



CENTERVILLE CITY

250 North Main • Centerville, Utah 84014-1824 • (801) 295-3477 • Fax: (801) 292-8034

Incorporated in 1915

Mayor

Paul A. Cutler

City Council

Ken S. Averett

Tamilyn Fillmore

John T. Higginson

Stephanie Ivie

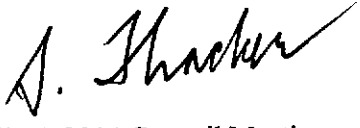
Lawrence Wright

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Cutler
City Council
cc: Department Heads
Planning Commission
from: Steve H. Thacker, City Manager
subject: City Manager's Summary of April 15, 2014 Council Meeting
date: April 11, 2014



5:00 Work Session -- The City Council will meet at 5 p.m. in a work session for two purposes: 1) a presentation from URMMA (Utah Risk Management Mutual Association) and 2) a "big picture" budget session, including historical trends and future projections of expenditures and revenues and other issues with significant budget impact. URMMA reps will explain their risk management philosophy and services and how these affect Centerville City. Following the URMMA topic, the City Council will be allowed to get dinner in the kitchen before continuing the work session.

7:00 Regular City Council Meeting

E.1. Minutes Review and Acceptance -- The minutes to be approved are enclosed.

E.2. Summary Action Calendar

- a. **Accept easements** -- These are easements relating to the Pasture Business Park Project.
- b. **Purchase of water system software upgrade** -- The City's Water Division uses Wonderware software for the telemetry system that monitors and operates the culinary water system. This upgrade (cost of \$12,680.25) is recommended by the Public Works Director with the support of an ad hoc committee that reviewed the need for this purchase at this time, as explained in the staff report. There is sufficient budget in the Water Fund for this purchase, but City Council approval is needed because the amount exceeds \$10,000.

E.3. Public Hearing—Zone Map Amendment (Rezone) -- This rezone pertains to two parcels—total of 0.85 acre--located at approximately 1984 North and 2000 North on 400 West. The Planning Commission recommended approval of rezone from A-L (Agricultural-Low) to R-L (Residential-Low). Many residents opposing the rezone attended the Planning Commission hearing; therefore, I anticipate a fair number attending the City Council public hearing on this matter.

E.4. Public Hearing—Zoning Ordinance Text Amendment -- This amendment—initiated by staff—would alter building street frontage and landscaping buffer requirements for corner lots in the South Main Street Corridor. The Planning Commission recommended approval. These proposed changes were the result of staff's review of a development proposal for a corner lot in this corridor.



- E.5. **Financial Report for period ending March 31, 2014** – Blaine Lutz, Finance Director/Assistant City Manager, prepared this report for the first nine months of the current fiscal year. He also provides a comparison with the same period last fiscal year.
- E.6. **2014 Budget Amendments** – As typical during a fiscal year, staff recommend several amendments affecting revenues and expenditures in the General Fund Budget. The proposed amendments affect several departments. The only amendment, however, requiring the appropriation of General Fund Balance pertains to funding for the 2014 Street Projects. Much of the budget authority for street maintenance contracts in the current Budget has been used to pay for street contracts that carried over from the prior fiscal year into the current fiscal year. Therefore, staff recommend Council appropriate a portion of the General Fund Balance to restore funding for the 2014 Street Projects to the level intended when the current Budget was adopted.
- E.7. **Award Bid for 2014 Street Paving Projects** – Approval of the Budget Amendments in the item above is necessary before the City Council can award a bid for street paving work. Staker Parson Co. is the low bidder in the amount of \$289,150. Four of the five bidders are bunched closely together and are well below the Engineer's Estimate. This paving contract is just one of several components of street contract work funded in the current Budget. In an earlier meeting, the City Council awarded a bid for approximately \$153,000 for crack seal and slurry seal work and the City has paid its match for the Parrish & Main Intersection Project. A sum of \$60,000 is also being reserved to pay Bountiful City for including a portion of 400 East in their project.
- E.8. **Mayor's Report** – Mayor Cutler may want to report on one or more topics of interest.
- E.9. **City Manager's Report** – I will report on my recent discussions with property owners and a UTA rep about the potential relocation of bus stops in connection with the Parrish & Main Intersection Project.
- E.10. **Training re conduct of meetings** – City Attorney Lisa Romney will provide some training intended to enhance the decision-making process in council meetings.
- E.11. **Continue drainage system study presentation** – Fred Philpot of Lewis, Young, Robertson, Burningham will continue his presentation of the drainage system impact fee analysis and rate study. He made his initial presentation on March 4, but due to a lack of time, had to be continued to a future meeting. Drainage impact fees were last increased in the mid-1990's; and monthly fees—for stormwater and subsurface drainage—have not increased since these were originally implemented in 1999 and 2001, respectively.
- E.12. **Miscellaneous Business** – No specific topics are shown under this heading, but this allows for miscellaneous matters to be mentioned.
- E.13. **Closed Meeting, if necessary** – At this time I am not aware of a need for a closed meeting, but the agenda allows for that possibility.
- E.14. **Appointments to City Boards/Committees** – Mayor Cutler may recommend appointments to City boards or committees.

Potential Agenda Items for May 6 regular City Council Meeting (subject to change):

- Submittal of City Manager's Proposed Budget for FY 2015
- Zoning Code amendment re: beekeeping

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON April 15, 2014 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council of Centerville 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 meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. Upon request, a citizen may obtain (without charge) the City Manager's memo summarizing the agenda business, or may read this memo on the City's website: <http://centervillepublic.novusagenda.com/>.

Tentative - The times shown below are tentative and are subject to change during the meeting.
Time:

- 5:00 Work Session: URMMA Presentation and FY 2015 Budget Work Session
- 7:00 A. ROLL CALL
(See City Manager's Memo for summary of meeting business)
- B. PLEDGE OF ALLEGIANCE
- C. PRAYER OR THOUGHT
Blaine Lutz
- 7:05 D. OPEN SESSION (This item allows for the public to comment on any subject of municipal concern, including agenda items that are not scheduled for a public hearing. Citizens are encouraged to limit their comments to two (2) minutes per person. Citizens may request a time to speak during Open Session by calling the City Recorder's office at 295-3477, or may make such request at the beginning of Open Session.) Please state your name and city of residence.
- E. BUSINESS
- 7:10 1. Minutes Review and Acceptance
Review and accept April 1, 2014 work session, regular City Council meeting and closed meeting minutes.
- 7:10 2. Summary Action Calendar
 - a. Accept storm drainage, waterline and public utility easements for the Pasture Business Park Project located at approximately 1275 North 1300 West.

b. Approve purchase of software update from Wonderware West in the amount of \$12,680.25, used for monitoring and operating the City's culinary water system.

- 7:15 3. **Public Hearing - Zone Map Amendment (Rezone) - 1984 North 400 West and 2000 North 400 West**
Consider Zone Map Amendment (rezone) for parcels located at approximately 1984 North 400 West and 2000 North 400 West from A-L (Agricultural-Low) to R-L (Residential-Low) - Ordinance No. 2014-08
- 7:35 4. **Public Hearing - Zoning Ordinance Text Amendment - Building Street Frontage in SMSC**
Consider Zoning Ordinance Text Amendments regarding building street frontage requirements for corner lots and landscaping buffer requirements in the South Main Street Corridor (SMSC) Zone (Section 12-48-150 and Table 12-48-3) - Ordinance No. 2014-09
- 7:40 5. **Financial Report for period ending March 31, 2014**
- 7:50 6. **Consider Resolution 2014-10 Amending 2014 Budget (current fiscal year)**
a. Public Hearing on proposed amendments
b. Consider Resolution No. 2014-10 amending the FY 2014 Budget
- 7:55 7. **Award bid to Staker Parson Co. in the amount of \$289,150 for 2014 Street Paving projects**
- 8:00 8. **Mayor's Report**
- 8:10 9. **City Manager's Report**
a. Bus stop locations
- 8:15 10. **Council Training - Robert's Rules of Order**
Training and discussion regarding order of business for agenda items and Robert's Rules of Order
- 8:30 11. **Continue presentation and discussion of drainage impact fee analysis and rate study**
- 9:30 12. **Miscellaneous Business**
- 9:35 13. **Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended**
- 9:35 14. **Possible action following closed meeting, including appointments to boards and committees**

F. ADJOURNMENT

Items of Interest (i.e., newspaper articles, not items on agenda)

CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No.

Short Title: Work Session: URMMA Presentation and FY 2015 Budget Work Session

Initiated By:

Scheduled Time: 5:00

SUBJECT

- a. URMMA will meet with the Council to explain their risk management/insurance program
- b. FY 2015 budget work session--a review of historical trends, future projections and significant issues with budget impact.

RECOMMENDATION

- a. Listen to presentation from URMMA and ask pertinent questions to understand their risk management program and how it affects Centerville City.
- b. Listen to staff presentation and ask questions about "big picture" issues pertaining to the City's budget.

BACKGROUND

- a. URMMA reps will attend the first part of the work session to explain their mission statement, organization and services, how their risk management program differs from traditional insurance, etc. This portion of work session is intended to take about 20 minutes. To prepare for this topic, Council Members are encouraged to read the attached documents--"Mission Statement" and "Introduction to URMMA"--as well as the "Insurance Premiums Demystified" article in the URMMA Newsletter, also attached.
- b. Following the URMMA topic, the City Council will take a brief break to get some dinner provided in the kitchen, then reassemble for the remainder of work session, which will be an educational briefing about the budget "big picture"--i.e. historical trends and future projections of revenues and expenditures; and significant issues with budget impact.

ATTACHMENTS:

Description

- ☐ Mission Statement
- ☐ Intro to URMMA
- ☐ URMMA Newsletter



MISSION STATEMENT

The Utah Risk Management Mutual Association (URMMA) welcomes the membership of those Utah municipalities dedicated to improving their communities through the prevention and control of loss who are willing to commit time, effort and funds to protect their citizens, employees and public resources. To these ends, the Association will:

1. Assist its members to prevent and control loss by:
 - ▶ Identifying risk;
 - ▶ Reducing risk by training, education and risk transfer;
 - ▶ Adopting appropriate policies, procedures, programs and guidelines;
 - ▶ Sharing ideas and programs;
 - ▶ Controlling loss or further injury after an occurrence or claim.
2. Pool resources to spread the risk of loss where and when appropriate.
3. Protect against catastrophic loss.
4. Reduce costs by the joint purchase of protection and services whenever possible.
5. Maintain long-term financial stability by funding all obligations at responsible levels.
6. Improve the legal and risk management environment by proposing and supporting favorable legislative and regulatory changes.
7. Foster cooperation and joint action with other affected entities.
8. Require a high degree of commitment to the Association's risk management programs by all members.

The Association will emphasize risk management activities that improve our communities rather than insurance. It will strive for excellence in all areas of endeavor. Adequate staff or outside service providers will be hired to provide the services established by URMMA's governing body.

Each member is expected to actively participate in all areas of risk management and to implement the Association's programs. Programs and policies which generally promote responsibility and accountability of individual members are favored. Expenses shall be equitably allocated and shared among the members.



An Introduction to URMMA

Utah Risk Management Mutual Association (URMMA) is a pool that was formed by municipalities in the State of Utah for the purpose of providing a liability insurance program. URMMA was formed by Interlocal Agreement in 1985 and as such, is a governmental entity. URMMA's unique programs and philosophies were developed by our Board of Directors which consist of one representative from each of our Member cities. The following information will provide some highlights of URMMA's governance and programs.

Governance

- URMMA is totally governed by its Members. All philosophies, programs and practices are approved by our Board.
- Each Member has representation on the Board.

Philosophy

- URMMA's focus has always been on risk management activities that improve our communities first and insurance needs second.
- URMMA's programs are designed to emphasize Member accountability.
- Our risk management and educational services help reduce losses so that premiums remain low.
- Membership in URMMA requires a commitment to risk management.

Coverage

- URMMA provides **\$6,000,000 per occurrence coverage with no aggregate.**
- URMMA's third party liability coverage is very broad and includes bodily injury, property damage, personal injury, public officials errors and omissions and employees benefit liability.
- URMMA's coverage is also very dynamic. Last year our Board voted to add \$100,000 aggregate per member cyber liability coverage.
- Members have the option of purchasing auto physical damage coverage from URMMA for vehicles valued less than \$50,000.
- Members group purchase property insurance coverage through Moreton & Co.
- Property coverage includes \$200 million earthquake/flood coverage shared with other members. By group purchasing this coverage, members have received discounted coverage rates.
- Members are involved with claims throughout the resolution process. We look to our members for settlement authority for **EVERY** claim settlement.

Staff

- URMMA has the following staff who will work directly with your city employees:
 - ▶ Our claims adjuster will handle your claims.
 - ▶ Our claims and litigation manager is attorney who supervises and oversees claims and litigation.
 - ▶ Our risk manager will work directly with your employees to improve risk management in your city. He will also conduct an annual inspection of all departments in your city and provide a written report to your management.
 - ▶ Our education manager will conduct training to all of your employees at your city center. There are more than 50 training topics available.
 - ▶ Our administrative services manager works with your finance department on all invoices, loss reports, website interaction, certificates of insurance, etc.
 - ▶ Our administrative assistant maintains the claims files when a claim is filed against the City.
 - ▶ Our CEO is a former city manager who understands city government and works with our Board to carry URMMA's programs forward.
- All staff services are included in the annual premium. There is no additional charge for any of our services.

Accountability

- In an effort to promote accountability, URMMA claims are subject to a deductible based on the group to which the City is assigned.
- Losses are repaid to URMMA over a five year period.
- When losses are repaid in full, premiums are automatically reduced.
- As City employees focus on risk management, claims are reduced and cities can keep more of their funds in the city for other projects.



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2. Pool resources to spread the risk of loss where and when appropriate.
3. Protect against catastrophic loss.
4. Reduce costs by the joint purchase of protection and services whenever possible.
5. Maintain long-term financial stability by funding all obligations at responsible levels.
6. Improve the legal and risk management environment by proposing and supporting favorable legislative and regulatory changes.
7. Foster cooperation and joint action with other affected entities.
8. Require a high degree of commitment to the Association's risk management programs by all members.

The Association will emphasize risk management activities that improve our communities rather than insurance. It will strive for excellence in all areas of endeavor. Adequate staff or outside service providers will be hired to provide the services established by URMMA's governing body.

Each member is expected to actively participate in all areas of risk management and to implement the Association's programs. Programs and policies which generally promote responsibility and accountability of individual members are favored. Expenses shall be equitably allocated and shared among the members.



Utah Risk Management Mutual Association

In This Issue:

- ♦ Message from Board Chairman
- ♦ Annual Summer Conference & Board Meeting
- ♦ URMMA & Transparency
- ♦ 2014 Risk Management Conference
- ♦ How To Get The Most Out of Your URMMA Inspection
- ♦ Why Do I Have To Pay My Loss Back?? Insurance Premiums Demystified
- ♦ Sidewalk Trouble
- ♦ Does Your Job Description Include 'Claims Adjuster'?

The will
to win, the desire
to succeed,
the urge to reach
your full potential...
these are the keys
that will unlock
the door to
personal excellence.

Confucius

Risk Advisor

April 4, 2014

Issue 5

All,

I am looking forward to you attending our annual conference June 25-27 in Logan. Please make plans to attend and bring the appropriate employees from your city. We have many important issues to share and discuss. I hope that each city has set up a time for the URMMA staff to present to your city councils. If not, please contact Dean. Enjoy the Spring!



Mark Johnson
Board Chairman

Save the date:

June 25-27, 2014 Annual Summer Conference/Board Meeting

The Board voted to go to Logan— Watch for details at www.urmma.org

URMMA & Transparency

Transparency has become a favorite buzz-word in the political world, especially here in Utah. Interestingly, URMMA's philosophy has always been one of transparency and our policies and procedures reflect that philosophy. Let me explain.

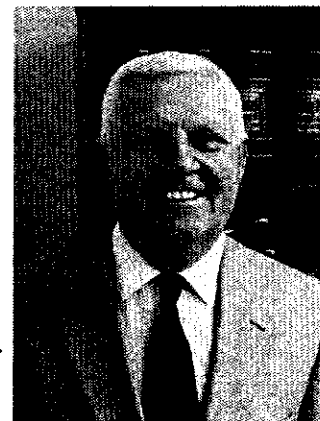
The budget is presented in a forthright manner so that members have a clear picture of the programs implemented and their associated costs. Likewise, the premium is a mirror image of those costs.

Each city can easily understand how their premium is calculated based on the following four categories:

1. Earned premium
2. Membership fees
3. Reinsurance premium (passed on to the reinsurer)
4. Recaptured loss

There are no games played. We do not attempt to "buy" business or play favorites. Therefore, no city pays a disproportionate share so that another city has a break or advantage. The member cities of URMMA are a true pool, sharing costs in an equal and proportionate way.

(cont'd on page 3)



Dean Steel, CEO

2014 Risk Management Conference

May 21-22, 2014— The Yarrow, Park City

***Save the Date!!!**



Featuring Dr. Marianne M. Jennings—
“What Do Government Agencies, Employees, and
Officials Miss About Ethics That Gets Them Into the
Headlines?”

Professor Marianne Jennings is an emeritus professor of legal and ethical studies in business from the W.P. Carey School of Business at Arizona State University, having retired in 2011 after 35 years of teaching there. She continues to teach graduate courses in business ethics at colleges around the country.



Dr. Daniel Chase —
“Restoring Honor of Public Service”

Dr. Chase earned an M.P.A. from BYU emphasizing in organization behavior and HR and is currently a doctoral candidate (ABD) at the University of Utah with a research emphasis on organizational and public leadership.



Camille Johnson, Esq. — Snow, Christensen & Martineau
“HR Update”

Ms. Johnson is a litigation partner whose practice primarily involves the defense of employment and pharmaceutical claims. She frequently represents URMMA cities in defending personnel claims.



Kellie G. Openshaw —
“Financial Security: It’s Not A Plan, It’s A Strategy”

Kellie G. Openshaw specializes in helping clients protect, build and preserve their wealth—while creating a strategy that allows them to spend and enjoy their money at all stages of life. She holds an undergraduate degree from the University of Utah and graduated from the Executive MBA program at BYU.

***Find complete details and registration information available April 15 on www.urmma.org**

(URMMA & Transparency continued from page 1)

Another example of transparency is the recaptured loss program. Losses are paid back as they occur. Losses above the deductible are paid back as a five-year interest free loan. Only the amounts expended on the claim are paid back. When there is a catastrophic loss which triggers the capped loss formula, it is clear what amount is shared by the pool from surplus, and what amount is paid back by the city.

URMMA Members have never been billed or called upon to pay for the losses of other cities.

I like this statement made by our broker, Mr. Kery Oldroyd, "You own the insurance company. Years ago great minds came together and devised a successful program, has put money in the bank, and serves your needs."

It has been a pleasant experience to visit your cities, share a few things about URMMA that makes it a great organization and leave a dividend equivalent to 20% of your 2013-14 earned premium and membership fees.

Thanks for all your efforts to make your cities better and to make URMMA a great indemnity pool.



Carl R. Parker
Loss Control Manager

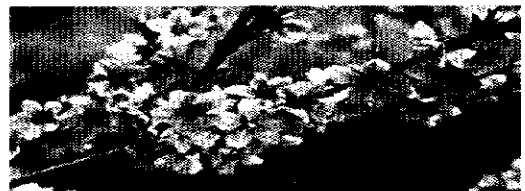
How to Get the Most Out of Your URMMA Inspection

As we all enjoy the coming of spring, it's time to consider how we can grow and improve our risk programs. The inspection was established to provide each entity with a measuring stick to determine how they compare against some basic risk areas. It is a time to bring all of your employees in any given department together to discuss risk management and how it applies to them.

We can talk and train about risk management all day long, but spending personal time, in the field, directly with the responsible employees by far has the most impact. How does what they do on a daily basis impact the city's risk culture? May I suggest the following ideas to maximize your inspection experience:

1. Involve as many employees as possible. Get the experience down to the folks. We need their ideas and help. Let's together develop many mini risk managers.
2. Determine ahead of time those areas where you need to pay particular attention.
3. Set meaningful individual goals.

Remember, this is not about success or failure based on a score, but steady growth and improvement for our communities.





Kathy Kenison
Administrative Services Mgr.

Why Do I Have to Pay My Loss Back??

Insurance Premiums Demystified

Over the last few months I've had a number of people ask me why URMMA Members have to repay their losses? Why doesn't their premium cover their losses? The truth is that losses are part of premium. To help me better explain this concept, I'd like to use an analogy of our personal insurance – car, home, etc.

What Do Commercial Premiums Include?

Have you every asked yourself what your insurance premium includes? Most people would say that it buys coverage for whatever they are insuring. That's certainly true. Insurance companies, like any business, have basic expenses: personnel costs, operational costs, claims costs and profit or increase in surplus. Insurance premiums are determined by estimating personnel and operational costs, and projecting losses, usually with the help of an actuarial (statistical) study. Because you are purchasing coverage for a time period in the future, i.e. the next 12 months, the actuary will look at previous losses, usually of the prior five years, and then make a statistical projection of what he thinks all losses for the company will be for the next 12 months. Since he only gets one opportunity to project losses for that year, he will project on the high side. The underwriters take these pieces of information – personnel costs, operational costs, profit projections and claims costs projections – and allocate a premium or portion of the total cost to each insured. This type of premium calculation is called prospective premium and is the most common type of premium in the insurance world. If you have high frequency or high severity of losses, the projections will be proportionately higher. Frequency and severity are key factors in premium projection.

What About Deductibles?

We all pay for ALL of our loss costs, whether we pay a deductible or not. Our personal insurance offers discounts or lower premiums if we are willing to take a higher deductible. Since the insured will pay the first dollars as deductible, the premium is reduced because the amount of money that the company will ultimately have to pay for any given loss is reduced, and they don't have to recoup as much money. Some companies offer no deductible and that sounds extremely appealing. Remember, you still have to pay the total cost of your loss. For plans where no deductible is charged, they simply include **ALL** of the loss in the premium calculation. The bottom line is that you have to collect at least as much as you are going to pay out in claims. There is no magic pot of gold that the company uses to pay the deductible portion.



(Insurance Premiums Demystified cont'd on page 5)

(Insurance Premiums Demystified cont'd from page 4)

What About Discounts?

As I watch the various television ads for insurance, I hear many claims: "15 minutes will save you 15% on your car insurance; change your insurance every few years to get the best bid; go accident free for a certain period of time and they will lower your deductible or give you some sort of 'safe driver rebate'". All of these advertising gimmicks are possible because of the high loss projection for prospective premium. Unfortunately, prospective premiums rarely decrease without a recession or some other major event. Instead, they use terms that make us feel good: rebates, dividends, incentives, lower premium quotes if you change carriers. The problem is that those incentives or rewards are short lived. When the market hardens, those types of discounts usually go away.



How is URMMA Different?

What Does the URMMA Premium Include?

URMMA premium includes the same elements that every insurance company has: personnel costs, operational costs, and loss expenses. But our Board of Directors (comprised of City Managers) wanted to find a way to pay for claims without having to charge a lot of money up front. Our policy asks Members to simply reimburse the claim funds that URMMA pays on their behalf. We do not project losses and aim high so that we will have enough to cover all losses for the year. Instead, we fund losses from a reserve fund and then ask the Members to reimburse the fund. The repayments are made at 20% per year over a five year period, interest free. The loss portion of the premium shows each city exactly which claims we have paid on their behalf, the amount of the claim, and the repayment amount for each year. Once all funds for a claim have been repaid, the loss portion of the premium is reduced. This type of premium calculation is called retrospective premium, meaning that losses are reimbursed rather than projected. At URMMA, we call it recaptured losses.

What About Deductibles?

URMMA Members have chosen to pay deductibles based on their group size. The deductible helps the city settle small claims and get them off the books. Remember, every insurance company includes ALL costs as part of the claim loss, whether part of it is paid as deductible or not. One of the great benefits according to our Board of Directors is that a deductible gets the city's attention about the loss. Rather than just blow it off as "something the insurance company takes care of," it brings the loss to the department's attention, especially if the city takes the deductible from the respective department's budget. This reduces the amount of money the department has for other uses. It brings home the point that all city employees should be actively involved in risk management.

(Insurance Premiums Demystified cont'd on page 6)

(Insurance Premiums Demystified cont'd from page 5)

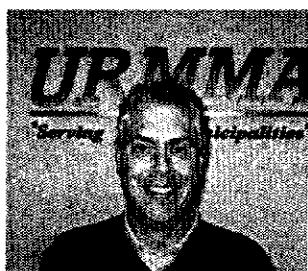
What About Discounts?

URMMA's Board has talked about charging a higher premium and then giving a dividend every year as a "feel good incentive," but they unanimously decided that they would rather keep the money in the city coffers and just have lower premiums. One of the values of retrospective premium is that you are paying exactly what the loss cost, not a higher projection. This keeps premiums low. Granted, you don't get the thrill of a dividend, but do you really want to pay more and get the reward later?

How Can A City Reduce Their Premium?

Since URMMA members pay their own losses rather than sharing everyone's losses, they have an opportunity to reduce their premium. We believe that a city can control their losses and keep their premium low. Our programs help them accomplish that task. If every employee in the city incorporates risk management into their job, they can reduce accidents and losses. Gordon Graham, a nationally recognized risk management speaker always says, "If it's predictable, it's preventable." Most, if not all losses are predictable and therefore preventable. Alert and careful employees can prevent losses and therefore reduce premiums.

Remember, **EVERY** insurance company has to charge enough to cover **ALL** their losses, or they will go out of business. Being proactive, incorporating risk management to reduce losses, is the most effective and long term way to reduce losses.



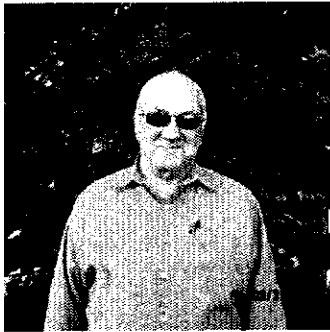
Paul Johnson

Claims & Litigation Mgr.

