

Town of Leeds

Agenda Town of Leeds Town Council Wednesday, November 10, 2021

PUBLIC NOTICE is hereby given that the Town of Leeds Town Council will hold a **PUBLIC MEETING** on Wednesday, November 10, 2021 at 7:00 PM at Leeds Town Hall, 218 N. Main Street, Leeds, UT 84746.

If you are interested in participating remotely via Zoom, please contact Town Hall at 879-2447 or email Clerk@LeedsTown.org for the Zoom details.

Regular Meeting 7:00pm.

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Declaration of Abstentions or Conflicts
4. Consent Agenda:
 - a. Tonight's Agenda
5. Citizen Comments: No action may be taken on a matter raised under this agenda item. (Three minutes per person).
6. Announcements:
 - a. Results of the 2021 Municipal Election Canvass Held at 6:30pm on Wednesday, November 10, 2021
 - b. Dumpster Days, December 10-12, 2021, Dumpsters Located on Cherry Lane
7. Public Hearing: None
8. Action Items:
 - a. Discussion and Possible Action Regarding Final Leeds CARES Grant Awards
9. Discussion Items:
 - a. General Plan and Master Transportation Plan Updates
 - b. 2021-2022 First Quarter Budget Review
10. Citizen Comments: No action may be taken on a matter raised under this agenda item. (Three minutes per person).
11. Staff Reports
12. Closed Meeting: A Closed Meeting may be held for any item identified under Utah Code section 52-4-205.
13. Adjournment

The Town of Leeds will make reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call the Leeds Town Hall at 879-2447 at least 24 hours prior to the meeting.

The Town of Leeds is an equal opportunity provider and employer.

Certificate of Posting: The undersigned Clerk/Recorder does hereby certify that the above notice was posted November 8, 2021 at these public places: **Leeds Town Hall, Leeds Post Office, the Utah Public Meeting Notice website <http://pmn.utah.gov>, and the Town of Leeds website www.leedstown.org.**


Aseneth Steed, Town Clerk/Recorder

**Town of Leeds, Utah
Municipal General Election
November 2, 2021**

Summary of Ballots Cast – 632 Active Registered Voters

	Votes	Additional	Turnout
Unofficial Election Night 11/02/2021	342	0	54.11%
Supplemental Count 11/03/2021	396	54	62.66%
Supplemental Count 11/09/2021	400	4	63.29%
Official Election Results	400	58	63.29%

By Mail Ballot Summary

Ballots Returned and Counted	400
Ballots not Counted (see below)	42
Provisionals not Counted (see below)	0
TOTAL Ballots	442

Reasons for not counting	Qty
Returned Past Deadline	9
Undeliverable	27
Ballots not CURED	6
Needs ID	0
Provisional Ballots not counted	0
<u>Totals</u>	<u>42</u>

Each voter whose ballot was not counted was notified of the reason their ballot was not counted and given instructions on how to correct the deficiency.

Provisional Ballot Summary Qty

Provisional Ballots Cast	2
Provisional Ballots Counted	2
Ballots Not Counted	<u>0</u>
Invalid	
Incomplete Application	
Already Voted	
No Proof of Residency	
No ID	

In Person Voting Qty Dixie Convention Center
 Leeds Residents 2

Town of Leeds
Municipal General Election
November 2, 2021

OFFICIAL RESULTS

Summary

STATISTICS

TOTAL

Election Day Precincts Reporting	1 of 1
Registered Voters - Total	632
Ballots Cast - Total	400
Ballots Cast - Blank	0
Voter Turnout - Total	63.29%

Town of Leeds
Municipal General Election
November 2, 2021

OFFICIAL RESULTS

Summary

Leeds Mayor

Vote For 1

	TOTAL	VOTE %
BILL HOSTER	269	68.27%
KENNETH J. HADLEY	125	31.73%
Overvotes	0	
Undervotes	6	
Contest Totals	400	

Leeds Council

Vote For 2

	TOTAL	VOTE %
DANIELLE STIRLING	283	40.90%
CODY JOHNSON	183	26.45%
RON CUNDICK	226	32.66%
Overvotes	2	
Undervotes	106	
Contest Totals	800	

