



WEST HAVEN CITY
COUNCIL AGENDA

AMENDED

WEDNESDAY, JULY 05, 2023 6:00 PM
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

NOTICE IS HEREBY GIVEN THAT ON July 05, 2023 THE COUNCIL OF WEST HAVEN CITY WILL HOLD THE FOLLOWING PUBLIC MEETINGS: 5:00 PM: COUNCIL WORKSHOP 6:00 PM: REGULAR WEDNESDAY CITY COUNCIL MEETING. JOIN US DIGITALLY FOR THE WORK SESSION AND COUNCIL MEETING AT [HTTPS://US06WEB.ZOOM.US/J/81581435918](https://us06web.zoom.us/j/81581435918). WATCH LIVE AT [HTTPS://WWW.YOUTUBE.COM/CHANNEL/UCeeqNBTFZJWtGopHMCNCBA](https://www.youtube.com/channel/UCeeqNBTFZJWtGopHMCNCBA).

5:00 Council Workshop – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY CITY COUNCIL MEETING AGENDA ITEMS DISCUSSED DURING PRE-COUNCIL WORKSHOP - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: MAYOR VANDERWOOD

REPORTS AND DISCUSSION AS FOLLOWS:

1. DISCUSSION-COUNCIL UPDATES
2. DISCUSSION-PERSONNEL POLICY

6:00 PM REGULAR CITY COUNCIL MEETING

1. MEETING CALLED TO ORDER-MAYOR VANDERWOOD
2. OPENING CEREMONIES
 - A. PLEDGE OF ALLEGIANCE-COUNCILMEMBER DIXON
 - B. PRAYER/MOMENT OF SILENCE-COUNCILMEMBER CALL
3. PUBLIC PRESENTATION: Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that **IS NOT ON THE AGENDA** No action can or will be taken on any issue(s) presented.
4. UPCOMING EVENTS
Senior Lunch Bunch-July 26, 2023-11:30 AM
5. COUNCIL UPDATES

AGENDA ACTION ITEMS

6. ACTION ON CONSENT AGENDA
 - A. CITY COUNCIL MINUTES-MEETING HELD-JUNE 21, 2023
 - B. STAKER PARSON-\$216,879.69-INV.#213851-1
 - C. WEBER COUNTY SHERIFF-\$408,902.00-INV#46431
 - D. STOTZ EQUIPMENT-\$68,102.33-INV#28307302
 - E. **ADVANCED PAVING-\$93,300.00-INV#06012023**
7. ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)
 - A. ACTION ON ORDINANCE 13-2023-AMENDING THE STANDARDS FOR MIXED USE/MEDIUM/LOW DENSITY RESIDENTIAL, COMMERCIAL ZONE

8. DISCUSSION-RECREATION PROGRAM-NON RESIDENTS
9. BID AWARD-RIGHT OF WAY ACQUISITION SERVICES
10. DISCUSSION AND POSSIBLE ACTION-FLOCK CAMERA LOCATIONS
11. PRESENTATION-PURCHASING AUDIT-MATTHEW JENSEN
12. DISCUSSION AND POSSIBLE ACTION-FALL RODEO
13. EXECUTIVE SESSION-THE COUNCIL WILL ENTER INTO A CLOSED MEETING FOR THE PURPOSE OF A STRATEGY SESSION TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION AND THE CHARACTER AND PROFESSIONAL COMPETENCE OF AN INDIVIDUAL; TO BE HELD IN ACCORDANCE WITH THE PROVISIONS OF UTAH CODE 52-4-205
14. ADJOURNMENT

Emily Green

Emily Green, City Recorder

In compliance with the Americans with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the city recorder at 731-4519 or by email: emilyg@westhavencity.com at least 48 hours in advance of the meeting.

CERTIFICATE OF POSTING

The undersigned, duly appointed city recorder, does hereby certify that the above notice and agenda has been posted in the West Haven City Recorder's office; at the West Haven City Complex on the Notice Board and at westhavencity.com; emailed to the Standard-Examiner with a request that it be posted in their Wednesday night meeting section, mailed and emailed to the West Haven City Mayor and each West Haven City Council Member who has email capacity and to the city attorney



**WEST HAVEN CITY
COUNCIL MEETING MINUTES**

June 21, 2023 6:00 PM
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

5:00 Council Workshop – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY CITY COUNCIL MEETING AGENDA ITEMS DISCUSSED DURING PRE-COUNCIL WORKSHOP - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: MAYOR VANDERWOOD

REPORTS AND DISCUSSION AS FOLLOWS:

1. DISCUSSION-COUNCIL DISCUSSION

Councilmember Call asked if Planning Commission could be required to do roll call votes because it is hard to hear who voted when they attend on zoom. She also suggested changing the resolution and ordinance format to show the voting record on it.

Matthew Jensen said that could be brought up to Planning Commission.

Amy Hugie confirmed we could change ordinances and resolutions format to include the voting record.

2. DISCUSSION-POSSIBLE AMENDMENT TO PARK ORDINANCE-HOURS OF OPERATION-SECTION 93.16

Matthew Jensen went over the park ordinance specifically the hours sections.

Councilmember Saunders expressed some concern about changing the park hours.

Councilmember Dixon said that she wanted to work with the pickleball players.

Matthew Jensen suggested new signs, and to look into a cost proposal for sound proofing.

Councilmember Call suggested signs and putting a timer on the lights.

3. DISCUSSION-PERSONNEL POLICY

City Council went over changes to the draft of the personnel policy.

6:00 PM REGULAR CITY COUNCIL MEETING

1. MEETING CALLED TO ORDER-MAYOR VANDERWOOD

*The Council met at their regularly scheduled meeting held in the Council Chambers
Mayor Vanderwood brought the Meeting to order at 6:01 pm. and welcomed those in attendance.*

2. OPENING CEREMONIES

A. PLEDGE OF ALLEGIANCE-COUNCILMEMBER MORSE

B. PRAYER/MOMENT OF SILENCE-COUNCILMEMBER SAUNDERS

3. **PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that **IS NOT ON THE AGENDA** No action can or will be taken on any issue(s) presented.

No one came up at this time.

4. **UPCOMING EVENTS**

Senior Lunch Bunch-June 28, 2023-11:30 AM
West Haven Days-June 20-24, 2023

5. **COUNCIL UPDATES**

Councilmember Saunders said the Beautification Committee spruced up the area across from the rodeo grounds at R. Kenneth Baldwin County Park before West Haven Days and he really appreciated the work volunteers and staff put in.

Councilmember Dixon said she met with Mr. Watkins for the Historic Preservation Committee and he had some really great ideas to start with, like interviewing older residents about the city.

Councilmember Morse thanked the Events Committee for all their work on West Haven Days.

Councilmember Swapp asked about the General Plan booth.

Shari Phippen said she has been working with the firm and they will be available for two 3 hour time slots. She said that they developed a survey for residents to participate in. She said there will also be other opportunities for residents to give input.

*****AGENDA ACTION ITEMS*****

6. **ACTION ON CONSENT AGENDA**

A. CITY COUNCIL MINUTES-MEETING HELD-JUNE 7, 2023

B. MARRIOTT CONSTRUCTION-\$401,159.94-INV# 6823

Mayor Vanderwood noted that the bike ride should be removed from the discussion, corrected some grammatical errors on two other spots, as well as more explanation for the order on the Mixed Use ordinance draft on the June 7, 2023, minutes.

Carrie Call made a motion to approve. Nina Morse seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp

NAYS:

RECUSE:

7. **ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)**

A. ACTION ON A FINAL PLAT AMENDMENT FOR A SUBDIVISION LOCATED AT APPROXIMATELY 3580 S MIDLAND DRIVE (APPLICANT KG2519, LLC)

No one was present for this item.

Carrie Call made a motion Table. Nina Morse seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse,
Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

B. ACTION ON ORDINANCE 17-2023-REZONE FROM A-1 TO R-2-2828 W 1850 S AND 2844 W 1850 S-RICHARD WILLIAMS AND MATHEW SMITH

Rich Williams and Matt Smith presented.

Mr. Williams said they planned on the rezone to allow for both owner's children to build in the future. He said he feels that the property is unique and that this is an appropriate time to ask. He explained that both property owners paid jointly with the canal company to fix the area next to the canal.

Councilmember Call said this is not consistent with our general plan and is not in favor of it because of that.

Councilmember Morse said this goes against the general plan and is also not in favor of it.

Councilmember Saunders asked if there is R-2 in this area.

Shari Phippen said there are some properties in this subdivision but not right next to these lots.

Carrie Call made a motion to deny. Nina Morse seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse,
Councilmember Swapp
NAYS: Councilmember Dixon
RECUSE:

C. ACTION ON ORDINANCE 12-2023-AMENDING THE STANDARDS FOR SIGN REGULATION

Councilmember Morse expressed concern about removing the line that said on premise business signs must be 50% outside of business hours.

Councilmember Call agreed.

Councilmember Saunders said that outside of LED signs those that produce light are not very bright.

Councilmember Swapp suggested a night time limit that can be measured by a foot candle measurement device.

Shari Phippen said that could be added.

Councilmember Swapp asked about the distance you would measure that from.

Shari Phippen said from the property line.

Councilmember Saunders expressed concern about changeable copy because of LED signs.

Councilmember Dixon asked what the caps are on signs.

Shari Phippen said it is dependent on the size of the property and frontage.

Councilmember Saunders suggested splitting it by sign type.

Councilmember Swapp suggested taking out the 50% but putting a time limit on how often it can change and not allowing scrolling text.

Councilmember Saunders suggested 8 seconds because that is the national standard. He also suggested adding I-15 to the allowed areas for pole signs.

Shari Phippen said she could add that.

Councilmember Call asked about allowing neighborhoods signs at the entrance under monument signs.

Shari Phippen said she will add that.

Councilmember Saunders noticed a typo on the application process.

Shari Phippen went over the changes of defining on premise sign and cabinet sign, under 5F when it says the aggregate output of the lighting adding as measured at the property line, removing 50% in both areas, add I-15 into allowed areas for pole signs, changeable copy is changing from can't exceed 50% to can't change more frequently than every 8 seconds, clarifying that monument signs can be used for subdivision entrances, and correcting the two grammatical errors.

Carrie Call made a motion to adopt with the amendments as stated. **Kim Dixon** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse,
Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

D. ACTION ON A FINAL PLAT AMENDMENT FOR A SUBDIVISION LOCATED AT APPROXIMATELY 3580 S MIDLAND DRIVE (APPLICANT KG2519, LLC)

Mayor Vanderwood asked if Utah Department of Transportation is only allowing one entrance.

Shari Phippen said that there are two one on Hinckley and Midland.

Councilmember Call asked how parcel A will be maintained.

Joe Wright said that is the detention pond that will be maintained through easement.

