

CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is given that the Farmington City Council will hold a regular meeting on **Tuesday, May 6th, 2025** at City Hall 160 South Main, Farmington, Utah. A work session will be held at 5:00 pm in Conference Room 3 followed by the regular session at 7:00 pm in the Council Chambers. The link to listen to the regular meeting live and to comment electronically can be found on the Farmington City website www.farmington.utah.gov. If you wish to email a comment for any of the listed public hearings, you may do so to dcarlile@farmington.utah.gov

WORK SESSION – 5:00 p.m.

- Budget presentations and deliberation
- Park naming discussion

REGULAR SESSION – 7:00 p.m.

CALL TO ORDER:

- Invocation – Brigham Mellor, City Manager
- Pledge of Allegiance – Melissa Layton, Councilmember

PRESENTATIONS:

- Introduction of new police officers Tanner Johnsen, Jerry Shepherd, and Kyle Shine

BUSINESS:

- Local Building Authority (LBA) creation [Page 3](#)
- Adoption of FY 2026 Tentative Municipal Budget [Page 28](#)

Minute motion adjourning to the Redevelopment Agency meeting. (See RDA Agenda)

Minute motion to reconvene the City Council Meeting

SUMMARY ACTION: [Page 61](#)

1. Change Order for Ivy Acres Park [Page 62](#)
2. Agreement Related to Vacation of a Portion of 1100 West Street [Page 68](#)
3. Interlocal Cooperation Agreement for Municipal Election Services [Page 80](#)
4. Resolution Adopting the 2025 Polling Locations and Vote Centers [Page 90](#)
5. Approval of Minutes 04.15.25 and 04.16.25 [Page 93 & 101](#)

GOVERNING BODY REPORTS:

- City Manager Report
- Mayor Anderson & City Council Reports

ADJOURN

CLOSED SESSION – Minute motion adjourning to closed session, for reasons permitted by law.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations due to a disability, please contact DeAnn Carlile, City recorder at 801-939-9206 at least 24 hours in advance of the meeting.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at Farmington City Hall, Farmington City website www.farmington.utah.gov and the Utah Public Notice website at www.utah.gov/pmn. Posted on May 2, 2025

CITY COUNCIL AGENDA



BUSINESS

AGENDA TITLE: Local Building Authority (LBA) creation

PRESENTED BY: Greg Davis, Finance Director

DEPARTMENT: Administration

MEETING DATE: May 6 2025

CITY COUNCIL STAFF REPORT FOR MAY 6, 2025

To: Mayor and City Council
From: Greg Davis
Date: May 2, 2025
Subject: **Local Building Authority (LBA) creation**

RECOMMENDATIONS

Consider creation of a Local Building Authority for Farmington City. Review Articles of Incorporation and Bylaws. Approve the resolution creating the LBA and approve the Articles of Incorporation. Consider approving the Bylaws following the May 20, 2025 council meeting.

BACKGROUND

This Local Building Authority (LBA) is the funding mechanism required for the city to issue lease revenue bonds. As the city has explored different financing options, the lease revenue bond option is currently the most advantageous for both pricing and credit for the city's long-term goals. The LBA is structured similar to the city where the city council and the mayor are the board and chair of the LBA. This board will make all decisions for bonding, similar to if the city council were making the decisions. Creation of an LBA doesn't require the city to issue bonds. This action is recommended at this point to position the city to bond when the time is advantageous and at the city's discretion.

Documents provided by bond counsel Gilmore & Bell, P.C.:

- Creation Resolution
- Articles of Incorporation (will need to provide signed and notarized to the State of Utah Division of Corporations to officially register the LBA)
- Bylaws

Respectfully submitted,



Greg Davis
Finance Director

Review and concur,



Chad Boshell
Assistant City Manager

Farmington, Utah

May 6, 2025

The City Council (the “Council”) of Farmington City, Utah (the “City”), met in regular session at 7:00 p.m. on May 6, 2025, with the following members present:

Brett Anderson	Mayor
Roger Child	Councilmember
Scott Isaacson	Councilmember
Melissa Layton	Councilmember
Alex Leeman	Councilmember
Amy Shumway	Councilmember

Also present:

Brigham Mellor	City Manager
DeAnn Carlile	City Recorder

Absent:

The meeting was duly called to order and the City Recorder presented to the Council a Certificate of Compliance with Open Meeting Law with respect to this May 6, 2025, meeting, a copy of which is attached hereto as Exhibit A.

The following resolution was then introduced in written form, was fully discussed, and adopted by the following vote:

AYE:

NAY:

The resolution was then signed by the Mayor in open meeting and recorded by the City Recorder in the official records of the City. The resolution is as follows:

RESOLUTION NO. _____

A RESOLUTION PROVIDING FOR THE CREATION OF A LOCAL BUILDING AUTHORITY BY FARMINGTON CITY, UTAH; AUTHORIZING OFFICIAL ACTION; PROVIDING AN EFFECTIVE DATE; AUTHORIZING INCIDENTAL ACTION; AND RELATED MATTERS.

WHEREAS, Farmington City, Utah (the “City”), is a body politic and political subdivision existing as such by virtue of the Constitution and laws of the State of Utah; and

WHEREAS, the City desires to create a building authority in the form of a nonprofit corporation (the “Authority”), under the Local Building Authority Act, Title 17D, Chapter 2, Utah Code Annotated 1953, as amended (the “Act”) for the purpose of acquiring, improving, or extending one or more projects, as defined in the Act, and to finance their costs on behalf of the City in accordance with the procedures and subject to limitations of the Act in order to accomplish the public purposes for which the City exists; and

WHEREAS, it is in the best interests of the citizens of the City that the creation of the Authority be authorized in the manner and for the purposes hereinafter set forth; and

WHEREAS, it is necessary to authorize the establishment of the Authority under and in compliance with the laws of the State of Utah and to authorize other actions in connection therewith.

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

1. All action heretofore taken (not inconsistent with the provisions of this Resolution) by the Council and by other officers of the City directed toward the creation and establishment of the Authority are hereby ratified, approved and confirmed.

2. It is hereby found and determined by the Council that the creation of the Authority as a nonprofit corporation under the provisions of the Utah Revised Nonprofit Corporation Act, Title 16, Chapter 6a, Utah Code Annotated 1953, as amended and under the Act is appropriate to the general welfare, order and security of the City and is in the best interests of the citizens of the City, and the organization of the Authority pursuant to the Act is hereby approved.

3. The Articles of Incorporation and the Bylaws of the Authority in the form presented to this meeting and attached hereto as Exhibits B and C, respectively, are hereby authorized and approved and the Council is hereby authorized and directed to (i) execute and file Articles of Incorporation in substantially the form attached as Exhibit B, (ii) hold an organizational meeting for such corporation, (iii) adopt bylaws in substantially the form attached as Exhibit C, (iv) elect officers for such corporation, and (v) take all other action necessary and appropriate to properly organize said corporation under the laws of the State of Utah.

4. The governing board of the Authority shall at all times be comprised of the members of the Council of the City.

5. The appropriate officers of the City are hereby authorized and directed to take all other action necessary or appropriate to effectuate the provisions of this Resolution.

6. If any section, paragraph, clause, or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

7. All acts, orders, and resolutions, and parts thereof in conflict with this Resolution be, and the same are hereby, rescinded.

8. This Resolution shall become effective immediately after the adoption thereof.

PASSED AND ADOPTED by the City Council of Farmington City, Utah, this May 6, 2025.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

After the conduct of other business not pertinent to the foregoing, the meeting was on motion duly made and seconded, adjourned.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

I, DeAnn Carlile, the undersigned duly qualified and acting City Recorder of Farmington City, Utah (the “City”), do hereby certify as follows:

(a) That the foregoing typewritten pages constitute a full, true and correct copy of the record of proceedings of the City Council taken at a meeting thereof held on May 6, 2025, commencing at the hour of 7:00 p.m. insofar as said proceedings relate to the consideration and adoption of a resolution authorizing the creation of a building authority; that I personally attended said meeting, and that the proceedings were in fact held as in said minutes specified.

(b) That due, legal and timely notice of said meeting was served upon all members as required by law and the rules and ordinances of the City.

(c) That the above resolution was deposited in my office on May 6, 2025, has been recorded by me, and is a part of the permanent records of the City.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature and affixed the seal of the City this May 6, 2025.

(SEAL)

By: _____
City Recorder

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, DeAnn Carlile, the undersigned City Recorder of Farmington City, Utah (the “City”), do hereby certify, according to the records of the City Council of the City (the “Council”) in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 52-4-202, Utah Code Annotated, 1953, as amended, I gave not less than twenty-four (24) hours public notice of the agenda, date, time and place of the May 6, 2025 public meeting held by the Council as follows:

(a) By causing a Notice, in the form attached hereto as Schedule 1, to be posted at the City’s principal offices, at least twenty-four (24) hours prior to the convening of the meeting, said Notice having continuously remained so posted and available for public inspection until the completion of the meeting; and

(b) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted to the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting; and

(c) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted on the City’s official website at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2025 Annual Meeting Schedule for the City Council (attached hereto as Schedule 2) was given specifying the date, time and place of the regular meetings of the City Council to be held during the year, by causing said Notice to be posted at least annually (a) on the Utah Public Notice Website created under Section 63A-16-601, Utah Code Annotated 1953, as amended, (b) on the City’s official website and (c) in a public location within the City that is reasonably likely to be seen by residents of the City.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this May 6, 2025.

By: _____
City Recorder

(SEAL)

SCHEDULE 1

NOTICE OF MEETING

SCHEDULE 2

NOTICE OF ANNUAL MEETING SCHEDULE

EXHIBIT B

ARTICLES OF INCORPORATION

EXHIBIT C

BYLAWS

ARTICLES OF INCORPORATION
OF
THE LOCAL BUILDING AUTHORITY
OF
FARMINGTON CITY, UTAH

We, the undersigned citizens of the State of Utah and of the United States as appointed officials of Farmington City, Utah (the “City”), have associated ourselves together with the purpose of incorporating as a nonprofit corporation under the Utah Revised Nonprofit Corporation Act, Title 16, Chapter 6a, Utah Code Annotated 1953, as amended, the Local Building Authority Act, Title 17D, Chapter 2, Utah Code Annotated 1953, as amended (collectively the “Acts”), and the Constitution and other laws of the State of Utah, and do hereby execute, adopt and acknowledge in duplicate originals the following Articles of Incorporation:

ARTICLE I

NAME OF CORPORATION

The name of the corporation created hereunder shall be the “Local Building Authority of Farmington City, Utah” (the “Authority”).

ARTICLE II

PLACE OF BUSINESS

The principal place of business of the Authority shall be located in Farmington, Utah, and the initial principal office of the Authority shall be located at 160 South Main, Farmington, Utah, 84025.

ARTICLE III

PERIOD OF DURATION

The Authority is hereby declared to have a perpetual duration unless dissolved as provided in accordance with Article X hereof.

ARTICLE IV

OBJECTS, PURPOSES AND POWERS

The objects and purposes for which the Authority is founded and incorporated are to construct, acquire, improve, or extend one or more projects and to finance their costs on behalf of the City in accordance with the procedures and subject to the limitations of the Local Building

Authority Act, Title 17D, Chapter 2, Utah Code Annotated 1953, as amended, in order to accomplish the public purposes for which the City exists.

In furtherance thereof, the Authority shall have all of the powers set forth in the Acts and the Constitution and other laws of the State of Utah. The Authority shall not, however, undertake any of the activities set forth in the preceding paragraph without prior authorization therefor by the governing body of the City.

The purpose and essence of the Authority shall be purely civic, benevolent, charitable, and philanthropic. The Authority shall not possess or exercise any power or authority either expressly, by interpretation, or by operation of law that would prevent it at any time from qualifying and continuing to qualify as a corporation described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, nor shall it engage directly or indirectly in any activity which would cause the loss of such qualification. It is hereby expressly declared that this Authority has been organized not for gain, and that no loans, dividends, or other distributions, except for the payment of reasonable compensation for services rendered or reimbursement for reasonable expenses, shall ever be declared or paid to any of its trustees or officers.

The Authority shall have no shareholders and shall not issue shares of stock and none of its property, real or personal, shall ever be used or expended except in carrying into effect the legitimate ends and aims of the Authority.

At no time shall the Authority engage in any activities which are unlawful under the laws of the United States of America, the State of Utah, or any other jurisdiction wherein it conducts its activities. No substantial part of the activities of the Authority shall include the carrying on of propaganda, or otherwise attempting to influence legislation and the Authority shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office.

ARTICLE V

GOVERNING BOARD

The initial membership of the Governing Board shall be comprised of six trustees. The names and addresses of the persons who are to serve as the initial members of the Governing Board of the Authority are:

<u>Name</u>	<u>Street Address</u>
Brett Anderson	160 South Main Farmington, Utah 84025
Roger Child	160 South Main Farmington, Utah 84025
Scott Isaacson	160 South Main Farmington, Utah 84025
Melissa Layton	160 South Main Farmington, Utah 84025

Alex Leeman

160 South Main
Farmington, Utah 84025

Amy Shumway

160 South Main
Farmington, Utah 84025

The Governing Board shall be comprised of all members of the City Council of the City (the "City Council") as may from time to time serve on such City Council and any change in the composition of the membership of the City Council shall automatically and without any action required hereunder operate to change the composition of the membership of the Governing Board. To the extent permitted by law, members of the Governing Board may be removed and replaced by the City Council at any time in its discretion.

ARTICLE VI

REGISTERED OFFICE; REGISTERED AGENT

The address of the initial registered office of the Authority shall be 160 South Main, Farmington, Utah 84025, and the name of the initial registered agent for the Authority at said address is _____, who by his signature accepts this appointment.

By: _____
Registered Agent

ARTICLE VII

DISPOSITION OF PROPERTY

The Governing Board of the Authority shall not sell, transfer, mortgage, convey, or otherwise dispose of all or any major part of the property and assets of the Authority, nor shall the Authority be dissolved, merged, or consolidated with any other corporation or other legal entity, except on an affirmative vote of a majority of the Governing Board and the approval of the City Council.

