

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
May 12, 2020 – POLICY SESSION

Public meetings will be held electronically in accordance with Executive Order 2020-1 Suspending the Enforcement of the Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus issued by Governor Herbert on March 18, 2020. **No physical meeting location will be available.** The public may monitor or listen to the open portions of the meeting electronically by following the instructions below.

Zoom Meeting
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Meeting ID: 818 1847 9430

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7:00 P.M. POLICY SESSION

CALL TO ORDER:

THOUGHT:

APPROVAL OF MINUTES:

Mayor Shepherd
Councilmember Bush
February 18, 2020 – Work Session
March 3, 2020 – Work Session
March 10, 2020 – Work Session
March 10, 2020 – Policy Session
March 17, 2020 – Work Session
April 7, 2020 – Work Session
April 14, 2020 – Work Session
April 21, 2020 – Work Session

SCHEDULED ITEMS:

If you wish to comment during the open comment period the Zoom meeting chat will be open beginning at 7:00 p.m. and closing at 7:10 p.m.

1. **OPEN COMMENT PERIOD**

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic.

Agenda Items will be addressed while the open comment period is open (7:00 p.m. to 7:10 p.m.) to allow sufficient time for the public to participate. Following the expiration of the public comment period at 7:10 p.m., all public comments received will be read into the record.

2. CONSIDER APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE HILLSIDE ESTATE SUBDIVISION LOCATED AT APPROXIMATELY 293 SOUTH STATE STREET (TINS: 12-003-0051 AND 12-003-0050)

BACKGROUND: The applicant is requesting to consolidate its properties located at approximately 293 South State Street for a residential and commercial mixed-use development. The applicant proposes to construct a five story mixed-use building with 3,340 square feet of commercial space and a 1,435 square foot exercise room on the first floor. The upper floors will include residential units with a makeup of seventeen one-bedroom units and fourteen two-bedroom units. The proposed subdivision is part of the downtown and subject to the standards of the Form Based Code. As part of this development, the applicant is required to combine the properties and provide public utility easements and road dedication for improvements along State Street. The Planning Commission heard the request on April 15, 2020 and recommended approval contingent upon three conditions.

RECOMMENDATION: Approve the Final Subdivision Plat for the Hillside Estate Subdivision located at approximately 293 South State Street contingent upon the recommendations of the Planning Commission and authorize the Mayor's signature to any necessary documents.

3. CONSIDER APPROVAL OF THE ENCROACHMENT AGREEMENT WITH THE UTAH DEPARTMENT OF TRANSPORTATION AND THE DAVIS AND WEBER COUNTIES CANAL COMPANY

BACKGROUND: Utah Department of Transportation (UDOT) is reconstructing the overpass on the I-15 freeway over the 200 South roadway. UDOT will be relocating utility lines, installing additional utilities, and improving the cross section of the roadway in this area. The Davis and Weber Counties Canal Company (DWCCC) is requiring an encroachment license agreement to encroach upon the company's property located at approximately 750 East 200 South. The agreement between UDOT, DWCCC, and Clearfield City would allow UDOT to construct a 15-inch storm drain line in the area and detail the City's long term maintenance responsibilities once the project is completed.

RECOMMENDATION: Approve the Encroachment Agreement with the Utah Department of Transportation and the Davis and Weber Counties Canal Company and authorize the Mayor's signature to any necessary documents.

4. CONSIDER ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2021 AND SET A PUBLIC HEARING FOR AUGUST 11, 2020 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; however, the City is anticipating maintaining at least a portion of its certified tax rate so the truth-in-taxation process is required.

RECOMMENDATION: Adopt the tentative budget for fiscal year 2021 and set a public hearing on the budget for August 11, 2020 at 7:00 p.m.

5. FINANCIAL UPDATE ON THE 2020 FISCAL YEAR BUDGET

COMMUNICATION ITEMS:

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

****COUNCIL ADJOURN****

Dated this 7th day of May, 2020.

/s/Wendy Page, Deputy 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 18, 2020

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
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Trevor Cahoon	Communications Manager
	Jenn Wiggins	Digital Media Specialist
	Kelli Bybee	Communications Assistant
	Johnny Vuong	Web Development Intern
	Nancy Dean	City Recorder

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

Councilmember Thompson arrived 6:06 p.m.

DISCUSSION ON ZONING TEXT AMENDMENTS TO TITLE 11, CHAPTERS 8 AND 9
FOR REGULATIONS OF ACCESSORY BUILDINGS IN A-1, A-2 (AGRICULTURAL),
AND R-1 (RESIDENTIAL) ZONING DISTRICTS

Brad McIlrath, Senior Planner, explained the City Council adopted new regulations for accessory buildings in residential zones in April 2017. The purpose of the amendment was to allow residents to better utilize their properties based on the size of their lot or parcel and not by the zoning classification.

Mr. McIlrath stated recently it came to the attention of staff that some of the accessory building standards were not removed from the A-1, A-2, and R-1 zones when the changes were made and those standards were in conflict with the standards found in Title 11, Chapter 13 of the City Code. The purpose of the proposed amendments was to clean up the conflicting language by

removing provisions in the residential zones in favor of the standards outlined in City Code § 11-13-38.

DISCUSSION ON AMENDMENTS TO TITLE 11, CHAPTER 11B - MOTOR VEHICLE SALES

Spencer Brimley, Community Development Director, stated the amendments to motor vehicles sales were reviewed by the Planning Commission. He presented the Planning Commission's recommendations.

There was a discussion on the proposed language and the following changes were recommended:

- Change the language in Paragraph 2 – Terms and Conditions to say "...terms and conditions for motor vehicle sales *establishments*..."
- In the Purpose section, Paragraph 3 Approval, move that paragraph to the Standards section.
- In the Standards section, Paragraph 2 Permanent Structures, remove the language, "...unless otherwise noted..." from the paragraph.
- In the Standards section, Paragraph 3 Architectural Detail, add a paragraph that clearly defined architectural detail. Use subparagraphs (a) and (b) to assist in creating the definition.
- In the Standards section, Paragraph 3 Architectural Detail, subparagraph (c) add some language to clarify the blank wall limitations.
- In the Standards section, Paragraph 4 Fencing, remove subparagraph (b) that says, "All fencing must be decorative in nature."
- In the Standards section, Paragraph 5 Landscaping, subparagraph (a), remove the words "blend well" and add "...visible *from the public right-of-way*..."
- In the Standards section, Paragraph 5 Landscaping, subparagraph (b) provide additional clarification on the landscape buffer.
- In the Standards section, Paragraph 9, second sentence should say, "This includes sweeping and maintaining the asphalt, *keeping the property and establishment* free of debris, trash and weeds, etc."
- Remove the penalty paragraph if addressed somewhere else in the City Code.

There was a discussion regarding the ratio of customer and employee parking stalls to vehicles allowed on the motor vehicle sales lots. Mr. Brimley stated it was consistent with other jurisdictions. He explained how difficult the current parking standards were to calculate and enforce. Councilmember Peterson liked the standard being clearly set forth. She shared her experience serving on the Planning Commission and the challenges associated with trying to get business owners to understand the need for sufficient parking and recognize the impact to the surrounding areas when it was limited.

Councilmember Thompson shared his concerns that the proposed amendments were over regulation attacking affordability. He continued the consumer would be the one ultimately paying for the higher standards for amenities. He expressed his opinion it was a significant impact to the consumer. Mayor Shepherd suggested it was the governing body's responsibility to enhance the look and image of the City. Councilmember Thompson understood that look and

feel were a livability standard. He expressed his opinion that it was also important not to control the market to the degree that it negatively affected the consumer.

Councilmember Thompson agreed that some of the current motor vehicle sales lots were adversely packed with vehicles. He suggested it might be better to actually regulate the size of lots that could be used for motor vehicle sales. Councilmember Peterson pointed out the proposed amendments would require the businesses to be located on lots of not less than one acre. She asked if there was a different size preferred. Councilmember Thompson stated he was comfortable with a one acre limit but wondered if it might even be too small. Mayor Shepherd cautioned that requiring a larger lot than one acre really started to impact affordability and business viability.

Councilmember Thompson reiterated his concern that the proposed regulations were a significant negative impact to the consumer. Mayor Shepherd expressed his opinion that the proposed regulations were also a measure for the business owner to evaluate whether the business opportunity was viable.

Mr. Brimley reminded the Council that the proposed regulations only applied to areas of the City zoned for C-2 (Commercial) use. He stated that more or less limited their use to Antelope Drive or the southern areas of the City. He continued the main corridor of the City was governed by the Form Based Code. He added existing businesses would remain as legal non-conforming. The proposed regulation would govern new business. He believed a one acre minimum was appropriate for the City.

Councilmember Thompson asked if there would be a potential phase out of motor vehicle sales along the corridor in the future. Councilmember Peterson referred to the staff report and how it highlighted the possible effects of a phase out on future sales tax revenue. She suggested the proposed regulations had the potential to generate additional sales tax revenue if done properly. There was a discussion about sales tax revenue, the market, and how it was generated by different businesses and the City's efforts to encourage businesses to reinvest in the success of the community.

JJ Allen, City Manager, wanted to clarify what the Council's desire was for the minimum lot size for motor vehicle sales establishments. The Council agreed that the proposed regulation of a lot size not less than one acre for new motor vehicle sales establishments was sufficient.

QUARTERLY COMMUNICATIONS UPDATE

Trevor Cahoon, Communications Manager; Jen Wiggins, Digital Media Specialist; Kelli Bybee, Communications Assistant; and Johnny Vuong, Web Development Intern, highlighted communication items including the recent resident satisfaction surveys; upcoming events such as Celebrate Clearfield Week, adding a teen egg hunt on April 10, 2020, Arbor Day, Everyone Matters Day, the Fourth of July celebration, and the web development progress.

Mr. Cahoon highlighted the results from the resident satisfaction survey. Mayor Shepherd commented the survey appeared to recognize the City's outreach efforts. The results indicated a

majority of residents felt like Clearfield was a great place to live and felt included. Councilmember Roper commented it looked like the City was making progress in communicating with its residents.

Mr. Cahoon explained net promoter scores and how they worked. Net promoter scores had three categories: detractors, passives, and promoters. To arrive at a net promoter score one would subtract the detractors from the promoters to understand the results. Mr. Cahoon reviewed the net promoter scores identified in the survey with the Council and commented the way to improve a net promoter score was to focus on the passives. He reviewed some critical data from the feedback of the passives:

Positives

- Parks
- Local library
- Locally owned businesses

Negatives

- Not walkable
- Too few entertainment options
- Limited types of businesses
- Lacked identity

There was also a discussion on the monthly soirees, open houses, and pop-up parties and what direction the Council would like to see that type of communication happen. It was decided to hold that type of activity three to four times per year and possibly on Monday nights.

Councilmember Peterson moved to adjourn at 8:26 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
March 3, 2020

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
	Adam Favero	Public Works Director
	Braden Felix	City Engineer / Deputy PW Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Tyler Seaman	Building Official
	Shane Crowton	Code Officer
	Juan Salazar	Code Officer
	Trevor Cahoon	Communications Coordinator
	Rich Knapp	Finance Manager
	Nancy Dean	City Recorder

VISITORS: Kevin Ireland – The Utah Air Show Foundation, Ruth Jones, Kristi Bush, Roger Timmerman – Utah Infrastructure Agency, Josh Chandler – Utah Infrastructure Agency, Laura Harvey – Utah Infrastructure Agency

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

DISCUSSION ON SPONSORSHIP REQUEST FOR WARRIORS OVER THE WASATCH AIR AND SPACE SHOW

Kevin Ireland, Utah Air Show Foundation, remarked every even year the State hosted the Warriors Over the Wasatch Air and Space Show at Hill Air Force Base. He added it was the largest event in the State of Utah with a fifty million dollar economic impact. He reviewed the program and what spectator's should look forward to experiencing as part of the show. He explained that the Utah Air Show Foundation raised seventy-five percent of the funds needed to

make the show a success. He indicated all of the funding for the event came from the northern part of the Wasatch Front and asked the City to assist in supporting the event.

JJ Allen, City Manager, informed the Council that a sponsorship for the Utah Air Show was currently not in the budget. He added if the Council wanted to authorize a donation there would need to be a budget amendment. Councilmember Peterson asked what funding sources were available. Mr. Allen commented he had reviewed the budget and identified funds in the CED Administration division that could be used by forgoing a budgeted conference and other items. He indicated there was no plan to attend the conference this year so there would be no impact to divert the funding to the Air Show. Mayor Shepherd suggested a \$10,000 sponsorship and indicated a desire to see the Air Show sponsorship become a regular budget item in the future.

Councilmember Peterson asked how parking would be managed. Mr. Ireland indicated the plan was to push people to ride the train and then shuttle them to the show on buses. He added it would be the same plan as the last show, which proved to be successful.

Mr. Allen asked the Council if it was comfortable with a \$10,000 sponsorship. There was consensus from the Council on providing a \$10,000 sponsorship. Councilmember Peterson asked that the City address how to harness its exposure from the Air Shows soon.

QUARTERLY CODE ENFORCEMENT UPDATE

Tyler Seaman, Building Official; Juan Salazar, Code Officer; and Shane Crowton, Code Officer, reviewed the 2019 year-end statistics for code enforcement in the City. Mr. Crowton reported from January 1, 2019 to December 31, 2019 there had been a total of 1,282 cases. He reviewed the different cases by type and location with the Council. He highlighted the cases by status for open, default, and compliance.

Mr. Crowton shared before and after results of several properties in the City. He described efforts of the staff to raise the bar on code compliance messaging and improved resident awareness. He indicated staff was working to eliminate discrepancies and make improvements to City Code for any regulations or graphics which might be outdated or need clarification.

Councilmember Bush asked what type of cases were being found at the Freeport Center. Mr. Crowton indicated the cases were mainly on undeveloped property with weeds on the outside boundaries, some parking issues, and doing business where it shouldn't be done.

Mr. Crowton stated he last reported only 63 percent of cases were resulting in compliance but the City was now seeing 92 percent of the cases resolved and in compliance. Councilmember Bush asked how default cases were processed. Mr. Crowton explained if a case went into default a tax lien was placed on the property. He indicated tax liens would also be used to recover the costs of abatement.

The Council commended the efforts from code enforcement staff.

DISCUSSION ON AMENDMENTS TO TITLE 11, CHAPTER 11D, SECTION 11F
RELATED TO EXTERIOR BUILDING STANDARDS AND ENACTING
MANUFACTURING AND INDUSTRIAL DEVELOPMENT STANDARDS TO TITLE 11,
CHAPTER 18 IN THE CITY'S CODE

Brad McIlrath, Senior Planner, indicated as part of the development and design of the proposed Lifetime Products distribution building the project architect had requested changes to the City's standards that would create separate industrial site and building standards. He stated the City Code current design standards were geared more toward commercial site and building standards and were proposed to remain in the City Code for commercial development. He added the project architect was proposing the same standards that Syracuse City had adopted for its industrial areas but Clearfield staff believed those standards to be overly broad so adjustments were made, which would be presented to the Planning Commission on March 4, 2020. He mentioned most modern distribution warehouses and industrial developments utilized tilt-up concrete designs and the variety of building materials required in the M-1 Zone created an inconsistent design that was not seen elsewhere along the Wasatch Front. He reviewed examples of industrial building design in some of the surrounding communities. He mentioned that the R-2 and R-3 (multi-family residential) zones referred to the Design Standards chapter in Title 11 and were currently held to the standards of commercial sites. He commented it might be necessary to create separate design standards for that type of use in the future.

Councilmember Peterson asked how many potential areas outside of the Form Based Code area would fall under the Design Standards chapter in Title 11. Mr. McIlrath responded vacant properties zoned for multi-family residential outside of the Form Based Code were limited.

Mr. McIlrath indicated the current M-1 Zone building standards, applicant proposed standards, and planning staff proposed standards had all been provided with the Planning Commission staff report. He presented the differences being proposed by staff as opposed to what was being proposed by the applicant:

- Differentiation between required standards and guidelines
- Parking Requirements
- Landscaping
- Outdoor amenities
- Screening of Outdoor Refuse and Garbage Collection Containers – this requirement was standard throughout City Code and needed to be kept consistent.
- Architectural Form and Detail – material emphasis on the corners
- Color and Materials

Mr. McIlrath discussed the specifics of screening outdoor refuse and garbage collection containers. He stated Lifetime wanted to be able to continue dumpster use as it currently operated inside Freeport Center, which was with no enclosure. Mr. McIlrath explained that Lifetime had designed bays along the north and south side of the buildings and suggested that the dumpsters might only be used on the south side. He stated there was no way to prohibit that except by ordinance. Councilmember Bush asked if Lifetime wanted to have dumpsters at bays all the time or just bringing them to the bays periodically to dispose of trash. Mr. McIlrath responded Lifetime would like to use both methods. He commented it was important to keep the

same look throughout the City especially along SR 193. Councilmembers Roper and Peterson agreed that there was a desire to have the entire City look nice especially along SR 193.

JJ Allen, City Manager, asked Mr. McIlrath to explain the reason why staff brought the discussion to the Council prior to the Planning Commission's review. Mr. McIlrath stated the Planning Commission would be reviewing the proposed zoning text amendments and holding a public hearing on March 4, 2020. He indicated the City Council would hold its public hearing on the proposed amendments to Title 11, Chapter 11D, Section 11F next week on March 10, 2020 because the policy session scheduled for March 24, 2020 was cancelled because of the caucus meetings. He commented the current discussion was intended to be informational only; however, it would be discussed in greater detail during the work session on March 10, 2020 when the Planning Commission's recommendation was available for review.

Councilmember Phipps asked if the proposed amendments were a result of Lifetime not liking what was currently in City Code. Mr. McIlrath responded that was correct. Councilmember Phipps asked if the version prepared by staff addressed the needs of Lifetime. Mr. McIlrath explained staff reviewed the proposal submitted by Lifetime and worked to find common ground that both parties could agree upon. Mayor Shepherd expressed his concern with the proposed amendments only addressing the needs of one property owner, the property's frontage was adjacent to SR 193, and the building was proposed to be the length of one-quarter mile with little more than paint for variation along the frontage. He expressed understanding for the need to control the costs associated with constructing the facility but the building was located on a major thoroughfare through the City. Mr. McIlrath explained the proposed standards would require differentiation on corners and at entrances. Mayor Shepherd was hesitant to allow too many changes to the current ordinance without articulating the aesthetics of the buildings impact to the corridor. Mr. McIlrath explained there would be a retaining wall along the northeast corner of the site as well as landscaping requirements along the frontage that Lifetime would need to meet. He described the landscape design for the site.

Councilmember Peterson acknowledge she liked having separate industrial standards. She referred to the section on primary materials. She expressed concern with capping the use of the second primary material at fifteen percent. Mr. McIlrath added the fifteen percent cap was for the front of each exterior wall while street facing exterior walls only required ten percent. Mayor Shepherd expressed concern that the windows on the building could be used as the second material capped at either ten or fifteen percent depending on their location.

Councilmember Peterson asked how many feet before the façade would need to be broken up by another material. Mr. McIlrath responded one hundred feet (100'). He stated the City's current standards required additional variations to façades.

Mayor Shepherd expressed concern that the front of the building was on the south side, as well as most of the design and variation so they were not easily seen. Mr. McIlrath explained the front would be on the south because that was how it would be accessed. Summer Palmer, Assistant City Manager, asked how the berm would affect the view of the building. Mr. McIlrath explained there was no berm, but rather a retaining wall that would mask half of the building. He added

there would be a significant amount of landscaping to meet Code so the bays might be less viewable over time.

Councilmember Roper commented it appeared to be a lot of changes that would apply to only one business. Mayor Shepherd stated the proposed ordinance would apply along 1000 West, the corner west of the Lifetime location, and a small area along Antelope Drive. He suggested that sites with street frontage needed to look good as well.

Mr. McIlrath explained the Planning Commission approved the site plan in February with the condition that the building had to comply with the existing standards at the time, or the new standards, if adopted by the Council. Councilmember Bush expressed concern for some of the ambiguity of the proposed ordinance. He commented he didn't have a problem with separate standards for commercial and industrial buildings but wanted to see most of the commercial standards in the industrial regulations.

DISCUSSION ON THE PROPOSAL AWARD OF THE PARTNERSHIP FOR DEPLOYMENT OF CITYWIDE FIBER TO THE PREMISES (FTTP) PROJECT

Summer Palmer, Assistant City Manager, stated the Council directed staff during the January 28, 2020 work session to move forward with contract negotiations with the highest scoring vendor, UIA (Utah Infrastructure Agency), to develop a fiber network in the City. She indicated the cost for completing the buildout of the fiber network in the City was estimated at \$12,719,900, which included design, engineering, construction, sales/marketing, and installation for 35 percent of the residential addresses in Clearfield. She pointed out that those costs would be funded through a bond and the City would be pledging its Energy Sales and Use Tax for payment of the bonds. She continued UIA would then independently finance any additional installations beyond the first 35 percent without a City backstop obligation.

Councilmember Bush asked how many residents responded to the survey on establishing a fiber network in the City. Ms. Palmer stated there were over 800 respondents to the survey. Councilmember Bush asked what population numbers would be used to determine how many service addresses were needed to address the City's backstop obligation. Roger Timmerman, UIA, explained the City's obligation was tied to a dollar amount so as the population contracting for network services increased the City's risk would reduce.

JJ Allen, City Manager, explained the City knew there was a financial backstop as it explored the possibility of establishing a fiber network. He stated there had not previously been a discussion that the financial backstop would be secured through a bond wherein the City pledged its Energy Use and Sales Tax further reducing its future bonding capacity for the duration of the bonds. Councilmember Peterson expressed her discomfort with pledging the City's future bonding capacity to secure the fiber network. Mr. Allen agreed that needed to be weighed against how much value there was to provide a fiber network for the community. He explained the City had additional revenue sources that could be used to secure bonding for other needs. Rich Knapp, Finance Manager, reported the City still had a capacity for bonding using other sources of revenue as the pledge but he suggested being cautious with maxing out its debt capacity as a whole. Mr. Allen explained over time the impact would be less because of the growth in the

City's revenue stream. Councilmember Peterson asked if the City's bond rating would be affected by the transaction. Mr. Knapp responded the bond rating would not be affected. Councilmember Peterson asked if there was a reduction in the pledged source as the principal of the bond reduced. Ms. Palmer stated the advantage to the arrangement was the City was not paying for the growth in the system over the 35 percent not any buildout or additions to the network.

Mayor Shepherd asked about the viability of the network as technology expanded over the life of the bonds. Mr. Timmerman explained there was significant historical data that supported increased demand over time. He anticipated that trend to continue because consumer habits supported the future of the technology. Mayor Shepherd acknowledged the potential for growth over time.

Councilmember Thompson commented he didn't see as much of a risk to the City because new development was demanding the technology and infrastructure. Councilmember Roper agreed and said the economic development needs of the City necessitated moving forward with building the network. Councilmember Phipps commented there were two risk categories: financial and technology. He commented fiber allowed information to travel at the speed of light and the things that constrained it were the software and hardware, which would only improve over time. He added the financial risk was not long term. Mr. Allen added the financial risk was only an issue if the City planned to tap the Energy Sales and Use Tax for something else and right now there did not appear to be anything that would require that, but that pledge would exist until the bonds were paid.

Mr. Allen asked about the timeline for starting the project. Mr. Timmerman explained the detail, design, and engineering work would start immediately then construction would begin four to five months out and be completed in approximately eighteen months.

The Council took a break at 7:55 p.m.

The meeting resumed at 8:05 p.m.

DISCUSSION ON AN INDUCEMENT RESOLUTION EXPRESSING INTENT TO ISSUE
PRIVATE ACTIVITY BONDS TO LOTUS MARQ LLC FOR ITS DEVELOPMENT
PROJECT LOCATED AT APPROXIMATELY 442 SOUTH STATE STREET

Summer Palmer, Assistant City Manager, stated the developers of the Lotus project requested the City partner with them to issue \$35,000,000 worth of Private Activity Bonds (PAB) to reimburse certain qualified expenditures incurred by the developer with respect to acquisition and construction of the project. She explained that Clearfield was not the only entity that could assist with the issuance of bonds. She continued the City was not pledging any revenue source for the bonds and the debt service was the responsibility of the developers. She informed the Council that the PABs were issued for the benefit of private entities on a tax-exempt basis. She noted the owner or buyer of the tax-exempt bond did not pay federal income tax on the interest received on such bonds; consequently, tax-exempt bonds bore lower interest rates than bank loans or taxable

bonds. She reviewed the following benefits for the developer if the City was willing to issue PAB:

- Lower interest rates than conventional loans of comparable maturity. Higher loan amounts (greater leverage) due to lower interest rates.
- Access to greater variety of financing tools.
- Access to equity from four percent Low-Income Housing Tax Credits (“LIHTCs”).
- Easier and quicker path to obtain necessary authorization to proceed.

Ms. Palmer reported there would not be any financial impact associated with taking the action nor would the City’s bonding capacity be impacted. Rich Knapp, Finance Manager informed the Council that it was necessary to acknowledge the bonds in the City’s Comprehensive Annual Financial Report (CAFR) but the note would say the bonds were not a liability on the City. Ms. Palmer added one of the benefits to the developer was a lower interest rate, which gave more buying power with every dollar. She added that became a benefit to the City as well.

Councilmember Thompson asked how the PABs helped Lotus access equity from LIHTC credits. Ms. Palmer explained Lotus already received LIHTC credits and wouldn’t need that benefit from the bonds. Councilmember Thompson asked if the LIHTC determination was at the City Area Median Income (AMI) or the County AMI. Mayor Shepherd responded the County AMI was used.

Mr. Allen stated staff was approached by Lotus with the idea of using PABs for the project in November 2019, following which an email was sent to the Council explaining the bonds. No negative feedback was received from the Council so staff felt it was okay to support Lotus in the endeavor.

Councilmember Peterson referred to the resolution’s broad language about low income housing. She stated the Council had a lot of discussion with Lotus about the project not being low income housing but rather workforce housing. She asked if there were anything in the language that opened the door to low income housing. Ms. Palmer explained the language was specific to State Code but Lotus had already qualified for the bonds based on their plans. She added the bond funding created a better chance for the City to get the better project.

DISCUSSION ON AMENDMENT NO. 4 TO THE INTERLOCAL AGREEMENT WITH DAVIS COUNTY FOR ANIMAL SERVICES

Kelly Bennett, Police Chief, explained the City entered into an Interlocal Agreement with Davis County for Animal Control Services and amendment number four would update the rates for the upcoming year. He indicated the service contract would be complete at the end of 2020. He stated the County was working with cities to address the future of animal control services and how they would be administered in the future.

Chief Bennett reviewed the 2019 County wide statistics for animal care and control services. He highlighted some of the County's goals for 2020 and justifications for increased costs which included:

- Continued improvements in efficiencies with a focus on length of stay.
- Increasing the general health of the animal population.
- Continue increasing the participation of the community by expanding volunteer and foster programs.
- Hold a Davis County specific adoption event.
- Continue collaboration and planning efforts with the shelter stakeholders and cities to build the shelters awareness and role in the community.

Chief Bennett stated the City had 1,175 calls for service in 2019 and there were 14 citations issued. He explained the animal control officers were mainly working with residents to bring them into compliance with Code, rather than issuing citations. He mentioned the City's 2020 obligation to the County would be \$137,695.51 for service calls, \$2,472 for wild animal pick up, and \$6,802.03 for capital projects so the total increase for the year would be \$24,879.82.

Chief Bennett pointed out the Interlocal Agreement was based on the 2020 calendar year so there would likely need to be a budget amendment for fiscal year 2020 (FY20) because the increased rates had not been available during the City's budgeting process.

DISCUSSION ON THE INTERLOCAL AGREEMENT WITH SYRACUSE CITY FOR COST-SHARING OF A ROAD CONSTRUCTION PROJECT LOCATED ON 1000 WEST BETWEEN ANTELOPE DRIVE AND STATE ROAD 193

Braden Felix, City Engineer/Deputy Public Works Director, stated the road of 1000 West was shared between Syracuse City and Clearfield City in various locations. He explained the road was in need of many improvements including road resurfacing, smoother transitions across the railroad tracks, new curb and gutter, new ADA-compliant pedestrian ramps on sidewalks, and a new asphalt surface treatment. He pointed out Syracuse City had agreed to do the design through their own resources and asked that the City participate in paying for the construction of the improvements within its boundaries.

Mr. Felix mentioned both cities had determined to work together on the project with Syracuse as the lead agency to pay the contractor and Clearfield would reimburse Syracuse for the agreed upon amount after the completion of work. He reported the project was anticipated to begin in March of 2020 and continue until completed by late summer of 2020. He continued the current plan was to do work during the nights to reduce traffic impact. Mr. Felix added the City had budgeted \$375,000 for its portion of the project in Fiscal Year 2020.

He mentioned Syracuse City solicited bids which were opened earlier in the day so as soon as the results were available staff would share that data with the Council. He asked if there were any questions about the cost-sharing agreement. Mr. Felix stated the Cost Sharing Agreement was planned for consideration on March 10, 2020 and Syracuse City would also be considering it that night.

Councilmember Bush asked if the project would include any waterlines. Adam Favero, Public Works Director, explained Syracuse would be connecting to the City's existing sixteen inch (16") waterline on Antelope that would connect to their new water tank site in the Freeport Center. He added that Syracuse would be upgrading sewer lines as well. Mayor Shepherd asked that this item be added to the work session agenda on March 10, 2020 to review the final numbers.

DISCUSSION ON THE BID AWARD FOR THE TOWERS AT LEGEND HILLS CULINARY WATER AND STORM WATER PIPING PROJECT

Adam Favero, Public Works Director, stated the City solicited bids for the Towers at Legend Hills Culinary Water and Storm Water Piping Project. He indicated the approximate location of the project would be 1850 East 1400 South. He reviewed the scope of work which included upgrades to the City's culinary water system as well as adding storm drain lines to the City's storm drain system for current and future growth.

Mr. Favero indicated the project was not scheduled to start until a future date in the Water Capital Facilities Plan, but due to the new development taking place in the Legend Hills area, the project became a priority. He pointed out the project would be done in two phases. He reported Phase A would be upgrading the current sixteen inch (16") culinary waterline in the area to an eighteen inch (18") main line and installing a new eighteen inch (18") storm drain line. He added Phase B would be the installation of the remaining new storm drain infrastructure and staff had been working with Bravada 193 to establish what would be needed. He mentioned Phase B details would be presented to the City Council at a later date.

Mr. Favero indicated the lowest responsible bidder was Great Basin Development from Mantua for a bid amount of \$428,129. He stated staff was recommending contingency and engineering costs of \$86,625.80 for a total project price of \$514,754.80. He explained there were enough funds budgeted in the water and storm enterprise funds; however, there were limited contingency and engineering funds available in the water fund so there was the possibility the project might come in over budget.

Councilmember Peterson asked if the City had previously worked with the contractor. Mr. Favero stated the City had not worked with the contractor before but the references were checked and it appeared to be a reputable company.

DISCUSSION ON REZONING PROPERTIES IDENTIFIED IN THE CITY'S FORM BASED CODE LOCATED IN THE VICINITY OF THE CORRIDOR OF STATE ROUTE 126 (STATE AND MAIN STREET) FROM 800 NORTH TO 1000 SOUTH AND IN THE VICINITY OF THE CORRIDOR OF STATE ROUTE 193 (700 SOUTH) FROM 1000 EAST TO THE RAIL CORRIDOR.

Brad McIlrath, Senior Planner, explained on February 11, 2020 the City Council approved amendments to the Form Based Code. He reported the zoning map for the Form Based Code was included with the amendments adopted, so in order to align the zoning districts, rezones were being considered for a specific set of properties. He mentioned the implementation of the zones

came as a result of a recommendation from the Downtown Clearfield Small Area Plan adopted by the Clearfield City Council in March of 2017, as well as part of the amendments to the Form Based Code. Mr. McIlrath explained the proposed changes were consistent with the City's General Plan.

Mr. McIlrath explained there were a few property owners that attended the Planning Commission meeting on February 19, 2020 and asked for changes to the proposed zoning amendments:

- 869 East 700 South – Staff proposal was to change the zoning to Gateway Corridor Commerce (CC), but the property owner wanted to keep it Town Mixed Commerce (TC) or change it to Town Neighborhood Residential (TR) to allow for residential development.
- 270 East 200 South – Staff proposal was to change it to Town Neighborhood Residential (TR), but the property owner mentioned it had been a commercial use for many years so she proposed rezoning it to Urban Core Commerce (UC) to have the use and zoning match.
- 671 East 700 South – Staff proposal was to change the zoning to Town Neighborhood Residential (TR), but the property owner wanted to keep it Town Mixed Commerce (TC).

Mr. McIlrath reported the Planning Commission reviewed the rezone request and public comment and forwarded a recommendation of approval for the proposed Zoning Map amendments with the following changes:

- The property located at 210 East 200 South was to be included in the UC (Urban Core Commerce) zone instead of the TR (Town Neighborhood Residential) zone; and
- The properties located from 800 East to 657 East on 700 South were to be included in the CC (Gateway Corridor Commerce) zone instead of the TR (Town Neighborhood Residential) zone.

Mr. McIlrath stated staff had since identified the following alternatives to the recommendation from staff and the Planning Commission:

- Properties between 800 East and 709 East on 700 South could remain in the TR (Town Neighborhood Residential) zone and the properties addressed as 657, 672, and 699 East on 700 South would be included in the TC (Town Neighborhood Commerce) zone.
- Properties between 800 East and 709 East on 700 South could be included in the CC (Gateway Corridor Commerce) zone instead of the TR (Town Neighborhood Residential) zone as 657, 672, and 699 East on 700 South would be included in the TC (Town Neighborhood Commerce) zone.

He explained staff's alternative would provide some residential possibilities along the north side of 700 South as recommended in the Downtown Clearfield Small Area Plan and the adopted Form Based Code. He indicated it would require the remaining properties to be developed commercially in the CC (Gateway Corridor Commerce) zone as proposed.

Mr. McIlrath mentioned the rezones were scheduled for a public hearing on March 10, 2020 but if the Council needed more time for review or discussion it could table the public hearing and set a future date and time before taking action.

There was a discussion on the zones being proposed for various areas and the potential uses that would be allowed in each zone.

Councilmember Thompson mentioned that there were six cases against form based codes in multiple states that had been adjudicated. He expressed his concerns that the City's Form Based Code area was hampering fair housing because a majority of the City's minorities, as well as single mothers were already living throughout the FBC corridor according to census data. He explained minorities and single mothers were a protected class under the Fair Housing Act. He stated he would hate to have cases brought against the City's FBC because there was a disparate impact to those protected classes. He referred to the displacement of residents at the Clearfield Mobile Home Park who were 28 percent minority and displaced. He reviewed the three thresholds in the Fair Housing Act that needed to be met in relation to the Code. He suggested the case law should be studied and applied creating a need to amend certain aspects of the FBC to protect the City. He expressed concern that development in the corridor would be producing high level rents. He expressed a need to get the look and feel the City needed without having a level of strictness that was disparate and affecting a protected class. He expressed his opinion that currently the City was unprotected. He suggested a pause in the process to make sure the City was complying with federal law.

Mr. McIlrath explained there had recently been changes to State Law that mandated cities encourage development along transportation corridors, not limit the types of housing allowed, and not regulate the type of housing for developers. Councilmember Thompson expressed his concern with the City having established a list of acceptable building standards and whether those standards could be seen as restrictive. Mr. McIlrath explained the Constitution allowed local municipalities to impose and enact standards for health, safety, and the general welfare of the community. He indicated those types of decisions had been challenged and the right for communities to make those determinations was upheld by the United States Supreme Court. He explained the City had conducted a market study prior to developing the FBC and identified particular housing opportunities that were not previously available. He stated the City's intent with the FBC was to create opportunities where people could live within close proximity of transportation opportunities, as well as shopping. He explained there needed to be more housing provided to bring the prices down because the demand was greater than the market supply. Councilmember Thompson suggested the challenge was the City was controlling the market because of the aesthetic standards being imposed that were inflating the market. He expressed his opinion that Senate Bill 34 was not necessarily speaking to affordability or inclusion. He expressed his concern with creating a segregated effect and suggested the acquisition of the Clearfield Mobile Home Park was the beginning of the displacement of individuals as development began to occur with new aesthetic standards. He stated his intent was to protect the City.

JJ Allen, City Manager, commented he appreciated the perspective. He reminded the Council that it had already adopted the FBC and zoning was now inconsistent with the set standard. He suggested moving forward with making the zoning consistent with the adopted FBC then study the issue to determine if additional amendments were needed.

Mayor Shepherd commented any further amendments would be specific to the Code itself not zoning. Councilmember Peterson expressed concern that the discussion was beyond the scope of the agenda. She reiterated that FBC had been passed by the Council and was the code of the City.

She had no concerns with discussing additional amendments to the code in the future. Councilmember Thompson commented the upzoning was the last piece of the puzzle and it was important not to finalize those aspects until the disparate impact had been studied. He stated he always questioned the aspects of zoning because the City was affecting people's lives. He suggested zoning was an administrative act. Spencer Brimley, Community Development Director, stated zoning had always been controlled by the legislative body. There was a discussion on land use and the process to create and amend zones and standards associated with those zones, all of which were determined by the legislative body. The legislative body made those determinations following an opportunity for the public to provide input.

Councilmember Peterson expressed her opinion that the FBC process had not been discriminatory but rather inclusive. She stated FBC was more about what the building looked like than what was inside. She suggested the intent was to create a welcoming place. She added that FBC was less regulatory for businesses and welcoming to an urban environment. Councilmember Thompson commented it didn't feel inclusive when a person was priced out of the market. Mayor Shepherd expressed his opinion that the City did not control the market. Councilmember Thompson countered that aesthetic standards controlled the pricing, which controlled the market. Mayor Shepherd disagreed. He reiterated the market controlled the rents.

Councilmember Shepherd responded to earlier comments about the displacement of individuals at the Clearfield Mobile Home Park. He stated only about 50 of the homes in the park were habitable. He commented he met individually with each resident about the process and the City assisted each one find a better situation.

Mr. Allen explained the City had recently amended its FBC, which included slight variations to the names of the zoning districts. The intent of the rezone request was to address the discrepancies in the zoning from the previously adopted version of the FBC. He stated a public hearing was scheduled before the City Council regarding the request on March 10, 2020. He continued the only question to be addressed during that hearing was whether the zoning should be changed. He explained any discussions on the standards of the FBC would need to be addressed separately.

Councilmember Peterson moved to adjourn at 9:41 p.m., seconded by Councilmember Roper. All voting AYE.

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
March 10, 2020

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Vern Phipps	Mayor Pro Tem
EXCUSED:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
EXCUSED:	Nike Peterson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Braden Felix	City Engineer / PW Deputy Director
	Spencer Brimley	Community Development Director
	Nancy Dean	City Recorder

VISITORS: Shirley Cooper-Aguilar, Eugene Aguilar, Denise Sly, Mary Velasquez, Jesse Aranda, Don Beatty, Kayden Rawson, Gabriel Loveless, Jarmyne Olson, Colton Reynolds, Ashlyn Saunders, Fred Blorre, Haley Schaeffer, Shane Sanders, Brett Stephens, Richard Hendrickson – Lifetime Products, Scott Dixon, Mary Neisen-Wiser, Hanna Neisen, Drake Carrion, Zach Carrion, Ashton O'brien, Bob Bercher, Kathy Bjarnason, Leon Bjarnason, Annie Speth, Emma Stubbs, BJ Haacke, RyLeigh Bybee, Jennifer Bybee, Nate Rorertsim / Lyns, Paige Monson, Ruth Jones, Roger Timmerman – Utah Infrastructure Agency, Josh Chandler – Utah Infrastructure Agency

Mayor Pro Tem Phipps called the meeting to order at 7:04 p.m.

Mayor Pro Tem Phipps 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 Thompson invited Don Beatty to participate in the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE FEBRUARY 11, 2020 WORK SESSION;
FEBRUARY 11, 2020 POLICY SESSION; FEBRUARY 25, 2020 WORK SESSION; AND
THE FEBRUARY 25, 2020 POLICY SESSION;

Councilmember Thompson moved to approve the minutes from the February 11, 2020 work session; February 11, 2020 policy session; February 25, 2020 work session; and the February 25, 2020 policy session; as written, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON REZONING A SPECIFIC SET
OF PROPERTIES IDENTIFIED IN THE CITY'S FORM BASED CODE LOCATED IN THE
VICINITY OF THE CORRIDOR OF STATE ROUTE 126 (STATE AND MAIN STREET)
FROM 800 NORTH TO 1000 SOUTH AND IN THE VICINITY OF THE CORRIDOR OF
STATE ROUTE 193 (700 SOUTH) FROM 1000 EAST TO THE RAIL CORRIDOR –
TABLED

Spencer Brimley, Community Development Director, explained on February 11, 2020 the City Council approved amendments to the Form Based Code. He reported the zoning map of the Form Based Code was included with the amendments adopted, so in order to align the zoning districts, rezones were being considered for a specific set of properties. He mentioned the implementation of the zones came as a result of a recommendation from the Downtown Clearfield Small Area Plan adopted by the Clearfield City Council in March of 2017, as well as part of the amendments to the Form Based Code.

He reviewed the area maps and highlighted the proposed properties for rezone located along the corridor of State Route 126 (State and Main Street) from 800 North to 1000 South and the corridor of State Route 193 (700 South) from 1000 East to the rail corridor.

Mr. Brimley explained there were a few property owners that attended the Planning Commission meeting and asked for changes to the proposed zoning amendments:

- 869 East 700 South – Staff proposal was to change the zoning to Gateway Corridor Commerce (CC), but the property owner wanted to keep it Town Mixed Commerce (TC) or change it to Town Neighborhood Residential (TR) to allow for residential development.
- 270 East 200 South – Staff proposal was to change it to Town Neighborhood Residential (TR), but the property owner mentioned it had been a commercial use for many years so she proposed rezoning it to Urban Core Commerce (UC) to have the use and zoning match.
- 671 East 700 South – Staff proposal was to change the zoning to Town Neighborhood Residential (TR), but the property owner wanted to keep it Town Mixed Commerce (TC).

He reviewed the Planning Commission's recommended changes to the staff proposals:

- The property located at 270 East 200 South was recommended to be included in the UC (Urban Core Commerce) zone instead of the TR (Town Neighborhood Residential) zone; and,
- The properties located from 800 East to 657 East 700 South were recommended to be included in the CC (Gateway Corridor Commerce) zone instead of the TR (Town Neighborhood Residential) zone.

Mr. Brimley reported the City Council discussed the proposed rezones in work session on March 3, 2020 resulting in some proposed changes to the Planning Commission's recommendation:

- The properties located from 709 East 700 South to 800 East were to be included in the CC (Gateway Corridor Commerce) zone instead of the TR (Town Neighborhood Residential) zone; and
- The properties located from 657 East 700 South to 699 East 700 South were to be included in the TC (Town Mixed Commerce) zone instead of the TR (Town Neighborhood Residential) zone.

Mayor Pro Tem Phipps opened the public hearing at 7:19 p.m.

Mayor Pro Tem Phipps asked for public comments.

PUBLIC COMMENT

Shirley Cooper-Aguilar, resident and business owner, explained she was the property owner of 270 East 200 South. She requested the Urban Core Commerce (UC) zone for the property. She stated making the property into a residential use would be a major renovation to the building if the zone were approved as Town Neighborhood Residential (TR). She also believed the change to UC would not adversely affect Clearfield. She also commented that the business had no intention of leaving Clearfield any time soon.

Denise Sly, resident, mentioned the Form Based Code (FBC) indicated there would need to be an intersection at 450 South and 500 East. She asked why the street was necessary since one already existed. She also asked what the City planned to do with the road through Lakeside Square and her property located nearby. JJ Allen, City Manager, explained if the property were redeveloped in the future there might be a need to include a new street in the area as indicated in the FBC. Spencer Brimley, Community Development Director, further explained that in the FBC the Lakeside Square area was envisioned as a downtown area and if there were any redevelopment there might need to be a street added in that area. He indicated the street would be similar to a neighborhood street with less impact. Mr. Allen explained identifying the need for a street was similar to the transportation element in the City's General Plan that identified potential streets that might or might not be realized at some point in the future, contingent on development.

Mayor Pro Tem Phipps mentioned that Councilmember Peterson and Mayor Shepherd were out of town on City business. He commented the issue was important to them so he wondered if the public hearing could be tabled until they were able to attend. Mr. Allen added that if the Council chose to table the public hearing it would be important to identify the date when the issue would

be revisited for the benefit of the public. Councilmember Thompson asked if delaying the decision would adversely affect potential developments. Councilmember Roper suggested the discussion resume as soon as possible so that potential developments were not adversely affected. There was consensus from the Council for a special session on Tuesday, March 17, 2020 to continue the discussion.

Councilmember Bush moved to table the public hearing at 7:32 p.m. and continue the discussion in special session on Tuesday, March 17, 2020 at 6:00 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO TITLE 11, CHAPTER 11D, SECTION 11F RELATED TO EXTERIOR BUILDING STANDARDS AND ENACTING MANUFACTURING AND INDUSTRIAL DEVELOPMENT STANDARDS TO TITLE 11, CHAPTER 18 IN THE CITY’S CODE

Spencer Brimley, Community Development Director, indicated as part of the development and design of the proposed Lifetime Products distribution building, the project architect had requested changes to the City’s standards that would create separate industrial site and building standards. He stated the City Code current design standards were geared more toward commercial site and building standards. He added the project architect was proposing the same standards that Syracuse City had adopted for its industrial areas and staff had made adjustments to those proposed standards before presenting them to the Planning Commission. He noted the Planning Commission reviewed the staff proposal at its meeting on March 4, 2020, and recommended approval with some additional adjustments to building placement, parking, colors and materials, and dumpster screening. The Planning Commission also had a desire to require additional articulation on the corners of the building to enhance its presence.

Mr. Brimley stated the City Council reviewed the project architect’s proposed amendments in work session on March 3, 2020, and the Planning Commission’s recommendations in work session on March 10, 2020. He noted the Council’s main discussion was regarding the Architectural Form and Detail section. He presented the Council’s suggested changes:

- Facades of large buildings visible from a street shall include:
 - Architectural features such as reveals;
 - Windows and openings; and
 - Changes in color and either, texture, or material to add interest to the building elevation and reduce its visual mass.
- Materials that contribute to the aesthetics of the community over the long term shall be required for all buildings.
- Expanses of primary materials, or other uniform material shall be broken up with pop outs, recesses, awnings, staggered facades, metal structures, change in material or texture, or the addition of other designed three dimensional architectural features, every 100 feet.

- The ends or corners of buildings shall be articulated with a prominent architectural feature such as a change in primary material (i.e. change from tilt-up concrete panel to brick), increased roof projection of parapet, or increased transparency.
- Primary Materials. Each exterior wall façade shall include two of the following primary materials: brick, tilt-up concrete, architectural block, stone, or glass. Unfinished gray concrete block is not permitted. The use of non-insulated metal siding exclusively on any wall is prohibited. All finish material shall be durable to the effects of weather and soiling.

Mayor Pro Tem Phipps opened the public hearing at 7:43 p.m.

Mayor Pro Tem Phipps asked for public comments.

PUBLIC COMMENT

Ruth Jones, resident, referred to the proposed ordinance Section 11-18-7(C)(8) addressing colors and materials. She understood it was important for the City to make changes to the ordinance that would encourage development to make it cost effective for businesses to locate in the City. She wanted to set the standards high enough that Clearfield felt more like home rather than an industrial community. She agreed there needed to be a cohesiveness between residential, commercial, and industrial. She expressed her desire to have the ordinance specifically address the corners of the buildings by including at least two prominent architectural features. She expressed her opinion that type of treatment would provide a better visual aesthetic.

Councilmember Roper moved to close the public hearing at 7:49 p.m. seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

OPEN COMMENT PERIOD

There were no public comments during the original time allotted for open comment period. A resident came later in the meeting; therefore, **Councilmember Thompson moved to suspend the rules and allow Mary Velasquez the opportunity to address the Council; seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper and Thompson. Voting NO – None.** Councilmember Peterson was not present for the vote.

Mary Velasquez, resident, expressed concern regarding possible illegal activities taking place at 878 East 450 South. She expressed concern for the safety of her neighborhood. She also noted the property was unkempt. She asked the City to put some pressure on the landlord and improve the safety for the benefit of other properties in the area.

Jesse Aranda, resident, referenced the same property as Ms. Velasquez. He expressed his concern for the safety of his neighborhood and asked the City to help protect residents and resolve the issues.

CONSIDERATION OF ORDINANCE 2020-08 REZONING A SPECIFIC SET OF PROPERTIES IDENTIFIED IN THE CITY'S FORM BASED CODE LOCATED IN THE VICINITY OF THE CORRIDOR OF STATE ROUTE 126 (STATE AND MAIN STREET) FROM 800 NORTH TO 1000 SOUTH AND IN THE VICINITY OF THE CORRIDOR OF STATE ROUTE 193 (700 SOUTH) FROM 1000 EAST TO THE RAIL CORRIDOR –
TABLED

Councilmember Bush moved to table consideration of Ordinance 2020-08 until after the public hearing scheduled for special session on March 17, 2020 at 6:00 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF ORDINANCE 2020-09 AMENDING TITLE 11, CHAPTER 11, ARTICLE D, SECTION 11 – MANUFACTURING ZONE, OTHER REQUIREMENTS; AND CHAPTER 18 – DESIGN STANDARDS, BY AMENDING DESIGN STANDARDS FOR THE M-1 (MANUFACTURING) ZONE

Councilmember Bush commented it was important to remember that changes to an ordinance needed to be considered for the City as a whole and not just one particular property. He emphasized the Council needed to assess the impact the ordinance would have on any property that was currently zoned M-1 (Manufacturing). He expressed his support for the recommendation from Ruth Jones, resident, requiring two prominent architectural features on the corners of buildings. He also liked the idea of creating separate standards for industrial properties.

JJ Allen, City Manager, conveyed some comments from Councilmember Peterson, who was not able to attend the meeting because she was out of town on City business. He noted many of the concerns were discussed in work session earlier. She asked for additional language to address the following:

- Requiring two colors and two textures on tilt-up concrete usage.
- Including additional language when buildings didn't front the main right-of-way.
- Full screening on dumpster enclosures rather than partial screening.

Spencer Brimley, Community Development Director, explained staff had prepared a plan that provided language regarding the screening of dumpsters. He noted the dumpsters would be on the east end of the building and would be properly screened on the north and east sides while allowing Lifetime to access the dumpsters as needed. He added the dumpster enclosures were currently not proposed to be four-sided enclosures. He also explained there would be landscaping required along the perimeter of the property that would assist in screening those areas.

Councilmember Bush commented the only way to fully screen the dumpster enclosures would be to use gates, which would need to be left open for access. He expressed his opinion that screening on three sides was adequate. Mr. Brimley explained the proposal was for screening on two sides. Councilmember Bush was comfortable with that proposal. He commented that Councilmember Peterson's other concerns were addressed during the work session.

