CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
May 14, 2019 – POLICY SESSION

*Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.*

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

**7:00 P.M. POLICY SESSION**

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| CALL TO ORDER: | Mayor Pro Tem Peterson |
| OPENING CEREMONY: | Councilmember Roper |
| APPROVAL OF MINUTES: | February 5, 2019 Work Session |
| | February 19, 2019 Work Session |
| | April 16, 2019 Work Session |
| | April 23, 2019 Policy Session |
| | April 30, 2019 Work Session |

***PRESENTATION:***

1. UPDATE FROM UTAH TRANSIT AUTHORITY (UTA) TRUSTEE BETH HOLBROOK ABOUT ITS CONTINUED PARTNERSHIP WITH THE CITY AND SERVICES OFFERED TO THE COMMUNITY

***PUBLIC HEARING:***

2. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO AMEND THE CITY'S GENERAL PLAN FUTURE LAND USE MAP DESIGNATING A PORTION OF THE PROPERTY (9.067 ACRES) LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TINS: 09-341-0305 AND 09-341-0306) FROM COMMERCIAL TO RESIDENTIAL

   BACKGROUND: The applicant is requesting an amendment to the City's General Plan Future Land Use Map for a portion of the property (9.067 acres) located at approximately 1300 South 2000 East. The request would change the designation of the property from Commercial to Residential and allow the applicant to build a luxury apartment community if approved along with the requested rezone. The Planning Commission reviewed the request at is meeting on April 17, 2019 and recommends its approval.

   RECOMMENDATION: Receive public comment.

3. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE A PORTION OF THE PROPERTY (9.067 ACRES) LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TINS: 09-341-0305 AND 09-341-0306) FROM C-2 (COMMERCIAL) TO R-3-SP (RESIDENTIAL WITH A SPECIAL PURPOSE OVERLAY)

BACKGROUND: The applicant is requesting a rezone for a portion of the property (9.067 acres) located at approximately 1300 South 2000 East. The request would rezone the property from C-2 (Commercial) to R-3-SP (Residential with a Special Purpose Overlay) to allow for a density of twenty-five units to the acre. The applicant intends to develop an apartment community containing 225 luxury units. The Planning Commission reviewed the request on April 17, 2019 and recommends its approval.

RECOMMENDATION: Receive public comment.

4. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A DONATION TO ASSIST THE WEST SIDE FOOD PANTRY LOCATED AT 245 NORTH 1000 WEST

BACKGROUND: The Gardner family residing at 245 North 1000 West started an operation to assist struggling families without sufficient financial resources to purchase groceries. The effort has evolved into a veritable food pantry that serves hundreds each week and is currently known as the Westside Food Pantry. The Gardner family requested the City's assistance with a donation of funds to help provide relief for the Pantry's fuel and landfill costs. The City Council indicated a desire to consider providing financial assistance once a necessary building permit was in place, a study was conducted, and a public hearing held. In accordance with the City's donations policy, a study was completed and a public hearing was set to receive public comment on the matter.

RECOMMENDATION: Receive public comment.

***SCHEDULED ITEMS:***

5. OPEN COMMENT PERIOD

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic. To be considerate of everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at nancy.dean@clearfieldcity.org.

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

Comments pertaining to an agenda item that includes a public hearing or public input should be given as that item is being discussed during the meeting.

6. CONSIDER APPROVAL OF ORDINANCE 2019-13 AMENDING THE CITY'S GENERAL PLAN FUTURE LAND USE MAP BY CHANGING THE LAND USE DESIGNATION FOR A PORTION (9.067 ACRES) OF THE PROPERTY LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TINS: 09-341-0305 AND 09-341-0306) FROM COMMERCIAL TO RESIDENTIAL

RECOMMENDATION: Approve Ordinance 2019-13 amending the City's General Plan Future Land Use Map by changing the land use designation for a portion (9.067 Acres) of the property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306) from Commercial to Residential and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF ORDINANCE 2019-14 REZONING A PORTION OF THE PROPERTY (9.067 ACRES) LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TIN: 09-341-0305 AND 09-341-0306) FROM C-2 (COMMERCIAL) TO R-3-SP (RESIDENTIAL WITH A SPECIAL PURPOSE OVERLAY)

RECOMMENDATION: Approve Ordinance 2019-14 rezoning a portion of the property (9.067 acres) located at approximately 1300 South 2000 East (TINs: 09-321-0305 and 09-341-0306) from C-2 (Commercial) to R-3-SP (Residential with a Special Purpose Overlay), and authorize the Mayor's signature to any necessary documents.

8. CONSIDER THE REQUEST BY THE WESTSIDE FOOD PANTRY FOR A DONATION TO ASSIST IN OFFSETTING COSTS ASSOCIATED WITH PROVIDING FOOD FOR STRUGGLING FAMILIES

RECOMMENDATION: Consider the request.

9. CONSIDER APPROVAL OF RESOLUTION 2019R-13 AUTHORIZING THE INTERLOCAL AGREEMENT WITH LAYTON CITY TO PROVIDE SANITARY SEWER CONNECTION TO THE RC WILLEY STORE LOCATED AT APPROXIMATELY 2205 NORTH 1400 WEST

BACKGROUND: Layton City has a proposed development known as RC Willey Home Furnishings located at approximately 2205 North 1400 West, which is contiguous to its common boundary with Clearfield. Layton does not have sanitary sewer readily available to the property so the applicant has requested the ability to connect into the existing Clearfield City sanitary sewer system on Legend Hills Drive. Clearfield and Layton have worked together to formulate an agreement that is acceptable to all parties and allows for the development of the retail store in Layton.

RECOMMENDATION: Approve Resolution 2019R-13 authorizing an Interlocal Agreement with Layton City to provide sanitary sewer service to RC Willey Home Furnishings located at approximately 2205 North 1400 West in Layton City; and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF RESOLUTION 2019R-11 APPROVING THE FEDERAL AID AGREEMENT WITH THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT) REGARDING THE EXTENSION OF 500 WEST STREET; 2000 SOUTH TO D STREET IN THE FREEPORT CENTER PIN 14843

BACKGROUND: Clearfield City as the lead agency, in conjunction with Syracuse City, applied and was awarded funding through the Wasatch Front Regional Council, Surface Transportation Funding for the construction of 500 West Street from approximately 2000 South to D Street in the Freeport Center. The project is being financed in part by federal-aid highway funds which require UDOT to oversee the federal aid project. The agreement describes the respective roles and requirements for both UDOT and the City to ensure compliance with the federal requirements for the receipt of federal funding for the project.

RECOMMENDATION: Approve Resolution 2019R-11 approving the Federal Aid Agreement with the Utah Department of Transportation (UDOT) regarding the extension of 500 West Street; 2000 South to D Street in the Freeport Center PIN 14843, and authorize the Mayor's signature to any necessary documents.

11. CONSIDER APPROVAL OF RESOLUTION 2019R-12 REORGANIZING THE NORTH DAVIS FIRE DISTRICT AS A LOCAL DISTRICT SERVICE AREA

BACKGROUND: On December 20, 2018, the Administrative Control Board for the North Davis Fire District (NDFD) passed a resolution petitioning Clearfield City, as the Governing Authority for the NDFD, to consider taking all the necessary measures to reorganize it from a special service district to a local district service area. On January 8, 2019 the City Council approved Resolution 2019R-01 expressing intent to reorganize NDFD as a local district service area, provide notice of a public hearing, and receive input and other such matters. A public hearing was held on February 26, 2019 and no comments were received. Subsequently all of the area within the corporate limits of Sunset City, Utah, have been annexed into and is now a part of the NDFD; therefore, the City Council as the Governing Authority for the NDFD will consider approval of Resolution 2019R-12 to reorganize NDFD as a local district service area.

RECOMMENDATION: Approve Resolution 2019R-12 reorganizing the North Davis Fire District as a Local District Service Area, and authorize the Mayor's signature to any necessary documents.

12. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE 2019 ROADWAY SURFACE TREATMENT PROJECT

BACKGROUND: The City solicited bids for the 2019 Roadway Surface Treatment Project. The work consists of crack sealing; applying a slurry seal to various streets throughout the City; and applying slurry seal to some of the City's drives and parking lots along with restriping said streets and parking lots. The City received two bids and the lowest responsible bidder was Morgan Industries for the bid amount of $698,961.50. Staff is recommending contingency and engineering costs of $74,038.50 which would provide a total project cost of $773,000.

RECOMMENDATION: Approve the award of bid for the 2019 Roadway Surface Treatment Project to Morgan Industries for the amount of $698,961.50; approve funding for the project bid amount with contingency and engineering costs of $74,038.50 for a total project cost of $773,000; and authorize the Mayor's signature to any necessary documents.

13. CONSIDER ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2020 AND SET A PUBLIC HEARING FOR JUNE 11, 2019 TO RECEIVE PUBLIC INPUT ON THE BUDGET

BACKGROUND: The Tentative Budget as presented to the Council for adoption is a balanced budget for all funds. Presently, the certified tax rate has not been received from Davis County.

RECOMMENDATION: Adopt the tentative budget for fiscal year 2020 and set a public hearing on the budget for June 11, 2019 at 7:00 p.m.

14. FINANCIAL UPDATE ON THE 2019 FISCAL YEAR BUDGET

***COMMUNICATION ITEMS***:

Mayor's Report
City Councils' Reports
City Manager's Report
Staffs' Reports

*****ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA)*****

COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AGENDA

1. CONSIDER APPROVAL OF MINUTES FROM THE FEBRUARY 5, 2019 WORK SESSION, THE FEBRUARY 5, 2019 SPECIAL SESSION, THE APRIL 16, 2019 WORK SESSION, THE APRIL 23, 2019 POLICY SESSION, AND THE APRIL 30, 2019 WORK SESSION

***SCHEDULED ITEM:***

2. CONSIDER ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2020 AND SET A PUBLIC HEARING FOR JUNE 11, 2019 TO RECEIVE PUBLIC INPUT ON THE BUDGET

BACKGROUND: Staff has prepared a tentative budget for the CDRA for fiscal year 2020. The tentative budget as presented to the Board for adoption is a balanced budget.

RECOMMENDATION: Adopt the CDRA tentative budget for fiscal year 2020 and set a public hearing on the budget for June 11, 2019 at 7:00 p.m.

3. CONSIDER APPROVAL OF THE FAÇADE AND SITE IMPROVEMENT GRANT APPLICATION

BACKGROUND: The Façade and Site Improvement Program was designed to improve the overall appearance of Clearfield's Main Street/State Street corridor by providing an incentive for business owners to make investments that improve the visual appearance and condition of their property. For the selected 2019 applicant, the program provides grants up to $50,000 for qualifying façade and or site improvements projects. Two

applications were submitted for consideration and staff is recommending Manuel's El Burrito as the recipient of the full $50,000 for its proposed project.

RECOMMENDATION: Approve the award of the Façade and Site Improvement Grant to Manuel Gallegos Jr. Mansour, property owner of Manuel's El Burrito located at 1145 South State Street ($50,000) contingent upon site plan approval and execution of grant agreements; and authorize the Chair's signature to any necessary documents.

*****ADJOURN AS THE CDRA*****

Dated this 9th day of May, 2019.

/s/Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
February 5, 2019

City Building
55 South State Street
Clearfield City, Utah

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| PRESIDING: | Mark Shepherd | Mayor |
| PRESENT: | Kent Bush | Councilmember |
| | Nike Peterson | Councilmember |
| | Vern Phipps | Councilmember |
| | Tim Roper | Councilmember |
| | Karece Thompson | Councilmember |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Deputy Public Works Director |
| | Eric Howes | Community Services Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Rich Knapp | Finance Manager |
| | Trevor Cahoon | Communications Coordinator |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |

VISITORS: Rob Sant – Lewis Young Robertson & Burningham, Nate Swain – Wright Development, David Harris – HAFB, Jason Wilde – HAFB

Mayor Shepherd called the meeting to order at 6:40 p.m.

UPDATE FROM THE HILL AIR FORCE BASE (HAFB) ENVIRONMENTAL DIRECTORATE

Jason Wilde, Air Force Civil Engineer Center/Hill Section Restoration Project Manager reported on the progress the Air Force was having with response to the methane at Operable Unit 10. He explained Operable Unit 10 was located in Clearfield and there had been TCE and PCE plumes originating from vehicle maintenance shops in the west area years ago. He noted the area's complex geology made treatment challenging; however, Enhanced Reductive Dechlorination (ERD) was selected as the remedy. Mr. Wilde reviewed the ERD treatment process which included using a carbon-rich liquid substrate to enhance biological breakdown of TCE/PCE; injecting the substrate into contaminated groundwater; chemical reactions which produced by products including methane; limiting the amounts of methane produced so it would dissipate

quickly; and, the unexpected high levels of methane discovered due to substrate displacing into shallow soils.

He commented ERD injections began in late 2015 and were done at multiple points along 200 West which was located in a residential neighborhood. He noted for the most part everything went well, but on the north end more was injected a year later and additional injections were completed in March of 2017. Mr. Wilde explained routine monitoring had been ongoing and in September of 2017 excessive amounts of methane were discovered. He advised due to the hazardous nature of methane, the Air Force took action to determine the extent of the methane plume and with the assistance of North Davis Fire District and Mayor Shepherd, residents living in the two homes nearest the injection site were contacted. Mr. Wilde stated excessive methane was located near one of the northernmost injection points; however, the two homes closest to the methane were tested for it and none was found.

He noted methane was not a toxic risk yet it was an explosive hazard. He mentioned the Air Force had been working with the City to restrict digging in the affected area. He reported on the remedial actions to date which included monitoring methane levels, deploying a portable soil vapor extraction (SVE) system, purging methane from the soil with vacuum pumps, and the safeguard measures taken to deal with hazards. Mr. Wilde said the five purge events to date had shown significant short term impacts and long term it was anticipated the methane levels beneath the street would decrease. He mentioned once the methane was purged then his team would get back to managing contaminated groundwater.

Mr. Wilde reviewed plans to continue using the SVE system to purge methane from the subsurface by conducting a purge every two to three weeks, testing before and after each purge, with the goal of reducing and maintaining levels of methane below the lower explosive limit (LEL) of 50,000 ppmv. He noted the Air Force was committed to informing residents of progress or changes as well as reporting to the City Council and Restoration Advisory Board (RAB). He added the next RAB meeting was scheduled for April 25, 2019.

Councilmember Bush wondered whether or not there was added danger for the surrounding areas when the purges occurred. Mr. Wilde responded the contractors made a manifold that mixed the methane as it came from the ground with just the right amount of oxygen so it could not combust and then it was pumped to the atmosphere to combust and dissipate at low energy levels so it was safe.

Councilmember Bush questioned if the contaminants were still coming from the base. Mr. Wilde answered the TCE source was found in about 2008 and the PCE was found in 2004; however, both sources were not in the soil once the Air Force finished with them. He noted there was not an ongoing soil source or raw chemical source and the real source impacting the City was groundwater moving its way west to the Great Salt Lake. He pointed out the Air Force was working hard to contain it and ensure the plumes were not getting bigger but actually retracting. He noted the plumes were not moving west but it could become necessary to reevaluate the continued approach because the ERD was a good plan but it did not work as well as planned.

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Councilmember Bush asked if this problem existed in other areas of the country. Mr. Wilde confirmed it had; but, perhaps not to the extent as this area because of the base's geology. There was a discussion about contaminants and methods used for measurement calculations.

Councilmember Phipps pointed out the Air Force was proactive in finding the contaminants, worked to minimize the impacts, and had incredible expertise. He suggested the Air Force was doing everything possible with the best science to mitigate any issues.

PLANNING COMMISSION AND PARKS AND RECREATION COMMISSION INTERVIEWS

Mayor Shepherd reported the applicants for the Planning Commission vacancies had withdrawn; therefore, the Council would interview candidates for the Parks and Recreation Commission.

The Council interviewed Andrea Bush and Kristi Bush to fill the vacancies on the Parks and Recreation Commission.

DISCUSSION ON APPOINTMENTS TO THE PLANNING COMMISSION AND PARKS AND RECREATION COMMISSION

There was no discussion on appointments to the Planning Commission during the meeting because the applicants had withdrawn from consideration.

Eric Howes, Community Services Director, indicated there were currently two regular positions available on the Parks and Recreation Commission. He explained David Graves had been serving as an alternate member and had expressed interest in serving as a regular member. Mayor Shepherd noted if David Graves were selected to fill the regular position there would be one regular and one alternate position available. Councilmember Peterson recommended Kristi Bush serve as the regular member because of her experience and Andrea Bush serve as the alternate since she was a newer resident. The Council concurred. There was a discussion about the influence of the Youth Commission as it appeared to have enticed parent involvement, the diversity of the Parks and Recreation Commission with its addition of female perspectives, and the responsibility and involvement of the alternate members.

Mayor Shepherd stated if there were no objections he planned to recommend David Greaves and Kristi Bush be appointed to fill the vacancies for regular members and Andrea Bush be appointed to fill the vacancy of an alternate member. The Council did not express any objections. He requested the appointments be on the agenda for February 12, 2019.

DISCUSSION ON THE VACATION OF AN ABANDONED WATERLINE EASEMENT LOCATED AT APPROXIMATELY 1335 EAST 3000 NORTH AND 1303 EAST 3000 NORTH IN LAYTON (TINS: 09-050-0089, 09-050-0014)

Brad McIlrath, Senior Planner, explained the City had a waterline easement that ran through various properties in Layton City; however, the easement was no longer in use and any lines in the easement had been abandoned. He mentioned Wright Development was interested in

developing the properties at 1335 East 3000 North, Layton, and 1303 East 3000 North, Layton, and requested the City vacate the abandoned easement for the two properties it owned. He explained there were other properties in Layton City that might request a similar vacation in the future; however, the City would need to have the legal descriptions of each of the parcels before taking any action on the matter. Mr. McIlrath indicated the legal descriptions had been provided on the requested properties by the developer and no services offered by the City would be impacted by the proposed vacation of the waterline easement. There was a discussion on the prior use of the waterline, the need for further research to obtain the legal descriptions for additional properties, and the requirement of noticing and holding a public hearing prior to considering approval of an easement vacation for any additional properties. Mr. McIlrath asked if the Council desired staff to move forward to research and notice other Layton properties in preparation for the easement vacation. Mayor Shepherd responded it would be a lower priority item; but because the applicant had provided the City with the legal descriptions needed for the current request, the Council could move forward with the item as planned for an upcoming policy session.

DISCUSSION ON THE CLEARFIELD STATION AREA PLAN

Spencer Brimley, Community Development Director, provided the Council with an update on the progress of the Clearfield Station Area Plan. He stated the planning process began in August of 2018 and included meetings, discussions, a design charrette with the Council, a market study for the site, and the completion of a concept master plan and design guidelines. He reviewed the contents of the Clearfield Station Area Plan:

- Introduction
- Vision and project goals
- Market study and economics
- Framework and concept plan
- Buildings and architecture
- Open space and public realm
- Transportation and mobility
- Strategic recommendations
- Appendix A- Market Study
- Appendix B – Traffic Analysis

Councilmember Bush wondered why the intersection at 1000 East and 1700 South was not included with the traffic study. Mr. Brimley responded the engineer that completed the traffic study felt that intersection was suitable for the proposed concept without redoing the intersection. He explained once a master developer was selected the roadways and traffic patterns could be reviewed in more detail to help establish the master development plan. He reported the City's effort to move the project forward included rezoning the area to MU (Mixed Use) so the site could be selected by Utah Transit Authority (UTA) as one of its Transit Oriented Development (TOD) sites. He noted the MU zone required a master development plan be in place; however, the Station Area Plan and Design Guidelines document could be the support for the master development request with an understanding that any developer would need to do additional studies and analysis for the next step towards development of the site.

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Councilmember Phipps expressed his concern the traffic data used for the analysis was outdated and the traffic surges from the rail stop were not accurately reflected and hoped a more recent study would be completed before any development began. Mr. Brimley agreed a greater detailed traffic study would be paramount moving forward.

Mr. Brimley explained the Clearfield Station Area recognized components which could be used to entice development such as its status as an "opportunity zone" and the current CDA (Community Development Area) which was in place for the site, as well as other community assets. He reviewed the objectives stated in the plan as well as the vision and project goals. Councilmember Peterson indicated the words "complete community" was included language in the vision section as well as throughout the document but felt it did not delineate what the benchmarks were and it was nebulous; but, it could have statutory implications on certain components, so she requested it be better defined.

Councilmember Phipps voiced his concern about Utah Transit Authority's (UTA) priority for increased ridership and accompanying impacts. There was a philosophical discussion about the impacts of increased ridership.

Mr. Brimley continued identifying the vision and project goals of the Clearfield Station Area Plan which included:

- Creating an exciting destination
- Creating a complete community
- Providing community assets
- Promoting quality urban design
- Maintaining connecting street access
- Generating ridership
- City and Region Connections
- Promoting City Heritage

He reviewed the market study and economics and explained the Council would determine any incentives for future development. Councilmember Bush asked what the consideration was between prime and secondary locations. Mr. Brimley stated it was primarily determined by the use type location. He pointed out the frontage properties would be considered prime and interior locations would be considered secondary. He indicated if the property were less visible there might be more of a need to incentivize the development.

Mr. Brimley commented the concept plan was included with the Plan. Councilmember Phipps stated the original concept plan had the soccer facility bordering the FrontRunner Station; thus, he was not convinced the best placement was on State Street as currently presented in the concept plan. Mayor Shepherd pointed out he was not opposed to its new location because UTA would not support it at any other location and if Real Salt Lake was able to develop a practice facility at the site it would create an identity for the station, if located at its entrance. There was a discussion about the concept plan, key components, and its design features.

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Councilmember Thompson asked whether the City or UTA would control the funds available because of the opportunity zone. Mayor Shepherd explained the developer would have a tax advantage and could defer taxes if it developed area in an opportunity zone.

Councilmember Phipps questioned if there were other purposes planned for the land set aside for a school if it did not develop. Mayor Shepherd indicated a community space area was set aside for a school; however, the Davis County School District would be allowed the right of first refusal. JJ Allen, City Manager, suggested perhaps there would be another component that was missing from the overall "complete community" concept which could be used in its place if the School District determined to not include a school at the location. There was a discussion about uses for the community space which included a variety of school types.

Mr. Brimley pointed out the land-use section contained percentage breakdowns for the various zoning types found within the mixed use development. Councilmember Peterson confirmed the 24.3 percent identified as the residential zone had excluded the Thackeray Garn residential units in the calculations. Mr. Brimley acknowledged the percentages included only pertained to the approximate 60 acres of land remaining for development and did not include the 216 units developed by Thackeray Garn. There was a discussion about primary and secondary facades and visibility factors which contributed to the layout design.

Councilmember Phipps expressed his concern about commuter parking terraces and worried the goal to maintain convenient transit access would be overlooked. Mayor Shepherd commented UTA was expecting to need a large amount of parking and required a minimum of 700 parking stalls for commuters. There was a discussion about the development of the Clearfield Station Area and the City's active participation in the creation of the design guidelines and concept plan. Mayor Shepherd pointed out the proposed plan was a concept level plan and how the development was ultimately laid out would be determined by a development agreement and master planning. There was a discussion about whether UTA planned to sell or lease its land and how it would affect the development at the site. Mr. Allen pointed out one of UTA's goals was to have ongoing revenue generation, so likely leases would be preferred. Mr. Brimley stated some developers had expressed interest in developing the site which was encouraging.

Mr. Brimley highlighted all of the building and architecture components addressed in the Clearfield Station Area Plan. He asked if there were any questions. There was a discussion about building and architecture components. Councilmember Bush pointed out the definition for "step back" included in the Station Area Plan and Design Guidelines on page 61 was not complete. Mr. Brimley stated staff would make sure the definition was finished. He added there would be additional detail included in a master development agreement (MDA) and many components were yet to be determined through a master development plan (MDP).

A discussion ensued about private versus public streets. Councilmember Bush pointed out the concept plan showed a street connection into the cemetery. Mr. Brimley indicated IBI Group did not want to limit an access and encouraged keeping the connection for future development; however, staff discussed the option of allowing it as pedestrian access rather than a roadway. Councilmember Bush stated 1150 South was identified in the Plan as 1150 East and should be

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corrected. Mr. Brimley mentioned it had been identified for correction by the consultants. There was a discussion about pedestrian accessibility with neighboring parcels.

Mr. Brimley commented the primary purpose of the Clearfield Station Area Plan and Design Guidelines was to allow the possibility of a rezone of the property so it could rise to the top of UTA's sites selections. Councilmember Peterson expressed her concern that a stated strategic recommendation included with the Station Area Plan was to consider the creation of a TRZ (Transportation Reinvestment Zone). She requested the matter be vetted prior to its inclusion as a strategic recommendation of the Plan.

Councilmember Peterson noted a design review committee was called out in the document; however, it was not clearly defined. There was a discussion about the land use approval process, authorized bodies in place to vet land use items, and the use or role of a design review committee. Councilmember Peterson expressed her opposition to needing a design review committee; yet, suggested if it was called out it should be clearly defined and limited in scope.

Councilmember Peterson pointed out her concern with language on page 116 which stated "However, if any inconsistencies are found, these documents should be amended to align with the Clearfield Station Area Plan Vision." She expressed her opinion the City's General Plan should not have to align to a biased document and was not comfortable with the statement that was included. Mr. Allen stated in the MU zone the MDP would become the zoning regulation. Councilmember Peterson agreed, but felt other language would be better suited to suggest reconciliation rather than imply the City had to fix any inconsistencies in its General Plan, as stated. She expressed her similar concerns with language used concerning the rezoning of the site needed to be consistent with the Clearfield Station Area Plan and Design Guidelines. Mr. Brimley commented his understanding was rezoning would be based upon TOD standards for zoning which was unique to each City. Councilmember Peterson stated that would be fine, but wanted to provide protection the City was not subservient to the Station Area Plan and Design Guidelines.

Councilmember Peterson reported on page 117 of the document, a list of physical improvements was included but the access road on the southern half of the property from 1000 East was not on the list even though it was on the concept plan. She recommended it be added to the list.

Mr. Allen asked when the Planning Commission would consider the rezone for the UTA properties at Clearfield Station. Mr. Brimley responded at the meeting scheduled for February 6, 2019. He added the Council would consider the rezone of the overall site during a policy session at the end of the month. There was a discussion about the rezone, the requirement of the MU zone to have an MDP and MDA in place before it could be fully enacted and rezoned, and the intent to use the Station Area Plan and Design Guidelines as preparatory documents to allow for the rezone. Mr. Allen explained since the City did not yet have a Master Development Plan in place the Station Area Plan and Design Guidelines document would be used as a de facto MDP which would be replaced once a developer was selected and the actual MDP and MDA were in place. Mr. Allen indicated the motive of the rezone would be to increase the likelihood of Clearfield being selected as a TOD site by UTA.

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DISCUSSION ON THE AMENDED SUBDIVISION PLAT FOR LARSEN COMMERCIAL SUBDIVISION LOT 2A SECOND AMENDMENT LOCATED AT APPROXIMATELY 325 WEST ANTELOPE DRIVE (TIN: 12-809-0001)

Brad McIlrath, Senior Planner, noted a request was received to amend Lot 2A of the Larsen Commercial Subdivision Plat to subdivide the existing lot into two (2) new lots for the property located at approximately 325 West Antelope Drive. He mentioned a similar request was reviewed by the City Council in its December 11, 2018 policy meeting and it was denied because it did not meet the landscaping standard for the C-2 (Commercial) zone. He noted the applicant reapplied after making some additional modifications to the landscaping since the December meeting.

Mr. McIlrath reviewed the proposal with the Council, which included adding 506 square feet of landscaping to the existing 707 square feet which could be obtained by moving the parking areas currently on the north of the property to the rear and removing the asphalt on the north side to plant shrubs and trees in the park strip. He mentioned that even though the park strip landscaping did not count towards the total landscaping it was important to note the developer intended to make improvements to that area and maintain it, which would create uniformity throughout the area. He continued the Planning Commission reviewed the proposed outlay at its meeting on January 9, 2019, and was forwarding a recommendation of approval subject to the seven conditions included with the staff report. Mr. McIlrath pointed out the sixth condition was the applicant should execute a development agreement with the City to allow the existing site landscaping, along with additional frontage landscaping, to be less than the 10 percent as required in the C-2 zone.

DISCUSSION ON THE AMENDED SUBDIVISION PLAT FOR THE JNH SUBDIVISION LOCATED AT APPROXIMATELY 360, 340, AND 320 WEST ANTELOPE DRIVE (TINS: 12-787-0001, 12-787-0002, 12-787-0003)

Brad McIlrath, Senior Planner, indicated the City received a request to amend a subdivision plat by combining Lots 1, 2, and 3 of the JNH Subdivision into a single new lot for the properties located at approximately 360, 340, and 320 West Antelope Drive. He reviewed the proposed plan and pointed out the various easements which likely dated to the World War II era. He stated the developer and applicant had not proposed any changes to the easements and confirmed they would be in the parking lot area once it was developed.

Councilmember Bush asked if there were pipes in all of the easements. Mr. McIlrath responded yes. Councilmember Bush questioned if those pipes were still in use. Mr. McIlrath answered yes all were still active. Mr. McIlrath commented the Planning Commission reviewed the request on January 9, 2019, and forwarded a recommendation of approval subject to two conditions included in the staff report.

Councilmember Bush wondered if the single lot would be identified as Lot 1. Mr. McIlrath indicated the applicant planned to combine lots 1, 2, and 3 and name it Lot 1 and eliminate Lots 2 and 3. Councilmember Bush reported the County might not allow renumbering lots within an

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existing subdivision. Mr. McIlrath indicated if that were the case it would likely become Lot 11, and also need to be identified with a new parcel number but he would find out.

DISCUSSION ON THE AMENDED SUBDIVISION PLAT FOR THE MASONIC TEMPLE SUBDIVISION LOT 2 LOCATED AT APPROXIMATELY 723 SOUTH DEPOT STREET (TINS: 12-066-0113, 12-066-0099, 12-850-0002)

Brad McIlrath, Senior Planner, stated a request was received to amend Lot 2 of the Masonic Temple Subdivision located at approximately 723 South Depot Street to create a 32-unit townhome subdivision. He reviewed the proposed plat amendments and explained the area was zoned T-C (Town Commercial) as part of the Form Based Code rezone, which allowed for townhome development. He mentioned previously the City Council had approved the reorganization of the three properties: Lot 1, 2, and 3. Mr. McIlrath noted Lot 1 would not change other than some improvements to the parking lot; Lot 2 would be developed into the 32-unit townhome subdivision lots; and Lot 3 was proposed for a commercial office building.

Mr. McIlrath commented on January 9, 2019, the Planning Commission reviewed the request and recommended approval subject to the four conditions included with the staff report. He reviewed the site plan, composition of the units, landscaping and proposed elevations. He reported the townhomes were designed to meet Form Based Code (FBC) standards and included a pocket park, ten (10) visitor parking spaces and proposed street names that were likely to change but had been used as place holders. Mr. McIlrath indicated the applicant was attempting to work with West Square to upsize the detention basin to allow for use by both subdivisions.

Councilmember Bush questioned if there would be enough landscaping for the project to meet Code requirements. Mr. McIlrath confirmed there would be over 20 percent landscaping. There was a discussion about utility lines, secondary accesses, and plans for the other lots. Mayor Shepherd questioned whether the townhome project and the office space would be developed simultaneously. Mr. McIlrath responded townhomes were not allowed in the T-C zone unless it was part of a commercial area and to the rear, but there was no language in the FBC that required the commercial to be built prior. He stated there could be a condition, either as part of the site plan review or development agreement process, for the developer to have the office building permitted prior to allowing the completion of the townhome portion of the project.

DISCUSSION ON THE AWARD OF BID FOR THE MABEY POND WATER SUPPLY PROJECT

Eric Howes, Community Services Director, explained the Mabey Pond Water Supply Project had been discussed previously in the fall of 2018 and was intended to provide a water supply for Mabey Pond utilizing an existing well on 200 South Street that had been out of service. He stated the project would renovate the vault and connect a water line from the well that would run to the west along 200 South to 700 East and then to 300 South Street and west to Mabey Pond. He continued it also included an outfall on the southwest side of the pond, across the parking lot to a storm drain on 450 South. Mr. Howes mentioned when the project bid in the fall it was nearly twice the budgeted amount. He indicated the budget was amended to allow for the increased costs associated with the outfall.

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He commented the City solicited bids and received eleven which was much greater than the one received previously. Mr. Howes noted the lowest responsible bid was from NeZhoni Construction with a bid amount of $296,154.43. He stated the City had not worked with the company in the past; however, had received good reviews for the contractor. He indicated staff was recommending a contingency of $40,000, so the total project cost would be $336,154.43.

Councilmember Bush asked if the funds were coming from park impact fees. Mr. Howes answered yes, all the funding would be from park impact fees.

Councilmember Phipps requested to know whether or not the costs fell into the original amount budgeted for the project. He recognized there had been additional funds added to the budget for the outfall. Mr. Howes responded the original budget money would have been very close to covering the bid amount for the water supply from the well to the pond; but, with the addition of the outfall the budget had been amended to cover those additional costs.

Councilmember Peterson wondered what type of water would be coming from the well. Mr. Howes answered it would not be treated water. There was a discussion about project impacts, timelines, size of water lines, notification efforts to residents, and cleanup needed. Mr. Howes stated the contractor would be contacting residents about what would be happening. Councilmember Bush suggested a neighborhood meeting could be advantageous to notify the property owners of the project. Mr. Howes indicated there were a few residences the City would be contacting to address pump access rights prior to the project's start date. He reported contract execution and a pre-construction meeting would be held soon after the bid was awarded and anticipated it would begin towards the end of March 2019. He added the project had a 90 day construction period and it was intended to finish prior to the end of the fiscal year.

DISCUSSION ON THE WESTSIDE FOOD PANTRY

JJ Allen, City Manager, acknowledged the Council had discussed the food pantry matter during a work session in August 2018. He mentioned any action was discretionary in nature and there were two questions for the Council to consider regarding whether or not the assistance should be contingent upon the property owner obtaining a building permit for the pantry and if the best method to provide assistance would be through Open Doors. Mayor Shepherd reported on a dilemma with the concrete pad not meeting building code, thus the property owner currently had no building permit. He explained there were some creative solutions to remedy the situation that did not require demolition of the building already constructed on the pad; however, he was uncertain of the financial impacts associated with the remedy options and whether or not the property owner would be able to afford to do it. He noted it could require the operation to shut down. There was a discussion about the Westside Food Pantry and the direction the City should take moving forward to ensure the safety of the facility as well as to promote long term solutions to service the needs of the community.

Mayor Shepherd indicated Open Doors applied for an additional $2,500 of CDGB funds to help with the Westside Food Pantry. He expressed his opinion Open Doors would be the best channel to support the funds assisting the food pantry. He noted the application from Open Doors was

specifically for the purpose of using those CDBG funds to assist with the dump fees and offset costs by the Gardner family for the Westside Food Pantry. There was a discussion about the resources available to those in need within the community and the financial support from the City through CDBG pass-hrough funding.

The Council had consensus the City should continue to follow procedures in place for the building permit process to ensure public safety and standards were met in regards to the building design of the Westside Food Pantry despite any possible social or media pressures. The Council appeared supportive of Open Doors continuing to receive CDBG funding to help with needs of the community and offering some financial relief to the Westside Food Pantry.

**Councilmember Thompson moved to adjourn at 8:59 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

***The minutes for the CDRA are in a separate location***

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CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
February 19, 2019

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Mark Shepherd | Mayor |
| PRESENT: | Kent Bush | Councilmember |
| | Nike Peterson | Councilmember |
| | Vern Phipps | Councilmember |
| | Tim Roper | Councilmember |
| EXCUSED: | Karece Thompson | Councilmember |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Eric Howes | Community Services Director |
| | Spencer Brimley | Community Development Director |
| | Brad McIlrath | Senior Planner |
| | Rich Knapp | Finance Manager |
| | Trevor Cahoon | Communications Coordinator |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |

Mayor Shepherd called the meeting to order at 6:00 p.m.

DISCUSSION ON A GRANT APPLICATION TO PROVIDE SURVIVOR DRIVEN HOUSING FOR VICTIMS OF CRIME

Stuart Williams, City Attorney, stated the purpose of the discussion was to seek input and direction regarding a grant through the Utah Office for Victims of Crime (UOVC) to provide survivor driven housing for victims of crime. He indicated the City would be required to create a crime victim survivor driven housing program using the "Housing First Model" in order to be eligible. He noted the Social Institute at the University of Utah conducted a needs assessment survey in 2017 of domestic violence crime victims and the findings concluded a majority of the needs were related to housing.

Teresa Allen, Victims Coordinator, stated the grant would be an opportunity to address some of the housing issues. She explained the housing first model was an approach that focused on connecting crime victims to safe short term and long term housing as quickly as possible without

preconditions or barriers and with advocacy support. Mr. Williams indicated a huge issue facing victims currently was the need to be homeless before assistance programs were available.

Ms. Allen reviewed the allowable versus non-allowable uses for grant funding assistance to help victims with housing needs. She mentioned allowable costs covered not only staff and training but other expenses such as rental or mortgage assistance, utilities, moving, and childcare expenditures for the survivors.

Councilmember Phipps asked if the grant mandated a certain percentage of funding be used towards staffing versus victim expenditures. Mr. Williams responded no, there would be funding available for staff in addition to the funding for victims. He indicated there were currently only ten (10) programs in the State funded by the grant. He noted Weber County and Salt Lake County were the nearest programs, but so far there was no other agency receiving the grant funding in Davis County; thus, Clearfield would likely service many other agencies within the area.

Councilmember Bush asked if it was a federal grant. Mr. Williams answered it was a pass-through grant which was federally funded but allocated by the State. There was a discussion about the non-allowable types of funding and ways to find creative solutions through mobile advocacy within the community to help the victims during their immediate housing crisis. Ms. Allen stated West Valley City had a program and found addressing the housing crisis was possible because there were other programs already existing to address the other needs of victims. There was a discussion about the grant program and its flexibility to meet individual needs; the amount of funding available; its core components; the support from other cities county-wide to secure the grant funding and collaborative efforts moving forward; and the qualifications of victims to be eligible for assistance.

Ms. Allen stated UOVC had encouraged the City to apply for funding to promote greater accessibility to all victims of violent crimes, not just domestic violence crime. Mr. Williams reviewed the fiscal impacts including one-time costs, ongoing costs, and anticipated ongoing grant award amounts. He explained the one-time City costs were for remodeling the legal department's office suite creating an area for the Crime Victim's Advocate. He noted the proposed ongoing costs were proposed as a ten (10) percent increase in wages for the position of the Victim Services Coordinator to provide supervisory duties over the proposed Crime Victim Housing Advocate as well as participate in limited work assignments or activities that were not victim services related.

Councilmember Bush pointed out the grant required a twenty (20) percent match by the City. Mr. Williams confirmed it would have a 20 percent match; however, anticipated a large majority of the matched funds would be in-kind through supervisory hours, office space, fuel and vehicle expenditures. He added it was also anticipated the grant would allow for additional training opportunities which were benefits for the legal and police departments. There was a discussion about the grant application process, the possibility of its award, and the steps moving forward. Mr. Williams stated the application was due April 11, 2019, and funding was fiscally based so if awarded it would not begin until July 1, 2019.

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Councilmember Phipps wondered if the upfront costs would be part of the current fiscal year. JJ Allen, City Manager, responded if the Council were comfortable moving forward with the grant application, then staff could budget for the position in fiscal year 2020 (FY20) and move forward with the office remodeling in preparation for the additional space needed. There consensus of the Council was to move forward with the grant application and budget for the position in FY20.

DISCUSSION ON AMENDMENTS TO TITLE 2, CHAPTER 4, CITY DONATIONS

Stuart Williams, City Attorney, stated the proposed amendments to Title 2, Chapter 4, Sections 5, 6, 7, and 8 – Revenue and Finance, City Donations would make clarifications about the processes necessary when a monetary donation was made on behalf of the City. He explained some donations were reoccurring from year to year and identified as line items during the budgeting process and others came up throughout the year. He mentioned the amendments to the ordinance would provide clarity there would be an exception to the procedures currently outlined in the City Code for donations addressed during the fiscal budgeting process. Mayor Shepherd commented the purpose for the process was to provide transparency and if a donation was included with the budget it was already part of a public process and met transparency.

Councilmember Phipps expressed his concern something vague could be included in the budget. Mr. Williams responded the donation would have to be clearly identified as a line item in the budget notes. Mayor Shepherd explained the reoccurring types of donations were currently identified as line items in the budget under Council Expense; but, the Council donations expense category was not delineated for a specific use. He mentioned the City recently received a request for a donation to the Westside Food Pantry; consequently, to provide transparency the Council would need to consider such a request through a public process because the specified use of funds was not known during the budgeting process.

Mr. Williams continued the current ordinance allowed for a donation only after a determination was made by the City Council, a study was performed to support the monetary donation, and a public hearing was conducted. He commented the procedures allowed for the City Council to create a record to establish that its decision to donate public funds was done through a transparent process and included an opportunity for public input through a public hearing. He explained the City followed the transparency requirements that existed for donations through its budgeting process and associated public hearings so amendments were proposed for the current ordinance to clarify that exception. He acknowledged any donations made throughout the year would need to clearly announce the purpose of the donation and allow for public comment on the matter before any decisions were made.

Mr. Williams wondered if the Council would like to include language in the proposed amendment that allowed for a threshold amount of money to be donated without the study and public hearing process currently in place. There was a discussion about whether or not there should be a limited amount of funds that could be donated without the current processes specified in the City's Code. The consensus of the Council was to leave the ordinance as proposed and not add a threshold amount.

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DISCUSSION ON A ZONING TEXT AMENDMENT TO TITLE 11, CHAPTER 15, PARAGRAPH 8, SECTION C AMENDING THE STANDARDS FOR ON PREMISE FREESTANDING SIGNS

Brad McIlrath, Senior Planner, stated the City proposed amendments to Title 11, Chapter 15, Paragraph 8, Section C of the City Code to ensure on premise freestanding signs complied with the City's clear vision regulations. He reviewed the Code's current language, examples of on premise freestanding signs, and indicated the following changes were proposed as amendments to the City's current ordinance:

11-15-8: SIGNS THAT REQUIRE A PERMIT

C. On Premises Freestanding Signs: Freestanding signs shall be allowed as follows:

1. Commercial or manufacturing parcels or centers less than ten (10) acres in size: No freestanding signs shall be allowed.
2. Commercial or manufacturing parcels or centers larger than ten (10) acres in size: One freestanding sign shall be allowed per three hundred feet (300') of street frontage. Sign area shall not exceed three hundred (300) square feet, and sign height shall not exceed thirty five feet (35'). Signs shall comply with the clear vision regulations found in section 11-13-10 of this title.
3. For centers with more than one sign, there shall be a minimum separation of two hundred and fifty lineal feet (250') between each sign.
4. Reader boards, changeable copy areas and electronic message centers: No such devices hall exceed fifty percent (50%) of the total copy area of the freestanding sign.
5. Signs must be integrated into the development with a common theme or integrated architecturally with the buildings.
6. Signs shall have at least a one foot (1') pedestal that is constructed of materials such as stone, brick, or rock with landscaping around the base of each sign.

Mr. McIlrath mentioned the last two provisions were additions which should provide better aesthetics and promote high quality design and construction. He indicated the Planning Commission reviewed the proposed amendments at its meeting on February 6, 2019. He noted there had been a discussion during the meeting if grass would count as landscaping around the base of each sign. Mr. McIlrath explained the idea was to have the area immediately surrounding the sign as decorative rather than concrete or asphalt. He questioned if the Council had a desire to provide a better description of the landscaping. The consensus of the Council was to leave the language as it was proposed.

Mr. McIlrath commented the Planning Commission had forwarded its recommendation of approval. He asked if there were any questions. There was a discussion about whether or not the parcel size should remain limited to ten acres rather than reducing the acreage amount. Councilmember Bush pointed out the proposed language referred to parcels larger than ten (10) acres or less than ten (10) acres but had not referenced parcels which could be exactly ten (10) acres. Mr. McIlrath responded the language could be updated to include parcels of ten acres or larger and wondered if the Council also wanted to reduce the size of the parcel as discussed to an

amount smaller than ten acres. The consensus of the Council was to modify the proposed language to included parcels of ten (10) acres in size and not make reductions to the acreage size.

REVIEW OF "THE FIVE DYSFUNCTIONS OF A TEAM"

Summer Palmer, Assistant City Manager, reviewed "*The Five Dysfunctions Of A Team*" as discussed previously with the Council during its retreat meeting. She indicated the planned approach would be to revisit this topic with the Council throughout the coming year during future meetings and allow opportunities to vet the various dysfunctions and provide additional training. She explained teamwork was selected as the Core Value staff would be focusing on for the upcoming year. Ms. Palmer stated the discussions were not suggestive the City had a dysfunctional team; however, staff recognized there was always room for improvement. She mentioned the benefit of the focus on teamwork may be incremental but overall the goal was to become better as an organization.

She highlighted The Five Dysfunctions Model and the following questions were discussed:

- Where are you on the vulnerability scale?
- Do you have an aversion to conflict?
- Are you committed to our goals?
- How is accountability connected to commitment?
- Who will know if we don't achieve our results?

Ms. Palmer suggested the components of a team included:

- A relatively small group of people
- Various specialties (knowledge, skills and abilities)
- Shared common goals
- Shared in rewards and responsibilities for achieving goals
- Readily set aside individual or personal needs for the greater good of the group

She requested Mayor Shepherd, councilmembers, and executive staff take time to complete a team assessment. She reviewed the next steps in the trainings would include sharing the assessment results, focusing on areas where deficiencies were identified, continuing discussions on each part of the dysfunction pyramid in upcoming Council meetings, holding supervisor trainings and division trainings with staff, and sharing teamwork improvements and success stories throughout the coming year.

**Councilmember Roper moved to adjourn at 7:52 p.m., seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

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CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 16, 2019

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Mark Shepherd | Mayor |
| PRESENT: | Kent Bush | Councilmember |
| | Nike Peterson | Councilmember |
| | Vern Phipps | Councilmember |
| | Tim Roper | Councilmember |
| | Karece Thompson | Councilmember |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Deputy Public Works Director |
| | Eric Howes | Community Services Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Brad McIlrath | Senior Planner |
| | Trevor Cahoon | Communications Coordinator |
| | Wendy Page | Deputy Recorder |
| EXCUSED: | Nancy Dean | City Recorder |

VISITORS: Alyssa Belford – Clearfield City Youth Commission (CCYC) Chair, Shayla Bui – CCYC, Eden Bush – CCYC Vice-Chair, Arienne Coats – CCYC, Ethan Durbin – CCYC, Amy Archibald – CCYC Advisor, Chris Uccardi, Ruth Jones, Jason Hamblin – Hamblin Investments

Mayor Shepherd called the meeting to order at 6:01 p.m. and welcomed the Youth Commission members to the meeting.

DISCUSSION WITH THE YOUTH COMMISSION

Following introductions, Alyssa Belford, Youth Commission Chair, reviewed the mission statement and current membership of the Youth Commission. Eden Bush, Youth Commission Vice-Chair, reported on the 2018 and 2019 milestones accomplished and planned for the Commission which included the following:

- December 2018 – Helped two families for Christmas through donations.
- January 2019 – Attended Local Official's Day.
- March 2019 – Helped the public library with their Golden Spike program and in other areas of the community such as CIRCLES and the Planning Commission.

- July 2019 – Raise funds through the Fourth of July celebration.
- August 2019 –Recruiting event planned for the CCYC before the school year starts.

Shayla Bui, CCYC, reported the Youth Commission members surveyed over a hundred youth across the City on issues faced at home, school, and in the community. The Youth Commission members shared the statistics from the survey with the Council which identified the following top three issues faced at home, in school, and in the community:

- Issues at home:
    1. Study pressure/school work
    2. Parents fighting/divorce
    3. Poverty
- Issues at school:
    1. Stress
    2. Bullying
    3. Homework
- Issues in our community:
    1. Mental Health
    2. Poverty
    3. Substance Abuse

Councilmember Bush asked if those surveyed were high school students. Ms. Bui responded yes, over one hundred high school students responded to the survey.

Ethan Durban, CCYC, reviewed some of the questions and responses from the survey. Ms. Bush reported the primary issue identified by the responses was that City government found a strong relationship with youth zero to twelve and the older demographics of twenty plus years; however, its connection with teenagers faltered. She commented the Youth Commission could help and suggested the following ideas as solutions: more teen directed City events, creating opportunities for teens, giving the City's youth a voice, and training for leaders. A discussion ensued about ways the City could strive to develop a connection to the youth and included the following ideas:

1. Communication efforts using the Youth Commission and peer to peer messages as well as social media avenues such as Instagram and YouTube rather than Facebook.
2. Awareness and better understanding of service opportunities directed specifically to teens could increase attendance during the City's events such as the annual Take Pride in Clearfield Day.
3. Activities or events geared specifically to teens could be facilitated and promoted by the Youth Commission.
4. Networking with Human Resource professionals to provide mock interviews for teens could be done if teens were interested as identified by the survey.
5. Encourage and provide leadership training for the Youth Commission and strive to seek out teens interested in learning more about the City and getting involved as leaders.

Councilmember Roper explained the feedback and statistics areas identified had already been on the minds of government officials and working with the Youth Commission would help bridge the gap to reach the teen audience. Mayor Shepherd and councilmembers thanked the Youth Commission members for their service on the Youth Commission as well as with other boards.

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DISCUSSION ON A REQUEST TO REZONE THE PROPERTIES LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TIN: 12-019-0103 AND 12-711-0112) FROM A-1 (AGRICULTURAL) TO R-1-0PEN (RESIDENTIAL)

Brad McIlrath, Senior Planner, reviewed the rezone request for the properties located at approximately 875 West 200 North from A-1 (Agricultural) to R-1-Open (Residential). He indicated the request would be for the fifth and final phase of the Autumn Ridge Single-Family development. He mentioned the R-1-Open zone was not encouraged in the General Plan for zoning of new parcels; however, the request was made so Phase 5 could match the other four phases of the development. Mr. McIlrath explained the south parcel was subdivided and dedicated for storm water detention for Phase 4 of the development, but it was not rezoned at the time of that development so it had been included with the current rezone request.

Councilmember Bush asked if the detention basin was designed for Phase 5 also. Mr. McIlrath answered no, it was designed for Phase 4; but, the detention basin would be enlarged to meet the demands of both phases. He reviewed a map of the area to show the configuration of the development. Councilmember Bush questioned if the area north of 200 North would be a cul-de-sac or connect to the neighboring property. Mr. McIlrath responded 200 North would loop around and connect into 75 North. He added the utility infrastructure was previously put in place. There was a discussion about whether or not the Church of Jesus Christ of Latter-Day Saints owned and planned to develop its neighboring property. Jason Hamblin, applicant, indicated he had heard from church representatives last week and was told the church planned to keep the property; however, it was still unknown when it would be developed.

Mr. McIlrath indicated Phases 1, 2 and 3 all had the same home owners association (HOA) and Phase 4 did not get recorded properly establishing an HOA. He noted a requirement of the R-1-Open zone was to provide a certain percentage of land as open space based on the amount of lots; consequently, staff would be working with the applicant to make sure any issues were addressed as the project developed because the detention basin had not been well maintained in the past. He mentioned the Planning Commission reviewed the request at its meeting on April 3, 2019, and recommended approval. He stated the Council would consider the request at its meeting on Tuesday, April 23, 2019.

DISCUSSION ON A REQUEST TO REZONE THE PROPERTY LOCATED AT APPROXIMATELY 49 WEST 300 NORTH (TIN: 12-020-0007) FROM R-1-8 (RESIDENTIAL) TO C-2 (COMMERCIAL)

Brad McIlrath, Senior Planner, stated the City received a request to rezone the property known as Barneck Preschool located at approximately 49 West 300 North. He indicated the City's business license records showed the property had been commercially licensed since 2007 but it was currently zoned for residential use. He reviewed the Future Land Use Map of the General Plan and current Zoning Map with the Council. Mr. McIlrath explained the proposed zone change was consistent with and supported by the General Plan.

He noted a letter from a neighboring resident was received in response to the rezone request addressing his concerns about rezoning it to commercial as well as parking issues. Mr. McIlrath

mentioned the concerns the neighbor had about parking were not able to be addressed through the rezone application process. Councilmember Bush indicated if the property to the east could be purchased it could help with parking issues. There was a discussion about the purpose of the rezone which would allow for the use to be conforming and allow for expansion if ever the opportunity were available in the future. Mayor Shepherd pointed out the property would be more marketable as a commercial property. Mr. McIlrath commented the Planning Commission reviewed the rezone request at its meeting on April 3, 2019 and recommended approval.

DISCUSSION ON A REQUEST TO AMEND THE KENSINGTON PLACE PHASE 2 SUBDIVISION PLAT LOCATED AT APPROXIMATELY 852 AND 880 SOUTH 550 EAST (TIN: 12-815-0001 AND 12-815-0002)

Brad McIlrath, Senior Planner, stated the City received a request to amend the Kensington Place Phase 2 Subdivision. He explained the owner of the development was able to acquire some properties and wanted to make improvements. He reviewed the amended subdivision plat which included the construction of six additional townhome lots and an office/storage space for maintenance equipment. Mr. McIlrath said the subdivision was approved with a development agreement in the past and so an amended development agreement would be necessary if the amendment to the plat were approved.

Councilmember Bush asked if the increase in number of units would require additional visitor parking. Mr. McIlrath responded if no additional parking were added, it met the minimum requirements. There was a discussion about parking and accesses within the development.

Mr. McIlrath mentioned on April 3, 2019, the Planning Commission reviewed the request and recommended its approval subject to the five conditions included with the staff report. He pointed out condition number two spoke of the amended development agreement for Kensington Place Phase 2 Amended which would need to be approved and executed between the City and the developer. He commented the amended development agreement would need to ensure the expansion met the design standards. Mr. McIlrath stated he had already confirmed the additional units would not be over the maximum density allowed by the R-3 (Multi-family Residential) zone; however, the office space could not be converted to housing in the future or it would exceed the allowed density.

Councilmember Peterson wondered if the North Davis Fire District (NDFD) had approved the accesses. Mr. McIlrath answered Deputy Chief John Taylor had indicated the NDFD would be okay with the access as it was because it had previously approved the breakable chained access between Phase 1 and Phase 2.

Councilmember Bush questioned if the square footage of the proposed units would be the same as existing units. Mr. McIlrath confirmed it would be exactly the same.

**Councilmember Peterson moved to adjourn as the City Council and reconvene as the CDRA in work session at 6:50 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

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***The minutes for the CDRA are in a separate location***

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CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
April 23, 2019

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Mark Shepherd | Mayor |
| PRESENT: | Kent Bush | Councilmember |
| | Nike Peterson | Councilmember |
| | Vern Phipps | Councilmember |
| | Tim Roper | Councilmember |
| | Karece Thompson | Councilmember |
| STAFF PRESENT: | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Public Works Deputy Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Trevor Cahoon | Communications Coordinator |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |
| EXCUSED: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Eric Howes | Community Services Director |

VISITORS: Ruth Jones, Todd Goff, John K. Ryan, Jolene Goff, Bob Bercher, Jason Hamblin

Mayor Shepherd called the meeting to order at 7:00 p.m.

Mayor Shepherd informed the audience that if they would like to comment during the Public Hearing or Open Comment Period there were forms to fill out by the door.

Councilmember Bush led the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE APRIL 2, 2019 WORK SESSION AND THE APRIL 9, 2019 POLICY SESSION

**Councilmember Phipps moved to approve the minutes from the April 2, 2019 work session and the April 9, 2019 policy session; as written, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.**

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PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTIES LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TIN: 12-019-0103 AND 12-711-0112) FROM A-1 (AGRICULTURAL) TO R-1-OPEN (RESIDENTIAL)

Spencer Brimley, Community Development Director, stated the request was to rezone properties located at approximately 875 West 200 North from A-1 (Agricultural) to R-1-Open (Residential). He explained the developer planned to subdivide and complete the fifth and final phase of the Autumn Ridge single-family development. He noted the purpose for the rezone was to match the zoning classification of all the other phases of the Autumn Ridge development. Mr. Brimley mentioned on April 3, 2019, the Planning Commission reviewed the request and recommended its approval. He added it was reviewed by the Council during work session on April 16, 2019.

Mayor Shepherd opened the public hearing at 7:04 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

**Councilmember Roper moved to close the public hearing at 7:05 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.**

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTY LOCATED AT APPROXIMATELY 49 WEST 300 NORTH (TIN: 12-020-0007) FROM R-1-8 (RESIDENTIAL) TO C-2 (COMMERCIAL)

Spencer Brimley, Community Development Director, indicated the request was to rezone the property located at 49 West 300 North from R-1-8 (Residential) to C-2 (Commercial). He noted the home was previously used as a residence with a home preschool, but currently it was solely used as a commercial preschool. He explained the proposed zone change was consistent with the City's General Plan and was supported by the Future Land Use Map designation of Mixed-Use.

Mr. Brimley commented the City received a letter opposing the rezone by John Elwin Stapley, resident. He read the letter. He noted Mr. Stapley lived to the north of the property requesting the rezone.

Mr. Brimley informed the Council that the Planning Commission reviewed the request on April 3, 2019, and recommended its approval. He continued the Council discussed the request in its work session on April 16, 2019.

Mayor Shepherd opened the public hearing at 7:07 p.m.

Mayor Shepherd asked for public comments and questioned if the applicant would like to comment on the letter or the rezone request.

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*Todd Goff*, applicant, commented the business operated as a preschool not a daycare as indicated in the letter that was read.

**Councilmember Bush moved to close the public hearing at 7:08 p.m. seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.**

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST FOR AN AMENDMENT TO THE KENSINGTON PLACE PHASE 2 SUBDIVISION PLAT LOCATED AT APPROXIMATELY 852 AND 880 SOUTH 550 EAST (TIN: 12-815-0001 AND 12-815-0002)

Spencer Brimley, Community Development Director, acknowledged the City received a request to amend the Kensington Place Phase 2 Subdivision Plat located at approximately 852 and 880 South 550 East. He stated the developer was proposing to add six additional townhome properties and an office/garage property to the subdivision. He mentioned there was a development agreement in place for the original plat that had not been recorded so the amended plat would require an amendment to the development agreement also. Mr. Brimley reviewed the proposed plat amendment. He commented the Planning Commission heard the request on April 3, 2019, and recommended approval subject to five conditions included with the staff report. He noted the Council had reviewed the request at its work session on April 16, 2019.

Mayor Shepherd opened the public hearing at 7:10 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

**Councilmember Peterson moved to close the public hearing at 7:10 p.m. seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.**

PUBLIC HEARING TO REVIEW AND ADOPT THE 2019/2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

Spencer Brimley, Community Development Director, commented the draft 2019/2020 Community Development Block Grant (CDBG) One-Year Action Plan was presented to the Council and the public comment period was opened on March 12, 2019. He indicated the plan was necessary for the City to qualify for CDBG funds through the Department of Housing and Urban Development (HUD). He stated the plan covered the program year July 1, 2019 to June 30, 2020. Mr. Brimley acknowledged the 30-day comment period would conclude with the public hearing. He noted residents were given the opportunity to review the draft plan and comment; however, no written comments had been received.

Mayor Shepherd opened the public hearing at 7:12 p.m.

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Mayor Shepherd asked for public comments.

There were no public comments.

**Councilmember Bush moved to close the public hearing at 7:13 p.m. seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.**

OPEN COMMENT PERIOD

There were no public comments.

APPROVAL OF ORDINANCE 2019-12 REZONING PROPERTIES LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TIN: 12-019-0103 AND 12-711-0112) FROM A-1 (AGRICULTURAL) TO R-1-OPEN (RESIDENTIAL)

**Councilmember Peterson moved to approve Ordinance 2019-12 rezoning properties located at approximately 875 West 200 North from A-1 (Agricultural) to R-1-Open (Residential) and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

APPROVAL OF ORDINANCE 2019-11 REZONING PROPERTY LOCATED AT 49 WEST 300 NORTH (TIN: 12-020-0007) FROM R-1-8 (RESIDENTIAL) TO C-2 (COMMERCIAL)

Councilmember Bush mentioned the property lines shown on the plat included area to the center of the street on 300 North. He advised the property owner if the property from the sidewalk to the street were deeded through a quit claim process it would reduce the square footage of the property and slightly reduce the property taxes. There was a discussion on the process needed for a quit claim deed. Spencer Brimley, Community Development Director, offered to meet with the applicant to discuss it in further detail following the meeting.

**Councilmember Phipps moved to approve Ordinance 2019-11 rezoning property located at 49 West 300 North (TIN: 12-020-0007) from R-1-8 (Residential) to C-2 (Commercial) and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

APPROVAL OF AN AMENDMENT TO THE KENSINGTON PLACE PHASE 2 SUBDIVISION PLAT LOCATED AT APPROXIMATELY 852 AND 880 SOUTH 550 EAST (TIN: 12-815-0001 AND 12-815-0002)

**Councilmember Thompson moved to approve an amendment to the Kensington Place Phase 2 Subdivision Plat located at approximately 852 and 880 South 550 East (TIN: 12-815-0001 and 12-815-0002) with the five conditions recommended by the Planning Commission and authorize the Mayor's signature to any necessary documents, seconded by**

**Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

APPROVAL OF THE 2019/2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

Mayor Shepherd asked how much money was available for a lot purchase. Spencer Brimley, Community Development Director, stated it was increased for the plan year to $70,000. Mayor Shepherd indicated if the City could not locate a lot, a justifiable use for the CDBG funding was a library. He noted using the funds to assist with the library planned for Clearfield Junction could be an alternate consideration.

**Councilmember Roper moved to approve the 2019/2020 Community Development Block Grant (CDBG) One-Year Action Plan and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENT OF INDIVIDUALS TO THE PLANNING COMMISSION

Mayor Shepherd stated Planning Commissioner Levi Lloyd resigned and was moving from the City, creating a vacancy for a regular member. Mayor Shepherd and the City Council conducted interviews for Planning Commission vacancies during work session on March 19, 2019. Mayor Shepherd recommended appointing Brett McAllister, alternate member, to fill the regular member vacancy and Jacoby Marston to serve as an alternate member.

**Councilmember Peterson moved to approve and consent to the Mayor's appointment of Brett McAllister as a regular member of the Planning Commission filling the vacancy of Levi Lloyd with a term expiring February 2020 and Jacoby Marston as an alternate member filling the vacancy of Brett McAllister with a term expiring in February 2023 and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

APPROVAL OF A PROCLAMATION DECLARING APRIL 26, 2019 AS ARBOR DAY IN CLEARFIELD CITY

Mayor Shepherd explained Clearfield City was preparing to celebrate Arbor Day on Friday, April 26, 2019. Curtis Dickson, Community Services Deputy Director, explained the City supported all efforts to plant and protect trees within its boundaries because trees were valuable to the City's environment. He noted the City had received the "Tree City USA" designation for the past 24 years which was a tribute to the City's parks department staff. He announced on Friday, April 26, 2019 the City would have an event to plant trees at Fox Hollow Park beginning at 10:00 a.m. Mayor Shepherd reviewed the proclamation and declared April 26, 2019 as "Arbor Day" in the City of Clearfield.

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**Councilmember Bush moved to approve the Proclamation officially declaring April 26, 2019 as Arbor Day" in the City of Clearfield and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

COMMUNICATION ITEMS

***Mayor Shepherd***

1. Held meetings with the National Veterans Intermediary group during the past couple of weeks to collaborate on how to make 211work for the veterans in the local area.
2. Reported the final "Lunch with the Mayor" for the school year was held on April 10, 2019. He stated there were amazing kids in the City and thanked Allegiant Nonstop, formerly G4CE, for hosting the event and providing the entertainment for the kids.
3. Attended the final lunch with the President's Council at Clearfield High School on April 19, 2019. He mentioned there was a 5K planned for April 27, 2019 and any proceeds from the event would assist the food pantry at CHS.
4. Announced Clearfield High School's graduation was May 30, 2019 at 9:00 a.m. at the Weber State University Dee Event Center.
5. Met with the Wasatch Front Regional Council (WFRC) to review projects. He mentioned there were projects presented for approval of congestion mitigation and air quality (CMAQ) funding. He expressed his concern only one of the four presented projects may have an effect on congestion mitigation or air quality improvement. He conveyed his disappointment projects were approved which had not met the qualifications and suggested it was a poor use of taxpayer funds to allow projects that would not assist in congestion mitigation or air quality improvement. He expressed his concern the City did not have any projects on the list for consideration. He voiced his desire to find a qualified project in the City that would meet the qualifications for that type of funding.
6. Thanked staff, the American Legion, the Utah Military Academy, and Country Pines for its efforts in providing over 16,000 eggs for the City's Easter egg hunt held on April 20, 2019. He thanked Winegars and Kent's Market for providing the donuts and hot chocolate as well.
7. Attended the Children's Justice Center open house in Farmington. He requested a tour of the facility be arranged for the Council.
8. Provided a proclamation to AAA Northern California, Nevada and Utah on April 19, 2019 at its safety event held at the AAA Member Services Center in Clearfield. He thanked AAA for its commitment to the community.
9. Met with the County Library Board on April 22, 2019, to discuss potential donations to the library. He mentioned the new library building could be two stories and was intended to be a technology hub. He noted any fundraising efforts would help offset costs for equipment and allow for improvements for the library building itself.
10. Recognized an employee for assisting Robert Stotts, resident, who had crashed on his bicycle.

***Councilmember Bush***

1. Reported attending the water conference with the Sewer District Board the week of April 9, 2019. He mentioned there were many classes and innovative ideas shared about sewer, irrigation, and storm water.
2. Recently attended a luncheon for Job Corp at the Davis Technical College (DTC). He mentioned good partnerships were forming between the schools and students.
3. Attended the United Way event on April 9, 2019, recognizing Wasatch Elementary with its award for being one of the most improved Title I schools in the Nation.

4. Participated in the open house at Chancellor Gardens on April 16, 2019, for its 20th anniversary luncheon.
5. Attended the Davis Education Foundation Gala on April 18, 2019.
6. Thanked the Park's Department staff for its efforts with the City's Easter egg hunt on April 20, 2019.

***Councilmember Peterson*** – reported the North Davis Fire District (NDFD) presented its tentative budget for the year which was available for review on its website. She indicated NDFD had about a $4.6 million operations budget which included an upgrade to the Clearfield station's doors as a safety improvement. She noted there would be an open comment period for the next 60 days for the public to comment before its final adoption.

***Councilmember Phipps*** – reported the Wasatch Integrated Waste Management District Board was in its budgeting process and planned to consider approval of its tentative budget in May. He explained funds were well managed and with the $2 per can increase not only would Wasatch Integrated be able to cover the bond as planned, but be able to put some aside for operating expenses. He noted the transfer station was nearly completed. He stated the contract award for the materials recovery facility would be considered in May and construction would follow immediately after its approval. He acknowledged the intended completion date was March 2020. He indicated in May the landfill would begin charging a fee for mattress disposal to cover the costs associated with its recycling.

***Councilmember Roper***
1. Reported the North Davis Fire District had a historic moment at its Board meeting last week when Sunset City was able to vote. He welcomed Sunset City to the Fire District and mentioned there was an in depth discussion on how the Board would be organized.
2. Thanked the City Council for allowing the Youth Commission to have time during work session on April 16, 2019, to present its survey results from high school students. Mayor Shepherd commented he was able to discuss the results with the student body officers at Clearfield High School on April 19, 2019.

***Councilmember Thompson***
1. Reported on updates from the Mosquito Abatement District. He mentioned there were continuous meetings to discuss keeping the drone regulations updated and consistent. He commented in-house safety inspections would be done on the foggers. He continued larvae spraying began in April. He noted the District had received an award.
2. Encouraged participation in the Census 2020. He acknowledged its importance in helping the City to obtain federal funding opportunities. He stated many were concerned about impacts from answering the citizenship question. He indicated the Census Bureau would process incomplete surveys but completed information was preferred because it provided a more accurate accounting of the population needing services. He continued laws were in place to protect individual identities for 72 years, committee meetings would be held during the upcoming year in preparation for the Census, and messaging would begin to encourage participation and dispel myths.

## STAFF REPORTS

***Nancy Dean, City Recorder*** –reviewed the Council's schedule:

- Work Session on April 30, 2019
- Joint Work Session with the Planning Commission on May 7, 2019
- Policy Session on May 14, 2019
- Work Session on May 21, 2019
- Policy Session on May 28, 2019

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***Trevor Cahoon, Communications Coordinator*** – reviewed upcoming events with the Council and indicated there should be good attendance at many of the celebrate Clearfield events planned for the upcoming week due to the postcard that went by mail to all residents. He highlighted the following events for the Council's participation:

- April 27, 2019 – Take Pride in Clearfield Day and dumpster drop
- April 29, 2019 – Everyone Matters Event at City Hall
- May 2, 2019 – Police Outreach event at the Clearfield Aquatic and Fitness Center
- May 21, 2019 – Dedication ceremony planned for Hamblin Park would be at 5:00 p.m.

Mr. Cahoon stated in mid-May the promotions would begin for the City's Fourth of July celebration.

Councilmember Bush indicated many from the North Davis Utah Kiwanis Club would be participating in the cleanup efforts at Kiwanis Park at 7:30 a.m. on Saturday, April 27, 2019. Mr. Cahoon noted City staff would be at Mabey Pond to take part in the Take Pride in Clearfield cleanup project that same morning.

Mayor Shepherd announced he and the City Council would be attending the Utah League of Cities and Towns (ULCT) meetings April 23 through April 26, 2019 in St. George.

**Councilmember Thompson moved to adjourn as the City Council and reconvene as the CDRA in policy session at 7:52 p.m., seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

***The minutes for the CDRA are in a separate location***

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CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 30, 2019

City Building
55 South State Street
Clearfield City, Utah

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| PRESIDING: | Mark Shepherd | Mayor |
| PRESENT: | Kent Bush | Councilmember |
| | Nike Peterson | Councilmember |
| | Vern Phipps | Councilmember |
| | Tim Roper | Councilmember |
| | Karece Thompson | Councilmember |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | John Meek | Emergency Preparedness Manager |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Public Work Deputy Director |
| | Kamilla Schultz | Engineer |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Brad McIlrath | Senior Planner |
| | Lee Naylor | Accountant |
| | Trevor Cahoon | Communications Coordinator |
| | Jenn Wiggins | Marketing Intern |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |
| EXCUSED: | Eric Howes | Community Services Director |
| | Rich Knapp | Finance Manager |

VISITORS: Ruth Jones, Nathan Stong, Jeff Bunderson, Adam McClurg, Brayden Burnett, Brett McClurg, Carter Hoffman, Sawyer Shelton, TJ Hanson, Zach Bott

Mayor Shepherd called the meeting to order at 6:06 p.m.

Councilmember Peterson arrived at 6:11 p.m.

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DISCUSSION ON A REQUEST TO AMEND THE CITY'S GENERAL PLAN FUTURE LAND USE MAP DESIGNATING THE PROPERTIES LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TIN: 09-341-0306 AND 09-341-0305) FROM COMMERCIAL TO RESIDENTIAL

Brad McIlrath, Senior Planner, stated a request had been presented to the Planning Commission during its meeting on April 17, 2019, to amend the City's General Plan from Commercial to Residential for 9.067 acres of the property located at approximately 1300 South 2000 East. He explained the request was to amend the Future Land Use Map along with a rezone request to enable the developer, if approved, to develop the area with an apartment community containing 225 luxury units. He added the amendment and rezone requests were to allow for an increased density of up to 25 units per acre. Mr. McIlrath pointed out the properties were part of a larger commercial area which was zoned C-2 (Commercial); however, in 1986 according to a review of the City's Comprehensive Master Plan, the land was designated as Residential but had been changed since then to Commercial.

He noted the purpose for the proposed request was to match the triangular portion of the property to the surrounding uses while keeping the remaining area for commercial development. Mr. McIlrath reviewed the conceptual plan provided by the applicant. He commented Public Works staff had looked at the concept plan and identified some improvements necessary for the infrastructure. He commented staff had recommended approval of the amendment to the Planning Commission and those findings had been included in the staff report. Mr. McIlrath stated the Planning Commission, after its review and discussion, forwarded a recommendation of approval to the Council.

There was a discussion about the request and impacts on future development in the area. Mayor Shepherd highlighted the planned residential development components which included four story buildings, tuck under garages, amenities, and connections to multiple trails. Councilmember Peterson wondered if the units would be owner occupied or rentals. Mayor Shepherd said the units were planned as rentals. Councilmember Peterson wondered how accesses were being planned. She expressed her concern that access not have a negative impact on the future development of the neighboring commercial parcels. Mr. McIlrath responded there would be a new access created for the project; however, it had not yet been engineered but should not have a negative impact on other development.

He pointed out the developer had been willing to provide multiple trail accesses with the project which would benefit the City and provide better security in the area than if it were a commercial development. There was a discussion on the timeframe of the project. Mayor Shepherd indicated the developer would like to move forward as soon as possible and could begin construction during the current year, if approved. Mr. McIlrath pointed out the General Plan amendment and the rezone would be considered during the next policy session on May 14, 2019; however, the development agreement required for the special purpose overlay would not be ready so it would be considered in conjunction with the site plan. JJ Allen, City Manager, suggested the rezone be considered contingent on the approval of a development agreement at a future date.

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DISCUSSION ON A REQUEST TO REZONE PROPERTY LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TIN: 09-341-0306 AND 09-341-0305) FROM C-2 (COMMERCIAL) TO R-3-SP (RESIDENTIAL WITH SPECIAL PURPOSE OVERLAY)

Brad McIlrath, Senior Planner, acknowledged the rezone request was in conjunction with the amendment to the General Plan Future Land Use Map as previously discussed for the property located at approximately 1300 South 2000 East. He mentioned the Council could consider the rezone from C-2 (Commercial) to R-3-SP (Residential with Special Purpose Overlay) at its next policy session but the purpose of the Special Purpose Overlay was to allow a density of 25 units to the acre. He reviewed a density comparison of apartments in the area both existing and proposed. Mr. McIlrath indicated the Planning Commission had reviewed the request at its meeting on April 17, 2019, and recommended approval.

DISCUSSION ON AN INTERLOCAL COOPERATIVE AGREEMENT WITH LAYTON CITY FOR THE SANITARY SEWER SERVICE CONNECTION FOR THE RC WILLEY STORE LOCATED AT APPROXIMATELY 2205 NORTH 1400 WEST IN LAYTON CITY

Kamilla Schultz, Staff Engineer, stated RC Willey was constructing a retail store in Layton City near 1450 Legend Hills Drive. She acknowledged RC Willey was requesting to tie into the City's sanitary sewer system. She noted staff had been working cooperatively with Layton City in an effort to provide the necessary utilities to support the development in the area for both cities.

Ms. Schultz reviewed the site location and utility map. She indicated the Interlocal Cooperative Agreement set forth the terms so a connection could be made to the City's sanitary sewer system. Councilmember Bush asked if the impact fees the City would collect would be based on Clearfield or Layton City's rates. Ms. Schultz answered the impact fees paid to the City by the developer would be based on Clearfield's rates. She added RC Willey would be paying the City for the sanitary sewer system services as well.

Councilmember Phipps questioned if the City's system could handle the volume for the needs of the store. Ms. Schultz responded staff had analyzed its capacity about a year ago to confirm it could provide for the increased volume. She stated the recommendation from staff would be to approve the Interlocal Agreement with Layton City for the sanitary sewer service connection for the RC Willey Store.

Stuart Williams, City Attorney, commented the Layton City attorney had been complimentary of City staff and its efforts of collaboration towards accomplishing the project.

DISCUSSION ON THE FEDERAL AID AGREEMENT WITH THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT) FOR THE 500 WEST ROADWAY EXTENSION PROJECT

Kamilla Schultz, Staff Engineer, stated the Federal Aid Agreement was with the Utah Department of Transportation (UDOT) for the 500 West Roadway Extension project. She noted the City was the lead agency for Phase 1 of a larger regional plan coordinated through the

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Wasatch Front Regional Council (WFRC), UDOT, Layton City, Syracuse City, and Clearfield. She said the environmental study had been completed and approved by UDOT.

Ms. Schultz indicated the next step of the project would be design, property acquisitions, and construction, so the agreement would allow the City to trigger the federal dollars. She reviewed the details of the Federal Aid Agreement which outlined the roles and responsibilities of both UDOT and the City for compliance with the federal aid process. She pointed out a copy of the agreement had been provided in the agenda packet.

Councilmember Peterson commented in her review of the document it seemed to be a standard agreement without much room for negotiations. Ms. Schultz responded she was very familiar with the federal process and the agreement was standard to ensure the funds were accounted for and used appropriately. Councilmember Bush asked about Layton City's involvement with the project. Ms. Schultz indicated in a future phase of the project the roadway was planned to extend into Layton City. She continued Syracuse City had been awarded money for Phase 2 of the project; however, was not certain if Layton City had applied for funding or been approved yet for Phase 3.

DISCUSSION ON EMERGENCY SERVICES PREPAREDNESS AND THE CITY'S ACTION PLANS

JJ Allen, City Manager, indicated the last discussion with the Council about the City's Emergency Operations Plan (EOP) resulted in staff moving forward to prepare three documents which would assist with the City's emergency preparedness efforts. He highlighted the three documents and the purpose for which each was prepared:

- EOP – technical document with the Federal Emergency Management Agency (FEMA) language for in-house trained experts in emergency responses.
- Guidebook for Staff and Elected Officials – plain language to provide direction and expectations during an emergency.
- Resident Handbook – geared to help residents and business owners in the City with personal emergency preparedness.

Mr. Allen reported the EOP was not a document that required formal adoption by the City Council, but was to be used as a working document and updates could be made as needed through an administrative process.

John Meek, Emergency Preparedness Manager, reviewed the drafted easy to use handbook for staff and elected officials which included a table of contents, various phases of emergency, response conditions, a checklist and responsibilities, hazards checklist, and the Emergency Operation Center (EOC) Organizational Chart. He thanked Jenn Wiggins, Marketing Intern, for her assistance in formatting the handbooks. There was a discussion about the roles and responsibilities; staff's efforts to secure supplies and a safe place for storing them that was accessible in an emergency; communication methods available to staff and elected officials; unified messaging during an emergency; and intergovernmental coordination efforts during an emergency.

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He stressed the role of elected officials in an emergency would be to first check on their own families and then report to the City building to assist as needed.

Councilmember Thompson commented another community had expressed its challenges with federal bureaucracy and hoped the City was familiar with the federal processes and types of funding available so it did not have to experience similar issues. There was a discussion about the City's need to be resilient on its own because FEMA assistance was limited but documentation was important when completing all of those required forms. Mr. Meek suggested photos would be a valuable form of documentation in addition to logging the volunteer hours utilized during an emergency.

Councilmember Phipps stated he toured the Washington County EOC during ULCT meetings. He indicated the County Sherriff reported the County had its own internal software package for managing volunteers and implied, because it was built in-house, there was the possibility it could be shared with other agencies. There was a discussion about the need for tracking and coordinating volunteers in an accurate and time sensitive manner. Mr. Meek responded opportunities to practice emergency responses and further train staff and elected officials through table-top exercises would be another step towards preparedness efforts.

Councilmember Phipps reported he did not find the roles and responsibilities of the City Council clearly defined in the emergency response booklet. Mr. Meek stated there was a role for the City Council and apologized it was not included. He explained the City Council's role would be to report to the City building if needed for any policy decisions and spread the word to residents with a unified message through the public information officer (PIO). There was a discussion about the Council's roles and responsibilities. The consensus of the Council was to include the roles and responsibilities of the Council in an explicit way in the guidebook; thus, providing clarity as well as training for future legislative bodies. Mr. Meek stated he would research the roles and add those duties to the guidebook.

Councilmember Phipps questioned if the City had pre-contract agreements in place to allow the City access to necessary resources during an emergency. Mr. Meek stated he would work with staff moving forward so they could be added to the EOP. There was a discussion about how the communication efforts should work during an emergency. Kelly Bennett, Police Chief, reported the City had its own AM radio station; however, it was not currently working but would be a source of communication in an emergency. Councilmember Bush suggested the radio channel information be added to the booklet for residents. Mr. Meek indicated once the radio station was functioning again it could be shared with the public and added to the City's webpage.

He reviewed the emergency handbook for residents. Mr. Meek continued this resource book would be added to the City's webpage so residents could access it. Trevor Cahoon, Communication Coordinator, reported staff planned to develop monthly messaging to promote emergency preparedness for the City's residents in a one page format with action items and reminders pointing residents to the City's webpage for additional information. There was a discussion about challenges the City could face during an emergency.

