

CENTERVILLE CITY

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

Incorporated in 1915

Mayor

Ronald G. Russell

City Council

Justin Y. Allen

Ken S. Averett

John T. Higginson

Sherri L. Lindstrom

Lawrence Wright

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Russell
City Council
cc: Department Heads
Planning Commission
from: Blaine L. Lutz, Assistant City Manager/Finance Director
subject: Assistant City Manager's Summary of September 3, 2013 Council Meeting
date: August 30, 2013

Even though the City Council has not approved the NovusAgenda management program system, Novus has extended our trial period. This meeting is available on the NovusAgenda public portal at <http://centervillepublic.novusagenda.com/>.

5:30 RDA/ACB Meeting – These two Boards will meet together to discuss several items regarding the CenterPoint Legacy Theater. See the enclosed Staff Backup Report for the details. **Dinner will be served beginning at 5:15 p.m. so we can get started on time at 5:30 p.m.**

7:00 Regular City Council meeting

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

E.2 Public Hearing – Chapel Ridge Cove PUD Amended Plat – This item was tabled from the August 20 meeting. This plat amendment was requested by staff for reasons explained in the staff report. The Planning Commission recommends approval. This matter is not delaying the construction of homes within the subdivision, several of which have already been permitted.

E.3. Woods Park Assignment and Assumption Agreement – The City Council approved a similar Assignment Agreement at their meeting on August 6, 2013, with "Henry Walker Land of Northern Utah, LLC" as the Assignee. Henry Walker Homes thereafter decided to create a different entity for the purchase and development of the Woods Park PDO to be known as "HWD Woods Park, LLC." Thus, this new Assignment Agreement must be entered into with the revised entity. Both Assignment Agreements will be recorded against the property.

E.4. NovusAgenda Program – At their August 20 meeting, the City Council pulled this item from the Summary Action Calendar due to a citizen who spoke in the Open Session. I will report on the outcome of the citizen request and give staff's recommendation.

E.5. Briefing on Community Disaster Exercise – Assistant Police Chief Paul Child will brief the City Council on the September 28, 2013 community disaster exercise and answer any questions from the Council.



- E.6. **Report Regarding Deer Within City Limits** – This is a continuation of a discussion that began in an earlier meeting. Staff have received complaints from a few residents whose landscaping and gardens have been damaged by deer living within the city limits. Chief Worsley has researched this matter further and will report that to the City Council. In their earlier meeting the City Council requested staff bring back an ordinance for their consideration, which would prohibit the feeding of deer within city limits. However, based on his additional research and evaluation, Chief Worsley does not believe such an ordinance would have a meaningful impact and would be difficult to enforce. Therefore, he is not recommending such an ordinance.
- E.7. **FY 2013 Financial Report (unaudited)** – Now that two months have passed since the close of Fiscal Year 2013 (which ended June 30, 2013), staff are able to give the Council a substantially accurate report of the City's revenues and expenditures for the entire fiscal year. That report is enclosed.
- E.8. **Mayor's Report** – Mayor Russell will report on a few matters, including potential legislation for transportation funding and Fire Prevention Week.
- E.9. **City Manager's Report** – The City Council requested a survey of South Davis cities re: timing of water impact fee payments. Jacob Smith, Management Assistant, will report on the results of this survey.
- E.10. **Miscellaneous Business**
a. **Police Vehicle Purchase** – The Police Department is requesting to purchase a Police Vehicle from Willey Ford. This is the first of three vehicles, which is funded in the FY 2014 Budget.
- E.11. **Closed meeting** – At this time I do not know of a need for a closed meeting, but the agenda allows for that possibility.

Potential Agenda Items for September 17 regular City Council Meeting (subject to change):

- Fieldtrip to gun range
- 4th of July Celebration report
- Amendments to Title 8
- Financial report for period ending August 31, 2013
- Report re: business regulations review

mlm

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 P.M. ON TUESDAY, SEPTEMBER 3, 2013 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

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

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

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

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

5:30 RDA/ACB MEETING

7:00 A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PRAYER OR THOUGHT

Councilwoman Lawrence Wright

7:05 D. OPEN SESSION (This item allows for the public to comment on any subject of municipal concern, including agenda items that are not scheduled for a public hearing. Citizens are encouraged to limit their comments to two (2) minutes per person. Citizens may request a time to speak during Open Session by calling the City Recorder's office at 295-3477, or may make such request at the beginning of Open Session.) Please state your name and city of residence.

City Manager Summary Memo

E. BUSINESS

- 7:10 1. Minutes Review and Acceptance**
Review and acceptance of August 20, 2013 Canvass of Primary Election meeting minutes; August 20, 2013 meeting minutes

(OVER)

- 7:10 2. Public Hearing - Chapel Ridge Cove PUD Subdivision - 2250 North 150 East
Consider amended plat for the Chapel Ridge Cove PUD Subdivision, located at approximately 2250 North 150 East, in the R-L(PD) Zone (Alan Prince, Prince Development LLC, Applicant) **(ITEM WAS TABLED FROM AUGUST 20, 2013 CITY COUNCIL MEETING)**
- 7:20 3. Woods Park Assignment and Assumption Agreement
Consider Assignment and Assumption Agreement between the City and various parties for the Woods Park Development Agreement governing property located at 690 West 2400 North (Alan Prince, Prince Development – Applicant)
- 7:25 4. NovusAgenda
Report on NovusAgenda meeting management program and possible recommendation
- 7:25 5. Briefing on Community Disaster Exercise – September 28, 2013
Assistant Police Chief Paul Child will brief the City Council on the community disaster exercise scheduled for September 28, 2013 based on a 6.5 earthquake scenario
- 7:45 6. Report Regarding Deer Within City Limits
Report from Police Chief Neal Worsley regarding deer within the City and related issues
- 7:55 7. FY 2013 Financial Report (unaudited)
- 8:05 8. Mayor's Report
a. Update re: transportation funding legislation
b. Fire Prevention Week sponsored by South Davis Metro Fire Agency
- 8:15 9. City Manager's Report
a. Survey of South Davis cities re: timing of water impact fee payments
- 8:25 10. Miscellaneous Business
a. Approve the purchase of Police Vehicle from Willey Ford in the amount of \$26,382 (including trade in)
- 8:35 11. Closed meeting, if necessary, for reasons allowed by state law , including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to *Utah Code Ann. § 78B-1-137*, as amended
- 8:35 12. Possible action following closed meeting, including appointments to boards and committees

F. ADJOURNMENT

Items of Interest

Marsha L. Morrow, MMC
Centerville City Recorder

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No.

Short Title: 5:30 RDA/ACB

Initiated By:

Scheduled Time: 5:30

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No.

Short Title: Councilman Lawrence Wright

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No.

Short Title: City Manager Summary Memo

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- D Assistant City Manager Summary Memo for September 3, 2013

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 1.

Short Title: Minutes Review and Acceptance

Initiated By:

Scheduled Time: 7:10

SUBJECT

Review and acceptance of August 20, 2013 Canvass of Primary Election meeting minutes; and August 20, 2013 meeting minutes

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ☐ August 20, 2013 Canvass of Primary Election meeting minutes
- ☐ August 20, 2013 meeting minutes

PRELIMINARY DRAFT

Minutes of the special meeting of the Centerville City Council, acting as the Board of Canvassers, held Tuesday, August 20, 2013 at 6:49 p.m. in the Centerville City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor	Ronald G. Russell
Council Members	Ken S. Averett Sherri Lyn Lindstrom Lawrence Wright

STAFF PRESENT

Marsha Morrow, City Recorder
Jacob Smith, Management Assistant
Katie Rust, Recording Secretary

CANVASS OF 2013 PRIMARY ELECTION RESULTS

The Council reviewed the results of the 2013 Centerville Municipal Primary Election. Councilman Wright asked about the votes that were rejected. Marsha Morrow, City Recorder, explained the reasons for rejection. Councilwoman Lindstrom asked how many registered voters are in Centerville. Ms. Morrow responded there are 10,389 registered voters, and citizens are still able to register to vote in the upcoming General Election. A total of 1,859 citizens voted in the Primary Election. The results of the Primary Election were (from highest votes to lowest votes):

Stephanie Ivie (953 votes)
George McEwan (860 votes)
Tami Fillmore (661 votes)
J H Dellastatious (452 votes)
Kevin Daly (352 votes)
Gary Roland Goff (349 votes)

Kevin Daly and Gary Roland Goff, receiving the lowest votes, were eliminated and the remaining four candidates advance to the General Election.

Councilwoman Lindstrom made a **motion** to accept the results of the Centerville Municipal Primary Election held August 13, 2013. The motion was seconded by Councilman Averett and passed by unanimous vote (3-0).

The meeting was adjourned at 6:57 p.m.

PRELIMINARY DRAFT

Centerville City Council, Board of Canvassers
Minutes of Meeting of August 20, 2013

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Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

PRELIMINARY DRAFT

Minutes of the Centerville City Council meeting held Tuesday, August 20, 2013 at 7:02 p.m. in the Centerville City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor	Ronald G. Russell
Council Members	Ken S. Averett Sherri Lyn Lindstrom Lawrence Wright

MEMBERS ABSENT

Justin Y. Allen
John T. Higginson

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Cory Snyder, Community Development Director
Jacob Smith, Management Assistant
Katie Rust, Recording Secretary

STAFF ABSENT

Blaine Lutz, Finance Director/Assistant City Manager

VISITORS

Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

PRAYER OR THOUGHT

Councilwoman Sherri Lyn Lindstrom

OPEN SESSION

Amie Hazzard – Ms. Hazzard referred to the NovusAgenda meeting management program on the agenda for approval by the Council. She stated that she has found other software options that are comparable and significantly cheaper than NovusAgenda. She stated she would be willing to work with staff regarding her suggestions. Steve Thacker, City Manager, responded that staff received information on several programs when researching the options available. Councilman Wright stated it might be worth taking another look. Mr. Thacker said he would defer to Blaine Lutz, who did most of the research but was not present at the Council meeting. Mayor Russell felt there would be no harm in postponing the decision to the next Council meeting to allow Ms. Hazzard to meet with Mr. Lutz. Ms. Hazzard indicated she would contact Mr. Lutz when he returns next week.

MINUTES REVIEW AND APPROVAL

The minutes of the Tuesday, August 6, 2013 Council meeting were reviewed. Councilwoman Lindstrom made a motion to approve the minutes. The motion was seconded by Councilman Averett and passed by unanimous vote (3-0).

SUMMARY ACTION CALENDAR

- a. Approve NovusAgenda Program meeting management program
- b. Chapel Ridge Cove Subdivision – Commence warranty period
- c. Legacy Crossing Lot 6 – Commence warranty period

- 1 d. Award bids for Legacy Crossing Lot 4 Waterline to Kapp Construction in the amount
2 of \$45,150.50 for labor and Mountain States Supply in the amount of \$26,767.50
3 plus tax for materials.
4

5 Mayor Russell stated that item (a) would be removed from the Summary Action
6 Calendar. Councilman Averett made a **motion** to approve Summary Action Calendar items (b),
7 (c), and (d). Councilwoman Lindstrom seconded the motion. Steve Thacker, City Manager,
8 requested the addition of the following condition to item (d): "subject to the receipt of the deposit
9 from the developer". Council members Averett and Lindstrom approved the addition, and the
10 motion passed by unanimous vote (3-0).
11

12 **PUBLIC HEARING – CHAPEL RIDGE COVE PUD SUBDIVISION – 2250 NORTH 150**
13 **EAST**
14

15 Mr. Thacker explained that due to a problem with the public notice, this matter should be
16 rescheduled to the next Council meeting. Councilman Wright made a **motion** to table the public
17 hearing regarding the Chapel Ridge Cove PUD Subdivision until September 3, 2013.
18 Councilwoman Lindstrom seconded the motion, which passed by unanimous vote (3-0).
19

20 **PUBLIC HEARING – KING COMMERCIAL DEVELOPMENT FINAL SUBDIVISION**
21 **PLAT**
22

23 City Manager Thacker stated that the King Commercial Development Final Subdivision
24 Plat has been pulled from the agenda due to a development issue that has not been resolved.
25

26 **PUBLIC HEARING – SUBDIVISION ORDINANCE TEXT AMENDMENT**
27

28 Cory Snyder, Community Development Director, explained that the Planning
29 Commission recently became aware that the Flag Lot Ordinance has a firm limitation of two lots,
30 being strictly tied to the "Small Subdivision Waiver" process. When adopted by the City, the flag
31 lot regulations envisioned allowing a stacking or partnering of two flag lots in addition to the
32 original lot for a total of three lots. However, the actual small subdivision limits the use to only
33 two lots. Thus, there is an inherent conflict that was not addressed during the adoption of the
34 flag lot regulations. The Planning Commission considered recommendations from staff to
35 address the conflicts, and Mr. Snyder explained the Planning Commission's recommendation to
36 the Council.
37

38 At 7:18 p.m. Mayor Russell opened a public hearing regarding the proposed text change
39 to the Flag Lot Ordinance.
40

41 Joani Evans – Ms. Evans owns a historic 1.5 acre lot in Centerville. Her home is set at
42 the back of the property with access through a private lane. The proposed text changes would
43 allow her to develop two lots on the front of her property, which would improve the appearance
44 of the street. She can see that the proposed changes would be beneficial to other property
45 owners as well.
46

47 Paul Cutler – Mr. Cutler encouraged the Council to approve the proposed text
48 amendments, which would enable him to develop some of his property.
49

50 Mayor Russell closed the public hearing at 7:20 p.m.
51

Councilman Wright asked Mr. Snyder how the proposed amendments fit in with discussions the Council has previously had regarding infill issues. Mr. Snyder responded that the proposed changes enhance the intent of the flag lot tool to allow flexibility to property owners. Councilman Wright expressed the opinion that the proposed changes are a good idea. Mayor Russell mentioned discussions that have taken place over the years regarding flag lots, and stated he feels the proposed changes are a good idea. Councilwoman Lindstrom asked Mr. Snyder if the City has something in place to protect a neighborhood against a home being built that does not fit with the rest of the surrounding neighborhood. Mr. Snyder responded that the City does not have restrictions beyond the normal height and setback parameters. He stated the old town area would be the area of greatest conflict. The Landmarks Commission has been discussing the value of making the old town area a local district with specific requirements. Councilman Averett commented that new development could change the character of the proposed historical area. Mr. Snyder responded that the Flag Lot Ordinance has limited use. There is a greater risk in that area of older homes being torn down and new homes built that do not fit the character of the neighborhood. Mayor Russell added that there are a limited number of properties where flag lots would be possible.

Councilwoman Lindstrom made a **motion** to adopt Ordinance No. 2013-12 amending Section 15-1-104 and Section 15-5-102 of the Centerville Municipal Code regarding small subdivisions and flag lots, including the findings of the Planning Commission. Councilman Averett seconded the motion, which passed by unanimous vote (3-0).

