



CENTERVILLE CITY COUNCIL AGENDA

Public meetings will be held electronically via Zoom and live streamed on the Centerville City YouTube channel in accordance with Executive Order 2020-5 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19, issued by Governor Herbert on March 18, 2020. *Public meetings conducted via Zoom may be terminated at any time due to hackers or inappropriate content*

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON AUGUST 4, 2020 AT THE CENTERVILLE 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 Jacob Smith, Administrative Services Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

The full packet of backups materials can be found at <http://centerville.novusagenda.com/agendapublic>.

Zoom Meeting

<https://zoom.us/j/97267080078?pwd=bEV0WIZROWZFdW5abGpEVmtNVE5qZz09>

Dial: +1 346 248 7799

Meeting ID: 972 6708 0078

Passcode: 159697

A. ROLL CALL

B. PRAYER OR THOUGHT

Councilmember Stephanie Ivie

C. PLEDGE OF ALLEGIANCE

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 801-295-3477, or may make such request at the beginning of Open Session.) Please state your name and city of residence.

E. BUSINESS

1. Whitaker Museum Presentation
Whitaker Museum Director, Lisa Sommer will report on FY20 end of year projects, budget, and tour proposals.
2. Salmon and Sons Front Lobby Construction Agreement
Present Salmon and Sons Front Lobby Construction Agreement.
3. Public Hearing - Budget Amendments
Consider Resolution No. 2020-26 amending the Fiscal Year 2021 Centerville City Budget.
4. Centerville Storm Water Management Plan Update
Consider adoption of the updated Centerville City Storm Water Management Plan to comply with recent State and Federal requirements of the Phase II permitting process for local storm water management - Resolution No. 2020-24
5. Personnel Policy Amendments - Cell Phone Reimbursement - CPP 11.030
Consider Resolution No. 2020-25 regarding proposed updates to the City Cell Phone Policy as set forth in Section 11.030 of the Personnel Policies
6. Minutes Review and Acceptance
July 1, 2020 Special Meeting Minutes
July 21, 2020 Work Session Minutes
July 21, 2020 CC Minutes
7. City Council Report
Councilmember Tami Fillmore
8. City Manager's Report

F. CLOSED SESSION (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 the Attorney-Client matters that are privileged pursuant to Utah Code ann. 78B-1-137, as amended)

G. ADJOURNMENT

Leah Romero
Centerville City Recorder

CENTERVILLE

Staff Backup Report 8/4/2020

Item No.

Short Title: Zoom Meeting

Initiated By:

Scheduled Time:

SUBJECT

<https://zoom.us/j/97267080078?pwd=bEV0WIZROWZFdW5abGpEVmtNVE5qZz09>

Dial: +1 346 248 7799

Meeting ID: 972 6708 0078

Passcode: 159697

RECOMMENDATION

BACKGROUND

CENTERVILLE

Staff Backup Report

8/4/2020

Item No. 1.

Short Title: Whitaker Museum Presentation

Initiated By: Lisa Sommer, Whitaker Museum Director

Scheduled Time:

SUBJECT

Whitaker Museum Director, Lisa Sommer will report on FY20 end of year projects, budget, and tour proposals.

RECOMMENDATION

BACKGROUND

Lisa Sommer has prepared three informational documents for your review (attached):

- FY20 Whitaker Project Budget Report
- Whitaker Exterior Phone Tour and Exterior Tour Proposals
 - These documents explain what the phone tour program entails and include a proposal of six locations and topics for exterior phone tours, to be conducted at The Whitaker Museum.

ATTACHMENTS:

Description

- ☐ FY20 Whitaker Project Budget Report
- ☐ Whitaker Exterior Phone Tour
- ☐ Exterior Tour Proposals

As July comes to an end I am pleased to report that the Whitaker Museum was able to complete all of our projects from the RAP allocation granted with the exception of the security camera and installation.

Originally the city was going to purchase and install our system along with the city's. \$1,400 was allocated in our budget from RAP for this. Somewhere along the line the city decided to forgo the security system for FY20 but wanted the museum to move forward in purchasing a separate independent system. We did not get that message until after the COVID pandemic affected our ability to accomplish this. None of us, (director and board) felt knowledgeable in procuring a system and installing it. During these months, we contacted Bruce Cox and Lisa Bednarz and neither one was available to assist with this effort. After that, we asked Mike Smith to help and he was very helpful in finding what he thought would be a reliable system that could be purchased from Costco and is also willing to set it up. He had a difficult time finding a quality unit close to our budget. The approximate cost is at least \$1,700 for the unit. We did not make our deadline of purchasing prior to June 30, 2020. We would request that we be allowed to purchase this out of our FY21 RAP allocation.

Regarding all approved budget amendments for FY20:

- We were given \$2,388 to complete the screen door, some mortar repair and a few other misc. projects. Our contractor was very generous and donated much of his work. Of the \$2,388 approved, only \$1,437 was invoiced; a savings of \$951 can go back into the city's budget.
- We had \$7,642 in our restricted fund balance specifically earmarked for restoration of the antique stove and restoration of the Thomas Whitaker Portrait. All of the \$7,642 is a direct donation from the Whitaker Family for two specific projects. We were able to get the stove completed and have \$5,442 remaining. Restoration of the Whitaker portrait has not been completed because the restoration lab has been closed and has not yet reopened. We would request that this money (\$5,442) remain available to the museum and be added to our "specifically earmarked" account in order that we can complete the portrait restoration in FY21.
- We have \$1,533 earmarked in the savings account for future pole barn/programs/ garden. We would request that we are able to keep this account and any surplus from fundraising including the garden fundraiser always be added to this account. This will allow us, over a period of time, to accumulate sufficient funds for construction of the pole barn as well as the gardens to be self-sufficient.
- \$6,000 was approved for digitization. As you know we weren't able to hire and get started on this project until June 2020. With your approval it is my understanding, this will be kept in our budget for next year, minus the amount spent in FY20. Approximately \$5,646 and will roll over each year until the project is complete or the funds have been used.

As a reminder, the \$6,000 being used came from fundraising monies not city funds.

THE WHITAKER

“The Whitaker Centerville’s Heritage Museum tells Centerville’s story, teaches traditional values, creates links between past and present, and cultivates pride in our rich heritage.”

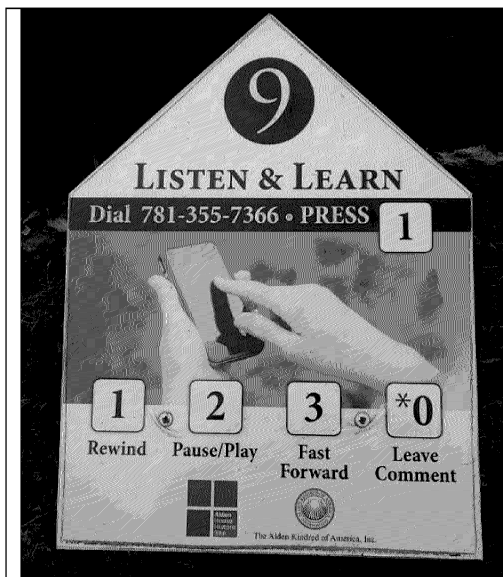
Outdoor tours of the museum has been a topic of discussion for some time. The COVID pandemic has brought this program to the forefront. One concern is that many come to the museum only to find it closed. The number of phone inquiries whether we are open has increased since March. Many of these are visitors from out of town who do not know we have limited hours or that we are closed during this pandemic. Museum administrators across the country have met to discuss the future of small museums with limited hours. TIME Magazine discussed *“the impact of COVID-19 on the nation's small history museums . . . if these sites don’t make it, the loss will run deep.”*

Virtual tours, live Zoom events and Cell phone tours are some of the future programs of museums in the United States. They are able to provide a 24/7 experience. Museums are using CellOn, a nationwide company that provides the template and IT support for tours. Their program allows museums to:

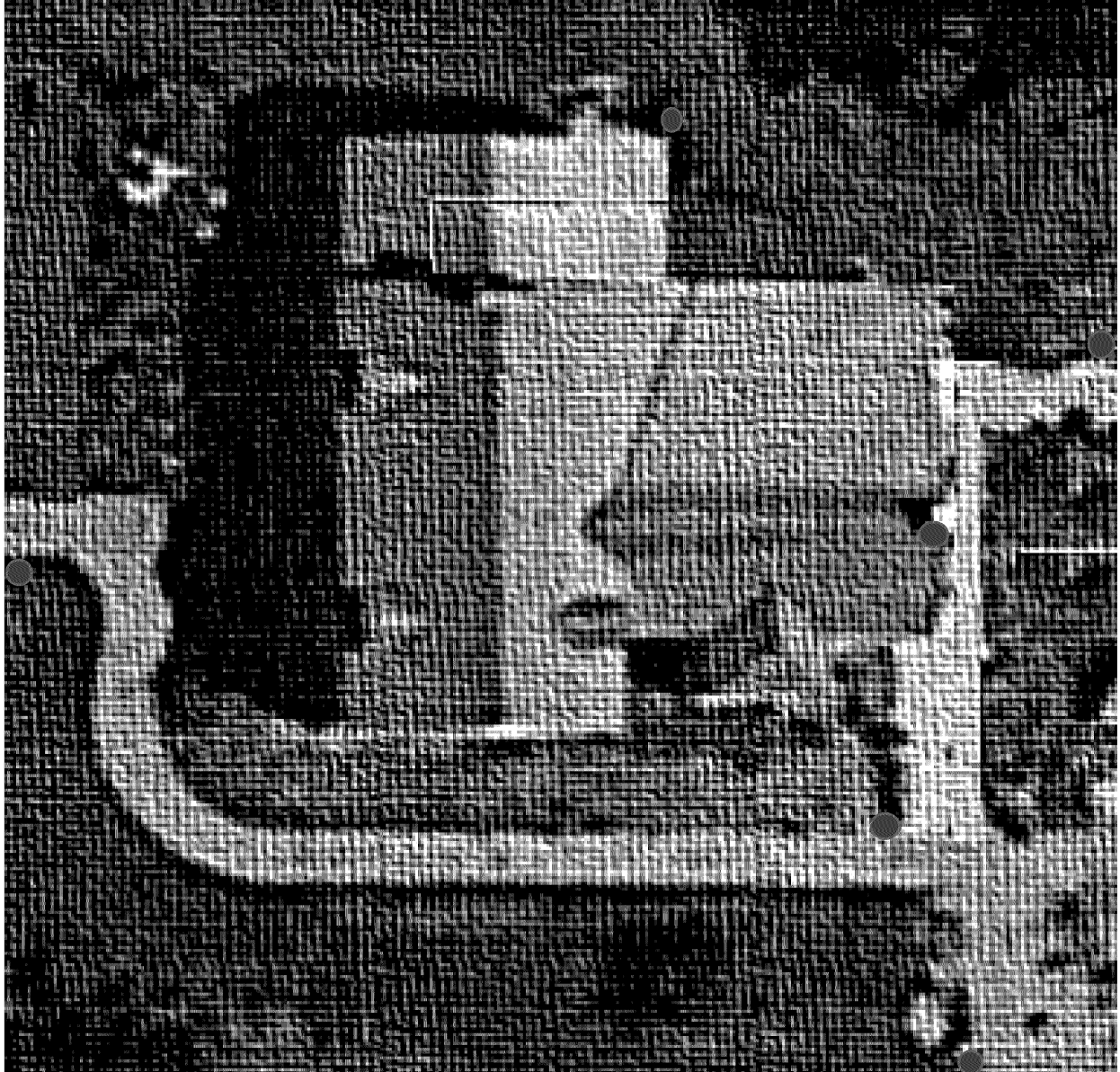
- Create and narrate their own scripts, with the ability to easily edit.
- Add additional story locations without an increase of fees. For example, future locations could include our trail heads, cemetery, old mill, parks, etc.
- Record the number of visitors.
- Call and hear the tour without having to download an app onto a cell phone.

Project Scope:

The Whitaker would like to provide 6 exterior tours to all who visit the museum whether the museum is open or closed. The tours will share stories of our heritage both historical, personal and geographical. This is not intended to replace inside tours with docents but to enhance the experience with an exterior tour for anyone who happens to stop by 24/7.



- Attached is our “Exterior Tour Proposal” showing six locations and topics.
- There will be six posts placed in or around the walking path with a plaque similar to this photo.
- Government funds have been set aside to create new programs where traditional museum tours have been affected by the pandemic. LuAnn Child has indicated the initial funds would be covered by these COVID monies, so no funds will be taken from the general fund or museum fund this year.
- Ongoing cost for the service is \$49 a month. It includes IT support with an unlimited number of locations. In the future we anticipate it will be funded from RAP or from our garden fundraiser money without adding any additional expenses to the General Fund.



Whitaker Museum

Exterior Tour Proposal:

- West Gate – History of Centerville
- South East Boulder – History of Centerville Floods and Winds
- South – Mulberry Trees – History of Sericulture and Cottage Industries
- East – Herb/Kitchen Garden – Herb uses/Horticulture/Bees
- East by Summer Kitchen – Stories of Centerville's Mountain Lore/Trails
- North – History of Centerville's Water/Natural Resources

CENTERVILLE

Staff Backup Report

8/4/2020

Item No. 2.

Short Title: Salmon and Sons Front Lobby Construction Agreement

Initiated By: Bruce Cox

Scheduled Time:

SUBJECT

Present Salmon and Sons Front Lobby Construction Agreement.

RECOMMENDATION

Approve Salmon and Sons Front Lobby Construction Agreement.

BACKGROUND

Staff has identified the update to the front lobby (admin/finance lobby) as an eligible expense using CRF (COVID19; CARES Act) money. The update includes modifying the access point to the offices, moving the counter, and placing glass between employees and customers. JRCA Architects developed the concept with Salmon and Sons making slight modifications to accommodate a glass panel instead of a shutter.

Salmon and Sons Construction were the sole bidders on the project.

ATTACHMENTS:

Description

- ☐ Salmon and Sons Construction Agreement
- ☐ Salmon and Sons - Front Lobby Renderings

PROPOSAL

July 7, 2020

Salmon and Sons Construction will furnish and install the following for Centerville City Offices Lobby.

Current Administrative Offices as per wall and counter plans shown as per JRCA Architects.

Extend angled wall, South East direction to edge of South side of accent stripe then go East with new wall that includes granite or quartz counter, ADA counter slot, ballistic glass and inside lower level formica counter with built in storage cabinets.

Demo on existing interior carpet and counter by Centerville City.

We will cut in new entry door into the angled wall, right hinge, steel frame and door, Centerville will provide hardware for door.

Once walls are finished Salmon and Sons will match existing drop ceiling framing to new wall area, City will supply ceiling panels to match existing pattern.

Salmon and Sons will change and add electrical to new wall and counter areas as needed. City will furnish and install any and all low voltage needed for their use.

Counters and wall areas are custom built.

Millwork, changing plan and install requested ballistic glass with custom trim and enclosure are all custom, NOTE; Some items can't be ordered until other structures are built for their use.

Finish material and labor in new wall areas will be furnished by Salmon and Sons.

Painting and staining in new wall and counter areas will also be furnished by Salmon and Sons.

One Year Labor and Material Warranty

Total Price \$82,991.00

Deposit \$35,000. Draws during construction usually every 2 weeks balance on completion.

Allowances are: Electrical, \$4,000, Heating \$1,000, Wood roll up door system \$6,000, Flooring \$1,000

Approved and Excepted by

Name _____ Date _____

Thank You Keith Salmon 801-898-8031

Note: Everything else stays the same as per JRCA, only change is doing a custom Ballistic Glass instead of a custom Wood Roll-Up Door in the same area as plan shows.

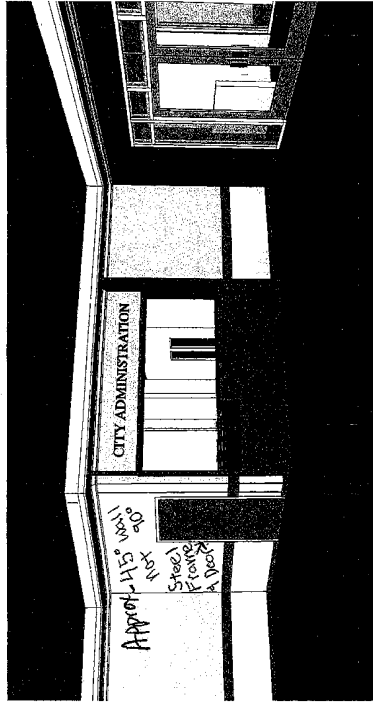


Salmon & Sons
CONSTRUCTION

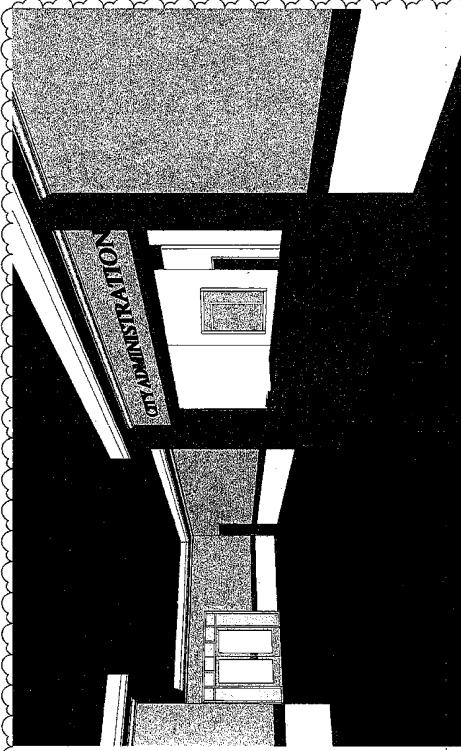
Kellin Salmon
Owner - General Contractor
Residential and Industrial

2400 North Main Street
Port Townsend, WA 98365
Phone: 360-338-8838
Fax: 360-338-8838
k.salmon@salmonson.com

If you can dream it, we can build it.



D2 LOBBY 2
SCALE
AE411



D1 LOBBY
SCALE
AE411



This will be the Concept using Ballistic Glass

CENTERVILLE

Staff Backup Report

8/4/2020

Item No. 3.

Short Title: Public Hearing - Budget Amendments

Initiated By: Jacob Smith - Finance Director

Scheduled Time:

SUBJECT

Consider Resolution No. 2020-26 amending the Fiscal Year 2021 Centerville City Budget.

RECOMMENDATION

Approve Resolution No. 2020-26 amending the Fiscal Year 2021 Centerville City Budget.

BACKGROUND

Centerville City has received money from the Federal CARES Act as well as better than projected sales tax. The amendments add the first tranche of CARES Act money to the General Fund as well as increase the projected sales tax revenue.

It is proposed with the additional CARES Act money to use such funds for COVID19 related expenses as determined by the Federal Dept. of the Treasury.

It is proposed the City use the additional sales tax revenue to fill the vacant police officer position immediately instead of in January and change the Dispatcher Position/Community Liaison from part-time to full-time.

ATTACHMENTS:

Description

- Resolution No. 2020-26 - FY2021 Budget Amendments
- Exhibit A - FY21 Budget Amendment Aug 4

RESOLUTION NO. 2020-26

**A RESOLUTION AMENDING THE FY 2021 BUDGET OF FUNDS AND
ACCOUNTS FOR CENTERVILLE CITY, UTAH**

WHEREAS, in order to conform with Utah State Code and Accounting Procedures as outlined in the Uniform Accounting Manual, it is necessary to amend the budget of funds and accounts for Centerville City for the Fiscal Year ending June 30, 2021 as more particularly provided herein.

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

Section 1. Amendment. The FY 2021 Budget of Funds and Accounts for Centerville City is hereby amended as shown in **Exhibit A** as attached and incorporated herein by reference.

Section 2. Severability. If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. Effective Date. This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY,
STATE OF UTAH, THIS 4th DAY OF AUGUST, 2020.**

CENTERVILLE CITY

By: _____
Mayor Clark A. Wilkinson

I hereby certify that the above Resolution entitled "A Resolution Amending the FY 2021 Budget of Funds and Accounts for Centerville City, Utah" is a true and accurate copy of the Resolution passed on the 4th day of August, 2020.

ATTEST:

Leah Romero, City Recorder

CERTIFICATE OF PASSAGE AND EFFECTIVE DATE

According to the provisions of the U.C.A. § 10-3-719, as amended, resolutions may become effective without publication or posting and may take effect on passage or at a later date as the governing body may determine; provided, resolutions may not become effective more than three months from the date of passage. I, the municipal recorder of Centerville City, hereby certify that foregoing resolution was duly passed by the City Council and became effective upon passage or a later date as the governing body directed as more particularly set forth below.