Town of Leeds
Profit & Loss Budget vs. Actual
July through September 2021

	Jul - Sep 20	Jul - Sep 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
CHARGES FOR SERVICES					
Charges for Services Other					
Charges for Copies and Fax	0.00	0.00	25.00	-25.00	0.0%
GRAMA Request	0.00	0.00	50.00	-50.00	0.0%
Charges for Services Other - O	0.00	0.00	25.00	-25.00	0.0%
Total Charges for Services Other	0.00	0.00	100.00	-100.00	0.0%
Cemetery Revenue					
Burial Fees	0.00	0.00	2,000.00	-2,000.00	0.0%
Lot Sales	0.00	1,200.00	800.00	400.00	150.0%
Total Cemetery Revenue	0.00	1,200.00	2,800.00	-1,600.00	42.86%
Sanitation Revenue					
Curbside Recycling	1,899.25	2,009.30	7,700.00	-5,690.70	26.1%
Sanitation Revenue - Other	13,313.76	14,222.94	55,000.00	-40,777.06	25.86%
Total Sanitation Revenue	15,213.01	16,232.24	62,700.00	-46,467.76	25.89%
Total CHARGES FOR SERVICES	15,213.01	17,432.24	65,600.00	-48,167.76	26.57%
CONTRIBUTIONS & TRANSFERS					
Donations/Grants					
Donations	0.00	0.00	82,080.00	-82,080.00	0.0%
Historical	0.00	0.00	0.00	0.00	0.0%
Total Donations/Grants	0.00	0.00	82,080.00	-82,080.00	0.0%
General Fund	0.00	0.00	25,710.00	-25,710.00	0.0%
Total CONTRIBUTIONS & TRANSFERS	0.00	0.00	107,790.00	-107,790.00	0.0%
IMPACT FEES INCOME					
Impact Fee Roads Income	6,590.00	1,300.00	13,180.00	-11,880.00	9.86%
Impact Fees Park Income	3,900.00	0.00	5,200.00	-5,200.00	0.0%
Total IMPACT FEES INCOME	10,490.00	1,300.00	18,380.00	-17,080.00	7.07%
INTERGOVERNMENTAL REVENUE					
Class C Road Funds	0.00	22,654.96	240,000.00	-217,345.04	9.44%
Court Fines	18,960.75	2,041.93	10,000.00	-7,958.07	20.42%
Federal Grants	5,978.23	51,660.00	0.00	51,660.00	100.0%
Leeds Area SSD 911 Fees	0.00	0.00	3,801.00	-3,801.00	0.0%
Leeds Area SSD payment	0.00	0.00	0.00	0.00	0.0%
State Grants	0.00	0.00	0.00	0.00	0.0%
1a0000 - CARES	0.00	0.00	357,291.00	-357,291.00	0.0%
State Grants - Other	0.00	0.00	70,000.00	-70,000.00	0.0%
Total State Grants	0.00	0.00	427,291.00	-427,291.00	0.0%
Total INTERGOVERNMENTAL REVENUE	24,938.98	76,356.89	681,092.00	-604,735.11	11.21%
LICENSES & PERMITS					
General Plan Amendment Appl.	0.00	0.00	0.00	0.00	0.0%
Liquor	0.00	0.00	400.00	-400.00	0.0%
Encroachment Permits	0.00	422.50	125.00	297.50	338.0%
Animal Licenses	25.00	5.00	200.00	-195.00	2.5%