1. Definitions;

- ✓ Section 15-1-104 – *Amend* (45) "Small Subdivision" means a subdivision of not more than 2 lots or a subdivision which includes the use of flag lots that meets the small subdivision waiver allowance criteria.

2. Flag Lot Requirements;

- ✓ Section 15-5-102 – *Add section (e)* – Any Flag Lot Subdivision shall be recorded using the City's final plat requirements of Section 15-4-103.

Findings:

1. The Planning Commission finds that the original purpose of the small lot allowance was to efficiently facilitate the division of land, where parcels front existing streets and utilities are readily available.
2. The Planning Commission finds that when the Flag Lot Ordinance was originally developed, it was anticipated that its use would be limited and only utilized when it was not feasible to construct new roads and a parcel is markedly underutilized. Thus, it was partnered with the small subdivision process.
3. The Planning Commission finds that the current flag lot regulations envision the stacking or partnering of two flag lots in addition to the original lot.
4. The Planning Commission finds that the actual small subdivision limits the use to only two lots. Thus, there is an inherent ordinance conflict that was not addressed during the adoption of the flag lot regulations.
5. The Planning Commission finds that the most effective route is to adjust the definition of what constitutes a small subdivision and add provisions of how flag lot subdivisions are to be recorded.

FEE SCHEDULE AMENDMENTS – CULINARY WATER IMPACT FEES

City Manager Thacker explained that the Centerville Fee Schedule needs to be altered to harmonize with action taken at the last Council meeting regarding Culinary Water Impact

1 Fees. The Council and staff discussed at what point it seems appropriate to collect impact fees
2 from developers. Councilman Averett stated he feels collecting the fees upfront would be
3 beneficial to the City. Lisa Romney, City Attorney, recommended the Council adopt the
4 proposed Fee Schedule and direct staff to collect more information regarding timing if desired.
5

6 Councilman Averett made a **motion** to approve Resolution No. 2013-21 amending the
7 Centerville City Fee Schedule regarding Culinary Water Impact Fees, and directed staff to
8 provide (in September) an analysis of other South Davis County cities as to when those cities
9 collect impact fees, and a recommendation regarding when impact fees should be collected.
10 Councilwoman Lindstrom seconded the motion, which passed by unanimous vote (3-0).
11

12 **REPORT REGARDING DEER WITHIN CITY LIMITS**
13

14 The discussion regarding deer within City limits will be postponed to a future meeting.
15

16 **MUNICIPAL CODE AMENDMENTS – CONSTRUCTION CODE UPDATES –**
17 **CONSIDER ORDINANCE NO. 2013-13**
18

19 Lisa Romney, City Attorney, explained that in the 2013 General Session, the Utah
20 Legislature adopted updated versions of certain nationally recognized building codes
21 ("Construction Codes") governing building construction within the State of Utah. Local
22 jurisdictions are required to adopt the updated Construction Codes. The effective date of the
23 updated Construction Codes is July 1, 2013. Ordinance No. 2013-13 amends various sections
24 of Title 10A, Chapter 2 of the Centerville Municipal Code to adopt the required versions of the
25 Construction Codes in accordance with State law.
26

27 Councilwoman Lindstrom made a **motion** to adopt Ordinance No. 2013-13 amending
28 Title 10A, Chapter 2, of the Centerville Municipal Code regarding updated versions of the
29 Construction Codes. Councilman Averett seconded the motion, which passed by unanimous
30 vote (3-0).
31

32 **MAYOR'S REPORT**
33

- 34
- 35 • Mayor Russell reported that the South Davis Recreation Center will be closed in
36 early September for annual maintenance. The Recreation Center now has
37 approximately 21,000 members, and the facility is well used.
 - 38 • The Mayor also reported that Jeff Bassett was recently sworn in as the new Fire
39 Chief for the South Davis Metro Fire Agency. Mayor Russell stated that the
40 Agency's Debt Service Fund currently has more than sufficient to make the annual
41 bond payment. Ambulance and paramedic services are the primary services
42 provided by the Fire Agency. The Mayor explained cost-saving efforts that have
43 been taken by the Board regarding Agency vehicles.

44 **CITY MANAGER'S REPORT**
45

- 46
- 47 • A Council fieldtrip to the Centerville gun range is scheduled for Tuesday, September
48 17th prior to the regular Council meeting, as preparation for discussing a new lease
49 for operation of the gun range. The Council requested the Police Chief be prepared
50 to facilitate firing guns as part of the fieldtrip.
 - 51 • A volunteer recognition dinner will be held on a Monday evening in October. Staff
will notify the Council when the date is selected.

- 1 • The Youth City Council and City Council will meet in a joint work session on October
- 2 1, 2013 prior to the regular Council meeting.
- 3 • The annual employee dinner will be held on Wednesday, December 4th.
- 4 • Steve Thacker, City Manager, updated the Council regarding the UTA Davis-Salt
- 5 Lake City Community Connector Study. Centerville and Farmington are defined as
- 6 areas of influence, but UTA representatives made it clear that the study assumes
- 7 Centerville would be served by enhanced bus service and not a fixed guiderail
- 8 system. UTA has conducted a survey of patrons using the bus service and is in the
- 9 process of thinning out the number of bus stops in Centerville. Councilman Averett
- 10 expressed the concern that the light-rail issue is being used as political fodder for the
- 11 upcoming election. He suggested the City clarify the purpose of the current Study in
- 12 a future utility bill or newsletter. Staff responded that an insert or a sentence
- 13 referring citizens to more information on the City website could be included on the
- 14 next utility bill and October newsletter.

15
16 **MISCELLANEOUS BUSINESS**

- 17
- 18 • The Utah League of Cities and Towns Annual Conference will be held September
- 19 11-13, 2013.
- 20 • Mr. Thacker explained that the current Budget includes \$52,000 for the purchase of a
- 21 1-ton truck and related snow-plowing equipment. The total cost exceeds the funds
- 22 available by approximately \$3,000, most of which will be covered by the savings on
- 23 the 10-wheel truck. Staff recommends the Council approve the purchase of an F550
- 24 Cab and Chassis from Ken Garff Ford, and related equipment from Semi Service Inc.
- 25 Councilwoman Lindstrom made a **motion** to approve the purchase of an F550 Cab
- 26 and Chassis from Ken Garff Ford in the amount of \$31,544.17 and truck bed, plow,
- 27 lights and stainless steel salter from Semi Service Inc. in the amount of \$23,452.58
- 28 (all prices per State contracts). Councilman Averett seconded the motion, which
- 29 passed by unanimous vote (3-0).

30
31 **APPOINTMENTS**

32
33 Mayor Russell recommended the Council appoint Lynn Keddington to the Parks and
34 Recreation Committee. Councilwoman Lindstrom made a **motion** to appoint Lynn Keddington
35 to the Parks and Recreation Committee. Councilman Averett seconded the motion, which
36 passed by unanimous vote (3-0).

37
38 The Mayor reported that Scott Kjar has indicated a willingness to continue serving on the
39 Planning Commission. Councilman Wright made a **motion** to reappoint Scott Kjar for another
40 three-year term on the Planning Commission. The motion was seconded by Councilwoman
41 Lindstrom and passed by unanimous vote (3-0).

42
43 **ADJOURNMENT**

44
45 At 8:13 p.m. Councilwoman Lindstrom made a **motion** to adjourn the meeting.
46 Councilman Wright seconded the motion, which passed by unanimous vote (3-0).

PRELIMINARY DRAFT

Centerville City Council
Minutes of Meeting of August 20, 2013

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Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 2.

Short Title: Public Hearing - Chapel Ridge Cove PUD Amended Plat - 2250 North 150 East

Initiated By: Alan Prince, Prince Development, Applicant

Scheduled Time: 7:10

SUBJECT

Consider amended plat for the Chapel Ridge Cove PUD Subdivision, located at approximately 2250 North 150 East, in the R-L(PD) Zone. Alan Prince, Prince Development LLC, Applicant
(ITEM WAS TABLED FROM AUGUST 20, 2013 CITY COUNCIL MEETING)

RECOMMENDATION

Hold a public hearing and receive comment on the proposed amended plat for the Chapel Ridge Cove PUD. Approve amended plat for the Chapel Ridge Cove PUD based on the recommended findings set forth in the Staff Report and approve waiver of plat amendment application and professional services fees based on City's request for amendments.

BACKGROUND

See attached Transmittal Report from Cory Snyder, Community Development Director, as well as earlier Staff Report to the Planning Commission and Minutes of the August 14, 2013 Planning Commission meeting pertaining to this matter. In addition to the recommended action on the plat amendment, Staff is recommending City Council approval of the waiver of plat amendment application and professional services fees due to the fact the the plat amendments were City requested to address issues that arose after recording of the original plat.

ATTACHMENTS:

Description

- ☐ Cory's Transmittal Report
- ☐ Chapel Ridge Cove PUD Amended Plat
- ☐ PC Staff Report 8-14-2013 re Chapel Ridge Cove PUD Amended Plat
- ☐ Planning Commission Minutes - August 14, 2013 re Chapel Ridge Cove Amended Plat

**CITY COUNCIL TRANSMITTAL REPORT
COMMUNITY DEVELOPMENT DEPARTMENT**

DATE: AUGUST 15, 2013
TO: STEVE THACKER, CITY MANAGER
FROM: CORY SNYDER, COMMUNITY DEVELOPMENT DIRECTOR
PETITIONER: ALAN PRINCE
4255 SUGAR PINE COURT
LEHI, UT 84043
PROPERTY: CHAPEL RIDGE COVE SUBDIVISION
2250 NORTH 150 EAST
ACREAGE: ~2.50 ACRES
ZONING: R-L/PD (RESIDENTIAL-LOW/ PLANNED
DEVELOPMENT)
APPLICATION: SUBDIVISION PLAT AMENDMENT
RECOMMENDATION: APPROVE THE AMENDMENT

BACKGROUND

The petitioner is cooperating with the City in requesting to amend the subdivision plat for the Chapel Ridge Subdivision concerning the following:

- 1) *Adjust the eastern boundary of Lot #1 to have the right-of-way line incorporate the sidewalk system.*
- 2) *Add a note to the plat to describe the grading expectations for building on the lots.*

PLANNING COMMISSION RECOMMENDATION

On August 14, 2013, the Centerville City Planning Commission recommended* approval to the City Council for the proposed plat amendment consisting of the following:

- 1) *Adjust the eastern boundary of Lot #1 to have the right-of-way line incorporate the sidewalk system.*
- 2) *Add a note to the amended plat to describe the grading expectations for building on the lots.*

Suggested Reasons for the Action (Findings):

- a. The Planning Commission finds that the public interest will NOT be materially injured by the proposed plat amendment.

- b. The Planning Commission finds that there is good cause for the plat amendment.
- c. The Planning Commission finds that the northern sidewalk system jogs as it transitions into Farmington City and a portion of the sidewalk is not within the right-of-way of the current subdivision plat.
- d. The Planning Commission finds that the petitioner's contractor adjusted the approved grading plan and such change affects how some of the homes reach native soil for placement of footings and foundations.
- e. The Planning Commission finds that the amendment corrects the above stated situations.
- f. The Planning Commission finds that there are both public and private positive interests to allow these amendments to this subdivision.

Planning Commission Vote (7-0):

Commissioner	Yes	No	Not Present
Merrill (Chair)	X		
Holman	X		
Markham	X		
Kjar	X		
Fillmore	X		
Hirschi	X		
Randall	X		

** Taken from Staff's notes*

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

**STAFF REPORT
AGENDA: ITEM 1**

PETITIONER: ALAN PRINCE
4255 SUGAR PINE COURT
LEHI, UT 84043

PROPERTY: CHAPEL RIDGE COVE SUBDIVISION
2250 NORTH 150 EAST

ACREAGE: ~2.50 ACRES

ZONING: R-L/PD (RESIDENTIAL-LOW/ PLANNED
DEVELOPMENT)

APPLICATION: SUBDIVISION PLAT AMENDMENT

RECOMMENDATION: APPROVE THE AMENDMENT

BACKGROUND

The petitioner is cooperating with the City in requesting to amend the subdivision plat for the Chapel Ridge Subdivision concerning the following:

- 1) *Adjust the eastern boundary of Lot #1 to have the right-of-way line incorporate the sidewalk system.*
- 2) *Add a note to the plat to describe the grading expectations for building on the lots.*

SUBDIVISION PLAT AMENDMENT PROCESS

Within the Utah State Code, 10-9a-609(1), is found the criteria for amending a subdivision plat. There is no other process found in the Centerville City Ordinances in relation to amending a subdivision. The Planning Commission is to make a recommendation to the City Council using the following criteria:

1. *Will the public interest be materially injured by the proposed plat amendment?*
Staff Response: We believe the amendment will not. The northern sidewalk system jogs as it transitions into Farmington City and a portion of the sidewalk is not within the right-of-way of the current subdivision plat. In addition, during the initial grading of the subdivision, the petitioner's contractor adjusted the approved grading plan. This change affects how some of the homes reach native soil for placement of footings and foundations. The amendment corrects these situations.

2. *Is there a good cause for the plat amendment?*

Staff Response: As described above, we believe there are both public and private positive interests to allow these amendments to this subdivision.

PLANNING STAFF RECOMMENDATION

Suggested motion for the proposed amended subdivision plat for Chapel Ridge Subdivision: I hereby make a motion for the Planning Commission to recommend approval to the City Council of the proposed plat amendment consisting of the following:

- 1) *Adjust the eastern boundary of Lot #1 to have the right-of-way line incorporate the sidewalk system.*
- 2) *Add a note to the plat to describe the grading expectations for building on the lots.*

Suggested Reasons for the Action (Findings):

- a. The Planning Commission finds that the public interest will NOT be materially injured by the proposed plat amendment.
- b. The Planning Commission finds that there is good cause for the plat amendment.
- c. The Planning Commission finds that the northern sidewalk system jogs as it transitions into Farmington City and a portion of the sidewalk is not within the right-of-way of the current subdivision plat.
- d. The Planning Commission finds that the petitioner's contractor adjusted the approved grading plan and such change affects how some of the homes reach native soil for placement of footings and foundations.
- e. The Planning Commission finds that the amendment corrects the above stated situations.
- f. The Planning Commission finds that there are both public and private positive interests to allow these amendments to this subdivision.

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DRAFT

PLANNING COMMISSION MINUTES OF MEETING

Wednesday, August 14, 2013

7:00 p.m.

A quorum being present at Centerville City Hall, 250 North Main Street, Centerville, Utah. The meeting of the Centerville City Planning Commission was called to order at 7:00 p.m.

MEMBERS PRESENT

Tamilyn Fillmore

David Hirschi

Kevin Merrill, Chair

Debra Randall

Brian Holman, arrived 7:06 p.m.

Scott Kjar, arrived 7:06 p.m.

Steven Markham, arrived 7:12 p.m.

