



CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
May 09, 2023 - POLICY SESSION

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

55 South State Street
Third Floor
Clearfield, Utah

7:00 P.M. POLICY SESSION

CALL TO ORDER:

Mayor Pro Tem Roper

OPENING CEREMONY:

Pledge of Allegiance

Solemn Moment of Reflection

Councilmember Phipps

APPROVAL OF MINUTES:

June 28, 2022 – Joint Work Session

July 7, 2022 – Work Session

April 11, 2023 – Policy Session

PUBLIC HEARINGS:

1. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE FISCAL YEAR 2024 TENTATIVE BUDGET**

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

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

2. **OPEN COMMENT PERIOD**

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

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

3. CONSIDER APPROVAL OF AN AGREEMENT GRANTING AN ELECTRIC UTILITY FRANCHISE AND GENERAL UTILITY EASEMENT TO ROCKY MOUNTAIN POWER

BACKGROUND: In order to provide electrical services to the City it is essential to have an Electric Utility Franchise and General Utility Easement. The “Franchise Easement Agreement” regulates the power facilities within public rights-of-ways and grants Rocky Mountain Power general utility easements for the use of their utility infrastructure. The City has an existing Franchise Easement Agreement with Rocky Mountain Power that is expiring. The approval of this agreement would allow the City and Rocky Mountain Power to enter into another 10 year agreement with an automatic renewal of up to 10 more years if both parties are still in agreement with the original terms of the agreement.

RECOMMENDATION: Approve the agreement granting Rocky Mountain Power an Electric Utility Franchise and General Utility Easement and authorize the Mayor’s signature to any necessary documents.

4. CONSIDER APPROVAL OF THE CONTRACT MODIFICATION FOR GENEVA ROCK PRODUCTS FOR THE CLEARFIELD STATION TRANSIT-ORIENTED DEVELOPMENT CONSTRUCTION PROJECT

BACKGROUND: At the initial bid opening for the TOD infrastructure construction contract, the low bid was for a total of \$25,935,420.75 from Geneva Rock Products with \$15 million budgeted. The project was divided into two phases and the City entered into a contract with Geneva for \$18,892,869.80 for the first phase. With the addition of money from the Governor’s Office of Economic Opportunity (\$4 M) and the Davis County 3rd Quarter Sales Tax (\$6.5 M), the original contract requires modification by increasing the scope and price by \$9,170,487.29. The cost of the modification and original contract is naturally higher than the original bid due to time passed since the bid (1.5 years), inflation, and unforeseen issues in construction.

RECOMMENDATION: Approve the contract modification for Geneva Rock Products for the Clearfield Station transit-oriented development construction project and authorize the Mayor’s signature to any necessary documents.

5. CONSIDER APPROVAL OF THE FISCAL YEAR 2024 TENTATIVE BUDGET

RECOMMENDATION: Approve the Fiscal Year 2024 Tentative Budget and authorize the Chair’s signature to any necessary documents.

6. CONSIDER APPROVAL OF RESOLUTION 2023R-04 APPROVING THE POLLING LOCATION AND VOTE CENTERS FOR THE MUNICIPAL ELECTIONS ON AUGUST 15, 2023 AND NOVEMBER 7, 2023

BACKGROUND: The City will be holding municipal elections for three city council positions this year. Utah Code Annotated § 20A-5-403 and § 20A-3a-703 requires the election officer to designate the polling location and vote centers at least 90 days prior to an election with the governing bodies approval. Davis County desires to be consistent in identifying polling locations and vote centers each year so there will be less voter confusion.

RECOMMENDATION: Approve Resolution 2023R-04 approving the polling location and vote centers for the Municipal Elections on August 15, 2023 and November 7, 2023, and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF THE 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

BACKGROUND: A public hearing was held on April 25, 2023, regarding the 2023-2024 Community Development Block Grant (CDBG) One-Year Action Plan . The Council closed the public hearing and tabled consideration of approving the plan pending further review.

RECOMMENDATION: Approve the 2023-2024 Community Development Block Grant (CDBG) One-Year Action Plan and authorize the Mayor’s signature to any necessary documents.

COMMUNICATION ITEMS:

- A. Mayor's Report
- B. City Council's Reports
- C. City Manager's Report
- D. Staffs’ Reports

*****ADJOURN AS THE CITY COUNCIL*****

Dated this 4th day of May, 2023

/s/Chersty Titensor, Deputy City Recorder

The City of Clearfield, in accordance with the ‘Americans with Disabilities Act’ provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 801-525-2714, giving her 48-hour notice.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. JOINT CITY COUNCIL AND PLANNING COMMISSION WORK SESSION
June 28, 2022

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Tim Roper	Mayor Pro Tem
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Karece Thompson	Councilmember
EXCUSED:	Mark Shepherd	Mayor
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Nancy Dean	City Recorder

PLANNING COMMISSION MEMBERS: Megan Ratchford, Brogan Fullmer, Chris Uccardi, Robert Browning, David Bloomfield, Lauren DeSpain, Chad Mortensen, Kathryn Murray,

VISITORS: Todd Weiler, Chuck Cowley

Tim Roper, Mayor Pro Tem, excused Mayor Shepherd from the meeting and welcomed the group to the discussion on the Lakeside Square development agreement and asked all present to introduce themselves. Mayor Pro Tem Roper asked to keep comments focused on the matter at hand and encouraged healthy discussion as they represent what would be best for Clearfield City.

DISCUSSION ON THE LAKESIDE SQUARE DEVELOPMENT AGREEMENT FOR PROPERTY LOCATED AT APPROXIMATELY 440 SOUTH STATE STREET

Brad McIlrath, Senior Planner, presented information regarding the non-contractual Memorandum of Understanding (MOU) entered into between the developer and the City in October 2021. Specifically, modifications from the Downtown Form Based Code (FBC) were reviewed to determine which modifications were supported.

1. Street and Block Network

Mr. McIlrath explained that the street and block network image was the result of over two years of collaborative discussions with the Utah Department of Transportation (UDOT) regarding the treatment of SR 126. It was UDOT's intent that all left turns were to be limited to signalized intersections only, and that any other street connection to SR 126 would only be allowed to have right in/right out movements.

As part of the MOU, the City would no longer require the project's site to contain any further private or public roadways other than the new central street, known as "Waterfront Way." As outlined in the FBC, the Street and Block Network for that area of the City included a new commercial street, and connections to Marilyn Drive (north) and to 450 South or 400 East (southeast). By not providing the network, the existing residential neighborhood to the east would be limited with access to State Street from 200 South and by way of 700 South (via 800 East or 1000 East). The developer determined that the street network required pursuant to the FBC was not feasible given the intended future office park on the south side of the Lakeside Square complex and would make the office park impossible to be developed as envisioned.

Points to Consider

- MOU stated that the City no longer required the site to contain any further private or public roadways outside of Waterfront Way.
- Community circulation into the site
 - Waterfront Way would be the main point of access from State Street to Mabey Pond. There had been concerns that the pond had been hidden over the years and a desire to open it up and provide greater accessibility.
- Accessibility to Mabey Pond
 - Have another road that connected to Waterfront Way that provided greater accessibility to Mabey Pond
 - Regarding emergency response, according to a review from North Davis Fire District (NDFD) there were access points, and the District didn't have any problems with the north end of the project.
 - Residents of the development and residents of the City getting access to the development was a concern.
- UDOT restrictions

Mr. McIlrath opened the meeting for questions and several concerns were brought to light by members of the City Council and Planning Commission members:

- Councilmember Bush observed that a lot of the proposed plans depended on UDOT. Mr. McIlrath informed the group that UDOT had provided some input as to where the access point of Waterfront Way needed to go. The network was developed by staff for the FBC 2020 based upon years of work with UDOT to identify what the network should be. The City had a draft corridor agreement that needed to be finalized. The draft indicated how the City would have right-in right-out only based on certain levels of development. Councilmember Bush pointed out two streets where southbound egress would be

affected. He said his point was that the road that was signalized needed to be a City street. Mr. McIlrath said that would be discussed later in the presentation.

- Commissioner Bloomfield expressed his concern about adding traffic to the already burdened 450 South because it would direct semis to use 1000 East by Maverick. Mr. McIlrath said no matter how wide a road was made there would always be traffic backups. Mr. Bloomfield didn't want access from 450 South.
- Councilmember Phipps verified that the planned office space area in the south would need an alternate access from 450 South and pointed out there was a concept which showed access. Mr. McIlrath said the MOU pointed out parking access, but most of the access would come from Waterfront Way. JJ Allen, City Manager, pointed out that there was no vehicular way through from 450 South to Waterfront Way.
- Councilmember Peterson stated she had reservations when the MOU was discussed but had been willing to wait and see based on the unique site constraints and the compelling case for a campus-style project. Given all that UDOT had mandated regarding the traffic flow on the corridor, she thought the negative impact to the adjacent residents was significant enough to change her position on the single access point in the project for the public and expressed her opinion that additional ingress and egress and connectivity to that site was critical. She pointed out that the City had asked residents to not only hope that they would like the future outcome of the project, but take poor transit options and increased congestion in exchange for higher density.
- Mr. McIlrath addressed concerns about the impact on traffic on 1000 East if access to the development was required on 450 South. He pointed out that the proposed changes from UDOT would create an impact to traffic on 1000 East either way.
- Commissioner Uccardi pointed out the pond and park improvements were a concession to the community, but he was concerned there was no effort to address access or parking for patrons from the surrounding community as well. He called attention to the fact that the City wanted to consider Lakeside Square a city center and wanted it to become a place for residents to gather. He pointed out the proposed parking and ingress and egress as currently proposed prevented that use.
- Councilmember Thompson asked about the current requirements for Waterfront Way. Mr. McIlrath stated that Waterfront Way would be considered a commercial collector but then transition to a neighborhood connector street in the current FBC. Councilmember Thompson asked what the difference in size was between a commercial collector and neighborhood connector street. Mr. McIlrath responded a neighborhood street was approximately 57 feet wide and a commercial collector was approximately 66 feet wide, a difference of eight to ten feet.

Mayor Pro Tem Roper pointed out that even if the development had an additional street that provided access to the property, traffic would still get congested. He asked the group for ideas that would address the problem. Mr. McIlrath pointed out the developer was providing pedestrian access to Marilyn Drive. He added connecting to a narrow neighborhood street didn't make sense. He suggested there was the possibility of requiring two connections to the south – one to 400 East and another to 450 South. The City's consultant on the plan recommended having one of those connections but not both.

Councilmember Bush expressed his opinion that a connection to Marilyn Drive was important because it was another way for the people to gain access to Mabey Pond from the north. He said it would be even more important if another access was not provided on the south side of the project.

Commissioner Fullmer questioned the route for supply trucks and whether they would have enough room to access the retail spaces. He asked if that issue had been addressed during design. Mr. McIlrath stated only smaller delivery vehicles were anticipated due to the nature of the businesses expected to be located in that area. Chuck Cowley, developer, pointed out on the presentation slide where a delivery drop-off was located.

Councilmember Peterson remarked that having just been shown the plan for the streets and UDOT's plan there needed to be a secondary connection to the development on the south side. She advocated for the City not to concede any other streets other than Waterfront Way. She stated she wanted to see Waterfront Way plus a minimum of one additional street. She suggested flexibility for the location of the additional street. Councilmember Peterson expressed her opinion that the City needed to keep the neighborhood street trend for the adjacent properties because there would be a decrease in quality of transit over what they currently enjoyed with the development of the project.

Commissioner Kathryn Murray voiced her opinion that any additional street needed to be a public street. She reminded the group that the City had areas where private streets presented problems. Councilmember Bush pointed out that private streets worked in a residential subdivision because they only affected the people who lived in those neighborhoods. Mr. McIlrath explained that the developer had agreed to develop Waterfront Way to the standards of a commercial street not a residential street standard. He said the developer wanted to control the quality and needs of the street by being more responsive to sustaining a certain quality of street. Mayor Pro Tem Roper commented that a private street would also relieve the City of the maintenance burden.

Councilmember Peterson expressed her support for Waterfront Way to be a public street rather than private given the design, configuration, and network of the project. She indicated it was expected to be the key access to a public park/pond with a private component. She also noted it was proposed to be a signalized intersection, the street would have public infrastructure in it, and was planned to be the only major road in or out of the development. She expressed appreciation for the developer's willingness to build it to commercial width. Mayor Pro Tem Roper pointed out that the City did not own the west side of Mabey Pond. Councilmember Peterson restated she was in favor of a public street. Mr. McIlrath added the FBC stipulated that civic open space of five acres or greater must have 10 percent of the project dedicated to public use. It made sense that Mabey Pond would help the developer meet that requirement.

Mr. Cowley said a traffic study had been completed on the location and all the major intersections. The concern on 450 South and the number of left turns coming out of the neighborhood was relatively low. He stated the neighborhood was already managing itself by routing to a signalized intersection because the residents didn't want to make left hand turns out of 450 South.

Councilmember Phipps commented that the study was likely for current traffic patterns; however, the City's vision for the development was for it to be a community draw. There was potential for higher traffic flows to support that community draw, which was different than other residential impacts. He encouraged the group to remember that the City Council was passionate about the area becoming a civic center. He stated the consideration of whether it should be a public or private street needed to be weighed against the idea of the civic center vision rather than its current use.

JJ Allen, City Manager, provided examples in response to the private/public question that might have been familiar to the group: 1) the roundabout at Station Park in Farmington was public and the rest of the streets were private and 2) Layton Hills Mall, Ring Road was a private street. Councilmember Thompson commented that those examples helped him be more accepting of a private road. He stated he was still concerned about traffic on 450 South because it would be impacted due to the speeds of some drivers. He suggested there needed to be consideration for how the traffic was going to flow with left turns being prohibited. Councilmember Thompson asked Mr. Allen if there were any public/private agreements on the examples he provided. Mr. Allen wasn't familiar with the agreements, but in a privately owned section of Clearfield (Freeport Center), the City could not enforce traffic laws. He assumed that if the street were private, the City would not participate in law enforcement, traffic, or maintenance.

Mr. McIlrath summarized the conversation thus far on the street network:

- There appeared to be majority support for at least some street connection to the south of the development.
- There appeared to be no consensus on Waterfront Way being public or private.

Commissioner Uccardi said this was an opportunity where the City could compromise with the developer. Councilmember Phipps didn't see a compelling reason to not letting Waterfront Way be a private street. He stated he didn't like to see private streets that were not maintained properly. Councilmember Thompson recommended clarifying the maintenance expectation in some sort of agreement. Mr. McIlrath emphasized it was in the best interest of the developer to maintain the road.

Commissioner DeSpain asked whether it was possible to include a contingency that if or when the developer sold the property it would switch to a public street. Mr. McIlrath said there were always options to have things in the DA.

Mr. Cowley informed the group that the tenants looking at the south side of the development wanted to create an office campus feel and that did not include a 65 to 70 foot roadway bisecting the property. Mayor Pro Tem Roper added having a bisecting road would also take away from the walkable feel. There was a question about the location for the public parking. Mr. Cowley explained that there was another approximately 1.75 acre parcel of property that was purchased next to the pond area where there would be public parking potentially providing 8 to 12 parking spaces. In the event of larger functions during off-business hours, the parking structure for the office component could be used.

Mr. McIlrath explained staff hadn't received any concepts from developers as to how the development would connect to 450 south. Staff had preliminarily looked at the potential of a road along the westerly side of Mabey Pond, but it would require some reconfiguration.

Councilmember Bush asked about whether there would still be access to 500 East by the current office building. Mr. Cowley answered in the affirmative saying that would be how the public would get access to the 12 parking spaces. There was an access easement that Lakeside Square had as dominant tenant over the office building just to the east. Councilmember Bush pointed out that would be another access point. Mr. McIlrath clarified that it was currently only a privately owned drive access.

Councilmember Peterson noted with the acquisition of the far eastern parcel there was an opportunity for a private, narrower road, which would still allow for the buildout of the office campus while still providing access that made the area more walkable. She continued that would likely not create a concrete barrier between the pond and the office park. She envisioned greater pedestrian-oriented accessibility at slower speeds, but access would not be reduced.

Councilmember Peterson moved to adjourn the work session and reconvene in policy session at 6:57 p.m., seconded by Councilmember Bush. All voting AYE.

The joint work session reconvened 8:10 p.m.

Mr. McIlrath suggested the focus for the remainder of the meeting be the northern portion of the property currently being developed and address concerns associated with the south parcel when it was ready for development. He explained the position of staff was to review the proposal and be an advocate for the city code. He further stated the reason behind the street network was to provide vehicular and pedestrian connectivity to the civic open spaces as well as to the future signalized intersection. Staff held an advisory capacity, and any modifications would be at the Council's discretion.

Councilmember Phipps expressed his opinion that it was a priority to consider access to Mabey Pond and park for the local residents and the community in general without negatively impacting the traffic flow around the area.

Commissioner Uccardi expressed his opinion that it wasn't wise to delay a vision for the south parcel. He stated he would rather see one continuous groundwork that stipulated continued development based on reaching established parameters. He was concerned there was no master plan for the area like those established for Legend Hills and Clearfield Station. Councilmember Bush agreed and added that he didn't want the development to be a project developed in phases with a large gap between phases. He believed there needed to be some kind of skeletal concept of the overall project. Mr. McIlrath stated that Clearfield Station had zoning in place then created a master development agreement that outlined the details of development. Lakeside Square was in the FBC area, which did not require a master development plan because it already laid out the conceptual streets plan.

Councilmember Peterson agreed saying the City already had the conceptual street network. She commented that the discussion was part of determining if the City was open to something that deviated from that conceptual plan. After several months of review, her preference was to keep the UC zone for the property. She expressed her opinion there hadn't been a compelling reason to deviate from the zone or conceptual street plan presented. Mayor Pro Tem Roper commented that the MOU had identified the developer's plan for the property, and he was okay with that plan. Councilmember Peterson acknowledged the MOU, but pointed out it was non-binding. She pointed out that additional information had been provided since the MOU was entered into by the City such as UDOT's plans for State Street and the signalized intersection, the acquisition of property that made a southern access feasible, and Marilyn Drive having pedestrian only access. She expressed her opinion that the new information emphasized the need to stick with the adopted parameters of the UC zone.

Councilmember Thompson asked Mr. McIlrath to point out where the conceptual street was intended to run through the project. Mr. McIlrath responded saying there was no specific designation of where it needed to be. It was left open enough in the FBC so as a development progressed the exact location would be determined. Councilmember Thompson commented that it appeared there was no plan and no binding aspect to the conceptual street plan. JJ Allen disagreed, saying streets were master planned but it never outlined exact alignments. The street concept basically said connect these two points and how that happened was up for discussion. Councilmember Thompson commented that the developer didn't want to break up the office campus, but it appeared there was no way to avoid that.

Mr. Cowley provided an illustration of the proposed street network and explained the street layout. He stated the development group understood from the discussion with the Council last fall the street network plan was not necessary, which led to the purchase of two additional properties with cash. He was concerned that the direction of the City was changing. He emphasized the MOU could not have been clearer on that aspect.

There was discussion about the impact the changes UDOT was requiring in eliminating left turns along the corridor and how the street to the south of the development would be impacted without access to the signalized intersection at Waterfront Way from 450 South.

There was a discussion on the moral obligation to adhere to the MOU based on new information which impacted the terms of the MOU. Councilmember Peterson explained the good faith nature of an MOU and the risks accepted by both parties and how it would expectedly change as new information was received by outside agencies such as UDOT. Mr. Cowley responded that the issues with UDOT were raised in the discussion in October 2021. Mr. McIlrath stated that his job was to advocate for the code as it had been adopted. It appeared additional information and thoughts since the initial discussion had resulted in additional modifications requests from both parties. He pointed out that the need for modifications was the negative side of entering into an MOU. Councilmember Phipps expressed frustration with any suggestion it was morally inappropriate for the City to alter the understandings established in the MOU. He stated when MOUs were before the Council for consideration the Council was always told they were non-binding; otherwise, he would be asking more questions and expecting more discussion much

earlier in the process. Councilmember Thompson pointed out they were trying to identify where they can be flexible.

Councilmember Phipps stated the issue was not about whether there was a road there or not, rather can the developer meet transportation needs with the three access points. He stated it was important to the Council that the development not impede the typical traffic flow of the neighborhood. Councilmember Phipps emphasized it was not about a road; it was about solving accessibility. Mr. McIlrath pointed out that the traffic was going to continue to increase in the long term as neighborhoods in the City developed, as well as development continued in surrounding communities. He stated the City would need to face future increases in traffic. Councilmember Phipps' explained his focus was on the impact on the existing residents.

Commissioner Ratchford asked the developer about his willingness to address the concerns being voiced by the group and if there was any flexibility in the proposal. Mr. Cowley explained the efforts made by the developer to address the concerns of the City. He pointed out the access easement previously owned by Lakeside Square, which was acquired as part of the purchase of the property. He then mentioned the second access point that was provided by purchasing the YHA project property. He explained the two access points allowed an unfettered access point from north to south. He mentioned the MOU required 8 to 12 parking spaces at Mabey Pond, which were being provided. He stated the intent was to have a parking structure in place as part of Phase II of the project, which wouldn't be needed by the offices on the weekends so it would be available for public parking. He also stated the southern part of the property currently had 350 parking spaces. He provided a diagram of how parking on-site would work.

Commissioner Ratchford said the concern was how to account for what was existing traffic plus what the project would add. She stated the City needed some assurance that the developer was willing to work on that as the project progressed. Mr. Cowley explained he had weekly calls with staff to address impacts and concerns. He felt like the impact to traffic from Phase I would be centralized to State Street. He hoped to be able to centralize the added traffic from Phase II to State Street as well reducing the impact to surrounding neighborhoods. He emphasized if the parking structure was on the southern portion of the property, traffic would not be allowed easterly on 450 South. Ms. Ratchford commented that the plan to keep Phase II traffic from neighborhoods seemed conceptual. Mr. Cowley disagreed. He said it was perfectly appropriate for the City to demand traffic not route through neighborhoods. There were methodologies that would direct the traffic from the parking structure to State Street.

Commissioner Ratchford asked how close the developer was to finalizing the plan for Phase II. Mr. Cowley responded that the developer's intent was to secure some type of avionics firm to locate at the site prior to creating the conceptual plan.

Councilmember Peterson recommended understanding what connectivity the UC zone was trying to solve. She wondered if it needed to be a strict application or a concession in the development agreement. She appreciated the information from the traffic studies that had looked at impact as far as leaving the development and getting to other places in the City; however, she felt that connectivity meant the ability of the existing homes to access the community within. She

asked the group to consider if there needed to be additional connectivity as contemplated by the UC zone. Mayor Pro Tem Roper agreed with that direction.

Mr. McIlrath said the developer was under the impression a second access wasn't needed because of the language in the MOU. The developer also felt the additional access was not feasible based on the future intended office park for the southern portion of the property. Mr. Cowley asked for clarification on what more connectivity meant to the City. Mr. McIlrath said he understood it would provide better access to the pond and a connection to Waterfront Way. Commissioner Fullmer expressed his opinion that connectivity was providing residents in and around the project access to the amenities at the site, whether by car or pedestrian traffic. He said if the City desired the property to be the center of the City, then it should be treated like a city center.

Councilmember Peterson expressed her position that a secondary road was required to connect to Waterfront Way. She acknowledged the configuration of that connection was yet to be determined. Councilmember Phipps said he preferred a second access but didn't think it needed to be required. Councilmember Thompson said if the City could find a way to allow a second access without impacting economic development and connectivity, he would support it; however, if there is no medium to make that happen, he would have to support the regulation already in place.

Commissioner Uccardi asked whether Waterfront Way was required to be public based on the standards adopted in FBC. Mr. McIlrath said all roads were required to be public in the FBC, unless the City allowed them to be private through a development agreement. Commissioner Uccardi suggested the proposed concept for access didn't mean anything because the developer didn't have an office park or tenant yet. He could support conceding a private road on Waterfront Way if the City received the second access even if both access points were private. He emphasized that if there was no second access provided Waterfront Way would need to be a public road. Mr. McIlrath asked if he meant access through the site or to the site. Commissioner Uccardi responded he wanted two accesses to the site because the City currently did not know what the office park would look like because there was no tenant. Mr. McIlrath explained there were already two access points being provided in the conceptual plan. Commissioner Fullmer repeated his concern that if this was a city-centered piece then it needed it to be conveniently accessed by all users.

A majority of the group was in favor of connectivity over generalized access.

Mr. Cowley asked for guidance from the City's attorney on how dedications and easement agreements worked and were they synonymous with dedication if well written. He asked that he explain the difference between a dedicated roadway by right-of-way versus roadway dedicated by easement with duties and maintenance responsibilities. Stuart Williams, City Attorney said the duties and responsibilities could be outlined in the agreement. He thought they could essentially be the same. Mr. Cowley explained the developer wanted a private roadway, so he was responsible for the quality and maintenance of the road. He wanted the development to be a Class A standard and didn't want to have to contact the City every time some type of

maintenance needed to be addressed. Commissioner Ratchford suggested whether private or public accountability for the infrastructure needed to be in writing.

Councilmember Peterson mentioned the City had been burned repeatedly with good faith intentions when allowing the development of private streets. She explained the City had received complaints over an issue on a private street, which it had no jurisdiction over in such cases. She continued that residents believed the City seemed unresponsive because they were told the City was not the property owner. She reported on several occasions the City had to step in and abate/repair the issues. She wanted to avoid unintended consequences in the future.

Councilmember Thompson suggested there be agreements in place that addressed the maintenance of the private street. Councilmember Peterson wondered how the City could compromise as close to the original intent as possible while providing the desired connectivity. She asked for feedback from Public Works on how a private street might impact the department.

Adam Favero, Public Works Director, commented that the only time the City would take over a private street was if it was not being maintained. The challenge then becomes the City was handed an asset that would need significant attention to meet City standards and how the City would recoup those costs. Mr. Williams said there were elements that could be included in the drafting of an agreement that would address those issues. He added an agreement could be written so that the City was part of the inspection process throughout construction to ensure it was built to the City's standards. He commented it would be difficult to address the level of maintenance in the future.

Mr. Uccardi asked about the possibility of a compromise. He suggested Waterfront Way be a public street maintained by the City because it connected to State Street with the other connections being private and maintained by the owner. Mayor Pro Tem Roper expressed his opinion that if the City agreed to make some streets private it might as well make them all private.

Mayor Pro Tem Roper asked how many were supportive of the streets being private. There appeared to be a majority that were supportive of the streets being private and maintained by the developer.

Mr. McIlrath reviewed the following points to consider:

- The developer stated in the Planning Commission meeting a desire to take the bike lane off State Street and onto the sidewalk, consistent with an image in FBC. Staff thought that it could be done with a protected bike lane but needed to be on the street which was most consistent with code and corridor agreement.
- The City design as part of the Corridor Agreement with UDOT is to have bike lane on the street.
- The City could allow the bike lane to be protected between the parking and the curb and gutter in DA.
 - Could be added to FBC when on-street parking is provided.

There was a discussion on the various implications that needed to be taken into consideration, such as what current development projects were doing and whether UDOT would change course

and require redesign. Mr. McIlrath showed several alternatives for design and anticipated action if the design changed in future. Mr. Cowley expressed the developer's opinion that residents would benefit more by having a marked bike lane as opposed to putting it out in traffic. Mayor Pro Tem Roper pointed out most bike lane areas were not on the street but off the street.

There appeared to be a majority supportive of putting the bike lane between the on-street parking and sidewalk.

Mr. McIlrath reviewed the following points for parking at the site:

- The Planning Commission agreed to allow on-street parking to count towards commercial requirements but not residential requirements.
- The Planning Commission seeking greater detail and design of the parking structure
- The proposed parking structure was contingent on
 - South parcel development, and;
 - Funding
- While the project was under construction 104 residential parking spaces would be displaced and provided on the south portion of the property.

Commissioner Uccardi asked if all current businesses leases would be terminated at the same time. Mr. Cowley answered affirmatively, the developer had the ability to terminate the leases at the same time.

Commissioner Bloomfield asked about parking structure and whether any surveys had been completed. Mr. Cowley said full geotechnical studies had been completed.

Mr. McIlrath reviewed the following points regarding the civic open space (Mabey Pond). He stated the developer wanted the civic open space to be privately held like Waterfront Way.

- MOU stated that there would be a public open space at Mabey Pond:
 - It would be consistent with the plaza requirements
 - Would be provided with adequate parking, anticipated to be 8 to 12 spaces, unless otherwise agreed upon by the parties through the DA.
- MOU stated that the City would maintain the pond using aquascape best management practices.
- The developer intended to retain ownership and "dedicate" to the City the open space by way of a recreational easement and not a formal dedication.
- The Planning Commission was concerned about private ownership of the civic open space.

Mr. Cowley clarified that the developer would oversee the maintenance of anything on terra firma and the City would maintain submerged lands since it was already handling that and owned the center 1/3 of the lake and frontage on the east where parking was currently located.

Commissioner Uccardi asked whether the City would maintain the small parcel on the south end of the parcel. Mr. Cowley said the developer would like to have a license agreement with the City where the developer would maintain the terra firma.

Councilmember Peterson asked the Planning Commissioners if they had any concerns about the adequacy of the 8 to 12 parking spaces for Phase I and the ability to access them. There was a discussion about the possibilities of accessing those parking spaces during Phase I development. Mr. McIlrath said they had looked at providing an additional road that went along the pond with the possibility of parallel parking. Councilmember Peterson thought the details could be hammered out at the build out.

Councilmember Bush asked how they could be sure it would be publicly accessible. Mr. McIlrath said the details would be written in the recreational easement. Mr. Cowley added that residents would have access from Marilyn Drive through an open gate. He also noted the civic open space would have the same hours as other City parks. There would be a closing time but during operating hours the gate would be unlocked. Councilmember Peterson expressed her concern with parking ratio issues within the City's current apartment developments. Commissioner Ratchford asked if she was proposing a tow away zone. Councilmember Peterson said that would be a site plan issue. She just wanted to mention the concern because the City already knew parking was problematic.

There was a discussion on the proposed number of parking spaces included in the developer's plan and the issues the City was already having along the corridor and the possible impact when the construction transitioned from the north side of the parcel to the south side. Mr. McIlrath explained some preliminary results from the parking study, which focused on bedroom counts. He reported the FBC appeared to be addressing the numbers appropriately based on that study. The study determined that parking issues started with three or more bedroom units. He said the study supported the requirements of FBC for one and two bedroom units. He confirmed the parking on site was in line with code requirements. Mr. Cowley confirmed that two-thirds of the project were one bedroom units with an average of 800 square feet and there were no three bedroom units in the project.

