

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
May 11, 2021 – POLICY SESSION

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

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

7:00 P.M. POLICY SESSION

CALL TO ORDER:

Mayor Shepherd

OPENING CEREMONY:

Councilmember Thompson

APPROVAL OF MINUTES:

April 13, 2021 – Policy Session

PRESENTATION:

1. **PRESENTATION TO SCOTLYN LEBARON FOR RECOGNITION OF RECEIVING THE CITY'S 2021 SCHOLARSHIP AWARD**

PUBLIC HEARING:

2. **PUBLIC HEARING TO REVIEW AND ADOPT THE 2021/2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN**

BACKGROUND: The One-Year Action Plan is necessary for Clearfield City to qualify for Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD). The plan covers the program year July 1, 2021 to June 30, 2022. A 30-day comment period commenced April 11, 2021 and residents were given the opportunity to review and comment, though no written comments have yet been received.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

3. **OPEN COMMENT PERIOD**

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

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

4. CONSIDER APPROVAL OF THE 2021/2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

RECOMMENDATION: Approve the 2021/2022 Community Development Block Grant (CDBG) One-Year Action Plan and authorize the Mayor's signature to any necessary documents.

5. CONSIDER FOR ADOPTION RESOLUTION 2021R-08 OF THE CITY COUNCIL OF CLEARFIELD CITY, UTAH AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$19,500,000 AGGREGATE PRINCIPAL AMOUNT OF SALES TAX REVENUE BONDS, SERIES 2021; AND RELATED MATTERS

BACKGROUND: The City desires to start the process to issue "Series 2021" sales tax revenue bonds for infrastructure and beautification purposes. Resolution 2021R-08 would authorize designated officers to proceed with the bond issuance process under certain parameters. The bonds would be tax-exempt.

RECOMMENDATION: Approve Resolution 2021R-08 of the City Council of Clearfield City, Utah authorizing the issuance and sale of not more than \$19,500,000 aggregate principal amount of Sales Tax Revenue Bonds, Series 2021; and related matters; and authorize the Mayor's signature to any necessary documents.

6. CONSIDER APPROVAL OF RESOLUTION 2021R-09 OF THE CITY COUNCIL OF CLEARFIELD, UTAH DECLARING ITS INTENTION TO ISSUE ITS REVENUE BONDS TO BE USED TO FINANCE ISSUER UTILITY INFRASTRUCTURE IMPROVEMENTS AND ALL RELATED IMPROVEMENTS, IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$10,000,000; AND RELATED MATTERS

BACKGROUND: The City desires to declare its intention to bond for utility capital projects. Resolution 2021R-09 would allow the City to reimburse itself with tax exempt bond money. The Resolution does not commit the City to sell bonds, but it provides the City with a tax advantage if it elects later to do so.

RECOMMENDATION: Approve Resolution 2021R-09 of the City Council of Clearfield, Utah declaring its intention to issue its revenue bonds to be used to finance issuer utility infrastructure improvements and all related improvements, in the principal amount of not to exceed \$10,000,000; and related matters; and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF THE FINAL SUBDIVISION PLAT FOR WEAVER MEADOWS LOCATED AT APPROXIMATELY 50 WEST 200 SOUTH (TIN'S: 12-020-0062)

BACKGROUND: The applicant is requesting to subdivide the property for a 9-lot single-family subdivision. The Weaver Meadows Subdivision is located at approximately 50 West 200 South. The Planning Commission reviewed the plat at its meeting on April 7, 2021 and recommends approval based on six conditions.

RECOMMENDATION: Approve the Final Subdivision Plat for Weaver Meadows located at approximately 50 West 200 South with the six conditions recommended by the Planning Commission and authorize the Mayor's signature to any necessary documents.

8. CONSIDER THE AWARD OF BID FOR THE PARK OUTDOOR COURT RESURFACING PROJECT

BACKGROUND: The City's capital budget for FY21 has monies budgeted to resurface the tennis and basketball courts at Kiwanis Park and basketball courts at Fisher Park. Staff solicited bids for costs to resurface all outdoor courts and one bid was submitted by Parkin Tennis Courts. The Council discussed the project during its work session on May 4, 2021. Mayor Shepherd and the City Council felt it was in the best interest of the City to resurface all of the basketball and tennis courts in the parks system. Budgeted funds as well as PARAT Tax funding will be used to complete the resurfacing project.

RECOMMENDATION: Approve the award of bid for the Park Outdoor Court Resurfacing Project to C&C Contractor's Inc. dba Parkin Tennis Courts for the amount of \$76,500 with a contingency of \$3,500 for a total project cost of \$80,000; and authorize the Mayor's signature to any necessary documents.

9. CONSIDER THE AWARD OF BID FOR THE CLEARFIELD CITY COMMUNITY ARTS CENTER REMODEL PROJECT

BACKGROUND: The Arts Center Remodel has been a phased project over the last eight years. Staff solicited bids to remodel the first and second floors and replace the roof. The City received four bids and the lowest responsible bid was from Cinnamon Creek Construction for \$512,108. The Council discussed the project during work session on May 4, 2021 and plan to use budgeted funds as well as PARAT Tax funding to help finance the project.

RECOMMENDATION: Approve the award of bid for the Clearfield City Community Arts Center Remodel Project to Cinnamon Creek Construction for the amount of \$512,108 with a contingency of \$81,522 for a total project cost of \$593,630; and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF RESOLUTION 2021R-10 AUTHORIZING THE 2021 POLLING LOCATION AND VOTE CENTERS FOR THE UPCOMING MUNICIPAL ELECTIONS

BACKGROUND: This year Clearfield City is holding its Municipal Elections primarily by mail; however, polling locations and vote centers will be available. The City contracts with Davis County to assist with election services. Utah Code Annotated § 20A-5-303 requires the County to designate any changes to the designated polling location and vote centers since last year's election at least 90 days prior to an election. The County has asked the cities to designate the polling location and vote centers no later than May 12, 2021 since there may be a need to hold primary elections in August.

RECOMMENDATION: Approve Resolution 2021R-10 authorizing the 2021 polling location and vote centers for the upcoming Municipal Election and authorize the Mayor's signature to any necessary documents.

11. CONSIDER ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2022 AND SET A PUBLIC HEARING FOR AUGUST 10, 2021 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 its certified tax rate so the truth-in-taxation process is required.

RECOMMENDATION: Adopt the tentative budget for fiscal year 2022 and set a public hearing on the budget for August 10, 2021 at 7:00 p.m.

COMMUNICATION ITEMS:

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

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

COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AGENDA

1. CONSIDER APPROVAL OF MINUTES FROM THE JANUARY 12, 2021 POLICY SESSION AND APRIL 13, 2021 WORK SESSION

SCHEDULED ITEM:

2. CONSIDER ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2022 AND SET A PUBLIC HEARING FOR JUNE 8, 2021 TO RECEIVE PUBLIC INPUT ON THE BUDGET

BACKGROUND: Staff has prepared a tentative budget for the CDRA for fiscal year 2022. The tentative budget as presented to the Board for adoption is a balanced budget.

RECOMMENDATION: Adopt the CDRA tentative budget for fiscal year 2022 and set a public hearing on the budget for June 8, 2021 at 7:00 p.m.

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

Dated this 6th day of May, 2021.

/s/Nancy R. Dean, City Recorder

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

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
April 13, 2021

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Vern Phipps	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
	Adam Favero	Public Works Director
	Braden Felix	City Engineer/Deputy PW Director
	Kenny England	Utility Superintendent
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Wendy Page	Deputy Recorder
EXCUSED:	Nancy Dean	City Recorder

VISITORS: William Kelley, Sean Cosper – Ute Conference Football, Jeff Gorringer – Ute Conference Football, Tony Belford, Dara Walker, Dan Bridenstine – US Development, John Lindon – Holiday Oil, Brent Neil – Holiday Oil, Kathryn Murray, Kasi Starkey, Luke Eyre, Don Hutchings, Sherryl Hutchings, Jenna Nelson, Pyian, Matt Bridenstine – US Development, Bryce Davies, Laurie Davies, Mike Staten, Craig Widmier, Chris Tremea, Tora Guzman, Lance Winters, Anita Solis, Roger Nessen, Lori Nessen, Ross

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

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

Councilmember Roper led the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE MARCH 23, 2021 POLICY SESSION AND
MARCH 24, 2021 WORK SESSION

Councilmember Phipps moved to approve the minutes from the March 23, 2021 policy session and the March 24, 2021 work session; as written, 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 THE DONATION OF THE
CITY'S USED FOOTBALL EQUIPMENT TO THE UTE FOOTBALL CONFERENCE

Eric Howes, Community Services Director, stated the City had been working for quite some time with the parents and coaches to transition the City's youth tackle football program to the Ute Conference. He noted the City had surplus used football equipment which had been valued at approximately half its original purchase price. He acknowledged a list of equipment had been included in the staff report which totaled about \$36,000. He mentioned staff recommended the used equipment be donated to the Ute Football Conference.

Mr. Howes explained a rental agreement had been established between the City and the organization so the equipment was currently in their possession for assessment. He stated the organization needed to check the condition of the equipment so it could order any new or additional equipment before the next season. He added there were representatives from the Ute Conference as well as parents in attendance desiring to make comments during the meeting.

Mayor Shepherd opened the public hearing at 7:06 p.m.

Mayor Shepherd asked for public comments.

PUBLIC COMMENT

In Favor

Jeff Gorringer, Ute Conference, stated the Ute Conference was excited to have Clearfield added to its program. He noted the Ute Conference was the largest independent organization in the country. He expressed gratitude to the City for considering a donation of equipment. He indicated it would help the participants from Clearfield have much of the needed gear and any other equipment would be supplied by the organization so the kids were safely equipped to play. He anticipated a good relationship moving forward and acknowledged the winners would be the kids.

Chris Tremea, Ute Conference Clearfield Youth Football President, stated he was contacted by former Mayor Don Wood requesting his help with organizing a football program for the youth of Clearfield. He read a letter received from Don Wood which acknowledged the positive contributions of a football program within the community of Clearfield. Mr. Tremea noted many parents, coaches, and sponsors had worked to put together a great program with the Ute

Conference so the community and City leaders could continue to come and participate with them. He asked that the Council continue to support the program into the future years by allowing the program participants to use the grass on City fields for practices. He indicated allowing City fields to be used for football practices was a way the City could continue to support the program into the future. He thanked the Council for its support.

Opposed

There were none.

Councilmember Roper moved to close the public hearing at 7:13 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

William Kelly, resident, explained at the end of March he had received a letter from the City's Code Enforcement division which documented a violation. He reviewed the incident which involved having a construction vehicle parked on the side of his home temporarily on an unapproved parking surface. He noted other code enforcement issues where warnings were provided to neighbors. He mentioned after receiving the initial letter from the City he was willing to take care of the problem because it was a non-issue. He continued later another letter from the City was received which indicated his compliance but at the bottom of the letter there was highlighted language which explained he would be on probation for a year and if a similar violation were to occur during that time period there would be fines and interest assessed.

Mr. Kelly stated there was more construction that needed to be done at his home. He expressed his concern that having a construction truck parked on the side of his house while unloading the needed supplies could result in a violation of probation and additional fines or penalties. He expressed his opinion that if the City continued to issue code warnings and violations it would not encourage residents to make the needed improvements. Mr. Kelly asked Mayor Shepherd and Council for suggestions on what he could do to get the needed gravel to his backyard area that would not result in a violation of his probationary period. He questioned if the two letters from Code Enforcement could be removed from his file because he did not feel they were justified. He requested the Code be reviewed and adjustments made where needed.

Mayor Shepherd responded Spencer Brimley, Community Development Director, would take a look at the issues mentioned. He noted the Council was about to begin a review of the Code Enforcement process.

APPROVAL OF RESOLUTION 2021R-06 AUTHORIZING THE DONATION OF SURPLUS CITY-OWNED USED FOOTBALL EQUIPMENT

Councilmember Phipps expressed appreciation for the comment that the equipment would be used for the City's residents. He recognized the equipment would be donated to the organization; however, felt good there was commentary it would be used locally.

Mayor Shepherd voiced being thankful the City could help and wanted the program to be successful.

Councilmember Thompson addressed the comment made about future use of the City's fields. He wondered if that could be addressed through an amendment to the resolution. Mayor Shepherd indicated field use would need to be addressed separately on a future agenda as a discussion item.

Councilmember Roper moved to approve Resolution 2021R-06 authorizing the donation of surplus City-owned used football equipment; 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 A PROCLAMATION DECLARING APRIL 2021 AS "SEXUAL ASSAULT AWARENESS MONTH" IN CLEARFIELD CITY

Mayor Shepherd invited Jenna Nelson to come and share her experiences. He noted she had completed a public comment form and he had reserved her comments for this item. He noted she worked on a bill to make changes to legislation last year.

Jenna Nelson, resident, reviewed her personal experience with being a victim of sexual assault and the difficulty she faced when reporting it years later. She reviewed her efforts in working with Legislator Steve Handy to adjust the statute of limitations so teenage victims could have until the age of 28 to report those types of crimes. She acknowledged there were many forms of sexual assault and often reporting did not happen right away. She noted victims needed to feel safe so more education and resources were helpful. Ms. Nelson thanked Clearfield City for taking a stand and bringing awareness to the problem. She concluded awareness was a necessary step in helping victims to become survivors.

Mayor Shepherd expressed appreciation for her voice. He read the proclamation. He requested the Council declare April 2021 as Sexual Assault Awareness Month.

Councilmember Thompson stated the issue was important to him. He indicated too many women had to advocate for themselves and it was important to do more to help in advocating and supporting such efforts. He expressed his personal support.

Councilmember Thompson moved to approve the Proclamation officially declaring April 2021 as "Sexual Assault Awareness Month" in the City of Clearfield 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 2021R-07 AUTHORIZING AN AMENDMENT TO THE INTERLOCAL AGREEMENT WITH SYRACUSE CITY FOR THE 500 WEST ROADWAY EXPANSION PROJECT

Braden Felix, City Engineer/Deputy Public Works Director, stated Clearfield City and Syracuse City entered into an Interlocal Agreement in 2019 to work together for the construction and expansion of the 500 West roadway. He reviewed the project which included construction of 500 West Street from 2010 South to Antelope Drive and from Antelope Drive to C Street in the Freeport Center. He indicated the design was nearing completion and the project would be bid for construction soon.

Mr. Felix explained the City received additional funding from Davis County's Third Quarter Tax Grant and Wasatch Front Regional Council to assist with the costs that had been more than originally anticipated. He noted the additional grant funding would require a match of funding; therefore, Clearfield and Syracuse would need to amend the original interlocal agreement to adjust the match required by each city. He acknowledged the funding match amount would be about \$237,000.

Councilmember Bush moved to approve Resolution 2021R-07 authorizing an amendment to the Interlocal Agreement with Syracuse City for the 500 West Roadway Expansion Project; and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Phipps. 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 2021-07 REZONING PROPERTY LOCATED AT APPROXIMATELY 1598 SOUTH 1000 EAST (TINS: 12-066-0096, 12-066-0097, AND 12-066-0098) FROM A-1 (AGRICULTURAL) TO C-2 (COMMERCIAL) FOR 1.899 ACRES AND FROM A-1 (AGRICULTURAL) TO R-3 (MULTI-FAMILY RESIDENTIAL) FOR 5.739 ACRES

Mayor Shepherd stated a public hearing was held on March 23, 2021 to receive public comment on the rezone request for the property located at 1598 South 1000 East from A-1 (Agricultural) to C-2 (Commercial) for 1.899 acres and from A-1 (Agricultural) to R-3 (Multi-family Residential) for 5.739 acres. He acknowledged a motion to approve the request failed; but, the Council then approved tabling consideration to allow the public to be in attendance when final action on the rezone request was taken.

Spencer Brimley, Community Development Director, noted during the meeting on March 23, 2021, there were certain items of concern that staff and the developer were asked to address relative to infrastructure. He noted Councilmember Peterson had expressed concerns about

whether the City's current infrastructure would be able to support the proposed development. He stated staff met together along with the Public Works division to discuss impacts, needs, and future growth. He mentioned it was determined by the Public Works staff after a review of the data provided by the developer that there would be sufficient capacity to support the size, type, and unit count of the proposed development.

Mr. Brimley stated in discussions with the developer, staff had received additional information that could be presented. He noted the developer was in attendance and desired to speak with the Council. He pointed out that the recommendation from the Planning Commission was for a denial. He acknowledged the general plan amendment was approved by the Council on March 23, 2021, which would allow for residential uses on the properties; however, the rezone request had not been addressed with any final action.

Mr. Brimley reviewed a few newer concept renderings of the proposed development with more details including landscaping, the proposed park, and live/work units. He noted there was an increase to the four live/work units originally requested to help improve the façade along 1000 East.

Councilmember Bush asked if staff had any contact with Councilmember Peterson to go over the new information presented. Mr. Brimley responded there had been no additional contact outside of the public meetings held on this item with Councilmember Peterson.

Mayor Shepherd invited the developer to speak.

Matthew Bridenstine, US Development, acknowledged the many stakeholders that were present to help address any questions or concerns if needed. He noted there were some concerns with utilities addressed during the meeting on March 23, 2021. He indicated some rough estimates were completed by the developer to determine the future utility needs of the site and there was not anticipated to be a problem. He stated a water flow test was also completed. Mr. Bridenstine appreciated the feedback on the live/work units; therefore, improved renderings were completed to show the signage and variety of usage there, along with two additional executive units that provided a high-end user look and feel. He spoke about the development team meeting with the proposed commercial user to learn that it future proofed all the sites before going in, so if charging stations or other needs were requested those could be accomplished. He stated if there were any questions for the developer any member of the development team would be happy to field them.

Mayor Shepherd commented it was unusual for so many representatives from a development team to be present for a rezone request. He expressed his opinion it was a very good looking project that fit well in the area.

Councilmember Phipps reiterated his position in voting against the General Plan amendment was not because the proposal presented was not a good development; but he felt it was premature for the City to give up on commercial development in that area. He noted there were so many things happening in the area and so there was no rush on the City's part to take such actions. He recognized the amenity of the proposed park and did not view it as an amenity of the Rail Trail

but more for the residents that would live there. He stated he was a proponent of open space for developments and felt the park as a component would make it a viable place. He expressed a regret that other developments under construction did not have similar open spaces for their residents. He acknowledged his opposition was not with the project itself but with whether it was time to concede to residential development of the site rather than commercial.

Councilmember Roper wondered if the rezone needed to be contingent upon a development agreement. Mayor Shepherd responded yes.

Mr. Bridenstine said the developer had initiated a draft development agreement which would be fine-tuned after the rezone process.

Councilmember Roper moved to approve Ordinance 2021-07 rezoning the property located at approximately 1598 South 1000 East (TINs: 12-066-0096, 12-066-0097, and 12-066-0098) from A-1 (Agricultural) to C-2 (Commercial) for 1.899 acres and from A-1 (Agricultural) to R-3 (Multi-family Residential) for 5.739 acres contingent on a development agreement and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush. Councilmember Bush stated it was unique piece of property. He acknowledged there had been prior discussions about the City's desire to keep multi-family housing along main corridors. He noted the Council had denied several other multi-family housing projects in other areas of the City. He stated one of the aspects he looked at when considering a project was the surrounding uses and how it would blend with them. He pointed out the proposed project was adjacent to other multi-family uses so it would not be jarring or interrupt single-family housing. He indicated another factor which made a project more enticing was commercial components or amenities. He expressed his opinion the proposed project had a good commercial component on the corner and the live/work units along the frontage plus a nice amenity of the park space. He indicated it was different than the other projects that had been denied in the past.

Councilmember Bush agreed with Councilmember Phipps it was not a good idea to give up on commercial properties; however, because of the uniqueness of the parcel he did not think commercial would ever fully develop in the rear areas. He expressed his opinion allowing for some residential to obtain commercial space along the frontage would be an acceptable option.

Councilmember Phipps stated he agreed with Councilmember Bush that if the parcel was developed as residential then the proposed project was a good use of it.

The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Roper, and Thompson. Voting NO – Councilmember Phipps. Councilmember Peterson was not present for the vote.

COMMUNICATION ITEMS

Mayor Shepherd

1. Participated in all-day tour at Hill Air Force Base. He explained the big focus was on the needs of the Base and it allowed community leaders to see and have a better understanding of them for better advocacy. He reviewed some of the needs of the aging buildings and space available, challenges with

housing and affordability for military personnel, and the longevity of the missile program. He noted there would be another tour opportunity in May so if there were members of the Council that were interested in attending, they should let him know.

2. Attended the ribbon cutting ceremony on April 12, 2021 for the Clearfield High School (CHS) Teen Center. He thanked the Council for support of the project. He shared a story that demonstrated the needs in Clearfield. He explained there were many at CHS that were homeless, and it was good to have the center established so quickly. He noted it could not have happened without the City's financial contribution.

Councilmember Bush

1. Attended the ribbon cutting ceremony on April 12, 2021 for the CHS Teen Center.

2. Reported on the progress of the North Davis Sewer Board towards awarding a contract for the project to add a new outfall that would discharge directly into Gilbert Bay rather than Farmington Bay. He noted the project would cost about \$30 million and was scheduled to begin in June of 2021 and completed by the end of 2023.

Councilmember Phipps

1. Updated the Council regarding Wasatch Integrated. He reported the mattress shredding and processing would likely restart in the fall and great things were happening with household recycling.

2. Attended the ribbon cutting at CHS. He noted the center would bring attention to a situation that many might not be aware existed in the City. He acknowledged there was a great need and several attendees stopped him at the event to express thanks to the City. He expressed pride in the ability of the City to assist in making it happen. He felt it was a good thing for Clearfield to have had vision to see a need and work towards taking care of it.

3. Commented on the status of the HAFB facilities and the continued need for defense.

Councilmember Roper

1. Discussed with representatives of the Davis Behavioral Health, Communities that Care, during the ribbon cutting ceremony at CHS about an opportunity for the Youth Commission to get involved with surrounding communities and hold a drive that could support the needs of teens in the community.

2. Thanked the City for its support of the CHS teen center and youth of the community.

3. Planned to attend the first meeting of the State's Private Activity Board Committee on April 14, 2021.

4. Reported the North Davis Fire District was working on its budget and planned to tackle some big issues and make improvements for the community in the long run.

Councilmember Thompson

1. Reported Juneteenth planning was underway with an emphasis on statewide reach.

2. Attended the first day of the Unlawful Force Symposium sponsored by the Utah State Bar that would continue through April 15, 2021.

3. Announced the Mosquito Abatement District – Davis was gearing up for the new season. He indicated hiring of sprayers was underway. He acknowledged the current weather flux was a good time for mosquito breeding so if there were concerns about mosquitos or abatement was needed to contact him.

STAFF REPORTS

Summer Palmer, Assistant City Manager

1. Requested the Council respond to the Doodle poll that was sent out by JJ Allen, City Manager, seeking available dates to hold the mid-year retreat meeting.

2. Reminded the Council about the Utah League of Cities and Towns (ULCT) meetings April 21 through April 23, 2021 in St. George.

3. Announced she and Mr. Allen would be out of the office attending the Utah City Managers Association Conference in St. George on April 19 through April 21, 2021.
4. Attended the ribbon cutting ceremony on April 12, 2021 for the Clearfield High School Teen Center. She stated staff was proud of the City and its support of the center. She expressed appreciation that the City found a way to contribute that filled a need for teens in the community. She thanked the elected officials for serving and supporting a donation towards the center.

Wendy Page, Deputy Recorder –reviewed the Council’s schedule:

- No meeting on April 20, 2021
- Work and policy session on April 27, 2021
- Work session on May 4, 2021
- Work and policy session on May 11, 2021

Councilmember Roper moved to adjourn the policy session and reconvene in work session at 8:13 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.



STAFF REPORT

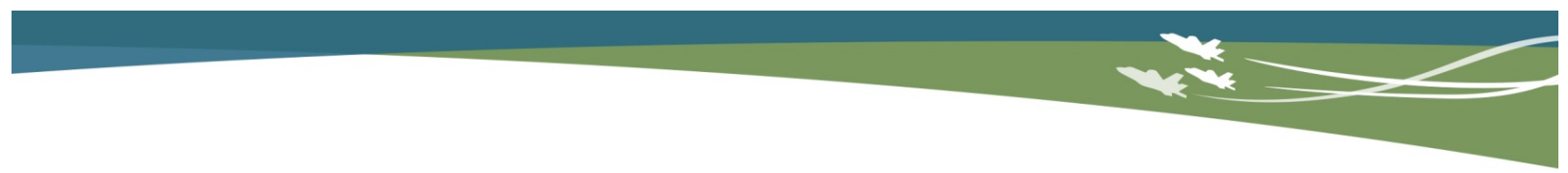
TO: Mayor Shepherd and City Council Members
FROM: Brad McIlrath, Senior Planner/CDBG Coordinator
MEETING DATE: Tuesday, May 11, 2021
SUBJECT: Review for Adoption the Draft 2021-2022 CDBG One-Year Action Plan

DESCRIPTION / BACKGROUND

Attached is a copy of the draft 2021-2022 Community Development Block Grant (CDBG) One Year Action Plan for review and discussion by the City Council. As required, the mandatory 30-day comment period was noticed and begins on April 11, 2021. The City Council will hold a public hearing to receive public comments and close the public comment period on May 11, 2021 and review the final plan. Citizens will be given the opportunity to review the One Year Action Plan at the Customer Service Center from April 11, 2021 until the May 11, 2021 public hearing. The final copy of the plan will be presented to the City Council on May 11, 2021 as part of the public hearing. It is important to note that the appendices will not be attached as those minutes and certifications must be completed following the adoption of the plan by the City Council.

Applications for funding were received and reviewed by the CDBG Funding Committee on February 22, 2021. The committee included Mayor Shepherd and the following City staff: JJ Allen (City Manager), Summer Palmer (Assistant City Manager), Spencer Brimley (Community Development Director), Brad McIlrath (Senior Planner), Brie Brass (Assistant City Attorney) and Melissa Kometschker (Housing Advocate). With the funding grant amount of \$206,947, and \$120,467.36 of funds to be reprogramed; a total of \$327,414.36 is available for allocations during the upcoming program year. The committee recommends the following allocations:

- **Open Doors - \$14,042** Circles Program for low-income families to obtain job skills.
- **Davis Community Learning Center - \$12,000** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS work directly with school principals and families in need or crisis to address needs and provide assistance.
- **Safe Harbor - \$5,000** Case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies.
- **Open Doors - \$10,000** These funds are to support upgrades to the Family Support Program playground. Funds are also being provided by Davis County and Layton City for the upgrades.
- **Housing Rehabilitation - \$122,492** Funds will be used towards a housing rehabilitation program for Clearfield residents.

- 
- **Down Payment Assistance - \$122,491.36** – Funds will be used towards the down payment assistance program for Clearfield residents.
 - **Administration - \$41,389** Administrative expenses for staffing, noticing, and advertising of programs.

Modifications to these proposed allocations can be recommended by the City Council.

IMPACT

- FISCAL** – The proposed allocations are based on funding granted by the United States Department of Housing and Urban Development and previously allocated funds that need to be reprogrammed. No local funds are required to provide the assistance.
- OPERATIONS / SERVICE DELIVERY**- No Impact.

ALTERNATIVES

No alternatives are being presented at this time.

SCHEDULE / TIME CONSTRAINTS

A notice was posted on March 28, 2021 that the required 30-day comment would begin on April 11, 2021 and conclude with the public hearing to be held on May 11, 2021.

PUBLIC COMMENT

The 30-day public comment period was opened on April 11, 2021 and concludes on May 11, 2021. As of the date of this report, no public comments have been received regarding this action plan.

LIST OF ATTACHMENTS

- 2021-2022 CDBG One Year Action Plan
- Davis County Point-in-Time Count Information
- Public Hearing Notice

CDBG ONE YEAR ACTION PLAN



2021-2022

2021-2022
ANNUAL ACTION PLAN

COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) PROGRAM



Contents

Executive Summary.....	1
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)	1
PR-05 Lead & Responsible Agencies 24 CFR 91.200(b).....	4
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)	5
AP-12 Participation – 91.105, 91.200(c)	14
Expected Resources	19
AP-15 Expected Resources – 91.220(c)(1,2)	19
Annual Goals and Objectives	21
AP-20 Annual Goals and Objectives -91.420, 91.220(c)(3) & (e)	21
Projects	26
AP-35 Projects – 91.220(d)	26
AP-38 Project Summary	27
AP-50 Geographic Distribution – 91.220(f).....	33
Affordable Housing	34
AP-55 Affordable Housing – 91.220(g)	34
AP-60 Public Housing – 91.220(h).....	35
AP-65 Homeless and Other Special Needs Activities – 91.220(i).....	36
AP-75 Barriers to affordable housing – 91.220(j)	38
AP-85 Other Actions – 91.220(k)	40
Program Specific Requirements	44
AP-90 Program Specific Requirements – 91.220(l)(1,2,4)	44
Appendix	
SF-424 Application for Federal Assistance	
Non-State Grantee Certifications	
Public Notices, Hearings and Advertisements & Minutes	

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Clearfield City will receive **\$206,947** in Community Development Block Grant (CDBG) funds for the **July 1, 2021 to June 30, 2022** funding cycle and program year. This is based on a letter from the Department of Housing and Urban Development indicating the available funds for the 2021-2022 program year. In addition to the annual allocation, **\$120,467.36** of unused funds from prior program years will be reallocated for use during this program year. The total amount of funding that will be used during this program year is **\$327,414.36**. No other federal, state or county funds are anticipated. Over the next year CDBG funds will be utilized as follows:

- **Open Doors - \$14,042** Circles Program for low-income families to obtain job skills.
- **Davis Community Learning Center - \$12,000** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS work directly with school principals and families in need or crisis to address needs and provide assistance.
- **Safe Harbor - \$5,000** Case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies.
- **Open Doors - \$10,000** These funds are to support upgrades to the Family Support Program playground. Funds are also being provided by Davis County and Layton City for the upgrades.
- **Housing Rehabilitation - \$122,492** Funds will be used towards a housing rehabilitation program for Clearfield residents.
- **Down Payment Assistance - \$122,491.36** – Funds will be used towards the down payment assistance program for Clearfield residents.
- **Administration - \$41,389** Administrative expenses for staffing, noticing, and advertising of programs.

2. Summarize the objectives and outcomes identified in the Plan

The Strategic Plan outlines the following priority needs. These needs are based on the information from the needs assessment and market analysis that was conducted in 2020.

Consolidated Plan Priority Needs:

- Provide Decent Housing
- Create a Suitable Living Environment
- Expand Opportunities for Low and Moderate Income (LMI) Persons

3. Evaluation of past performance

Each year, Clearfield City reports its progress in meeting the five-year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The most recent CAPER was for the 2019-2020 program year which was part of the 2015 Consolidated Plan. The CAPER is submitted to HUD within 90 days after the start of each new program year. At that time, HUD reviews the CAPER report and feedback is provided. The most recent feedback provided as the 2019 Annual Community Assessment indicated "the activities undertaken" by Clearfield City "are consistent with your HUD-approved Consolidated Plan, and the City continues to make progress in meeting its housing and community development goals."

4. Summary of Citizen Participation Process and consultation process

Clearfield City has adopted a Citizen Participation Plan that is implemented in conjunction with the One Year Action Plan. The Citizen Participation Plan is designed to provide for public input into the allotment of CDBG funds granted to Clearfield City. Notice of the public hearing is published in the Ogden Standard-Examiner, which is the local newspaper. Anyone can freely attend the public hearing and give comment on the One Year Action Plan. The City Council reviewed a draft of the One Year Action Plan on April 13, 2021. The required 30 public comment period was held from April 11, 2021 until the public hearing with the City Council on May 11, 2021. The City Council reviewed the final draft of the One Year Action Plan for approval and adoption on May 11, 2021.

The notice of the public hearing was published in the newspaper at least 14 days before the hearing. In addition to the publication, public notices are posted at the Clearfield Post Office, Davis North Library Branch, Freeport Center Post Office, Clearfield City Hall, and on the City's website. Prior to adoption of the One Year Action Plan, the City informed the public of the anticipated amount of federal funds expected from HUD, and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income. This information is always available in the Community Development Department of City Hall.

Residents of public and assisted housing developments, predominantly moderate or low income neighborhoods, minorities, non-English speaking persons, and persons with disabilities are especially encouraged to participate in the One Year Action Plan.

5. Summary of public comments

The public comments received through the Community Needs Assessment Survey, which was conducted in 2020, can be found in the Citizen Participation section this plan. Public comments received for this One Year Action Plan are as follows:

30-day comment period from April 11, 2021 to May 11, 2021:

- None

Public hearing held on May 11, 2021:

- None

6. Summary of comments or views not accepted and the reasons for not accepting them

Comments received are listed above.

7. Summary

This most recent Consolidated Plan used broad participation and outreach efforts in order to identify the City's future housing, community, and economic development needs. All of the comments from the Community Needs Assessment Survey, which was conducted in 2020, were reviewed and categorized into common or recurring themes in order to help establish funding priorities and goals.

This Plan also outlines a strategy for implementing the goals and objectives identified in the Plan. The City will utilize CDBG funds to leverage other public and private investments to implement priority goals.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CLEARFIELD	Community Development/Legal Dept.

Table 1 – Responsible Agencies

Narrative (optional)

Clearfield City’s Community Development Department is the lead agency for preparing and administering the Consolidated Plan, One Year Action Plans, and Consolidated Annual Performance Evaluation Reports (CAPER). Beginning the 2021-2022 Program Year, the Clearfield City Legal Department will be the lead agency for administration of the Clearfield City Community Development Block Grant program.

Consolidated Plan Public Contact Information

CURRENT CONTACT

Clearfield City Corporation
Community Development
55 South State Street
Clearfield, Utah 84015
Telephone: (801)525-2784
Email: brad.mcilrath@clearfieldcity.org

FUTURE CONTACT

Clearfield City Corporation
Legal Department
55 South State Street
Clearfield, UT 84015
Telephone: (801)525-2777
Email: melissa.kometscher@clearfieldcity.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City encourages a high level of agency consultation in an effort to best identify and address priority needs. This process ensures the participation of nonprofit organizations and private citizens along with public agencies in a collaborative effort. The City, in consultation with local partners, prioritized the community's needs.

The City of Clearfield conducted outreach and consultation efforts with citizens, local municipal officials, non-profit agencies, public housing agencies, governmental agencies, private organizations, and the Continuum of Care in preparing this Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

In order to enhance coordination efforts between the City and the public housing providers, private industry, governmental health, mental health, and other service agencies, the City sought their feedback and suggestions. The City incorporated these suggestions into the Annual Action Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Clearfield City is part of the Balance of State Continuum of Care. The City is supportive of existing and future efforts and activities that are accomplished through the following service providers that address the needs of homeless persons: Balance of State Continuum of Care, Family Connection Center, and the Davis Community Housing Authority. One such effort is the Regional Coordinated Assessment Plan. The plan allows for a coordinated effort among providers in order to prioritize the needs of their clients across organizational boundaries. Each provider uses the same assessment tool when individuals and families are in need of services. All persons are assessed by acuity. Those persons with the highest need, or that have the most vulnerability, are prioritized. Those with the highest priority of need are given the first opportunity to receive housing with supportive services. The providers in Davis County that currently participate include: Family Connection Center, Safe Harbor, Davis Behavioral Health, and the Davis Community Housing Authority.

Clearfield City does not operate any homeless facilities or provide homeless services directly. However, in addition to the efforts above, the City supports the programs and

facilities offered by other local and state agencies through sales tax re-distribution. The City levies 1% sales and use tax on all transactions in the City. The state withholds a small portion of this tax from Clearfield City to be distributed for the benefit of emergency food and shelter programs. Additionally, the City participates in the County's Local Homeless Coordinating Committee (LHCC) meetings. This will help ensure that local and regional goals and objectives are met, efforts are not duplicated, and communication is improved.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Clearfield City does not receive ESG funds.

In Utah, membership of the Balance of State Continuum of Care (of which Davis County is a member) is comprised of Local Homeless Coordinating Councils (LHCC) of which Clearfield City participates. Each region's LHCC is inclusive of stakeholders committed to the goal of ending homelessness. These include prevention, outreach, shelter, housing providers, ESG recipients and funders, faith organizations, government agencies, and law enforcement. Needs, service trends, HMIS and PIT data, HEARTH requirements, and goals are also discussed. CoC priorities and goals are discussed and information is provided to CoC leadership to incorporate into CoC wide plans. CoC staff provide training and support to the LHCCs to ensure that the makeup of the Council is reflective of the local community.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Refer to table 2 below.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	DAVIS COUNTY HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Davis County Housing Authority (DCHA), is a Public Housing Authority (PHA), that has served the Davis County community since 1972. DCHA administers a wide variety of programs in a continuing effort to meet our local need for affordable housing. They own and manage several apartment complexes and single-family dwellings throughout the county, as well as administer federal housing programs for the Department of Housing and Urban Development (HUD), including the Public Housing program and Section 8 Housing Choice Vouchers. DCHA coordinates with community partners in actively seeking solutions to address the needs of individuals and families experiencing homelessness in our community. City representatives communicate regularly regarding the City's CDBG program. DCHA is a subrecipient of the Housing Rehabilitation Program and the Downpayment Assistance Program.
2	Agency/Group/Organization	Balance of State Continuum of Care
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence Services-homeless Other government - State Continuum of Care

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth HOPWA Strategy Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City representatives met with agency representatives to discuss the Market Analysis and Needs Assessment portions of the Consolidated Plan. The City works continues to work closely with the Davis County Local Homeless Coordinating Committee.
3	Agency/Group/Organization	Davis County Health Department
	Agency/Group/Organization Type	Services-Health Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Davis County Health Department provided key information for the Market Analysis, insight into the needs of low- and moderate-income residents, and data on the County's Health Plan.
4	Agency/Group/Organization	Davis County Chamber of Commerce
	Agency/Group/Organization Type	Planning organization Business Leaders Civic Leaders Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Davis County Chamber of Commerce provided information on the economic development initiatives within the county, the needs of business owners, and the forecast for future development within the region.

5	Agency/Group/Organization	Hill Airforce Base
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-Health Services-Education Services-Employment Services - Victims Other government - Federal Major Employer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Hill Air Force Based provided information on the housing resources that are available on-base and the challenges that airmen face when they look to find housing in the community. Additionally, Hill Air Force Base provided information on their mental health, domestic violence, health clinics, and general information on resources available on the base.
6	Agency/Group/Organization	CLEARFIELD
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Service-Fair Housing Services - Victims Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local Planning organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Discussed with the City of Clearfield's Victims' Services team the available resources and support that is available through the City, police, and local non-profits for families experiencing domestic violence. City of Clearfield provided information on the need for broadband buildout in the community and the planned buildout of Utopia Fiber. They City also provided documents on the planning for natural disasters and flood prone areas.
7	Agency/Group/Organization	Archway Youth Services
	Agency/Group/Organization Type	Services-Children Child Welfare Agency Publicly Funded Institution/System of Care Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Discussed with Archway Youth Services the resources that are available to families and children who are in crisis. Archway Youth Services is a part of Utah Department of Human Services, Juvenile Justice Services. Services provided include: detention, long term secure care, case management, and day skills intervention.

8	Agency/Group/Organization	DAVIS BEHAVIORAL HEALTH
	Agency/Group/Organization Type	Health Agency Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Davis Behavioral Health began in 1972 as a Davis County mental health agency and later incorporated as a 501(c)(3) non-profit. Davis Behavioral Health provides mental and behavioral health assistance to roughly 10,000 deserving individuals who have the courage to seek help.
9	Agency/Group/Organization	FAMILY CONNECTION CENTER
	Agency/Group/Organization Type	Services-Children Services-Health Services-Education Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Family Connection Center provides a (1) crisis respite nursery, (2) parent education, (3) therapy. 24-hour Crisis/Respite Nurseries provide free and confidential emergency care day and night for children 0-11 years of age for parents in distress, giving children a safe haven while parents work to create a more stable, healthy home environment. Family Support Case Management focuses on the prevention of crisis in at-risk families through weekly visits and parent education classes, providing parenting skills, training and literacy enhancement leading to family stability and children's educational success. Therapy services provide free counseling treatment to families dealing with domestic violence, child abuse and other traumas to improve mental health, strengthen relationships, enhance functioning, and prevent re-victimization
10	Agency/Group/Organization	SAFE HARBOR
	Agency/Group/Organization Type	Housing Services - Housing Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Families with children Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Safe Harbor, a non-profit organization, provides shelter, supportive services and advocacy to survivors of domestic violence and sexual assault, as well as education, awareness and resources to our community.

Identify any Agency Types not consulted and provide rationale for not consulting

The City worked to consult with all agencies that are required for the Consolidated Plan process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Utah Balance of State, Continuum of Care	State of Utah Strategic Plan on Homelessness (2019). The goals of the Strategic Plan on Homelessness are (1) To make homelessness rare (2) To make homelessness brief (3) To make homelessness non-recurring (4) Collaboratively. (5) To address homelessness in all of Utah. The City of Clearfield's Consolidated Plan goals align with these goals. They City is working with Safe Harbor Crisis Center to help support domestic violence survivors and to ensure that they have access to permanent housing. The City works collaboratively with the City's in the region and Davis County to help ensure that the economic development, transportation, and other initiatives are done in a concerted way to benefit all residents.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

Citizen participation includes actively encouraging citizens, particularly the low and moderate-income population, to participate in the planning process for the five-year Consolidated Plan, the Annual Action Plan, the submission of Substantial Amendments and the development of the Consolidated Annual Performance Report (CAPER). All notices of public meetings relating to this process are published in the local newspaper prior to the public meeting. The Consolidated Plan and First-Year Action Plan draft was posted on the city's website, made known to grant sub-recipients, made available at the customer service center, and noticed in the local newspaper according to HUD guidelines.

All public meetings are held in a location convenient to residents, particularly those who are potential or actual beneficiaries. Meetings are held at times to provide maximum flexibility for an array of citizen schedules. Attention is given to ensure meeting times increase the probability of maximum citizen participation.

Citizen participation played a vital role in the needs assessment, market analysis, and the construction of the goals and priorities featured in the Consolidated Plan. The City provided two surveys to residents to gather input on the Consolidated Plan process and the updated Assessment of Impediments to Fair and Affordable Housing (AI). The Consolidated Plan survey had 286 responses and the AI survey had 741 responses.

Additionally, the Consolidated Plan and Action Plan can be made available, upon request, in Spanish. All Public Hearings and Comment Periods are advertised in the local newspaper of general circulation. The City held a 30-day comment period from June 7, 2020 - July 14, 2020.

Citizen Participation Outreach

See table 4 below.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	The Consolidated Plan and First-Year Action Plan draft was posted on the city's website, made known to grant sub-recipients, made available at the customer service center, and noticed in the local newspaper according to HUD guidelines. The public comment period ran from June 9, 2020 - July 14, 2020.	No Comments were received.	The City accept and records all comments. No comments were received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Housing Survey	Non-targeted/broad community	The City utilized a housing survey to gather input from residents on the priorities, goals, and activities for the Consolidated Plan. The City received 286 unique responses.	All comments and data from the survey was received and recorded.	All comments and data from the survey was received and recorded.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Housing Survey	Non-targeted/broad community	City utilized a Fair Housing survey to gather input from residents on access to fair and affordable housing. Data was utilized for the City's updated Assessment to Fair and Affordable Housing but also help inform the Consolidated Plan process. The City received 741 unique responses.	All comments and data from the survey was received and recorded.	All comments and data from the survey was received and recorded.	
4	Public Hearing	Non-targeted/broad community	Public hearing was held on July 7, 2020.	No Comments were received.	The City accept and records all comments. No comments were received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing	Non-targeted/broad community	Public hearing was held on July 14, 2020.	No Comments were received.	The City accept and records all comments. No comments were received.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The following anticipated resources from the CDBG program will be available during the 2021-2022

program year.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	206,947	0	120,467.36	327,414.36	671,417	It is difficult to project the amount of future CDBG funding. However, based on past funding appropriations, the City can expect to receive about \$200,000 per year.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Though matching funds are not required in order to receive CDBG dollars the public service projects leverage additional resources. See below for a more detailed description of the funding resources.

Open Doors total project cost for the Circles Program is \$351,405. Open Doors will leverage the \$14,042 Clearfield CDBG dollars with \$22,000 from State programs, \$44,000 from Cities and \$260,000 from private donors. In all, Open Doors leveraged \$326,000 in additional resources.

Open Doors total project cost for the playground improvements is \$52,333. Open Doors will leverage the \$10,000 Clearfield CDBG dollars with \$25,000 from Davis County, \$10,000 from Layton City, \$5,000 from the Department of Workforce Services, TANF grant funding, and \$2,333 from private donors. In all, Open Doors leveraged \$42,333.

Davis Community Learning Center's total project cost is \$24,741.74 and the Clearfield CDBG program will fund \$12,000 of the project. The additional funding will need to be leveraged with other sources or the scope of project will be adjusted to fit in with the funding amount.

Safe Harbor's total project cost is \$43,243. Safe Harbor will leverage the \$5,000 Clearfield CDBG dollars with \$11,567.82 from other federal sources, \$13,809.64 from the State of Utah, \$4,152.20 from other Cities, \$10,642.58 from private donors, and \$10,875.43 will be others. In all Safe Harbor leveraged \$51,047.67 in additional resources.

In all, the leveraged resources totaled \$419,380.67.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

Not Applicable

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Affordability and Rehabilitation	2020	2024	Affordable Housing	Citywide	Provide Decent Housing Create a Suitable Living Environment	CDBG: \$244,983.36	Homeowner Housing Rehabilitated: 20 Households Assisted Direct Financial Assistance to Homebuyers: 20 Households Assisted
2	Facility Improvements	2020	2024	Non-Housing Community Development	Citywide	Create a Suitable Living Environment	CDBG: \$10,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 210 Children

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public Services	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs	Citywide	Provide Decent Housing Create a Suitable Living Environment Expand Opportunities for LMI Persons	CDBG: \$31,287	Public service activities other than Low/Moderate Income Housing Benefit: 680 Persons
4	Administration	2020	2024	Program Administration	Citywide	Provide Decent Housing Create a Suitable Living Environment Expand Opportunities for LMI Persons	CDBG: \$41,716	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Affordability and Rehabilitation
	Goal Description	The City will continue to revitalize the community through helping to increase the availability of decent, affordable housing. • The City will continue to fund the rehab of housing occupied by LMI households and other activities that provide affordable housing to residents. • The City will help support LMI households to have stable, safe, and affordable housing. The City will help support home ownership assistance for LMI homebuyers. Outcomes • The housing rehabilitation program is anticipated to assist 20 households during the program year. • The down payment assistance program is also anticipated to assist 20 households during the program year. • The households assisted will qualify as low – and moderate-income households.
2	Goal Name	Facility Improvements

	Goal Description	The City is in continual need of updating its infrastructure, which includes ADA improvements, sidewalks, trails, curb, gutter, parks, water/sewer lines, and other projects eligible under this designation. Outcomes • Clearfield City will assist Open Doors with playground improvements for the Family Support Program located in Clearfield off 1450 South.
3	Goal Name	Public Services
	Goal Description	The City will continue to support the public services providers that provide a range of benefit to City residents that provide a wide range of benefits to City residents. Some of these services may include case management and supportive services to single, low-income persons; supporting the domestic violence shelter, and community learning. Outcomes • Open Doors – Circles Program anticipates assisting 180 individuals and families. Individuals and families will receive course training in job skills, financial literacy, etc. • Davis Community Learning Center anticipates benefitting 400 people through the funding of two resource coordinators (family support specialists). The project will assist with the administrative expenses for providing ESL, GED Completion, parent involvement classes, citizenship, and computer classes. The support specialists also connect families with food and clothing resources for those families in need of help. • Safe Harbor anticipates providing services to 100 persons and families experiencing domestic violence.
4	Goal Name	Administration

	Goal Description	Program administration may include planning, general program administration, indirect costs, public information, fair housing activities, submission of applications for Federal Programs, CDBG funding of administrative costs, and other eligible expenses under program administration.
--	-------------------------	---

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Through the Housing Rehabilitation the City estimates the following families to be served based upon the previous program year results:

Extremely Low -Income: 1

Low-Income: 4

Moderate-Income: 15

AP-35 Projects – 91.220(d)

Introduction

The following projects will be funded in 2021 using CDBG dollars:

- **Open Doors - \$14,042** Circles Program for low-income families to obtain job skills.
- **Davis Community Learning Center - \$12,000** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS work directly with school principals and families in need or crisis to address needs and provide assistance.
- **Safe Harbor - \$5,000** Case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies.
- **Open Doors - \$10,000** These funds are to support upgrades to the Family Support Program playground. Funds are also being provided by Davis County and Layton City for the upgrades.
- **Housing Rehabilitation - \$122,492** Funds will be used towards a housing rehabilitation program for Clearfield residents.
- **Down Payment Assistance - \$122,491.36** – Funds will be used towards the down payment assistance program for Clearfield residents.
- **Administration - \$41,389** Administrative expenses for staffing, noticing, and advertising of programs.

#	Project
1	Open Doors Circles Program
2	Davis Community Learning Center
3	Safe Harbor
4	Open Doors Playground Improvements
5	Housing Rehabilitation
6	Down Payment Assistance
7	Administration

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

The funding priorities have not changed from those outlined in the Strategic Plan. The City does not foresee any obstacles in addressing the needs of the underserved.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Open Doors Circles Peer Mentoring
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$14,042
	Description	Open Doors Circles Program aids low-income individuals to carry out community economic development through job training and teaching job retention skills. The Circles Program supports low-income families and individuals with the relationship, confidence, and knowledge required to reach financial stability. The program connects community members with low-income families and individuals on their journey out of poverty. This is done by providing classes: teaching job skills, financial literacy, and how to survive not utilizing social services.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The program intends to provide support for 180 individuals and families. A new cohort of 20 individuals begins every three months.
	Location Description	525 East 200 South and 1360 East 1450 South, Clearfield, Utah

	Planned Activities	Individuals/families will be assisted by receiving course training in job skills, financial literacy, etc.
2	Project Name	Davis Community Learning Center
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Job Creation and Retention Public Services Case Management and Supportive Services
	Funding	CDBG: \$12,000
	Description	The Davis Community Learning Center project will fund the salaries of two volunteer and resource coordinators at Wasatch and Holt Elementary schools, both Title 1 schools. The project will assist with the administrative expenses in order to offer ESL, GED completion, parent involvement classes, citizenship, and computer classes. - (05 Public Services General)
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The Davis Community Learning Center expects to assist 400 people through this program.
	Location Description	Holt and Wasatch Elementary Schools

	Planned Activities	The project will fund two resource coordinators, one at Holt Elementary School and one at Wasatch Elementary School. Schools are Title 1 schools, Holt elementary is a "focus" school that struggles academically and was the lowest performing elementary school in the district in FY2013. The coordinators will work to support the families in crisis and increase volunteerism. They will connect families in need or crisis with various resources in the community and then follow-up with the clients to ensure they received the right services. They will work closely with the school principals to identify the needs of the families. They will provide the following services to low-income students and families: tutoring, assisting with after-school programs, tutoring English as a second language, Sub for Santa program, collection and distribution of coats, backpacks, school supplies, shoes, etc.
3	Project Name	Safe Harbor
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$5,000
	Description	The Safe Harbor project will provide funds that will allow for case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies to victims of domestic violence. - (05G Battered and Abused Spouses)
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Safe Harbor expects to assist 100 persons during the program year.

	Location Description	Crisis Center, 660 West Mutton Hollow Road, Kaysville, Utah
	Planned Activities	Safe Harbor will use the CDBG funds to offer support services, shelter, intervention, and education to victims of domestic violence. The Center's clients will have access to the following services: protective shelter, case management, psycho-educational groups, 24-hour crisis services, safety planning, outreach services, children's services, food, clothing, and all other services that the Center offers designed to assist in ending the cycle of domestic violence.
4	Project Name	Open Doors Playground Improvements
	Target Area	
	Goals Supported	Facility Improvements
	Needs Addressed	Facility Improvements
	Funding	CDBG: \$10,000
	Description	The City will assist Open Doors with the playground improvements needed for the Family Support Program.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Open Doors anticipates that 210 children will benefit from the playground upgrades.
	Location Description	Clearfield City
5	Planned Activities	The Family Support Program assists families with crisis/respice nursery needs.
	Project Name	Housing Rehabilitation
	Target Area	

	Goals Supported	Housing Rehabilitation
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$122,492.00
	Description	The City will contract with the Davis Community Housing Authority, for the administering of the housing rehab program.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The housing rehab program is expected to assist 20 households during the program year.
	Location Description	Clearfield City
	Planned Activities	The program will assist local residents in the rehabilitation of their homes for public safety purposes and aesthetic appeal.
5	Project Name	Down Payment Assistance
	Target Area	
	Goals Supported	Housing Opportunity
	Needs Addressed	Affordable Housing - Extremely and Very Low Income
	Funding	CDBG: \$122,491.36
	Description	Clearfield City will contract with the Davis Community Housing authority for administration of the down payment assistance program. CDBG funds are leveraged with funds of homebuyers for a low to moderate income family.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	Clearfield City expects to serve 1 household through this program.
	Location Description	Clearfield City
	Planned Activities	Clearfield City will use funds to aid in the purchase of homes for qualified low-mod income families.
7	Project Name	CDBG Administration
	Target Area	
	Goals Supported	Planning/Administration of CDBG Program
	Needs Addressed	
	Funding	CDBG: \$41,389
	Description	Clearfield City will use CDBG funds to cover the planning and administrative expenses related to administering the CDBG program.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Clearfield City will allocate \$41,389 to cover the planning and administrative expenses related to administering the CDBG program.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City did not identify a geographic target area as a basis for funding allocation priorities.

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City did not identify a geographic target area as a basis for funding allocation priorities.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Clearfield City plans to prevent homelessness by assisting 100 persons fleeing domestic violence by funding the Safe Harbor program's shelter and shelter services. This program is not reflected below as the services will not support rental assistance, nor the acquisition of units, new units, or rehabilitation of units.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	20

Table 12 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

Clearfield City does not have action items planned in 2021 to address public housing needs.

Actions planned during the next year to address the needs to public housing.

Not applicable.

Actions to encourage public housing residents to become more involved in management and participate in homeownership.

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance.

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City would like to work closely with and collaborate with the region's Local Homeless Coordinating Council and Continuum of Care.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including.

See below for the specific actions that the City will take to reduce and end homelessness.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The homeless person Point in Time Count, which was completed in January 2020, shows the total headcount as 82, during 2019 the total headcount was 61 and in 2018 it was 63. Therefore, the total headcount has been consistent with a slight increase during the past three years. Although the latest count was in January 2020, this was prior to the COVID 19 pandemic, so the increase could not be attributed to the pandemic. The Davis County section of the 2020 State of Utah Annual Report on Homelessness is the basis of this information. Over the next year, City staff may coordinate services with the Balance of State Continuum of Care and Davis County Local Homeless Coordinating Council in order to identify and assess the individual needs of unsheltered homeless persons in the City.