LEAH ROMERO, City Recorder

DATE: _____

EFFECTIVE DATE: ____ day of _____, 2020.

EXHIBIT A

FY 2021 APPROVED AMENDED BUDGET

GENERAL FUND Budget Amendments FY20/21 - Aug. 4, 2020 2020/21				
REVENUE	ADOPTED	AMENDED		
10-31-300000 SALES TAX - GENERAL	3,100,000	3,219,526		
10-33-202000 CARES Act	0	524,054		
				Difference
TOTAL REVENUE	3,100,000	3,743,580		643,580
EXPENDITURES				
City Council				
10-4150-326 CRF Related Expenses	0	524,054		
Police				
10-4210-110 SALARY AND WAGES	1,305,090	1,385,475		
10-4210-130 FICA	108,040	110,500		
10-4210-132 MEDICAL INSURANCE	416,450	452,980		
10-4210-134 LONG TERM DISABILITY	6,779	6,930		
				Difference
TOTAL EXPENDITURES	1,836,359	2,479,939		643,580

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
8/4/2020**

Item No. 4.

Short Title: Centerville Storm Water Management Plan Update

Initiated By: Kevin Campbell, City Engineer

Scheduled Time:

SUBJECT

Consider adoption of the updated Centerville City Storm Water Management Plan to comply with recent State and Federal requirements of the Phase II permitting process for local storm water management - Resolution No. 2020-24

RECOMMENDATION

Approve Resolution No. 2020-24 adopting the updated Centerville City Storm Water Management Plan to comply with recent State and Federal requirements of the Phase II permitting process for local storm water management.

BACKGROUND

The City Engineer and Utility Drainage Supervisor have prepared an updated Storm Water Management Plan to address recent State and Federal requirements of the Phase II permitting process for local storm water management and water quality requirements. The Storm Water Management Plan provides an overview of integrated storm water management, floodplain management, and technologies utilized by the City for implementing the storm water management program. The Storm Water Management Plan also provides guidance for developers, contractors, and the general public based on the basic principles of effective urban storm water management in the State of Utah. The Storm Water Management Plan will be implemented to limit, to the maximum extent practicable, the discharge of pollutants from the City's storm drain system. Further information and regulatory history of the Clean Water Act and the National Pollutant Discharge Elimination System (NPDES) are set forth in the Plan.

ATTACHMENTS:

Description

- Resolution No. 2020-24 - Storm Water Management Plan
- Storm Water Management Plan (2020)

RESOLUTION NO. 2020-24

A RESOLUTION OF THE CENTERVILLE CITY COUNCIL ADOPTING AN UPDATED STORM WATER MANAGEMENT PLAN TO FACILITATE AND IMPROVE THE MANAGEMENT OF STORM WATER IN THE CITY IN ACCORDANCE WITH THE UTAH POLLUTION DISCHARGE ELIMINATION SYSTEMS (UPDES) AND THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEMS (NPDES) REGULATIONS

WHEREAS, the City has previously adopted a Storm Water Management Plan in accordance with applicable State and Federal storm water regulations; and

WHEREAS, the City Council desires to adopt an updated Storm Water Management Plan as more particularly set forth herein to comply with recent State and Federal requirements of the Phase II permitting process for local storm water management; and

WHEREAS, the City Council finds that the adoption of the updated Storm Water Management Plan as set forth herein is in the best interest of the City and the public which it serves to provide a framework for storm water management and to comply with applicable State and Federal water quality requirements.

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

Section 1. Adoption. The City Council hereby adopts the Centerville City Storm Water Management Plan as more particularly set forth in **Exhibit A**, attached hereto and incorporated herein by reference.

Section 2. Severability. If any section, part, or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. Effective Date. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS 4th DAY OF AUGUST, 2020.

CENTERVILLE CITY

ATTEST:

Leah Romero, City Recorder

By: _____
Mayor Clark A. Wilkinson

CERTIFICATE OF PASSAGE AND EFFECTIVE DATE

According to the provisions of the U.C.A. § 10-3-719, as amended, resolutions may become effective without publication or posting and may take effect on passage or at a later date as the governing body may determine; provided, resolutions may not become effective more than three months from the date of passage. I, the municipal recorder of Centerville City, hereby certify that foregoing resolution was duly passed by the City Council and became effective upon passage or a later date as the governing body directed as more particularly set forth below.

LEAH ROMERO, City Recorder

DATE: _____

EFFECTIVE DATE: ____ day of _____, 2020.

EXHIBIT A

CENTERVILLE CITY
STORM WATER MANAGEMENT PLAN

CITY OF CENTERVILLE

STORM WATER MANAGEMENT PLAN

UPDES Permit Number UTR090000

Submitted to:

**State of Utah
Department of Environmental Quality
Division of Water Quality**



Submitted by:

**Centerville City, Public Works Department
Drainage Utility Division
655 North 1250 West
Centerville, Utah 84014**

Updated July 2020

CITY OF CENTERVILLE, UTAH
STORM WATER MANAGEMENT PLAN

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PREFACE

The U.S. Congress passed the Clean Water Act in 1972 with a stated objective to restore and maintain the chemical, physical, and biological integrity of the nation's waters through point source and non-point source controls. The method to achieve this restoration process is through the implementation of "Best Management Practices" (BMPs). An effective tool to achieve compliance with the Proposed Storm Water National Pollution Discharge Elimination Systems (NPDES) Phase I and Phase II Regulation is the implementation of a storm water utility. The NPDES program was created to ensure that permitted discharges meet applicable water quality requirements. The Phase I and Phase II permitting process involves primarily urban communities of a specific size and population. Phase I of the process requires cities (100,000 population or greater) to secure a NPDES permit. The Phase II process requires smaller municipalities and other urbanized areas to secure a NPDES permit. The City of Centerville is required to comply with the requirements of the Phase II permitting process based on its location in the Wasatch Front Urbanized Area. The City of Centerville felt that the creation of a drainage utility (storm water utility) was one of the most important steps to take in order to ensure that the overall storm water management program could be successfully implemented. The Utility is an example of a nonstructural BMP that has been implemented for the sole purpose of generating revenues for storm water related improvements. This plan summarized the important aspects associated with Centerville's effort to implement an effective Drainage Utility and Storm Water Management Plan.

SECTION 1 – INTRODUCTION

1.1. Overview of the Storm Water Management Plan

This Storm Water Management Plan (SWMP) provides an overview of integrated storm water management, floodplain management, and technologies utilized by the City of Centerville for implementing the storm water management program. Additionally, this plan is designed to provide guidance for developers, contractors, and the general public based on the basic principles of effective urban storm water management in the State of Utah. The Storm Water Management Plan will be implemented to limit, to the maximum extent practicable (MEP), the discharge of pollutants from the City of Centerville's storm drain system.

1.2. Storm Water Management Plan Coordination

Agency: City of Centerville – Drainage Utility Division

Contacts: Cameron Woodbury – Drainage Utility Supervisor
Phone: 801-292-8232
Randy Randall – Director of Public Works
Phone: 801-292-8232

1.2.1 Davis County Storm Water Coalition

The Davis County Storm Water Coalition (DCSWC) consists of representatives from 15 cities and Davis County, whose purpose is to minimize pollutants entering the storm drains and receiving water bodies, to comply with storm water regulations, and to receive input from stakeholders. Representatives from other entities such as Hill Air Force Base, consultants, vendors, and contractors are also invited to participate. The coalition meets regularly and plans to continue regular meetings during the coming years to discuss storm water issues and coordinate activities.

The Coalition member entities initially entered into an interlocal agreement to jointly implement a portion of the SWMP in 2002. Coalition members have continued to perform coalition activities, and have committed to continue conducting and supporting ongoing Coalition activities. As a member of the Davis County Storm Water Coalition, the City of Centerville will continue to work with other Municipalities in Davis County for Coalition purposes. It is anticipated that the entities will jointly perform the following responsibilities:

1. Jointly purchase educational and training materials, as determined by the Coalition, for distribution to:
 - a. Residents
 - b. Businesses
 - c. Developers/Contractors

- d. Municipal Separate Storm Sewer System (MS4) Industrial facilities
- 2. Use the Coalition as a county-wide committee to:
 - a. train personnel
 - b. create partnerships
 - c. obtain input and feedback from special interest groups
- 3. Annually contribute updated storm drain system information for county-wide mapping purposes
- 4. Jointly prepare and promote a model ordinance that addresses:
 - a. Illicit discharges
 - b. Construction site storm water runoff
 - c. Long-term storm water management
- 5. Jointly arrange for and provide education about hydrologic methods and criteria for sizing post-construction BMPs
- 6. Jointly participate to develop Standard Operating Procedures

1.3. Storm Water Management Plan Purpose and Goals

The purpose of this Storm Water Management Plan is to facilitate and improve the management of storm water in the City of Centerville with the intent of improving water quality. The goals for the plan are as follows:

- 1. Comply with the six minimum control measures as identified by the EPA NPDES Phase II requirements and UPDES permit, which include:
 - a. Public education and outreach activities to increase public participation in addressing storm water issues and Best Management Practices (BMPs).
 - b. Minimizing illicit discharges through education and implementing a detection program.
 - c. Minimizing construction site runoff by education contractors and implementing practical institutional controls.
 - d. Improve and promote pollution prevention and good housekeeping practices.
 - e. Improve and promote practical and achievable “BMPs” and measurable goals.
 - f. Improve storm water quality and comply with applicable local public notice requirements.
- 2. Increase protection from flooding through better floodplain management practices

1.4. Staffing and Resource Allocations

Management and oversight of the Storm water Management Plan is funded by Centerville City through the City’s Drainage Utility Fund. The revenue source of this fund is a utility fee assessed City-wide.

Much of the implementation of the Storm Water Management Plan is performed by the Drainage Utility Division. Some parts of the plan will be implemented by other departments within the City as outlined in the plan.

1.5. Creation of the Drainage Utility Division

In 1997, the City Council appointed a citizen advisory committee to review the City's drainage problems and recommend solutions. The committee initially focused on subsurface drainage problems but concluded that the City needed to address both surface (i.e. storm water) and subsurface drainage in a comprehensive, integrated manner. The committee recommended a regular maintenance program for publicly owned drainage facilities and recommended the creation of a drainage utility enterprise funded by monthly user fees.

In 1999, the City of Centerville, assisted by a consultant with a nationwide experience established a Storm water Utility. As a result of the establishment of the utility, the City created the Drainage Utility Division of the Department of Public Works. The purpose of the Drainage Utility Division is to manage the operation and maintenance of the City's drainage infrastructure and to achieve compliance with the Environmental Protection Agency NPDES Phase II regulations.

The drainage utility provides the City of Centerville with a financial mechanism from which to address both water quantity and water quality issues associated with Phase II requirements and permitting process. The City of Centerville considers the utility to be a viable nonstructural BMP that will enable the City to generate revenues for storm water related improvements. The City has made the decision that the implementation of the utility is an integral part of an effective storm water management program. The Utility will also be instrumental in meeting the requirements of Phase II permitting process and will allow the City to develop best management practices (storm water management practices) to address non-point source pollution and flood control management (via infrastructure improvements) that, when implemented together, will ensure the protection of our community's resources.

1.6. Drainage Utility Mission Statement

The mission of the City of Centerville's Drainage Utility and storm water management program is to develop, implement, operate, and adequately and equitably fund the acquisition, construction, operation, maintenance, and regulation of storm water and subsurface water drainage systems. The program shall safely and efficiently control runoff, enhance public health and safety, facilitate mobility and access to homes and businesses during and after storm events, protect lives and property, complement and support other City programs and priorities, reduce the discharge of pollutants to receiving waters, and enhance the natural resources of the community.

1.7. Stakeholders

The success of any plan depends on the support and involvement of the storm water plan stakeholders. Stakeholders should be cognizant of their involvement and how they can play an important role in the storm water management plan's success.

See **Table 1** for lists of the stakeholders and their interest in the plan.

1.8. Overall Environmental Concerns

1.8.1 General

The overall program goal is to implement the storm water program according to the SWMP and permit requirements. Annually reviewing the status of each program implemented, according to the goals, will provide a way to measure the effectiveness of the program in general.

Storm water runoff from the City of Centerville is received by five creeks: Lone Pine Creek, Ricks Creek, Barnard Creek, Parrish Creek, and Deuel Creek. Each of these creeks ultimately discharge to the Great Salt Lake. None of the portions of these streams receiving the city's storm water discharge are listed as impaired (per CWA 303d list of approved TMDLs on DWQ website) or as "high quality" streams (per UAC R317-2-12 and R317-2-13.7B). Oversight and maintenance of these streams fall under the jurisdiction of the Davis County Public Works Department.

1.8.2 Threatened and/or Endangered Species

Based upon information from the US Fish and Wildlife Services website, there are no official listings of threatened or endangered species in the City of Centerville. However, it is noteworthy that the Mountain Plover is proposed to be considered as a threatened species, and that the Arctic Peregrine Falcon is listed as a recovering species.

Research and see if this has changed. I found that the yellow-billed cuckoo as threatened and the gray wolf as recovered on the U.S Fish and Wildlife website in Davis county

1.8.3 Historic Properties

The City of Centerville will comply with current law as it pertains to storm water construction activities adjacent to historic properties. City projects supported by federal, state or Redevelopment Agency funds which impact a Historic Property (listed on the National Register of Historic Properties, or at least 50 years old) will allow a 30-day advance evaluation period of the project and affected site by the State Historic Properties Officer prior to any modification being made. The City will notify the State Historic Preservation Officer in writing.

Table 1. Stakeholders Involved in the Storm Water Management Plan

Stakeholder	Interest
Centerville City Department of Planning & Community Development	Preparation and development of ordinances related to land use and construction of storm water controls on new and redeveloped properties. Building inspectors will be involved in the enforcement and compliance of ordinances. Construction permits are issued through this department.
Centerville City Department of Public Works	Oversees the operations of the Drainage Utility Division in preparing and implementing the Storm Water Management Plan. Coordination with Streets and Water Divisions on storm water related issues, as well as, participation in pollution prevention and good housekeeping activities.
Centerville City Department of Parks and Recreation	Management and maintenance of City-owned open space. Use of BMPs and participation in pollution prevention and good housekeeping activities.
Business Owners	Minimizing the impacts to storm water by employing “Best Management Practices” and participation in pollution prevention and good housekeeping activities. Pay fees associated with the drainage utility.
Contractors and Builders	Minimizing the impacts to storm water by employing “Best Management Practices” and participation in pollution prevention and good housekeeping activities. Obtains storm water permits from the City of Centerville.
Centerville City Residents	Minimizing the impacts to storm water by employing “Best Management Practices” and participation in pollution prevention and good housekeeping activities. Pay fees associated with the drainage utility. Identification of storm water management issues and the development of new ideas.
Davis County	Coordination of storm water management activities, such as public education and monitoring of creeks. Partner in protecting the watershed and water resources of the community. Identification of storm water management issues and the development of new ideas.
Davis County Storm Water Coalition	Coordination of storm water management activities, such as public and municipal education. Identification of storm water management issues and the development of new ideas.

SECTION 2 – AUTHORITY & BACKGROUND

The City of Centerville’s policies must be consistent with the regulatory requirements of local, county, state, and federal entities. Several of the entities and the requirements they impose are described in the following sections.

2.1 Federal

2.1.1 Clean Water Act – 33 U.S.C. Chapter 26

In 1972, Congress enacted the first comprehensive national clean water legislation in response to growing public concern for serious and widespread water pollution. The Clean Water Act (CWA) is the primary federal law that protects our nation’s waters, including lakes, rivers, aquifers, and coastal areas. The CWA provides the backbone for the national approach to water quality policy and action.

The objective of this federal law is the total elimination of the discharge of pollutants into the nation’s navigable waters and to restore and maintain the integrity of the nation’s waters. This objective translates into two fundamental national goals:

1. eliminate the discharge of pollutants in the nation’s waters, and
2. achieve water quality levels that are fishable and swimmable.

The CWA focuses on improving the quality of the nation’s waters. It provides a comprehensive framework of standards, technical tools, and financial assistance to address the many causes of pollution and poor water quality, including municipal and industrial wastewater discharges, polluted runoff from urban and rural areas, and habitat destruction. For example, the CWA:

1. requires major industries, to meet performance standards to ensure pollution control;
2. charges states and tribes with setting specific water quality criteria appropriate for their waters and developing pollution control programs to meet them;
3. provides funding to states and communities to help them meet their clean water infrastructure needs;
4. protects valuable wetlands and other aquatic habitats through a permitting process that ensures development and other activities are conducted in an environmentally sound manner.

Two types of discharges are defined in the CWA: point and non-point source discharges. The CWA has three main requirements as follows:

1. Municipalities are required to effectively prohibit non-stormwater discharges into the publicly owned or operated storm drain system.
2. Municipalities are required to control the discharge of pollution into the storm drain system to the maximum extent practicable.

3. Municipalities are required to have one system-wide permit rather than individual discharge permits for each point.

Although pollutants entering the storm and surface water systems are primarily non-point in nature, discharges from the storm and surface water systems have been defined as point sources (40 CFR Section 122.45). As a result, storm and surface water systems are subject to the permitting process of the CWA's National Pollutant Discharge Elimination System (NPDES).

After nearly 50 years, the Act continues to provide a clear path for clean water and a solid foundation for an effective national water program.

2.1.2 NPDES Phase II Storm Water Permit

The NPDES Phase II Storm Water Permit focuses on small municipalities and is issued by the Environmental protection Agency (EPA). The program's main objective is to control non-point source pollution of waterways in urban areas to the maximum extent practicable (MEP). The application deadline for Phase II municipalities was March of 2003. The Phase II permit required the community to prepare a Notice of Intent (NOI) which describes the BMPs to be implemented to fulfill EPA's goal of public education and outreach on storm water impacts, public involvement and participation, illicit discharge detection and elimination, construction site runoff control, post-construction storm water management in development and re-development, and pollution prevention and good housekeeping of municipal operations.

2.1.3 Federal Emergency Management Agency (FEMA)

FEMA was created to provide accountability for all federal emergency preparedness, mitigation, and response activities. FEMA is organized to strengthen the multiple uses of emergency preparedness and response resources at the Federal, state, and local levels of government in preparing for and responding to the full range of emergencies and to integrate into a comprehensive framework activity concerned with hazard mitigation, preparedness planning, relief operations, and recovery assistance.

FEMA oversees the National Flood Insurance Program (NFIP). The NFIP is a Federal program enabling property owners in participating communities to purchase insurance protection against flooding.

The U.S. Congress established the NFIP with the passage of the National Flood Insurance Act of 1968. The NFIP was broadened and modified with the passage of the Flood Disaster Protection Act of 1973 and other legislative measures. It was further modified by the National Flood Insurance Act of 1994, signed into law on September 23, 1994. The NFIP is administered by the Federal Insurance Administration and the Mitigation Directorate (MT), which are components of FEMA. The full requirements of the NFIP can be found in Chapter 44 of the CFR Parts 59, 60, 65, and 70.

Participation is based on an agreement between local communities and the Federal government that states if a community will adopt and enforce a floodplain management ordinance to reduce future flood risks to new construction in Special Flood Hazard Areas, the Federal Government will make flood insurance available within the community as a financial protection against flood losses. This insurance is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods.

The City of Centerville participates in the NFIP.

2.1.4 Protection of U.S. Waters

The United States Army Corps of Engineers (ACE) of the Department of Defense manages and constructs civil works programs which include research and development, planning, design, construction, operation and maintenance, and real estate activities related to rivers, harbors, and waters as well. ACE administers laws for protection and preservation of navigable waters and related resources such as wetlands. ACE's authority for the protection of navigable waters falls under section 404 of the U.S. Rivers and Harbors Act of 1899. Section 10 of that act prohibits any obstruction or alteration of navigable waters without an ACE permit. The term navigable waters has a broad definition, which states that wetlands are included along with streams having average annual flows greater than 5 cubic feet per second. ACE also assists in recovery from natural disasters.

2.2 State

The State of Utah has a Department of Environmental Quality whose mission is to *“[p]rotect, maintain and enhance the quality of Utah's surface and underground waters for appropriate beneficial uses; and to protect the public health through elimination and preventing water related health hazards which can occur as a result of improper disposal of human, animal or industrial wastes while giving reasonable consideration to the economic impact.”*

The State Department of Environmental Quality is responsible to oversee the EPA NPDES Phase I and Phase II storm water regulations and issue Utah Pollutant Discharge Elimination Systems (UPDES) permits in the State of Utah. The Utah Administrative Code Title R317 – Environmental Quality, Water Quality sets forth the requirements and procedures needed for compliance with state law. Utah Code Title R317-8.3.9 specifically lists the requirements for municipalities to obtain a UPDES permit from the State of Utah. The UPDES permit will be issued in compliance with the provision of the Utah Water Quality Act, Title 19 chapter 5, Utah Code Annotated 1953, as amended.