Commissioner Fullmer asked when a parking structure would be built on the south side of the development. Mr. Cowley said that was a condition for proceeding with development of the south parcel. He explained there were currently two different but fully aligned owners of the property. He continued the northern owner has a parking easement with the southern owner that could only be revoked by the southern owner building a parking structure with a minimum 250 to 300 parking spaces.

Mr. McIlrath asked if the group had any further questions or comments on the Development Agreement. He mentioned a public hearing with the Planning Commission was scheduled for July 20, 2022.

Mayor Pro Tem Roper thought the meeting had put the parties on the same page. Councilmember Thompson wanted to see a conceptual plan and still wanted to see access points. He agreed on the importance of connectivity. Commissioner Uccardi didn't feel like the agreement had embodied the intention of the FBC. He expressed his opinion that he would rather see changes to FBC to reduce the number of development agreements needing to be negotiated by the City.

Councilmember Roper moved to adjourn the joint City Council and Planning Commission work session at 10:11 p.m., seconded by Councilmember Thompson.

**APPROVED AND ADOPTED
This day of 2023**

/s/ Mark Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the joint Clearfield City Council and Planning Commission meeting held Tuesday, June 28, 2022.

/s/ Nancy R. Dean, City Recorder

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
MID-YEAR RETREAT
JULY 8, 2022

Zions Bank Building
One South Main
Founders Room, 18th Floor
Salt Lake City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Devin Rogers	Police Assistant Chief
	Shaundra Rushton	Communications Director
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Community Development Director
	Ricki Miller	Human Resources
	Adam Favero	Public Works Director
	Braden Felix	Public Works Deputy Director
	Brad Wheeler	Streets Superintendent
	Rich Knapp	Finance Manager
	Nancy Dean	City Recorder

Mayor Shepherd called the meeting to order at 8:03 a.m.

LESSONS FROM LEADERSHIP AND SELF-DECEPTION

JJ Allen, City Manager, started the retreat by reviewing the main principals taught in the book “Leadership and Self-Deception.” He didn’t want anyone to confuse the concept of being “outside the box” with the common phrase “thinking outside the box.”

Mr. Allen asked for first impressions from the group. Councilmember Roper appreciated the value of the self-reflection it created for him and the subsequent effort to avoid slipping into old behaviors. Spencer Brimley, Community Development Director, recognized the cognitive effort it took to remedy how he viewed others.

The Key to Zagrum's Success: Seeing Others as People

Summer Palmer, Assistant City Manager, read the following quote from page 41:

“...everyone else has duplicated all of *that* stuff, but they've yet to duplicate our results. And that's because they don't know how much smarter smart people are, how much more skilled skilled people get, and how much harder hardworking people work when they see, and are seen, straightforwardly – as people.”

Mayor Shepherd said he could attest to that concept and not just with employees but with family members as well. If people were just a number, they would work to the minimum level of your expectation. Mr. Allen recounted a personal experience with a past leader in his life and how the group didn't feel known to him. Ricki Miller, Human Resources, agreed that the concept worked, and she had heard about it in many forums – if you can recognize someone as a person and treat them as such, they would do more for you. She encouraged the group to remember as leaders, they needed to focus on the people and lead them as opposed to making sure things were done a certain way. Mr. Allen pointed out that type of leadership required more flexibility and not rigidity. Stuart Williams, City Attorney, said we needed to not take over for others but allow them to have ownership. Councilmember Bush pointed out that with some personalities, it could go to their heads and make them more arrogant. Mr. Allen pointed out the need for humility. Councilmember Roper said he tried to put himself in other people's roles to get a broader perspective which encouraged more people at the table to arrive at consensus.

Seeing Others as Objects

Three Common ways we see people as objects:

- Obstacles
- Vehicles
- Irrelevancies

Councilmember Peterson said anytime we classify people and group them together they could be objectified which made it easier to detach from them and rationalize marginalization of that group. Councilmember Roper said casting blame on others invited them to go into their box. Mr. Allen said people could sense when they were not seen as people. He said he could perceive when someone is just using him to get something done. Braden Felix, Public Works Deputy Director, pointed out it can become problematic when we categorize the residents that way. Adam Favero, Public Works Director, mentioned the water conservancy efforts and how comments from residents had put the staff in a box, and that it worked both ways. Councilmember Peterson said it was easy to group people based on comments they made instead of validating their position. Shaundra Rushton, Communications Manager, asked if it was possible to recognize people as “vehicles” but in a humane way. For instance, she questioned whether utilizing people who held positions of influence in the community to communicate the City's message could be done positively. Mayor Shepherd said the perspective could be to recognize them as partners instead of as a “vehicle.” He recommended helping the partner

recognize how the partnership would benefit them as well. Mr. Allen liked the distinction of partnership as opposed to manipulation. Councilmember Phipps commented that when one was out of the box it was possible to establish a shared objective and maintain productivity because of how the people were treated. Mayor Shepherd admitted to not being able to finish the book the first time, and how difficult it was to recognize how badly he was at those skills and how easy it was to slip back into the box. He cited a time in his career where the work model saw employees as vehicles and the employees thought of themselves the same way which resulted in a high level of waste. As he worked to change the work culture and recognize their humanity, production tripled. Councilmember Peterson thought it seemed counterintuitive to start at a place of getting to know people instead of starting with improving an employee's skillset or the entity's regulations. Mayor Shepherd shared the importance of making sure employees saw that they were doing work that management was willing to participate in – management wasn't "above" their line of work. Ms. Palmer pointed out the true motivation was just to see those around us and not trying to see them as people just to get something out of them. Mr. Favero agreed, but wondered if that was true why would we need to train ourselves to be good to people. He pointed out the need for reminders because people were not genuinely sincere as they struggle with their own desires, goals, dreams and needed to be brought back to reality. Eric Howes, Community Services Director, mentioned while he read the book, he was reminded of his graduate school education in Family Therapy. He said he had worked on the five dysfunctions of a team, and recognized how easy it was to slip into the box. He pointed out it was easier to treat people as people when there was no conflict, but life doesn't allow that for very long. Councilmember Peterson related hearing that when investors changed from being profit-driven to people-driven that results quadrupled and were able to be more consistent and stable.

Characteristics of the Box

- Inflating others' faults
- Inflating own virtue
- Inflating the value of things that justify our self-betrayal
- Place Blame

Mayor Shepherd pointed out that blame was a huge element in sports. Nancy Dean, City Recorder, gave an example where blame was placed on the resident and how quickly it placed her back in the box. Mr. Brimley said we carry that box with us and when something agitates us, we feel justified. Mr. Allen pointed out the tendency to inflate situations. Mr. Williams related how there was so much repetition in life so we carry our box with us, and experience could taint our approach. Councilmember Phipps pointed out the complicated nature of blame relationships in business and how sometimes it was required to blame others to take pressure off self to retain employment. Ms. Palmer pointed out the importance of the philosophy of change starting at the top with leadership then everyone could spend more time on problem solving instead of self-preservation. Mr. Howes brought up the book "Good to Great" by Jim Collins, which recognized level five leaders did not dish out blame when something went wrong. Leaders in companies that exceeded industry standards for an extended period were leaders who accepted blame first and when things were good said it was the other's fault. Chief Bennett said it was so easy in police work to remain in the box because they dealt with the same people repeatedly which made it difficult to get out of the box. He stated officers didn't want to let down their guard too much. It was a difficult balance. He gave an example of fighting the urge to immediately respond via

email to a complaint and instead called a resident directly and found that by listening to the resident first, he was able to resolve a simple misunderstanding. Devin Rogers, Assistant Police Chief, said he struggled within the police department with how to address issues of being outside the box – employee not performing, employee gets in trouble – how to address the mistake outside of the box when employee was continually underperforming and became an obstacle. Mr. Felix pointed out an excerpt in the book where the leader got to know more about the employee and his family and life and after those interactions when the employee had to be reprimanded the employee did not want to disappoint the employer again. Mr. Knapp pointed out in the book where the author said justification feeds the box and recited a personal example of how justification triggered further negative behavior. Ms. Palmer recognized the benefit of learning and applying the principles of the book to prevent going for a long period of time with ineffective and compounding attitudes that only damaged relationships further. Mr. Favero cited personal experiences where an employer cared about an employee and because of that concern was able to see where the job was not a good fit. Ms. Palmer recommended the book’s approach to addressing underperforming employees through teaching based on a sincere desire to help them see a way to improve their lives. Chief Bennett brought up the difficulties of being out of the box with people who have their own walls.

It Cuts Deep

Mr. Allen brought up a part in the book where it pointed out times when people feel like they should help someone but then don’t and described those moments as betraying self. Mr. Allen admitted he did not have those feelings often and was impacted by the following quotes, “I didn’t have to have a feeling that I betrayed in the moment in order to be in the box *because I was already in the box.*”

“So, the fact that I have few feelings to help someone probably isn’t evidence that I’m out of the box. It may rather be a sign that I’m deep within it.” – page 88

The Box and How We Get In It

1. There are two Ways of Being – the out-of-the-box way where we see others as people, and the in-the-box way where we see others as objects.
2. Way of Being is deeper and more important than behavior.
3. When we betray ourselves, we enter the box (i.e., we become self-deceived).
4. In the box, we see others and ourselves in ways that justify our own self-betrays.
5. Over a lifetime of self-betrayal, we develop characteristic self-justifying ways of seeing ourselves and the world; we carry our “boxes” with us.
6. In the box, we provoke others to get in the box as well, and the mistreatment we then get from others gives us justification for staying in the box.

- Leadership and Self-Deception Study Guide

Ms. Rushton brought up the importance of recognizing when response to others is emotion-driven and to wait to respond until that emotion was not overwhelming.

Getting Out – Dead Ends

What doesn't work in the box:

1. Trying to change others
2. Doing my best to “cope” with others
3. Leaving
4. Communicating
5. Implementing new skills or techniques
6. Changing my behavior

“...you can't get out by continuing to focus on yourself...” – page 140

The Box and How We Get Out of It

1. We get out of the box not by focusing on ourselves but by responding to others – that is, by receiving the humanity of those we have been resisting.
2. Responsive relationships and memories give us leverage to get out of the box in other areas of our lives.
3. Once out of the box, we stay out of the box by doing for others what we feel we need to do.

So what?

- What does this have to do with Clearfield City?
- How does it apply to our team of elected officials and staff?
- Do we really expect that our performance will improve or that we will reach new levels of success if we are better at seeing people as people?

The group acknowledged the need to see people as people to create positive experiences with residents and fellow employees.

Group Activity – Mystery Escape Room

The group participated in an escape room activity and then discussed ways the book influenced the group activity.

There was a lunch break and the group reconvened.

CLEARFIELD 2.0 – PRIDE IN OUR PAST, EYES TO THE FUTURE

Clearfield Station TOD

Braden Felix, Assistant Public Works Director/City Engineer, briefed the Council on the progress with the infrastructure at the Clearfield Station project.

- Contractors:
 - Designer: CRS Engineers
 - General: Geneva Rock Products
 - Sub-contractors:
 - Gallegos (water)

- Diamond Tree (demolition)
- Sinc (landscaping)
- CVE (electrical)
- Construction Management: Sunrise Engineering

Work-to-Date – Demolition

- All required demolition on the UTA property was completed.
- Offsite demolition for 1450 South was waiting on property acquisitions.
- Site prep for offsite sewer was completed.
- Careful coordination with UTA was vital to keep operations maintained.
- Included pavement, light towers, steel buildings, trees, fences, and landscaping.

Work to Date – Water

- New 12” waterline starts from the existing 16” line under south leg of Depot St., turns onto State St as a 10” that continued under sidewalk, then tied into Station Boulevard. This is our “Offsite Waterline”
- New 12” waterline was being installed on the south leg of Depot Street.
- New 16” waterline was being installed along the southern boarder of the property, replacing the old asbestos pipe.

Work to Date – Sewer

- An offsite sewer was incorporated into the design for Indigo Sixteen60 project.
- The City made an agreement with US Development to have them install the 18” sewer from Antelope Drive to the northeast corner of its detention basin. It saved the City approximately \$200,000.
- In-ground conflicts had made the sewer difficult to lay, requiring four “re-designs.”
- A sewer would be installed behind Oakstone Apartments starting in the coming days.
- Oakstone Apartments was sold to Roundhouse Properties, which had been a good partner, allowing the City to get the needed easement.

Adam Favero, Public Works Director, provided detailed information about challenges staff had been resolving.

Up Next and Scheduling (and Challenges)

- The on-site sewer and water would be installed, followed by storm drain, curb, then streets.
- The 1450 South extension was to be phased in with additional funding, but the City was in the mediation process with the property owners and waiting on new appraisals.
- The next segment to phase in would be the Depot Street connection with further funding.
- Due to concrete shortages, utility conflicts, and UTA operations, Phase 1 was likely to be completed Summer 2023.
- Phase 2 would include 1450 South and Depot Street connections and side streets.
- Phase 3 would include all landscaping.

Councilmember Bush asked about the electrical and gas improvements. Mr. Felix said payment had been made, and the companies should be able to install their utility when the ground was

ready. He said Rocky Mountain Power was challenging to work with and had recently informed the City it needed to upsize the wire and install a new reconductor in the development at a cost of approximately \$1M. Mr. Allen asked if Rocky Mountain Power could recover that cost from future customers. Mr. Felix said there would be additional meetings to address that question.

Mr. Knapp asked if there was a projected timeframe for the new intersection. Mr. Felix said after meeting with UDOT he thought it would theoretically be completed sometime in 2023. However, he explained the 1450 South extension still needed to have funding in place and the property acquired before UDOT could turn on the signalized intersection that would be constructed there and at Station Boulevard. He stated 1000 East would also need to be converted to a right-in, right-out street. Mr. Allen thought intersection improvements might come later but it really looked like it could come earlier in the development schedule. There was a short conversation about the need to communicate the upcoming changes to the State Street configuration to the residents. Mr. Favero gave kudos to the entire team that had been involved in the project to ensure all details were covered. He was impressed with the communication between all the departments involved.

Clearfield Station – Funding

- \$18.5M Sales Tax Bond
- \$1.5M grant from Davis Council of Governments (COG)
- \$4M grant from Governor’s Office of Economic Opportunity (GOEO)
- In-kind contribution from UDOT of signal equipment and asphalt
 - Still working on the details
 - Value likely several hundred thousand dollars
- Application submitted for \$8M from Davis COG
 - \$4M in two consecutive years
 - Restricted to certain components of the project – Depot Street, 1450 South, and Station Boulevard. were the only eligible streets.
 - Staff thought the decision would be finalized within six months.

Clearfield Station – Private Development

- Hamilton Partners / Arch Nexus developing plan set to:
 - Get construction pricing
 - Attract investment capital
 - Prepare leasing materials
- Stack
 - Planning to be “shovel ready” by spring
 - Contingent on pre-leasing activity
- The Front
 - Signed PSA in place
 - Will close on land purchase once infrastructure around their parcel is complete

LEGEND HILLS – NORTH DAVIS JUNIOR HIGH

Mr. Allen informed the Council that Davis School District wanted to purchase some property at Legend Hills to build a new Junior High School to relocate North Layton Junior High. He

discussed some of the possible developmental repercussions for the City because the intention for the parcel had always been commercial use. He pointed out the City had quite a large risk with no leverage. Layton City said it was willing to work with Clearfield City on a revenue sharing agreement but there was no guarantee whether the current Council or future Councils would agree to any such agreement. There was discussion about the possibility of the 19-acre parcel being split between the two owners and the potential opportunity for the City to purchase a portion of it and the leveraging advantages of such a purchase. Councilmember Phipps pointed out that the project had not been presented to the Davis School Board at that time and those that were aware of it were not necessarily supportive of it for some of the same reasons discussed. There was a discussion of the secondary impacts on development due to restrictions involved with proximity to a school. Mr. Allen said there were no specific questions for the Council, but he was waiting to see how it progressed. Councilmember Phipps likened the situation to a developer that had approached them with an idea and wanted to take the position of partnering with the School District to find a solution. Mayor Shepherd was adamant that the parcel was not a good location for a school and in his opinion the City should purchase property to prevent the school from purchasing that property.

State Street Corridor Redevelopment

- | | | |
|---------------------------|-----------------------------|------------------------------------|
| 1. City Centre | 7. Mayfly Rise | 13. Hillside Estates |
| 2. West Square | 8. City Plaza | 14. Indigo Eight80 |
| 3. Clearfield Station Apt | 9. Sandridge Village | 15. 2 nd and State Apts |
| 4. Clearfield Junction | 10. Lotus Anthem | |
| 5. Depot Crossing | 11. Union Townhomes | |
| 6. Depot Townhome Apts | 12. The Hart at City Center | |

Other Developments

- Bravada 193 (office building coming soon)
- The Heights (aka Towers) at Legend Hills
- Wilcox Farms
- Lifetime Products
- Holiday Oil
- Heritage East, Hamblin Estates, Autumn Ridge 5, Weaver Meadows, Woods Court, Ball Fields, and other SFR
- Large national retailer in old Allegiant / Tai pan bldg. (coming soon)

Introspection / Self-Evaluation

Considering all that had happened / was happening:

- What are you most proud of? The following comments were received.
 - Comments from outside
 - Housing options for residents
 - Planning density in the corridor
 - City’s image was changing positively
 - Park Improvements
 - Pride in the Community
 - Courage to Act

- Form Based Code – the City was a trailblazer in doing it knowing there would be mistakes and the sum was still greater.
- Regrets
 - Get residents to take the same approach in their neighborhoods to improve the City’s image.
 - To get projects going, how to bridge the gap between quality and investment.
 - Open spaces – determine the role of the City to help protect and invest in those.
 - Balance property rights with need to have quality park space.
 - Remnant parcels
- Consequences
 - Build community with what the City had and make it a place people wanted to stay.
 - Travel – more people on State Street

Are we creating a place where people want to be? Are we building a community?

- Need to continually look at the plan and show willingness to redirect when necessary.
- The City was bringing a large amount of people downtown. The challenge was how to create community in apartment lifestyle which was sometimes considered transient.
- How would the City calm traffic on State Street and create a walkable feel.
- Important to create gathering places within short walking distance for denser communities.
- Investments into parks

WATER CONSERVATION UPDATE

Weber Basin Water Conservancy District contract reductions

- Extreme Drought Conditions – Previous reduction of 24% reduction in contracted water supply (60% outdoor and 10% indoor)
- Severe conditions – current reduction as of June 15, 2023, 19% reduction in contracted water supply (40% outdoor and 10% indoor)

Conservation Messaging

- In the Spring the City received about two calls a day for a few weeks. When City staff presented the water conservation plan to the Council and posted the information on the City’s website the calls were reduced to just a few calls a week.
- The water data was showing the messaging posted on the City’s website and information the State and other media outlets were publishing was helping with the City’s conservation efforts.

Emergency Water Rate Update

- 42% consumption reduction
- 10% revenue reduction
- Projected summer revenue reduction from last year = (\$167k)
- Projected budgeted summer revenue shortfall = (\$400k)
- Study Use Assumptions:

- 10% reduction 10-20kgals
- 30% reduction 20kgals+

Community Services Water Conservation Update

Eric Howes, Community Services Director gave an update on the water conservation efforts in the parks.

- 2021 usage = due to implementation of new system and master valves and flow meters saw a reduction of 50M gallons over 2020 (Avg 8.3M/month)
- May 13-June 13, 2022 = Above the previous year's savings they saved an additional 2.1M gallons over same period in 2021 which was largely reflective of the weather
 - Frequent rains in May and early June were extremely helpful.
- June 14 – Current = Reduction of 43K gallons over 2021
 - Higher temps, winds, and less precipitation required a move to Phase II
- Move to Phase III dependent on weather and overall city water consumption
 - Mr. Howes reviewed changes to watering procedures if they move to Phase III.

Councilmember Bush asked if water in Steed Pond was used for irrigation. Mr. Favero said most of the water would stay in there and evaporate but if it overflowed it would go into the storm drain. Mr. Howes said if it overflowed it would be captured. Mr. Favero stated he hadn't heard much backlash from residents for City parks watering. Mr. Howes said most of the complaints had been from School District properties, however, the City had no control over their schedules. City water systems were set on a schedule and could not come on unless done manually. Discussion was held about the availability of the splash pad and the reduction of hours at the Aquatic Center. Discussion on the water level in Mabey Pond was discussed and the options of replacing the motor in the well, connecting to the Davis Weber Canal, or using impact fees. Mr. Allen anticipated a budget amendment would be needed to address the issue.

ROTATING DEPARTMENT BREAKOUTS – MORE THINGS YOU NEED TO KNOW

The Council participated in department breakout sessions.

The meeting adjourned at 4:45 p.m.

CLEARFIELD CITY COUNCIL MEETING MINUTES

6:00 PM POLICY SESSION

April 11, 2023

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Mark Shepherd Mayor

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

ABSENT:

STAFF PRESENT: City Clerk Nancy Dean, Deputy City Recorder Chersty Titensor, Public Works Director Adam Favero, City Manager JJ Allen, City Attorney Stuart Williams, Police Chief Kelly Bennett, Community Services Director Eric Howes, Community Services Deputy Director Curtis Dickson, Community Development Director Spencer Brimley, Finance Manager Rich Knapp, Communications Manager Shaundra Rushton

VISITORS: Megan Ratchford, Dan Parkin, Jeffery Norris, Dakota Secson, M. Baker, Jesse Aranda, Mary Velasquez, Larry Roberts, Jacob Fulmer, Melissa Fulmer, April Campbell, Hank Campbell, Layleigh Turner, CCAT Swim Team, M. Stafford, M.S. Campbell, Jayme Coran, Jayden Grzan, Pastor James Carlson – Clearfield Community Church, Mike Glauser – Odyssey Partners, Stacie Bingham – CCAT, Lara and Kyle Ingram - CCAT

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

Council Member Bush led the opening ceremony and asked Pastor James Carlson to offer an opening prayer.

APPROVAL OF MINUTES

March 22, 2022 – Work Session
March 29, 2022 – Work Session
April 12, 2022 – Work Session
February 7, 2023 – Work Session
February 14, 2023 – Work Session
February 14, 2023 – Policy Session
February 21, 2023 – Work Session
February 28, 2023 – Work Session
February 28, 2023 – Policy Session
March 14, 2023 – Work Session
March 14, 2023 – Policy Session
March 21, 2023 – Work Session

Councilmember Phipps moved to approve the minutes from March 22, 2022 work session, March 29, 2022 work session, April 12, 2022 work session, February 7, 2023 work session, February 14, 2023 work session, February 14 2023 policy session, February 21, 2023 work session, February 28, 2023 work session, February 28, 2023 policy session, March 14, 2023 work session, March 14, 2023 policy session, and March 21, 2023 work session, as written; seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

PUBLIC HEARING TO CONSIDER A STREET VACATION REQUEST BY JUB ENGINEERS ON BEHALF OF UDOT TO VACATE A PORTION OF THE 450 SOUTH AND 1000 EAST RIGHTS-OF-WAY THAT CROSS INTERSTATE 15

JUB Engineers on behalf of UDOT requested approval to vacate the portions of the 450 South and 1000 East rights-of-way that cross Interstate 15. Prior to the construction of I-15, these two streets intersected within this UDOT right-of-way for the interstate. As part of the construction of I-15 in the early 1960s, properties were acquired and rights-of-ways were used to construct the new interstate corridor. In an effort to clean up outstanding right-of-way records, UDOT requested that Clearfield City vacate the portions of these street right-of-ways that were no longer in use, but still existed in this area of the I-15 corridor.

Mayor Shepherd opened for public comment at 7:21 pm.

Nancy Dean, City Recorder, read a Public Comment submitted online from resident, Christopher Rooklidge, for the record.

Councilmember Bush moved to close the public hearing at 7:23 p.m. seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO - None

PUBLIC HEARING ON THE SECOND AMENDMENT TO THE MASTER DEVELOPMENT AGREEMENT (MDA) WITH CLEARFIELD CITY, UTAH TRANSIT AUTHORITY (UTA), AND CLEARFIELD STATION PARTNERS, LLC FOR THE CLEARFIELD STATION PROJECT TO ADDRESS ON-STREET PARKING LOCATED AT APPROXIMATELY 1250 SOUTH STATE STREET (TINs: 12-066-0138, 12-882-0001, 12-882-0004, and 12-882-0005)

Spencer Brimley, Community Development Director, explained the second amendment for the existing Master Development Agreement for the Clearfield Station Transit-Oriented Development site was being presented to Council for consideration. He explained that the development team had met with a potential anchor tenant and discovered the need to amend the agreement to address on-street parking in and around the tenant site, which would be acting as the hub of the site. He showed an aerial image of the zoning and the overall Station Area Plan where he pointed out the areas where the amendment for parking would be implemented. The developer requested the streets be dedicated for the use of the tenant. The City originally did not want private streets around the project and so asked the developer to consider parking restrictions for a 2-hour parking limitation from 7:00 a.m. to 9:00 p.m. He stated the second amendment had no implications to surrounding properties, no changes to the boundaries of the area, nor any changes to the zoning. He noted the Planning Commission recommended approval to the Council.

Councilmember Phipps asked if the streets in the existing complex were private streets. Mr. Brimley said every street in Clearfield Station was a public street except for the Clearfield Station Apartment complex. Councilmember Phipps thought the parking with the existing buildings needed to be consistent. Mr. Brimley said he anticipated future amendments for the 55 acre development recognizing the Clearfield Station Apartments complex was an outlier and didn't have the same regulations. Councilmember Phipps thought once the area was completely built out

there might be some inconsistency with the parking regulations. Mr. Allen pointed out the unrestricted public streets that would not be impacted by the parking limitations on the map. Councilmember Peterson offered clarification even though the pink area on the map was driven by the applicant the idea was that on-street parking would be available to the businesses to support their use during business hours and not used by the residents who lived on site but would be allowed use in the evening. Mr. Brimley said all on-street parking would be for commercial/retail and office use and residential parking would be onsite at the individual apartment buildings.

Mayor Shepherd opened the public comment at 7:31 p.m.

Jeffery Norris, resident asked the Council whether the cemetery would be removed. Mayor Shepherd informed him the area discussed was the train station area.

Councilmember Thompson moved to close the public hearing at 7:32 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO - None

OPEN COMMENT PERIOD

Jacob Fulmer, Resident, was present to ask the Council to consider a physical speed control on Demetro Drive. He compiled data saying that a majority of the cars were going 8-12 miles per hour over the speed limit and related an incident of drag racing at 1:00 p.m. He requested speed bumps on the corner closer to 2200 West and one by the Antelope Drive side. He expressed his frustration with the high speeds on the road and wanted to prevent any accident with the number of children in the area.

Larry Roberts, Resident, said two streetlights were not working by his home on Demetro Drive and requested they be fixed.

Jeffery Norris, Resident, informed the Council that Mabey Pond was originally known as Otis Pond. Councilmember Bush gave further clarification of the pond's history.

APPROVAL OF ORDINANCE 2023-05 APPROVING A STREET VACATION REQUEST BY JUB ENGINEERS ON BEHALF OF THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT) TO VACATE A PORTION OF THE 450 SOUTH AND 1000 EAST RIGHTS-OF-WAY THAT CROSS INTERSTATE 15

Councilmember Thompson moved to approve Ordinance 2023-05 approving a street vacation request by JUB Engineers on behalf of the Utah Department of Transportation (UDOT) to vacate a portion of the 450 South and 1000 East rights-of-way that cross Interstate 15, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

APPROVAL OF ORDINANCE 2023-06 AUTHORIZING THE SECOND AMENDMENT TO THE MASTER DEVELOPMENT AGREEMENT (MDA) WITH CLEARFIELD CITY, UTAH TRANSIT AUTHORITY (UTA) AND CLEARFIELD STATION PARTNERS, LLC FOR THE CLEARFIELD STATION PROJECT TO ADDRESS ON-STREET PARKING LOCATED AT APPROXIMATELY 250 SOUTH STATE STREET (TINs: 12-066-0138, 12-882-0001, 12-882-0004, and 12-882-0005)

Councilmember Peterson moved to approve Ordinance 2023-06 authorizing the second amendment to the MDA with Clearfield City, Utah Transit Authority and Clearfield Station Partners, LLC for the Clearfield Station project to address on-street parking located at approximately 1250 South State Street (TINs: 12-066-0138, 12-882-0001, 12-882-0004, and 12-882-0005), and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

APPROVAL OF AN AMENDED SUBDIVISION PLAT REQUEST BY MIKE GLAUSER WITH ODYSSEY PARTNERS TO SUBDIVIDE THE EXISTING LOT INTO TWO LOTS LOCATED AT APPROXIMATELY 440 SOUTH MAIN STREET (TIN: 15-037-0001)

Spencer Brimley, Community Development Director, informed the Council that the Freeport Cold Storage Subdivision was recorded in May 2020 to consolidate the three (3) existing parcels into one lot for the sale of the property. The applicant requested a subdivision of the existing lot into two lots for the purposes of financing and development of the property.

Councilmember Roper moved to approve the amended subdivision plat request by Mike Glauser with Odyssey Partners to subdivide the existing lot into two lots located at approximately 440 South Main Street (TIN: 15-037-0001) and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Phipps., seconded by Councilmember Phipps.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

APPROVAL OF AN AMENDED SUBDIVISION PLAT REQUEST BY ALLIE PLATT WITH LOTUS COMPANY TO SUBDIVIDE LOT 1 OF THE LOTUS MARQ SUBDIVISION INTO TWO LOTS AND TO DEDICATE THE REMAINING PORTION OF CARTER LANE LOCATED AT APPROXIMATELY 240 EAST 350 SOUTH (TIN: 15-072-0001)

Spencer Brimley, Community Development Director, informed the Council that the Lotus Marq Subdivision was recorded in May 2021 to provide roadway dedication for Carter Lane and Bowen Boulevard, as well as development of lots for Phase 1 of the Lotus Anthem project. With the amended plat, Lot 1 would be subdivided into two new lots, Lots 4 and 5, and provided a necessary roadway dedication for Carter Lane to connect to 350 South at the northwest corner of the development area. The amended plat provided the necessary public utility easements (PUEs) needed to accommodate existing and future infrastructure.