Addressing the emergency shelter and transitional housing needs of homeless persons

Victims of domestic violence are the primary type of person in need of an emergency shelter and transitional housing. Therefore, the City will fund the only domestic and sexual violence service provider, Safe Harbor/Davis Citizens' Coalition Against Violence. The project will allow Safe Harbor to offer a protective shelter, case management, psycho-educational groups, crisis services, safety planning, outreach services, children's services, food, clothing, and other necessary services designed to assist this vulnerable population. In addition to the services provided by Safe Harbor, the Legal Department's Victim Advocate and Housing Advocate will continue to work together to address shelter and housing needs for those they come in contact with.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and

unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Clearfield City will work with the Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. The City will continue its efforts with victim advocacy and housing advocacy to help prevent homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Clearfield City will continue to consult and coordinate with the Balance of State Continuum of Care, Davis County Local Homeless Coordinating Council, Safe Harbor, Davis Mental Health, County School District and Sheriff's Office, and Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. Though the City continually works with these organizations, the City does not plan to allocate 2021 funding toward this activity.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The following barriers have been identified via conversation with the local public housing authority as well as based on data from the Regional Analysis of Impediments to Fair Housing Choice - Davis County and the City's former consolidated plan.

- The current Redevelopment Agency policy no longer requires that new developments include an affordable housing piece. Only one of the three RDA programs, the Urban Renewal Areas (URA) program, whose purpose is to remove blight sets aside a portion of the tax increment financing for affordable housing.
- The City's current ordinance does not allow for group homes, nursing homes, accessory dwelling units, or single room occupancy units.
- The City does not have a standard or requirement for new housing to be accessible, i.e. accessible or 'visit-able' by persons with disabilities.

The City's Good Landlord program has pros and cons. The program gives discounts on a required rental license to landlords that participate in "good landlord" training. The training provides information on fair housing topics and laws. However, some view the program as an impediment for certain persons to not receive fair housing opportunities, such as persons convicted of crimes.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In 2017 the City Council of Clearfield approved and adopted the Clearfield City Downtown Small Area Plan as a part of a long- term strategy for revitalizing the downtown area of the City. This regulatory change paved the way for new construction in housing options, and commercial space and office space all in an accessible manner. The downtown area has been rezoned to the following Form Based Code zoning designations that will continue to reduce, mitigate, and eliminate barriers to housing. The zoning that has been implemented along the corridor allows for and encourages the mixing of uses and increases densities along the State Street (SR 126) corridor. The City is currently exploring regulations for the use of Accessory Dwelling Units and continues to allow for Flag Lot development and residential infill subdivisions in all single-family residential zones. In addition, the City continues to allow for high density multi-family projects close to transit opportunities, and

along major corridors, that include pedestrian and multi-modal components.

The City Council has adopted or modified several ordinances to encourage moderate income housing. The single most important modification has been the addition of Form Based Code's zones which allow for higher density housing along the transportation corridors and other larger project-based developments. Clearfield City is considering an accessory dwelling unit code to allow for more dwelling units throughout the City in single family residentially zoned areas. The City currently provides tax dollars to incentivize diverse housing types, which in turn increases affordability options for a larger range of people. One unique characteristic to Clearfield City is a lack of market-rate multi-family developments. One of the recently completed projects known as City Centre, is a market rate development that is for rent. As of the end of July 2018, the development has an occupancy rate of ninety-eight percent (98%). The City has several other projects that are under constructions or will be constructed in the next 12-18 months that are rental products at market rates. With the addition of market-rate and affordable housing projects under construction, the City will provide a variety of housing options, including townhomes, apartments, and condominiums. The City collaborated for the construction of a single-family home with Have a Heart, a nonprofit foundation for the benefit of a single low-moderate income family. The City's current zoning includes several zones to encourage a mixture of uses without residential density limits or height restrictions. Since 2014, Clearfield City has permitted and/or approved over 750 multi-family units, including 1, 2, and 3-bedroom apartments, condos, and townhomes. These units are all located within walking distance to major transit corridors (bus lines). City staff continues to promote commercial development to serve these residential areas as well. The City also recently purchased a mobile home park for the purpose of infill/redevelopment. Clearfield has targeted the two (2) underserved census tracts for reinvestment activities such as rehabilitation and, as necessary, demolition of vacant housing and the construction of replacement housing. These areas are located along SR-126 (State/Main) that run through the heart of the City.

The City has continued to work collaboratively with other communities by serving on regional planning committees addressing moderate income housing needs, transit, and future growth along the Wasatch Front. The City will also continue to collaborate with the Utah League of Cities and Towns, Envision Utah, and the Wasatch Front Regional Council on these issues.

Discussion:

The City does not have specific programs that deal with affordable housing, but rather has implemented programs to maintain current housing stock within the City. Additionally, the City is pursuing or is interested in pursuing programs to meet the demands for housing in the city. Being open to new programs to expand housing choices, while maintain current stock will help Clearfield to the meet existing and future needs. Below is a list of programs

currently being utilized by the City.

AP-85 Other Actions – 91.220(k)

Introduction

The City plans to undertake the following activities in order to carry out the strategies outlined in the plan.

- Review the results from the AI and work toward a plan for implementation that will help address the obstacles to meeting the needs of the underserved population.
- Work with service providers from around the City and region in order to facilitate strategies that meet the needs of the underserved.
- Continue investing in the improvement and rehabilitation of older housing stock.
- Work toward creating more housing opportunities throughout the City to ensure housing is available to persons no matter their life cycles.
- Fund Open Doors which will allow the center to provide emergency food and case management to at-risk and low income families along with financial and work related training.
- Fund the Davis Community Learning Center in order to provide funding to two volunteer and resource coordinators at two Title 1 schools, Wasatch and Holt Elementary.
- Fund Safe Harbor in order to provide case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies to victims of domestic violence.
- Reach out to the Public Housing Agency, Davis Community Housing Authority, the Local Homeless Coordinating Committee, Open Doors, and Safe Harbor in order to create an ongoing opportunity to coordinate activities and resources.

Actions planned to address obstacles to meeting underserved needs

Clearfield City updated its Analysis of Impediments in 2020. The City is reviewing the results from the AI and working toward a plan for implementation that will help address the obstacles to meeting the needs of the underserved population. Additionally, the Community Development Department will work with service providers from around the City and region in order to facilitate strategies that meet the needs of the underserved.

Clearfield Moderate Income Housing Plan

The Housing Element of the City's General Plan is required to be updated every five years. This update also is in conformance with the new requirements imposed by SB 34, which was passed by the Utah State Legislature in their 2019 Session. Such mandate requires cities to facilitate a reasonable opportunity for a variety of housing, including moderate income housing.

The City has identified a list of identified programs or policies identified as “potential

housing tools” which may be useful for future development of housing within the City.

Bonding for Infrastructure Development - Some communities use this tool to accelerate installation of or reconstruction of above and underground utilities and infrastructure (implements Goal #1-4).

Density Bonus - Density bonus programs can be a resource used by developers to leverage additional density than current zoning ordinances allow, they are also commonly used to complement the use of (LIHTC) low-income housing tax credits. A density bonus can provide an increase in the number of dwelling units per acre, overall height, or floor area ratio with the ultimate goal of more units being built on a single parcel. Density programs can allow for a percentage of increase in baseline permitted density in exchange for affordable housing units (implements Goal #1-3).

Accessory Dwelling Units (ADU) - This would be a valuable option for those who desire to age in place, or others in need of income in the past the prime of their wage-earning years. The zoning code currently prohibits accessory dwelling units (ADU) in all residential zones. Within the past year the City studied the idea of allowing ADUs, however, concerns over cost of conversion given the construction codes for adding a small dwelling unit to an existing home seemed problematic. Additionally, the parking demand for both the primary and ADU raised potential concerns. Allowing for ADUs in single family residents could be used as a strategy to increase the supply of affordable rental housing, by allowing those owning homes an option to use under-utilized portions of their property.

Actions planned to foster and maintain affordable housing

The City will continue investing in the improvement and rehabilitation of older housing stock, both owner and renter occupied households. The City will also work toward creating more housing opportunities throughout the City to ensure housing is available to persons no matter their life cycles.

The City does not have specific programs that deal with affordable housing, but rather has implemented programs to maintain current housing stock within the City. Additionally, the City is pursuing or is interested in pursuing programs to meet the demands for housing in the city. Being open to new programs to expand housing choices, while maintain current stock will help Clearfield to the meet existing and future needs. Below is a list of programs currently being utilized by the City.

Good Landlord Program - Clearfield City began this program in 2008. All landlords are required to obtain a rental license for their residential properties. They can choose to join the Good Landlord Program, but it is not mandatory. However, there are some benefits to joining such as: reduced licensing fee, and notification of police calls to their rentals. In

addition, they must attend a Good Landlord training class every two years as well as review a training presentation online. If they choose to join the program, they must submit a signed Good Landlord Program Agreement.

Community Development Block Grant (CDBG) Programs - The Davis County Housing Authority assists the City with the implementation and management of this program. Through CDBG funding, matching grants can be provided to qualifying households within the City. The City's housing rehab programs help low- to moderate-income residents stay in their homes while also preserving the character of the City's neighborhoods.

Housing Rehab - Homeowners can receive up to \$8,000 to correct present home problems, accessibility modifications, code violations of health and safety concerns and/or energy improvements.

Emergency Home Repair - Clearfield City has established the Emergency Home Repair (EHR) Program to provide lower income homeowners up to \$3,000 in grant money to immediately correct an emergency condition that presents an imminent danger to health and safety of the occupants.

Down Payment Assistance - This program is administered by Davis Community Housing Authority, a nonprofit organization. The agency provides a set amount of money (predetermined by the City of Clearfield) to qualified homebuyers. Homebuyers can use the money to cover their down payment or closing costs. Participants of the program are required to agree to a term of residency in the home and is required to use it as their principal residence.

Low-Income Housing Tax Credits (LIHTC) - LIHTC is a federal low-income housing tax credit program that will provide a subsidy for the construction of affordable rental units serving residents at 60% area median income or below. Developers can utilize a 4% IRS credit. The Utah Housing Corporation manages the LIHTC program in Utah and ensures compliance with IRS requirements and long-term deed restrictions. LIHTC has been a successful tool used on a national and local level to build and sustain the moderate-income housing stock (implements Goal #1-3). • **Land Acquisition** - Many communities use land acquisition as a means to incentivize developers to create moderate-income housing stock. This tool creates a public-private partnership in which the City owns land and, through a competitive process, "grants" the land to a qualified developer to build a housing product that addresses the needs of the community. This program helps reduce the parcel purchase cost for the developer

Actions planned to reduce lead-based paint hazards

The City will reach out to the County Health Department to identify a one-year strategy that

could be implemented in 2021.

Actions planned to reduce the number of poverty-level families

The City will fund Open Doors which will allow the center to provide emergency food and case management to at-risk and low-income families. The funding will provide emergency assistance and educational efforts that will help youth, elderly, and low-income persons escape poverty and homelessness.

The City will also fund the Davis Community Learning Center in order to provide funding to two volunteer and resource coordinators at two Title 1 schools, Wasatch and Holt Elementary. The resource coordinators will connect families in need or in crisis with various resources in the community. The coordinators will then follow up with the clients to ensure they received the services they needed. Some of the services include: tutoring, After School programs, tutoring English Language learners, Sub for Santa collection and distribution of coats, backpacks, school supplies, etc.

Actions planned to develop institutional structure

The City is committed to continuing their education and understanding of HUD CDBG program funding. The City will continue to work with community stakeholders, area non-profits, residents, and City Council to ensure that funds are utilized in an efficient and effective manner. When reasonable, the City will send staff to training and participate in webinars. The City will continue to update and receive feedback from the City Council on the status of projects and the progress of meeting program goals. Institutional transparency and communication with the community are a top priority for all City projects. City staff will continue evaluating and improving programs to ensure the needs of the community are being met with the available funding and resources.

Actions planned to enhance coordination between public and private housing and social service agencies

In order to enhance the coordination between public and private housing and social service agencies, the City will reach out the Public Housing Agency, Davis Community Housing Authority, the Local Homeless Coordinating Committee, Open Doors, and Safe Harbor in order to create an ongoing opportunity to coordinate activities and resources. City staff will coordinate internally to identify programs and other resources that can be coordinated in order to achieve common goals.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

Clearfield City plans to do the following actions in 2021:

- The City plans to prevent homelessness by assisting 100 persons fleeing domestic violence by funding the Safe Harbor program's shelter and shelter services.
- The City staff will connect and coordinate services with the Balance of State Continuum of Care and Davis County Local Homeless Coordinating Council in order to identify and assess the individual needs of unsheltered homeless persons in the City.
- The City will fund the only domestic and sexual violence service provider, Safe Harbor/Davis Citizens' Coalition Against Violence. The project will allow Safe Harbor to offer a protective shelter, case management, psycho-educational groups, crisis services, safety planning, outreach services, children's services, food, clothing, and other necessary services designed to assist this vulnerable population.
- The City will work with the Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. Though the City continually works with service providers, the City does not plan to allocate 2021 funding toward this activity.
- Clearfield City will continue to consult and coordinate with the Balance of State Continuum of Care, Davis County Local Homeless Coordinating Council, Safe Harbor, Davis Mental Health, County School District and Sheriff's Office, and Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. Though the City continually works with these organizations, the City does not plan to allocate 2021 funding toward this activity.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

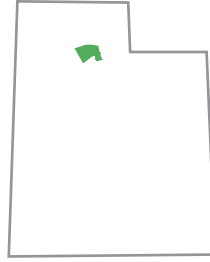
1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0.00

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

DAVIS LHCC

SYSTEM PERFORMANCE MEASURES



1 MEASURE 1: LENGTH OF TIME (LOT) PERSONS REMAIN HOMELESSNESS

This measure looks at all Emergency Shelter projects and finds the average and median days that a person was homeless in any Emergency Shelter projects in the area during the reporting period.

No data to report for Measure 1. See page 7 for more information.

2 MEASURE 2: THE EXTENT TO WHICH PERSONS WHO EXIT HOMELESSNESS TO PERMANENT HOUSING DESTINATIONS RETURN TO HOMELESSNESS

This measure evaluates how many people exited homelessness 24 months before the reporting period, then calculates how many returned to homelessness at different intervals.

	Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
FFY18	FFY18	FFY18	% of Returns	FFY18	% of Returns	FFY18	% of Returns	FFY18	% of Returns
Exit was from PH	109	7	6.42%	4	3.67%	6	5.50%	17	15.60%
TOTAL Returns to Homelessness	109	7	6.42%	4	3.67%	6	5.50%	17	15.60%
FFY19	FFY19	FFY19	% of Returns	FFY19	% of Returns	FFY19	% of Returns	FFY19	% of Returns
Exit was from PH	146	7	4.79%	7	4.79%	14	9.59%	28	19.18%
TOTAL Returns to Homelessness	146	7	4.79%	7	4.79%	14	9.59%	28	19.18%

3 MEASURE 3: NUMBER OF HOMELESS PERSONS

This measure counts all people enrolled in Emergency Shelter and Transitional Housing projects during the reporting period.

No data to report for Measure 3. See page 7 for more information.

4 MEASURE 4: EMPLOYMENT AND INCOME GROWTH FOR HOMELESS PERSONS IN COC PROGRAM-FUNDED PROJECTS

This measure shows the number of persons in CoC-funded programs who increased income during the federal fiscal year 2019.

METRIC 4.3 – CHANGE IN TOTAL INCOME FOR ADULT SYSTEM STAYERS DURING THE REPORTING PERIOD

	FFY18	FFY19	Difference
Number of adults (system stayers)	2	N/A	N/A
Number of adults with increased total income	0	N/A	N/A
Percentage of adults who increased total income	0%	N/A	N/A

METRIC 4.6 – CHANGE IN TOTAL INCOME FOR ADULT SYSTEM LEAVERS

	FFY18	FFY19	Difference
Number of adults who exited (system leavers)	39	N/A	N/A
Number of adults who exited with increased total income	11	N/A	N/A
Percentage of adults who increased total income	28%	N/A	N/A

5 MEASURE 5: NUMBER OF PERSONS WHO BECOME HOMELESS FOR THE FIRST TIME

This measure counts the number of people experiencing homelessness for the first time in the reporting period.

No data to report for Metric 5.1. See page 7 for more information.

METRIC 5.2 – CHANGE IN THE NUMBER OF PERSONS ENTERING ES, TH, AND PH PROJECTS WITH NO PRIOR ENROLLMENTS IN HMIS

	FFY18	FFY19	Difference
Person with entries into ES, TH or PH during the reporting period.	186	128	-58
Of persons above, count those who were in ES, TH or any PH within 24 months prior to their entry during the reporting year.	51	31	-20
Of persons above, count those who did not have entries in ES, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	135	97	-38

6

MEASURE 6: HOMELESSNESS PREVENTION AND HOUSING PLACEMENT OF PERSONS

This measure is not applicable to any CoC in the country.

7

MEASURE 7: SUCCESSFUL HOUSING PLACEMENT

This measure looks at people who retained Permanent Housing or exited to a permanent housing destination during the reporting period.

No data to report for Metric 7a.1 and 7b.2. See page 7 for more information.

METRIC 7B.1 – CHANGE IN EXITS TO PERMANENT HOUSING DESTINATIONS

	FFY18	FFY19	Difference
Persons in ES, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	108	44	-64
Of the persons above, those who exited to permanent housing destinations	60	27	-33
Percent successful exits	55.56%	61.36%	5.81%

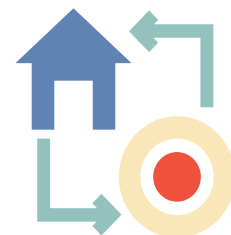


ES = Emergency Shelter
PH = Permanent Housing
RRH = Rapid Re-Housing

SO = Street Outreach
TH = Transitional Housing

2020 HOUSING INVENTORY COUNT

Davis LHCC			
Project Type	PIT Count	Total Beds	Utilization Rate
Emergency Shelter	23	33	70%
Non-Dedicated	1	1	
Domestic Violence Dedicated	22	32	
Rapid Re-Housing	56	56	100%
Non-Dedicated	56	56	
Transitional Housing	29	36	81%
Domestic Violence Dedicated	29	36	
Total	108	125	86%



2020 POINT-IN-TIME COUNT



POINT-IN-TIME COUNTY SUMMARY

Davis LHCC PIT										
Category		2018			2019			2020		
		Sheltered	Unsheltered	Total	Sheltered	Unsheltered	Total	Sheltered	Unsheltered	Total
Total	Households	26	9	35	16	15	31	21	25	46
	Individuals	54	9	63	44	17	61	52	30	82
Households of Adults and Children	Households	16	0	16	12	0	12	13	1	14
	Individuals	44	0	44	39	0	39	44	2	46
Households of Only Children	Households	0	0	0	0	0	0	0	0	0
	Individuals	0	0	0	0	0	0	0	0	0
Households Without Children	Households	10	9	19	4	15	19	8	24	32
	Individuals	10	9	19	5	17	22	8	28	36

NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held before the Clearfield City Council, 55 South State Street, 3rd Floor, Clearfield, Utah, on Tuesday, May 11, 2021 at 7:00 p.m. to receive public comments regarding proposed uses of the 2021-2022 Community Development Block Grant (CDBG) funds. Please call our office (801-525-2784) at least five business days in advance of the public hearing you want to attend if you need language translation, a sign language interpreter, an assistive listening device, or other reasonable accommodation.

The proposed Community Development Block Grant (CDBG) draft Action Plan for the 2021-2022 program year will be available for review beginning April 11, 2021 in the Customer Service Center, 55 South State, 1st Floor, Clearfield, Utah, Monday through Friday, 8:00 a.m. to 5:00 p.m. If there are any questions concerning the CDBG Program, please contact Brad McIlrath, CDBG Coordinator at (801)525-2784 or by TTY at 711 or 888-346-3162 for Spanish Relay Utah. Written comments are accepted from April 11, 2021 to May 11, 2021 in the Customer Service Center or by email at brad.mcilrath@clearfieldcity.org.

All interested persons present will be given the opportunity to be heard.

Dated this 26th day of March 2021.

CLEARFIELD CITY CORPORATION

/s/Nancy R. Dean, City Recorder

AVISO DE AUDIENCIA PÚBLICA

Por la presente se notifica que se llevará a cabo una audiencia pública ante el Ayuntamiento de Clearfield, 55 South State Street, 3rd Floor, Clearfield, Utah, el martes 11 de mayo de 2021 a las 7:00 p.m. para recibir comentarios del público sobre los usos propuestos de los fondos de la Subvención en Bloque para el Desarrollo Comunitario (CDBG) 2021-2022. Llame a nuestra oficina (801-525-2784) al menos cinco días hábiles antes de la audiencia pública a la que desea asistir si necesita traducción de idiomas, un intérprete de lenguaje de señas, un dispositivo de ayuda auditiva u otra adaptación razonable.

El borrador del Plan de Acción de la Subvención en Bloque para el Desarrollo Comunitario (CDBG) propuesto para el año del programa 2021-2022 estará disponible para su revisión a partir del 11 de abril de 2021 en el Centro de Servicio al Cliente, 55 South State, 1st Floor, Clearfield, Utah, de lunes a viernes. 8:00 am a 5:00 pm Si tiene alguna pregunta sobre el Programa CDBG, comuníquese con Brad McIlrath, Coordinador de CDBG al (801)525-2784 o por TTY al 711 o al 888-346-3162 para Spanish Relay Utah. Se aceptan comentarios escritos desde el 11 de abril de 2021 hasta el 11 de mayo de 2021 en el Centro de Atención al Cliente o por correo electrónico a brad.mcilrath@clearfieldcity.org.

Se dará a todas las personas presentes que quieran hablar la oportunidad de ser escuchadas.

Fechado el día 26 de Marzo de 2021.

LA MUNICIPALIDAD DE CLEARFIELD

/s/Nancy R. Dean, Registradora de la Municipalidad



STAFF REPORT

To: Mayor Shepherd and City Council Members
From: Rich Knapp, Finance Manager
Meeting Date: May 11, 2021
Subject: Parameters Resolution for 2021 Sales Tax Revenue Bonds - Infrastructure

Recommended Action

Approve Resolution 2021R-08 of the City Council of Clearfield City, Utah authorizing the issuance and sale of not more than \$19,500,000 aggregate principal amount of Sales Tax Revenue Bonds, Series 2021; and related matters; and authorize the Mayor's signature to any necessary documents.

Description / Background

This resolution will start the process to issue "Series 2021" sales tax revenue bonds for infrastructure projects. The purposes of issuing these bonds are as follows:

- Finance the project. Tentatively Clearfield Station and I-15 interchange beautification.
- Fund a debt service reserve (if needed).
- Pay cost of issuance.

The Resolution authorizes "Designated Officers" to proceed with the bond issuance process under the following parameters:

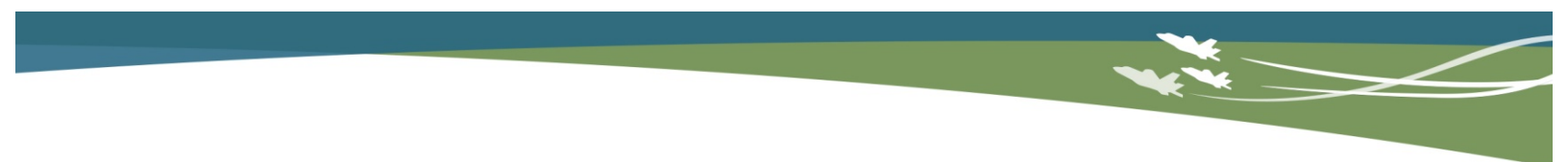
- Not to exceed \$19,500,000.
- Maturity in not more than 25 years.
- Sold at a price not less than 98% of total principal.
- Interest not to exceed 5%.

The Resolution also specifies that a public hearing shall be held (on June 8, 2021), and notice of the hearing will be published in the Standard Examiner. The draft notice identifies local sales and use tax as the pledged source of revenue to service the debt.

The parameters are very broad to cover many possibilities, which is why the amount, term, and interest rate might appear higher than we have discussed in the past; and would be "not to exceed" amounts. In other words, the parameters are a "worst case scenario." These would be tax-exempt bonds.

Hedgehog Analysis

This resolution is legally required in order to issue debt, and the Master Development Agreement for the Clearfield Station project obligates the City to pursue bonding for the public infrastructure.



Landscaping the interchanges scored high (20) when discussed by the City Council at the 2021 kickoff retreat.

Corresponding Policy Priorities

Improve Clearfield's image, livability, and economy.

Fiscal Impact

The exact amount issued, and the payment schedule will be negotiated and determined before issuance of the bonds. One scenario, as referenced in the April 27 budget work session, would start with no payments for the first three years (capitalized interest), then interest only for the next two years. The yearly payment would ramp up from there averaging about \$1.25M. Though sales tax would be the pledge guaranteeing payment of the bonds, the portion of debt service attributable to Clearfield Station infrastructure will be paid from tax increment generated from the project. The portion attributable to interchange landscaping will be paid from the City's General Fund.

Schedule / Time Constraints

We hope to have the bond proceeds by late June or July—the approximate timing of awarding the Clearfield Station infrastructure construction project.

Alternatives

Delay or stop the projects.

Attachments

Resolution 2021R-08

Clearfield City, Utah

May 11, 2021

The City Council (the "Council") of Clearfield City, Utah (the "City"), met in regular public session at the regular meeting place of the Council in Clearfield City, Utah, on May 11, 2021, at the hour of 7:00 p.m., with the following members of the Council being present:

Mark Shepherd	Mayor
Kent Bush	Councilmember
Nike Peterson	Councilmember
Vern Phipps	Councilmember
Tim Roper	Councilmember
Karece Thompson	Councilmember

Also present:

JJ Allen	City Manager
Nancy Dean	City Recorder

Absent:

After the meeting had been duly called to order and after other matters not pertinent to this resolution had been discussed, there was presented to the Council a Certificate of Compliance with Open Meeting Law with respect to this May 11, 2021 meeting, a copy of which is attached hereto as Exhibit A.

The following resolution was then considered, fully discussed, and pursuant to motion duly made by _____ and seconded by _____, was adopted by the following vote:

AYE:

NAY:

The resolution was then signed by the Mayor and recorded in the official records of the City Council. The resolution is as follows:

RESOLUTION 2021R-08

A RESOLUTION OF THE CITY COUNCIL OF CLEARFIELD CITY, UTAH (THE “CITY”), AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$19,500,000 AGGREGATE PRINCIPAL AMOUNT OF SALES TAX REVENUE BONDS, SERIES 2021 (THE “SERIES 2021 BONDS”); FIXING THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF THE SERIES 2021 BONDS, THE MAXIMUM NUMBER OF YEARS OVER WHICH THE SERIES 2021 BONDS MAY MATURE, THE MAXIMUM INTEREST RATE WHICH THE SERIES 2021 BONDS MAY BEAR, AND THE MAXIMUM DISCOUNT FROM PAR AT WHICH THE SERIES 2021 BONDS MAY BE SOLD; DELEGATING TO CERTAIN OFFICERS OF THE CITY THE AUTHORITY TO APPROVE THE FINAL TERMS AND PROVISIONS OF THE SERIES 2021 BONDS WITHIN THE PARAMETERS SET FORTH HEREIN; PROVIDING FOR THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED; PROVIDING FOR THE RUNNING OF A CONTEST PERIOD AND SETTING OF A PUBLIC HEARING DATE; AUTHORIZING AND APPROVING A GENERAL INDENTURE, SUPPLEMENTAL INDENTURE, A PRELIMINARY OFFICIAL STATEMENT, AN OFFICIAL STATEMENT, A BOND PURCHASE AGREEMENT, AND OTHER DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION; AND RELATED MATTERS.

WHEREAS, the City Council (the “Council”) of the City desires to finance public infrastructure improvements, including roads, water, sewer and other related improvements for use by the City (the “Project”); and

WHEREAS, to accomplish the purposes set forth in the preceding recital, and subject to the limitations set forth herein, the City desires to issue the Series 2021 Bonds (to be issued from time to time as one or more series and with such other series or title designation(s) as may be determined by the City), pursuant to (a) the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended (the “Act”), (b) this Resolution, and (c) the General Indenture of Trust, (the “General Indenture”), and a Supplemental Indenture to be entered into in connection with the Series 2021 Bonds (the “Supplemental Indenture” and together with the General Indenture, the “Indenture”), with such Indenture in substantially the form attached hereto as Exhibit B; and

WHEREAS, pursuant to the provisions of the Act, the City has the authority to finance improvements, facilities or property that the City is authorized by law to acquire, improve or extend; and

WHEREAS, the Act provides that prior to issuing bonds, an issuing entity must (a) give notice of its intent to issue such bonds and (b) hold a public hearing to receive input

from the public with respect to (i) the issuance of the bonds and (ii) the potential economic impact that the improvement, facility or property for which the bonds pay all or part of the cost will have on the private sector; and

WHEREAS, the City desires to call a public hearing for these purposes and to publish a notice of such hearing with respect to the Series 2021 Bonds, including a notice of bonds to be issued, in compliance with the Act and the Code; and

WHEREAS, there has been presented to the Council at this meeting a form of a bond purchase agreement (the “Bond Purchase Agreement”), in substantially the form attached hereto as Exhibit C to be entered into between the Issuer and the underwriter or the purchaser (the “Underwriter/Purchaser”) selected by the Issuer for any portion of the Series 2021 Bonds in the event that the Series 2021 Bonds are not sold pursuant to a public bid with an official notice of bond sale or similar document; and

WHEREAS, the Council desires to approve and authorize a form of Preliminary Official Statement relating to the Series 2021 Bonds (the “Preliminary Official Statement”) and to approve a final Official Statement (the “Official Statement”) in substantially the form as the Preliminary Official Statement, and other documents relating thereto; and

WHEREAS, in order to allow the Underwriter/Purchaser (with the consultation and approval of Zions Public Finance, acting as the Issuer’s municipal advisor (the “Municipal Advisor”)) flexibility in setting the pricing date of the Series 2021 Bonds to optimize debt service costs to the Issuer, the Council desires to grant to any one of the Mayor (including his/her designee or any Mayor pro tem), City Manager of the Issuer or Finance Director (the “Designated Officer”) the authority to (a) determine whether all or a portion of the Series 2021 Bonds should be sold pursuant to a private placement or a public offering (including via a negotiated underwriting or public bid); (b) approve the principal amounts, interest rates, terms, pledged revenues, maturities, redemption features, and purchase price at which the Series 2021 Bonds shall be sold; and (c) make any changes with respect thereto from those terms which were before the Council at the time of adoption of this Resolution, provided such terms do not exceed the parameters set forth for such terms in this Resolution (the “Parameters”);

NOW, THEREFORE BE IT RESOLVED by the City Council of Clearfield City, Utah, as follows:

Section 1. For the purpose of (a) financing the Project, (b) funding a deposit to a debt service reserve fund, if desirable and (c) paying costs of issuance of the Series 2021 Bonds, the City hereby authorizes the issuance of a series of bonds which shall be designated “Clearfield City, Utah Sales Tax Revenue Bonds, Series 2021” (to be issued from time to time as one or more series and with such other series or title designation(s) as may be determined by the City) in the aggregate principal amount of not to exceed \$19,500,000. The Series 2021 Bonds shall mature in not more than twenty-five (25) years from their date or dates, shall be sold at a price not less than ninety-eight percent (98%) of the total principal amount thereof, shall bear interest at a rate or rates of not to exceed five and one-half percent (5.50%) per annum, as shall be approved by the Designated Officer, all within the Parameters set forth herein.

Section 2. The Designated Officers are hereby authorized to specify and agree as to the method of sale, the final principal amounts, terms, pledged revenues, discounts, maturities, interest rates, redemption features, and purchase price with respect to the Series 2021 Bonds for and on behalf of the Issuer, provided that such terms are within the Parameters set by this Resolution. The Designated Officers are hereby authorized to select the Underwriter/Purchaser. The selection of the method of sale via a private placement, negotiated underwriting, or competitive sale, the selection of the Underwriter/Purchaser and the determination of the final terms and redemption provisions for the Series 2021 Bonds by the Designated Officers shall be evidenced by the execution of a Certificate of Award (the "Certificate of Award") in substantially the form attached hereto as Exhibit E in the case where the Series 2021 Bonds are sold at a competitive sale or the Bond Purchase Agreement if the Series 2021 Bonds are sold at a private or negotiated underwriting sale in substantially the form attached hereto as Exhibit C. The form of the Certificate of Award and of the Bond Purchase Agreement are hereby authorized, approved and confirmed.

Section 3. The Indenture and the Bond Purchase Agreement with the Underwriter in substantially the forms presented to this meeting and attached hereto as Exhibits B and C, respectively, are hereby authorized, approved, and confirmed. The Mayor and City Recorder are hereby authorized to execute and deliver the Supplemental Indenture and the Bond Purchase Agreement in substantially the forms and with substantially the content as the forms presented at this meeting for and on behalf of the City, with final terms as may be established by the Designated Officer within the Parameters set forth herein, and with such alterations, changes or additions as may be necessary or as may be authorized by Section 5 hereof.

Section 4. The City hereby authorizes the utilization of the Preliminary Official Statement in the marketing of the Series 2021 Bonds and hereby approves the Official Statement in substantially the same form as the Preliminary Official Statement with information established at the time of sale of the Series 2021 Bonds.

Section 5. The Mayor or Designated Officer or other appropriate officials of the City are authorized to make any alterations, changes or additions to the Indenture, the Preliminary Official Statement, the Official Statement, the Series 2021 Bonds, the Bond Purchase Agreement, the Terms Certificate or any other document herein authorized and approved which may be necessary to conform the same to the final terms of the Series 2021 Bonds (within the Parameters), to correct errors or omissions therein, to complete the same, to remove ambiguities therefrom, or to conform the same to other provisions of said instruments, to the provisions of this Resolution or any resolution adopted by the Council or the provisions of the laws of the State of Utah or the United States.

Section 6. The form, terms, and provisions of the Series 2021 Bonds and the provisions for the signatures, authentication, payment, registration, transfer, exchange, redemption, and number shall be as set forth in the Indenture. The Mayor and the City Recorder (or any deputy City Recorder, collectively, the "City Recorder") are hereby authorized and directed to execute and seal the Series 2021 Bonds and to deliver said Series 2021 Bonds to the Trustee for authentication. The signatures of the Mayor and the City Recorder may be by facsimile or manual execution.

Section 7. The Mayor or other Designated Officer or other appropriate officials of the City are hereby authorized and directed to execute and deliver to the Trustee the written order of the City for authentication and delivery of the Series 2021 Bonds in accordance with the provisions of the Indenture.

Section 8. Upon their issuance, the Series 2021 Bonds will constitute special limited obligations of the City payable solely from and to the extent of the sources set forth in the Series 2021 Bonds and the Indenture. No provision of this Resolution, the Indenture, the Series 2021 Bonds, or any other instrument, shall be construed as creating a general obligation of the City, or of creating a general obligation of the State of Utah or any political subdivision thereof, or as incurring or creating a charge upon the general credit of the City or its taxing powers.

Section 9. The Mayor or other Designated Officer and other appropriate officials of the City, and each of them, are hereby authorized and directed to execute and deliver for and on behalf of the City any or all additional certificates, documents and other papers and to perform all other acts they may deem necessary or appropriate in order to implement and carry out the matters authorized in this Resolution and the documents authorized and approved herein.

Section 10. After the Series 2021 Bonds are delivered by the Trustee to the underwriter or purchaser and upon receipt of payment therefor, this Resolution shall be and remain irrevocable until the principal of, premium, if any, and interest on the Series 2021 Bonds are deemed to have been duly discharged in accordance with the terms and provisions of the Indenture.

Section 11. The City shall hold a public hearing on June 8, 2021 to comply with the Act and to receive input from the public with respect to (a) the issuance of the Series 2021 Bonds, and (b) the potential economic impact that the improvements to be financed with the proceeds of the Series 2021 Bonds will have on the private sector, which hearing date shall not be less than fourteen (14) days after notice of the public hearing is first published and such publication shall be made (i) once a week for two consecutive weeks in the Standard Examiner, a newspaper of general circulation in the City, (ii) on the Utah Public Notice Website created under Section 63F-1-701, Utah Code Annotated 1953, as amended, and (iii) on the Utah Legal Notices website (www.utahlegals.com) created under Section 45-1-101, Utah Code Annotated 1953, as amended. The City Recorder shall cause a copy of this Resolution (together with all exhibits hereto) to be kept on file in the City offices, for public examination during the regular business hours of the City until at least thirty (30) days from and after the last date of the newspaper publication thereof. The City directs its officers and staff to publish a "Notice of Public Hearing and Bonds to be Issued" in substantially the following form:

NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED

NOTICE IS HEREBY GIVEN pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended (the “Act”), that on May 11, 2021, the City Council (the “Council”) of Clearfield City, Utah (the “City”), adopted a resolution (the “Resolution”) in which it authorized the issuance of the City’s Sales Tax Revenue Bonds, Series 2021 (the “Series 2021 Bonds”) (to be issued in one or more series and with such other series or title designation(s) as may be determined by the City), and called a public hearing to receive input from the public.

TIME, PLACE, LOCATION AND PURPOSE OF PUBLIC HEARING

The City shall hold a public hearing on June 8, 2021, at the hour of 7:00 p.m. at 55 South State Street, Clearfield City, Utah. The purpose of the hearing is to receive input from the public with respect to (a) the issuance of the Series 2021 Bonds for the Project described herein and (b) any potential economic impact that the public infrastructure including roads, water, sewer and other improvements Project to be financed with the proceeds of the Series 2021 Bonds may have on the private sector. All members of the public are invited to attend and participate.

PURPOSE FOR ISSUING THE SERIES 2021 BONDS

The Series 2021 Bonds will be issued for the purpose of (a) financing public infrastructure improvements, including roads, water, sewer and other related improvements (the “Project”), (b) funding any debt service reserve funds, as desirable and (c) paying costs of issuance of the Series 2021 Bonds.

PARAMETERS OF THE SERIES 2021 BONDS

The City intends to issue the Series 2021 Bonds in the aggregate principal amount of not more than Nineteen Million Five Hundred Thousand Dollars (\$19,500,000), to mature in not more than twenty-five (25) years from their date or dates, to be sold at a price not less than ninety-eight percent (98%) of the total principal amount thereof and bearing interest at a rate or rates not to exceed five and one-half percent (5.50%) per annum. The Series 2021 Bonds are to be issued and sold by the City pursuant to the Resolution and a General Indenture of Trust and a Supplemental Indenture to be entered into in connection with the Series 2021 Bonds (together, the “Indenture”) which were before the Council in substantially final form at the time of the adoption of the Resolution and said Supplemental Indenture is to be executed by the City in such form and with such changes thereto as shall be approved by the City; provided that the principal amount, interest rate or rates, maturity, and discount of the Series 2021 Bonds will not exceed the maximums set forth above. The City reserves the right to not issue the Series 2021 Bonds for any reason and at any time up to the issuance of the Series 2021 Bonds.

SALES AND USE TAXES PROPOSED TO BE PLEDGED

The City proposes to pledge 100% of the local sales and use tax revenues received by the Issuer pursuant to the Local Sales and Use Tax Act, Title 59, Chapter 12, Part 2 of the Utah Code for the payment of the Series 2021 Bonds (the “Revenues”).

OUTSTANDING BONDS SECURED BY PLEDGED TAXES

The City currently has \$7,526,000 of parity bonds outstanding secured by the Revenues.

OTHER OUTSTANDING BONDS OF THE CITY

Additional information regarding the City's outstanding bonds may be found in the City's financial report (the "Financial Report") at: <http://secure.utah.gov/auditor-search/>. For additional information, including any information more recent than as of the date of the Financial Report, please contact at Richard Knapp, Finance Director at (801) 525-2700.

TOTAL ESTIMATED COST OF BONDS

Based on the City's current plan of finance and a current estimate of interest rates, the total principal and interest cost of the Series 2021 Bonds, if held until maturity, is \$23,730,237.

A copy of the Resolution and the Indenture are on file in the office of the City Recorder 55 South State Street, Clearfield City, Utah, where they may be examined during regular business hours of the City Recorder from 8:00 a.m. to 5:00 p.m. Monday through Friday, for a period of at least thirty (30) days from and after the date of publication of this notice.

NOTICE IS FURTHER GIVEN that a period of thirty (30) days from and after the date of the publication of this notice is provided by law during which (i) any person in interest shall have the right to contest the legality of the Resolution, the Indenture (only as it pertains to the Series 2021 Bonds), or the Series 2021 Bonds, or any provision made for the security and payment of the Series 2021 Bonds, and that after such time, no one shall have any cause of action to contest the regularity, formality, or legality thereof for any cause whatsoever and (ii) registered voters within Clearfield City, Utah may sign a written petition requesting an election to authorize the issuance of the Series 2021 Bonds. If written petitions which have been signed by at least 20% of the registered voters of Clearfield City, Utah are filed with the City during said 30-day period, the City shall be required to hold an election to obtain voter authorization prior to the issuance of the Series 2021 Bonds. If fewer than 20% of the registered voters of Clearfield City, Utah file a written petition during said 30-day period, the City may proceed to issue the Series 2021 Bonds without an election.

DATED this May 11, 2021.

/s/ Nancy Dean
City Recorder

Section 12. The City hereby reserves the right to opt not to issue the Series 2021 Bonds for any reason, including without limitation, consideration of the opinions expressed at the public hearing.

Section 13. The Issuer hereby declares its intention and reasonable expectation to use proceeds of tax-exempt bonds to reimburse itself for initial expenditures for costs of the Project. The Series 2021 Bonds are to be issued, and the reimbursements made, by the later of 18-months after the payment of the costs or after the Project is placed in service, but in any event, no later than three years after the date the original expenditure was paid. The maximum principal amount of the Series 2021 Bonds which will be issued to finance the reimbursed costs of the Project is not expected to exceed \$19,500,000

Section 14. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, hereby repealed and this Resolution shall be in full force and effect immediately upon its approval and adoption.

APPROVED AND ADOPTED this May 11, 2021.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

(Other business not pertinent to the foregoing appears in the minutes of the meeting.)

Upon the conclusion of all business on the Agenda, the meeting was adjourned.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

I, Nancy Dean, the undersigned City Recorder of Clearfield City, Utah (the “City”), do hereby certify according to the records of the City Council of the City (the “City Council”) in my official possession that the foregoing constitutes a true and correct excerpt of the minutes of the meeting of the City Council held on May 11, 2021, including a resolution (the “Resolution”) adopted at said meeting as said minutes and Resolution are officially of record in my possession.

I further certify that the Resolution, with all exhibits attached, was deposited in my office on May 11, 2021.

IN WITNESS WHEREOF, I have hereunto subscribed my signature and impressed hereon the official seal of said City, this May 11, 2021.

(SEAL)

By: _____
City Recorder

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH
OPEN MEETING LAW

I, Nancy Dean, the undersigned City Recorder of Clearfield City, Utah (the "City"), do hereby certify, according to the records of the City in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 52-4-202, Utah Code Annotated, 1953, as amended, I gave not less than twenty-four (24) hours public notice of the agenda, date, time and place of the May 11, 2021, public meeting held by the City Council of the City (the "City Council") as follows:

(a) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be delivered to the Standard Examiner on May __, 2021, at least twenty-four (24) hours prior to the convening of the meeting; and

(b) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted on the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2021 Annual Meeting Schedule for the City Council (attached hereto as Schedule 2) was given specifying the date, time, and place of the regular meetings of the City Council to be held during the year, by causing said Notice to be (a) posted on _____, at the principal office of the City Council, (b) provided to at least one newspaper of general circulation within the City on _____, and (c) published on the Utah Public Notice Website (<http://pmn.utah.gov>) during the current calendar year.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this May 11, 2021.

(SEAL)

By: _____
City Recorder

SCHEDULE 1

NOTICE OF MEETING

SCHEDULE 2
ANNUAL MEETING SCHEDULE

(attach Proof of Publication of
Notice of Public Hearing and Bonds to be Issued)

EXHIBIT B

FORM OF INDENTURE

(See Transcript Document Nos. __ and __)

EXHIBIT C

FORM OF BOND PURCHASE AGREEMENT

(See Transcript Document No. ____)

EXHIBIT D

FORM OF PRELIMINARY OFFICIAL STATEMENT

(See Transcript Document No. ____)

EXHIBIT E

FORM OF CERTIFICATE OF AWARD

(See Transcript Document No. ____)



STAFF REPORT

To: Mayor Shepherd and City Council Members
From: Rich Knapp, Finance Manager
Meeting Date: May 11, 2021
Subject: Reimbursement Resolution for Potential 2021 Utility Bonds - Infrastructure

Recommended Action

Approve Resolution 2021R-09 of the City Council of Clearfield, Utah declaring its intention to issue its revenue bonds to be used to finance issuer utility infrastructure improvements and all related improvements, in the principal amount of not to exceed \$10,000,000; and related matters; and authorize the Mayor's signature to any necessary documents.

Description / Background

In our FY22 budget discussions, we've talked about the imminent need to bond for capital projects in our utilities. Some of these projects are already in design, and others are about ready for construction. A reimbursement resolution allows a municipality to reimburse itself with tax exempt bond money. Without declaring its intent to do so, the City would be able to be reimbursed but only with taxable bond money. The reimbursement resolution does not commit a municipality to sell bonds, but it provides the City with a tax advantage if they elect later to do so.

Expenses allowed to be reimbursed would include project costs potentially intended to be financed with bonds incurred 60 days prior to approval of a reimbursement resolution and anything incurred after the resolution with some IRS limitations and exceptions.

Hedgehog Analysis

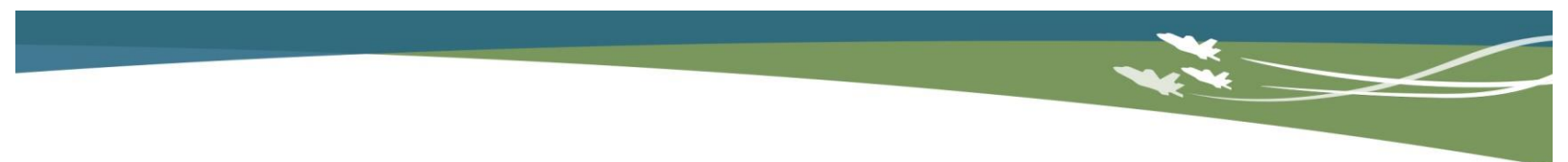
This resolution is legally required in order to capture all project monies as tax exempt eligible. The projects to be financed were not scored for this item.

Corresponding Policy Priorities

Provide quality municipal services via infrastructure.

Fiscal Impact

The option to use tax exempt debt will reduce the cost of borrowing for near term projects. The exact amount needed for current projects is not known yet.



Schedule / Time Constraints

Some projects that will utilize bond proceeds have already began and others will begin soon. Approving this resolution soon is important.

Alternatives

Pay for current project expense with taxable dollars.

Attachment

Resolution 2021R-09

Clearfield City, Utah

May 11, 2021

The City Council (the “Council”) of Clearfield City, Utah (the “City”), met in regular public session at the regular meeting place of the Council in Clearfield City, Utah, on May 11, 2021, at the hour of 7:00 p.m., with the following members of the Council being present:

Mark Shepherd	Mayor
Kent Bush	Councilmember
Nike Peterson	Councilmember
Vern Phipps	Councilmember
Tim Roper	Councilmember
Karece Thompson	Councilmember

Also present:

JJ Allen	City Manager
Nancy Dean	City Recorder

Absent:

After the meeting had been duly called to order and after other matters not pertinent to this resolution had been discussed, there was presented to the Council a Certificate of Compliance with Open Meeting Law with respect to this May 11, 2021 meeting, a copy of which is attached hereto as Exhibit A.

The following resolution was then introduced in writing, was fully discussed, and pursuant to motion duly made by Councilmember _____ and seconded by Councilmember _____, adopted by the following vote:

Those voting AYE:

Those voting NAY:

The resolution was then signed by the Mayor. The resolution is as follows:

:

RESOLUTION 2021R-09

A RESOLUTION OF THE CITY COUNCIL OF CLEARFIELD CITY, UTAH (THE “ISSUER”), DECLARING ITS INTENTION TO ISSUE ITS REVENUE BONDS TO BE USED TO FINANCE ISSUER UTILITY INFRASTRUCTURE IMPROVEMENTS AND ALL RELATED IMPROVEMENTS, IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$10,000,000; AND RELATED MATTERS.

WHEREAS, pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended (the “Act”), the City Council (the “Council”) of Clearfield City, Utah (the “Issuer”), is authorized to issue revenue bonds for the municipal purposes set forth in the Act; and

WHEREAS, the Issuer has determined that it would be in furtherance of the purpose of the Issuer and the Act to issue not more than Ten Million Dollars (\$10,000,000) of Revenue Bonds, Series 2021 (the “Series 2021 Bonds”) to finance Issuer utility infrastructure improvements and all related improvements (the “Project”); and

WHEREAS, the Issuer desires to issue the Series 2021 Bonds and to use proceeds of such Series 2021 Bonds to reimburse itself for expenditures incurred by the Issuer and relating to for costs of the Project, in an amount not to exceed \$10,000,000.

NOW THEREFORE, BE IT RESOLVED by the City Council of Clearfield City, Utah, as follows:

Section 1. All terms defined in the foregoing recitals hereto shall have the same meanings when used herein.

Section 2. Declaration of Official Intent to Finance Capital Expenditures; Maximum Authorized Debt. Issuer hereby declares its intention and reasonable expectation to use proceeds of tax-exempt bonds to reimburse itself for expenditures for costs of the Project. The bonds are to be issued, and the reimbursements made, by the later of 18-months after the payment of the costs or after the Project is placed in service, but in any event, no later than three years after the date the original expenditure was paid. The maximum principal amount of the bonds which will be issued to finance the Project is not expected to exceed \$10,000,000.

Section 3. Nature of Project Costs. The costs of the Project consist entirely of capital expenditures or costs of issuance of the bonds, and no cost of the Project to be reimbursed with the proceeds of the bonds is a cost of working capital.

Section 4. Incidental Action. The Mayor and appropriate officers of the Issuer are hereby authorized and directed to take or approve the taking of such actions as may be

necessary or appropriate in order to preserve the ability of the Issuer to facilitate the financing of the Project in accordance with the federal tax regulations and this Resolution.

Section 5. No Replacement Proceeds. The Issuer will not, at any time within one year after any allocation of proceeds of the bonds to reimburse any expenditure, use the reimbursed funds to create a sinking fund for any issue of tax-exempt bonds, or to otherwise replace the proceeds of any issue of tax-exempt bonds.

Section 6. Effective Date; Repeal. This Resolution shall take effect immediately. All prior resolutions or portions thereof inconsistent herewith are hereby repealed.

APPROVED AND ADOPTED by the City Council of Clearfield City, Utah, on
this May 11, 2021.

CLEARFIELD CITY, UTAH

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

I, Nancy Dean, the duly qualified and acting City Recorder of Clearfield City, Utah (the “Issuer”) do hereby certify according to the records of the City Council of the Issuer (“Council”) in my possession that the foregoing constitutes a true, correct, and complete copy of the proceedings of the regular meeting of the Council held on May 11, 2021, as it pertains to a resolution (the “Resolution”) adopted by the Council at said meeting, as said minutes and Resolution are officially of record in my possession.

IN WITNESS WHEREOF, I have hereunto subscribed my signature and impressed hereon the official seal of the Issuer this May 11, 2021.

(SEAL)

By: _____
City Recorder

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, Nancy Dean, the duly qualified and acting City Recorder of Clearfield City, Utah (the "Issuer"), do hereby certify, according to the records of the Issuer in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 52-4-202, Utah Code Annotated 1953, as amended, I gave not less than twenty-four (24) hours public notice of the agenda, date, time, and place of the May 11, 2021, public meeting held by the City Council of the Issuer (the "Council") as follows:

(a) By causing a Notice, in the form attached hereto as Schedule 1, to be posted at the Issuer's principal offices on May __, 2021, at least twenty-four (24) hours prior to the convening of the meeting, said Notice having continuously remained so posted and available for public inspection until the completion of the meeting.

(b) By causing a Notice, in the form attached hereto as Schedule 1, to be delivered to the Standard Examiner, a newspaper of general circulation within the Issuer, on May __, 2021, at least twenty-four (24) hours prior to the convening of the meeting, and to each local media correspondent requesting notice of the Council's meetings.

(c) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be published on the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the 2021 Notice of Annual Meeting Schedule for the Council (attached hereto as Schedule 2) was given specifying the date, time and place of the regular meetings of the Council to be held during the year, by causing said Notice to be (i) posted on _____ at the principal office of the Issuer, (ii) provided to at least one newspaper of general circulation within the geographic jurisdiction of the Issuer on _____ and (iii) published on the Utah Public Notice Website (<http://pmn.utah.gov>) during the current calendar year.

IN WITNESS WHEREOF, I have hereunto subscribed my signature this May 11, 2021.

(SEAL)

By: _____
City Recorder

SCHEDULE 1

NOTICE OF MEETING SCHEDULE

SCHEDULE 2

NOTICE OF ANNUAL MEETING SCHEDULE



STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Brad McIlrath, Senior Planner

MEETING DATE: Tuesday, May 11, 2021

SUBJECT: Discussion and Possible Action on **FSP 2021-020027**, a final subdivision plat request by Shelly Eskelson for a 9-Lot single-family subdivision at the subject location. **Location:** 50 West 200 South (TIN's: 12-020-0062). **Parcel Area:** 1.5 acres. **Zone:** R-1-6 (Residential). **Planner:** Brad McIlrath (**Administrative Action**).

PLANNING COMMISSION RECOMMENDATION

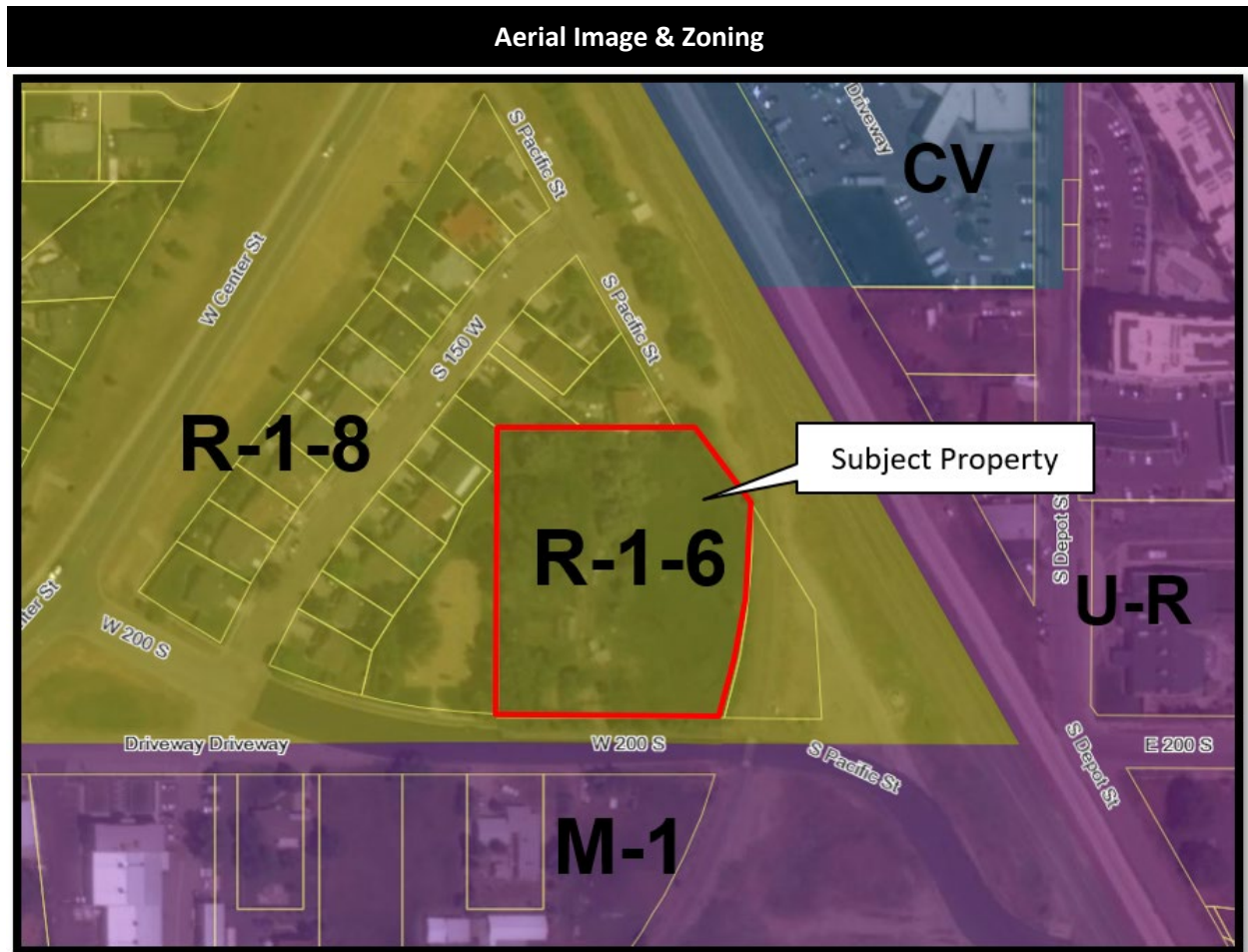
On April 7, 2021, the Planning Commission forwarded a recommendation of **APPROVAL** to the City Council for **FSP 2021-020027**, a final subdivision plat request by Shelly Eskelson for a 9-Lot single-family subdivision for the property located at 50 West 200 South (TIN: 12-020-0062).