2.3 County

Davis County is responsible for flood control and maintenance of the creeks that transverse through Centerville. Davis County ordinance 01-87 and 02-98 sets forth the

policy and procedures used by the County to provide this service. Coordination must be made with the county on projects that affect any of the creeks or right-of-way issues related to them.

2.4 Local

Currently, the City of Centerville has several ordinances that pertain to various aspects of storm water management. Some of these ordinances have been modified to meet compliance with the new Federal and State laws associated with the NPDES and UPDES permit requirements and to be more effective in improving the quality of storm water runoff. With the implementation of this storm water plan, additional ordinances may be required.

The following is intended as a brief overview of the ordinances currently enacted. A more detailed analysis and application of these ordinances will be included when needed to describe their application to the Storm Water Management Plan.

2.4.1 TITLE 16 Storm Water

2.4.2 TITLE 10 Fire, Health, Safety, and Welfare

2.4.2.1 Chapters 10-400, 10-500, 10-600

Chapters 10-400 and 10-500 address garbage and litter issues such as collection, transportation, and proper disposal of hazardous materials and other wastes. Chapter 10-600 addresses Natural Resource Excavations, which can have a significant effect on storm water quality.

2.4.3 TITLE 11 Streets and Public Ways

2.4.3.1 Chapter 11-300, Parts 11-362 and 11-355

Part 11-362 prohibits placing trash or other obstruction in streets, gutters, or sidewalks. Part 11-355 prohibits placing or mixing sand or gravel on a paved street or sidewalk. Such restrictions can help avoid adding large amounts of sediments to storm water during storm events.

2.4.4 TITLE 12 Planning and Zoning

2.4.4.1 Chapters 12-200, 12-300, 12-400

These chapters set forth subdivision standards and specifications, the planning and zoning ordinances, and the general plan. The codes found in these regulations include provisions for hillside development, general land use, sediment and erosion controls, construction

standards and specifications, zoning issues and provides for inspection and enforcement of these activities.

2.4.5 TITLE 15 Land Development

Title 15 is also known as the “Centerville Subdivision Ordinance” or as the “Land Development Code”. It provides rules, regulations, standards, and specifications which regulate growth and development in the City. The Community Development and Planning Department is the primary overseer of the majority of the requirements found in this section as well as those in Title 12.

SECTION 3 – NPDES PHASE II REQUIREMENTS

3.1 Public Education and Outreach

3.1.1 Requirements

REQUIRED: Implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff.

An informed and knowledgeable community is crucial to the success of the storm water management program since it helps to ensure the following:

1. Greater support for the program as the public gains a greater understanding of the reasons why it is necessary and important.
2. Greater compliance with the program as the public becomes aware of the personal responsibilities expected of them and others in the community, including the individual actions they can take to protect or improve the quality of area waters.

The basic requirement of the public education and outreach control measure is to communicate the impacts of storm water discharges and the steps to reduce storm water pollution. The EPA requires that a public education program be implemented to distribute education materials to the community or to conduct equivalent outreach activities about the impacts of storm water discharges on local water bodies and the steps that can be taken to reduce storm water pollution. The EPA also requires that appropriate BMPs and measurable goals be included as a part of the program.

Based on recommendations from the EPA and requirements of the State of Utah the following goals have been considered when determining which BMPs the City of Centerville will implement as part of the Storm Water Management Plan.

3.1.2 Goals

1. Inform the public of the need for storm water management and what role they play in it.
2. Develop a program that promotes, publicizes, and facilitates public reporting of the presence of illicit discharges or improper disposal of materials.
3. Develop a program that promotes, publicizes, and facilitates the proper management and disposal of used oil and household hazardous wastes.
4. Inform public employees, businesses, and the general public about the hazards associated with the illegal discharges and disposal of wastes.
5. Encourage the proper use, application, and disposal of pesticides, herbicides, and fertilizers by commercial and private applicators and distributors.

The BMPs that the City of Centerville has elected to implement are based on recommendations by the EPA and the State of Utah. Many NPDES Phase I communities have instituted similar activities with much success. The three main areas that the City of Centerville will implement public education and outreach activities include:

1. forming partnerships
2. using appropriate educational materials and strategies, and
3. reaching diverse audiences.

3.1.3 Forming Partnerships

It would be too expensive for the City of Centerville to create an education and outreach program on its own. With this restriction in mind, the City of Centerville will pursue partnerships with other communities and entities where possible and practicable. There is already an existing program in Davis County that reaches residents in our community.

3.1.4 Proposed BMPs

1. Continue participation with the Davis County Storm Water Coalition. (DCSWC)
 - a. DCSWC provides the opportunity to meet with Utah State officials who monitor and regulate construction sites, industrial sites, and Municipal Separate Storm Sewer Systems (MS4s). Participation and collaboration allow Centerville to remain aware of current storm water concerns.
 - b. Participate with the Davis County Storm water Coalition. Centerville pays an annual fee to the Davis County Storm water Coalition to pay a portion of the costs associated with their program. In return, Centerville City receives materials to use in its community. This partnership eliminates duplication of services and provides opportunities that the City could not otherwise afford. Davis County Storm Water Coalition consists of representatives from 15 cities including Davis County and Hill Air Force Base. The Coalition's purpose is to reduce the load of pollutants entering the storm drains and receiving water bodies and to comply with storm water regulations. The coalition meets monthly and coordinates the

purchase of educational material, school program presentations, municipal and construction site training opportunities, and compliance with state storm water regulations.

2. Continue purchasing brochures and TV advertisements. Part of the fees paid to the Davis County Storm Water Coalition is applied to the purchase of brochures and TV advertisements. Brochures are used to tag doors in neighborhoods where storm water pollution is found. Brochures are also used when service projects apply storm drain stencils to catch basins
3. Continue public information presentations. The Davis County Storm Water Coalition pays for one teacher to educate all of the 4th-grade students within Davis County concerning storm water. The Coalition also participates in Water Fairs and each year provides an educational booth at the Davis County Water Fair. The Coalition has also conducted both construction site storm water training for contractors and municipal site storm water training for municipal employees.
4. Create economic incentives for businesses and new development. Centerville is considering offering a drainage utility discount for businesses that participate in storm water educational opportunities or who install specific storm water treatment devices and structural or nonstructural BMPs.
5. Target commercial businesses. Commercial businesses contribute to storm water pollution through the use of bad housekeeping procedures. The City plans on inspecting commercial businesses and then providing them with options for structural and nonstructural BMPs.
6. Develop annual storm water insert for City Newsletter. The Centerville City newsletter is an effective way of reaching the public. Each year a storm water insert will be included in the newsletter informing the public about storm water concerns and what they can do to prevent storm water pollution.
7. Promote low impact development. Low impact development techniques help to reduce storm water pollution. Low impact development depends on coordination with the Department of Community Development.

See **Table 2** for Status of Measurable Goals for Public Education and Outreach.

3.1.5 Funding

Funding to participate with existing coalitions will be an expense of the City's Drainage Utility Fund. Coalition funding has varied per year dependent upon activities and participation of other Cities.

3.2 Educational Materials and Strategies

There are many sources to obtain existing educational materials. Many of these materials can be used as-is or can be modified to meet our specific local needs. Participation with other organizations, such as county coalitions, reduces the cost of some materials due to the scale of the economy.

3.2.1 Proposed BMPs

1. Develop and maintain a library of educational materials for the community and school groups. This collection of information will be used to prepare brochures, handouts, the website, and other materials used in promoting the storm water management plan.
2. Develop brochures and/or fact sheets for the general public that provide information on the City's storm drain system, flood control activities, and other storm water related issues. These brochures should emphasize the impact of storm water discharges on our local water bodies and steps that can be taken to reduce or eliminate pollutants from entering storm water runoff.
3. Develop and maintain a website related to our storm water program and storm water issues.
4. Continue publication of the storm water hotline that is used to answer questions and concerns from the public as well as providing information. The storm water hotline also facilitates reporting the presence of illicit discharges or the improper disposal of materials into the storm drain system.
5. Continue the storm drain stenciling program.
6. Continue the educational program for school-age children (fourth graders) as managed by the Davis County Storm Water Coalition.
7. Development of alternative information sources, such as bumper stickers, refrigerator magnets, posters, key chains, etc. which will promote public awareness and participation.

3.2.2 Funding

Funding for the proposed BMPs in Section 3.2.1 will be an expense of the City's Drainage Utility Fund. The associated costs to participate have yet to be determined as some of these activities will be dependent upon the City's participation in the Davis County Storm Water Coalition.

See **Table 3** for Status of Measurable Goals for Education Materials and Strategies.

Table 2. Status of Measurable Goals for Public Education and Outreach

Target Date	Activity/Goal/BMP	Responsible Entity	Cost	Funding Source	Status	Implementation Date	Assessment
Year 1	Prepare agreements to participate with the existing Davis County Storm water Coalition	Drainage Utility	Unknown	Drainage Utility Fund	Active	2003	Agreements are active and reoccur annually.
Year 1	Develop a Centerville Storm water Committee	Drainage Utility, Mayor/City Manager	Volunteers	None	Dropped	n/a	Interest for this committee never materialized. Will reconsider at a later date.
Year 2-5	Participation with DCSWC	Drainage Utility	Averaged cost approximately \$ 4,500 per year.	Drainage Utility Fund	Active	2003	Active participation has allowed the City to gain valuable knowledge in regards to local, State, and Federal Storm Water Regulations.
Year 2-5	Storm Water Committee reviews the Storm Water Management Plan and other activities and suggests appropriate changes and modifications annually	Drainage Utility	Unknown	Drainage Utility Fund	Dropped	n/a	Interest for this committee never materialized.

Table 3. Status of Measurable Goals for Education Materials and Strategies

Target Date	Activity/Goal/BMP	Responsible Entity	Cost	Funding Source	Status	Implementation Date	Assessment
Year 1-2	Prepare and include a survey in the city newsletter to gauge the knowledge of citizens regarding storm water issues.	Drainage Utility Supervisor Centerville Storm water Committee	>\$100	Drainage Utility Fund Centerville City	Active	2007	Results from the survey will be compiled and used as a base for comparisons with future surveys. Too soon to determine effectiveness.
Year 1-5	distribute brochures and/or fact sheets for the general public that provide information on the City's storm drain system, flood control activities, and other storm water related issues.	Drainage Utility Supervisor Centerville Storm water Committee	>\$100	Drainage Utility Fund Storm water Coalition	Active	n/a	Completed 2015-2020 Brochures have been purchased through the Davis County Storm water Coalition. See 3.1.3.4
Yearly	Mail one brochure with information on storm water related issues through the City newsletter. (The newsletter is distributed to all postal customers in the city.)	Drainage Utility Supervisor Centerville Storm water Committee	Unknown	Drainage Utility Fund	Active	2007	Completed in Year 5 of 2003-2008. Included in 2015-2020 SWMP.
Year 3	Implement a storm water hotline for information and reporting	Drainage Utility Supervisor Centerville Storm water Committee	Unknown	Drainage Utility Fund	Active	2003	Completed. Included in the 2008-2013 SWMP under Illicit Discharge Detection and Elimination.
							(continued)

Year 3-5	Start a storm drain stenciling program	Drainage Utility Supervisor Centerville Storm Water Committee	To be determined	Drainage Utility Fund	Active	2003	Storm drain stenciling continues.
Year 3-5	Develop or participate in an educational program for school-age children	Drainage Utility Centerville Storm Water Committee	To be determined	Drainage Utility Fund	Active	2003	Ongoing through the Davis County Storm Water Coalition.
Year 3-5	Distribute specific pollution prevention information to target groups such as businesses, churches, schools, etc.	Drainage Utility Supervisor Centerville Storm Water Committee	To be determined	Drainage Utility Fund	Active	2007	Ongoing
Year 3-5 (or as available by the Coalitions)	Development of alternative information sources, such as bumper stickers, refrigerator magnets, posters, key chains, etc.	Drainage Utility Supervisor Centerville Storm Water Committee	To be determined	Drainage Utility Fund	Active	n/a	Some materials distributed through the Storm Water Coalition.

3.3 Reaching Diverse Audiences

To be the most effective, our outreach program must address the viewpoints and concerns of a variety of audiences, including minority and disadvantaged communities, as well as children.

3.3.1 Proposed BMPs

1. Diversify the materials and strategies used.
2. Specifically, target different audiences with appropriate brochures or activities. This includes focusing on specific business types such as gas stations, greenhouses, car washes, etc. and other groups or entities which may impact storm water runoff in the community.
3. Distribute the materials through individual Letters, the City newsletter, local schools, the Neighborhood Network, and other civic groups.

3.3.2 BMPs/Activities being implemented by Davis County and the Davis County Storm Water Coalition

CURB MARKERS

The County has coordinated the purchase of curb markers with both a common countywide logo and each City logo on the stencil. The markers are available for community groups, such as civic, PTA, service organizations, and scouts to place them on curb inlets throughout each City.

TEACHING AT PUBLIC SCHOOLS

The Davis County Storm Water Coalition has contracted an independent teacher to give presentations to all fourth-grade classes in all 51 elementary schools within Davis County.

Materials used in the school demonstration have been jointly purchased and are owned by the Cities and County. The materials and supplies are stored in the County Public Works office and are made available to each City on a reservation basis.

COORDINATION WITH UTAH STATE UNIVERSITY EXTENSION SERVICE

Representatives from the Davis County Storm Water Coalition will:

1. Make a presentation to the master gardener class which runs each year from Jan-Mar, after which master gardeners could mention storm water protection—pesticides, fertilizer, etc. when giving gardening talks in the community.
2. Demonstrate the storm water model at Extension school agriculture field day in April or May to over 1,000 elementary school students.
3. Display storm water pamphlets at the Utah House and pavilion at Utah Botanical Center in Kaysville.

4. Promote education tours for groups to visit botanical center ponds, which are fed by storm water.
5. Provide articles on storm water in the USU Extensions newsletter which goes out every month to over 1,000 people.
6. Add storm water bulletins to the Extension bulletin display in courthouse.

DEMONSTRATION DETENTION POND

Davis County has constructed a small detention pond and grass swales at the Public Works facilities in Fruit Heights. This facility demonstrates how water from shops and parking lots can be treated before it leaves the site.

NEWSPAPER ARTICLES

At least once per year, County personnel will prepare news articles to be published in the regional newspapers. The news articles will relate current activities in the County, which demonstrate the progress being made to reduce the pollution of our streams.

Suggestions will be given concerning lawn fertilization, excess lawn watering, and dumping toxic waste and sand into the curb. Directions will be given as to properly disposing of used oil, antifreeze, and paints.

COMMUNITY AND RESIDENTIAL PROGRAMS

Promote public reporting of illegal dumping and illicit discharges. The purpose of public reporting is to enable the County or the Davis County Health Department to respond to citizen complaints regarding water quality. Reports may be called into phone number 451-3296. Procedures for formal complaints are in place. As necessary, Davis County Public Works will assist the Health Department to investigate the source of the pollution. Investigations and enforcement measures will be documented by the County.

Information booths will be on display at each City and County office Building. The booth display will include the model used in the schools illustrating the hydrologic cycle in an urban setting and is accompanied by a series of pamphlets or other educational materials that explain how the public can help reduce pollutants exposed to rainfall. The materials that are handed out at the booths primarily consist of the current information developed by the Davis County Storm Water Coalition.

3.3.3 Funding

Funding for the proposed BMPs in Section 3.3.1 will be an expense of the City's Drainage Utility Fund. The associated costs to participate have yet to be determined as some of these activities will be dependent upon the City's participation in the Davis County Storm water Coalition.

See **Table 4** for Status of Measurable Goals for Reaching Diverse Audiences.

Table 4. Status of Measurable Goals for Reaching Diverse Audiences

Target Date	Activity/Goal/BMP	Responsible Entity	Cost	Funding Source	Status	Implementation Date	Assessment
Year 1	Identify different target groups and appropriate materials to be used with each group	Drainage Utility	>\$100	Drainage Utility Fund	Planned		Prepare a list of various target groups and outlines of plans to address related issues developed.
Year 2-5	Develop brochures and/or fact sheets for the general public that provide specific information on storm water related issues for each target group.	Drainage Utility	>\$100	Drainage Utility Fund	Active	2007	Develop one brochure or fact sheet each year. Mailed in City Newsletter addressing storm water issues for residents.
Year 2-5	Mail one brochure with information on storm water related issues to each target group.	Davis County Storm Water Coalition	>\$100	Drainage Utility Fund	Active	2007	Mail one brochure to every target group identified. Mailed informational letter to targeted businesses in 2020

3.4 Public Involvement/Participation

3.4.1 Requirements

REQUIRED: Comply with State and local public notice requirements when implementing a public involvement/participation program. Public involvement/participation programs should include steps to foster and include public input in developing, implanting, and reviewing storm water management programs.

An active and involved community is crucial to the success of the storm water management program because it allows for:

1. Broader public support since citizens who participate in the development and decision-making process are partially responsible for the program and, therefore, may be less likely to raise legal challenges to the program and more likely to take an active role in its implantation.
2. Shorter implementation schedules due to fewer obstacles in the form of public and legal challenges and increased sources in the form of citizen volunteers.
3. A broader base of expertise and economic benefits since the community can be a valuable, and free, intellectual resource.
4. A conduit to other programs as citizens involved in a storm water program development process provides important cross-connections and relationships with other community and government programs. This benefit is particularly valuable when trying to implement a storm water program on a watershed basis, as encouraged by the EPA.

The basic requirement of the public participation/involvement is to be in compliance with all applicable State and local public notice requirements. The EPA also requires that appropriate BMPs and measurable goals be included as a part of the program. The EPA recommends that the municipality provide opportunities for the public to participate in activities such as a local storm water management panel or committee, volunteer monitoring, stream clean-up days, etc.

Based on recommendations from the EPA and requirements of the State of Utah the following goals have been considered when determining which BMPs the City of Centerville will implement as part of the storm water management plan.

3.4.2 Goals

1. Make efforts to reach out and engage all economic and ethnic groups in the community.
2. Provide opportunities for members of the public to participate in the development and implementation including serving as a citizen representative on a local storm water management panel, attending public hearings, working as citizen volunteers to educate other individuals about the program, assisting in program coordination with pre-existing programs, or participating in volunteer monitoring efforts.

3. Promote, publicize and facilitate other information community and industrial help projects like stream watch programs, workshops, speaking engagements, inlet stenciling programs, brochures, public service announcements, and/or other outreach measures (surveys, counts, or other feedback may measure the success of these programs).

The BMPs that the city of Centerville has elected to implement are based on recommendations by the EPA and the State of Utah.

3.4.3 Proposed BMPs

1. Full compliance with State and local laws regarding the advertisement and notification of public hearings and other related meetings regarding the development and implementation of the storm water management plan.
2. Develop and implant a Centerville Storm water Committee to give input, feedback, and recommendations to the implementation of the storm water management plan.
3. Use the Centerville Storm water Committee to develop and promote the BMPs associated with the Public Information and Outreach part of the storm water management plan.
4. Continue the storm drain stenciling program.
5. Involve the community in community clean-ups along local creeks, ditches, swales, and other drainage areas.
6. Develop a citizen watch group and/or adopt a storm drain program to encourage individuals or groups to keep storm drains free from debris and aid local officials in identifying polluters and monitor what is entering the local waterways through the storm drain system.

3.4.4 Funding

Funding for the proposed BMPs in Section 3.4.3 will be an expense of the City's Drainage Utility Fund.

See **Table 5** for Status of Measurable Goals for Public Involvement/Participation.

