100 FAX: (801) 821-2888 WWW.REEVE-ASSOCIATES.COM
LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS
TRAFFIC ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS



Street Section (70' R.O.W.)

SCALE: NONE

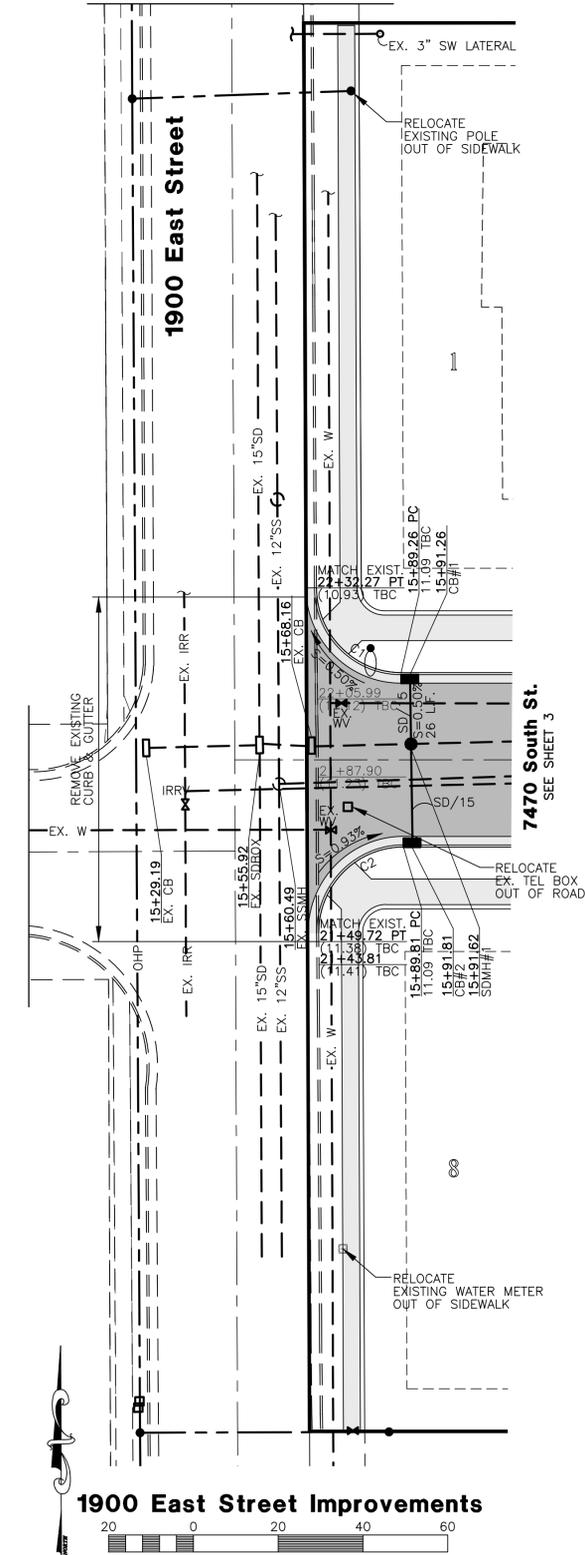


Partial Street Section (1900 East Street)

SCALE: NONE

General Notes

1. ALL CONSTRUCTION ON THIS PROJECT SHALL CONFORM TO THE DEVELOPMENT STANDARDS OF SOUTH WEBER CITY AND THE CITY OF SOUTH WEBER DRAWINGS CONTAINED THEREIN. SOUTH WEBER CITY PUBLIC WORKS REQUIREMENTS SHALL BE MET.
2. THE LOCATION OF EXISTING UTILITIES SHOWN ARE APPROXIMATE ONLY AND THE CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATION OF ALL UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS.
3. ELEVATIONS SHOWN AT THE CURB LINE ARE TOP OF CURB ELEVATIONS.
4. THE STREET STRUCTURAL CROSS SECTION IS PER THE CITY OF SOUTH WEBER CONTAINED WITHIN THESE PLANS.



1900 East Street Improvements

Horizontal Scale: 1" = 20'
Vertical Scale: 1" = 2'