Kim Dixon made a motion to adopt. **Nina Morse** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse,
Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

E. ACTION ON ORDINANCE 13-2023-AMENDING THE STANDARDS FOR MIXED USE/MEDIUM/LOW DENSITY RESIDENTIAL, COMMERCIAL ZONE

Councilmember Call asked why the title doesn't say high/medium/low because that is described in the ordinance.

Councilmember Dixon said that 157.310 C is should read at least one of the options listed for each element is required.

Mayor Vanderwood suggested changing the order of 157.310 C 1 ii to match the definitions listed in 157.310 B.

Councilmember Morse suggested taking out courtyard and expressed concern about plaza.

Councilmember Swapp suggested adding a percentage requirement for two or more of the following.

Councilmember Dixon agreed with taking out courtyard.

Councilmember Saunders asked for definitions for art facilities and others.

Shari Phippen confirmed she can add those.

Councilmember Swapp suggested adding no more than 80% residential. He also suggested changing it so amenities were on the perimeter and therefore publicly accessible. He said he would like it to not allow mixed use west of 1900 W.

Councilmember Morse suggested keeping verbiage for rentals west of 1900 W.

Matthew Jensen suggested changing #5 to shall not.

Councilmember Call suggested changing the minimum for driveways in the sight development standards to more than 20 feet.

Kim Dixon made a motion to approve. **Carrie Call** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

8. **ACTION ON RESOLUTION 30-2023-RESOLUTION AMENDING RESOLUTION 21-2023 TO ADOPT THE TENTATIVE 2023-2024 BUDGET**

Ryan Saunders made a motion to adopt. **Kim Dixon** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

9. **PUBLIC HEARING-FOR THE PURPOSE OF OPENING THE CURRENT 2022-2023 BUDGET TO MAKE CERTAIN ADJUSTMENTS TO AMEND**

Kim Dixon made a motion Enter into Public Hearing. **Ryan Swapp** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

Mayor Vanderwood invited the public up for comment.

No one came up at this time.

Kim Dixon made a motion Leave Public Hearing. **Ryan Swapp** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:

RECUSE:

10. **ACTION ON PUBLIC HEARING-ACTION ON ORDINANCE 15-2023-AMENDING CURRENT 2022-2023 CITY BUDGET**

Ryan Child went over the amendments.

Carrie Call made a motion to adopt. **Nina Morse** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp

NAYS:

RECUSE:

11. **PUBLIC HEARING-FOR THE PURPOSE OF RECEIVING PUBLIC INPUT ON THE PROPOSED 2023-2024 TENTATIVE BUDGET PRIOR TO FINAL ADOPTION**

Kim Dixon made a motion Enter into Public Hearing. **Ryan Saunders** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp

NAYS:

RECUSE:

Mayor Vanderwood invited the public up for comment.

Russell Galt suggested adding a beginning and ending balance to our budget, suggested changing our revenue source if we indeed want to slow growth because most of it is from building permits, thanked the council for the increase in public safety as the population has grown, would like to see continued development of the trail system, he said for long term planning the city may want to consider a modest property tax, and he believes wages are rather low.

Kim Dixon made a motion Leave Public Hearing. **Ryan Saunders** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp

NAYS:

RECUSE:

12. **ACTION ON PUBLIC HEARING-ACTION ON ORDINANCE 16-2023-ADOPTION OF 2023-2024 CITY BUDGET**

Matthew Jensen asked that \$84,488 be added to road impact fees for street improvements by the school.

Mayor Vanderwood asked why park rental fees are less than the previous year.

Matthew Jensen said that can be adjusted up.

Mayor Vanderwood expressed concern about non residents utilizing our recreation program and other city's not donating.

Councilmember Morse asked what the percentage of youth coming from other cities is.

Matthew Jensen said that we can get that percentage.

Councilmember Call suggested changing the elections budget because we are not holding a primary.

Councilmember Swapp is not in favor of adding a property tax.

Matthew Jensen said that it wasn't just a cost of living adjustment done for the wages. He said that we have hired a firm to look into salaries and total compensation to evaluate the process for merit raises.

Emily Green confirmed that reducing that budget by half would match the estimate given by the Weber County Elections contract.

Kim Dixon made a motion to amend the budget to remove the primary election fees for fiscal year 2023-2024 and add \$83,488 to the road impact fees.. **Ryan Saunders** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

Kim Dixon made a motion to adopt as amended. **Carrie Call** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

13. **ACTION ON RESOLUTION 27-2023-FRAUD RISK ASSESSMENT**

Ryan Saunders made a motion to adopt. **Nina Morse** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

14. **ACTION ON RESOLUTION 28-2023-INTERLOCAL AGREEMENT BETWEEN WEST HAVEN CITY AND WEBER COUNTY FOR USE OF SECURITY CAMERAS**

Carrie Call made a motion to adopt. **Ryan Swapp** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

15. **ACTION ON RESOLUTION 29-2023-LOCAL TRANSPORTATION FUNDING AGREEMENT BETWEEN WEST HAVEN CITY AND WEBER COUNTY-3300 S FROM 2700 W-3500 W**

Kim Dixon made a motion to adopt. **Nina Morse** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

16. **EXECUTIVE SESSION-THE COUNCIL WILL ENTER INTO A CLOSED MEETING FOR THE PURPOSE OF A STRATEGY SESSION TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION; TO BE HELD IN ACCORDANCE WITH THE PROVISIONS OF UTAH CODE 52-4-205**

Ryan Saunders made a motion Enter into Executive Session. **Nina Morse** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

Mayor Vanderwood said the executive session was used to discuss pending or reasonably imminent litigation.

Nina Morse made a motion Leave Executive Session. **Kim Dixon** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

17. **ADJOURNMENT**

Nina Morse made a motion to adjourn at 9:45 PM. **Kim Dixon** seconded the motion.

AYES: Councilmember Call, Councilmember Saunders, Councilmember Morse, Councilmember Dixon, Councilmember Swapp
NAYS:
RECUSE:

Emily Green

City Recorder

Date Approve: [

DRAFT

ORDINANCE NO. 13-2023

AN ORDINANCE OF WEST HAVEN CITY AMENDING THE STANDARDS MIXED USE/MEDIUM/LOW DENSITY RESIDENTIAL, COMMERCIAL ZONE; AND PROVIDING AN EFFECTIVE DATE FOR THESE CHANGES.

Section 1 – Recitals

WHEREAS, the City of West Haven (“City”) is a municipal corporation duly organized and existing under the laws of Utah; and

WHEREAS, the City Council finds that in conformance with UC §10-3-702, the governing body of the City may pass any ordinance to regulate, require, prohibit, govern, control or supervise any activity, business, conduct or condition authorized by the laws of the State of Utah or any other provision of law; and,

WHEREAS, West Haven City has adopted and promulgated city ordinances and rules regarding zoning and acceptable uses within those zones in the City; and

WHEREAS, the City Council finds that certain changes to the West Haven City Zoning Code in regards to amending the language for §157.310-315 should be made; and

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health and welfare is at issue in this matter and requires action by the City as noted above;

NOW THEREFORE, BE IT ORDAINED by the City Council of West Haven City, Utah that the following portions of the West Haven City Zoning Code be, and the same is, changed and amended to read as follows:

- a. **§ 157.310 through and including §157.315 - “Mixed Use/Medium/Low Density Residential, Commercial Zone” is amended as found in the attached Exhibit A.**

The forgoing Recitals are fully incorporated herein.

Section 2 – Prior Ordinances and Resolutions

That the above changes, where they may have been taken from prior City Ordinances and Resolutions, are listed here for centralization and convenience; and that the body and substance of those prior Ordinances and Resolutions, with their specific provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

Section 3 – Repealer of Conflicting Enactments

All orders, ordinances and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts thereof, which conflict with this Ordinance are, for such conflict, repealed, except that this repeal will not be construed to revive any act, order or resolution, or part.

Section 4 – Savings Clause

If any provision of this Ordinance be held or deemed invalid, inoperative or unenforceable, such will render no other provision or provisions invalid, inoperative or unenforceable to any extent whatsoever, this Ordinance being deemed the separate independent and severable act of the City Council of West Haven City.

Section 5 – Date of Effect

This Ordinance shall be effective as of the date of signing and after being published or posted as required by law.

DATED the 5th day of July, 2023

WEST HAVEN CITY

Rob Vanderwood
Mayor

ATTEST:

Emily Green, City Recorder

7-5-23 Council Draft

MIXED-USE ZONE

§ 157.310 PURPOSE; DEFINITION.

- A. The Mixed-Use Zone is characterized as a pedestrian-friendly Zone made up of developments which are required to contain two or more of the following elements: open space, residential, recreational, cultural/institutional, and/or commercial uses.
- B. Definitions: The below terms, as contained in this ordinance, shall have the following meaning(s):
- ~~1. Courtyard: Outdoor spaces which are located within or which are enclosed on three or four sides by a building or group of buildings.~~
 - 1. Community Center: A building designed to be a public gathering location where a variety of group activities, events, classes, social support services, and other public informational services can be found.
 - 2. Gross Project Size: the total acreage of the property under consideration for development, inclusive of all open space, parking areas, and rights of way (public and private).
 - 3. Library: A room, group of rooms, or a building containing collections of books, periodicals, films and other media for the public to read, borrow, or refer to.
 - ~~2.4.~~ Trail: An unpaved lane or small paved road (less than 16' wide) not intended for usage by motorized vehicles and which usually passes through a natural area or which surrounds publicly accessible parks and other open space.
 - ~~3.5.~~ Park: Large areas of land that feature grass, trees, and other landscape elements, arranged for both passive and active recreation purposes.
 - ~~4.6.~~ Plaza: A paved public space for citizens to gather for civic, commercial, or other reasons.
- C. Developers shall choose from the following elements in order to qualify for the above-listed elements. At least one of the options listed for each element is required:

~~5.1.~~ Commercial

- i. Areas of required commercial overlay, or developers who may choose to develop a portion of their project as commercial, shall follow the requirements contained in subsection 157.315 of this section.

~~6.2.~~ Cultural/Institutional

- i. Community center (must be a minimum of 1600 square feet)
- ii. Library (must be a minimum of 1600 square feet)
- iii. Other publicly accessible cultural/institutional amenity, subject to review and approval of the Planning Commission

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7.3. Open Space

- i. Land set-aside from development for the conservation of natural resources shall exclude the presence of weeds and be well-maintained.
- ii. The open space area shall only serve passive recreational purposes such as walking and jogging and must be open to the general public. Open space may include the following:
 1. Plazas Trail
 - ~~2. Courtyards~~
 - ~~3.2. Trails Park~~
 - ~~4.3. Parks Plaza~~
- iii. Common area maintained by an HOA or any retention pond area shall not fulfill the open space requirement, unless such retention pond serves at least one additional public purpose such as a recreation field or a park.
- iv. If the city's park department accepts the open space area for the development of a park, a minimum size will be set by said department.