Sidewalk Trouble

Do any of your cities have rotten sidewalks? Crumbling, decrepit and defective sidewalks riddled with cracks, holes and deviations in elevation? Don't tell any plaintiffs attorneys, because the Utah Supreme Court just gave them a huge boost in their ability to nail us when a hapless, non-observant citizen biffs on one of our less-than-pristine sidewalks.

We have always had several good defenses when faced with a trip and fall case: We had no notice of the defect, therefore, no duty to repair it. The failure to repair was due to a high-level policy decision involving the allocation of funds to matters other than sidewalk repair, giving us immunity for the exercise of a discretionary function. The failure to repair was due to a failure to inspect or negligent inspection, for which we also have immunity. The victim was texting as he was walking and didn't pay attention to what was an open and obvious hazard, making his comparative negligence greater than 50%. (cont'd on page 8)



Lyle Kunz
Claims Adjuster

Claims Adjuster?

Very few people ever set out to be a claims adjuster. Those of you who work in Human Resources, Risk Management, Legal or City Administration probably never thought you would someday have "claims adjuster" as part of your job description.

Insurance has been around for a long time. The average person may think that insurance coverage is a relatively new concept that came along at about the same time as the industrial revolution. The concept of insurance has a history that can be traced back over a thousand years. Early ship builders and the whole shipping industry used a form of insurance to protect cargo that was damaged when ships would sink or when cargo had to be jettisoned to keep the boats afloat.

Insurance adjusting involves three steps that are then applied to three different areas of a claim. Those three steps are:

1. Investigating
2. Evaluating
3. Negotiating

The areas of a claim that these steps are applied to are:

1. Coverage
2. Liability
3. Damages



Coverage is the insurance contract between parties that determines what types of risks are going to be covered. Liability is determining who is responsible for the incident that has occurred. Damage is determining the value of the broken item, whether it be a damaged piece of furniture or a broken arm.

The most important part of your job as a claims adjuster is your ability to bring two parties of a dispute to a consensus and getting a claim settled. Sometimes it is easy to assess damage and negotiate a settlement. Sometimes it is difficult.

I commend those of you who are involved as claims adjusters and your ability to be peacemakers and bring claims to successful conclusions.

Strive not to be a success,
But rather to be of value.

Albert Einstein

Risk Advisor

Issue 5, Page 8

(Sidewalk Trouble cont'd from page 6)

Then there was an **occurrence** in Salt Lake City and a resultant Supreme Court decision (*Kerr v. SLC*) handed down in December. Here are the facts: There was a $\frac{3}{4}$ inch to $1\frac{1}{4}$ inch deviation between two sidewalk sections in front of an inn. The owner of the inn noticed that his laundry carts kept getting hung up on the deviation. He had his people call SLC. A public works person responded and saw the defect. Within 7 days of the initial notice, SLC gave an estimate to the inn that it would cost \$546 to replace, and the City would do it if the inn paid for it. According to the policy in effect, another alternative would be for the city to saw-cut the deviation to smooth it out, or if deemed hazardous enough, barricade it and then replace it at city cost. The day after SLC prepared the cost estimate, Mr. Kerr crashed and burned on the sidewalk. At trial, the inn owner testified that the defect had been there the entire time he owned the property, which was $1\frac{1}{2}$ years. The jury returned a verdict against the City.

The Supreme Court gave a lengthy and somewhat complex opinion on the matter when the city appealed. Without troubling you with the nitty gritty details of the opinion (your city attorney will be glad to do that for you), here are a few of the comments by the court that trouble me: There is no discretionary function immunity for decisions that are not made at a broad policy-making level. This had nothing to do with the City's allocation of funds, it was simply a decision by a lower-echelon employee implementing the policy. That is not a change in the law, but we have argued in the past that it's a discretionary function to decide where to spend tax dollars, including how much to spend on sidewalk repair. Also not new was the announcement that we could be charged with either *actual* notice or *constructive* notice. What is troubling is that the Court said that evidence that a defect existed for at least a year and a half was sufficient constructive notice. In other words, if a plaintiff can prove with concrete evidence that the problem has existed for awhile, we're on notice and have a duty to repair.



How many of you have terrible sidewalks that you know have existed for at least a $1\frac{1}{2}$ years? Fix them. (Kidding. That's impossible!)

Is the Court implying that we have to be the guarantors of the safety of all our citizens shuffling along our sidewalks? Not exactly, but some feel that it's a step in that direction. There is no sure way to avoid liability without fixing all the broken ones. But maybe there's some hope for us. It may be wise to consult with your city attorney on the advisability of taking an ordinance or resolution to your council adopting a policy on sidewalk repair which details the criteria for fixing them. Do not leave the determination of the hazardousness to an employee (Salt Lake's mistake). Get the Council to give you *more* money for sidewalk repair (we can all dream). Have an inspection program, with a priority listing of which problems will be fixed first. The priority criteria should be set forth in the Council's resolution.

This will not guarantee a win, and I'm afraid these types of cases are going to end up in the hands of juries, rather than being decided on a Motion for Summary Judgment. It would be really helpful to get a legislative fix in the Utah Governmental Immunity Act next January. Anybody interested in championing that cause? This issue is going to take some real study and discussion and will likely be a topic in our summer conference in June. Just don't let anybody fall in the meantime.

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No.

Short Title: (See City Manager's Memo for summary of meeting business)

Initiated By:

Scheduled Time:

SUBJECT

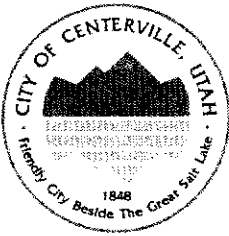
RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- D April 15, 2014 City Manager's Memo



CENTERVILLE CITY

250 North Main • Centerville, Utah 84014-1824 • (801) 295-3477 • Fax: (801) 292-8034

Incorporated in 1915

Mayor

Paul A. Cutler

City Council

Ken S. Averett

Tamilyn Fillmore

John T. Higginson

Stephanie Ivie

Lawrence Wright

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Cutler
City Council
cc: Department Heads
Planning Commission
from: Steve H. Thacker, City Manager
subject: City Manager's Summary of April 15, 2014 Council Meeting
date: April 11, 2014

5:00 Work Session – The City Council will meet at 5 p.m. in a work session for two purposes: 1) a presentation from URMMA (Utah Risk Management Mutual Association) and 2) a “big picture” budget session, including historical trends and future projections of expenditures and revenues and other issues with significant budget impact. URMMA reps will explain their risk management philosophy and services and how these affect Centerville City. Following the URMMA topic, the City Council will be allowed to get dinner in the kitchen before continuing the work session.

7:00 Regular City Council Meeting

E.1. Minutes Review and Acceptance – The minutes to be approved are enclosed.

E.2. Summary Action Calendar

- a. **Accept easements** – These are easements relating to the Pasture Business Park Project.
- b. **Purchase of water system software upgrade** – The City's Water Division uses Wonderware software for the telemetry system that monitors and operates the culinary water system. This upgrade (cost of \$12,680.25) is recommended by the Public Works Director with the support of an ad hoc committee that reviewed the need for this purchase at this time, as explained in the staff report. There is sufficient budget in the Water Fund for this purchase, but City Council approval is needed because the amount exceeds \$10,000.

E.3. Public Hearing—Zone Map Amendment (Rezone) – This rezone pertains to two parcels—total of 0.85 acre—located at approximately 1984 North and 2000 North on 400 West. The Planning Commission recommended approval of rezone from A-L (Agricultural-Low) to R-L (Residential-Low). Many residents opposing the rezone attended the Planning Commission hearing; therefore, I anticipate a fair number attending the City Council public hearing on this matter.

E.4. Public Hearing—Zoning Ordinance Text Amendment – This amendment—initiated by staff—would alter building street frontage and landscaping buffer requirements for corner lots in the South Main Street Corridor. The Planning Commission recommended approval. These proposed changes were the result of staff's review of a development proposal for a corner lot in this corridor.

- E.5. **Financial Report for period ending March 31, 2014** – Blaine Lutz, Finance Director/Assistant City Manager, prepared this report for the first nine months of the current fiscal year. He also provides a comparison with the same period last fiscal year.
- E.6. **2014 Budget Amendments** – As typical during a fiscal year, staff recommend several amendments affecting revenues and expenditures in the General Fund Budget. The proposed amendments affect several departments. The only amendment, however, requiring the appropriation of General Fund Balance pertains to funding for the 2014 Street Projects. Much of the budget authority for street maintenance contracts in the current Budget has been used to pay for street contracts that carried over from the prior fiscal year into the current fiscal year. Therefore, staff recommend Council appropriate a portion of the General Fund Balance to restore funding for the 2014 Street Projects to the level intended when the current Budget was adopted.
- E.7. **Award Bid for 2014 Street Paving Projects** – Approval of the Budget Amendments in the item above is necessary before the City Council can award a bid for street paving work. Staker Parson Co. is the low bidder in the amount of \$289,150. Four of the five bidders are bunched closely together and are well below the Engineer's Estimate. This paving contract is just one of several components of street contract work funded in the current Budget. In an earlier meeting, the City Council awarded a bid for approximately \$153,000 for crack seal and slurry seal work and the City has paid its match for the Parrish & Main Intersection Project. A sum of \$60,000 is also being reserved to pay Bountiful City for including a portion of 400 East in their project.
- E.8. **Mayor's Report** – Mayor Cutler may want to report on one or more topics of interest.
- E.9. **City Manager's Report** – I will report on my recent discussions with property owners and a UTA rep about the potential relocation of bus stops in connection with the Parrish & Main Intersection Project.
- E.10. **Training re conduct of meetings** – City Attorney Lisa Romney will provide some training intended to enhance the decision-making process in council meetings.
- E.11. **Continue drainage system study presentation** – Fred Philpot of Lewis, Young, Robertson, Burningham will continue his presentation of the drainage system impact fee analysis and rate study. He made his initial presentation on March 4, but due to a lack of time, had to be continued to a future meeting. Drainage impact fees were last increased in the mid-1990's; and monthly fees—for stormwater and subsurface drainage--have not increased since these were originally implemented in 1999 and 2001, respectively.
- E.12. **Miscellaneous Business** – No specific topics are shown under this heading, but this allows for miscellaneous matters to be mentioned.
- E.13. **Closed Meeting, if necessary** – At this time I am not aware of a need for a closed meeting, but the agenda allows for that possibility.
- E.14. **Appointments to City Boards/Committees** – Mayor Cutler may recommend appointments to City boards or committees.

Potential Agenda Items for May 6 regular City Council Meeting (subject to change):

- Submittal of City Manager's Proposed Budget for FY 2015
- Zoning Code amendment re: beekeeping

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No.

Short Title: Blaine Lutz

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No. 1.

Short Title: Minutes Review and Acceptance

Initiated By:

Scheduled Time: 7:10

SUBJECT

Review and accept April 1, 2014 work session, regular City Council meeting and closed meeting minutes.

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ☐ 4-1-14 Work Session Minutes
- ☐ 4-1-14 City Council Minutes
- ☐ 4-1-14 City Council Closed Meeting Minutes

PRELIMINARY DRAFT

Minutes of the Centerville City Council **work session** held Tuesday, March 1, 2014 at 5:00 p.m. at the Whitaker Museum, 168 North Main Street, and City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Paul A. Cutler

Council Members Ken S. Averett
Tamilyn Fillmore
John T. Higginson
Stephanie Ivie
Lawrence Wright

STAFF PRESENT

Steve Thacker, City Manager
Blaine Lutz, Finance Director/Assistant City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Assistant
Judge David Miller, Centerville Municipal Court
Neal Worsley, Centerville Police Chief
Randy Randall, Public Works Director
Katie Rust, Recording Secretary

WHITAKER MUSEUM BOARD

Spence Packer, Chair
Nancy Smith, Vice Chair
Diane Chamberlain
Bridget Lee

OTHERS PRESENT

Lisa Sommer, Museum Director
Lisa Buckmiller, Docent
Dorothy Hope, Docent
Marilyn Jensen, Docent

WHITAKER MUSEUM BOARD BUDGET PRESENTATION

Following a welcome by Spence Packer, Chair of the Whitaker Museum Board, and a prayer offered by Councilman Higginson, the Council and staff were served a light dinner at the Whitaker Museum. Docent Dorothy Hope briefly described her experiences at the Whitaker Museum and reported on the number of volunteer hours that have been contributed by members of the community. Docent Marilyn Jensen presented a history of the Whitaker family and the Whitaker home, and reported visitor statistics for the Museum. Docent Lisa Buckmiller, who also works for the Utah Division of State History, explained that Centerville's willingness to match grant funds, and the City's follow-through with grant projects, is appreciated by the Division of State History. A slideshow was shown highlighting tours and events at the Museum. Lisa Sommer, Museum Director, reported on events at the Whitaker Museum in the past year as well as events planned for the coming year.

Chair Packer reported on grant activity, and explained that the Board is interested in participating in the 2015 Centennial Celebration. He suggested the theme of "Through the Ages" and described the Board's idea that they highlight different aspects of the City's history at the Museum each month in 2015. Mayor Cutler responded the Council would support Museum Board members playing an active part on the Centennial Committee. Chair Packer said the Whitaker Museum Board has discussed the possibility of hosting a book signing for the Centennial Book.

1 Lisa Sommer explained the need for a sign in front of the Museum. Vice Chair Nancy
2 Smith described some of the Board's long-term goals. Lisa Sommer expressed appreciation to
3 City staff for their support.
4

5 At 5:50 p.m. the Council left the Whitaker Museum and returned to City Hall for the
6 remainder of the work session, which resumed at 6:05 p.m.
7

8 **COURT PRESENTATION**
9

10 Judge David Miller expressed appreciation for the opportunity to serve in Centerville,
11 and answered questions from the Council regarding operations of the Court. He reported that
12 revenues of the Court exceed expenses. Judge Miller and Chief Worsley discussed challenges
13 specific to Centerville at this time.
14

15 **POLICE DEPARTMENT PRESENTATION**
16

17 Police Chief Neal Worsley reviewed the Police Department's mission statement, staffing
18 structure, and strategic goals. He expressed a desire for the Police Department to be able to be
19 more proactive in the community, and explained that the requested additional officer would help
20 make that possible. Councilman Wright asked if the Chief has considered adding a part-time
21 employee who could focus on completing paper work for the existing officers to give them more
22 time on the street. Chief Worsley responded that completing office work has not been a
23 problem. The Department needs another trained and certified officer to cover street shifts.
24 Councilman Higginson commented it would be helpful for the Council to have statistics and
25 ratios of police officers to residents to consider. Chief Worsley responded that information is
26 being compiled and will be supplied to the Council as part of the budget process. Councilman
27 Wright stated his opinion that the Department should consider utilizing reserve officers to save
28 money and still provide the type of policing needed. In response to a question asked by
29 Councilwoman Fillmore, Chief Worsley explained that currently when an officer is not able to fill
30 a shift, another officer, who possibly already worked a full day, is brought in to fill the shift, and
31 overtime is paid. Chief Worsley briefly explained the Department's equipment needs included in
32 the 2014-2015 Budget request. He reported that he has researched the idea of leasing police
33 vehicles and found that, in the long-run, leasing is more expensive than purchasing. He will
34 have further information on lease versus purchase in the future. Councilman Wright stated he
35 feels it is important for planning purposes that an accurate list of Police Department assets be
36 available.
37

38 **PUBLIC WORKS DEPARTMENT PRESENTATION**
39

40 Randy Randall, Public Works Director, updated the Council on Public Works Department
41 vehicle needs, and suggested the City should budget funds (\$50,000 per year) to eventually
42 upgrade the water telemetry operating system. He presented the Street Department 2014-2015
43 Equipment Expense Request, and answered questions from the Council.
44

45 **ADJOURNMENT**
46

47 Mayor Cutler adjourned the work session at 6:56 p.m.
48

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11

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

PRELIMINARY DRAFT

1 Minutes of the Centerville **City Council** meeting held Tuesday, April 1, 2014 at 7:00 p.m. in the
2 Centerville City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

6 Mayor Paul A. Cutler

8 Council Members Ken S. Averett
9 Tamilyn Fillmore
10 John T. Higginson
11 Stephanie Ivie
12 Lawrence Wright

STAFF PRESENT

14 Steve Thacker, City Manager
15 Blaine Lutz, Finance Director/Assistant City Manager
16 Lisa Romney, City Attorney
17 Cory Snyder, Community Development Director
18 Bruce Cox, Parks and Recreation Director
19 Katie Rust, Recording Secretary

VISITORS

21 Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

PRAYER OR THOUGHT

25 Steve Thacker, City Manager

OPEN SESSION

29 William Ince – Mr. Ince asked for an update regarding UTOPIA, and asked for the City's
30 position on legislation that did not pass in the Legislature recently regarding utility fees.

32 Mayor Cutler responded he will provide an update later in the meeting regarding
33 UTOPIA. Macquarie is expected to provide their report later in April. Regarding the legislation,
34 Mayor Cutler stated that the Utah League of Cities and Towns unanimously took the stand that
35 it is not a State government's responsibility to control a local municipality's ability to institute a
36 utility and charge a fee for that utility.

MINUTES REVIEW AND ACCEPTANCE

40 The minutes of the March 18, 2014 Council meeting, and March 19, 2014 work session
41 and regular City Council meeting were reviewed. Councilman Higginson made a **motion** to
42 approve all three sets of minutes. Councilwoman Ivie seconded the motion, which passed by
43 unanimous vote (5-0).

SUMMARY ACTION CALENDAR

- 46
47 a. Approve UDOT Betterment Agreement relating to Main & Parrish Intersection Project
48 b. Adopt Resolution No. 2014-10 approving the Amendment to Animal Control Services
49 Agreement between Centerville City and Davis County
50

1 Steve Thacker, City Manager, asked that the Council include the authority for staff to
2 negotiate a possible slight revision regarding ongoing responsibility of the betterments to the
3 approval of item (a) on the Summary Action Calendar. Councilman Wright requested an update
4 on the fees related to item (b) on the Summary Action Calendar, and specifically asked about
5 the bill received last year by the City for removal of bats at Stewart Elementary. Mr. Thacker
6 reported that the bill from last year was adjusted to reflect a fee per incident rather than per
7 animal. Councilman Wright stated he feels the School District, not the City, should cover
8 expenses related to District property. Councilwoman Fillmore made a **motion** to approve both
9 items on the Summary Action Calendar, giving authority for staff to negotiate maintenance
10 language in the Betterment Agreement with UDOT relating to the Main & Parrish Intersection
11 Project. Councilman Higginson seconded the motion, which passed by unanimous vote (5-0).

12
13 **ASSIGNMENT AND ASSUMPTION AGREEMENT FOR LEGACY CROSSING LOT**

14 **403**

15
16 Lisa Romney, City Attorney, explained the Assignment and Assumption Agreement
17 request, and recommended that approval be subject to actual purchase of Lot 403 by Jensnt
18 Legacy, LLC. Councilman Higginson made a **motion** to approve the Assignment Agreement
19 between the City and Jensnt Legacy, LLC for Lot 403 of the Legacy Crossing Development and
20 require the Assignment Agreement to be recorded against the property prior to issuance of a
21 building permit for Lot 403, subject to the purchase of Lot 403 by Jensnt Legacy, LLC.
22 Councilman Wright seconded the motion, which passed by unanimous vote (5-0).

23
24 **PUBLIC HEARING – ZONING ORDINANCE TEXT AMENDMENT – FENCES AND**
25 **WALLS, SETBACKS, R-M ZONE**

26
27 Cory Snyder, Community Development Director, explained the proposed Zoning
28 Ordinance Text Amendment, which was initiated by Bruce and Nancy Smith to bring their
29 property in compliance with the zoning code. The Planning Commission has reviewed and
30 recommended the changes, which introduce the definition of side-yard to corner lots, and
31 reduce the six-foot fencing setback from 20 feet to 18 feet in the R-M Zone. Mr. Snyder
32 answered questions from the Council and drew a diagram to illustrate corner lot setbacks.

33
34 Mayor Cutler opened a public hearing at 7:40 p.m., and closed the public hearing when
35 no one indicated a desire to speak.

36
37 Councilman Higginson made a **motion** to approve Ordinance No. 2014-07 amending
38 Section 12-12-040 of the Centerville Zoning Ordinance regarding definition of corner lot and
39 street side yard, amending Table 12-32-1 regarding setback standards for street side yards in
40 the R-M Zone, and amending Subsection 12-55-110(b) regarding fences and wall, based on the
41 findings recommended by the Planning Commission. Councilwoman Ivie seconded the motion.

42
43 ***Findings:***

- 44
45 a. The application was found to be complete for review by the Planning Commission
46 and approval by the City Council.
47 b. The proposed text amendment meets the factors to be considered for an amendment
48 found in Section 12-21-080(e) of the Zoning Ordinance.
49 c. The change was found to be consistent with the General Plan.
50 d. A setback of 18 feet is consistent with parking requirements to allow for a vehicle to
51 be parked in a driveway.

1 Councilwoman Fillmore stated she feels the amendment improves the definition of
2 corner lot, but feels the Council should stick clearly to the justification that was stated by the
3 Planning Commission. She stated she does not feel comfortable solving a code enforcement
4 problem with an ordinance change, unless the ordinance change makes sense. Councilwoman
5 Fillmore made a motion to amend the original motion to add to Table 12-32-1 the statement
6 that the 18-foot setback begins from back of sidewalk or property line, whichever is deeper into
7 the property. The motion to amend failed for lack of second. The original motion passed by
8 majority vote (3-2), with Council members Averett and Fillmore dissenting.
9

10 **DISCUSSION REGARDING OWNERSHIP OF THE CENTENNIAL CELEBRATION**
11 **BOOK**
12

13 Centerville was established as a municipality in 1915. In preparation for the Centennial
14 celebration in 2015 a Centennial Book Committee was formed. The Council and staff discussed
15 ownership of the Centennial Celebration Book. Lisa Romney, City Attorney, recommended that
16 someone other than the City own rights to the book, with the City donating a portion of the
17 funding. Councilman Wright mentioned that a lot of material for the book has been donated by
18 the Whitaker Museum, and expressed concern about giving up the rights to that material. He
19 asked if the Whitaker Museum could hold the rights to the book. Mayor Cutler responded both
20 the Whitaker Museum and the Centerville Community Foundation have been considered, but
21 both would have the same liability difficulties as the City. Councilman Wright commented it is
22 his understanding the Community Foundation is a separate corporation that would not have to
23 comply with the same municipal requirements as the City. Mayor Cutler recommended the
24 Centennial Book be treated similar to previous books about Centerville, with rights owned by the
25 authors. Councilman Higginson expressed that whoever does the bulk of the work should own
26 the copyright. City Manager Thacker stated his concern that if the City owns the rights, there
27 would be pressure for the City to come up with whatever printing costs are not received through
28 fundraising and book sales. The City would be required to bid the printing of the book. Mr.
29 Thacker suggested that Carr Printing retain the rights, since Mr. Carr is on the Book Committee
30 and has been involved with the pre-printing process. He feels there is an advantage in keeping
31 the pressure on those who have risk in the project, rather than counting on the City to be the
32 stop-gap. The City Council has approved up to \$10,000 for the book at this point.
33

34 Councilman Wright stated that he is sure the Committee will only print the number of
35 books they are certain can be sold. Mayor Cutler responded that the nature of the printing
36 business is to print first, and then market and sell the product. Lisa Romney stated that the
37 Book Committee has indicated they are fine with either copyright situation. Councilman Averett
38 stated he was under the impression that the Book Committee will be looking to the City to be the
39 stop-gap. He stated that book sales will be best with books printed and ready for purchase.
40 Councilman Higginson stated he would like the Book Committee to do what they can to solicit
41 as much donation as possible to minimize the financial risk to the City. Councilwoman Fillmore
42 stated Centerville has a strong volunteer spirit, and she feels when the City gets too involved it
43 is easy for the volunteer spirit to get dampened. She would like the City to keep a distance and
44 lean towards those who put in the work to retain responsibility. Councilman Wright stated that
45 the motivation for the volunteers on the Committee is not to maintain ownership of the copyright;
46 the motivation is to celebrate the City. He proposed that by having the City take responsibility
47 for the book, assurance would be given that their work will continue with continuity. Councilman
48 Wright does not want to send a negative, unsupportive signal. Councilwoman Ivie stated she is
49 torn, and would like to make sure Mr. Carr is comfortable with whatever is decided. Councilman
50 Averett stated he feels the City should retain control of the book. He said he thinks the
51 Foundation is a great idea, and would also not want to see Mr. Carr cut out of the deal through

1 the City bidding process. Staff will meet again with the Book Committee to discuss the matter
2 further.

3 4 MAYOR'S REPORT

5
6 Mayor Cutler presented a brief history of UTOPIA, and lessons learned since 2004 when
7 UTOPIA was formed. He also presented a financial update of UTOPIA to the Council.
8 Councilman Wright stated he remembers the City approving the initial \$85 million bond, but
9 does not remember the City approving the additional \$100 million. Mayor Cutler responded with
10 an explanation of why the \$185 million was required. Mayor Cutler showed the operating
11 subsidy with and without litigation costs, and explained efforts to reduce the operating
12 expenses. He showed comparative data regarding miles of fiber currently placed versus miles
13 of fiber needing to be placed in Centerville and the other UTOPIA cities, as well as take rate
14 information for each of the UTOPIA cities. He reported on discussions held between mayors of
15 UTOPIA cities, and showed graphs of cash flow assessment scenarios. Mayor Cutler stated
16 that all of the mayors will be asking their city councils to pay operating assessments through
17 September 2014.

18 19 CLOSED MEETING

20
21 At 8:47 p.m. Councilman Wright made a **motion** to move into a closed meeting to
22 discuss the Ellison v. Centerville City litigation and upcoming mediation conference.
23 Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0). In attendance
24 were: Paul A. Cutler, Mayor; Council members Averett, Fillmore, Higginson, Ivie, and Wright;
25 Steve Thacker, City Manager; Blaine Lutz, Finance Director/Assistant City Manager; Lisa
26 Romney, City Attorney; Dennis Ferguson, Attorney with Williams & Hunt; Bruce Cox, Parks and
27 Recreation Director; and Katie Rust, Recording Secretary.