The City, having authorized and directed the creation of the Authority, shall at all times during the existence of the Authority have a beneficial interest in the Authority and its assets, properties, and moneys. Whenever notes, bonds, or other evidences of indebtedness issued by the Authority on behalf of the City are satisfied, discharged, and retired, title to all real and personal property financed with the proceeds of such notes, bonds, or other evidences of indebtedness shall be forthwith transferred to the City.

No part of the net earnings of the Authority shall inure to the benefit or be distributable to its trustees, officers, or other persons, except that the Authority shall be authorized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein.

ARTICLE VIII

BYLAWS

The Governing Board of the Authority shall have the power to make such prudent bylaws not inconsistent with the Constitution and laws of the State of Utah and these Articles of Incorporation as it may deem necessary or proper for the management of the business and affairs of the Authority; provided, however, that all bylaws and any amendments thereto must be approved by the City Council.

ARTICLE IX

AMENDMENTS

These Articles of Incorporation may be amended on approval of a majority vote of the Governing Board of the Authority and a majority vote of the City Council.

ARTICLE X

DISSOLUTION

Upon the dissolution of the Authority, and after paying or making provisions for the payment of all of its liabilities, the Authority shall convey any of its remaining assets to the City; provided, however, that the Authority may not be dissolved unless all outstanding bonds and other obligations of the Authority are paid in full as to principal, interest, and redemption premiums, if any, or unless provision for the payment of the same when due has been made.

ARTICLE XI

INCORPORATORS

The names and addresses of the incorporators of the Authority are:

<u>Name</u>	<u>Street Address</u>
Brett Anderson	160 South Main Farmington, Utah 84025
Roger Child	160 South Main Farmington, Utah 84025
Scott Isaacson	160 South Main Farmington, Utah 84025
Melissa Layton	160 South Main Farmington, Utah 84025
Alex Leeman	160 South Main Farmington, Utah 84025

Amy Shumway

160 South Main
Farmington, Utah 84025

ARTICLE XII

LIABILITIES FOR DEBTS

The members of the Governing Board and officers of the Authority shall not be personally liable for the debts or any other obligations of the Authority.

DATED this _____, 2025.

(Incorporator)

(Incorporator)

(Incorporator)

(Incorporator)

(Incorporator)

(Incorporator)

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

The foregoing instrument was acknowledged before me this _____, 2025, by Brett Anderson, Roger Child, Scott Isaacson, Melissa Layton, Alex Leeman, and Amy Shumway.

NOTARY PUBLIC

(SEAL)

BYLAWS
OF
THE LOCAL BUILDING AUTHORITY
OF
FARMINGTON CITY, UTAH

ARTICLE I

OFFICES

The principal corporate office of the Local Building Authority of Farmington City, Utah (the “Authority”), shall be located at 160 South Main, Farmington, Utah.

ARTICLE II

PURPOSE

The objects and purposes for which the Authority is founded and incorporated are to construct, acquire, improve or extend one or more projects and to finance their costs on behalf of Farmington City, Utah (the “City”), in accordance with the procedures and subject to the limitations of the Local Building Authority Act, Title 17D, Chapter 2, Utah Code Annotated 1953, as amended (the “Act”), in order to accomplish the purposes for which the City exists.

In furtherance thereof, the Authority shall have all of the powers set forth in the Act and the Constitution and other laws of the State of Utah. The Authority shall not, however, undertake any of the activities set forth in the preceding paragraph without prior authorization therefor by the City Council of the City (the “City Council”).

The purpose and essence of the Authority shall be purely civic, benevolent, charitable, and philanthropic. The Authority shall not possess or exercise any power or authority either expressly, by interpretation, or by operation of law that would prevent it at any time from qualifying and continuing to qualify as a corporation described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, nor shall it engage directly or indirectly in any activity which would cause the loss of such qualification. It is hereby expressly declared that this Authority has been organized not for gain, and that no loans, dividends, or other distributions shall ever be declared or paid to any of its trustees or officers. The Authority shall have no shareholders and shall not issue shares of stock and none of its property, real or personal, shall ever be used or expended except in carrying into effect the legitimate ends and aims of the Authority.

At no time shall the Authority engage in any activities which are unlawful under the laws of the United States of America, the State of Utah, or any other jurisdiction wherein it conducts its activities. No substantial part of the activities of the Authority shall include the carrying on of

propaganda, or otherwise attempting to influence legislation and the Authority shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office.

ARTICLE III

GOVERNING BOARD

Section 1. General Powers. The affairs of the Authority shall be managed by a governing board (the “Governing Board”).

Section 2. Number, Tenure, and Qualifications. The number of trustees shall be six and shall consist of the members of the City Council as may from time to time serve on such City Council, and any change in the composition of the membership of the City Council shall automatically and without any action required hereunder operate to change the composition of the membership of the Governing Board. The initial trustees are designated in the Articles of Incorporation, and each shall serve as a member of the Governing Board for a term of four years or until his/her death, incapacity, resignation, or removal from such office or, if applicable, until such officer shall cease to be a member Council. Whenever a member of the Governing Board shall cease to be a member Council, his/her successor shall, upon his/her election and qualification for office, thereupon become a member of the Governing Board. To the extent permitted by law, members of the Governing Board may be removed and replaced by the City Council at any time in its discretion.

Section 3. Regular Meetings. Regular meetings of the Governing Board shall be held in compliance with the laws of the State of Utah relating to open and public meetings, Title 52, Chapter 4, Utah Code Annotated 1953, as amended (the “Open and Public Meetings Act”), at such times and places as the Governing Board may by resolution designate.

Section 4. Special Meetings. Special meetings of the Governing Board may be called by or at the request of the Chair/President of the Governing Board (the “Chair/President”) or any two trustees and shall be held in compliance with the Open and Public Meetings Act, at the principal office of the Authority or at such other place as the Chair/President may determine.

Section 5. Notice. Public notice of all meetings of the Governing Board shall be given in accordance with the Open and Public Meetings Act. Notice to the trustees of any regular meeting of the Governing Board shall be deemed given upon the enactment of the resolution scheduling such meeting. Notice to the trustees of any special meeting of the Governing Board shall be given at least twenty-four (24) hours previously thereto by written notice delivered personally.

Section 6. Quorum. A majority of the then current membership of the Governing Board shall constitute a quorum for the transaction of business at any meeting of the Governing Board; but if fewer than a majority of the trustees of the Governing Board are present at any meeting, a majority of the trustees present may adjourn the meeting from time to time without further notice.

Section 7. Governing Board Decisions. The act of a majority of the trustees present at a meeting at which a quorum is present shall be the act of the Governing Board, unless the act of a greater number is required by law or by these bylaws (the “Bylaws”).

Section 8. Compensation. Trustees as such shall not receive any compensation for their services, but by resolution of the Governing Board, expenses of attendance, if any, may be allowed for attendance at any regular or special meeting of the Governing Board. Nothing herein contained shall be construed to preclude any trustee from serving the Authority in any other capacity and receiving compensation therefor.

ARTICLE IV

OFFICERS

Section 1. Officers. The officers of the Authority shall be a Chair of the Governing Board, who shall also serve as President of the Authority (the “Chair/President”), a Vice President, a Secretary-Treasurer, and such other officers as may be elected in accordance with the provisions of this Article. Any two or more offices may be held by the same person, except the offices of Chair/President and Secretary-Treasurer. Upon their election by the Governing Board or other qualification for office, each officer shall serve a term of four years or until his/her death, incapacity, resignation, or removal from such office or, if applicable, until such officer shall cease to be a member of the City Council.

Section 2. Election. The officers of the Authority shall be elected by the Governing Board. New offices may be created and filled at any meeting of the Governing Board.

Section 3. Removal. Any officer elected or appointed by the Governing Board may be removed by the Governing Board whenever in its judgment the best interests of the Authority would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer so removed.

Section 4. Vacancies. A vacancy in any office because of death, resignation, disqualification, or otherwise, may be temporarily filled by another member of the Governing Board for the unexpired portion of the term.

Section 5. Powers and Duties. The several officers shall have such powers and shall perform such duties as may from time to time be specified in resolutions or other directives of the Governing Board. In the absence of such specifications, each officer shall have the powers and authority and shall perform and discharge the duties of officers of the same title serving in nonprofit corporations having the same or similar general purposes and objectives as this Authority. The powers and the duties of the Chair/President of the Governing Board shall be to make application and implementation of policies and procedures for the day-to-day operation of the Authority and for the operation and administration of any real or personal property owned or controlled by the Authority. The Chair/President of the Governing Board shall also implement the policies as adopted by the Governing Board; and provide a liaison between the Authority and the City Council and citizens of the City. In the absence of the Chair/President, the Vice President is hereby authorized by these bylaws to act in his place.

ARTICLE V

COMMITTEES

The Governing Board, in its discretion, may constitute and appoint committees to assist in the supervision, management, and control of the affairs of the Authority with responsibilities and powers appropriate to the nature of the several committees and as provided by the Governing Board in the resolution of appointment or in subsequent resolutions and directives. Each committee so constituted and appointed by the Governing Board shall serve at the pleasure of the Governing Board. In addition to such obligations and functions as may be expressly provided by the Governing Board, each committee constituted pursuant to these Bylaws and appointed by the Governing Board shall from time to time report to and advise the Governing Board on corporate affairs within its particular area of responsibility and interest. The Governing Board may provide by general resolution applicable to all such committees for the organization and conduct of the business of the committees. Such committees as provided in this section of these Bylaws shall not have nor exercise the authority of the Governing Board in the management of the Authority. Any member of such committee may be removed by the Governing Board whenever in its judgment the best interests of the Authority shall be served by such removal.

ARTICLE VI

CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Section 1. Contracts. The Governing Board may authorize any officer or officers, agent, or agents of the Authority to enter into any contract, to execute and deliver any instrument in the name of and on behalf of the Authority and such authority may be general or may be confined to specific instances.

Section 2. Checks, Drafts, or Orders. All checks, drafts, orders for payment of money, notes, or other evidences of indebtedness issued in the name of the Authority shall be signed by such officer or officers, agent, or agents of the Authority, and in such manner as shall from time to time be determined by resolution of the Governing Board. In the absence of such determination by the Governing Board, such instruments shall be signed by the Chair/President or Vice President and countersigned by the Secretary-Treasurer of the Authority.

Section 3. Deposits. All funds of the Authority shall be deposited from time to time to the credit of the Authority in such banks, trust companies, or other depositaries as the Governing Board may select.

Section 4. Gifts. The Governing Board may accept on behalf of the Authority any contribution, gift, bequest, or devise for any purpose of the Authority.

ARTICLE VII

BOOKS AND RECORDS

The Authority shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Governing Board and committees.

ARTICLE VIII

SEAL

The corporate seal for the Authority shall be circular in shape with the words “Local Building Authority Seal” at the top and the words “Farmington City” at the bottom located on the perimeter of the seal.

ARTICLE IX

WAIVER OF NOTICE

Whenever a notice is required to be given to a member of the Governing Board under the provisions of the statutes of the State of Utah or under the provisions of these Bylaws of the Authority or under the Articles of Incorporation of this Authority, a waiver thereof in writing by each trustee entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE X

MANNER OF OPERATION

Section 1. Operation to be for the Public Good. The Authority shall at all times conduct its operations in a manner consistent with the best interests of the City and the citizens thereof. It is hereby declared that the Authority, having been created pursuant to a resolution duly and regularly adopted by the City Council shall at all times act with the approval of the City Council given by means of a resolution, ordinance, or other official approval of such body.

Section 2. Compliance with Other Requirements of Law. The Authority has been created under and pursuant to the Act and the Utah Revised Nonprofit Corporation Act, Title 16, Chapter 6a, Utah Code Annotated 1953, as amended, and shall operate in strict accordance therewith. The officers of the Authority shall at all times do such things as are required of corporations created under such acts and as may be necessary and proper to preserve and protect the existence of the Authority thereunder.

Section 3. Compliance with Certain Federal Income Tax Revisions. The Authority has been created with the intent that it would qualify as a corporation described under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, as well as under any similar provision

of the Internal Revenue Code subsequently enacted. Accordingly, the Authority shall undertake no action which would result in the Authority failing to qualify as a corporation described under said Section of the Internal Revenue Code subsequently enacted.

The undersigned, being the Secretary-Treasurer of the Authority, does hereby certify that the foregoing Bylaws have been duly adopted as Bylaws of the Authority and are the full and complete Bylaws of the Authority as of this date.

DATED at Farmington, Utah, this _____, 2025.