Table 5. Status of Measurable Goals for Public Involvement/Participation

Target Date	Activity/Goal/BMP	Responsible Entity	Cost	Funding Source	Status	Implementation Date	Assessment
Year 1	Establish guidance for full compliance with State and local laws regarding the advertisement and notification of public hearings.	Drainage Utility Supervisor City Recorder	>\$100	Drainage Utility Fund	Active	2007	Document all public hearings held in regards to storm water.
Year 1	Develop a Centerville Storm water Committee.	Drainage Utility Supervisor, Mayor, City Manager	Volunteers	None	Dropped	n/a	Dropped from the plan due to lack of participation. Will reconsider in the future.
Year 2-5	Use the Centerville Storm water Committee to develop and promote the BMPs associated with the Public Information and Outreach part of the SWMP.	Drainage Utility Supervisor Centerville Storm Water Committee	>\$100	Drainage Utility Fund	Dropped	n/a	Dropped from the plan due to lack of participation. Will reconsider in the future.
Year 2-5	Schedule at least one community clean-up day or other volunteer projects to clean up local drainage ways.	Drainage Utility Supervisor Centerville Storm Water Committee	Unknown	Drainage Utility Fund	Planned		Document the date and activity held.
							(continued)

Year 3-5	Implement a citizen's watch group.	Drainage Utility Supervisor Centerville Storm Water Committee	Unknown	Drainage Utility Fund Centerville City	Dropped	n/a	Dropped from the plan due to lack of participation. Will reconsider in the future.
Year 4-5	Implement an adopt-a-storm drain program.	Drainage Utility Centerville Storm Water Committee	Unknown	Drainage Utility Fund	Planned		Track the number of Storm drains adopted and track the maintenance performed.

3.5 Illicit Discharge Detection and Elimination

3.5.1 Requirements

REQUIRED: Develop, implement, and enforce a program to detect and eliminate illicit discharges and improper dumping into the MS4, (as defined in 40 CFR 122.26(b)(2)).

1. Develop a storm water system map, showing the location of all outfalls and the names and location of all waters of the State that receive discharges from those outfalls;
2. To the maximum extent allowable under State or local law, effectively prohibit, through an ordinance, or other regulatory mechanisms, non-storm water discharges into the system and implement appropriate enforcement procedures and actions;
3. Develop and implement a plan to detect and address non-storm water discharges including illegal dumping into the system;
4. Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste;
5. Promote, publicize and coordinate or assist in the coordination of the establishment or availability of programs to collect used motor vehicle fluids (including oil and antifreeze) and to collect household hazardous waste materials (including paint, pesticides, herbicides, and other hazardous wastes) for recycling and reuse;
6. Unless identified by the permittee or the Executive Secretary as a significant source of pollutants to waters of the state, the following non-storm water discharges need not be prohibited from entering the MS4, provided appropriate control measures, (if needed) to minimize the impacts, are developed and implemented under the SWMP:
 - a. Waterline flushing or other potable water sources;
 - b. Landscape irrigation or lawn watering;
 - c. Approved diverted stream flows;
 - d. Groundwater infiltration to storm drains;
 - e. Air conditioning condensation;
 - f. Natural riparian habitat or wetland flows;
 - g. Emergency firefighting activities;
 - h. Swimming pools (only if de-chlorinated in accordance with federal regulations to less than 0.4 PPM chlorine); or
 - i. Discharges specified in writing by the Public Works Director as being necessary to protect public health and safety;
 - j. Promote and publicize a hotline for reporting illicit discharges.

Illicit discharges are considered illicit because MS4s are not designed to accept, process, or discharge such as non-storm water wastes. Illicit discharges enter the system through either direct connections (e.g., wastewater piping either mistakenly or deliberately connected to the storm drains) or indirect connections (e.g., infiltration from cracked sanitary systems, spills collected by drain outlets or other contaminants dumped directly into a storm drain). The result is untreated discharges that contribute to high levels of

pollutants, including heavy metals, toxics, oil and grease, solvents, nutrients, viruses, and bacteria into receiving water bodies. These increased pollutant levels can be high enough to significantly degrade receiving water quality and threaten aquatic, wildlife, and human health.

Based on recommendations from the EPA and requirements of the State of Utah the following goals have been considered when determining which BMPs the City of Centerville will implement as part of the storm water management plan.

3.5.2 Goals

1. Develop a storm water system map, showing the location of all outfalls and the names and location of all waters of the State that receive discharges from those outfalls.
2. Develop ordinance language that prohibits non-storm water discharges into the storm drain system and provides for appropriate enforcement procedures and actions.
3. Develop a plan to detect and address non-storm water discharges, including illegal dumping.
4. Educate public employees, businesses, and the general public about the hazards associated with illegal discharges and improper disposal of waste.

3.5.3 Proposed BMPs

1. Centerville's storm drainage system is mapped and includes storm drains, sub drains, ditches, swales, culverts, creeks, catch basins, and manholes. Future plans include continuing to update storm drainage maps to include new development as well as improving the accuracy of existing infrastructure. The mapping system should be utilized to record illicit connections, cleanings, and video inspections and to track problem areas or systems that need to be re-inspected at the end of two-year warranties.
2. Centerville's Title 16 Storm Water Ordinance was adopted on July 1, 2007. Chapter 16-04 Prohibited Actions and Chapter 16-05 Violations and Enforcement regulates and identifies non-storm water discharges and enforcement options. Future plans include applying the ordinance in the field and presenting improvements and/or modifications to increase its effectiveness and enforceability.
3. Developing a plan to detect and address non-storm water discharges will consist of four parts:
 - a. Locating Problem Areas – Centerville City will continue to video inspect its piped portion of the storm drain system to identify and illicit or illegal connections. The City also plans to work with appropriate agencies, such as the Davis County Department of Health to identify other sources of illegal discharges. This may include sampling and monitoring of manholes, creeks, and/or other drainage ways, dye testing, and/or smoke testing.

- b. Finding the Source – Where applicable the City will perform testing or other investigations to determine the source of illicit discharges or dumping into the storm drain system.
 - c. Removing/Correcting Illicit Connections – If illegal connections are identified, the offenders will be notified and directed to correct the problem. Education efforts will also be used to train and resolve problems before taking legal action.
 - d. Documentation of the Actions Taken – All actions associated with identifying and correcting illegal discharges will be documented, including information such as the number of outfalls screened; complaints received and corrected; the number of discharges and quantity of flows eliminated; the number of tests performed, etc.
- 4. The City has begun both commercial and construction site inspections to identify non-storm water discharges. The City also video inspects storm drain lines in existing and new development to ensure illicit connections have not been made. Building inspectors and the City Engineers have been informed about illicit roof drain to sub-drain connections. Future goals include improving the inspection and reporting process by increasing regularity and number of inspections and recording inspections utilizing software that allows tracking and queries.
- 5. Educational outreach will be implemented under activities in section 3.1 of this plan. City employees receive annual safety training in regards to storm water pollution and types of illicit discharges. Some commercial businesses have been sent a BMP educational brochure that reviews storm water pollution and various types of illicit discharges. The general public receives an annual City Newsletter that also reviews storm water pollution and various types of illicit discharges. Future goals include reaching out to all of the businesses within Centerville by purchasing and mailing a storm water brochure that specifically targets commercial sites.
- 6. The City Newsletter publicizes the phone number for the Solid Waste District which accepts many common household hazardous wastes. Future goals include researching the feasibility of an annual city-wide cleanup day for hazardous waste to include the collection of paint, oil, antifreeze pesticides, herbicides, and other hazardous wastes.
- 7. Centerville's Title 16 Storm Water Ordinance identifies non-storm water discharges that are allowed. Future goals include monitoring discharges and adjusting the list of non-storm water discharges as needed.

The BMPs that the City of Centerville has elected to implement are based on recommendations by the EPA and the State of Utah.

3.5.4 Funding

Funding for the proposed BMPs in Section 3.5.3 will be an expense of the City's Drainage Utility Fund.

See **Table 6** for Status of Measurable Goals for Illicit Discharge and Elimination

Table 6. Status of Measurable Goals for Illicit Discharge and Elimination

Target Date	Activity/Goal/BMP	Responsible Entity	Cost	Funding Source	Status	Implementation Date	Assessment
Year 1	Map development.	Drainage Utility Supervisor, GIS Specialist	Unknown	Drainage Utility Fund	Active	2003	Map development continues as new systems are installed and old systems are cleaned and verified.
Year 1-3	Video inspections.	Drainage Utility Supervisor	Unknown	Drainage Utility Fund	Active	2003	Inspect the entire system.
Year 2	Establish an ordinance.	Drainage Utility Supervisor, City Council	>\$100	Drainage Utility Fund	Completed	2007	Ordinance adopted by City Council.
Year 3	Completion of video inspection of all drain lines.	Drainage Utility Supervisor	Unknown	Drainage Utility Fund	Active	2003	In progress.
Year 4-5	Promotion of proper Hazardous Waste Disposal and hotline to report dumping violations.	Drainage Utility Supervisor	Unknown	Drainage Utility Fund	Active	2007	

3.5.5 Spill Incident Response and Reporting

The following spill incident reporting chart will be used to respond to spills and report them to appropriate agencies:

-
- A spill is observed or Report of Spill comes in
 - Does the incident pose an immediate threat to life or health?
 - Yes – Call 911 (describe the material, amount, and extent)
 - describe the incident in the spill log
 - No – move to next step
 - Are you able to safely contain the spill with tools and/or material at hand?
 - Yes – Contain the spill and secure the area, then ensure clean-up is done
 - report according to the reporting list below, and
 - describe the incident in the spill log
 - No – move to next step
 - Is it during regular working hours?
 - No – Call 911 (describe the material, amount, and extent)
 - describe the incident in the spill log
 - on next working day report according to reporting list below
 - Yes – report according to reporting list below
 - describe the incident in the spill log
-

Pollutant Description

Pollutant releases to water (surface or groundwater)
Hydrocarbons (fuel, oil), release of 25 gallons or more
Radiological Materials, any spill or release
Extremely Hazardous chemicals, 2.2 lb. or more
(e.g. Cyanides, Arsenic, Chlorine)
Other Hazardous chemicals, 220 lb. or more
Underground Storage Tank, any leaking or release

Report to:

Davis Co., UDEQ, & NRC
Davis Co. and UDEQ
Davis Co. and UDEQ
Davis Co. and UDEQ
Davis Co. and UDEQ
UDEQ

Other spills, particularly those contained and cleaned up, do not need to be reported

Phone Contact List:

Emergency	911
Davis County Environmental Health	801-525-5100
National Response Center (NRC)	800-424-8820 (24 hour)
Utah Dept. of Environmental Quality (UDEQ)	801-536-4123 (24 hour)
Utah Division of Solid and Hazardous Waste	801-538-6170
Utah Hazmat Response Officer	801-538-3745 (24 hour)

3.6 Construction Site Runoff Control

3.6.1 Requirements

REQUIRED: Develop, implement, and enforce a program to reduce pollutants in storm water runoff from construction activities, including residential construction that result in a land disturbance. Reduction of storm water discharges from construction activity disturbing less than one acre must be included in the program if that construction is part of a larger common plan of development that would disturb one acre or more. Minimum requirements include:

1. An ordinance or other regulatory mechanism requiring the implementation of proper erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State or local law.
2. An ordinance or other regulatory mechanism shall, at a minimum, require construction operators to prepare a Storm Water Pollution Prevention Plan (SWPPP).
3. Requirements for construction site operators to implement appropriate erosion and sediment control best management practices
4. Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.
5. Procedures for site plan review which incorporate consideration of potential water quality impacts.
6. Procedures for information submitted by the public.
7. Procedures for site inspection and enforcement of control measures.
8. The development of a written enforcement strategy and implement the enforcement provisions of the ordinance or other regulatory mechanism which shall include procedures and sanctions.

3.6.2 Goals

The BMPs that the City of Centerville has elected to implement are based on recommendations by the EPA and the State of Utah.

The Construction Site Storm Water Runoff Control Program section of the SWMP addresses water quality concerns for construction sites greater than or equal to one acre. Polluted storm water runoff from construction sites often flow to storm drains and into receiving waters. This runoff can contribute more sediment to receiving waters than can be deposited naturally during several decades. The resulting siltation can cause physical, chemical, and biological harm to receiving waters. The BMPs described in this section of the SWMP includes the development of a construction site program designed to reduce pollutants in storm water runoff from construction activities. This program will include procedures for construction site plan review, site inspections, public reporting, contractor education, and notification of permit requirements to all construction site owners/operators.

This program will also be integrated with other facts of the SWMP to provide information and up-to-date BMPs to the end-user. The following BMPs describe implementation tasks to be completed by Centerville City for the Construction Site Storm Water Runoff Control Program.

3.6.3 Proposed BMPs

Centerville City will develop an ordinance with requirements for construction operators to use erosion and sediment controls and maintain appropriate structural and non-structural BMPs to reduce pollutants discharged during times of soil disturbances or excavation activities, along with penalties to enforce and ensure compliance. In addition, develop requirements for operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the site that may cause adverse impacts to water quality.

A construction site permit will be required for construction activities in accordance with the proposed ordinance. For the purposed of this permit, construction activities are defined as activities that change the volume or peak flow discharge rate of rainfall runoff from the land surface. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the diversion or piping f any natural or man-made watercourse.

An erosion control plan must be submitted for review and approval prior to commencing grading operations. The plan is intended to prevent erosion during the construction phase by implementing various erosion control measures as appropriate. Such measures may include temporary silt or sediment fences, sediment traps, and detention ponds, temporary and permanent vegetation, or other approved BMP.

In addition, the permit requires operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste, and other construction-related pollutants at the site that may cause adverse impacts to water quality.

CONSTRUCTION SITE PERMIT APPLICATION

A Storm Water Pollution Prevention Plan (SWPPP) must be submitted with the Permit Application. The SWPPP shall include the following information:

A. General Information

1. A site description which includes a description of the nature and location of the construction activity, a description of the intended sequence of major activities which will disturb soils for major portions of the site (e.g. grubbing, excavation, grading, utilities, and infrastructure installation, etc.), and estimates of the total area of the site and the total area of the site that is expected to be disturbed by excavation, grading, or other activities;

2. A description of the proposed measures and controls that will be implemented during construction activity and/or while the site is not stable. The SWPPP must clearly describe the times during the construction process that the measures will be implemented for each major activity identified pursuant to subsection (1). The SWPPP shall also state the name and phone number of the persons or entity responsible for the implementation of each control measure.

B. Goals and Criteria

1. The proposed measures and controls shall be designed to prevent or minimize, to the maximum extent practicable (MEP) the discharge of sediment, debris, and other construction-related pollutants from the construction site by storm water runoff into the storm drain system.
2. The proposed measures and controls shall be designed to prevent or minimize, to the MEP, the deposit, discharge, tracking by construction vehicles, or dropping of mud, sediment, debris, or other potential pollutants onto public streets and rights-of-way. Any such discharge shall be cleaned up and removed immediately upon notification to the Permittee or when it otherwise comes to the attention of the Permittee. At a minimum, the deposit or discharge shall be cleaned and removed at the end of the work shift in which the deposit occurred, or at the end of the workday, whichever comes first.
3. The proposed measures and controls shall consist of BMPs available at the time that the SWPPP is submitted. BMPs may include, but shall not be limited to, temporary silt or sediment fences, sediment traps and detention ponds, gravel construction entrances and wash down pads to reduce or eliminate off-site tracking, straw bale sediment barriers, establishment of temporary grasses and permanent vegetative cover, use of straw mulch as a temporary ground cover, erosion control blankets, temporary interceptor dikes and swales, storm drain inlet protection, check dams, subsurface drains, pipe slope drains, level spreaders, rock outlet protection, reinforced soil retains systems, and gabions.
4. The proposed measures and controls shall be designed to preserve existing vegetation, where possible. Disturbed portions of the site shall be stabilized. Stabilization practices may include temporary seeding, permanent seeding, mulching, geotextiles, sod stabilization, vegetative buffer strips, protection of trees, preservation of mature vegetation, and other appropriate measures. The use of impervious surfaces for stabilization should be avoided. Stabilization measures shall be initiated as soon as practicable in disturbed portions of the site where construction activities have temporarily or permanently ceased, but in no case, more than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased, except under the following circumstances:

- a. If the initiation of stabilization measures by the 14th day after construction activity temporarily or permanently ceases is precluded by snow cover or frozen ground conditions, stabilization measures shall be initiated as soon as practicable; or
 - b. If construction activity on a portion of the site is temporarily ceased, and earth disturbing will resume within 21 days, temporary stabilization measures need not be initiated on that portion of the site.
5. The proposed measures and controls shall be employed to minimize the risk of discharge of construction-related pollutants (such as paint, thinners, solvents, and other chemicals) from the construction site. Such measures may include the implementation of storage practices to minimize exposure of the material to storm water as well as spill prevention and response.

SITE PLAN REVIEW

Centerville City will develop a procedure for site plan review, which incorporates considerations for potential short and long-term water quality impacts and minimizes these impacts, to the MEP. The site plan review shall include requirements for operators to control other wastes such as discarded building materials, concrete truck washout chemicals, litter, and sanitary waste that may adversely impact water quality.

Centerville's Storm Water Ordinance supplies the framework for the Construction Site Storm Water program as well as the regulatory jurisdiction for enforcement. Site plan review and approval procedures have been developed.

Site plans will incorporate specific BMPs for erosion and sediment control purposes and other waste control measures. Consideration for proper operation and maintenance of control measures will be incorporated into the plan review process.

Centerville City personnel who currently review site plans will evaluate storm water controls. Guidelines for appropriate erosion and sediment control measures are part of the personnel training.

SITE INSPECTIONS

Centerville City has developed procedures for site inspection and enforcement of erosion control measures at construction sites to deter infractions. Procedures include steps to identify priority sites for inspection and enforcement based on the nature and extent of the construction activity, topography, and the characteristics of soils and receiving water quality.

Centerville's Storm Water Ordinance supplies the framework for the Construction Site Storm Water program as well as the regulatory jurisdiction for enforcement. Regular inspections by qualified personnel will help to ensure erosion and sediment controls are operating properly and to identify problem areas. Procedures for site inspections and follow-up activities will be developed.

PUBLIC REPORTING

The public can play a crucial role in identifying an instance of noncompliance. Public reporting can provide important assistance in preventing storm water pollution during construction activities. Maintain procedures for the receipt and consideration of public inquiries, concerns, and information submitted regarding storm water runoff from local construction activities.

As noted in the education section of the SWMP, Davis County will promote public reporting of illegal dumping and illicit discharges. The purpose of public reporting is to enable the county or the Davis County Health Department to respond to citizen complaints regarding water quality. Reports may be called into phone number 451-3296. Procedures for formal complaints are in place. As necessary, Davis County Public Works will assist the Health Department to investigate the source of the pollution. Davis County will document all investigations and enforcement measures, including any fee penalties.

CONTRACTOR EDUCATION

Develop and distribute appropriate education and training materials for construction site operators. Contractor education on storm water issues will be crucial in minimizing storm water pollution during construction activities.

Guidance Document for Storm Water Management: The Davis County Storm Water Coalition has created a guidance document of BMPs for construction sites: *A Guide to Storm Water Best Management Practices* is available on the Centerville City's website.

Additional Guidance Documents: EPA's *A Storm Water Management for Construction Activities: Developing Pollution Prevention Plans and Best Management Practices* and other appropriate publications will be made available.

UPDES CONSTRUCTION PERMIT NOTIFICATION

Notify all construction permit applicants of their potential responsibilities under the UPDES permitting program for construction site runoff. Procedures for notification of UPDES permit requirements will be developed. Making construction permit applicants aware of UPDES permit requirements for construction activities will be beneficial in minimizing storm water pollutant runoff from such sites.

The table below represents measurable goals that are to be implemented and assessed during the permit term. The purpose of measurable goals is to gauge permit compliance and program effectiveness.

3.6.4 Funding

Funding for the proposed BMPs in Section 3.6.3 will be an expense of the City's drainage utility fund. Other sources of funding may include fees imposed on contractors, builders, developers, or costs incurred by them while implementing the selected BMPs in conjunction with their permits.

See **Table 7** for Status of Measurable Goals for Construction Site Runoff Control.

Table 7. Status of Measurable Goals for Construction Site Runoff Control

Target Date	Activity/Goal/BMP	Responsible Entity	Cost	Funding Source	Status	Implementation Date	Assessment
Year 1	Review existing ordinances.	Drainage Utility Supervisor City Attorney	Unknown		Completed	2007	
Year 1-2	Modify existing ordinances or develop new ordinances regarding pollution prevention on construction sites.	Drainage Utility Supervisor City Attorney City Council	Unknown		Completed	2007	
Year 2	Complete selection of approved BMPs and develop a book to be used by the city and contractors.	Drainage Utility Supervisor	Unknown	Drainage Utility Fund	Completed	2008	
Year 3	Train personnel and contractors/develop an education program	Drainage Utility Supervisor	Unknown	Drainage Utility Fund	Active	2007	
Year 4-5	Enforcement of ordinance	Drainage Utility Supervisor	Unknown		Active	2007	

3.7 Post Construction Runoff Control

3.7.1 Requirements

REQUIRED: The permittee must:

1. Develop, implement, and enforce a program to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that is part of a larger common plan of development or sale or that has been designated to protect water quality, that discharge into the MS4. The program must ensure that controls are in place that will protect water quality that discharges into the MS4. The program must ensure that controls are in place that will protect water quality and reduce the discharge of pollutants to the maximum extent practicable.
2. Develop and implement strategies which include a combination of structural and/or nonstructural BMPs.
3. Develop and define a specific hydrologic method or for calculating runoff volumes and flow rates to ensure consistent sizing of structural BMPs and that include a plan review process.
4. Develop a program that includes a process that requires the evaluation of a Low Impact Development (LID) approach.
5. Develop and adopt an ordinance or other regulatory mechanism that requires long-term post-construction storm water controls at new development and redevelopment sites. The permittee's ordinance or other regulatory mechanisms must include an appeals process and include enforcement provisions, including specific processes and sanctions.
6. Develop provisions for post-construction access for Permittees to inspect storm water control measures on private properties that discharge to the MS4 to ensure that adequate maintenance is being performed.

