



3200 W 300 N, West Point, UT 84015
801.776.0970

**WEST POINT CITY COUNCIL
MEETING NOTICE & AGENDA
September 21st, 2021
WEST POINT CITY HALL**

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

THIS PUBLIC MEETING WILL BE HELD IN-PERSON AT WEST POINT CITY HALL AND ALSO ELECTRONICALLY.

The Public may attend the meeting electronically and comment when appropriate by:

- Join Zoom Meeting at: <https://us02web.zoom.us/j/85036236414> or
- Connect via Telephone: Dial 1(669) 900-6833 and enter Meeting ID: 850 3623 6414

The public may attend this meeting in-person at West Point City Hall under the following Guidelines:

- Use of face coverings is required for all those not fully vaccinated
- Avoid entering if they have a fever of 100.4° or above, cough, trouble breathing, sore throat, muscle aches and pains, sudden changes in smell or taste, or feel generally unwell
- Maintain 6-foot physical distancing & avoid physical contact
- Sneeze/cough into cloth, tissue, elbow or sleeve (not hands)
- Wash hands often, and for at least 20 seconds

The public may also participate in the Citizen Comment and Public Hearing Items prior to the meeting via email:

Comments must be received prior to the 7PM City Council Meeting

- Email: carnold@westpointcity.org
- Subject Line: Must be designated as "Citizen Comment – September 21st, 2021 City Council Meeting"
- Email Body: Must include First & Last Name and Address and a succinct statement of your comment.

ADMINISTRATIVE SESSION

6:00 PM – OPEN TO THE PUBLIC


1. Quarterly Financial Report – Mr. Ryan Harvey [pg. 4](#)
2. Discussion Regarding Phases 1a and 1b of the Bluff View Subdivision – Mrs. Bryn MacDonald [pg. 39](#)
3. Discussion Regarding the Sewer System Master Plan & Impact Fee Analysis – Mr. Boyd Davis [pg. 48](#)
4. Other Items

GENERAL SESSION

7:00 PM – OPEN TO THE PUBLIC

1. Call to Order
2. Pledge of Allegiance
3. Prayer (Please contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)
4. Communications and Disclosures from City Council and Mayor
5. Communications from Staff
6. Citizen Comment (*Emailed comments received prior to the meeting using the instructions above will be read to the Council at this time*)
 - Please clearly state your name and address prior to commenting and keep comments to a maximum of 2 ½ minutes
 - Do not repeat positions already stated; public comment is a time for the Council to receive new information and perspectives
 - If attending the meeting in-person, please approach the podium
 - If attending the meeting electronically, use the "raise hand" icon if on a computer or dial *9 on the phone to indicate that you would like to make a comment; when it is your turn, the meeting host will unmute you.
7. Update from President Brad Mortensen of Weber State University
8. Appointment of Jackie Carman as Director of the Miss West Point & Miss Junior West Point Scholarship Pageant – Mayor Craythorne
9. Consideration of Approval of the August 3rd, 2021 West Point City Council Meeting Minutes [pg. 125](#)
10. Consideration of Approval of Ordinance No. 09-21-2021A, Amending Title 12, Section 12.15 of the West Point City Code Regarding Cemetery Regulations – Ms. Casey Arnold and Mr. Paul Rochell [pg. 88](#)
 - a. Public Hearing (*please use "Citizen Comment" instructions above if you would like to make a comment.*)
 - b. Action
11. Motion to Adjourn the General Session

POSTED THIS 17th DAY OF SEPTEMBER, 2021


CASEY ARNOLD, CITY RECORDER

TENTATIVE UPCOMING ITEMS

Date: **10/05/2021**

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
 2. Consideration of Final Plat Approval of Phases 1a and 1b of the Bluff View Subdivision – Mrs. Bryn MacDonald
 3. Consideration of Final Plat Approval of Phase 4 of the Wildfire Estates Subdivision – Mrs. Bryn MacDonald
 4. Consideration of Final Plat Approval of Phase 2 of the Westlake Estates Subdivision – Mrs. Bryn MacDonald
 5. Consideration of Approval of Ordinance No. 10-05-2021, Adopting an Impact Fee Facilities Plan & Impact Fee Enactment for the Sanitary Sewer System – Mr. Boyd Davis
 - a. Public Hearing
 - b. Action
-

Date: **10/19/2021**

Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: **11/02/2021**

CANCELLED – ELECTION DAY

Date: **11/16/2021**

Administrative Session – 6:00 pm

1. Discussion Regarding the 2022 West Point City Council Meeting Schedule – Ms. Casey Arnold

General Session – 7:00 pm

1. Consideration of Approval of Ordinance No. 11-16-2021A, Approving the 2022 Meeting Schedule of the West Point City Council – Ms. Casey Arnold
 2. Approval of the 2021 General Election Canvass – Ms. Casey Arnold
-

Date: **12/07/2021**

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
-

Date: **12/21/2021**

Administrative Session – 6:00 pm

General Session – 7:00 pm



WEST POINT CITY 2021 CALENDAR

2021

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY

1	New Year's Day - CLOSED
5	City Council - 6 PM
11	Senior Lunch - CANCELED
14	Planning Commission - 6 PM
18	MLK Jr. Day - CLOSED
19	City Council - 6 PM
28	Planning Commission - 6 PM
TBD	City Council Planning & Visioning Session

JULY

2-3	PARTY AT THE POINT EVENTS
5	Independence Holiday - CLOSED
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - CANCELED
20	City Council - 6 PM
22	Planning Commission - 6 PM
23	Pioneer Day Holiday - CLOSED

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

2	City Council - 6 PM
8	Senior Lunch - CANCELED
11	Planning Commission - 6 PM
15	President's Day - CLOSED
16	City Council - 6 PM
25	Planning Commission - 6 PM

AUGUST

3	City Council - 6 PM
12	Planning Commission - 6 PM
17	City Council - 6 PM
18	Summer Party 5:30 - 7 PM
20	Senior Dinner - 5:30 PM
24	Special City Council Meeting - 7
26	Planning Commission - 6 PM

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MARCH

2	City Council - 6 PM
11	Planning Commission - 6 PM
15	Senior Lunch - CANCELED
16	City Council - 6 PM
25	Planning Commission - 6 PM

SEPTEMBER

6	Labor Day - CLOSED
7	City Council - 6 PM
9	Planning Commission - 6 PM
13	Senior Lunch - 11:30 AM
21	City Council - 6 PM
23	Planning Commission - 6 PM

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

APRIL

TBD	EASTER EGG HUNT - 10 AM
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - CANCELED
20	City Council - 6 PM
22	Planning Commission - 6 PM

OCTOBER

4	Senior Lunch - 11:30 AM
5	City Council - 6 PM
7	CEMETERY CLEANING
11	Employee Training - CLOSED
13	Council/Staff Lunch - 11:30 AM
14	Planning Commission - 6 PM
15	HALLOWEEN CARNIVAL - 7 PM
19	City Council - 6 PM
22-23	ANNUAL FALL CLEAN-UP
28	Planning Commission - 6 PM

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY

TBD	TAKE PRIDE IN WEST POINT
4	City Council - 6 PM
6	CEMETERY CLEANING
13	Planning Commission - 6 PM
17	Senior Lunch - CANCELED
18	City Council - 6 PM
27	Planning Commission - 6 PM
31	Memorial Day - CLOSED

NOVEMBER

2	ELECTION DAY
6	FLAGS ON VETERANS' GRAVES
11	Veterans Day - CLOSED
15	Senior Lunch - 11:30 AM
16	City Council - 6 PM
25-26	Thanksgiving - CLOSED
29	CITY HALL LIGHTING - 6 PM

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
Colum	Colum	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
Colum	Colum	Colum	Colum	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE

TBD	MISS WEST POINT PAGEANT
1	City Council - 6 PM
10	Planning Commission - 6 PM
14	Senior Lunch - CANCELED
15	City Council - 6 PM
24	Planning Commission - 6 PM

DECEMBER

3	Christmas Party - 7 PM
6	CHILD REMEMBRANCE - 7 PM
7	City Council - 6 PM
9	Planning Commission - 6 PM
13	Senior Lunch - 11:30 AM
17	CEMETERY LUMINARY - 4 PM
21	City Council - 6 PM
23	Planning Commission - 6 PM
24-27	Christmas Holiday - CLOSED
31	New Year's Holiday - CLOSED

City Council Staff Report

Subject: Quarterly Financial Report (Apr – Jun 2021)
Author: Ryan Harvey
Department: Administrative Services
Date: September 17, 2021



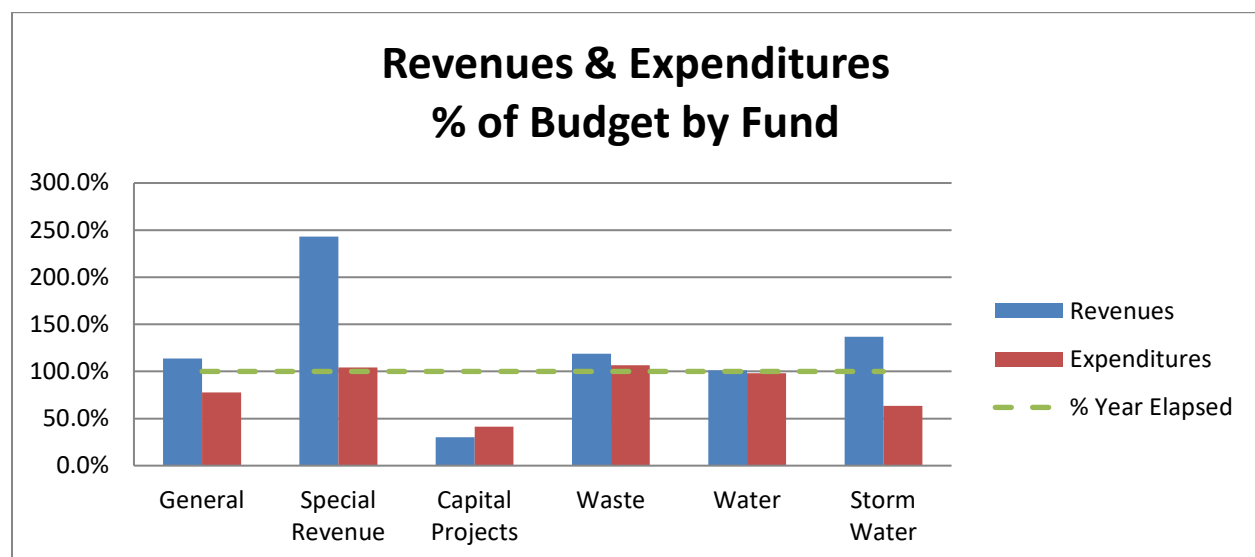
Background

City staff monitors revenues and expenditures on an ongoing basis throughout the year. We issue a quarterly financial report to give the City Council a snapshot of our financial state and as a report on our financial progress for the fiscal year. The attached report contains expenditure, revenue, budget, and balance sheet data for each City fund for the fourth quarter of Fiscal Year 2021, representing April 1 – June 30, 2021. This information is summarized in the graphs below.

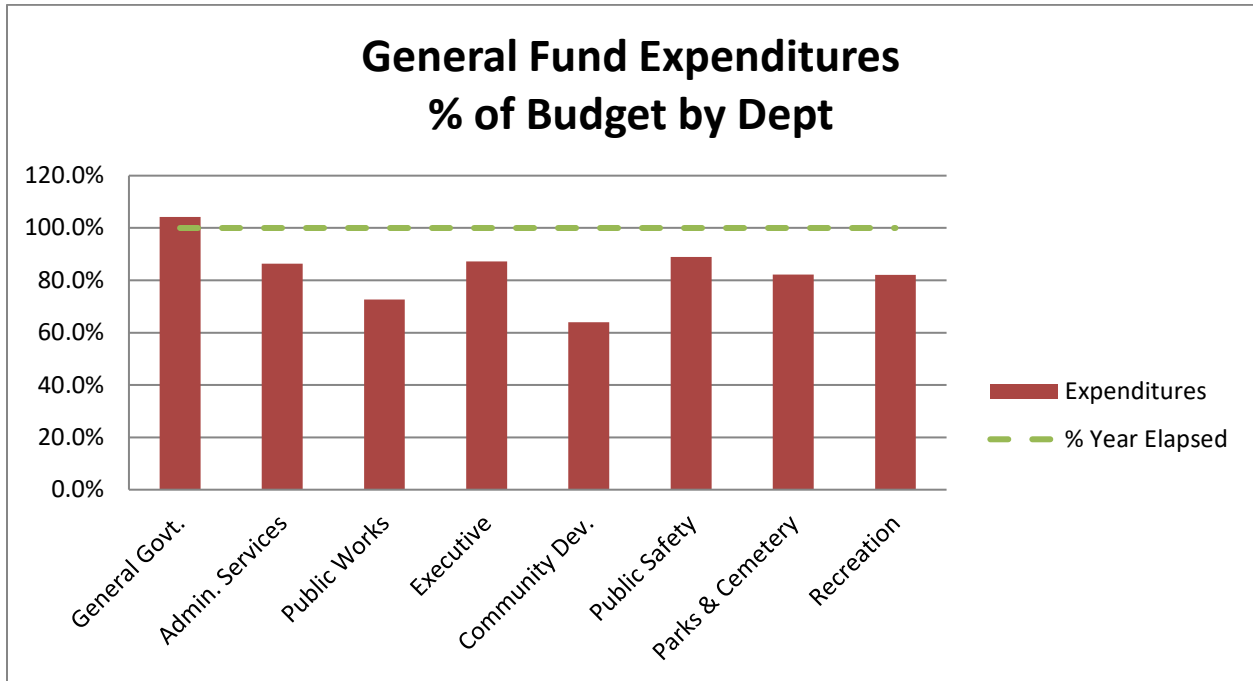
Analysis

As shown in the first graph, revenues exceed expenditures in all of the funds except for the Capital Projects Fund. With 100% of the year elapsed, revenues also exceed 100% in every fund except for the Capital Projects Fund, where the majority of revenue is not recognized until the fiscal year is over, and excess revenue is transferred in from the General Fund. The revenues in the Special Revenue Fund are especially high this year, and that is due to the revenue received from Impact Fees for development within the City.

Expenditures are near or below 100% in each of the funds. In the Special Revenue Fund, Expenditures are above 100% due to the impact fees received and passed through to the North Davis Fire District and the North Davis Sewer District. In the Waste Fund, Expenditures are above 100% due to the increased cost of providing services to the new residents of the City. The City is receiving enough revenue to cover those costs, but the budget will need to increase for those services going forward.



In the second graph we see that all of the General Fund departments are below 100% for the year except for the General Government, which is over by less than \$3,000 for the year. This is easily made up for in the other departments. In fact, due to the increase in revenues and expenditures being well under budget, the City should have another sizeable transfer to the Capital Projects Fund of around \$1 Million. The exact amount of that transfer will be determined in the next couple of weeks.



Recommendation

No action required. This report is for discussion/information purposes. Staff would appreciate any feedback or direction the Council may have.

Significant Impacts

There are no significant impacts at this time.

Attachments

FY2021 Q4 Financial Statements

WEST POINT CITY CORPORATION
COMBINED CASH INVESTMENT
JUNE 30, 2021

COMBINED CASH ACCOUNTS

01-1111	CASH IN CHECKING - ZIONS	1,616,654.82
01-1112	CASH IN CKING - CLASS C - ZION	793,544.51
01-1125	XBP DEPOSIT ACCOUNT	58,026.30
01-1130	CASH IN CHECKING - PTIF ACCT.	14,171,128.05
01-1131	PETTY CASH	750.00
		<hr/>
	TOTAL COMBINED CASH	16,640,103.68
01-1185	CASH IN CHECKING - CDRA ACCT	4,525.28
01-1190	CASH ALLOCATION TO OTHER FUNDS	(16,644,628.96)
		<hr/>
	TOTAL UNALLOCATED CASH	.00
		<hr/> <hr/>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	3,372,741.34
45	ALLOCATION TO SPECIAL REVENUE FUND	4,613,280.39
48	ALLOCATION TO CAPITAL PROJECTS FUND	3,720,535.02
51	ALLOCATION TO WASTE FUND	733,780.45
55	ALLOCATION TO WATER FUND	2,008,235.10
58	ALLOCATION TO STORM WATER UTILITY FUND	2,034,963.33
70	ALLOCATION TO DEBT SERVICE	115,524.28
85	ALLOCATION TO CDRA FUND	45,569.05
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	16,644,628.96
	ALLOCATION FROM COMBINED CASH FUND - 01-1190	(16,644,628.96)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	.00
		<hr/> <hr/>

WEST POINT CITY CORPORATION

BALANCE SHEET

JUNE 30, 2021

GENERAL FUND

ASSETS

10-1190	CASH ALLOCATION TO OTHER FUNDS	3,372,741.34	
10-1361	PROPERTY TAXES DEFERRED	544,484.00	
10-1411	DUE FROM OTHER GOVT. UNITS	438,689.76	
	TOTAL CURRENT ASSETS		4,355,915.10
	TOTAL ASSETS		4,355,915.10

LIABILITIES AND EQUITYLIABILITIES

10-2131	ACCOUNTS PAYABLE	159,793.13	
10-2220	PAYROLL TAXES & WITHHOLDINGS	1,210.80	
10-2222	FEDERAL WITHHOLDING PAYABLE	1,518.11	
10-2223	STATE WITHHOLDING PAYABLE	(1,231.07)	
10-2225	STATE RET & 401(K) PAYABLE	16,352.35	
10-2226	PUBLIC EMPLOYEES HEALTH PROGRA	12,079.91	
10-2228	EMPLOYEES DISABILITIES INS.	(179.59)	
10-2229	HSA PAYABLE	32,720.23	
10-2232	PEHP - DENTAL & VISION INS.	(1,040.77)	
10-2233	ULGT - VISION & LTC INS.	(2.94)	
10-2234	WELLNESS - HEALTH CLUBS	(508.91)	
10-2243	WORKMENS COMPENSATION PAYABLE	22,364.62	
10-2245	STATE UNEMPLOYMENT PAYABLE	258.92	
10-2250	WAGES PAYABLE-CLEARING	28,919.09	
10-2255	EXCAVATION BOND PAYABLE	33,822.00	
10-2275	DEFERRED REVENUE	544,484.00	
10-2291	ESCROW ACCOUNTS PAYABLE	843,644.10	
10-2410	UNEARNED- CARES ACT	318,362.00	
	TOTAL LIABILITIES		2,012,565.98

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
10-2975	NON-SPENDABLE FUNDS	40,084.64	
10-2980	UNASSIGNED FUNDS	897,173.07	
	REVENUE OVER EXPENDITURES - YTD	1,406,091.41	
	BALANCE - CURRENT DATE	2,343,349.12	
	TOTAL FUND EQUITY		2,343,349.12
	TOTAL LIABILITIES AND EQUITY		4,355,915.10

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-10 PROPERTY TAXES	.00	618,575.00	579,685.00	(38,890.00)	106.7
10-31-25 VEHICLE - IN LIEU OF PROP. TAX	.00	39,884.91	35,000.00	(4,884.91)	114.0
10-31-30 GENERAL SALES AND USE TAXES	.00	1,874,235.86	1,700,000.00	(174,235.86)	110.3
10-31-40 CABLE TV	.00	58,380.27	30,000.00	(28,380.27)	194.6
10-31-50 ENERGY SALES AND USE	.00	384,325.32	365,000.00	(19,325.32)	105.3
10-31-60 TELECOMMUNICATIONS	.00	35,408.38	60,000.00	24,591.62	59.0
TOTAL TAXES	.00	3,010,809.74	2,769,685.00	(241,124.74)	108.7
<u>LICENSES AND PERMITS</u>					
10-32-10 BUS. LICENSE/COND. USE PERMITS	.00	15,603.00	2,000.00	(13,603.00)	780.2
10-32-21 BUILDING PERMITS	.00	472,263.95	400,000.00	(72,263.95)	118.1
TOTAL LICENSES AND PERMITS	.00	487,866.95	402,000.00	(85,866.95)	121.4
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-56 CLASS C ROADS	.00	420,268.73	200,000.00	(220,268.73)	210.1
10-33-70 CARES ACT REVENUE	.00	318,362.00	400,000.00	81,638.00	79.6
TOTAL INTERGOVERNMENTAL REVENUE	.00	738,630.73	600,000.00	(138,630.73)	123.1
<u>CHARGES FOR SERVICES</u>					
10-34-10 ZONING AND SUBDIVISION FEES	.00	14,775.00	8,000.00	(6,775.00)	184.7
10-34-60 RECREATION FEES	.00	73,465.00	90,000.00	16,535.00	81.6
10-34-78 PARK & CITY HALL RESERVATIONS	.00	4,900.00	7,000.00	2,100.00	70.0
10-34-79 CITY CELEB. & SPONSORSHIPS	.00	10,052.00	9,000.00	(1,052.00)	111.7
10-34-82 CEMETERY INTERMENT	.00	14,700.00	15,000.00	300.00	98.0
10-34-90 MISC. INCOME & CONCESSIONS	.00	10,399.89	2,000.00	(8,399.89)	520.0
TOTAL CHARGES FOR SERVICES	.00	128,291.89	131,000.00	2,708.11	97.9
<u>MISCELLANEOUS REVENUE</u>					
10-36-10 INTEREST EARNINGS	.00	62,656.26	5,000.00	(57,656.26)	1253.1
10-36-20 DONATIONS	.00	4,866.00	2,000.00	(2,866.00)	243.3
10-36-90 MISCELLANEOUS	.00	12,936.59	1,000.00	(11,936.59)	1293.7
TOTAL MISCELLANEOUS REVENUE	.00	80,458.85	8,000.00	(72,458.85)	1005.7

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CONTRIBUTIONS & TRANSFERS</u>					
10-39-10 BEGINNING BALANCE	.00	.00	800,000.00	800,000.00	.0
TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	800,000.00	800,000.00	.0
TOTAL FUND REVENUE	.00	4,446,058.16	4,710,685.00	264,626.84	94.4

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-41-10 MAYOR AND COUNCIL WAGES	.00	51,438.42	46,200.00	(5,238.42)	111.3
10-41-11 EXECUTIVE	.00	807.69	.00	(807.69)	.0
10-41-13 EMPLOYEE BENEFITS	.00	6,744.12	7,186.00	441.88	93.9
10-41-33 TRAINING AND EDUCATION	.00	7,900.22	9,000.00	1,099.78	87.8
10-41-35 COMMUNITY SERVICE CONTRACTS	.00	1,275.00	3,000.00	1,725.00	42.5
TOTAL GENERAL GOVERNMENT	.00	68,165.45	65,386.00	(2,779.45)	104.3
<u>ADMINISTRATIVE SERVICES</u>					
10-44-11 SALARIES AND WAGES	.00	104,442.23	111,562.00	7,119.77	93.6
10-44-13 EMPLOYEE BENEFITS	.00	44,041.47	48,638.00	4,596.53	90.6
10-44-20 MILEAGE REIMBURSEMENT	.00	.00	800.00	800.00	.0
10-44-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	136.24	1,000.00	863.76	13.6
10-44-24 POSTAGE	.00	2,604.95	5,000.00	2,395.05	52.1
10-44-25 EQUIPMENT & SUPPLIES	.00	912.88	1,000.00	87.12	91.3
10-44-26 EQUIPMENT LEASE & MAINTENANCE	989.45	8,197.42	16,500.00	8,302.58	49.7
10-44-33 TRAINING & EDUCATION	.00	324.66	4,000.00	3,675.34	8.1
10-44-38 AUDITOR & ACCOUNTING SUPPORT	.00	14,278.00	16,500.00	2,222.00	86.5
10-44-63 IT SUPPORT & CONTRACTS	.00	4,163.74	7,100.00	2,936.26	58.6
10-44-65 EMERGENCY MANAGEMENT	.00	400.00	2,000.00	1,600.00	20.0
10-44-69 OFFICE SUPPLIES & EXPENSE	78.52	3,004.17	4,000.00	995.83	75.1
10-44-75 RISK MANAGEMENT	681.06	39,996.62	40,000.00	3.38	100.0
10-44-95 CREDIT CARD PROCESSING FEES	.00	1,246.69	1,000.00	(246.69)	124.7
10-44-98 BANK SERVICE CHARGES	.00	1,029.84	1,000.00	(29.84)	103.0
TOTAL ADMINISTRATIVE SERVICES	1,749.03	224,778.91	260,100.00	35,321.09	86.4
<u>PUBLIC WORKS</u>					
10-48-11 SALARIES AND WAGES	.00	104,270.79	158,708.00	54,437.21	65.7
10-48-13 EMPLOYEE BENEFITS & RETIREMENT	.00	62,397.50	108,687.00	46,289.50	57.4
10-48-15 ON CALL PAY	.00	5,397.00	5,950.00	553.00	90.7
10-48-20 OVERTIME	.00	12,995.47	14,000.00	1,004.53	92.8
10-48-23 TRAVEL AND EDUCATION	.00	.00	360.00	360.00	.0
10-48-25 EQUIPMENT, SUPPLIES & MAINT.	93.85	7,289.88	9,000.00	1,710.12	81.0
10-48-26 MUNICIPAL BLDGS. OPER. & MAINT	448.78	18,463.77	24,260.00	5,796.23	76.1
10-48-54 PROT. CLOTHING & EQUIPMENT	.00	3,617.32	3,000.00	(617.32)	120.6
10-48-65 FLEET OPERATIONS & MAINTENANCE	261.83	6,685.74	4,250.00	(2,435.74)	157.3
10-48-67 FLEET FUEL	1,272.02	9,030.48	12,865.00	3,834.52	70.2
10-48-69 OFFICE SUPPLIES & EXPENSE	.00	477.59	1,300.00	822.41	36.7
10-48-70 FLEET LEASES	.00	.00	10,000.00	10,000.00	.0
10-48-75 CROSSWALK POWER	55.44	663.43	900.00	236.57	73.7
10-48-77 PUBLIC FACILITIES HEATING	46.44	5,495.06	5,000.00	(495.06)	109.9
10-48-82 PUBLIC FACILITIES POWER	1,342.10	13,932.02	14,000.00	67.98	99.5
10-48-84 STREET LIGHTING PWR & MNT.	2,506.86	57,437.29	52,000.00	(5,437.29)	110.5
TOTAL PUBLIC WORKS	6,027.32	308,153.34	424,280.00	116,126.66	72.6

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXECUTIVE</u>					
10-49-11 SALARIES AND WAGES	.00	172,403.36	183,282.00	10,878.64	94.1
10-49-13 EMPLOYEE BENEFITS	.00	84,895.89	109,999.00	25,103.11	77.2
10-49-20 MILEAGE REIMBURSEMENTS	.00 (29.99)	750.00	779.99 (4.0)
10-49-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	2,799.23	3,000.00	200.77	93.3
10-49-23 TRAVEL AND EDUCATION	.00	3,070.08	6,000.00	2,929.92	51.2
10-49-24 POSTAGE	.00	.00	320.00	320.00	.0
10-49-25 NEW EQUIPMENT PURCHASE	.00	21,096.93	17,000.00 (4,096.93)	124.1
10-49-37 ATTORNEY	112.00	35,376.50	33,000.00 (2,376.50)	107.2
10-49-62 MISCELLANEOUS	.00	858.11	12,000.00	11,141.89	7.2
10-49-63 IT SUPPORT & CONTRACTS	.00	25,580.27	36,000.00	10,419.73	71.1
10-49-65 EMP. AWARDS, REC. & EVENTS	.00	10,733.57	13,000.00	2,266.43	82.6
10-49-66 EDUCATION REIMB. PROGRAM	.00	3,007.15	6,000.00	2,992.85	50.1
10-49-67 EMP. BENEFITS & BONUS PROGRAM	.00	.00	13,000.00	13,000.00	.0
10-49-68 WELLNESS PROGRAM	.00	.00	2,000.00	2,000.00	.0
10-49-69 OFFICE SUPPLIES & EXPENSE	13.42	4,556.86	5,000.00	443.14	91.1
10-49-70 CELLULAR & RADIO SERV. & EQUIP	736.64	9,276.50	12,000.00	2,723.50	77.3
10-49-72 LEGAL ADVERTISING	154.80	2,643.40	9,000.00	6,356.60	29.4
10-49-80 UTAH LEAGUE MEMBERSHIP	.00	5,446.40	5,500.00	53.60	99.0
10-49-82 CITY NEWSLETTER	.00	4,344.99	4,500.00	155.01	96.6
10-49-83 ECONOMIC DEVELOPMENT	.00	.00	5,000.00	5,000.00	.0
10-49-85 VOLUNTEERISM PROGRAM	.00	.00	2,000.00	2,000.00	.0
10-49-88 RECORDERS OFFICE	480.00	6,805.17	8,000.00	1,194.83	85.1
10-49-89 ELECTIONS	496.80	684.00	20,000.00	19,316.00	3.4
10-49-90 CITY CELEBRATIONS & EVENTS	11,887.19	27,856.96	73,500.00	45,643.04	37.9
10-49-91 YOUTH COUNCIL	.00	4,571.55	8,000.00	3,428.45	57.1
10-49-92 MISS WEST POINT PAGEANT	6,708.00	13,865.35	18,900.00	5,034.65	73.4
10-49-93 SENIOR PROGRAM	.00	.00	2,500.00	2,500.00	.0
10-49-94 COMMUNITY GARDEN	.00	.00	300.00	300.00	.0
10-49-96 YOUTH COURT	.00	.00	3,000.00	3,000.00	.0
10-49-97 COVID-19	.00	443,271.02	400,000.00 (43,271.02)	110.8
TOTAL EXECUTIVE	20,588.85	883,113.30	1,012,551.00	129,437.70	87.2

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
10-52-11 SALARIES AND WAGES	.00	203,859.73	302,527.00	98,667.27	67.4
10-52-13 EMPLOYEE BENEFITS & RETIREMENT	.00	88,257.62	146,399.00	58,141.38	60.3
10-52-21 BOOKS, SUBSCRIP. & MEMBERSHIPS	.00	268.00	750.00	482.00	35.7
10-52-23 TRAVEL, EDUCATION & CERTIFICAT	.00	1,338.87	4,000.00	2,661.13	33.5
10-52-25 EQUIPMENT & SUPPLIES	.00	3,052.20	6,500.00	3,447.80	47.0
10-52-51 GIS	.00	1,619.84	4,000.00	2,380.16	40.5
10-52-61 MISCELLANEOUS SUPPLIES	.00	.00	500.00	500.00	.0
10-52-62 CONTRACT PLANNING & INSP SERV	3,330.00	27,205.00	34,000.00	6,795.00	80.0
10-52-63 IT SUPPORT & CONTRACTS	.00	.00	10,400.00	10,400.00	.0
10-52-65 STATE BUILDING SURCHARGE	.00	2,610.17	1,000.00	(1,610.17)	261.0
10-52-68 PLANNING COMM/BOARD OF ADJ.	.00	61.00	3,000.00	2,939.00	2.0
10-52-69 OFFICE SUPPLIES & EXPENSE	20.84	856.44	500.00	(356.44)	171.3
10-52-85 CODE ENFORCEMENT	169.60	1,343.20	4,000.00	2,656.80	33.6
TOTAL COMMUNITY DEVELOPMENT	3,520.44	330,472.07	517,576.00	187,103.93	63.9
<u>ENGINEERING</u>					
10-53-70 ENGINEERING SERVICES	851.25	851.25	.00	(851.25)	.0
TOTAL ENGINEERING	851.25	851.25	.00	(851.25)	.0
<u>PUBLIC SAFETY & EMERGENCY PLAN</u>					
10-54-11 CROSSING GUARDS	.00	28,964.15	47,240.00	18,275.85	61.3
10-54-13 EMPLOYEE BENEFITS & RETIREMENT	.00	2,843.25	4,680.00	1,836.75	60.8
10-54-15 CROSSING GUARD SUPPLIES/EQUIP.	.00	528.02	1,000.00	471.98	52.8
10-54-60 ANIMAL CONTROL	3,851.20	47,345.50	55,000.00	7,654.50	86.1
10-54-62 POLICE SERVICES	21,900.00	262,800.00	275,000.00	12,200.00	95.6
10-54-65 NARCOTICS STRIKE FORCE	.00	8,743.68	8,800.00	56.32	99.4
10-54-75 HOMETOWN SECURITY (EPRT)	.00	689.31	4,000.00	3,310.69	17.2
TOTAL PUBLIC SAFETY & EMERGENCY PLAN	25,751.20	351,913.91	395,720.00	43,806.09	88.9
<u>EMERGENCY PREPARED. & RESPONSE</u>					
10-57-62 FIRE SERVICES CONTRACT	.00	14,546.90	.00	(14,546.90)	.0
TOTAL EMERGENCY PREPARED. & RESPONSE	.00	14,546.90	.00	(14,546.90)	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS AND CEMETERY</u>					
10-70-11 SALARIES AND WAGES	.00	50,192.37	104,008.00	53,815.63	48.3
10-70-13 EMPLOYEE BENEFITS & RETIREMENT	.00	12,804.22	10,305.00	(2,499.22)	124.3
10-70-20 UNIFORMS	.00	.00	600.00	600.00	.0
10-70-25 EQUIPMENT & SUPPLIES	3,348.59	20,339.43	14,000.00	(6,339.43)	145.3
10-70-26 BUILDING AND GROUNDS	4,021.75	81,877.91	68,600.00	(13,277.91)	119.4
10-70-29 PARK & CEMETERY LIGHTS	275.88	3,959.40	3,400.00	(559.40)	116.5
10-70-61 MISC. SERVICES AND SUPPLIES	.00	.00	1,200.00	1,200.00	.0
10-70-69 OFFICE SUPPLIES & EXPENSE	.00	.00	500.00	500.00	.0
10-70-70 GATEWAYS & PUBLIC PROPERTIES	.00	622.14	4,000.00	3,377.86	15.6
TOTAL PARKS AND CEMETERY	7,646.22	169,795.47	206,613.00	36,817.53	82.2
<u>RECREATION</u>					
10-71-11 SALARIES AND WAGES	.00	137,518.38	147,871.00	10,352.62	93.0
10-71-13 EMPLOYEE BENEFITS & RETIREMENT	.00	62,524.38	77,475.00	14,950.62	80.7
10-71-20 RECREATION PROGRAM MARKETING	252.00	511.59	1,000.00	488.41	51.2
10-71-23 TRAVEL & EDUCATION	.00	.00	2,400.00	2,400.00	.0
10-71-26 BUILDING AND GROUNDS	390.00	1,721.14	2,300.00	578.86	74.8
10-71-30 BACKGROUND CHECKS	.00	882.50	2,000.00	1,117.50	44.1
10-71-60 SOCCER	440.00	15,047.12	12,000.00	(3,047.12)	125.4
10-71-67 JUNIOR JAZZ	11,229.64	14,425.78	18,000.00	3,574.22	80.1
10-71-68 FOOTBALL	1,032.00	25,639.36	34,500.00	8,860.64	74.3
10-71-69 OFFICE SUPPLIES & EXPENSE	.00	206.40	250.00	43.60	82.6
10-71-71 BASEBALL/SOFTBALL	2,941.39	7,396.37	20,500.00	13,103.63	36.1
10-71-73 VOLLEYBALL	.00	2,034.40	3,000.00	965.60	67.8
10-71-74 TENNIS	.00	.00	5,000.00	5,000.00	.0
TOTAL RECREATION	16,285.03	267,907.42	326,296.00	58,388.58	82.1
<u>TRANSFERS, CONT. & OTHER USES</u>					
10-90-63 CLASS C TRANS. TO SPECIAL REV.	147,380.54	420,268.73	200,000.00	(220,268.73)	210.1
10-90-70 TRANS. DEBT. SERV. CITY HALL	.00	.00	107,000.00	107,000.00	.0
10-90-86 TRANSFER TO CAP. PROJ. FUND	.00	.00	1,192,033.00	1,192,033.00	.0
TOTAL TRANSFERS, CONT. & OTHER USES	147,380.54	420,268.73	1,499,033.00	1,078,764.27	28.0
TOTAL FUND EXPENDITURES	229,799.88	3,039,966.75	4,707,555.00	1,667,588.25	64.6
NET REVENUE OVER EXPENDITURES	(229,799.88)	1,406,091.41	3,130.00	(1,402,961.41)	44923.