By: _____
Secretary-Treasurer

CITY COUNCIL AGENDA



BUSINESS

AGENDA TITLE: Adoption of FY 2026 Tentative Municipal Budget

PRESENTED BY: Greg Davis, Finance Director

DEPARTMENT: Administration

MEETING DATE: May 6 2025

CITY COUNCIL STAFF REPORT FOR MAY 6, 2025

To: Mayor and City Council
From: Greg Davis
Date: May 2, 2025
Subject: **New fiscal year FY2025-26 Municipal Budget and RDA Budget**

RECOMMENDATIONS

1. Review the recommended FY26 municipal and RDA budgets
2. Hold a public hearing on June 17, 2025 for the FY26 municipal and RDA budgets
3. Consider and approve resolutions to adopt the *tentative* FY26 municipal and RDA budgets

BACKGROUND

Please refer to the attached schedules:

- Calendar for budgeting FY26
- Highlights of major items
- Fund listing with FY26 recommended budgets
- Key Changes by Fund, showing changes from the current year FY25's original adopted budget to the new year FY26's budget, as recommended
- Key Changes by General Fund Departments
- Staffing document

Respectfully submitted,



Greg Davis
Finance Director

Review and concur,



Chad Boshell
Assistant City Manager

BUDGETING FOR FY26

January 2025	February 2025	March 2025	April 2025	May 2025	June 2025
<div>Budget Season Planning w/ Budget Committee</div> <div>Work on: Revenue projections Market comparisons Impact fee analysis Debt Fleet replacement funding Road projects Waterworth models</div> <div>Jan 20 (Mon) - 24 (Fri) Individual dept kickoff mtgs with Finance</div>		<div>Mar 4 (Tue) Budget requests reviewed by Finance Team</div> <div>Mar 17 (Mon) Budget committee meetings w/ department directors and teams</div> <div>Mar 24 (Mon) Budget committee meetings to balance (two week period)</div>	<div>Apr 7 (Mon) Budget committee meeting(s) with Mayor, prelim decisions</div> <div>Apr 16 (Wed) ULCT days start</div> <div>Apr 21 (Mon) Budget committee meetings w/ Mayor and department directors to tell of decisions</div> <div>Apr 28 (Mon) Budget documents prepared</div>	<div>May 2 (Fri) Recommended budget transmitted</div>	
				May 6 Council Meeting	June 3 Council Meeting
				Work session (5pm start): - Dept presentations Regular Session: - Presentation of recommended budget and adoption as the 'tentative' budget	Work session (start time TBD): - Council deliberations
				May 20 Council Meeting Work session (5pm start): - Dept presentations	June 17 Council Meeting Work session (start time TBD): - Council deliberations Regular Session: For Municipality and RDA: Public hearings and adoption of 1. Budgets 2. Consolidated Fee Schedule (CFS) 3. Certified Tax Rate for Property Tax 4. Compensation increases for elective and statutory officers

HIGHLIGHT OF MAJOR ITEMS

FY26 Recommended Budget

Sales Tax

For years Farmington experienced rapid growth in sales tax thanks in large part to the success of Station Park and population growth. Between FY20 and FY22 sales tax increased nearly \$1m each year. However, in FY23 and FY24 that growth slowed to \$283,000 and \$182,000 respectively. So far, the FY25 cumulative change over the prior year is a reduction of 0.5% and the most recent months trending down.

Projected sales tax revenue for FY26 (\$7,450,000) represents a 2% decline on the projected total for FY25 (\$7,600,000). Administration is taking this conservative approach based on the trend in recent months and years and increased speculation of a potential downturn in the economy. Farmington has relied heavily on sales tax funding, with sales tax being its largest single revenue source for operations, representing roughly half of ongoing sources.

There is a lot to be optimistic about for the future sales tax potential of the City as North Station Park continues to develop and the County's Western Sports Park is nearing completion. It may take a few years for that growth to come to fruition.

No Property Tax Increase

The FY26 Recommended Budget does not include a property tax.

Staffing and Pay

- A 5% combination of cost-of-living increase and merit to all full-time employees and elected officials (excluding PD officers)
- PD step and grade adjustments – In lieu of the 5% shown above PD officers will get adjusted on the step and grade scale based on years of experience. Increases will vary by officer.
- Additional budget to address compression, market adjustments, and employee reclassifications
- Budget adjustments and allocations between funds have been updated to reflect current staffing and time spent in providing services to the city's various programs
- Total full-time employees increased from 112 to 113 with the addition of a new Street Maintenance Worker. This position is funded 100% with Class C road funds and will work primarily on concrete repairs and road maintenance. This position will help prevent the city from having to pay outside contractors to do small jobs

Balancing the General Fund - Ongoing Revenues versus Ongoing Expenses

The slowing of sales tax growth has put pressure on the General Fund's ability to cover ongoing expenses with ongoing revenues. Property tax increases in recent years are proving essential to the financial stability of the General Fund. This FY26 recommended budget includes several key elements which were implemented in order to balance the General Fund without a property tax increase.

- 1) **RAP Tax** – Up until FY25 RAP tax was largely committed to pay debt service on a \$3,500,000 bond for a portion of the 650 West Gymnasium and Park construction costs. That debt was paid off in FY25 making these funds uncommitted. The FY26 recommended budget includes a \$150,000 ongoing RAP tax transfer to the General Fund for ongoing recreation operations. There is also an additional \$500,000 one-time transfer to the General Fund for recreation-related capital projects. The General Fund heavily subsidizes the Recreation Fund and these RAP tax transfers ease that burden.
- 2) **Fund #20 Highway 89 RDA Property Tax** – Up until FY25 property tax increment received in this RDA was used to pay debt service on a \$1,139,000 bond for a portion of the 650 West Gymnasium and Park construction costs. That debt was paid off in FY25 allowing \$64,000 of additional property tax in the General Fund.
- 3) **Fund #22 Station Park RDA Property Tax** – This RDA area can now be closed allowing \$370,000 of additional property tax in the General Fund.
- 4) **Building Permits** – Anticipating \$485,000 of additional revenue in the General Fund due to timing of development projects. Building permits cannot be relied on as a sustainable ongoing revenue source. However, in FY26 these additional funds greatly help balance the General Fund.
- 5) **Payroll Allocations** – Administration reviewed how employee wages were being allocated across funds and updated them to be more accurate based on work performed. These changes resulted in about \$206,000 of Fire wages and \$65,000 of Public Works wages shifting out of the General Fund and into the Ambulance and Enterprise Funds.
- 6) **Overhead Allocations** – It is appropriate to allocate costs incurred to General Fund departments which support the operations of utility enterprise funds. In the past only Administration costs were being allocated and that has been expanded to include City Attorney and City Manager. The result is nearly \$130,000 of additional expenses shifting out of the General Fund and into the Enterprise Funds.

Utility Rate Increases

The FY26 budget includes an increase on all utilities. The proposed rate increases are necessary to ensure that ongoing revenues are sufficient to cover operating expenses. The rate increases will also aid the City in addressing proper maintenance and replacement of critical existing infrastructure.

Implementation of a green waste program is being considered for FY26. The FY26 Recommended Budget includes \$270,000 for the purchase of cans. A final decision has not been made and the details of this program will continue to be discussed with the council. The fees and additional expenses potentially related to this program will be incorporated into the budget through a budget amendment at later date. The following chart does not incorporate the fees associated with a potential green waste program.

FY25 vs FY26 Utility Fees (typical residential bill) - RECOMMENDED FY26

To cover inflationary impacts and infrastructure maintenance and replacement

	<u>FY25</u>	<u>FY26</u>	<u>\$ Change</u>	<u>% Change</u>
Water	24.40	26.40	2.00	8.2%
Sewer District *	38.70	41.70	3.00	7.8%
Garbage	19.00	20.50	1.50	7.9%
Recycling	3.60	3.90	0.30	8.3%
Storm Water	8.60	9.30	0.70	8.1%
Transportation	3.60	3.90	0.30	8.3%
Total	<u>97.90</u>	<u>105.70</u>	<u>7.80</u>	<u>8.0%</u>

* Increase assessed by Central Davis Sewer District

Note - Rates will vary by customer depending on number of cans, if in an area that requires pumping for sewer, etc.

FY26 RECOMMENDED BUDGET BY FUND AND TRANSACTION TYPE

Revenues and sources are shown as negatives (credits)

	REVENUE	TRANSFERS IN	SALE OF CAPITAL ASSETS	FINANCING SOURCES	EXPENSES	TRANSFERS OUT	NON-CASH EXPENSES	FUND BAL INCREASE (USE)
GENERAL FUND								
#10 GENERAL FUND	(17,781,427)	(720,000)	-	-	15,875,054	2,434,553	-	191,820
SPECIAL REVENUE (RDA) FUNDS								
#20 FARMINGTON RDA FUND	(3,600)	-	-	-	12,000	-	-	(8,400)
#22 FARMINGTON STATION PARK RDA	(22,100)	-	-	-	3,000	-	-	19,100
DEBT SERVICE FUNDS								
#30 RAP TAX BOND	(651,700)	-	-	-	-	650,000	-	1,700
#31 POLICE SALES TAX BOND 2009	-	-	-	-	-	-	-	-
#34 2007, 2009 BLDGS G.O. BOND	-	-	-	-	-	-	-	-
#35 2015 G.O. PARK BOND	(413,300)	-	-	-	411,000	40,000	-	(37,700)
CAPITAL IMPROVEMENT FUNDS								
#11 CLASS C ROAD FUND	(2,052,000)	-	-	-	1,734,642	-	-	317,358
#37 GOVT BUILDINGS IMPROV/OTHER	(443,362)	-	-	-	90,149	-	-	353,213
#38 CAPITAL STREET IMPROVEMENTS	(2,218,284)	(152,000)	-	-	943,000	-	-	1,427,284
#39 CAPITAL EQUIPMENT FUND	(16,500)	(450,000)	(32,500)	-	410,404	-	-	88,596
#40 REAL ESTATE PROP. ASSET FUND	(1,400)	-	(10,995,000)	-	-	-	-	10,996,400
#42 PARK IMPROVEMENT FUND	(1,759,840)	-	-	-	439,149	-	-	1,320,691
#43 CAPITAL FIRE FUND	(542,173)	-	-	-	-	-	-	542,173
PERMANENT FUND								
#48 CEMETERY PERPETUAL FUND	(14,200)	-	-	-	-	-	-	14,200
ENTERPRISE FUNDS								
#51 WATER FUND	(5,396,315)	-	(39,000)	-	10,963,432	-	-	(5,528,117)
#52 SEWER FUND	(3,966,700)	-	-	-	3,969,376	-	-	(2,676)
#53 GARBAGE FUND	(2,507,300)	-	-	-	2,471,839	-	-	35,461
#54 STORM WATER FUND	(2,183,874)	-	(35,000)	-	3,133,345	30,000	-	(944,471)
#55 AMBULANCE SERVICE	(972,852)	-	-	-	1,242,246	-	-	(269,394)
#56 TRANSPORTATION UTILITY FUND	(872,700)	-	-	-	931,000	-	-	(58,300)
#60,67 RECREATION FUNDS	(1,043,589)	(1,832,553)	-	-	2,864,115	-	-	12,027
Grand Total	(42,863,216)	(3,154,553)	(11,101,500)	-	45,493,750	3,154,553	-	8,470,966

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

	FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
GENERAL FUND (Fund #10)				
Revenue				
Ongoing revenue:				
Sales tax	7,775,000	7,450,000	(325,000)	-4.2%
Property taxes - Increase is due to estimated growth, not TNT	4,916,000	4,980,000	64,000	1.3%
Property taxes transferred from Station Park RDA Fund	-	370,000	370,000	
Property taxes transferred from US89 RDA Fund	-	64,000	64,000	
Energy Sales and Use Tax	1,700,000	1,640,000	(60,000)	-3.5%
Building permits	550,000	1,035,000	485,000	88.2%
Service contract with Fruit Heights for Fire/EMS response	315,000	347,287	32,287	10.2%
RAP tax transfer to General Fund for ongoing recreation operations	-	150,000	150,000	
Property lease revenue	125,680	124,000	(1,680)	-1.3%
Excavation permits	104,000	125,000	21,000	20.2%
Interest income	115,500	150,000	34,500	29.9%
Transfer from Storm Water Fund for storm basin maintenance	30,000	30,000	-	0.0%
Various ongoing revenues	1,226,105	1,360,920	134,815	11.0%
Total ongoing revenue	16,857,285	17,826,207	968,922	5.7%
One-time revenue:				
Transfer In from Debt Service Fund	4,040	-	(4,040)	-100.0%
Transfer In from GO 2015 bond fund (excess cash)	-	40,000	40,000	
Grants - Various for Police Department	-	15,342	15,342	
Dispatch E-911 reimbursement from Davis County	-	175,878	175,878	
RAP tax transfer to General Fund for capital improvements	-	500,000	500,000	
Total one-time revenue	4,040	731,220	727,180	17999.5%
Total Revenue	16,861,325	18,557,427	1,696,102	10.1%
Expenditures				
Payroll (wage and benefits for each item listed)	11,697,287	11,697,287	-	0.0%
Remove one-time		(3,000)		
Base-to-base payroll changes		(59,021)		
Payroll increases (reclasses, merit, COLA, market adj)		614,342		
Fire increased allocation to Ambulance Fund		(206,000)		
Public Works increased allocation to Enterprise Funds		(65,870)		
Other changes		54,900		
Total Payroll	11,697,287	12,032,638	335,351	2.9%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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GENERAL FUND (Fund #10) continued

Supplies and services	3,519,561	3,519,561	-	0.0%
Remove one-time from prior year		(217,698)		
General Fund OH cost allocations to enterprise funds increased		(129,800)		
Street light maintenance moved to Transportation Utility Fund		(105,000)		
Shuttle Service for Western Sports Park and Station Park removed		(94,980)		
IT support contract and equipment		144,262		
Sycamore Trees - Treatments for Improvement and Longevity		75,000		
Dispatch E-911 paid to Bountiful City (See corresponding reimb from Davis County)		175,878		
PD Evidence Room Upgrades		20,000		
Employee recognition and events		50,225		
Municipal election costs (every other year)		30,000		
IT support and cyber security enhancements (FY24 BA 1 Item U)		85,000		
Other One-time Changes		117,425		
Other Ongoing Changes		84,638		
Total Supplies and Services	3,519,561	3,754,511	234,950	6.7%
Capital Outlay				
Ongoing base budget	104,600	119,600	15,000	14.3%
Various one-time items	106,700	14,305	(92,395)	-86.6%
Total Capital Outlay	211,300	133,905	(77,395)	-36.6%
City Paid Grants and Contributions				
WFRC Project - South Davis Greenway Feasibility Study	-	10,000	10,000	
Total City Paid Grants and Contributions	-	10,000	10,000	
Transfers Out				
Transfer to Recreation Fund (#60) for ongoing base	1,465,027	1,543,855	78,828	5.4%
Transfer to Recreation Fund (#60) for ongoing requests	78,828	246,698	167,870	213.0%
Transfer to Recreation Fund (#60) for one-time requests	-	42,000	42,000	
Transfer to Capital Streets Fund (#38) for recurring costs	152,000	152,000	-	0.0%
Transfer to Capital Equipment Fund (#39) for ongoing	450,000	450,000	-	0.0%
Total Transfers Out	2,145,855	2,434,553	288,698	13.5%
Total Expenditures	17,574,003	18,365,607	791,604	4.5%
Net change to fund balance	(712,678)	191,820	904,498	-126.9%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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SPECIAL REVENUE - RDAs