Councilmember Peterson moved to approve the amended subdivision plat request by Allie Platt with Lotus Company to subdivide Lot 1 of the Lotus Marq Subdivision into two lots and to dedicate the remaining portion of Carter Lane located at approximately 240 East 350 South (TIN: 15-072-0001) and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

APPROVAL OF RESOLUTION 2023R-03 AUTHORIZING AN INTERLOCAL AGREEMENT WITH DAVIS COUNTY FOR ELECTION ADMINISTRATION SERVICES

Nancy Dean, City Recorder, informed the Council that 2023 was a municipal election year and there would be three city council seats open for election. She informed them the candidate declaration period was June 1 to June 7, 2023. She reminded the Council that the City had successfully conducted its municipal elections by mail for the last several years with the assistance of the Davis County Clerk's office. She said the County had the resources and expertise necessary to continue to assist in administering the elections by mail. The Interlocal Agreement identified the services provided by the County Clerk's office, the responsibilities of the City Recorder, as well as established the fees for the services provided. She informed the Council that if there was a primary it would be held August 15, 2023, and the City would need seven people to declare candidacy to require a primary election.

Councilmember Thompson moved to approve Resolution 2023R-03 authorizing an Interlocal Agreement with Davis County for election administration services, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Phipps.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

APPROVAL OF A PROCLAMATION DECLARING APRIL 28, 2023 AS ARBOR DAY IN CLEARFIELD CITY

Councilmember Roper reported that Clearfield City planned to celebrate Arbor Day on Friday, April 28, 2023. The City supported all efforts to plant and protect trees within its boundaries because trees are valuable to the City's environment. He reported that the City had supported those efforts for the last 28 years. Councilmember Roper read the proclamation.

Councilmember Phipps moved to approve the Proclamation declaring April 28, 2023, as Arbor Day in the City of Clearfield, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Roper.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

APPROVAL OF A PROCLAMATION DECLARING THE MONTH OF APRIL EACH YEAR AS SEXUAL ASSAULT AWARENESS MONTH

Mayor Shepherd stated April would be recognized as “Sexual Assault Awareness Month” each year. The declaration was intended to draw attention to the fact that sexual violence was widespread and had public health implications for every community member. He read the proclamation.

Jenna Nelson, Youth Commission Advisor, provided statistics on the occurrence of sexual assault. Ms. Nelson related her personal experience with sexual assault. She shared the work she had accomplished with former representative Steve Handy on two pieces of legislation. The first was to extend the statute of limitations for reporting sex crimes against minors to the age of 28. The other piece of legislation was to open the Utah Courts Exchange System to the public to allow access to search whether a person’s criminal history. Ms. Nelson expressed the fact that education about this topic needed to be ongoing and how difficult and complex the subject was. She identified some resources available to the public: National Sexual Assault Hotline 800-656-HOPE, Rape Crisis Center, Clearfield City’s Victim Advocate and Victim Housing Advocate.

Councilmember Phipps recommended continuing an annual presentation for this proclamation.

Councilmember Phipps moved to approve the Proclamation declaring the month of April each year as “Sexual Assault Awareness Month” in the City of Clearfield, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

APPROVAL OF A PROCLAMATION DECLARING THE MONTH OF APRIL EACH YEAR AS CLEARFIELD AUTISM ACCEPTANCE MONTH

Councilmember Peterson shared her personal experience with an autistic child. “Autism Acceptance Month” in April aims to celebrate and promote acceptance for the condition that occurs in one in every 54 children as of 2020 in the United States. The City recognized that autism was a complex developmental condition affecting the patient’s ability to interact, communicate, and progress and has many subtypes. The City of Clearfield joined the nation in recognizing the month of April each year as National Autism Acceptance Month, as a symbol of their commitment to creating a culture of disability awareness and inclusion for all members of our community.

Councilmember Peterson moved to approve the Proclamation declaring the month of April each year as “Clearfield Autism Acceptance Month” in the City of Clearfield, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Roper.

RESULT: Passed [5 TO 0]

YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson

NO: None

COMMUNICATION ITEMS

A. Mayor's Report

1. Mayor reported on the trip to Washington D.C. with the Youth Commission for the National League of Cities (NLC) Congressional City Conference.
2. He informed the Council that he had been asked to serve on the Housing Supply Accelerator Steering Committee which was a joint effort in conjunction with American Planners Association to give tools and guides for affordable housing in America. Mayor Shepherd was impressed with who was at the table: Zillow, VREO, National Association of Mortgage Brokers (NAMB), Housing and Urban Development (HUD), AirBnB and others. He said they would ultimately bring in the National Association of Realtors. He said a majority of city leaders asked for a toolkit to address opposition by residents to proposed developments in their local areas and to help them explain that density wasn't necessarily a bad thing. He said that Clearfield was brought up in the meeting as an example of a city that was addressing it through its Form Based Code and other areas.
3. As Chair for the Finance Administration and Intergovernmental Regulations (FAIR), Mayor Shepherd had great discussions during the NLC conference on tax policy and tax credits. He said they had a great listening session with Senate staff to hear concerns about grants and the application process. Those present had been able to explain that the current process usually dissuades cities from applying for grants with the massive amount of red-tape.
4. He recounted taking the Youth Commission to meet with two Generals and discussed how they could help military families that were relocating to the Clearfield area to feel a part of the community. One youth commission member solicited advice on strategies to apply to the Air Force Academy.
5. He met at the White House to discuss issues NLC had presented.
6. He had attended the Maintenance Professional of the Year celebration at Hill Air Force Base.
7. Mayor Shepherd had toured Argentine Corner and reported that they were about a week from opening. The restaurant had decided to make the new location their only location.
8. He reported that he had met with the Military Installation Development Authority (MIDA) about the 1800 North interchange. They had major concerns about the three gate trail getting done. Ultimately that trail would connect Ogden to the 5600 South gate at Hill Air Force Base. UDOT had design limitations with the 1800 North interchange that might kill the City's trail. He said they were working with UDOT to get those details fixed to make the trail work.
9. Mayor Shepherd, JJ Allen and Summer Palmer had met with the Utah Housing Preservation Fund who were looking for assistance to take over multi-family projects to rehabilitate and maintain them as low-income projects.
10. He expressed appreciation to staff for the recent Easter Egg Hunt. Some residents thought the Egg Hunt had been cancelled after seeing that it was cancelled at Steed Park.
11. He expressed appreciation to staff for the recent "Clearfield Connections Lunch and Learn." The event included a ribbon-cutting and marketing presentation from Connections Magazine. He said the City would send out a letter to all businesses to get involved in every way they could, including advertising in the Connections Magazine.
12. He reported he had multiple meetings with Congressman Moore who would also make an appearance at Clearfield Job Corps on Thursday. Mayor Shepherd would be the keynote speaker at their graduation ceremony.

B. City Council Reports

Councilmember Bush

1. Expressed his appreciation to staff for the lunch and learn and hoped it would assist Clearfield's businesses who were present.
2. He mentioned Clearfield Job Corps was looking for ways to interact more with the cities to serve or help.
3. He had attended a meeting last Wednesday at the Sewer plant where they provided a demonstration on how to be safe in confined spaces. It was specifically showing how to get down

- into a hole to rescue.
4. He provided an update on the sewer pipe project. The weather had been prohibitive of piping in the Bay but the water had risen to the end of the pipe so a ditch would not have to be dug. He reported that they were working on the pump house on the east end on the south side which would pump water. He described the enormity of the pumps, for instance, the concrete on the pump house was 40 inches thick.
 5. He said several people had asked if the City was experiencing sewer backups. He reported that the Sewer District reported there had been none. Ten years ago, the Sewer District had started lining the pipes. He described how this process had decreased the flow to the plant. He brought up the concern of residents installing sump pumps that directed water from their basements to the sewer. He said they still had plenty of capacity, but it was not technically legal to direct it to the City's sewer system. He explained that if the storm water was in the sewer pipes it would get oils and other substances from the road into the sewer line and was difficult to clean out. He informed the Council that the plant manager said it had increased chlorine levels in the water for some reason to the point of being close to being out of compliance.
 6. He said the Kiwanis Club would have a booth at the upcoming Business Expo at the Chamber of Commerce.

Councilmember Peterson

1. Expressed appreciation to the Youth Commission leaders, Jenna Nelson and Annie Barlow, and Mr. Allen and Mayor Shepherd for their efforts during the NLC Conference.
2. She congratulated the Aquatic Center and Recreation staff for the successful Easter activities.
3. She recognized the public works employees for their work during the winter season on top of all the other responsibilities they hold.
4. She wished the City's dispatch employees a "Happy Telecommunicators Week" and expressed appreciation for their work.
5. Expressed appreciation to Pastor Carlson for his attendance and extended her best wishes for recovery to her friends at Nations for Christ.

Councilmember Thompson

1. Nothing to report

Councilmember Roper

1. Expressed his appreciation on behalf of the Chamber of Commerce, for the ribbon cutting here and hosting the Lunch and Learn.
2. He informed them of the upcoming Business Expo on April 27th at the Chamber of Commerce. He said they had ninety-eight booths, eight of which were Clearfield businesses: Job Corps, Green Light Solutions, Java Espresso, Legacy Roofing, NetCom Park, Tru by Hilton, Wasatch Printing & Apparel. He informed them that Amanda Dickson from KSL would be speaking.

Councilmember Phipps:

1. Nothing to Report

C. City Manager's Report 

JJ Allen

1. Council Retreat had been scheduled for June 9th, 2023.
2. He informed the Council that he had the Utah City Manager's Association (UCMA) Conference next week and the National League of Cities and Towns (NLC) conference the second part of the week.
3. He told Council the Top 5 Department Updates hadn't been included on the agenda and asked if they wanted to have staff review them now or send it in an email. Mr. Allen agreed to forward the information to Council via email.
- 4.

D. Staffs' Reports

Nancy Dean, City Recorder

1. Ms. Dean reported there would not be council meetings on April 18, 2023.
2. She anticipated there would be a work and policy session on April 25, 2023.
3. She said there tentatively was a work session scheduled on May 2, 2023.
4. Ms. Dean said May 9, 2023 would tentatively be a budget night.
5. She reported that tonight's policy session was the first live meeting utilizing the new PrimeGov software.

Councilmember Peterson moved to adjourn as the City Council and reconvene as the CDRA in policy session at 8:25 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This day of 2023**

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, April 11, 2023.

/s/ Nancy R. Dean, City Recorder



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Rich Knapp, Chief Finance Officer
MEETING DATE: May 9, 2023
SUBJECT: Fiscal Year 2024 Tentative Budget

RECOMMENDED ACTION

Staff recommends the City Council adopt the FY 2024 Tentative Budget.

DESCRIPTION / BACKGROUND

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

CORRESPONDING POLICY PRIORITIES


- Improving Clearfield's Image, Livability, and Economy
- Maintaining a Highly Motivated and Well-Trained Workforce
- Providing Quality Municipal Services

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

HEDGEHOG SCORE

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

FISCAL IMPACT



The final adopted budget is a legally binding financial plan. The proposed budget has total revenues and transfers equal to \$44,608,191 in addition to \$44,199,324 use of fund balance, equaling \$88,807,515 in total sources. Total appropriations equal \$88,807,515. Clearfield Station is included in these figures.

ALTERNATIVES

Approving a tentative budget is legally required at this meeting. However, the budget can still be changed (to reflect updates a change in priorities) before adoption of the final budget.

SCHEDULE / TIME CONSTRAINTS

The Tentative Budget must be approved on or before the first scheduled meeting in May, and the final budget must be approved by June 30 if there is no truth in taxation. With a truth in taxation the last opportunity to adopt the final budget before September 1.

LIST OF ATTACHMENTS

- Fiscal Year 2024 Tentative Budget



**Fiscal Year 2024
Tentative Budget
July 1, 2023 - June 30, 2024**



FY24 Budget Highlights

Revenues

\$625k budget increase to Sales Tax

Property Tax revenue the same, rate will decrease

\$585k increase to Energy Tax

\$45k increase to Aquatic and Fitness Center Revenue

\$5.9 million use of Unrestricted Fund Balance for one-time expenses

Ending Unrestricted Fund Balance 21% of revenues, or 76 days of operating expense

General Fund Net Operating Supplus \$96k

City utility rate increase January 2024 \$2.23 per month

Conservation water use rates - higher water use pays more

Issue bonds for water projects

} Enterprise Funds Only

Personnel

Market/Merit Average Increase - 6.4%

Health Insurance Increase - 6.9%

Convert PT to FT Building Maintenance

2 new Police Officers

New Finance Clerk

Convert PT to FT Community Services Admin Assistant

Capital Projects

\$7.5M Maintenance & Operation Center Ph 3, \$1.06M split 5 funds, partially federal funded

\$30M Clearfield Station - \$18.5M bond, the rest grants and other sources

\$756k Park projects - Thornock playground, Fox Hollow Arboretum upgrade & Playground

Bicentennial Parking & Lighting, Fisher Skate Lighting,

\$870k Facility projects - CAFC roof & pool lap liner, City Hall elevators, Arts Center Plumbing

\$530k Street Surface Treatment

\$2M Street Projects

\$320k Dump Truck replace

New projects - \$2.1M water, \$825k sewer, \$472k storm

\$395k Water Meter Replacements

} Enterprise Funds

Other

Dispatch Moving to Layton - Net of revenue loss & expense cut projected in City's favor

Animal Control handled directly by County. Increased Prop tax levy at Co. & decreased at City

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
100000 General Fund					
Taxes					
311001 Current General Property	2,186,676	2,822,729	3,062,625	2,900,131	(162,494)
311002 Vehicle Value Based Tax	146,349	153,525	115,000	115,000	-
312001 Delinquent Taxes Prior Yr	18,459	185,487	55,000	55,000	-
313001 General Sales & Use Taxes	5,941,968	6,469,844	6,375,000	7,000,000	625,000
313002 Energy Use Tax	2,478,493	2,837,260	2,545,000	3,130,000	585,000
313003 PARAT Tax	353,434	366,812	361,000	360,000	(1,000)
314002 CaTV Franchise Taxes	153,678	148,693	152,000	152,000	-
314003 Utility Franchise Taxes	502,940	499,961	515,000	545,000	30,000
314004 Muni Telecom License Tax	154,945	134,768	130,000	130,000	-
315001 Transient Room Tax	11,311	13,298	7,000	13,000	6,000
Taxes Total	11,948,254	13,632,378	13,317,625	14,400,131	1,082,506
Licenses & Permits					
321001 Business Licenses	101,636	107,085	110,000	213,500	103,500
321002 Landlord Registration	63,474	55,295	25,000	-	(25,000)
322002 Sign Permits	750	1,750	1,500	1,500	-
322101 Building Permits	893,084	608,296	400,000	400,000	-
322103 Excavation Permits	141,784	22,920	8,000	8,000	-
322104 Demolition Permits	600	1,650	900	900	-
322105 Inspection Fees	11,656	11,844	6,000	6,000	-
322401 Cemetery & Burial Permits	21,350	20,250	22,000	22,000	-
Licenses & Permits Total	1,234,335	829,090	573,400	651,900	78,500
Intergovernmental					
331001 Federal Grants	2,286,768	1,558,976	7,580	8,360	780
331006 CDBG Grant Revenue	126,642	555,923	204,240	193,361	(10,879)
334001 State Grants	288,647	307,676	4,322,498	298,112	(4,024,386)
335001 Class C Roads	1,122,116	1,146,201	1,100,000	1,150,000	50,000
335002 Liquor Fund Allotment	23,139	48,141	35,000	37,000	2,000
335003 County Transportation	550,906	605,330	600,000	740,000	140,000
Intergovernmental Total	4,398,218	4,222,248	6,269,318	2,426,833	(3,842,485)

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
Charges for Services					
341001 Zoning & Subdivision	44,737	39,558	42,000	40,000	(2,000)
341002 Plan Check Fee	308,440	170,929	115,000	100,000	(15,000)
342001 Special Police Services	49,284	40,751	42,000	42,000	-
342002 Davis SD Police Protectio	72,414	83,000	83,000	83,000	-
342003 Dui/Seatbelt (Overtime Re	2,583	1,303	23,000	23,000	-
342004 E-911 Service Fees	326,872	329,299	325,000	325,000	-
342006 Dispatch Services	85,008	85,008	120,000	135,000	15,000
342007 Metro Narcotics Ovt	13,772	5,125	14,000	14,000	-
343002 MIDA	6,717	10,535	10,000	11,000	1,000
347001 Aquatic & Fitness Center	1,199,985	1,360,322	1,610,000	1,655,000	45,000
347003 Recreation	241,220	233,835	285,000	200,000	(85,000)
347004 Arts	-	1,710	156,000	90,000	(66,000)
348001 Cemetery Plots	18,530	8,970	11,000	11,000	-
349002 NDFD Billing	-	-	1,000	1,000	-
Charges for Services Total	2,369,562	2,370,344	2,837,000	2,730,000	(107,000)
Fines & Forfeitures					
351001 Fines/Forfeitures	326,869	298,965	315,000	315,000	-
351003 Code Enforcement Fines	20,893	11,190	10,000	13,000	3,000
353001 Fees/Contempt	156,236	136,573	190,000	119,000	(71,000)
353002 Court Security Fees	16,636	10,139	17,000	17,000	-
353003 Misc Court Cost Reimb	168	57	500	500	-
Fines & Forfeitures Total	520,802	456,924	532,500	464,500	(68,000)
Miscellaneous					
361001 Interest Earnings	78,511	173,976	60,000	80,000	20,000
361005 Unrealized Gains & Losses	55,804	(347,473)	-	-	-
362001 Community Service Rentals	58,478	74,390	20,000	20,000	-
362002 Rent/Lease Revenues	15,814	16,904	15,600	15,600	-
364001 Sale Of Fixed Assets G/L	2,681,223	364	-	-	-
367001 Bond Proceeds	-	21,764,000	-	-	-
369001 Misc Revenues	106,096	79,496	45,000	45,000	-
369003 Donation Revenue	64,660	48,023	42,000	21,400	(20,600)
369004 Return Check Fees	1,060	1,180	750	750	-
369005 One Time Misc Revenue	9,738	17,556	-	-	-
Miscellaneous Total	3,071,384	21,828,416	183,350	182,750	(600)
Utility Charges					
371007 Commercial Fire Protect	120,217	126,497	123,000	123,000	-
Utility Charges Total	120,217	126,497	123,000	123,000	-
Other Sources					
381001 Trnf Other Funds	-	1,274,395	-	-	-
381002 Trnf CDRA Sales Tax Bond	775,943	776,455	774,983	769,800	(5,183)
381003 Trnf EF Sales Tax Bond	156,678	157,907	157,329	156,560	(769)
381005 Trnf from EF	89,467	97,402	100,000	100,000	-
382001 Trnf from CDRA	206,496	190,835	180,799	180,799	-
382002 EF Indirect Cost Alloc	1,153,609	1,153,501	1,158,321	1,158,321	-
382003 Pay In Lieu Davis County	4,528	4,534	4,300	4,500	200
Other Sources Total	2,386,721	3,655,029	2,375,732	2,369,980	(5,752)
100000 General Fund Total	26,049,492	47,120,925	26,211,925	23,349,094	(2,862,831)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
General Fund					
104111 Mayor & Council					
Personnel					
611101 Full-Time Employees	72,873	79,364	72,480	79,080	6,600
613101 FICA	4,636	5,128	4,981	4,945	(36)
613201 Utah Retirement Systems	12,308	12,319	12,195	12,150	(45)
613301 Health Insurance	68,498	74,789	79,974	84,888	4,914
613302 Dental Insurance	4,262	4,273	4,265	4,290	25
613304 Vision Insurance	935	933	933	933	-
613401 Worker's Compensation	819	944	809	809	-
614101 Clothing Allow - FT	135	32	960	960	-
Personnel Total	164,466	177,782	176,597	188,055	11,458
Materials & Services					
621201 Membership Dues	20,238	21,460	23,699	24,971	1,272
621301 Training & Registration	2,577	5,840	12,335	12,935	600
623101 In-State Travel	1,491	1,898	3,240	3,571	331
623501 Out-of-State Travel	-	6,108	20,228	21,228	1,000
631003 Insurance Fees	1,732	2,383	2,461	2,634	173
631006 Contracted Services	-	4,000	48,000	48,000	-
645001 Special Department Allow	-	246	-	-	-
645002 Donation Expenditures	-	500	2,500	2,500	-
663001 Contingency	-	-	5,000	5,000	-
664001 Council Expense	20,065	72,929	110,401	114,901	4,500
664002 Youth Commission	42	7,906	5,500	5,500	-
Materials & Services Total	46,145	123,270	233,364	241,240	7,876
104111 Mayor & Council Total	210,612	301,053	409,961	429,295	19,334

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104121 Justice Court					
Personnel					
611101 Full-Time Employees	222,244	239,438	253,365	275,832	22,467
611201 Overtime	-	314	105	300	195
611501 Part-Time	17,996	5,406	-	-	-
613101 FICA	17,278	17,621	18,896	20,679	1,783
613201 Utah Retirement Systems	41,550	43,648	47,278	54,440	7,162
613301 Health Insurance	67,255	74,491	87,388	44,274	(43,114)
613302 Dental Insurance	4,157	4,162	4,660	2,344	(2,316)
613304 Vision Insurance	915	952	1,048	524	(524)
613401 Worker's Compensation	532	593	222	682	460
613601 LTD, ADD, & Life	1,868	1,978	1,970	1,970	-
614101 Clothing Allow - FT	-	-	240	225	(15)
Personnel Total	373,794	388,600	415,172	401,270	(13,902)
Materials & Services					
621101 Publications & Subscriptions	1,319	648	700	900	200
621201 Membership Dues	906	486	345	345	-
621301 Training & Registration	-	250	485	485	-
623101 In-State Travel	-	811	2,930	2,919	(11)
624001 Office Supplies	1,316	921	4,000	3,000	(1,000)
631003 Insurance Fees	2,182	2,623	2,744	2,937	193
631004 Bank Fees	11,346	12,710	9,500	10,500	1,000
631006 Contracted Services	8,775	8,456	40,000	21,800	(18,200)
645001 Special Department Allow	225	440	500	500	-
661001 Miscellaneous Supplies	-	-	500	500	-
662001 Miscellaneous Services	6,665	7,793	7,915	9,915	2,000
Materials & Services Total	32,735	35,139	69,619	53,801	(15,818)
104121 Justice Court Total	406,529	423,739	484,791	455,071	(29,720)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104131 City Manager					
Personnel					
611101 Full-Time Employees	274,624	294,072	310,827	332,173	21,346
611501 Part-Time	1,088	1,387	19,000	5,782	(13,218)
613101 FICA	21,134	22,662	23,105	25,010	1,905
613201 Utah Retirement Systems	50,583	54,096	57,189	58,801	1,612
613301 Health Insurance	36,904	40,190	43,668	46,340	2,672
613302 Dental Insurance	2,328	2,335	2,330	2,344	14
613304 Vision Insurance	525	524	524	524	-
613401 Worker's Compensation	3,361	1,469	277	296	19
613601 LTD, ADD, & Life	1,601	1,601	1,649	1,649	-
614101 Clothing Allow - FT	-	-	120	150	30
614201 Car Allowance	10,243	10,224	10,200	10,200	-
Personnel Total	402,390	428,559	468,889	483,269	14,380
Materials & Services					
621201 Membership Dues	1,200	2,812	2,565	2,300	(265)
621301 Training & Registration	968	3,695	4,160	4,425	265
623101 In-State Travel	2,481	2,142	1,916	2,126	210
623501 Out-of-State Travel	-	4,980	8,005	9,745	1,740
624001 Office Supplies	-	11	850	850	-
631003 Insurance Fees	1,470	2,191	2,302	2,464	162
631006 Contracted Services	4,789	-	5,000	5,000	-
645001 Special Department Allow	9,049	7,907	11,400	11,400	-
663001 Contingency	2,820	-	10,000	10,000	-
Materials & Services Total	22,777	23,738	46,198	48,310	2,112
104131 City Manager Total	425,166	452,297	515,087	531,579	16,492

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104132 City Recorder					
Personnel					
611101 Full-Time Employees	130,815	137,393	148,280	151,829	3,549
611201 Overtime	324	672	510	510	-
613101 FICA	9,482	10,450	11,227	11,361	134
613201 Utah Retirement Systems	24,236	24,182	27,277	27,264	(13)
613301 Health Insurance	32,296	16,243	16,456	40,542	24,086
613302 Dental Insurance	1,933	1,412	770	1,946	1,176
613304 Vision Insurance	409	299	147	409	262
613401 Worker's Compensation	115	143	131	737	606
613601 LTD, ADD, & Life	1,047	984	1,080	1,080	-
614101 Clothing Allow - FT	-	-	140	150	10
Personnel Total	200,658	191,778	206,018	235,828	29,810
Materials & Services					
621101 Publications & Subscriptions	596	748	550	785	235
621201 Membership Dues	758	722	1,000	1,045	45
621301 Training & Registration	386	1,666	2,584	2,644	60
622101 Public Outreach & Notices	10,276	5,627	4,000	4,000	-
623101 In-State Travel	-	1,125	1,670	2,190	520
623501 Out-of-State Travel	-	-	-	2,099	2,099
624001 Office Supplies	1,769	1,967	2,000	2,000	-
624006 Postage / Mailing	-	-	100	100	-
631003 Insurance Fees	903	1,345	1,404	1,503	99
631006 Contracted Services	2,831	25,011	21,050	34,550	13,500
645001 Special Department Allow	-	58	200	200	-
662001 Miscellaneous Services	50	-	350	350	-
Materials & Services Total	17,569	38,269	34,908	51,466	16,558
104132 City Recorder Total	218,227	230,047	240,926	287,294	46,368

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104133 Legal					
Personnel					
611101 Full-Time Employees	282,764	321,104	342,610	359,723	17,113
611501 Part-Time	21,889	20,762	28,409	30,352	1,943
613101 FICA	23,106	26,085	27,501	29,153	1,652
613201 Utah Retirement Systems	52,368	59,815	63,973	65,075	1,102
613301 Health Insurance	70,348	70,492	74,920	69,570	(5,350)
613302 Dental Insurance	4,392	4,323	4,077	3,984	(93)
613304 Vision Insurance	856	971	917	891	(26)
613401 Worker's Compensation	1,301	1,730	1,357	1,718	361
613601 LTD, ADD, & Life	2,116	2,465	2,259	2,259	-
614101 Clothing Allow - FT	317	319	300	375	75
614201 Car Allowance	4,820	4,811	4,800	4,800	-
Personnel Total	464,276	512,879	551,123	567,900	16,777
Materials & Services					
621101 Publications & Subscriptions	700	2,448	859	1,750	891
621201 Membership Dues	1,300	1,333	2,210	2,285	75
621301 Training & Registration	1,015	1,762	1,620	1,620	-
623101 In-State Travel	534	2,425	4,988	4,988	-
623501 Out-of-State Travel	-	1,130	2,895	3,013	118
624001 Office Supplies	1,152	572	3,080	3,080	-
631003 Insurance Fees	1,549	3,083	3,220	3,446	226
631006 Contracted Services	145	-	1,000	1,000	-
631009 Outside Legal Counsel	4,430	4,821	15,000	15,000	-
645001 Special Department Allow	69,791	65,925	41,500	41,500	-
661001 Miscellaneous Supplies	230	288	250	250	-
Materials & Services Total	80,846	83,787	76,622	77,932	1,310
104133 Legal Total	545,122	596,666	627,745	645,832	18,087

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104141 Human Resources					
Personnel					
611101 Full-Time Employees	154,067	139,734	147,371	157,444	10,073
611501 Part-Time	-	-	-	22,100	22,100
613101 FICA	9,564	9,952	10,352	13,478	3,126
613201 Utah Retirement Systems	22,709	26,291	27,299	28,284	985
613301 Health Insurance	37,617	40,306	43,788	46,340	2,552
613302 Dental Insurance	2,328	2,335	2,330	2,344	14
613304 Vision Insurance	263	272	262	524	262
613401 Worker's Compensation	289	262	129	158	29
613501 Unemployment	-	-	12,000	12,000	-
613601 LTD, ADD, & Life	1,016	1,077	1,044	1,044	-
614101 Clothing Allow - FT	112	129	120	225	105
Personnel Total	227,965	220,358	244,695	283,941	39,246
Materials & Services					
621101 Publications & Subscriptions	1,454	1,316	25,272	26,672	1,400
621201 Membership Dues	711	1,036	1,583	2,135	552
621301 Training & Registration	1,272	1,600	10,340	8,921	(1,419)
621401 Educational Reimbursement	2,746	3,662	10,000	10,000	-
622301 Job Advertisements	550	250	2,700	2,700	-
623101 In-State Travel	-	1,218	800	800	-
623501 Out-of-State Travel	-	2,410	1,950	1,950	-
624001 Office Supplies	117	1,791	200	200	-
624004 Materials & Supplies	11,950	5,323	7,490	9,700	2,210
624005 Printing	466	601	750	1,000	250
624006 Postage / Mailing	11	21	100	100	-
631003 Insurance Fees	1,867	2,462	2,080	2,226	146
631006 Contracted Services	10,078	24,295	11,365	31,865	20,500
645001 Special Department Allow	15,116	7,223	12,800	12,800	-
645003 Employee Incentive Awards	19,335	15,854	31,000	31,000	-
662001 Miscellaneous Services	4,527	3,936	4,900	5,500	600
Materials & Services Total	70,200	72,997	123,330	147,569	24,239
104141 Human Resources Total	298,165	293,354	368,025	431,510	63,485

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104142 Information Technologies					
Personnel					
611101 Full-Time Employees	149,014	146,480	238,313	234,175	(4,138)
611201 Overtime	-	481	-	-	-
611501 Part-Time	23,457	9,369	-	-	-
613101 FICA	12,995	11,713	17,999	17,787	(212)
613201 Utah Retirement Systems	27,738	26,344	44,203	43,482	(721)
613301 Health Insurance	18,491	20,121	43,794	22,257	(21,537)
613302 Dental Insurance	562	216	1,165	1,172	7
613304 Vision Insurance	364	309	524	262	(262)
613401 Worker's Compensation	2,101	2,285	2,897	2,854	(43)
613601 LTD, ADD, & Life	1,134	1,060	1,168	1,168	-
614101 Clothing Allow - FT	-	-	120	225	105
Personnel Total	235,855	218,378	350,183	323,382	(26,801)
Materials & Services					
621101 Publications & Subscriptions	-	-	240	-	(240)
621301 Training & Registration	-	450	4,425	24,465	20,040
623501 Out-of-State Travel	-	-	1,310	9,320	8,010
624001 Office Supplies	4	278	1,000	1,000	-
624201 Software	2,158	2,875	5,000	5,000	-
624203 Website	-	-	2,000	2,000	-
624204 Annual Maint. & Support	242,939	298,312	279,084	331,659	52,575
625001 Equip. Maint. & Supplies	14,952	15,662	22,000	20,000	(2,000)
625002 Equipment Purchases	40,624	63,683	170,180	342,800	172,620
625204 Fleet Lease	1,395	1,514	1,395	1,392	(3)
628002 Landlines	31,258	37,450	29,350	29,350	-
631003 Insurance Fees	8,195	20,578	28,937	30,963	2,026
631006 Contracted Services	19,105	14,640	28,000	22,000	(6,000)
645001 Special Department Allow	48	230	500	750	250
Materials & Services Total	360,677	455,672	573,421	820,699	247,278
Capital					
673001 Capital Project	128	11,707	6,000	-	(6,000)
674001 Machinery & Equipment	41,981	63,582	57,600	57,500	(100)
674003 Vehicle Replacement	-	-	38,527	-	(38,527)
Capital Total	42,108	75,288	102,127	57,500	(44,627)
104142 Information Technologies Total	638,640	749,338	1,025,731	1,201,581	175,850