PROJECT SUMMARY

Project Information	
Project Name	Weaver Meadows Subdivision
Site Location	50 West 200 South
Tax ID Number	12-020-0062
Applicant	Shelly Eskelson
Owner	Kyle Weaver
Proposed Actions	Final Subdivision Plat Approval
Current & Proposed Zoning	R-1-6
General Plan Land Use Classification	Residential
Gross Site	1.5 Acres

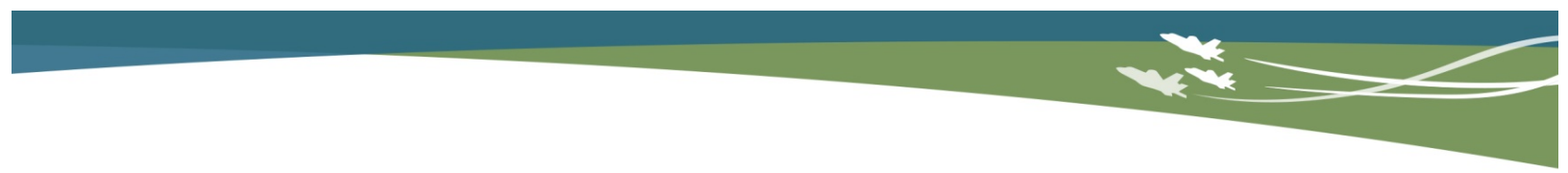
Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Residential Single-Family	R-1-8 (Residential)	Residential
East	Union Pacific Railway	N/A	N/A
South	Residential Single-Family & Industrial	M-1 (Manufacturing)	Business Park

West	Residential Single-Family & Hamblin Park	R-1-8 (Residential)	Residential
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DESCRIPTION/BACKGROUND

The applicant is requesting final subdivision plat approval to subdivide the property for a 9-Lot single-family subdivision. Preliminary subdivision plat approval was granted by the Planning Commission on April 1, 2020. The proposed subdivision will have a public residential street that will connect to 200 South. Along the west side of the subdivision is Hamblin Park and on the east side is a Union Pacific Railroad spur line that connects to the Freeport Center. It will be necessary to loop the water line to improve water quality, flow, and pressure for the subdivision. To loop the water line located in 200 South and connect it to the water line in 150 West, the subdivision will be provided with a fifteen foot (15') public utility easement (PUE) that is shared between Lots 3 & 4.



Lot Area, Frontage, and Setback Regulations

The R-1-6 Zone requires that each lot have a minimum area of 6,000 square feet, a lot width of sixty feet (60') for an interior lot and seventy feet (70') for corner lots, with a minimum lot frontage of fifty feet (50'). The difference between the frontage requirement and width requirement is that frontage is measured at the front property line and the width is measured at the front setback line. All the proposed lots comply with the minimum required lot area of the R-1-6 Zone. Lots 5 & 6 have lot frontages of less than fifty feet (50') at roughly forty-four feet seven inches (44'7") each. All the lots in the subdivision comply with the minimum width requirements, but lots 5 & 6 will need to be revised to provide a minimum of fifty-feet (50') of property frontage as required by code.

The R-1-6 Zone requires the following building setbacks:

Front Yard: Twenty feet (20')

Side Yard: Six feet (6')

Side Yard, Corner Lots: Twenty feet (20')

Rear Yard: Twenty feet (20')

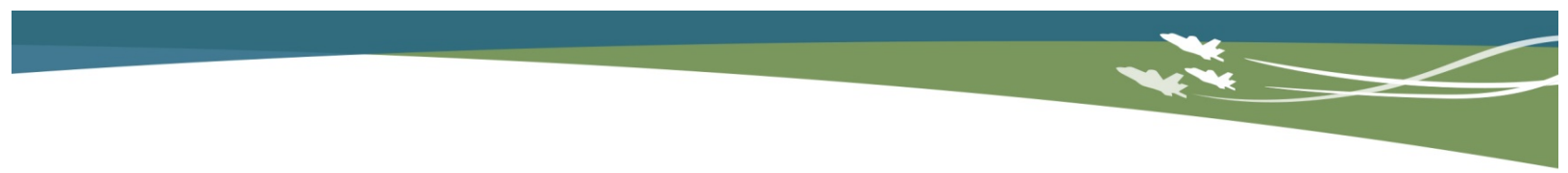
The lots comply with the minimum setbacks required for the R-1-6 Zone.

Roadway Design and Access

As outlined in the Public Works Construction and Development Standards as well as the Subdivision Ordinance (Title 12), a residential street is required to have a right-of-way width of sixty feet (60'). The residential street includes a road width from top back of curb to top back of curb of forty-one feet (41'), a four and a half foot (4 1/2') park strip, and a four foot (4') wide sidewalk. The proposed street complies with these standards. The cul-de-sac or street bulb as referred to in ordinance, is required to have minimum radius of fifty feet (50'). The proposed cul-de-sac meets this standard.

Railroad Buffer Fencing

As required in development standard K of the Street Improvement standards of the Subdivision Ordinance (12-9-7K), a six foot (6') tall non-climbable fence must be installed, "along all open ditches, canals or waterways, nonaccess streets, open reservoirs or bodies of water, railroad right-of-way and other such features of potentially hazardous nature." Due to the grade change from the railroad spur and the subject property (subject property lower than railroad), the applicant may need to install a retaining wall to ensure that the railroad right-of-way land does not settle onto the future lots and create a hazard for the residents and the railroad. Based upon this standard, a six foot (6') non-climbable fence will need to be installed along the east property line of lots 5-9.



General Plan and Zoning

The parcel included in the proposed subdivision is designated as residential in the General Plan along with the residential properties to the north and west. With conditions, the proposed subdivision will conform to the development standards of the R-1-6 zone.

FINAL SUBDIVISION PLAT REVIEW

The final subdivision plat, including the civil drawings was submitted for review by City Planning, Engineering, and Public Works staff. Resubmittal of the plans to address comments and to obtain final land use approval will be required following City Council approval. The Clearfield City Engineer has reviewed the plat and plans. Comments were provided in the attached review letter dated March 26, 2021. As required by ordinance, the applicant previously submitted a Geotechnical report for review by the City Engineer. Due to the high-water table on this property, the applicant submitted a revised Geotechnical report that addressed the building foundations of the future homes as well as imported soil to address the water issues. The report was provided shortly before the drafting of this report and has been forwarded to the City Engineer for review. The North Davis Fire District has reviewed the plat and plans and provided comments in the attached review letter dated March 22, 2021.

PUBLIC COMMENT

A public notice sign was posted on March 26, 2021 along the 200 South frontage. As of the date of this report, staff has not received comment regarding this subdivision request prior to the Planning Commission meeting or the Council meeting.

CORRESPONDING POLICY PRIORITY (IES)

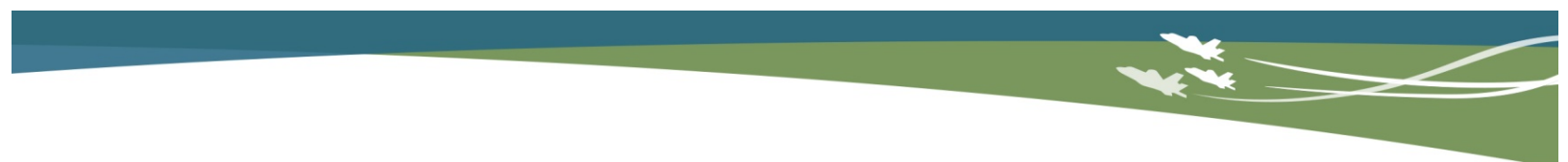
The proposed subdivision will improve *Clearfield's Image, Livability, and Economy* by providing additional single-family residential uses and an improvement to an underdeveloped property. The Zoning designation for the residential property is consistent with the surrounding uses and will contribute to the image of the City.

FISCAL IMPACT

None

ALTERNATIVES

None



CONDITIONS OF APPROVAL

- 1) Plans shall be revised to address Clearfield City Engineering requirements prior to the resubmittal of the plat and plans for final land use approval.
- 2) Lots 5 & 6 shall be revised to have a minimum frontage width of fifty feet (50') as required by ordinance.
- 3) A six foot (6') tall non-climbable fence shall be installed along the railroad right-of-way as required by ordinance.
- 4) If a retaining wall for the grade change is necessary, the wall shall be engineered and constructed in accordance with approved engineering and construction standards.
- 5) 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, sidewalks, landscaping park strip improvements, driveways, etc.
- 6) An Escrow agreement will be subject to approval by the City Engineer and City Attorney and an escrow account shall be established prior to obtaining any permits being issued for the properties or plat being recorded. Installation of required improvements or an escrow account shall be established prior to recordation of the Final Plat as outlined in 12-4-6.

LIST OF ATTACHMENTS

1. Preliminary Subdivision Plat and Improvement Plans
2. Engineering Review Letter dated 26 March 2021
3. North Davis Fire District Review Letter dated 22 March 2021

GENERAL NOTES

- EXISTING IMPROVEMENTS ARE SHOWN AS ACCURATELY AS POSSIBLE ACCORDING TO AVAILABLE INFORMATION. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY THE LOCATION AND ELEVATION OF ALL UTILITIES WHETHER SHOWN OR NOT SHOWN ON THE PLANS.
 - IT IS ASSURED THAT THE EXISTING SANITARY SEWER AND STORM WATER SYSTEMS ARE ALREADY INSTALLED AS SHOWN. VISIBLE MANHOLES FOR EACH HAVE BEEN LOCATED AND SHOWN. THE LOCATION OF BURIED LATERAL LINES HAVE NOT BEEN IDENTIFIED. APPROPRIATE MODIFICATIONS TO THE LOCATIONS OF THE NEW UTILITIES MAY BE NECESSARY SHOULD EXISTING BURIED UTILITIES BE FOUND TO INTERFERE WITH THE DESIGN LOCATION. SHOULD SUCH MODIFICATIONS BE NECESSARY THE DESIGN ENGINEER AND/OR CITY ENGINEER SHALL IMMEDIATELY NOTIFIED FOR APPROVAL OF ANY REQUIRED MODIFICATIONS OR CHANGES.
 - THE CONTRACTOR SHALL PROTECT CITY INFRASTRUCTURE AND PRIVATE PROPERTY FROM UN-NECESSARY DAMAGE. SHOULD IT BE NECESSARY TO CUT, BREAK, REMOVE, OR DAMAGE ANY OF THE EXISTING IMPROVEMENTS WHICH ARE NOT PLANNED TO BE REMOVED OR ALTERED THE CONTRACTOR SHALL REPAIR, REPLACE, OR CONSTRUCT NEW IMPROVEMENTS IN ACCORDANCE WITH CITY REQUIREMENTS AT THE EXPENSE OF THE CONTRACTOR.
 - ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND SPECIFICATIONS. ANY DEVIATION FROM THOSE STANDARDS SHALL BE APPROVED IN ADVANCE OF CONSTRUCTION BY THE CITY ENGINEER AND/OR DESIGN ENGINEER.
 - AT THE TIME OF CONSTRUCTION, THE CITY MAY DETERMINE, BASED ON PROFESSIONAL EXPERIENCE AND JUDGMENT AND AT ITS SOLE DISCRETION, THE NEED FOR THE OWNER/DEVELOPER TO PAY FOR, REMOVE, AND REPLACE ANY EXISTING SUBSTANDARD IMPROVEMENTS WHERE THE NEW IMPROVEMENTS TIE TO THE EXISTING IMPROVEMENTS.
 - TRAFFIC AND PEDESTRIAN CONTROL DEVICES, SIGNS, OR BARRIERS SHALL BE INSTALLED ACCORDING TO THE LATEST MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.).
 - THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE SITE CONDITIONS AND SAFETY HAZARDS BEFORE AND DURING CONSTRUCTION ACTIVITIES AND COMPLY WITH THE APPROPRIATE PUBLIC SAFETY AND O.S.H.A. STANDARDS.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR AND OBTAIN ALL LICENSES OR PERMITS REQUIRED FOR CONSTRUCTION ACTIVITIES FOR COMPLETION OF THE PROJECT.
 - THE CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR THE JOB SITE, WORKING CONDITIONS, SAFETY OF ALL PERSONS AND PROPERTY, BOTH PUBLIC AND PRIVATE, DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT. THE CONTRACTOR SHALL HOLD HARMLESS, DEFEND, AND INDEMNIFY THE OWNER, DEVELOPER, PROJECT ENGINEER/DESIGN FIRM, AND SURVEYOR/SURVEYING FIRM FROM ANY LIABILITY IN CONNECTION WITH THE WORK ACTIVITIES OF THIS PROJECT.
 - CONSTRUCTION STAKING FOR CURB, GUTTER, AND LOT CORNERS SHALL BE PROVIDED OR INSTALLED BY THE OWNER/DEVELOPER'S SURVEYOR AT THE DEVELOPERS EXPENSE. FOR ANY CONSTRUCTION STAKING REQUESTED BY THE CONTRACTOR OUTSIDE OF THE INITIAL SURVEY STAKES AS PROVIDED SHALL BE AT THE CONTRACTORS EXPENSE AND THE SURVEYOR REQUIRES 48 HOURS NOTICE FOR SUCH REQUESTS.
 - THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE DESIGN ENGINEER IN THE EVENT THAT AMBIGUITIES EXIST IN THE PLANS OR DESIGN CHANGE REQUESTS ARE MADE. WORK ON CHANGE ITEMS THAT HAVE BEEN BROUGHT TO THE ATTENTION OF THE DESIGN ENGINEER SHALL STOP AND CONTINUE ONLY WHEN THE CONTRACTOR HAS BEEN PROVIDED A SOLUTION AND/OR REVISED PLANS AND/OR CITY APPROVAL AS THE CASE MAY REQUIRE.
 - THE CONTRACTOR SHALL MAINTAIN A NEATLY MARKED AND DETAILED SET OF RECORD DRAWINGS THAT SHOW ANY DEVIATIONS IN CONSTRUCTION FROM THOSE AS DESIGNED. A LIST OF MATERIAL SUBSTITUTIONS SHALL ALSO BE MAINTAINED. A COPY OF THESE DRAWINGS SHALL BE PROVIDED TO THE DESIGN ENGINEER AND THE CITY UPON REQUEST AND AT THE COMPLETION OF THE PROJECT.
 - THE CONTRACTOR SHALL INSTALL THE UTILITY SERVICE LINES WITH REQUIRED SEPARATIONS FROM OTHER UTILITIES AS DESIGNED OR AS DIRECTED BY THE CITY, DISTRICTS, AGENCIES OR UTILITY SERVICE PROVIDER.
 - ALL TRENCHING AND EXCAVATION ACTIVITIES SHALL COMPLY WITH CITY, O.S.H.A. OR THE APPROPRIATE AGENCIES JURISDICTION OVER WORK BEING DONE WITHIN THEIR RIGHT OF WAY OR PROJECT AREA.
 - SERVICE CONNECTIONS OF NEW UTILITY LINES SHALL NOT BE ALLOWED UNTIL THE CITY, AGENCY, DISTRICT OR COMPANY IN CHARGE OF THE UTILITY HAS PROVIDED WRITTEN APPROVAL.
 - ALL UTILITIES THAT ARE INSTALLED UNDERGROUND SHALL BE PROPERLY INSTALLED PRIOR TO THE INSTALLATION OF CURB, GUTTER, SIDEWALK AND ROAD SURFACES. ALL TRENCHES EXCAVATED DURING THE INSTALLATION OF EXISTING UTILITIES OR DURING THE REMOVAL OF EXISTING UTILITIES SHALL BE COMPACTED SO THAT THE NEW CURB, GUTTER, SIDEWALK, AND ROAD SURFACES DO NOT SETTLE OR CAUSE DAMAGE TO NEW INSTALLATIONS.
- 17. SECONDARY WATER:**
SEWER LATERALS: NO SECONDARY WATER IN THIS PROJECT.
- 18. NATURAL GAS:**
18.1. AVAILABLE GAS SERVICES ARE UNDERGROUND IN THIS AREA. AT THE TIME OF THE FIELD SURVEY THERE WERE NO BLUE STAKE MARKINGS FOR GAS LINES IN THE EXISTING ROADS OR ON THE SUBJECT PROPERTY. THE CONTRACTOR SHALL BE RESPONSIBLE TO ASCERTAIN THE LOCATION AND DEPTH OF ANY AND ALL EXISTING GAS SERVICE LINES TO PREVENT DAMAGE OR LOSS OF SERVICE. SHOULD IT BE FOUND THAT THE LOCATION OF EXISTING GAS SERVICE LINES WILL INTERFERE WITH THE PROJECT DESIGN, THE DESIGN ENGINEER SHALL BE IMMEDIATELY NOTIFIED AND WORK STOPPED UNTIL A RESOLUTION IS REACHED.- THE INSTALLATION AND LOCATION OF THE NEW GAS SERVICE SHALL BE UNDER THE DIRECTION OF DOMINION ENERGY AND ARE NOT SHOWN ON THESE PLANS. SHOULD THE CONTRACTOR BE AUTHORIZED BY DOMINION ENERGY TO PROVIDE CONSTRUCTION AND/OR MATERIALS RELATED TO THIS PROJECT SUCH SHALL BE DONE IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS OF DOMINION ENERGY. ANY EXPENSES INCURRED THROUGH SUCH ACTIVITIES SHALL BILLED SEPARATELY AND ARE NOT PART OF THIS CONTRACT.
- THE CONTRACTOR SHALL HAVE EMERGENCY CONTACT NUMBERS FOR DOMINION ENERGY IN THE EVENT OF A RUPTURE OF THE EXISTING GAS SERVICE AND SHALL IMMEDIATELY STOP ALL WORK AND SHUT DOWN OR EXTINGUISH ALL SOURCES OF IGNITION AND NOTIFY THE PROPER AGENT IN THE EVENT OF A GAS LEAK OR DAMAGE TO THE EXISTING PIPE.
- GAS SERVICE IS TO BE BROUGHT TO EACH LOT AS REQUIRED DURING THE CONSTRUCTION ACTIVITIES RELATED TO THIS PROJECT SO THAT NEW CURB & GUTTER, ROAD FACILITIES AND UTILITIES ARE NOT DAMAGED DURING INSTALLATION. NO DEBRIS, SILT, OR GROUNDWATER ARE ALLOWED TO ENTER THE PIPE DURING CONSTRUCTION. ALL OPEN ENDS OF PIPE ARE TO BE COVERED AND PROPERLY SEALED TO PREVENT SUCH INFILTRATION AT THE END OF EACH WORK ACTIVITY AND/OR AT THE END OF EACH DAY.

19. CULINARY WATER:
19.1. TESTING AND DECONTAMINATION OF WATER LINES SHALL BE FURNISHED BY CONTRACTOR IN ACCORDANCE WITH CITY STANDARDS AND REQUIREMENTS.- ALL WORK MATERIALS ON CULINARY WATER SYSTEMS SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND CONSTRUCTION REQUIREMENTS.
- THE PRECISE LOCATION OF THE EXISTING CULINARY WATER LINES ARE NOT KNOWN. IT IS ASSUMED THAT THE EXISTING CULINARY WATER LINE(S) RUN AS SHOWN, HOWEVER, THE LOCATION SHOWN IS FROM VALVE LOCATIONS AND OTHER UTILITY DRAWINGS AND MAY BE APPROXIMATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATION AND DEPTH OF THE LINE(S) AS NEEDED TO PROPERLY TIE TO THE EXISTING LINES.
- WATER LATERALS SHALL BE INSTALLED FROM THE MAIN LINE TO THE TERMINAL POINT AT THE BACK OF THE PROPERTY LINE AND/OR AS SHOWN AND AT A MINIMUM OF 10 FOOT SEPARATION AND AN ELEVATION EQUAL TO OR ABOVE THE SEWER LATERALS OR SEWER MAINS.
- WATER METERS ARE TO BE INSTALLED IN ACCORDANCE WITH CITY STANDARDS AND REQUIREMENTS. THE SIZE AND TYPE OF METER IS SPECIFIED IN THE DETAIL SHEETS OF THIS SET OF PLANS.
- CULINARY WATER SERVICE LATERALS MUST BE COPPER PER THE CITY "CONSTRUCTION STANDARDS".
- A MINIMUM OF FOUR FEET OF COVER IS REQUIRED OVER ALL NEW WATER LINES BELOW THE SURFACE OF FINISH GRADE ON THE LOTS OR UNDER ASPHALT.
- ALL MATERIALS WHICH MAY CONTACT DRINKING WATER, INCLUDING BUT NOT LIMITED TO PIPES, GASKETS, LUBRICANTS AND O-RINGS, SHALL BE NSF-61 CERTIFIED AS MEETING THE REQUIREMENTS OF NSF STANDARD 61, DRINKING WATER SYSTEMS COMPONENTS - HEALTH EFFECTS. TO PERMIT FIELD VERIFICATION OF THIS CERTIFICATION, ALL SUCH COMPONENTS SHALL BE APPROPRIATELY STAMPED WITH THE NSF LOGO.
- PIPES AND PIPE FITTINGS SHALL BE "LEAD FREE" IN ACCORDANCE WITH SECTION 1417 OF THE FEDERAL SAFE DRINKING WATER ACT.
- ALL PIPE FITTINGS MUST INCLUDE RESTRAINED JOINT CONNECTORS ON ALL BEND(S), TEE(S), AND VALVE(S) SHALL UTILIZE "BLUE BOLDS".

- WHERE CULINARY WATER SYSTEMS AND THE SEWER LINES CROSS, THERE SHALL BE A MINIMUM SEPARATION OF 18 INCHES BETWEEN PIPES. THE WATER PIPES BEING ABOVE THE SEWER LINE IF AT ALL POSSIBLE. DEVIATIONS FROM THIS REQUIREMENT MAY BE ALLOWED WITH PRIOR CITY APPROVAL, BUT MAY REQUIRE ADDITIONAL NOTARY SEWER AND MATERIALS OR INSTALLATION REQUIREMENTS TO ENSURE THAT CROSS CONTAMINATION WILL NOT OCCUR.
 - WHERE THE WATER AND SEWER LINES CROSS NO WATER PIPE JOINT IS ALLOWED WITHIN 10 FEET OF THE SEWER LINE. THE WATER LINE JOINTS IMMEDIATELY EACH SIDE OF THE CROSSING SHALL BE SECURED WITH "MEGALUG" TYPE OR APPROVED EQUAL JOINT LOCKS.
 - NO DEBRIS, SILT, OR GROUNDWATER ARE ALLOWED TO ENTER THE PIPE DURING CONSTRUCTION. ALL OPEN ENDS OF PIPE ARE TO BE COVERED AND PROPERLY SEALED TO PREVENT SUCH INFILTRATION AT THE END OF EACH WORK ACTIVITY AND/OR AT THE END OF EACH DAY.
- 20. FIRE HYDRANTS:**
20.1. ALL FIRE HYDRANT MATERIALS, WORK AND INSTILLATION SHALL CONFORM TO CULINARY WATER SAFE DRINKING WATER STANDARDS AND/OR NOTES AS CONTAINED HEREIN.- THE INSTALLATION OF ALL FIRE HYDRANTS SHALL BE VERTICAL AS REQUIRED BY THE CITY STANDARDS.

22. ASBESTOS:
22.1. CONTRACT DOCUMENTS FOR THIS PROJECT HAVE BEEN PREPARED IN ACCORDANCE WITH GENERALLY ACCEPTED PROFESSIONAL ARCHITECTURAL AND ENGINEERING PRACTICES. ACCORDINGLY, NO ASBESTOS OR PRODUCTS CONTAINING ASBESTOS HAVE BEEN KNOWINGLY SPECIFIED FOR THIS PROJECT. NOTIFY ENGINEER IMMEDIATELY FOR INSTRUCTIONS IF:- 22.1.1. MATERIALS CONTAINING ASBESTOS ARE BROUGHT TO SITE FOR INCLUSION IN THE WORK.
- 22.1.2. ASBESTOS MATERIAL ARE ENCOUNTERED IN EXISTING STRUCTURES UPON WHICH WORK IS BEING DONE OR ON SITE.
- 22.1.3. AT THE ENGINEER'S DIRECTION AND WITH OWNER'S APPROVAL, A CERTIFIED ASBESTOS INSPECTOR WILL COLLECT SAMPLES AND AN INDEPENDENT TESTING LABORATORY WILL PERFORM TESTING PROCEDURES ON SUSPECT MATERIALS.
- 22.2. SHOULD MITIGATION BE REQUIRED ALL WORK ACTIVITIES SHALL STOP UNTIL THE HAZARD IS PROPERLY CLEANED, REMOVED, OR MITIGATED AND THE CITY ISSUES A WRITTEN NOTICE TO PROCEED WITH REGULAR CONSTRUCTION ACTIVITIES.

23. SEWER LINES:
23.1. SEWER LINES ARE EXISTING ON THIS PROJECT, HOWEVER, IN THE EVENT THAT IT IS FOUND THAT NEW LINES OR LATERALS ARE MISSING IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO NOTIFY THE OWNER/DEVELOPER AND ENGINEER TO DETERMINE APPROPRIATE METHOD OF INSTALLATION OR COMPLETION. SHOULD SUCH BE NECESSARY THE FOLLOWING NOTES SHALL APPLY IN ADDITION TO BEING REQUIRED FOR LINES OR SERVICE LINES AS REQUIRED AS PART OF THIS PROJECT DESIGN.- TESTING OF SEWER LINES SHALL BE FURNISHED BY CONTRACTOR IN ACCORDANCE WITH THE DISTRICT STANDARDS AND REQUIREMENTS AND SHALL BE PRESSURE TESTED TO WITHHOLD 5 PSI OR AS REQUIRED BY THE SEWER DISTRICT.
- ALL WORK AND MATERIALS ON SEWER SYSTEMS SHALL BE IN ACCORDANCE WITH DISTRICT AND/OR CITY STANDARDS AND CONSTRUCTION REQUIREMENTS.
- THE PRECISE LOCATION OF THE EXISTING SEWER LINES OR LATERALS ARE NOT KNOWN. IT IS ASSUMED THAT THE SEWER LINE RUNS BETWEEN EACH MANHOLE SHOWN AND/OR SURVEYED AND AT A CONSTANT GRADE, HOWEVER, THE CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND INVERT ELEVATIONS OF EXISTING MANHOLES AND OTHER UTILITIES BEFORE STAKING OR CONSTRUCTING ANY NEW SEWER LINES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATION AND DEPTH OF THE LINE(S) AS NEEDED TO PROPERLY TIE LATERALS TO THE EXISTING LINE(S).
- SEWER LATERALS SHALL BE INSTALLED WITH A MINIMUM 2% GRADE FROM THE MAIN LINE TO THE TERMINAL POINT AT THE BACK OF THE PROPERTY LINE AS SHOWN OR DIRECTED BY THE ENGINEER AND AT A MINIMUM OF 10 FOOT SEPARATION HORIZONTALLY AND AT AN ELEVATION A MINIMUM OF 18" BELOW ANY WATER LATERALS UNLESS MODIFICATIONS TO THE DESIGN DRAWINGS ARE NECESSARY TO INSTALL THE UTILITIES. ANY CHANGES OR DEVIATIONS SHALL REQUIRE STOPPED WORK ACTIVITIES, NOTIFY IF SHOWN AND NOTED ON THESE PLANS OR IF A CHANGE ORDER IS REQUIRED BY THE CITY OR DISTRICT.
- GRADE BREAKS OTHER THAN THOSE INCLUDED IN THIS DESIGN IN THE SEWER LINE ARE NOT PERMITTED EXCEPT AT AN APPROVED MANHOLE OR CLEAN OUT AND ONLY AFTER PRIOR APPROVAL BY THE CITY OR THE DESIGN ENGINEER.
- NO DEBRIS, SILT, OR GROUNDWATER ARE ALLOWED TO ENTER THE PIPE DURING CONSTRUCTION. ALL OPEN ENDS OF PIPE ARE TO BE COVERED AND PROPERLY SEALED TO PREVENT SUCH INFILTRATION AT THE END OF EACH WORK ACTIVITY AND/OR AT THE END OF EACH DAY.
- SEWER LATERALS SHALL BE INSTALLED A MINIMUM OF 10 FEET AWAY FROM WATER LINES AND THE WATER METER LOCATION AS SHOWN OR REQUIRED BY THE DISTRICT AND/OR CITY.
- SEWER MANHOLES, CONES, LIDS AND JOINTS ARE TO BE INSTALLED AS DESIGNED. REQUIRED MANHOLES IS/ARE TO BE PRECAST CONSTRUCTION FROM A DISTRICT AND/OR CITY APPROVED PROVIDER.
- SHALLOW SEWER DEPTHS MAY BE A CONDITION OF THE EXISTING SEWER MAINS! CONTRACTOR DOING WORK ON FUTURE STRUCTURES (WHICH ARE NOT A PART OF THIS CONTRACT) SHALL VERIFY SEWER LATERAL DEPTH AND SET FOUNDATION ELEVATION TO PROVIDE ADEQUATE FALL INTO SEWER LATERAL. BUILDINGS WITH A BASEMENT MAY NOT HAVE SEWER SERVICE AVAILABLE FOR BASEMENT.

24. ROAD WORK AND TRENCHING:
24.1. TRENCHING AND CONNECTION WITHIN THE EXISTING ROADWAY WILL ONLY BE ALLOWED DURING DAYLIGHT HOURS. THE WORK AREA MUST BE SECURED BACKFILLED AND CLEANED PRIOR TO REMOVAL OF ANY TRAFFIC OR PEDESTRIAN CONTROL DEVICES.- OPEN TRENCHES OR HOLES LEFT OVER NIGHT SHALL BE COVERED WITH STEEL PLATES OF SUFFICIENT THICKNESS AND DESIGN TO CARRY HEAVY TRUCK TRAFFIC AND TRAFFIC CONTROL WARNING DEVICES SHALL BE PROPERLY INSTALLED TO MEET M.U.T.C.D. STANDARD DETAILS AND/OR CITY REQUIREMENTS.
- SAW CUT, REMOVE AND REPLACE EXISTING ASPHALT AS SHOWN AND, IF NECESSARY, ANY EXISTING CONCRETE CURB, GUTTER AND SIDEWALK TO FORM A VERTICAL JOINT FOR NEW ASPHALT AND CURB, GUTTER AND SIDEWALK TO MATCH NEAREST EXISTING JOINT AS SHOWN OR NOTED.
- THE TRENCHES AND HOLES LEFT OVER NIGHT ARE TO BE RECONSTRUCTED TO MATCH THE EXISTING ASPHALT, CURB AND GUTTER TO PROVIDE PROPER DRAINAGE.
- NO RECYCLED ROADBASE MAY BE USED IN THE TRENCH PATCHES.
- ELEVATIONS, CONTOURS AND OTHER NOTATIONS ARE TO FINISH GRADE SURFACES UNLESS OTHERWISE NOTED. THE CONTRACTOR IS RESPONSIBLE FOR NECESSARY ADJUSTMENTS TO PROPERLY CONSTRUCT THE PROJECT TO THE DESIGN ELEVATIONS.
- FILLS IN EXCESS OF 3 FEET SHALL BE COMPACTED TO 95% (95 PERCENT) MAXIMUM DRY DENSITY AS DETERMINED BY THE ASTM D-1557 STANDARDS IN 6 INCH LIFTS TO PREVENT ROAD SETTLEMENT. DOCUMENTATION OF SUCH TESTS SHALL BE PROVIDED TO THE CITY.
- SUBGRADE PREPARATION SHALL BE DONE TO A 95% (95 PERCENT) RELATIVE COMPACTION TO A MINIMUM DEPTH OF 6 INCHES BETWEEN THE BACK OF CURBS OR LIMITS OF ROAD CONSTRUCTION. DOCUMENTATION OF SUCH TESTS SHALL BE PROVIDED TO THE CITY.
- AGGREGATE SUB-GRADE MATERIAL (UNTREATED BASE COURSE) SHALL BE ENGINEERED GRANULAR BACKFILL MATERIAL OF GRADE ¾ INCH UNTREATED BASE COURSE OR AS APPROVED BY THE CITY ENGINEER AND SHALL BE FREE FROM ORGANIC AND DELETERIOUS MATERIALS.
- FINISH GRADE OF THE ROAD SHALL BE CONSTRUCTED TO WITHIN 0.10 FEET OF THE DESIGN GRADE. HOWEVER, IN NO CASE SHALL THE GRADE BE SO CONSTRUCTED THAT POSITIVE DRAINAGE OF THE ROAD SURFACE AND/OR CURBS IS NOT POSSIBLE. CURBS AND/OR PAVEMENT AREAS WHICH DO NOT MEET THE CITY REQUIREMENTS FOR PROPER DRAINAGE SHALL BE REMOVED AND REPLACED TO MEET THE DRAINAGE REQUIREMENTS AT THE CONTRACTORS EXPENSE.
- THE CONTRACTOR IS RESPONSIBLE TO PROVIDE HIS/HER OWN EARTH WORK QUANTITIES AS MAY BE REQUIRED BY THE OWNER OR PROJECT MANAGER AND MAY BE SUBJECT TO INDEPENDENT VERIFICATION AT THE CONTRACTORS EXPENSE.

- 25. UTAH DEPARTMENT OF TRANSPORTATION:**
25.1. NO UDOT CONTROLLED HIGHWAYS OR STREETS ARE PART OF THIS PROJECT.
- 26. FENCING:**
26.1. ANY REQUIRED FENCE MODIFICATIONS, REMOVAL OR REPLACEMENT WHICH ARE SHOWN OR NOTED ON THESE PLANS SHALL CONFORM TO THE FOLLOWING REQUIREMENTS.- ON CORNER LOTS ANY FENCE THAT IS OVER 6 FEET TALL NEAR STREETS ARE TO BE REMOVED WITHIN 30 FEET OF THE CORNER IN EACH DIRECTION AND REPLACED WITH A FENCE OF A HEIGHT, TYPE OR MATERIALS APPROVED BY THE CITY TO PROVIDE VISIBILITY FOR DRIVERS.
- ALL FENCE MATERIALS SHALL MEET CITY REQUIREMENTS FOR CONSTRUCTION PRACTICE OR MATERIAL DURABILITY.
- IN THE EVENT THAT THERE ARE RECORDED COVENANTS, CONDITIONS & RESTRICTIONS (CC&R's) FOR THIS SUBDIVISION WHICH HAVE SPECIFIC FENCING REQUIREMENTS THEY SHALL GOVERN.

27. SIDEWALKS:
27.1. SIDEWALKS SHALL BE INSTALLED PER THE DESIGN AND DETAIL REQUIREMENTS OF THIS PROJECT.- MATERIAL AND WORKSMANSHIP SHALL CONFORM TO THE REQUIREMENTS AND STANDARDS OF THE CITY.
- SIDEWALKS THAT ARE PART OF EITHER AN EXISTING DRIVEWAY OR NEW DRIVE WAY SHALL BE REPLACED OR INSTALLED TO MEET THE DRIVEWAY STANDARDS AND REQUIREMENTS.

28. PARK STRIP AREAS:
28.1. FINAL LANDSCAPING SHALL CONFORM TO CITY REQUIREMENTS BUT ARE NOT BE PART OF THIS PROJECT.- THE LANDSCAPING STRIP SHALL BE GRADED AND CONSTRUCTED IN A MANNER THAT WILL PROVIDE ADEQUATE DRAINAGE FROM THE NEW DRIVEWAY SURFACE IN SUCH A MANNER THAT THE NEW DRIVEWAY SHALL NOT BE UNDERMINED.
- WHILE PROFESSIONAL CARE HAS BEEN TAKEN IN THE DESIGN AND DUE CARE WILL BE TAKEN IN THE STAKING OR LAYOUT OF THE LANDSCAPING AREA BY THE DESIGN ENGINEER AND SURVEYOR, DUE TO THE INABILITY TO CONTROL THE RUNOFF FROM THE NEIGHBORS PROPERTY THE DESIGN ENGINEER OR SURVEYOR DO NOT PROVIDE ANY WARRANTY OR GUARANTEE REGARDING THE DESIGN OR STAKING OF THE LANDSCAPING AREA.

29. POWER:
29.1. THERE ARE NO POWER SERVICE LINES TO BE INSTALLED AS PART OF THIS SET OF PROJECT DESIGN DRAWINGS. ANY POWER SERVICE LINES SHALL BE INSTALLED UNDER THE DIRECTION OF THE POWER COMPANY.- POWER SERVICE IS TO BE BROUGHT TO EACH LOT WHILE CONSTRUCTION ACTIVITIES IN CONNECTION WITH THIS CONTRACT ARE UNDERWAY SO THAT NEW ROAD FACILITIES AND UTILITIES ARE NOT DAMAGED DURING INSTALLATION.
- THE POWER COMPANY SHALL BE COORDINATED WITH TO ENSURE THAT THEIR SERVICE LINES CAN BE INSTALLED DURING THIS PROJECT DURATION.
- THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF EXISTING UNDERGROUND POWER SERVICE LINES TO PREVENT DAMAGE. SHOULD DAMAGE OCCUR THE CONTRACTOR SHALL IMMEDIATELY STOP ALL CONSTRUCTION ACTIVITIES AND CONTACT AN APPROPRIATE REPRESENTATIVE OF THE POWER COMPANY AND/OR CITY ENGINEER.
- WHERE THERE ARE OVERHEAD POWER LINES ON OR NEAR THE WORK AREA OF THIS PROJECT PROPER SAFETY PRECAUTIONS ARE TO BE EMPLOYED DURING ANY WORK ACTIVITY.
- THE POWER COMPANY SAFETY STANDARDS FOR WORK BEING CONDUCTED IN THE PROXIMITY OF POWER FACILITIES SHALL BE COMPLIED WITH.

30. STORM DRAIN SYSTEMS:
30.1. THE INTENT OF THIS PROJECT IS TO PROVIDE ADEQUATE DRAINAGE TO EACH APPROPRIATE CATCH BASIN AS SHOWN OR NOTED. SHOULD DISCREPANCIES IN THIS INTENT BE FOUND ALL WORK RELATED TO THIS SYSTEM SHALL STOP AND THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE DESIGN ENGINEER. COMMENCEMENT OF WORK SHALL BEGIN AFTER THE DESIGN ENGINEER HAS AUTHORIZED SUCH AND A SOLUTION COMMUNICATED TO THE CONTRACTOR EITHER BY VERBAL, WRITTEN, OR IN THE FORM OF REVISED DRAWINGS.- IT MAY BE NECESSARY TO INFORM THE CITY OF DESIGN CONCERNS THAT MAY NEED REVISION AND IN THAT EVENT THE CITY ENGINEER SHALL BE CONSULTED FOR A CITY APPROVED SOLUTION.
- REQUIRED STORM DRAIN BOXES ARE TO BE PRECAST CONCRETE FROM CITY APPROVED PROVIDERS.
- REQUIRED STORM DRAIN GRATES ARE TO MEET CITY STANDARDS FOR BICYCLE SAFE CONSTRUCTION.
- PIPE CONNECTIONS ARE TO BE INSTALLED TO MEET THE REQUIREMENTS OF THE CITY.
- PIPES ARE TO BE RCP-CLASS 3 OR APPROVED EQUAL OF THE SIZE NOTED IN THE DESIGN DRAWINGS UNLESS OTHERWISE AUTHORIZED BY THE CITY ENGINEER.

31. LAND DRAIN SYSTEM:
31.1. THE LAND DRAIN SYSTEM SHALL BE CONSTRUCTED AS SHOWN IN THIS SET OF DRAWINGS TO ATTEMPT TO MITIGATE HIGH GROUNDWATER AT THE SITE. AT A MINIMUM, IT IS RECOMMENDED THAT THE LAND DRAINS BE INSTALLED PRIOR TO BEGINNING BUILDING EXCAVATIONS.- ADDITIONALLY, THE TRENCHES SHALL BE INSTALLED IN THE LOCATIONS SHOWN HEREIN AND ONCE INSTALLED IT IS RECOMMENDED BY THE GEOTECHNICAL REPORT THAT THE LAND DRAINS AND GROUND WATER ELEVATIONS BE MONITORED DURING BUILDING EXCAVATIONS.
- IN THE EVENT THAT GROUND WATER IS ENCOUNTERED DURING BUILDING FOOTING EXCAVATIONS WORK SHALL STOP AND THE CITY AND DEVELOPER SHALL BE NOTIFIED. WORK ON THE FOUNDATIONS SHALL NOT START AGAIN UNTIL CITY APPROVED DESIGN MODIFICATION RECOMMENDATIONS HAVE BEEN MADE AND COMPLIED WITH.
- AT A MINIMUM, TRENCHES AND PIPING SHALL BE CONSTRUCTED IN THE FOLLOWING MANNER, UNLESS THE DETAIL DRAWINGS SHOW MORE ROBUST CONSTRUCTION:
 - TRENCHES SHALL BE A MINIMUM 2 FEET IN WIDTH.
 - WHERE POSSIBLE, THE TRENCH DEPTH SHALL BE AT LEAST 4 FEET BELOW THE EXISTING SITE GRADE IF EXISTING STORM DRAIN SYSTEMS WILL ALLOW SUCH DEPTH (EXISTING SITE GRADE IS THAT ELEVATION PRIOR TO ANY SITE DEVELOPMENT INCLUDING BUT NOT LIMITED TO STREETS, RETENTION BASINS, OR OTHER GRADE MODIFICATION ACTIVITIES).
- THE TRENCH SHALL BE LINED WITH A FILTER FABRIC SUCH AS MIRAFI 140N OR APPROVED EQUAL. THE FABRIC SHALL BE INSTALLED ON ALL SIDES OF THE TRENCH INCLUDING BOTTOM, SIDE WALLS, AND TOP.
- IT IS RECOMMENDED THAT THE TOP ELEVATION OF THE TRENCHES SHALL BE 6 INCHES BELOW THE SURFACE OF THE FINAL GROUND SURFACE (FINAL GROUND SURFACE IS TO BE THAT ELEVATION AFTER THE CONSTRUCTION OF THE BUILDINGS OR OTHER WORKS ASSOCIATED WITH THE PROPERTY).
- THE TRENCH SHALL BE FILLED WITH FREE-DRAINING GRAVEL, LESS THAN 5 PERCENT FINES.
- AN 8 INCH DIAMETER PERFORATED PIPE GRADED TO THE STORM WATER SYSTEM SHALL BE INSTALLED IN THE BOTTOM OF THE TRENCH. SEE DESIGN DRAWINGS FOR ROUTING OF THE TRENCHES AND PIPES. PERFORATED PIPE SHALL BE INSTALLED IN ALL GRAVEL FILLED TRENCHES AND ALL OTHER LAND DRAIN SYSTEM PIPES SHALL BE NOT BE PERFORATED AND INSTALLED AS SHOWN AND NOTED.
- BECAUSE IT IS DIFFICULT TO PREDICT SUBTERANEAN DRAIN PERFORMANCE IT IS RECOMMENDED THAT THE LAND DRAINS BE INSTALLED BEFORE BEGINNING THE BUILDING EXCAVATIONS AND THAT GROUNDWATER LEVELS BE MONITORED THROUGHOUT THE DEVELOPMENT PROCESS.
- IF AREAS OF HIGH GROUND WATER ARE OBSERVED IT MAY BE NECESSARY TO INSTALL ADDITIONAL DRAINS IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.

32. ROCK LINED TRENCH/SWALE:
32.1. THE TRENCH/SWALE IS TO BE INSTALLED AROUND THE PERIMETER OF THE SUBDIVISION AS SHOWN.- THE INTENT OF THE TRENCH/SWALE IS TO COMPLY WITH STATE DIVISION OF WATER QUALITY REGULATIONS TO RETAIN THE "FIRST HALF INCH" OF A 100 YEAR STORM EVENT. THIS REGULATION REQUIRES THAT A LANDSCAPED TRENCH/SWALE IS TO BE CONSTRUCTED TO ALLOW THE RETAINAGE TO BE 1/2 INCH STRIKE INTO THE GROUND AND NOT REACH THE PUBLIC STORM DRAIN SYSTEM. THE BOTTOM OF THE TRENCH/SWALE WHICH IS LINED WITH FABRIC AND 4 INCH MINIMUM SIZE ROCK IS TO NOT DRAIN INTO THE LAND DRAIN COLLECTION BOX AT THE SOUTHWEST CORNER OF THE PROJECT.
- IN THE EVENT THAT A PARTICULAR STORM INTENSITY WOULD EXCEED THE HALF INCH CAPACITY OF THE TRENCH/SWALE THE EXCESS WATER IS TO BE ALLOWED TO ENTER THE PUBLIC STORM DRAIN SYSTEM THROUGH THE 1/2 INCH STRIKE THROUGH A 3 INCH ORifice AS DESIGNED. EMERGENCY OVER FLOW IS ALSO PROVIDED IN THE LAND DRAIN COLLECTION BOX AT THE TRENCH SIDE WHERE THE BOX IS NOTCHED LOWER THAN THE ELEVATION OF THE TOP OF THE BOX.

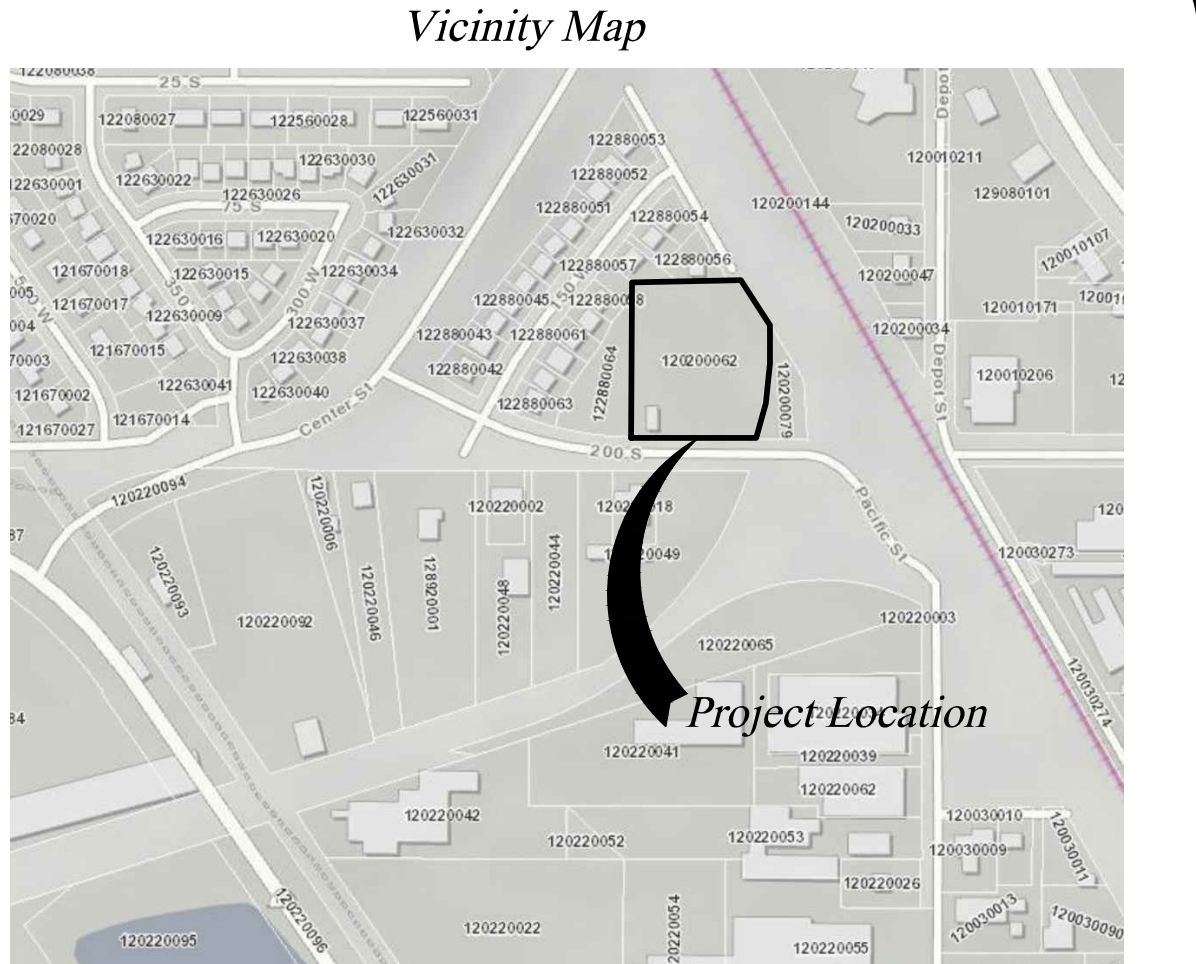
- 33. CABLE TV, TELEPHONE OR COMMUNICATION SERVICE LINES:**
33.1. THERE ARE NO CABLE OR COMMUNICATION SERVICE LINES AS PART OF THIS PROJECT DRAWINGS.- SUCH UTILITY LINES OR FACILITIES, BOXES, OR POLES THAT WERE VISIBLE AT THE TIME OF THE FIELD SURVEY HAVE BEEN LOCATED AND IDENTIFIED ON THIS SET OF DESIGN DRAWINGS.
- AT THE TIME OF THE FIELD SURVEY THERE WERE NO BLUE STAKE MARKINGS FOR EITHER CABLE TV OR TELEPHONE SERVICE LINES. THE CONTRACTOR SHALL BE RESPONSIBLE TO ASCERTAIN THE LOCATION AND DEPTH OF THE COMMUNICATION LINES TO PREVENT DAMAGE OR LOSS OF SERVICE.
- IN THE EVENT OF DAMAGE TO SERVICE LINES THE APPROPRIATE UTILITY SERVICE PROVIDER SHALL BE CONTACTED FOR INSTRUCTIONS ON HOW TO PROCEED WITH THE REPAIR OR REPLACEMENT OF SUCH LINE(S).

34. SITE PREPARATION:
34.1. THE SITE SHALL BE CLEARED AND GRUBBED TO REMOVE ALL VEGETATION AND DELETERIOUS MATERIALS FROM THE PROJECT WORK SITE EXCEPT AS OTHERWISE DIRECTED OR NOTED.- CLEARING AND GRUBBING ARE NOT TO BE PERFORMED ON INDIVIDUAL LOTS. THE ONLY AREA BEING CLEARED AND GRUBBED IN THIS PROJECT IS THE DRIVEWAY CORRIDOR, AND EMERGENCY TURN AROUND AS SHOWN HEREON.
- NOTE THAT THE SOIL TYPE WITHIN THE WORK AREA MAY REQUIRE SPECIAL CONSTRUCTION METHODS TO OBTAIN THE NECESSARY GRADING AND COMPACTION REQUIREMENTS AND A GEOTECHNICAL REPORT SHOULD BE OBTAINED FOR INFORMATION RELATING TO THE REQUIREMENTS FOR PROPER STRUCTURAL STABILITY UNDER THE NEW DRIVEWAY.

35. STORM WATER POLLUTION PREVENTION PLAN MANAGEMENT:
35.1. STORM WATER POLLUTION PREVENTION PLANS (SWPPP) ARE PROVIDED HEREIN FOR THE BENEFIT OF THE CONTRACTOR. THE CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH ALL REQUIREMENTS ASSOCIATED WITH SWPPP REGULATIONS AND MAY BE REQUIRED TO PROVIDE THE CITY WITH PLANS AND DETAILS SHOULD THE ACTUAL PROCESS OF CONSTRUCTION REQUIRE DIFFERENT CONFIGURATION AND/OR OPERATION THAN THAT WHICH IS PROVIDED HEREIN.- THE CONTRACTOR SHALL PROVIDE ALL EROSION CONTROLS RELATED TO THE 'BEST MANAGEMENT PRACTICES' (BMP's) RELATED TO SWPPP REQUIREMENTS. THESE MAY INCLUDE BUT ARE NOT LIMITED TO; SILT FENCES, STRAW BALES, WADDLES, DUST CONTROL, ETC.
- ANY CHANGES OR MODIFICATIONS RELATED TO THE SWPPP, WHETHER REQUIRED BY THE CITY OR DUE TO WORK PROGRESS SCHEDULING, SHALL BE AT THE CONTRACTORS EXPENSE.

36. STREET LIGHTING:
36.1. THERE ARE NO STREET LIGHTS ANTICIPATED IN THIS PROJECT.

37. MISCELLANEOUS NOTES:
37.1. IT IS NOT ANTICIPATED THAT ANY SIDEWALKS, CROSSINGS, AND HANDICAP ACCESS POINTS WILL BE PART OF THIS PROJECT, HOWEVER, IN THE EVENT THAT THE CITY MAY REQUIRE SUCH ALL CONSTRUCTION AND MATERIALS ARE TO COMPLY WITH ADA STANDARDS OR CITY STANDARDS AND REQUIREMENTS.- WHEN SPECIFIC BRANDS OR TYPES OF MATERIALS ARE SPECIFIED CITY APPROVED EQUIVALENT OR EQUALS MAY BE SUBSTITUTED.
- ALL UTILITY MANHOLE COVERS, CATCH BASIN GRATES, AND VALVE BOX COVERS ARE TO BE INSTALLED SO THAT THEY ARE RECESSED A MINIMUM OF 1/4" AND A MAXIMUM OF 1" BELOW THE FINISH GRADE OF THE ROAD SURFACE. EDGES ARE TO BE ROUNDED TO PREVENT A SHARP EDGE HAZARD TO VEHICULAR OR PEDESTRIAN TRAVEL.
- ONLY ANY EXISTING TREES WITHIN THE RIGHT OF WAY OF THE NEW ROAD CORRIDORS AND UTILITY EASEMENTS ARE ALLOWED TO BE REMOVED WITHOUT AUTHORIZATION FROM THE OWNER. CARE SHOULD BE TAKEN TO PREVENT UNNECESSARY DAMAGE TO THE ROOT SYSTEM OF TREES THAT ARE IN THE PROXIMITY OF THE WORK AREA.
- ALL CONCRETE WORK SHALL HAVE A MINIMUM OF 28 DAY COMPRESSIVE STRENGTH OF 4000 PSI. THE CONTRACTOR IS RESPONSIBLE FOR THE COST OF THE TESTING AND SHALL PROVIDE THE CITY OR OWNER WITH COMPLIANT CLEARITS UPON REQUEST.
- TRASH OR DEBRIS SHALL BE PROPERLY DISPOSED OF OFF SITE IN ACCORDANCE WITH LOCAL OR CITY REGULATIONS.
- SHOULD THESE NOTES OR DESIGN CRITERION CONFLICT WITH THE STANDARDS, SPECIFICATION, OR DESIGN REQUIREMENTS OF THE CITY, AGENCY, DISTRICT, OR COMPANY RESPONSIBLE FOR PUBLIC UTILITY OR INFRASTRUCTURE, THESE NOTES AND PLANS SHALL TAKE PRECEDENCE OVER STANDARDS, SPECIFICATIONS, OR DESIGN REQUIREMENTS OF THE CITY, AGENCY, DISTRICT, OR COMPANY. CITY ENGINEER'S NOTES SHALL TAKE PRECEDENCE OVER ANY OF THE ABOVE.
- 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., AS MAY BE REQUIRED BY THE CITY.