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Mr. Meek stated staff would plan training opportunities for residents and begin encouraging preparedness during City events and through its messaging efforts. Councilmember Peterson suggested having a one page document that supported the messaging that could be accessible on the City's website. There was a discussion about the planned efforts going forward to help the City and its residents with emergency preparedness. Councilmember Phipps expressed appreciation to staff for its efforts and consistent progress.

DISCUSSION ON THE POSSIBILITY OF BRINGING UTOPIA FIBER TO THE CITY

Summer Palmer, Assistant City Manager, indicated staff recently met with representatives from UTOPIA to learn more about the possibility of bringing UTOPIA Fiber to the City. She mentioned the Council in its January strategic planning meeting had ranked pursuing the addition of UTOPIA as a Tier 2 priority. She stated UTOPIA would bring top speeds, price, service and value for telecommunications service to cities. Ms. Palmer commented the first step necessary would be to conduct a survey of residents to help determine the viability of bringing fiber to Clearfield. She continued if the Council agreed the survey would be distributed through all methods of communication to the City's residents.

Ms. Palmer noted the financing was not discussed with UTOPIA but there was a back stop number that would need to be met to acquire the service at a rate that would be beneficial. Councilmember Bush questioned if it was similar the City's recycling program where more participation would help make it more affordable. Ms. Palmer responded yes. She added business participation would be helpful and there were already several businesses with UTOPIA fiber in the City. She mentioned initially it had been discussed those already participating would not be included towards the back stop number; however, further discussions with UTOPIA representatives led to the possibility of its willingness to reconsider those numbers if necessary once the results of the survey were collected.

Ms. Palmer reviewed the survey questions. She indicated the questions were stock questions to provide UTOPIA with the information it would need to provide the best information back to the City. She stated the survey questions could be changed if needed. There was a discussion about the capability of fiber connections, the methods of communication which could be used to encourage the survey, the timeframe the survey would be available, and the possibility of adding a question to better determine if the person completing the survey was a decision maker or not.

Mayor Shepherd wondered if the survey would be polling residents in apartments or the actual complex that regulated the type of service available to the complex. Ms. Palmer said the survey could be done for both; however, resident data would be collected. She stated the apartment complexes would be counted towards business participation and that was why she further insisted those businesses in the City be counted towards the back stop number which would ultimately influence the service rates. Mayor Shepherd expressed his concern the survey could provide misleading data if there was not a way to factor in whether or not those completing the survey were renters or decision makers. He suggested a separate question be added to the survey asking if the person was a renter and if the landlord made the decision on the complex's WiFi service. He also wanted to be able to determine the service was desirable by the tenant.

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Ms. Palmer commented she would ask further questions about the survey to determine how the data would influence the take away and see if a question could be added to better identify the issues discussed. She asked if the Council was in favor of releasing the survey to businesses and residents. The Council was in consensus to move forward with the survey of businesses and residents.

DISCUSSION ON THE FISCAL YEAR 2020 BUDGET

Lee Naylor, Accountant, highlighted the budget topics which had been discussed during prior work sessions. He stated the tentative budget would be considered for adoption during policy session on May 14, 2019. He indicated staff had been working on creating the budget for Fiscal Year 2020 (FY20). Mr. Naylor explained there were still items that were being estimated until further information was determined: property tax revenue, health insurance premiums, property and liability insurance premiums, capital projects that might not be completed by June 30, 2019, and the indirect cost allocation.

He pointed out the following changes had been made to the budget since prior discussions:

- Reduced the admin transfer from CDRA revenue to the General Fund – $3,846
- Reduced FY20 cemetery expansion project in the General Fund – ($250,000)
- Sewer monitoring and modeling in the Sewer Fund – $85,000
- Pacific Park storm/escrow funded in the Storm Fund – $34,000
- Communications Suite in the General Fund – $5,000
- Waste Management fee increase of 60 cents per can in the Garbage Fund – $85,500
- EDA #3 – CMAQ grant match for trail connections from Clearfield Station to Freeport in the CDRA Fund – $120,000

JJ Allen, City Manager, stated some of the items had not yet been discussed with the Council and requested additional details about each item be reviewed. Kamilla Schultz, Staff Engineer, stated the sewer monitoring and modeling would be done for six man holes which had been identified in order to project future usage for the City. She reported the data would help in planning for future growth and development of the City.

Councilmember Phipps questioned if the City knew what the anticipated costs would be for the cemetery expansion. Curtis Dickson, Community Services Deputy Director, explained the City received the estimated cost for construction which was much higher than anticipated. He reported staff planned a phased approach for the expansion over the next few years. JJ Allen, City Manager, explained the original cost estimate included in the budget was for $500,000 but the actual cost estimate was around $850,000; consequently, the FY20 budget was reduced by $250,000 to accomplish only the first phase of the expansion which included the utility work.

Mr. Allen explained the challenges the City had with a development on Pacific Street and its retention basin. He mentioned the City received $34,000 held in escrow for the project to its Storm Fund. He reported the plan was to use those funds to have the basin conveyed to the City so it could be owned, improved and operated by the City in the future. Scott Hodge, Public Works Director, commented the preliminary costs were estimated to be around $50,000.

Mr. Naylor indicated improvements to the communications suite had not yet been included with the budget but the anticipated cost was $5,000. Trevor Cahoon, Communications Coordinator, explained the funds would be used to create a shared work space for the increased staffing to assist with communication, marketing, events, and the City's website. He reviewed the layout design with the Council.

Mr. Naylor continued the Waste Management fee increase would have a net effect on the budget of $85,500.

Spencer Brimley, Community Development Manager, indicated several years ago the City had applied for Congestion Management and Air Quality (CMAQ) grant funding administered by Wasatch Front Regional Council (WFRC) for a pedestrian bridge to cross into the Freeport Center. He reported those plans had dissolved due to the Americold building; however, the City would be eligible to receive $1.6 million for a Trail connection from 700 South (SR-193) to Antelope Drive. He noted the City's portion of the grant would be $120,000 and a portion of the trail would be dedicated as a future double track system for UTA. Mr. Brimley commented the funds would come from a portion of the EDA #3 funds set aside for infrastructure improvements and construction was anticipated to begin in 2020.

Mr. Naylor reviewed the City's measure of sustainability and security. He stated the net ongoing surplus amount of $68,502 would change as the unknown figures were plugged in. He pointed out GFOA recommended the City have two months of operating expenses in reserve. He clarified the proposed budget currently had $142,706 above the two month operating expense.

Summer Palmer, Assistant City Manager, shared historical and comparison data with the Council regarding the City's portion of health insurance costs and percentage increases year over year in response to questions received from Councilmember Phipps. She explained there were many nuances to the benefit costs. She reviewed the benefit changes the City made from 2015 to 2018 in addition to the cost changes. She noted over the years there was heavy disruptions for employees because of the constant change of health networks. Councilmember Thompson asked how much of the challenges being experienced by the City were being caused by the requirements of the Affordable Care Act (ACA) and the consolidation of companies. Ms. Palmer responded when the ACA went into effect costs increased across the board for all persons on an insurance plan; thus moving the cost of health insurance trend upward.

She pointed out the City had received news there would be an 18 percent increase in health insurance costs for FY20; however, it was still too early and plan design or network changes had not yet been evaluated. Ms. Palmer continued reviewing the City's plan comparisons for high deductible health plans and traditional health plans year over year. She provided the Council with information collected by the Wasatch Compensation Group for benefit data and plan types used from 2015 and 2018.She stated the City used comparisons for compensation, benefits, and culture to assist in its recruitment and retention strategy.

Ms. Palmer explained staff had been asked to research whether or not councilmembers in other cities were receiving benefits. She shared with the Council the results of a survey and indicated there were 37 of the 67 responding cities that were providing benefits to councilmembers.

Councilmember Phipps expressed appreciation for the thoroughness of the information. He mentioned his concern with the City's ability to sustain the increased costs in the coming years given the trends. There was a discussion about health insurance experience ratings, the component factors used for retention and recruitment, and fiscal sustainability.

Ms. Palmer stated the City made changes almost every year to sustain benefits for its employees yet still tried to be conservative. There was a discussion about the City's purpose with participation in the Healthy Living Program, the City's plan to conduct a fiscal sustainability study, and the financial impact, if any, elected official participation in the benefit would have on the cost of benefits. Mr. Allen commented the management and the financial side of health benefits had been reviewed; however, any policies decisions or discussions would be done by the Council.

**Councilmember Bush moved to adjourn as the City Council and reconvene as the CDRA in work session at 8:37 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

***The minutes for the CDRA are in a separate location***

DRAFT

# UTA Service- Clearfield

Local Routes

626- West Roy – Clearfield Station. Mon- Sat. 243 average daily boardings. Improved span and frequency, and new Saturday service with Prop 1 funds

627- Clearfield Station to DTC. Mon-Sat. 383 average daily boardings. Improved span and frequency, and new Saturday service with Prop 1 funds

628- Midtown Trolley. Mon- Sat. 431 average daily boardings. New route implemented with Prop 1 funds.

640- Layton Hills Mall to WSU. Mon-Sat. 888 average daily boardings. Improved Weekday and Saturday frequency and span with Prop 1 funds

470- Ogden-SLC. Weekday, Saturday and Sunday service. 3,214 average daily boardings. Improved weekend frequency and span with Prop 1 funds.

FrontRunner

- Clearfield Station: Weekday- 927 average daily boardings; 851 average daily alightings

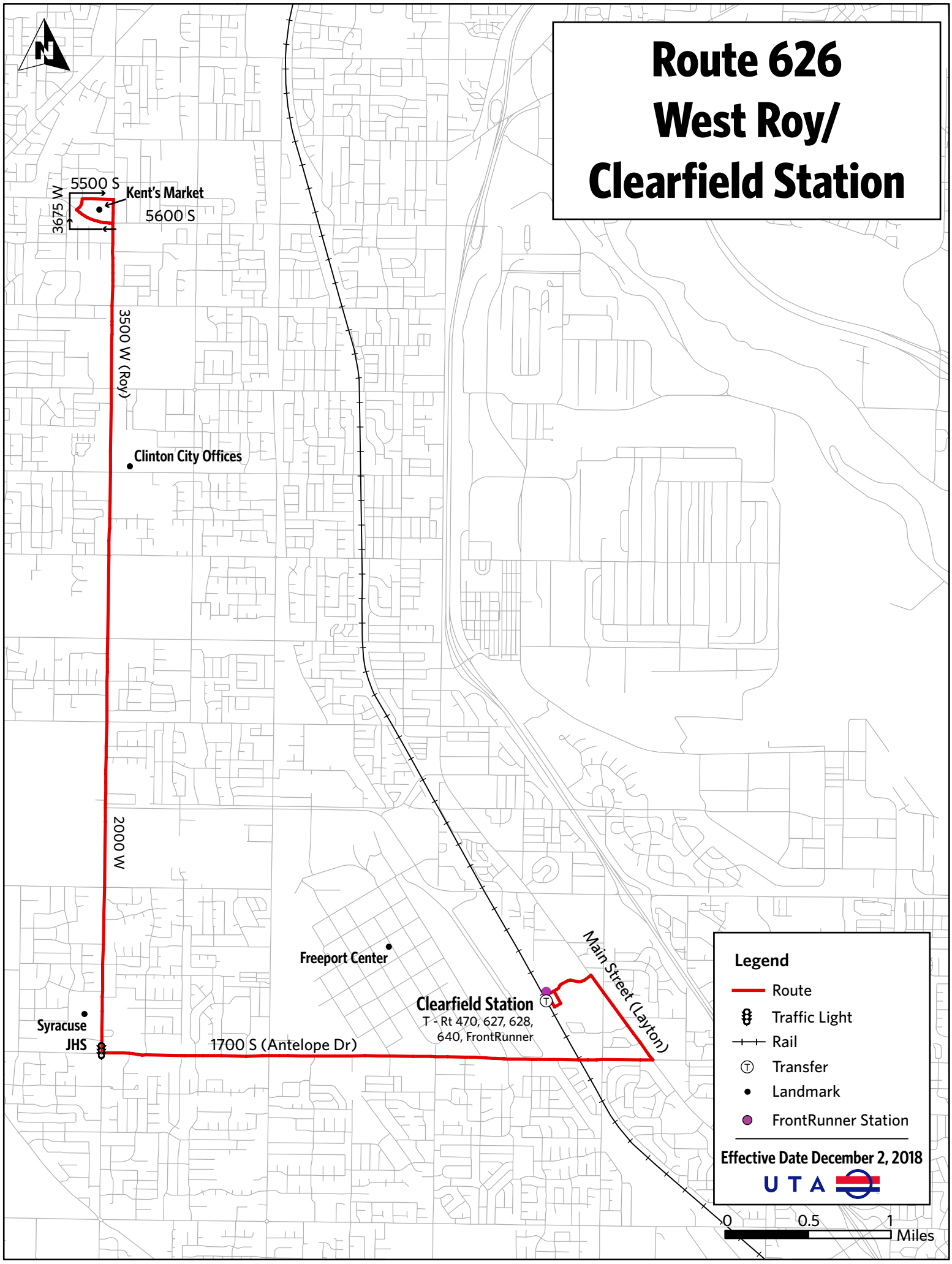
  Saturday- 319 average daily boardings; 291 average daily alightings

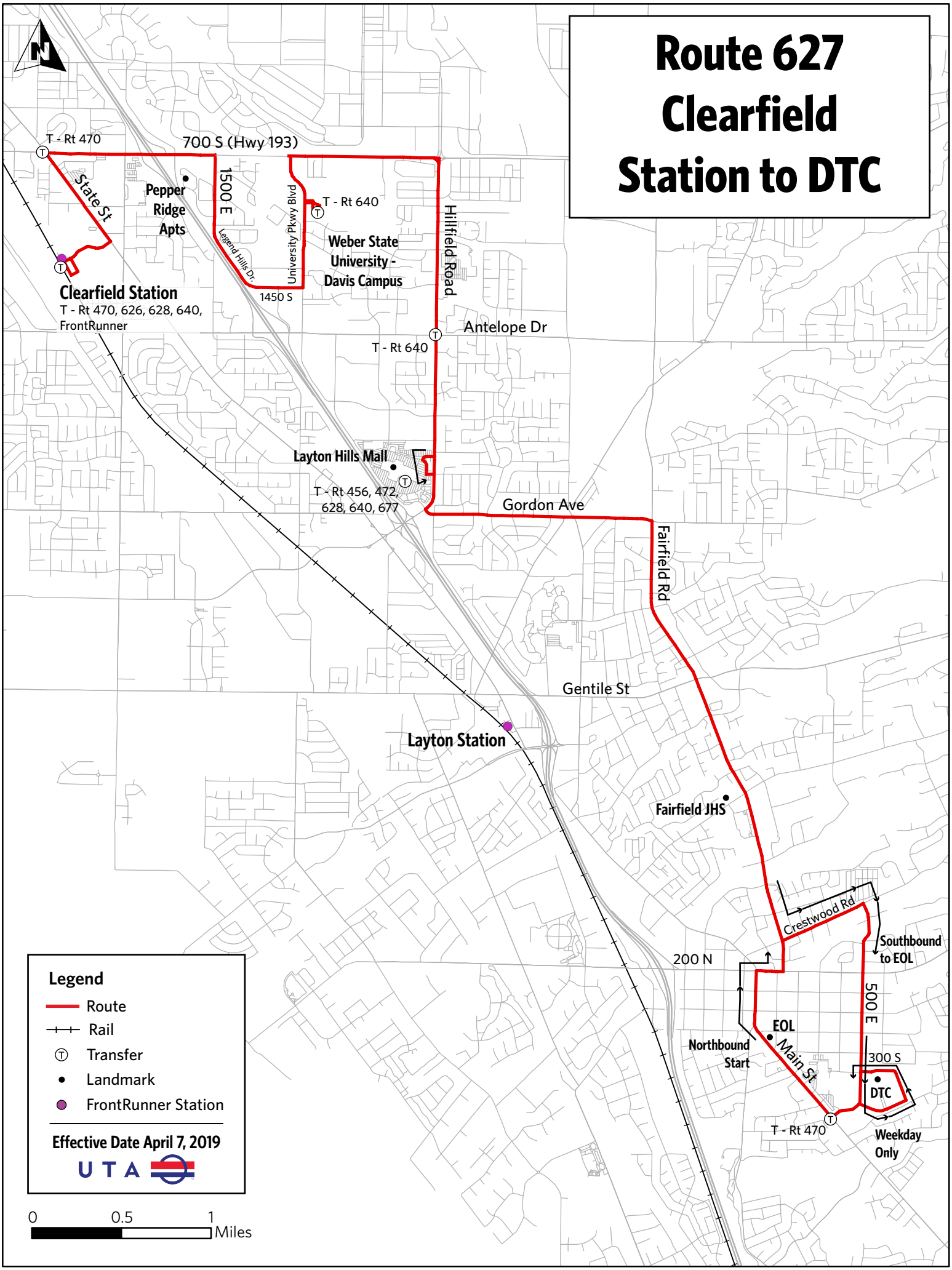
Bus Stops

18 Bus stops improved since 2016 with Prop 1 Funds

Future Plans/Considerations:

Continue studying Clearfield Station to WSU Davis to WSU Ogden connector route, with service on Highway 193


Route 626
West Roy/
Clearfield Station
N
5500 S
Kent's Market
5600 S
3675 W
3500 W (Roy)
Clinton City Offices
2000 W
Freeport Center
Clearfield Station
T - Rt 470, 627, 628,
640, FrontRunner
Main Street (Layton)
Syracuse
JHS
1700 S (Antelope Dr)
Legend
Route
Traffic Light
Rail
Transfer
Landmark
FrontRunner Station
Effective Date December 2, 2018
UTA
0
0.5
1
Miles


Route 627
Clearfield
Station to DTC
T - Rt 470
700 S (Hwy 193)
State St
Pepper
Ridge
Apts
1500 E
Legend Hills Dr
University Pkwy Blvd
T - Rt 640
Weber State
University -
Davis Campus
1450 S
Hillfield Road
Clearfield Station
T - Rt 470, 626, 628, 640,
FrontRunner
Antelope Dr
T - Rt 640
Layton Hills Mall
T - Rt 456, 472,
628, 640, 677
Gordon Ave
Fairfield Rd
Gentile St
Layton Station
Fairfield JHS
Crestwood Rd
Southbound
to EOL
200 N
500 E
EOL
Main St
Northbound
Start
300 S
DTC
T - Rt 470
Weekday
Only
Legend
Route
Rail
Transfer
Landmark
FrontRunner Station
Effective Date April 7, 2019
UTA
0
0.5
1
Miles

# Route 628
# Midtown Trolley

**Clearfield Station**
T - Rt 470, 626, 627, 640, FrontRunner

State St

1450 S

1700 W

T - Rt 626, 640

Antelope Dr

Woodland Pk Dr (1000 W)

Heritage Pk Blvd

Layton Hills Pkwy

**Layton Hills Mall**

T - Rt 472, 627, 640

Hill Field Rd

Hill Field Rd




Trips to Layton Station:
Use Thru Turn to go south on Main Street.
Go through intersection, access bulb-out from center lane to turn around.

Main St

To Clearfield Station

Gentile St

Main St

Fort Lane

Layton Pkwy

**Layton Station**
T - Rt 470, FrontRunner

Layton Pkwy

IHC

Flint St

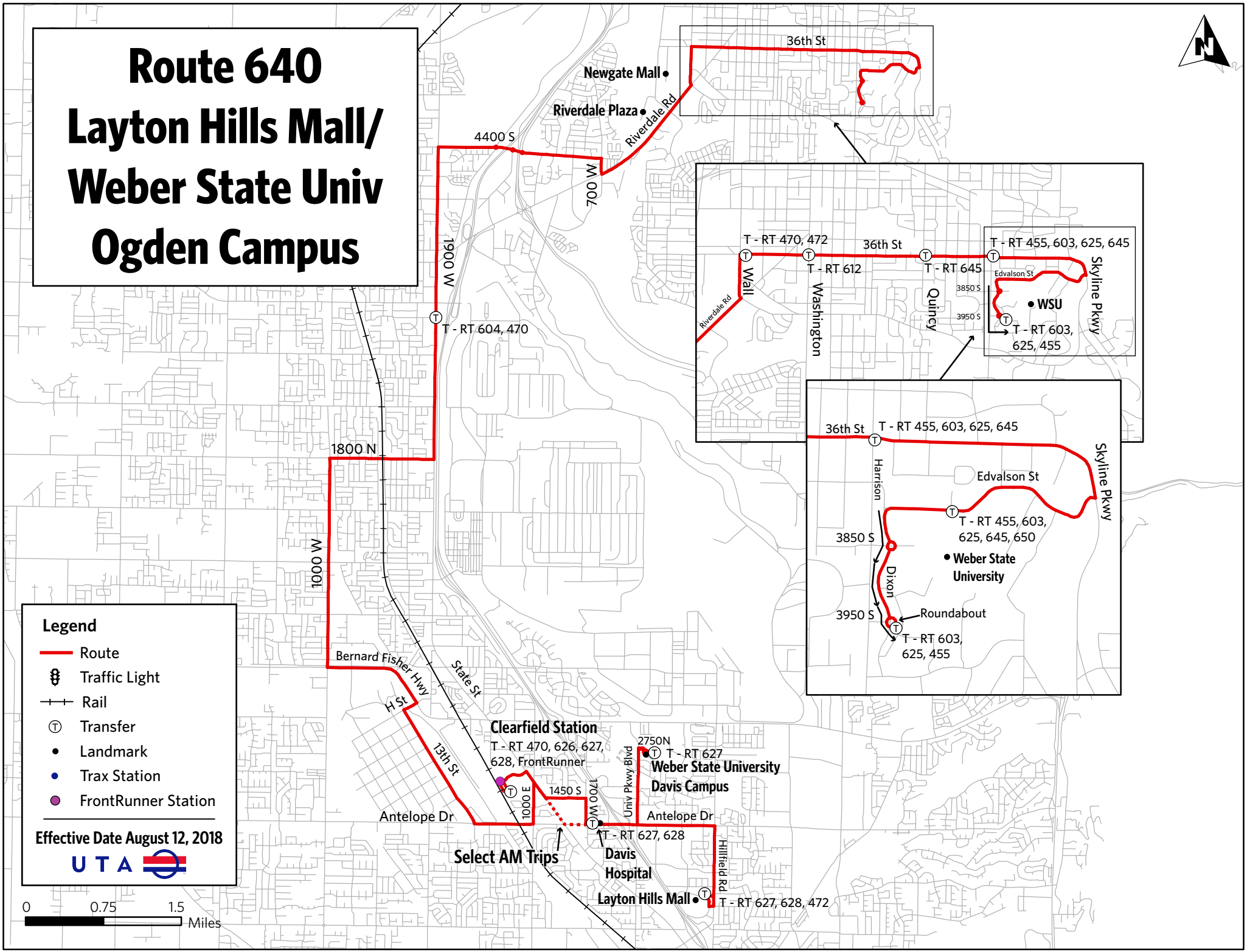
**Legend**

- Route
- Traffic Light
- Rail
- Transfer
- Landmark
- FrontRunner Station

**Effective Date April 7, 2019**

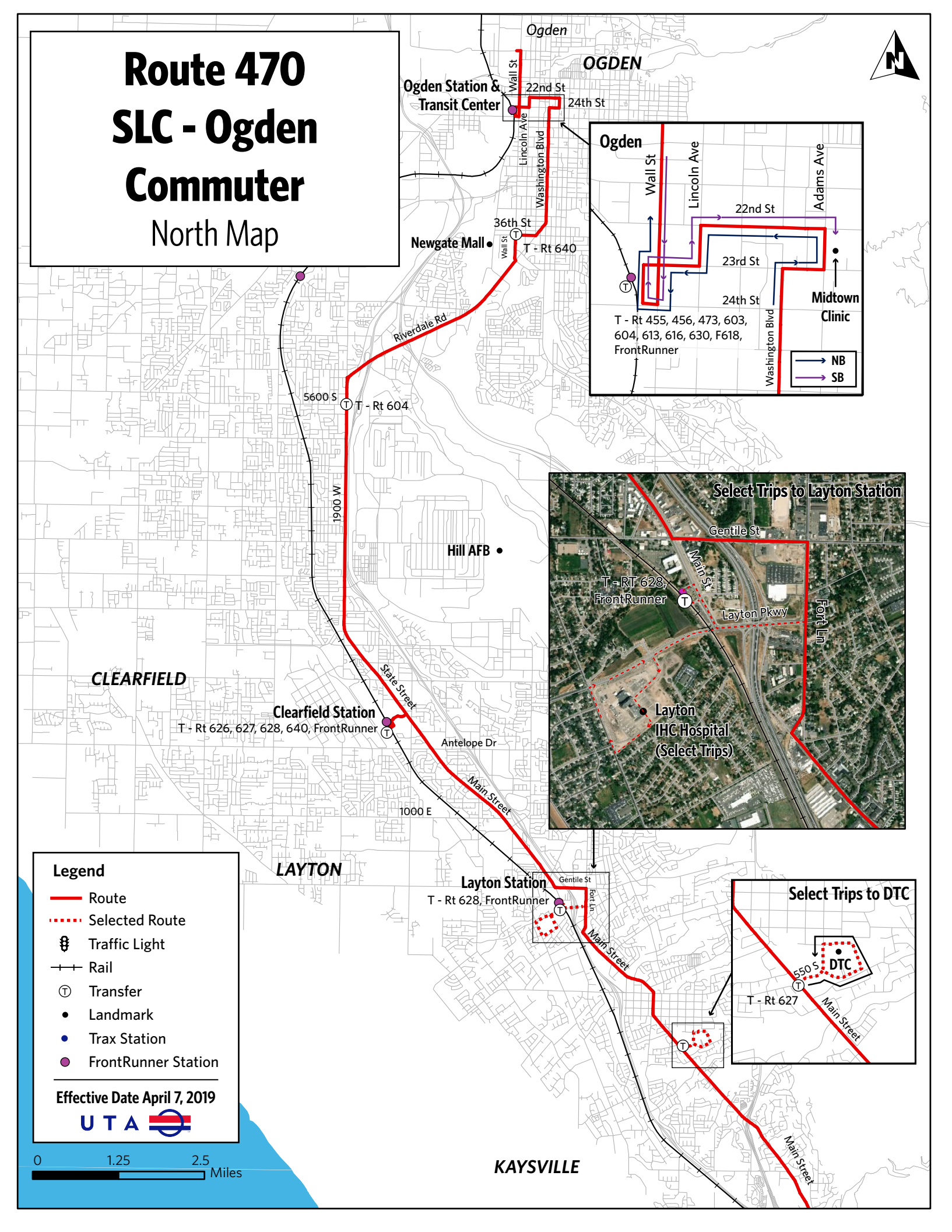
UTA

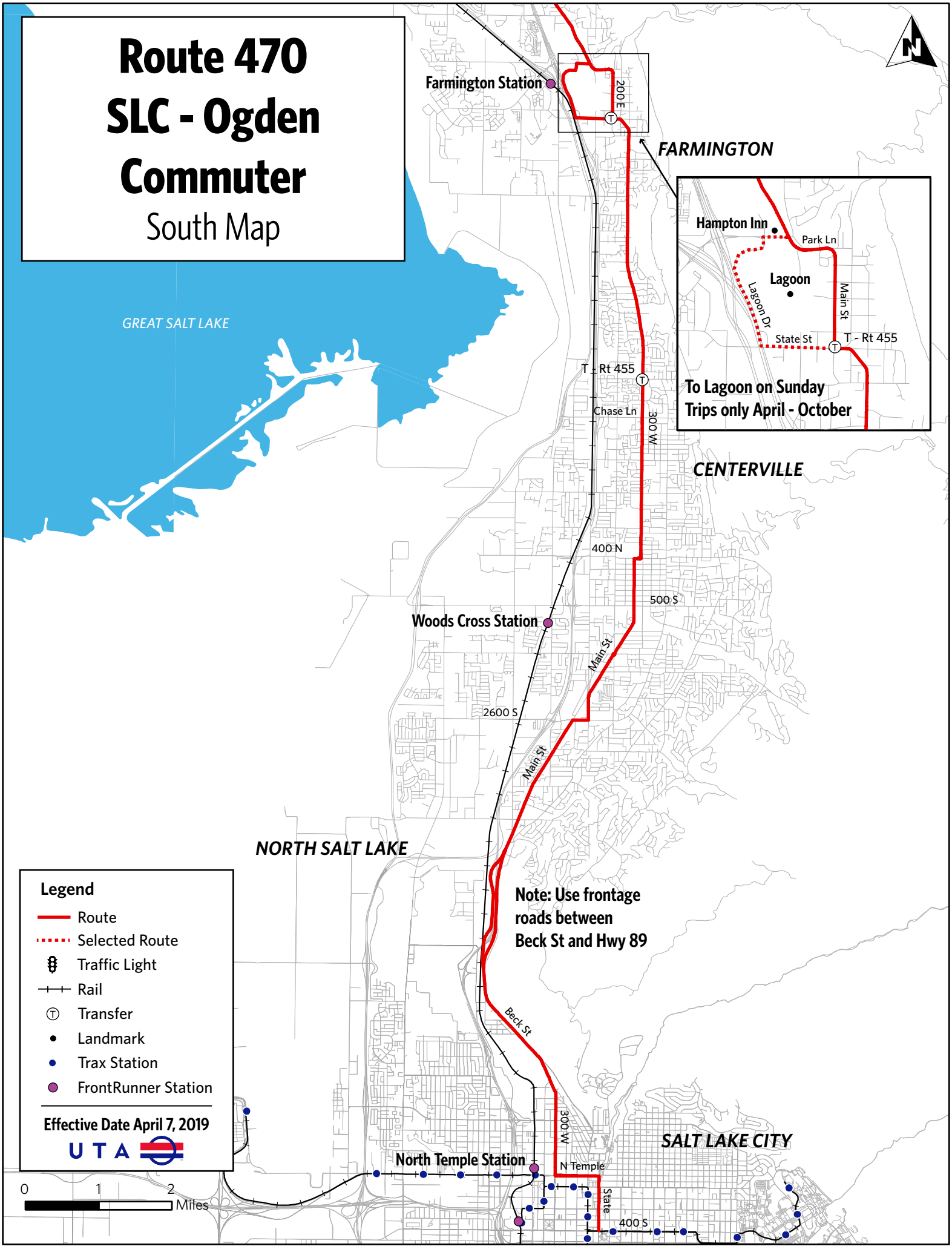
0 0.25 0.5 Miles


Route 640
Layton Hills Mall/
Weber State Univ
Ogden Campus
36th St
Newgate Mall
Riverdale Plaza
Riverdale Rd
4400 S
700 W
1900 W
T - RT 604, 470
1800 N
1000 W
T - RT 470, 472
36th St
T - RT 612
T - RT 645
T - RT 455, 603, 625, 645
Wall
Washington
Quincy
Edvalson St
3850 S
3950 S
WSU
T - RT 603, 625, 455
Skyline Pkwy
Harrison
Dixon
T - RT 455, 603, 625, 645, 650
Weber State University
Roundabout
Bernard Fisher Hwy
State St
H St
13th St
Clearfield Station
T - RT 470, 626, 627, 628, FrontRunner
1000 E
1450 S
1700 W
Univ Pkwy Blvd
2750N
T - RT 627
Weber State University
Davis Campus
Antelope Dr
T - RT 627, 628
Davis Hospital
Select AM Trips
Hillfield Rd
Layton Hills Mall
T - RT 627, 628, 472
Legend
Route
Traffic Light
Rail
Transfer
Landmark
Trax Station
FrontRunner Station
Effective Date August 12, 2018
UTA
0
0.75
1.5
Miles

# Route 470 SLC - Ogden Commuter

North Map




Route 470
SLC - Ogden
Commuter
South Map
GREAT SALT LAKE
Farmington Station
200 E
FARMINGTON
Hampton Inn
Park Ln
Lagoon
Lagoon Dr
Main St
State St
T - Rt 455
To Lagoon on Sunday
Trips only April - October
T - Rt 455
Chase Ln
300 W
CENTERVILLE
400 N
500 S
Woods Cross Station
Main St
2600 S
Main St
NORTH SALT LAKE
Note: Use frontage
roads between
Beck St and Hwy 89
Beck St
300 W
SALT LAKE CITY
North Temple Station
N Temple
State
400 S
Legend
Route
Selected Route
Traffic Light
Rail
Transfer
Landmark
Trax Station
FrontRunner Station
Effective Date April 7, 2019
UTA
0
1
2
Miles

# STAFF REPORT

**TO:** Mayor Shepherd and City Council Members

**FROM:** Brad McIlrath, Senior Planner

**MEETING DATE:** Tuesday, May 14, 2019

**SUBJECT:** Public Hearing, Discussion and Possible Action on **GPA 1903-0013,** a General Plan amendment request by Wayne Belleau to change the general plan designation for nine point zero six seven (9.067) acres of the subject properties from Commercial to Residential. **Location:** Approximately 1300 South 2000 East (TIN: 09-341-0306 & 09-341-0305). **Project Area:** 9.067Acres. **Planner:** Brad McIlrath **(Legislative Matter).**

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## RECOMMENDED ACTIONS

1. **Move to approve GPA 1903-0013**, a General Plan amendment request by Wayne Belleau to change the general plan designation for nine point zero six seven (9.067) acres of the subject properties from Commercial to Residential.
2. **Move to deny GPA 1903-0013**, a General Plan amendment request by Wayne Belleau to change the general plan designation for nine point zero six seven (9.067) acres of the subject properties from Commercial to Residential.
3. **Move to table GPA 1903-0013,** and request additional time to consider the request.

## PLANNING COMMISSION RECOMMENDATION

On April 17, 2019 the Planning Commission forwarded a recommendation of **APPROVAL** of **GPA 1903-0013** to the City Council for the proposed general plan amendment to change the general plan designation for nine point zero six seven (9.067) acres of the subject properties from Commercial to Residential.

## DESCRIPTION / BACKGROUND

The applicant is requesting the approval for the General Plan Amendment and Rezone of the 9.067 Acres of these properties to allow for the future development of the area with an apartment community containing 225 luxury units. The amendment requests are to allow for an increased density up to twenty five (25) units to the acre. Based upon these requests, staff has performed the following research and analysis.

**General Plan and Comprehensive Plan Analysis**
These properties as part of this larger commercial area have been zoned C-2 (Commercial) dating back to at least 1984 according to the Comprehensive Master Plan adopted in January of 1986. The referenced Master Plan provides direction for growth in this specific area of Clearfield and mentions the Pepperidge Apartments, Sundowner Condominiums, Goldstone Place Apartments, and the Phyllis Subdivision just north of the Goldstone Place Apartments. For this area of the City, it was recommended that residential development should not take place any further south of where the residential currently exists in order to preserve those lands for large scale business use. These properties are located to the east of the Goldstone Apartments, and development as a residential use consistent with the surrounding residential uses would have been compatible with the referenced, 1986 Comprehensive Plan.

The current General Plan, updated in 2017 and dating back to at least 2008 has these properties and those to the south designated as commercial. All of the existing residential properties with the developments outlined in the previous paragraph are designated as residential. As stated on page 7 of the General Plan, "Lands designated as 'Commercial' on the Future Land Use Map are to be used primarily for commercial activities, including office and retail." Page 8 includes the following language regarding the Residential designation on the Future Land Use Map, "lands designated as 'Residential'… are to be used primarily for residential activities in a variety of configurations and densities." Approval of this General Plan amendment would support the proposed zone change to R-3-SP with the density level of twenty five (25) units to the acre.

**GENERAL PLAN ANALYSIS**

The Clearfield City General Plan outlines the overall community vision and provides land use guidelines located in Chapter 2 - Land Use Element, which should be followed throughout the City. The following table provides an analysis of those guidelines with this request.

| LAND USE GUIDELINES REVIEW | | |
|---|---|---|
| | **Guideline** | **Staff Analysis** |
| ***1.*** | *The identity of Clearfield City should be strengthened by land uses which improve the image of the community and foster a positive, healthy living environment conducive to long-term residency.* | The designation of this area as residential with the potential for development will improve an area that has been undeveloped for many years. With compliance to City design standards and based upon the location of these properties, future residential development would be conducive to long-term |

| | | |
|---|---|---|
| | | residency and increased sense of community. |
| ***2.*** | *The relationship of planned uses should reflect consideration of existing development, environmental conditions, service and transportation needs, and fiscal impacts.* | This area of the City is provided with frequent bus service, is in close proximity to commercial (retail and office) uses, institutional uses (WSU – Davis, NUAMES, & NLJH), religious and medical uses. By providing residential opportunities within close proximity of these types of uses and other recreational uses, this provides the best situation for the maximization of those services in a horizontal mixed-use neighborhood. |
| ***3.*** | *Redevelopment should emphasize the reuse of developed areas and existing community resources in such a way as to increase the livability and aesthetics of the City* | Although not a redevelopment area, with a residential designation the existing community resources could benefit with additional residents. The livability and aesthetics of this area and the canal trail would be increased with adjacent residential development opposed to commercial development. |
| ***4.*** | *The Land Use Plan should provide for a full range and mix of land uses including, residential, commercial, manufacturing, and public use areas.* | This amendment would provide for a greater range of a mix of land uses in this part of the city and with residential that will support the commercial area to the west and future commercial/office to the south. |
| ***5.*** | *Transitions between differing land uses and intensities should be made gradually with compatible land uses, particularly where natural or man-made buffers are not available. Adequate screening and design should be provided to protect existing residential areas for more intense land uses.* | The residential designation would allow for future residential development that would be more compatible to the residential uses to the west and the north. It would provide a better gradual transition to the future expanded commercial area to the south and would provide a good buffer. |

| | | |
|---|---|---|
| ***6.*** | *Development approval should be tied to the construction of culinary water, sewer, storm drainage, and circulation systems.* | All future development approval will be tied to the construction and provision of these necessary utilities. |
| ***7.*** | *Density increases should be considered only after adequate infrastructure and resources availability have been sufficiently demonstrated.* | Based upon review by our Staff Engineer, Public Works staff, and with infrastructure improvements made by the developer, adequate infrastructure is and can be in place for future residential development of this area. |
| ***8.*** | *An interconnecting public open space system should be provided, including pedestrian linkages, recreational areas, natural areas, on-road cycling facilities, and drainage ways.* | This change of designation would provide connections to the local public open space system by way of the canal trial and the public sidewalks. Additionally, with increased residential uses in this area, more support would be available to provide on-road cycling facilities that connect to the trail system. |
| ***9.*** | *Commercial and manufacturing uses should be highly accessible, clustered new the center of their service areas, and developed in harmony with the uses and character of surrounding districts.* | This area does not include manufacturing areas. The existing and future commercial uses are and will be located to the west and south of this area. New commercial development to the south would be in harmony and character of the existing uses. |
| ***10.*** | *The Land Use Plan should promote and encourage land use patterns that provide high quality of life to all and offer choice in mobility and transportation.* | The change in designation for this area of land to residential promotes a land use part that provides high quality of life. The residential use would be provided with connections to local networks and would be in close proximity to multiple transportation options. |
| ***11.*** | *The remaining vacant properties in the City should be developed at their* | With development of residential this area |

| | | |
|---|---|---|
| | *highest and best use to maximize their value to the landowner and the City.* | of land would be developed at the highest and best use for the landowner and the City. This would provide additional housing that can support the local commercial uses in this area. |
| ***12.*** | *The quality and usefulness of parks and open space should be maximized. Open spaces that are small, inaccessible, difficult to maintain, or encumbered by utilities, drainage basins, or excessive slopes should not be encouraged.* | By changing the designation to residential adjacent to the canal trail, this will ensure continued use of the trail and greater accessibility to that local open space. With greater accessibility will come the maximization of this open space type. |
| ***13.*** | *Manufacturing and industrial activities should be limited to those areas already zoned for such uses.* | Not applicable. |
| ***14.*** | *Properties registered with the County or State for agricultural or industrial protection should be recognized by the City to allow such land use.* | Not applicable. |
| ***15.*** | *Land use decisions should be based on a comprehensive understanding of their effects on the environment and surrounding areas.* | It is important to understand the mixed-use areas and those with residential in closer proximity to commercial and service uses have a lesser impact on the environment than typical suburban development. Additionally, this development pattern provides a healthier living arrangement for residents by providing transportation choices for walking, cycling, or motor vehicle transport. |

**CORRESPONDING POLICY PRIORITY (IES)**

***Improving Clearfield's Image, Livability and Economy***

Changing the General Plan designation from Commercial to Residential for this portion of this property will meet this policy priority by providing for additional housing opportunities and promoting future development of the south properties with commercial uses. Future development

of this site under the proposed residential standards will add beautification of this portion of the City and will complement the adjacent multi-family residential in the area. With the concurrent rezone application the type of future development on this site will improve Clearfield's image, livability, and economy by developing an underutilized property, providing addition housing opportunity, and by supporting the adjacent and future commercial uses with needed households that can patronize those businesses.

**PUBLIC COMMENT**

A property notice was posted on April 5, 2019. Mailed notices were also sent the same day. As of the date of this report, no public comment has been received.

**STAFF RECOMMENDATION/CONCLUSION**

Staff recommends that the Clearfield City Council **approve** the proposed General Plan Amendment, based upon the following findings:

1. The proposed general plan amendment is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed general plan amendment and future development of this area as residential will support the surrounding commercial uses as a mixed use area.
3. The Residential designation of this area will provide a gradual land use transition from the Goldstone Place Apartments to the west and the Pinnacle Mountain View Apartments to the north.
4. Development of residential adjacent to the canal trail open space will provide a better environment for the patrons of the trail and will help prevent this section of trail from becoming secluded and potentially unsafe.

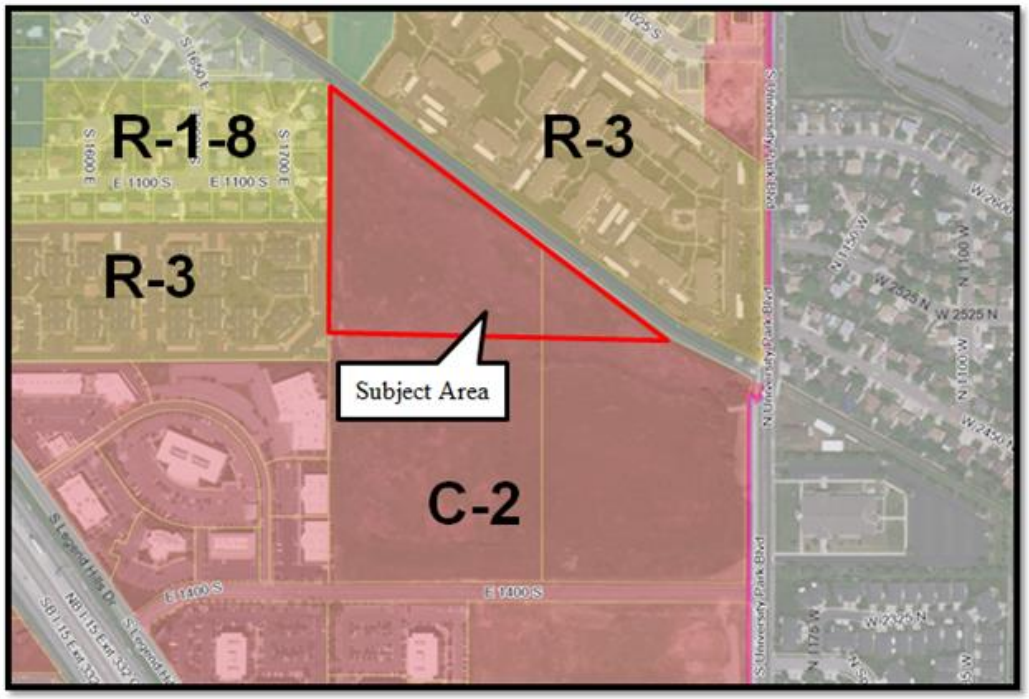
**LIST OF ATTACHMENTS**

1. General Plan: Future Land Use Map
2. Zoning Map
3. Legal Description
4. Development Concept & Aerial Images

**GENERAL PLAN: FUTURE LAND USE MAP**




**ZONING MAP**



Intelligent. Innovative.
Inclusive.

MARCH 20, 2019

LAND BOUNDARY DESCRIPTION
WRIGHT DEVELOPMENT, UNIVERSITY PARK BLVD
CLEARFIELD UT
ENTELLUS PROJ. #1037014

ZONING DESCRIPTION

BEGINNING AT THE NORTHWEST CORNER OF LOT 302, LEGEND HILLS SUBDIVISION, PHASE 3 (RECORDED AS ENTRY #2053217, DAVIS COUNTY RECORDER), WHICH POINT IS ALSO NORTH 00°10'10" EAST 828.17 FEET ALONG THE SECTION LINE AND NORTH 90°00'00" WEST 1323.29 FEET FROM THE EAST QUARTER CORNER OF SECTION 7, TOWNSHIP 4 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH, AND RUNNING THENCE SOUTHEASTERLY ALONG THE NORTH LINE OF SAID LOT 302, WHICH IS ALSO THE SOUTH LINE OF THE DAVIS-WEBER CANAL THE FOLLOWING THREE (3) COURSES: 1) SOUTH 53°11'33" EAST 430.95 FEET, 2) SOUTH 53°45'03" EAST 852.87 FEET, 3) SOUTH 63°36'42" EAST 5.29 FEET; THENCE LEAVING SAID LOT LINE NORTH 90°00'00" WEST 1039.00 FEET TO THE WEST LINE OF SAID LOT 302; THENCE NORTH 00°06'22" EAST 764.85 FEET ALONG SAID WEST LINE TO SAID NORTHWEST CORNER AND TO THE POINT OF BEGINNING, CONTAINING 9.067 ACRES.

Entellus™

1470 South 600 West
Wood Cross, Utah
84010

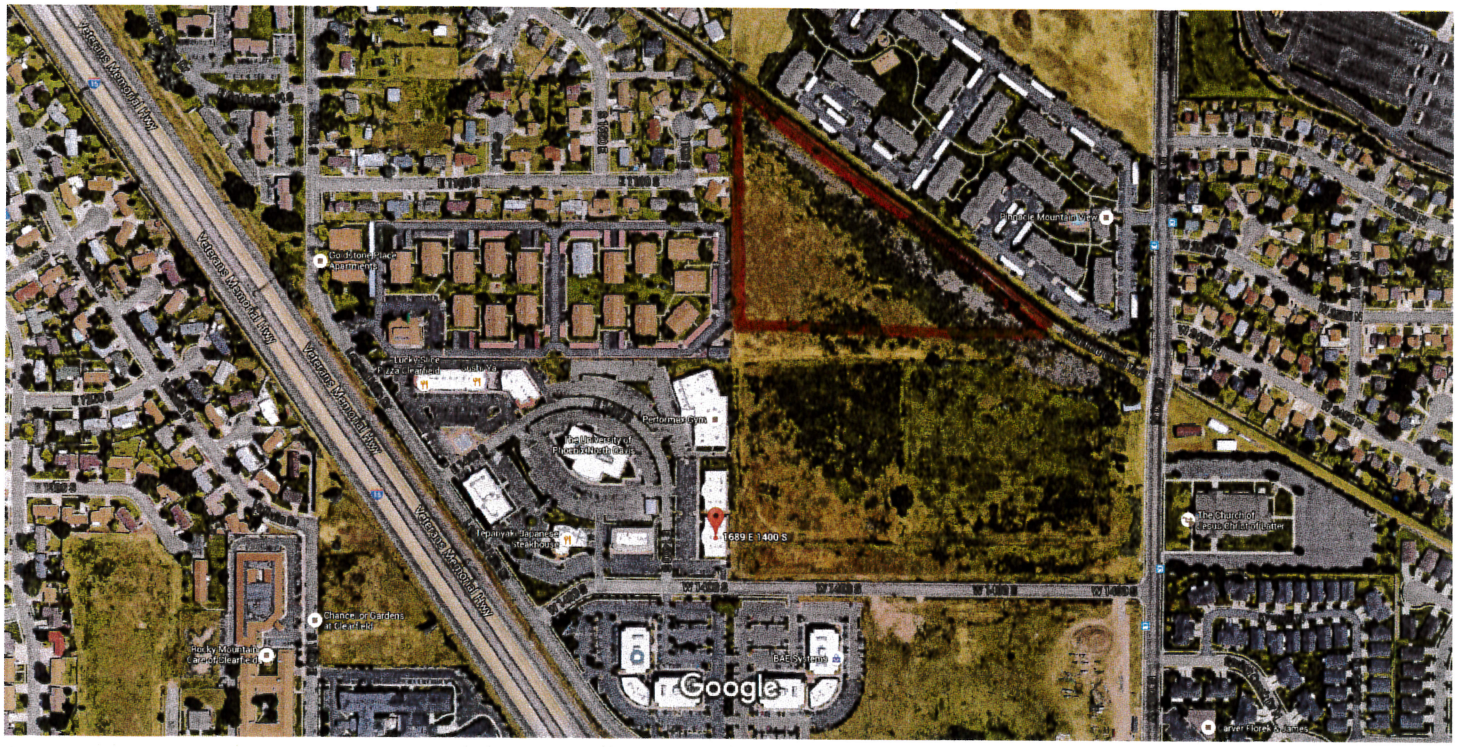
Tel 801.298.2236
Web www.entellus.com






| | | | | |
|---|---|---|---|---|
| C300 | DRAWN: | | LAYTON HILLS SUBDIVISION PHASE 3 | 1470 South 600 West<br>Woods Cross, UT 84010<br>Phone 801.298.2236<br>www.Entellus.com |
| | DESIGNED: | | — | |
| | CHECKED: | | LOCATED IN THE SE 1/4 OF SECTION 7, T.4N., R.1W., S.L.B.&M.<br>CLEARFIELD CITY, DAVIS COUNTY, UTAH | |
| | PROJECT #: | 08-050 | | |
| | SHEET EXHIBIT | Eng | | |

Google Maps 1689 E 1400 S




Imagery ©2016 Google, Map data ©2016 Google 200 ft

Google Maps




NEW TENANTS RECEIVE FREE
LEASING 814-9662
Harmony

# CLEARFIELD CITY ORDINANCE 2019-13

AN ORDINANCE AMENDING THE CLEARFIELD CITY GENERAL PLAN

PREAMBLE: This Ordinance changes the land use classification from Commercial to Residential in the Clearfield City General Plan for a portion of the property located at approximately 1300 South 2000 East (TIN: 09-341-0305 and 09-341-0306).

WHEREAS, the property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306) consists of approximately 9.067 acres and currently has a land use designation of Commercial in the Clearfield City General Plan; and

WHEREAS, the property owner has requested an amendment to the Future Land Use Map of the General Plan to change the land use designation for the property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306) from Commercial to Residential; and

WHEREAS, the property has been designated as Commercial since at least 1984; and

WHEREAS, the designation of this area as Residential will improve an area that has been undeveloped for many years; and

WHEREAS, a Residential designation would allow for future residential development that would be more compatible to the residential uses to the west and the north and would provide a better gradual transition to the future expanded commercial area to the south and would provide a good buffer; and

WHEREAS, the proposed General Plan amendment does not undermine the effectiveness of the Plan; and

WHEREAS, after a public hearing on the matter, the Clearfield City Planning Commission recommended the Clearfield City Council approve the applicant's request to change the future land use from Commercial to Residential for property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306); and

WHEREAS, the Clearfield City Council received and reviewed the changes recommended by the Clearfield City Planning Commission; and

WHEREAS, following proper notice, as set forth by State Law, the City Council held a public hearing on the matter and received input thereon; and

WHEREAS, after the public hearing, the City Council carefully considered any comments made during the public hearing as well as the Planning Commission's recommendations regarding the proposed modifications; and

WHEREAS, following its public deliberation, the City Council has determined that changing the future land use classification on the Future Land Use Map of the City's General Plan from Commercial to Residential for property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306) is in the best interests of Clearfield City and its residents;

NOW THEREFORE BE IT ORDAINED, by the Clearfield City Council that:

Section 1. General Plan Amendment: The future land use classification for the approximate 9.067 acres located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306) be changed from Commercial to Residential and that said change be incorporated into and reflected by the City's General Plan and its Future Land Use Map.

Section 2. Effective Date: This Ordinance shall become effective only upon its posting in three public places within Clearfield City.

DATED this 14th day of May, 2019, at the regularly scheduled meeting of the Clearfield City Council.

CLEARFIELD CITY CORPORATION

_____
Mark R. Shepherd, Mayor

ATTEST

_____
Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

# STAFF REPORT

**TO:** Mayor Shepherd and City Council Members

**FROM:** Brad McIlrath, Senior Planner

**MEETING DATE:** Tuesday, May 14, 2019

**SUBJECT:** Public Hearing, Discussion and Possible Action on **RZN 1903-0014,** a zoning map amendment request by Wayne Belleau to rezone nine point zero six seven (9.067) acres of the subject properties from C-2 (Commercial) to R-3-SP (Residential & Special Purpose Overlay) to allow for a density of twenty five (25) units to the acre. **Location:** Approximately 1300 South 2000 East (TIN: 09-341-0306 & 09-341-0305). **Project Area:** 9.067Acres. **Planner:** Brad McIlrath **(Legislative Matter).**

---

## RECOMMENDED ACTIONS

1. **Move to approve RZN 1903-0014**, a zoning map amendment request by Wayne Belleau to rezone nine point zero six seven (9.067) acres of the subject properties from C-2 (Commercial) to R-3-SP (Residential & Special Purpose Overlay) to allow for a density of twenty five (25) units to the acre.
2. **Move to deny RZN 1903-0014**, a zoning map amendment request by Wayne Belleau to rezone nine point zero six seven (9.067) acres of the subject properties from C-2 (Commercial) to R-3-SP (Residential & Special Purpose Overlay) to allow for a density of twenty five (25) units to the acre.
3. **Move to table RZN 1903-0013,** and request additional time to consider the request.

## PLANNING COMMISSION RECOMMENDATION

On April 17, 2019 the Planning Commission forwarded a recommendation of **APPROVAL** of **RZN 1903-0014** to the City Council for the proposed zoning map amendment request by Wayne Belleau to rezone nine point zero six seven (9.067) acres of the subject properties from C-2 (Commercial) to R-3-SP (Residential & Special Purpose Overlay) to allow for a density of twenty five (25) units to the acre.

## DESCRIPTION / BACKGROUND

The applicant is requesting the approval for the General Plan Amendment and Rezone of the 9.067 Acres of these properties to allow for the future development of the area with an apartment community containing 225 luxury units. The amendment requests are to allow for an increased density up to twenty five (25) units to the acre. An analysis of a previous

comprehensive plan and the current General Plan are provided in the report for the general plan amendment. The following information is provided for context of this rezone request.

**Surrounding Residential Development and Density**

The subject properties are located in an area with a variety of residential uses. To the west and northwest are the Goldstone Place Apartments, Pepperidge Apartments, Wingpointe Apartments, Briarwood Hollow, Phillis and Summer Place PUD single-family subdivisions, and the Sundowner Condominiums. To the north are the Pinnacle Mountain View Apartments, University Ridge Subdivision, and recently approved Bravada 193 Apartments (North of AAA office building). Within the mix of these various residential developments are also the Legend Hills office and commercial area, AAA office building, and other office and institutional/medical uses.

Based upon the rezone request for R-3-SP to allow for twenty five (25) units to the acre of this 9.067 acres, it is important to understand the surrounding land uses and densities. The following table provides the residential density of projects staff was able to obtain unit counts for.

| RESIDENTIAL DEVELOPMENT & UNIT COUNT | DENSITY |
|---|---|
| Goldstone Place Apartments: 228 Units | 18.81 Units to the Acre |
| Pepperidge Apartments: 324 Units | 20.33 Units to the Acre |
| Pinnacle Mountain View Apartments: 328 Units | 19.71 Units to the Acre |
| Wingpointe Apartments: 132 Units | 19.24 Units to the Acre |
| Bravada 193 Apartments (Proposed): 328 Units | 40.60 Units to the Acre |

With the exception of the Bravada 193 Apartments, all of the multi-family developments are located in the R-3 (Residential) zone and have an average density of 19.52 units to the acre. It is also important to note that if rezoned, the subject properties would share the same zoning district as the residential developments to the north (Pinnacle Mountain View) and the west (Goldstone Place) with the R-3 Zone. The rezone would essentially complete and connect the zoning districts of residential for this area. The only difference would be the SP (Special Purpose) overlay that would allow for density up to twenty five (25) units to the acre. Based upon this review of the surrounding developments and those residential densities, staff finds that the requested rezone with increased density in this area would be consistent with the surrounding residential uses and densities.

## GENERAL PLAN ANALYSIS

| Review Consideration | Staff Analysis |
|---|---|
| The proposed amendment is in accordance with the General Plan and Map; or | Goal 1 of the Land Use Element states "Maintain consistency between the City's Land Use Ordinance and the General Plan." With the requested General Plan amendment, rezoning this area to R-3-SP would maintain that consistency with the General Plan. As outlined in the report for the General Plan amendment, this rezone conforms to the goals, guidelines, and objectives of the General Plan. |
| Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title. | The General Plan encourages zone changes to provide for the highest and best use of the community and property owners. A change in market trends for large commercial areas and the need to support existing and future commercial areas with nearby housing necessitates this change. |

## CORRESPONDING POLICY PRIORITY (IES)

***Improving Clearfield's Image, Livability and Economy***

Rezoning this portion of this property from C-2 (Commercial) to R-3-SP will meet this policy priority by providing for additional housing opportunities and promoting future development of the south properties with commercial uses. Future development of this site under the proposed residential standards will add beautification of this portion of the City and will complement the adjacent multi-family residential in the area. With the concurrent general plan amendment application the type of future development on this site will improve Clearfield's image, livability, and economy by developing an underutilized property, providing addition housing opportunity, and by supporting the adjacent and future commercial uses with needed households that can patronize those businesses.

## PUBLIC COMMENT

A property notice was posted on April 5, 2019. Mailed notices were also sent the same day. As of the date of this report, there has been some concern regarding increased traffic by residents of properties located in Layton City.

## STAFF RECOMMENDATION/CONCLUSION

Staff recommends that the Clearfield City Council **approve** the proposed zoning map amendment, based upon the following findings:

1. The proposed zoning map amendment is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zoning map amendment and future development of this area as residential will support the surrounding commercial uses as a mixed use area.
3. The R-3-SP zoning designation of this area will provide a gradual land use transition from the Goldstone Place Apartments to the west and the Pinnacle Mountain View Apartments to the north with only a slight increase in residential density.
4. Development of residential adjacent to the canal trail open space will provide a better environment for the patrons of the trail and will help prevent this section of trail from becoming secluded and potentially unsafe.

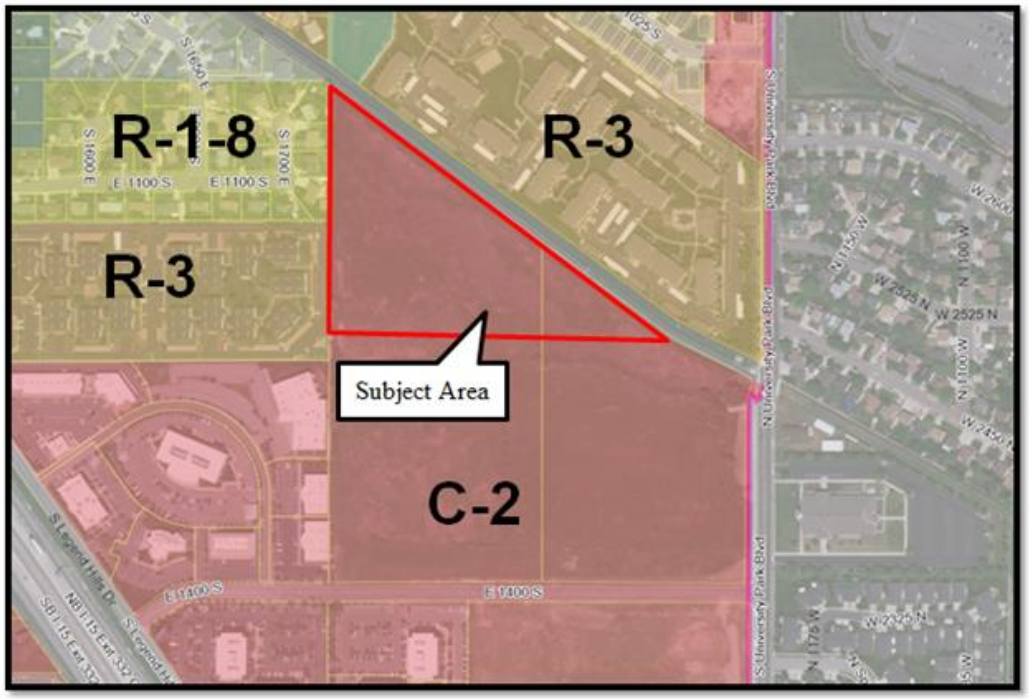
## LIST OF ATTACHMENTS

1. General Plan: Future Land Use Map
2. Zoning Map
3. Legal Description
4. Development Concept & Aerial Images

**GENERAL PLAN: FUTURE LAND USE MAP**




**ZONING MAP**



Intelligent. Innovative.
Inclusive.

MARCH 20, 2019

LAND BOUNDARY DESCRIPTION
WRIGHT DEVELOPMENT, UNIVERSITY PARK BLVD
CLEARFIELD UT
ENTELLUS PROJ. #1037014

ZONING DESCRIPTION

BEGINNING AT THE NORTHWEST CORNER OF LOT 302, LEGEND HILLS SUBDIVISION, PHASE 3 (RECORDED AS ENTRY #2053217, DAVIS COUNTY RECORDER), WHICH POINT IS ALSO NORTH 00°10'10" EAST 828.17 FEET ALONG THE SECTION LINE AND NORTH 90°00'00" WEST 1323.29 FEET FROM THE EAST QUARTER CORNER OF SECTION 7, TOWNSHIP 4 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH, AND RUNNING THENCE SOUTHEASTERLY ALONG THE NORTH LINE OF SAID LOT 302, WHICH IS ALSO THE SOUTH LINE OF THE DAVIS-WEBER CANAL THE FOLLOWING THREE (3) COURSES: 1) SOUTH 53°11'33" EAST 430.95 FEET, 2) SOUTH 53°45'03" EAST 852.87 FEET, 3) SOUTH 63°36'42" EAST 5.29 FEET; THENCE LEAVING SAID LOT LINE NORTH 90°00'00" WEST 1039.00 FEET TO THE WEST LINE OF SAID LOT 302; THENCE NORTH 00°06'22" EAST 764.85 FEET ALONG SAID WEST LINE TO SAID NORTHWEST CORNER AND TO THE POINT OF BEGINNING, CONTAINING 9.067 ACRES.

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1470 South 600 West
Wood Cross, Utah
84010

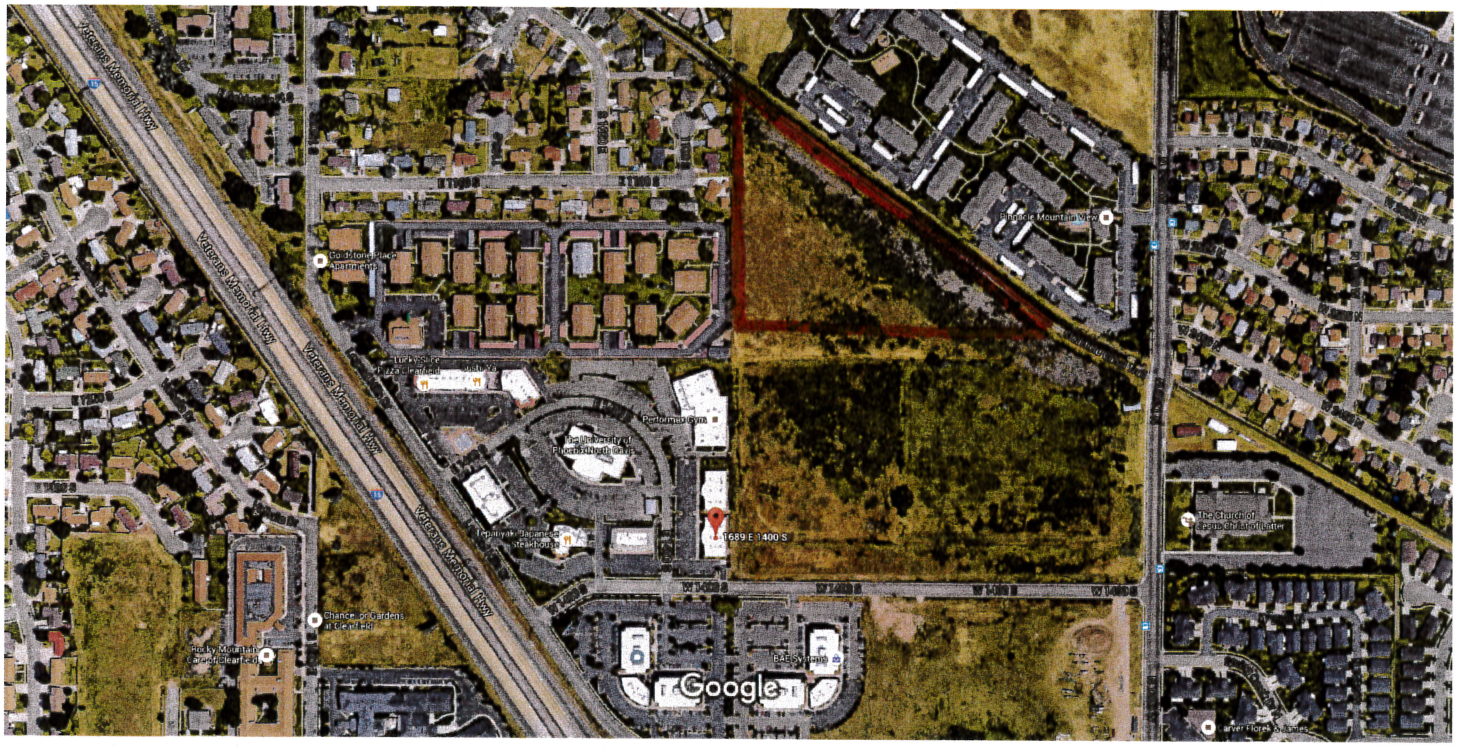
Tel 801.298.2236
Web www.entellus.com






| | | | | |
|---|---|---|---|---|
| C300 | DRAWN: | | LAYTON HILLS SUBDIVISION PHASE 3 | 1470 South 600 West<br>Woods Cross, UT 84010<br>Phone 801.298.2236<br>www.Entellus.com |
| | DESIGNED: | | — | |
| | CHECKED: | | LOCATED IN THE SE 1/4 OF SECTION 7, T.4N., R.1W., S.L.B.&M.<br>CLEARFIELD CITY, DAVIS COUNTY, UTAH | |
| | PROJECT #: | 08-050 | | |
| | SHEET EXHIBIT | Eng | | |

Google Maps 1689 E 1400 S




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Google Maps




NEW TENANTS RECEIVE FREE
LEASING 814-9662
Harmony

# CLEARFIELD CITY ORDINANCE 2019-14

AN ORDINANCE REZONING THE PROPERTY LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TINS: 09-341-0305 AND 09-341-0306) IN CLEARFIELD, DAVIS COUNTY, UTAH, FROM C-2 (COMMERCIAL) TO R-3-SP (MULTI-FAMILY RESIDENTIAL WITH A SPECIAL PURPOSE OVERLAY) AND AMENDING THE CLEARFIELD CITY ZONING MAP ACCORDINGLY.

PREAMBLE: This Ordinance rezones the property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306) in Clearfield, Davis County, Utah, from C-2 (Commercial) to R-3-SP (Multi-family Residential with a Special Purpose Overlay) and amends the City's Zoning Map to reflect those changes.

WHEREAS, pursuant to an application received by the City's Community Development office, the City Council must consider a change in the zoning for the property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306); and

WHEREAS, following proper notice, as set forth by state law and the City's Land Use Ordinance, the City Council held a public hearing on the application for a change in the zoning for this property and allowed for public comment thereon; and

WHEREAS, after the public hearing, the City Council carefully considered any comments made during the public hearing, the developer/landowner's position, as well as the Planning Commission's recommendations regarding the proposed rezone; and

WHEREAS, following its public deliberation, the City Council has determined that upon the developer meeting certain conditions precedent as set forth herein, the zoning changes listed below are in the best interests of Clearfield City and its residents and will most effectively implement the City's planning efforts while allowing the subject property to be put to its highest and best use;

NOW THEREFORE BE IT ORDAINED by the Clearfield City Council that:

Section 1. Zoning Changes: The zoning for the property located at approximately 1300 South 2000 East (TINs: 09-341-0305 and 09-341-0306) and more particularly described in "Exhibit A" in Clearfield City, Davis County, Utah, is hereby changed from C-2 (Commercial) to R-3-SP (Multi-family Residential with a Special Purpose Overlay).

Section 2. Amendments to Zoning Map: The Clearfield City Zoning Map is hereby amended to reflect the changes in zoning outlined in Section 1 above and the City Planner is hereby directed to have a new Zoning Map prepared showing said rezoning.

Section 3. Effective Date: This Ordinance shall become effective immediately upon the its posting in three public places within Clearfield City.

Dated this 14th day of March, 2019, at the regularly scheduled meeting of the Clearfield City Council.

CLEARFIELD CITY CORPORATION

_____
Mark R. Shepherd, Mayor

ATTEST

_____
Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

EXHIBIT A

(Legal Description and Map)

Intelligent. Innovative.
Inclusive.

MARCH 20, 2019

LAND BOUNDARY DESCRIPTION
WRIGHT DEVELOPMENT, UNIVERSITY PARK BLVD
CLEARFIELD UT
ENTELLUS PROJ. #1037014

ZONING DESCRIPTION

BEGINNING AT THE NORTHWEST CORNER OF LOT 302, LEGEND HILLS SUBDIVISION, PHASE 3 (RECORDED AS ENTRY #2053217, DAVIS COUNTY RECORDER), WHICH POINT IS ALSO NORTH 00°10'10" EAST 828.17 FEET ALONG THE SECTION LINE AND NORTH 90°00'00" WEST 1323.29 FEET FROM THE EAST QUARTER CORNER OF SECTION 7, TOWNSHIP 4 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH, AND RUNNING THENCE SOUTHEASTERLY ALONG THE NORTH LINE OF SAID LOT 302, WHICH IS ALSO THE SOUTH LINE OF THE DAVIS-WEBER CANAL THE FOLLOWING THREE (3) COURSES: 1) SOUTH 53°11'33" EAST 430.95 FEET, 2) SOUTH 53°45'03" EAST 852.87 FEET, 3) SOUTH 63°36'42" EAST 5.29 FEET; THENCE LEAVING SAID LOT LINE NORTH 90°00'00" WEST 1039.00 FEET TO THE WEST LINE OF SAID LOT 302; THENCE NORTH 00°06'22" EAST 764.85 FEET ALONG SAID WEST LINE TO SAID NORTHWEST CORNER AND TO THE POINT OF BEGINNING, CONTAINING 9.067 ACRES.

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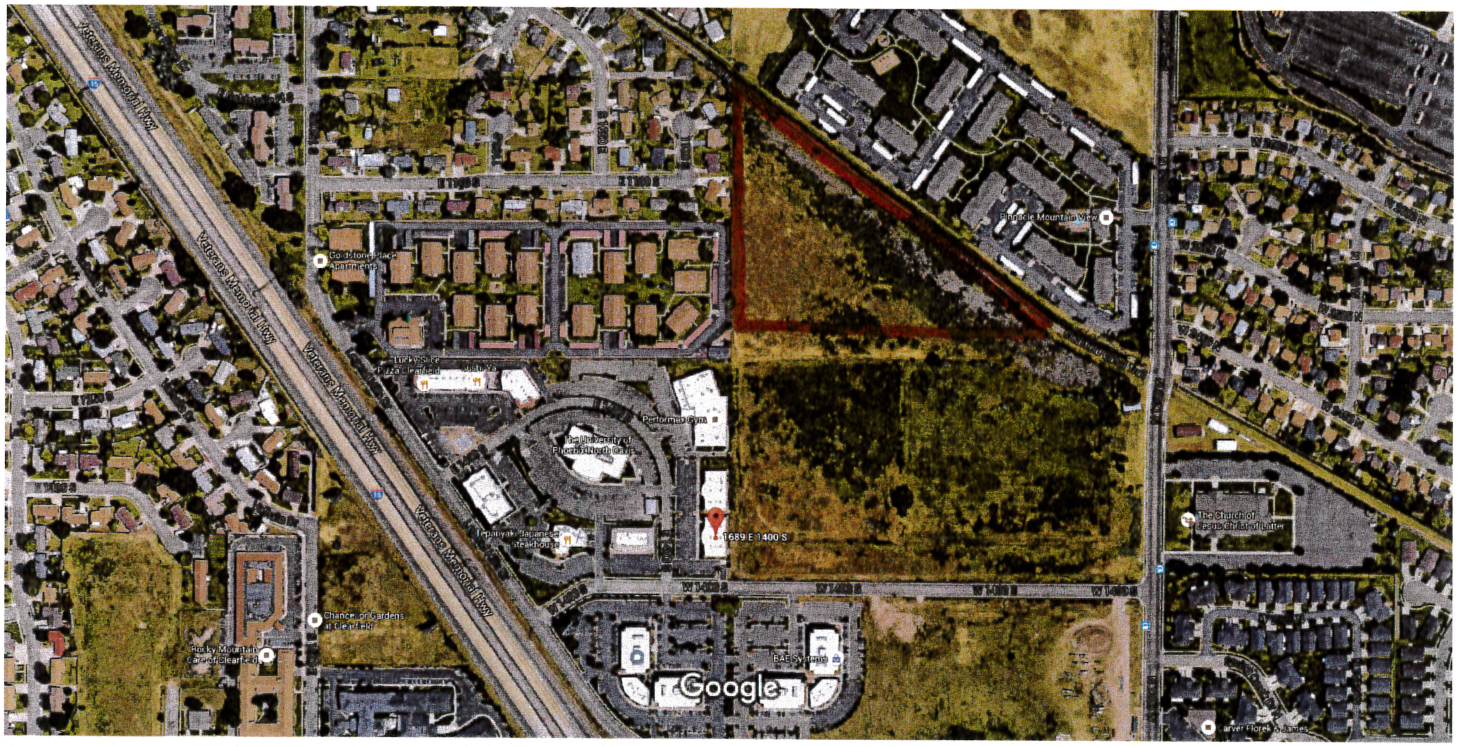
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| | | | | |
|---|---|---|---|---|
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| | DESIGNED: | | — | |
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| | PROJECT #: | 08-050 | | |
| | SHEET EXHIBIT | Eng | | |

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Google Maps




NEW TENANTS RECEIVE FREE
LEASING 814-9662
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# Clearfield City Council Policy Session

May 14, 2019





# GENERAL PLAN AMENDMENT
# COMMERCIAL to RESIDENTIAL
## GPA 1903-0013



# Background Information

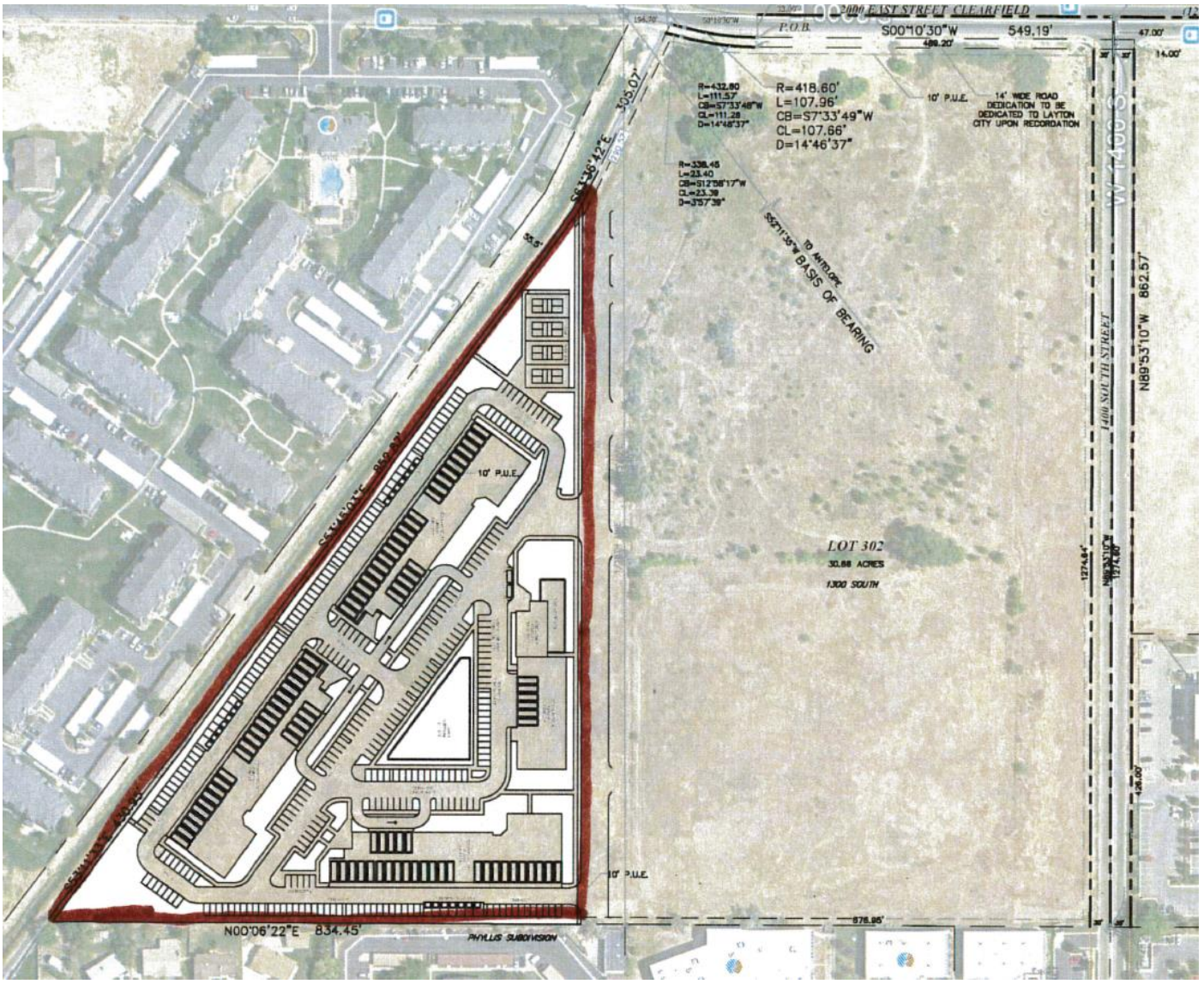
- Current General Plan designation is Commercial.
- Part of a joint rezone request for R-3-SP
- Comprehensive Plan in 1986 had area designated as residential.

# GENERAL PLAN: FUTURE LAND USE MAP




Subject Area


Subject Area
LEASING 814-9662


2000 EAST STREET CLEARFIELD
P.O.B.
S00°10'30"W 549.19'
488.20'
47.00'
14.00'
R=418.60'
L=107.96'
CB=S7°33'49"W
CL=107.66'
D=14°46'37"
10' P.U.E.
14' WIDE ROAD DEDICATION TO BE DEDICATED TO LAYTON CITY UPON RECORDATION
R=432.60
L=111.57
CB=S7°33'49"W
CL=111.28
D=14°46'37"
R=338.45
L=23.40
CB=S12°58'17"W
CL=23.39
D=3°57'39"
S27°36'12"E 105.07'
S27°15'59"W TO MYRTLE/K BASIS OF BEARING
1400 SOUTH STREET
N89°53'10"W 862.57'
55.5'
SEWER LINE
10' P.U.E.
LOT 302
30.88 ACRES
1300 SOUTH
1274.84'
126.00'
10' P.U.E.
876.95'
N00°06'22"E 834.45'
PHYLLIS SUBDIVISION

# Staff Recommendation/Conclusion

Staff recommends that the Clearfield City Council **approve** the proposed General Plan Amendment, based upon the following findings:

1. The proposed general plan amendment is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed general plan amendment and future development of this area as residential will support the surrounding commercial uses as a mixed use area.
3. The Residential designation of this area will provide a gradual land use transition from the Goldstone Place Apartments to the west and the Pinnacle Mountain View Apartments to the north.
4. Development of residential adjacent to the canal trail open space will provide a better environment for the patrons of the trail and will help prevent this section of trail from becoming secluded and potentially unsafe.