Shane Sanders, architect, provided the background on Lifetime's proposed text amendments. He stated the size of the building required a review of the economy of scale and building systems and their affordability to keep the project viable. He stated that similar facilities used tilt-up concrete for their primary building material because other materials became a larger cost to the owner and a maintenance issue. He noted the footprint of the facility would cover the equivalent square footage of thirteen (13) acres. He asked the Council to consider adding windows as an option that could be used as one of the two primary materials required every 100 feet. He stated the current design used windows to break up the façade. Mr. Brimley explained the proposal did allow glass as a primary material in item number six in the Colors and Materials section of Architectural Form and Detail. Mr. Sanders asked that glass also be added to item number seven in that same section so the design could use glass to break up the façade every 100 feet not just as a primary material. There appeared to be consensus to add glass to item number seven.

Mr. Sanders spoke to the dumpster screening. He explained that Lifetime needed to have the ability to haul them away from the short end while accessing them from the long end of the enclosures. He added it was a different use than what would be seen from a commercial use. Mr. Sanders also expressed concern with the request for two architectural features on the corners. He stated Lifetime did not want to take away from the entrances as a focal point for the building. He noted the primary entrance was on the south of the building. Councilmember Roper explained the Council wanted to have standards that would enhance the building's aesthetics on more than the south side because it was on one of the main corridors of the City.

Councilmember Bush expressed concern for allowing windows to break up the façade every 100 feet. Councilmember Roper wondered if the ordinance needed to address a size requirement for the glass. Mr. Sanders expressed a willingness to use a percentage or size for the glass being used.

Mr. Sanders commented Lifetime would also like to be able to use color as one of the articulations breaking up the façade of the building every 100 feet. He asked why the Council struck color as a material to break up the façade. Councilmember Bush explained that the Council did not want to have only color used to break up the façade every 100 feet. Mr. Sanders explained the intent was not to diminish the design level, and acknowledged the materials were driving the cost because of the size of the building being proposed. He stated that Lifetime was a reputable company and wanted its presence in the community and across the industry to be attractive.

Mr. Allen explained the concerns the Council had for the design of the building. He noted the design of the structure included flat exterior walls and the change in color was only paint. He stated there was concerns expressed from the Council that the north side was the most visible side of the building and appeared to have no design features to improve its aesthetics. There was

a discussion on the specific design elements planned for the building. Mayor Pro Tem Phipps cautioned the Council to remember the action before them was an ordinance that would govern industrial development overall in the City not the specific design of the Lifetime building. He expressed appreciation for Lifetime and its presence in the City.

Robert Hendrickson, Lifetime President and CEO, expressed his opinion that Lifetime had worked hard to make the facility the most attractive building in the Freeport Center. He acknowledged the Council's concern and assured it that Lifetime was working to design the building to look aesthetically pleasing and benefit Clearfield's future.

Councilmember Roper moved to approve Ordinance 2020-09 amending Title 11, Chapter 11, Article D, Section 11 – Manufacturing Zone, Other Requirements; and Chapter 18 – Design Standards, by amending design standards for the M-1 (Manufacturing) zone as recommended by the Planning Commission with the following changes:

- **Facades of large buildings visible from a street shall include:**
 - Architectural features such as reveals;
 - Windows and openings; and
 - Changes in color and either, texture, or material to add interest to the building elevation and reduce its visual mass.
 - **Materials that contribute to the aesthetics of the community over the long term shall be required for all buildings. Permanence in design and construction will add to the overall value and sustainability of the community;**
 - **Expanses of primary materials, or other uniform material shall be broken up with pop outs, recesses, awnings, staggered facades, metal structures, change in material or texture, or the addition of other designed three dimensional architectural features, every 100 feet;**
 - **The ends or corners of buildings shall be articulated with a prominent architectural feature such as a change in primary material (i.e. change from tilt-up concrete panel to brick), increased roof projection of parapet, or increased transparency;**
 - **The addition of windows in number seven of the Colors and Materials section in the Architectural Form and Detail section to break up the materials every 100 feet;**
- and authorize the Mayor's signature to any necessary documents. The motion failed for lack of a second.**

Councilmember Thompson moved to table consideration of Ordinance 2020-09 until special session on March 17, 2020 at 6:00 p.m. The motion failed for lack of a second.

Councilmember Bush moved to approve Ordinance 2020-09 amending Title 11, Chapter 11, Article D, Section 11 – Manufacturing Zone, Other Requirements; and Chapter 18 – Design Standards, by amending design standards for the M-1 (Manufacturing) zone with the following changes:

- **Facades of large buildings visible from a street shall include:**

- Architectural features such as reveals;
 - Windows and openings; and
 - Changes in color and either, texture, or material to add interest to the building elevation and reduce its visual mass.
- **Materials that contribute to the aesthetics of the community over the long term shall be required for all buildings;**
 - **Expanses of primary materials, or other uniform material shall be broken up with pop outs, recesses, awnings, staggered facades, metal structures, glass, change in material or texture, or the addition of other designed three dimensional architectural features, every 100 feet;**
 - **The ends or corners of buildings shall be articulated with at least two (2) prominent architectural feature such as a change in primary material (i.e. change from tilt-up concrete panel to brick), increased roof projection of parapet, or increased transparency;**

and authorize the Mayor's signature to any necessary documents. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, and Roper. Voting NO – Councilmember Thompson. Councilmember Peterson was not present for the vote.

APPROVAL OF RESOLUTION 2020R-06 AUTHORIZING AND APPROVING A CONTRACT BETWEEN CLEARFIELD CITY AND UTAH INFRASTRUCTURE AGENCY (UIA) FOR THE DEPLOYMENT OF CITYWIDE FIBER TO THE PREMISES (FTTP) PROJECT

Summer Palmer, Assistant City Manager, stated staff recently solicited proposals to build a fiber system in Clearfield City. She mentioned three vendors responded. She indicated staff reviewed the proposals and recommended Utah Infrastructure Agency (UIA) with UTOPIA Fiber as the highest scoring proposal. She explained the contract had been included in the agenda packet and it needed to be authorized by resolution because it was an Interlocal Agreement. Ms. Palmer mentioned it had been discussed during work session on March 3, 2020.

Mayor Pro Tem Phipps mentioned the agreement referred to the term 'huts.' He asked if the location of the needed huts was predetermined or would that be determined through easements. Roger Timmerman, UIA, responded the number of huts was predetermined but not necessarily the locations. He continued the intent was to locate them in areas where they wouldn't be easily noticed. He acknowledged there was flexibility available on the locations. Mr. Timmerman informed the Council that there would be six huts and the intent was to try and locate them in City parks. Ms. Palmer indicated most of the proposed locations were acceptable to the City, but a few would need to be worked through.

Mayor Pro Tem Phipps asked if there would need to be easements negotiated for the locations of the huts. Mr. Timmerman responded the huts were typically 10' X 12' but needed a slightly larger easement around the structure. Councilmember Bush asked how the structures would be

protected. Mr. Timmerman responded if the huts were located in areas prone to vandalism they could be fenced.

Councilmember Roper moved to approve Resolution 2020R-06 authorizing and approving a contract between Clearfield City and Utah Infrastructure Agency (UIA) for the deployment of citywide fiber to the premises project 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, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED REAPPOINTMENT OF BRETT McALLISTER TO THE PLANNING COMMISSION

JJ Allen, City Manager, stated Brett McAllister had been appointed to fill the remainder of a term that was left vacant after the resignation of another member. Mr. Allen indicated Mayor Shepherd desired to recommend reappointing Brett McAllister as a regular member of the Planning Commission for a term expiring February 2025.

Councilmember Thompson moved to approve and consent to the Mayor's reappointment of Brett McAllister as a regular member of the Planning Commission with a term expiring in February 2025; 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, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF RESOLUTION 2020R-03 AUTHORIZING AMENDMENT NO. 4 TO THE INTERLOCAL COOPERATION AGREEMENT WITH DAVIS COUNTY FOR ANIMAL CONTROL SERVICES

Kelly Bennett, Police Chief, stated Animal Care of Davis County provided animal control services for the City. He indicated the service was essential to the residents of Clearfield City in order to promote public health, safety and improve the City's image and livability. He explained each year the services and fees were reviewed and the agreement amended as necessary. Chief Bennett mentioned Amendment No. 4 increased the fee for the services for the 2020 calendar year. He pointed out Amendment 4 to the Interlocal Agreement was discussed during work session on March 3, 2020. He mentioned the increases would likely result in an upcoming budget amendment because the actual cost for the services was not known during the City's budgeting period.

Councilmember Thompson moved to approve Resolution 2020R-03 authorizing Amendment No. 4 to the Interlocal Cooperation Agreement with Davis County for animal control services 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, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF RESOLUTION 2020R-04 AUTHORIZING THE INTERLOCAL COOPERATION AGREEMENT BETWEEN CLEARFIELD CITY AND SYRACUSE CITY REGARDING COST SHARING OF A ROAD CONSTRUCTION PROJECT FOR 1000 WEST

Braden Felix, City Engineer / Public Works Deputy Director, stated the road at 1000 West was shared between Syracuse City and Clearfield City in various locations. He noted the road was in need of many improvements including road resurfacing, smoother transitions across the railroad tracks, new curb and gutter, new ADA-compliant pedestrian ramps on sidewalks, and a new asphalt surface treatment. He pointed out that the Interlocal Cooperation Agreement with Syracuse City outlined the details of cost sharing for a road construction project along 1000 West.

Councilmember Bush moved to approve Resolution 2020R-04 authorizing the Interlocal Cooperation Agreement between Clearfield City and Syracuse City regarding cost sharing of a road construction project for 1000 West 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, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF THE AWARD OF BID FOR THE TOWERS AT LEGEND HILLS CULINARY WATER AND STORM WATER PIPING PROJECT

Braden Felix, City Engineer / Public Works Deputy Director, indicated staff solicited bids to make upgrades to the City's Culinary Water System and add additional storm drain lines to the City's Storm Drain System for current and future growth. He noted seven companies provided bids and the lowest responsible bidder was Great Basin Development with a bid of \$428,129.

Councilmember Bush asked if the project intended to take the storm water line north to service the Bravada 193 project. Mr. Felix explained the proposed project was the first phase and would not extend that far. JJ Allen, City Manager, explained the City hoped to be able use the abandoned waterline on the north to service storm water for Bravada 193 and the developer would be responsible for that improvement.

Councilmember Thompson moved to approve the award of bid for the Towers at Legend Hills Culinary Water and Storm Water Piping Project to Great Basin Development from Mantua, Utah, for the bid amount of \$428,129.00, with contingency and engineering cost of \$86,625.80 for a total project cost of \$514,754.80; 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, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF RESOLUTION 2020R-05 AUTHORIZING AN INDUCEMENT
RESOLUTION EXPRESSING THE INTENT TO ISSUE PRIVATE ACTIVITY BONDS TO
LOTUS MARQ LLC FOR ITS DEVELOPMENT PROJECT LOCATED AT
APPROXIMATELY 442 SOUTH STATE STREET

Summer Palmer, Assistant City Manager, stated the City had entered into a Development Agreement with Lotus for redevelopment of a portion of downtown Clearfield in the vicinity of 442 South State Street. She pointed out that in order to finance the acquisition and rehabilitation of the Lotus Project, the developer had asked the City to partner with them and issue \$35,000,000 worth of Private Activity Bonds (PAB) to reimburse certain qualified expenditures incurred by the developer with respect to the acquisition and construction of the project. Ms. Palmer reported the action would not impede the City's ability to bond for other issues nor was the City the guarantor for the bonds.

Councilmember Thompson asked if the City being asked to issue the bonds had anything to do with the City's credit rating. Ms. Palmer explained it had nothing to do with the City's credit rating, but rather just allowed access to certain types of bonds.

Mayor Pro Tem Phipps asked who would be paying the costs of issuance. Stuart Williams, City Attorney, explained that Lotus was using its own bond attorney and bearing the cost of issuance.

Councilmember Thompson moved to approve Resolution 2020R-05 authorizing an Inducement Resolution expressing intent to issue Private Activity Bonds to Lotus Marq LLC for its development project located at approximately 442 South State Street 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, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

COMMUNICATION ITEMS

Mayor Pro Tem Phipps expressed his excitement for bringing UTOPIA fiber to Clearfield City and its residents.

Councilmember Bush reported he attended the Hope Center Open House on Saturday, March 7, 2020.

Councilmember Roper also expressed his excitement for bringing UTOPIA fiber to Clearfield City and its residents.

Councilmember Thompson – nothing to report.

STAFF REPORTS

JJ Allen, City Manager

1. Reported he attended the Hope Center Grand Opening on Saturday, March 7, 2020.
2. Reported the monthly report contained information regarding the City's efforts to comply with restrictions specific to limiting the spread of COVID-19. He commented the City was attempting to take appropriate measures without panicking.

3. Announced Davis County was planning on holding its groundbreaking for the new library on Friday, March 13, 2020.

Spencer Brimley, Community Development Director updated the Council on the efforts to move forward with the development at Clearfield Station.

Kelly Bennett, Police Chief, reported Clearfield City recently began participating in the Davis County Receiving Center. The program was a treatment center for adults who committed low misdemeanor crimes with a drug nexus or had mental health issues. He stated the program was located just outside the Davis County Jail. There were specific requirements that needed to be met in order to qualify to participate in the program. Councilmember Thompson expressed his encouragement for the program.

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

- Special and Work Session on March 17, 2020
- No meeting on March 24, 2020 – Cancelled due to caucus meetings
- Joint Meeting with Parks and Recreation Commission on March 31, 2020
- Joint Meeting / Recognition Dinner with all Commissions on April 9, 2020
- Work Session on April 7, 2020
- Policy Session on April 14, 2020
- Work Session on April 21, 2020
- Policy Session on April 28, 2020

Councilmember Thompson moved to adjourn at 9:11 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
March 10, 2020

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Vern Phipps	Mayor Pro Tem
EXCUSED:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
EXCUSED:	Nike Peterson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Braden Felix	City Engineer / PW Deputy Director
	Spencer Brimley	Community Development Director
	Nancy Dean	City Recorder
VISITORS:	Ruth Jones	

Mayor Pro Tem Phipps called the meeting to order at 6:04 p.m.

DISCUSSION ON THE INTERLOCAL AGREEMENT WITH SYRACUSE CITY FOR COST-SHARING OF A ROAD CONSTRUCTION PROJECT LOCATED ON 1000 WEST BETWEEN ANTELOPE DRIVE AND STATE ROAD 193

Braden Felix, City Engineer / Public Works Deputy Director, presented the costs for the 1000 West Road Project. He informed the Council that Syracuse City was the lead agency on the project, designed and bid the project, and would be conducting the pre-construction meetings. He explained the bid would be awarded to Staker Parsons Company. He also reported proposed surface treatment to the road would add additional costs to the project.

Mayor Pro Tem Phipps asked when the project would be completed. Mr. Felix expressed his opinion that the project would most likely get started in May and anticipated it being completed sometime in July.

DISCUSSION ON AMENDMENTS TO TITLE 11, CHAPTER 11, ARTICLE D, SECTION 11 – MANUFACTURING ZONE, OTHER REQUIREMENTS; AND CHAPTER 18 – DESIGN STANDARDS, BY AMENDING DESIGN STANDARDS FOR THE M-1 (MANUFACTURING) ZONE

Spencer Brimley, Community Development Director, explained Lifetime Products was designing its new distribution center and proposed changes to the City's design and building standards to address industrial uses separate from commercial uses. He added Lifetime presented the standards currently in place in Syracuse but Clearfield staff believed those standards to be overly broad so adjustments were made and the result was presented to the Planning Commission on March 4, 2020. He reviewed the Planning Commission's changes and recommendations regarding the proposed amendments as follows:

- Moved some parking requirements from the Building Placement section to the Parking section.
- Adding dumpster screening from the view of the public right-of-way.
- Modifications to the Primary Materials in the Color and Materials section.
- Modifications to the allowed Primary Materials every 100 feet on the building.

Mr. Brimley indicated Councilmember Peterson had requested additional language that would require additional design on any façade of a building that could be seen from the public right-of-way. Councilmember Roper informed the Council that Councilmember Peterson suggested requiring three paint colors and two textures be used on the walls. JJ Allen, City Manager, explained the proposed design for the Lifetime building had the primary entrance on the south side of the building but the north side faced State Road (SR) 193. He indicated Councilmember Peterson expressed a desire to have additional design features required for the north side of the building because it faced a public right-of-way.

There was discussion about the dumpster placement and its view from the public right-of-way. Mr. Allen asked for clarification on how many dumpsters would be available at one time. Mr. Brimley explained the proposed configuration would allow access to a central dumpster station that would be screened completely by landscaping on all sides of the building. Councilmember Bush wondered if the dumpsters would have to be emptied throughout the day. Mr. Brimley anticipated the dumpsters would be emptied periodically throughout the day. There was also a discussion on the elevations, retaining walls, and landscaping of the site.

There was a discussion about how all sides of the building could be seen from a public right-of-way and what language would be needed to address the concern of the buildings aesthetics. Mr. Brimley suggested Lifetime might disagree with how visible some of the building was from the public right-of-way. Councilmember Roper reiterated it would help create a better aesthetic with a requirement for additional colors and textures on the building. Councilmember Bush pointed out the proposed ordinance already required three colors per elevation under the Colors and Materials section. The Council proposed to have 11-18-7(B)(3) be changed to read as follows:

- Facades of large buildings visible from a street shall include:
 - Architectural features such as reveals;
 - Windows and openings; and

- Changes in color and either, texture, or material to add interest to the building elevation and reduce its visual mass.

He also reminded the Council that the proposed ordinance would apply to buildings other than just the Lifetime Products building. There was a discussion about how additional requirements would affect the cost of construction for industrial buildings. The Council did not want to allow color as a primary material that could be used to break up the façade every 100 feet.

Mr. Allen asked if there were any other outstanding issues that Mayor Shepherd or Council Peterson had asked to be considered. The Council felt like the issue of all sides visible from a street needed to have additional articulation. Mr. Allen also informed the Council that it could decide to table the item if it felt additional time was need to discuss the proposed amendments.

Councilmember Bush moved to adjourn at 6:59 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Roper, and Thompson. Voting NO – None. Councilmember Peterson was not present for the vote.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
March 17, 2020

City Building
55 South State Street
Multi-Purpose Room, Second Floor
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
PRESENT VIA ZOOM MEETING:	Kent Bush	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Rich Knapp	Finance Manager
	John Meek	Emergency Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder

VISITORS: Ruth Jones

Mayor Shepherd called the meeting to order at 6:02 p.m.

Councilmember Thompson arrived at 6:06 p.m.

DISCUSSION ON EMERGENCY RESPONSE MEASURES

JJ Allen, City Manager, explained the world was experiencing unprecedented times due to the infectious disease COVID-19 Novel Coronavirus. He noted the guidelines and regulations were changing every day. He pointed out that staff was adjusting operations as best as possible.

External Efforts with the Community

Mr. Allen reported the City had closed two facilities so far, the Clearfield Aquatic and Fitness Center and the Arts Center; and stopped all recreation and arts programs. He indicated the City building was currently open but some services such as finger printing had been discontinued. He

acknowledged there was a reduction in the amount of traffic from the public coming to the City building likely due to the guidelines in place by the Utah State Governor and President of the United States. Mr. Allen advised that the Justice Court was open following an order from the Utah Supreme Court. Stuart Williams, City Attorney, mentioned the Administrative Office of the Courts already had a pandemic protocol in place; however, due to the many guidelines recently issued, the Chief Supreme Court Justice issued an order on March 14, 2020 addressing all courts which outlined how each would conduct business. He continued at the justice court level the instruction was for most cases to be rescheduled unless someone was in custody or limited other circumstances. He added the optimal method for any necessary hearings would be via telephone or video. Summer Palmer, Assistant City Manager, reported on staffing of the court which included alternating shifts for employee safety while allowing for staffing levels that would continue to meet the needs of Judge Brower.

Trevor Cahoon, Communications Coordinator, reviewed the ongoing communication outreach of the City. He mentioned staff other than himself were working remotely. He stated staff had been working with various departments to determine how to best address communication items. Mr. Cahoon reported thus far the biggest efforts had been to announce closures, cancellations, or postponement for various activities. He indicated staff would be working to promote online and phone access to services typically done at the Customer Service Center and encouraging the phone first approach for departments including police. He explained the City was receiving a lot of information from the health department and schools which could be communicated; however, staff was going through it and sharing information while at the same time being careful not to cause fatigue for the residents. Mr. Cahoon noted staff was working with the recreation department to find ways to promote fun at home. He pointed out all communication updates would be coordinated with department heads and staff would work diligently to get information out to the public through social media, email and the City's text messaging base as quickly as possible.

Mr. Allen asked if there were any questions about how external efforts with the community had been going thus far. Councilmember Phipps complimented how it was being handled.

Councilmember Peterson questioned what ways were being considered to reach out to the older population that was less engaged with social media. Mr. Cahoon responded the City could do an all-City postcard or other direct mailers and even utilize messaging through the utility bills at the end of the month. Mr. Allen indicated with the fluid situation there could be a struggle to share information that would not change over a few weeks. There was a discussion about providing the City's contact numbers, using the youth of neighborhoods to get the word out among residents, and the opportunity for community building despite social distancing; however, the challenge was in prioritizing everything.

Councilmember Peterson suggested there could be ways of virtual community building. There was a discussion about options for virtual activities which promoted fitness or ways to participate in a different style of searching the City.

Internal Efforts with Employees

Mr. Allen stated currently there was not an order in place to limit staff. He noted staff affected by closed functions were provided opportunities for work hours by assisting with disinfecting areas. He explained it was possible the City might get to the point that it would need to shut down except for essential personnel. He reported the administrative team had identified essential personnel and were prepared if quarantines were mandated. He indicated the City was encouraging remote work where possible but it would not be possible for all positions. He acknowledged there had been many questions and considerations given related to personnel and use of leave hours. Ms. Palmer stated staff would continue to work on creative, safe ways to keep employees working productively. She mentioned plans were to continue allowing staff opportunities to work remotely when possible. She pointed out there was a need to be sensitive to residents not working and earning a paycheck; consequently, there was a need to ensure tax dollars would be spent responsibly during this time period. Mr. Allen noted one of the accommodations that would be fitting for the circumstances regarding employee leave use would be a modification to the policy permitting an employee to go in the negative in their leave bank with the ability to repay it in the future. There was a discussion about the employees who might have contact with COVID-19 and policies that were in place to protect employment through the Family Medical Leave Act (FMLA), which would be coordinated with Human Resources.

Councilmember Peterson wondered what was determined as the number of essential staff if there continued to be shut downs. Mr. Allen responded the City was operating as directed by higher governmental authorities; however, those employees identified as essential personnel would be those necessary to operate the emergency operations center if it were activated as well as the dispatch center, law enforcement, utilities, facilities, IT and a building official would likely remain on the list to keep things operational within the City.

The Question of Declaring a Local Emergency

Mr. Allen stated there had been some counties within the State that had already taken the step to issue a declaration of emergency; however, he expressed his opinion that if the City were to declare a local emergency it should be done in concert with Davis County and the Davis County Health Department. John Meek, Emergency Manager, indicated Davis County Health Department was continuing to remind everyone about the importance of hand washing efforts, but hoped to keep the economy as active as possible by keeping things open. There was a discussion about the fluid nature of the situation including the recent announcement earlier in the day to shut down dine-in restaurants, allowing only online ordering or drive-thru services statewide.

Councilmember Thompson asked if there was a way the City could get access to the pandemic preparedness resources and receive trainings such as the Nonpharmaceutical Intervention (NPI) Training 101. Mr. Meek answered he would do more research about the training and try to arrange it. Mr. Allen stated he found the website Councilmember Thompson was referring to and would look into it further. Mr. Meek added if his assistance was necessary he would help.

Mr. Allen stated a declaration of an emergency would allow emergency powers, flexibility with the open and public meetings act, and it could open doors for FEMA funding, if available. He reiterated it would be important to coordinate any efforts regarding a declaration of an emergency with the County and Davis County Health Department and also continue to follow direction from the State.

Handling Public Meetings

Mr. Allen reported the next City Council meeting was planned for March 31, 2020; however, since Planning Commission interviews were scheduled for that meeting it would be rescheduled. He indicated the next policy meeting scheduled would be April 14, 2020. Nancy Dean, City Recorder, indicated there were some public hearings scheduled for that meeting and so there would be a work session meeting on April 7, 2020 to discuss those items.

Mr. Allen stated staff would continue to monitor the situation and see if electronic participation at future meetings for the Council, Planning Commission, and Parks and Recreation Commission was necessary. There was a discussion about options for electronic meetings that would accommodate public participation during the meetings. Mr. Cahoon explained Facebook Live, Zoom Meetings, or a GoToMeeting would be options to explore.

Ms. Dean explained it would be important to put some controls in place so that the public desiring to comment were allowed the opportunity; yet, not have public comments disrupt the flow of the meeting. There was a discussion about placing forms on the City's website ahead of time to allow for public comments that could be shared during a virtual meeting and how that would work, messaging efforts needed in advance to encourage participation during meetings, ensuring laws were followed, and taking time to update notices with language reflecting the current restraints and practice. There was also discussion about the possibility of continuing to allow public comment virtually on a permanent basis.

Mr. Allen stated staff would work on the details and address the items mentioned in regards to public meetings. He confirmed all upcoming meetings would not resume until April which would allow some time to get any new processes in place.

Impact if an Economic Recession

Mr. Allen commented so much of the economic impact was yet to be determined but there would likely be an impact in the current budget year and next year fiscal year 2021 (FY21). He expressed appreciation to the Council for allowing staff time to rework the budget for FY21 before it was presented because the initial budget was a progressive budget and it needed to be reworked with a more conservative approach. Mr. Allen expressed concern there was the possibility that sales tax projections could be reduced between 10 and 20 percent.

He stated if the City were to declare a state of emergency then the following measures could be utilized: a hiring freeze, rescind employment offers, implement staffing reductions, freeze travel especially out of state, hold off on capital projects, and hold off on studies from consultants until things settled.

Rich Knapp, Finance Manager, said extreme measures had been discussed as staff but it would be prudent to wait on further discussions to see if they would be necessary. He reported the FY20 budget should be okay because the City had been doing really well prior to the pandemic. He noted last year the Council had talked about the property tax maneuver to keep the tax rate the same to offset the GO Bond but that would only be an option available for half the year. He indicated initially it was discussed to use the tax rate funding towards capital projects; however, the new tactic would likely be needed to keep operations going. Mr. Knapp suggested a 10 percent reduction in sales tax revenues would be fairly optimistic for the FY21 budget. He questioned if the Council would be willing to use the City's reserves for short term operations. Mr. Allen commented it was a theoretical question to be considering. Mayor Shepherd responded there was no real answer yet because it was just too early to tell how the economy would respond to the pandemic. He reported the stock market had taken a massive hit. He added there were various industries currently laying off its work force so that could be a potential hit for the City as well.

Councilmember Thompson asked what would be the advantage of preparing a recessionary budget. He appreciated the optimism of staff but expressed his preference to have a just in case measure or recessionary budget already in mind. Mr. Knapp answered staff was preparing the budget by identifying items that could be pulled out and if funding ended up being available then items could added to the budget later on in the process.

Councilmember Phipps commented the budget might be changing on a monthly basis throughout the upcoming year. He indicated it could be estimated and reviewed continually but the budget passed would likely be a best guess scenario.

Mr. Allen stated staff had been working on the City's compensation plan and the prepared budget would have included those recommendations. He mentioned if a recessionary budget was presented it would not include those recommendations which could have an impact to staff morale; nonetheless, wanted to let the Council know it was on the table. Ms. Palmer noted the City had the recommendation from the third party for the compensation plan but there were tiers to it; so, there was the possibility it could be adjusted and phased into the progressive budget. Councilmember Phipps stated the compensation expenditures might need to be an area of flexibility and more conservative at the onset of the budget year. Mr. Allen indicated when staff presented the budget it would reflect what the recommendations were and each need from the actual data; although, the recommendations from staff for the budget might be more conservative.

Mr. Knapp explained capital expenses were the largest expenses but the ones he was least worried about because there was money set aside for one-time capital projects. He noted the operating budget was mostly personnel and the decisions that affected personnel were more difficult.

Mayor Shepherd indicated there was so much going on and things were constantly changing due to the pandemic. He explained it would be important to be the leaders and maintain a positive

force. He mentioned the underlying reason for urgency in stopping the spread of COVID-19 as much as possible was so that hospitals were not overloaded beyond capacity.

Councilmember Peterson asked if the department heads could provide an update on how employees were doing and how things had shifted in each department.

Adam Favero, Public Works Director, responded the public works department was doing things to keep clean and keep staff working. He indicated the water system was good. He noted staff had been calm despite uncertainty.

Spencer Brimley, Community Development Director, answered staff with code enforcement, planning, and the building official were managing social distancing with public interactions. He explained the Customer Service Center was trying to manage expectations as it continued its interaction with the public. He stated there had been a temporary border put in place to help distance the public from the counter, staff was cleaning the area each morning, and staff was using gloves as needed for cash handling. He noted even with the changes the staff in the community development department were doing well with everything that had happened thus far.

Eric Howes, Community Services Director, responded many meetings had been cancelled, start times for various crews might be adjusted to help with social distancing, but the parks crews were ramping up for spring and summer staffing and had recently hired seven seasonal workers. He mentioned the City would try to keep them working as long as possible. Mr. Howes stated as long as the facilities were open, the facilities maintenance crew would be necessary to keep the systems operational. He mentioned the main focus for the aquatic and recreation divisions was in trying to reach out to the community with communications, yet the main thrust was in planning for when things could open again so there would be minimal delays. Mr. Howes stated the part-time personnel were offered opportunities to help with meaningful work by disinfecting and cleaning, but so far there were minimal part-time staff taking advantage of that opportunity.

He indicated one item that had not been anticipated was playground usage. Mr. Howes stated staff had contemplated closing the parks but was not sure how it would be enforced. He mentioned some signage might be placed that discouraged large gatherings and cleaning of the equipment could also be done regularly. Mr. Allen commented the main responsibility for practicing social distancing would be with individuals and families if they opted to visit public places.

Kelly Bennett, Police Chief, reported the department had been working with the communications team through social media to try to limit response calls to residences as much as possible. He indicated staff had been able to respond to calls so far and had the appropriate safety equipment. He noted there had been an increase in psychiatric calls, suicide attempts, and welfare checks over the past week. He acknowledged family fight cases had not yet increased but anticipated there could be a rise in those types of calls. Chief Bennett mentioned the department was currently down five officers. He stated a new schedule would be implemented immediately that involved utilizing some of the administrative officers with call handling. He indicated the

schedule would be monitored to ensure the department would operate with at least minimum coverage.

Ms. Palmer commented so far IT had been supporting the departments' needs as things changed to more remote work. She mentioned the remote work was having an impact on IT, so employment offers were made to two interns to help manage the demands after the recent loss of an IT intern. She noted the communications division was using email work orders to manage requests. Ms. Palmer acknowledged there were a few team members who she had been concerned about working on site because they or others in their household were considered vulnerable. She mentioned safety was a priority and the work station areas were being regularly cleaned, workers were alternating shifts, but as a department with mostly support staff it was difficult to allow for the entire division to work remotely.

Mr. Cahoon indicated the City had been in the process of hiring an event planning intern to assist with special events and the Fourth of July; but given the fact there were not any events to plan, staff had discontinued its search for a candidate. He reported the recreation staff continuing to work had agreed to assist in reaching out to make contacts for Fourth of July event sponsorships in hopes that the event would still be held.

Mr. Knapp pointed out much of the City's office equipment had been loaned out for remote work. He indicated in the future it could be wise to consider purchasing equipment such as laptops rather than desktop computers for ease in transitioning to remote work.

Mr. Williams responded the legal department started working from home except for the prosecutor who was still working with the courts and balancing remote and in office work needs.

Councilmember Roper updated the Council on the efforts of the North Davis Fire District to provide the best possible service to the community. He acknowledged the stations were on lockdown and no family was allowed. He added cleaning had been increased to have added safety for personnel and there had been a decontamination center established in one of the bays.

Councilmember Thompson wondered if all the measures that had been implemented could continue for another eighteen months if it became necessary to continue operations in such a manner. Ms. Palmer answered it was uncertain, but the measures were in place to help flatten the curve so that healthcare networks were not overwhelmed. Councilmember Thompson stated some data he reviewed indicated there was the possibility that to curb the spread restrictions could continue for up to eighteen months. There was a brief discussion about the newness of the situation and how things would continue to change so the City would need to adapt to survive.

Mr. Allen expressed his appreciation for the Council's support and trust.

Councilmember Thompson moved to adjourn at 7:31 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.

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 7, 2020

No physical meeting location was available. The meeting was held electronically via Zoom Meeting address:

Zoom Meeting
<https://zoom.us/j/822120483>
Meeting ID: 822 120 483

PRESIDING VIA
ZOOM MEETING:

Mark Shepherd

Mayor

PRESENT VIA
ZOOM MEETING:

Kent Bush
Nike Peterson
Vern Phipps
Tim Roper
Karece Thompson

Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

STAFF PRESENT
VIA ZOOM MEETING:

JJ Allen
Summer Palmer
Stuart Williams
Kelly Bennett
Adam Favero
Braden Felix
Eric Howes
Curtis Dickson
Spencer Brimley
Rich Knapp
Lee Naylor
Trevor Cahoon
Nancy Dean

City Manager
Assistant City Manager
City Attorney
Police Chief
Public Works Director
City Engineer/PW Deputy Director
Community Services Director
Community Services Deputy Dir.
Community Development Director
Finance Manager
Accountant
Communications Coordinator
City Recorder

VISITORS: Ryan Nuesmeyer – WCEC, Tom Royslance – Utah Department of Transportation (UDOT), Kimberly Martin

Mayor Shepherd called the meeting to order at 6:02 p.m. He reviewed some housekeeping items to aid with the flow of the meeting in a virtual setting.

DISCUSSION ON THE 500 WEST ROADWAY EXPANSION PROJECT

Braden Felix, City Engineer / Public Works Deputy Director, welcomed Ryan Nuesmeyer, Consultant Engineer, with WCEC who had joined the meeting electronically. Adam Favero, Public Works director reviewed the scope of work for the 500 West Roadway Expansion Project. Mr. Nuesmeyer indicated he had worked with Utah Department of Transportation (UDOT) on

the design of the roadway as it intersected with Antelope Drive. He explained at the point where the expansion of 500 West would move through Antelope Drive further north to D Street in the Freeport Center, a signalized intersection would be created and the signal at 300 West would be eliminated to assist with flow of traffic along Antelope Drive. He noted it had been negotiated with UDOT to maintain full movement at the 300 West intersection which could be a benefit to the City. Councilmember Bush wondered if the City would want to close off the access at 300 West going into Freeport so everyone had to go to 500 West to enter the Freeport Center. Mr. Nuesmeyer responded the negotiations with UDOT would allow the City to have a choice; however, UDOT had reserved the right to make it a right in and right out only area if there was a pattern of traffic accidents at that location in the future. He added it was expected vehicles would use 500 West because of the signalized intersection. He recommended leaving full access at 300 West and changing it later if necessary. Councilmember Peterson agreed. She noted allowing for added mobility options would help reduce the impact for businesses in the area where owners had expressed to her some trepidation about removing the traffic signal at 300 West. She expressed appreciation for the negotiation efforts with UDOT. Councilmember Bush acknowledged it would be good to wait and see.

Councilmember Bush recognized a lot of the property from an impound lot would be utilized in the expansion near 1700 South where the roadway continued north into the Freeport Center. He wondered if the road could be reconfigured to reduce the impact on that specific property. Mr. Nuesmeyer responded he had met with the business owner and property owner and they were excited about the project and its current design. He continued the current design was configured to allow for the necessary curve radius.

Mr. Favero indicated there had been multiple discussions about the 300 West access and the best approach; consequently, the plan not to restrict travel seemed like the best approach.

Mr. Felix reported Tom Roylance, UDOT, was also in attendance for the electronic meeting. He noted the City was initially able to acquire about four million dollars of funding to assist with the 500 West expansion project. He noted once the project moved further north it was determined there would be some additional costs. He mentioned the City was able to acquire additional funding of about one million dollars through the Wasatch Front Regional Council (WFRC) to help with the project. Mr. Felix stated it was anticipated three million dollars of the funding would be required in right-of-way acquisitions. He indicated the estimates were identified and some were conservative, but it was estimated the City would need another one to one and half million dollars to fund the project. He explained staff hoped to be able to acquire some of that money through an application for funding from the Davis County third quarter sales tax. JJ Allen, City Manager, commented staff believed the odds of obtaining additional funding were good. Mr. Favero added Syracuse would join efforts and staff was hoping to get Layton City's participation as well to increase the chances of securing the necessary funding.

Councilmember Peterson asked what cities were anticipated to funnel traffic along 500 West towards Antelope Drive. Mr. Favero responded Layton, Syracuse, and Clearfield had been involved with the project and the road would capture traffic from each of those cities. He continued Syracuse had already proposed the road be called Sandridge Parkway.

Councilmember Peterson mentioned some of the residents along 500 West and the far west area of Melanie Acre Subdivision had inquired about some of the particulars of the project. She reviewed some of the questions which included: 1) whether or not the strip of unimproved roadway on the west side of the existing side of 500 West would be used for additional road width as part of the project; 2) what the finished roadway width would be; and 3) once construction began what time was anticipated for the build out of the project. Mr. Nuesmeyer described the roadway improvements on the south end of the project as well as some additional phases for future projects along 500 West. He explained in response to question two there would be twelve foot travel lanes and a twelve foot median all along 500 West except for a slight deviation when connecting into the existing asphalt where it would narrow slightly. He answered the timing would be driven by following the federal process because of the nature of the funding. Mr. Nuesmeyer pointed out the first thing to happen would be to acquire all the necessary rights-of-way. He mentioned the rough schedule was to bid the project next year with the intent of beginning construction the summer of 2021, contingent on right-of-way acquisitions. He indicated WFRM managed a lot of projects and the project was identified to fund in fiscal year 2022 (FY22) so it could begin after July 1, 2021; however, staff was working with WFRM to see if any funding would be available sooner should everything else be ready to go.

Mr. Nuesmeyer expressed his opinion that the project would be a great one for the contractor and anticipated it would be a three to four month construction timeframe. Mr. Favero stated there could be a small amount of time added to the project for a few utility additions and a City waterline and sewer line that would extend from Antelope Drive to the south and be added to the scope of work for the contractor.

Councilmember Phipps wondered what was expected for an impact on Barlow Park. Mr. Nuesmeyer answered he did not anticipate significant impacts to Barlow Park.

Councilmember Bush asked if the project was going to affect the storm drain line that ran down that street. Mr. Favero responded it would be designed around the storm drain. Councilmember Bush questioned what the plans were for the unusable piece of property on the west side where the road curved around the powerline pole. Mr. Favero indicated there had been some discussion about landscaping for the east side of the property but nothing yet had been determined for the west side; however, Syracuse would be responsible for any maintenance along the west side.

Councilmember Bush commented there could be additional traffic into the neighborhoods as the road created an access at Jenny Lane and 1900 South. He asked if the residents had been notified about the plans. Mr. Nuesmeyer replied the property owners would have been given notice of the open house during the environmental phase but since then there had not been additional public outreach. Councilmember Bush asked if there had been any concerns voiced during the open house period. Councilmember Peterson stated the people who attended the open house during the environmental phase seemed more curious about the project but appeared to collectively think it would be a good thing for the neighborhood. She explained extending the roadway would inherently increase traffic but would also relieve traffic, safety, and visibility concerns being experienced in other areas.

Councilmember Peterson suggested it was imperative to be proactive in talking to residents in that area about the project. Trevor Cahoon, Communications Coordinator, mentioned staff would be budgeting for the City's outreach efforts in conjunction with the its projects to allow for sending out postcard notifications, setting up text message alerts, and posting to social media.

Kelly Bennett, Police Chief, expressed his concern with the possibility of 500 West becoming a raceway once it was expanded. He agreed the road was needed and there were some advantages, which included having increased response times for first responders to access to neighborhoods in the area. He indicated traffic enforcement would be analyzed as the project moved forward. Councilmember Peterson asked if Chief Bennett thought 500 West would have traffic conditions similar to South Main. Chief Bennett responded it would likely be similar, yet thought it could reduce some of the traffic along South Main.

DISCUSSION ON THE CITY'S CLEARFIELD PIPELINE SHARES

Curtis Dickson, Community Services Deputy Director, stated the City currently owned six water shares in the Clearfield Pipeline Corporation (CPLC) within the Davis and Weber Counties Canal Company (DWCCC). He pointed out the shares were originally used to irrigate the Clearfield City Cemetery; however, the City had since moved to a culinary watering system for its irrigation of the cemetery.

Mr. Dickson reviewed the options for the City related to the water shares which included: selling its shares on the open market; reallocating the shares to another pipeline within DWCCC; and if the shares were reallocated to DWCCC they could be used in the DWCCC rental pool.

Councilmember Bush stated his understanding was if the shares were kept with the CLPC those shares could not get water to Steed Pond; consequently, the shares would need to be converted to the DWCCC for access to water for Steed Pond. Mr. Dickson confirmed the shares would need to be converted to the DWCCC for use in any of its pipelines. He reported the current conversion rate was that six CLPC shares would convert into two DWCCC shares.

Councilmember Phipps asked if the City was currently using water shares for Steed Pond. Mr. Dickson answered the City had 24.5 DWCCC shares allocated to Ditch 18 which was used to fill and maintain the water level at Steed Pond; however, it was only using about 18 of those shares to do so. Councilmember Phipps confirmed the conversion of shares would not affect the water intake into Steed Pond. Mr. Dickson said it would not, but conversion of the shares to the DWCCC would reduce the amount of meetings which staff attended and increase productivity.

Councilmember Peterson commented water shares had great value and she was fine with converting them for use or rental. She pointed out that the thought of selling the shares on the open market seemed shortsighted. She felt it was critical to maintain the water shares in some fashion. She said she was in favor of converting them and allowing staff the discretion of using them to the benefit of the City. Mr. Dickson indicated staff's recommendation would be to rent the additional shares to help offset annual fees associated with having them.

Councilmember Bush wondered if there would be a cost to convert the water from CLCP to DWCC. Mr. Dickson stated it would not cost anything. He explained the only requirement was a resolution by the Council authorizing the transfer of shares. Councilmember Bush agreed transferring the shares appeared to be the best approach. He added if the City was not using all of its shares it should be renting any excess. Mr. Dickson agreed.

Adam Favero, Public Works Director, pointed out the 200 South well currently fed water into Mabey Pond, but if the State were to ever shut down the well it would be a good option to have access to water from the DWCCC for that location. Councilmember Phipps thanked staff for identifying the option of potential uses as a compelling reason for converting the shares.

The consensus of the Council was to convert CLPC water shares to DWCCC shares. Mr. Dickson stated a resolution would be drafted for consideration at a future policy session.

DISCUSSION ON AMENDMENTS TO TITLE 11, CHAPTER 13, SECTION 34 OF THE CLEARFIELD CITY CODE REGARDING DEVELOPMENT STANDARDS FOR LIGHT MANUFACTURING AND LIMITED DISTRIBUTION

Brad McIlrath, Senior Planner, indicated the applicants wanted to develop property along 1700 South at 300 West with buildings that would fall under the design and use standards of light manufacturing and limited distribution uses. He stated the manufacturing and distribution services and buildings were a permitted use in the M-1 (Manufacturing) zone, but were conditional uses in the C-2 (Commercial) zone with those limitations outlined in the Supplementary Regulations of the City Code. He noted as adopted in 2015, Section 34 of the Supplementary Regulations, light manufacturing and limited distribution buildings and uses were not “allowed on parcels that have frontage on, are adjacent to, or have direct unobscured visibility from main transportation corridors in the city.”

Mr. McIlrath indicated the applicants for the zoning text amendment recently rezoned their properties and based on market demands were seeing a request for office space or flex office and wanted to move forward with that type of development. He continued the property owners recognized a need for high quality construction and the proposal did include that acknowledgement.

He reviewed a map with the streets of the City where light manufacturing and limited distribution uses would be prohibited adjacent to a property zoned C-2 (Commercial). Mr. McIlrath highlighted the applicants’ proposal for the zoning text amendment. He shared an example of a project in Bountiful that was similar to what the applicants were proposing which had not been provided to the Planning Commission or included in the agenda packet of the Council.

Mr. McIlrath indicated based on the discussion with the Planning Commission at its meeting on April 1, 2020, there had been some adjustments to the language, which had been proposed by staff. He outlined the changes to the proposed language of staff desired by the Planning Commission. He stated the Planning Commission recommended the Council approve staffs proposal with the following updates:

“11-13-34: LIGHT MANUFACTURING AND LIMITED DISTRIBUTION USES:

- A. Neither light manufacturing nor limited distribution uses will be allowed on parcels which have frontage on, are adjacent to, or have direct unobscured visibility from main transportation corridors in the city including: State Street, Main Street, 800 North, 300 North, 200 South, SR-193, 700 South, 1700 South, South Main Street, 100 West, 1000 East, 1500 East, 2000 East, or Depot Street. The official map will be available with the City.
- a. Light manufacturing or limited distribution uses may be considered along 1700 South when directly adjacent to other M-1 zoned properties on the same side of a street. A higher standard of design is required when considering these uses. Added enhancements shall include brick on all front facades and all street facing facades visible from 1700 South. The brick shall be broken up by windows, changes in brick pattern, or another material at a minimum of thirty feet (30’). A minimum of 25% of the front and street facing facades shall be provided with glazing/transparency. When overhead doors are used on the front façade they must be glass paneling.
 - b. In addition to the standards listed above, light manufacturing and limited distribution developments shall comply with the commercial site and building standards outlined in the Design Standards Chapter (Chapter18) of this title.
- B. A structure housing light manufacturing or limited distribution uses must not be more than thirty thousand (30,000) square feet in size.”

Councilmember Bush proposed the language regarding façades should state “all facades visible from 1700 South” rather than referencing street facing facades because some facades might not be facing the street yet remain visible to the street. Mr. McIlrath asked if it should be written to say “Added enhancements shall include brick on all front facades and all facades visible from 1700 South.” Councilmember Bush replied yes.

Councilmember Bush wondered why in paragraph B it was limited to 30,000 square feet per structure and whether or not the standards would be applied if there were multiple buildings. Mr. McIlrath responded the Code had limited the structure size to 30,000 square feet; however, it would not matter if there were multiple buildings as long as the total did not exceed 30,000 square feet. There was a discussion about having a distinction in structure sizes between zones, parcel sizes, and other standards and how it would affect what was allowed in any zone. Councilmember Peterson suggested she would be in favor of reducing the size from the 30,000 square feet threshold. She questioned what the height restrictions were in the C-2 (Commercial) zone and wanted to make sure there would be a transition. Mr. McIlrath answered the height restriction for the C-2 (Commercial) zone was thirty-five (35) feet without getting a conditional use permit.

Councilmember Peterson asked if anything not considered as part of the zoning text amendment would be addressed in the supplementary design standards Chapter 18 of Title 11 in the City Code. Mr. McIlrath responded he believed the design standards would encourage high quality development.

Councilmember Bush wondered if Councilmember Peterson was recommending the structure size be reduced to 20,000 square feet or 25,000 square feet. Councilmember Peterson expressed her opinion that the form should be consistent with the commercial zone sizes and footprints to keep things consistent along the corridor. There was a discussion about whether or not the structure size should be reduced. Mr. McIlrath indicated there was no maximum building size in the C-2 (Commercial) zone. Mayor Shepherd expressed his hesitation to limit the size any further. Councilmember Bush wondered why there should be a restriction size if there was not a maximum requirement in the C-2 zone. Councilmember Peterson expressed her desire for more articulation, consistency, and higher standards. Spencer Brimley, Community Development Director, shared context in relation to sizes and pointed out the applicants for the project had imposed design standards that articulated more and broke up the façades which could look better than other commercial buildings. Councilmember Peterson commented she would not insist the size be reduced from 30,000 square feet.

Councilmember Bush questioned his understanding of what language additions and removals were planned for the proposed ordinance. Mr. McIlrath stated based the discussion staff would update the language initially proposed by staff to include the recommendations discussed from the Planning Commission and language suggested by Council regarding the façades. He mentioned the proposed ordinance would be prepared for consideration by the Council following the public hearing scheduled for April 14, 2020.

DISCUSSION ON AMENDMENTS TO TITLE 11, CHAPTER 9, ARTICLE F, SECTION 5, PARAGRAPH I OF THE CLEARFIELD CITY CODE REGARDING PARKING STANDARDS FOR THE STORAGE OF BOATS, CAMPERS, TRAILERS, ETC.

Brad McIlrath, stated the applicant wanted to expand and add some additional mobile home spaces to Cambridge Court Mobile Home Park which would require additional recreational space as well as storage space. He explained the request would not be possible with the current park area and City Code requirements. He reported the applicant would like to have the development standard for boat, camper, trailer, etc. storage in mobile homes parks removed from City Code.

Mr. McIlrath indicated staff had reviewed municipal codes of cities in Weber, Davis, and Salt Lake counties and several of those standards had been included with the packet for the Council's review. Mr. McIlrath noted only those communities with an ordinance were included in the summary. He reviewed the standards in surrounding communities. He indicated, staff was proposing alternative language which would be more specific as to the amount of storage space rather than eliminating it as the applicant had proposed.

Mr. McIlrath mentioned the City currently had four mobile home parks. He stated keeping the regulations in place would be important not only to add an amenity for the mobile home park but also to improve the image of the City by ensuring storage was kept in a specific place.

He reviewed the ordinance proposals from the applicant and staff:

- *Applicant Proposal*
 - I. Parking: See [chapter 14](#) of this title. ~~In addition, space shall be provided for the storage of boats, campers, trailers, etc.; one such space shall be provided for every three (3) mobile home spaces in the park.~~
- *Staff Proposal*
 - I. Parking: See [chapter 14](#) of this title. In addition, space shall be provided for the storage of boats, campers, trailers, etc.; at the amount of eighty (80) square feet of storage space for every one such space shall be provided for every three (3) mobile home spaces in the park.

Mr. McIlrath commented the zoning text amendment had been discussed on April 1, 2020 with the Planning Commission and a recommendation of approval for the text amendment proposed by staff was forwarded.

Councilmember Bush wondered what the property owners would do with the space if there was a reduction to an 80 square foot minimum. Mr. McIlrath responded he didn't know if any of the other mobile home parks in the City would want to reduce the size of their storage areas, but it was important to note there were already minimum requirements in place and there was no obligation to make adjustments.

Councilmember Phipps stated the exiting Code just said space; therefore, defining the size and making it a specific square footage would be more protective. Mr. McIlrath agreed.

Councilmember Thompson said he was in favor of having storage space but questioned what the motivation was for having it be 80 square feet rather than a smaller number. Mr. McIlrath responded after looking at the standards of other communities 80 square feet appeared to be a middle point between the standards in place in Layton and North Salt Lake.

Councilmember Thompson wondered if the mobile home park wanted to add more density. Mr. McIlrath answered yes. He stated based on his estimation if the new ordinance language were adopted the mobile home park would be able add no more than two or three homes.

Mayor Shepherd stated storage space was an amenity for the mobile home park residents. He expressed his opinion that the storage space standard be removed from the Code entirely to allow the additional mobile home units. He indicated that would allow for local control by the property owners or managers of the parks. There was a discussion about the image and aesthetics of the storage trailer parking area, the role of the City in creating standards, the impact on the mobile home park residents if the standard were to be removed, future parking impacts, and the continued desire of the Council to raise the development standards when provided an opportunity.

Councilmember Roper asked if there was a standard that addressed fencing or screening requirements for the storage areas. Mr. McIlrath responded there were none identified in that section of Code and he was not aware of any other standards that would apply related to fencing or screening.