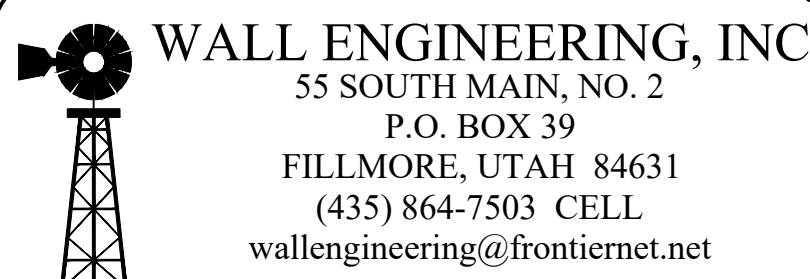
LEGEND:

- CENTERLINE
- EXISTING DITCH
- EXISTING FENCE
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING STORM DRAIN
- PROPOSED STORM DRAIN
- EXISTING UNDERGROUND POWER LINE
- EXISTING OVERHEAD POWER LINE
- EASEMENTS

- SECTION CORNER
- STREET MONUMENT
- EXISTING INLET
- PROPOSED INLET
- EXISTING DRAINAGE FLOW
- PROPOSED DRAINAGE FLOW
- EXISTING SIGN
- PROPOSED SIGN
- SEWER MANHOLE
- PROPOSED FIRE HYDRANT
- EXISTING VALVE
- PROPOSED VALVE
- EXISTING GROUND ELEVATION
- PROPOSED GROUND ELEVATION
- EDGE OF ASPHALT
- TOP OF ASPHALT
- TOP OF CURB
- FLOW LINE
- SEWER MANHOLE

NOTICE TO CONTRACTORS

- THE CONTRACTOR IS SPECIFICALLY PLACED ON NOTICE AND CAUTIONED THAT THE LOCATION, ELEVATION, DEPTH, OR TYPE OF UTILITIES SHOWN ON THESE PLANS HAVE BEEN DERIVED FROM DIFFERENT SOURCES WHICH MAY INCLUDING BUT ARE NOT LIMITED TO, 811 UTILITY LOCATING SERVICES (BLUE STAKES), PLANS OR DRAWINGS SUPPLIED BY THE UTILITY COMPANIES, PLANS OR DRAWINGS SUPPLIED BY THE CITY, PHYSICAL SURVEYED LOCATIONS OF EXPOSED UTILITIES.
- THE INFORMATION PROVIDED ON EXISTING UTILITIES SHOWN HEREON SHOULD NOT BE RELIED UPON FOR ACCURATE LOCATION. THE CONTRACTOR SPECIFICALLY AND EXPRESSLY CAUTIONED THAT ANY UTILITY LOCATIONS MUST BE FIELD VERIFIED.
- SHOULD DISCREPANCIES BETWEEN THE DESIGN LOCATION, ELEVATION, DEPTH OR TYPE OF UTILITY BE FOUND BY THE CONTRACTOR, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE DESIGN ENGINEER AND/OR CITY AND CEASE ALL WORK UNTIL AN APPROVED RESOLUTION TO THE DISCREPANCY HAS BEEN COMMUNICATED TO THE CONTRACTOR.
- THIS PROJECT IS WITHIN THE JURISDICTION OF WEBER BASIN WATER CONSERVANCY DISTRICT AND ALL WORK ON THEIR SECONDARY WATER SYSTEM SHALL CONFORM TO THE DISTRICT STANDARDS AND REQUIREMENTS. ALSO, SEE SECONDARY WATER NOTES AND DRAWINGS FOR ADDITIONAL DETAILS AND REQUIREMENTS.
- THIS PROJECT IS WITHIN THE JURISDICTION OF NORTH DAVIS COUNTY SEWER DISTRICT AND ALL WORK ON THEIR SEWER SYSTEM SHALL CONFORM TO THE DISTRICT STANDARDS AND REQUIREMENTS. ALSO, SEE SEWER NOTES AND DRAWINGS FOR ADDITIONAL DETAILS AND REQUIREMENTS.



Project: Weaver Subdivision
50 West 200 South
Clearfield, UT

Revisions

Preliminary not for construction, Recording Purposes, or Implementation

Landmark Surveying, Inc.
A Complete Land Surveying Service
www.LandmarkSurveyUtah.com

4646 South 3500 West - #A-3
West Haven, UT 84401
801-731-4075

DEVELOPER: Kyle Weaver
Address:

Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian.

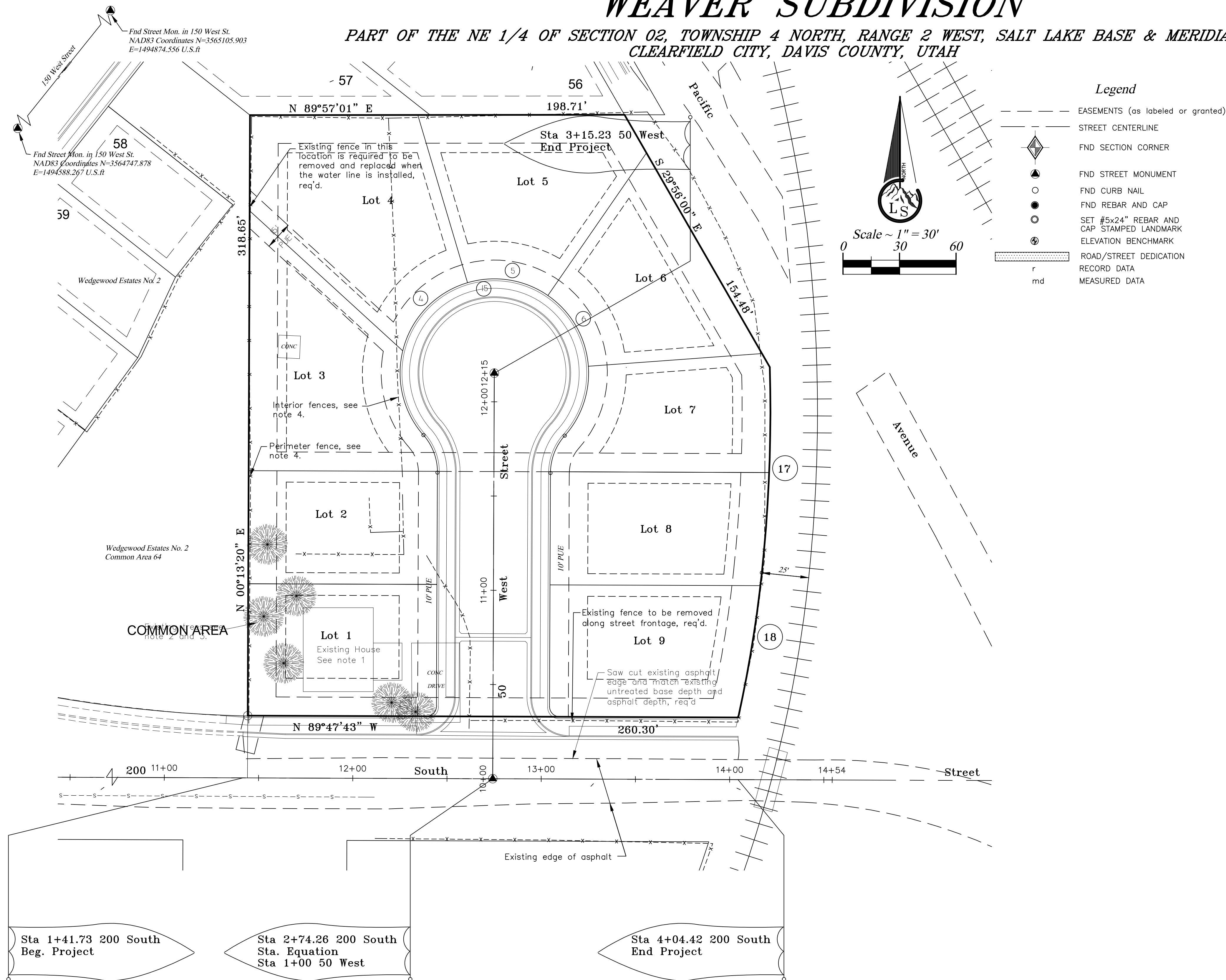
Cover - General
Notes

DESIGNED BY: LW
DATE: July 10, 2020

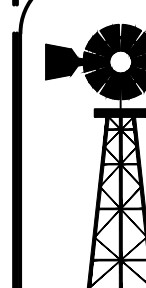
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WEAVER SUBDIVISION

PART OF THE NE 1/4 OF SECTION 02, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN
CLEARFIELD CITY, DAVIS COUNTY, UTAH



- NOTES:
1. The existing house is to be removed and disposed of in accordance with Clearfield City requirements if any.
 2. Trees are to be removed and disposed of. The number and size of trees to be removed is not accurately shown. The contractor is responsible to remove all of the trees that are on this subdivision.
 3. Do not damage or remove trees, shrubs or other landscaping from neighboring property. Any such damage will be paid for by the contractor.
 4. In addition to the general notes on sheet 1 the following shall be conformed with. All fences within the interior of the subdivision shall be removed. However, no fences along the exterior perimeter of the subdivision are being removed or replaced. Should damage occur to the perimeter fencing the contractor shall be responsible to replace or repair to the satisfaction of the owner of the damaged fence.
 5. The overall site is to be cleaned and graded so that all foreign material, trees, shrubs, existing landscaping, fences, structures, barns, sheds, vehicles, and other items that are on the property are properly removed.
 6. The location of utility service lines to the existing house are not known. Utility service lines that currently service the existing house are to be removed and terminated near the city utility service connection point in accordance with Clearfield City standards or requirements.



WALL ENGINEERING, INC.
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(435) 864-7503 CELL
wallengineering@frontiernet.net

Preliminary not for
construction, Recording
Purposes, or
Implementation



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4646 South 3500 West - #A-3
West Haven, UT 84401
801-731-4075

DEVELOPER: *Kyle Weaver*
Address:

2 of 13

Project: Weaver Subdivision
SE 1/4 of Section 21, Township 3 South,
Clearfield, UT

Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian.

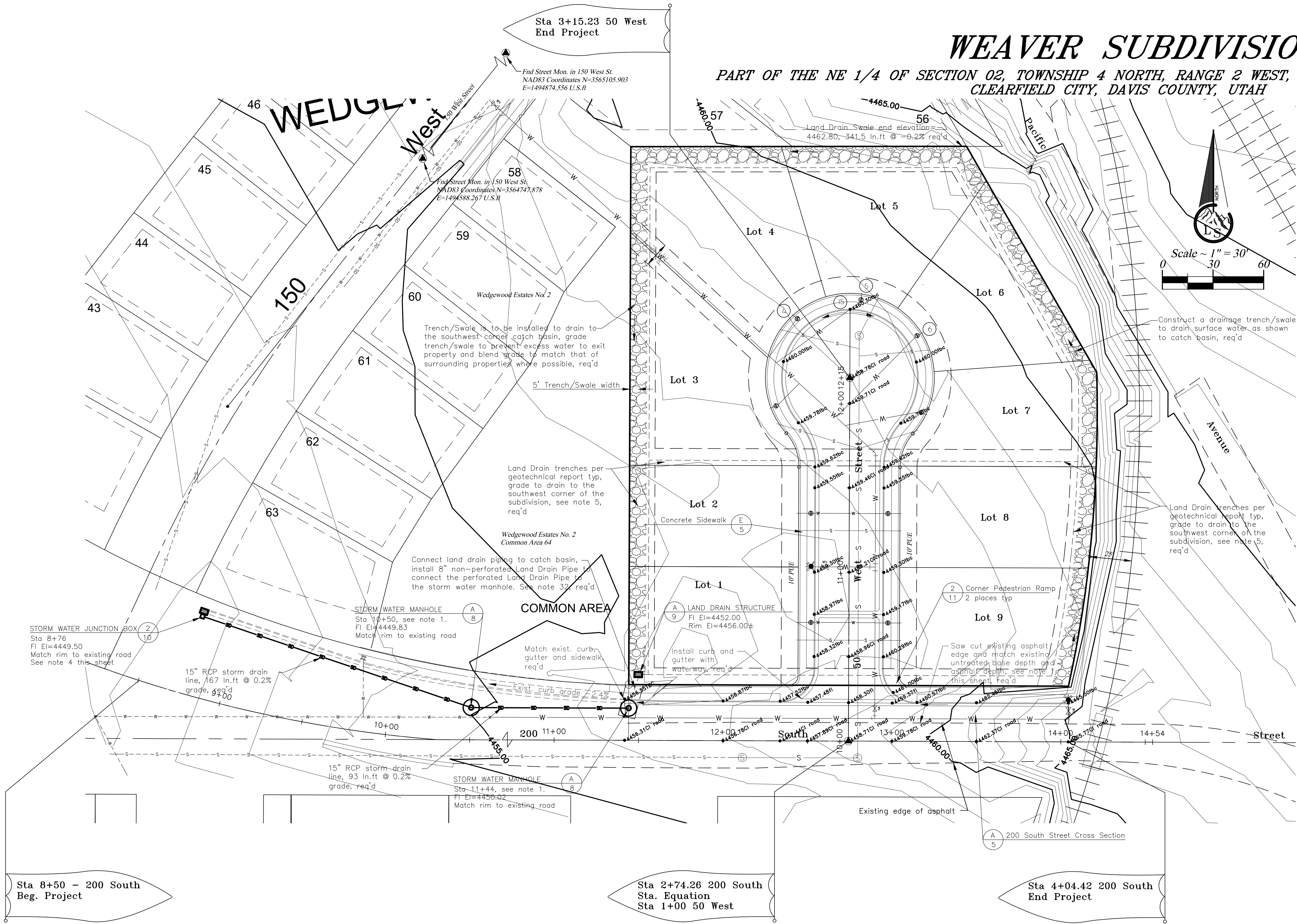
Demolition

Revisions

DESIGNED BY: LW DATE: July 10, 2020
DRAWN BY: EDR FILE: 3877

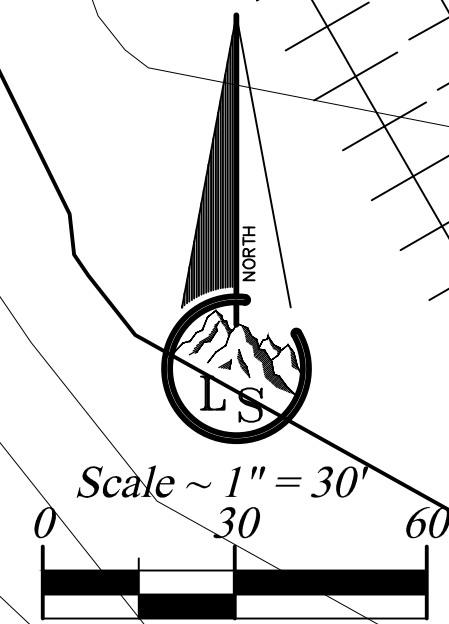
WEAVER SUBDIVISION

PART OF THE NE 1/4 OF SECTION 02, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN
CLEARFIELD CITY, DAVIS COUNTY, UTAH



Legend

- EASEMENTS (as labeled or granted)
- STREET CENTERLINE
- FND SECTION CORNER
- FND STREET MONUMENT
- FND CURB NAIL
- FND REBAR AND CAP
- SET #5x24" REBAR AND CAP STAMPED LANDMARK
- ELEVATION BENCHMARK
- ROAD/STREET DEDICATION
- RECORD DATA
- MEASURED DATA

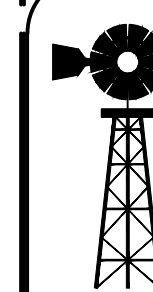
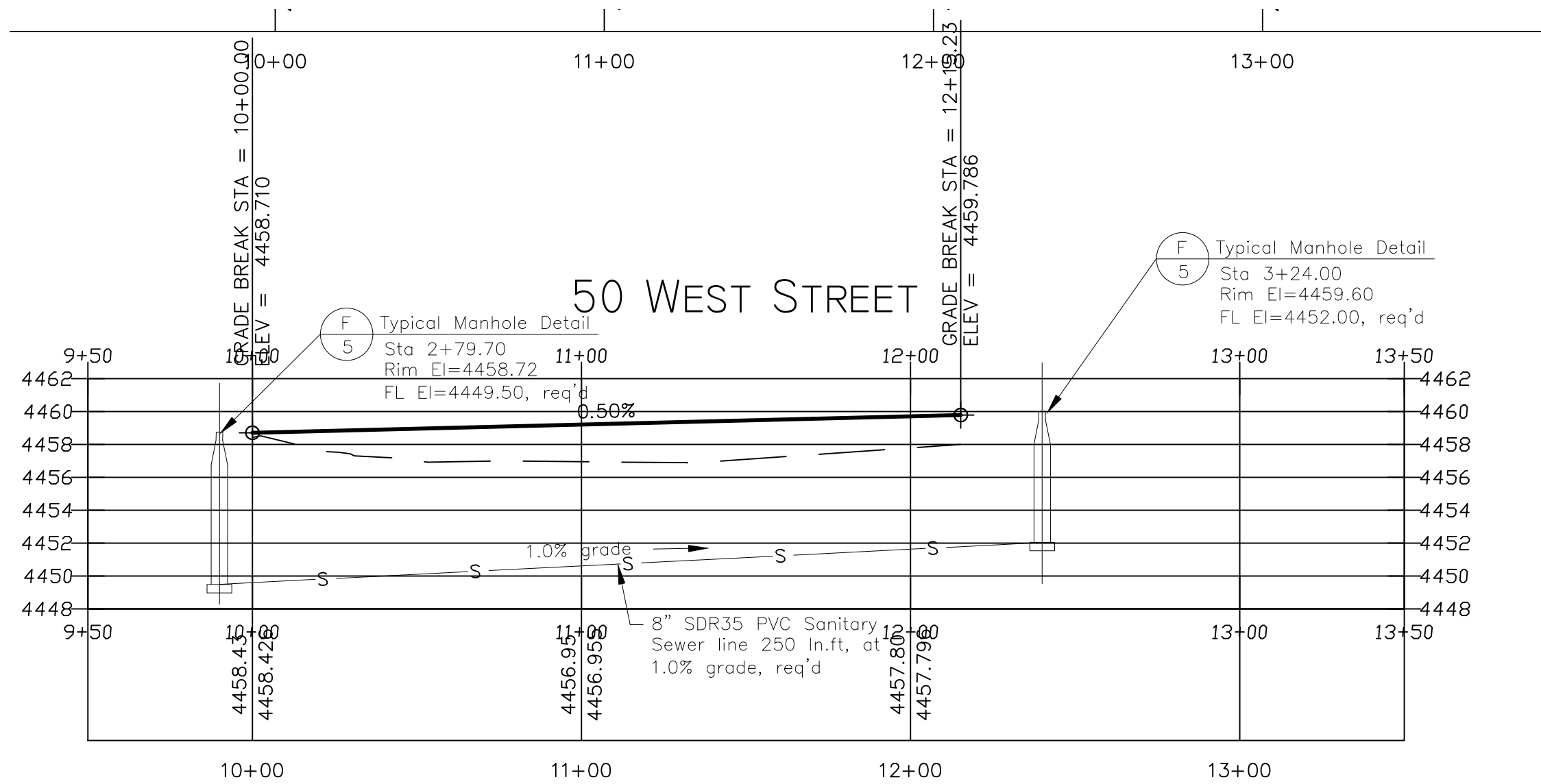
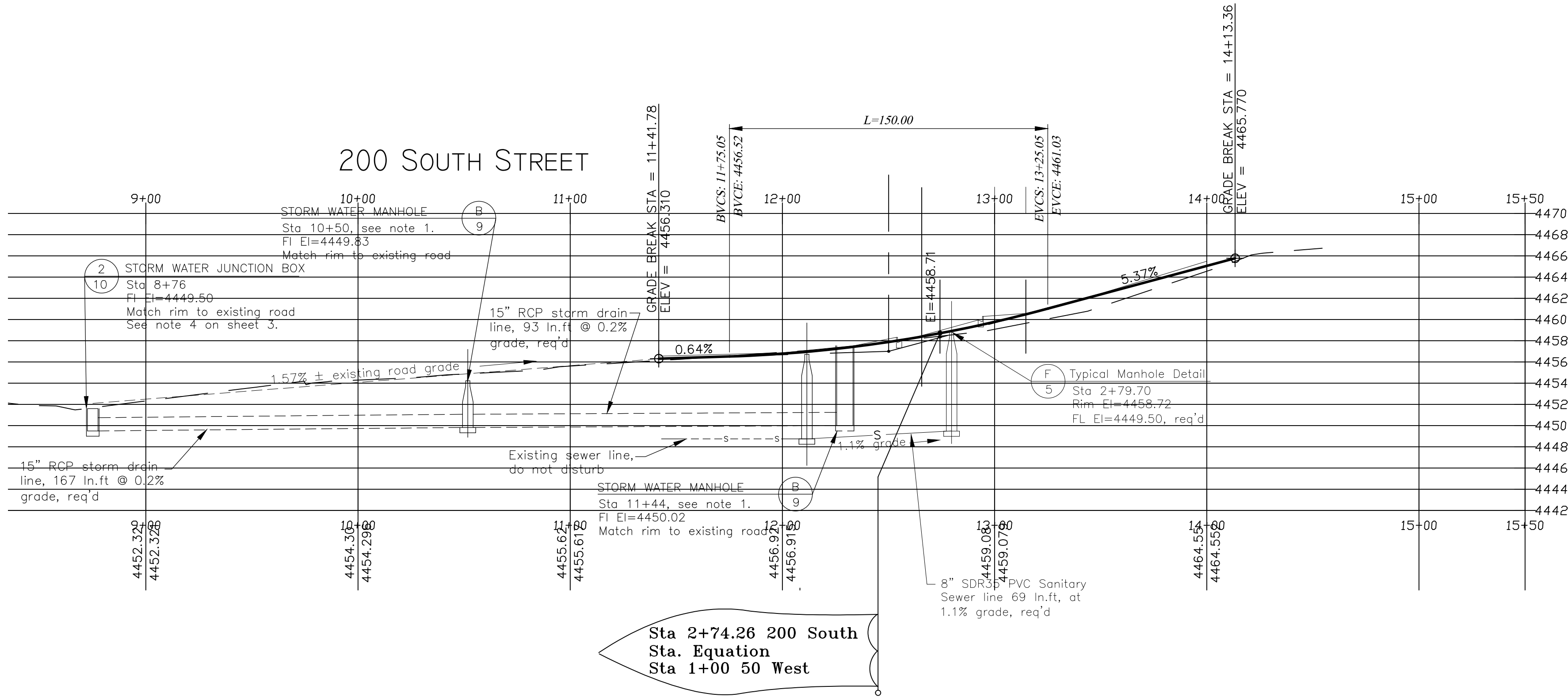


- NOTES:**
- The existing roadway is required to be saw cut so that a clean, structurally sound edge is created to meet city requirements. The gap between this new edge and the new curb lip is to be constructed to meet the typical cross section design on the new road OR to be constructed to match the asphalt and untreated base depths, which ever is thickest. Once the gap is repaired the street from the center line to the lip of the new curb is to be overlaid according to city requirements.
 - This catch basin is to be adapted to collect and discharge run off water into the under ground collection system.
 - HDPE pipe is to be connected and manholes provided to allow city maintenance and cleaning of the underground storm water piping system. The surface covers shall be constructed so that they will withstand traffic loads.
 - Install a 2'x2' catch basin in front of the existing catch basin that is in the curb and tie the two together so that flow from the project will discharge into the existing storm system.
 - Land Drain system shall be constructed of a minimum 2 foot wide trench that extends a minimum of 6" below the Land Drain Pipe. The Land Drain Pipe is to be 8" perforated PVC laid at a grade that will allow the system to drain to the catch basin near the southwest corner of the subdivision (Sta 11+44). The trench shall be filled with free-draining gravel of less than 5 percent fines to within 6" of the final ground surface. A filter fabric such as Mirafin 140N or equivalent should separate the gravel from the native soils all sides, bottom and top.

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DEVELOPER: Kyle Weaver Address:		3 of 13
Project: Weaver Subdivision SE 1/4 of Section 21, Township 3 South, Range 1 West, Salt Lake Base and Meridian.	Location: SE 1/4 of Section 21, Township 3 South, Range 1 West, Salt Lake Base and Meridian.	Grading
Revisions	DESIGNED BY: LW DRAWN BY: EDR	DATE: July 10, 2020 FILE: 3877

Project Name: 3877 Kyle Weaver Sub Storm water2.dwg Save Date: January 8, 2021 12:31 PM Sheet: ###

Project Name: 3577 Kyle Weaver Sub Storm water2.dwg Save Date: January 8, 2021 12:31 PM Sheet: ###



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(435) 864-7503 CELL
wallengineering@frontiernet.net

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West Haven, UT 84401
801-731-4075

DEVELOPER: Kyle Weaver
Address:

4 of 13

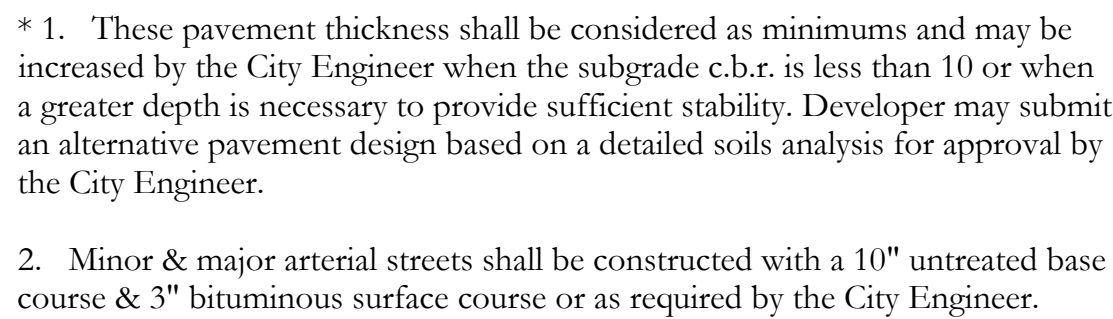
Project: Weaver Subdivision
50 West 200 South
Clearfield, UT

Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian.

Profiles

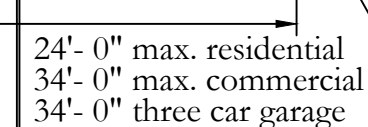
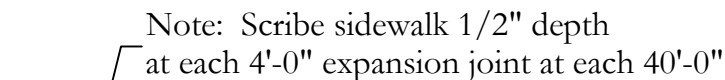
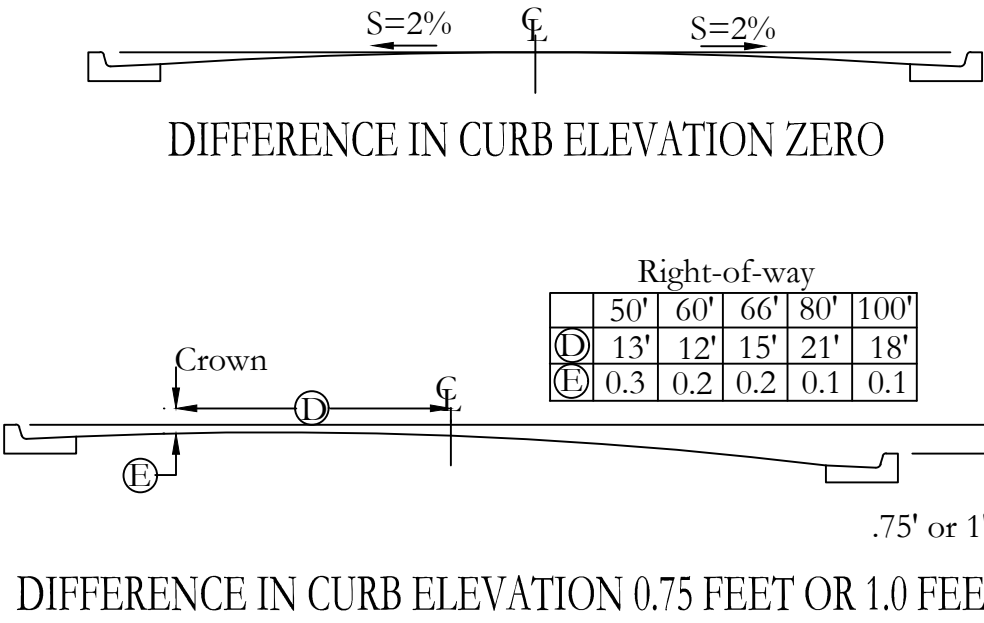
Revisions

DESIGNED BY: LW DATE: July 10, 2020
DRAWN BY: EDR FILE: 3877

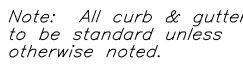
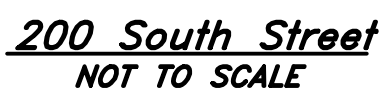


NOTE:

1. Maximum difference in elevation between curb on opposite side of street shall not exceed 1'-0".
- ▲ 2. On arterial streets the city engineer will provide a pavement design. location of sidewalk and curb & gutter may vary on individual arterial streets per direction of the City Engineer.



2. This project is designed to utilize the Standard Residential road cross section detail dimensions from the Table noted above.



$\frac{B}{5}$ Typical
Not to Scale

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West Haven, UT 84401
801-731-4075

DEVELOPER: *Kyle Weaver*
Address:

5 of 13

Project: Weaver Subdivision
50 West 200 South
Clearfield, UT

Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian

Standard Residential Road Details

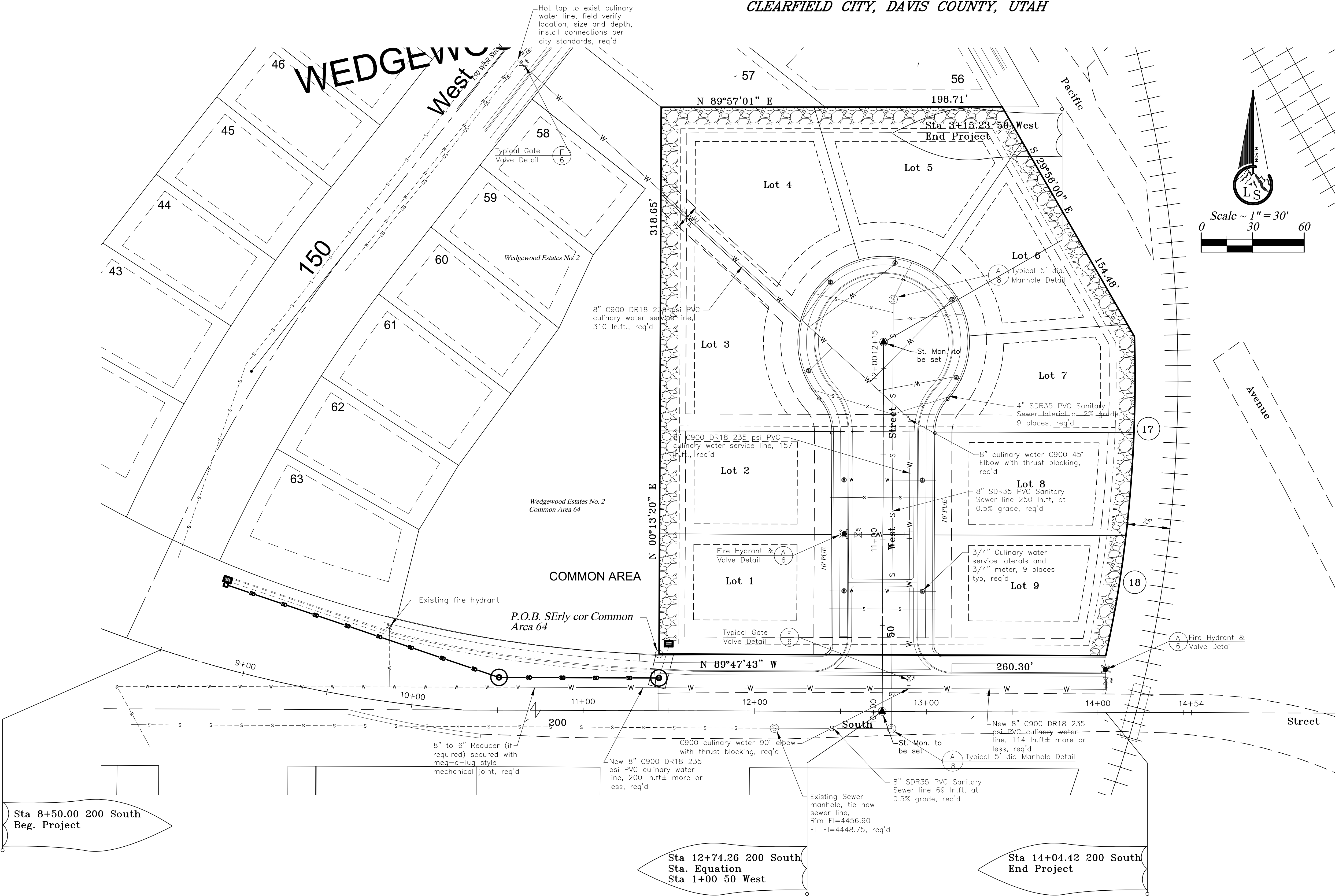
Revisions

DESIGNED BY: LW	DATE: July 10, 2020
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DRAWN BY: EDR	FILE: 3877
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WEAVER SUBDIVISION

PART OF THE NE 1/4 OF SECTION 02, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN
CLEARFIELD CITY, DAVIS COUNTY, UTAH



Legend

- EASEMENTS (as labeled or granted)
- STREET CENTERLINE
- FND SECTION CORNER
- FND STREET MONUMENT
- FND CURB NAIL
- FND REBAR AND CAP
- SET #5x24" REBAR AND CAP STAMPED LANDMARK
- ELEVATION BENCHMARK
- ROAD/STREET DEDICATION
- RECORD DATA
- MEASURED DATA

Scale ~ 1" = 30'

North Arrow

Project Name: 3577 Kyle Weaver Sub Storm water2.dwg Save Date: January 8, 2021 12:31 PM Sheet: ###

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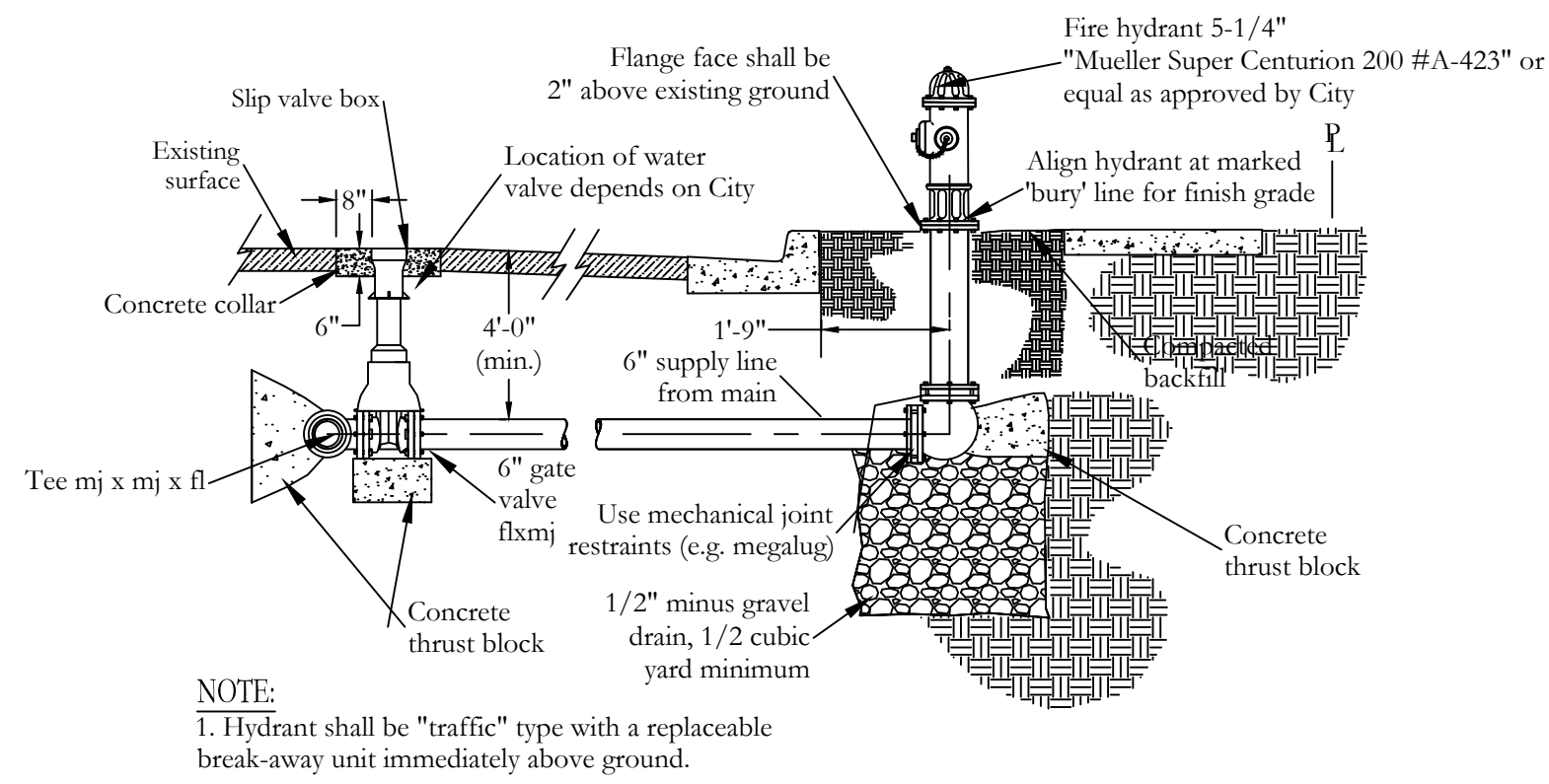
WALL ENGINEERING, INC.
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wallengineering@frontiernet.net

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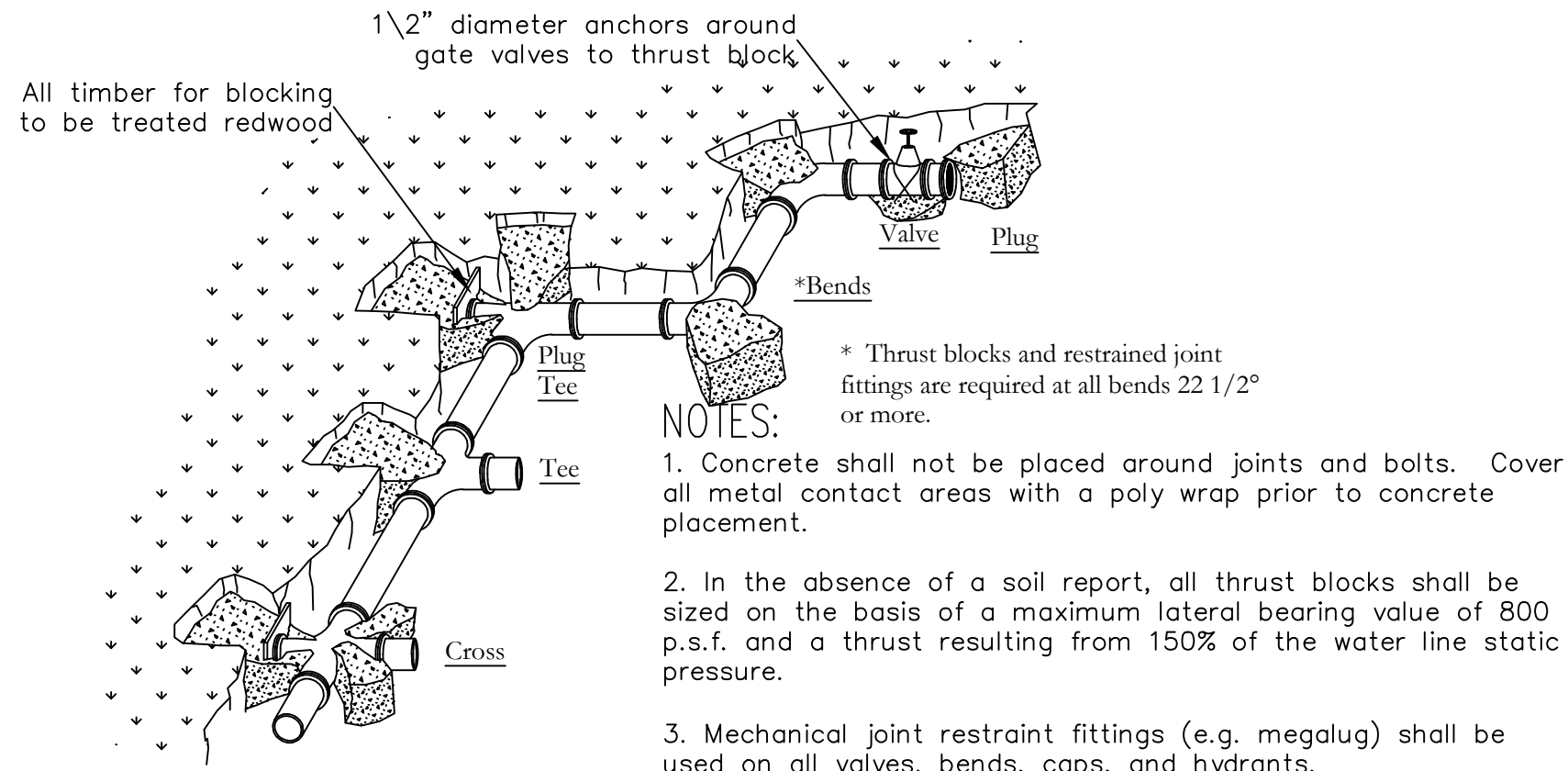
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801-731-4075

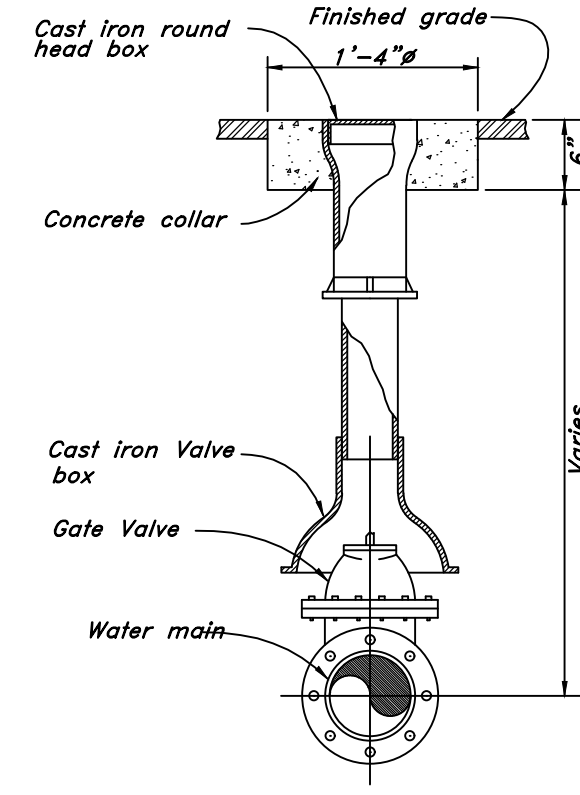
DEVELOPER: Address:		6 of 13
Project: Weaver Subdivision 50 West 200 South Clearfield, UT	Location: SE 1/4 of Section 21, Township 3 South, Range 1 West, Salt Lake Base and Meridian.	Utilities
Revisions	DESIGNED BY: LW DRAWN BY: EDR	DATE: July 10, 2020 FILE: 3877



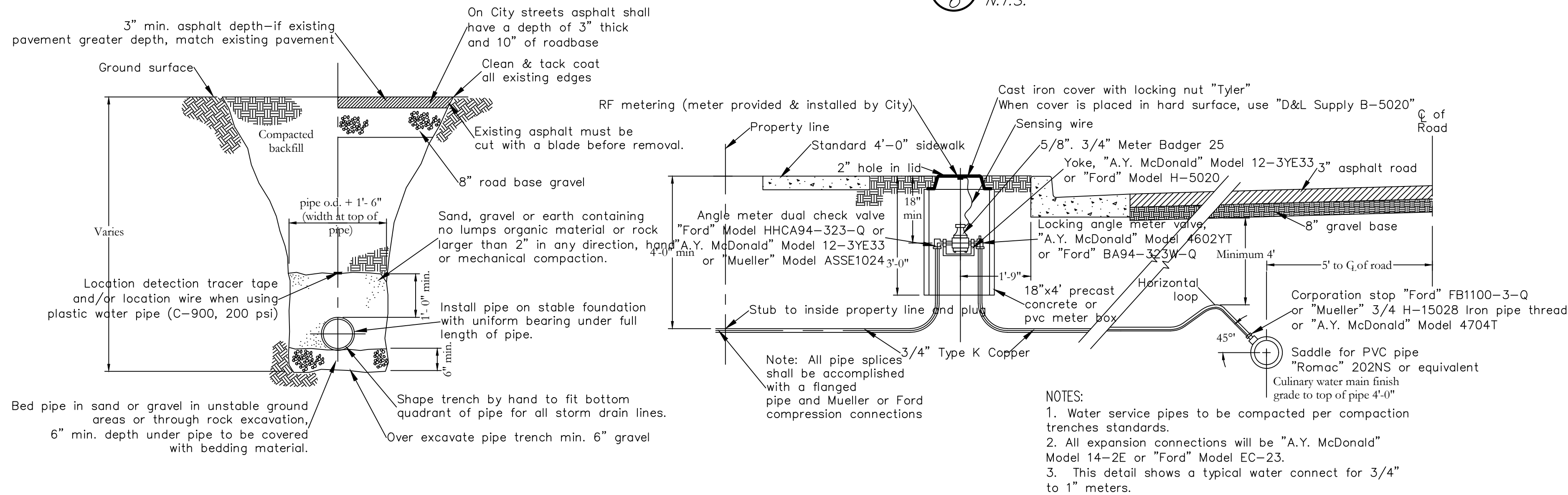
A Typical Fire Hydrant & Valve Connection
6 N.T.S.



B Thrust Blocking Details
6 N.T.S.



F Typical Gate Valve
6 N.T.S.



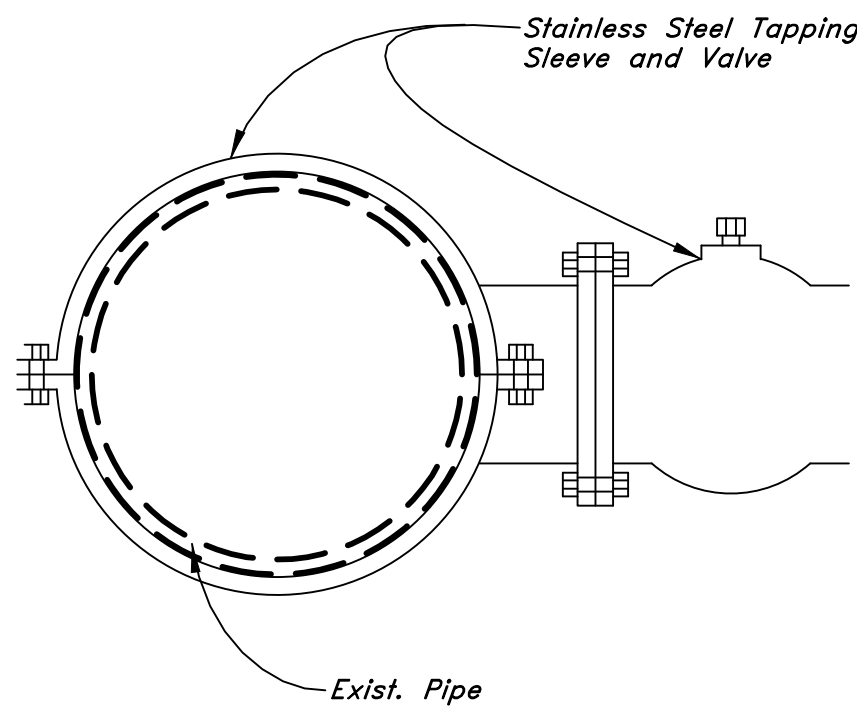
C Typical Trench Detail
6 N.T.S.

D Typical Water Meter
6 N.T.S.

CLEARFIELD CITY TESTING AND INSPECTION STANDARDS	
Sanitary sewer*	Pipeline inspection - alignment, grade, & class of pipe Low pressure air test or infiltration test Displacement test and video recording showing distance (leader with time, date, & construction company)
Storm drainage*	Pipeline inspection - alignment, grade, & class of pipe Catch basin boxes inspection - depth & rebar Pipe inspection - video tape recording (leader with time, date, & construction company)
Land drainage*	Pipeline inspection - alignment, grade, class of pipe and bedding method Pipe inspection - video tape recording (leader with time, date, & construction company)
Culinary water (c-900 class 200) (di class 51)	Pipeline inspection - alignment, grade, class of pipe, & brass wedges installation Pressure test - minimum 200 psi for 2 hours Chlorination test - minimum 30 ppm for 24 hours Clear water test Bacteria test
Roadway	Sub base inspection - depth & compaction Before road base placement all utility lines must be installed Road base density test - depth & compaction (Contractor responsible to give road base density results to City - prior to asphalt placement) Asphalt placement - depth & compaction
Curb & gutter and sidewalk	Curb & gutter and sidewalk inspection - depth and compaction

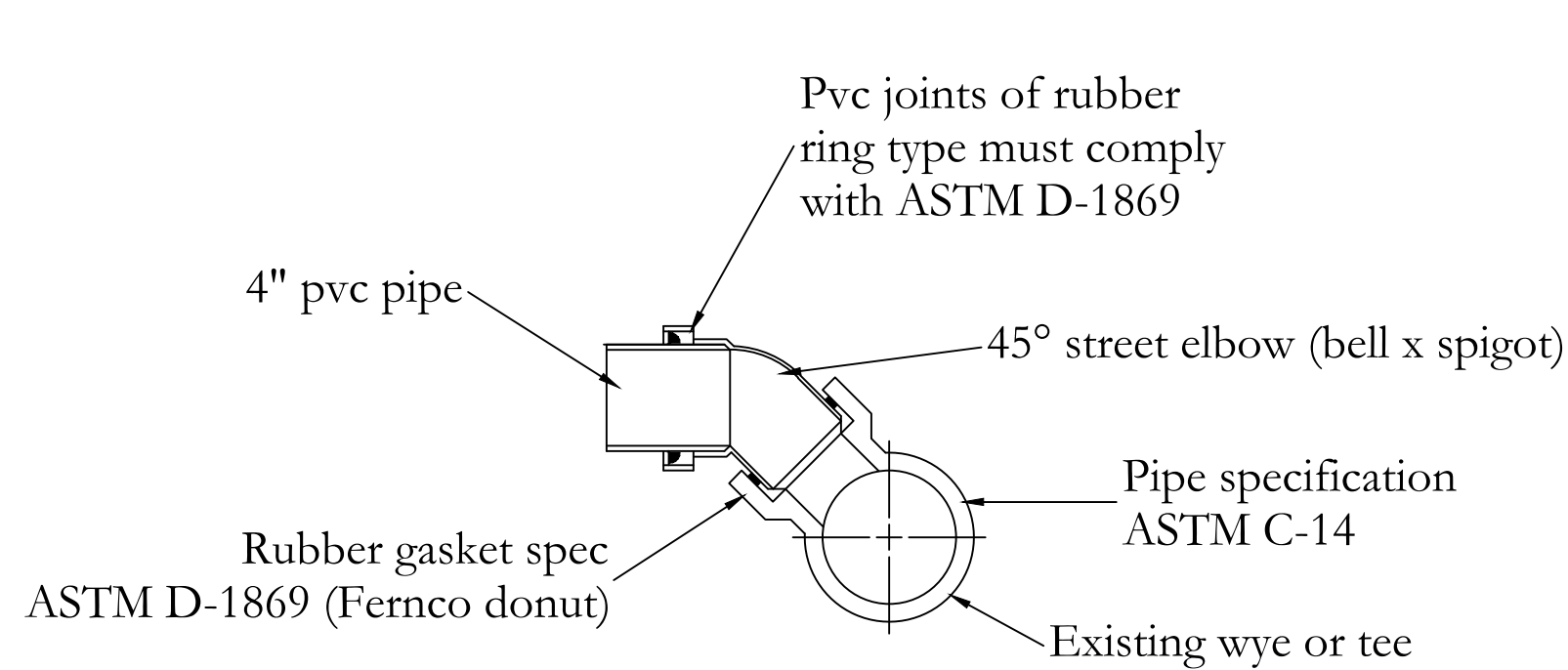
*1. Contractor shall not flush rock & debris from newly installed pipelines downstream into the existing system.

*2. The pipelines must have clean water flushed down the pipes prior to video taping in order to detect and identify all low spots and/or bellies in the pipeline. Failure to run water prior to video taping will result in rejection of the video tape testing.