28
29 The Council returned to regular meeting at 9:57 p.m. after a short recess.

30 31 PARKS AND RECREATION BUDGET PRESENTATION

32
33 Bruce Cox, Parks and Recreation Director, reported that the park impact fee fund
34 (known officially as the Parks Capital Improvement Fund) has grown to over \$300,000, which
35 will fund several phases of the six-acre Community Park expansion. He expressed his feelings
36 in favor of extending the RAP tax next year to fund improvements to existing parks. Mr. Cox
37 explained that the irrigation systems for all City parks can be connected to a central irrigation
38 control this year, due to UTOPIA. Councilwoman Fillmore asked if Wi-Fi would be possible in all
39 City parks. Mr. Lutz responded that providing Wi-Fi in the parks would be fairly low cost and
40 easy to do. Councilman Averett suggested the City post signs informing park visitors that Wi-Fi
41 is available. Mr. Cox reported that repair of the City Hall roof is included in his 3-year budget
42 projections.

43 44 APPOINTMENT

45
46 Mayor Cutler recommended Loren Pankratz be reappointed to the Parks Committee.
47 Councilman Wright made a **motion** to reappoint Loren Pankratz to the Parks Committee for a
48 three-year term. Councilwoman Fillmore seconded the motion, which passed by unanimous
49 vote (5-0).
50

MAYOR'S REPORT (CONTINUED)

- The Mayor reported on a recent meeting with Trinity Industries.
- Mayor Cutler updated the Council on utility bill adjustments, and reported that the Mayor has authority to make exceptions for hardship cases for solid waste as well as water billing.
- The Council may meet in a work session on April 29th to discuss UTOPIA. The Mayor asked Council members to submit three to five names of citizens who could be involved in an education effort regarding upcoming UTOPIA decisions.

CITY MANAGER'S REPORT

- Mr. Thacker reported that staff has supplied the Taxpayer Advocate Office with everything requested to expedite the 501(c)3 application for the Centerville Community Foundation. A Taxpayer Advocate Office employee will be contacting him again on April 14th.
- Mr. Thacker provided a tentative work session calendar for April through early June.

Councilman Wright made a **motion** to table remaining items on the agenda to the next meeting. Councilwoman Fillmore seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 10:27 p.m. Councilman Wright made a **motion** to adjourn the meeting. Councilman Higginson seconded the motion, which passed by unanimous vote (5-0).

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No. 2.

Short Title: Summary Action Calendar

Initiated By:

Scheduled Time: 7:10

SUBJECT

- a. Accept storm drainage, waterline and public utility easements for the Pasture Business Park Project located at approximately 1275 North 1300 West.
- b. Approve purchase of software update from Wonderware West in the amount of \$12,680.25, used for monitoring and operating the City's culinary water system.

RECOMMENDATION

- a. Accept Storm Drainage and Public Utility Easement and Waterline and Public Utility Easement for the Pasture Business Park located at approximately 1275 North 1300 West.
- b. Approve purchase of water system telemetry software update from Wonderware West in the amount of \$12,680.25.

BACKGROUND

a. The Pasture Business Park is in the process of obtaining final site plan approval and building permits for the Pasture Business Park located at approximately 1275 North 1300 West. As a condition of approval, the developer is required to grant two easements to the City for storm drainage facilities, culinary waterlines, and public utilities. The developer has provided signed versions of the attached easements and Staff recommends the City Council accept these easements and direct the City Recorder to sign and record the same.

b. Centerville City Water Division utilizes a telemetry system for daily operations. The telemetry system consists of 3 core components:

- 1) Software (HMI - human machine interface)
- 2) Hardware (SCADAs, RTUs, modems, sensors, solenoids, switches, workstations/servers,)
- 3) Communication Transmission (phone line, radio, cell, fiber)

Before the days of telemetry, monitoring of the water system was a laborious, time consuming process. Daily operations required onsite inspections at every pump house, reservoir and well. A log was kept of the inspections and the data was used to create monthly reports required by the county and state.

Centerville first took advantage of a modern telemetry system in 1989. Since then it has continuously evolved through creative design and programming. Over the last decade, the Water Division has highly customized their telemetry system to monitor and operate the water system. This includes: water production/distribution/storage, fluoride/chlorine treatment, energy management, data archiving, and auto-generated reports. The heart of this customization is in the HMI software.

The HMI software Centerville Water Division uses is called Wonderware. The Wonderware version Centerville currently uses only runs on Windows XP, **an operating system that Microsoft no longer supports (as of April 8)**. The computers running Wonderware are connected to the Centerville City Computer Network. Computer networks with access to the internet are vulnerable to cyber attacks, but are mitigated with software updates. When software, and especially an operating system, is unsupported and has stopped providing security updates, security vulnerability increases dramatically.

Due to the recent decision by Microsoft to end XP support, the Water Division is requesting to update their Wonderware software with a version that will be supported on current operating systems. The Water Division has not updated their HMI software in 10 years.

Prior to the end of XP support on April 8, the Public Works Director placed an order for the software update, considering this an emergency in order to minimize the security threat to the telemetry system that monitors and operates the water system. In response, the City Manager organized a meeting of selected managerial and technical staff and an IT consultant to review the prudence of proceeding with this purchase. On April 4, this group met--consisting of the City Manager, Mayor Cutler, Public Works Director, Water Division Supervisor, the City's IT Specialist, GIS Specialist, and an IT consultant used by the City (Blaine Clegg). The consensus of the group was to proceed with the software update. The group also discussed the long-range possibility of using fiber as well as the current radio transmission approach for communication among the components of the telemetry system. This purchase does **not** foreclose the possibility of using fiber at some point in the future.

The current Water Fund Budget includes \$15,000 for telemetry system upgrades, therefore there is sufficient budget authority for this expenditure. However, the City's Procurement Policy states that equipment purchases over \$10,000 must be approved by the City Council.

For the Council's information, City staff have also recently purchased several computers and replaced the XP operating system on a number of computers at City Hall and Public Works with updated versions in order to minimize the security risk associated with the end of support for the XP operating system. These purchases, however, are also funded within the existing approved budgets of several departments and do not meet the threshold requiring City Council approval.

ATTACHMENTS:

Description

- D Storm Drainage and Public Utility Easement
- D Waterline and Public Utility Easement

WHEN RECORDED, MAIL TO:

Centerville City
Attn: City Recorder
250 North Main
Centerville, Utah 84014

Affects Parcel No.: 06-003-0049

STORM DRAINAGE AND PUBLIC UTILITY EASEMENT

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned Grantor, **SALMON HVAC, LLC**, a Utah limited liability company, hereby grants, conveys, sells and sets over unto **CENTERVILLE CITY**, a municipal corporation of the State of Utah, as Grantee, its successors, assigns, licensees and franchisees, a perpetual right-of-way and easement to lay, maintain, operate, repair, inspect, protect, install, remove and replace storm drainage and other public utility structures and facilities, hereinafter called the "Facilities," said right-of-way and easement being situated in Davis County, State of Utah, over and through a parcel of Grantor's land, which easement is more particularly described as follows:

15-foot wide storm drainage and public utility easement

BEGINNING AT A POINT LOCATED ON THE EASTERLY RIGHT OF WAY LINE OF THE EXISTING 1250 WEST STREET, SAID POINT BEING LOCATED NORTH 00°00'11" WEST ALONG THE SECTION LINE 598.17 FEET AND WEST 1152.41 FEET FROM THE SOUTHEAST CORNER OF SECTION 1, TOWNSHIP 2 NORTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN, AND RUNNING THENCE: NORTH 02°08'33" EAST ALONG SAID WESTERLY RIGHT OF WAY LINE 697.72 FEET TO THE SOUTHERLY ROW OF 1275 NORTH STREET; THENCE SOUTH 89°57'31" EAST 494.99 FEET ALONG SAID ROW TO THE NORTHWESTERLY RIGHT OF WAY LINE OF LEGACY HIGHWAY KNOWN AS UDOT PROEJCT NO. 0067; THENCE ALONG THE ARC OF A 744.44 FOOT NON-TANGENT CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 1°15'17" A DISTANCE OF 16.30 FEET (CHORD BEARS SOUTH 23°05'32" WEST 16.30 FEET); THENCE NORTH 89°57'31" WEST 474.15 FEET; THENCE SOUTH 02°08'33" WEST 683.26 FEET; THENCE NORTH 87°51'27" WEST 15.00 FEET TO THE POINT OF BEGINNING. CONTAINS 17,626 SQ.FT. (0.40 ACRES)

To have and to hold the same unto said Grantee, its successors and assigns, perpetually, with right of ingress and egress in said Grantee, its officers, employees, agents, contractors and assigns to enter upon the above described property with such equipment as is necessary to install, construct, maintain, operate, repair, inspect, protect, remove and replace said Facilities. During construction periods, Grantee and its contractors may use such portions of the property

along and adjacent to said right-of-way and easement as may be reasonably necessary in connection with the construction or repair of the Facilities. The contractor performing the work shall restore all property, through which the work traverses to as near its original condition as is reasonably possible. Grantor shall have the right to use said premises except for the purpose for which the right-of-way and easement is granted to the Grantee, provided such use shall not interfere with the Facilities, or with Grantee's use thereof, or any other rights provided to the Grantee hereunder.

Grantor shall not build or construct, or permit to be built or constructed, any building or other improvement over or across said right-of-way and easement, nor change the contour thereof, without the written consent of Grantee. This right-of-way and easement grant shall run with the land and shall be binding upon and inure to the benefit of the Grantor and Grantee and their respective heirs, representatives, successors and assigns.

IN WITNESS WHEREOF, the Grantor has executed this right-of-way and easement this _____ day of _____, 2014.

"GRANTOR"
SALMON HVAC, LLC

By: _____
Craig Salmon

Its: _____
Member/Manager

ACKNOWLEDGMENT

STATE OF UTAH)
 :SS
COUNTY OF DAVIS)

On the _____ day of _____, 2014, personally appeared before me **Craig Salmon**, who being by me duly sworn, did say that he is the Member/Manager of Salmon HVAC, LLC, a Utah limited liability company, and that said instrument was signed on behalf of said limited liability company by authority of its operating agreement and signed on behalf of said limited liability company.

Notary Public

My Commission Expires:

Residing at:

Accepted for Recordation by Centerville City:

Marsha L. Morrow, City Recorder

Date

WHEN RECORDED, MAIL TO:

Centerville City
Attn: City Recorder
250 North Main
Centerville, Utah 84014

Affects Parcel No.: 06-003-0049

WATERLINE AND PUBLIC UTILITY EASEMENT

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned Grantor, **SALMON HVAC, LLC**, a Utah limited liability company, hereby grants, conveys, sells and sets over unto **CENTERVILLE CITY**, a municipal corporation of the State of Utah, as Grantee, its successors, assigns, licensees and franchisees, a perpetual right-of-way and easement to lay, maintain, operate, repair, inspect, protect, install, remove and replace culinary water pipelines and related facilities and other public utility structures and facilities, hereinafter called the "Facilities," said right-of-way and easement being situated in Davis County, State of Utah, over and through a parcel of Grantor's land, which easement is more particularly described as follows:

10-foot wide waterline and public utility easement

BEGINNING AT A POINT LOCATED ON THE EASTERLY RIGHT OF WAY LINE OF THE EXISTING 1250 WEST STREET, SAID POINT BEING LOCATED NORTH 00°00'11" WEST ALONG THE SECTION LINE 933.76 FEET AND WEST 1139.85 FEET FROM THE SOUTHEAST CORNER OF SECTION 1, TOWNSHIP 2 NORTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN, AND RUNNING THENCE: NORTH 02°08'33" EAST ALONG SAID EASTERLY RIGHT OF WAY LINE 10.00 FEET; THENCE SOUTH 89°52'32" EAST 19.57 FEET; THENCE NORTH 21.33 FEET; THENCE EAST 15 FEET; THENCE SOUTH 31.36 FEET; THENCE NORTH 89°52'32" WEST 4.83 FEET; THENCE SOUTH 00°07'28" WEST 34.76 FEET; THENCE WEST 10.00 FEET; THENCE NORTH 00°07'28" EAST 34.78 FEET; THENCE NORTH 89°52'32" WEST 20.11 FEET TO THE POINT OF BEGINNING.
CONTAINS 1,015 SQ.FT. (0.023 ACRES)

To have and to hold the same unto said Grantee, its successors and assigns, perpetually, with right of ingress and egress in said Grantee, its officers, employees, agents, contractors and assigns to enter upon the above described property with such equipment as is necessary to install, construct, maintain, operate, repair, inspect, protect, remove and replace said Facilities. During construction periods, Grantee and its contractors may use such portions of the property along and adjacent to said right-of-way and easement as may be reasonably necessary in connection with the construction or repair of the Facilities. The contractor performing the work shall restore all property, through which the work traverses to as near its original condition as is reasonably possible. Grantor shall have the right to use said premises except

for the purpose for which the right-of-way and easement is granted to the Grantee, provided such use shall not interfere with the Facilities, or with Grantee's use thereof, or any other rights provided to the Grantee hereunder.

Grantor shall not build or construct, or permit to be built or constructed, any building or other improvement over or across said right-of-way and easement, nor change the contour thereof, without the written consent of Grantee. This right-of-way and easement grant shall run with the land and shall be binding upon and inure to the benefit of the Grantor and Grantee and their respective heirs, representatives, successors and assigns.

IN WITNESS WHEREOF, the Grantor has executed this right-of-way and easement this _____ day of _____, 2014.

"GRANTOR"
SALMON HVAC, LLC

By: _____
Craig Salmon

Its: _____
Member/Manager

ACKNOWLEDGMENT

STATE OF UTAH)
 :SS
COUNTY OF DAVIS)

On the _____ day of _____, 2014, personally appeared before me **Craig Salmon**, who being by me duly sworn, did say that he is the Member/Manager of Salmon HVAC, LLC, a Utah limited liability company, and that said instrument was signed on behalf of said limited liability company by authority of its operating agreement and signed on behalf of said limited liability company.

Notary Public

My Commission Expires:

Residing at:

Accepted for Recordation by Centerville City:

Marsha L. Morrow, City Recorder

Date

CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No. 3.

Short Title: Public Hearing - Zone Map Amendment (Rezone) - 1984 North 400 West and 2000 North 400 West

Initiated By: Howard A. Turner and Spencer Packer, Petitioners/Applicants

Scheduled Time: 7:15

SUBJECT

Consider Zone Map Amendment (rezone) for parcels located at approximately 1984 North 400 West and 2000 North 400 West from A-L (Agricultural-Low) to R-L (Residential-Low) - Ordinance No. 2014-08

RECOMMENDATION

Adopt Ordinance No. 2014-08 amending the Centerville City Zoning Map by changing the zoning of approximately 0.85 acres of real property located at 1984 North 400 West and 2000 North 400 West from A-L (Agricultural-Low) to R-L (Residential-Low) based on the findings recommended by the Planning Commission.

BACKGROUND

On March 26, 2014, the Planning Commission reviewed and recommended for approval the proposed rezone of property from Agricultural-Low (A-L) to Residential-Low (R-L). The Staff Transmittal Report for this application is attached.

ATTACHMENTS:

Description

- ☐ 04-01-2014 Staff Transmittal Report
- ☐ Ordinance No. 2014-08
- ☐ 03-26-2014 PC Staff Report Turner Rezone
- ☐ 03-26-2014 Turner Backup Material
- ☐ 03-26-2014 PC Minutes for Rezone 1984 N 400 W & 2000 N 400 W

**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

STAFF TRANSMITTAL REPORT

DATE: APRIL 01, 2014
TO: STEVE THACKER, CITY MANAGER
FROM: CORVIN M. SNYDER, AICP, COMMUNITY DEVELOPMENT DIRECTOR

PETITIONERS: HOWARD A. TURNER
2025 NORTH 95 WEST
CENTERVILLE, UT 84014

SPENCER PACKER
1259 WEST 75 NORTH
CENTERVILLE, UT 84014
(hichief@msn.com)

PROPERTY OWNER(s): HOWARD A. TURNER
2025 NORTH 95 WEST
CENTERVILLE, UT 84014

TIFFANY E. & LANCE TEMPEST
1984 NORTH 400 WEST
CENTERVILLE, UT 84075
(lance.tempest@gmail.com)

PROPERTIES: PARCEL 07-072-0114 (0.35 ACRES)
PARCEL 07-072-0115 (0.50 ACRES)

LAND USES: SINGLE FAMILY HOME & VACANT

APPLICATION: ZONING MAP AMENDMENT REQUEST TO REZONE
FROM AGRICULTURAL-LOW (A-L) TO RESIDENTIAL-
LOW (R-L)

RECOMMENDATION: APPROVE THE REQUEST FOR REZONE TO R-L

BACKGROUND

In the past, the subject parcels were divided and subsequently sold to other parties (*apparently a few times*) without proper approval from Centerville City. Thus, City Ordinances only recognize

the existence of one parcel (.85 ac) with only one residential development right. Additionally, one of the divided properties (.35 ac) has already exercised this right with the construction of a single family home.

Another party now desires to purchase the vacant divided lot (.50 ac) and construct another residential structure. Consequently, in order to develop a second dwelling, the original lot needs to be properly subdivided and install the required infrastructure in order to establish another dwelling. Due to the original size of these divided tracts (.85 acres), there is not a sufficient amount of land area to meet the minimum lot size requirement of ½ acre for the Agricultural-Low (A-L) Zone. If the R-L were approved, the lot size requirement reduces to four (4) units per acre and hence there would be sufficient opportunity to subdivide the land into two lots. Additionally, the existing dwelling, which is currently situated on an illegal undersize lot (.35 where .50 is required by the A-L Zone), would then become a conforming lot size within the R-L Zone.

RECOMMENDATION

On March 26, 2014, the Planning Commission recommended to the City Council the following amendment to the Centerville City Zoning Map:

Rezone the following parcels from Agricultural-Low (A-L) to Residential-Low (R-L):

- a. **PARCEL 07-072-0114 (0.35 ACRES)**
- b. **PARCEL 07-072-0115 (0.50 ACRES)**

Suggested Reasons for the Action (Findings):

1. The Planning Commission finds that the proposed rezone meets the criteria found in Section 12-21-080(e) of the Zoning Ordinance.
2. The Planning Commission finds that the rezone request is consistent with the goals of the General Plan found in Section 12-480-5, as reviewed in the Planning Staff Report.
3. The Planning Commission finds that the subject parcels were divided and subsequently sold to other parties (*apparently a few times*) without proper approval from Centerville City.
4. The Planning Commission finds that City Ordinances only recognize the existence of one parcel (.85 ac) with only one residential development right.
5. The Planning Commission finds that another party desires to purchase the vacant divided lot (.50 ac) and construct another residential structure.
6. The Planning Commission finds that in order to develop a second dwelling, the original lot needs to be properly subdivided and install the required infrastructure to establish another house.
7. The Planning Commission finds that due to the original size of these divided tracts (.85 acres), there is not sufficient amount land area to meet the minimum lot size requirement of ½ acre for the Agricultural-Low (A-L) Zone.
8. The Planning Commission finds that if the R-L were approved, the lot size requirement reduces to four (4) units per acre and hence there would be sufficient opportunity to subdivide the land into two lots.
9. The Planning Commission finds that, upon a future subdivision approval, the parcel with the existing dwelling, which is currently situated on an illegal undersize lot (.35 where

.50 is required by the A-L Zone), would then become a conforming lot size within the R-L Zone.

Planning Commission Vote (6-0):

Commissioner	Yes	No	Not Present
Hirschi (Chair)	X		
Hirst			X
Holman	X		
Johnson	X		
Kjar	X		
Merrill	X		
Randall	X		

ORDINANCE NO. 2014-08

AN ORDINANCE AMENDING THE CENTERVILLE CITY ZONING MAP BY CHANGING THE ZONING OF APPROXIMATELY 0.85 ACRES OF CERTAIN REAL PROPERTY AS DESCRIBED HEREIN FROM AGRICULTURAL-LOW (A-L) TO RESIDENTIAL-LOW (R-L)

WHEREAS, the City is authorized to enact a zoning map consistent with the purposes set forth in the Utah Land Use Development and Management Act, as more particularly provided in *Utah Code Ann.* §§ 10-9a-101, *et seq.*, as amended, and the City is further authorized to make amendments to such zoning map in accordance with procedures set forth in *Utah Code Ann.* § 10-9a-503, as amended; and

WHEREAS, in accordance with applicable provisions of Utah law and the goals of the Centerville City General Plan for the subject property as set forth in Section 12-480-5, Neighborhood 4, Northwest, the City Council desires to amend the Centerville City Zoning Map to rezone the subject property from Agricultural-Low (A-L) to Residential-Low (R-L) as more particularly provided herein; and

WHEREAS, the proposed amendments to the Centerville City Zoning Map as set forth herein have been reviewed by the Planning Commission and the City Council and all appropriate public noticing and hearings have been provided and held in accordance with Utah law to obtain public input regarding the proposed revisions to the City Zoning Map.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Zone Map Amendment. The real property located at approximately 1984 North 400 West and 2000 North 400 West in Centerville City, consisting of approximately 0.85 acres, as more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference, is hereby rezoned and changed from Agricultural-Low (A-L) to Residential-Low (R-L) and the Centerville City Zoning Map is correspondingly amended as described herein.

Section 2. Findings. The rezone of the subject property to Residential-Low (R-L) and corresponding amendment to the Centerville City Zoning Map is based on the following findings:

1. The City Council finds that the proposed rezone meets the criteria found in Section 12-21-080(e) of the Zoning Ordinance.
2. The City Council finds that the rezone request is consistent with the goals of the General Plan found in Section 12-480-5, as reviewed in the Staff Reports.
3. The City Council finds that the subject parcels were divided and subsequently sold to other parties (*apparently a few times*) without proper approval from Centerville City.
4. The City Council finds that City Ordinances only recognize the existence of one parcel (.85 ac) with only one residential development right.
5. The City Council finds that another party desires to purchase the vacant divided lot (.50 ac) and construct another residential structure.

6. The City Council finds that in order to develop a second dwelling, the original lot needs to be properly subdivided and install the required infrastructure to establish another house.
7. The City Council finds that due to the original size of these divided tracts (.85 acres), there is not sufficient amount land area to meet the minimum lot size requirement of ½ acre for the Agricultural-Low (A-L) Zone.
8. The City Council finds that if the R-L were approved, the lot size requirement reduces to four (4) units per acre and hence there would be sufficient opportunity to subdivide the land into two lots.
9. The City Council finds that, upon a future subdivision approval, the parcel with the existing dwelling, which is currently situated on an illegal undersize lot (.35 where .50 is required by the A-L Zone), would then become a conforming lot size within the R-L Zone.

Section 3. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 4. Effective Date. This Ordinance shall become effective upon publication or posting, or thirty (30) days after passage, whichever occurs first.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS _____ DAY OF APRIL, 2014.

ATTEST:

CENTERVILLE CITY

Marsha L. Morrow, City Recorder

By: _____
Mayor Paul A Cutler

Voting by the City Council:

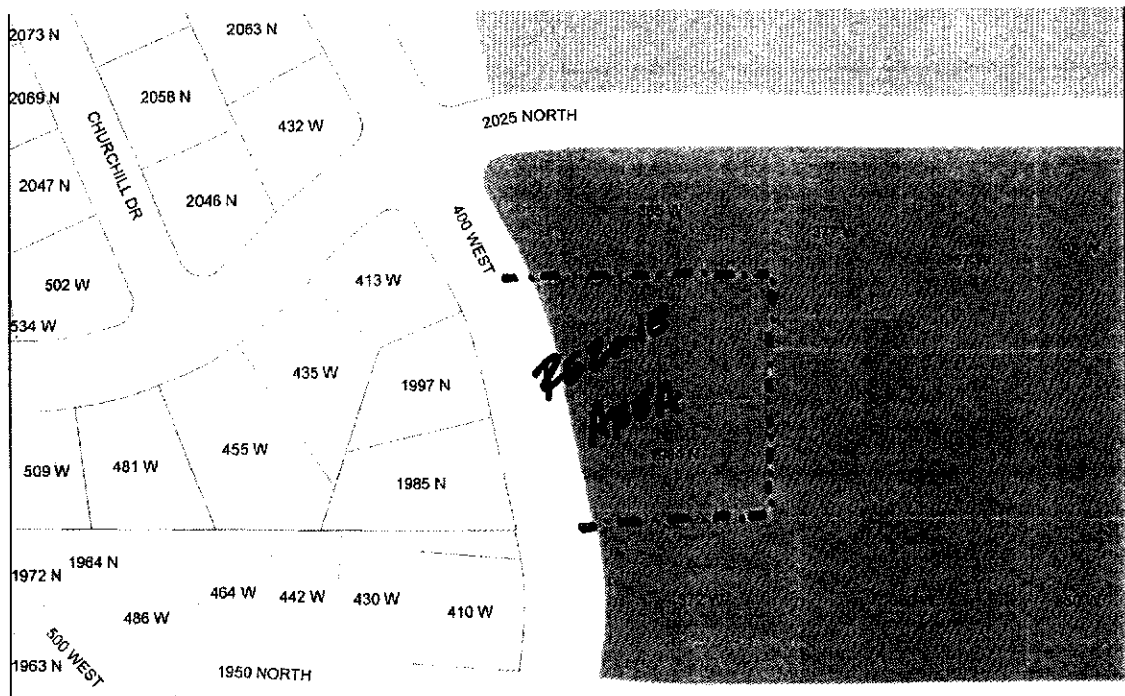
	"AYE"	"NAY"
Councilmember Averett	_____	_____
Councilmember Fillmore	_____	_____
Councilmember Higginson	_____	_____
Councilmember Ivie	_____	_____
Councilmember Wright	_____	_____

EXHIBIT A

Rezone Property Description

Parcel No. 07-072-0114 (0.35 acres)

Parcel No. 07-072-0115 (0.50 acres)



**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

**STAFF REPORT
AGENDA: ITEM 1**

PETITIONERS: **HOWARD A. TURNER
2025 NORTH 95 WEST
CENTERVILLE, UT 84014**

**SPENCER PACKER
1259 WEST 75 NORTH
CENTERVILLE, UT 84014
(hichief@msn.com)**

PROPERTY OWNER(s): **HOWARD A. TURNER
2025 NORTH 95 WEST
CENTERVILLE, UT 84014**

**TIFFANY E. & LANCE TEMPEST
1984 NORTH 400 WEST
CENTERVILLE, UT 84075
(lance.tempest@gmail.com)**

PROPERTIES: **PARCEL 07-072-0114 (0.35 ACRES)
PARCEL 07-072-0115 (0.50 ACRES)**

LAND USES: **SINGLE FAMILY HOME & VACANT**

APPLICATION: **ZONING MAP AMENDMENT REQUEST TO REZONE
FROM AGRICULTURAL-LOW (A-L) TO
RESIDENTIAL-LOW (R-L)**

RECOMMENDATION: **APPROVE THE REQUEST FOR REZONE**

BACKGROUND

In the past, the subject parcels were divided and subsequently sold to other parties (*apparently a few times*) without proper approval from Centerville City. Thus, City Ordinances only recognize the existence of one parcel (.85 ac) with only one residential development right. Additionally, one of the divided properties (.35 ac) has already exercised this right with the construction of a single family home.