Mayor Shepherd proposed reducing the required storage to 80 square feet but requiring fencing of the storage areas. There was a discussion about a compromise to allow for the reduced square footage of the storage areas but also including language providing standards for mobile home park storage areas to have hard surfaced material and be fully enclosed by an opaque fence to screen the storage from the surrounding mobile home spaces. Mr. McIlrath stated language would be prepared for the Council's consideration on April 14, 2020.

DISCUSSION ON THE FISCAL YEAR 2021 BUDGET

Rich Knapp, Finance Manager, reviewed the budget summary for Governmental Funds and Enterprise/Utility Funds. He mentioned all the numbers were continually changing as revenues, operating expenditures, and capital expenditures were altering the change in available cash. He indicated the budget committee met with each department to identify the requests for expenditures in fiscal year 2021 (FY21) and many that had been initially included had been stricken due to the anticipated effects of COVID-19.

Mr. Knapp reviewed the following personnel expenditure requests for FY21:

- Head count increase for a full-time finance clerk to assist with utility billing alleviating pressures on the Customer Service Center and to follow the auditor's recommendation for additional segregation of duties in the finance department – \$78,000 in total but only a small net effect on the General Fund.

JJ Allen, City Manager, pointed out the finance clerk position was being considered for the FY21 budget; however, wondered if the Council would be in favor of putting the position in place sooner and addressing it with a budget amendment for FY20. There was a discussion about whether or not the Council was comfortable making a head count change prior to the FY21 budget for the finance clerk position; the distorted job market due to COVID-19; and multiple headcount changes that had been cut because they were not affordable at the present time. Councilmember Peterson voiced being in favor of the headcount increase for a full-time finance clerk and doing a budget amendment to fund it sooner than FY21.

Mr. Knapp continued the review of personnel expenditure requests for FY21:

- Increase the part-time Emergency Preparedness Manager from 20 to 25 hours per week - \$5,000
- Increase the Parks and Recreation Commission stipend - \$1,000
- Increase the police recruitment incentive - \$7,500
- Contract excess plan review and inspections - \$30,000 (it would offset the revenue generated for the service)
- Increase from FY20 where only a half year was budgeted for the full-time Community Resource Officer - \$95,000 (full year) half of the expense would be paid with grant funding

Mr. Allen explained the City's building official, Tyler Seaman, was having a difficult time keeping up with the demands of the development activity in the City and all plan reviews and inspections were falling on him. He noted staff determined to explore outsourcing the services to keep up with the increased demands and had just completed a review of the quotes received for contracting services for plan reviews and inspections. He mentioned the need was immediate and an email would be sent to the City Council soon with more details. He indicated it would mean a \$30,000 budget amendment for FY20 to get the help in that area as soon as possible.

Councilmember Phipps wondered why there was an increase to the Parks and Recreation Commission stipend. Eric Howes, Community Services Director, indicated it would be to offset the additional joint meetings with the City Council. Mr. Allen added it would not be an increase to the stipend per meeting, simply cover the cost of additional meetings held.

Mr. Knapp explained the following personnel expenditure requests had been cut for now from the FY21 budget:

- Increase contracted nuisance and abatement - \$25,000
- Personnel contingency (money set aside for instances when someone left the City to offset the leave which had been accrued) - \$100,000

Mr. Knapp pointed out the numbers related to medical insurance had recently been negotiated and it amounted to less of an increase than expected. Summer Palmer, Assistant City Manager, explained United Health Care initially quoted a sixteen percent (16%) increase but after negotiations was willing to partner with the City for another year with a seven percent (7%) increase if the City agreed not to seek for other bids. She stated it was her opinion now was probably not the best time to solicit healthcare bids nor would the City obtain a better offer based on its prior year's activity. Mayor Shepherd stated it would be good to accept the offer from United Health Care and lock in on the seven percent (7%) increase. Councilmember Phipps agreed. There was a discussion about the City's medical insurance services and the levels of employee participation in health incentive programs.

Mr. Knapp reviewed the following personnel compensation expenditures currently in FY21:

- Medical insurance increase of seven percent - \$105,000 (General Fund)
- Merit increase of one percent - \$67,000 (General Fund)
- Pay grade shift / market adjustment varied by position - \$243,000 (General Fund)
- Public Safety URS Tier II required contribution two percent - \$16,000
- Public Safety URS Tier II employer or employee contribution of 2.27 percent
 - Public Safety only - \$17,000
 - Public Employee - \$23,000

Councilmember Phipps expressed his concern related to the timing of budget increases for compensation based on the compensation study. He felt it was not something to consider with the current economic uncertainty related to the worldwide pandemic. Mr. Knapp stated the budget increase for compensation in FY21 was planned as a 2.1 percent increase from FY20 but wondered if Councilmember Phipps was thinking it should be flat. Councilmember Phipps expressed his opinion it should be flat. He said he was fine with the one percent merit increase

for now, but once the dust settled and the future stabilized then the compensation study recommendations could be revisited and discussed further. Mr. Allen indicated the department heads had discussed keeping it in the budget but waiting for implementation until January 1, 2021 rather than July 1, 2020. There was a discussion about how to structure and implement the market adjustment and whether the budget was conservative enough given the unstable market. Mayor Shepherd and the Council expressed mixed feelings about whether or not to keep the \$243,000 budgeted for the market study included or strike it until the topic could be revisited at a future date. Mr. Knapp commented there was still time before a decision needed to be made on the matter because if the City were to pursue a truth-in-taxation process it would have until August to approve the budget, otherwise the deadline for budget approval was in June.

Ms. Palmer highlighted the increasing contribution required for URS Public Safety Tier II retirement of two percent. She pointed out there was a 2.27 percent increase for URS Tier II employees which could be picked up by either the employer or employee. She acknowledged there were both public safety and public employees within the organization at the Tier II retirement level and expressed her opinion all employees should be treated equally within the organization so if the City picked up the contribution for public safety it should do it for all Tier II employees. Mr. Allen commented if the City choose not to contribute the 2.27 percent for public safety it would be difficult to retain good officers in such a competitive field. The Council appeared to be in favor of the City contributing the \$56,000 in total for the Public Safety URS Tier II contributions in FY21.

Mr. Knapp indicated there was an option for head count reduction not previously mentioned. He indicated an offer was made for the staff engineer position but the City could rescind that offer and have budget savings to the General Fund. The consensus of the Council was to keep the staff engineer position.

Mr. Knapp reviewed the metrics used for the measurement of sustainability and security. He explained the numbers were always changing; however, the total operating revenue minus the total ongoing expenditures and debt had a net ongoing surplus of \$7,592 which could be higher if the increases based on the market study were not included in the budget. He indicated the City was could sustain just over two months of operating expenses with its reserves. He pointed out that the City was in a good position and it helped provide a measure of security for times of uncertainty like those currently being experienced.

Mr. Knapp commented it was difficult to project the revenues and the budget assumptions were as close as could currently be determined. He reviewed the historic General Fund balances. He highlighted the budgeted FY21 top fifteen revenue sources, but stated all data was estimated prior to COVID-19. He pointed out that the sales tax projections would be reduced. He explained the property tax revenues had been estimated based on maintaining the tax rate. He reviewed the scenarios of maintaining the rate as the City's General Obligation (GO) bonds expired.

Councilmember Phipps asked if the revenue from the Clearfield Aquatic and Fitness Center (CAFC) presented had reflected the anticipated reduced revenue as a result of the COVID-19 pandemic. Mr. Knapp stated it had not been reduced because he had assumed the CAFC would

be open by July 1, 2020; however, the revenues of FY20 would be heavily impacted because of the CAFC shutdown.

Councilmember Phipps expressed his objection to maintaining the property tax rate at 0.001437 in such difficult economic times. He explained maintaining the rate for the GO Bond was understandable because those revenues would be necessary for the Mabey Place project and the net effect on the taxpayer would be zero. Mayor Shepherd expressed his concern that without maintaining the rate the City would dig itself into a hole. He expounded there was not a lot of growth and the City had not maintained the rate for three years; therefore, he would be hesitant in not maintaining it for the coming budget year. Councilmember Thompson stated he was in favor of maintaining the rate last year but unsure about it for the coming budget year because of the unprecedented economic times being experienced. Councilmember Bush indicated he was always in favor of maintaining the property tax rate because it was not a property tax increase but a property value increase that benefited every property owner in the City. He reiterated it was not a tax increase and the rate in 2016 was 0.0018, then in 2020 it was 0.001148, so for FY21 maintaining the rate at 0.001437 would be a rate in the middle range. There was a philosophical discussion about whether maintaining the tax rate should be considered a tax increase or not.

Councilmember Peterson stated the increase per household had been estimated at \$11 for the year if the tax rate were maintained. She continued after the review of what expenses the City would need to set aside for FY21 and knowing the amount of money in the General Fund, her concern was about impact on the residents if there was a loss of service because of a lack in revenues. She reasoned it would be important to weigh out where the most impact on residents would be felt, whether in potential lack of services or the nominal increase per household. Councilmember Roper commented everyone was a stakeholder. He expressed his opinion the City would need to maintain its property tax rate for the coming budget year. Councilmember Peterson added it might appear to be the wrong time to hold the rate, given the economic conditions; however, sacrificing and working together to keep basic government services going did not seem unreasonable. She continued the City was trying to cut back in some areas, but there was an added responsibility to provide basic needs in a crisis. She expressed her worry about putting the City in a position that would create a hardship in recovering. Councilmember Thompson commented he had advocated for taking growth in the past but was inclined to look at things from the view of the current economic climate for the coming budget year. Councilmember Phipps reminded the Council that fluctuation in sales tax had the largest impact on revenues which was also concerning during times of uncertainty.

Mayor Shepherd expressed his opinion that the City should follow the example of other communities and hold a truth-in-taxation public hearing to determine whether to maintain the tax rate or not because it would allow more time and perhaps more insight into the economic impact of the current environment. He indicated with the late hour the remaining items planned for the budget discussion should be reserved for discussion at the next meeting.

Councilmember Bush pointed out a few of the projects that the Council should consider when reviewing materials for the next meeting. He identified one of the projects for a waterline on State Street had a question mark about the possible use of impact fees for funding. He expressed his opinion that if impact fees could be used for that project they should be used. He suggested

PARAT Tax revenue should also be used for some of the parks projects such as Center Street Restroom and also Kiwanis Park. He commented there was a possibility of getting a donation from the Kiwanis Club to help offset some of the project costs at Kiwanis Park.

Councilmember Thompson moved to adjourn at 9:30 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.

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 14, 2020

No physical meeting location was available. The meeting was held electronically via Zoom Meeting address:

Zoom Meeting
<https://zoom.us/j/859307858>
Meeting ID: 859 307 858

PRESIDING VIA
ZOOM MEETING:

Mark Shepherd

Mayor

PRESENT VIA
ZOOM MEETING:

Kent Bush
Nike Peterson
Vern Phipps
Tim Roper
Karece Thompson

Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

STAFF PRESENT
VIA ZOOM MEETING:

JJ Allen
Summer Palmer
Stuart Williams
Kelly Bennett
Adam Favero
Eric Howes
Curtis Dickson
Spencer Brimley
Brad McIlrath
Rich Knapp
Lee Naylor
Trevor Cahoon
Nancy Dean
Wendy Page

City Manager
Assistant City Manager
City Attorney
Police Chief
Public Works Director
Community Services Director
Community Services Deputy Dir.
Community Development Director
Senior Planner
Finance Manager
Accountant
Communications Coordinator
City Recorder
Deputy Recorder

VISITORS: Shirley Cooper-Aguilar, Michael Henry

Mayor Shepherd called the meeting to order at 6:04 p.m.

DISCUSSION ON THE FISCAL YEAR 2021 BUDGET

Rich Knapp, Finance Manager, stated the last budget discussion on April 7, 2020 had reviewed the metrics of sustainability and security. He reviewed the scenario of maintaining the certified tax rate with the Council. He stated the estimated figure of \$11 per household per year increase on property tax was calculated on the estimation of a six percent increase in property valuation. He explained if the property valuations were not increased then the tax rate would not go up and

the average household would see zero change. Mayor Shepherd commented property values had not seemed to be affected by the pandemic so based on last year there should still be a significant increase. JJ Allen, City Manager, mentioned if the City were to recapture the General Obligation (GO) bond portion of the property tax it would be necessary to go through the truth-in-taxation process. He explained there would not be any property data provided from the County until June so the household increase had been estimated based on historical data. Mr. Knapp suggested the timetable for budget adoption would be based on whether or not the Council was planning to go through the truth-in-taxation process.

Councilmember Thompson expressed his understanding the reason for truth-in-taxation in FY21 was to allow for more time in the budgeting process to better understand the economic impacts of the pandemic. Mr. Allen stated it was one of the strategies for holding truth-in-taxation but another would be to secure additional property tax revenue and for recapturing at the very least the GO Bond payment portion of the certified tax rate. Mr. Allen noted the FY21 budget would have major impacts if property taxes for the GO Bond portion were not recovered through truth-in-taxation. Councilmembers Bush and Roper voiced support for truth-in-taxation to maintain the certified property tax rate. Councilmember Phipps stated he was convinced maintaining the rate for the GO Bond portion would make sense because it would help to repay the City's bond acquired for the Mabey Place redevelopment; however, his opinion on any other levy had not changed; he was opposed.

Councilmember Thompson asked what the difference would be in tax dollars from FY20 to FY21. Mr. Knapp answered if truth-in-taxation was held and the rate were maintained it would result in an increase of \$499,000 in revenue to the General Fund for FY21; however, if the rate were maintained for the GO Bond portion only the increase would be \$361,000 in revenue. Mr. Allen added if the average household increase were \$11 per year, the rough projection amounted to an additional \$136,000 of new revenues above the GO Bond portion of the rate.

Councilmember Thompson wondered what the breakdown percentages were for property tax revenues and what portion came from residential properties. Mr. Allen highlighted the chart sent to the Council by email which showed roughly 41 percent of the property tax revenues were from residential sources. He explained that 41 percent could be applied to property tax revenues to determine the portion of the levy attributed to residential; accordingly, 59 percent could be the portion of the levy from commercial and industrial, business personal, and centrally assessed property owners. He elaborated centrally assessed properties were those utilities or railroad properties that operated as a unit but values were set and apportioned to Clearfield based on what existed within the municipality boundary. There was a discussion about property tax values, estimations, the City's obligation for the GO Bond payment, and truth-in-taxation.

Mr. Knapp indicated his understanding was the Council seemed favorable to holding truth-in-taxation to recapture the GO Bond portion of property tax in FY21; however, the future debate would be whether or not to capture the portion of the tax rate for future growth. Mayor Shepherd responded that was correct.

Mr. Knapp reviewed the General Fund estimated revenues used in preparation of the FY21 budget. He mentioned revenues were estimated on historical data and highlighted any change in revenue from FY20 for the following sources:

- Licenses and permits (building permits were difficult to project) - \$377,200 no change

Councilmember Phipps questioned if there was any reduction in development anticipated because of the pandemic. Mr. Allen responded there had been no indication of a reduction and the development projects in the City were continuing to move forward. He explained the difficulty in planning for building permit revenue was due to uncertainty in knowing when developers would be ready to obtain permits. There was a discussion about the potential projects that could be ready for permits in FY21 and some of the current development projects underway.

Mr. Knapp continued with the review of revenues planned for FY21.

- Inter-Governmental
 - Increase of \$25,000 to Class C Roads (fuel tax)
 - Increase of \$96,000 to County Transportation (local fuel tax)
- Charges for Services
 - Increase of \$42,000 for Plan Check Fee to match historic data
 - Decrease of \$100,000 to Clearfield Aquatic and Fitness Center (COVID-19 impact uncertain)
 - Projected \$1.2 million for FY20 before shut down
 - Net increase of \$23,000 to Recreation (COVID-19 impact uncertain)
 - Decrease of \$20,000 to Recreation based off historic data
 - Increase of \$43,000 for Home School rental revenue

Councilmember Phipps requested further understanding about the decreases. Mr. Knapp explained the revenues for the Aquatic and Fitness Center (CAFC) and recreation were based on if things were open and functioning as normal by July 1, 2020; however, if operations did not resume by that date there would be additional impacts on revenues. He noted historically the revenues for CAFC and recreation programs had decreased; therefore, the review and any implementation of the fee study recently conducted for the Community Services department could change the actuals.

Councilmember Phipps asked if the intent would be to discuss the fee study and roll out updates to the fees and then adjust the budget numbers for FY21. Mr. Howes, Community Services Director, responded a joint meeting with the Parks and Recreation Commission was planned for May 19, 2020. He pointed out once the Council had reviewed the recommendations and settled on a plan for implementation then staff could move forward with any changes.

Mr. Knapp continued the review of the revenues budgeted for FY21.

- Fines and Forfeitures
 - Decrease of \$5,000 in Fines/Forfeitures
 - Increase of \$6,000 to Code Enforcement Fines
- Miscellaneous Revenue
 - Decrease of \$38,000 to Donation Revenue – the amount always matched Aquatic equipment replacement

- May need to reconsider Investment Earnings
- Contributions and Transfers
 - Decrease of \$30,000 in Administration Transfers from the CDRA

Mr. Allen explained as the project areas of the Community Development and Renewal Agency (CDRA) neared end of life there would be less resources available to transfer to the General Fund and in theory there would be less administration as well.

Mr. Knapp reviewed the Enterprise revenues anticipated from utility rates.

- North Davis Sewer District – no increase
- Wasatch Integrated – no increase
- City Utility Increase beginning January 2021 based on the study done previously and good through 2025:
 - Water Base Fee – 3 percent increase
 - Sewer – 2 percent increase
 - Storm – 5 percent increase
 - Total \$0.95 per month or \$11.41 for the year
- Garbage and Recycling Collection fee increase of 3.2 percent beginning July 2020 to the City
 - The fuel protection clause had a net decrease to all containers of \$0.03
 - Additional trash container up \$0.08 cents (City loss of \$0.36 per month, per can)
 - Recycling increase of \$0.14 (higher if Wasatch Integrated Facility was not online by July 1)

Mr. Knapp mentioned the City's cost for the additional trash container from Waste Management was \$7.86 in contrast to the City's fee charged residents monthly of \$7.50. He questioned if the Council would be in favor of increasing the rate so the City was not taking a loss on the additional cans. Mr. Allen pointed out adjustments would need to be made to the Consolidated Fee Schedule if the Council was interested in reducing the annual loss to the City for the additional trash can. The consensus of the Council was to increase the rate charged for the additional garbage cans so the City was no longer taking a loss. Mr. Knapp wondered if the Council would like to increase the fee to \$7.90 or an even \$8.00 to account for the increase in 2021. Mayor Shepherd recommended the fee be increased to \$8.00 and there was no disagreement voiced from the Council. There was a discussion about the correlation between Wasatch Integrated services and the fees charged by Waste Management for recycling. Councilmember Bush wondered if the \$8 fee for additional trash cans could be implemented on July 1, 2020 rather than waiting until January 1, 2021. Mr. Allen suggested if the utility rates were changed it could be good to implement them all at once.

Councilmember Peterson arrived electronically at 6:40 p.m.

Mr. Knapp highlighted the estimated revenues allocated for street projects in FY21. He explained the Capital Road Plan recommended \$500,000 of surface treatment per year; however, historically in the prior three years only \$400,000 had been budgeted. He stated staff proposed to increase the budget for surface treatment \$100,000 in FY21 to \$500,000. He continued there was a new proposal to set an additional \$500,000 aside for future projects. He commented the

numbers could be adjusted later and better aligned to revenues received from B and C Road Funds and County Transportation funds.

Councilmember Phipps asked why there was a proposal to set aside funds and if there were specific projects planned for use of those funds. Mr. Knapp answered there were many projects planned for over the next ten years and some of those might be completed with the set aside funds. Adam Favero, Public Works Director, commented the set aside funding could be the contingency money for the 500 West Roadway Expansion Project; however, there was other potential funding sources for that project as well. Mr. Knapp said that could be an option if the Council decided to use it for that purpose. He explained street expenditures needed to be higher than the revenues so the set aside money would show as an expenditure but the money would be put towards future projects. There was a discussion about the scenarios where setting aside funding could be useful for future projects.

Mr. Knapp reviewed major new capital projects budgeted for streets in FY21. He indicated there were some projects which would be split between multiple funding sources.

- 975 South 1480 West Reconstruct - \$1.58 Million
 - \$280,000 - Streets, \$666,000 - Water, \$518,000 - Sewer, and \$117,000 Storm

Councilmember Phipps requested staff identify how the City selected projects to fund for a given year in certain areas when other roads might appear to have needs and not be scheduled for updates. Mr. Favero explained there were many factors which determined the selected roads including when areas of the City were seeing problems with water or sewer lines. He added if the City needed to excavate the road for other issues it was helpful to have roadway funds so road issues could be addressed as well.

Councilmember Phipps wondered if the project on 975 South 1480 West had other related issues since the costs were distributed among multiple funds. Mr. Favero confirmed it was and said there had been many water leaks in that area. Mr. Allen mentioned the project selection process was true for all of the City's systems. He noted staff and engineering reviewed the systems and then determined where the pressing needs were and if there was any overlap on a given street it made sense to tackle all the work as a comprehensive project. Mr. Knapp provided some background as to how projects were selected for prioritization and budgeting. Councilmember Phipps thanked staff for the explanations.

Mr. Knapp continued with the review of major new capital projects for streets.

- Island View Park Streetlights, along 1800 South from Main Street to 200 East - \$46,000

Councilmember Bush wondered if the lights were for the park. Mr. Favero answered the lights were not for the park but for the street along 1800 South. Mr. Allen commented the project came to staff as a recommendation from Council because there were currently no streetlights on that road. Councilmember Peterson stated safety had been a challenge in the area and she supported the project. Chief Bennett indicated he fully endorsed the streetlight project.

Mr. Knapp continued with the review of major new capital projects for streets.

- Davis Weber Canal Crossing at University Park Boulevard Reimbursement - \$20,000

- Sips Development 1000 East State Street project - \$13,300
 - \$7,300 Streets, \$6,000 Storm

Mr. Allen explained Sips planned to build and had asked the City to reimburse costs for work performed to straighten curb and gutter and asphalt along 1000 East from about Wendy's parking lot to the intersection. Councilmember Bush asked if the cost to the City was only a portion of the total cost involved. Mr. Allen confirmed it was a portion not the total cost.

Mr. Knapp explained the next major new capital project was proposed for water projects. He noted if the project was not in the Water Capital Project Plan it might not be eligible for impact fees.

- State Street Phase 2 – 1000 South to 1000 East 10 inch waterline - \$500,000
 - Not part of the Clearfield Station Project

Councilmember Phipps stated he understood there would be some realignment of State Street as part of the Clearfield Station Project and wondered if that project should be coordinated with the realignment. Mr. Allen acknowledged years ago there was some discussion about a realignment for 1000 East in conjunction with development at Clearfield Station but that was no longer the case so the project could proceed on its own and no coordination was necessary.

Councilmember Thompson asked if capacity was the reason for the project. Mr. Favero answered the waterline currently had a four inch (4") line and more capacity was needed plus it had outlasted its lifespan. Mr. Allen commented the budgeted project would be Phase 2 of the project. He indicated Phase 1 of the project would install a new ten inch (10") waterline from 450 South to 700 South. Mr. Favero acknowledged Phase 1 would be bid in FY20.

Councilmember Bush moved to adjourn the work session and reconvene in policy session at 6:58 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

The meeting reconvened at 8:15 p.m.

Mr. Knapp backtracked to review the costs associated with Waste Management for clean-up dumpsters. He explained the City was currently offering the neighborhood clean-up program where residents could obtain a dumpster for a fee of \$50 then the City subsidized the remainder of the cost which would be close to \$150 or \$200 in FY21 depending on the weight. There was a discussion about the service, numbers of participation, expenditure increases, and whether or not the City should raise its rates for dumpsters fees. The consensus of the Council was to raise the fee to \$75 which would help recover some of the costs but allowed a reduced price for residents that might not have other options available for cleanup efforts. Mayor Shepherd directed staff to work the new numbers into the FY21 budget.

Mr. Knapp reviewed the major new capital projects for sewer.

- G Street Sewer Phase 4 additional - \$335,000
 - All phases together were budgeted at \$1.2 million

He continued highlighting the major new capital projects for storm. He explained the storm funds would be completely maxed out from the project; however, there would be funds for operations but no more cash on hand for future projects until more cash was acquired.

- H Street Phase 1, 2, 3, and 4 – add \$527,000 for phase 3 and \$880,000 for Phase 4

There was a discussion about storm funds regarding the reduction of cash on hand; contingency or emergency fund options if there was a need; historical annual operating expenses; and that the largest use of the monies was for capital projects. Mr. Knapp stated no new projects would be recommended for storm funds until cash on hand could be collected. He indicated there were some things that had not been fully vetted, but there was the possibility if all monies in the storm fund were utilized it could impact Phase 3 of the Maintenance Operations Center (MOC) which currently identified a need for storm funds toward that project.

Mr. Knapp stated the FY21 budget was proposed to have an additional \$30,000 for more MOC yard pavement in Phase 2. He explained the amount would be split out of five funds, \$6,000 each from the general fund, water fund, sewer fund, storm fund, and garbage fund. He stated the design proposed MOC Phase 3 would add \$200,000 which would be split between the same five funds for \$40,000 each.

Councilmember Phipps requested more details about what was included with Phase 3. Mr. Favero answered it would consist of the construction of a new utility maintenance and mechanics shop building; construction of new parking and paving; demolition of the existing mechanics shops; and construction of a new fence and automatic gate. There was a discussion on how the project could be funded or further evaluated should cash on hand be a concern which included the possibility of bonding if it was opportunistic due to lower interest rates or if there would be a break in construction costs due to the economic times.

Councilmember Phipps wondered if this would be the final phase. Mr. Favero confirmed it was. Mr. Knapp acknowledged costs were higher than anticipated.

Mr. Knapp moved on to reviewing FY21 major capital projects for buildings. He explained if a project had a strikethrough then it had been pulled from the budget that had been included with the agenda packet previously.

- ~~CAFC: lap pool liner - \$110,000~~
- CAFC: lap lane markers - \$6,000

Councilmember Phipps asked if there would be a greater risk or cost associated with waiting to replace the lap pool liner. Mr. Howes responded the project was removed from the FY21 budget proposals because the CAFC could not afford another shut down as it was currently experiencing due to the pandemic in order to replace the liner in 2020. He stated staff felt it would be best to replace the liner in FY22 during the regular shutdown in the fall of 2021 so the project could wait until next year's budget. Councilmember Phipps appreciated the explanation for the delay. There was a discussion about work having been done during the current facility shutdown in hopes of avoiding another shutdown in the fall of 2020.

Mr. Knapp continued reviewing the FY21 major capital projects for buildings.

- CAFC: Natatorium blinds - \$35,000
- CAFC: Plexiglass for pool toy rather than netting replacement - \$10,000
- CAFC: Master Plan - \$20,000

Mr. Howes explained the master plan would be to hire an architectural firm to look at the CAFC and recommend upgrades and plans for the future. Councilmember Phipps wondered if the recommendations would be for structural or usage purposes. Mr. Howes responded potentially both. He acknowledged the intent would be for the center to service the entire family and a master plan could help guide the future of the facility. There was a discussion about increasing the usability of the facility, the possibility of recommendations for structural changes, and obtaining professional advice for future programming and uses. Councilmember Peterson voiced her support of the capital project even during the current economic downturn because it could be valuable data used in future decision making. Mr. Knapp pointed out revenues had been decreasing at the CAFC so a master plan could help keep it more marketable. He recommended before the Mabey Place bond repayment were due, the money obtained by maintaining the GO Bond portion of the property tax rate could be used for making updates to the CAFC or as a means to afford proposed changes that were recommended in a master plan. Councilmember Phipps expressed his opinion that was a good idea.

Mr. Knapp reviewed additional major capital projects for buildings.

- City Hall: Common area painting project - \$150,000
 - Public lobbies, Council and Court Chambers
- Arts Center: First floor renovation set aside - \$150,000
 - Total of \$300,000 cost split between FY21 and FY22 work being completed during the summer of 2021.

Mr. Knapp continued reviewing major new capital projects for parks.

- Kiwanis Park: Resurface basketball and tennis courts - \$25,000
- Fisher Park: Resurface basketball court - \$15,000
- CAFC driveway island: create hardscaped walking and landscaping - \$20,000
- Skate Park: Replace lighting at Skate Park or Steed complex LED - \$150,000

Councilmember Bush asked whether there were a greater need for lighting replacement at the Skate Park or Steed Park. Mr. Howes responded the skate park had more hours of lighting so it would see the most savings. He said the existing poles could be used at either place but was not sure if \$150,000 would be enough to cover the lighting project at Steed Park. Councilmember Peterson voiced her recommendation for the Skate Park lighting over Steed Park to have the most cost savings. Councilmember Roper agreed and suggested the Steed Park lighting be placed in FY22 budget. There was a discussion about advantages for light replacements which included electrical cost savings, reduced maintenance costs, and a reduction in spillover lighting to the neighborhoods. Councilmember Phipps asked if the Steed Park lighting project would be next. Mr. Howes indicated it was at the top of the priority list.

Mr. Knapp continued with proposed FY21 major new capital projects for parks.

- Central Park: add restroom - \$90,000

Councilmember Bush asked if the water and sewer hookup work was included in the costs. Mr. Howes indicated it was included. Councilmember Phipps questioned if any of the proposed projects were using PARAT tax revenue. Mr. Knapp responded no. Councilmember Bush expressed his opinion it would be a great project for PARAT tax revenue.

Mr. Knapp continued with proposed FY21 major new capital projects for parks.

- Replace playground at Kiwanis Park - \$65,000

Councilmember Bush reported there was the possibility of obtaining a donation from the Kiwanis Club towards the playground equipment for Kiwanis Park. He added the project would be a great consideration for PARAT tax revenue also. Mr. Howes commented the Kiwanis Park playground replacement project was selected because it was in the most need of updates and General Fund revenue was planned for it as a part of the City's strategy to improve one park each year. Councilmember Peterson agreed with Mr. Howes that the project should be funded with the General Fund revenues and felt it would keep the City on a good replacement schedule. She added any Kiwanis donations would be a great benefit as well.

Mr. Knapp indicated the Cemetery expansion project might have been removed from the proposed FY21 budget. Councilmember Peterson asked if the project had been phased as discussed previously. Mr. Howes explained the first phase for the design had been completed and the engineer's estimated total cost for the project was \$500,000. He reported \$250,000 had been budgeted in FY20. Mr. Allen mentioned it had been discussed during budget meetings to delay the project's completion until summer of 2021 and bridge two budget years instead of FY20/FY21 it would be FY21/FY22. He pointed out it would not make a difference to the FY21 budget but a delay could help the year end fund balance of FY20 and the beginning fund balance for FY21. Councilmember Peterson voiced that suggestion would be prudent.

Mr. Knapp highlighted some of the items which had been cut from the FY21 budget for now that might be restored later depending revenue actuals.

- Veteran's Monument - \$100,000
- City Hall multi-purpose room A/V replace - \$26,000
- CAFC daycare counters and facing - \$6,500
- City Hall replacement of appliances - \$15,000
- City Hall tile re-grout - \$8,000
- City Hall west entrance renovation - \$250,000
- CAFC concrete leveling project - \$20,000
- CAFC natatorium area wooden doors replacement \$7,500

Councilmember Phipps indicated the Veterans Monument had been discussed for years and he would like to see that project completed. Mr. Allen asked if there was another or multiple projects which should be cancelled to prioritize the Veterans Monument. Councilmember Thompson wondered why there was such a great cost for the project if it was proposed for the City Hall roundabout. Curtis Dickson, Community Services Deputy Director, itemized some of the proposed modifications and upgrades necessary to recreate the area as a Veterans Monument. Councilmember Peterson agreed it seemed the project was always getting rejected and would be tough to put it off another year. She pointed out the City Hall interior lobby painting project was

roughly the same price so suggested it could be pushed back or possibly another to keep the Veterans Monument in FY21. There was a discussion about the project costs, the process of scrutiny by staff over the projects proposed in the budget as well as those cut temporarily, and the ability for the Council to reprioritize projects. Councilmember Roper voiced his opinion on the importance of caring for existing facilities over building a monument. Mayor Shepherd commented the Veterans memorial in Layton City did not get visited as much as anticipated and wondered if it was a necessity for every city to have its own monument. Mayor Shepherd expressed his opinion that in a year of budget crunching it might be difficult to explain to residents why the City was building a Veterans Monument instead of caring for the maintenance of existing facilities.

Councilmember Phipps mentioned the Skate Park lighting project might also be dispensable and reprioritization would be necessary to select those projects which were of the highest priority. Mayor Shepherd expressed his opinion that the Skate Park lighting could be cut and replaced with the City Hall west entrance step replacement project because it was much needed. He indicated there were many projects on the list and suggested moving further discussion to another evening.

Mr. Allen recommended members of the Council contact him individually with suggestions for projects that should be cut or postponed to allow for the Veterans Monument or other projects of priority. He pointed out all of the projects on the list were proposed to be cut and restored later if the funding became available.

Mr. Knapp indicated there were just a few more slides in the budget presentation that had not been discussed but those could be addressed during the next work session in addition to the new material that had been emailed to the Council. Councilmember Peterson requested the information be provided to the Council for the budget discussion prior to the meeting to allow time for its review. Mr. Knapp responded all the planned items for discussion had already been sent. She apologized stating she thought he had new material that had not yet been distributed. He replied the only new item was the updated presentation which included six additional slides not provided with the original presentation.

Councilmember Peterson moved to adjourn at 9:15 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 21, 2020

No physical meeting location was available. The meeting was held electronically via Zoom Meeting address:

Zoom Meeting
<https://zoom.us/j/91825687373>
Meeting ID: 918 2568 7373

PRESIDING VIA
ZOOM MEETING:

Mark Shepherd

Mayor

PRESENT VIA
ZOOM MEETING:

Kent Bush
Nike Peterson
Vern Phipps
Tim Roper
Karece Thompson

Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

STAFF PRESENT
VIA ZOOM MEETING:

JJ Allen
Summer Palmer
Stuart Williams
Kelly Bennett
Adam Favero
Eric Howes
Curtis Dickson
Spencer Brimley
Brad McIlrath
Rich Knapp
Trevor Cahoon
Nancy Dean

City Manager
Assistant City Manager
City Attorney
Police Chief
Public Works Director
Community Services Director
Community Services Deputy Dir.
Community Development Director
Senior Planner
Finance Manager
Communications Coordinator
City Recorder

VISITORS: Chris Uccardi – Planning Commission Chair, Nicholas Waite, Karen Blackwood, Jeff VanderToolen, Emilee Brooks, Brogan Fullmer, Bradley Greer, Bobby Austin

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

PLANNING COMMISSION INTERVIEWS

The City Council interviewed Nicholas Waite, Karen Blackwood, Jeff VanderToolen, Emilee Brooks, Brogan Fullmer, Bradley Greer, and Bobby Austin to fill vacancies on the Planning Commission.

DISCUSSION ON THE PLANNING COMMISSION VACANCIES

There was a discussion about the candidates who had been interviewed and how to fill the current vacancies on the Planning Commission. Mayor Shepherd complimented the quality of the candidates. There was a discussion about the current vacancy left by a member of the Youth Commission and the timing for appointment of a liaison for the Planning Commission. Councilmember Peterson suggested waiting to fill that position until Ruth Jones moved in June so that the additional alternate position could be used to plan for the upcoming vacancy. She added it was the time of year that the Youth Commission was rebuilding because of high school graduation so it would also allow additional time to evaluate opportunities for individual members of the remaining group.

Spencer Brimley, Community Development Director, noted a regular member was currently available. He mentioned staff was recommending David Bloomfield, alternate member, be appointed to fill the regular position vacancy which would then leave two or three alternate positions open depending on the Council's recommendation for the Youth Commission liaison vacancy. He pointed out if a third alternate were appointed it could prepare a candidate for the regular position when Ruth Jones moved and allow transitioning time for the Youth Commission. The consensus of the Council was to consider Karen Blackwood, Brogan Fullmer, and Bobby Austin as alternate members of the Planning Commission.

Nancy Dean, City Recorder, questioned if the Council was comfortable inquiring whether or not the candidates not selected at this time would be willing to keep their applications on file for future contact if the Planning Commission had a vacancy. The consensus of the Council was to hold those applications in case there were additional vacancies on the Planning Commission. There was a discussion about ranking candidates that were not selected at this time and Nicholas Waite and Emilee Brooks were those suggested as top ranking for any future considerations.

Mayor Shepherd recommended Eric Howes, Community Services Director, reach out to Jeff VanderToolen as a potential candidate for the Parks and Recreation Commission.

DISCUSSION ON AN AGREEMENT WITH THE DAVIS AND WEBER COUNTIES CANAL COMPANY REGARDING THE ADMINISTRATION, OPERATION, AND MAINTENANCE OF TRAILS

Eric Howes, Community Services Director, stated the original agreement for the development, administration, operation, and maintenance of recreation trails on canal company property was executed on May 11, 1999 between the Davis and Weber Counties Canal Company, Clearfield City and Layton City. He explained although there were a few years remaining on the original agreement, the canal company had requested the City work with them to update and approve a new agreement for the future.

Mr. Howes acknowledged in the original agreement, the City was responsible for the costs and construction of the Canal Trail. He continued the City also assumed the responsibility of the maintenance of canal company property along the canal corridor in exchange for the use of the property for the trail. He noted the canal company was to be responsible for any damage to the trail

associated with upgrades or maintenance of the canal conveyance. He stated the contract renewal negotiations had been going on for about a year and the only real change was in Section 3 of the agreement.

Mr. Howes mentioned the only change to the agreement would require the City to work with the canal company on the design and development of any new sections of trail. He pointed out the only remaining section for trail undergrounding and connection would be from 200 South to 300 North. He explained the intent of the agreement change was to ensure that new trail sections were designed and constructed in such a way as to keep the trail at least ten feet from the conveyance when possible to limit the potential for damage to the trail caused by the canal company during maintenance and construction projects. He asked if there were any questions about the proposed agreement.

Councilmember Bush wondered if the agreement that was currently in place did not include the section of trail from 200 South to 300 North. Mr. Howes responded both the old and new agreements covered all of the canal property. He reiterated the only addition to the new agreement would require the City to work with the canal company on any placement of trails on canal property which would include the undeveloped sections of the Canal Trail.

Councilmember Bush questioned if the canal company would allow the City to place landscaping or benches along the trail. Mr. Howes answered it would and as any new sections were developed it would but it needed to be coordinated with the canal company.

Councilmember Bush asked if the canal company would remove the fencing so the trail could be walked used in the vicinity of 500 East. Mr. Howes acknowledged it would be the City's responsibility to remove any fencing but the canal company would allow for it in order to obtain access to trails.

Mr. Howes suggested if the Council was comfortable with the agreement it would be on the policy session agenda for consideration on April 28, 2020.

DISCUSSION ON THE FISCAL YEAR 2021 BUDGET

JJ Allen, City Manager, commented on the furlough of part-time staff and operational cuts that were being currently implemented in fiscal year 2020 (FY20) due to the pandemic. He pointed out those were necessary steps but it did not mean the steps being taking for the FY21 budget needed to start over. He explained during the previous two work sessions staff had covered the FY21 budget recommendations from staff and all remained valid. He noted once there was a better understanding of the big picture for revenue, some of the details could be reviewed in future budget discussions in preparation for the adoption of the tentative budget.

Councilmember Phipps questioned where staff anticipated standing in the current fiscal year and if it had changed. Mr. Allen responded if the question was referring to any changes in the fund balance as projected for the end of the fiscal year, then staff did not anticipate ending up where it had planned prior to COVID-19. He reported there would be an impact to revenue streams for the Aquatic Center and recreation; as well as, other revenue streams such as sales tax, Class C Road funds, Energy Use Tax, but the data was not available yet to assist in predictions. Mr.

Allen said one benefit for the City was the sales tax revenue had been well above the projections at the end of 2019 and hoped it would end up a little better than what was originally projected, but the impacts of COVID-19 to other sources of revenues were uncertain as to the effect on the year end fund balance.

Councilmember Phipps clarified he thought the projections for the year end fund balance had included those employees that were furloughed. He understood the intent of the furlough was a cost savings and wondered if the net effect would be appreciable. Mr. Allen responded it would be a partial offset to the loss of revenue but the City would need to use some of its reserves to make up the shortfall. Rich Knapp, Finance Manager, stated the department heads had identified many operational expenses that could be cut in addition to the savings from furloughs but all those things identified had not yet been calculated to see what effect there would be on the City's measure of security or two months of operating cash on hand.

Councilmember Peterson questioned what the bleed rate per week was with the furloughs. Mr. Knapp answered in general it would be about \$24,000 per week. He added if nothing changed by the end of June it would total \$225,000. He continued operational savings were continuing daily so things could end up better than the \$225,000 anticipated.

Councilmember Peterson asked how many employees had been furloughed and what percentage of wages would still have to be covered through unemployment. Mr. Allen responded the furlough accounted for seventy percent of employees and accounted for most of the part-time staff. He explained there was extensive discussion with executive staff about the furloughs but overall the administration tried to be uniform in the approach even though it would be hard. He mentioned the only exception to part-time employee furloughs was keeping the part-time personnel in the dispatch center rather than paying overtime to full-time employees for the needed coverage.

Councilmember Bush wondered what the City would be doing to assist the building inspector and if a part-time position was being considered to offset the immediate workload. Mr. Allen updated the Council that Tyler Seaman, Building Inspector, resigned for a better opportunity would be leaving in the next few days. He mentioned currently there was not anyone on staff with the expertise or ability to review plans or do inspections; however, Scott Hodge, former employee and certified inspector, was offered a position to fill the temporary need. He explained inspectors were in high demand and the City would likely have to pay a premium in future recruitment for that position.

Councilmember Phipps questioned if 15 percent sales tax reductions were adequate projections for the FY21 budget or if there was any level of precision that could be used to determine what should be estimated. Mr. Allen responded the estimations for April, May and June of FY20 were determined at a 20 percent reduction of sales tax revenue; however, in FY21 it was anticipated there would be some reopening of the economy so only a 15 percent reduction was factored into the estimation. He reported there were other cities that were more pessimistic than Clearfield because some had more retail presence. Mr. Allen explained the formula for sales tax revenue was based on population and point of sales, so Clearfield received a portion of its sales tax revenue based on its large population. Mr. Knapp stated the first few months of FY21 could see a

twenty-five percent (25%) decrease in sales tax revenues; however, the budget was estimated on the net for the whole year and staff felt the projected 15 percent decrease in sales tax revenue was appropriate. Mr. Allen noted sales tax revenue was delayed for a few months so the pandemic trends would be unknown until June, July or August. He indicated it may be another reason to move forward with truth-in-taxation to allow for more time to obtain information and see the actual effects. There was a discussion about legislation that could assist cities due to the adverse effects caused by the pandemic and the need for continual monitoring and adaptation of the budget.

Rich Knapp, Finance Manager, reviewed projects cut that the City could restore if things improved. Mr. Allen noted he had heard from Councilmembers Bush and Phipps following the last budget discussion about whether or not the Veterans Monument should be restored and another project cut in FY21. He pointed out that both were more favorable to keeping the Veterans Monument project over the painting of City building and Councilmember Phipps felt it could also be a higher priority for him than the lighting project planned for the Skate Park but wanted to learn more about those projects.

Eric Howes, Community Services Director, stated the Skate Park lighting project would recognize a 70 percent savings on electrical use. He explained in addition to the cost savings from \$3,900 to just over \$500 per year, there were additional benefits that would result from the project such as better visibility, reduced light spillover into surrounding neighborhoods, increased safety, and decreased operational maintenance expenses. There was a discussion about the projects and whether each was necessary or a good use of funds considering the return on investment. Councilmember Phipps voiced his opinion the Skate Park lighting project was not a current priority for him. He commented there was not compelling rationale for replacement and other projects should be considered instead.

Councilmember Bush wondered if the City had been pursuing contributions for the Veterans Monument. Councilmember Thompson responded the use, the costs, and the contributions might not be enough to offset the demand for a monument as Mayor Shepherd had addressed during a previous meeting. There was a lengthy discussion about the needs, estimations, priority rankings, and details specifically for the Skate Park lighting project and painting the interior of the City building projects. Mr. Allen wondered if there was consensus from the Council pertaining to those discussed projects whether or not each should remain in the FY21 or be removed. The consensus of the Council was to continue with budget discussions and then review all the projects and reprioritize them.

Mr. Knapp continued the review of projects proposed to cut from the FY21 budget and restore later which included:

- Steed Park tower siding renovation - \$6,000
- Steed Park tower sound system replacement - \$10,000
- Fisher Park tower sound system replacement - \$10,000
- CAFC locker room floor epoxy - \$30,000. Mr. Howes indicated this project could be removed because it was underway and would no longer be necessary to include in the FY21 budget.

- Marquee monument signs - \$8,000. There was a discussion about the price tag for the project being much higher during the budget committee discussions with a cost closer to \$250,000. Mr. Knapp stated he would review the notes from budget meetings to determine the error.
- Arts Center update landscaping and add musical equipment - \$80,000
- 700 South northbound off-ramp berm - \$150,000. Mayor Shepherd indicated the project could be removed because the Utah Department of Transportation still had its equipment there. He commented until the I-15 construction project was completed there was no use landscaping the berm because it would continue to be disrupted.
- Office 365 - \$30,000
- Additional cameras CAFC - \$20,000
- City Hall additional camera - \$5,000
- Business license and other fees' study- \$20,000
- Art Center tables and chairs phase 2 - \$10,000
- Holiday decorations for City Hall west entrance pillars - \$9,000
- Police conference room chair replacements - \$5,000
- Police red dot optic for 9mm Glock - \$14,000
- Police centennial coins - \$7,500
- Economic Development façade improvement grant - \$25,000
- Marketing portable LED signs for sponsorship displays - \$3,000
- Marketing video equipment - \$2,500
- Proactive nuisance abatement for additional contracted labor - \$20,000
- Planning division: housing symposium and market study - \$30,000

Councilmember Peterson questioned how the housing symposium and market study differed from other plans and data obtained in the past few years. Mr. Brimley expounded it would be a data touch point five years after the last survey of residents to make sure the course set was being implemented and followed, as well as an educational component for resident messaging. There was a discussion about the housing symposium and market study scope and purpose as well as its need to run concurrently with the General Plan updates. Mr. Knapp apologized stating he had not intended to remove the housing symposium and market study from the budget as the presentation suggested. He requested clarification as to whether or not the Council desired to keep it included with the FY21 budget. Mayor Shepherd confirmed it should be included based on the discussion.

Mr. Knapp highlighted the following capital expenses planned for the FY21 budget:

- Water: Geospatial GPS device - \$28,000 split between parks, streets, water, and storm
- Water: Backhoe - \$93,000. Councilmember Phipps indicated he would be interested in the cost model for leasing versus owning. The consensus of the Council was to have staff provide the rationale behind owning versus leasing and revisit the discussion.
- Water: Aerial Lift - \$65,000. There was a discussion about the uses for the lift and why it would have been included with the capital expenses for water. Mr. Knapp indicated the lift would be replaced on a truck that was assigned to water, but other than that he was not certain which fund the expenditure should come from but it would be researched. Mr. Allen stated the lift was used primarily for General Fund purposes.

- Water: Increased water meters for development - \$64,000. Councilmember Phipps wondered if the allocation was for additional water meters for development areas. Mr. Allen commented it would be to install meters at City owned properties not previously metered and to replace old meters with newer technology City wide. He explained it had been a lengthy discussion with the budget committee and it could be phased over multiple years to allow for the necessary manpower. There was a discussion about the purpose for updating meters which in part was to be prepared for future State mandates, since legislation had not been approved this year as anticipated.
- Water: Park meter vaults - \$66,000
- Water: VMS (variable message boards) two at \$16,000 each - \$32,000
- Sewer: Utility line camera - \$79,000 split with Storm
- Sewer: Box truck (used) - \$13,000 split with Storm
- Parks: Zero turn mower - \$13,500
- Tractor - \$30,000
- Trailer for skid steer - \$9,000

Mr. Knapp explained the following items were cut from the FY21 budget parks capital expenses:

- Articulating boom lift - \$45,000
- ATV 4 wheeler with plow - \$8,000

He continued reviewing the following proposed capital expenses:

- Aerobic equipment - \$18,000 (membership registration fees)
- Fitness equipment replacement - \$28,000 (membership registration fees)
 - ARC trainers, stair climber, replace TVs, \$5,000 contingency

Mr. Knapp reported in FY21 the vehicle outlay had been increased for governmental vehicles. He highlighted the following proposed vehicles for FY21 budget replacement:

- Police: 4 Ford Explorers at \$48,733 each total - \$195,000 (General Fund)
- Police: Ford Explorer XLT - \$40,000 (General Fund)
- Police: Unmarked vehicle - \$31,000 (General Fund)
- Parks: F-150 to replace - \$36,000 (General Fund)
- Community Development: F-150 for Staff Engineer - \$37,000 (General Fund)
- Water: F-250 with utility bed replace - \$44,000 (Water Fund)

Councilmember Phipps explained he had not seen any recoup from resale of the police vehicles and wondered if any had been included in the FY21 budget. Kelly Bennett, Police Chief, explained the vehicles planned for replacement had high miles and had been nursed along so he was not certain if there would be any cost recovery. Mr. Knapp indicated the replacement value was negligible for all the vehicles because they were older and following the pandemic it might not be the best time for selling vehicles.

Mr. Knapp continued highlighting the following proposed capital expenses for IT:

- Desktop replacements - \$25,000
- Additional copier Customer Service Center - \$10,000

Mr. Knapp reported there had been a review done of the FY20 operational expenses for the Fourth of July. He mentioned the expenditures did exceed what was budgeted by \$14,000. He noted the actual budget was \$94,000 and the expenses totaled \$108,000. Mr. Allen stated each year the Fourth of July budget was analyzed and reviewed to make sure it accurately reflected the true costs of the event. Mr. Knapp indicated the marketing budget of \$8,000 and sponsor deliverables of \$4,500 were not included in the FY20 budget. He continued in addition to the \$108,000 spent in FY20 the following items were added to the FY21 budget for the Fourth of July:

- Entertainment - \$3,000
- FY21 Council and Youth Commission float- \$1,600
- FY21 Inflatables - \$2,100

Mr. Allen reported the FY21 budgeted amount for the Fourth of July would have cost savings because in all likelihood there would still be restrictions in place for mass gatherings. He indicated the team would try to come up with some creative solutions for celebrations and those plans would be shared with the Council in an update on May 26, 2020.

Mayor Shepherd commented it would be good to continue budget discussions in work session on April 28, 2020.

Councilmember Thompson moved to adjourn at 9:32 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.



STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Brad McIlrath, Senior Planner

MEETING DATE: Tuesday, May 12, 2020

SUBJECT: Discussion and Possible Action on **FSP 2020-030028**, a final subdivision plat request by Ron Snow to consolidate the subject properties for a residential and commercial mixed-use development. **Location:** 293 S. State Street (TIN: 12-003-0051 & 12-003-0050). **Aggregated Parcel Area:** 1.17 Acres. **Zone:** U-C (Urban Commerce). **Planner:** Zack Ludlow (**Administrative Action**).