Master Legend

—W— = PROPOSED CULINARY WATER LINE	□ = EXISTING CATCH BASIN	L.F. = LINEAR FEET
-EX.W- = EXISTING CULINARY WATER LINE	⊙ = EXISTING SPRINKLER	NG = NATURAL GRADE
—SS— = PROPOSED SANITARY SEWER LINE	⊕ = PLUG W/ 2" BLOW-OFF	O.C. = ON CENTER
-EX.SS- = EXISTING SANITARY SEWER LINE	⊙ = AIR-VAC ASSEMBLY	PC = POINT OF CURVE
—SD— = PROPOSED STORM DRAIN LINE	▼ = PROPOSED REDUCER	PRC = POINT OF REVERSE CURVE
-EX.SD- = EXISTING STORM DRAIN LINE	⊕ = PLUG & BLOCK	PRVC = POINT OF REVERSE VERTICAL CURVE
—LD— = PROPOSED LAND DRAIN LINE	⊙ = STREET LIGHT	PT = POINT OF TANGENT
-EX.LD- = EXISTING LAND DRAIN LINE	⊕ = SIGN	PP = POWER/UTILITY POLE
—SW— = PROPOSED SECONDARY WATER LINE	BLDG = BUILDING	P.U.E. = PUBLIC UTILITY EASEMENT
-EX.SW- = EXISTING SECONDARY WATER LINE	BVC = BEGIN VERTICAL CURVE	R/C = REBAR & CAP
—IRR— = PROPOSED IRRIGATION LINE	C&G = CURB & GUTTER	RCB = REINFORCED CONCRETE BOX
-EX.IRR- = EXISTING IRRIGATION LINE	CB = CATCH BASIN	RCP = REINFORCED CONCRETE PIPE
—OHP— = EXISTING OVERHEAD POWER LINE	C.F. = CUBIC FEET	RIM = RIM OF MANHOLE
—TEL— = EXISTING TELEPHONE LINE	C.F.S. = CUBIC FEET PER SECOND	R.O.W. = RIGHT-OF-WAY
—GAS— = EXISTING NATURAL GAS LINE	CL = CENTERLINE	SD = STORM DRAIN
— = EXISTING EDGE OF PAVEMENT	DI = DUCTILE IRON	SS = SANITARY SEWER
⊗ = FENCE LINE	EP = EDGE OF PAVEMENT	SW = SECONDARY WATER
— = MASONRY BLOCK/RETAINING WALL	EVC = END VERTICAL CURVE	TBC = TOP BACK OF CURB
— = DITCH/SWALE FLOWLINE	FC = FENCE CORNER	TOE = TOE OF SLOPE
● = PROPOSED FIRE HYDRANT	FF = FINISH FLOOR	TOP = TOP OF SLOPE
○ = EXISTING FIRE HYDRANT	FFE = FINISH FLOOR ELEVATION	TOW = TOP OF WALL
● = PROPOSED MANHOLE	FG = FINISHED GRADE	TSW = TOP OF SIDEWALK
○ = EXISTING MANHOLE	FH = FIRE HYDRANT	VPI = VERTICAL POINT OF INTERSECT.
● = PROPOSED SEWER CLEAN-OUT	FL = FLOW LINE	W = CULINARY WATER
⊗ = PROPOSED GATE VALVE	GB = GRADE BREAK	WM = WATER METER
⊗ = EXISTING GATE VALVE	HDPE = HIGH DENSITY POLYETHYLENE PIPE	■ = PROPOSED PAVEMENT
⊗ = PROPOSED WATER METER	INV = INVERT	■ = PROPOSED CONCRETE
⊗ = EXISTING WATER METER	IRR = IRRIGATION	
■ = PROPOSED CATCH BASIN	LD = LAND DRAIN	

Reeve & Associates, Inc.
1455 S. HARRISON BLVD., SUITE 310, OGDEN, UTAH 84403
TEL: (801) 621-3100 FAX: (801) 621-3666 www.reeve-assoc.com

REVISIONS	DATE	DESCRIPTION
	9/3/15	CITY COMMENTS ST
	2-24-16	CITY COMMENTS ER

Valley Flats Subdivision
SOUTH WEBER CITY, DAVIS COUNTY, UTAH

**Street Cross-Sections/
Master Legend/Notes**

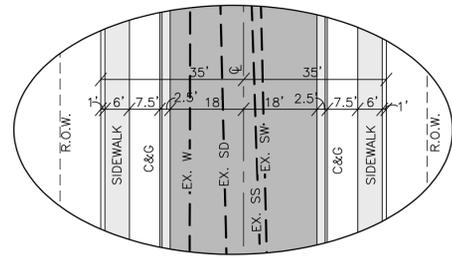
Revised: 2-24-16



Project Info.

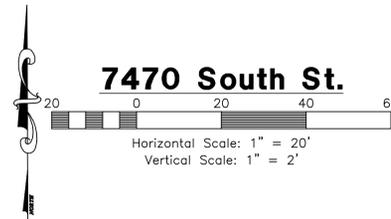
Engineer: J. NATE REEVE
 Drafter: E. ROCHE
 Begin Date: 09-25-14
 Name: VALLEY FLATS SUBDIVISION
 Number: 6383-01