Another party now desires to purchase the vacant divided lot (.50 ac) and construct another residential structure. Consequently, in order to develop a second dwelling, the original lot needs to be properly subdivided and install the required infrastructure in order to establish another dwelling. Due to the original size of these divided tracts (.85 acres), there is not a sufficient amount of land area to meet the minimum lot size requirement of ½ acre for the Agricultural-Low (A-L) Zone. If the R-L were approved, the lot size requirement reduces to four (4) units per acre and hence there would be sufficient opportunity to subdivide the land into two lots. Additionally, the existing dwelling, which is currently situated on an illegal undersize lot (.35 where .50 is required by the A-L Zone), would then become a conforming lot size within the R-L Zone.

REVIEW AND ANALYSIS OF THE REQUEST FOR R-L ZONING

Factors to be Considered

The deciding entity must consider four (4) factors when making a recommendation and a final decision for a zone map amendment. These required factors are found in Section 12-21-080(e) of Centerville City's Zoning Ordinance. Staff's review and conclusions for these factors are provided below:

1. Is the proposed amendment consistent with the goals, objectives and policies of the City's General Plan? The parcels are located within Neighborhood 4, Northwest Centerville [12-480-5];

- [Plan Statement] ***"Issue: Future land uses and transitions between different land uses"***
 - **Goal** – *"Establish appropriate land-use patterns and land use transitions"*
 - **Policy** – *"Only compatible land uses shall be located adjacent to each other, as outlined in the Land-Use Hierarchy Standards section of this Ordinance."*
 - **Staff's Conclusion** – Low (i.e. less than 4 units/ac) to medium (i.e. 4-8 units/ac) are deemed compatible transitions (see Land Use Hierarchy Standards of the Neighborhood Plan). Therefore, the request from A-L to R-L is consistent with the Neighborhood Plan.
- [Plan Statement] ***"Issue – Semi-rural areas (i.e. north of Jennings Lane); such areas do not qualify as true rural residential, which typically consist of 5 acres per dwelling. Historical planning practices show that [1/2 to 1 acre] is too small."***
 - **Goal** – *"Preserve existing areas of semi-rural residential for current property owners"*
 - **Policy** – *"Amend zone text to create overlay or other designation establishing a boundary for area to be preserved as semi-residential."*
 - **Staff's Conclusion** – A semi-rural overlay has not been applied to the area being reviewed and no such overlay has been enacted, not even in the 2003 Zoning Code Update for the entire City. The preservation of semi-rural was intended to preserve agricultural uses on parcels larger

than one-acre lots. The preservation was also limited to current property owners (*assuming then some owners were interested*) and was not intended to limit future development of the entire neighborhood. Thus, staff believes that leaving the property in an A-L Zone, which allows ½ acre lots, is not consistent with this semi-rural idea.

➤ [Plan Statement] **“Residential Densities/Development.”**

- **Statement** – “The maximum density allowed on residential property is as follows...”
 - [listed directive] – “The base density for all of Centerville will be a maximum of 4 units/acre” (additional density is allowed in relation to the distance to specified services).
- **Staff’s Conclusion** – The request for R-L, which allows up to 4 units per gross acre, is consistent with the base density stated by the Plan.

2. Is the proposed amendment harmonious with the overall character of existing development in the vicinity of the subject property?

- **Staff Response:** The area is primarily developed with single-family dwelling lots (*some larger some smaller*), particularly all around the *super-block* that the parcels are a part of. Interior to this super-block is an island of under-utilized agricultural space. Staff believes that the rezone and likely subsequent subdivision into two lots would be consistent and typical with the development pattern of this super-block area.

3. What is the extent to which the proposed amendment may adversely affect adjacent property?

- **Staff’s Response:** To repeat, the subject parcels were divided and subsequently sold to other parties (*apparently a few times*) without proper approval from Centerville City. Right now, the properties are in an illegal development status and if the situation is not rezoned, it will likely have a direct effect on the current and future usability of these properties. This in turn then possibly affects the monetary value and assessments related to the land. If so, then it could negatively affect the surrounding values and assessments. The mitigation of such negative consequences is one of the primary justifications for adopting subdivision and zoning regulations.

4. What is the adequacy of facilities and services intended to serve the subject property?

- **Staff Response:** The area is already developed with numerous homes and all related utility services are readily available to support the R-L Zone request.

PLANNING STAFF RECOMMENDATION

Suggested Motion for an amendment to the Centerville City Zoning Map – I hereby make a motion for the Planning Commission to recommend to the City Council the following amendment to the Centerville City Zoning Map:

Rezone the following parcels from Agricultural-Low (A-L) to Residential-Low (R-L):

- a. **PARCEL 07-072-0114 (0.35 ACRES)**
- b. **PARCEL 07-072-0115 (0.50 ACRES)**

Suggested Reasons for the Action (Findings):

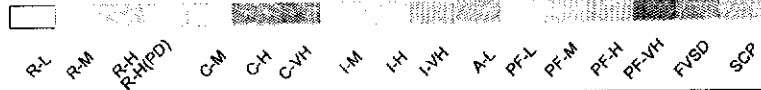
1. The Planning Commission finds that the proposed rezone meets the criteria found in Section 12-21-080(e) of the Zoning Ordinance.
2. The Planning Commission finds that the rezone request is consistent with the goals of the General Plan found in Section 12-480-5, as reviewed in the Planning Staff Report.
3. The Planning Commission finds that the subject parcels were divided and subsequently sold to other parties (*apparently a few times*) without proper approval from Centerville City.
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8. The Planning Commission finds that if the R-L were approved, the lot size requirement reduces to four (4) units per acre and hence there would be sufficient opportunity to subdivide the land into two lots.
9. The Planning Commission finds that, upon a future subdivision approval, the parcel with the existing dwelling, which is currently situated on an illegal undersize lot (.35 where .50 is required by the A-L Zone), would then become a conforming lot size within the R-L Zone.

CENTERVILLE, UTAH

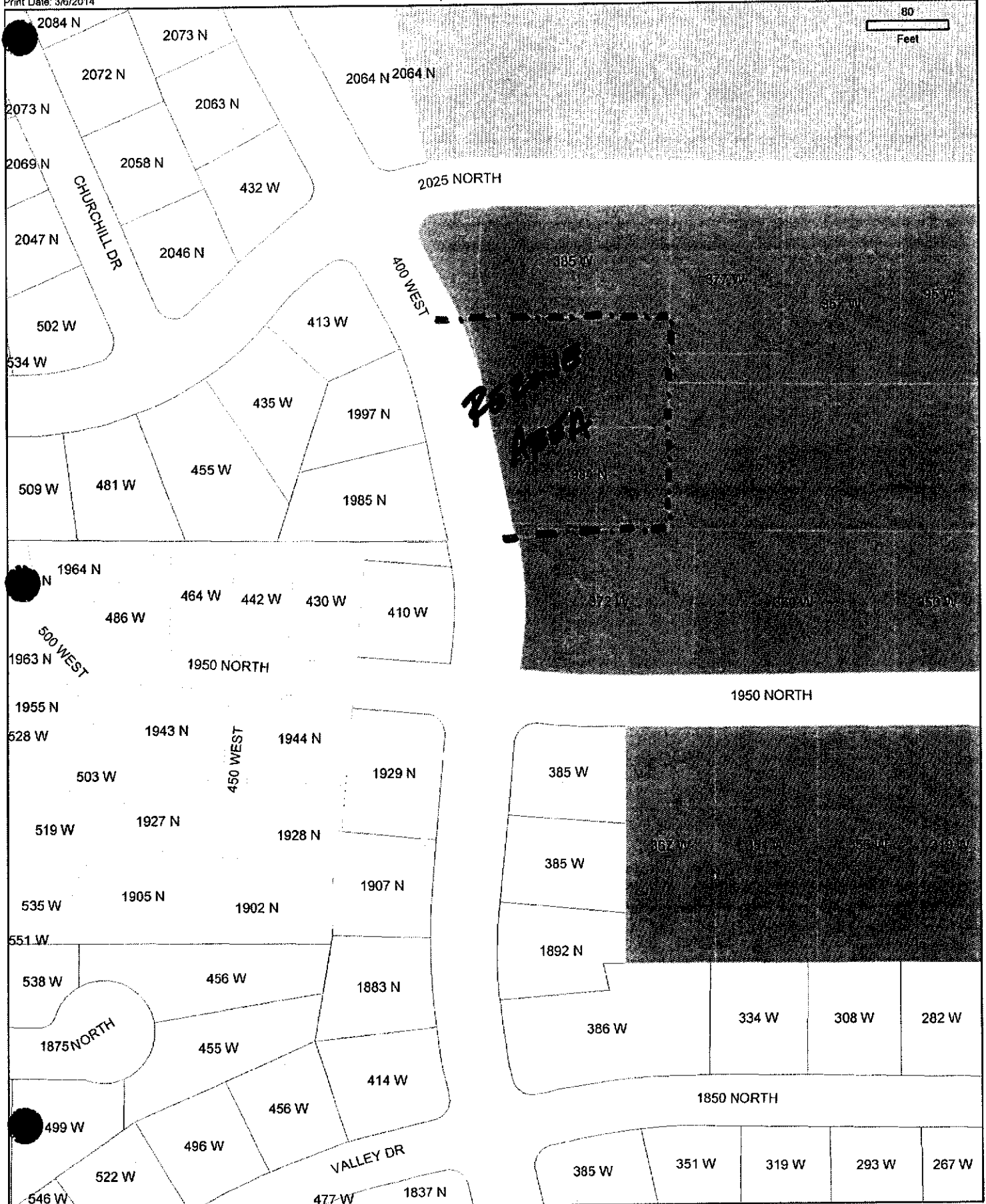
ZONING MAP

Adopted: December 2, 2003
Zoning Last Revised: 4/2/13

ZONE DISTRICTS



Print Date: 3/6/2014



PUBLIC HEARING | ZONE MAP AMENDMENT | 1984 N 400 W & 2000 N 400 W
Consideration of a zone map amendment (rezone) for parcels located at 1984 North 400
West (07-072-0114) and 2000 North 400 West (07-072-0115), from A-L (agricultural-low) to
R-L (residential-low) Zone. Spencer Packer & Howard Turner, Applicants

Cory Snyder, Community Development Director, reported the proposed lots (.35 acres and .50 acres) are recognized by the City as one parcel (.85 acres). In the past, the subject parcels were divided and subsequently sold to other parties without proper approval from Centerville City (illegally divided and developed). In addition, one of the divided properties (.35 acres) has already been developed with a single family home and another party now desires to do the same on the second parcel (.50 acres). Consequently, the original lot needs to be properly subdivided and the second parcel needs to install the required infrastructure prior to development. The proposed parcels are located within the Agricultural-Low (A-L) Zone which requires a ½ acre minimum lot size. The first parcel (already developed) does not meet the A-L Zone requirements. Therefore, the applicants are requesting a rezone from A-L Zone to R-L (Residential-Low) Zone. The minimum lot size required for the R-L Zone is 0.25 of an acre. If the R-L Zone is granted then both lots would be brought into compliance.

Mr. Snyder explained the proposed rezone is compatible with surrounding uses and the goals, objectives, and policies of the General Plan. The surrounding area is primarily developed with single-family dwellings. The proposed rezone is consistent with the development pattern of this super-block area. The General Plan promotes an incremental transition from A-L to R-L throughout the future for this neighborhood. Mr. Snyder explained the current situation of the property (illegal subdivision and development) could negatively affect surrounding property values and assessments, and future usability of the properties. He explained it appears the illegal lot split is due to an error in recording. He said if the lot split is not remedied then the City cannot grant the applicant a building permit as requested. It is also possible the illegal status could affect financing, refinancing, or even the future sale of the property.

Spencer Packer, applicant, said the 0.35 acre portion of the lot has been sold several times since the home was built many years ago. The property has been in foreclosure at times and there has always been confusion and problems when anyone tries to fix the situation. He said he would like to purchase the .50 acre portion and build a single-family home. He said his preference would be to keep the property zoned A-L, maintaining his animal rights, and to build a home. However, if he has to choose, it is of greater value to secure a building right and forego the animal rights.

PRELIMINARY DRAFT

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1 Howard Turner, applicant, said his intent is not to change anything within the
2 neighborhood, but rather to secure an appropriate subdivision and building right for Mr. Packer.
3 He said this property has been held captive for twenty years because of its illegal status. He said
4 he has no intention of changing the zoning designation of any other property in the
5 neighborhood.

6
7 Commissioner Holman said he would like to respect the rights of the property owner. If
8 there is a way to help him keep his animal rights that seems reasonable. He said the .50 acre
9 portion that Mr. Packer intends to purchase and develop would meet the standards of the A-L
10 Zone. He questioned if that parcel could remain in the A-L Zone. He suggested only the .35 acre
11 parcel be rezoned to R-L.

12
13 Mr. Snyder said the property is not recognized as two pieces and cannot be rezoned as
14 such. The correct course of action is to rezone the entire parcel and then subdivide. It may be
15 possible for the applicant to rezone, subdivide, then rezone the .50 acre piece back to A-L;
16 however, the General Plan may not support such an application. Mr. Snyder explained .50 acres
17 allows about 50 agricultural points which equates to only one horse. The right to build is more
18 important for the applicant than keeping his animal rights.

19
20 Lisa Romney, City Attorney, said Centerville City cannot legally or ethically recognize
21 this illegal use/subdivision. The City must view this property as one piece. The appropriate legal
22 action is to rezone the parcel before it is subdivided.

23
24 Chair Hirschi opened the public hearing.

25
26 Ronald Dean said the residents of this neighborhood have fought hard to keep this area
27 zoned A-L since 1976. He said he had to give up a portion of his property to the City for the
28 development of 400 West. At that time the City Council promised the residents in this area that
29 they could keep their A-L zoning indefinitely. He said the City should issue a building permit for
30 Mr. Packer regardless of zoning on the property. He said the property owner of the .35 acre
31 portion of the property is aware of the illegal status and is willing to continue to live with this
32 situation. He said he is disappointed that the City views this area as an eventual transition to R-L.

33
34 Mike Oman said there are other "illegal" lots within the neighborhood. He claims a
35 neighbor sold a portion of his lot to another bringing his property below the .50 acre minimum.
36 He is concerned the R-L zone will set a precedence that will easily allow other smaller lots
37 within the neighborhood. The residents of this neighborhood would like to keep the minimum
38 .50 acre lot status, which R-L could destroy. He believes Mr. Packer should be able build on the

PRELIMINARY DRAFT

Planning Commission Meeting
March 26, 2014

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1 .50 portion of the lot, keep the A-L zoning along with his animal rights. He said the resident's
2 view of the future is A-L, not R-L.
3

4 Lance Tempest said he is the owner of the "illegal" home on the .35 acre portion of the
5 property. He has lived at this residence for the past twelve (12) years. He said the state of this
6 property has been such for about 25 years. He is in favor of securing building rights for Mr.
7 Packer and if it were possible to keep the A-L zone as well, it would be ideal. He said the rezone
8 will not create a new precedence for the neighborhood and will not change the use in the
9 neighborhood if all the neighbors choose to keep their .50 minimum acreage. He said he has
10 talked with the county assessor's office, with mortgage lenders, and with appraisers and has
11 learned that financing is not an issue for his home because the property would not require a
12 jumbo loan to acquire. It is not likely this property will ever appreciate to a level that would
13 hinder financing. He said he is confused how an illegal lot, not recognized by the City, can have
14 legal authority to require a rezone. He said he has no problem continuing to live in this illegal
15 situation and is not opposed to allowing Mr. Packer the right to build.
16

17 Jim Crib told the Commission to use their common sense and keep the A-L Zone as it
18 exists and grant Mr. Packer a building permit.
19

20 Kathryn Lindsey provided some history of the property. She said at one point a petition
21 was created to allow the .35 acres to be subdivided, but Mr. Turner got the petition terminated so
22 that the .50 acre minimum within the neighborhood could be preserved. She said Mr. Turner
23 could sale or quit claim deed a small amount of his property (east of the .35 acre portion) to Mr.
24 Tempest giving him the needed .50 acre minimum to maintain the A-L zoning. This would be a
25 simple solution.
26

27 Chair Hirschi closed the public hearing.
28

29 Commissioner Kjar agreed the simplest solution would be for Mr. Tempest to purchase
30 an additional seventy (70) feet from Mr. Turner bringing his property up to the needed .50 acre
31 minimum to maintain the A-L zone. Mr. Tempest said he would be interested, but this option has
32 never been offered.
33

34 Chair Hirschi said any change to property zoning, boundary line adjustments,
35 subdivision, etc. requires an application for City review and approval. It is true the proposed
36 rezone would change the standard for the property in question, but it will not change the
37 remainder of the neighborhood which will stay A-L. He said the City cannot wholly change
38 zoning in an area without the proper processes.
39

1 Commissioner Logan said he understands the neighbors are fearful that a precedent may
2 be set with this rezone, but agreed it is up to the property owners to initiate a change to the use of
3 their property. All property owners are required to follow ordinances and each situation/decision
4 could be made differently depending on the Commission at the time. He said the majority of the
5 public was supportive of providing a building permit for Mr. Packer.

6
7 Mr. Snyder confirmed a rezone will not change property uses unless a property owner
8 requests it. The R-L zone may allow a greater density than A-L but that would require an action
9 from a property owner and that does not mean every property is capable of additional dwellings.
10 If a property owner were to request additional development after a rezone, it would require
11 research and approval from the City. He said public comment suggested there may be other
12 "illegal" or "non-conforming" lot splits/uses in the area. This lends to the General Plans goal to
13 incrementally rezone this area throughout the future to R-L. However, no rezone will take place
14 without a property owner initiation. Mr. Snyder explained a staff member did mention that a
15 previous City Council promised this neighborhood they would honor the A-L zone for the
16 duration of their tenure. Mr. Snyder has not verified this information, but said that Council is no
17 longer active and, even if true, their decisions did not bind the future following their tenure. The
18 Commission should base their decision on the current policies and ordinances of the City.

19
20 Commissioner Holman encouraged the applicant to continue this process and ask for an
21 additional rezone back to A-L once the subdivision is final. Commissioner Kjar said he shares
22 the public's concern about the R-L setting a precedent for smaller lots in the future, but
23 understands the need to create a conforming, legal lot. He again encouraged neighbors to look at
24 solving this problem through a boundary line adjustment to increase the .35 acre lot to .50 acres.

25
26 Ms. Romney reminded the Planning Commission and the public that the final approval on
27 this application lies with the City Council.

28
29 Commissioner Hirschi made a **motion** for the Planning Commission to recommend to the
30 City Council the following amendment to the Centerville City Zoning Map:

31
32 Rezone the following parcels from Agricultural-Low (A-L) to Residential-Low (R-L):

- 33 a. Parcel 07-072-0114 (0.35 Acres)
34 b. Parcel 07-072-0115 (0.50 Acres)

35
36 ***Reasons for the Action (Findings):***

- 37 1. The Planning Commission finds that the proposed rezone meets the criteria found in
38 Section 12-21-080(e) of the Zoning Ordinance.

PRELIMINARY DRAFT

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2. The Planning Commission finds that the rezone request is consistent with the goals of the General Plan found in Section 12-480-5, as reviewed in the Planning Staff Report.
3. The Planning Commission finds that the subject parcels were divided and subsequently sold to other parties (apparently a few times) without proper approval from Centerville City.
4. The Planning Commission finds that City Ordinances only recognize the existence of one parcel (.85 ac) with only one residential development right.
5. The Planning Commission finds that another party desires to purchase the vacant divided lot (.50 ac) and construct another residential structure.
6. The Planning Commission finds that in order to develop a second dwelling, the original lot needs to be properly subdivided and install the required infrastructure to establish another house.
7. The Planning Commission finds that due to the original size of these divided tracts (.85 acres), there is not sufficient amount land area to meet the minimum lot size requirement of ½ acre for the Agricultural-Low (A-L) Zone.
8. The Planning Commission finds that if the R-L were approved, the lot size requirement reduces to four (4) units per acre and hence there would be sufficient opportunity to subdivide the land into two lots.
9. The Planning Commission finds that, upon a future subdivision approval, the parcel with the existing dwelling, which is currently situated on an illegal undersize lot (.35 where .50 is required by the A-L Zone), would then become a conforming lot size within the R-L Zone.

The motion was seconded by Commissioner Merrill and passed by unanimous roll-call vote (6-0).

PUBLIC HEARING | ZONING TEXT AMENDMENT | BUILDING STREET FRONTAGE FOR SOUTH MAIN STREET CORRIDOR - Consideration of amending various proposed zoning ordinance text amendments regarding building street frontage (corner lots) and landscaping buffer requirements, in the South Main Street corridor (SMSC) Zone (Section 12-48-150 and Table 12-48-30). Planning Staff, Centerville City, Applicant

Brandon Toponce, Assistant Planner, reported that during a recent application process, staff became aware that a proposed configuration of a building did not meet the current standards for development on a corner lot within the South Main Street Corridor (SMSC) District. City Ordinances indicate that a building frontage along Main Street should cover at least 75% of the lot width. In addition, the street frontage for a corner lot is for both the front and side streets, requiring 75% street frontage along two streets. This is not feasible since the Zoning Ordinance

CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No. 4.

Short Title: Public Hearing - Zoning Ordinance Text Amendment - Building Street Frontage in SMSC

Initiated By: Planning Staff, Centerville City

Scheduled Time: 7:35

SUBJECT

Consider Zoning Ordinance Text Amendments regarding building street frontage requirements for corner lots and landscaping buffer requirements in the South Main Street Corridor (SMSC) Zone (Section 12-48-150 and Table 12-48-3) - Ordinance No. 2014-09

RECOMMENDATION

Approve Ordinance No. 2014-09 amending Section 12-48-150 of the Centerville Zoning Ordinance regarding building street frontage requirements for corner lots and Table 12-48-3 of the same regarding landscaping buffer requirements in the SMSC District based on the findings recommended by the Planning Commission and set forth in the Staff Report.

BACKGROUND

On March 26, 2014, the Planning Commission reviewed and recommended approval of proposed amendments to the Centerville Zoning Ordinance regarding building street frontage requirements for corner lots and landscaping buffer requirements in the SMSC District. The Staff Transmittal Report for this application is attached.

ATTACHMENTS:

Description

- ☐ 04-01-2014 Staff Transmittal Report
- ☐ Ordinance No. 2014-09
- ☐ 03-26-2014 PC Staff Report Code Text Amend... building street frontage SMSC
- ☐ 03-26-2014 PC Minutes for Building Street Frontage SMSC Zone

**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

STAFF TRANSMITTAL REPORT

DATE: APRIL 01, 2014

TO: STEVE THACKER, CITY MANAGER

FROM: CORVIN M. SNYDER, AICP, COMMUNITY DEVELOPMENT DIRECTOR

APPLICANT: COMMUNITY DEVELOPMENT DEPARTMENT

APPLICATION: ZONING CODE TEXT AMENDMENT

APPLICANT REQUEST: AMEND SECTION 12-48-150 - BUILDING FRONTAGE REQUIREMENTS ON CORNER LOTS AND TABLE 12-48-3, LANDSCAPING BUFFER REQUIREMENTS

RECOMMENDATION: APPROVAL OF THE PROPOSED ZONING CODE TEXT AMENDMENTS

BACKGROUND

Recently, an applicant applied for conceptual site plan acceptance for a new office building to be constructed at 190 South Main Street. As staff reviewed the plans, it became evident that the proposed configuration of the building did not meet the current standards for development on a corner lot within the South Main Street Corridor (SMSC) District. According to Table 12-48-3, it indicates that a building frontage along Main Street should cover at least 75% of the lot width.

In addition, Section 12-48-150(c)2.(B), states that the street frontage for a corner lot is for both the front and side streets. The application of these ordinance regulations would require the developer to construct a building that has 75% street frontage along both Main Street and Bamberger Way. However this would not be feasible, since the Zoning Ordinance also requires a total number of parking stalls and a total percentage of landscaping. With such small lots along Main Street, this may prohibit or severely hinder any type of development to occur on corner lots.

In addition to the building frontage issue, staff also believed that Table 12-48-3 was inconsistent and prohibited maximum development for smaller lots along Main Street. The current requirement that addresses landscaping buffer requirements may be confusing to the public, with different buffering standards based on specific districts, zoning and development. In the particular case mentioned, the required buffer would be 15 feet. This would push into the parking lot area, possibly eliminating stalls and hinder the size and performance of the building.

Referring back to the time when the Council adopted these Main Street Regulations, the Council indicated that there would likely be additional changes overtime to refine the ordinance; therefore, staff has initiated the petition for these amendments to the Zoning Ordinance.

RECOMMENDATION

On March 26, 2014, the Planning Commission recommended to the City Council the following amendment to Zoning Code Text Amendments:

SECTION 12-48-150(c)2.(B)

The street frontage for corner lots shall apply to that portion of the building facing Main Street only.