8.4. Recreational

- i. Publicly accessible recreational amenities, such as:
 1. Multi-use sports fields
 2. Pickleball courts
 3. Tennis courts
 4. Playgrounds
 5. Non-motorized trails (not including sidewalks)
 - ~~6. Any publicly accessible amenities must provide signage that they are open for the use of the general public.~~

9.5. Residential

- i. A mix of at least two different housing types: single-family detached, single-family attached (townhomes, twin homes), multi-family (apartments); or
- ii. Residential uses where there is a combination of commercial and residential uses, sometimes called "live-work units"; or
- iii. Clustering of residential units
- iv. Where multiple housing types are developed, no housing type shall exceed more than eighty-percent (80%) of the total number of units.

D. In order to ensure the maximum benefit to the general public, all publicly accessible amenities shall:

1. Be placed on the exterior of the project to ensure greatest visibility;
2. Be provided with signage indicating the amenities are open to the use of the general public; and

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3. Be provided with parking which complies with the West Haven City parking standards.

§ 157.311 DENSITY; DISTRICTS.

A. The boundaries and densities of mixed-use districts shall be found on the official maps of the City. Mixed-Use Districts shall have varying densities, based on locations, which densities, together with the boundaries of each district, are defined and outlined as follows:

1. Low Density is zero to 4.9 dwelling units per project acre
 - i. ~~All mixed-use projects in West Haven City not otherwise classified herein.~~ Not permitted as a mixed-use project.
2. Medium-Low Density is five to 8.9 dwelling units per project acre;
 - i. ~~Those areas West of 1900 West and East of 3500 West, North of 3300 South.~~ All mixed-use projects in West Haven City not otherwise classified herein.
3. Medium-High Density is nine to 14.9 dwelling units per project acre; and
 - i. Those areas South of the centerline of 2100 South and East of Interstate 15, to the West Haven City boundary.
 - ii. Those areas both North and South of the centerline of 2100 South and West of Interstate 15 and East of 1900 West, to the West Haven City boundaries.
4. High Density is 15 to 30 dwelling units per project acre.
 - i. Those areas North of the centerline of 2100 South and East of Interstate 15, to the West Haven City boundary
5. ~~No mixed-use districts involving apartments are permitted west of 1900 West.~~ Mixed use projects shall not be permitted West of 1900 West.

§ 157.312 MIXED-USE REZONE.

- A. A concept plan shall be attached to any application for Mixed-Use Zoning in accordance with this chapter and the requirements of §§ 157.705 through 157.715 and 157.730 through 157.737.
- B. All applications for rezoning to Mixed-Use shall be processed in accordance with §157.706-157.715
- C. Once a rezoning application to the Mixed-Use Zone development has been granted, improvements to the real property must begin within 365 days or the property may revert to its original zoning at the option of the city with 60 days' notice.
 1. Two 90-day extensions may be granted by the Planning Commission at the request of the developer.

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§157.313 MIXED-USE DEVELOPMENT AGREEMENT

- A. West Haven code §157.730 – 157.737 outlines design criteria for multi-family and commercial projects. Mixed Use projects involving multi-family dwellings and/or commercial shall be subject to the provisions of those sections.

- B. Specific setbacks and other zoning or design criteria, landscaping, vehicular and pedestrian circulation patterns, building aesthetics and payback agreements (as applicable) not otherwise regulated in the above-referenced code section(s) shall be established in a development agreement, the approval of which shall be determined by the City Council upon recommendation of the Planning Commission.

§157.314 SITE DEVELOPMENT STANDARDS

- A. Residential single-family homes and townhomes within 300 feet of Commercial, Manufacturing, or Industrial Zones shall submit a study prepared by a licensed sound engineer which determines the impact of those existing uses on the proposed housing and what mitigation measures are necessary to ensure future homeowners from such impacts.

- B. Mixed-Use developments in which single-family detached lots are adjacent to the A-1, R-1, and R-2 Zones shall be required to provide buffering, as outlined below.
 - 1. Lots adjacent to existing A-1 and R-1 zones shall be 16,000 square feet or larger;
 - 2. Lots adjacent to existing R-2 zones shall be 8,000 square feet or larger;

- C. Regardless of any agreements outlined in the development agreement, all single-family homes, townhomes, or anything that has a driveway to a garage shall have a minimum setback of 259' from the property line, sidewalk or common space to the door of the garage.

- D. Where applicable, developments which contain a variety of housing types shall place the most dense portion of the project adjacent to Commercial, Industrial, or Manufacturing Zones, or major roadways (I-15, 2100 South, Wilson Ln, 1900 West) .

- E. Lot size buffering shall not be required if open space is placed between the existing home lots and the new Mixed-Use Zone lots, and the size of the open space is greater than, or equal to, twice the minimum lot sizes listed above.

- F. If a natural buffer exists which separates the existing home lots from the new lots in the proposed Mixed-Use Zone development, the area of this buffer shall be included in the calculation of the minimum lot sizes listed above. Natural buffers include: canals, public trails or walkways, government-owned land, utility-owned land, and the like;

7-5-23 Council Draft

§ 157.315 COMMERCIAL OVERLAY AND COMMERCIAL USES IN MIXED-USE.

- A. Mixed-Use Commercial Overlay areas are designed to encourage the establishment and retention of a variety of retail, entertainment, and personal service establishments to meet the needs of the community's residents, workers, and visitors. The following regulations are applicable only to Mixed-Use projects and not to projects in other zones which may fall within the boundaries outlined.

- B. The following areas are designated as Commercial Overlay areas and are subject to the provisions of this section:
 - 1. East of Interstate 15
 - a. North of 2100 South
 - i. 300 feet North from the edge of the right of way of 2100 South
 - ii. 300 feet East or West from the edge of the right of way of 1100 West
 - b. South of 2100 South
 - i. The entirety of the area South of 2100 South, to the West Haven City municipal borders.
 - 2. The edge of the right of way is defined as that portion of the right of way closest to the property under consideration for development.
 - 3. Should the boundaries of the Commercial Overlay cover only a portion of any given parcel, that parcel shall still provide the required commercial, but it may be located on any portion of the parcel.

- C. A minimum of 20% of the gross project size for developments subject to the commercial overlay shall be dedicated to commercial development.

- D. All businesses permitted or conditional businesses in C-1 and C-2 zones may be included in Mixed-Use Zones with similar use designations (conditional or permitted), subject to the following stipulations:
 - 1. At least 50% of the required commercial space shall be dedicated to commercial uses which generate sales tax revenue.

- E. All uses within a commercial overlay area are subject to the architectural, landscaping and other standards outlined in West Haven code §157.730 – 157.737 “Design Review.”

§ 157.316 REGULATIONS FOR TEMPORARY STORAGE UNITS, CONTAINERS, AND STRUCTURES.

- (A) Temporary storage units, containers, or structures will not be allowed in this Zone except for temporary new construction sites with a valid current building permit issued by the city.

7-5-23 Council Draft

Temporary storage units, containers, or structures must be removed within 30 days of completion or abandonment of construction or permit expiration, whichever comes first.

(B) Temporary storage units, containers, or structures may be used for moving and are allowed on a hard surface in a Residential Zone for up to 14 days for the outgoing resident and an additional 14 days for the incoming resident.

(C) Temporary storage units, containers, or structures may be used for remodeling projects in established neighborhoods for a period of up to 120 days if placed in the driveway of a residence and up to six months if placed behind a home, solid fence, outbuilding, or other obstruction as to obscure the view of the unit, container, or structure from the road. A valid current building permit is required. Permanent use of these temporary storage units, containers, or structures shall not be allowed in any Residential Zone on lots of less than one acre. One storage unit is allowed per acre but the maximum number is one unit per two acres, then one per additional acre with a conditional use permit. The storage container must be placed behind a home, solid fence, outbuilding, or other obstruction as to obscure the view of the unit, container, or structure from the road.

(D) The city has no obligation or responsibility to research and enforce an applicant's property's existing private covenants, conditions, or restrictions prohibiting the use of temporary, or permanent, use of storage units, containers, or structures. It is the exclusive responsibility of a property owner to research and have full knowledge and understanding of those private covenants, conditions, or restrictions that run with, and are attached to, his or her property. By submitting an application to the city for a permanent or temporary storage unit, container, or structure, the applicant is certifying that he or she has full knowledge and understanding of those private covenants, conditions, or restrictions that run with his or her property and have a full understanding of whether those items prohibit the use of temporary or permanent storage units, containers, or structures.

(E) Temporary storage units, containers, or structures are allowed in these Zones for the loading and off-loading of supplies or inventory. They may be stored on-site for up to 30 days; provided, they are not able to be seen from any major corridor in the city, do not take up required customer parking, are not on landscaping, and are placed behind buildings or fences that are not see through. Any exception to this shall require a conditional use permit from the Planning Commission.

(F) Permanent use of temporary storage units, containers, or structures may be allowed with a conditional use permit, which shall include a site plan. A temporary storage unit, container, or structure must be placed on a permanent foundation, and made to look like the main structure on the property, including the use of similar building materials and colors. A building permit and a site plan is required for the location of the unit, container, or structure, to be filed in conjunction with the requested conditional use permit. Any exceptions, as well as the number of units, containers, or structures, and the location shall be subject to approval from the Planning Commission.

7-5-23 Council Draft

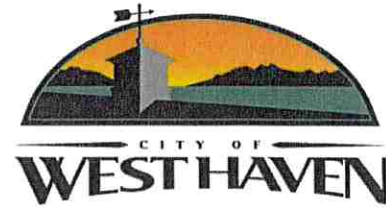
(G) All tractor trailers on an agricultural, residential, or commercial parcel shall be licensed and registered with the state and must be actively used. Trailers not involved in a construction project that remain in a fixed location over 30 days shall be subject to fines, impoundment, and removal by the city.

§ 157.315 ENFORCEMENT AND FINES.

Upon a determination that a violation exists, the Code Enforcement Officer, or his or her designee, may declare such violation a nuisance and follow remediation procedure as outlined in the West Haven Zoning Code 90.01-90.05. He or she will contact the owner and shall require such owner to halt, eradicate, destroy, remove, or otherwise cure the violation within 48 hours, or such later time the Code Enforcement Officer, or his or her designee, may determine.

STAFF REPORT

TO: City Council
FROM: Matt Jensen
DATE: June 29, 2023
SUBJECT: Recreation Program Residency Statistics



BACKGROUND

Council has requested a breakdown of resident/non-resident rates among participants of the City's youth recreation program. This report provides that data.