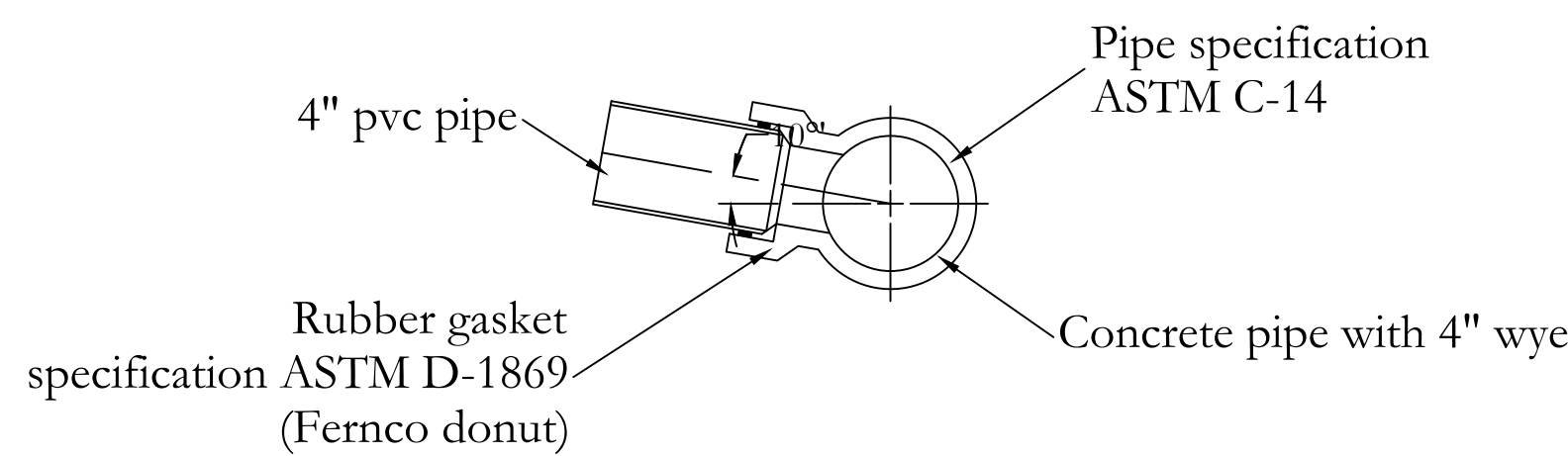


E Hot Tap
6 Not to Scale

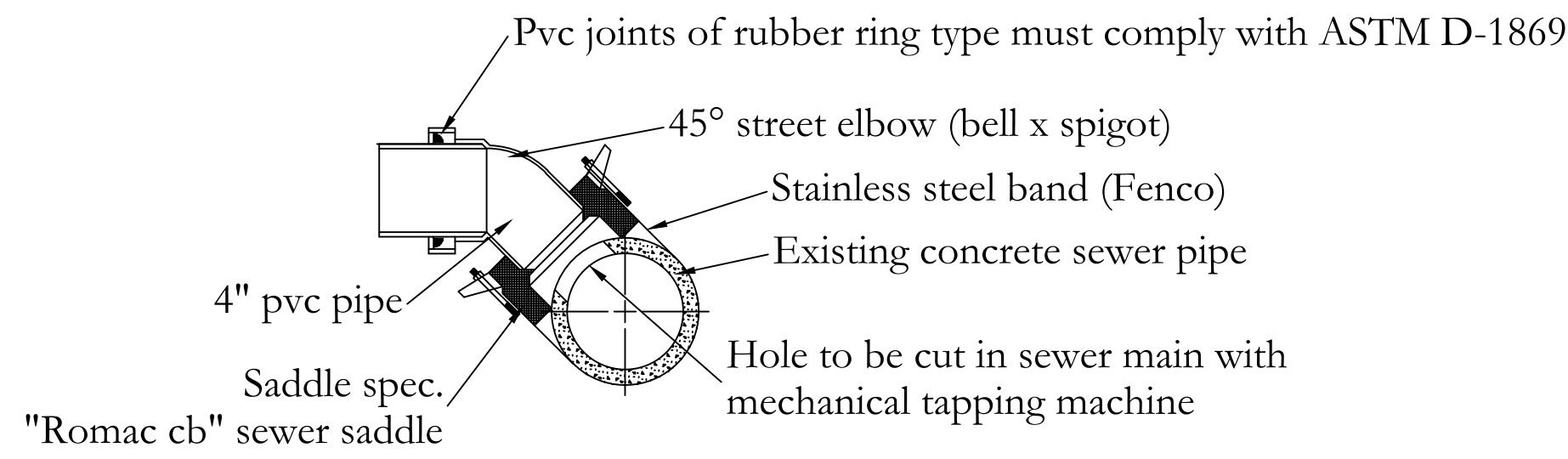
WALL ENGINEERING, INC. 55 SOUTH MAIN, NO. 2 P.O. BOX 39 FILLMORE, UTAH 84631 (435) 864-7503 CELL wallengineering@frontiernet.net		Landmark Surveying, Inc. A Complete Land Surveying Service www.LandmarkSurveyUtah.com 4646 South 3500 West - #A-3 West Haven, UT 84401 801-731-4075	
Project: Weaver Subdivision 50 West 200 South Clearfield, UT		Location: SE 1/4 of Section 21, Township 3 South, Range 1 West, Salt Lake Base and Meridian.	
Revisions		Water Details	
DESIGNED BY: LW DRAWN BY: EDR		DATE: July 10, 2020 FILE: 3877	



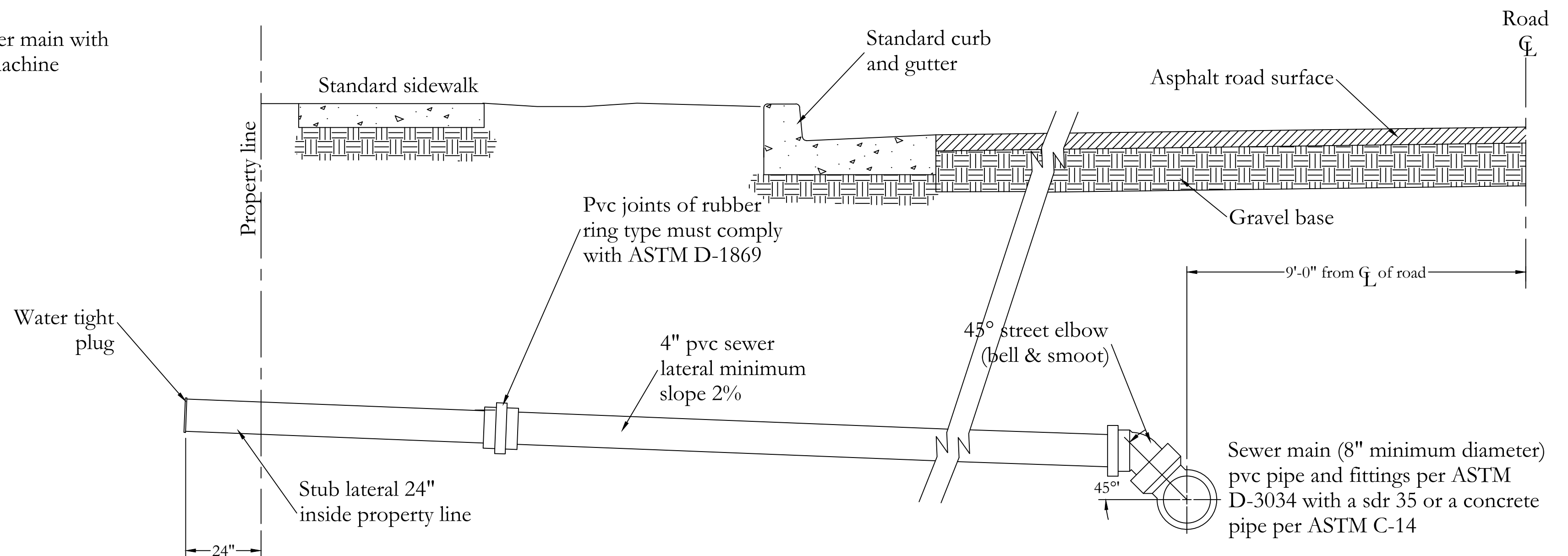
NOTE: When connection is made into existing concrete wye the wye must be rotated to a minimum of 10° and a maximum of 45° from the horizontal as shown



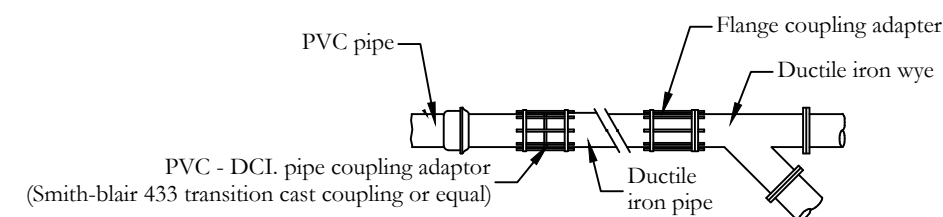
NOTE: Pvc pipe fittings ASTM D-3034 with a SDR 35



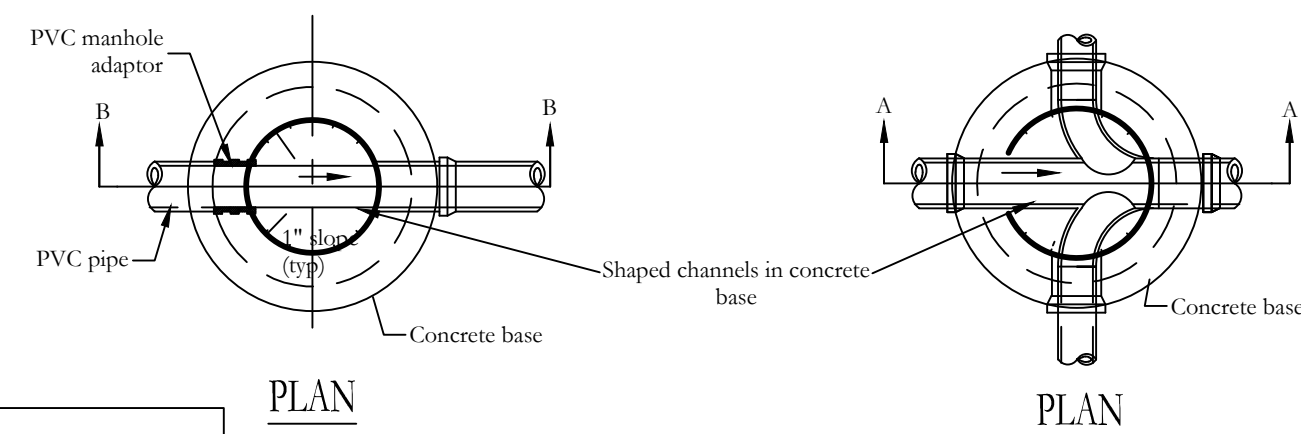
NORTH DAVIS SEWER DISTRICT NOTE:
Any sanitary sewer work done involving the North Davis Sewer District (NDSD) will require written approval from NDSD and must be in compliance to all NDSD standards.



Sewer Lateral Connection
N.T.S.



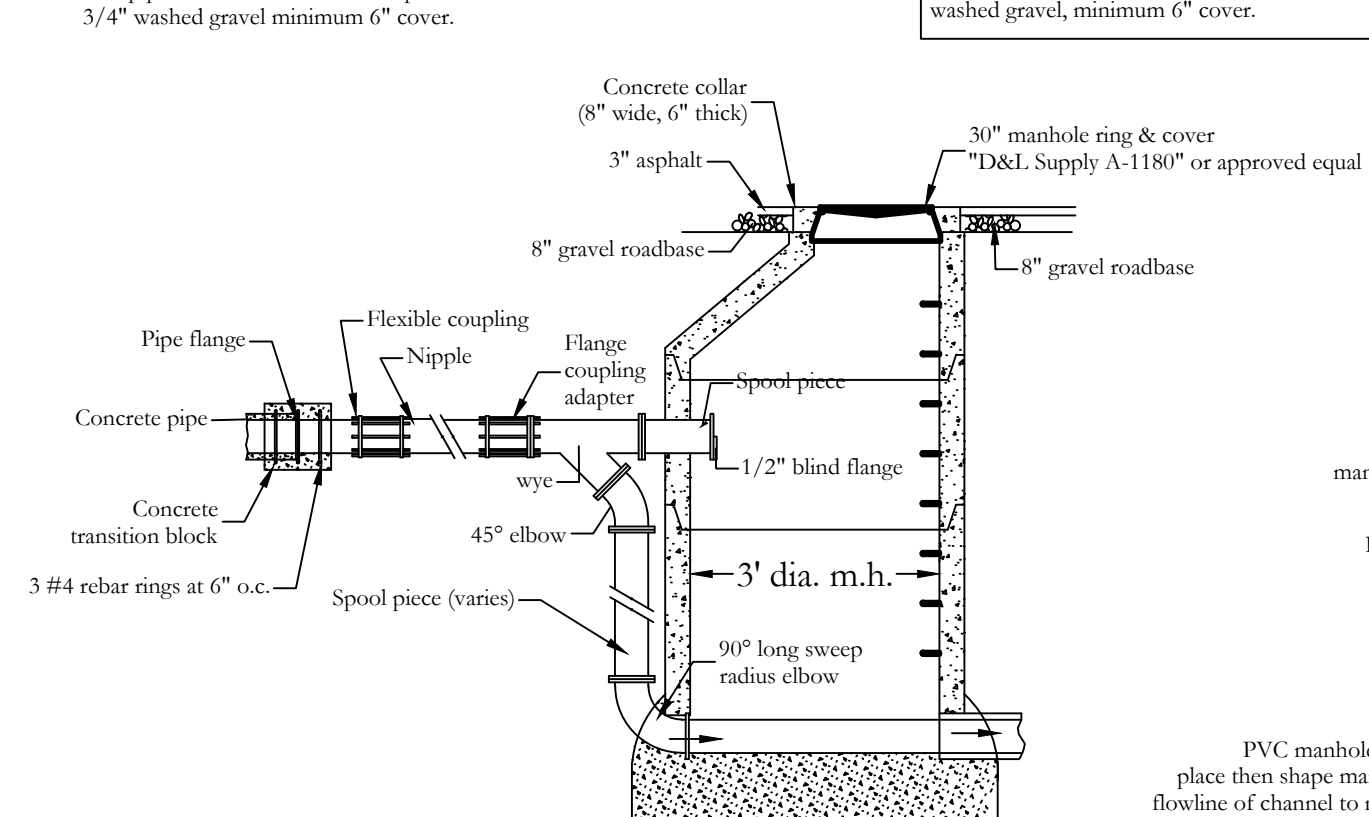
NOTES:
1. All storm drain, sanitary sewer and land drain manholes and cleanout structures must have shaped concrete troughs and aprons.
2. Manhole lids must be labeled appropriately to reflect use of structure, i.e. storm drain, sewer, land drain, water, communications, irrigation and electrical.



Drop Manhole Notes:
1. Use drop manhole only when drop exceeds 2'-0".
2. For construction dimension of drop manhole see junction manhole detail sheet.
3. All pipe for drop manhole to be flanged ductile iron pipe or alternate schedule 40 pvc if encased in 3/4" washed gravel minimum 6" cover.

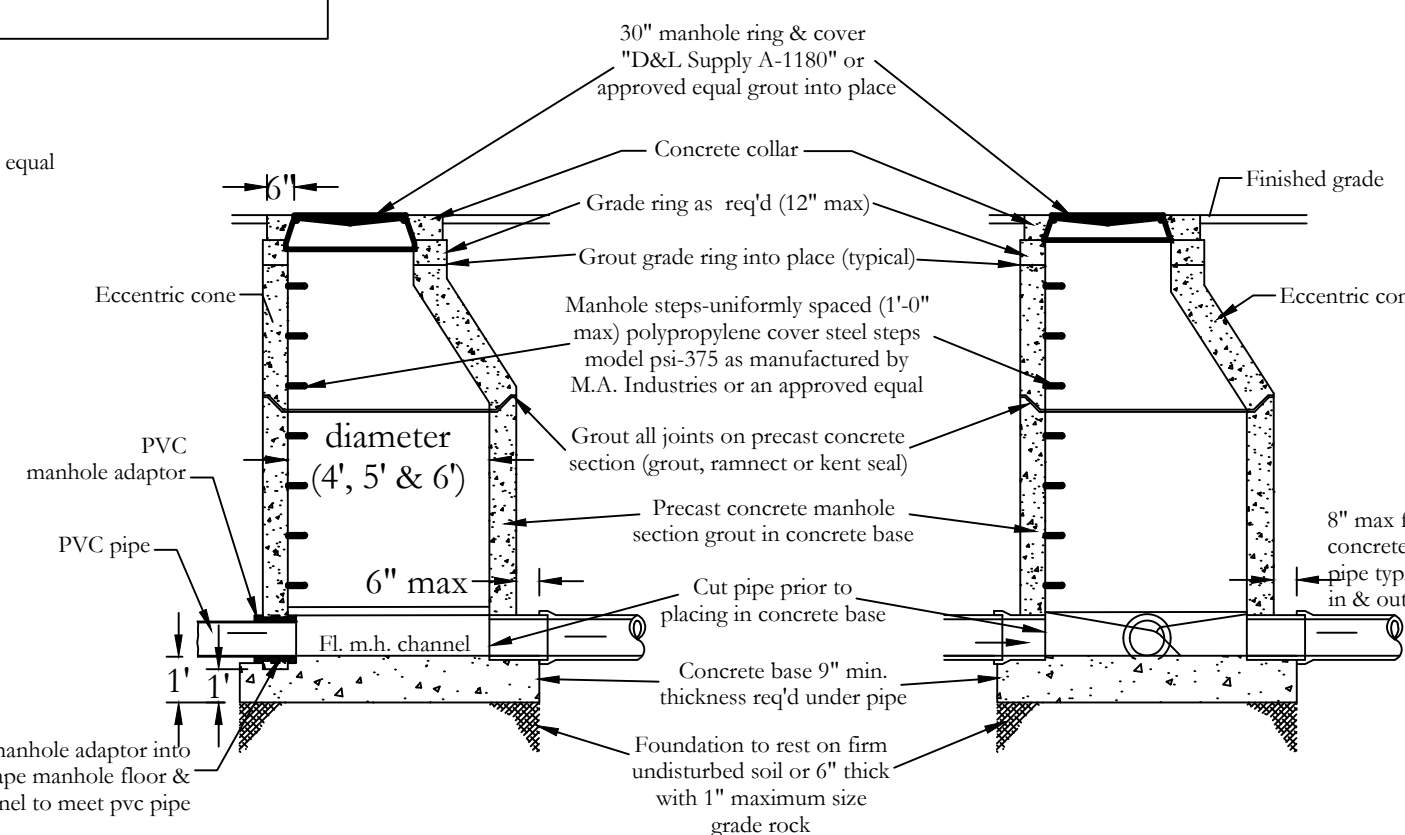
NOTES:
1. Cast in place manhole shown precast reinforced manhole acceptable.
2. Rubber boot joints with stainless steel connection band is acceptable substitutes for standard joints shown.
3. Piping outside of manhole may be schedule 40 pvc if encased in 3/4" washed gravel, minimum 6" cover.

NORTH DAVIS SEWER DISTRICT NOTE:
Any sanitary sewer work done involving the North Davis Sewer District (NDSD) will require written approval from NDSD and must be in compliance to all NDSD standards.



Typical Sewer Manhole
N.T.S.

NOTES:
1. This sewer manhole is to be adapted to function as a storm drain junction box to accommodate 15" RCP storm drain pipe. The lid is to be stamped "Storm Water".



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DEVELOPER: Kyle Weaver
Address:

8 of 13

Project: Weaver Subdivision
50 West 200 South
Clearfield, UT

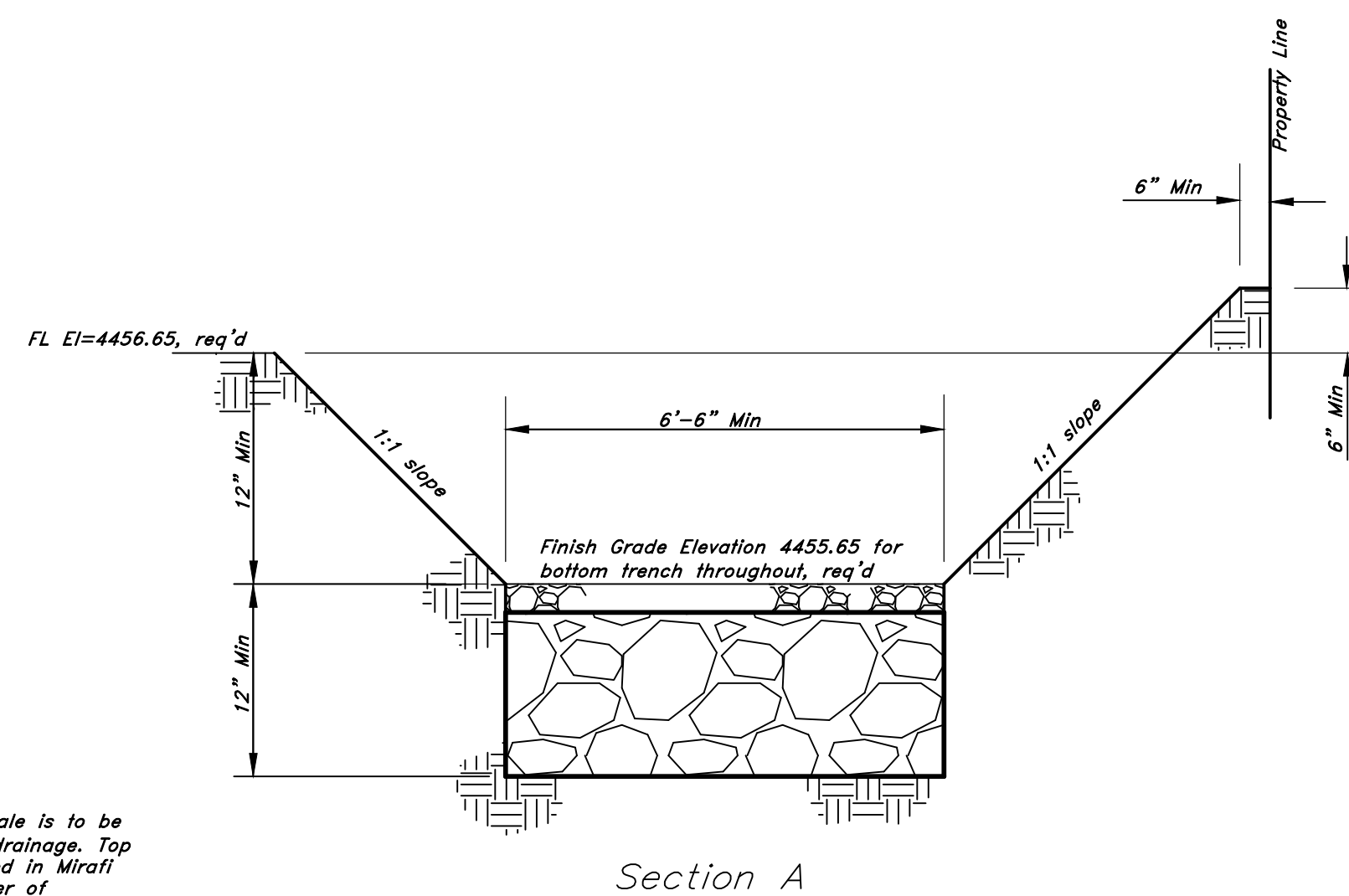
Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian.

Sewer Details

Revisions

DESIGNED BY: LW DATE: July 10, 2020

DRAWN BY: EDR FILE: 3877



9 TRENCH/SWALE STRUCTURE
N.T.S.



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Purposes, or
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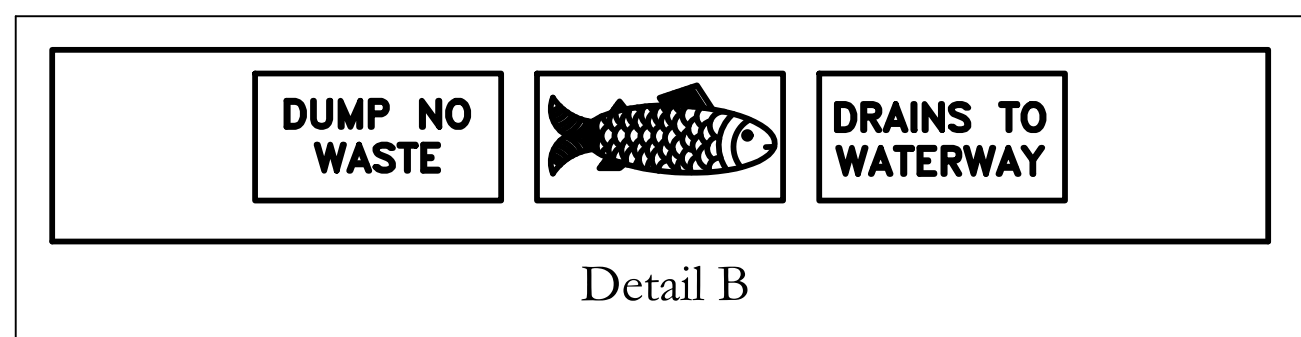
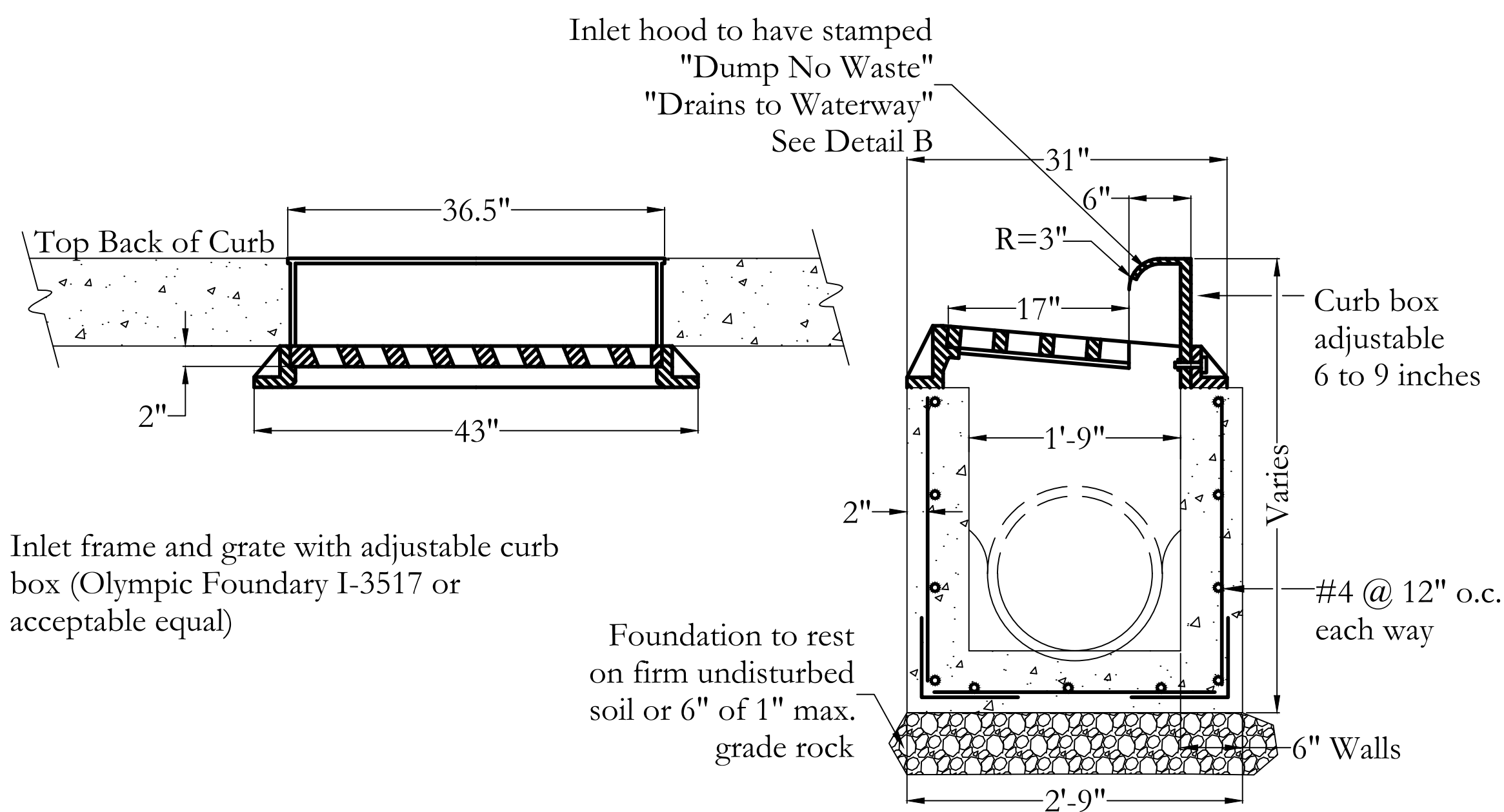
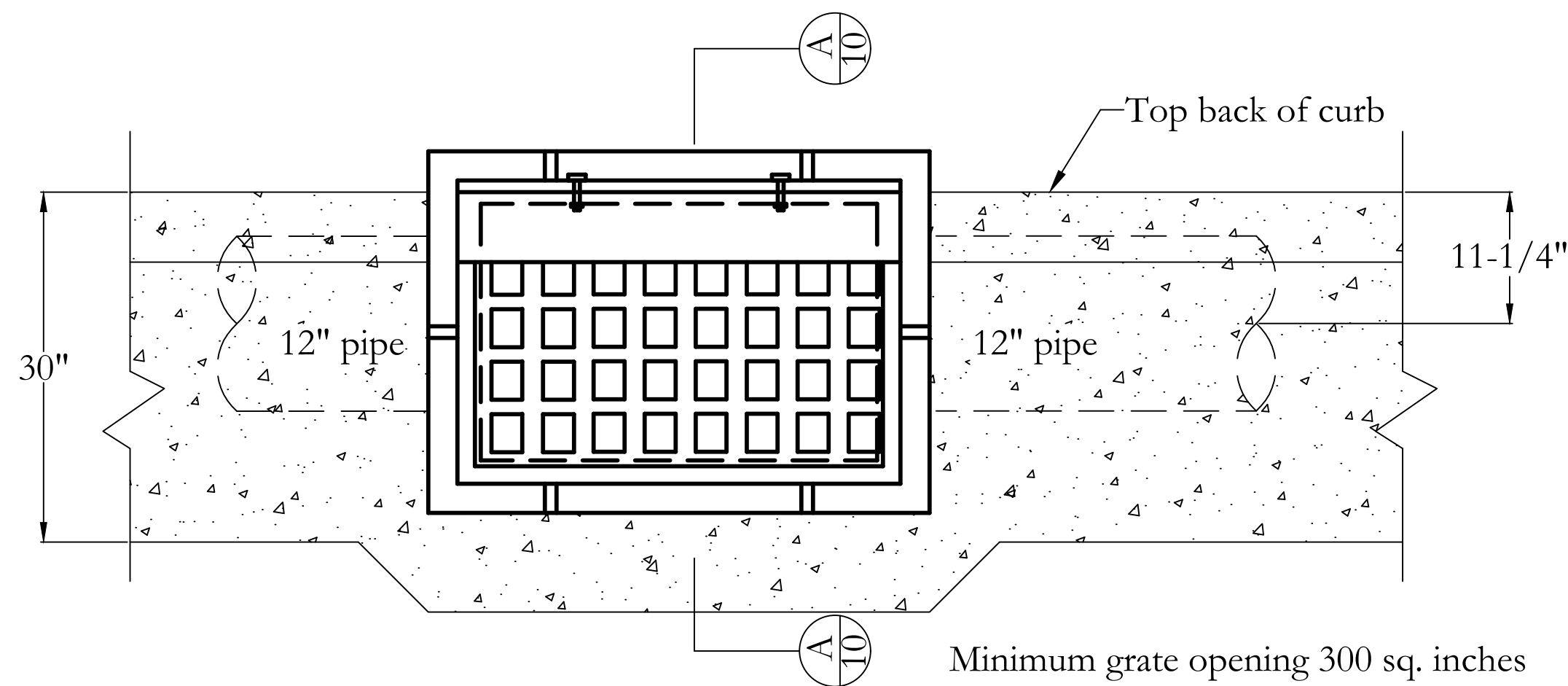
9 of 13

Storm System Details

Revisions

DESIGNED BY: LW	DATE: July 10, 2020
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DRAWN BY: EDR	FILE: 3877
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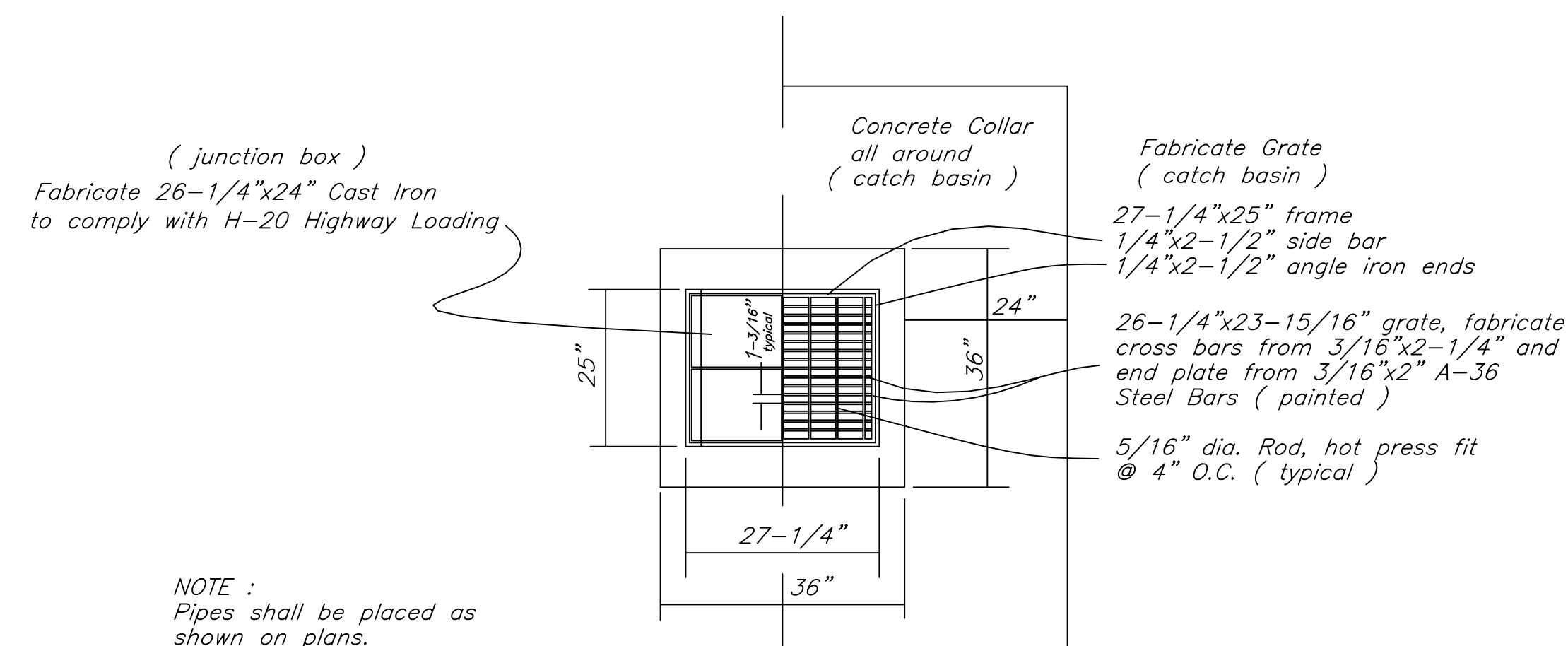


NOTES:

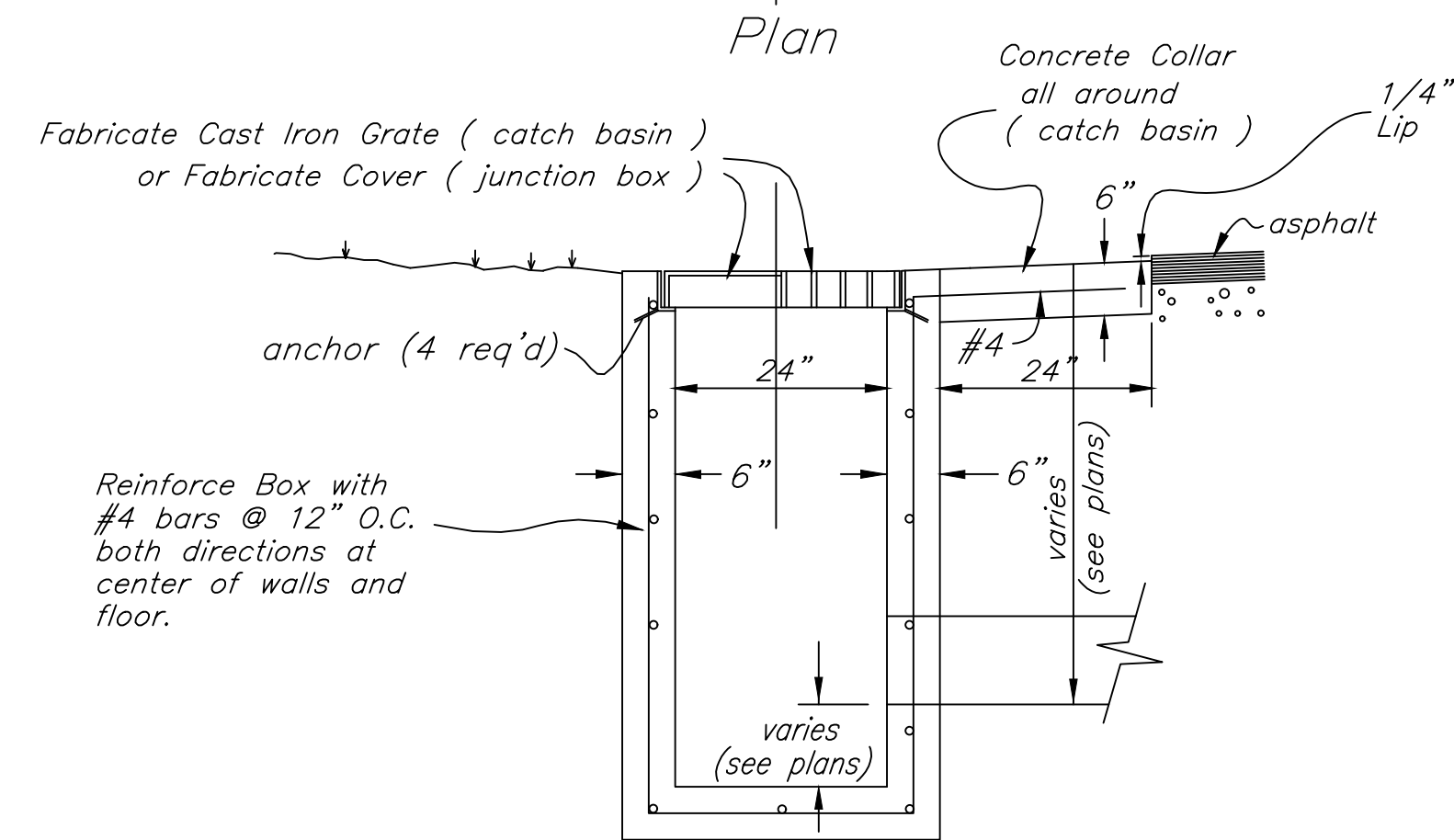
- 1. All reinforcement shall be #4 deformed steel, grade 60.
- 2. All reinforcement shall be placed at 12" o.c. each way in the floor and the walls.
- 3. The adjustable curb box inlet grate shall be bicycle safe. D&L Supply I-3517 or acceptable equal.
- 4. All pipes in the box shall be cut with the interior of the box and grouted smooth.
- 5. Rebar shall have 2" clear on earth side of structure.

STANDARD
HOODED CATCH BASIN
SCALE: NONE

1
10



NOTE :
Pipes shall be placed as
shown on plans.



2
10
Typical Catch Basin
N.T.S.

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801-731-4075

DEVELOPER: Kyle Weaver
Address:

10 of 13

Project: Weaver Subdivision
50 West 200 South
Clearfield, UT

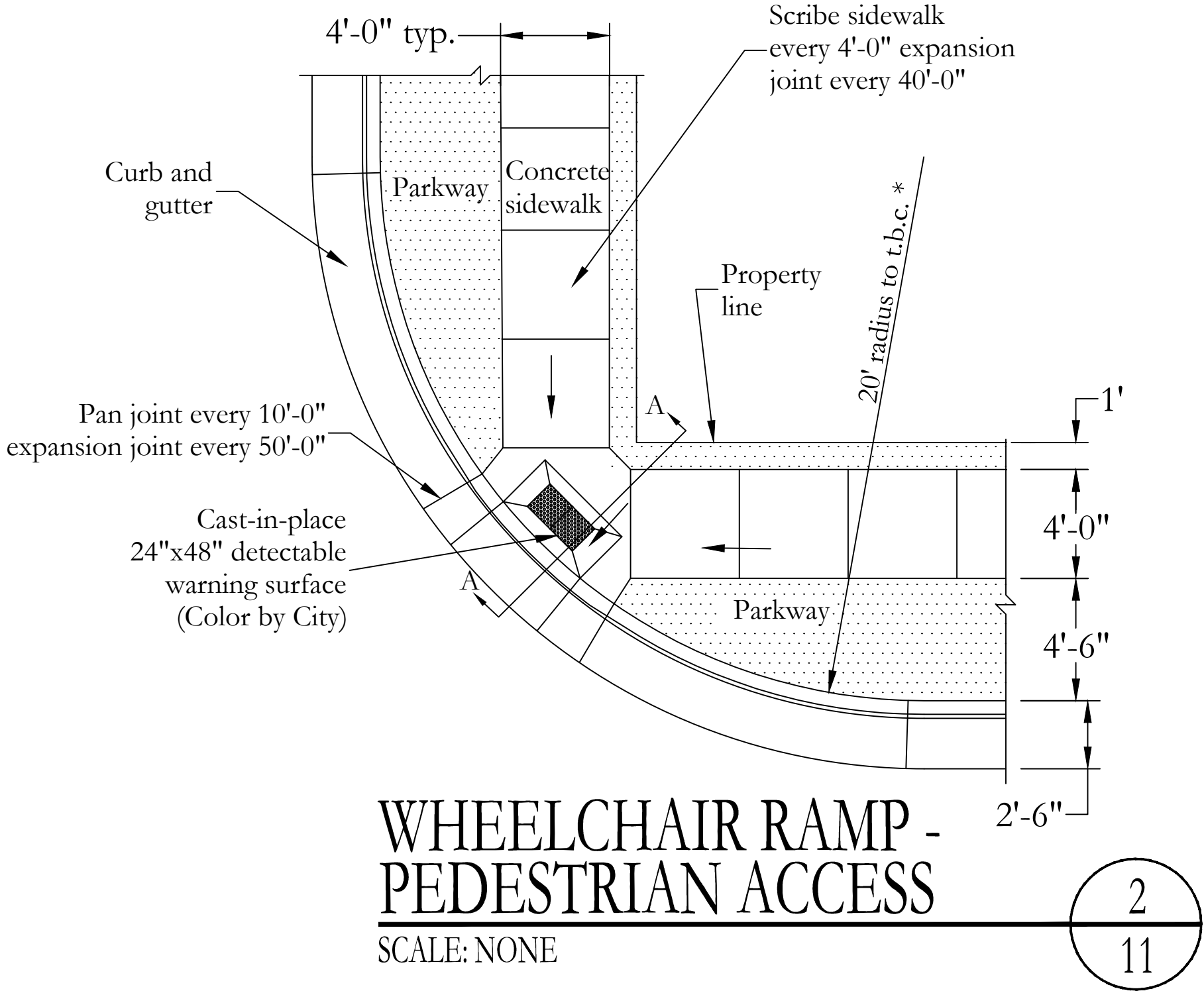
Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian.

Storm System
Details

Revisions

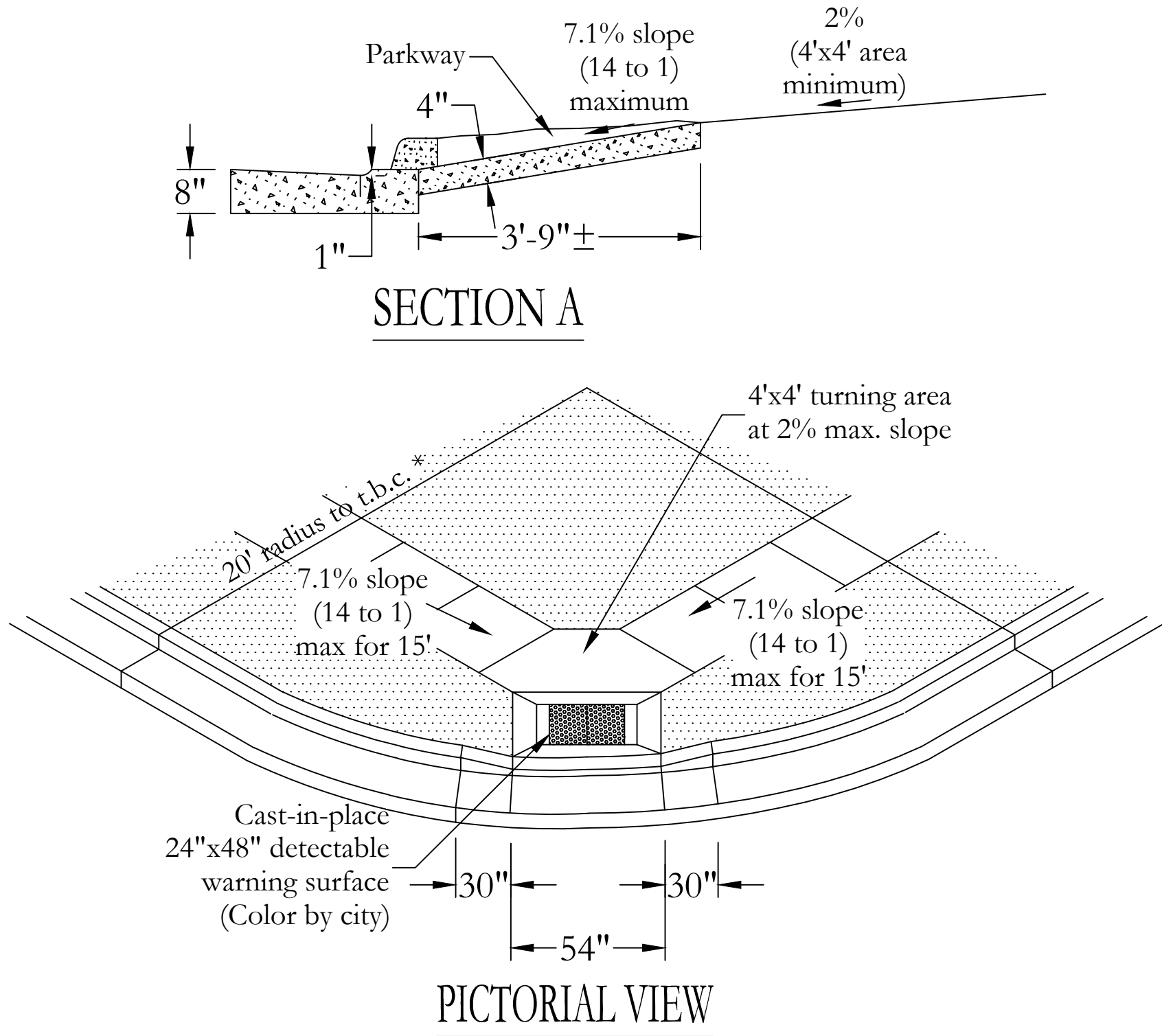
DESIGNED BY: LW
DATE: July 10, 2020
DRAWN BY: EDR
FILE: 3877

Project Name: 3877 Kyle Weaver Sub Storm water2.dwg Save Date: January 8, 2021 12:31 PM Sheet: ###



WHEELCHAIR RAMP - PEDESTRIAN ACCESS

SCALE: NONE



NOTES:

1. A minimum 6" depth of roadbase material or crushed gravel shall be placed to grade and compacted under handicap ramps to 95% of maximum dry density prior to placement of concrete.
2. Locate all inlet grates 2' minimum away from the pedestrian crosswalk, with all drainage intercepted before storm water crosses the crosswalk area.
3. Slopes shown are maximum slopes.
4. Expansion joints shall be constructed by placing an approved material, (typically bituminous impregnated fiberboard), the full depth of the concrete. expansion material shall be set 1/4" below the finish level of sidewalk ramp.
5. Materials, construction, and workmanship shall be in accordance with Clearfield City standards and specifications.
6. When a City roadway intersects with a UDOT road, a 35' minimum radius (or other) will be required as per UDOT requirement.
7. Detectable warning surface materials & installation must conform to "ADA cast-in-place tactile warning panels" requirements & specifications.
8. Detectable warning panels by "ADA Solutions, Inc.", color to be specified by City (other products to be approved by City prior to installation).

CULINARY WATER FIRE PIPE LINE NOTES:

1. The property owner is responsible for all materials, installation, repair and future maintenance for the entire fire line lateral from the City main water line to the point of connection with his fire suppression system.
2. All fire lines shall be sized per Clearfield City Fire Code (4", 6", 8" or as required).
3. All fire lines shall have a hot tap connection to the main waterline in the right-of-way with a gate valve.
4. All construction must meet Clearfield City Standards and all other adopted codes & standards.

CULINARY WATER SERVICE NOTES:

1. The property owner is responsible for all installation of the culinary water service lateral, including water meter, complete (see sheet 10 of 17) and connection to main waterline.
2. The property owner is responsible for all repair and maintenance of the culinary water service lateral from the City water meter to the point of connection with his private facilities.
3. Clearfield City is responsible for all repair and maintenance of the culinary water service from the culinary water main pipe to and including the water meter, meter box, lid & facilities contained therein.
4. All construction must meet Clearfield City Standards and all other adopted codes & standards.

SANITARY SEWER SERVICE NOTES:

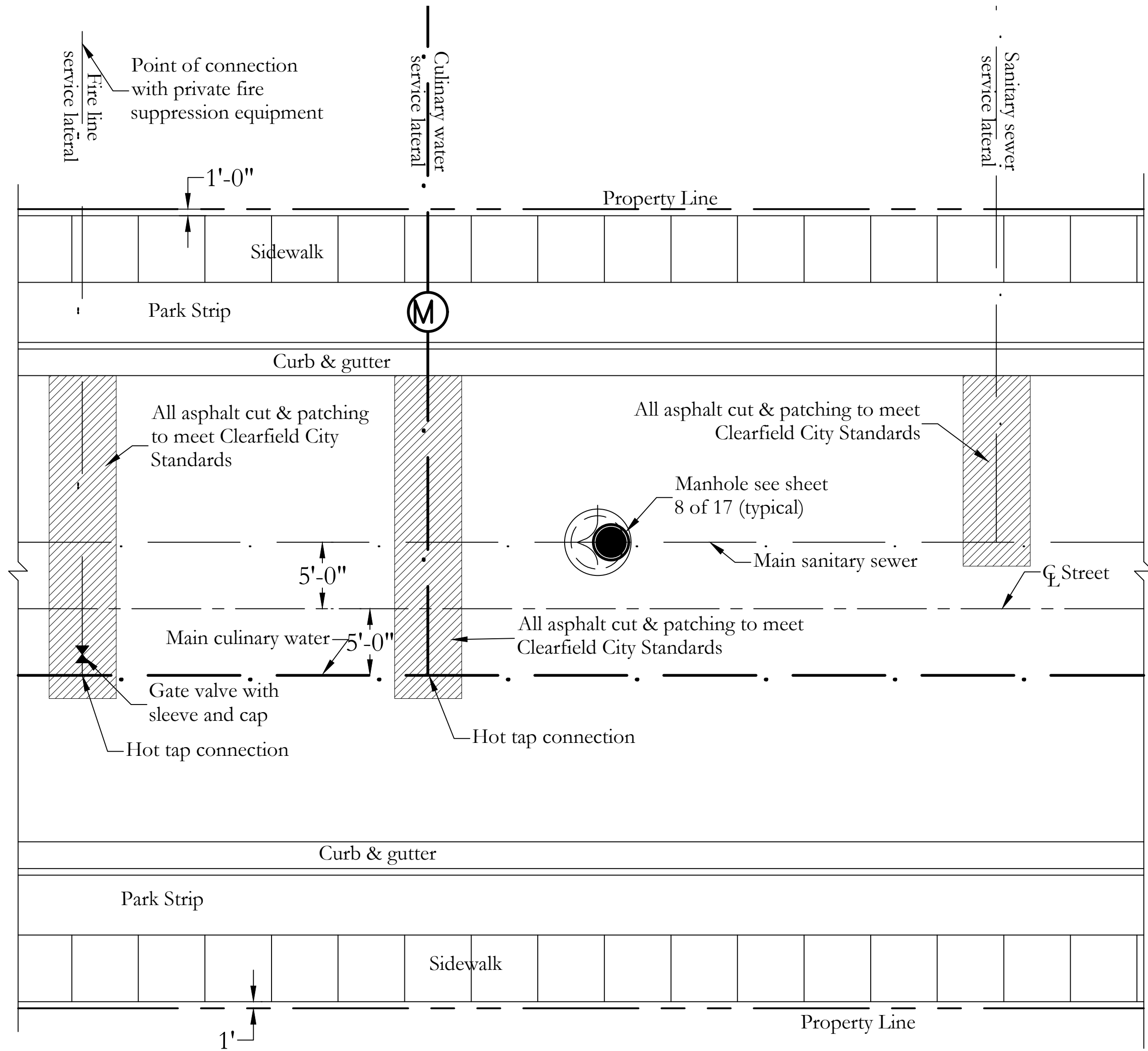
1. The property owner is responsible for all installation of the sanitary sewer service lateral and connection to main City sanitary sewer pvc pipeline with his private facilities.
2. The property owner is responsible for all repair and maintenance of the sewer service lateral from the main City sanitary sewer pipe to the point of connection.
3. All installed sanitary sewer service laterals shall be an approved pvc, and installed at Clearfield City Standards and above minimum slopes.
3. All construction must meet Clearfield City Standards and all other adopted codes and standards.