STAFF PRESENT

Corvin Snyder, Community Development Director

Lisa Romney, City Attorney

Kathy Streadbeck, Recording Secretary

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER

Commissioner Randall

MINUTES REVIEW AND APPROVAL

Minutes of the Planning Commission meeting held July 31, 2013 were reviewed. Commissioner Hirschi made a **motion** to approve the minutes as written. The motion was seconded by Commissioner Randall and passed by unanimous vote (3-0). Chair Merrill abstained as he was not present at this meeting. Commissioners Kjar and Holman arrived shortly after the review and approval of the minutes.

PUBLIC HEARING | CHAPEL RIDGE COVE PUD SUDDIVISION | 2250 N 150 E

Consideration of amending the Chapel Ridge Cove PUD Subdivision Plat, located at approximately 2250 North 150 East, in the R-L (PD) Zone. Alan Prince, Prince Development LLC, Applicant.

DRAFT

Planning Commission Meeting
August 14, 2013

Page 2

1 Cory Snyder, Community Development Director, reviewed the application explaining the
2 minor issues regarding the boundary adjustment and needed plat note. Staff believes the
3 application meets Utah State Code and recommends approval.

4
5 Alan Prince, applicant, said Lot 1 is owned by Millcreek Homes and the plat will be
6 signed by the owner. He explained the proposed amendment was requested by the City and he is
7 cooperating with that request. He explained the unique issues associated with this subdivision as
8 it abuts Farmington City and both Centerville City and Farmington City ordinances have been
9 followed.

10
11 Chair Merrill opened the public hearing. There was no comment; he closed the public
12 hearing.

13
14 Chair Merrill made a **motion** for the Planning Commission to recommend approval to the
15 City Council of the proposed plat amendment consisting of the following:

- 16
17 1) Adjust the eastern boundary of Lot #1 to have the right-of-way line incorporate the
18 sidewalk system.
19 2) Add a note to the amended plat to describe the grading expectations for building on
20 the lots.

21
22 ***Reasons for the Action (findings):***

- 23 a. The Planning Commission finds that the public interest will NOT be materially
24 injured by the proposed plat amendment.
25 b. The Planning Commission finds that there is good cause for the plat amendment.
26 c. The Planning Commission finds that the northern sidewalk system jogs as it
27 transitions into Farmington City and a portion of the sidewalk is not within the right-
28 of-way of the current subdivision plat.
29 d. The Planning Commission finds that the petitioner's contractor adjusted the approved
30 grading plan and such change affects how some of the homes reach native soil for
31 placement of footings and foundations.
32 e. The Planning Commission finds that the amendment corrects the above stated
33 situations.
34 f. The Planning Commission finds that there are both public and private positive
35 interests to allow these amendments to this subdivision.

36
37 The motion was seconded by Commissioner Hirschi and passed by unanimous roll-call
38 vote (7-0).

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 3.

Short Title: Woods Park Assignment and Assumption Agreement

Initiated By: City Attorney

Scheduled Time: 7:20

SUBJECT

Consider Assignment and Assumption Agreement between the City and various parties for the Woods Park Development Agreement governing property located at 690 West 2400 North (Alan Prince, Prince Development - Applicant)

RECOMMENDATION

Approve Assignment and Assumption Agreement between the City and various parties for the Woods Park Development Agreement governing property located at 690 West 2400 North.

BACKGROUND

The City previously entered into a Development Agreement for the Woods Park PDO dated April 4, 2013. The Development Agreement has been recorded against all of the property within the Woods Park PDO development and all property and property owners within the development are subject to the terms and conditions of the Development Agreement. Pursuant to Section 23 of the Development Agreement, the parties are prohibited from assigning any obligations under the Development Agreement or any rights or interests therein without the prior written consent of the City. In addition, any future assignee is required to consent in writing to be bound by the terms and conditions of the Development Agreement. Each buyer or transferee is required to sign an assignment and assumption agreement agreeing to be bound by the terms and conditions of the Development Agreement.

Since the original parties entered the Development Agreement, the underlying property has been purchased and sold to various individual or entities. The Woods and Wrights sold their property located within the development to David Ellis, who acquired all of the property within the subdivision on or around August 15, 2013. Pursuant to Section 44 of the Development Agreement, upon closing and transfer of the property to David Ellis, all rights and obligations of the Woods and Wrights under the Development Agreement were terminated, released and subsumed by David Ellis. David Ellis has now sold all property within the development to HWD Woods Park, LLC. In accordance with Section 23 of the Development Agreement, HWD Woods Park, LLC is required to enter into the Assignment and Assumption Agreement agreeing to be bound by all the terms and conditions of the Development Agreement. The Assignment Agreement will be recorded against the property prior to or concurrent with recording the Woods Park PDO final plat.

Note: The City Council approved a similar Assignment Agreement at their meeting on August 6, 2013, with "Henry Walker Land of Northern Utah, LLC" as the Assignee. Henry Walker Homes thereafter decided to create a different entity for the purchase and development of the Woods Park PDO to be known as "HWD Woods Park, LLC." Thus, this new Assignment Agreement must be entered into with the revised entity. Both Assignment Agreements will be recorded against the

property in the order in which they were enter into.

ATTACHMENTS:

Description

- ☐ Woods Park Assignment Agreement

When recorded, return to:

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

Affects Parcel: 07-070-0118, 07-070-0122, 07-072-0025 and 07-072-0179

**ASSIGNMENT AND ASSUMPTION AGREEMENT
FOR DEVELOPMENT AGREEMENT BETWEEN CENTERVILLE
CITY, VAL D. WOOD TRUST, WILLIAM J. AND SUZANNE B. WRIGHT AND DAVID L.
ELLIS FOR THE WOODS PARK PLANNED DEVELOPMENT (PDO) TO
HWD WOODS PARK, LLC**

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT (this "Assignment Agreement") is made and entered into as of the _____ day of _____, 2013, by and between **DAVID L. ELLIS**, an individual ("Ellis") and **HENRY WALKER LAND OF NORTHERN UTAH, LLC**, a Delaware limited liability company ("HWL of Northern Utah") (collectively referred to as "Assignors"), **HWD WOODS PARK, LLC**, a Utah limited liability company ("Assignee"), and **CENTERVILLE CITY**, a Utah municipal corporation ("City"). The City, Assignee and Assignors may collectively be referred to herein as the "Parties", or individually, as a "Party".

RECITALS:

WHEREAS, the City, Ellis, Val D. Wood, Trustee of the Val D. Wood Revocable Trust and Val D. Wood, as their interests appear ("Wood Trust"), and William J. Wright and Suzanne B. Right, as joint tenants ("Wrights"), previously entered into that certain Development Agreement, dated April 4, 2013, as recorded in the Davis County Recorder's Office as Entry No. 2731793, Book No. 5743, Pages 390-430 ("Development Agreement") regarding the development of a planned residential development on real property located at the southeastern corner of 2250 North (Lund Lane) and 800 West (Frontage Road) in Centerville City, Davis County, State of Utah, as more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference (the "Property"); and

WHEREAS, the City, Ellis, Woods Trust and the Wrights previously entered into that certain Assignment and Assumption Agreement assigning all rights and obligations under the Development Agreement to HWL of Northern Utah, subject to and conditioned upon HWL of Northern Utah obtaining fee title ownership of the Property; and

WHEREAS, HWL of Northern Utah never acquired fee title ownership to the Property and the parties now desire to assign all rights and obligations under the Development Agreement to Assignee, as more particularly provided herein; and

WHEREAS, HWL of Northern Utah is included as a party to this Assignment Agreement as an Assignor only to the extent necessary to effectuate a transfer any rights and obligations under the Development Agreement that HWL of Northern Utah acquired under the previous Assignment Agreement, although no such interest is suspected as having been acquired as more particularly provided herein; and

WHEREAS, Woods Trust and the Wrights are not a party to this Assignment Agreement because, pursuant to Section 44 of the Development Agreement, all of their rights and obligations under the Development Agreement were terminated, released and subsumed by Ellis upon closing and transfer of the Woods Trust property and the Wright property to Ellis; and

WHEREAS, Assignors desire to convey their interest in the Property and all existing rights and obligations to develop the Property in accordance with the terms and conditions of the Development Agreement as more particularly provided herein to Assignee, who is under contract to purchase or has purchased the Property; and

WHEREAS, the Parties desire to enter into this Assignment Agreement in order to effect an assignment by Assignors and acceptance and assumption by Assignee of all of the terms and conditions of the Development Agreement as they pertain to the Property and development of the Property as of the date Assignee acquires fee title ownership to the Property, as more particularly provided herein.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Assignment and Assumption.** Assignors hereby assign to Assignee all of Assignors' right, title and interest in and to the Development Agreement as it pertains to the Property, together with Assignors' rights, powers and privileges thereunder existing from and after the date Assignee acquires fee title ownership to the Property ("Effective Date of Assignment"). Assignee hereby accepts the same and assumes the rights and responsibilities of the Development Agreement as it pertains to the Property and agrees to timely pay and perform each and every obligation to be paid and performed under the Development Agreement as it pertains to the Property from and after the Effective Date of Assignment. Pursuant to Section 23 of the Development Agreement, Assignee agrees to be bound by the terms of the Development Agreement and to be liable for the performance of each of the obligations contained in the Development Agreement as they relate to the Property and any other applicable obligation regarding development of the Property from and after the Effective Date of Assignment.

2. **Acknowledgment of Recording.** Assignors and Assignee hereby acknowledges the recording of the Development Agreement against the Property and authorize the recording of this Assignment Agreement against the Property on or after the date Assignee acquires fee title to the Property.

3. **Successors and Assigns.** This Agreement shall bind the Parties, their personal representatives, successors and assigns. Any assignment of the rights and duties of Assignee as assigned herein shall be subject to and comply with the terms of the Development Agreement, including, but not limited to Section 23 of the Development Agreement.

4. **Attorneys' Fees.** Should any Party commence a legal proceeding to enforce any of the terms or provisions of this Assignment Agreement, the prevailing Party in such proceeding shall recover reasonable attorneys' fees and costs from the defaulting Party, as fixed by the court in such proceeding.

5. **Effective Date.** The provisions of this Assignment Agreement shall become effective immediately upon proper execution by the Parties. The assignment and assumption provided herein shall become effective on the Effective Date of Assignment as defined in Section 1.

6. **Miscellaneous.** Nothing herein shall be deemed to create the relationship of principal and agent, partnership or joint venture between the Parties. This Assignment Agreement shall be interpreted and construed only by the content hereof, and there shall be no presumption or standard of construction in favor of or against any Party. This Assignment Agreement may be amended or modified only in writing. The invalidity or unenforceability of any provision of this Assignment Agreement, as determined by a court, shall in no way affect the validity or enforceability of any of the remaining provisions hereof. This Assignment Agreement shall be construed according to and governed by the laws of the State of Utah.

[Signature page to follow]

IN WITNESS WHEREOF, this Agreement has been executed as of the date first above written.

"Assignors"

DAVID L. ELLIS

By: _____
David L. Ellis

**HENRY WALKER LAND OF NORTHERN UTAH,
LLC**

By: _____
Its: _____

"City"

ATTEST:

CENTERVILLE CITY

Marsha L. Morrow, City Recorder

Mayor Ronald G. Russell

"Assignee"

HWD WOODS PARK, LLC

By: _____
Its: _____

ELLIS ACKNOWLEDGMENT

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

On the ____ day of _____, 2013, personally appeared before me
DAVID L. ELLIS, who being duly sworn, did say that he signed the foregoing instrument
in his individual capacity and he acknowledged to me that he executed the same.

Notary Public

My Commission Expires: _____

Residing at: _____

HENRY WALKER LAND OF NORTHERN UTAH ACKNOWLEDGMENT

STATE OF _____)
 : ss.
COUNTY OF _____)

On the ____ day of _____, 2013, personally appeared before me
_____, who being by me duly sworn did say that (s)he is
the managing member of **HENRY WALKER LAND OF NORTHERN UTAH, LLC**, a
Delaware limited liability company, and that the foregoing instrument was signed on
behalf of said limited liability company by authority of its Articles of Organization and such
signator duly acknowledged to me that said limited liability company executed the same.

Notary Public

My Commission Expires: _____

Residing at: _____

CITY ACKNOWLEDGMENT

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

On the ____ day of _____, 2013, personally appeared before me Ronald G. Russell, who being duly sworn, did say that he is the Mayor of **CENTERVILLE CITY**, a municipal corporation of the State of Utah, and that the foregoing instrument was signed in behalf of the City by authority of its governing body and said Ronald G. Russell acknowledged to me that the City executed the same.

Notary Public

My Commission Expires:

ASSIGNEE ACKNOWLEDGMENT

STATE OF _____)
 : ss.
COUNTY OF _____)

On the ____ day of _____, 2013, personally appeared before me _____, who being by me duly sworn did say that (s)he is the managing member of **HWD WOODS PARK, LLC**, a Utah limited liability company, and that the foregoing instrument was signed on behalf of said limited liability company by authority of its Articles of Organization and such signator duly acknowledged to me that said limited liability company executed the same.

Notary Public

My Commission Expires:

EXHIBIT "A"

Legal Description of Property

Beginning at the intersection of the quarter section line and the east line of a Frontage Road on the east side of the Interstate 15 Freeway, said point being North 89°13'20" East 384.08 feet along the quarter section line from the West Quarter corner of Section 31, Township 3 North, Range 1 East, Salt Lake Meridian, and running;

Thence North 0°11'10" East 396.61 feet along the east line of said Frontage Road to the south line of Lund Lane;

Thence South 89°30'30" East 498.00 feet along the south line of said Lund Lane to a line defined in a Boundary Line Agreement, recorded April 8, 2013, as Entry No. 2731793, in Book 5743, at Page 390;

Thence South 0°11'15" West 418.58 feet along the line defined in said Boundary Line Agreement to a point 33.00 feet south of the quarter section line;

Thence North 89°13'20" East 2.00 feet;

Thence South 0°11'15" West 50.00 feet;

Thence South 89°13'20" West 500.05 feet to the east line of a Frontage Road;

Thence North 0°11'10" East 83.00 feet along the east line of a Frontage Road to the point of beginning.

Contains 236,196 square feet, 5.422 acres.

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 4.

Short Title: NovusAgenda

Initiated By:

Scheduled Time: 7:25

SUBJECT

Report on NovusAgenda meeting management program and possible recommendation

RECOMMENDATION

Approve the Agreement with NovusAgenda in the annual amount of \$4,200.00.

BACKGROUND

The August 20, 2013 Council meeting is the second of two allowed meetings under the NovusAgenda pilot period. The Council needs to decide if we continue implementation of the agenda management system and approve the agreement with NovusAgenda. Staff recommends that we continue with implementation.

Staff recommends that we accept Option 1, NovusAgenda hosting the Novusolutions cloud servers. The cost is \$4,200 annually (\$350 per month). The current budget includes funding for this expenditure. Staff recommends that we evaluate the optional In Meeting Tools before committing to the additional \$50 per month. This can be added at a later date.

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 5.