Sheet	4
2	Sheets

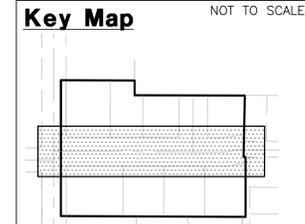


Street Dimensions

LOOKING UP-STATION



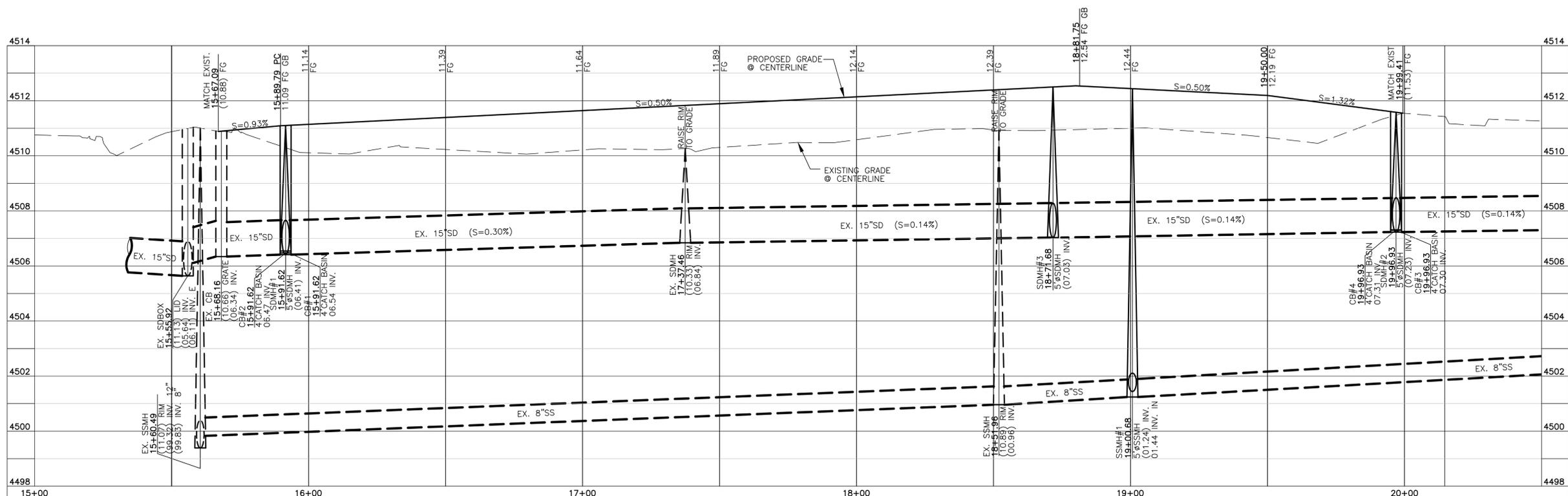
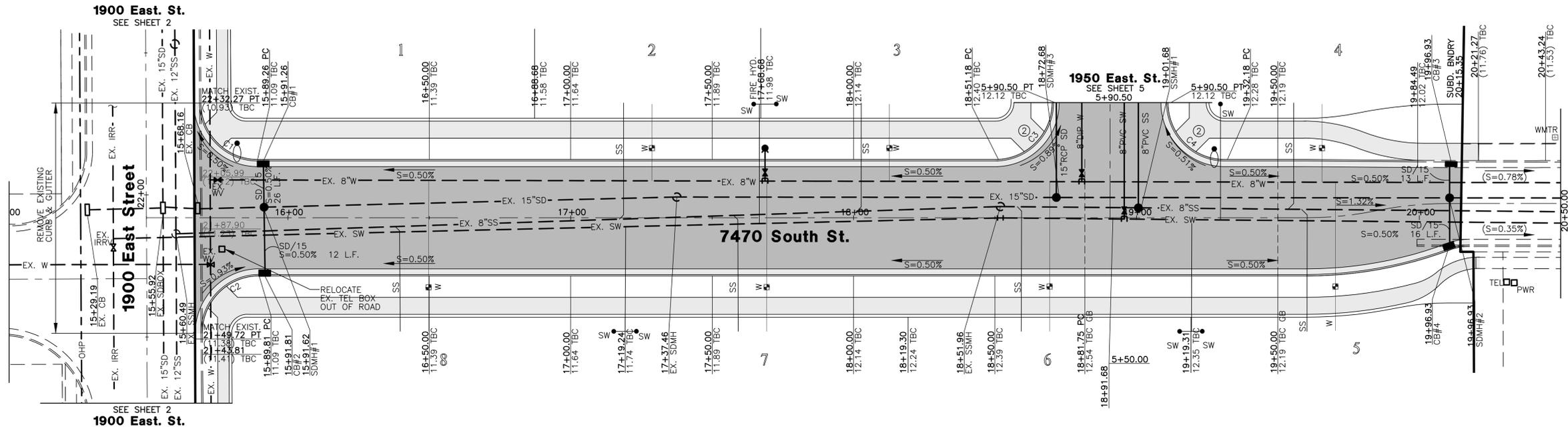
TBC Curve Data						
#	Delta	Radius	Length	Tangent	Chord	CH Length
C1	89°38'51"	20.00'	31.29'	19.88'	S44°56'40"E	28.20'
C2	90°30'04"	20.00'	31.59'	20.18'	S44°58'52"W	28.41'
C5	20°25'14"	145.50'	51.86'	26.21'	N80°01'17"E	51.58'
C6	20°28'19"	20.00'	7.15'	3.61'	S80°02'49"W	7.11'



- Construction Notes:**
- 1) ALL CONSTRUCTION IS TO CONFORM TO THE STANDARD DRAWINGS AND SPECIFICATIONS OF SOUTH WEBER CITY.
 - 2) CONSTRUCT HANDICAP RAMP PER ADA AND CITY REQUIREMENTS.
 - 3) ISOLATING VALVES WILL BE DETERMINED TO BE INSTALLED ON 7470 SOUTH STREET DURING CONSTRUCTION
- STORM DRAIN**
SD/15 - 15" RCP STORM DRAIN

Reeve & Associates, Inc.
4155 S. HARRISON BLVD., SUITE 310, OGDEN, UTAH 84403
TEL: (801) 621-3100 FAX: (801) 621-2666 www.reeve-assoc.com

REVISIONS	DATE	DESCRIPTION
	9/3/15	CITY COMMENTS ST
	2-24-16	CITY COMMENTS ER



Revised: 2-24-16

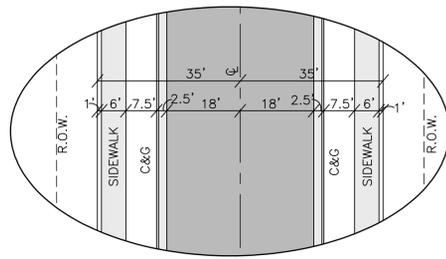
Valley Flats Subdivision
SOUTH WEBER CITY, DAVIS COUNTY, UTAH
7470 South St.
15+00.00 - 20+50.00