TABLE 12-48-3

TABLE 12-48-3 – Landscaping Modifications		
Land Use Type	SMSC Districts	
	City Center	All Others
Buffer Landscaping	8 Feet for "M" Zones 15 Feet for "H" Zones	8 Feet for "M" Zones 15 Feet for "H" Zones

SUGGESTED REASONS FOR THE ACTION:

- The proposed text amendment meets the factors to be considered for an amendment found in Section 12-21-080(e) of the Zoning Ordinance.
- The change was found to be consistent with the General Plan [Section 12-480-7-1D, 12-480-7-4B].
- There will not be any significant impacts to the surrounding community in relation to this amendment [Section 12-21080(e)(3)].

Planning Commission Vote (6-0):

Commissioner	Yes	No	Not Present
Hirschi (Chair)	X		
Hirst			X
Holman	X		
Johnson	X		
Kjar	X		
Merrill	X		
Randall	X		

ORDINANCE NO. 2014-09

**AN ORDINANCE AMENDING SECTION 12-48-150 OF THE
CENTERVILLE ZONING ORDINANCE REGARDING BUILDING
STREET FRONTAGE REQUIREMENTS FOR CORNER LOTS AND
AMENDING TABLE 12-48-3 OF THE SAME REGARDING
LANDSCAPING BUFFER REQUIREMENTS IN THE SOUTH MAIN
STREET CORRIDOR DISTRICT**

WHEREAS, the City Council has previously enacted Zoning Ordinance provisions regarding building form, site envelope and buffer landscaping standards within the South Main Street Corridor (SMSC) District; and

WHEREAS, the City Council desires to amend Section 12-48-150 regarding building street frontage requirements for corner lots and Table 12-48-3 regarding landscaping buffer requirements in the SMSC District as more particularly provided herein; and

WHEREAS, the City Council has determined that the proposed revisions to Centerville Zoning Ordinance regarding building street frontage and landscaping buffer requirements for buildings within the SMSC District will provide for better land use development within the SMSC District; and

WHEREAS, the proposed amendments to the Zoning Ordinance as set forth herein have been reviewed by the Planning Commission and the City Council and all appropriate public hearings have been held in accordance with Utah law to obtain public input regarding the proposed revisions to the Zoning Ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
CENTERVILLE CITY, STATE OF UTAH, AS FOLLOWS:**

Section 1. Amendment. Subsection 12-48-150(c)(2)(B) of the Centerville Zoning Ordinance is hereby amended regarding street frontage requirements for corner lots as more particularly provided as follows:

12-48-150. Building Form and Site Envelope Standards.

* * *

(c)(2)(B) The street frontage for corner lots shall be for both the front and side streets apply to that portion of the building facing Main Street only.

* * *

Section 2. Amendment. Portions of Table 12-48-3 of the Centerville Zoning Ordinance regarding the landscaping buffer requirements in the SMSC District are hereby amended as more particularly provided as follows:

TABLE 12-48-3 – Landscaping Modifications		
Land Use Type	SMSC Districts	
	City Center	All Others
Buffer Landscaping for Mixed Use Projects Only (all others per 12-51)	8 Feet for "M" Zones 15 Feet for "H" and " VH " Zones	8 40 Feet for "M" Zones 15 20 Feet for "H" and " VH " Zones

Section 3. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 4. Omission Not a Waiver. The omission to specify or enumerate in this ordinance those provisions of general law applicable to all cities shall not be construed as a waiver of the benefits of any such provisions.

Section 5. Effective Date. This Ordinance shall become effective immediately upon publication or posting, or thirty (30) days after passage, whichever occurs first.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS _____ DAY OF APRIL, 2014.

ATTEST:

CENTERVILLE CITY

Marsha Morrow, City Recorder

By: _____
Mayor Paul A. Cutler

Voting by the City Council:

Councilmember Averett
Councilmember Fillmore
Councilmember Higginson
Councilmember Ivie
Councilmember Wright

"AYE"	"NAY"
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

**STAFF REPORT
AGENDA: ITEM 2**

APPLICANT: CENTERVILLE CITY

APPLICATION: ZONING CODE TEXT AMENDMENT

**APPLICANT REQUEST: AMEND SECTION 12-48-150 - BUILDING FRONTAGE
REQUIREMENTS ON CORNER LOTS AND TABLE 12-48-3
- LANDSCAPING BUFFER REQUIREMENTS**

**RECOMMENDATION: RECOMMEND APPROVAL FOR THE ZONING CODE
TEXT AMENDMENT REGARDING SECTION 12-48-150, TO
REMOVE THE REFERENCE OF BUILDING FRONTAGE
PERCENTAGE ON CORNER LOTS NOT FACING MAIN
STREET; AND TO AMEND TABLE 12-48-3 IN RELATION
TO BUFFERING LANDSCAPING**

BACKGROUND

Recently, Mr. Dean applied for conceptual site plan acceptance for a new office building to be constructed at 190 South Main Street. As staff reviewed the plans, it became evident that the proposed configuration of the building did not meet the current standards for development on a corner lot within the South Main Street Corridor (SMSC) District. According to Table 12-48-3, it indicates that a building frontage along Main Street should cover at least 75% of the lot width. In addition, Section 12-48-150(c)2.(B), states that the street frontage for a corner lot is for both the front and side streets. With this Ordinance reference, it would require Mr. Dean to construct a building that has 75% street frontage along Main Street and Bamberger Way. However, this would not be feasible, since the Zoning Ordinance also requires a total number of parking stalls and a total percentage of landscaping. With such small lots along Main Street, this prohibits any type of development to occur on corner lots.

In addition to the building frontage issue, staff also believed that Table 12-48-3 was inconsistent and prohibited maximum development for smaller lots along Main Street. The current requirement that addresses landscaping buffer requirements may be confusing to the public, with different buffering standards based on specific districts, zoning and development. In Mr. Dean's case, the required buffer would be 15 feet. This would push into the parking lot area, possibly eliminating stalls and hinder the size and performance of the building. Staff proposes that the Ordinance be consistent with the entire length of Main Street concerning buffer landscaping.

Staff has recommended the City sponsor these amendments to the Ordinance to clarify and allow for the best use of space and development for the Main Street Corridor Area.

PROPOSED AMENDMENTS

The following is staff's proposed modifications to Chapter 12-48, South Main Street Corridor (SMSC) Zone:

SECTION 12-48-150(c)2.(B)

The street frontage for corner lots shall be for both the front and side streets apply to that portion of the building facing Main Street only.

TABLE 12-48-3

TABLE 12-48-3 – Landscaping Modifications		
Land Use Type	SMSC Districts	
	City Center	All Others
Buffer Landscaping for Mixed Use Projects Only (all others per 12-51)	8 Feet for "M" Zones 15 Feet for "H" and "VH" Zones	40 8 Feet for "M" Zones 20 15 Feet for "H" and "VH" Zones

ZONE TEXT AMENDMENT APPROVAL STANDARDS SECTION 12-21-080(e)

General Plan

Within Section 12-480-7-1D of the General plan, it states that one of the objectives for the South Main Street Corridor (SMSC) is to encourage greater intensity of land use in appropriate areas. Staff believes the proposed changes help to encourage more intense development along Main Street by allowing the building to maximize the site, yet still allow for parking and landscaping requirements. The General Plan further states in Section 12-480-7-4B, that the setbacks should be generally consistent throughout the districts. With the modification to the landscaping buffer, this has brought more consistency to the general setbacks for the buffer area in each district.

Therefore, staff believes the modifications are consistent with the goals and objectives of the General Plan, specifically Section 12-480-7, South Main Street Corridor-Wide Vision.

Harmonious to existing property

The first proposed change is a clarification that allows for corner lots to have the same developable advantages as other lots. This modification would allow each lot with corners to stay in harmony with their surroundings. The second proposed amendment, dealing with landscape buffer setbacks, is providing consistency to what is already approved in specific districts. The majority of lots on Main Street are zoned low and medium intensity with some high intensity to the north and south edge of the corridor zone. Therefore, it did not make sense to call out very-high zones, and it was not clear, nor consistent, that only mixed use would have an 8-foot buffer. Staff believes these proposed changes will be harmonious with the existing properties found on Main Street.

Adverse Affects

In the creation of the South Main Street Corridor (SMSC), staff believes many adverse affects were already addressed, and that the proposed changes do not create any additional negative impacts. One may be concerned with the reduction in the buffer size, yet developers would still be required to adhere to screening and planting standards found in Chapter 12-51, to ensure the new use does not impact the existing lots adjacent to a proposed project. Finally, without amending the building frontage percentages, staff believes the existing requirements would have had negative impacts on the development of all corner lots.

Adequacy of Facilities

As in all cases, it is the responsibility of property owners prior to developing their land to address adequate facilities, easements and all known utility lines.

PLANNING STAFF RECOMMENDATIONS**Zone Text Amendment – Staff Suggested Motion:**

PROPOSED ACTION: I hereby make a motion for the Planning Commission to recommend approval to the City Council for the following Code Text Amendments to the Zoning Ordinance:

SECTION 12-48-150(c)2.(B)

The street frontage for corner lots shall apply to that portion of the building facing Main Street only.

TABLE 12-48-3

TABLE 12-48-3 – Landscaping Modifications		
Land Use Type	SMSC Districts	
	City Center	All Others
Buffer Landscaping	8 Feet for "M" Zones 15 Feet for "H" Zones	8 Feet for "M" Zones 15 Feet for "H" Zones

SUGGESTED REASONS FOR THE ACTION:

- a. The proposed text amendment meets the factors to be considered for an amendment found in Section 12-21-080(e) of the Zoning Ordinance.
- b. The change was found to be consistent with the General Plan [Section 12-480-7-1D, 12-480-7-4B].
- c. There will not be any significant impacts to the surrounding community in relation to this amendment [Section 12-21080(e)(3)].

2. The Planning Commission finds that the rezone request is consistent with the goals of the General Plan found in Section 12-480-5, as reviewed in the Planning Staff Report.
3. The Planning Commission finds that the subject parcels were divided and subsequently sold to other parties (apparently a few times) without proper approval from Centerville City.
4. The Planning Commission finds that City Ordinances only recognize the existence of one parcel (.85 ac) with only one residential development right.
5. The Planning Commission finds that another party desires to purchase the vacant divided lot (.50 ac) and construct another residential structure.
6. The Planning Commission finds that in order to develop a second dwelling, the original lot needs to be properly subdivided and install the required infrastructure to establish another house.
7. The Planning Commission finds that due to the original size of these divided tracts (.85 acres), there is not sufficient amount land area to meet the minimum lot size requirement of ½ acre for the Agricultural-Low (A-L) Zone.
8. The Planning Commission finds that if the R-L were approved, the lot size requirement reduces to four (4) units per acre and hence there would be sufficient opportunity to subdivide the land into two lots.
9. The Planning Commission finds that, upon a future subdivision approval, the parcel with the existing dwelling, which is currently situated on an illegal undersize lot (.35 where .50 is required by the A-L Zone), would then become a conforming lot size within the R-L Zone.

The motion was seconded by Commissioner Merrill and passed by unanimous roll-call vote (6-0).

PUBLIC HEARING | ZONING TEXT AMENDMENT | BUILDING STREET FRONTAGE FOR SOUTH MAIN STREET CORRIDOR - Consideration of amending various proposed zoning ordinance text amendments regarding building street frontage (corner lots) and landscaping buffer requirements, in the South Main Street corridor (SMSC) Zone (Section 12-48-150 and Table 12-48-30). Planning Staff, Centerville City, Applicant

Brandon Toponce, Assistant Planner, reported that during a recent application process, staff became aware that a proposed configuration of a building did not meet the current standards for development on a corner lot within the South Main Street Corridor (SMSC) District. City Ordinances indicate that a building frontage along Main Street should cover at least 75% of the lot width. In addition, the street frontage for a corner lot is for both the front and side streets, requiring 75% street frontage along two streets. This is not feasible since the Zoning Ordinance

also requires a total number of parking stalls and a total percentage of landscaping. With such small lots along Main Street, this prohibits any type of development to occur on corner lots. Staff also believes there is an inconsistency with Table 12-48-3 which prohibits maximum development for smaller lots along Main Street. Furthermore, the landscaping requirements may be confusing, with different buffering standards based on specific districts, zoning and development. Staff proposes that the Ordinance be consistent with the entire length of Main Street concerning buffer landscaping. Staff recommends the following amendments to the Ordinance to clarify and allow for the best use of space and development for the Main Street Corridor Area.

Section 12-48-150(c)2.(B)

The street frontage for corner lots shall be for both the front and side streets apply to that portion of the building facing Main Street only.

Table 12-48-3

TABLE 12-48-3 – Landscaping Modifications		
Land Use Type	SMSC Districts	
	City Center	All Others
Buffer Landscaping for Mixed Use Projects Only (all others per 12-51)	8 Feet for "M" Zones 15 Feet for "H" and "VH" Zones	40 8 Feet for "M" Zones 20 15 Feet for "H" and "VH" Zones

Mr. Toponce explained the proposed amendments are consistent with the goals and objectives of the General Plan and the SMSC District. The proposed amendments will provide consistency and allow the same developable advantages as other lots, keeping corner lots in harmony with surrounding uses. Staff believes the proposed changes do not create any additional negative impacts.

Chair Hirschi questioned the impact these amendments may have on a development that chooses to build adjacent to a corner lot along the distance of the side street. Cory Snyder, Community Development Director, said the SMSC district only has a depth of about a half-block distance. It is not likely the depth of the SMSC district will ever be extended because it would run into existing neighborhoods.

Chair Hirschi opened the public hearing. There was no comment. He closed the public hearing.

Commissioner Merrill made a **motion** for the Planning Commission to recommend approval to the City Council for the following Code Text Amendments to the Zoning Ordinance:

Section 12-48-150(c)2.(B)

The street frontage for corner lots shall apply to that portion of the building facing Main Street only.

Table 12-48-3

TABLE 12-48-3 – Landscaping Modifications		
Land Use Type	SMSC Districts	
	City Center	All Others
Buffer Landscaping	8 Feet for "M" Zones 15 Feet for "H" Zones	8 Feet for "M" Zones 15 Feet for "H" Zones

Reasons for the Action (Findings):

- a. The proposed text amendment meets the factors to be considered for an amendment found in Section 12-21-080(e) of the Zoning Ordinance.
- b. The change was found to be consistent with the General Plan [Section 12-480-7-1D, 12-480-7-4B].
- c. There will not be any significant impacts to the surrounding community in relation to this amendment [Section 12-21080(e)(3)].

The motion was seconded by Commissioner Johnson and passed by unanimous roll-call vote (6-0).

DISCUSSION ONLY | ACCESSORY DWELLING UNITS (ADU'S) - Discuss with Commissioners directive from the City Council regarding accessory dwelling units.

Cory Snyder, Community Development Director, reported the City Council has directed the Planning Commission to initiate and manage the education, discussion, and public outreach regarding the consideration of allowing ADU's as a housing option within the City. Staff does not believe it is necessary to establish any type of sub-committee to address this topic. Staff believes that using tools such as the website, newsletters, and other mailers would be adequate to inform the public. The Commission could use their regular meeting times to hold discussions and present information for the public to consider. If there is an interest, staff could draft a model ordinance for consideration in the future. The Commission could then proceed with the formal process and public hearings and forward a recommendation to the City Council.

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No. 5.

Short Title: Financial Report for period ending March 31, 2014

Initiated By:

Scheduled Time: 7:40

SUBJECT

RECOMMENDATION

Review Interim financial report for nine-month period ending March 31, 2014.

BACKGROUND

Attached is the Interim report for nine-month period ending March 31, 2014, or completion of the 3rd quarter for FY 2014. The General Fund includes a comparison to the 3rd quarter of FY 2013. Item of note, the RDA received the tax year 2013 distribution, which is reflected in the report. With the distribution, the RDA made payment on several obligations to the City--including operating expenses, outstanding loan and payment of Additional Increment (used for a portion of the City's annual UTOPIA pledge payment).

ATTACHMENTS:

Description

- D Interim Financial Report

**General Fund
Unaudited Summary
March 2014 (75% of year)**

	This Month	Year to Date	FY 14 Budget	% Budget	Prior Year Year to Date	% Budget
Revenues						
Property Tax	\$45,561	\$981,662	\$992,913	98.87%	\$ 955,069	96.86%
Fee in Lieu	\$8,015	\$77,817	\$90,000	86.46%	\$ 63,722	0.67%
Sales & Use Tax	\$248,985	\$2,525,197	\$3,455,070	73.09%	\$ 2,380,624	73.04%
Franchise Taxes	\$110,253	\$859,477	\$1,360,500	63.17%	\$ 900,973	80.59%
Licenses & Permits	\$6,624	\$252,411	\$356,350	70.83%	\$ 238,723	70.79%
Intergovernmental	\$60,466	\$442,126	\$602,390	73.40%	\$ 443,975	88.00%
Charges for Services	\$193,846	\$768,273	\$835,475	91.96%	\$ 770,966	93.64%
Fines	\$33,693	\$379,004	\$485,000	78.15%	\$ 362,012	76.21%
Miscellaneous	\$501	\$9,496	\$53,250	17.83%	\$ 56,250	36.25%
Transfers/Contributions	\$132,273	\$182,974	\$182,500	100.26%	\$ 182,500	96.08%
Total	\$840,217	\$6,478,437	\$8,413,448	77.00%	\$ 7,837,446	80.53%

Expenditures						
City Council	\$3,192	\$45,101	\$110,408	40.85%	\$51,103	50.34%
Judicial	\$15,443	\$152,324	\$221,273	68.84%	\$145,890	66.00%
Executive	\$28,325	\$275,825	\$393,017	70.18%	\$268,742	69.53%
Attorney	\$10,840	\$97,187	\$148,375	65.50%	\$72,890	67.64%
Finance	\$35,519	\$377,901	\$501,272	75.39%	\$373,483	77.03%
Attorney Services	\$975	\$13,377	\$33,000	40.54%	\$41,470	75.40%
Emergency Management	\$829	\$5,004	\$12,900	38.79%	\$8,703	100.06%
Fire	\$0	\$608,019	\$794,172	76.56%	\$592,955	74.66%
Elections	\$0	\$11,682	\$19,600	59.60%	\$0	0.00%
Youth Council	\$0	\$1,500	\$7,000	21.43%	\$6,500	73.23%
Police	\$165,694	\$1,555,540	\$2,220,247	70.06%	\$1,573,219	73.23%
Liquor Law	\$719	\$2,365	\$18,350	12.89%	\$5,740	28.70%
School Xing	\$5,855	\$39,317	\$52,199	75.32%	\$37,328	71.65%
DARE	\$0	\$70,404	\$102,873	68.44%	\$65,366	62.53%
K-9	\$435	\$6,833	\$2,250	303.69%	\$1,407	62.53%
Animal Control	\$2,432	\$10,725	\$24,000	44.69%	\$11,648	49.99%
PW Admin	\$22,970	\$202,349	\$284,565	71.11%	\$197,479	72.15%
Streets	\$36,054	\$464,730	\$706,076	65.82%	\$483,752	73.82%
Projects	\$155,815	\$583,181	\$804,000	72.53%	\$223,754	30.91%
GIS	\$10,813	\$61,332	\$88,069	69.64%	\$58,630	66.48%
Engineering	\$5,659	\$85,143	\$86,500	98.43%	\$66,608	77.00%
Parks	\$34,185	\$461,251	\$813,615	56.69%	\$393,884	53.02%
Community Events	\$78	\$617	\$23,650	2.61%	\$1,402	5.93%
Parks & Rec Facility	\$1,107	\$12,950	\$10,790	120.02%	\$6,373	58.44%
Maint Facility	\$3,304	\$41,647	\$53,640	77.64%	\$4,182	67.34%
Maint Facility Storage	\$950	\$4,763	\$6,210	76.70%	\$4,182	67.34%
City Hall	\$12,990	\$105,956	\$128,405	82.52%	\$94,087	78.96%
Community Dev.	\$22,285	\$192,022	\$290,702	66.05%	\$193,074	67.97%
Building Inspection	\$13,604	\$43,998	\$120,200	36.60%	\$46,074	37.91%
Transfers - Non Dep.	\$0	\$62,360	\$65,589	95.08%	\$43,300	100.00%
UTOPIA -Pledges	\$36,354	\$254,479	\$273,001	93.22%	\$297,382	100.00%
UIA Assessment	\$44,004	\$88,008	\$163,400	53.86%	\$0	0.00%
Total	\$670,430	\$5,937,890	\$8,579,348	69.21%	\$5,380,842	67.20%

Use/Contribution to Fund balance \$540,547 \$ (165,900)
(Revenues Over/Under Expenditures)

Fund Balance at Beginning of Year (est.) \$1,556,947
Fund Balance estimate 3/31/2014 \$2,097,494
Projected Fund Balance % 27.61%

Capital Project Funds (Unaudited) March 31, 2014

	This Month	Year to Date	FY 14 Budget	% Budget
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Capital Improvement

Storm Drain

Revenues:

Fund Balance			\$47,060	
Impact Fees	\$0	\$29,108	\$10,000	291.08%
Grants	\$0	\$0	\$0	0.00%
Other	\$83	\$6,635	\$150,075	4.42%
Total Revenues	\$83	\$35,743	\$207,135	17.26%

Expenditures	\$920	\$920	\$207,135	0.44%
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Fund Balance at Beginning of Year (est.)	\$45,209
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Fund Balance estimate 3/31/2014	\$80,032
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Park

Revenues:

Fund Balance			\$335,683	
Impact Fees	\$0	\$53,482	\$75,000	71.31%
Transfer	\$0	\$0	\$0	0.00%
Grants	\$0	\$0	\$0	0.00%
Other	\$0	\$0	\$400	0.00%
Total Revenues	\$0	\$53,482	\$411,083	70.93%

Expenditures	\$6,891	\$13,249	\$403,074	3.29%
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Fund Balance at Beginning of Year (est.)	\$336,436
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Fund Balance estimate 3/31/2014	\$376,669
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Capital Projects Fund

Revenues:

Fund Balance				
Transfers - General	\$36,354	\$254,479	\$273,001	93.22%
RDA additional increment	\$163,000	\$163,000	\$163,000	100.00%
Other	\$0	\$0	\$250	0.00%
Total Revenues	\$199,354	\$417,479	\$436,251	95.70%

Expenditures

UTOPIA Pledge	\$36,354	\$290,832	\$436,251	66.67%
Projects	\$0	\$0	\$0	0.00%
Total Expenditures	\$36,354	\$290,832	\$436,251	66.67%

Balance at Beginning of Year	\$42,296
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Fund Balance estimate 3/31/2014	\$168,943
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**RDA/Other Funds
(Unaudited)
March 31, 2014**

	This Month	Year to Date	FY 14 Budget	% Budget
<u>RDA</u>				
Revenues	\$1,257,378	\$1,742,551	\$1,847,000	94.34%
Expenditures	\$415,892	\$463,148	\$1,847,000	25.08%

Fund Balance at Beginning of Year (est.) \$244,971
Fund Balance estimate 3/31/2014 \$1,524,374

Recreation

<u>Revenues</u>				
Recreation	\$4,494	\$55,321	\$87,000	63.59%
Youth Baseball	\$0	\$31,850	\$31,000	102.74%
Concession Sales	\$0	\$0	\$23,635	0.00%
Other	\$0	\$39,000	\$39,000	100.00%
Total Revenues	\$4,494	\$126,171	\$180,635	69.85%

<u>Expenditures</u>				
Recreation	\$5,069	\$53,671	\$126,670	42.37%
Concessions	\$0	\$0	\$23,635	0.00%
Youth Baseball/Softball	\$0	\$226	\$28,425	0.80%
Total Expenditures	\$5,069	\$53,897	\$178,730	30.16%

Revenue Over/Under Expend \$ (575) \$ 72,274 \$ 1,905

Balance at Beginning of Year (est.) \$22,088
Fund Balance estimate 3/31/2014 \$94,362

Sales Tax Debt Service (DCAC)

Revenues	\$0	\$127,370	\$1,517,488	8.39%
Expenditures	\$0	\$127,370	\$1,517,488	8.39%

Reserved Fund Balance \$0
Fund Balance estimate 3/31/2014 \$0

Whitaker Trust

Beginning fund balance			\$14,850	
Revenues	\$945	\$25,190	\$71,860	35.05%
Expenditures	\$1,756	\$9,529	\$71,860	13.26%

Fund Balance at Beginning of Year \$14,854
Fund Balance estimate 3/31/2014 \$30,515

**Enterprise Funds
(Unaudited)
March 31, 2014**

	This Month	Year to Date	FY 14 Budget	% Budget
Water				
Revenues:				
Impact/construction Fees	\$0	\$171,549	\$230,500	74.42%
Water Sales	\$148,310	\$1,423,726	\$1,811,250	78.60%
Bond Revenue	\$0	\$51,820	\$450,000	11.52%
Other	\$1,813	\$16,992	\$36,000	47.20%
Total Revenues	\$150,123	\$1,664,087	\$2,527,750	65.83%
Expenditures				
Operating/Dep/Debt	\$88,754	\$1,351,507	\$1,865,552	72.45%
Capital Improvement	\$129,905	\$588,518	\$706,850	83.26%
Total Expenditures	\$218,659	\$1,940,025	\$2,572,402	75.42%
Unrestricted Cash Beginning of Year (est.)		\$1,098,940		
Fund Balance estimate 3/31/2014		\$823,002		

Sanitation				
Revenues:				
Collection Fees	\$57,266	\$514,940	\$681,600	75.55%
Recycling fees	\$14,171	\$126,890	\$165,700	76.58%
Green Waste fees	\$6,798	\$60,873	\$78,675	77.37%
Other	\$0	\$3,500	\$6,200	56.45%
Total Revenues	\$78,235	\$706,203	\$932,175	75.76%
Expenditures:				
Disposal	\$28,111	\$224,628	\$293,000	76.66%
Collection	\$23,839	\$190,986	\$258,000	74.03%
Recycling	\$14,144	\$112,489	\$165,250	68.07%
Green Waste	\$2,913	\$23,319	\$30,000	77.73%
Other	\$7,637	\$78,523	\$186,200	42.17%
Total Expenditures	\$76,644	\$629,945	\$932,450	67.56%
Unrestricted Cash Beginning of Year		\$18,920		
Fund Balance estimate 3/31/2014		\$95,178		

Drainage				
Revenues	\$48,115	\$431,078	\$566,500	76.09%
Operating Expenditures	\$22,218	\$276,747	\$528,722	52.34%
Capital Expenditures	\$315	\$50,747	\$72,750	69.76%
Total Expenditures	\$22,533	\$327,494	\$601,472	54.45%
Unrestricted Cash Beginning of Year		\$84,745		
Fund Balance estimate 3/31/2014		\$188,329		

Telecommunications				
Revenues:				
Connection Fees	\$17,140	\$202,387	\$276,000	73.33%
Transfers - GF	\$44,004	\$88,008	\$163,400	53.86%
Total Revenues	\$61,144	\$290,395	\$439,400	66.09%
Expenditures:				
Utility Service charges	\$21,418	\$193,450	\$262,200	73.78%
UIA operating assessment	\$44,004	\$88,008	\$163,400	53.86%
Operating service charge	\$603	\$6,647	\$13,800	48.17%
Total Expenditures	\$66,025	\$288,105	\$439,400	65.57%
Unrestricted Cash Beginning of Year		\$14,850		
Fund Balance estimate 3/31/2014		\$17,140		

CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No. 6.