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2021

SPECIAL REVENUE FUND

ASSETS

45-1190	CASH - ALLOCATION TO OTHER FUN	4,613,280.39	
45-1300	GRANT RECEIVABLE	14,082.02	
45-1411	DUE FROM OTHER GOVT. UNITS	25,037.83	
	TOTAL CURRENT ASSETS		4,652,400.24
	TOTAL ASSETS		4,652,400.24

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
45-2980	UNASSIGNED FUNDS	398,841.24	
45-2985	RESTRICTED FOR LOCAL OPTION RD	119,273.43	
45-2990	RESTRICTED FOR CLASS C ROADS	919,312.85	
45-2995	RESTRICTED FOR IMPACT FEES	2,035,160.15	
	REVENUE OVER EXPENDITURES - YTD	1,179,812.57	
	BALANCE - CURRENT DATE	4,652,400.24	
	TOTAL FUND EQUITY		4,652,400.24
	TOTAL LIABILITIES AND EQUITY		4,652,400.24

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

SPECIAL REVENUE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>DEVELOPMENT FEES</u>					
45-30-57 ROAD IMPACT FEES	.00	301,213.00	114,675.00	(186,538.00)	262.7
45-30-70 PARK AND TRAILS IMPACT FEES	.00	469,029.42	178,565.00	(290,464.42)	262.7
45-30-75 NORTH DAVIS SEWER IMPACT FEES	.00	647,944.00	244,200.00	(403,744.00)	265.3
45-30-80 N.D. FIRE IMPACT FEES	.00	67,882.54	10,401.00	(57,481.54)	652.7
45-30-99 BEGINNING BALANCE	.00	.00	132,940.00	132,940.00	.0
TOTAL DEVELOPMENT FEES	.00	1,486,068.96	680,781.00	(805,287.96)	218.3
<u>OTHER FINANCING SOURCES</u>					
45-33-46 GRANTS (ROAD PROJECTS)	.00	448,609.80	1,912,500.00	1,463,890.20	23.5
45-33-90 TRANSFER FROM OTHER FUNDS	147,380.54	420,268.73	200,000.00	(220,268.73)	210.1
45-33-93 LOCAL OPTION ROADS	.00	155,626.68	100,000.00	(55,626.68)	155.6
TOTAL OTHER FINANCING SOURCES	147,380.54	1,024,505.21	2,212,500.00	1,187,994.79	46.3
TOTAL FUND REVENUE	147,380.54	2,510,574.17	2,893,281.00	382,706.83	86.8

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

SPECIAL REVENUE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SPECIAL FUND PROJECTS</u>					
45-51-15 PARKS/TRAILS IMPACT FEE PROJ.	.00	.00	1,648.00	1,648.00	.0
45-51-71 ROADS/PED. WALKWAYS IMPACT FEE	.00	.00	40,000.00	40,000.00	.0
45-51-80 N.D. SEWER IMPACT FEES	.00	547,252.00	244,200.00	(303,052.00)	224.1
45-51-85 N.D. FIRE IMPACT FEES	.00	40,251.94	10,401.00	(29,850.94)	387.0
45-51-93 LOCAL OPTION ROADS	.00	6,087.00	392,396.00	386,309.00	1.6
45-51-95 CLASS C ROAD EXPENDITURES	134,135.16	238,032.39	519,155.00	281,122.61	45.9
45-51-97 ROAD & SIDEWALK GRANT PROJECTS	.00	499,138.27	1,685,481.00	1,186,342.73	29.6
TOTAL SPECIAL FUND PROJECTS	134,135.16	1,330,761.60	2,893,281.00	1,562,519.40	46.0
TOTAL FUND EXPENDITURES	134,135.16	1,330,761.60	2,893,281.00	1,562,519.40	46.0
NET REVENUE OVER EXPENDITURES	13,245.38	1,179,812.57	.00	(1,179,812.57)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2021

CAPITAL PROJECTS FUND

ASSETS

48-1190	CASH ALLOCATION TO OTHER FUNDS	3,720,535.02	
	TOTAL CURRENT ASSETS		3,720,535.02
	TOTAL ASSETS		3,720,535.02

LIABILITIES AND EQUITY

LIABILITIES

48-2131	ACCOUNTS PAYABLE	74,844.55	
	TOTAL LIABILITIES		74,844.55

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
48-2980	UNASSIGNED FUNDS	584,862.05	
48-2985	COMMITTED TO CAPITAL PROJECTS	3,148,742.76	
	REVENUE OVER EXPENDITURES - YTD	(87,914.34)	
	BALANCE - CURRENT DATE	3,645,690.47	
	TOTAL FUND EQUITY		3,645,690.47
	TOTAL LIABILITIES AND EQUITY		3,720,535.02

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
48-30-39 MISC. REVENUE	.00	210,300.00	.00	(210,300.00)	.0
48-30-45 CEMETERY PERMIT & PERPET. CARE	.00	29,520.00	200,282.00	170,762.00	14.7
48-30-90 BEGINNING BALANCE	.00	.00	1,534,337.00	1,534,337.00	.0
TOTAL REVENUE	.00	239,820.00	1,734,619.00	1,494,799.00	13.8
<u>OTHER FINANCING SOURCES</u>					
48-33-10 TRANSFER FROM GENERAL FUND	.00	.00	595,163.00	595,163.00	.0
TOTAL OTHER FINANCING SOURCES	.00	.00	595,163.00	595,163.00	.0
TOTAL FUND REVENUE	.00	239,820.00	2,329,782.00	2,089,962.00	10.3

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAP. PROJ. FUND FINANCING USES</u>					
48-51-15 BUILDINGS	19,408.41	105,108.19	100,663.00	(4,445.19)	104.4
48-51-20 ROAD PROJECTS	.00	178,417.65	746,889.00	568,471.35	23.9
48-51-25 PARK IMPROVEMENT PROJECTS	.00	14,635.50	841,201.00	826,565.50	1.7
48-51-43 CAPITAL EQUIPMENT REPLACEMENT	.00	.00	1,174.00	1,174.00	.0
48-51-44 VEHICLE REPLACEMENT	.00	29,573.00	29,573.00	.00	100.0
48-51-53 5 YEAR CIP	.00	.00	410,000.00	410,000.00	.0
48-51-70 CEMETERY PERPETUAL CARE	.00	.00	200,282.00	200,282.00	.0
TOTAL CAP. PROJ. FUND FINANCING USES	19,408.41	327,734.34	2,329,782.00	2,002,047.66	14.1
TOTAL FUND EXPENDITURES	19,408.41	327,734.34	2,329,782.00	2,002,047.66	14.1
NET REVENUE OVER EXPENDITURES	(19,408.41)	(87,914.34)	.00	87,914.34	.0

WEST POINT CITY CORPORATION

BALANCE SHEET

JUNE 30, 2021

WASTE FUND

ASSETS

51-1075	UTILITY CASH CLEARING	(2,832.26)	
51-1190	CASH-ALLOCATION FROM GEN.FUND		733,780.45	
51-1311	WASTE ACCOUNTS RECEIVABLE		180,101.57	
51-1312	ALLOWANCE FOR BAD DEBTS	(10,863.56)	
51-1411	DUE FROM OTHER GOVERNMENT		6,271.20	
51-1502	DEFERRED OUTFLOWS - PENSION		24,890.00	
TOTAL CURRENT ASSETS				931,347.40

PROPERTY AND EQUIPMENT

51-1631	IMPROVEMENTS OTHER THAN BLDGS.		4,601,612.43	
51-1651	MACHINERY AND EQUIPMENT		361,102.71	
51-1690	ACCUMULATED DEPRECIATION	(1,690,845.00)	
TOTAL PROPERTY AND EQUIPMENT				3,271,870.14

TOTAL ASSETS				4,203,217.54
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LIABILITIES AND EQUITYLIABILITIES

51-2131	ACCOUNTS PAYABLE		144,924.02	
51-2140	CUSTOMER DEPOSITS PAYABLE		17,700.00	
51-2141	COMPENSATED ABSENCES PAYABLE		19,893.32	
51-2201	NET PENSION LIABILITY		42,694.00	
51-2202	DEFERRED INFLOWS - PENSION		23,132.00	
51-2250	WAGES PAYABLE		3,678.89	
TOTAL LIABILITIES				252,022.23

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
51-2980	BEGINNING OF YEAR	3,552,467.37		
51-2995	RESTRICTED - SEWER IMPACT FEES	175,769.04		
	REVENUE OVER EXPENDITURES - YTD	222,958.90		
BALANCE - CURRENT DATE			3,951,195.31	
TOTAL FUND EQUITY				3,951,195.31
TOTAL LIABILITIES AND EQUITY				4,203,217.54

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-17 PENALTIES	.00	1,677.50	20,000.00	18,322.50	8.4
51-37-26 SEWER FEES	.00	1,143,587.01	1,000,000.00	(143,587.01)	114.4
51-37-50 GARBAGE COLLECTION FEES	.00	541,443.84	480,000.00	(61,443.84)	112.8
51-37-60 GREENWASTE COLLECTION FEES	.00	117,188.87	100,000.00	(17,188.87)	117.2
51-37-70 RECYCLE COLLECTION FEES	.00	135,364.95	120,000.00	(15,364.95)	112.8
TOTAL OPERATING REVENUE	.00	1,939,262.17	1,720,000.00	(219,262.17)	112.8
<u>OTHER FINANCING SOURCES</u>					
51-38-05 SEWER IMPACT FEES	.00	164,573.00	62,025.00	(102,548.00)	265.3
51-38-15 CAN PURCHASE	.00	33,660.00	5,000.00	(28,660.00)	673.2
51-38-80 INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
51-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL OTHER FINANCING SOURCES	.00	198,233.00	97,025.00	(101,208.00)	204.3
<u>TRANSFERS</u>					
51-39-95 BEGINNING FUND BALANCE	.00	.00	99,071.00	99,071.00	.0
51-39-96 SEWER IMPACT FEE BALANCE	.00	.00	186,560.00	186,560.00	.0
TOTAL TRANSFERS	.00	.00	285,631.00	285,631.00	.0
TOTAL FUND REVENUE	.00	2,137,495.17	2,102,656.00	(34,839.17)	101.7

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
51-81-11 SALARIES AND WAGES	.00	170,943.35	202,198.00	31,254.65	84.5
51-81-13 BENEFITS AND BONUS	.00	80,416.45	122,849.00	42,432.55	65.5
51-81-15 ON CALL PAY	.00	771.00	850.00	79.00	90.7
51-81-20 OVERTIME	.00	.00	2,000.00	2,000.00	.0
51-81-27 LIFT STATION PUMPS	111.74	1,913.02	2,400.00	486.98	79.7
51-81-42 GARBAGE	12,962.77	489,379.21	363,000.00	(126,379.21)	134.8
51-81-43 GREENWASTE	6,272.22	109,248.61	98,000.00	(11,248.61)	111.5
51-81-44 RECYCLING	8,993.06	105,531.25	88,000.00	(17,531.25)	119.9
51-81-49 SEWER COLLECTION AND DISPOSAL	.00	777,694.81	668,000.00	(109,694.81)	116.4
51-81-55 SEWER MAINTENANCE AND REPAIR	4,842.00	47,063.85	30,000.00	(17,063.85)	156.9
51-81-63 IT SUPPORT & CONTRACTS	80.02	14,800.88	23,825.00	9,024.12	62.1
51-81-65 UTILITY REFUNDS	.00	.00	1,500.00	1,500.00	.0
TOTAL PRIMARY OPERATING EXPENSES	33,261.81	1,797,762.43	1,602,622.00	(195,140.43)	112.2
<u>MATERIALS AND SUPPLIES</u>					
51-82-24 UTILITY BILLS - POSTAGE/EQUIP.	.00	8,700.43	11,000.00	2,299.57	79.1
51-82-47 CAN PURCHASE	.00	37,105.89	27,000.00	(10,105.89)	137.4
51-82-60 TRAVEL AND EDUCATION	.00	2,595.12	1,500.00	(1,095.12)	173.0
51-82-61 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS AND SUPPLIES	.00	48,401.44	40,500.00	(7,901.44)	119.5
<u>WASTE - OTHER EXPENSES</u>					
51-84-05 SEWER IMPACT FEE PROJECTS	.00	3,185.74	248,585.00	245,399.26	1.3
51-84-20 RISK MANAGEMENT	154.78	9,090.13	10,000.00	909.87	90.9
51-84-30 DEPRECIATION	.00	.00	85,000.00	85,000.00	.0
51-84-35 CREDIT CARD PROCESSING FEES	.00	10,719.86	8,100.00	(2,619.86)	132.3
51-84-39 AUDITOR & ACCOUNTING SUPPORT	.00	5,192.00	6,000.00	808.00	86.5
51-84-44 VEHICLE REPLACEMENT	.00	12,150.00	12,150.00	.00	100.0
51-84-81 IT	.00	.00	4,000.00	4,000.00	.0
51-84-83 CAPITAL IMPROVEMENTS	.00	22,336.42	56,699.00	34,362.58	39.4
51-84-84 BLUE STAKES	.00	1,183.03	1,000.00	(183.03)	118.3
51-84-90 FLEET	636.01	4,515.22	8,000.00	3,484.78	56.4
TOTAL WASTE - OTHER EXPENSES	790.79	68,372.40	439,534.00	371,161.60	15.6
<u>TRANSFERS & CONTINGENCIES</u>					
51-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL TRANSFERS & CONTINGENCIES	.00	.00	20,000.00	20,000.00	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	34,052.60	1,914,536.27	2,102,656.00	188,119.73	91.1
NET REVENUE OVER EXPENDITURES	(34,052.60)	222,958.90	.00	(222,958.90)	.0

WEST POINT CITY CORPORATION

BALANCE SHEET

JUNE 30, 2021

WATER FUND

ASSETS

55-1190	CASH-ALLOCATION FROM GEN. FUND	2,008,235.10	
55-1311	WATER ACCOUNTS RECEIVABLE	137,922.31	
55-1312	ALLOWANCE FOR BAD DEBTS	(3,000.00)	
55-1502	DEFERRED OUTFLOWS - PENSION	26,379.00	

TOTAL CURRENT ASSETS	2,169,536.41
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PROPERTY AND EQUIPMENT

55-1611	LAND	55,500.00	
55-1621	BUILDINGS	60,000.00	
55-1631	IMPROVEMST. OTHER THAN BLDGS.	4,828,843.89	
55-1651	MACHINERY & EQUIPMENT	187,487.07	
55-1690	ACCUMULATED DEPRECIATION	(1,176,415.51)	

TOTAL PROPERTY AND EQUIPMENT	3,955,415.45
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TOTAL ASSETS	6,124,951.86
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LIABILITIES AND EQUITYLIABILITIES

55-2140	CUSTOMER DEPOSITS PAYABLE	138,478.21	
55-2141	COMPENSATED ABSENCES PAYABLE	22,787.85	
55-2201	NET PENSION LIABILITY	42,414.00	
55-2202	DEFERRED INFLOWS - PENSION	26,135.00	
55-2250	WAGES PAYABLE	4,220.71	

TOTAL LIABILITIES	234,035.77
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FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
55-2980	BEGINNING OF YEAR	5,482,913.18	
55-2995	RESTRICTED - WATER IMPACT FEES	354,335.20	
	REVENUE OVER EXPENDITURES - YTD	53,667.71	
BALANCE - CURRENT DATE		5,890,916.09	
TOTAL FUND EQUITY		5,890,916.09	
TOTAL LIABILITIES AND EQUITY		6,124,951.86	

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
55-37-11 METERED WATER SALES	.00	817,291.69	750,000.00	(67,291.69)	109.0
55-37-13 SECONDARY WATER SALES	.00	837,177.85	790,000.00	(47,177.85)	106.0
55-37-14 CONNECTION FEES - WATER	.00	10,150.00	15,000.00	4,850.00	67.7
55-37-17 PENALTIES	.00	627.75	18,500.00	17,872.25	3.4
TOTAL OPERATING REVENUE	.00	1,665,247.29	1,573,500.00	(91,747.29)	105.8
<u>OTHER FINANCING SOURCES</u>					
55-38-05 WATER IMPACT FEES	.00	32,248.00	83,400.00	51,152.00	38.7
55-38-80 INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
55-38-95 FUND RESERVES	.00	.00	941,113.00	941,113.00	.0
55-38-96 WATER IMPACT FEE BALANCE	.00	.00	176,779.00	176,779.00	.0
55-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL OTHER FINANCING SOURCES	.00	32,248.00	1,241,292.00	1,209,044.00	2.6
TOTAL FUND REVENUE	.00	1,697,495.29	2,814,792.00	1,117,296.71	60.3

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
55-81-11 SALARIES AND WAGES	.00	190,242.82	238,474.00	48,231.18	79.8
55-81-13 BENEFITS AND BONUS	.00	92,198.36	147,691.00	55,492.64	62.4
55-81-15 ON CALL PAY	.00	1,542.00	1,700.00	158.00	90.7
55-81-20 OVERTIME	.00	.00	4,000.00	4,000.00	.0
55-81-28 WELLS & WATER TANK POWER	321.89	6,673.84	11,500.00	4,826.16	58.0
55-81-35 HOOPER WATER DISTRICT	.00	50.00	1,500.00	1,450.00	3.3
55-81-41 WATER MAINTENANCE	37.99	88,332.06	93,000.00	4,667.94	95.0
55-81-42 WATER SAMPLE TESTING	648.00	3,587.00	5,000.00	1,413.00	71.7
55-81-43 SECONDARY WATER	.00	736,638.03	770,000.00	33,361.97	95.7
55-81-45 REGISTRATION & OTHER EXPENSES	.00	160.00	1,000.00	840.00	16.0
55-81-60 TRAVEL AND EDUCATION	.00	4,661.28	4,140.00	(521.28)	112.6
55-81-63 IT SUPPORT & CONTRACTS	80.02	12,510.59	24,000.00	11,489.41	52.1
TOTAL PRIMARY OPERATING EXPENSES	1,087.90	1,136,595.98	1,302,005.00	165,409.02	87.3
<u>WATER - MATERIALS AND SUPPLIES</u>					
55-82-24 UTILITY BILLS - POSTAGE/EQUIP	.00	9,200.39	8,250.00	(950.39)	111.5
55-82-47 MISC. SUPPLIES & DEPOSIT SLIPS	.00	.00	750.00	750.00	.0
55-82-50 WATER METERS	40,826.17	155,388.90	115,000.00	(40,388.90)	135.1
TOTAL WATER - MATERIALS AND SUPPLIES	40,826.17	164,589.29	124,000.00	(40,589.29)	132.7
<u>WATER - OTHER EXPENSES</u>					
55-84-05 WATER SYSTEM IMPACT FEE PROJ.	.00	.00	800,430.00	800,430.00	.0
55-84-20 RISK MANAGEMENT	144.47	8,484.14	10,000.00	1,515.86	84.8
55-84-30 DEPRECIATION	.00	.00	80,000.00	80,000.00	.0
55-84-33 CAPITAL PROJECTS & EXPENDITURE	750.00	750.00	119,042.00	118,292.00	.6
55-84-35 CREDIT CARD PROCESSING FEES	.00	11,467.76	8,800.00	(2,667.76)	130.3
55-84-38 AUDITOR & ACCOUNTING SUPPORT	.00	5,192.00	6,000.00	808.00	86.5
55-84-40 WATER PURCHASE - WEBER BASIN	.00	293,865.00	293,865.00	.00	100.0
55-84-44 VEHICLE REPLACEMENT	.00	12,150.00	12,150.00	.00	100.0
55-84-82 BLUE STAKES	411.41	2,831.76	1,500.00	(1,331.76)	188.8
55-84-83 IT	.00	.00	2,000.00	2,000.00	.0
55-84-85 ENGINEERING STUDIES & PLANNING	.00	.00	20,000.00	20,000.00	.0
55-84-90 FLEET	1,113.03	7,901.65	15,000.00	7,098.35	52.7
TOTAL WATER - OTHER EXPENSES	2,418.91	342,642.31	1,368,787.00	1,026,144.69	25.0
<u>TRANSFERS & CONTINGENCIES</u>					
55-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL TRANSFERS & CONTINGENCIES	.00	.00	20,000.00	20,000.00	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	44,332.98	1,643,827.58	2,814,792.00	1,170,964.42	58.4
NET REVENUE OVER EXPENDITURES	(44,332.98)	53,667.71	.00	(53,667.71)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2021

STORM WATER UTILITY FUND

ASSETS

58-1190	CASH-ALLOCATION FROM GEN. FUND	2,034,963.33	
58-1311	STORM WATER ACCTS. RECEIVABLE	17,850.94	
58-1312	ALLOWANCE FOR BAD DEBTS	(100.00)	
58-1411	DUE FROM OTHER GOVERNMENT	3,120.00	
58-1502	DEFERRED OUTFLOWS - PENSION	11,211.00	
	TOTAL CURRENT ASSETS		2,067,045.27

PROPERTY AND EQUIPMENT

58-1611	LAND	102,540.00	
58-1631	IMPROVEMST. OTHER THAN BLDGS.	5,075,939.38	
58-1650	CONSTRUCTION IN PROGRESS	9,692.50	
58-1651	MACHINERY AND EQUIPMENT	74,899.84	
58-1690	ACCUMULATED DEPRECIATION	(892,534.15)	
	TOTAL PROPERTY AND EQUIPMENT		4,370,537.57
	TOTAL ASSETS		6,437,582.84

LIABILITIES AND EQUITY

LIABILITIES

58-2141	COMPENSATED ABSENCES PAYABLE	9,305.70	
58-2201	NET PENSION LIABILITY	22,835.00	
58-2202	DEFERRED INFLOWS - PENSION	8,704.00	
58-2250	WAGES PAYABLE	1,468.15	
	TOTAL LIABILITIES		42,312.85

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
58-2980	BEGINNING OF YEAR	5,256,281.10	
58-2995	RESTRICTED-STORM WTR IMPT FEES	919,649.49	
	REVENUE OVER EXPENDITURES - YTD	219,339.40	
	BALANCE - CURRENT DATE	6,395,269.99	
	TOTAL FUND EQUITY		6,395,269.99
	TOTAL LIABILITIES AND EQUITY		6,437,582.84

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

STORM WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
58-37-11 STORM SYS. MAINT. & CONST. FEE	.00	192,592.66	180,000.00	(12,592.66)	107.0
58-37-17 PENALTIES	.00	69.75	2,000.00	1,930.25	3.5
58-37-90 FUND BALANCE	.00	.00	184,537.00	184,537.00	.0
58-37-91 STORM WATER IMPACT FEE BALANCE	.00	.00	37,500.00	37,500.00	.0
TOTAL OPERATING REVENUE	.00	192,662.41	404,037.00	211,374.59	47.7
<u>OTHER FINANCING SOURCES</u>					
58-38-05 STORM WATER IMPACT FEES	.00	215,220.76	97,500.00	(117,720.76)	220.7
58-38-70 INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
58-38-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL OTHER FINANCING SOURCES	.00	215,220.76	137,500.00	(77,720.76)	156.5
TOTAL FUND REVENUE	.00	407,883.17	541,537.00	133,653.83	75.3

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

STORM WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PRIMARY OPERATING EXPENSES</u>					
58-81-11 SALARIES AND WAGES	.00	82,955.61	74,791.00	(8,164.61)	110.9
58-81-13 BENEFITS	.00	36,279.73	44,036.00	7,756.27	82.4
58-81-27 STORM SYS. MAINT. & REPAIR	371.53	8,279.84	11,000.00	2,720.16	75.3
58-81-28 CONSTRUCTION	.00	.00	10,000.00	10,000.00	.0
58-81-34 CREDIT CARD FEES	.00	1,495.78	1,100.00	(395.78)	136.0
58-81-40 SWEEPING & PREVENTATIVE CARE	.00	5,985.86	12,000.00	6,014.14	49.9
58-81-42 STRM SYS MAINT & PHS II COMP.	.00	489.98	2,500.00	2,010.02	19.6
58-81-43 SECONDARY WATER	.00	.00	5,000.00	5,000.00	.0
TOTAL PRIMARY OPERATING EXPENSES	371.53	135,486.80	160,427.00	24,940.20	84.5
<u>STORM WTR UTILITY - OTHER EXP.</u>					
58-84-05 STORM SYSTEM IMPACT FEE PROJ.	.00	16,796.24	135,000.00	118,203.76	12.4
58-84-20 RISK MANAGEMENT	51.60	3,030.03	3,500.00	469.97	86.6
58-84-30 DEPRECIATION	.00	.00	64,000.00	64,000.00	.0
58-84-38 AUDITOR & ACCOUNTING SUPPORT	.00	1,298.00	1,500.00	202.00	86.5
58-84-44 VEHICLE REPLACEMENT	.00	12,610.00	12,610.00	.00	100.0
58-84-83 CAPITAL PROJECTS	1,372.50	18,173.76	142,000.00	123,826.24	12.8
58-84-90 FLEET EXPENSE	159.01	1,148.94	2,500.00	1,351.06	46.0
TOTAL STORM WTR UTILITY - OTHER EXP.	1,583.11	53,056.97	361,110.00	308,053.03	14.7
<u>DEPARTMENT 90</u>					
58-90-99 PENSION	.00	.00	20,000.00	20,000.00	.0
TOTAL DEPARTMENT 90	.00	.00	20,000.00	20,000.00	.0
TOTAL FUND EXPENDITURES	1,954.64	188,543.77	541,537.00	352,993.23	34.8
NET REVENUE OVER EXPENDITURES	(1,954.64)	219,339.40	.00	(219,339.40)	.0

WEST POINT CITY CORPORATION

BALANCE SHEET

JUNE 30, 2021

DEBT SERVICE

ASSETS

70-1190	CASH ALLOCATION TO OTHER FUNDS	115,524.28	
	TOTAL CURRENT ASSETS		115,524.28
	TOTAL ASSETS		115,524.28

LIABILITIES AND EQUITYFUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
70-2980	UNASSIGNED FUNDS	1,970.37	
70-2990	RESTRICTED FOR DEBT SERVICE	114,682.63	
	REVENUE OVER EXPENDITURES - YTD	(1,128.72)	
	BALANCE - CURRENT DATE	115,524.28	
	TOTAL FUND EQUITY		115,524.28
	TOTAL LIABILITIES AND EQUITY		115,524.28

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS AND CONTRIBUTIONS</u>					
70-39-20 GENERAL FUND TRANSFER	.00	.00	107,000.00	107,000.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	107,000.00	107,000.00	.0
TOTAL FUND REVENUE	.00	.00	107,000.00	107,000.00	.0

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUNDING USES</u>					
70-84-10 DEBT SERVICE - CITY HALL	.00	.00	103,000.00	103,000.00	.0
70-84-15 INTEREST ON BONDS	.00	1,128.72	4,000.00	2,871.28	28.2
TOTAL FUNDING USES	.00	1,128.72	107,000.00	105,871.28	1.1
TOTAL FUND EXPENDITURES	.00	1,128.72	107,000.00	105,871.28	1.1
NET REVENUE OVER EXPENDITURES	.00	(1,128.72)	.00	1,128.72	.0

WEST POINT CITY CORPORATION

BALANCE SHEET

JUNE 30, 2021

CDRA FUND

ASSETS

85-1190	CASH ALLOCATION TO OTHER FUNDS	45,569.05	
85-1361	PROPERTY TAXES DEFERRED	150,921.00	
	TOTAL CURRENT ASSETS		196,490.05
	TOTAL ASSETS		196,490.05

LIABILITIES AND EQUITYLIABILITIES

85-2275	DEFERRED REVENUE	150,921.00	
	TOTAL LIABILITIES		150,921.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
85-2980	UNASSIGNED FUNDS	32,782.25	
	REVENUE OVER EXPENDITURES - YTD	12,786.80	
	BALANCE - CURRENT DATE	45,569.05	
	TOTAL FUND EQUITY		45,569.05
	TOTAL LIABILITIES AND EQUITY		196,490.05

WEST POINT CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

CDRA FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
85-31-10 PROPERTY TAX INCREMENT	.00	149,947.00	140,000.00	(9,947.00)	107.1
TOTAL REVENUE	.00	149,947.00	140,000.00	(9,947.00)	107.1
TOTAL FUND REVENUE	.00	149,947.00	140,000.00	(9,947.00)	107.1

WEST POINT CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2021

CDRA FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
85-44-63 ADMINISTRATION	.00	25.00	.00	(25.00)	.0
85-44-65 LONG-TERM DEBT EXPENSE	.00	111,000.00	111,000.00	.00	100.0
TOTAL EXPENDITURES	.00	111,025.00	111,000.00	(25.00)	100.0
<u>DEPARTMENT 84</u>					
85-84-15 INTEREST EXPENSE	.00	26,135.20	29,000.00	2,864.80	90.1
TOTAL DEPARTMENT 84	.00	26,135.20	29,000.00	2,864.80	90.1
TOTAL FUND EXPENDITURES	.00	137,160.20	140,000.00	2,839.80	98.0
NET REVENUE OVER EXPENDITURES	.00	12,786.80	.00	(12,786.80)	.0

WEST POINT CITY CORPORATION
BALANCE SHEET
JUNE 30, 2021

GENERAL FIXED ASSETS

ASSETS

PROPERTY AND EQUIPMENT

91-1611	LAND	3,924,789.85	
91-1612	INFRASTRUTURE	22,268,663.69	
91-1614	INTANGIBLES	8,987.00	
91-1621	BUILDINGS	2,163,653.16	
91-1631	IMPROVMNTS OTHER THAN BLDGS.	2,583,593.67	
91-1641	OFFICE FURNITURE AND EQUIPMENT	72,662.97	
91-1651	MACHINERY AND EQUIPMENT	562,457.85	
91-1661	AUTOMOBILES AND TRUCKS	864,146.16	
91-1711	CONSTRUCTION WORK IN PROGRESS	879,943.12	
91-1750	ACCUMULATED DEPRECIATION	(6,236,004.00)	
	TOTAL PROPERTY AND EQUIPMENT		27,092,893.47
	TOTAL ASSETS		27,092,893.47

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
91-2980	BEGINNING OF YEAR	27,092,893.47	
	BALANCE - CURRENT DATE	27,092,893.47	
	TOTAL FUND EQUITY		27,092,893.47
	TOTAL LIABILITIES AND EQUITY		27,092,893.47

WEST POINT CITY CORPORATION

BALANCE SHEET

JUNE 30, 2021

FUND 92

ASSETS

92-1502	DEFERRED OUTFLOWS OF RESOURCES	88,668.00	
	TOTAL CURRENT ASSETS		88,668.00
	TOTAL ASSETS		88,668.00

LIABILITIES AND EQUITYLIABILITIES

92-2000	LONG TERM DEBT ACCOUNT GROUP	937,000.00	
92-2141	COMPENSATED ABSCENCES PAYABLE	78,037.31	
92-2201	NET PENSION LIABILITY	166,206.00	
92-2202	DEFERRED INFLOWS OF RESOURCES	104,595.00	
92-2551	ACCRUED INTEREST PAYABLE	4,258.00	
	TOTAL LIABILITIES		1,290,096.31

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
92-2980	AMT TO BE PROVIDED FOR LT DEBT	(1,399,870.36)	
	REVENUE OVER EXPENDITURES - YTD	198,442.05	
	BALANCE - CURRENT DATE	(1,201,428.31)	
	TOTAL FUND EQUITY		(1,201,428.31)
	TOTAL LIABILITIES AND EQUITY		88,668.00

City Council Staff Report

Subject: Final Plat – Bluff View Subdivision Phases 1a and 1b
Author: Bryn MacDonald
Department: Community Development
Date: September 21, 2021



Background

The applicant, NHM8, LLC, is seeking final plat approval for the Bluff View Subdivision phases 1a and 1b, located at approximately 3830 West 300 North.

