



WEST POINT CITY COUNCIL NOTICE & AGENDA

West Point City Hall
3200 West 300 North
West Point City, UT 84015
June 21, 2016

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeff Turner
City Manager
Kyle Laws

ADMINISTRATIVE SESSION

6:00 pm (Board Room)

1. **Discussion of the FY2017 Budget** – Mr. Boyd Davis [page 5](#)
2. **Discussion of Municipal Wastewater Planning Program** – Mr. Paul Rochell [page 25](#)

GENERAL SESSION

7:00 pm (Council Chamber)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer** (Please 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 Follow-Up** – Mr. Boyd Davis
7. **Citizen Comment** (If you wish to make comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of 2 ½ minutes. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives)
8. **Consideration of Approval of Minutes from the June 7, 2016 City Council Meeting** [page 43](#)
9. **Consideration of Resolution 06-21-2016A, the Adoption of the FY2017 Schedule of Fees for West Point City and All Related Agencies** – Mr. Boyd Davis [page 7](#)
10. **Consideration for Approval of the First Amendment of the Wise Country Meadows Phase 2 Subdivision** – Mr. Boyd Davis [page 52](#)
11. **Consideration for Approval of the Second Amendment of the Wise Country Meadows Phase 2 Subdivision** – Mr. Boyd Davis [page 53](#)
12. **Consideration of Resolution No. 06-21-2016B, the Adoption of the Municipal Wastewater Planning Program** – Mr. Paul Rochell [page 29](#)
13. **Motion to Adjourn**

CDRA Meeting

7:00 pm (Council Chamber)

1. **Call to Order**
2. **Communications and Disclosures from Board**
3. **Communications from Staff**
4. **Consideration of Approval of Minutes from the June 7, 2016 CDRA Meeting** [page 54](#)
5. **Consideration of Resolution No. R06-21-2016, Adoption of the FY2017 Final Budget for the CDRA of West Point City** – Mr. Boyd Davis [page 21](#)
6. **Consideration of Resolution No. R06-21-2016B, Adoption of the CDRA of West Point City Meeting Schedule for Calendar Year 2016** – Mrs. Casey Arnold [page 56](#)

Posted this 16th day of June, 2016

CASEY ARNOLD, CITY RECORDER

If you plan to attend this meeting and, due to disability, will need assistance in understanding or participating therein, please notify the City at least twenty-four(24) hours prior to the meeting and we will seek to provide assistance.

West Point City 2016 Calendar

June	7	City Council-7pm	December	
	9	Planning Commission-7pm	2	Christmas Party-7pm
	11	Miss West Point Pageant SHS-7pm	5	City Hall Lighting Ceremony-6:00 pm
	20	Senior Lunch-11:30am	6	City Council-7pm
	21	City Council-7pm	8	Planning Commission-7pm
	23	Planning Commission-7pm	19	Senior Lunch-11:30am
July	4	Independence Day-Closed	20	City Council-7pm
	5	City Council-7pm	23	Cemetery Luminary-4pm
	14	Planning Commission-7pm	26-27	Christmas-Closed
	18	Senior Lunch 11:30am	January 2017	
	19	City Council-7pm	6-7	Council Retreat
	25	Pioneer Day-Closed		
	28	Planning Commission-7pm		
August	2	City Council-7pm		
	4	Summer Party-5pm		
	11	Planning Commission-7pm		
	16	City Council-7pm		
	19	Senior Dinner-5:00pm		
	25	Planning Commission-7pm		
September	5	Labor Day-Closed		
	6	City Council-7pm		
	8	Planning Commission-7pm		
	19	Senior Lunch-11:30am		
	20	City Council-7pm		
	22	Planning Commission-7pm		
October	4	City Council-7pm		
	6	Cemetery Cleaning		
	12	Council/Staff Lunch-11:30am		
	13	Planning Commission-7pm		
	14	Halloween Carnival-7pm		
	17	Senior Lunch-11:30am		
	18	City Council-7pm		
	27	Planning Commission-7pm		
November	1	Election Day		
	5	Flags on Veteran's Graves YC		
	10	Planning Commission-7pm		
	11	Veteran's Day-Closed		
	15	City Council-7pm		
	21	Senior Lunch-11:30am		
	24-25	Thanksgiving-Closed		

TENTATIVE UPCOMING ITEMS

Date: 7/5/2016

No Meeting

Date: 7/19/2016

Administrative Session – 6:00 pm

1. **Joint Meeting with Planning Commission to discuss General Plan**
2. Code Enforcement Update – Mr. Bruce Dopp
3. Citizen Comment Follow-up – Mr. Kyle Laws

General Session – 7:00 pm

1. Citizen Comment Follow-up – Mr. Kyle Laws

Date: 8/2/2016

Administrative Session – 6:00 pm

1. 4th of July Wrap-Up – Mrs. Jolene Kap
2. Discussion of the Property Tax Rate for the 2016 Taxable Year for West Point City – Mr. Kyle Laws

General Session – 7:00 pm

1. Citizen Comment Follow-up – Mr. Kyle Laws
2. Youth Council Update
3. Consideration of Resolution No. 06-21-2016B, Adoption of the Property Tax Rate for the 20156 Taxable Year for West Point City – Mr. Kyle Laws
 - a. Public Hearing
 - b. Action
4. Consideration of Ordinance No. 06-21-2016 A, Adoption of the FY2017 Final Budget and Compensation Schedule for Employees and Officers of the City – Mr. Kyle Laws
 - a. Public Hearing
 - b. Action

FUTURE ITEMS

Administrative Session

1. Discussion of Street Light Replacement – Mr. Kyle Laws
2. Building Rental Fees & Policy – Mr. Kyle Laws
3. Interlocal Agreement with Davis County for Property use West of Blair Dahl Park – Mr. Kyle Laws
4. Discussion of Pheasant Creek Property/Park – Mr. Kyle Laws
5. Consideration of Approval of the Payback Agreement for the Homewood Subdivision – Mr. Boyd Davis
6. Consideration of Final Approval of the Mackay Subdivision– Mr. Boyd Davis
7. Discussion Regarding the Junk Car Ordinance – Mr. Boyd Davis

General Session

1. Citizen Comment Follow-Up – Mr. Kyle Laws

CDRA

1. Resolution Amending the Interlocal Agreement Between the CDRA of West Point and West Point City – Mr. Randy Sant

c.

City Council Staff Report

Subject: FY2017 Fee Schedule and CDRA Budget
Author: Kyle Laws
Department: Executive
Date: June 21, 2016



BACKGROUND

Each year cities and towns in the State of Utah are required to adopt a balanced budget for the upcoming fiscal year (July 1- June 30) on or before the 22nd of June. The tentative budget was presented to the City Council at the meeting on May 3rd as required by law. Council and Staff discussed an overview of revenues and expenditures, changes from the FY2016 Budget, the Employee Pay Plan, and other budget options. On May 17th we discussed proposed changes to the City's Capital Improvement Plan (CIP) and budgets for the City's enterprise, Capital Projects, and Special Revenue funds. The City Council also approved the Tentative Budget for Fiscal Year 2016. On June 7th we discussed additional changes to the proposed Tentative Budget, proposed changes to the City Fee Schedule, the process for approving a property tax rate.

On June 21st the City Council will consider approval of the City Fee Schedule and the CDRA Board will consider approval of the FY2017 Budget.

ANALYSIS

City Fee Schedule

We have proposed several changes to the City Fee Schedule as shown in the Tentative Budget Document and as discussed at the meeting on June 7th. The City Council will consider adopting the new Fee Schedule, by resolution. The effective date for the revised Fee Schedule will be July 1, 2015.

Approving a Property Tax Rate

The Davis County Assessor has indicated that property values in West Point City have increased by 11.87% this year. As discussed at the last Council meeting, the increase in valuation results in a decrease in the tax rate. Even though the rate decreases, revenues will increase slightly, because of new growth. The Council has expressed an interest in considering a rate that is higher than the Certified Rate. We will hold a Truth in Taxation public hearing on August 16th and the Council will approve a tax rate at that time. The Council will also approve the Final Budget for Fiscal Year 2017 at that time. The table below shows several options that could be considered for adopting the property tax rate in August. These options range from the certified rate (.000984) to the current rate (.001036).

Potential Rates	Revenue	
0.000984	400,443	Certified Rate
0.000990	402,884	
0.001000	406,954	
0.001010	411,024	
0.001020	415,093	
0.001030	419,163	
0.001036	421,604	2015 Rate

RECOMMENDATION

Staff would recommend approval of the revised Fee Schedule and the FY2015 Amended Budget for West Point City. Staff recommends that the CDRA approve the amended budget for Fiscal Year 2016 and the final budget for Fiscal Year 2017.

SIGNIFICANT IMPACTS

There are no significant impacts at this time.

ATTACHMENTS

- Resolution No. 06-21-2016A, the Adoption of the FY2017 Schedule of Fees for West Point City
- FY2017 Schedule of Fees
- Resolution No. R06-21-2016A, Adoption of the FY2017 Final Budget for the CDRA of West Point City
- FY2017 Final Budget

RESOLUTION NO. 06-21-2016A

**A RESOLUTION ADOPTING A SCHEDULE OF FEES
FOR WEST POINT CITY FISCAL YEAR 2017**

WHEREAS, the City provides various services to the public which benefit those consuming said services; and

WHEREAS, the City seeks to support the provision of these services in part or in full by levying or establishing certain fees associated with the provision of said services; and

WHEREAS, the City Manager has prepared a schedule of fees for Fiscal Year 2017 which suggest various amendments to the current fee schedule; and

WHEREAS, these proposed fees are delineated and attached hereto;

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED AS FOLLOWS:

SECTION ONE: FEE SCHEDULE ADOPTED

The Fee Schedule for West Point City for Fiscal Year 2017 as attached hereto and amended by the Council, stands adopted and becomes effective July 1, 2016 or as otherwise stated in the Fee Schedule.