Short Title: Consider Resolution 2014-10 Amending 2014 Budget (current fiscal year)

Initiated By: Blaine Lutz, Finance Director/Assistant City Manager

Scheduled Time: 7:50

SUBJECT

- a. Public Hearing on proposed amendments
- b. Consider Resolution No. 2014-10 amending the FY 2014 Budget

RECOMMENDATION

Approve Resolution No. 2014-10 amending the FY 2014 Budget.

BACKGROUND

Staff recommends amending the FY 2014 budget. As customary, and as recommended by the State Auditor's Office, budget amendments are considered one or more times in the year to address unanticipated expenditures or make other adjustments to prevent a department from exceeding the approved budget for that department, as required by State law. The proposed amendments are not intended to adjust all individual line items that may be under or over budgeted amounts, but make those adjustments needed to keep total expenditures within a department from exceeding the overall budget for that department. These amendments are also not intended to estimate revenues vs. expenditures as of June 30, 2014, since additional amendments will likely be necessary before the fiscal year ends. Any increase in expenditure does need to have a funding source. Funding is provided by either an increase in revenues, a decrease in other expenditures, or appropriation of fund balances.

The proposed expenditure amendments include an increase for the Fire Assessment to match this year's actual assessment and several other adjustments as shown in the attachments. All of the increased expenditures--other than additional funding for street projects--can be funded with off-setting expenditure reductions and revenue adjustments, even after adjusting franchise revenue downward to account for the loss of \$33,500 in Energy Sales and Use Tax related to the delayed implementation of the additional 1 % approved last year by the City Council. That additional 1 % was supposed to be effective July 1, 2013, but was not applied by RMP and Questar to customer bills until October 16.

Additional funding for street projects will require the appropriation of \$388,675 from General Fund Balance (shown under the Revenues section of attachment) to restore spending for the 2014 street projects to the level intended when the FY 2014 Budget was adopted. This is a normal practice due to the fact that contracts issued in one fiscal year are rarely completed by June 30, the end of the fiscal year. This was the case during Fiscal Year 2013. The \$402,430 increase in budget for Street Projects (shown under Expenditures section of attachment) consists of the \$388,675 for City work plus another \$13,755 for slurry-sealing new streets that developers have paid to be included in the City's project.

ATTACHMENTS:

Description

- D [Resolution 2014-10 Amending FY 2014 Budget](#)
- D [Public Hearing Notice for Amending FY 2014 Budget](#)
- D [Recommended Amendments](#)
- D [Engineers Request](#)
- D [Fund Balance History](#)

RESOLUTION NO. 2014-10

A RESOLUTION AMENDING THE FISCAL YEAR 2013 BUDGET OF FUNDS AND ACCOUNTS FOR CENTERVILLE CITY AND GIVING AN EFFECTIVE DATE.

WHEREAS, in order to conform with the Utah State Code and Accounting Procedures as outlined in the Uniform Accounting Manual, it is necessary to amend the City budget which states revenues and expenditures for the Fiscal Year ending June 30, 2014.

NOW THEREFORE, be it resolved by the City Council of Centerville City, Utah, as follows:

Section 1. Amendment. That the Fiscal Year 2014 Budget be amended, including all funds and accounts, as shown in the Budget format attached and dated April 15, 2014.

Section 2. Effective Date. This Resolution shall become effective April 15, 2014.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, on this 19TH day of June, 2013.

CENTERVILLE CITY

By: _____
Mayor

ATTEST:

I hereby certify that the above-mentioned Resolution, entitled "A Resolution Amending the Fiscal Year 2014 Budget of Funds and Accounts for Centerville City and Giving an Effective Date," is a true and accurate copy, including all attachments of the Resolution passed on Wednesday, the 19th of April 15, 2014.

Marsha L. Morrow, City Recorder

**NOTICE OF PUBLIC HEARING
CENTERVILLE CITY AND
FISCAL YEAR 2014 AMENDED BUDGET**

Notice is hereby given that the Centerville City Council will hold public hearings at 7:00 p.m., or as soon thereafter as the matter may be heard, on Tuesday, April 15, 2014 to receive public input on the Fiscal Year 2014 amended budget. This public hearing will be held in the City Council Chambers located at City Hall, 250 North Main, Centerville, Utah. A copy of the amended budget is available for public inspection at City Hall, Monday through Friday, 8:00 a.m. to 5:00 p.m. or at the City's website at www.centervilleut.net.

All interested parties are invited to attend the public hearing and make comment on the proposed amended budget for the fiscal year beginning July 1, 2013 and ending June 30, 2014. Written comments may also be submitted and should be delivered to City Hall no later than 5:00 p.m. on Monday, April 14, 2014.

MARSHA L. MORROW
Centerville City Recorder

Publish in the Davis County Clipper on Thursday, April 3, 2014.

**FY 2014 General Fund
Revenues & Expenditures
Proposed Amended Budget
April 15 ,2014**

	2013/14 Original Approved	2013/14 Proposed	Adjustment	note
Revenues				
Property Tax/Fee in Lieu	\$1,082,913	\$1,082,913	\$0	
Sales Tax	\$3,455,070	\$3,455,070	\$0	
Franchise Taxes	\$1,330,000	\$1,296,500	-\$33,500	1
Licenses & Permits	\$356,350	\$356,350	\$0	
Intergovernmental	\$602,390	\$602,390	\$0	
Charges for Services	\$835,475	\$855,475	\$20,000	2
Fines	\$485,000	\$485,000	\$0	
Miscellaneous	\$53,250	\$53,250	\$0	
Contributions & Transfers	\$182,500	\$206,255	\$23,755	3
Total General Fund Revenues	\$8,382,948	\$8,393,203	\$10,255	
Use of Designated Fund Balance				
Use of Undesignated Fund Balance/Other Proceeds	\$196,400	\$585,075	\$388,675	4
Total Sources of Revenues	<u>\$8,579,348</u>	<u>\$8,978,278</u>	<u>\$398,930</u>	
Expenditures				
City Council	\$110,408	\$85,378	-\$25,030	1
Justice Court	\$221,273	\$221,273	\$0	
Executive	\$393,017	\$393,017	\$0	
Attorney	\$148,375	\$148,375	\$0	
Finance	\$501,272	\$501,272	\$0	
Legal	\$33,000	\$33,000	\$0	
Emergency Management	\$12,900	\$12,900	\$0	
Elections	\$19,600	\$11,700	-\$7,900	2
Youth Council	\$7,000	\$7,000	\$0	
Police	\$2,220,247	\$2,220,247	\$0	
Liquor Law	\$18,350	\$18,350	\$0	
School Crossing	\$52,199	\$52,199	\$0	
DARE	\$102,873	\$102,873	\$0	
K-9	\$2,250	\$12,250	\$10,000	3
Animal Control	\$24,000	\$24,000	\$0	
Fire	\$794,172	\$813,602	\$19,430	4
Public Works Administration	\$284,565	\$284,565	\$0	
Streets	\$706,076	\$706,076	\$0	
Street Projects	\$650,000	\$1,052,430	\$402,430	5
Other Improvement Projects	\$154,000	\$154,000	\$0	
GIS	\$88,069	\$93,069	\$5,000	6
Engineering	\$86,500	\$106,500	\$20,000	7
Parks	\$813,615	\$813,615	\$0	
Community Events	\$23,650	\$23,650	\$0	
City Hall	\$128,405	\$128,405	\$0	
Parks & Recreation Facility	\$10,790	\$15,790	\$5,000	8
Public Works Facility	\$53,640	\$53,640	\$0	
Public Works Storage	\$6,210	\$6,210	\$0	
Community Development	\$290,702	\$290,702	\$0	
Building Inspection	\$120,200	\$90,200	-\$30,000	9
Transfers/Other	\$501,990	\$501,990	\$0	
Total General Fund Expenditures	<u>\$8,579,348</u>	<u>\$8,978,278</u>	<u>\$398,930</u>	
Use of Fund Balance				
Sources Over (Under) Expenditures	\$0	\$0	\$0	

**General Fund
Proposed Amended Budget Notes
FY 2014**

Revenues

Note #	1	Energy Sales & Use tax	-\$33,500 Decrease. Additional 1% not implemented until October.
Note #	2	Charges for development related fees	\$20,000 Increase. Adjust to additional fees received.
Note #	3	Donations/ Contributions for projects	\$23,755 Increase. K-9 surgery donations, \$10,000. \$13,755 slurry seal by developers.
Note #	4	Fund Balance	\$388,675 Increase - street projects.

Total Sources of Funds

\$398,930

Expenditures

Note#	1	Council Contingency	-\$25,030 Decrease. Contingency for blance of Fire District assessment, etc.
Note#	2	Elections	-\$7,900 Decrease. Adjust to actual.
Note#	3	K-9	\$10,000 Increase. Surgery (funded by donations).
Note#	4	Fire Assessment	\$19,430 Increase. Actual Fire District 2013 budget increases.
Note#	5	Street Projects	\$402,430 Increase. Street projects, fund balance of \$388,675 and \$13,755 developer contribution.
Note#	6	GIS	\$5,000 Increase. Computer not purchased FY 2013.
Note#	7	Engineering	\$20,000 Increase. Actual anticipated development charges.
Note#	8	Parks Building	\$5,000 Increase. Two unanticipated repairs (door, HVAC).
Note#	9	Building Inspection	-\$30,000 Decrease. Adjust to anticipated actual.

Engineer's Request

FY 2014 Budget \$ 576,000.00

Balance Main & Parrish \$ 9,627.00FY 2013 Projects **\$ 399,301.38** *Actual cost was approximately \$90,000 more than balance*

FY 2014 Engineering \$ 29,074.91

Balance subtotal \$ 186,325.62

\$ 575,000.00**\$ 388,674.38**

From: [kevin campbell](#)
To: [Blaine Lutz](#); [matt robertson](#)
Subject: RE: Street Projects
Date: Tuesday, April 08, 2014 1:46:31 PM

Hi Blaine -

Crack and Slurry will be about \$140,000 for City work.

The Street Overlay project will be awarded for about \$290,000.

And we are estimating the 400 East work will be about \$60,000 (with Bountiful City).

We were shooting for about \$575,000 total (with engineering), so we would like to add about \$35,000 worth of overlay and or slurry seal work to get up to about \$525,000 of construction cost.

Kevin

Kevin Campbell, P.E.
Centerville City Engineer

Kevin Campbell, P.E.
ESI Engineering, Inc
3500 S. Main St.
SLC, Ut 84115
801.263.1752

From: Blaine Lutz [<mailto:BlaineL@centervilleut.com>]
Sent: Tuesday, April 08, 2014 11:36 AM
To: kevin campbell; matt robertson
Subject: Street Projects

Guys,

How much are you requesting for street projects? How much was the streets portion of the Slurry bid?

Blaine L. Lutz
Finance Director/Asst. City Manager
801-295-3477
e-fax 801-335-4860



Engineer
request

**FY 2014 General Fund
Revenues & Expenditures
Proposed Amended Budget
April 15, 2014**

	2013/14 Original Approved	2013/14 Proposed	Adjustment	note
<u>Revenues</u>				
Property Tax/Fee in Lieu	\$1,082,913	\$1,082,913	\$0	
Sales Tax	\$3,455,070	\$3,455,070	\$0	
Franchise Taxes	\$1,330,000	\$1,296,500	-\$33,500	1
Licenses & Permits	\$356,350	\$356,350	\$0	
Intergovernmental	\$602,390	\$602,390	\$0	
Charges for Services	\$835,475	\$855,475	\$20,000	2
Fines	\$485,000	\$485,000	\$0	
Miscellaneous	\$53,250	\$53,250	\$0	
Contributions & Transfers	\$182,500	\$192,500	\$10,000	3
Total General Fund Revenues	\$8,382,948	\$8,379,448	-\$3,500	
Use of Designated Fund Balance				
Use of Undesignated Fund Balance/Other Proceeds	\$196,400	\$521,400	\$325,000	4
Total Sources of Revenues	<u>\$8,579,348</u>	<u>\$8,900,848</u>	<u>\$321,500</u>	
<u>Expenditures</u>				
City Council	\$110,408	\$85,378	-\$25,030	1
Justice Court	\$221,273	\$221,273	\$0	
Executive	\$393,017	\$393,017	\$0	
Attorney	\$148,375	\$148,375	\$0	
Finance	\$501,272	\$501,272	\$0	
Legal	\$33,000	\$33,000	\$0	
Emergency Management	\$12,900	\$12,900	\$0	
Elections	\$19,600	\$11,700	-\$7,900	2
Youth Council	\$7,000	\$7,000	\$0	
Police	\$2,220,247	\$2,220,247	\$0	
Liquor Law	\$18,350	\$18,350	\$0	
School Crossing	\$52,199	\$52,199	\$0	
DARE	\$102,873	\$102,873	\$0	
K-9	\$2,250	\$12,250	\$10,000	3
Animal Control	\$24,000	\$24,000	\$0	
Fire	\$794,172	\$813,602	\$19,430	4
Public Works Administration	\$284,565	\$284,565	\$0	
Streets	\$706,076	\$706,076	\$0	
Street Projects	\$650,000	\$975,000	\$325,000	5
Other Improvement Projects	\$154,000	\$154,000	\$0	
GIS	\$88,069	\$93,069	\$5,000	6
Engineering	\$86,500	\$106,500	\$20,000	7
Parks	\$813,615	\$813,615	\$0	
Community Events	\$23,650	\$23,650	\$0	
City Hall	\$128,405	\$128,405	\$0	
Parks & Recreation Facility	\$10,790	\$15,790	\$5,000	8
Public Works Facility	\$53,640	\$53,640	\$0	9
Public Works Storage	\$6,210	\$6,210	\$0	
Community Development	\$290,702	\$290,702	\$0	
Building Inspection	\$120,200	\$90,200	-\$30,000	10
Transfers/Other	\$501,990	\$501,990	\$0	
Total General Fund Expenditures	<u>\$8,579,348</u>	<u>\$8,900,848</u>	<u>\$321,500</u>	
Use of Fund Balance				
Sources Over (Under) Expenditures	\$0	\$0	\$0	

**General Fund
Proposed Amended Budget Notes
FY 2014**

Revenues

Note #	1	Energy Sales & Use tax	-\$33,500 Decrease. Additional 1% not implemented until October.
Note #	2	Charges for development related fees	\$20,000 Increase. Adjust to additional fees received.
Note #	3	Donations	\$10,000 Increase. K-9 surgery donations
Note #	4	Fund Balance	\$325,000 Increase - street projects.

Total Sources of Funds

\$321,500

Expenditures

Note#	1	Council Contingency	-\$25,030 Decrease. Contingency for blance of Fire District assessment, etc.
Note#	2	Elections	-\$7,900 Decrease. Adjust to actual.
Note#	3	K-9	\$10,000 Increase. Surgery (funded by donations).
Note#	4	Fire Assessment	\$19,430 Increase. Actual Fire District 2013 budget increases.
Note#	5	Street Projects	\$325,000 Increase. Street projects.
Note#	6	GIS	\$5,000 Increase. Computer not purchased FY 2013.
Note#	7	Engineering	\$20,000 Increase. Actual anticipated development charges.
Note#	8	Parks Building	\$5,000 Increase. Two unanticipated repairs (door, HVAC).
Note#	10	Building Inspection	-\$30,000 Decrease. Adjust to anticipated actual.

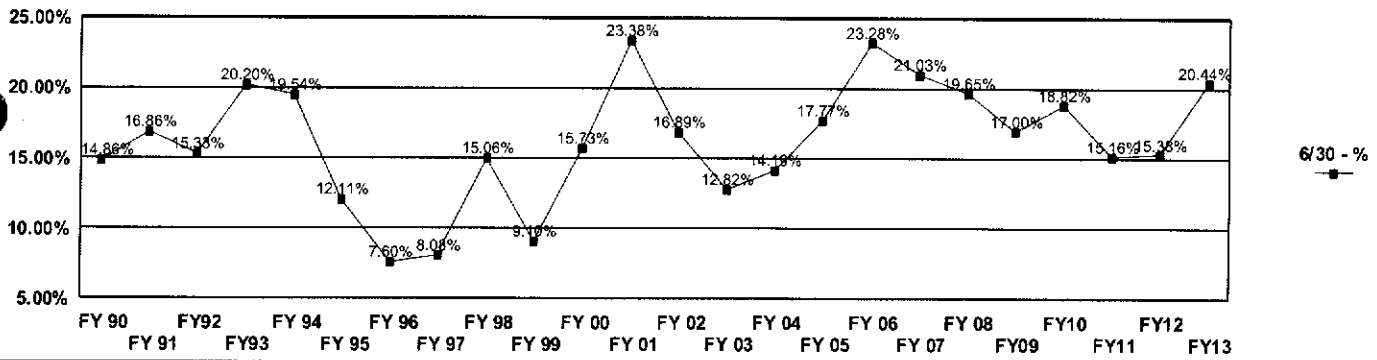
Total Expenditure Adjustment

\$321,500

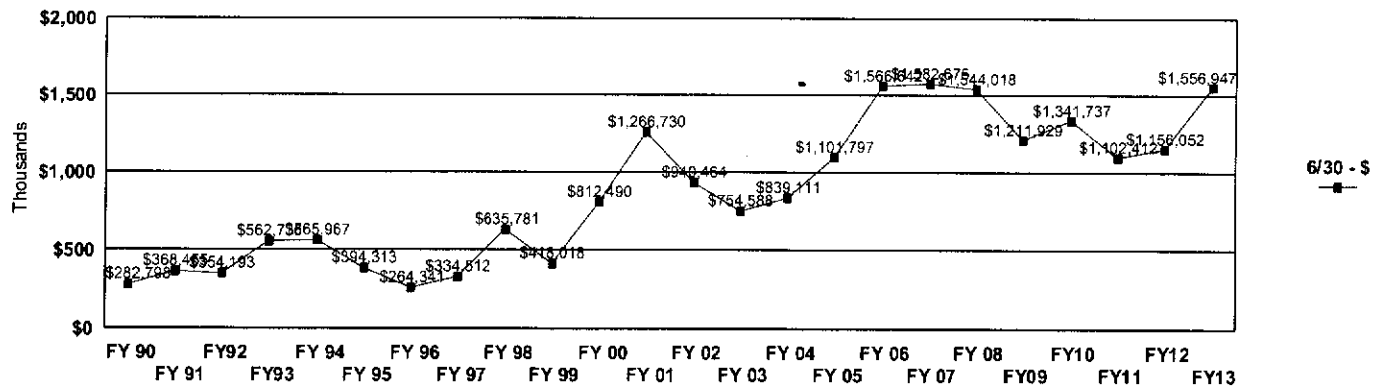
Revenue over/under expenditures

\$0

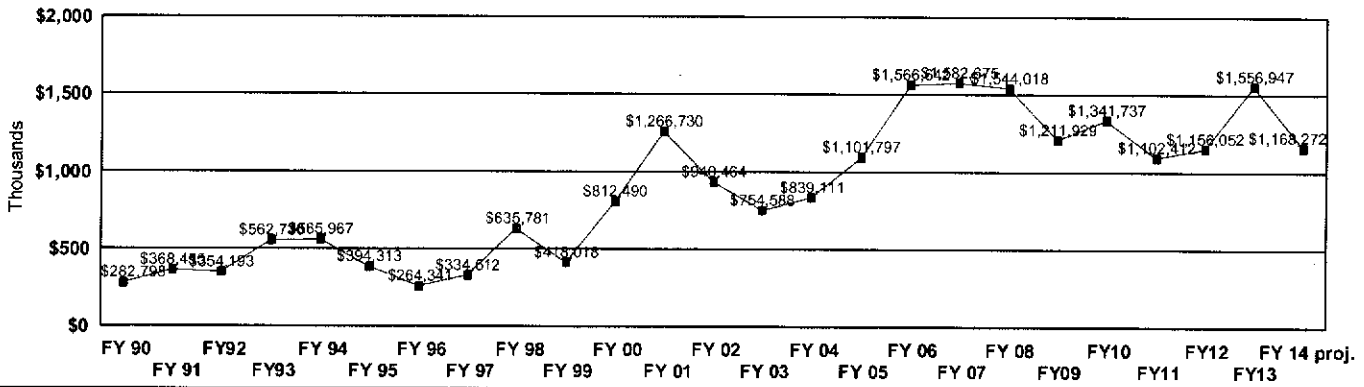
Fund Balance 7/1/2013 as a percent of revenues



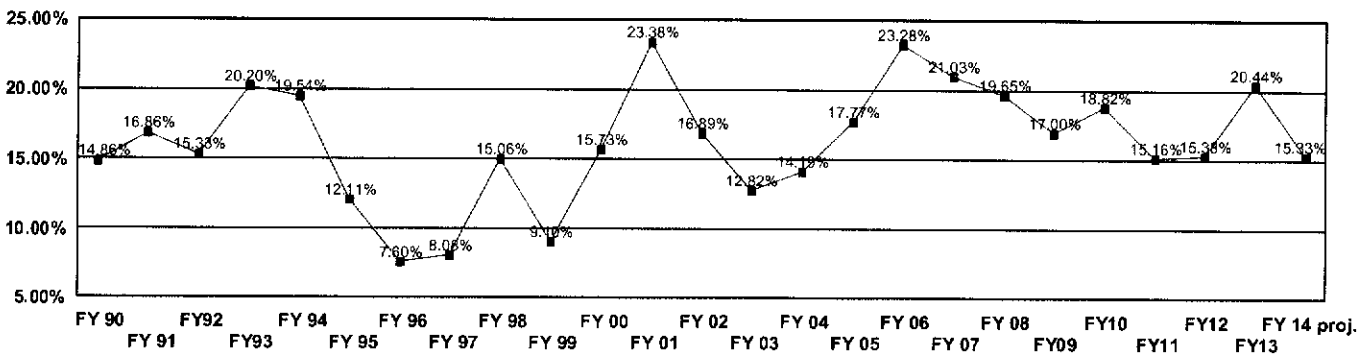
Fund Balance 7/1/2013 in \$'s



Fund Balance 6/30/2014 estimate in \$'s



Fund Balance 6/30/2013 estimate as a percent of revenues



CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No. 7

Short Title: Award bid to Staker Parson Co. in the amount of \$289,150 for 2014 Street Paving projects

Initiated By: City Engineer

Scheduled Time: 7:55

SUBJECT

RECOMMENDATION

Award bid to Staker Parson Co. for the 2014 Street Overlays Project in the amount of \$289,150. This recommendation, however, is conditioned upon the Council amending the FY 2014 Budget--the subject of item # 6 on the meeting agenda. Otherwise there would not be enough budget authority to fund this contract.

BACKGROUND

The attached email from Kevin Campbell, City Engineer, reveals there were five bidders for this work, with four of them bunched very close in terms of bid amounts, and considerably below the Engineer's Estimate.

ATTACHMENTS:

Description

- ☐ Street Overlay Project - ESI
- ☐ Bid Document

From: [kevin_campbell](#)
To: [Steve Thacker](#)
Cc: [Randy Randall](#); [matt robertson](#); [Marsha Morrow](#); [Jacob Smith](#); [Blaine Lutz](#)
Subject: Street Overlay Project 2014_NOA
Date: Friday, April 11, 2014 10:02:00 AM
Attachments: [#13-124 Street Overlays Bid Tab.pdf](#)
[Staker Parson Co. NOA.doc](#)

Steve -

On March 27, 2014 bids were received and opened for the above referenced project. The following contractors submitted bids:

1. Staker Parson Co.	\$ 289,150.00
2. Kilgore Contracting	\$ 289,615.60
3. Consolidated Paving	\$ 302,378.00
4. Granite Construction	\$ 304,304.00
5. Morgan Asphalt	\$ 353,631.27
Engineer Estimate	\$ 347,760.50

As you can see the bids were very competitive with each other and also in comparison to the engineer estimate. Staker Parson's unit price for asphalt overlay is \$54.05 / ton, whereas the engineer estimate for this item was \$62.50 / ton. This accounts for about half of the difference between engineer estimate and low bid.

It is recommended that the project be awarded to Staker Parson Co. in the amount of \$ 289,150.00. It is also recommended that, if budget allows, work be added to this contract at same unit prices to take advantage of very good overlay prices. There are several other streets in the City that are in need of overlay this year. We can provide additional info regarding these streets as needed.

Regards,

Kevin

Kevin Campbell, P.E.
Centerville City Engineer

Kevin Campbell, P.E.
ESI Engineering, Inc
3500 S. Main St.
SLC, Ut 84115
801.263.1752



BID TABULATION FOR CENTERVILLE CITY

Note: All materials are to be supplied by the Contractor.