The City Council rezoned this property to R-4 (Residential- 8 units per acre). The Planning Commission granted preliminary approval for this project on August 13, 2020. The development consists of 27.5 acres of land with 202 units (7.3 units per acre) that are divided up into 6 phases. The development will be a mix of “patio” style homes (116) and traditional “townhomes” (86). The project will consist of private and public streets and will provide adequate off-street parking spaces. Phase 1a consists of 30 townhome units in 6 buildings. Phase 1b consists of 7 buildings with a total of 28 units.

Analysis

Staff has reviewed the plans submitted and has provided comments back to the developer and project engineer. All of the items that are required before Final Plat have been addressed including the required approval letters.


Final Plat applications used to receive a recommendation from Planning Commission prior to coming to City Council for approval. Since the new Land Use code was adopted last month, final plats no longer go to Planning Commission and only receive approval from the Council.

Recommendation

Staff recommends approval of the Final plat for Bluff View Phase 1a and 1b. This item is on for discussion only. No action will be taken at this time.

Attachments

- A. Plans



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

BENCHMARK

NORTH QUARTER CORNER
SECTION 5
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN

ELEV = 4297.17'

BLUFF VIEW SUBDIVISION

PHASE 1A AND 1B

3830 WEST 300 NORTH STREET
WEST POINT, UTAH

FOR REVIEW
NOT FOR CONSTRUCTION

DATE PRINTED
June 17, 2021

INDEX OF DRAWINGS

- 1 OF 2 PHASE 1A SUBDIVISION PLAT
- 2 OF 2 PHASE 1A SUBDIVISION PLAT
- 1 OF 2 PHASE 1B SUBDIVISION PLAT
- 2 OF 2 PHASE 1B SUBDIVISION PLAT
- C-001 GENERAL NOTES
- C-100 SITE PLAN
- C-200 GRADING PLAN
- C-201 DRAINAGE PLAN
- C-202 STORM DRAIN CALCULATIONS
- C-300 UTILITY PLAN
- C-400 EROSION CONTROL PLAN
- PP-1 200 NORTH STREET PLAN AND PROFILE
- PP-2 240 NORTH STREET PLAN AND PROFILE
- PP-3 240 NORTH STREET PLAN AND PROFILE
- PP-4 3610 WEST STREET PLAN AND PROFILE
- PP-5 3610 WEST STREET PLAN AND PROFILE
- C-500 DETAILS
- L-100 LANDSCAPE PLAN

NOTICE TO CONTRACTOR

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS OF THE U.S. DEPARTMENT OF LABOR AND THE STATE OF UTAH DEPARTMENT OF INDUSTRIAL RELATIONS CONSTRUCTION SAFETY ORDERS." THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS AND SUBCONTRACTORS COMPLIANCE WITH SAID REGULATIONS AND ORDERS.

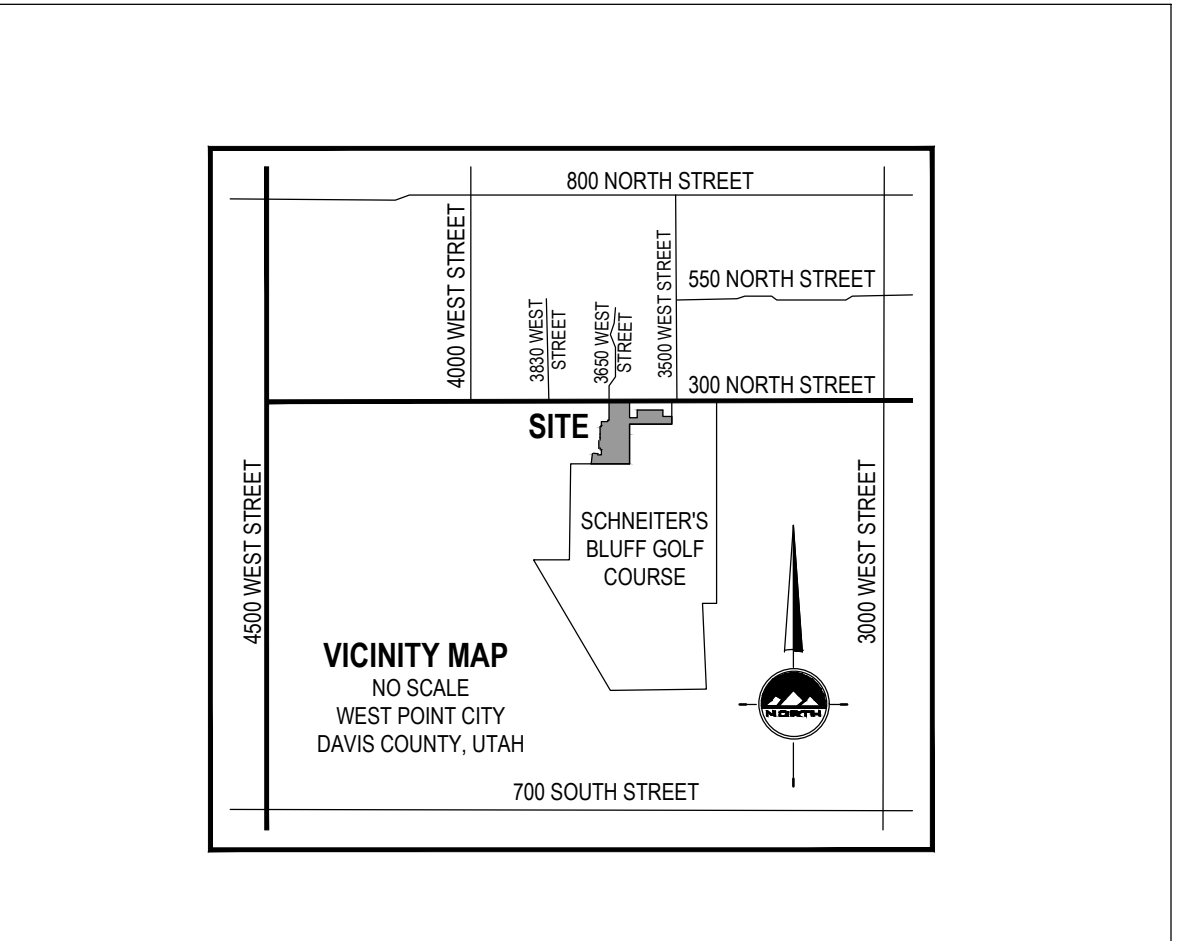
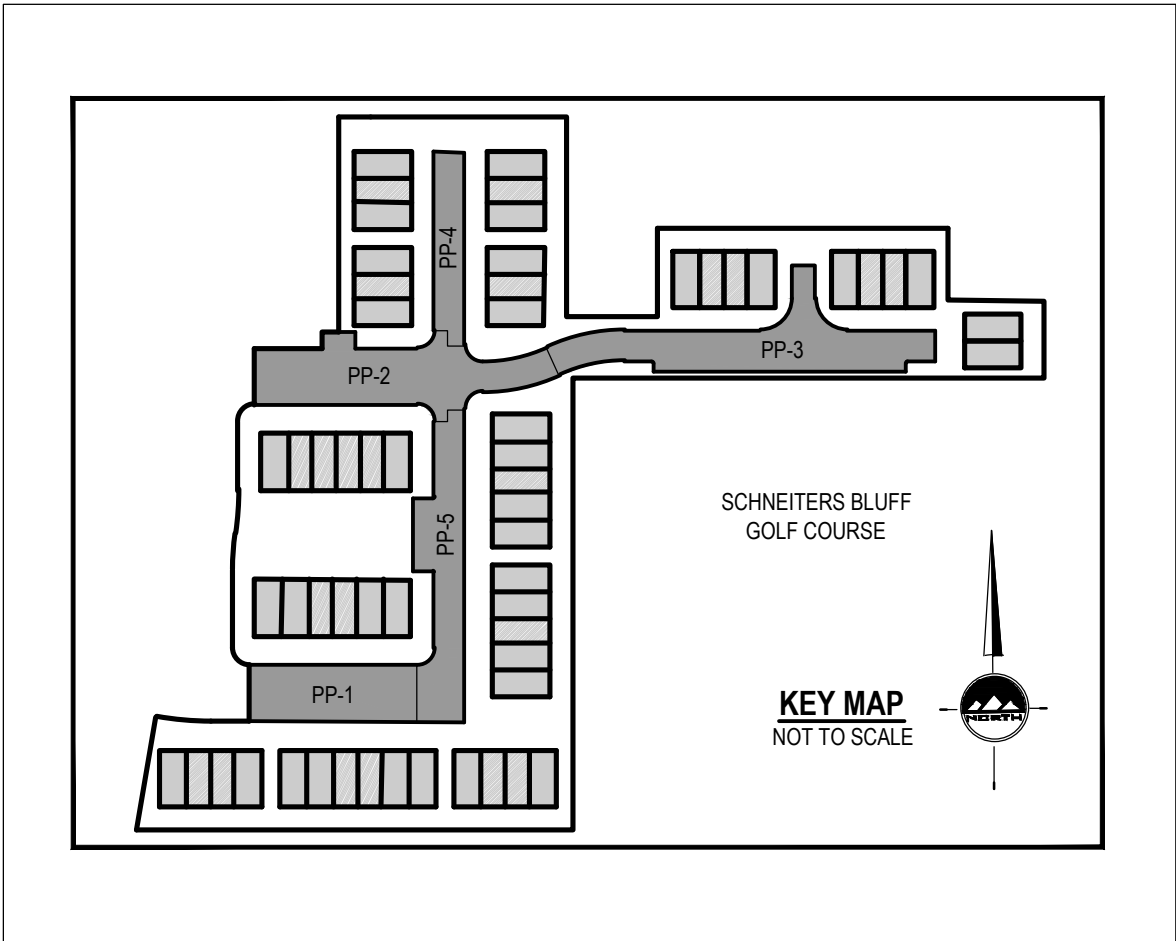
CONTRACTOR FURTHER AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB-SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE CIVIL ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

NOTICE TO DEVELOPER/ CONTRACTOR

UNAPPROVED DRAWINGS REPRESENT WORK IN PROGRESS, ARE SUBJECT TO CHANGE, AND DO NOT CONSTITUTE A FINISHED ENGINEERING PRODUCT. ANY WORK UNDERTAKEN BY DEVELOPER OR CONTRACTOR BEFORE PLANS ARE APPROVED IS UNDERTAKEN AT THE SOLE RISK OF THE DEVELOPER, INCLUDING BUT NOT LIMITED TO BIDS, ESTIMATION, FINANCING, BONDING, SITE CLEARING, GRADING, INFRASTRUCTURE CONSTRUCTION, ETC.

UTILITY DISCLAIMER

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND / OR ELEVATIONS OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.



GENERAL NOTES

- ALL WORK SHALL CONFORM TO WEST POINT CITY STANDARDS & SPECIFICATIONS.
- CALL BLUE STAKES AT LEAST 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES.

APPROVED FOR CONSTRUCTION

BY: _____ DATE: _____
CITY ENGINEER



EN SIGN
THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
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TOOELE
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CEDAR CITY
Phone: 435.866.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
NWM8, LLC
P.O. BOX 2000
LAYTON, UTAH 84041

CONTACT:
BRYAN BAYLES
PHONE: 801-634-2129

BLUFF VIEW TOWNHOMES
PHASE 1A AND 1B
3830 WEST 300 NORTH
WEST POINT, UTAH



NO.	DATE	REVISION	BY
1		FOR REVIEW	
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COVER

PROJECT NUMBER
7941A

PRINT DATE
6/17/21

DRAWN BY
J. MOSS

CHECKED BY
C. PRESTON

PROJECT MANAGER
C. PRESTON



BLUFF VIEW SUBDIVISION PHASE 1B

LOCATED IN THE NORTHWEST QUARTER
OF SECTION 5
TOWNSHIP 4 NORTH RANGE 2 WEST
SALT LAKE BASE & MERIDIAN
WEST POINT CITY, DAVIS COUNTY, UTAH

300 NORTH STREET (PUBLIC STREET)

BASIS OF BEARINGS N 89°56'47" W 2656.16' (RECORD) 2656.35' (MEASURED)

NORTHWEST
QUARTER CORNER
SECTION 5
T4N, R2W
SLB&M
(FOUND)

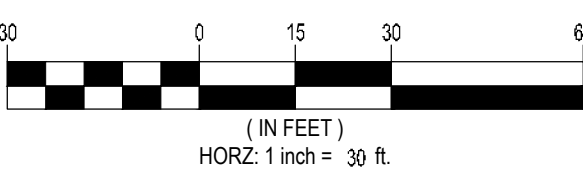
NORTH
QUARTER
SECTION 5
T4N, R2W
SLB&M
(FOUND)

LEGEND

- SECTION CORNER
- EXISTING STREET MONUMENT
- PROPOSED STREET MONUMENT
- SET 5/8" REBAR WITH YELLOW PLASTIC CAP, OR
NAIL STAMPED "ENSGN ENG. & LAND SURV."
- PUE = PUBLIC UTILITY EASEMENT
- EASEMENTS
- LIMITED COMMON AREA
- COMMON AREA
- PRIVATE AREA



HORIZONTAL GRAPHIC SCALE



BLUFF VIEW SUBDIVISION PHASE 1B

LOCATED IN THE NORTHWEST QUARTER
OF SECTION 5
TOWNSHIP 4 NORTH RANGE 2 WEST
SALT LAKE BASE & MERIDIAN
WEST POINT CITY, DAVIS COUNTY, UTAH

DAVIS COUNTY RECORDER

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

SHEET 2 OF 2

PROJECT NUMBER : 7941A
MANAGER : C.PRESTON
DRAWN BY : J.MOSS
CHECKED BY : T.WILLIAMS
DATE : 6/17/21

DAVIS COUNTY RECORDER
BY _____
DEPUTY RECORDER

811

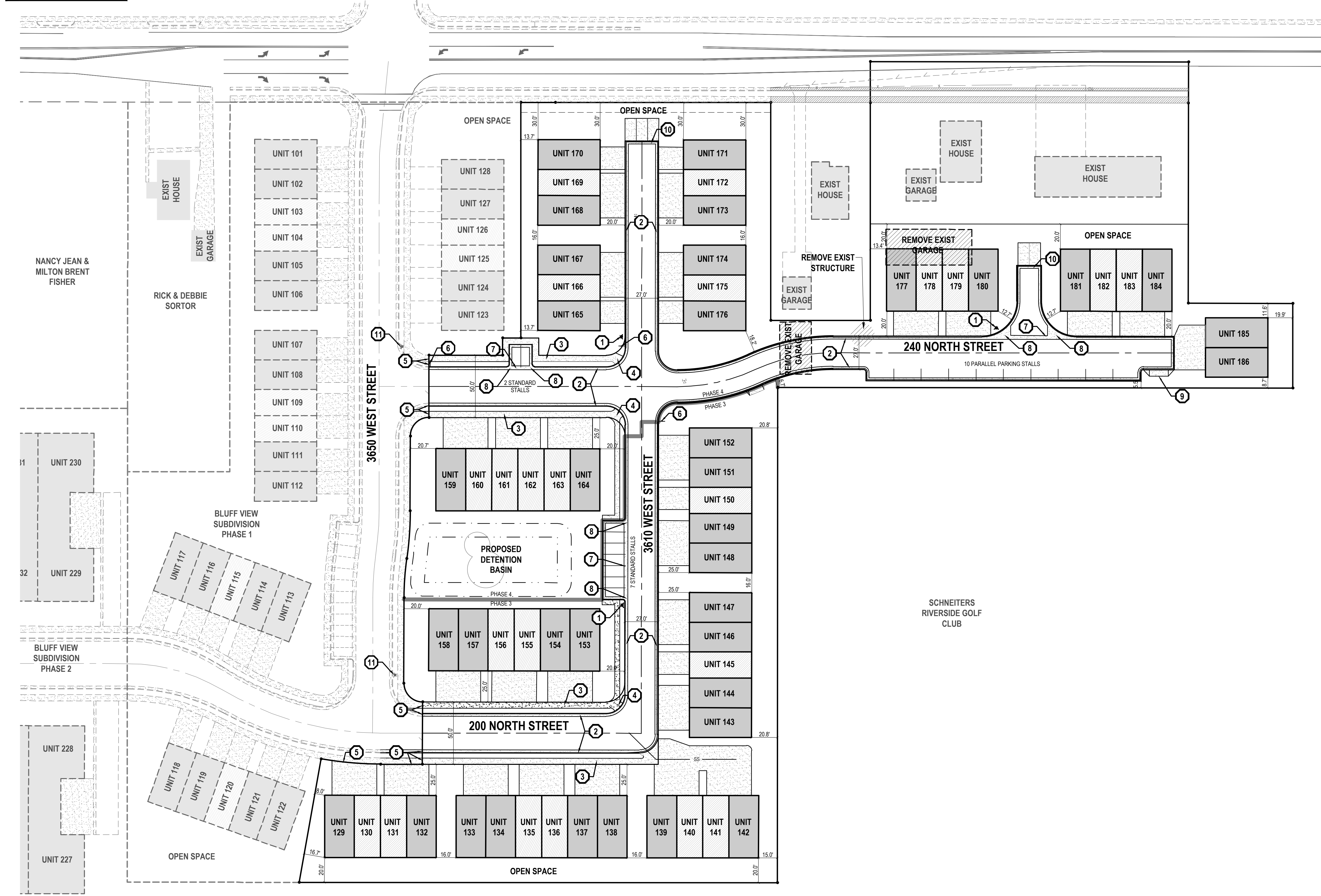
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BENCHMARK

NORTH QUARTER CORNER
SECTION 5
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SALT LAKE BASE AND MERIDIAN

ELEV = 4297.17'



- NOTES**
- ALL WORK TO COMPLY WITH WEST POINT CITY'S STANDARDS AND SPECIFICATIONS.
 - EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ALL CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.
 - ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.
 - ALL CONSTRUCTION SIGNAGE, BARRICADES, TRAFFIC CONTROL DEVICES, ETC. SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. THE CONTRACTOR WILL MAINTAIN SUCH SO THAT THEY ARE PROPERLY PLACED AND VISIBLE AT ALL TIMES.
 - SIDEWALKS AND CURBS DESIGNATED TO BE DEMOLISHED SHALL BE DEMOLISHED TO THE NEAREST EXPANSION JOINT, MATCHING THESE PLANS AS CLOSELY AS POSSIBLE.
 - THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.
 - ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.
 - ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).
 - NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT.
 - FIRE HYDRANTS AND ACCESS ROADS SHALL BE INSTALLED PRIOR TO THE CONSTRUCTION OF ANY BUILDINGS.
 - ALL HYDRANTS SHALL BE PLACED WITH THE 4-1/2" CONNECTION FACING THE POINT OF ACCESS FOR FIRE DEPARTMENT APPARATUS.
 - 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 NORTH DAVIS FIRE DISTRICT SHALL WITNESS THIS TEST AND SHALL BE NOTIFIED A MINIMUM OF 48 HOURS PRIOR TO THE TEST.
 - ALL SECONDARY WATER IMPROVEMENTS TO BE INSTALLED PER DAVIS AND WEBER COUNTIES CANAL COMPANY STANDARDS AND SPECIFICATIONS.
 - CULINARY WATER AND SANITARY SEWER LATERALS SHALL BE INSTALLED WITH A MINIMUM OF 10' HORIZONTAL SEPARATION.
 - BANK WATER METERS TO EACH SIDE OF EACH PROPOSED TOWNHOME BUILDING. PROVIDE HORIZONTAL SEPARATION BETWEEN EACH BANK OF WATER METERS TO PROVIDE FOR SIMPLE DETERMINATION OF THE METERED RESIDENCE.

- SCOPE OF WORK:**
PROVIDE, INSTALL AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED, THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS.
- INSTALL FIRE HYDRANT AND VALVE PER WEST POINT CITY STANDARDS AND SPECIFICATIONS
 - INSTALL 2.5" TYPE "A" CURB & GUTTER PER APWA PLAN # 205 (TYP)
 - INSTALL 5' SIDEWALK PER APWA PLAN # 231 (TYP)
 - INSTALL HANDICAP ACCESSIBLE RAMP PER ADA STANDARDS AND SPECIFICATIONS
 - MATCH EXISTING IMPROVEMENTS
 - INSTALL STOP SIGN AND STREET SIGN
 - INSTALL 3.0' WATERWAY PER APWA PLAN #211
 - INSTALL WATERWAY TRANSITION PER APWA PLAN #213
 - SAWCUT AND PROPERLY REMOVE NECESSARY CURB AND INSTALL CONCRETE TURN-AROUND AREA FOR VEHICLES EXITING ADJACENT DRIVEWAYS
 - SAWCUT AND PROPERLY REMOVE NECESSARY CURB TO INSTALL CONCRETE AREA FOR PARKING
 - EXISTING FIRE HYDRANT



LAYTON
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SALT LAKE CITY
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TOOELE
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RICHFIELD
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WWW.ENSIGNENG.COM

FOR:
NHB, LLC
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LAYTON, UTAH 84041

CONTACT:
BRYAN BAYLES
PHONE: 801-634-2129

BLUFF VIEW TOWNHOMES PHASE 1A AND 1B 3830 WEST 300 NORTH WEST POINT, UTAH



NO.	DATE	REVISION	BY
1		FOR REVIEW	
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SITE PLAN

PROJECT NUMBER
7941A

PRINT DATE
6/17/21

DRAWN BY
J.MOSS

CHECKED BY
C. PRESTON

PROJECT MANAGER
C. PRESTON

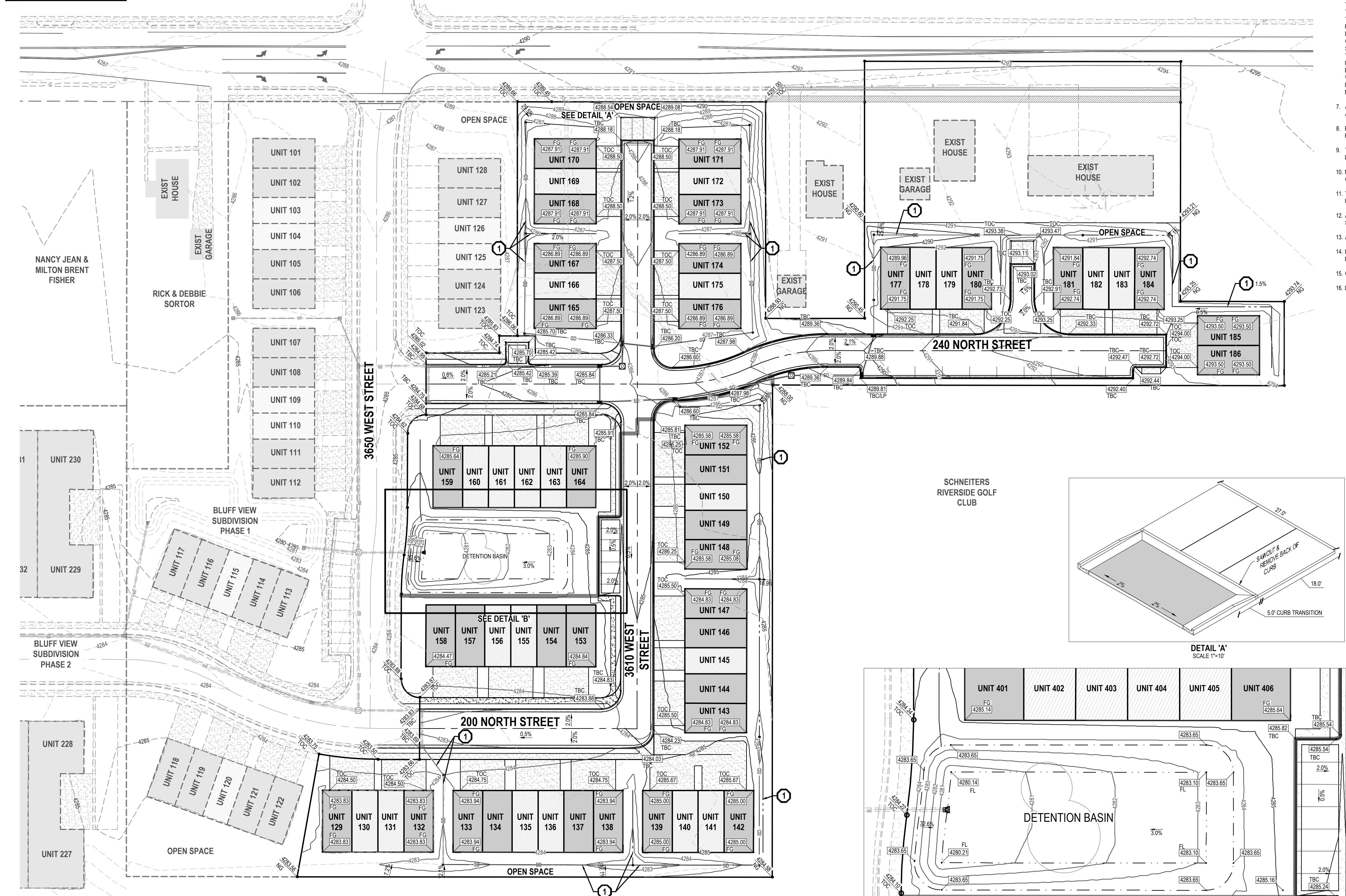
C-100

811

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BENCHMARK

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ELEV = 4297.17'



- GENERAL NOTES
1. ALL WORK TO COMPLY WITH WEST POINT CITY STANDARDS AND SPECIFICATIONS.

2. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.

3. ALL WORK SHALL COMPLY WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER POSSIBLY INCLUDING, BUT NOT LIMITED TO, REMOVAL OF UNCONSOLIDATED FILL, ORGANICS, AND DEBRIS, PLACEMENT OF SUBSURFACE DRAIN LINES AND GEOTEXTILE, AND OVEREXCAVATION OF UNSUITABLE BEARING MATERIALS AND PLACEMENT OF ACCEPTABLE FILL MATERIAL.

4. THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE EXISTING SOIL CONDITIONS.

5. SLOPE ALL LANDSCAPED AREAS AWAY FROM BUILDING FOUNDATIONS TOWARD CURB AND GUTTER OR STORM DRAIN INLETS.

6. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ALL CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.

7. ALL STORM DRAIN INFRASTRUCTURE TO BE INSTALLED PER WEST POINT CITY OR APWA STANDARD PLANS AND SPECIFICATIONS.

8. ENSURE MINIMUM COVER OVER ALL STORM DRAIN PIPES PER MANUFACTURER'S RECOMMENDATIONS. NOTIFY ENGINEER IF MINIMUM COVER CANNOT BE ATTAINED.

9. THE CONTRACTOR SHALL ADJUST TO GRADE ALL EXISTING UTILITIES AS NEEDED PER LOCAL GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.

10. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE, ASPHALT, OR STORM DRAIN STRUCTURES OR PIPES.

11. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.

12. ALL LOTS WILL BE GRADED TO DRAIN FRONT YARDS TO THE PUBLIC STREET AND SIDE/REAR YARDS TO THE YARD BOX AT THE BACK OF THE LOT.