PASSED AND ADOPTED this 21st day of June, 2016.

WEST POINT CITY,
A Municipal Corporation

By: _____
Erik Craythorne, Mayor

ATTEST:

Casey Arnold, City Recorder

West Point City Fee Schedule Fiscal Year 2016

Football registration fee effective upon approval
All other fees effective July 1, 2015
Effective July 1, 2016

DESCRIPTION	Fiscal Year 2015 Amount
ADMINISTRATIVE and BUSINESS LICENSE FEES	
Election Filing Fee	\$25
<u>Returned Check Fee</u>	<u>\$45</u>
Beer licenses (Class A)	\$250
Beer licenses (Class B)	\$300
Beer licenses (Class C)	\$350
Business Regulatory Fee	\$35
Nurseries	\$85
Agriculture Equipment and Repair	\$85
Veterinary Services	\$85
Agriculture Supplies and Support	\$85
Landscaping Services and Supplies	\$85
Sporting Equipment and Supplies	\$85
Firearms	\$85
Construction Services and Supplies	\$85
Manufacturing Equipment and Supplies	\$85
Industrial	\$85
Industrial and Manufacturing Support	\$85
Trucking	\$85
Public Transportation	\$85
Telecommunication Services	\$85
Telephone	\$85
Power/Natural Gas	\$85
Auto Wash and Detail	\$85

Towing	\$85
Electrical	\$85
Plumbing	\$85
Parking Services and Facilities	\$85
Storage/Warehouse	\$85
Wholesale Processing and Support	\$85
Shipping and Goods Transportation	\$85
Restaurant	\$85
Restaurant with Alcohol	\$85
Private Club or Bar	\$85
Fast Food or Cafe	\$85
Commercial Shopping Center/Retail Store	\$50 per 1,000 sq. ft.
Office/Institutional	\$45 per 1,000 sq. ft.
Business Park	\$35 per 1,000 sq. ft.
Light Industrial	\$35 per 1,000 sq. ft.
Manufacturing	\$35 per 1,000 sq. ft.
Grocery (Under 10,000 square feet)	\$85
Grocery (10,000 square feet and above)	\$85
Gas Station	\$85
Pawn Broker	\$85
Auto Sales	\$85
Auto Repair and Service	\$85
Subscriptions/Coupons/Tickets	\$85
Auctions	\$85
Insurance Sales	\$85
Broker	\$85
Real Estate	\$85
Financial Planning	\$85
Business Support Services	\$85
Bank/Credit Union	\$85

Salons/Barber/Beauty	\$85
Funeral	\$85
Medical/Dental/Therapy	\$85
Fitness	\$85
Entertainment and Amusement	\$85
Legal Services	\$85
Dry Cleaning and Clothing Repair	\$85
Upholstery	\$85
Copy and Supplies	\$85
Apartment/Multi-family/Trailer Park	\$85
Bed and Breakfast	\$85
Hotel	\$85
Motel	\$85
Extended Stay	\$85
Bowling	\$85
Hospital/Care Center	\$85
Daycare/Preschool	\$85
Sexually Oriented Business	\$85
Sexually Oriented Business applications and businesses - nonrefundable initial application and investigation fee (all applications)	\$100
Home Occupation - all	\$50
Contractors - General	\$50
Contractors - Sub Contractors	\$50
Duplicate License	\$15
Business License late fee	\$25
Christmas tree sales license (not prorated)	\$30 w/ \$70 deposit
Fireworks stands (not prorated)	\$350 w/ clean-up deposit of \$300
Home occupation license late fee (after February 1st)	\$25
Solicitor's License	\$50
<u>Disproportionate Fees:</u>	

Gas Station	\$250/Year
Grocery w/ Beer	\$350/Year
Bar/Private Club	\$300/year
Bowling with Alcohol	\$500/Year
Pawn Shop	\$900/Year
Arcade	\$350/Year
Entertainment/Theater	\$200/Year
Restaurant with Alcohol	\$200/Year
Hotel/Motel/Extended Stay/Inn/Bed & Breakfast	\$400/Year
Apartments	\$15/Unit/Year
Temporary Permits	\$250/Year
Sexually Oriented Business	\$250/Year
Warehouse	\$250/Year
COPIES & PUBLICATIONS	
Photocopies	\$.10 each copy
Budget	\$20
Audit (CAFR)	\$10
Administrative Code	\$10
General Plan	\$10
Special reports or compilations (GRAMA) (Produced with managerial discretion)	\$25 per hour + copy or reproduction charges
BUILDING RENTAL	
Council Chamber Rental	\$25/hr. (2 hour min.)
Multi-purpose Area Rental	\$25/hr. (2 hour min.)
City Hall - Security Deposit	\$100
PLANNING AND ZONING FEES	
Board of Adjustment Hearing	\$200
Conditional Use Permit - Staff approved	\$50
Conditional Use Permit - Planning Commission	\$75 \$150 if notices must be sent out
Permanent Sign Permit	\$75

Temporary Sign Permit	\$10/sign
Recording	\$50 to City and applicable fees to Davis County Recorder
Rezone application	\$250
Annexation application	\$300
Subdivision Plat Amendment	\$300
Agricultural Protection Zone application	\$450 (\$100 refunded if protection zone is not approved)
Telecommunications Right of Way Application	\$500
SITE DEVELOPMENT REVIEW	
Construction guarantee bond (commercial)	\$30 per linear ft. (curb, gutter, sidewalk)
Construction inspection fee for all utilities	\$150 per lot
Final plat fee	\$600/plat, plus \$50 per lot
Preliminary plat fee	\$300/plat, plus \$25 per lot
Single Lot Plat (preliminary & final)	\$300
Final Site Plan Review Fee (Commercial)	\$600/site plan
CODE VIOLATION FEES	
Code Violations	<u>See West Point City Code</u>
CEMETERY	
<u>Resident</u>	
Adult Burial Plot	\$450
Adult Interment Fee	\$300
Perpetual care - Adult	\$100 if lot purchased before 9/1990
Child Burial Plot (full size plot)	\$450
Child Interment Fee	\$300
Perpetual care - Child	\$100 if lot purchased before 9/1990
Infant/Urn – Burial Plot (½ plot)	\$225
Infant/Urn – Internment Fee	\$200
Perpetual care – Infant (½ plot)	\$50 if lot purchased before 9/1990
Dis-interment	\$300

Transfer lot fee	\$15
After Business Hours Fee	\$100
<u>Non-Resident</u>	
Adult Burial Plot	\$600
Adult Interment Fee	\$700
Perpetual care - Adult	\$300 if lot purchased before 9/1990
Child Burial Plot (full size plot)	\$600
Child Interment Fee	\$700
Perpetual care - Child	\$250 if lot purchased before 9/1990
Infant/Urn – Burial Plot (½ plot)	\$300
Infant/Urn – Internment Fee	\$400
Perpetual care – Infant (½ plot)	\$250 before 9/1990
Disinterment	\$400
Transfer lot fee	\$15
After Business Hours Fee	\$100
PARKS	
Large pavilion (Per time period: 8AM-4PM or 4PM-10PM)	\$15 (residents) \$25 (non-residents)
Small pavilions (Per time period: 8AM-4PM or 4PM-10PM)	\$10 (residents) \$20 (non-residents)
Volleyball rental	\$5 rental fee \$15 ball deposit, if applicable (deposit refundable if returned by next business day)
Horseshoes	\$5 rental fee \$35 horseshoe set deposit, if applicable (deposit refundable if returned by next business day)
RECREATION <u>Program Registration Fees:</u> (Students at West Point Schools are charged the resident rate.)	
Coed T-Ball	\$40 resident \$50 non-resident
Coed Machine Pitch 1 st – 2 nd Grade	\$40 resident \$50 non-resident

Boys Baseball 3 rd – 4 th Grade	\$50 resident \$60 non-resident
Boys Baseball 5 th – 6 th Grade	\$50 resident \$60 non-resident
Boys Baseball Jr. High	\$50 resident \$60 non-resident
Girls Elementary Softball	\$50 resident \$60 non-resident
Girls Junior High Softball	\$50 resident \$60 non-resident
Basketball - 6 th Grade and younger	\$50 resident \$60 non-resident
Basketball - 7 th Grade and older	\$60 resident \$70 non-resident
Football	\$130 \$150 Equipment Charge for unreturned equipment.
Soccer (Spring)	\$40 resident \$50 non-resident
Soccer (Fall)	\$40 resident \$50 non-resident
Volleyball	\$40
Football Camp	\$20
Basketball Camp	\$20
Recreation Late Fee	\$10
DEVELOPMENT IMPACT FEES (Residential)	
West Point City Impact Fees:	
Park, Trails, and Recreation Impact Fee (Single Family)	\$2380. 86
Park, Trails, and Recreation Impact Fee (Multi- Family)	\$1780
Road Impact Fee (Single Family)	\$3403 1,529
Road Impact Fee (Multi-Family)	\$2382 \$1,063
Storm Drain Impact Fee	\$4,204 per acre
Sewer Impact Fee (Single Family)	\$241.72
Sewer Impact Fee (Multi-Family)	\$166.79
Water Impact Fee	See Schedule A
Non-City Impact Fees:	
North Davis Sewer Impact Fee (Residential)	\$3,256

North Davis Fire District Impact Fee (Single Family)	\$294.29 <u>138.68</u>
North Davis Fire District Impact Fee (Multi-Family)	\$287.80
DEVELOPMENT IMPACT FEES (Commercial)	
West Point City Impact Fees:	
Road Impact Fees (General Commercial)	\$3,578 <u>\$4,529</u> per 1,000 sq. ft of building space
Road Impact Fees (Professional Office)	<u>\$1,759 per 1,000 sq. ft of building space</u>
Road Impact Fees (Manufacturing/Industrial)	<u>\$1,114 per 1,000 sq. ft of building space</u>
Water Impact Fees	See Schedule A –attached
Storm Water Impact Fees	\$4,204 per acre
Sewer Impact Fees	\$241.72/ERU
Non-City Impact Fees:	
North Davis Fire District Impact Fee (Commercial)	Determined by North Davis Fire District
North Davis Sewer Impact Fee (Commercial)	Determined by North Davis Sewer District
SAFETY / INSPECTION FEES	
Building Permit Fee	Based on building valuation and square footage
Residential plan review and inspection fee	25% of permit fee
Re-inspection fee	\$47 <u>\$50</u>
<u>One-time inspection fee</u>	<u>\$25</u>
Commercial plan review and inspection fee	60% of building permit fees
Demolition Permit	\$150
Small Asphalt Excavation Permit (less than 360 sq. ft.)	\$3 per sq. ft. excavated and \$500 bond. Bond returned after asphalt is replaced and inspected.
Large Asphalt Excavation Permit (greater than 360 sq. ft.)	\$0.55 per sq. ft. and \$4.20 per sq. ft. bond. Upon positive inspection, bond returned 1 yr. after permit holder replaces asphalt.