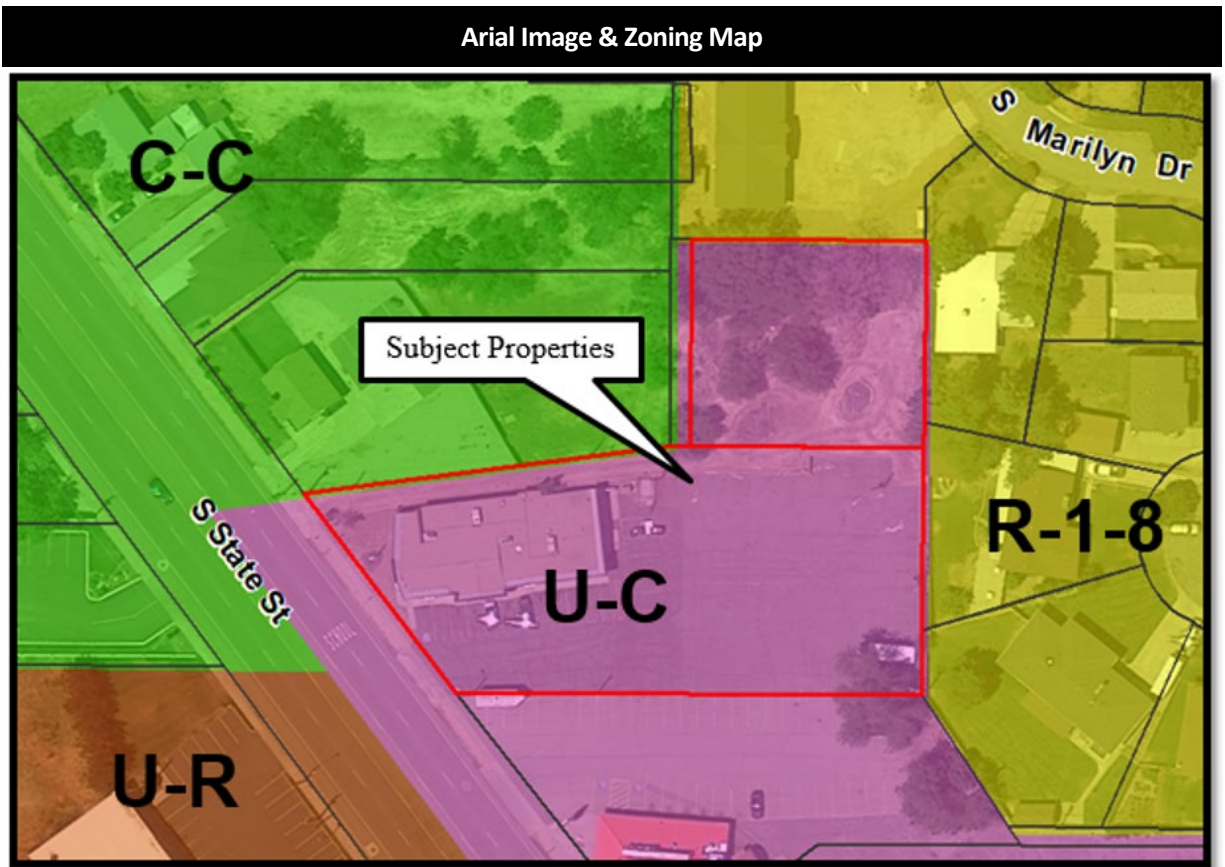
RECOMMENDED ACTION

On April 15, 2020 the Planning Commission forwarded a recommendation of **approval** to the City Council for **FSP 2020-030028 as conditioned**, a final subdivision plat request by Ron Snow to consolidate the subject properties for a residential and commercial mixed-use development at the properties addressed 293 S. State Street (12-003-0051 & 12-003-0050). This recommendation was based on the subdivision discussion and findings in the Staff Report.

DESCRIPTION / BACKGROUND

Project Information	
Project Name	Hillside Estates (Lot Consolidation)
Site Location	293 S. State Street
Tax ID Number	12-003-0051 & 12-003-0050
Applicant	Ron Snow, Hillside Estates LLC
Owner	Hillside Estates LLC
Proposed Actions	Final Subdivision Plat Approval
Current Zoning	U-C (Urban Commerce)
Site Area	1.17 Acres

Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Commercial Salon	U-C (Urban Commerce)	Mixed Use
East	Single-Family Residential	R-1-8 (Residential)	Residential
South	Restaurants	U-C (Urban Commerce)	Mixed Use
West	Commercial Retail / Storage Units	U-R (Urban Residential)	Mixed Use

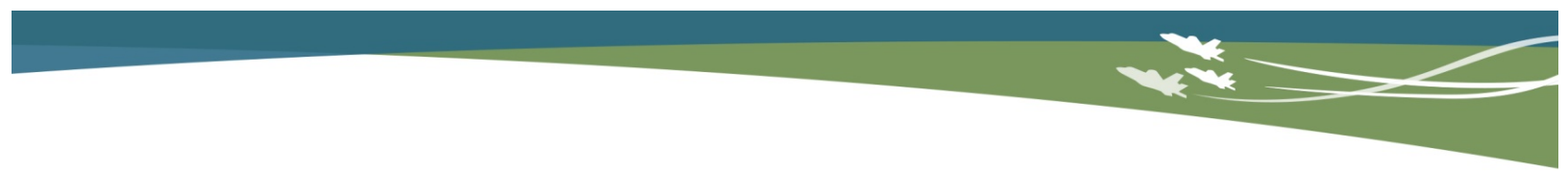


BACKGROUND & OVERVIEW

The applicant proposes to construct a five (5) story mixed-use building at the subject location. This development will include 3,340 square feet of commercial space and a 1,435 square foot exercise room on the first floor. The upper floors will include residential units with a makeup of seventeen (17) one-bedroom units and fourteen (14) two-bedroom units.

As a project in the Downtown Clearfield Form-Based Code ("FBC"), specific building type standards are reviewed along with the landscaping and streetscape design for compliance with the FBC. The review and approval of the standards occurred previously. This request will only deal with the consolidation of parcels and whether or not there is compliance with adopted standards to do so. As an overview, the applicant has worked with staff and is proposing a building that appropriately addresses the FBC with high quality design and materials that will contribute to overall desire for the State Street corridor and the overarching community.

As part of this development, the applicant is required to combine the properties and provide public utility easements and road dedication for improvements along State Street. As can be seen



seen in the image above there is a narrow strip of property located to the west of the north property that is not identified as an actual parcel. These gaps can be addressed through the subdivision process to remove gaps as part of the final recorded plat with Davis County. Based upon the submitted plat, the applicants engineer has incorporated this gap into the subdivision plat.

The proposed plat is providing a ten foot (10') public utility and drainage easement (PU & DE) around the perimeter of the property with the exception of the north property line. The PU & DE is reduced to seven feet (7') along the State Street frontage and an area of 133 square feet is included as roadway dedication to comply with the larger sidewalk required by the FBC.

The preliminary subdivision plat was reviewed and approved (as conditioned) by the Planning Commission on November 6th, 2019.

FINAL SUBDIVISION PLAT REVIEW

The City Engineer and Public Works staff were provided with the proposed plat for review of technical items. The City Engineer has reviewed the plat and civil drawings for compliance and has provided approval of the proposed consolidation in a letter dated March 26, 2020.

If recommended for approval by the Planning Commission, the final subdivision plat will be reviewed by the City Council later in April or in early May.

PUBLIC COMMENT

No public comment has been received to date regarding this subdivision project.

CORRESPONDING POLICY PRIORITY (IES)

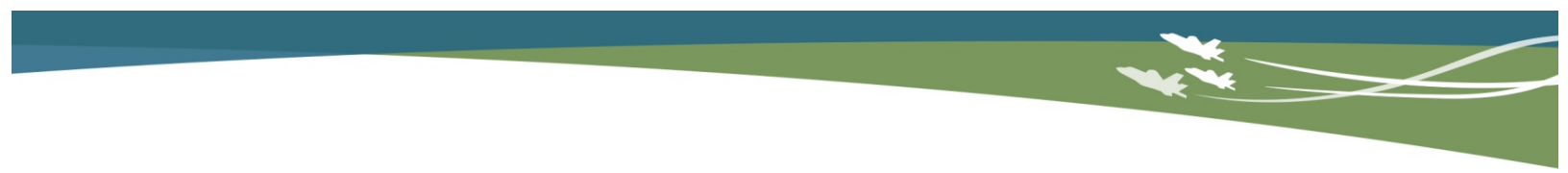
The proposed subdivision will improve *Clearfield's Image, Livability, and Economy* by combining development parcels into one lot that will be more effective to manage and develop in the future. Easements and street dedication are provided which will improve enforcement and long term maintenance of the public right-of-way.

FISCAL IMPACT

None

ALTERNATIVES

None



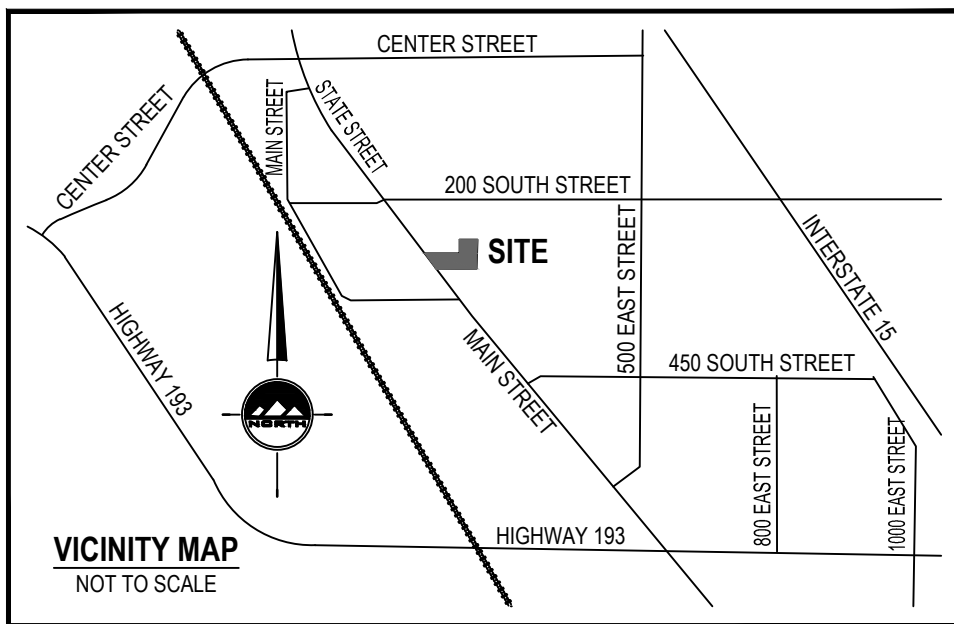
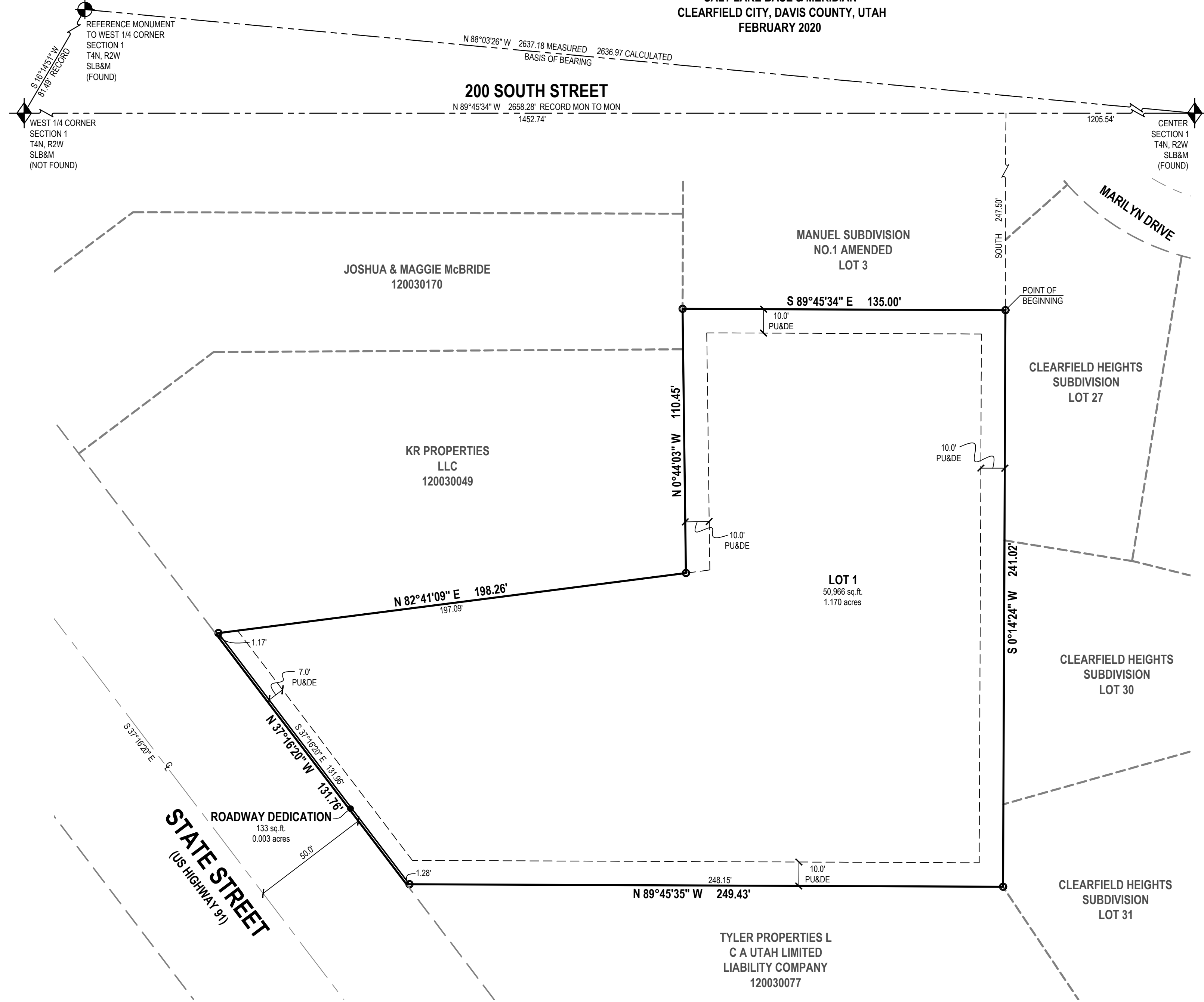
CONDITIONS OF APPROVAL

- 1) The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surrounding the perimeter of the subdivision. This includes, but is not limited to curb and gutter, sidewalk, landscaping park strip improvements, driveways, etc.
- 2) Future development or redevelopment of these properties shall comply with the development standards outlined for the U-C Zone as outlined and described in the Clearfield City Downtown Form Based Code.
- 3) Following City Council approval, the applicant shall provide a mylar of the subdivision plat for signatures and shall bond or escrow for the public improvements prior to recording the plat with the Davis County Recorder's office.

LIST OF ATTACHMENTS

1. Subdivision Plat
2. Civil Site Plan

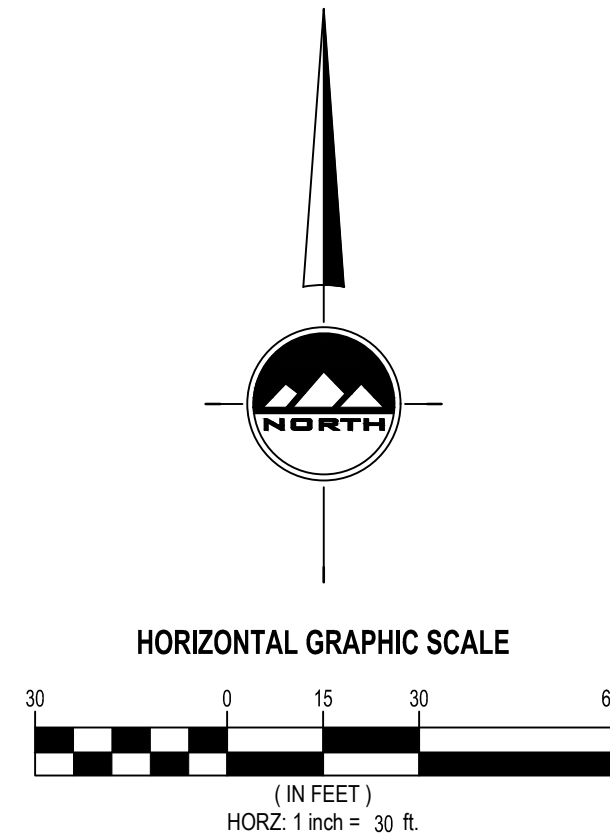
HILLSIDE ESTATES
LOCATED IN THE NORTHWEST QUARTER
OF SECTION 1
TOWNSHIP 4 NORTH RANGE 1 WEST
SALT LAKE BASE & MERIDIAN
CLEARFIELD CITY, DAVIS COUNTY, UTAH
FEBRUARY 2020



- LEGEND**
- SECTION CORNER
 - SET 5/8" REBAR WITH YELLOW PLASTIC CAP, OR NAIL STAMPED "ENSIGN ENG. & LAND SURV."
 - PU&DE = PUBLIC UTILITY & DRAINAGE EASEMENT
 - EASEMENTS

GENERAL NOTES:

- PROPERTY IS ZONED D-R DOWNTOWN REDEVELOPMENT. SETBACKS ARE APPROVED AS PART OF THE SITE PLAN AND NOT BY ORDINANCE.
- ALL PUBLIC UTILITY AND DRAINAGE EASEMENTS (PU & DE) ARE 7' FRONT (STATE STREET), 10' SIDE AND 10' REAR UNLESS OTHERWISE NOTED HEREON.



DEVELOPER
HILLSIDE ESTATES LLC
2135 NORTH 4500 WEST
HOOPER, UTAH 84315
LAYNE LOVELL

SURVEY RECORDING DATA

DATE: _____
DRAWING No. _____

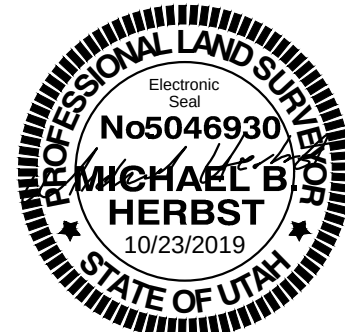
SURVEYOR'S CERTIFICATE

I, **MICHAEL HERBST**, do hereby certify that I am a Licensed Land Surveyor, and that I hold certificate No. **5046930**, as prescribed under laws of the State of Utah. I further certify that by authority of the Owners, I have made a survey of the tract of land shown on this plat and described below, and have subdivided said tract of land into lots, hereafter to be known as **HILLSIDE ESTATES**, and that the same has been correctly surveyed and staked on the ground as shown on this plat. I further certify that all lots meet frontage width and area re-quirements of the applicable zoning ordinances.

BOUNDARY DESCRIPTION

A parcel of land, situate in the Northwest Quarter of Section 1, Township 4 North, Range 1 West, Salt Lake Base and Meridian, said parcel also located in Clearfield, Davis County, Utah, more particularly described as follows:
Beginning at a point on the West line of Lot 27, Clearfield Heights, said point being the Southeast corner of Lot 3, Manuel Subdivision No. 1 - Amended, being North 89°45'34" West 1205.54 feet along the Quarter-section line and South 247.50 feet from the Southeast Corner of the Northwest Quarter of said Section 1, and running:
thence South 00°14'24" West 241.02 feet along the West line of said Lot 27, to and along the West line of Lot 30 and 31, to the Southwesterly corner of Lot 31, Clearfield Heights;
thence North 89°45'35" West 249.43 feet to the East line of US Highway 91;
thence North 37°16'20" West 131.76 feet along the East line of US Highway 91;
thence North 82°41'09" East 198.26 feet;
thence North 00°44'03" West 110.45 feet to the Southwest corner of said Lot 3, Manuel Subdivision No. 1 - Amended;
thence South 89°45'34" East 135.00 feet along the south line said Lot 3, Manuel Subdivision No. 1 - Amended, to the point of beginning.

Contains: 51,099 square feet or 1.173 acres.



Date: 10/23/19
Michael B. Herbst
License no. 5046930

OWNER'S DEDICATION

Known all men by these presents that I / we, the undersigned owner (s) of the above described tract of land, having caused same to be subdivided, hereafter known as the

HILLSIDE ESTATES

do hereby dedicate for perpetual use of the public all parcels of land shown on this plat as intended for Public use.
In witness whereof I have hereunto set my hand this _____ day of _____ A.D., 20__.

HILLSIDE ESTATES, LLC
By: Layne Lovell
Its: Manager

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

STATE OF UTAH
County of Davis

On the _____ day of _____ A.D., 20__, **LAYNE LOVELL**, personally appeared before me, the undersigned Notary Public, in and for said County of **DAVIS**, in the State of Utah, who after being duly sworn, acknowledged to me that He is a **MEMBER** of **HILLSIDE ESTATES, LLC**, a Limited Liability Company and that He signed the Owner's Dedication freely and voluntarily for and in behalf of said Limited Liability Company for the purposes therein mentioned and acknowledged to me that said Limited Liability Company executed the same.

MY COMMISSION EXPIRES: _____
NOTARY PUBLIC _____ RESIDING IN _____ COUNTY.

HILLSIDE ESTATES

LOCATED IN THE NORTHWEST QUARTER
OF SECTION 1
TOWNSHIP 4 NORTH RANGE 2 WEST
SALT LAKE BASE & MERIDIAN
CLEARFIELD CITY, DAVIS COUNTY, UTAH

DAVIS COUNTY RECORDER

ENTRY NO. _____ FEE
PAID _____ FILED FOR RECORD AND
RECORDED THIS _____ DAY OF _____ 20__
AT _____ IN BOOK _____ OF OFFICIAL RECORDS
PAGE _____

DAVIS COUNTY RECORDER

BY _____ DEPUTY RECORDER



LAYTON
1485 W. Hillfield Rd. Ste 204
Layton UT 84041
Phone: 801.547.1100
Fax: 801.593.6315
WWW.ENSIGNENG.COM

SALT LAKE CITY
Phone: 801.255.0229
TOOELE
Phone: 435.843.3590
CEDAR CITY
Phone: 435.865.1453
RICHFIELD
Phone: 435.896.2983

CITY ATTORNEY'S APPROVAL

APPROVED THIS _____ DAY OF _____, 20__,
BY THE CLEARFIELD CITY ATTORNEY.

CLEARFIELD CITY ATTORNEY

PLANNING COMMISSION APPROVAL

APPROVED THIS _____ DAY OF _____, 20__,
BY THE CLEARFIELD CITY PLANNING COMMISSION APPROVAL

CHAIRMAN, CLEARFIELD CITY PLANNING COMMISSION

CLEARFIELD CITY ENGINEER

I HEREBY CERTIFY THAT THE "OFFICE OF THE CITY ENGINEER" HAS
EXAMINED THE FOREGOING PLAT AND IN OUR OPINION THE INFORMATION
CONVEYED HEREWITH, COMPLIES WITH THE PUBLIC WORKS STANDARDS
AND SPECIFICATIONS OF CLEARFIELD CITY.

CLEARFIELD CITY ENGINEER DATE

CITY COUNCIL APPROVAL

APPROVED THIS _____ DAY OF _____, 20__,
BY THE CLEARFIELD CITY COUNCIL

CITY RECORDER CITY MAYOR

SHEET 1 OF 1

PROJECT NUMBER : 8780

MANAGER : C.PRESTON

DRAWN BY : M.ELMER

CHECKED BY : M.HERBST

DATE : 2/10/20

811

Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

CENTER OF SECTION 1
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN
FOUND

ELEV = 4531.55'

GENERAL NOTES

- ALL WORK TO COMPLY WITH THE GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
- ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.
- SEE LANDSCAPE/ARCHITECTURAL PLANS FOR CONCRETE MATERIAL, COLOR, FINISH, AND SCORE PATTERNS THROUGHOUT SITE.
- ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).
- ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.
- NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT.
- THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.
- ALL CONSTRUCTION WITHIN THE UDOT RIGHT-OF-WAY SHALL CONFORM TO THE MOST CURRENT UDOT STANDARD (INCLUDING SUPPLEMENTAL) DRAWINGS AND SPECIFICATIONS FOUND AT WWW.UDOT.UTAH.GOV/INSIDE UDOT/PROJECT DEVELOPMENT/STANDARDS AND SPECIFICATIONS.
- ALL FINAL PARALLEL SAWCUT LINES MUST BE LOCATED EITHER AT DESIGNED LANE LINES OR DESIGNED CENTER OF LANE. SAWCUTS MUST BE CLEANED AND A TACK-COAT APPLIED BEFORE ASPHALT PLACEMENT.
- MICRO-SURFACING PER UDOT STANDARD SPECIFICATION 0273SS IS REQUIRED ON AT LEAST ALL NEW PAVEMENT PLACED WITHIN UDOT RIGHT-OF-WAY.
- ALL DETERIORATED, DAMAGED OR MISSING SURFACE IMPROVEMENTS SURROUNDING THE PERIMETER OF THE DEVELOPMENT AND ON-SITE BE REPLACED OR INSTALLED, I.E., CURB AND GUTTER, SIDEWALK, LANDSCAPING PARK STRIP IMPROVEMENTS, ASPHALT PATCHING, LANDSCAPING REPLACEMENT, SITE LIGHTING, DUMPSTER SCREENING, CONCRETE IMPROVEMENT, ETC.

SCOPE OF WORK:

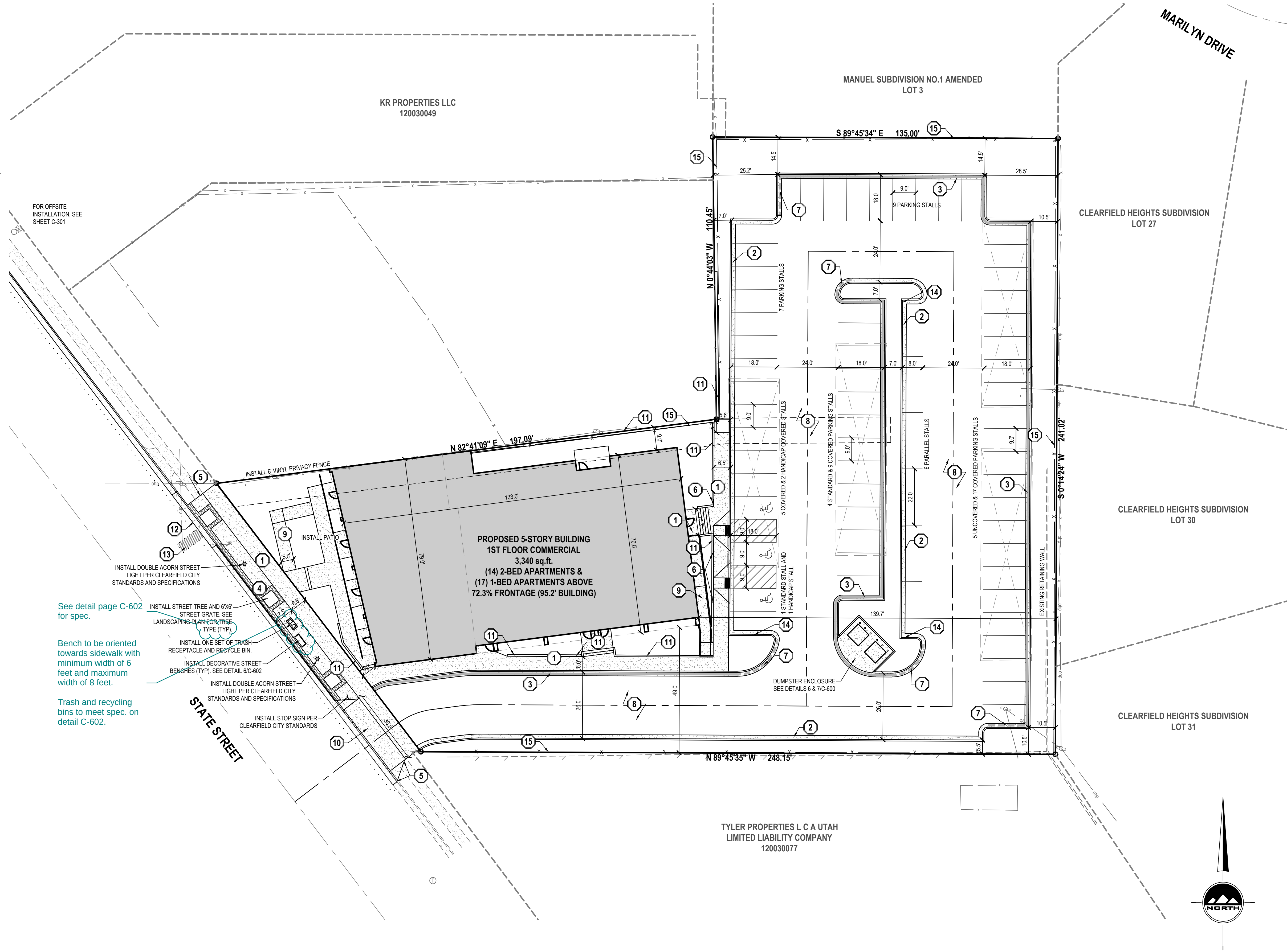
PROVIDE, INSTALL AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED, THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS:

- CONCRETE SIDEWALK PER CLEARFIELD CITY STANDARDS AND SPECIFICATIONS
- 24" COLLECTION CURB AND GUTTER PER DETAIL 5/C-600
- 24" REVERSE PAN CURB AND GUTTER SEE DETAIL 13/C-600
- INSTALL CONCRETE PAVERS PER CLEARFIELD CITY STANDARDS AND SPECIFICATIONS
- MATCH EXISTING IMPROVEMENTS
- ADA PARKING SIGN PER DETAIL 11/C-600
- TRANSITION BETWEEN COLLECTION CURB AND GUTTER AND REVERSE PAN CURB AND GUTTER
- ASPHALT PAVEMENT PER DETAIL 9/C-600
- ADA RAMP PER CLEARFIELD CITY STANDARDS AND SPECIFICATIONS.
- INSTALL CONCRETE DRIVE APPROACH PER UDOT STANDARD GW 3A
- INSTALL SEGEMENTED BLOCK RETAINING WALL
- INSTALL TYPE 'B1' CURB AND GUTTER PER UDOT STANDARD GW 2A
- SAWCUT, REMOVE AND REPLACE ASPHALT FOR UTILITY CONSTRUCTION. THE ASPHALT PATCH SECTION IS TO MATCH THE EXISTING ASPHALT SECTION OR THE FOLLOWING, WHICHEVER IS GREATER. SEE GENERAL NOTES 9 AND 10.
 - 8" THICK UDOT APPROVED HOT MIX ASPHALT, PG 64-34 ASPHALT BINDER, 1/2" MAX NOMINAL AGGREGATE, 7-75-115 GYRATION PER UDOT STANDARD SPECIFICATION 02741.
 - 12" THICK UTBC PER UDOT STANDARD SPECIFICATION 02721.
 - 18" THICK GRANULAR BORROW PER UDOT STANDARD SPECIFICATION 02056.
 - MICRO SURFACING PER UDOT STANDARD SPECIFICATION 0273SS.
- INSTALL 1" CUT IN CURB AND GUTTER
- INSTALL 6" PRIVACY FENCE ALONG THE PERIMETER TO MEET FBC STANDARDS. NO CHAIN LINK OR VINYL FENCING ALLOWED.

LAND USE TABLE		
TYPE	AREA	PERCENTAGE
BUILDING	9,320 SQ.FT.	18.3%
LANDSCAPING / OPEN SPACE	11,054 SQ.FT.	21.6%
PAVING / SIDEWALK	30,722 SQ.FT.	60.1%
TOTAL	51,096 SQ.FT.	100%
TOTAL COMMERCIAL AREA		3,340 SQ.FT.
COMMERCIAL SPACES REQ'D		3.5 STALL/1000 SQ.FT. = 13
RESIDENTIAL SPACES REQ'D		44 (SEE NOTE 2)
TOTAL PARKING REQ'D		57 (SEE NOTE 3)
PARKING STALLS	25	
COVERED PARKING STALLS	33	
PARALLEL STALLS	6	
HANDICAP PARKING STALLS	2 UNCOVERED, 1 COVERED	
TOTAL PARKING STALLS	67	

NOTES

- PROPOSED PARKING:
 - A. 1 BEDROOM UNIT = 1 PARKING STALLS
 - B. 2 BEDROOM UNIT = 1.5 PARKING STALLS
 - C. 3 BEDROOM UNIT = 2 PARKING STALLS
 - D. ADDITIONAL 15% OF TOTAL PARKING STALLS FOR VISITOR PARKING
- BASED ON (14) 2 BEDROOM UNITS & (17) 1 BED UNITS. PARKING REQUIRED IS 38 STALLS AND 6 VISITOR STALLS. 44 TOTAL STALLS.



See detail page C-602 for spec.

Bench to be oriented towards sidewalk with minimum width of 6 feet and maximum width of 8 feet.

Trash and recycling bins to meet spec. on detail C-602.

EN SIGN

THE STANDARD IN ENGINEERING

LAYTON
1485 W. Hill Field Rd., Ste. 204
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.866.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
HILLSIDE LLC
2135 NORTH 4500 WEST
HOOPER, UT 84315
CONTACT:
LAYNE LOVELL
PHONE:

HILLSIDE ESTATES

293 STATE STREET

CLEARFIELD, UTAH

PROFESSIONAL ENGINEER

2-4-20

OREGON HESS PRESS

NO. DATE REVISION BY

1 9-17-19 FOR REVIEW IB

2 10-16-19 FOR APPROVAL TJS

3 2-5-20 FOR APPROVAL IB

4

5

6

7

8

SITE PLAN

PROJECT NUMBER 8780	PRINT DATE 3/30/20
DRAWN BY J.MOSS	CHECKED BY I.BUCKLEY
PROJECT MANAGER C.PRESTON	

C-200

Clearfield City Council Policy Session

May 12, 2020



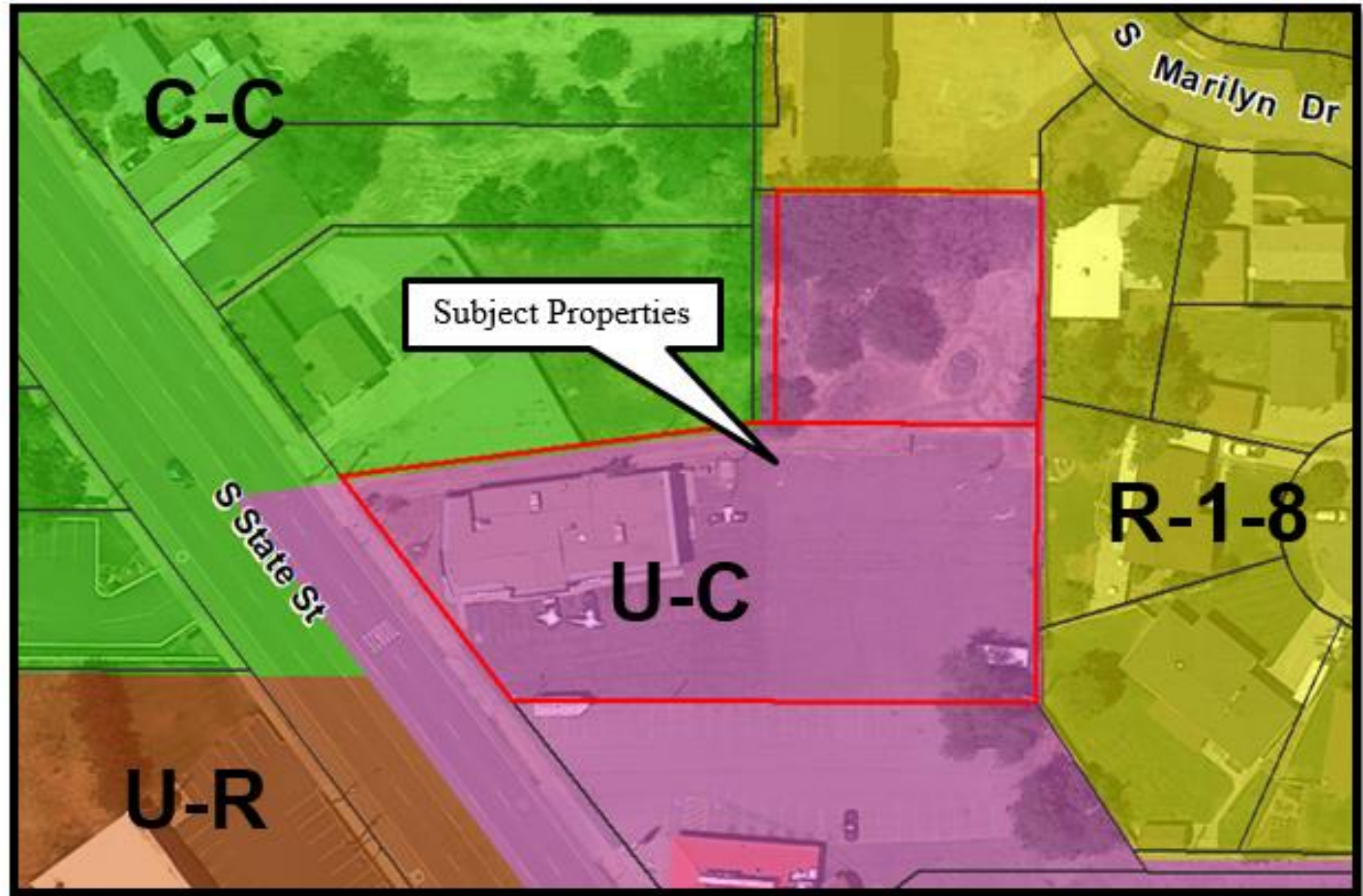
HILLSIDE ESTATES MIXED USE
Final Subdivision Plat, FSP 2020-030028



Background Information

- Final subdivision plat to combine the properties, along with dedication of right-of-way and utility easements.
- Correcting gap in parcel boundaries.
- Preliminary PC approval was granted November 6th, 2019.
- City Engineer approved plat consolidation on March 26th, 2020

Aerial Image & Zoning



LOCATED IN THE NORTHWEST QUARTER
OF SECTION 1
TOWNSHIP 4 NORTH RANGE 1 WEST
SALT LAKE BASE & MERIDIAN
CLEARFIELD CITY, DAVIS COUNTY, UTAH
FEBRUARY 2020



I, MICHAEL J. REED, do hereby certify that I am a Licensed Land Surveyor, and that I hold certificate No. 00000000 as prescribed under laws of the State of Utah. I further certify that by authority of the Owners, I have made a survey of the tract of land shown on this plat and described below, and have subdivided said tract of land into lots, hereinafter to be known as ALL ARE SUBJECT; and that the same has been correctly surveyed and staked on the ground as shown on this plat. I further certify that all its said heritage width and area measurements of the applicable surveying instruments.

A parcel of land, situated in the Northwest Quarter of Section 1, Township 4 North, Range 1 West, Tull Lake Area and Meridian, and parcel also located in Clearfield, DeWitt County, Utah, more particularly described as follows:

Beginning at a point on the West line of Lot 27, Clearfield Heights, said point being the Southwest corner of Lot 1, Manual Subdivision No. 1 - Amended, being North 89°42'34" West 1235.54 feet along the Quarter-section line and South 34° 52' 30" feet from the Southwest corner of the Northwest Quarter of said Section 1, and running.

Source: Deeds 207-14234 West 102 feet along the West line of said Lot 27, to and along the West line of Lot 28 and 29, to the southeasterly corner of Lot 31, One-half (1/2) Mile.

Source: Deeds 109-48320 West 240 feet to the East line of US Highway 95.

Source: Deeds 271-08320 West 131.76 feet along the East line of US Highway 95.

Source: Deeds 102-67190 West 108.26 feet.

Source: Deeds 109-64532 West 110.45 feet to the Southeast corner of said Lot 3, Mineral Subdivision No. 1 - Approved.

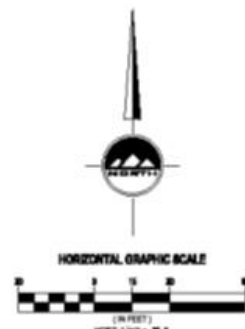
Source: Deeds 109-42734 West 102 feet along the south line of said Lot 3, Mineral Subdivision No. 1 - Approved, to the point of intersection of the West line of said Lot 3, Mineral Subdivision No. 1 - Approved, with the West line of said Lot 3, Mineral Subdivision No. 1 - Approved.

Contains 50,000 names that up to 1,000,000 names



Date: 10/23/18
Michael E. Husted
Learner no. 504018

1. PROPERTY IS ZONED D-R DOWNTOWN REDEVELOPMENT. SETBACKS ARE APPROVED AS PART OF THE SITE PLAN AND NOT BY ORDINANCE.
2. ALL PUBLIC UTILITY AND DRAINAGE EASEMENTS (PU & DE) ARE 7' FRONT (STATE STREET), 10' SIDE AND 10' REAR UNLESS OTHERWISE NOTED HEREON.



DEVELOPER
HILLSIDE ESTATES LLC
2136 NORTH 4000 WEST
HOOPER, UTAH 84316
LAYNE LOWELL

Known all men by these presents that I / we, the undersigned owner (s) of the above described tract of land, having caused same to be subdivided, heretofore known as the

do hereby certify for publication use of the public all records of and shown on this plot as intended for Public use
in witness whereof I have hereunto set my hand this _____ day of _____ A.D. 20__

WILLSON ESTATES, LLC
By: Layne Lovell
Its Manager

STATE OF UTAH 18.0

On the _____ day of _____, A.D. 20____, LARRY LOVELL personally appeared before me, the undersigned Notary Public, in and for said County of _____, in the State of Utah, who after being duly sworn, acknowledged to me that he is a MEMBER of WILSON FINANCIAL, L.L.C., a Limited Liability Company, and that he signed the Owner's Declaration and the Declaration of the Company and is in and for said Limited Liability Company for the purposes therein mentioned and acknowledged to me that said Limited Liability Company executed the same.

MY COMMISSION EXPIRES: _____
 _____ RESIDING IN _____ COUNTY
 INCUMBENT PUBLIC _____

LOCATED IN THE NORTHWEST QUARTER
OF SECTION 1
TOWNSHIP 4 NORTH RANGE 2 WEST
SALT LAKE BASIN & MERICAN
CLEARFIELD-CITY, DAVIS COUNTY, UTAH

ENTRY NO. _____ FEE _____
PAID _____ FILED FOR RECORD AND
RECORDED THIS _____ DAY OF _____, 20____
AT _____ IN BOOK _____ OF OFFICIAL RECORDS

BY _____
DEPUTY RECORDER

UTILITIES SHALL HAVE THE RIGHT TO INSTALL, MAINTAIN, AND OPERATE THEIR EQUIPMENT ABOVE AND BELOW GROUND AND ALL OTHER RELATED FACILITIES WITHIN THE PUBLIC UTILITY EASEMENTS IDENTIFIED ON THIS PLAT MAP AS MAY BE NECESSARY OR DESIRABLE. IN PROVIDING UTILITY SERVICES WITHIN AND WITHOUT THE LOTS IDENTIFIED HEREIN, INCLUDING THE RIGHT OF ACCESS TO SUCH FACILITIES AND THE RIGHT TO REQUIRE REMOVAL OF ANY OBSTRUCTIONS INCLUDING STRUCTURES, TREES AND VEGETATION THAT MAY BE PLACED WITHIN THE P.U.E., THE UTILITY MAY REQUIRE THE LOT OWNER TO REMOVE ALL STRUCTURES WITHIN THE P.U.E., AT THE LOT OWNER'S EXPENSE, OR THE UTILITY MAY REMOVE SUCH STRUCTURES AT THE LOT OWNER'S EXPENSE. AT NO TIME MAY ANY PERMANENT STRUCTURES BE PLACED WITHIN THE P.U.E. OR ANY OTHER OBSTRUCTION WHICH INTERFERES WITH THE USE OF THE P.U.E. WITHOUT THE PRIOR WRITTEN APPROVAL OF THE UTILITIES REGULATORY BOARD IN THEIR AREA.



LAYTON
1420 W. HONOLULU, TM 204
Layton UT 84041
Phone: 801.547.1100
Fax: 801.583.6215
www.mccormick.com

APPROVED THIS _____ DAY OF _____ 20____
BY THE QUEENSLAND AIRPORT

CLARK & O'RYAN

APPROVED THIS _____ DAY OF _____ 20____
BY THE COMMANDER: James G. Davidson APPROVING

Copyright Clearance Center, Inc.

I HEREBY CERTIFY THAT THE "OFFICE OF THE CITY ENGINEER" HAS EXAMINED THE FOREGOING PLAT AND IN OUR OPINION THE INFO. CONVEYED HEREWITH, COMPLIES WITH THE PUBLIC WORKS STANDARDS AND SPECIFICATIONS OF CLEVELAND CITY.

Q. WHERE CITY NUMBER

APPROVED THIS _____ DAY OF _____, 20____
BY THE CAMPFIELD COUNCIL.

City of Chicago City of San Diego

SHEET 1 OF 1

PROJECT NUMBER: 470
MANAGER: C/VEITON
DRAWN BY: B.ELMER
CHECKED BY: B.VEITON

DATE: 2/20/16

Planning Commission Recommendation – Final Plat

On April 15th, 2020, the Planning Commission forwarded a recommendation to the Clearfield City Council to **approve as conditioned, FSP 2020-030028**, a final subdivision plat request by Ron Snow to consolidate the subject properties for a residential and commercial mixed-use development at the properties addressed 293 S. State Street (12-003-0051 & 12-003-0050). This recommendation is based on the discussion and findings in the Staff Report and is subject to the following conditions of approval:

- 1) The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surrounding the perimeter of the subdivision. This includes, but is not limited to curb and gutter, sidewalk, landscaping park strip improvements, driveways, etc.
- 2) Future development or redevelopment of these properties shall comply with the development standards outlined for the U-C Zone as outlined and described in the Clearfield City Downtown Form Based Code.
- 3) Following City Council approval, the applicant shall provide a mylar of the subdivision plat for signatures and shall bond or escrow for the public improvements prior to recording the plat with the Davis County Recorder's office. .



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Adam Favero, Public Works Director
MEETING DATE: May 12, 2020
SUBJECT: Encroachment License Agreement by and between Davis & Weber Counties Canal Company, Utah Department of Transportation (UDOT), and Clearfield City

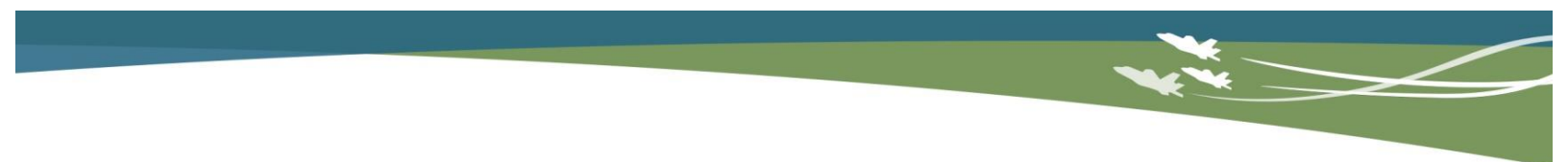
RECOMMENDED ACTION

Consider approval of the proposed encroachment license agreement by and between Davis & Weber Counties Canal Company, and UDOT, and Clearfield City.

DESCRIPTION / BACKGROUND

UDOT is reconstructing the overpass on the I-15 freeway over the 200 South roadway. UDOT will also be relocating utility lines, installing additional utilities, and improving the cross section of the roadway through this area. The city-owned utilities affected by this project are the relocation of the existing culinary water line, and the installation of a new 15" storm drain line. The storm drain line will be installed to drain the storm water off of the newly constructed roadway on 200 South. It is unavoidable, per the design and topography of the area, to not encroach upon Davis and Weber Counties Canal Company property with the storm drain line installation.

The Davis and Weber Counties Canal Company is requiring an encroachment license agreement to encroach upon the company's property located at approximately 750 East 200 South. The proposed agreement will be between Davis Weber Counties Canal Company, UDOT, and Clearfield City. The agreement will allow UDOT to construct a 15" storm drain line through the company's property on 200 South. The agreement details Clearfield City's long term maintenance responsibilities once the project is completed by UDOT. At the point of project completion Clearfield City will take full responsibility to operate and maintain the 15" storm drain line as part of the City's Storm Water System.



CORRESPONDING POLICY PRIORITY (IES)

This project will, “Provide Quality Municipal Services” while “Improving Clearfield’s Image, Livability and Economy.”

The area under the I-15 overpass at 200 South will receive the upgrades it has needed for years. UDOT’s improvements will provide the new look this area requires, including the widening of the sidewalk through this area to provide better pedestrian access and connectivity to the Canal Trail.

FISCAL IMPACT

- For the construction of this project there is no fiscal impact.
- There will be some long term fiscal impact due to maintenance and operations for the 15” storm drain line.

SCHEDULE / TIME CONSTRAINTS

UDOT plans on starting construction on this project sometime this spring.

LIST OF ATTACHMENTS

- Proposed Agreement
- Exhibit A

ENCROACHMENT LICENSE AGREEMENT

THIS ENCROACHMENT LICENSE AGREEMENT (“**Agreement**”) is entered into as of this ____ day of _____ 2020 (“**Effective Date**”), by and between Davis & Weber Counties Canal Company, a Utah Nonprofit Mutual Water Company (“**Company**”), and Utah Department of Transportation (**UDOT**) the F-I15-7(328)332 Davis Weber Express Lane Project sponsor, and Clearfield City (“**Clearfield City**”), a municipal corporation. Company, UDOT, and Clearfield City may each be referred to individually as “Party” or collectively as “Parties”.

RECITALS

A. Company is the owner of certain real property, easements, and/or rights of way associated with its water conveyance system and related facilities (“**Company Property**”).

B. Company has constructed ditches, concrete canal, pipeline, box culvert, and related facilities (“**Company Facilities**”) on or within the Company Property which are used to deliver water.

C. UDOT seeks the right to construct and Clearfield City seeks the right to operate a 15” Storm Drain located in Section 1 Township 5 North Range 2 West SLB&M Davis & Weber Counties Canal Co. Centerline Station 700+00 Located on 200 South in Clearfield City, which will cross or encroach upon Company Property or Company Facilities as more specifically described on Exhibit A hereto (the “**Project**”).

In consideration of the payment of a license fee and in further consideration of the mutual promises and covenants set forth herein the Parties agree as follows:

AGREEMENT

1. UDOT will pay the Company a one-time license fee in the amount of \$5000. The \$5,000 license fee includes all administrative fees incurred by the Company to facilitate the Project. The license fee is due and payable upon execution of this Agreement and must be paid in full prior to UDOT starting work on the Project.

2. Additionally, UDOT will reimburse Company for services outside of those listed in the above paragraph, including without limitation inspection, engineering, and legal fees incurred in the review of the Project and the preparation and execution of this Agreement. Company will provide UDOT a written invoice of these additional services incurred by Company. UDOT will pay all invoices within thirty (30) days of their receipt.

3. Clearfield City shall reimburse the Company for any additional inspection, operation, and maintenance costs incurred by the Company as a result of the Project after it is placed into operation. The Company will provide Clearfield City a written invoice detailing additional or extraordinary operation or maintenance expenses related to Company Facilities or Company Property incurred by the Company as a result of the Project. Company will provide Clearfield a written invoice of these additional operation or maintenance expenses incurred by

Company as a result of the Project. Clearfield City will pay all invoices within thirty (30) days of their receipt.