Town of Leeds
Profit & Loss Budget vs. Actual
July through September 2021

	Jul - Sep 20	Jul - Sep 21	Budget	\$ Over Budget	% of Budget
Building Inspection Fees	0.00	700.00	200.00	500.00	350.0%
Building Permits	11,517.31	7,688.41	10,000.00	-2,311.59	76.88%
Business Licenses	105.00	0.00	600.00	-600.00	0.0%
Conditional Use Permits	100.00	0.00	100.00	-100.00	0.0%
Developments Fees	0.00	0.00	0.00	0.00	0.0%
Misc. Licenses, Permits & Fees	0.00	210.00	0.00	210.00	100.0%
Subdivision Applications	0.00	1,550.00	0.00	1,550.00	100.0%
Zone Change Applications	0.00	0.00	0.00	0.00	0.0%
LICENSES & PERMITS - Other	550.00	0.00	0.00	0.00	0.0%
Total LICENSES & PERMITS	12,297.31	10,575.91	11,625.00	-1,049.09	90.98%
MISC. REVENUE					
Miscellaneous Revenue Other					
Returned Check Fees	0.00	0.00	50.00	-50.00	0.0%
Miscellaneous Revenue Other	0.00	0.00	0.00	0.00	0.0%
Total Miscellaneous Revenue Other	0.00	0.00	50.00	-50.00	0.0%
Interest Earnings on accounts					
Interest Income Parks Fund	59.30	3.01	175.00	-171.99	1.72%
Interest Income Roads Fund	94.63	7.04	225.00	-217.96	3.13%
Interest Capital Imp Fund	181.75	58.97	425.00	-366.03	13.88%
Interest Inc Public Safety Fund	4.73	0.15	12.00	-11.85	1.25%
Interest Income General Fund	1,012.26	803.56	2,500.00	-1,696.44	32.14%
Interest Income Other	0.00	0.00	3.00	-3.00	0.0%
Interest Income Historical Fund	1.47	0.82	625.00	-624.18	0.13%
Interest Income Roads B&C Fund	230.25	246.41	90.00	156.41	273.79%
Interest Inc Sidewalks & Gutters	27.74	15.39	1,500.00	-1,484.61	1.03%
Interest Earnings on accounts	40.04	190.56	0.00	190.56	100.0%
Total Interest Earnings on accounts	1,652.17	1,325.91	5,555.00	-4,229.09	23.87%
Rents & Concessions					
4th July Revenues	0.00	708.00	1,000.00	-292.00	70.8%
Rent and Deposit on Pavilion	0.00	0.00	750.00	-750.00	0.0%
Wild West Days in Leeds	0.00	0.00	0.00	0.00	0.0%
Rents & Concessions - Other	0.00	0.00	0.00	0.00	0.0%
Total Rents & Concessions	0.00	708.00	1,750.00	-1,042.00	40.46%
Total MISC. REVENUE	1,652.17	2,033.91	7,355.00	-5,321.09	27.65%
Tax Revenues					
Property and RAP Tax Revenues					
Prior Years' Taxes - Delinquent	244.65	238.95	1,000.00	-761.05	23.9%
Penalties	13.17	13.43	10.00	3.43	134.3%
Interest on taxes	4.94	0.00	5.00	-5.00	0.0%
Gen. Sales & Use Taxes	38,468.85	44,919.89	122,151.00	-77,231.11	36.77%
Gen. Property Taxes - Current	650.87	536.01	67,490.00	-66,953.99	0.79%
Fee-in-Lieu of Property Taxes	1,100.13	2,196.96	3,200.00	-1,003.04	68.66%
RAP Taxes	4,445.72	4,771.18	14,000.00	-9,228.82	34.08%
Property and RAP Tax Revenue	0.00	0.00	0.00	0.00	0.0%