# Planning Commission Recommendation

On April 3, 2019 the Clearfield City Planning Commission moved to **recommend approval of ZTA 1902-0002,** to the Clearfield City Council, a zoning map amendment request by Jason Hamblin to rezone the subject properties from A-1 (Agricultural) to R-1-Open (Residential).



# City Council Action

1. **Move to approve GPA 1903-0013**, a General Plan amendment request by Wayne Belleau to change the general plan designation for nine point zero six seven (9.067) acres of the subject properties from Commercial to Residential.
2. **Move to deny GPA 1903-0013**, a General Plan amendment request by Wayne Belleau to change the general plan designation for nine point zero six seven (9.067) acres of the subject properties from Commercial to Residential.
3. **Move to table GPA 1903-0013,** and request additional time to consider the request.





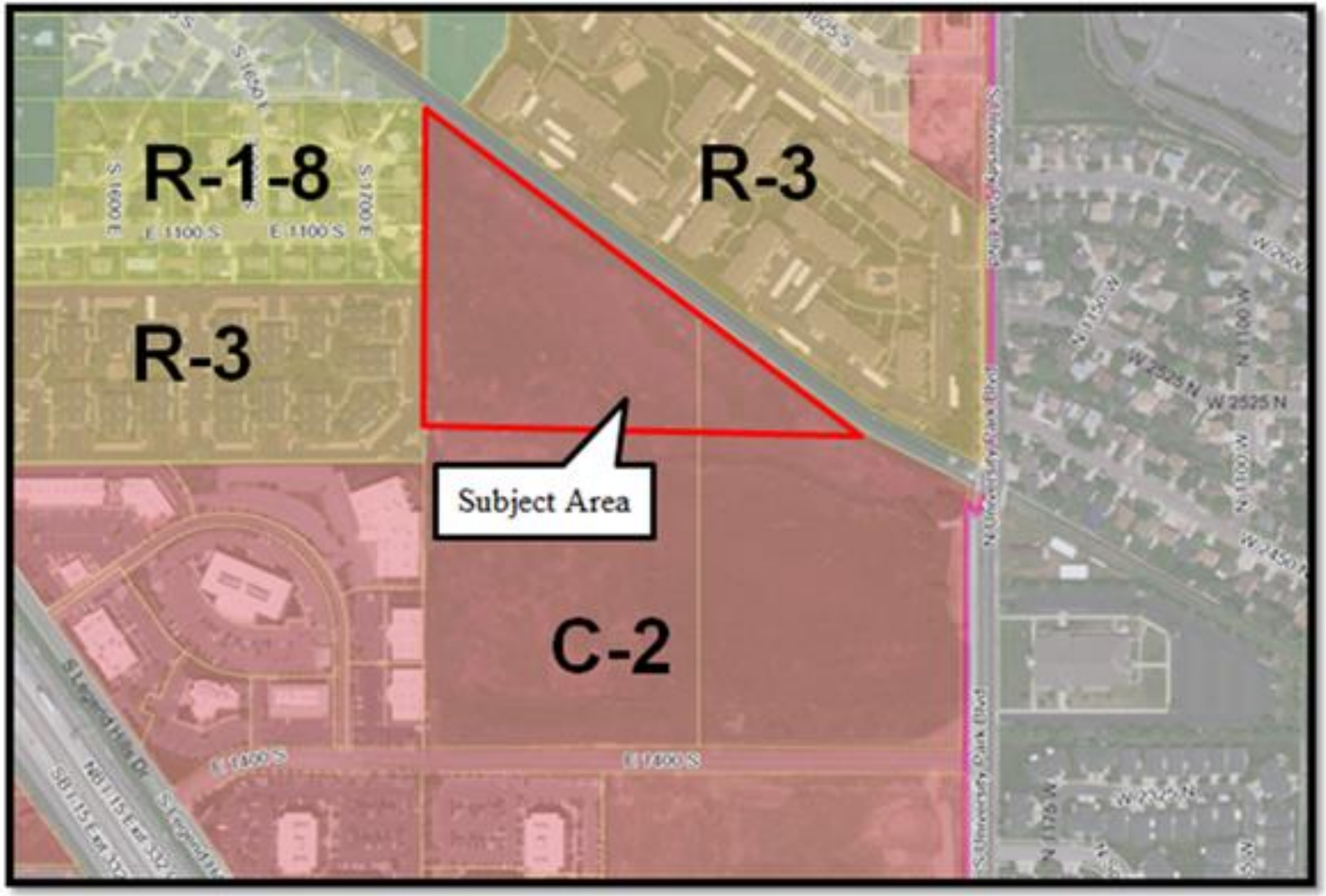
# REZONE C-2 to R-3-SP
## Zoning Map Amendment, ZTA 1903-0014



# Background Information

- Concurrent application for General Plan Amendment.
- S-P (Special Purpose Overlay) is to allow density of twenty five (25) units to the acre.
- Surrounding densities:
  - Goldstone Place Apartments: 18.81 Units to the Acre
  - Pepperidge Apartments: 20.33 Units to the Acre
  - Pinnacle Mountain View Apartments: 19.71 Units to the Acre
  - Wingpointe Apartments: 19.24 Units to the Acre
  - Bravada 193 Apartments (Proposed): 40.60 Units to the Acre
  - Average density (Bravada excluded) is 19.52 Units to the Acre.

# ZONING MAP


R-1-8
R-3
R-3
C-2
Subject Area
E 1100 S
E 1100 S
S 1700 E
S 1650 E
W 2525 N
W 2525 N

# Staff Recommendation/Conclusion

Staff recommends that the Clearfield City Council **approve** the proposed zoning map amendment, based upon the following findings:

1. The proposed zoning map amendment is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zoning map amendment and future development of this area as residential will support the surrounding commercial uses as a mixed use area.
3. The R-3-SP zoning designation of this area will provide a gradual land use transition from the Goldstone Place Apartments to the west and the Pinnacle Mountain View Apartments to the north with only a slight increase in residential density.
4. Development of residential adjacent to the canal trail open space will provide a better environment for the patrons of the trail and will help prevent this section of trail from becoming secluded and potentially unsafe.

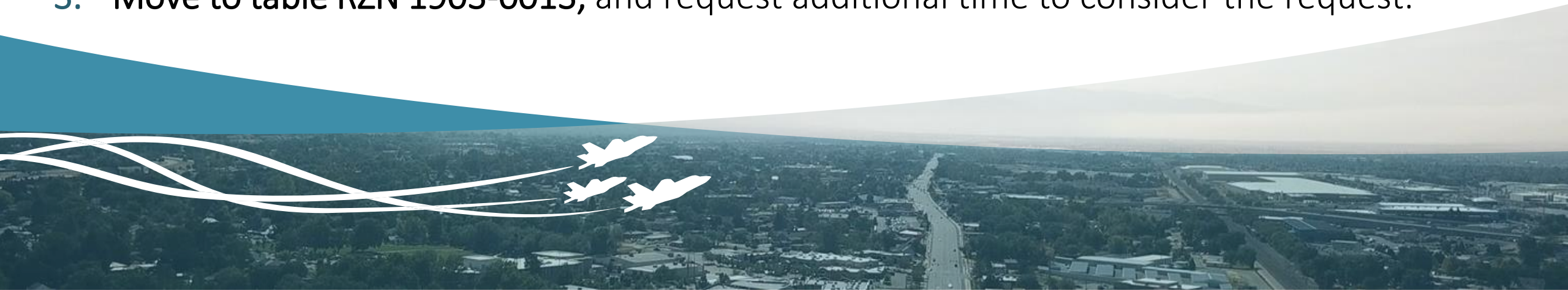
# Planning Commission Recommendation

On April 17, 2019 the Planning Commission forwarded a recommendation of **APPROVAL** of **RZN 1903-0014** to the City Council for the proposed zoning map amendment request by Wayne Belleau to rezone nine point zero six seven (9.067) acres of the subject properties from C-2 (Commercial) to R-3-SP (Residential & Special Purpose Overlay) to allow for a density of twenty five (25) units to the acre.



# City Council Action

1. **Move to approve RZN 1903-0014**, a zoning map amendment request by Wayne Belleau to rezone nine point zero six seven (9.067) acres of the subject properties from C-2 (Commercial) to R-3-SP (Residential & Special Purpose Overlay) to allow for a density of twenty five (25) units to the acre.
2. **Move to deny RZN 1903-0014**, a zoning map amendment request by Wayne Belleau to rezone nine point zero six seven (9.067) acres of the subject properties from C-2 (Commercial) to R-3-SP (Residential & Special Purpose Overlay) to allow for a density of twenty five (25) units to the acre.
3. **Move to table RZN 1903-0013,** and request additional time to consider the request.



Clearfield City
we've got it made

# STAFF REPORT

**TO:** Mayor Shepherd and City Council Members

**FROM:** JJ Allen, City Manager

**MEETING DATE:** May 14, 2019

**SUBJECT:** Donation to the Westside Food Pantry

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## RECOMMENDED ACTION

1. Receive public input via a public hearing regarding a possible donation to the Westside Food Pantry
2. Take action on a possible donation to the Westside Food Pantry

## DESCRIPTION / BACKGROUND

In previous work sessions, the City Council had indicated a desire to provide financial assistance to the Westside Food Pantry, particularly to partially offset the Pantry's fuel and landfill costs. The donation would be contingent on getting a building permit for the new building on the Gardner property, and would have to go through the process of a public hearing.

Since then, the Gardners have obtained a building permit, as required. Also, staff has prepared the attached "study," which is required by Utah Code § 10-8 Part 1 Section 2. The public hearing has been properly advertised, in accordance with the same statute. The City Council may now hold the public hearing and then consider taking official action regarding the requested donation.

It should be noted that after the "10-8-2 study" was finalized and notice was given of the public hearing, the City became aware of logistical issues that could jeopardize the long-term viability of the Westside Food Pantry. Recently, Open Doors was notified that it would not be able to obtain food from the Utah Food Bank for at least the next year. Because the Westside Food Pantry was operating as a subsidiary of sorts for Open Doors, their ability to continue operating without this supply of food is in doubt. That said, even if the Westside Food Pantry closes, the Council could still approve the requested donation, presumably to cover costs that have already been incurred over the past months / years.

## CORRESPONDING POLICY PRIORITY (IES)

This issue corresponds with the policy priority of Improving Clearfield's Image, Livability, and Economy. The services provided by the Pantry help support the livability of our community (Clearfield and

beyond) by helping struggling families with the food they need. The issue also has an "image" aspect to it as well, in that the installation of improvements on the Gardner property can enhance the area (or detract from it, if done improperly).

**FISCAL IMPACT**

Previous discussions on this topic had presumed a donation of up to $200/month until CDBG funding could be made available for this same purpose (CDBG funds were awarded to Open Doors in the 19/20 One-Year Action Plan). The "10-8-2 study" identifies a donation of up to $2,500 in funds, plus a waiver of building permit fees in the amount of $353.76 (for a total donation of $2,853.76).

**ALTERNATIVES**

After holding the public hearing, the following options are available for consideration:

a) Approve the waiver of building permit fees in the amount of $353.76 and a donation of up to $200 / month for future fuel and landfill costs, until Open Doors can provide the assistance via the CDBG funding. This option assumes the Pantry will continue its operations.

b) Approve the waiver of building permit fees in the amount of $353.76 and a donation of $2,500 to cover fuel and landfill costs already incurred.

c) Table consideration of the request until more details are known about the future of the Westside Food Pantry and/or Open Doors' ability to provide the assistance contemplated in the CDBG application.

d) Deny the request for a waiver of building permit fees and a donation to the Westside Food Pantry.

**SCHEDULE / TIME CONSTRAINTS**

The Gardner's had been anxious to receive assistance, but recent developments may justify waiting a little longer before making a decision on the requested donation.

**ATTACHMENTS**

- Study of Anticipated Benefits from Appropriating Funds for the Westside Food Pantry ("10-8-2 Study")

# STUDY OF ANTICIPATED BENEFITS FROM APPROPRIATING FUNDS FOR THE WESTSIDE FOOD PANTRY

**Prepared By:**
**CLEARFIELD CITY STAFF**

In accordance with the provisions of § 10-8 Part 1 Section 2 of the Utah Code, the following study has been prepared by Staff to demonstrate the purposes for a waiver of building permit fees ($353.76) and the appropriation of up to $2,500.00 toward the Westside Food Pantry by Clearfield. This study shall be made available to all interested parties at least 14 days prior to the public hearing on the proposed appropriation.

## Benefits the City "will receive in return for any money or resources appropriated"

While Clearfield City Corporation will not receive any tangible benefits in return for the appropriation, residents of the community certainly will. The Westside Food Pantry provides for the basic grocery needs of households in Clearfield and the region. In a time when the cost of housing has been rapidly escalating, many Clearfield residents are left without sufficient financial resources to purchase the groceries needed for their families. The Pantry also helps to promote a sense of community through the volunteerism it depends on.

## The City's "purpose for the appropriation, including an analysis of the way the appropriation will be used to enhance the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the municipality"

The purpose for the appropriation is to support the efforts of the Westside Food Pantry by 1) waiving the building permit fee for a new small building, and 2) by offsetting certain operating costs. Specifically, the waste product from the Pantry must be hauled to the landfill, incurring costs of transportation and dumping fees.

The Westside Food Pantry operates solely on donations and volunteer labor, and these costs (the building permit fee and the transportation costs and dumping fees) strain the operation. Supporting the Pantry in this manner helps needy households to obtain groceries at no cost. It also ensures that the waste product is properly disposed of, and not causing a public health or safety problem. Therefore, the City's appropriation is indeed enhancing the safety, health, prosperity, moral well-being, peace, order, comfort and convenience of the community.

## The necessity and appropriateness of the appropriation "to accomplish the reasonable goals and objectives of the municipality in the area of economic development, job creation, affordable housing, blight elimination, job preservation, the preservation of historic structures and property, and any other public purpose."

One of Clearfield City's stated Policy Priorities is to "improve Clearfield's image, livability, and economy." Especially in terms of this "livability" component, the appropriation is justified. The community is more livable because residents are able to access assistance at the Pantry. And with assistance from the Pantry, income that would have been used for groceries can be directed to housing costs.

# STAFF REPORT

**TO:** Mayor Shepherd and City Council Members

**FROM:** Kamilla Schultz, P.E.
Staff Engineer

**MEETING DATE:** May 14, 2019

**SUBJECT:** Consider approval of Resolution 2019R-13 authorizing an Interlocal Agreement with Layton City for purpose of providing sanitary sewer service to the RC Willey Store located in Layton City

---

## RECOMMENDED ACTION

Approve Resolution 2019R-13 authorizing the Interlocal Agreement with Layton City for the purpose of providing sanitary sewer to the RC Willey Store located in Layton City.

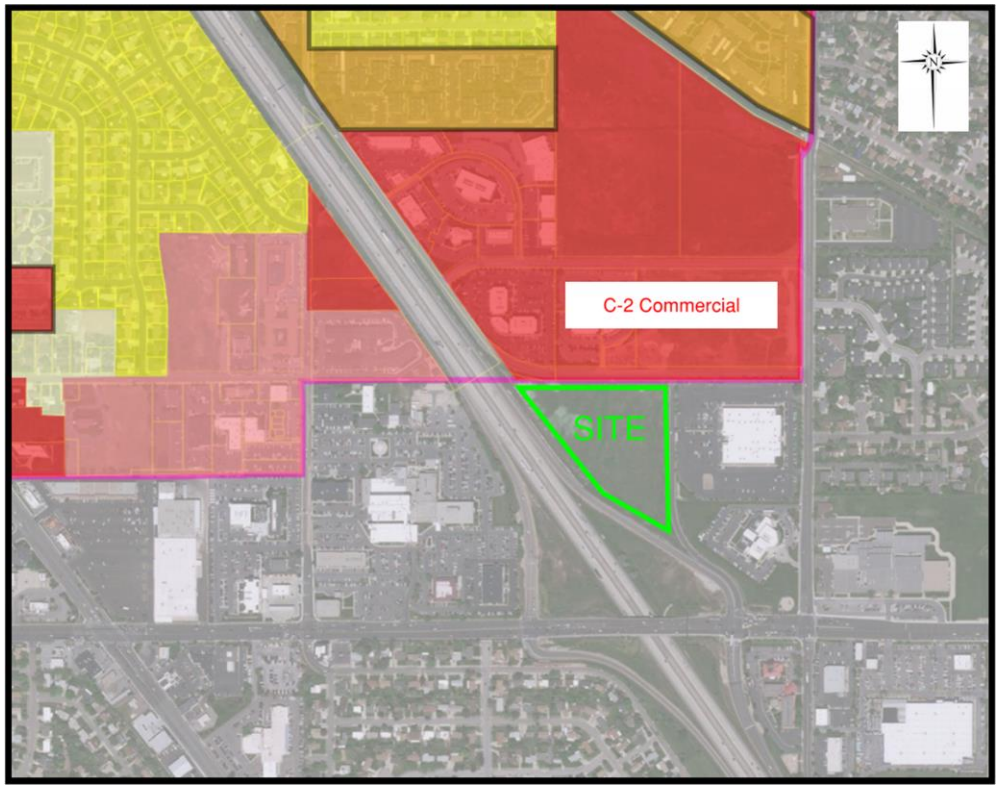
## DESCRIPTION / BACKGROUND

**Project Information**

| | |
|---|---|
| Project Name | RC Willey |
| Site Location | 1450 Legend Hills Dr, Layton City, UT |
| Tax ID Number | 090230094 |
| Applicant | Layton City, Ashley Thoman |
| Owner | RC Willey Home Furnishings |
| Proposed Actions | Approve Interlocal Agreement for sanitary sewer service |
| Current Zoning | Zoning Unknown (Layton City) |
| Site Acreage | 9.59 acres |

**Background**

Layton City has received a request for the development of a 172,057 square foot RC Willey Store at 1450 Legend Hills Drive. Layton, UT. The property is approximately 9.59 acres in size. The applicant has requested the ability to connect into the existing Clearfield City sanitary sewer system on Legend Hills Dr. Although this project is not located in Clearfield City the developer has requested the use of Clearfield City's existing utilities (sanitary sewer) for their project. Clearfield City has received a request to provide sanitary sewer for a period of 50 years, as outlined in the attached agreement.



Location Map

The need for Clearfield City to provide utility services to a project in Layton City requires execution of an agreement between Clearfield City, Layton City and the developer. Clearfield City and Layton City have worked together to formulate an agreement that is acceptable to all parties and allows for the development of this facility, in the City of Layton. Staff has provided a copy of the agreement as an attachment to this report. The agreement has been reviewed by Public Works, the City Attorney, Community Development, Finance and Executive Staff and has been recommended for approval to the Council. It is the conclusion of staff that the agreement provides the appropriate controls for all parties involved and protection for Clearfield City to provide the requested sewer service to the property.

## CORRESPONDING POLICY PRIORITY (IES)

**Providing Quality Municipal Services**

This area has limited utility availability for new development. In order for development to transpire Clearfield and Layton have been working cooperatively to provide services where possible. This will necessitate several Interlocal Agreements over time between the cities, both with Layton development tying to Clearfield lines and Clearfield development tying to Layton lines. Through this cooperative method both cities are able to grow while avoiding what would otherwise entail costly capital improvement projects.

**Improving Clearfield's Image, Livability and Economy**

The store will be an asset to the area, potentially spurring additional development and providing jobs and services that can be a benefit to Clearfield residents and business owners.

## FISCAL IMPACT

The sewer will be billed as required by Clearfield City and the costs will be paid to Clearfield City by the property owner. Before connecting the property owner will pay Layton for the cost of the connection fees and sanitary sewer impact fees which will be turned over to Clearfield City. The property owner will be responsible for Clearfield City's monthly sanitary sewer utility fees.

## ALTERNATIVES

N/A

## SCHEDULE / TIME CONSTRAINTS

The Layton City Council is also reviewing the agreement for approval. Construction for the store has begun. The agreement should be in place prior to the utility connection being made.

## LIST OF ATTACHMENTS

- Submittal Letter
- Interlocal Agreement
- Utility Plan
- Resolution 2019R-13

Layton
Community • Prosperity • Choice

Mayor • Scott Freitag
City Manager • Alex R. Jensen

• Public Works – Engineering •
Terry R. Coburn • Director
Stephen Jackson • City Engineer
Telephone: (801) 336-3700
Fax: (801) 336-3713

March 7, 2019

Clearfield City
Attn: Community Development Services Manager
55 South State Street
Clearfield, UT 84015

**Subject: RC Willey Development Review**

Dear Spencer Brimley,

As per previous discussions between Clearfield City and Layton City, enclosed is a plan set for the RC Willey development located at 2205 N 1400 West in Layton. Layton City has approved the plans and requests that Clearfield City review and approve the plans with regards to the sanitary sewer connection.

A copy of an interlocal cooperation agreement for the development has been enclosed for your review before approval by the City Council. This agreement is the same one used for the Magic Wash, Layton Farm Storage and the NES building. The agreement is a request for Clearfield City to provide sanitary sewer service for the proposed development.

Thank you for your time and cooperation. If you have any questions, please feel free to contact me at 801-336-3707 or at athoman@laytoncity.org.

Sincerely,

Ashley Thoman

Ashley Thoman, P.E.
Staff Engineer
Layton City
Phone: (801) 336-3707
Fax: (801) 336-3713

Enclosures:
Interlocal Cooperative Agreement
Plan Set
Fixture Count

# INTERLOCAL COOPERATIVE AGREEMENT

***for***

**Sanitary Sewer Service at RC Willey Home Furnishings**

This agreement is entered into this _____ day of _____, 2019, by and between Layton City, a Utah municipal corporation (hereafter "Layton"), and Clearfield City, a Utah municipal corporation (hereafter "Clearfield").

WHEREAS, Layton has a proposed development known as RC Willey Home Furnishings located at approximately 2205 N 1400 West, Layton, UT, and bearing Davis County Tax ID# 09-023-0094 (hereafter "Property"), which is contiguous to its common boundary with Clearfield; and

WHEREAS, Layton does not have sanitary sewer readily available to the Property and Clearfield has agreed to provide this utility to the Property under the following terms; and

WHEREAS, Layton and Clearfield want to provide necessary utilities near the common boundaries; and

WHEREAS, it is more economical and convenient for the Property to receive sanitary sewer service through Clearfield rather than Layton at the present time, and it is not expedient for Layton to develop these utilities at this time; and

WHEREAS, this agreement is authorized by the Interlocal Cooperation Act, Title 11, Chapter 13 of the Utah Code Annotated.

NOW, THEREFORE, the parties agree as follows:

1. **Sanitary Sewer Service.** Clearfield will allow the Property to connect to its sanitary sewer system. The sewer shall be billed as required by Clearfield and the costs shall be paid to Clearfield by the Property's owner. Clearfield will determine the requirements of the sanitary sewer line so as to provide the necessary capacity for the sanitary sewer service for the property (including the size and location of any connections).

   Before connecting, the Property owner shall pay Layton for the cost of the connection fees and sanitary sewer impact fees, which will be turned over to Clearfield. The Property's owner will be responsible for Clearfield's monthly sanitary sewer utility fees.

   If system improvements are necessary to provide adequate sewer service, the costs of those improvements shall be at the expense of the Property's owner and not Layton or Clearfield. Clearfield will exercise its same standard of care for the maintenance of its facilities servicing this property.

2. **Future Development.** Connection of utility services is limited to the parcel identified on Exhibit "A". Clearfield reserves the right for site plan review of all additional phases at time of development, to ensure the utility services will be sufficient to serve additional

phases. Should additional development cause an increase in services requiring system upgrades (as determined by Clearfield), any such improvement shall be at the Property owner's expense and the anticipated increase in demand shall be subject to Clearfield's impact fees then in effect.

3. **Conditions for Utility Connection.** Before connecting, all application, project review, and impact fees shall be paid in full and the property owner must establish an account for utility services with Clearfield. Additionally, fencing as shown on construction documents, including the approved site plan, shall be installed prior to Layton issuing a certificate of occupancy for the building.

4. **Terms.** This Agreement shall remain in effect for Fifty (50) years. It may be modified at any time by written agreement of the parties. This Agreement may be renewed at any time upon written agreement by the parties.

Executed on the day and date above.

| LAYTON CITY | CLEARFIELD CITY |
|---|---|
| _____ | _____ |
| Mayor | Mayor |
| ATTEST: | ATTEST: |
| _____ | _____ |
| _____ | _____ |
| Reviewed and approved as to proper form and compliance with applicable law. | Reviewed and approved as to proper form and compliance with applicable law. |
| _____ | _____ |
| City Attorney | City Attorney |

Scale: 1" = 30'

30' 0 30' 60'

## General Utility Notes:

1. All sewer and water facilities shall be constructed per local jurisdiction standards and specifications. Contractor is responsible to obtain standards and specifications.
2. Coordinate all utility connections to building with plumbing plans and building contractor.
3. Verify depth and location of all existing utilities prior to constructing any new utility lines. Notify Civil Engineer of any discrepancies or conflicts prior to any connections being made.
4. All catch basin and inlet box grates are to be bicycle proof.
5. Refer to the site electrical plan for details and locations of electrical lines, transformers and light poles.
6. Gas lines, telephone lines, and cable TV lines are not a part of these plans.
7. Water meters are to be installed per city standards and specifications. It will be the contractor's responsibility to install all items required.
8. Water lines, valves, fire hydrants, fittings etc. are to be constructed as shown. Contractor is responsible, at no cost to the owner, to construct any vertical adjustments necessary to clear sewer, storm drain, or other utilities as necessary including valve boxes and hydrant spools to proper grade.
9. Contractor shall install a 12" concrete collar around all manholes, valves, catch basins, cleanouts & any other structures located within the asphalt.

## Utility Piping Materials:

All piping materials shall be per local agency standards or the specifications below at a minimum. All utility piping shall be installed per manufacturers recommendations. Refer to project specifications for more detailed information regarding materials, installation, etc.

*Culinary Service Laterals*

1. High Density Polyethylene (HDPE) Water Pipe (Up to 3 inches diameter), CTS-OD, AWWA C901, PE 3408, SDR 9 (200 psi)

*Water Main Lines and Fire Lines*

1. Polyvinyl Chloride (PVC) (4 inches to 12 inches diameter): AWWA C900, DR 14, Class 200

*Sanitary Sewer Lines*

1. All sewer piping to be Polyvinyl Chloride (PVC) sewer pipe, ASTM D3034, Type PSM, SDR 35

*Storm Drain Lines*

1. 12" pipes or smaller – Polyvinyl Chloride (PVC) sewer pipe, ASTM D3034, Type PSM, SDR 35
2. 15" pipes or larger – Reinforced Concrete Pipe, ASTM C76, Class III

CAUTION :

The locations and/or elevations of existing utilities as shown on these plans are based on records of the various utility companies and, where possible, measurements taken in the field. The information is not to be relied on as being exact or complete.

**Storm Drain Note:**

**All Storm Drainage Pipe Lengths and Slopes are from Center of Box to Center of Box.**

Know what's below. Call 811 before you dig.
BLUE STAKES OF UTAH
UTILITY NOTIFICATION CENTER, INC.
www.bluestakes.com
1-800-662-4111

## Storm Water Detention Volume

Required Detention Volume = 26,748 Cubic Feet

Provided Detention Volume:
- Pond Volume = 26,011 Cubic Feet
- 24" RCP @ 110.0 Lineal Feet = 345.6 Cubic Feet
- 24" RCP @ 100.6 Lineal Feet = 316.0 Cubic Feet
- 18" RCP @ 250.8 Lineal Feet = 443.2 Cubic Feet

Total Combined Storage Volume = 27,116 Cubic Feet

| REV | DESCRIPTION |
|---|---|
| 2 | 7 Feb, 2019 City Submittal #2 |
| 1 | 17 Jan, 2019 Layout, Northwest Access Relocation, Add Remote FDC, Add Fire Lane Markings, Modify Water Main |

Designed by: SY
Drafted by: SY
Client Name: Babcock Design
17-016 UT

ANDERSON WAHLEN & ASSOCIATES
2010 North Redwood Road, Salt Lake City, Utah 84116
801 521-8529 – AWengineering.net

Utility Plan

RC Willey
1450 Legend Hills Drive
Layton, Utah

PROFESSIONAL ENGINEER
No. 7879281
SHAUN H YOUNG
2/11/19
STATE OF UTAH

9 Jan, 2019

SHEET NO.
C3.1

W:\17-016 RC Willey Layton\dwgs\17-016 UT.dwg 2/6/2019 11:41:16 AM, ARCH Full Bleed E1 (30.00 x 42.00 Inches), 1:1

# CLEARFIELD CITY RESOLUTION 2019R-13

A RESOLUTION APPROVING AN INTERLOCAL COOPERATIVE AGREEMENT BETWEEN LAYTON CITY AND CLEARFIELD CITY FOR CLEARFIELD CITY TO PROVIDE A SANITARY SEWER CONNECTION TO ITS SANITARY SEWER SYSTEM FOR RC WILLEY HOME FURNISHINGS LOCATED AT APPROXIMATELY 2205 NORTH 1400 WEST, LAYTON, UTAH (TIN: 09-023-0094)

WHEREAS, Layton has a proposed development known as RC Willey Home Furnishings located at approximately 2205 North 1400 West, Layton, UT (TIN: 09-023-0094), which is contiguous to its common boundary with Clearfield; and

WHEREAS, Layton does not have sanitary sewer readily available to the property and Clearfield has agreed to provide this utility to the property under the following terms; and

WHEREAS, Layton and Clearfield want to provide necessary utilities near the common boundaries; and

WHEREAS, it is more economical and convenient for the Property to receive sanitary sewer service through Clearfield rather than Layton at the present time, and it is not expedient for Layton to develop these utilities at this time; and

WHEREAS, this agreement is authorized by the Interlocal Cooperation Act, Title 11, Chapter 13 of the Utah Code Annotated.

NOW THEREFORE BE IT RESOLVED, by the Clearfield City Council, that the attached Interlocal Cooperation Agreement is approved and the Mayor is hereby authorized to execute the agreement.

DATED this 14th day of May, 2019.

CLEARFIELD CITY CORPORATION

_____

Mark R. Shepherd, Mayor

ATTEST:

_____

Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

# STAFF REPORT

**TO:** Mayor Shepherd and City Council Members

**FROM:** Kamilla Schultz, P.E.
Staff Engineer

**MEETING DATE:** May 14, 2019

**SUBJECT:** Consider Approval of Resolution 2019R-11 to authorize the Federal Aid agreement between Clearfield City and UDOT for the 500 West Roadway Extension Project.

---

## RECOMMENDED ACTION

Approve Resolution 2019R-11 authorizing the Federal Aid Agreement between Clearfield City and Utah Department of Transportation (UDOT) for the 500 West Roadway Extension Project, and authorize the Mayor's signature to any necessary documents.

## DESCRIPTION / BACKGROUND



Location Map

The Cities of Clearfield and Syracuse (Clearfield being the lead agency) were awarded Surface Transportation Funds (STP) for the purpose of extending 500 West from 1950 South to Antelope Dr., and with the intention that the road will extend to D Street within the Freeport Center.

Clearfield City and Syracuse City hired CRS Engineers to perform an Environmental Study which was recently completed and approved. With the Environmental requirements fulfilled we are now able to move forward with design of the roadway which will begin the federally funded portions of the project. As UDOT has the responsibility to oversee federally aided projects, a federal aid agreement is needed to outline the roles and responsibilities of each party. This will help ensure that the federal requirements are met and that the project is completed

according to approved plans and specifications. This agreement has been reviewed by staff from the Public Works, Community Development, Finance, and Executive departments and has been recommended for approval.

## CORRESPONDING POLICY PRIORITY (IES)

**Providing Quality Municipal Services**

This project is part of a larger regional transportation plan and is being coordinated with Wasatch Front Regional Council (WFRC), UDOT, Clearfield City, Syracuse City and Layton City. This project represents phase 1 of a multiphase project. This represents the policy priority of providing well-planned facilities and infrastructure.

**Improving Clearfield's, Image, Livability and Economy**

This project will improve access for residents for recreation opportunities at Barlow Park and to the Freeport Center for employment opportunities. This will also provide connection for the neighborhood to the east for easier access and additional traffic flow choices. It will open what are now agricultural lots for additional development. Relocation of the traffic signal will allow for better signal coordination along the Antelope Drive corridor.

## FISCAL IMPACT

The estimated cost for design and construction of the project is $4,679,427. Federal funding through the Wasatch Front Region Surface Transportation Project (STP) program has been approved for $4,352,626 with the two cities splitting the remaining $316,071 as their matching contribution.

## ALTERNATIVES

None

## SCHEDULE / TIME CONSTRAINTS

The federal aid agreement needs to be signed prior inviting potential engineering firms to submit their qualifications and proposals. For the timing of the project, the design needs to begin as quickly as possible, to ensure the best competitive bidding for construction. In addition we will need the full design and as designed cost estimate prepared by October 1st to submit back to WFRC.

## LIST OF ATTACHMENTS

- Federal Aid Agreement (draft)
- Resolution 2019R-11

# State of Utah
# Department of Transportation

| **Federal Aid Agreement for Local Agency Project**<br>CFDA No. 20.205<br>Highway Planning and Construction | Clearfield City - Kamilla Schultz | Maximum Project Value Authorized<br><br>$4,679,427 |
|---|---|---|
| PIN Number<br>14843<br>FINET Number<br>54814<br>FMIS Number<br>F012234<br>DUNS Number<br>073019325 | Project Number<br>F-LC11(68)<br>PIN Description<br>500 West; 2000 S. to D St., Extension, Clearfield | Agreement Number<br>(Assigned By Comptrollers)<br><br>Date Executed |

This Agreement is entered into this _____ by and between the Utah Department of Transportation ("UDOT") and Clearfield City "Local Agency", a political subdivision(s) of the State of Utah.

The (City/County) has a project that will receive financing from federal-aid highway funds. The Project consists of 500 West; 2000 S. to D St., Extension, Clearfield, located at Clearfield City and identified as project number F-LC11(68);

Pursuant to 23 CFR Section 635.105, UDOT has the responsibility to oversee the federal aid projects to ensure adequate supervision and inspection so the projects are completed in conformance with the approved plans and specifications, including compliance with all federal requirements; and

This Agreement describes the respective roles and requirements of UDOT and the City/County to ensure compliance with the federal requirements for the receipt of federal funding for the Project.

NOT FOR SIGNATURES

**State Wide Transportation Improvement Program STIP** 2019 - 2022

| Fund* | Prior | 2019 | 2020 | 2021 | 2022 | Total | Fed Aid | State | Other | Pct |
|---|---|---|---|---|---|---|---|---|---|---|
| STP_URB_O/L | $10,726 | $378,237 | $0 | $0 | $4,290,464 | $4,679,427 | $4,362,630 | $0 | $316,797 | 6.77% |
| Total: | $10,726 | $378,237 | $0 | $0 | $4,290,464 | $4,679,427 | $4,362,630 | $0 | $316,797 | 6.77% |

# AGREEMENT

Now, therefore, the parties agree as follows:

I. **Description of the Project.**
II. **UDOT's Roles and Responsibilities on a Federally Funded Local Government Project as follows:**

A. Oversee compliance with federal and state regulations.
B. Ensure transportation project oversight as outlined in 23 CFR 635.105.
C. Assign a UDOT Project Manager to:
   1. Assist the Local Government Project Manager to monitor scope, schedule, budget, and help track expenditures during all phases of the project.
   2. Assist in project risk monitoring by reviewing and discussing identified risks and mitigation efforts.
   3. For projects approved through the Wasatch Front Regional Council (WFRC), assist in early coordination with UDOT's Environmental staff during preparation of the environmental document.
   4. Prepare and process the federal aid agreement before project initiation.
   5. Help administer consultant qualifications-based selection, negotiation of contract, and contracting process for all phases of the Project using the UDOT Consultant Services selection process.
   6. Assist the local agency to process and approve Consultant Pay Requests.
   7. Coordinate and participate in design review meetings to ensure the federally-approved, UDOT design process is followed.
   8. Coordinate to ensure ongoing communication with the local project sponsor.
   9. Notify the Local Government that the match, betterment or other funding to UDOT is due.
   10. Assist the Local Agency in preparing and executing UDOT Standard Utility Reimbursement Agreements as required.
   11. Coordinate betterment items and finalize agreements prior to construction advertising.
   12. Assist with the federally-approved construction advertising and award processes through the UDOT construction advertising and award process.
   13. Coordinate with the Local Project Manager to review and recommend change orders for approval.
   14. Coordinate the UDOT project closeout process.

III. **Local Agency Roles and Responsibilities on a Federally Funded Local Government Project.**

The Local Agency shall manage the Project in compliance with federal and state laws and regulations. The Local Agency shall monitor the quality of work being performed on the Project and daily activities and issues with the consultants.

A. The Local Agency shall assign a representative to serve as the Local Project Manager to:

   1. Research, understand, and take responsibility for federal requirements by its acceptance of federal funds.
   2. Coordinate with the UDOT Project Manager concerning the funding.
   3. Work with organizations (MPO's, etc.) for funding and expenditure time-frames, scope issues and delivery schedule.
   4. Manage the day-to-day activities of the Project as follows:
      a. Consultant and professional services used on the Project.
      b. The Local Agency shall recommend and approve consultant pay requests.
      c. Project scope, schedule, budget, and quality.
      d. Coordination of details, decisions and impacts with the local jurisdiction's community councils, commissions, legal counsel, department heads, political leads, engineering and public works departments, etc.
      e. Coordination with the assigned UDOT Project Manager.
      f. Project risk monitoring by reviewing and discussing identified risks and mitigation efforts.
      g. Monitor project schedule and progress of all project tasks- to ensure a timely delivery of the project.
      h. Schedule discussion should be held in all preconstruction and construction project progress meeting.
      i. Oversee project compliance with federal and state transportation project processes. These responsibilities include (but are not limited to):

NOT FOR SIGNATURES

1) Participate in the federally approved UDOT consultant qualifications-based selection, negotiation of contract, and contracting process for all phases of the project.
2) Participate as the active lead in project team meetings as well as all field and plan reviews.
3) Ensure NEPA Environmental clearances and approvals are obtained.
4) Ensure current AASHTO, MUTCD, and UDOT design standards are met, or if not, ensure all design exceptions, waivers or deviations are obtained from UDOT and have the necessary signatures in place.
5) Ensure and certify that right of way acquisitions follow the federal Uniform Act and comply with state right of way acquisition policy, including rules, and meet all Project right of way commitments.
6) Ensure construction standards and specifications are met.
7) Oversee project construction management operations, progress, documentation and quality inspection to meet state and federal contract administration requirements.

j. Coordinate with utilities to minimize project impacts and ensure needed relocations have the proper documentation, easements and agreements in place. The Local Agency shall provide to UDOT Region Utility Coordinator the Project utility certification prior to construction advertising. All utility agreements must follow the UDOT standard Utility agreement format and process.
k. Provide right of way certification verifying all required right of way has been purchased prior to advertising.
l. Ensure required documentation is in place before submitting the advertising package to UDOT for advertising through its federally-approved process.
m. Coordinate with the UDOT Project Manager and Comptroller's Office to deposit the local match and betterment funds as outlined below in Section IV.
n. Approve the final advertising package and obtain local signature approval advertisement.
o. Review the abstract of bids and recommend to the UDOT Project Manager award of the project. The Local Agency may decline to recommend award for the following reasons: Lack of funding to cover project costs as bid, or cancelling the project.
p. Attend Construction Coordination meetings and coordinate with the Consultant Resident Engineer (RE).
q. Review all construction change orders for approval and submit them to UDOT Project Manager for review and processing.
r. Review the project budget for changes related to change orders, quantity overruns, incentives, fuel and asphalt adjustments, etc.
s. Ensure materials comply with the current UDOT Materials Testing and Acceptance Manual and the UDOT Minimum Sampling and Testing Requirements.
t. Assist to provide all documentation needed for construction project close out including Buy America certification.
u. Coordinate the project close out process by timely closing all open contracts and agreements.

This list of roles and responsibilities is not comprehensive but describes the general roles of the Local Agency.

NOT FOR SIGNATURES

IV. **Funding.** Upon signing this agreement, the Local Agency agrees to pay its estimated matching share in phases when requested by UDOT within 30 days. Phases typically include environmental, design, right of way and construction. The local match for this project is represented by the percentages of the Total Project Value shown below. In addition the Local Agency agrees to pay 100% of the overruns that exceed $4,679,427 and any ineligible costs to UDOT.

The Local Agency shall be responsible for all costs associated with the project which are not reimbursed by the federal government. For a Joint Highway Committee project, the federal participation for construction engineering costs is limited to 20 percent of the construction contract costs. No costs are eligible for federal aid reimbursement until authorized by the FHWA through Form R-709, Request for Federal Aid Project Approval, separate from this Local Agency Agreement.

Local Agency betterments are ineligible for Federal Funding. The Federal Aid Agreement must be modified to incorporate the additional funding for the betterments that are included after the execution of this Agreement. The Local Agency will advance the funds for the betterments to UDOT prior to the construction award.

Flexible match (soft match) will only be utilized on this project if the flexible match is approved by the UDOT Local Government Programs Engineer and the flexible match is included in this agreement prior to execution. Flexible match will not be added to the project after this agreement has been executed.

For the specific funding for the project, see page 1, Statewide Transportation Improvement Program (STIP).

UDOT will request payment of matching shares and overruns through an email that will be sent to Kamilla Schultz at KAMILLA.SCHULTZ@CLEARFIELDCITY.ORG, the Local Agency Contact. The Local Agency shall pay within 30 days after each payment request. The Local Agency shall make the check payable to the Utah Department of Transportation referencing the project number above and mail to UDOT Comptroller's Office, 4501 South 2700 West, Box 1415010, Salt Lake City, Utah 84114-1510.

Funds requested beyond the amount described in this Agreement will require execution of a Federal Aid Agreement Modification by the parties.

If the project has cost overruns, the Local Agency shall pay the additional amount to UDOT within 30 days of receiving the invoice. Should the Local Agency fail to reimburse UDOT for costs that exceed the federal reimbursement, federal funding for other Local Agency projects or B&C road funds may be withheld until payment is made in addition to any other remedies available.

If the Local Agency's advanced amount exceeds its share of project cost, UDOT will return the amount of overpayment to the Local Agency upon financial closure of the project.

If there are any unexpended Federal Funds remaining on the project, the funds will be returned to the funding source that they originated (MPO, etc) and reprogrammed.

UDOT Comptroller shall provide the Local Agency with a quarterly statement reflecting a cost summary for the project.

V. **Local Agency's Reimbursement Claims.** The Local Agency shall bill UDOT for eligible federal aid project cost incurred after FHWA phased approval for authorization to proceed (form R709) and in conformity with applicable federal and state laws. Authorized Local Agency reimbursement claims should be submitted to UDOT Project Manager within 30 days of cost incurrence. Reimbursements to the Local Agency for right of way claims are classified as a pass-through of Federal funds from UDOT to the Local Agency. Expenditures by the Local Agency for general administration, supervision, and other overhead shall not be eligible for federal participation unless an indirect cost plan has been approved annually by the Federal government. The Local Agency shall certify to UDOT that it has conformed to all the requirements of applicable state and federal law, Consultant Services Manual of Instruction, Local Public Agency Guide, and all the provisions of the contract, as a condition of and prior to receiving payment under the contract.

The Local Agency shall comply with 23 CFR Section 710.203 for FHWA reimbursement requests of real property acquisitions. A Local Agency shall not request reimbursement for excess acquisitions which are not eligible for FHWA reimbursement under 23 CFR Section 710.203 http://www.gpoaccess.gov/cfr/retrieve.html.

VI. **Federal Aid Project Compliance.** Local Agency shall comply with Title 23, USC, 23 CFR, 2 CFR Part 200, , UDOT Local Government and State Aid Project Guide, UDOT's Right of Way Operational Manual and the Federal Aid Project Agreement between UDOT and Federal Highway Administration concerning federal aid projects. They will also follow the Local Government Design and Process Manuals.

VII. **Project Authorization for Federal Aid**. The Local Agency, through UDOT, must obtain an Authorization to proceed from FHWA before beginning work on any federal aid project. Federal funds shall not participate in costs incurred prior to the date of authorization. The Local Agency will work with the Project Manager to establish a project end date. Any expenses incurred after the FMIS Close Out End Date will not be eligible for Federal reimbursement and **the Local Agency will be required to pay 100% of those costs**. This end date can be found on the UDOT website at the following link: Local Government Close Out Dates. FHWA authorizes the funding in separate phases including environmental, design, ROW, and construction.

NOT FOR SIGNATURES

VIII. **Indemnity clause.** UDOT and Local Agency are both governmental entities subject to the Utah Governmental Immunity Act ("Act"). Each party agrees to indemnify, defend, and save harmless the other party from and against all claims, suits, and costs, including attorney's fees for injury or damage of any kind, arising out its negligent acts, errors or omissions of its officers, agents, contractors or employees in the performance of this Agreement. Nothing in this paragraph is intended to create additional rights to third parties or to waiver any of the provisions of the Act. The obligation to indemnify is limited to the dollars amounts set forth in the Act. The indemnification in this paragraph shall survive the expiration or termination of this Agreement.

IX. **Single Audit Act.** The Local Agency, as a sub-recipient of federal funds, shall adhere to 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. A sub-recipient who expends $750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with 2 CFR 200. Upon conclusion of the 2 CFR 200 audit, the Local Agency shall be responsible for ensuring that a copy of the report is transmitted to the Utah Department of Transportation, Internal Audit, 4501 S 2700 W, Box 148230, Salt Lake City, Utah 84114-8230.

X. **Maintenance.** The Local Agency shall properly maintain and restore each type of roadway, structure and facility as nearly as possible in its original condition as constructed or improved in accordance with state and federal requirements.

XI. **Utilities.** The Local Agency shall notify and cooperate with utility companies having facilities in the project limits in accordance with Utah Code Section 54-3-29. The Local Agency shall follow the standard UDOT utility agreement process including signatures by UDOT, utility, and the Local Agency.

The Local Agency shall certify, in accordance with 23 CFR Section 645.107(c), that utility relocation reimbursements to be made in accordance with the provisions of 23 CFR Section 645.107(a) do not violate the terms of a use and occupancy agreement, or legal contract, between the utility and the Local Agency, or are solely for the purpose of implementing safety corrective measures to reduce the roadside hazards of utility facilities to the highway use as provided in 23 CFR Section 645.107(k).

The Local Agency shall determine reimbursement eligibility for identified relocations based on Local Agency Franchise Agreement or Ordinance. If not reimbursable, submit a written statement to UDOT that the Local Agency is "legally unable to reimburse the utilities" for relocation or protection work as part of the project. Utility relocations deemed to be reimbursable will be performed in accordance with 23 CFR Section 645, Utilities, Subpart A, and are subject to 23 CFR Section 635.410, Buy America Requirements.

In accordance with 23 CFR Section 645.209 (g), the Local Agency will provide a degree of protection to the highway that is equivalent to or more protective than Utah Administrative Rule 930-7, Utility Accommodation Rule.

XII. **Availability of Records**. For a period not less than three (3) years from the date of final voucher, the Local Agency accounting records pertaining to the federal aid project are to be kept available for inspection and audit by the state and federal government, or furnished upon request.

XIII. **Right of Way.** The Local Agency shall acquire all the required right of way for the Project in compliance with 23 CFR Section 710.309, 49 CFR Part 24 and UDOT Right of Way Operations Manual, including the procurement process for contracting with consultants. The Local Agency shall use the right of way module in ePM for acquisitions. The Local Agency shall utilize UDOT's contracting processes to hire consultants to provide Right of Way services. This requirement includes selection methods, consultants being on the approved pool, and the contracts going through UDOT Consultant Services. Noncompliance with these requirements may result in UDOT withholding federal funds. Once all the necessary right of way is acquired, the Local Agency shall obtain UDOT's certification. All the necessary right-of-way must be obtained before the project is advertised. No limitations concerning right-of- way shall be allowed. For UDOT right-of-way certifications required for advertising access the following: http://www.udot.utah.gov/main/f?p=100:pg::::1:T,V:808,34728.

For real property disposals the Local Agency shall comply with 23 CFR Sections 710.409 and 710.403. The Local Agency should have property management records, which identify inventories of real property considered excess to project needs. If a Local Agency determines that real property initially acquired as part of the project is declared excess and disposed of the Local Agency must comply with 23 CFR Sections 710.409 and 710.403. These sections require that the Federal share of net income from the sale or lease of real property

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acquired with Federal assistance be used for Title 23 eligible projects. Refer to http://www.gpoaccess.gov/cfr/retrieve.html for additional information. The Local Agency shall deposit the net proceeds from the sale or lease with UDOT to be applied towards a Title 23 eligible project as authorized by the appropriate metropolitan planning organization or the Joint Highway Committee.

XIV. **Change in Scope and Schedule.** Local Agency recognizes that if a project scope changes from the original intent of the project application, the project will need to be re-evaluated by the responsible agency that programmed the project (i.e, MPO, JHC). Such a review may result in approval of the scope change, removal from the program, or adjustment in the federal aid funds programmed for the project.

Local Agency is responsible for the schedule of the project. If the project cannot progress as programmed, the responsible programming agency may advance other projects and require the project to wait for next available funding.

Any change orders required to meet the terms and conditions of the construction contract will be initiated by UDOT. UDOT will notify the Local Agency of any such change orders and obtain the Local Agency's consent if the change order increases the cost of the project. The Local Agency shall be responsible for 100% of the costs of all change orders on the Project not reimbursed by FHWA.

XV. **UDOT Service Costs.** UDOT may provide expertise in project management, contract preparation, design plan reviews, advertising, construction materials verification/certification, technical assistance, engineering services or other services as needed. This includes costs for auditing consultant contracts that can be up to 0.5% of the contract costs. Appropriate charges for these costs will be incurred by the project and included in the overall project costs.

XVI. **Additional Contracting Party.** If the Local Agency desires to be an additional contracting party and an additional bondholder or obligee on the performance bond for Class B and C roads, a signed letter on official letterhead by the governing body of the Local Agency shall be an attachment to this Federal Aid Agreement. This provision applies only to federally funded projects and only on B and C roads.

XVII. **Termination.** This agreement may be terminated as follows:

1. By mutual agreement of the parties, in writing.
2. By either UDOT or the Local Agency for failure of the other party to fulfill their obligations as set forth in the provisions of this agreement. Thirty day written notice to terminate the Agreement will be provided to the other party describing the noncompliance of the Agreement. If the noncompliance is not remedied within the thirty day period, the Agreement shall terminate. However, if UDOT believes that the Local Agency is violating the Agreement that may result in harm to the public, inappropriate use of federal funds or if the Federal Highway Administration requests immediate termination, UDOT may terminate the Agreement without giving the thirty day notice.
3. By UDOT for the convenience of the state upon written notice to the Local Agency.
4. By UDOT, in the event that construction of the project for which this design engineering is undertaken is not started by the close of the fifth fiscal year following the fiscal year in which this agreement is executed.

In the event of termination, the Local Agency shall pay all of UDOT's costs referenced in paragraph XV regardless of whether the Project is constructed.

XVIII. **Miscellaneous.**

1. This Agreement cannot be altered or amended, except pursuant to an instrument in writing signed by each of the parties.
2. If any term or provision of this Agreement or application to any person or circumstance shall, to any extent, be invalid or unenforceable, then the remainder of this Agreement shall not be affected and each term, condition and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law, so long as removing the severed portion does not materially alter the overall intent of this Agreement.
3. The failure of a party to insist upon strict performance of any provisions of this Agreement shall not be construed as a waiver for future purposes with respect to any such provision or portion. No provision of this Agreement shall be waived unless such waiver is in writing and signed by the party alleged to have waived its rights.

NOT FOR SIGNATURES

4. Each undersigned represents and warrants that each has been duly authorized for all necessary action, as appropriate, to execute this Agreement for and on behalf of the respective parties
5. The parties shall not, by this Agreement nor by any act of either party, be deemed principal and agent, limited or general partners, joint ventures or to have any other similar relationship to each other in the conduct of their entities.

XIX. **Content Review**
Language content was reviewed and approved by the Utah AG's office on August 16, 2018.

**LOCAL AGENCY**

By _____

Date _____
Clearfield City Official

**APPROVED AS TO LEGAL FORM**

By _____
Clearfield City Attorney

Date _____

**LOCAL AGENCY - Attest**

By _____
Clearfield City Recorder

Date _____

**Utah Department of Transportation**

By _____
Region Director

Date _____

**UDOT Comptroller**

By _____
Comptroller's Office

Date _____

NOT FOR SIGNATURES

## Consultant Services
## Federal Aid Agreement Review/Approval Routing Form

**STATE OF UTAH**
**UTAH DEPARTMENT OF TRANSPORTATION**
**ENGINEERING SERVICES**

**TODAY'S DATE** 4/15/2019
**PM REQUEST DATE** 4/11/2019

**FEDERAL AID AGREEMENT NO.**

**Project No.:** F-LC11(68) **PIN No.:** 14843

**PIN Description:** 500 West; 2000 S. to D St., Extension, Clearfield **FINET Prog Code No.:** 54814

| UDOT Project Manager | UDOT Contract Administrator |
|---|---|
| Thomas H. Roylance<br>166 West Southwell Street<br>Ogden, UT 84404<br>(801)648-8966<br>troylance@utah.gov | Michael R. Butler (Acting as UDOT)<br>PO Box 148490<br>Salt Lake City Utah 84114-8490<br>(801)965-4419<br>michaelbutler@utah.gov |

| Local Government |
|---|
| Clearfield City<br>55 S STATE ST<br>Clearfield, UT 84015<br>Kamilla Schultz (801) 525-4423<br>KAMILLA.SCHULTZ@CLEARFIELDCITY.ORG |

| | |
|---|---|
| Project Value | $4,679,427 |
| Federal Match | $4,362,630 |
| Local Government Match | $316,797 |
| State Match | $0 |

NOT FOR SIGNATURES

This Federal Aid Agreement will follow the current Consultant Services electronic signature process. Please follow the email instructions for processing the Federal Aid Agreement. If legal reviews are required by your entity, the contract will still need to ultimately follow the electronic signature process.

# CLEARFIELD CITY RESOLUTION 2019R-11

A RESOLUTION APPROVING THE FEDERAL AID AGREEMENT BETWEEN THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT) AND CLEARFIELD CITY REGARDING THE EXTENSION OF 500 WEST STREET; 2000 SOUTH TO D STREET PIN 14843

WHEREAS, the Utah Department of Transportation and Clearfield City are governmental units authorized by Utah's Interlocal Cooperation Act to cooperate on a mutually advantageous basis to provide services in a manner that will accord best the needs of local communities; and

WHEREAS, Clearfield City, with the cooperation of Syracuse City, has submitted for and been awarded, by the Wasatch Front Regional Council, Surface Transportation Funding for the construction of 500 West street from approximately 2000 South to D Street; and

WHEREAS, Clearfield is the lead agency for the project; and,

WHEREAS, the project is being financed in part by federal-aid highway funds which process requires UDOT to oversee the federal aid project to ensure adequate supervision and inspection so the projects are completed in conformance with the approved plans and specification, including compliance with all federal requirements; and

WHEREAS, the agreement describes the respective roles and requirements of UDOT and Clearfield City to ensure compliance with the federal requirements for the receipt of federal funding for the project;

NOW, THEREFORE, be it resolved by the Clearfield City Council that the attached Federal Aid Agreement is approved and the Mayor is authorized to execute the agreement.

DATED this 14th day of May, 2019.

ATTEST: CLEARFIELD CITY CORPORATION

_____ _____

Nancy R. Dean, City Recorder Mark R. Shepherd, Mayor

VOTE OF THE COUNCIL

AYE:

NAY:

# Clearfield City Council Meeting

May 14, 2019





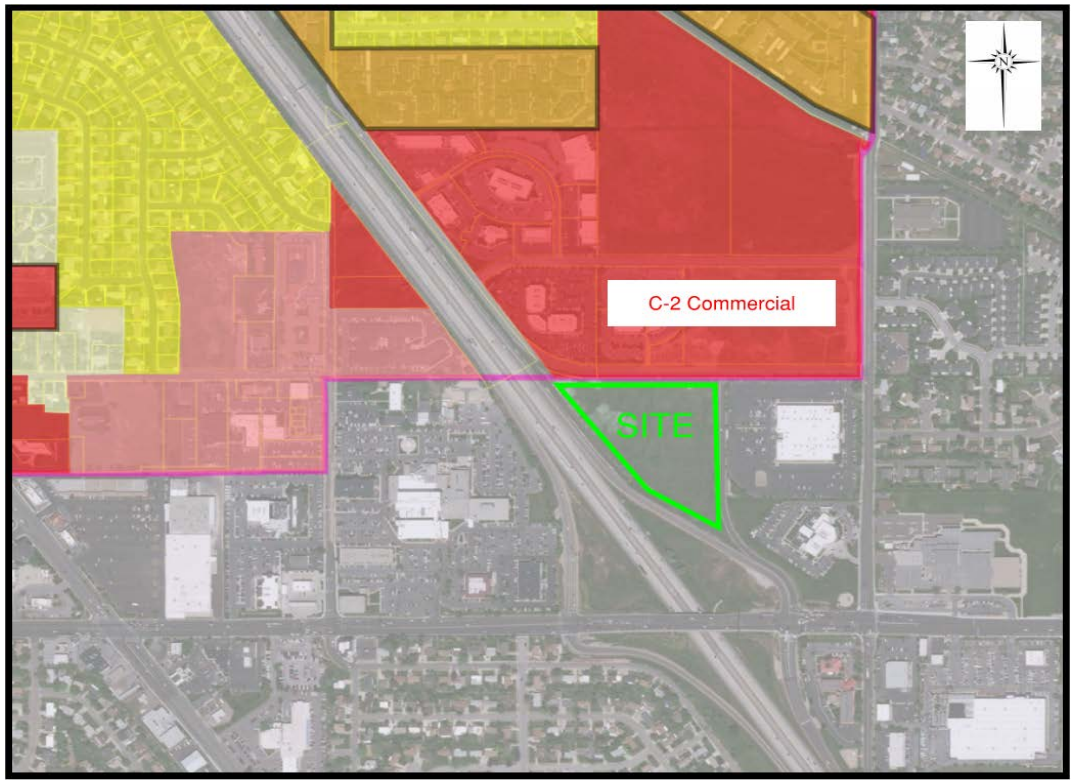
# Interlocal Agreement between Layton City and Clearfield City for RC Willey

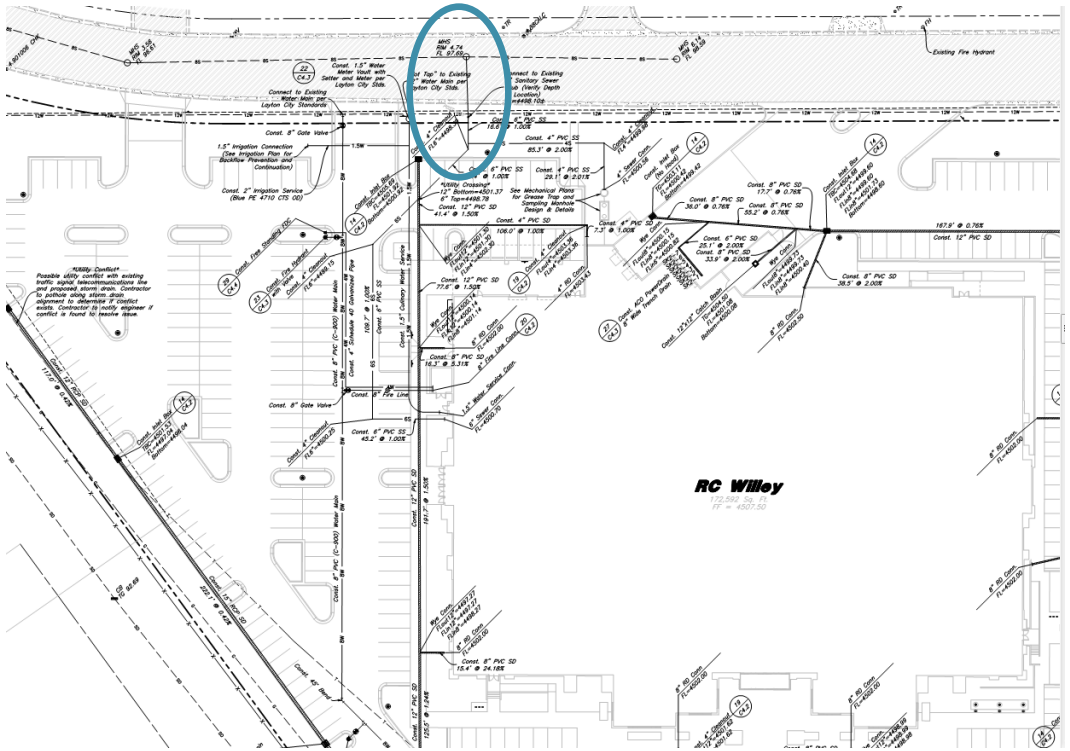


# Background Information

- Project will be developed at 1450 Legend Hills Drive on a 9.59 acre site in Layton City.
- Applicant request approval to tie into Clearfield City's Sanitary Sewer System
- Engineering and Public Works reviewed the proposal and found it compliant with Clearfield Standards
- Agreement was reviewed by appropriate staff and recommended for approval to the Council

# Site Location and Utility Map



# Agreement Details

- Clearfield will allow the property to connect to its sanitary sewer system.
- The sewer will be billed as required by Clearfield and the costs will be paid to Clearfield by the property owner.
- Before connecting the property owner shall pay Layton for the cost of the connection fees and sanitary sewer impact fees which will be turned over to Clearfield.
- The property owner will be responsible for Clearfield's monthly sanitary sewer utility fees.
- If system improvements are necessary to provide adequate sewer service, the costs of those improvements shall be at the expense of the property owner and not Layton or Clearfield.
- Clearfield will exercise its same standard of care for the maintenance of its facilities servicing this property.



# Staff Recommendation

- Recommend approval of the Interlocal Agreement between Layton City and Clearfield City for the purpose of providing sanitary sewer to the RC Willey Store located in Layton City.





# 500 West Roadway Extension
## Federal Aid Agreement with UDOT



# Background Information

- Project is phase 1 of a larger regional plan coordinated through Wasatch Front Regional Council (WFRC), Utah Department of Transportation (UDOT), Layton City, Syracuse City, and Clearfield City.  Clearfield City is the lead agency for this phase.
- The estimated cost for design and construction of the project is $4,679,427.  Federal funding through the Wasatch Front Region Surface Transportation Project (STP) program has been approved for $4,352,626 with the two cities splitting the remaining $316,071 as the matching contribution.
- The Environmental Study is complete and approved by UDOT.
- The Federal Aid agreement allows the design and construction phases of the project to begin and outlines the roles and responsibilities for UDOT and Clearfield City.

# Project Location



# Agreement Details

- Outlines roles and responsibilities of both UDOT and Clearfield City for compliance with Federal Aid process including:
  - Funding and payment terms
  - Right of way acquisition
  - Consultant contract
  - Utility coordination
  - Construction coordination
  - Records retention



# Recommendation

- Recommend approval of the Federal Aid Agreement with Clearfield City and Utah Department of Transportation (UDOT) for the purpose of outlining the respective roles and requirements of UDOT and Clearfield City for the 500 West roadway extension project.  This will help ensure compliance with Federal requirements for the receipt of federal funding.



# STAFF REPORT

**TO:** Mayor Shepherd and City Council Members

**FROM:** Nancy Dean, City Recorder

**MEETING DATE:** May 14, 2019

**SUBJECT:** North Davis Fire District Reorganization Request

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## I. RECOMMENDED ACTION

Consider approval of Resolution 2019R-12 to reorganize the North Davis Fire District from a special service district to a local district service area.

## II. DESCRIPTION / BACKGROUND

On December 20, 2018, the Administrative Control Board for the North Davis Fire District (NDFD) passed a resolution petitioning the Clearfield City Council to consider taking all the necessary measures to reorganize it from a special service district to a local district service area. The Council approved Resolution 2019R-01 on January 8, 2019, expressing its intent to reorganize the NDFD and provide notice of a public hearing. The public hearing was held on February 26, 2019 and no comments were received.

The NDFD was created by the Clearfield City Council on October 12, 2004 and at the time its boundaries encompassed Clearfield and West Point cities. Recently, Sunset City was annexed into the North Davis Fire District; consequently the NDFD will restructure its board to include representatives from all cities. The Clearfield City Council has been acting as the governing authority since its inception; however, the reorganization of the NDFD as a local district service area would remove the City Council as the governing authority.

## III. IMPACT

**a. FISCAL** – There is no imminent fiscal impact. If approved, the City Council would then use its influence on the NDFD property tax rate through its representatives on the Administrative Control Board.

**b. OPERATIONS / SERVICE DELIVERY** – There is no impact to operations or service delivery.

## IV. SCHEDULE / TIME CONSTRAINTS

- Consider reorganizing the NDFD to a local district service area on May 14, 2019.
- If approved, notice the Lieutenant Governor's regarding the reorganization.

- Record official documents with Davis County by the end of May 2019.

## V. LIST OF ATTACHMENTS

- NDFD Resolution 2018R-12 petitioning the Clearfield City Council to reorganize it as a local service district.
- Clearfield City Resolution 2019R-01 announcing the intent to reorganize the NDFD as a local district service area.
- Clearfield City Resolution 2019R-12 reorganizing the NDFD as a local district service area.

**RESOLUTION NO. 2018R-12**

**A RESOLUTION OF THE ADMINISTRATIVE CONTROL BOARD OF THE NORTH DAVIS FIRE DISTRICT ("DISTRICT"), PETITIONING CLEARFIELD CITY, ACTING AS THE GOVERNING AUTHORITY OF THE DISTRICT TO TAKE ALL NECESSARY AND APPROPRIATE ACTIONS REQUIRED BY LAW TO REORGANIZE THE DISTRICT AS A SERVICE AREA AS DEFINED IN AND SUBJECT TO THE PROVISIONS OF TITLE 17B, CHAPTER 2A, PART 9 OF THE UTAH CODE ENTITLED "SERVICE AREA ACT" AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, on or about October 12, 2004 the Clearfield City Council, acting as the governing authority pursuant to and in accordance with the provisions of the "Special Service District Act" adopted Resolution No. 2004R-25 creating the North Davis Fire District; and

WHEREAS, the North Davis Fire District has since its creation been managed and controlled by an Administrative Control Board, subject to certain limitations requiring approval by the Clearfield City Council acting as the governing authority; and

WHEREAS, subsequent to the creation of the North Davis Fire District the Utah State Legislature amended Title 17D, Chapter 1, Part 6 of the Utah Code authorizing the legislative body acting as the governing authority that created a special service district to adopt a resolution to reorganize the special service district as a local district; and

WHEREAS, the Administrative Control Board now desires to petition the Clearfield City Council acting as the legislative body which created the North Davis Fire District to reorganize the North Davis Fire District, a special service district, to become a local district.

NOW, THEREFORE, BE IT RESOLVED BY THE ADMINISTRATIVE CONTROL BOARD OF THE NORTH DAVIS FIRE DISTRICT, DAVIS COUNTY, STATE OF UTAH, as follows:

**Section One:** **PETITION FOR REORGANIZATION OF NORTH DAVIS FIRE DISTRICT AS A LOCAL DISTRICT**

The Administrative Control Board of the North Davis Fire District hereby petitions the Clearfield City Council to take all necessary measures in accordance with the authority granted under Title 17D, Chapter 1, Part 6 of the Utah Code to reorganize said District as a local district and to be designated as a "Service Area" in accordance with the "Service Area Act."

**Section Two:** **EFFECTIVE DATE**

This Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED this 20th day of December, 2018

NORTH DAVIS FIRE DISTRICT

BY: _____
GARY PETERSEN, Chairman
Administrative Control Board

ATTEST:

_____
MISTY ROGERS, Clerk

# CLEARFIELD CITY RESOLUTION 2019R-01

**A RESOLUTION ADOPTED BY CLEARFIELD CITY ACTING AS THE GOVERNING AUTHORITY OF THE NORTH DAVIS FIRE DISTRICT, A SPECIAL SERVICE DISTRICT, EXPRESSING AN INTENT TO REORGANIZE THE NORTH DAVIS FIRE DISTRICT AS A LOCAL DISTRICT SERVICE AREA AS DEFINED IN AND SUBJECT TO THE PROVISIONS OF TITLE 17B, CHAPTER 2a, PART 9 OF THE UTAH CODE ENTITLED "SERVICE AREA ACT" AND PROVIDING NOTICE OF A PUBLIC HEARING TO RECEIVE PUBLIC INPUT AND OTHER SUCH MATTERS.**

WHEREAS, on or about October 12, 2004 the Clearfield City Council, acting as the governing authority pursuant to and in accordance with the provisions of the "Special Service District Act" adopted Resolution No. 2004R-25 creating the North Davis Fire District; and

WHEREAS, the North Davis Fire District has since its creation been managed and controlled by an Administrative Control Board, subject to certain limitations requiring approval by the Clearfield City Council acting as the governing authority; and

WHEREAS, subsequent to the creation of the North Davis Fire District the Utah State Legislature amended Title 17D, Chapter 1, Part 6 of the Utah Code authorizing the legislative body acting as the governing authority that created a special service district to reorganize the special service district as a local district; and

WHEREAS, the Administrative Control Board of the North Davis Fire District has adopted its Resolution No. 2017R-19 petitioning the Clearfield City Council to reorganize the District as a local district service area; and

WHEREAS, the Clearfield City Council acting as the legislative body which created the North Davis Fire District and which has been acting as the governing authority of the North Davis Fire District finds that it is now appropriate and desirable to adopt a resolution expressing the intent to reorganize the North Davis Fire District, a special service district, to become a local district.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CLEARFIELD CITY, DAVIS COUNTY, STATE OF UTAH, as follows:

**Section One:** **INTENT TO REORGANIZE NORTH DAVIS FIRE DISTRICT AS A LOCAL DISTRICT**

Pursuant to and in accordance with the authority granted to it in Title 17D, Chapter 1, Part 6 of the Utah Code, the Clearfield City Council hereby expresses its intent to reorganize the North Davis Fire District as a local district service area.

**Section Two:** **INFORMATION REGARDING REORGANIZATION**

In accordance with Section 17D-1-604(3) of the Utah Code information regarding the proposed reorganization is adopted and disclosed as follows:

(a) It is the intention of the Clearfield City Council acting as the governing authority of the North Davis Fire District, a special service district, to reorganize the said District as a local district with a designation as a Service Area.

(b) The boundaries of the North Davis Fire District currently include all of the area within the corporate boundaries of Clearfield City and West Point City. The District is in the process of annexing into the District all of the area within the corporate boundaries of Sunset City and if the annexation is completed the boundaries of the District will include the corporate boundaries of all three cities.

(c) The North Davis Fire District is currently providing fire protection, emergency medical services and ambulance services and will continue to provide the same services after reorganization to become a local district service area.

**Section Three:** **NOTICE AND PUBLIC HEARING**

Prior to taking any action with respect to the reorganization, the Clearfield City Council shall cause to be given a notice of intent and public hearing in substantially the following form:

"NOTICE OF PUBLIC HEARING

1. The Administrative Control Board of the North Davis Fire District has petitioned the Clearfield City Council to reorganize the said District as a local district service area.

2. The Clearfield City Council, acting as the governing authority of the North Davis Fire District, has adopted a resolution of intent to reorganize the North Davis Fire District, which is currently a special service district, to be reorganized as a local district service area.

3. The boundaries of the North Davis Fire District currently include all of the area within the corporate limits of Clearfield City and West Point City. The North Davis Fire District is now in the process of annexing all of the area within the corporate limits of Sunset City. If the District is reorganized as a local district the boundaries of the District will include Clearfield City, West Point City, and, if the annexation is completed, Sunset City.

4. The services currently provided by the North Davis Fire District are fire protection, emergency medical services and ambulance services. The services if reorganized shall be the same.

5. Taxes are currently being levied annually by the District and taxes may be levied annually upon all taxable property within the District if reorganized.

6. Fees or charges are currently imposed by the District to pay for some or all of the services that the District provides and may continue to be imposed if the District is reorganized.

7. A public hearing shall be held in connection with the proposed reorganization of the North Davis Fire District on Tuesday, February 26, 2019 at 7:00 p.m. at in the City Council Chambers at Clearfield City Hall, 55 State Street, Clearfield, Utah 84015.

At or following the public hearing the Clearfield City Council shall adopt a resolution approving the reorganization of the North Davis Fire District as a Local District Service Area or abandon the reorganization.

DATED this 8th day of January, 2019.

CLEARFIELD CITY

/s/Nancy R. Dean, City Recorder

Published once a week for four consecutive weeks in the Standard-Examiner and not fewer than (5) days and no more than (20) days before the date of the public hearing and on a public legal notice website for 35 days before the date of the public hearing."

**Section Four:** **EFFECTIVE DATE**

This Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED this 8th day of January, 2019.

CLEARFIELD CITY CORPORATION

Clearfield City Corporation OFFICIAL SEAL

Mark R. Shepherd, Mayor

Attest:

Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE: Councilmembers Bush, Peterson, Roper, Thompson

NAY: None

ABSENT: Councilmember Phipps

## CERTIFICATION

STATE OF UTAH )
: ss.
COUNTY OF DAVIS )

I hereby certify that I am the City Recorder of Clearfield City, Davis County, State of Utah; that the above and foregoing Resolution No. 2019R-01, is a full and true and correct copy of the Resolution duly and regularly adopted by the vote of a majority or more of the members of the Clearfield City Council of said Clearfield City at a meeting of the City Council duly and regularly called, noticed and held at the City Offices at Clearfield, Utah, at which meeting a quorum was present and acting, and I was present and acted as City Recorder. That there are no provisions in the law applicable to or conflicting with said Resolution, and that the said Resolution has not been modified or revoked and still remains in full force and effect.

**IN WITNESS WHEREOF,** I have hereto set my hand and seal as City Recorder of said City this 8th day of January, 2019.

Clearfield City Corporation OFFICIAL SEAL

CLEARFIELD CITY

Nancy R. Dean, City Recorder

Subscribed and sworn to before me this 8th day of January, 2019.

NOTARY PUBLIC

(SEAL)

NOTARY PUBLIC
WENDY PAGE
Commission #695062
My Commission Expires
May 16, 2021
STATE OF UTAH

# CLEARFIELD CITY RESOLUTION 2019R-12

**A RESOLUTION REORGANIZING THE NORTH DAVIS FIRE DISTRICT AS A LOCAL DISTRICT SERVICE AREA AS DEFINED IN AND SUBJECT TO THE PROVISIONS OF TITLE 17B, CHAPTER 2a, PART 9 OF THE UTAH CODE ENTITLED "SERVICE AREA ACT" AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, on or about October 12, 2004 the Clearfield City Council, acting as the governing authority pursuant to and in accordance with the provisions of the "Special Service District Act" adopted Resolution No. 2004R-25 creating the North Davis Fire District; and

WHEREAS, the North Davis Fire District has since its creation been managed and controlled by an Administrative Control Board, subject to certain limitations requiring approval by the Clearfield City Council acting as the governing authority; and

WHEREAS, subsequent to the creation of the North Davis Fire District the Utah State Legislature amended Title 17D, Chapter 1, Part 6 of the Utah Code authorizing the legislative body acting as the governing authority that created a special service district to reorganize the special service district as a local district; and

WHEREAS, the Administrative Control Board of the North Davis Fire District has adopted its Resolution No. 2017R-19 petitioning the Clearfield City Council to reorganize the District as a local district service area; and

WHEREAS, the Clearfield City Council acting as the legislative body which created the North Davis Fire District and which has been acting as the governing authority of the North Davis Fire District adopted Clearfield City Resolution 2019R-01 expressing its intent to reorganize the North Davis Fire District as a local district service area; and

WHEREAS, said Resolution 2019R-01 provided for such notice of intent and holding a public hearing; and

WHEREAS, such notice was given as required by law and a public hearing held in connection therewith; and

WHEREAS, no objections have been received in the manner required by law; and

WHEREAS, subsequent to the adoption of Clearfield City Resolution 2019R-01 all of the area within the corporate limits of Sunset City, Utah, have been annexed into and are now a part of the North Davis Fire District,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CLEARFIELD CITY, DAVIS COUNTY, STATE OF UTAH, as follows:

**SECTION ONE: REORGANIZATION OF NORTH DAVIS FIRE DISTRICT AS A LOCAL DISTRICT**

Pursuant to and in accordance with the authority granted to it in Title 17D, Chapter 1, Part 6 of the Utah Code, the Clearfield City Council hereby reorganizes the North Davis Fire District as a local district with a designation as a service area.

**SECTION TWO: INFORMATION REGARDING REORGANIZATION**

In accordance with Section 17D-1-604(3) of the Utah Code information regarding the reorganization is disclosed as follows:

(a) The name of the special service district that is being reorganized as a local district is "North Davis Fire District."

(b) The boundaries of the North Davis Fire District include all of the area within the corporate boundaries of Clearfield City, West Point City and Sunset City.

(c) The North Davis Fire District has been providing fire protection, emergency medical services and ambulance services and will continue to provide the same services after reorganization to become a local district service area.

(d) The North Davis Fire District shall be a local district organized, operated and controlled by the provisions of the "Service Area Act," Sections 17B-2a-901, et. seq. of the Utah Code.

**SECTION THREE: BOARD OF TRUSTEES**

The Board of Trustees of the North Davis Fire District shall be governed by an appointed Board of Trustees in accordance with the provisions of Title 17B, Chapter 1, Part 3 of the Utah Code. The initial Board of Trustees shall consist of the current members of the Administrative Control Board and the two members appointed by Sunset City shall be full members of the Board of Trustees. The said new Board of Trustees shall be constituted according to law by action of the said new Board of Trustees.

**SECTION FOUR: CERTIFICATION BY LIEUTENANT GOVERNOR**

The City Recorder is hereby authorized and directed to provide all necessary information to the Lieutenant Governor to receive a Certificate of Incorporation from the Lieutenant Governor stating that the North Davis Fire District is a local district service area and is a body corporate and politic with perpetual succession under the Service Area Act and is authorized to continue providing fire protection, emergency medical services and ambulance services within its service area.

**SECTION FIVE: EFFECTIVE DATE**

This Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED this 14th day of May, 2019.

CLEARFIELD CITY CORPORATION

_____
Mark Shepherd, Mayor

Attest:

_____
Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

## CERTIFICATION

STATE OF UTAH )
: ss.
COUNTY OF DAVIS )

I hereby certify that I am the City Recorder of Clearfield City, Davis County, State of Utah; that the above and foregoing Resolution 2019R-12 is a full and true and correct copy of the Resolution duly and regularly adopted by the vote of a majority or more of the members of the Clearfield City Council of said Clearfield City at a meeting of the City Council duly and regularly called, noticed and held at the City Offices at Clearfield, Utah, at which meeting a quorum was present and acting, and I was present and acted as City Recorder. That there are no provisions in the law applicable to or conflicting with said Resolution, and that the said Resolution has not been modified or revoked and still remains in full force and effect.

**IN WITNESS WHEREOF,** I have hereto set my hand and seal as City Recorder of said City this 14th day of May, 2019.

CLEARFIELD CITY CORPORATION

_____
Nancy R. Dean
City Recorder

Subscribed and sworn to before me this ____ day of _____, 2019.

_____
NOTARY PUBLIC

(SEAL)

# STAFF REPORT

**TO:** Mayor Shepherd and City Council Members

**FROM:** Scott Hodge, Public Works Director

**MEETING DATE:** May 14, 2019

**SUBJECT:** 2019 Roadway Surface Treatment Project Bid Award

---

## RECOMMENDED ACTION

Award the bid for the 2019 Roadway Surface Treatment Project to Morgan Industries for the amount of $698,961.50. Approve funding for the bid amount of $698,961.50 with contingency and engineering costs of $74,038.50 for a total project cost of $773,000; and authorize the Mayor's signature to any necessary documents.

## DESCRIPTION / BACKGROUND

The City received two bids for the Roadway Surface Treatment project. The project consists of crack sealing; applying a type II slurry seal to various streets throughout the City (approximately 331,500 square yards); and applying type I slurry seal to the City Office Building drives and parking lots and the parking lot at Fisher Park, and restriping said streets and parking lots. Advanced Pavement was the apparent low bidder with a bid of $615,289.00 and Morgan Industries submitted a bid for $698,961.50. However, the bid document contained a provision that the general contractor perform 51% of the work described in the document. Advanced Pavement's bid indicated that they intended to sub-contract 69% of the work. This provision exists to ensure that the company bidding to do the work will have an interest in the project and not just function as a project manager. After a brief conversation with the City's attorney, it was determined that Advanced Pavement's bid did not comply with all of the bidding provisions; thus, the bid should be awarded to Morgan Industries.