Street Overlays Project 2014 - #13-124				Engineer's Estimate		Staker Parson		Kilgore Contracting		Consolidated Paving	
Item No.	Description	Amounts	Units	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Rotomill roadway edges (1" average) and haul millings to Public Works Building (655 N 1250 W). Includes lowering of valves and manholes	5,980	SY	\$2.00	\$11,960.00	\$1.85	\$11,063.00	\$1.68	\$10,046.40	\$1.97	\$11,780.60
2	Rotomill roadway edges (1.75" average) and haul millings to Public Works Building (655 N 1250 W). Includes lowering of valves and manholes	2,515	SY	\$2.50	\$6,287.50	\$1.85	\$4,652.75	\$2.35	\$5,910.25	\$2.34	\$5,885.10
3	Sweep street and apply tack coat	24,850	SY	\$0.20	\$4,970.00	\$0.07	\$1,739.50	\$0.25	\$6,212.50	\$0.48	\$11,928.00
4	2" thick asphalt overlay (AC-20 DM 1/2")	2,950	TN	\$62.50	\$184,375.00	\$54.05	\$159,447.50	\$55.82	\$164,669.00	\$58.79	\$173,430.50
5	Pavedry 381 or Mirafi Mirapave 400 geo-textile fabric (not including overlap)	8,730	SY	\$2.00	\$17,460.00	\$1.25	\$10,912.50	\$1.34	\$11,698.20	\$0.98	\$8,555.40
6	Asphalt level course (approx. 1" thick)	900	SF	\$3.00	\$2,700.00	\$0.90	\$810.00	\$0.56	\$504.00	\$0.52	\$468.00
7	Remove and replace existing asphalt (3" thick)	2,112	SF	\$4.00	\$8,448.00	\$5.70	\$12,038.40	\$2.50	\$5,280.00	\$1.43	\$3,020.16
8	Remove and replace existing asphalt (5" thick)	305	SF	\$6.00	\$1,830.00	\$10.20	\$3,111.00	\$5.55	\$1,692.75	\$2.38	\$725.90
9	Remove and replace 24" curb and gutter as per Engineer including saw-cut as needed	140	LF	\$28.00	\$3,920.00	\$28.65	\$4,011.00	\$28.65	\$4,011.00	\$16.54	\$2,315.60
10	Remove and replace 30" curb and gutter as per Engineer including saw-cut as needed	330	LF	\$30.00	\$9,900.00	\$29.65	\$9,784.50	\$29.70	\$9,801.00	\$22.73	\$7,500.90
11	Remove and replace concrete waterway as per Engineer including saw-cut as needed	464	SF	\$10.00	\$4,640.00	\$10.25	\$4,756.00	\$10.25	\$4,756.00	\$9.14	\$4,240.96
12	Remove and replace sidewalk as per Engineer including saw-cut as needed	1,136	SF	\$5.00	\$5,680.00	\$5.05	\$5,736.80	\$5.00	\$5,680.00	\$4.53	\$5,146.08
13	Remove and replace pedestrian ramp as per Engineer including saw-cut as needed	1,380	SF	\$6.50	\$8,970.00	\$7.00	\$9,660.00	\$7.00	\$9,660.00	\$9.47	\$13,068.60
14	Remove and replace drive approach as per Engineer including saw-cut as needed	60	SF	\$7.00	\$420.00	\$7.15	\$429.00	\$7.20	\$432.00	\$7.40	\$444.00
15	Raise manhole to grade with concrete collar	39	EA	\$400.00	\$15,600.00	\$360.00	\$14,040.00	\$305.00	\$11,895.00	\$359.70	\$14,028.30

Item No.	Description	Amounts	Units	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
16	Raise water valve or monument to grade with concrete collar	43	EA	\$325.00	\$13,975.00	\$185.00	\$7,955.00	\$130.00	\$5,590.00	\$256.15	\$11,014.45
17	Raise solid rectangular lid to grade with collar	1	EA	\$750.00	\$750.00	\$700.00	\$700.00	\$720.00	\$720.00	\$719.40	\$719.40
18	Cut down walls on existing storm drain box and install concrete lid with ring and cover as per detail	1	Lump Sum	\$5,000.00	\$5,000.00	\$1,275.00	\$1,275.00	\$1,290.00	\$1,290.00	\$1,231.70	\$1,231.70
19	Re-stripe traffic lanes, crosswalks and markings on Chase Lane	1	Lump Sum	\$2,000.00	\$2,000.00	\$1,690.00	\$1,690.00	\$1,700.00	\$1,700.00	\$2,336.96	\$2,336.96
20	Re-stripe parking stalls at Public Works Shop	1	Lump Sum	\$500.00	\$500.00	\$230.00	\$230.00	\$230.00	\$230.00	\$452.35	\$452.35
21	Restore landscaping and sprinklers as needed	1	Lump Sum	\$1,500.00	\$1,500.00	\$300.00	\$300.00	\$325.00	\$325.00	\$500.00	\$500.00
22	Import untreated base course including compaction as needed under new concrete	75	TN	\$25.00	\$1,875.00	\$15.25	\$1,143.75	\$15.50	\$1,162.50	\$20.38	\$1,528.50
23	Traffic Control	1	Lump Sum	\$15,000.00	\$15,000.00	\$15,050.00	\$15,050.00	\$12,100.00	\$12,100.00	\$9,810.00	\$9,810.00
24	Mobilization	1	Lump Sum	\$20,000.00	\$20,000.00	\$8,614.30	\$8,614.30	\$14,250.00	\$14,250.00	\$12,246.54	\$12,246.54
Total (Items 1-24)					\$347,760.50		\$289,150.00		\$289,615.60		\$302,378.00



BID TABULATION FOR CENTERVILLE CITY

Note: All materials are to be supplied by the Contractor.

Street Overlays Project 2014 - #13-124				Granite Construction		Morgan Asphalt	
Item No.	Description	Amounts	Units	Unit Price	Total	Unit Price	Total
1	Rotomill roadway edges (1" average) and haul millings to Public Works Building (655 N 1250 W). Includes lowering of valves and manholes	5,980	SY	\$2.25	\$13,455.00	\$2.40	\$14,352.00
2	Rotomill roadway edges (1.75" average) and haul millings to Public Works Building (655 N 1250 W). Includes lowering of valves and manholes	2,515	SY	\$1.80	\$4,527.00	\$3.60	\$9,054.00
3	Sweep street and apply tack coat	24,850	SY	\$0.40	\$9,940.00	\$0.77	\$19,134.50
4	2" thick asphalt overlay (AC-20 DM 1/2")	2,950	TN	\$60.00	\$177,000.00	\$63.30	\$186,735.00
5	Pavedry 381 or Mirafi Mirapave 400 geo-textile fabric (not including overlap)	8,730	SY	\$1.10	\$9,603.00	\$1.10	\$9,603.00
6	Asphalt level course (approx. 1" thick)	900	SF	\$0.60	\$540.00	\$1.65	\$1,485.00
7	Remove and replace existing asphalt (3" thick)	2,112	SF	\$2.00	\$4,224.00	\$4.34	\$9,166.08
8	Remove and replace existing asphalt (5" thick)	305	SF	\$4.00	\$1,220.00	\$8.23	\$2,510.15
9	Remove and replace 24" curb and gutter as per Engineer including saw-cut as needed	140	LF	\$30.00	\$4,200.00	\$23.80	\$3,332.00
10	Remove and replace 30" curb and gutter as per Engineer including saw-cut as needed	330	LF	\$31.00	\$10,230.00	\$26.19	\$8,642.70
11	Remove and replace concrete waterway as per Engineer including saw-cut as needed	464	SF	\$11.00	\$5,104.00	\$10.71	\$4,969.44
12	Remove and replace sidewalk as per Engineer including saw-cut as needed	1,136	SF	\$5.50	\$6,248.00	\$7.14	\$8,111.04
13	Remove and replace pedestrian ramp as per Engineer including saw-cut as needed	1,380	SF	\$7.50	\$10,350.00	\$7.14	\$9,853.20
14	Remove and replace drive approach as per Engineer including saw-cut as needed	60	SF	\$8.00	\$480.00	\$9.52	\$571.20
15	Raise manhole to grade with concrete collar	39	EA	\$325.00	\$12,675.00	\$416.58	\$16,246.62

Item No.	Description	Amounts	Units	Unit Price	Total	Unit Price	Total
16	Raise water valve or monument to grade with concrete collar	43	EA	\$150.00	\$6,450.00	\$267.80	\$11,515.40
17	Raise solid rectangular lid to grade with collar	1	EA	\$800.00	\$800.00	\$1,428.27	\$1,428.27
18	Cut down walls on existing storm drain box and install concrete lid with ring and cover as per detail	1	Lump Sum	\$1,400.00	\$1,400.00	\$1,487.79	\$1,487.79
19	Re-stripe traffic lanes, crosswalks and markings on Chase Lane	1	Lump Sum	\$2,900.00	\$2,900.00	\$2,799.31	\$2,799.31
20	Re-stripe parking stalls at Public Works Shop	1	Lump Sum	\$450.00	\$450.00	\$391.90	\$391.90
21	Restore landscaping and sprinklers as needed	1	Lump Sum	\$500.00	\$500.00	\$3,900.00	\$3,900.00
22	Import untreated base course including compaction as needed under new concrete	75	TN	\$20.00	\$1,500.00	\$37.02	\$2,776.50
23	Traffic Control	1	Lump Sum	\$13,508.00	\$13,508.00	\$16,166.17	\$16,166.17
24	Mobilization	1	Lump Sum	\$7,000.00	\$7,000.00	\$9,400.00	\$9,400.00
	Total (Items 1-24)				\$304,304.00		\$353,631.27

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No. 8.

Short Title: Mayor's Report

Initiated By: Mayor

Scheduled Time: 8:00

SUBJECT

RECOMMENDATION

BACKGROUND

Mayor Cutler may report on one or more matters of interest.

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No. 9.

Short Title: City Manager's Report

Initiated By: City Manager

Scheduled Time: 8:10

SUBJECT

- a. Bus stop locations

RECOMMENDATION

- a. Give direction to City Manager regarding the potential relocation of bus stops in connection with the Parrish & Main Intersection Project.

BACKGROUND

- a. The City Manager has been talking with a UTA rep and adjacent property owners about the possibility of relocating the existing two bus stops closest to Parrish Lane. He will report on these discussions, which are continuing.

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No. 10.

Short Title: Council Training - Robert's Rules of Order

Initiated By: City Attorney

Scheduled Time: 8:15

SUBJECT

Training and discussion regarding order of business for agenda items and Robert's Rules of Order

RECOMMENDATION

Review handout regarding standard order of business for agenda items, motion protocol and effective discussion and debate.

BACKGROUND

ATTACHMENTS:

Description

□ Agenda and Motions Handout

ORDER OF BUSINESS FOR AGENDA ITEMS

- **Introduction** to Agenda Item by Chair
- **Staff Presentation** (questions for staff AFTER they are done with report)
- **Applicant Presentation** (relevant questions for applicant may be asked)
- **Public Hearing** (when required)
- **Applicant Response** to Public Comment (if any)
- **Further Questions** for Staff and/or applicant
- ****MOTION and DEBATE** (Commission only)
- **Possible Amendments** to Motion Made
- **Vote**

****REMEMBER:**

Making a MOTION officially OPENS our DEBATE. Most of the debate/discussion should happen after a motion is made.

MOTION MAKING PROTOCOL

- Motion
- Second
- Discussion/Debate
- Amendments
- Discussion/Debate
- Vote

REMEMBER:

- Motion opens debate.
- Intent of motion making is to get item on the table, at least two people find merit in debate.
- Those who made and seconded the motion may choose not to vote in favor of the motion.

TIPS FOR AN EFFECTIVE DISCUSSION/DEBATE

- Chair to call for discussion
- Maker of the motion to speak first
- Focus on question at hand
- Avoid irrelevant issues
- **Address ordinance criteria**
- **Affirmatively state your arguments**
- **Avoid circular debate**
- **Must receive full debate**
- **All sides of argument voiced**
- **Include rationale for your leaning/arguments (the public's business should be in the public record)**
- Discussion and debate, not negotiation
- Chair to restate the motion
- Voice Vote taken
- Chair to announce the vote and action

CENTERVILLE CITY COUNCIL

Staff Backup Report 4/15/2014

Item No. 11.

Short Title: Continue presentation and discussion of drainage impact fee analysis and rate study

Initiated By: City staff

Scheduled Time: 8:30

SUBJECT

RECOMMENDATION

Allow Fred Philpot, consultant from Lewis, Young, Robertson & Burningham, to present the additional scenarios prepared since the March 4 work session on this topic; then discuss the impact fee analysis and rate study content and recommendations.

BACKGROUND

City Council received the initial presentation on this matter at their March 4 work session. However, additional time is needed for the City Council to understand the content of this impact fee analysis and rate study pertaining to the Drainage System. At the March 4 work session, staff recommended additional scenarios be prepared and considered--including stretching the subdrain projects over a greater number of years, and possibly a multi-year step increase in the monthly utility fees. The attached document is an update of the document given to City Council at the March 4 meeting and includes additional scenarios as requested.

ATTACHMENTS:

Description

- ☐ 2014 Storm Drain Impact Fee & Rate Analysis



LYRB

2014 STORM DRAIN IMPACT FEE & RATE ANALYSIS

CENTERVILLE CITY, UTAH

MARCH 2014

LEWIS  YOUNG
ROBERTSON & BURNINGHAM, INC.



IFFP AND IFA METHODOLOGY

1. Determine Existing & Future Demand within the Service Area
2. Provide Inventory of Existing Facilities
3. Establish Existing Level of Service
4. Identify Existing and Future Capital Facilities Necessary to Serve New Growth
5. Consider All Revenue Resources to Finance System Improvements
6. Conduct Proportionate Share Analysis



SERVICE AREA & DEMAND

- **Service Area:**
 - Single City-wide service area
- **Demand Analysis:**
 - 208 Acres Served by IFFP Projects

	ACRES
Acres Developed	1,543
Acres Undeveloped	625
Acres Served by IFFP Projects	208
<i>Source: Master Plan, Centerville City</i>	



EXISTING FACILITIES & BUY IN

The City has determined that the excess capacity portion of the existing storm drain infrastructure is minimal. Thus, a buy-in component has not been calculated or included in this analysis.

LEVEL OF SERVICE

City Drainage systems are designed to handle the 10 year storm event, while the County Drainage Systems (stream channels) are designed to handle the 100 year storm event.

FUTURE FACILITIES

	TOTAL	CITY	COUNTY	UDOT	DEVELOPER	GROWTH
Totals	\$3,684,000	\$1,804,375	\$115,000	\$817,415	\$150,000	\$797,210

Impact Fee Includes Only the Growth Related Portion of Future Storm Drain Projects

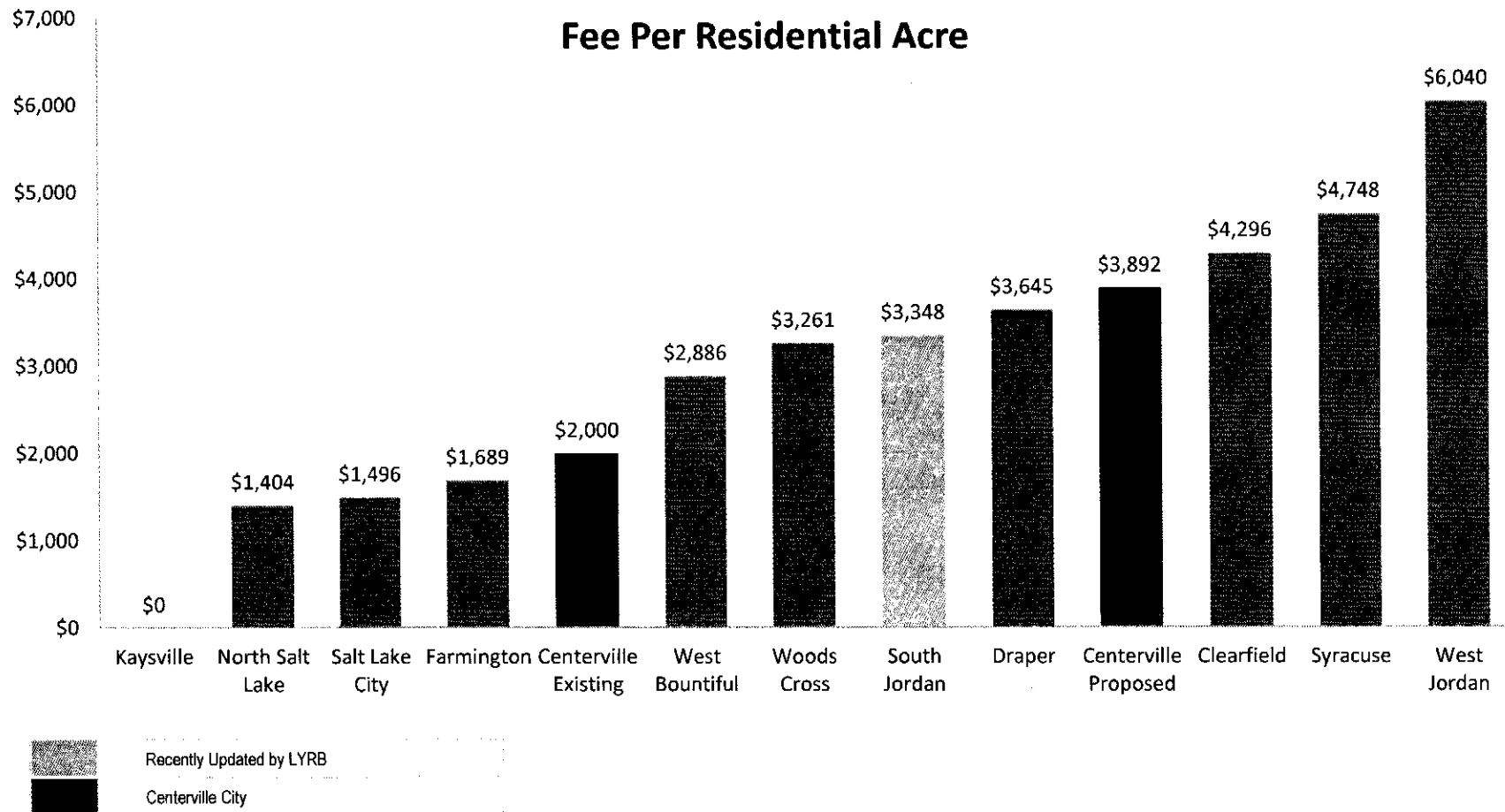
- Financing Mechanism: Assumes Pay-As-You-Go

STORM DRAIN IMPACT FEE

STORM DRAIN PROPORTIONATE SHARE ANALYSIS	GROWTH RELATED COSTS	% TO IFFP	COST TO IFFP	UNDEVELOPED ACRES	FEE PER ACRE
Buy-In Component	-		-	208	-
Future Storm Drain Projects	\$797,210	100%	\$797,210	208	\$3,833
Proposed Financing Costs	-	100%	-	208	-
Professional Expenses	\$12,300	100%	\$12,300	208	\$59
(Less Impact Fee Fund Balance)	-	100%	-	208	-
Total	\$809,510		\$809,510		\$3,892

- ❖ Note: With the inclusion of proposed debt, the impact fee could be increased to include growth related debt expenses.
- ❖ Financing costs could add another \$400 dollars to the impact fee.

COMPARATIVE STORM DRAIN IMPACT FEES





RATE ANALYSIS

- ❖ General Pricing Objectives
- ❖ General Assumptions
- ❖ Projected Capital and Repair & Replacement Needs
- ❖ Scenario Analysis
- ❖ Summary of Recommended Structure



PRICING OBJECTIVES

- ❖ Simple and Equitable Rates Structures
- ❖ Ease of Implementation
- ❖ Revenue Sufficiency and Maintenance of Bond Covenants
 - Ensure the drainage utility has sufficient debt service coverage of at least 1.25 times coverage.
 - The analysis seeks to maintain at least 150 Days of Working Capital (measured as a ratio of unrestricted year-end cash balances over operating expenditures).
 - Begin funding a portion of annual depreciation to reflect capital repair and replacement needs.
- ❖ Rate Affordability
 - An affordability index of 1.5% of Median Household Income (MHI) is used as a benchmark in this analysis.

ASSUMPTIONS

- ❖ Increase in Expenditures of 3% Annually
- ❖ Annual Repair and Replacement Allocation (R&R) = \$113,782
- ❖ 100% funding of Capital Improvement Plan (CIP)
- ❖ 99.5% Collection Rate Adjustment
- ❖ Growth in ESUs/EDUs of .75%

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Storm Utility ESUs	7,615	7,688	7,698	7,569	7,626	7,683	7,741	7,799	7,858	7,917
Subdrain EDUs: In District	1,179	1,193	1,436	1,447	1,458	1,469	1,480	1,491	1,502	1,513
Subdrain EDUs: Outside District	4,109	4,294	4,364	4,397	4,430	4,463	4,496	4,530	4,564	4,598



ASSUMPTIONS

- ❖ Utilizing the growth estimates, LYRB can forecast the potential revenues generated from current service charges without any rate increases, as shown below.

HISTORIC REVENUES	2008	2009	2010	2011	2012	2013
Charges for Services	\$579,744	\$542,718	\$546,537	\$549,545	\$555,681	\$564,987

PROJECTED FISCAL YEAR REVENUES	2014	2015	2016	2017	2018	2019	2020
Storm Utility Revenues	361,495	364,218	366,940	369,710	372,480	375,298	378,116
Subdrain Utility (IN) Revenues	103,647	104,424	105,207	105,996	106,791	107,592	108,399
Subdrain Utility (OUT) Revenues	104,994	105,781	106,575	107,374	108,179	108,991	109,808
Charges for Services	\$570,136	\$574,423	\$578,722	\$583,080	\$587,451	\$591,881	\$596,323



ASSUMPTIONS

- ❖ 22 percent of the 2012 Water Revenue and Refunding Bonds is funded from the Storm Drain utility.

\$4,210,000 CENTERVILLE, UTAH						STORM PORTION
2012 WATER REVENUE & REFUNDING BONDS, SERIES 2012						
FY YEAR	PRINCIPAL	COUPON	INTEREST	TOTAL P+I	FISCAL TOTAL	
2013	335,000.00	2.00%	59,100.10	394,100.10	448,881.35	53,836.98
2014	355,000.00	2.00%	109,562.50	409,781.25	461,012.50	62,937.50
2015	365,000.00	2.00%	102,462.50	416,231.25	463,812.50	67,087.50
2016	405,000.00	4.00%	95,162.50	452,581.25	492,062.50	95,137.50
2017	425,000.00	2.50%	78,962.50	464,481.25	498,650.00	102,575.00
2018	185,000.00	2.25%	68,337.50	219,168.75	251,256.25	110,443.75
2019	265,000.00	2.50%	64,175.00	297,087.50	325,862.50	187,187.50
2020	285,000.00	2.50%	57,550.00	313,775.00	338,987.50	197,625.00
2021	\$305,000.00	2.50%	\$50,425.00	\$330,212.50	\$351,612.50	\$212,625.00



CIP AND R&R

CAPITAL IMPROVEMENT PLAN (FISCAL YEAR)	2015	2016	2017	2018	2019	2020
Total Storm Drain Capital Projects	(190,500)	(164,000)	(250,740)	(152,850)	(307,000)	(253,500)
Funding of Depreciation	(28,446)	(28,446)	(28,446)	(28,446)	(28,446)	(28,446)
Total Subdrain Capital Projects	(240,000)	(200,000)	-	(250,000)	-	(60,000)
Total CIP (Including 25% Depreciation)	(\$458,946)	(\$392,446)	(\$279,186)	(\$431,296)	(\$335,446)	(\$341,946)

SCENARIO ANALYSIS

- ❖ Scenario 1 (Baseline): No Rate Increase
- ❖ Scenario 2: Rate Increase (No Debt)
- ❖ Scenario 3: Base Rate Increase (with Debt)
- ❖ Scenario 4: Shared Rate Increase (with Debt)
- ❖ Scenario 5: Staggered Rate Increase (with Debt)

Objectives to consider
for each scenario:

1. Inclusion of **Depreciation @ 25%**
2. Inclusion of **CIP @100%**
3. Coverage ratio of **at least 1.25%**
4. Year-end fund balance should provide for **150 days of O&M.**

ANALYSIS SUMMARY: SCENARIO 1 (BASELINE): NO RATE INCREASE

FISCAL YEAR	2014	2015	2016	2017	2018	2019	2020
Base Rate Increase	-	-	-	-	-	-	-
Total Operating Revenues	\$570,136	\$574,423	\$578,722	\$583,080	\$587,451	\$591,881	\$596,323
Total Operating Expenditures	(\$514,351)	(\$529,782)	(\$545,675)	(\$562,045)	(\$578,907)	(\$596,274)	(\$614,162)
Total Non-Operating Revenues (Expenses)	\$2,815	\$39,797	\$38,144	\$38,122	\$38,694	\$39,275	\$39,864
Net Revenues Available For Debt Service	\$58,600	\$84,439	\$71,191	\$59,157	\$47,238	\$34,882	\$22,025
Total Storm Debt Service	(\$62,938)	(\$67,088)	(\$95,138)	(\$102,575)	(\$110,444)	(\$187,188)	(\$197,625)
COVERAGE RATIO	0.93	1.26	0.75	0.58	0.43	0.19	0.11
COVERAGE RATIO: w/o Impact Fees	0.93	0.71	0.35	0.21	0.08	(0.02)	(0.09)
SURPLUS REVENUES	(\$4,338)	\$17,351	(\$23,946)	(\$43,418)	(\$63,205)	(\$152,306)	(\$175,600)
Total Transfers In (Out)	-	-	-	-	-	-	-
Total CIP (Including 25% Depreciation)	-	(\$458,946)	(\$392,446)	(\$279,186)	(\$431,296)	(\$335,446)	(\$341,946)
Proposed Series 20xx Proceeds	-	-	-	-	-	-	-
Proposed Series 20xx Proceeds	-	-	-	-	-	-	-
Total Change in Cash Position	(\$4,338)	(\$441,594)	(\$416,392)	(\$322,603)	(\$494,501)	(\$487,751)	(\$517,546)
Beginning Cash Reserves	\$563,015	\$558,677	\$117,083	(\$299,309)	(\$621,912)	(\$1,116,413)	(\$1,604,164)
Ending Cash Reserves	\$558,677	\$117,083	(\$299,309)	(\$621,912)	(\$1,116,413)	(\$1,604,164)	(\$2,121,710)
Ending Cash Reserves (unrestricted)	\$558,677	\$117,083	(\$299,309)	(\$621,912)	(\$1,116,413)	(\$1,604,164)	(\$2,121,710)
Ending Bond Proceeds Balance	-	-	-	-	-	-	-
Days of Working Capital (Unrestricted)	396	81	(200)	(404)	(704)	(982)	(1,261)