Town of Leeds

Profit & Loss Budget vs. Actual

July through September 2021

	Jul - Sep 20	Jul - Sep 21	Budget	\$ Over Budget	% of Budget
Total Property and RAP Tax Revent	44,928.33	52,676.42	207,856.00	-155,179.58	25.34%
Franchise Taxes					
Municipal Energy Tax	12,021.81	13,565.20	40,000.00	-26,434.80	33.91%
Municipal Telecom License Ta	1,384.42	372.98	4,000.00	-3,627.02	9.33%
Franchise Taxes - Other	1,251.78	0.00	0.00	0.00	0.0%
Total Franchise Taxes	14,658.01	13,938.18	44,000.00	-30,061.82	31.68%
Total Tax Revenues	59,586.34	66,614.60	251,856.00	-185,241.40	26.45%
Total Income	124,177.81	174,313.55	1,143,698.00	-969,384.45	15.24%
Cost of Goods Sold					
50000 · Cost of Goods Sold	0.00	0.00	8,000.00	-8,000.00	0.0%
Total COGS	0.00	0.00	8,000.00	-8,000.00	0.0%
Gross Profit	124,177.81	174,313.55	1,135,698.00	-961,384.45	15.35%
Expense					
CULTURE & RECREATION EXPENSE					
4th July fireworks	0.00	0.00	2,500.00	-2,500.00	0.0%
Beautification project	0.00	0.00	0.00	0.00	0.0%
Cemetery Expenses					
Cemetary Water Expense	120.00	120.00	480.00	-360.00	25.0%
Lot buy-back	0.00	0.00	0.00	0.00	0.0%
Open/close grave	0.00	0.00	2,000.00	-2,000.00	0.0%
Cemetery Expenses - Other	0.00	0.00	250.00	-250.00	0.0%
Total Cemetery Expenses	120.00	120.00	2,730.00	-2,610.00	4.4%
Culture & Recreation Costs					
Community Celebrations	0.00	523.70	0.00	523.70	100.0%
Refund back on Peach Pavillo	25.00	0.00	150.00	-150.00	0.0%
Wild West Days	0.00	0.00	0.00	0.00	0.0%
Easter	0.00	0.00	300.00	-300.00	0.0%
Princess Pageant	0.00	0.00	1,000.00	-1,000.00	0.0%
Washington Co Fair	0.00	0.00	1,300.00	-1,300.00	0.0%
Total Culture & Recreation Costs	25.00	523.70	2,750.00	-2,226.30	19.04%
Total CULTURE & RECREATION EXPEN	145.00	643.70	7,980.00	-7,336.30	8.07%
GENERAL GOVERNMENT EXPENSES					
Administration					
Administration General					
LASSD BOND	0.00	0.00	0.00	0.00	0.0%
Liability Insurance & Bond	0.00	0.00	20,000.00	-20,000.00	0.0%
Planning & Zoning	0.00	0.00	2,000.00	-2,000.00	0.0%
Materials	0.00	0.00	0.00	0.00	0.0%
Dues & Subscriptions	334.17	133.05	2,000.00	-1,866.95	6.65%
Building Maintenance	263.08	0.00	23,000.00	-23,000.00	0.0%
Bldg Permit Surcharge Fe	0.00	0.00	0.00	0.00	0.0%
Banking Fees	0.00	0.00	100.00	-100.00	0.0%
Power	801.36	973.87	3,600.00	-2,626.13	27.05%
Gas	21.58	21.48	750.00	-728.52	2.86%

Town of Leeds

Profit & Loss Budget vs. Actual

July through September 2021

	Jul - Sep 20	Jul - Sep 21	Budget	\$ Over Budget	% of Budget
Water-Admin	120.00	201.04	480.00	-278.96	41.88%
Phone	719.42	769.88	3,000.00	-2,230.12	25.66%
Travel & Training	0.00	0.00	3,000.00	-3,000.00	0.0%
Administration General - C	0.00	0.00	3,801.00	-3,801.00	0.0%
Total Administration General	2,259.61	2,099.32	61,731.00	-59,631.68	3.4%
Admin Office Supplies					
Postage/Shipping	348.80	492.75	1,200.00	-707.25	41.06%
Admin Office Supplies - O	499.99	506.73	5,000.00	-4,493.27	10.14%
Total Admin Office Supplies	848.79	999.48	6,200.00	-5,200.52	16.12%
4142 - Admin Wages					
Unemployment Insurance	297.24	0.00	1,200.00	-1,200.00	0.0%
Admin Wages	0.00	0.00	0.00	0.00	0.0%
Employee Benefits	0.00	0.00	12,000.00	-12,000.00	0.0%
Payroll Expense	0.00	102.31	0.00	102.31	100.0%
Payroll Processing	210.00	810.92	1,000.00	-189.08	81.09%
Payroll taxes	1,616.99	911.92	6,750.00	-5,838.08	13.51%
4142 - Admin Wages - Oth	10,478.12	6,669.00	65,450.00	-58,781.00	10.19%
Total 4142 - Admin Wages	12,602.35	8,494.15	86,400.00	-77,905.85	9.83%
Total Administration	15,710.75	11,592.95	154,331.00	-142,738.05	7.51%
Legislative					
Codification	0.00	0.00	7,200.00	-7,200.00	0.0%
Dues and Subscriptions	0.00	0.00	3,750.00	-3,750.00	0.0%
Total Legislative	0.00	0.00	10,950.00	-10,950.00	0.0%
Professional Services General					
Professional Services Admin					
Planner	1,680.00	1,560.00	9,000.00	-7,440.00	17.33%
Computer Technology	182.73	227.68	4,500.00	-4,272.32	5.06%
Information Technology	234.00	113.85	4,000.00	-3,886.15	2.85%
Engineering	365.00	1,709.50	7,000.00	-5,290.50	24.42%
Building Inspections	2,170.00	1,150.00	7,000.00	-5,850.00	16.43%
Accounting	0.00	0.00	900.00	-900.00	0.0%
Total Professional Services Ad	4,631.73	4,761.03	32,400.00	-27,638.97	14.7%
Professional Services					
Public & Legal Notices-Ge	226.22	24.41	2,000.00	-1,975.59	1.22%
Legal					
Prosecutor-Public Del	1,250.00	2,537.00	10,000.00	-7,463.00	25.37%
Legal - Other	7,471.06	2,487.50	30,000.00	-27,512.50	8.29%
Total Legal	8,721.06	5,024.50	40,000.00	-34,975.50	12.56%
General Plan	0.00	0.00	76,000.00	-76,000.00	0.0%
Audit	0.00	0.00	5,000.00	-5,000.00	0.0%
Elections	0.00	0.00	2,000.00	-2,000.00	0.0%
Professional Services - Ot	0.00	0.00	0.00	0.00	0.0%
Total Professional Services	8,947.28	5,048.91	125,000.00	-119,951.09	4.04%
Total Professional Services Genera	13,579.01	9,809.94	157,400.00	-147,590.06	6.23%