Short Title: Briefing on Community Disaster Exercise - September 28, 2013

Initiated By: City Council

Scheduled Time: 7:35

SUBJECT

Assistant Police Chief Paul Child will brief the City Council on the community disaster exercise scheduled for September 28, 2013 based on a 6.5 earthquake scenario

RECOMMENDATION

None

BACKGROUND

The City is planning a disaster exercise for September 28. This exercise has been in the planning for several months and will be based on a 6.5 magnitude earthquake scenario. This will involve all departments of the city, Citizen Corps and the Neighborhood Network. There will also be limited participation from South Davis Metro Fire Agency (Command Post setup) and Davis County Sheriff's Office (communication link to their EOC). At the August 20 City Council meeting, the Council Members requested a briefing on the upcoming disaster exercise at their Sept. 3 meeting.

ATTACHMENTS:

Description

- D September 28, 2013 - Concept of Operations
- D September 28, 2013 - Exercise Timeline
- D September 28, 2013 - Disaster Declaration

Centerville City September 28, 2013 Emergency Exercise 6.5 Magnitude Earthquake

Concept of Operations

All functions and operations of this exercise should follow established procedures as outlined by the EOP and NIMS. This will include activating the EOC, declaration of disaster, use of common terminology, and establishing incident command procedures among others.

All participants are encouraged to treat this exercise as if it were real; however, no action should be taken that will actually disrupt normal civilian activities or will cause a response by any entity not already planned for. For example, the incident commander may call police dispatch for a medical evacuation helicopter during the incident, but the dispatch center should only simulate that one has in fact been called for. The incident commander may request that roads be blocked, and this will be recorded and simulated but not actually done. All requests such as this will be documented as part of the exercise.

If during the course of this exercise an actual emergency does occur involving any persons in the exercise, the incident commander will be notified. The incident commander will take command of the actual emergency and suspend the exercise until the actual emergency is handled. In the event of an actual emergency the words "This is an actual emergency, this is not a drill" will be used in communicating the emergency to others. All personnel shall suspend their exercise functions until advised to resume such by the incident commander.

The "Span of Control" principle should be utilized as much as possible. Span of Control means that each person should only have one supervisor/leader, and each supervisor/ leader will only directly supervise 3 to 7 persons.

This exercise will simulate the desired response structure that should be in place sometime within the first 24 hours after the initial earthquake as follows:

Each District is asked to set up an Incident Command Post (ICP). The City will also establish an incident command structure with one incident commander and all city response will fall under the direction of that incident commander. Within the guidelines of NIMS and the ICS structure a Division Supervisor will be generally aligned with the geographical perimeters of the same area covered by the Emergency Response Neighborhood Network (ERNN). The Division Supervisor may be assigned to two or more Districts. The Division Supervisor will coordinate with command and the EOC to assist the District Incident Commanders and visa versa.

One large scale event will be planned for each district. The participating district will have predetermined emergency situations that they will need to address. The Emergency Operation Center (EOC) at the city hall will be activated and a Volunteer Coordination Center (VCC) will be set up in the bowery of Founder's Park. Each of the district's ICPs will have radio communication with the EOC. Division Supervisor will have radio contact with the Branch Director who should also have radio contact with the Operations Section Chief.

The ERNN will support the City ICP by supplying volunteers and gathering situational intelligence to share with the EOC as appropriate. Prior to the exercise each District should pre-stage the situation reports and determine which homes will have Red and Yellow Placards. On the day of the exercise each District will do a rapid damage assessment identifying all situation reports, Red and Yellow Placards.

Division Supervisors will be responsible for all emergency response within their Division. The Division Supervisor should utilize civilian resources to the fullest extent possible. These assets will be attained from available resources within the Districts and the Volunteer Coordination Center. Professional responders will be requested by the Division Supervisor through the operations section chief to the Incident Commander or directly to the Staging Officer. If no professional responders are available in staging the EOC will be contacted. The EOC will act as a resource to obtain resources, including personnel, both professional and volunteer. An individual trained in WebEOC will be located in the EOC and with the Incident Command who will enter all applicable information into the system.

The Volunteer Coordination Center will attempt to process all volunteers, including CERT and MRC members. Citizen Volunteers will report to the VCC where they will check in, be given a wrist band and staged for deployment. The VCC will assemble volunteers into teams they will then dispatch these teams to the requesting Division Supervisor and will notify the EOC that the request has been filled. Each team will have a leader. If there are insufficient qualified volunteers at the VCC to fill the requests the VCC Group Leader will contact the EOC and the Logistic Section Chief at the EOC will attempt to locate volunteers by contacting one of the other Districts or the Davis County EOC.

Once the volunteers arrive at the IC or assigned Division they will check in with the supervisor who will have them perform the appropriate tasks as needed. Once completing the assignment the volunteer should cut off the wristbands and place them in a bucket located at the Division CP. They may then be released to go home, or they may remain and attend a debriefing at the EOC. Some of these volunteers will be trained CERT members or medically trained persons, and the VCC will identify them as such.

If there are enough MRC participants an emergency aid station will be set up at the Community Park on 400 west. Youth Council members may be used to

simulate injured person who will be treated by CERT members and transported to the aid stations by volunteers. During transport these participants will be "out of play" and will ride in a vehicle normally with a seatbelt on.

Radios will be the primary medium for communication during this event with some communication accomplished by runners. Amateur Radio Emergency Services (ARES) will support the ICP, VCC, and City EOC with communication. They will also be our link to Davis County's EOC and the LDS Church's Emergency Response Communication (ERC) Network. The city will use its own VHF radio system to communicate with the Districts and the 800 MHz and/or the VHF system will be used to communicate with the ICP and Division Supervisors. Some volunteers will be asked to use their own phones to call into the Centerville Police Dispatch Center to report various aspects of the unfolding disaster; information will then be relayed to the Branch Director who will prioritize the situation and assign it out to Division supervisors.

The EOC will facilitate obtaining resources for the IC and determine policy matters and provide critical information to the IC. As part of the EOC's function, a Public Information Officer (PIO) will conduct a news conference and media outlets will be invited to report on our exercise. In a true emergency, a Joint Information Center (JIC) would also be activated; however, we will not be doing so for this exercise.

Prior to the exercise requests will be made to area law enforcement agencies and South Davis Metro Fire to provide assistance during this simulated earthquake event. Participating officers and fire/EMS personnel will be staged at the City Hall and will respond as requested by the Operations Section Chief. It is anticipated to utilize personnel who are already working a regular shift and therefore may be called away at any time for actual events. Once a resource shows up for the exercise they will check in with the staging officer and will be recorded in a participation log, if that resource leaves we will continue to simulate as if they were still engaged in the exercise. The Branch Director will request Fire/Police/EMS resources from the staging officer, once there are no more available resources in the staging area the EOC will be contacted to request additional resources. The EOC should contact Davis County EOC to fill the requests.

The City Watch notification system will be utilized in this exercise. One notice will be used to advise all residents of the city of the exercise and will direct them to 1700 am radio for detailed information (assuming that the system will be operational by then). The information on 1700 AM radio and another message on City Watch will contain a request for any CERT trained persons to report to the VCC on the morning of the exercise. These individuals will then have their information recorded at the VCC for future reference, they will then respond to the appropriate incident where they may be able to participate in the search and rescue component going on there. City Watch will also be used to help kick off

the exercise by sending a message to key persons, such as the district leaders and city administration the morning of the 25th.

A status board will be maintained at the EOC through the use of WebEOC and reports will be displayed on a wall for all in the EOC to see. A television will be tuned to a media outlet to monitor the media. A radio should be set to 1700 AM to listen to emergency message, and the NOAA Weather Radio broadcast should also be monitored. If possible one TV should be set to view one of the city cameras, such as the Parrish Canyon Well Site.

This exercise will test many components of our Emergency Operations Plan (EOP) and help us improve our readiness to respond to an actual event. We will activate components of applicable Emergency Support Functions (ESF) and the Neighborhood Network appendix. The exercise will begin around 0700 and conclude at about 1200 after a debriefing has been conducted at the EOC. An after-action report will be compiled and distributed.

DRAFT

Appendix C

Time Line of Exercise

07:00 – Set up EOC @ City Hall office
07:30 – Notify Davis Dispatch of the Drill
07:30 – EOC personnel show up
07:45 - Set up Volunteer Coordination Center

07:45 – Radio communication check with supervisor at Island View (Ham Radio operator)
ICP conducts Radio communication check with EOC/ via Police radio Zone 1 Chan 4
VCC Radio communication check with EOC (Ham Radio)
EOC Radio communication check with Districts (EOC Link)

07:45 - Exercise begins

08:00 – Call of Injuries @ Island View Park
08:00 – CERT members start to arrive at VCC
08:05 – Multiple calls to office of rock fall & misc. scenarios, power lines down, & Homes destroyed.
08:05 – ICP is notified of calls coming in @ Island View Park
08:07 – CPD officer arrives @ Island View Park
08:10 – IC calls for CERT Teams to respond to Island View Park
EOC contacts VCC
Neighborhood Net activates Rapid Damage Assessment
08:25 – Volunteers start to show up at VCC (optional)
8:30 – 9:30 – ICP begins to receive volunteers and cut off wrist bands (optional)
8:30 – MRC volunteers begin to arrive @ Community Park
8:30 – CERT members begin to show up at ICP
08:45 – Mayor declares a disaster
8:45 – 9:45 – CERT team assessment and treating victims / training
9:00 - MRC orientation begins
9:00 – Press Conference
9:00 – Direct Media to Volunteer Coordination Center 1st
Can go to EOC
9:40 – Take down of VCC
10:00 – EOC notifies all participants end of drill
10:00 – MRC Paperwork completed / Credentialing
10:00 – CERT training concluded
10:00 – End of ICP operations
10:15 – Debrief at EOC
10:30 – MRC End

DRAFT EXAMPLE
LOCAL "STATE OF EMERGENCY" DECLARATION

WHEREAS, beginning on or about June 6, 1996, severe thunderstorms and hurricane force winds have occurred in Liberty County, Columbia; and

WHEREAS, these severe thunderstorms and high winds have caused numerous deaths, dozens of injuries, major property damage, downed power lines, disrupted communications and utilities, widespread debris and wreckage, oil and hazardous materials releases into streams, rivers, and culinary water sources; and

WHEREAS, all electrical power distribution and critical public utilities has been disrupted to an extensive area; and

WHEREAS, agencies providing services to the elderly, disabled and other emergency services have limited service capability due to the above described conditions; and

WHEREAS, search and rescue and emergency sheltering operations are continuing throughout the county and are severely straining law enforcement and other emergency services; and

WHEREAS, these conditions have the potential to worsen and immediate attention is necessary to alleviate the threat to the safety, health and welfare of the citizens of Liberty County; and

WHEREAS, these conditions do create a "State of Emergency" according to local and state statutes;

NOW THEREFORE, It is found, determined and declared that a "State of Emergency" exists due to the aforesaid severe thunderstorms and high winds in Liberty County and such area is declared to be a disaster requiring aid, assistance and relief available pursuant to the provisions of local and state statutes, and the Emergency Operations Plan is hereby activated.

DATED this 6th day of June, 1996.

Chief Executive Officer

ATTEST:

Clerk or Recorder

Appendix I.

Disaster Declaration Template

Components State of Emergency Declaration

Municipality Letterhead

NATURE OR CAUSE

Of the condition(s) or the threat(s) — (loss of utilities, water, lifelines, natural hazards consequences, chemical events)

CONDITIONS

People affected; lifelines compromised (hospitals, roads, access for emergency services, mass care needs, transportation.)

General numbers or percents of persons or environment affected.

SCOPE

Over all effect on municipality and quality of life, health, environment and economic issues.

ACTIONS

Activated emergency operations plan; public safety measures taken; EOC (or equivalent words) in operation; activated other agencies (Search/Rescue, ARES, mutual aid compacts etc).

NEEDS/ SHORTFALLS/ FORECAST

Needs for- response disciplines, people, equipment, services; experts - personnel; immediate emergency needs; flood fighting; assessment of damages; care of citizens and personnel etc.

Need is -immediate; not expected to change in near future; conditions continue to decline; relief as local and state statutes allow.

Signature/date
Official

Signature
Clerk

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 6

Short Title: Report Regarding Deer Within City Limits

Initiated By:

Scheduled Time: 7:45

SUBJECT

Report from Police Chief Neal Worsley regarding deer within the city and related issues

RECOMMENDATION

Hear report from Police Chief Neal Worsley regarding deer within the city, related issues, and how other cities are dealing with similar conditions. City Council should provide direction, if any, to staff regarding further research or potential solutions. Staff is not recommending further action at this time.

BACKGROUND

In an earlier City Council meeting, Chief Worsley participated in a discussion with Council Members about this matter, which was initiated by the complaints of a few residents about the damage being done to their landscaping and gardens by deer residing within the city limits. Prior to that meeting, the Police Chief and City Manager had met with Utah Division of Wildlife Resources personnel to learn if and how DWR has assisted other cities. The DWR has been working with two "pilot communities", Bountiful and Highland. Apparently Bountiful has not yet chosen to move forward with any definitive deer control program. Highland City, however, has adopted an ordinance and deer control program.

The City Council requested staff bring back a draft ordinance for their consideration, prohibiting the feeding of deer within the city. However, upon further research, Chief Worsley is of the opinion that such an ordinance would not have a meaningful impact and would be problematic to enforce. He has also discussed with Highland City staff their urban deer control program. The City Manager has asked him to report to the City Council on his contacts with other cities.

Chief Worsley obtained the attached documents from Highland City, which is the only Utah city he has been able to identify as having taken any definitive action to reduce the deer population within their city limits. For reasons he will explain at the Council Meeting, Chief Worsley does not believe Highland's program is suitable for Centerville's situation. One of the attachments is from the Utah DWR, establishing guidelines for those cities participating in DWR's pilot program. Chief Worsley referred to some of these guidelines in his earlier discussion with the City Council.

ATTACHMENTS:

Description

- ☐ Email to Neal re Feeding Deer
- ☐ Highland City Urban Deer Control Plan
- ☐ UWC - Urban Bowhunting Specialist Program
- ☐ Urban Deer Control Rule Outline

Neal Worsley

From: Jody Bates <Jody@highlandcity.org>
Sent: Wednesday, June 19, 2013 10:45 AM
To: Neal Worsley
Subject: Urban Deer Program
Attachments: O-2013-09.No Feeding Wild Animals.docx; Deer Program Draft .pdf; Deer Program Example.pdf; URBAN DEER CONTROL.docx

Chief Worsley,

I have attached the ordinance that was approved by our Council last night (which was required by DWR for the program) and other documents that I have access to. Unfortunately most of them are scanned copies and not in word form, but hopefully it will give you an idea of what we are doing down here.

If there is anything else I can help you with, please feel free to contact me.