4. UDOT is granted the right to construct and Clearfield City is granted the right to maintain and operate the Project as detailed in Exhibit A. Any modification to the Project must be submitted to the Company, in advance of any work being done, for review and approval, except as expressly provided herein.

5. This Agreement will take effect on the Effective Date and shall continue until terminated as provided herein.

6. Clearfield City shall at all times be solely responsible for the operation and maintenance of the Project. The Project shall be kept in good repair and shall be maintained and operated in a manner that will not adversely impact Company Property or Company Facilities.

7. Clearfield City shall not repair, remove, replace, or modify the Project without first obtaining written consent from Company, unless Clearfield City deems the situation an emergency. Clearfield City shall promptly inform Company of any emergency repair, removal, replacement, or modification to the Project.

8. Company reserves the right to inspect the Project at any time during its construction, operation, repair, removal, or replacement and all inspection costs incurred by Company shall be paid by Clearfield City or by UDOT as set forth by their respective responsibilities in Paragraphs 2 and 3 of this Agreement.

9. If at any time, Company determines, in its sole discretion, that Company Facilities subject to this Agreement require repair or replacement, Clearfield City will, at its sole expense, remove or modify any portion of the Project that Company, in its sole discretion, deems necessary to perform such repair or replacement. If Clearfield City fails to respond to Company's request that any portion of the Project be removed or modified, Company may choose to remove or modify any portion of the Project and Clearfield City will be solely responsible for costs incurred by Company in performing any such removal or modification of the Project. Company will provide Clearfield City a written invoice detailing such costs incurred and Clearfield City shall pay the invoice, in full, within thirty (30) days of its receipt. Clearfield City will have no claim against Company for any claims, costs, or damages to the Project.

10. Clearfield City will indemnify and hold harmless Company and its principals, agents, and employees, from and against all claims, loss, liability, suits, and damages, including attorneys' fees, charges, or expenses for injury or damages to any persons or property that may result from this Agreement or the Project, including, but not limited to, damages to Company or any third party as a result of Clearfield City's encroachment upon Company Property or Company Facilities. It is the intent of the Parties that this indemnity be construed broadly in order to protect Company from any and all incidences resulting from Clearfield City's encroachment of Company Property. This indemnity does not include claims resulting from Company's gross negligence or willful misconduct.

11. The right to cross or encroach upon Company Property created under this Agreement is not an easement or other perpetual interest in Company Property. No interest will

be perfected under the doctrines of adverse possession, prescription, or other similar doctrines of law based on adverse use, as the use permitted is entirely permissive in nature.

12. This Agreement may be terminated if Company, in its sole but reasonable discretion, determines that UDOT or Clearfield City has not complied with the terms of this Agreement by giving twenty (20) days prior notice of the failure to comply, during which UDOT and/or Clearfield City will have an opportunity to cure the failure and avoid termination. If this Agreement is terminated, Company will have the right to pursue any and all claims against UDOT and/or Clearfield City related to the encroachment of Company Property including the recovery of costs for the removal of the Project from Company Property.

13. This Agreement may not be assigned or transferred by Clearfield City without the prior written consent of Company, which consent will not be unreasonably withheld.

14. This Agreement constitutes the entire agreement between the parties and cannot be altered except through a written instrument signed by the Parties. This Agreement supersedes all previous agreements, whether written or oral.

15. This Agreement will be enforced and governed under the laws of the State of Utah.

16. In the event an action is filed as a result of a dispute arising out of this Agreement, Company will be entitled to reasonable attorneys' fees and other legal costs.

[SIGNATURE PAGES FOLLOW]

The Parties have executed this Agreement to be effective as of the date first written above.

Company

By: _____

Its: _____

STATE OF _____)

: ss.

COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020,
by _____ in his/her capacity as
_____ of Company.

NOTARY PUBLIC

Residing at: _____

My Commission Expires:

UDOT

By: _____

Its: _____

STATE OF _____)

: ss.

COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020,
by _____ in his/her capacity as the
_____ of UDOT.

NOTARY PUBLIC

Residing at: _____

My Commission Expires:

Clearfield City

By: _____

Its: _____

STATE OF _____)

: ss.

COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020,
by _____ in his/her capacity as the
_____ of Clearfield City.

NOTARY PUBLIC

Residing at: _____

My Commission Expires:

NOTES:

- SEE SHEET DR-01 FOR DRAINAGE GENERAL NOTES.
- SEE SHEET DR-34A.1 FOR DRAINAGE PROFILES.
- SEE SHEET DR-34 FOR I-15 MAINLINE STORM DRAINAGE DESIGN.
- SEE UTDI-04 FOR WATERLINE RELOCATION DETAILS.

DRAINAGE PIPE - 15 INCH,
SMOOTH, LEAK-RESISTANT REQ'D

200 SOUTH
[P 34A-8] 200+00.00 RT 7.76 (MATCHLINE) TO
200+09.63 RT 7.92 (P 34A-7)
[P 34A-6] 201+24.56 RT 8.78 (MH 34A-7) TO
203+07.03 RT 17.50 (CB 34A-6)
[P 34A-5] 203+11.03 RT 17.50 (CB 34A-6) TO
203+37.03 RT 17.50 (CB 34A-5)
[P 34A-4] 203+41.03 RT 17.50 (CB 34A-5) TO
203+67.03 RT 17.50 (CB 34A-4)

TRENCHLESS DRAINAGE PIPE
INSTALLATION - 15 INCH REQ'D

200 SOUTH
[P 34A-7] 200+09.63 RT 7.92 (P 34A-8) TO
201+20.56 RT 8.67 (MH 34A-7)

CONCRETE DRAINAGE STRUCTURE
4 FT WIDE X 6 FT DEEP - CB 5 REQ'D

200 SOUTH
[CB 34A-6] 203+09.03 RT 17.00
[CB 34A-5] 203+39.03 RT 17.00
[CB 34A-4] 203+69.03 RT 17.00

4 FOOT STANDARD MANHOLE
11 FT TO 13 FT - CB 11 REQ'D

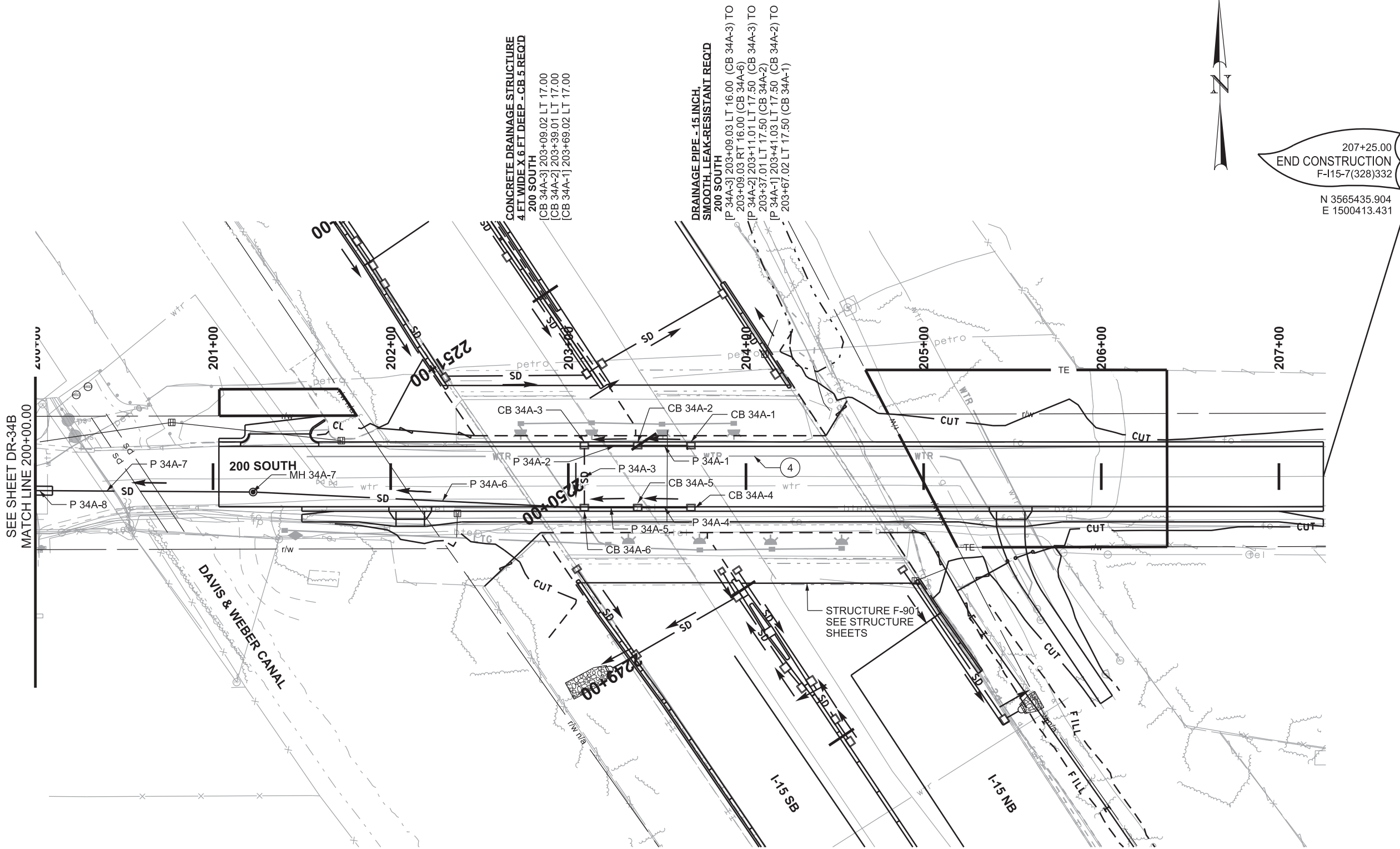
200 SOUTH
[MH 34A-7] 201+22.56 RT 8.68

REMOVE PIPE REQ'D

200 SOUTH
202+37.58 RT 20.75 TO
202+37.14 RT 33.99 (15' CMP)

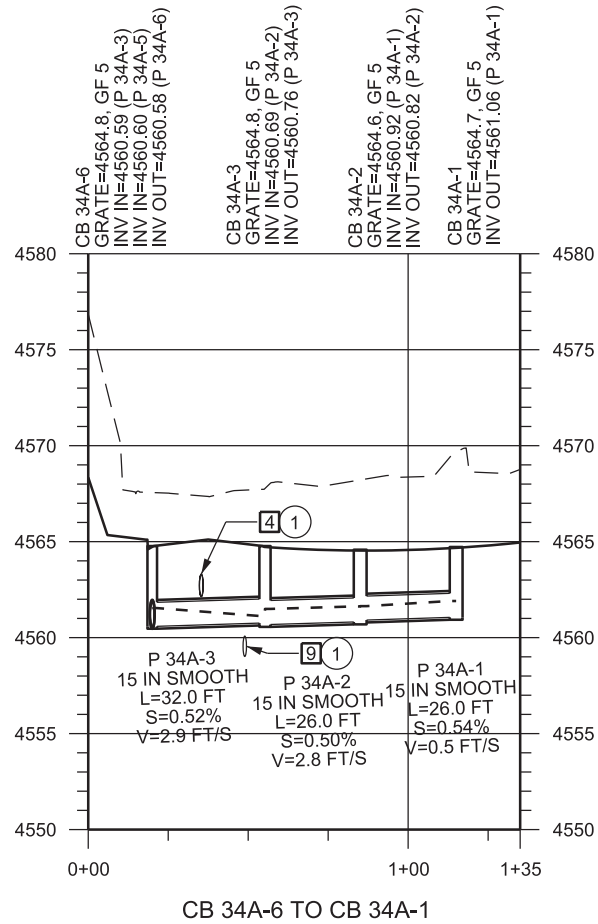
REMOVE CATCH BASIN REQ'D

200 SOUTH
202+37.58 RT 20.75

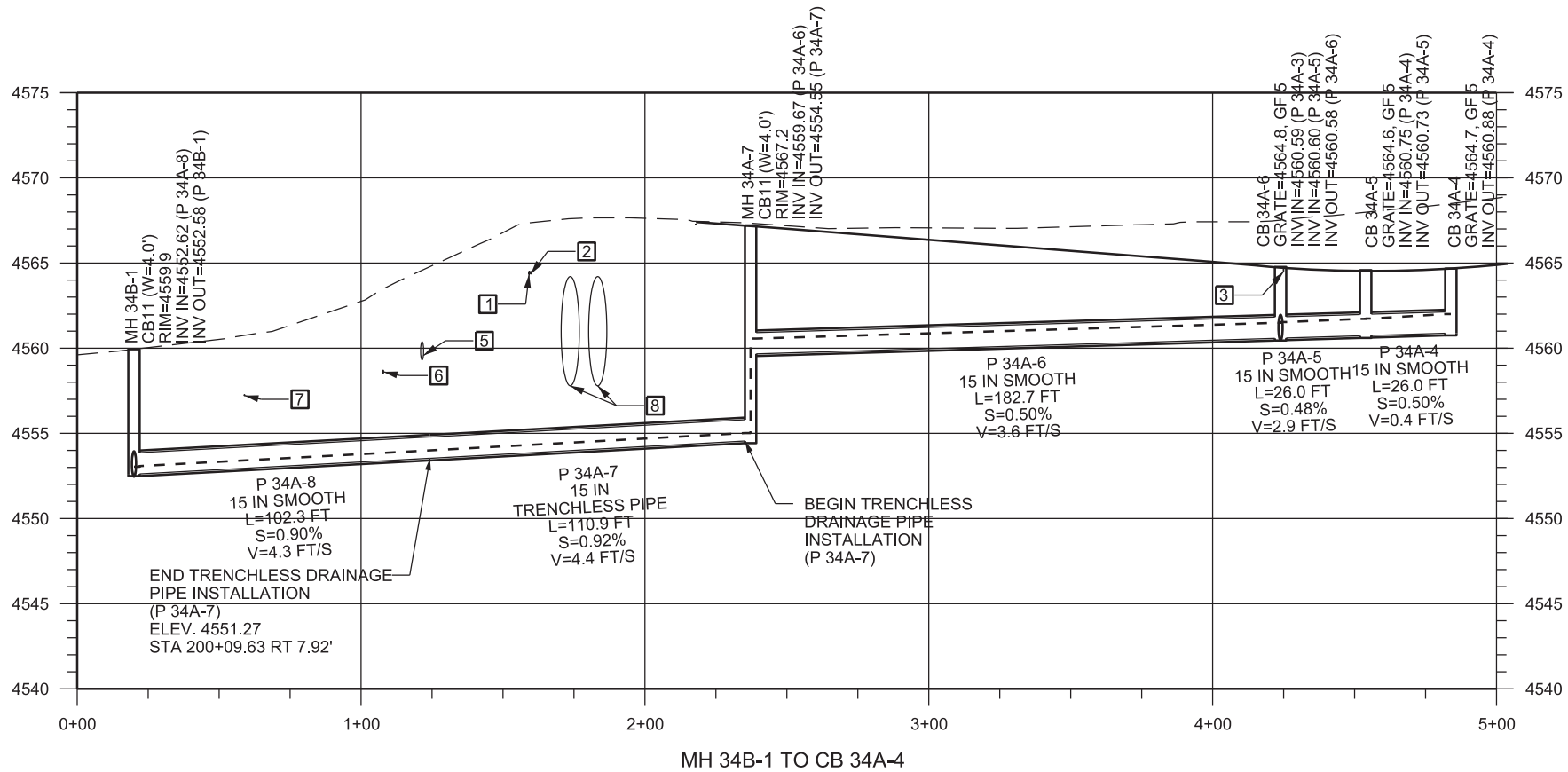


LEGEND

- FINISHED GRADE
- - - - - Existing Grade
- - - - - HGL 10-yr
- ===== PROPOSED PIPE
- - - - - Existing Pipe/Structure
- ===== PIPE LINER



UTILITY #	UTILITY	OWNER	SIZE	COMMENTS
1	CABLE	COMCAST	UNKNOWN	PROTECT IN PLACE
2	TELEPHONE	CENTURY LINK	UNKNOWN	PROTECT IN PLACE
3	TELEPHONE	CENTURY LINK	UNKNOWN	RELOCATE BY OTHERS
4	WATER	CLEARFIELD	12"	TO BE RELOCATED
5	WATER	CLEARFIELD	12"	PROTECT IN PLACE
6	GAS	DOMINION	2"	PROTECT IN PLACE
7	FIBER OPTIC	COMCAST	(2) 72 COUNT	PROTECT IN PLACE
8	IRRIGATION	DAVIS & WEBER CANAL	(2) 66"	PROTECT IN PLACE
9	WATER	CLEARFIELD	12"	PROPOSED



NOTES:

- 1 SEE UTDT-04 FOR WATERLINE RELOCATION DETAILS.

REVISIONS

UTAH DEPARTMENT OF TRANSPORTATION
AECOM

I-15; SR-232 TO I-84

DRAINAGE

SHEET NO. DR-34A.1

PROJECT NUMBER

F-115-7(328)332

PIN

13822

PROJECT

APPROVED

12/5/2018

DATE

QC

CHECKED BY

DATE

APPROVED BY

DATE

APPROVED BY

DATE

APPROVED BY

DATE

APPROVED BY

DATE

APPROVED BY

DATE

APPROVED BY

DATE

APPROVED BY

- NOTES:**
- SEE SHEET DR-01 FOR DRAINAGE GENERAL NOTES.
 - SEE SHEET DR-34B.1 FOR DRAINAGE PROFILES.
 - SEE DRDT SHEETS FOR CURB OUTLET SPECIAL DETAIL.
 - REINFORCED CONCRETE PIPE STRUCTURAL CLASS V.

CONCRETE DRAINAGE STRUCTURE
4 FT WIDE X 6 FT DEEP - CB 5 REQ'D
200 SOUTH
[CB 34B-3] 196+05.05 RT 28.49

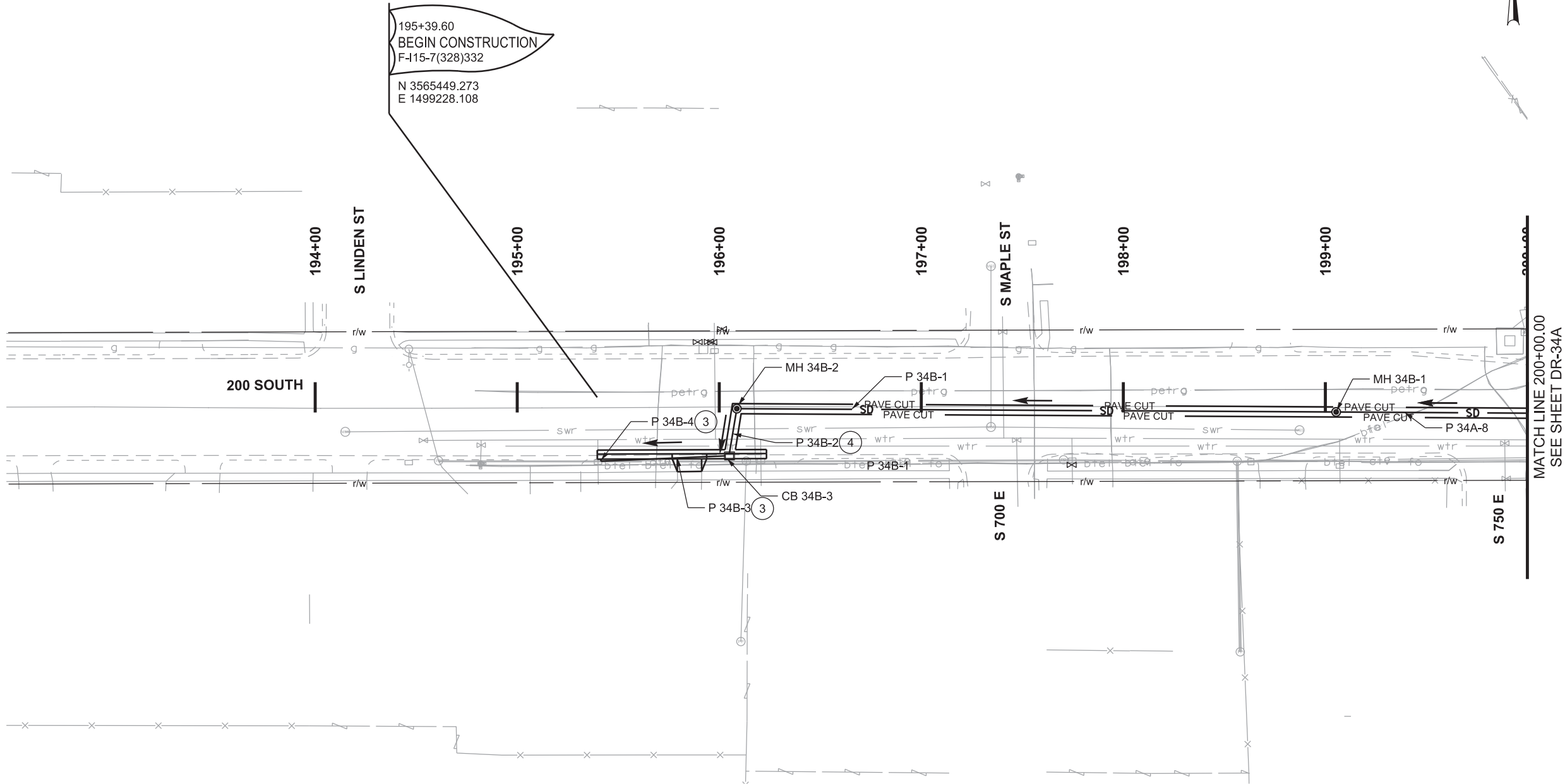
4 FOOT STANDARD MANHOLE
3 FT TO 5 FT - CB 11 REQ'D
200 SOUTH
[MH 34B-2] 196+08.70 RT 5.61

4 FOOT STANDARD MANHOLE
7 FT TO 9 FT - CB 11 REQ'D
200 SOUTH
[MH 34B-1] 199+05.34 RT 7.26

CURB OUTLET SPECIAL REQ'D
200 SOUTH
196+03.05 RT 29.79

DRAINAGE PIPE - 15 INCH,
REINFORCED CONCRETE,
LEAK RESISTENT REQ'D
200 SOUTH
[P 34B-2] 196+05.05 RT 29.79 (CB 34B-3) TO
196+08.73 RT 7.61 (MH34B-2)

DRAINAGE PIPE - 15 INCH,
SMOOTH, LEAK-RESISTANT REQ'D
200 SOUTH
[P 34B-1] 196+10.70 RT 5.62 (MH34B-2) TO
199+03.34 RT 7.25 (MH 34B-1)
[P 34A-8] 199+07.34 RT 7.27 (MH 34B-1) TO
200+00.00 RT 7.76 (MATCHLINE)



PROJECT		I-15; SR-232 TO I-84		UTAH DEPARTMENT OF TRANSPORTATION AECOM					REVISIONS					
PROJECT NUMBER	F-I15-7(328)332	PIN	13822	DRAINAGE	APPROVED <i>Matthew Lane</i>	12/5/2018	DRAWN BY	KMH						
							QC CHECKED BY	AMS						
					PROFESSIONAL ENGINEER	DATE								
SHEET NO.					DR-34B					NO.	DATE	APPROVED BY	REMARKS	

UTAH DEPARTMENT OF TRANSPORTATION
AECOM

APPROVED
12/15/2018
DATE
PROFESSIONAL ENGINEER

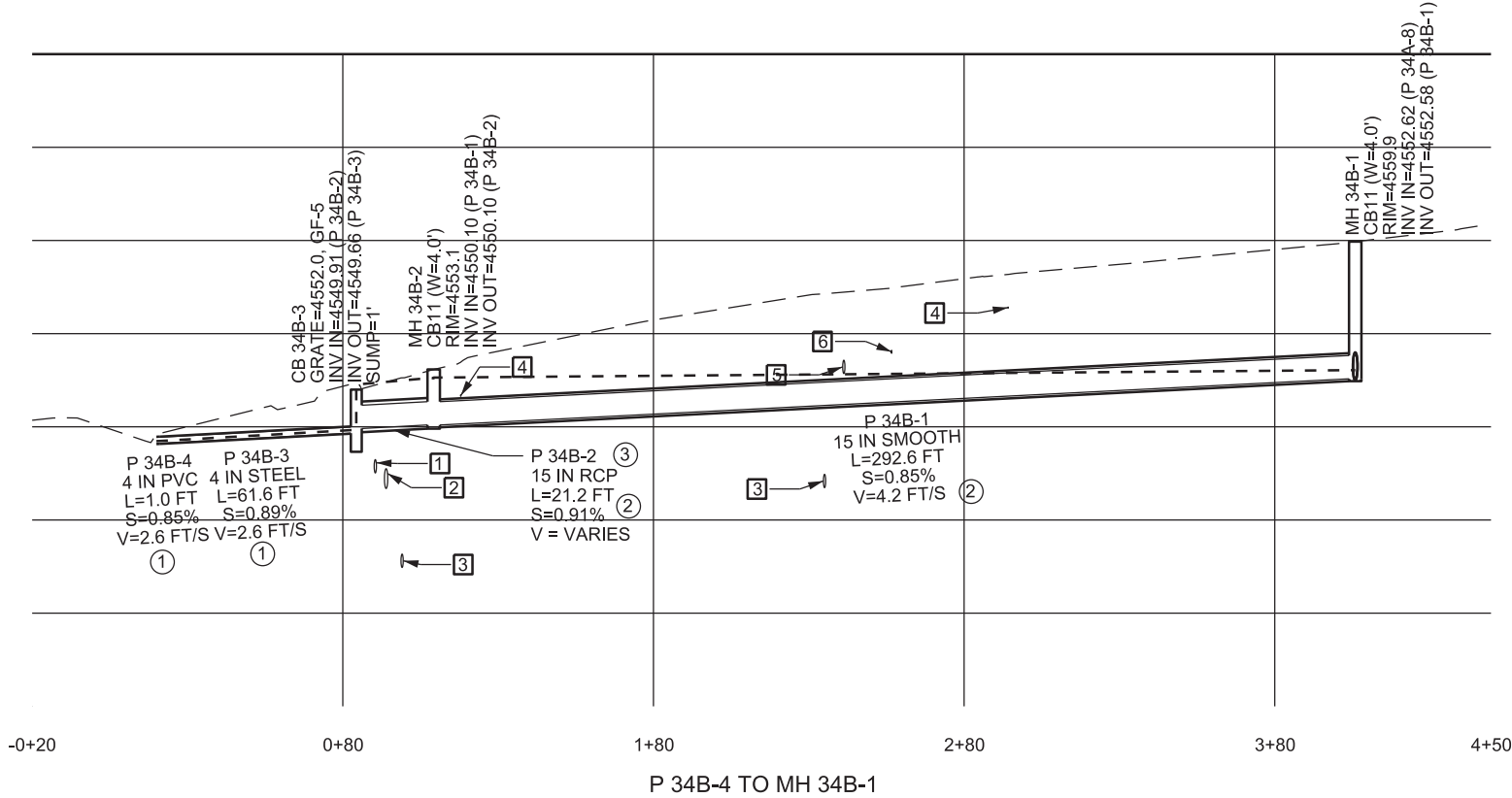
DRAWN BY
QC CHECKED BY
KMH
AMS

REGION 1 05-DEC-2018 14:37 Idf:\valde DGN File: IP PWP\p0328246\13822 DR-34B.1.dgn

LEGEND

- FINISHED GRADE
- - - - - Existing Grade
- - - - - HGL 10-yr
- ===== PROPOSED PIPE
- ===== Existing Pipe/Structure
- ===== PIPE LINER

UTILITY #	UTILITY	OWNER	SIZE	COMMENTS
1	ABANDONED WATER	CLEARFIELD	UNKNOWN	PROTECT IN PLACE
2	WATER	CLEARFIELD	12"	PROTECT IN PLACE
3	SANITARY SEWER	CLEARFIELD	8"	PROTECT IN PLACE
4	GAS	DOMINION	3/4"	PROTECT IN PLACE (FIELD VERIFY)
5	WATER	CLEARFIELD	8"	PROTECT IN PLACE
6	GAS	DOMINION	2"	PROTECT IN PLACE



NOTES:

- 1 SEE DRDT SHEETS FOR CURB OUTLET SPECIAL DETAIL.
- 2 PIPE VELOCITY FOR 10-YEAR EVENT = 2.9 FPS. 10-YEAR FLOW WILL BUBBLE OUT OF CB 34B-3. FOR SMALL RAINFALL EVENTS, FLOW WILL EXIT VIA PIPE P 34B-3. MAXIMUM FLOW IN P 34B-3 IS 0.2 CFS. WHEN P 34B-3 FLOWS AT MAXIMUM CAPACITY, VELOCITY IN PIPES P 34B-2 AND P 34B-1 IS 2.2 FPS.
- 3 REINFORCED CONCRETE PIPE STRUCTURAL CLASS V.

REVISIONS

UTAH DEPARTMENT OF TRANSPORTATION
AECOM

APPROVED	DRAWN BY	KMH
<i>Mark Jones</i>	QC	AMS
PROFESSIONAL ENGINEER	CHECKED BY	
	DATE	12/5/2018

I-15; SR-232 TO I-84	PROJECT
F-115-7(328)332	PROJECT NUMBER
13822	PIN
DRAINAGE	

SHEET NO. DR-34B.1



STAFF REPORT

To: Mayor Shepherd and City Council Members
From: Rich Knapp, Finance Manager
Meeting Date: May 12, 2020
Subject: Fiscal Year 2021 Tentative Budget

Recommended Action

Staff recommends the City Council adopt the FY 2021 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 \$37,175,733 in addition to \$15,690,050 use of fund balance, equaling \$52,865,783 in total sources. Total appropriations equal \$52,865,783.

Schedule / Time Constraints

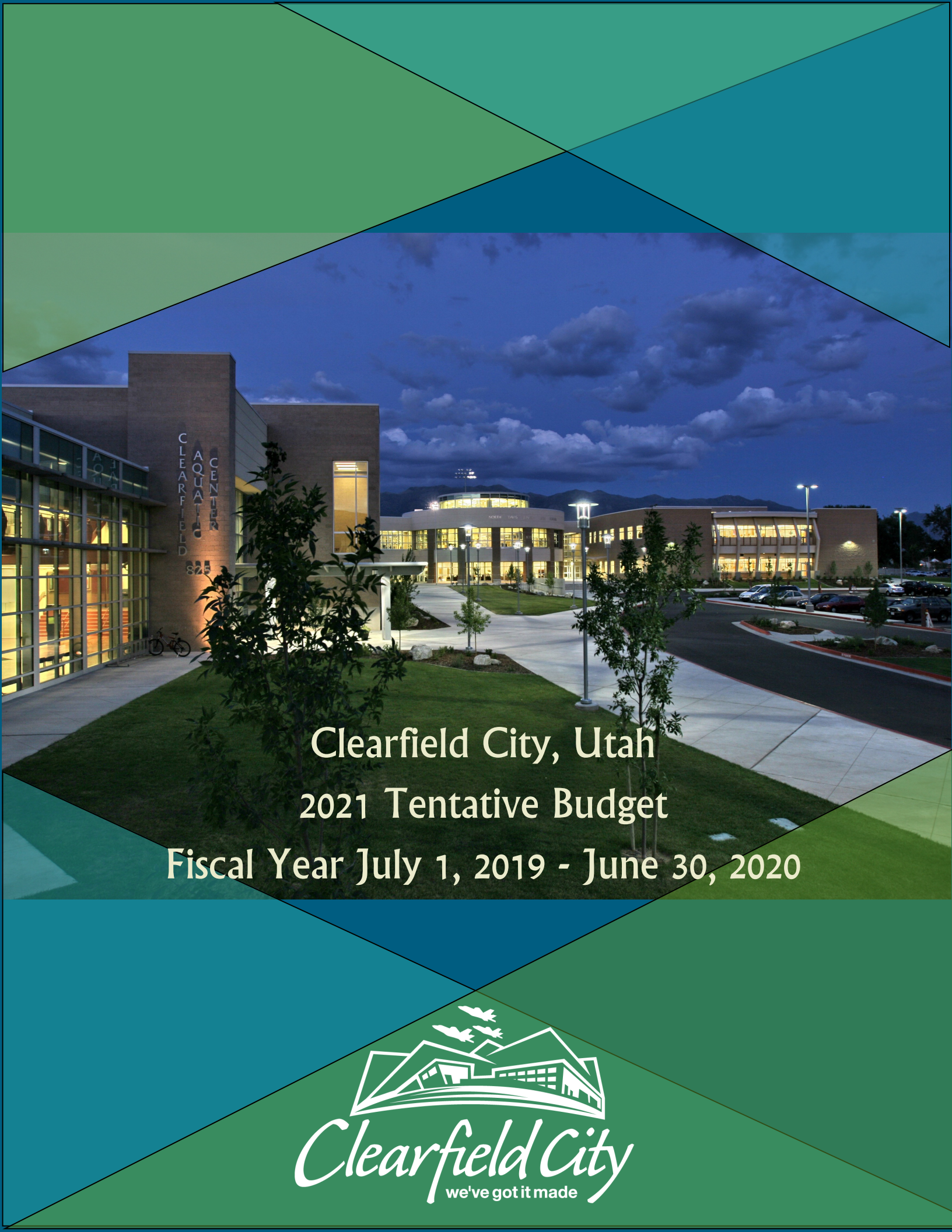
The Tentative Budget must be approved on or before the first scheduled meeting in May, and the final budget must be approved by Sept 1 with truth in taxation.

List of Attachments

- Fiscal Year 2021 Tentative Budget

Budget Changes Since Preliminary

	Change	Account
Transfers to Capital	\$ (50,000)	104810-691004
City Hall West Entrance	\$ 250,000	454161-673001
City Hall Paint Common Area	\$ (150,000)	454161-673001
Skate Park Lighting	\$ (150,000)	454521-673001



Clearfield City, Utah
2021 Tentative Budget
Fiscal Year July 1, 2019 - June 30, 2020



City Manager's Message

May 12, 2020

To the Honorable Mayor, Members of the City Council, and Residents of Clearfield City:

It is my pleasure to present the Fiscal Year 2021 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 creating a place people where people want to be. The budget allocates resources to provide quality municipal services; improve Clearfield's image, livability and economy; and maintain a highly motivated and well-trained workforce.

Even given the economic impacts of the COVID-19 pandemic, Clearfield City continues to be financially healthy, and fiscal responsibility and sustainability are reflected in the FY2021 budget. The City anticipates a 15% (or \$420,000) fiscal year decrease in sales tax receipts as a result of the COVID shutdown. However, a \$498,000 increase from maintaining the property tax rate is also projected.

As part of maintaining a highly motivated and well-trained workforce, the FY2021 budget includes a market/merit increase to wages and a 7% 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. Due to the uncertainty of the economy, market/merit increases will not take effect July 1, and the timing of implementation will be evaluated throughout the year.

Our focus on productivity was a main driver of the decision to move the utility billing function from the Customer Service Center to the Finance Division. The change results in one new position. Since last year, one part-time position was reduced in Court—a reflection of decreased caseload. 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 \$500,000 in street surface treatments, \$150,000 set aside for the Arts Center Renovation, \$90,000 for a restroom in Central Park, and \$65,000 to replace the Kiwanis Park Playground. Kiwanis and Fisher park basketball courts will be resurfaced, and streetlights added along 1800 South, by Island View Park. 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

FY21 Budget Highlights

Revenues

\$420k net decrease to Sales Tax (15% reduction from pre Corona projection)
\$498k increase to Property Tax - maintain the same rate as prior year
\$45k decreased Telecom Tax
\$100k decrease in Aquatic Center Revenues
\$1.5 million use of Unrestricted Fund Balance for one-time expenses
Ending Unrestricted Fund Balance 20% of revenues, \$619k over 2 month operating exp
General Fund Operating surplus \$50k
City utility rate Increase in January 2021 .95 cents per month
Garbage & Recycling-up .09 per garbage can, up .08 cents recycling } Enterprise Funds Only

Personnel

Market/Merit Increase 1% (effective date will not be July 1)
Pay grade shift varies by position (effective date will not be July 1)
7% Health Insurance Increase
URS Public Safety Tier II required contribution increase 2%
URS Tier II employer contribution increase 2.27%
One new position to help Customer Service Center--move utility billing function to Finance

Capital Projects

\$500k Street Surface Treatment. Added \$100k - FY17 was \$200k
\$1.58 million 975 S 1480 W Reconstruct - \$280k street, \$666k water, \$518k sewer, \$117 storm
\$435k Future street project set aside
\$200k Maintenance & Operation Center Design, \$300k total split 5 funds
\$150k Arts Center First Floor Renovation set aside - \$300k + total
\$250k City Hall West Entrance and Landscaping
\$90k Central Park Restroom
\$65k Kiwanis Park Playground Replace
\$46k Streetlights - 1800 S - Main to 200 E (near Island View Park)
\$40k Kiwanis & Fisher court resurfacing
\$32k 2 Variable Message Boards
\$93k Sewer - Utility line camera
\$500k Water - State Street Ph 2 - 1000 S. to 1000 E. 10 inch waterline
\$335k Sewer- G Street Phase 4 - All phase budget \$1.2 mill
\$1.4 mill Storm - H Street ph 3 & 4 } Enterprise Funds Only

FY21 Budget Summary All Funds

	Revenues & Transfers In	Operating Expenditures & Transfers Out	Capital Expenditures	Total Expenditures	Change in Available Cash
Governmental Funds					
General Fund	\$ 20,146,697	\$ 17,708,937	\$ 3,988,890	\$ 21,697,827	\$ (1,551,130)
CDRA	2,550,086	2,360,780	615,340	2,976,120	(426,034)
Debt Service Fund	515,525	515,525		515,525	-
Capital Projects	2,248,301		5,070,134	5,070,134	(2,821,833)
Total Governmental	\$ 25,460,609	\$ 20,585,242	\$ 9,674,364	\$ 30,259,606	\$ (4,798,997)
Enterprise Funds					
Utility Administration	\$ 493,304	\$ 493,304	\$ -	\$ 493,304	-
Water	3,718,500	3,285,149	5,041,402	8,326,551	(4,608,051)
Sewer	4,662,000	4,433,147	2,608,801	7,041,948	(2,379,948)
Storm Water	1,162,320	739,006	4,268,301	5,007,307	(3,844,987)
Garbage & Recycling	1,679,000	1,648,116	88,951	1,737,067	(58,067)
Total Enterprise	\$ 11,715,124	\$ 10,598,722	\$ 12,007,455	\$ 22,606,177	\$ (10,891,053)
Internal Service Funds					
Fleet Fund	\$ 624,021	\$ 532,112	\$ -	\$ 532,112	91,909
Risk Management	323,278	323,278	-	323,278	-
Permanent Funds					
Cemetery Perpetual Care	10,200	-	-	-	10,200

General Fund-Budget Net Ongoing Rev & Exp

Measure of Sustainability

Sources

Revenues	\$17,241,669
Transfer In	\$1,239,117
Non-Operating Revenues	<u>-\$1,520,384</u>
Total Operating Revenue	\$16,960,402

Ongoing Expenditures

Personnel	\$11,092,719
Materials & Services	\$4,672,624
Debt	<u>\$1,144,435</u>
Total Operating & Debt	\$16,909,778

Net Ongoing Surplus	<u><u>\$50,624</u></u>
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General Fund Budget Summary

Measure of Security

FY21

Sources

Revenues & Transfers In	\$	18,480,786
Use of Restricted	\$	1,665,911
Total Sources	\$	20,146,697

GFOA Recommendation - maintain unrestricted fund balance of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.

Expenditures

Personnel	\$	11,092,719
Materials & Services	\$	4,672,624
Debt	\$	1,144,435
Total Operating & Debt	\$	16,909,778

One-time Operations Expense	\$	34,000
2018 Mabey Bond Payment	\$	585,911
CDBG	\$	179,248
Mabey Place Construction	\$	1,000,000
Capital	\$	2,988,890
Total One-time Expenses	\$	4,788,049

Two Month Operating Exp

\$2,818,296

Amount Above Two Mnth Oper

\$619,534

Total Expenditures **\$** **21,697,827**

Use of Available Reserves

\$ **(1,551,130)**

Est Beg Unrestricted Balance	\$	4,405,960
End Unrestricted Fund Balance	\$	3,437,830
Unrestrctd % of Revenues		19.9%

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
General Fund					
Taxes					
311001 Current General Property	\$ 1,681,136	\$ 1,583,670	\$ 1,641,297	\$ 2,140,000	\$ 498,703
311002 Vehicle Value Based Tax	\$ 165,518	\$ 135,928	\$ 115,000	\$ 115,000	\$ -
312001 Delinquent Taxes Prior Yr	\$ 160,604	\$ 145,729	\$ 55,000	\$ 55,000	\$ -
313001 General Sales & Use Taxes	\$ 4,486,220	\$ 4,647,589	\$ 4,500,000	\$ 4,080,000	\$ (420,000)
313002 Energy Use Tax	\$ 2,548,154	\$ 2,838,491	\$ 2,750,000	\$ 2,810,000	\$ 60,000
313003 PARAT Tax	\$ 252,762	\$ 259,536	\$ 225,000	\$ 270,000	\$ 45,000
314002 CaTV Franchise Taxes	\$ 163,422	\$ 158,415	\$ 150,000	\$ 150,000	\$ -
314003 Utility Franchise Taxes	\$ 479,437	\$ 478,725	\$ 470,000	\$ 470,000	\$ -
314004 Muni Telecom License Tax	\$ 246,630	\$ 206,532	\$ 220,000	\$ 175,000	\$ (45,000)
315001 Transient Room Tax	\$ 7,928	\$ 8,894	\$ 7,000	\$ 7,000	\$ -
Taxes Total	\$ 10,191,812	\$ 10,463,509	\$ 10,133,297	\$ 10,272,000	\$ 138,703
Licenses & Permits					
321001 Business Licenses	\$ 108,203	\$ 97,938	\$ 100,000	\$ 100,000	\$ -
321002 Landlord Registration	\$ 58,312	\$ 52,639	\$ 51,500	\$ 51,500	\$ -
322002 Sign Permits	\$ 1,545	\$ 1,075	\$ 2,200	\$ 2,200	\$ -
322101 Building Permits	\$ 114,808	\$ 255,204	\$ 175,000	\$ 195,000	\$ 20,000
322102 Electrical,Plumbing & Gas	\$ 14,572	\$ 23,337	\$ 20,000	\$ -	\$ (20,000)
322103 Excavation Permits	\$ 1,900	\$ 2,430	\$ 1,600	\$ 1,600	\$ -
322104 Demolition Permits	\$ 450	\$ 1,350	\$ 900	\$ 900	\$ -
322105 Inspection Fees	\$ 5,405	\$ 2,773	\$ 4,000	\$ 4,000	\$ -
322401 Cemetery & Burial Permits	\$ 23,950	\$ 21,300	\$ 22,000	\$ 22,000	\$ -
Licenses & Permits Total	\$ 329,146	\$ 458,047	\$ 377,200	\$ 377,200	\$ -
Intergovernmental					
331006 CDBG Grant Revenue	\$ 41,899	\$ 388,341	\$ 197,625	\$ 198,248	\$ 623
334001 State Grants	\$ 79,882	\$ 101,124	\$ 250,477	\$ 247,477	\$ (3,000)
335001 Class C Roads	\$ 977,906	\$ 1,048,626	\$ 1,050,000	\$ 1,075,000	\$ 25,000
335002 Liquor Fund Allotment	\$ 31,515	\$ 32,268	\$ 31,130	\$ 31,130	\$ -
335003 County Transportation	\$ 351,939	\$ 367,173	\$ 349,000	\$ 445,000	\$ 96,000
Intergovernmental Total	\$ 1,483,139	\$ 1,937,532	\$ 1,878,232	\$ 1,996,855	\$ 118,623
Charges for Services					
341001 Zoning & Subdivision	\$ 22,801	\$ 78,875	\$ 30,000	\$ 30,000	\$ -
341002 Plan Check Fee	\$ 28,562	\$ 76,243	\$ 28,000	\$ 70,000	\$ 42,000
342001 Special Police Services	\$ 39,129	\$ 38,802	\$ 34,000	\$ 34,000	\$ -
342002 Davis SD Police Protectio	\$ 71,000	\$ 71,000	\$ 65,000	\$ 65,000	\$ -
342003 Dui/Seatbelt (Overtime Re	\$ 30,274	\$ 20,051	\$ 20,000	\$ 20,000	\$ -
342004 E-911 Service Fees	\$ 300,700	\$ 298,230	\$ 295,000	\$ 300,000	\$ 5,000
342006 Dispatch Services	\$ 85,008	\$ 85,008	\$ 85,000	\$ 85,000	\$ -
342007 Metro Narcotics Ovt	\$ 11,387	\$ 13,617	\$ 14,000	\$ 14,000	\$ -
343002 MIDA	\$ 8,811	\$ 13,291	\$ 10,000	\$ 10,000	\$ -
347001 Aquatic & Fitness Center	\$ 1,292,045	\$ 1,187,243	\$ 1,300,000	\$ 1,200,000	\$ (100,000)
347003 Recreation	\$ 310,428	\$ 328,763	\$ 350,000	\$ 373,000	\$ 23,000
348001 Cemetery Plots	\$ 16,654	\$ 11,200	\$ 11,000	\$ 11,000	\$ -
349002 NDFD Billing	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -
Charges for Services Total	\$ 2,216,798	\$ 2,222,322	\$ 2,244,000	\$ 2,214,000	\$ (30,000)

FY2021 Revenues - Tentative Budget

	FY18	FY19	FY20	FY21	Change
	Actuals	Actuals	Budget	Budget	'20 to '21
Fines & Forfeitures					
351001 Fines/Forfeitures	\$ 491,952	\$ 469,214	\$ 475,000	\$ 470,000	\$ (5,000)
351003 Code Enforcement Fines	\$ 1,275	\$ 5,323	\$ 9,000	\$ 15,000	\$ 6,000
353001 Fees/Costs/Contempt	\$ 257,615	\$ 267,877	\$ 250,000	\$ 250,000	\$ -
353002 Court Security Fees	\$ 18,598	\$ 17,587	\$ 18,000	\$ 18,000	\$ -
353003 Misc Court Cost Reimb	\$ 1,143	\$ 73	\$ 1,000	\$ 1,000	\$ -
Fines & Forfeitures Total	\$ 770,583	\$ 760,075	\$ 753,000	\$ 754,000	\$ 1,000
Miscellaneous					
361001 Interest Earnings	\$ 117,030	\$ 211,464	\$ 60,000	\$ 60,000	\$ -
361005 Unrealized Gains & Losses	\$ (119,409)	\$ 158,783	\$ -	\$ -	\$ -
362001 Community Service Rentals	\$ 93,325	\$ 120,591	\$ 90,000	\$ 90,000	\$ -
362002 Rent/Lease Revenues	\$ 1,250	\$ 17,906	\$ -	\$ 15,600	\$ 15,600
364001 Sale Of Fixed Assets G/L	\$ -	\$ 54,893	\$ -	\$ 1,990,000	\$ 1,990,000
367001 Bond Proceeds	\$ 7,277,076	\$ -	\$ -	\$ -	\$ -
369001 Misc Revenues	\$ 76,559	\$ 80,758	\$ 65,000	\$ 50,000	\$ (15,000)
369003 Donation Revenue	\$ 112,576	\$ 71,152	\$ 77,000	\$ 115,500	\$ 38,500
369004 Return Check Fees	\$ 700	\$ 694	\$ 750	\$ 750	\$ -
369005 One Time Misc Revenue	\$ 50,412	\$ 7,070	\$ -	\$ -	\$ -
Miscellaneous Total	\$ 7,609,518	\$ 723,310	\$ 292,750	\$ 2,321,850	\$ 2,029,100
Utility Charges					
371007 Commercial Fire Protect	\$ 111,048	\$ 114,127	\$ 100,000	\$ 105,000	\$ 5,000
Utility Charges Total	\$ 111,048	\$ 114,127	\$ 100,000	\$ 105,000	\$ 5,000
Other Sources					
381002 Trnf CDRA Sales Tax Bond	\$ 767,803	\$ 772,482	\$ 774,208	\$ 775,943	\$ 1,735
381003 Trnf EF Sales Tax Bond	\$ 156,148	\$ 157,099	\$ 156,678	\$ 156,678	\$ -
381005 Trnf from EF	\$ 90,899	\$ 93,717	\$ 105,000	\$ 100,000	\$ (5,000)
382001 Trnf from CDRA	\$ 170,867	\$ 211,276	\$ 207,431	\$ 206,496	\$ (935)
382002 EF Indirect Cost Alloc	\$ 1,028,347	\$ 1,065,132	\$ 1,166,764	\$ 1,186,764	\$ 20,000
382003 Pay In Lieu Davis County	\$ 4,004	\$ 3,955	\$ 4,000	\$ 4,000	\$ -
Other Sources Total	\$ 2,218,067	\$ 2,303,661	\$ 2,414,081	\$ 2,429,881	\$ 15,800
General Fund Total	\$ 24,930,112	\$ 18,982,582	\$ 18,192,560	\$ 20,470,786	\$ 2,278,226

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
CDRA					
Taxes					
311103 EDA #3 - ATK	\$ 217,335	\$ 1,101,843	\$ 774,374	\$ 1,035,052	\$ 260,678
311106 RDA #6	\$ 243,238	\$ 227,326	\$ 201,041	\$ 222,586	\$ 21,545
311107 RDA #7	\$ 184,839	\$ 245,755	\$ 243,537	\$ 258,755	\$ 15,218
311108 RDA #8	\$ 211,716	\$ 251,991	\$ 251,529	\$ 171,103	\$ (80,426)
311109 RDA #9	\$ 331,267	\$ 368,477	\$ 341,201	\$ 411,578	\$ 70,377
311110 RDA #10	\$ 304,154	\$ 333,417	\$ 332,184	\$ 221,153	\$ (111,031)
311111 CDA #1 - Clfd Station	\$ -	\$ 66,239	\$ 274,233	\$ 154,859	\$ (119,374)
Taxes Total	\$ 1,492,549	\$ 2,595,048	\$ 2,418,099	\$ 2,475,086	\$ 56,987
Intergovernmental					
337001 Local Grants	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Intergovernmental Total	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Miscellaneous					
361001 Interest Earnings	\$ 99,818	\$ 156,763	\$ 75,000	\$ 75,000	\$ -
362002 Rent Revenues	\$ 4,000	\$ -	\$ -	\$ -	\$ -
364001 Sale Of Fixed Assets G/L	\$ -	\$ (77,636)	\$ -	\$ -	\$ -
369001 Misc Revenues	\$ 2,200	\$ (1,225)	\$ -	\$ -	\$ -
Miscellaneous Total	\$ 106,018	\$ 77,902	\$ 75,000	\$ 75,000	\$ -
CDRA Total	\$ 1,598,567	\$ 2,697,950	\$ 2,493,099	\$ 2,550,086	\$ 56,987

FY2021 Revenues - Tentative Budget

		FY18		FY19		FY20		FY21		Change
		Actuals		Actuals		Budget		Budget		'20 to '21
GO Bond Debt Service										
Taxes										
311001 Current General Property	\$	827,448	\$	776,977	\$	707,576	\$	345,575	\$	(362,001)
Taxes Total	\$	827,448	\$	776,977	\$	707,576	\$	345,575	\$	(362,001)
Other Sources										
381005 Trnf from EF	\$	356,850	\$	358,739	\$	348,249	\$	169,950	\$	(178,299)
Other Sources Total	\$	356,850	\$	358,739	\$	348,249	\$	169,950	\$	(178,299)
GO Bond Debt Service Total	\$	1,184,298	\$	1,135,716	\$	1,055,825	\$	515,525	\$	(540,300)