New Street Excavation Permit (less than 2 years since last treatment) – in addition to other fees and applies only to large excavation permits	\$0.22 per sq. ft.
Curb, Gutter, or Sidewalk Excavation Permit	\$20.00 per ft. bond. Bond returned after concrete is replaced and inspected.
CONNECTION FEES	
Water Connection Fees:	
Meter installation/water connection (residential)	\$350 - 3/4 inch \$450 - 1 inch
Meter installation/water connection (commercial)	\$450 - 1 inch \$500 - 1.5 inch \$700 - 2 inches Cost+\$100 (2+inches)
Secondary water hook-up fee (3/4 inch)	Paid to D&W Canal Company
Secondary water hook-up fee (1 inch)	Paid to D&W Canal Company
City stock of culinary water	\$3,800/acre foot.
Fire Hydrant Connection Fees:	
Fire Hydrant Meter Set-up Fee	\$50 + water usage fee
Short Term Meter Rental (3 days or less)	\$10 + water usage fee
Long Term Meter Rental (4 days or more)	\$40 per month + water usage fee
Water Usage Fee	\$1.60 per 1,000 gallons greater than 10,000 gal.
Sewer Connection Fees:	
North Davis Sewer subdivision connection review fee	\$250
North Davis Sewer subdivision construction inspection fee	\$375
North Davis Sewer service connection review fee	\$125
North Davis Sewer service connection construction inspection fee	\$240
UTILITIES	
Garbage Can – New & Replacement (new can fee is charged with Building Permit)	\$85
Garbage can (monthly - 1 st can)	\$11.50
Garbage (monthly – additional can)	\$9.00 \$10.00

Green Waste can (monthly)	\$6.00
Green Waste (monthly – additional can)	\$6.00
Green Waste Can – New & Replacement (new can fee is charged with Building Permit)	\$85
Green Waste Service Cancellation Fee	\$12.00
General Curbside Recycling Replacement can	\$85
General Curbside Recycling can (monthly)	\$4.75
General Recycling (monthly-additional can)	\$4.75
Secondary water (monthly 3/4 inch) Up to one-third acre	\$21.58
Secondary water (monthly 3/4 inch) Greater than one-third acre	\$23.58
Secondary water (monthly 1 inch) Greater than one-half acre	\$27.50
Secondary water (monthly 1 inch) Greater than three-quarters acre	\$30.05
Secondary Water (monthly) Greater than one acre	Determined by D&W Counties Canal Co.
Sewer (residential monthly)	\$22.20 <u>\$25.20</u>
Sewer (commercial monthly base)	\$22.20 <u>\$25.20</u>
10,000 gallons +	\$1.65 <u>\$1.95</u> /1,000 gallons
Sewer (multi-family)	\$22.20 <u>\$25.20</u> per unit
Water (monthly base: 6,000 gallons)	\$23.75
6,001 – 10,000 gallons	\$1.40/1,000 gallons
10,000 gallons +	\$1.65/1,000 gallons
Storm System Maintenance and Construction Fee (Monthly Residential)	\$4.00
Storm System Maintenance and Construction Fee (Commercial)	Determined by residential equivalent (2,500 sq. ft.) of impervious area.
Utility deposit	\$60 utility deposit, refundable upon moving.
Meter tampering penalty	\$50 first occurrence, \$100 per occurrence thereafter
Utility Billing Shut-off Fee	\$25 first occurrence, \$45 per occurrence within 12 months of previous occurrence
Utility Billing Late Fee	\$15
Returned check fee	\$20

Schedule A

West Point City Commercial Impact Fees (Other jurisdictional impact fees may be additional)

Water Impact Fees

Basis: Connection Size (per connection)

Connection (inch)	Impact Fee
3/4" (13 gpm or less)	\$487
3/4" (13 to 25 gpm)	\$937
1" (40 gpm)	\$1,500
1 1/2" (50 gpm)	\$1,874
2" (100 gpm)	\$3,749
3" (350 gpm)	\$13,121

RESOLUTION NO. R06-21-2016A

**A RESOLUTION ADOPTING A
BUDGET FOR THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF
WEST POINT CITY FOR FISCAL YEAR 2017**

WHEREAS, the Community Development and Renewal Agency of West Point City was created to transact the business of a redevelopment agency and to exercise all of the powers provided for in the Utah Redevelopment Agencies Act, § 17B-4-101 et. seq., Utah Code Annotated (1953, as amended) and any successor law or act; and,

WHEREAS, Utah Code § 17B-4-1301 prescribes the form and methodology set forth by the Legislature and the State Auditor’s Office relative to CDRA budgets; and,

WHEREAS, the Executive Director of the Agency has prepared and presented to the Board an annual budget for Fiscal Year 2017; and,

WHEREAS, a public hearing was held and notification served according to law pertaining to the CDRA 2017 annual budget;

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the CDRA Board of West Point City that the hereto attached CDRA Budget is hereby adopted for Fiscal Year 2017.

IT IS FURTHER ORDERED, that a copy of the Budget be made available to the public for review and inspection at West Point City Hall during regular business hours.

PASSED AND ADOPTED this 21st day of June, 2016.

WEST POINT CITY,
A Municipal Corporation

By: _____
Erik Craythorne, CDRA Chair

ATTEST:

Kyle Laws, Executive Director

Casey Arnold, Secretary

Account Number	Account Title	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2017 Approved Budget
CDRA FUND						
REVENUE						
85-31-08	Interfund Loan	.00	.00	20,000.00	20,000.00	20,000.00
85-31-09	Proceeds From Long-term Debt	.00	.00	1,200,000.00	1,200,000.00	.00
Total REVENUE:		.00	.00	1,220,000.00	1,220,000.00	20,000.00
Source: 38						
85-38-80	Interest Earnings	.00	18.59	.00	.00	.00
Total Source: 38:		.00	18.59	.00	.00	.00
EXPENDITURES						
85-44-62	Project Expenses	.00	.00	1,200,000.00	1,200,000.00	.00
85-44-63	Administration	.00	15,682.48	20,000.00	20,000.00	20,000.00
Total EXPENDITURES:		.00	15,682.48	1,220,000.00	1,220,000.00	20,000.00
Department: 84						
85-84-15	Interest Expense	.00	800.00	.00	.00	.00
Total Department: 84:		.00	800.00	.00	.00	.00
CDRA FUND Revenue Total:		.00	18.59	1,220,000.00	1,220,000.00	20,000.00
CDRA FUND Expenditure Total:		.00	16,482.48	1,220,000.00	1,220,000.00	20,000.00
Net Total CDRA FUND:		.00	16,463.89-	.00	.00	.00
Net Grand Totals:		.00	16,463.89-	.00	.00	.00

City Council Staff Report

Subject: Municipal Wastewater Planning Program – 2015 Annual Report
Author: Paul Rochell
Department: Public Works
Date: June 21, 2016



Background

The Municipal Wastewater Planning Annual Report is a program established by the State of Utah Department of Environmental Quality to assist cities in their awareness of their wastewater collection and treatment facilities.

The purpose of the Municipal Wastewater Planning Annual Report is to allow West Point City to identify and solve potential problems in the Wastewater Collection System before they become serious and costly.

Completion of the Self-Assessment Report gives West Point City additional points on the Utah Wastewater Project Priority List. The Priority List is used to allocate funds under the wastewater grant and loan programs.

The results are used to focus on State's technical assistance programs.

Analysis

The report is a self-assessment report developed by the Department of Environmental Quality. It includes, but is not limited to the following sections and subsections:

Financial Evaluation

- Operation and Maintenance
- Capital Improvements
- Projected Needs

Collection system

- System Age
- New Development
- Operator Certification
- Facility Maintenance

Recommendation

Adopt by Resolution West Point City's Municipal Wastewater Planning Program Self-Assessment Report.

Attachments

Self-Assessment Report

STATE OF UTAH

MUNICIPAL WASTEWATER PLANNING PROGRAM

SELF-ASSESSMENT REPORT

FOR

WEST POINT

2015



UTAH DEPARTMENT *of*
ENVIRONMENTAL QUALITY

**WATER
QUALITY**

Resolution Number _____

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that **WEST POINT** informs the Water Quality Board the following actions were taken by the **CITY COUNCIL**

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2015.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (If Applicable).