#20 HIGHWAY 89 RDA FUND

Property taxes received - City portion (GF to receive FY26 and forward)	64,000	-	(64,000)	-100.0%
Property taxes received - other entities (debt paid off)	107,000	-	(107,000)	-100.0%
Interest income	3,600	3,600	-	0.0%
Total Revenue	174,600	3,600	(171,000)	-97.9%
Debt service (last payment in FY25)	179,603	-	(179,603)	-100.0%
Other expenditures	7,400	12,000	4,600	62.2%
Total Expenditures	187,003	12,000	(175,003)	-93.6%
Net change to fund balance	(12,403)	(8,400)	4,003	-32.3%

#22 STATION PARK RDA FUND

Property taxes received - City portion (GF to receive FY26 and forward)	370,000	-	(370,000)	-100.0%
Interest income	22,100	22,100	-	0.0%
Total Revenue	392,100	22,100	(370,000)	-94.4%
Administrative costs	15,000	3,000	(12,000)	-80.0%
Contribution to Western Sports Park	615,000	-	(615,000)	-100.0%
Transfer to Park Capital Improvement Fund for park construction	1,473,000	-	(1,473,000)	-100.0%
Total Expenditures	2,103,000	3,000	(2,100,000)	-99.9%
Net change to fund balance	(1,710,900)	19,100	1,730,000	-101.1%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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DEBT SERVICE FUNDS

#30 RAP TAX

RAP tax collections	700,000	650,000	(50,000)	-7.1%
Interest income	1,700	1,700	-	0.0%
Total Revenue	701,700	651,700	(50,000)	-7.1%
Transfer Out to the General Fund	-	650,000	650,000	
Bond payment and fees (through FY25), for 650 W. park and gym	384,380	-	(384,380)	-100.0%
Transfer to Park Capital Improvement Fund for park construction	452,000	-	(452,000)	-100.0%
Total Expenditures	836,380	650,000	(186,380)	-22.3%
Net change to fund balance	(134,680)	1,700	136,380	-101.3%

#31 POLICE SALES TAX BOND 2009 for Police Station

Interest income	-	-	-	
Transfer In from the General Fund	-	-	-	
Total Revenue	-	-	-	
Bond payment and fees, through FY24	-	-	-	
Transfer remaining cash balance to General Fund	4,040	-	(4,040)	-100.0%
Total Expenditures	4,040	-	(4,040)	-100.0%
Net change to fund balance	(4,040)	-	4,040	-100.0%

#35 2015 G.O. PARK BOND (\$6M original bonding for Gym)

Property taxes	410,000	411,000	1,000	0.2%
Other revenue including interest	2,300	2,300	-	0.0%
Total Revenue	412,300	413,300	1,000	0.2%
Bond payment and fees (through FY35)	410,000	411,000	1,000	0.2%
Transfer excess cash in fund to General Fund	-	40,000	40,000	
Total expenditures	410,000	451,000	41,000	10.0%
Net change to fund balance	2,300	(37,700)	(40,000)	-1739.1%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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CAPITAL IMPROVEMENT FUNDS

#11 Class C ROADS / LOCAL HWY (all restricted)

Class C funding from UDOT	1,000,000	1,290,000	290,000	29.0%
Local Transportation Sales Tax	800,000	722,000	(78,000)	-9.8%
Other revenue including interest	37,100	40,000	2,900	7.8%
Total Revenue	1,837,100	2,052,000	214,900	11.7%
Road improvements and surface maintenance	2,066,000	1,317,000	(749,000)	-36.3%
Road materials storage shed (not completed in FY25, BA in FY26)	965,500	-	(965,500)	-100.0%
Payroll - New position for concrete projects and repairs	-	102,642	102,642	
Supplies and Services	105,000	315,000	210,000	200.0%
Total Expenditures	3,136,500	1,734,642	(1,401,858)	-44.7%
Net change to fund balance	(1,299,400)	317,358	1,616,758	-124.4%

#37 GOVT BUILDINGS IMPROV/OTHER

Unrestricted Funds

Other revenue including interest	3,800	3,800	-	0.0%
Transfer In from the General Fund	-	-	-	
Total Revenue - unrestricted	3,800	3,800	-	0.0%
Capital - various one-time items	-	90,149	90,149	
Total Expenditures - unrestricted	-	90,149	90,149	
Net Change in Unrestricted Fund Balance	3,800	(86,349)	(90,149)	-2372.3%

Restricted Funds - Impact Fee Projects

Police impact fees	602,766	412,062	(190,704)	-31.6%
Other revenue including interest	27,500	27,500	-	0.0%
Bond Proceeds for PD portion of new fire station - will use FY26 BA	2,700,000	-	(2,700,000)	-100.0%
Total Revenue - restricted	3,330,266	439,562	(2,890,704)	-86.8%
Expenses - New Fire Station (PD substation) Construction - will use FY26 BA	2,700,000	-	(2,700,000)	-100.0%
Net change to restricted fund balance	630,266	439,562	(190,704)	-30.3%

Combined Restricted and Unrestricted

Total Revenue	3,334,066	443,362	(2,890,704)	-86.7%
Total Expenses	2,700,000	90,149	(2,609,851)	-96.7%
Net change to fund balance	634,066	353,213	(280,853)	-44.3%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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#38 CAPITAL STREET IMPROVEMENTS

Unrestricted Funds

Transfer In from the General Fund	152,000	152,000	-	0.0%
Other revenue including interest	94,200	94,200	-	0.0%
UDOT WDC betterment	-	350,000	350,000	
Miscellaneous revenue	14,000	14,000	-	0.0%
Total Revenue - unrestricted	260,200	610,200	350,000	134.5%
Capital projects	250,000	350,000	100,000	40.0%
UDOT WDC betterment projects	-	350,000	350,000	
Transfer to Park Capital Improvement Fund for park construction	270,000	-	(270,000)	-100.0%
Miscellaneous expenditures	166,000	173,000	7,000	4.2%
Debt service on street lights replacements in 2014 (through FY25)	13,345	-	(13,345)	-100.0%
Total Expenditures - unrestricted	699,345	873,000	173,655	24.8%
Net change to unrestricted fund balance	(439,145)	(262,800)	176,345	-40.2%

Restricted Funds - Impact Fee Projects

Impact fee revenue	1,497,000	1,760,084	263,084	17.6%
Other revenue including interest				
Total Revenue - restricted	1,497,000	1,760,084	263,084	17.6%
Transportation impact fee analysis and facilities plan	-	70,000	70,000	
Total Expenditures - restricted	-	70,000	70,000	
Net change to restricted fund balance	1,497,000	1,690,084	193,084	12.9%

Combined Restricted and Unrestricted

Total Revenue	1,757,200	2,370,284	613,084	34.9%
Total Expenses	699,345	943,000	243,655	34.8%
Net change to fund balance	1,057,855	1,427,284	369,429	34.9%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

#39 CAPITAL EQUIPMENT FUND

Transfer in from General Fund	450,000	450,000	-	0.0%
Sale of fixed assets	7,000	32,500	25,500	364.3%
Other revenue including interest	16,500	16,500	-	0.0%
Total Revenue	473,500	499,000	25,500	5.4%
Community Development vehicle replacements and outfitting	-	70,404	70,404	
Parks and Rec equipment and vehicle purchases	159,000	65,000	(94,000)	-59.1%
Police vehicle purchases and outfitting	225,000	275,000	50,000	22.2%
Public Works equipment and vehicle purchases	17,000	-	(17,000)	-100.0%
Total Expenditures	401,000	410,404	9,404	2.3%
Net change to fund balance	72,500	88,596	16,096	22.2%

#40 REAL ESTATE PROP. ASSET FUND

Sale of Real Estate - North Main parcel	-	10,000,000	10,000,000	
Sale of Real Estate - UDOT substation	-	995,000	995,000	
Other revenue including interest	1,400	1,400	-	0.0%
Total Revenue	1,400	10,996,400	10,995,000	785357.1%
Total Expenditures	-	-	-	
Net change to fund balance	1,400	10,996,400	10,995,000	785357.1%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

#42 PARK IMPROVEMENT FUND

Unrestricted Funds

	FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
Transfers in	2,195,000	-	(2,195,000)	-100.0%
Grant contributions - Farmington Creek Lower Trail	244,488	-	(244,488)	-100.0%
Farmstead - Transfer of Development Rights	-	350,000	350,000	
Revenue miscellaneous - Interest expense	(17,400)		17,400	-100.0%
Total Revenue - unrestricted	2,422,088	350,000	(2,072,088)	-85.5%
Park improvement projects	229,000	219,930	(9,070)	-4.0%
Irrigation telemetry	29,500	-	(29,500)	-100.0%
Construction of Farmington Creek Lower Trail	315,000	-	(315,000)	-100.0%
Construction of new park in west Farmington - will use FY26 BA	5,695,000	-	(5,695,000)	-100.0%
Pump Track Design	-	60,000	60,000	
Total Expenditures - unrestricted	6,268,500	279,930	(5,988,570)	-95.5%
Net change in unrestricted funds	(3,846,412)	70,070	3,916,482	-101.8%

Restricted Funds - Impact Fee Projects

Impact fee revenue	2,545,300	1,301,640	(1,243,660)	-48.9%
Interest earnings on impact fees	108,200	108,200	-	0.0%
Debt Proceeds - will use FY26 BA	1,180,000	-	(1,180,000)	-100.0%
Total Revenue - restricted	3,833,500	1,409,840	(2,423,660)	-63.2%
Construction of new park in west Farmington - bond proceeds - will use FY26 BA	1,180,000	-	(1,180,000)	-100.0%
Construction of new park in west Farmington - impact fees - will use FY26 BA	5,643,000	-	(5,643,000)	-100.0%
Debt service exp for 650 W. park (ends in FY26)	171,894	159,219	(12,675)	-7.4%
Total Expenditures - restricted	6,994,894	159,219	(6,835,675)	-97.7%
Net change in restricted funds	(3,161,394)	1,250,621	4,412,015	-139.6%

Combined Restricted and Unrestricted

Total Revenue	6,255,588	1,759,840	(4,495,748)	-71.9%
Total Expenses	13,263,394	439,149	(12,824,245)	-96.7%
Net change to fund balance	(7,007,806)	1,320,691	8,328,497	-118.8%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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#43 CAPITAL FIRE FUND

Fire facility and fire equipment impact fees	791,960	542,173	(249,787)	-31.5%
Interest on impact fees	25,800	-	(25,800)	-100.0%
Bond proceeds - will use FY26 BA	13,300,000	-	(13,300,000)	-100.0%
Total Revenue	14,117,760	542,173	(13,575,587)	-96.2%
Design of new fire station	-	-	-	
Construction of new fire station - will use FY26 BA	13,300,000	-	(13,300,000)	-100.0%
Debt service on ladder truck (through FY25)	28,488	-	(28,488)	-100.0%
Total Expenditures	13,328,488	-	(13,328,488)	-100.0%
Net change to fund balance	789,272	542,173	(247,099)	-31.3%

#48 CEMETERY PERPETUAL CARE FUND

Sale of burial rites	7,500	7,500	-	0.0%
Marker fees	4,000	4,000	-	0.0%
Other revenue including interest	2,700	2,700	-	0.0%
Total Revenue	14,200	14,200	-	0.0%
Total Expenditures	-	-	-	
Net change to fund balance	14,200	14,200	-	0.0%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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BUSINESS-TYPE FUNDS

#51 WATER FUND

Unrestricted Funds

Customer billings	3,108,510	3,263,000	154,490	5.0%
Increase in customer billings from rate increases	Included ^	261,000		
Water connection fees	45,000	45,000	-	0.0%
Water Meters for New Development - Connection Fee Revenue	-	75,000	75,000	
Miscellaneous revenue and interest income	100,500	100,500	-	0.0%
Sale of Fixed Assets	-	39,000	39,000	
Total Revenue - unrestricted	3,254,010	3,783,500	529,490	16.3%
Operating expenses				
Payroll base	1,302,263	1,316,263	14,000	1.1%
Payroll increases (reclasses, merit, COLA, market adj)	Included ^	65,485		
Payroll adjusted wage allocation from GF	-	(35,050)	(35,050)	
Supplies and services	1,109,700	1,194,900	85,200	7.7%
Total operating expenses	2,411,963	2,541,598	129,635	5.4%
Miscellaneous capital projects	274,000	312,000	38,000	13.9%
Misc. equipment purchases in FY25	195,000	-	(195,000)	-100.0%
Capital Outlay - C5 Booster - Replacement	-	40,000	40,000	
Capital Outlay - Pickup Truck Replacement	-	65,000	65,000	
Water Meters for New Development	-	75,000	75,000	
Capital Outlay - Pressure Reducing Valve (PRV) - Vault and Assembly	-	75,000	75,000	
Capital Outlay - Mini Excavator 305 - Purchase instead of rental	-	92,000	92,000	
Capital Outlay - 10 wheel dump w/wing (split w/ Storm Water Fund)	-	225,000	225,000	
Total capital outlay and projects	469,000	884,000	415,000	88.5%
Total Expenses - unrestricted	2,880,963	3,425,598	544,635	18.9%
Net budget of unrestricted funds	373,047	357,902	(15,145)	-4.1%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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#51 WATER FUND continued

Restricted Funds

Impact fees	1,507,000	1,530,215	23,215	1.5%
Interest earnings on Impact fees	121,600	121,600	-	0.0%
Total Revenues - restricted	1,628,600	1,651,815	23,215	1.4%

Major impact-fee construction projects - w/ bonding (rolled over from FY23)	7,000,000	7,000,000	-	0.0%
Debt service on \$7M water revenue bond	537,650	537,834	184	0.0%
Total Expenses - restricted	7,537,650	7,537,834	184	0.0%