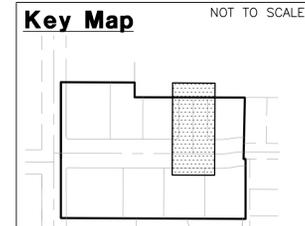
Project Info.
Engineer: J. NATE REEVE
Drafted: E. ROCHE
Begin Date: 09-25-14
Name: VALLEY FLATS SUBDIVISION
Number: 6383-01

Blue Stakes Location Center
Call: Toll Free 1-800-662-4111
Two Working Days Before You Dig

Sheet **4**
3 Sheets



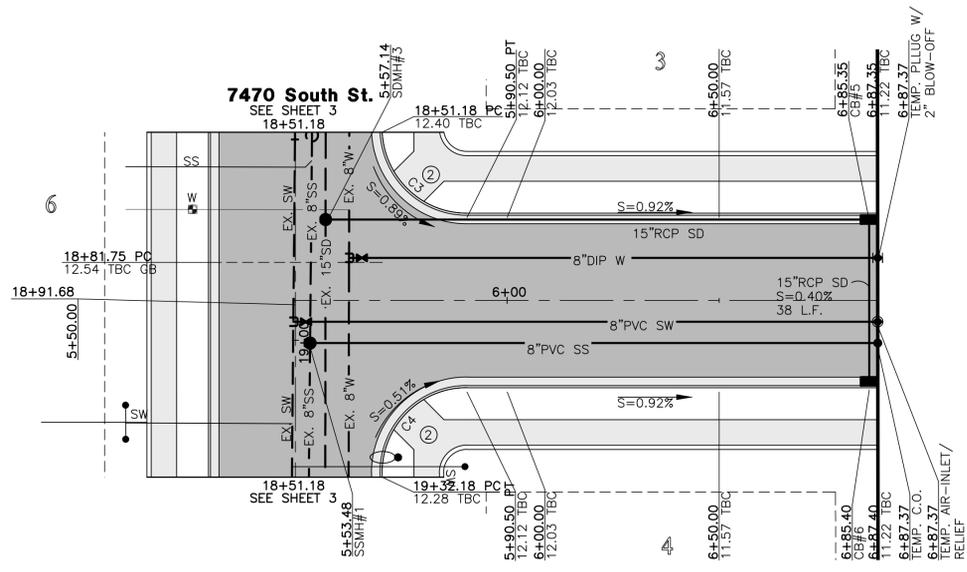
Street Dimensions
LOOKING UP-STATION



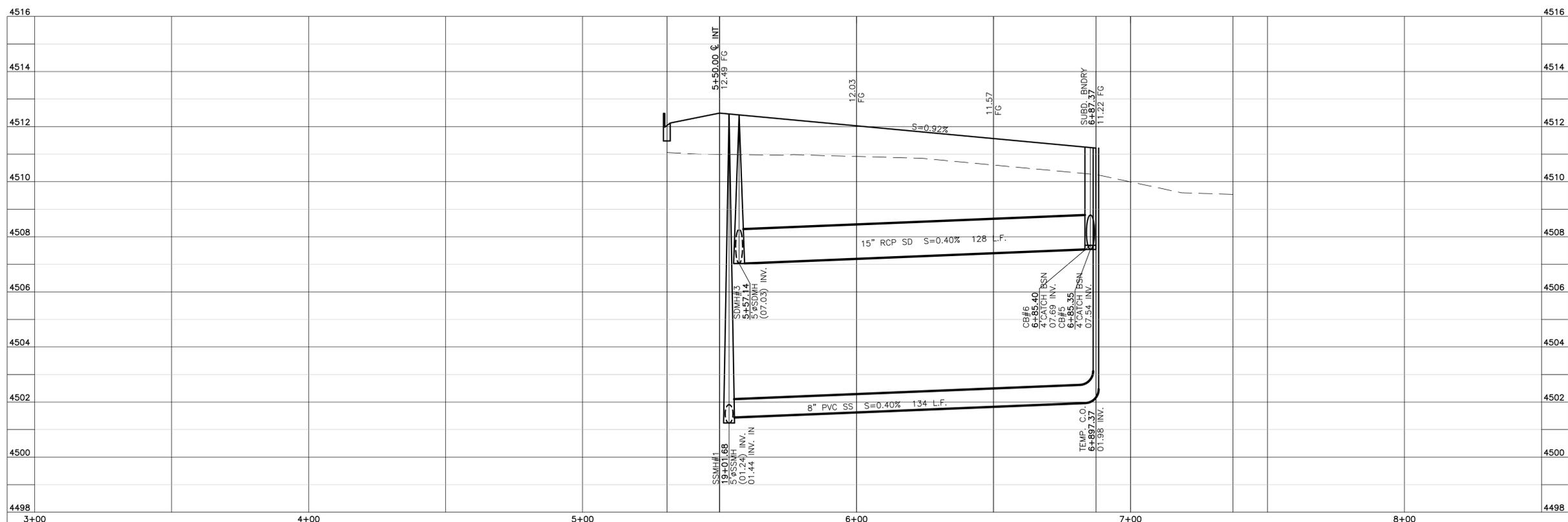
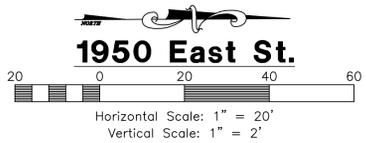
Construction Notes:

- 1) ALL CONSTRUCTION IS TO CONFORM TO THE STANDARD DRAWINGS AND SPECIFICATIONS OF SOUTH WEBER CITY.
- 2) CONSTRUCT HANDICAP RAMP PER ADA AND CITY REQUIREMENTS.