ANALYSIS

An overall review of participants for West Haven recreation programs shows that West Haven residents generally comprise between 50% to 70% of the participants. A breakdown of the statistics are on the next page. The non-resident participation rates are generally comprised of the following points:

- Hooper City does not have its own recreation program and leans on West Haven to provide such programs. Hooper City does allow use of its fields and facilities for certain sports in exchange of the coverage.
- Roy City has several participants that mix due to family and school boundaries overlays. Additionally, Roy City has provided facilities for use including the fish pond and Hope Center for basketball.
- West Haven provides several programs that other cities do not offer; namely tennis, karate, archery, and fishing.
- Registration of non-residents does not take into consideration split-families and caregiving by other family members or friends. Participants would be registered under their own address outside of the City in those situations.

Additional information was provided for fees charged for the programs. West Haven City's fees are generally in line for resident programs. However, its charge of a nominal \$5 non-resident fee for flag football, basketball, baseball and softball is comparatively low to other cities where non-residents pay a 20% to 30% increase in registration costs.

CONSIDERATION

Adjusting fees and non-resident fees requires a change in City Ordinances. The overall program costs seem in line but the non-resident charges are definitely lower than neighboring cities. Adjusting those charges would be recommended.

West Haven Recreation Stats - 2020-2022 Seasons

Prepared 6/29/2023

Community	Football	Flag Football	Basketball	Baseball/		Tennis	Archery	Karate	Fishing
				Softball					
West Haven	65.1%	55.7%	57.9%	56.3%	41.9%	69.0%	68.8%	50.0%	
Hooper	21.6%	28.1%	24.4%	27.7%	28.5%	14.0%	2.5%	25.0%	
Taylor	6.1%	4.3%	3.8%	4.5%	4.7%	0.0%	6.3%	0.0%	
Roy	3.0%	2.9%	2.2%	2.8%	9.9%	8.5%	8.8%	25.0%	
Ogden	3.0%	2.9%	4.7%	3.9%	2.3%	6.2%	7.5%	0.0%	
Plain City	0.0%	0.1%	2.1%	0.7%	5.2%	0.0%	1.3%	0.0%	
Weber - Other Cities	0.8%	0.8%	0.5%	0.2%	0.0%	1.6%	1.3%	0.0%	
Weber - Unincorporated	0.0%	1.9%	3.3%	1.5%	1.8%	0.8%	0.0%	0.0%	
Davis County	0.4%	2.5%	0.9%	2.2%	5.8%	0.0%	2.5%	0.0%	
Other Counties	0.0%	0.1%	0.1%	0.1%	0.0%	0.0%	1.3%	0.0%	
Participants	538	718	1711	2388	171	129	80	20	
Resident Cost	\$ 130	\$ 60	\$ 55	\$ 55	\$ 30	\$ 40	\$ 35	\$ 25	
Non-Resident Cost	\$ 130	\$ 65	\$ 60	\$ 60	\$ 30	\$ 40	\$ 35	\$ 25	
Roy	\$ 150	\$ 60	-	\$ 70	-	-	-	-	
Ogden	-	\$ 25	\$ 35	\$ 40	\$ 30	\$ -	\$ -	\$ 15	
North Ogden	\$ 145	\$ -	\$ 59	\$ 55	\$ -	\$ -	\$ -	\$ -	
South Ogden	\$ 140	\$ 55	\$ 60	\$ 55	\$ 30	\$ -	\$ -	\$ -	
Pleasant View	\$ -	\$ 50	\$ 60	\$ 48	\$ -	\$ -	\$ -	\$ -	
Farr West	\$ -	\$ 55	\$ 55	\$ 60	\$ -	\$ -	\$ -	\$ 10	
Plain City	\$ 120	\$ 55	-	\$ -	\$ -	\$ -	\$ -	\$ -	
Clinton City	\$ -	\$ 65	\$ -	\$ 75	\$ -	\$ -	\$ -	\$ -	

Non-Resident fee in other cities varies. Where it exists, it usually ranges from 20% to 30% additional fee.

STAFF REPORT

TO: Matt Jensen, City Manager

FROM: Ed Mignone, City Engineer

DATE: June 28, 2023

SUBJECT: Recommendation to Award Professional Services Contract
Acquisition Services – 2700 W Improvement Project; 3300 S/5100 W Improvement Project;
3300-3600 S Connector Road; 1800 S-2100 S Connector Road



Background

The Mayor and Council are aware of the various projects referenced above and need for the City to acquire right-of-way for their successful implementation.

In June 2023, the City conducted a request for proposals (RFP) process for acquisition services. Note that while the City requested three (3) separate proposals based on project areas, each firm provided the same schedule of fees and conditions for each. Three (3) firms submitted proposals and bid results summarized as follows:

Consultant	ROW Acquisition cost per parcel*	Document Preparation*	Appraisal*	Appraisals with severance damages	Appraisal Review*	Compensation Estimate	Title / Closing Services
Bonneville	\$1,800	\$200	\$3,500		\$900	\$600	
Wall Consult Group	\$2,500		\$3,000	\$4,000	\$900	\$800	\$1,000
Horrocks	\$3,250		\$3,000	\$3,000	\$1,000	\$900	

*Represent tasks that are minimally required for each parcel assessment, the total sum comprises the base unit cost per acquisition

Bonneville Acquisitions provided the lowest base unit cost for acquisitions of \$2900 and recently worked for the City for acquisitions for the 3300 S road project and is a sole-practitioner company. Based on the number of parcels, the complexity of right-of-way needs and significant time/construction constraints, Staff did not feel comfortable that Bonneville had an adequate level of resources and availability required.

The City requested Wall Consultant Group (WCG) and Horrocks meet with Staff to discuss their proposals in further depth. As you know, this included you, me, Scott Venstra and Ryan Christensen. Nadia Bakr, represented WCG. Cory Pope and Shannon Wixom represented Horrocks (additional information about these individual is provided in their respective RFP packages). Discussion focused on assessing their understanding of the scope; time/schedule constraints; general approach to the project; firm capabilities and capacity to staff the project adequately. Both firms were asked to provide their perspective on the pros and cons of awarding all three (3) projects to one firm compared to splitting them between different consultants.

Both WCG and Horrocks were found to be highly capable and experienced in right-of-way acquisition projects of various scopes and subject to various construction, funding and/or time constraints. Both firms

MEMO

Matt Jensen

Re: Recommendation to Award Professional Services Contract

Acquisition Services – 2700 W Improvement Project; 3300 S/5100 W Improvement Project;
3300-3600 S Connector Road; 1800 S-2100 S Connector Road

Page 2 of 2

indicated that they had the capacity to handle all projects simultaneously with the benefit of providing one point of contact, continuity and consistency of process.

Both firms were recommended very highly by Weber County staff. WCG base unit cost per acquisition is \$3,400. Horrocks' base unit cost of \$4,250.

Staff considered the qualification of both firms and decided that it would be in the City's best interest to award one firm all three (3) projects. Staff unanimously agreed that that WCG will provide the highest and best quality of service to the City.

Staff also spoke with Bryce Terry, Herriman Assistance City engineer for whom WCG recently completed a large acquisition project that encompassed 59 parcels. Ms. Bakr was the lead agent and responsible for all property-owner interactions. Mr. Terry expressed great confidence in WCG and how pleased the City was with Ms. Bakr specifically. He cited the excellent her regular and through communications and noted that the City received much positive feedback from the affected property owners with regard to her professionalism and how the City was represented.

Recommended Action

To initiate and maintain the proposed schedule and project milestones for the various road improvement projects that the City has committed to, it is recommended that the City award a contract to WCG to provide the services detailed and costs outlined in their June 2023 proposal.

If due to unforeseen circumstances, there becomes a need to supplement WCG services, Staff has no reservations of having Horrocks provide those services.

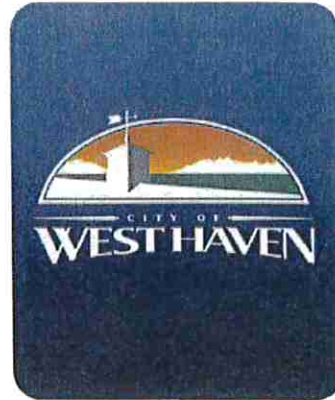
EJM/ejm

Attachments: Wall Consultant Group:

West Haven Request for Bids for Property Acquisition Services 1800 S to 2100 S Project, June 12, 2023

West Haven Request for Bids for Property Acquisition Services 3300 S to 3600 S Project, June 12, 2023

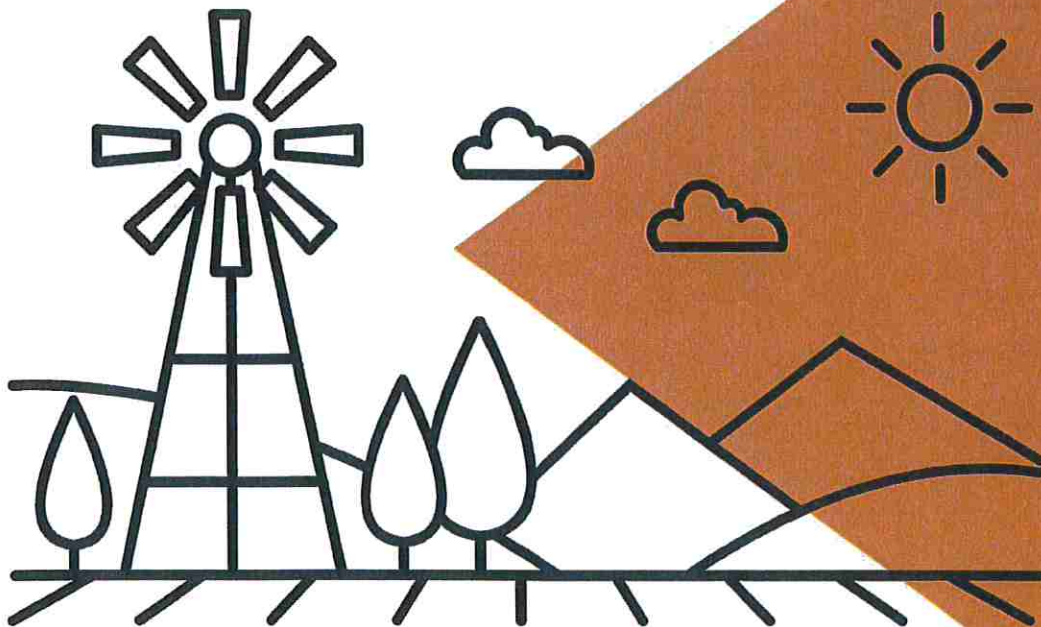
West Haven Request for Bids for Property Acquisition Services 2700 W-3300 S-5100 W Project, June 12, 2023



WEST HAVEN REQUEST FOR BIDS FOR PROPERTY ACQUISITION SERVICES

1800 SOUTH TO 2100 SOUTH PROJECT

MONDAY, JUNE 12, 2023



STEEPED IN RIGHT-OF-WAY EXPERIENCE

The carefully selected acquisition and appraisal team consists of known and respected Right of Way (ROW) professionals with a **50+ YEAR COMBINED HISTORY** of successfully completing state, county, and municipality projects. Ongoing involvement in professional affiliations and continuing education in the ROW and appraisal fields keeps the team up-to-date on the latest procedural and legislative changes. Nadia, Dave, and Ken will use this experience and knowledge to successfully appraise and acquire all parcels required for the delivery of the 1800 S to 2100 S. project. WCG's ROW team is committed, available, and dedicated to the success of this project.