Net budget of restricted funds	(5,909,050)	(5,886,019)	23,031	-0.4%
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Combined Restricted and Unrestricted

Total Revenue	4,882,610	5,435,315	552,705	11.3%
Total Expenses	10,418,613	10,963,432	544,819	5.2%
Net budget	(5,536,003)	(5,528,117)	7,886	-0.1%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25
#52 SEWER FUND

Sewer customer billings	3,573,000	3,672,000	99,000	2.8%
Increase in customer billings from rate increases	Included ^	294,000		
Miscellaneous revenue and interest income	700	700	-	0.0%
Total Revenue	3,573,700	3,966,700	393,000	11.0%
Billing collections submitted to Central Davis Sewer District (CDSD)	3,352,000	3,732,000	380,000	11.3%
Operating Expenses				
Payroll base	46,519	47,374	855	1.8%
Payroll increases (reclasses, merit, COLA, market adj)	Included ^	3,253		
Supplies and services	59,250	86,750	27,500	46.4%
Sewer concrete collars	100,000	100,000	-	0.0%
Total Expenses	3,557,769	3,969,376	411,607	11.6%
Net budget	15,931	(2,676)	(18,607)	-116.8%

#53 GARBAGE FUND

Customer billings for Garbage and Recycling Pickup Charges	2,204,395	2,308,800	104,405	4.7%
Increase in customer billings from rate increases	Included ^	185,000		
Customer billings for GREEN WASTE PROGRAM - will use FY26 BA	-	-	-	
Miscellaneous revenue and interest income	13,500	13,500	-	0.0%
Total Revenue	2,217,895	2,507,300	289,405	13.0%
Operating Expenses				
Payroll base (FY25 incl PT Green Waste Site mgr., not hired or incl in FY26)	190,296	174,508	(15,788)	-8.3%
Payroll increases (reclasses, merit, COLA, market adj)	Included ^	10,055		
Payroll adjusted wage allocation from GF		13,070		
Supplies and services	127,800	162,300	34,500	27.0%
Fees paid to waste collection hauler and WIWMD (dump)	1,762,156	1,762,156	-	0.0%
Capital Outlay - can purchases	79,750	79,750	-	0.0%
Capital Outlay - can purchases FOR GREEN WASTE PROGRAM	-	270,000	270,000	
Capital Outlay - Vac pit, green waste site (split w/ Storm Water Fund)	75,000	-	(75,000)	-100.0%
Capital Outlay - Swap loader (replacement)	315,000	-	(315,000)	-100.0%
Total Expenses	2,550,002	2,471,839	(78,163)	-3.1%
Net budget	(332,107)	35,461	367,568	-110.7%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

#54 STORM WATER FUND

Unrestricted Funds

Customer billings	1,060,500	1,086,600	26,100	2.5%
Increase in customer billings from rate increases	Included ^	87,000		
Sale of fixed assets - Replaced dump truck (split with water fund)	-	35,000	35,000	
Miscellaneous revenue and interest income	80,500	80,500	-	0.0%
Total Revenue - unrestricted	1,141,000	1,289,100	148,100	13.0%

Operating Expenses

Payroll - base	710,554	724,516	13,962	2.0%
Payroll increases (reclasses, merit, COLA, market adj)	Included ^	34,990		
Payroll adjusted wage allocation from GF	-	87,850	87,850	
Supplies and services	260,388	295,988	35,600	13.7%
Storm Water Master Plan - one-time	-	155,000	155,000	
Transfer to General Fund for storm basin maintenance	30,000	30,000	-	0.0%
Capital Outlay - Street Sweeper	-	415,000	415,000	
Capital Outlay - 10 wheel dump w/wing (split w/ Water Fund)	-	225,000	225,000	
Capital Outlay - Miscellaneous	110,000	110,000	-	0.0%
Capital Outlay - Vac pit, green waste site (split w/ Garbage Fund)	75,000	-	(75,000)	-100.0%
Total Expenses - unrestricted	1,185,942	2,078,345	892,403	75.2%

Net budget for unrestricted funds	(44,942)	(789,245)	(744,303)	1656.1%
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Restricted Funds

Impact fees	827,000	929,774	102,774	12.4%
Interest income on impact fees balance	-	-	-	
Total Revenue - restricted	827,000	929,774	102,774	12.4%

New park land purchase and construction	1,957,000	750,000	(1,207,000)	-61.7%
Storm Drain reimbursement for a development		250,000		
Storm Water Impact Fee Analysis (IFA) / IFFP		70,000		
Lagoon Drive and Main Street area improvements	100,000		(100,000)	-100.0%
Impact fee revenue refunds to developers under agreement	242,700		(242,700)	-100.0%
Davis County WSP Facility - 1100 West Storm Drain improvement	97,000		(97,000)	-100.0%
Other impact fee projects	15,000	15,000	-	0.0%
Total Expenses - restricted	2,411,700	1,085,000	(1,326,700)	-55.0%

Net budget of restricted funds	(1,584,700)	(155,226)	1,429,474	-90.2%
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Combined Restricted and Unrestricted

Total Revenue	1,968,000	2,218,874	250,874	12.7%
Total Expenses	3,597,642	3,163,345	(434,297)	-12.1%
Net budget	(1,629,642)	(944,471)	685,171	-42.0%

FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
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KEY CHANGES BY FUND - FY26 COMPARED TO FY25

#55 AMBULANCE FUND

	FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
Ambulance service charges	1,700,000	1,700,000	-	0.0%
Uncollectible accounts (was reflected as expense in FY24)	(850,000)	(850,000)	-	0.0%
Dispatch E-911 reimbursement from Davis County	-	117,252	117,252	
Miscellaneous revenue and interest income	5,600	5,600	-	0.0%
Total Revenue	855,600	972,852	117,252	13.7%
Operating Expenses				
Payroll - base	526,986	527,952	966	0.2%
Payroll increases (reclasses, merit, COLA, market adj)	Included ^	34,842		
Payroll adjusted wage allocation from GF	-	206,000	206,000	
Supplies and services	271,500	305,700	34,200	12.6%
Dispatch E-911 paid to Bountiful City (See corresponding reimb from Davis County)	-	117,252	117,252	
Increased allocations from GF	-	40,500	40,500	
Capital Outlay misc.	10,000	10,000	-	0.0%
Total Expenses	808,486	1,242,246	433,760	53.7%
Net budget	47,114	(269,394)	(316,508)	-671.8%

#56 TRANSPORTATION UTILITY FUND

Transportation utility fee	765,000	765,000	-	0.0%
Increase in customer billings from rate increases	Included ^	97,000		
Miscellaneous revenue and interest income	10,700	10,700	-	0.0%
Total Revenue	775,700	872,700	97,000	12.5%
Street light maintenance moved from GF Street Department	-	105,000	105,000	
Sidewalk and road projects	868,000	826,000	(42,000)	-4.8%
Total Expenses	868,000	931,000	63,000	7.3%
Net budget	(92,300)	(58,300)	34,000	-36.8%

KEY CHANGES BY FUND - FY26 COMPARED TO FY25

#60, 67 RECREATION FUNDS

	FY25 ADOPTED	FY26 RECOMMENDED	\$ Budget Change	% Change
Charges for services	1,004,289	1,010,289	6,000	0.6%
Donations, contributions, fundraisers	-	-	-	
Miscellaneous revenue and interest income	33,300	33,300	-	0.0%
Transfer from General Fund (#10) for ongoing base	1,465,027	1,543,855	78,828	5.4%
Transfer from General Fund (#10) for ongoing requests	78,828	246,698	167,870	213.0%
Transfer from General Fund (#10) for one-time items	-	42,000	42,000	
Total Revenue	2,581,444	2,876,142	294,698	11.4%
Operating Expenses				
Payroll - base	1,700,649	1,708,053	7,404	0.4%
Payroll increases (reclasses, merit, COLA, market adj)	Included ^	105,847		
Supplies and Services	958,115	1,019,315	61,200	6.4%
Capital outlay - various	44,100	30,900	(13,200)	-29.9%
Total Expenses	2,702,864	2,864,115	161,251	6.0%
Net budget	(121,420)	12,027	133,447	-109.9%

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
ADMINISTRATIVE DEPARTMENT	1,099,748				4.09
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		3,919			
Payroll increases (pay rates, reclasses, market adjustments)		35,260			
Ongoing - Non-Payroll					
GF Admin Overhead Allocation Out (10-440-800)		32,200			
VOIP Phone System, replacing unreliable land line system (10-440-346)		13,300			
IT Contract Increase from 50 to 60 hrs/month - (Excluding Police) (10-440-370)		12,322			
IT Contract Increase - Contractual Software Licensing Costs (10-440-382)		5,000			
Cyber Risk Insurance Premium Increase (10-440-419)		7,000			
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-440-237)		6,000			
Training/Travel - GFOA & UGFOA Conferences (10-440-230)		4,000			
Employee Appreciation - Reestablish Ongoing Budgets (10-440-236)		1,000			
Uniforms, PPE & clothing - Increase to match current costs (10-440-202)		900			
Books, Subscriptions & Memberships - Increase to match current costs (10-440-210)		550			
Bank & Online Service Fees - Decrease to match current costs (10-440-205)		(3,000)			
VOIP Phone System, replacing unreliable land line system (10-440-250)		(4,800)			
Budget amendment item affecting ongoing expenses					
IT support and cyber security enhancements (FY24 BA 1 Item U) (10-440-370)		85,000			
One-time					
Remove prior year one-time budget		(7,000)			
Municipal Elections - increase for election year (every other year) (10-440-350)		30,000			
IT Computer Replacements - Admin (10-440-490)		3,000			
Training/Travel - APTUS&C Conference (Chicago) (10-440-230)		2,500			
ADMINISTRATIVE DEPARTMENT Total		<u>227,151</u>	1,326,899	20.7%	<u>4.09</u>

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
BUILDINGS DEPARTMENT	731,948				1.80
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(13,226)			
Payroll increases (pay rates, reclasses, market adjustments)		11,198			
Ongoing - Non-Payroll					
Garage Doors (Fire) - Preventative maintenance service (10-610-330)		1,193			
Elevator maintenance at Community Center - Contractual Increase (10-610-335)		900			
Elevator maintenance at City Hall - Contractual Increase (10-610-300)		600			
Garage Doors (PW) - Preventative maintenance (10-610-310)		580			
Garage Doors (Police) - Preventative maintenance (10-610-331)		227			
One-time					
Remove prior year one-time budget		(132,498)			
Evidence Room Revamp/Upgrades (10-610-331)		20,000			
Roof Repair at Public Works Shop (10-610-510)		14,305			
PW Office Upgrades (10-610-310)		14,200			
HVAC Controller Programming at City Hall (10-610-300)		12,500			
Permanent/Holiday Lighting - receiver boxes (City Hall, Comm. Center, Pool) (10-610-600)		10,000			
Community Center chairs - Replace old padded chairs (10-610-335)		7,800			
Drone - Box for Truck (10-610-300)		5,500			
Wash Bay Floor resurface (10-610-310)		4,000			
Parking Pavement Maintenance - Police Station North Side (10-610-331)		3,500			
Fire Station Bay LED Lighting - Fixture Upgrade East Side (10-610-330)		2,630			
Electric Hose Reels for Fire Department (2 units) (10-610-330)		2,600			
Garage Doors (Police) - Remotes and receivers (10-610-331)		2,111			
Garage Doors (Fire) - New remote systems for obsolete doors (10-610-330)		1,900			
BUILDINGS DEPARTMENT Total		(29,980)	701,968	-4.1%	1.80

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
CITY ATTORNEY DEPARTMENT	693,342				1.84
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(37)			
Payroll increases (pay rates, reclasses, market adjustments)		15,550			
Ongoing - Non-Payroll					
Employee Appreciation - Reestablish Ongoing Budgets (10-490-236)		27,825			
Note: For holiday party gift cards - not budgeted prior to FY26					
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-490-237)		3,000			
Blomquist Hale - Move out of Employee Appreciation GL acct (10-490-236)		(2,500)			
Blomquist Hale - Move into Professional & Technical (10-490-370)		2,500			
Employee Assistance Program - Rate Increase (10-490-370)		900			
ID Badge Card Printer Maintenance Annual Contract (10-490-250)		700			
Personnel Manual management service - cost increase (10-490-382)		300			
Legal research service subscription - price increase (10-490-210)		120			
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-490-236)		(112,000)			
GF Attorney Overhead (OH) Allocation Out (10-490-800)		(135,800)			
One-time					
Out of State Conference (10-490-230)		2,000			
CITY ATTORNEY DEPARTMENT Total		(197,442)	495,900	-28.5%	1.84
CITY MANAGER AND ECONOMIC DEVELOPMENT DEPARTMENT	485,261				1.65
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		166			
Payroll increases (pay rates, reclasses, market adjustments)		14,116			
Ongoing - Non-Payroll					
Employee Appreciation - Reestablish Ongoing Budgets (10-460-236)		500			
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-460-237)		2,000			
Shuttle Service for Western Sports Park (WSP) and Station Park (10-460-370)		(94,980)			
GF City Mgr Overhead (OH) Allocation Out (10-460-800)		(26,200)			
CITY MANAGER AND ECONOMIC DEVELOPMENT DEPARTMENT Total		(104,398)	380,863	-21.5%	1.65

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
COMMUNITY DEVELOPMENT DEPARTMENT	1,400,230				7.10
INSPECTION PROGRAM					
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(5,814)			
Payroll increases (pay rates, reclasses, market adjustments)		20,816			
Ongoing - Non-Payroll					
Employee Appreciation - Reestablish Ongoing Budgets (10-560-236)		(100)			
Work Order Software - Annual increase for additional storage space (10-560-382)		1,000			
PLANNING AND ZONING PROGRAM					
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(859)			
Payroll increases (pay rates, reclasses, market adjustments)		33,932			
Ongoing - Non-Payroll					
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-500-237)		7,000			
Professional and Technical Budget - Increase for miscellaneous needs (10-500-370)		7,000			
Mapping Software Contractual Increase (10-500-382)		1,600			
Historic Preservation Program - Establish Separate GL (10-500-245)		1,500			
Employee Appreciation - Reestablish Ongoing Budgets (10-500-236)		1,400			
One-time					
IT Computer Replacements - Community Development (10-500-490)		5,000			
IT Computer Replacements - Museum (10-500-490)		1,000			
COMMUNITY DEVELOPMENT DEPARTMENT Total		<u>73,475</u>	1,473,705	5.2%	<u>7.10</u>