13. ALL OPEN IRRIGATION DITCHES ON THE SITE ARE TO BE REMOVED OR ABANDONED.

14. INTERNATIONAL BUILDING CODE REQUIRES 8" VERTICAL SEPARATION BETWEEN FFE TO FG.

15. GRADE LANDSCAPE SWALES AT A MIN. 2.0% SLOPE, UNLESS NOTED OTHERWISE.

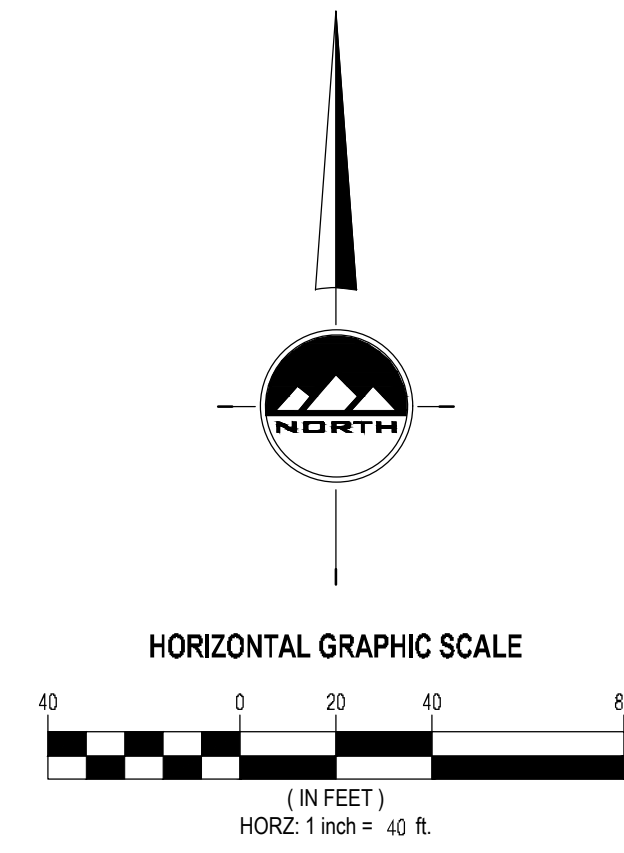
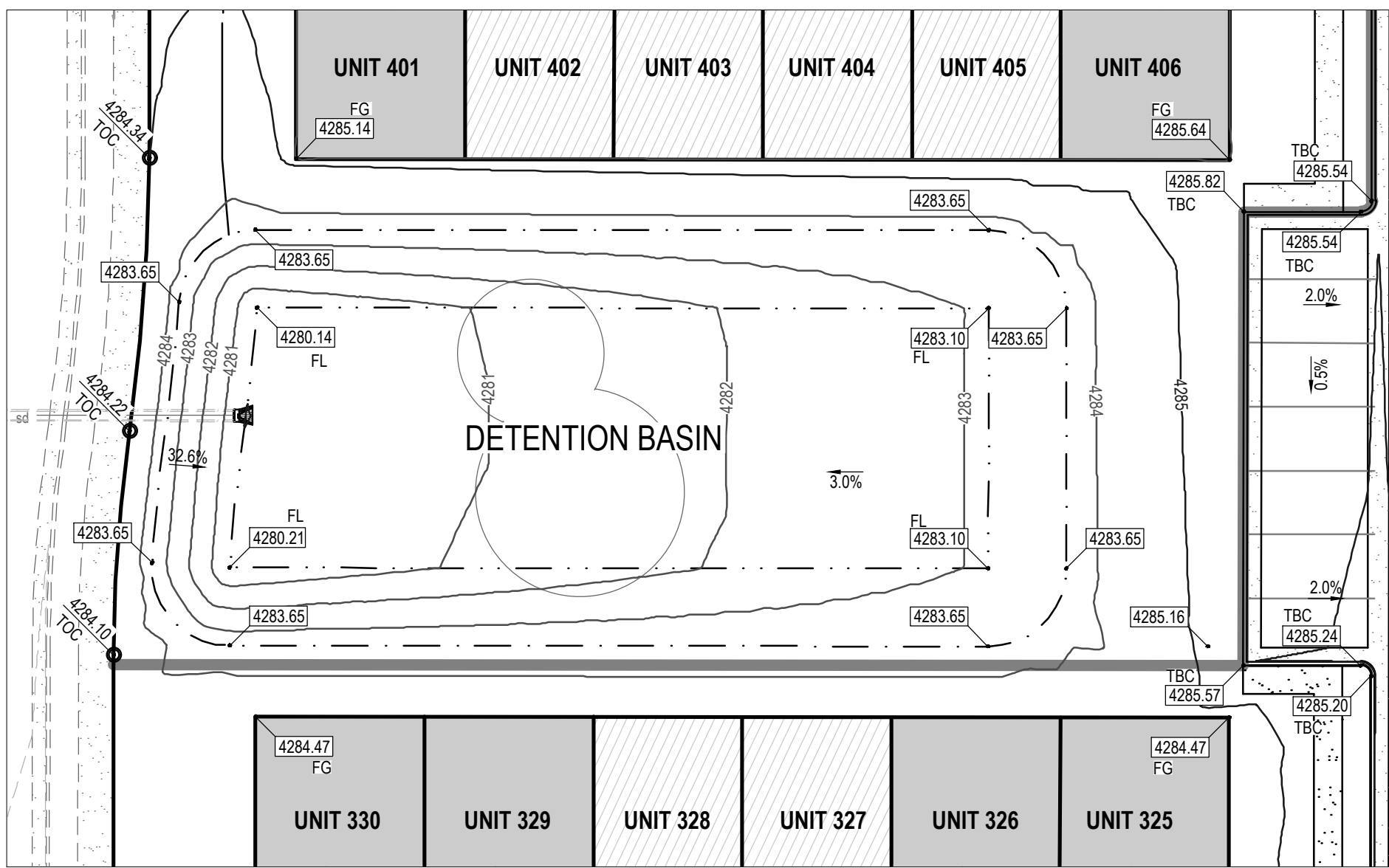
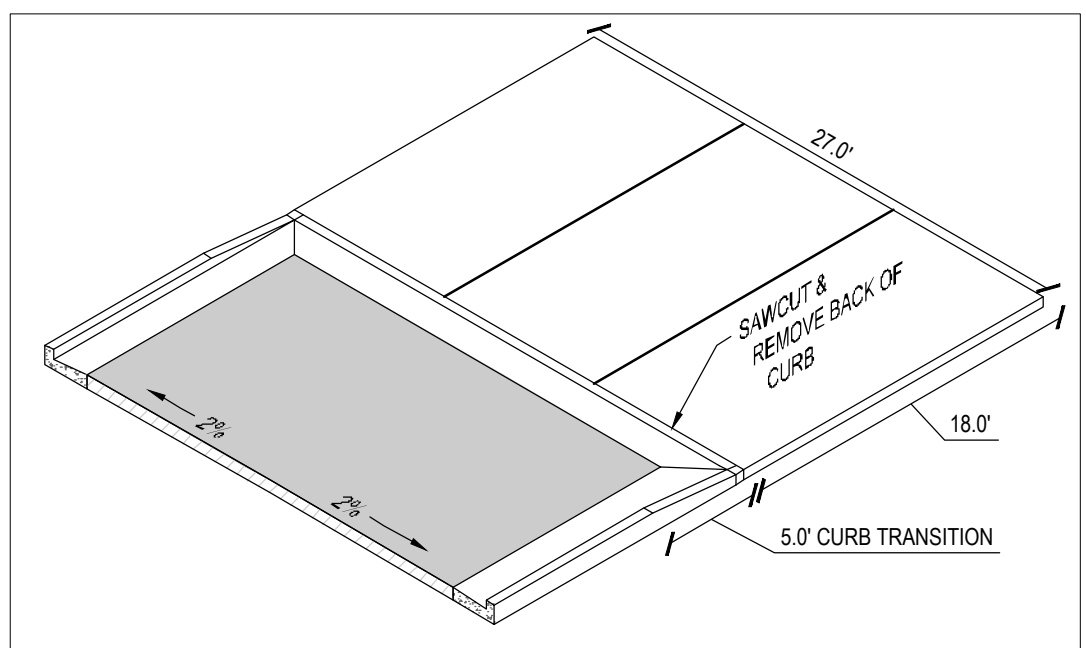
16. LANDSCAPE SLOPE SHALL NOT EXCEED 3H:1V.

SCOPE OF WORK:

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

1

 GRADE AND FORM LANDSCAPE SWALE TO DIRECT RUNOFF TO NEAREST YARD DRAIN AT MIN 2.0% GRADE UNLESS OTHERWISE NOTED



EN SIGN

THE STANDARD IN ENGINEERING

LAYTON

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SALT LAKE CITY

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FOR:
NWH8, LLC
P.O. BOX 2000
LAYTON, UTAH 84041
CONTACT:
BRYAN BAYLES
PHONE: 801-634-2129

BLUFF VIEW TOWNHOMES
PHASE 1A AND 1B
3830 WEST 300 NORTH
WEST POINT, UTAH

PROFESSIONAL ENGINEER

NO. DATE REVISION BY

1 2 3 4 5 6 7 8

FOR REVIEW

GRADING PLAN

PROJECT NUMBER
7941A

PRINT DATE
6/17/21

DRAWN BY
J. MOSS

CHECKED BY
C. PRESTON

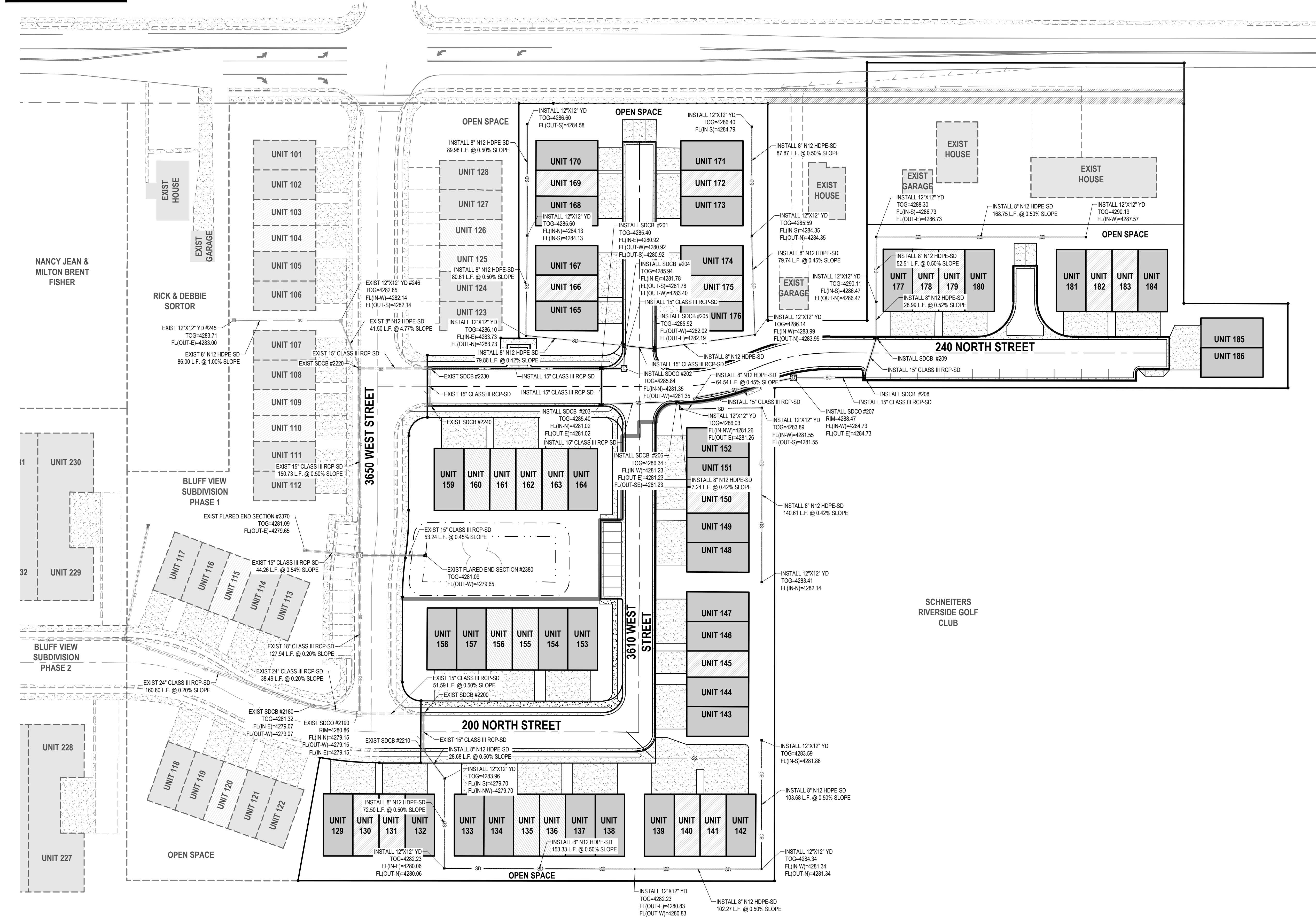
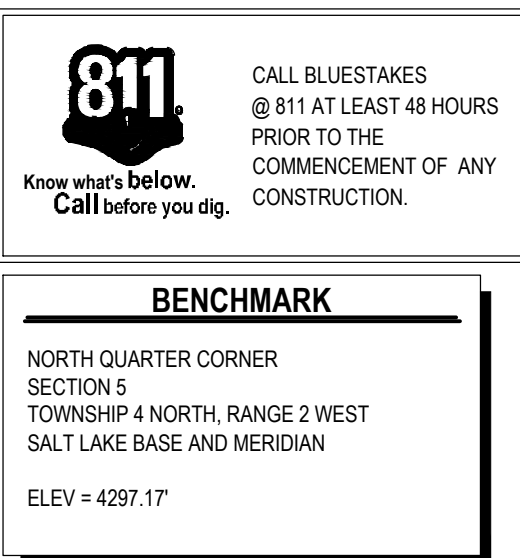
PROJECT MANAGER
C. PRESTON

C-200

September 21, 2021

West Point City Council

44



- ## GENERAL NOTES
1. ALL WORK TO COMPLY WITH WEST POINT CITY STANDARDS AND SPECIFICATIONS.
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ENSIGN
THE STANDARD IN ENGINEERING

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FOR:
NHM8, LLC
P.O. BOX 2000
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CONTACT:
BRYAN BAYLES
PHONE: 801-634-2129

**BLUFF VIEW TOWNHOMES
PHASE 1A AND 1B
3830 WEST 300 NORTH
WEST POINT, UTAH**



NO.	DATE	REVISION	BY
1		FOR REVIEW	
2			
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8			

DRAINAGE PLAN

PROJECT NUMBER	PRINT DATE
7941A	6/17/21
DRAWN BY	CHECKED BY
J. MOSS	C. PRESTON
PROJECT MANAGER	
C. PRESTON	

C-201

811

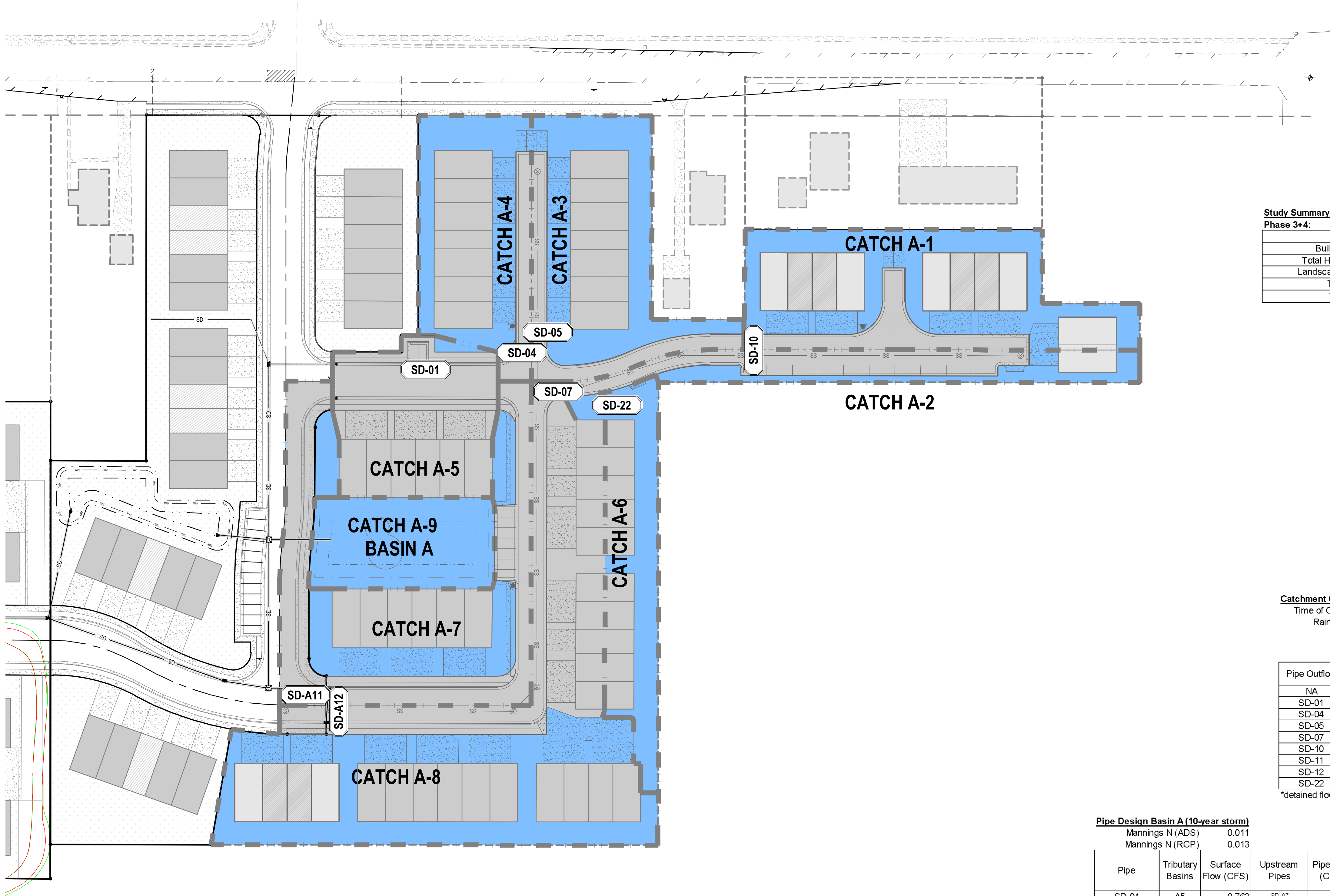
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BENCHMARK

NORTH QUARTER CORNER
SECTION 5
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN

ELEV = 4297.17'



Basin 'A' 80th Percentile Retention Volume	
i =	0.65
d =	0.45 in
d =	0.04 ft
R _v =	0.57
A =	348,275 sf
V _{goal} =	7,462 cf
V _{provided} =	7,604 cf
80th %ile HWL =	4,281.90 ft

Study Summary Statistics		
Phase 3+4:		
	Area	C Value
Building Area	74,466	0.9
Total Hardscape	54,923	0.9
Landscaped Area	95,961	0.15
Total Area	225,349	
Weighted Average C		0.581

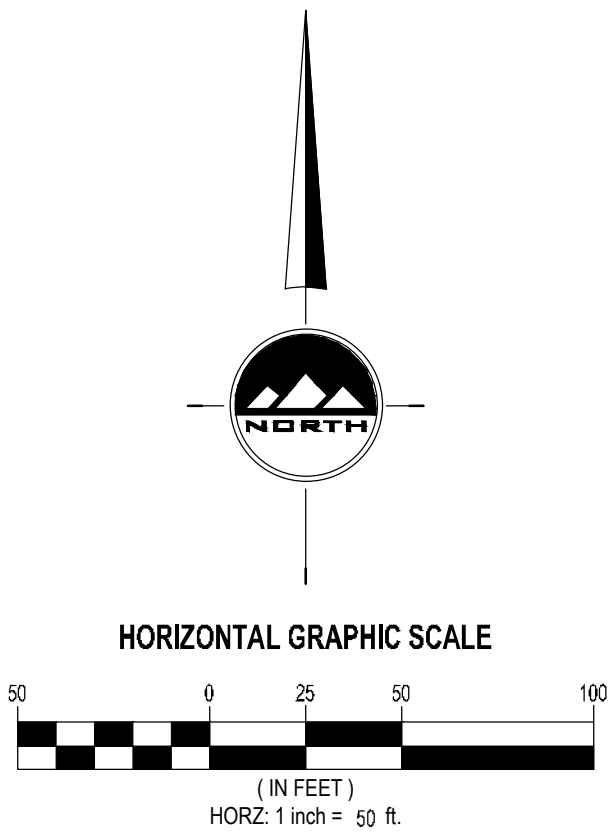
Basin 'A'	
Weir Calculations: $Q=C_w(L-0.2H)^{3/2}$	
High Water Elevation:	4,282.65 FT
Weir Elevation:	4,281.90 FT
Allowed Basin Discharge*	1,599 CFS
C _w	3.32
Weir Height (H):	0.75 FT
Weir Length (L):	0.89 FT
Weir Length (L):	10.69848 IN

Detention Calculations (100-year storm)				
Basin Tributary Area		225,349	SF	
Runoff coefficient C:		0.581		
Release Rate		1.035	0.20	cfs/acre
Time (min)	i (in/hr)	Cumulative Runoff to Basin (c.f.)	Net Allowed Basin** Discharge (c.f.)	Required Storage (c.f.)
5	6.91	6,227	310	5,916
10	5.26	9,480	621	8,859
15	4.34	11,733	931	10,801
30	2.92	15,788	1,862	13,925
60	1.81	19,573	3,725	15,848
120	1.02	22,060	7,450	14,610
180	0.70	22,708	11,174	11,534
360	0.38	24,655	22,349	2,306
720	0.22	28,548	44,697	(16,150)
1440	0.12	31,143	89,395	(58,252)
2880	0.07	36,333	178,790	(142,456)
Required Detention:			15,848	
Used Detention:			15,848	
Provided Detention:			149,283	

Catchment Calculations Basin A (10-year storm)							
Time of Concentration:		15	30	60 min			
Rainfall Intensity I:		4.05	3.10	2.48 in/hr			
Mannings N		0.013					
		Bldg		Landscape		ROW	
C Values		0.9		0.15		0.95	
Pipe Outflow	Catchment	Area (SF)	Bldg	Landscape	ROW	C	Flow (CFS)
NA	A9	12,342	0	12,342	0	0.150	0.174
SD-01	A5	17,915	6,583	3,805	7,527	0.762	1.279
SD-04	A4	19,895	7,667	9,139	3,090	0.563	1.051
SD-05	A3	25,353	7,667	12,633	5,053	0.536	1.275
SD-07	A2	12,631	967	4,228	7,436	0.678	0.803
SD-10	A1	29,813	10,383	14,641	4,789	0.540	1.508
SD-11	A8	58,873	21,650	27,481	9,742	0.558	3.081
SD-12	A7	33,570	6,867	9,413	17,290	0.715	2.252
SD-22	A6	14,958	5,817	9,141	0	0.442	0.619

*detained flow, 0.20 cfs/acre

Pipe Design Basin A (10-year storm)											
		Mannings N (ADS) 0.011									
		Mannings N (RCP) 0.013									
Pipe	Tributary Basins	Surface Flow (CFS)	Upstream Pipes	Pipe Flow (CFS)	Total Flow (CFS)	Pipe Slope	Diameter (IN)	Pipe Type	Full Flow Capacity (CFS)	% of Full-Flow Capacity	Full Flow Velocity (FPS)
SD-01	A5	0.762	SD-07	1.660	2.421	0.35%	15	RCP	3.832	63.2%	3.12
SD-04	A4	0.563	SD-05	0.536	1.099	2.34%	15	RCP	9.908	11.1%	8.07
SD-05	A3	0.536			0.536	1.00%	15	RCP	6.477	8.3%	5.28
SD-07	A2	0.678	SD-10, SD-22	0.981	1.660	0.35%	15	RCP	3.832	43.3%	3.12
SD-10	A1	0.540			0.540	0.42%	15	RCP	4.198	12.9%	3.42
SD-11	A8	0.558			0.558	0.50%	15	RCP	4.580	12.2%	3.73
SD-12	A7	0.715	SD-11	0.558	1.274	0.50%	15	RCP	4.580	27.8%	3.73
SD-22	A6	0.442			0.442	0.42%	8	ADS	0.928	47.6%	2.66



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THE STANDARD IN ENGINEERING

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BLUFF VIEW TOWNHOMES

PHASE 1A AND 1B

3830 WEST 300 NORTH

WEST POINT, UTAH

PROFESSIONAL ENGINEER

CHADRON HESS PRESTON

NO. DATE

SYMBOL

BY

1

FOR REVIEW

2

3

4

5

6

7

8

STORM DRAIN CALCULATIONS

PROJECT NUMBER
7941A

PRINT DATE
6/17/21

DRAWN BY
J.MOSS

CHECKED BY
C. PRESTON

PROJECT MANAGER
C. PRESTON

C-202

September 21, 2021

West Point City Council

46

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SALT LAKE BASE AND MERIDIAN
ELEV = 4297.17'

GENERAL NOTES

1. ALL WORK TO COMPLY WITH WEST POINT CITY'S STANDARDS AND SPECIFICATIONS.

2. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ALL CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.

3. ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SO, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.

4. ALL CONSTRUCTION SIGNAGE, BARRICADES, TRAFFIC CONTROL DEVICES, ETC. SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. THE CONTRACTOR WILL MAINTAIN SUCH SO THAT THEY ARE PROPERLY PLACED AND VISIBLE AT ALL TIMES.

5. SIDEWALKS AND CURBS DESIGNATED TO BE DEMOLISHED SHALL BE DEMOLISHED TO THE NEAREST EXPANSION JOINT, MATCHING THESE PLANS AS CLOSELY AS POSSIBLE.

6. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.

7. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.

8. ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).

9. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT.

10. FIRE HYDRANTS AND ACCESS ROADS SHALL BE INSTALLED PRIOR TO THE CONSTRUCTION OF ANY BUILDINGS.

11. ALL HYDRANTS SHALL BE PLACED WITH THE 4-12\"/>

SCOPE OF WORK:

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

1

INSTALL TYPICAL WATER CONNECTION PER WEST POINT CITY STANDARDS AND SPECIFICATIONS

2

INSTALL 4\"/>

3

INSTALL FIRE HYDRANT AND VALVE PER WEST POINT CITY STANDARDS AND SPECIFICATIONS

4

INSTALL 8\"/>

5

INSTALL 8\"/>

6

FIELD LOCATE AND CONNECT TO EXIST CULINARY WATERLINE.

7

FIELD LOCATE AND CONNECT TO EXIST SECONDARY WATERLINE.

8

INSTALL 8\"/>

9

INSTALL 8\"/>

10

INSTALL 8\"/>

11

INSTALL 1\"/>

12

INSTALL CULINARY WATER BLOW-OFF PER WEST POINT CITY STANDARDS AND SPECIFICATIONS.

13

INSTALL SECONDARY WATER BLOW-OFF PER DAVIS AND WEBER COUNTIES CANAL COMPANY STANDARDS AND SPECIFICATIONS

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3830 WEST 300 NORTH
WEST POINT, UTAH

PROFESSIONAL ENGINEER
No. 5049039
6-7-21
SHERRON HESS PRESTON
STATE OF UTAH

NO. DATE REVISION BY
1
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FOR REVIEW

UTILITY PLAN

PROJECT NUMBER
7941A
PRINT DATE
6/17/21
DRAWN BY
J.MOSS
CHECKED BY
C. PRESTON
PROJECT MANAGER
C. PRESTON

C-300

September 21, 2021

West Point City Council

47

City Council Staff Report

Subject: Impact Fee – Sewer
Author: Boyd Davis
Department: Engineering
Date: September 21, 2021



Background

During the past several months we have been in the process of preparing an impact fee facilities plan (IFFP) for the proposed sewer system in the annexation area on the northwest corner of the City. We have also been preparing the impact fee analysis for the proposed sewer system. We have worked closely with Bowen Collin's Engineers, a consulting firm, to complete the impact fee analysis. They will be at the City Council meeting to answer any questions that you may have.

Analysis

The service area for the proposed sewer system will be a new service area that has never had an impact fee. This new service area will be separate from the current service area of the City and will have its own fee that will be unique to that area. We expect the fee in this area to be much higher than the impact fee for other areas of the City because this will be a brand new system and nearly 100% of the costs will be borne by new growth. It should also be noted that the service area is currently outside of the City boundaries. The City will not be able to impose the impact fee until the area is annexed into the City.

The purpose of the impact fee facilities plan is to identify new projects that will be required to meet the future needs. It also provides an estimated cost of the improvements and possible financing sources. The Executive Summary for the storm drain Impact Fee Analysis states the following:

A fair impact fee is calculated by dividing the cost of existing and future facilities by the amount of new growth that will benefit from the unused capacity. Only the capacity that is needed to serve the projected growth within in the next ten years is included in the fee. Costs used in the calculation of impact fees include:

- New facilities required to maintain (but not exceed) the proposed level of service in the system; only those expected to be built within ten years are considered in the final calculations of the impact fee.
- Historic costs of existing facilities that will serve new development
- Cost of professional services for engineering, planning, and preparation of the Impact Fee Facilities Plan and impact fee analysis

Costs not used in the impact fee calculation

- Operational and maintenance costs
- Cost of facilities constructed beyond 10 years
- Cost associated with capacity not expected to be used within 10 years
- Cost of facilities funded by grants, developer contributions, or other funds which West Point City is not required to repay
- Cost of renovating or reconstructing facilities which do not provide new capacity or needed enhancement of services to serve future development

IMPACT FEE CALCULATION

Impact fees for this analysis were calculated by dividing the proportional cost of facilities required to service 10-year growth by the amount of growth expected over the next 10-years based on ERUs. This is done for all of the needed gravity collection, lift station, and force main facilities within the study area. Calculated impact fees by component are summarized in Table ES-1.

Table ES-1
Impact Fee Calculation per ERU – West Point City Service Area

System Components	Total Cost of Component	% Serving 10-year Growth	Cost Serving 10-year Growth	10-year ERUs Served	Cost Per ERU
Collection Facilities					
10-Year Projects	\$ 15,784,110	24.3%	\$ 3,838,456	1049	\$ 3,659
10-Year Project Interest Costs	\$ 6,760,806	24.3%	\$ 1,644,125	1049	\$ 1,567
Credit for User Fees Paid Toward Existing					\$ (137.88)
Subtotal	\$ 22,544,916		\$ 5,482,581		\$ 5,089
Studies					
All Studies	\$ 65,300	96.0%	\$ 62,699	1049	\$ 59.77
TOTAL	\$ 22,610,216		\$ 5,545,280		\$ 5,148

Before enacting the impact fee ordinance, the State Code requirements must be followed as outlined below:

1. Publish a notice of a public hearing on the State Website.

2. Make a copy of the report available to the public.
3. Obtain a written certification from the consultant.
4. Make a copy of the ordinance available to the public.
5. Hold a public hearing.
6. Adopt the impact fee ordinance.

Following the public hearing, the Council will consider adopting the new fee. If adopted, the fee will go into effect 90 days after the date the ordinance is passed.

Recommendation

No action required; this is for discussion only. Staff recommends that a public hearing be set for October 5th.

Significant Impacts

A new impact fee of \$5,148 will be charged to all new residents in the service area

Attachments

Draft Impact Fee Analysis
Draft Capital Facilities Plan



PREPARED FOR:



PREPARED BY:



WEST POINT CITY SEWER IMPACT FEE FACILITIES PLAN and IMPACT FEE ANALYSIS

SEPTEMBER 2021

SEWER IMPACT FEE FACILITIES PLAN

SEPTEMBER 2021

Prepared for:



Prepared by:



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EXECUTIVE SUMMARY

SEWER IMPACT FEE FACILITIES PLAN

The purpose of an Impact Fee Facilities Plan (IFFP) is to identify demands placed upon West Point City facilities by future development within the city and future annexation areas and to evaluate how these demands will be met by West Point City. The IFFP is also intended to outline the improvements which may be funded through impact fees.

WHY IS AN IFFP NEEDED

The IFFP provides a technical basis for assessing updated impact fees throughout West Point City. This document addresses the future infrastructure needed to serve the study area within West Point City, see Figure 1. The existing and future capital projects documented in this IFFP will ensure that level of service standards is maintained for all existing and future residents who reside within the service area. Local governments must pay strict attention to the required elements of the Impact Fee Facilities Plan which are enumerated in the Impact Fees Act.

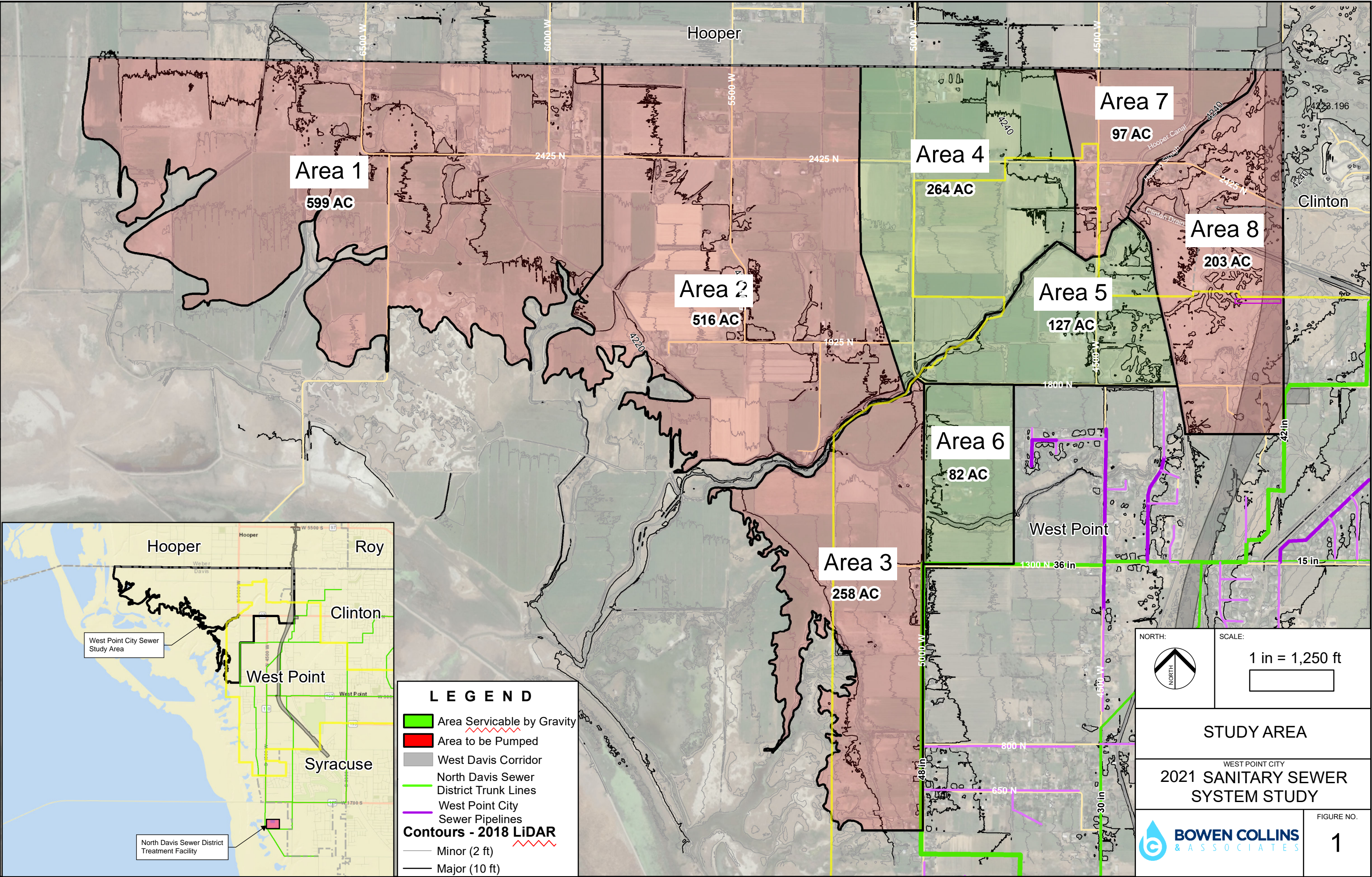
PROJECTED FUTURE GROWTH

Before evaluating system capacity, it is first necessary to calculate the demand associated with existing development and projected growth. Using available information for existing development and growth projections from City Officials it was determined that 104.9 ERUs would be developed each year. Projected growth in system demand is summarized in Table ES-1 in terms of Equivalent Residential Units (ERUs).