Jody Bates

Executive Secretary/City Recorder

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For your convenience our office is open extended hours

7:30 am to 6:00 pm Monday ~ Thursday

HIGHLAND CITY URBAN DEER CONTROL PLAN

Introduction

Human encroachment into natural environments traditionally reserved for wildlife continues to create human-wildlife problems with little end in sight. Urban sprawl, housing developments and new roads and highways destroy more and more acres of animal habitat each year. Wild area losses are alarming. Utah is not immune from this problem.

The adaptability of mule deer to human encroachment is surprising to many residents of new subdivisions. Deer not only accept their new human neighbors but have flourished in an environment never before believed possible. Deer feeding in backyards, flower gardens, parks, and playgrounds and along suburban byways are now a fairly common occurrence. Any little thicket or woodlot can hold mule deer year-round.

Many new suburbanites don't know how to address the backyard deer situation. They see deer, at first, as beautiful animals indicative of the wild and natural state of the region in which we live. They are correct in this assessment. But, as the number of deer increases the problems they cause increase, as well. Deer often consume expensive ornamental plants, vegetable gardens, flowers and shrubs. Small trees are killed by antler rubs made by bucks. Deer/vehicle accidents cause thousands of dollars of damage and raise the potential for serious injury to drivers and passengers. It doesn't take long for suburbanites to identify deer as "a problem."

Left to breed and populate an urban area, mule deer can quickly become a problem as many municipalities in America have found out the hard way. Since the discharge of firearms and other projectile-firing devices has been banned within most suburban communities for safety reasons, deer populations will grow, unchecked. One breeding pair of deer could lead to 40 deer in seven years!

Many forward-looking city councils have come to accept the use of trained veteran bowhunters to maintain deer herds. Bowhunting has an impeccable record of safety, is an efficient and proven method of killing big game and is quiet and unobtrusive – the perfect solution to urban deer problems.

Highland City has asked a group of certified bowhunters to remove certain problem deer from within the Highland City limits. The goal of this program is to safely, quietly and efficiently remove these deer.

ALL HUNTERS MUST COMPLY WITH DIVISION RULE FOR URBAN DEER CONTROL AND HIGHLAND CITY COR.

Purpose of Plan

Human encroachment into traditional wildlife habitat by urban sprawl and housing subdivisions has created problems mule deer within Highland City. Couple that with the ability of deer to adapt to their new neighbors and to multiply unchecked and really big problems like health concerns, property damage, ecological damage, and deer/vehicle accidents occur. Highland City has determined that new management controls are needed.

History has shown that the bowhunting option for removal of urban deer is more effective than trapping and relocating deer, birth control of deer, special fencing, deer repellents, firearms hunting and using sharpshooters. These other methods have been found to be impractical, prohibitively expensive, unpopular and limited in application. Properly implemented bowhunting is the key to success.

Bowhunting is a safe and efficient method of managing the growing numbers of urban deer. The long-term survival of this program, however, depends upon each urban bowhunting specialist acting responsibly. Each hunter must play by the rules and always maintain the highest level of conduct while hunting. He/she must show respect for private landowners and their property. Hunters must maintain impeccable landowner relations if the program is to work.

GOALS CERTIFICATION OF Urban Bowhunting Specialists

Because this is a pilot program, participation in the program will be limited. Highland City has asked Brian Cook from Humphries Archery in American Fork, Utah, to serve as the Program Coordinator. As Program Coordinator, Mr. Cook will select a small group of experienced bowhunters to participate in the program. Prior to being certified as an "urban bowhunting specialist," each hunter selected by Mr. Cook must demonstrate that they understand the applicable rules and pass a shooting proficiency test. Once that is completed, the Program Coordinator will certify the hunter as an urban bowhunting specialist.

Coupon Issue Process *Hunter Identification Process* *Locations and Time Periods* Rules for Urban Bowhunting

Each urban bowhunting specialist that is selected and qualified to participate in this program must:

1. Always put your best foot forward in appearance and conduct, and always be considerate of others.
2. Never drink alcohol or use drugs before or while hunting.
3. Only hunt in areas pre-approved by the Program Coordinator *and Highland City.*
4. Make sure no other bowhunter is already scheduled to hunt the area you are planning to hunt.
5. Respect landowners and their land. *RECEIVE WRITTEN APPROVAL TO HUNT ON PRIVATE LAND* Assume they are concerned about the deer, your bow and arrows being safe, parking problems, neighborhood relations.
6. Know state, county and city hunting regulations and abide by them. Be familiar with the requirements and obligations of the Highland Urban Deer Control Plan.
7. Before hunting, know where you can take a safe shot and where you may not.
8. Be certified as an urban bowhunting specialist and have a valid urban deer license issued by Highland City.
9. Only hunt out of an elevated stand. Always wear a certified safety harness. Only high downward angling shots are allowed for maximum effectiveness and safety, and guaranteed arrow recovery.
10. Install your stand to provide shots that will be 40 yards distance or less.
11. In order to achieve close shots, baiting is permitted.

12. Take only responsible shots at deer that are relaxed and not on alert. Don't shoot unless you're certain that your arrow will strike the vitals and produce a quick and ethical kill.
 13. Razor sharp broad heads are mandatory.
 14. Only hunt with arrows that have a unique fletching and crest pattern that have been pre-approved by the Program Coordinator.
 15. Retrieve all arrows and arrow parts shot at deer.
 16. Once the deer is struck, do not trail it until you're sure it's down for good. It is your responsibility to ensure that no animal will travel very far after being hit.
 17. Do not trespass on neighboring land to retrieve a deer without permission. Contact the Program Coordinator prior to seeking permission to initiate "retrieval trespass only". The local conservation officer and/or police may be of assistance when retrieval trespass cannot be obtained.
 18. Deer hit or killed but not retrieved must be reported to the Program Coordinator and Highland City.
 19. Properly tag the deer immediately upon recovery. Promptly notify the Program Coordinator and Highland City of all kills. *USING FORM _____*
 20. Avoid confrontations with neighbors and others.
 21. Keep a low profile. You will be under the microscope, so be as inconspicuous as possible. When walking to and from your hunting area, try to minimize the appearance that you are hunting.
 22. All evidence of the deer must be removed from the property. ~~A plastic bag can be used for entrails or, better yet,~~ field dress the deer at another permissible site.
 23. Be discreet when removing a deer from the property. You may wish to cover the deer with a plastic tarp while it's being removed. Most people don't like seeing a dead animal so keep it out of sight as much as possible. You may wish to use an alternate, less conspicuous, route when removing a deer. Think about removal before your hunt.
 24. Stay on your assigned property during the hunt and when accessing the hunting area. Do not take shortcuts across ground where you don't have permission to trespass.
 25. Use a flashlight while walking to and from your stand/area in low light to distinguish yourself from intruders. The casting of a light across the landscape to detect deer is illegal.
 26. Don't invite friends to hunt with you. Certification is for you and you only.
 27. Avoid confrontations, no matter the circumstances. Utah has a hunter harassment law that protects you while engaged in legal hunting pursuits but it is best not to argue with an antagonist. You may wish to report harassment to local authorities if confrontations continue.
 28. ~~Shoot does.~~ *ONLY* The object of the program is to help control deer numbers inside the Highland City limits. Bowhunters can only accomplish this goal by shooting does. *IF BUCK TAKEN, ANTlers MUST BE RETURNED TO DIVISION*
 29. Donations of venison are encouraged. *HUNTER IS ALLOWED TO KEEP THE ANIMAL IF DESIRED.*
 30. *IF HUNTER DOES NOT DESIRE TO KEEP OR DONATE ANIMAL, HUNTER WILL TAKE ANIMAL TO MEATERS IN SLC.*
- Bowhunters who are selected and qualified to participate in this program play a vital role in solving the problem of managing the ever-growing urban deer population. They must, however, maintain safe, ethical hunting practices and be fully responsible for their actions if they're to be recognized as the best option for controlling urban deer. Mistakes and/or irresponsible behavior could jeopardize the program.

TYR BOUTER

UWC - Urban Bowhunting Specialist Program- Updated 2/2012

Proposed Manual Draft

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Urban Bowhunting

Introduction

Human encroachment into natural environments traditionally reserved for wildlife continues to create human – wildlife problems with little end in sight. Urban sprawl, the construction of strip malls, housing developments and new roads and highways destroy more and more acres of animal habitat each year. Wild area losses are alarming. Utah is

not immune, therefore, from the many predicaments associated with urban wildlife that has been forced out or, in some cases, forced to "live with" their new, human neighbors.

The adaptability of Mule deer to human encroachment into their space is surprising to many residents of new subdivisions. Deer not only accept their new human neighbors and all of their accoutrements but also have flourished in an environment never before believed possible. Deer feeding in backyards, flower gardens, parks, and playgrounds and along suburban byways are now a fairly common occurrence. Any little thicket or woodlot can hold mule deer during the day.

Many new suburbanites don't know how to address the backyard deer situation. They see deer, at first, as beautiful animals indicative of the wild and natural state of the region in which we live. They are correct in this assessment. But, as the number of deer increases the problems they cause increase, as well. Deer often consume expensive ornamental plants, vegetable gardens, flowers and shrubs, for example. Small trees are killed by antler rubs made by bucks. Deer/vehicle accidents begin to increase causing thousands of dollars of damage and raising the potential for serious injury to drivers and passengers. It doesn't take long for suburbanites to identify deer as "a problem".

Left to breed and populate an urban area, Mule deer can quickly become a problem as many municipalities in America have found out the hard way. Since the discharge of firearms and other projectile-firing devices has been banned within most suburban communities for safety reasons and where dogs stay in pens or on leashes, deer populations will grow, unchecked. One breeding pair of deer could lead to 40 deer in seven years!

Many forward-looking city councils have come to accept the use of veteran bowhunters to maintain deer herds. Bowhunting has an impeccable record of safety, is very efficient and a proven method of killing big game and is quiet and unobtrusive — the perfect solution to urban deer problems. Certified Urban Bowhunters will be specially trained to remove deer from urban settings.

We propose that UWC, along with the UDWR create a committee, charged with certifying and overseeing a new urban bowhunting program. For the remainder of this document and subsequent documents pertaining to urban bowhunting, this committee shall be referred to as the "UBC"

The UBC will be looking for team players that will help manage the resource according to an exacting plan. Highly qualified, veteran bowhunters will teach seasoned bowhunters special techniques for removing problem deer from the close quarters of a heavily populated suburban area. Specialists will pledge to abide by the program's rules and regulations in exchange for the satisfaction of having helped with deer population control.

Main Goals

- Train veteran bowhunters on the use of special bowhunting techniques for removing deer from urban environments.
- Significantly reduce deer numbers in over populated areas.
- Increase access for certified bowhunters to hunt areas identified as over populated with deer, focusing on areas within the boundaries of municipalities where firearms discharge is prohibited.
- Educate city officials on the value of utilizing bowhunters for the management of deer numbers within municipal boundaries during archery season.
- Provide bowhunters who will respect private property rights without compromise and will abide by program rules.
- Promote safe and free deer removal as a public service to local communities by creating and maintaining a database of certified bowhunters.

Suggested Certification Process

After successfully completing the National Bowhunter Education Program (8 hours), a Panel Review and any shooting proficiency test that might be required, bowhunters will be Certified - Highly Qualified to bowhunt deer in an urban setting. Your certification packet will include the following:

- A **Certificate of Approval** stating that you have successfully completed all of the requirements of the UBC.
- Copy of your **Bowhunting Resume** for landowners, municipal officials.??
- Copy of your signed **Ethics Pledge** promising to adhere to all UDWR/UBC rules and regulations and the Rules of Fair Chase.
- Copy of a **Letter of Recommendation** from the UBC verifying your skills and qualifications.
- An **ID Card**.
- A **Dashboard Placard and/or Parking Sticker** for your vehicle to be used when it is parked near your assigned hunting location.
- **Daily Log Sheets** for the compilation of data that will be provide in an Annual Report to municipalities, such as time in th field, harvest percentages etc.

Following the Certification Process, each bowhunter will confer with a UBC Official for hunting assignment(s) and boundary maps..

The UBC program will seek a few dedicated, ethical, responsible, dependable, safe, law-abiding and proficient bowhunters to help with a problem – too many urban deer. The program, of necessity, requires special training in landowner/hunter relations and close quarter hunting techniques.

Section 1. Being a Responsible Urban Bowhunter

Human encroachment into traditional wildlife habitat by urban sprawl and housing subdivisions has created problems with wild animals. Couple that with the ability of deer to adapt to their new neighbors and to multiply unchecked and really big problems like health concerns, property damage, ecological damage, and deer/vehicle accidents occur. New management controls are needed. Bowhunting can help.

History has shown us that the bowhunting option for removal of urban deer is more effective than trapping and relocating deer, birth control of deer, special fencing, deer repellents, firearms hunting and using sharpshooters. These other methods have been found to be impractical, prohibitively expensive, widely unacceptable and limited in application. Bowhunting is the key to success.

Bowhunting is a safe and efficient method of managing the growing numbers of urban deer. Additional education is needed, however. This course will train veteran bowhunters to adapt their standard deer hunting methodologies to include special techniques better designed for use in urban zones.

The long-term survival of the Urban Bowhunting program, however, depends upon each certified member of this special unit acting responsibly.

An Urban Bowhunting Specialist must play by the rules and must always maintain the highest level of conduct while hunting. He/she must show respect for private landowners and their property. Hunters must maintain impeccable landowner relations if the program is to work.

Responsibilities of Urban Bowhunters

- Always put your best foot forward in appearance and conduct, and always be considerate of others.
- Never drink alcohol or use drugs before or while hunting.

- Make sure no other bowhunter already has permission to hunt the area you are planning to hunt.
- Respect landowners and their land. Assume they are concerned about the deer, your bow and arrows being safe, parking problems, neighborhood relations.
- Know state, county and city hunting regulations and abide by them. Check at city hall for ordinances that regulate hunting. Look for insurance requirements, tree stand location rules, application requirements, reports of success to city hall, etc.
- Before hunting, know where you can take a safe shot and where you may not. Consider that an arrow could ricochet over a hill or down a hollow; plan only safe shots.
- Take only responsible, 100% sure shots at deer that are relaxed and not on alert. Don't shoot unless you're certain that your arrow will strike the vitals and produce a quick kill.
- Be discrete in how you remove the harvested deer from the property. Special UBC rules may apply that limit field dressing or mandate covered-carcass removal.
- Retrieve all arrows and arrow parts shot at deer.
- Avoid confrontations with neighbors, others. A knowledge of conservation and the hunter's role in urban deer management can be an important supporting element of any discussion, such, as the need to reduce antlerless deer numbers.
- Keep a low profile. You and bowhunting will be under the microscope when you're hunting a neighborhood, so be as inconspicuous as possible.

Bowhunters who choose to participate in the Urban Bowhunting program play a vital role in solving the problem of managing the ever-growing urban deer population. They must, however, maintain safe, ethical hunting practices and be fully responsible for their actions if they're to be recognized as the best option for controlling urban deer.