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
ENGINEERING DEPARTMENT	228,751				1.00
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(323)			
Payroll increases (pay rates, reclasses, market adjustments)		16,466			
Ongoing - Non-Payroll					
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-480-237)		4,000			
Employee Appreciation - Reestablish Ongoing Budgets (10-480-236)		1,200			
One-time					
IT Computer Replacements - Engineering (10-480-490)		1,000			
ENGINEERING DEPARTMENT Total		<u>22,343</u>	251,094	9.8%	<u>1.00</u>
FIRE DEPARTMENT	2,931,267				16.90
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(2,008)			
Payroll increases (pay rates, reclasses, market adjustments)		163,066			
Increasing payroll percentage allocated to Ambulance Fund		(206,000)			(1.30)
Ongoing - Non-Payroll					
Vehicle Maintenance - increase to current costs (10-530-505)		20,000			
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-530-237)		10,000			
Employee Appreciation - Reestablish Ongoing Budgets (10-530-236)		4,200			
Training/Travel (10-530-230)		1,000			
One-time					
Remove prior year one-time budget		(57,000)			
Dispatch - E911 money paid to Bountiful - 20% Fire (10-530-400) (see corresponding revenue/reimb to GF)		58,626			
IT Computer Replacements - Fire (10-530-490)		11,500			
FIRE DEPARTMENT TOTAL		<u>3,384</u>	2,934,651	0.1%	<u>15.60</u>

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
LEGISLATIVE DEPARTMENT	162,024				0.00
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(389)			
Payroll increases (pay rates, reclasses, market adjustments)		4,132			
Ongoing - Non-Payroll					
Employee Appreciation - Reestablish Ongoing Budgets (10-410-236)		(5,000)			
Youth City Council increase due to more attendance at Legislature day (10-410-530)		1,000			
One-time					
None					
LEGISLATIVE DEPARTMENT Total		(257)	161,767	-0.2%	0.00

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
PARKS & CEMETERY DEPARTMENT	1,458,239				8.10
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		32,655			
Payroll increases (pay rates, reclasses, market adjustments)		39,331			
Ongoing - Non-Payroll					
Turf Tank lease (10-640-540)		15,000			
New Park - Utilities Increase (10-640-347)		13,500			
New Park - Chemicals for Splash Pad (10-640-255)		10,000			
New Park - Supplies & Maintenance (10-640-250)		7,000			
New Park - Security cameras (10-640-540)		0			
Chemicals-supplies, treatments - price increases over the years (10-640-255)		10,000			
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-640-237)		7,000			
Trail Restroom Maintenance (Red Barn) (10-640-380)		6,000			
Training/Travel increase (10-640-230)		2,000			
Business meals increase (10-640-235)		1,000			
Employee Appreciation - Reestablish Ongoing Budgets (10-640-236)		1,000			
Garage Doors (Regional Park) - Preventative maintenance (10-640-250)		68			
One-time					
Remove prior year one-time budget		(36,900)			
Sycamore Trees - Treatments for Improvement and Longevity (10-640-255)		75,000			
IT Computer Replacements - Parks & Rec (10-640-490)		12,500			
Park Pavilions - 36 LED fixtures (10-640-490)		5,000			
Park Bathrooms - 15 LED fixtures (10-640-490)		3,500			
PARKS & CEMETERY DEPARTMENT Total		<u>203,654</u>	1,661,893	14.0%	<u>8.10</u>

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
POLICE DEPARTMENT	5,244,005				31.00
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		36,931			
Payroll increases (pay rates, reclasses, market adjustments)		290,351			
Ongoing - Non-Payroll					
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-520-237)		31,000			
IT Services (10-520-370)		21,940			
IT Services - Software Licenses (10-520-382)		24,000			
Public Safety Early Intervention System/FTO/Scheduling/Training (Note: Grant \$10,275 received in FY25) (10-520-382)		11,000			
Employee Appreciation - Reestablish Ongoing Budgets (10-520-236)		16,800			
Small Tools and Equipment - Ongoing Increase (10-520-490)		7,000			
Dispatch - Switch from County to Bountiful - 40% Police (10-520-400)		(15,000)			
One-time					
Remove prior year one-time budget		(94,000)			
Dispatch - E911 money paid to Bountiful - 40% Police (10-520-400) (see corresponding revenue/reimb to GF)		117,252			
IT Services - Hardware Replacement (10-520-490)		40,000			
Bullet-Proof Vests - Replacement of Expired Vests (10-520-490)		28,684			
Training (FBI Command College 2 SGT) (10-520-230)		5,000			
Rifle Replacement (10-520-490)		4,000			
POLICE DEPARTMENT Total		<u>524,958</u>	5,768,963	10.0%	<u>31.00</u>

KEY CHANGES TO GENERAL FUND DEPARTMENT EXPENDITURE BUDGETS

Department Title	FY25 Adopted	Changes FY25 to FY26	FY26 Recommended	Dept % Change	Full-time FTE as allocated
PUBLIC WORKS DEPARTMENT - STREETS PROGRAM	993,333				5.70
Ongoing - Payroll					
Payroll base-to-base adjustment, including reallocations between funds		(110,037)			(1.74)
Payroll increases (pay rates, reclasses, market adjustments)		25,025			
Increased pay allocations to Enterprise Funds		(65,870)			
Ongoing - Non-Payroll					
Vehicle Maint Materials & Supplies - increase to current costs (10-600-505)		15,000			
Wellness Reimbursement - Move from City Atty/HR into dept budgets (10-600-237)		10,500			
Software-Licenses-Maintenance - cost increases (10-600-382)		2,000			
Employee Appreciation - Reestablish Ongoing Budgets (10-600-236)		1,400			
Supplies & Maint for Equipment - decrease (10-600-250)		(10,000)			
Street lights maintenance - Move from GF to Transportation Utility Fund (10-600-275)		(30,000)			
Street lights maintenance - Move from GF to Transportation Utility Fund (10-600-270)		(75,000)			
One-time					
IT Computer Replacements - Public Works (10-600-490)		7,000			
PUBLIC WORKS DEPARTMENT - STREETS PROGRAM Total		(229,982)	763,351	-23.2%	3.96
TRANSFERS FROM GENERAL FUND	2,145,855				0.00
Ongoing					
Transfer from General Fund to Recreation Fund (10-660-992)		246,698			
One-time					
Transfer from General Fund to Recreation Fund (10-660-992)		42,000			
South Davis Greenway Feasibility Study - WFRC Funding \$170K, Farmington Match \$10K (10-670-750)		10,000			
TRANSFERS FROM GENERAL FUND Total		298,698	2,444,553	13.9%	0.00

FARMINGTON CITY CORPORATION

Full-time Employees By Function

Function	2025	2026	Change
General Government			
Finance and Administrative Services	6	6	-
Office of the City Attorney	3	3	-
Office of the City Manager	2	2	-
Community Development	7	7	-
Engineering	4	4	-
Public Safety			
Police			
Officers	29	29	-
Civilians	2	2	-
Fire			
Firefighters & Paramedics	19	19	-
Civilians	1	1	-
Parks & Recreation	18	18	-
Public Works			
Administration	2	2	-
Fleet Maintenance	2	2	-
Streets	10	11	1
Water	7	7	-
Total Employees	112	113	1

Street Maintenance Worker for concrete repairs - Class C funded

RESOLUTION NO. 2025-____

A RESOLUTION ADOPTING THE TENTATIVE MUNICIPAL BUDGET FOR FISCAL YEAR ENDING 6-30-26

WHEREAS, pursuant to State law, a tentative budget has been delivered to the Farmington City Council for consideration; and

WHEREAS, the attached budgets are hereby found to comport with sound principles of fiscal planning in light of the needs and resources of Farmington City Corporation;

BE IT ORDAINED BY THE CITY COUNCIL OF FARMINGTON CITY CORPORATION, STATE OF UTAH:

Section 1. FYE 6-30-26 Tentative Municipal Budget. The attached document entitled “Farmington City Recommended Municipal and RDA budgets – FY26” incorporated herein by reference, is hereby adopted.

Section 2. Setting a Public Hearing for final adoption. The Farmington City Council hereby directs staff to provide notice of a public hearing for June 17, 2025, after which the City Council will consider adoption of the final budget on said date.

Section 3. Miscellaneous Provisions.

- a. Severability. If any part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all provisions, clauses, and words of this Resolution shall be severable.
- b. Titles and Headings. The titles and headings of this Resolution form no part of the Resolution itself, have no binding or interpretative effect, and shall not alter the legal effect of any part of the Resolution for any reason.
- c. Effective Date. This Resolution shall be effective immediately upon posting.
- d. Non-codification. This Resolution shall be effective without codification.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF FARMINGTON CITY
CORPORATION, STATE OF UTAH, ON THIS 6th DAY OF MAY, 2025.**

FARMINGTON CITY

By: _____
Brett Andersen,
Mayor

ATTEST:

DeAnn Carlile, City Recorder

RESOLUTION NO. 2025-_____

A RESOLUTION ADOPTING THE TENTATIVE RDA BUDGET FOR FISCAL YEAR ENDING 6-30-26

WHEREAS, pursuant to State law, a tentative budget has been delivered to the Farmington City Council for consideration; and

WHEREAS, the attached budgets are hereby found to comport with sound principles of fiscal planning in light of the needs and resources of Farmington City Corporation;

BE IT ORDAINED BY THE CITY COUNCIL OF FARMINGTON CITY CORPORATION, STATE OF UTAH:

Section 1. FYE 6-30-26 Tentative RDA Budget. The attached document entitled “Farmington City Recommended Municipal and RDA budgets – FY26” incorporated herein by reference, is hereby adopted.

Section 2. Setting a Public Hearing for final adoption. The Farmington City Council hereby directs staff to provide notice of a public hearing for June 17, 2025, after which the City Council will consider adoption of the final budget on said date.

Section 3. Miscellaneous Provisions.

- a. Severability. If any part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all provisions, clauses, and words of this Resolution shall be severable.
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PASSED AND ADOPTED BY THE CITY COUNCIL OF FARMINGTON CITY CORPORATION, STATE OF UTAH, ON THIS 6th DAY OF MAY, 2025.

FARMINGTON CITY

By: _____
Brett Andersen,
Mayor

ATTEST:

DeAnn Carlile, City Recorder

CITY COUNCIL AGENDA



SUMMARY ACTION

1. Change Order for Ivy Acres Park
2. Agreement Related to Vacation of a Portion of 1100 West Street
3. Interlocal Cooperation Agreement for Municipal Election Services
4. Resolution Adopting the 2025 Polling Locations and Vote Centers
5. Approval of Minutes 04.15.25 and 04.16.25

CITY COUNCIL STAFF REPORT

To: Mayor and City Council
From: Chad Boshell, City Engineer
Date: May 6, 2025
Subject: **Change Order for Ivy Acres Park**

The Council is requested to review the change order to have the contractor install landscape medians abutting Ivy Acres Park, during park construction.

RECOMMENDATION(S)

Staff recommends that the Council authorize the change order.

If the item is pulled from the summary action agenda, then the following motion is appropriate: "I move that the council authorize the proposed change order which adds median landscaping into the scope of the Ivy Acres Park project."

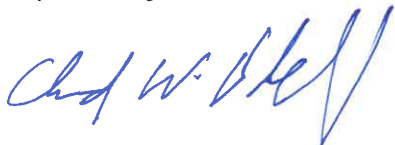
BACKGROUND

Normally, change orders are handled administratively by staff as projects proceed. Due to the size of this change order (\$723,119.10), staff felt it important to ensure the Council supported the change.

Budget for the medians has already been allocated, so no budget amendments will be required as a result of this change order.

If not installed at this time, the city will eventually be installing the landscape medians - likely as a stand-alone project - which would likely be significantly more expensive. Pulling them into the scope of the park project will allow us to take advantage of savings from mobilization and scale.

Respectfully submitted,



Chad Boshell
Assistant City Manager/City Engineer

Review and concur,



Brigham Mellor
City Manager



**Prime Contract Change Order
007**

PROJECT:

DATE: 4/18/2025

Ivy Acres Park Farmington
1397 W COOK LANE
FARMINGTON, UTAH 84025

The Contract is changed as follows: PCCO #007 - Median Landscaping

Median landscaping pricing along Innovator Drive and Burke Lane.