Table ES-1
West Point Service Area Projections

Year	Connected Service Area ERUs	Estimated Dry Weather Sewer Flows (MGD)
2021	0	0.00
2031	1,049	0.27
2041	2,098	0.53
2051	3,147	0.80
2061	4,196	1.07
2066	4,721	1.20

An ERU represents the demand that a typical single-family residence places on the system. Service Area ERUs shows the existing ERUs within the study area. The basis of an ERU for historical flow rates is summarized in Table ES-2.



**Table ES-2
Service Area Historic Flows**

Item	Value for Existing Conditions ¹	Value for 10-Year Growth	Total 10-Year Conditions
Equivalent Residential Connections (ERUs)	n/a	1,049	1,049
Domestic Wastewater Production (mgd)	n/a	0.23	0.23
Infiltration, Maximum Month (mgd)	n/a	0.04	0.04
Average Day, Maximum Month Flow (mgd)	n/a	0.27	0.27
Peak Hour Flow (mgd)	n/a	0.84	0.84
Flows per ERU			
Domestic Wastewater Production (gpd/ERU)	220	220	220
Average Day, Maximum Month Flow (gpd/ERU)	255	255	255
Peak Hour Flow (gpd/ERU)	800.7	800.7	800.7

¹There is no existing regional sewer collection system within the study area. All existing residents are serviced by individual septic systems or temporary lift stations. Residents are anticipated to connect to a regional sewer system as it becomes available.

LEVEL OF SERVICE

Level of service is defined in the Impact Fees Act as “the defined performance standard or unit of demand for each capital component of a public facility within a service area”. Summary values for both existing and proposed levels of service are contained in Table ES-3.

**Table ES-3
Sanitary Sewer Level of Service**

	Existing Level of Service ²	Proposed Level of Service
Gravity Lines - Maximum Ratio of Flow ¹ to Pipeline Capacity/Percent of Collection System that Meets the Standard	n/a	0.75/100%
Force Mains - Maximum Velocity (ft/s)/Percent of Collection System that Meets the Standard	n/a	7/100%
Lift Station - Maximum Ratio of Peak Flow to Pumping Capacity/Percent of Collection System that Meets the Standard	n/a	0.85/100%
Design Flow - Average Day, Peak Month Flow (gpd per ERU)	n/a	255

¹ Peak hour, dry weather flow

²No existing level of service within study area because there is no existing sewer collection system. The level of service was determined based on industry standards, other existing sewer collection within West Point City (outside of the study area) and input from West Point City.

EXISTING CAPACITY AVAILABLE TO SERVE FUTURE GROWTH

There is currently no existing system capacity in the area. Projected future growth will be met through construction of additional system level capacity through new facilities.

REQUIRED SYSTEM IMPROVEMENTS

Additional improvements required to serve new growth are summarized in Table ES-4. To satisfy the requirements of state law, Table ES-4 provides a breakdown of the percentage of the project costs attributed to future users of the system. For future use, capacity has been divided into capacity to be used by growth within the 10-year planning horizon of this IFFP and capacity that will be available for growth beyond the 10-year horizon. These project components' locations are displayed in Figure 2. The order of the projects shown in Table ES-4 are non-consequential and do not represent a chronological order of when projects would be needed. Project order will most likely be determined by specific growth demands and needs of the City. If projects change significantly from what is shown, the IFFP and IFA will need to be updated to reflect these changes.

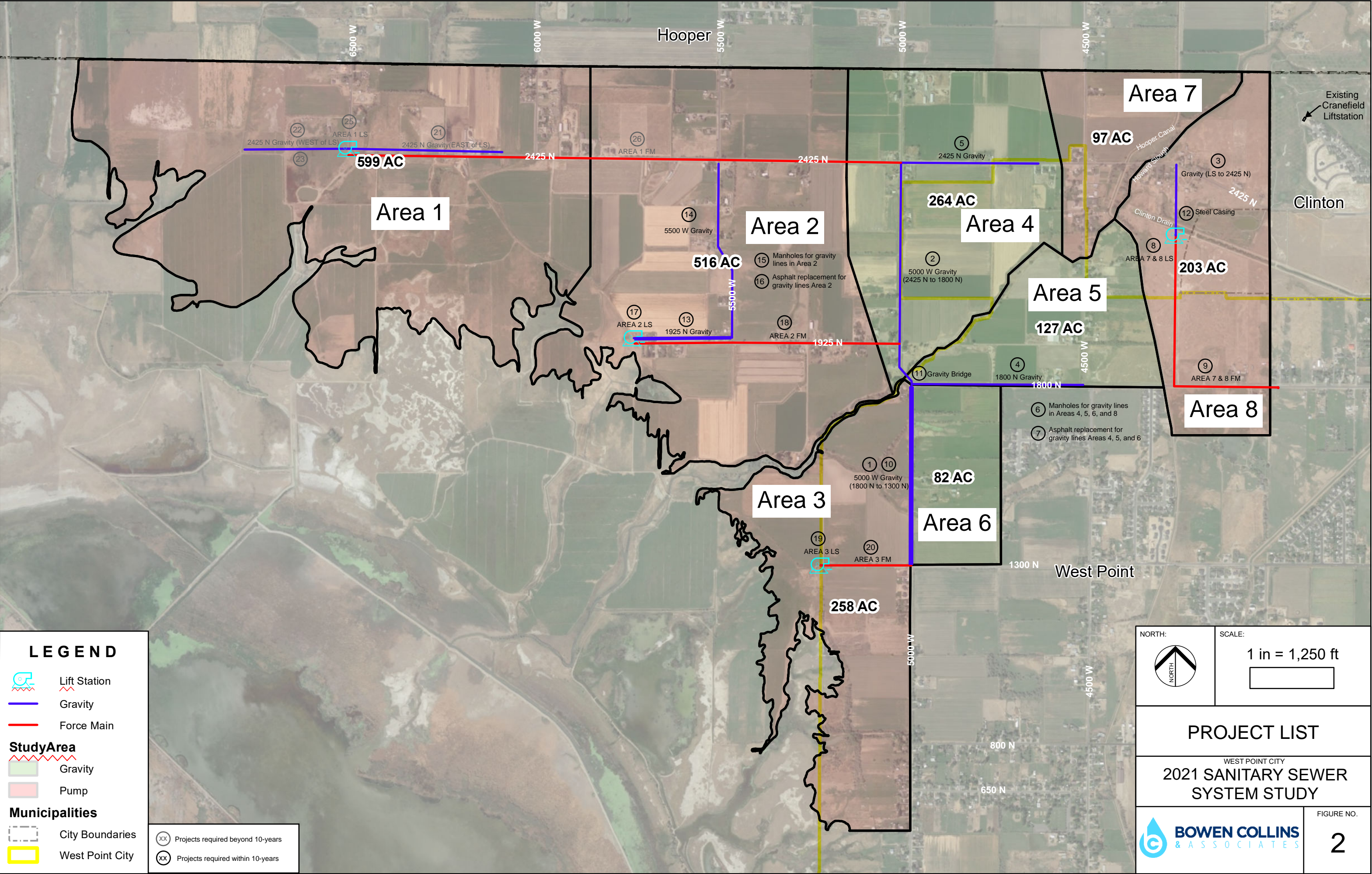


Table ES-4
Project Costs Allocated to Projected Development, 10 Year Planning Horizon

Project ID	Year	Project Location	Contributing Areas	Project	Total Project Cost	Percent to Existing	Percent to 10 Year Growth	Percent to Growth 2031 through Buildout	Cost to Existing	Cost to 10 Year Growth	Cost to Growth 2031 through Buildout
Gravity Line Projects											
1 & 10	2021	6	1, 2, 4, 5 & 6	5000 W: 30-inch PVC Sewer Pipeline & Drainage Pipe Loops	\$ 1,480,275	2.8%	17.9%	79.3%	\$ 41,448	\$ 264,969	\$ 1,173,858
2	2021	4	1, 2 & 4	5000 W: 24-inch PVC Sewer Pipeline	\$ 1,560,600	2.4%	15.5%	82.1%	\$ 37,454	\$ 241,893	\$ 1,281,253
3	2021	8	7 & 8	Clinton Drain Crossing: 12-inch PVC Sewer Pipeline(deeper excavation)	\$ 461,700	5.0%	33.2%	61.8%	\$ 23,085	\$ 153,284	\$ 285,331
4	2021	5	5	1800 N: 12-inch PVC Sewer Pipeline	\$ 719,550	7.9%	32.2%	59.9%	\$ 56,844	\$ 231,696	\$ 431,010
5	2021	4	4	2425 N: 10-inch PVC Sewer Pipeline	\$ 518,805	2.9%	34.0%	63.1%	\$ 15,045	\$ 176,394	\$ 327,366
6	2021	4,5,6, & 8	1, 2, 4, 5, 6, 7 & 8	Sewer Manholes (assumed standard 5-foot diameter) Area 4, 5, 6, and 8 Only	\$ 388,800	3.1%	20.3%	76.6%	\$ 12,053	\$ 78,926	\$ 297,821
7	2021	4,5, & 6	1, 2, 4, 5 & 6	Asphalt Replacement for Gravity Sewer Pipelines in Areas 4, 5, and 6 only	\$ 1,076,040	2.8%	17.9%	79.3%	\$ 30,129	\$ 192,611	\$ 853,300
11	2021	4 & 5	1, 2 & 4	24-inch Pipe Bridge (80' bridge)	\$ 337,500	2.4%	15.5%	82.1%	\$ 8,100	\$ 52,313	\$ 277,088
12	2021	7 & 8	7 & 8	Steel Casing (Clinton Drain)	\$ 119,475	5.0%	33.2%	61.8%	\$ 5,974	\$ 39,665	\$ 73,836
13	2026	2	2	1925 N: 18-inch PVC Sewer Pipeline (deeper excavation)	\$ 668,250	2.9%	24.3%	72.8%	\$ 19,379	\$ 162,385	\$ 486,486
14	2026	2	2	5500 W: 15-inch PVC Sewer Pipeline (deeper excavation)	\$ 1,205,820	2.9%	24.3%	72.8%	\$ 34,969	\$ 293,014	\$ 877,837
15	2026	2	2	Asphalt Replacement for Gravity Sewer Pipelines in Area 2 Only	\$ 388,080	2.9%	24.3%	72.8%	\$ 11,254	\$ 94,304	\$ 282,522
16	2026	2	2	Sewer Manholes(assumed standard 5-foot diameter) Area 2 Only	\$ 142,560	2.9%	24.3%	72.8%	\$ 4,134	\$ 34,642	\$ 103,784
				Subtotal	\$ 9,067,455.0				\$ 299,868	\$ 2,016,096	\$ 6,751,492
Lift Stations & Force Mains Projects											
8	2021	7 & 8	7 & 8	Lift Station (0.7 MGD)	\$ 1,559,250	5.0%	33.2%	61.8%	\$ 77,962	\$ 517,671	\$ 963,617
9	2021	7 & 8	7 & 8	FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 583,200	5.0%	33.2%	61.8%	\$ 29,160	\$ 193,622	\$ 360,418
17	2026	2	2	Area 2 Lift Station (1.0 MGD)	\$ 2,338,875	2.9%	24.3%	72.8%	\$ 67,827	\$ 567,721	\$ 1,703,327
18	2026	2	2	Area 2 FM: 8-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 672,030	2.9%	24.3%	72.8%	\$ 19,489	\$ 163,123	\$ 489,418
19	2031	3	3	Area 3 Lift Station (0.6 MGD)	\$ 1,336,500	6.0%	26.4%	67.6%	\$ 80,190	\$ 352,243	\$ 904,067
20	2031	3	3	Area 3 FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 226,800	6.0%	26.4%	67.6%	\$ 13,608	\$ 59,775	\$ 153,417
				Subtotal	\$ 6,716,655				\$ 288,236	\$ 1,854,155	\$ 4,574,264
				Total	\$ 15,784,110				\$ 588,104	\$ 3,870,251	\$ 11,325,756

IMPACT FEE FACILITIES PLAN (SEWER)

INTRODUCTION

West Point City has retained Bowen Collins & Associates (BC&A) to prepare an Impact Fee Facilities Plan (IFFP) for sewer collection services provided by the City. The purpose of an IFFP is to identify demands placed upon the City's facilities by future development and evaluate how these demands will be met by the City. The IFFP is also intended to outline the improvements which may be funded through impact fees.

Much of the analysis forming the basis of this IFFP has been taken from the City's 2021 Sewer Study conducted by BC&A. The reader should refer to this document for additional discussion of planning and evaluation methodology beyond what is contained in this report.

SERVICE AREA

The service area for the IFFP and subsequent IFA is defined as the same study area as the 2021 Sewer Study. The current study area includes areas not served by the sewer system currently within West Point City and nearby unincorporated areas of Davis County that may potentially be annexed by West Point City in the future. Generally, the service area is defined on the west by the Great Salt Lake floodplain boundary (officially the 4,217 contour), on the north by the Weber/Davis County line, on the east by the proposed West Davis Corridor, and the south does not extend further south than 500 N (see Figure 1). This study area will be treated as a single service area for the calculation of the Impact Fee. The remainder of the City will not be impacted by this new Impact Fee Study.

IMPACT FEE FACILITY PLAN COMPONENTS

Requirements for the preparation of an IFFP are outlined in Title 11, Chapter 36a of the Utah Code Annotated (the Impact Fees Act). Under these requirements, an IFFP shall accomplish the following for each facility:

1. Identify the existing level of service
2. Establish a proposed level of service
3. Identify excess capacity to accommodate future growth at the proposed level of service
4. Identify demands placed upon existing public facilities by new development
5. Identify the means by which demands from new development will be met
6. Consider the following additional issues:
 - a. revenue sources to finance required system improvements
 - b. necessity of improvements to maintain the proposed level of service
 - c. need for facilities relative to planned locations of schools

The following sections of this report have been organized to address each of these requirements.

EXISTING LEVEL OF SERVICE – Utah Code Annotated 11-36a-302(1)(a)(i)

Level of service is defined in the Impact Fees Act as “the defined performance standard or unit of demand for each capital component of a public facility within a service area”. This section discusses the level of service being currently provided to existing users.

Unit of Demand

For the purposes of this analysis, it is useful to define these various demands in terms of Equivalent Residential Units (ERUs). An ERU represents the demand that a typical single-family residence places on the system. Historic water consumption and sewer flow data gathered as part of the ongoing North Davis Sewer District (NDS) Impact Fee Study was used to estimate average sewer flows for the study area, including allowance for inflow and infiltration (I&I). Based on this data an assumed 220 gpd/ERU (domestic wastewater production) + 55 gpd/ERU (I&I) = 255 gpm/ERU was used as the average day, maximum month domestic wastewater flow. This is summarized in Table 1.

Table 1
Service Area Historic Flows and Definition of an ERU

Item	Value for Existing Connections ¹	Value for 10-Year Growth (connected to system)	Total 10-Year Conditions
Equivalent Residential Connections (ERUs)	n/a	1,049	1,049
Domestic Wastewater Production (mgd)	n/a	0.23	0.23
Infiltration, Maximum Month (mgd)	n/a	0.04	0.04
Average Day, Maximum Month Flow (mgd)	n/a	0.27	0.27
Peak Hour Flow (mgd)	n/a	0.84	0.84
Flows per ERU			
Domestic Wastewater Production (gpd/ERU)	220	220	220
Average Day, Maximum Month Flow (gpd/ERU)	255	255	255
Peak Hour Flow (gpd/ERU)	800.7	800.7	800.7

¹There is no existing system level sewer collection system in the study area.

Included in the table is the flow per ERU in terms of both average and peak flows. Conveyance pipelines, lift stations, and force mains must be designed based on peak hour flow (function of daily flow and diurnal flow variation).

Performance Standard

Performance standards are those standards that are used to design and evaluate the performance of facilities. This section discusses the existing performance standards for the study area.

1. **Peak Design Flows** – Peaking factors used are based on the State of Utah Peak Instantaneous Demand equation (refer to Utah Code R309-105-9). Peaking factors were adjusted based on the contributing area size. Peaking factors ranged from 2.3 to 4.0 depending on the

contributing area size. Gravity pipelines, force mains and lift stations were designed based on these peaking factors.

2. **Gravity Pipeline Capacity** – City standards require that all gravity driven sewer mains be designed such that the peak flow in the pipe is less than or equal to 75 percent of the pipe's full capacity using a manning's roughness factor of 0.013.
3. **Gravity Pipeline Slopes** – Due to the flat terrain and shallow existing sewer, the City's standards require that all system level gravity trunk lines and most project level sewer pipelines be installed at minimum slopes as defined by the State of Utah [R317-3-2.3(D)(4)]. If pipelines are installed at greater slopes, the serviceable area by gravity will be reduced. Some sewer pipes were upsized to minimize the required slope and maximize the area serviceable by gravity. These upsized pipes can potentially create additional operation and maintenance (O&M) costs for the City. These potential increases in O&M were discussed with City officials and were determined to be an economical solution to service the study area.
4. **Force main capacity** - City standards require that all force mains be designed such that the maximum flow velocity is no greater than 7 feet per second.
5. **Lift stations** - City standards require that all lift stations be designed such that the maximum ratio of the peak flow to pumping capacity is no greater than 0.85.

These design standards were used as the level of service for the system evaluation.

Existing Level of Service Summary

Currently, there is no existing system level sewer service in the City's study area. The level of service was determined based on industry standards, other existing sewer collection within West Point City (outside of the study area) and input from City personnel. The majority of the existing residents in the study area rely on septic systems for the disposal and treatment of their wastewater. There is a small subdivision (Sunview Estates) within the study area that has a temporary lift station, that will eventually be replaced by a regional lift station, that conveys wastewater to an existing gravity line. As the development is not currently complete (as of this study), it was assumed that 15 out of the 30 possible units would be existing for the purposes of the Impact Fee calculations.

PROPOSED LEVEL OF SERVICE - Utah Code Annotated 11-36a-302(1)(a)(ii)

The proposed level of service is the performance standard used to evaluate system needs in the future. The Impact Fee Act indicates that the proposed level of service may:

1. diminish or equal the existing level of service; or
2. exceed the existing level of service if, independent of the use of impact fees, the City implements and maintains the means to increase the level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service.

In the case of this IFFP, no changes are proposed to the existing level of service for design standards. Thus, future growth will essentially be evaluated based on the same design standards level of service as identified for existing.

Proposed Level of Service Summary

The resulting proposed level of service for the City is summarized in Table 2.

Table 2
Proposed Sanitary Sewer Level of Service

	Existing Level of Service ²	Proposed Level of Service
Gravity Lines - Maximum Ratio of Flow ¹ to Pipeline Capacity/Percent of Collection System that Meets the Standard	n/a	0.75/100%
Force Mains - Maximum Velocity (ft/s)/Percent of Collection System that Meets the Standard	n/a	7/100%
Lift Station - Maximum Ratio of Peak Flow to Pumping Capacity	n/a	0.85/100%
Design Flow - Average Day, Peak Month Flow (gpd per ERU)	n/a	255

¹Peak hour, dry weather flow

²No existing system level City sewer within the study area.

EXCESS CAPACITY TO ACCOMMODATE FUTURE GROWTH - Utah Code Annotated 11-36a-302(1)(a)(iii)

There is no existing system level sewer service in the study area. As such, there is no excess capacity in the current system to accommodate for future growth. All future growth capacity will be accommodated by the future system level sewer system.

DEMANDS PLACED ON FACILITIES BY NEW DEVELOPMENT - Utah Code Annotated 11-36a-302(a)(iv)

Growth within the City's study area, and projections of sewer flows resulting from said growth is discussed in detail in the City's Sewer Study. Growth in terms of both Equivalent Residential Units and corresponding sewer flows is summarized in Table 3.

Table 3
West Point Projections of Growth

Year	Total Area ERUs ¹	Connected ERUs ²	Domestic Wastewater (MGD)	Max Month Infiltration (MGD)	Total Max Month, Average Day Flow (MGD)	Peak Hour Flows - City Area (MGD)
2021	164	0	0.00	0.00	0.00	0.00
2031	1,158	1,049	0.23	0.04	0.27	0.84
2041	2,176	2,098	0.46	0.07	0.53	1.68
2051	3,194	3,147	0.69	0.11	0.80	2.52
2061	4,211	4,196	0.92	0.15	1.07	3.36
2066	4,721	4,721	1.04	0.17	1.20	3.78

¹Total area ERUs are the total number of ERUs within the study area. There are approximately 164 existing ERUs that will connect to the system as the system is built out. For this study, it was assumed that 15 out of the 30 total units of the Sunview Estates Subdivision were considered existing.

²This column represents the assumed total ERUs connected to the City's sewer system within the study area.

It is important to track the existing ERUs connecting to the system as the City has not yet fully decided whether existing residents will be required to pay impact fees. However, for the purposes of this analysis, it has been assumed that existing residents will not be required to pay the sewer impact fee. This will result in a slightly lower impact fee for all users than if they were included in the impact fee calculation. If the City does want to collect impact fees from existing residents within the study area, the impact fee would need to be updated to reflect this change.

INFRASTRUCTURE REQUIRED TO MEET DEMANDS OF NEW DEVELOPMENT – Utah Code Annotated 11-36a-302(1)(a)(v)

To satisfy the requirements of state law, demands placed upon existing system facilities by future development was projected using the process outlined below. Each of the steps were completed as part of this plan's development:

1. **Existing Demand** – There is no existing demand that will be placed on the City's system level sewer system. The existing ERUs in the study area will connect to the system as it becomes available but is currently being served by individual septic systems or a temporary lift station.
2. **Existing Capacity** – There is no existing system level capacity, as the City currently has no existing system level collection system facilities within the study area.
3. **Existing Deficiencies** – There is no existing deficiencies, as the existing ERUs are serviced by individual septic tanks or a temporary lift station.
4. **Future Demand** - The demand future development will place on the system was estimated based on development projections (See the 2021 Sewer Study).
5. **Future Deficiencies** – There will be no future deficiencies within the study area because the sewer system will be initially built for build-out conditions.
6. **Recommended Improvements** – Needed system improvements were identified to meet demands associated with future development.

The steps listed above “identify demands placed upon existing public facilities by new development activity at the proposed level of service; and... the means by which the political subdivision or private entity will meet those growth demands” (Section 11-36a-302(1)(a) of the Utah Code Annotated).

10 Year Improvement Plan

In the City's 2021 Sewer Study, capital facility projects needed to provide service to customers of the study area were identified. Some of the projects identified in the study will not be needed within the next 10 years. Only infrastructure to be constructed within a 10-year horizon will be considered in the calculation of impact fees to avoid uncertainty surrounding improvements further into the future. Table 4 summarizes the components of projects identified in the sewer study that will need to be constructed within the next ten years. These project components' locations are displayed in Figure 2.

Table 4
Project Costs Allocated to Projected Development, 10 Year Planning Horizon

Project ID	Year	Project Location	Contributing Areas	Project	Total Project Cost	Percent to Existing	Percent to 10 Year Growth	Percent to Growth 2031 through Buildout	Cost to Existing	Cost to 10 Year Growth	Cost to Growth 2031 through Buildout
Gravity Line Projects											
1 & 10	2021	6	1, 2, 4, 5 & 6	5000 W: 30-inch PVC Sewer Pipeline & Drainage Pipe Loops	\$ 1,480,275	2.8%	17.9%	79.3%	\$ 41,448	\$ 264,969	\$ 1,173,858
2	2021	4	1, 2 & 4	5000 W: 24-inch PVC Sewer Pipeline	\$ 1,560,600	2.4%	15.5%	82.1%	\$ 37,454	\$ 241,893	\$ 1,281,253
3	2021	8	7 & 8	Clinton Drain Crossing: 12-inch PVC Sewer Pipeline(deeper excavation)	\$ 461,700	5.0%	33.2%	61.8%	\$ 23,085	\$ 153,284	\$ 285,331
4	2021	5	5	1800 N: 12-inch PVC Sewer Pipeline	\$ 719,550	7.9%	32.2%	59.9%	\$ 56,844	\$ 231,696	\$ 431,010
5	2021	4	4	2425 N: 10-inch PVC Sewer Pipeline	\$ 518,805	2.9%	34.0%	63.1%	\$ 15,045	\$ 176,394	\$ 327,366
6	2021	4,5,6, & 8	1, 2, 4, 5, 6, 7 & 8	Sewer Manholes (assumed standard 5-foot diameter) Area 4, 5, 6, and 8 Only	\$ 388,800	3.1%	20.3%	76.6%	\$ 12,053	\$ 78,926	\$ 297,821
7	2021	4,5, & 6	1, 2, 4, 5 & 6	Asphalt Replacement for Gravity Sewer Pipelines in Areas 4, 5, and 6 only	\$ 1,076,040	2.8%	17.9%	79.3%	\$ 30,129	\$ 192,611	\$ 853,300
11	2021	4 & 5	1, 2 & 4	24-inch Pipe Bridge (80' bridge)	\$ 337,500	2.4%	15.5%	82.1%	\$ 8,100	\$ 52,313	\$ 277,088
12	2021	7 & 8	7 & 8	Steel Casing (Clinton Drain)	\$ 119,475	5.0%	33.2%	61.8%	\$ 5,974	\$ 39,665	\$ 73,836
13	2026	2	2	1925 N: 18-inch PVC Sewer Pipeline (deeper excavation)	\$ 668,250	2.9%	24.3%	72.8%	\$ 19,379	\$ 162,385	\$ 486,486
14	2026	2	2	5500 W: 15-inch PVC Sewer Pipeline (deeper excavation)	\$ 1,205,820	2.9%	24.3%	72.8%	\$ 34,969	\$ 293,014	\$ 877,837
15	2026	2	2	Asphalt Replacement for Gravity Sewer Pipelines in Area 2 Only	\$ 388,080	2.9%	24.3%	72.8%	\$ 11,254	\$ 94,304	\$ 282,522
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				Subtotal	\$ 6,716,655				\$ 288,236	\$ 1,854,155	\$ 4,574,264
				Total	\$ 15,784,110				\$ 588,104	\$ 3,870,251	\$ 11,325,756

Project Cost Attributable to Future Growth

To satisfy the requirements of state law, Table 4 provides a breakdown of the capital facility projects and the percentage of the project costs attributed to existing and future users. As defined in Utah Code Annotated 11-36a-102(15), the Impact Fee Facilities Plan should only include the proportionate share of “the cost of public facilities that are roughly proportionate and reasonably related to the service demands and needs of any development activity.” Some projects identified in the table are required solely to meet future growth, but some projects also provide a benefit to existing users. Projects that benefit existing users include those projects addressing existing capacity needs and maintenance related projects.

All projects within the City’s study area needed to service existing residents and new growth, costs have been divided proportionally between existing and future users based on their use of the facility. A few additional notes regarding specific projects are as follows:

Project Cost Attributable to 10 Year Growth

Included in Table 4 is a breakdown of capacity use associated with growth both through the next 10 years and for growth beyond 10 years. A challenge of sewer infrastructure is that it is not cost effective to add capacity in small increments. Once a pipeline is being built, it needs to be built to satisfy long term capacity needs. As a result, the improvements proposed in the Impact Fee Facility Plan will include capacity for growth beyond the 10-year planning window. To most accurately evaluate the cost of providing service for growth during the next ten years, added consideration has been given to evaluating how much of each improvement will be used in the next 10 years. This has been done following the same methodology as described above.

Basis of Construction Cost Estimates

The costs of construction for projects to be completed within ten years have been estimated based on past BC&A experiences with projects of a similar nature. Pipeline project costs are based on average per foot costs for pipes of a similar nature. Lift Station project costs include consideration of other components of the sanitary sewer system including manholes and surface restoration as appropriate for each project. Details of the cost estimates can be found in the City’s 2021 Sewer Study.

ADDITIONAL CONSIDERATIONS

MANNER OF FINANCING – Utah Code Annotated 11-36a-302(2)

The City may fund the infrastructure identified in this IFFP through a combination of different revenue sources.

Federal and State Grants and Donations

West Point City is pursuing grant donations but have not secured any at this time. Impact fees cannot reimburse costs funded or expected to be funded through federal grants and other funds that the City has received for capital improvements without an obligation to repay. Grants and donations are not currently contemplated in this analysis. If grants become available for constructing facilities, impact fees will need to be recalculated and an appropriate credit given.

Bonds

None of the costs contained in this IFFP include the cost of bonding. The cost of bonding required to finance impact fee eligible improvements identified in the IFFP may be added to the calculation of the impact fee. This will be considered in the impact fee analysis.

User Rate Revenue

Because infrastructure must generally be built ahead of growth, there often arises situations in which projects must be funded ahead of expected impact fee revenues. In some cases, the solution to this issue will be bonding. In others, funds from existing user rate revenue will be used to complete initial construction of impact fee eligible projects and will be reimbursed later as impact fees are received. Consideration of potential use of user rate revenue to pay for impact fee eligible expenditures will be included in the impact fee analysis and should also be considered in subsequent accounting of impact fee expenditures.

Impact Fees

It is recommended that impact fees be used to fund growth-related capital projects as they help to maintain the proposed level of service and prevent existing users from subsidizing the capital needs for new growth. Based on this IFFP, an impact fee analysis will be able to calculate a fair and legal fee that new growth should pay to fund the portion of the existing and new facilities that will benefit new development.

Developer Dedications and Exactions

Developer exactions are not the same as grants. Developer exactions may be considered in the inventory of current and future infrastructure. If a developer constructs facilities or dedicates land within the development for the construction of facilities identified in this IFFP, the value of the dedication is credited against that particular developer's impact fee liability.

If the value of the dedication/exaction is less than the development's impact fee liability, the developer will owe the balance of the liability to the City. If the value of the improvements dedicated is worth more than the development's impact fee liability, the City must reimburse the difference to the developer from impact fee revenues collected from other developments.

It should be emphasized that the concept of impact fee credits pertains to system level improvements only. For project level improvement (i.e. projects not identified in the Impact Fee Facility Plan),

developers will be responsible for the construction of the improvements without credit against the impact fee.

NECESSITY OF IMPROVEMENTS TO MAINTAIN LEVEL OF SERVICE - Utah Code Annotated 11-36a-302(3)

According to State statute, impact fees cannot be used to correct deficiencies in the City's system and must be necessary to maintain the proposed level of service established for all users. Only those facilities or portions of facilities that are required to maintain the proposed level of service for future growth have been included in this IFFP. This will result in an equitable fee as future users will not be expected to fund any portion of the facilities that will benefit existing residents.

SCHOOL RELATED INFRASTRUCTURE - Utah Code Annotated 11-36a-302(2)

As part of the noticing and data collection process for this plan, information was gathered regarding future school District and charter school development. The locations of schools are unknown; however, the study did account for 3 schools within the study area. Where the City is aware of the planned location of a school, required public facilities to serve the school have been included in the Impact Fee Facility Plan.

NOTICING AND ADOPTION REQUIREMENTS - Utah Code Annotated 11-36a-502

The Impact Fees Act requires that entities must publish a notice of intent to prepare or modify any IFFP. If an entity prepares an independent IFFP rather than include a capital facilities element in the general plan, the actual IFFP must be adopted by enactment. Before the IFFP can be adopted, a reasonable notice of the public hearing must be published in a local newspaper at least 10 days before the actual hearing. A copy of the proposed IFFP must be made available in each public library within the City during the 10-day noticing period for public review and inspection. Utah Code requires that the City must post a copy of the ordinance in at least three places or on the City's website. These places may include the City offices and the public libraries within the City's jurisdiction. Following the 10-day noticing period, a public hearing will be held, after which the City may adopt, amend and adopt, or reject the proposed IFFP.

IMPACT FEE CERTIFICATION - Utah Code Annotated 11-36a-306(1)

This IFFP has been prepared in accordance with Utah Code Annotated Title 11, Chapter 36a (the "Impact Fees Act"), which prescribes the laws pertaining to the imposition of impact fees in Utah. The accuracy of this IFFP relies in part upon planning, engineering, and other source data, provided by the City and its designees.

In accordance with Utah Code Annotated, 11-36a-306(1), Bowen Collins & Associates makes the following certification:

I certify that the attached Impact Fee Facilities Plan:

1. Includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;
2. Does not include:
 - a. costs of operation and maintenance of public facilities;
 - b. cost for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents; or
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement; and
3. Complies in each and every relevant respect with the Impact Fees Act.



Keith Larson, P.E.

SEWER IMPACT FEE ANALYSIS

SEPTEMBER 2021

Prepared for:



Prepared by:



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EXECUTIVE SUMMARY SEWER IMPACT FEE ANALYSIS

The purpose of the impact fee analysis (IFA) is to calculate the allowable impact fee that may be assessed to new development in accordance with Utah Code.

WHY ASSESS AN IMPACT FEE?

Until development utilizes the full capacity of existing facilities, West Point City can assess an impact fee to recover its cost of latent capacity available to serve future development. The general impact fee methodology divides the available capacity of existing and future capital projects between the number of existing and future users. Capacity is measured in terms of Equivalent Residential Units, or ERUs, which represents the demand that a typical single-family residence places on the system.