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Park Capital Improvements					
Licenses & Permits					
323004 Park Impact Fees	\$ 53,484	\$ 324,225	\$ 60,000	\$ 60,000	\$ -
Licenses & Permits Total	\$ 53,484	\$ 324,225	\$ 60,000	\$ 60,000	\$ -
Miscellaneous					
361001 Interest Earnings	\$ 13,307	\$ 24,784	\$ 3,000	\$ 3,000	\$ -
Miscellaneous Total	\$ 13,307	\$ 24,784	\$ 3,000	\$ 3,000	\$ -
Park Capital Improvements Total	\$ 66,791	\$ 349,010	\$ 63,000	\$ 63,000	\$ -

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Capital Projects Fund					
Miscellaneous					
361001 Interest Earnings	\$ 31,954	\$ 71,818	\$ 15,000	\$ 15,000	\$ -
369005 One Time Misc Revenue	\$ 42,889	\$ -	\$ -	\$ -	\$ -
Miscellaneous Total	\$ 74,843	\$ 71,818	\$ 15,000	\$ 15,000	\$ -
Other Sources					
381004 Trnf from GF	\$ 1,382,200	\$ 1,660,491	\$ 1,953,715	\$ 2,170,301	\$ 216,586
Other Sources Total	\$ 1,382,200	\$ 1,660,491	\$ 1,953,715	\$ 2,170,301	\$ 216,586
Capital Projects Fund Total	\$ 1,457,043	\$ 1,732,309	\$ 1,968,715	\$ 2,185,301	\$ 216,586

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Utility Administration					
Miscellaneous					
361001 Interest Earnings	\$ 22,776	\$ 35,802	\$ 20,000	\$ 20,000	\$ -
369004 Return Check Fees	\$ 780	\$ 540	\$ -	\$ -	\$ -
369006 Late Fees/Penalty	\$ 152,905	\$ 150,636	\$ 140,000	\$ 140,000	\$ -
371001 Water Charges	\$ (133)	\$ 2,020	\$ -	\$ -	\$ -
Miscellaneous Total	\$ 176,327	\$ 188,998	\$ 160,000	\$ 160,000	\$ -
Utility Charges					
371005 Water Service Fees	\$ 17,765	\$ 17,580	\$ 20,000	\$ 19,000	\$ (1,000)
Utility Charges Total	\$ 17,765	\$ 17,580	\$ 20,000	\$ 19,000	\$ (1,000)
Other Sources					
381005 Trnf from EF	\$ 148,978	\$ 213,615	\$ 236,398	\$ 236,398	\$ -
Other Sources Total	\$ 148,978	\$ 213,615	\$ 236,398	\$ 236,398	\$ -
Utility Administration Total	\$ 343,070	\$ 420,193	\$ 416,398	\$ 415,398	\$ (1,000)

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Water					
Licenses & Permits					
323001 Water Impact Fees	\$ 24,390	\$ 34,241	\$ 25,000	\$ 25,000	\$ -
Licenses & Permits Total	\$ 24,390	\$ 34,241	\$ 25,000	\$ 25,000	\$ -
Miscellaneous					
361001 Interest Earnings	\$ 83,301	\$ 94,284	\$ 30,000	\$ 30,000	\$ -
364001 Sale Of Fixed Assets G/L	\$ -	\$ (250,967)	\$ -	\$ -	\$ -
367002 Bond Premium	\$ 2,023	\$ -	\$ -	\$ -	\$ -
369001 Misc Revenues	\$ -	\$ 3,823	\$ -	\$ -	\$ -
371001 Water Charges	\$ 3,542,516	\$ 3,472,795	\$ 3,550,000	\$ 3,550,000	\$ -
Miscellaneous Total	\$ 3,627,841	\$ 3,319,935	\$ 3,580,000	\$ 3,580,000	\$ -
Utility Charges					
371003 Water Meter Connection	\$ 9,551	\$ 16,781	\$ 13,000	\$ 13,000	\$ -
371006 Fire Hydrant Meter Rental	\$ 25	\$ -	\$ 500	\$ 500	\$ -
371008 Water Charges-City	\$ 90,899	\$ 93,717	\$ 100,000	\$ 100,000	\$ -
Utility Charges Total	\$ 100,475	\$ 110,498	\$ 113,500	\$ 113,500	\$ -
Water Total	\$ 3,752,706	\$ 3,464,674	\$ 3,718,500	\$ 3,718,500	\$ -

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Sewer					
Licenses & Permits					
323002 Sewer Impact Fees	\$ 24,002	\$ 50,546	\$ 40,000	\$ 40,000	\$ -
Licenses & Permits Total	\$ 24,002	\$ 50,546	\$ 40,000	\$ 40,000	\$ -
Miscellaneous					
361001 Interest Earnings	\$ 39,762	\$ 52,160	\$ 17,000	\$ 17,000	\$ -
364001 Sale Of Fixed Assets G/L	\$ -	\$ (63,830)	\$ -	\$ -	\$ -
369001 Misc Revenues	\$ 1,311	\$ 3,647	\$ -	\$ -	\$ -
Miscellaneous Total	\$ 41,073	\$ (8,023)	\$ 17,000	\$ 17,000	\$ -
Utility Charges					
372001 Sewer Charges	\$ 4,471,947	\$ 4,547,552	\$ 4,535,000	\$ 4,605,000	\$ 70,000
Utility Charges Total	\$ 4,471,947	\$ 4,547,552	\$ 4,535,000	\$ 4,605,000	\$ 70,000
Sewer Total	\$ 4,537,022	\$ 4,590,074	\$ 4,592,000	\$ 4,662,000	\$ 70,000

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Storm Drain					
Licenses & Permits					
323003 Storm Water Impact Fees	\$ 1,732	\$ 9,198	\$ 3,500	\$ 6,000	\$ 2,500
Licenses & Permits Total	\$ 1,732	\$ 9,198	\$ 3,500	\$ 6,000	\$ 2,500
Charges for Services					
343002 MIDA	\$ 2,319	\$ 2,319	\$ 2,320	\$ 2,320	\$ -
Charges for Services Total	\$ 2,319	\$ 2,319	\$ 2,320	\$ 2,320	\$ -
Miscellaneous					
361001 Interest Earnings	\$ 58,347	\$ 71,313	\$ 10,000	\$ 10,000	\$ -
364001 Sale Of Fixed Assets G/L	\$ -	\$ (34,738)	\$ -	\$ -	\$ -
369001 Misc Revenues	\$ 206	\$ 47,561	\$ -	\$ -	\$ -
Miscellaneous Total	\$ 58,553	\$ 84,136	\$ 10,000	\$ 10,000	\$ -
Utility Charges					
373001 Storm Water Charges	\$ 1,021,895	\$ 1,067,671	\$ 1,060,000	\$ 1,144,000	\$ 84,000
Utility Charges Total	\$ 1,021,895	\$ 1,067,671	\$ 1,060,000	\$ 1,144,000	\$ 84,000
Storm Drain Total	\$ 1,084,499	\$ 1,163,325	\$ 1,075,820	\$ 1,162,320	\$ 86,500

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Solid Waste					
Miscellaneous					
361001 Interest Earnings	\$ 20,624	\$ 23,338	\$ 4,000	\$ 4,000	\$ -
Miscellaneous Total	\$ 20,624	\$ 23,338	\$ 4,000	\$ 4,000	\$ -
Utility Charges					
374001 Garbage Charges	\$ 1,413,770	\$ 1,416,655	\$ 1,617,000	\$ 1,675,000	\$ 58,000
Utility Charges Total	\$ 1,413,770	\$ 1,416,655	\$ 1,617,000	\$ 1,675,000	\$ 58,000
Solid Waste Total	\$ 1,434,395	\$ 1,439,993	\$ 1,621,000	\$ 1,679,000	\$ 58,000

FY2021 Revenues - Tentative Budget

	FY18	FY19	FY20	FY21	Change
	Actuals	Actuals	Budget	Budget	'20 to '21
Fleet Management					
Charges for Services					
344001 Fleet Charges From GF	\$ 145,488	\$ 144,120	\$ 157,136	\$ 164,219	\$ 7,083
344002 Fleet Charges From Water	\$ 32,657	\$ 28,923	\$ 32,163	\$ 33,596	\$ 1,432
344003 Fleet Charges From Sewer	\$ 14,723	\$ 13,039	\$ 14,500	\$ 15,143	\$ 642
344004 Fleet Charges Storm Water	\$ 8,171	\$ 7,236	\$ 8,047	\$ 8,388	\$ 341
345001 Consum. Chrgs From Gf	\$ 203,748	\$ 187,756	\$ 247,825	\$ 238,175	\$ (9,650)
345002 Consum. Chrgs From Water	\$ 35,010	\$ 34,685	\$ 51,000	\$ 34,000	\$ (17,000)
345003 Consum. Chrgs From Sewer	\$ 17,469	\$ 20,610	\$ 24,000	\$ 24,000	\$ -
345004 Consum. Chrgs Storm Water	\$ 5,428	\$ 8,945	\$ 16,500	\$ 16,500	\$ -
345006 Consum. Chrgs Outside Ser	\$ 975	\$ 4,742	\$ 6,000	\$ 13,000	\$ 7,000
346001 Vehicle&Equip Replace GF	\$ 359,500	\$ 303,664	\$ 330,201	\$ 495,383	\$ 165,182
346002 Vehicle&Equip Replace Wtr	\$ 31,500	\$ 60,816	\$ 261,700	\$ 154,350	\$ (107,350)
346003 Vehicle&Equip Replace Swr	\$ 31,500	\$ 36,936	\$ -	\$ 63,350	\$ 63,350
346004 Vehicle&Equip Replc Strm	\$ -	\$ 273,418	\$ -	\$ 63,350	\$ 63,350
Charges for Services Total	\$ 886,169	\$ 1,124,891	\$ 1,149,073	\$ 1,323,453	\$ 174,380
Miscellaneous					
364001 Sale Of Fixed Assets G/L	\$ (16,855)	\$ 17,204	\$ -	\$ -	\$ -
365001 Fuel Charges	\$ 14,247	\$ 17,143	\$ 12,000	\$ 12,000	\$ -
369001 Misc Revenues	\$ 810	\$ -	\$ -	\$ -	\$ -
Miscellaneous Total	\$ (1,798)	\$ 34,348	\$ 12,000	\$ 12,000	\$ -
Fleet Management Total	\$ 884,371	\$ 1,159,239	\$ 1,161,073	\$ 1,335,453	\$ 174,380

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Risk Management					
Charges for Services					
344006 Risk Mgmt Charges - GF	\$ 192,512	\$ 171,951	\$ 227,689	\$ 227,689	\$ -
344007 Risk Mgmt Charges - Water	\$ 29,377	\$ 27,239	\$ 37,147	\$ 37,147	\$ -
344008 Risk Mgmt Charges - Sewer	\$ 14,901	\$ 14,985	\$ 20,994	\$ 20,994	\$ -
344009 Risk Mgmt Charges - Storm	\$ 5,484	\$ 5,837	\$ 8,937	\$ 8,937	\$ -
344011 Risk Mgmt Charges - Fleet	\$ 2,801	\$ 2,360	\$ 3,111	\$ 3,111	\$ -
344013 Risk Mgmt Charges - Garba	\$ 6,288	\$ 5,549	\$ 8,558	\$ 8,558	\$ -
Charges for Services Total	\$ 251,362	\$ 227,920	\$ 306,436	\$ 306,436	\$ -
Risk Management Total	\$ 251,362	\$ 227,920	\$ 306,436	\$ 306,436	\$ -

FY2021 Revenues - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Perpetual Cemetery Fund					
Charges for Services					
348002 Perpetual Care	\$ 15,300	\$ 11,000	\$ 9,000	\$ 9,000	\$ -
Charges for Services Total	\$ 15,300	\$ 11,000	\$ 9,000	\$ 9,000	\$ -
Miscellaneous					
361001 Interest Earnings	\$ 2,562	\$ 6,279	\$ 1,200	\$ 1,200	\$ -
Miscellaneous Total	\$ 2,562	\$ 6,279	\$ 1,200	\$ 1,200	\$ -
Perpetual Cemetery Fund Total	\$ 17,862	\$ 17,279	\$ 10,200	\$ 10,200	\$ -

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
General Fund					
104111 Mayor & Council					
Personnel					
611101 Full-Time Employees	\$77,699	\$72,560	\$79,080	\$72,486	-\$6,594
613101 FICA	\$5,104	\$4,697	\$5,545	\$5,508	-\$37
613201 Utah Retirement Systems	\$12,227	\$12,307	\$12,190	\$12,195	\$5
613301 Health Insurance	\$51,560	\$60,934	\$66,650	\$71,037	\$4,387
613302 Dental Insurance	\$4,331	\$4,243	\$4,243	\$4,246	\$3
613304 Vision Insurance	\$931	\$912	\$931	\$932	\$1
613401 Worker's Compensation	\$801	\$826	\$799	\$761	-\$38
614101 Clothing Allow - FT	\$338	\$184	\$960	\$960	\$0
Personnel Total	\$152,992	\$156,665	\$170,398	\$168,125	-\$2,273
Operations					
621201 Membership Dues	\$18,684	\$20,067	\$21,065	\$21,069	\$4
621301 Training & Registration	\$5,490	\$7,200	\$9,775	\$9,180	-\$595
623101 In-State Travel	\$472	\$793	\$1,500	\$2,852	\$1,352
623102 In-State Meals	\$306	\$550	\$660	\$0	-\$660
623103 In-State Transportation	\$366	\$678	\$816	\$0	-\$816
623501 Out-of-State Travel	\$3,916	\$5,860	\$6,600	\$11,700	\$5,100
623502 Out-Of-State Meals	\$1,615	\$1,512	\$2,800	\$0	-\$2,800
623503 Out-Of-State Transport	\$3,034	\$2,548	\$3,600	\$0	-\$3,600
623505 Out-Of-State Misc	\$54	\$0	\$500	\$0	-\$500
631003 Insurance Fees	\$1,821	\$1,627	\$1,724	\$1,845	\$121
645002 Donation Expenditures	\$0	\$0	\$2,500	\$2,500	\$0
663001 Contingency	\$7,887	\$0	\$5,000	\$5,000	\$0
664001 Council Expense	\$44,302	\$54,926	\$55,400	\$55,401	\$1
664002 Youth Commission	\$391	\$0	\$1,000	\$3,500	\$2,500
Operations Total	\$88,338	\$95,760	\$112,940	\$113,047	\$107
104111 Mayor & Council Total	\$241,330	\$252,425	\$283,338	\$281,172	-\$2,166

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104121 Justice Court					
Personnel					
611101 Full-Time Employees	\$218,755	\$218,452	\$219,721	\$224,756	\$5,035
611201 Overtime	\$99	\$27	\$105	\$105	\$0
611501 Part-Time	\$32,808	\$30,389	\$40,673	\$26,144	-\$14,529
613101 FICA	\$18,143	\$18,095	\$19,928	\$19,159	-\$769
613201 Utah Retirement Systems	\$39,250	\$37,449	\$38,409	\$39,203	\$794
613301 Health Insurance	\$59,041	\$66,121	\$72,150	\$75,825	\$3,675
613302 Dental Insurance	\$4,732	\$4,540	\$4,637	\$4,640	\$3
613304 Vision Insurance	\$1,047	\$1,004	\$1,046	\$1,048	\$2
613401 Worker's Compensation	\$206	\$204	\$212	\$191	-\$21
613601 LTD, ADD, & Life	\$2,066	\$1,872	\$2,596	\$2,018	-\$578
614101 Clothing Allow - FT	\$0	\$81	\$360	\$300	-\$60
Personnel Total	\$376,148	\$378,235	\$399,837	\$393,389	-\$6,448
Operations					
621101 Publications & Subscriptions	\$780	\$810	\$700	\$700	\$0
621201 Membership Dues	\$486	\$240	\$320	\$345	\$25
621301 Training & Registration	\$92	\$553	\$560	\$645	\$85
623101 In-State Travel	\$1,265	\$1,199	\$1,375	\$2,807	\$1,432
623102 In-State Meals	\$663	\$523	\$688	\$0	-\$688
623103 In-State Transportation	\$0	\$476	\$642	\$0	-\$642
624001 Office Supplies	\$3,585	\$3,687	\$5,200	\$4,000	-\$1,200
631003 Insurance Fees	\$2,287	\$2,050	\$2,173	\$2,325	\$152
631004 Bank Fees	\$8,980	\$8,105	\$7,450	\$7,450	\$0
631006 Contracted Services	\$53,951	\$58,096	\$66,000	\$66,000	\$0
645001 Special Department Allow	\$0	\$177	\$500	\$500	\$0
661001 Miscellaneous Supplies	\$94	\$260	\$1,600	\$500	-\$1,100
662001 Miscellaneous Services	\$6,765	\$5,982	\$7,150	\$7,915	\$765
Operations Total	\$78,949	\$82,157	\$94,358	\$93,187	-\$1,171
104121 Justice Court Total	\$455,096	\$460,393	\$494,195	\$486,576	-\$7,619

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104131 City Manager					
Personnel					
611101 Full-Time Employees	\$253,978	\$252,367	\$268,209	\$276,246	\$8,037
611501 Part-Time	\$0	\$2,952	\$3,900	\$7,772	\$3,872
613101 FICA	\$19,326	\$19,899	\$20,150	\$21,667	\$1,517
613201 Utah Retirement Systems	\$43,881	\$46,683	\$49,317	\$50,802	\$1,485
613301 Health Insurance	\$28,916	\$33,598	\$36,100	\$38,394	\$2,294
613302 Dental Insurance	\$2,415	\$2,318	\$2,318	\$2,320	\$2
613304 Vision Insurance	\$534	\$513	\$523	\$524	\$1
613401 Worker's Compensation	\$3,061	\$3,128	\$3,196	\$3,054	-\$142
613601 LTD, ADD, & Life	\$1,319	\$1,723	\$1,298	\$1,681	\$383
614101 Clothing Allow - FT	\$56	\$70	\$120	\$120	\$0
614201 Car Allowance	\$7,555	\$10,200	\$10,200	\$10,200	\$0
Personnel Total	\$361,039	\$373,450	\$395,331	\$412,780	\$17,449
Operations					
621101 Publications & Subscriptions	\$288	\$0	\$150	\$150	\$0
621201 Membership Dues	\$1,809	\$1,200	\$2,190	\$2,315	\$125
621301 Training & Registration	\$2,195	\$2,765	\$3,170	\$3,920	\$750
623101 In-State Travel	\$449	\$506	\$1,000	\$1,637	\$637
623102 In-State Meals	\$408	\$440	\$440	\$0	-\$440
623103 In-State Transportation	\$208	\$231	\$231	\$0	-\$231
623501 Out-of-State Travel	\$1,395	\$1,709	\$2,400	\$7,530	\$5,130
623502 Out-Of-State Meals	\$384	\$690	\$610	\$0	-\$610
623503 Out-Of-State Transport	\$413	\$780	\$900	\$0	-\$900
623505 Out-Of-State Misc	\$0	\$0	\$200	\$0	-\$200
624001 Office Supplies	\$85	\$24	\$100	\$100	\$0
624005 Printing	\$691	\$0	\$300	\$300	\$0
631003 Insurance Fees	\$1,604	\$1,381	\$1,464	\$1,566	\$102
631006 Contracted Services	\$0	\$0	\$10,000	\$5,000	-\$5,000
645001 Special Department Allow	\$6,472	\$7,452	\$9,100	\$10,900	\$1,800
661001 Miscellaneous Supplies	\$752	\$0	\$500	\$500	\$0
663001 Contingency	\$3,820	\$0	\$10,000	\$10,000	\$0
Operations Total	\$20,973	\$17,179	\$42,755	\$43,918	\$1,162
104131 City Manager Total	\$382,012	\$390,629	\$438,086	\$456,698	\$18,611

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104132 City Recorder					
Personnel					
611101 Full-Time Employees	\$115,738	\$121,374	\$126,549	\$130,333	\$3,784
611201 Overtime	\$310	\$481	\$510	\$510	\$0
613101 FICA	\$8,487	\$8,795	\$9,720	\$9,992	\$272
613201 Utah Retirement Systems	\$21,323	\$22,590	\$23,356	\$23,963	\$607
613301 Health Insurance	\$27,839	\$29,681	\$31,900	\$33,874	\$1,974
613302 Dental Insurance	\$2,194	\$1,925	\$1,925	\$1,926	\$1
613304 Vision Insurance	\$474	\$400	\$408	\$408	\$0
613401 Worker's Compensation	\$95	\$100	\$102	\$98	-\$4
613601 LTD, ADD, & Life	\$1,824	\$1,759	\$1,298	\$1,101	-\$197
614101 Clothing Allow - FT	\$94	\$96	\$120	\$120	\$0
Personnel Total	\$178,377	\$187,200	\$195,888	\$202,325	\$6,437
Operations					
621101 Publications & Subscriptions	\$644	\$632	\$550	\$550	\$0
621201 Membership Dues	\$749	\$902	\$1,080	\$1,285	\$205
621301 Training & Registration	\$1,508	\$1,679	\$2,755	\$2,755	\$0
622101 Public Outreach & Notices	\$6,294	\$7,479	\$8,000	\$8,000	\$0
623101 In-State Travel	\$0	\$1,044	\$1,330	\$1,990	\$660
623102 In-State Meals	\$0	\$581	\$770	\$0	-\$770
623104 In-State Mileage Reimburs	\$0	\$0	\$360	\$224	-\$136
623501 Out-of-State Travel	\$0	\$814	\$1,000	\$2,166	\$1,166
623502 Out-Of-State Meals	\$0	\$320	\$396	\$0	-\$396
623503 Out-Of-State Transport	\$0	\$238	\$350	\$0	-\$350
624001 Office Supplies	\$2,808	\$1,870	\$2,000	\$2,000	\$0
624006 Postage / Mailing	\$18	\$28	\$100	\$100	\$0
631003 Insurance Fees	\$993	\$849	\$899	\$962	\$63
631006 Contracted Services	\$3,969	\$5,987	\$5,550	\$9,150	\$3,600
662001 Miscellaneous Services	\$174	\$296	\$350	\$350	\$0
Operations Total	\$17,156	\$22,720	\$25,490	\$29,532	\$4,042
104132 City Recorder Total	\$195,533	\$209,920	\$221,378	\$231,857	\$10,479

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104133 Legal					
Personnel					
611101 Full-Time Employees	\$214,996	\$223,837	\$272,000	\$289,980	\$17,980
611501 Part-Time	\$0	\$6,282	\$25,000	\$23,890	-\$1,110
613101 FICA	\$16,393	\$17,604	\$22,677	\$24,340	\$1,663
613201 Utah Retirement Systems	\$37,620	\$39,398	\$47,759	\$50,490	\$2,731
613301 Health Insurance	\$44,204	\$50,364	\$72,115	\$64,743	-\$7,372
613302 Dental Insurance	\$3,549	\$3,478	\$3,478	\$4,040	\$562
613304 Vision Insurance	\$785	\$769	\$1,046	\$887	-\$159
613401 Worker's Compensation	\$654	\$706	\$1,179	\$1,143	-\$36
613601 LTD, ADD, & Life	\$1,062	\$1,016	\$1,947	\$2,301	\$354
614101 Clothing Allow - FT	\$166	\$16	\$300	\$300	\$0
614201 Car Allowance	\$4,614	\$4,800	\$4,800	\$4,800	\$0
Personnel Total	\$324,045	\$348,270	\$452,301	\$466,914	\$14,613
Operations					
621101 Publications & Subscriptions	\$2,247	\$2,130	\$2,040	\$2,040	\$0
621201 Membership Dues	\$2,420	\$150	\$2,210	\$2,210	\$0
621301 Training & Registration	\$1,758	\$2,798	\$4,450	\$4,450	\$0
623101 In-State Travel	\$2,170	\$1,317	\$4,350	\$6,013	\$1,663
623102 In-State Meals	\$1,129	\$724	\$1,705	\$0	-\$1,705
623103 In-State Transportation	\$330	\$400	\$150	\$0	-\$150
623104 In-State Mileage Reimburs	\$771	\$0	\$1,023	\$0	-\$1,023
623501 Out-of-State Travel	\$820	\$3,836	\$3,650	\$8,349	\$4,699
623502 Out-Of-State Meals	\$564	\$1,414	\$1,354	\$0	-\$1,354
623503 Out-Of-State Transport	\$733	\$924	\$2,920	\$0	-\$2,920
624001 Office Supplies	\$1,121	\$1,313	\$10,409	\$4,850	-\$5,559
631003 Insurance Fees	\$1,556	\$1,455	\$1,542	\$1,650	\$108
631006 Contracted Services	\$205	\$567	\$4,000	\$4,000	\$0
631009 Outside Legal Counsel	\$2,081	\$0	\$15,000	\$15,000	\$0
645001 Special Department Allow	\$419	\$607	\$43,500	\$43,500	\$0
661001 Miscellaneous Supplies	\$138	\$0	\$250	\$250	\$0
Operations Total	\$18,461	\$17,636	\$98,553	\$92,312	-\$6,241
104133 Legal Total	\$342,505	\$365,906	\$550,854	\$559,226	\$8,372

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104141 Human Resources					
Personnel					
611101 Full-Time Employees	\$134,501	\$114,888	\$120,760	\$124,408	\$3,648
613101 FICA	\$10,020	\$8,499	\$9,238	\$9,199	-\$39
613201 Utah Retirement Systems	\$24,571	\$21,058	\$22,138	\$22,757	\$619
613301 Health Insurance	\$28,893	\$33,675	\$45,053	\$47,394	\$2,341
613302 Dental Insurance	\$2,125	\$2,318	\$2,318	\$2,320	\$2
613304 Vision Insurance	\$422	\$256	\$262	\$262	\$0
613401 Worker's Compensation	\$110	\$94	\$97	\$94	-\$3
613501 Unemployment	\$2,196	\$0	\$15,000	\$12,000	-\$3,000
613601 LTD, ADD, & Life	\$1,148	\$983	\$1,298	\$1,065	-\$233
614101 Clothing Allow - FT	\$192	\$58	\$120	\$120	\$0
614201 Car Allowance	\$4,614	\$0	\$0	\$0	\$0
Personnel Total	\$208,791	\$181,830	\$216,284	\$219,619	\$3,335
Operations					
621101 Publications & Subscriptions	\$177	\$861	\$1,820	\$2,160	\$340
621201 Membership Dues	\$1,314	\$1,098	\$1,300	\$1,517	\$217
621301 Training & Registration	\$2,098	\$8,877	\$5,900	\$6,200	\$300
621401 Educational Reimbursement	\$6,461	\$10,380	\$14,000	\$14,000	\$0
622301 Job Advertisements	\$172	\$201	\$2,500	\$3,000	\$500
623101 In-State Travel	\$0	\$0	\$0	\$525	\$525
623102 In-State Meals	\$0	\$0	\$150	\$0	-\$150
623103 In-State Transportation	\$0	\$0	\$150	\$0	-\$150
623104 In-State Mileage Reimburs	\$197	\$114	\$200	\$0	-\$200
623501 Out-of-State Travel	\$155	\$1,996	\$1,000	\$1,970	\$970
623502 Out-Of-State Meals	\$0	\$751	\$345	\$0	-\$345
623503 Out-Of-State Transport	\$0	\$433	\$350	\$0	-\$350
623504 Out-Of-State Mileage	\$0	\$0	\$25	\$0	-\$25
623505 Out-Of-State Misc	\$0	\$0	\$100	\$0	-\$100
624001 Office Supplies	\$514	\$258	\$350	\$350	\$0
624004 Materials & Supplies	\$10,406	\$5,191	\$6,500	\$7,000	\$500
624005 Printing	\$441	\$336	\$400	\$950	\$550
624006 Postage / Mailing	\$97	\$12	\$200	\$200	\$0
631003 Insurance Fees	\$2,199	\$1,327	\$1,397	\$1,495	\$98
631006 Contracted Services	\$28,205	\$15,046	\$27,000	\$9,000	-\$18,000
645001 Special Department Allow	\$21,283	\$8,661	\$10,000	\$10,400	\$400
645003 Employee Incentive Awards	\$2,809	\$12,454	\$28,000	\$35,500	\$7,500
662001 Miscellaneous Services	\$2,839	\$1,829	\$3,200	\$3,200	\$0
Operations Total	\$79,367	\$69,824	\$104,887	\$97,467	-\$7,420
104141 Human Resources Total	\$288,158	\$251,654	\$321,171	\$317,086	-\$4,085

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104142 Information Technologies					
Personnel					
611101 Full-Time Employees	\$140,915	\$137,224	\$146,126	\$149,744	\$3,618
611501 Part-Time	\$17,484	\$16,741	\$22,122	\$22,865	\$743
613101 FICA	\$11,708	\$11,701	\$12,871	\$13,189	\$318
613201 Utah Retirement Systems	\$23,044	\$24,397	\$25,959	\$26,609	\$650
613301 Health Insurance	\$15,593	\$16,751	\$18,100	\$19,233	\$1,133
613302 Dental Insurance	\$1,465	\$1,719	\$1,719	\$1,720	\$1
613304 Vision Insurance	\$298	\$355	\$362	\$363	\$1
613401 Worker's Compensation	\$1,908	\$1,855	\$2,001	\$1,793	-\$208
613601 LTD, ADD, & Life	\$1,143	\$1,096	\$1,298	\$1,191	-\$107
614101 Clothing Allow - FT	\$55	\$52	\$120	\$120	\$0
Personnel Total	\$213,613	\$211,892	\$230,678	\$236,827	\$6,149
Operations					
621101 Publications & Subscriptions	\$0	\$0	\$240	\$240	\$0
621301 Training & Registration	\$897	\$1,900	\$4,425	\$4,425	\$0
623501 Out-of-State Travel	\$0	\$0	\$625	\$1,310	\$685
623502 Out-Of-State Meals	\$0	\$0	\$385	\$0	-\$385
623503 Out-Of-State Transport	\$0	\$0	\$300	\$0	-\$300
624001 Office Supplies	\$2,859	\$23	\$1,000	\$1,000	\$0
624201 Software	\$1,065	\$3,064	\$48,704	\$7,700	-\$41,004
624202 Hardware	\$58,858	\$354	\$0	\$0	\$0
624203 Website	\$3,798	\$278	\$5,500	\$5,500	\$0
624204 Annual Maint. & Support	\$112,861	\$225,837	\$218,817	\$238,906	\$20,089
625001 Equip. Maint. & Supplies	\$23,600	\$15,592	\$22,000	\$22,000	\$0
625002 Equipment Purchases	\$20,666	\$39,348	\$37,040	\$37,518	\$478
625204 Fleet Lease	\$1,575	\$1,395	\$1,395	\$1,395	\$0
628002 Landlines	\$20,843	\$34,336	\$26,350	\$26,350	\$0
631003 Insurance Fees	\$7,971	\$7,697	\$8,159	\$8,730	\$571
631006 Contracted Services	\$15,262	\$0	\$39,000	\$7,000	-\$32,000
645001 Special Department Allow	\$250	\$15	\$500	\$500	\$0
Operations Total	\$270,504	\$329,839	\$414,441	\$362,574	-\$51,866
Capital					
673001 Capital Project	\$17,443	\$21,990	\$29,700	\$29,700	\$0
674001 Machinery & Equipment	\$159,517	\$208,252	\$77,500	\$35,000	-\$42,500
Capital Total	\$176,960	\$230,242	\$107,200	\$64,700	-\$42,500
104142 Information Technologies Total	\$661,078	\$771,973	\$752,319	\$664,101	-\$88,217

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104143 Finance					
Personnel					
611101 Full-Time Employees	\$231,033	\$271,653	\$285,875	\$302,685	\$16,810
611201 Overtime	\$1,372	\$526	\$300	\$600	\$300
611501 Part-Time	\$4,238	\$0	\$0	\$0	\$0
613101 FICA	\$17,445	\$20,090	\$21,837	\$23,166	\$1,329
613201 Utah Retirement Systems	\$43,066	\$50,310	\$52,612	\$55,908	\$3,296
613301 Health Insurance	\$34,117	\$39,581	\$44,050	\$49,911	\$5,861
613302 Dental Insurance	\$2,879	\$3,040	\$3,045	\$3,220	\$175
613304 Vision Insurance	\$456	\$596	\$609	\$649	\$40
613401 Worker's Compensation	\$194	\$231	\$1,415	\$228	-\$1,187
613601 LTD, ADD, & Life	\$2,257	\$2,169	\$2,596	\$2,369	-\$227
614101 Clothing Allow - FT	\$120	\$234	\$240	\$240	\$0
Personnel Total	\$337,176	\$388,430	\$412,579	\$438,976	\$26,397
Operations					
621101 Publications & Subscriptions	\$0	\$12	\$300	\$300	\$0
621201 Membership Dues	\$275	\$275	\$590	\$590	\$0
621301 Training & Registration	\$298	\$1,098	\$1,100	\$1,100	\$0
623101 In-State Travel	\$245	\$429	\$1,040	\$1,878	\$838
623102 In-State Meals	\$128	\$330	\$495	\$0	-\$495
623103 In-State Transportation	\$306	\$311	\$408	\$0	-\$408
623501 Out-of-State Travel	\$0	\$0	\$450	\$1,170	\$720
623502 Out-Of-State Meals	\$0	\$0	\$220	\$0	-\$220
623503 Out-Of-State Transport	\$0	\$0	\$450	\$0	-\$450
623505 Out-Of-State Misc	\$0	\$0	\$50	\$0	-\$50
624001 Office Supplies	\$3,197	\$2,711	\$1,250	\$1,250	\$0
624004 Materials & Supplies	\$0	\$564	\$2,000	\$2,000	\$0
624005 Printing	\$296	\$833	\$0	\$0	\$0
631001 Auditor Fees	\$38,000	\$45,000	\$47,000	\$47,000	\$0
631003 Insurance Fees	\$1,918	\$1,809	\$1,917	\$2,051	\$134
631004 Bank Fees	-\$3,866	\$8,007	\$2,000	\$2,000	\$0
631006 Contracted Services	\$6,773	\$6,934	\$37,100	\$7,001	-\$30,099
645001 Special Department Allow	\$1,428	\$1,462	\$2,400	\$2,400	\$0
Operations Total	\$48,998	\$69,777	\$98,770	\$68,740	-\$30,030
104143 Finance Total	\$386,174	\$458,207	\$511,349	\$507,716	-\$3,633

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104144 Customer Service					
Personnel					
611101 Full-Time Employees	\$178,766	\$196,275	\$186,647	\$185,876	-\$771
611201 Overtime	\$1,170	\$383	\$0	\$0	\$0
611501 Part-Time	\$20,539	\$36,726	\$41,216	\$45,777	\$4,561
613101 FICA	\$14,347	\$16,168	\$17,431	\$17,559	\$128
613201 Utah Retirement Systems	\$32,104	\$32,939	\$34,123	\$33,857	-\$266
613301 Health Insurance	\$47,868	\$49,375	\$63,350	\$64,964	\$1,614
613302 Dental Insurance	\$3,540	\$2,877	\$3,000	\$3,757	\$757
613304 Vision Insurance	\$733	\$663	\$795	\$717	-\$78
613401 Worker's Compensation	\$270	\$220	\$313	\$465	\$152
613601 LTD, ADD, & Life	\$2,178	\$2,545	\$2,596	\$2,696	\$100
614101 Clothing Allow - FT	\$0	\$253	\$480	\$480	\$0
614102 Clothing Allow - PT	\$0	\$124	\$160	\$160	\$0
Personnel Total	\$301,514	\$338,548	\$350,111	\$356,308	\$6,197
Operations					
621101 Publications & Subscriptions	\$0	\$30	\$100	\$100	\$0
621201 Membership Dues	\$0	\$50	\$150	\$130	-\$20
621301 Training & Registration	\$825	\$810	\$2,500	\$2,540	\$40
623101 In-State Travel	\$0	\$714	\$1,200	\$2,448	\$1,248
623102 In-State Meals	\$4	\$153	\$400	\$0	-\$400
623103 In-State Transportation	\$0	\$0	\$300	\$0	-\$300
624001 Office Supplies	\$3,715	\$4,826	\$6,000	\$7,400	\$1,400
624004 Materials & Supplies	\$166	\$0	\$250	\$750	\$500
624005 Printing	\$1,139	\$0	\$0	\$0	\$0
631003 Insurance Fees	\$2,393	\$1,980	\$2,099	\$2,246	\$147
631004 Bank Fees	\$7,400	\$6,409	\$7,275	\$7,275	\$0
645001 Special Department Allow	\$2,224	\$955	\$1,000	\$1,000	\$0
Operations Total	\$17,864	\$15,927	\$21,274	\$23,889	\$2,615
104144 Customer Service Total	\$319,379	\$354,475	\$371,385	\$380,197	\$8,812

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104151 Interdepartmental Service					
Operations					
624006 Postage / Mailing	\$11,588	\$11,209	\$18,175	\$18,175	\$0
624206 Wireless Communications	\$37,471	\$34,982	\$43,456	\$38,000	-\$5,456
627001 Electric	\$233,851	\$262,078	\$271,000	\$283,000	\$12,000
627002 Natural Gas	\$108,577	\$106,941	\$108,000	\$108,000	\$0
627003 City Utilities	\$90,899	\$93,717	\$100,000	\$100,000	\$0
631003 Insurance Fees	\$19,957	\$18,506	\$19,065	\$20,400	\$1,335
631006 Contracted Services	\$39,025	\$35,625	\$50,000	\$50,000	\$0
663001 Contingency	\$2,300	\$0	\$20,000	\$20,000	\$0
Operations Total	\$543,668	\$563,058	\$629,696	\$637,575	\$7,879
Capital					
673001 Capital Project	\$254,144	\$0	\$0	\$0	\$0
674001 Machinery & Equipment	\$40,000	\$0	\$0	\$0	\$0
674003 Vehicle Replacement	\$319,500	\$0	\$0	\$0	\$0
Capital Total	\$613,644	\$0	\$0	\$0	\$0
Debt					
681001 Debt Service-Principal	\$149,613	\$162,826	\$173,761	\$179,247	\$5,486
681002 Debt Service-Interest	\$46,527	\$42,776	\$39,484	\$36,017	-\$3,467
Debt Total	\$196,139	\$205,602	\$213,245	\$215,264	\$2,019
104151 Interdepartmental Service Total	\$1,353,451	\$768,660	\$842,941	\$852,839	\$9,898

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104161 Facilities Maintenance					
Personnel					
611101 Full-Time Employees	\$94,957	\$101,213	\$107,143	\$110,357	\$3,214
611201 Overtime	\$7,439	\$7,556	\$10,400	\$10,400	\$0
611501 Part-Time	\$19,773	\$15,083	\$38,775	\$42,865	\$4,090
613101 FICA	\$9,087	\$9,246	\$11,965	\$12,505	\$540
613201 Utah Retirement Systems	\$17,549	\$19,359	\$21,003	\$19,656	-\$1,347
613301 Health Insurance	\$19,168	\$20,587	\$23,700	\$25,525	\$1,825
613302 Dental Insurance	\$1,661	\$1,719	\$1,719	\$1,720	\$1
613304 Vision Insurance	\$346	\$355	\$362	\$363	\$1
613401 Worker's Compensation	\$1,433	\$1,485	\$1,751	\$1,590	-\$161
613601 LTD, ADD, & Life	\$884	\$905	\$1,298	\$980	-\$318
614101 Clothing Allow - FT	\$1,033	\$22	\$720	\$920	\$200
614102 Clothing Allow - PT	\$443	\$0	\$720	\$920	\$200
Personnel Total	\$173,775	\$177,530	\$219,556	\$227,801	\$8,245
Operations					
621101 Publications & Subscriptions	\$330	\$330	\$320	\$320	\$0
621301 Training & Registration	\$180	\$235	\$325	\$250	-\$75
623501 Out-of-State Travel	\$0	\$109	\$750	\$1,369	\$619
623502 Out-Of-State Meals	\$0	\$97	\$264	\$0	-\$264
623503 Out-Of-State Transport	\$0	\$65	\$350	\$0	-\$350
623505 Out-Of-State Misc	\$0	\$0	\$100	\$0	-\$100
624107 Uniforms & PPE	\$101	\$188	\$270	\$1,080	\$810
625001 Equip. Maint. & Supplies	\$107	\$186	\$3,500	\$4,400	\$900
625002 Equipment Purchases	\$838	\$1,800	\$800	\$847	\$47
625003 Equipment Rental	\$0	\$132	\$1,000	\$1,000	\$0
625202 Fuel/Oil	\$1,018	\$1,197	\$3,000	\$3,000	\$0
625203 Fleet Repair	-\$286	\$0	\$3,750	\$3,750	\$0
625204 Fleet Lease	\$4,829	\$4,277	\$4,280	\$4,280	\$0
625501 Equipment Repairs	\$0	\$278	\$500	\$500	\$0
626001 Building Maintenance	\$45,031	\$64,406	\$49,000	\$49,500	\$500
631003 Insurance Fees	\$2,379	\$2,517	\$3,668	\$3,925	\$257
631006 Contracted Services	\$222,694	\$263,902	\$252,700	\$259,200	\$6,500
631007 Agency Permits	\$448	\$255	\$495	\$495	\$0
645001 Special Department Allow	-\$411	\$1,491	\$0	\$0	\$0
661001 Miscellaneous Supplies	\$0	\$5,477	\$0	\$0	\$0
663001 Contingency	\$0	\$0	\$10,000	\$10,000	\$0
Operations Total	\$277,259	\$346,940	\$335,072	\$343,916	\$8,844
Capital					
673001 Capital Project	\$40,418	\$21,331	\$373,580	\$0	-\$373,580
Capital Total	\$40,418	\$21,331	\$373,580	\$0	-\$373,580
104161 Facilities Maintenance Total	\$491,452	\$545,800	\$928,208	\$571,717	-\$356,491

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104172 Elections					
Operations					
622101 Public Outreach & Notices	\$54	\$0	\$1,000	\$500	-\$500
624001 Office Supplies	\$0	\$0	\$200	\$0	-\$200
624004 Materials & Supplies	\$2,481	\$0	\$3,600	\$200	-\$3,400
624006 Postage / Mailing	\$0	\$0	\$100	\$0	-\$100
631006 Contracted Services	\$12,914	\$0	\$33,600	\$0	-\$33,600
Operations Total	\$15,450	\$0	\$38,500	\$700	-\$37,800
104172 Elections Total	\$15,450	\$0	\$38,500	\$700	-\$37,800

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104211 Police Admin					
Personnel					
611101 Full-Time Employees	\$329,239	\$372,790	\$335,409	\$345,484	\$10,075
611201 Overtime	\$128	\$389	\$500	\$500	\$0
613101 FICA	\$24,429	\$25,922	\$25,659	\$26,428	\$769
613201 Utah Retirement Systems	\$91,791	\$97,989	\$106,543	\$109,343	\$2,800
613301 Health Insurance	\$52,451	\$57,580	\$67,900	\$72,268	\$4,368
613302 Dental Insurance	\$4,201	\$3,994	\$4,038	\$4,246	\$208
613304 Vision Insurance	\$643	\$769	\$886	\$887	\$1
613401 Worker's Compensation	\$3,596	\$4,132	\$3,584	\$3,226	-\$358
613601 LTD, ADD, & Life	\$2,692	\$2,316	\$2,928	\$2,702	-\$226
614101 Clothing Allow - FT	\$714	\$482	\$900	\$900	\$0
Personnel Total	\$509,883	\$566,363	\$548,347	\$565,984	\$17,637
Operations					
621101 Publications & Subscriptions	\$67	\$365	\$350	\$350	\$0
621201 Membership Dues	\$965	\$810	\$1,280	\$1,280	\$0
621301 Training & Registration	\$1,295	\$1,027	\$3,665	\$3,590	-\$75
623101 In-State Travel	\$400	\$954	\$1,875	\$3,095	\$1,220
623102 In-State Meals	\$329	\$506	\$1,050	\$0	-\$1,050
623501 Out-of-State Travel	\$1,964	\$1,559	\$3,050	\$5,749	\$2,699
623502 Out-Of-State Meals	\$768	\$1,218	\$912	\$0	-\$912
623503 Out-Of-State Transport	\$779	\$921	\$1,000	\$0	-\$1,000
623505 Out-Of-State Misc	\$244	\$352	\$420	\$0	-\$420
624001 Office Supplies	\$1,235	\$146	\$750	\$1,000	\$250
624005 Printing	\$21	\$0	\$250	\$0	-\$250
624006 Postage / Mailing	\$0	\$0	\$200	\$0	-\$200
624107 Uniforms & PPE	\$1,714	\$1,908	\$1,800	\$1,800	\$0
625001 Equip. Maint. & Supplies	\$135	\$0	\$1,000	\$1,500	\$500
625002 Equipment Purchases	\$0	\$0	\$0	\$3,825	\$3,825
631003 Insurance Fees	\$3,298	\$2,891	\$3,064	\$3,278	\$214
631006 Contracted Services	\$105,084	\$106,585	\$122,900	\$147,730	\$24,830
645001 Special Department Allow	\$2,339	\$813	\$1,800	\$3,600	\$1,800
661001 Miscellaneous Supplies	\$1,292	\$761	\$4,433	\$5,433	\$1,000
663001 Contingency	\$130	\$6,100	\$11,500	\$11,500	\$0
Operations Total	\$122,058	\$126,916	\$161,299	\$193,730	\$32,431
104211 Police Admin Total	\$631,942	\$693,279	\$709,646	\$759,714	\$50,068

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104212 Patrol & Investigations					
Personnel					
611101 Full-Time Employees	\$1,482,610	\$1,578,840	\$1,704,568	\$1,720,509	\$15,941
611201 Overtime	\$114,868	\$112,232	\$81,820	\$86,320	\$4,500
611202 Overtime - Grant	\$0	\$4,894	\$83,000	\$80,500	-\$2,500
611501 Part-Time	\$56,385	\$60,931	\$52,000	\$66,950	\$14,950
613101 FICA	\$123,076	\$131,017	\$150,413	\$148,879	-\$1,534
613201 Utah Retirement Systems	\$417,353	\$437,217	\$446,924	\$498,909	\$51,985
613301 Health Insurance	\$270,259	\$287,766	\$310,900	\$388,396	\$77,496
613302 Dental Insurance	\$25,389	\$25,867	\$26,208	\$28,303	\$2,095
613304 Vision Insurance	\$4,201	\$4,042	\$4,130	\$4,234	\$104
613401 Worker's Compensation	\$19,677	\$20,955	\$20,005	\$18,183	-\$1,822
613601 LTD, ADD, & Life	\$13,863	\$13,704	\$21,925	\$14,803	-\$7,122
614101 Clothing Allow - FT	\$4,914	\$3,527	\$6,260	\$7,060	\$800
Personnel Total	\$2,532,594	\$2,680,991	\$2,908,153	\$3,063,046	\$154,893
Operations					
621101 Publications & Subscriptions	\$6,862	\$6,456	\$7,600	\$10,700	\$3,100
621201 Membership Dues	\$193	\$193	\$343	\$350	\$7
621301 Training & Registration	\$12,298	\$6,705	\$14,020	\$22,920	\$8,900
623101 In-State Travel	\$1,002	\$383	\$1,250	\$6,972	\$5,722
623102 In-State Meals	\$1,179	\$950	\$3,690	\$0	-\$3,690
623103 In-State Transportation	\$0	\$0	\$375	\$0	-\$375
623105 In-State Miscellaneous	\$0	\$0	\$100	\$0	-\$100
623501 Out-of-State Travel	\$582	\$0	\$1,980	\$18,020	\$16,040
623502 Out-Of-State Meals	\$190	\$1,359	\$2,363	\$0	-\$2,363
623503 Out-Of-State Transport	\$375	-\$174	\$1,800	\$0	-\$1,800
624001 Office Supplies	\$8,894	\$1,578	\$4,600	\$5,000	\$400
624005 Printing	\$0	\$157	\$700	\$0	-\$700
624006 Postage / Mailing	\$33	\$77	\$100	\$0	-\$100
624107 Uniforms & PPE	\$15,877	\$17,669	\$21,070	\$22,700	\$1,630
624204 Annual Maint. & Support	\$3,920	\$4,155	\$4,320	\$4,500	\$180
625001 Equip. Maint. & Supplies	\$362	\$1,808	\$4,600	\$4,600	\$0
625002 Equipment Purchases	\$31,590	\$38,148	\$59,530	\$59,065	-\$465
625201 Tires/Brakes	\$8,317	\$13,172	\$12,000	\$12,000	\$0
625202 Fuel/Oil	\$66,806	\$69,383	\$80,000	\$80,000	\$0
625203 Fleet Repair	\$28,169	\$27,353	\$27,500	\$27,500	\$0
625204 Fleet Lease	\$65,369	\$57,894	\$57,895	\$57,895	\$0
631003 Insurance Fees	\$78,535	\$66,107	\$70,073	\$74,978	\$4,905
645001 Special Department Allow	\$1,595	\$2,963	\$9,950	\$10,250	\$300
661001 Miscellaneous Supplies	\$17,033	\$22,467	\$37,925	\$32,926	-\$4,999
662001 Miscellaneous Services	\$748	\$946	\$3,100	\$3,100	\$0
663001 Contingency	\$101	\$8,501	\$11,500	\$7,000	-\$4,500
Operations Total	\$350,031	\$348,252	\$438,384	\$460,476	\$22,092
Capital					
674001 Machinery & Equipment	\$5,156	\$0	\$20,000	\$20,000	\$0
674003 Vehicle Replacement	\$0	\$146,202	\$176,250	\$265,932	\$89,682
Capital Total	\$5,156	\$146,202	\$196,250	\$285,932	\$89,682
Transfers					

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
691004 Trnf GF	\$0	\$20,000	\$0	\$0	\$0
Transfers Total	\$0	\$20,000	\$0	\$0	\$0
104212 Patrol & Investigations Total	\$2,887,781	\$3,195,445	\$3,542,787	\$3,809,454	\$266,667