Pollution Prevention/Good Housekeeping

REQUIRED: The permittee must:

1. Develop and implement an operation and maintenance program that includes a training component and is designed to reduce the discharge of pollutants to the maximum extent practicable, and
2. Include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

The Pollution Prevention/Good Housekeeping portion of the Storm Water Management Plan addresses routine activities in the operation and maintenance for drainage systems, roadways, parks, and open spaces, and other municipal operations to help ensure a reduction in pollutants entering

the storm drain systems. The program will implement BMPs to address specific roadway practices which include snow removal, deicing, salt pile management, and road crew training. This program will also focus on storm drainage system maintenance, structural floatable controls, maintenance yard practices, flood control projects, litter ordinance development, pesticide, herbicide, and fertilizer program, and spill prevention and response.

This program will also be integrated with the Public Education and Outreach, Public Involvement/Participation, and Illicit Discharges and Improper Disposal Programs to promote awareness of water quality concerns in performing routine roadway maintenance and operation, and other practices. The following BMPs describe implementation tasks and assessment tasks to be completed by Davis County for the Pollution Prevention/Good Housekeeping Program.

3.7.2 Goals

The BMPs that the City of Centerville has elected to implement are based on recommendations by the EPA and State of Utah.

3.7.3 Proposed BMPs

STORM DRAIN SYSTEM MAINTENANCE

Maintain existing drainage system operation, maintenance, and cleaning procedures to reduce pollutants in storm water runoff. Identify areas of chronic problems and develop and implement corrective actions for these areas. Personnel training is a component of this program. Proper system maintenance and employee training will help to reduce storm water impacts from such activities as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

SNOW REMOVAL

Review and assess current snow removal and disposal procedures for prevention and reduction in storm water pollution. Centerville City has a policy to keep all roads open and free of snow or ice pack during every storm. The salt application rate is based on the temperature and snowpack conditions on the road surface accordingly. It is the objective of the City to operate snow removal procedures in a manner to reduce the discharge of pollutants to the MEP, without compromising motorist's safety.

STORM DRAIN SYSTEM WASTE DISPOSAL

Review and assess current disposal procedures for waste removed from the storm drain system. Such wastes include dredge spoil, accumulated sediments, floatables, and other debris. Controls for reducing or eliminating the discharge of pollutants from areas such as roads and parking lots, maintenance and storage yards, and waste transfer stations will help to reduce the discharge of pollutants to receiving water bodies.

It is the intention of Davis County to work with communities to create a countywide disposal system for the proper removal and disposal of waste from the storm drains system to reduce the discharge of pollutants to the MEP. This site could also provide disposal for household hazardous materials like paint, pesticides, and oils as stated on page 14, concerning illicit discharges.

ROAD CREW TRAINING

Educate public employees regarding pollutants that may be discharged to storm drain systems and potential impacts. Proper training can reduce pollutants from such activities as tack oil application, excess concrete, concrete truck washout, and spill clean-up. Road crew training will occur at a minimum of once per permit term as part of a City-wide storm water training program. The purpose of the training is to update public employees on storm water issues and to provide a platform for a roundtable discussion on current practices and procedures and how they impact storm water quality.

POLLUTION PREVENTION PRACTICES FOR MAINTENANCE YARDS

Pollution prevention measures at equipment yards and maintenance facilities. Proper controls and procedures at these locations will help to control polluted runoff. The shops and washing bays will drain into an oil and grease separator before flowing into the detention pond. Alternative BMPs will be implemented as appropriate to minimize pollutants entering the storm drain system from these facilities.

FLOOD CONTROL PROJECTS

Assess new and existing flood control projects with respect to water quality concerns and modify capital improvement projects as necessary. In order to accomplish this, the flood control permit checklist will contain a section for water quality review. Incorporate additional BMPs to reduce storm water pollutants as appropriate. Personnel training will be a component of this program.

PESTICIDE, HERBICIDE, AND FERTILIZER PROGRAM

Maintain current inventory, evaluate pesticide, herbicide, and fertilizer usage on Centerville City properties by municipal employees. Current BMPs will be evaluated and implemented as appropriate to reduce the discharge of pollutants related to the application of pesticides, herbicides, and fertilizers applied by municipal employees or contractors to public right-of-ways, parks, and other municipal facilities.

Centerville City will assess and evaluate application procedures, rates, and implement BMPs to reduce the discharge of pollutants related to these activities. Potential alternative PHFs will be evaluated to minimize the discharge of pollutants to storm water from PHF procedures and practices.

SPILL PREVENTION AND RESPONSE PROGRAM

Maintain the current Emergency Response Program. Maintain personnel on call to respond to reports of spills or discharges and the MEP, identify and investigate the source of the discharge and use the regulatory authority to take enforcement actions against violators to correct the illicit discharge activity. Local fire departments are also equipped

to respond to spills, to mitigate spills, and to eliminate the danger to human health. The current program will be evaluated for effectiveness and will be modified as necessary. Personnel training is an important component of this program.

MONITORING, RECORD KEEPING, AND REPORTING

The streams and channels located in David County do not have TMDL approved limits. Davis County Environment Health Department in cooperation with Weber Basin Water Quality Laboratory currently monitors sixteen streams or discharge points on a quarterly schedule. The sampling points are described as follows:

Lower Millcreek	Lower Stone Creek
Lower Farmington Creek	Lower Kays Creek
Lower Kays Creek near Hill Field Drain	North Davis Sewer Plant
North Davis Sewer Discharge Canal	West Gentile Drain
Upper Holmes Creek	Upper Millcreek
Upper Stone Creek	Upper Deuel Creek
Upper Barnard Creek	Upper Farmington Creek
Storet #49901	Storet #49902

The samples are analyzed for Total Dissolved and Suspended Solids, turbidity, Total Organic Carbon, Nitrate-Nitrite, Dissolved Orthophosphate, and Total Phosphorus.

The County has archived the sampling results, which provides a baseline reference for future investigations. As the storm water management plans are implemented the sampling results may be reviewed and water quality trends established.

The Davis County Health staff will conduct periodic visual water quality monitoring and if obvious illicit discharges are noted, further investigation measures will be implemented to locate the source.

The sampling records are kept in the offices of the Davis County Environmental Health Department, located at 99 South Main, Farmington, Utah 84025.

3.7.4 Funding

Funding for the proposed BMPs in Section 3.7.3 will be an expense of the City of Centerville's Drainage Utility Fund.

See **Table 8** for Status of Measurable Goals for Post Construction Site Runoff Control.

Table 8. Status of Measurable Goals for Post Construction Site Runoff Control

Target Date	Activity/Goal/BMP	Responsible Entity	Cost	Funding Source	Status	Implementation Date	Assessment
Year 1	Review existing ordinances.	Drainage Utility Supervisor City Attorney	Unknown		Completed	2007	
Year 1-2	Modify existing ordinances or develop new ordinances regarding pollution prevention on construction sites.	Drainage Utility Supervisor City Attorney City Council	Unknown		Completed	2007	
Year 2	Complete selection of approved BMPs and develop a book to be used by the city and contractors.	Drainage Utility Supervisor	Unknown	Drainage Utility Fund	Completed	2008	
Year 3	Train personnel and contractors/develop an education program	Drainage Utility Supervisor	Unknown	Drainage Utility Fund	Active	2007	
Year 4-5	Enforcement of ordinance	Drainage Utility Supervisor	Unknown		Active	2007	

SECTION 4 – LOW IMPACT DEVELOPMENT

4.1 Low Impact Development (LID) Standards

4.1.1 LID Purpose for the City of Centerville

The purpose of LID is to improve the quality of the City of Centerville's water resources and the water resources' beneficial use. The principal behind the LID regulation is to imitate natural hydraulic and geologic processes as much as reasonably possible. Water resources can be significantly impacted by developments of all types, especially modern urban developments. A significant portion of precipitation infiltrates back into the ground prior to development with much of the excess runoff being filtered by plants, these plants essentially pre-treat the runoff before reaching surface drainage ways. Urban developments and their drainage systems are more polluted and largely bypass the natural processes that were once present, this results in increased flooding and polluted waterways. Low Impact Development (LID) Standards assist in reducing potential flooding and the pollution of drainage systems.

4.1.2 LID Standards to be Implemented

BIORETENTION CELLS

A Bioretention Cell is a storm water Best Management Practice (BMP) designed to capture and treat runoff from impermeable surfaces. Storm water flows over impervious surfaces and is conveyed as sheet flow down a vegetated slope, which slows the incoming runoff velocity and provides initial filtration of particulates from the runoff. The runoff continues to a ponding area where it is filtered by plants, an organic or mulch layer, and native or engineered soils. Many natural and biological processes, such as absorption and decomposition, occur during filtration. These processes remove pollutants and improve water quality. The filtered runoff can then be collected in an underdrain and returned to a storm water system.

In addition to providing stormwater management benefits, such as runoff quantity control and pollutant removal, Bioretention Cells often result in cost savings by decreasing the need for traditional storm water structures, such as inlets and pipes. Bioretention areas can also improve the aesthetics of areas such as parking lots or curbsides.

BIOSWALES

Bioswales is a BMP that are an aesthetically-pleasing alternative to concrete gutters and storm sewers, utilizing vegetated low-lying areas or troughs that use plant materials and specialized soil mixes to treat, absorb, and convey storm water runoff. They convey storm water runoff from a roadway or parking lot into a storm sewer system or other retention areas. Bioswales are able to absorb runoff from small rain events and treat larger amounts of runoff which are then directed to the larger stormwater management system. These can also reduce the overall runoff volume and flow rate which is received by the larger storm water system.

VEGETATED STRIPS

Vegetated strips are vegetated surfaces that are designed to treat sheet flow from adjacent surfaces. They function by slowing runoff velocities and allowing sediment and other pollutants to settle and provide some infiltration into underlying soils.

Vegetated Strips are commonly operated as a pre-treatment BMP located upstream of other BMPs capable of greater pollutant removal rates. As a stand-alone BMP, vegetated strips can only treat the lowest intensity rainfall events.

INFILTRATION BASINS

Infiltration basins are shallow depressions created by excavation or berming that capture storm water and stores the runoff until it can infiltrate into the soils. Infiltration basins provide the majority of treatment by processes related to soil infiltration, which include absorption, precipitation, trapping, straining, and bacterial degradation. The slowed, cleaned water is allowed to infiltrate native soils or directed to nearby storm water drains or receiving waters.

Infiltration basins eliminate or dramatically reduce storm water flow rates and volumes. They improve water quality by settling and filtering out pollutants, they recharge groundwater, and they can provide stormwater storage capacity in a large drainage area. Some of the advantages of this BMP are infiltration basins can be aesthetically pleasing if properly designed and maintained, they reduce the amount of runoff from drainage areas, they are effective at the removal of sediment loads and other pollutants, and they allow for flexibility of design layout to be able to fit most landscapes.

INFILTRATION TRENCHES

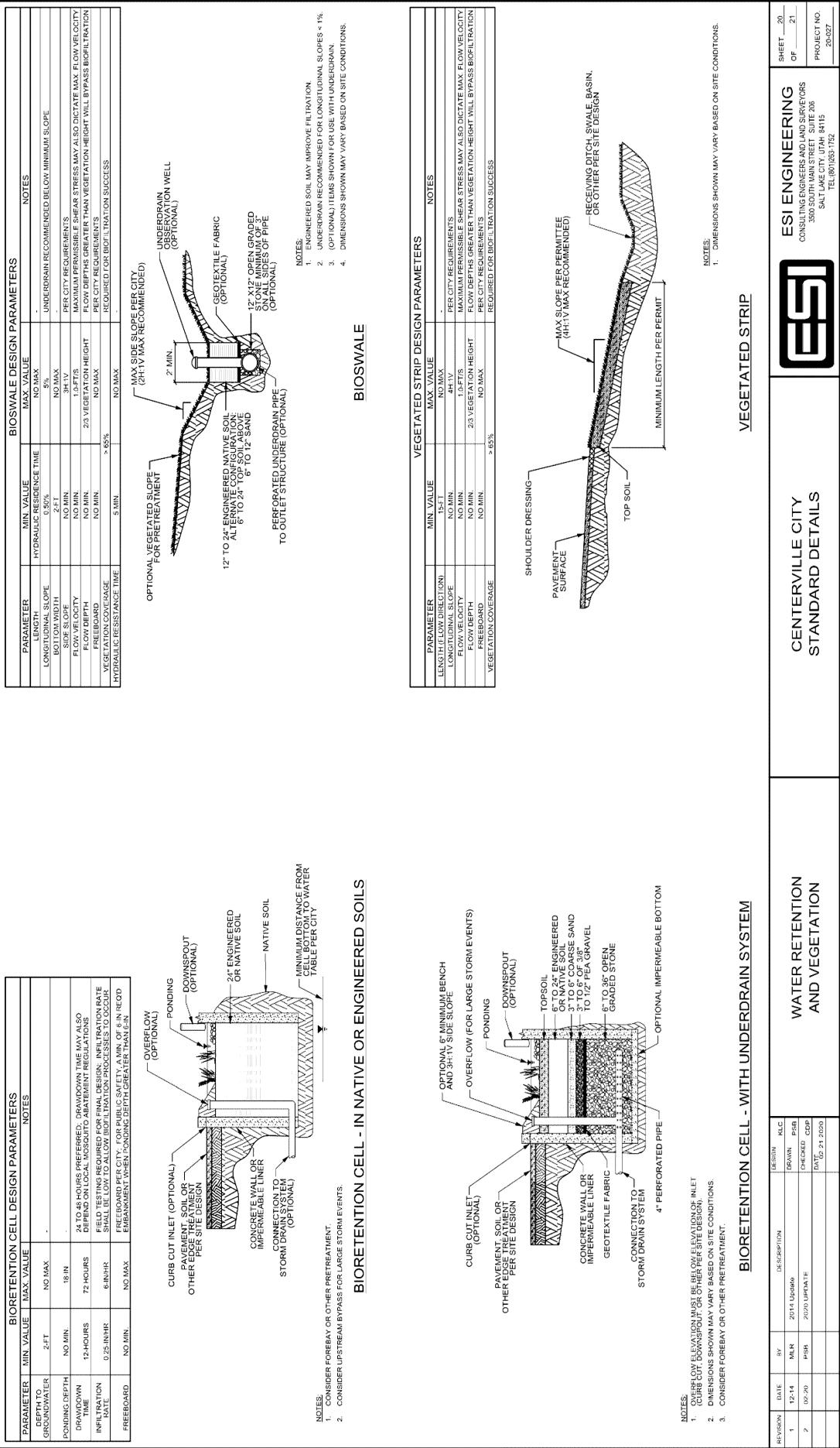
Infiltration trenches are shallow excavations that are lined with filter fabric and filled with stone to create underground reservoirs for storm water runoff. The runoff gradually percolates through the bottom and sides of the trench into the surrounding subsoil over time. Infiltration trenches are typically implemented at the ground surface to intercept overland flows. Runoff can be captured by depressing the trench surface or by placing a berm at the downgradient side of the trench.

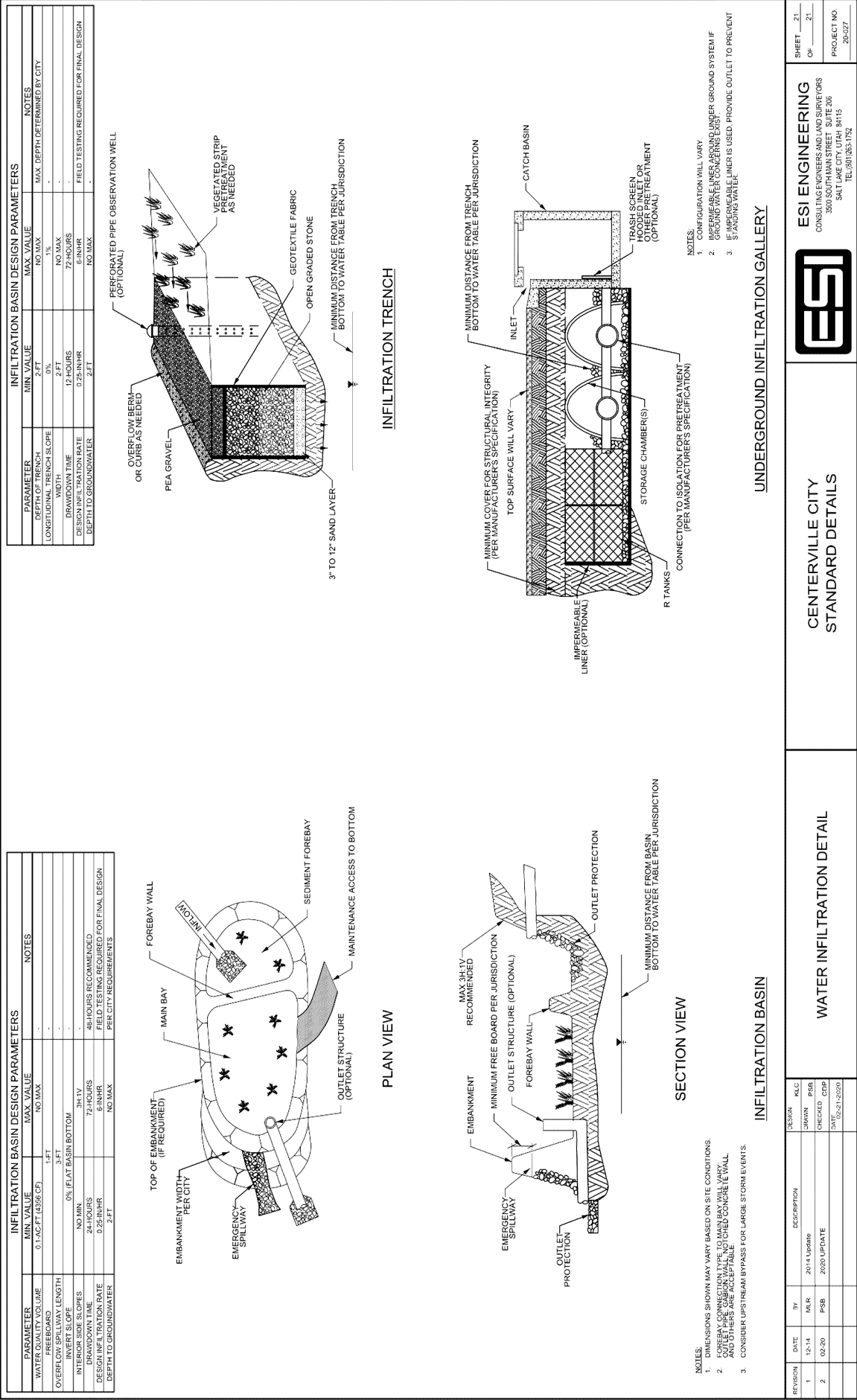
UNDERGROUND INFILTRATION GALLERY

An underground infiltration gallery is a BMP system that temporarily stores storm water runoff below ground as part of a treatment process. The gallery includes an infiltration chamber system that consists of proprietary manufactured modular structures installed underground that create large void spaces for temporary storage of storm water. Structures may be plastic or concrete and typically have an open bottom and are wrapped with stone and filter fabric. They can be installed individually or in series in trench or bed configurations. Storm water is delivered to the system through inlets such as curb-cuts or other concrete structures and pipes connected to other stormwater conveyances such as catchbasins.