STORM DRAIN
SD/15 - 15" RCP STORM DRAIN



TBC Curve Data						
#	Delta	Radius	Length	Tangent	Chord	CH Length
C3	90°00'00"	20.00'	31.42'	20.00'	N45°13'54"E	28.28'
C4	90°00'00"	20.00'	31.42'	20.00'	S44°46'06"E	28.28'

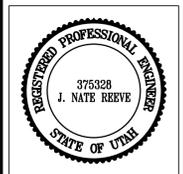


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TEL: (801) 621-3100 FAX: (801) 621-2666 www.reeve-assoc.com

REVISIONS	DATE	DESCRIPTION
	9/3/15	CITY COMMENTS - ST
	2-24-16	CITY COMMENTS - ER

Valley Flats Subdivision
SOUTH WEBER CITY, DAVIS COUNTY, UTAH

1950 East Street
5+00.00 - 7+50.00



Project Info.
Engineer: J. NATE REEVE
Drafted: E. ROCHE
Begin Date: 09-25-14
Name: VALLEY FLATS SUBDIVISION
Number: 6383-01

Blue Stakes Location Center
Call: Toll Free 1-800-662-4111
Two Working Days Before You Dig

Sheet	4
	Sheets

RESOLUTION 16-14

FINAL PLAT: VALLEY FLATS SUBDIVISION

Parcel #'s 13-033-0060, 13-033-0061, & 13-033-0064

WHEREAS, the South Weber City Planning Commission reviewed the final plat for Valley Flats 8-lot Subdivision located at approx. 7470 S. 1900 E., and consisting of approximately 3.2 acres, at a public hearing on the 23rd of October 2014, and several public meetings including the 27th of August, 2015, during which a final favorable recommendation was made; and

WHEREAS, the City Council reviewed the final plat for said subdivision and held a public hearing on the 22nd of September, 2015; and

WHEREAS, a review of the final plat and plans has been determined by City staff that the conditions set forth by the Planning Commission and City Council have been met; and

BE IT THEREFORE RESOLVED by the South Weber City Council that the final plat for the Valley Flats Subdivision is hereby approved subject to the following conditions:

1. The development shall pay a fee “in lieu” of providing a detention basin for the subdivision. The amount of this fee shall be determined by having the development “buy into” the oversizing of the Memorial Park Detention Basin. This will be finalized in a separate Cost Share Agreement prepared by the City and signed by the developers, to be recorded concurrently with the subdivision plat.

PASSED AND APPROVED by the City Council of South Weber this **8th day of March, 2016.**

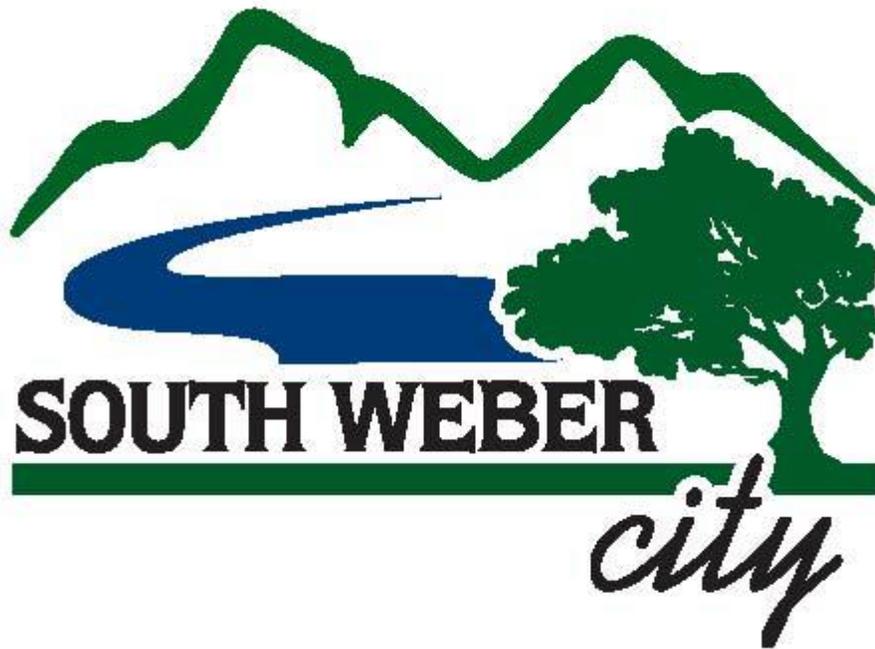
ATTEST:

MAYOR: Tamara Long

Elyse Greiner, City Recorder

Roll call vote was as follows:

Mr. Thomas	yes	no
Mr. Poff	yes	no
Mr. Hilton	yes	no
Mr. Casas	yes	no
Ms. Poore	yes	no



Procurement Policy
2016

SOUTH WEBER CITY

(As adopted by Resolution 16-11)

PROCUREMENT POLICY

- I. Purpose and Scope.**
- II. Laws and Regulations.**
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I. Purpose and Scope.

The purpose of this policy is to establish procedures and guidelines for the procurement of supplies, services, and construction for the City of South Weber, and to ensure that all such purchases, or encumbrances, are of acceptable quality and are made equitably, efficiently and economically. Additional purpose of this policy is to establish procedures for the disposal of City property. Any deviations from this policy must have prior approval, in writing, from the City Council.