Current Contract Value: \$13,006,951.03

PCO #	Description	Value
008	CE #023 - Road Median Landscape	\$723,119.10
Total PCCO Costs:		\$723,119.10

Not valid until signed by the Owner, and General Contractor

New Total Contract Value: \$13,730,070.13

GENERAL CONTRACTOR:

SIRQ, Inc.
3900 N. Traverse Mtn Blvd., Suite 202
Lehi, Utah 84043

OWNER:

Farmington City
160 S Main
Farmington, Utah 84025

By: _____

Date: _____

By: _____

Date: _____



**Potential Change Order
008**

PROJECT:

DATE: 4/15/2025

Ivy Acres Park Farmington
1397 W COOK LANE
FARMINGTON, UTAH 84025

The Contract is changed as follows: CE #023 - Road Median Landscape

CE #023 - Farmington Road Median Landscaping

Subcontractor/Budget Code Description	Description	Value
Great Western Landscape, Inc./	Landscape	\$386,840.00
Great Western Landscape, Inc./	Topsoil Import	\$62,100.00
Great Western Landscape, Inc./	Lighting	\$92,530.00
Great Salt Lake Electric/	Power Connection	\$5,500.00
SIRQ, Inc./	Traffic Control	\$15,000.00
SIRQ, Inc./	Contingency	\$10,000.00
SIRQ, Inc./	Street Sweeping	\$5,000.00
Great Western Landscape, Inc./	Concrete Mowstrip	\$6,050.00
Great Western Landscape, Inc./	Excavation	\$16,600.00
Great Western Landscape, Inc./	Spoil Haul Off	\$82,500.00
Subtotal Costs:		\$682,120.00
Builders Risk (0.36%):		\$2,455.63
GL Insurance (0.73%):		\$4,997.40
P&P Bond (0.88%):		\$6,068.24
Profit (3.95%):		\$27,477.83
Total PCO Costs:		\$723,119.10

Not valid until signed by the Owner, and General Contractor

GENERAL CONTRACTOR:

SIRQ, Inc.
3900 N. Traverse Mtn Blvd., Suite 202
Lehi, Utah 84043

OWNER:

Farmington City
160 S Main
Farmington, Utah 84025

By: _____ Date: _____

By: _____ Date: _____



POWERING FORWARD

www.gslelectric.com

April 10, 2025

SIRQ Construction

Attn: Josh Chandler

Subject: Farmington Landscape Medians – Added Lighting

Dear Josh:

We have prepared pricing for the electrical work that has been requested at your building listed above. Please note the following scope of work:

Note:

- **Power to Controller: \$2,650.00**
- **Provision/Install of Controller: \$2,850.00**

- **Total: \$5,500.00**

If you have any questions, please call me at 801-380-7650 or email me at rhouser@gslelectric.com.

Respectfully,

Rykley Houser

UTAH

8540 South Sandy Pkwy, Sandy, UT 84070
TEL (801) 565-0088 • FAX (801) 565-0099
License #: 22-239995-5501

NEVADA

5100 Sobb Ave, Las Vegas, NV 89118
TEL (702) 364-5313 • FAX (702) 364-8348
License #: 0020499



3706 West 500 South
Salt Lake City, UT 84104
Phone: 801-978-2226
Fax: 801-978-2228

Date: March 26, 2025

To: Project Estimator

Proposal for: Farmington City Landscape Medians

Landscape planting and irrigation per: Sheets L100 thru L705.

\$ 386,840.00

Conditions:

- Receive landscape areas at final grade +/- 1/10th foot.
- Due to the highly volatile market with regards to PVC irrigation components, bid price is based on the ability to submit an application for payment for stored irrigation materials within 60 days of this proposal.
- Price includes using existing conduit and sleeves for irrigation control wire and irrigation laterals.
- Price includes installing a 6" depth of 2"-4" Southtown cobble.
- Power for irrigation controller to be by others.
- Includes thirty day establishment maintenance service.

Exclusions:

- Bonds, fees or permits.
- Clearing, grubbing, weeding, demolition or rough grading.
- Topsoil import, topsoil amending or topsoil spreading.
- Concrete or electrical work.
- Traffic control.
- Irrigation POC's; meters, vaults, audits, water costs, service or associated fees.
- Boring, cutting, patching or conduits through building or under pavement.
- Drainage, drain materials or drain features.
- Protection, maintenance or restoration of existing landscape or irrigation features.
- Export of topsoil and other material.

ALT – Import and place topsoil ADD \$ 62,100.00

- Receive landscape areas at sub-grade +/- 1/10th foot, includes import topsoil.

ALT – Landscape Lighting ADD \$ 92,530.00

- Price includes using existing conduit for the low voltage wire for landscape lighting.
- Power to lighting controller to be by others.

ALT – Concrete Mowstrip ADD \$ 6,050.00

- Price includes 160' of 12"x6" concrete mow strip.

ALT – Grub and prep islands ADD \$ 16,600.00

- Includes excavating down 18" to be able to install a 12" depth of topsoil and 6" depth of cobble rock.

ALT – Haul off spoils from island prep ADD \$ 82,500.00

- Includes hauling off 2,000 CY of spoils.

This proposal may be withdrawn by Great Western Landscape, if not accepted within thirty days and assumes mutually agreeable terms and conditions will be reached.



- Abel Lish

Authorized Signature

CITY COUNCIL STAFF REPORT

To: Mayor and City Council
From: Lyle Gibson – Assistant Community Development Director
Date: 5/6/2025
Subject: Agreement Related to Vacation of a Portion of 1100 West.

RECOMMENDED MOTION

Approve the agreement and participation in improvement costs for 1100 West Street.

Findings:

- 1. The agreement reflects a fair participation for improvements related to the subdivision of the property being covered by the Owner while improvements which are offsite and in addition to typical requirements are being funded by the city.**

BACKGROUND

The city previously approved a TDR and a lot split at approximately 500 South and 1100 West. This property had an existing home on site which has since been relocated onto a new foundation on the south portion of the property and with the TDR purchase a new lot is permitted on the north side of the property which has yet to start construction. The property owner has worked with staff to design improvements for this subdivision which include a narrowing of the road, and an enhanced pedestrian bike experience with a wider sidewalk section to be part of a recently identified trail opportunity along the west side of 1100 West which can connect from Farmington Creek to the West Davis Corridor Trail.

Staff has worked with the owner on the plans and the agreement previously. Before finalizing the improvements shortly after the school year, the agreement should be finalized confirming the city's participation.

Project Costs / Bids

Please see the breakdown below for costs of the project. MY Enterprises vs Nesi were the two bidders. Hawes is the excavator. Total project cost of the phase II City portion is \$41,453. Our phase is \$31,518 less the City's portion of \$2,364.81 which represents the extra three feet of side walk from 5 feet to 8 feet. Let me know if you have any questions. We plan to start next week.

Phase I - Look	Nesi	MY Enterprises	Hawes	Asphalt	Total
curb and gutter	\$25,500	\$24,190	\$4,500	\$2,828	\$31,518
City reimbursement of 3 feet of concrete sidewalk					\$2,364.81
Phase II - City	Nesi	MY Enterprises	Hawes		Total
curb and gutter	\$13,500	\$13,623	\$7,540	\$5,022	
Cox Landscaping					\$10,000
Road Painting					\$1,500
Contingency (10%)					\$3,768
Total Cost					\$41,453

Respectfully submitted,



Lyle Gibson

Assistant Community Development Director

Review and concur,



Brigham Mellor

City Manager

Supplemental Information

1. Aerial Imagery and Context
2. Agreement

Approved



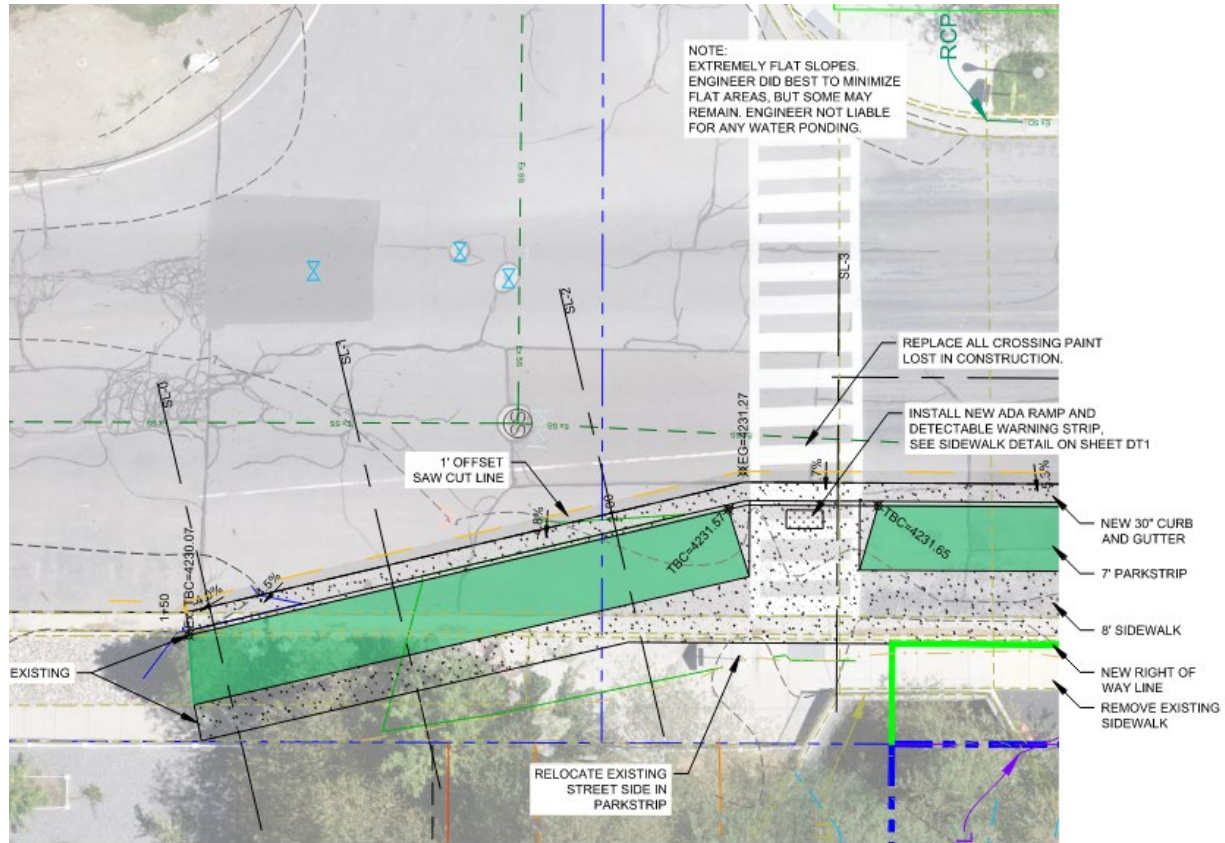
Previous Aerial



Current Aerial



Approved Design and Remaining Improvements



1100 WEST STREET
STA 1+00 TO 2+50

**Context / Trail Connections
(Farmington Creek) – (1100 W to West Davis Corridor Trail)**



AGREEMENT RELATED TO VACATION OF A PORTION OF 1100 WEST

THIS AGREEMENT (This “Agreement”) is made and entered into as of the ____ day of _____, 2025 by and between FARMINGTON CITY, a Utah municipal corporation, hereinafter referred to as the “City,” and MARYNN & SPENCER LOOCK, hereinafter referred to, collectively with its assignees, as “Owner.”

RECITALS

WHEREAS, Owner seeks to have a portion of 1100 West vacated where it abuts the Owner’s property to aid in the development and improvement of Owner’s property, located at 496 South 1100 West, Farmington, Utah; and

WHEREAS, the City Council approved the partial right-of-way vacation, conditioned upon establishing the terms of this agreement; and

WHEREAS, Owner and the City have agreed to the construction of certain improvements along 1100 West Street, as provided in this Agreement,

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Owner hereby agree as follows:

1. Incorporation of Recitals. The above Recitals are hereby incorporated into this Agreement.
2. Partial Vacation. A portion of 1100 West shall be vacated by the City after execution of this Agreement, as provided in a legal description and visual depiction of vacation, which are attached as “Exhibit A” and incorporated by this reference.
3. General Description of Improvements. The improvements abutting 1100 West (the “Improvements”) include the following:
 - a. Eight-foot (8’) wide concrete sidewalk;
 - b. Seven-foot (7’) parkstrip;
 - c. Relocation of storm water inlet to curb; and
 - d. Adjustment of existing improvements throughout abutting area.

The Improvements are depicted in “Exhibit B” and incorporated by this reference.

4. Design of Improvements. The Owner shall be responsible to obtain the design of all Improvements and the generation of the legal description of the area to be vacated, and all expenses related to those designs and survey work. All drawings and survey work are subject to reasonable acceptance by the City before work may be commenced.
5. Cost-sharing of Certain Improvements. Where the sidewalk abuts Owner’s property, the Owner shall be responsible for 62.5% of costs necessary to install the sidewalk. The City shall be responsible for 37.5% of costs necessary to install the sidewalk.
6. City Solely Responsible for Certain Improvements. In areas where the Improvements do not abut Owner’s property, the City is wholly responsible for the costs of installation of sidewalk, curb or other improvements. The area subject to the City’s sole responsibility is indicated on the depictions of Improvements (Exhibit B). All costs related to changes, installation and/or improvements to sidewalk, curb and gutter, street, and infrastructure North of Line of delineation in Exhibit B shall be Solely the responsibility of Farmington City.
7. Contractor Selection. The Owner may select a contractor to complete the Improvements, subject to City approval, which shall not be unreasonably withheld. The Contractor must be licensed in

the State of Utah to do the work necessary to install the Improvements. The City's approval shall be sought by Owner sending a bid or estimate to the City.

8. Reimbursement to Owner. Owner shall tender payment to the contractor and submit a request for reimbursement to the City for its portion of the costs, upon final settlement with the contractor. The City shall, within thirty (30) days after receipt of the reimbursement request, tender payment to the Owner.

9. Notices. Notices required under this Agreement shall be as follows:

To the City:

Community Development Department

Attn: Lyle Gibson

160 S. Main St.

Farmington, UT 84025

To the Owner:

Marynn & Spencer Look

496 South 1100 West

Farmington, UT 84025

10. Governing Law. This Agreement will be construed and enforced in accordance with the laws of the State of Utah.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their respective, duly authorized representatives as of the day and year first hereinabove written.

"CITY"

FARMINGTON CITY

By: _____
Mayor

"OWNER"

By:  _____

AND

By:  _____

STATE OF UTAH, COUNTY OF DAVIS, ss:

This instrument was acknowledged before me on this ____ day of _____ 202__ by Brett Anderson, Mayor, on behalf of Farmington City Corporation.

Notary Public

My Commission Expires: _____

Attest: _____
DeAnn Carlile, City Recorder

Approved as to Form: _____
Paul Roberts, City Attorney

STATE OF UTAH, COUNTY OF DAVIS, ss:

This instrument was acknowledged before me on this 24th day of April 2025 by
Donald Spencer Look and Marynn Sundwall Look, who being duly sworn, did say that
he/she is the signer of the forgoing, who duly acknowledged to me that he/she executed the same.