See **Figure 1** for Centerville City's Low Impact Development (LID) Standard Detail

Figure 1. Centerville City's Low Impact Development (LID) Standard Details





SECTION 5 – FLOOD CONTROL STORAGE DESIGN

5.1 Detention/Retention Systems

5.1.1 New Developments

New Development projects that disturb land greater than or equal to one acre must manage rainfall runoff on-site. The precipitation from all rainfall events less than or equal to the 80th percentile rainfall event shall be prevented from off-site discharge. This objective must be accomplished by the use of practices that are designed, constructed, and maintained to infiltrate, evapotranspire, and/or harvest and reuse rainwater. The 80th percentile rainfall event is the event whose precipitation total is greater than or equal to 80 percent of all storm events over a given period of record.

Detention/Retention systems shall capture project basin peak flow rates and be designed with the following:

1. New Developments shall retain the 80th percentile storm event. Along the Wasatch front, this is approximately 0.45 to 0.5 inches. This runoff shall not be discharged from the system unless it is determined that it is not technically feasible.
2. Use Low Impact Development (LID) treatment standards.
3. Determine the percolation rate at the floor of each above ground and below ground retention systems using a downhole percolation test or approved equal.

5.1.2 Residential Systems

Residential systems include surface ponds, swales, tanks, offline upsized pipes, and dry wells; and be designed with the following:

1. Public systems shall conform to the City of Centerville Standards.
2. Residential detention/retention systems shall be near and in view of public and private ROW or driveways. This includes not putting a system in back yards or side yards that are behind fences of single-family residential properties.

SECTION 6 - APPENDICES

6.1 List of Acronyms

ACOE	United States Army Corps of Engineers
BMP	Best Management Practices
CRS	Community Rating System
EPA	Environmental Protection Agency
FEMA	Federal Emergency Management Agency
LID	Low Impact Development
MEP	Maximum Extent Practicable
MS4	Municipal Separate Storm Sewer System
NFIP	National Flood Insurance Program
NPDES	National Pollutant Discharge Elimination System
UPDES	Utah Pollutant Discharge Elimination System
SLCO	Salt Lake County
SWMP	Storm Water Management Plan

6.2 Glossary of Terms

BEST MANAGEMENT PRACTICES (BMP): includes schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the State. BMPs also include treatment, requirements, operating procedures, and practices to control facility site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage and good housekeeping solutions that include the proper handling, storage, and disposal of toxic materials to prevent storm water pollution.

CATCH BASINS: Curbside opening that collects rainwater from streets and serves as an entry point to the storm drain system.

FIRST FLUSH: The first big rain after an extended dry period, which flushes out the accumulated pollutants in the storm drain system.

FLOOD CONTROL CHANNEL: The open portions (often concrete-lined) of the storm drain system.

GUTTER: The edge of a street (below the curb) designed to drain water runoff from streets, driveways, and parking lots into catch basins.

HOUSEHOLD HAZARDOUS WASTE: Common everyday products that people use in and around their homes including paint, paint thinner, herbicides, and pesticides that due to their chemical nature, can be hazardous if not properly disposed.

LOW IMPACT DEVELOPMENT (LID): LID refers to engineered systems, either structural or natural, that use or mimic natural processes to promote infiltration, evapotranspiration, and/or reuse of storm water as close to its source as possible to protect water quality and aquatic habitat.

ILLICIT CONNECTION: Any man-made conveyance connecting to the storm drain system that is not permitted and/or allows an illicit discharge directly to a municipal separate storm sewer, or any legitimate connection that is used for illegal discharge.

ILLICIT DISCHARGE: Any discharge to a municipal separate storm sewer system that is not composed entirely of storm water except discharges pursuant to an UPDES permit and discharges related to firefighting activities.

MAXIMUM EXTENT PRACTICABLE (MEP): Technology based discharge standard for Municipal Separate Storm Sewer Systems established by the Clean Water Act 402

MUNICIPAL SEPARATE STORM SEWER SYSTYEMS (MS4): MS4 refers to a collection of structures designed to gather stormwater and discharge it into local streams and rivers.

NON-POINT SOURCE POLLUTION: Pollution that does not come from a single, identifiable source; includes materials that wash from roofs, streets, yards, driveways, sidewalks, and other land areas. Collectively, this is the largest source of storm water pollution.

OUTFALL: A flow of water from one drainage system into a larger system or into a body of water like a bay or lake.

POINT SOURCE POLLUTION: Pollution from a single identifiable source such as a factory or a sewage-treatment plant. Most of this pollution is highly regulated at the state and local levels.

SOURCE CONTROL: Action to prevent pollution from where it originates.

STORM DRAIN SYSTEM: A vast network of underground pipes and open channels designed for flood control.

STORMWATER: Rain runoff, snow melt runoff, and other surface runoff and drainage that enters the storm drain system and empties into lakes, rivers, or streams.

STORMWATER POLLUTION: Water from rain, irrigation, garden hoses or other activities that picks up pollutants (cigarette butts, trash, automotive fluids, used oil, paint, fertilizers and pesticides, lawn and garden clippings and pet waste) from streets, parking lots driveways, and yards and carries them through the storm drain system.

WATERSHED: A watershed is land that collects water and drains it into a river system or lake.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
8/4/2020**

Item No. 5.

Short Title: Personnel Policy Amendments - Cell Phone Reimbursement - CPP 11.030

Initiated By: Brant Hanson, City Manager

Scheduled Time:

SUBJECT

Consider Resolution No. 2020-25 regarding proposed updates to the City Cell Phone Policy as set forth in Section 11.030 of the Personnel Policies

RECOMMENDATION

Approve Resolution No. 2020-25 regarding proposed updates to the City Cell Phone Policy as set forth in Section 11.030 of the Personnel Policies.

BACKGROUND

Staff has been working on amendments to the City Cell Phone Policy to address internal inconsistencies in application of previous policy and to update policy provisions in accordance with recent budgetary approval of City-provided cell phones and plan. Staff has researched and worked on these amendments for the past year, including meeting with local carriers to understand reduced government plan offerings and meeting with department heads to better understand and determine employee use and business need for cell phones. As with all technology, the City and City employees continue to rely more and more on the flexibility and convenience of mobile devices. The proposed amendments to the Cell Phone Policy address the following issues.

- Add definition of "cell phone" to include other similar mobile communication devices
- Centralize eligibility decision-making for City-provided cell phone and cell phone plan and/or reimbursement with the City Manager (previous policy allowed each department head to make this determination)
- Add objective criteria for determining employee eligibility
- Add provision addressing responsibility for notifying new employees of cell phone eligibility
- Add provisions on City-provided cell phones and cell phone plans
- Add provisions for employees eligible to receive reimbursement for business use of personal cell phone
- Add reimbursement only option for part-time employees or other positions that do not require or justify a City-provided cell phone or cell phone plan
- Add provision for employee requested phone or plan upgrades and accessories
- Add provision to allow employee to keep cell phone and/or cell phone number upon non-disciplinary termination of employment with the City as approved by the City Manager
- Add provision requiring employees to report and pay for any overpayment of cell phone plans or reimbursement
- Add allowance for international plan, if deemed business related and necessary for the City
- Add exception clause to address emergencies, pandemics, telecommuting, etc.

ATTACHMENTS:

Description

- ▢ Resolution No. 2020-25 - Cell Phones

RESOLUTION NO. 2020-25

A RESOLUTION AMENDING SECTION 11.030 OF THE CENTERVILLE CITY PERSONNEL POLICIES REGARDING CELL PHONES

WHEREAS, the City Council has previously adopted Personnel Policies providing guidelines and policies for employees; and

WHEREAS, the City Council desires to amend Section 11.030 of the Personnel Policies regarding cell phones and cell phone reimbursements as more particularly set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH:

Section 1. Amendment. Section 11.030 of the Centerville Personnel Policies regarding Cell Phones is hereby amended to read in its entirety as follows:

11.030 Cell Phones

- (a) Purpose. ~~Cell phones and other communication devices may be used or required for employees to conduct City business.~~ The City recognizes that the use of cell phones for business purposes increases work efficiency, improves internal communications, and enhances emergency response capabilities and safety. The purpose of this Section is to establish guidelines for employee eligibility for use of City-provided cell phones and cell phone plans and/or reimbursement for or business use of personal cell phones. For purposes of this policy, the use of the term “cell phone” may include other similar mobile communication devices as determined appropriate by the City Manager. ~~All participating employees are responsible for complying with the requirements of this policy as a condition of participation.~~
- (b) Eligibility. The City Manager shall determine employee positions eligible for City-provided cell phones and cell phone plans and/or reimbursement for business use of personal cell phones based on the criteria set forth herein. In order to be eligible for a City-provided cell phone and cell phone plan and/or reimbursement for business use of personal cell phone, the City Manager must determine that use of a cell phone for the particular position is necessary to perform the essential functions of the position, is prudent or necessary to add value to the operation of City business, and is for a substantial non-compensatory business reason as more particularly described in Subsection (c). In determining which positions are eligible for a City-provided cell phone and cell phone plan and/or reimbursement for business use of a personal cell phone, the City Manager should consult with the applicable department head and review the job description for the position. The City Manager shall maintain a list of positions eligible for City-provided cell phones and cell phone plans and/or reimbursement for business use of a personal cell phone.
- (c) Substantial Non-Compensatory Business Reason. A City-provided cell phone and cell phone plan or reimbursement to employees for ~~City-business use of personal cell phones~~ under the terms and conditions of this policy shall only be provided to employees for a “substantial non-compensatory business reason”. Examples of

substantial non-compensatory business reasons include: (i) the need to contact the employee at all times for work-related emergencies; (ii) the requirement that the employee be available to speak to citizens or City officials when the employee is away from their office or at times outside the employee's normal work schedule; and (iii) the need to conduct business outside of normal business hours. City-provided cell phones ~~or~~ and cell phone plans or reimbursement under this policy may not be provided for compensatory reasons such as attracting a prospective employee, promoting goodwill of an employee, or furnishing additional compensation to an employee.

- (d) Notification of Eligibility. The Administrative Services Director shall be responsible for notifying new employees in eligible positions of the provisions of this policy and eligibility for City-provided cell phones and cell phone plans and/or reimbursement for business use of personal cell phone.
- (e) City-Provided Cell Phones. Employees in eligible positions may be issued a City-provided cell phone. Any City-provided cell phone shall be issued and associated with a City-approved cell phone plan as provided in Subsection (f). City-provided cell phones shall be owned by the City and provided to eligible employees for business use. Eligible employees may use City-provided cell phones for *de minimus* personal use in accordance with applicable policies set forth in Subsection (q). City-provided cell phones shall generally be the free or basic cell phone offered with the applicable City-provided cell phone plan. Some exceptions may be approved in writing by the City Manager for business related and required upgrades or accessories ~~in an amount not to exceed \$100 per year per employee~~. Employees may also request additional upgrades or accessories for their City-provided cell phones in accordance with Subsection (j).
- (f) City-Provided Cell Phone Plan. Employees in eligible positions may be eligible for a City-provided cell phone plan. City-provided cell phone plans shall be in the City's name and paid for by the City. City-provided cell phone plans shall be the basic cell phone plan necessary for the position and offered by a City-approved cell phone operator in an amount not to exceed the current government plan rate \$40 per month for services, ~~exclusive of taxes and fees~~. Some exceptions may be approved in writing by the City Manager for business related and required services. International travel plans may be approved by the City Manager if determined necessary and justified for City business use.
- (g) City Reimbursement for Business Use of Personal Cell Phone. Employees in positions eligible for a City-provided cell phone and cell phone plan may elect to use their own cell phones to conduct City business rather than receiving a separate City-provided cell phone and cell phone plan. Any such reimbursement for business use of a personal cell phone shall be approved in writing by the City Manager with written consent from the employee. Reimbursement for business use of a personal cell phone shall not exceed the current government plan rate less \$5 for personal use ~~\$35-per month for services~~. Reimbursement for the business use of personal owned cell phones shall not exceed an employee's actual costs for such cell phone service. Upon request, employees shall be required to provide the City with proof of actual costs for reimbursed cell phone services. Reimbursement eligibility shall require personal ownership of the cell phone and cell phone plan in the employee's name. Service and

coverage for the cell phone shall be reasonably reliable and adequate. The City reserves the right to cancel or refuse reimbursement and require use of a City-provided cell phone and cell phone plan if the personal cell phone service and/or coverage is not reasonably reliable or adequate for the intended business use. Any business use of personal cell phone shall subject the cell phone to government records and discovery requests.

- ~~(a)~~(h) Reimbursement Only Option. The City Manager may authorize and approve certain positions eligible for reimbursement only option for business use of personal cell phone. Such reimbursement only option may be available for part-time positions or other positions that do not require or justify a City-provided cell phone or cell phone plan. Under the reimbursement only option, the City Manager shall determine the appropriate monthly reimbursement eligibility. Unless otherwise authorized in writing by the City Manager, reimbursement for business use of personal cell phone for part-time employees shall not exceed one-half the current government plan rate per month. Employees eligible for reimbursement only option shall comply with all applicable provisions of this policy regarding employee reimbursement, including, but not limited to provisions of Subsection (g) and Subsection (i).
- (i) Employee Obligations for Reimbursement. Employees eligible for reimbursement under the provisions of this policy Subsection (f) shall provide their cell phone number to Centerville-City personnel and shall use such phone as needed to efficiently and effectively perform their assigned duties. The personal cell phone must be kept in working order and should be available to the employee at reasonable times in the case of emergencies. Employees shall also immediately advise City personnel of any phone number changes. Employees eligible for reimbursement under this policy Subsection (f) must also agree that the employee will assume the risk of cell phone plan cost changes, adjustments, and/or early termination fees, including fees and charges resulting from changes in job duties when an employee may no longer be eligible to receive a cell phone reimbursement.
- (j) Employee Requested Upgrades. If an employee wants to add any additional services, upgraded phone selection, accessories, or cosmetic or technical extras above and beyond the basic City-provided cell phone or cell phone plan, the employee must receive pre-approval from the City Manager for such additions. All costs associated with such additions, replacements, or personal overages shall be the sole responsibility of the employee.
- ~~(b)~~(k) Keeping City-Provided Cell Phone. When appropriate, and when there is no cost to the City, eligible employees may be permitted to keep their City-provided cell phone upon retirement, reduction in force, or non-disciplinary termination of employment with the City. The employee shall be responsible for any employment benefit taxes or transfer fees for keeping their City-provided cell phone. The City shall retain the associated cell phone number for any City-provided cell phones under the provisions of this policy unless otherwise approved by the City Manager.
- ~~(e)~~(l) Budgeting. Department Head Responsibility. Department heads shall request, monitor, and fund approved City-provided cell phone and cell phone plan communication expenses and reimbursements within their respective budgets. All City-provided cell phones and cell phone plans and reimbursements shall be subject to annual budgetary approval by the City Council in accordance with CPP 1.090

~~(Nonappropriations). Department heads are responsible for determining the eligibility of employees for use of City-provided cell phones or for reimbursement for use of personal cell phone for business purposes. Department heads shall ensure the assignment of a City-provided cell phone to an employee or reimbursement to an employee for business use of a personal cell phone under the terms and conditions of this policy is prudent and necessary to add value to the operation of City business.~~

~~(d) Definitions. For purposes of this policy, the following words shall have the meaning set forth herein.~~

- ~~(1) City Business—Any act by an employee required to perform their assigned duties or any act which is within the employee's course and scope of employment.~~
- ~~(2) City Owned Cell Phone Plan—A cell phone rate plan paid for directly by Centerville City.~~
- ~~(3) Cell Phone Reimbursement—Reimbursement to an employee for the City-business use of employee's personal cell phone.~~
- ~~(4) Personal Owned Cell Phone—A cell phone and rate plan paid for directly by the employee.~~
- ~~(5) Personal Use—Use of a cell phone's voice, text, or data abilities that lie outside the scope of the employee's job functions or assigned duties.~~

~~(e)(m) Compliance. City-Provided Cell Phone. Department heads may provide a cell phone and/or plan to an employee for substantial business reasons when determined reasonable and necessary by the department head. Eligible eEmployees issued a City-provided cell phone and/or cell phone plan or reimbursed for business use of personal cell phone shall be required to comply with all terms and conditions of this policy. Under this option, the City shall be responsible for paying for the cell phone and/or plan up to a predetermined amount as established by the department head based on the level of service required to conduct City business. The department head shall determine what service level the employee needs (i.e. voice only, voice and text, data, etc.). If an employee wants to add any additional services, upgraded phone selection, and/or cosmetic or technical extras that have no business purpose, the employee must receive pre-approval from the department head for such additions and all costs associated with such additions or personal overages shall be the sole responsibility of the employee. The City shall retain the associated cell phone number for any City-provided cell phone under the provisions of this Subsection.~~

~~(f) Reimbursement for Business Use of Personal Phone. Employees may be required to use their personal cell phones to conduct City business. Department heads may authorize reimbursement to employees who are required to use their personal cell phones for substantial business reasons when determined reasonable and necessary by the department head. Employees provided reimbursement for City-business use of a personal cell phone shall be required to comply with all terms and conditions of this policy. Under this option, the City may reimburse the identified employee monthly for the business use of their cell phone. The department head shall determine at what~~

service level the employee should be reimbursed (i.e. voice only, voice and text, data, etc.). A reimbursement for the business use of personal owned cell phones shall not exceed an employee's actual costs. Upon request, employees shall be required to provide the City with proof of actual costs.

~~(g)~~(n) Reporting Overpayment. Employees shall be obligated to notify the City of any payroll overpayment for City-provided cell phones or cell phone plans or any reimbursement for business use of personal cell phones. In the event of overpayment, the employee shall be responsible to pay the City back for any and all overpayments or noneligible reimbursements under the provisions of this policy.

~~(h)~~(o) Disclaimer. The provisions of this policy and any City-provided cell phones and/or cell phone plans or reimbursements to employees for City business use of personal cell phones may be amended or terminated at any time for any reason and shall not be deemed a vested right for the employee or an on-going obligation of the City. Employees shall be responsible for any tax implication for personal use of cell phones under the terms and conditions of this policy.

~~(i)~~(p) Periodic Review. City-provided cell phones and cell phone plans and/or reimbursement for City- business use of personal cell phones should be reviewed periodically to ensure the amount of City business and cost of cell phone service is consistent with the need for an employee to have a cell phone or to receive reimbursements under this policy.

~~(q)~~ Cell Phone Use Regulations. The use of City-provided City-owned or personal cell phones for personal use during working hours must be incidental, occasional, and *de minimus*, and shall not interfere with an employee's duties. The use of City-provided City-owned or personal cell phones for email, internet, texting, or network services during working hours shall be subject to and comply with Section 10.010 of the Personnel Policies regarding computer, internet, social media and email use. A City-provided cell phone is prohibited from being used in an illegal, illicit, or offensive manner, including harassment. Employees shall be responsible for the cost of a lost, stolen, or damaged cell phone.

~~(r)~~ Operation of Vehicles. The use of a cell phone shall not impair or impede the employee while operating a City vehicle. During working hours or when conducting City business, employees shall comply with all State law restrictions and regulations regarding use of cell phones or mobile devices while driving.

~~(j)~~(s) Exceptions. The City Manager may authorize certain temporary or permanent exceptions to the provisions of this policy when deemed necessary to respond to a local or state emergency, to address staffing coverage issues, to promote or facilitate telecommuting, or for any other business related need.

~~(k)~~(t) Violations. An employee who violates the terms and conditions of this policy may be subject to disciplinary action, up to and including termination.

Section 2. Severability. If any section, clause, or provision of this Resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.

Section 3. Effective Date. This Resolution and the amendments to the Personnel Policies shall become effective on September 1, 2020.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY,
STATE OF UTAH, ON THIS 4th DAY OF AUGUST, 2020.**

ATTEST:

CENTERVILLE CITY

Leah Romero, City Recorder

Mayor Clark A. Wilkinson

CERTIFICATE OF PASSAGE AND EFFECTIVE DATE

According to the provisions of the U.C.A. § 10-3-719, as amended, resolutions may become effective without publication or posting and may take effect on passage or at a later date as the governing body may determine; provided, resolutions may not become effective more than three months from the date of passage. I, the municipal recorder of Centerville City, hereby certify that foregoing resolution was duly passed by the City Council and became effective upon passage or a later date as the governing body directed as more particularly set forth below.

LEAH ROMERO, City Recorder

DATE: _____

EFFECTIVE DATE: ____ day of _____, 2020.

CENTERVILLE

Staff Backup Report 8/4/2020

Item No. 6.