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104143 Finance					
Personnel					
611101 Full-Time Employees	303,951	339,732	346,681	400,699	54,018
611201 Overtime	1,177	420	300	300	-
613101 FICA	22,597	24,280	26,235	30,185	3,950
613201 Utah Retirement Systems	56,491	59,057	63,701	71,380	7,679
613301 Health Insurance	34,479	38,044	40,858	56,865	16,007
613302 Dental Insurance	3,231	2,837	2,465	3,242	777
613304 Vision Insurance	651	588	503	674	171
613401 Worker's Compensation	268	343	303	352	49
613601 LTD, ADD, & Life	2,683	2,733	2,765	2,765	-
614101 Clothing Allow - FT	185	265	240	300	60
Personnel Total	425,711	468,301	484,051	566,762	82,711
Materials & Services					
621101 Publications & Subscriptions	225	26	300	300	-
621201 Membership Dues	-	-	590	725	135
621301 Training & Registration	595	1,546	2,050	2,690	640
623101 In-State Travel	116	1,356	2,129	2,141	12
623501 Out-of-State Travel	(201)	-	2,640	2,640	-
624001 Office Supplies	2,331	2,134	1,250	1,250	-
624004 Materials & Supplies	2,226	3,641	2,000	2,000	-
631001 Auditor Fees	40,000	35,000	55,000	45,000	(10,000)
631003 Insurance Fees	1,925	2,976	3,103	3,321	218
631004 Bank Fees	(11,157)	(9,928)	1,000	1,000	-
631006 Contracted Services	3,850	-	6,700	8,700	2,000
645001 Special Department Allow	941	1,206	2,001	2,001	-
Materials & Services Total	40,851	37,957	78,763	71,768	(6,995)
104143 Finance Total	466,562	506,258	562,814	638,530	75,716

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104144 Customer Service					
Personnel					
611101 Full-Time Employees	174,061	156,636	154,919	175,720	20,801
611201 Overtime	32	108	-	-	-
611501 Part-Time	25,208	12,309	15,629	18,252	2,623
613101 FICA	13,496	12,122	12,670	14,343	1,673
613201 Utah Retirement Systems	28,664	28,298	28,903	31,867	2,964
613301 Health Insurance	43,009	44,853	52,123	64,526	12,403
613302 Dental Insurance	2,826	2,589	3,271	2,528	(743)
613304 Vision Insurance	501	478	625	455	(170)
613401 Worker's Compensation	175	221	150	170	20
613601 LTD, ADD, & Life	2,096	1,971	2,027	2,027	-
614101 Clothing Allow - FT	480	29	240	300	60
614102 Clothing Allow - PT	160	-	80	300	220
Personnel Total	290,708	259,613	270,637	310,488	39,851
Materials & Services					
621101 Publications & Subscriptions	50	-	100	850	750
621201 Membership Dues	-	95	150	150	-
621301 Training & Registration	807	715	640	690	50
623101 In-State Travel	-	354	1,858	1,858	-
624001 Office Supplies	6,606	4,540	7,250	8,000	750
624004 Materials & Supplies	2,962	993	1,500	-	(1,500)
624005 Printing	-	-	1,000	1,000	-
631003 Insurance Fees	2,108	2,296	2,380	2,547	167
631004 Bank Fees	5,410	4,143	7,275	5,000	(2,275)
631006 Contracted Services	-	11,175	-	5,790	5,790
645001 Special Department Allow	3,024	1,764	600	600	-
Materials & Services Total	20,966	26,076	22,753	26,485	3,732
104144 Customer Service Total	311,674	285,688	293,390	336,973	43,583
104151 Interdepartmental Service					
Materials & Services					
624006 Postage / Mailing	15,540	10,349	18,175	18,175	-
624206 Wireless Communications	58,552	62,859	59,400	58,560	(840)
627001 Electric	289,845	264,357	285,000	285,000	-
627002 Natural Gas	94,774	119,586	115,000	120,000	5,000
627003 City Utilities	89,467	97,402	100,000	100,000	-
631003 Insurance Fees	19,149	23,265	25,873	27,685	1,812
631006 Contracted Services	41,375	35,500	45,000	40,000	(5,000)
663001 Contingency	1,599,149	-	20,000	20,000	-
Materials & Services Total	2,207,851	613,318	668,448	669,420	972
Debt					
681001 Debt Service-Principal	179,247	184,860	190,603	196,478	5,875
681002 Debt Service-Interest	36,017	32,441	28,753	24,951	(3,802)
Debt Total	215,264	217,301	219,356	221,429	2,073
104151 Interdepartmental Service Total	2,423,115	830,619	887,804	890,849	3,045

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104161 Facilities Maintenance					
Personnel					
611101 Full-Time Employees	113,135	216,731	180,067	217,491	37,424
611201 Overtime	13,064	18,608	10,400	10,400	-
611501 Part-Time	19,829	-	24,172	-	(24,172)
613101 FICA	10,899	15,189	15,168	16,319	1,151
613201 Utah Retirement Systems	23,648	35,705	33,697	39,661	5,964
613301 Health Insurance	25,441	48,861	48,580	54,826	6,246
613302 Dental Insurance	1,727	2,355	2,893	2,911	18
613304 Vision Insurance	364	486	625	363	(262)
613401 Worker's Compensation	1,786	3,228	2,490	2,645	155
613601 LTD, ADD, & Life	932	1,361	960	960	-
614101 Clothing Allow - FT	168	496	2,205	1,725	(480)
614102 Clothing Allow - PT	280	-	460	360	(100)
Personnel Total	211,271	343,020	321,717	347,661	25,944
Materials & Services					
621101 Publications & Subscriptions	125	199	320	320	-
621301 Training & Registration	299	50	250	1,450	1,200
623501 Out-of-State Travel	-	-	1,411	1,995	584
624107 Uniforms & PPE	583	528	750	750	-
625001 Equip. Maint. & Supplies	-	8,275	4,600	4,600	-
625002 Equipment Purchases	100	19,563	101,409	16,600	(84,809)
625003 Equipment Rental	-	-	3,000	3,000	-
625201 Tires/Brakes	-	-	-	1,000	1,000
625202 Fuel/Oil	1,985	1,894	4,050	3,500	(550)
625203 Fleet Repair	-	-	501	500	(1)
625204 Fleet Lease	4,280	4,644	4,280	5,323	1,043
625501 Equipment Repairs	-	-	500	500	-
626001 Building Maintenance	48,484	56,989	56,500	58,300	1,800
631003 Insurance Fees	4,184	4,060	4,257	4,555	298
631006 Contracted Services	280,480	294,428	317,960	395,110	77,150
631007 Agency Permits	425	800	525	1,800	1,275
663001 Contingency	-	-	10,000	10,000	-
Materials & Services Total	340,945	391,430	510,313	509,303	(1,010)
Capital					
673001 Capital Project	-	11,421	105,087	226,000	120,913
674003 Vehicle Replacement	-	-	38,527	83,500	44,973
Capital Total	-	11,421	143,614	309,500	165,886
104161 Facilities Maintenance Total	552,217	745,872	975,644	1,166,464	190,820
104172 Elections					
Materials & Services					
621301 Training & Registration	-	-	200	200	-
622101 Public Outreach & Notices	410	79	1,000	500	(500)
624001 Office Supplies	-	9	-	100	100
624004 Materials & Supplies	-	4,039	200	4,200	4,000
631006 Contracted Services	-	15,081	-	40,000	40,000
Materials & Services Total	410	19,207	1,400	45,000	43,600
104172 Elections Total	410	19,207	1,400	45,000	43,600

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104211 Police Admin					
Personnel					
611101 Full-Time Employees	375,563	457,107	520,413	557,389	36,976
611201 Overtime	353	564	500	500	-
613101 FICA	27,408	33,634	38,893	41,961	3,068
613201 Utah Retirement Systems	115,567	135,965	152,420	162,521	10,101
613301 Health Insurance	73,738	97,574	118,410	102,860	(15,550)
613302 Dental Insurance	4,712	5,316	6,200	5,424	(776)
613304 Vision Insurance	903	1,039	1,227	1,020	(207)
613401 Worker's Compensation	3,772	4,915	4,658	4,979	321
613601 LTD, ADD, & Life	2,559	2,701	2,682	2,634	(48)
614101 Clothing Allow - FT	811	943	900	1,200	300
Personnel Total	605,385	739,758	846,303	880,488	34,185
Materials & Services					
621101 Publications & Subscriptions	176	120	900	900	-
621201 Membership Dues	1,062	1,300	1,470	1,570	100
621301 Training & Registration	4,148	423	3,490	3,690	200
623101 In-State Travel	1,691	2,267	3,151	3,151	-
623501 Out-of-State Travel	589	-	5,321	6,103	782
624001 Office Supplies	827	1,890	2,950	2,950	-
624107 Uniforms & PPE	1,844	1,853	1,800	2,400	600
625001 Equip. Maint. & Supplies	398	630	1,500	1,500	-
625002 Equipment Purchases	3,715	1,561	-	-	-
631003 Insurance Fees	3,077	5,130	5,387	5,765	378
631006 Contracted Services	160,918	190,821	208,600	10,500	(198,100)
645001 Special Department Allow	4,437	3,807	6,100	7,700	1,600
661001 Miscellaneous Supplies	5,166	1,928	3,860	5,260	1,400
663001 Contingency	6,911	5,002	2,500	2,500	-
Materials & Services Total	194,958	216,734	247,029	53,989	(193,040)
104211 Police Admin Total	800,344	956,492	1,093,332	934,477	(158,855)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104212 Patrol & Investigations					
Personnel					
611101 Full-Time Employees	1,751,100	1,943,169	2,284,530	2,601,003	316,473
611201 Overtime	83,085	102,838	116,146	121,700	5,554
611202 Overtime - Grant	31,916	21,320	91,400	84,000	(7,400)
611501 Part-Time	51,961	67,647	107,728	116,024	8,296
613101 FICA	141,607	157,865	179,612	222,325	42,713
613201 Utah Retirement Systems	491,553	528,412	630,590	735,642	105,052
613301 Health Insurance	335,802	342,918	367,396	500,449	133,053
613302 Dental Insurance	27,025	24,482	25,454	31,432	5,978
613304 Vision Insurance	4,503	4,165	4,177	5,689	1,512
613401 Worker's Compensation	22,893	29,634	28,507	32,414	3,907
613601 LTD, ADD, & Life	14,789	21,604	15,464	15,544	80
614101 Clothing Allow - FT	3,179	2,925	9,580	13,680	4,100
Personnel Total	2,959,413	3,246,982	3,860,584	4,479,902	619,318
Materials & Services					
621101 Publications & Subscriptions	9,158	10,095	11,000	13,000	2,000
621201 Membership Dues	143	261	343	350	7
621301 Training & Registration	13,167	17,832	28,100	39,100	11,000
623101 In-State Travel	2,399	2,369	11,302	14,095	2,793
623501 Out-of-State Travel	(1,145)	-	16,565	16,565	-
624001 Office Supplies	2,278	1,771	4,600	4,600	-
624107 Uniforms & PPE	17,445	20,144	23,500	33,300	9,800
624204 Annual Maint. & Support	4,450	4,606	14,115	15,100	985
625001 Equip. Maint. & Supplies	2,995	5,722	6,600	8,600	2,000
625002 Equipment Purchases	84,049	99,757	82,198	127,575	45,377
625201 Tires/Brakes	11,487	9,654	12,000	12,000	-
625202 Fuel/Oil	58,650	91,982	94,500	100,000	5,500
625203 Fleet Repair	22,971	22,820	34,500	25,000	(9,500)
625204 Fleet Lease	57,895	62,824	57,895	70,341	12,446
631003 Insurance Fees	70,382	101,888	107,768	115,312	7,544
645001 Special Department Allow	2,153	6,286	10,750	12,650	1,900
661001 Miscellaneous Supplies	36,341	29,459	41,625	51,375	9,750
662001 Miscellaneous Services	615	2,223	5,500	6,100	600
663001 Contingency	457	-	26,000	26,000	-
Materials & Services Total	395,890	489,695	588,861	691,063	102,202
Capital					
674001 Machinery & Equipment	34,066	-	-	-	-
674003 Vehicle Replacement	428,983	292,534	365,657	458,875	93,218
Capital Total	463,049	292,534	365,657	458,875	93,218
104212 Patrol & Investigations Total	3,818,353	4,029,211	4,815,102	5,629,840	814,738

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104213 Emergency Services					
Personnel					
611501 Part-Time	14,195	11,382	29,744	29,744	-
613101 FICA	1,111	879	2,277	2,277	-
613401 Worker's Compensation	177	196	363	363	-
614102 Clothing Allow - PT	70	-	120	120	-
Personnel Total	15,553	12,456	32,504	32,504	-
Materials & Services					
621101 Publications & Subscriptions	-	-	150	150	-
621201 Membership Dues	-	80	175	175	-
621301 Training & Registration	770	210	1,100	1,100	-
623101 In-State Travel	-	1,253	2,635	2,683	48
624001 Office Supplies	-	-	400	400	-
624004 Materials & Supplies	1,101	809	1,550	1,550	-
624005 Printing	-	-	500	500	-
625001 Equip. Maint. & Supplies	-	-	500	500	-
625002 Equipment Purchases	-	2,310	2,300	2,300	-
625204 Fleet Lease	1,395	-	-	-	-
631003 Insurance Fees	634	299	311	333	22
645001 Special Department Allow	774	(16)	1,300	1,300	-
661001 Miscellaneous Supplies	-	2,014	2,800	2,800	-
Materials & Services Total	4,673	6,959	13,721	13,791	70
104213 Emergency Services Total	20,226	19,416	46,225	46,295	70

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104215 Dispatch					
Personnel					
611101 Full-Time Employees	362,283	382,067	488,177	498,889	10,712
611201 Overtime	37,531	47,174	44,300	44,300	-
611501 Part-Time	66,632	101,311	125,490	131,567	6,077
613101 FICA	33,550	39,065	45,737	47,159	1,422
613201 Utah Retirement Systems	74,595	79,371	90,999	90,719	(280)
613301 Health Insurance	103,092	100,243	134,735	148,528	13,793
613302 Dental Insurance	6,486	6,313	8,135	8,580	445
613304 Vision Insurance	1,256	1,315	1,751	1,866	115
613401 Worker's Compensation	1,245	852	542	559	17
613601 LTD, ADD, & Life	3,268	3,118	3,285	3,285	-
614101 Clothing Allow - FT	346	-	720	720	-
614102 Clothing Allow - PT	55	-	640	640	-
Personnel Total	690,338	760,829	944,511	976,812	32,301
Materials & Services					
621201 Membership Dues	1,464	1,383	2,006	1,766	(240)
621301 Training & Registration	2,525	3,416	9,220	7,760	(1,460)
623101 In-State Travel	-	34	6,979	5,484	(1,495)
623501 Out-of-State Travel	-	-	2,520	-	(2,520)
624001 Office Supplies	1,352	1,112	1,400	1,400	-
624107 Uniforms & PPE	-	841	1,800	1,800	-
625001 Equip. Maint. & Supplies	196	1,264	2,000	2,000	-
625002 Equipment Purchases	3,245	4,821	2,900	1,400	(1,500)
625501 Equipment Repairs	136	200	3,000	3,000	-
628002 Landlines	39,615	39,899	19,000	19,000	-
631003 Insurance Fees	3,411	5,056	5,264	5,633	369
631006 Contracted Services	3,647	82,986	49,700	51,650	1,950
661001 Miscellaneous Supplies	1,099	1,507	2,600	2,600	-
662001 Miscellaneous Services	579	64	600	600	-
Materials & Services Total	57,268	142,582	108,989	104,093	(4,896)
104215 Dispatch Total	747,606	903,411	1,053,500	1,080,905	27,405

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104411 Public Works Admin					
Personnel					
611101 Full-Time Employees	53,429	73,794	98,086	96,633	(1,453)
611501 Part-Time	-	-	-	9,568	9,568
613101 FICA	3,946	4,963	5,625	7,835	2,210
613201 Utah Retirement Systems	9,974	13,446	13,923	17,427	3,504
613301 Health Insurance	8,793	10,566	14,714	20,282	5,568
613302 Dental Insurance	719	851	806	1,141	335
613304 Vision Insurance	102	125	112	122	10
613401 Worker's Compensation	557	935	777	1,173	396
613601 LTD, ADD, & Life	1,887	2,813	1,830	1,830	-
614101 Clothing Allow - FT	292	544	570	660	90
614201 Car Allowance	4,820	840	960	-	(960)
Personnel Total	84,519	108,876	137,403	156,671	19,268
Materials & Services					
621101 Publications & Subscriptions	26	-	800	700	(100)
621201 Membership Dues	740	839	820	875	55
621301 Training & Registration	863	180	1,165	1,015	(150)
623101 In-State Travel	408	585	745	745	-
624001 Office Supplies	876	1,474	1,500	1,500	-
624004 Materials & Supplies	65	-	-	-	-
624107 Uniforms & PPE	430	464	950	1,050	100
625201 Tires/Brakes	-	-	-	1,200	1,200
625202 Fuel/Oil	368	1,251	2,025	5,000	2,975
625203 Fleet Repair	-	-	500	2,500	2,000
625204 Fleet Lease	1,395	1,514	1,395	8,354	6,959
631003 Insurance Fees	996	1,676	1,729	1,851	122
631006 Contracted Services	60	50	2,500	2,500	-
645001 Special Department Allow	517	1,044	1,200	2,000	800
Materials & Services Total	6,743	9,077	15,329	29,290	13,961
104411 Public Works Admin Total	91,262	117,953	152,732	185,961	33,228

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104413 Streets					
Personnel					
611101 Full-Time Employees	85,324	101,652	115,028	125,181	10,153
611201 Overtime	720	1,017	4,160	4,160	-
613101 FICA	6,253	7,586	9,227	9,279	52
613201 Utah Retirement Systems	16,045	18,812	23,481	22,554	(927)
613301 Health Insurance	23,761	28,274	35,817	29,346	(6,471)
613302 Dental Insurance	1,447	1,441	1,846	1,568	(278)
613304 Vision Insurance	278	287	368	293	(75)
613401 Worker's Compensation	1,223	1,703	1,656	1,886	230
614101 Clothing Allow - FT	875	1,069	940	940	-
Personnel Total	135,926	161,840	192,523	195,207	2,684
Materials & Services					
621301 Training & Registration	383	1,760	4,010	6,305	2,295
624001 Office Supplies	1,281	44	450	450	-
624004 Materials & Supplies	81,972	45,854	128,450	147,100	18,650
624107 Uniforms & PPE	519	777	950	1,050	100
625201 Tires/Brakes	1,087	876	3,000	3,000	-
625202 Fuel/Oil	2,814	4,066	10,800	7,500	(3,300)
625203 Fleet Repair	3,376	4,658	7,500	7,500	-
625204 Fleet Lease	11,684	12,679	11,684	18,535	6,851
626001 Building Maintenance	339	250	450	500	50
626002 Grounds Maintenance	-	-	500	500	-
631003 Insurance Fees	16,682	24,539	29,145	31,186	2,041
631006 Contracted Services	59,855	74,227	109,500	327,500	218,000
645001 Special Department Allow	-	100	-	-	-
661001 Miscellaneous Supplies	1,213	1,593	2,500	2,500	-
662001 Miscellaneous Services	1,823	1,633	2,000	2,000	-
663001 Contingency	135	196	3,500	3,500	-
Materials & Services Total	183,163	173,253	314,439	559,126	244,687
Capital					
674001 Machinery & Equipment	144,533	102,024	12,500	32,000	19,500
674003 Vehicle Replacement	-	10,273	16,000	176,000	160,000
Capital Total	144,533	112,297	28,500	208,000	179,500
104413 Streets Total	463,622	447,389	535,462	962,333	426,872

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104511 Community Services Admin					
Personnel					
611101 Full-Time Employees	200,303	231,740	254,428	313,757	59,329
611201 Overtime	-	11	250	250	-
611501 Part-Time	-	32,196	61,102	32,760	(28,342)
613101 FICA	15,010	19,807	23,897	26,124	2,227
613201 Utah Retirement Systems	37,538	42,959	47,581	57,281	9,700
613301 Health Insurance	36,904	40,190	43,668	69,553	25,885
613302 Dental Insurance	2,328	2,335	2,330	3,516	1,186
613304 Vision Insurance	525	524	524	786	262
613401 Worker's Compensation	2,442	3,645	3,839	3,845	6
613601 LTD, ADD, & Life	1,386	1,493	1,457	1,457	-
614101 Clothing Allow - FT	-	180	180	150	(30)
614102 Clothing Allow - PT	-	-	180	150	(30)
614201 Car Allowance	4,820	4,811	4,800	4,800	-
Personnel Total	301,256	379,891	444,236	514,429	70,193
Materials & Services					
621101 Publications & Subscriptions	10	10	750	750	-
621201 Membership Dues	1,315	1,315	1,350	1,475	125
621301 Training & Registration	705	1,535	3,150	3,150	-
623101 In-State Travel	-	1,359	1,794	1,794	-
623501 Out-of-State Travel	-	3,856	3,490	3,990	500
624001 Office Supplies	1,673	2,721	4,800	2,000	(2,800)
624005 Printing	126	-	500	500	-
631003 Insurance Fees	1,135	2,198	2,310	2,472	162
631006 Contracted Services	-	27,914	25,500	25,500	-
645001 Special Department Allow	5,530	73,367	32,400	7,900	(24,500)
661001 Miscellaneous Supplies	713	1,755	2,900	2,900	-
Materials & Services Total	11,207	116,030	78,944	52,431	(26,513)
Capital					
674003 Vehicle Replacement	-	-	77,054	-	(77,054)
Capital Total	-	-	77,054	-	(77,054)
.04511 Community Services Admin Total	312,463	495,921	600,234	566,860	(33,374)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104514 4th of July					
Materials & Services					
622101 Public Outreach & Notices	8,513	9,106	8,000	8,000	-
625003 Equipment Rental	-	13,000	27,500	27,500	-
631003 Insurance Fees	-	2,835	2,744	2,937	193
631006 Contracted Services	3,500	57,721	55,250	69,350	14,100
645001 Special Department Allow	14,411	14,330	17,600	17,600	-
645002 Donation Expenditures	-	-	4,500	4,500	-
662001 Miscellaneous Services	-	182	1,000	1,000	-
Materials & Services Total	26,423	97,175	116,594	130,887	14,293
104514 4th of July Total	26,423	97,175	116,594	130,887	14,293

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104521 Parks					
Personnel					
611101 Full-Time Employees	152,822	200,640	207,287	222,817	15,530
611201 Overtime	4,126	7,192	12,500	12,500	-
611501 Part-Time	133,612	113,416	239,030	245,362	6,332
613101 FICA	21,915	24,355	33,963	35,582	1,619
613201 Utah Retirement Systems	34,551	38,028	38,803	40,478	1,675
613301 Health Insurance	27,564	25,589	25,550	33,029	7,479
613302 Dental Insurance	2,075	1,593	1,555	2,091	536
613304 Vision Insurance	385	326	311	378	67
613401 Worker's Compensation	3,501	4,705	5,415	5,688	273
613601 LTD, ADD, & Life	2,293	2,354	2,457	2,457	-
614101 Clothing Allow - FT	1,522	1,686	1,540	1,600	60
614102 Clothing Allow - PT	1,104	1,485	1,480	1,480	-
Personnel Total	385,470	421,367	569,891	603,462	33,571
Materials & Services					
621201 Membership Dues	581	345	1,210	1,210	-
621301 Training & Registration	4,791	4,769	6,680	7,680	1,000
623101 In-State Travel	-	2,086	1,975	2,002	27
623501 Out-of-State Travel	-	1,480	1,995	2,270	275
624001 Office Supplies	686	672	850	850	-
624004 Materials & Supplies	-	231	1,500	1,500	-
624107 Uniforms & PPE	2,135	2,523	2,580	4,330	1,750
625001 Equip. Maint. & Supplies	3,574	261	7,000	7,000	-
625002 Equipment Purchases	7,549	49,580	7,950	7,950	-
625003 Equipment Rental	5,420	350	5,000	5,000	-
625201 Tires/Brakes	4,259	4,291	5,500	5,500	-
625202 Fuel/Oil	15,676	19,292	28,350	28,350	-
625203 Fleet Repair	19,981	10,114	31,000	26,000	(5,000)
625204 Fleet Lease	40,245	37,213	30,745	33,453	2,708
625501 Equipment Repairs	144	87	500	500	-
626001 Building Maintenance	3,914	1,532	3,950	3,950	-
626002 Grounds Maintenance	141,278	144,408	176,200	167,700	(8,500)
631003 Insurance Fees	8,317	9,935	10,588	11,330	742
631006 Contracted Services	20,177	36,977	12,150	15,660	3,510
645001 Special Department Allow	729	816	750	750	-
661001 Miscellaneous Supplies	5,483	2,046	8,475	9,520	1,045
662001 Miscellaneous Services	14,631	14,669	12,980	16,875	3,895
663001 Contingency	1,500	-	5,000	5,000	-
Materials & Services Total	301,070	343,678	362,928	364,380	1,452
Capital					
673001 Capital Project	288,560	-	-	24,000	24,000
674001 Machinery & Equipment	60,446	225,391	155,288	62,000	(93,288)
674003 Vehicle Replacement	36,295	-	4,000	102,000	98,000
Capital Total	385,300	225,391	159,288	188,000	28,712
104521 Parks Total	1,071,839	990,436	1,092,107	1,155,842	63,735

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104522 Open Space					
Personnel					
611101 Full-Time Employees	42,231	46,276	57,923	62,262	4,339
611201 Overtime	-	-	1,500	1,500	-
611501 Part-Time	21,984	11,186	79,169	81,266	2,097
613101 FICA	4,821	4,382	10,452	10,927	475
613201 Utah Retirement Systems	9,530	8,615	10,855	11,316	461
613301 Health Insurance	7,979	6,162	7,146	9,234	2,088
613302 Dental Insurance	576	389	436	587	151
613304 Vision Insurance	107	81	90	110	20
613401 Worker's Compensation	774	930	1,671	1,748	77
614101 Clothing Allow - FT	257	226	920	800	(120)
614102 Clothing Allow - PT	338	482	920	1,000	80
Personnel Total	88,597	78,728	171,082	180,750	9,668
Materials & Services					
621301 Training & Registration	892	1,470	1,645	1,645	-
623101 In-State Travel	-	-	90	90	-
624107 Uniforms & PPE	151	880	1,610	2,360	750
625002 Equipment Purchases	2,354	890	6,000	6,000	-
625003 Equipment Rental	771	-	2,500	2,500	-
625201 Tires/Brakes	867	923	1,000	1,000	-
625202 Fuel/Oil	4,354	6,203	12,150	10,000	(2,150)
625203 Fleet Repair	5,534	5,553	6,000	6,500	500
625204 Fleet Lease	12,110	22,641	12,110	6,990	(5,120)
625501 Equipment Repairs	-	-	300	300	-
626001 Building Maintenance	234	-	500	500	-
626002 Grounds Maintenance	10,433	6,955	17,500	19,000	1,500
631003 Insurance Fees	2,348	2,906	2,977	3,186	209
645001 Special Department Allow	283	316	300	300	-
663001 Contingency	-	-	1,000	1,000	-
Materials & Services Total	40,331	48,737	65,682	61,371	(4,311)
104522 Open Space Total	128,928	127,465	236,764	242,121	5,357