Passed by a (majority) (unanimous) vote on

(date)

Mayor/Chairman

Attest:

Recorder/Clerk

Municipal Wastewater Planning Program (MWPP) Financial Evaluation Section

Owner Name: *WEST POINT*

Name and Title of Financial Contact Person:

PAUL ROCHELL

Public Works Director

Phone:

(801) 336-6196

E-mail:

prochellawestpointcity.org

PLEASE SUBMIT TO STATE BY: March 1, 2016

Mail to: MWPP - Department of Environmental Quality
Division of Water Quality
195 North 1950 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : (801) 536-4300

NOTE: This questionnaire has been compiled for your benefit by a state sponsored task force comprised of representatives of local government and service districts. It is designed to assist you in making an evaluation of your wastewater system and financial planning. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please call, Marsha Case. Utah Division of Water Quality: (801) 536-4342.

I. Definitions: The following terms and definitions may help you complete the worksheets and questionnaire:

User Charge (UC) - A fee established for one or more class(es) of users of the wastewater treatment facilities that generate revenues to pay for costs of the system.

Operation and Maintenance Expense - Expenditures incurred for materials, labor, utilities, and other items necessary for managing and maintaining the facility to achieve or maintain the capacity and performance for which it was designed and constructed.

Repair and Replacement Cost - Expenditures incurred during the useful life of the treatment works for obtaining and installing equipment, accessories, and/or appurtenances necessary to maintain the existing capacity and the performance for which the facility was designed and constructed.

Capital Needs - Cost to construct, upgrade or improve the facility.

Capital Improvement Reserve Account - A reserve established to accumulate funds for construction and/or replacement of treatment facilities, collection lines or other capital improvement needs.

Reserve for Debt Service - A reserve for bond repayment as may be defined in accordance with terms of a bond indenture.

Current Debt Service - Interest and principal costs for debt payable this year.

Repair and Replacement Sinking Fund - A fund to accumulate funds for repairs and maintenance to fixed assets not normally included in operation expenses and for replacement costs (defined above).

Part I: OPERATION AND MAINTENANCE

Complete the following table:

Question	Points Earned	Total
Are revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs <u>at this time?</u>	YES = 0 points NO = 25 points	YES
Are the projected revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs for the <u>next five years?</u>	YES = 0 points NO = 25 points	YES
Does the facility have sufficient staff to ensure proper O&M?	YES = 0 points NO = 25 points	YES
Has a dedicated sinking fund been established to provide for repair & replacement costs?	YES = 0 points NO = 25 points	YES
Is the repair & replacement sinking fund adequate to meet anticipated needs?	YES = 0 points NO = 25 points	YES
TOTAL PART I =		0

Part II: CAPITAL IMPROVEMENTS

Complete the following table:

Question	Points Earned	Total
Are present revenues collected sufficient to cover all costs and provide funding for capital improvements?	YES = 0 points NO = 25 points	YES
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next five years?</u>	YES = 0 points NO = 25 points	YES
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next ten years?</u>	YES = 0 points NO = 25 points	YES
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next twenty years?</u>	YES = 0 points NO = 25 points	YES
Has a dedicated sinking fund been established to provide for future capital improvements?	YES = 0 points NO = 25 points	YES
TOTAL PART II =		0

Part III: GENERAL QUESTIONS

Complete the following table:

Question	Points Earned	Total
Is the wastewater treatment fund a separate enterprise fund/account or district?	YES = 0 points NO = 25 points	YES
Are you collecting 95% or more of your sewer billings?	YES = 0 points NO = 25 points	YES
Is there a review, at least annually, of user fees?	YES = 0 points NO = 25 points	YES
Are bond reserve requirements being met if applicable?	YES = 0 points NO = 25 points	N/A
TOTAL PART III =		0

Part IV: PROJECTED NEEDS

* Estimate as best you can the following:

Cost of projected capital improvements (in thousands)	2016	2017	2018	2019	2020
	\$33,000	0	\$264,000	0	0

Point Summation

Fill in the values from Parts I through III in the blanks provided in column 1. Add the numbers to determine the MWPP point total that reflects your present financial position for meeting your wastewater needs.

Part	Points
I	0
II	0
III	0
Total	0

Municipal Wastewater Planning Program (MWPP) Collection System Section

Owner Name: WEST POINT

Name and Title of Contact Person:

PAUL ROCHELL

Phone: (801) 336-6196

E-mail: prochell@westpointcity.org

PLEASE SUBMIT TO STATE BY: March 1, 2016

Mail to: MWPP - Department of Environmental Quality
Division of Water Quality
195 North 1950 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : (801) 536-4300

Form completed by

KENNY ENGLAND

Part I: SYSTEM AGE

A. What year was your collection system first constructed (approximately)?

Year 1980

B. What is the oldest part of your present system?

Oldest part 36 years

Part II: BYPASSES

A. Please complete the following table:

Question	Number	Points Earned	Total Points
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater in the system due to rain or snowmelt?	0	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater due to equipment failure? (except plugged laterals)	0	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
TOTAL PART II =			0

B. The Utah Sewer Management Program defines sanitary sewer overflows into two classes. Below include the number of SSOs that occurred in 2015:

Number of Class 1 SSOs in Calendar year 2015 0

Number of Class 2 SSOs in Calendar year 2015 0

Class 1- a Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that:

- (a) effects more than five private structures;
- (b) affects one or more public, commercial or industrial structure(s);
- (c) may result in a public health risk to the general public;
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- (e) discharges to Waters of the state.

Class 2 – a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.

Part II: BYPASSES (cont.)

C. Please specify whether the SSOs were caused a contract or tributary community, etc.

No SSOs in 2015.

Part III: NEW DEVELOPMENT

A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry (or other development) moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10-20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2-3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
TOTAL PART III =		0

* B. Approximate number of new residential sewer connections in the last year

44 new residential connections

* C. Approximate number of new commercial/industrial connections in the last year

0 new commercial/industrial connections

* D. Approximate number of new population serviced in the last year

176 new people served

Part IV: OPERATOR CERTIFICATION

A. How many collection system operators are currently employed by your facility?

6 collection system operators employed

B. What is/are the name(s) of your DRC operator(s)?

PAUL ROCHELL

C. You are required to have the collection DRC operator(s) certified at **Grade II**

What is the current grade of the DRC operator(s)? IV

D. State of Utah Administrative Rules require all operators considered to be in DRC to be appropriately certified. List all the operators in your system by their certification class.

Not Certified _____

Small Lagoons _____

Collection I _____

Collection II KOLTEN KAY, ANIBAL MONTEROSSO, JAMIE ESCOBAR

Collection III _____

Collection IV PAUL ROCHELL, KENNY ENGLAND, KASEY GIBSON

E. Please complete the following table:

Question	Points Earned	Total Points
Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? (see C)	Yes = 0 points No = 50 points	<u>Yes</u>
How many continuing education units has each of the DRC operator(s) completed over the last 3 years?	3 or more = 0 points less than 3 = 10 points	<u>0</u>
TOTAL PART IV =		<u>0</u>

Part V: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	YES
Is it written?	Yes = 0 points No = 20 points	YES
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	YES
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	YES
Do you have a written safety plan?	Yes = 0 points No = 20 points	YES
TOTAL PART V =		0

Part VI: SSMP EVALUATION

- A. Has your system completed its Sewer System Management Plan (SSMP)?
 Yes NO
- B. If the SSMP has been completed then has the SSMP been public noticed?
 No Yes, included date of public notice YES JANUARY 10th 2015
- C. Has the SSMP been approved by the permittee's governing body at a public meeting?
 Yes NO
- D. During the annual assessment of the operation and maintenance plan were any adjustments needed based on the performance of the plan?
 No If yes, what components of the plan were changed (i.e. line cleaning, CCTV inspections and manhole inspections and/or SSO events)
-
-

Part VI: SSMP EVALUATION (cont.)

E. During 2015 was any part of the SSMP audited as part of the five year audit?

No ✓

If yes, what part of the SSMP was audited and were changed made to the SSMP as a result of the audit? _____

F. Has your system completed its *System Evaluation and Capacity Assurance Plan* (SECAP) as defined by the Utah Sewer Management Program?

Yes ✓ NO _____

The following are required completion dates that the SSMP and SECAP based on population. The SSMP and SECAP must be public noticed and approved by the permittee's governing body in order to be considered complete.

Program	Population				
	< 2,000	2,000 - 3,500	3,501 – 15,000	15,001 – 50,000	> 50,000
SSMP	3-31-16	3-31-16	9-30-15	3-31-15	9-30-14
SECAP	Optional	9-30-17	9-30-16	3-31-16	9-30-15

SSMP Signatory Requirement

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature of Signatory Official

Date

Print Name of Signatory Official

Title

The signatory official is the person authorized to sign permit documents, per R317-8-3.4.

Part VII: SUBJECTIVE EVALUATION

This section should be with the system operators.

- A. Describe the physical condition of the sewer collection system: (lift stations, etc. included)

WE HAVE 1 LIFT STATION THAT PROVIDES SEWER TO APPROXIMATELY 80 HOMES, THE REST OF OUR SYSTEM FLOWS TO NORTH DAVIS SEWER DISTRICT.

- B. What sewerage system improvements does the community have under consideration for the next 10 years?

WE ARE PLANNING ON INSTALLING A NEW SEWER LINE ACROSS 2000 W. IN THE YEAR 2018.

- C. Explain what problems, other than plugging have you experienced over the last year

OUR BIGGEST PROBLEM WE HAVE IS SCADA ISSUES WITH OUR LIFTSTATION. NOTHING MAJOR BUT JUST SOME MINOR ISSUES WITH THE PROGRAMMING ON OUR SCADA SYSTEM. ISSUES SHOULD NOW BE SOLVED.

- D. Is your community presently involved in formal planning for system expansion/upgrading? If so explain.

NO BUT PREVIOUS PLAN WAS DONE IN 2009

- E. Does the municipality/district pay for the continuing education expenses of operators?

ALWAYS SOMETIMES _____ NO _____

If they do, what percentage is paid?

approximately 100 %

Part VII: SUBJECTIVE EVALUATION (cont.)