UTILITY SERVICE LATERAL DETAILS

SCALE: NONE

1

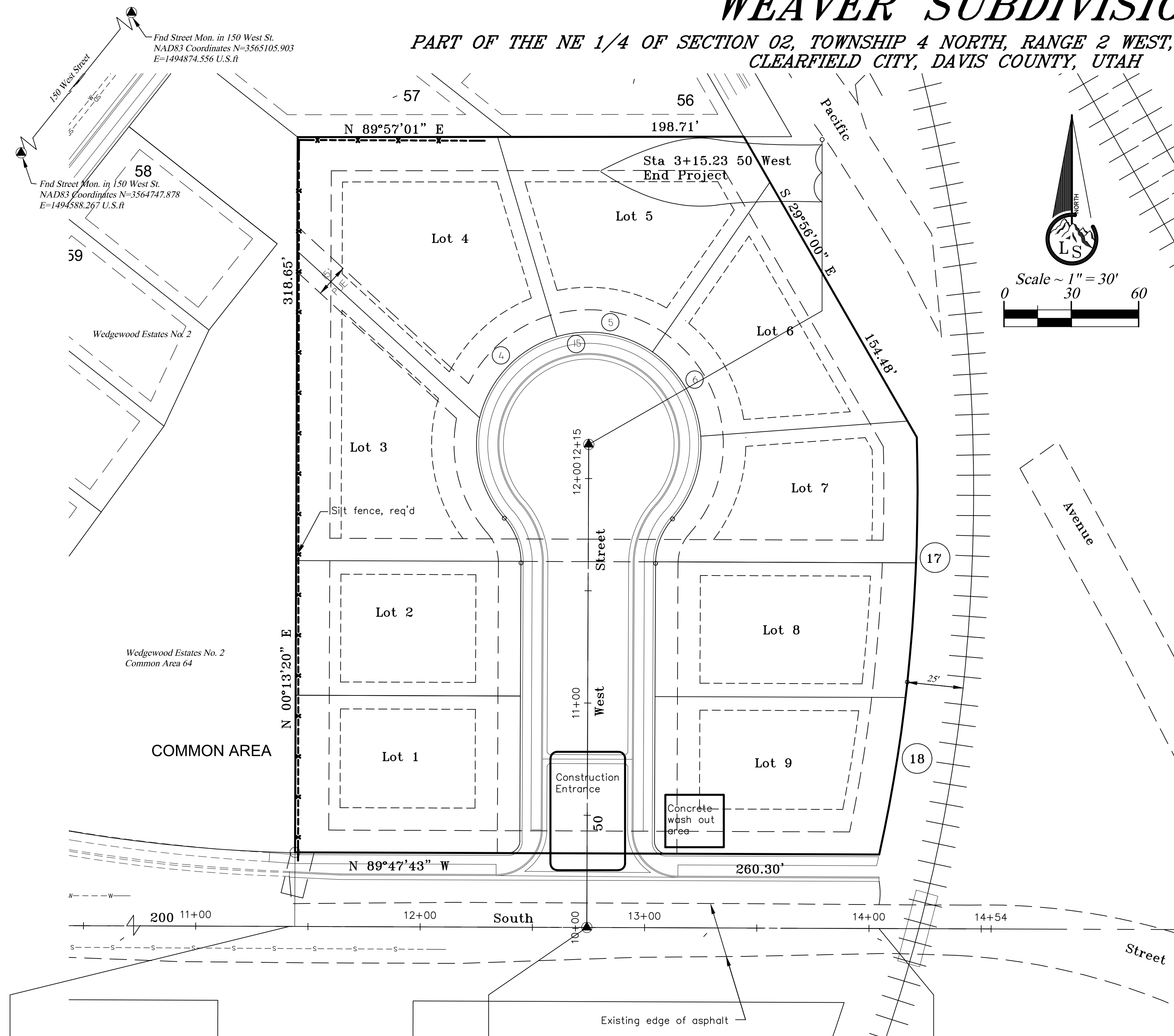
11



 WALL ENGINEERING, INC. 55 SOUTH MAIN, NO. 2 P.O. BOX 39 FILLMORE, UTAH 84631 (435) 864-7503 CELL wallengineering@frontiernet.net		 Landmark Surveying, Inc. A Complete Land Surveying Service www.LandmarkSurveyUtah.com 4646 South 3500 West - #A-3 West Haven, UT 84401 801-731-4075	
Preliminary not for construction, Recording Purposes, or Implementation		DEVELOPER: Kyle Weaver Address:	
Project: Weaver Subdivision 50 West 200 South Clearfield, UT		Location: SE 1/4 of Section 21, Township 3 South, Range 1 West, Salt Lake Base and Meridian.	ADA - Utility Patching
Revisions	DESIGNED BY: LW DRAWN BY: EDR	DATE: July 10, 2020 FILE: 3877	11 of 13

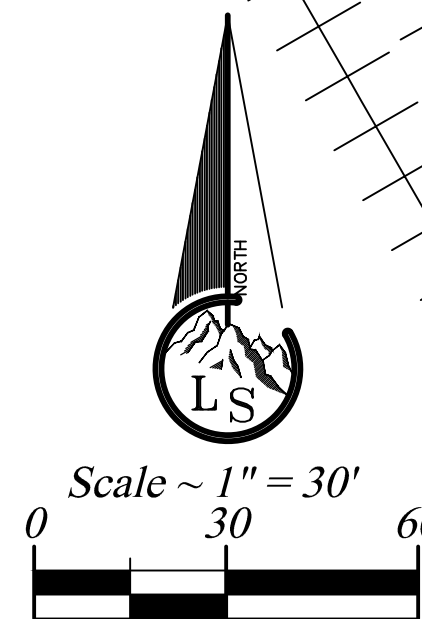
WEAVER SUBDIVISION

PART OF THE NE 1/4 OF SECTION 02, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN
CLEARFIELD CITY, DAVIS COUNTY, UTAH



Legend

- EASEMENTS (as labeled or granted)
- STREET CENTERLINE
- FND SECTION CORNER
- FND STREET MONUMENT
- FND CURB NAIL
- FND REBAR AND CAP
- SET #5x24" REBAR AND CAP STAMPED LANDMARK ELEVATION BENCHMARK
- ROAD/STREET DEDICATION
- RECORD DATA
- MEASURED DATA

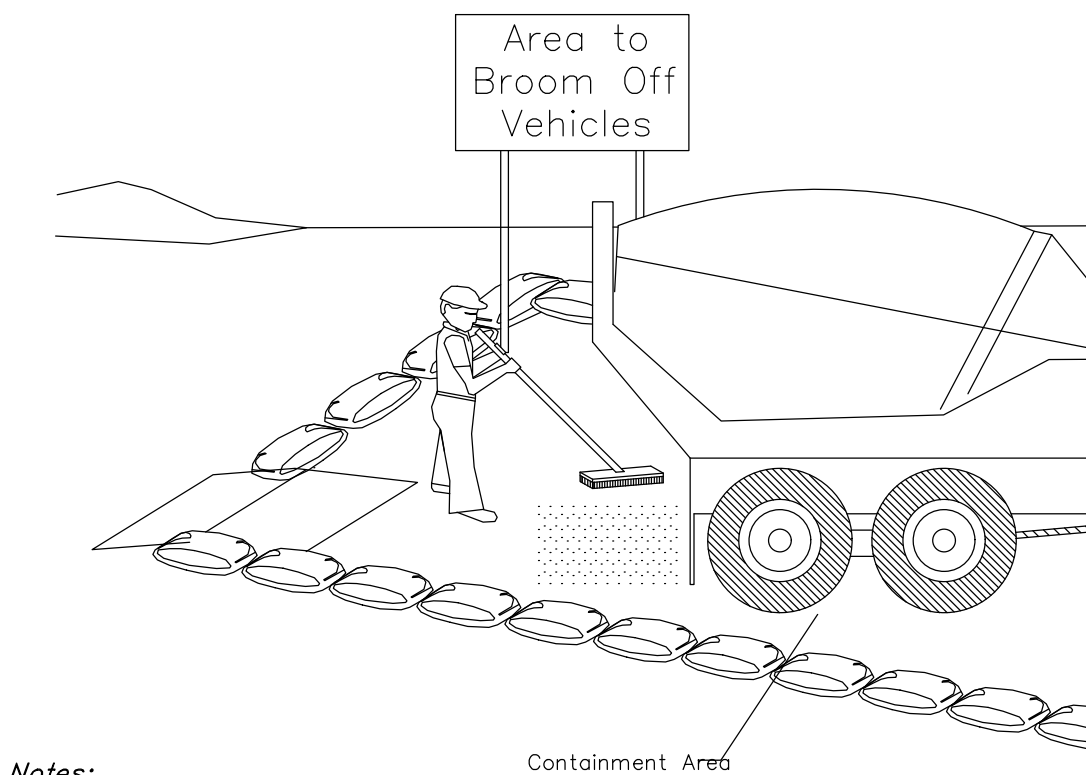


- IN CASE OF EMERGENCY, CALL _____ AT ()
- A STANDBY CREW FOR EMERGENCY WORK SHALL BE AVAILABLE AT ALL TIMES DURING POTENTIAL RAIN OR SNOW RUNOFF EVENTS. NECESSARY MATERIALS SHALL BE AVAILABLE ON SITE AND STOCKPILED AT CONVENIENT LOCATIONS TO FACILITATE RAPID CONSTRUCTION OF EMERGENCY DEVICES WHEN RAIN OR RUNOFF IS IMMINENT.
- EROSION CONTROL DEVICES SHOWN ON THIS PLAN MAY BE REMOVED WHEN APPROVED BY THE INSPECTOR IF THE GRADING OPERATION HAS PROGRESSED TO THE POINT WHERE THEY ARE NO LONGER REQUIRED.
- GRADED AREAS ADJACENT TO FILL SLOPES LOCATED AT THE SITE PERIMETER MUST DRAIN AWAY FROM THE TOP OF SLOPE AT THE CONCLUSION OF EACH WORKING DAY.
- ALL SILT AND DEBRIS SHALL BE REMOVED FROM ALL DEVICES WITHIN 24 HOURS AFTER EACH RAIN OR RUNOFF EVENT.
- EXCEPT AS OTHERWISE APPROVED BY THE INSPECTOR, ALL REMOVABLE PROTECTIVE DEVICES SHOWN SHALL BE IN PLACE AT THE BEGINNING OF EACH WORKING DAY OR ON WEEKENDS WHEN THE 5 DAY RAIN PROBABILITY FORECAST EXCEEDS 40%.
- ALL LOOSE SOIL AND DEBRIS, WHICH MAY CREATE A POTENTIAL HAZARD TO OFF SITE PROPERTY, SHALL BE REMOVED FROM THE SITE AS DIRECTED BY THE INSPECTOR.
- THE PLACEMENT OF ADDITIONAL DEVICES TO REDUCE EROSION DAMAGE WITHIN THE SITE IS LEFT TO THE DISCRETION OF THE DEVELOPER'S ENGINEER.
- DESILTING BASINS MAY NOT BE REMOVED OR MADE INOPERABLE WITHOUT THE APPROVAL OF THE INSPECTOR.
- EROSION CONTROL DEVICES WILL BE MODIFIED AS NEED AS THE PROJECT PROGRESSES, AND THE PLANS OF THESE CHANGES SUBMITTED FOR APPROVAL AS REQUIRED.

WATER POLLUTION PREVENTION NOTES:

THE FOLLOWING PROVISIONS WILL BE REQUIRED, AS A MINIMUM, FOR ANY CONSTRUCTION, CLEARING, GRADING, OR OTHER DISTURBANCE OF THE NATIVE GROUND. OTHER REQUIREMENTS MEETING THE POLLUTION PREVENTION PLAN MAY BE IMPOSED BY THE GOVERNING AGENCY OR THEIR REPRESENTATIVE, AS NEEDED PER SITE CONDITIONS:

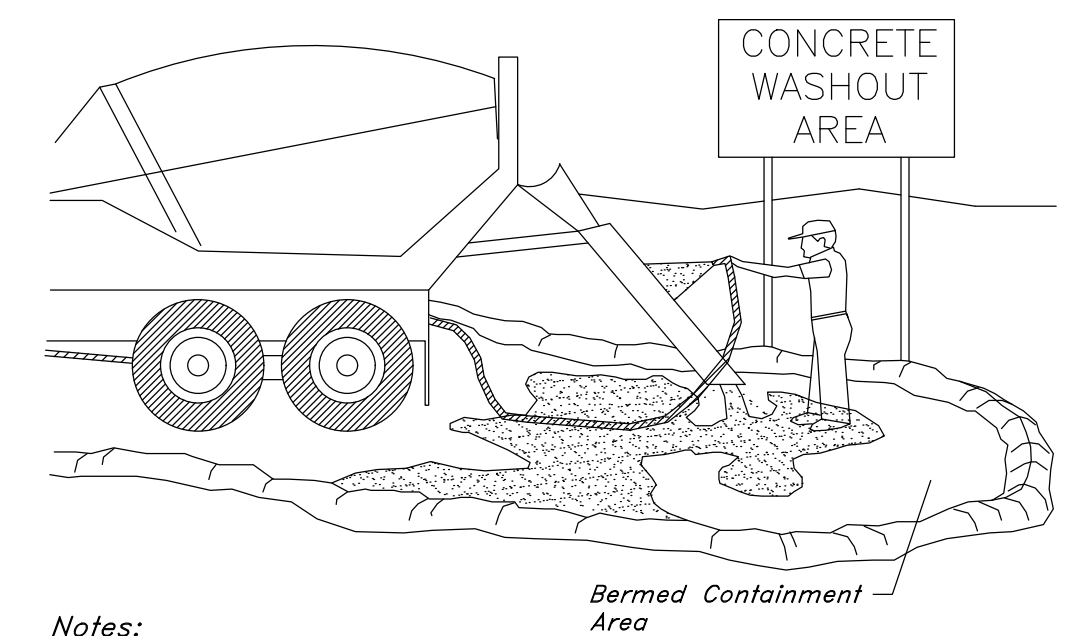
- SILT FENCING WILL BE REQUIRED AT ANY DOWNGRADE LOCATION ON THE SITE, WHERE IT IS DETERMINED THAT FLOWS FROM THE SITE WOULD IMPACT AN EXISTING DRAINAGE, IRRIGATION OR NEIGHBORING PROPERTY. SUCH FENCING SHALL BE CONSTRUCTED WITH A COLLECTION SWALE ON THE UPGRADE SIDE OF THE FENCING FOR COLLECTION OF SEDIMENTS.
- A STAGING AREA FOR CONSTRUCTION EQUIPMENT AND MATERIALS WILL BE REQUIRED AT EVERY SITE. THE STAGING AREA SHALL BE SUFFICIENTLY REMOVED FROM ANY IRRIGATION, DRAINAGE OR ROADWAY AND GRADED TO LIMIT RUNOFF INTO ANY WATERWAY OR EXISTING ROADWAY.
- A "CLEANUP" AREA WILL BE REQUIRED AT THE SITE, FOR THE REMOVAL OF MUD OR OTHER DEBRIS THAT ACCUMULATES ON CONSTRUCTION EQUIPMENT, PRIOR TO LEAVING THE SITE. THE CLEANUP AREA SHALL BE CONSTRUCTED AND GRADED TO LIMIT CONTAMINATION TO ADJACENT PROPERTIES, STREETS OR WATERWAYS BY SILT, MUD OR OTHER POLLUTANTS.
- A FILTERING METHOD (STRAW BALES, FILTERING FABRIC OR AN APPROVED EQUAL) WILL BE REQUIRED IN ANY DRAINAGES THAT MAY BE IMPACTED BY THE CONSTRUCTION. THE FILTERING WILL BE INSTALLED TO INTERCEPT THE FLOWS AWAY FROM THE SITE WHERE IT IS DETERMINED THAT THE CONSTRUCTION WOULD DAMAGE OR DEGRADE THE QUALITY OF WATER FLOWS.



Notes:

- At the end of each construction day, all sediment deposited on paved roadways and broom off area shall be removed and returned to the construction site.

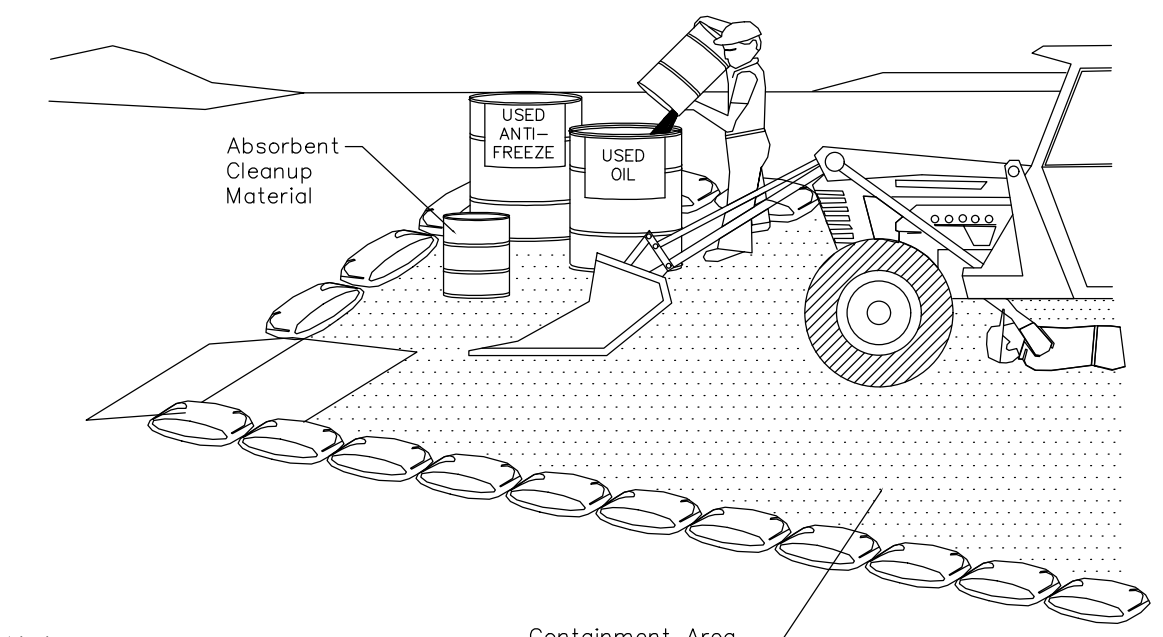
Construction Entrance With Broom Off Area



Notes:

- Excess and waste concrete shall not be washed into the street or into a drainage system.
- For washout of concrete and mortar products, a designated containment facility of sufficient capacity to retain liquid and solid waste shall be provided on site.
- Slurry from concrete and asphalt saw cutting shall be vacuumed or contained, dried, picked up and disposed of properly.

Concrete Waste Management



Notes:

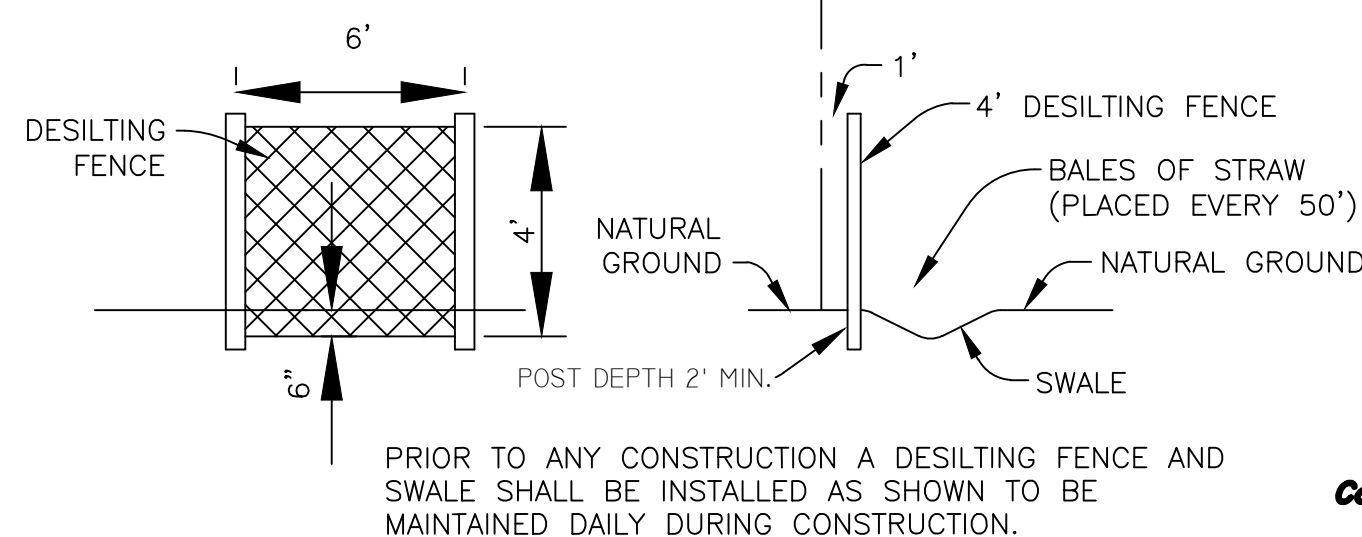
- Leaking vehicles and equipment shall not be allowed on-site. Equipment and vehicles shall be inspected frequently for leaks and shall be repaired immediately. Clean up spills and leaks promptly with absorbent materials; do not flush with water.
- Vehicles and equipment shall be maintained, and repaired on-site only in designated areas. Prevent run-on and run-off from designated areas.
- Containment devices shall be provided and areas shall be covered if necessary.
- Designate on-site vehicle and equipment maintenance areas, away from storm drain inlets and watercourses.
- Always use secondary containment, such as a drain pan or drop cloth, to catch spills and leaks when removing or changing fluids. Legally dispose of used oils, fluids, and lubricants.
- Provide spill containment dikes or secondary containment around stored oil, fuel, and chemical drums.
- Maintain an adequate supply of absorbent spill cleanup materials in designated area.

Equipment Repair/Maintenance

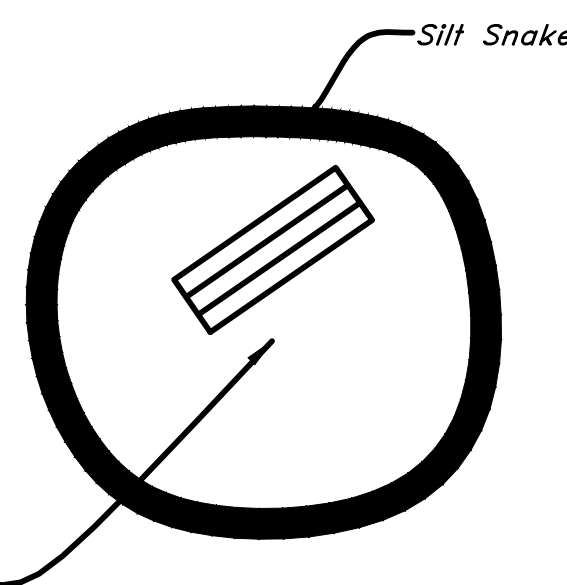
Sta 1+41.73 200 South
Beg. Project

Sta 2+74.26 200 South
Sta. Equation
Sta 1+00 50 West

Sta 4+04.42 200 South
End Project

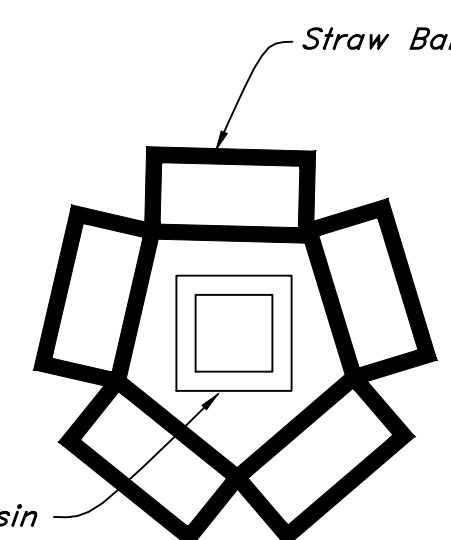


DESILTING FENCE DETAIL
Not to Scale



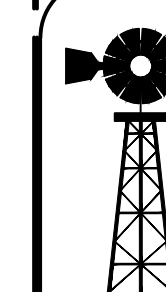
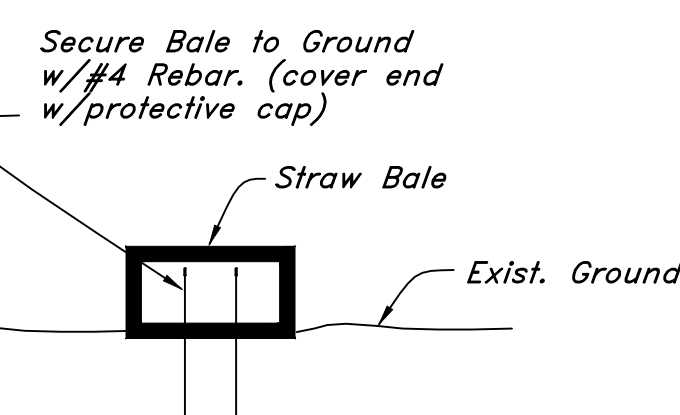
Silt Snake Detail
Not to Scale

Note:
Inspect the silt snakes on a weekly basis. If silt snake is showing signs of failure remove and replace those sections of the silt snake.



Note:

Use silt snake or engineer approved method to strain the storm water prior to flowing into catch basins and inlet boxes after paving and prior to site stabilization.



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55 SOUTH MAIN, NO. 2
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FILLMORE, UTAH 84631
(435) 864-7503 CELL
wallengineering@frontiernet.net

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4646 South 3500 West - #A-3
West Haven, UT 84401
801-731-4075

DEVELOPER: Kyle Weaver
Address:

12 of 13

Project: Weaver Subdivision
50 West 200 South
Clearfield, UT

Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian.

SWPPP

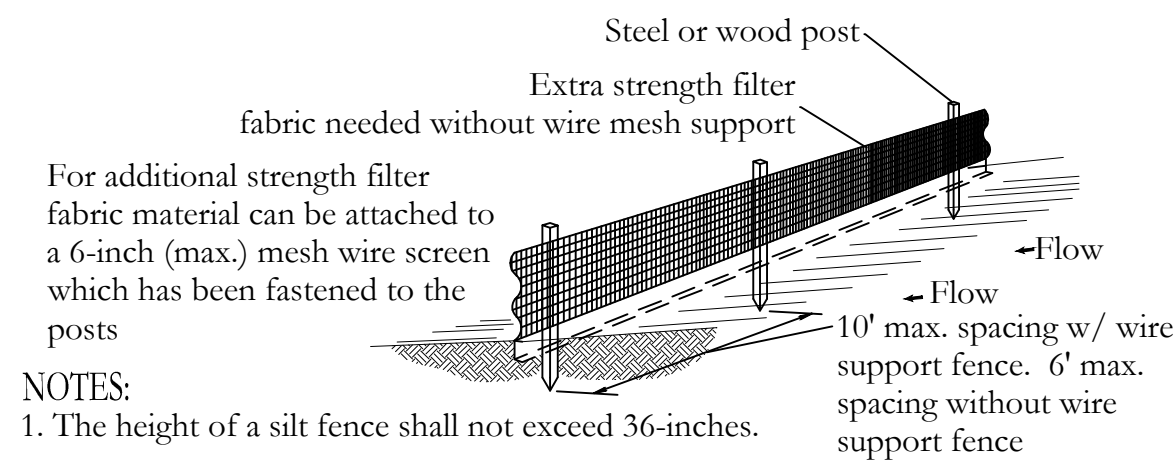
Revisions

DESIGNED BY: LW

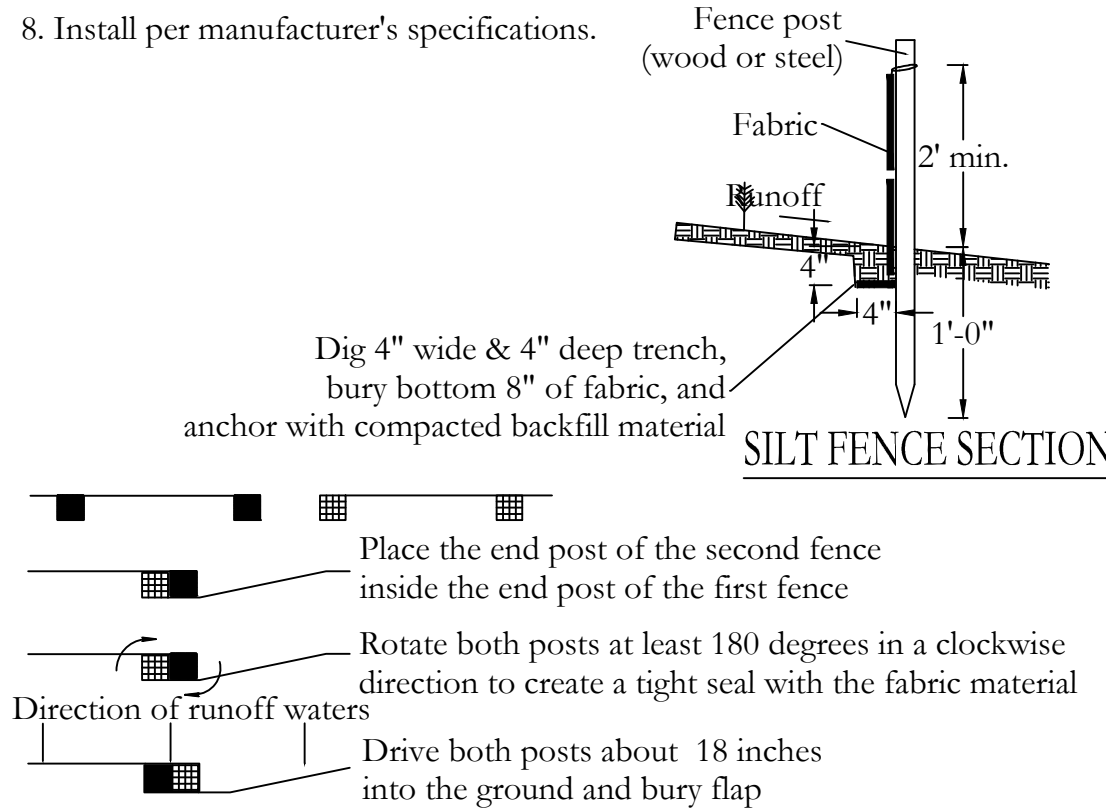
DATE: July 10, 2020

DRAWN BY: EDR

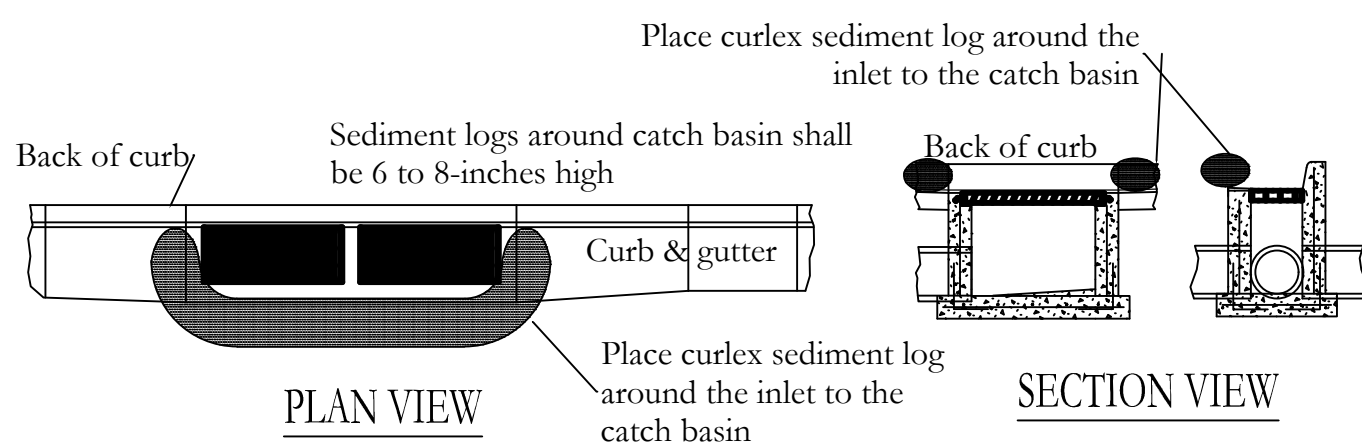
FILE: 3877



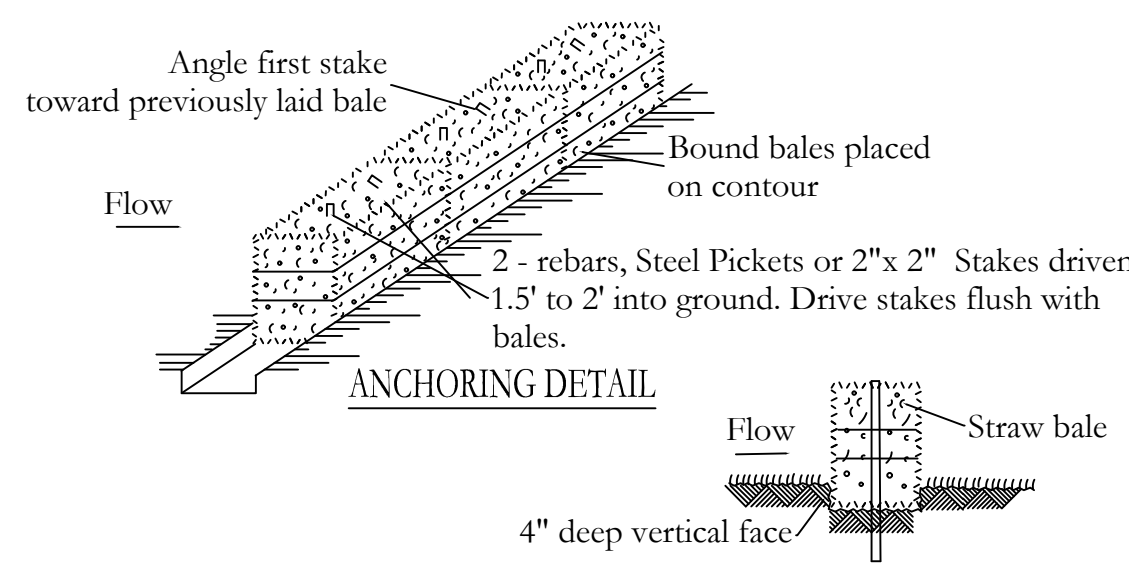
- For additional strength filter fabric material can be attached to a 6-inch (max.) mesh wire screen which has been fastened to the posts
- 10' max. spacing w/ wire support fence. 6' max. spacing without wire support fence
- NOTES:
1. The height of a silt fence shall not exceed 36-inches.
 2. The filter fabric shall be purchased in a continuous roll cut to the length of the barrier to avoid the use of joints.
 3. Posts shall be spaced a maximum of 10-feet apart at the barrier location and driven securely into the ground a minimum of 12-inches. When extra strength fabric is used without the wire support fence, post spacing shall not exceed 6 feet.
 4. A trench shall be excavated approximately 4 inches wide and 4 inches deep along the line of posts and upslope from the barrier.
 5. When standard strength filter fabric is used, a wire mesh support fence shall be fastened securely to the upslope side of the posts using heavy duty wire staples at least 1-inch long, tie wires, or hog rings. The wire shall extend into the trench a minimum of 2-inches and shall not extend more than 36-inches above the original ground surface.
 6. The standard strength filter fabric shall be stapled or wired to the fence, and 8-inches of the fabric shall be extended into the trench. The fabric shall not extend more than 36-inches above the original ground surface.
 7. The trench shall be backfilled and the soil compacted over the filter fabric.
 8. Install per manufacturer's specifications.



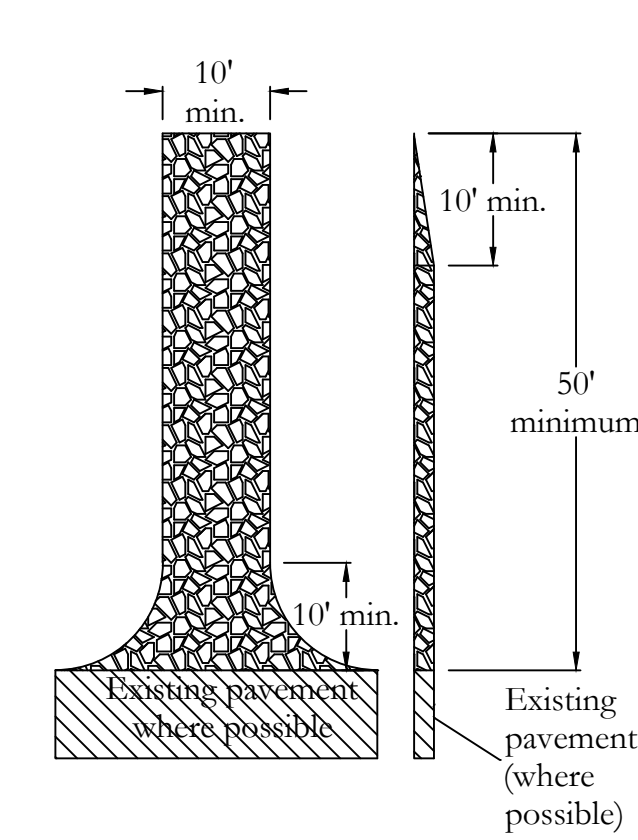
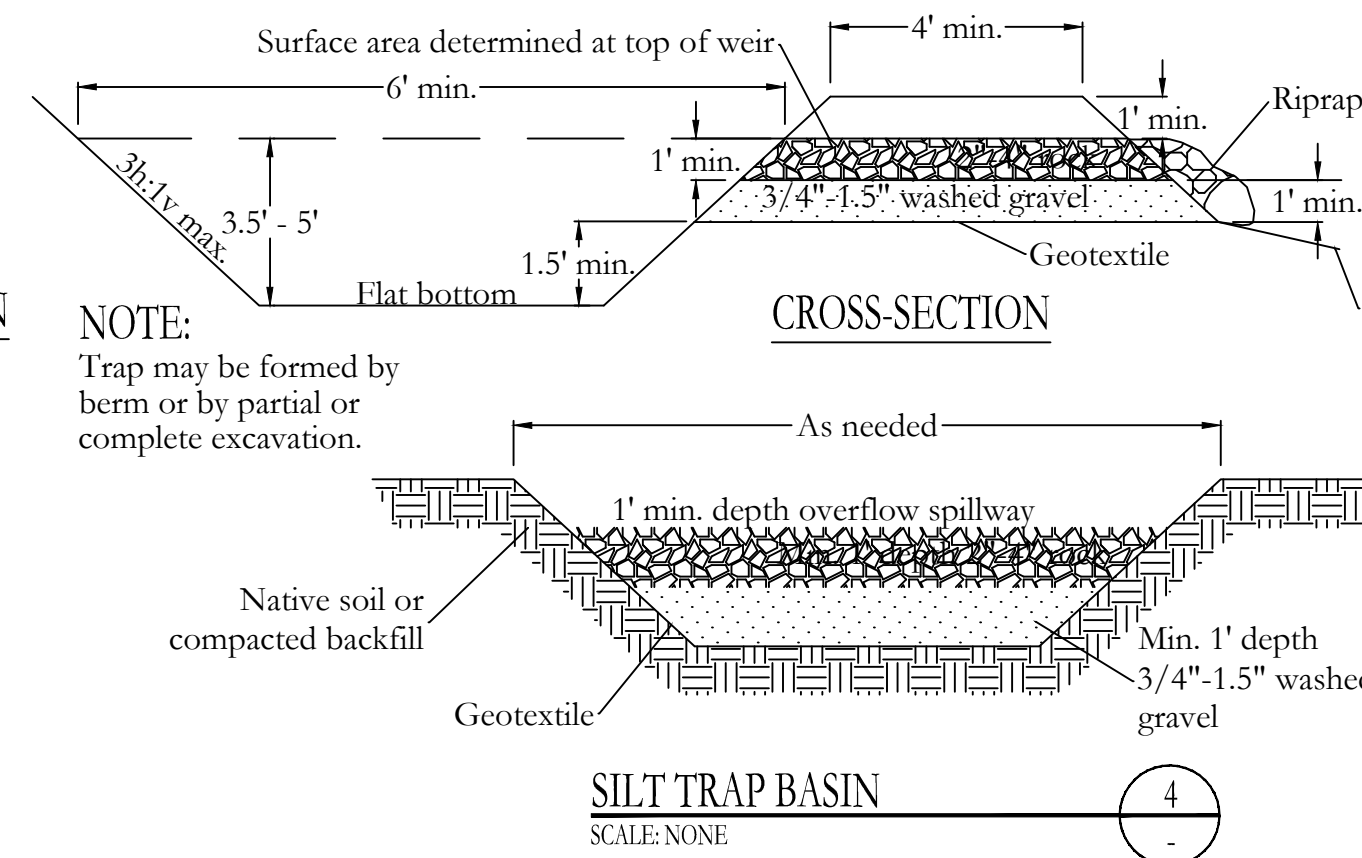
ATTACHING TWO SILT FENCES



NOTE:
Place barricade or weights to secure the curlex sediment log.



- NOTES:
1. Bales shall be placed at the top of slope or on the contour and in a row with ends tightly abutting the adjacent bales.
 2. Each bale shall be embedded in the soil a minimum of 4-inches, and placed so that bindings are horizontal.
 3. Bales shall be securely anchored in place by either two stakes or re-bars driven through the bale. The first stake in each bale shall be driven toward the previously laid bale at an angle to force the bales together. Stakes shall be driven flush with the bale.
 4. Inspection shall be frequent and repair replacement shall be made promptly as needed.
 5. Bales shall be removed when they have served their usefulness so as not to block or impede storm flow or drainage.



SCALE: NONE

STABILIZED CONSTRUCTION ENTRANCE PLAN

SCALE: NONE

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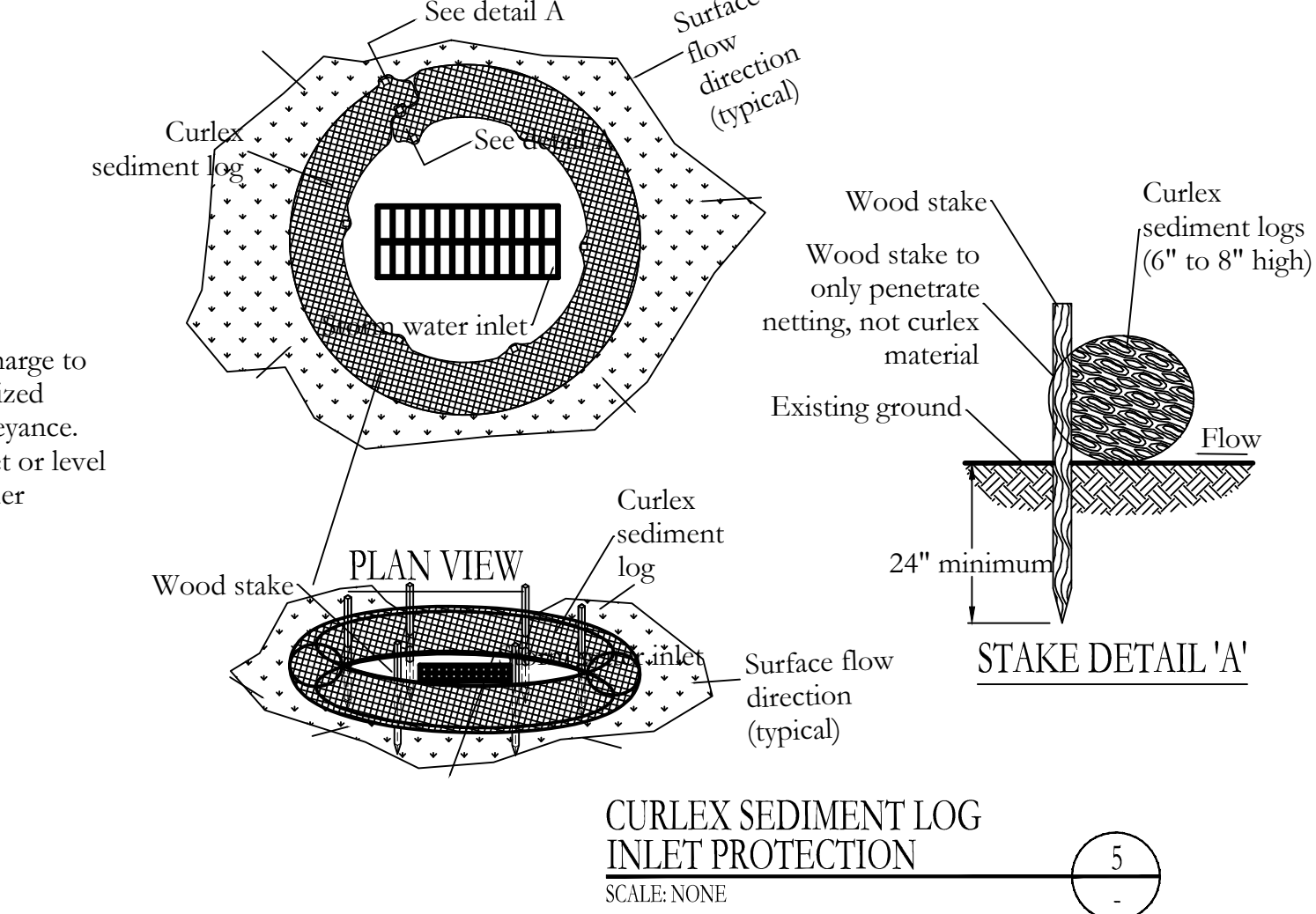
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- NOTES:
1. STONE SIZE- Use 2 to 3-inch stone or reclaimed concrete equivalent.
 2. LENGTH- As required, but not less than 50-feet.
 3. THICKNESS- Not less than 8-inches.
 4. WIDTH- 10-foot minimum, but not less than the full width at points where ingress of egress occurs.
 5. SURFACE WATER- All surface water flowing or diverted toward construction entrances shall be piped across the entrance. If piping is impractical, a mountable berm with 5:1 side slopes will be permitted.
 6. MAINTENANCE- The entrance shall be maintained in a condition which will prevent tracking or flowing of sediment into the public right-of-way this may require periodic top dressing with additional stone as conditions demand and repair and/or cleanout of any measures used to trap sediment. All sediment spilled, dropped, washed or tracked onto public right-of-ways must be removed immediately.
 7. Periodic inspection and needed maintenance shall be proved after each rainfall.
 8. Geotextile underliner will be installed under stone covering.



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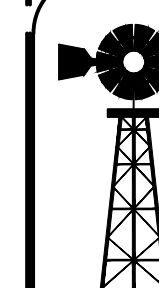
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4646 South 3500 West - #A-3
West Haven, UT 84401
801-731-4075

DEVELOPER: Kyle Weaver
Address:

12 of 13

Project: Weaver Subdivision
50 West 200 South
Clearfield, UT

Location:
SE 1/4 of Section 21, Township 3 South,
Range 1 West, Salt Lake Base and Meridian.

SWPPP BMP's

Revisions

DESIGNED BY: LW

DATE: July 10, 2020

DRAWN BY: EDR

FILE: 3877

26 March 2021

Clearfield City
55 South State Street
Clearfield City, Utah 84015

Attn: Brad McIlrath, Senior Planner
Proj: **Weaver Subdivision**
Subj: Review #2 – Review comments for Plat & Improvement Drawings

Dear Brad,

Attached is our review of the above referenced Plat and Improvement Drawings for your consideration. The following comments will need to be resolved prior to receiving recommended approval from our office.

Please Note the Following:

This Subdivision has several difficult problems and I would suggest we meet with the Developer and his Engineer and discuss those particular issues.

General Notes:

Please request the Developer or his Engineer, submit a response letter with their re-submittal of drawings answering all Engineering review comments contained herein.

Plat

1. Upon final approval and the printing of the mylar Plat, we want to request the date-Month & Year be added under the "Subdivision Title".
2. It would be helpful to place the "allowed building pad" on the individual lots since the lots are not very deep.
3. The easement between lot #3 and lot #4 for is for the new waterline and should be **designated as a Clearfield City waterline easement only** and not a general public utility easement.

Improvement Drawings – General Issues:

1. The “Geotechnical Study” will need to be **revaluated for seasonal ground water**. The report results indicate that the test holes were taken in July 2019 and with personal knowledge I have witnessed every Spring that the ground water is at the ground surface for many weeks.

In evaluating the perimeter land drainage system, the percolation rate of the soil needs to be evaluated immediately with the Spring precipitation. Addendum to the Geotechnical Report is required to be submitted in regards to ground water evaluation. The land drainage system shown will also need to be considered by the Developer’s Engineer following discussion with his Geotechnical Engineer. Comments on the use of basements on the subdivision lots also needs to be evaluated and stated in the report by the Geotechnical Engineer.

2. The Storm Water Plan with all required calculations will need to be prepared and submitted.
 - The calculations and the management of the 80-percential storm water volumes will need to be submitted for review.
 - Waterways crossing public roadways will not be approved. The storm water piping collection system will need to be extended up the street and to the easterly side of 50 West Street along with the required inlet catch basin boxes, manholes and combination box at the easterly end of the subdivision.
3. Demolition Plan:
 - Note #6 will need to be corrected – All existing utilities being removed, and abandon must be capped and disconnected at the location of the main service line (not just **near** the main line).
 - The current drawing date is needed under the title block of the drawing.
4. Grading Plan:
 - On the curb & gutter design show the curb & gutter slopes adjacent to the directional arrows (minimum slope approved is 0.5%).
 - Several references on the drawings will need to be adjusted to state that the construction of the roadway (200 South Street) will need to have at minimum 8” of untreated roadbase with 3” of bituminous asphalt and 1-½ “ depth of bituminous asphalt overlay. The same depths of roadbase & asphalt apply to 50 West Street.
 - With the additional comments on the drawings of “additional fill” which to be placed on all the lots, the amount of fill material to be brought in and placed, needs to be shown on the “Grading Plans”.
 - Show and label the **existing and the proposed** contour lines.

- Modify the 5' wide trench/swale design. Show the proposed trench/swale slopes with any grade changes and the flow line elevations along with the top of trench swale around the perimeter of the subdivision. My opinion is that the 1:1 side slope is too steep, I would recommend 1:2 ½.

5. Utility Plan:

- Three culinary water control gate valves are required at the intersection of 50 West Street / 200 South Street
- An additional culinary water control gate valve will be required at the waterline angle at the front of the cul-de-sac.
- The sanitary sewer service lateral for lot #5 will need to be attached to the 8" main pipeline as a wye connection rather than into the manhole located in the cul-de-sac.
- The fire hydrant control gate valve must be attached to the water main line tee connection (adjust the drawing accordingly).
- A concrete grade ring (4"- thick and 12"- wide) needs to be installed around the collection box on the westerly side of lot #1.
- A note on the drawings will need to state that all culinary waterlines are to be DR-18.

6. Miscellaneous

- Handicap ramps are required at the roadway intersections and there needs to be a minimum of a 4' x 4' turning pad (maximum grade 2%) with the truncated identification pad.
- A street light will be required at the intersection of 50 West Street / 200 South Street.
- On Sheet 8 the reference to the North Davis Sewer District can be removed from the drawings since all sewer pipeline connections, for this subdivision will be onto Clearfield City sanitary sewers.

Should you have any questions, feel free to contact our office.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.



N. Scott Nelson, P.E., S.E.

City Engineer

Cc. Adam Favero, Public Works Director
 Braden Felix, PE., Deputy Public Works Director
 Brad Wheeler, Street Superintendent
 Kenny England, Utility Superintendent



From the Desk of
Deputy Chief John Taylor
NORTH DAVIS FIRE DISTRICT
381 NORTH 3150 WEST
OFFICE: (801) 525-2850
FAX: (801) 525-6935
EMAIL: JTAYLOR@NOFIRES.ORG

TO: Brad McIlrath / Clearfield City Planner

FROM: John Taylor / Fire Marshal

RE: Weaver Meadows Subdivision

DATE: March 22, 2021

I have reviewed the site plan submitted for the above referenced project. The Fire Prevention Division of this Fire District has the following comments/concerns.

1. The minimum fire flow requirement is 1000 gallons per minute for 60 consecutive minutes for residential one- and two-family dwellings. Fire flow requirements may be increased for residential one and two family dwellings with a building footprint equal to or greater than 3,600 square feet or for buildings other than one and two family dwellings. Provide documentation that the fire flow has been confirmed through the Clearfield City water dept.
2. Fire hydrants and access roads shall be installed prior to construction of any buildings. All hydrants shall be placed with the 4½" connection facing the point of access for Fire Department Apparatus. Provide written assurance that this will be met.
3. Prior to beginning construction of any buildings, a fire flow test of the new hydrants shall be conducted to verify the actual fire flow for this project. The Fire Prevention Division of this Fire District shall witness this test and shall be notified a minimum of 48 hours prior to the test.
4. All fire apparatus access roads shall be a minimum all-weather, drivable and maintainable surface. There shall be a minimum clear and unobstructed width of not less than 26 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches. Dead-end roads created in excess of 150 feet in length shall be provided with an approved turn-around.
5. If grades exceed 8%, approval from the City Engineer and the Fire District is required.
6. An application and review fee are required before final approval.

These plans have been reviewed for Fire District requirements only. Other departments must review these plans and will have their requirements. This review by the Fire District must not be construed as final approval from Clearfield City.



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Curtis Dickson, Community Services Deputy Director
MEETING DATE: May 11, 2021
SUBJECT: Outdoor Court Re-surfacing Project

RECOMMENDED ACTION

Approve the award of bid for the Outdoor Court Re-surfacing Project to C & C Contractor's, Inc. d.b.a. Parkin Tennis Courts for the amount of \$76,500 with a contingency of \$3,500 for a total project cost of \$80,000; and authorize the Mayor's signature to any necessary documents.

DESCRIPTION / BACKGROUND

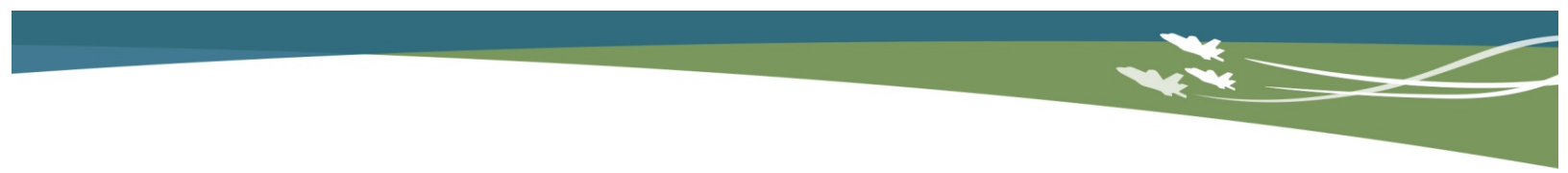
The Parks and Open Space capital budget for FY2021 has monies budgeted to resurface the tennis and basketball courts at Kiwanis Park and the basketball courts at Fisher Park.

Staff solicited bids for the project and had two potential bidders show for the mandatory walkthrough on March 30, 2021. The bid closed with one bid submitted by Parkin Tennis Courts for \$32,300. The total budget for the court re-surfacing is \$40,000. During the bid process staff also received bids on re-surfacing the other basketball courts in the parks system at Barlow, Fox Hollow, Islandview and Jacobsen Parks. The total for these other parks is \$44,200 for a total project cost of \$76,500. Since the additional four parks are more than what is budgeted, staff does not recommend doing those courts at this time due to budget constraints and their condition. Staff plans to use these prices to project re-surfacing these courts in a future fiscal year.

During the Council work session on May 4, 2020, the Mayor and Council felt it was in the best interest of the City to re-surface all of the basketball and tennis courts in the parks system. To accomplish this, the Mayor and Council directed staff to amend the project budget with an additional \$40,000 from the PARAT Tax fund to accomplish the entire project

HEDGEHOG ANALYSIS

These court re-surfacing projects are already a part of the FY21 budget and do not have a hedgehog score. However, staff feels these are a necessary priority given the current condition of these courts and will assist with the other renovations that have occurred at Kiwanis Park. Additionally, the courts at Fisher are in severe need of re-surfacing especially with the amount of use and visitation to Fisher Park.



CORRESPONDING POLICY PRIORITY (OR PRIORITIES)

Providing Quality Municipal Services: This project continues the path of continuous improvement, fiscal responsibility and having well planned facilities and infrastructure. This project will help the continual improvement of the City's existing irrigation infrastructure by making these courts not only more visually appealing, but safer with the new surfacing. People using the courts will know where the lines of the courts are and be able to better enjoy their time at these parks.

FISCAL IMPACT

The fiscal impact is the capital investment of re-surfacing the courts for the bid amount of \$32,300. This will help preserve the life of the courts as well by patching and re-surfacing the concrete underneath, so it has a longer service life.

ALTERNATIVES

Alternatives for this project are as follows:

- Fund the project as outlined in the FY2021 budget (Staff's recommendation)
- Use an additional \$36,500 of capital funds to re-surface all 7 of the outdoor courts in the Parks infrastructure system
- Not fund the project

SCHEDULE / TIME CONSTRAINTS

If Council is willing to move forward this will be on the next policy session for formal approval. The project would begin immediately once contracts are signed and in place. The goal is to have the the project finished by the end of the FY21 fiscal year.

With the Council's direction from the May 4 work session to expand the original project scope from Kiwanis and Fisher park to the additional parks in the system, the project will roll into the FY22 fiscal year and will be completed by late July to early August.

LIST OF ATTACHMENTS



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Curtis Dickson Community Services Deputy Director
MEETING DATE: May 11, 2021
SUBJECT: Arts Center Renovation Project

RECOMMENDED ACTION

Approve the award of bid for the Art Center Renovation Project to Cinnamon Creek Construction for the amount of \$512,108 with a contingency of \$81,522 for a total project cost of \$593,630; and authorize the Mayor's signature to any necessary documents.