HOW ARE IMPACT FEES CALCULATED?

A fair impact fee is calculated by dividing the cost of existing and future facilities by the amount of new growth that will benefit from the unused capacity. Only the capacity that is needed to serve the projected growth within in the next ten years is included in the fee. Costs used in the calculation of impact fees include:

- New facilities required to maintain (but not exceed) the proposed level of service in the system; only those expected to be built within ten years are considered in the final calculations of the impact fee.
- Historic costs of existing facilities that will serve new development
- Cost of professional services for engineering, planning, and preparation of the Impact Fee Facilities Plan and impact fee analysis

Costs not used in the impact fee calculation

- Operational and maintenance costs
- Cost of facilities constructed beyond 10 years
- Cost associated with capacity not expected to be used within 10 years
- Cost of facilities funded by grants, developer contributions, or other funds which West Point City is not required to repay
- Cost of renovating or reconstructing facilities which do not provide new capacity or needed enhancement of services to serve future development

IMPACT FEE CALCULATION

Impact fees for this analysis were calculated by dividing the proportional cost of facilities required to service 10-year growth by the amount of growth expected over the next 10-years based on ERUs. This is done for all of the needed gravity collection, lift station, and force main facilities within the study area. Calculated impact fees by component are summarized in Table ES-1.

Table ES-1
Impact Fee Calculation per ERU – West Point City Service Area

System Components	Total Cost of Component	% Serving 10-year Growth	Cost Serving 10-year Growth	10-year ERUs Served	Cost Per ERU
Collection Facilities					
10-Year Projects	\$ 15,784,110	24.5%	\$ 3,870,251	1049	\$ 3,689
10-Year Project Interest Costs	\$ 6,760,806	24.5%	\$ 1,657,744	1049	\$ 1,580
Credit for User Fees Paid Toward Existing					\$ (128.96)
Subtotal	\$ 22,544,916		\$ 5,527,995		\$ 5,141
Studies					
All Studies	\$ 65,300	96.3%	\$ 62,867	1049	\$ 59.93
TOTAL	\$ 22,610,216		\$ 5,590,862		\$ 5,201

RECOMMENDED IMPACT FEE

The total calculated impact fees are summarized in Table ES-2. Included in this table is the appropriate user fee credit and corresponding overall fee. The calculated user fee credit associated with the impact fees will decrease over time. As a result, the allowable impact fee will increase over time as shown in the table. This is the legal maximum amount that may be charged as an impact fee. A lower amount may be adopted if desired, but a higher fee is not allowable under the requirements of Utah Code.

Table ES-2
Recommended Per ERU Impact Fee – West Point City Service Area

Maximum Allowable Impact Fee (Per ERU, by year)						
	2021	2022	2023	2024	2025	2026
Base Impact Fee (includes study costs)	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71
User Fee Credit	\$ (128.96)	\$ (122.73)	\$ (116.80)	\$ (111.16)	\$ (105.78)	\$ (100.67)
Total Overall Fee	\$ 5,200.74	\$ 5,206.97	\$ 5,212.90	\$ 5,218.55	\$ 5,223.92	\$ 5,229.04

IMPACT FEE ANALYSIS (SEWER)

INTRODUCTION

West Point City has retained Bowen Collins & Associates (BC&A) to prepare an impact fee analysis (IFA) for its sewer system based on a recently completed impact fee facilities plan. An impact fee is a one-time fee, not a tax, imposed upon new development activity as a condition of development approval to mitigate the impact of the new development on public infrastructure. The purpose of an IFA is to calculate the allowable impact fee that may be assessed to new development in accordance with Utah Code.

Service Areas

The service area for the IFA is defined as the same study area as the IFFP and the 2021 Sewer Study. The current study area includes areas not served by the sewer system currently within West Point City and nearby unincorporated areas of Davis County that may potentially be annexed by West Point City in the future. Generally, the service area is defined on the west by the Great Salt Lake floodplain boundary (officially the 4,217 contour), on the north by the Weber/Davis County line, on the east by the proposed West Davis Corridor, and the south does not extend further south than 500 N (see Figure 1). This study area will be treated as a single service area for the calculation of the Impact Fee. The remainder of the City will not be impacted by this new Impact Fee Study.

Requirements

Requirements for the preparation of an IFA are outlined in Title 11, Chapter 36a of the Utah Code (the Impact Fees Act). Under these requirements, an IFA shall accomplish the following for each facility:

1. Identify the impact of anticipated development activity on existing capacity
2. Identify the impact of anticipated development activity on system improvements required to maintain the established level of service
3. Demonstrate how the impacts are reasonably related to anticipated development activity
4. Estimate the proportionate share of:
 - a. Costs of existing capacity that will be recouped
 - b. Costs of impacts on system improvements that are reasonably related to the new development activity
5. Identify how the impact fee was calculated
6. Consider the following additional issues
 - a. Manner of financing improvements
 - b. Dedication of system improvements
 - c. Extraordinary costs in servicing newly developed properties
 - d. Time-price differential

The following sections of this report have been organized to address each of these requirements.

IMPACT ON SYSTEM - 11-36A-304(1)(A)(B)

Growth within West Point City's service area, and projections of sewer flows resulting from said growth is discussed in detail in the City's Impact Fee Facilities Plan. For the purposes of impact fee calculation, growth in the system has been expressed in terms of equivalent residential units (ERUs). An ERU represents the demand that a typical single-family residence places on the system. Growth in ERUs projected for the service area is summarized in Table 1.

Table 1
Projected West Point Water Sewer System Growth – Flow ERUs

Year	Connected Service Area ERUs	Estimated Dry Weather Sewer Flows (MGD)
2021	0	0.00
2031	1,049	0.27
2041	2,098	0.53
2051	3,147	0.80
2061	4,196	1.07
2066	4,721	1.20

As indicated in the table, projected growth for the 10-year planning window of this impact fee analysis is 1,049 ERUs or about 105 ERUs per year. New facilities will be constructed to increase capacity to meet the needs of future projected growth. These required system improvements are detailed in the Impact Fee Facilities Plan.

RELATION OF IMPACTS TO ANTICIPATED DEVELOPMENT - 11-36A-304(1)(C)

To satisfy the requirements of state law, it is necessary to show that all impacts identified in the impact fee analysis are reasonably related to the anticipated development activity. This has been documented in detail in the Impact Fee Facilities Plan. In short, only that capacity directly associated with demand placed upon existing system facilities by future development has been identified as an impact of the development. The steps completed to identify the impacts of anticipated development are as follows.

1. **Existing Demand** – There is no existing demand that will be placed on the City's system level sewer system. The existing ERUs in the study area will connect to the system as it becomes available but is largely currently being served by individual septic systems. There is one small subdivision (Sunview Estates) within the study area this is currently being constructed and will be serviced by a temporary lift station, that will eventually be replaced by a regional lift station. As this development is not currently complete (as of this study), it was assumed that 15 out of the 30 possible units would be existing for the purposes of the Impact Fee calculations.
2. **Existing Capacity** – There is no existing system level capacity, as the City currently has no existing system level collection system facilities within the study area.
3. **Existing Deficiencies** – There is no existing deficiencies, as the existing ERUs are serviced by individual septic tanks or a temporary lift station.
4. **Future Demand** - The demand future development will place on the system was estimated based on development projections as discussed in the Impact Fee Facilities Plan.

5. **Future Deficiencies** – There will be no future deficiencies within the study area because the sewer system will be initially built for build-out conditions.
6. **Recommended Improvements** – Needed system improvements were identified to meet demands associated with future development.

Proportionate Share Analysis – 11 – 36A-304(D)

A comprehensive proportionate share analysis associated with anticipated future development and its impact on the system was completed as part of the Impact Fee Facilities Plan. A summary of that analysis is contained here with additional discussion of the costs of facilities impacted by growth.

Excess Capacity to Accommodate Future Growth

There is no existing sewer collection service within the West Point City study area. This means that there is no excess capacity in the current system to accommodate for future growth. The residents in the area rely on septic systems for the disposal of wastewater. The needs of projected future growth will be met solely through construction of additional capacity in new facilities.

Existing System Infrastructure Costs

West Point City currently has no existing infrastructure costs; the city currently has no existing sewer collection system in the study area.

Reimbursement Agreements

There are no current reimbursement agreements existing within West Point City's system that have not already been accounted for in the existing infrastructure analysis.

Future Improvements

All demand within the study area associated with projected future development will be met through the construction of additional capacity in new facilities. A primary focus of the Impact Fee Facilities Plan was the identification of projects required to serve new development. The results of the Impact Fee Facilities Plan are summarized in Table 2. Included in the table are the costs of each required project and the portion of costs associated with development for the 10-year planning window. All cost estimates contained in this IFA have been taken directly from the IFFP. The basis of these estimates is documented in the IFFP.

Table 2
Impact Fee Eligible Capital Projects

Project ID	Year	Project Location	Contributing Areas	Project	Total Project Cost	Percent to 10-Year Growth	Cost to 10-Year Growth
Gravity Line Projects							
1 & 10	2021	6	1, 2, 4, 5 & 6	5000 W: 30-inch PVC Sewer Pipeline & Drainage Pipe Loops	\$ 1,480,275	17.9%	\$ 264,969
2	2021	4	1, 2 & 4	5000 W: 24-inch PVC Sewer Pipeline	\$ 1,560,600	15.5%	\$ 241,893
3	2021	8	7 & 8	Clinton Drain Crossing: 12-inch PVC Sewer Pipeline(deeper excavation)	\$ 461,700	33.2%	\$ 153,284
4	2021	5	5	1800 N: 12-inch PVC Sewer Pipeline	\$ 719,550	32.2%	\$ 231,696
5	2021	4	4	2425 N: 10-inch PVC Sewer Pipeline	\$ 518,805	34.0%	\$ 176,394
6	2021	4,5,6, & 8	1, 2, 4, 5, 6, 7 & 8	Sewer Manholes (assumed standard 5-foot diameter) Area 4, 5, 6, and 8 Only	\$ 388,800	20.3%	\$ 78,926
7	2021	4,5, & 6	1, 2, 4, 5 & 6	Asphalt Replacement for Gravity Sewer Pipelines in Areas 4, 5, and 6 only	\$ 1,076,040	17.9%	\$ 192,611
11	2021	4 & 5	1, 2 & 4	24-inch Pipe Bridge (80' bridge)	\$ 337,500	15.5%	\$ 52,313
12	2021	7 & 8	7 & 8	Steel Casing (Clinton Drain)	\$ 119,475	33.2%	\$ 39,665
13	2026	2	2	1925 N: 18-inch PVC Sewer Pipeline (deeper excavation)	\$ 668,250	24.3%	\$ 162,385
14	2026	2	2	5500 W: 15-inch PVC Sewer Pipeline (deeper excavation)	\$ 1,205,820	24.3%	\$ 293,014
15	2026	2	2	Asphalt Replacement for Gravity Sewer Pipelines in Area 2 Only	\$ 388,080	24.3%	\$ 94,304
16	2026	2	2	Sewer Manholes(assumed standard 5-foot diameter) Area 2 Only	\$ 142,560	24.3%	\$ 34,642
				Subtotal	\$ 9,067,455		\$ 2,016,096
Lift Stations & Force Mains Projects							
8	2021	7 & 8	7 & 8	Lift Station (0.7 MGD)	\$ 1,559,250	33.2%	\$ 517,671
9	2021	7 & 8	7 & 8	FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 583,200	33.2%	\$ 193,622
17	2026	2	2	Area 2 Lift Station (1.0 MGD)	\$ 2,338,875	24.3%	\$ 567,721
18	2026	2	2	Area 2 FM: 8-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 672,030	24.3%	\$ 163,123
19	2031	3	3	Area 3 Lift Station (0.6 MGD)	\$ 1,336,500	26.4%	\$ 352,243
20	2031	3	3	Area 3 FM: 6-inch Force Main - (DR11 HDPE) w/ Asphalt	\$ 226,800	26.4%	\$ 59,775
				Subtotal	\$ 6,716,655		\$ 1,854,155
				Total	\$ 15,784,110		\$ 3,870,251

Planning and Impact Fee Studies

Utah Code allows for the cost of planning and engineering associated with impact fee calculations to be recovered as part of an impact fee. The final impact fee will include the cost of this study and recommended planning projects in the next ten years as summarized in Table 3.

Table 3
Impact Fee Costs Associated with Studies per ERU

System Components	Total Cost of Component	% Serving 10-Year Growth	Cost Serving 10-Year Growth	10-Year ERUs Served	Cost Per ERU
2021 Sewer Impact Fee Facility Plan & Sewer Study	\$ 54,000	96.3%	\$ 51,988	1,049	\$ 49.56
2021 Impact Fee Analysis	\$ 11,300	96.3%	\$ 10,879	1,049	\$ 10.37
Subtotal	\$ 65,300		\$ 62,867		\$ 59.93

IMPACT FEE CALCULATION - 11-36A-304(1)(E)

Using the information contained in the previous sections, impact fees can be calculated by dividing the proportional cost of facilities required to service 10-year growth by the amount of growth expected over the next 10-years. Calculated impact fees by component are summarized in Table 4 for West Point City.

Table 4
Impact Fee Calculation per ERU - West Point City Service Area

System Components	Total Cost of Component	% Serving 10-year Growth	Cost Serving 10-year Growth	10-year ERUs Served	Cost Per ERU
Collection Facilities					
10-Year Projects	\$ 15,784,110	24.5%	\$ 3,870,251	1049	\$ 3,689
10-Year Project Interest Costs	\$ 6,760,806	24.5%	\$ 1,657,744	1049	\$ 1,580
Credit for User Fees Paid Toward Existing					\$ (128.96)
Subtotal	\$ 22,544,916		\$ 5,527,995		\$ 5,141
Studies					
All Studies	\$ 65,300	96.3%	\$ 62,867	1049	\$ 59.93
TOTAL	\$ 22,610,216		\$ 5,590,862		\$ 5,201

Bonding Interest Costs

In addition to construction costs, Table 4 includes the cost of bond interest expense where applicable. This includes both historic interest costs on existing facilities where new growth will benefit from excess capacity (does not apply to this specific IFA) and future interest costs for bonds required to build projects needed for growth as identified in the Impact Fee Facilities Plan. Similar to project construction costs, only that portion of interest expense associated with capacity for growth is

included in the impact fee calculation. In the case of West Point City's wastewater system, the following bonds were included in the study

- **Future 2021 Wastewater Bond** – This is the recommended bond that the City would need to fully fund the system level projects to service Areas 4, 5, 6, 7 and 8. For this study it was assumed that these projects would be fully funded through bonding. Based on guidance from the City, it is expected that this bond will be issued in 2021 or 2022 and would be a 20-year bond at 3.5 percent interest. This brings the total bond payment to \$12,576,723. This was included in the table above and impact fee calculation.
- **Future 2026 Wastewater Bond** – This is the recommended bond that the City would need to fully fund the system level projects to service Area 2. For this study it was assumed that these projects would be fully funded through bonding. Based on guidance from the City, it is expected that this bond will be issued in 2026 or 2027 and would be a 20-year bond at 3.5 percent interest. This brings the total bond payment to \$7,735,285. This was included in the table above and impact fee calculation.
- **Future 2031 Wastewater Bond** – This is the recommended bond that the City would need to fully fund the system level projects to service Areas 3. For this study it was assumed that these projects would be fully funded through bonding. Based on guidance from the City, it is expected that this bond will be issued in 2031 or 2032 and would be a 20-year bond at 3.5 percent interest. This brings the total bond payment to \$2,232,908. This was included in the table above and impact fee calculation.

This equates to a total bond payment of \$22,544,916.

Credit for User Fees

As currently structured, future users will pay for their portion of capacity via impact fees. They cannot also be expected to pay through user rates the portion of future bonds that will be used to build capacity for existing users. This creates the need for a credit for future users. Calculation of this credit is summarized in Table 5. These tables include the following information:

- **Existing Portion of Loan Paid Through User Fees** – This represents the total amount paid each year by West Point City toward the portion of any loans used to build capacity for existing users.
- **Cost Per ERU** – This column takes the total amount paid and divides it by the number of ERUs projected for each year. This represents the amount paid in each year by each ERU.
- **Present Value Cost per ERU** – This column takes into account the time value of money assuming a rate of return of 2 percent annually.
- **Total User Fee Credit** – At the bottom of the table, the present value costs for all future years are added together to develop the total user fee credit.

It will be noted that, because the user fee credit is the summation of user fees paid toward existing deficiencies in each year, a new user who joins the system in five or ten years will pay less in total user fees than someone who joins the system next year. Thus, the user fee credit will decrease over time. The appropriate user fee can be calculated by adding the present value cost for all years subsequent to a new user's connection to the system.

Table 5
Credit for User Fees Paid Toward Existing – West Point City Collection System

Year	West Point ERUs	Existing Capacity Portion of Loans Paid Through User Fees	Cost Per ERU	Present Value Cost Per ERU
2021	3579	n/a	n/a	n/a
2022	3687	\$ 23,430	\$ 6.36	\$ 6.23
2023	3797	\$ 23,430	\$ 6.17	\$ 5.93
2024	3911	\$ 23,430	\$ 5.99	\$ 5.65
2025	4028	\$ 23,430	\$ 5.82	\$ 5.37
2026	4149	\$ 23,430	\$ 5.65	\$ 5.11
2027	4274	\$ 37,841	\$ 8.85	\$ 7.86
2028	4402	\$ 37,841	\$ 8.60	\$ 7.48
2029	4534	\$ 37,841	\$ 8.35	\$ 7.12
2030	4670	\$ 37,841	\$ 8.10	\$ 6.78
2031	4810	\$ 37,841	\$ 7.87	\$ 6.45
2032	4955	\$ 42,000	\$ 8.48	\$ 6.82
2033	5103	\$ 42,000	\$ 8.23	\$ 6.49
2034	5256	\$ 42,000	\$ 7.99	\$ 6.18
2035	5414	\$ 42,000	\$ 7.76	\$ 5.88
2036	5576	\$ 42,000	\$ 7.53	\$ 5.60
2037	5744	\$ 42,000	\$ 7.31	\$ 5.33
2038	5916	\$ 42,000	\$ 7.10	\$ 5.07
2039	6093	\$ 42,000	\$ 6.89	\$ 4.83
2040	6276	\$ 42,000	\$ 6.69	\$ 4.59
2041	6465	\$ 42,000	\$ 6.50	\$ 4.37
2042	6658	\$ 18,570	\$ 2.79	\$ 1.84
2043	6858	\$ 18,570	\$ 2.71	\$ 1.75
2044	7064	\$ 18,570	\$ 2.63	\$ 1.67
2045	7276	\$ 18,570	\$ 2.55	\$ 1.59
2046	7494	\$ 18,570	\$ 2.48	\$ 1.51
2047	7719	\$ 4,160	\$ 0.54	\$ 0.32
2048	7951	\$ 4,160	\$ 0.52	\$ 0.31
2049	8189	\$ 4,160	\$ 0.51	\$ 0.29
2050	8435	\$ 4,160	\$ 0.49	\$ 0.28
2051	8688	\$ 4,160	\$ 0.48	\$ 0.26
Total User Fee Credit			\$ 161.92	\$ 128.96

Recommended Impact Fee

The total calculated impact fees are summarized in Table 6. Included in this table is the appropriate user fee credit and corresponding overall fee. This is the legal maximum amount that may be charged as an impact fee. A lower amount may be adopted if desired, but a higher fee is not allowable under the requirements of Utah Code.

Table 6
Recommended Per ERU Impact Fee – West Point City Service Area

Maximum Allowable Impact Fee (Per ERU, by year)						
	2022	2023	2024	2025	2026	2027
Base Impact Fee (includes study costs)	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71	\$ 5,329.71
User Fee Credit	\$ (128.96)	\$ (122.73)	\$ (116.80)	\$ (111.16)	\$ (105.78)	\$ (100.67)
Total Overall Fee	\$ 5,200.74	\$ 5,206.97	\$ 5,212.90	\$ 5,218.55	\$ 5,223.92	\$ 5,229.04

As discussed previously, the calculated user fee credit associated with the impact fees will decrease over time. As a result, the allowable impact fee will increase over time as shown in the table. Impact fees beyond 2026 can be calculated by reducing the user fee credit by the amount shown for each successive year in Table 5.

Calculation of Non-Standard Impact Fees

The calculations above have been based on an ERU. The Impact Fee Enactment should include a provision that allows for calculation of a fee for customers other than typical residential connections. Consistent with the level of service standards established in the Impact Fee Facilities Plan, the following formula may be used to calculate an impact fee for a non-standard user based on the calculated daily indoor water use for an average residential connection¹.

$$\frac{\text{Estimated Indoor Water Use}}{220 \text{ gallons per day}} \times \text{Impact Fee per ERU} = \text{Impact Fee}$$

Calculation all non-standard impact fees should be completed by City personnel using the formula above based on information regarding water use as provided for each non-standard use. This approach will be used for all commercial and industrial development.

¹ Based on average annual domestic water usage of 220 gpd/ERU and an average day maximum month flow of 240 gpd/ERU, this equates to a domestic wastewater production of 220 gpd/ERU. With an additional 35 gpd/ERU for I&I, total domestic wastewater flow is equal to 255 gpd/ERU, consistent with previous calculations.

ADDITIONAL CONSIDERATIONS - 11-36A-304(2)**MANNER OF FINANCING - 11-36A-304(2)(A-E)**

As part of this impact fee analysis, it is important to consider how each facility has been or will be paid for. Potential infrastructure funding includes a combination of different revenue sources.

User Charges

Because infrastructure must generally be built ahead of growth, there often arises situations in which projects must be funded ahead of expected impact fee revenues. In some cases, the solution to this issue will be bonding. In others, funds from existing user rate revenue will be loaned to the impact fee fund to complete initial construction of the project and will be reimbursed later as impact fees are received. Interfund loans should be considered in subsequent accounting of impact fee expenditures.

Special Assessments

Where special assessments exist, the impact fee calculation must take into account funds contributed. No special assessments currently exist in the West Point City wastewater system.

Pioneering Agreements

Where pioneering agreements exist, the impact fee calculation must take into account payback requirements under each pioneering agreement. West Point City currently does not have any pioneering agreements.

Bonds

Where West Point City financial plans identify bonding will be required to finance impact fee eligible improvements, the portion of bond cost and interest expense attributable to future growth has been added to the calculation of the impact fee.

General Taxes

If taxes are used to pay for infrastructure, they should be accounted for in the impact fee calculation. Specifically, any contribution made by property owners through taxes should be credited toward their available capacity in the system. In this case, no taxes are proposed for the construction of infrastructure.

Federal and State Grants and Donations

West Point City is pursuing grant donations but have not secured any at this time. Impact fees cannot reimburse costs funded or expected to be funded through federal grants and other funds that the City has received for capital improvements without an obligation to repay. Grants and donations are not currently contemplated in this analysis. If grants become available for constructing facilities, impact fees will need to be recalculated and an appropriate credit given.

DEDICATION OF SYSTEM IMPROVEMENTS - 11-36A-304(2)(F)

Developer exactions are not the same as grants. If a developer constructs a system improvement or dedicates land for a system improvement identified in this IFFP or dedicates a public facility that is recognized to reduce the need for a system improvement, the developer may be entitled to an

appropriate credit against that particular developer's impact fee liability or a proportionate reimbursement.

If the value of the credit is less than the development's impact fee liability, the developer will owe the balance of the liability to West Point City. If the recognized value of the improvements/land dedicated is more than the development's impact fee liability, West Point City may be required to reimburse the difference to the developer.

It should be emphasized that the concept of impact fee credits pertains to system level improvements only. Developers will be responsible for the construction of project improvements (i.e. improvements not identified in the Impact Fee Facilities Plan) without credit against the impact fee.

EXTRAORDINARY COSTS - 11-36A-304(2)(G)

The Impact Fees Act indicates the analysis should include consideration of any extraordinary costs of servicing newly developed properties. In cases where one area of potential growth may cost significantly more to service than other growth, a separate service area may be warranted. No areas with extraordinary costs have been identified as part of this analysis.

TIME-PRICE DIFFERENTIAL - 11-36A-304(2)(H)

Utah Code allows consideration of time-price differential in order to create fairness for amounts paid at different times. To address time-price differential, this analysis includes a conversion to present value cost for future expenditures. In the case of future construction costs, it has been assumed that the return rate on investment will be roughly equivalent to construction inflation and current construction estimates have been used in the calculation of impact fees. Per the requirements of the Code, existing infrastructure cost is based on actual historical costs without adjustment.

IMPACT FEE CERTIFICATION - 11-36A-306(2)

This report has been prepared in accordance with Utah Code Title 11, Chapter 36a (the "Impact Fees Act"), which prescribes the laws pertaining to the imposition of impact fees in Utah. The accuracy of this IFFP relies in part upon planning, engineering, and other source data, provided by West Point City and its designees.

In accordance with Utah Code Annotated, 11-36a-306(2), Bowen Collins & Associates makes the following certification:

I certify that the attached impact fee analysis:

1. Includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;
2. Does not include:
 - a. costs of operation and maintenance of public facilities;
 - b. costs of qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents; or
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement; and
3. Complies in each and every relevant respect with the Impact Fees Act.



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City Council Staff Report

Subject: Cemetery Ordinances
Author: Casey Arnold
Department: Executive
Date: September 21, 2021



Background

Over the past few years, there has been a notable increase in the amount of decorations and items being placed on burial spaces that are in violation of the current cemetery ordinances, or are of the type that are not currently addressed but perhaps should be. These decorations and items are interfering with landscape maintenance, intruding onto other plot spaces, and/or are quickly becoming unsightly and turning into trash. In order to best maintain a well-manicured, beautiful cemetery space, Staff felt that a review of the City's current cemetery ordinances was needed to determine what is already prohibited and what possible amendments could be made to have more clear, enforceable standards for what is appropriate for visitors to bring into the cemetery in remembrance of their loved ones. During that review and in analyzing several other surrounding cemeteries' regulations, Staff would like to propose amendments to other areas in the cemetery code as well.

Analysis

The current cemetery code is found in WPCC Section 12.15. Staff's proposed revisions to the code are related to the following areas and were discussed with the Council at the September 7th meeting:

Code Structure

The current code's subsections address items like the sale of burial rights, monument and marker restrictions, decoration of graves, interment/disinterment regulations, etc. Staff proposes that some of the subsections be combined, relocated, and/or re-titled in order to create a more organized layout where information can be easily found. These changes will be discussed with the Council. The following is a table of the current code sections and proposed new sections:

<u>Current</u>	<u>Proposed</u>
<u>12.15.010 Definitions.</u>	<u>12.15.010 Definitions</u>
<u>12.15.020 Cemetery name.</u>	<u>12.15.020 Cemetery Name</u>
<u>12.15.030 Repealed.</u>	<u>12.15.030 Cemetery Hours</u>
<u>12.15.040 Duties of city manager.</u>	<u>12.15.040 General Cemetery Etiquette</u>
<u>12.15.050 Interments.</u>	<u>12.15.050 Duties of City Manager</u>
<u>12.15.060 Disinterment.</u>	<u>12.15.060 Fees & Charges</u>
<u>12.15.070 Sale of burial rights.</u>	<u>12.15.070 Capital Improvement Fund</u>
<u>12.15.080 Repealed.</u>	<u>12.15.080 Regulations Governing</u>
<u>12.15.090 Capital improvement fund.</u>	<u>Access & Conduct</u>
<u>12.15.100 Monuments and markers.</u>	<u>12.15.090 Sale of Burial Rights</u>

<u>12.15.110 Decoration of graves.</u>	<u>12.15.100 Interments</u>
<u>12.15.120 Cemetery hours.</u>	<u>12.15.110 Disinterment</u>
<u>12.15.130 Traffic and safety regulations.</u>	<u>12.15.120 Monuments & Markers</u>
<u>12.15.140 Defacement or littering of cemetery.</u>	<u>12.15.130 Decoration and Maintenance of Graves</u>
<u>12.15.150 Animals in cemetery.</u>	
<u>12.15.160 Erecting of fences, or copings, or planting of trees, hedges, etc., prohibited.</u>	
<u>12.15.170 Fees and charges.</u>	

General Cemetery Etiquette

This is a completely new subsection Staff is proposing be added. In review of other cemeteries' codes, cemetery website homepages, handouts, etc., Staff found that several cemeteries have some sort of "cemetery etiquette" section or "code of conduct" for visitors. Staff felt that this type of information would be beneficial to have in West Point's code, for it clearly outlines our goal to operate and maintain a cemetery that is "beautiful, dignified, and an appropriate final resting place for loved ones." Some of the information is referred to in more detail in other subsections, such as littering, traffic, loud music, etc., but Staff feels that a code section that provides a general guideline for how we want our cemetery to be treated will only help us in meeting that goal.

Interment Requirements & Regulations

The current code requires that all caskets and urns to be interred are to be placed in a vault made of concrete, stone, or metal. Staff proposes that language be added to clarify that a metal vault must be made of 12-gauge metal or heavier. Staff also proposes adding language that infant caskets and urns may also be placed in vaults made of reinforced polyethylene material, which is considered to be just as strong and becoming more commonly used. Additionally, Staff proposes adding language that cremated remains that are placed in urns that are made of any of these materials and can be sealed not be required to be placed in a vault. The proposed revisions also clarify the size of each plot and the vault size restrictions for easier reference.

Decoration and Maintenance of Graves

While the current cemetery code does have general restrictions in regards to decorations types, height, placement, etc., Staff proposes adding additional language and restrictions, applicable at all times, to clearly state what is and what is not permitted, where items can and cannot be placed in relation to the headstone or marker, how long certain items can be at the site before they must be removed/discarded, and reiterate that cemetery officials can remove items that are in violation or interfere with landscape maintenance at their discretion and without notice. These restrictions will be gone over in detail with the Council, but include that shepherd's hooks must be placed within 2 inches of the mow strip and are limited to two per space, that in no case shall any decorations encroach on other plot space, balloons must be removed after 48 hours, any

food items (such as a birthday cake or bag of candy must be removed within 48 hours, and so on.

In addition to these specifications that would apply at all times, in researching other cemeteries' codes, Staff found that many refer to a designated "mowing season" and have additional restrictions on what types of decorations are allowed during that time. Staff proposes adding a "mowing season" to our code as well, defined as the months from April 1st to October 1st, and prohibit any solar lights, porcelain, or otherwise fragile decorations from being placed on any area of the burial space and stating that no decorations of any sort can be placed upon the mow strip during this time; other types of decorations can still be placed directly upon the headstone or monument, but may not protrude or otherwise interfere with landscape maintenance. The reiteration would again be added that cemetery officials can remove and possibly discard any of these items at any time and without notice, and are not liable for any damage or loss.

Pursuant to the discussion at the September 7th meeting, additional language has been added to allow for decorations on and surrounding the mow strip for the week leading up to and the week following Memorial Day, even though the holiday falls during the mowing season. Language has also been added to clarify that decorations can be placed on secondary markers (veterans' plaques, etc.) the week before and the week after Memorial Day, Independence Day, and Veterans Day. Additionally, a time limit of two weeks following the winter holiday season (ending January 2nd) has been added before cemetery officials may remove unsightly decorations.

The Council directed that a public hearing be held for the September 21st, 2021 meeting, after which they would consider approval of the amendments.

Recommendation

Staff recommends approval of Ordinance No. 09-21-2021A, Amending Section 12.15 of the West Point City Code Regarding Cemetery Regulations.

Significant Impacts

Current cemetery regulations would be revised and have an affect on interments, decorations and maintenance of graves, and visitor behavior in the West Point Cemetery.

Attachments

Draft Ordinance No. 09-21-2021A

Proposed Amendments (clean)

Proposed Amendments (redlined - new language in red, current language that has been relocated or combined is in green)

ORDINANCE NO. 09-21-2021A

**AN ORDINANCE AMENDING
TITLE 12, SECTION 12.15
OF THE WEST POINT CITY CODE
REGARDING CEMETERY REGULATIONS**

WHEREAS, the West Point City Council for and on behalf of West Point City, State of Utah (hereinafter referred to as the “City”) has determined to amend Title 12, Section 12.15 of the West Point City Code - *Cemetery*, and

WHEREAS, a public hearing was duly held and the interested parties were given an opportunity to be heard; and

WHEREAS, the City Council has duly considered said amendments; and

WHEREAS, the City Council, after due consideration of said amendments, has concluded that it is in the best interest of the City and the inhabitants thereof that said amendments be adopted;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT CITY, UTAH as follows:

Section One: Adoption of Amendments & Restructure of Existing Chapters

Title 12, Chapter 15 - *Cemetery* of the West Point City Code is hereby amended and adopted to read as contained in Exhibit A, attached hereto and incorporated by this reference.

Section Two: Ordinance to Conform with Amendments

The West Point City Manager is hereby authorized and directed to make all necessary changes to the West Point City Code to bring the text into conformity with the changes adopted by this Ordinance.