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104561 Recreation					
Personnel					
611101 Full-Time Employees	165,173	222,204	197,831	210,073	12,242
611201 Overtime	9,925	4,553	6,000	3,500	(2,500)
611501 Part-Time	87,121	97,302	150,084	95,000	(55,084)
613101 FICA	19,805	24,852	26,376	22,955	(3,421)
613201 Utah Retirement Systems	31,971	42,413	36,776	38,098	1,322
613301 Health Insurance	36,959	40,278	43,767	69,510	25,743
613302 Dental Insurance	2,328	2,335	2,330	3,516	1,186
613304 Vision Insurance	409	409	409	671	262
613401 Worker's Compensation	3,164	4,613	4,218	3,704	(514)
613601 LTD, ADD, & Life	1,657	1,783	1,741	1,741	-
614101 Clothing Allow - FT	325	199	180	225	45
614102 Clothing Allow - PT	-	2,806	3,000	3,500	500
Personnel Total	358,837	443,746	472,712	452,493	(20,219)
Materials & Services					
621201 Membership Dues	-	100	90	90	-
621301 Training & Registration	3,236	3,543	3,600	3,675	75
623101 In-State Travel	-	2,075	2,630	2,630	-
623501 Out-of-State Travel	-	1,989	1,845	1,995	150
624002 Concession Stand	5,684	7,323	10,000	10,000	-
624004 Materials & Supplies	54,268	55,844	55,684	55,324	(360)
624005 Printing	877	1,316	3,954	3,948	(6)
625002 Equipment Purchases	2,967	580	560	560	-
625201 Tires/Brakes	-	1,897	600	600	-
625202 Fuel/Oil	1,976	1,725	3,375	2,500	(875)
625203 Fleet Repair	4,187	-	2,500	1,500	(1,000)
625204 Fleet Lease	5,710	6,196	5,710	5,043	(667)
631003 Insurance Fees	6,252	7,976	4,070	4,355	285
631004 Bank Fees	7,923	8,761	7,300	7,800	500
631006 Contracted Services	23,073	40,374	9,800	9,800	-
631007 Agency Permits	-	-	572	572	-
645001 Special Department Allow	(405)	21	-	-	-
645002 Donation Expenditures	(1,170)	544	-	-	-
661001 Miscellaneous Supplies	(1,235)	-	-	-	-
662001 Miscellaneous Services	9,218	11,822	12,355	12,355	-
662004 Program Officials	58,366	55,420	71,631	78,755	7,124
Materials & Services Total	180,925	207,506	196,276	201,503	5,226
104561 Recreation Total	539,763	651,252	668,988	653,996	(14,993)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104562 Arts					
Personnel					
611101 Full-Time Employees	-	-	56,893	62,113	5,220
611201 Overtime	-	-	-	1,500	1,500
611501 Part-Time	-	-	34,612	25,740	(8,872)
613101 FICA	-	-	7,001	6,722	(279)
613201 Utah Retirement Systems	-	-	10,788	11,423	635
613301 Health Insurance	-	-	45	43	(2)
613401 Worker's Compensation	-	-	1,116	1,064	(52)
614101 Clothing Allow - FT	-	-	60	300	240
Personnel Total	-	-	110,515	108,905	(1,610)
Materials & Services					
624002 Concession Stand	-	-	2,300	2,198	(102)
624004 Materials & Supplies	-	-	45,160	33,895	(11,265)
624005 Printing	-	-	1,088	1,035	(53)
631003 Insurance Fees	-	-	4,928	5,273	345
631004 Bank Fees	-	-	1,000	3,200	2,200
631006 Contracted Services	-	-	31,100	28,465	(2,635)
645002 Donation Expenditures	-	-	1,500	1,500	-
661001 Miscellaneous Supplies	-	-	1,650	2,407	757
662001 Miscellaneous Services	-	-	69,095	59,157	(9,938)
Materials & Services Total	-	-	157,821	137,130	(20,691)
104562 Arts Total	-	-	268,336	246,035	(22,301)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104565 Aquatics Center					
Personnel					
611101 Full-Time Employees	261,807	293,876	326,909	348,782	21,873
611201 Overtime	3,929	8,097	6,000	6,000	-
611501 Part-Time	769,981	833,623	1,112,667	1,243,432	130,765
613101 FICA	78,752	86,924	109,603	121,352	11,749
613201 Utah Retirement Systems	48,620	55,522	60,797	63,031	2,234
613301 Health Insurance	57,141	68,804	87,494	77,996	(9,498)
613302 Dental Insurance	4,862	5,207	5,825	4,688	(1,137)
613304 Vision Insurance	1,088	1,147	1,310	1,048	(262)
613401 Worker's Compensation	11,067	14,430	15,419	18,788	3,369
613601 LTD, ADD, & Life	2,227	2,401	1,930	1,930	-
614101 Clothing Allow - FT	56	51	900	900	-
614102 Clothing Allow - PT	12,448	11,537	13,650	15,230	1,580
Personnel Total	1,251,978	1,381,620	1,742,504	1,903,177	160,673
Materials & Services					
621101 Publications & Subscriptions	24	-	150	150	-
621201 Membership Dues	-	20,975	21,100	21,100	-
621301 Training & Registration	14,051	18,368	21,085	21,590	505
623101 In-State Travel	16	3,929	3,678	3,678	-
623501 Out-of-State Travel	-	3,510	4,866	4,866	-
624001 Office Supplies	2,946	4,087	11,000	11,000	-
624002 Concession Stand	33,658	41,984	32,360	32,360	-
624004 Materials & Supplies	41,846	32,768	44,143	43,993	(150)
624005 Printing	-	405	1,615	1,615	-
624006 Postage / Mailing	-	-	315	315	-
625001 Equip. Maint. & Supplies	19,117	6,515	43,395	43,395	-
625002 Equipment Purchases	30,155	3,604	9,360	9,360	-
625003 Equipment Rental	2,798	-	1,200	1,200	-
625501 Equipment Repairs	5,683	1,334	-	-	-
626001 Building Maintenance	42,718	56,982	69,940	64,940	(5,000)
631003 Insurance Fees	15,780	19,518	21,206	22,691	1,485
631004 Bank Fees	28,761	32,650	28,250	33,000	4,750
631006 Contracted Services	23,742	14,239	25,800	25,800	-
631007 Agency Permits	2,350	2,920	2,180	2,180	-
645002 Donation Expenditures	37,134	20,694	3,000	3,200	200
661001 Miscellaneous Supplies	39,308	40,039	47,587	53,187	5,600
662001 Miscellaneous Services	1,516	1,346	5,660	5,660	-
663001 Contingency	-	2,999	20,000	20,000	-
Materials & Services Total	341,601	328,866	417,890	425,280	7,390
Capital					
673001 Capital Project	18,012	-	1	1	-
674001 Machinery & Equipment	5,120	29,111	63,000	18,200	(44,800)
Capital Total	23,132	29,111	63,001	18,201	(44,800)
104565 Aquatics Center Total	1,616,711	1,739,597	2,223,395	2,346,658	123,263

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104570 PARAT					
Personnel					
611101 Full-Time Employees	23,963	-	-	-	-
613101 FICA	2,076	-	-	-	-
613201 Utah Retirement Systems	4,218	-	-	-	-
613401 Worker's Compensation	327	-	-	-	-
Personnel Total	30,584	-	-	-	-
Capital					
673001 Capital Project	262,954	191,418	622,001	498,008	(123,993)
Capital Total	262,954	191,418	622,001	498,008	(123,993)
104570 PARAT Total	293,538	191,418	622,001	498,008	(123,993)
104591 Cemetery					
Personnel					
611101 Full-Time Employees	28,895	31,662	39,633	42,601	2,968
611201 Overtime	-	-	780	780	-
611501 Part-Time	9,342	8,949	64,252	65,955	1,703
613101 FICA	2,862	3,098	7,924	8,271	347
613201 Utah Retirement Systems	5,905	5,894	7,428	7,743	315
613301 Health Insurance	5,225	4,217	4,892	6,322	1,430
613302 Dental Insurance	394	266	300	402	102
613304 Vision Insurance	74	56	63	77	14
613401 Worker's Compensation	462	667	1,268	1,324	56
614101 Clothing Allow - FT	-	-	360	400	40
614102 Clothing Allow - PT	-	227	610	650	40
Personnel Total	53,158	55,036	127,510	134,525	7,015
Materials & Services					
623101 In-State Travel	-	-	45	45	-
624107 Uniforms & PPE	100	764	805	1,180	375
625002 Equipment Purchases	-	999	3,050	3,050	-
625201 Tires/Brakes	-	-	225	225	-
625202 Fuel/Oil	-	-	2,700	-	(2,700)
625203 Fleet Repair	-	-	2,500	1,000	(1,500)
625204 Fleet Lease	12,110	13,141	12,110	5,598	(6,512)
625501 Equipment Repairs	-	-	200	200	-
626002 Grounds Maintenance	4,542	11,080	13,975	13,975	-
631003 Insurance Fees	2,066	2,459	2,505	2,681	176
661001 Miscellaneous Supplies	-	-	250	250	-
663001 Contingency	-	-	2,500	2,500	-
Materials & Services Total	18,818	28,443	40,865	30,704	(10,161)
104591 Cemetery Total	71,976	83,479	168,375	165,229	(3,146)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104611 CED Administration					
Materials & Services					
621201 Membership Dues	2,800	2,500	11,600	10,600	(1,000)
621301 Training & Registration	-	-	1,920	1,920	-
623501 Out-of-State Travel	-	-	2,982	2,982	-
624004 Materials & Supplies	-	-	501	-	(501)
624005 Printing	-	-	3,000	-	(3,000)
631003 Insurance Fees	934	277	294	315	21
631004 Bank Fees	1,650	-	1,650	1,700	50
631006 Contracted Services	29,889	120,275	41,501	30,000	(11,501)
645001 Special Department Allow	112	2	6,001	6,000	(1)
Materials & Services Total	35,385	123,054	69,449	53,517	(15,932)
Debt					
681001 Debt Service-Principal	428,000	6,849,000	79,000	77,000	(2,000)
681002 Debt Service-Interest	315,822	311,085	447,483	432,437	(15,046)
Debt Total	743,822	7,160,085	526,483	509,437	(17,046)
104611 CED Administration Total	779,206	7,283,139	595,932	562,954	(32,978)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104612 Communications					
Personnel					
611101 Full-Time Employees	61,559	77,574	182,946	129,849	(53,097)
611201 Overtime	288	72	-	-	-
611501 Part-Time	40,464	12,847	-	-	-
613101 FICA	7,741	6,946	9,347	9,870	523
613201 Utah Retirement Systems	11,710	12,954	22,974	23,888	914
613301 Health Insurance	18,500	2,471	8,078	7,986	(92)
613302 Dental Insurance	1,164	78	563	567	4
613304 Vision Insurance	263	20	101	101	-
613401 Worker's Compensation	108	1,070	1,491	1,568	77
613601 LTD, ADD, & Life	506	558	521	521	-
614101 Clothing Allow - FT	-	-	120	150	30
Personnel Total	142,302	114,589	226,141	174,500	(51,641)
Materials & Services					
621101 Publications & Subscriptions	14,902	5,783	5,490	8,508	3,018
621201 Membership Dues	175	-	450	450	-
621301 Training & Registration	38	199	955	1,723	768
622101 Public Outreach & Notices	-	-	18,000	18,000	-
622201 Newsletters	1,853	3,425	-	-	-
623101 In-State Travel	-	74	120	290	170
623501 Out-of-State Travel	-	-	1,424	1,846	422
624001 Office Supplies	121	225	1,150	150	(1,000)
624004 Materials & Supplies	414	246	5,500	5,500	-
624005 Printing	28,189	12,100	7,000	7,000	-
624006 Postage / Mailing	8,159	8,541	7,300	7,300	-
625002 Equipment Purchases	1,118	12,413	1,500	500	(1,000)
631003 Insurance Fees	770	1,271	1,326	1,419	93
631006 Contracted Services	2,981	13,895	19,403	118,700	99,297
645001 Special Department Allow	19,707	28,560	19,697	19,697	-
Materials & Services Total	78,426	86,731	89,315	191,083	101,768
104612 Communications Total	220,728	201,320	315,456	365,583	50,127

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104614 Code Enforcement					
Personnel					
611101 Full-Time Employees	74,804	67,864	89,817	96,502	6,685
611201 Overtime	31	6	500	500	-
613101 FICA	5,503	4,988	6,629	7,129	500
613201 Utah Retirement Systems	14,213	12,586	17,032	17,921	889
613301 Health Insurance	36,904	37,066	43,668	46,340	2,672
613302 Dental Insurance	2,328	1,800	2,330	1,946	(384)
613304 Vision Insurance	525	406	524	409	(115)
613401 Worker's Compensation	911	983	1,096	1,176	80
613601 LTD, ADD, & Life	756	656	779	779	-
614101 Clothing Allow - FT	40	285	720	700	(20)
Personnel Total	136,016	126,641	163,095	173,402	10,307
Materials & Services					
621101 Publications & Subscriptions	-	-	50	200	150
621201 Membership Dues	45	-	75	90	15
621301 Training & Registration	-	-	500	780	280
623101 In-State Travel	-	-	910	1,490	580
625201 Tires/Brakes	-	-	1,600	500	(1,100)
625202 Fuel/Oil	18	-	4,050	4,000	(50)
625203 Fleet Repair	36	266	500	500	-
625204 Fleet Lease	2,618	2,841	2,618	2,785	167
631003 Insurance Fees	1,191	1,669	1,733	1,855	122
631006 Contracted Services	-	-	11,500	11,500	-
Materials & Services Total	3,909	4,776	23,536	23,700	164
Capital					
674003 Vehicle Replacement	-	-	-	88,000	88,000
Capital Total	-	-	-	88,000	88,000
104614 Code Enforcement Total	139,924	131,416	186,631	285,102	98,471
104632 CDBG					
Personnel					
611101 Full-Time Employees	8,547	17,052	25,274	30,944	5,670
613101 FICA	620	1,283	1,873	2,361	488
613201 Utah Retirement Systems	1,609	3,076	4,793	5,498	705
613301 Health Insurance	2,505	5,428	10,418	26	(10,392)
613302 Dental Insurance	140	385	583	704	121
613304 Vision Insurance	32	87	131	157	26
613401 Worker's Compensation	104	257	308	377	69
Personnel Total	13,557	27,567	43,380	40,067	(3,313)
Materials & Services					
622101 Public Outreach & Notices	1,480	963	1,000	1,000	-
624001 Office Supplies	-	-	100	100	-
631003 Insurance Fees	176	811	858	919	61
Materials & Services Total	1,655	1,774	1,958	2,019	61
Transfers					
693001 Pass Through	139,941	464,668	159,598	154,673	(4,925)
Transfers Total	139,941	464,668	159,598	154,673	(4,925)
104632 CDBG Total	155,153	494,009	204,936	196,759	(8,177)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104641 Planning					
Personnel					
611101 Full-Time Employees	189,733	251,432	269,196	287,614	18,418
611501 Part-Time	13,828	177	-	-	-
613101 FICA	15,392	18,856	20,230	21,617	1,387
613201 Utah Retirement Systems	35,350	46,941	50,176	52,065	1,889
613301 Health Insurance	38,784	57,060	64,503	69,510	5,007
613302 Dental Insurance	2,189	3,346	3,495	3,516	21
613304 Vision Insurance	515	668	671	671	-
613401 Worker's Compensation	2,486	3,556	3,266	3,491	225
613601 LTD, ADD, & Life	1,625	1,836	1,372	1,372	-
614101 Clothing Allow - FT	135	120	240	700	460
614201 Car Allowance	4,820	4,811	4,800	4,800	-
Personnel Total	304,857	388,803	417,949	445,356	27,407
Materials & Services					
621101 Publications & Subscriptions	600	74	500	1,825	1,325
621201 Membership Dues	981	1,213	2,560	2,350	(210)
621301 Training & Registration	875	3,894	6,750	7,950	1,200
623101 In-State Travel	-	961	1,520	1,645	125
623501 Out-of-State Travel	325	4,217	5,190	5,950	760
625202 Fuel/Oil	525	1,202	1,350	2,000	650
625203 Fleet Repair	-	-	500	250	(250)
625204 Fleet Lease	1,395	1,514	1,395	1,392	(3)
631003 Insurance Fees	3,962	2,386	2,483	2,657	174
631006 Contracted Services	123,795	15,363	66,700	104,980	38,280
645001 Special Department Allow	1,554	1,408	1,750	4,500	2,750
Materials & Services Total	134,011	32,231	90,698	135,499	44,801
Capital					
674003 Vehicle Replacement	33,692	-	-	-	-
Capital Total	33,692	-	-	-	-
104641 Planning Total	472,561	421,034	508,647	580,855	72,208

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104642 Inspections					
Personnel					
611101 Full-Time Employees	40,860	80,134	111,592	116,647	5,055
611501 Part-Time	14,661	13,600	15,143	16,380	1,237
613101 FICA	4,132	7,074	9,515	9,897	382
613201 Utah Retirement Systems	7,781	14,326	21,161	21,659	498
613301 Health Insurance	6,050	16,572	29,814	23,993	(5,821)
613302 Dental Insurance	555	1,174	1,728	1,341	(387)
613304 Vision Insurance	100	237	363	248	(115)
613401 Worker's Compensation	681	1,319	1,546	1,622	76
613601 LTD, ADD, & Life	387	566	398	398	-
614101 Clothing Allow - FT	120	308	700	700	-
Personnel Total	75,327	135,310	191,960	192,885	925
Materials & Services					
621101 Publications & Subscriptions	1,281	400	450	500	50
621201 Membership Dues	220	220	446	670	224
621301 Training & Registration	7,561	2,562	9,000	8,600	(400)
623101 In-State Travel	-	710	2,400	2,990	590
623501 Out-of-State Travel	3,537	-	1,530	10,928	9,398
625002 Equipment Purchases	-	-	400	400	-
625201 Tires/Brakes	-	464	-	-	-
625202 Fuel/Oil	816	3,263	3,375	3,000	(375)
625203 Fleet Repair	-	133	500	500	-
625204 Fleet Lease	1,395	1,514	1,395	2,785	1,390
631003 Insurance Fees	26,955	1,495	1,557	1,666	109
631006 Contracted Services	93,461	26,698	30,000	75,000	45,000
Materials & Services Total	135,226	37,459	51,053	107,039	55,986
Capital					
674003 Vehicle Replacement	-	-	40,502	44,000	3,498
Capital Total	-	-	40,502	44,000	3,498
104642 Inspections Total	210,553	172,768	283,515	343,924	60,409

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
104711 Bonds					
Materials & Services					
631004 Bank Fees	1,650	1,650	4,575	4,575	-
Materials & Services Total	1,650	1,650	4,575	4,575	-
Debt					
681001 Debt Service-Principal	758,000	777,000	797,000	810,000	13,000
681002 Debt Service-Interest	171,171	152,789	133,940	114,697	(19,243)
Debt Total	929,171	929,789	930,940	924,697	(6,243)
104711 Bonds Total	930,821	931,439	935,515	929,272	(6,243)
104810 Transfers to Other Funds					
Transfers					
691004 Trnf GF	2,045,649	2,715,785	6,680,503	4,608,808	(2,071,695)
Transfers Total	2,045,649	2,715,785	6,680,503	4,608,808	(2,071,695)
104810 Transfers to Other Funds Total	2,045,649	2,715,785	6,680,503	4,608,808	(2,071,695)
General Fund Total	21,454,089	28,635,662	29,797,599	29,778,679	(18,919)

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
200000 CDRA					
Taxes					
311103 ATK EDA	958,364	870,851	780,663	780,663	-
311106 RDA #6	225,084	224,391	224,391	224,391	-
311107 RDA #7	267,783	276,716	276,716	276,716	-
311108 RDA #8	169,994	252,817	252,817	252,817	-
311109 RDA #9	535,458	534,668	534,668	534,668	-
311110 RDA #10	212,319	216,707	216,707	216,707	-
311111 Clfd Station CDA	163,273	170,163	170,163	170,163	-
311112 Lifetime CRA	-	19,412	125,140	125,140	-
Taxes Total	2,532,275	2,565,725	2,581,265	2,581,265	-
Intergovernmental					
337001 Local Grants	-	-	-	-	-
Intergovernmental Total	-	-	-	-	-
Miscellaneous					
361001 Interest Earnings	52,831	51,551	30,000	30,000	-
362002 Rent Revenues	-	-	-	-	-
364001 Sale Of Fixed Assets G/L	-	597,185	-	-	-
369001 Misc Revenues	-	50,000	-	-	-
Miscellaneous Total	52,831	698,736	30,000	30,000	-
Other Sources					
381005 Trnf from EF	-	1,132,780	-	-	-
Other Sources Total	-	1,132,780	-	-	-
200000 CDRA Total	2,585,106	4,397,241	2,611,265	2,611,265	-

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
CDRA Fund					
204611 CED Administration					
Debt					
681002 Debt Service-Interest	2,432	-	-	-	-
Debt Total	2,432	-	-	-	-
Transfers					
691004 Trnf GF	-	500,000	-	-	-
Transfers Total	-	500,000	-	-	-
204611 CED Administration Total	2,432	500,000	-	-	-
204615 CED Administration					
Materials & Services					
645004 Developer Increments	260,713	-	-	-	-
Materials & Services Total	260,713	-	-	-	-
Transfers					
691004 Trnf GF	265,133	263,800	263,800	263,800	-
Transfers Total	265,133	263,800	263,800	263,800	-
204615 CED Administration Total	525,846	263,800	263,800	263,800	-
204616 RDA #6					
Transfers					
691004 Trnf GF	125,667	127,000	132,000	132,000	-
Transfers Total	125,667	127,000	132,000	132,000	-
204616 RDA #6 Total	125,667	127,000	132,000	132,000	-
204617 RDA #7					
Materials & Services					
645004 Developer Increments	55,688	51,963	55,688	55,688	-
Materials & Services Total	55,688	51,963	55,688	55,688	-
Capital					
673001 Capital Project	-	43,165	-	-	-
Capital Total	-	43,165	-	-	-
Transfers					
691004 Trnf GF	157,144	657,655	658,611	658,611	-
Transfers Total	157,144	657,655	658,611	658,611	-
204617 RDA #7 Total	212,832	752,783	714,299	714,299	-
204618 RDA #8					
Materials & Services					
645004 Developer Increments	-	-	50,000	-	(50,000)
Materials & Services Total	-	-	50,000	-	(50,000)
Capital					
673001 Capital Project	-	-	606,525	-	(606,525)
Capital Total	-	-	606,525	-	(606,525)
Transfers					
691004 Trnf GF	145,000	140,000	135,000	135,000	-
Transfers Total	145,000	140,000	135,000	135,000	-
204618 RDA #8 Total	145,000	140,000	791,525	135,000	(656,525)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
204619 RDA #10					
Transfers					
691004 Trnf GF	230,000	225,000	215,000	215,000	-
Transfers Total	230,000	225,000	215,000	215,000	-
204619 RDA #10 Total	230,000	225,000	215,000	215,000	-
204623 EDA #3					
Materials & Services					
645004 Developer Increments	785,858	-	640,144	640,144	-
Materials & Services Total	785,858	-	640,144	640,144	-
Capital					
673001 Capital Project	120,000	-	-	-	-
Capital Total	120,000	-	-	-	-
Transfers					
691004 Trnf GF	51,753	45,490	753,130	39,033	(714,097)
Transfers Total	51,753	45,490	753,130	39,033	(714,097)
204623 EDA #3 Total	957,611	45,490	1,393,274	679,177	(714,097)
204624 CDA #1					
Materials & Services					
645004 Developer Increments	155,109	110,324	-	-	-
Materials & Services Total	155,109	110,324	-	-	-
Transfers					
691004 Trnf GF	7,743	8,345	8,508	8,508	-
Transfers Total	7,743	8,345	8,508	8,508	-
204624 CDA #1 Total	162,852	118,669	8,508	8,508	-
204625 CDA #1					
Materials & Services					
645004 Developer Increments	-	16,501	106,369	106,369	-
Materials & Services Total	-	16,501	106,369	106,369	-
Transfers					
691004 Trnf GF	-	-	6,257	6,257	-
Transfers Total	-	-	6,257	6,257	-
204625 CDA #1 Total	-	16,501	112,626	112,626	-
CDRA Fund Total	2,362,239	2,189,243	3,631,032	2,260,410	(1,370,622)

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
400000 Park Capital Improvements					
Licenses & Permits					
323004 Park Impact Fees	1,466,331	950,180	120,000	80,000	(40,000)
Licenses & Permits Total	1,466,331	950,180	120,000	80,000	(40,000)
Miscellaneous					
361001 Interest Earnings	5,117	11,379	3,000	3,000	-
Miscellaneous Total	5,117	11,379	3,000	3,000	-
Other Sources					
381004 Trnf from GF	-	-	-	-	-
Other Sources Total	-	-	-	-	-
400000 Park Capital Improvements Total	1,471,448	961,559	123,000	83,000	(40,000)

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
450000 Capital Projects					
Miscellaneous					
361001 Interest Earnings	16,956	18,969	15,000	15,000	-
Miscellaneous Total	16,956	18,969	15,000	15,000	-
Other Sources					
381004 Trnf from GF	2,045,649	2,715,785	6,170,301	2,170,301	(4,000,000)
Other Sources Total	2,045,649	2,715,785	6,170,301	2,170,301	(4,000,000)
450000 Capital Projects Total	2,062,605	2,734,754	6,185,301	2,185,301	(4,000,000)

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
Capital Projects					
404521 Capital Projects-Parks					
Capital					
673001 Capital Project	46,757	358,485	1,542,500	622,000	(920,500)
Capital Total	46,757	358,485	1,542,500	622,000	(920,500)
Transfers					
691004 Trnf GF	-	207,121	-	-	-
Transfers Total	-	207,121	-	-	-
404521 Capital Projects-Parks Total	46,757	565,606	1,542,500	622,000	(920,500)
454161 Capital Projects-Buildings					
Capital					
673001 Capital Project	203,900	713,014	2,468,957	2,520,003	51,046
Capital Total	203,900	713,014	2,468,957	2,520,003	51,046
454161 Capital Projects-Buildings Total	203,900	713,014	2,468,957	2,520,003	51,046
454410 Capital Projects-Streets					
Capital					
673001 Capital Project	1,213,129	3,851,544	26,756,400	27,604,928	848,528
Capital Total	1,213,129	3,851,544	26,756,400	27,604,928	848,528
454410 Capital Projects-Streets Total	1,213,129	3,851,544	26,756,400	27,604,928	848,528
454521 Capital Projects-Parks					
Capital					
673001 Capital Project	44,932	385,506	2,313,006	2,916,008	603,002
Capital Total	44,932	385,506	2,313,006	2,916,008	603,002
454521 Capital Projects-Parks Total	44,932	385,506	2,313,006	2,916,008	603,002
Capital Projects Total	1,508,719	5,515,670	33,080,863	33,662,939	582,076

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
500000 Utility Administration					
Miscellaneous					
361001 Interest Earnings	2,432	-	9,000	9,000	-
369006 Late Fees/Penalty	135,993	152,342	135,000	135,000	-
Miscellaneous Total	138,424	152,342	144,000	144,000	-
Utility Charges					
371005 Water Service Fees	16,629	13,177	19,000	19,000	-
Utility Charges Total	16,629	13,177	19,000	19,000	-
Other Sources					
381005 Trnf from EF	359,806	323,815	293,206	293,206	-
Other Sources Total	359,806	323,815	293,206	293,206	-
500000 Utility Administration Total	514,859	489,335	456,206	456,206	-

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
505011 Utility Administration					
505011 Utility Administration					
Personnel					
611101 Full-Time Employees	127,108	116,860	131,778	136,491	4,713
611501 Part-Time	21,385	9,296	8,416	9,828	1,412
613101 FICA	10,412	8,530	10,264	10,740	476
613201 Utah Retirement Systems	22,113	19,873	24,501	24,648	147
613301 Health Insurance	34,207	34,934	44,894	48,785	3,891
613302 Dental Insurance	2,457	2,239	2,755	2,772	17
613304 Vision Insurance	482	455	563	562	(1)
613401 Worker's Compensation	374	225	127	131	4
614101 Clothing Allow - FT	-	-	160	160	-
615000 Pension	(3,058)	-	-	-	-
Personnel Total	215,480	192,413	223,458	234,117	10,659
Materials & Services					
621301 Training & Registration	-	-	2,350	2,350	-
623101 In-State Travel	-	-	50	50	-
624004 Materials & Supplies	846	104	900	900	-
624005 Printing	17,760	18,490	27,500	29,250	1,750
624006 Postage / Mailing	34,108	39,567	41,850	41,850	-
624204 Annual Maint. & Support	2,735	-	17,263	17,513	250
631004 Bank Fees	921	978	1,050	6,150	5,100
645001 Special Department Allow	217	3,076	1,750	1,750	-
Materials & Services Total	56,586	62,215	92,713	99,813	7,100
Transfers					
691001 Trnf Other Funds	-	1,132,780	-	-	-
691009 Trnf Indirect Cost Alloca	202,268	174,683	140,035	140,035	-
Transfers Total	202,268	1,307,463	140,035	140,035	-
505011 Utility Administration Total	474,335	1,562,090	456,206	473,965	17,759
505011 Utility Administration Total	474,335	1,562,090	456,206	473,965	17,759

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
510000 Water					
Licenses & Permits					
323001 Water Impact Fees	89,778	110,399	35,000	35,000	-
Licenses & Permits Total	89,778	110,399	35,000	35,000	-
Miscellaneous					
361001 Interest Earnings	14,894	7,813	30,000	30,000	-
364001 Sale Of Fixed Assets G/L	-	(407,691)	-	-	-
369001 Misc Revenues	27,244	2,670	-	-	-
Miscellaneous Total	42,137	(397,208)	30,000	30,000	-
Utility Charges					
371001 Water Charges	3,768,876	3,666,190	4,200,000	4,675,000	475,000
371003 Water Meter Connection	53,061	68,323	20,000	20,000	-
371006 Fire Hydrant Meter Rental	-	-	-	-	-
371008 Water Charges-City	89,467	97,402	100,000	100,000	-
Utility Charges Total	3,911,404	3,831,915	4,320,000	4,795,000	475,000
510000 Water Total	4,043,319	3,545,105	4,385,000	4,860,000	475,000

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
Water Fund					
515101 Water Department					
Personnel					
611101 Full-Time Employees	261,846	303,156	338,144	362,149	24,005
611201 Overtime	3,791	7,657	13,000	13,000	-
611501 Part-Time	12,098	14,093	8,581	9,282	701
613101 FICA	20,557	23,194	26,434	27,638	1,204
613201 Utah Retirement Systems	49,611	55,443	65,018	65,630	612
613301 Health Insurance	74,561	69,145	96,933	83,303	(13,630)
613302 Dental Insurance	4,451	3,833	4,996	4,558	(438)
613304 Vision Insurance	822	706	974	766	(208)
613401 Worker's Compensation	3,614	4,844	4,332	5,330	998
613601 LTD, ADD, & Life	1,634	1,671	1,683	1,683	-
614101 Clothing Allow - FT	2,233	2,196	1,800	2,880	1,080
614102 Clothing Allow - PT	144	373	1,080	720	(360)
614201 Car Allowance	-	-	960	-	(960)
Personnel Total	435,362	486,311	563,935	576,939	13,004
Materials & Services					
621201 Membership Dues	3,835	4,098	4,265	4,265	-
621301 Training & Registration	5,590	3,998	8,675	13,110	4,435
623501 Out-of-State Travel	-	1,453	2,235	2,080	(155)
624001 Office Supplies	322	3,923	450	450	-
624004 Materials & Supplies	64,551	83,802	96,925	95,164	(1,761)
624006 Postage / Mailing	-	-	1,500	1,500	-
624107 Uniforms & PPE	1,549	2,508	2,850	5,250	2,400
624204 Annual Maint. & Support	13,675	18,728	24,217	52,217	28,000
625001 Equip. Maint. & Supplies	10,774	17,655	22,000	33,900	11,900
625002 Equipment Purchases	1,417	4,610	2,000	3,250	1,250
625201 Tires/Brakes	3,699	2,705	4,500	4,500	-
625202 Fuel/Oil	19,175	25,737	28,350	28,350	-
625203 Fleet Repair	28,670	13,434	20,000	18,000	(2,000)
625204 Fleet Lease	28,925	31,388	28,925	31,752	2,827
626001 Building Maintenance	1,430	394	2,450	2,500	50
627001 Electric	156,805	155,788	210,000	195,000	(15,000)
631003 Insurance Fees	30,005	37,756	39,654	42,430	2,776
631004 Bank Fees	20,314	21,119	21,675	24,000	2,325
631006 Contracted Services	38,113	41,915	86,883	95,483	8,600
645001 Special Department Allow	745	738	1,250	1,250	-
651501 Depreciation	875,076	911,896	905,000	915,000	10,000
661001 Miscellaneous Supplies	3,830	2,580	4,600	4,700	100
662001 Miscellaneous Services	1,477,344	1,578,930	1,686,950	1,712,470	25,520
663001 Contingency	1,763	-	7,500	7,500	-
Materials & Services Total	2,787,606	2,965,156	3,212,854	3,294,122	81,267