II. Laws and Regulations.

(1) Expenditures, purchases and encumbrances for the City shall conform to the provisions of this policy and applicable provisions of State law. No purchase shall be made and no encumbrance shall be incurred unless funds sufficient to cover the purchase, or encumbrance are available and the purchase is approved by the appropriate City official(s) as defined in section (V) of this policy, except for emergencies as provided in Section 10-6-129, Utah Code Ann., 1953 and as provided in section (VIII) (4) of this policy.

(2) Notwithstanding the provisions of subsection (1) above, whenever a purchase or encumbrance is made with State or Federal funds and the applicable State or Federal law or regulation is in conflict with this policy to the extent that following the provisions of this policy would jeopardize the use of those or future State or Federal funds, such conflicting provisions of this policy shall not apply and the City shall follow the procedures required by the State or Federal law or regulation.

(3) The City shall maintain records pertaining to purchases and encumbrances made under this policy in accordance with the Utah Government Records Access and Management Act.

III. Definitions.

As used in this Policy, the following words shall mean:

(1) “**City**” means the City of South Weber, Utah, its council, and employees authorized by the City to make purchases for the City.

(2) “**Construction Projects**” means the process of building, renovating, altering, improving, or repairing public buildings or public works. “Construction Projects” does not mean the routine operation, repair, or maintenance of existing structures, buildings, or real property.

(3) “**Procurement**” means buying, purchasing, renting, leasing, leasing with an option to purchase, or otherwise encumbering the City as a means of acquiring supplies, services, or construction, and all functions that pertain to the obtaining of supplies, services, or construction, including the solicitation of sources, selection, award, and all phases of contract administration.

(4) “**Professional Services**” means the furnishing of services for auditing, banking, insurance, engineering, legal, architectural, and other forms of professional consulting.

(5) “**Responsible Bidder**” means a person who submits a bid to furnish supplies, services or construction for the City pursuant to and in accordance with the terms and conditions of this policy and who furnishes, when requested, sufficient information and data to prove his or her financial resources, production or service facilities, service reputation and experience are adequate to the satisfaction of the City.

(6) “**Service Contract**” means any agreement for maintenance and services as may be required for the upkeep and repair of equipment, facilities, etc.

(7) “**Services**” means the furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. “Services” does not include employment agreements.

(8) “**Supplies**” means all property, including but not limited to equipment, materials, and printing. “Supplies” does not include real property or any interest therein.

IV. Purchase Orders.

Before orders may be placed for the purchase of supplies, services or construction having a unit value of \$1,000.00 or more, a Purchase Order shall be submitted to the City Manager, or designee, for approval, except in circumstances permitted by this policy (i.e. emergency purchases). The City Manager, or designee, shall review all Purchase Orders to ensure the expenditure requested is for a City purpose, funds are available to cover the expenditure, and the purchase is being made according to the purchasing rules and regulations contained herein. A

Purchase Order shall not be required for service contracts entered into between the City and the contracted party which specify the cost of service.

V. Approval, Review, and Verification.

(1) Department Heads. Purchases with a value of less than \$500 require approval by the Department Head, or designee. A Department Head, or designee, is responsible to verify the procedures set forth herein have been accurately followed prior to giving approval. Department Heads are responsible to ensure there are sufficient funds budgeted and available within their department's budget to cover the purchase(s) or encumbrance(s) to be made.

(2) City Manager. Purchases above \$500 for budgeted items require prior approval of the Department Head, or designee, and the City Manager, or designee. The City Manager, or designee, shall verify the procedures set forth herein have been accurately followed prior to giving approval, and shall ensure there are sufficient funds budgeted and available to cover the purchase(s) or encumbrance(s) to be made. For items less than \$5,000 that are not budgeted for, require prior approval of the Department Head, or designee, and the City Manager, or designee. The City Manager shall ensure there are sufficient funds available within the general fund to cover the purchase or encumbrance without exceeding the budget.

(3) City Council. Purchases of \$5,000 or more for items not budgeted for require the approval of the Department Head, or designee, City Manager, or designee, and the City Council. The City Manager, or designee, shall verify that the procedures set forth herein have been accurately followed prior to the City Council giving approval.

(4) Review. The City Manager, or designee, shall review all procurements or encumbrances made to ensure accuracy and compliance with this policy.

(5) Verification and Approval for Payment. The Department Head, or designee, shall verify that all goods and services have been satisfactorily received prior to payment.

VI. Formal Bidding Procedures.

(1) Determination. When the City intends to purchase capital equipment, undertake a building improvement or a construction project it shall cause:

(a) plans and specifications to be made for the equipment, building improvement or public works project; and

(b) an estimate of the cost of the equipment, building improvement or public works project to be made.

If the estimated cost of the equipment, building improvement or public works project exceeds the bid limits set forth in this section and if the City determines to proceed with the project, the City shall follow the formal bidding procedures set forth in this section. If the estimated cost of the equipment, building improvement or public works project does not exceed the bid limits set forth in this section and if the City determines to proceed with the project; the City shall refer to the informal bidding procedures set forth in section (VII) of this policy.

(2) Type of Purchases and Bid Limits. The following are the types of purchases and bid limits for which formal bidding procedures apply.

- (a) Capital Equipment purchases estimated to cost \$25,000 or more.
- (b) Construction Projects estimated to cost \$25,000 or more.

(3) Plans and Specifications. The City shall cause plans and specifications to be prepared and approved prior to any advertisement for bids.