NADIA BAKR, SR/WA | Senior Right-of-Way Professional, Principal Broker
10+ Years Experience

Nadia has proudly worked in the field of real estate and Right-of-Way (ROW) for over 23 years and is a Principal Broker in Utah, Oregon, and Washington. She holds the highest designation as a Senior Right-of-Way Professional (SR/WA). Her distinct real estate background combined with her project management experience and college education enables her to take on a project and to holistically manage it from beginning to end. Through her career, Nadia has proven her leadership and managerial skills having managed over 40 companies, expanding business into numerous states. She has helped the community by serving on multiple boards, including acting as the current Vice President for IRWA's Chapter 38 of the International Right-of-Way Association.

Key Personnel Licenses and Certifications

SR/WA	Certified 11/11/2021
Utah Principal Broker	11352984-PB00
Utah Notary commission	704142
Oregon Principal Broker	200001146
Washington Managing Broker	26174
Idaho Principal Broker	in process

Because of the deep experience of this **ALL-STAR TEAM**, the cycle* for an appraisal and acquisition on a parcel typically takes **LESS THAN 3 MONTHS**.

*condemnation not included



DAVE HOLTBY, MAI | Appraiser
21 Years Experience

Dave has managed single and multi-property appraisal assignments for over 20 years and is proficient at organizing and completing both large and small projects. His experience includes appraisal and appraisal review services for municipalities, lending institutions and attorneys. He has experience as an expert witness for consultation, mediation, and litigation. Dave conducts property owner meetings and inspections in a personable and professional manner that positively represents the acquiring agency and meets agency requirements. His office maintains written documentation of all contact with property owners and tenants including site visits, meetings, telephone calls, etc. In addition, they verify all legal and physical characteristics of the subject property and comparable properties and confirm all transaction data with buyer, seller, broker, or parties involved.



KEN MITCHELL, MAI | Review Appraiser
21 Years Experience

Ken became a Licensed Appraiser in late 2002 and became a Utah State Certified General Appraiser in April of 2004. K. Mitchell Appraisal Co. specializes in ROW appraisals for government entities. He is currently on the UDOT approved appraiser lists for State and Local ROW projects for complex ROW Appraisal Services, ROW Appraisal Review Services and Residential Appraisal/Review Services. He has extensive experience in the appraisal of land and atypical/unusual land parcels, including landlocked parcels, restrictively encumbered parcels, corridor parcels (i.e. railroad ,utility, etc.) and contaminated land.

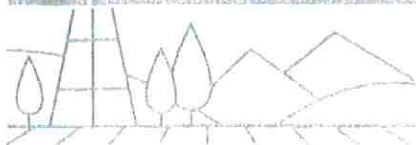
*If Review Appraisal services aren't required, disregard review appraisal course of action and fees listed.

APPRAISALS

- 1 Appraisals will be completed in compliance with the Uniform Standards of Professional Appraisal practice (USPAP), the Uniform Act, C.F.R. 24.103, the Utah Relocation Assistance Act, Utah Code Section 57-12, Utah State Code Title 78B-6-522, the Code of Professional Ethics, and the Utah Department of Transportation (UDOT) FHWA approved Right-of-Way Appraisal Manual.
- 2 For all appraisal report assignments, the landowner will be provided an opportunity to accompany the inspection of the subject property per current requirements.
- 3 Appraisal Reports will be completed and sent 3 weeks from the date of receipt of the instruments and the notice to proceed (NTP). An electronic copy of each appraisal report will be provided, hard copies upon request.
- 4 Each appraisal will be reviewed by an independent appraisal reviewer. The review will conform to required guidelines for appraisals and the reviewer will identify each appraisal report as recommended (as the basis for the establishment of the amount believed to be just compensation), accepted (meets all requirements, but not selected as recommended or approved), or not accepted as per 49 CFR Part 24.104.

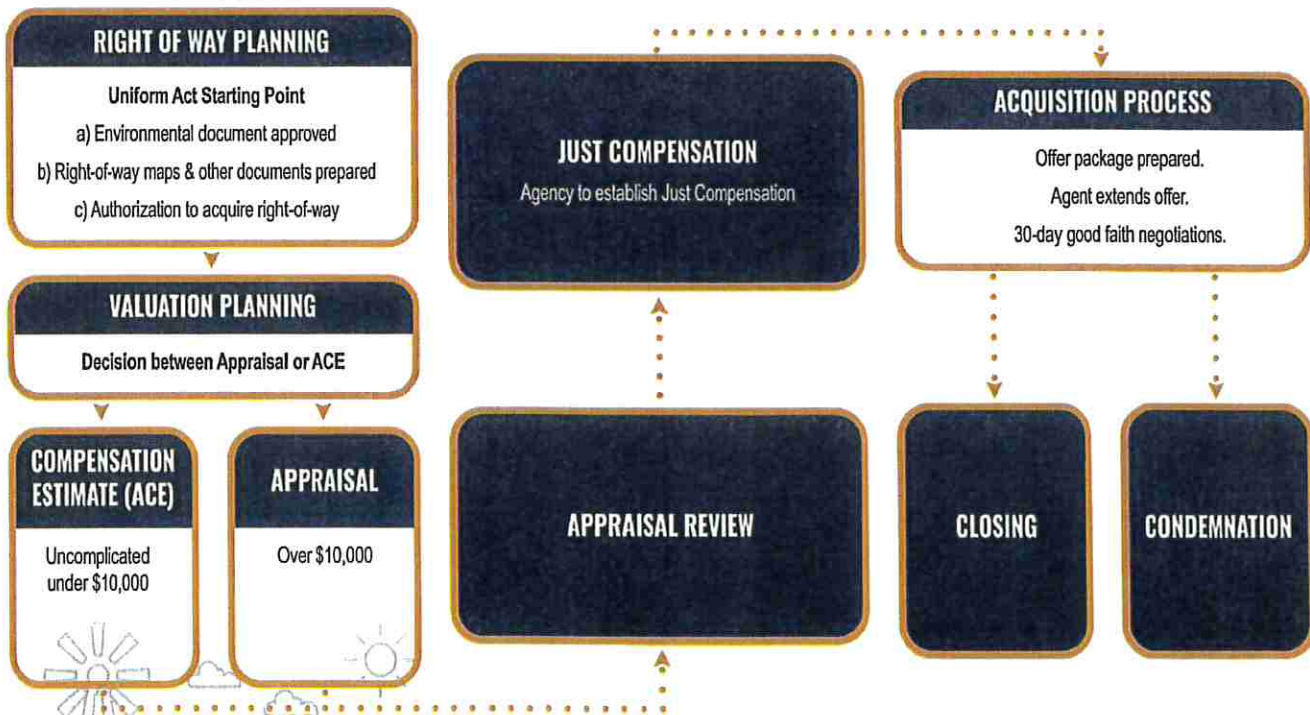
ACQUISITIONS

- 1 Acquisitions will be completed in compliance with applicable Federal and State regulations, including the Uniform Standards of Professional Appraisal Practices (USPAP), Federal Uniform Relocation Act, Utah State Code Section 57-12, Code of Federal Regulations 49 CFR Part 24 and 23 CFR Part 710.
- 2 A live acquisition & appraisal tracking spreadsheet will be created and shared with the Agency.
- 3 An Administrative Compensation Estimate (ACE) will be performed for uncomplicated valuations under \$10,000 (with Agency approval) in accordance with 49 CFR Part 24.102(c).
- 4 Offer packages will be prepared per state & federal regulations, which include the Offer Letter, Offer to Purchase, Statement of Just Compensation, Contract, Deed/s, Easement/s, ROW maps, Ownership Record (if provided), Appraisal/ACE and the Ombudsman's Brochure.
- 5 Upon the Agency's approval of Just Compensation, negotiations commence.
- 6 A strong rapport will be established with landowners & every opportunity will be taken to reach a satisfactory outcome.
- 7 The ROW team will work with landowners & the Agency to maintain residential/commercial accesses.
- 8 Contract language modifications & administrative settlement approvals will be sent to the Agency for approvals.
- 9 An agent's log will be maintained throughout the entire acquisition process per state regulations, for all owner communications, offer milestones, contract language modifications and administrative settlement approvals.



10	Completed acquisition files will be compiled and submitted to the Agency for final execution. Includes additional closing documents.
11	When closings occur at the Title Company, the ROW team will forward all applicable documents and original deeds/easements for closing.
12	Weekly ROW updates will be sent to the Agency.
13	In the event that negotiations fail and a condemnation action must be pursued, a 4-Options Letter will be sent to the landowner. They will be advised that we will continue to try to reach a settlement through either negotiations, mediation, or the eminent domain process.
14	Assist the Utah Property Rights Ombudsman's by providing extensive documentation of all conversations and offers and will remain available if additional information or assistance is needed.
15	Completed condemnation files will be compiled and submitted to the Agency.
16	Monthly invoices will be sent to the Agency upon completed acquisition or condemnation files (voiding of parcels after offer has been presented applies).

ASSUMPTIONS: No total acquisitions or relocations.