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
Capital					
674001 Machinery & Equipment	111,162	118,088	-	-	-
674002 Equipment Replacements	62,745	132,092	395,795	424,600	28,805
674003 Vehicle Replacement	51,284	51,365	34,000	44,000	10,000
Capital Total	225,191	301,544	429,795	468,600	38,805
Transfers					
691003 Trnf EF Sales Tax Bond	82,511	83,158	83,001	82,450	(551)
691005 Trnf EF	129,147	113,149	112,174	103,424	(8,750)
691008 Nonoperating Transfer	89,467	97,402	100,000	100,000	-
691009 Trnf Indirect Cost Alloca	341,468	342,025	359,186	359,186	-
Transfers Total	642,593	635,734	654,361	645,060	(9,301)
515101 Water Department Total	4,090,752	4,388,745	4,860,945	4,984,721	123,776
515110 Water Capital Projects					
Capital					
673001 Capital Project	1,582,064	774,012	3,875,002	6,086,403	2,211,401
Capital Total	1,582,064	774,012	3,875,002	6,086,403	2,211,401
515110 Water Capital Projects Total	1,582,064	774,012	3,875,002	6,086,403	2,211,401
Water Fund Total	5,672,817	5,162,757	8,735,947	11,071,124	2,335,177

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
520000 Sewer					
Licenses & Permits					
323002 Sewer Impact Fees	213,250	276,885	100,000	50,000	(50,000)
Licenses & Permits Total	213,250	276,885	100,000	50,000	(50,000)
Miscellaneous					
361001 Interest Earnings	18,130	24,354	7,000	25,000	18,000
364001 Sale Of Fixed Assets G/L	-	-	-	-	-
369001 Misc Revenues	10,774	16,389	-	-	-
Miscellaneous Total	28,904	40,743	7,000	25,000	18,000
Utility Charges					
372001 Sewer Charges	4,685,539	4,730,947	4,785,000	4,930,000	145,000
Utility Charges Total	4,685,539	4,730,947	4,785,000	4,930,000	145,000
Other Sources					
381001 Trnf Other Funds	-	-	-	-	-
Other Sources Total	-	-	-	-	-
520000 Sewer Total	4,927,693	5,048,575	4,892,000	5,005,000	113,000

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
Sewer Fund					
525201 Sewer Department					
Personnel					
611101 Full-Time Employees	244,978	292,622	360,031	386,637	26,606
611201 Overtime	332	322	7,020	7,020	-
611501 Part-Time	-	-	8,841	9,009	168
613101 FICA	18,117	20,594	28,430	29,452	1,022
613201 Utah Retirement Systems	45,830	51,661	70,010	70,131	121
613301 Health Insurance	61,455	70,496	105,647	89,075	(16,572)
613302 Dental Insurance	3,907	3,742	5,433	4,875	(558)
613304 Vision Insurance	705	694	1,060	821	(239)
613401 Worker's Compensation	3,177	4,375	4,658	5,720	1,062
613601 LTD, ADD, & Life	2,246	2,314	2,314	2,314	-
614101 Clothing Allow - FT	1,686	1,332	1,440	1,440	-
614201 Car Allowance	-	-	960	-	(960)
615000 Pension	(23,987)	-	-	-	-
Personnel Total	358,447	448,152	595,844	606,494	10,650
Materials & Services					
621301 Training & Registration	3,162	5,051	6,350	3,510	(2,840)
623101 In-State Travel	2,065	2,044	2,162	2,462	300
623501 Out-of-State Travel	-	1,233	2,235	2,080	(155)
624001 Office Supplies	95	3,957	350	350	-
624004 Materials & Supplies	1,984	1,877	5,433	5,683	250
624107 Uniforms & PPE	1,106	1,049	1,900	2,100	200
624204 Annual Maint. & Support	-	200	2,367	2,367	-
625002 Equipment Purchases	-	3,143	3,750	1,750	(2,000)
625201 Tires/Brakes	4,875	-	2,000	2,000	-
625202 Fuel/Oil	4,268	4,261	8,100	8,100	-
625203 Fleet Repair	10,975	3,651	15,000	13,000	(2,000)
625204 Fleet Lease	13,040	14,150	13,040	21,353	8,313
626001 Building Maintenance	388	280	1,950	2,000	50
631003 Insurance Fees	16,959	20,614	22,278	23,838	1,560
631004 Bank Fees	25,641	25,540	25,000	30,000	5,000
631006 Contracted Services	96,128	132,299	120,833	140,833	20,000
645001 Special Department Allow	162	794	1,250	1,250	-
651501 Depreciation	577,037	576,383	615,000	615,000	-
661001 Miscellaneous Supplies	2,503	820	1,000	1,100	100
662001 Miscellaneous Services	3,101,045	3,071,984	3,125,650	3,125,650	-
Materials & Services Total	3,861,430	3,869,329	3,975,648	4,004,426	28,778
Capital					
674001 Machinery & Equipment	37,033	52,142	-	121,000	121,000
674003 Vehicle Replacement	-	51,365	30,000	44,000	14,000
Capital Total	37,033	103,506	30,000	165,000	135,000
Transfers					
691003 Trnf EF Sales Tax Bond	74,167	74,749	74,607	74,110	(497)
691005 Trnf EF	128,642	109,877	119,515	110,015	(9,500)
691009 Trnf Indirect Cost Alloca	340,135	332,133	382,075	382,075	-
Transfers Total	542,944	516,759	576,197	566,200	(9,997)

FY2024 Tentative Expenditure Budget

	FY21	FY22	FY23	FY24	Change '23
	Actuals	Actuals	Budget	Budget	to '24
525201 Sewer Department Total	4,799,854	4,937,747	5,177,689	5,342,120	164,431
525210 Sewer Capital Projects					
Capital					
673001 Capital Project	105,763	270,559	4,003,500	5,537,001	1,533,501
Capital Total	105,763	270,559	4,003,500	5,537,001	1,533,501
525210 Sewer Capital Projects Total	105,763	270,559	4,003,500	5,537,001	1,533,501
Sewer Fund Total	4,905,617	5,208,305	9,181,189	10,879,121	1,697,932

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
530000 Storm Drain					
Licenses & Permits					
323003 Storm Water Impact Fees	14,666	17,499	5,500	5,500	-
Licenses & Permits Total	14,666	17,499	5,500	5,500	-
Charges for Services					
343002 MIDA	-	-	2,320	2,320	-
Charges for Services Total	-	-	2,320	2,320	-
Miscellaneous					
361001 Interest Earnings	21,642	21,484	10,000	10,000	-
364001 Sale Of Fixed Assets G/L	(113,836)	(2,011)	-	-	-
369001 Misc Revenues	-	-	-	-	-
Miscellaneous Total	(92,194)	19,473	10,000	10,000	-
Utility Charges					
373001 Storm Water Charges	1,184,357	1,330,796	1,490,004	1,710,000	219,996
Utility Charges Total	1,184,357	1,330,796	1,490,004	1,710,000	219,996
530000 Storm Drain Total	1,106,830	1,367,768	1,507,824	1,727,820	219,996

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
Storm Fund					
535301 Storm Drain					
Personnel					
611101 Full-Time Employees	168,022	209,537	240,037	252,874	12,837
611201 Overtime	-	161	3,015	3,015	-
611501 Part-Time	1,586	13,766	8,581	9,009	428
613101 FICA	12,532	16,618	17,647	19,456	1,809
613201 Utah Retirement Systems	31,215	38,247	42,690	45,536	2,846
613301 Health Insurance	38,412	53,672	57,891	57,561	(330)
613302 Dental Insurance	2,482	2,941	3,060	3,131	71
613304 Vision Insurance	472	558	590	523	(67)
613401 Worker's Compensation	2,139	3,282	2,902	3,572	670
613601 LTD, ADD, & Life	1,031	1,061	787	787	-
614101 Clothing Allow - FT	756	1,567	1,800	1,800	-
614201 Car Allowance	-	-	960	-	(960)
615000 Pension	(13,977)	-	-	-	-
Personnel Total	244,672	341,410	379,960	397,264	17,304
Materials & Services					
621201 Membership Dues	165	165	195	205	10
621301 Training & Registration	882	2,009	3,810	4,360	550
623101 In-State Travel	-	1,503	2,020	2,005	(15)
623501 Out-of-State Travel	-	620	2,235	2,080	(155)
624001 Office Supplies	453	3,546	500	500	-
624004 Materials & Supplies	5,300	7,628	9,783	10,033	250
624107 Uniforms & PPE	787	1,576	1,900	2,625	725
624204 Annual Maint. & Support	-	1,450	2,367	2,367	-
625001 Equip. Maint. & Supplies	334	56	1,550	1,550	-
625002 Equipment Purchases	-	3,548	3,750	1,750	(2,000)
625003 Equipment Rental	215	-	2,700	2,700	-
625201 Tires/Brakes	2,029	1,376	1,000	1,000	-
625202 Fuel/Oil	3,828	5,631	8,100	11,000	2,900
625203 Fleet Repair	6,767	4,845	10,000	10,000	-
625204 Fleet Lease	7,240	7,856	7,240	14,884	7,644
626001 Building Maintenance	245	294	450	500	50
631003 Insurance Fees	7,219	7,765	8,661	9,268	607
631004 Bank Fees	5,990	6,425	5,825	6,900	1,075
631006 Contracted Services	33,252	52,664	73,333	108,833	35,500
645001 Special Department Allow	-	1,885	7,700	7,700	-
651501 Depreciation	676,954	678,976	685,000	685,000	-
661001 Miscellaneous Supplies	2,205	902	1,000	1,100	100
662001 Miscellaneous Services	68	486	9,650	9,650	-
663001 Contingency	-	49	5,000	5,000	-
Materials & Services Total	753,930	791,254	853,769	901,010	47,241

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
Capital					
674001 Machinery & Equipment	37,033	54,892	-	-	-
674003 Vehicle Replacement	-	10,273	16,000	124,000	108,000
Capital Total	37,033	65,165	16,000	124,000	108,000
Transfers					
691005 Trnf EF	83,299	84,124	72,313	66,563	(5,750)
691009 Trnf Indirect Cost Alloca	220,246	254,287	231,168	231,168	-
Transfers Total	303,545	338,411	303,481	297,731	(5,750)
535301 Storm Drain Total	1,339,180	1,536,240	1,553,210	1,720,005	166,795
535310 Storm Drain Capital Projects					
Capital					
673001 Capital Project	367,564	134,276	3,202,377	4,475,790	1,273,413
Capital Total	367,564	134,276	3,202,377	4,475,790	1,273,413
35310 Storm Drain Capital Projects Total	367,564	134,276	3,202,377	4,475,790	1,273,413
Storm Fund Total	1,706,744	1,670,516	4,755,587	6,195,795	1,440,208

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
540000 Solid Waste					
Miscellaneous					
361001 Interest Earnings	8,589	10,142	4,000	4,000	-
364001 Sale Of Fixed Assets G/L	-	-	-	-	-
Miscellaneous Total	8,589	10,142	4,000	4,000	-
Utility Charges					
374001 Garbage Charges	1,676,148	1,696,698	1,750,000	1,750,000	-
Utility Charges Total	1,676,148	1,696,698	1,750,000	1,750,000	-
540000 Solid Waste Total	1,684,737	1,706,840	1,754,000	1,754,000	-

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
545401 Solid Waste					
545401 Solid Waste					
Personnel					
611101 Full-Time Employees	44,077	48,640	49,432	53,785	4,353
613101 FICA	3,253	3,435	3,734	3,991	257
613201 Utah Retirement Systems	8,201	8,500	9,196	9,535	339
613301 Health Insurance	7,021	7,934	8,736	9,270	534
613302 Dental Insurance	477	462	466	470	4
613304 Vision Insurance	54	53	53	53	-
613401 Worker's Compensation	535	644	600	641	41
614201 Car Allowance	-	-	960	-	(960)
615000 Pension	(2,354)	-	-	-	-
Personnel Total	61,264	69,668	73,177	77,745	4,568
Materials & Services					
631003 Insurance Fees	6,913	5,991	6,772	7,247	475
631004 Bank Fees	8,212	9,044	7,975	10,000	2,025
631006 Contracted Services	1,350,607	1,377,114	1,492,500	1,493,040	540
651501 Depreciation	5,740	4,799	5,000	5,000	-
Materials & Services Total	1,371,472	1,396,947	1,512,247	1,515,287	3,040
Capital					
673001 Capital Project	128	1,484	1,144,500	1,519,000	374,500
Capital Total	128	1,484	1,144,500	1,519,000	374,500
Transfers					
691005 Trnf EF	18,718	16,665	14,454	13,204	(1,250)
691009 Trnf Indirect Cost Alloca	49,492	50,373	45,858	45,858	-
Transfers Total	68,210	67,038	60,312	59,062	(1,250)
545401 Solid Waste Total	1,501,073	1,535,138	2,790,236	3,171,094	380,858
545401 Solid Waste Total	1,501,073	1,535,138	2,790,236	3,171,094	380,858

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
610000 Fleet Management					
Charges for Services					
344001 Fleet Charges From GF	144,127	154,885	157,798	161,990	4,192
344002 Fleet Charges From Water	28,925	31,388	35,496	31,752	(3,744)
344003 Fleet Charges From Sewer	13,040	14,150	19,680	21,353	1,673
344004 Fleet Charges Storm Water	7,240	7,856	15,816	14,884	(932)
345001 Consum. Chrgs From Gf	160,969	192,773	264,150	262,625	(1,525)
345002 Consum. Chrgs From Water	51,544	41,876	52,850	50,850	(2,000)
345003 Consum. Chrgs From Sewer	20,118	7,912	25,100	23,100	(2,000)
345004 Consum. Chrgs From Storm	12,624	11,851	19,100	22,000	2,900
345006 Consum. Chrgs Outside Ser	-	-	13,000	-	(13,000)
346001 Vehicle&Equip Replace GF	643,628	579,588	636,518	1,190,376	553,858
346002 Vehicle&Equip Replace Wtr	154,886	169,452	134,350	44,000	(90,350)
346003 Vehicle&Equip Replace Swr	28,289	103,506	87,350	165,000	77,650
346004 Vehicle&Equip Replc Strm	28,289	65,165	79,350	124,000	44,650
Charges for Services Total	1,293,678	1,380,403	1,540,557	2,111,930	571,373
Miscellaneous					
364001 Sale Of Fixed Assets G/L	152,274	261,450	100,000	445,000	345,000
365001 Fuel Charges	15,035	21,446	20,000	20,000	-
369001 Misc Revenues	-	-	-	-	-
Miscellaneous Total	167,309	282,895	120,000	465,000	345,000
610000 Fleet Management Total	1,460,987	1,663,298	1,660,557	2,576,930	916,373

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
614441 Fleet Management					
614441 Fleet Management					
Personnel					
611101 Full-Time Employees	95,858	87,799	114,430	108,750	(5,680)
611201 Overtime	68	773	2,100	2,100	-
613101 FICA	6,929	6,488	8,275	7,974	(301)
613201 Utah Retirement Systems	18,118	16,778	21,584	20,082	(1,502)
613301 Health Insurance	31,273	31,796	34,323	38,720	4,397
613302 Dental Insurance	1,933	1,647	1,935	1,946	11
613304 Vision Insurance	409	350	409	409	-
613401 Worker's Compensation	1,165	1,288	1,388	1,318	(70)
613601 LTD, ADD, & Life	874	778	901	901	-
614101 Clothing Allow - FT	820	433	720	720	-
Personnel Total	157,447	148,128	186,065	182,920	(3,145)
Materials & Services					
621101 Publications & Subscriptions	1,500	17	1,500	2,400	900
621301 Training & Registration	319	2,203	3,560	3,640	80
624001 Office Supplies	285	338	895	895	-
624004 Materials & Supplies	(6,604)	4,638	4,500	6,250	1,750
624107 Uniforms & PPE	360	469	950	1,050	100
624204 Annual Maint. & Support	949	973	2,500	6,500	4,000
625001 Equip. Maint. & Supplies	8,378	13,715	8,000	8,000	-
625002 Equipment Purchases	1,950	3,325	7,502	2,300	(5,202)
625201 Tires/Brakes	29,228	22,398	31,425	32,525	1,100
625202 Fuel/Oil	128,736	166,185	211,275	213,300	2,025
625203 Fleet Repair	102,772	75,142	118,500	112,750	(5,750)
625501 Equipment Repairs	535	2,167	600	700	100
626001 Building Maintenance	1,342	100	4,000	4,000	-
631003 Insurance Fees	2,513	1,610	1,686	1,805	119
631006 Contracted Services	3,817	324	4,300	4,800	500
651501 Depreciation	415,103	497,989	370,000	370,000	-
661001 Miscellaneous Supplies	-	828	1,000	1,100	100
662001 Miscellaneous Services	357	341	650	2,650	2,000
Materials & Services Total	691,539	792,764	772,843	774,665	1,822
Capital					
674001 Machinery & Equipment	277,187	501,722	4	215,001	214,997
674003 Vehicle Replacement	432,950	637,450	986,639	1,308,375	321,736
Capital Total	710,137	1,139,172	986,643	1,523,376	536,733
Debt					
681003 Equipment Lease	10,600	-	5,000	5,000	-
Debt Total	10,600	-	5,000	5,000	-
614441 Fleet Management Total	1,569,723	2,080,064	1,950,551	2,485,961	535,410
614441 Fleet Management Total	1,569,723	2,080,064	1,950,551	2,485,961	535,410

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
630000 Risk Management					
Charges for Services					
344006 Risk Mgmt Charges - GF	180,520	261,122	287,947	287,947	-
344007 Risk Mgmt Charges - Water	30,005	37,756	39,654	39,654	-
344008 Risk Mgmt Charges - Sewer	16,959	20,614	22,278	22,278	-
344009 Risk Mgmt Charges - Storm	7,219	7,765	8,661	8,661	-
344011 Risk Mgmt Charges - Fleet	2,513	1,610	1,686	1,686	-
344013 Risk Mgmt Charges - Garba	6,913	5,991	6,772	6,772	-
Charges for Services Total	244,127	334,858	366,999	366,999	-
Miscellaneous					
369001 Misc Revenues	29,791	-	-	-	-
369007 Claims And Damages	-	-	-	-	-
Miscellaneous Total	29,791	-	-	-	-
630000 Risk Management Total	273,918	334,858	366,999	366,999	-

FY2024 Revenue Tentative Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
700000 Perpetual Cemetery Fund					
Charges for Services					
348002 Perpetual Care	18,700	9,700	9,000	9,000	-
Charges for Services Total	18,700	9,700	9,000	9,000	-
Miscellaneous					
361001 Interest Earnings	1,121	1,217	1,200	1,200	-
Miscellaneous Total	1,121	1,217	1,200	1,200	-
700000 Perpetual Cemetery Fund Total	19,821	10,917	10,200	10,200	-

FY2024 Tentative Expenditure Budget

	FY21 Actuals	FY22 Actuals	FY23 Budget	FY24 Budget	Change '23 to '24
634443 Risk Management					
634443 Risk Management					
Materials & Services					
624101 Claims & Damages	39,720	42,064	30,000	30,000	-
631003 Insurance Fees	214,126	267,744	306,988	392,705	85,717
631006 Contracted Services	30,000	28,220	30,000	30,000	-
Materials & Services Total	283,846	338,028	366,988	452,705	85,717
634443 Risk Management Total	283,846	338,028	366,988	452,705	85,717
634443 Risk Management Total	283,846	338,028	366,988	452,705	85,717



STAFF REPORT

TO:	Mayor Shepherd and City Council Members
FROM:	Adam Favero, Public Works Director
MEETING DATE:	April 25, 2023
SUBJECT:	Proposed Ordinance Granting an Electric Utility Franchise and General Utility Easement to Rocky Mountain Power

RECOMMENDED ACTION

Approve an ordinance to grant Rocky Mountain Power an Electric Utility Franchise and General Utility Easement.

DESCRIPTION / BACKGROUND

In order to provide electrical services to the City it is essential to have an Electric Utility Franchise and General Utility Easement. The “Franchise Easement Agreement” regulates the power facilities within public ways and grants Rocky Mountain Power general utility easements for the use of their utility infrastructure.

The City has an existing Franchise Easement Agreement with Rocky Mountain Power that is expiring. The approval of this ordinance would allow the City and Rocky Mountain Power to enter into another 10 year agreement with an automatic renewal of up to 10 more years if both parties are still in agreement with the original terms of the agreement.


CORRESPONDING POLICY PRIORITIES

- Providing Quality Municipal Services

Even though the City does not provide the City with electrical services, it is imperative the City work with the sole provider of electrical services (Rocky Mountain Power) to provide power to the City's residents and businesses.

HEDGEHOG SCORE

FISCAL IMPACT



There are no financial implications as a result of the approval of this ordinance.

ALTERNATIVES

SCHEDULE / TIME CONSTRAINTS

Staff and Rocky Mountain Power personnel would like to get this Franchise Easement Agreement approved and implemented as soon as possible to allow for the maintenance of current infrastructure and future infrastructure growth.

LIST OF ATTACHMENTS

- Ordinance Granting an Electric Utility Franchise and Utility Easement to Rocky Mountain Power

**AN ORDINANCE GRANTING AN ELECTRIC UTILITY FRANCHISE
AND GENERAL UTILITY EASEMENT
TO
ROCKY MOUNTAIN POWER**

WHEREAS, Rocky Mountain Power, is a regulated public utility that provides electric power and energy to the citizens of Clearfield City (the “City”) and other surrounding areas;

WHEREAS, providing electrical power and energy requires the installation, operation and maintenance of power poles and other related facilities to be located within the public ways of the City;

WHEREAS, the City, pursuant to the provisions of Utah Code Ann. § 10-8-21 has the authority to regulate power line facilities within public ways and to grant to Rocky Mountain Power a general utility easement for the use thereof;

WHEREAS, the City desires to set forth the terms and conditions by which Rocky Mountain Power shall use the public ways of the City;

NOW, THEREFORE, be it ordained by the City:

SECTION 1. Grant of Franchise and General Utility Easement. The City hereby grants to Rocky Mountain Power the right, privilege and authority to construct, maintain, operate, upgrade, and relocate its electrical distribution and transmission lines and related appurtenances, including underground conduits and structures, poles, towers, wires, guy anchors, vaults, transformers, transmission lines, and communication lines (collectively referred to herein as “Electric Facilities”) in, under, along, over and across the present and future streets, alleys, and rights-of-way, not including City parks, buildings or other spaces not associated with City-owned rights-of-way (collectively referred to herein as “Public Ways”) within the City, for the purpose of supplying and transmitting electric power and energy to the inhabitants of the City and persons and corporations beyond the limits thereof.

SECTION 2. Term of Franchise and City’s Authority to Amend or Terminate.

2.1 Subject to the conditions of this Section 2, the first term of this Franchise and General Utility Easement shall be for a period of ten (10) years from the effective date of this agreement. This initial term will be automatically extended thereafter on a year to year basis unless either party provides written notice to the other party, at least 120 days before the end of the term, of its intent to terminate this agreement and the franchise. After such notice, the parties may negotiate for a renewal agreement, if desired.

2.2 In no case will the initial term last longer than 20 years. Before the expiration of 20 years from the effective date of this agreement, the parties must execute a renewal agreement or the franchise will terminate.

2.3 If, during the term of this agreement, including any extension, the City enacts an ordinance governing franchises, or if any other applicable law changes, then the City may notify Rocky Mountain Power of the terms of the new law and may propose an amended franchise agreement that conforms to the new law. If, by 120 days after receipt of the proposed amended agreement, Rocky Mountain Power has not executed a mutually agreeable amended franchise agreement that conforms to the new law, then the City may, at its sole option, terminate this agreement, thereby terminating the franchise.

SECTION 3. Acceptance by Company. Within sixty (60) days after the passage of this ordinance by the City, Rocky Mountain Power shall file an unqualified written acceptance thereof, with the City Recorder otherwise the ordinance and the rights granted herein shall be null and void.

SECTION 4. Non-Exclusive Franchise. The right to use and occupy the Public Ways of the City shall be nonexclusive and the City reserves the right to use the Public Ways for itself or any other entity that provides service to City residences; provided, however, that such use shall not unreasonably interfere with Rocky Mountain Power's Electric Facilities or Rocky Mountain Power's rights as granted herein.

SECTION 5. City Regulatory Authority. In addition to the provision herein contained, the City reserves the right to adopt such additional ordinances and regulations as may be deemed necessary in the exercise of its police power for the protection of the health, safety and welfare of its citizens and their properties or exercise any other rights, powers, or duties required or authorized, under the Constitution of the State of Utah, the laws of Utah or City Ordinance.

SECTION 6. Indemnification. The City shall in no way be liable or responsible for any loss or damage to property or any injury to, or death, of any person that may occur in the construction, operation or maintenance by Rocky Mountain Power of its Electric Facilities. Rocky Mountain Power shall indemnify, defend and hold the City harmless from and against claims, demands, liens and all liability or damage of whatsoever kind on account of Rocky Mountain Power's use of the Public Ways within the City, and shall pay the costs of defense plus reasonable attorneys' fees for any claim, demand or lien brought thereunder. The City shall: (a) give prompt written notice to Rocky Mountain Power of any claim, demand or lien with respect to which the City seeks indemnification hereunder; and (b) permit Rocky Mountain Power to assume the defense of such claim, demand, or lien. If such defense is not assumed by Rocky Mountain Power, Rocky Mountain Power shall not be subject to liability for any settlement made without its consent. Notwithstanding any provision hereof to the contrary, Rocky Mountain Power shall not be obligated to indemnify, defend or hold the City harmless to the extent any claim, demand or lien arises out of or in connection with any negligent or willful act or failure to act of the City or any of its officers or employees.

SECTION 7. Annexation.

7.1 Extension of City Limits. Upon the annexation of any territory to the City, the rights granted herein shall extend to the annexed territory to the extent the City has such authority. All Electrical Facilities owned, maintained, or operated by Rocky Mountain Power located within any public ways of the annexed territory shall thereafter be subject to all of the terms hereof.

7.2 Notice of Annexation. When any territory is approved for annexation to the City, the City shall, not later than ten (10) working days after passage of an ordinance approving the proposed annexation, provide by certified mail to Rocky Mountain Power: (a) each site address to be annexed as recorded on county assessment and tax rolls; (b) a legal description of the proposed boundary change; and (c) a copy of the City's ordinance approving the proposed annexation. The notice shall be mailed to:

Rocky Mountain Power Customer Contact Center
Attn: Annexations
P.O. Box 400
Portland, Oregon 97207-0400

With a copy to:

Rocky Mountain Power
Attn: Office of the General Counsel
1407 West North Temple, Room 320
Salt Lake City, UT 84116

SECTION 8. Plan, Design, Construction and Installation of Company Facilities.

8.1 All Electrical Facilities installed or used under authority of this Franchise shall be used, constructed and maintained in accordance with applicable federal, state and city laws, codes and regulations.

8.2 Except in the case of an emergency, Rocky Mountain Power shall, prior to commencing new construction or major reconstruction work in the Public Ways, apply for any permit from the City as may be required by the City's ordinances, which permit shall not be unreasonably withheld, conditioned, or delayed. Rocky Mountain Power will abide by all applicable ordinances and all reasonable rules, regulations and requirements of the City, and the City may inspect the manner of such work and require remedies as may be reasonably necessary to assure compliance. Notwithstanding the foregoing, Rocky Mountain Power shall not be obligated to obtain a permit to perform emergency repairs.

8.3 All Electric Facilities shall be located so as to cause minimum interference with the Public Ways of the City and shall be constructed, installed, maintained, cleared of vegetation, renovated or replaced in accordance with applicable rules, ordinances and regulations of the City.

8.4 If, during the course of work on its Electrical Facilities, Rocky Mountain Power causes damage to or alters the Public Way or public property, Rocky Mountain Power shall (at its own cost and expense and in a manner reasonably approved by the City) replace and restore it in as good a condition as existed before the work commenced.

8.5 In addition to the installation of underground electric distribution lines as provided by applicable state law and regulations, Rocky Mountain Power shall, upon payment of all charges provided in its tariffs or their equivalent, place newly constructed electric distribution lines underground as may be required by City ordinance.

8.6 The City shall have the right without cost to use all poles and suitable overhead structures owned by Rocky Mountain Power within Public Ways for City wires used in connection with its fire alarms, police signal systems, or other public safety communication lines used for governmental purposes; provided, however, any such uses shall be for activities owned, operated or used by the City for a public purpose and shall not include the provision of CATV, internet, or similar services to the public. Provided further, that Rocky Mountain Power shall assume no liability nor shall it incur, directly or indirectly, any additional expense in connection therewith, and the use of said poles and structures by the City shall be in such a manner as to prevent safety hazards or interferences with Rocky Mountain Power's use of same. Nothing herein shall be construed to require Rocky Mountain Power to increase pole size, or alter the manner in which Rocky Mountain Power attaches its equipment to poles, or alter the manner in which it operates and maintains its Electric Facilities. City attachments shall be installed and maintained in accordance with the reasonable requirements of Rocky Mountain Power and the current edition of the National Electrical Safety Code pertaining to such construction. Further, City attachments shall be attached or installed only after written approval by Rocky Mountain Power in conjunction with Rocky Mountain Power's standard pole attachment application process. Rocky Mountain Power shall have the right to inspect, at the City's expense, such attachments to ensure compliance with this Section 8.6 and to require the City to remedy any defective attachments.

8.7 Rocky Mountain Power shall have the right to excavate the Public Rights of Ways subject to reasonable conditions and requirements of the City. Before installing new underground conduits or replacing existing underground conduits, Rocky Mountain Power shall first notify the City of such work by written notice and shall allow the City, at its own expense, (to include a pro rata share of the trenching costs), to share the trench of Rocky Mountain Power to lay its own conduit therein, provided that such action by the City will not unreasonably interfere with Rocky Mountain Power's Electrical Facilities or delay project completion.

8.8 Before commencing any street improvements or other work within a Public Way that may affect Rocky Mountain Power's Electric Facilities, the City shall give written notice to Rocky Mountain Power.

SECTION 9. Relocations of Electric Facilities.

9.1 The City reserves the right to require Rocky Mountain Power to relocate its Electric Facilities within the Public Ways in the interest of public convenience, necessity, health, safety or welfare at no cost to the City. Within a reasonable period of time after written notice, Rocky Mountain Power shall promptly commence the relocation of its Electrical Facilities. Before requiring a relocation of Electric Facilities, the City shall, with the assistance and consent of Rocky Mountain Power, identify a reasonable alignment for the relocated Electric Facilities within the Public Ways of the City.