F. Is there a written policy regarding continuing education and training for wastewater operators?

YES NO

G. Any additional comments? (Attach additional sheets if necessary.)

POINT SUMMATION

Fill in the values from Parts II through V in the blanks provided in column 1. Add the numbers to determine the MWPP point total that your wastewater facility has generated for the past twelve months.

Part	Points
II	○
III	○
IV	○
V	○
Total	○



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
June 7, 2016**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeffrey Turner
City Manager
Kyle Laws

Administrative Session

6:15 pm – Board Room

Minutes for the West Point City Council Administrative Session held at West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on June 7th, 2016 at 6:15 pm with Mayor Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Kent Henderson, Council Member Gary Petersen, Council Member Jerry Chatterton, Council Member Jeff Turner and Council Member Andy Dawson

EXCUSED: None

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

VISITORS: Rob Ortega, Rawlee Wilson, Kyle Hamblin, Cody Hill, Deputy Fire Chief Taylor, and Marc Edminster

1. Discussion of FY2017 Budget - Mr. Kyle Laws

Mr. Laws stated that previous discussions have been held regarding the budget, and welcomed the Council to ask any questions they might have on what has already been presented. The pay scale for FY2017 is not changing from the previous year; a market study will be held next year to make any necessary adjustments for cost of living. The Council had also previously directed Staff to compare the rate the City pays its Planning Commissioners with those around the State. Of the 48 cities that responded, 18 did not pay their PC Members anything, 5 paid \$75 per meeting or more, 11 paid \$50 per meeting, 8 paid \$30-\$40, and 7 paid \$25. West Point currently pays \$35 per meeting, with \$45 for the PC Chair. Mr. Laws felt that the City was in a good place, as it pays right in the middle of the market.

The proposed changes to the City Fee Schedule are as follows:

Returned Check Fee – Due to the increased costs to the City when a check is returned for non-sufficient funds, we need to pass this cost on to the issuer. We are proposing an increase from \$20 to \$45.

Park, Trails, and Recreation Impact Fee (Single Family) – This fee was rounded down in the fee schedule and we have added the exact amount to the new fee schedule (an extra 86 cents).

Road Impact Fee (Single Family) – According to the Road Impact Fee Analysis conducted this year, the Road Impact Fee for single family dwellings dropped from \$3,403 to \$1,529.

Road Impact Fee (Multi-Family) – According to the Road Impact Fee Analysis conducted this year, the Road Impact Fee for multi-family dwellings dropped from \$2,382 to \$1,063.

Road Impact Fee (Commercial) – The following changes were also made as a result of the impact fee analysis:

- General Commercial – increased from \$3,578 to \$4,529 per 1,000 sq ft of building space

- Professional Office – new fee of \$1,759 per 1,000 sq ft of building space
- Manufacturing/Industrial – new fee of \$1,114 per 1,000 sq ft of building space

North Davis Fire District Impact Fee (Single Family) – The NDFD also conducted an impact fee analysis and their fee dropped from \$295.29 to \$138.68.

Re-inspection Fee – This fee is currently \$47, we propose it be increased to \$50.

One-time Inspection Fee – Every now and then we are asked to inspect newly installed hot water heaters or other small projects. There was no fee in the schedule for this and we were using the Re-inspection fee amount. We want this to be less to encourage inspections to take place so we propose a \$25 fee.

Garbage Can (monthly – additional can) – based on our discussion of recycling costs increasing, and in order to encourage more curbside recycling, we have increased the cost of an additional black garbage can from \$9.00/month to \$10.00/month.

Sewer Rates – Sewer rates are proposed to increase in accordance with the North Davis Sewer District rate changes. The residential rate will increase from \$22.20 to \$25.20. Commercial and multi-family rates also increase by the same amount.

In regards to the Property Tax Rate, it is not yet known what the increase in property values are in West Point for the year. The County will set a Certified Rate, and if the City chooses to consider a rate higher than the certified rate, we must go through the Truth in Taxation (TNT) process like we have the last three years. The Council has previously sought to maintain a stable tax rate, which increases revenue when property values are rising. The Council was in agreement in going forward with the TNT process, to allow public input on the matter and remain transparent, regardless of what rate is ultimately implemented. This will push the final budget approval until the first meeting in August, but the FY2017 Fee Schedule will be on the agenda for approval at the next meeting, as well as the final budget for the CDRA.

The CDRA Budget includes a \$20,000 loan from the City to pay for possible administrative costs that may be incurred, but the largest item in the budget is the issuance of the sales tax revenue bond. Mr. Marc Edminster, with Lewis, Young, Robertson and Burningham, the City’s financial advisor, explained to the Council that there is a required public hearing on the Agenda tonight, as well as an authorizing Resolution for the both the City and the CDRA to approve.

2. Discussion Regarding the Street Cut Permit Policy – Mr. Boyd Davis

Due to time restrictions in the Administrative Session, this item was discussed in the General Session

Mr. Davis stated that Council had directed Staff to review the policy on street cut and excavation permits. Staff compared the City’s policy to those of Syracuse, Layton, and Clinton City. The comparisons are as follows:

City	Moratorium	New Road	Patch width	Additional Trench length
West Point	No	2 years	Trench	0'
Syracuse	Yes	8 years	Lane	15'
Clinton	No	3 years	Lane	0'
Layton	No	3 years	Lane	5'

Mayor Craythorne stated that reviewing the policy at this time is important because of the new roads in the City, such as 3000 W and the upcoming 1300 North improvements. The City wants to be careful to have a policy in place that will keep the integrity of our roads, in preparation for street cut/excavation permit requests.

Council Member Petersen asked the Mayor if, in his experience, 15’ additional trench length was too much, or how much would be needed. The Mayor replied that as contractor, he does not want the Code the changed, but as the

Mayor, his opinion is that the length of the patch makes a big difference, and thinks the City should change its policy to protect its roads. Mr. Davis commented that Layton City has the best model, in his opinion. Council Member Chatterton commented that there are currently no inspections required when the cuts are repaired, such as backfill and compaction tests, and he suggested that these be addressed as well. Mr. Davis clarified that inspections and test are required by the City. The Council agreed that further discussion was needed.

3. Discussion Regarding Speed Bumps on 520 N – Mr. Kyle Laws

Mr. Laws stated that Staff needs some direction from Council on how they envision the speed bumps along this road. After some discussion regarding the purpose of the speed bumps and need for crosswalks, it was decided there will be three speed bumps and at least three crosswalks. The exact location of the crosswalks could be discussed at a later date, as the speed bumps are what need to be designed and installed in the very near future.

4. Discussion Regarding Road Connection in Derby Acres – Mr. Boyd Davis

Mr. Davis stated that Staff had received a request from Clinton City that the City write a letter confirming that the Council did not want to allow the road connection from Clinton City into West Point via the Derby Acres subdivision. Mayor Craythorne stated that he did not want to make any commitment to Clinton. Fire Chief Taylor stated that the International Fire Code is a 500' maximum for a cul-de-sac; West Point City's Code is 600', which is still acceptable to the Fire Department, but exceeding that length is an issue for fire safety and logistics. The cul-de-sac is already non-conforming in length. Deputy Chief Taylor stated that the new apparatuses cannot turn that tight, and he believes that this cul-de-sac as it currently stands is a safety issue. He recommends that the City does connect the roads in the future once another access into the new development is constructed. The Mayor stated that when the Council first discussed the new development, they had told the developer that the 1800 N access be completed before the City would allow the connection to Derby Acres. Instead, the developer tried to connect to Derby Acres before any other access was installed. The residents of Derby Acre were upset, addressed the Council about the issue, and the City was able to stop the developer from connecting. Now, the City has two choices: if the Council does feel strong about never allowing a connection, then go ahead and confirm that to Clinton City. The second option would be to do nothing, and address a connection later as the need arises. Council Member Chatterton stated that this issue was worth further discussion, and nothing be sent to Clinton City either way at this time. Council Member Petersen stated the original agreement was that 1800 N be connected, which would be a benefit to the residents of Derby Acre, as it is likely that all traffic would head east, not west. He felt that if the City were to write a letter, it should only state that we are opposed to a connection at this time, but once the development was complete, that might change. Council Member Chatterton agreed that if 1800 N was connected, that access would definitely see more traffic than the Derby Acres access. The Mayor commented that if no definitive answer was given to Clinton, they could end up never connecting 1800 N, and then the safety issue that currently exists would never be rectified. The health and safety of those residents is of the most concern, whether the residents see it as a safety issue or not.

The Council agreed that this issue needed further discussion, with more information of the developer's future plan, and they were not ready to commit either way. The Mayor will inform Clinton City that the Council has discussed the issue, and no commitment was made.

5. Discussion Regarding Wise Country Meadows Phase 2 – Mr. Boyd Davis

As a side note, Mr. Davis stated that Mike Schultz, the developer, had told him that the couple that was originally under contract to purchase one of the lots that was later discovered as nonconforming, had backed out of the sale.

Castle Creek is proposing two options to amend the plat to fix the error, while hopefully keeping the same number of lots. The first proposal will result in one lot that is non-conforming: Lot 34 will have a 75' frontage and 8,600 sq. ft. of area. The code requires 85' of frontage and 9,000 sq. ft. of area. The lot will still accommodate the size of the house required by code. The second proposal is to allow two non-conforming lots in 34 and 35. Both lots would meet the minimum 9,000 sq. ft. of area, but would both have less than 85' of frontage; lot 34 would have 77' and lot 35 would have 79'. Rawlee Wilson and Kyle Hamblin, employees of Castle Creek, were in attendance at the meeting, and presented the Council with pictures of the houses that could fit on the lots, which included some of the larger house designs. Mr. Hamblin commented that he would prefer the second proposal, because it only results in the setbacks not meeting Code, not the setbacks and the size of a lot. The Council agreed with that option, and the Development

Agreement would be approved by resolution in the General Session. The amended plat would then be presented for approval at the next Council meeting.