Section Three: Severability

In the event that any provision of this Ordinance is declared invalid for any reason, the remaining provisions shall remain in effect.

Section Four: Effective Date

This Ordinance shall take effect immediately upon passage and adoption and publication of a summary as required by law.

DATED this 21st day of September, 2021.

WEST POINT CITY, a Municipal Corporation

By: _____
Erik Craythorne
Mayor

ATTEST:

Casey Arnold
City Recorder

EXHIBIT A

Chapter 12. 15 - Cemetery

DRAFT

Chapter 12.15

CEMETERY

<u>12.15.010</u>	<u>Definitions</u>
<u>12.15.020</u>	<u>Cemetery Name</u>
<u>12.15.030</u>	<u>Cemetery Hours</u>
<u>12.15.040</u>	<u>General Cemetery Etiquette</u>
<u>12.15.050</u>	<u>Duties of City Manager</u>
<u>12.15.060</u>	<u>Fees & Charges</u>
<u>12.15.070</u>	<u>Capital Improvement Fund</u>
<u>12.15.080</u>	<u>Regulations Governing Access & Conduct</u>
<u>12.15.090</u>	<u>Sale of Burial Rights</u>
<u>12.15.100</u>	<u>Interments</u>
<u>12.15.110</u>	<u>Disinterment</u>
<u>12.15.120</u>	<u>Monuments & Markers</u>
<u>12.15.130</u>	<u>Decoration and Maintenance of Graves</u>

12.15.010 – Definitions

In this chapter, the following words or phrases shall have the following meanings unless the context otherwise clearly indicates:

“Block” shall mean a land area of one or more lots.

“Cemetery” shall mean any cemetery owned or maintained by the city for the purpose of receiving the remains of deceased humans for earth interments.

“Cemetery office” shall mean the main office maintained at West Point City Municipal Center.

“Cemetery visitor(s)” shall mean any person visiting or entering the cemetery grounds.

“Certificate” referred to herein shall mean burial right certificate.

“Certificate holder” is intended to mean and shall be construed to mean owner or purchaser of burial rights and privileges, or the collateral right of use of any burial plot, evidenced by a burial right certificate or by proved and recognized descent or devise from the original owner.

“City” shall mean West Point City, Utah, whether or not so designated.

“Council” or “city council” shall mean the city council of West Point City, Utah.

“Human remains” shall be construed to mean any portion relating to that of a deceased human being.

“Lot” shall apply to numbered divisions as shown on the record plat which consists of two or more plots.

“Lot marker” refers to the cement blocks approximately eight inches by eight inches by eight inches used by the cemetery and located in each corner.

“Marker” means a headstone flush with the surface of the ground or four inches high made of granite, marble, or metal substances.

“Monument” shall include a tombstone or headstone of granite, marble, or metal substances which shall extend above the surface of the ground at least 12 inches in height or higher, but not exceeding three feet in height.

“Mowing Season” shall refer to the time period of April 1st to October 1st of each year wherein weekly and/or daily landscape maintenance is completed by the city.

“Perpetual care” shall refer to the maintenance care that the city agrees to give and shall consist of care of the cemetery generally, but shall not include repairing or replacing marker or monument structures of any nature, except when the need for repair or replacement is directly caused by the city.

“Person” shall mean an individual, group, partnership, firm, corporation or association.

“Plat” shall mean a land area designated by a letter in the alphabet (namely A, B, C, D and E) that is bordered by roadways and is one or more lots.

“Plot” shall apply to a space of sufficient size to accommodate one adult interment approximately 49.5 inches by 99 inches or one infant interment approximately 28 inches by 52 inches. Baby interment should be approximately 24 inches by 24 inches. Urns should be 12 inches by 12 inches. The maximum number of urns per plot is two and one headstone per plot.

“Resident” shall be defined as follows:

1. Any person who was domiciled within the corporate limits of West Point City, Utah, at the time of death, regardless of the actual place of death.
2. Any person owning real property within the corporate limits of West Point City, Utah, at the time of death, regardless of the residence or domicile of such person.
3. Any person who was a legal resident of West Point City, Utah, at the time of death, regardless of domicile.
4. Any person who was formerly domiciled within the corporate limits of West Point City, Utah, immediately prior to moving from the city for the purpose of becoming domiciled in any facility for the purpose of receiving medical or residential care.

“Responsible party” shall refer to any person selected by the family of the deceased to act in its behalf and can include the heir apparent, religious leader, mortician, funeral director, or any other person the family selects in choosing graves, making available information on the deceased party, and taking full liability for the family obligations concerning the services performed on the cemetery’s property.

Words. Single words shall include the plural, and masculine words shall include the feminine and neuter. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 10-19-2010 § 1; Ord. 05-05-2009. Code 2000 § 12-3-1].

12.15.020 – Cemetery Name

The burial ground of West Point City shall be known and designated by the name of West Point City Memorial Cemetery. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-2].

12.15.030 – Cemetery Hours

It shall be unlawful for any person to be in the cemetery other than during hours approved by the city without the permission of the city, and the presence of any unauthorized person during such other hours shall constitute trespassing. [Ord. 05-05-2009. Code 2000 § 12-3-12].

12.15.040 – General Cemetery Etiquette

All visitors shall follow all rules and regulations herein in and strive to assist in West Point City's goal of operating and maintaining a cemetery that is beautiful, dignified, and an appropriate final resting place for loved ones. Visitors are encouraged and expected to show proper respect for both the living and those interred by adhering to the following general guidelines:

- A. Do not touch any monuments or gravestones without permission and do not remove any decorations or objects placed thereupon.
- B. Children are encouraged to visit the cemetery, but parents are advised to keep them nearby and not to let them play on any of the monuments. Teaching children to have respect for any cemetery is encouraged. While it is an important open space, a cemetery is not a playground and should not be treated as such.
- C. If a funeral is occurring, consider visiting at another time. Never block or impede funeral processions.
- D. Always strive to be respectful by keeping voices low and avoiding bad language; people may be within earshot seeking solace. Do not talk on a cell phone, as voices tend to carry in open spaces.
- E. No loud music shall be played, including while driving or parking in the Cemetery.
- F. Do not leave trash or other such items behind. Litter shows disrespect to those who come to visit the cemetery as well as to the cemetery officials striving to maintain the cleanliness of the cemetery.
- G. Dogs and other pets are prohibited.
- H. Report incidents of vandalism or theft to the police or to the cemetery administrator.

- I. When visiting the cemetery by car, follow the roadways, watch out for pedestrians and people who may not be paying attention, drive slowly, and remain off the grass. If the lane is narrow and another car approaches, offer to move your car until they can get through.
- J. As a general rule, it is best not to approach strangers, as they may prefer to be left alone within the peace of their surroundings; of course, it is perfectly acceptable to offer help to anyone who is seemingly in need.

12.15.050 – Duties of City Manager

- A. It shall be the duty of the city manager, or his representative(s) and designated cemetery official(s), to supervise, manage, operate, maintain and improve the cemetery in accordance with the provisions of the city ordinances and the rules and regulations adopted by the city council including but not limited to the following:
- B. Keep a true and correct plat of the cemetery showing the location of all burial plots and such other information as the city council may prescribe and shall keep or have kept such other records regarding the cemetery as the city council shall direct.
- C. Direct the layout and digging of all graves required for burial therein, to direct all removals, changes and other authorized operations.
- D. Take charge of all funeral corteges while in the environs of said cemetery and regulate all traffic within the cemetery as deemed necessary.
- E. Approve all claims chargeable against the cemetery and furnish such information regarding the cemetery as the city council may from time to time require.
- F. Employ such help as shall be necessary to carry out the duties prescribed by the city ordinances and by the rules and regulations adopted by the city council.
- G. Promulgate additional regulations concerning the care, use, maintenance and government of the cemetery not in conflict herewith, as shall, from time to time, prove necessary.
- H. Any person or firm desiring to perform any work within the cemetery must first secure the approval and written permission of the city manager or representative. All settings of vases, markers and monuments, and all plantings of trees, shrubs and flowers, must be approved by the city before the work is commenced and all work shall be performed under direction of the city. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-4].

12.15.060 – Fees & Charges

The city council shall establish fees and charges for the care, use, operation, and maintenance of the cemetery from time to time by resolution. [Ord. 05-05-2009. Code 2000 § 12-3-17].

12.15.070 – Capital Improvement Fund

There is hereby established a capital improvement fund for future expansion of new burial sites and portions thereof and construction of fixtures as deemed necessary in the cemetery. There shall be deposited in the fund the portion of the burial right fees as established from time to time by resolution of the city council. The sum total of these monies deposited and interest accrued thereon shall be used solely for the purposes of capital improvement or expansion of the cemetery. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-9].

12.15.080 – Regulations Governing Access & Conduct

It is of the utmost importance that there should be strict observance of the proprieties in the cemetery. Hence, all persons within the cemetery should avoid conduct unbecoming a sacred place. The following regulations shall be enforced:

- A. No loud, boisterous or turbulent noise of any kind which is deemed undesirable or interferes with the decorum of the cemetery, or which is marked by intensity or volume of sound, will be permitted within the environs of the cemetery.
- B. No alcoholic beverages of any kind will be permitted within the environs of the cemetery.
- C. Loitering is not permitted within cemetery grounds.
- D. Peddling or soliciting the sale of any commodity within the cemetery will not be permitted.
- E. Placing of signs or notices of advertisements of any kind within the cemetery will not be permitted.
- F. Brandishing or discharging firearms within the cemetery except by any military escort accompanying a veteran's funeral or attending memorial services will not be permitted within the environs of the cemetery. [Ord. 02-17-2015A § 1; Ord. 08-19-2014B § 1; Ord. 05-05-2009. Code 2000 § 12-3-13].
- G. Traffic regulations:
 - a. It shall be unlawful to drive or park any vehicle over or across any lawn area or lot within the confines of the cemetery.
 - b. Only vehicles and equipment that have been approved by the city manager, or his representative, may traverse any lawn area.
 - c. No motorcycles will be permitted within the environs of the cemetery, except those being involved with a funeral cortege.
- H. Defacement or littering of cemetery:
 - a. It is unlawful for any person to injure, molest, deface, or otherwise damage or remove any headstone from its foundation, curbing, urn, monument, tree, shrub, flowers, funeral flowers, floral pieces, vases and containers, or any other property in the cemetery. This section shall not apply to the city manager or employees of his representatives who are performing their assigned work. This section shall not apply to

any person who is removing flowers, vases or containers which such person has placed upon a cemetery burial plot(s) or lot.

- b. It is unlawful for any person to throw or deposit in any part of the cemetery the carcass of any dead animals, meat, fish, rubbish, refuse, filth, trash, garbage, building materials, or any like substance, or any object or substance that detracts from the beauty of said cemetery.
- c. Any person(s) convicted of the above actions will be responsible for payment of the cost and expenses involved to restore the property to its original state. [Ord. 02-17-2015A § 1; Ord. 05-05-2009. Code 2000 § 12-3-14].

I. Animals in cemetery:

- a. It shall be unlawful for any person to take any animal into the cemetery or permit any animal owned or in the custody of such person to enter the cemetery, except an animal kept in the confines of a vehicle will be allowed only if such animal is retained within the confines of said vehicle, while the vehicle remains in the cemetery. [Ord. 05-05-2009. Code 2000 § 12-3-15].

12.15.090 – Sale of Burial Rights

- A. The city is hereby authorized to sell the use of burial plot(s) in the cemetery for interment purposes only and to collect all sums arising from such sale. The city shall keep a complete record of all sales, which record shall describe the location of the burial plot(s) purchased and the price paid therefor. The purchaser shall receive a receipt describing each right of use so purchased, together with the amount paid and the balance, if any. The city shall retain a duplicate copy in the cemetery receipt book.
- B. The city council may establish by resolution the burial right fee for all cemetery lots or parts thereof and may include the perpetual care fee on said lots or parts thereof.
- C. It shall be unlawful for any person to bury the remains of a deceased person in the cemetery without first paying in advance, and before the opening of the plot to be occupied, the full cost for use of said plot.
- D. A burial right certificate shall be exempt from execution, taxation or assessment for care and maintenance from and after full payment of the purchase price. Payments made pursuant to this section shall not be construed to be in payment for any cemetery services.
- E. Burial rights to any plot or lot may be transferred, conveyed, or assigned by the purchaser or certificate holder to any person. Burial rights to any plot or lot shall not be sold except to West Point City. The city hereby agrees to buy back the use of any plot or lot for the original price paid or 50 percent of the current value, whichever is greater. All transfers and conveyances must be notarized and documented with West Point City.
- F. Whenever plots or lots are transferred, or revert to the city, or become vested in the municipality for any reason, the original certificate shall be canceled, and the record shall be so changed before

new certificates are issued. A transfer fee as set forth from time to time by resolution of the city council shall be paid to the city recorder for such transaction. The city shall be the sole judge of the size of the plot or the number of plots to be sold to any person or family.

- G. No work may be performed until all fees are paid. Plots may be purchased in advance, but residential status will be determined at the time of interment based on the residential status of the deceased at the time of death, and nonresident rates may apply. All other fees must be paid at the time of interment.
- H. In the event the city or any party desires to exchange one plot(s) inside the cemetery with another plot(s), they may do so by informing the city of their desire and paying for the certificate transfer fee.
- I. The right to enlarge, reduce, replat or change the boundaries or grading of the cemetery or a section or sections, from time to time, including the right to modify or change the locations of or remove or re-grade roads, drives, walks, or any part thereof, is hereby reserved. The right to lay, maintain, operate, alter or change pipelines for sprinkling systems, drainage, etc., is also expressly reserved, as well as is the right to use cemetery property not sold to individual plot owners or plots reclaimed for cemetery purposes, including interment of the dead, or for anything necessary, incidental or convenient thereto. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-7].

12.15.100 – Interments

- A. Nothing other than human remains shall be interred within the West Point City cemetery, and no cemetery shall be established without the express written permission of the city council.
- B. Before burying human remains in the cemetery, there shall be procured from the cemetery office an interment order for the deceased person in such plot, lot, block and plat as may be designated by the responsible party. This order must be executed 48 hours prior to the scheduled funeral service.
- C. Under no circumstances will the city assume responsibility for errors in opening graves when orders are given by telephone or for any mistake occurring from want of precise and proper instructions as to the particular plot, size of grave, and location where interment is desired.
- D. Funeral directors must schedule the use of the cemetery, have the interment order signed, and have fees paid in full before arrangements with the family are concluded.
- E. No person, except the certificate holder of a lot upon which interment is to be made, shall use a plot or lot in the cemetery, without first obtaining written permission from the certificate holder of said lot, or nearest relative of the certificate holder thereof, or legal heirs, which permission shall be filed with the cemetery office.
- F. No interment of two or more bodies shall be made in one grave except in the case of a parent and child buried in one casket, two infants buried in one casket, or an urn and casket as approved by the city manager or his designee.

- G. The human remains must be delivered to the cemetery at or before 3:00 p.m. for interment if the grave is to be filled in with earth the same day.
- H. There shall be no interments on Sundays or the legal holidays of New Year's Day, Memorial Day, Independence Day, Pioneer Day, Thanksgiving Day and Christmas Day.
- I. Burial spaces are placed in rows with the head of the grave at the west and the foot of the grave at the east. The grave marker is placed at the west end of the burial space.
- J. All remains placed within a full-size casket shall be placed in a vault made of concrete, stone, or metal (copper, steel, bronze, etc.) that is twelve (12) gauge or heavier. Infant caskets and urns may be also be placed in a vault made of reinforced polyethylene material. All vaults must be sealed.
 - a. Cremated remains placed in urns made of concrete, stone, metal (copper, steel, bronze, etc.), or reinforced polyethylene material and able to be sealed are not required to be placed in a vault.
- K. The dimensions of a full-size vault must not exceed 40 inches wide x 90 inches deep x 40 inches tall (40" x 90" x 40"), unless pre-authorization is received from the city manager or his designee.
- L. Cremated remains that are placed in an urn are not required to be placed in a vault if the urn is constructed of concrete, stone, metal, reinforced polyethylene material, or substantially similar material that is pre-approved by the city manager or his designee. All urns must be sealed.
- M. A portion of the cemetery is designated for the burial of infants and urns subject to the following regulations:
 - a. All burials therein must meet the same requirements as outlined in regards to vault or urn material. All urns and vaults placed in this section must not exceed 48 inches wide x 48 inches deep x 25 inches tall (48" x 48" x 25"), unless pre-authorization is received from the city manager or his designee.
 - b. All grave markers therein must not extend above the level of the ground.
- N. No grave will be opened in the cemetery until the interment fee, burial right fee and other applicable fees, as established from time to time by resolution of the city council, are paid in full. The interment fee is solely determined by the residential status of the deceased at the time of death and not by the person(s) who assumes responsibility for paying for interment. The city may make other arrangements as approved by the city manager.
- O. Once a casket containing the human remains is within the confines of the cemetery, no funeral director nor his embalmer, assistant, employee, agent, or any other person shall be permitted to open the casket or to touch the body without the written consent of the legal representative of the deceased or any order signed by a court of competent jurisdiction.
- P. West Point City employees designated by the city manager are the only persons who will be permitted to open graves with the following exceptions:
 - a. When the cemetery is directed to make a disinterment by order of a court of competent jurisdiction and a certified copy of such order has been filed with the city.

- b. When the coroner directs the disinterment for the purpose of holding an inquest and has filed with the cemetery office his signed authorization to release the body to himself and his lawful agents. In such case, the disinterment must be made by the coroner or his lawful agents. City employees will not be permitted to assist the coroner or his agents.
- Q. The city will not be liable for the identity of the person to be interred.
- R. The city council, with the advice of the city manager, may designate a portion of the cemetery for the burial of indigents. A burial of an indigent in the cemetery must be approved and administered by current policy as set forth by Davis County in conjunction with local morticians prior to interment.
- S. Certificate holders shall not allow interments in their plots or lots in return for remuneration of any kind.
- T. Persons responsible for the deceased will have full liability for the remains of the deceased when it enters the grounds of the cemetery and will have complete charge of those remains and will cause the deceased to be lowered into the grave site. After this has been accomplished, the city will take charge of the remains and will proceed thenceforth with the closing of the grave.
- U. The city has the perpetual right of ingress and egress over any part of the cemetery burial plat areas and shall use reasonable care in protecting all existing turf, markers, monuments, grave flowers, grave decorations, trees or existing shrubbery in order to cause the opening and closing of graves with the required vehicles, equipment, tools and personnel.
- V. Saturday services will be charged an additional fee as set forth by resolution of the city council in addition to the standard interment fee.

12.15.110 – Disinterment

- A. No person shall disinter any human remains in the cemetery, except under the direction of the city manager. All disinterments shall comply with applicable state law.
- B. The order for disinterment shall include the name of the deceased, when and where born, when and where the place of death occurred, together with the name of parents and spouse, also the date of burial, as well as the name of the cemetery, with the initial letter of the plat, as well as the number of block, lot and burial plot number, and the place of destination if disinterred and transferred beyond the environs of the cemetery.
- C. If the disinterment is to be transported outside the environs of the cemetery, the cemetery office shall require a written order for disinterment together with a burial transit permit from the Davis County department of health to be executed by the certificate holder or his heirs authorizing such removal at least one week prior to the day of the disinterment.
- D. The city assumes no responsibility whatsoever for the condition of any casket or vault involved in any removal.

- E. It shall be unlawful for any person to remove the body of a person who has died of a contagious disease within two years from the date of burial unless the body has been buried in a hermetically sealed coffin, or vault, and is found to be so encased at the time of removal.
- F. Fees for disinterments will be charged according to the work involved, with a base fee established by the city council.
- G. The cemetery reserves and shall have the right to correct any errors that may be made by it either in making interments, disinterments or removals, or the description, transfer or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the cemetery office, or, in the sole discretion of the cemetery office, by refunding the amount of money paid on account of said purchase. In the event such error shall involve the disinterment of the remains of any person in such property, the cemetery reserves and shall have the right to remove or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.
- H. In the event of disinterment, the right to burial of said plot(s) reverts to the city and the value at time of purchase will be applied to re-interment, if in the West Point City cemetery. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-6].

12.15.120 – Monuments & Markers

- A. The certificate holders for spaces or relatives of the deceased person(s) buried in the cemetery may not install or remove, or cause the installation or removal of, any type of permanent marker or monument on any grave space(s) without first obtaining the approval of the city.
- B. Permanent grave markers and monuments shall either be flush with the ground or no taller than thirty-six inches (36") in height, except for the portion of the cemetery designated specifically for the burial of infants and urns. All grave markers located in the infant and urn section of the cemetery must be flush with the ground. Secondary markers must be flush with the ground.
- C. Permanent grave markers shall have and be set in a finished, grass-level cement base or apron (commonly known as a mow strip) extending outward from the outer perimeters of the stone or metal grave markers for at least six inches (6") and be at least four inches (4") in depth. The purpose of the mow strip is so that the lawn may be cut conveniently without contact to the headstone or marker.
- D. The combined length (extending north/south) of the mow strip and grave marker shall not be longer than forty-six inches (46") for a single headstone and ninety-two inches (92") for a double headstone. The combined length (extending west/east) of the mow strip and grave marker shall not be longer than forty inches (40"). At the discretion of the city manager or his representatives, headstones deemed oversized shall be moved by a monument company at the expense of the monument owner.

- E. The inscription with the name(s) of the deceased on all grave markers in the cemetery shall be inscribed so that a person may be able to read the inscription from left-to-right when facing east. Exceptions may be pre-approved by the city manager or his designee.
- F. Permanent holes in the mow strips for placement of flower vases, shepherd hooks, and similar items are allowed on the north and/or south mow strips of the grave marker. The outer edge of the hole must be within four inches (4") of the mow strip. Holes shall be flush with the ground.
- G. The installation of all permanent grave markers or monuments will be under the supervision of the city. A notice to the cemetery office by the monument company or responsible party must be made at least 24 hours prior to the installation.
- H. The outside west edge of the mow strip of all primary markers or monuments shall be inset three inches (3") from the front (east) line of the grave space. Exceptions may be pre-approved by the city manager or his designee.
- I. Temporary Markers. One temporary grave marker shall be permitted per burial plot for a maximum of six months from date of interment, or as otherwise approved by the city manager. The temporary grave marker shall not exceed eighteen (18") inches in length (extending north/south) and eighteen (18") inches in height. Temporary grave markers must be attractive and made of durable material to withstand the elements.
- J. Failure to comply with the above regulations for grave markers and monuments will justify the city in refusing the placement of said markers or monuments. Any and all costs involved with altering said markers in order to comply with the above regulations will be borne by those having ordered said markers.
- K. Before any marker or monument may be placed on any plot(s), the full purchase price for use of said plot(s) must be paid in full whether or not the plot(s) are occupied with human remains. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 10-19-2010 § 2; Ord. 05-05-2009; Ord. 01-15-2008 § 1. Code 2000 § 12-3-10].

12.15.130 – Decoration and Maintenance of Graves

- A. Decorations are subject to the following restrictions at all times:
 - 1. No person(s) shall erect a fence, coping, or corner post, or plant trees, flowers, shrubbery, hedges, or other boundary marker or obstruction upon any burial plot(s) or lot, nor grade the ground thereof. Any such obstructions in the cemetery shall be removed under the direction of the city manager. Nothing in this section shall prohibit the planting and maintaining of trees, shrubs, flowers, bushes, fences and other installations by the city manager in his official capacity. [Ord. 02-17-2015A § 1; Ord. 05-05-2009. Code 2000 § 12-3-16].
 - 2. All decorations must be within at least two inches (2") of the mow strip of the primary grave marker, with the following exceptions:

- a. Funeral flowers, floral pieces, or decorations may remain on the grave space for two (2) weeks following the interment. These be removed and discarded without notice when they become unsightly or after two (2) weeks, whichever may occur first.
3. Decorations may be placed on the secondary, flat marker that is located on a grave position the week immediately before and the week immediately after Memorial Day, Independence Day, and Veterans Day. Decorations not removed within one week following these holidays may be removed without notice at the sole discretion of cemetery officials.
4. In no case may decorations encroach onto other positions or graves.
5. Perishable food items placed on a monument or marker shall be removed within forty-eight (48) hours and may only be placed upon the monument or marker and shall not encroach onto other positions or graves.
6. Items from any food consumed in the cemetery (containers, utensils, leftovers, etc.) shall be removed immediately after consumption. Patrons should take care to honor the sanctity of the cemetery and assist in all efforts to maintain a clean and well-groomed sanctuary in respect of the loved ones interred.
7. No alcohol, cigarettes, drug paraphernalia, etc., shall be brought into the cemetery or placed upon any monument or marker.
8. Decorations may not exceed thirty-six inches (36") in height, measured from the ground to the top of the decoration, except as provided in this section.
9. Helium-filled balloons may exceed this height but may be removed at any time by city officials after forty-eight (48) hours.
10. A total of two shepherd's hooks may be placed on the north and/or south of the grave marker but must be within two inches (2") of the mow strip. Permanent holes for shepherd's hooks may also be drilled into the north and/or south mow strips within four inches (4") of the grave marker. Shepherd's hooks are not permitted on secondary markers. Shepherd's hooks, including decorations placed thereon, may not exceed thirty-six inches (36") in height.
11. Pinwheels, shepherd's hooks and grave decorations that are inserted into the ground shall not extend over or cover any ground that is outside of the area covered by the grave marker. Solar lights are permitted if they are mounted on the concrete mow strip or placed next to the mow strip or headstone, except as prohibited during the mowing season as outlined in subsection B of this section.
12. Other decorations that utilize wires, pegs, glass, or other containers that may pose safety hazards shall not be permitted in the cemetery.
13. Arbors are not permitted. These items or similar items will be removed and discarded by cemetery officials without giving notice.
14. Artificial (dried, silk, or plastic) flowers or grave decorations and any fresh cut flowers are permitted in a sunken vase at any time but will be removed when they become unsightly or during the complete cemetery cleanings. Flower pots, baskets, holders and grave decorations

are permitted on the headstone, shepherd's hooks, or concrete border, except as prohibited in subsection B of this section.

15. At the sole discretion of cemetery officials, all items that appear unsightly or cause interference with maintenance may be removed and discarded without notice.
- B. Decorations are subject to the following restrictions during the mowing season (annually beginning April 1 and ending October 1), except as provided in subsections A(2)&(3) of this section:
1. Glass, porcelain or otherwise fragile decorations, such as solar lights, are not permitted to be placed upon any position or grave within the cemetery. If such items are placed, the city is not responsible for any damage caused and items may be removed and discarded at any time without notice.
 2. Decorations may be placed upon primary monuments or markers but may not protrude in such a manner as to interfere with the maintenance of landscaping.
 3. No decorations or items may be placed on any part of the grave other than the mow strip, monument, or marker.
 4. Any decorations placed upon the mow strip may be removed and discarded by city officials at any time and without notice if such decorations interfere with the maintenance of landscaping.
 5. Secondary, flat markers that are located on a position with a family marker may not have any decorations placed directly on them. Decorations should be placed upon the primary monument.
- C. A complete cemetery cleaning and detailing will take place twice each year on the first Thursday in May and the first Thursday in October (weather permitting). Before detailing dates, cemetery patrons should remove all decorations they do not want discarded. All grave decorations will be removed and possibly discarded by cemetery officials at that time. At the sole discretion of cemetery officials, items deemed of value will be stored for one month and released to the owner by the cemetery administrator.
- D. During the winter months, cemetery maintenance will be performed on an as-needed basis, weather permitting. Any grave decorations deemed to be unsightly by cemetery officials will be discarded at any time and without notice.
- a. All winter holiday decorations not removed within two (2) weeks following the winter holiday season (defined as ending January 2nd of each year) may be removed and discarded at the sole discretion of cemetery officials.
- E. The cemetery accepts no responsibility or liability, nor will accept any claims against it, for loss or destruction of personal property left in the cemetery, and disclaims all responsibility for loss or damage from causes beyond its reasonable control, and, especially, from damage caused by the elements, an act of God, common enemy, thieves, vandals, explosions, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 01-15-2008 § 2. Code 2000 § 12-3-11].

Chapter 12.15

CEMETERY

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12.15.010 – Definitions.

In this chapter, the following words or phrases shall have the following meanings unless the context otherwise clearly indicates:

“Block” shall mean a land area of one or more lots.

"Cemetery" shall mean any cemetery owned or maintained by the city for the purpose of receiving the remains of deceased humans for earth interments.

"Cemetery office" shall mean the main office maintained at West Point City Municipal Center.

"Cemetery visitor(s)" shall mean any person visiting or entering the cemetery grounds.

"Certificate" referred to herein shall mean burial right certificate.

"Certificate holder" is intended to mean and shall be construed to mean owner or purchaser of burial rights and privileges, or the collateral right of use of any burial plot, evidenced by a burial right certificate or by proved and recognized descent or devise from the original owner.

"City" shall mean West Point City, Utah, whether or not so designated.

"Council" or "city council" shall mean the city council of West Point City, Utah.

"Human remains" shall be construed to mean any portion relating to that of a deceased human being.

"Lot" shall apply to numbered divisions as shown on the record plat which consists of two or more plots.

"Lot marker" refers to the cement blocks approximately eight inches by eight inches by eight inches used by the cemetery and located in each corner.

"Marker" means a headstone flush with the surface of the ground or four inches high made of granite, marble, or metal substances.

"Monument" shall include a tombstone or headstone of granite, marble, or metal substances which shall extend above the surface of the ground at least 12 inches in height or higher, but not exceeding three feet in height.

"Mowing Season" shall refer to the time period of April 1st to October 1st of each year wherein weekly and/or daily landscape maintenance is completed by the city.

"Perpetual care" shall refer to the maintenance care that the city agrees to give and shall consist of care of the cemetery generally, but shall not include repairing or replacing marker or monument structures of any nature, except when the need for repair or replacement is directly caused by the city.

"Person" shall mean an individual, group, partnership, firm, corporation or association.

"Plat" shall mean a land area designated by a letter in the alphabet (namely A, B, C, D and E) that is bordered by roadways and is one or more lots.

"Plot" shall apply to a space of sufficient size to accommodate one adult interment approximately 49.5 inches by 99 inches or one infant interment approximately 28 inches by 52 inches. Baby interment should be approximately 24 inches by 24 inches. Urns should be 12 inches by 12 inches. The maximum ~~amount~~number of urns per plot is two and one headstone per plot.

"Resident" shall be defined as follows:

1. Any person who was domiciled within the corporate limits of West Point City, Utah, at the time of death, regardless of the actual place of death.

2. Any person owning real property within the corporate limits of West Point City, Utah, at the time of death, regardless of the residence or domicile of such person.
3. Any person who was a legal resident of West Point City, Utah, at the time of death, regardless of domicile.
4. Any person who was formerly domiciled within the corporate limits of West Point City, Utah, immediately prior to moving from the city for the purpose of becoming domiciled in any facility for the purpose of receiving medical or residential care.

“Responsible party” shall refer to any person selected by the family of the deceased to act in its behalf and can include the heir apparent, religious leader, mortician, funeral director, or any other person the family selects in choosing graves, making available information on the deceased party, and taking full liability for the family obligations concerning the services performed on the cemetery’s property.

Words. Single words shall include the plural, and masculine words shall include the feminine and neuter. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 10-19-2010 § 1; Ord. 05-05-2009. Code 2000 § 12-3-1].

12.15.020 – Cemetery Name-

The burial ground of West Point City shall be known and designated by the name of West Point City Memorial Cemetery. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-2].

12.15.030 – Cemetery ~~sexton~~ Hours

It shall be unlawful for any person to be in the cemetery other than during hours approved by the city without the permission of the city, and the presence of any unauthorized person during such other hours shall constitute trespassing. Repealed by Ord. 06-19-2012A. [Ord. 05-05-2009. Code 2000 § 12-3-312].

12.15.040 – General Cemetery Etiquette

All visitors shall follow all rules and regulations herein in and strive to assist in West Point City’s goal of operating and maintaining a cemetery that is beautiful, dignified, and an appropriate final resting place for loved ones. Visitors are encouraged and expected to show proper respect for both the living and those interred by adhering to the following general guidelines:

- A. Do not touch any monuments or gravestones without permission and do not remove any decorations or objects placed thereupon.
- B. Children are encouraged to visit the cemetery, but parents are advised to keep them nearby and not to let them play on any of the monuments. Teaching children to have respect for any cemetery is

encouraged. While it is an important open space, a cemetery is not a playground and should not be treated as such.