PROJECT NAME / AGENCY	PROJECT DATE	ROLE	# OF PARCELS	SERVICES PERFORMED	REFERENCES
Main Street Herriman City	November 2022 - May 2023	Senior Agent	59	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Bryce Terry 801-285-9707
Sego Lily Salt Lake County	January 2023 - May 2023	Senior Agent	82	Prepared permit to enter & constructs & exhibits, knocked on each door, maintained logs, negotiated with owners, prepared and submitted permit files, maintained status reports	Ryan Nuesmeyer 801-915-2017
2820 South; 7440 West to 7736 West UDOT	July 2022 - current	Senior Agent	16	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Jolene Ottley 801-965-4217
SR-209 (9000 S); Redwood Rd to State St. UDOT	February 2022 - Mar-23	ROW Manager	44	Managed acquisition & appraisal team, in addition, prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Krissy Plett 801-965-4238
I-15; SR-97 (5600 South), widening of 5600 South UDOT	October 2022 - current	Senior Agent	20	Managed appraisal process, prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Krissy Plett 801-965-4238
I-15; 1800 North Interchange UDOT	October 2022 - current	ROW Manager	80	Managed acquisition & appraisal team, met with property owners & acquisition team, negotiated administrative settlements, weekly updates to Agency.	Krissy Plett 801-965-4238
900 East; 3900 S to 4500 S, Safety/Recon, Millcreek Herriman City	November 2021 - Aug-22	Senior Agent	17	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Jolene Ottley 801-965-4217
Pedestrian Ramp Project (Various Routes) UDOT	November 2023 - May 2023	Senior Agent	8	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Amy McKennon 385-326-9111
2200 North Street Weber County	June 2022 - Feb-23	Senior Agent	18	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Gary Myers 801-399-8771



CLIENT	CONTACT INFO	PROJECT	RESPONSIBILITY	PROJECT DATE
Ms. Tammy Evans, MRP, SR/WA Acquisition Manager Meridian Engineering	1628 West 11010 South Ste 102 South Jordan, Utah 84095 (801)302-4247	East Sandy Bridge Replacement Project Sandy, Utah	7 Appraisals	Mar 2023
Mr. Raymond Reeves Sandy City Project Manager Sandy City Corporation	8775 South 700 West Sandy, Utah 84070 (801)568-2981	9400 South 700 East Intersection Project Sandy, Utah	4 Appraisals	Apr 2023
Mr. Michael Richardson Real Estate Services Manager HDR Engineering	2825 E Cottonwood Parkway, Ste 200 Salt Lake City, Utah 84121 (801)743-7871	5600 South Improvement Project Roy, Utah	100+ Appraisals	Current
Ms. Amy McKennon, SR/WA Right-of-Way Lead Agent Utah Department of Transportation	4501 South 2700 West Box 148420 Salt Lake City, Utah 84114 (385)329-9111	Pedestrian Ramp Project Salt Lake County, Utah	10+ Appraisals	Dec 2022
Mr. Spencer Burgoyne Manager of Property Administration Utah Transit Authority	669 West 200 South Salt Lake City, Utah (801)237-1995	Midvalley BRT Project Taylorsville and Murray, Utah	50+ Appraisals	Jul 2022- Feb 2023
Ms. Jolene Ottley Lead & Local Government ROW Manager Utah Department of Transportation	2501 South 2700 West PO Box 148420 (801)965-4217	2820 South Roadway Improvement Project Magna, Utah	10 Appraisals	Aug, 2022
Mr. Mike Timothy Surplus Land Coordinator Utah Department of Transportation	4501 South 2700 West PO Box 148420 Salt Lake City, Utah (801)633-9667	Various UDOT Surplus Land Parcels	30+ Appraisals	2021
Ms. Jolene Ottley & Mr. John Miller Lead & Local Government ROW Manager Utah Department of Transportation	2501 South 2700 West PO Box 148420 (801)965-4217	900 East Roadway Improvement Project 3900 South to 4500 South	30+ Appraisals	2021- 2022
Mr. Shawn Warnke Tremonton City	102 S. Tremont St. Tremonton, Utah (435) 257-9504	1650 West Project & I-15 Frontage Road Tremonton City, Utah	Appraisals	2020- 2021
Ms. Sandra Layton Horrocks Engineers	4919 South 1500 West, Ste 300 Riverdale, Utah 84405 (801)-310-0844	Logan 1000 North Logan 1400 North Logan, Utah	30 Appraisals	2019 -2021t
Ms. Jolene Ottley & Mr. John Miller UDOT / Millcreek City	3330 South 1300 East Millcreek, Utah 84106 (801) 664-3361 / (801) 214-2719	3900 South, 3300 South Improvement Projects Millcreek, Utah	Appraisals	2020- 2021
Ms. Jolene Ottley UDOT / Millcreek City	4501 South 2700 West, 4th Floor Salt Lake City, Utah 84119 (801) 664-3361	4700 South Improvement Project West Valley/Keams, Utah	Appraisals	2021
Ms. Gale Padgett Padgett Properties	10309 South Temple View Circle South Jordan, Utah 84095 (801) 750-5058	9270 South Street Project Sandy, Utah	Appraisal Reviews	Dec 2019- Jun 2020
Mr. Jim Price Mountainland Association of Governments	586 East 800 North Orem, Utah 84097 (801) 229-3848	1600 North Street Project Orem, Utah	Appraisal Reviews	Jan 2020- Sep 2020

TASK	COST PER PARCEL
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ROW Acquisitions	\$2,500
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TOTAL \$35,000 (14 parcels)

ADDITIONAL SERVICES (as needed)	COST PER PARCEL
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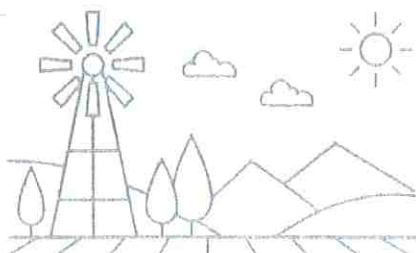
Appraisals without severance damages	\$3,000
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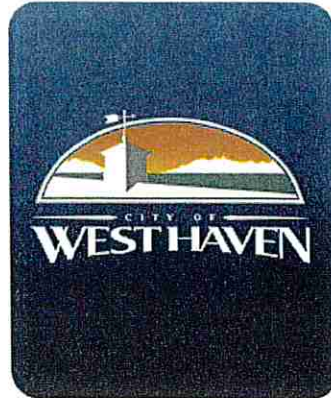
Appraisals with severance damages	\$4,000
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Review Appraisals	\$900
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Administrative Compensation Estimates (ACE)	\$800
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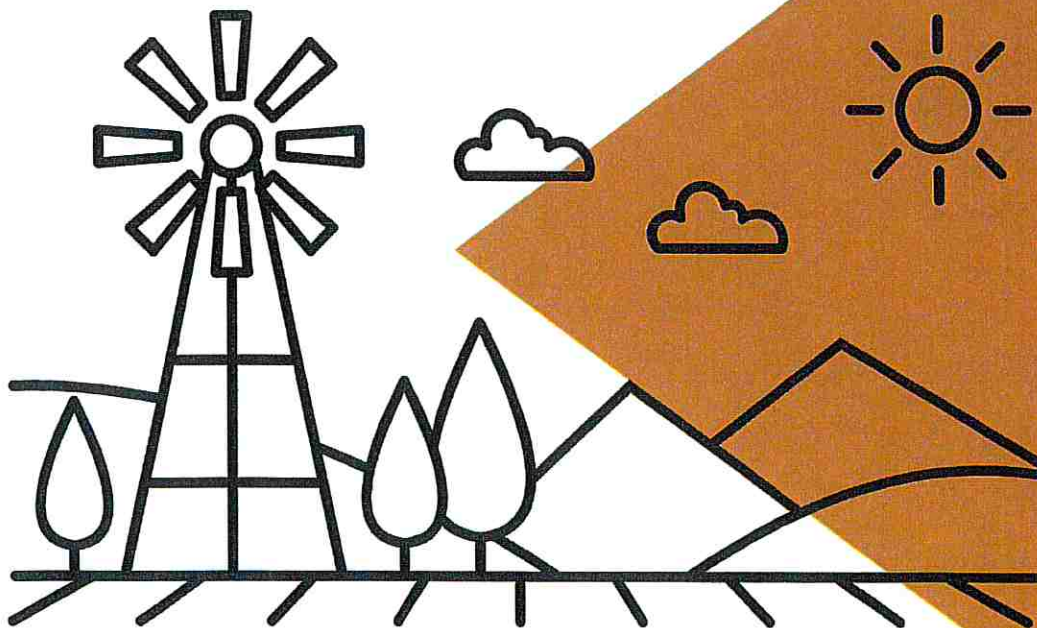
Title / Closing Services	\$1,000 per transaction - amount is based on purchase price. Does not include loan fees, lender fees or rollback tax fees.
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WEST HAVEN REQUEST FOR BIDS FOR PROPERTY ACQUISITION SERVICES

3300 S TO 3600 S
MONDAY, JUNE 12, 2023



STEEPED IN RIGHT-OF-WAY EXPERIENCE

The carefully selected acquisition and appraisal team consists of known and respected Right of Way (ROW) professionals with a **50+ YEAR COMBINED HISTORY** of successfully completing state, county, and municipality projects. Ongoing involvement in professional affiliations and continuing education in the ROW and appraisal fields keeps the team up-to-date on the latest procedural and legislative changes. Nadia, Dave, and Ken will use this experience and knowledge to successfully appraise and acquire all parcels required for the delivery of the 1800 S to 2100 S. project. WCG's ROW team is committed, available, and dedicated to the success of this project.



NADIA BAKR, SR/WA | Senior Right-of-Way Professional, Principal Broker
10+ Years Experience

Nadia has proudly worked in the field of real estate and Right-of-Way (ROW) for over 23 years and is a Principal Broker in Utah, Oregon, and Washington. She holds the highest designation as a Senior Right-of-Way Professional (SR/WA). Her distinct real estate background combined with her project management experience and college education enables her to take on a project and to holistically manage it from beginning to end. Through her career, Nadia has proven her leadership and managerial skills having managed over 40 companies, expanding business into numerous states. She has helped the community by serving on multiple boards, including acting as the current Vice President for IRWA's Chapter 38 of the International Right-of-Way Association.

Key Personnel Licenses and Certifications

SRWA	Certified 11/11/2021
Utah Principal Broker	11352984-PB00
Utah Notary commission	704142
Oregon Principal Broker	200001146
Washington Managing Broker	26174
Idaho Principal Broker	in process

Because of the deep experience of this **ALL-STAR TEAM**, the cycle* for an appraisal and acquisition on a parcel typically takes **LESS THAN 3 MONTHS**.

*condemnation not included



DAVE HOLTBY, MAI | Appraiser
21 Years Experience

Dave has managed single and multi-property appraisal assignments for over 20 years and is proficient at organizing and completing both large and small projects. His experience includes appraisal and appraisal review services for municipalities, lending institutions and attorneys. He has experience as an expert witness for consultation, mediation, and litigation. Dave conducts property owner meetings and inspections in a personable and professional manner that positively represents the acquiring agency and meets agency requirements. His office maintains written documentation of all contact with property owners and tenants including site visits, meetings, telephone calls, etc. In addition, they verify all legal and physical characteristics of the subject property and comparable properties and confirm all transaction data with buyer, seller, broker, or parties involved.



KEN MITCHELL, MAI | Review Appraiser
21 Years Experience

Ken became a Licensed Appraiser in late 2002 and became a Utah State Certified General Appraiser in April of 2004. K. Mitchell Appraisal Co. specializes in ROW appraisals for government entities. He is currently on the UDOT approved appraiser lists for State and Local ROW projects for complex ROW Appraisal Services, ROW Appraisal Review Services and Residential Appraisal/Review Services. He has extensive experience in the appraisal of land and atypical/unusual land parcels, including landlocked parcels, restrictively encumbered parcels, corridor parcels (i.e. railroad, utility, etc.) and contaminated land.