Section 2. Bowhunting Techniques in Urban Areas

Bowhunting in heavily populated areas is much different than hunting in the countryside. Instead of having the luxury of hunting on hundreds of secluded acres, metro bowhunters may be limited to just a few acres in the middle of a heavily populated area, such as cemeteries, parks and large private tracts of land. Making killing shots are an absolute must. There is no margin for error.

It goes without saying that your every step will be observed by residents. It's "fishbowl" bowhunting. Hunters, therefore, must take the utmost care to abide by the following rules and regulations to ensure that observed hunting activities are understood and accepted by the neighborhood. It only takes one mistake to bring our deer reduction program to a screeching halt.

Rules of the Hunt

- Local ordinances may limit a bowhunter's common hunting techniques so check the rules carefully.
- If a tree stand is to be used, The proper use of a certified tree stand safety harness is mandatory.
- Install your stand to provide shots that will be 20 yards distance or less. Shots taken must be 100% killing shots. Taking questionable shots is unacceptable and jeopardizes the entire program.
- Know where you can take a safe shot and where you cannot. Only high downward angling shots are allowed for guaranteed arrow recovery. Shots must not be taken through brush that might produce a ricochet into populated areas.
- Retrieve all arrows shot, including broken parts, before leaving the hunting site.
- Razor sharp broadheads are mandatory.
- Set your bow up to shoot a heavy arrow. Shooting a heavy arrow will quiet the bow when shot, giving you the opportunity for multiple kills.
- Shoot only when an animal is relaxed and not alerted to danger. A relaxed deer, when hit with an arrow, will usually run away in the direction it's headed when hit. Plan your shot with this tip in mind.
- Once the deer is struck, do not trail it until you're sure it's down for good. It is your responsibility to ensure that no animal will travel very far after being hit.
- Do not trespass on neighboring land to retrieve a deer without permission. Contact the UBC to make arrangements with your landowner's neighbors before you begin your hunting activities for permission to initiate "retrieval trespass only". The local conservation officer and/or police may be of assistance when retrieval trespass cannot be obtained.
- Deer hit or killed but not retrieved must be reported to the municipality office and the UBC.
- Properly tag the deer immediately upon recovery.

- All evidence of the deer must be removed from the property. A plastic bag can be used for entrails or, better yet, field dress the deer at another permissible site.
- Be discreet when removing a deer from the property. You may wish to cover the deer with a plastic tarp while it's being removed. Most people don't like seeing a dead animal so keep it out of sight as much as possible. You may wish to use an alternate, less conspicuous, route when removing a deer. Think about removal before your hunt.
- Stay on your assigned property during the hunt and when accessing the hunting area. Do not take shortcuts across ground where you don't have permission to trespass.
- Use a flashlight while walking to and from your stand/area in low light to distinguish yourself from intruders. The casting of a light across the landscape to detect deer is illegal. Use your light to illuminate the pathway, only.
- Remain as inconspicuous as possible at all times. Don't wear camo hats, caps or clothing while driving in the hunting neighborhood. When walking to and from your hunting area, don't "show" yourself as a hunter so as to not alarm folks in the neighborhood.
- Keep your bow and arrows cased. Carry your camo clothing in a plain-colored pack to change into at a secluded spot or, better yet, simply dress-to-hunt in solid colored hunting pants and jacket.
- Don't invite friends to hunt with you, certification is for you and you only, non-hunting "viewers" are not allowed under any circumstances.
- Avoid confrontations, no matter the circumstances. Utah has a hunter harassment law that protects you while engaged in legal hunting pursuits but it's best not to argue with an antagonist. You may wish to report harassment to local authorities if confrontations continue.
- Shoot does! The object of the UBS program is to help control deer numbers inside the city limits. Bowhunters can only accomplish this goal by shooting does and lots of them. You're bowhunting permit allows the killing of bucks and you may be presented with the opportunity to take a nice one – go ahead. But remember, the program can only survive if you continue to hunt and kill does??
- Donations of venison are encouraged. ** Donation information here→
-

Shot Placement and Deer Recovery in Urban Zones

Shot placement and the route a deer takes out of the area after the arrow strikes home is an important concern for hunters. You must apply all of your skill as a hunter, you must consider everything you've learned as a bowhunter to prevent the deer you've shot from dropping in someone's backyard, front yard, the street or driveway! This point cannot be over emphasized. Here are some suggestions.

Make sure your bow, arrow and broadhead setup is absolutely silent when shot. From the first pull of the arrow across the arrow rest to the release of the string, your bow must shoot without making any noise. Any sudden noise will alert the deer and it will go into "escape mode" immediately. If, in addition, the arrow strike is felt by the animal, it may exit your safe zone at warp speed and, possibly, into someone else's property before falling. Be patient. Wait for the animal to come close for a good shot.

The deer you hit will likely run after being struck no matter how silent your equipment. Nevertheless, shooting a quiet bow will shorten the run. As an additional precaution against an arrow-struck deer running into someone's yard, always wait until the deer is headed away from populated areas and is not alerted to danger before shooting. You must measure the demeanor and posture of the deer before you take the shot. A quiet deer will likely travel a shorter distance after the arrow strikes.

Today's fast bows and surgically sharp broadheads help send an arrow through a deer's vitals without them even feeling the strike, many times. Always shoot very sharp broadheads and always wait for the 100% killing shot. Strive for producing a shot that will kill quickly and cleanly and one that can be delivered without making a sound.

How an Arrow Works

You're an experienced bowhunter with many big game kills under your belt but it never hurts to review how your arrow works. It's an effective device for producing a quick, humane death but only if used with the knowledge that accurate shot placement is essential. Accurate shot placement is the key to a quick kill and easy game recovery.

Hunting arrows are tipped with razor sharp broadheads that are designed to cut lung tissues, to sever major arteries and veins and to produce a loss of blood and pressure in the chest cavity. The arrowhead, when shot through the chest cavity of a big game animal, initiates a cascade of physiological events that leads to unconsciousness and death.

Most big game animals have anatomical features that are similar. All of them have two separate body cavities: the chest cavity and the abdominal cavity. The sheet-like diaphragm muscle separates the cavities. The diaphragm forms the rear of the chest cavity and the front of the abdominal cavity. It functions as the pump for the breathing process by producing a negative pressure in the chest cavity as it contracts that helps the lungs fill with air at each breath. As it relaxes, gases are exhaled from the lungs.

The chest cavity is the bowhunter's main target. It contains all the major organs and main vessels that sustain life. The heart and lungs dominate the chest cavity. Very large arteries and veins connect these two organs with each other and with the rest of the body. A broadhead-pointed arrow that passes through the chest cavity is certain to cut many of the vessels and organs, causing severe blood loss and organ dysfunction followed by death.

Your only target should be the chest cavity. The "double lung" shot describes the best hit a bowhunter can make – a hit that pushes the broadhead through both lungs, left and right, and through several of the many major vessels that connect the organs to one another. Care must be taken to limit shooting angles that are too high and that would result in only a single lung being hit.

Remember, the abdominal cavity is not an aiming point. The abdominal cavity holds the stomach, liver, kidneys and the small and large intestines as well as several major arteries. Striking the major arteries, kidney or liver will produce a fatal injury but marks or features on the side of a deer can visualize none of these abdominal cavity organs. In addition, they are too small of a target to be considered a 100% shot.

An arrow strike in the liver is a fatal hit and should produce a quick death. Consider the liver, located just behind the chest cavity, as a buffer zone that will deliver a retrievable deer if your shot goes wide. It is not, however, a primary aiming zone.

Deer Recovery

You'll probably be hunting on a small tract of city, state or federally owned land in a heavily human populated area – a subdivision. You may or may not have permission to hunt on adjoining tracts. Either way, you will want to take only the 100% sure killing shot so that the deer will drop in the shortest distance possible. Trespassing is not an option during the deer recovery process.

We've mentioned already that if the deer drops on land that you don't have written permission to hunt and/or trespass upon that you may be able to get local authorities to intervene. The police or deputies that patrol your neighborhood can be called on your cell phone for assistance. It's always much easier to affect a legal trespass to retrieve a deer in this way if you've discussed it with city officials first, before the hunt. Your local conservation agent could be contacted for help, as well.

The use of flashlights back in the wood lots of a neighborhood will attract the local SWAT team if you don't take precautions ahead of the hunt. Make sure your landowner and the immediate neighbors know you may be using a "walk light" going to and from your stand. (The UBC and or other local official will release statements to the goings on regarding urban bowhunting and the general areas affected.) Think what you would do if you saw a mysterious light bobbing around in the trees behind your house! You'd call the cops! Plan ahead.

Once your downed animal is located, tag it immediately. It's the law! Not after you've bagged the deer, not at the truck, not "when I get home". Immediately!

Field Dressing

Some cities regulate the field dressing of deer inside the city limits. Know the rules. We recommend that you not field dress deer at your hunting site and prefer that you arrange ahead of time a remote location where this necessary operation can be performed legally and without raising concerns of the public.

It is possible that your particular hunting area permits the field dressing of deer. If you choose this option, we recommend that the entrails be completely removed in plastic bags for burial at a remote location. Don't bury entrails at your hunting site, even if it's legal to do so. Consider that neighborhood dogs or coyotes will find the burial site and will dig up the remains only to drag them through populated areas or onto someone's front porch!

The Drag

Non-hunters, generally, don't like to view dead animals. You should plan ahead, with the permission of your landowner, what route you will use when dragging a harvested deer to your truck. Your landowner may permit you to back into his driveway, for example. He may also permit the use of a two-wheeled cart. Ask him first.

It may be impossible to keep out of sight of neighbors. Therefore, you should plan to use a tarp of some kind to wrap the deer carcass in while you're dragging it/wheeling it out of the woods to your truck. This will keep it out of sight and will reduce the blood trail that usually accompanies the dragging of an arrow-struck deer.

Clean Up

Plan to return to your hunting site to retrieve all arrows shot or arrow parts left on the ground after the kill. Scuff up the leaf litter where blood or deer hair is apparent to prevent anyone from getting the wrong impression that something untoward has happened in the neighborhood. Destroy all signs of a kill.

URBAN DEER CONTROL

Rule Outline
March 11, 2013

I. Purpose:

1. To create a program that enables municipalities to independently establish and administer an urban deer control plan for the lethal and non-lethal removal of resident deer damaging private property or threatening public safety within the municipality.
2. To establish the program as a one year pilot project limited to Highland City, Utah County and Bountiful, Davis County.

II. Eligibility Criteria:

1. Municipalities only.
2. Significant property damage or public safety threat created from nuisance deer.
3. Ordinance enacted prohibiting big game feeding in city limits, except city may bait for deer control purposes.

III. Municipality Obligations:

1. Apply with the Division for a certificate of registration to control nuisance deer.
 - a. Application must establish that:
 - i. Resident deer are causing significant property damage or public safety threats within the city; and
 - ii. City ordinance prohibits feeding big game animals.
2. Upon receipt of a COR, develop, maintain, staff, and fund an urban deer control program consistent with the authorities granted and restrictions imposed in rule and COR.
3. Prepare an urban deer control plan.
 - a. The plan must address and prescribe, among other things:

- i. Methods and means by which nuisance deer may be taken;
 - ii. Persons eligible to perform control activities and the requirements imposed on them;
 - iii. Locations and time periods where specified types of control efforts may be employed or authorized,
 - iv. Protocols for carcass removal and disposal;
 - ~~v. Procedures for promptly returning to the Division all antlers of lethally removed deer; and~~
 - v. Procedures for removing buck deer. Buck deer will be removed only by a limited basis. Division will issue 5 buck tags. City will establish procedures where hunt will be limited to 3 tags being drawn by disabled or disadvantaged individuals on a draw program. Two remaining tags will be allowed to be used at the cities discretion.
 - vi. Procedures for obtaining Division approval on live capture and relocation projects.
- b. All aspects of the plan must be consistent with the authorizations and limitations imposed in rule and the COR.
 - c. City ordinances must be compatible with the methods of take employed for nuisance deer control.
 - d. Solicit and consider input in the formulation and development of the plan from:
 - i. The public, particularly city residents through survey;
 - ii. Interested businesses and organizations;
 - iii. The Division of Wildlife Resources; and
 - iv. Local, state, and federal government.
 - e. Prior to formally adopting or implementing a final plan, hold a public meeting to discuss and take input on the plan.
- 4. ~~Assume responsibility for all costs associated with establishing, implementing, and operating the urban deer control program.~~

4. Assume responsibility for costs associated with urban deer control program. Vouchers will be issued free of charge. City may be reimbursed by hunter for certifying and qualifying hunters and other costs associated with implementing the program expenses and animal disposal.
5. Hold harmless and indemnify the Division against any claims arising from deer removal activities unless the Division is wholly at fault.

IV. COR Authorities and Limitations:

1. COR permits the city to take and authorize the take of nuisance deer as hereafter provided.
 - a. City may prescribe lethal and non-lethal methods of take, provided the methods otherwise comply with state and federal law.
 - ~~i. Antlers of lethally removed deer shall remain the property of the Division and may not be retained by the city or the person that takes the animal.~~
 - i. Antlers of the 5 issued buck tags will be retained by the hunter.
 - ii. Captured deer may not be relocated or released outside city limits without a written capture and relocation plan prepared with and approved by the Division.
 - iii. City will report to Division monthly of Buck and antlerless animals removed from the City.
 - b. City may utilize baiting to facilitate safe and effective deer removal activities.
 - c. City may select and designate individuals authorized to perform specified deer removal activities, and shall:
 - i. Issue a written authorization and tag to individuals authorized to remove deer,
 - a. The authorization shall be:
 - (I) On a form prescribed by the Division;
 - (II) Signed by the city manager and holder;
 - (III) Identify the holder's name, address, DOB, gender, height, weight, eye color; and

(IV) Specify the activities authorized;

- ii. Require individuals authorized to lethally remove deer to:
 - a. Tag the carcass consistent with Section 23-20-30; and
 - b. Comply with all federal, state, and local laws pertaining to the possession, use, and discharge of a dangerous weapon.
- d. City may authorize a single individual to take more than one deer.
- e. City shall take measures to ensure that:
 - i. Deer carcasses are salvaged consistent with Section 23-20-8 and disposed of as provided by law; and
 - ii. Viscera is removed from the kill site and disposed of as provided by law.
- f. City may not:
 - i. Sell deer carcasses or otherwise use them or pecuniary gain;
 - ii. ~~Collect a fee from individuals it authorizes to remove nuisance deer;~~
 - ii. Collect a fee for vouchers issued. City may be reimbursed for costs associated with certifying, tags, administrative costs, implementing, equipment and disposal.
 - iii. Undertake or authorize deer removal activities outside:
 - a. City limits or a lesser area prescribed by the Division;
or
 - b. The general time frame imposed by the Division;
- g. City may not remove more deer than authorized by Division;
- h. City may authorize spotlighting to facilitate ~~deer removal~~ carcass recovery efforts;

- i. City may not authorize the discharge of firearms or archery equipment for deer removal:
 - i. between one half hour after official sunset and one half hour before official sunrise; or
 - ii. In violation of federal, state, or local laws.