The Administrative Session adjourned.



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
June 7, 2016**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeffrey Turner
City Manager
Kyle Laws

General Session

7:00 pm – Council Room

Minutes for the West Point City Council General Session held at the West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on June 7, 2016 at approximately 7:00 pm with Mayor Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT – Mayor Erik Craythorne, Council Member Jerry Chatterton, Council Member Kent Henderson, Council Member Jeff Turner, Council Member Gary Petersen, and Council Member Andy Dawson

EXCUSED – None

CITY EMPLOYEES PRESENT – Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

VISITORS PRESENT – Rob Ortega, Rawlee Wilson, John Taylor, Duane Singleton, Brian Singleton, Chad Britt, Lisa Britt, Tyler Britt, Doug Zaugg, Cody Hill, Linda Gates and Steve Gates

1. **Call to Order** – Mayor Craythorne welcomed those in attendance.
2. **Pledge of Allegiance** – Repeated by all
3. **Prayer** – Given by Council Member Chatterton
4. **Communications and Disclosures from City Council and Mayor**

Council Member Chatterton – Had spoken with Governor Herbert at an event, and the Governor wanted it relayed back to the City that he regretted not being able to attend the Purple Heart Ceremony, but was grateful and very appreciative for what the City had done in declaring West Point the first Purple Heart City in the State.

Council Member Dawson – The Smith’s Marketplace VIP Opening was incredible, and it will be a great addition to our community. He complimented the Mayor on his comments, and all the work that Staff has done on the project.

Council Member Petersen – no comment

Council Member Turner – no comment

Council Member Henderson – no comment

Mayor Craythorne – The Purple Heart Presentation was not well attended, but Senator Stevenson was in attendance and commented to the Mayor that he had not expected to feel such a dose of patriotism that he felt during the program, and deeply admired the veterans that were in attendance and their stories they shared. The Mayor also commented that Smith’s Marketplace had donated \$10,000 to the Military Memorial, which would go a long way in ensuring its completion. The grand opening of Smith’s is on Wednesday, June 8th, and he encouraged

all residents to attend. The Miss West Point Pageant would also be on June 11th, and he also encouraged all to attend.

5. Communications from Staff

Mr. Laws stated that the Ribbon Cutting Ceremony will be at 7:30 AM, and it will be a really fun event for residents and families to attend, with free giveaways and prizes. Fox 13 would also be covering the event.

6. Citizen Comment Follow-Up

None

7. Citizen Comment

None

8. Consideration of Approval of Minutes from the May 17, 2016 City Council Meeting

Council Member Petersen motioned to approve the minutes from the May 17, 2016 City Council Meeting

Council Member Turner seconded the motion

The Council unanimously agreed

9. Public Hearing for the FY2017 Budget for West Point City – Mr. Kyle Laws

Mr. Laws stated budget discussions have been ongoing for the last three Council meetings, and welcomed any additional comments or clarifications from the Council. The Fee Schedule does have some changes; most are in regards to results of studies that were conducted for impact fees. The North Davis Sewer District has also increased its rate as part of a four-year rate increase by \$3.00 dollars, which will be passed on to residents. The price of a second or third regular garbage can is also increasing from \$9.00 to \$10.00 to encourage curbside/green waste recycling and cover some of the increased tipping fees.

a. Public Hearing – None

Council Member Dawson motioned to close the Public Hearing for the FY2017 Budget for West Point City

Council Member Petersen seconded the motion

The Council unanimously agreed

10. Public Hearing of West Point City on the West Point Community Development and Renewal Agency Tax Increment and Sales Tax Revenue Bonds, Series 2016 in the Amount not to Exceed \$1,250,000 for Improvements Related to the 300 North Community Development Project Area; and Related Matters – Mr. Kyle Laws

Mr. Laws stated that this is similar to the resolution passed in the CDRA meeting, but the City Council also has to approve a resolution to pledge sales tax revenue.

a. Public Hearing

Council Member Petersen motioned to close the Public Hearing

Council Member Henderson seconded the motion

The Council unanimously agreed

11. Consideration of Resolution 06-07-2016A, a Resolution Authorizing the Maximum Amount of \$1,250,000 Tax Increment and Sales Tax Revenue Bonds of the Community Development and Renewal Agency of West Point, Utah, to Finance Certain Improvements Related to the 300 North Community Development Project Area;

Pursuant to a Master Resolution or Indenture to be Approved by a Pricing Committee; and Related Matters –
Mr. Kyle Laws

Council Member Petersen motioned to approve Resolution No. 06-07-2016A
Council Member Dawson seconded the motion
The Council unanimously agreed

12. Consideration of Final Approval of the West Edge Subdivision – Mr. Boyd Davis

Mr. Davis stated that this item has also been discussed in previous Council sessions, and is located at 1300 N 5000 W. It consists of four, half acre lots. The subdivision was granted final approval by the Planning Commission. A Postponement Agreement will also be up for approval, as the existing street does not accommodate the improvements and it would be better to install them at a future date.

Council Member Chatterton motioned to approve the West Edge Subdivision
Council Member Petersen seconded the motion
The Council unanimously agreed

13. Consideration of Approval of Resolution No. 06-07-2016B, a Resolution Approving a Postponement Agreement between Duane Singleton and West Point City of the Installation of Street Improvements in the West Edge Subdivision – Mr. Davis

Council Member Petersen inquired as to whether the Postponement Agreement will follow the property once it changes ownership, to which Mr. Davis confirmed that it would; the Agreement will stay in effect for all new owners.

Council Member Turner motioned to approve Resolution No. 06-07-2016B
Council Member Petersen seconded the motion
The Council unanimously agreed

14. Consideration of Approval of Resolution No. 06-07-2016C, a Resolution Approving a Development Agreement Between Castle Creek Homes and West Point City Allowing a Non-Conforming Lot in the Wise Country Meadows Phase 2 Subdivision – Mr. Boyd Davis

Mr. Davis stated that the home on Lot 33 in Wise Country Meadows Phase 2 was built on the property line. Castle Creek Homes has requested that the property lines be adjusted, creating a non-conforming lot. If the Council approves the Development Agreement, he asked that they specify which of the two options Castle Creek has proposed. Option 1 is Lot 34 having 75' of frontage and 8,600 sq. ft. or area (Code requires 85' of frontage and 9,000 sq. ft. of area). Option 2 is allowing two non-conforming lots in lots 34 and 35, both meeting the minimum of 9,000 sq. ft. of area, but both having less than 85' of frontage.

Council Member Turner motioned to approve Resolution No. 06-07-2016C, specifying that Option 2 be referenced in the Development Agreement, making Lot 34 be 9,380 sq. ft. with 77' of frontage, and Lot 35 be 9,383 sq. ft. with 79' of frontage
Council Member Henderson seconded the motion
The Council unanimously agreed

15. Motion to Adjourn into Closed Session

Council Member Petersen motioned to adjourn into Closed Session pursuant to UCA §52-4-205(1)(a)&(d)

Council Member Chatterton seconded the motion
The Council unanimously agreed

16. Motion to Adjourn General Session

Council Member Petersen motioned to adjourn the General Session
Council Member Chatterton seconded the motion
The Council unanimously agreed

CLOSED SESSION

Immediately following the General Session (Board Room)

1. Call to Order

Mayor Craythorne called the June 7, 2016 Closed Session to Order
Roll Call -

Mayor Erik Craythorne
Council Member Jeff Turner
Council Member Kent Henderson
Council Member Gary Petersen
Council Member Andy Dawson
Council Member Jerry Chatterton
City Manager Kyle Laws
Assistant City Manager Boyd Davis
City Recorder Casey Arnold

2. The Council discussed personnel pursuant to UCA §52-4-205(1)(a)

3. The Council discussed the purchase of real property pursuant to UCA §52-4-205(1)(d)

4. Motion to Adjourn Closed Session and enter the General Session

Council Member Chatterton motioned to adjourn the Closed Session and enter into the General Session
Council Member Dawson seconded the motion
The Council unanimously agreed

MAYOR ERIK CRAYTHORNE June 21, 2016
DATE

CASEY ARNOLD, CITY RECORDER June 21, 2016
DATE

City Council Staff Report



Subject: Wise Country Meadows Amended Plat
Author: Boyd Davis
Department: Community Development
Date: June 21, 2016

Background

At the last City Council meeting, a developer's agreement with Castle Creek Homes was approved allowing them to record a plat with one non-conforming lot. This was to accommodate an error on the construction of the home on lot 33, which was mistakenly built over the property line of lot 34. The next step of the process is to approve the amended plat.

Analysis

State code requires that notices be sent to all affected entities before considering the approval of an amended plat. The notices were sent out as required and so far no comments have been received.

State code also requires that all lot owners, that are affected by the amendments, sign the plat. Fortunately, most of the lots are still owned by Castle Creek Homes. They own lots 33, 34, and 35. Lot 42 was sold and the owner of that lot will be required to sign the plat.

The developer has submitted two separate amendments and both will require City Council approval. The first amendment is for lots 33 to 35. The second amendment is for lot 42. These amendments meet the requirements of the city code, other than lot 34, which is the non-conforming lot agreed upon.

Recommendation

Staff recommends approval of both amended plats.