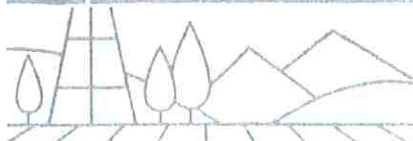
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APPRAISALS

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- 2 For all appraisal report assignments, the landowner will be provided an opportunity to accompany the inspection of the subject property per current requirements.
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- 4 Each appraisal will be reviewed by an independent appraisal reviewer. The review will conform to required guidelines for appraisals and the reviewer will identify each appraisal report as recommended (as the basis for the establishment of the amount believed to be just compensation), accepted (meets all requirements, but not selected as recommended or approved), or not accepted as per 49 CFR Part 24.104.

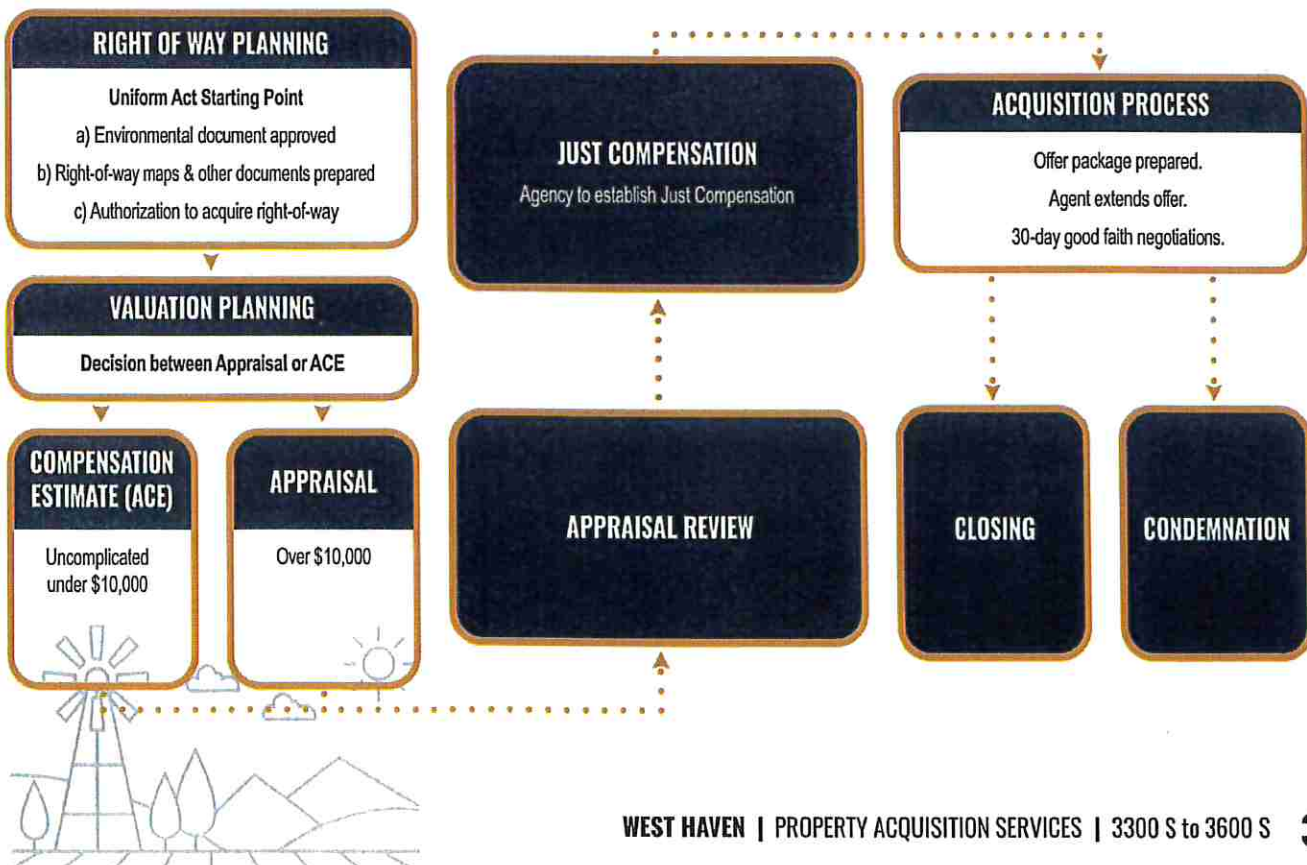
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- 7 The ROW team will work with landowners & the Agency to maintain residential/commercial accesses.
- 8 Contract language modifications & administrative settlement approvals will be sent to the Agency for approvals.
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13	In the event that negotiations fail and a condemnation action must be pursued, a 4-Options Letter will be sent to the landowner. They will be advised that we will continue to try to reach a settlement through either negotiations, mediation, or the eminent domain process.
14	Assist the Utah Property Rights Ombudsman's by providing extensive documentation of all conversations and offers and will remain available if additional information or assistance is needed.
15	Completed condemnation files will be compiled and submitted to the Agency.
16	Monthly invoices will be sent to the Agency upon completed acquisition or condemnation files (voiding of parcels after offer has been presented applies).

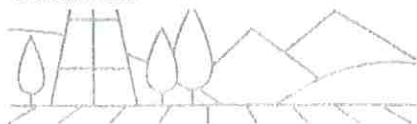
ASSUMPTIONS: No total acquisitions or relocations.



PROJECT NAME / AGENCY	PROJECT DATE	ROLE	# OF PARCELS	SERVICES PERFORMED	REFERENCES
Main Street Herriman City	November 2022 - May 2023	Senior Agent	59	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Bryce Terry 801-285-9707
Sego Lily Salt Lake County	January 2023 - May 2023	Senior Agent	82	Prepared permit to enter & constructs & exhibits, knocked on each door, maintained logs, negotiated with owners, prepared and submitted permit files, maintained status reports	Ryan Nuesmeyer 801-915-2017
2820 South; 7440 West to 7736 West UDOT	July 2022 - current	Senior Agent	16	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Jolene Ottley 801-965-4217
SR-209 (9000 S); Redwood Rd to State St. UDOT	February 2022 - Mar-23	ROW Manager	44	Managed acquisition & appraisal team, in addition, prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Krissy Plett 801-965-4238
I-15; SR-97 (5600 South), widening of 5600 South UDOT	October 2022 - current	Senior Agent	20	Managed appraisal process, prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Krissy Plett 801-965-4238
I-15; 1800 North Interchange UDOT	October 2022 - current	ROW Manager	80	Managed acquisition & appraisal team, met with property owners & acquisition team, negotiated administrative settlements, weekly updates to Agency.	Krissy Plett 801-965-4238
900 East; 3900 S to 4500 S, Safety/Recon, Millcreek Herriman City	November 2021 - Aug-22	Senior Agent	17	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Jolene Ottley 801-965-4217
Pedestrian Ramp Project (Various Routes) UDOT	November 2023 - May 2023	Senior Agent	8	Prepared compensation estimates, prepared and made offers, maintained logs, negotiated with owners, prepared and submitted acquisition and condemnation files, maintained status reports	Amy McKennon 385-326-9111
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CLIENT	CONTACT INFO	PROJECT	RESPONSIBILITY	PROJECT DATE
Ms. Tammy Evans, MRP, SR/WA Acquisition Manager Meridian Engineering	1628 West 11010 South Ste 102 South Jordan, Utah 84095 (801)302-4247	East Sandy Bridge Replacement Project Sandy, Utah	7 Appraisals	Mar 2023
Mr. Raymond Reeves Sandy City Project Manager Sandy City Corporation	8775 South 700 West Sandy, Utah 84070 (801)568-2981	9400 South 700 East Intersection Project Sandy, Utah	4 Appraisals	Apr 2023
Mr. Michael Richardson Real Estate Services Manager HDR Engineering	2825 E. Cottonwood Parkway, Ste 200 Salt Lake City, Utah 84121 (801)743-7871	5600 South Improvement Project Roy, Utah	100+ Appraisals	Current
Ms. Amy McKennon, SR/WA Right-of-Way Lead Agent Utah Department of Transportation	4501 South 2700 West Box 148420 Salt Lake City, Utah 84114 (385)329-9111	Pedestrian Ramp Project Salt Lake County, Utah	10+ Appraisals	Dec 2022
Mr. Spencer Burgoyne Manager of Property Administration Utah Transit Authority	669 West 200 South Salt Lake City, Utah (801)237-1995	Midvalley BRT Project Taylorsville and Murray, Utah	50+ Appraisals	Jul 2022- Feb 2023
Ms. Jolene Ottley Lead & Local Government ROW Manager Utah Department of Transportation	2501 South 2700 West PO Box 148420 (801)965-4217	2820 South Roadway Improvement Project Magna, Utah	10 Appraisals	Aug, 2022
Mr. Mike Timothy Surplus Land Coordinator Utah Department of Transportation	4501 South 2700 West PO Box 148420 Salt Lake City, Utah (801)633-9667	Various UDOT Surplus Land Parcels	30+ Appraisals	2021
Ms. Jolene Ottley & Mr. John Miller Lead & Local Government ROW Manager Utah Department of Transportation	2501 South 2700 West PO Box 148420 (801)965-4217	900 East Roadway Improvement Project 3900 South to 4500 South	30+ Appraisals	2021- 2022
Mr. Shawn Warnke Tremonton City	102 S. Tremont St. Tremonton, Utah (435) 257-9504	1650 West Project & I-15 Frontage Road Tremonton City, Utah	Appraisals	2020- 2021
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TASK	COST PER PARCEL
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ROW Acquisitions	\$2,500
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TOTAL \$55,000 (22 parcels)