ANALYSIS SUMMARY: SCENARIO 2: RATE INCREASE (NO DEBT)

FISCAL YEAR	2014	2015	2016	2017	2018	2019	2020
Base Rate Increase	0.0%	106.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Proposed Base Rate	\$4.00	\$8.24	\$8.24	\$8.24	\$8.24	\$8.24	\$8.24
Total Operating Revenues	\$570,136	\$960,494	\$967,678	\$974,973	\$982,280	\$989,697	\$997,126
Total Operating Expenditures	(\$514,351)	(\$529,782)	(\$545,675)	(\$562,045)	(\$578,907)	(\$596,274)	(\$614,162)
Total Non-Operating Revenues (Expenses)	\$2,815	\$39,797	\$40,075	\$40,511	\$41,441	\$41,537	\$41,687
Net Revenues Available For Debt Service	\$58,600	\$470,510	\$462,078	\$453,438	\$444,814	\$434,960	\$424,651
Total Storm Debt Service	(\$62,938)	(\$67,088)	(\$95,138)	(\$102,575)	(\$110,444)	(\$187,188)	(\$197,625)
COVERAGE RATIO	0.93	7.01	4.86	4.42	4.03	2.32	2.15
COVERAGE RATIO: w/o Impact Fees	0.93	6.46	4.46	4.05	3.68	2.11	1.95
SURPLUS REVENUES	(\$4,338)	\$403,422	\$366,941	\$350,863	\$334,370	\$247,772	\$227,026
Total Transfers In (Out)	-	-	-	-	-	-	-
Total CIP (Including 25% Depreciation)	-	(\$458,946)	(\$392,446)	(\$279,186)	(\$431,296)	(\$335,446)	(\$341,946)
Proposed Series 20xx Proceeds	-	-	-	-	-	-	-
Proposed Series 20xx Proceeds	-	-	-	-	-	-	-
Total Change in Cash Position	(\$4,338)	(\$55,523)	(\$25,505)	\$71,678	(\$96,925)	(\$87,673)	(\$114,919)
Beginning Cash Reserves	\$563,015	\$558,677	\$503,154	\$477,649	\$549,327	\$452,402	\$364,728
Ending Cash Reserves	\$558,677	\$503,154	\$477,649	\$549,327	\$452,402	\$364,728	\$249,809
Ending Cash Reserves (unrestricted)	\$558,677	\$503,154	\$477,649	\$549,327	\$452,402	\$364,728	\$249,809
Ending Bond Proceeds Balance	-	-	-	-	-	-	-
Days of Working Capital (Unrestricted)	396	347	319	357	285	223	148

ANALYSIS SUMMARY: SCENARIO 3: BASE RATE INCREASE (WITH DEBT)

FISCAL YEAR	2014	2015	2016	2017	2018	2019	2020
Base Rate Increase	0.0%	82.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Proposed Base Rate	\$4.00	\$7.28	\$7.28	\$7.28	\$7.28	\$7.28	\$7.28
Total Operating Revenues	\$570,136	\$873,082	\$879,613	\$886,243	\$892,885	\$899,625	\$906,378
Total Operating Expenditures	(\$514,351)	(\$529,782)	(\$545,675)	(\$562,045)	(\$578,907)	(\$596,274)	(\$614,162)
Total Non-Operating Revenues (Expenses)	\$2,815	\$42,891	\$42,793	\$44,466	\$46,071	\$46,765	\$46,194
Net Revenues Available For Debt Service	\$58,600	\$386,191	\$376,731	\$368,664	\$360,049	\$350,116	\$338,410
Total Storm Debt Service	(\$62,938)	(\$67,088)	(\$164,105)	(\$171,630)	(\$179,591)	(\$256,429)	(\$266,964)
COVERAGE RATIO	0.93	5.76	2.30	2.15	2.00	1.37	1.27
COVERAGE RATIO: w/o Impact Fees	0.93	5.16	2.05	1.91	1.77	1.20	1.11
SURPLUS REVENUES	(\$4,338)	\$319,103	\$212,626	\$197,033	\$180,459	\$93,687	\$71,446
Total Transfers In (Out)	-	-	-	-	-	-	-
Total CIP (Including 25% Depreciation)	-	(\$458,946)	(\$392,446)	(\$279,186)	(\$431,296)	(\$335,446)	(\$341,946)
Proposed Series 2016 Proceeds	-	-	\$935,396	-	-	-	-
Proposed Series 20xx Proceeds	-	-	-	-	-	-	-
Total Change in Cash Position	(\$4,338)	(\$139,842)	\$755,577	(\$82,152)	(\$250,837)	(\$241,758)	(\$270,499)
Beginning Cash Reserves	\$563,015	\$558,677	\$418,835	\$1,174,412	\$1,092,259	\$841,422	\$599,664
Ending Cash Reserves	\$558,677	\$418,835	\$1,174,412	\$1,092,259	\$841,422	\$599,664	\$329,165
Ending Cash Reserves (unrestricted)	\$558,677	\$418,835	\$631,461	\$828,494	\$841,422	\$599,664	\$329,165
Ending Bond Proceeds Balance	-	-	\$542,931	\$266,765	-	-	-
Days of Working Capital (Unrestricted)	396	289	422	538	531	367	196



ANALYSIS SUMMARY: SCENARIO 3: BASE RATE INCREASE (WITH DEBT)

- ❖ Note: With the inclusion of proposed debt the impact fee could be increased to include growth related debt expenses.
- ❖ Scenarios 3 and 4 assume the impact fee is adjusted to include debt.
- ❖ Financing costs could add another \$400 dollars to the impact fee.



SCENARIO 4: SHARED RATE INCREASE (WITH DEBT)

FISCAL YEAR	2014	2015	2016	2017	2018	2019	2020
Storm Utility Rate Increase	0.0%	72.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Subdrain Utility (IN) Rate Increase	0.0%	15.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Subdrain Utility (Out) Rate Increase	0.0%	15.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Charge/ESU/Month	\$4.00	\$6.88	\$6.88	\$6.88	\$6.88	\$6.88	\$6.88
Charge/EDU(IN)/Month	\$6.00	\$6.90	\$6.90	\$6.90	\$6.90	\$6.90	\$6.90
Charge/EDU(OUT)/Month	\$2.00	\$2.30	\$2.30	\$2.30	\$2.30	\$2.30	\$2.30

ANALYSIS SUMMARY: SCENARIO 4: SHARED RATE INCREASE (WITH DEBT)

FISCAL YEAR	2014	2015	2016	2017	2018	2019	2020
Base Rate Increase	0.0%	72.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Proposed Base Rate	\$4.00	\$6.88	\$6.88	\$6.88	\$6.88	\$6.88	\$6.88
Total Operating Revenues	\$570,136	\$868,191	\$874,686	\$881,277	\$887,882	\$894,583	\$901,298
Total Operating Expenditures	(\$514,351)	(\$529,782)	(\$545,675)	(\$562,045)	(\$578,907)	(\$596,274)	(\$614,162)
Total Non-Operating Revenues (Expenses)	\$2,815	\$42,891	\$42,768	\$44,417	\$45,997	\$46,665	\$46,069
Net Revenues Available For Debt Service	\$58,600	\$381,300	\$371,779	\$363,649	\$354,972	\$344,974	\$333,204
Total Storm Debt Service	(\$62,938)	(\$67,088)	(\$164,105)	(\$171,630)	(\$179,591)	(\$256,429)	(\$266,964)
COVERAGE RATIO	0.93	5.68	2.27	2.12	1.98	1.35	1.25
COVERAGE RATIO: w/o Impact Fees	0.93	5.09	2.02	1.88	1.74	1.18	1.09
SURPLUS REVENUES	(\$4,338)	\$314,212	\$207,675	\$192,019	\$175,382	\$88,545	\$66,240
Total Transfers In (Out)	-	-	-	-	-	-	-
Total CIP (Including 25% Depreciation)	-	(\$458,946)	(\$392,446)	(\$279,186)	(\$431,296)	(\$335,446)	(\$341,946)
Proposed Series 2016 Proceeds	-	-	\$935,396	-	-	-	-
Proposed Series 20xx Proceeds	-	-	-	-	-	-	-
Total Change in Cash Position	(\$4,338)	(\$144,733)	\$750,625	(\$87,167)	(\$255,914)	(\$246,900)	(\$275,705)
Beginning Cash Reserves	\$563,015	\$558,677	\$413,944	\$1,164,569	\$1,077,403	\$821,489	\$574,589
Ending Cash Reserves	\$558,677	\$413,944	\$1,164,569	\$1,077,403	\$821,489	\$574,589	\$298,883
Ending Cash Reserves (unrestricted)	\$558,677	\$413,944	\$621,619	\$813,637	\$821,489	\$574,589	\$298,883
Ending Bond Proceeds Balance			\$542,951	\$763,765			
Days of Working Capital (Unrestricted)	396	285	416	528	518	352	178

20

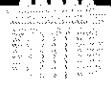


SCENARIO 5: STAGGERED BASE RATE INCREASE

FISCAL YEAR	2014	2015	2016	2017	2018	2019	2020
Storm Utility Rate Increase	0.0%	37.5%	29.0%	0.0%	0.0%	0.0%	0.0%
Subdrain Utility (IN) Rate Increase	0.0%	8.0%	7.0%	0.0%	0.0%	0.0%	0.0%
Subdrain Utility (Out) Rate Increase	0.0%	8.0%	7.0%	0.0%	0.0%	0.0%	0.0%
Charge/ESU/Month	\$4.00	\$5.50	\$7.10	\$7.10	\$7.10	\$7.10	\$7.10
Charge/EDU(IN)/Month	\$6.00	\$6.48	\$6.93	\$6.93	\$6.93	\$6.93	\$6.93
Charge/EDU(OUT)/Month	\$2.00	\$2.16	\$2.31	\$2.31	\$2.31	\$2.31	\$2.31

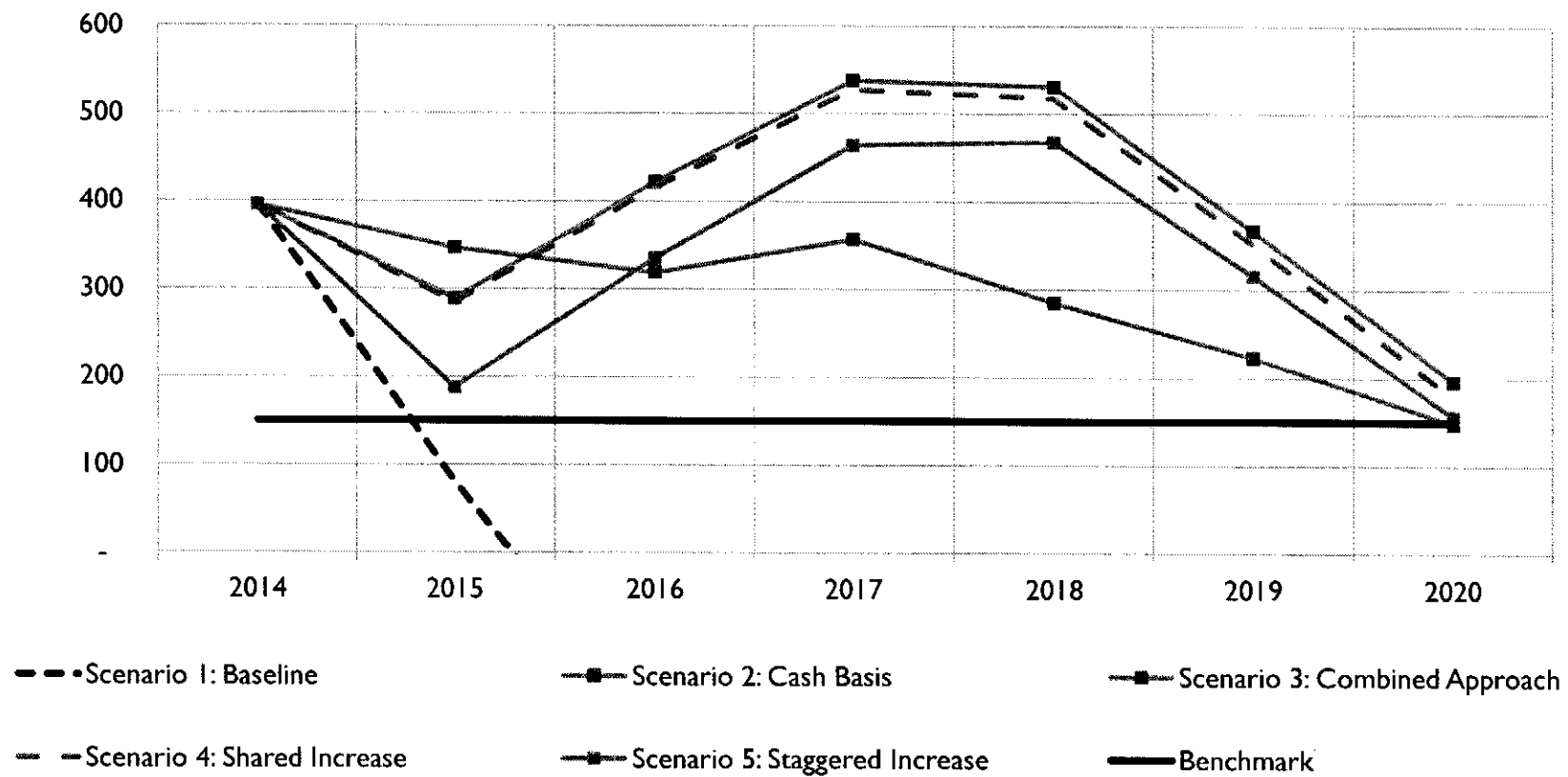
ANALYSIS SUMMARY: SCENARIO 5: STAGGERED RATE INCREASE (WITH DEBT)

FISCAL YEAR	2014	2015	2016	2017	2018	2019	2020
Base Rate Increase	0.0%	37.5%	29.0%	0.0%	0.0%	0.0%	0.0%
Proposed Base Rate	\$4.00	\$5.50	\$7.10	\$7.10	\$7.10	\$7.10	\$7.10
Total Operating Revenues	\$570,136	\$727,821	\$895,595	\$902,344	\$909,107	\$915,968	\$922,843
Total Operating Expenditures	(\$514,351)	(\$529,782)	(\$545,675)	(\$562,045)	(\$578,907)	(\$596,274)	(\$614,162)
Total Non-Operating Revenues (Expenses)	\$2,815	\$42,891	\$42,067	\$43,816	\$45,498	\$46,270	\$45,779
Net Revenues Available For Debt Service	\$58,600	\$240,930	\$391,987	\$384,115	\$375,699	\$365,964	\$354,460
Total Storm Debt Service	(\$62,938)	(\$67,088)	(\$164,105)	(\$171,630)	(\$179,591)	(\$256,429)	(\$266,964)
COVERAGE RATIO	0.93	3.59	2.39	2.24	2.09	1.43	1.33
COVERAGE RATIO: w/o Impact Fees	0.93	2.99	2.14	2.00	1.86	1.26	1.17
SURPLUS REVENUES	(\$4,338)	\$173,843	\$227,882	\$212,485	\$196,108	\$109,536	\$87,496
Total Transfers In (Out)	-	-	-	-	-	-	-
Total CIP (Including 25% Depreciation)	-	(\$458,946)	(\$392,446)	(\$279,186)	(\$431,296)	(\$335,446)	(\$341,946)
Proposed Series 2016 Proceeds	-	-	\$935,396	-	-	-	-
Proposed Series 20xx Proceeds	-	-	-	-	-	-	-
Total Change in Cash Position	(\$4,338)	(\$285,103)	\$770,833	(\$66,701)	(\$235,188)	(\$225,910)	(\$254,449)
Beginning Cash Reserves	\$563,015	\$558,677	\$273,575	\$1,044,407	\$977,706	\$742,519	\$516,609
Ending Cash Reserves	\$558,677	\$273,575	\$1,044,407	\$977,706	\$742,519	\$516,609	\$262,159
Ending Cash Reserves (unrestricted)	\$558,677	\$273,575	\$501,456	\$713,941	\$742,519	\$516,609	\$262,159
Ending Bond Proceeds Balance	-	-	\$512,951	\$263,765	-	-	-
Days of Working Capital (Unrestricted)	396	188	335	464	468	316	156



ANALYSIS SUMMARY

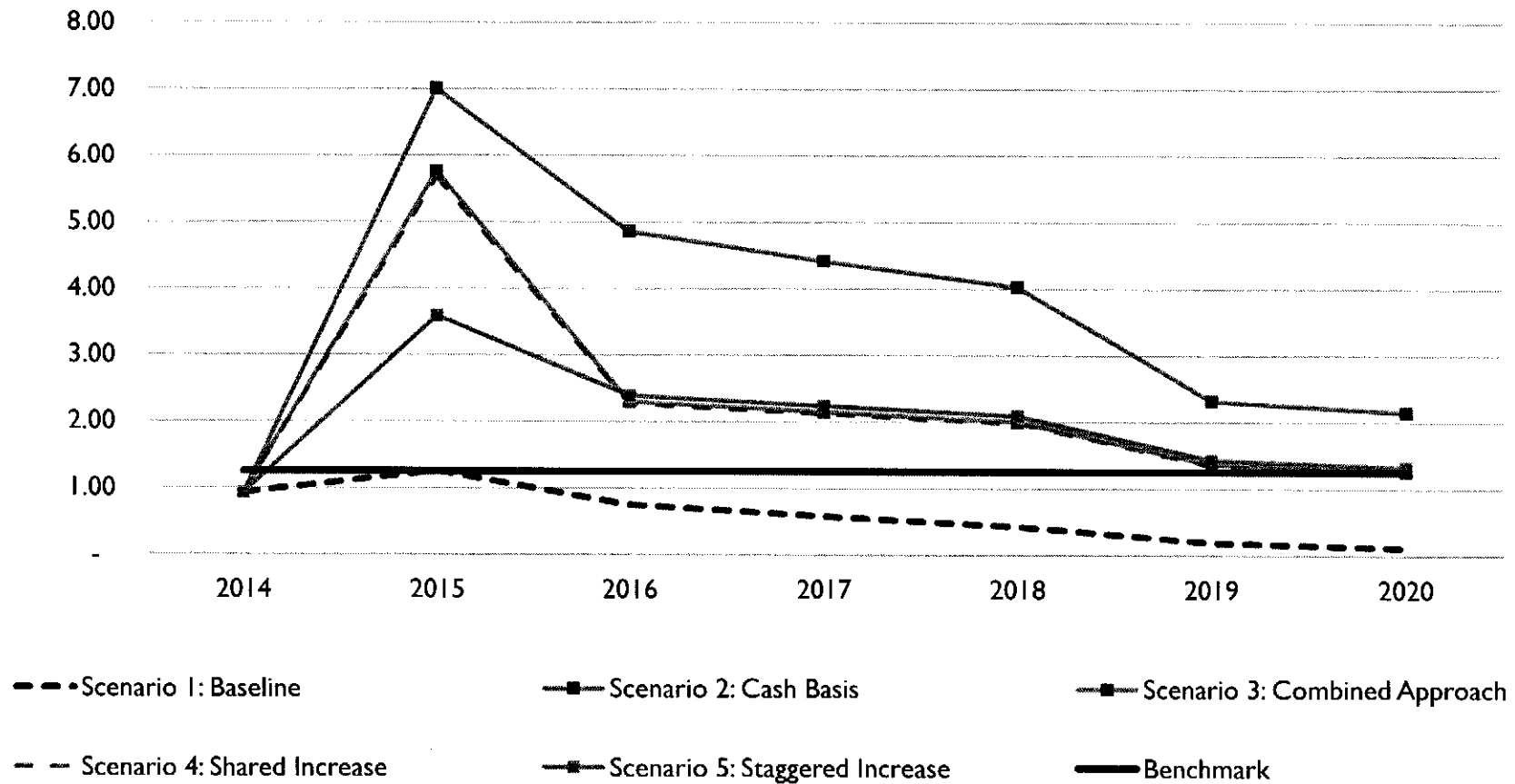
Days of Working Capital





ANALYSIS SUMMARY

Debt Service Coverage Ratio





COMPARABLE RATES

Entity	Storm Utility Rate	Notes
West Bountiful	1.75	per Home, Commercial Calculated based on Imp. Surf.
Woods Cross	3.00	per ERU
North Salt Lake	4.00	per ERU (1 ERU = 3,900 SF imp. surf.)
Centerville Existing	4.00	per ESU (1 ESU = 3,800 SF imp. surf.)
West Jordan	4.02	per ERU
Syracuse	4.05	per Unit
Salt Lake City	4.49	per Unit (less than .25 acres)
Clearfield	4.61	per Unit
Draper	6.00	per ERU (Escalating to 9.00 per ERU by 2017)
Farmington	7.00	per Unit
Centerville Proposed	7.10	per ESU (1 ESU = 3,800 SF imp. surf.)
Kaysville	8.00	per ERU (4,000 sf imp. surf.)
South Jordan	8.50	per ERU (4,752 sf imp. surf.)



AFFORDABILITY

- ❖ An affordability index of 1.5% of Median Household Income (MHI) is used as a benchmark in this analysis, which is the affordability index for a combined annual water and sewer bill for an AA rated sewer or water utility bond.
- ❖ The combined annual bill for water, sewer and drainage is still below 1.5%, even when the drainage utility is added.

Affordability	
Centerville Median Household Income	\$80,114
Estimate of Annual Drainage Bill (Scenario 5 @ \$14.03)	\$168
Estimate of Annual Sewer Bill	\$112
Estimate of Annual Water Bill	\$306
Total Combined Annual Bill	\$587
% of MHI	0.73%



ADDITIONAL CONSIDERATIONS

- ❖ Ending fund balance objectives can be revised or phased in
- ❖ Include an annual rate adjustment to account for inflation



NEXT STEPS

- ❖ Provide feedback regarding alternative scenarios to consider
- ❖ Refine rate objectives and adjust scenarios
- ❖ Prepare IFFP/IFA/Rate documents
- ❖ Notice for Public Hearing
- ❖ Hold Public Hearing
- ❖ Take action on proposed impact fees and rates
- ❖ Impact Fees effective 90 days following adoption at Public Hearing

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No. 12.

Short Title: Miscellaneous Business

Initiated By:

Scheduled Time: 9:30

SUBJECT

RECOMMENDATION

BACKGROUND

No specific items shown at this time.

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No. 13.

Short Title: Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended

Initiated By:

Scheduled Time: 9:35

SUBJECT

RECOMMENDATION

Staff are not currently aware of a need for a closed meeting, but the agenda allows for that possibility.

BACKGROUND

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No. 14.

Short Title: Possible action following closed meeting, including appointments to boards and committees

Initiated By:

Scheduled Time: 9:35

SUBJECT

RECOMMENDATION

Mayor Cutler may recommend appointments to City boards or committees.

BACKGROUND

CENTERVILLE CITY COUNCIL

**Staff Backup Report
4/15/2014**

Item No.

Short Title: Items of Interest (i.e., newspaper articles, not items on agenda)

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

☐ March Building Report



Steve Thacker,
City Manager

Centerville City Building & Safety Department

655 North 1250 West, Centerville, Utah 84014

Monthly Building Report for March 2014

Construction Type	# of Permits		YTD Structures		Average Home Cost		Construction Valuation	
	Month	YTD	# Units	# Bldgs	Month	YTD	Month	YTD
Single Dwellings	0	1	1	1	-	-	-	308,938.00
Duplexes / Town Homes	0	0	0	0			-	-
Apartments	0	0	0	0			-	-
Addition/Alteration/Repair	3	7					263,452.00	344,952.00
Power/Mech	7	19					-	-
Signage	2	8					5,367.00	33,579.00
Commercial/Tenant Finish	1	7					15,000.00	1,281,020.00
Detached Structure/Gar	0	3					-	38,892.00
Demolition	1	2					11,905.00	11,905.00
Pool	0	0					-	-
Miscellaneous	0	1					-	9,000.00
Total Permits Issued:	14	48			Total Permitted Valuation:		295,724.00	2,028,286.00

Building Permit Related Revenues	Monthly		YTD Comparison	
	March 2014	YTD 2014	March 2013	YTD 2013
BUILDING	3,314.23	17,929.31	5,116.22	24,437.30
PLAN CHECK	838.68	7,609.65	1,773.58	6,759.97
ELECTRICAL	198.00	330.00	132.00	395.00
PLUMBING	-	-	-	-
MECHANICAL	264.00	924.00	198.00	660.00
GRADING	-	-	-	-
STATE SURCHARGE	37.77	191.85	54.46	254.93
WATER DEV.	-	2,025.00	1,200.00	10,800.00
WATER CONNECTION	-	2,997.81	-	-
WATER METER	-	195.00	390.00	2,340.00
STORM DRAIN	-	700.00	-	-
FIRE IMPACT	-	471.00	942.00	5,652.00
PARK IMPACT	-	2,057.00	2,400.00	14,400.00
DRIVE APPROACH	-	35.00	70.00	420.00
BOND	1,000.00	3,000.00	2,000.00	8,000.00
SPECIAL RECORDING	-	-	-	12.00
ENGINEERING	-	500.00	-	-
TV INSPECT DRAINS	-	-	-	-
LANDSCAPING BOND	-	-	-	-
Total Permits Related Revenue:	\$5,632.68	\$38,954.62	\$14,278.28	\$74,132.20