Town of Leeds
Profit & Loss Budget vs. Actual
July through September 2021

	Jul - Sep 20	Jul - Sep 21	Budget	\$ Over Budget	% of Budget
Total GENERAL GOVERNMENT EXPENSE	29,289.76	21,402.89	322,681.00	-301,278.11	6.63%
HIGHWAYS & STREETS					
Class B & C Road Funds	0.00	0.00	200,000.00	-200,000.00	0.0%
Equipment	0.00	0.00	6,000.00	-6,000.00	0.0%
Fuel for Truck	275.50	287.90	1,300.00	-1,012.10	22.15%
Main Street Project	0.00	0.00	342,000.00	-342,000.00	0.0%
Repair & Maintenance	221.18	879.30	15,000.00	-14,120.70	5.86%
Utilities Street Lights	1,171.07	1,146.57	5,000.00	-3,853.43	22.93%
4401 · Highway & Street Wages	3,040.00	4,510.87	14,000.00	-9,489.13	32.22%
Total HIGHWAYS & STREETS	4,707.75	6,824.64	583,300.00	-576,475.36	1.17%
Parks/Public Works					
TreeCityUSA	0.00	0.00	1,786.00	-1,786.00	0.0%
Building repairs/maintenance	0.00	144.14	1,000.00	-855.86	14.41%
Park Equipment					
CARES	0.00	0.00	97,871.00	-97,871.00	0.0%
Park Equipment - Other	603.31	0.00	1,500.00	-1,500.00	0.0%
Total Park Equipment	603.31	0.00	99,371.00	-99,371.00	0.0%
Park improvements	0.00	0.00	10,000.00	-10,000.00	0.0%
Park Maintenance	440.18	727.91	3,000.00	-2,272.09	24.26%
Shop Repairs/Maintenance	0.00	0.00	750.00	-750.00	0.0%
Silver Reef Highlands Park	0.00	0.00	0.00	0.00	0.0%
Truck Fuel & Maintenance	0.00	0.00	0.00	0.00	0.0%
Water & Utilities	120.00	40.00	900.00	-860.00	4.44%
4601 · Public Works Wages	7,619.00	6,436.13	32,500.00	-26,063.87	19.8%
Parks/Public Works - Other	0.00	80.00			
Total Parks/Public Works	8,782.49	7,428.18	149,307.00	-141,878.82	4.98%
SANITATION EXPENSE					
Dumpster	349.50	279.96	2,000.00	-1,720.04	14.0%
BluCan- Recyclable	1,790.46	1,934.01	7,500.00	-5,565.99	25.79%
Garbage	11,306.10	12,041.30	49,000.00	-36,958.70	24.57%
Total SANITATION EXPENSE	13,446.06	14,255.27	58,500.00	-44,244.73	24.37%
Total Expense	56,371.06	50,554.68	1,121,768.00	-1,071,213.32	4.51%
Net Ordinary Income	67,806.75	123,758.87	13,930.00	109,828.87	888.43%
Net Income	67,806.75	123,758.87	13,930.00	109,828.87	888.43%