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104213 Emergency Services					
Personnel					
611501 Part-Time	\$10,962	\$18,319	\$18,780	\$24,169	\$5,389
613101 FICA	\$839	\$1,406	\$1,437	\$1,850	\$413
613401 Worker's Compensation	\$7	\$77	\$15	\$251	\$236
614102 Clothing Allow - PT	\$34	\$0	\$120	\$120	\$0
Personnel Total	\$11,842	\$19,802	\$20,352	\$26,390	\$6,038
Operations					
621101 Publications & Subscriptions	\$0	\$0	\$150	\$150	\$0
621201 Membership Dues	\$0	\$50	\$25	\$100	\$75
621301 Training & Registration	\$0	\$56	\$900	\$1,300	\$400
623101 In-State Travel	\$0	\$0	\$750	\$2,305	\$1,555
623102 In-State Meals	\$0	\$0	\$630	\$0	-\$630
623103 In-State Transportation	\$25	\$0	\$400	\$0	-\$400
623501 Out-of-State Travel	\$0	\$0	\$0	\$10,330	\$10,330
623502 Out-Of-State Meals	\$0	\$1,272	\$3,850	\$0	-\$3,850
623503 Out-Of-State Transport	\$0	\$603	\$10	\$0	-\$10
623505 Out-Of-State Misc	\$0	\$0	\$20	\$0	-\$20
624001 Office Supplies	\$0	\$0	\$1,000	\$400	-\$600
624004 Materials & Supplies	\$230	\$491	\$2,050	\$1,750	-\$300
624005 Printing	\$227	\$0	\$500	\$500	\$0
625001 Equip. Maint. & Supplies	\$0	\$0	\$500	\$500	\$0
625002 Equipment Purchases	\$160	\$289	\$8,600	\$600	-\$8,000
625201 Tires/Brakes	\$0	\$0	\$250	\$0	-\$250
625202 Fuel/Oil	\$0	\$0	\$400	\$0	-\$400
625203 Fleet Repair	\$0	\$0	\$500	\$0	-\$500
625204 Fleet Lease	\$1,575	\$1,395	\$1,395	\$1,395	\$0
631003 Insurance Fees	\$293	\$595	\$631	\$675	\$44
645001 Special Department Allow	\$358	\$79	\$1,100	\$1,800	\$700
661001 Miscellaneous Supplies	-\$107	\$3,927	\$4,000	\$4,000	\$0
Operations Total	\$2,760	\$8,757	\$27,661	\$25,805	-\$1,856
104213 Emergency Services Total	\$14,602	\$28,560	\$48,013	\$52,195	\$4,182

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104214 Code Enforcement					
Personnel					
611101 Full-Time Employees	\$50,041	\$0	\$0	\$0	\$0
613101 FICA	\$3,735	\$0	\$0	\$0	\$0
613201 Utah Retirement Systems	\$6,550	\$0	\$0	\$0	\$0
613301 Health Insurance	\$12,323	\$0	\$0	\$0	\$0
613302 Dental Insurance	\$1,093	\$0	\$0	\$0	\$0
Personnel Total	\$73,742	\$0	\$0	\$0	\$0
Operations					
625204 Fleet Lease	\$2,956	\$0	\$0	\$0	\$0
Operations Total	\$2,956	\$0	\$0	\$0	\$0
104214 Code Enforcement Total	\$76,697	\$0	\$0	\$0	\$0

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104215 Dispatch					
Personnel					
611101 Full-Time Employees	\$298,462	\$294,253	\$328,995	\$341,352	\$12,357
611201 Overtime	\$40,029	\$42,341	\$38,525	\$38,525	\$0
611501 Part-Time	\$58,683	\$71,028	\$76,195	\$81,735	\$5,540
613101 FICA	\$29,143	\$29,809	\$33,944	\$35,041	\$1,097
613201 Utah Retirement Systems	\$58,276	\$58,058	\$58,382	\$59,763	\$1,381
613301 Health Insurance	\$81,540	\$74,378	\$87,400	\$93,411	\$6,011
613302 Dental Insurance	\$7,386	\$6,723	\$7,288	\$6,351	-\$937
613304 Vision Insurance	\$1,100	\$1,152	\$1,293	\$1,182	-\$111
613401 Worker's Compensation	\$355	\$351	\$375	\$321	-\$54
613601 LTD, ADD, & Life	\$3,178	\$2,913	\$5,191	\$2,973	-\$2,218
614101 Clothing Allow - FT	\$0	\$561	\$720	\$720	\$0
614102 Clothing Allow - PT	\$0	\$497	\$560	\$560	\$0
Personnel Total	\$578,151	\$582,065	\$638,868	\$661,934	\$23,066
Operations					
621201 Membership Dues	\$1,135	\$570	\$1,717	\$2,020	\$303
621301 Training & Registration	\$2,753	\$3,635	\$7,280	\$9,230	\$1,950
623101 In-State Travel	\$496	\$0	\$1,000	\$3,305	\$2,305
623102 In-State Meals	\$441	\$23	\$740	\$0	-\$740
623103 In-State Transportation	\$73	\$36	\$300	\$0	-\$300
623104 In-State Mileage Reimburs	\$216	\$35	\$150	\$0	-\$150
623501 Out-of-State Travel	\$0	\$0	\$690	\$2,112	\$1,422
623502 Out-Of-State Meals	\$0	\$0	\$462	\$0	-\$462
623503 Out-Of-State Transport	\$0	\$0	\$1,000	\$0	-\$1,000
624001 Office Supplies	\$967	\$1,113	\$1,400	\$1,400	\$0
624107 Uniforms & PPE	\$86	\$0	\$1,680	\$1,680	\$0
625001 Equip. Maint. & Supplies	\$4,744	\$1,162	\$2,000	\$2,000	\$0
625002 Equipment Purchases	\$513	\$0	\$4,200	\$3,300	-\$900
625501 Equipment Repairs	\$0	\$0	\$3,000	\$3,000	\$0
628002 Landlines	\$28,773	\$36,276	\$40,000	\$40,000	\$0
631003 Insurance Fees	\$3,512	\$3,214	\$3,396	\$3,634	\$238
631006 Contracted Services	\$226	\$70	\$4,150	\$4,150	\$0
661001 Miscellaneous Supplies	\$465	\$569	\$1,500	\$1,500	\$0
662001 Miscellaneous Services	\$425	\$588	\$600	\$600	\$0
Operations Total	\$44,825	\$47,291	\$75,265	\$77,931	\$2,666
104215 Dispatch Total	\$622,976	\$629,356	\$714,133	\$739,865	\$25,732

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104218 Liquor Law Enforcement					
Personnel					
611101 Full-Time Employees	\$59,546	\$0	\$0	\$0	\$0
611201 Overtime	\$6,575	\$0	\$0	\$0	\$0
613101 FICA	\$5,052	\$0	\$0	\$0	\$0
613201 Utah Retirement Systems	\$13,843	\$0	\$0	\$0	\$0
Personnel Total	\$85,016	\$0	\$0	\$0	\$0
104218 Liquor Law Enforcement Total	\$85,016	\$0	\$0	\$0	\$0

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104411 Public Works Admin					
Personnel					
611101 Full-Time Employees	\$45,303	\$71,742	\$53,038	\$51,338	-\$1,700
613101 FICA	\$3,377	\$4,952	\$4,057	\$3,914	-\$143
613201 Utah Retirement Systems	\$7,943	\$11,198	\$9,071	\$8,922	-\$149
613301 Health Insurance	\$9,549	\$12,754	\$10,650	\$12,463	\$1,813
613302 Dental Insurance	\$748	\$927	\$965	\$754	-\$211
613304 Vision Insurance	\$160	\$200	\$147	\$114	-\$33
613401 Worker's Compensation	\$453	\$824	\$495	\$528	\$33
613601 LTD, ADD, & Life	\$1,774	\$2,009	\$1,947	\$1,717	-\$230
614101 Clothing Allow - FT	\$211	\$544	\$570	\$570	\$0
614201 Car Allowance	\$5,537	\$5,160	\$5,760	\$4,800	-\$960
Personnel Total	\$75,055	\$110,309	\$86,700	\$85,120	-\$1,580
Operations					
621101 Publications & Subscriptions	\$0	\$0	\$100	\$100	\$0
621201 Membership Dues	\$120	\$280	\$0	\$740	\$740
621301 Training & Registration	\$508	\$315	\$1,250	\$2,075	\$825
623101 In-State Travel	\$139	\$213	\$465	\$510	\$45
623102 In-State Meals	\$0	\$110	\$165	\$0	-\$165
623103 In-State Transportation	\$189	\$0	\$120	\$0	-\$120
624001 Office Supplies	\$883	\$999	\$1,000	\$1,000	\$0
624107 Uniforms & PPE	\$0	\$0	\$950	\$950	\$0
625201 Tires/Brakes	\$0	\$0	\$500	\$500	\$0
625202 Fuel/Oil	\$1,009	\$704	\$1,500	\$1,500	\$0
625203 Fleet Repair	\$657	\$0	\$1,000	\$500	-\$500
625204 Fleet Lease	\$0	\$1,395	\$1,395	\$1,395	\$0
631003 Insurance Fees	\$514	\$936	\$992	\$1,061	\$69
631006 Contracted Services	\$6,669	\$1,966	\$12,500	\$2,500	-\$10,000
645001 Special Department Allow	\$300	\$569	\$1,000	\$1,000	\$0
Operations Total	\$10,988	\$7,485	\$22,937	\$13,831	-\$9,106
104411 Public Works Admin Total	\$86,044	\$117,794	\$109,637	\$98,951	-\$10,686

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104413 Streets					
Personnel					
611101 Full-Time Employees	\$81,294	\$98,828	\$91,889	\$90,095	-\$1,794
611201 Overtime	\$1,496	\$2,289	\$4,160	\$4,160	\$0
613101 FICA	\$7,807	\$7,335	\$9,448	\$7,041	-\$2,407
613201 Utah Retirement Systems	\$14,644	\$18,921	\$17,004	\$15,896	-\$1,108
613301 Health Insurance	\$17,078	\$19,810	\$20,150	\$24,873	\$4,723
613302 Dental Insurance	\$1,344	\$1,655	\$1,351	\$1,564	\$213
613304 Vision Insurance	\$300	\$360	\$298	\$288	-\$10
613401 Worker's Compensation	\$1,351	\$1,653	\$1,158	\$1,102	-\$56
613601 LTD, ADD, & Life	\$606	\$503	\$1,298	\$0	-\$1,298
614101 Clothing Allow - FT	\$730	\$1,150	\$940	\$940	\$0
Personnel Total	\$126,650	\$152,502	\$147,696	\$145,959	-\$1,737
Operations					
621301 Training & Registration	\$775	\$1,071	\$2,490	\$3,880	\$1,390
623101 In-State Travel	\$0	\$0	\$250	\$485	\$235
623102 In-State Meals	\$0	\$0	\$110	\$0	-\$110
623103 In-State Transportation	\$0	\$0	\$125	\$0	-\$125
624001 Office Supplies	\$189	\$412	\$450	\$450	\$0
624004 Materials & Supplies	\$86,803	\$97,200	\$125,440	\$128,100	\$2,660
624107 Uniforms & PPE	\$150	\$467	\$950	\$950	\$0
625001 Equip. Maint. & Supplies	\$0	\$0	\$300	\$300	\$0
625201 Tires/Brakes	\$1,494	\$0	\$3,000	\$3,000	\$0
625202 Fuel/Oil	\$3,790	\$6,823	\$8,000	\$8,000	\$0
625203 Fleet Repair	\$14,706	\$3,702	\$12,000	\$7,500	-\$4,500
625204 Fleet Lease	\$13,192	\$11,683	\$11,684	\$11,684	\$0
626001 Building Maintenance	\$4,613	-\$63	\$6,000	\$450	-\$5,550
626002 Grounds Maintenance	\$945	\$0	\$400	\$500	\$100
631003 Insurance Fees	\$18,106	\$15,668	\$16,608	\$17,771	\$1,163
631006 Contracted Services	\$68,223	\$66,419	\$93,500	\$98,500	\$5,000
661001 Miscellaneous Supplies	\$0	\$564	\$2,500	\$2,500	\$0
662001 Miscellaneous Services	\$2,305	\$0	\$2,000	\$2,000	\$0
663001 Contingency	\$26	\$420	\$3,500	\$3,500	\$0
Operations Total	\$215,316	\$204,367	\$289,307	\$289,570	\$263
Capital					
674001 Machinery & Equipment	\$6,800	\$14,381	\$0	\$82,351	\$82,351
674003 Vehicle Replacement	\$0	\$34,597	\$0	\$0	\$0
Capital Total	\$6,800	\$48,977	\$0	\$82,351	\$82,351
Debt					
681001 Debt Service-Principal	\$255,000	\$265,000	\$270,000	\$0	-\$270,000
681002 Debt Service-Interest	\$21,213	\$13,081	\$4,388	\$0	-\$4,388
Debt Total	\$276,213	\$278,081	\$274,388	\$0	-\$274,388
104413 Streets Total	\$624,978	\$683,928	\$711,391	\$517,880	-\$193,511

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104511 Community Services Admin					
Personnel					
611101 Full-Time Employees	\$182,006	\$181,277	\$192,141	\$200,335	\$8,194
611501 Part-Time	\$41,915	\$0	\$0	\$0	\$0
613101 FICA	\$16,692	\$13,770	\$14,699	\$15,670	\$971
613201 Utah Retirement Systems	\$31,455	\$31,355	\$33,289	\$34,740	\$1,451
613301 Health Insurance	\$31,227	\$37,262	\$36,100	\$38,394	\$2,294
613302 Dental Insurance	\$2,481	\$2,354	\$2,318	\$2,320	\$2
613304 Vision Insurance	\$561	\$524	\$513	\$524	\$11
613401 Worker's Compensation	\$1,037	\$1,365	\$982	\$2,128	\$1,146
613601 LTD, ADD, & Life	\$1,386	\$1,312	\$1,298	\$1,455	\$157
614101 Clothing Allow - FT	\$0	\$1,179	\$180	\$180	\$0
614201 Car Allowance	\$4,614	\$4,800	\$4,800	\$4,800	\$0
Personnel Total	\$313,376	\$275,197	\$286,320	\$300,546	\$14,226
Operations					
621101 Publications & Subscriptions	\$87	\$0	\$100	\$100	\$0
621201 Membership Dues	\$1,260	\$1,250	\$1,275	\$1,325	\$50
621301 Training & Registration	\$1,337	\$1,549	\$1,860	\$2,750	\$890
623101 In-State Travel	\$0	\$250	\$690	\$90	-\$600
623102 In-State Meals	\$147	\$185	\$330	\$0	-\$330
623103 In-State Transportation	\$0	\$256	\$136	\$0	-\$136
623501 Out-of-State Travel	\$2,129	\$1,980	\$1,600	\$3,510	\$1,910
623502 Out-Of-State Meals	\$640	\$719	\$710	\$0	-\$710
623503 Out-Of-State Transport	\$1,059	\$958	\$1,050	\$0	-\$1,050
623505 Out-Of-State Misc	\$175	\$232	\$200	\$0	-\$200
624001 Office Supplies	\$3,197	\$2,935	\$2,000	\$3,400	\$1,400
624005 Printing	\$0	\$295	\$500	\$500	\$0
631003 Insurance Fees	\$4,519	\$1,066	\$1,130	\$1,209	\$79
631006 Contracted Services	\$54,901	\$0	\$0	\$0	\$0
645001 Special Department Allow	\$19,085	\$5,677	\$6,900	\$9,250	\$2,350
661001 Miscellaneous Supplies	\$4,140	\$2,876	\$2,650	\$2,900	\$250
Operations Total	\$92,676	\$20,228	\$21,131	\$25,034	\$3,903
104511 Community Services Admin Total	\$406,052	\$295,425	\$307,451	\$325,580	\$18,129

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104514 4th of July					
Operations					
622101 Public Outreach & Notices	\$0	\$0	\$0	\$8,000	\$8,000
624005 Printing	\$0	\$0	\$500	\$0	-\$500
625003 Equipment Rental	\$0	\$4,197	\$17,850	\$6,300	-\$11,550
631003 Insurance Fees	\$0	\$7,253	\$2,900	\$3,210	\$310
631006 Contracted Services	\$0	\$60,330	\$57,450	\$73,700	\$16,250
645001 Special Department Allow	\$10,857	\$15,169	\$13,900	\$20,350	\$6,450
645002 Donation Expenditures	\$0	\$0	\$0	\$4,500	\$4,500
662001 Miscellaneous Services	\$0	\$0	\$2,000	\$2,000	\$0
Operations Total	\$10,857	\$86,949	\$94,600	\$118,060	\$23,460
104514 4th of July Total	\$10,857	\$86,949	\$94,600	\$118,060	\$23,460

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104521 Parks					
Personnel					
611101 Full-Time Employees	\$175,332	\$164,435	\$186,596	\$188,523	\$1,927
611201 Overtime	\$10,282	\$11,211	\$7,510	\$7,510	\$0
611501 Part-Time	\$51,590	\$98,553	\$173,240	\$180,492	\$7,252
613101 FICA	\$15,937	\$20,722	\$28,311	\$28,759	\$448
613201 Utah Retirement Systems	\$28,059	\$30,915	\$34,668	\$33,046	-\$1,622
613301 Health Insurance	\$39,583	\$39,942	\$49,500	\$50,663	\$1,163
613302 Dental Insurance	\$3,703	\$3,360	\$3,644	\$3,376	-\$268
613304 Vision Insurance	\$507	\$513	\$624	\$654	\$30
613401 Worker's Compensation	\$2,507	\$3,280	\$4,339	\$3,819	-\$520
613601 LTD, ADD, & Life	\$2,588	\$2,408	\$3,245	\$2,603	-\$642
614101 Clothing Allow - FT	\$1,303	\$1,253	\$1,840	\$1,540	-\$300
614102 Clothing Allow - PT	\$1,554	\$1,040	\$1,320	\$1,120	-\$200
Personnel Total	\$332,944	\$377,634	\$494,837	\$502,105	\$7,268
Operations					
621201 Membership Dues	\$755	\$595	\$1,210	\$1,210	\$0
621301 Training & Registration	\$2,884	\$4,088	\$6,550	\$6,020	-\$530
623101 In-State Travel	\$0	\$250	\$660	\$947	\$287
623102 In-State Meals	\$145	\$440	\$600	\$0	-\$600
623103 In-State Transportation	\$0	\$0	\$137	\$0	-\$137
623501 Out-of-State Travel	\$1,312	\$1,312	\$1,000	\$1,955	\$955
623502 Out-Of-State Meals	\$320	\$270	\$355	\$0	-\$355
623503 Out-Of-State Transport	\$529	\$564	\$525	\$0	-\$525
623505 Out-Of-State Misc	\$83	\$95	\$100	\$0	-\$100
624001 Office Supplies	\$773	\$837	\$850	\$850	\$0
624107 Uniforms & PPE	\$998	\$1,410	\$2,190	\$2,190	\$0
625001 Equip. Maint. & Supplies	\$2,008	\$5,681	\$7,000	\$7,000	\$0
625002 Equipment Purchases	\$12,561	\$10,828	\$9,420	\$7,950	-\$1,470
625003 Equipment Rental	\$1,745	\$3,854	\$5,000	\$5,000	\$0
625201 Tires/Brakes	\$4,804	\$4,088	\$7,000	\$5,500	-\$1,500
625202 Fuel/Oil	\$17,546	\$17,689	\$22,000	\$22,000	\$0
625203 Fleet Repair	\$48,495	\$20,069	\$25,000	\$25,000	\$0
625204 Fleet Lease	\$29,492	\$30,744	\$30,745	\$30,745	\$0
625501 Equipment Repairs	\$178	\$775	\$500	\$500	\$0
626001 Building Maintenance	\$3,017	\$713	\$3,950	\$3,950	\$0
626002 Grounds Maintenance	\$105,115	\$123,349	\$135,200	\$150,200	\$15,000
626003 City Hall Rent	\$2,628	\$2,700	\$1,650	\$0	-\$1,650
631003 Insurance Fees	\$7,711	\$7,812	\$8,280	\$8,860	\$580
631006 Contracted Services	\$6,967	\$7,225	\$6,750	\$15,400	\$8,650
645001 Special Department Allow	\$490	\$705	\$750	\$750	\$0
661001 Miscellaneous Supplies	\$4,117	\$5,081	\$8,575	\$10,075	\$1,500
662001 Miscellaneous Services	\$25,390	\$15,259	\$15,010	\$15,010	\$0
662005 Outside Misc Services	\$115,964	\$67,819	\$2	\$2	\$0
663001 Contingency	\$0	\$4,301	\$5,000	\$5,000	\$0
Operations Total	\$396,026	\$338,554	\$306,009	\$326,114	\$20,105
Capital					
673001 Capital Project	\$1,776	\$31,175	\$430,000	\$0	-\$430,000

FY2021 Expenditures - Tentative Budget

		FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
674001 Machinery & Equipment		\$0	\$33,143	\$76,501	\$73,102	-\$3,399
674003 Vehicle Replacement		\$0	\$75,342	\$40,500	\$36,500	-\$4,000
Capital Total		\$1,776	\$139,661	\$547,001	\$109,602	-\$437,399
	104521 Parks Total	\$730,746	\$855,849	\$1,347,847	\$937,821	-\$410,026

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104522 Open Space					
Personnel					
611101 Full-Time Employees	\$33,164	\$55,741	\$48,429	\$52,680	\$4,251
611201 Overtime	\$0	\$1,892	\$1,500	\$1,500	\$0
611501 Part-Time	\$0	\$0	\$48,960	\$52,647	\$3,687
613101 FICA	\$4,282	\$4,165	\$7,561	\$8,174	\$613
613201 Utah Retirement Systems	\$10,930	\$10,234	\$8,313	\$9,240	\$927
613301 Health Insurance	\$14,736	\$24,172	\$19,400	\$14,167	-\$5,233
613302 Dental Insurance	\$1,183	\$1,425	\$1,271	\$948	-\$323
613304 Vision Insurance	\$262	\$249	\$166	\$188	\$22
613401 Worker's Compensation	\$716	\$690	\$1,187	\$1,103	-\$84
613601 LTD, ADD, & Life	\$0	\$0	\$973	\$0	-\$973
614101 Clothing Allow - FT	\$598	\$381	\$460	\$360	-\$100
614102 Clothing Allow - PT	\$427	\$389	\$710	\$610	-\$100
Personnel Total	\$66,298	\$99,338	\$138,930	\$141,617	\$2,687
Operations					
621301 Training & Registration	\$330	\$70	\$1,295	\$946	-\$349
623101 In-State Travel	\$0	\$0	\$0	\$45	\$45
623102 In-State Meals	\$40	\$0	\$45	\$0	-\$45
624107 Uniforms & PPE	\$435	\$410	\$1,030	\$1,030	\$0
625002 Equipment Purchases	\$5,752	\$10,853	\$5,500	\$7,500	\$2,000
625003 Equipment Rental	\$661	\$2,328	\$2,500	\$2,500	\$0
625201 Tires/Brakes	\$0	\$560	\$1,000	\$1,000	\$0
625202 Fuel/Oil	\$8,276	\$7,462	\$10,000	\$10,000	\$0
625203 Fleet Repair	-\$1,796	\$5,999	\$6,000	\$6,000	\$0
625204 Fleet Lease	\$8,452	\$12,110	\$12,110	\$12,110	\$0
625501 Equipment Repairs	\$0	\$11	\$300	\$300	\$0
626001 Building Maintenance	\$0	\$0	\$500	\$500	\$0
626002 Grounds Maintenance	\$14,339	\$13,274	\$14,500	\$14,500	\$0
631003 Insurance Fees	\$1,874	\$2,204	\$2,337	\$2,501	\$164
645001 Special Department Allow	\$0	\$201	\$300	\$300	\$0
662005 Outside Misc Services	\$44,089	\$21,252	\$0	\$0	\$0
663001 Contingency	\$0	\$647	\$1,000	\$1,000	\$0
Operations Total	\$82,451	\$77,381	\$58,417	\$60,232	\$1,815
Capital					
673001 Capital Project	\$0	\$24,478	\$0	\$0	\$0
Capital Total	\$0	\$24,478	\$0	\$0	\$0
104522 Open Space Total	\$148,749	\$201,197	\$197,347	\$201,849	\$4,502

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104561 Recreation					
Personnel					
611101 Full-Time Employees	\$140,867	\$184,490	\$148,900	\$142,964	-\$5,936
611201 Overtime	\$5,207	\$7,178	\$2,495	\$2,495	\$0
611501 Part-Time	\$138,644	\$144,187	\$145,265	\$134,581	-\$10,684
613101 FICA	\$21,373	\$23,914	\$22,402	\$21,413	-\$989
613201 Utah Retirement Systems	\$25,102	\$18,010	\$25,664	\$24,655	-\$1,009
613301 Health Insurance	\$37,521	\$40,462	\$54,100	\$38,430	-\$15,670
613302 Dental Insurance	\$2,905	\$2,591	\$3,000	\$2,320	-\$680
613304 Vision Insurance	\$613	\$546	\$785	\$408	-\$377
613401 Worker's Compensation	\$3,421	\$3,217	\$3,485	\$2,886	-\$599
613601 LTD, ADD, & Life	\$1,434	\$978	\$1,947	\$1,337	-\$610
614101 Clothing Allow - FT	\$0	\$117	\$180	\$180	\$0
614102 Clothing Allow - PT	\$2,611	\$1,413	\$3,200	\$3,200	\$0
Personnel Total	\$379,698	\$427,102	\$411,423	\$374,869	-\$36,554
Operations					
621201 Membership Dues	\$0	\$3	\$90	\$90	\$0
621301 Training & Registration	\$2,843	\$2,443	\$2,965	\$3,625	\$660
623101 In-State Travel	\$0	\$1,203	\$1,125	\$180	-\$945
623102 In-State Meals	\$0	\$330	\$660	\$0	-\$660
623103 In-State Transportation	\$0	\$4	\$136	\$0	-\$136
623501 Out-of-State Travel	\$527	\$872	\$800	\$1,755	\$955
623502 Out-Of-State Meals	\$236	\$284	\$355	\$0	-\$355
623503 Out-Of-State Transport	\$739	\$296	\$525	\$0	-\$525
623505 Out-Of-State Misc	\$0	\$50	\$100	\$0	-\$100
624002 Concession Stand	\$9,424	\$7,724	\$10,000	\$10,500	\$500
624004 Materials & Supplies	\$99,600	\$87,622	\$110,638	\$111,445	\$807
624005 Printing	\$1,601	\$407	\$3,670	\$2,090	-\$1,580
625002 Equipment Purchases	\$11,734	\$8,863	\$280	\$8,078	\$7,798
625201 Tires/Brakes	\$506	\$194	\$1,200	\$1,200	\$0
625202 Fuel/Oil	\$1,577	\$2,082	\$2,000	\$2,000	\$0
625203 Fleet Repair	\$2,038	\$1,490	\$4,000	\$2,500	-\$1,500
625204 Fleet Lease	\$6,447	\$5,710	\$5,710	\$5,710	\$0
631003 Insurance Fees	\$6,387	\$5,871	\$6,224	\$6,660	\$436
631004 Bank Fees	\$9,398	\$9,549	\$8,200	\$8,200	\$0
631006 Contracted Services	\$38,139	\$39,011	\$47,830	\$47,830	\$0
631007 Agency Permits	\$170	\$0	\$572	\$572	\$0
645001 Special Department Allow	\$629	\$1,760	\$0	\$0	\$0
645002 Donation Expenditures	\$2,848	\$875	\$0	\$24,000	\$24,000
661001 Miscellaneous Supplies	\$548	\$1,325	\$2,290	\$2,290	\$0
662001 Miscellaneous Services	\$31,647	\$43,280	\$52,205	\$99,805	\$47,600
662002 Uniform Services	\$1,281	\$0	\$0	\$0	\$0
662004 Program Officials	\$84,040	\$98,268	\$94,930	\$95,330	\$400
Operations Total	\$312,359	\$319,519	\$356,505	\$433,860	\$77,355
104561 Recreation Total	\$692,057	\$746,621	\$767,928	\$808,729	\$40,801

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104565 Aquatics Center					
Personnel					
611101 Full-Time Employees	\$275,783	\$253,651	\$263,356	\$266,976	\$3,620
611201 Overtime	\$3,573	\$8,456	\$2,080	\$2,080	\$0
611501 Part-Time	\$796,121	\$785,297	\$807,103	\$797,323	-\$9,780
613101 FICA	\$78,144	\$79,938	\$84,817	\$83,767	-\$1,050
613201 Utah Retirement Systems	\$41,392	\$43,489	\$45,531	\$46,322	\$791
613301 Health Insurance	\$55,628	\$56,555	\$60,200	\$57,728	-\$2,472
613302 Dental Insurance	\$5,113	\$5,206	\$5,197	\$4,640	-\$557
613304 Vision Insurance	\$1,065	\$990	\$986	\$1,048	\$62
613401 Worker's Compensation	\$11,679	\$11,213	\$10,623	\$10,967	\$344
613601 LTD, ADD, & Life	\$2,342	\$2,311	\$3,245	\$2,403	-\$842
614101 Clothing Allow - FT	\$153	\$1,239	\$900	\$900	\$0
614102 Clothing Allow - PT	\$7,777	\$10,909	\$8,000	\$11,500	\$3,500
Personnel Total	\$1,278,770	\$1,259,255	\$1,292,038	\$1,285,654	-\$6,384
Operations					
621101 Publications & Subscriptions	\$0	\$0	\$150	\$150	\$0
621201 Membership Dues	\$262	\$1,100	\$3,500	\$1,700	-\$1,800
621301 Training & Registration	\$16,893	\$17,426	\$20,000	\$20,000	\$0
623101 In-State Travel	\$0	\$800	\$1,160	\$745	-\$415
623102 In-State Meals	\$0	\$662	\$495	\$0	-\$495
623103 In-State Transportation	\$0	\$136	\$136	\$0	-\$136
623104 In-State Mileage Reimburs	\$0	\$164	\$350	\$0	-\$350
623501 Out-of-State Travel	\$527	\$1,312	\$2,000	\$3,960	\$1,960
623502 Out-Of-State Meals	\$0	\$270	\$650	\$0	-\$650
623503 Out-Of-State Transport	\$21	\$564	\$1,000	\$0	-\$1,000
623505 Out-Of-State Misc	\$0	\$50	\$200	\$0	-\$200
624001 Office Supplies	\$10,647	\$6,191	\$14,485	\$11,425	-\$3,060
624002 Concession Stand	\$29,137	\$29,131	\$32,910	\$36,955	\$4,045
624004 Materials & Supplies	\$35,873	\$31,260	\$40,000	\$42,864	\$2,864
624005 Printing	\$413	\$83	\$1,573	\$200	-\$1,373
624006 Postage / Mailing	\$1	\$7	\$284	\$284	\$0
625001 Equip. Maint. & Supplies	\$21,647	\$23,022	\$32,000	\$34,260	\$2,260
625002 Equipment Purchases	\$8,921	\$13,532	\$21,530	\$12,920	-\$8,610
625003 Equipment Rental	\$1,436	\$8,696	\$3,700	\$5,000	\$1,300
625501 Equipment Repairs	\$1,095	\$0	\$0	\$0	\$0
626001 Building Maintenance	\$59,577	\$62,774	\$66,350	\$67,000	\$650
631003 Insurance Fees	\$17,075	\$14,821	\$15,710	\$16,810	\$1,100
631004 Bank Fees	\$31,327	\$31,992	\$28,250	\$28,250	\$0
631006 Contracted Services	\$33,934	\$14,756	\$29,050	\$29,050	\$0
631007 Agency Permits	\$1,940	\$2,110	\$2,110	\$2,200	\$90
645001 Special Department Allow	\$2,561	\$696	\$0	\$0	\$0
645002 Donation Expenditures	\$31,695	\$20,974	\$25,000	\$43,000	\$18,000
661001 Miscellaneous Supplies	\$25,356	\$21,545	\$37,412	\$39,600	\$2,188
662001 Miscellaneous Services	\$5,099	\$822	\$4,880	\$5,300	\$420
663001 Contingency	\$6,380	\$3,051	\$20,000	\$20,000	\$0
Operations Total	\$341,817	\$307,945	\$404,885	\$421,673	\$16,789
Capital					

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
673001 Capital Project	\$62,040	\$51,591	\$131,000	\$20,000	-\$111,000
674001 Machinery & Equipment	\$0	\$0	\$52,000	\$28,500	-\$23,500
Capital Total	\$62,040	\$51,591	\$183,000	\$48,500	-\$134,500
104565 Aquatics Center Total	\$1,682,627	\$1,618,790	\$1,879,923	\$1,755,827	-\$124,096

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104570 PARAT					
Capital					
673001 Capital Project	\$220,880	\$201,209	\$350,000	\$350,000	\$0
Capital Total	\$220,880	\$201,209	\$350,000	\$350,000	\$0
104570 PARAT Total	\$220,880	\$201,209	\$350,000	\$350,000	\$0

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104591 Cemetery					
Personnel					
611101 Full-Time Employees	\$35,075	\$26,634	\$32,244	\$36,047	\$3,803
611201 Overtime	\$2,602	\$2,407	\$780	\$780	\$0
611501 Part-Time	\$0	\$0	\$16,320	\$17,553	\$1,233
613101 FICA	\$2,636	\$2,136	\$3,784	\$4,164	\$380
613201 Utah Retirement Systems	\$6,023	\$4,892	\$5,470	\$6,321	\$851
613301 Health Insurance	\$5,285	\$5,199	\$5,400	\$9,697	\$4,297
613302 Dental Insurance	\$572	\$408	\$448	\$648	\$200
613304 Vision Insurance	\$101	\$72	\$81	\$131	\$50
613401 Worker's Compensation	\$425	\$343	\$583	\$567	-\$16
614101 Clothing Allow - FT	\$0	\$232	\$460	\$360	-\$100
614102 Clothing Allow - PT	\$163	\$0	\$710	\$610	-\$100
Personnel Total	\$52,880	\$42,324	\$66,280	\$76,878	\$10,598
Operations					
623101 In-State Travel	\$0	\$0	\$0	\$45	\$45
623102 In-State Meals	\$0	\$0	\$45	\$0	-\$45
624107 Uniforms & PPE	\$0	\$0	\$805	\$805	\$0
625002 Equipment Purchases	\$437	\$998	\$2,550	\$2,550	\$0
625201 Tires/Brakes	\$0	\$0	\$225	\$225	\$0
625202 Fuel/Oil	\$0	\$0	\$4,000	\$4,000	\$0
625203 Fleet Repair	\$0	\$2,500	\$2,500	\$2,500	\$0
625204 Fleet Lease	\$8,452	\$12,110	\$12,110	\$12,110	\$0
625501 Equipment Repairs	\$0	\$0	\$200	\$200	\$0
626002 Grounds Maintenance	\$8,636	\$6,092	\$12,875	\$12,875	\$0
631003 Insurance Fees	\$1,722	\$1,941	\$2,057	\$2,201	\$144
661001 Miscellaneous Supplies	\$0	\$119	\$250	\$250	\$0
662005 Outside Misc Services	\$27,876	\$12,444	\$0	\$0	\$0
663001 Contingency	\$0	\$1,000	\$2,500	\$2,500	\$0
Operations Total	\$47,123	\$37,204	\$40,117	\$40,261	\$144
Capital					
673001 Capital Project	\$11,350	\$24,888	\$250,000	\$0	-\$250,000
Capital Total	\$11,350	\$24,888	\$250,000	\$0	-\$250,000
104591 Cemetery Total	\$111,353	\$104,416	\$356,397	\$117,139	-\$239,258

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104611 CED Administration					
Operations					
621201 Membership Dues	\$5,000	\$5,360	\$14,100	\$11,601	-\$2,499
621301 Training & Registration	\$0	\$1,155	\$1,920	\$1,920	\$0
623501 Out-of-State Travel	\$0	\$0	\$1,350	\$2,982	\$1,632
623502 Out-Of-State Meals	\$0	\$0	\$732	\$0	-\$732
623503 Out-Of-State Transport	\$0	\$0	\$600	\$0	-\$600
623505 Out-Of-State Misc	\$0	\$0	\$400	\$0	-\$400
624004 Materials & Supplies	\$0	\$0	\$500	\$500	\$0
631003 Insurance Fees	\$0	\$877	\$930	\$995	\$65
631004 Bank Fees	\$0	\$1,650	\$0	\$0	\$0
631006 Contracted Services	\$164,401	\$668,452	\$35,000	\$35,001	\$1
645001 Special Department Allow	\$71,657	\$78,240	\$6,000	\$6,000	\$0
Operations Total	\$241,058	\$755,734	\$61,532	\$58,999	-\$2,533
Capital					
673001 Capital Project	\$0	\$0	\$1,000,000	\$1,000,000	\$0
673006 CP - Misc	\$4,779,829	\$0	\$0	\$0	\$0
Capital Total	\$4,779,829	\$0	\$1,000,000	\$1,000,000	\$0
Debt					
681001 Debt Service-Principal	\$0	\$0	\$0	\$428,000	\$428,000
681002 Debt Service-Interest	\$0	\$265,817	\$317,000	\$315,822	-\$1,178
Debt Total	\$0	\$265,817	\$317,000	\$743,822	\$426,822
104611 CED Administration Total	\$5,020,887	\$1,021,551	\$1,378,532	\$1,802,821	\$424,289

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104612 Communications					
Personnel					
611101 Full-Time Employees	\$52,710	\$56,434	\$59,600	\$61,377	\$1,777
611501 Part-Time	\$0	\$31,130	\$80,262	\$52,085	-\$28,177
613101 FICA	\$3,930	\$6,315	\$12,843	\$8,672	-\$4,171
613201 Utah Retirement Systems	\$8,802	\$9,441	\$9,945	\$10,245	\$300
613301 Health Insurance	\$14,731	\$16,725	\$18,100	\$19,197	\$1,097
613302 Dental Insurance	\$1,183	\$1,159	\$1,159	\$1,160	\$1
613304 Vision Insurance	\$262	\$256	\$262	\$262	\$0
613401 Worker's Compensation	\$43	\$69	\$76	\$86	\$10
613601 LTD, ADD, & Life	\$504	\$491	\$0	\$531	\$531
614101 Clothing Allow - FT	\$0	\$0	\$120	\$120	\$0
614102 Clothing Allow - PT	\$0	\$0	\$30	\$30	\$0
Personnel Total	\$82,165	\$122,021	\$182,397	\$153,765	-\$28,632
Operations					
621101 Publications & Subscriptions	\$706	\$259	\$1,860	\$14,260	\$12,400
621201 Membership Dues	\$400	\$400	\$870	\$451	-\$419
621301 Training & Registration	\$470	\$1,610	\$1,475	\$880	-\$595
622201 Newsletters	\$1,785	\$1,522	\$1,890	\$1,890	\$0
623101 In-State Travel	\$0	\$0	\$500	\$1,072	\$572
623102 In-State Meals	\$61	\$21	\$340	\$0	-\$340
623104 In-State Mileage Reimburs	\$0	\$0	\$272	\$0	-\$272
623501 Out-of-State Travel	\$440	\$931	\$1,200	\$938	-\$262
623502 Out-Of-State Meals	\$192	\$448	\$305	\$0	-\$305
623503 Out-Of-State Transport	\$128	\$866	\$450	\$0	-\$450
623505 Out-Of-State Misc	\$0	\$0	\$125	\$0	-\$125
624001 Office Supplies	\$67	\$639	\$150	\$150	\$0
624004 Materials & Supplies	\$0	\$826	\$2,500	\$3,500	\$1,000
624005 Printing	\$3,142	\$19,163	\$22,400	\$23,600	\$1,200
624006 Postage / Mailing	\$784	\$4,360	\$9,800	\$9,800	\$0
625002 Equipment Purchases	\$1,230	\$750	\$0	\$6,003	\$6,003
631003 Insurance Fees	\$541	\$722	\$766	\$820	\$54
631006 Contracted Services	\$4,773	\$1,626	\$10,000	\$8,500	-\$1,500
645001 Special Department Allow	\$7,782	\$19,175	\$29,050	\$16,200	-\$12,850
662001 Miscellaneous Services	\$0	\$0	\$5,000	\$1,000	-\$4,000
Operations Total	\$22,502	\$53,318	\$88,953	\$89,064	\$111
104612 Communications Total	\$104,667	\$175,339	\$271,350	\$242,829	-\$28,521

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104613 Business Licenses					
Personnel					
613301 Health Insurance	\$1,389	\$0	\$0	\$0	\$0
Personnel Total	\$1,389	\$0	\$0	\$0	\$0
104613 Business Licenses Total	\$1,389	\$0	\$0	\$0	\$0

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104614 Code Enforcement					
Personnel					
611101 Full-Time Employees	\$0	\$67,726	\$72,392	\$74,155	\$1,763
611201 Overtime	\$0	\$0	\$1,820	\$500	-\$1,320
613101 FICA	\$0	\$5,000	\$5,677	\$5,691	\$14
613201 Utah Retirement Systems	\$0	\$11,380	\$12,386	\$12,378	-\$8
613301 Health Insurance	\$0	\$26,514	\$36,100	\$38,370	\$2,270
613302 Dental Insurance	\$0	\$2,049	\$2,318	\$2,320	\$2
613304 Vision Insurance	\$0	\$481	\$523	\$524	\$1
613401 Worker's Compensation	\$0	\$783	\$864	\$770	-\$94
613601 LTD, ADD, & Life	\$0	\$1,166	\$1,298	\$783	-\$515
614101 Clothing Allow - FT	\$515	\$592	\$720	\$720	\$0
Personnel Total	\$515	\$115,691	\$134,098	\$136,211	\$2,113
Operations					
621101 Publications & Subscriptions	\$0	\$0	\$50	\$100	\$50
621201 Membership Dues	\$0	\$75	\$75	\$75	\$0
621301 Training & Registration	\$0	\$400	\$500	\$500	\$0
623101 In-State Travel	\$0	\$481	\$450	\$1,060	\$610
623102 In-State Meals	\$0	\$330	\$330	\$0	-\$330
623103 In-State Transportation	\$0	\$0	\$150	\$0	-\$150
625201 Tires/Brakes	\$0	\$0	\$1,000	\$1,000	\$0
625202 Fuel/Oil	\$0	\$0	\$3,000	\$3,000	\$0
625203 Fleet Repair	\$0	\$1,101	\$1,000	\$1,000	\$0
625204 Fleet Lease	\$0	\$2,618	\$2,618	\$2,618	\$0
625502 Minor Equipment & Tools	\$0	\$440	\$200	\$500	\$300
631003 Insurance Fees	\$0	\$1,119	\$1,186	\$1,269	\$83
631006 Contracted Services	\$0	\$0	\$5,500	\$501	-\$4,999
Operations Total	\$0	\$6,563	\$16,059	\$11,623	-\$4,436
104614 Code Enforcement Total	\$515	\$122,254	\$150,157	\$147,834	-\$2,323

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104632 CDBG					
Personnel					
611101 Full-Time Employees	\$13,813	\$16,580	\$31,457	\$12,452	-\$19,005
613101 FICA	\$989	\$1,229	\$1,051	\$835	-\$216
613201 Utah Retirement Systems	\$2,549	\$2,770	\$2,319	\$1,811	-\$508
613301 Health Insurance	\$3,676	\$3,332	\$3,610	\$2,878	-\$732
613302 Dental Insurance	\$296	\$199	\$153	\$174	\$21
613304 Vision Insurance	\$37	\$1	\$52	\$21	-\$31
613401 Worker's Compensation	\$11	\$198	\$166	\$114	-\$52
Personnel Total	\$21,371	\$24,308	\$38,808	\$18,285	-\$20,523
Operations					
622101 Public Outreach & Notices	\$1,370	\$1,208	\$1,000	\$1,500	\$500
624001 Office Supplies	\$100	\$0	\$100	\$0	-\$100
631003 Insurance Fees	\$679	\$165	\$175	\$187	\$12
Operations Total	\$2,149	\$1,373	\$1,275	\$1,687	\$412
693001 Pass Through					
693001 Pass Through	\$26,812	\$152,480	\$158,101	\$179,248	\$21,147
693001 Pass Through	\$26,812	\$152,480	\$158,101	\$179,248	\$21,147
104632 CDBG Total	\$50,332	\$178,161	\$198,184	\$199,220	\$1,036

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104641 Planning & Engineering					
Personnel					
611101 Full-Time Employees	\$136,703	\$158,880	\$182,322	\$191,553	\$9,231
611501 Part-Time	\$0	\$3,487	\$31,980	\$26,784	-\$5,196
613101 FICA	\$10,097	\$12,298	\$16,968	\$17,045	\$77
613201 Utah Retirement Systems	\$23,761	\$28,130	\$32,176	\$31,193	-\$983
613301 Health Insurance	\$20,512	\$27,849	\$37,000	\$40,313	\$3,313
613302 Dental Insurance	\$1,747	\$1,810	\$1,772	\$2,436	\$664
613304 Vision Insurance	\$336	\$274	\$536	\$451	-\$85
613401 Worker's Compensation	\$1,617	\$1,989	\$2,166	\$2,154	-\$12
613601 LTD, ADD, & Life	\$1,223	\$660	\$1,298	\$1,398	\$100
614101 Clothing Allow - FT	\$114	\$148	\$375	\$370	-\$5
614201 Car Allowance	\$1,900	\$4,800	\$4,800	\$4,800	\$0
Personnel Total	\$198,010	\$240,325	\$311,393	\$318,497	\$7,104
Operations					
621101 Publications & Subscriptions	\$0	\$277	\$700	\$600	-\$100
621201 Membership Dues	\$338	\$771	\$2,130	\$2,186	\$56
621301 Training & Registration	\$1,244	\$2,287	\$4,950	\$6,475	\$1,525
623101 In-State Travel	-\$42	\$369	\$1,000	\$1,498	\$498
623102 In-State Meals	\$181	\$130	\$498	\$0	-\$498
623103 In-State Transportation	\$7	\$3	\$240	\$0	-\$240
623501 Out-of-State Travel	\$1,564	\$923	\$1,200	\$4,818	\$3,618
623502 Out-Of-State Meals	\$426	\$456	\$384	\$0	-\$384
623503 Out-Of-State Transport	\$637	\$388	\$400	\$0	-\$400
624001 Office Supplies	\$1,349	\$685	\$1,000	\$0	-\$1,000
625002 Equipment Purchases	\$0	\$348	\$800	\$400	-\$400
625201 Tires/Brakes	\$0	\$0	\$500	\$500	\$0
625202 Fuel/Oil	\$418	\$41	\$1,000	\$1,000	\$0
625203 Fleet Repair	-\$131	\$0	\$500	\$500	\$0
625204 Fleet Lease	\$1,575	\$1,395	\$1,395	\$1,395	\$0
631003 Insurance Fees	\$1,329	\$1,047	\$1,180	\$1,263	\$83
631006 Contracted Services	\$34,263	\$78,948	\$148,800	\$84,700	-\$64,100
645001 Special Department Allow	\$1,555	\$873	\$2,000	\$2,500	\$500
Operations Total	\$44,712	\$88,942	\$168,677	\$107,835	-\$60,842
Capital					
674003 Vehicle Replacement	\$0	\$0	\$0	\$37,500	\$37,500
Capital Total	\$0	\$0	\$0	\$37,500	\$37,500
104641 Planning & Engineering Total	\$242,722	\$329,266	\$480,070	\$463,832	-\$16,238

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104642 Inspections					
Personnel					
611101 Full-Time Employees	\$71,509	\$62,238	\$67,930	\$72,941	\$5,011
613101 FICA	\$5,257	\$4,693	\$5,197	\$5,569	\$372
613201 Utah Retirement Systems	\$13,208	\$9,895	\$11,237	\$12,075	\$838
613301 Health Insurance	\$5,282	\$14,004	\$15,200	\$19,197	\$3,997
613302 Dental Insurance	\$572	\$975	\$1,159	\$1,160	\$1
613304 Vision Insurance	\$99	\$198	\$262	\$262	\$0
613401 Worker's Compensation	\$857	\$752	\$805	\$758	-\$47
613601 LTD, ADD, & Life	\$894	\$535	\$649	\$583	-\$66
614101 Clothing Allow - FT	\$60	\$0	\$250	\$250	\$0
Personnel Total	\$97,736	\$93,290	\$102,689	\$112,795	\$10,106
Operations					
621101 Publications & Subscriptions	\$0	\$525	\$428	\$428	\$0
621201 Membership Dues	\$405	\$175	\$363	\$383	\$20
621301 Training & Registration	\$358	\$475	\$1,365	\$1,650	\$285
623101 In-State Travel	\$0	\$441	\$460	\$1,360	\$900
623102 In-State Meals	\$153	\$220	\$220	\$0	-\$220
623103 In-State Transportation	\$54	\$156	\$125	\$0	-\$125
625002 Equipment Purchases	\$0	\$121	\$200	\$250	\$50
625201 Tires/Brakes	\$354	\$342	\$500	\$500	\$0
625202 Fuel/Oil	\$940	\$511	\$1,500	\$1,000	-\$500
625203 Fleet Repair	\$105	\$1,343	\$500	\$500	\$0
625204 Fleet Lease	\$1,575	\$1,395	\$1,395	\$1,395	\$0
631003 Insurance Fees	\$518	\$830	\$880	\$942	\$62
631006 Contracted Services	\$0	\$4,041	\$1,000	\$31,000	\$30,000
Operations Total	\$4,463	\$10,574	\$8,936	\$39,408	\$30,472
104642 Inspections Total	\$102,199	\$103,863	\$111,625	\$152,203	\$40,578

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104711 Bonds					
Operations					
631004 Bank Fees	\$3,500	\$3,500	\$4,575	\$4,575	\$0
Operations Total	\$3,500	\$3,500	\$4,575	\$4,575	\$0
Debt					
681001 Debt Service-Principal	\$699,000	\$723,000	\$738,000	\$758,000	\$20,000
681002 Debt Service-Interest	\$224,950	\$206,581	\$189,085	\$171,171	-\$17,914
Debt Total	\$923,950	\$929,581	\$927,085	\$929,171	\$2,086
104711 Bonds Total	\$927,450	\$933,081	\$931,660	\$933,746	\$2,086

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
104810 Transfers to Other Funds					
Transfers					
691004 Trnf GF	\$1,382,200	\$1,640,491	\$1,953,715	\$2,010,305	\$56,590
Transfers Total	\$1,382,200	\$1,640,491	\$1,953,715	\$2,010,305	\$56,590
104810 Transfers to Other Funds Total	\$1,382,200	\$1,640,491	\$1,953,715	\$2,010,305	\$56,590
General Fund Total	\$21,997,336	\$18,792,864	\$22,366,116	\$21,855,738	-\$510,378

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
CDRA					
204611 CED Administration					
Operations					
645004 Developer Increments	\$0	\$0	\$50,000	\$0	-\$50,000
Operations Total	\$0	\$0	\$50,000	\$0	-\$50,000
Capital					
673001 Capital Project	\$0	\$46,239	\$50,000	\$0	-\$50,000
Capital Total	\$0	\$46,239	\$50,000	\$0	-\$50,000
Debt					
681002 Debt Service-Interest	\$22,776	\$35,802	\$24,000	\$20,000	-\$4,000
Debt Total	\$22,776	\$35,802	\$24,000	\$20,000	-\$4,000
204611 CED Administration Total	\$22,776	\$82,041	\$124,000	\$20,000	-\$104,000

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
204615 RDA #9					
Operations					
645004 Developer Increments	\$0	\$0	\$0	\$300,000	\$300,000
Operations Total	\$0	\$0	\$0	\$300,000	\$300,000
Transfers					
691004 Trnf GF	\$270,000	\$260,000	\$263,800	\$263,800	\$0
Transfers Total	\$270,000	\$260,000	\$263,800	\$263,800	\$0
204615 RDA #9 Total	\$270,000	\$260,000	\$263,800	\$563,800	\$300,000

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
204616 RDA #6					
Transfers					
691004 Trnf GF	\$25,000	\$25,000	\$25,000	\$127,000	\$102,000
Transfers Total	\$25,000	\$25,000	\$25,000	\$127,000	\$102,000
204616 RDA #6 Total	\$25,000	\$25,000	\$25,000	\$127,000	\$102,000