ADDITIONAL SERVICES (as needed)	COST PER PARCEL
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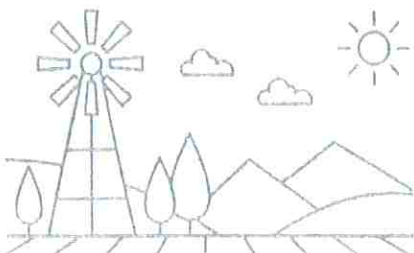
Appraisals without severance damages	\$3,000
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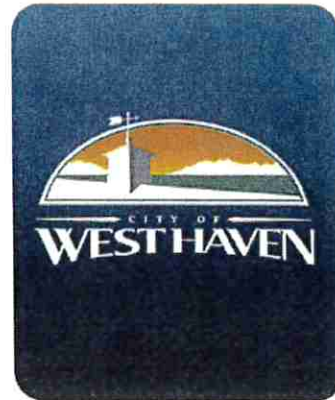
Appraisals with severance damages	\$4,000
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Review Appraisals	\$900
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Administrative Compensation Estimates (ACE)	\$800
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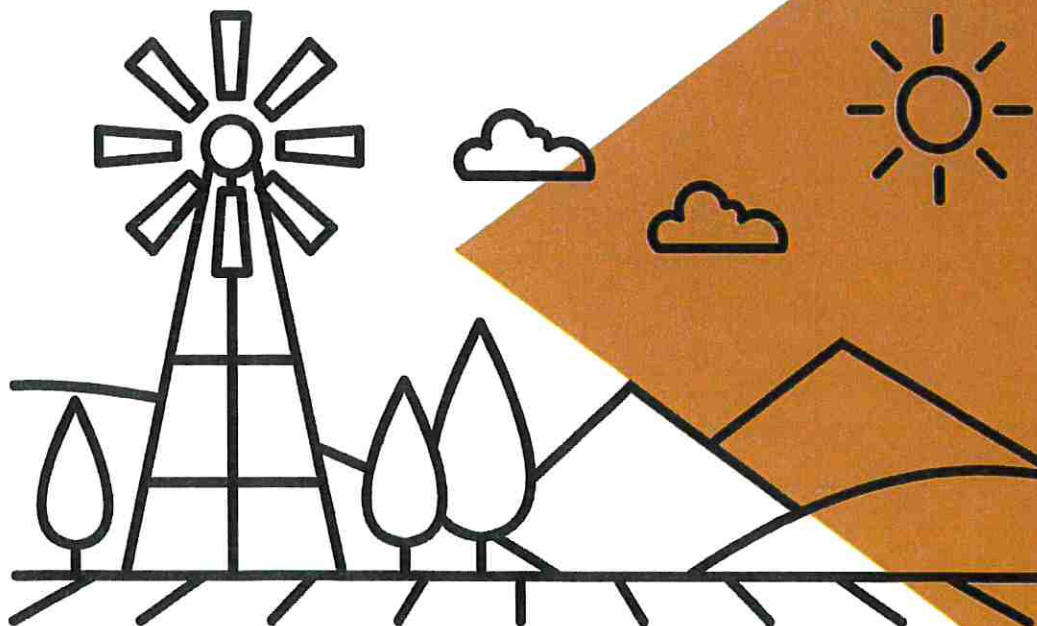
Title / Closing Services	\$1,000 per transaction - amount is based on purchase price. Does not include loan fees, lender fees or rollback tax fees.
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WEST HAVEN REQUEST FOR BIDS FOR PROPERTY ACQUISITION SERVICES

2700 W - 3300 S - 5100 W
MONDAY, JUNE 12, 2023



STEEPED IN RIGHT-OF-WAY EXPERIENCE

The carefully selected acquisition and appraisal team consists of known and respected Right of Way (ROW) professionals with a **50+ YEAR COMBINED HISTORY** of successfully completing state, county, and municipality projects. Ongoing involvement in professional affiliations and continuing education in the ROW and appraisal fields keeps the team up-to-date on the latest procedural and legislative changes. Nadia, Dave, and Ken will use this experience and knowledge to successfully appraise and acquire all parcels required for the delivery of the 1800 S to 2100 S. project. WCG's ROW team is committed, available, and dedicated to the success of this project.



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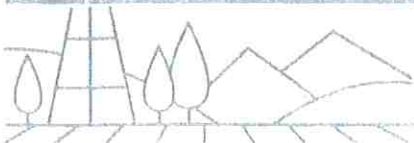
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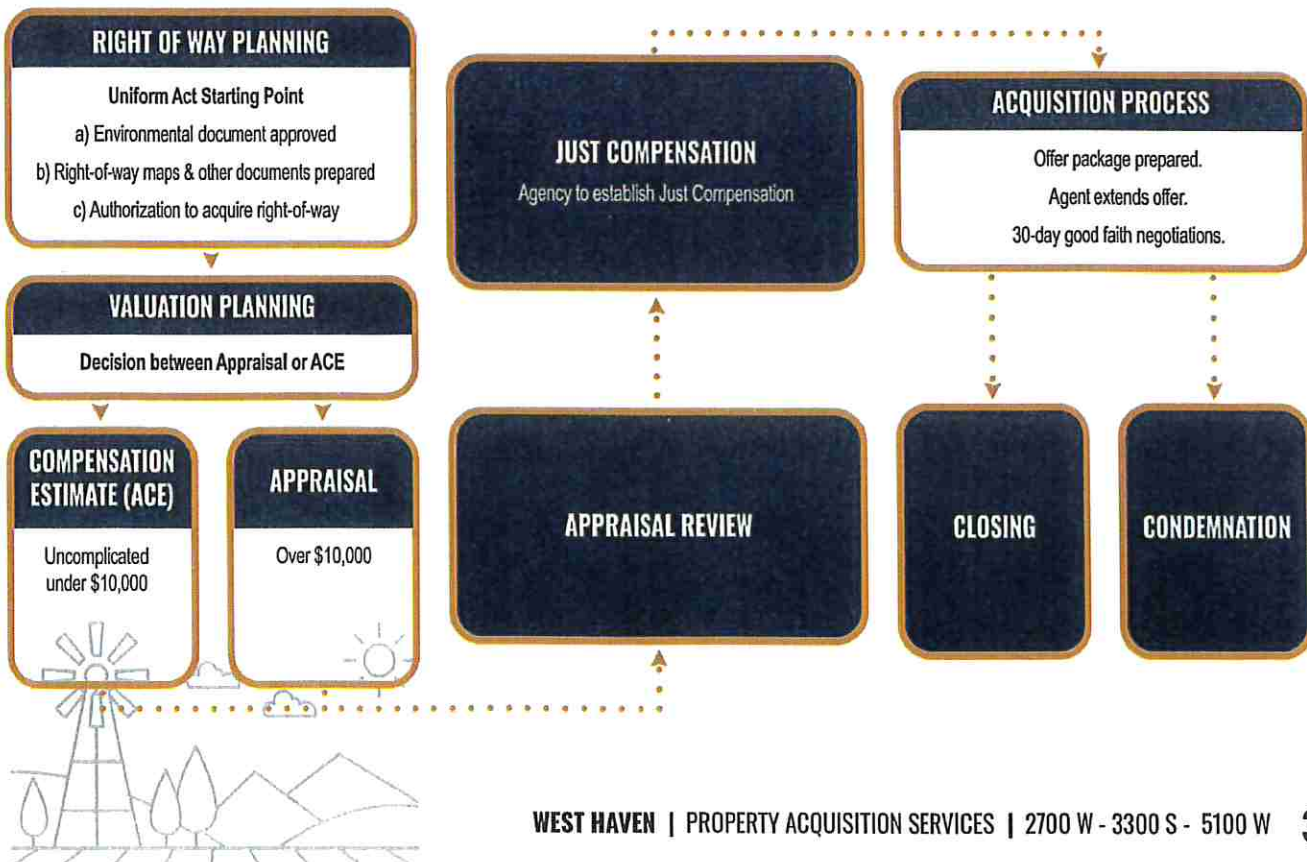
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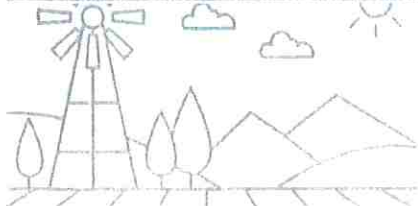


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TASK	COST PER PARCEL
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ROW Acquisitions	\$2,500
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TOTAL \$32,500 (13 parcels)

ADDITIONAL SERVICES <i>(as needed)</i>	COST PER PARCEL
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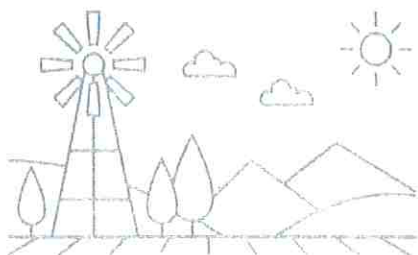
Appraisals without severance damages	\$3,000
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Appraisals with severance damages	\$4,000
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Review Appraisals	\$900
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Administrative Compensation Estimates (ACE)	\$800
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Title / Closing Services	\$1,000 per transaction - amount is based on purchase price. Does not include loan fees, lender fees or rollback tax fees.
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STAFF REPORT

TO: City Council
FROM: Matt Jensen
DATE: June 29, 2023
SUBJECT: Additional FLOCK Camera Locations



BACKGROUND

Council approved five additional FLOCK camera locations in the FY 2024 Budget. Representatives from FLOCK met with Lt. Jeffries of WCSO and city manager Matt Jensen to review possible locations. This report shows these locations and asks Council approval in order to prepare a contract.

ANALYSIS

The initial order of FLOCK cameras were installed at the following locations:

- 3500 W 4000 S – Eastbound facing
- 3700 W 4000 S – Westbound facing
- 4700 W 4000 S – Southbound facing
- 2550 S 1900 W – Westbound facing
- 1100 W 2100 S – Southbound facing

To expand our coverage, the following five locations are proposed for this year's installations:

- Midland Drive & Hinckley – Southbound facing
- 3600 S & Hinckley – Southbound facing
- 3500 W & 2800 S – Southbound facing
- 1900 W & 2100 S – Southbound facing
- 4700 W & 3300 S – Southbound facing

FLOCK has provided the following links for maps of the installations:

Current locations - <https://planner.flocksafety.com/public/09deff34-8600-4389-b6c0-1815c3b5eb1c>

Proposed locations - <https://planner.flocksafety.com/public/7f884d51-2092-44a7-b196-5a7a2ba5479c>

CONSIDERATION

Staff asks for feedback and approval of these new locations in order to prepare a contract.



Purchasing Audit Q4 - FY2023 (Apr-Jun)

Dept	Requestor	Product/Services	Process	Amount	Approved	Comment
Parks	B. Randall	Picnic Table order for Tuscan Park	State Contract	\$ 10,781.13	04/13/23	Big T Recreation - State Contract MA2568
Public Works	S. Venstra	Crack Seal Bid	RFB	\$ 93,300.00	04/17/23	Advanced Paving - Council Approval
Comm Dev	S. Phippen	Public Outreach - General Plan	RFP	\$ 44,500.00	05/03/23	Awarded to WCG with Council Approval
Parks	B. Randall	Trail crack seal & surface treatment	Contract Pricing	\$ 40,157.78	05/09/23	Anderson Asphalt. Same cost as City contract for streets.
Admin	E. Green	Council Wall Display	Sole Source	\$ 3,385.00	05/16/23	Davis Signs Utah. No other respondents
Parks	B. Randall	Master Plan - Country Park & Windsor Park	RFP	\$ 18,635.00	05/17/23	Awarded to G Brown Design with Council Approval
Public Works	S. Venstra	3300 S Road Improvement - Phase 2	RFB	\$ 2,584,969.00	05/17/23	Awarded to Staker Parsons. Low bid
Parks	B. Randall	Prevedel Concrete Work	RFB	\$ 22,200.00	06/15/23	Awarded to Cement Heads, Inc. Low bid
Parks	B. Randall	Prevedel Paving Work	RFB	\$ 49,807.00	06/22/23	Awarded to Staker Parsons. Low bid
Parks	B. Randall	Prevedel Fencing	RFB	\$ 36,134.00	06/22/23	Awarded to Rocky Mountain Fence. Low bid

prepared 6/29/2023