Except where there are third-party attachments on Rocky Mountain Power's Electric Facilities, Rocky Mountain Power shall be obligated to remove its Electric Facilities from the Public Ways when Rocky Mountain Power ceases to operate such Electric Facility for a continuous period of 12 months, except when the cessation of service is a direct result of a natural or manmade disaster or other emergency. Upon receipt of written notice from the City setting forth one or more of the occurrences of the cessation of operations of Electric Facilities, Rocky Mountain Power shall have 90 days or as soon after 90 days as reasonably possible due to weather and other environmental conditions from the date the notice is received to begin operating the Electric Facilities or remove the Electric Facilities, as appropriate. With written permission from the City, Rocky Mountain Power may sign over certain Electric Facilities to third parties for the continued operation of third party services utilizing the Electric Facilities.

The City shall assign or otherwise transfer to Company all right it may have to recover the cost for the relocation work and shall support the efforts of Rocky Mountain Power to obtain reimbursement.

9.2 Rocky Mountain Power shall not be obligated to pay the cost of any relocation that is required or made a condition of a private development. If the removal or relocation of facilities is caused directly or otherwise by an identifiable development of property in the area, or is made for the convenience of a customer, Rocky Mountain Power may charge the expense of removal or relocation to the developer or customer. For example, Rocky Mountain Power shall not be required to pay relocation costs in connection with a road widening or realignment where the road project is made a condition of or caused by a private development.

SECTION 10. Subdivision Plat Notification. Before the City approves any new subdivision and before recordation of the plat, the City shall obtain Rocky Mountain Power's approval of Electrical Facilities, including underground facilities to be installed by the developer, and associated rights of way depicted on the plat. A copy of the plat shall be mailed for approval to Rocky Mountain Power:

Rocky Mountain Power
Attn: Estimating Department
635 N 1200 W
Layton, Utah 84041

SECTION 11. Vegetation Management. Rocky Mountain Power or its contractor may prune all trees and vegetation which overhang the Public Ways, whether such trees or vegetation originate within or outside the Public Ways to prevent the branches or limbs or other part of such trees or vegetation from interfering with Rocky Mountain Power's Electrical Facilities. Such pruning shall comply with the *American National Standard for Tree Care Operation (ANSI A300)* and be conducted under the direction of an arborist certified with the International Society of Arboriculture. A growth inhibitor treatment may be used for trees and vegetation species that are fast-growing and problematic. Nothing contained in this Section shall prevent Rocky Mountain Power, when necessary and with the approval of the owner of the property on which they may be located, from cutting down and removing any trees which overhang streets.

SECTION 12. Renewal. At least 120 days prior to the expiration of this Franchise, Rocky Mountain Power and the City either shall agree to extend the term of this Franchise for a mutually acceptable period of time or the parties shall use best faith efforts to renegotiate a replacement Franchise. Rocky Mountain Power shall have the continued right to use the Public Ways of the City as set forth herein in the event an extension or replacement Franchise is not entered into upon expiration of this Franchise.

SECTION 13. No Waiver. Neither the City nor Rocky Mountain Power shall be excused from complying with any of the terms and conditions of this Franchise by any failure of the other, or any of its officers, employees, or agents, upon any one or more occasions to insist upon or to seek compliance with any such terms and conditions.

SECTION 14. Transfer of Franchise. Rocky Mountain Power shall not transfer or assign any rights under this Franchise to another entity, except transfers and assignments by operation of law, or to affiliates, parents or subsidiaries of Rocky Mountain Power which assume all of Rocky Mountain Power's obligations hereunder, unless the City shall first give its approval in writing, which approval shall not be unreasonably withheld, conditioned or delayed; provided, however, Rocky Mountain Power may assign, mortgage, pledge, hypothecate or otherwise transfer without consent its interest in this Franchise to any financing entity, or agent on behalf of any financing entity to whom Rocky Mountain Power (i) has obligations for borrowed money or in respect of guaranties thereof, (ii) has obligations evidenced by bonds, debentures, notes or similar instruments, or (iii) has obligations under or with respect to letters of credit, bankers acceptances and similar facilities or in respect of guaranties thereof.

SECTION 15. Amendment. At any time during the term of this Franchise, the City through its City Council, or Rocky Mountain Power may propose amendments to this Franchise by giving thirty (30) days written notice to the other party of the proposed amendment(s) desired, and both parties thereafter, through their designated representatives, will, within a reasonable time, negotiate in good faith in an effort to agree upon mutually satisfactory amendment(s). No amendment or amendments to this Franchise shall be effective until mutually agreed upon by the City and Rocky Mountain Power and formally adopted as an ordinance amendment, which is accepted in writing by Rocky Mountain Power.

SECTION 16. Notices. Unless otherwise specified herein, all notices from Rocky Mountain Power to the City pursuant to or concerning this Franchise shall be delivered to the City

Recorder's Office. Unless otherwise specified herein, all notices from the City to Rocky Mountain Power pursuant to or concerning this Franchise shall be delivered to the Regional Business Management Director, Rocky Mountain Power, 1438 West 2550 South, Ogden, Utah, 84401, and such other office as Rocky Mountain Power may advise the City of by written notice.

SECTION 17. Severability. If any section, sentence, paragraph, term or provision hereof is for any reason determined to be illegal, invalid, or superseded by other lawful authority including any state or federal regulatory authority having jurisdiction thereof or unconstitutional, illegal or invalid by any court of common jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such determination shall have no effect on the validity of any other section, sentence, paragraph, term or provision hereof, all of which will remain in full force and effect for the term of the Franchise or any renewal or renewals thereof.

SECTION 18. Waiver of Jury Trial. To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this agreement. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

PASSED by the City Council of the City of _____, Utah this ____ day of _____, 2021.

MAYOR

ATTEST:

CITY RECORDER



STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Braden Felix, Assistant Public Works Director

MEETING DATE: April 25, 2023

SUBJECT: Contract Modification for Geneva Rock Products for the Clearfield Station Transit-Oriented Development Construction Project

RECOMMENDED ACTION

Approval of the contract modification by signature from the Mayor.

DESCRIPTION / BACKGROUND

At the initial bid opening for the the TOD infrastructure construction contract, the low bid was for a total of \$25,935,420.75 from Geneva Rock Products when we had about \$15 million available. We broke the project into 2 phases and entered into a contract with Geneva for \$18,892,869.80 for the first phase. With the addition of money from the Governor's Office of Economic Opportunity (\$4 MM) and the Davis County 3rd Quarter Sales Tax (\$6.5 MM), we are modifying that original contract by increasing the scope and price by \$9,170,487.29. The cost of the modification and original contract is naturally higher than the original bid due to time passed since the bid (1.5 years), inflation, and unforeseen issues in construction.

CORRESPONDING POLICY PRIORITIES

- Improving Clearfield's Image, Livability, and Economy
- Providing Quality Municipal Services

This project was always going to be a large undertaking, and breaking up the lump sum has helped us be productive with funds available and show real intention of building the completed project. This project will be an attractive location for businesses and residents made possible by the investment of the city.

HEDGEHOG SCORE



FISCAL IMPACT

\$9,170,487.29

ALTERNATIVES

We could potentially stop work at any point or at the end of phase 1, but it has been the direction given to proceed to construct the project as a whole.

SCHEDULE / TIME CONSTRAINTS

Substantial completion will be contracted for November 30, 2023. Various items need to be ordered now, but are waiting on the signature on this modification.

LIST OF ATTACHMENTS

-

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT MODIFICATION

This Agreement is by and between Clearfield City (“Owner”) and Geneve Rock Products Inc (“Contractor”).

The Owner received bids for the Clearfield Station TOD Project October 2021. The Contractor was low bid with an amount of \$28,063,357.09. The Contractor was awarded Phase I in the amount of \$18,892,869.80. This contract modification is awarding Phase II for the completion of the project.

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work generally consists of constructing utilities, roadway, detention basins for a new subdivision development.

ARTICLE 2—THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Clearfield Station TOD Phase II.

ARTICLE 3—ENGINEER

*3.01 The Owner has retained **CRS Consulting Engineers, Inc.** (“Engineer”) to act as Owner’s representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.*

3.02 The part of the Project that pertains to the Work has been designed by Engineer.

ARTICLE 4—CONTRACT TIMES

4.01 Time is of the Essence

- A. Except as otherwise stated herein or in the Contract Documents, all time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract. Notwithstanding anything to the contrary herein, the Parties understand and agree that Contractor shall not be responsible for delay caused by activities or factors beyond Contractor's control including, but not limited to, delays caused by strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of Owner to timely furnish information or approve or disapprove Contractor’s work, faulty performance by others, including contractors and governmental agencies.

B. Substantial Completion Date – November 30, 2023

4.04 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that, subject to the provisions of Section 4.01 above, as liquidated damages for delay (but not as a penalty):
1. *Substantial Completion:* Contractor shall pay Owner \$1,000.00 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.
 2. *Completion of Remaining Work:* After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$500.00 for each day that expires after such time until the Work is completed and ready for final payment.
 3. Liquidated damages for failing to timely attain Milestones, Substantial Completion, and final completion are not additive, and will not be imposed concurrently.
- B. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner's sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or consequential, for such delay, except for special damages (if any) specified in this Agreement.

ARTICLE 5—CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:

- A. For all Work other than Unit Price Work, a lump sum of \$9,170,487.29.

All specific cash allowances are included in the above price in accordance with Paragraph 13.02 of the General Conditions.

- B. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6—PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the

General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Contractor shall make pay requests for progress payments to the Owner on or about the 5th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.
 - a. **95%** percent of the value of the Work completed (with the balance being retainage).
 - 1) If 50 percent or more of the Work has been completed, as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. **95%** percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to **100%** percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less **200%** percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 Final Payment

- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.

6.04 Consent of Surety

- A. Owner will not make final payment or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

6.05 Interest

- A. All amounts not paid when due will bear interest at the rate at 2% per annum above the rate paid by the Internal Revenue Service on refund claims.

ARTICLE 7—CONTRACT DOCUMENTS

7.01 Contents

- A. The Contract Documents consist of all of the following:
 - 1. This Agreement.
 - 2. Bonds:
 - a. Performance bond (together with power of attorney).
 - b. Payment bond (together with power of attorney).
 - 3. General Conditions.
 - 4. Supplementary Conditions.
 - 5. Specifications as listed in the table of contents of the project manual.
 - 6. Drawings (not attached but incorporated by reference) with each sheet bearing the following general title: Clearfield Station TOD
 - 7. The following Addenda:
 - a. NA at this time
 - 8. Exhibits to this Agreement (enumerated as follows):
 - a. Geotechnical Report by IGES
 - b. Traffic Study Analysis by Hales Engineering
 - 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
 - e. Warranty Bond, if any.
- B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 7.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 Contractor's Representations

- A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:

1. Contractor has examined and reasonably studied the Contract Documents, including Addenda.
2. Contractor has visited the Site, conducted a reasonable visual examination of the Site and adjacent areas, and become generally familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Contractor has reasonably studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
6. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor. Notwithstanding the foregoing, Contractor shall not be responsible for any conditions at the site of the Work, or omissions, ambiguities, or conflicts in the Contract Documents, which Contractor can show that it could not have discovered in the exercise of reasonable care prior to submission of its bid and/or execution of the Agreement.
10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 *Contractor's Certifications*

- A. Contractor certifies that, to the best of its knowledge, it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
1. “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or “track changes” (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract).

Owner:

Contractor:

(typed or printed name of organization)

By:

(typed or printed name of organization)

By:

(individual's signature)

(individual's signature)

Date:

Date:

(date signed)

(date signed)

Name:

Name:

(typed or printed)

(typed or printed)

Title:

Title:

(typed or printed)

(typed or printed)

Attest:

(If [Type of Entity] is a corporation, a partnership, or a joint venture, attach evidence
Attest:

(individual's signature)

(individual's signature)

Title:

Title:

(typed or printed)

(typed or printed)

Address for giving notices:

Address for giving notices:

Designated Representative:

Designated Representative:

Name:

Name:

(typed or printed)

(typed or printed)

Title:

Title:

(typed or printed)

(typed or printed)

Address:

Address:

Phone:

Phone:

Email:

Email:

License No.:

(where applicable)

State:

(If [Type of Entity] is a corporation, attach



**DOCUMENT 00 52 00
AGREEMENT BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT**

This Agreement is by and between Clearfield City (“Owner”) and Geneve Rock Products Inc (“Contractor”).

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work generally consists of clearing and grubbing the site and constructing utilities, roadway, detention basins for a new subdivision development.

ARTICLE 2—THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Clearfield Station TOD.

ARTICLE 3—ENGINEER

3.01 The Owner has retained **CRS Consulting Engineers, Inc.** (“Engineer”) to act as Owner’s representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.

3.02 The part of the Project that pertains to the Work has been designed by Engineer.

ARTICLE 4—CONTRACT TIMES

4.01 Time is of the Essence

A. Except as otherwise stated herein or in the Contract Documents, all time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract. Notwithstanding anything to the contrary herein, the Parties understand and agree that Contractor shall not be responsible for delay caused by activities or factors beyond Contractor’s control including, but not limited to, delays caused by strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of Owner to timely furnish information or approve or disapprove Contractor’s work, faulty performance by others, including contractors and governmental agencies.

4.04 Milestones

A. Parts of the Work must be substantially completed on or before the following Milestone(s):

Agreement Between Owner and Contractor



1. Milestone 1
All streets and utilities, except Depot Street connection (1450 South east of 1000 East) the three State Street intersections, and offsite sewer. Completion time: 9 months after beginning work, or December 2022.
2. Milestone 2
Completion of Depot Street connection (1450 South east of 1000 East), Station Blvd/State Street intersection, 1000 East/State Street intersection, 1450 South/State Street intersection, and off-site sewer. Completion time: 6 months from go-ahead from Clearfield City after property and easement procurement.
3. Milestone 3
All parks, park strips, planted medians, UTA Plaza, irrigation, and landscaping. Completion time: June 2023

Reference Sheet G004 PROJECT PHASING PLAN in the Civil Drawing Set for an exhibit of the Milestone Descriptions.

4.05 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that, subject to the provisions of Section 4.01 above, as liquidated damages for delay (but not as a penalty):
1. *Substantial Completion:* Contractor shall pay Owner \$1,000.00 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.
 2. *Completion of Remaining Work:* After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$500.00 for each day that expires after such time until the Work is completed and ready for final payment.
 3. *Milestones:* Contractor shall pay Owner \$500.00 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for achievement of Milestone 1, until Milestone 1 is achieved, or until the time specified for Substantial Completion is reached, at which time the rate indicated in Paragraph 4.05.A.1 will apply, rather than the Milestone rate.
 4. Liquidated damages for failing to timely attain Milestones, Substantial Completion, and final completion are not additive, and will not be imposed concurrently.
- B. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner's sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or



consequential, for such delay, except for special damages (if any) specified in this Agreement.

ARTICLE 5—CONTRACT PRICE

5.01 *Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:*

- A. For all Work other than Unit Price Work, a lump sum of \$18,892,869.80.

All specific cash allowances are included in the above price in accordance with Paragraph 13.02 of the General Conditions.

- B. For all Work, at the prices stated in Contractor’s Bid, attached hereto as an exhibit.

ARTICLE 6—PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Contractor shall make pay requests for progress payments to the Owner on or about the 5th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

- 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.

- a. **95%** percent of the value of the Work completed (with the balance being retainage).

- 1) If 50 percent or more of the Work has been completed, as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and

- b. **95%** percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to **100%** percent of the Work completed, less such amounts set



off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less **200%** percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 Final Payment

- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.

6.04 Consent of Surety

- A. Owner will not make final payment or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

6.05 Interest

- A. All amounts not paid when due will bear interest at the rate at 2% per annum above the rate paid by the Internal Revenue Service on refund claims.

ARTICLE 7—CONTRACT DOCUMENTS

7.01 Contents

- A. The Contract Documents consist of all of the following:
1. This Agreement.
 2. Bonds:
 - a. Performance bond (together with power of attorney).
 - b. Payment bond (together with power of attorney).
 3. General Conditions.
 4. Supplementary Conditions.
 5. Specifications as listed in the table of contents of the project manual.
 6. Drawings (not attached but incorporated by reference) with each sheet bearing the following general title: Clearfield Station TOD
 7. The following Addenda:
 - a. NA at this time
 8. Exhibits to this Agreement (enumerated as follows):
 - a. Geotechnical Report by IGES
 - b. Traffic Study Analysis by Hales Engineering
 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.



- c. Change Orders.
 - d. Field Orders.
 - e. Warranty Bond, if any.
- B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 7.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 Contractor's Representations

- A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
- 1. Contractor has examined and reasonably studied the Contract Documents, including Addenda.
 - 2. Contractor has visited the Site, conducted a reasonable visual examination of the Site and adjacent areas, and become generally familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - 3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - 4. Contractor has reasonably studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
 - 6. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
 - 7. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.



8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor. Notwithstanding the foregoing, Contractor shall not be responsible for any conditions at the site of the Work, or omissions, ambiguities, or conflicts in the Contract Documents, which Contractor can show that it could not have discovered in the exercise of reasonable care prior to submission of its bid and/or execution of the Agreement.
10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 *Contractor's Certifications*

- A. Contractor certifies that, to the best of its knowledge, it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.



IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on 4-11-22 (which is the Effective Date of the Contract).

Owner:

Clearfield City
(typed or printed name of organization)

By: [Signature]
(individual's signature)

Date: 4-20-22
(date signed)

Name: Mark R. Shepherd
(typed or printed)

Title: Mayor
(typed or printed)

Attest: Nancy R. Dean
(individual's signature)

Title: City Recorder
(typed or printed)

Address for giving notices:
55 South State Street
Clearfield UT 84015
Attn- City Recorder

Designated Representative:
Name: _____
(typed or printed)

Title: _____
(typed or printed)

Address: _____

Phone: _____

Email: _____

Contractor:

Geneva Rock Products, Inc.
(typed or printed name of organization)

By: [Signature]
(individual's signature)

Date: 4-11-22
(date signed)

Name: Ryan Dalling
(typed or printed)

Title: Vice President
(typed or printed)

(If [Type of Entity] is a corporation, a partnership, or a joint venture, attach evidence

Attest: [Signature]
(individual's signature)

Title: Project Administrator
(typed or printed)

Address for giving notices:
302 W. 5400 S.
Suite 201
Murray, UT 84107

Designated Representative:
Name: Ryan Rikala
(typed or printed)

Title: Project Manager
(typed or printed)

Address: _____

302 W. 5400 S.
Suite 201
Murray, UT 84107

Phone: 801-281-7900

Email: rrikala@genevarock.com

License No.: 229696-5501
(where applicable)

State: Utah

(If [Type of Entity] is a corporation, attach



**GENEVA ROCK PRODUCTS, INC.
SECRETARY'S CERTIFICATE**

The undersigned, Brandon Hale, hereby certifies that he is the duly elected and acting Secretary of Geneva Rock Products, Inc., a Utah corporation (the "**Company**"), and that, as such, he is duly authorized to execute and deliver this Secretary's Certificate on behalf of the Company. He hereby further certifies that the Company has authorized Ryan Dalling to execute documents associated with the submission of bids by the Company and entering contracts resulting from the award of any such bids. This authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof.

IN WITNESS WHEREOF, the undersigned has executed this Secretary's Certificate on behalf of the Company as of this 28th day of March 2022.

Geneva Rock Products, Inc.

By: BAH
Name: **Brandon Hale**
Title: Secretary

Item Number	Description	Quantity	Unit	Unit Price	Bid Total
1.00	Mobilization				
1.01	Mobilization	1.00	LS	\$ 272,615.00	\$ 272,615.00
1.04	Silt Fence	1,100.00	LF	\$ 3.25	\$ 3,575.00
1.07	Concrete Washout	1.00	EA	\$ 10,710.00	\$ 10,710.00
		subtotal			\$ 286,900.00
2.00	Demolition and Site Preparation				
2.01	Demolition and Site Preparation	28.00	LS	\$ 3,067.82	\$ 85,898.96
2.02	Remove and dispose existing utilities on-site	1.00	LS	\$ 34,432.00	\$ 34,432.00
2.03	Site material (Cut) dispose of existing asphalt	4,935.00	CY	\$ 25.70	\$ 126,829.50
2.07	Remove and dispose house/structure	3.00	EA	\$ 16,525.00	\$ 49,575.00
		subtotal			\$ 296,735.46
3.00	UDOT State Street Signals				\$ -
3.04	UDOT Asphalt (sawcut remove and replace pavement	2,811.00	LF	\$ 69.15	\$ 194,380.65
3.04	UDOT Base Only Section	1,435.00	SY	\$ 30.14	\$ 43,250.90
3.05	Sawcut	1,800.00	SY	\$ 3.75	\$ 6,750.00
3.14	Traffic control	1.00	LS	\$ 18,930.00	\$ 18,930.00
		subtotal			\$ 263,311.55
4.00	Subdivision Roads				
	Temp Striping w/ Temp Barrier Relocation (CG101	1.00	LS	\$ 18,174.00	\$ 18,174.00
4.02	Medium duty asphalt (5 in asphalt, 8 in base co	13,400.00	SY	\$ 44.20	\$ 592,280.00
4.03	Light duty asphalt (4 in asphalt, 9 in base cou	6,812.00	SY	\$ 32.06	\$ 218,392.72
4.06	Concrete sidewalk (5 in OCC, 5 in base course)	56,225.00	SF	\$ 8.35	\$ 469,478.75
4.07	Striping	6,095.00	LF	\$ 0.35	\$ 2,133.25
4.08	Pavement paint (green)	412.00	SF	\$ 11.00	\$ 4,532.00
4.09	Pavement paint (arrow/marking)	12.00	EA	\$ 22.00	\$ 264.00
4.10	Signage	14.00	EA	\$ 750.00	\$ 10,500.00
4.11	2.5' Curb and gutter	9,710.00	LF	\$ 29.25	\$ 284,017.50
4.13	Drive approach	11.00	EA	\$ 7,200.00	\$ 79,200.00
4.14	Retaining wall (Keystone-see CP310)	400.00	SF	\$ 107.95	\$ 43,180.00
4.15	Site road grading	5.00	AC	\$ 14,960.00	\$ 74,800.00
4.17	ADA ramp	23.00	EA	\$ 4,260.00	\$ 97,980.00
		subtotal			\$ 1,894,932.22
5.00	Subdivision Utilities				
5.01	1" Water meter	10.00	EA	\$ 1,970.74	\$ 19,707.40
5.02	1" Water lateral	565.00	LF	\$ 54.45	\$ 30,764.25
5.03	2" Water meter	1.00	EA	\$ 10,025.00	\$ 10,025.00
5.04	2" Water lateral	32.00	LF	\$ 73.03	\$ 2,336.96
5.08	4" Water meter	1.00	EA	\$ 27,544.12	\$ 27,544.12
5.09	4" Water lateral	40.00	LF	\$ 65.61	\$ 2,624.40
5.10	4" Water valve	1.00	EA	\$ 1,737.65	\$ 1,737.65
	4" Waterline fittings	2.00	EA	\$ 2,020.00	\$ 4,040.00
5.13	6" Water line	142.00	LF	\$ 74.30	\$ 10,550.60
5.14	6" Water valve	7.00	EA	\$ 2,014.99	\$ 14,104.93
5.17	8" Water main	1,700.00	LF	\$ 79.94	\$ 135,898.00

5.18	8" Water valve	9.00	EA	\$	2,655.95	\$	23,903.55
5.19	8" Blowoff valve	4.00	EA	\$	4,499.68	\$	17,998.72
	8" Waterline fittings	11.00	EA	\$	2,445.00	\$	26,895.00
5.20	Fire hydrant assembly	7.00	EA	\$	8,907.41	\$	62,351.87
5.27	12" Waterline main	1,185.00	LF	\$	109.68	\$	129,970.80
5.28	12" Water valve	1.00	EA	\$	4,336.91	\$	4,336.91
5.29	12" Waterline fitting	10.00	EA	\$	2,992.00	\$	29,920.00
5.30	12" Reinforced concrete pipe	116.00	LF	\$	100.46	\$	11,653.36
5.31	15" Reinforced concrete pipe	556.00	LF	\$	101.28	\$	56,311.68
5.32	18" Reinforced concrete pipe	452.00	LF	\$	103.54	\$	46,800.08
5.33	24" Reinforced concrete pipe	604.00	LF	\$	134.62	\$	81,310.48
5.34	36" Reinforced concrete pipe	76.00	LF	\$	246.81	\$	18,757.56
5.35	4' Storm drain manhole (8.7' avg)	3.00	EA	\$	6,355.00	\$	19,065.00
5.37	6' Storm drain manhole (11.2' avg)	2.00	EA	\$	11,044.00	\$	22,088.00
5.39	1.5X4 Storm drain catch basin	10.00	EA	\$	5,799.14	\$	57,991.40
5.40	2x2 Storm drain catch basin (5.3' avg)	2.00	EA	\$	4,280.46	\$	8,560.92
5.41	3x3 Storm drain catch basin (3.82' avg)	2.00	EA	\$	5,717.89	\$	11,435.78
5.42	4X6 Storm drain combo box (6.0' avg)	5.00	EA	\$	9,663.52	\$	48,317.60
	Flared end section (15")	1.00	EA	\$	1,506.27	\$	1,506.27
	Flared end section (24 - 36")	3.00	EA	\$	2,214.88	\$	6,644.64
	Rip Rap Spillway w/ Geotextile	928.00	SF	\$	9.00	\$	8,352.00
	Clay	17.00	CY	\$	240.00	\$	4,080.00
5.46	4" Sewer later connection	9.00	EA	\$	465.50	\$	4,189.50
5.47	4" PVC Sewer	489.00	LF	\$	99.00	\$	48,411.00
	6" Sewer Lateral Connection	1.00	EA	\$	583.35	\$	583.35
5.48	6" PVC Sewer	44.00	LF	\$	81.00	\$	3,564.00
5.49	8" PVC Sewer	276.00	LF	\$	119.82	\$	33,070.32
5.51	12" PVC Sewer	12.00	LF	\$	139.45	\$	1,673.40
5.54	4' Sewer manhole (10.21' avg)	1.00	EA	\$	7,541.25	\$	7,541.25
	Relocate MH and Extend Pipe Depot & 1000 E.	1.00	EA	\$	12,216.81	\$	12,216.81
5.61	RMP & Comm switchgear vaults	9.00	EA	\$	29,092.52	\$	261,832.68
5.62	RMP & Comm sectionalizing cabinet fiberglass bo	6.00	EA	\$	8,444.94	\$	50,669.64
5.65	Street lights	125.00	EA	\$	12,986.00	\$	1,623,250.00
5.66	Connect new waterline to existing	2.00	EA	\$	3,180.00	\$	6,360.00
5.67	Connect new sewer main to existing	2.00	EA	\$	2,010.00	\$	4,020.00
5.68	Connect new storm drain to existing	2.00	EA	\$	2,170.00	\$	4,340.00
	subtotal					\$	3,019,306.88
6.00	Landscaping						
	Station Blvd						
	Irrigation System - Electrical	7.00	EA	\$	4,383.50	\$	30,684.50
	Park (Includes Park & Dryland Basins)						
6.22	12"x12" Truncated Dome Brick Pavers	127.00	SF	\$	81.00	\$	10,287.00
6.23	4"x12"x8 cm Brick Pavers at Intersection Bulb O	395.00	SF	\$	70.00	\$	27,650.00
6.24	6" Concrete Curb next to Pavers	28.00	LF	\$	24.00	\$	672.00
6.25	Concrete Sidewalk		SF				
6.26	Bike Rack	4.00	EA	\$	1,800.00	\$	7,200.00
6.27	6' Benches	10.00	EA	\$	3,760.00	\$	37,600.00

6.28	Trash and Recycling Bin	18.00	EA	\$ 2,360.00	\$ 42,480.00
6.29	Drinking Fountain (Owner Provided)	1.00	EA	\$ 540.00	\$ 540.00
6.30	Entry Monument Sign	1.00	EA	\$ 15,120.00	\$ 15,120.00
6.31	Pavilion 25' x 15' (A, B, C and D)	4.00	EA	\$ 40,920.00	\$ 163,680.00
6.32	Concrete Pad for Pavilions (4 total)	1,420.00	SF	\$ 160.00	\$ 227,200.00
6.33	Restroom (Denali CXT)	1.00	EA	\$ 5,990.00	\$ 5,990.00
6.34	Playground Structure	1.00	LS	\$ 66,010.00	\$ 66,010.00
6.35	Rubber Tile Fall Surface	1.00	LS	\$ 84,230.00	\$ 84,230.00
6.36	Turf Sod	102,051.00	SF	\$ 0.80	\$ 81,640.80
6.37	Trees 2" caliper, ball and burlap	61.00	EA	\$ 650.00	\$ 39,650.00
	Trees - Evergreen ball and burlap	33.00	EA	\$ 780.00	\$ 25,740.00
6.38	Shrubs 5 gallon	135.00	EA	\$ 56.00	\$ 7,560.00
6.39	Ornamental grass	52.00	EA	\$ 30.00	\$ 1,560.00
6.40	Rock Mulch - Park Strip Planting (2" rock-mulch)	19,390.00	SF	\$ 2.50	\$ 48,475.00
6.41	Topsoil - Sod 6"	1,890.00	CY	\$ 60.00	\$ 113,400.00
6.42	Topsoil - Plant Bed 12"	718.00	CY	\$ 60.00	\$ 43,080.00
6.43	Irrigation System - Plant Beds	19,390.00	SF	\$ 3.25	\$ 63,017.50
6.44	Irrigation System - Turf Sod	102,051.00	SF	\$ 3.25	\$ 331,665.75
	Dryland Basins				
6.45	Basin North of Depot St. - Dryland Seed	16,412.00	SF	\$ 0.20	\$ 3,282.40
6.45A	Basin North of Depot St. - Topsoil	333.00	SF	\$ 60.00	\$ 19,980.00
6.46	Basin North of Depot St. - Trees	30.00	EA	\$ 650.00	\$ 19,500.00
6.47	Basin North of Depot St. - Boulders	66.00	EA	\$ 170.00	\$ 11,220.00
6.48	Basin North of Depot St. - 3" cobble-rock 6" de	5,487.00	SF	\$ 3.50	\$ 19,204.50
6.49	Irrigation - Basin North of Depot St. - Dryland	16,412.00	SF	\$ 3.25	\$ 53,339.00
6.50	Irrigation - Basin North of Depot St. - Trees (30.00	EA	\$ 300.00	\$ 9,000.00
6.51	Basin Southwest of Depot St. - Dryland Seed	36,020.00	SF	\$ 0.20	\$ 7,204.00
6.49A	Basin Southwest of Depot St. - Topsoil	709.00	SF	\$ 60.00	\$ 42,540.00
6.52	Basin Southwest of Depot St. - Trees	50.00	EA	\$ 650.00	\$ 32,500.00
6.53	Basin Southwest of Depot St. - Boulders	118.00	EA	\$ 170.00	\$ 20,060.00
6.54	Basin Southwest of Depot St. - 3" cobble-rock 6	15,290.00	SF	\$ 3.50	\$ 53,515.00
6.55	Irrigation - Basin Southwest of Depot St. - Dry	36,020.00	SF	\$ 3.25	\$ 117,065.00
6.56	Irrigation - Basin Southwest of Depot St. - Tre	50.00	EA	\$ 300.00	\$ 15,000.00
6.57	Basin South of Depot St. - Dryland Seed	6,169.00	SF	\$ 0.20	\$ 1,233.80
6.49A	Basin South of Depot St. - Topsoil	125.00	SF	\$ 60.00	\$ 7,500.00
6.58	Basin South of Depot St. - Trees (Add Bubblers	13.00	EA	\$ 650.00	\$ 8,450.00
6.59	Basin South of Depot St. - Boulders	10.00	EA	\$ 170.00	\$ 1,700.00
6.60	Basin South of Depot St. - 3" cobble-rock 6" de	516.00	SF	\$ 3.50	\$ 1,806.00
6.61	Irrigation - Basin South of Depot St. - Dryland	6,169.00	SF	\$ 3.25	\$ 20,049.25
6.62	Irrigation - Basin South of Depot St. - Trees (13.00	EA	\$ 300.00	\$ 3,900.00
6.63	Retention Basin - Turf Sod (Between Boxcar and	37,838.00	SF	\$ 0.80	\$ 30,270.40
6.64	Retention Basin - Topsoil (Between Boxcar and W	701.00	CY	\$ 60.00	\$ 42,060.00
6.65	Dryland Seed (Corner of State St. and 1450 St.)	10,801.00	SF	\$ 0.20	\$ 2,160.20
6.66	Repair Sod at Adjacent Property south of 1450 S	3,776.00	SF	\$ 1.75	\$ 6,608.00
	Park Strip				
6.100	Trees	203.00	EA	\$ 650.00	\$ 131,950.00
6.101	Shrubs	2,927.00	EA	\$ 56.00	\$ 163,912.00

6.102	Ornamental Grasses	256.00	EA	\$ 30.00	\$ 7,680.00
6.103	Topsoil - Bed 12"	2,528.00	CY	\$ 60.00	\$ 151,680.00
6.104	Rock Mulch - 2" rock-mulch 3" depth	68,740.00	SF	\$ 2.50	\$ 171,850.00
6.105	Boulders	93.00	EA	\$ 170.00	\$ 15,810.00
6.106	Irrigation - Drip	68,740.00	SF	\$ 3.25	\$ 223,405.00
	subtotal				\$ 2,890,567.10
6.126	Additional Import	8,653.60	CY	\$ 36.00	\$ 311,529.60
6.127	Additional Cut/Embank	15,417.00	CY	\$ 13.44	\$ 207,204.48
	subtotal				\$ 518,734.08
	Total Phase 2 Pricing				\$ 9,170,487.29



STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Nancy R. Dean, City Recorder

MEETING DATE: May 9, 2023

SUBJECT: CONSIDER APPROVAL OF RESOLUTION 2023R-04 APPROVING THE POLLING LOCATION AND VOTE CENTERS FOR THE MUNICIPAL ELECTIONS ON AUGUST 15, 2023 AND NOVEMBER 7, 2023

RECOMMENDED ACTION

Approve Resolution 2023R-04 approving the polling location and vote centers for the Municipal Elections on August 15, 2023 and November 7, 2023, and authorize the Mayor's signature to any necessary documents.