Significant Impacts

None

Attachments

Amended Plats

WISE COUNTRY MEADOWS - PHASE 2 1ST AMENDMENT

AMENDING LOTS 33, 34, AND 35 OF WISE COUNTRY MEADOWS - PHASE 2
PART OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 5 NORTH,
RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY
WEST POINT CITY, DAVIS COUNTY, UTAH
JUNE, 2016



VICINITY MAP
NOT TO SCALE

#	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	117.00'	15.42'	15.41'	7.72'	N25°11'18"E	7°33'03"
C2	183.00'	52.38'	52.20'	26.37'	N20°45'50"E	16°23'57"
C3	183.00'	40.10'	40.02'	20.13'	N06°17'15"E	12°33'13"
C4	183.00'	92.47'	91.49'	47.25'	N14°29'14"E	28°57'10"

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO CREATE AND AMENDED PLAT OF LOTS 33, 34, AND 35 OF WISE COUNTRY MEADOWS - PHASE 2.

DEVELOPER:

CASTLE CREEK HOMES
MIKE SCHULTZ
1798 W. 5150 S. #103
ROY, UTAH 84067
(801) 731-7618

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE SOUTHEAST CORNER AND THE EAST QUARTER CORNER OF SECTION 32, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. SHOWN HEREON AS: N00°01'48"W

BOUNDARY DESCRIPTION

ALL OF LOT 33, 34, AND 35 OF WISE COUNTRY MEADOWS - PHASE 2 AS RECORDED IN THE DAVIS COUNTY RECORDER'S OFFICE.

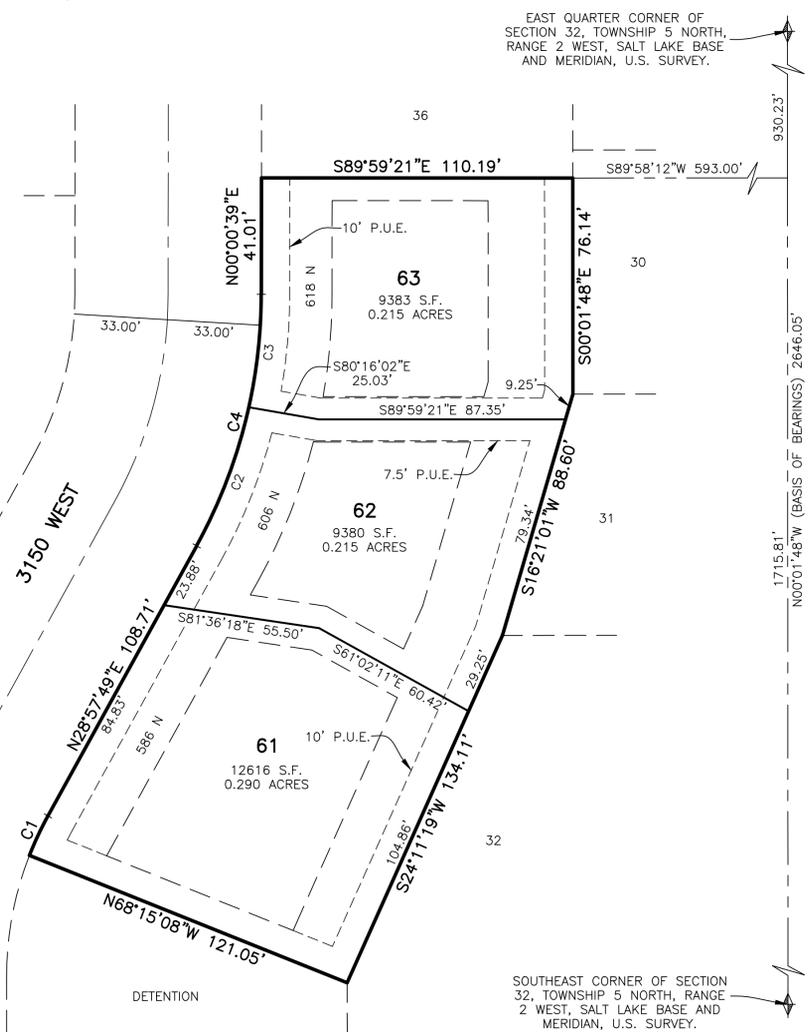
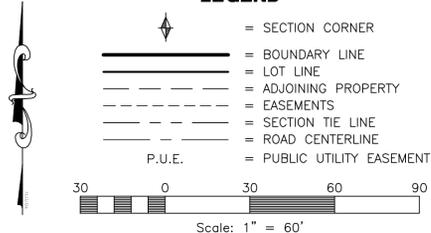
NOTES

MANY AREAS IN WEST POINT HAVE WATER PROBLEMS DUE TO A SEASONALLY HIGH (FLUCTUATING) WATER TABLE. APPROVAL OF THIS PLAT DOES NOT CONSTITUTE REPRESENTATION BY THE CITY THAT ANY BUILDING AT ANY SPECIFIED ELEVATION WILL SOLVE GROUND WATER PROBLEMS. SOLUTION OF THESE PROBLEMS IS THE SOLE RESPONSIBILITY OF THE PERMIT APPLICANT AND PROPERTY OWNER.

THIS SUBDIVISION IS IN LAND DRAIN ZONE D, BASEMENTS ARE ALLOWED WITH A SUMP PUMP OR A LAND DRAIN.

ALL P.U.E. ARE 10' EXCEPT INTERIOR LOT LINES WHICH ARE 7.5' AS NOTED ON PLAT

LEGEND



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 WISE COUNTRY MEADOWS - PHASE 2 1ST AMENDMENT IN WEST POINT 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 WEST POINT CITY, DAVIS COUNTY CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS _____ DAY OF _____, 20____
150228
UTAH LICENSE NUMBER ROBERT D. KUNZ
STATE OF UTAH

OWNERS DEDICATION AND CERTIFICATION
WE THE UNDERSIGNED OWNERS OF THE HEREIN DESCRIBED TRACT OF LAND, DO HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AND STREETS AS SHOWN ON THE PLAT AND NAME SAID TRACT WISE COUNTRY MEADOWS - PHASE 2 1ST AMENDMENT, AND DO HEREBY DEDICATE TO PUBLIC USE ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS STREETS, THE SAME TO BE USED AS PUBLIC THOROUGHFARES ALSO TO GRANT AND DEDICATE A PERPETUAL RIGHT AND EASEMENT OVER, UPON AND UNDER THE LANDS DESIGNATED HEREON AS PUBLIC UTILITY, STORM WATER DETENTION PONDS, DRAINAGE EASEMENTS AND CANAL MAINTENANCE EASEMENT, THE SAME TO BE USED FOR THE INSTALLATION MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINE, STORM DRAINAGE FACILITIES, IRRIGATION CANALS OR FOR THE PERPETUAL PRESERVATION OF WATER CHANNELS IN THEIR NATURAL STATE, WHICHEVER IS APPLICABLE AS MAY BE AUTHORIZED BY THE GOVERNING AUTHORITY, WITH NO BUILDINGS OR STRUCTURES BEING ERRECTED WITHIN SUCH EASEMENTS.

SIGNED THIS _____ DAY OF _____, 20____

MIKE SCHULTZ
CASTLE CREEK HOMES

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

WEST POINT CITY PLANNING COMMISSION
APPROVED THIS _____ DAY OF _____, 20____ BY THE WEST POINT CITY PLANNING COMMISSION.
CHAIRMAN, WEST POINT CITY PLANNING COMMISSION

WEST POINT CITY ENGINEER
I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.
WEST POINT CITY ENGINEER DATE

WEST POINT CITY COUNCIL
PRESENTED TO THE WEST POINT CITY COUNCIL THIS THE _____ DAY OF _____, 20____, AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.
WEST POINT CITY MAYOR ATTEST: CITY RECORDER

WEST POINT CITY ATTORNEY
APPROVED BY THE WEST POINT CITY ATTORNEY THIS THE _____ DAY OF _____, 20____.
WEST POINT CITY ATTORNEY

PROJECT INFORMATION
Surveyor: R. KUNZ
Designer: N. ANDERSON
Begin Date: 06-08-16
Project Name: WISE COUNTRY MEADOWS PH 2 AMD
Number: 3784-44
Scale: 1"=30'
Revision:
Checked:



DAVIS COUNTY RECORDER
ENTRY NO. _____ FEE PAID _____ FILED FOR RECORD AND RECORDED, _____ AT _____ IN BOOK _____ OF THE OFFICIAL RECORDS, PAGE _____
RECORDED FOR:
DAVIS COUNTY RECORDER
DEPUTY,

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

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

WISE COUNTRY MEADOWS - PHASE 2 2ND AMENDMENT

AMENDING LOT 42 OF WISE COUNTRY MEADOWS - PHASE 2
PART OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 5 NORTH,
RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY
WEST POINT CITY, DAVIS COUNTY, UTAH
JUNE, 2016



VICINITY MAP
NOT TO SCALE

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO CREATE AND AMENDED PLAT OF LOTS 33, 34, AND 35 OF WISE COUNTRY MEADOWS - PHASE 2.

DEVELOPER:

CASTLE CREEK HOMES
MIKE SCHULTZ
1798 W. 5150 S. #103
ROY, UTAH 84067
(801) 731-7618

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE SOUTHEAST CORNER AND THE EAST QUARTER CORNER OF SECTION 32, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. SHOWN HEREON AS: N00°01'48"W

BOUNDARY DESCRIPTION

ALL OF LOT 42 OF WISE COUNTRY MEADOWS - PHASE 2 AS RECORDED IN THE DAVIS COUNTY RECORDER'S OFFICE.

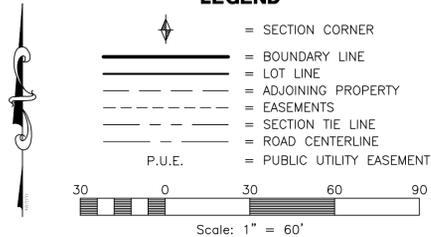
NOTES

MANY AREAS IN WEST POINT HAVE WATER PROBLEMS DUE TO A SEASONALLY HIGH (FLUCTUATING) WATER TABLE. APPROVAL OF THIS PLAT DOES NOT CONSTITUTE REPRESENTATION BY THE CITY THAT ANY BUILDING AT ANY SPECIFIED ELEVATION WILL SOLVE GROUND WATER PROBLEMS. SOLUTION OF THESE PROBLEMS IS THE SOLE RESPONSIBILITY OF THE PERMIT APPLICANT AND PROPERTY OWNER.