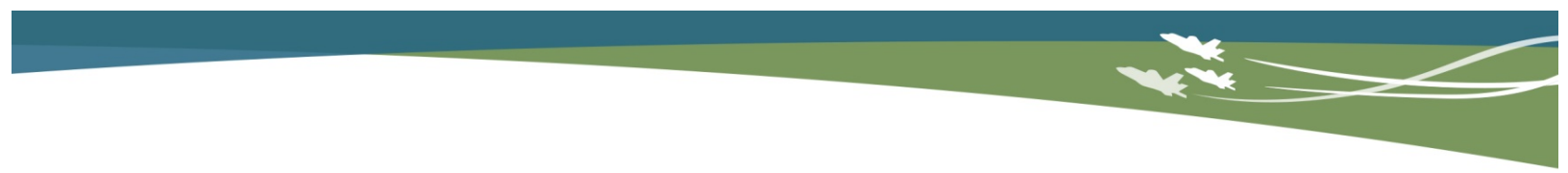
DESCRIPTION / BACKGROUND

The Facility Division's capital budget for FY2021 has monies budgeted to remodel the Clearfield Community Arts Center. The Arts Center Remodel has been a phased project over the last eight years with the previous phases being an exterior remodel and new windows and electrical service consolidation and upgrades occurring over that time. This next phase will remove numerous interior walls, create larger multi-purpose rooms, offices, concessions, tiered seating in the theater, upgrade the remainder of the electrical and have new flooring, LED lighting upgrades, paint, new roof membrane and storage areas.

Staff solicited bids to remodel the first and second floors at the Arts Center with a current budgeted amount of \$550,000 between capital and PARAT Tax funding for the interior remodel and an additional \$65,000 to replace the roof in the FY22 budget. The mandatory walkthrough on April 7 had 10 potential bidders in attendance. The bid closed with four bids submitted. The submitted bids ranged from \$512,108 to \$810,800. If all the funding remains in the FY22 budget there would be \$615,000 total for the project. This would be enough funding to cover the bid plus contingency. Also, if council is not comfortable with the contingency amount, council could add additional funds from the PARAT Tax. Currently there is \$218,000 in PARAT Tax funding available with revenues received through January 2021. The Finance Division is estimating an additional \$146,000 of additional PARAT Tax money coming in through the end of June 2021.

HEDGEHOG ANALYSIS

As this is a multi-year phased project it does not have a hedgehog score. However, the Parks and Recreation Commission and the Mayor and City Council has requested this be a priority so better serve the arts and culture community in Clearfield and the surrounding area.



CORRESPONDING POLICY PRIORITY (OR PRIORITIES)

Providing Quality Municipal Services: This project continues the path of continuous improvement, fiscal responsibility and having well planned facilities and infrastructure. This project will help the continual improvement of the City's existing facilities and program offerings through the Community Services Department. This will allow the Community Services Department to continue to offer a very diverse palette programming to assist in meeting the widely varying needs of the citizens of Clearfield.

FISCAL IMPACT

The fiscal impact is the capital investment of the remodel for the bid amount of \$512,108 plus contingency. Staff expects once the renovations are complete, we will see a reduction in the power consumption with all the lighting being converted to LED thus reducing the City's overall power bill. Additionally, maintenance staff should see a reduction in their workload at the Arts Center which will allow them to focus more of their time on other areas of need throughout the City's other facilities.

ALTERNATIVES

Alternatives for this project are as follows:

- Fund the entire project with the current FY21 and proposed FY22 budget for a total project amount of \$615,000 (Staff's recommendation)
- Reduce the overall scope of the project and only remodel part of the Arts Center
- Not fund the project.

SCHEDULE / TIME CONSTRAINTS

If Council is willing to move forward this will be on the next policy session for formal approval. The project would begin immediately once contracts are signed and in place. The contractor is eager to begin so material and sub-contractor prices can be locked in due to the current cost climate in the construction industry. The contractor's timeframe for the project is five months. This would put the completion of the Arts Center Renovation around November of 2021.

LIST OF ATTACHMENTS



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Nancy Dean, City Recorder
MEETING DATE: May 11, 2021
SUBJECT: Establishing Polling Location and Vote Centers for the Upcoming Municipal Election

RECOMMENDED ACTION

Approve the 2021 Polling Locations and Vote Centers for the upcoming Municipal Elections and authorize the Mayor's signature to any necessary documents.

DESCRIPTION / BACKGROUND

The City will be holding municipal elections this year and as a result the County Clerk's office has had to make changes to the designated polling location and vote centers since last year's election. Utah Code Annotated § 20A-5-303 requires the County to designate those changes at least 90 days prior to an election. The County has asked the cities to designate the polling location and vote centers no later than May 12, 2021 since there may be a need to hold primary elections in August.

The City received an email this week asking for approval of the polling location and vote centers by the Council. The notification from the County did not allow sufficient time for staff to bring the item to work session. Traditionally, the City has not had to do this until July but the changes require additional notice time.

HEDGEHOG ANALYSIS

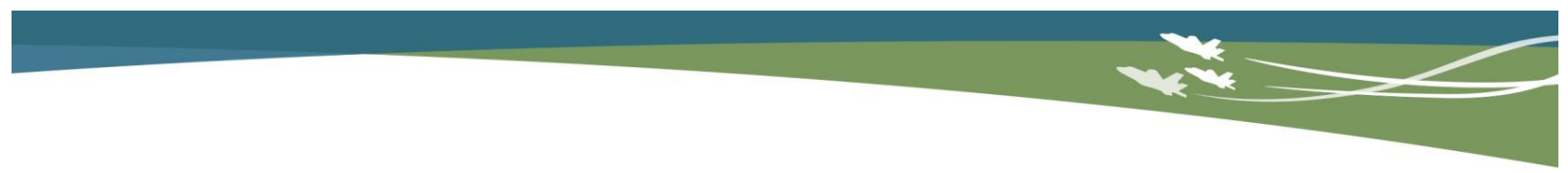
There is no hedgehog analysis because it is required by State Law.

CORRESPONDING POLICY PRIORITY (OR PRIORITIES)

The corresponding policy priority is "Providing Quality Municipal Services"

FISCAL IMPACT

There is no fiscal impact associated with this action.



ALTERNATIVES

There are no alternatives available.

SCHEDULE / TIME CONSTRAINTS

Must be completed prior to May 12, 2021.

LIST OF ATTACHMENTS

- Approval of 2021 Polling Location and Vote Centers

CLEARFIELD CITY RESOLUTION 2021R-10

A RESOLUTION APPROVING THE POLLING LOCATION AND VOTE CENTERS FOR THE MUNICIPAL ELECTIONS ON AUGUST 10, 2021 AND NOVEMBER 2, 2021

WHEREAS, Clearfield City Corporation (the “City”) is holding its municipal elections by-mail; and,

WHEREAS, State Law allows the City to provide vote centers on those election days, August 10, 2021 and November 2, 2021, for registered voters who choose to vote in person; and,

WHEREAS, the City has designated its voting centers as identified in Exhibit ‘A;’ and,

NOW THEREFORE BE IT RESOLVED by the Clearfield City Council that pursuant to Title 20A, Chapter 5, Parts 4 and Chapter 3a, Part 7 of the Utah Code:

- 1) the vote centers identified in ‘Exhibit A’ are hereby approved; and
- 2) the City Recorder is hereby authorized to make changes as needed to facilitate the operations of the elections.

Passed and adopted by the City Council at its regular meeting on May 11, 2021.

ATTEST

CLEARFIELD CITY CORPORATION

Nancy R. Dean, City Recorder

Mark R. Shepherd, Mayor

VOTE OF THE COUNCIL

AYE:

NAY:

Approval of 2021 Polling Location and Vote Centers

In accordance with 20A-5-403 the following has been designated a polling place for the 2021 Municipal Primary and General Elections for Clearfield City and is established as a common polling place for all voting precincts within this city in accordance with 20A-5-303.

Clearfield City Hall
55 South State Street
Clearfield UT 84015

In addition, and in accordance with 20A-3a-703, the following are designated as Election Day voting centers, so long as the cities in which these buildings are located, are required to hold an election.

Bountiful Library	725 South Main Street, Bountiful
Centerville Library	45 South 400 West, Centerville
Clinton Recreation Center	1651 West 2300 North, Clinton
Farmington Community Center	120 South Main Street, Farmington
Fruit Heights City Hall (for General Election Only)	910 South Mountain Road, Fruit Heights
Kaysville Library	215 North Fairfield Road, Kaysville
Davis Conference Center	1651 North 700 West, Layton
North Salt Lake City Hall	10 East Center Street, North Salt Lake
South Weber Family Activity Center	1181 Lester Drive, South Weber
Sunset City Hall	200 West 1300 North, Sunset
Syracuse Library	1875 South 2000 West, Syracuse
West Bountiful City Hall	550 North 800 West, West Bountiful
West Point City Hall	3200 West 300 North, West Point
Woods Cross City Hall	1555 South 800 West, Woods Cross



STAFF REPORT

To: Mayor Shepherd and City Council Members
From: Rich Knapp, Finance Manager
Meeting Date: May 11, 2021
Subject: Fiscal Year 2022 Tentative Budget

Recommended Action

Staff recommends the City Council adopt the FY 2022 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.

Hedgehog Analysis

The budget is legally required, a high priority, and an essential task.

Corresponding Policy Priorities

This budget allocates the City's limited resources to further all policy priorities including quality municipal services, image, livability and economy, and a highly motivated and a well-trained workforce.

Fiscal Impact

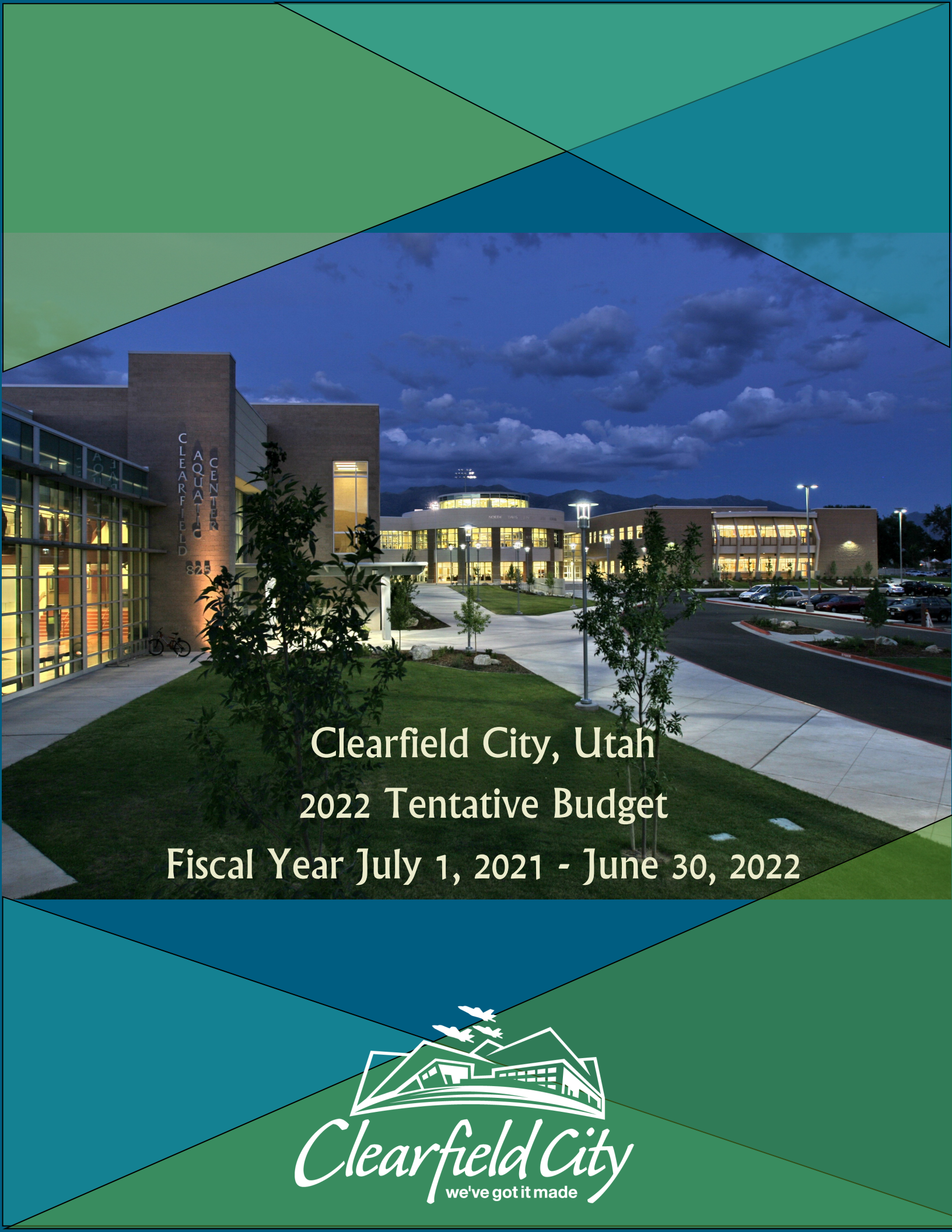
The final adopted budget is a legally binding financial plan. The proposed budget has total revenues and transfers equal to \$36,030,492 in addition to \$22,737,446 use of fund balance, equaling \$58,767,937 in total sources. Total appropriations equal \$58,767,338.

Schedule / Time Constraints

The Tentative Budget must be approved on or before the first scheduled meeting in May, and the final budget must be approved by June 30 if there is no truth in taxation. With a truth in taxation the last opportunity to adopt the final budget is August 31.

Alternatives

There is no alternative to budgeting for FY22. The possibilities of how to allocate resources are many.



Clearfield City, Utah
2022 Tentative Budget
Fiscal Year July 1, 2021 - June 30, 2022



City Manager's Message

May 11, 2021

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

It is my pleasure to present the Fiscal Year 2022 Tentative Budget for Clearfield City. This budget document provides detailed information concerning the financial condition and activity of the City government, and 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 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.

Expecting the worst from the COVID-19 pandemic, the FY21 budget included a very conservative estimate for sales tax revenue (the City's largest revenue source). However, sales tax never really took a hit, and therefore this FY22 budget reflects a \$1.45 million increase in sales tax revenue compared to FY21. Also, by holding the total property tax rate constant, the City anticipates a growth in total property tax revenue of \$90,000. An additional \$350,000 of property tax that had been pledged to now-paid-off debt also becomes freed up for other current and future priorities. As a result of holding the property tax rate constant, the tax increase to the average household is estimated to be \$8.00 higher than last year. And with the rapid pace of development and redevelopment, related fees continue to grow.

Even with these additional revenues, ensuring the ongoing sustainability of our operations and keeping up with inflation are being constantly considered. As part of maintaining a highly motivated and well-trained workforce, the FY22 budget accommodates a reasonable market/merit increase to wages and a moderate 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, especially given this ever more competitive labor marketplace and ultra-low unemployment rates.

To address the Council's priorities and the growing needs of our community, the FY22 budget provides for the following additions and changes to staffing:

- FT Police Officer
- FT Inspector (PW)
- PT Admin Assistant (CS)
- PT Park Maint Specialist
- Seasonal Parks Maintenance
- Convert PT Planning to FT
- Convert PT Facilities Maintenance to FT

The budget also includes funds for important capital projects, such as street surface treatments (\$500,000); Arts Center renovation (\$550,000); cemetery expansion (\$795,000); a restroom in Central Park (\$90,000); renovating restrooms at Island View, Kiwanis, & North Steed Parks (\$150,000); and replacing the Jacobson Park Playground (\$130,000). In addition, the construction of the next phase of the Maintenance and Operations Center is now funded for \$5.3 million. To a significant extent, reserves are being used for these one-time costs. We also anticipate the construction of public improvements at Clearfield Station in FY22, which will require a future budget amendment.

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, as we strive to create places where people want to be.

Respectfully,



JJ Allen
City Manager

FY22 Budget Highlights

Revenues

\$1.45M budget increase to Sales Tax
\$440k increase to operating Property Tax - GO Bond recapture by maintaining the same rate
\$410k decreased Energy Tax
\$110k increase in Building Permits
\$2.24 million use of Unrestricted Fund Balance for one-time expenses
Ending Unrestricted Fund Balance 19.5% of revenues, \$683k over 2 month operating exp
General Fund Net Operating Surplus \$75k
\$500k operational revenue committed for future use
City utility rate Increase July 1, 2021 & January 2022 \$1.98 per month
Garbage & Recycling-up .16 per garbage can, up .15 cents recycling

} Enterprise Funds Only

Personnel

Market/Merit Increase 4%
Several Pay grade shifts
7% Health Insurance Increase
New Police Officer, FT PW Inspector, PT to FT Planner, PT to FT Facility Maintenance
New PT Comm Services Admin Assistant, Park Maintenance - 1 PT & 3 seasonals

Capital Projects

\$5.3M Maintenance & Operation Center Ph 3, \$1.06M split 5 funds, partially federal funded
\$795k Cemetery Expansion - FY20 set aside \$250k
\$550k Arts Center Renovation - \$150k from FY21 set aside, \$250k PARAT
\$500k Street Surface Treatment
\$300k Future street project set aside
\$130k Replace Jacobson Park Playground
\$150k Island View, Kiwanis, & North Steed Restroom Renovations
\$90k Central Park Restroom
\$80k Arts Center update landscaping and add musical equipment
\$200k 3 Marquee Monument Signs
\$272k Water - 700 S. Reservoir Site Repairs/PRV & Flow Valve Rebuild
\$133k Storm - Reimbursement DWCC/Airline Drive Drainage

} Enterprise Funds Only

Other

\$75k Centennial Celebration
\$42k Election

General Fund-Budget Net Ongoing Rev & Exp

Measure of Sustainability

Sources

Revenues	\$18,650,109
Transfer In	\$1,230,200
Non-Operating Revenues	-\$2,103,789
Total Operating Revenue	\$17,776,520

Ongoing Expenditures

Personnel	\$11,782,825
Materials & Services	\$4,771,632
Debt	\$1,147,091
Total Operating & Debt	\$17,701,549

Net Ongoing Surplus	\$74,971
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General Fund Budget Summary

Measure of Security		
		FY22
Sources		
Revenues & Transfers In	\$	19,880,309
Use of Restricted	\$	(37,000)
Total Sources	\$	19,843,309
Expenditures		
Personnel	\$	11,782,825
Materials & Services	\$	4,771,632
Debt	\$	1,147,091
Total Operating & Debt	\$	17,701,549
One-time Operations Expense	\$	229,700
CDBG (pass through)	\$	175,673
Capital	\$	3,983,468
Total One-time Expenses	\$	4,388,841
Total Expenditures	\$	22,090,390
Use of Available Reserves	\$	(2,247,081)
Est Beg Unrestricted Balance	\$	5,881,159
End Unrestricted Fund Balance	\$	3,634,078
Unrestrctd % of Revenues		19.5%

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

Two Month Operating Exp
\$2,950,258

Amount Above Two Mnth Oper
\$683,820

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
100000 General Fund					
Taxes					
311001 Current General Property	1,583,670	1,683,956	2,096,262	2,536,556	440,294
311002 Vehicle Value Based Tax	135,928	116,041	115,000	115,000	-
312001 Delinquent Taxes Prior Yr	145,729	49,680	55,000	55,000	-
313001 General Sales & Use Taxes	4,647,589	5,073,382	4,080,000	5,532,252	1,452,252
313002 Energy Use Tax	2,838,491	2,688,470	2,810,000	2,400,000	(410,000)
313003 PARAT Tax	259,536	299,420	270,000	327,000	57,000
314002 CaTV Franchise Taxes	158,415	159,163	150,000	150,000	-
314003 Utility Franchise Taxes	478,725	491,048	470,000	500,000	30,000
314004 Muni Telecom License Tax	206,532	182,430	175,000	155,000	(20,000)
315001 Transient Room Tax	8,894	9,845	7,000	7,000	-
Taxes Total	10,463,509	10,753,436	10,228,262	11,777,808	1,549,546
Licenes & Permits					
321001 Business Licenses	97,938	151,616	100,000	100,000	-
321002 Landlord Registration	52,639	15,784	51,500	15,000	(36,500)
322002 Sign Permits	1,075	1,100	2,200	1,500	(700)
322101 Building Permits	255,204	388,982	195,000	305,000	110,000
322103 Excavation Permits	2,430	9,060	1,600	5,000	3,400
322104 Demolition Permits	1,350	1,050	900	900	-
322105 Inspection Fees	2,773	6,072	4,000	4,000	-
322401 Cemetery & Burial Permits	21,300	20,600	22,000	22,000	-
Licenes & Permits Total	434,709	594,264	377,200	453,400	76,200
Intergovernmental					
331001 Federal Grants	-	471,417	2,800,000	7,580	(2,792,420)
331006 CDBG Grant Revenue	388,341	153,230	327,426	219,591	(107,835)
334001 State Grants	101,124	196,494	247,477	308,748	61,271
335001 Class C Roads	1,048,626	1,034,242	1,075,000	1,035,000	(40,000)
335002 Liquor Fund Allotment	32,268	15,549	31,130	56,130	25,000
335003 County Transportation	367,173	465,466	445,000	515,000	70,000
Intergovernmental Total	1,937,532	2,336,398	4,926,033	2,142,049	(2,783,984)
Charges for Services					
341001 Zoning & Subdivision	78,875	64,706	30,000	35,000	5,000
341002 Plan Check Fee	76,243	118,318	70,000	100,000	30,000
342001 Special Police Services	38,802	55,497	34,000	35,000	1,000
342002 Davis SD Police Protectio	71,000	71,000	65,000	65,000	-
342003 Dui/Seatbelt (Overtime Re	20,051	17,787	20,000	23,000	3,000
342004 E-911 Service Fees	298,230	318,475	300,000	310,000	10,000
342006 Dispatch Services	85,008	79,394	85,000	85,000	-
342007 Metro Narcotics Ovt	13,617	6,725	14,000	14,000	-
343002 MIDA	13,291	10,538	10,000	10,000	-
347001 Aquatic & Fitness Center	1,187,243	842,561	1,200,000	1,150,000	(50,000)
347003 Recreation	328,763	216,362	373,000	330,000	(43,000)
348001 Cemetery Plots	11,200	13,060	11,000	11,000	-
349002 NDFD Billing	-	-	2,000	2,000	-
Charges for Services Total	2,222,322	1,814,423	2,214,000	2,170,000	(44,000)

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Fines & Forfeitures					
351001 Fines/Forfeitures	469,214	411,230	470,000	315,000	(155,000)
351003 Code Enforcement Fines	5,323	16,517	15,000	15,000	-
353001 Fees/Costs/Contempt	267,877	192,637	250,000	190,000	(60,000)
353002 Court Security Fees	17,587	14,542	18,000	18,000	-
353003 Misc Court Cost Reimb	73	1,103	1,000	1,000	-
Fines & Forfeitures Total	760,075	636,028	754,000	539,000	(215,000)
Miscellaneous					
361001 Interest Earnings	211,464	150,390	60,000	60,000	-
361005 Unrealized Gains & Losses	158,783	5,668	-	-	-
362001 Community Service Rentals	120,591	58,134	90,000	90,000	-
362002 Rent/Lease Revenues	17,906	15,504	15,600	15,600	-
364001 Sale Of Fixed Assets G/L	54,893	12,900	1,990,000	-	(1,990,000)
367001 Bond Proceeds	-	-	-	-	-
369001 Misc Revenues	80,758	38,331	50,000	45,000	(5,000)
369003 Donation Revenue	71,152	64,322	115,500	89,000	(26,500)
369004 Return Check Fees	694	1,540	750	750	-
369005 One Time Misc Revenue	7,070	108,364	-	-	-
369007 Claims And Damages	-	397	-	-	-
Miscellaneous Total	723,310	455,550	2,321,850	300,350	(2,021,500)
Utility Charges					
371007 Commercial Fire Protect	114,127	117,252	105,000	110,000	5,000
Utility Charges Total	114,127	117,252	105,000	110,000	5,000
Other Sources					
381002 Trnf CDRA Sales Tax Bond	772,482	774,208	775,943	776,457	514
381003 Trnf EF Sales Tax Bond	157,099	156,678	156,678	157,907	1,229
381005 Trnf from EF	93,717	99,104	100,000	105,000	5,000
382001 Trnf from CDRA	211,276	233,359	206,496	190,836	(15,660)
382002 EF Indirect Cost Alloc	1,065,132	1,166,765	1,153,609	1,153,502	(107)
382003 Pay In Lieu Davis County	3,955	4,351	4,000	4,000	-
Other Sources Total	2,303,661	2,434,465	2,396,726	2,387,702	(9,024)
100000 General Fund Total	18,959,244	19,141,816	23,323,071	19,880,309	(3,442,762)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
General Fund					
104111 Mayor & Council					
Personnel	156,665	172,340	166,325	177,511	11,186
Operations					
621201 Membership Dues	20,067	20,688	21,069	22,044	975
621301 Training & Registration	7,200	4,455	9,180	14,275	5,095
623101 In-State Travel	793	-	2,852	2,811	(41)
623501 Out-of-State Travel	5,860	5,445	11,700	10,868	(832)
631003 Insurance Fees	1,627	1,627	1,732	1,801	69
645001 Special Department Allow	170	192	-	-	-
645002 Donation Expenditures	-	2,500	2,500	2,500	-
663001 Contingency	-	1,604	5,000	5,000	-
664001 Council Expense	54,926	33,709	55,401	59,100	3,699
664002 Youth Commission	-	740	3,500	1,000	(2,500)
Operations Total	90,642	70,959	112,933	119,399	6,465
104111 Mayor & Council Total	247,307	243,299	279,258	296,910	17,651
104121 Justice Court					
Personnel	378,235	377,398	393,725	403,282	9,557
Operations					
621101 Publications & Subscriptions	810	962	700	700	-
621201 Membership Dues	240	25	345	345	-
621301 Training & Registration	553	350	645	485	(160)
623101 In-State Travel	1,199	383	2,807	2,760	(47)
624001 Office Supplies	3,687	2,488	4,000	4,000	-
631003 Insurance Fees	2,050	2,050	2,182	2,270	88
631004 Bank Fees	8,105	9,523	8,850	9,500	650
631006 Contracted Services	58,096	42,495	66,000	66,000	-
645001 Special Department Allow	177	47	500	500	-
661001 Miscellaneous Supplies	260	1,119	500	500	-
662001 Miscellaneous Services	5,982	4,759	7,915	7,915	-
Operations Total	81,158	64,200	94,444	94,975	531
104121 Justice Court Total	459,394	441,598	488,169	498,257	10,088
104131 City Manager					
Personnel	373,450	393,662	411,580	424,032	12,452
Operations					
621101 Publications & Subscriptions	-	-	150	150	-
621201 Membership Dues	1,200	3,230	2,315	2,350	35
621301 Training & Registration	2,765	2,390	3,920	4,670	750
623101 In-State Travel	506	293	1,637	1,625	(12)
623501 Out-of-State Travel	1,709	1,905	7,530	5,096	(2,434)
624001 Office Supplies	24	-	100	100	-
624005 Printing	-	-	300	300	-
631003 Insurance Fees	1,381	1,381	1,470	1,529	59
631006 Contracted Services	-	-	5,000	5,000	-
645001 Special Department Allow	7,452	6,996	10,900	10,900	-
661001 Miscellaneous Supplies	-	-	500	500	-
663001 Contingency	-	-	10,000	10,000	-
Operations Total	15,038	16,195	43,822	42,220	(1,602)
104131 City Manager Total	388,488	409,857	455,402	466,252	10,850

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104132 City Recorder					
Personnel	187,200	197,992	201,125	209,464	8,339
Operations					
621101 Publications & Subscriptions	632	519	550	550	-
621201 Membership Dues	902	619	1,285	1,080	(205)
621301 Training & Registration	1,679	1,387	2,755	2,755	-
622101 Public Outreach & Notices	7,479	7,246	8,000	8,000	-
623101 In-State Travel	1,044	572	1,990	1,580	(410)
623501 Out-of-State Travel	814	-	2,166	1,805	(361)
624001 Office Supplies	1,870	1,802	2,000	2,000	-
624006 Postage / Mailing	28	-	100	100	-
631003 Insurance Fees	849	849	903	939	36
631006 Contracted Services	5,987	5,446	9,150	15,150	6,000
645001 Special Department Allow	-	-	-	200	200
662001 Miscellaneous Services	296	214	350	350	-
Operations Total	21,581	18,653	29,249	34,509	5,260
104132 City Recorder Total	208,781	216,645	230,374	243,973	13,599
104133 Legal					
Personnel	348,270	422,166	468,592	480,410	11,818
Operations					
621101 Publications & Subscriptions	2,130	1,891	2,040	859	(1,181)
621201 Membership Dues	150	2,494	2,210	2,210	-
621301 Training & Registration	2,798	3,672	4,450	1,600	(2,850)
623101 In-State Travel	1,317	64	6,013	4,802	(1,211)
623501 Out-of-State Travel	3,836	-	8,349	2,130	(6,219)
624001 Office Supplies	1,313	4,839	4,850	3,080	(1,770)
631003 Insurance Fees	1,455	1,455	1,549	1,611	62
631006 Contracted Services	567	255	4,000	1,000	(3,000)
631009 Outside Legal Counsel	-	6,628	15,000	15,000	-
645001 Special Department Allow	607	43,058	43,500	51,500	8,000
661001 Miscellaneous Supplies	-	139	250	250	-
Operations Total	14,174	64,494	92,211	84,042	(8,169)
104133 Legal Total	362,444	486,660	560,803	564,452	3,649

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104141 Human Resources					
Personnel	181,830	217,912	218,419	224,978	6,559
Operations					
621101 Publications & Subscriptions	861	276	2,160	1,772	(388)
621201 Membership Dues	1,098	1,075	1,517	1,725	208
621301 Training & Registration	8,877	2,856	6,200	5,900	(300)
621401 Educational Reimbursement	10,380	7,538	14,000	14,000	-
622301 Job Advertisements	201	149	3,000	3,000	-
623101 In-State Travel	-	-	525	400	(125)
623501 Out-of-State Travel	1,996	-	1,970	1,750	(220)
624001 Office Supplies	258	720	350	350	-
624004 Materials & Supplies	5,191	4,686	7,000	7,500	500
624005 Printing	336	335	950	950	-
624006 Postage / Mailing	12	18	200	200	-
631003 Insurance Fees	1,327	1,318	1,403	1,459	56
631006 Contracted Services	15,046	24,043	9,000	11,000	2,000
645001 Special Department Allow	8,661	5,433	10,400	13,800	3,400
645003 Employee Incentive Awards	12,454	23,141	35,500	36,250	750
662001 Miscellaneous Services	1,829	3,522	3,200	4,800	1,600
Operations Total	68,526	75,110	97,375	104,856	7,481
104141 Human Resources Total	250,356	293,021	315,794	329,834	14,040
104142 Information Technologies					
Personnel	211,892	217,810	237,284	256,707	19,423
Operations					
621101 Publications & Subscriptions	-	240	240	240	-
621301 Training & Registration	1,900	-	4,425	4,425	-
623501 Out-of-State Travel	-	-	1,310	1,310	-
624001 Office Supplies	23	218	1,000	1,000	-
624201 Software	3,064	10,690	7,700	5,000	(2,700)
624202 Hardware	354	-	-	-	-
624203 Website	278	-	5,500	5,000	(500)
624204 Annual Maint. & Support	225,837	198,197	238,906	280,285	41,379
625001 Equip. Maint. & Supplies	15,592	19,627	22,000	22,000	-
625002 Equipment Purchases	39,348	35,307	37,518	80,290	42,772
625204 Fleet Lease	1,395	1,395	1,395	1,395	-
628002 Landlines	34,336	27,972	26,350	29,350	3,000
631003 Insurance Fees	7,697	7,697	8,195	8,523	328
631006 Contracted Services	-	27,300	7,000	21,000	14,000
645001 Special Department Allow	15	-	500	500	-
Operations Total	329,839	328,643	362,039	460,318	98,279
Capital					
673001 Capital Project	21,990	9,565	29,700	6,000	(23,700)
674001 Machinery & Equipment	208,252	103,150	35,000	66,000	31,000
Capital Total	230,242	112,716	64,700	72,000	7,300
104142 Information Technologies Total	771,973	659,168	664,023	789,025	125,002

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104143 Finance					
Personnel	388,430	397,604	437,776	442,844	5,068
Operations					
621101 Publications & Subscriptions	12	-	300	300	-
621201 Membership Dues	275	50	590	590	-
621301 Training & Registration	1,098	150	1,100	1,400	300
623101 In-State Travel	429	-	1,878	2,045	167
623501 Out-of-State Travel	-	(515)	1,170	1,170	-
624001 Office Supplies	2,711	3,274	1,250	1,250	-
624004 Materials & Supplies	564	1,123	2,000	2,000	-
631001 Auditor Fees	45,000	46,500	47,000	45,000	(2,000)
631003 Insurance Fees	1,809	1,809	1,925	2,002	77
631004 Bank Fees	8,007	(2,801)	2,000	2,000	-
631006 Contracted Services	6,934	15,411	7,001	7,000	(1)
645001 Special Department Allow	1,462	1,256	2,400	2,001	(399)
662001 Miscellaneous Services	343	450	-	-	-
Operations Total	68,646	66,707	68,614	66,758	(1,856)
104143 Finance Total	457,076	464,310	506,390	509,602	3,212
104144 Customer Service					
Personnel	338,548	326,608	355,258	285,485	(69,773)
Operations					
621101 Publications & Subscriptions	30	-	100	100	-
621201 Membership Dues	50	42	130	150	20
621301 Training & Registration	810	423	2,540	640	(1,900)
623101 In-State Travel	714	-	2,448	1,398	(1,050)
624001 Office Supplies	4,826	3,997	7,400	7,250	(150)
624004 Materials & Supplies	-	130	3,950	1,500	(2,450)
624005 Printing	-	-	-	1,000	1,000
631003 Insurance Fees	1,980	1,980	2,108	2,193	85
631004 Bank Fees	6,409	6,345	7,275	7,275	-
631006 Contracted Services	-	-	-	24,000	24,000
645001 Special Department Allow	955	2,634	1,000	-	(1,000)
Operations Total	15,774	15,551	26,951	45,506	18,555
104144 Customer Service Total	354,322	342,159	382,209	330,991	(51,218)
104151 Interdepartmental Service					
Operations					
624006 Postage / Mailing	11,209	15,436	18,175	18,175	-
624206 Wireless Communications	34,982	38,886	38,000	38,000	-
627001 Electric	262,078	270,060	283,000	285,000	2,000
627002 Natural Gas	106,941	101,977	108,000	108,000	-
627003 City Utilities	93,717	99,104	100,000	100,000	-
631003 Insurance Fees	18,506	18,506	19,149	19,915	766
631006 Contracted Services	35,625	31,275	50,000	50,000	-
663001 Contingency	-	105,440	2,820,000	20,000	(2,800,000)
Operations Total	563,058	680,685	3,436,324	639,090	(2,797,234)
Debt					
681001 Debt Service-Principal	162,826	173,761	179,247	184,860	5,613
681002 Debt Service-Interest	42,776	39,484	36,017	32,442	(3,575)
Debt Total	205,602	213,245	215,264	217,302	2,038
104151 Interdepartmental Service Total	768,660	893,930	3,651,588	856,392	(2,795,196)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104161 Facilities Maintenance					
Personnel	177,530	195,632	228,430	277,884	49,454
Operations					
621101 Publications & Subscriptions	330	224	320	320	-
621301 Training & Registration	235	-	250	250	-
623501 Out-of-State Travel	109	375	1,369	1,395	26
624004 Materials & Supplies	462	16	-	-	-
624107 Uniforms & PPE	188	79	1,080	750	(330)
625001 Equip. Maint. & Supplies	186	307	4,400	4,000	(400)
625002 Equipment Purchases	1,800	-	847	47,500	46,653
625003 Equipment Rental	132	1,998	1,000	3,000	2,000
625202 Fuel/Oil	1,197	966	3,000	3,000	-
625203 Fleet Repair	-	-	3,750	1	(3,749)
625204 Fleet Lease	4,277	4,280	4,280	4,280	-
625501 Equipment Repairs	278	359	500	500	-
626001 Building Maintenance	64,406	54,267	49,500	54,500	5,000
626002 Grounds Maintenance	384	-	-	-	-
631003 Insurance Fees	2,517	3,017	3,684	3,832	148
631006 Contracted Services	263,902	250,831	259,200	258,760	(440)
631007 Agency Permits	255	330	495	525	30
645001 Special Department Allow	1,491	-	-	-	-
661001 Miscellaneous Supplies	5,477	-	-	-	-
663001 Contingency	-	-	10,000	10,000	-
Operations Total	347,624	317,048	343,675	392,613	48,938
Capital					
673001 Capital Project	21,331	347,504	-	25,000	25,000
Capital Total	21,331	347,504	-	25,000	25,000
104161 Facilities Maintenance Total	546,484	860,185	572,105	695,497	123,392
104172 Elections					
Operations					
621301 Training & Registration	-	-	-	200	200
622101 Public Outreach & Notices	-	595	500	1,000	500
624001 Office Supplies	-	-	-	200	200
624004 Materials & Supplies	-	3,318	200	3,600	3,400
624006 Postage / Mailing	-	84	-	100	100
631006 Contracted Services	-	28,890	-	42,000	42,000
Operations Total	-	32,887	700	47,100	46,400
104172 Elections Total	-	32,887	700	47,100	46,400

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104211 Police Admin					
Personnel	566,363	546,787	564,433	734,454	170,021
Operations					
621101 Publications & Subscriptions	365	81	350	350	-
621201 Membership Dues	810	1,252	1,280	1,470	190
621301 Training & Registration	1,027	2,680	3,590	3,490	(100)
623101 In-State Travel	954	800	3,095	3,095	-
623501 Out-of-State Travel	1,559	3,041	5,749	5,769	20
624001 Office Supplies	146	409	1,000	2,500	1,500
624107 Uniforms & PPE	1,908	1,887	1,800	1,800	-
625001 Equip. Maint. & Supplies	-	351	1,500	1,500	-
625002 Equipment Purchases	-	-	3,825	-	(3,825)
631003 Insurance Fees	2,891	2,891	3,077	1,036	(2,041)
631006 Contracted Services	106,585	144,704	157,730	166,300	8,570
645001 Special Department Allow	813	1,499	3,600	5,150	1,550
661001 Miscellaneous Supplies	761	1,897	5,433	2,785	(2,648)
663001 Contingency	6,100	5,468	11,500	11,500	-
Operations Total	123,919	166,959	203,529	206,745	3,216
104211 Police Admin Total	690,282	713,746	767,962	941,199	173,237
104212 Patrol & Investigations					
Personnel	2,680,991	2,770,472	3,084,432	3,196,598	112,166
Operations					
621101 Publications & Subscriptions	6,456	6,892	10,700	9,600	(1,100)
621201 Membership Dues	193	326	350	343	(7)
621301 Training & Registration	6,705	9,606	22,920	24,950	2,030
623101 In-State Travel	383	618	6,972	9,665	2,693
623501 Out-of-State Travel	-	(1,122)	18,020	14,518	(3,502)
624001 Office Supplies	1,578	1,599	5,000	4,600	(400)
624107 Uniforms & PPE	17,669	19,953	22,700	22,700	-
624204 Annual Maint. & Support	4,155	4,320	4,500	4,700	200
625001 Equip. Maint. & Supplies	1,808	1,429	4,600	6,100	1,500
625002 Equipment Purchases	38,148	120,087	86,215	93,885	7,670
625201 Tires/Brakes	13,172	8,142	12,000	12,000	-
625202 Fuel/Oil	69,383	60,484	80,000	80,000	-
625203 Fleet Repair	27,353	25,140	27,500	27,500	-
625204 Fleet Lease	57,894	57,895	57,895	57,895	-
631003 Insurance Fees	66,107	66,107	70,382	73,197	2,815
645001 Special Department Allow	2,963	3,302	10,250	10,750	500
661001 Miscellaneous Supplies	22,467	32,421	40,426	34,425	(6,001)
662001 Miscellaneous Services	946	1,478	3,100	3,100	-
663001 Contingency	8,501	7,755	7,000	7,000	-
Operations Total	345,882	426,430	490,530	496,928	6,398
Capital					
674001 Machinery & Equipment	-	8,656	45,912	-	(45,912)
674003 Vehicle Replacement	146,202	179,688	265,932	286,992	21,060
Capital Total	146,202	188,344	311,844	286,992	(24,852)
Transfers					
691004 Trnf GF	20,000	20,000	-	-	-
Transfers Total	20,000	20,000	-	-	-
104212 Patrol & Investigations Total	3,193,075	3,405,246	3,886,806	3,980,518	93,712

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104213 Emergency Services					
Personnel	19,802	16,728	26,390	27,487	1,097
Operations					
621101 Publications & Subscriptions	-	-	150	150	-
621201 Membership Dues	50	-	100	175	75
621301 Training & Registration	56	225	1,300	1,300	-
623101 In-State Travel	-	-	2,305	3,010	705
623501 Out-of-State Travel	-	-	10,330	10,330	-
624001 Office Supplies	-	123	400	400	-
624004 Materials & Supplies	491	740	1,750	1,550	(200)
624005 Printing	-	301	500	500	-
625001 Equip. Maint. & Supplies	-	-	500	500	-
625002 Equipment Purchases	289	8,240	600	600	-
625203 Fleet Repair	-	675	-	-	-
625204 Fleet Lease	1,395	1,395	1,395	-	(1,395)
631003 Insurance Fees	595	595	634	659	25
645001 Special Department Allow	79	140	1,800	1,800	-
661001 Miscellaneous Supplies	3,927	259	4,000	2,800	(1,200)
Operations Total	6,882	12,693	25,764	23,774	(1,990)
104213 Emergency Services Total	26,685	29,421	52,154	51,261	(893)
104215 Dispatch					
Personnel	582,065	615,407	663,290	746,752	83,462
Operations					
621201 Membership Dues	570	1,195	2,020	1,684	(336)
621301 Training & Registration	3,635	905	9,230	10,020	790
623101 In-State Travel	-	693	3,305	6,979	3,674
623501 Out-of-State Travel	-	-	2,112	2,520	408
624001 Office Supplies	1,113	828	1,400	1,400	-
624107 Uniforms & PPE	-	-	1,680	1,680	-
625001 Equip. Maint. & Supplies	1,162	213	2,000	2,000	-
625002 Equipment Purchases	-	15,085	3,300	1,900	(1,400)
625501 Equipment Repairs	-	-	3,000	3,000	-
628002 Landlines	36,276	34,343	40,000	49,882	9,882
631003 Insurance Fees	3,214	3,204	3,411	3,548	137
631006 Contracted Services	70	3,570	4,150	4,150	-
661001 Miscellaneous Supplies	569	1,010	1,500	1,800	300
662001 Miscellaneous Services	588	-	600	600	-
Operations Total	47,197	61,047	77,708	91,163	13,454
104215 Dispatch Total	629,263	676,454	740,998	837,915	96,916

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104411 Public Works Admin					
Personnel	110,776	85,379	85,377	105,251	19,874
Operations					
621101 Publications & Subscriptions	-	-	100	100	-
621201 Membership Dues	280	-	740	800	60
621301 Training & Registration	315	-	2,075	1,505	(570)
623101 In-State Travel	213	-	510	955	445
624001 Office Supplies	999	612	1,000	1,500	500
624107 Uniforms & PPE	-	-	950	950	-
625201 Tires/Brakes	-	-	500	500	-
625202 Fuel/Oil	704	811	1,500	1,500	-
625203 Fleet Repair	-	-	500	500	-
625204 Fleet Lease	1,395	1,395	1,395	1,395	-
631003 Insurance Fees	936	936	996	1,036	40
631006 Contracted Services	1,966	12,215	2,500	2,500	-
645001 Special Department Allow	569	576	1,000	1,000	-
Operations Total	7,375	16,545	13,766	14,241	475
104411 Public Works Admin Total	118,151	101,924	99,143	119,492	20,349
104413 Streets					
Personnel	152,502	145,580	146,492	159,619	13,127
Operations					
621301 Training & Registration	1,071	525	3,880	2,210	(1,670)
623101 In-State Travel	-	-	485	695	210
624001 Office Supplies	412	996	450	450	-
624004 Materials & Supplies	97,200	75,819	128,100	128,450	350
624107 Uniforms & PPE	467	782	950	950	-
625001 Equip. Maint. & Supplies	-	-	300	-	(300)
625201 Tires/Brakes	-	2,759	3,000	3,000	-
625202 Fuel/Oil	6,823	3,832	8,000	8,000	-
625203 Fleet Repair	3,702	5,797	7,500	7,500	-
625204 Fleet Lease	11,683	11,684	11,684	11,684	-
626001 Building Maintenance	(63)	3,536	450	450	-
626002 Grounds Maintenance	-	-	500	500	-
631003 Insurance Fees	15,668	15,668	16,682	17,349	667
631006 Contracted Services	66,419	40,289	98,500	98,500	-
661001 Miscellaneous Supplies	564	4,172	2,500	2,500	-
662001 Miscellaneous Services	-	630	2,000	2,000	-
663001 Contingency	420	462	3,500	3,500	-
Operations Total	204,367	166,951	288,481	287,738	(743)
Capital					
674001 Machinery & Equipment	14,381	-	82,351	97,520	15,169
674003 Vehicle Replacement	34,597	-	-	92,498	92,498
Capital Total	48,977	-	82,351	190,018	107,667
Debt					
681001 Debt Service-Principal	265,000	270,000	-	-	-
681002 Debt Service-Interest	13,081	4,388	-	-	-
Debt Total	278,081	274,388	-	-	-
104413 Streets Total	683,928	586,919	517,324	637,375	120,051

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104511 Community Services Admin					
Personnel	275,197	289,564	302,090	343,854	41,764
Operations					
621101 Publications & Subscriptions	-	-	100	100	-
621201 Membership Dues	1,250	1,315	1,325	1,350	25
621301 Training & Registration	1,549	2,594	2,750	3,000	250
623101 In-State Travel	250	382	90	1,469	1,379
623501 Out-of-State Travel	1,980	1,568	3,510	4,110	600
624001 Office Supplies	2,935	1,369	3,400	2,700	(700)
624005 Printing	295	133	500	500	-
631003 Insurance Fees	1,066	1,066	1,135	1,180	45
631006 Contracted Services	-	21,000	-	25,000	25,000
645001 Special Department Allow	5,677	7,596	9,250	82,150	72,900
661001 Miscellaneous Supplies	2,876	159	2,900	2,900	-
Operations Total	17,878	37,183	24,960	124,459	99,499
104511 Community Services Admin Total	293,074	326,747	327,050	468,313	141,263
104514 4th of July					
Operations					
622101 Public Outreach & Notices	-	89	8,000	8,000	-
625003 Equipment Rental	4,197	9,065	6,300	19,000	12,700
631003 Insurance Fees	7,253	2,887	-	3,000	3,000
631006 Contracted Services	60,330	69,813	73,700	49,350	(24,350)
645001 Special Department Allow	15,169	28,572	20,350	17,900	(2,450)
645002 Donation Expenditures	-	-	4,500	4,500	-
662001 Miscellaneous Services	-	-	2,000	1,000	(1,000)
Operations Total	86,949	110,426	114,850	102,750	(12,100)
104514 4th of July Total	86,949	110,426	114,850	102,750	(12,100)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104521 Parks					
Personnel	377,634	418,423	502,239	505,142	2,903
Operations					
621201 Membership Dues	595	680	1,210	1,210	-
621301 Training & Registration	4,088	3,784	6,020	7,225	1,205
623101 In-State Travel	250	764	947	1,024	77
623501 Out-of-State Travel	1,312	827	1,955	2,430	475
624001 Office Supplies	837	782	850	850	-
624004 Materials & Supplies	-	-	-	1,500	1,500
624107 Uniforms & PPE	1,410	917	2,190	2,530	340
625001 Equip. Maint. & Supplies	5,681	1,849	7,000	7,000	-
625002 Equipment Purchases	10,828	5,931	7,950	7,950	-
625003 Equipment Rental	3,854	3,368	5,000	5,000	-
625201 Tires/Brakes	4,088	4,314	5,500	5,500	-
625202 Fuel/Oil	17,689	18,100	22,000	22,000	-
625203 Fleet Repair	20,069	28,201	25,000	20,000	(5,000)
625204 Fleet Lease	30,744	30,745	30,745	30,745	-
625501 Equipment Repairs	775	-	500	500	-
626001 Building Maintenance	713	641	3,950	3,950	-
626002 Grounds Maintenance	123,349	123,838	150,200	135,200	(15,000)
626003 City Hall Rent	2,700	4,200	-	-	-
631003 Insurance Fees	7,812	7,812	8,317	8,650	333
631006 Contracted Services	7,225	5,330	15,400	14,900	(500)
645001 Special Department Allow	705	749	750	750	-
661001 Miscellaneous Supplies	5,081	2,997	10,075	10,075	-
662001 Miscellaneous Services	15,259	16,651	15,010	13,600	(1,410)
662005 Outside Misc Services	67,819	-	2	-	(2)
663001 Contingency	4,301	4,267	5,000	5,000	-
Operations Total	337,186	266,747	325,570	307,589	(17,981)
Capital					
673001 Capital Project	31,175	83,306	300,000	-	(300,000)
674001 Machinery & Equipment	33,143	75,692	73,102	228,900	155,798
674003 Vehicle Replacement	75,342	37,773	36,500	42,180	5,680
Capital Total	139,661	196,771	409,602	271,080	(138,522)
104521 Parks Total	854,480	881,942	1,237,411	1,083,811	(153,600)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104522 Open Space					
Personnel	99,338	125,981	146,152	145,679	(473)
Operations					
621301 Training & Registration	70	885	946	1,645	699
624107 Uniforms & PPE	410	450	1,030	1,030	-
625001 Equip. Maint. & Supplies	87	457	-	-	-
625002 Equipment Purchases	10,853	1,531	7,500	6,000	(1,500)
625003 Equipment Rental	2,328	2,294	2,500	2,500	-
625201 Tires/Brakes	560	-	1,000	1,000	-
625202 Fuel/Oil	7,462	6,656	10,000	10,000	-
625203 Fleet Repair	5,999	6,068	6,000	6,000	-
625204 Fleet Lease	12,110	12,110	12,110	12,110	-
625501 Equipment Repairs	11	172	300	300	-
626001 Building Maintenance	-	-	500	500	-
626002 Grounds Maintenance	13,274	12,070	14,500	17,500	3,000
631003 Insurance Fees	2,204	2,204	2,348	2,442	94
645001 Special Department Allow	201	277	300	300	-
662005 Outside Misc Services	21,252	-	-	-	-
663001 Contingency	647	781	1,000	1,000	-
Operations Total	77,468	45,956	60,034	62,327	2,293
Capital					
673001 Capital Project	24,478	-	-	-	-
Capital Total	24,478	-	-	-	-
104522 Open Space Total	201,284	171,937	206,186	208,006	1,820
104561 Recreation					
Personnel	427,102	346,687	372,919	397,962	25,043
Operations					
621201 Membership Dues	3	-	90	90	-
621301 Training & Registration	2,443	2,605	3,625	3,225	(400)
623101 In-State Travel	1,203	1,020	180	1,489	1,309
623501 Out-of-State Travel	872	827	1,755	2,055	300
624002 Concession Stand	7,724	5,996	10,500	10,500	-
624004 Materials & Supplies	87,622	58,010	111,445	118,449	7,004
624005 Printing	407	1,164	2,090	2,678	588
625002 Equipment Purchases	8,863	-	8,078	560	(7,518)
625201 Tires/Brakes	194	-	1,200	1,200	-
625202 Fuel/Oil	2,082	2,241	2,000	2,000	-
625203 Fleet Repair	1,490	1,002	2,500	2,500	-
625204 Fleet Lease	5,710	5,710	5,710	5,710	-
631003 Insurance Fees	5,871	7,371	6,252	6,502	250
631004 Bank Fees	9,549	8,833	8,200	8,200	-
631006 Contracted Services	39,011	30,395	47,830	50,025	2,195
631007 Agency Permits	-	-	572	772	200
645001 Special Department Allow	1,760	(64)	-	-	-
645002 Donation Expenditures	875	4,302	24,000	1,500	(22,500)
661001 Miscellaneous Supplies	1,325	1,397	2,290	2,070	(220)
662001 Miscellaneous Services	43,280	40,598	99,805	90,340	(9,465)
662002 Uniform Services	-	-	-	1,940	1,940
662004 Program Officials	98,268	54,804	95,330	70,000	(25,330)
Operations Total	318,554	226,211	433,452	381,805	(51,647)
104561 Recreation Total	745,656	572,899	806,371	779,767	(26,604)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104565 Aquatics Center					
Personnel	1,259,255	1,088,352	1,287,104	1,341,422	54,318
Operations					
621101 Publications & Subscriptions	-	-	150	150	-
621201 Membership Dues	1,100	-	1,700	3,438	1,738
621301 Training & Registration	17,426	11,894	20,000	20,000	-
623101 In-State Travel	800	1,060	745	2,681	1,936
623501 Out-of-State Travel	1,312	2,059	3,960	4,495	535
624001 Office Supplies	6,191	10,891	11,425	11,000	(425)
624002 Concession Stand	29,131	18,245	36,955	36,355	(600)
624004 Materials & Supplies	31,260	27,752	42,864	40,098	(2,766)
624005 Printing	83	147	200	1,377	1,177
624006 Postage / Mailing	7	8	284	265	(19)
625001 Equip. Maint. & Supplies	23,022	4,333	34,260	38,000	3,740
625002 Equipment Purchases	13,532	39,715	12,920	12,210	(710)
625003 Equipment Rental	8,696	6,785	5,000	1,200	(3,800)
625501 Equipment Repairs	-	9,261	-	-	-
626001 Building Maintenance	62,774	50,075	67,000	67,600	600
631003 Insurance Fees	14,821	14,821	15,780	16,411	632
631004 Bank Fees	31,992	28,197	28,250	28,250	-
631006 Contracted Services	14,756	15,586	29,050	29,050	-
631007 Agency Permits	2,110	2,110	2,200	2,180	(20)
645001 Special Department Allow	696	959	-	-	-
645002 Donation Expenditures	20,974	24,975	43,000	-	(43,000)
661001 Miscellaneous Supplies	21,545	36,479	39,600	43,200	3,600
662001 Miscellaneous Services	822	531	5,300	5,300	-
663001 Contingency	3,051	7,260	20,000	20,000	-
Operations Total	306,099	313,142	420,643	383,260	(37,383)
Capital					
673001 Capital Project	51,591	113,072	20,000	1	(19,999)
674001 Machinery & Equipment	-	-	28,500	95,000	66,500
Capital Total	51,591	113,072	48,500	95,001	46,501
104565 Aquatics Center Total	1,616,945	1,514,566	1,756,247	1,819,683	63,437
104570 PARAT					
Personnel	-	-	40,287	-	(40,287)
Capital					
673001 Capital Project	201,209	571,863	650,000	290,000	(360,000)
Capital Total	201,209	571,863	650,000	290,000	(360,000)
104570 PARAT Total	201,209	571,863	690,287	290,000	(400,287)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104591 Cemetery					
Personnel	42,324	57,625	76,903	107,119	30,216
Operations					
624107 Uniforms & PPE	-	115	805	805	-
625002 Equipment Purchases	998	2,975	2,550	3,050	500
625201 Tires/Brakes	-	-	225	225	-
625202 Fuel/Oil	-	-	4,000	4,000	-
625203 Fleet Repair	2,500	2,500	2,500	2,500	-
625204 Fleet Lease	12,110	12,110	12,110	12,110	-
625501 Equipment Repairs	-	-	200	200	-
626002 Grounds Maintenance	6,092	6,078	12,875	13,375	500
631003 Insurance Fees	1,941	1,941	2,066	2,149	83
661001 Miscellaneous Supplies	119	-	250	250	-
662005 Outside Misc Services	12,444	-	-	-	-
663001 Contingency	1,000	-	2,500	2,500	-
Operations Total	37,204	25,718	40,081	41,164	1,083
Capital					
673001 Capital Project	24,888	3,250	-	-	-
Capital Total	24,888	3,250	-	-	-
104591 Cemetery Total	104,416	86,593	116,984	148,283	31,299
104611 CED Administration					
Personnel	437	517	-	60	60
Operations					
621201 Membership Dues	5,360	2,500	11,601	14,100	2,499
621301 Training & Registration	1,155	-	1,920	2,340	420
623501 Out-of-State Travel	-	-	2,982	4,324	1,342
624004 Materials & Supplies	-	-	500	501	1
624005 Printing	-	-	-	3,000	3,000
631003 Insurance Fees	877	877	934	971	37
631004 Bank Fees	1,650	1,650	1,650	-	(1,650)
631006 Contracted Services	668,452	48,911	35,001	41,500	6,499
645001 Special Department Allow	78,240	(11,452)	6,000	6,001	1
Operations Total	755,734	42,486	60,588	72,737	12,149
Capital					
673001 Capital Project	-	-	1,000,000	-	(1,000,000)
Capital Total	-	-	1,000,000	-	(1,000,000)
Debt					
681001 Debt Service-Principal	-	-	428,000	-	(428,000)
681002 Debt Service-Interest	265,817	315,822	315,822	-	(315,822)
Debt Total	265,817	315,822	743,822	-	(743,822)
104611 CED Administration Total	1,021,988	358,824	1,804,410	72,797	(1,731,613)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104612 Communications					
Personnel	122,021	137,860	154,558	145,437	(9,121)
Operations					
621101 Publications & Subscriptions	259	2,019	14,260	5,260	(9,000)
621201 Membership Dues	400	995	451	625	174
621301 Training & Registration	1,610	917	880	705	(175)
622201 Newsletters	1,522	1,803	1,890	3,300	1,410
623101 In-State Travel	-	607	1,072	120	(952)
623501 Out-of-State Travel	931	2,734	938	938	-
624001 Office Supplies	639	492	150	150	-
624004 Materials & Supplies	826	-	3,500	2,500	(1,000)
624005 Printing	19,163	18,900	23,600	19,900	(3,700)
624006 Postage / Mailing	4,360	3,208	9,800	11,120	1,320
625002 Equipment Purchases	750	2,954	6,003	5,500	(503)
631003 Insurance Fees	722	722	770	801	31
631006 Contracted Services	1,626	3,827	8,500	6,600	(1,900)
645001 Special Department Allow	19,175	25,259	16,200	21,000	4,800
662001 Miscellaneous Services	-	4,944	1,000	1,000	-
Operations Total	51,983	69,380	89,014	79,519	(9,495)
104612 Communications Total	174,004	207,240	243,572	224,956	(18,616)
104614 Code Enforcement					
Personnel	115,691	122,149	136,694	144,641	7,947
Operations					
621101 Publications & Subscriptions	-	153	100	50	(50)
621201 Membership Dues	75	-	75	75	-
621301 Training & Registration	400	-	500	500	-
623101 In-State Travel	481	-	1,060	780	(280)
624001 Office Supplies	300	-	-	-	-
625201 Tires/Brakes	-	-	1,000	1,000	-
625202 Fuel/Oil	-	-	3,000	3,000	-
625203 Fleet Repair	1,101	24	1,000	1,000	-
625204 Fleet Lease	2,618	2,618	2,618	2,618	-
631003 Insurance Fees	1,119	1,119	1,191	1,239	48
631006 Contracted Services	-	1,525	501	11,000	10,499
661001 Miscellaneous Supplies	318	26	-	-	-
Operations Total	6,412	5,465	11,045	21,262	10,217
104614 Code Enforcement Total	122,103	127,614	147,739	165,903	18,164
104632 CDBG					
Personnel	24,308	15,666	18,441	40,176	21,735
Operations					
622101 Public Outreach & Notices	1,208	1,524	1,500	1,000	(500)
624001 Office Supplies	-	-	-	100	100
631003 Insurance Fees	165	165	176	183	7
Operations Total	1,373	1,688	1,676	1,283	(393)
Transfers					
693001 Pass Through	152,480	119,175	308,426	175,673	(132,753)
Transfers Total	152,480	119,175	308,426	175,673	(132,753)
104632 CDBG Total	178,161	136,530	328,543	217,132	(111,411)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104641 Planning					
Personnel	240,325	283,134	318,633	381,591	62,958
Operations					
621101 Publications & Subscriptions	277	-	600	500	(100)
621201 Membership Dues	771	1,135	2,186	1,850	(336)
621301 Training & Registration	2,287	2,313	6,475	6,600	125
623101 In-State Travel	369	784	1,498	1,055	(443)
623501 Out-of-State Travel	923	-	4,818	4,562	(256)
624001 Office Supplies	685	961	-	-	-
625002 Equipment Purchases	348	-	400	-	(400)
625201 Tires/Brakes	-	-	500	500	-
625202 Fuel/Oil	41	21	1,000	1,000	-
625203 Fleet Repair	-	-	500	500	-
625204 Fleet Lease	1,395	1,395	1,395	1,395	-
631003 Insurance Fees	1,047	2,347	1,186	1,233	47
631006 Contracted Services	78,948	81,652	87,700	56,450	(31,250)
645001 Special Department Allow	873	1,901	97,500	2,250	(95,250)
Operations Total	87,964	92,509	205,758	77,895	(127,863)
Capital					
674003 Vehicle Replacement	-	-	37,500	37,592	92
Capital Total	-	-	37,500	37,592	92
104641 Planning Total	328,289	375,643	561,891	497,078	(64,813)
104642 Inspections					
Personnel	93,290	97,420	88,837	76,984	(11,853)
Operations					
621101 Publications & Subscriptions	525	228	1,283	450	(833)
621201 Membership Dues	175	339	383	383	-
621301 Training & Registration	475	722	8,250	2,950	(5,300)
623101 In-State Travel	441	487	1,360	1,080	(280)
623501 Out-of-State Travel	-	-	3,550	1,355	(2,195)
624001 Office Supplies	632	-	-	-	-
625002 Equipment Purchases	121	56	250	200	(50)
625201 Tires/Brakes	342	-	500	500	-
625202 Fuel/Oil	511	847	1,000	2,000	1,000
625203 Fleet Repair	1,343	-	500	500	-
625204 Fleet Lease	1,395	1,395	1,395	1,395	-
631003 Insurance Fees	830	830	884	920	36
631006 Contracted Services	4,041	99,626	117,000	75,000	(42,000)
Operations Total	10,830	104,529	136,355	86,733	(49,622)
104642 Inspections Total	104,119	201,950	225,192	163,717	(61,475)
104711 Bonds					
Operations					
631004 Bank Fees	3,500	2,297	4,575	4,575	-
Operations Total	3,500	2,297	4,575	4,575	-
Debt					
681001 Debt Service-Principal	723,000	738,000	758,000	777,000	19,000
681002 Debt Service-Interest	206,581	189,085	171,171	152,789	(18,382)
Debt Total	929,581	927,085	929,171	929,789	618
104711 Bonds Total	933,081	929,382	933,746	934,364	618