## CORRESPONDING POLICY PRIORITY (IES)

Providing Quality Municipal Services

Maintaining the roadways in this way provides a service to the citizens and extends the life of the roadway and provides a cost savings long term when compared to the price of replacing and rebuilding the roadways.

**FISCAL IMPACT**

Budget:

FY19 - Street account 454410 STRMAINT $414,000

FY20 – Street account 454410 STRMAINT $400,000

**ALTERNATIVES**

- Re-advertise and accept new bids with a modified scope of work and altered provisions in the bid document. This option would likely cause us to get less value from the project as the timeline we had hoped for in the crack sealing would probably not be met. This would cause the crack sealing to be less effective as the cracks are wider in the cooler weather. The original purpose of proceeding with this process in the way we did was, in part, to ensure that this time table could be met. There is also the possibility that re-starting the bidding process would increase the prices of the bids as the construction season has begun and contractors are filling their schedules.

- Award contract to Advanced Pavement. This would be a cost saving of $83,000, but could open the city to liability if the process is challenged because Advanced Pavement did not meet the provisions set in the bid document. A challenge would likely slow the project and cause us to not meet the desired time table for the surface treatments

- Award the contract to Morgan Industries. The cost is $83,000 higher than Advanced Pavement, but they meet the provisions of the bid document and the time table could still be met.

**SCHEDULE / TIME CONSTRAINTS**

Surface treatment will begin with crack sealing in the late spring and continue with slurry seal being applied into early autumn.

**LIST OF ATTACHMENTS**

- Bid Results and Bid Tabulations
- Engineers Letter of Recommendation
- Project scope of work

BID RESULTS

# 2019 Roadway Maintenance Project

OWNER: CLEARFIELD CITY
ENGINEER: CEC, CIVIL ENGINEERING CONSULTANTS, PLLC.

BID DATE: 30th April 2019
TIME: 2:30 PM

BID LOCATION: Clearfield City Offices
55 South State Street; 3rd Floor
Clearfield, Utah 84015

| BIDDERS NAME | ADDENDUM | BID BOND | BID AMOUNT |
|---|---|---|---|
| Advanced Pavement, LLC | n/a | 5% | $615,289.00** |
| Morgan Pavement Maintenance | n/a | 5% | $698,961.50 |

** Advanced Pavement, LLC's bid is considered **non-responsive** since they are not performing a minimum of 51% of the work per the Contract Documents *Section 00810 Modification to the General Conditions, page 7 Section H Contractor/Subcontracting.* The documents show that the subcontractor "Asphalt Preservation" is performing 69% of the work.

**BID PROPOSAL TABULATION**

**PROJECT NAME: 2019 ROADWAY MAINTENANCE PROJECT**

**BID DATE: 30th APRIL 2019**
**OWNER: CLEARFIELD CITY**
**PUBLIC WORKS DIRECTOR: SCOTT HODGE**

| Bid Item | Description | Quantity | Unit | Advanced Pavement, LLC P.O. Box 12847 Ogden, UT 84412 | | Morgan Pavement Maintenance 625 South Main Clearfield, UT 84015 | |
|---|---|---|---|---|---|---|---|
| | | | | Unit Price | Total Amount | Unit Price | Total Amount |
| 1. | Mobilization, SWPPP & traffic control. | 1 | ls. | $16,750.00 | $16,750.00 | $12,000.00 | $12,000.00 |
| 2. | Crack seal roadways. | | | | | | |
| | Sheet 3 streets (approx. 2,800 sy): | 1 | ls. | $640.00 | $640.00 | $1,680.00 | $1,680.00 |
| | Sheet 4 streets (approx. 88,400 sy): | 1 | ls. | $25,200.00 | $25,200.00 | $53,040.00 | $53,040.00 |
| | Sheet 5 streets (approx. 98,500 sy): | 1 | ls. | $31,500.00 | $31,500.00 | $59,100.00 | $59,100.00 |
| | Sheet 6 streets (approx. 29,100 sy): | 1 | ls. | $11,100.00 | $11,100.00 | $17,460.00 | $17,460.00 |
| | Sheet 7 streets (approx. 4,200 sy): | 1 | ls. | $1,020.00 | $1,020.00 | $2,520.00 | $2,520.00 |
| | Sheet 8 streets (approx. 7,200 sy): | 1 | ls. | $6,000.00 | $6,000.00 | $4,320.00 | $4,320.00 |
| | Sheet 9 streets (approx. 6,900 sy): | 1 | ls. | $4,450.00 | $4,450.00 | $4,140.00 | $4,140.00 |
| | Sheet 10 streets (approx. 17,100 sy): | 1 | ls. | $10,850.00 | $10,850.00 | $10,260.00 | $10,260.00 |
| | Sheet 11 streets (approx. 8,800 sy): | 1 | ls. | $3,150.00 | $3,150.00 | $5,280.00 | $5,280.00 |
| | Sheet 12 streets (approx. 11,200 sy): | 1 | ls. | $1,899.00 | $1,899.00 | $6,720.00 | $6,720.00 |
| | Sheet 13 streets (approx. 21,100 sy): | 1 | ls. | $7,975.00 | $7,975.00 | $12,660.00 | $12,660.00 |
| | Sheet 14 streets (approx. 5,800 sy): | 1 | ls. | $1,520.00 | $1,520.00 | $3,480.00 | $3,480.00 |
| | Sheet 15 streets (approx. 17,600 sy): | 1 | ls. | $6,820.00 | $6,820.00 | $10,560.00 | $10,560.00 |

| Bid Item | Description | Quantity | Unit | Advanced Pavement, LLC P.O. Box 12847 Ogden, UT 84412 | | Morgan Pavement Maintenance 625 South Main Clearfield, UT 84015 | |
|---|---|---|---|---|---|---|---|
| | | | | Unit Price | Total Amount | Unit Price | Total Amount |
| | | | | | | | |
| | Sheet 16 streets (approx. 12,800 sy): | 1 | ls. | $2,460.00 | $2,460.00 | $7,680.00 | $7,680.00 |
| | | | | | | | |
| 3. | Crack seal parking lots. | | | | | | |
| | Sheet 17 parking lots (approx. 9,500 sy): | 1 | ls. | $6,680.00 | $6,680.00 | $3,895.00 | $3,895.00 |
| | | | | | | | |
| | Sheet 18 parking lots (approx. 8,100 sy): | 1 | ls. | $5,040.00 | $5,040.00 | $3,321.00 | $3,321.00 |
| | | | | | | | |
| 4. | Furnish and install SS Type II slurry seal. (approximately 331,500 square yards). | 1 | ls. | $412,445.00 | $412,445.00 | $419,347.50 | $419,347.50 |
| | | | | | | | |
| 5. | Furnish and install SS Type I slurry seal in parking lots (approximately 17,600 square yards). | 1 | ls | $24,750.00 | $24,750.00 | $26,048.00 | $26,048.00 |
| | | | | | | | |
| 6. | Install roadway striping and roadway messages on streets. | | | | | | |
| | Sheet 4 street striping: | 1 | ls. | $9,210.00 | $9,210.00 | $9,630.00 | $9,630.00 |
| | | | | | | | |
| | Sheet 5 street striping: | 1 | ls. | $1,100.00 | $1,100.00 | $1,150.00 | $1,150.00 |
| | | | | | | | |
| | Sheet 6 street striping: | 1 | ls. | $550.00 | $550.00 | $575.00 | $575.00 |
| | | | | | | | |
| | Sheet 7 street striping: | 1 | ls. | $550.00 | $550.00 | $575.00 | $575.00 |
| | | | | | | | |
| | Sheet 11 street striping: | 1 | ls. | $1,100.00 | $1,100.00 | $1,150.00 | $1,150.00 |
| | | | | | | | |
| | Sheet 12 street striping: | 1 | ls. | $5,590.00 | $5,590.00 | $5,850.00 | $5,850.00 |
| | | | | | | | |
| | Sheet 13 street striping: | 1 | ls. | $9,100.00 | $9,100.00 | $9,520.00 | $9,520.00 |
| | | | | | | | |
| 7. | Install roadway striping and roadway messages in Parking Lots. | | | | | | |
| | Sheet 17 parking lot striping: | 1 | ls. | $990.00 | $990.00 | $1,000.00 | $1,000.00 |
| | | | | | | | |
| | Sheet 18 parking lot striping: | 1 | ls. | $850.00 | $850.00 | $1,500.00 | $1,500.00 |
| | | | | | | | |
| 8. | Asphalt and roadbase patching. | 100 | sy. | $60.00 | $6,000.00 | $45.00 | $4,500.00 |

| Bid Item | Description | Quantity | Unit | Advanced Pavement, LLC P.O. Box 12847 Ogden, UT 84412 | | Morgan Pavement Maintenance 625 South Main Clearfield, UT 84015 | |
|---|---|---|---|---|---|---|---|
| | | | | Unit Price | Total Amount | Unit Price | Total Amount |
| | **TOTAL BID:** | | | | **$615,289.00** * | | **$698,961.50** |
| | Surety Company | | | Fidelity and Deposit Company of Maryland | | The Guarantee Company of North America, USA | |
| | City, State | | | Schaumburg, IL | | Southfield, Michigan | |
| | Bid Security - Bid Bond Amount | | | 5% | | 5% | |
| | Contractor's License Number | | | 9737054-5501 | | 9798330-5501 | |

* Advanced Pavement, LLC's bid is considered **non-responsive** since they are not performing a minimum of 51% of the work per the Contract Documents Section 00810 Modification to the General Conditions, page 7 Section H Contractor/Subcontracting. The documents show that the subcontractor "Asphalt Preservation" is performing 69% of the work.

CIVIL ENGINEERING CONSULTANTS, PLLC.

5141 South 1500 West
Riverdale City, Utah 84405
801-866-0550

30th April 2019

Clearfield City
55 South State Street
Clearfield, Utah 84015

Attn: Mayor Mark Shepherd and City Council
Proj: **2019 Roadway Maintenance Project**
Subj: Bid Results, Bid Proposal Tabulation & Recommendation

Dear Mark Shepherd and Council Members,

The "Bid Opening" for the above referenced project was conducted this afternoon. The lowest responsible bidder is Morgan Pavement Maintenance of Clearfield, Utah.

Enclosed are the "Bid Results" and "Bid Proposal Tabulation". Morgan Pavement Maintenance's bid was reviewed and found to meet the bidding conditions required in the Contract Documents.

Though Advanced Pavement, LLC's bid was lower, they did not meet the requirements for the General Contractor to perform a minimum of 51% of the required work as stated in the Contract Documents *Section 00810 Modification to the General Conditions, page 7 Section H Contractor/Subcontracting.*

Since Morgan Pavement Maintenance's bid is the next lowest responsible bidder for the advertised project, and their bid meets the conditions of the Contract Documents, I herewith recommend award of the above referenced project in the amount of $698,961.50 to Morgan Pavement Maintenance.

Should you have any questions or desire additional information concerning the contractor or his bid, please feel free to contact our office at your earliest convenience.

Sincerely,
**CEC, Civil Engineering Consultants, PLLC.**

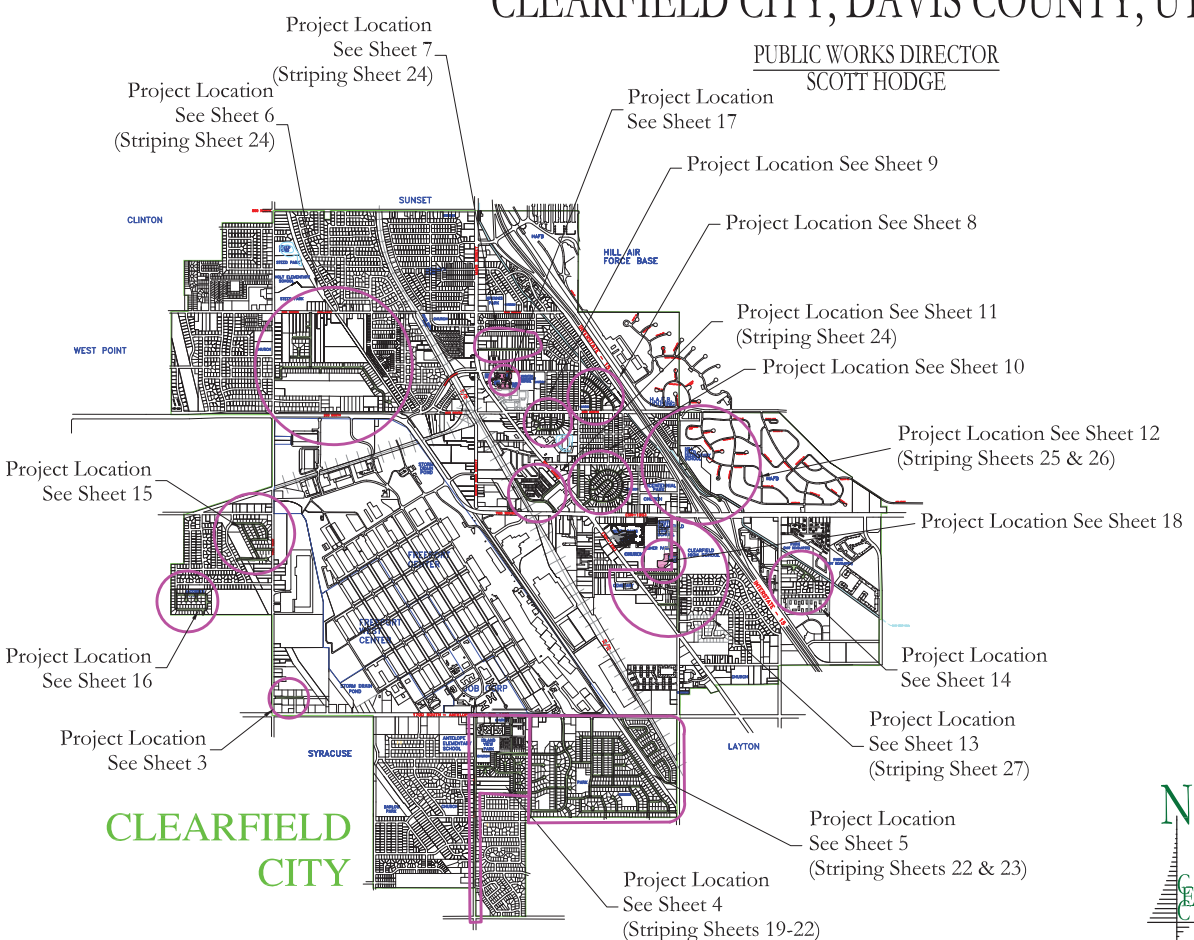
R. Todd Freeman

R. Todd Freeman, S.E. P.E.
*City Engineer*

cc: Scott Hodge – Clearfield City Public Works Director
Mark Baird – Clearfield City Deputy Public Works Director

# 2019 ROADWAY MAINTENANCE PROJECT
## CLEARFIELD CITY, DAVIS COUNTY, UTAH

PUBLIC WORKS DIRECTOR
SCOTT HODGE




NOT TO SCALE

| SHEET INDEX | |
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| 2 OF 29 | NOTES |
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| 26 OF 29 | STREET 72 STRIPING |
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| 28 OF 29 | PARKING LOTS 89-94 STRIPING |
| 29 OF 29 | PARKING LOT 95 STRIPING |

LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 87-341144-2202
R. TODD FREEMAN
STATE OF UTAH


CIVIL ENGINEERING CONSULTANTS, PLLC.
5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550


| NO. | DATE | BY | REVISIONS |
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DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH
TITLE: COVER

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 cover.dwg
SHEET: 1 of 29

## EROSION CONTROL NOTES

1. During construction, the contractor shall be responsible for preventing and controlling soil erosion due to wind and water runoff. The contractor shall be sole responsible for constructing and maintaining the erosion control facilities. All surrounding streets shall be kept clean of debris from traffic from the project site.

2. The contractor shall comply with the requirements of the "best management practices" for storm water protection. This requirement may include protecting all inlet boxes, catch basins, drainage ditches, etc. during construction. The contractor shall protect all surrounding properties and streets from site runoff as required. Approved storm water protection methods and drainage provisions must be used to protect adjoining properties during construction.

3. The contractor shall use vehicle tracking control best management practices at all locations where vehicles will enter or exit the site. Control facilities must be maintained while construction work is in progress, adjusted when necessary, and removed from the site when the project is completed.

4. The contractor shall install storm water inlet protection devices immediately upon all individual storm water inlets becoming functional.

5. All wash water from construction vehicles (concrete trucks, vehicle cleaning, etc.) shall be disposed in a manner that prevents contact with natural storm water discharges from the site.

6. All construction materials spilled, dropped, washed or tracked from vehicles onto City roadways or into storm drainage facilities must be removed immediately.

7. No rubbish, trash, garbage or other such materials shall be discharged into drainage ditches or storm water runoff channels.

8. The contractor shall adhere to all conditions of the "Utah State Storm Water Pollution and Prevention Plan" adopted for this project. The contractor shall be responsible for adjusting the erosion control measures (silt fences, straw bales, etc.) due to grade changes or other unforeseen conditions during development of the project.

## GENERAL CONSTRUCTION NOTES

1. The utilities shown on the drawings are for informational purposes only. The contractor shall locate all underground utilities, contact blue stakes and other applicable utilities prior to laying pipe within 200 feet of said utilities which may be exposed, damaged or crossed as shown on the drawings or as "blue staked". The contractor shall coordinate with the utility company to move the utility if necessary. The contractor shall not modify grade of project lines in order to go over and around existing utilities. The contractor shall pothole for the location of utilities prior to excavation.

2. The contractor shall review and verify all dimensions shown on the drawings. The contractor must bring to the attention of the Engineer any errors, discrepancy or conflicts found on any drawings of items that are located on the site.

3. The contractor shall be responsible to provide appropriate signing and barricading. All flagging, signage and barricades and all traffic control required shall be in compliance with the current "manual on uniform traffic control devices".

4. All public and private roadways must be cleaned daily, or as often as required, of all loose dirt, mud, gravel and all debris as a result of the construction work. This requirement shall apply continuously throughout the duration of the project and shall not be limited to normal construction working hours.

5. All dust on project site shall be controlled by sweeping and watering the construction area.

6. The contractor shall be completely responsible for the job site conditions during the course of construction, including safety of all persons and adjoining property. This requirement shall apply continuously throughout the duration of the project and not be limited to normal construction working hours.

7. Verify depth and location of all existing utilities prior to constructing any new utility lines. Notify project engineer of any discrepancies or conflicts prior to any connections being made.

8. The contractor shall be responsible for meeting all of the requirements established for safe trenching. (See OSHA and UOSHA requirements, latest editions).

9. Specific information provided in the contract documents shall supersede items covered in these drawings.

10. The contractor shall contact and coordinate all utility connections with the utility owner.

11. All construction to comply with specifications contained and with Clearfield City standards and specifications.



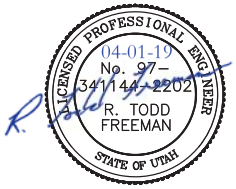

## CAUTION NOTICE TO CONTRACTOR

The contractor is herewith instructed that the location and/or elevation of existing utilities as shown on these plans are based on records of the various utility companies and, where possible, measurements taken in the field. The information shown is not to be relied on as being exact or complete. The contractor is required to call the appropriate utility company at least 48 hours before any excavation to request exact field location of utilities. Is the sole responsibility of the contractor to relocate all existing utilities which conflict with the proposed improvements shown on the drawings.

The contractor shall assume sole and complete responsibility for job site conditions during the course of construction of this project, including safety of all persons and property. This requirement shall apply continuously and not be limited to the normal working hours; and the contractor shall defend, indemnify, and hold the owner and the engineer harmless from any and all liability, real or alleged, in connection with the performance of work on this project, excepting for liability arising from sole negligence of the owner or the engineer.

## ABBREVIATIONS USED IN DRAWINGS

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| adj | adjust | elec | electrical | hyd | hydrant | pl | property line | sw | storm water |
| arv | air release valve | eg | existing grade/ground | in | inch | pp | power pole | swmh | storm water manhole |
| bw | back of walk | elev | elevation | inv | invert | pr | proposed | tc | top of concrete |
| bvce | beginning vertical curve elev. | eoc | edge of concrete | irr | irrigation | prc | point of reverse curve | tbc | top back of curb |
| bvcs | beginning vertical curve station | ep | edge of pavement | ld | land drain | prv | pressure reducing valve | tele | telephone |
| bw | both ways | evce | end vertical curve elev. | lf | linear foot | pt | point of tangency | toa | top of asphalt |
| cb | catch basin | evcs | end vertical curve station | lip | lip of curb | pue | public utility easement | toe | toe of slope |
| chord | chord bearing | ew | each way | lp | low point | pvc | polyvinyl chloride pipe | top | top of slope |
| cl | centerline | exist | existing | lt | left | r | radius | tow | top of wall |
| cmp | corrugated metal pipe | ff | finished floor elevation | max | maximum | rc | rebar & cap | tow | top of walk |
| co | clean out | fg | finished grade | mh | manhole | row | right of way | typ | typical |
| conc | concrete | fh | fire hydrant | min | minimum | rt | right | w | water |
| cw | culinary water | fl | flow line | mon | monument | sec cor | section corner | wm | water meter |
| da | delta angle | fo | fiber optic | nts | not to scale | ser | south end radius | wmh | water manhole |
| det | detail | ft | foot | oc | on center | ss | sanitary sewer | wv | water valve |
| dia | diameter | gb | grade break | ohp | over head power | smh | sanitary sewer manhole | | |
| dip | ductile iron pipe | hdpe | high density poly ethylene | pc | point of curvature | sta | station | | |
| dwg | drawing | hp | high point | pi | point of intersection | std | standard | | |




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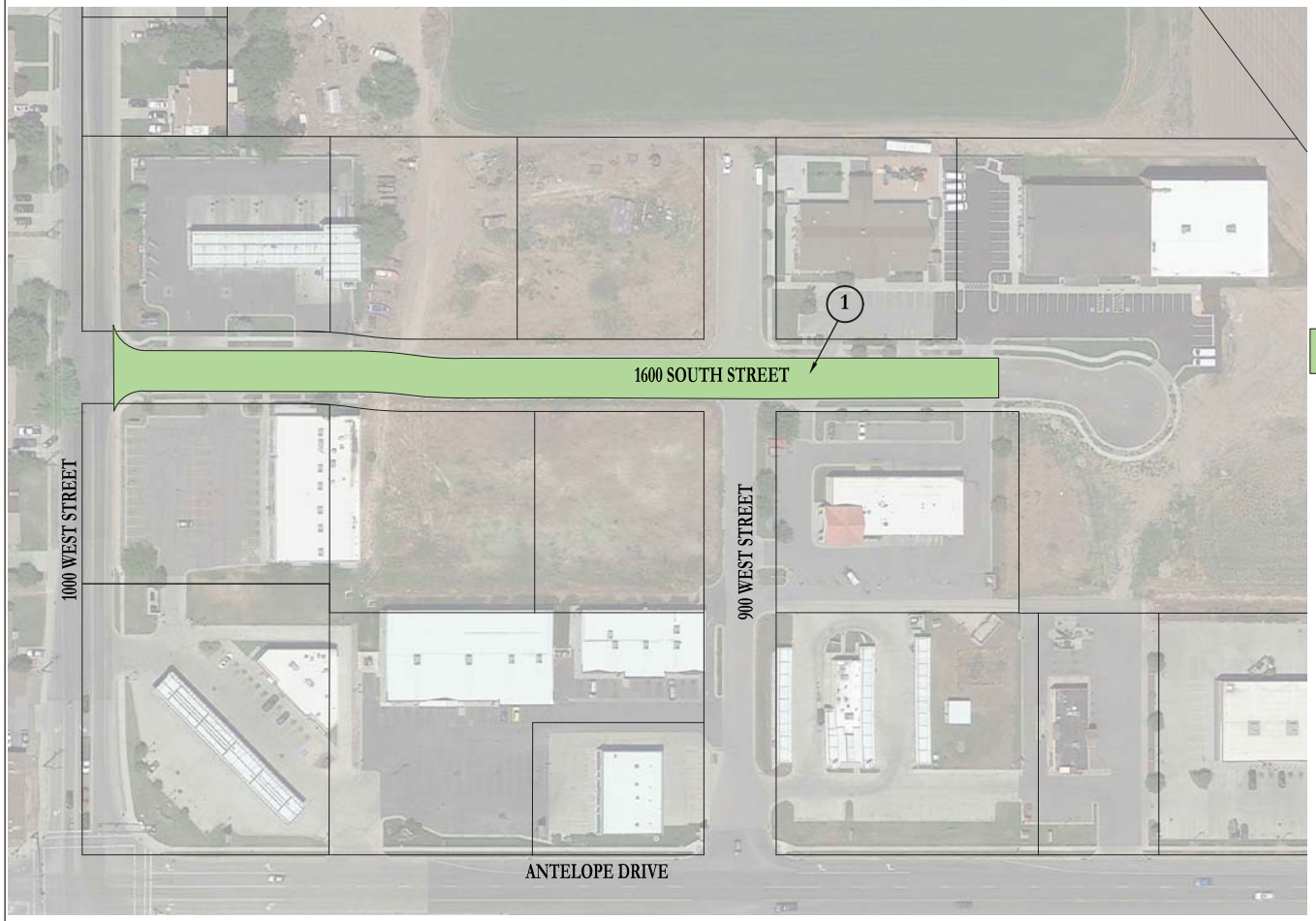
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DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: NOTES

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 cover.dwg
SHEET: 2 of 29




N

0 25 50 100

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 2,800 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
2. The Contractor shall crack seal along the edge of curb and gutter and all cracks in roadway ¼" wide and larger.
3. The Contractor is responsible to verify areas and dimensions for all roads.
4. The Contractor shall protect all storm water inlet boxes, valve boxes and manholes per the contract documents.
5. The Contractor shall install striping tabs to preserve lane widths, striping patterns and roadway messages.

LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 97-341144-2202
R. TODD FREEMAN
STATE OF UTAH

CIVIL ENGINEERING CONSULTANTS, PLLC.
5141 SOUTH 1500 WEST
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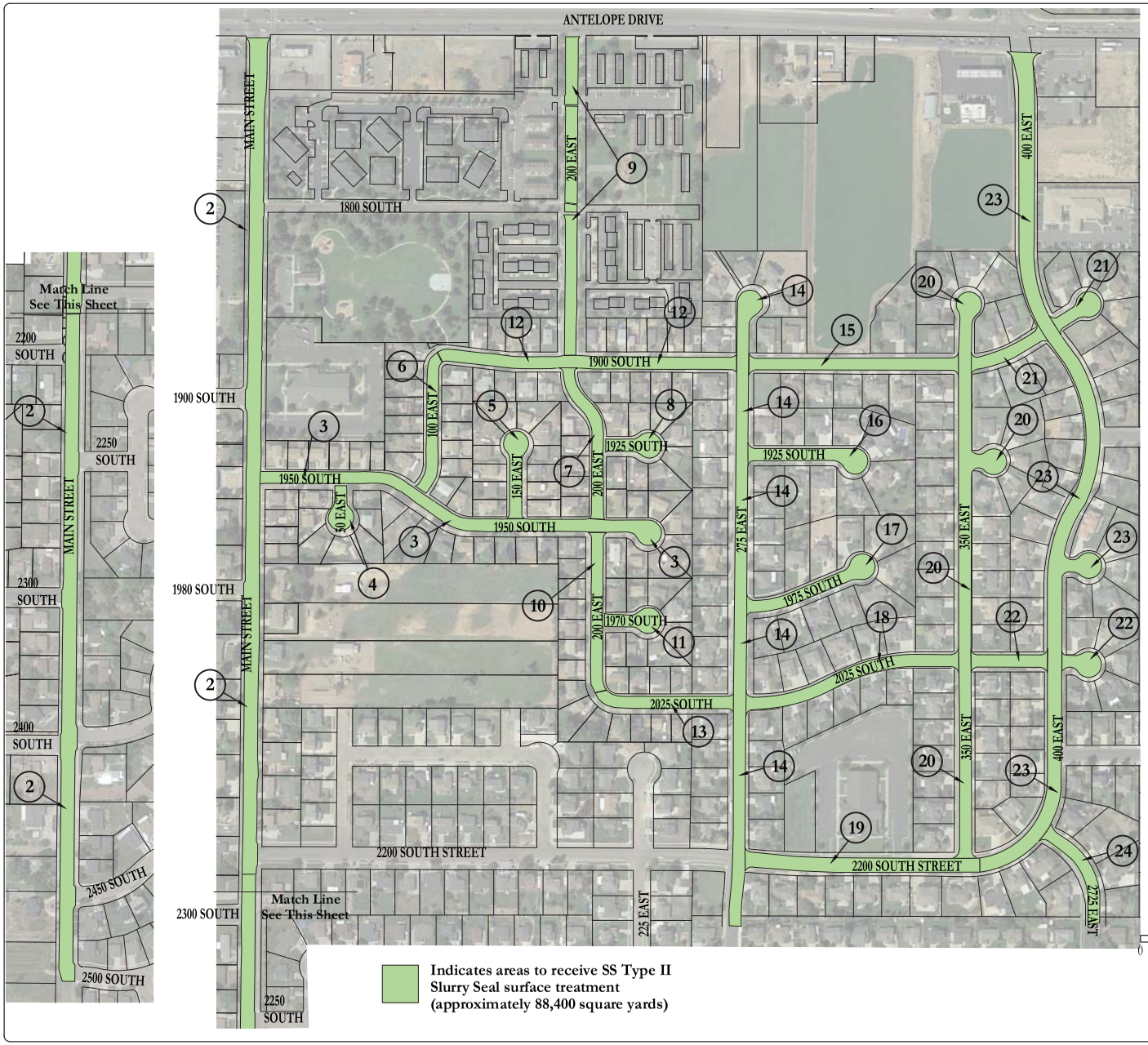
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DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREET 1

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 3 of 29




NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
2. The Contractor shall crack seal along the edge of curb and gutter and all cracks in roadway ¼" wide and larger.
3. The Contractor is responsible to verify areas and dimensions for all roads.
4. The Contractor shall protect all storm water inlet boxes, valve boxes and manholes per the contract documents.
5. The Contractor shall install striping tabs to preserve lane widths, striping patterns and roadway messages.
6. Street 2 (South Main Street) does not need to be crack sealed.

LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 97-341144-2202
R. TODD FREEMAN
STATE OF UTAH

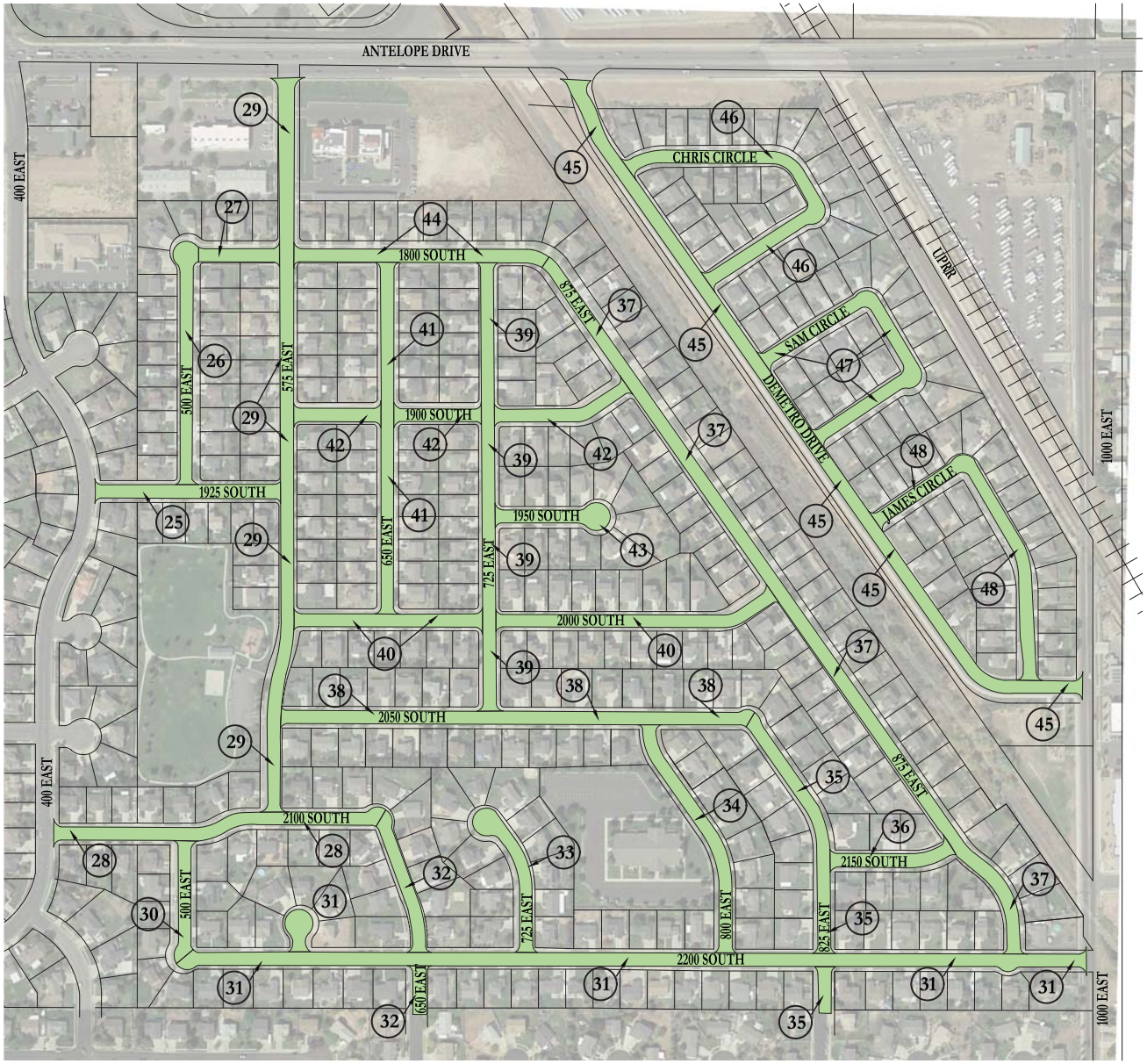
CIVIL ENGINEERING CONSULTANTS, PLLC.
5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550

| NO. | DATE | BY | REVISIONS |
|---|---|---|---|

DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH
TITLE: STREETS 2-24

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 4 of 29




NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
2. The Contractor shall crack seal along the edge of curb and gutter and all cracks in roadway ¼" wide and larger.
3. The Contractor is responsible to verify areas and dimensions for all roads.
4. The Contractor shall protect all storm water inlet boxes, valve boxes and manholes per the contract documents.
5. The Contractor shall install striping tabs to preserve lane widths, striping patterns and roadway messages.

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 98,500 square yards)

N

0 150 300

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04-01-19
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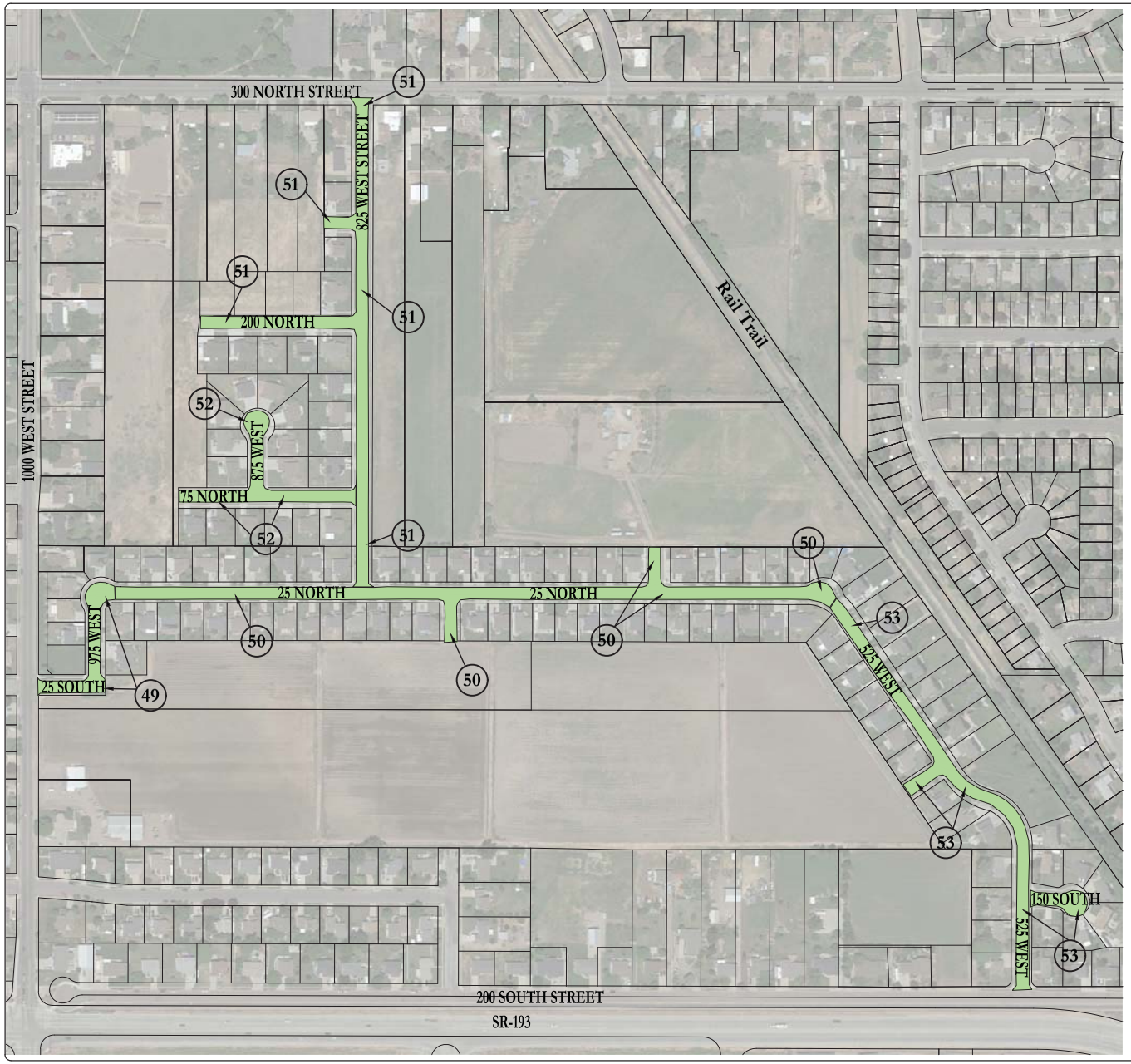
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DATE: MARCH 2019
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CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 25-48

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 5 of 29




N

0 150 300

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 29,100 square yards)

**NOTES:**

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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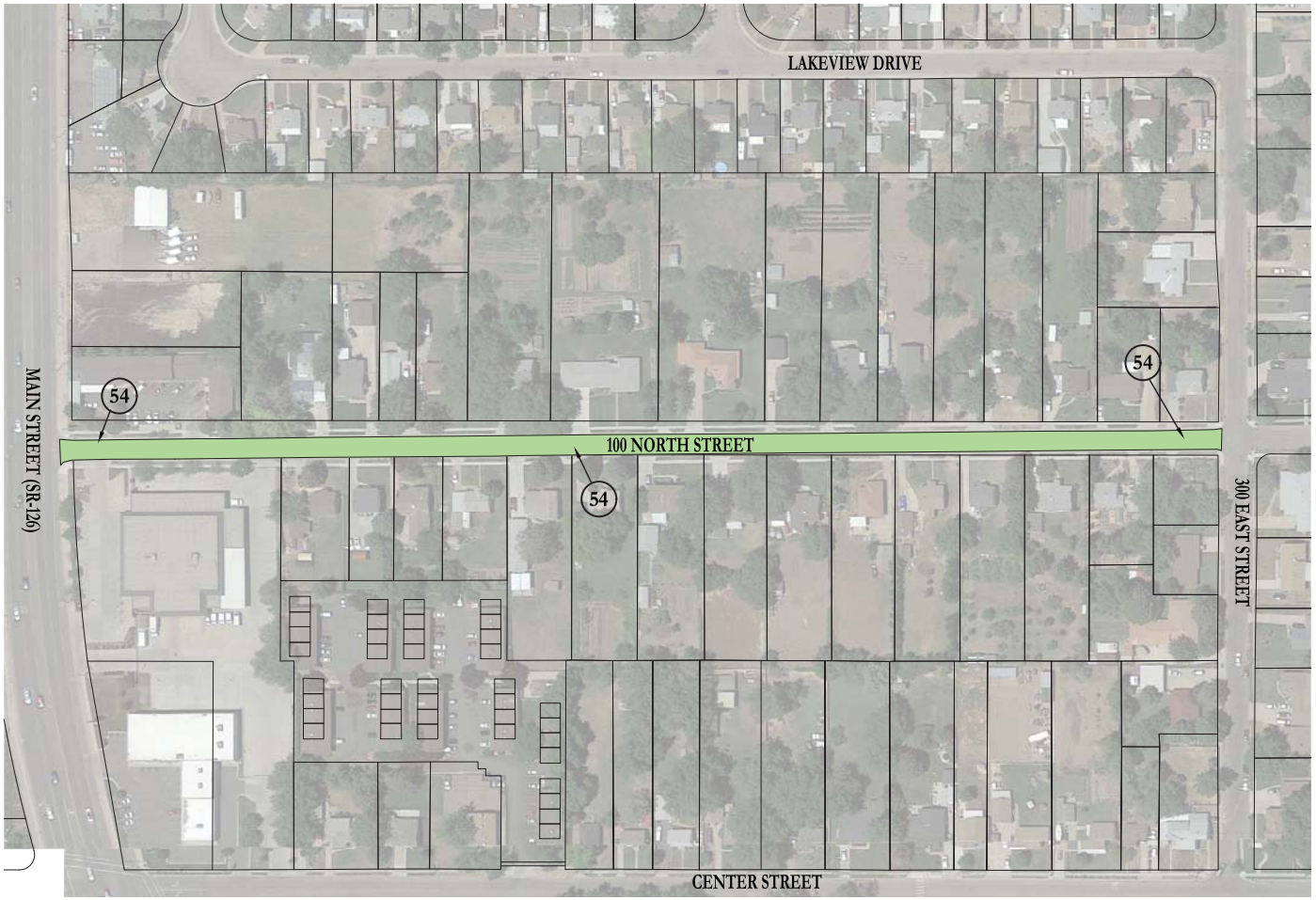
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DATE: MARCH 2019
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CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 49-53

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 6 of 29




N

0 75 150

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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3. The Contractor is responsible to verify areas and dimensions for all roads.
4. The Contractor shall protect all storm water inlet boxes, valve boxes and manholes per the contract documents.
5. The Contractor shall install striping tabs to preserve lane widths, striping patterns and roadway messages.

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 4,200 square yards)

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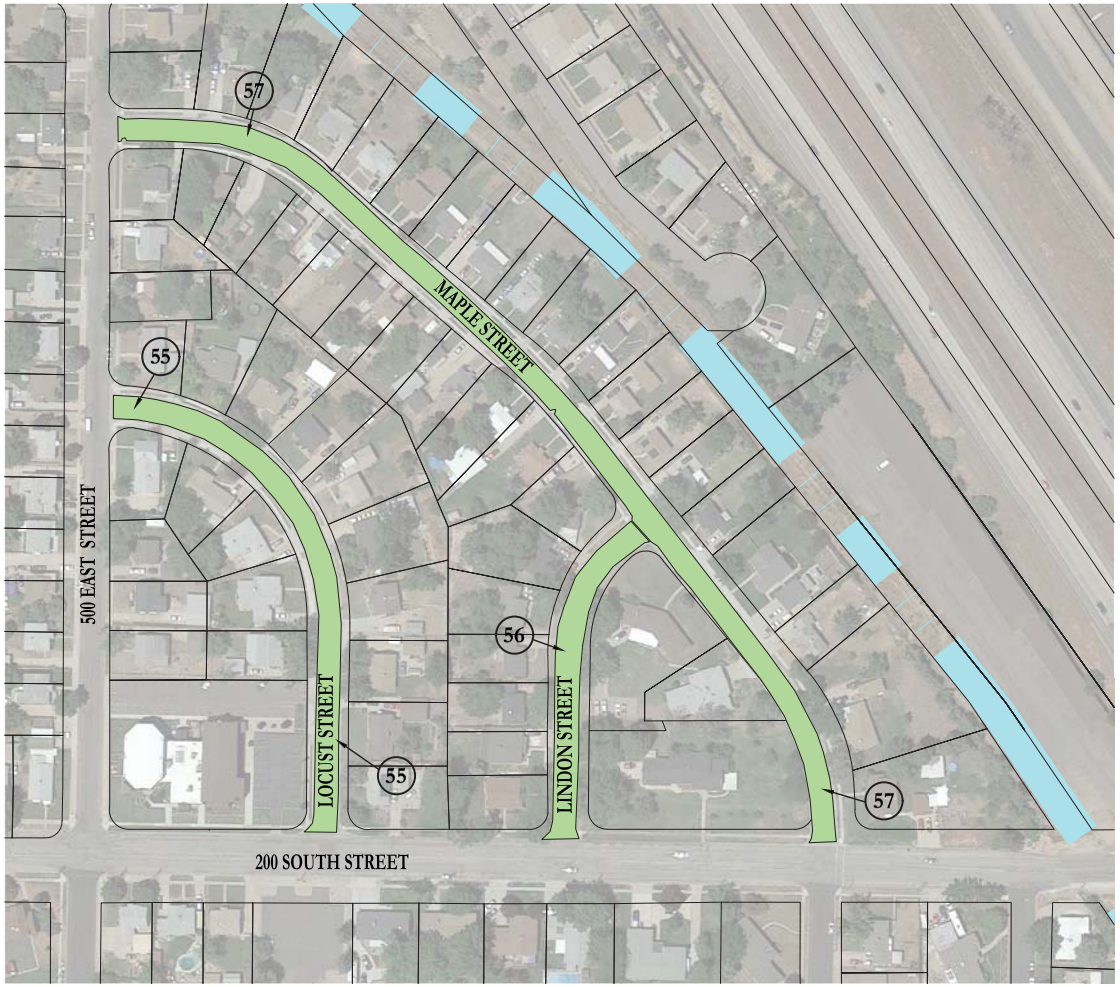
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DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREET 54

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 7 of 29




N

0 75 150

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 7,200 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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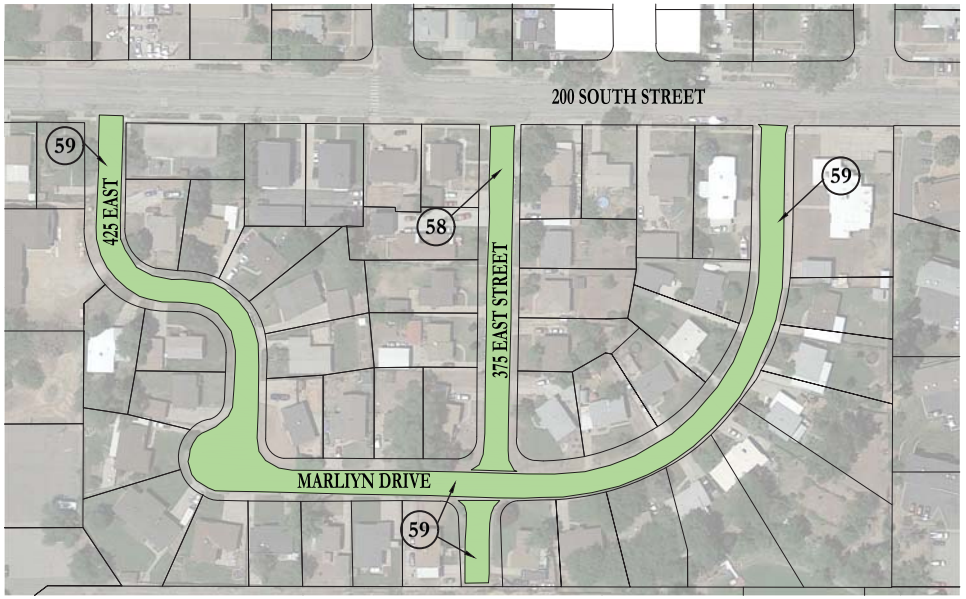
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DATE: MARCH 2019
DRAWN: JLS
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 55-57

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 8 of 29




N

0 75 150

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 6,900 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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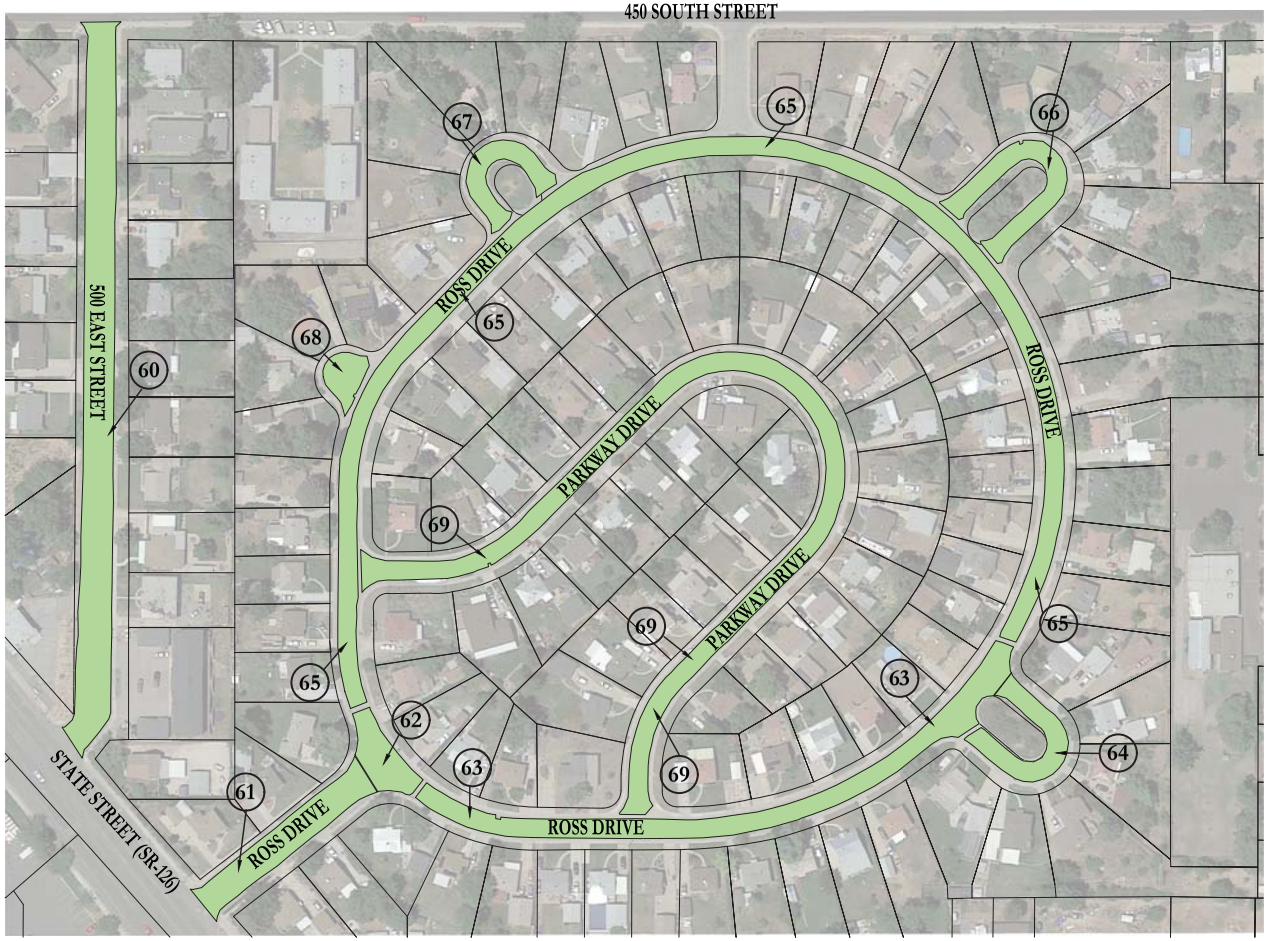
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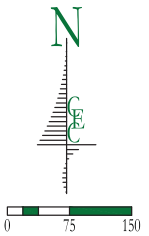
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 58-59

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 9 of 29




Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 17,100 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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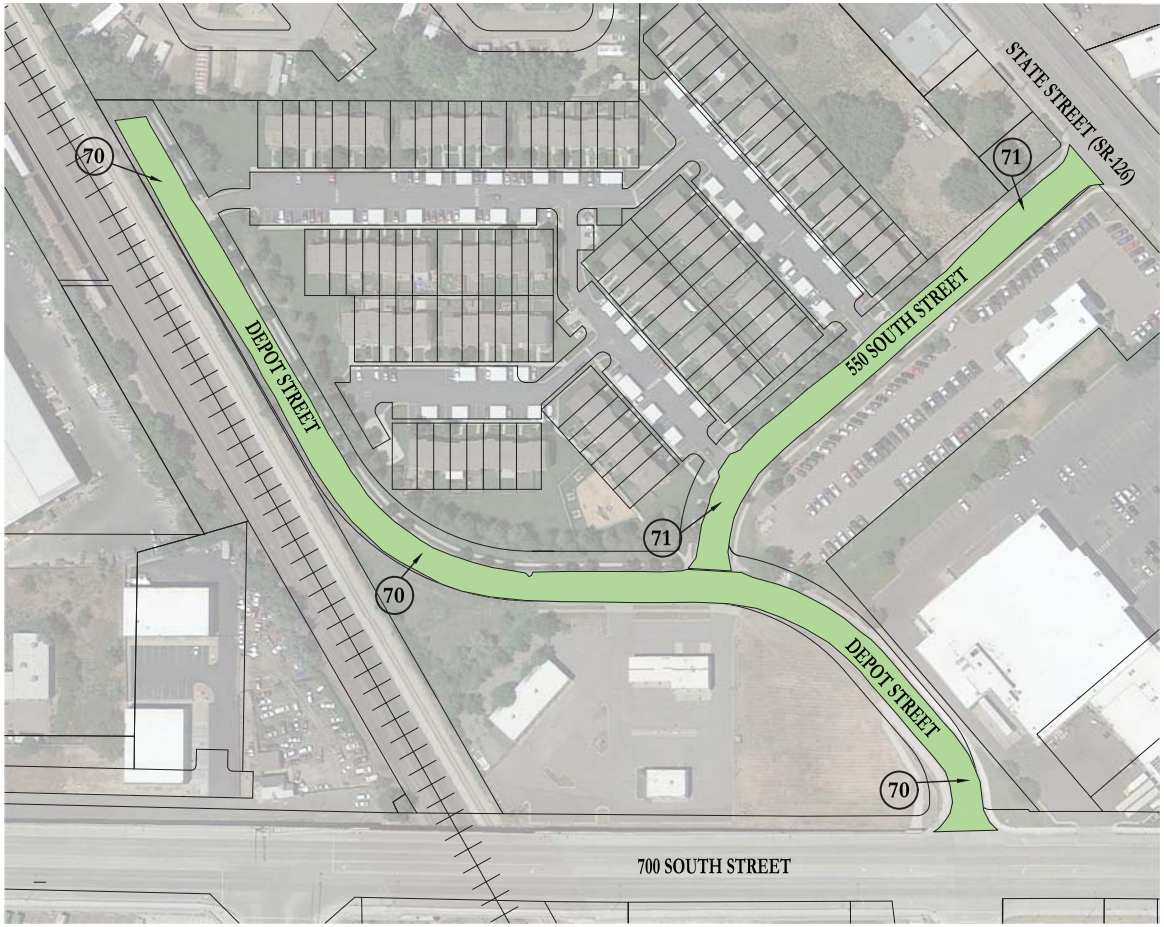
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DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 60-69

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 10 of 29




N

0 75 150

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 8,800 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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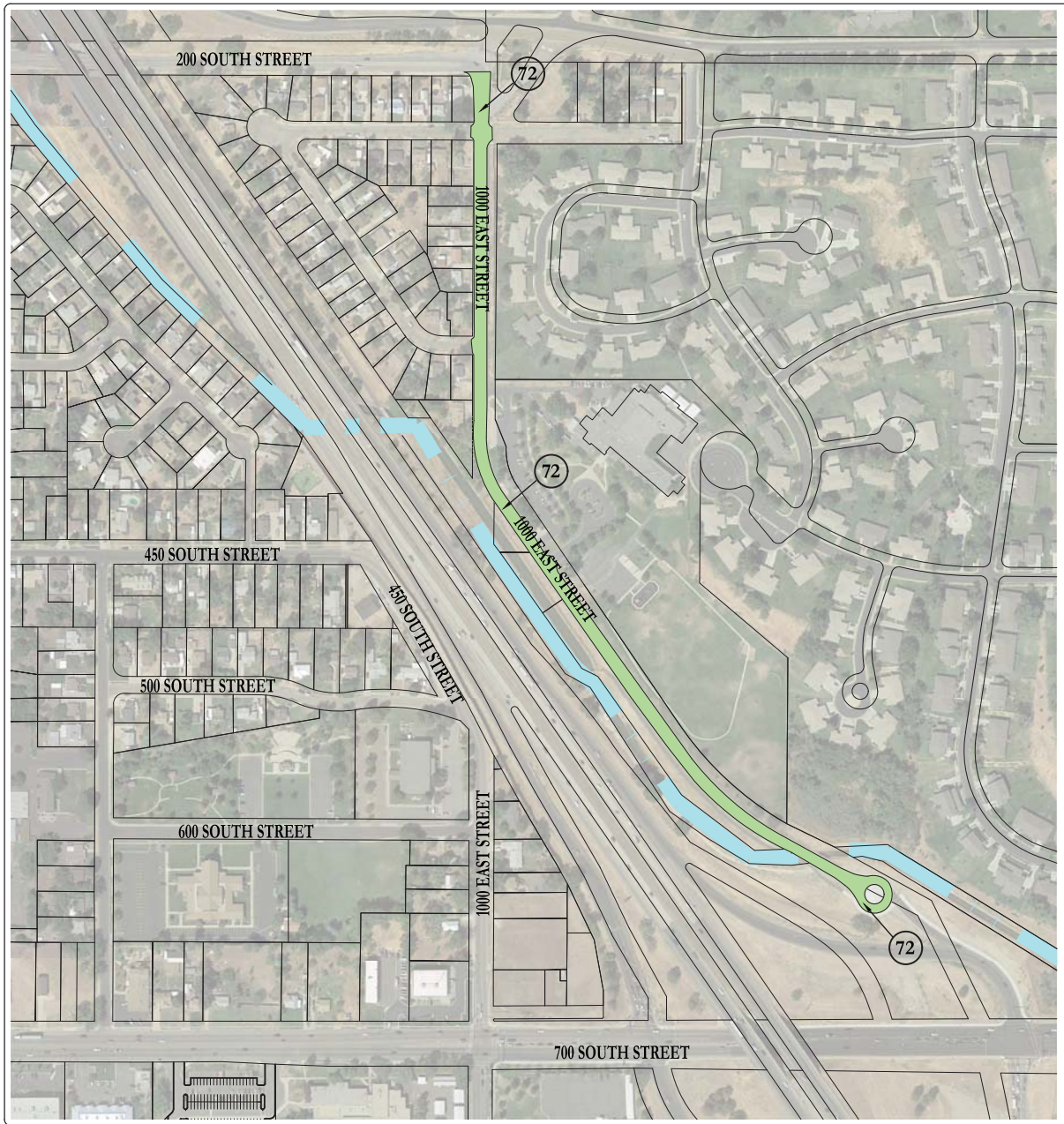
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DATE: MARCH 2019
DRAWN: JLS
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 70-71

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 11 of 29




N

0 150 300

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 11,200 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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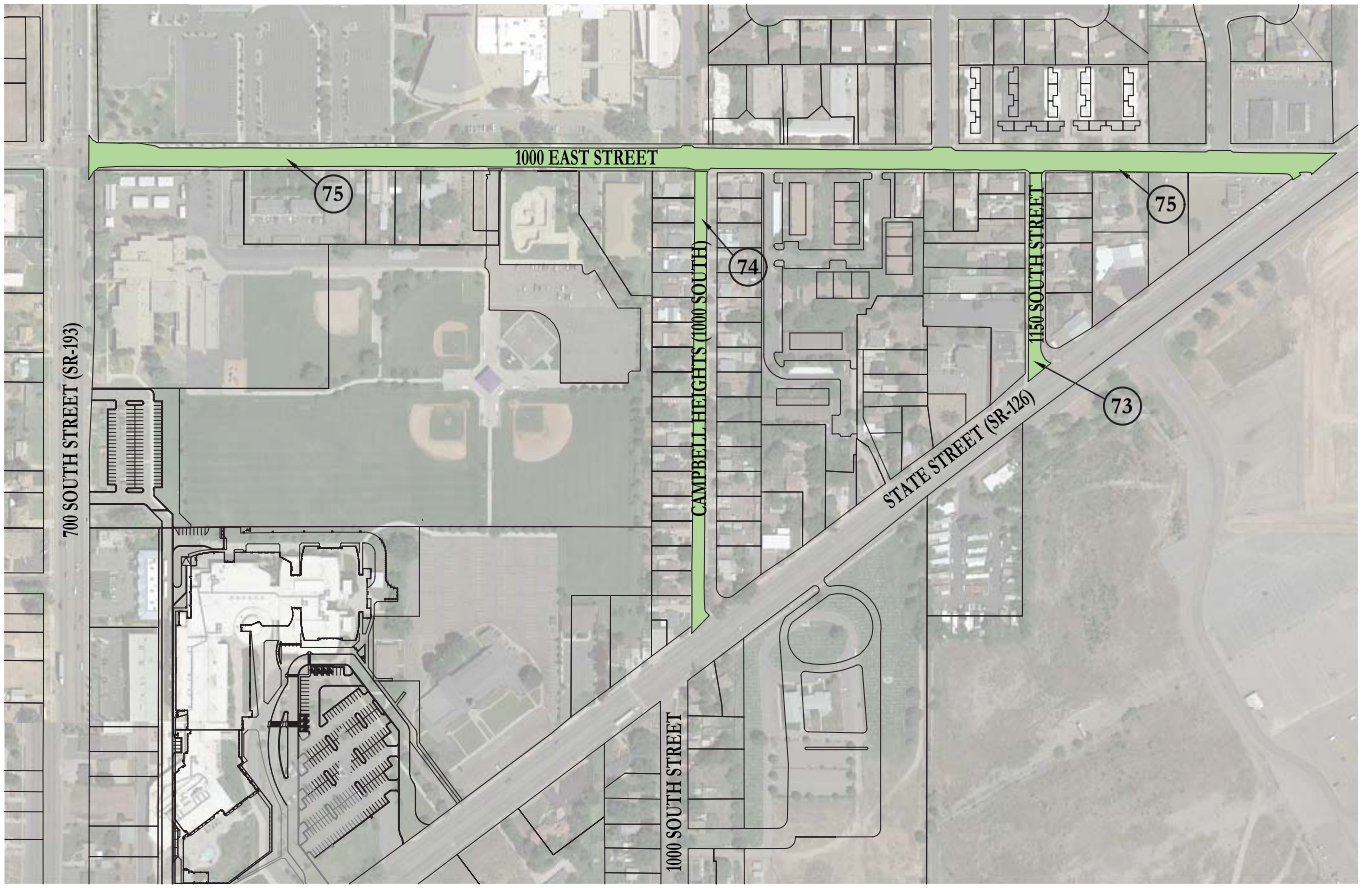
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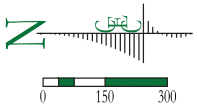
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CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREET 72

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 12 of 29




Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 21,100 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
2. The Contractor shall crack seal along the edge of curb and gutter and all cracks in roadway ¼" wide and larger.
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5. The Contractor shall install striping tabs to preserve lane widths, striping patterns and roadway messages.




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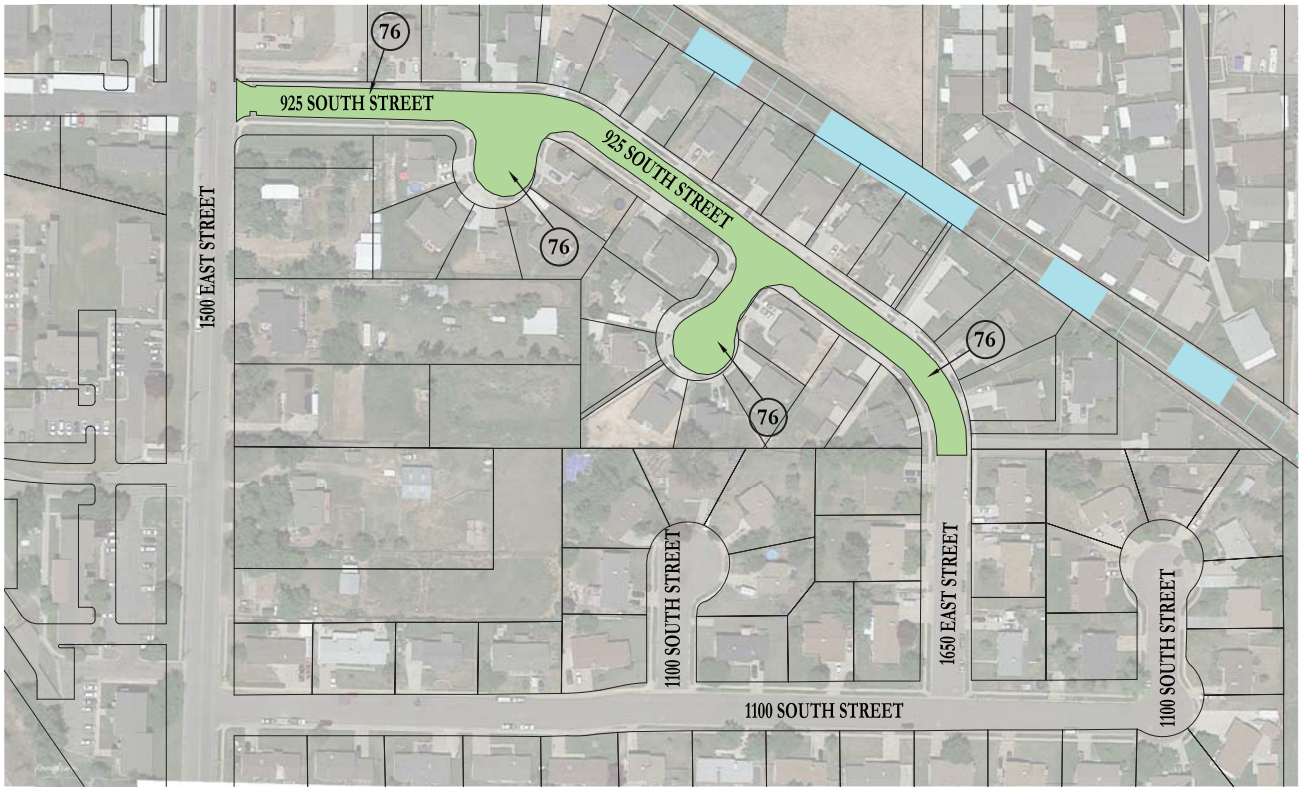
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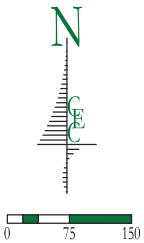
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREET 73-75

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
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SHEET: 13 of 29

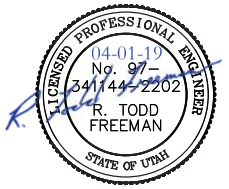



Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 5,800 square yards)

## NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
2. The Contractor shall crack seal along the edge of curb and gutter and all cracks in roadway ¼" wide and larger.
3. The Contractor is responsible to verify areas and dimensions for all roads.
4. The Contractor shall protect all storm water inlet boxes, valve boxes and manholes per the contract documents.
5. The Contractor shall install striping tabs to preserve lane widths, striping patterns and roadway messages.




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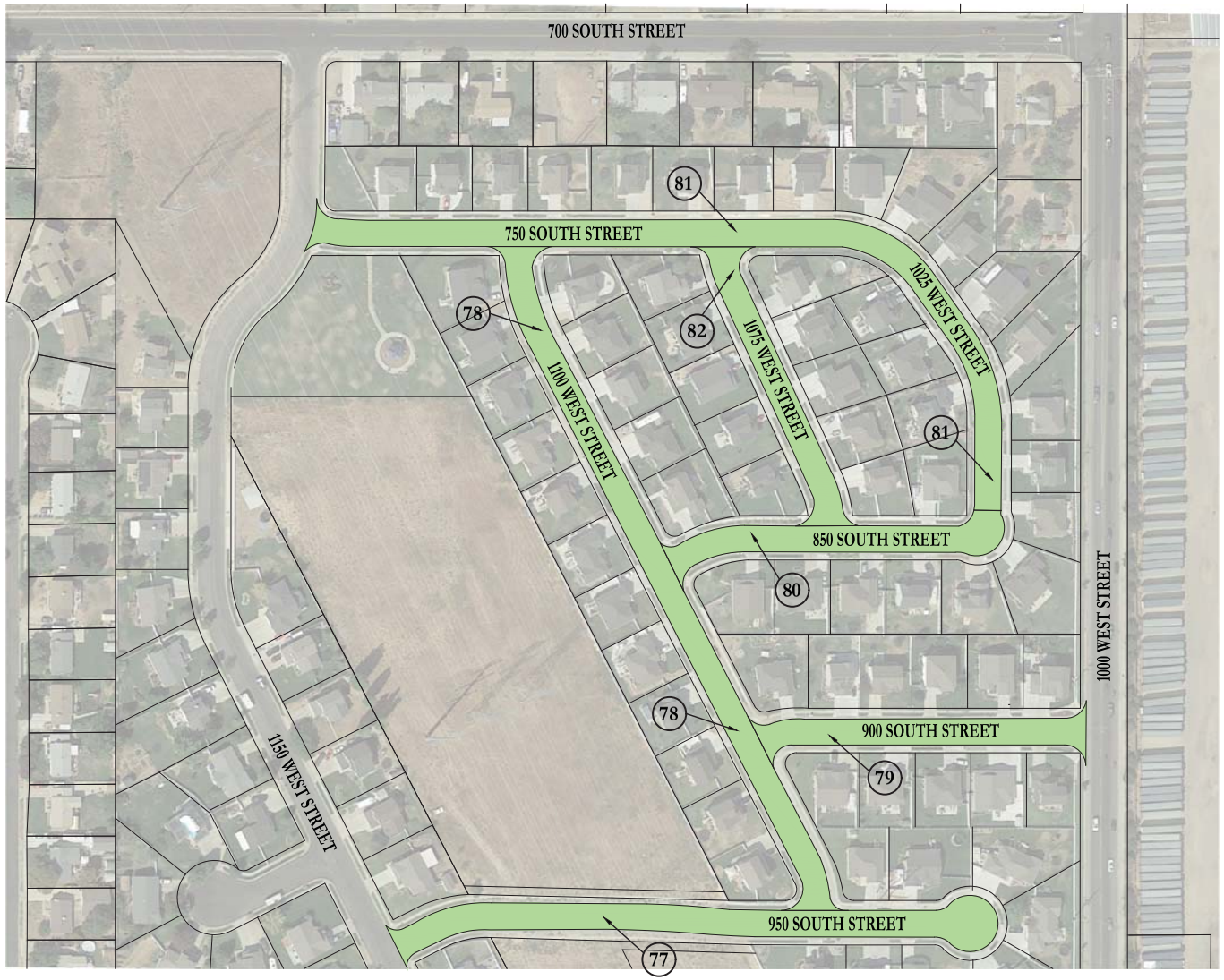
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DATE: MARCH 2019
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREET 76

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 14 of 29




N

0 75 150

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 17,600 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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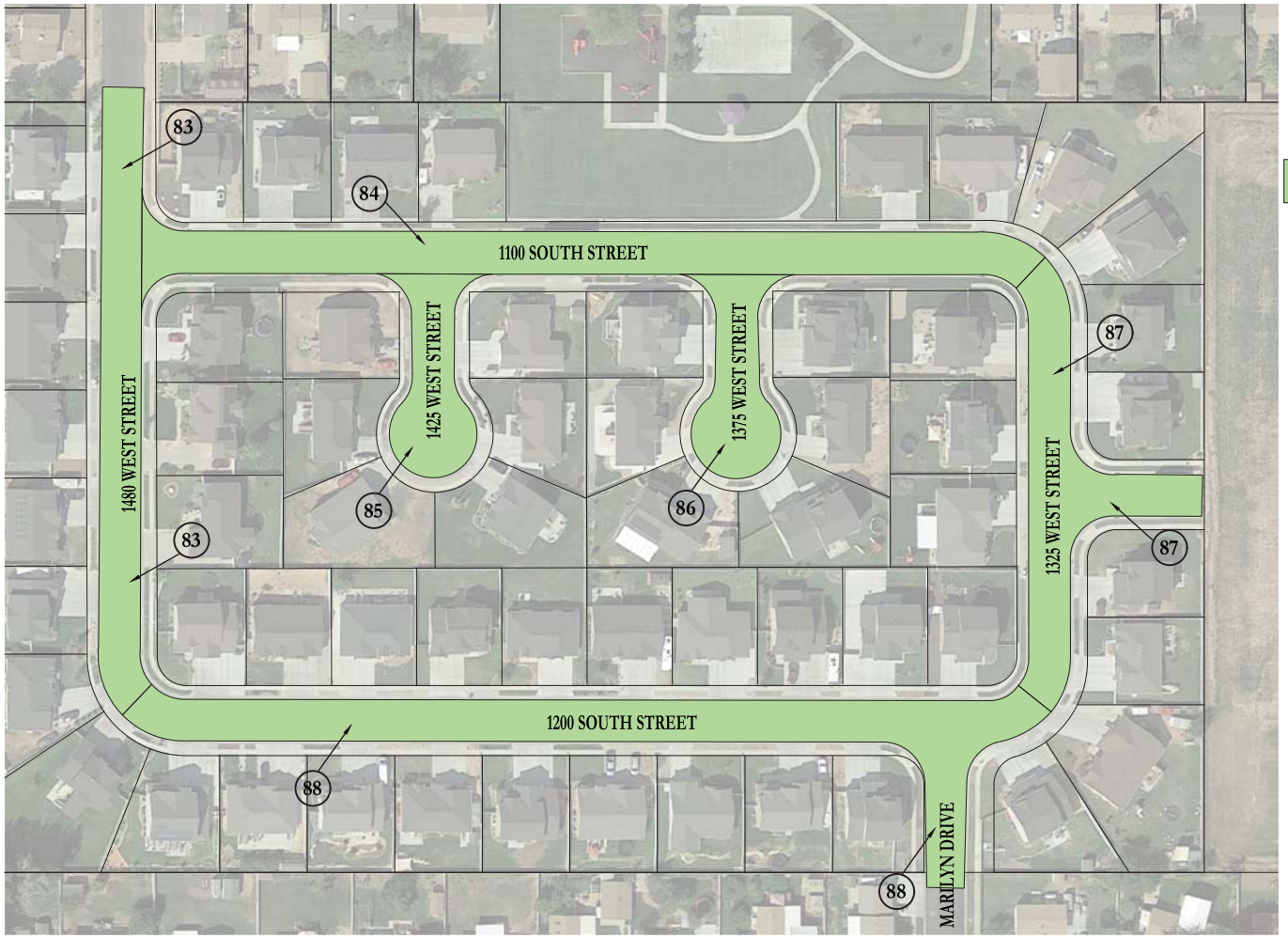
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DATE: MARCH 2019
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 77-82

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 15 of 29




N

0 75 150

Indicates areas to receive SS Type II Slurry Seal surface treatment (approximately 12,800 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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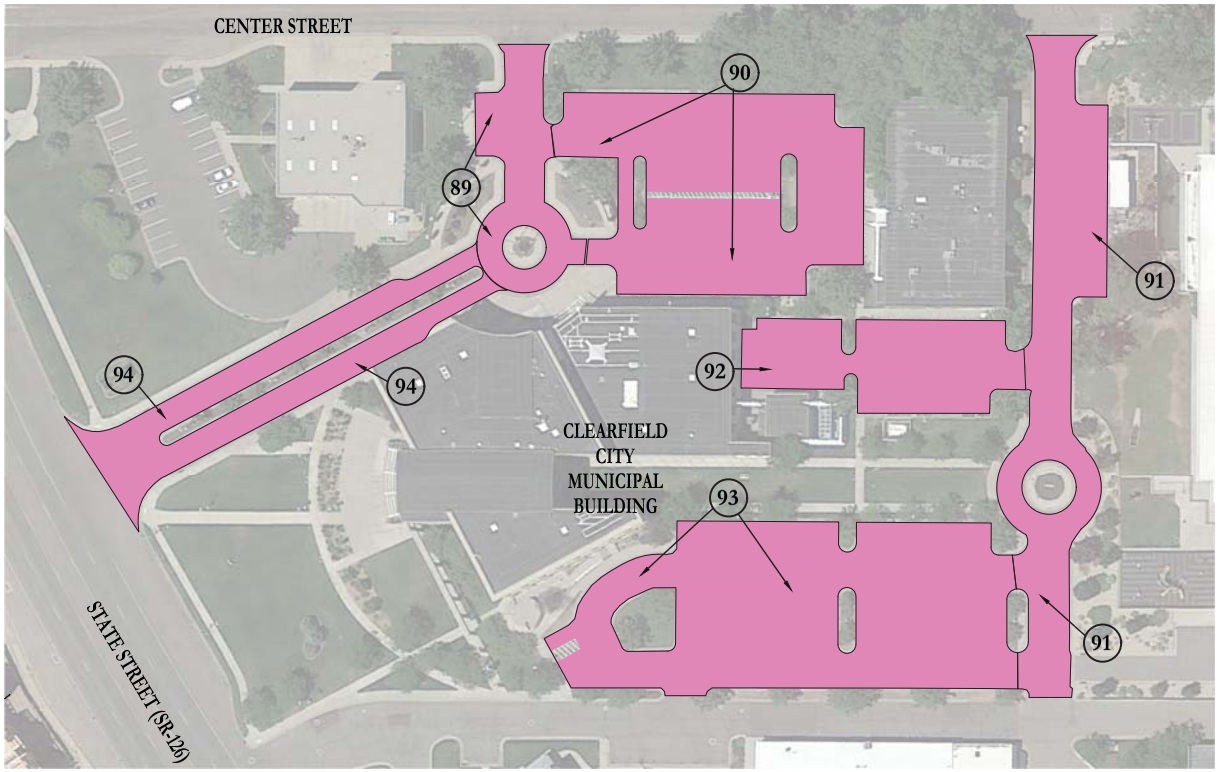
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DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 83-88

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 16 of 29




N

0 40 80

Indicates areas to receive SS Type I Slurry Seal surface treatment (approximately 9,500 square yards)

NOTES:

1. The Contractor shall be responsible for all roadways to be cleaned and free of dirt, debris and all vegetation prior to placement of crack seal and surface treatment materials. Any downtime or loss in materials associated with a stoppage of work due to roadways not being cleaned property will be at the Contractor's expense.
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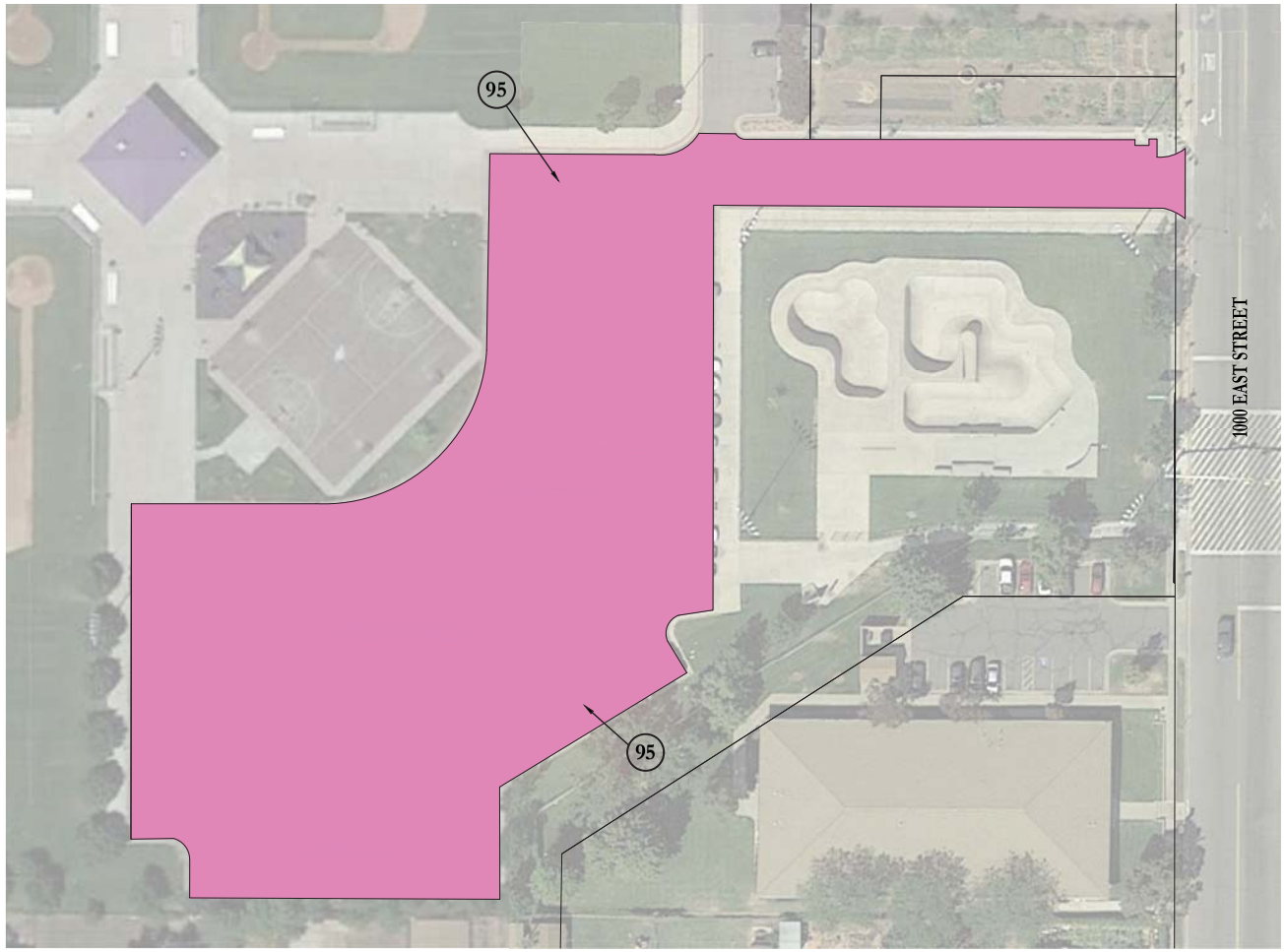
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DATE: MARCH 2019
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: PARKING LOTS 89-94

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 17 of 29




N

0 30 60

Indicates areas to receive SS Type I Slurry Seal surface treatment (approximately 8,100 square yards)

NOTES:

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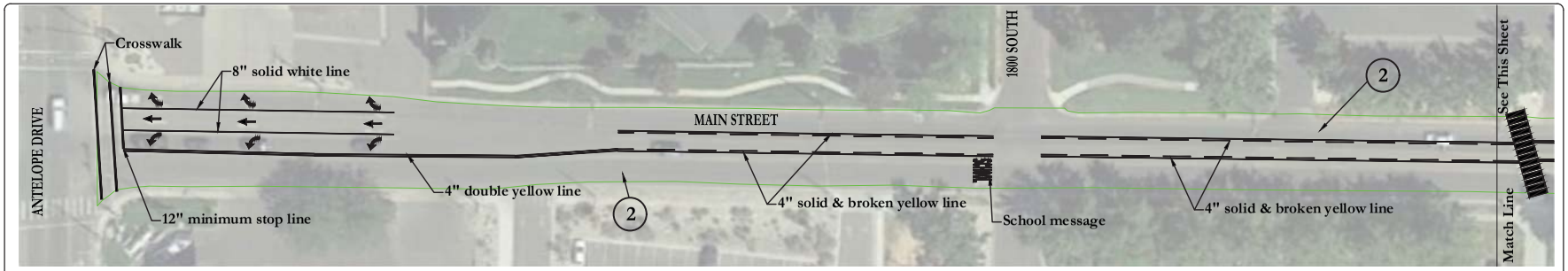
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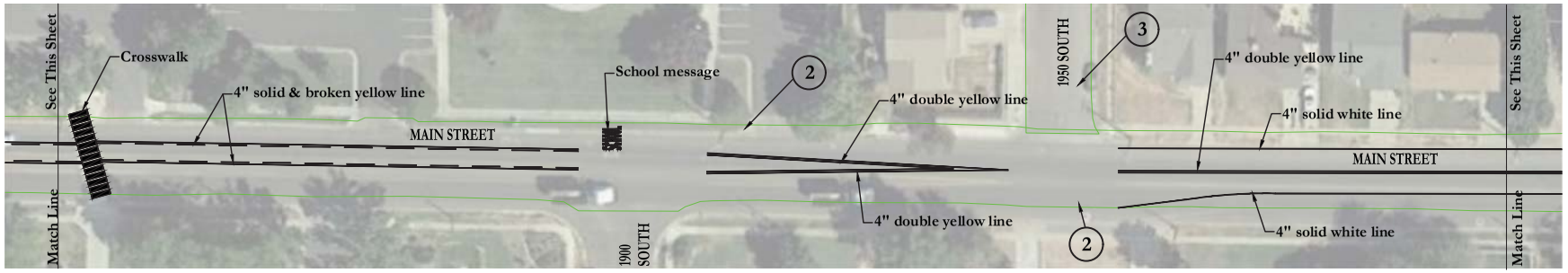
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: PARKING LOT 95

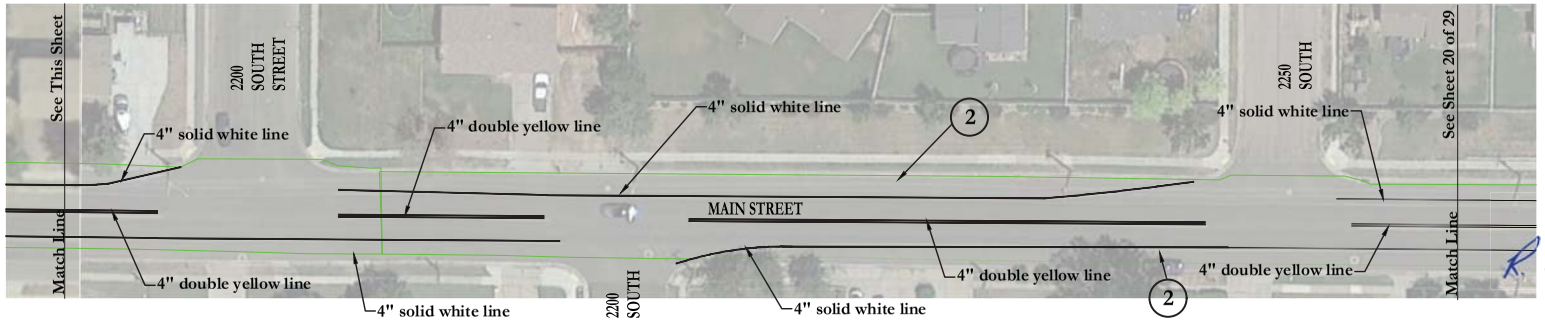
CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
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SHEET: 18 of 29
















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5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550

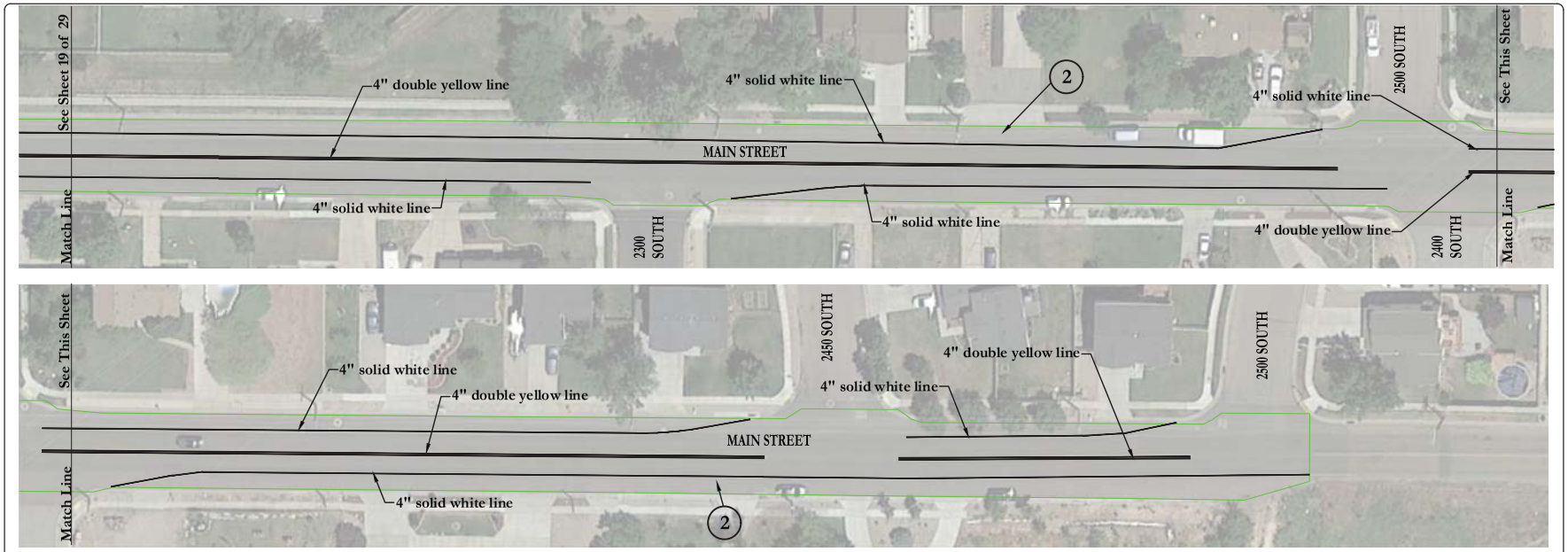
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CHECKED: RTF

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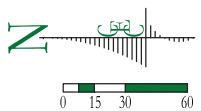
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CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 ST.dwg
SHEET: 19 of 29













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RIVERDALE, UT 84405
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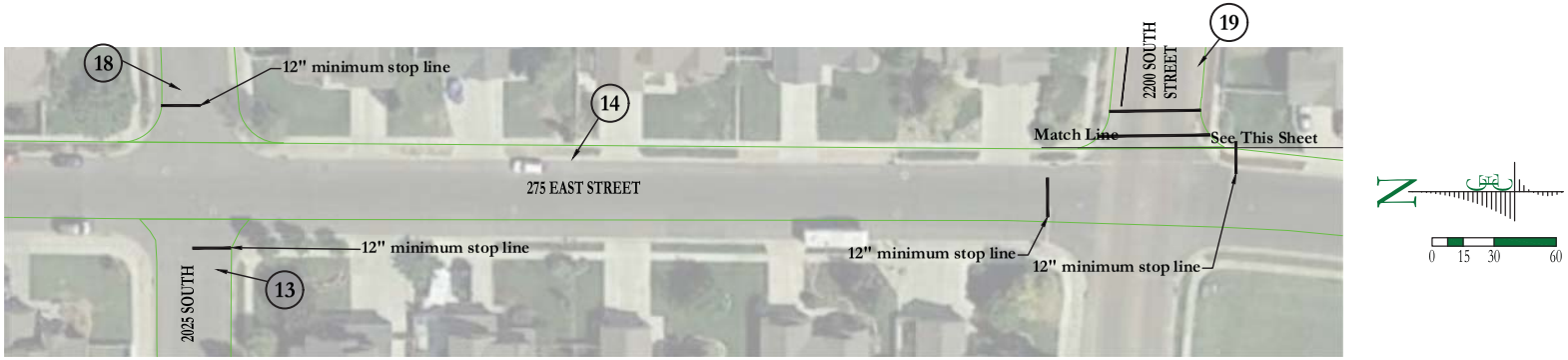
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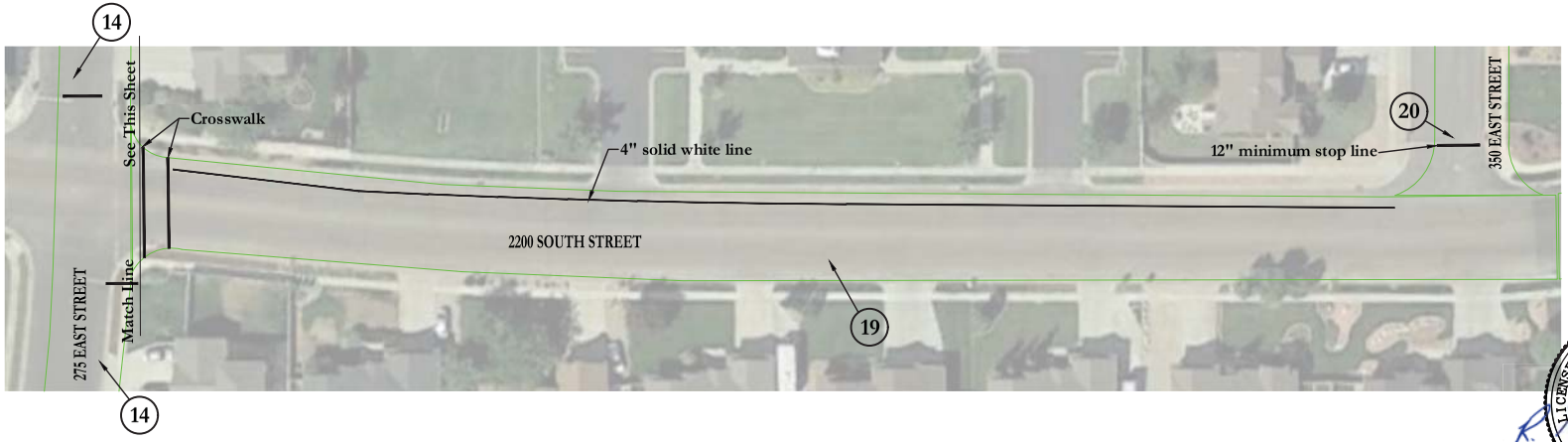
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TITLE: STREET 2 STRIPING

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 ST.dwg
SHEET: 20 of 29




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RIVERDALE, UT 84405
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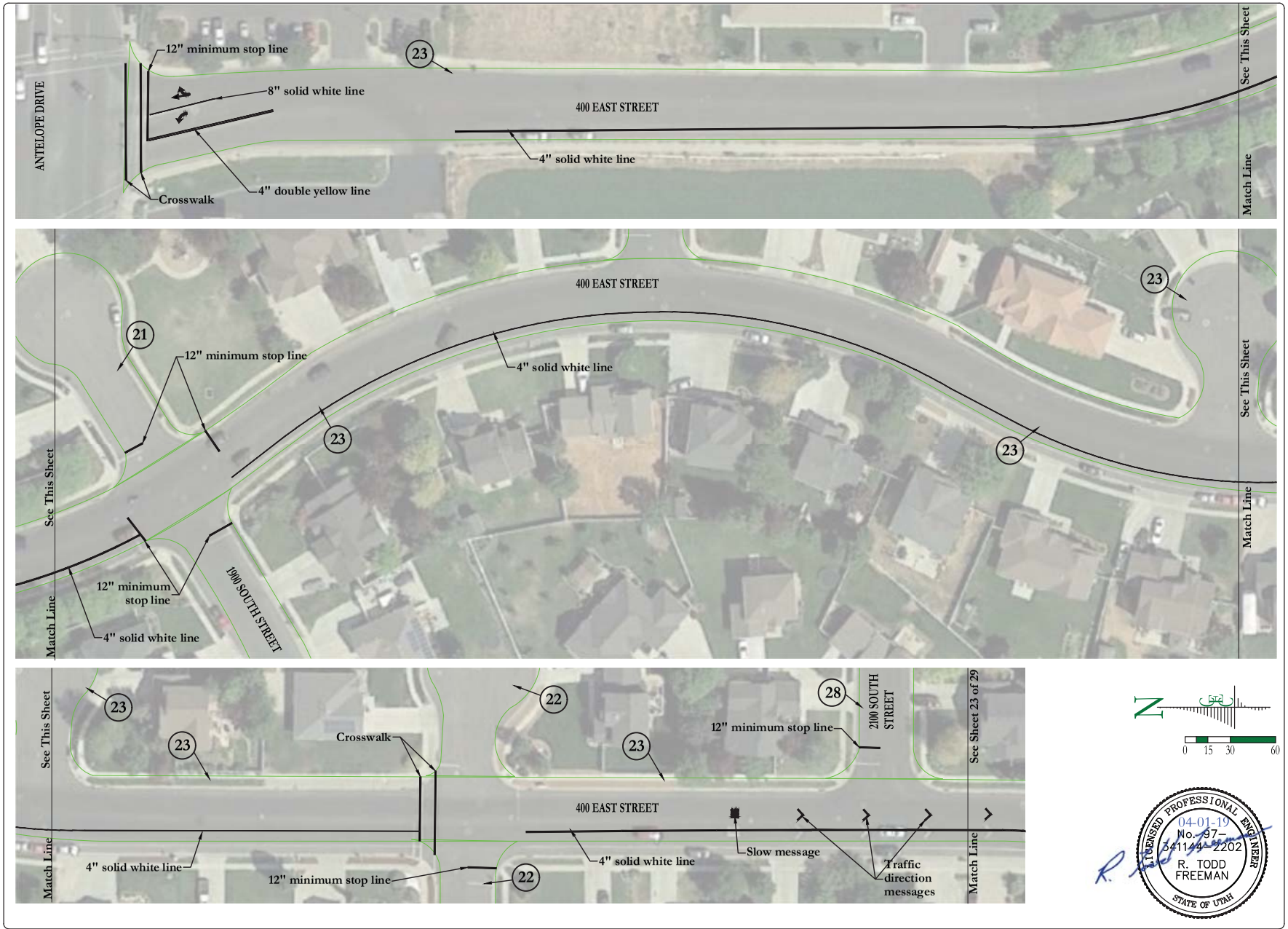
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CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 9, 12-14, 18-20 STRIPING

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 ST.dwg
SHEET: 21 of 29

LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 97-341144-2202
R. TODD FREEMAN
STATE OF UTAH




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RIVERDALE, UT 84405
801.866.0550

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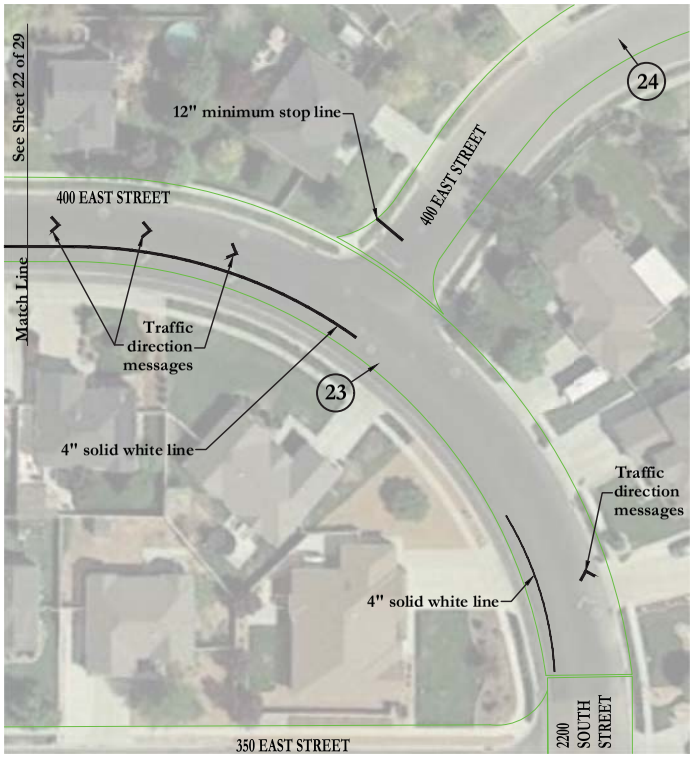
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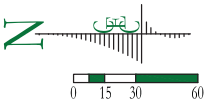
CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
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SHEET: 22 of 29

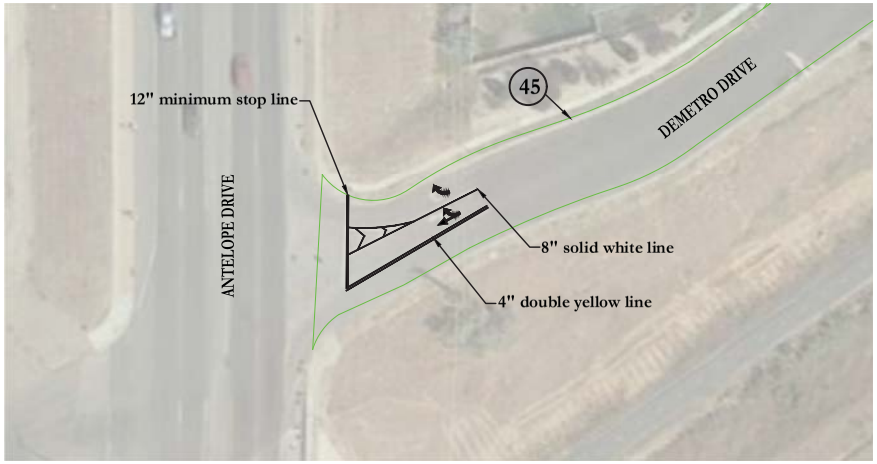
LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 97-341144-2202
R. TODD FREEMAN
STATE OF UTAH










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5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550

| NO. | DATE | BY | REVISIONS |
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DATE: MARCH 2019
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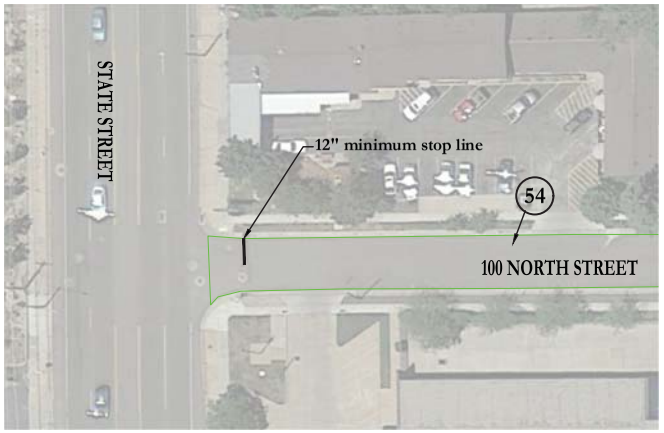
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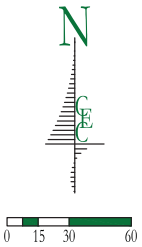
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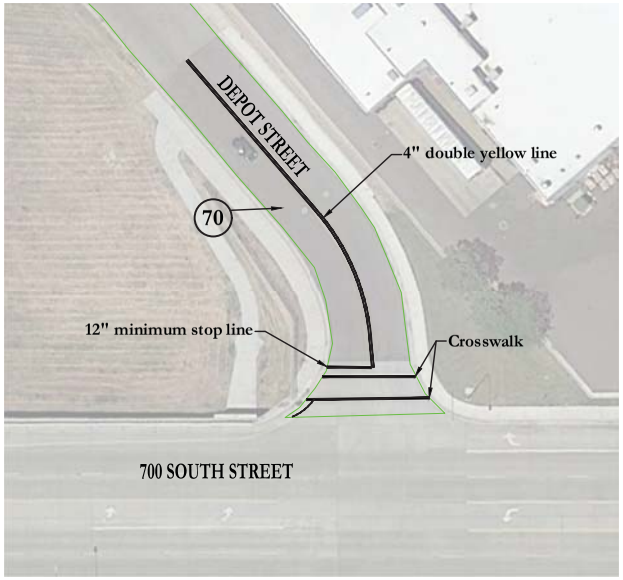
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PROJECT NUMBER: CC.19001
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SHEET: 23 of 29

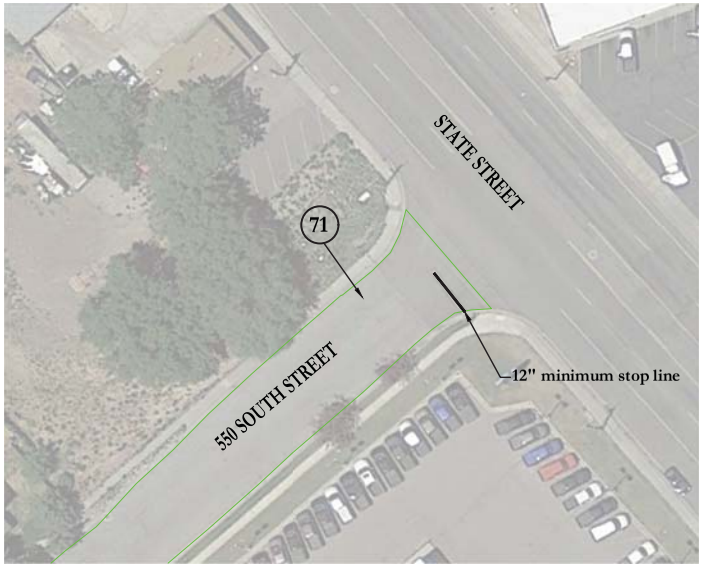
LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 87-341142202
R. TODD FREEMAN
STATE OF UTAH

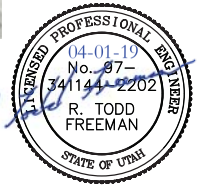



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5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550

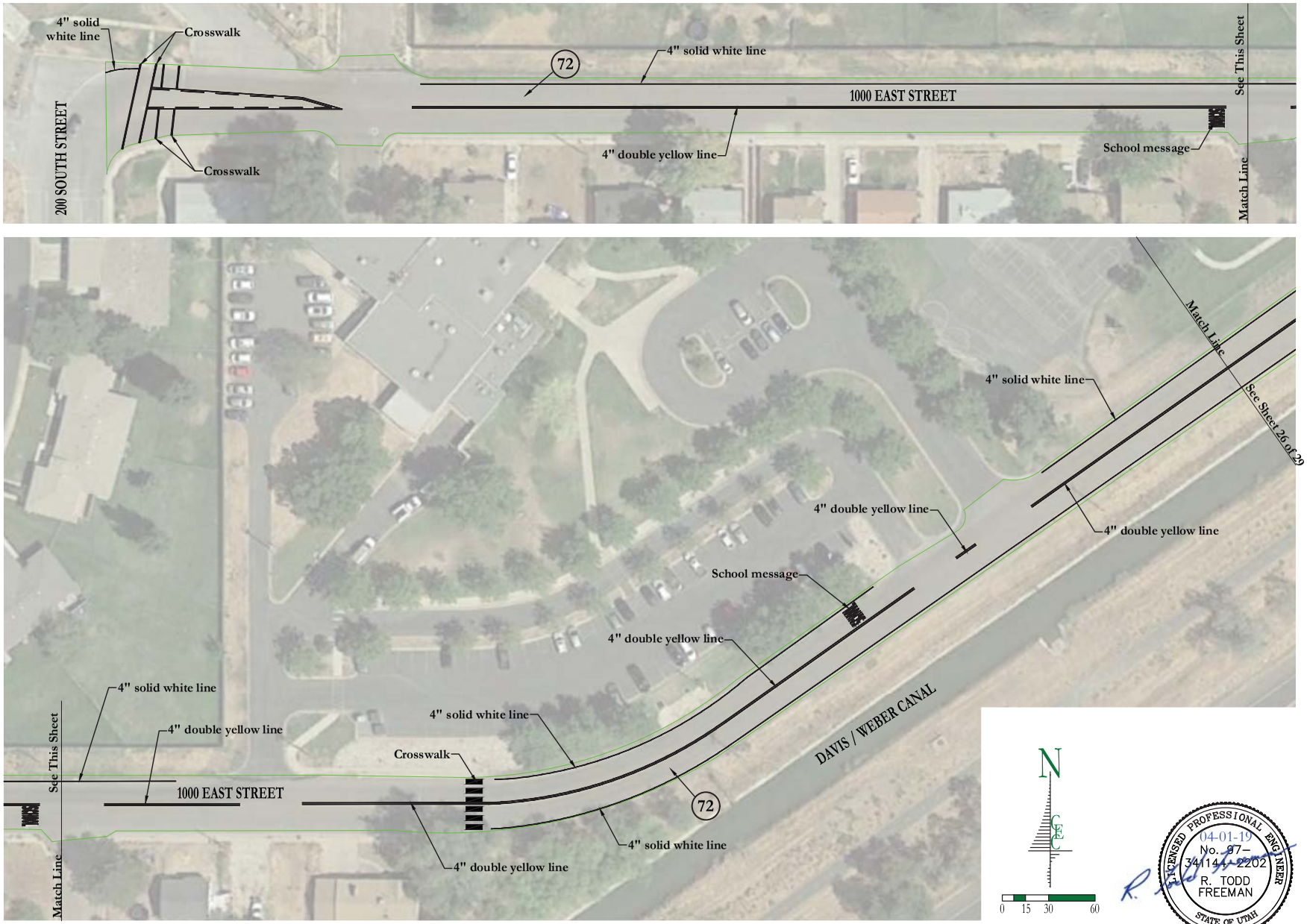
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DATE: MARCH 2019
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREETS 51, 54, 70, 71 STRIPING

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 24 of 29




LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 87-341144-2202
R. TODD FREEMAN
STATE OF UTAH

CIVIL ENGINEERING CONSULTANTS, PLLC.
5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550

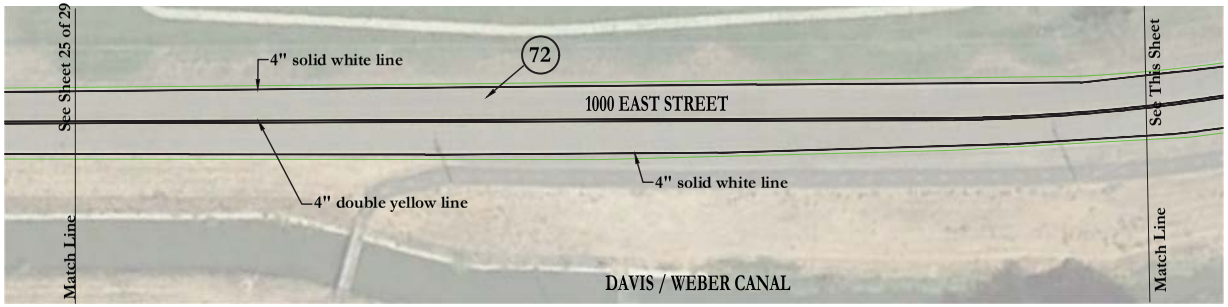
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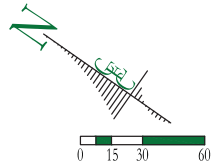
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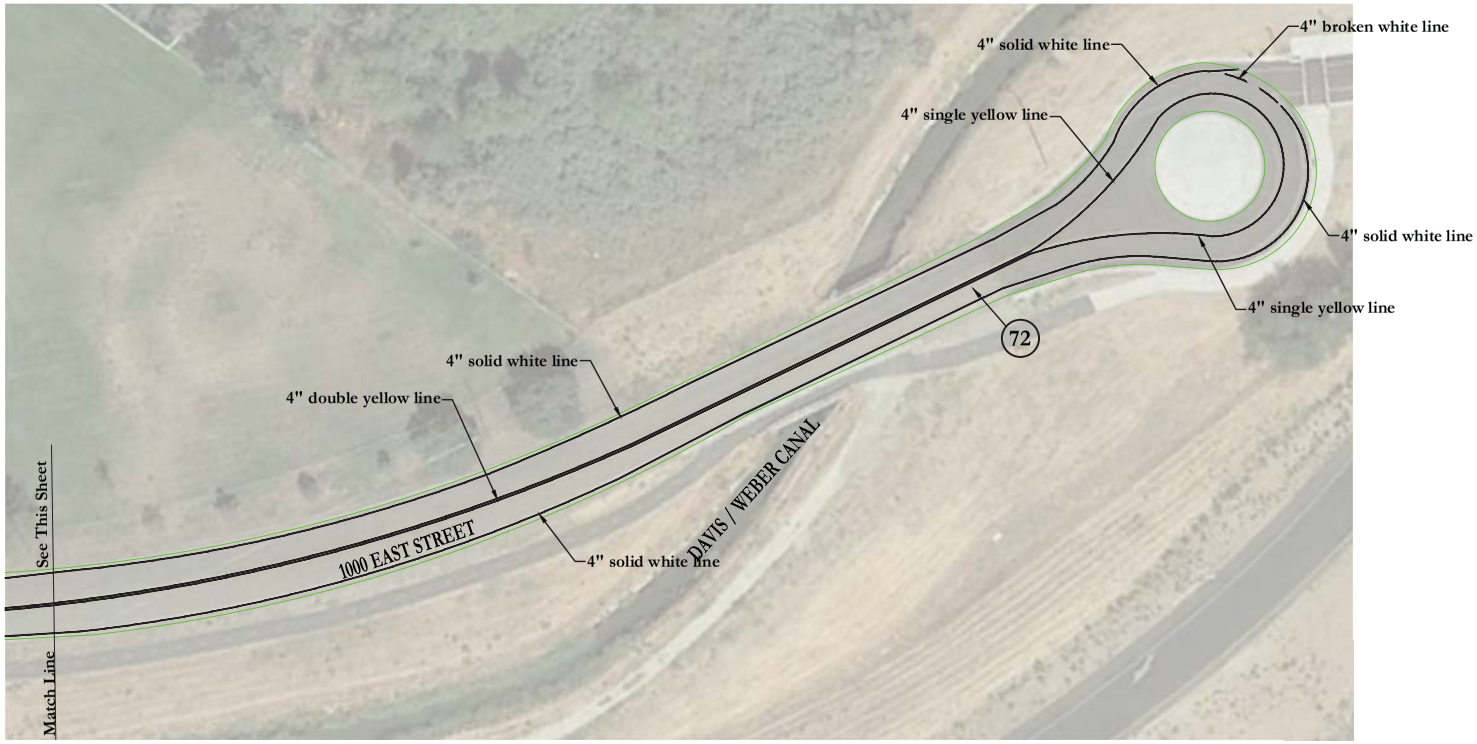
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TITLE: STREET 72 STRIPING

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 ST.dwg
SHEET: 25 of 29





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RIVERDALE, UT 84405
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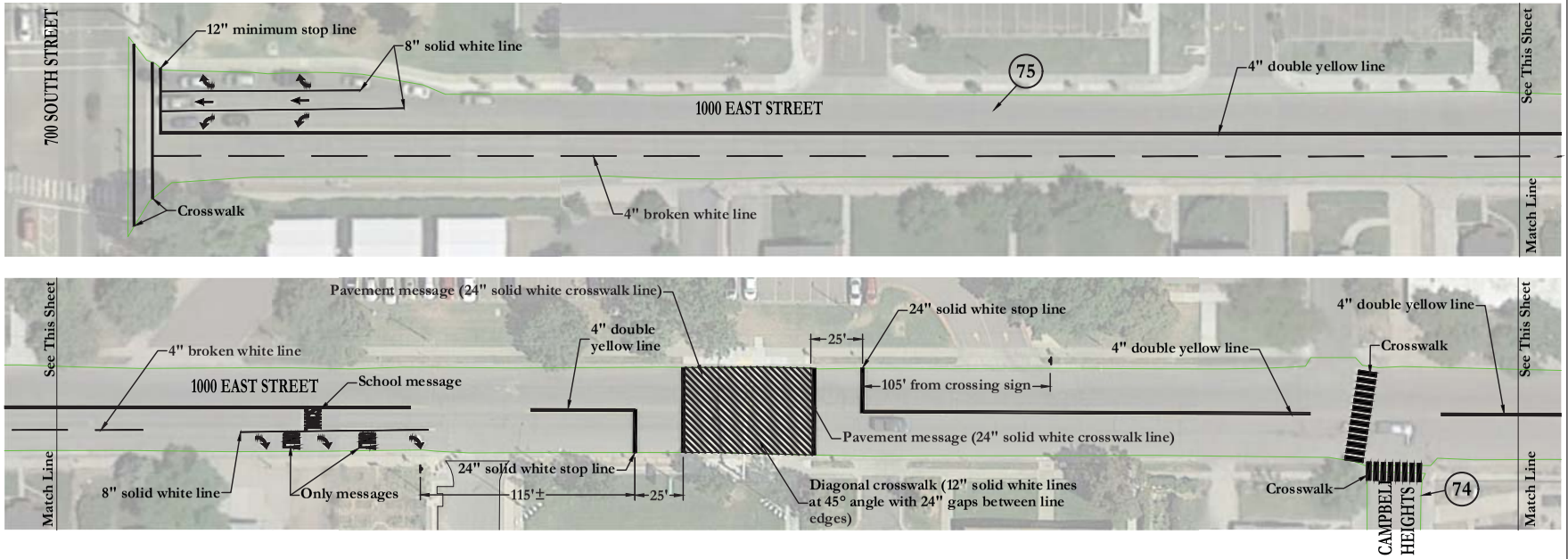
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PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: STREET 72 STRIPING

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 ST.dwg
SHEET: 26 of 29

LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 97-341144-2202
R. TODD FREEMAN
STATE OF UTAH




CIVIL ENGINEERING CONSULTANTS, PLLC.
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RIVERDALE, UT 84405
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| NO. | DATE | BY | REVISIONS |
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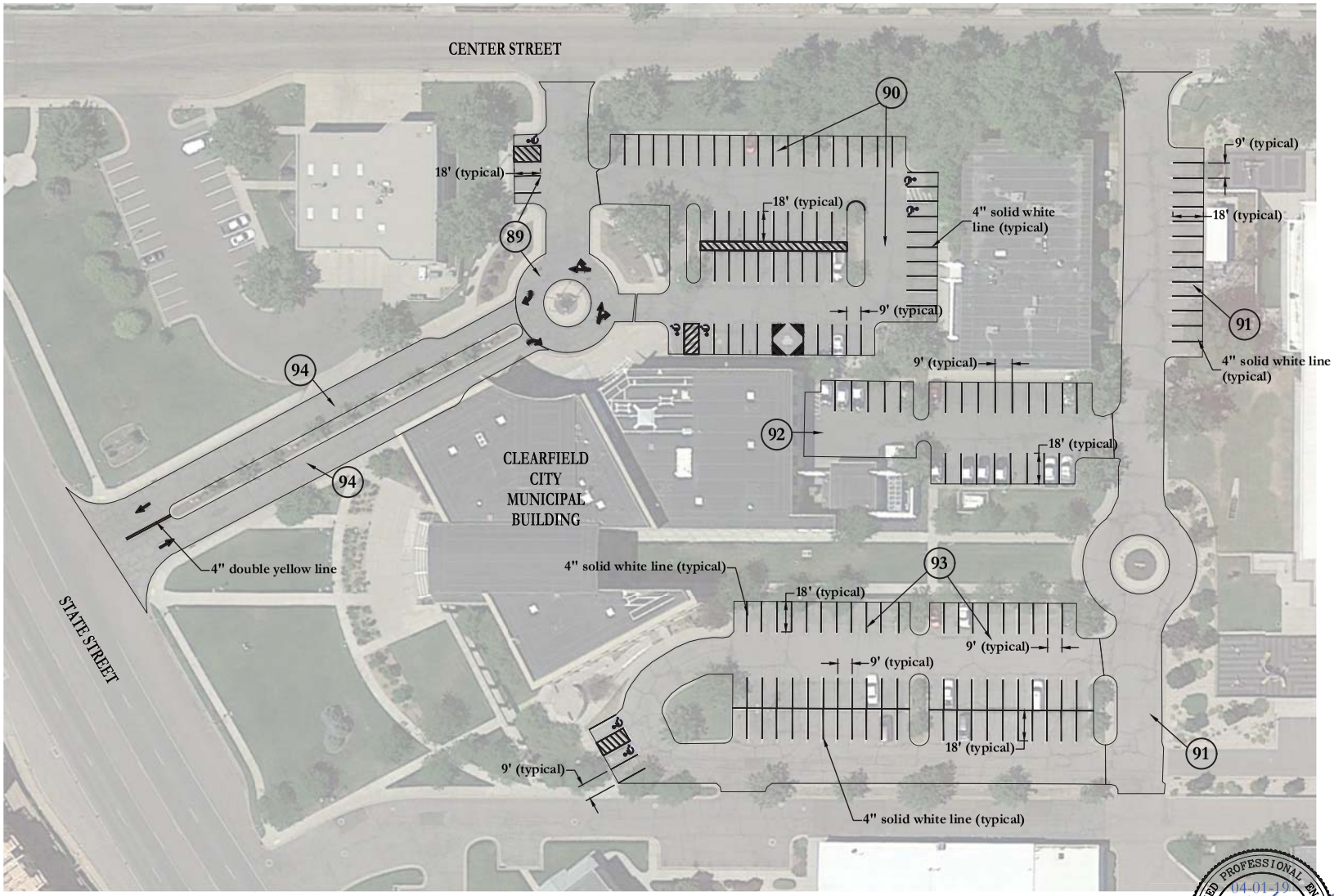
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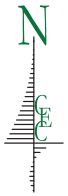
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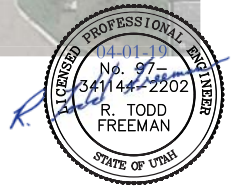
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CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001 ST.dwg
SHEET: 27 of 29

LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 97-341144-2202
R. TODD FREEMAN
STATE OF UTAH




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5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550

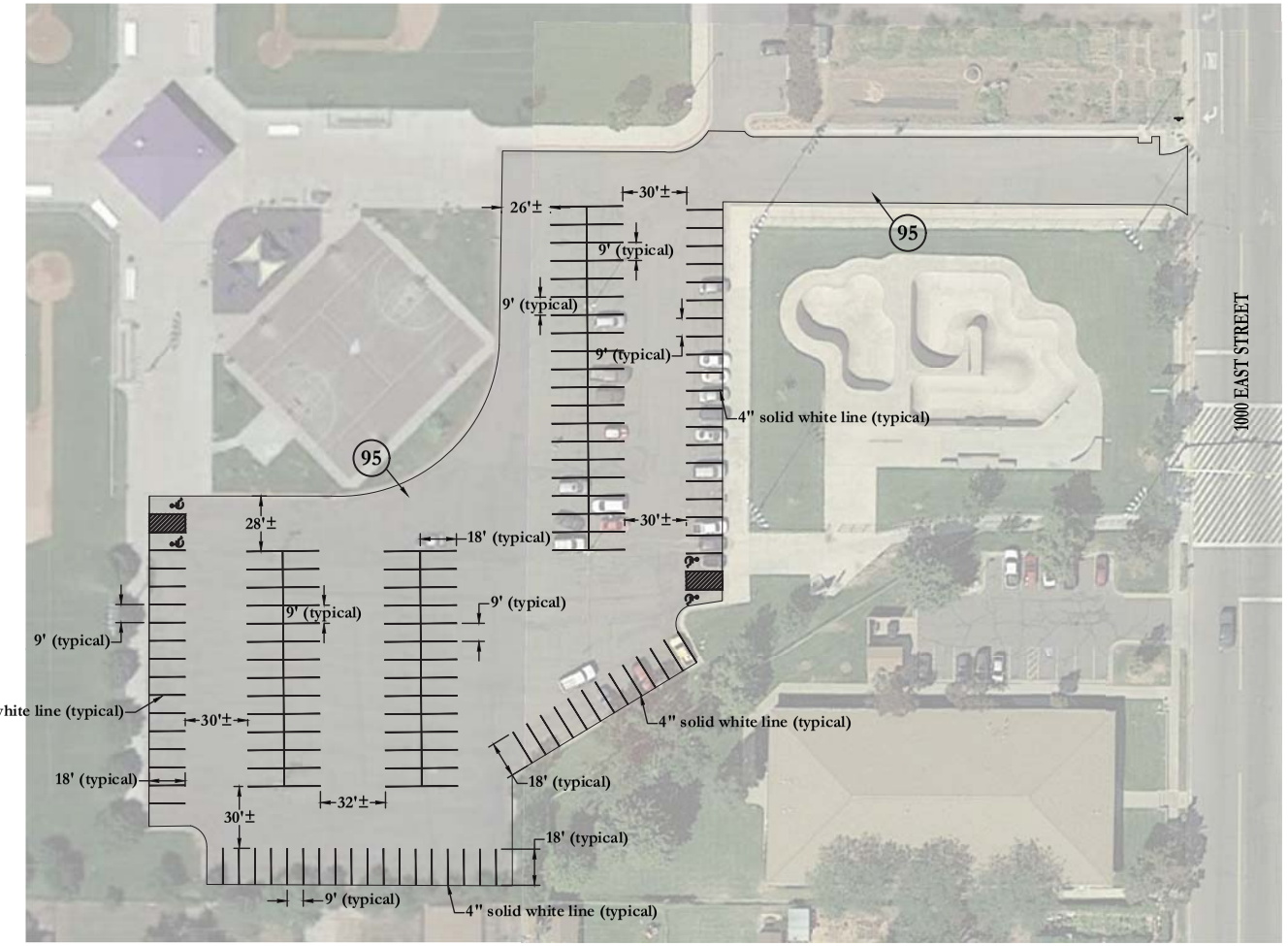
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DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: PARKING LOT 89-94 STRIPING

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 28 of 29




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LICENSED PROFESSIONAL ENGINEER
04-01-19
No. 87-341144-2202
R. TODD FREEMAN
STATE OF UTAH

CIVIL ENGINEERING CONSULTANTS, PLLC.
5141 SOUTH 1500 WEST
RIVERDALE, UT 84405
801.866.0550

| NO. | DATE | BY | REVISIONS |
|---|---|---|---|

DATE: MARCH 2019
DRAWN: JLS
CHECKED: RTF

PROJECT / LOCATION: 2019 ROADWAY MAINTENANCE PROJECT CLEARFIELD CITY, UTAH

TITLE: PARKING LOT 95 STRIPING

CLIENT: CLEARFIELD CITY
PROJECT NUMBER: CC.19001
FILE: ~cc19001.dwg
SHEET: 29 of 29

# STAFF REPORT

**To:** Mayor Shepherd and City Council Members

**From:** Rich Knapp, Finance Manager

**Meeting Date:** May 14, 2019

**Subject:** Fiscal Year 2020 Tentative Budget

---

## Recommended Action

Staff recommends the City Council adopt the FY 2020 Tentative Budget.

## Description / Background

Before each budget year begins, local governments are to prepare a tentative budget for each major fund. Major funds include (a) the general fund, (b) special revenue funds, (c) debt service funds, (d) capital project funds, (e) proprietary funds, and any other fund or funds deemed significant. The tentative budget for each fund shall contain estimates of all anticipated revenues and all appropriations for expenditures.

## Impact

**a. Fiscal**

The final adopted budget is a legally binding financial plan. The proposed budget has total revenues and transfers equal to $35,974,168 in addition to $13,916,060 use of fund balance, equaling $49,890,228 in total sources. Total appropriations equal $46,731,036.

**b. Operations / Service Delivery**

## Schedule / Time Constraints

The Tentative Budget must be approved on or before the first scheduled meeting in May, and the final budget must be approved by June 22 if there is no truth in taxation.

## List of Attachments

- Fiscal Year 2020 Tentative Budget




# Clearfield City, Utah

## 2020 Tentative Budget

## Fiscal Year July 1, 2019 - June 30, 2020

Clearfield City

we've got it made

# City Manager's Message

May 14, 2019

To the Honorable Mayor, Members of the City Council, and Residents of Clearfield City:

It is my pleasure to present the Fiscal Year 2020 budget for Clearfield City. This budget document provides detailed information concerning the financial condition and activity of the City government. We are committed to providing the highest quality services in a manner that is both efficient and transparent.

All budget decisions reflect Clearfield City's commitment to providing quality municipal services; improving Clearfield's image, livability and economy; and maintaining a highly motivated and well-trained workforce.

Clearfield City continues to be financially healthy, and fiscal responsibility and sustainability is reflected in the FY2020 budget. The City anticipates increased revenue in FY2020, allowing enhanced service levels and solid reserves. The City anticipates a $250,000 increase in sales tax receipts from a strong Utah economy. A $250,000 increase to energy use tax is also projected.

As part of maintaining a highly motivated and well-trained workforce, the FY2020 budget includes a market/merit increase to wages and a projected 18% increase in health insurance premiums. These increases are essential to provide the compensation and benefits that are necessary to attract and retain highly qualified employees.

We are excited to be able to provide better services to our residents by adding a grant-funded Victim Housing Advocate and a half-grant-funded Community Resource Officer. The budget also includes a part-time Planning Tech, a part-time Digital Media Specialist, and a temporary position to revamp the City's website. These changes will help the organization accomplish the goals set forth in the strategic plan.

The budget also includes funds for important capital projects, including $400,000 in street surface treatments, $250,000 cemetery expansion, $350,000 Steed Park refurbishment and the addition of pickleball courts. Several parks' restrooms and pavilions will be renovated, and irrigation will be improved. To a significant extent, reserves are being used for these one-time costs.

I would like to thank our Finance Division who helped prepare this budget. I would also like to thank the Department Heads and their staff for their constant efforts in providing the highest level of service with fiscal responsibility and accountability.

Respectfully,



JJ Allen
City Manager

# FY20 Budget Highlights

## Revenues

$250k increase to Sales Tax
$250k increase to Energy Use Tax
$30k decrease Telecom Tax
$90k increase to Class C (Fuel Tax)
$129k increase in State Grants - $108k VOCA
$50k decrease in Fines/Forfeitures
$40k decrease in Aquatic Center Revenues
$2.36 million use of Unrestricted Fund Balance for one-time expenses
Ending Unrestricted Fund Balance 17.7% of revenues, $142k over 2 month operating exp
General Fund Operating surplus $68k
City utility rate Increase in January 2020 .92 cents per month
Garbage & Recycling-up $2 per garbage can, up .90 cents recycling
} Enterprise Funds Only

## Personnel

Market/Merit Increase 1.5%
Pay grade shift 3%
18% Health Insurance Increase - not final - initial estimate was 22%
FT VOCA Victim Housing Advocate - Grant funded
FT Community Resource Officer - half grant funded
PT Planning Tech
PT Digital Media Specialist
PT Website - one time expense
Shortened Progression for Officers

## Capital Projects

$400k Street Surface Treatment for third year - FY17 was $200k
$4.6 mill 500 W, 1700 S to 2000 S - $4.3 mill grant
$1 mill 350 S, State to Depot - $280k streets, $220k water, $290k sewer, $210 storm
$375k 1000 W, 700 S to 1700 S Mill & Fill - with Syracuse
$120k Replace HVAC unit in server room
$85k Arts Center Electrical Upgrade
$100k Parks Replace Irrigation Central Control
$100k Parks Replace/Add master valves and flow meter for all parks
$100k Parks renovate existing restrooms & pavillions at N Steed, Islandview, Kiwanis
$350k Parks refurb & add pickleball courts South Steed Park
$250k Cemetery Expansion - $250k additional in future years
$125k Aquatic & Fitness Center flooring
$730k Water & Storm 1100 S, 1500 E to 1700 E
$500k Sewer G Street Phase 3
$550k Storm Legend Hills Dev. Area - detention basin & install 15"
} Enterprise Funds Only

# General Fund Budget Summary

| | | FY20 |
|---|---|---|
| **Sources** | | |
| Revenues | $ | 16,747,314 |
| Transfer In | $ | 1,243,317 |
| Use of Restricted | $ | 1,125,000 |
| **Total Sources** | **$** | **19,115,631** |
| **Expenditures** | | |
| Personnel | $ | 10,947,772 |
| Materials & Services | $ | 4,484,463 |
| Debt | $ | 1,414,718 |
| Total Operating & Debt | $ | 16,846,953 |
| One-time Operations Expense | $ | 189,000 |
| CDBG | $ | 158,101 |
| Mabey Place Construction | $ | 1,000,000 |
| Capital | $ | 3,260,781 |
| Total One-time Expenses | $ | 4,607,882 |
| **Total Expenditures** | **$** | **21,454,835** |
| **Use of Available Reserves** | **$** | **(2,339,204)** |
| Est Beg Unrestricted Balance | $ | 5,316,199 |
| End Unrestricted Fund Balance | $ | 2,976,995 |
| Unrestrctd % of Revenues | | 17.8% |

GFOA Recommendation - maintain unrestricted fund balance of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.

| Two Month Operating Exp | |
|---|---|
| $ | 2,807,826 |

| Amount Above Two Mnth Oper | |
|---|---|
| $ | 169,170 |

# FY2020 Revenue Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **General Fund** | | | | | |
| **Taxes** | **$9,554,262** | **$10,191,812** | **$9,504,000** | **$10,033,000** | **$529,000** |
| 311001 Current General Property | $1,701,681 | $1,681,136 | $1,517,000 | $1,541,000 | $24,000 |
| 311002 Vehicle Value Based Tax | $155,805 | $165,518 | $145,000 | $115,000 | $30,000 |
| 312001 Delinquent Taxes Prior Yr | $48,683 | $160,604 | $50,000 | $55,000 | $5,000 |
| 313001 General Sales & Use Taxes | $4,160,190 | $4,486,220 | $4,250,000 | $4,500,000 | $250,000 |
| 313002 Energy Use Tax | $2,377,830 | $2,548,154 | $2,500,000 | $2,750,000 | $250,000 |
| 313003 PARAT Tax | $223,034 | $252,762 | $205,000 | $225,000 | $20,000 |
| 314002 CaTV Franchise Taxes | $153,435 | $163,422 | $140,000 | $150,000 | $10,000 |
| 314003 Utility Franchise Taxes | $441,260 | $479,437 | $440,000 | $470,000 | $30,000 |
| 314004 Muni Telecom License Tax | $284,934 | $246,630 | $250,000 | $220,000 | $30,000 |
| 315001 Transient Room Tax | $7,411 | $7,928 | $7,000 | $7,000 | $0 |
| **Licenses & Permits** | **$532,113** | **$329,146** | **$338,200** | **$377,200** | **$39,000** |
| 321001 Business Licenses | $98,041 | $108,203 | $90,000 | $100,000 | $10,000 |
| 321002 Landlord Registration | $51,965 | $58,312 | $51,500 | $51,500 | $0 |
| 322002 Sign Permits | $1,399 | $1,545 | $2,200 | $2,200 | $0 |
| 322101 Building Permits | $335,531 | $114,808 | $150,000 | $175,000 | $25,000 |
| 322102 Electrical,Plumbing & Gas | $11,970 | $14,572 | $20,000 | $20,000 | $0 |
| 322103 Excavation Permits | $2,420 | $1,900 | $1,600 | $1,600 | $0 |
| 322104 Demolition Permits | $750 | $450 | $900 | $900 | $0 |
| 322105 Inspection Fees | $5,993 | $5,405 | $2,000 | $4,000 | $2,000 |
| 322401 Cemetery & Burial Permits | $24,044 | $23,950 | $20,000 | $22,000 | $2,000 |
| **Intergovernmental** | **$1,595,622** | **$1,483,139** | **$1,758,105** | **$1,878,232** | **$120,127** |
| 331001 Federal Grants | $2,400 | $0 | $0 | $0 | $0 |
| 331006 CDBG Grant Revenue | $78,681 | $41,899 | $319,098 | $197,625 | $121,473 |
| 334001 State Grants | $179,018 | $79,882 | $113,007 | $250,477 | $137,470 |
| 335001 B&C Roads | $979,777 | $977,906 | $960,000 | $1,050,000 | $90,000 |
| 335002 Liquor Fund Allotment | $32,660 | $31,515 | $31,000 | $31,130 | $130 |
| 335003 County Transportation | $323,086 | $351,939 | $335,000 | $349,000 | $14,000 |
| **Charges for Services** | **$2,184,250** | **$2,216,798** | **$2,225,500** | **$2,244,000** | **$18,500** |
| 341001 Zoning & Subdivision | $35,712 | $22,801 | $30,000 | $30,000 | $0 |
| 341002 Plan Checking Fee | $106,557 | $28,562 | $20,000 | $28,000 | $8,000 |
| 342001 Special Police Services | $22,968 | $39,129 | $28,000 | $34,000 | $6,000 |
| 342002 Davis SD Police Protectio | $49,000 | $71,000 | $65,000 | $65,000 | $0 |
| 342003 Dui/Seatbelt (Overtime Re | $21,352 | $30,274 | $21,500 | $20,000 | $1,500 |
| 342004 E-911 Service Fees | $199,338 | $300,700 | $295,000 | $295,000 | $0 |
| 342006 Dispatch Services | $85,008 | $85,008 | $85,000 | $85,000 | $0 |
| 342007 Metro Narcotics Ovt | $5,922 | $11,387 | $12,000 | $14,000 | $2,000 |
| 343002 MIDA | $6,458 | $8,811 | $6,000 | $10,000 | $4,000 |
| 347001 Aquatic & Fitness Center | $1,323,728 | $1,292,045 | $1,340,000 | $1,300,000 | $40,000 |
| 347003 Recreation | $316,611 | $310,428 | $310,000 | $350,000 | $40,000 |
| 348001 Cemetery Plots | $11,598 | $16,654 | $11,000 | $11,000 | $0 |
| 349002 NDFD Billing | $0 | $0 | $2,000 | $2,000 | $0 |

# FY2020 Revenue Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **Fines & Forfeitures** | **$677,527** | **$770,583** | **$774,000** | **$753,000** | **$21,000** |
| 351001 Fines/Forfeitures | $465,554 | $491,952 | $525,000 | $475,000 | $50,000 |
| 351003 Code Enforcement Fines | $1,375 | $1,275 | $10,000 | $9,000 | $1,000 |
| 353001 Fees/Costs/Contempt | $193,740 | $257,615 | $220,000 | $250,000 | $30,000 |
| 353002 Court Security Fees | $16,857 | $18,598 | $18,000 | $18,000 | $0 |
| 353003 Misc Court Cost Reimb | $0 | $1,143 | $1,000 | $1,000 | $0 |
| **Miscellaneous** | **$2,749,925** | **$7,609,518** | **$273,250** | **$292,750** | **$19,500** |
| 361001 Interest Earnings | $139,774 | $117,030 | $45,000 | $60,000 | $15,000 |
| 361005 Unrealized Gains & Losses | $65,446 | $119,409 | $0 | $0 | $0 |
| 362001 Community Service Rentals | $89,443 | $93,325 | $80,000 | $90,000 | $10,000 |
| 362002 Rent/Lease Revenues | $0 | $1,250 | $0 | $0 | $0 |
| 364001 Sale Of Fixed Assets G/L | $7,894 | $0 | $0 | $0 | $0 |
| 367001 Bond Proceeds | $2,423,270 | $7,277,076 | $0 | $0 | $0 |
| 369001 Misc Revenues | $93,479 | $76,559 | $45,000 | $65,000 | $20,000 |
| 369003 Donation Revenue | $47,312 | $112,576 | $100,000 | $77,000 | $23,000 |
| 369004 Return Check Fees | $1,839 | $700 | $750 | $750 | $0 |
| 369005 One Time Misc Revenue | $11,226 | $50,412 | $0 | $0 | $0 |
| 369007 Claims And Damages | $1,134 | $0 | $2,500 | $0 | $2,500 |
| **Utility Charges** | **$107,761** | **$111,048** | **$100,000** | **$100,000** | **$0** |
| 371007 Commercial Fire Protect | $107,761 | $111,048 | $100,000 | $100,000 | $0 |
| **Other Sources** | **$2,091,516** | **$2,218,067** | **$2,309,989** | **$2,312,449** | **$2,460** |
| 381002 Trnf CDRA Sales Tax Bond | $648,636 | $767,803 | $772,482 | $774,208 | $1,726 |
| 381003 Trnf EF Sales Tax Bond | $142,509 | $156,148 | $157,099 | $156,678 | $421 |
| 381005 Trnf from EF | $91,165 | $90,899 | $100,000 | $105,000 | $5,000 |
| 381007 Trnf from Fund 70 | $27,567 | $0 | $0 | $0 | $0 |
| 382001 Trnf from CDRA | $161,771 | $170,867 | $211,276 | $207,431 | $3,845 |
| 382002 EF Indirect Cost Alloc | $1,015,840 | $1,028,347 | $1,065,132 | $1,065,132 | $0 |
| 382003 Pay In Lieu Davis County | $4,028 | $4,004 | $4,000 | $4,000 | $0 |
| **General Fund Sum** | **$19,492,976** | **$24,930,112** | **$17,283,044** | **$17,990,631** | **$707,587** |

# FY2020 Revenue Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **CDRA** | | | | | |
| **Taxes** | **$1,391,019** | **$1,492,549** | **$2,200,732** | **$2,418,099** | **$217,367** |
| 311103 EDA #3 - ATK | $0 | $217,335 | $925,518 | $774,374 | $151,144 |
| 311106 RDA #6 | $243,741 | $243,238 | $243,238 | $201,041 | $42,197 |
| 311107 RDA #7 | $340,680 | $184,839 | $184,839 | $243,537 | $58,698 |
| 311108 RDA #8 | $171,052 | $211,716 | $211,716 | $251,529 | $39,813 |
| 311109 RDA #9 | $322,439 | $331,267 | $331,267 | $341,201 | $9,934 |
| 311110 RDA #10 | $313,107 | $304,154 | $304,154 | $332,184 | $28,030 |
| 311111 CDA #1 - Clfd Station | $0 | $0 | $0 | $274,233 | $274,233 |
| **Intergovernmental** | **$0** | **$0** | **$25,000** | **$0** | **$25,000** |
| 337001 Local Grants | $0 | $0 | $25,000 | $0 | $25,000 |
| **Miscellaneous** | **$64,247** | **$106,018** | **$35,000** | **$75,000** | **$40,000** |
| 361001 Interest Earnings | $60,247 | $99,818 | $30,000 | $75,000 | $45,000 |
| 362002 Rent Revenues | $4,000 | $4,000 | $4,000 | $0 | $4,000 |
| 364001 Sale Of Fixed Assets G/L | $0 | $0 | $0 | $0 | $0 |
| 369001 Misc Revenues | $0 | $2,200 | $1,000 | $0 | $1,000 |
| **CDRA Sum** | **$1,455,266** | **$1,598,567** | **$2,260,732** | **$2,493,099** | **$232,367** |
| **GO Debt** | | | | | |
| **Taxes** | **$786,395** | **$827,448** | **$727,352** | **$707,576** | **$19,776** |
| 311001 Current General Property | $786,395 | $827,448 | $727,352 | $707,576 | $19,776 |
| **Other Sources** | **$360,970** | **$356,850** | **$358,248** | **$348,249** | **$9,999** |
| 381005 Trnf from EF | $360,970 | $356,850 | $358,248 | $348,249 | $9,999 |
| **GO Debt Sum** | **$1,147,365** | **$1,184,298** | **$1,085,600** | **$1,055,825** | **$29,775** |
| **Parks IF Capital** | | | | | |
| **Licenses & Permits** | **$437,006** | **$53,484** | **$60,000** | **$60,000** | **$0** |
| 323004 Park Impact Fees | $437,006 | $53,484 | $60,000 | $60,000 | $0 |
| **Miscellaneous** | **$812** | **$13,307** | **$3,000** | **$3,000** | **$0** |
| 361001 Interest Earnings | $812 | $13,307 | $3,000 | $3,000 | $0 |
| **Other Sources** | **$190,000** | **$0** | **$0** | **$0** | **$0** |
| 381004 Trnf from GF | $190,000 | $0 | $0 | $0 | $0 |
| **Parks IF Capital Sum** | **$627,818** | **$66,791** | **$63,000** | **$63,000** | **$0** |
| **Capital Project Fund** | | | | | |
| **Intergovernmental** | **$54,000** | **$0** | **$0** | **$0** | **$0** |
| 331008 UDOT Revenue | $54,000 | $0 | $0 | $0 | $0 |
| **Miscellaneous** | **$11,225** | **$74,843** | **$15,000** | **$15,000** | **$0** |
| 361001 Interest Earnings | $11,225 | $31,954 | $15,000 | $15,000 | $0 |
| 369005 One Time Misc Revenue | $0 | $42,889 | $0 | $0 | $0 |
| **Other Sources** | **$1,494,000** | **$1,382,200** | **$1,459,237** | **$1,321,500** | **$137,737** |
| 381004 Trnf from GF | $1,494,000 | $1,382,200 | $1,459,237 | $1,321,500 | $137,737 |
| **Capital Project Fund Sum** | **$1,559,225** | **$1,457,043** | **$1,474,237** | **$1,336,500** | **$137,737** |

# FY2020 Revenue Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **Utility Admin** | | | | | |
| **Miscellaneous** | **$152,777** | **$176,461** | **$160,000** | **$160,000** | **$0** |
| 361001 Interest Earnings | $14,128 | $22,776 | $20,000 | $20,000 | $0 |
| 369004 Return Check Fees | $0 | $780 | $0 | $0 | $0 |
| 369006 Late Fees/Penalty | $138,649 | $152,905 | $140,000 | $140,000 | $0 |
| **Utility Charges** | **$15,853** | **$17,632** | **$20,000** | **$20,000** | **$0** |
| 371001 Water Charges | $81 | $133 | $0 | $0 | $0 |
| 371005 Water Service Fees | $15,934 | $17,765 | $20,000 | $20,000 | $0 |
| **Other Sources** | **$186,128** | **$148,978** | **$213,615** | **$213,615** | **$0** |
| 381005 Trnf from EF | $186,128 | $148,978 | $213,615 | $213,615 | $0 |
| **Utility Admin Sum** | **$354,758** | **$343,070** | **$393,615** | **$393,615** | **$0** |
| **Water** | | | | | |
| **Licenses & Permits** | **$118,290** | **$24,390** | **$25,000** | **$25,000** | **$0** |
| 323001 Water Impact Fees | $118,290 | $24,390 | $25,000 | $25,000 | $0 |
| **Miscellaneous** | **$100,077** | **$85,324** | **$30,000** | **$30,000** | **$0** |
| 361001 Interest Earnings | $52,857 | $83,301 | $30,000 | $30,000 | $0 |
| 361002 Interest On Bonds | $0 | $0 | $0 | $0 | $0 |
| 364001 Sale Of Fixed Assets G/L | $154,998 | $0 | $0 | $0 | $0 |
| 367002 Bond Premium | $0 | $2,023 | $0 | $0 | $0 |
| 369001 Misc Revenues | $2,064 | $0 | $0 | $0 | $0 |
| **Utility Charges** | **$3,498,767** | **$3,642,991** | **$3,639,000** | **$3,663,500** | **$24,500** |
| 371001 Water Charges | $3,389,117 | $3,542,516 | $3,525,000 | $3,550,000 | $25,000 |
| 371003 Water Meter Connection | $18,179 | $9,551 | $13,000 | $13,000 | $0 |
| 371006 Fire Hydrant Meter Rental | $306 | $25 | $1,000 | $500 | $500 |
| 371008 Water Charges-City | $91,165 | $90,899 | $100,000 | $100,000 | $0 |
| **Water Sum** | **$3,516,980** | **$3,752,706** | **$3,694,000** | **$3,718,500** | **$24,500** |
| **Sewer** | | | | | |
| **Licenses & Permits** | **$96,142** | **$24,002** | **$40,000** | **$40,000** | **$0** |
| 323002 Sewer Impact Fees | $96,142 | $24,002 | $40,000 | $40,000 | $0 |
| **Miscellaneous** | **$146,921** | **$41,073** | **$7,000** | **$7,000** | **$0** |
| 361001 Interest Earnings | $25,946 | $39,762 | $7,000 | $7,000 | $0 |
| 364001 Sale Of Fixed Assets G/L | $175,021 | $0 | $0 | $0 | $0 |
| 369001 Misc Revenues | $2,154 | $1,311 | $0 | $0 | $0 |
| **Utility Charges** | **$3,999,611** | **$4,471,947** | **$4,450,000** | **$4,450,000** | **$0** |
| 372001 Sewer Charges | $3,999,611 | $4,471,947 | $4,450,000 | $4,450,000 | $0 |
| **Other Sources** | **$0** | **$0** | **$0** | **$0** | **$0** |
| 381001 Trnf Other Funds | $0 | $0 | $0 | $0 | $0 |
| **Sewer Sum** | **$3,948,832** | **$4,537,022** | **$4,497,000** | **$4,497,000** | **$0** |

# FY2020 Revenue Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **Storm** | | | | | |
| **Licenses & Permits** | **$77,507** | **$1,732** | **$3,500** | **$3,500** | **$0** |
| 323003 Storm Water Impact Fees | $77,507 | $1,732 | $3,500 | $3,500 | $0 |
| **Charges for Services** | **$2,319** | **$2,319** | **$2,320** | **$2,320** | **$0** |
| 343002 MIDA | $2,319 | $2,319 | $2,320 | $2,320 | $0 |
| **Miscellaneous** | **$35,344** | **$58,553** | **$10,000** | **$10,000** | **$0** |
| 361001 Interest Earnings | $35,344 | $58,347 | $10,000 | $10,000 | $0 |
| 369001 Misc Revenues | $0 | $206 | $0 | $0 | $0 |
| **Utility Charges** | **$978,778** | **$1,021,895** | **$1,040,000** | **$1,060,000** | **$20,000** |
| 373001 Storm Water Charges | $978,778 | $1,021,895 | $1,040,000 | $1,060,000 | $20,000 |
| **Storm Sum** | **$1,093,948** | **$1,084,499** | **$1,055,820** | **$1,075,820** | **$20,000** |
| **Garbage** | | | | | |
| **Miscellaneous** | **$14,488** | **$20,624** | **$4,000** | **$4,000** | **$0** |
| 361001 Interest Earnings | $14,488 | $20,624 | $4,000 | $4,000 | $0 |
| **Utility Charges** | **$1,408,998** | **$1,413,770** | **$1,425,000** | **$1,617,000** | **$192,000** |
| 374001 Garbage Charges | $1,408,998 | $1,413,770 | $1,425,000 | $1,617,000 | $192,000 |
| **Garbage Sum** | **$1,423,485** | **$1,434,395** | **$1,429,000** | **$1,621,000** | **$192,000** |
| **Fleet** | | | | | |
| **Charges for Services** | **$693,987** | **$886,169** | **$1,185,208** | **$1,420,058** | **$234,850** |
| 344001 Fleet Charges From GF | $139,049 | $145,488 | $144,120 | $144,120 | $0 |
| 344002 Fleet Charges From Water | $30,601 | $32,657 | $28,923 | $28,923 | $0 |
| 344003 Fleet Charges From Sewer | $15,093 | $14,723 | $13,039 | $13,039 | $0 |
| 344004 Fleet Charges Storm Water | $8,221 | $8,171 | $7,236 | $7,236 | $0 |
| 344005 Fleet Charges Utility Adm | $0 | $0 | $0 | $0 | $0 |
| 345001 Consum. Chrgs From Gf | $166,607 | $203,748 | $238,890 | $238,890 | $0 |
| 345002 Consum. Chrgs From Water | $30,924 | $35,010 | $38,000 | $38,000 | $0 |
| 345003 Consum. Chrgs From Sewer | $20,217 | $17,469 | $25,000 | $25,000 | $0 |
| 345004 Consum. Chrgs Storm Water | $24,097 | $5,428 | $16,500 | $16,500 | $0 |
| 345005 Consum. Chrgs Util Admin | $0 | $0 | $0 | $0 | $0 |
| 345006 Consum. Chrgs Outside Ser | $5,595 | $975 | $13,000 | $13,000 | $0 |
| 346001 Vehicle&Equip Replace GF | $173,100 | $359,500 | $319,000 | $355,650 | $36,650 |
| 346002 Vehicle&Equip Replace Wtr | $22,400 | $31,500 | $63,500 | $261,700 | $198,200 |
| 346003 Vehicle&Equip Replace Swr | $20,081 | $31,500 | $38,000 | $38,000 | $0 |
| 346004 Vehicle&Equip Replc Strm | $38,000 | $0 | $240,000 | $240,000 | $0 |
| 346005 Vehicle Replacement Util | $0 | $0 | $0 | $0 | $0 |
| 346006 Vehicle&Equip Replc Garga | $0 | $0 | $0 | $0 | $0 |
| **Miscellaneous** | **$1,020** | **$1,798** | **$12,000** | **$12,000** | **$0** |
| 364001 Sale Of Fixed Assets G/L | $9,292 | $16,855 | $0 | $0 | $0 |
| 365001 Fuel Charges | $10,150 | $14,247 | $12,000 | $12,000 | $0 |
| 369001 Misc Revenues | $161 | $810 | $0 | $0 | $0 |
| **Other Sources** | **$0** | **$0** | **$0** | **$0** | **$0** |
| 381001 Trnf Other Funds | $0 | $0 | $0 | $0 | $0 |
| **Fleet Sum** | **$695,006** | **$884,371** | **$1,197,208** | **$1,432,058** | **$234,850** |