V. Division Responsibilities:

- 1. Evaluate and approve or reject an application for an urban deer control program COR.
- 2. Prescribe in the COR the number of deer that any be removed and any seasonal restrictions on control activities.
- 3. Provide technical assistance to a city in developing an urban deer control plan once a COR is issued.
- 4. Provide technical assistance and approvals for city removal efforts that relocate live capture deer outside city limits.
- 5. Hold harmless and indemnify the City against any claims arising from deer removal where the City is acting within the scope of authority granted by Division, unless the City is wholly at fault.

VI. General:

- 1. Rule sunsets on August 1, 2014

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 7.

Short Title: FY 2013 Financial Report (unaudited)

Initiated By: Blaine Lutz - Finance Director

Scheduled Time: 7:55

SUBJECT

RECOMMENDATION

Blaine Lutz, Finance Director, will give an unaudited report on the 2013 fiscal year.

BACKGROUND

Attached is a financial summary for all funds as of June 30, 2013. Although they have not been reviewed by external auditors, accruals and adjustments have been accounted for and should substantially reflect the year end financial report.

Blaine will review the summary during the meeting. If you have questions prior to the meeting, please feel free to contact him to discuss.

ATTACHMENTS:

Description

- ☐ FY 2013 Financial Summary

**General Fund
Unaudited Summary
June 30, 2013 (unaudited)**

	This Month	Year to Date	FY 13 Budget	% Budget
Revenues				
Property Tax	\$3,307	\$975,078	\$986,081	98.88%
Fee in Lieu	\$8,188	\$86,806	\$95,000	91.37%
Sales & Use Tax	\$290,461	\$3,180,208	\$3,259,500	97.57%
Franchise Taxes	\$94,003	\$1,044,863	\$1,118,000	93.46%
Licenses & Permits	\$64,444	\$350,408	\$337,250	103.90%
Intergovernmental	\$90,290	\$541,681	\$504,540	107.36%
Charges for Serv.	\$69,862	\$984,005	\$863,325	113.98%
Fines	\$43,052	\$477,000	\$475,000	100.42%
Miscellaneous	\$6,940	\$42,000	\$56,250	74.67%
Transfers/Contributions	\$0	\$182,500	\$182,500	100.00%
Total	\$670,547	\$7,864,549	\$7,877,446	99.84%

Expenditures

City Council	\$2,895	\$70,405	\$101,508	69.36%
Judicial	\$15,773	\$200,464	\$206,060	97.28%
Executive	\$26,700	\$371,439	\$383,648	96.82%
Attorney	\$10,506	\$115,971	\$107,766	107.61%
Finance	\$38,872	\$482,306	\$484,830	99.48%
Attorney Services	\$1,566	\$58,865	\$65,000	90.56%
Emergency Management	\$0	\$15,953	\$8,400	189.92%
Fire	\$0	\$794,172	\$794,172	100.00%
Elections	\$0	\$0	\$0	0.00%
Youth Council	\$0	\$7,000	\$7,000	100.00%
Police	\$148,250	\$2,109,621	\$2,148,316	98.20%
Liquor Law	\$0	\$18,000	\$20,000	90.00%
School Xing	\$5,944	\$53,338	\$52,099	102.38%
DARE	\$6,981	\$96,726	\$99,648	97.07%
K-9	\$245	\$4,378	\$2,250	194.58%
Animal Control	\$4,889	\$22,973	\$23,300	98.60%
PW Admin	\$19,602	\$269,535	\$273,713	98.47%
Streets	\$45,097	\$659,007	\$668,858	98.53%
Street Projects	\$112,640	\$351,137	\$724,000	48.50%
GIS	\$5,640	\$83,891	\$88,192	95.12%
Engineering	\$9,367	\$90,909	\$116,500	78.03%
Parks	\$71,769	\$635,889	\$742,842	85.60%
Community Events	\$0	\$24,740	\$23,650	104.61%
Parks & Rec Facility	\$474	\$8,619	\$13,910	61.96%
Maint Facility	\$4,270	\$52,175	\$40,790	127.91%
Maint Facility Storage	\$157	\$5,200	\$6,210	83.74%
City Hall	\$10,476	\$130,677	\$131,151	99.64%
Community Dev.	\$19,601	\$268,883	\$285,376	94.22%
Building Inspection	\$13,975	\$71,567	\$113,550	63.03%
Transfers - Non Dep.	\$0	\$340,687	\$347,623	98.00%
Total	\$575,689	\$7,414,527	\$8,080,362	91.76%

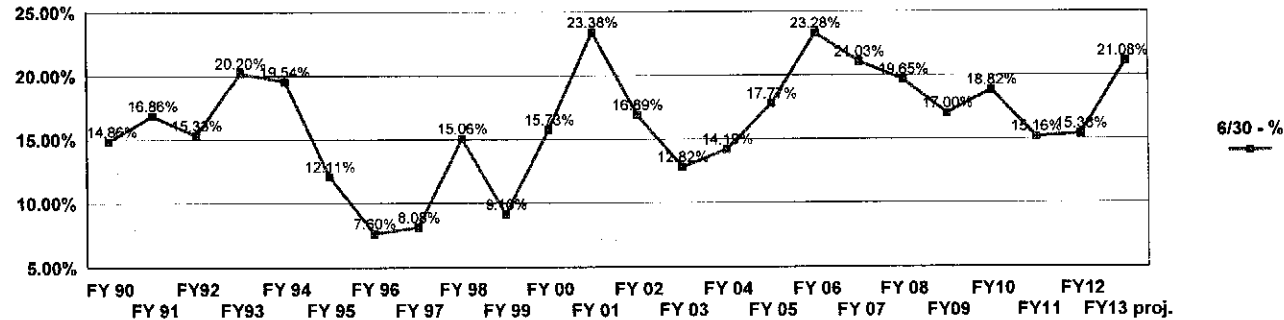
Use/Contribution to Fund balance	\$450,022	\$	(202,916)
(Revenues Over/Under Expenditures)			

Fund Balance at Beginning of Year (est.)	\$1,156,052
Fund Balance estimate 6/30/2013	\$1,606,074
Projected Fund Balance %	21.08%

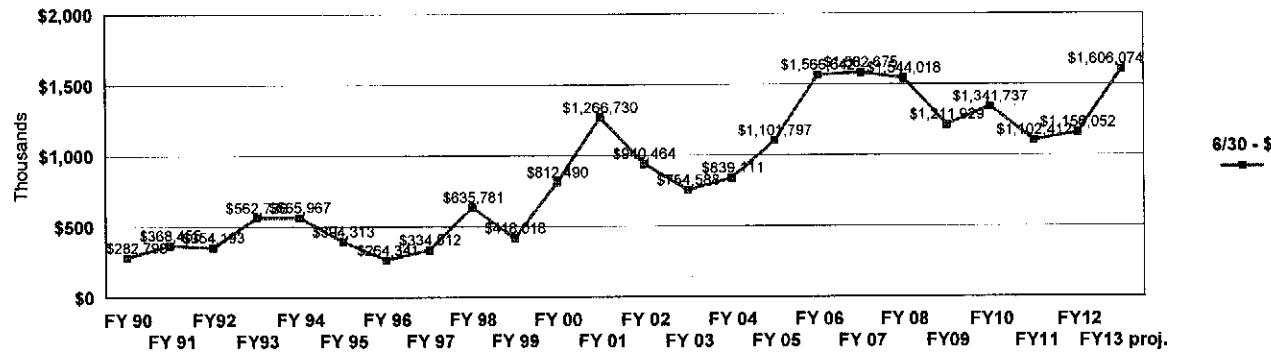
Street projects balance	\$372,863
Revised FB	\$1,233,211
Revised FB %	16.19%

FY 90	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13 proj.
14.86%	16.86%	15.33%	20.20%	19.54%	12.11%	7.60%	8.08%	15.06%	9.10%	15.73%	23.38%	16.89%	12.82%	14.19%	17.77%	23.28%	21.03%	19.65%	17.00%	18.82%	15.16%	15.38%	21.08%
FY 90	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13 proj.
\$282,798	\$368,455	\$354,193	\$582,736	\$565,967	\$394,313	\$264,341	\$334,512	\$635,781	\$418,018	\$812,490	\$1,266,730	\$840,464	\$754,588	\$839,111	\$1,101,797	\$1,566,642	\$1,582,875	\$1,544,018	\$1,211,929	\$1,341,737	\$1,102,412	\$1,156,052	\$1,606,074

Fund Balance as a percent of revenues



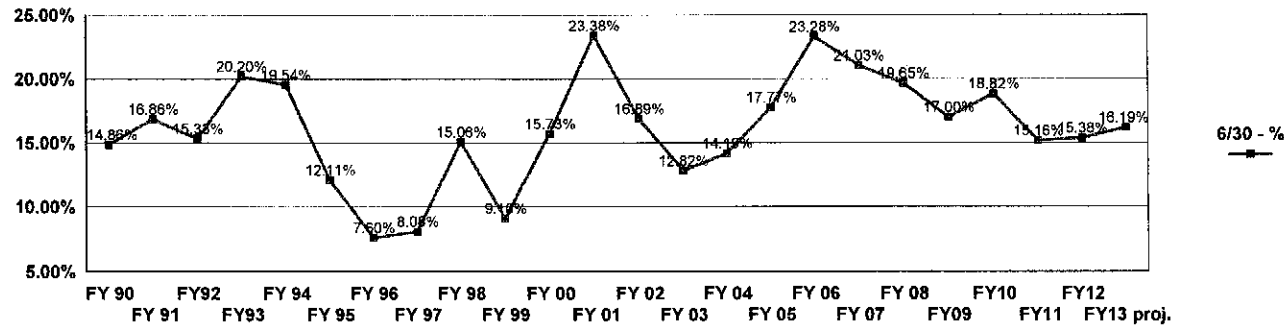
Fund Balance in \$'s



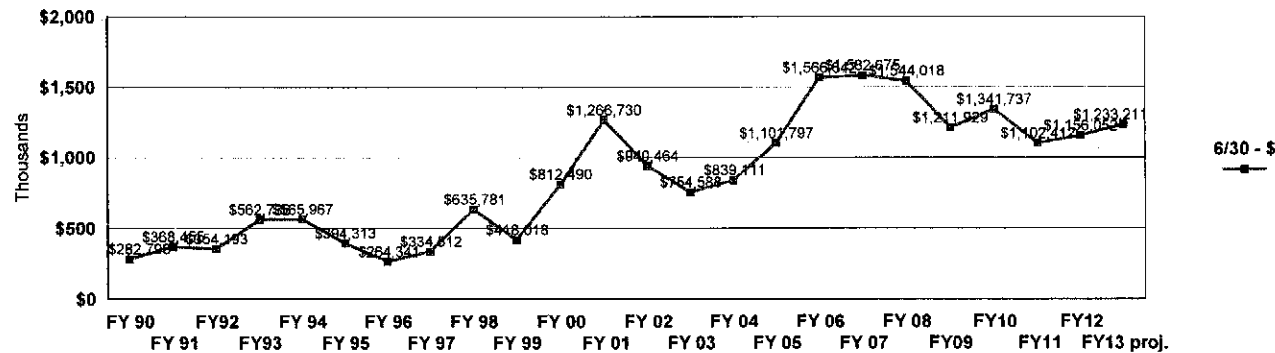
Less Balance of Street Project Budget

FY 90	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13 proj.
14.86%	16.86%	15.33%	20.20%	19.54%	12.11%	7.60%	8.08%	15.06%	8.10%	15.73%	23.38%	16.89%	12.82%	14.19%	17.77%	23.28%	21.03%	19.65%	17.00%	18.82%	15.18%	15.38%	16.19%
FY 90	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13 proj.
\$282,798	\$368,455	\$354,193	\$562,736	\$565,967	\$394,313	\$264,341	\$334,512	\$635,781	\$418,018	\$812,490	\$1,266,730	\$940,464	\$754,588	\$839,111	\$1,101,797	\$1,566,642	\$1,582,675	\$1,544,018	\$1,211,929	\$1,341,737	\$1,102,412	\$1,156,052	\$1,233,211

Fund Balance as a percent of revenues



Fund Balance in \$'s



**Special Revenue Funds
(Unaudited)
June 30, 2013**

Component Units	This Month	Year to Date	FY 13 Budget	% Budget
RDA				
Revenues	\$43,629	\$1,251,795	\$1,555,990	80.45%
Expenditures	\$36,208	\$1,094,468	\$1,361,490	80.39%
Fund Balance at Beginning of Year (est.)		\$244,971		
Fund Balance estimate 6/30/2013		\$402,298		
MBA				
Revenues	\$0	\$1,143	\$1,300	87.92%
Expenditures	\$0	\$1,143	\$1,300	87.92%
Fund Balance at Beginning of Year		\$0		
Fund Balance estimate 6/30/2013		\$0		

Special Revenue Funds

Recreation

Revenues

Recreation	\$12,940	\$81,377	\$84,000	96.88%
Youth Baseball/Softball	\$110	\$24,400	\$28,000	87.14%
Concession Sales	\$5,344	\$12,571	\$30,000	41.90%
Other	\$0	\$30,000	\$30,000	100.00%
Total Revenues	\$18,394	\$148,348	\$172,000	86.25%

Expenditures

Recreation	\$30,611	\$108,894	\$124,770	87.28%
Concessions	\$5,344	\$12,571	\$22,135	56.79%
Youth Baseball/Softball	\$24,394	\$34,148	\$31,925	106.96%
Total Expenditures	\$60,349	\$155,613	\$178,830	87.02%

Revenue Over/Under Expend \$ (41,955) \$ (7,265) \$ (6,830)

Balance at Beginning of Year (est.) \$26,598
Fund Balance estimate 6/30/2013 \$19,333

Debt Service Funds June 30, 2013 (Unaudited)

<u>Debt Service</u>	This Month	Year to Date	FY 13 Budget	% Budget
City Hall				
Revenues	\$0	\$76,875	\$76,875	100.00%
Expenditures	\$0	\$76,226	\$76,875	99.16%
Reserved Fund Balance		\$60,596		
Fund Balance estimate 6/30/2013		\$649		

<u>Sales Tax (DCAC)</u>	This Month	Year to Date	FY 12 Budget	% Budget
Revenues	\$0	\$1,517,488	\$1,517,488	100.00%
Expenditures	\$0	\$1,517,488	\$1,517,488	100.00%
Reserved Fund Balance		\$28,896		
Fund Balance estimate 6/30/2013		\$28,896		

Capital Project Funds (Unaudited) June 30, 2013
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	This Month	Year to Date	FY 13 Budget	% Budget
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Capital Improvement

Storm Drain

Revenues:

Fund Balance			\$27,794	
Impact Fees	\$0	\$8,320	\$10,000	83.20%
Grants	\$0	\$0	\$0	0.00%
Other	\$82	\$790	\$75	1053.33%
Total Revenues	\$82	\$9,110	\$37,869	24.06%