Short Title: Minutes Review and Acceptance

Initiated By:

Scheduled Time:

SUBJECT

July 1, 2020 Special Meeting Minutes
July 21, 2020 Work Session Minutes
July 21, 2020 CC Minutes

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ☐ July 1, 2020 Special City Council Minutes
- ☐ July 21, 2020 Work Session Minutes
- ☐ July 21, 2020 City Council Minutes

Minutes of the Centerville **City Council Special** meeting held Wednesday, July 1, 2020, at 7:30 p.m. with participants present electronically via Zoom and streamed on YouTube due to the COVID-19 outbreak.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Tamilyn Fillmore
William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Brant Hanson, City Manager
Lisa Romney, City Attorney
Leah Romero, City Recorder

AIR PARADE AGREEMENT

Mayor Wilkinson and Councilmember Ince updated the Council on the planned 4th of July Air Parade. Mayor Wilkinson stated that Bountiful Flight, LLC (dba FLT Academy) had been willing to receive and distribute funds for the planned Air Parade. He reported that the County had offered on June 17th to pay the full \$15,000 for the Air Parade from County tourism funds. A Services and Hold Harmless Agreement between Davis County, Centerville City, and Bountiful Flight, LLC (dba FLT Academy) was subsequently prepared. The Agreement proposed Centerville and Davis County as sponsors of the Air Parade to be organized and operated by Bountiful Flight. Bountiful Flight was to obtain sufficient insurance for the event and to indemnify and hold harmless the County and City.

The Mayor explained that Bountiful Flight was not willing to sign the Agreement as prepared, and the County was not willing to participate without the Agreement, leaving the event without a funding mechanism. Councilmember Ince commented that Bountiful Flight might be willing to move ahead without County involvement, but insurance would still be required, and the \$1,000 collected from each of the cities would not be enough to pay for both the insurance and the skydivers scheduled to participate.

Mayor Wilkinson stated he would continue trying to help the event move forward. Councilmember Fillmore asked how the City handled liability with the annual 4th of July fireworks event. Brant Hanson, City Manager, briefly explained special event coverage. Councilmember Fillmore commented that the Air Parade was organized to take the place of the City's traditional 4th of July celebration, and suggested Centerville City approve additional funds for the Air Parade and facilitate the event funding through the Centerville Community Foundation. Mr. Hanson responded that the Air Parade would involve far more risk than the annual fireworks event, involving several entities over several jurisdictional boundaries. He commented that if Centerville City paid the bulk of the cost and acted as host, Centerville City would take on the bulk of the liability.

Mr. Hanson and Lisa Romney, City Attorney, further explained liability, insurance requirements, and the need to have a formal agreement in place. Mr. Hanson stated that an interlocal agreement was needed between the County and all cities involved clarifying shared

liability and responsibility, jointly contracting with Bountiful Flight to provide the service. Each city would need to pay its portion of the cost. Staff stated that, unfortunately, there was not time for such an agreement to take place.

Councilmember Fillmore suggested rescheduling the Air Parade for the evening of the 24th of July. Councilmember McEwan commended Councilmember Ince and the Mayor for their efforts to organize such a unique event. Mayor Wilkinson said several mayors of other cities had messaged him during the meeting indicating their cities would be willing to contribute \$2,000.

The Council discussed trying to coordinate payment and insurance agreements with each of the cities involved within the timeframe available, with the possibility of increasing the revenue for Bountiful Flight. Mr. Hanson said Staff's recommendation was to not proceed with the event. He said another entity (possibly Bountiful Flight) would need to invoice all cities individually, and would need to pay all bills for the event; all cities would need to be listed on an agreement as insured; and Centerville Staff, Utah Local Governments Trust, URMA, and Olympus would all need an opportunity to review the insurance agreement. Councilmember Ince agreed to follow-up regarding insurance. Councilmember McEwan pointed out that Centerville City would still be liable as the organizer. He suggested approving a greater expenditure of City funds (up to the 2020 fireworks budget) to increase the revenue for Bountiful Flight as an incentive for participation in the Services and Hold Harmless Agreement. The possibility of other cities also increasing the amount they contribute was discussed.

Councilmember McEwan **moved** to authorize the Mayor and City Manager to negotiate pricing up to the current budget for fireworks for FY 2021 as a means of incentivizing Bountiful Flight, LLC to accept the Services and Hold Harmless Agreement as written. Councilmember Ivie seconded the motion, which passed by unanimous vote (5-0).

Councilmember Ivie **moved** to authorize the Mayor to sign the Services and Hold Harmless Agreement between Davis County, Centerville City, and Bountiful Flight, LLC. Councilmember Ince seconded the motion. Ms. Romney pointed out that the Agreement did not list all the other cities involved. She suggested revising the Agreement to state that Bountiful Flight would invoice the different cities. She repeated her recommendation that a formal agreement should be involved. The Council discussed how much money might be necessary to incentivize Bountiful Flight to participate.

Councilmember Ince made a **motion** to modify the Services and Hold Harmless Agreement between Davis County, Centerville City, and Bountiful Flight, LLC (dba FLT Academy) to reflect payment of \$50,000 to Bountiful Flight, LLC to become the organizer of the event without specifying the exact contributions of each city. Councilmember Ivie seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 9:13 p.m., Councilmember Ivie **moved** to adjourn the meeting. Councilmember McEwan seconded the motion, which passed by unanimous vote (5-0).

Leah Romero, City Recorder

Date Approved

Katie Rust, Recording Secretary

Minutes of the Centerville **City Council work session** held Tuesday, July 21, 2020 at 5:30 p.m. with participants present electronically via Zoom and streamed on YouTube due to infectious disease COVID-19.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Tamilyn Fillmore
William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Brant Hanson, City Manager
Lisa Romney, City Attorney
Leah Romero, City Recorder
Jacob Smith, Administrative Services Director
Randy Randall, Public Works Director
Kevin Campbell, City Engineer
Bruce Cox, Parks and Recreation Director
Matt Layton, Baseball Program
Ben Horsley, Baseball Program

CENTERVILLE CITY BASEBALL PROGRAM

Ben Horsley spoke of the evolution of the City Baseball Program, and explained current goals of the program. Mr. Horsley expressed the desire to continue to enhance the program with no impact to City Budget, and said he knew there were dedicated volunteers willing to make the goal happen. He made the following recommendations:

- Create joint committee of operations with City representatives (Bruce, Matt, Cheyenne, and Bryan are voting members of the committee).
- City continue to collect registration fees and provide fields.
- Joint committee handle general operations (team assignments, coaches training, equipment distribution, etc.)
- Volunteer portion of committee continue to provide additional programming opportunities and general program enhancements, but handle the funding for those extra programs (Select, tournaments, etc.). Similar model to Farmington recreation.
- Specific areas of responsibility spelled out in Memorandum of Understanding (MOU) to be reviewed and approved annually by City Council.

Mayor Wilkinson said he liked that the Centerville Baseball Program offered both recreation and comp-level baseball. Mr. Horsley explained that the MOU would make expectations and requirements clear to volunteers coming into the program. Councilmember Fillmore said she felt the proposal would create a healthy hybrid. Councilmember McEwan asked which entity would have legal enforceability with the MOU. Lisa Romney, City Attorney, commented that Staff could work with Baseball Program representatives to find a suitable framework for clarifying responsibilities.

1 Matt Layton stated he did not believe the Baseball Program needed to be structured as a
2 separate entity. He and Mr. Horsley expressed a desire for the program to remain affiliated with
3 the City. The Council and Staff discussed creating a separate entity versus a City committee.
4 Brant Hanson, City Manager, explained that the current Baseball Program did not comply with
5 City employee policies and procedures, which could create audit issues. He suggested that
6 authorities and level of decision making could be addressed in an ordinance to establish a City
7 Baseball Committee. He emphasized that City committees were advisory in nature. Mr. Layton
8 said he was not opposed to creating a separate entity, and said he believed either option could
9 work. Councilmember Fillmore said she would want to allow the volunteers to have as much
10 decision-making ability as possible. Councilmember Mecham said she believed it was important
11 for the program to continue to have City oversight. Mr. Horsley repeated the desire for the
12 program to remain "Centerville Baseball". Councilmember Ince said he would not want City
13 administrative issues to "strangle the goose that laid the golden egg", and said he would want it
14 to be as easy as possible for the group to function. He emphasized the need to provide
15 child/youth sexual abuse prevention training for all volunteers involved with the program.
16

17 Staff were directed to work with Baseball Program representatives to draft an ordinance.
18 Mayor Wilkinson thanked Matt Layton, Ben Horsley, and everyone involved with the Baseball
19 Program.
20

21 **SECONDARY IRRIGATION SYSTEM**

22

23 Randy Randall, Public Works Director, stated that he had received numerous comments
24 and complaints about low pressure in the secondary water system. He explained that the
25 greatest risk to the City culinary water system was the City's secondary water system. If the
26 secondary water system failed, the culinary water system would need to compensate, and the
27 culinary water system did not have sufficient resources. Mr. Randall said he and City Engineer
28 Kevin Campbell discussed concerns with Weber Basin, and were informed that Weber Basin
29 would be willing to invest \$6 million on system upgrades.
30

31 Mr. Randall described specific problem areas for both Weber Basin and Deuel Creek
32 Irrigation systems, and explained possible solutions. Mr. Cox commented that the low-pressure
33 problem would only get worse with planned development on the north end of the City and the
34 south end of Farmington. Mr. Randall stated that secondary water meters would be used in
35 Centerville beginning in 2021.
36

37 Councilmembers Fillmore and McEwan mentioned that eliminating irrigation in park
38 strips would relieve significant pressure on the secondary water system. Mr. Randall agreed
39 there were many ways to reduce use of secondary water. Councilmember Fillmore requested
40 education and discussion of ways to motivate change in the community at a future Council
41 meeting.
42

43 Councilmember Ince asked if secondary water lines could be added to the neighborhood
44 east of Stewart Elementary that did not have secondary water while lines were being replaced
45 throughout the City. Mr. Randall commented that there were other options for irrigation water,
46 and said the City would need to decide the desired course of action when those streets were
47 scheduled for replacement.
48

49 Kevin Campbell pointed out that the City's Water Master Plan did not include work on
50 secondary water systems, and emphasized the need to continue communication with Weber
51 Basin and Deuel Creek Irrigation to maintain their systems. Councilmember Fillmore suggested

Weber Basin may benefit from offering a financial incentive to customers who “rip the strip”. She commented that park strips could aesthetically become unruly, and suggested the City could provide design direction. Mayor Wilkinson suggested a discussion with Weber Basin representatives at a future work session.

ADJOURNMENT

Councilmember Ince **moved** to adjourn the work session at 6:55 p.m. Councilmember Ivie seconded the motion, which passed by unanimous vote (5-0).

Leah Romero, City Recorder

Date Approved

Katie Rust, Recording Secretary

Minutes of the Centerville **City Council** meeting held Tuesday, July 7, 2020, at 7:00 p.m. with participants present electronically via Zoom and streamed on YouTube due to infectious disease COVID-19.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Tamilyn Fillmore
William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Brant Hanson, City Manager
Lisa Romney, City Attorney
Leah Romero, City Recorder
Jacob Smith, Administrative Services Director
Randy Randall, Public Works Director
Kevin Campbell, City Engineer
Cory Snyder, Community Development Director
Mackenzie Wood, Assistant Planner
Cameron Woodbury, Staff

VISITORS

Marcus Arbuckle, Keddington & Christensen
John Hollingshead, Community Foundation Chair
David Bell, Dave's Complete Auto
Roger Gwinn and Mike Miller, The Ferguson Group
Roger Timmerman, Kimberly McKinley, Laurie Harvey,
Aaron Leach, and Josh Chandler with UTOPIA

PRAYER OR THOUGHT Councilmember Ince

PLEDGE OF ALLEGIANCE

OPEN SESSION

No comments.

UPDATE FROM UTOPIA/UIA

Roger Timmerman with UTOPIA updated the Council on UTOPIA/UIA growth, operations and customer options, and answered questions from the Council.

THE FERGUSON GROUP, LLC (TFG) LETTER OF AGREEMENT

Roger Gwinn with TFG spoke of grant opportunities that may be available to the City for foothill and water projects, and stated TFG would appreciate the opportunity to work with Centerville City. Responding to a question from Councilmember Ivie, Mr. Gwinn said sometimes TFG did prepare grant applications for multiple cities competing for the same grant. He stated TFG prepared each grant application to the best of their ability, giving each client the best

possible competitive chance. Mr. Gwinn said they would communicate most with the City Manager, who would then inform the Mayor and Council of grant opportunities to consider. Mr. Hanson said he would focus with TFG on finding grant funds for projects the City already needed or had planned to complete.

Councilmember McEwan **moved** to allow the City Manager to enter into a Letter of Agreement with The Ferguson Group for federal advocacy, consulting, and grant services on behalf of Centerville City with a fixed fee of \$5,000 per month for the period August 1, 2020 to June 30, 2021. Councilmember Fillmore seconded the motion, and stated she believed the City would get an exponential return on the investment. Councilmember McEwan said he believed the arrangement would be money well spent. The motion passed by unanimous vote (5-0).

FINANCE REPORT

Marcus Arbuckle, the City's contract CPA Consultant, presented a financial report as of June 2020, and clarified that numbers would continue to change for a time as end-of-fiscal-year invoices were received. He and Mr. Hanson explained CARES Act funding, and answered questions from the Council. They reported that sales tax revenue in April and May came in higher than the same months in 2019, despite anticipated decreases due to COVID-19. Mr. Hanson said he would report on anticipated Court operations at the next Council meeting. The Council and Staff discussed funding for the Island View Park Renovation project, and the Council requested an update at a future meeting.

CENTERVILLE COMMUNITY FOUNDATION BYLAWS UPDATE

John Hollingshead, Community Foundation Chair, updated the Council on the Community Foundation, and presented recent amendments made to the Centerville Community Foundation bylaws to be in compliance with GASB requirements.

CENTERVILLE CITY STANDARDS AND SPECIFICATIONS – LOW IMPACT DEVELOPMENT (LID) DETAILS

Kevin Campbell, City Engineer, presented an amendment to the City Standards and Specifications to add new exhibits regarding detailed engineering drawings for Low Impact Development (LID) standards. Mr. Campbell and Cameron Woodbury answered questions from the Council.

Councilmember McEwan **moved** to adopt Resolution No. 2020-22 amending the City Standards and Specifications to add new exhibits regarding detailed engineering drawings for LID standards, including water retention and vegetation details, and water infiltration details. Councilmember Ivie seconded the motion, which passed by unanimous vote (5-0).

PUBLIC HEARING – ZONING MAP AMENDMENT – DAVE'S COMPLETE AUTO

Cory Snyder, Community Development Director, explained that the applicant desired to assimilate a portion of the subject property (behind 335 South Frontage Road) and add it to the west commercial property known as Dave's Auto to expand the business use, add parking, and another building/shop. On July 8, 2020, the Planning Commission held a public hearing and voted to recommend approval of the Zone Map Amendment for a northerly portion of Parcel 03-001-0178 from Residential Medium (R-M) to Commercial Very High (C-VH) with two

1 requirements. Mr. Snyder said the dissenting votes on the Planning Commission related to
2 interpretation of language regarding transition between zones.

3
4 Mr. Snyder showed a sketch provided by the applicant to demonstrate buffer
5 landscaping plans and to show that residential development of the remaining property would be
6 possible. Councilmember Fillmore expressed concern regarding the feasibility of developing the
7 narrow remaining residential property.

8
9 Dave Bell, applicant, addressed Council questions regarding the previous rezone of a
10 separate portion of the property. He explained that, in his opinion, the current application to
11 expand his commercial property made more sense than a previously approved expansion
12 proposal. He said he had reached out to residents of the Porter Walton Townhome
13 Development with positive feedback. He stated that, considering the size of the Centerville
14 community, he did not anticipate the need for further commercial expansion in the future.

15
16 Mayor Wilkinson opened a public hearing at 9:49 p.m.

17
18 David Doty, Centerville – Mr. Doty said he had sent comments to the Council via email.
19 He said the General Plan clearly stated there should be no additional heavy commercial in the
20 City east of I-15. He said he believed the property should be developed R-M.

21
22 Mayor Wilkinson closed the public hearing at 9:55 p.m.

23
24 Responding to a question from Councilmember McEwan, Mr. Bell stated he did not
25 anticipate any difficulty filling ten residential units on the remaining property. He explained that
26 the new addition to the commercial property would provide additional parking and turn-around
27 space. He said he thought it made sense to have the landscaping on the outside of the
28 boundary wall to be enjoyed by residents in the area.

29
30 Councilmember Mecham said she had heard from residents to the east of the subject
31 property who did not want to look down from their homes into an automotive shop parking lot.
32 Mr. Bell said the proposed addition would not create more light pollution than was already there.
33 Councilmember McEwan commented that the Council could not approve a rezone based on a
34 potential design sketch.

35
36 Councilmember Fillmore said she appreciated what the applicant was trying to do. She
37 said she felt strongly about being consistent in making as pure of planning decisions as
38 possible, and said that as a planner she tried to avoid residential development situations with
39 high potential for HOA maintenance problems. Councilmember Fillmore suggested that
40 Residential High (R-H) would make more sense for the narrow strip of property as a buffer
41 between existing commercial and residential, and stated that whatever zoning was applied,
42 should be applied to the entire narrow strip.

43
44 Councilmember McEwan expressed concern with creating a finger of C-VH reaching
45 further east, and concern with breaking up the narrow strip of R-M property. Councilmember Ivie
46 said she would be uncomfortable creating an island of residential surrounded on three sides by
47 C-VH, and expressed concern with moving the C-VH further east than designated in the
48 General Plan. She agreed that the proposed landscaping shown would be nice, but said she
49 was not able to make a rezone decision based on the sketch.

1 Councilmember McEwan **moved** to deny the Zoning Map Amendment. Councilmember
2 Mecham seconded the motion. Councilmember Ince said he would prefer additional time
3 following the public hearing to consider the issue. He pointed out that residential in that area
4 was surrounded by commercial, and said he believed the proposal was an improvement on the
5 existing situation. Councilmember Fillmore questioned what the Council would consider a
6 reasonable solution for the property. Councilmember Ince said he would be interested in
7 studying the success of similar existing narrow residential developments with long drives.

8
9 Councilmember McEwan **withdrew the motion**, and **moved** to table the matter to the
10 next Council meeting, and to reopen the public hearing for email comments to be added to the
11 public record during the interim. Councilmember Ince seconded the motion, which passed by
12 unanimous vote (5-0).

13
14 The Council took a break at 10:26 p.m., and returned at 10:33 p.m.

15
16 **PUBLIC HEARING – ZONING CODE AMENDMENTS – CHAPTER 12.69 (MEDICAL**
17 **CANNABIS FACILITIES)**

18
19 On December 11, 2019, the Planning Commission reviewed and held a public hearing
20 on proposed amendments to the Zoning Code regarding Medical Cannabis Facilities intended to
21 comply with recent State law provisions regarding the use and sale of medical cannabis. After
22 the December 11, 2019 public hearing, the Planning Commission recommended a number of
23 changes to the proposed amendments and directed Staff to prepare a revised draft. The
24 Planning Commission reviewed and held a public hearing on the revised ordinance on July 8,
25 2020, and recommended approval of the proposed amendments. Ms. Romney presented the
26 proposed amendments to the Council and answered questions.

27
28 Mayor Wilkinson opened a public hearing at 10:45 p.m., and closed the public hearing at
29 10:47 p.m. seeing that no one indicated a desire to comment. Councilmember McEwan said he
30 appreciated Staff making sure Centerville was compliant with State requirements. The Council
31 and Staff discussed the amendments.

32
33 Councilmember McEwan **moved** to adopt Ordinance No. 2020-03 enacting Chapter
34 12.69 of the Centerville Zoning Code regarding Medical Cannabis Facilities. Councilmember
35 Ince seconded the motion, which passed by unanimous vote (5-0).

36
37 **RDA MEETING**

38
39 At 10:50 p.m., Councilmember Ince made a **motion** to move to a meeting of the
40 Centerville Redevelopment Agency with the intent to return to regular Council meeting.
41 Councilmember Fillmore seconded the motion, which passed by unanimous vote (5-0). In
42 attendance were: Clark Wilkinson, Chair; Directors Fillmore, Ince, Ivie, McEwan, and Mecham;
43 Brant Hanson, RDA Executive Director; Leah Romero, City Recorder; Lisa Romney, City
44 Attorney; Jacob Smith, Administrative Services Director; Kevin Campbell, City Engineer; Cory
45 Snyder, Community Development Director; Mackenzie Wood, Assistant Planner; John
46 Hollingshead, Centerville Community Foundation Chair; and Lolo Tenifa, Tom Stuart
47 Construction.

48
49 The Council returned to regular meeting at 11:15 p.m.