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
104810 Transfers to Other Funds					
Transfers					
691004 Trnf GF	1,640,491	2,250,715	2,045,650	2,715,785	670,135
Transfers Total	1,640,491	2,250,715	2,045,650	2,715,785	670,135
104810 Transfers to Other Funds Total	1,640,491	2,250,715	2,045,650	2,715,785	670,135
General Fund Total	18,762,915	19,682,299	25,717,331	22,088,390	(3,628,941)

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
200000 CDRA					
Taxes					
311103 EDA #3 - ATK	1,101,843	1,169,758	1,035,052	909,791	(125,261)
311106 RDA #6	227,326	232,970	222,586	229,291	6,705
311107 RDA #7	245,755	258,755	258,755	267,783	9,028
311108 RDA #8	251,991	311,024	171,103	175,346	4,243
311109 RDA #9	368,477	442,415	411,578	504,679	93,101
311110 RDA #10	333,417	401,550	221,153	219,026	(2,127)
311111 CDA #1 - Clfd Station	66,239	154,859	154,859	166,896	12,037
Taxes Total	2,595,048	2,971,331	2,475,086	2,472,812	(2,274)
Intergovernmental					
337001 Local Grants	25,000	-	-	-	-
Intergovernmental Total	25,000	-	-	-	-
Miscellaneous					
361001 Interest Earnings	156,763	185,818	75,000	30,000	(45,000)
362002 Rent Revenues	-	-	-	-	-
364001 Sale Of Fixed Assets G/L	(77,636)	-	-	-	-
369001 Misc Revenues	(1,225)	-	-	-	-
Miscellaneous Total	77,902	185,818	75,000	30,000	(45,000)
200000 CDRA Total	2,697,950	3,157,149	2,550,086	2,502,812	(47,274)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
CDRA					
204611 CED Administration					
Operations					
645004 Developer Increments	-	50,000	-	-	-
Operations Total	-	50,000	-	-	-
Capital					
673001 Capital Project	46,239	-	-	-	-
Capital Total	46,239	-	-	-	-
Debt					
681002 Debt Service-Interest	35,802	27,375	20,000	-	(20,000)
Debt Total	35,802	27,375	20,000	-	(20,000)
204611 CED Administration Total	82,041	77,375	20,000	-	(20,000)
204615 RDA #9					
Operations					
645004 Developer Increments	-	-	300,000	-	(300,000)
Operations Total	-	-	300,000	-	(300,000)
Transfers					
691004 Trnf GF	260,000	263,800	263,800	263,800	-
Transfers Total	260,000	263,800	263,800	263,800	-
204615 RDA #9 Total	260,000	263,800	563,800	263,800	(300,000)
204616 RDA #6					
Transfers					
691004 Trnf GF	25,000	25,000	127,000	127,000	-
Transfers Total	25,000	25,000	127,000	127,000	-
204616 RDA #6 Total	25,000	25,000	127,000	127,000	-
204617 RDA #7					
Operations					
645004 Developer Increments	72,042	62,483	62,483	55,688	(6,795)
Operations Total	72,042	62,483	62,483	55,688	(6,795)
Capital					
673001 Capital Project	-	-	250,000	250,000	-
Capital Total	-	-	250,000	250,000	-
Transfers					
691004 Trnf GF	157,482	160,408	157,143	157,655	512
Transfers Total	157,482	160,408	157,143	157,655	512
204617 RDA #7 Total	229,524	222,891	469,626	463,343	(6,283)
204618 RDA #8					
Operations					
645004 Developer Increments	-	-	50,000	50,000	-
Operations Total	-	-	50,000	50,000	-
Capital					
673001 Capital Project	-	-	365,340	-	(365,340)
Capital Total	-	-	365,340	-	(365,340)
Transfers					
691004 Trnf GF	160,000	150,000	145,000	140,000	(5,000)
Transfers Total	160,000	150,000	145,000	140,000	(5,000)
204618 RDA #8 Total	160,000	150,000	560,340	190,000	(370,340)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
204619 RDA #10					
Transfers					
691004 Trnf GF	335,000	330,000	230,000	225,000	(5,000)
Transfers Total	335,000	330,000	230,000	225,000	(5,000)
204619 RDA #10 Total	335,000	330,000	230,000	225,000	(5,000)
204623 EDA #3					
Operations					
645004 Developer Increments	903,511	959,202	848,742	746,029	(102,713)
Operations Total	903,511	959,202	848,742	746,029	(102,713)
Transfers					
691004 Trnf GF	46,276	67,304	51,753	45,490	(6,263)
Transfers Total	46,276	67,304	51,753	45,490	(6,263)
204623 EDA #3 Total	949,787	1,026,506	900,495	791,519	(108,976)
204624 CDA #1					
Operations					
645004 Developer Increments	-	210,043	147,116	110,324	(36,792)
Operations Total	-	210,043	147,116	110,324	(36,792)
Transfers					
691004 Trnf GF	-	11,055	7,743	8,345	602
Transfers Total	-	11,055	7,743	8,345	602
204624 CDA #1 Total	-	221,098	154,859	118,669	(36,190)
CDRA Total	2,041,352	2,316,670	3,026,120	2,179,331	(846,789)

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
310000 GO Bond Debt Service					
Taxes					
311001 Current General Property	776,977	707,561	345,575	-	(345,575)
Taxes Total	776,977	707,561	345,575	-	(345,575)
Other Sources					
381005 Trnf from EF	358,739	348,249	169,950	-	(169,950)
Other Sources Total	358,739	348,249	169,950	-	(169,950)
310000 GO Bond Debt Service Total	1,135,716	1,055,810	515,525	-	(515,525)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
GO Bond					
314711 Bonds					
Operations					
631004 Bank Fees	500	500	525	525	-
Operations Total	500	500	525	525	-
Debt					
681001 Debt Service-Principal	1,010,000	1,010,000	500,000	-	(500,000)
681002 Debt Service-Interest	75,600	45,300	15,000	-	(15,000)
Debt Total	1,085,600	1,055,300	515,000	-	(515,000)
314711 Bonds Total	1,086,100	1,055,800	515,525	525	(515,000)
GO Bond Total	1,086,100	1,055,800	515,525	525	(515,000)

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
400000 Park Capital Improvements					
Licenes & Permits					
323004 Park Impact Fees	324,225	216,880	60,000	60,000	-
Licenes & Permits Total	324,225	216,880	60,000	60,000	-
Miscellaneous					
361001 Interest Earnings	24,784	20,441	3,000	3,000	-
Miscellaneous Total	24,784	20,441	3,000	3,000	-
Other Sources					
381004 Trnf from GF	-	-	-	-	-
Other Sources Total	-	-	-	-	-
400000 Park Capital Improvements Total	349,010	237,321	63,000	63,000	-

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
450000 Capital Projects					
Intergovernmental					
331008 UDOT Revenue	-	-	-	-	-
Intergovernmental Total	-	-	-	-	-
Miscellaneous					
361001 Interest Earnings	71,818	44,068	15,000	15,000	-
369005 One Time Misc Revenue	-	-	-	-	-
Miscellaneous Total	71,818	44,068	15,000	15,000	-
Other Sources					
381004 Trnf from GF	1,660,491	2,270,715	2,205,646	1,459,237	(746,409)
Other Sources Total	1,660,491	2,270,715	2,205,646	1,459,237	(746,409)
450000 Capital Projects Total	1,732,309	2,314,783	2,220,646	1,474,237	(746,409)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Capital Projects					
404521 Capital Projects-Parks					
Capital					
673001 Capital Project	298,157	81,016	944,000	-	(944,000)
Capital Total	298,157	81,016	944,000	-	(944,000)
404521 Capital Projects-Parks Total	298,157	81,016	944,000	-	(944,000)
454161 Capital Projects-Buildings					
Capital					
673001 Capital Project	127,997	292	542,358	1,912,000	1,369,642
Capital Total	127,997	292	542,358	1,912,000	1,369,642
454161 Capital Projects-Buildings Total	127,997	292	542,358	1,912,000	1,369,642
454410 Capital Projects-Streets					
Capital					
673001 Capital Project	809,957	1,207,728	3,448,117	4,894,401	1,446,284
Capital Total	809,957	1,207,728	3,448,117	4,894,401	1,446,284
454410 Capital Projects-Streets Total	809,957	1,207,728	3,448,117	4,894,401	1,446,284
454521 Capital Projects-Parks					
Capital					
673001 Capital Project	97,344	174,171	215,004	1,335,000	1,119,996
Capital Total	97,344	174,171	215,004	1,335,000	1,119,996
454521 Capital Projects-Parks Total	97,344	174,171	215,004	1,335,000	1,119,996
Capital Projects Total	1,333,455	1,463,208	5,149,479	8,141,401	2,991,922

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
500000 Utility Administration					
Miscellaneous					
361001 Interest Earnings	35,802	27,375	20,000	9,000	(11,000)
369006 Late Fees/Penalty	150,636	127,631	141,000	135,000	(6,000)
Miscellaneous Total	186,438	155,005	161,000	144,000	(17,000)
Utility Charges					
371005 Water Service Fees	17,580	11,573	19,000	19,000	-
Utility Charges Total	17,580	11,573	19,000	19,000	-
Other Sources					
381005 Trnf from EF	213,615	236,668	359,806	323,814	(35,992)
Other Sources Total	213,615	236,668	359,806	323,814	(35,992)
500000 Utility Administration Total	417,633	403,246	539,806	486,814	(52,992)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Utility Admin					
505011 Utility Administration					
Personnel	177,440	186,885	249,875	224,568	(25,307)
Operations					
621301 Training & Registration	-	-	1,900	2,350	450
623101 In-State Travel	-	-	50	50	-
624004 Materials & Supplies	-	-	1,000	500	(500)
624005 Printing	14,991	19,445	27,850	27,850	-
624006 Postage / Mailing	35,652	39,796	40,850	40,850	-
624204 Annual Maint. & Support	-	7,396	13,463	13,413	(50)
631004 Bank Fees	785	886	1,050	1,050	-
645001 Special Department Allow	352	837	1,500	1,500	-
Operations Total	51,780	68,360	87,663	87,563	(100)
Transfers					
691009 Trnf Indirect Cost Alloca	137,610	155,197	202,268	174,683	(27,585)
Transfers Total	137,610	155,197	202,268	174,683	(27,585)
505011 Utility Administration Total	366,830	410,442	539,806	486,814	(52,992)
Utility Admin Total	366,830	410,442	539,806	486,814	(52,992)

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
510000 Water					
Licenes & Permits					
323001 Water Impact Fees	34,241	27,448	25,000	25,000	-
Licenes & Permits Total	34,241	27,448	25,000	25,000	-
Miscellaneous					
361001 Interest Earnings	94,284	86,195	30,000	30,000	-
364001 Sale Of Fixed Assets G/L	(250,967)	(539,173)	-	-	-
367002 Bond Premium	-	-	-	-	-
369001 Misc Revenues	3,823	2,042	-	-	-
Miscellaneous Total	(152,860)	(450,936)	30,000	30,000	-
Utility Charges					
371001 Water Charges	3,472,795	3,630,343	3,550,000	3,855,000	305,000
371003 Water Meter Connection	16,781	22,706	13,000	13,000	-
371006 Fire Hydrant Meter Rental	-	-	500	500	-
371008 Water Charges-City	93,717	99,104	100,000	100,000	-
Utility Charges Total	3,583,293	3,752,153	3,663,500	3,968,500	305,000
510000 Water Total	3,464,674	3,328,666	3,718,500	4,023,500	305,000

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Water					
515101 Water Department					
Personnel	405,881	378,501	421,837	439,700	17,863
Operations					
621101 Publications & Subscriptions	210	170	250	-	(250)
621201 Membership Dues	2,139	2,353	4,300	4,085	(215)
621301 Training & Registration	2,305	2,904	6,850	5,960	(890)
623501 Out-of-State Travel	-	-	1,440	1,863	423
624001 Office Supplies	473	591	450	4,117	3,667
624004 Materials & Supplies	63,265	96,189	105,350	106,850	1,500
624006 Postage / Mailing	3,453	583	4,000	1,500	(2,500)
624107 Uniforms & PPE	1,582	857	2,850	2,850	-
624204 Annual Maint. & Support	2,501	84	19,675	26,751	7,076
625001 Equip. Maint. & Supplies	10,125	16,855	20,500	20,500	-
625002 Equipment Purchases	1,890	895	3,000	5,200	2,200
625201 Tires/Brakes	5,922	17,118	7,000	7,000	-
625202 Fuel/Oil	18,926	20,967	19,000	21,000	2,000
625203 Fleet Repair	9,836	19,721	8,000	20,000	12,000
625204 Fleet Lease	28,923	28,925	28,925	28,925	-
626001 Building Maintenance	468	531	3,725	3,725	-
627001 Electric	147,903	165,437	210,000	210,000	-
631003 Insurance Fees	27,239	27,239	30,005	31,205	1,200
631004 Bank Fees	19,137	21,390	21,675	21,675	-
631006 Contracted Services	28,329	37,134	55,640	71,383	15,743
645001 Special Department Allow	410	1,180	1,250	1,250	-
651501 Depreciation	889,533	889,607	905,000	905,000	-
661001 Miscellaneous Supplies	525	5,855	5,350	5,350	-
662001 Miscellaneous Services	1,245,762	1,346,676	1,572,360	1,635,500	63,140
Operations Total	2,510,857	2,703,261	3,036,595	3,141,689	105,095
Capital					
674001 Machinery & Equipment	28,690	68,488	110,350	114,595	4,245
674002 Equipment Replacements	32,856	48,367	213,201	134,549	(78,652)
674003 Vehicle Replacement	36,100	185,914	44,000	86,990	42,990
Capital Total	97,645	302,769	367,551	336,134	(31,417)
Debt					
681002 Debt Service-Interest	22,966	10,667	-	-	-
Debt Total	22,966	10,667	-	-	-
Transfers					
691001 Trnf Other Funds	143,940	139,300	67,980	-	(67,980)
691003 Trnf EF Sales Tax Bond	82,733	82,511	82,511	83,158	647
691005 Trnf EF	78,152	84,964	129,146	113,149	(15,997)
691008 Nonoperating Transfer	93,717	99,104	100,000	100,000	-
691009 Trnf Indirect Cost Alloca	339,339	362,415	341,468	342,025	557
Transfers Total	737,881	768,294	721,105	638,332	(82,773)
515101 Water Department Total	3,775,231	4,163,492	4,547,088	4,555,855	8,768
515110 Water Capital Projects					
Capital					
673001 Capital Project	1,151,523	1,050,391	5,480,851	5,712,406	231,555
Capital Total	1,151,523	1,050,391	5,480,851	5,712,406	231,555
515110 Water Capital Projects Total	1,151,523	1,050,391	5,480,851	5,712,406	231,555
Water Total	4,926,754	5,213,882	10,027,939	10,268,261	240,323

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
520000 Sewer					
Licenes & Permits					
323002 Sewer Impact Fees	50,546	59,430	40,000	40,000	-
Licenes & Permits Total	50,546	59,430	40,000	40,000	-
Miscellaneous					
361001 Interest Earnings	52,160	43,338	17,000	7,000	(10,000)
364001 Sale Of Fixed Assets G/L	(63,830)	(178,928)	-	-	-
369001 Misc Revenues	3,647	29,133	-	-	-
Miscellaneous Total	(8,023)	(106,457)	17,000	7,000	(10,000)
Utility Charges					
372001 Sewer Charges	4,547,552	4,598,204	4,605,000	4,670,000	65,000
Utility Charges Total	4,547,552	4,598,204	4,605,000	4,670,000	65,000
Other Sources					
381001 Trnf Other Funds	-	-	-	-	-
Other Sources Total	-	-	-	-	-
520000 Sewer Total	4,590,074	4,551,177	4,662,000	4,717,000	55,000

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Sewer					
525201 Sewer Department					
Personnel	362,792	332,733	420,190	426,983	6,793
Operations					
621301 Training & Registration	575	575	5,535	5,400	(135)
623101 In-State Travel	-	-	1,620	3,895	2,275
623501 Out-of-State Travel	-	-	1,440	1,863	423
624001 Office Supplies	233	238	350	4,017	3,667
624004 Materials & Supplies	1,902	2,006	4,600	5,433	833
624107 Uniforms & PPE	1,105	805	1,900	1,900	-
624204 Annual Maint. & Support	-	-	-	700	700
625002 Equipment Purchases	1,890	-	-	2,675	2,675
625201 Tires/Brakes	2,796	-	3,000	3,000	-
625202 Fuel/Oil	5,063	6,246	6,000	7,000	1,000
625203 Fleet Repair	12,665	17,069	15,000	15,000	-
625204 Fleet Lease	13,039	13,040	13,040	13,040	-
626001 Building Maintenance	260	462	1,950	1,950	-
631003 Insurance Fees	14,985	14,985	16,959	17,637	679
631004 Bank Fees	21,824	25,153	25,000	25,000	-
631006 Contracted Services	104,254	72,569	158,690	120,833	(37,857)
645001 Special Department Allow	268	237	1,250	1,250	-
651501 Depreciation	612,620	576,353	615,000	615,000	-
661001 Miscellaneous Supplies	360	629	1,750	1,750	-
662001 Miscellaneous Services	3,079,680	3,092,925	3,200,360	3,125,500	(74,860)
Operations Total	3,873,518	3,823,291	4,073,444	3,972,843	(100,600)
Capital					
674001 Machinery & Equipment	-	-	56,850	52,230	(4,620)
674003 Vehicle Replacement	36,936	-	6,500	25,548	19,048
Capital Total	36,936	-	63,350	77,778	14,428
Transfers					
691001 Trnf Other Funds	107,494	104,475	50,985	-	(50,985)
691003 Trnf EF Sales Tax Bond	74,366	74,167	74,167	74,749	582
691005 Trnf EF	79,774	84,649	128,642	109,877	(18,765)
691009 Trnf Indirect Cost Alloca	346,380	362,220	340,135	332,133	(8,002)
Transfers Total	608,014	625,511	593,929	516,759	(77,170)
525201 Sewer Department Total	4,881,260	4,781,536	5,150,913	4,994,363	(156,549)
525210 Sewer Capital Projects					
Capital					
673001 Capital Project	484,342	41,476	2,545,451	3,038,004	492,553
Capital Total	484,342	41,476	2,545,451	3,038,004	492,553
525210 Sewer Capital Projects Total	484,342	41,476	2,545,451	3,038,004	492,553
Sewer Total	5,365,603	4,823,012	7,696,364	8,032,367	336,004

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
530000 Storm Drain					
Licenes & Permits					
323003 Storm Water Impact Fees	9,198	11,731	6,000	3,500	(2,500)
Licenes & Permits Total	9,198	11,731	6,000	3,500	(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	71,313	69,894	10,000	10,000	-
364001 Sale Of Fixed Assets G/L	(34,738)	(204,610)	-	-	-
369001 Misc Revenues	47,561	-	-	-	-
Miscellaneous Total	84,136	(134,716)	10,000	10,000	-
Utility Charges					
373001 Storm Water Charges	1,067,671	1,120,311	1,144,000	1,200,000	56,000
Utility Charges Total	1,067,671	1,120,311	1,144,000	1,200,000	56,000
Other Sources					
381001 Trnf Other Funds	-	-	-	-	-
Other Sources Total	-	-	-	-	-
530000 Storm Drain Total	1,163,325	999,645	1,162,320	1,215,820	53,500

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Storm					
535301 Storm Drain					
Personnel	233,993	216,711	272,084	326,906	54,822
Operations					
621101 Publications & Subscriptions	-	-	100	100	-
621201 Membership Dues	740	760	195	195	-
621301 Training & Registration	230	545	2,950	3,060	110
623101 In-State Travel	445	-	1,395	1,350	(45)
623501 Out-of-State Travel	-	-	1,440	1,863	423
624001 Office Supplies	498	517	500	4,166	3,666
624004 Materials & Supplies	4,588	4,027	5,450	9,783	4,333
624107 Uniforms & PPE	754	335	1,425	1,900	475
624204 Annual Maint. & Support	-	-	-	700	700
625001 Equip. Maint. & Supplies	1,266	-	1,550	1,550	-
625002 Equipment Purchases	1,890	-	-	2,275	2,275
625003 Equipment Rental	-	2,688	4,000	5,000	1,000
625201 Tires/Brakes	1,610	-	1,000	1,000	-
625202 Fuel/Oil	3,792	4,122	5,500	6,000	500
625203 Fleet Repair	3,629	20,958	10,000	10,000	-
625204 Fleet Lease	7,236	7,240	7,240	7,240	-
626001 Building Maintenance	-	-	450	450	-
631003 Insurance Fees	5,837	5,837	7,219	7,507	288
631004 Bank Fees	5,100	5,273	5,825	5,825	-
631006 Contracted Services	57,116	60,762	67,090	74,833	7,743
645001 Special Department Allow	7,498	5,775	8,300	8,300	-
651501 Depreciation	673,726	673,600	685,000	685,000	-
661001 Miscellaneous Supplies	314	1,676	1,500	1,500	-
662001 Miscellaneous Services	207	2,453	9,360	9,500	140
663001 Contingency	-	1,375	5,000	5,000	-
Operations Total	776,477	797,943	832,489	854,097	21,609
Capital					
674001 Machinery & Equipment	-	-	56,850	54,555	(2,295)
674003 Vehicle Replacement	272,000	-	6,500	24,548	18,048
Capital Total	272,000	-	63,350	79,103	15,753
Transfers					
691001 Trnf Other Funds	25,045	24,377	11,897	-	(11,897)
691005 Trnf EF	45,063	55,015	83,299	84,124	825
691009 Trnf Indirect Cost Alloca	195,663	235,413	220,246	254,287	34,041
Transfers Total	265,771	314,805	315,442	338,411	22,970
535301 Storm Drain Total	1,548,241	1,329,459	1,483,364	1,598,517	115,153
535310 Storm Drain Capital Projects					
Capital					
673001 Capital Project	355,358	397,406	4,204,951	4,903,379	698,428
Capital Total	355,358	397,406	4,204,951	4,903,379	698,428
535310 Storm Drain Capital Projects Total	355,358	397,406	4,204,951	4,903,379	698,428
Storm Total	1,903,599	1,726,865	5,688,315	6,501,896	813,581

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
540000 Solid Waste					
Miscellaneous					
361001 Interest Earnings	23,338	22,589	4,000	4,000	-
364001 Sale Of Fixed Assets G/L	-	-	-	-	-
Miscellaneous Total	23,338	22,589	4,000	4,000	-
Utility Charges					
374001 Garbage Charges	1,416,655	1,637,773	1,675,000	1,700,000	25,000
Utility Charges Total	1,416,655	1,637,773	1,675,000	1,700,000	25,000
540000 Solid Waste Total	1,439,993	1,660,363	1,679,000	1,704,000	25,000

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Garbage					
545401 Solid Waste					
Personnel	65,260	51,537	61,141	64,759	3,618
Operations					
631003 Insurance Fees	5,549	5,549	6,913	7,189	276
631004 Bank Fees	6,989	7,899	7,975	7,975	-
631006 Contracted Services	1,060,894	1,343,166	1,465,501	1,465,500	(1)
651501 Depreciation	3,930	3,930	-	5,000	5,000
Operations Total	1,077,362	1,360,545	1,480,389	1,485,664	5,275
Capital					
673001 Capital Project	70,285	8,560	88,951	1,091,500	1,002,549
Capital Total	70,285	8,560	88,951	1,091,500	1,002,549
Transfers					
691001 Trnf Other Funds	82,260	80,097	39,089	-	(39,089)
691005 Trnf EF	10,626	12,040	18,718	16,665	(2,053)
691009 Trnf Indirect Cost Alloca	46,140	51,520	49,492	50,373	881
Transfers Total	139,026	143,657	107,299	67,038	(40,261)
545401 Solid Waste Total	1,351,933	1,564,299	1,737,779	2,708,961	971,182
Garbage Total	1,351,933	1,564,299	1,737,779	2,708,961	971,182

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
610000 Fleet Management					
Charges for Services					
344001 Fleet Charges From GF	144,120	144,127	164,219	144,120	(20,099)
344002 Fleet Charges From Water	28,923	28,925	33,596	28,923	(4,673)
344003 Fleet Charges From Sewer	13,039	13,040	15,143	13,039	(2,103)
344004 Fleet Charges Storm Water	7,236	7,240	8,388	7,236	(1,152)
345001 Consum. Chrgs From Gf	187,756	177,235	238,175	238,890	715
345002 Consum. Chrgs From Water	34,685	57,807	34,000	38,000	4,000
345003 Consum. Chrgs From Sewer	20,610	23,315	24,000	25,000	1,000
345004 Consum. Chrgs From Storm	8,945	25,080	16,500	16,500	-
345006 Consum. Chrgs Outside Ser	4,742	-	13,000	13,000	-
346001 Vehicle&Equip Replace GF	303,664	217,460	495,383	319,000	(176,383)
346002 Vehicle&Equip Replace Wtr	60,816	254,402	154,350	63,500	(90,850)
346003 Vehicle&Equip Replace Swr	36,936	-	63,350	38,000	(25,350)
346004 Vehicle&Equip Replc Strm	273,418	-	63,350	240,000	176,650
346006 Vehicle&Equip Replc Garga	-	-	-	-	-
Charges for Services Total	1,124,891	948,632	1,323,453	1,185,208	(138,245)
Miscellaneous					
364001 Sale Of Fixed Assets G/L	17,204	(14,387)	-	-	-
365001 Fuel Charges	17,143	21,092	12,000	12,000	-
369001 Misc Revenues	-	-	-	-	-
Miscellaneous Total	34,348	6,705	12,000	12,000	-
Other Sources					
381001 Trnf Other Funds	-	-	-	-	-
Other Sources Total	-	-	-	-	-
610000 Fleet Management Total	1,159,239	955,337	1,335,453	1,197,208	(138,245)

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Fleet					
614441 Fleet Management					
Personnel	143,139	152,236	162,300	170,134	7,834
Operations					
621101 Publications & Subscriptions	1,500	1,500	1,500	1,500	-
621301 Training & Registration	786	761	2,280	2,400	120
624001 Office Supplies	411	1,073	895	895	-
624004 Materials & Supplies	5,038	3,552	6,250	6,250	-
624107 Uniforms & PPE	425	288	950	950	-
624204 Annual Maint. & Support	949	949	2,500	2,500	-
625001 Equip. Maint. & Supplies	12,578	9,149	8,000	8,000	-
625002 Equipment Purchases	1,134	912	2,000	4,500	2,500
625201 Tires/Brakes	27,860	32,463	36,425	36,340	(85)
625202 Fuel/Oil	157,171	146,489	166,000	162,400	(3,600)
625203 Fleet Repair	95,458	130,952	110,250	119,250	9,000
625501 Equipment Repairs	190	128	600	600	-
626001 Building Maintenance	684	858	4,000	4,000	-
631003 Insurance Fees	2,360	2,360	2,513	2,613	100
631006 Contracted Services	5,536	453	4,300	4,300	-
651501 Depreciation	367,420	397,719	370,000	370,000	-
661001 Miscellaneous Supplies	-	-	-	1,750	1,750
662001 Miscellaneous Services	179	257	360	500	140
Operations Total	679,678	729,862	718,823	728,748	9,925
Capital					
674001 Machinery & Equipment	74,762	68,488	13	5,012	4,999
674003 Vehicle Replacement	602,595	441,147	9	226,759	226,750
Capital Total	677,357	509,635	22	231,771	231,749
Debt					
681003 Backhoe Lease Obligations	24,750	16,250	23,000	23,000	-
Debt Total	24,750	16,250	23,000	23,000	-
614441 Fleet Management Total	1,524,925	1,407,983	904,145	1,153,653	249,508
Fleet Total	1,524,925	1,407,983	904,145	1,153,653	249,508

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
630000 Risk Management					
Charges for Services					
344006 Risk Mgmt Charges - GF	171,951	171,951	202,703	216,462	13,759
344007 Risk Mgmt Charges - Water	27,239	27,239	33,692	34,290	598
344008 Risk Mgmt Charges - Sewer	14,985	14,985	19,042	18,864	(179)
344009 Risk Mgmt Charges - Storm	5,837	5,837	8,106	7,347	(758)
344011 Risk Mgmt Charges - Fleet	2,360	2,360	2,822	2,971	149
344012 Risk Mgmt Charges - CDRA	-	-	-	-	-
344013 Risk Mgmt Charges - Garba	5,549	5,549	7,762	6,986	(776)
Charges for Services Total	227,920	227,920	274,127	286,920	12,793
Miscellaneous					
369001 Misc Revenues	-	-	-	-	-
369007 Claims And Damages	-	4,520	-	-	-
Miscellaneous Total	-	4,520	-	-	-
630000 Risk Management Total	227,920	232,440	274,127	286,920	12,793

FY2022 Tentative Budget - Expenditures

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
Risk					
634443 Risk Management					
Operations					
624101 Claims & Damages	36,544	-	30,000	30,000	-
631003 Insurance Fees	227,920	225,522	214,126	253,892	39,766
631006 Contracted Services	29,000	28,220	30,000	30,000	-
Operations Total	293,464	253,742	274,126	313,892	39,766
634443 Risk Management Total	293,464	253,742	274,126	313,892	39,766
Risk Total	293,464	253,742	274,126	313,892	39,766

FY2022 Tentative Budget - Revenues

	FY19 Actuals	FY20 Actuals	FY21 Budget	Tentative FY22 Budget	Change '21 to '22
700000 Perpetual Cemetery Fund					
Charges for Services					
348002 Perpetual Care	11,000	13,050	9,000	9,000	-
Charges for Services Total	11,000	13,050	9,000	9,000	-
Miscellaneous					
361001 Interest Earnings	6,279	4,884	1,200	1,200	-
Miscellaneous Total	6,279	4,884	1,200	1,200	-
700000 Perpetual Cemetery Fund Total	17,279	17,934	10,200	10,200	-

Clearfield City | May 11, 2021

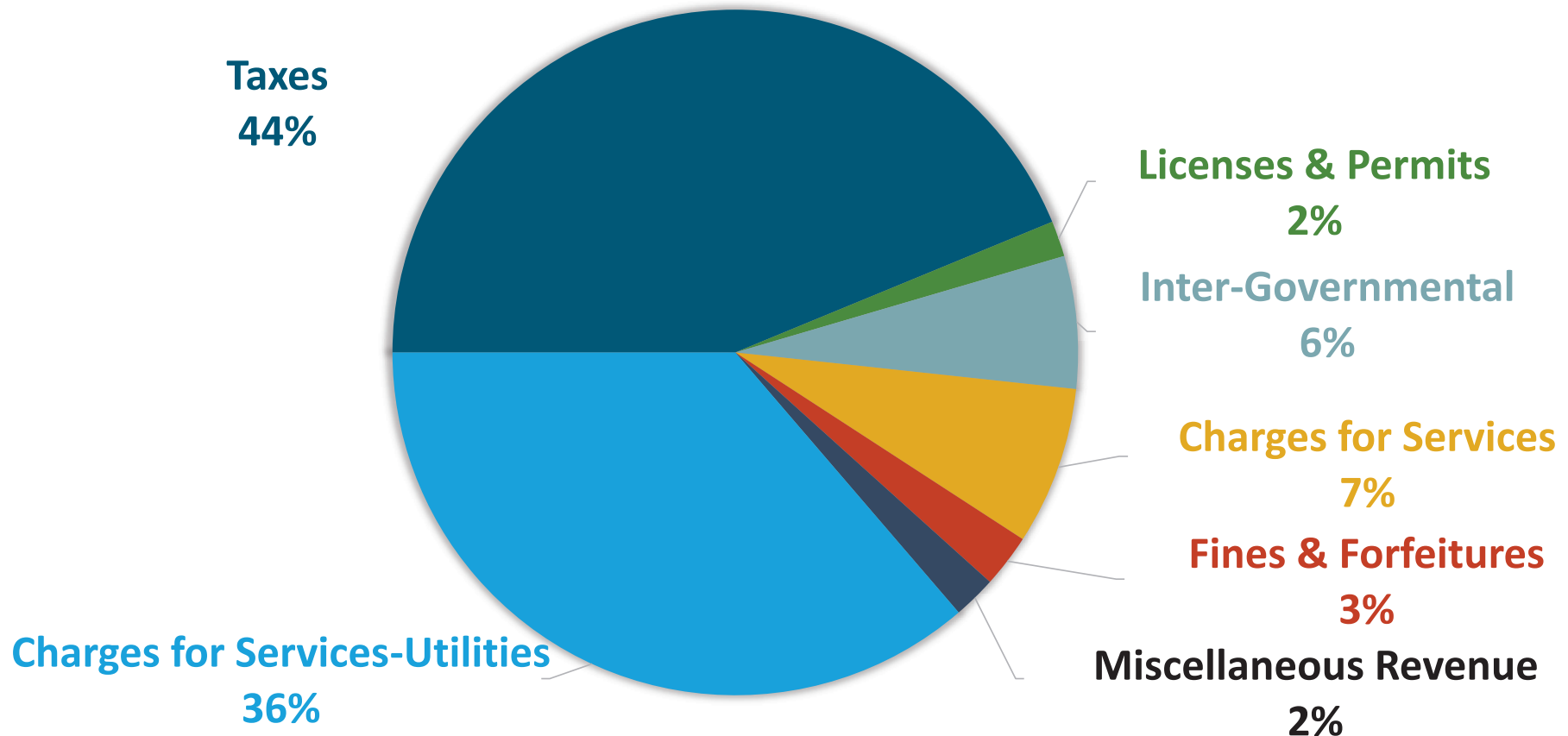
Fiscal Year 2022 Tentative Budget

Unknowns as the Tentative Budget Adoption

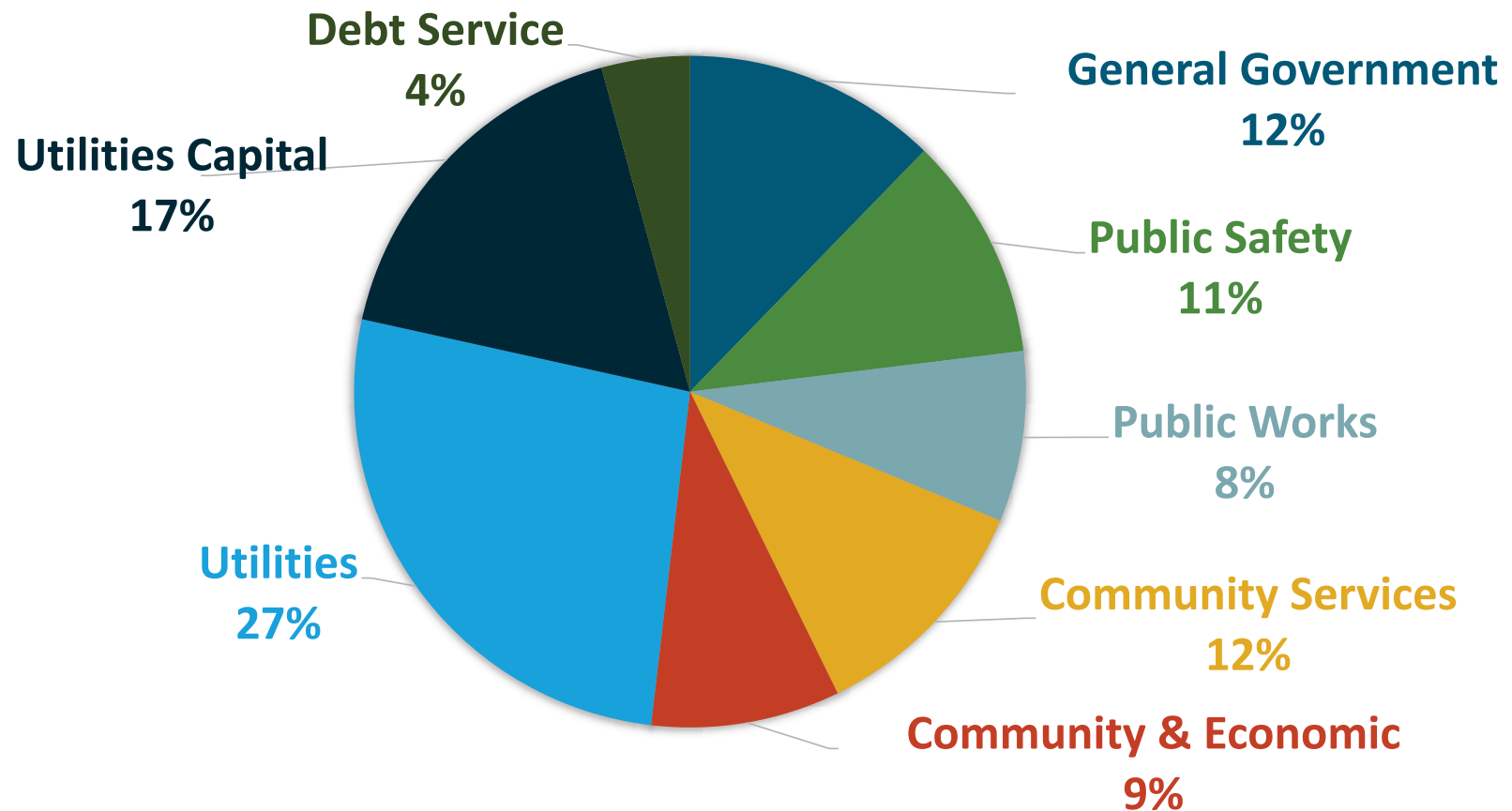
- Certified tax rate and assessed valuation
- Final Property and Liability Insurance
- Final bond amounts for infrastructure and water
- American Rescue Plan FY21 or FY22?
- FY21 projects that may need to be reallocated to FY22
- Beginning fund balances



Where the Money Comes From



How are the Funds Spent



Budget Summary – Governmental Funds

	Revenues & Transfers In	Operating Expenditures & Transfers Out	Capital Expenditures	Total Expenditures	Change in Available Cash
General Fund	\$19,843,309	\$ 18,106,922	\$ 3,983,468	\$22,090,390	\$(2,247,081)
CDRA	2,502,812	1,929,331	250,000	2,179,331	323,481
Debt Service Fund	-	515,525		515,525	(515,525)
Capital Projects	1,537,237		8,141,401	8,141,401	(6,604,164)
Total Governmental	\$ 23,883,358	\$ 20,551,778	\$ 12,374,869	\$32,926,647	\$(9,043,289)

Budget Summary – Enterprise/Utility Funds

	Revenues & Transfers In	Operating Expenditures & Transfers Out	Capital Expenditures	Total Expenditures	Change in Available Cash
Water	4,023,500	3,314,721	6,048,540	9,363,261	(5,339,761)
Sewer	4,717,000	4,301,585	3,115,782	7,417,367	(2,700,367)
Storm Water	1,215,820	834,414	4,982,482	5,816,896	(4,601,076)
Garbage	1,704,000	1,612,461	1,091,500	2,703,961	(999,961)
Total Enterprise	\$ 12,147,134	\$10,602,987	\$15,238,304	\$25,841,291	\$(13,694,157)

Major Changes FY 2022 Budget

- Increase to Sales Tax Projection - \$1.45M
- Increase to operating Property Tax - \$440,000
 - Maintain same rate as last year
- 7% increase in health insurance premiums
- Personnel market/merit increases included
- New Police Officer, New full-time PW Inspector
- New part-time Parks Maintenance & 3 seasonal
- PT to FT Planner, PT to FT Facility Maintenance
- New PT Community Services Admin Assistant



Major Projects FY 2022 Budget

- Maintenance & Operation Center Phase 3—\$5.3M
 - Partially federal grant funded
- Street Surface Treatment of \$500,000
 - Several years ago, was only \$200,000 per year
- Street Reconstruction future projects set aside —\$300,000
- Cemetery Expansion—\$795,000
- Arts Center Renovation—\$550,000
- Replace Jacobson Park Playground—\$130,000
- Restroom in Central Park—\$90,000



Measures of Security and Sustainability

Security

Available General Fund cash by the end of FY22 is now 19.5% of revenues

Available General Fund cash by the end of FY22 is now \$683k above 2 months of operating expenditures

Sustainability

General Fund Ongoing Revenue minus Operating Expense has a net surplus of \$75k





CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION

January 12, 2021

(This meeting was held following a City Council policy session.)

City Building
55 South State Street
Clearfield City, Utah

No physical meeting location was available for the public due to the statewide public health emergency which might present a substantial risk to the health and safety of others. The meeting was held for the public electronically via Zoom Meeting address:

Zoom Meeting
<https://us02web.zoom.us/j/87411657359>
Meeting ID: 874 1165 7359

PRESIDING VIA
ZOOM MEETING:

Nike Peterson Chair

PRESENT VIA
ZOOM MEETING:

Kent Bush Director
Vern Phipps Director
Tim Roper Director
Mark Shepherd Director
Karece Thompson Director

STAFF PRESENT:

JJ Allen City Manager
Summer Palmer Assistant City Manager
Stuart Williams City Attorney
Kelly Bennett Police Chief
Eric Howes Community Services Director
Adam Favero Public Works Director
Braden Felix City Engineer/PW Deputy Director
Spencer Brimley Community Development Director
Brad McIlrath Senior Planner
Rich Knapp Finance Manager
Trevor Cahoon Communications Coordinator
Nancy Dean City Recorder

STAFF PRESENT
VIA ZOOM:

Lee Naylor Accountant

VISITORS VIA ZOOM: Larry Roberts, Brock Johnston, Scott Lalli, Tonya Baker, Heather Christofferson – Ulrich and Associates, P.C., Lorene Kamalu – Davis County Commission

Pursuant to the State of Utah Public Health Order 2020-17, dated October 14, 2020, and in conjunction with the State of Utah's ongoing declaration of a statewide public health emergency, Chair Peterson acknowledged Mayor Shepherd's declaration made on January 5, 2021 that resulted in the following: (1) the City would not be providing an anchor location for City Council or other board meetings for the next 30 days, (2) Although no other physical meeting location would be available for the general public, the City Council or other board members might or might not appear in person at the City building subject to compliance of social distancing and mask requirements, (3) the public's participation in the City Council or other board meetings might present a substantial risk to the health and safety of others, and (4) the public's participation in the City Council or other board meetings would only be available through Zoom and/or Facebook Live.

Chair Peterson called the meeting to order at 8:24 p.m.

APPROVAL OF THE MINUTES FROM THE AUGUST 11, 2020, POLICY SESSION

Director Bush moved to approve the minutes from the August 11, 2020 policy session, as written; and authorize the Chair's signature to any necessary documents, seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE – Directors Bush, Phipps, Roper, Shepherd, and Thompson. Voting NO – None.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FISCAL YEAR 2021 BUDGET

Chair Peterson opened the public hearing at 8:25 p.m. and informed those present via the Zoom Meeting if they wanted to comment during the Public Hearing, they could do so through the Zoom Meeting chat option as outlined on the agenda.

Rich Knapp, Finance Manager, reviewed the following budget amendments with the Board:

- \$343,000 - Engineering Services for Clearfield Station Transit Oriented Development (TOD) funded from CDA 1 – Clearfield Station
- \$50,000 – Argentine Corner Incentive funded from RDA 8

Chair Peterson asked if any public comments had been received in the chat or submitted online prior to the meeting. Nancy Dean, City Recorder, reported there had been no public comments received.

There were no public comments.

Director Thompson moved to close the public hearing at 8:26 p.m., seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Bush, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

APPROVAL OF RESOLUTION 2021R-01 AUTHORIZING AMENDMENTS TO THE
FISCAL YEAR 2021 BUDGET

Director Phipps moved to approve Resolution 2021R-01 authorizing amendments to the fiscal year 2021 budget and authorize the Chair's signature to any necessary documents, seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Bush, Phipps, Roper, Shepherd, and Thompson. Voting NO – None.

APPROVAL OF THE AGREEMENT WITH ARGENTINE CORNER FOR THE
COMMERCIAL DEVELOPMENT AND ECONOMIC STIMULUS INCENTIVE

Summer Palmer, Assistant City Manager, stated long time Clearfield business, Argentine Corner, was interested in relocating from where it had been for seventeen years to a retail space at Clearfield Junction. She noted the owner had asked for some help after a significant investment was made to relocate. She explained the incentive funds would come from RDA 8 and would be allocated post performance.

Director Shepherd moved to approve the agreement with Argentine Corner for the commercial development and economic stimulus incentive, seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Bush, Phipps, Roper, Shepherd, and Thompson. Voting NO – None.

There being no further business to come before the Community Development and Renewal Agency, **Director Shepherd moved to adjourn as the CDRA and reconvene as the City Council in work session at 8:29 p.m., seconded by Director Bush. The motion carried upon the following vote: Voting AYE – Directors Bush, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

The City Council policy session minutes are in a separate location.

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION

April 13, 2021

(This meeting was held following the City Council work session.)

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Karece Thompson	Vice-Chair
EXCUSED:	Nike Peterson	Chair
PRESENT:	Kent Bush	Director
	Vern Phipps	Director
	Tim Roper	Director
	Mark Shepherd	Director
STAFF PRESENT:	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
	Rich Knapp	Finance Manager
	Wendy Page	Deputy Recorder
EXCUSED:	JJ Allen	City Manager
	Nancy Dean	City Recorder

Vice-Chair Thompson called the meeting to order at 9:02 p.m.

DISCUSSION ON THE CDRA FISCAL YEAR 2022 BUDGET

Summer Palmer, Assistant City Manager, indicated the CDRA draft budget for FY22 had been included with the agenda packet. She explained the City currently had seven active project areas, but the Lifetime Products Community Reinvestment Area (CRA) was scheduled to trigger so there would soon be eight active project areas. She mentioned the interlocal agreements required the Lifetime Products project area to trigger in the current tax year; however, recent legislation made it possible to extend the life of project areas by a couple of years if impacted by the COVID-19 pandemic. She acknowledged Lifetime Products was expected to request the extension which would allow for more time to hit the incentive cap.

Ms. Palmer reviewed the draft CDRA FY22 budget and highlighted each of the project areas' tax increment revenues and expenditures. She noted the tax increment from the redevelopment areas

(RDAs) was used to pay the debt service on the Clearfield Aquatic and Fitness Center (CAFC). Ms. Palmer stated the CDRA revenues were estimated to be \$2,502,810 with expenditures at \$2,179,331 resulting in a net contribution to the CDRA's fund balance of \$323,479.

Ms. Palmer acknowledged the FY22 budget assumed that the loan owed to the City's Utility Administration Fund would be forgiven following any appropriate action. She pointed out that the CDRA could save about \$20,000 each year in interest payments. She added it would allow the funds typically paid out to accrue and then be used towards economic development and redevelopment purposes.

Ms. Palmer continued the draft FY22 budget also included the following two projects proposed to be paid for from the accrued balances:

- Undergrounding the powerlines on the west side of State Street, from 350 South to 550 South (RDA 7). The project had been rolled over from the FY21 budget in case it became necessary to move it forward because the timing was contingent on Rocky Mountain Power's help to proceed.
- Incentivizing the relocation of Argentine Corner to Clearfield Junction (RDA 8). The incentive was included in an FY21 budget amendment; however, it would be rolled forward to FY22 in case the project was not completed before the end of June.

Ms. Palmer explained the CDRA budget was fairly straight-forward with very little wiggle room. She asked if there were any questions about the draft FY22 CDRA budget. There were no questions from the Board.

Director Shepherd moved to adjourn as the CDRA and reconvene as the City Council in work session at 9:08 p.m., seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Bush, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

The City Council work session minutes are in a separate location.



STAFF REPORT

To: Mayor Shepherd and City Council Members
From: Rich Knapp, Finance Manager
Meeting Date: May 11, 2021
Subject: Fiscal Year 2022 Tentative CDRA Budget

Recommended Action

Staff recommends the City Council adopt the FY 2022 Tentative CDRA Budget.

Description / Background

Before each budget year begins, local governments are to prepare a tentative budget. The tentative budget for each fund shall contain estimates of all anticipated revenues and all appropriations for expenditures. The CDRA final budget needs to be approved before June 30 because it is not subject to truth in taxation. The public hearing to adopt the final CDRA budget will be scheduled for June 8.

Hedgehog Analysis

The budget is legally required, a high priority, and an essential task.

Corresponding Policy Priorities

This budget allocates the City's limited resources to further all policy priorities including quality municipal services, image, livability and economy, and a highly motivated and a well-trained workforce.

Fiscal Impact

The Tentative CDRA budget has total revenues and transfers equal to \$2,502,812. Total appropriations equal \$2,179,331. The net increase to fund balance equates to \$323,481.

Schedule / Time Constraints

The Tentative Budget must be approved on or before the first scheduled meeting in May, and the final budget must be approved by June 30 if there is no truth in taxation. The public hearing to adopt the final CDRA budget will be scheduled for June 8.

Alternatives

There is no alternative to budgeting for FY22. The possibilities of how to allocate resources are many.