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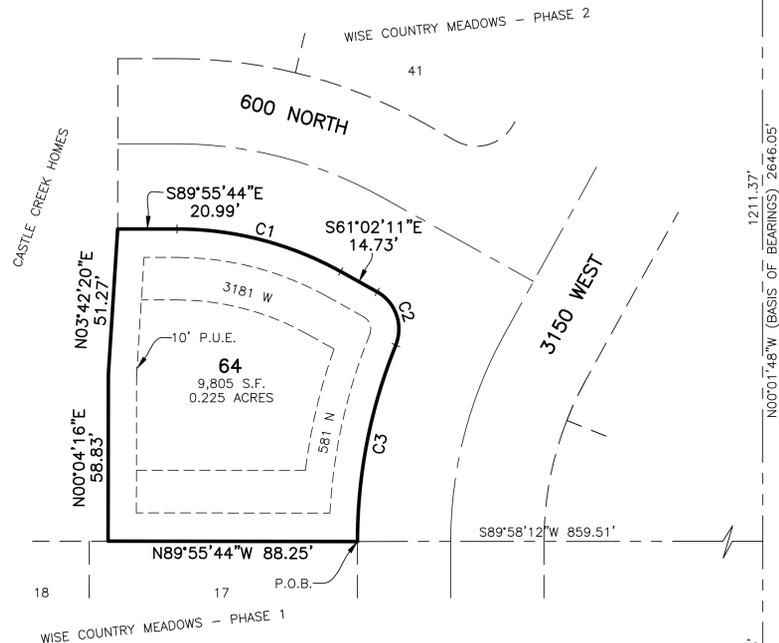
ALL P.U.E. ARE 10' AS NOTED ON PLAT

LEGEND



CURVE TABLE

#	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	120.00'	60.51'	59.87'	30.91'	S75°28'57"E	28°53'33"
C2	15.00'	21.80'	19.93'	13.33'	S19°24'25"E	83°15'32"
C3	183.00'	70.91'	70.47'	35.90'	S11°07'20"W	22°12'03"



EAST QUARTER CORNER OF SECTION 32, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY.

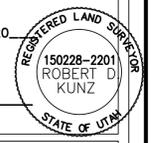
SOUTHEAST CORNER OF SECTION 32, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY.

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 SECTIONS 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF WISE COUNTRY MEADOWS - PHASE 2 2ND AMENDMENT IN WEST POINT 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 WEST POINT CITY, DAVIS COUNTY CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS _____ DAY OF _____, 20____.

150228
UTAH LICENSE NUMBER ROBERT D. KUNZ



OWNERS DEDICATION AND CERTIFICATION

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SIGNED THIS _____ DAY OF _____, 20____.

MIKE SCHULTZ
CASTLE CREEK HOMES

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: N. ANDERSON
Begin Date: 06-09-16
Project Name: WISE COUNTRY MEADOWS PH 2 2ND AMD
Number: 3784-44
Scale: 1"=30'
Revision:
Checked:

DAVIS COUNTY RECORDER

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

DAVIS COUNTY RECORDER

DEPUTY.

WEST POINT CITY PLANNING COMMISSION
APPROVED THIS _____ DAY OF _____, 20____, BY THE WEST POINT CITY PLANNING COMMISSION.

CHAIRMAN, WEST POINT CITY PLANNING COMMISSION

WEST POINT CITY ENGINEER
I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.

WEST POINT CITY ENGINEER DATE _____

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

WEST POINT CITY MAYOR ATTEST: _____ CITY RECORDER

WEST POINT CITY ATTORNEY
APPROVED BY THE WEST POINT CITY ATTORNEY THIS THE _____ DAY OF _____, 20____.

WEST POINT CITY ATTORNEY



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

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



**West Point City
Community Development and Renewal Agency**

West Point City Hall
3200 West 300 North
West Point City, UT 84015
June 7, 2016

Board Chair
Erik Craythorne
Board
Jeff Turner, Vice Chair
Gary Petersen
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Executive Director
Kyle Laws

Community Development and Renewal Agency Organizational Meeting

Minutes for the Community Development and Renewal Agency of West Point City held at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 on June 7, 2016 at approximately 7:00 pm, with Chairman Erik Craythorne presiding.

CDRA BOARD MEMBERS PRESENT – Erik Craythorne, Chairman; Jeff Turner, Vice-Chairman; Kent Henderson, Board Member; Jerry Chatterton, Board Member; Andy Dawson, Board Member; Gary Petersen, Board Member; Kyle Laws, Executive Director; and Casey Arnold, Secretary

VISITORS – Rob Ortega, Rawlee Wilson, John Taylor, Duane Singleton, Brian Singleton, Chad Britt, Lisa Britt, Tyler Britt, Doug Zaugg, Cody Hill, Linda Gates and Steve Gates

1. **Call to Order** – Chairman Craythorne welcomed those in attendance.
2. **Communications and Disclosures from the CDRA Board** - no comment
3. **Communications from Staff** – no comment
4. **Consideration of Adoption of Minutes from the May 17, 2016 CDRA Meeting**

Mr. Dawson motioned to adopt the minutes from the May 17, 2016 CDRA Meeting.
Mr. Henderson seconded the motion.
The Board unanimously agreed.

5. **Public Hearing for the FY2017 Budget of the CDRA for West Point City** – Mr. Kyle Laws
Mr. Laws stated that the FY2017 Budget for the CDRA does not contain many items, but does include a \$20,000 loan from the City to cover any administrative costs that might arise.

- a. **Public Hearing** – no comment

Mr. Petersen motioned to close the Public Hearing
Mr. Dawson seconded the motion.
The Board unanimously agreed.

6. **Public Hearing of the Community Development and Renewal Agency of West Point City on the Community Development and Renewal Agency Tax Increment and Sales Tax Revenue Bonds, Series 2016 in the Amount Not to Exceed \$1,250,000 for Improvements Related to the 300 North Community Development Project Area; and Related Matters** – Mr. Kyle Laws

Mr. Edminster of Lewis, Young, Robertson and Burningham, the City's financial advisor, addressed the Council stating that the public hearing is regarding the bonds that the Board and City Council began the process on a few meetings ago. A public hearing must be held anytime a bond is issued. A public hearing will also be held in the City Council's General Session, as the bonds will be backed by sales tax revenue.

a. Public Hearing – no comment

Mr. Petersen motioned to close the Public Hearing
Mr. Chatterton seconded the motion.
The Board unanimously agreed.

7. Consideration of Resolution R06-07-2016A, a Resolution of the Community Development and Renewal Agency of West Point, Utah, Authorizing the Issuance and Sale in the Maximum Amount of it \$1,250,000 Tax Increment and Sales Tax Revenue Bonds to Finance Certain Improvements Related to the 300 North Community Development Project Area; Pursuant to a Master Resolution or Indenture to be Approved by a Pricing Committee; Authorizing an Interlocal Agreement with West Point City; and Related Matters – Mr. Kyle Laws

Mr. Dawson motioned to approve Resolution No. R06-07-2016A
Mr. Petersen seconded the motion.
The Board unanimously agreed.

8. Motion to Adjourn

Mr. Petersen motioned to adjourn.
Mr. Henderson seconded the motion.
The Board unanimously agreed.

Approved this 21st day of June, 2016

Agency Chairman, Mr. Erik Craythorne

Executive Director, Mr. Kyle Laws

Agency Secretary, Mrs. Casey Arnold

RESOLUTION NO. R06-21-2016B

A RESOLUTION SETTING THE COMMUNITY DEVELOPMENT & RENEWAL AGENCY OF WEST POINT CITY MEETING SCHEDULE FOR FISCAL YEAR 2017

WHEREAS, the Community Development and Renewal Agency of West Point City, hereinafter referred to as the “Agency,” was created to transact the business of a redevelopment agency and to exercise all of the powers provided for in the Utah Redevelopment Agencies Act, § 17B-4-101 et. seq., Utah Code Annotated (1953, as amended) and any successor law or act; and,

WHEREAS, the Agency is governed by a Board of Directors selected and established according to law; and,

WHEREAS, the Agency desires to set a meeting schedule and venue for Agency meetings for Fiscal Year 2017; and

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED by the CDRA Board of West Point City that the hereto attached meeting schedule is hereby adopted for Fiscal Year 2017.

PASSED AND ADOPTED this 21st day of June, 2016.

WEST POINT CITY,
A Municipal Corporation

By: _____
Erik Craythorne, Mayor

ATTEST:

Casey Arnold, City Recorder

West Point City Community Development and Renewal Agency FY2017 Meeting Schedule

3200 West 300 North, West Point City UT 84015

LOCATIONS, DATES AND TIMES SUBJECT TO CHANGE AS NEEDED

Date	Time	Consideration/Significance of Day
September 6, 2016	6:00 PM - Administrative Session 7:00 PM - General Session	Quarterly Update
December 6, 2016	6:00 PM - Administrative Session 7:00 PM - General Session	Quarterly Update
March 7, 2017	6:00 PM - Administrative Session 7:00 PM - General Session	Quarterly Update
May 2, 2017	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion of the FY2017 Tentative Budget for the West Point City CDRA
May 16, 2017	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion of the FY2017 Tentative Budget for the West Point City CDRA
June 6, 2017	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion of the FY2017 Budget for the West Point City CDRA/Public Hearing
June 20, 2017	6:00 PM - Administrative Session 7:00 PM - General Session	Discussion of the FY2017 Budget for the West Point City CDRA