- C. If a funeral is occurring, consider visiting at another time. Never block or impede funeral processions.
- D. Always strive to be respectful by keeping voices low and avoiding bad language; people may be within earshot seeking solace. Do not talk on a cell phone, as voices tend to carry in open spaces.
- E. No loud music shall be played, including while driving or parking in the Cemetery.
- F. Do not leave trash or other such items behind. Litter shows disrespect to those who come to visit the cemetery as well as to the cemetery officials striving to maintain the cleanliness of the cemetery.
- G. Dogs and other pets are prohibited.
- H. Report incidents of vandalism or theft to the police or to the cemetery administrator.
- I. When visiting the cemetery by car, follow the roadways, watch out for pedestrians and people who may not be paying attention, drive slowly, and remain off the grass. If the lane is narrow and another car approaches, offer to move your car until they can get through.
- J. As a general rule, it is best not to approach strangers, as they may prefer to be left alone within the peace of their surroundings; of course, it is perfectly acceptable to offer help to anyone who is seemingly in need.

12.15.050 – Duties of City Manager

- A. ~~A.~~ It shall be the duty of the city manager, or his representative, (s) and designated cemetery official(s), to supervise, manage, operate, maintain and improve the cemetery in accordance with the provisions of the city ordinances and the rules and regulations adopted by the city council including but not limited to the following:
- B. ~~B.~~ Keep a true and correct plat of the cemetery showing the location of all burial plots and such other information as the city council may prescribe and shall keep or have kept such other records regarding the cemetery as the city council shall direct.
- C. ~~C.~~ Direct the layout and digging of all graves required for burial therein, to direct all removals, changes and other authorized operations.
- D. ~~D.~~ Take charge of all funeral corteges while in the environs of said cemetery and regulate all traffic within the cemetery as deemed necessary.
- E. ~~E.~~ Approve all claims chargeable against the cemetery and furnish such information regarding the cemetery as the city council may from time to time require.
- F. ~~F.~~ Employ such help as shall be necessary to carry out the duties prescribed by the city ordinances and by the rules and regulations adopted by the city council.

- G. ~~G.~~ Promulgate additional regulations concerning the care, use, maintenance and government of the cemetery not in conflict herewith, as shall, from time to time, prove necessary.
- H. ~~H.~~ Any person or firm desiring to perform any work within the cemetery must first secure the approval and written permission of the city manager or representative. All settings of vases, markers and monuments, and all plantings of trees, shrubs and flowers, must be approved by the city before the work is commenced and all work shall be performed under direction of the city. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-4].

12.15.060 – Fees & Charges

The city council shall establish fees and charges for the care, use, operation, and maintenance of the cemetery from time to time by resolution. [Ord. 05-05-2009. Code 2000 § 12-3-17].

12.15.070 – Capital Improvement Fund

There is hereby established a capital improvement fund for future expansion of new burial sites and portions thereof and construction of fixtures as deemed necessary in the cemetery. There shall be deposited in the fund the portion of the burial right fees as established from time to time by resolution of the city council. The sum total of these monies deposited and interest accrued thereon shall be used solely for the purposes of capital improvement or expansion of the cemetery. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-9].

12.15.080 – Regulations Governing Access & Conduct

It is of the utmost importance that there should be strict observance of the proprieties in the cemetery. Hence, all persons within the cemetery should avoid conduct unbecoming a sacred place. The following regulations shall be enforced:

- A. No loud, boisterous or turbulent noise of any kind which is deemed undesirable or interferes with the decorum of the cemetery, or which is marked by intensity or volume of sound, will be permitted within the environs of the cemetery.
- B. No alcoholic beverages of any kind will be permitted within the environs of the cemetery.
- C. Loitering is not permitted within cemetery grounds.
- D. Peddling or soliciting the sale of any commodity within the cemetery will not be permitted.
- E. Placing of signs or notices of advertisements of any kind within the cemetery will not be permitted.
- F. Brandishing or discharging firearms within the cemetery except by any military escort accompanying a veteran's funeral or attending memorial services will not be permitted within the environs of the cemetery. [Ord. 02-17-2015A § 1; Ord. 08-19-2014B § 1; Ord. 05-05-2009. Code 2000 § 12-3-13].

G. Traffic regulations:

- a. It shall be unlawful to drive or park any vehicle over or across any lawn area or lot within the confines of the cemetery.
- b. Only vehicles and equipment that have been approved by the city manager, or his representative, may traverse any lawn area.
- c. No motorcycles will be permitted within the environs of the cemetery, except those being involved with a funeral cortege.

H. Defacement or littering of cemetery:

- a. It is unlawful for any person to injure, molest, deface, or otherwise damage or remove any headstone from its foundation, curbing, urn, monument, tree, shrub, flowers, funeral flowers, floral pieces, vases and containers, or any other property in the cemetery. This section shall not apply to the city manager or employees of his representatives who are performing their assigned work. This section shall not apply to any person who is removing flowers, vases or containers which such person has placed upon a cemetery burial plot(s) or lot.
- b. It is unlawful for any person to throw or deposit in any part of the cemetery the carcass of any dead animals, meat, fish, rubbish, refuse, filth, trash, garbage, building materials, or any like substance, or any object or substance that detracts from the beauty of said cemetery.
- c. Any person(s) convicted of the above actions will be responsible for payment of the cost and expenses involved to restore the property to its original state. [Ord. 02-17-2015A § 1; Ord. 05-05-2009. Code 2000 § 12-3-14].

I. Animals in cemetery:

- a. It shall be unlawful for any person to take any animal into the cemetery or permit any animal owned or in the custody of such person to enter the cemetery, except an animal kept in the confines of a vehicle will be allowed only if such animal is retained within the confines of said vehicle, while the vehicle remains in the cemetery. [Ord. 05-05-2009. Code 2000 § 12-3-15].

12.15.090 – Sale of Burial Rights

- A. The city is hereby authorized to sell the use of burial plot(s) in the cemetery for interment purposes only and to collect all sums arising from such sale. The city shall keep a complete record of all sales, which record shall describe the location of the burial plot(s) purchased and the price paid therefor. The purchaser shall receive a receipt describing each right of use so purchased, together with the amount paid and the balance, if any. The city shall retain a duplicate copy in the cemetery receipt book.

- B. The city council may establish by resolution the burial right fee for all cemetery lots or parts thereof and may include the perpetual care fee on said lots or parts thereof.
- C. It shall be unlawful for any person to bury the remains of a deceased person in the cemetery without first paying in advance, and before the opening of the plot to be occupied, the full cost for use of said plot.
- D. A burial right certificate shall be exempt from execution, taxation or assessment for care and maintenance from and after full payment of the purchase price. Payments made pursuant to this section shall not be construed to be in payment for any cemetery services.
- E. Burial rights to any plot or lot may be transferred, conveyed, or assigned by the purchaser or certificate holder to any person. Burial rights to any plot or lot shall not be sold except to West Point City. The city hereby agrees to buy back the use of any plot or lot for the original price paid or 50 percent of the current value, whichever is greater. All transfers and conveyances must be notarized and documented with West Point City.
- F. Whenever plots or lots are transferred, or revert to the city, or become vested in the municipality for any reason, the original certificate shall be canceled, and the record shall be so changed before new certificates are issued. A transfer fee as set forth from time to time by resolution of the city council shall be paid to the city recorder for such transaction. The city shall be the sole judge of the size of the plot or the number of plots to be sold to any person or family.
- G. No work may be performed until all fees are paid. Plots may be purchased in advance, but residential status will be determined at the time of interment based on the residential status of the deceased at the time of death, and nonresident rates may apply. All other fees must be paid at the time of interment.
- H. In the event the city or any party desires to exchange one plot(s) inside the cemetery with another plot(s), they may do so by informing the city of their desire and paying for the certificate transfer fee.
- I. The right to enlarge, reduce, replat or change the boundaries or grading of the cemetery or a section or sections, from time to time, including the right to modify or change the locations of or remove or re-grade roads, drives, walks, or any part thereof, is hereby reserved. The right to lay, maintain, operate, alter or change pipelines for sprinkling systems, drainage, etc., is also expressly reserved, as well as is the right to use cemetery property not sold to individual plot owners or plots reclaimed for cemetery purposes, including interment of the dead, or for anything necessary, incidental or convenient thereto. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-7].

12.15.100~~050~~ – Interments.

- A. ~~A.~~ Nothing other than human remains shall be interred within the West Point City cemetery, and no cemetery shall be established without the express written permission of the city council.

- B. ~~B.~~ Before burying human remains in the cemetery, there shall be procured from the cemetery office an interment order for the deceased person in such plot, lot, block and plat as may be designated by the responsible party. This order must be executed 48 hours prior to the scheduled funeral service.
- C. ~~C.~~ Under no circumstances will the city assume responsibility for errors in opening graves when orders are given by telephone or for any mistake occurring from want of precise and proper instructions as to the particular plot, size of grave, and location where interment is desired.
- D. ~~D.~~ Funeral directors must schedule the use of the cemetery, have the interment order signed, and have fees paid in full before arrangements with the family are concluded.
- E. ~~E.~~ No person, except the certificate holder of a lot upon which interment is to be made, shall use a plot or lot in the cemetery, without first obtaining written permission from the certificate holder of said lot, or nearest relative of the certificate holder thereof, or legal heirs, which permission shall be filed with the cemetery office.
- F. ~~F.~~ No interment of two or more bodies shall be made in one grave except in the case of a parent and child ~~or buried in one casket~~, two infants buried in one casket, or an urn and casket as approved by the city manager or his designee.
- G. ~~G.~~ The human remains must be delivered to the cemetery at or before 3:00 p.m. for interment if the grave is to be filled in with earth the same day.
- H. ~~H.~~ There shall be no interments on Sundays or the legal holidays of New Year's Day, Memorial Day, Independence Day, Pioneer Day, Thanksgiving Day and Christmas Day.
- I. ~~I. It shall be unlawful for any remains to be interred in~~ Burial spaces are placed in rows with the cemetery unless head of the grave at the west and the foot of the grave at the east. The grave marker is placed at the west end of the burial space.
- J. ~~J. All remains placed within a full-size casket or urn shall be placed in a vault made of reinforced concrete, stone, or metal (copper, steel, bronze, etc.) that is twelve (12) gauge or heavier. Infant caskets and urns may be also be placed in a vault made of reinforced polyethylene material. All vaults must be sealed.~~
 - a. Cremated remains placed in urns made of concrete, stone, metal (copper, steel, bronze, etc.), or reinforced polyethylene material and able to be sealed are not required to be placed in a vault.
- K. The dimensions of a full-size vault must not exceed 40 inches wide x 90 inches deep x 40 inches tall (40" x 90" x 40"), unless pre-authorization is received from the city manager or his designee.
- L. Cremated remains that are placed in an urn are not required to be placed in a vault if the urn is constructed of concrete, stone, metal, reinforced polyethylene material, or substantially similar material that is pre-approved by the city manager or his designee. All urns must be sealed.
- M. A portion of the cemetery is designated for the burial of infants and urns subject to the following regulations:

a. All burials therein must meet the same requirements as outlined in regards to vault or urn material. All urns and vaults placed in this section must not exceed 48 inches wide x 48 inches deep x 25 inches tall (48" x 48" x 25"), unless pre-authorization is received from the city manager or his designee.

b. All grave markers therein must not extend above the level of the ground.

~~J.N.~~ ~~J.~~ No grave will be opened in the cemetery until the interment fee, burial right fee and other applicable fees, as established from time to time by resolution of the city council, are paid in full. The interment fee is solely determined by the residential status of the deceased at the time of death and not by the person(s) who assumes responsibility for paying for interment. The city may make other arrangements as ~~deemed necessary~~approved by the city manager.

~~K.O.~~ ~~K.~~ Once a casket containing the human remains is within the confines of the cemetery, no funeral director nor his embalmer, assistant, employee, agent, or any other person shall be permitted to open the casket or to touch the body without the written consent of the legal representative of the deceased or any order signed by a court of competent jurisdiction.

~~L.P.~~ ~~L.~~ West Point City employees designated by the city manager are the only persons who will be permitted to open graves with the following exceptions:

- a. ~~1.~~ When the cemetery is directed to make a disinterment by order of a court of competent jurisdiction and a certified copy of such order has been filed with the city.
- b. ~~2.~~ When the coroner directs the disinterment for the purpose of holding an inquest and has filed with the cemetery office his signed authorization to release the body to himself and his lawful agents. In such case, the disinterment must be made by the coroner or his lawful agents. City employees will not be permitted to assist the coroner or his agents.

~~M.Q.~~ ~~M.~~ The city will not be liable for the identity of the person to be interred.

~~N.R.~~ ~~N.~~ The city council, with the advice of the city manager, may designate a portion of the cemetery for the burial of indigents. A burial of an indigent in the cemetery must be approved and administered by current policy as set forth by Davis County in conjunction with local morticians prior to interment.

~~O.S.O.~~ Certificate holders shall not allow interments in their plots or lots in return for remuneration of any kind.

~~P.T.P.~~ Persons responsible for the deceased will have full liability for the remains of the deceased when it enters the grounds of the cemetery and will have complete charge of those remains and will cause the deceased to be lowered into the grave site. After this has been accomplished, the city will take charge of the remains and will proceed thenceforth with the closing of the grave.

~~Q.U.~~ ~~Q.~~ The city has the perpetual right of ingress and egress over any part of the cemetery burial plat areas and shall use reasonable care in protecting all existing turf, markers, monuments, grave flowers, grave decorations, trees or existing shrubbery in order to cause the opening and closing of graves with the required vehicles, equipment, tools and personnel.

~~R-V.R.~~ Saturday services will be charged an additional fee as set forth by resolution of the city council in addition to the standard interment fee.

~~S.~~ A portion of the cemetery is designated for the burial of infants and urns subject to the following regulations:

~~1. All burials therein must be in concrete vaults as required elsewhere in the cemetery.~~

~~a. 2. All grave markers therein must not extend above the level of the ground.~~

~~3. In the event of disinterment, the right to burial reverts to the city and the value will be applied to re-interment, if in the West Point City cemetery. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009, Code 2000 § 12-3-5].~~

12.15.060110 – Disinterment.

- A. ~~A.~~ No person shall disinter any human remains in the cemetery, except under the direction of the city manager. All disinterments shall comply with applicable state law.
- B. ~~B.~~ The order for disinterment shall include the name of the deceased, when and where born, when and where the place of death occurred, together with the name of parents and spouse, also the date of burial, as well as the name of the cemetery, with the initial letter of the plat, as well as the number of block, lot and burial plot number, and the place of destination if disinterred and transferred beyond the environs of the cemetery.
- C. ~~C.~~ If the disinterment is to be transported outside the environs of the cemetery, the cemetery office shall require a written order for disinterment together with a burial transit permit from the Davis County department of health to be executed by the certificate holder or his heirs authorizing such removal at least one week prior to the day of the disinterment.
- D. ~~D.~~ The city assumes no responsibility whatsoever for the condition of any casket or vault involved in any removal.
- E. ~~E.~~ It shall be unlawful for any person to remove the body of a person who has died of a contagious disease within two years from the date of burial unless the body has been buried in a hermetically sealed coffin, or vault, and is found to be so encased at the time of removal.
- F. ~~F.~~ Fees for disinterments will be charged according to the work involved, with a base fee established by the city council.
- G. ~~G.~~ The cemetery reserves and shall have the right to correct any errors that may be made by it either in making interments, disinterments or removals, or the description, transfer or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the cemetery office, or, in the sole discretion of the cemetery office, by refunding the amount of money paid on account of said purchase. In the event such error shall involve the disinterment of the remains of any person in such property, the cemetery reserves and shall have the

right to remove or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

- H. ~~H.~~ In the event of disinterment, the right to burial of said plot(s) reverts to the city and the value at time of purchase will be applied to re-interment, if in the West Point City cemetery. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009. Code 2000 § 12-3-6].

12.15.070 Sale of burial rights.

~~A. The city is hereby authorized to sell the use of burial plot(s) in the cemetery for interment purposes only and to collect all sums arising from such sale. The city shall keep a complete record of all sales, which record shall describe the location of the burial plot(s) purchased and the price paid therefor. The purchaser shall receive a receipt describing each right of use so purchased, together with the amount paid and the balance, if any. The city shall retain a duplicate copy in the cemetery receipt book.~~

~~B. The city council may establish by resolution the burial right fee for all cemetery lots or parts thereof and may include the perpetual care fee on said lots or parts thereof.~~

~~C. It shall be unlawful for any person to bury the remains of a deceased person in the cemetery without first paying in advance, and before the opening of the plot to be occupied, the full cost for use of said plot.~~

~~D. A burial right certificate shall be exempt from execution, taxation or assessment for care and maintenance from and after full payment of the purchase price. Payments made pursuant to this section shall not be construed to be in payment for any cemetery services.~~

~~A. ~~E.~~ Burial rights to any plot or lot may be transferred, conveyed, or assigned by the purchaser or certificate holder to any person. Burial rights to any plot or lot shall not be sold except to West Point City. The city hereby agrees to buy back the use of any plot or lot for the original price paid or 50 percent of the current value, whichever is greater. All transfers and conveyances must be notarized and documented with West Point City.~~

~~B. ~~A. F.~~ Whenever plots or lots are transferred, or revert to the city, or become vested in the municipality for any reason, the original certificate shall be canceled, and the record shall be so changed before new certificates are issued. A transfer fee as set forth from time to time by resolution of the city council shall be paid to the city recorder for such transaction. The city shall be the sole judge of the size of the plot or the number of plots to be sold to any person or family.~~

~~C. ~~A. G.~~ No work may be performed until all fees are paid. Plots may be purchased in advance, but residential status will be determined at the time of interment based on the residential status of the deceased at the time of death, and nonresident rates may apply. All other fees must be paid at the time of interment.~~

~~H. In the event the city or any party desires to exchange one plot(s) inside the cemetery with another plot(s), they may do so by informing the city of their desire and paying for the certificate transfer fee.~~

~~I. The right to enlarge, reduce, replat or change the boundaries or grading of the cemetery or a section or sections, from time to time, including the right to modify or change the locations of or remove or re-grade roads, drives, walks, or any part thereof, is hereby reserved. The right to lay, maintain, operate, alter or change pipelines for sprinkling systems, drainage, etc., is also expressly reserved, as well as is the right to use cemetery property not sold to individual plot owners or plots reclaimed for cemetery purposes, including interment of the dead, or for anything necessary, incidental or convenient thereto. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 05-05-2009, Code 2000 § 12-3-7].~~

~~12-15-080 Perpetual care.~~

~~Repealed by Ord. 05-05-2009. [Code 2000 § 12-3-8].~~

~~12-15-090 Capital improvement fund.~~

~~There is hereby established a capital improvement fund for future expansion of new burial sites and portions thereof and construction of fixtures as deemed necessary in the cemetery. There shall be deposited in the fund the portion of the burial right fees as established from time to time by resolution of the city council. The sum total of these monies deposited and interest accrued thereon shall be used solely for the purposes of capital improvement or expansion of the cemetery. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. 120 -A); Ord. 05-05-2009, Code 2000 § 12-3-9].~~

~~12-15-100 Monuments and markers & Markers~~

- A. ~~A.~~ The certificate holders for spaces or relatives of the deceased person(s) buried in the cemetery may not install or remove, or cause the installation or removal of, any type of permanent marker or monument on any grave space(s) without first obtaining the approval of the city.
- B. ~~B.~~ Permanent grave markers and monuments shall either be flush with the ground or no taller than ~~36~~thirty-six inches (~~36"~~36") in height, except for the portion of the cemetery designated specifically for the burial of infants and urns. All grave markers located in the infant and urn section of the cemetery must be flush with the ground. Secondary markers must be flush with the ground.
- C. ~~C.~~ Permanent grave markers shall have and be set in a finished, grass-level cement base or apron (commonly known as a mow strip) extending outward from the outer perimeters of the stone or metal grave markers for at least six inches, ~~(6")~~ and be at least four inches (4") in depth. The purpose of the mow strip is so that the lawn may be cut conveniently without contact to the headstone or marker.
- D. ~~D.~~ The combined length (extending north/south) of the mow strip and grave marker shall not be longer than ~~46~~forty-six inches (~~46"~~46") for a single headstone and ~~92~~ninety-two inches (~~92"~~92") for a double headstone. The combined length (extending west/east) of the mow strip and grave marker shall not be longer than ~~40~~forty inches, (~~40"~~40"). At the discretion of the city manager or his

representatives, headstones deemed oversized shall be moved by a monument company at the expense of the monument owner.

~~E. E-~~ The inscription with the name(s) of the deceased on all grave markers in the cemetery shall be ~~so~~ inscribed ~~on the stone or metal marker~~ so that a person may be able to read ~~it~~ the inscription from left-to-right when facing east. Exceptions may be pre-approved by the city manager or his designee.

~~E.F. F-~~ Permanent holes in the mow strips for placement of flower vases, shepherd hooks, and similar items are allowed on the north and/or west-south mow strips of the grave marker. The outer edge of the hole must be within four inches (4") of the mow strip. Holes shall be flush with the ground.

~~F.G. G-~~ The installation of all permanent grave markers or monuments will be under the supervision of the city. A notice to the cemetery office by the monument company or responsible party must be made at least 24 hours prior to the installation. ~~Flat headstones and monuments will be installed under the direction of the city.~~

~~G.H. H-~~ G. All permanent grave markers and monuments shall be set with The outside west edge of the ~~burial mow strip of all primary markers or monuments shall be inset three inches (3") from the front (east) line of the grave space on the marker placement line as established.~~ Exceptions may be pre-approved by the city (including mow strip) manager or his designee.

~~H.I. I-~~ Temporary Markers. One temporary grave marker shall be permitted per burial plot for a maximum of six months from date of interment, or as otherwise approved by the city manager. The temporary grave marker shall not exceed eighteen (18") inches in length (extending north/south) and eighteen (18") inches in height. Temporary grave markers must be attractive and made of durable material to withstand the elements.

~~I.J. J-~~ Failure to comply with the above regulations for grave markers and monuments will justify the city in refusing the placement of said markers or monuments. Any and all costs involved with altering said markers in order to comply with the above regulations will be borne by those having ordered said markers.

~~J.K. K-~~ Before any marker or monument may be placed on any plot(s), the full purchase price for use of said plot(s) must be paid in full whether or not the plot(s) are occupied with human remains. [Ord. 02-17-2015A § 1; Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 10-19-2010 § 2; Ord. 05-05-2009; Ord. 01-15-2008 § 1. Code 2000 § 12-3-10].

12.15.110130 – Decoration and Maintenance of Graves-

A. Decorations are subject to the following restrictions at all times:

1. No person(s) shall erect a fence, coping, or corner post, or plant trees, flowers, shrubbery, hedges, or other boundary marker or obstruction upon any burial plot(s) or lot, nor grade the ground thereof. Any such obstructions in the cemetery shall be removed under the direction of the city manager. Nothing in this section shall prohibit the planting and maintaining of trees, shrubs, flowers, bushes, fences and other installations by the city manager in his official capacity. [Ord. 02-17-2015A § 1; Ord. 05-05-2009. Code 2000 § 12-3-16].

~~A. Cemetery maintenance will be performed on an as-needed basis from April 1st to November 1st, weather permitting. Only grave decorations deemed to be unsightly or that may interfere with maintenance by the cemetery crew will be discarded as necessary. A general cemetery cleaning and detailing will take place twice a year. This detailing will happen the first Thursday in October and the first Thursday in May (weather permitting). Before detailing dates, cemetery patrons should remove any decorations they do not want discarded. Grave decorations will be discarded by the cemetery crew at that time. Items deemed of value will be stored for one month.~~

~~B. During the winter months, cemetery maintenance will be performed on an as-needed basis, weather permitting. All grave decorations deemed to be unsightly by the cemetery crew will be discarded at that time.~~

2. ~~C.~~ All decorations must be within at least two inches (2") of the mow strip of the primary grave marker, with the following exceptions:

a. Funeral flowers, floral pieces, or decorations may remain on the grave space for two (2) weeks following the interment. These be removed and discarded without notice when they become unsightly or after two (2) weeks, whichever may occur first.

3. Decorations may be placed on the secondary, flat marker that is located on a grave position the week immediately before and the week immediately after Memorial Day, Independence Day, and Veterans Day. Decorations not removed within one week following these holidays may be removed without notice at the sole discretion of cemetery officials.

4. In no case may decorations encroach onto other positions or graves.

5. Perishable food items placed on a monument or marker shall be removed within forty-eight (48) hours and may only be placed upon the monument or marker and shall not encroach onto other positions or graves.

6. Items from any food consumed in the cemetery (containers, utensils, leftovers, etc.) shall be removed immediately after consumption. Patrons should take care to honor the sanctity of the cemetery and assist in all efforts to maintain a clean and well-groomed sanctuary in respect of the loved ones interred.

7. No alcohol, cigarettes, drug paraphernalia, etc., shall be brought into the cemetery or placed upon any monument or marker.

8. Decorations may not exceed thirty-six inches (36") in height, measured from the ground to the top of the decoration, except as provided in this section.

9. Helium-filled balloons may exceed this height but may be removed at any time by city officials after forty-eight (48) hours.

10. A total of two shepherd's hooks may be placed on the north and/or south of the grave marker but must be within two inches (2") of the mow strip. Permanent holes for shepherd's hooks may also be drilled into the north and/or south mow strips within four inches (4") of the grave marker. Shepherd's hooks are not permitted on secondary markers. Shepherd's hooks, including decorations placed thereon, may not exceed thirty-six inches (36") in height.

~~1-11.~~ Pinwheels, shepherd's hooks and grave decorations that are inserted into the ground shall not extend over or cover any ground that is outside of the area covered by the grave marker. Solar lights are permitted if they are mounted on the concrete mow strip or placed next to the mow strip or headstone. ~~Other decorations that utilize wires, pegs, glass or other containers that may pose safety hazards shall not be permitted in the cemetery. Arbors are not permitted, as well as shepherd's hooks over three feet high. These items or similar items will be removed by cemetery employees without giving notice, except as prohibited during the mowing season as outlined in subsection B of this section.~~

~~12. D. Funeral flowers and floral pieces or Other decorations that utilize wires, pegs, glass, or other containers that may pose safety hazards shall not be permitted in the cemetery.~~

~~2-13.~~ Arbors are not permitted. These items or similar items will be removed and discarded by cemetery officials without giving notice ~~when they become unsightly or after two weeks, whichever may occur first.~~

~~3-14.~~ ~~E-~~ Artificial (dried, silk, or plastic) flowers or grave decorations and any fresh cut flowers are permitted in a sunken vase at any time but will be removed when they become unsightly or during the ~~fall and spring complete~~ cemetery ~~maintenance cleanings~~. Flower pots, baskets, holders and grave decorations are permitted on the headstone, shepherd's hooks, or concrete border. ~~No decorations are permitted on the grass except for funerals, Memorial Day, and the winter holiday season, except as prohibited in subsection B of this section.~~

~~F. All holiday decorations must be removed within two weeks following a holiday. If holiday decorations are not removed within two weeks they may be removed and discarded at the city's discretion.~~

~~15. G- At the sole discretion of cemetery officials, all items that appear unsightly or cause interference with maintenance may be removed and discarded without notice.~~

B. Decorations are subject to the following restrictions during the mowing season (annually beginning April 1 and ending October 1), except as provided in subsections A(2)&(3) of this section:

1. Glass, porcelain or otherwise fragile decorations, such as solar lights, are not permitted to be placed upon any position or grave within the cemetery. If such items are placed, the city is not responsible for any damage caused and items may be removed and discarded at any time without notice.
2. Decorations may be placed upon primary monuments or markers but may not protrude in such a manner as to interfere with the maintenance of landscaping.
3. No decorations or items may be placed on any part of the grave other than the mow strip, monument, or marker.
4. Any decorations placed upon the mow strip may be removed and discarded by city officials at any time and without notice if such decorations interfere with the maintenance of landscaping.
5. Secondary, flat markers that are located on a position with a family marker may not have any decorations placed directly on them. Decorations should be placed upon the primary monument.

C. A complete cemetery cleaning and detailing will take place twice each year on the first Thursday in May and the first Thursday in October (weather permitting). Before detailing dates, cemetery patrons should remove all decorations they do not want discarded. All grave decorations will be removed and possibly discarded by cemetery officials at that time. At the sole discretion of cemetery officials, items deemed of value will be stored for one month and released to the owner by the cemetery administrator.

D. During the winter months, cemetery maintenance will be performed on an as-needed basis, weather permitting. Any grave decorations deemed to be unsightly by cemetery officials will be discarded at any time and without notice.

a. All winter holiday decorations not removed within two (2) weeks following the winter holiday season (defined as ending January 2nd of each year) may be removed and discarded at the sole discretion of cemetery officials.

A-E. The cemetery accepts no responsibility or liability, nor will accept any claims against it, for loss or destruction of personal property left in the cemetery, and disclaims all responsibility for loss or damage from causes beyond its reasonable control, and, especially, from damage caused by the elements, an act of God, common enemy, thieves, vandals, explosions, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided. [Ord. 08-06-2013B § 1 (Exh. A); Ord. 06-19-2012A § 1 (Exh. A); Ord. 01-15-2008 § 2. Code 2000 § 12-3-11].

12.15.120 Cemetery hours.

~~It shall be unlawful for any person to be in the cemetery other than during hours approved by the city without the permission of the city, and the presence of any unauthorized person during such other hours shall constitute trespassing. [Ord. 05-05-2009. Code 2000 § 12-3-12].~~

12.15.130 Traffic and safety regulations.

~~A. It shall be unlawful to drive or park any vehicle over or across any lawn area or lot within the confines of the cemetery.~~

~~a. B. Only vehicles and equipment that have been approved by the city manager, or his representative, may traverse any lawn area.~~

~~C. Because cemetery ground is devoted to interment and repose of the dead, strict observance of decorum due such a place shall be required of all persons.~~

~~D. No motorcycles will be permitted within the environs of the cemetery, except those being involved with a funeral cortege.~~

~~E. It is of the utmost importance that there should be strict observance of the proprieties in the cemetery. Hence, all persons within the cemetery should avoid conduct unbecoming a sacred place.~~

- ~~1. No loud, boisterous or turbulent noise of any kind which is deemed undesirable or interferes with the decorum of the cemetery, or which is marked by intensity or volume of sound, will be permitted within the environs of the cemetery.~~
- ~~2. No alcoholic beverages of any kind will be permitted within the environs of the cemetery.~~
- ~~3. No idling or loafing on the grounds or in any of the buildings will be permitted within the environs of the cemetery.~~
- ~~4. The bringing of lunches or refreshments into the cemetery or consuming them on the grounds will not be permitted within the environs of the cemetery.~~
- ~~5. Peddling or soliciting the sale of any commodity within the cemetery will not be permitted.~~
- ~~6. Placing of signs or notices of advertisements of any kind within the cemetery will not be permitted.~~
- ~~7. Brandishing or discharging firearms within the cemetery except by any military escort accompanying a veteran's funeral or attending memorial services will not be permitted within the environs of the cemetery. [Ord. 02-17-2015A § 1; Ord. 08-19-2014B § 1; Ord. 05-05-2009. Code 2000 § 12-3-13].~~

12.15.140 Defacement or littering of cemetery.

- ~~b.a. A. It is unlawful for any person to injure, molest, deface, or otherwise damage or remove any headstone from its foundation, curbing, urn, monument, tree, shrub, flowers, funeral flowers, floral pieces, vases and containers, or any other property in the cemetery. This section shall not apply to the city manager or employees of his representatives who are performing their assigned work. This section shall not apply to any person who is removing flowers, vases or containers which such person has placed upon a cemetery burial plot(s) or lot.~~
- ~~c.a. B. It is unlawful for any person to throw or deposit in any part of the cemetery the carcass of any dead animals, meat, fish, rubbish, refuse, filth, trash, garbage, building materials, or any like substance, or any object or substance that detracts from the beauty of said cemetery.~~
- ~~d.a. C. Any person(s) convicted of the above actions will be responsible for payment of the cost and expenses involved to restore the property to its original state. [Ord. 02-17-2015A § 1; Ord. 05-05-2009. Code 2000 § 12-3-14].~~

12.15.150 Animals in cemetery.

- ~~e.a. It shall be unlawful for any person to take any animal into the cemetery or permit any animal owned or in the custody of such person to enter the cemetery, except an animal kept in the confines of a vehicle will be allowed only if such animal is retained within the~~

~~confines of said vehicle, while the vehicle remains in the cemetery. [Ord. 05-05-2009, Code 2000 § 12-3-15].~~

~~12.15.160 Erecting of fences, or copings, or planting of trees, hedges, etc., prohibited.~~

~~4.1. No person(s) shall erect a fence, coping, or corner post, or plant trees, flowers, shrubbery, hedges, or other boundary marker or obstruction upon any burial plot(s) or lot, nor grade the ground thereof. Any such obstructions in the cemetery shall be removed under the direction of the city manager. Nothing in this section shall prohibit the planting and maintaining of trees, shrubs, flowers, bushes, fences and other installations by the city manager in his official capacity. [Ord. 02-17-2015A § 1; Ord. 05-05-2009, Code 2000 § 12-3-16].~~

~~12.15.170 Fees and charges.~~

~~The city council shall establish fees and charges for the care, use, operation, and maintenance of the cemetery from time to time by resolution. [Ord. 05-05-2009, Code 2000 § 12-3-17].~~