# FY2020 Revenue Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **Risk** | | | | | |
| **Charges for Services** | **$262,105** | **$251,362** | **$286,920** | **$286,920** | **$0** |
| 344006 Risk Mgmt Charges - GF | $190,593 | $192,512 | $216,462 | $216,462 | $0 |
| 344007 Risk Mgmt Charges - Water | $34,007 | $29,377 | $34,290 | $34,290 | $0 |
| 344008 Risk Mgmt Charges - Sewer | $17,307 | $14,901 | $18,864 | $18,864 | $0 |
| 344009 Risk Mgmt Charges - Storm | $10,229 | $5,484 | $7,347 | $7,347 | $0 |
| 344010 Risk Mgmt Charges - Utili | $1,465 | $0 | $0 | $0 | $0 |
| 344011 Risk Mgmt Charges - Fleet | $2,319 | $2,801 | $2,971 | $2,971 | $0 |
| 344012 Risk Mgmt Charges - CDRA | $0 | $0 | $0 | $0 | $0 |
| 344013 Risk Mgmt Charges - Garba | $6,186 | $6,288 | $6,986 | $6,986 | $0 |
| **Miscellaneous** | **$16,461** | **$0** | **$0** | **$0** | **$0** |
| 369001 Misc Revenues | $572 | $0 | $0 | $0 | $0 |
| 369007 Claims And Damages | $15,889 | $0 | $0 | $0 | $0 |
| **Risk Sum** | **$278,566** | **$251,362** | **$286,920** | **$286,920** | **$0** |
| **Cemetery** | | | | | |
| **Charges for Services** | **$11,750** | **$15,300** | **$9,000** | **$9,000** | **$0** |
| 348002 Perpetual Care | $11,750 | $15,300 | $9,000 | $9,000 | $0 |
| **Miscellaneous** | **$2,071** | **$2,562** | **$1,200** | **$1,200** | **$0** |
| 361001 Interest Earnings | $2,071 | $2,562 | $1,200 | $1,200 | $0 |
| **Cemetery Sum** | **$13,821** | **$17,862** | **$10,200** | **$10,200** | **$0** |
| **Grand Total** | **$35,608,046** | **$41,542,098** | **$34,730,376** | **$35,974,168** | **$1,243,792** |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **104111 Mayor & Council** | | | | | |
| **Personnel** | **$142,866** | **$153,239** | **$162,835** | **$176,130** | **$13,295** |
| 611101 Full-Time Employees | $69,214 | $77,699 | $75,379 | $79,080 | $3,701 |
| 613101 FICA | $4,355 | $5,104 | $5,767 | $5,545 | -$222 |
| 613201 Utah Retirement Systems | $12,227 | $12,227 | $12,678 | $12,190 | -$488 |
| 613301 Health Insurance | $50,580 | $51,560 | $62,595 | $72,329 | $9,734 |
| 613302 Dental Insurance | $4,411 | $4,331 | $4,243 | $4,243 | $0 |
| 613304 Vision Insurance | $1,015 | $931 | $912 | $912 | $0 |
| 613401 Worker's Compensation | $925 | $801 | $831 | $799 | -$32 |
| 613601 LTD, ADD, & Life | $0 | $220 | $0 | $0 | $0 |
| 613801 Administration Fee | $0 | $27 | $72 | $72 | $0 |
| 614101 Clothing Allow - FT | $140 | $338 | $360 | $960 | $600 |
| **Operations** | **$80,170** | **$88,675** | **$106,775** | **$108,805** | **$2,030** |
| 621201 Membership Dues | $18,750 | $18,684 | $19,325 | $20,494 | $1,169 |
| 621301 Training & Registration | $5,083 | $5,490 | $8,605 | $9,775 | $1,170 |
| 623101 In-State Lodging | $1,107 | $472 | $1,800 | $1,500 | -$300 |
| 623102 In-State Meals | $408 | $306 | $918 | $660 | -$258 |
| 623103 In-State Transportation | $447 | $366 | $750 | $816 | $66 |
| 623501 Out-Of-State Lodging | $1,377 | $3,916 | $6,600 | $6,600 | $0 |
| 623502 Out-Of-State Meals | $552 | $1,615 | $2,800 | $2,800 | $0 |
| 623503 Out-Of-State Transport | $1,616 | $3,034 | $3,600 | $3,600 | $0 |
| 623505 Out-Of-State Misc | $0 | $54 | $500 | $500 | $0 |
| 624001 Office Supplies | $0 | $97 | $0 | $0 | $0 |
| 624006 Postage / Mailing | $101 | $0 | $0 | $0 | $0 |
| 631003 Insurance Fees | $1,581 | $1,821 | $1,627 | $1,660 | $33 |
| 631006 Contracted Services | $244 | $0 | $0 | $0 | $0 |
| 645001 Special Department Allow | -$45 | $150 | $0 | $0 | $0 |
| 645002 Donation Expenditures | $200 | $0 | $2,500 | $2,500 | $0 |
| 662001 Miscellaneous Services | $101 | $91 | $0 | $0 | $0 |
| 663001 Contingency | $3,294 | $7,887 | $10,000 | $5,000 | -$5,000 |
| 664001 Council Expense | $45,355 | $44,302 | $46,750 | $51,900 | $5,150 |
| 664002 Youth Council Expense | $0 | $391 | $1,000 | $1,000 | $0 |
| **104111 Mayor & Council Sum** | **$223,036** | **$241,915** | **$269,610** | **$284,935** | **$15,325** |
| **104121 Justice Court** | | | | | |
| **Personnel** | **$355,787** | **$376,356** | **$402,417** | **$407,529** | **$5,112** |
| 611101 Full-Time Employees | $209,802 | $218,755 | $227,986 | $219,721 | -$8,265 |
| 611201 Overtime | $45 | $99 | $100 | $105 | $5 |
| 611501 Part-Time | $30,772 | $32,808 | $37,354 | $40,673 | $3,319 |
| 613101 FICA | $17,372 | $18,143 | $20,299 | $19,928 | -$371 |
| 613201 Utah Retirement Systems | $37,648 | $39,250 | $40,700 | $38,409 | -$2,291 |
| 613301 Health Insurance | $52,167 | $59,041 | $66,959 | $79,617 | $12,658 |
| 613302 Dental Insurance | $4,504 | $4,732 | $4,636 | $4,637 | $1 |
| 613304 Vision Insurance | $1,037 | $1,047 | $1,025 | $1,025 | $0 |
| 613401 Worker's Compensation | $249 | $206 | $216 | $212 | -$4 |
| 613601 LTD, ADD, & Life | $2,006 | $2,066 | $2,596 | $2,596 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 613701 Employee Asst Progr | $126 | $150 | $144 | $144 | $0 |
| 613801 Administration Fee | $59 | $58 | $102 | $102 | $0 |
| 614101 Clothing Allow - FT | $0 | $0 | $300 | $360 | $60 |
| **Operations** | **$126,976** | **$79,396** | **$92,493** | **$94,276** | **$1,783** |
| 621101 Publications & Subscriptions | $290 | $780 | $700 | $700 | $0 |
| 621201 Membership Dues | $486 | $486 | $320 | $320 | $0 |
| 621301 Training & Registration | $545 | $92 | $560 | $560 | $0 |
| 623101 In-State Lodging | $698 | $1,265 | $1,375 | $1,375 | $0 |
| 623102 In-State Meals | $561 | $663 | $688 | $688 | $0 |
| 623103 In-State Transportation | $0 | $0 | $620 | $642 | $22 |
| 623104 In-State Mileage Reimburs | $643 | $448 | $0 | $0 | $0 |
| 624001 Office Supplies | $4,572 | $3,585 | $4,000 | $5,200 | $1,200 |
| 631003 Insurance Fees | $2,017 | $2,287 | $2,050 | $2,091 | $41 |
| 631004 Bank Fees | $7,686 | $8,980 | $8,080 | $7,450 | -$630 |
| 631006 Contracted Services | $97,798 | $53,951 | $66,000 | $66,000 | $0 |
| 645001 Special Department Allow | $0 | $0 | $1,000 | $500 | -$500 |
| 661001 Miscellaneous Supplies | $4,891 | $94 | $500 | $1,600 | $1,100 |
| 662001 Miscellaneous Services | $6,788 | $6,765 | $6,600 | $7,150 | $550 |
| **104121 Justice Court Sum** | **$482,763** | **$455,752** | **$494,910** | **$501,805** | **$6,895** |
| **104131 City Manager** | | | | | |
| **Personnel** | **$335,755** | **$361,129** | **$374,147** | **$399,049** | **$24,902** |
| 611101 Full-Time Employees | $232,095 | $253,978 | $253,271 | $268,209 | $14,938 |
| 611501 Part-Time | $0 | $0 | $3,770 | $3,900 | $130 |
| 613101 FICA | $17,552 | $19,326 | $19,490 | $20,150 | $660 |
| 613201 Utah Retirement Systems | $42,628 | $43,881 | $46,549 | $49,317 | $2,768 |
| 613301 Health Insurance | $26,571 | $28,916 | $33,480 | $39,708 | $6,228 |
| 613302 Dental Insurance | $2,299 | $2,415 | $2,318 | $2,318 | $0 |
| 613304 Vision Insurance | $523 | $534 | $513 | $513 | $0 |
| 613401 Worker's Compensation | $3,077 | $3,061 | $3,019 | $3,196 | $177 |
| 613601 LTD, ADD, & Life | $964 | $1,319 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $57 | $72 | $72 | $72 | $0 |
| 613801 Administration Fee | $0 | $18 | $48 | $48 | $0 |
| 614101 Clothing Allow - FT | $0 | $56 | $120 | $120 | $0 |
| 614201 Car Allowance | $9,990 | $7,555 | $10,200 | $10,200 | $0 |
| **Operations** | **$22,581** | **$20,973** | **$41,019** | **$42,701** | **$1,682** |
| 621101 Publications & Subscriptions | $0 | $288 | $150 | $150 | $0 |
| 621201 Membership Dues | $996 | $1,809 | $2,100 | $2,190 | $90 |
| 621301 Training & Registration | $3,640 | $2,195 | $3,120 | $3,170 | $50 |
| 623101 In-State Lodging | $1,277 | $449 | $1,200 | $1,000 | -$200 |
| 623102 In-State Meals | $408 | $408 | $408 | $440 | $32 |
| 623103 In-State Transportation | $189 | $208 | $270 | $231 | -$39 |
| 623501 Out-Of-State Lodging | $727 | $1,395 | $2,400 | $2,400 | $0 |
| 623502 Out-Of-State Meals | $640 | $384 | $690 | $610 | -$80 |
| 623503 Out-Of-State Transport | $387 | $413 | $600 | $900 | $300 |
| 623505 Out-Of-State Misc | $107 | $0 | $200 | $200 | $0 |
| 624001 Office Supplies | $1,605 | $85 | $0 | $100 | $100 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 624005 Printing | $0 | $691 | $300 | $300 | $0 |
| 624006 Postage / Mailing | $0 | $0 | $300 | $0 | -$300 |
| 631003 Insurance Fees | $1,368 | $1,604 | $1,381 | $1,410 | $29 |
| 631006 Contracted Services | $944 | $0 | $10,000 | $10,000 | $0 |
| 645001 Special Department Allow | $8,294 | $6,472 | $7,400 | $9,100 | $1,700 |
| 661001 Miscellaneous Supplies | $23 | $752 | $500 | $500 | $0 |
| 663001 Contingency | $1,977 | $3,820 | $10,000 | $10,000 | $0 |
| **104131 City Manager Sum** | **$358,336** | **$382,102** | **$415,167** | **$441,750** | **$26,583** |
| **104132 City Recorder** | | | | | |
| **Personnel** | **$196,226** | **$179,032** | **$185,206** | **$199,207** | **$14,001** |
| 611101 Full-Time Employees | $114,704 | $115,738 | $120,045 | $126,549 | $6,504 |
| 611201 Overtime | $145 | $310 | $500 | $510 | $10 |
| 611501 Part-Time | $33,402 | $562 | $0 | $0 | $0 |
| 613101 FICA | $11,065 | $8,487 | $9,183 | $9,720 | $537 |
| 613201 Utah Retirement Systems | $20,265 | $21,323 | $21,898 | $23,356 | $1,458 |
| 613301 Health Insurance | $12,083 | $27,839 | $29,114 | $35,108 | $5,994 |
| 613302 Dental Insurance | $2,158 | $2,194 | $2,318 | $1,925 | -$393 |
| 613304 Vision Insurance | $420 | $474 | $513 | $399 | -$114 |
| 613401 Worker's Compensation | $219 | $95 | $97 | $102 | $5 |
| 613601 LTD, ADD, & Life | $1,635 | $1,824 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $69 | $75 | $72 | $72 | $0 |
| 613801 Administration Fee | $51 | $18 | $48 | $48 | $0 |
| 614101 Clothing Allow - FT | $8 | $94 | $120 | $120 | $0 |
| **Operations** | **$22,001** | **$17,641** | **$23,771** | **$25,457** | **$1,686** |
| 621101 Publications & Subscriptions | $635 | $644 | $725 | $550 | -$175 |
| 621201 Membership Dues | $1,214 | $749 | $1,080 | $1,080 | $0 |
| 621301 Training & Registration | $1,411 | $1,508 | $2,800 | $2,755 | -$45 |
| 622101 Public Notices | $9,358 | $6,294 | $8,000 | $8,000 | $0 |
| 623101 In-State Lodging | $637 | $0 | $570 | $1,330 | $760 |
| 623102 In-State Meals | $276 | $0 | $306 | $770 | $464 |
| 623103 In-State Transportation | $76 | $0 | $72 | $0 | -$72 |
| 623104 In-State Mileage Reimburs | $76 | $0 | $0 | $360 | $360 |
| 623501 Out-Of-State Lodging | $0 | $0 | $800 | $1,000 | $200 |
| 623502 Out-Of-State Meals | $0 | $0 | $320 | $396 | $76 |
| 623503 Out-Of-State Transport | $0 | $0 | $250 | $350 | $100 |
| 624001 Office Supplies | $2,817 | $2,808 | $2,000 | $2,000 | $0 |
| 624006 Postage / Mailing | $13 | $18 | $100 | $100 | $0 |
| 631003 Insurance Fees | $968 | $993 | $848 | $866 | $18 |
| 631006 Contracted Services | $4,095 | $3,969 | $5,550 | $5,550 | $0 |
| 645001 Special Department Allow | $110 | $285 | $0 | $0 | $0 |
| 662001 Miscellaneous Services | $185 | $174 | $350 | $350 | $0 |
| 664001 Council Expense | $131 | $200 | $0 | $0 | $0 |
| **104132 City Recorder Sum** | **$218,227** | **$196,673** | **$208,977** | **$224,664** | **$15,687** |
| **104133 Legal** | | | | | |
| **Personnel** | **$287,081** | **$324,184** | **$353,803** | **$459,506** | **$105,703** |
| 611101 Full-Time Employees | $193,837 | $214,996 | $222,964 | $272,000 | $49,036 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 611201 Overtime | $117 | $0 | $0 | $0 | $0 |
| 611501 Part-Time | $0 | $0 | $12,500 | $25,000 | $12,500 |
| 613101 FICA | $14,768 | $16,393 | $17,057 | $22,677 | $5,620 |
| 613201 Utah Retirement Systems | $33,606 | $37,620 | $39,035 | $47,759 | $8,724 |
| 613301 Health Insurance | $34,806 | $44,204 | $50,219 | $79,417 | $29,198 |
| 613302 Dental Insurance | $3,004 | $3,549 | $3,477 | $3,478 | $1 |
| 613304 Vision Insurance | $691 | $785 | $769 | $769 | $0 |
| 613401 Worker's Compensation | $199 | $654 | $674 | $1,179 | $505 |
| 613601 LTD, ADD, & Life | $1,030 | $1,062 | $1,947 | $1,947 | $0 |
| 613701 Employee Asst Progr | $93 | $113 | $108 | $108 | $0 |
| 613801 Administration Fee | $0 | $27 | $72 | $72 | $0 |
| 614101 Clothing Allow - FT | $116 | $166 | $180 | $300 | $120 |
| 614201 Car Allowance | $4,814 | $4,614 | $4,800 | $4,800 | $0 |
| **Operations** | **$31,598** | **$18,461** | **$43,252** | **$98,495** | **$55,243** |
| 621101 Publications & Subscriptions | $1,375 | $2,247 | $2,940 | $2,040 | -$900 |
| 621201 Membership Dues | $1,570 | $2,420 | $2,210 | $2,210 | $0 |
| 621301 Training & Registration | $3,285 | $1,758 | $2,675 | $4,450 | $1,775 |
| 623101 In-State Lodging | $3,523 | $2,170 | $3,100 | $4,350 | $1,250 |
| 623102 In-State Meals | $1,238 | $1,129 | $1,122 | $1,705 | $583 |
| 623103 In-State Transportation | $0 | $330 | $908 | $150 | -$758 |
| 623104 In-State Mileage Reimburs | $302 | $771 | $0 | $1,023 | $1,023 |
| 623501 Out-Of-State Lodging | $1,757 | $820 | $2,450 | $3,650 | $1,200 |
| 623502 Out-Of-State Meals | $615 | $564 | $832 | $1,354 | $522 |
| 623503 Out-Of-State Transport | $1,035 | $733 | $1,660 | $2,920 | $1,260 |
| 624001 Office Supplies | $8,681 | $1,121 | $2,500 | $10,409 | $7,909 |
| 631003 Insurance Fees | $1,016 | $1,556 | $1,455 | $1,484 | $29 |
| 631006 Contracted Services | $4,345 | $205 | $4,650 | $4,000 | -$650 |
| 631009 Outside Legal Counsel | $1,984 | $2,081 | $15,000 | $15,000 | $0 |
| 645001 Special Department Allow | $874 | $419 | $1,500 | $43,500 | $42,000 |
| 661001 Miscellaneous Supplies | $0 | $138 | $250 | $250 | $0 |
| **104133 Legal Sum** | **$318,680** | **$342,645** | **$397,054** | **$558,001** | **$160,947** |
| **104141 Human Resources** | | | | | |
| **Personnel** | **$234,968** | **$209,470** | **$185,517** | **$221,082** | **$35,565** |
| 611101 Full-Time Employees | $158,350 | $134,501 | $113,248 | $120,760 | $7,512 |
| 611501 Part-Time | $538 | $446 | $0 | $0 | $0 |
| 613101 FICA | $11,747 | $10,020 | $8,663 | $9,238 | $575 |
| 613201 Utah Retirement Systems | $29,117 | $24,571 | $20,691 | $22,138 | $1,447 |
| 613301 Health Insurance | $25,901 | $28,893 | $33,480 | $49,761 | $16,281 |
| 613302 Dental Insurance | $2,252 | $2,125 | $2,318 | $2,318 | $0 |
| 613304 Vision Insurance | $518 | $422 | $513 | $256 | -$257 |
| 613401 Worker's Compensation | $158 | $110 | $91 | $97 | $6 |
| 613501 Unemployment | $0 | $2,196 | $5,000 | $15,000 | $10,000 |
| 613601 LTD, ADD, & Life | $1,428 | $1,148 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $72 | $69 | $72 | $72 | $0 |
| 613801 Administration Fee | $0 | $164 | $24 | $24 | $0 |
| 614101 Clothing Allow - FT | $0 | $192 | $120 | $120 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 614201 Car Allowance | $4,886 | $4,614 | $0 | $0 | $0 |
| **Operations** | **$48,044** | **$79,660** | **$94,042** | **$104,834** | **$10,792** |
| 621101 Publications & Subscriptions | $450 | $177 | $1,500 | $1,820 | $320 |
| 621201 Membership Dues | $1,061 | $1,314 | $1,270 | $1,300 | $30 |
| 621301 Training & Registration | $899 | $2,098 | $5,950 | $5,900 | -$50 |
| 621401 Educational Reimbursement | $9,226 | $6,461 | $16,000 | $14,000 | -$2,000 |
| 622301 Job Advertisements | $3,378 | $172 | $5,000 | $2,500 | -$2,500 |
| 623102 In-State Meals | $40 | $0 | $300 | $150 | -$150 |
| 623103 In-State Transportation | $0 | $0 | $300 | $150 | -$150 |
| 623104 In-State Mileage Reimburs | $0 | $197 | $0 | $200 | $200 |
| 623501 Out-Of-State Lodging | $0 | $155 | $1,000 | $1,000 | $0 |
| 623502 Out-Of-State Meals | $0 | $0 | $354 | $345 | -$9 |
| 623503 Out-Of-State Transport | $0 | $0 | $450 | $350 | -$100 |
| 623504 Out-Of-State Mileage | $0 | $0 | $0 | $25 | $25 |
| 623505 Out-Of-State Misc | $387 | $0 | $100 | $100 | $0 |
| 624001 Office Supplies | $714 | $514 | $400 | $350 | -$50 |
| 624004 Materials & Supplies | $339 | $10,406 | $5,300 | $6,500 | $1,200 |
| 624005 Printing | $186 | $441 | $400 | $400 | $0 |
| 624006 Postage / Mailing | $27 | $97 | $200 | $200 | $0 |
| 631003 Insurance Fees | $1,484 | $2,199 | $1,318 | $1,344 | $26 |
| 631006 Contracted Services | $12,994 | $28,205 | $14,000 | $27,000 | $13,000 |
| 645001 Special Department Allow | $11,525 | $21,283 | $10,200 | $10,000 | -$200 |
| 645003 Employee Incentive Awards | $3,425 | $2,809 | $28,000 | $28,000 | $0 |
| 661001 Miscellaneous Supplies | $0 | $293 | $0 | $0 | $0 |
| 662001 Miscellaneous Services | $1,910 | $2,839 | $2,000 | $3,200 | $1,200 |
| **104141 Human Resources Sum** | **$283,011** | **$289,131** | **$279,560** | **$325,916** | **$46,356** |
| **104142 Information Technologies** | | | | | |
| **Personnel** | **$164,687** | **$214,165** | **$224,049** | **$232,545** | **$8,496** |
| 611101 Full-Time Employees | $90,601 | $140,915 | $133,033 | $146,126 | $13,093 |
| 611201 Overtime | $35 | $468 | $0 | $0 | $0 |
| 611501 Part-Time | $32,766 | $17,484 | $24,953 | $22,122 | -$2,831 |
| 613101 FICA | $9,097 | $11,708 | $12,086 | $12,871 | $785 |
| 613201 Utah Retirement Systems | $15,089 | $23,044 | $25,727 | $25,959 | $232 |
| 613301 Health Insurance | $13,092 | $15,593 | $22,719 | $19,854 | -$2,865 |
| 613302 Dental Insurance | $1,171 | $1,465 | $1,719 | $1,719 | $0 |
| 613304 Vision Insurance | $267 | $298 | $355 | $355 | $0 |
| 613401 Worker's Compensation | $1,761 | $1,908 | $1,891 | $2,001 | $110 |
| 613601 LTD, ADD, & Life | $768 | $1,143 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $39 | $75 | $72 | $72 | $0 |
| 613801 Administration Fee | $0 | $9 | $48 | $48 | $0 |
| 614101 Clothing Allow - FT | $0 | $55 | $150 | $120 | -$30 |
| **Operations** | **$347,522** | **$270,585** | **$403,021** | **$414,132** | **$11,110** |
| 621101 Publications & Subscriptions | $0 | $0 | $0 | $240 | $240 |
| 621301 Training & Registration | $12 | $897 | $2,100 | $4,425 | $2,325 |
| 623501 Out-Of-State Lodging | $0 | $0 | $0 | $625 | $625 |
| 623502 Out-Of-State Meals | $0 | $0 | $0 | $385 | $385 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 623503 Out-Of-State Transport | $0 | $0 | $0 | $300 | $300 |
| 624001 Office Supplies | $879 | $2,859 | $1,000 | $1,000 | $0 |
| 624003 Small Office Equipment | $0 | $80 | $0 | $0 | $0 |
| 624201 Software | $42,090 | $1,065 | $23,350 | $48,704 | $25,354 |
| 624202 Hardware | $41,756 | $58,858 | $6,000 | $0 | -$6,000 |
| 624203 Website | $1,340 | $3,798 | $5,500 | $5,500 | $0 |
| 624204 Annual Maint. & Support | $184,067 | $112,861 | $258,030 | $218,817 | -$39,213 |
| 625001 Equip. Maint. & Supplies | $16,115 | $23,600 | $22,000 | $22,000 | $0 |
| 625002 Equipment Purchases | $17,487 | $20,666 | $50,100 | $37,040 | -$13,060 |
| 625204 Fleet Lease | $1,557 | $1,575 | $1,395 | $1,395 | $0 |
| 628002 Landlines | $28,599 | $20,843 | $25,350 | $26,350 | $1,000 |
| 631003 Insurance Fees | $8,441 | $7,971 | $7,697 | $7,850 | $153 |
| 631006 Contracted Services | $5,002 | $15,262 | $0 | $39,000 | $39,000 |
| 645001 Special Department Allow | $177 | $250 | $500 | $500 | $0 |
| **Capital Expense** | **$356,766** | **$176,960** | **$244,000** | **$107,200** | **-$136,800** |
| 673001 Capital Project | $227,393 | $17,443 | $34,000 | $29,700 | -$4,300 |
| 674001 Machinery & Equipment | $129,373 | $159,517 | $210,000 | $77,500 | -$132,500 |
| **104142 Information Technologies Sum** | **$868,975** | **$661,710** | **$871,070** | **$753,877** | **-$117,194** |
| **104143 Finance** | | | | | |
| **Personnel** | **$321,980** | **$337,379** | **$390,209** | **$416,257** | **$26,048** |
| 611101 Full-Time Employees | $223,082 | $231,033 | $270,602 | $285,875 | $15,273 |
| 611201 Overtime | $1,075 | $1,372 | $0 | $300 | $300 |
| 611501 Part-Time | $3,374 | $4,238 | $0 | $0 | $0 |
| 613101 FICA | $16,984 | $17,445 | $20,701 | $21,837 | $1,136 |
| 613201 Utah Retirement Systems | $41,308 | $43,066 | $49,865 | $52,612 | $2,747 |
| 613301 Health Insurance | $30,079 | $34,117 | $41,073 | $47,488 | $6,415 |
| 613302 Dental Insurance | $2,742 | $2,879 | $3,045 | $3,045 | $0 |
| 613304 Vision Insurance | $447 | $456 | $483 | $597 | $114 |
| 613401 Worker's Compensation | $337 | $194 | $1,352 | $1,415 | $63 |
| 613601 LTD, ADD, & Life | $2,195 | $2,257 | $2,596 | $2,596 | $0 |
| 613701 Employee Asst Progr | $130 | $135 | $144 | $144 | $0 |
| 613801 Administration Fee | $48 | $68 | $108 | $108 | $0 |
| 614101 Clothing Allow - FT | $180 | $120 | $240 | $240 | $0 |
| **Operations** | **$59,968** | **$49,150** | **$71,242** | **$98,699** | **$27,457** |
| 621101 Publications & Subscriptions | $0 | $0 | $300 | $300 | $0 |
| 621201 Membership Dues | $275 | $275 | $590 | $590 | $0 |
| 621301 Training & Registration | $400 | $298 | $1,070 | $1,100 | $30 |
| 623101 In-State Lodging | $780 | $245 | $1,125 | $1,040 | -$85 |
| 623102 In-State Meals | $306 | $128 | $459 | $495 | $36 |
| 623103 In-State Transportation | $231 | $306 | $385 | $408 | $23 |
| 623501 Out-Of-State Lodging | $0 | $0 | $450 | $450 | $0 |
| 623502 Out-Of-State Meals | $0 | $0 | $204 | $220 | $16 |
| 623503 Out-Of-State Transport | $0 | $0 | $300 | $450 | $150 |
| 623505 Out-Of-State Misc | $0 | $0 | $50 | $50 | $0 |
| 624001 Office Supplies | $3,304 | $3,197 | $1,250 | $1,250 | $0 |
| 624003 Small Office Equipment | $0 | $152 | $0 | $0 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 624004 Materials & Supplies | $0 | $0 | $2,100 | $2,000 | -$100 |
| 624005 Printing | $515 | $296 | $0 | $0 | $0 |
| 624204 Annual Maint. & Support | $795 | $0 | $0 | $0 | $0 |
| 626001 Building Maintenance | $408 | $0 | $0 | $0 | $0 |
| 631001 Auditor Fees | $45,000 | $38,000 | $47,000 | $47,000 | $0 |
| 631003 Insurance Fees | $1,648 | $1,918 | $1,809 | $1,846 | $37 |
| 631004 Bank Fees | $641 | -$3,866 | $1,000 | $2,000 | $1,000 |
| 631006 Contracted Services | $3,900 | $6,773 | $10,750 | $37,100 | $26,350 |
| 645001 Special Department Allow | $1,670 | $1,428 | $2,400 | $2,400 | $0 |
| 661001 Miscellaneous Supplies | $30 | $0 | $0 | $0 | $0 |
| 662001 Miscellaneous Services | $68 | $0 | $0 | $0 | $0 |
| **104143 Finance Sum** | **$381,948** | **$386,529** | **$461,451** | **$514,956** | **$53,505** |
| **104144 Customer Service** | | | | | |
| **Personnel** | **$0** | **$301,729** | **$329,924** | **$355,073** | **$25,150** |
| 611101 Full-Time Employees | $0 | $178,766 | $175,962 | $186,647 | $10,685 |
| 611201 Overtime | $0 | $1,170 | $0 | $0 | $0 |
| 611501 Part-Time | $0 | $20,539 | $41,237 | $41,216 | -$21 |
| 613101 FICA | $0 | $14,347 | $16,616 | $17,431 | $815 |
| 613201 Utah Retirement Systems | $0 | $32,104 | $32,063 | $34,123 | $2,060 |
| 613301 Health Insurance | $0 | $47,868 | $56,772 | $68,213 | $11,441 |
| 613302 Dental Insurance | $0 | $3,540 | $3,000 | $3,000 | $0 |
| 613304 Vision Insurance | $0 | $733 | $676 | $676 | $0 |
| 613401 Worker's Compensation | $0 | $270 | $304 | $313 | $9 |
| 613601 LTD, ADD, & Life | $0 | $2,178 | $2,596 | $2,596 | $0 |
| 613701 Employee Asst Progr | $0 | $134 | $117 | $117 | $0 |
| 613801 Administration Fee | $0 | $81 | $101 | $101 | $0 |
| 614101 Clothing Allow - FT | $0 | $0 | $360 | $480 | $120 |
| 614102 Clothing Allow - PT | $0 | $0 | $120 | $160 | $40 |
| **Operations** | **$0** | **$18,669** | **$18,486** | **$21,195** | **$2,709** |
| 621101 Publications & Subscriptions | $0 | $0 | $150 | $100 | -$50 |
| 621201 Membership Dues | $0 | $0 | $150 | $150 | $0 |
| 621301 Training & Registration | $0 | $825 | $3,090 | $2,500 | -$590 |
| 623101 In-State Lodging | $0 | $0 | $1,200 | $1,200 | $0 |
| 623102 In-State Meals | $0 | $4 | $616 | $400 | -$216 |
| 623103 In-State Transportation | $0 | $0 | $200 | $300 | $100 |
| 624001 Office Supplies | $0 | $3,715 | $4,500 | $6,000 | $1,500 |
| 624003 Small Office Equipment | $0 | $805 | $0 | $0 | $0 |
| 624004 Materials & Supplies | $0 | $166 | $0 | $250 | $250 |
| 624005 Printing | $0 | $1,139 | $0 | $0 | $0 |
| 631003 Insurance Fees | $0 | $2,393 | $1,980 | $2,020 | $40 |
| 631004 Bank Fees | $0 | $7,400 | $5,600 | $7,275 | $1,675 |
| 645001 Special Department Allow | $0 | $2,224 | $1,000 | $1,000 | $0 |
| **104144 Customer Service Sum** | **$0** | **$320,398** | **$348,410** | **$376,268** | **$27,858** |
| **104151 Interdepartmental Service** | | | | | |
| **Operations** | **$652,142** | **$543,710** | **$628,137** | **$629,507** | **$1,370** |
| 624006 Postage / Mailing | $8,406 | $11,588 | $18,175 | $18,175 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 624206 Wireless Communications | $45,421 | $37,471 | $43,456 | $43,456 | $0 |
| 625202 Fuel/Oil | $0 | $42 | $0 | $0 | $0 |
| 627001 Electric | $354,645 | $233,851 | $270,000 | $271,000 | $1,000 |
| 627002 Natural Gas | $104,150 | $108,577 | $108,000 | $108,000 | $0 |
| 627003 City Utilities | $91,165 | $90,899 | $100,000 | $100,000 | $0 |
| 628004 800 Mhz Radios | $23,111 | $0 | $0 | $0 | $0 |
| 631003 Insurance Fees | $21,929 | $19,957 | $18,506 | $18,876 | $370 |
| 631006 Contracted Services | $0 | $39,025 | $50,000 | $50,000 | $0 |
| 663001 Contingency | $3,317 | $2,300 | $20,000 | $20,000 | $0 |
| **Capital Expense** | **$2,420,965** | **$613,644** | **$0** | **$0** | **$0** |
| 673001 Capital Project | $2,247,865 | $254,144 | $0 | $0 | $0 |
| 674001 Machinery & Equipment | $0 | $40,000 | $0 | $0 | $0 |
| 674003 Vehicle Replacement | $173,100 | $319,500 | $0 | $0 | $0 |
| **Debt** | **$96,631** | **$196,139** | **$212,239** | **$213,245** | **$1,006** |
| 681001 Debt Service-Principal | $72,645 | $149,613 | $162,016 | $173,761 | $11,745 |
| 681002 Debt Service-Interest | $23,986 | $46,527 | $50,223 | $39,484 | -$10,739 |
| **104151 Interdepartmental Service Sum** | **$3,169,738** | **$1,353,493** | **$840,376** | **$842,752** | **$2,376** |
| **104161 Facilities Maintenance** | | | | | |
| **Personnel** | **$172,144** | **$173,856** | **$212,625** | **$220,634** | **$8,009** |
| 611101 Full-Time Employees | $96,782 | $94,957 | $102,724 | $107,143 | $4,419 |
| 611201 Overtime | $11,305 | $7,439 | $10,400 | $10,400 | $0 |
| 611501 Part-Time | $17,247 | $19,773 | $39,424 | $38,775 | -$649 |
| 613101 FICA | $9,468 | $9,087 | $11,670 | $11,965 | $295 |
| 613201 Utah Retirement Systems | $19,008 | $17,549 | $20,079 | $21,003 | $924 |
| 613301 Health Insurance | $13,005 | $19,168 | $21,723 | $24,689 | $2,966 |
| 613302 Dental Insurance | $1,126 | $1,661 | $1,719 | $1,719 | $0 |
| 613304 Vision Insurance | $403 | $346 | $355 | $355 | $0 |
| 613401 Worker's Compensation | $1,694 | $1,433 | $1,697 | $1,751 | $54 |
| 613601 LTD, ADD, & Life | $947 | $884 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $72 | $72 | $72 | $72 | $0 |
| 613801 Administration Fee | $0 | $9 | $24 | $24 | $0 |
| 614101 Clothing Allow - FT | $489 | $1,033 | $720 | $720 | $0 |
| 614102 Clothing Allow - PT | $597 | $443 | $720 | $720 | $0 |
| **Operations** | **$254,375** | **$278,382** | **$333,778** | **$333,971** | **$193** |
| 621101 Publications & Subscriptions | $299 | $330 | $320 | $320 | $0 |
| 621301 Training & Registration | $0 | $180 | $825 | $325 | -$500 |
| 623501 Out-Of-State Lodging | $0 | $0 | $500 | $750 | $250 |
| 623502 Out-Of-State Meals | $0 | $0 | $364 | $264 | -$100 |
| 623503 Out-Of-State Transport | $0 | $0 | $250 | $350 | $100 |
| 623505 Out-Of-State Misc | $0 | $0 | $100 | $100 | $0 |
| 624004 Materials & Supplies | $0 | $15 | $0 | $0 | $0 |
| 624107 Uniforms | $588 | $101 | $1,080 | $270 | -$810 |
| 625001 Equip. Maint. & Supplies | $918 | $107 | $3,500 | $3,500 | $0 |
| 625002 Equipment Purchases | $761 | $838 | $800 | $800 | $0 |
| 625003 Equipment Rental | $0 | $0 | $1,000 | $1,000 | $0 |
| 625202 Fuel/Oil | $461 | $1,018 | $3,000 | $3,000 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 625203 Fleet Repair | $161 | -$286 | $3,750 | $3,750 | $0 |
| 625204 Fleet Lease | $6,653 | $4,829 | $4,277 | $4,280 | $3 |
| 625501 Equipment Repairs | $13 | $0 | $500 | $500 | $0 |
| 625502 Minor Equipment & Tools | $73 | $1,108 | $0 | $0 | $0 |
| 626001 Building Maintenance | $49,840 | $45,031 | $65,500 | $49,000 | -$16,500 |
| 631003 Insurance Fees | $2,025 | $2,379 | $2,517 | $2,567 | $50 |
| 631006 Contracted Services | $192,063 | $222,694 | $230,000 | $252,700 | $22,700 |
| 631007 Agency Permits | $340 | $448 | $495 | $495 | $0 |
| 645001 Special Department Allow | $0 | -$411 | $0 | $0 | $0 |
| 662001 Miscellaneous Services | $179 | $0 | $0 | $0 | $0 |
| 663001 Contingency | $0 | $0 | $15,000 | $10,000 | -$5,000 |
| **Capital Expense** | **$43,022** | **$40,418** | **$81,400** | **$308,580** | **$227,180** |
| 673001 Capital Project | $43,022 | $40,418 | $81,400 | $308,580 | $227,180 |
| **104161 Facilities Maintenance Sum** | **$469,540** | **$492,656** | **$627,802** | **$863,185** | **$235,383** |
| **104172 Elections** | | | | | |
| **Operations** | **$303** | **$15,450** | **$900** | **$38,500** | **$37,600** |
| 621301 Training & Registration | $0 | $0 | $400 | $0 | -$400 |
| 622101 Public Notices | $271 | $54 | $500 | $1,000 | $500 |
| 624001 Office Supplies | $33 | $0 | $0 | $200 | $200 |
| 624004 Materials & Supplies | $0 | $2,481 | $0 | $3,600 | $3,600 |
| 624006 Postage / Mailing | $0 | $0 | $0 | $100 | $100 |
| 631006 Contracted Services | $0 | $12,914 | $0 | $33,600 | $33,600 |
| **104172 Elections Sum** | **$303** | **$15,450** | **$900** | **$38,500** | **$37,600** |
| **104211 Police Admin** | | | | | |
| **Personnel** | **$724,181** | **$510,128** | **$537,522** | **$555,485** | **$17,963** |
| 611101 Full-Time Employees | $483,885 | $329,239 | $345,147 | $335,409 | -$9,738 |
| 611201 Overtime | $390 | $128 | $0 | $500 | $500 |
| 611501 Part-Time | $1,218 | $0 | $0 | $0 | $0 |
| 613101 FICA | $32,466 | $24,429 | $26,404 | $25,659 | -$745 |
| 613201 Utah Retirement Systems | $118,925 | $91,791 | $97,324 | $106,543 | $9,219 |
| 613301 Health Insurance | $70,574 | $52,451 | $56,198 | $74,816 | $18,618 |
| 613302 Dental Insurance | $5,999 | $4,201 | $4,037 | $4,038 | $1 |
| 613303 Life Insurance | $0 | $50 | $0 | $0 | $0 |
| 613304 Vision Insurance | $1,354 | $643 | $611 | $868 | $257 |
| 613401 Worker's Compensation | $5,210 | $3,596 | $3,733 | $3,584 | -$149 |
| 613601 LTD, ADD, & Life | $3,617 | $2,692 | $2,928 | $2,928 | $0 |
| 613701 Employee Asst Progr | $231 | $156 | $144 | $144 | $0 |
| 613801 Administration Fee | $43 | $38 | $96 | $96 | $0 |
| 614101 Clothing Allow - FT | $269 | $714 | $900 | $900 | $0 |
| **Operations** | **$117,016** | **$122,058** | **$143,814** | **$161,184** | **$17,370** |
| 621101 Publications & Subscriptions | $46 | $67 | $300 | $350 | $50 |
| 621201 Membership Dues | $915 | $965 | $1,150 | $1,280 | $130 |
| 621301 Training & Registration | $723 | $1,295 | $3,100 | $3,665 | $565 |
| 623101 In-State Lodging | $1,477 | $400 | $2,250 | $1,875 | -$375 |
| 623102 In-State Meals | $459 | $329 | $885 | $1,050 | $165 |
| 623103 In-State Transportation | $0 | $0 | $575 | $0 | -$575 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 623501 Out-Of-State Lodging | $0 | $1,964 | $2,250 | $3,050 | $800 |
| 623502 Out-Of-State Meals | $0 | $768 | $708 | $912 | $204 |
| 623503 Out-Of-State Transport | $0 | $779 | $900 | $1,000 | $100 |
| 623505 Out-Of-State Misc | $0 | $244 | $360 | $420 | $60 |
| 624001 Office Supplies | $2,666 | $1,235 | $750 | $750 | $0 |
| 624005 Printing | $267 | $21 | $250 | $250 | $0 |
| 624006 Postage / Mailing | $72 | $0 | $200 | $200 | $0 |
| 624107 Uniforms | $1,317 | $1,714 | $1,800 | $1,800 | $0 |
| 625001 Equip. Maint. & Supplies | $403 | $135 | $800 | $1,000 | $200 |
| 631003 Insurance Fees | $3,973 | $3,298 | $2,891 | $2,949 | $58 |
| 631006 Contracted Services | $100,728 | $105,084 | $109,700 | $122,900 | $13,200 |
| 645001 Special Department Allow | $1,865 | $2,339 | $1,025 | $1,800 | $775 |
| 661001 Miscellaneous Supplies | $2,106 | $1,292 | $2,420 | $4,433 | $2,013 |
| 663001 Contingency | $0 | $130 | $11,500 | $11,500 | $0 |
| **104211 Police Admin Sum** | **$841,197** | **$632,186** | **$681,336** | **$716,669** | **$35,333** |
| **104212 Patrol & Investigations** | | | | | |
| **Personnel** | **$2,322,585** | **$2,534,159** | **$2,733,928** | **$2,932,660** | **$198,732** |
| 611101 Full-Time Employees | $1,358,613 | $1,482,610 | $1,606,954 | $1,704,568 | $97,614 |
| 611201 Overtime | $120,040 | $114,868 | $105,082 | $81,820 | -$23,262 |
| 611202 Overtime - Grant | $0 | $0 | $0 | $83,000 | $83,000 |
| 611501 Part-Time | $43,533 | $56,385 | $52,000 | $52,000 | $0 |
| 613101 FICA | $112,594 | $123,076 | $134,949 | $150,413 | $15,464 |
| 613201 Utah Retirement Systems | $393,224 | $417,353 | $448,567 | $446,924 | -$1,643 |
| 613301 Health Insurance | $229,633 | $270,259 | $305,739 | $333,949 | $28,210 |
| 613302 Dental Insurance | $22,637 | $25,389 | $26,930 | $26,208 | -$722 |
| 613303 Life Insurance | $351 | $424 | $0 | $0 | $0 |
| 613304 Vision Insurance | $3,555 | $4,201 | $4,200 | $4,304 | $104 |
| 613401 Worker's Compensation | $19,708 | $19,677 | $19,838 | $20,005 | $167 |
| 613601 LTD, ADD, & Life | $12,945 | $13,863 | $21,925 | $21,925 | $0 |
| 613701 Employee Asst Progr | $846 | $995 | $1,008 | $1,008 | $0 |
| 613801 Administration Fee | $30 | $146 | $276 | $276 | $0 |
| 614101 Clothing Allow - FT | $4,876 | $4,914 | $6,460 | $6,260 | -$200 |
| **Operations** | **$349,701** | **$350,121** | **$443,753** | **$435,741** | **-$8,012** |
| 621101 Publications & Subscriptions | $6,011 | $6,862 | $7,375 | $7,600 | $225 |
| 621201 Membership Dues | $187 | $193 | $293 | $343 | $50 |
| 621301 Training & Registration | $8,860 | $12,298 | $10,000 | $14,020 | $4,020 |
| 623101 In-State Lodging | $342 | $1,002 | $1,250 | $1,250 | $0 |
| 623102 In-State Meals | $1,242 | $1,179 | $2,310 | $3,690 | $1,380 |
| 623103 In-State Transportation | $0 | $0 | $375 | $375 | $0 |
| 623104 In-State Mileage Reimburs | $36 | $0 | $0 | $0 | $0 |
| 623105 In-State Miscellaneous | $0 | $0 | $100 | $100 | $0 |
| 623501 Out-Of-State Lodging | $143 | $582 | $2,115 | $1,980 | -$135 |
| 623502 Out-Of-State Meals | -$43 | $190 | $639 | $2,363 | $1,724 |
| 623503 Out-Of-State Transport | $338 | $375 | $2,150 | $1,800 | -$350 |
| 623504 Out-Of-State Mileage | $260 | $91 | $0 | $0 | $0 |
| 624001 Office Supplies | $7,833 | $8,894 | $4,500 | $4,600 | $100 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 624005 Printing | $78 | $0 | $700 | $700 | $0 |
| 624006 Postage / Mailing | $0 | $33 | $100 | $100 | $0 |
| 624107 Uniforms | $18,232 | $15,877 | $21,070 | $21,070 | $0 |
| 624204 Annual Maint. & Support | $3,500 | $3,920 | $4,200 | $4,320 | $120 |
| 625001 Equip. Maint. & Supplies | $1,581 | $362 | $2,000 | $4,600 | $2,600 |
| 625002 Equipment Purchases | $28,037 | $31,590 | $42,720 | $59,530 | $16,810 |
| 625201 Tires/Brakes | $10,412 | $8,317 | $12,000 | $12,000 | $0 |
| 625202 Fuel/Oil | $47,737 | $66,806 | $80,000 | $80,000 | $0 |
| 625203 Fleet Repair | $23,615 | $28,169 | $27,500 | $27,500 | $0 |
| 625204 Fleet Lease | $62,704 | $65,369 | $57,894 | $57,895 | $1 |
| 631003 Insurance Fees | $79,422 | $78,535 | $66,107 | $67,430 | $1,323 |
| 631006 Contracted Services | $475 | $0 | $0 | $0 | $0 |
| 645001 Special Department Allow | $2,172 | $1,595 | $9,150 | $9,950 | $800 |
| 661001 Miscellaneous Supplies | $24,167 | $17,033 | $27,855 | $37,925 | $10,070 |
| 662001 Miscellaneous Services | $0 | $748 | $2,350 | $3,100 | $750 |
| 663001 Contingency | $22,360 | $101 | $59,000 | $11,500 | -$47,500 |
| **Capital Expense** | **$0** | **$5,156** | **$164,500** | **$193,500** | **$29,000** |
| 674001 Machinery & Equipment | $0 | $5,156 | $20,000 | $20,000 | $0 |
| 674003 Vehicle Replacement | $0 | $0 | $144,500 | $173,500 | $29,000 |
| **104212 Patrol & Investigations Sum** | **$2,672,286** | **$2,889,436** | **$3,342,181** | **$3,561,901** | **$219,720** |
| **104213 Emergency Services** | | | | | |
| **Personnel** | **$19,665** | **$11,842** | **$19,017** | **$20,352** | **$1,335** |
| 611501 Part-Time | $18,165 | $10,962 | $17,597 | $18,780 | $1,183 |
| 613101 FICA | $1,390 | $839 | $1,346 | $1,437 | $91 |
| 613401 Worker's Compensation | $27 | $7 | $14 | $15 | $1 |
| 614102 Clothing Allow - PT | $84 | $34 | $60 | $120 | $60 |
| **Operations** | **$11,458** | **$2,760** | **$31,279** | **$27,637** | **-$3,642** |
| 621101 Publications & Subscriptions | $0 | $0 | $150 | $150 | $0 |
| 621201 Membership Dues | $0 | $0 | $25 | $25 | $0 |
| 621301 Training & Registration | $349 | $0 | $400 | $900 | $500 |
| 623101 In-State Lodging | $0 | $0 | $375 | $750 | $375 |
| 623102 In-State Meals | $0 | $0 | $153 | $630 | $477 |
| 623103 In-State Transportation | $0 | $25 | $380 | $400 | $20 |
| 623502 Out-Of-State Meals | $0 | $0 | $1,890 | $3,850 | $1,960 |
| 623503 Out-Of-State Transport | $0 | $0 | $4,326 | $10 | -$4,316 |
| 623505 Out-Of-State Misc | $0 | $0 | $1,575 | $20 | -$1,555 |
| 624001 Office Supplies | $242 | $0 | $500 | $1,000 | $500 |
| 624004 Materials & Supplies | $1,563 | $230 | $1,740 | $2,050 | $310 |
| 624005 Printing | $101 | $227 | $100 | $500 | $400 |
| 625001 Equip. Maint. & Supplies | $0 | $0 | $0 | $500 | $500 |
| 625002 Equipment Purchases | $7,484 | $160 | $600 | $8,600 | $8,000 |
| 625201 Tires/Brakes | $0 | $0 | $250 | $250 | $0 |
| 625202 Fuel/Oil | $0 | $0 | $400 | $400 | $0 |
| 625203 Fleet Repair | $0 | $0 | $500 | $500 | $0 |
| 625204 Fleet Lease | $1,557 | $1,575 | $1,395 | $1,395 | $0 |
| 631003 Insurance Fees | $343 | $293 | $595 | $607 | $12 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 631006 Contracted Services | $0 | $0 | $10,000 | $0 | -$10,000 |
| 645001 Special Department Allow | $0 | $358 | $300 | $1,100 | $800 |
| 661001 Miscellaneous Supplies | -$180 | -$107 | $5,625 | $4,000 | -$1,625 |
| **104213 Emergency Services Sum** | **$31,122** | **$14,602** | **$50,296** | **$47,989** | **-$2,307** |
| **104214 Code Enforcement** | | | | | |
| **Personnel** | **$103,564** | **$76,193** | **$0** | **$0** | **$0** |
| 611101 Full-Time Employees | $74,113 | $50,041 | $0 | $0 | $0 |
| 611201 Overtime | $299 | $121 | $0 | $0 | $0 |
| 613101 FICA | $5,774 | $3,735 | $0 | $0 | $0 |
| 613201 Utah Retirement Systems | $13,260 | $6,550 | $0 | $0 | $0 |
| 613301 Health Insurance | $6,836 | $12,323 | $0 | $0 | $0 |
| 613302 Dental Insurance | $1,335 | $1,093 | $0 | $0 | $0 |
| 613304 Vision Insurance | $143 | $219 | $0 | $0 | $0 |
| 613401 Worker's Compensation | $1,015 | $606 | $0 | $0 | $0 |
| 613601 LTD, ADD, & Life | $720 | $1,004 | $0 | $0 | $0 |
| 613701 Employee Asst Progr | $72 | $51 | $0 | $0 | $0 |
| 614101 Clothing Allow - FT | $0 | $450 | $0 | $0 | $0 |
| **Operations** | **$7,406** | **$6,146** | **$0** | **$0** | **$0** |
| 621201 Membership Dues | $75 | $150 | $0 | $0 | $0 |
| 621301 Training & Registration | $200 | $125 | $0 | $0 | $0 |
| 623101 In-State Lodging | $181 | $181 | $0 | $0 | $0 |
| 623102 In-State Meals | $153 | $133 | $0 | $0 | $0 |
| 624001 Office Supplies | $1,574 | $24 | $0 | $0 | $0 |
| 624005 Printing | $0 | $755 | $0 | $0 | $0 |
| 624107 Uniforms | $789 | $395 | $0 | $0 | $0 |
| 625001 Equip. Maint. & Supplies | $150 | $0 | $0 | $0 | $0 |
| 625203 Fleet Repair | $175 | $6 | $0 | $0 | $0 |
| 625204 Fleet Lease | $2,969 | $2,956 | $0 | $0 | $0 |
| 631003 Insurance Fees | $779 | $847 | $0 | $0 | $0 |
| 631006 Contracted Services | $282 | $575 | $0 | $0 | $0 |
| 661001 Miscellaneous Supplies | $81 | $0 | $0 | $0 | $0 |
| **104214 Code Enforcement Sum** | **$110,971** | **$82,339** | **$0** | **$0** | **$0** |
| **104215 Dispatch** | | | | | |
| **Personnel** | **$565,430** | **$578,527** | **$633,018** | **$646,839** | **$13,821** |
| 611101 Full-Time Employees | $296,856 | $298,462 | $314,707 | $328,995 | $14,288 |
| 611201 Overtime | $48,094 | $40,029 | $37,482 | $38,525 | $1,043 |
| 611501 Part-Time | $47,737 | $58,683 | $79,040 | $76,195 | -$2,845 |
| 613101 FICA | $28,922 | $29,143 | $32,989 | $33,944 | $955 |
| 613201 Utah Retirement Systems | $60,086 | $58,276 | $55,273 | $58,382 | $3,109 |
| 613301 Health Insurance | $69,821 | $81,540 | $97,686 | $94,935 | -$2,751 |
| 613302 Dental Insurance | $7,464 | $7,386 | $7,493 | $7,288 | -$205 |
| 613304 Vision Insurance | $1,280 | $1,100 | $1,055 | $1,267 | $212 |
| 613401 Worker's Compensation | $389 | $355 | $360 | $375 | $15 |
| 613601 LTD, ADD, & Life | $3,238 | $3,178 | $5,191 | $5,191 | $0 |
| 613701 Employee Asst Progr | $270 | $291 | $288 | $288 | $0 |
| 613801 Administration Fee | $30 | $85 | $174 | $174 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 614101 Clothing Allow - FT | $1,204 | $0 | $720 | $720 | $0 |
| 614102 Clothing Allow - PT | $40 | $0 | $560 | $560 | $0 |
| **Operations** | **$146,254** | **$44,825** | **$69,392** | **$75,137** | **$5,745** |
| 621201 Membership Dues | $2,255 | $1,135 | $1,717 | $1,717 | $0 |
| 621301 Training & Registration | $2,102 | $2,753 | $4,438 | $7,280 | $2,842 |
| 623101 In-State Lodging | $0 | $496 | $1,000 | $1,000 | $0 |
| 623102 In-State Meals | $106 | $441 | $648 | $740 | $92 |
| 623103 In-State Transportation | $50 | $73 | $310 | $300 | -$10 |
| 623104 In-State Mileage Reimburs | $47 | $216 | $0 | $150 | $150 |
| 623501 Out-Of-State Lodging | $0 | $0 | $0 | $690 | $690 |
| 623502 Out-Of-State Meals | $0 | $0 | $0 | $462 | $462 |
| 623503 Out-Of-State Transport | $0 | $0 | $0 | $1,000 | $1,000 |
| 624001 Office Supplies | $1,147 | $967 | $1,400 | $1,400 | $0 |
| 624107 Uniforms | $574 | $86 | $1,050 | $1,680 | $630 |
| 625001 Equip. Maint. & Supplies | $5,135 | $4,744 | $3,350 | $2,000 | -$1,350 |
| 625002 Equipment Purchases | $88,217 | $513 | $2,800 | $4,200 | $1,400 |
| 625501 Equipment Repairs | $0 | $0 | $3,000 | $3,000 | $0 |
| 628002 Landlines | $42,590 | $28,773 | $40,000 | $40,000 | $0 |
| 631003 Insurance Fees | $2,949 | $3,512 | $3,204 | $3,268 | $64 |
| 631006 Contracted Services | $164 | $226 | $4,325 | $4,150 | -$175 |
| 661001 Miscellaneous Supplies | $518 | $465 | $1,550 | $1,500 | -$50 |
| 662001 Miscellaneous Services | $400 | $425 | $600 | $600 | $0 |
| **104215 Dispatch Sum** | **$711,683** | **$623,353** | **$702,409** | **$721,976** | **$19,567** |
| **104218 Liquor Law Enforcement** | | | | | |
| **Personnel** | **$81,834** | **$86,642** | **$0** | **$0** | **$0** |
| 611101 Full-Time Employees | $58,287 | $59,546 | $0 | $0 | $0 |
| 611201 Overtime | $3,382 | $6,575 | $0 | $0 | $0 |
| 613101 FICA | $5,095 | $5,052 | $0 | $0 | $0 |
| 613201 Utah Retirement Systems | $13,495 | $13,843 | $0 | $0 | $0 |
| 613302 Dental Insurance | $744 | $790 | $0 | $0 | $0 |
| 613303 Life Insurance | $16 | $17 | $0 | $0 | $0 |
| 613401 Worker's Compensation | $779 | $782 | $0 | $0 | $0 |
| 613701 Employee Asst Progr | $36 | $38 | $0 | $0 | $0 |
| **Operations** | **$368** | **$465** | **$0** | **$0** | **$0** |
| 631003 Insurance Fees | $368 | $465 | $0 | $0 | $0 |
| **104218 Liquor Law Enforcement Sum** | **$82,203** | **$87,107** | **$0** | **$0** | **$0** |
| **104411 Public Works Admin** | | | | | |
| **Personnel** | **$74,131** | **$75,092** | **$106,060** | **$87,660** | **-$18,400** |
| 611101 Full-Time Employees | $39,216 | $45,303 | $65,286 | $53,038 | -$12,248 |
| 611501 Part-Time | $1,735 | $0 | $0 | $0 | $0 |
| 613101 FICA | $4,399 | $3,377 | $4,994 | $4,057 | -$937 |
| 613201 Utah Retirement Systems | $10,303 | $7,943 | $11,177 | $9,071 | -$2,106 |
| 613301 Health Insurance | $9,084 | $9,549 | $14,193 | $11,494 | -$2,699 |
| 613302 Dental Insurance | $1,252 | $748 | $964 | $965 | $1 |
| 613304 Vision Insurance | $283 | $160 | $208 | $208 | $0 |
| 613401 Worker's Compensation | $488 | $453 | $656 | $495 | -$161 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 613601 LTD, ADD, & Life | $1,535 | $1,774 | $1,947 | $1,947 | $0 |
| 613701 Employee Asst Progr | $24 | $26 | $32 | $32 | $0 |
| 613801 Administration Fee | $6 | $11 | $23 | $23 | $0 |
| 614101 Clothing Allow - FT | $31 | $211 | $820 | $570 | -$250 |
| 614201 Car Allowance | $5,777 | $5,537 | $5,760 | $5,760 | $0 |
| **Operations** | **$11,969** | **$11,149** | **$25,864** | **$22,900** | **-$2,964** |
| 621101 Publications & Subscriptions | $0 | $0 | $100 | $100 | $0 |
| 621201 Membership Dues | $120 | $120 | $725 | $0 | -$725 |
| 621301 Training & Registration | $605 | $508 | $1,975 | $1,250 | -$725 |
| 623101 In-State Lodging | $487 | $139 | $1,560 | $465 | -$1,095 |
| 623102 In-State Meals | $357 | $0 | $663 | $165 | -$498 |
| 623103 In-State Transportation | $154 | $189 | $410 | $120 | -$290 |
| 624001 Office Supplies | $417 | $883 | $1,000 | $1,000 | $0 |
| 624107 Uniforms | $150 | $0 | $600 | $950 | $350 |
| 625201 Tires/Brakes | $0 | $0 | $500 | $500 | $0 |
| 625202 Fuel/Oil | $91 | $1,009 | $1,500 | $1,500 | $0 |
| 625203 Fleet Repair | $0 | $657 | $1,000 | $1,000 | $0 |
| 625204 Fleet Lease | $0 | $0 | $1,395 | $1,395 | $0 |
| 631003 Insurance Fees | $1,607 | $514 | $936 | $955 | $19 |
| 631006 Contracted Services | $7,803 | $6,669 | $12,500 | $12,500 | $0 |
| 645001 Special Department Allow | $100 | $300 | $1,000 | $1,000 | $0 |
| 663001 Contingency | $78 | $160 | $0 | $0 | $0 |
| **104411 Public Works Admin Sum** | **$86,100** | **$86,241** | **$131,923** | **$110,560** | **-$21,363** |
| **104413 Streets** | | | | | |
| **Personnel** | **$190,111** | **$126,764** | **$160,175** | **$148,161** | **-$12,014** |
| 611101 Full-Time Employees | $117,754 | $81,294 | $83,425 | $91,889 | $8,464 |
| 611201 Overtime | $8,127 | $1,496 | $4,160 | $4,160 | $0 |
| 611501 Part-Time | $0 | $0 | $21,840 | $0 | -$21,840 |
| 613101 FICA | $9,005 | $7,807 | $6,700 | $9,448 | $2,748 |
| 613201 Utah Retirement Systems | $23,250 | $14,644 | $15,508 | $17,004 | $1,496 |
| 613301 Health Insurance | $26,005 | $17,078 | $22,927 | $20,499 | -$2,428 |
| 613302 Dental Insurance | $2,252 | $1,344 | $1,542 | $1,351 | -$191 |
| 613304 Vision Insurance | $518 | $300 | $328 | $292 | -$36 |
| 613401 Worker's Compensation | $1,868 | $1,351 | $1,055 | $1,158 | $103 |
| 613601 LTD, ADD, & Life | $583 | $606 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $72 | $63 | $54 | $54 | $0 |
| 613801 Administration Fee | $60 | $52 | $68 | $68 | $0 |
| 614101 Clothing Allow - FT | $616 | $730 | $1,270 | $940 | -$330 |
| **Operations** | **$204,738** | **$215,316** | **$289,350** | **$288,681** | **-$669** |
| 621301 Training & Registration | $212 | $775 | $2,105 | $2,490 | $385 |
| 623101 In-State Lodging | $181 | $0 | $375 | $250 | -$125 |
| 623102 In-State Meals | $0 | $0 | $153 | $110 | -$43 |
| 623103 In-State Transportation | $0 | $0 | $125 | $125 | $0 |
| 624001 Office Supplies | $136 | $189 | $450 | $450 | $0 |
| 624004 Materials & Supplies | $102,453 | $86,803 | $125,440 | $125,440 | $0 |
| 624107 Uniforms | $667 | $150 | $1,450 | $950 | -$500 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 625001 Equip. Maint. & Supplies | $0 | $0 | $300 | $300 | $0 |
| 625201 Tires/Brakes | $823 | $1,494 | $3,000 | $3,000 | $0 |
| 625202 Fuel/Oil | $4,243 | $3,790 | $8,000 | $8,000 | $0 |
| 625203 Fleet Repair | $6,850 | $14,706 | $12,000 | $12,000 | $0 |
| 625204 Fleet Lease | $13,329 | $13,192 | $11,683 | $11,684 | $1 |
| 626001 Building Maintenance | $3,951 | $4,613 | $5,700 | $6,000 | $300 |
| 626002 Grounds Maintenance | $1,262 | $945 | $400 | $400 | $0 |
| 631003 Insurance Fees | $15,973 | $18,106 | $15,668 | $15,982 | $314 |
| 631006 Contracted Services | $53,335 | $68,223 | $92,500 | $93,500 | $1,000 |
| 661001 Miscellaneous Supplies | $0 | $0 | $2,500 | $2,500 | $0 |
| 662001 Miscellaneous Services | $1,210 | $2,305 | $4,000 | $2,000 | -$2,000 |
| 663001 Contingency | $114 | $26 | $3,500 | $3,500 | $0 |
| **Capital Expense** | **$0** | **$6,800** | **$56,500** | **$0** | **-$56,500** |
| 674001 Machinery & Equipment | $0 | $6,800 | $20,000 | $0 | -$20,000 |
| 674003 Vehicle Replacement | $0 | $0 | $36,500 | $0 | -$36,500 |
| **Debt** | **$278,163** | **$276,213** | **$278,081** | **$274,388** | **-$3,693** |
| 681001 Debt Service-Principal | $250,000 | $255,000 | $265,000 | $270,000 | $5,000 |
| 681002 Debt Service-Interest | $28,163 | $21,213 | $13,081 | $4,388 | -$8,693 |
| **104413 Streets Sum** | **$673,011** | **$625,093** | **$784,105** | **$711,230** | **-$72,876** |
| **104511 Community Services Admin** | | | | | |
| **Personnel** | **$333,624** | **$313,704** | **$267,537** | **$290,048** | **$22,511** |
| 611101 Full-Time Employees | $205,348 | $182,006 | $178,668 | $192,141 | $13,473 |
| 611201 Overtime | $756 | $222 | $200 | $0 | -$200 |
| 611501 Part-Time | $27,849 | $41,915 | $0 | $0 | $0 |
| 613101 FICA | $16,913 | $16,692 | $13,668 | $14,699 | $1,031 |
| 613201 Utah Retirement Systems | $36,151 | $31,455 | $31,075 | $33,289 | $2,214 |
| 613301 Health Insurance | $35,662 | $31,227 | $33,480 | $39,708 | $6,228 |
| 613302 Dental Insurance | $2,997 | $2,481 | $2,318 | $2,318 | $0 |
| 613304 Vision Insurance | $662 | $561 | $513 | $513 | $0 |
| 613401 Worker's Compensation | $954 | $1,037 | $918 | $982 | $64 |
| 613601 LTD, ADD, & Life | $1,215 | $1,386 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $108 | $87 | $72 | $72 | $0 |
| 613801 Administration Fee | $0 | $20 | $48 | $48 | $0 |
| 614101 Clothing Allow - FT | $194 | $0 | $180 | $180 | $0 |
| 614102 Clothing Allow - PT | $0 | $0 | $300 | $0 | -$300 |
| 614201 Car Allowance | $4,814 | $4,614 | $4,800 | $4,800 | $0 |
| **Operations** | **$23,912** | **$93,559** | **$25,547** | **$21,088** | **-$4,459** |
| 621101 Publications & Subscriptions | $10 | $87 | $100 | $100 | $0 |
| 621201 Membership Dues | $1,200 | $1,260 | $1,275 | $1,275 | $0 |
| 621301 Training & Registration | $1,797 | $1,337 | $2,000 | $1,860 | -$140 |
| 623101 In-State Lodging | $571 | $0 | $1,035 | $690 | -$345 |
| 623102 In-State Meals | $459 | $147 | $459 | $330 | -$129 |
| 623103 In-State Transportation | $115 | $0 | $122 | $136 | $14 |
| 623501 Out-Of-State Lodging | $1,594 | $2,129 | $2,400 | $1,600 | -$800 |
| 623502 Out-Of-State Meals | $540 | $640 | $540 | $710 | $170 |
| 623503 Out-Of-State Transport | $955 | $1,059 | $1,100 | $1,050 | -$50 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 623505 Out-Of-State Misc | $175 | $175 | $200 | $200 | $0 |
| 624001 Office Supplies | $3,734 | $3,197 | $3,350 | $2,000 | -$1,350 |
| 624005 Printing | $0 | $0 | $500 | $500 | $0 |
| 631003 Insurance Fees | $1,160 | $4,519 | $1,066 | $1,087 | $21 |
| 631006 Contracted Services | $3,875 | $54,901 | $0 | $0 | $0 |
| 645001 Special Department Allow | $5,583 | $19,085 | $6,900 | $6,900 | $0 |
| 661001 Miscellaneous Supplies | $1,412 | $4,140 | $2,500 | $2,650 | $150 |
| 662001 Miscellaneous Services | $731 | $743 | $0 | $0 | $0 |
| 663001 Contingency | $0 | $140 | $2,000 | $0 | -$2,000 |
| **104511 Community Services Admin Sum** | **$357,535** | **$407,264** | **$293,084** | **$311,136** | **$18,052** |
| **104514 4th of July** | | | | | |
| **Operations** | **$0** | **$10,857** | **$90,387** | **$94,600** | **$4,213** |
| 624005 Printing | $0 | $0 | $500 | $500 | $0 |
| 625003 Equipment Rental | $0 | $0 | $17,850 | $17,850 | $0 |
| 631003 Insurance Fees | $0 | $0 | $2,887 | $2,900 | $13 |
| 631006 Contracted Services | $0 | $0 | $56,350 | $57,450 | $1,100 |
| 645001 Special Department Allow | $0 | $10,857 | $12,800 | $13,900 | $1,100 |
| 662001 Miscellaneous Services | $0 | $0 | $0 | $2,000 | $2,000 |
| **104514 4th of July Sum** | **$0** | **$10,857** | **$90,387** | **$94,600** | **$4,213** |
| **104521 Parks** | | | | | |
| **Personnel** | **$297,192** | **$333,130** | **$371,749** | **$500,110** | **$128,361** |
| 611101 Full-Time Employees | $146,481 | $175,332 | $191,708 | $186,596 | -$5,112 |
| 611201 Overtime | $9,462 | $10,282 | $7,500 | $7,510 | $10 |
| 611501 Part-Time | $52,240 | $51,590 | $60,094 | $173,240 | $113,146 |
| 613101 FICA | $17,862 | $15,937 | $19,263 | $28,311 | $9,048 |
| 613201 Utah Retirement Systems | $31,779 | $28,059 | $34,441 | $34,668 | $227 |
| 613301 Health Insurance | $26,555 | $39,583 | $45,437 | $54,546 | $9,109 |
| 613302 Dental Insurance | $3,794 | $3,703 | $3,644 | $3,644 | $0 |
| 613304 Vision Insurance | $441 | $507 | $611 | $611 | $0 |
| 613401 Worker's Compensation | $2,763 | $2,507 | $3,007 | $4,339 | $1,332 |
| 613601 LTD, ADD, & Life | $2,498 | $2,588 | $3,245 | $3,245 | $0 |
| 613701 Employee Asst Progr | $174 | $150 | $144 | $144 | $0 |
| 613801 Administration Fee | $0 | $36 | $96 | $96 | $0 |
| 614101 Clothing Allow - FT | $1,954 | $1,303 | $1,440 | $1,840 | $400 |
| 614102 Clothing Allow - PT | $1,188 | $1,554 | $1,120 | $1,320 | $200 |
| **Operations** | **$348,933** | **$396,127** | **$446,551** | **$304,229** | **-$142,322** |
| 621201 Membership Dues | $580 | $755 | $1,210 | $1,210 | $0 |
| 621301 Training & Registration | $2,480 | $2,884 | $6,565 | $6,550 | -$15 |
| 623101 In-State Lodging | $301 | $0 | $450 | $660 | $210 |
| 623102 In-State Meals | $220 | $145 | $333 | $600 | $267 |
| 623103 In-State Transportation | $0 | $0 | $122 | $137 | $15 |
| 623501 Out-Of-State Lodging | $0 | $1,312 | $1,200 | $1,000 | -$200 |
| 623502 Out-Of-State Meals | $0 | $320 | $270 | $355 | $85 |
| 623503 Out-Of-State Transport | $0 | $529 | $550 | $525 | -$25 |
| 623505 Out-Of-State Misc | $0 | $83 | $100 | $100 | $0 |
| 624001 Office Supplies | $304 | $773 | $850 | $850 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 624004 Materials & Supplies | $0 | $18 | $0 | $0 | $0 |
| 624107 Uniforms | $986 | $998 | $2,190 | $2,190 | $0 |
| 625001 Equip. Maint. & Supplies | $4,109 | $2,008 | $7,000 | $7,000 | $0 |
| 625002 Equipment Purchases | $6,609 | $12,561 | $14,250 | $7,950 | -$6,300 |
| 625003 Equipment Rental | $1,152 | $1,745 | $4,000 | $5,000 | $1,000 |
| 625201 Tires/Brakes | $5,591 | $4,804 | $8,000 | $7,000 | -$1,000 |
| 625202 Fuel/Oil | $14,786 | $17,546 | $22,000 | $22,000 | $0 |
| 625203 Fleet Repair | $20,523 | $48,495 | $20,000 | $25,000 | $5,000 |
| 625204 Fleet Lease | $25,185 | $29,492 | $30,744 | $30,745 | $1 |
| 625501 Equipment Repairs | $249 | $178 | $500 | $500 | $0 |
| 625502 Minor Equipment & Tools | $10,577 | $84 | $0 | $0 | $0 |
| 626001 Building Maintenance | $3,174 | $3,017 | $3,950 | $3,950 | $0 |
| 626002 Grounds Maintenance | $104,742 | $105,115 | $132,500 | $135,200 | $2,700 |
| 626003 City Hall Rent | $0 | $2,628 | $1,650 | $1,650 | $0 |
| 631003 Insurance Fees | $9,982 | $7,711 | $7,812 | $7,970 | $158 |
| 631006 Contracted Services | $2,786 | $6,967 | $11,750 | $6,750 | -$5,000 |
| 645001 Special Department Allow | $2,359 | $490 | $750 | $750 | $0 |
| 645002 Donation Expenditures | $800 | $0 | $0 | $0 | $0 |
| 661001 Miscellaneous Supplies | $4,487 | $4,117 | $8,475 | $8,575 | $100 |
| 662001 Miscellaneous Services | $17,353 | $25,390 | $18,880 | $15,010 | -$3,870 |
| 662005 Outside Misc Services | $109,597 | $115,964 | $135,450 | $2 | -$135,448 |
| 663001 Contingency | $0 | $0 | $5,000 | $5,000 | $0 |
| **Capital Expense** | **$5,960** | **$1,776** | **$165,000** | **$547,001** | **$382,001** |
| 673001 Capital Project | $5,960 | $1,776 | $35,000 | $430,000 | $395,000 |
| 674001 Machinery & Equipment | $0 | $0 | $46,500 | $76,501 | $30,001 |
| 674003 Vehicle Replacement | $0 | $0 | $83,500 | $40,500 | -$43,000 |
| **104521 Parks Sum** | **$652,085** | **$731,033** | **$983,300** | **$1,351,340** | **$368,040** |
| **104522 Open Space** | | | | | |
| **Personnel** | **$84,321** | **$66,344** | **$83,840** | **$140,940** | **$57,100** |
| 611101 Full-Time Employees | $54,329 | $33,164 | $47,992 | $48,429 | $437 |
| 611201 Overtime | $0 | $0 | $1,437 | $1,500 | $64 |
| 611501 Part-Time | $0 | $0 | $0 | $48,960 | $48,960 |
| 613101 FICA | $3,838 | $4,282 | $3,781 | $7,561 | $3,780 |
| 613201 Utah Retirement Systems | $9,923 | $10,930 | $8,015 | $8,313 | $298 |
| 613301 Health Insurance | $13,016 | $14,736 | $18,234 | $21,338 | $3,104 |
| 613302 Dental Insurance | $1,126 | $1,183 | $1,299 | $1,271 | -$28 |
| 613304 Vision Insurance | $259 | $262 | $168 | $163 | -$5 |
| 613401 Worker's Compensation | $1,125 | $716 | $585 | $1,187 | $602 |
| 613601 LTD, ADD, & Life | $0 | $0 | $973 | $973 | $0 |
| 613701 Employee Asst Progr | $36 | $38 | $45 | $45 | $0 |
| 613801 Administration Fee | $0 | $9 | $30 | $30 | $0 |
| 614101 Clothing Allow - FT | $371 | $598 | $720 | $460 | -$260 |
| 614102 Clothing Allow - PT | $297 | $427 | $560 | $710 | $150 |
| **Operations** | **$108,156** | **$83,460** | **$121,269** | **$58,330** | **-$62,939** |
| 621301 Training & Registration | $30 | $330 | $1,645 | $1,295 | -$350 |
| 623102 In-State Meals | $0 | $40 | $90 | $45 | -$45 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 623505 Out-Of-State Misc | $0 | $45 | $0 | $0 | $0 |
| 624001 Office Supplies | $121 | $36 | $0 | $0 | $0 |
| 624107 Uniforms | $140 | $435 | $1,120 | $1,030 | -$90 |
| 625001 Equip. Maint. & Supplies | $0 | $0 | $300 | $0 | -$300 |
| 625002 Equipment Purchases | $6,276 | $5,752 | $10,000 | $5,500 | -$4,500 |
| 625003 Equipment Rental | $946 | $661 | $2,500 | $2,500 | $0 |
| 625201 Tires/Brakes | $1,488 | $0 | $1,600 | $1,000 | -$600 |
| 625202 Fuel/Oil | $7,821 | $8,276 | $10,000 | $10,000 | $0 |
| 625203 Fleet Repair | $14,552 | -$1,796 | $6,000 | $6,000 | $0 |
| 625204 Fleet Lease | $8,547 | $8,452 | $12,110 | $12,110 | $0 |
| 625501 Equipment Repairs | $0 | $0 | $300 | $300 | $0 |
| 625502 Minor Equipment & Tools | $1,072 | $928 | $0 | $0 | $0 |
| 626001 Building Maintenance | $0 | $0 | $500 | $500 | $0 |
| 626002 Grounds Maintenance | $17,429 | $14,339 | $14,500 | $14,500 | $0 |
| 631003 Insurance Fees | $1,708 | $1,874 | $2,204 | $2,250 | $46 |
| 645001 Special Department Allow | $0 | $0 | $300 | $300 | $0 |
| 662005 Outside Misc Services | $48,026 | $44,089 | $57,100 | $0 | -$57,100 |
| 663001 Contingency | $0 | $0 | $1,000 | $1,000 | $0 |
| **Capital Expense** | **$57,394** | **$0** | **$25,000** | **$0** | **-$25,000** |
| 673001 Capital Project | $50,485 | $0 | $25,000 | $0 | -$25,000 |
| 674001 Machinery & Equipment | $6,909 | $0 | $0 | $0 | $0 |
| **104522 Open Space Sum** | **$249,870** | **$149,804** | **$230,109** | **$199,270** | **-$30,839** |
| **104561 Recreation** | | | | | |
| **Personnel** | **$368,578** | **$379,813** | **$450,049** | **$416,983** | **-$33,066** |
| 611101 Full-Time Employees | $145,748 | $140,867 | $198,338 | $148,900 | -$49,438 |
| 611201 Overtime | $2,315 | $5,207 | $2,496 | $2,495 | -$1 |
| 611501 Part-Time | $134,926 | $138,644 | $141,440 | $145,265 | $3,825 |
| 613101 FICA | $21,282 | $21,373 | $23,086 | $22,402 | -$684 |
| 613201 Utah Retirement Systems | $25,727 | $25,102 | $27,240 | $25,664 | -$1,576 |
| 613301 Health Insurance | $27,182 | $37,521 | $45,855 | $59,563 | $13,708 |
| 613302 Dental Insurance | $2,415 | $2,905 | $3,084 | $3,000 | -$84 |
| 613304 Vision Insurance | $503 | $613 | $656 | $750 | $94 |
| 613401 Worker's Compensation | $3,891 | $3,421 | $3,576 | $3,485 | -$91 |
| 613601 LTD, ADD, & Life | $1,957 | $1,434 | $1,947 | $1,947 | $0 |
| 613701 Employee Asst Progr | $108 | $104 | $108 | $108 | $0 |
| 613801 Administration Fee | $0 | $11 | $24 | $24 | $0 |
| 614101 Clothing Allow - FT | $0 | $0 | $0 | $180 | $180 |
| 614102 Clothing Allow - PT | $2,525 | $2,611 | $2,200 | $3,200 | $1,000 |
| **Operations** | **$317,628** | **$312,659** | **$361,211** | **$356,271** | **-$4,940** |
| 621201 Membership Dues | $90 | $0 | $90 | $90 | $0 |
| 621301 Training & Registration | $1,191 | $2,843 | $2,700 | $2,965 | $265 |
| 623101 In-State Lodging | $603 | $0 | $1,350 | $1,125 | -$225 |
| 623102 In-State Meals | $306 | $0 | $612 | $660 | $48 |
| 623103 In-State Transportation | $0 | $0 | $122 | $136 | $14 |
| 623501 Out-Of-State Lodging | $0 | $527 | $1,100 | $800 | -$300 |
| 623502 Out-Of-State Meals | $0 | $236 | $320 | $355 | $35 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 623503 Out-Of-State Transport | $0 | $739 | $550 | $525 | -$25 |
| 623505 Out-Of-State Misc | $0 | $0 | $100 | $100 | $0 |
| 624001 Office Supplies | $47 | $300 | $0 | $0 | $0 |
| 624002 Concession Stand | $7,850 | $9,424 | $9,700 | $10,000 | $300 |
| 624004 Materials & Supplies | $86,460 | $99,600 | $108,019 | $110,638 | $2,619 |
| 624005 Printing | $2,699 | $1,601 | $5,610 | $3,670 | -$1,940 |
| 624006 Postage / Mailing | $108 | $0 | $0 | $0 | $0 |
| 625002 Equipment Purchases | $8,388 | $11,734 | $25,680 | $280 | -$25,400 |
| 625201 Tires/Brakes | $0 | $506 | $1,200 | $1,200 | $0 |
| 625202 Fuel/Oil | $956 | $1,577 | $2,000 | $2,000 | $0 |
| 625203 Fleet Repair | $5,910 | $2,038 | $4,000 | $4,000 | $0 |
| 625204 Fleet Lease | $6,446 | $6,447 | $5,710 | $5,710 | $0 |
| 631003 Insurance Fees | $5,242 | $6,387 | $5,872 | $5,990 | $118 |
| 631004 Bank Fees | $10,180 | $9,398 | $9,000 | $8,200 | -$800 |
| 631006 Contracted Services | $47,992 | $38,139 | $81,860 | $47,830 | -$34,030 |
| 631007 Agency Permits | $340 | $170 | $386 | $572 | $186 |
| 645001 Special Department Allow | $3,611 | $629 | $0 | $0 | $0 |
| 645002 Donation Expenditures | $4,825 | $2,848 | $0 | $0 | $0 |
| 661001 Miscellaneous Supplies | $525 | $548 | $350 | $2,290 | $1,940 |
| 662001 Miscellaneous Services | $41,389 | $31,647 | $10,205 | $52,205 | $42,000 |
| 662002 Uniform Services | $483 | $1,281 | $0 | $0 | $0 |
| 662004 Program Officials | $81,987 | $84,040 | $84,676 | $94,930 | $10,254 |
| **104561 Recreation Sum** | **$686,207** | **$692,472** | **$811,260** | **$773,254** | **-$38,006** |
| **104565 Aquatics Center** | | | | | |
| **Personnel** | **$1,182,021** | **$1,279,004** | **$1,255,674** | **$1,297,879** | **$42,205** |
| 611101 Full-Time Employees | $233,596 | $275,783 | $254,976 | $263,356 | $8,380 |
| 611201 Overtime | $1,875 | $3,573 | $2,080 | $2,080 | $0 |
| 611501 Part-Time | $762,793 | $796,121 | $778,570 | $807,103 | $28,533 |
| 613101 FICA | $75,094 | $78,144 | $79,225 | $84,817 | $5,592 |
| 613201 Utah Retirement Systems | $40,810 | $41,392 | $44,073 | $45,531 | $1,458 |
| 613301 Health Insurance | $39,853 | $55,628 | $68,572 | $65,761 | -$2,811 |
| 613302 Dental Insurance | $4,667 | $5,113 | $5,402 | $5,197 | -$205 |
| 613304 Vision Insurance | $806 | $1,065 | $1,168 | $966 | -$202 |
| 613401 Worker's Compensation | $12,850 | $11,679 | $10,563 | $10,623 | $60 |
| 613601 LTD, ADD, & Life | $2,314 | $2,342 | $3,245 | $3,245 | $0 |
| 613701 Employee Asst Progr | $162 | $188 | $180 | $180 | $0 |
| 613801 Administration Fee | $30 | $47 | $120 | $120 | $0 |
| 614101 Clothing Allow - FT | $428 | $153 | $500 | $900 | $400 |
| 614102 Clothing Allow - PT | $6,741 | $7,777 | $7,000 | $8,000 | $1,000 |
| **Operations** | **$383,997** | **$341,817** | **$438,093** | **$404,295** | **-$33,798** |
| 621101 Publications & Subscriptions | $0 | $0 | $150 | $150 | $0 |
| 621201 Membership Dues | $1,417 | $262 | $3,478 | $3,500 | $22 |
| 621301 Training & Registration | $16,224 | $16,893 | $20,878 | $20,000 | -$878 |
| 623101 In-State Lodging | $1,102 | $0 | $1,350 | $1,160 | -$190 |
| 623102 In-State Meals | $612 | $0 | $459 | $495 | $36 |
| 623103 In-State Transportation | $288 | $0 | $472 | $136 | -$336 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 623104 In-State Mileage Reimburs | $0 | $0 | $0 | $350 | $350 |
| 623501 Out-Of-State Lodging | $0 | $527 | $1,000 | $2,000 | $1,000 |
| 623502 Out-Of-State Meals | $0 | $0 | $320 | $650 | $330 |
| 623503 Out-Of-State Transport | $0 | $21 | $550 | $1,000 | $450 |
| 623505 Out-Of-State Misc | $0 | $0 | $100 | $200 | $100 |
| 624001 Office Supplies | $8,649 | $10,647 | $11,852 | $14,485 | $2,633 |
| 624002 Concession Stand | $28,322 | $29,137 | $32,910 | $32,910 | $0 |
| 624003 Small Office Equipment | $125 | $0 | $0 | $0 | $0 |
| 624004 Materials & Supplies | $37,190 | $35,873 | $36,650 | $40,000 | $3,351 |
| 624005 Printing | $35 | $413 | $1,773 | $1,573 | -$200 |
| 624006 Postage / Mailing | $15 | $1 | $343 | $284 | -$59 |
| 625001 Equip. Maint. & Supplies | $26,871 | $21,647 | $50,470 | $32,000 | -$18,470 |
| 625002 Equipment Purchases | $19,342 | $8,921 | $19,880 | $21,530 | $1,650 |
| 625003 Equipment Rental | $54 | $1,436 | $3,500 | $3,700 | $200 |
| 625501 Equipment Repairs | $29,313 | $1,095 | $0 | $0 | $0 |
| 626001 Building Maintenance | $53,944 | $59,577 | $84,260 | $66,350 | -$17,910 |
| 631003 Insurance Fees | $18,467 | $17,075 | $14,821 | $15,120 | $299 |
| 631004 Bank Fees | $33,714 | $31,327 | $27,600 | $28,250 | $650 |
| 631006 Contracted Services | $19,516 | $33,934 | $29,050 | $29,050 | $0 |
| 631007 Agency Permits | $2,425 | $1,940 | $2,110 | $2,110 | $0 |
| 645001 Special Department Allow | $3,351 | $2,561 | $0 | $0 | $0 |
| 645002 Donation Expenditures | $39,497 | $31,695 | $25,000 | $25,000 | $0 |
| 661001 Miscellaneous Supplies | $28,318 | $25,356 | $37,412 | $37,412 | $0 |
| 662001 Miscellaneous Services | $9,815 | $5,099 | $11,506 | $4,880 | -$6,626 |
| 663001 Contingency | $5,392 | $6,380 | $20,200 | $20,000 | -$200 |
| **Capital Expense** | **$39,875** | **$62,040** | **$93,000** | **$183,000** | **$90,000** |
| 673001 Capital Project | $23,952 | $62,040 | $93,000 | $131,000 | $38,000 |
| 674001 Machinery & Equipment | $15,923 | $0 | $0 | $52,000 | $52,000 |
| **104565 Aquatics Center Sum** | **$1,605,894** | **$1,682,861** | **$1,786,767** | **$1,885,174** | **$98,407** |
| **104570 PARAT** | | | | | |
| **Capital Expense** | **$129,726** | **$220,880** | **$205,000** | **$350,000** | **$145,000** |
| 673001 Capital Project | $129,726 | $220,880 | $205,000 | $350,000 | $145,000 |
| **104570 PARAT Sum** | **$129,726** | **$220,880** | **$205,000** | **$350,000** | **$145,000** |
| **104591 Cemetery** | | | | | |
| **Personnel** | **$38,576** | **$52,927** | **$40,371** | **$66,858** | **$26,487** |
| 611101 Full-Time Employees | $34,136 | $35,075 | $27,281 | $32,244 | $4,963 |
| 611201 Overtime | $1,042 | $2,602 | $774 | $780 | $7 |
| 611501 Part-Time | $0 | $0 | $0 | $16,320 | $16,320 |
| 613101 FICA | $535 | $2,636 | $2,146 | $3,784 | $1,638 |
| 613201 Utah Retirement Systems | $1,187 | $6,023 | $4,813 | $5,470 | $657 |
| 613301 Health Insurance | $754 | $5,285 | $4,484 | $5,935 | $1,451 |
| 613302 Dental Insurance | $91 | $572 | $420 | $448 | $28 |
| 613304 Vision Insurance | $17 | $101 | $74 | $79 | $5 |
| 613401 Worker's Compensation | $144 | $425 | $335 | $583 | $248 |
| 613701 Employee Asst Progr | $6 | $38 | $27 | $27 | $0 |
| 613801 Administration Fee | $0 | $9 | $18 | $18 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 614101 Clothing Allow - FT | $320 | $0 | $0 | $460 | $460 |
| 614102 Clothing Allow - PT | $344 | $163 | $0 | $710 | $710 |
| **Operations** | **$52,399** | **$47,123** | **$76,443** | **$40,040** | **-$36,403** |
| 621301 Training & Registration | $275 | $0 | $0 | $0 | $0 |
| 623102 In-State Meals | $48 | $0 | $0 | $45 | $45 |
| 624107 Uniforms | $427 | $0 | $0 | $805 | $805 |
| 625002 Equipment Purchases | $0 | $437 | $3,050 | $2,550 | -$500 |
| 625201 Tires/Brakes | $0 | $0 | $225 | $225 | $0 |
| 625202 Fuel/Oil | $0 | $0 | $4,000 | $4,000 | $0 |
| 625203 Fleet Repair | $0 | $0 | $2,500 | $2,500 | $0 |
| 625204 Fleet Lease | $8,547 | $8,452 | $12,110 | $12,110 | $0 |
| 625501 Equipment Repairs | $0 | $0 | $200 | $200 | $0 |
| 626002 Grounds Maintenance | $11,008 | $8,636 | $11,625 | $12,875 | $1,250 |
| 631003 Insurance Fees | $1,398 | $1,722 | $1,941 | $1,980 | $39 |
| 661001 Miscellaneous Supplies | $0 | $0 | $250 | $250 | $0 |
| 662005 Outside Misc Services | $30,697 | $27,876 | $38,042 | $0 | -$38,042 |
| 663001 Contingency | $0 | $0 | $2,500 | $2,500 | $0 |
| **Capital Expense** | **$27,567** | **$11,350** | **$35,000** | **$250,000** | **$215,000** |
| 673001 Capital Project | $21,067 | $11,350 | $35,000 | $250,000 | $215,000 |
| 674001 Machinery & Equipment | $6,500 | $0 | $0 | $0 | $0 |
| **104591 Cemetery Sum** | **$118,542** | **$111,400** | **$151,815** | **$356,898** | **$205,083** |
| **104611 CED Administration** | | | | | |
| **Personnel** | **$13,641** | **$0** | **$0** | **$0** | **$0** |
| 611201 Overtime | $120 | $0 | $0 | $0 | $0 |
| 611501 Part-Time | $12,540 | $0 | $0 | $0 | $0 |
| 613101 FICA | $969 | $0 | $0 | $0 | $0 |
| 613401 Worker's Compensation | $12 | $0 | $0 | $0 | $0 |
| **Operations** | **$75,027** | **$241,082** | **$792,915** | **$61,497** | **-$731,418** |
| 621201 Membership Dues | $2,500 | $5,000 | $13,950 | $14,100 | $150 |
| 621301 Training & Registration | $0 | $0 | $1,920 | $1,920 | $0 |
| 623501 Out-Of-State Lodging | $0 | $0 | $1,350 | $1,350 | $0 |
| 623502 Out-Of-State Meals | $0 | $0 | $768 | $732 | -$36 |
| 623503 Out-Of-State Transport | $0 | $0 | $600 | $600 | $0 |
| 623505 Out-Of-State Misc | $0 | $0 | $350 | $400 | $50 |
| 624001 Office Supplies | $0 | $24 | $0 | $0 | $0 |
| 624004 Materials & Supplies | $214 | $0 | $500 | $500 | $0 |
| 631003 Insurance Fees | $0 | $0 | $877 | $895 | $18 |
| 631006 Contracted Services | $72,150 | $164,401 | $721,600 | $35,000 | -$686,600 |
| 645001 Special Department Allow | $163 | $71,657 | $51,000 | $6,000 | -$45,000 |
| **Capital Expense** | **$0** | **$4,779,829** | **$1,365,000** | **$1,000,000** | **-$365,000** |
| 673001 Capital Project | $0 | $0 | $0 | $1,000,000 | $1,000,000 |
| 673006 CP - Misc | $0 | $4,779,829 | $1,365,000 | $0 | -$1,365,000 |
| **104611 CED Administration Sum** | **$88,668** | **$5,020,911** | **$2,157,915** | **$1,061,497** | **-$1,096,418** |
| **104612 Communications** | | | | | |
| **Personnel** | **$58,827** | **$82,211** | **$120,742** | **$184,205** | **$63,463** |
| 611101 Full-Time Employees | $29,809 | $52,710 | $54,272 | $59,600 | $5,328 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 611201 Overtime | $120 | $0 | $0 | $0 | $0 |
| 611501 Part-Time | $12,540 | $0 | $32,405 | $80,262 | $47,857 |
| 613101 FICA | $3,185 | $3,930 | $6,631 | $12,843 | $6,212 |
| 613201 Utah Retirement Systems | $4,976 | $8,802 | $9,058 | $9,945 | $887 |
| 613301 Health Insurance | $7,164 | $14,731 | $16,740 | $19,854 | $3,114 |
| 613302 Dental Insurance | $610 | $1,183 | $1,159 | $1,159 | $0 |
| 613304 Vision Insurance | $54 | $262 | $256 | $256 | $0 |
| 613401 Worker's Compensation | $28 | $43 | $71 | $76 | $5 |
| 613601 LTD, ADD, & Life | $244 | $504 | $0 | $0 | $0 |
| 613701 Employee Asst Progr | $18 | $38 | $36 | $36 | $0 |
| 613801 Administration Fee | $0 | $9 | $24 | $24 | $0 |
| 614101 Clothing Allow - FT | $78 | $0 | $60 | $120 | $60 |
| 614102 Clothing Allow - PT | $0 | $0 | $30 | $30 | $0 |
| **Operations** | **$112,945** | **$22,502** | **$69,592** | **$88,927** | **$19,335** |
| 621101 Publications & Subscriptions | $275 | $706 | $650 | $1,860 | $1,210 |
| 621201 Membership Dues | $0 | $400 | $400 | $870 | $470 |
| 621301 Training & Registration | $0 | $470 | $1,395 | $1,475 | $80 |
| 622201 Newsletters | $945 | $1,785 | $1,740 | $1,890 | $150 |
| 623101 In-State Lodging | $0 | $0 | $750 | $500 | -$250 |
| 623102 In-State Meals | $77 | $61 | $335 | $340 | $5 |
| 623104 In-State Mileage Reimburs | $0 | $0 | $244 | $272 | $28 |
| 623501 Out-Of-State Lodging | $0 | $440 | $450 | $1,200 | $750 |
| 623502 Out-Of-State Meals | $0 | $192 | $256 | $305 | $49 |
| 623503 Out-Of-State Transport | $0 | $128 | $300 | $450 | $150 |
| 623505 Out-Of-State Misc | $0 | $0 | $100 | $125 | $25 |
| 624001 Office Supplies | $0 | $67 | $0 | $150 | $150 |
| 624004 Materials & Supplies | $2,009 | $0 | $2,500 | $2,500 | $0 |
| 624005 Printing | $507 | $3,142 | $21,000 | $22,400 | $1,400 |
| 624006 Postage / Mailing | $0 | $784 | $12,400 | $9,800 | -$2,600 |
| 625002 Equipment Purchases | $0 | $1,230 | $0 | $0 | $0 |
| 625003 Equipment Rental | $5,306 | $0 | $0 | $0 | $0 |
| 631003 Insurance Fees | $6,192 | $541 | $722 | $740 | $18 |
| 631006 Contracted Services | $72,487 | $4,773 | $7,000 | $10,000 | $3,000 |
| 645001 Special Department Allow | $25,147 | $7,782 | $19,350 | $29,050 | $9,700 |
| 662001 Miscellaneous Services | $0 | $0 | $0 | $5,000 | $5,000 |
| **104612 Communications Sum** | **$171,772** | **$104,713** | **$190,335** | **$273,132** | **$82,797** |
| **104613 Business Licenses** | | | | | |
| **Personnel** | **$57,176** | **$1,389** | **$0** | **$0** | **$0** |
| 611101 Full-Time Employees | $36,886 | $0 | $0 | $0 | $0 |
| 613101 FICA | $2,655 | $0 | $0 | $0 | $0 |
| 613201 Utah Retirement Systems | $6,813 | $0 | $0 | $0 | $0 |
| 613301 Health Insurance | $9,806 | $1,389 | $0 | $0 | $0 |
| 613302 Dental Insurance | $845 | $0 | $0 | $0 | $0 |
| 613304 Vision Insurance | $108 | $0 | $0 | $0 | $0 |
| 613401 Worker's Compensation | $37 | $0 | $0 | $0 | $0 |
| 613701 Employee Asst Progr | $27 | $0 | $0 | $0 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **Operations** | **$1,444** | **$1,509** | **$0** | **$0** | **$0** |
| 621201 Membership Dues | $0 | $50 | $0 | $0 | $0 |
| 621301 Training & Registration | $0 | $160 | $0 | $0 | $0 |
| 624001 Office Supplies | $447 | $490 | $0 | $0 | $0 |
| 624006 Postage / Mailing | $150 | $5 | $0 | $0 | $0 |
| 631003 Insurance Fees | $198 | $8 | $0 | $0 | $0 |
| 631004 Bank Fees | $649 | $796 | $0 | $0 | $0 |
| **104613 Business Licenses Sum** | **$58,620** | **$2,898** | **$0** | **$0** | **$0** |
| **104614 Code Enforcement** | | | | | |
| **Personnel** | **$0** | **$515** | **$127,188** | **$137,792** | **$10,604** |
| 611101 Full-Time Employees | $0 | $0 | $77,844 | $72,392 | -$5,452 |
| 611201 Overtime | $0 | $0 | $1,800 | $1,820 | $20 |
| 613101 FICA | $0 | $0 | $5,955 | $5,677 | -$278 |
| 613201 Utah Retirement Systems | $0 | $0 | $13,741 | $12,386 | -$1,355 |
| 613301 Health Insurance | $0 | $0 | $22,719 | $39,708 | $16,989 |
| 613302 Dental Insurance | $0 | $0 | $1,719 | $2,318 | $599 |
| 613304 Vision Insurance | $0 | $0 | $355 | $513 | $158 |
| 613401 Worker's Compensation | $0 | $0 | $942 | $864 | -$78 |
| 613601 LTD, ADD, & Life | $0 | $0 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $0 | $0 | $72 | $72 | $0 |
| 613801 Administration Fee | $0 | $0 | $24 | $24 | $0 |
| 614101 Clothing Allow - FT | $0 | $515 | $720 | $720 | $0 |
| **Operations** | **$0** | **$52** | **$15,713** | **$16,018** | **$305** |
| 621101 Publications & Subscriptions | $0 | $0 | $50 | $50 | $0 |
| 621201 Membership Dues | $0 | $0 | $85 | $75 | -$10 |
| 621301 Training & Registration | $0 | $0 | $400 | $500 | $100 |
| 623101 In-State Lodging | $0 | $0 | $600 | $450 | -$150 |
| 623102 In-State Meals | $0 | $0 | $381 | $330 | -$51 |
| 623103 In-State Transportation | $0 | $0 | $0 | $150 | $150 |
| 624001 Office Supplies | $0 | $0 | $300 | $0 | -$300 |
| 625001 Equip. Maint. & Supplies | $0 | $52 | $200 | $0 | -$200 |
| 625201 Tires/Brakes | $0 | $0 | $565 | $1,000 | $435 |
| 625202 Fuel/Oil | $0 | $0 | $2,200 | $3,000 | $800 |
| 625203 Fleet Repair | $0 | $0 | $1,000 | $1,000 | $0 |
| 625204 Fleet Lease | $0 | $0 | $2,618 | $2,618 | $0 |
| 625502 Minor Equipment & Tools | $0 | $0 | $575 | $200 | -$375 |
| 631003 Insurance Fees | $0 | $0 | $1,119 | $1,145 | $26 |
| 631006 Contracted Services | $0 | $0 | $5,500 | $5,500 | $0 |
| 661001 Miscellaneous Supplies | $0 | $0 | $120 | $0 | -$120 |
| **104614 Code Enforcement Sum** | **$0** | **$567** | **$142,901** | **$153,810** | **$10,909** |
| **104632 CDBG** | | | | | |
| **Personnel** | **$19,693** | **$21,380** | **$20,246** | **$39,117** | **$18,871** |
| 611101 Full-Time Employees | $12,516 | $13,813 | $13,048 | $31,457 | $18,409 |
| 613101 FICA | $901 | $989 | $998 | $1,051 | $53 |
| 613201 Utah Retirement Systems | $2,312 | $2,549 | $2,410 | $2,319 | -$91 |
| 613301 Health Insurance | $3,269 | $3,676 | $3,348 | $3,971 | $623 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 613302 Dental Insurance | $282 | $296 | $232 | $153 | -$79 |
| 613304 Vision Insurance | $36 | $37 | $51 | $0 | -$51 |
| 613401 Worker's Compensation | $12 | $11 | $158 | $166 | $8 |
| 613601 LTD, ADD, & Life | $358 | $0 | $0 | $0 | $0 |
| 613701 Employee Asst Progr | $9 | $9 | $0 | $0 | $0 |
| **Operations** | **$2,596** | **$2,174** | **$1,264** | **$1,270** | **$6** |
| 622101 Public Notices | $1,274 | $1,370 | $1,000 | $1,000 | $0 |
| 624001 Office Supplies | $200 | $100 | $100 | $100 | $0 |
| 631003 Insurance Fees | $657 | $679 | $164 | $170 | $6 |
| 662001 Miscellaneous Services | $466 | $25 | $0 | $0 | $0 |
| **Transfers** | **$73,747** | **$26,812** | **$26,781** | **$158,101** | **$131,320** |
| 693001 Pass Through | $73,747 | $26,812 | $26,781 | $158,101 | $131,320 |
| **104632 CDBG Sum** | **$96,037** | **$50,366** | **$48,291** | **$198,488** | **$150,197** |
| **104641 Planning & Engineering** | | | | | |
| **Personnel** | **$129,307** | **$198,098** | **$238,832** | **$314,874** | **$76,042** |
| 611101 Full-Time Employees | $80,457 | $136,703 | $157,082 | $182,322 | $25,240 |
| 611501 Part-Time | $10,489 | $0 | $0 | $31,980 | $31,980 |
| 613101 FICA | $6,586 | $10,097 | $12,017 | $16,968 | $4,951 |
| 613201 Utah Retirement Systems | $14,721 | $23,761 | $28,898 | $32,176 | $3,278 |
| 613301 Health Insurance | $13,092 | $20,512 | $30,132 | $40,701 | $10,569 |
| 613302 Dental Insurance | $1,126 | $1,747 | $2,086 | $1,772 | -$314 |
| 613304 Vision Insurance | $259 | $336 | $461 | $256 | -$205 |
| 613401 Worker's Compensation | $1,057 | $1,617 | $1,879 | $2,166 | $287 |
| 613601 LTD, ADD, & Life | $1,440 | $1,223 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $36 | $72 | $36 | $36 | $0 |
| 613801 Administration Fee | $0 | $16 | $24 | $24 | $0 |
| 614101 Clothing Allow - FT | $44 | $114 | $120 | $375 | $255 |
| 614201 Car Allowance | $0 | $1,900 | $4,800 | $4,800 | $0 |
| **Operations** | **$33,435** | **$44,742** | **$66,779** | **$168,567** | **$101,788** |
| 621101 Publications & Subscriptions | $0 | $0 | $500 | $700 | $200 |
| 621201 Membership Dues | $319 | $338 | $1,360 | $2,130 | $770 |
| 621301 Training & Registration | $222 | $1,244 | $3,950 | $4,950 | $1,000 |
| 623101 In-State Lodging | $0 | -$42 | $750 | $1,000 | $250 |
| 623102 In-State Meals | $18 | $181 | $308 | $498 | $190 |
| 623103 In-State Transportation | $0 | $7 | $100 | $240 | $140 |
| 623501 Out-Of-State Lodging | $0 | $1,564 | $1,200 | $1,200 | $0 |
| 623502 Out-Of-State Meals | $0 | $426 | $370 | $384 | $14 |
| 623503 Out-Of-State Transport | $0 | $637 | $600 | $400 | -$200 |
| 624001 Office Supplies | $2,046 | $1,349 | $750 | $1,000 | $250 |
| 625002 Equipment Purchases | $0 | $0 | $400 | $800 | $400 |
| 625201 Tires/Brakes | $0 | $0 | $700 | $500 | -$200 |
| 625202 Fuel/Oil | $306 | $418 | $500 | $1,000 | $500 |
| 625203 Fleet Repair | $75 | -$131 | $500 | $500 | $0 |
| 625204 Fleet Lease | $0 | $1,575 | $1,395 | $1,395 | $0 |
| 631003 Insurance Fees | $562 | $1,329 | $1,047 | $1,070 | $23 |
| 631006 Contracted Services | $29,285 | $34,263 | $50,350 | $148,800 | $98,450 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 645001 Special Department Allow | $604 | $1,555 | $2,000 | $2,000 | $0 |
| 661001 Miscellaneous Supplies | $0 | $30 | $0 | $0 | $0 |
| **104641 Planning & Engineering Sum** | **$162,742** | **$242,840** | **$305,611** | **$483,441** | **$177,830** |
| **104642 Inspections** | | | | | |
| **Personnel** | **$92,567** | **$97,783** | **$102,002** | **$103,797** | **$1,795** |
| 611101 Full-Time Employees | $67,624 | $71,509 | $74,299 | $67,930 | -$6,369 |
| 613101 FICA | $5,128 | $5,257 | $5,684 | $5,197 | -$487 |
| 613201 Utah Retirement Systems | $12,490 | $13,208 | $13,723 | $11,237 | -$2,486 |
| 613301 Health Insurance | $4,682 | $5,282 | $5,979 | $16,254 | $10,275 |
| 613302 Dental Insurance | $544 | $572 | $560 | $1,159 | $599 |
| 613304 Vision Insurance | $99 | $99 | $99 | $256 | $157 |
| 613401 Worker's Compensation | $918 | $857 | $889 | $805 | -$84 |
| 613601 LTD, ADD, & Life | $986 | $894 | $649 | $649 | $0 |
| 613701 Employee Asst Progr | $36 | $38 | $36 | $36 | $0 |
| 613801 Administration Fee | $0 | $9 | $24 | $24 | $0 |
| 614101 Clothing Allow - FT | $60 | $60 | $60 | $250 | $190 |
| **Operations** | **$4,879** | **$4,664** | **$9,412** | **$8,906** | **-$506** |
| 621101 Publications & Subscriptions | $0 | $0 | $525 | $428 | -$97 |
| 621201 Membership Dues | $210 | $405 | $323 | $363 | $40 |
| 621301 Training & Registration | $400 | $358 | $600 | $1,365 | $765 |
| 623101 In-State Lodging | $487 | $0 | $460 | $460 | $0 |
| 623102 In-State Meals | $204 | $153 | $205 | $220 | $15 |
| 623103 In-State Transportation | $115 | $54 | $125 | $125 | $0 |
| 623501 Out-Of-State Lodging | $0 | $120 | $0 | $0 | $0 |
| 624001 Office Supplies | $0 | $67 | $750 | $0 | -$750 |
| 625002 Equipment Purchases | $0 | $0 | $200 | $200 | $0 |
| 625201 Tires/Brakes | $0 | $354 | $500 | $500 | $0 |
| 625202 Fuel/Oil | $812 | $940 | $2,000 | $1,500 | -$500 |
| 625203 Fleet Repair | $130 | $105 | $500 | $500 | $0 |
| 625204 Fleet Lease | $1,557 | $1,575 | $1,395 | $1,395 | $0 |
| 631003 Insurance Fees | $464 | $518 | $830 | $850 | $20 |
| 631006 Contracted Services | $500 | $0 | $1,000 | $1,000 | $0 |
| 661001 Miscellaneous Supplies | $0 | $14 | $0 | $0 | $0 |
| **104642 Inspections Sum** | **$97,446** | **$102,447** | **$111,414** | **$112,703** | **$1,289** |
| **104643 Permits** | | | | | |
| **Personnel** | **$62,024** | **$2,185** | **$0** | **$0** | **$0** |
| 611101 Full-Time Employees | $37,985 | $864 | $0 | $0 | $0 |
| 613101 FICA | $2,733 | $65 | $0 | $0 | $0 |
| 613201 Utah Retirement Systems | $7,016 | $160 | $0 | $0 | $0 |
| 613301 Health Insurance | $12,961 | $1,058 | $0 | $0 | $0 |
| 613302 Dental Insurance | $1,126 | $32 | $0 | $0 | $0 |
| 613304 Vision Insurance | $99 | $4 | $0 | $0 | $0 |
| 613401 Worker's Compensation | $38 | $1 | $0 | $0 | $0 |
| 613701 Employee Asst Progr | $36 | $3 | $0 | $0 | $0 |
| 613801 Administration Fee | $30 | $0 | $0 | $0 | $0 |
| **Operations** | **$1,552** | **$1,181** | **$0** | **$0** | **$0** |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 621201 Membership Dues | $25 | $0 | $0 | $0 | $0 |
| 621301 Training & Registration | $130 | $260 | $0 | $0 | $0 |
| 623101 In-State Lodging | $282 | $0 | $0 | $0 | $0 |
| 623102 In-State Meals | $153 | $0 | $0 | $0 | $0 |
| 624001 Office Supplies | $0 | $265 | $0 | $0 | $0 |
| 631003 Insurance Fees | $326 | $3 | $0 | $0 | $0 |
| 631004 Bank Fees | $636 | $652 | $0 | $0 | $0 |
| **104643 Permits Sum** | **$63,576** | **$3,366** | **$0** | **$0** | **$0** |
| **104711 Bonds** | | | | | |
| **Operations** | **$3,300** | **$3,500** | **$5,000** | **$4,575** | **-$425** |
| 631004 Bank Fees | $3,300 | $3,500 | $5,000 | $4,575 | -$425 |
| **Debt** | **$10,316,628** | **$923,950** | **$929,581** | **$927,085** | **-$2,496** |
| 681001 Debt Service-Principal | $10,129,600 | $699,000 | $723,000 | $738,000 | $15,000 |
| 681002 Debt Service-Interest | $187,029 | $224,950 | $206,581 | $189,085 | -$17,496 |
| **104711 Bonds Sum** | **$10,319,928** | **$927,450** | **$934,581** | **$931,660** | **-$2,921** |
| **104810 Transfers to Other Funds** | | | | | |
| **Transfers** | **$1,684,000** | **$1,382,200** | **$1,640,491** | **$1,321,500** | **-$318,991** |
| 691004 Trnf GF | $1,684,000 | $1,382,200 | $1,640,491 | $1,321,500 | -$318,991 |
| **104810 Transfers to Other Funds Sum** | **$1,684,000** | **$1,382,200** | **$1,640,491** | **$1,321,500** | **-$318,991** |
| **204611 CED Administration** | | | | | |
| **Operations** | **$0** | **$0** | **$50,000** | **$0** | **-$50,000** |
| 645004 Developer Increments | $0 | $0 | $50,000 | $0 | -$50,000 |
| **Capital Expense** | **$46,239** | **$0** | **$50,000** | **$0** | **-$50,000** |
| 673001 Capital Project | $46,239 | $0 | $50,000 | $0 | -$50,000 |
| **Debt** | **$14,128** | **$22,776** | **$20,000** | **$24,000** | **$4,000** |
| 681002 Debt Service-Interest | $14,128 | $22,776 | $20,000 | $24,000 | $4,000 |
| **204611 CED Administration Sum** | **$60,367** | **$22,776** | **$120,000** | **$24,000** | **-$96,000** |
| **204615 RDA #9** | | | | | |
| **Transfers** | **$231,529** | **$270,000** | **$260,000** | **$263,800** | **$3,800** |
| 691004 Trnf GF | $231,529 | $270,000 | $260,000 | $263,800 | $3,800 |
| **204615 RDA #9 Sum** | **$231,529** | **$270,000** | **$260,000** | **$263,800** | **$3,800** |
| **204616 RDA #6** | | | | | |
| **Transfers** | **$37,026** | **$25,000** | **$0** | **$25,000** | **$25,000** |
| 691004 Trnf GF | $37,026 | $25,000 | $0 | $25,000 | $25,000 |
| **204616 RDA #6 Sum** | **$37,026** | **$25,000** | **$0** | **$25,000** | **$25,000** |
| **204617 RDA #7** | | | | | |
| **Operations** | **$0** | **$0** | **$40,000** | **$72,042** | **$32,042** |
| 645004 Developer Increments | $0 | $0 | $40,000 | $72,042 | $32,042 |
| **Capital Expense** | **$4,932** | **$985,525** | **$0** | **$0** | **$0** |
| 673001 Capital Project | $4,932 | $0 | $0 | $0 | $0 |
| 673006 CP - Misc | $0 | $985,525 | $0 | $0 | $0 |
| **Transfers** | **$126,389** | **$242,803** | **$157,482** | **$160,408** | **$2,926** |
| 691004 Trnf GF | $126,389 | $242,803 | $157,482 | $160,408 | $2,926 |
| **204617 RDA #7 Sum** | **$131,321** | **$1,228,328** | **$197,482** | **$232,450** | **$34,968** |
| **204618 RDA #8** | | | | | |
| **Transfers** | **$113,308** | **$140,000** | **$160,000** | **$150,000** | **-$10,000** |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 691004 Trnf GF | $113,308 | $140,000 | $160,000 | $150,000 | -$10,000 |
| **204618 RDA #8 Sum** | **$113,308** | **$140,000** | **$160,000** | **$150,000** | **-$10,000** |
| **204619 RDA #10** | | | | | |
| **Transfers** | **$302,155** | **$250,000** | **$335,000** | **$330,000** | **-$5,000** |
| 691004 Trnf GF | $302,155 | $250,000 | $335,000 | $330,000 | -$5,000 |
| **204619 RDA #10 Sum** | **$302,155** | **$250,000** | **$335,000** | **$330,000** | **-$5,000** |
| **204623 EDA #3** | | | | | |
| **Operations** | **$0** | **$178,214** | **$758,925** | **$634,987** | **-$123,938** |
| 645004 Developer Increments | $0 | $178,214 | $758,925 | $634,987 | -$123,938 |
| **Transfers** | **$0** | **$10,867** | **$46,276** | **$38,719** | **-$7,557** |
| 691004 Trnf GF | $0 | $10,867 | $46,276 | $38,719 | -$7,557 |
| **204623 EDA #3 Sum** | **$0** | **$189,081** | **$805,201** | **$673,706** | **-$131,495** |
| **204624 EDA #3** | | | | | |
| **Operations** | **$0** | **$0** | **$0** | **$260,521** | **$260,521** |
| 645004 Developer Increments | $0 | $0 | $0 | $260,521 | $260,521 |
| **Transfers** | **$0** | **$0** | **$0** | **$13,712** | **$13,712** |
| 691004 Trnf GF | $0 | $0 | $0 | $13,712 | $13,712 |
| **204624 EDA #3 Sum** | **$0** | **$0** | **$0** | **$274,233** | **$274,233** |
| **314711 Bonds** | | | | | |
| **Operations** | **$400** | **$400** | **$500** | **$525** | **$25** |
| 631004 Bank Fees | $400 | $400 | $500 | $525 | $25 |
| **Debt** | **$1,093,650** | **$1,079,877** | **$1,085,000** | **$1,055,300** | **-$29,700** |
| 681001 Debt Service-Principal | $960,000 | $975,000 | $1,010,000 | $1,010,000 | $0 |
| 681002 Debt Service-Interest | $133,650 | $104,877 | $75,000 | $45,300 | -$29,700 |
| **314711 Bonds Sum** | **$1,094,050** | **$1,080,277** | **$1,085,500** | **$1,055,825** | **-$29,675** |
| **404521 Capital Projects-Parks** | | | | | |
| **Capital Expense** | **$215,775** | **$39,996** | **$350,000** | **$0** | **-$350,000** |
| 673001 Capital Project | $215,775 | $39,996 | $350,000 | $0 | -$350,000 |
| **404521 Capital Projects-Parks Sum** | **$215,775** | **$39,996** | **$350,000** | **$0** | **-$350,000** |
| **454161 Capital Projects-Buildings** | | | | | |
| **Capital Expense** | **$104,431** | **$755,460** | **$190,000** | **$20,000** | **-$170,000** |
| 673001 Capital Project | $104,431 | $755,460 | $190,000 | $20,000 | -$170,000 |
| **454161 Capital Projects-Buildings Sum** | **$104,431** | **$755,460** | **$190,000** | **$20,000** | **-$170,000** |
| **454410 Capital Projects-Streets** | | | | | |
| **Capital Expense** | **$581,932** | **$1,875,431** | **$2,699,000** | **$3,025,817** | **$326,817** |
| 673001 Capital Project | $581,932 | $1,875,431 | $2,699,000 | $3,025,817 | $326,817 |
| **454410 Capital Projects-Streets Sum** | **$581,932** | **$1,875,431** | **$2,699,000** | **$3,025,817** | **$326,817** |
| **454521 Capital Projects-Parks** | | | | | |
| **Capital Expense** | **$0** | **$0** | **$345,000** | **$50,000** | **-$295,000** |
| 673001 Capital Project | $0 | $0 | $345,000 | $50,000 | -$295,000 |
| **454521 Capital Projects-Parks Sum** | **$0** | **$0** | **$345,000** | **$50,000** | **-$295,000** |
| **454522 Capital Projects-Open Space** | | | | | |
| **Capital Expense** | **$18,681** | **$0** | **$52,000** | **$0** | **-$52,000** |
| 673001 Capital Project | $18,681 | $0 | $52,000 | $0 | -$52,000 |
| **454522 Capital Projects-Open Space Sum** | **$18,681** | **$0** | **$52,000** | **$0** | **-$52,000** |
| **454632 Capital Projects-CDBG** | | | | | |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **Capital Expense** | **$148,633** | **$0** | **$0** | **$0** | **$0** |
| 673001 Capital Project | $148,633 | $0 | $0 | $0 | $0 |
| **454632 Capital Projects-CDBG Sum** | **$148,633** | **$0** | **$0** | **$0** | **$0** |
| **505011 Utility Administration** | | | | | |
| **Personnel** | **$131,856** | **$140,789** | **$168,173** | **$182,107** | **$13,933** |
| 611101 Full-Time Employees | $71,194 | $87,121 | $92,451 | $98,480 | $6,029 |
| 611201 Overtime | $303 | $429 | $0 | $0 | $0 |
| 611501 Part-Time | $20,301 | $7,124 | $15,877 | $16,033 | $156 |
| 613101 FICA | $7,089 | $7,161 | $8,287 | $8,760 | $473 |
| 613201 Utah Retirement Systems | $13,908 | $16,197 | $17,264 | $18,374 | $1,110 |
| 613301 Health Insurance | $16,449 | $20,652 | $30,570 | $36,730 | $6,160 |
| 613302 Dental Insurance | $1,468 | $1,540 | $1,615 | $1,616 | $1 |
| 613304 Vision Insurance | $323 | $306 | $364 | $364 | $0 |
| 613401 Worker's Compensation | $108 | $119 | $89 | $94 | $5 |
| 613601 LTD, ADD, & Life | $468 | $34 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $56 | $65 | $63 | $63 | $0 |
| 613801 Administration Fee | $42 | $41 | $55 | $55 | $0 |
| 614101 Clothing Allow - FT | $117 | $0 | $120 | $120 | $0 |
| 614102 Clothing Allow - PT | $30 | $0 | $120 | $120 | $0 |
| **Operations** | **$59,888** | **$56,897** | **$81,500** | **$81,650** | **$150** |
| 621301 Training & Registration | $0 | $93 | $1,600 | $1,600 | $0 |
| 623105 In-State Miscellaneous | $0 | $0 | $50 | $50 | $0 |
| 624001 Office Supplies | $5,869 | $3,519 | $0 | $0 | $0 |
| 624003 Small Office Equipment | $129 | $0 | $1,000 | $1,000 | $0 |
| 624004 Materials & Supplies | $0 | $0 | $500 | $500 | $0 |
| 624005 Printing | $14,928 | $18,985 | $27,850 | $27,850 | $0 |
| 624006 Postage / Mailing | $35,398 | $32,997 | $40,850 | $40,850 | $0 |
| 624204 Annual Maint. & Support | $0 | $0 | $7,250 | $7,250 | $0 |
| 631003 Insurance Fees | $1,465 | $0 | $0 | $0 | $0 |
| 631004 Bank Fees | $704 | $114 | $900 | $1,050 | $150 |
| 645001 Special Department Allow | $1,249 | $888 | $1,500 | $1,500 | $0 |
| 662001 Miscellaneous Services | $147 | $301 | $0 | $0 | $0 |
| **Transfers** | **$145,985** | **$143,942** | **$137,610** | **$137,610** | **$0** |
| 691009 Trnf Indirect Cost Alloca | $145,985 | $143,942 | $137,610 | $137,610 | $0 |
| **505011 Utility Administration Sum** | **$337,729** | **$341,628** | **$387,283** | **$401,367** | **$14,083** |
| **515101 Water Department** | | | | | |
| **Personnel** | **$285,048** | **$343,529** | **$414,704** | **$423,112** | **$8,407** |
| 611101 Full-Time Employees | $166,451 | $197,867 | $228,914 | $236,525 | $7,611 |
| 611201 Overtime | $11,479 | $13,513 | $13,000 | $13,000 | $0 |
| 611501 Part-Time | $388 | $5,754 | $21,840 | $22,415 | $575 |
| 613101 FICA | $13,208 | $15,242 | $18,506 | $20,803 | $2,297 |
| 613201 Utah Retirement Systems | $32,176 | $35,163 | $41,916 | $42,859 | $943 |
| 613301 Health Insurance | $52,202 | $63,944 | $78,609 | $76,099 | -$2,510 |
| 613302 Dental Insurance | $4,148 | $4,923 | $5,197 | $4,583 | -$614 |
| 613304 Vision Insurance | $635 | $1,027 | $1,078 | $570 | -$508 |
| 613401 Worker's Compensation | $1,085 | $2,534 | $1,625 | $1,518 | -$107 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 613601 LTD, ADD, & Life | $2,047 | $2,060 | $1,947 | $1,947 | $0 |
| 613701 Employee Asst Progr | $141 | $179 | $194 | $194 | $0 |
| 613801 Administration Fee | $6 | $32 | $78 | $78 | $0 |
| 614101 Clothing Allow - FT | $1,081 | $1,292 | $1,440 | $1,800 | $360 |
| 614102 Clothing Allow - PT | $0 | $0 | $360 | $720 | $360 |
| **Operations** | **$2,452,397** | **$2,422,275** | **$2,711,480** | **$2,819,420** | **$107,940** |
| 621101 Publications & Subscriptions | $0 | $0 | $200 | $4,000 | $3,800 |
| 621201 Membership Dues | $2,968 | $2,018 | $2,600 | $2,800 | $200 |
| 621301 Training & Registration | $4,810 | $1,675 | $4,095 | $7,660 | $3,565 |
| 623101 In-State Lodging | $560 | $0 | $1,200 | $0 | -$1,200 |
| 623102 In-State Meals | $397 | $97 | $408 | $0 | -$408 |
| 623103 In-State Transportation | $0 | $0 | $250 | $0 | -$250 |
| 624001 Office Supplies | $966 | $339 | $450 | $450 | $0 |
| 624004 Materials & Supplies | $80,964 | $74,157 | $81,300 | $85,850 | $4,550 |
| 624006 Postage / Mailing | $2,895 | $3,151 | $3,500 | $3,900 | $400 |
| 624107 Uniforms | $654 | $1,337 | $2,700 | $2,850 | $150 |
| 624204 Annual Maint. & Support | $0 | $318 | $4,900 | $6,000 | $1,100 |
| 625001 Equip. Maint. & Supplies | $7,612 | $167 | $15,500 | $16,500 | $1,000 |
| 625002 Equipment Purchases | $2,365 | $300 | $2,850 | $2,400 | -$450 |
| 625201 Tires/Brakes | $4,357 | $5,653 | $5,000 | $5,000 | $0 |
| 625202 Fuel/Oil | $13,031 | $17,010 | $19,000 | $19,000 | $0 |
| 625203 Fleet Repair | $13,537 | $14,065 | $15,000 | $15,000 | $0 |
| 625204 Fleet Lease | $30,601 | $32,657 | $28,923 | $28,925 | $2 |
| 626001 Building Maintenance | $447 | $1,172 | $3,275 | $3,275 | $0 |
| 627001 Electric | $172,104 | $115,726 | $210,000 | $180,000 | -$30,000 |
| 631003 Insurance Fees | $34,007 | $29,377 | $27,239 | $27,785 | $546 |
| 631004 Bank Fees | $15,859 | $18,755 | $21,350 | $21,675 | $325 |
| 631006 Contracted Services | $31,749 | $22,773 | $57,840 | $49,640 | -$8,200 |
| 645001 Special Department Allow | $448 | $422 | $1,250 | $1,250 | $0 |
| 651501 Depreciation | $898,210 | $895,731 | $905,000 | $905,000 | $0 |
| 661001 Miscellaneous Supplies | $750 | $1,632 | $3,350 | $6,100 | $2,750 |
| 662001 Miscellaneous Services | $1,133,107 | $1,183,743 | $1,294,300 | $1,424,360 | $130,060 |
| **Capital Expense** | **$80,556** | **$65,476** | **$150,501** | **$357,810** | **$207,309** |
| 674001 Machinery & Equipment | $11,714 | $0 | $30,000 | $84,750 | $54,750 |
| 674002 Equipment Replacements | $41,442 | $33,976 | $82,501 | $84,110 | $1,609 |
| 674003 Vehicle Replacement | $27,400 | $31,500 | $38,000 | $188,950 | $150,950 |
| **Debt** | **$46,300** | **$34,834** | **$31,500** | **$19,300** | **-$12,200** |
| 681002 Debt Service-Interest | $46,300 | $36,800 | $31,500 | $19,300 | -$12,200 |
| 681003 Backhoe Lease Obligations | $0 | -$1,966 | $0 | $0 | $0 |
| **Transfers** | **$671,038** | **$661,565** | **$743,264** | **$744,302** | **$1,038** |
| 691001 Trnf Other Funds | $144,614 | $143,040 | $143,040 | $139,300 | -$3,740 |
| 691003 Trnf EF Sales Tax Bond | $74,818 | $82,232 | $82,733 | $82,511 | -$222 |
| 691005 Trnf EF | $63,591 | $49,285 | $78,152 | $78,152 | $0 |
| 691008 Nonoperating Transfer | $91,165 | $90,899 | $100,000 | $105,000 | $5,000 |
| 691009 Trnf Indirect Cost Alloca | $296,850 | $296,109 | $339,339 | $339,339 | $0 |
| **515101 Water Department Sum** | **$3,535,339** | **$3,527,679** | **$4,051,449** | **$4,363,944** | **$312,495** |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **515110 Water Capital Projects** | | | | | |
| **Capital Expense** | **$0** | **$20,378** | **$4,820,058** | **$3,065,450** | **-$1,754,608** |
| 673001 Capital Project | $0 | $20,378 | $4,820,058 | $3,065,450 | -$1,754,608 |
| **515110 Water Capital Projects Sum** | **$0** | **$20,378** | **$4,820,058** | **$3,065,450** | **-$1,754,608** |
| **525201 Sewer Department** | | | | | |
| **Personnel** | **$326,516** | **$372,377** | **$423,310** | **$426,827** | **$3,517** |
| 611101 Full-Time Employees | $206,837 | $235,919 | $268,792 | $252,563 | -$16,229 |
| 611201 Overtime | $11,958 | $11,957 | $7,000 | $7,020 | $20 |
| 611501 Part-Time | $388 | $0 | $0 | $0 | $0 |
| 613101 FICA | $15,818 | $17,640 | $20,563 | $19,858 | -$705 |
| 613201 Utah Retirement Systems | $39,630 | $42,465 | $48,264 | $46,001 | -$2,263 |
| 613301 Health Insurance | $41,225 | $52,941 | $65,818 | $88,589 | $22,771 |
| 613302 Dental Insurance | $3,748 | $4,519 | $4,785 | $5,183 | $398 |
| 613304 Vision Insurance | $805 | $944 | $989 | $1,083 | $94 |
| 613401 Worker's Compensation | $3,411 | $3,114 | $3,391 | $2,822 | -$569 |
| 613601 LTD, ADD, & Life | $1,699 | $1,758 | $1,947 | $1,947 | $0 |
| 613701 Employee Asst Progr | $141 | $180 | $194 | $194 | $0 |
| 613801 Administration Fee | $6 | $50 | $126 | $126 | $0 |
| 614101 Clothing Allow - FT | $851 | $890 | $1,440 | $1,440 | $0 |
| **Operations** | **$3,385,750** | **$3,798,337** | **$3,950,214** | **$4,057,450** | **$107,236** |
| 621301 Training & Registration | $911 | $1,275 | $1,900 | $1,725 | -$175 |
| 623102 In-State Meals | $104 | $0 | $0 | $0 | $0 |
| 624001 Office Supplies | $639 | $138 | $350 | $350 | $0 |
| 624004 Materials & Supplies | $1,270 | $4,801 | $4,050 | $4,600 | $550 |
| 624107 Uniforms | $905 | $905 | $1,900 | $1,900 | $0 |
| 625002 Equipment Purchases | $0 | $0 | $2,100 | $0 | -$2,100 |
| 625201 Tires/Brakes | $1,702 | $582 | $3,000 | $3,000 | $0 |
| 625202 Fuel/Oil | $3,979 | $3,992 | $7,000 | $6,000 | -$1,000 |
| 625203 Fleet Repair | $14,537 | $12,276 | $15,000 | $15,000 | $0 |
| 625204 Fleet Lease | $15,093 | $14,723 | $13,039 | $13,040 | $1 |
| 626001 Building Maintenance | $425 | $1,769 | $1,500 | $2,100 | $600 |
| 631003 Insurance Fees | $17,307 | $14,901 | $14,985 | $15,285 | $300 |
| 631004 Bank Fees | $15,107 | $20,054 | $16,000 | $25,000 | $9,000 |
| 631006 Contracted Services | $101,718 | $101,419 | $106,090 | $191,090 | $85,000 |
| 645001 Special Department Allow | $45 | $0 | $1,250 | $1,250 | $0 |
| 651501 Depreciation | $558,246 | $574,836 | $560,000 | $575,000 | $15,000 |
| 661001 Miscellaneous Supplies | $595 | $391 | $1,750 | $1,750 | $0 |
| 662001 Miscellaneous Services | $2,653,166 | $3,046,275 | $3,200,300 | $3,200,360 | $60 |
| **Capital Expense** | **$5,296** | **$31,500** | **$38,000** | **$0** | **-$38,000** |
| 674001 Machinery & Equipment | $215 | $0 | $0 | $0 | $0 |
| 674003 Vehicle Replacement | $5,081 | $31,500 | $38,000 | $0 | -$38,000 |
| **Transfers** | **$565,063** | **$553,771** | **$607,425** | **$604,796** | **-$2,629** |
| 691001 Trnf Other Funds | $108,002 | $106,905 | $106,905 | $104,475 | -$2,430 |
| 691003 Trnf EF Sales Tax Bond | $67,691 | $73,916 | $74,366 | $74,167 | -$199 |
| 691005 Trnf EF | $68,160 | $53,404 | $79,774 | $79,774 | $0 |
| 691009 Trnf Indirect Cost Alloca | $321,209 | $319,546 | $346,380 | $346,380 | $0 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| **525201 Sewer Department Sum** | **$4,282,625** | **$4,755,985** | **$5,018,949** | **$5,089,073** | **$70,124** |
| **525210 Sewer Capital Projects** | | | | | |
| **Capital Expense** | **$0** | **$11,158** | **$2,067,000** | **$1,987,450** | **-$79,550** |
| 673001 Capital Project | $0 | $11,158 | $2,067,000 | $1,987,450 | -$79,550 |
| **525210 Sewer Capital Projects Sum** | **$0** | **$11,158** | **$2,067,000** | **$1,987,450** | **-$79,550** |
| **535301 Storm Drain** | | | | | |
| **Personnel** | **$224,145** | **$237,836** | **$239,118** | **$276,156** | **$37,037** |
| 611101 Full-Time Employees | $133,982 | $141,716 | $148,260 | $153,341 | $5,081 |
| 611201 Overtime | $2,814 | $5,348 | $3,000 | $3,015 | $15 |
| 611501 Part-Time | $12,472 | $10,200 | $312 | $24,000 | $23,688 |
| 613101 FICA | $10,661 | $11,644 | $11,366 | $13,748 | $2,382 |
| 613201 Utah Retirement Systems | $24,706 | $24,642 | $26,047 | $27,963 | $1,916 |
| 613301 Health Insurance | $32,766 | $37,077 | $43,099 | $46,261 | $3,162 |
| 613302 Dental Insurance | $2,659 | $3,017 | $3,066 | $2,709 | -$357 |
| 613304 Vision Insurance | $491 | $494 | $423 | $474 | $51 |
| 613401 Worker's Compensation | $2,118 | $1,983 | $1,352 | $2,090 | $738 |
| 613601 LTD, ADD, & Life | $990 | $781 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $69 | $102 | $122 | $122 | $0 |
| 613801 Administration Fee | $6 | $23 | $54 | $54 | $0 |
| 614101 Clothing Allow - FT | $410 | $809 | $720 | $1,080 | $360 |
| **Operations** | **$765,904** | **$745,377** | **$795,291** | **$825,836** | **$30,545** |
| 621101 Publications & Subscriptions | $0 | $0 | $100 | $100 | $0 |
| 621201 Membership Dues | $0 | $0 | $725 | $740 | $15 |
| 621301 Training & Registration | $408 | $720 | $1,325 | $1,625 | $300 |
| 623101 In-State Lodging | $0 | $253 | $375 | $375 | $0 |
| 623102 In-State Meals | $0 | $153 | $153 | $165 | $12 |
| 623103 In-State Transportation | $0 | $85 | $125 | $136 | $11 |
| 624001 Office Supplies | $315 | $388 | $500 | $500 | $0 |
| 624004 Materials & Supplies | $766 | $4,147 | $2,900 | $5,450 | $2,550 |
| 624101 Claims & Damages | $0 | $120 | $0 | $0 | $0 |
| 624107 Uniforms | $310 | $270 | $1,425 | $1,425 | $0 |
| 625001 Equip. Maint. & Supplies | $859 | $138 | $1,600 | $1,550 | -$50 |
| 625002 Equipment Purchases | $0 | $3,366 | $2,100 | $0 | -$2,100 |
| 625003 Equipment Rental | $0 | $0 | $0 | $4,000 | $4,000 |
| 625201 Tires/Brakes | $338 | $519 | $1,000 | $1,000 | $0 |
| 625202 Fuel/Oil | $1,926 | $2,804 | $5,500 | $5,500 | $0 |
| 625203 Fleet Repair | $21,833 | $67 | $10,000 | $10,000 | $0 |
| 625204 Fleet Lease | $8,221 | $8,171 | $7,236 | $7,240 | $4 |
| 626001 Building Maintenance | $425 | $120 | $0 | $0 | $0 |
| 631003 Insurance Fees | $10,229 | $5,484 | $5,837 | $5,955 | $118 |
| 631004 Bank Fees | $4,015 | $4,903 | $5,200 | $5,825 | $625 |
| 631006 Contracted Services | $40,574 | $22,849 | $65,090 | $65,090 | $0 |
| 645001 Special Department Allow | $7,068 | $7,068 | $8,300 | $8,300 | $0 |
| 651501 Depreciation | $668,398 | $683,569 | $669,000 | $685,000 | $16,000 |
| 661001 Miscellaneous Supplies | $0 | $0 | $1,500 | $1,500 | $0 |
| 662001 Miscellaneous Services | $220 | $183 | $300 | $9,360 | $9,060 |