(4) Invitation for Bids. An invitation for bids shall be prepared by the City and shall, at a minimum, include the following:

- (a) a description of the goods or services to be purchased or work to be performed;
- (b) contract terms, conditions and bond requirements applicable to the purchase or work;
- (c) the criteria that will be used to evaluate the bid;
- (d) notification of the location where plans, specifications and other information may be obtained;
- (e) the time and place of the bid opening; and
- (f) the right of the City to reject any and all bids.

(5) Notice. At a minimum, public notice of the invitation for bids shall be published in accordance with State law. The need for additional notice shall be determined on a case-by-case basis.

(6) Amending Invitation. The City may amend, supplement, or cancel the invitation at any time prior to the opening of the bids when deemed in the best interest of the City.

(7) Sealed Bids. All bids received by the City shall be in sealed envelopes. The envelopes shall not be opened prior to the time set for opening of the bids, except as provided in Subsection (7).

(8) Correction of Bids. The City may permit correction or withdrawal of bids prior to any bid opening. After bid opening, no changes in bid prices may be permitted; however, the City, in its discretion and upon a showing of hardship by the bidder, may allow the withdrawal of a bid containing a substantial error. Any decision to permit the correction or withdrawal of bids shall be supported, in writing, by the City.

(9) Opening Bids. Bids shall be opened in public and in the presence of one or more documented witnesses at the time and place designated in the Invitation for Bids.

(10) Recording Bids. The total amount of each bid and the name of the bidder shall be read aloud as the bids are opened, and such information shall be recorded and open to public inspection.

(11) Evaluating Bids. At the time of opening, the bids shall be briefly evaluated by the City to determine the apparent lowest responsible and responsive bidder based on the criteria set forth in the Invitation for Bids (VI) (3).

(12) Determination. The City shall, within a reasonable time following the bid opening, determine the lowest responsible and responsive bidder and, when deemed necessary, may request additional information with respect to the responsibility of a bidder. The unreasonable failure of a bidder to promptly supply information or proof regarding responsibility may be grounds for a determination of non-responsibility and/or non-responsiveness of the bidder.

(13) Award. Following sufficient evaluation of the bids the City Council may later accept, reject, or modify the determination and thereupon award the contract or reject any and all bids.

(14) Cancellation and Rejection of Bids. The City reserves the right to cancel an invitation for bids or to reject any or all bids. Such cancellation or rejection shall be in writing. If, after cancellation or rejection of all bids, the City decides to make the purchase or encumbrance, it shall, when required by State law, repeat sections (3) thru (12) above. If after repeating sections (3) thru (12) above, no satisfactory bid is received, the City may proceed to negotiate or make the improvement or acquisition or enter such other agreements as it deems necessary or desirable.

(15) Tie Bids. If two or more bids received are for the same total amount or unit price, and all other criteria being equal, the City shall inform the tied bidders of the fact and invite new bids from those tied. The City shall then accept the lowest bid made by and after equal and fair opportunity to re-bid.

(16) Bonds. Prior to entering any contract hereunder, the City may require performance and payment bonds to be provided in such form and amounts as required by law and by the City as reasonably necessary to protect the best interest of the City.

(17) Exceptions. Any exceptions to the procedures set forth in this section must be in the best interest of the City and must have prior, written approval by the Mayor, or designee. Exceptions include emergency repairs and expenditures that fall below the bid limits set forth in section (VI) (1).

VII. Informal Bidding Procedures (Quotes).

(1) Type of Purchase. The following are the types of purchases and amounts for which informal bidding procedures apply.

- (a) Capital Equipment purchases estimated to be between \$2,500 and \$24,999.
- (b) Construction Projects estimated to be between \$2,500 and \$24,999.

(2) Bidding Procedure.

- (a) Invitation for Bids. When possible, the purchaser shall solicit a minimum of three (3) written bids. Such bids shall be recorded and kept by the City.
- (b) Evaluation. The City shall review and evaluate the bids based on such criteria as deemed appropriate.
- (c) Determination. The City shall determine the lowest responsible and responsive bidder and award the contract to such bidder.

(d) Bid Award. Prior to awarding the bid, the purchaser shall verify proper approval has been granted in accordance with the approval procedures set forth in section (V) of this policy.

(e) Exceptions. Exceptions to the procedures set forth in this section must be in the best interest of the City and must have prior, written, approval by the City Manager. **VIII. Exempt Expenditures.**

The following expenditures shall be referred to as exempt expenditures and may be made with or without the formal or informal bidding procedures but shall be made with as much competition as practicable under the circumstances and in accordance with the approval policy in (V) of this policy.

(1) Minor. Expenditures amounting to less than \$2,500, unless otherwise deemed necessary or in the best interest of the City. It shall be unlawful to artificially divide a purchase or expenditure so as to constitute a minor expenditure under this subsection.

(2) Single Source. Expenditures for goods or services which, by their nature, are not reasonably adapted to award by competitive bidding. These expenditures include goods or services which can be purchased only from one source; contracts for additions to and repair and maintenance of equipment already owned by the City which may be more efficiently added to, repaired or maintained by a certain person or firm; and equipment which, by reason of the training of City personnel or an inventory of replacement parts, is compatible with the existing equipment owned by the City. Prior to any expenditure under this subsection, the City shall determine, in writing, that the requirements of this subsection have been satisfied.

(3) Professional Services. Professional services, by their nature, are not reasonably adapted to award by competitive bidding. Such services shall be obtained according to the guidelines of section (IX) of this policy.

(4) Emergency. Expenditures made under the existence of an emergency condition when unforeseen circumstances arise which threaten the public's health, welfare or safety, as provided by State law. Following an emergency expenditure, and as soon as practicable, a purchase order shall be filled out and submitted by the department for which the emergency purchase was made. Such purchase orders shall be treated as regular purchase orders and shall require the appropriate approval signatures as defined under section (V) of this policy.