DESCRIPTION / BACKGROUND

The City will be holding municipal elections for three city council positions this year. Utah Code Annotated § 20A-5-403 and § 20A-3a-703 requires the election officer to designate the polling location and vote centers at least 90 days prior to an election with the governing bodies approval. Davis County desires to be consistent in identifying polling locations and vote centers each year so there will be less voter confusion.

CORRESPONDING POLICY PRIORITIES

- Providing Quality Municipal Services

HEDGEHOG SCORE

Required by State Law so there is no hedgehog analysis.

FISCAL IMPACT

n/a

ALTERNATIVES

n/a



SCHEDULE / TIME CONSTRAINTS

Required to be designated by May 17, 2023.

LIST OF ATTACHMENTS

- Resolution 2023R-04 Approving the Polling Locations and Vote Centers for the 2023 Municipal Elections
- Resolution 2023R-04 Exhibit A Election Approval Letter

CLEARFIELD CITY RESOLUTION 2023R-04

A RESOLUTION APPROVING THE POLLING LOCATION AND VOTE CENTERS FOR THE MUNICIPAL ELECTIONS ON AUGUST 15, 2023 AND NOVEMBER 7, 2023

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

WHEREAS, State Law allows the City to provide vote centers on those election days, August 15, 2023 and November 7, 2023, for registered voters who choose to vote in person; and,

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

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

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

Passed and adopted by the City Council at its regular meeting on May 9, 2023.

ATTEST

CLEARFIELD CITY CORPORATION

Nancy R. Dean, City Recorder

Mark R. Shepherd, Mayor

VOTE OF THE COUNCIL

AYE:

NAY:



County Clerk

Davis County Administration Building - P.O. Box 618 - Farmington Utah 84025
Telephone: (801) 451-3213 – Fax: (801) 451-3421

Brian McKenzie, CERA
Clerk

Approval of 2023 Polling Location and Vote Centers

In accordance with 20A-5-403 the following has been designated a polling place for the 2023 Municipal Primary and General Elections for Clearfield City and is established as a common polling place for all voting precincts within this city in accordance with 20A-5-303.

Clearfield Library, 1 North Main Street, Clearfield

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

Bountiful Library	725 South Main Street, Bountiful
Centerville Library	45 South 400 West, Centerville
Clearfield Library	1 North Main Street, Clearfield
Clinton Recreation Center	1651 West 2300 North, Clinton
Farmington Community Center	120 South Main Street, Farmington
Kaysville Library	215 North Fairfield Road, Kaysville
Davis Conference Center	1651 North 700 West, Layton
North Salt Lake City Hall	10 East Center Street, North Salt Lake
South Weber Family Activity Center	1181 Lester Drive, South Weber
Sunset City Hall	200 West 1300 North, Sunset
Syracuse Library	1875 South 2000 West, Syracuse
West Bountiful City Hall	550 North 800 West, West Bountiful
West Point City Hall	3200 West 300 North, West Point
Woods Cross City Hall	1555 South 800 West, Woods Cross



STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Allison Barnes, CDBG Coordinator

MEETING DATE: April 25, 2023

SUBJECT: Review for Adoption of the 2023-2024 CDBG Annual Action Plan

RECOMMENDED ACTION


Approve 2023-2024 CDBG Annual Action Plan to be submitted to HUD.

DESCRIPTION / BACKGROUND

Attached is a copy of the 2023-2024 Community Development Block Grant (CDBG) Annual Action Plan for review and discussion by the City Council. As required, the mandatory 30-day comment period was noticed and began on March 14, 2023. Citizens will be given the opportunity to review the Annual Action Plan at the Customer Service Center from March 14, 2023, until April 25, 2023.

Clearfield City expects to receive approximately **\$193,341** in Community Development Block Grant (CDBG) funds for July 1, 2023, to June 30, 2024, funding cycle. The committee recommends the following allocations:

- **Open Doors - \$9,667.05** The funds will help staff wages and food services for the Circles Program. This program will help those who are low-income families obtain job skills and are out of poverty.
- **Davis Community Learning Center - \$9,667.05** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS works directly with school principals and families in need or crisis to address needs and provide assistance.
- **Safe Harbor - \$9,667.05** Case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies.
- **Purchase Vacant Lot - \$125,671.65** Funds will be used towards the purchase of a vacant lot within a low-income neighborhood to be donated to an organization that will improve an unimproved lot by building a new home, increasing the value of the surrounding homes within the low-income neighborhood, and that will be sold at an affordable rate to a low-income qualifying family.

- 
- **Administration - \$38,668.20** Administrative expenses to oversee the CDBG program at Clearfield City and notices.

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

CORRESPONDING POLICY PRIORITIES

- Providing Quality Municipal Services

FISCAL IMPACT

The proposed allocations are based on funding granted by the United States Department of Housing and Urban Development. No local funds are required to provide the assistance.

ALTERNATIVES

No alternatives are being presented at this time.

SCHEDULE / TIME CONSTRAINTS

The 30-day public comment period was opened on March 14, 2023 and concludes on April 25, 2023. As of the date of this report, no public comments have been received regarding this action plan.

LIST OF ATTACHMENTS

- 2023-2024 CDBG Annual Action Plan

CDBG
ANNUAL
ACTION PLAN



2023-2024

Executive Summary

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

1. Introduction

Clearfield City expects to receive approximately **\$193,341** in Community Development Block Grant (CDBG) funds for the **July 1, 2023, to June 30, 2024**, funding cycle. This is \$9,316.00 less in CDBG funds than Clearfield City received from the last funding cycle. No other federal, state, or county funds are anticipated. Over the next year CDBG funds will be utilized as follows:

- **Open Doors - \$9,667.05**- The funds will help staff wages and food services for the Circles Program. This program will help those who are low-income families obtain job skills and are out of poverty.
- **Davis Community Learning Center - \$9,667.05**- The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS works directly with school principals and families in need or crisis to address needs and provide assistance.
- **Safe Harbor - \$9,667.05**- Case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies.
- **Purchase Vacant Lot - \$125,671.65**- Funds will be used towards the purchase of a vacant lot to be donated to an organization to build a new home for a low-income qualifying family.
- **Administration - \$38,668.20**- Administrative expenses to oversee the CDBG program at Clearfield City and notices.

2. Summarize the objectives and outcomes identified in the Plan

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

Consolidated Plan Priority Needs:

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

3. Evaluation of past performance

Each year, Clearfield City reports its progress in meeting the five-year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The most recent CAPER was for the 2022-2023 program year which was part of the 2020 Consolidated Plan. The CAPER is submitted to HUD

within 90 days after the start of each new program year. At that time, HUD reviews the CAPER report and feedback is provided. The most recent feedback provided as the 2020 Annual Community Assessment indicated "the activities undertaken are consistent with Clearfield's HUD-approved Consolidated plan, and Clearfield City continues to make progress in meeting its housing and community development goals."

4. Summary of Citizen Participation Process and consultation process

Clearfield City has adopted a Citizen Participation Plan that is implemented in conjunction with the One Year Action Plan. The Citizen Participation Plan is designed to provide for public input into the allotment of CDBG funds granted to Clearfield City. Notice of the public hearing is published in the Ogden Standard-Examiner, which is the local newspaper. Anyone can freely attend the public hearing and give comments on the One Year Action Plan. The required 30 public comment period was held from March 14, 2023, until the public hearing with the City Council on April 25, 2023. The City Council reviewed the final draft of the One Year Action Plan for approval and adoption on April 25, 2023.

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

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

5. Summary of public comments

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

30-day comment period from March 14, 2023, to April 25, 2023:

- None

Public hearing held on March 14, 2023:

- None

Public hearing held on April 25, 2023:

- None

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

Comments received are listed above.

7. Summary

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

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	Allison Barnes	Legal Department

Table 1 – Responsible Agencies

Narrative

The City of Clearfield's Legal Department is the lead agency for preparing and administering the Consolidated Plan, One Year Action Plans, and Consolidated Annual Performance Evaluation Reports (CAPER).

Consolidated Plan Public Contact Information

Clearfield City Corporation
Legal Department
55 South State Street
Clearfield, Utah 84015
Telephone: (801)525-2772
Email: Allison.barnes@clearfieldcity.org

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

1. Introduction

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

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

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

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

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

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

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

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and

activities assisted by ESG funds, and develop funding, policies, and procedures for the operation and administration of HMIS

Clearfield City does not allocate ESG funds, develop performance standards and evaluate outcomes, or develop funding, policies and procedures for the administration of HMIS.

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

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

Refer to table 2 below.

Table 2 – Agencies, groups, organizations who participated:

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

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

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

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Discussed with Clearfield City of Clearfield's Victims' Services team the available resources and support that is available through Clearfield City police, and local non-profits for families experiencing domestic violence. The City of Clearfield provided information on the need for broadband buildout in the community and the planned buildout of Utopia Fiber. Clearfield City also provided documents on the planning for natural disasters and flood-prone areas.
7	Agency/Group/Organization	Archway Youth Services
	Agency/Group/Organization Type	Services-Children Child Welfare Agency Publicly Funded Institution/System of Care Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Discussed with Archway Youth Services the resources that are available to families and children who are in crisis. Archway Youth Services is a part of Utah Department of Human Services, Juvenile Justice Services. Services provided include detention, long-term secure care, case management, and day skills intervention.
8	Agency/Group/Organization	DAVIS BEHAVIORAL HEALTH
	Agency/Group/Organization Type	Health Agency Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Davis Behavioral Health began in 1972 as a Davis County mental health agency and later incorporated as a 501(c)(3) non-profit. Davis Behavioral Health provides mental and behavioral health assistance to roughly 10,000 deserving individuals who have the courage to seek help.
9	Agency/Group/Organization	Open Doors
	Agency/Group/Organization Type	Services-Children Services-Health Services-Education Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

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

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

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Utah Balance of State, Continuum of Care	State of Utah Strategic Plan on Homelessness (updated 2020). The goals of the Strategic Plan on Homelessness are (1) To make homelessness rare (2) To make homelessness brief (3) To make homelessness non-recurring (4) Collaboratively (5) To address homelessness in all of Utah. The City of Clearfield's Consolidated Plan goals aligns with these goals. Clearfield City is working with Safe Harbor Crisis Center to help support domestic violence survivors and to ensure that they have access to permanent housing. Clearfield City works collaboratively with the cities in the region and Davis County to help ensure that the economic development, transportation, and other initiatives are done in a concerted way to benefit all residents.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

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

Summarize citizen participation process and how it impacted goal-setting

One of Clearfield City's initial goals was to encourage broad participation to create a well-rounded priority needs and target area assessment, increase coordination among partners, leverage activities, expand upon existing efforts, increase citizen feedback, and seek feedback on the Consolidated Plan. To this end, the City of Clearfield encouraged and sought broad participation but especially encouraged participation from low and moderate-income persons, residents of slum and blighted areas, residents of predominantly low and moderate-income neighborhoods, minorities, non-English speaking persons, persons with disabilities, public housing residents, local and regional institutions, businesses, developers, nonprofit organizations, philanthropic organizations, and community or faith-based organizations

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

Clearfield City's largest minority population is made of Hispanic and/or Latino persons. To encourage participation from these minorities, the public hearing announcement was published in the newspaper in both Spanish and English. Efforts were made to make the Survey available in Spanish and resources for translators were made available at the public hearing.

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

Citizen Participation Outreach

See table 4 below.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	<ul style="list-style-type: none"> • Minorities • Non-English Speaking Specify other languages: Spanish • Persons with disabilities <p>Non-targeted/broad community</p>	Clearfield City held a public hearing in conjunction with the City's Council meeting on March 14, 2023. The intent of the hearing was to inform persons of the amount of federal assistance Clearfield City expects to receive and the range of activities the CDBG program can fund, and to provide a forum for residents, local officials, and others to contribute to the plan.	Comments can be found under section AP-05, number 5.	Clearfield City accepts and records all comments. No comments were received.	
2	Newspaper Ad	<ul style="list-style-type: none"> • Minorities • Non-English Speaking Specify other languages: Spanish • Persons with disabilities 	The public hearing was noticed in Clearfield City's newspaper of general circulation, the Ogden Standard-Examiner, Clearfield City's website, the City Hall building, the Freeport Center Post Office, and the Davis County Library - Clearfield branch. The notice was published in both English and Spanish to garner as much participation as possible from Clearfield City's largest minority group.	None	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Internet Outreach	<ul style="list-style-type: none"> • Minorities • Non-English Speaking Specify other languages: Spanish • Persons with disabilities <p>Non-targeted/broad community</p>	A notice of the hearing was posted on Clearfield City's website.	None	None	
4	Public Hearing	<ul style="list-style-type: none"> • Minorities • Non-English Speaking Specify other languages: Spanish • Persons with disabilities • Non-targeted/broad community 	A public hearing was held on April 25, 2023.	Comments can be found under section AP-05, number 5.	Clearfield City accepts and records all comments. No comments were received.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The following anticipated resources from the CDBG program will be available during the 2023-2024 program year.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$193,341	\$4,000	0	\$197,341	0	The annual allocation of funds granted for program year 2023-2024 is \$193,341. We have \$4,000 in program income for the program year. The total amount available for the AAP is \$193,341.

Table 5 - Expected Resources – Priority Table

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

Clearfield City has no additional resources to augment CDBG funds, except within the Public Services category. Each of the subrecipients that Clearfield City has partnered with provides additional private, state and local funds to complete their program goals.

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

The City will use \$125,671.65 of CDBG funding to purchase a vacant lot within the city. In turn, the City will partner with an agency, which will use the lot to build a single family home for a qualifying family.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Affordability	2020	2024	Affordable Housing	Citywide	Provide Decent Housing Create a Suitable Living Environment	CDBG: \$125,671.65	Homeowner Housing 1 Households Assisted
3	Public Services	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs	Citywide	Provide Decent Housing Create a Suitable Living Environment Expand Opportunities for LMI Persons	CDBG: \$29,924.55	Public service activities other than Low/Moderate Income Housing Benefit: 580 Persons
4	Administration	2020	2024	Program Administration	Citywide	Provide Decent Housing Create a Suitable Living Environment Expand Opportunities for LMI Persons	CDBG: \$39,899.40	Other: 1 Other

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Affordability
	Goal Description	<p>Clearfield City will continue to revitalize the community by helping to increase the availability of decent, affordable housing.</p> <p>Outcomes</p> <ul style="list-style-type: none"> The City will use \$125,671.65 to purchase a vacant lot in Clearfield. The City will then partner with an agency who will build a home for a low-income qualifying family.
3	Goal Name	Public Services
	Goal Description	<p>Clearfield City will continue to support the public services providers that provide a range of benefit to City residents that provide a wide range of benefits to City residents. Some of these services may include case management and supportive services to single, low-income persons; supporting the domestic violence shelter, and community learning.</p> <p>Outcomes</p> <ul style="list-style-type: none"> Open Doors – Circles Program anticipates assisting 80 individuals and families. Individuals and families will receive course training in job skills, financial literacy, etc. Davis Community Learning Center anticipates benefitting 400 people through the funding of two resource coordinators (family support specialists). The project will assist with the administrative expenses for providing ESL, GED Completion, parent involvement classes, citizenship, and computer classes. The support specialists also connect families with food and clothing resources for those families in need of help. Safe Harbor anticipates providing services to 100 persons and families experiencing domestic violence.
4	Goal Name	Administration
	Goal Description	<ul style="list-style-type: none"> Program administration may include planning, general program administration, indirect costs, public information, fair housing activities, submission of applications for Federal Programs, CDBG funding of administrative costs, and other eligible expenses under program administration.

Table 3 – Goal Descriptions

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

AP-35 Projects – 91.220(d)

Introduction

The following projects will be funded in 2023 using CDBG dollars:

- **Open Doors - \$9,667.05-** The funds will help staff wages and food services for the Circles Program. This program will help those who are low-income families obtain job skills and are out of poverty.
- **Davis Community Learning Center - \$9,667.05-** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS works directly with school principals and families in need or crisis to address needs and provide assistance.
- **Safe Harbor - \$9,667.05-** Case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies.
- **Purchase Vacant Lot - \$125,671.65-** Funds will be used towards the purchase of a vacant lot to be donated to an organization to build a new home for a low-income qualifying family.
- **Administration - \$38,668.20-** Administrative expenses to oversee the CDBG program at Clearfield City and notices.

#	Project
1	Open Doors Circles Program
2	Davis Community Learning Center
3	Safe Harbor
4	Purchase Vacant Lot
5	Administration

Table 3 – Project Information

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

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

Projects

AP-38 Projects Summary

Project Summary Information

Table 6 – Project Summary

1	Project Name	Open Doors Circles Peer Mentoring
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$9,667.05
	Description	Open Doors Circles Program aids low-income individuals to carry out community economic development through job training and teaching job retention skills. The Circles Program supports low-income families and individuals with the relationship, confidence, and knowledge required to reach financial stability. The program connects community members with low-income families and individuals on their journey out of poverty. This is done by providing classes: teaching job skills, financial literacy, and how to survive not utilizing social services.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	The program intends to provide support for 80 individuals and families. A new group of 20 individuals begins every three months.
	Location Description	525 East 200 South and 1360 East 1450 South, Clearfield, Utah
	Planned Activities	Individuals/families will be assisted by receiving course training in job skills, financial literacy, etc.
2	Project Name	Davis Community Learning Center
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Job Creation and Retention Public Services Case Management and Supportive Services
	Funding	CDBG: \$9,667.05

	Description	The Davis Community Learning Center project will fund the salaries of two volunteer and resource coordinators at Wasatch and Holt Elementary schools, both Title 1 schools. The project will assist with the administrative expenses to offer ESL, GED completion, parent involvement classes, citizenship, and computer classes. - (05 Public Services General)
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	The Davis Community Learning Center expects to assist 400 people through this program.
	Location Description	Holt and Wasatch Elementary Schools
	Planned Activities	The project will fund two resource coordinators, one at Holt Elementary School and one at Wasatch Elementary School. Schools are Title 1 schools, Holt elementary is a "focus" school that struggles academically and was the lowest performing elementary school in the district in FY2013. The coordinators will work to support the families in crisis and increase volunteerism. They will connect families in need or crisis with various resources in the community and then follow-up with the clients to ensure they receive the right services. They will work closely with the school principals to identify the needs of the families. They will provide the following services to low-income students and families: tutoring, assisting with after-school programs, tutoring English as a second language, Sub for Santa program, collection and distribution of coats, backpacks, school supplies, shoes, etc.
3	Project Name	Safe Harbor
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$9,667.05
	Description	The Safe Harbor project will provide funds that will allow for case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies to victims of domestic violence. - (05G Battered and Abused Spouses)
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	Safe Harbor expects to assist 100 persons during the program year.
	Location Description	Crisis Center, 660 West Mutton Hollow Road, Kaysville, Utah
	Planned Activities	Safe Harbor will use the CDBG funds to offer support services, shelter, intervention, and education to victims of domestic violence. The Center's clients will have access to the following services: protective shelter, case management, psycho-educational groups, 24-hour crisis services, safety planning, outreach services, children's services, food, clothing, and all other services that the Center offers designed to assist in ending the cycle of domestic violence.
4	Project Name	Purchase Vacant Lot
	Target Area	
	Goals Supported	Housing Affordability
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$125,671.65
	Description	The City will use \$125,671.65 to purchase a vacant lot in Clearfield. The City will then partner with an agency who will build a home for a low-income qualifying family.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Clearfield City expects to serve 1 household through this program.
	Location Description	Clearfield City
	Planned Activities	The City will use funds to purchase a vacant lot. The City will then partner with an agency who will build a home for a low-income qualifying family.
5	Project Name	CDBG Administration
	Target Area	
	Goals Supported	Planning/Administration of CDBG Program
	Needs Addressed	Affordable Housing - Extremely and Very Low Income
	Funding	CDBG: \$38,668.20
	Description	Clearfield City will use CDBG funds to cover the planning and administrative expenses related to administering the CDBG program.

Target Date	6/30/2024
Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	N/A
Planned Activities	CDBG Administration

AP-50 Geographic Distribution – 91.220(f)

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

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

Geographic Distribution

Target Area	Percentage of Funds
n/a	n/a

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

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

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

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

One Year Goals for the Number of Households to be Supported	
Homeless	100
Non-Homeless	0
Special-Needs	0
Total	100

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	1
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	1

Table 7 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

Clearfield City does not have action items planned in 2023 to address public housing needs.

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

Not applicable.

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

Not applicable.

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

Not applicable.

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

Introduction

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

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

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

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

The homeless person Point in Time Count, which was completed in January 2021, shows the total headcount as 57, during 2020 the total headcount was 82 and in 2019 it was 61. Over the next year, City staff may coordinate services with the Balance of State Continuum of Care and Davis County Local Homeless Coordinating Council to identify and assess the individual needs of unsheltered homeless persons in the Clearfield.

Addressing the emergency shelter and transitional housing needs of homeless persons

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

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

Clearfield City partners, Safe Harbor, Open Doors, etc. provide efficient services resources, and referrals to assist homeless persons to make the transition to permanent housing and independent living. Clearfield City will continue its efforts with victim advocacy and housing advocacy to help prevent homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-

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

Clearfield City will continue to consult and coordinate with the Balance of State Continuum of Care, Davis County Local Homeless Coordinating Council, Safe Harbor, Davis Mental Health, County School District and Sheriff's Office, and Davis Community Housing Authority to continue with assisting homeless persons to make the transition to permanent housing and independent living. Though Clearfield City continually works with these organizations, Clearfield City does not plan to allocate 2023 funding toward this activity.

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

Introduction

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

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

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

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

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

The City Council has adopted or modified several ordinances to encourage moderate income housing. The single most important modification has been the addition of Form Based Code's zones which allow for higher density housing along the transportation corridors and other larger project-based developments. Clearfield City is considering an accessory dwelling unit code to allow for more dwelling units throughout Clearfield in single family residentially zoned areas. Clearfield currently provides tax dollars to incentivize diverse housing types, which in turn increases affordability options for a larger

range of people. One unique characteristic to Clearfield City is a lack of market-rate multi-family developments. One of the recently completed projects known as City Centre, is a market rate development that is for rent. As of the end of July 2018, the development has an occupancy rate of ninety-eight percent (98%). Clearfield City has several other projects that are under constructions or will be constructed in the next 12-18 months that are rental products at market rates. With the addition of market-rate and affordable housing projects under construction, Clearfield will provide a variety of housing options, including townhomes, apartments, and condominiums. Clearfield City collaborated for the construction of a single-family home with Have a Heart, a nonprofit foundation for the benefit of a single low-moderate income family. Clearfield City's current zoning includes several zones to encourage a mixture of uses without residential density limits or height restrictions. Since 2014, Clearfield City has permitted and/or approved over 750 multi-family units, including 1, 2, and 3-bedroom apartments, condos, and townhomes. These units are all located within walking distance to major transit corridors (bus lines). Clearfield City staff continues to promote commercial development to serve these residential areas as well. Clearfield City has targeted the two (2) underserved census tracts for reinvestment activities such as rehabilitation and, as necessary, demolition of vacant housing and the construction of replacement housing. These areas are located along SR-126 (State/Main) that run through the heart of the Clearfield City.

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

Discussion:

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

AP-85 Other Actions – 91.220(k)

Introduction

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

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

Actions planned to address obstacles to meeting underserved needs

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

Clearfield Moderate Income Housing Plan

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

Clearfield City has identified a list of identified programs or policies identified as “potential housing tools” which may be useful for future development of housing within Clearfield.

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

Density Bonus - Density bonus programs can be a resource used by developers to leverage additional density than current zoning ordinances allow, they are also commonly used to complement the use of

(LIHTC) low-income housing tax credits. A density bonus can provide an increase in the number of dwelling units per acre, overall height, or floor area ratio with the goal of more units being built on a single parcel. Density programs can allow for a percentage of increase in baseline permitted density in exchange for affordable housing units (implements Goal #1-3).

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

Actions planned to foster and maintain affordable housing

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

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

Good Landlord Program - Clearfield City began this program in 2008. All landlords are required to obtain a rental license for their residential properties. They can choose to join the Good Landlord Program, but it is not mandatory. However, there are some benefits to joining such as: reduced licensing fee, and notification of police calls to their rentals. In addition, they must attend a Good Landlord training class every two years as well as review a training presentation online. If they choose to join the program, they must submit a signed Good Landlord Program Agreement.

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

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

Down Payment Assistance - This program is administered by Davis Community Housing Authority, a

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

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

Actions planned to reduce lead-based paint hazards

For CDBG-funded activities, Clearfield City will continue to follow the lead testing protocol as required. Clearfield City has a significant portion of its housing stock that was built prior to 1978, so lead will continue to be an issue for home renovation projects. Clearfield City will provide lead informational handouts and will continue to support information dissemination to the community.

Actions planned to reduce the number of poverty-level families

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

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

Actions planned to develop institutional structure

Clearfield City is committed to continuing its education and understanding of HUD CDBG program funding. Clearfield City will continue to work with community stakeholders, area non-profits, residents, and City Council to ensure that funds are utilized in an efficient and effective manner. When reasonable, Clearfield City will send staff to trainings and participate in webinars. Clearfield City will continue to update and receive feedback from the City Council on the status of projects and the

progress of meeting program goals. Institutional transparency and communication with the community are a top priority for all City projects. Clearfield City staff will continue evaluating and improving programs to ensure the needs of the community are being met with the available funding and resources.

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

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

Program Specific Requirements

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

Introduction

Clearfield City plans to do the following actions in 2023:

- Clearfield City plans to prevent homelessness by assisting 100 persons fleeing domestic violence by funding the Safe Harbor program's shelter and shelter services.
- Clearfield City staff will connect and coordinate services with the Balance of State Continuum of Care and Davis County Local Homeless Coordinating Council to identify and assess the individual needs of unsheltered homeless persons in Clearfield City.
- Clearfield City will fund the only domestic and sexual violence service provider, Safe Harbor/Davis Citizens' Coalition Against Violence. The project will allow Safe Harbor to offer a protective shelter, case management, psycho-educational groups, crisis services, safety planning, outreach services, children's services, food, clothing, and other necessary services designed to assist this vulnerable population.
- Clearfield City will work with the Davis Community Housing Authority to continue to assist homeless persons to make the transition to permanent housing and independent living. Though Clearfield City continually works with service providers, Clearfield City does not plan to allocate 2023 funding toward this activity.
- Clearfield City will continue to consult and coordinate with the Balance of State Continuum of Care, Davis County Local Homeless Coordinating Council, Safe Harbor, Davis Mental Health, County School District and Sheriff's Office, and Davis Community Housing Authority to continue to assist homeless persons to make the transition to permanent housing and independent living. Though Clearfield City continually works with these organizations, Clearfield City does not plan to allocate 2023 funding toward this activity.

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

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$4,000.00
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	\$4,000.00

Other CDBG Requirements

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