Expenditures	\$0	\$0	\$37,869	0.00%
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Fund Balance at Beginning of Year (est.) \$36,011

Fund Balance estimate 6/30/2013 \$45,121

Park

Revenues:

Fund Balance			\$160,962	
Impact Fees	\$14,399	\$124,799	\$95,000	131.37%
Transfer	\$0	\$0	\$0	0.00%
Grants	\$0	\$0	\$0	0.00%
Other	\$0	\$0	\$0	0.00%
Total Revenues	\$14,399	\$124,799	\$255,962	131.37%

Expenditures	\$0	\$86,189	\$202,962	42.47%
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Fund Balance at Beginning of Year (est.) \$297,073

Fund Balance estimate 6/30/2013 \$335,683

Capital Projects Fund

Revenues:

Fund Balance			\$47,120	
Transfers	\$0	\$500,997	\$500,997	100.00%
Other	\$0	\$0	\$500	0.00%
Total Revenues	\$0	\$500,997	\$548,617	100.00%

Expenditures	\$35,354	\$472,187	\$500,997	94.25%
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Balance at Beginning of Year \$47,120

Fund Balance estimate 6/30/2013 \$75,930

**Enterprise Funds
(Unaudited)
June 30, 2013**

	This Month	Year to Date	FY 13 Budget	% Budget
Water				
Revenues:				
Impact/construction Fees	\$7,800	\$232,495	\$230,000	101.08%
Water Sales	\$151,695	\$1,815,835	\$1,712,800	106.02%
Bond Revenue	\$0	\$311,232	\$1,810,000	17.20%
Other	\$0	\$121,485	\$41,500	292.73%
Total Revenues	\$159,495	\$2,481,047	\$3,794,300	65.39%
Expenditures				
Operating/Dep/Debt	\$170,084	\$1,608,659	\$1,825,684	88.11%
Capital Improvement	\$222,564	\$623,403	\$2,158,900	28.88%
Total Expenditures	\$392,648	\$2,232,062	\$3,984,584	56.02%

Unrestricted Cash Beginning of Year (est.) \$349,955
Fund Balance estimate 6/30/2013 \$3,468,221

Sanitation

Revenues:				
Collection Fees	\$54,115	\$643,188	\$626,645	102.64%
Recycling fees	\$13,253	\$156,435	\$148,400	105.41%
Green Waste fees	\$6,362	\$74,251	\$65,600	113.19%
Other	\$290	\$6,320	\$4,700	134.47%
Total Revenues	\$74,020	\$880,194	\$845,345	104.12%
Expenditures:				
Disposal	\$56,060	\$305,852	\$280,000	109.23%
Collection	\$46,978	\$280,801	\$252,350	111.27%
Recycling	\$27,358	\$162,170	\$143,800	112.77%
Green Waste	\$5,793	\$34,249	\$24,000	142.70%
Other	\$9,331	\$96,882	\$180,050	53.81%
Total Expenditures	\$145,520	\$879,954	\$880,200	99.97%

Unrestricted Cash Beginning of Year \$18,680
Fund Balance estimate 6/30/2013 \$18,920

Drainage

Revenues	\$46,967	\$564,987	\$559,500	100.98%
Operating Expenditures	\$34,544	\$514,010	\$632,910	81.21%
Capital Expenditures	\$1,325	\$57,400	\$62,140	92.37%
Total Expenditures	\$35,869	\$571,410	\$695,050	82.21%

Unrestricted Cash Beginning of Year \$91,168
Fund Balance estimate 6/30/2013 \$84,745

Telecommunications

Revenues	\$23,995	\$245,726	\$330,000	74.46%
Contractual obligations	\$38,499	\$245,726	\$330,000	74.46%
Total Expenditures	\$38,499	\$245,726	\$330,000	

Unrestricted Cash Beginning of Year \$2,452
Fund Balance estimate 6/30/2013 \$2,452

Whitaker Trust

Beginning fund balance				
Revenues	\$372	\$32,523	\$37,365	87.04%
Expenditures	\$1,085	\$23,244	\$37,365	62.21%

Fund Balance at Beginning of Year \$5,571
Fund Balance estimate 6/30/2013 \$14,850

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 8.

Short Title: Mayor's Report

Initiated By:

Scheduled Time: 8:05

SUBJECT

- a. Update re: potential transportation funding legislation
- b. Fire Prevention Week sponsored by South Davis Metro Fire Agency

RECOMMENDATION

BACKGROUND

Mayor Russell will report on the most recent COG meeting, during which the County Commissioners, Mayors and State Legislators discussed the possibility of legislation in 2014 that would allow counties to levy a local option gas tax to help fund the maintenance of local roads.

ATTACHMENTS:

Description

- ☐ South Davis Fire Prevention Poster

FIRE PREVENTION WEEK



SOUTH DAVIS METRO FIRE
SEPTEMBER 9TH - 12TH
6:00 - 8:00 PM

SEPT. 9TH

Station 81 (255 S. 100 W., Bountiful)

SEPT. 10TH

Station 83 (125 S. Main, Centerville)

SEPT. 11TH

Station 85 (836 W. 1100 N., NSL)

SEPT. 12TH

Station 82 (701 Eaglewood Dr., NSL)

MOMENT OF REMEMBRANCE

SEPT. 11TH 7:45 AM

Station 81



www.sdmefire.org

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 9

Short Title: City Manager's Report

Initiated By:

Scheduled Time: 8:15

SUBJECT

- a. Survey of South Davis cities re: timing of water impact fee payments

RECOMMENDATION

Continue to require the water impact fees to be paid in two parts--half at time of subdivision approval and half at time of building permit.

BACKGROUND

Per the City Council's request, Management Assistant Jake Smith contacted the cities in south Davis County--Kaysville, Fruit Heights, Farmington, West Bountiful, Woods Cross, and NSL (Bountiful does not have an impact fee)--to learn if they collect water impact fees at time of development approval, at time of building permit, or at some other point. According to his contacts, all of those cities except NSL collect the entire fee at time of building permit. NSL uses the same approach as Centerville--i.e. half upon development approval and half at building permit. None collect the entire fee at time of development approval.

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 10.

Short Title: Miscellaneous Business

Initiated By:

Scheduled Time: 8:25

SUBJECT

- a. Approve the purchase of Police Vehicle from Willey Ford in the amount of \$26,382 (including trade in)

RECOMMENDATION

- a. Approve the purchase of Police Vehicle from Willey Ford in the amount of \$26,382 (including trade in).

BACKGROUND

- a. The Police Department is requesting permission to order the first of three approved vehicles for the FY 2013-14. The FY 2014 Budget includes \$114,500 for the purchase of these vehicles. They will be replacing a 2008 Crown Victoria Police Inceptor. See attached memo from Assistant Police Chief Paul Child.

To: Blaine Lutz

From: Paul Child 

Date: August 21, 2013

Re: Capital Equipment Order

The Police Department is requesting permission to order the first of the three approved vehicles in the Police Department budget year 2013-14. We will be replacing a 2008 Crown Victoria Police Interceptor. This vehicle has exhausted the optimal operating usefulness and should be replaced. We would like to trade in the 2008 Crown Victoria Police Interceptor (CVPI) to compensate for some of the cost of the new vehicle.

Two Dealerships have submitted a bid for a 2014 Police Interceptor Utility Package which reflects a government discount price and given us a trade-in bid for the 2008 Crown Victoria.

Willey Ford:

Bid reflecting Government discounted price.....	\$29,582.00
Trade in credit for 2008 CVPI.....	<u>\$3,200.00</u>
Net Price.....	\$26,382.00

Ken Garff (American Fork)

Bid reflecting Government discount and State bid price.....	\$29,093.25
Trade in credit for 2008 CVPI.....	<u>\$2,500.00</u>
Net Price.....	\$26,593.25

When combining the price of vehicle with trade in value Willey Ford bid saves \$211.25 overall. There is also a convenience factor related to going with a dealership which is very close verses Ken Garff in American Fork. I recommend that we award the bid to Willey Ford.

The Ford Police Utility and Interceptor packages have been purpose built specifically for the rigors of police duty. These vehicles are equipped with all-wheel drive, V6 engine with 6-speed transmission, police-tuned suspension, high-performance brakes, high-volume cooling system, 220-amp alternator, heavy-duty battery, 18" 5-spoke steel wheels and high performance tires. These vehicles come with many officer safety features including a Kevlar bullet resistant panel in the door, high speed rear impact rating, and are friendly to the officer's needs and equipment installation. We have found that the new Interceptors have increased gas mileage by 30% in comparison to the Crown Victoria. We believe that the new purpose built vehicles offered by Ford is the best platform for our uses in Centerville. We feel it important to have consistency in the type of vehicle we provide the Patrol Officers so that as they have to change from one vehicle to another it has the same controls and drivability features.

Please feel free to contact me if there are any questions regarding this request.

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 11.

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

Initiated By:

Scheduled Time: 8:35

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 12.

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

Initiated By:

Scheduled Time: 8:35

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No.

Short Title: Items of Interest

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- Letter to Editor-Clipper re UTOPIA

are relatively few farmers in the county these days, but hundreds of people came to see the pigs, horses, cows and steers we do have. Others came to see the arts and crafts techniques of our senior citizens and youth, and others simply wanted the deep-fried foods and frozen drinks.

Founding father Thomas Jefferson thought all Americans would be agrarian people, Stahle told me, and though many of us have moved to cities, there is no doubt that farming is our bedrock.

During my shifts, I was impressed by the thoughtfulness fairgoers had for one another. One woman, for example, brought me a smartphone she had found in the restrooms.

shoulded sub in joy.

Davis County is full of people like these women, and it's a better place to live, work and play because of it. The community ethic of kindness has not gone unnoticed.

We would also be remiss not to mention the many local businesses and artists who participated in the fair, showing their commitment to the people of Davis. The fair has been growing and growing, and its proof that Davis is much more than a bedroom community between Ogden and Salt Lake City.

Instead, we are a thriving economic force full of talent, kindness and a profound respect for our history. We are Davis — proud, happy and bursting with vivacity.

Visit the Farmington Farmers' Market

Editor,

My name is Cole Jensen I'm a Boy Scout in troop 551 in Kaysville. For my Communications Merit Badge, I have to write a letter to the editor of newspaper about something interesting in Davis County. One of my favorite things is the Farmer's Market. Every Thursday starting in July the farmers market in the field right behind my house opens. It is close enough to my house that I can just walk over there. At the farmers market they

have a lot of different vendors selling stuff and farmers selling their vegetables. Other people sell homemade gifts and homemade food. Winder Dairy has a truck there and you can get a free chocolate milk to sample. My favorite thing to do at the farmers market is to walk around and see all the stuff people have made and to buy yummy food to eat. The farmers market is opened 'til mid October.

Cole Jensen,
Kaysville

white threads.

But like Pres. Obama, I feel stained by the recent decision to acquit the man who admitted shoot-

be bellowing about those "atheist-cop-hating Democrats who scowl at Christian values.)

years after the March on Washington, we haven't crossed the finish line yet.

Letters

8/22/13 cleppn

Praise Centerville for UTOPIA

Editor,

As the Centerville municipal election campaigning heats up, UTOPIA is made an issue again. I suspect that if it were not for all the negative press stirred up by people with agendas, UTOPIA would be a thriving enterprise. People would sign up in great numbers because of the excellent opportunities it provides. Let me tell you my own experience with this ultra-fast internet service.

My son graduated in May with a bachelor's degree in computer science. Throughout his studies, he has needed a fast Internet connection. We tried all available options, but we weren't satisfied with the slow speeds and high costs.

Consequently, we signed up for a cable Internet-only "fast" connection for about \$90 per month. They offered speeds of 25 to 30 megabits per second (mbps) to download, but depending on Internet traffic in the neighborhood, we were lucky to occasionally get 70 percent of those speeds.

It was totally inadequate for the massive uploads my son had to do for both school and work.

When UTOPIA was available in our neighborhood, it wasn't a

hard decision for us to purchase a connection and subscribe to a Utah provider.

We bundled phone and Internet, and the total bill was \$75 less per month, including taxes and fees. Now Internet speed is a constant 100 mbps.

We are using *lds.org*, *youtube.com*, Netflix, and iTunes with incredibly fast download speeds and are ready for TV network broadcasts via Netflix when available.

In other words, UTOPIA is saving me a bunch of money and providing me with outstanding service with a Utah company, not a national monopolist.

I praise Centerville leaders for their vision in enabling UTOPIA to be part of our city infrastructure.

I hope that UTOPIA is not forced to sell, as iProvo has, which will likely result in mandatory subscriptions to Google for connection and service.

No one else in Centerville provides dedicated fiber optic lines to customers at a price that beats the slower competition hands down.

Ken Zeeman
Centerville, UT

Promote equal justice in civil suits

Editor,

In response to "How Much Justice Can You Afford?" By Dustin R. Matthews, printed in the Clipper on Thursday, August 8, I want to say the court system is seldom a fair system.

One reform that would go a long way to promote equal justice: In civil suits, the loser always pays the winner's legal expenses. That would stop most predatory lawsuits, and give defendants the means to fight unjustified lawsuits. In criminal cases, the system's many abusive prosecutors would have their wings clipped if the government always had to pay the legal fees of a defendant found innocent. Abusive prosecutors would have less incentive file charges where there is no proof beyond a reasonable doubt. Innocent defendants would not have to choose between a plea bargain, devastating expenses, or bankruptcy. Plea bargains and out-of-court settlements usually reward the predators (corrupt prosecutors and greedy plaintiffs), let the guilty off easy, and punish the innocent.

Randy Petersen,
Bountiful

**REDEVELOPMENT AGENCY OF
CENTERVILLE CITY/DAVIS CENTER FOR
THE PERFORMING ARTS ADMINSTRATIVE
CONTROL BOARD MEETING AGENDA**

NOTICE IS HEREBY GIVEN THAT THE REDEVELOPMENT AGENCY OF CENTERVILLE CITY BOARD AND THE ADMINSTRATIVE CONTROL BOARD OF THE DAVIS CENTER FOR THE PERFORMING ARTS WILL HOLD A COMBINED PUBLIC MEETING AT 5:30 P.M. ON TUESDAY, SEPTEMBER 3, 2013 AT THE CENTERVILLE CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Tentative
Time:

5:30 **A. ROLL CALL**

B. NEW BUSINESS

1. **Minutes Review and Acceptance** – August 6, 2013 RDA meeting
2. Review of Independent Auditors' Report for CenterPoint Legacy Theatre for 2012
3. Deposits into the CPT Operations Reserve Fund and Maintenance Reserve Fund
4. Review of 6-month Financial Report for 2013
5. CenterPoint's Remaining Construction Obligation
6. Review of Lease Maintenance Provisions
7. CPT Progress Report/Update

C. ADJOURNMENT

Steve H. Thacker
Executive Director