(5) State Bidding. Expenditures for which competitive bidding or price negotiation has already occurred at the State level.

(6) Inter-local Cooperation. Expenditures made in conjunction with an agreement approved by resolution of the City Council between the City and another city or governmental entity.

(7) Other Exemptions. Additional exemptions may be granted by the City Council.

(8) Exceptions. In the event that a project should have a change order or a price variance due to unknown or unforeseen circumstances, conditions, and/or factors affecting the outcome of the

project, the City Manager shall notify the council of any condition that would exceed 20% of the original bid/quote amount.

IX. Service Contracts and Professional Services.

Service Contracts and Professional Services shall be awarded at the discretion of the City based on the City's evaluation of the professional qualifications, service ability, experience, cost of services, and other applicable criteria as may be established. Prior to entering into a service contract, the City shall determine that it is within the best interest of the City to do so, and that as many providers as practical have been considered for the service. Approval of such contracts shall be in accordance with this policy and all aspects of the service contract shall be reviewed, by the City, prior to entering into any contract for goods and services. When reasonable, more than one proposal shall be submitted from prospective service providers.

X. Petty Cash.

The City shall maintain a petty cash fund. The total amount of cash, vouchers and receipts in the petty cash fund shall not exceed two hundred dollars (\$300). The petty cash fund shall be kept in a locked box and maintained by the City Treasurer. Any employee receiving money from the petty cash fund shall sign a Petty Cash Voucher showing the amount received and an explanation of the intended use of the money. Within a reasonable time, after making the expenditure, the employee shall return any excess money to the petty cash fund and staple the receipt for the expenditure to the Petty Cash Voucher.

XI. City Credit Cards.

(1) Purchases. Employees/officials who have been issued a City credit card may use such card for purchases and are encouraged, whenever possible, to use vendors with whom the City has an existing account. The card holder must deem that using the credit card is in the best interest of the City and would expedite the purchase process. Purchases made with city credit cards shall require a receipt for all purchases, and such receipt shall be turned in with the credit card statement.

(2) Review. The City Treasurer shall review all credit card statements.

(3) Ethics. Departments and employees using City credit cards must abide by the ethics policy contained herein. Anyone found in violation of this policy may be subject to disciplinary action up to and including termination and may be subject to prosecution under the law.

(4) All employees who have access to a city credit card shall sign a credit card use agreement.

XII. Disposal of Property.

(1) Except as set forth in Subsection (2) below, all disposals, leases, or subleases of public property of the City shall be made, as nearly as possible, under the same conditions and limitations as required by this policy in the purchase of public property, provided the City may

also authorize, at its discretion and under such terms and conditions as it may deem desirable, fair, and appropriate considering intended use, property tax value, and the interests of the City, the following:

- (a) the sale of any surplus property at public auction;
- (b) after the receipt of sealed bids,
- (c) the trade or exchange of any surplus property; and
- (d) the lease or sublease of any surplus property.

(2) Disposal, lease, sublease or exchange of public real property with an estimated value of greater than \$5,000 shall be made in compliance with the following requirements:

- (a) An appraisal shall be obtained establishing the fair market value of the property for lease, exchange or purchase;
- (b) The property shall be disposed of by the acceptance of sealed bids, at public auction, or by some other means of disposal reasonably calculated to obtain equivalent fair market value including, but not limited to, negotiated sale or exchange;
- (c) The City may consider the nature of the property to be disposed of, the interest of adjacent property owners and the proposed benefit to be derived by the bidder(s) in deciding how and to whom it will dispose of real property and such factors may be taken into account in determining the manner of disposal in the public interest;
- (d) Disposal of real property shall be in accordance with the requirements of state law.

XIII. Ethics.

(1) Officers or employees of the City having a direct or indirect pecuniary interest in any contract entered into by the City shall disclose such interest and all officers and employees are required to comply with applicable provisions of State law regarding ethics, including the Utah Municipal Officers' and Employees' Ethics Act, Utah Code Ann. 10-3-1301, et seq., as amended and adopted by the City.

(2) Personal Use. Purchases of supplies, services, or equipment by the City for personal use by officers or employees of the City are prohibited. Exceptions to this section must be approved by the City Manager.

(3) Violation. Violations of this section by officers or employees of the City may be cause for disciplinary action up to and including termination, in accordance with the disciplinary procedures as set forth in the Personnel Policies and Procedures, as set forth by the city.

RESOLUTION 16-11

PROCUREMENT POLICY - AMENDED

WHEREAS, the City of South Weber utilizes a Procurement Policy to provide procedures and guidelines for the procurement of supplies, services and construction for the City; and

WHEREAS, from time to time it becomes necessary to amend the Procurement Policy in order to stay current with common practices; and

WHEREAS, the South Weber City Council has reviewed the amendments and recommendations as prepared by the administrative staff;

BE IT THEREFORE RESOLVED by the South Weber City Council that the attached Procurement Policy, as amended, is hereby adopted, and shall be effective upon approval of this resolution.

PASSED AND ADOPTED by the City Council of South Weber this **8th day of March 2016**.

APPROVED

Tamara Long, Mayor

Attest:

Elyse Greiner, City Recorder

Roll call vote was as follows:

Mr. Taylor	yes	no
Mr. Sjoblom	yes	no
Mr. Hyer	yes	no
Mr. Casas	yes	no
Ms. Poore	yes	no