# FY2020 Expenditure Budget

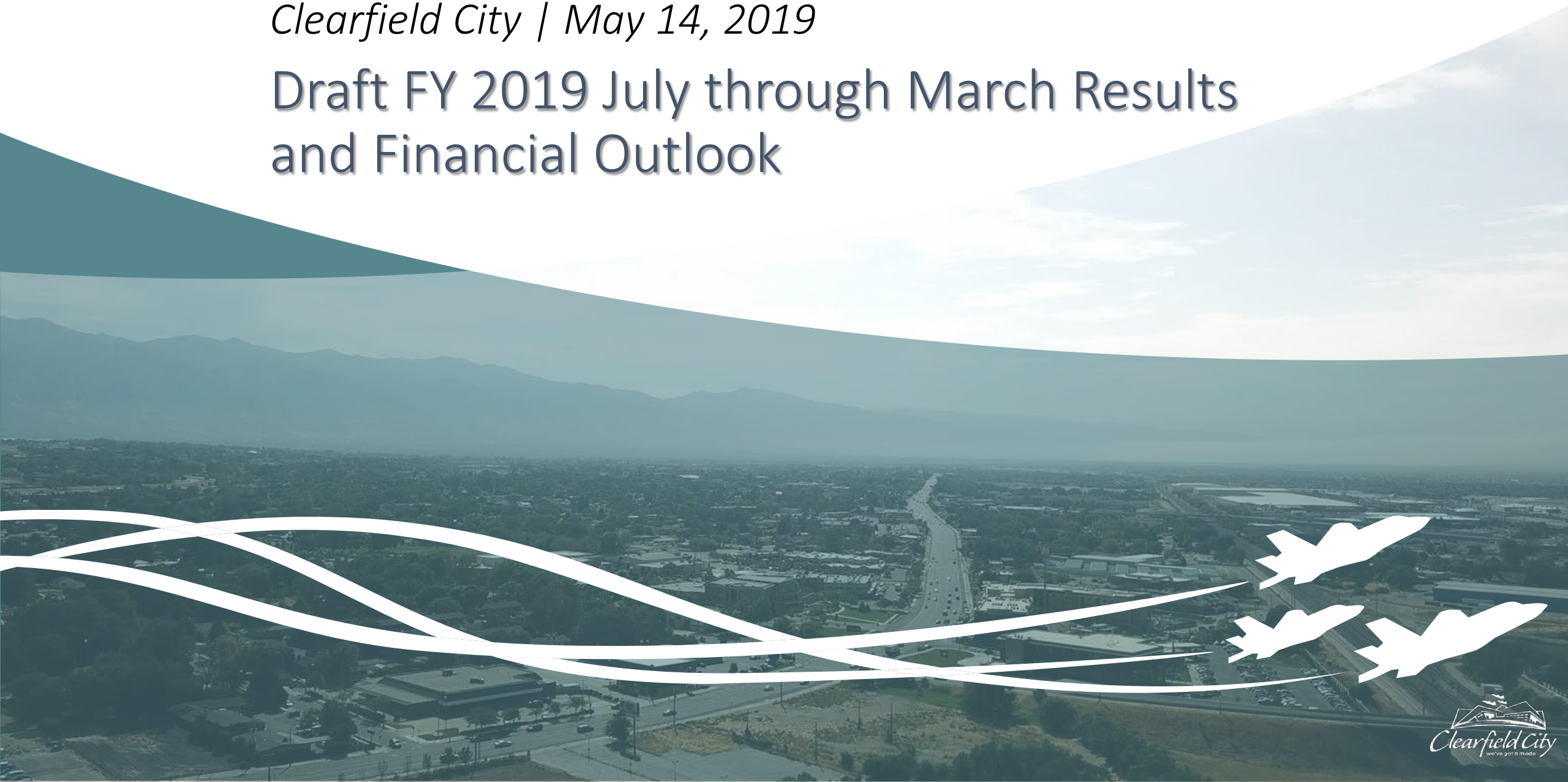
| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 663001 Contingency | $0 | $0 | $5,000 | $5,000 | $0 |
| **Capital Expense** | **$43,886** | **$0** | **$272,000** | **$0** | **-$272,000** |
| 674001 Machinery & Equipment | $886 | $0 | $0 | $0 | $0 |
| 674003 Vehicle Replacement | $43,000 | $0 | $272,000 | $0 | -$272,000 |
| **Transfers** | **$299,877** | **$308,452** | **$265,671** | **$265,103** | **-$568** |
| 691001 Trnf Other Funds | $25,200 | $24,945 | $24,945 | $24,377 | -$568 |
| 691005 Trnf EF | $48,761 | $41,720 | $45,063 | $45,063 | $0 |
| 691009 Trnf Indirect Cost Alloca | $225,916 | $241,787 | $195,663 | $195,663 | $0 |
| **535301 Storm Drain Sum** | **$1,333,813** | **$1,291,665** | **$1,572,080** | **$1,367,095** | **-$204,986** |
| **535310 Storm Drain Capital Projects** | | | | | |
| **Capital Expense** | **$0** | **$0** | **$2,754,500** | **$2,634,950** | **-$119,550** |
| 673001 Capital Project | $0 | $0 | $2,754,500 | $2,634,950 | -$119,550 |
| **535310 Storm Drain Capital Projects Sum** | **$0** | **$0** | **$2,754,500** | **$2,634,950** | **-$119,550** |
| **545401 Solid Waste** | | | | | |
| **Personnel** | **$28,678** | **$30,006** | **$56,387** | **$59,982** | **$3,595** |
| 611101 Full-Time Employees | $20,712 | $21,805 | $38,017 | $40,251 | $2,234 |
| 613101 FICA | $1,579 | $1,659 | $2,908 | $3,079 | $171 |
| 613201 Utah Retirement Systems | $4,006 | $3,893 | $7,067 | $7,523 | $456 |
| 613301 Health Insurance | $1,923 | $2,181 | $5,823 | $6,530 | $707 |
| 613302 Dental Insurance | $149 | $157 | $385 | $385 | $0 |
| 613304 Vision Insurance | $29 | $29 | $80 | $80 | $0 |
| 613401 Worker's Compensation | $274 | $268 | $460 | $487 | $27 |
| 613601 LTD, ADD, & Life | $0 | $0 | $1,622 | $1,622 | $0 |
| 613701 Employee Asst Progr | $7 | $8 | $14 | $14 | $0 |
| 613801 Administration Fee | $0 | $6 | $11 | $11 | $0 |
| **Operations** | **$1,015,010** | **$1,115,781** | **$1,110,319** | **$1,396,135** | **$285,816** |
| 626002 Grounds Maintenance | $0 | $0 | $4,000 | $0 | -$4,000 |
| 631003 Insurance Fees | $6,186 | $6,288 | $5,549 | $5,660 | $111 |
| 631004 Bank Fees | $9,895 | $7,046 | $7,100 | $7,975 | $875 |
| 631006 Contracted Services | $998,828 | $1,098,524 | $1,093,670 | $1,382,500 | $288,830 |
| 645001 Special Department Allow | $101 | $0 | $0 | $0 | $0 |
| 651501 Depreciation | $0 | $3,924 | $0 | $0 | $0 |
| **Capital Expense** | **$0** | **$0** | **$841,000** | **$48,950** | **-$792,050** |
| 673001 Capital Project | $0 | $0 | $841,000 | $48,950 | -$792,050 |
| **Transfers** | **$114,649** | **$113,491** | **$138,726** | **$136,863** | **-$1,863** |
| 691001 Trnf Other Funds | $83,153 | $81,960 | $81,960 | $80,097 | -$1,863 |
| 691005 Trnf EF | $5,616 | $4,568 | $10,626 | $10,626 | $0 |
| 691009 Trnf Indirect Cost Alloca | $25,880 | $26,963 | $46,140 | $46,140 | $0 |
| **545401 Solid Waste Sum** | **$1,158,337** | **$1,259,278** | **$2,146,433** | **$1,641,930** | **-$504,503** |
| **614441 Fleet Management** | | | | | |
| **Personnel** | **$160,028** | **$117,648** | **$135,702** | **$155,607** | **$19,905** |
| 611101 Full-Time Employees | $99,256 | $77,269 | $90,387 | $94,638 | $4,251 |
| 611201 Overtime | $2,947 | $480 | $2,100 | $2,100 | $0 |
| 613101 FICA | $7,388 | $5,809 | $6,915 | $7,399 | $484 |
| 613201 Utah Retirement Systems | $18,826 | $12,669 | $14,981 | $16,038 | $1,057 |
| 613301 Health Insurance | $26,005 | $17,299 | $16,740 | $30,037 | $13,297 |

# FY2020 Expenditure Budget

| | FY17 Actual | FY18 Actual | FY19 Budget | FY20 Budget | Change '19 to '20 |
|---|---|---|---|---|---|
| 613302 Dental Insurance | $2,252 | $1,456 | $1,159 | $1,925 | $766 |
| 613304 Vision Insurance | $518 | $304 | $256 | $256 | $0 |
| 613401 Worker's Compensation | $1,312 | $960 | $1,074 | $1,124 | $50 |
| 613601 LTD, ADD, & Life | $962 | $775 | $1,298 | $1,298 | $0 |
| 613701 Employee Asst Progr | $54 | $63 | $72 | $72 | $0 |
| 613801 Administration Fee | $30 | $0 | $0 | $0 | $0 |
| 614101 Clothing Allow - FT | $478 | $564 | $720 | $720 | $0 |
| **Operations** | **$612,909** | **$666,454** | **$632,485** | **$668,867** | **$36,382** |
| 621101 Publications & Subscriptions | $1,830 | $1,500 | $1,500 | $1,500 | $0 |
| 621301 Training & Registration | $260 | $751 | $2,280 | $2,280 | $0 |
| 624001 Office Supplies | $784 | $821 | $895 | $895 | $0 |
| 624004 Materials & Supplies | $1,397 | $576 | $5,250 | $5,750 | $500 |
| 624101 Claims & Damages | $2,914 | $4,266 | $0 | $0 | $0 |
| 624107 Uniforms | $475 | $140 | $950 | $950 | $0 |
| 624204 Annual Maint. & Support | $0 | $0 | $1,500 | $1,500 | $0 |
| 625001 Equip. Maint. & Supplies | $16,334 | $4,578 | $8,000 | $8,000 | $0 |
| 625002 Equipment Purchases | $54,293 | $0 | $1,260 | $0 | -$1,260 |
| 625201 Tires/Brakes | $32,440 | $21,720 | $36,340 | $37,775 | $1,435 |
| 625202 Fuel/Oil | $102,780 | $156,841 | $162,800 | $168,100 | $5,300 |
| 625203 Fleet Repair | $114,907 | $165,569 | $119,250 | $119,250 | $0 |
| 625501 Equipment Repairs | $0 | $0 | $600 | $600 | $0 |
| 626001 Building Maintenance | $2,084 | $875 | $5,200 | $5,200 | $0 |
| 631003 Insurance Fees | $2,319 | $2,801 | $2,360 | $2,407 | $47 |
| 631006 Contracted Services | $0 | $0 | $4,000 | $4,300 | $300 |
| 651501 Depreciation | $279,874 | $305,729 | $280,000 | $310,000 | $30,000 |
| 662001 Miscellaneous Services | $220 | $288 | $300 | $360 | $60 |
| **Capital Expense** | **-$1** | **$48,143** | **$0** | **$619,350** | **$619,350** |
| 674001 Machinery & Equipment | $0 | -$323,711 | $0 | $178,250 | $178,250 |
| 674003 Vehicle Replacement | $0 | $371,854 | $0 | $441,100 | $441,100 |
| **Debt** | **$16,190** | **$19,139** | **$25,700** | **$23,000** | **-$2,700** |
| 681003 Backhoe Lease Obligations | $16,190 | $19,139 | $25,700 | $23,000 | -$2,700 |
| **614441 Fleet Management Sum** | **$789,127** | **$851,385** | **$793,887** | **$1,466,824** | **$672,937** |
| **634443 Risk Management** | | | | | |
| **Operations** | **$272,726** | **$251,362** | **$286,920** | **$292,480** | **$5,560** |
| 624101 Claims & Damages | $39,896 | $6,951 | $30,000 | $30,000 | $0 |
| 631003 Insurance Fees | $232,830 | $215,411 | $227,920 | $232,480 | $4,560 |
| 631006 Contracted Services | $0 | $29,000 | $29,000 | $30,000 | $1,000 |
| **634443 Risk Management Sum** | **$272,726** | **$251,362** | **$286,920** | **$292,480** | **$5,560** |
| **700000 Perpetual Cemetery Fund** | | | | | |
| **Transfers** | **$27,567** | **$0** | **$0** | **$0** | **$0** |
| 691007 Trnf from Fund 70 | $27,567 | $0 | $0 | $0 | $0 |
| **700000 Perpetual Cemetery Fund Sum** | **$27,567** | **$0** | **$0** | **$0** | **$0** |
| **Grand Total** | **$43,302,250** | **$40,210,004** | **$51,488,541** | **$49,890,229** | **-$1,598,312** |

*Clearfield City | May 14, 2019*

# Draft FY 2019 July through March Results and Financial Outlook



# Agenda

- FY 2019
  - Revenues, Expenses, and Net Change
  - Three Year Historic Trends
  - FY19 Budget Performance/Budget to Actual
- Economic Trends



# General Fund – Draft Net

| | Mar FY17 | Mar FY18 | Mar FY19 | June 2019 Budget |
|---|---|---|---|---|
| Revenues | 12,168,872 | 12,646,655 | 13,430,517 | 17,283,044 |
| Expenditures | 10,564,236 | 11,424,929 | 12,900,079 | 19,626,298 |
| Net Change in Balance | $1,604,637 | $1,221,726 | $530,439 | $(2,343,254) |

- FY19 Budget will reduce reserves by $1,699,477
- FY19 budget year end may have about $900k over allowed reserves
  - Assuming revenues and expenditures come in at budget & no new amendments



# General Fund – Draft Revenue Summary

| | Mar FY17 | Mar FY18 | Mar FY19 | Variance Prior Yr | % of Budget |
|---|---|---|---|---|---|
| Taxes | 7,423,514 | 7,979,750 | 8,270,860 | 291,110 | 87% |
| Licenses & Permits | 480,472 | 246,897 | 355,943 | 109,046 | 105% |
| Intergovernmental | 965,979 | 952,812 | 1,020,122 | 67,310 | 58% |
| Charges for Services | 1,627,015 | 1,631,265 | 1,613,405 | (17,860) | 72% |
| Fines & Forfeitures | 479,830 | 586,596 | 556,187 | (30,408) | 72% |
| Miscellaneous | 272,404 | 354,071 | 652,739 | 286,794 | 175% |
| Other Sources | 919,658 | 895,264 | 961,261 | 65,997 | 42% |
| Total GF Revenues | 12,168,872 | 12,646,655 | 13,430,517 | 771,988 | 78% |



# General Fund – Draft Revenue Summary

| | Mar FY17 | Mar FY18 | Mar FY19 | Variance Prior Yr | % of Budget |
|---|---|---|---|---|---|
| Taxes | 7,423,514 | 7,979,750 | 8,270,860 | 291,110 | 87% |

- Total taxes $291k or 4% higher than last year July through March
- Sales Tax actual for 3.8% higher than last July through March
  - Clearfield point of sale is 3.9% less
- Energy Use Tax is $270k or 14% higher
- Telecom Tax continues to sink.  Will probably end up $40k below budget



# General Fund – Draft Revenue Summary

| | Mar FY17 | Mar FY18 | Mar FY19 | Variance Prior Yr | % of Budget |
|---|---|---|---|---|---|
| Licenses & Permits | 480,472 | 246,897 | 355,943 | 109,046 | 105% |

- Building permits $111k higher than last year's first 3 quarters
  - West Square – 53 units
  - Clearfield Junction – two buildings 54 units each
  - Jay Bird –12 units
- Landlord registration is lower than prior years
  - Will look into this



# General Fund – Draft Revenue Summary

| | Mar FY17 | Mar FY18 | Mar FY19 | Variance Prior Yr | % of Budget |
|---|---|---|---|---|---|
| Intergovernmental | 965,979 | 952,812 | 1,020,122 | 67,310 | 58% |
| Charges for Services | 1,627,015 | 1,631,265 | 1,613,405 | (17,860) | 72% |

- Class C Roads $41k or 6.7% higher – revised formula
- Zoning Fees & Plan Check Fees $47k higher
- Aquatic Revenue $85k or 9% lower than last year
  - Extended close in September was at most $47k of the $85k
  - CAFC revenue $110k lower than two years ago
- Recreation $5k or 2% higher than last year
  - Was up 13% at half year mark



# General Fund – Draft Revenue Summary

| | Mar FY17 | Mar FY18 | Mar FY19 | Variance Prior Yr | % of Budget |
|---|---|---|---|---|---|
| Fines & Forfeitures | 479,830 | 586,596 | 556,187 | (30,408) | 72% |
| Miscellaneous | 272,404 | 354,071 | 652,739 | 286,794 | 175% |
| Other Sources | 919,658 | 895,264 | 961,261 | 65,997 | 42% |

- Fines/Forfeitures $35k lower than last year, but higher than 2017
- Interest earnings higher



# All Funds – Draft Expenditure Summary

| Type | Mar FY17 | Mar FY18 | Mar FY19 | Variance Prior Yr | % of Budget |
|---|---|---|---|---|---|
| Personnel | $7,242,120 | $7,704,243 | $8,241,536 | $537,293 | 72% |
| Materials & Services | 8,818,221 | 9,172,502 | 9,890,694 | 718,192 | 63% |
| Capital Outlay | 2,471,756 | 5,791,715 | 2,899,748 | (2,891,967) | 17% |
| Debt Service | 2,306,719 | 2,412,726 | 2,824,424 | 411,698 | 109% |
| Transfers | 1,108,584 | 1,435,371 | 1,249,210 | (186,161) | 28% |
| Total All Funds | $21,947,400 | $26,516,557 | $25,105,612 | $(1,410,945) | 49% |



# Other Funds - Net

| | Mar FY17 | Mar FY18 | Mar FY19 | June 2019 Budget |
|---|---|---|---|---|
| **CDRA Fund** | | | | |
| Revenues | 1,431,507 | 1,558,276 | 2,792,404 | 2,264,732 |
| Expenditures | 215,290 | 1,120,860 | 185,053 | 1,877,683 |
| Net | $1,216,216 | $437,416 | $2,607,351 | $ 387,049 |
| **Water** | | | | |
| Revenues | 2,728,075 | 2,721,583 | 2,791,153 | 3,694,000 |
| Expenditures | 3,172,561 | 3,475,150 | 3,501,391 | 8,693,949 |
| Net | $(444,486) | $(753,567) | $(710,238) | $ (4,999,949) |

- Water consumption, July to Dec, is about the same the last 3 years



# Other Funds - Net

| | | Mar FY17 | Mar FY18 | Mar FY19 | June 2019 Budget |
|---|---|---|---|---|---|
| **Sewer** | | | | | |
| Revenues | | 3,113,917 | 3,401,811 | 3,495,374 | 4,497,000 |
| Expenditures | | 3,101,062 | 2,285,400 | 2,425,021 | 7,085,949 |
| | Net | $12,855 | $1,116,411 | $1,070,353 | $(2,588,949) |
| **Storm** | | | | | |
| Revenues | | 829,958 | 804,842 | 901,364 | 1,055,820 |
| Expenditures | | 1,238,684 | 1,409,317 | 1,088,864 | 4,326,580 |
| | Net | $(408,726) | $(604,475) | $(187,500) | $ (3,270,760) |
| **Garbage** | | | | | |
| Revenues | | 1,065,707 | 1,073,994 | 1,077,681 | 1,429,000 |
| Expenditures | | 798,409 | 804,275 | 860,502 | 2,146,433 |
| | Net | $267,298 | $269,719 | $217,179 | $ (717,433) |



# Economy-US

-



# Economy-Utah

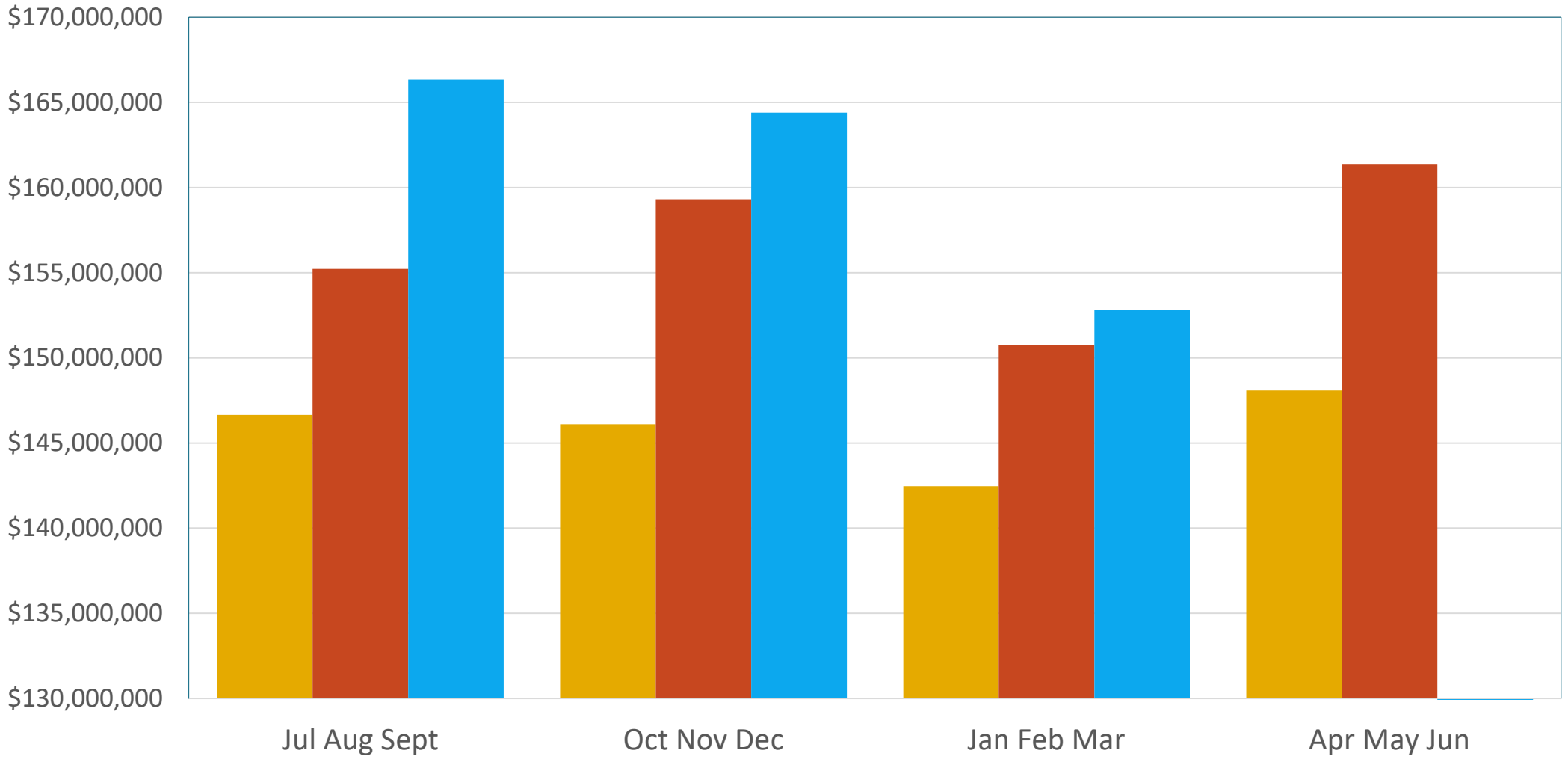


# Economy-Utah

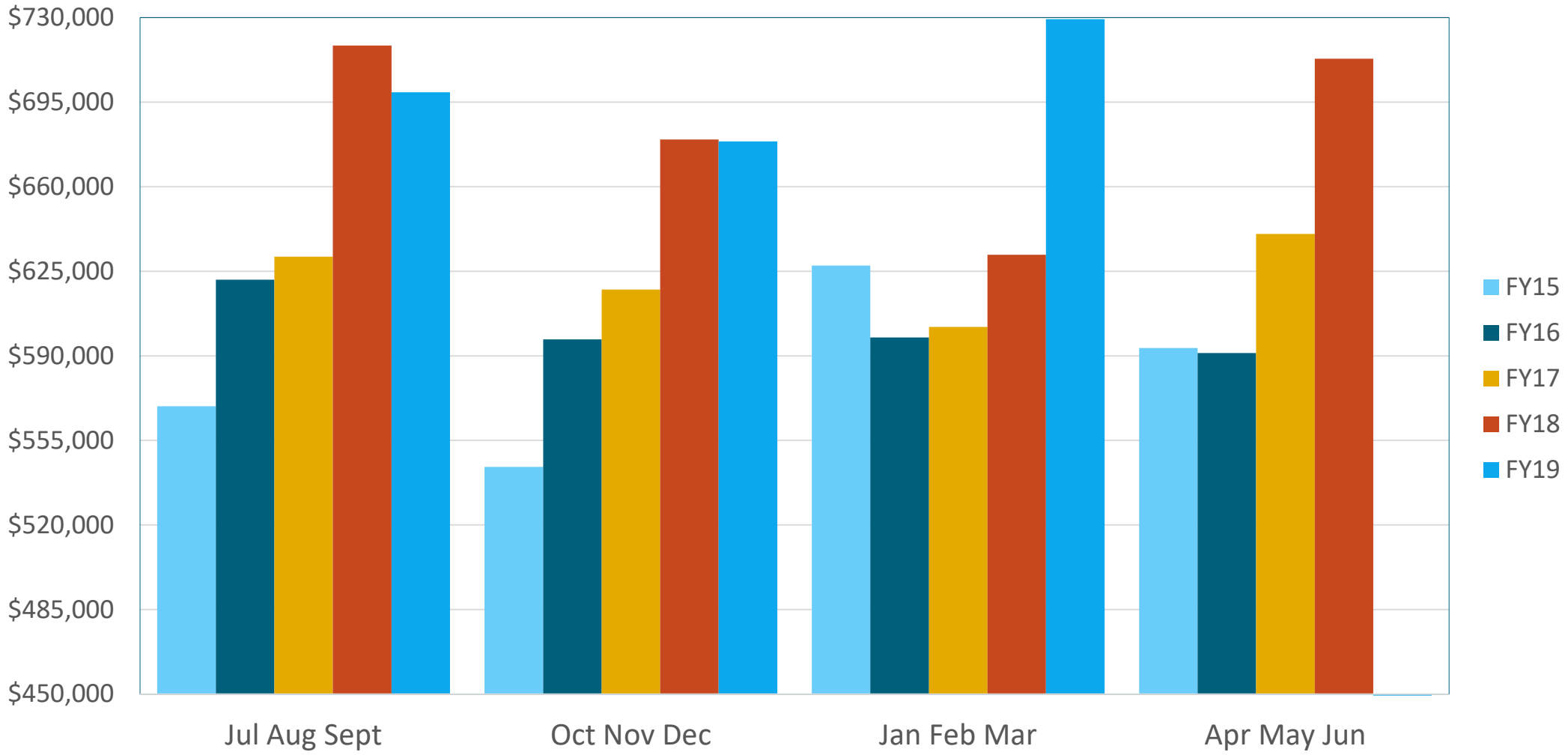
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# Utah Quarterly Point of Sale