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
204617 RDA #7					
Operations					
645004 Developer Increments	\$0	\$72,042	\$72,042	\$62,483	-\$9,559
Operations Total	\$0	\$72,042	\$72,042	\$62,483	-\$9,559
Capital					
673001 Capital Project	\$0	\$0	\$0	\$250,000	\$250,000
673006 CP - Misc	\$985,525	\$0	\$0	\$0	\$0
Capital Total	\$985,525	\$0	\$0	\$250,000	\$250,000
Transfers					
691004 Trnf GF	\$242,803	\$157,482	\$160,408	\$157,143	-\$3,265
Transfers Total	\$242,803	\$157,482	\$160,408	\$157,143	-\$3,265
204617 RDA #7 Total	\$1,228,328	\$229,524	\$232,450	\$469,626	\$237,176

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
204618 RDA #8					
Capital					
673001 Capital Project	\$0	\$0	\$0	\$365,340	\$365,340
Capital Total	\$0	\$0	\$0	\$365,340	\$365,340
Transfers					
691004 Trnf GF	\$140,000	\$160,000	\$150,000	\$145,000	-\$5,000
Transfers Total	\$140,000	\$160,000	\$150,000	\$145,000	-\$5,000
204618 RDA #8 Total	\$140,000	\$160,000	\$150,000	\$510,340	\$360,340

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
204619 RDA #10					
Transfers					
691004 Trnf GF	\$250,000	\$335,000	\$330,000	\$230,000	-\$100,000
Transfers Total	\$250,000	\$335,000	\$330,000	\$230,000	-\$100,000
204619 RDA #10 Total	\$250,000	\$335,000	\$330,000	\$230,000	-\$100,000

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
204623 EDA #3					
Operations					
645004 Developer Increments	\$178,214	\$903,511	\$634,987	\$848,742	\$213,755
Operations Total	\$178,214	\$903,511	\$634,987	\$848,742	\$213,755
Capital					
673001 Capital Project	\$0	\$0	\$120,000	\$0	-\$120,000
Capital Total	\$0	\$0	\$120,000	\$0	-\$120,000
Transfers					
691004 Trnf GF	\$10,867	\$46,276	\$38,719	\$51,753	\$13,034
Transfers Total	\$10,867	\$46,276	\$38,719	\$51,753	\$13,034
204623 EDA #3 Total	\$189,081	\$949,787	\$793,706	\$900,495	\$106,789

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
204624 CDA #1					
Operations					
645004 Developer Increments	\$0	\$0	\$323,521	\$147,116	-\$176,405
Operations Total	\$0	\$0	\$323,521	\$147,116	-\$176,405
Transfers					
691004 Trnf GF	\$0	\$0	\$13,712	\$7,743	-\$5,969
Transfers Total	\$0	\$0	\$13,712	\$7,743	-\$5,969
204624 CDA #1 Total	\$0	\$0	\$337,233	\$154,859	-\$182,374
CDRA Total	\$2,125,185	\$2,041,352	\$2,256,189	\$2,976,120	\$719,931

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
314711 Bonds					
314711 Bonds					
Operations					
631004 Bank Fees	\$400	\$500	\$525	\$525	\$0
Operations Total	\$400	\$500	\$525	\$525	\$0
Debt					
681001 Debt Service-Principal	\$975,000	\$1,010,000	\$1,010,000	\$500,000	-\$510,000
681002 Debt Service-Interest	\$104,877	\$75,600	\$45,300	\$15,000	-\$30,300
Debt Total	\$1,079,877	\$1,085,600	\$1,055,300	\$515,000	-\$540,300
314711 Bonds Total	\$1,080,277	\$1,086,100	\$1,055,825	\$515,525	-\$540,300
314711 Bonds Total	\$1,080,277	\$1,086,100	\$1,055,825	\$515,525	-\$540,300

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Capital Projects Funds					
404521 Capital Projects-Parks					
Capital					
673001 Capital Project	\$39,996	\$298,157	\$250,000	\$900,000	\$650,000
Capital Total	\$39,996	\$298,157	\$250,000	\$900,000	\$650,000
404521 Capital Projects-Parks Total	\$39,996	\$298,157	\$250,000	\$900,000	\$650,000

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
454161 Capital Projects-Buildings					
Capital					
673001 Capital Project	\$755,460	\$127,997	\$20,000	\$507,013	\$487,013
Capital Total	\$755,460	\$127,997	\$20,000	\$507,013	\$487,013
454161 Capital Projects-Buildings Total	\$755,460	\$127,997	\$20,000	\$507,013	\$487,013

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
454410 Capital Projects-Streets					
Capital					
673001 Capital Project	\$1,875,431	\$809,957	\$3,025,817	\$3,448,117	\$422,300
Capital Total	\$1,875,431	\$809,957	\$3,025,817	\$3,448,117	\$422,300
454410 Capital Projects-Streets Total	\$1,875,431	\$809,957	\$3,025,817	\$3,448,117	\$422,300

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
454521 Capital Projects-Parks					
Capital					
673001 Capital Project	\$0	\$97,344	\$116,768	\$215,004	\$98,236
Capital Total	\$0	\$97,344	\$116,768	\$215,004	\$98,236
454521 Capital Projects-Parks Total	\$0	\$97,344	\$116,768	\$215,004	\$98,236
Capital Projects Funds Total	\$2,670,886	\$1,333,455	\$3,412,585	\$5,070,134	\$1,657,549

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
505011 Utility Administration					
Personnel					
611101 Full-Time Employees	\$87,121	\$108,168	\$98,480	\$141,673	\$43,193
611501 Part-Time	\$7,124	\$13,441	\$16,033	\$16,258	\$225
613101 FICA	\$7,161	\$7,632	\$8,760	\$11,991	\$3,231
613201 Utah Retirement Systems	\$16,197	\$16,702	\$18,374	\$25,914	\$7,540
613301 Health Insurance	\$20,652	\$25,968	\$34,110	\$50,705	\$16,595
613302 Dental Insurance	\$1,540	\$1,526	\$1,616	\$3,020	\$1,404
613304 Vision Insurance	\$306	\$351	\$428	\$616	\$188
613401 Worker's Compensation	\$119	\$256	\$94	\$207	\$113
613601 LTD, ADD, & Life	\$34	\$0	\$1,298	\$0	-\$1,298
614101 Clothing Allow - FT	\$0	\$0	\$120	\$60	-\$60
614102 Clothing Allow - PT	\$0	\$0	\$120	\$0	-\$120
615000 Pension	\$0	\$3,203	\$0	\$0	\$0
Personnel Total	\$140,254	\$177,247	\$179,433	\$250,444	\$71,011
Operations					
621301 Training & Registration	\$93	\$0	\$1,600	\$1,900	\$300
623101 In-State Travel	\$0	\$0	\$0	\$50	\$50
623105 In-State Miscellaneous	\$0	\$0	\$50	\$0	-\$50
624001 Office Supplies	\$3,519	\$0	\$0	\$0	\$0
624003 Small Office Equipment	\$0	\$1,930	\$1,000	\$0	-\$1,000
624004 Materials & Supplies	\$0	\$0	\$500	\$1,000	\$500
624005 Printing	\$18,985	\$14,991	\$27,850	\$27,850	\$0
624006 Postage / Mailing	\$32,997	\$35,652	\$40,850	\$40,850	\$0
624204 Annual Maint. & Support	\$0	\$0	\$7,250	\$13,463	\$6,213
631004 Bank Fees	\$114	\$785	\$1,050	\$1,050	\$0
645001 Special Department Allow	\$888	\$352	\$1,500	\$1,500	\$0
Operations Total	\$56,596	\$53,710	\$81,650	\$87,663	\$6,013
Transfers					
691009 Trnf Indirect Cost Alloca	\$143,942	\$137,610	\$155,197	\$155,197	\$0
Transfers Total	\$143,942	\$137,610	\$155,197	\$155,197	\$0
505011 Utility Administration Total	\$340,792	\$368,567	\$416,280	\$493,304	\$77,024
505011 Utility Administration Total	\$340,792	\$368,567	\$416,280	\$493,304	\$77,024

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Water					
515101 Water Department					
Personnel					
611101 Full-Time Employees	\$197,867	\$240,052	\$236,525	\$240,196	\$3,671
611201 Overtime	\$13,513	\$12,943	\$13,000	\$13,000	\$0
611501 Part-Time	\$5,754	\$25,528	\$22,415	\$24,688	\$2,273
613101 FICA	\$15,242	\$19,217	\$20,803	\$21,154	\$351
613201 Utah Retirement Systems	\$35,163	\$39,250	\$42,859	\$38,800	-\$4,059
613301 Health Insurance	\$63,944	\$57,263	\$72,000	\$70,518	-\$1,482
613302 Dental Insurance	\$4,923	\$4,785	\$4,583	\$4,373	-\$210
613304 Vision Insurance	\$1,027	\$702	\$843	\$800	-\$43
613401 Worker's Compensation	\$2,534	\$3,251	\$1,518	\$2,791	\$1,273
613601 LTD, ADD, & Life	\$2,060	\$1,905	\$1,947	\$1,699	-\$248
614101 Clothing Allow - FT	\$1,292	\$916	\$1,800	\$1,800	\$0
614102 Clothing Allow - PT	\$0	\$70	\$720	\$720	\$0
615000 Pension	\$0	\$7,326	\$0	\$0	\$0
Personnel Total	\$343,318	\$413,207	\$419,013	\$420,539	\$1,526
Operations					
621101 Publications & Subscriptions	\$0	\$210	\$4,000	\$250	-\$3,750
621201 Membership Dues	\$2,018	\$2,139	\$2,800	\$4,300	\$1,500
621301 Training & Registration	\$1,675	\$2,305	\$7,660	\$6,850	-\$810
623501 Out-of-State Travel	\$0	\$0	\$0	\$1,440	\$1,440
624001 Office Supplies	\$339	\$473	\$450	\$450	\$0
624004 Materials & Supplies	\$74,157	\$63,265	\$85,850	\$105,350	\$19,500
624006 Postage / Mailing	\$3,151	\$3,453	\$3,900	\$4,000	\$100
624107 Uniforms & PPE	\$1,337	\$1,582	\$2,850	\$2,850	\$0
624204 Annual Maint. & Support	\$318	\$2,501	\$6,000	\$19,675	\$13,675
625001 Equip. Maint. & Supplies	\$167	\$10,125	\$16,500	\$20,500	\$4,000
625002 Equipment Purchases	\$300	\$1,890	\$4,500	\$3,000	-\$1,500
625201 Tires/Brakes	\$5,653	\$5,922	\$17,000	\$7,000	-\$10,000
625202 Fuel/Oil	\$17,010	\$18,926	\$19,000	\$19,000	\$0
625203 Fleet Repair	\$14,065	\$9,836	\$15,000	\$8,000	-\$7,000
625204 Fleet Lease	\$32,657	\$28,923	\$28,925	\$28,925	\$0
626001 Building Maintenance	\$1,172	\$468	\$3,275	\$3,725	\$450
627001 Electric	\$115,726	\$147,903	\$180,000	\$210,000	\$30,000
631003 Insurance Fees	\$29,377	\$27,239	\$29,873	\$31,964	\$2,091
631004 Bank Fees	\$18,755	\$19,137	\$21,675	\$21,675	\$0
631006 Contracted Services	\$22,773	\$28,329	\$49,640	\$55,640	\$6,000
645001 Special Department Allow	\$422	\$410	\$1,250	\$1,250	\$0
651501 Depreciation	\$895,731	\$889,533	\$905,000	\$905,000	\$0
661001 Miscellaneous Supplies	\$1,632	\$525	\$6,100	\$5,350	-\$750
662001 Miscellaneous Services	\$1,183,743	\$1,245,762	\$1,424,360	\$1,572,360	\$148,000
Operations Total	\$2,422,178	\$2,510,857	\$2,835,608	\$3,038,554	\$202,946
Capital					
674001 Machinery & Equipment	\$0	\$28,690	\$72,751	\$110,350	\$37,599
674002 Equipment Replacements	\$33,976	\$32,856	\$84,110	\$213,201	\$129,091
674003 Vehicle Replacement	\$31,500	\$36,100	\$188,950	\$44,000	-\$144,950

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Capital Total	\$65,476	\$97,645	\$345,811	\$367,551	\$21,740
Debt					
681002 Debt Service-Interest	\$36,800	\$22,966	\$19,300	\$0	-\$19,300
Debt Total	\$36,800	\$22,966	\$19,300	\$0	-\$19,300
Transfers					
691001 Trnf Other Funds	\$143,040	\$143,940	\$139,300	\$67,980	-\$71,320
691003 Trnf EF Sales Tax Bond	\$82,232	\$82,733	\$82,511	\$82,511	\$0
691005 Trnf EF	\$49,285	\$78,152	\$84,964	\$84,964	\$0
691008 Nonoperating Transfer	\$90,899	\$93,717	\$105,000	\$105,000	\$0
691009 Trnf Indirect Cost Alloca	\$296,109	\$339,339	\$362,415	\$362,415	\$0
Transfers Total	\$661,565	\$737,881	\$774,190	\$702,870	-\$71,320
515101 Water Department Total	\$3,529,337	\$3,782,557	\$4,393,922	\$4,529,514	\$135,592

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
515110 Water Capital Projects					
Capital					
673001 Capital Project	\$20,378	\$1,151,523	\$3,417,850	\$4,673,851	\$1,256,001
Capital Total	\$20,378	\$1,151,523	\$3,417,850	\$4,673,851	\$1,256,001
515110 Water Capital Projects Total	\$20,378	\$1,151,523	\$3,417,850	\$4,673,851	\$1,256,001
Water Total	\$3,549,715	\$4,934,080	\$7,811,772	\$9,203,365	\$1,391,593

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Sewer					
525201 Sewer Department					
Personnel					
611101 Full-Time Employees	\$235,919	\$215,048	\$252,563	\$259,985	\$7,422
611201 Overtime	\$11,957	\$10,767	\$7,020	\$7,020	\$0
613101 FICA	\$17,640	\$16,654	\$19,858	\$20,305	\$447
613201 Utah Retirement Systems	\$42,465	\$39,680	\$46,001	\$42,279	-\$3,722
613301 Health Insurance	\$52,941	\$64,157	\$80,800	\$76,564	-\$4,236
613302 Dental Insurance	\$4,519	\$4,016	\$5,183	\$4,754	-\$429
613304 Vision Insurance	\$944	\$840	\$1,105	\$865	-\$240
613401 Worker's Compensation	\$3,114	\$2,892	\$2,822	\$2,764	-\$58
613601 LTD, ADD, & Life	\$1,758	\$1,597	\$1,947	\$2,698	\$751
614101 Clothing Allow - FT	\$890	\$1,202	\$1,440	\$1,440	\$0
615000 Pension	\$0	\$5,939	\$0	\$0	\$0
Personnel Total	\$372,147	\$362,792	\$418,739	\$418,674	-\$65
Operations					
621301 Training & Registration	\$1,275	\$575	\$1,725	\$5,535	\$3,810
623101 In-State Travel	\$0	\$0	\$0	\$1,620	\$1,620
623501 Out-of-State Travel	\$0	\$0	\$0	\$1,440	\$1,440
624001 Office Supplies	\$138	\$233	\$350	\$350	\$0
624004 Materials & Supplies	\$4,801	\$1,902	\$4,600	\$4,600	\$0
624107 Uniforms & PPE	\$905	\$1,105	\$1,900	\$1,900	\$0
625002 Equipment Purchases	\$0	\$1,890	\$2,100	\$0	-\$2,100
625201 Tires/Brakes	\$582	\$2,796	\$3,000	\$3,000	\$0
625202 Fuel/Oil	\$3,992	\$5,063	\$6,000	\$6,000	\$0
625203 Fleet Repair	\$12,276	\$12,665	\$15,000	\$15,000	\$0
625204 Fleet Lease	\$14,723	\$13,039	\$13,040	\$13,040	\$0
626001 Building Maintenance	\$1,769	\$260	\$2,100	\$1,950	-\$150
631003 Insurance Fees	\$14,901	\$14,985	\$16,884	\$18,066	\$1,182
631004 Bank Fees	\$20,054	\$21,824	\$25,000	\$25,000	\$0
631006 Contracted Services	\$101,419	\$104,254	\$191,090	\$113,090	-\$78,000
645001 Special Department Allow	\$0	\$268	\$1,250	\$1,250	\$0
651501 Depreciation	\$574,836	\$612,620	\$575,000	\$615,000	\$40,000
661001 Miscellaneous Supplies	\$391	\$360	\$1,750	\$1,750	\$0
662001 Miscellaneous Services	\$3,046,275	\$3,079,680	\$3,200,360	\$3,200,360	\$0
Operations Total	\$3,798,337	\$3,873,518	\$4,061,149	\$4,028,951	-\$32,198
Capital					
674001 Machinery & Equipment	\$0	\$0	\$0	\$56,850	\$56,850
674003 Vehicle Replacement	\$31,500	\$36,936	\$0	\$6,500	\$6,500
Capital Total	\$31,500	\$36,936	\$0	\$63,350	\$63,350
Transfers					
691001 Trnf Other Funds	\$106,905	\$107,494	\$104,475	\$50,985	-\$53,490
691003 Trnf EF Sales Tax Bond	\$73,916	\$74,366	\$74,167	\$74,167	\$0
691005 Trnf EF	\$53,404	\$79,774	\$84,649	\$84,649	\$0
691009 Trnf Indirect Cost Alloca	\$319,546	\$346,380	\$362,220	\$362,220	\$0
Transfers Total	\$553,771	\$608,014	\$625,511	\$572,021	-\$53,490
525201 Sewer Department Total	\$4,755,755	\$4,881,260	\$5,105,399	\$5,082,996	-\$22,403

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
525210 Sewer Capital Projects					
Capital					
673001 Capital Project	\$11,158	\$484,342	\$1,987,450	\$2,545,451	\$558,001
Capital Total	\$11,158	\$484,342	\$1,987,450	\$2,545,451	\$558,001
525210 Sewer Capital Projects Total	\$11,158	\$484,342	\$1,987,450	\$2,545,451	\$558,001
Sewer Total	\$4,766,913	\$5,365,603	\$7,092,849	\$7,628,447	\$535,598

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Storm					
535301 Storm Drain					
Personnel					
611101 Full-Time Employees	\$141,716	\$146,961	\$153,341	\$156,216	\$2,875
611201 Overtime	\$5,348	\$7,532	\$3,015	\$3,015	\$0
611501 Part-Time	\$10,200	\$288	\$24,000	\$24,688	\$688
613101 FICA	\$11,644	\$10,603	\$13,748	\$13,921	\$173
613201 Utah Retirement Systems	\$24,642	\$24,342	\$27,963	\$24,700	-\$3,263
613301 Health Insurance	\$37,077	\$34,500	\$42,450	\$41,998	-\$452
613302 Dental Insurance	\$3,017	\$2,437	\$2,709	\$2,600	-\$109
613304 Vision Insurance	\$494	\$355	\$484	\$490	\$6
613401 Worker's Compensation	\$1,983	\$1,761	\$2,090	\$1,912	-\$178
613601 LTD, ADD, & Life	\$781	\$864	\$1,298	\$827	-\$471
614101 Clothing Allow - FT	\$809	\$279	\$1,080	\$1,080	\$0
615000 Pension	\$0	\$4,070	\$0	\$0	\$0
Personnel Total	\$237,710	\$233,993	\$272,178	\$271,447	-\$731
Operations					
621101 Publications & Subscriptions	\$0	\$0	\$100	\$100	\$0
621201 Membership Dues	\$0	\$740	\$740	\$195	-\$545
621301 Training & Registration	\$720	\$230	\$1,625	\$2,950	\$1,325
623101 In-State Travel	\$253	\$445	\$375	\$1,395	\$1,020
623102 In-State Meals	\$153	\$284	\$165	\$0	-\$165
623103 In-State Transportation	\$85	\$0	\$136	\$0	-\$136
623501 Out-of-State Travel	\$0	\$0	\$0	\$1,440	\$1,440
624001 Office Supplies	\$388	\$498	\$500	\$500	\$0
624004 Materials & Supplies	\$4,147	\$4,588	\$5,450	\$5,450	\$0
624107 Uniforms & PPE	\$270	\$754	\$1,425	\$1,425	\$0
625001 Equip. Maint. & Supplies	\$138	\$1,266	\$1,550	\$1,550	\$0
625002 Equipment Purchases	\$3,366	\$1,890	\$2,100	\$0	-\$2,100
625003 Equipment Rental	\$0	\$0	\$4,000	\$4,000	\$0
625201 Tires/Brakes	\$519	\$1,610	\$1,000	\$1,000	\$0
625202 Fuel/Oil	\$2,804	\$3,792	\$5,500	\$5,500	\$0
625203 Fleet Repair	\$67	\$3,629	\$10,000	\$10,000	\$0
625204 Fleet Lease	\$8,171	\$7,236	\$7,240	\$7,240	\$0
626001 Building Maintenance	\$120	\$0	\$0	\$450	\$450
631003 Insurance Fees	\$5,484	\$5,837	\$7,187	\$7,690	\$503
631004 Bank Fees	\$4,903	\$5,100	\$5,825	\$5,825	\$0
631006 Contracted Services	\$22,849	\$57,116	\$65,090	\$67,090	\$2,000
645001 Special Department Allow	\$7,068	\$7,498	\$8,300	\$8,300	\$0
651501 Depreciation	\$683,569	\$673,726	\$685,000	\$685,000	\$0
661001 Miscellaneous Supplies	\$0	\$314	\$1,500	\$1,500	\$0
662001 Miscellaneous Services	\$183	\$207	\$9,360	\$9,360	\$0
663001 Contingency	\$0	\$0	\$5,000	\$5,000	\$0
Operations Total	\$745,257	\$776,761	\$829,168	\$832,960	\$3,792
Capital					
674001 Machinery & Equipment	\$0	\$0	\$0	\$56,850	\$56,850
674003 Vehicle Replacement	\$0	\$272,000	\$0	\$6,500	\$6,500

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Capital Total	\$0	\$272,000	\$0	\$63,350	\$63,350
Transfers					
691001 Trnf Other Funds	\$24,945	\$25,045	\$24,377	\$11,897	-\$12,481
691005 Trnf EF	\$41,720	\$45,063	\$55,015	\$55,015	\$0
691009 Trnf Indirect Cost Alloca	\$241,787	\$195,663	\$235,413	\$235,413	\$0
Transfers Total	\$308,452	\$265,771	\$314,805	\$302,325	-\$12,481
535301 Storm Drain Total	\$1,291,419	\$1,548,525	\$1,416,151	\$1,470,082	\$53,931

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
535310 Storm Drain Capital Projects					
Capital					
673001 Capital Project	\$0	\$355,358	\$2,634,950	\$4,204,951	\$1,570,001
Capital Total	\$0	\$355,358	\$2,634,950	\$4,204,951	\$1,570,001
535310 Storm Drain Capital Projects Total	\$0	\$355,358	\$2,634,950	\$4,204,951	\$1,570,001
Storm Total	\$1,291,419	\$1,903,883	\$4,051,101	\$5,675,033	\$1,623,932

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
545401 Solid Waste					
Personnel					
611101 Full-Time Employees	\$21,805	\$50,104	\$40,251	\$41,786	\$1,535
613101 FICA	\$1,659	\$2,990	\$3,079	\$3,194	\$115
613201 Utah Retirement Systems	\$3,893	\$6,593	\$7,523	\$7,339	-\$184
613301 Health Insurance	\$2,181	\$4,614	\$6,150	\$7,682	\$1,532
613302 Dental Insurance	\$157	\$339	\$385	\$464	\$79
613304 Vision Insurance	\$29	\$70	\$82	\$53	-\$29
613401 Worker's Compensation	\$268	\$551	\$487	\$435	-\$52
613601 LTD, ADD, & Life	\$0	\$0	\$1,622	\$0	-\$1,622
615000 Pension	\$0	\$1,317	\$0	\$0	\$0
Personnel Total	\$29,992	\$66,577	\$59,579	\$60,953	\$1,374
Operations					
631003 Insurance Fees	\$6,288	\$5,549	\$6,882	\$7,364	\$482
631004 Bank Fees	\$7,046	\$6,989	\$7,975	\$7,975	\$0
631006 Contracted Services	\$1,098,524	\$1,060,894	\$1,382,500	\$1,465,501	\$83,001
651501 Depreciation	\$3,924	\$3,930	\$0	\$0	\$0
Operations Total	\$1,115,781	\$1,077,362	\$1,397,357	\$1,480,840	\$83,483
Capital					
673001 Capital Project	\$0	\$70,285	\$48,950	\$88,951	\$40,001
Capital Total	\$0	\$70,285	\$48,950	\$88,951	\$40,001
Transfers					
691001 Trnf Other Funds	\$81,960	\$82,260	\$80,097	\$39,089	-\$41,009
691005 Trnf EF	\$4,568	\$10,626	\$12,040	\$12,040	\$0
691009 Trnf Indirect Cost Alloca	\$26,963	\$46,140	\$51,520	\$51,520	\$0
Transfers Total	\$113,491	\$139,026	\$143,657	\$102,649	-\$41,009
545401 Solid Waste Total	\$1,259,264	\$1,353,250	\$1,649,543	\$1,733,393	\$83,850
545401 Solid Waste Total	\$1,259,264	\$1,353,250	\$1,649,543	\$1,733,393	\$83,850

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
614441 Fleet Management					
Personnel					
611101 Full-Time Employees	\$77,269	\$90,146	\$94,638	\$97,434	\$2,796
611201 Overtime	\$480	\$1,024	\$2,100	\$2,100	\$0
613101 FICA	\$5,809	\$6,670	\$7,399	\$7,602	\$203
613201 Utah Retirement Systems	\$12,669	\$15,182	\$16,038	\$16,164	\$126
613301 Health Insurance	\$17,299	\$25,821	\$29,500	\$31,963	\$2,463
613302 Dental Insurance	\$1,456	\$1,925	\$1,925	\$1,926	\$1
613304 Vision Insurance	\$304	\$256	\$262	\$262	\$0
613401 Worker's Compensation	\$960	\$1,098	\$1,124	\$1,014	-\$110
613601 LTD, ADD, & Life	\$775	\$680	\$1,298	\$918	-\$380
614101 Clothing Allow - FT	\$564	\$336	\$720	\$720	\$0
615000 Pension	\$0	\$2,398	\$0	\$0	\$0
Personnel Total	\$117,585	\$145,537	\$155,004	\$160,103	\$5,099
Operations					
621101 Publications & Subscriptions	\$1,500	\$1,500	\$1,500	\$1,500	\$0
621301 Training & Registration	\$751	\$786	\$2,280	\$2,280	\$0
624001 Office Supplies	\$821	\$411	\$895	\$895	\$0
624004 Materials & Supplies	\$576	\$5,038	\$5,750	\$6,250	\$500
624101 Claims & Damages	\$4,266	\$0	\$0	\$0	\$0
624107 Uniforms & PPE	\$140	\$425	\$950	\$950	\$0
624204 Annual Maint. & Support	\$0	\$949	\$1,500	\$2,500	\$1,000
625001 Equip. Maint. & Supplies	\$4,578	\$12,578	\$8,000	\$8,000	\$0
625002 Equipment Purchases	\$0	\$1,134	\$1,260	\$2,000	\$740
625201 Tires/Brakes	\$21,720	\$27,860	\$48,175	\$36,425	-\$11,750
625202 Fuel/Oil	\$156,841	\$157,171	\$166,900	\$166,000	-\$900
625203 Fleet Repair	\$165,569	\$95,458	\$124,250	\$110,250	-\$14,000
625501 Equipment Repairs	\$0	\$190	\$600	\$600	\$0
626001 Building Maintenance	\$875	\$684	\$5,200	\$4,000	-\$1,200
631003 Insurance Fees	\$2,801	\$2,360	\$2,502	\$2,677	\$175
631006 Contracted Services	\$0	\$5,536	\$4,300	\$4,300	\$0
651501 Depreciation	\$305,729	\$367,420	\$310,000	\$370,000	\$60,000
662001 Miscellaneous Services	\$288	\$179	\$360	\$360	\$0
Operations Total	\$666,454	\$679,678	\$684,422	\$718,987	\$34,565
Capital					
674001 Machinery & Equipment	-\$323,711	\$74,762	\$1	\$392,500	\$392,500
674003 Vehicle Replacement	\$371,854	\$602,595	\$36,951	\$383,932	\$346,982
Capital Total	\$48,143	\$677,357	\$36,951	\$776,432	\$739,481
Debt					
681003 Backhoe Lease Obligations	\$19,139	\$24,750	\$23,000	\$23,000	\$0
Debt Total	\$19,139	\$24,750	\$23,000	\$23,000	\$0
614441 Fleet Management Total	\$851,322	\$1,527,323	\$899,377	\$1,678,522	\$779,145
614441 Fleet Management Total	\$851,322	\$1,527,323	\$899,377	\$1,678,522	\$779,145

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
634443 Risk Management					
634443 Risk Management					
Operations					
624101 Claims & Damages	\$6,951	\$36,544	\$30,000	\$30,000	\$0
631003 Insurance Fees	\$215,411	\$227,920	\$246,435	\$263,278	\$16,843
631006 Contracted Services	\$29,000	\$29,000	\$30,000	\$30,000	\$0
Operations Total	\$251,362	\$293,464	\$306,435	\$323,278	\$16,843
634443 Risk Management Total	\$251,362	\$293,464	\$306,435	\$323,278	\$16,843
634443 Risk Management Total	\$251,362	\$293,464	\$306,435	\$323,278	\$16,843

FY2021 Expenditures - Tentative Budget

	FY18 Actuals	FY19 Actuals	FY20 Budget	FY21 Budget	Change '20 to '21
Grand Total	\$40,184,471	\$38,999,941	\$51,318,072	\$57,152,858	\$5,834,786



STAFF REPORT

To: Mayor Shepherd and City Council Members
From: Rich Knapp, Finance Manager
Meeting Date: May 12, 2020
Subject: Fiscal Year 2020 Third Quarter Finance Update

Recommended Action

Presentation and discussion only.

Description / Background

Sales tax and Energy tax in February were surprisingly down. March Energy was down 14%. We will have estimated March sales tax data, from the State, before the meeting on the 12th. As we expected, Aquatic and Rec were down \$100k from last March, but there were expense savings that helped some. The numbers with comments are attached, but the presentation will come later.

Schedule / Time Constraints

List of Attachments

- FY20 Third Quarter Draft Revenues and Expenditures

Revenues

75% of Fiscal Year Complete							Clarification Notes
Account Title	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
General Fund - 10		<i>a</i>	<i>b</i>	<i>b-a</i>	<i>c</i>	<i>b/c</i>	
Taxes							
Current Property Tax	\$ 1,741,703	\$ 1,600,486	\$ 1,410,397	\$ (190,089)	\$ 1,641,297	86%	
Vehicle Value Based Tax	118,305	93,834	55,716	(38,118)	115,000	48%	
Delinquent Taxes Prior Yr	25,407	123,086	6,530	(116,556)	55,000	12%	
Sales & Use Taxes	3,328,017	3,488,229	3,542,155	53,926	4,500,000	79%	Feb YOY -8% or -\$30k, Mar proj minus 40%
Energy Use Tax	1,893,849	2,178,169	2,127,077	(51,092)	2,750,000	77%	Feb YOY -11%, Mar YOY -14%, -20% for rest of year -\$100k
PARAT Tax	187,865	194,448	185,254	(9,193)	225,000	82%	Feb YOY -9%, Mar proj minus 40%
CaTV Franchise Taxes	124,129	118,467	120,244	1,777	150,000	80%	
Utility Franchise Taxes	358,336	363,344	364,964	1,620	470,000	78%	
Muni Telecom Tax	196,752	158,862	136,254	(22,608)	220,000	62%	Projected year end \$50k less than budget, Mar proj
Transient Room Tax	5,389	5,981	5,825	(156)	7,000	83%	
Taxes Total	7,979,750	8,324,907	7,954,417	(370,489)	10,133,297	78%	(2,178,880)
Licenses & Permits							
Business Licenses	92,339	86,899	95,186	8,288	100,000	95%	
Landlord Registration	48,337	38,105	12,702	(25,404)	51,500	25%	
Sign Permits	1,270	975	550	(425)	2,200	25%	
Building Permits	76,119	187,694	173,260	(14,434)	175,000	99%	West Sqr C, Tru Hotel, Maverick
Electrical,Plumbing & Gas	8,411	23,337	-	(23,337)	20,000	0%	
Excavation Permits	1,300	1,760	2,400	640	1,600	150%	
Demolition Permits	300	1,350	600	(750)	900	67%	
Inspection Fees	4,371	2,773	1,936	(837)	4,000	48%	
Cemetery & Burial Permits	14,450	13,050	14,600	1,550	22,000	66%	
Licenses & Permits Total	246,897	355,943	301,234	(54,709)	377,200	80%	
Intergovernmental							
CDBG Grant Revenue	8,419	140,816	-	(140,816)	197,625	0%	
State Grants	31,622	64,914	121,229	56,315	250,477	48%	
Class C Roads	621,485	662,974	668,814	5,840	1,050,000	64%	
County Transportation	259,771	270,153	300,009	29,856	349,000	86%	
Intergov Total	952,812	1,171,125	1,124,506	(46,619)	1,878,232	60%	
Charges for Services							
Zoning & Subdivision	13,661	61,294	54,327	(6,967)	30,000	181%	
Plan Checking Fee	23,255	62,934	52,855	(10,079)	28,000	189%	
Special Police Services	28,016	29,031	45,625	16,594	34,000	134%	
Davis SD Police Protection	71,000	71,000	71,000	-	65,000	109%	
DUI/Seatbelt (Overtime Re	22,002	16,966	15,478	(1,488)	20,000	77%	
E-911 Service Fees	226,180	223,246	229,636	6,390	295,000	78%	Mar projected
Dispatch Services	63,756	63,756	58,142	(5,614)	85,000	68%	
Metro Narcotics Ovt	8,457	8,830	4,716	(4,114)	14,000	34%	
MIDA Revenue	8,811	9,820	8,678	(1,142)	10,000	87%	
Aquatic Center	913,858	827,648	741,129	(86,519)	1,300,000	57%	Mar was down \$64k from last year, Jul-Feb down \$23k
Recreation	230,602	235,329	182,251	(53,078)	350,000	52%	Mar was down \$40k from last year, Jul-Feb down \$13k
Cemetery Plots	10,834	4,390	10,340	5,950	11,000	94%	
Charges for Services Total	1,631,265	1,614,384	1,474,177	(140,207)	2,244,000	66%	

Revenues

75% of Fiscal Year Complete							Clarification Notes
Account Title	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
General Fund - 10 Continued							
Fines & Forfeitures							
Fines/Forfeitures	378,242	343,141	332,049	(11,092)	475,000	70%	-3%
Code Enforcement Fines	1,275	5,323	12,092	6,769	9,000	134%	
Fees/Costs/Contempt	192,477	194,231	159,708	(34,523)	250,000	64%	COVID
Court Security Fees	14,492	13,493	11,974	(1,519)	18,000	67%	
Fines & Forf Total	586,596	556,297	515,823	(40,474)	753,000	69%	
Miscellaneous							
Interest Earnings	62,770	168,240	126,448	(41,792)	60,000	211%	
Unrealized Gains & Losses	(108,278)	103,994	(189,582)	(293,577)	-	#DIV/0!	
Community Service Rental	75,483	98,563	57,365	(41,198)	90,000	64%	
Rent/Lease	108,867	15,356	11,603		-		Cell Tower
Misc Revenues	19,481	112,830	24,266	(88,564)	65,000	37%	
Donation Revenue	108,867	67,939	26,987	(40,952)	77,000	35%	
Return Check Fees	500	694	580	(114)	750	77%	
Commercial Fire Protect	82,898	85,212	87,551	2,339	100,000	88%	
Miscellaneous Total	354,071	652,829	147,907	(503,460)	392,750	38%	
Other Sources of Funds							
TRNF CDRA Sales Tax Bond		-	-	-	774,208	0%	2016 Bond Payment
TRNF EF Sales Tax Bond		-	-	-	156,678	0%	
TRNF City Water Costs		-	-	-	105,000	0%	
TRNF from CDRA	120,000	158,457	155,573	(2,884)	207,431	75%	
EF(S) Overhead Allocation	771,260	798,849	875,074	76,225	1,166,764	75%	
Pay In Lieu Davis County	4,004	3,955	4,351	396	4,000	109%	
Other Sources Total	895,264	961,261	1,034,998	73,737	2,414,081	43%	
Total General Fund	\$ 12,646,655	\$ 13,636,746	\$ 12,553,062	\$ (1,082,222)	\$ 18,192,560	69%	\$ 12,393,138

Revenues

75% of Fiscal Year Complete							Clarification Notes
Account Title	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
CDRA - 20							
EDA #3 - ATK	217,335	1,101,843	1,169,758	67,915	774,374	151%	
RDA #6	243,238	227,326	232,970	5,644	201,041	116%	
RDA # 7	184,839	245,755	258,755	13,000	243,537	106%	
RDA # 8	211,716	251,991	311,024	59,033	251,529	124%	
RDA # 9	331,267	368,477	442,415	73,938	341,201	130%	
RDA # 10	304,154	333,417	401,550	68,133	332,184	121%	
CDA #1 - Clfd Station		66,239	154,859	88,620	274,233		
Interest	65,727	99,904	143,715	43,811	75,000	192%	
Sale of Assets		99,152			-	#DIV/0!	Sale of land for Clearfield Junction
Misc Revenues		(1,225)		1,225	-	#DIV/0!	
CDRA Fund	\$ 1,558,276	\$ 2,792,879	\$ 3,115,046	\$ 322,167	\$ 2,493,099	125%	
GO Debt Service - 31							
Current General Property	784,716	727,361	635,114	(92,247)	707,576	90%	
TRNF from EF	356,850	-	-	-	348,249	0%	
Park Capital Improvement - 40							
Park Impact Fees	31,869	173,511	64,845	(108,666)	60,000	108%	
Interest Earnings	8,374	18,153	17,589	(564)	3,000	586%	
Capital Improvement - 45							
Interest Earnings	26,714	50,438	34,910	(15,528)	15,000	233%	
Transfer from GF		-	20,000	20,000	1,953,715	1%	

Revenues

75% of Fiscal Year Complete							Clarification Notes
Account Title	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
Utility Admin - 50							
Interest Earnings	15,335	26,344	16,820	(9,524)	20,000	84%	
Late Fees/Penalty	120,161	116,644	78,901	(37,743)	140,000	56%	
Water Service Fees	13,015	13,265	7,233	(6,032)	20,000	36%	
TRNF from EF	176,821	160,211	118,334	(41,877)	236,398	50%	118,064
Utility Admin Fund	\$ 325,332	\$ 316,464	\$ 221,288	\$ (95,176)	\$ 416,398	53%	
Water - 51							
Water Impact Fees	12,814	23,065	3,527	(19,538)	25,000	14%	
Interest Earnings	61,256	65,315	69,542	4,228	30,000	232%	
Water Charges	2,639,182	2,685,992	2,663,773	(22,219)	3,550,000	75%	46% lower consumption May/June
kgals	1,020,691	1,012,494	959,536				-5.2%
Water Meter Fee	8,331	16,781	2,237	(14,544)	13,000	17%	
Water Fund	\$ 2,721,583	\$ 2,791,153	\$ 2,739,079	\$ (52,074)	\$ 3,719,000	74%	
Sewer - 52							
Sewer Impact Fees	24,002	50,546	6,812	(43,734)	40,000	17%	
Interest Earnings	28,946	38,268	34,740	(3,528)	17,000	204%	
Sewer Charges	3,348,863	3,406,560	3,444,278	37,719	4,535,000	76%	
Sewer Fund	\$ 3,401,811	\$ 3,495,374	\$ 3,485,831	\$ (9,543)	\$ 4,592,000	76%	
Storm Water - 53							
Storm Sewer Impact Fees	1,732	6,382	4,289	(2,093)	3,500	123%	
MIDA	1,739	1,740	1,740	-	2,320	75%	
Interest Earnings	40,740	50,383	56,014	5,632	10,000	560%	
Misc Revenue		48,979	-	(48,979)	-		
Storm Water Charges	760,631	793,880	832,905	39,025	1,060,000	79%	
Storm Fund	\$ 804,842	\$ 901,364	\$ 894,948	\$ (6,415)	\$ 1,075,820	83%	
Garbage - 54							
Interest Earnings	14,971	16,518	18,048	1,530	4,000	451%	
Garbage Charges	1,059,023	1,061,163	1,226,627	165,464	1,617,000	76%	\$2 increase pass through
Solid Waste Fund	\$ 1,073,994	\$ 1,077,681	\$ 1,244,675	\$ 166,994	\$ 1,621,000	77%	

Revenues

75% of Fiscal Year Complete							Clarification Notes
Account Title	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
Fleet Management - 61							
Fleet Charges GF	157,171	108,090	1,226,627	1,118,537	157,136	781%	fleet exps incurred by the GF, amounts fluxuate year to year
Fleet Charges Water	32,615	21,692	108,095	86,403	32,163	336%	
Fleet Charges Sewer	13,270	9,780	21,694	11,914	14,500	150%	
Fleet Charges Storm	7,654	5,427	9,780	4,353	8,047	122%	
Consum. Chrgs GF	125,016	140,665	5,430	(135,235)	247,825	2%	
Consum. Chrgs Water	19,431	25,537	120,587	95,050	51,000	236%	
Consum. Chrgs Sewer	13,159	13,095	36,742	23,647	24,000	153%	
Consum. Chrgs Storm	2,996	6,864	7,965	1,101	16,500	48%	
Consum. Chrgs Outside Sel	975	4,742	13,842	9,100	6,000	231%	
Vehicle Replace GF	269,625	-	-	-	330,201	0%	
Vehicle Replace Water	23,625	-	-	-	261,700	0%	
Vehicle Replace Sewer	23,625	-	-	-	-	#DIV/0!	
Fuel Charges	8,842	13,113	17,818	4,705	12,000	148%	
Fleet Management Fund	\$ 698,003	\$ 349,004	\$ 1,568,579	\$ 1,219,575	\$ 1,161,073	135%	
Risk Management - 63							
Risk Charges - GF	156,952	128,963	128,963	-	227,689	57%	
Risk Charges - Water	23,893	20,429	20,429	-	37,147	55%	
Risk Charges - Sewer	12,119	11,238	11,238	-	20,994	54%	
Risk Charges - Storm	5,725	4,377	4,377	-	8,937	49%	
Risk Charges - Fleet	-	1,770	1,770	-	3,111	57%	
Risk Charges - Garba	2,278	4,162	4,162	-	8,558	49%	
Risk Management Fund	\$ 200,966	\$ 170,940	\$ 170,940	\$ -	\$ 306,436	56%	
Perpetual Cemetery - 70							
Perpetual Care	10,050	4,600	9,850	5,250	9,000	109%	
Interest Earnings	1,310	4,570	4,170	(400)	1,200	348%	
Cemetery Fund	\$ 11,360	\$ 9,170	\$ 14,020	\$ 4,850	\$ 10,200	137%	
-							
Total	\$ 24,694,233	\$ 26,510,237	\$ 26,779,928	\$ 269,691	\$ 36,675,126	73%	

Draft Expenditures

75% of Fiscal Year Complete							Clarification Notes
Division	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
		<i>a</i>	<i>b</i>	<i>b-a</i>	<i>c</i>	<i>b/c</i>	
General Fund - 10							
General Government							
Mayor & Council	\$ 174,198	\$ 199,551	\$ 204,145	\$ 4,593	\$ 283,410	72%	
Justice Court	321,192	337,573	339,548	1,975	494,441	69%	
City Manager	277,656	279,809	296,109	16,300	438,206	68%	
City Recorder	141,769	156,365	159,116	2,751	221,498	72%	
Legal	241,639	258,346	349,092	90,746	551,034	63%	
Human Resources	214,188	183,704	209,443	25,739	321,267	65%	
Information Technologies	506,473	551,935	416,908	(135,027)	752,439	55%	
Finance	292,316	355,467	337,621	(17,846)	511,601	66%	
Customer Service Center	234,107	268,040	256,185	(11,855)	371,603	69%	
Interdepartmental Service	954,616	558,821	563,658	4,837	842,941	67%	
Buildings & Plants	357,748	370,549	650,939	280,390	928,304	70%	capital projects
Elections	15,447	-	32,887	32,887	38,500	85%	
Public Safety							
Police Admin	\$ 428,466	\$ 515,611	\$ 510,907	\$ (4,704)	\$ 709,886	72%	
Patrol & Investigations	2,110,053	2,185,609	2,304,959	\$ 119,351	3,544,071	65%	
Emergency Services	12,201	16,480	18,676	\$ 2,196	48,013	39%	
Dispatch	62,086	438,105	484,817	\$ 46,711	714,595	68%	
Public Works							
Public Works Admin	\$ 60,692	\$ 78,973	\$ 69,252	\$ (9,721)	\$ 109,692	63%	
Streets	523,520	515,339	522,148	6,809	711,513	73%	
Community Services							
Community Svcs Admin	\$ 256,446	\$ 221,240	\$ 233,894	\$ 12,654	\$ 307,571	76%	
4th of July		106,246	83,011	(23,234)	94,600	88%	
Parks	470,461	452,482	659,375	206,892	1,348,087	49%	
Open Space	117,430	170,136	109,319	(60,818)	197,422	55%	misallocation payroll
Recreation	429,699	506,106	451,977	(54,129)	768,060	59%	
Aquatics Center	1,200,976	1,123,807	1,187,708	63,901	1,880,223	63%	
PARAT	201,189	201,209	-	(201,209)	350,000	0%	
Cemetery	66,459	85,939	36,700	(49,238)	356,442	10%	

Draft Expenditures

75% of Fiscal Year Complete							Clarification Notes
Division	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
		<i>a</i>	<i>b</i>	<i>b-a</i>	<i>c</i>	<i>b/c</i>	
General Fund - 10							
Community & Econ Development							
CED Administration	\$ 70,334	\$ 977,146	\$ 353,904	\$ (623,242)	\$ 1,378,532	26%	Mabey Place
Communications	67,670	113,903	156,980	43,077	271,410	58%	
Code Enforcement	70,024	86,030	91,985	5,955	150,253	61%	
CDBG	27,087	153,199	40,079	(113,120)	198,184	20%	FY19 Downtown Form-Based Code Up
Planning & Zoning	170,673	216,682	274,990	58,307	480,130	57%	
Inspections	72,706	75,065	92,736	17,671	111,685	83%	
Sales Tax Bond '03&'16	\$ 816,331	\$ 929,581	\$ 927,085	\$ (2,495)	\$ 931,660	100%	
Transfers to Other Funds	\$ -	\$ -	\$ -	-	1,953,715	0%	
General Fund Exp Totals	\$ 11,468,046	\$ 12,689,434	\$ 12,426,152	\$ (263,282)	\$ 22,370,987	56%	

Draft Expenditures

75% of Fiscal Year Complete							Clarification Notes
Division	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
		<i>a</i>	<i>b</i>	<i>b-a</i>	<i>c</i>	<i>b/c</i>	
CDRA - 20							
CED Administration	\$ 15,335	\$ 26,596	\$ 73,402	\$ 46,806	\$ 124,000	59%	
RDA #9	30,000	22,500	22,500	-	263,800	9%	
RDA #6		-	-		25,000		
RDA #7	1,000,525	15,000	18,750	3,750	232,450	8%	
RDA #8	37,500	52,500	45,000	(7,500)	150,000	30%	
RDA #10	37,500	33,750	30,000	(3,750)	330,000	9%	
EDA #3	-	34,707	29,039	(5,668)	793,706	4%	
CDA #1 Clearfield Station		-	73,211		337,233	22%	
CDRA Fund	\$ 1,120,860	\$ 185,053	\$ 291,902	\$ 33,638	\$ 2,256,189	13%	
GO Bond Debt Service - 31							
GO Bond	1,080,277	1,086,100	1,055,800	(30,300)	1,055,825	100%	
GO Bond Debt Service Fund	\$ 1,080,277	\$ 1,086,100	\$ 1,055,800	\$ (30,300)	\$ 1,055,825	100%	
Park Capital Improvement - 40							
Capital Improvements Park	21,946	6,017	78,682	72,665	250,000	31%	
Park Capital Improvements	\$ 21,946	\$ 6,017	\$ 78,682	\$ 72,665	\$ 250,000	31%	
Capital Improvement - 45							
Cap Proj - Buildings	\$ 591,761	\$ 110,439	\$ 2,987	\$ (107,452)	\$ 20,000	15%	
Cap Proj - Streets	749,284	460,043	941,355	481,312	3,025,817	31%	
Cap Proj - Parks		7,392	102,494		116,768	88%	
Capital Improvements Fund	\$ 1,341,045	\$ 577,874	\$ 1,046,836	\$ 373,860	\$ 3,162,585	33%	

Draft Expenditures

75% of Fiscal Year Complete							Clarification Notes
Division	Mar FY18	Mar FY19	Mar FY20	Variance Prior Yr	FY20 Budget	% of Budget	
		<i>a</i>	<i>b</i>	<i>b-a</i>	<i>c</i>	<i>b/c</i>	
Utility Admin - 50							
Utility Administration	\$ 253,953	\$ 254,939	\$ 292,594	\$ 37,655	\$ 416,398	70%	
Utility Admin	\$ 253,953	\$ 254,939	\$ 292,594	\$ 37,655	\$ 416,398	70%	
Water - 51							
Water Department	\$ 2,754,412	\$ 2,822,705	\$ 3,212,481	\$ 389,776	\$ 4,394,195	73%	
Water Capital Projects	720,738	645,290	242,019	(403,271)	3,417,850	7%	
Water Fund	\$ 3,475,150	\$ 3,467,995	\$ 3,454,500	\$ (13,495)	\$ 7,812,045	44%	
Sewer - 52							
Sewer Department	\$ 3,184,017	\$ 3,231,497	\$ 2,820,564	\$ (410,933)	\$ 5,105,720	55%	
Sewer Capital Projects	440,154	351,982	48,088	(303,894)	1,987,450	2%	
Sewer Fund	\$ 3,624,171	\$ 3,583,479	\$ 2,868,652	\$ (714,827)	\$ 7,093,170	40%	
Storm Water - 53							
Storm Water	\$ 962,152	\$ 905,632	\$ 871,124	\$ (34,508)	\$ 1,416,328	62%	
Storm Water Capital Prjct	447,165	186,063	236,941	50,878	2,634,950	9%	
Strom Water Fund	\$ 1,409,317	\$ 1,091,695	\$ 1,108,065	\$ 16,370	\$ 4,051,278	27%	
Solid Waste & Recyclables- 54							
Solid Waste	\$ 804,275	\$ 836,263	\$ 832,464	\$ (3,799)	\$ 1,600,618	52%	
Solid Waste Capital	432,276	24,420	9,767	(14,653)	48,950	20%	
Solid Waste Fund	\$ 804,275	\$ 860,683	\$ 842,231	\$ (3,799)	\$ 1,649,568	51%	
Fleet Management - 61							
Fleet Management	981,463	1,221,270	902,785	(318,485)	899,449	100%	
Fleet Management Fund	\$ 981,463	\$ 1,221,270	\$ 902,785	\$ (318,485)	\$ 899,449	100%	
Risk Management - 63							
ISF - Risk Management	190,045	229,234	190,307	(38,928)	306,435	62%	
Risk Management Fund	\$ 190,045	\$ 229,234	\$ 190,307	\$ (38,928)	\$ 306,435	62%	
Perpetual Cemetery - 70							
Perpetual Cemetery Fund	-	-	-	-	-		
Cemetery Fund	\$ -	\$ -	\$ -	\$ -	\$ -		