CARES ACT FUNDING

Jacob Smith, Administrative Services Director, explained that Centerville received a little over \$1.5 million in the first tranche of Federal CARES Act funding for pandemic relief. The funds may only be applied to COVID-19-related expenses, cannot be used for expenses accounted for in the City budget before March 27, 2020, and must be used by December 30, 2020. Any funds not used would be returned to the State. Mr. Smith presented the following proposed uses of the funds:

\$1,100,000	Police wages and related payroll taxes
\$187,662	Economic assistance to Davis County Econ Dev, Fire District, South Davis Rec, etc.
\$70,000	At-home workstations
\$20,000	Software licenses, internet reimbursements, other IT “fixes”
\$83,000	Admin Lobby update – protective glass and counter
\$65,000	Touchless bathrooms
\$7,500	Touchless Front Doors
\$21,000	HVAC Ionization Filters
\$10,000	Other personnel wages directly related to COVID19
\$8,000	Already incurred expenses including masks, gloves, hand sanitizer, at-home workstations, etc.
\$1,572,162	TOTAL

Mr. Hanson said the Treasury Department had indicated they had no issues with using CARES Act funds for public safety (Police/Fire). He suggested placing the proposed \$1.1 million for Police wages and related payroll taxes in a reserve account and continuing to pay those wages as originally planned until more definitive confirmation for that use was received. Mr. Hanson commented that the list of proposed uses would change as needed.

Mayor Wilkinson said he believed the CARES Act was incredibly irresponsible of the Federal government, and said he had learned over time that neither Republicans nor Democrats cared anymore about balancing the budget. He emphasized that rules regulating PPP (Paycheck Protection Program) funds continued to change, and suggested that CARES Act rules would also change and continue to change. He said the City should make sure documentation and justification was in place. Councilmember McEwan said it was clear that COVID-19 response was now part of the Police Department’s daily work, and said he believed use of CARES Act funding for Police expenses was justified. Councilmember Ince suggested adding support for CenterPoint Theatre to the list. The Council and Mr. Hanson discussed needs and priorities in City departments.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the July 7, 2020 Work Session and City Council Meeting were reviewed. Councilmember Ince moved to accept both sets of minutes. Councilmember Mecham seconded the motion, which passed by unanimous vote (5-0).

CITY COUNCIL REPORT

Councilmember McEwan updated the Council on the Mosquito Abatement District.

MAYOR'S REPORT

- Mayor Wilkinson reported that community members were recently honored by the Police Department for heroic acts during an emergency.
- The Mayor said Council of Governments (COG) and Fire District Board meetings had been cancelled recently. He asked everyone to wear masks and be careful in public.

CITY MANAGER'S REPORT

- Mr. Hanson reported that Utah Heritage had requested to install an art project celebrating women's right to vote in Smith Park. He said Ms. Romney was drafting a policy to guide requests for installations of art. He expressed support for Utah Heritage as an organization. The Council expressed willingness to hold a special meeting for the issue if needed.
- Mr. Hanson reported that UDOT signed the City's agreement for remote control devices for school zones, approving one remote control device location on Main Street.

ADJOURNMENT

At 11:58 p.m., Councilmember Ivie **moved** to adjourn the meeting. Councilmember Ince seconded the motion, which passed by unanimous vote (5-0).

Leah Romero, City Recorder

Date Approved

Katie Rust, Recording Secretary

CENTERVILLE

Staff Backup Report 8/4/2020

Item No. 7.

Short Title: City Council Report

Initiated By:

Scheduled Time:

SUBJECT

Councilmember Tami Fillmore

RECOMMENDATION

BACKGROUND

City Council may report on meetings/events attended and issues discussed in meetings/events attended by a Councilmember in their official capacity as the City's representative.

ATTACHMENTS:

Description

- ▢ McEwan CC Report Attachment

Monthly Pesticide Application and GIS Report

Aerial Application

	<u>September</u>	<u>August</u>	<u>July</u>	<u>June</u>	<u>May</u>	<u>April</u>	<u>Pre-Season</u>	<u>2020</u>
Total Acres Treated by Plane	0	0	0	27,746	4,665	278	0	32,689
Larvicide (VectoBac GR)				2,146	3,871			6,017
Abate 4E					794	278		1,072
Larvicide (VectoLex)								0
Adulticide (Dibrome)				25,600				25,600
Total Acres Treated by sUAS	0.0	0.0	0.0	88.8	15.5	34.4	0.0	138.7
Larvicide (VectoBac GR)								0.0
Larvicide (VectoPrime)				88.75	15.5	34.4		138.7
Larvicide (MetaLarv)								0.0

Ground Application

Using ATV's, granule bags and hand application we treated the following number of acres:

	<u>September</u>	<u>August</u>	<u>July</u>	<u>June</u>	<u>May</u>	<u>April</u>	<u>Pre-Season</u>	<u>2020</u>
Total Acres Treated by Ground								
Methods	0.00	0.00	0.00	130.90	102.07	28.40	0.00	261.37
Altosid								0.00
CocoBear				8.10	5.30	1.50	0.00	14.90
Natular 30								0.00
VectoBac GR								0.00
VectoBac GS				122.80	96.77	26.90	0.00	246.47

ULV Application

	<u>September</u>	<u>August</u>	<u>July</u>	<u>June</u>	<u>May</u>	<u>April</u>	<u>Pre-Season</u>	<u>2020</u>
Total Acres by Ground ULV				161,494	96,284	20,093		277,871
Number of nights sprayed per month				22	12	4		38

Catch basin Treatment

	<u>September</u>	<u>August</u>	<u>July</u>	<u>June</u>	<u>May</u>	<u>April</u>	<u>Pre-Season</u>	<u>2020</u>
Total Miles Treated	-			1,166	887	NA		2,053
Total WSPs Used	-	0	0	37,517	28,541	NA		66,058
VectoLex WSP	-			21,669	3,563	NA		25,232
Altosid WSP	-				17,729	NA		17,729
Natular T30	-			15,848	7,249	NA		23,097

Fish Ponds

	<u>September</u>	<u>August</u>	<u>July</u>	<u>June</u>	<u>May</u>	<u>April</u>	<u>Pre-Season</u>	<u>2020</u>
Monthly Pond Treatment	-	-		158	674	231		1,063
Total Numbers of Ponds	-	-		920	944	1,062		
Total Number Treated	-	-		912	905	231		
Total Visited But Not Treated	-	-		8	39	53		

Website Form Submission

	<u>September</u>	<u>August</u>	<u>July</u>	<u>June</u>	<u>May</u>	<u>April</u>	<u>Pre-Season</u>	<u>2020</u>
Spray Request				146	73	57	12	288
Fish Request				8	13	9	3	33
Neglected Pool				0	0	0	1	1
Inspection				1	0	0		1
Contact				3	0	1	1	5

61.5% of the total request for service requests in June (158/257) were from the online form.

2020 AERIAL SPRAY

Acres Treated

	APRIL	MAY	JUNE	JULY	AUG	SEPT	TOTAL
2020							
High-Volume		4,665	2,146				
ULV			25,600				
2019							
High-Volume		2,176	2,843	7,610	6,416	3,428	22473
ULV			20,480	61,440	56,320	15,360	153600
2018							
High-Volume		2,153	3,397	6,335	6,175	3,779	21839
ULV		10,240	35,840	46,080	66,560	20,480	179200
2017							
High-Volume	236	2,429	1,976	1,020	4,340	808	10809
ULV			40,960	56,320	61,184	25,600	184064
2016							
High-Volume	364	4,248	2,367	1,321	3,442	3,507	15249
ULV			5,120	61,440	66,560	15,360	148480
2015							
High-Volume	288	569	845	1,271	1,959	655	5587
ULV		20,480	51,200	66,560	66,560	20,480	225280
2014							
High-Volume	201	954	983	1,327	2,122	3,057	8644
ULV		15,360	25,600	66,405	67,956	61,440	236761
2013							
High-Volume	12	523	774	1,761	700	1,169	4939
ULV			35,840	66,560	30,720	46,080	179200
2012							
High-Volume	250.7	702.9	427.43	771.57	2,011	3,025	7188.2
ULV		7,680	15,360	53,777	87,176	55,808	219801
2011							
High-Volume	113	740	519	1,811	3,403	2,345	8931
ULV			19,319	61,709	46,310	15,451	142789
2010							
High-Volume		665	952	1,272	2,125	2,025	7039
ULV			7,694	42,313	23,068	30,762	103837

2020 SPRAY REQUEST

CITY	March	April	May	June	July	Aug.	Sept.	Oct.	TOTAL	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Bountiful				17	2				30	52	12	97	19	71	63	9	19	18	23
Centerville	3	10		24	9				35	70	14	80	32	64	51	43	43	19	18
Clearfield	2	1	3	8					13	53	3	30	4	42	30	2	18	9	11
Clinton	2	3	3	13					18	53	6	51	10	34	15	23	29	11	3
Farmington	1	11	7	5	2				24	60	22	50	21	111	36	45	38	34	29
Fruit Heights			1						1	18	9	9	5	25	11	18	7	4	10
Kaysville	1	3	4	6	1				14	88	32	72	39	122	55	58	45	31	17
Layton		3	7	4	1				14	66	8	36	8	66	39	17	27	23	34
North Salt Lake		1	1	10					12	76	8	80	14	79	37	23	12	0	14
South Weber			1	1					2	5	0	4	2	17	12	4	6	10	59
Sunset				4					4	8	1	7	5	13	3	0	1	0	2
Syracuse	2	8	26	42	7				78	147	32	161	45	159	181	61	93	56	36
West Bountiful	1	3	10	10	4				24	68	20	99	26	72	66	83	48	34	20
West Farmington	1	22	15	11	2				49	74	13	124	40	582	65	59	73	28	10
West Kaysville	2	6	11	31	15				50	154	51	142	65	357	179	64	120	42	43
West Layton		4	1	18	6				26	124	28	185	29	176	24	75	185	27	27
West Point		1	3	9	4				13	45	19	43	17	48	24	27	29	12	9
Woods Cross	1	1	3	10					15	43	6	68	10	79	47	37	38	28	17
Hooper (DA CO)									0	6	0	2	0	2	0	7	6	3	4
Fish (Gambusia)		22	44	3	31	4			97	124	19	146	11	130	124	117	179	98	134
Fish Removal			1	2					3	1	1	1	2	3	2	2	2	0	0
Swimming Pools									0	0	0	0	1	2	1	4	0	1	0
Bees									0	0	3	9	0	6	12	8	0	0	5
Treeholes									0	0	0	0	0	2	0	0	0	0	0
"No-Spray" List				1					1	5	5	5	0	0	0	0	0	1	1
"NS" List Removal									0	7	7								5
TOTAL	9	97	12	160	17	257	57	0	523	86	1343	312	1502	2262	1220	853	1028	528	543

2019	50	2	132	16	183	48	270	76	271	67	351	73	93	37	0	0	1343	312
2018	13	2	80	14	251	67	351	96	272	112	252	60	264	47	19	6	1502	404
2017	553	6	69	8	232	42	222	65	283	57	392	87	514	58	76	4	2341	327
2016	387	10	255	23	182	54	260	113	153	53	190	64	155	34	112	8	1694	359
2015	145	8	51	5	337	33	306	100	177	69	473	90	391	41	382	26	2262	372
2014	8	0	38	5	143	37	143	36	266	60	333	73	289	43			1220	254
2013	62	8	92	12	67	21	129	42	153	51	130	53	220	37			853	220
2012			49	8	123	37	166	50	109	44	193	68	388	33			1028	239
2011			43	1	94	21	169	55	82	34	111	39	29	10			528	158
2010			33	12	56	13	196	50	127	41	90	41	41	13			543	168

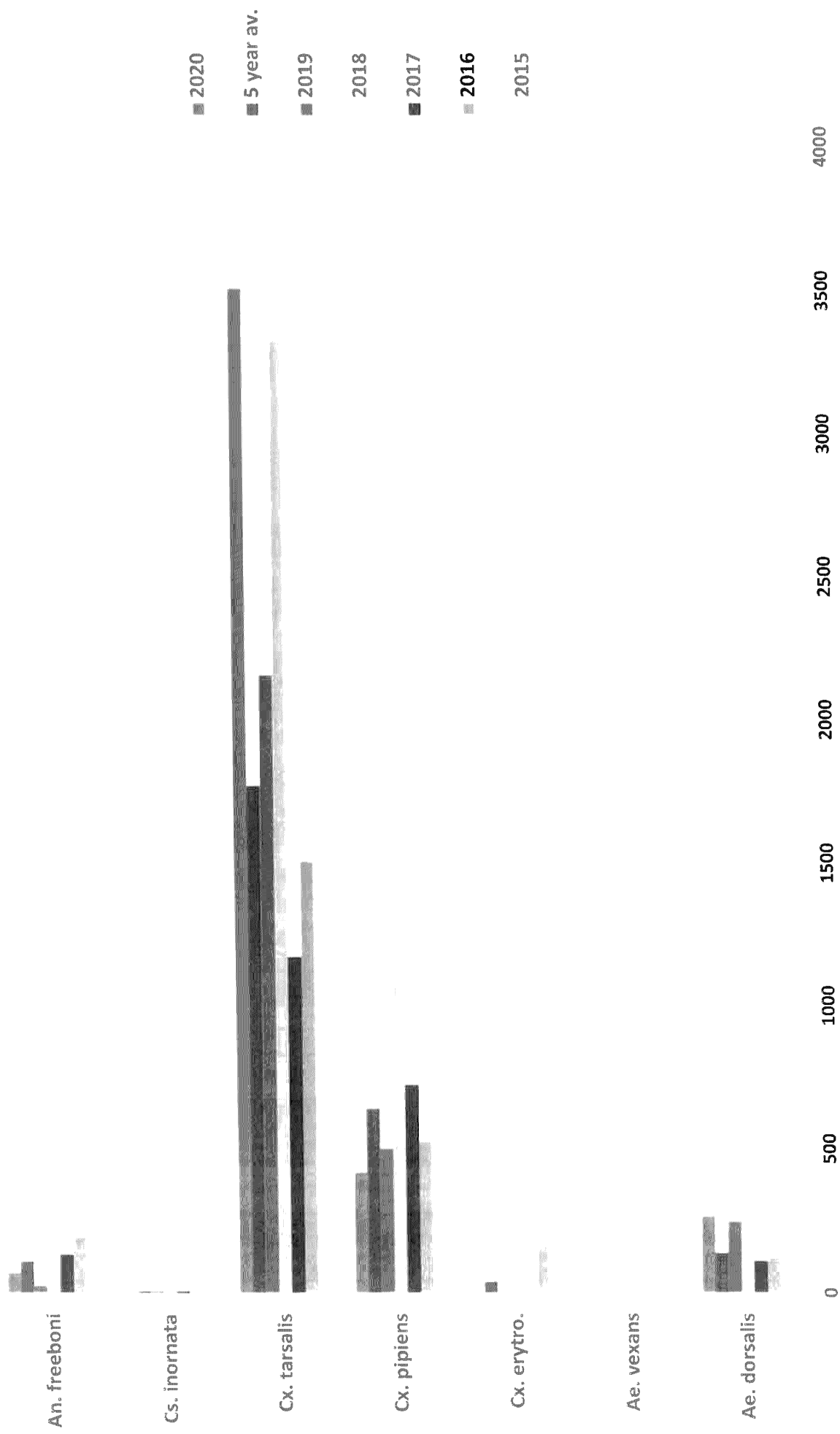
(March 2011: 8 calls- 1 in Syracuse, 3 in West Kaysville, 1 in Layton, 1 in Farmington, and 1 in West Bountiful.)
(March 2012: 32 calls- 1 in Btfl., 3 in Cntn., 2 in Cld., 2 in Farm., 2 in Layt., 1 in NSL, 8 in Syrc., 1 in WB, 3 in WF, 2 in WK, 5 in WL.)
(Febuary 2014: 1 call from Syracuse, October had a total of 68 calls, of which 12 are special requests.)
(10/2014: 7 in Btfl., 1 in Cntn., 1 in Farm., 1 in F.H., 2 in Kays., 1 in Layt., 8 in NSL, 9 in Syrc., 7 in W.B., 13 in W.F., 6 in W.K., 2 in W.Layt., 3 in WP, 4 in WX)
A total of 4 calls in November 2015.

February 2016: West Farmington-3, West Point-1 Farmington-1

	Ae. dorsalis	Ae. nigro	Ae. sierrensi	Ae. vexans	Cx. erythro.	Cx. pipiens	Cx. tarsalis	Cs. inc. in.	Cs. inornat	An. freebo	Other	Ind Totals	Trap Totals	# of days	Av #/night
South Sewer	M	0	0	0	0	0	0	0	0	0	0	0	32877	29	1133.69
	F	4642	0	0	0	2291	25875	0	3	66	0	32877			
Mills Park	M	0	0	0	0	0	0	0	0	0	0	0	2474	32	77.31
	F	18	0	0	0	190	2266	0	0	0	0	2474			
Bard	M	0	0	0	0	0	0	0	0	0	0	0	28940	32	904.38
	F	2128	0	0	15	2905	23352	0	9	531	0	28940			
Centerville Park	M	0	0	0	0	0	0	0	0	0	0	0	1174	32	36.69
	F	4	0	0	0	192	977	0	0	1	0	1174			
Pump Station Park	M	0	0	0	0	0	0	0	0	0	0	0	32214	32	1006.69
	F	899	0	0	3	2839	28295	0	13	165	0	32214			
Central Davis	M	0	0	0	0	0	0	0	0	0	0	0	3173	32	99.16
	F	18	0	0	0	945	2203	0	0	7	0	3173			
Hirschis	M	0	0	0	0	0	0	0	0	0	0	0	5533	32	172.91
	F	401	0	0	2	1187	3920	0	1	22	0	5533			
Shed	M	0	0	0	0	0	0	0	0	0	0	0	616	32	19.25
	F	11	0	0	0	30	573	0	0	2	0	616			
Cox	M	0	0	0	0	0	0	0	0	0	0	0	1587	28	56.68
	F	55	0	0	0	164	1354	0	1	13	0	1587			
Glen Eagle Golf	M	0	0	0	0	0	0	0	0	0	0	0	5759	32	179.97
	F	7	0	0	0	558	5193	0	0	1	0	5759			
Bay View	M	0	0	0	0	0	0	0	0	0	0	0	18316	32	572.38
	F	93	0	0	8	1782	15080	0	4	1349	0	18316			
Johnsons	M	0	0	0	0	0	0	0	0	0	0	0	1353	32	42.28
	F	44	0	0	0	88	1173	0	1	47	0	1353			
South Weber	M	0	0	0	0	0	0	0	0	0	0	0	59	32	1.84
	F	1	0	0	0	4	54	0	0	0	0	59			
Male Total	M	0	0	0	0	0	0	0	0	0	0	0			
Female Total	F	8321	0	0	28	13175	110315	0	32	2204	0	134075			Av/trap/night
Total Total		8321	0	0	28	13175	110315	0	32	2204	0		134075	409	327.81
Av #/Night		264.48	0.00	0.00	0.89	418.77	3506.34	0.00	1.02	70.05	0.00				

2009	10.45	0	0	0	0.56	49.63	69.83	0.11	13.97	52.74	0				
2010	4.98	0	0	0.86	0.19	18.05	31.43	0	19.91	38.8	0				
2011	4.78	0	0	0.07	12.77	16.9	20.95	0	17.19	19	0				
2012	4.99	0	0	2.82	3.15	72.53	123.48	0	22.52	124.93	0				
2013	19.44	0.11	0	0	5.14	68.06	104.35	0	12.41	84.51	0				
2014	10.47	0	0	0.24	4.25	52.2	79.93	0.24	24.6	67.65	0				
2015	40.22	0	0	0	14.08	328.97	686.43	0	6.5	97.73	3.74				
2016	121.25	0	0	1.04	164.51	529.55	1506.92	8.79	7.82	197.89	0				
2017	139.09	0	0	0	2.23	722.73	1170.85	0	6.95	132.71	0				
2018	169.52	0.00	0.00	0.00	5.16	1115.94	3327.29	0.00	7.84	89.81	0.00				
2019	246.73	0.00	0.00	0.00	3.27	497.83	2156.33	0.00	7.03	24.37	0.00				
5 year av.	137.36	0.00	0.00	0.21	37.85	639.00	1769.56	1.76	7.23	108.50	0.75				
2020	264.48	0.00	0.00	0.00	0.89	418.77	3506.34	0.00	1.02	70.05	0.00				

2020



CENTERVILLE

**Staff Backup Report
8/4/2020**

Item No. 8.

Short Title: City Manager's Report

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

This is the City Manager's opportunity to give notice to the City Council of current events impacting the City.