# Clearfield Quarterly Point of Sale



| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Revenues** | | | | | | | |
| 2 | 75% of Fiscal Year Complete | | | | | | | Clarification Notes |
| 3 | **Account Title** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Prior Yr** | **FY19 Budget** | **% of Budget** | |
| 4 | **General Fund - 10** | | *a* | *b* | *b-a* | *c* | *b/c* | |
| 5 | **Taxes** | | | | | | | |
| 6 | Current General Property | $ 1,505,059 | $ 1,741,703 | $ 1,600,486 | $ (141,216) | $ 1,517,000 | 106% | |
| 7 | Vehicle Value Based Tax | 112,889 | 118,305 | $ 93,834 | (24,471) | 145,000 | 65% | |
| 8 | Delinquent Taxes Prior Yr | 38,919 | 25,407 | $ 123,086 | 97,679 | 50,000 | 246% | |
| 9 | General Sales & Use Taxes | 3,108,570 | 3,328,017 | $ 3,454,873 | 126,856 | 4,250,000 | 81% | Mar projected |
| 10 | Energy Use Tax | 1,821,966 | 1,893,849 | $ 2,164,731 | 270,882 | 2,500,000 | 87% | |
| 11 | PARAT Tax | 165,512 | 187,865 | $ 189,556 | 1,691 | 205,000 | 92% | Mar projected |
| 12 | CaTV Franchise Taxes | 113,946 | 124,129 | $ 118,467 | (5,662) | 140,000 | 85% | |
| 13 | Utility Franchise Taxes | 332,584 | 358,336 | $ 363,344 | 5,008 | 440,000 | 83% | |
| 14 | Muni Telecom License Tax | 218,770 | 196,752 | $ 158,402 | (38,350) | 250,000 | 63% | Mar projected |
| 15 | Transient Room Tax | 5,299 | 5,389 | $ 4,080 | (1,308) | 7,000 | 58% | |
| 16 | **Taxes Total** | **7,423,514** | **7,979,750** | **8,270,860** | **291,110** | **9,504,000** | **87%** | (1,233,140) |
| 17 | **Licenses & Permits** | | | | | | | |
| 18 | Business Licenses | 88,839 | 92,339 | 86,899 | (5,440) | 90,000 | 97% | |
| 19 | Landlord Registration | 48,219 | 48,337 | 38,105 | (10,232) | 51,500 | 74% | |
| 20 | Sign Permits | 1,100 | 1,270 | 975 | (295) | 2,200 | 44% | |
| 21 | Building Permits | 308,038 | 76,119 | 187,694 | 111,575 | 150,000 | 125% | West Square, Oakmont, Jaybird |
| 22 | Electrical,Plumbing & Gas | 9,676 | 8,411 | 23,337 | 14,926 | 20,000 | 117% | |
| 23 | Excavation Permits | 1,160 | 1,300 | 1,760 | 460 | 1,600 | 110% | |
| 24 | Demolition Permits | 750 | 300 | 1,350 | 1,050 | 900 | 150% | |
| 25 | Inspection Fees | 4,818 | 4,371 | 2,773 | (1,598) | 2,000 | 139% | |
| 26 | Cemetery & Burial Permits | 17,872 | 14,450 | 13,050 | (1,400) | 20,000 | 65% | |
| 27 | **Licenses & Permits Total** | **480,472** | **246,897** | **355,943** | **109,046** | **338,200** | **105%** | |
| 28 | **Intergovernmental** | | | | | | | |
| 30 | CDBG Grant Revenue | 74,195 | 8,419 | - | (8,419) | 319,098 | 0% | |
| 31 | State Grants | 47,702 | 31,622 | 62,514 | 30,891 | 113,007 | 55% | |
| 32 | Class C Roads | 572,737 | 621,485 | 662,974 | 41,489 | 960,000 | 69% | |
| 33 | Liquor Fund Allotment | 32,660 | 31,515 | 32,268 | 754 | 31,000 | 104% | |
| 34 | County Transportation | 238,686 | 259,771 | 262,366 | 2,595 | 335,000 | 78% | Mar projected |
| 35 | **Intergov Total** | **965,979** | **952,812** | **1,020,122** | **67,310** | **1,758,105** | **58%** | |
| 36 | **Charges for Services** | | | | | | | |
| 37 | Zoning & Subdivision | 27,625 | 13,661 | 61,294 | 47,633 | 30,000 | 204% | |
| 38 | Plan Checking Fee | 96,327 | 23,255 | 62,934 | 39,679 | 20,000 | 315% | |
| 39 | Special Police Services | 18,283 | 28,016 | 29,031 | 1,015 | 28,000 | 104% | |
| 40 | Davis SD Police Protection | 49,000 | 71,000 | 71,000 | - | 65,000 | 109% | |
| 41 | DUI/Seatbelt (Overtime Re | 17,842 | 22,002 | 16,966 | (5,036) | 21,500 | 79% | |
| 42 | E-911 Service Fees | 150,200 | 226,180 | 221,864 | (4,316) | 295,000 | 75% | Mar projected |
| 43 | Dispatch Services | 63,756 | 63,756 | 63,756 | - | 85,000 | 75% | |
| 44 | Metro Narcotics Ovt | 5,812 | 8,457 | 8,830 | 373 | 12,000 | 74% | |
| 45 | MIDA Revenue | 5,144 | 8,811 | 9,820 | 1,010 | 6,000 | 164% | |
| 46 | Aquatic Center | 938,397 | 913,858 | 828,191 | (85,667) | 1,340,000 | 62% | -9.4% |
| 47 | Recreation | 244,632 | 230,602 | 235,329 | 4,727 | 310,000 | 76% | 2.0% |
| 48 | Cemetery Plots | 9,998 | 10,834 | 4,390 | (6,444) | 11,000 | 40% | |
| 50 | **Charges for Services Total** | **1,627,015** | **1,631,265** | **1,613,405** | **(17,860)** | **2,225,500** | **72%** | |

| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Revenues** | | | | | | | |
| 2 | 75% of Fiscal Year Complete | | | | | | | Clarification Notes |
| 3 | **Account Title** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Prior Yr** | **FY19 Budget** | **% of Budget** | |
| 51 | **General Fund - 10 Continued** | | | | | | | |
| 52 | **Fines & Forfeitures** | | | | | | | |
| 53 | Fines/Forfeitures | 326,387 | 378,242 | 343,141 | (35,101) | 525,000 | 65% | -9% |
| 54 | Code Enforcement Fines | 1,300 | 1,275 | 5,323 | 4,048 | 10,000 | 53% | |
| 55 | Fees/Costs/Contempt | 141,335 | 192,477 | 194,231 | 1,754 | 220,000 | 88% | |
| 56 | Court Security Fees | 10,808 | 14,492 | 13,493 | (1,000) | 18,000 | 75% | |
| 58 | **Fines & Forf Total** | **479,830** | **586,596** | **556,187** | **(30,408)** | **774,000** | **72%** | |
| 59 | **Miscellaneous** | | | | | | | |
| 60 | Interest Earnings | 79,167 | 62,770 | 168,240 | 105,471 | 45,000 | 374% | |
| 61 | Unrealized Gains & Losses | (32,753) | (108,278) | 103,994 | 212,272 | - | #DIV/0! | |
| 62 | Community Service Rentals | 70,820 | 75,483 | 98,563 | 23,080 | 80,000 | 123% | |
| 64 | Rent/Lease | | | 15,356 | | - | | New revenue Cell Tower |
| 66 | Misc Revenues | 13,581 | 19,481 | 112,740 | 93,259 | 45,000 | 251% | $30k school share of Hawk |
| 67 | Donation Revenue | 39,217 | 108,867 | 67,939 | (40,928) | 100,000 | 68% | |
| 68 | Return Check Fees | 1,541 | 500 | 694 | 194 | 750 | 93% | |
| 70 | Claims And Damages | 1,134 | - | - | - | 2,500 | 0% | |
| 71 | Commercial Fire Protect | 80,577 | 82,898 | 85,212 | 2,314 | 100,000 | 85% | |
| 72 | **Miscellaneous Total** | **272,404** | **354,071** | **652,739** | **286,794** | **373,250** | **175%** | |
| 73 | **Other Sources of Funds** | | | | | | | |
| 74 | TRNF CDRA Sales Tax Bond | | | - | - | 772,482 | 0% | 2016 Bond Payment |
| 75 | TRNF EF Sales Tax Bond | | | - | - | 157,099 | 0% | |
| 76 | TRNF City Water Costs | | | - | - | 100,000 | 0% | |
| 77 | TRNF from CDRA | 153,750 | 120,000 | 158,457 | 38,457 | 211,276 | 75% | |
| 78 | EF(S) Overhead Allocation | 761,880 | 771,260 | 798,849 | 27,589 | 1,065,132 | 75% | |
| 79 | Pay In Lieu Davis County | 4,028 | 4,004 | 3,955 | (49) | 4,000 | 99% | |
| 80 | **Other Sources Total** | **919,658** | **895,264** | **961,261** | **65,997** | **2,309,989** | **42%** | |
| 81 | **Total General Fund** | **$ 12,168,872** | **$ 12,646,655** | **$ 13,430,517** | **$ 771,988** | **$ 17,283,044** | **78%** | 25% Unrstrct Fund Balance-denomint |
| 82 | | | | | | | | $ 16,038,187 |

| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Revenues** | | | | | | | |
| 2 | 75% of Fiscal Year Complete | | | | | | | Clarification Notes |
| 3 | **Account Title** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Prior Yr** | **FY19 Budget** | **% of Budget** | |
| 83 | **CDRA - 20** | | | | | | | |
| 84 | EDA #3 - ATK | - | 217,335 | 1,101,843 | 884,508 | 925,518 | 119% | |
| 85 | RDA #6 | 243,741 | 243,238 | 227,326 | (15,912) | 243,238 | 93% | |
| 86 | RDA # 7 | 340,680 | 184,839 | 245,755 | 60,916 | 184,839 | 133% | |
| 87 | RDA # 8 | 171,052 | 211,716 | 251,991 | 40,275 | 211,716 | 119% | |
| 88 | RDA # 9 | 322,439 | 331,267 | 368,477 | 37,210 | 331,267 | 111% | |
| 89 | RDA # 10 | 313,107 | 304,154 | 333,417 | 29,263 | 304,154 | 110% | |
| 90 | CDA #1 - Clfd Station | | | 66,239 | | | | |
| 91 | Local Grants | | | | | 25,000 | 0% | |
| 92 | Interest | 40,488 | 65,727 | 99,904 | 34,177 | 30,000 | 333% | |
| 93 | Rent Revenues | | | - | - | 4,000 | 0% | |
| 94 | Sale of Assets | | | 99,152 | | 4,000 | 2479% | Sale of land for Clearfield Junction |
| 95 | Misc Revenues | | | (1,700) | (1,700) | 1,000 | -170% | |
| 96 | **CDRA Fund** | **$ 1,431,507** | **$ 1,558,276** | **$ 2,792,404** | **$ 1,234,128** | **$ 2,264,732** | **123%** | |
| 98 | | | | | | | | |
| 99 | **GO Debt Service - 31** | | | | | | | |
| 100 | Current General Property | 717,613 | 784,716 | 727,352 | (57,364) | 727,352 | 100% | |
| 101 | TRNF from EF | - | 356,850 | | (356,850) | 358,248 | 0% | |
| 102 | | | | | | | | |
| 103 | **Park Capital Improvement - 40** | | | | | | | |
| 104 | Park Impact Fees | 427,650 | 31,869 | 173,511 | 141,642 | 60,000 | 289% | |
| 105 | Interest Earnings | 599 | 8,374 | 18,153 | 9,779 | 3,000 | 605% | |
| 107 | | | | | | | | |
| 108 | **Capital Improvement - 45** | | | | | | | |
| 109 | UDOT Revenue | 54,000 | | | - | | | |
| 110 | Interest Earnings | 7,244 | 26,714 | 50,438 | 23,724 | 15,000 | 336% | |
| 111 | One Time Misc Revenue | | 42,889 | | | | | |
| 112 | Transfer from GF | | | | - | 1,459,237 | 0% | |
| 113 | | | | | | | | |

| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Revenues** | | | | | | | |
| 2 | 75% of Fiscal Year Complete | | | | | | | Clarification Notes |
| 3 | **Account Title** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Prior Yr** | **FY19 Budget** | **% of Budget** | |
| 114 | **Utility Admin - 50** | | | | | | | |
| 115 | Interest Earnings | 10,141 | 15,335 | 26,344 | 11,009 | 20,000 | 132% | |
| 116 | Late Fees/Penalty | 102,648 | 120,161 | 116,644 | (3,517) | 140,000 | 83% | |
| 117 | Water Service Fees | 9,710 | 13,015 | 13,265 | 250 | 20,000 | 66% | |
| 118 | TRNF from EF | 172,616 | 176,821 | 160,211 | (16,610) | 213,615 | 75% | 53,404 |
| 119 | **Utility Admin Fund** | **$ 295,115** | **$ 325,332** | **$ 316,464** | **$ (8,868)** | **$ 393,615** | **80%** | |
| 120 | **Water - 51** | | | | | | | |
| 121 | Water Impact Fees | 115,611 | 12,814 | 23,065 | 10,251 | 25,000 | 92% | lower rate |
| 122 | Interest Earnings | 37,312 | 61,256 | 65,315 | 4,059 | 30,000 | 218% | |
| 123 | Water Charges | 2,558,921 | 2,639,182 | 2,685,992 | 46,810 | 3,525,000 | 76% | |
| 124 | ***kgals*** | 1,001,728 | 1,020,691 | 1,012,494 | | | | -0.8% |
| 125 | Water Meter Fee | 16,231 | 8,331 | 16,781 | 8,450 | 13,000 | 129% | |
| 128 | **Water Fund** | **$ 2,728,075** | **$ 2,721,583** | **$ 2,791,153** | **$ 69,570** | **$ 3,694,000** | **76%** | |
| 129 | **Sewer - 52** | | | | | | | |
| 130 | Sewer Impact Fees | 90,285 | 24,002 | 50,546 | 26,544 | 40,000 | 126% | |
| 131 | Interest Earnings | 17,888 | 28,946 | 38,268 | 9,322 | 7,000 | 547% | |
| 132 | Sewer Charges | 3,005,744 | 3,348,863 | 3,406,560 | 57,697 | 4,450,000 | 77% | |
| 133 | **Sewer Fund** | **$ 3,113,917** | **$ 3,401,811** | **$ 3,495,374** | **$ 93,563** | **$ 4,497,000** | **78%** | |
| 134 | **Storm Water - 53** | | | | | | | |
| 135 | Storm Sewer Impact Fees | 76,548 | 1,732 | 6,382 | 4,650 | 3,500 | 182% | |
| 136 | MIDA | 1,740 | 1,739 | 1,740 | 1 | 2,320 | 75% | |
| 137 | Interest Earnings | 23,651 | 40,740 | 50,383 | 9,643 | 10,000 | 504% | |
| 138 | Misc Revenue | | | 48,979 | 48,979 | | | claim on street sweeper |
| 139 | Storm Water Charges | 728,020 | 760,631 | 793,880 | 33,249 | 1,040,000 | 76% | |
| 140 | **Storm Fund** | **$ 829,958** | **$ 804,842** | **$ 901,364** | **$ 96,522** | **$ 1,055,820** | **85%** | |
| 141 | **Garbage - 54** | | | | | | | |
| 142 | Interest Earnings | 9,897 | 14,971 | 16,518 | 1,547 | 4,000 | 413% | |
| 143 | Garbage Charges | 1,055,811 | 1,059,023 | 1,061,163 | 2,140 | 1,425,000 | 74% | |
| 145 | **Solid Waste Fund** | **$ 1,065,707** | **$ 1,073,994** | **$ 1,077,681** | **$ 3,687** | **$ 1,429,000** | **75%** | |

| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Revenues** | | | | | | | |
| 2 | 75% of Fiscal Year Complete | | | | | | | Clarification Notes |
| 3 | **Account Title** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Prior Yr** | **FY19 Budget** | **% of Budget** | |
| 146 | **Fleet Management - 61** | | | | | | | |
| 147 | Fleet Charges From GF | 104,287 | 157,171 | 108,090 | (49,081) | 144,120 | 75% | |
| 148 | Fleet Charges From Water | 22,951 | 32,615 | 21,692 | (10,923) | 28,923 | 75% | |
| 149 | Fleet Charges From Sewer | 11,320 | 13,270 | 9,780 | (3,490) | 13,039 | 75% | |
| 150 | Fleet Charges Storm Sewer | 6,166 | 7,654 | 5,427 | (2,227) | 7,236 | 75% | |
| 151 | Consum. Chrgs From GF | 100,270 | 125,016 | 140,665 | 15,649 | 238,890 | 59% | Based on fleet exps incurred by the G |
| 152 | Consum. Chrgs From Water | 21,190 | 19,431 | 25,537 | 6,106 | 38,000 | 67% | Based on fleet exps incurred by the G |
| 153 | Consum. Chrgs From Sewer | 16,066 | 13,159 | 13,095 | (64) | 25,000 | 52% | |
| 154 | Consum. Chrgs Storm Sewer | 7,229 | 2,996 | 6,864 | 3,867 | 16,500 | 42% | Based on fleet exps incurred by the G |
| 155 | Consum. Chrgs Outside Ser | 4,434 | 975 | 4,742 | 3,767 | 13,000 | 36% | |
| 156 | Vehicle Replacement GF | 129,825 | 269,625 | - | (269,625) | 319,000 | 0% | |
| 157 | Vehicle Replacement Water | 16,800 | 23,625 | - | (23,625) | 63,500 | 0% | |
| 158 | Vehicle Replacement Sewer | 15,081 | 23,625 | - | (23,625) | 38,000 | 0% | |
| 159 | Vehicle Replacement Storm | 28,500 | | - | - | 240,000 | 0% | |
| 160 | Fuel Charges | 7,645 | 8,842 | 13,113 | 4,272 | 12,000 | 109% | |
| 163 | **Fleet Management Fund** | **$ 491,762** | **$ 698,003** | **$ 349,004** | **$ (348,999)** | **$ 1,197,208** | **29%** | |
| 164 | **Risk Management - 63** | | | | | | | |
| 165 | Risk Mgmt Charges - GF | 110,693 | 156,952 | 128,963 | (27,989) | 216,462 | 60% | |
| 166 | Risk Mgmt Charges - Water | 19,799 | 23,893 | 20,429 | (3,464) | 34,290 | 60% | |
| 167 | Risk Mgmt Charges - Sewer | 10,076 | 12,119 | 11,238 | (881) | 18,864 | 60% | |
| 168 | Risk Mgmt Charges - Storm | 5,955 | 5,725 | 4,377 | (1,347) | 7,347 | 60% | |
| 169 | Risk Mgmt Charges - Fleet | 853 | | 1,770 | 1,770 | 2,971 | 60% | |
| 170 | Risk Mgmt Charges - Garba | 1,350 | 2,278 | 4,162 | 1,884 | 6,986 | 60% | |
| 173 | **Risk Management Fund** | **$ 148,956** | **$ 200,966** | **$ 170,940** | **$ (30,026)** | **$ 286,920** | **60%** | |
| 174 | **Perpetual Cemetery - 70** | | | | | | | |
| 175 | Perpetual Care | 9,650 | 10,050 | 4,600 | (5,450) | 9,000 | 51% | |
| 176 | Interest Earnings | 1,529 | 1,310 | 4,570 | 3,260 | 1,200 | 381% | |
| 178 | **Cemetery Fund** | **$ 11,179** | **$ 11,360** | **$ 9,170** | **$ (2,190)** | **$ 10,200** | **90%** | |
| 179 | | | | | - | | | |
| 180 | **Total** | **$ 23,492,154** | **$ 24,694,233** | **$ 26,303,525** | **$ 1,609,292** | **$ 34,734,376** | 76% | |

| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Expenditures** | | | | | | | |
| 2 | 75% of Fiscal Year Complete | | | | | | | Clarification Notes |
| 3 | **Division** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Previous Yr** | **FY19 Budget** | **% of Budget** | |
| 4 | | | *a* | *b* | *b-a* | *c* | *b/c* | |
| 5 | **General Fund - 10** | | | | | | | |
| 6 | **General Government** | | | | | | | |
| 7 | Mayor & Council | $ 164,708 | $ 174,198 | $ 194,748 | $ 20,550 | $ 269,610 | 72% | Changed Emplyee Association Accoun |
| 8 | Justice Court | 347,300 | 321,192 | 331,609 | 10,417 | 494,910 | 67% | |
| 9 | City Manager | 263,631 | 277,656 | 277,163 | (493) | 415,167 | 67% | |
| 10 | City Recorder | 161,503 | 141,769 | 154,151 | 12,382 | 208,977 | 74% | |
| 11 | Legal | 218,531 | 241,639 | 254,444 | 12,805 | 397,054 | 64% | |
| 12 | Human Resources | 203,581 | 214,188 | 180,121 | (34,067) | 279,560 | 64% | |
| 13 | Information Technologies | 500,449 | 506,473 | 549,789 | 43,315 | 871,070 | 63% | |
| 14 | Finance | 292,937 | 292,316 | 352,232 | 59,917 | 461,451 | 76% | |
| 15 | Customer Service Center | | 234,107 | 263,790 | 29,683 | 348,410 | 76% | |
| 16 | Interdepartmental Service | 631,671 | 954,616 | 558,821 | (395,795) | 840,376 | 66% | Energy Eff Project FY18 |
| 17 | Buildings & Plants | 316,924 | 357,748 | 368,904 | 11,156 | 627,802 | 59% | |
| 18 | Elections | - | 15,447 | - | (15,447) | 900 | 0% | |
| 19 | **Public Safety** | | | | | | | |
| 20 | Police Admin | $ 542,995 | $ 428,466 | $ 511,203 | $ 82,736 | $ 681,336 | 75% | |
| 21 | Patrol & Investigations | 1,899,451 | 2,110,053 | 2,305,869 | $ 195,816 | 3,342,181 | 69% | |
| 22 | Emergency Services | 25,104 | 12,201 | 16,480 | $ 4,279 | 50,296 | 33% | |
| 23 | Dispatch | 468,812 | 455,571 | 431,063 | $ (24,508) | 702,409 | 61% | |
| 24 | Liquor Law Enforcement | 65,216 | 62,086 | - | $ (62,086) | - | | |
| 25 | **Public Works** | | | | | | | |
| 26 | Public Works Admin | $ 89,985 | $ 60,692 | $ 78,129 | $ 17,437 | $ 131,923 | 59% | |
| 27 | Streets | 558,185 | 523,520 | 564,375 | 40,854 | 784,105 | 72% | |
| 28 | **Community Services** | | | | | | | |
| 29 | Community Svcs Admin | $ 257,085 | $ 256,446 | $ 215,542 | $ (40,904) | $ 293,084 | 74% | |
| 30 | 4th of July | | | 106,818 | | 90,387 | 118% | |
| 31 | Parks | 455,430 | 470,461 | 560,040 | 89,578 | 983,300 | 57% | |
| 32 | Open Space | 171,448 | 117,430 | 168,808 | 51,378 | 230,109 | 73% | |
| 33 | Recreation | 460,432 | 429,699 | 501,813 | 72,114 | 811,260 | 62% | some normalization w/ vacancy |
| 34 | Aquatics Center | 1,095,251 | 1,200,976 | 1,119,339 | (81,637) | 1,786,767 | 63% | |
| 35 | PARAT | - | 201,189 | 201,209 | 20 | 205,000 | 98% | Pool toy…$201k as of Oct |
| 36 | Cemetery | 48,212 | 66,459 | 85,471 | 19,013 | 151,815 | 56% | |

| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Expenditures** | | | | | | | |
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| 3 | **Division** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Previous Yr** | **FY19 Budget** | **% of Budget** | |
| 4 | | | *a* | *b* | *b-a* | *c* | *b/c* | |
| 37 | **General Fund - 10** | | | | | | | |
| 38 | **Community & Econ Development** | | | | | | | |
| 39 | CED Administration | $ 68,141 | $ 70,334 | $ 977,146 | $ 906,812 | $ 2,157,915 | 45% | Mabey Place |
| 40 | Communications | 65,843 | 67,670 | 114,627 | 46,957 | 190,335 | 60% | |
| 41 | Business Licenses | 41,835 | 1,136 | | | | | |
| 42 | Code Enforcement | 86,662 | 70,024 | 86,030 | 16,006 | 142,901 | 60% | |
| 43 | CDBG | 36,273 | 27,087 | 152,888 | 125,801 | 48,291 | 317% | Budget amended in Jan |
| 44 | Planning & Engineering | 119,868 | 170,673 | 213,237 | 42,564 | 305,611 | 70% | |
| 45 | Inspections | 72,119 | 72,706 | 74,639 | 1,933 | 111,414 | 67% | |
| 46 | Permits | 46,812 | 2,371 | - | (2,371) | - | | |
| 47 | | | | | | | | |
| 48 | Sales Tax Bond '03&'16 | $ 787,845 | $ 816,331 | $ 929,581 | $ 113,250 | $ 934,581 | 99% | |
| 49 | | | | | | | | |
| 50 | Transfers to Other Funds | $ - | $ - | $ - | $ - | $ 1,640,491 | 0% | |
| 51 | | | | | | | | |
| 52 | **General Fund Exp Totals** | $ 10,564,236 | $ 11,424,929 | $ 12,900,079 | $ 1,369,468 | $ 20,990,798 | 61% | $ 8,090,719 |

| | C | D | F | H | J | M | O | P |
|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Expenditures** | | | | | | | |
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| 3 | **Division** | **Mar FY17** | **Mar FY18** | **Mar FY19** | **Variance Previous Yr** | **FY19 Budget** | **% of Budget** | |
| 4 | | | *a* | *b* | *b-a* | *c* | *b/c* | |
| 53 | **CDRA - 20** | | | | | | | |
| 54 | CED Administration | $ 56,608 | $ 15,335 | $ 26,596 | $ 11,261 | $ 120,000 | 22% | |
| 55 | RDA #9 | 31,328 | 30,000 | 22,500 | (7,500) | 260,000 | 9% | |
| 56 | RDA #7 | 4,932 | 1,000,525 | 15,000 | (985,525) | 197,482 | 8% | FY18-17 N Main Property Purchase |
| 57 | RDA #8 | - | 37,500 | 52,500 | 15,000 | 160,000 | 33% | |
| 58 | RDA #10 | 90,000 | 37,500 | 33,750 | (3,750) | 335,000 | 10% | |
| 59 | EDA #3 | 32,422 | - | 34,707 | 34,707 | 805,201 | 4% | |
| 60 | **CDRA Fund** | $ 215,290 | $ 1,120,860 | $ 185,053 | $ (935,807) | $ 1,877,683 | 10% | |
| 61 | | | | | | | | |
| 62 | **GO Bond Debt Service - 31** | | | | | | | |
| 63 | GO Bond | 1,094,050 | 1,080,277 | 1,086,100 | 5,823 | 1,085,500 | 100% | |
| 64 | **GO Bond Debt Service Fund** | $ 1,094,050 | $ 1,080,277 | $ 1,086,100 | $ 5,823 | $ 1,085,500 | 100% | |
| 65 | | | | | | | | |
| 66 | **Park Capital Improvement - 40** | | | | | | | |
| 67 | Capital Improvements Park | 86,714 | 21,946 | 6,217 | (15,729) | 250,000 | 2% | |
| 68 | **Park Capital Improvements** | $ 86,714 | $ 21,946 | $ 6,217 | $ (15,729) | $ 250,000 | 2% | |
| 69 | | | | | | | | |
| 70 | **Capital Improvement - 45** | | | | | | | |
| 71 | Cap Proj - Buildings | $ 33,747 | $ 591,761 | $ 110,439 | $ (481,322) | $ 190,000 | 58% | |
| 72 | Cap Proj - Streets | 462,301 | 749,284 | 460,043 | (289,241) | 2,699,000 | 17% | |
| 73 | Cap Proj - Open Space | 18,481 | - | - | - | 52,000 | 0% | |
| 74 | Cap Proj - Parks | | | 7,392 | | 345,000 | | |
| 75 | Cap Proj - CDBG | 148,633 | - | - | - | - | #DIV/0! | |
| 76 | **Capital Improvements Fund** | $ 663,162 | $ 1,341,045 | $ 577,874 | $ (770,563) | $ 3,286,000 | 18% | |
| 77 | | | | | | | | |

| | C | D | E | F | G | H | I | J | L | M | O | P |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **Clearfield City Draft Expenditures** | | | | | | | | | | | |
| 2 | 75% of Fiscal Year Complete | | | | | | | | | | | Clarification Notes |
| 3 | **Division** | **Mar FY17** | | **Mar FY18** | | **Mar FY19** | | **Variance Previous Yr** | | **FY19 Budget** | **% of Budget** | |
| 4 | | | | *a* | | *b* | | *b-a* | | *c* | *b/c* | |
| 78 | **Utility Admin - 50** | | | | | | | | | | | |
| 79 | Utility Administration | $ 249,260 | | $ 253,953 | | $ 253,062 | | $ (891) | | $ 387,283 | 65% | |
| 81 | **Utility Admin** | $ 249,602 | | $ 253,953 | | $ 253,062 | | $ (342) | | $ 387,283 | 65% | |
| 82 | | | | | | | | | | | | |
| 83 | **Water - 51** | | | | | | | | | | | |
| 84 | Water Department | $ 2,678,253 | | $ 2,754,412 | | $ 2,856,100 | | $ 101,688 | | $ 4,051,449 | 70% | |
| 85 | Water Capital Projects | 494,308 | | 720,738 | | 645,290 | | (75,448) | | 4,820,058 | 13% | |
| 86 | **Water Fund** | $ 3,172,561 | | $ 3,475,150 | | $ 3,501,391 | | $ 26,240 | | $ 8,871,507 | 39% | |
| 87 | | | | | | | | | | | | |
| 88 | **Sewer - 52** | | | | | | | | | | | |
| 89 | Sewer Department | $ 2,898,575 | | $ 3,184,017 | | $ 3,262,382 | | $ 78,365 | | $ 5,018,949 | 65% | |
| 90 | Sewer Capital Projects | 202,487 | | 440,154 | | 351,982 | | (88,172) | | 2,067,000 | 17% | |
| 91 | **Sewer Fund** | $ 3,101,062 | | $ 3,624,171 | | $ 3,614,364 | | $ (9,807) | | $ 7,085,949 | 51% | |
| 92 | | | | | | | | | | | | |
| 93 | **Storm Water - 53** | | | | | | | | | | | |
| 94 | Storm Water | $ 989,819 | | $ 962,152 | | $ 902,801 | | $ (59,351) | | $ 1,572,080 | 57% | |
| 95 | Storm Water Capital Prjct | 248,865 | | 447,165 | | 186,063 | | (261,102) | | 2,754,500 | 7% | |
| 96 | **Strom Water Fund** | $ 1,238,684 | | $ 1,409,317 | | $ 1,088,864 | | $ (320,452) | | $ 4,326,580 | 25% | |
| 97 | | | | | | | | | | | | |
| 98 | **Solid Waste & Recyclables- 54** | | | | | | | | | | | |
| 99 | Solid Waste | $ 798,409 | | $ 804,275 | | $ 793,456 | | $ (10,819) | | $ 1,323,872 | 60% | |
| 100 | Solid Waste Capital | - | | 432,276 | | 67,046 | | (365,230) | | 822,561 | 8% | |
| 101 | **Solid Waste Fund** | $ 798,409 | | $ 804,275 | | $ 860,502 | | $ (10,819) | | $ 2,146,433 | 40% | |
| 102 | | | | | | | | | | | | |
| 103 | **Fleet Management - 61** | | | | | | | | | | | |
| 104 | Fleet Management | 695,341 | | 981,463 | | 836,307 | | (145,156) | | 793,887 | 105% | |
| 105 | **Fleet Management Fund** | $ 695,341 | | $ 981,463 | | $ 836,307 | | $ (145,156) | | $ 793,887 | 105% | |
| 106 | | | | | | | | | | | | |
| 107 | **Risk Management - 63** | | | | | | | | | | | |
| 108 | ISF - Risk Management | 224,784 | | 190,045 | | 229,234 | | 39,189 | | 286,920 | 80% | |
| 109 | **Risk Management Fund** | $ 224,784 | | $ 190,045 | | $ 229,234 | | $ 39,189 | | $ 286,920 | 80% | |
| 110 | | | | | | | | | | | | |
| 111 | **Perpetual Cemetery - 70** | | | | | | | | | | | |
| 112 | Perpetual Cemetery Fund | - | | - | | - | | - | | - | | |
| 113 | **Cemetery Fund** | $ - | | $ - | | $ - | | $ - | | $ - | | |

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. SPECIAL SESSION
February 5, 2019
*(This meeting was held prior to a City Council special session.)*

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Kent Bush | Chair |
| PRESENT: | Nike Peterson | Director |
| | Vern Phipps | Director |
| | Tim Roper | Director |
| | Mark Shepherd | Director |
| | Karece Thompson | Director |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Deputy Public Works Director |
| | Eric Howes | Community Services Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Rich Knapp | Finance Manager |
| | Trevor Cahoon | Communications Coordinator |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |

VISITORS: Rob Sant – Lewis Young Robertson & Burningham, Nate Swain – Wright Development, David Harris – HAFB, Jason Wilde – HAFB

Chair Bush called the meeting to order at 6:29 p.m.

APPROVAL OF RESOLUTION 2019R-01 INITIATING THE PROCESS OF ADOPTING ONE OR MORE COMMUNITY REINVESTMENT PROJECT AREA PLANS BY DESIGNATING A SURVEY AREA KNOWN AS THE MABEY PLACE SURVEY AREA

Summer Palmer, Assistant City Manager, stated the City Council recently approved a budget amendment to contract with Lewis Young Robertson & Burningham (LYRB) to assist in the creation of the Mabey Place Community Reinvestment Area (CRA). She mentioned Rob Sant with LYRB had reviewed the process, blight study, and timeline for the overall Mabey Place CRA project with the Board during its work session meeting. She indicated the CRA designation would be essential to achieving the vision the City had for the Clearfield downtown. She noted

staff recommended approval of Resolution 2019R-01 initiating the process of adopting one or more Community Reinvestment Project Area Plans by designating the Mabey Place Survey Area.

Director Phipps said he was against the plan for high density rentals in the area. He explained the implementation concept, as recently defined, he did not support; however, he felt the process of CRA creation was an important step in the development of the property.

**Director Shepherd moved to approve Resolution 2019R-01 initiating the process of adopting one or more Community Reinvestment Project Area Plans by designating a survey area known as the Mabey Place Survey Area and authorize the Chair's signature to any necessary documents, seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Phipps, Peterson, Roper, Shepherd and Thompson. Voting NO – None.**

There being no further business to come before the Community Development and Renewal Agency, **Director Thompson moved to adjourn as the CDRA and reconvene as the City Council in special session at 6:33 p.m., seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

***The City Council special session minutes are in a separate location.***

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CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
February 5, 2019
*(This meeting was held prior to the regularly scheduled City Council work session.)*

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Kent Bush | Chair |
| PRESENT: | Nike Peterson | Director |
| | Vern Phipps | Director |
| | Tim Roper | Director |
| | Mark Shepherd | Director |
| | Karece Thompson | Director |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Deputy Public Works Director |
| | Eric Howes | Community Services Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Rich Knapp | Finance Manager |
| | Trevor Cahoon | Communications Coordinator |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |

VISITORS: Rob Sant – Lewis Young Robertson & Burningham, Nate Swain – Wright Development, David Harris – HAFB, Jason Wilde – HAFB

Chair Bush called the meeting to order at 6:01 p.m.

<u>DISCUSSION ON THE INITIATION OF THE PROCESS OF ADOPTING ONE OR MORE COMMUNITY REINVESTMENT PROJECT AREA PLANS BY DESIGNATING A SURVEY AREA KNOWN AS THE MABEY PLACE SURVEY AREA</u>

Summer Palmer, Assistant City Manager, welcomed and turned time over to Rob Sant with Lewis Young Robertson and Burningham as the consultant for the project. Rob Sant, LYRB, mentioned the Board would be taking the first step to consider adoption of a survey area resolution during its special session later in the evening. He explained the resolution allowed staff and the consultants to survey the area, create a project area plan and budget, and conduct a

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blight study for the Mabey Place project. He reviewed the boundaries for the proposed CRA project area and blight study area.

Mr. Sant provided an overview of the project area timeline, blight study process, and the need for a Taxing Entity Committee (TEC) to allow for the option of eminent domain in the project area, if necessary. Chair Bush asked what would happen if the TEC did not approve blight. Mr. Sant responded the CRA Project Area Plan and budget could still move forward through an Interlocal Agreement process rather than through the TEC because the CRA would not have power of eminent domain.

Director Peterson asked if the protest period was only for the blight study or the entire project area process. Mr. Sant responded the CDRA would hold a public hearing on blight that would allow opportunities for property owners to protest the finding of blight. Director Peterson asked if there would be another period where the public could protest the plan. Mr. Sant explained there was a protest period following the public hearing on the project area plan and budget; however, it was not to protest the plan but the procedure designated to insure proper noticing of the adoption of the plan and budget.

JJ Allen, City Manager stated there were advocacy groups that would try to stir up objection to the finding of blight and the Board should be prepared for that possibility. Chair Bush mentioned there was criteria established which identified blight so it would be difficult to argue evidence which supported it. Mr. Sant reviewed the criteria defined by State Statute 17C-5-402(2)(c)(ii) that constituted blight:

- the survey area consists predominantly of non-greenfield parcels:
- the survey area is currently zoned for urban purposes and generally served by utilities;
- at least 50 percent of the parcels within the survey area contain nonagricultural or nonaccessory buildings or improvements used or intended for residential, commercial, industrial, or other urban purposes;
- the present condition or use of the survey area substantially impairs the sound growth of the community, delays the provision of housing accommodations, constitutes an economic liability, or is detrimental to the public health, safety, or welfare, as shown by the existence within the survey area of at least four of the following factors:
    - substantial physical dilapidation, deterioration, or defective construction of buildings or infrastructure, or significant noncompliance with current building code, safety code, health code, or fire code requirements or local ordinances;
    - unsanitary or unsafe conditions in the survey area that threaten the health, safety, or welfare of the community;
    - environmental hazards, as defined in state or federal law, which require remediation as a condition for current or future use and development;
    - excessive vacancy, abandoned buildings, or vacant lots within an area zoned for urban use and served by utilities;
    - abandoned or outdated facilities that pose a threat to public health, safety, or welfare;
    - criminal activity in the survey area, higher than that of comparable nonblighted areas in the municipality or county; and
    - defective or unusual conditions of title rendering the title nonmarketable; and

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- at least 50 percent of the privately owned parcels within the survey area are affected by at least one of the factors, but not necessarily the same factor, listed in Subsection (1)(a)(iv); and,
- the affected parcels comprise at least 66 percent of the privately owned acreage within the survey area.

Director Phipps wondered if it was expected there would be a blight finding for the Mabey Place area. Mr. Sant responded it was expected. He shared examples of a blight study survey and how it would be conducted and supported by photographs. Mr. Sant indicated LYRB recently conducted a blight study in Millcreek and learned valuable information from it that would be useful moving forward.

Mr. Sant explained any community reinvestment project area that anticipated using eminent domain was subject to a taxing entity committee (TEC). He reviewed the role, composition, and process of organizing the TEC. There was a discussion about the CRA project area, blight study and TEC related to the following topics:

- Approval process and length of time necessary to work with the taxing entities.
- The need to provide the taxing entities with the net positive benefits of the project.
- There would be a 20 percent affordable housing component required by the State for the project because the CRA was created through a TEC.
- The boundaries of the blight study would not include the trailer park area because it was publicly owned.

Director Peterson suggested the proposed resolution contained language with broad powers of negotiation. She requested to know before it was out of the CDRA's purview what breadth of items would be handed off to staff and others for negotiation. Mr. Sant indicated standard language was included to avoid having to approve every minor decision with the CDRA board. He provided examples of issues which could result in a need to change the project area and make adjustments. Mr. Allen pointed out the blight study boundary could be reduced but not expanded without another resolution adoption. Director Peterson wondered if the language could be interpreted to include negotiations of parcel purchase prices. Mr. Sant answered the resolution language would only apply to the blight study, plan, and budget; not the purchase of property.

Mr. Sant mentioned language was also included in the resolution to allow for a blight study, if needed. He explained if when analyzing the project area it made sense to have more than one project area, only the areas with blight would necessitate a study; therefore, to eliminate the need to begin the process again with resolution adoption for a blight study the language allowed for more than one area; however, the Mabey Place project was only anticipated to be one project area.

Mr. Allen questioned how long a blight study would be good if the project area were not created as planned. Mr. Sant stated he believed it was valid for a year from the time the resolution was passed and there would be a five year window to use eminent domain. Mr. Allen explained the properties being considered for the Mabey Place project area were already included in old RDAs which originally had the power of eminent domain, but the time period had expired. Mr. Sant explained there were other options for obtaining eminent domain on a smaller section of parcels

if necessary; however, it would be a lengthier process. There was a discussion on the selection of parcels included in the blight study area.

**Director Thompson moved to adjourn the work session and reconvene as the CDRA in special session at 6:27 p.m., seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

***The City Council work session minutes are in a separate location.***

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CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
April 16, 2019
*(This meeting was held following the regularly scheduled City Council work session.)*

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Kent Bush | Chair |
| PRESENT: | Nike Peterson | Director |
| | Vern Phipps | Director |
| | Tim Roper | Director |
| | Mark Shepherd | Director |
| | Karece Thompson | Director |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Deputy Public Works Director |
| | Eric Howes | Community Services Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Brad McIlrath | Senior Planner |
| | Trevor Cahoon | Communications Coordinator |
| | Wendy Page | Deputy Recorder |
| EXCUSED: | Nancy Dean | City Recorder |

VISITORS: Alyssa Belford – Clearfield City Youth Commission (CCYC) Chair, Shayla Bui – CCYC, Eden Bush – CCYC Vice-Chair, Arienne Coats – CCYC, Ethan Durbin – CCYC, Amy Archibald – CCYC Advisor, Chris Uccardi, Ruth Jones, Jason Hamblin – Hamblin Investments

Chair Bush called the meeting to order at 6:50 p.m.

DISCUSSION ON THE INTERLOCAL AGREEMENT WITH THE DAVIS SCHOOL DISTRICT FOR THE LIFETIME PRODUCTS CRA (COMMUNITY REINVESTMENT AREA)

Summer Palmer, Assistant City Manager, explained what tax increment financing (TIF) was and how it could be used. She reviewed a map of the existing redevelopment areas for the Community Development and Renewal Agency (CDRA) and pointed out the Lifetime Community Reinvestment Area (CRA) would be carved out of Redevelopment Area (RDA) 6.

She noted if the planned CRA was developed for Mabey Place it would be carved out of RDA 7 and RDA 8.

Ms. Palmer acknowledged the CDRA would need to consider Interlocal Cooperation Agreements with each of the taxing entities for the Lifetime CRA and formalize them by resolution once they had been approved by the various taxing entity boards. She mentioned the Davis School District was the first of many that was ready for review and the Interlocal Cooperation Agreement had been included with the agenda packet. She noted Davis School District had already approved the agreement.

Ms. Palmer explained the Lifetime Products Project Area was planned to collect $4.2 million over 15 years and $2.27 million of the increment would be generated by the Davis School District. She mentioned this item was planned for consideration by the CDRA at its policy meeting on April 23, 2019. She asked if there were any questions. There was a discussion about the percentage of tax increment, other taxing entities moving forward with the agreements in the near future, relationships developed during the implementation process with the taxing entity boards, the time value of money, and the potential impacts for Utility Trailer currently using part of the Project Area for parking at the Freeport Center.

Ms. Palmer asked if there were any additional questions about the Interlocal Agreement. Brad McIlrath wondered if the City was creating a new CRA rather than using the existing RDA because there were new rules in place and so it would be more beneficial. Ms. Palmer explained there were more opportunities with the creation of a new CRA and there was also a longer period of time to collect the amount of increment needed for the project. Mayor Shepherd commented a CRA also had a component mandated by the State that ten (10) percent of the increment be directed towards affordable housing. There was a discussion on how affordable housing funds could be spent. Mayor Shepherd pointed out the City had mandated, along with Davis County and the School District, that the ten (10) percent of tax increment collected from the Lifetime CRA stay within the City's boundaries.

Councilmember Peterson recalled past discussions and pointed out there would be financial impacts for RDA 6 and it would need to be made whole or at least cover its obligations. Ms. Palmer indicated any time a new CRA was created there were financial impacts so the project area budgets would need to be refigured. She stated there would be additional discussions when the CDRA considered modifying RDA 7 and RDA 8 for the Mabey Place CRA creation. Councilmember Bush added the legal descriptions of each affected area would also have to be updated.

JJ Allen, City Manager, reviewed the CDRA Fiscal Year 2020 budgeted line item for servicing the sales tax bond payment which totaled $774,208. He explained that debt was backed by sales tax dollars, but had been funded with CDRA tax increment collected from RDA 6, 7, 8, 9, and 10. He stated when the CDRA determined to carve out a new CRA for Lifetime; it evaluated the value of the land and felt the financial impact would not be substantial to RDA 6. He pointed out carving out a new area for the Mabey Place CRA would be more significant; therefore, staff would be meeting with the consultants to review the numbers and financial impacts to determine how to balance them.

Councilmember Bush questioned whether or not acreage could be added to an RDA if it carved out a portion for the creation of a new CRA. Mr. Allen stated it was an interesting question. He pointed out there were acreage restrictions applied to old RDAs but those rules no longer existed for CRAs. He commented staff would check on the possibility of removing acreage from one area of an RDA and if there would be the ability to add acreage to another area of the RDA so the increment could continue to be captured.

DISCUSSION ON THE FISCAL YEAR 2020 CDRA BUDGET

Summer Palmer, Assistant City Manager, reviewed the revenues and expenditures of the Fiscal Year 2020 (FY20) budget. She mentioned the CDRA received tax increment from each of the active project areas which included five Redevelopment Areas (RDAs), one Economic Development Area (EDA), and the first tranche of the Clearfield Station Community Development Area (CDA). She said tax increment and interest earnings revenues were budgeted at $2,493,098.80 for FY20.

She pointed out all the RDAs serviced the debt for the Sales Tax Revenue Bond payments associated with the Clearfield Aquatic and Fitness Center totaling $774,208 for FY20 as was discussed during the last agenda item. Ms. Palmer commented other expenditures included CDRA administration costs and incentive payments for the City Centre project, the Orbital ATK project, and the Clearfield Station Apartments project. She stated in total the expenditures were $1,973,189.30 leaving a difference from revenues of $519,909.50 as a contribution to the fund balance. She indicated there was not much wiggle room in the accounts.

Ms. Palmer noted over time there would be less money transferred to the General Fund from the RDA accounts as the City got closer to the time period the bond was paid off. Councilmember Thompson asked if the Clearfield Station area was the only opportunity zone in the City. Mayor Shepherd indicated Mabey Place was also an opportunity zone. JJ Allen, City Manager, stated the opportunity zone program identified two opportunity tracts in the City along the corridor, one on the north and one on the south. He pointed out it was an added layer of incentives in addition to those of the CDRA. There was a discussion on opportunity zone projects and the tax incentives available to investors. Mayor Shepherd pointed out Clearfield Station Area would probably develop as an opportunity zone project; however, Mabey Place would likely not develop as such because Lotus Company did not intend to utilize the opportunity zone funding.

**Director Shepherd moved to adjourn at 7:21 p.m., seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

***The City Council work session minutes are in a separate location.***

DRAFT

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION
April 23, 2019
*(This meeting was held following a City Council policy session.)*

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Kent Bush | Chair |
| PRESENT: | Nike Peterson | Director |
| | Vern Phipps | Director |
| | Tim Roper | Director |
| | Mark Shepherd | Director |
| | Karece Thompson | Director |
| STAFF PRESENT: | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Deputy Public Works Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Trevor Cahoon | Communications Coordinator |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |
| EXCUSED: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Eric Howes | Community Services Director |

VISITORS: Ruth Jones, Todd Goff, John K. Ryan, Jolene Goff, Bob Bercher, Jason Hamblin

Chair Bush called the meeting to order at 7:53 p.m.

APPROVAL OF THE MINUTES FROM THE NOVEMBER 13, 2018 WORK SESSION AND THE DECEMBER 11, 2018 POLICY SESSION

**Director Roper moved to approve the minutes from the November 13, 2018 work session and the December 11, 2018 policy session, as written; and authorize the Chair's signature to any necessary documents, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Phipps, Peterson, Roper, Shepherd and Thompson. Voting NO – None.**

DRAFT

APPROVAL OF RESOLUTION 2019R-02 AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AND DAVIS SCHOOL DISTRICT RELATING TO THE LIFETIME PRODUCTS CRA (COMMUNITY REINVESTMENT AREA)

Director Shepherd stated on October 9, 2018, the Clearfield Community Development and Renewal Agency (CDRA) adopted by resolution an official Project Area Plan and Budget for the Lifetime Community Reinvestment Project Area. He noted the CDRA desired to enter into this agreement to receive a portion of property tax increment generated within the Lifetime Products Community Reinvestment Area (CRA) from Davis School District. He indicated the funds received from tax increment were to help incentivize Lifetime Products to expand in Clearfield, which was anticipated to create approximately 150 jobs.

Director Shepherd acknowledged staff attended meetings with Davis County and the School District and both had accepted the Project Area Plan and agreed to provide 75 percent tax increment for 15 years. He acknowledged similar meetings would be held with the other taxing entities to request approval of the plan and budget. He pointed out ten (10) percent of the taxing increment funds would support affordable housing.

**Director Shepherd moved to approve Resolution 2019R-02 authorizing an Interlocal Agreement between the Clearfield Community Development and Renewal Agency (CDRA) and Davis School District and authorize the Chair's signature to any necessary documents, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Phipps, Peterson, Roper, Shepherd and Thompson. Voting NO – None.**

There being no further business to come before the Community Development and Renewal Agency, **Director Thompson moved to adjourn at 7:57 p.m., seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

***The City Council policy session minutes are in a separate location.***

DRAFT

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
April 30, 2019
*(This meeting was held prior to the regularly scheduled City Council work session.)*

City Building
55 South State Street
Clearfield City, Utah

| | | |
|---|---|---|
| PRESIDING: | Kent Bush | Chair |
| PRESENT: | Vern Phipps | Director |
| | Tim Roper | Director |
| | Mark Shepherd | Director |
| | Karece Thompson | Director |
| EXCUSED: | Nike Peterson | Director |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | John Meek | Emergency Preparedness Manager |
| | Scott Hodge | Public Works Director |
| | Mark Baird | Public Work Deputy Director |
| | Kamilla Schultz | Engineer |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Brad McIlrath | Senior Planner |
| | Lee Naylor | Accountant |
| | Trevor Cahoon | Communications Coordinator |
| | Jenn Wiggins | Marketing Intern |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |
| EXCUSED: | Eric Howes | Community Services Director |
| | Rich Knapp | Finance Manager |

VISITORS: Manuel Gallegos Jr., Ruth Jones, Nathan Stong, Jeff Bunderson, Adam McClurg, Brayden Burnett, Brett McClurg, Carter Hoffman, Sawyer Shelton, TJ Hanson, Zach Bott

Chair Bush called the meeting to order at 6:00 p.m.

Director Shepherd arrived at 6:03 p.m.

DRAFT

DISCUSSION ON THE CLEARFIELD CITY/DAVIS COUNTY FAÇADE IMPROVEMENT GRANT AWARD

Spencer Brimley, Community Development Director, stated the City in conjunction with Davis County had $50,000 of grant funding available for façade improvements to commercial properties. He indicated Manuel's El Burrito at 1145 South State Street and the strip mall property located at 1580 South State Street had both submitted applications.

Mr. Brimley reviewed the projects proposed by both applicants. He explained staff recommended the award of funding be made to Manuel's El Burrito, since the proposal would have the greatest impact on the State Street corridor and be most beneficial to the community overall. He commented the award of funding would require an agreement and site plan approval. He suggested the site plan go through an administrative process which followed the land use process and provided the documentation necessary for the proposal.

Director Shepherd expressed his opinion the recommended project would be the best use for the funding. Mr. Brimley stated he would work with the applicant to prepare the agreement for funding which could be considered during a policy session on May 14, 2019. He noted the funds would need to be spent by the end of the year or at least allocated to the project so money could be reimbursed for those façade improvements.

Director Phipps commented it was great to help a long term business of the City. Mr. Gallegos, applicant, thanked the Board.

**Director Shepherd moved to adjourn at 6:05 p.m., seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Phipps, Roper, Shepherd and Thompson. Voting NO – None.** Director Peterson was not present for the vote.

***The City Council work session minutes are in a separate location.***

DRAFT

# STAFF REPORT

**TO:** Chairman Kent Bush and CDRA Board of Directors

**FROM:** Spencer W. Brimley, Community Development Director

**MEETING DATE:** Tuesday, May 14, 2019

**SUBJECT:** Clearfield City/Davis County Façade Grant

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## RECOMMENDED ACTION

Award the Façade and Site Improvement Grant to Manuel Gallegos Jr. Mansour, owner of Manuel's El Burrito, located at 1145 South State Street ($50,000) contingent upon site plan approval and execution of grant agreements; and authorize the Chair's signature to any necessary documents.

## DESCRIPTION / BACKGROUND

The City of Clearfield is pleased to sponsor a grant program, in conjunction with the Davis County "Davis Fund for Economic Development" to assist businesses along the SR 126 (Main/State) corridor in Clearfield, during the 2019 calendar year. The fund is managed by Davis County on behalf of the Davis County Council of Governments, Inc. The Clearfield Façade and Site Improvement Program is designed to improve the overall appearance of Clearfield's Main Street through an incentive for businesses to make investments to improve the visual appearance and condition of their property. In this, the program's first round, two applications were submitted for consideration. Staff has reviewed both applications and has recommended Manuel's' El Burrito as the recipient of the full $50,000 for its proposed project.

Manuel's El Burrito (see below) – The applicant is proposing to remove the bar tile roof and existing supports and erect wall and roof to match the main portion of the building. The roof line of the building will be elevated to match the existing building entrance as well. The entire building will be painted light cream for consistency, and a new brown trim will be added to the entire building. A new roof will be installed to replace bar tile roof, along with patio awnings. New windows and doors will be included to match the roof trim. A new sign face and new logo will also be completed as a part of this project. The project will need to address any landscaping, and storm water detention issues that may be outstanding. Site plan approval from the Planning Commission will be required, and has not yet been applied for. The request is for the maximum grant amount ($50,000), with the applicant investing $9,763 dollars in private dollars. The total cost estimate for the project is currently $59,763.



**CORRESPONDING POLICY PRIORITY (IES)**

We believe the approval of this grant award will help us to ***Improve Clearfield's Image, Livability and Economy*** by promoting a ***high quality economic development*** opportunity in the heart of Clearfield's downtown. This project will be instrumental in changing the image of Clearfield by creating a look and feel for this restaurant adjacent to the largest contiguous land mass in the City. This will also add value and appeal to the State/Main corridor with updated facades and site improvements. This program especially emphasizes the city's increase for ***beautification of our community as well as an increase in community pride, investment, and involvement.***

**FISCAL IMPACT**

Previous offerings for this program have been for a matching grant for up to $25,000 from the CDRA. The City, in preparation for this program, apportioned another $25,000 of CDRA funds for the grant and received a matching grant of $25,000 from Davis County Economic Development Fund, to be provided for Main Street redevelopment efforts. The award would be for money granted from the City and Davis County, and would allow for up to $50,000 to be awarded.

Grants under this program are post-performance, meaning that the funds would not be disbursed until after the project is complete, as a reimbursement for actual costs. Also, disbursement would occur concurrently with recording of a trust deed in the CDRA's favor for the amount of the grant. If the property is sold within ten years, the trust deed will provide reimbursement to the CDRA for its participation. However, if the owner does not sell the property, then the CDRA will reconvey the trust deed after ten years.

**ALTERNATIVES**

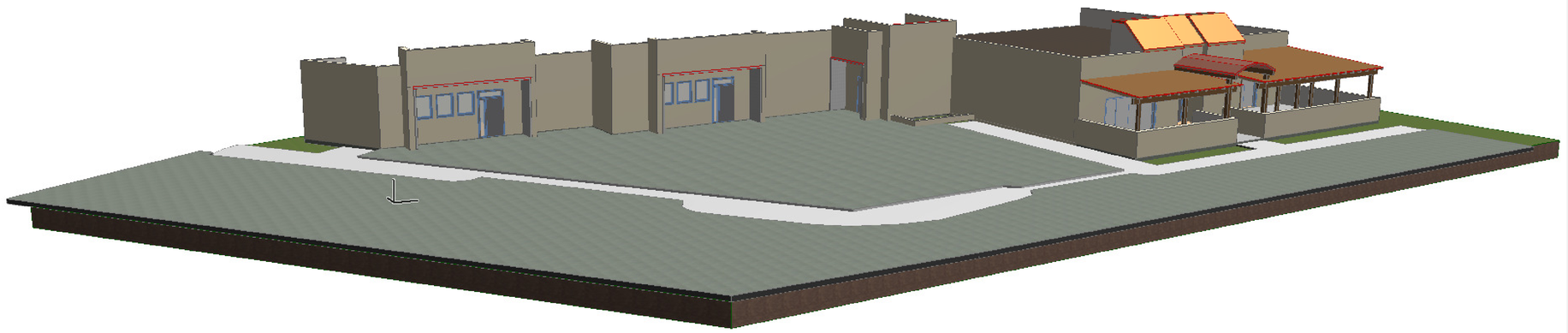
Not using the funds may result in lack of award next year from Davis County and lack of ability to lend to additional businesses along the State/Main Street corridor. This grant is a great way to invest in our local businesses, and the loss of any funding or reduction in the program would be a loss to our corridor efforts.

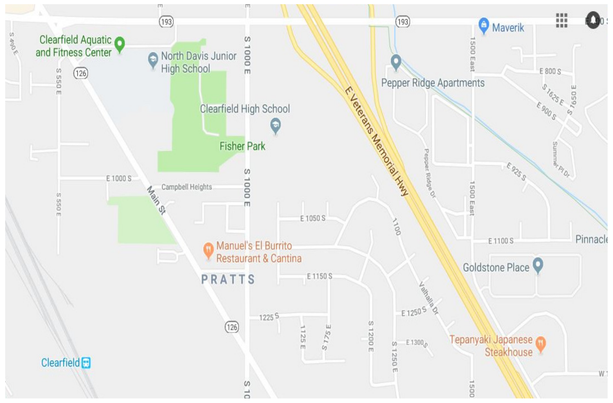
## SCHEDULE / TIME CONSTRAINTS

The applicant is interested in moving forward very quickly. This project will be required to move forward in order to be able to request funding (as a reimbursement) before December 31, 2019. Staff believes the best investment for and along the State/Main corridor would be an award to Manuel's El Burrito for its proposal to invest and make improvements to their site. Award of the full funding will require a site plan approval from the Planning Commission. The project could take a few months before it's ready to apply for a building permit, but could apply for Planning Commission review and be underway by mid-late summer.

## LIST OF ATTACHMENTS

- El Burrito Exhibits
- Draft agreement for award of Façade and Site Improvement Grant






| SHEET INDEX | | |
|---|---|---|
| ID | Name | Published |
| A-001 | COVER SHEET | ☐ |
| A-101 | 1. 1st FLOOR | ☐ |
| A-102 | 1. 1st FLOOR SUPPORT BLDG | ☐ |
| A-103 | ROOF PLAN | ☐ |
| A-1.1 | EAST ELEVATION | ☐ |
| A-1.2 | NORTH ELEVATION | ☐ |
| A-1.3 | SOUTH ELEVATION | ☐ |
| A-1.4 | WEST ELEVATION | ☐ |

**REVITALIZATION PROJECT**

# MANUEL'S EL BURRITO RESTAURANT & CANTINA

**CLEARFIELD - UTAH**

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CONSULTANTS

Manuel's El Burrito Restaurant & Cantina

145 State St
Clearfield, Utah 84015

Manuel Gallegos

| MARK | DATE | DESCRIPTION |
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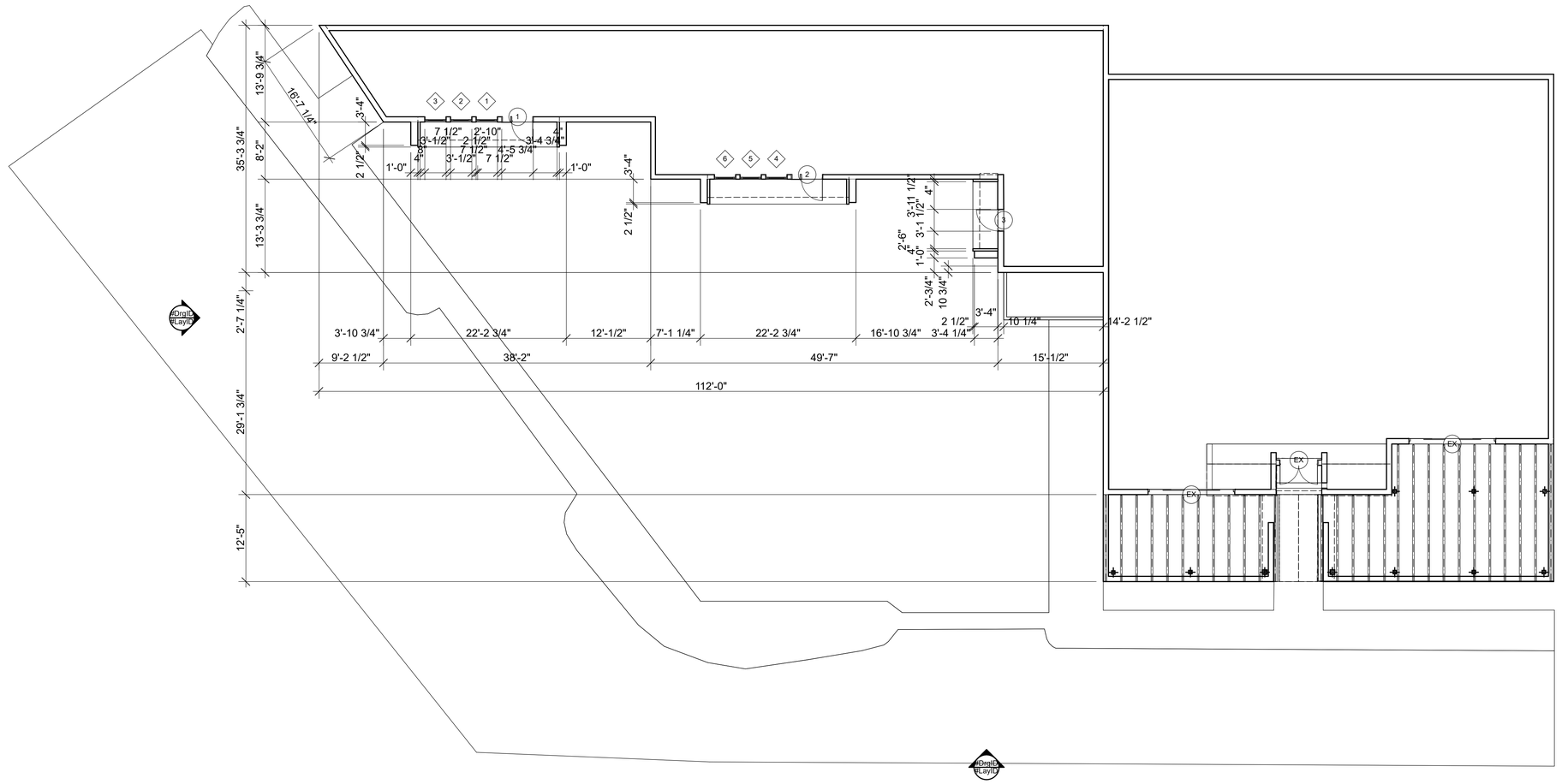
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SHEET TITLE

COVER SHEET

A-001

SHEET 1 OF 8




1 1st FLOOR
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CONSULTANTS

Manuel's El Burrito Restaurant & Cantina
145 State St
Clearfield, Utah 84015

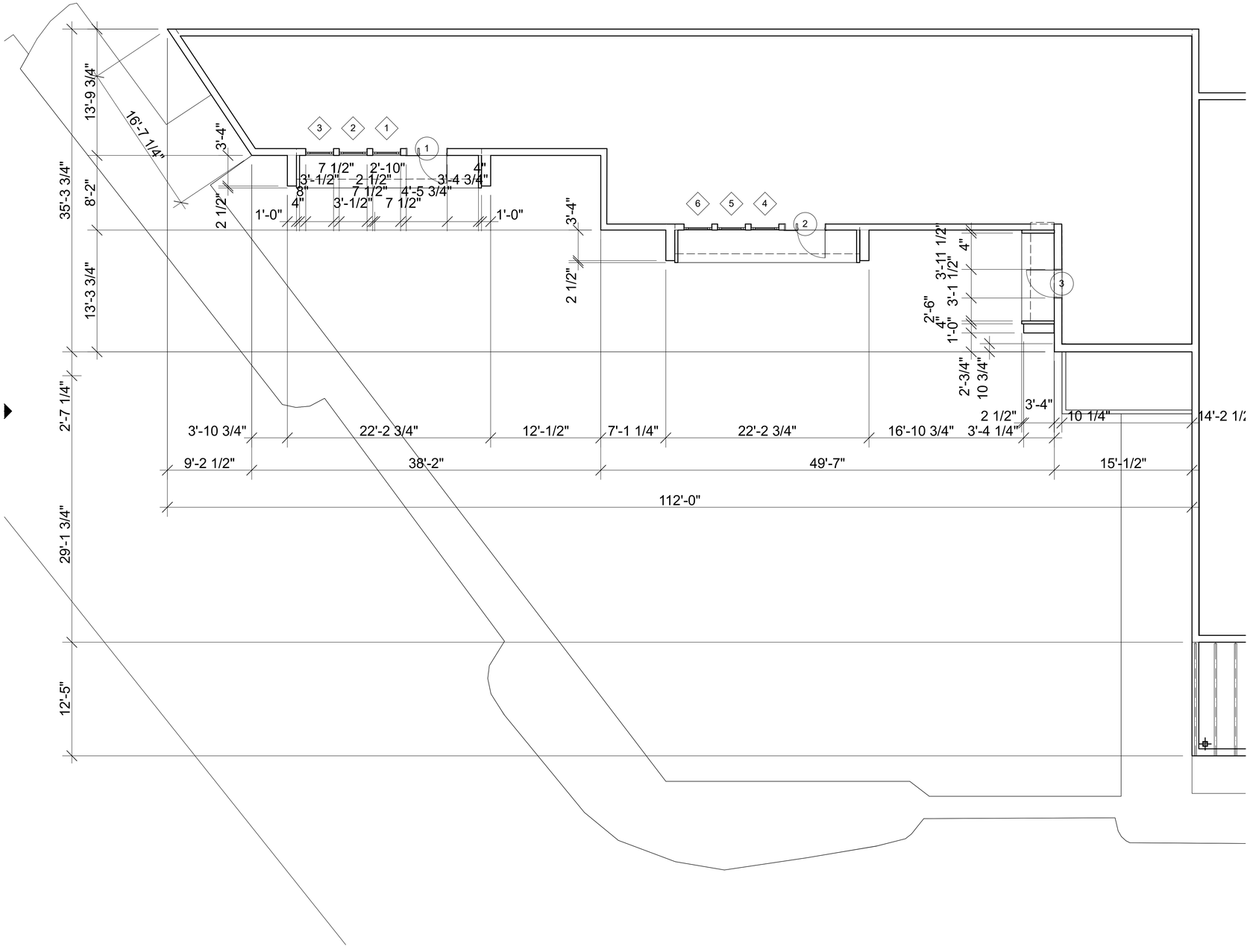
Manuel Gallegos

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SHEET TITLE
1. 1st FLOOR

A-101
SHEET 2 OF 8




1 1st FLOOR SUPPORT BLDG
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CONSULTANTS

Manuel's El Burrito Restaurant & Cantina
145 State St
Clearfield, Utah 84015

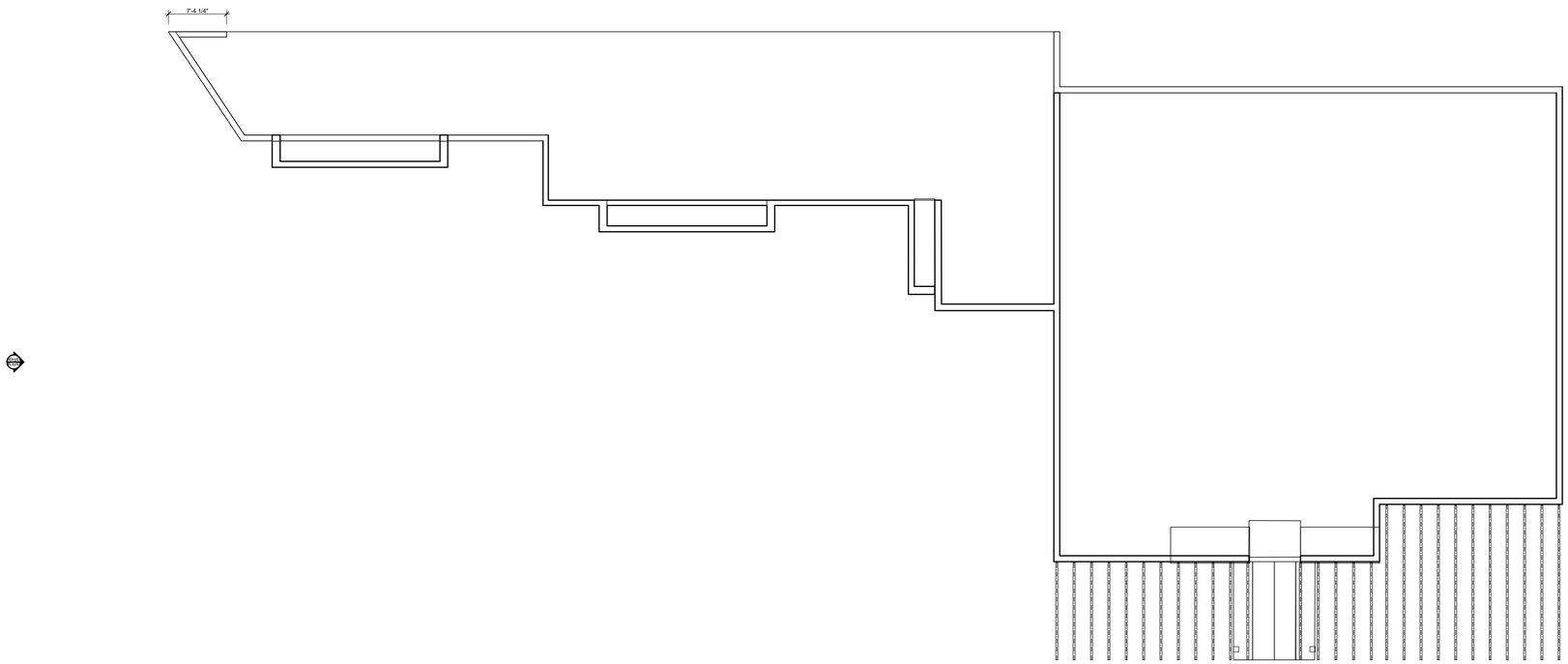
Manuel Gallegos

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SHEET TITLE
1. 1st FLOOR SUPPORT BLDG

A-102
SHEET 3 OF 8




1 2nd FLOOR PLAN
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0 4' 8' 16'

CONSULTANTS

Manuel's El Burrito Restaurant & Cantina
145 State St
Clearfield, Utah 84015

Manuel Gallegos

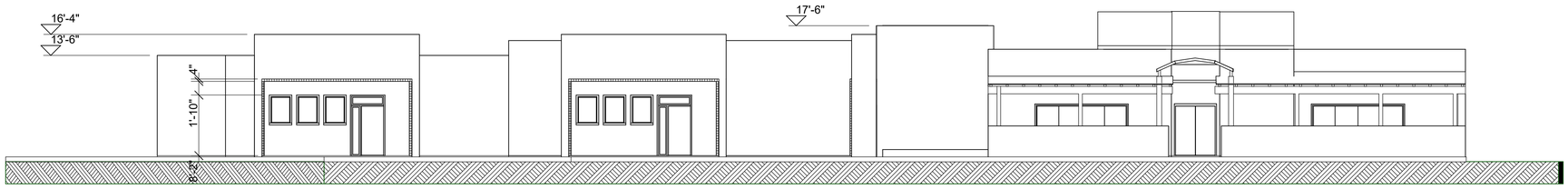
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SHEET TITLE
ROOF PLAN

A-103
SHEET 4 OF 8

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1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

CONSULTANTS

Manuel's El Burrito Restaurant & Cantina
145 State St
Clearfield, Utah 84015

Manuel Gallegos

| MARK | DATE | DESCRIPTION |
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SHEET TITLE
SOUTH ELEVATION

A-1.3
SHEET 7 OF 8

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1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

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CONSULTANTS

Manuel's El Burrito Restaurant & Cantina
145 State St
Clearfield, Utah 84015

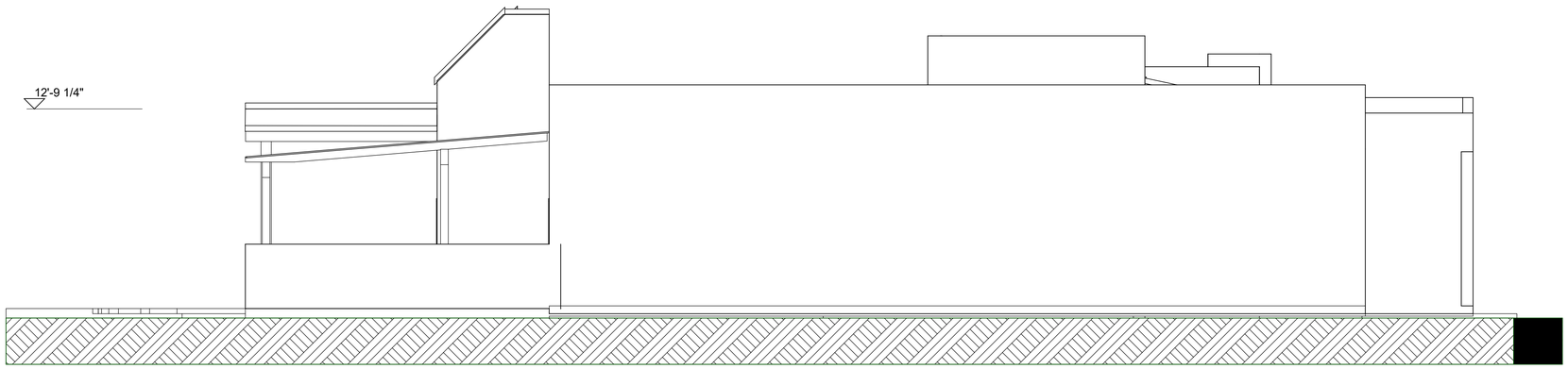
Manuel Gallegos

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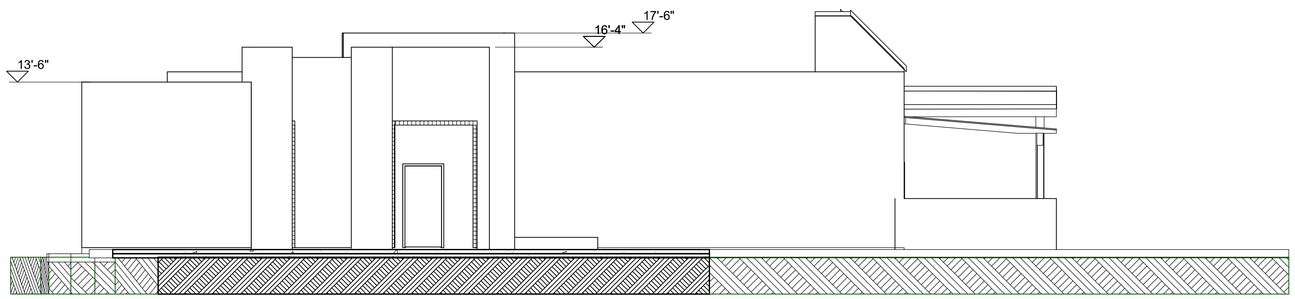
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SHEET TITLE
NORTH ELEVATION

A-1.2
SHEET 6 OF 8




1 EAST ELEVATION
SCALE: 1/4" = 1'-0"




2 WEST ELEVATION
SCALE: 3/16" = 1'-0"

CONSULTANTS

Manuel's El Burrito Restaurant & Cantina
145 State St
Clearfield, Utah 84015

Manuel Gallegos

| MARK | DATE | DESCRIPTION |
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SHEET TITLE
EAST ELEVATION

A-1.1
SHEET 5 OF 8

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**CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY**
GRANT AGREEMENT AND PROMISSORY NOTE

**Manuel's Incorporated DBA/Manuel's El Burrito**
**Manuel Gallegos Jr.**
*Name*

**1145 South State Street**
**Clearfield. UT 84015**
*Address*

**$50,000.00**
*Grant Amount*

**1. TERMS**

For value received, the undersigned promises to pay to the order of the Clearfield Community Development and Renewal Agency (CDRA), the sum of fifty thousand and 00/100 dollars ($50,000.00). No finance charge or periodic payments are required under the terms of this Note. Repayment requirements are enumerated in Section 3 of this Note.

**2. RIGHT TO PREPAY NOTE**

The undersigned reserves the right to prepay at any time all or part of the principal amount of this Note without the payment of penalties or premiums.

**3. DUE ON SALE, ASSIGNMENT, CONVEYANCE, OR TRANSFER OF INTEREST CLAUSE, ETC**.

The undersigned covenants and agrees that:

A. In the event that the undersigned sells, conveys, disposes, or assigns any interest in the property used to secure this Note, or if the undersigned shall make any inter vivos transfer of said property, or if the title thereto shall become vested in any other person or persons in any manner whatsoever, or if undersigned shall discontinue his use of said property as a restaurant, or agrees to do any of the acts specified herein without the express written consent of Clearfield City being first obtained, or
B. In the event that the undersigned shall die, become insolvent, become bankrupt, either voluntarily or made a general assignment for the benefit of creditors; or if any proceeding for enforcement of a judgment is commenced against the property of the undersigned, or other person liable on this Note; or if a petition for any relief under any law relating to the relief of debtors or readjustment of indebtedness shall be filed by the undersigned; or if a writ or order of attachment is issued against any of the property used to secure this title, then it is understood and agreed by the undersigned that the grant shall be repaid as follows:

At the time and from the proceeds of the sale, assignment, conveyance, or transfer, the CDRA shall be repaid the full amount of the grant.

***Repayment exception:*** *If the property is not sold, assigned, conveyed, or otherwise transferred during the first 10 years from the disbursement of the grant funds, the CDRA shall forgive the funds received by Manuel's Incorporated DBA/Manuel's El Burrito Manuel Gallegos Jr. through the Downtown Clearfield*

*Facade and Site Improvement Program and reconvey the trust deed.*

**4. COSTS AND ATTORNEY'S FEES**

If suit is instituted by the CDRA or its assignee to recover on this Note, the undersigned agrees to pay all costs of such collection, including reasonable attorney's fees and court costs. Any causes of action arising or relating to this Agreement shall be brought in the Second District Court in Farmington City, Utah or in the United States District Court of the District of Utah.

**5. SECURITY**

This Note is secured by a Trust Deed of even date herewith, duly filed for record in the Davis County Recorder's Office.

**6. WAIVER OF DEMAND, PROTEST AND NOTICE**

Demand, protest, and notice of demand and protest are hereby waived, and the undersigned waives, to the extent authorized by law, any and all homestead and other exemption rights with otherwise would apply to the debt evidenced by this Note.

IN WITNESS WHEREOF, this Note has been duly executed by the undersigned as of this date.

By: _____
Manuel Gallegos, Owner
Manuel's Incorporated

**STATE OF UTAH }**

**: SS**

**COUNTY OF DAVIS }**

On the _____day of _____, 2019, personally appeared before me Manuel Gallegos Jr., the signer of the above instrument, who duly acknowledged to me that he executed the same.

_____
Notary Public

When recorded, mail to:

Clearfield CDRA
Attn: City Recorder
55 South State Street
Clearfield, UT 84015

Space above this line for Recorder's Use

**CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY**
TRUST DEED

THIS TRUST DEED is made this _____day of _____, 2019, between Manuel Gallegos Jr. Mansour, as Trustor, whose address is:

**1145 South State Street**
Street and Number

**Clearfield. UT 84015**
City, State and Zip

_____as Trustee*,
(Title Company/Escrow Agent)

and **Clearfield Community Development and Renewal Agency** as Beneficiary.

**Note: Trustee must be a member of the Utah State Bar, a bank, building and loan association or savings and Joan association authorized to do such business in Utah; a corporation authorized to do such business in Utah; or a title insurance or abstract company authorized to do such business in Utah.*

PROPERTY ADDRESS: **1145 South State Street**
**Clearfield, UT 84015**

Parcel No: **12-072-0024**

ALL OF LOTS 13 & 15, PRATT'S SUB. CONT. 0.332 ACRES.

Parcel No: 1**2-072-0011**

ALL OF LOT 11, PRATT'S SUB. ALSO, BEG AT NE COR OF LOT 11, PRATT'S SUB; TH N 130.89 FT; TH W 58.64 FT; TH S 130.89 FT; TH E 58.64 FT TO BEG. SD TRACT BEING PART OF LOT 16, PRATT'S SUB. TOT

Parcel No: **12-072-0011**

BEG 539.25 FT N & 393 FT W OF SE COR OF NE 1/4 OF SEC 12-T4N-R2W, SLM; & RUN TH W 19.02 FT; TH S 130.58 FT TO N LINE OF LOT 13, PRATT'S SUB; TH E 19.02 FT; TH N 130.58 FT TO POB. CONT. 0.05 ACRES.

Together with all buildings, fixtures and improvements thereon and all water rights, rights of way, easements, rents, issues, profits, income, tenements, hereditament, privileges and appurtenances thereunto now or hereafter used or enjoyed with said property, or any part thereof;

FOR THE PURPOSE of securing payment of the indebtedness evidenced by a grant agreement and promissory note of even date herewith, in the principal sum of $50,000.00 payable to the order of the Beneficiary at the times, in the manner, and with the interest as therein set forth, and payment of any sums expended or advanced by Beneficiary to protect the security hereof.

Trustor agrees to pay all taxes and assessments on the above property, to pay all charges and assessments on water or water stock used on or with said property, not to commit waste, to maintain adequate fire improvements on said property, to pay all costs and expenses of collection (including Trustee's and attorney's fees in event of default of payment of the indebtedness secured hereby and to pay reasonable Trustees fees for any services performed by trustee hereunder, including a reconveyance hereof. Not to sell, convey, dispose, rent, lease, or make any inter vivos transfer of the premises or any part thereof, or to vest the title thereto in any other person or persons in any manner whatsoever, or to encumber said property or any part thereof or any interest therein. In the event that the Trustor becomes insolvent, bankrupt, either voluntarily or involuntarily, or makes a general assignment for the benefit of creditors, or if any proceeding for enforcement of a judgment or writ or order of attachment against the property of the Trustor, or petition of relief or readjustment of indebtedness filed by Trustor, such action shall constitute a default under the terms of this instrument and the Note it secures. In the event the Trustor defaults or undertakes any such act or agrees to undertake any act prohibited by this paragraph without the written consent of the Beneficiary first obtained, such undertaking or agreement to undertake shall constitute a default under the terms of this instrument and the Note it secures, and the Beneficiary may cause the same to be foreclosed, and the premises sold, according to law and the provisions thereof.

**Subordination:** Beneficiary and Trustor acknowledge and agree that this Trust Deed is subject and subordinate in all respects to the liens, terms, covenants and conditions of the First Deed of Trust and to all advances heretofore made or which may hereafter be made pursuant to the First Deed of Trust including all sums advanced for the purpose of (a) protecting or further securing the lien of the First Deed of Trust, curing defaults by the Trustor under the First Deed of Trust or for any other purpose expressly permitted by the First Deed of Trust or (b) constructing, renovating, repairing, furnishing, fixturing or equipping the Property. The terms and provisions of the First Deed of Trust are paramount and controlling, and they supersede any other terms and provisions hereof in conflict therewith. In the event of a foreclosure or deed in lieu of foreclosure of the First Deed of Trust, any provisions herein or any provisions in any other collateral agreement restricting the use of the property to low or moderate income households or otherwise restricting the Trustor's ability to sell the Property shall have no effect on subsequent owners or purchasers of the Property. Any person, including their successors or assigns (other than the Trustor or a related entity of the Trustor) receiving title of the Property through a foreclosure or deed in lieu of foreclosure of the First Deed of Trust shall receive title to the Property free and clear from such restrictions.

Further, if the Senior Lien Holder acquires title to the Property pursuant to a deed in lieu of foreclosure, the lien of this Trust Deed shall automatically terminate upon the Senior Lien Holders acquisition of title, provided that (i) the Mortgagee has been given written notice of a default under the First Deed of Trust and (ii) the Mortgagee shall not have cured the default under the First Deed of Trust, or diligently pursued curing the default as determined by the Senior Lien Holder, within the 60-day period provided in such notice sent to the Beneficiary.

The undersigned Trustor requests that a copy of any notice of default and of any notice of sale hereunder be mailed to him at the address hereinbefore set forth.

By:_____
Manuel's Inc./ Manuel Gallegos Jr.
Trustor

**STATE OF UTAH }**

**: SS**

**COUNTY OF DAVIS }**

On the _____day of _____, 2019, personally appeared before me Manuel Gallegos Jr., the signer of the above instrument, who duly acknowledged to me that he executed the same.

_____
Notary Public