Carly Rowe

Notary Public

My Commission Expires: JUNE 21, 2025



Legal Description and Visual Depiction of Partial Right-of-Way vacation

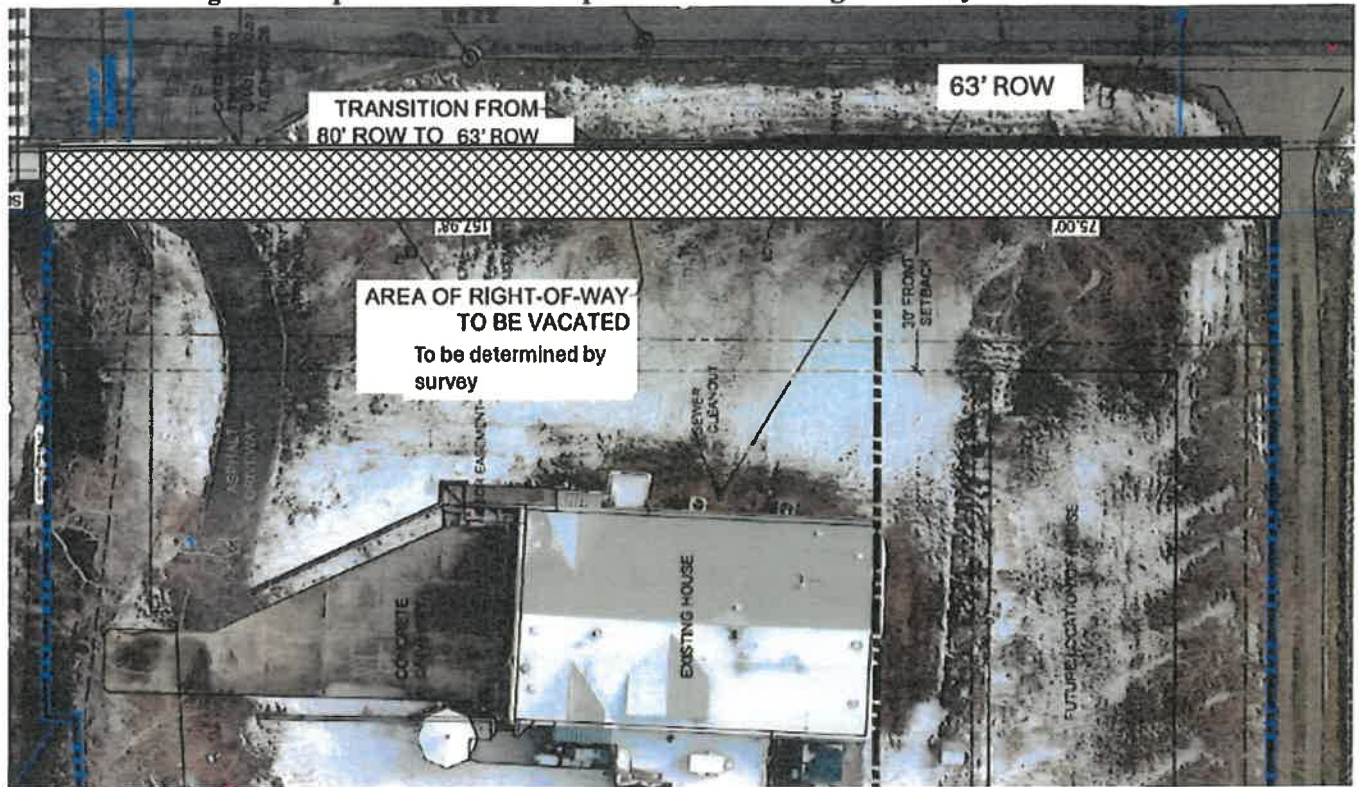
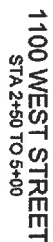


Exhibit B
Improvements



PP1



THE SURVEY

FARINGTON CITY, DAVIS COUNTY, UTAH

[illegible]

Scott R. McFarland, PhD
2001-2002
340 East 34th Street
New York, NY 10017
646.797.6797 (NY)

ORDER: _____
 DATE: _____
 SHEET: _____

PP2

CITY COUNCIL STAFF REPORT

To: Mayor and City Council
From: DeAnn Carlile, City Recorder
Date: May 6, 2025
Subject: Interlocal Agreement with Davis County for Election Services

RECOMMENDATION(S)

Staff recommends approval of the attached Agreement from Davis County outlining the responsibilities of the County and City for the upcoming elections.

BACKGROUND

The City has contracted with Davis County for several past municipal elections. It has worked very well.

This year will be vote-by-mail unless there is an individual requiring special accommodations. In which case a voting machine designed for this purpose will be available on Election Day. Residents may still choose to go to the polling place on Election Day but they will vote on a paper ballot.

The estimated cost will be \$21,082.83 for the General election. If a Primary election is needed it will be an additional \$21,082.83. If there are Districts on the ballot, it may reduce the election costs. The Districts would have to share in the cost. I recommend that we contract with the County for the 2023 elections.

Respectfully submitted,

DeAnn Carlile

DeAnn Carlile
City Recorder

Review and concur,



Brigham Mellor
City Manager

Reviewed as to form



INTERLOCAL COOPERATION AGREEMENT FOR MUNICIPAL ELECTION SERVICES

This Interlocal Cooperation Agreement for Municipal Election Services is made and entered into by and between DAVIS COUNTY, a body corporate and politic of the state of Utah, hereinafter referred to as "County," and _____ City, a municipal corporation of the state of Utah, hereinafter referred to as "City." County and City may be referred to collectively as the "Parties" herein or individually as a "Party" herein.

WITNESSETH:

WHEREAS, pursuant to Sections 20A-1-201.5 and 20A-1-202, *Utah Code Ann.* (1953) as amended, City is authorized and required to hold municipal elections in each odd-numbered year;

WHEREAS, County has equipment and resources needed to carry out an election and is willing to make available the resources and equipment to assist City in holding its municipal primary and general elections in 2025 upon the following terms and conditions; and

WHEREAS, the Parties are authorized by the *Utah Interlocal Cooperation Act* as set forth in Title 11, Chapter 13 (the "Act"), and Section 20A-5-400.1 of the *Utah Code Ann.* (1953) as amended, to enter into this Agreement.

NOW, based upon the foregoing and in consideration of the mutual terms and conditions set forth hereafter, the Parties hereto agree as follows:

1. County's Obligations. County agrees to provide to City, if needed for the primary election in August 2025, and if needed for the general election in November 2025, the following:
 - 1.1. Test, program, assemble and make available to City voting machines and poll supplies;
 - 1.2. Provide for delivery and retrieval of voting equipment;
 - 1.3. Polling location management, which includes, but is not necessarily limited to making arrangements for use, ADA compliance survey and contact information;
 - 1.4. Absentee and By-Mail ballot processing, which includes mailing, receiving, signature verification and tabulation;
 - 1.5. Provide electronic ballot files for Optical Scan Ballots printing;
 - 1.6. Provide Information System assistance, which includes, but is not necessarily limited to, election programming, tabulation, programmers and technicians;
 - 1.7. Canvass reports;
 - 1.8. Electronic tabulation results transmitted to the Office of the Lieutenant Governor;
 - 1.9. Provide personnel and technical assistance throughout the election process and equipment and/or supplies required specifically for voting;
 - 1.10. Recruit poll workers; provide training, scheduling, supplies and compensation;
 - 1.11. Publish legal notices, which include, polling locations, sample ballots public demonstration and election results;
 - 1.12. Provide preparation and personnel for the public demonstration of the tabulation equipment;
 - 1.13. If required, in cooperation with the City, conduct an election audit; and
 - 1.14. Store all election returns for the required twenty-two (22) months.

2. City's Obligations. City agrees to do the following:
 - 2.1. Provide the Recorder or other designated officer to act as the election officer and assume all duties and responsibilities outlined by applicable law;
 - 2.2. Enter into a polling location Hold Harmless Agreement, if needed;
 - 2.3. Perform Declaration of Candidacy filing;
 - 2.4. Provide County with ballot information, which includes, but is not necessarily limited to, races, candidates and ballot issues;
 - 2.5. Approve the election plan, which includes, but is not necessarily limited to, accuracy of polling location and precinct assignments, voter turnout percentages, paper ballot quantities, voting machine quantities and poll worker assignments;
 - 2.6. Review and approve the accuracy of the printed and audio of ballot formats;
 - 2.7. Arrange and conduct election canvass;
 - 2.8. Prepare candidate certificates;
 - 2.9. Perform all other election related duties and responsibilities not outlined in this Agreement but required by applicable law; and
 - 2.10. Pay County repair or replacement costs for damaged voting equipment, which occurs at the polling locations, beyond the normal wear and tear.
3. Compliance with Utah Law. The Parties each agree to conduct the election according to the statutes, rules, Executive Orders, and Policies of the Lieutenant Governor as the Chief Elections Officer of the State of Utah.
4. Compensation. City agrees to pay County the costs for providing the election equipment, services and supplies in accordance with the election costs schedule, attached hereto, incorporated herein, and made a part hereof as Exhibit "A". The payment by City to County under this Agreement shall be made within thirty (30) days of City receiving an invoice prepared by County relating to this Agreement. If this Agreement is terminated early by either Party, pursuant to the provisions of Section 7 below, City shall pay County for all services rendered by County under this Agreement prior to the date that this Agreement is terminated.
5. Effective Date. The Effective Date of this Agreement shall be on the earliest date after this Agreement satisfies the requirements of the Act (the "Effective Date").
6. Term of Agreement. This Agreement shall continue in effect until 30 days after the 2025 elections or upon invoicing, whichever occurs later, unless extended or terminated earlier by the Parties.
7. Termination. This Agreement may be terminated by any of the following actions:
 - 7.1. The mutual written agreement of the Parties;
 - 7.2. By either Party after any material breach of this Agreement;
 - 7.3. By either Party, with or without cause, 30 days after the terminating Party mails a written notice to terminate this Agreement to the other Party; or
 - 7.4. As otherwise set forth in this Agreement or as permitted by law, ordinance, rule, regulation, or otherwise.

8. Indemnification. The Parties agree to indemnify the other Party, its officers, agents, representatives, officials, employees, and volunteers for and from any liability, costs, or expenses arising from any action, causes of action, claims for relief, demands, damages, expenses, costs, fees, or compensation, whether or not said actions, causes of action, claims for relief, demands, damages, costs, fees, expenses, and/or compensations that arise out of this Agreement, or relate to this Agreement and/or the acts or omissions of a Party and/or Parties representatives, agents, contractors, officers, officials, members, employees, volunteers, and/or any person or persons under the supervision, direction, or control of a Party (collectively, the “Party Representatives”). No term or condition of this Agreement shall limit or waive any liability that the Parties may have arising from, in connection with, or relating to this Agreement and/or the Parties Representatives’ acts or omissions. It is expressly understood and agreed that the terms, provisions, and promises of this Section shall survive the termination of this Agreement.
9. Governmental Immunity Act. The County and City are governmental entities under Title 63G, Chapter 7, et seq., the Governmental Immunity Act of Utah (the “Governmental Immunity Act”). Consistent with the terms of the Governmental Immunity Act, each Party shall be responsible for its own wrongful or negligent acts which are committed by its agents, officials, representatives, or employees. Neither Party waives any defense otherwise available under the Governmental Immunity Act nor does either Party waive any limit of liability currently provided by the governmental Immunity Act. Each Party agrees to notify the other of the receipt of any notice of claim under the Governmental Immunity Act for which one Party may have an obligation to defend, indemnify, and hold harmless the other Party within thirty (30) days of receiving the notice of claim. The Parties also agree to notify each other of any summons and/or complaint served upon the said Party, if the other Party may have an obligation to defend, indemnify, and hold harmless the first Party, at least fourteen (14) days before an answer or other response to the summons and/or complaint may be due.
10. No Separate Legal Entity. No separate legal entity is created by this Agreement.
11. Attorney Review. This Agreement shall be submitted to the authorized attorney for each Party for review and approval as to form in accordance with applicable provisions of Section 11-13-202.5, *Utah Code Ann.* (1953) as amended. A duly executed original and/or counterpart of this Agreement shall be filed with the keeper of records of each Party in accordance with Section 11-13-209, *Utah Code Ann.* (1953) as amended.
12. Independent Parties. The Parties acknowledge, understand, and agree that the respective representatives, agents, contractors, officers, officials, members, employees, volunteers, and/or any person or persons under the supervision, direction, or control of a Party are not in any manner or degree employees of the other Party and shall have no right to and shall not be provided with any benefits from the other Party. County employees, while providing or performing services under or in connection with this Agreement, shall be deemed employees of County for all purposes, including, but not limited to, workers compensation, withholding, salary, insurance, and benefits. City employees, while providing or performing services under or in connection with this Agreement, shall be deemed employees of City for all purposes, including, but not limited to, workers compensation, withholding, salary, insurance, and benefits.

13. Waiver. No waiver of satisfaction of a condition or nonperformance of an obligation under this Agreement will be effective unless it is in writing and signed by the Party granting the waiver.
14. Entire Agreement. This Agreement, including all attachments referenced in this Agreement, contains the entire agreement between the Parties with respect to the subject matter in this Agreement. Unless otherwise set forth in this Agreement, this Agreement supersedes all other agreements, whether written or oral, between the Parties with respect to the subject matter in this agreement. No amendment to this Agreement will be effective unless it is in writing and signed by both Parties.
15. Force Majeure. In the event that either Party shall be delayed or hindered in or prevented from the performance of any act required under this Agreement by reason of acts of God, acts of the United States Government, the State of Utah Government, fires, floods, strikes, lock-outs, labor troubles, inability to procure materials, failure of power, inclement weather, restrictive governmental laws, ordinances, rules, regulations or otherwise, delays in or refusals to issue necessary governmental permits or licenses, riots, insurrection, wars, or other reasons of a like nature not the fault of the Party delayed in performing work or doing acts required under the terms of this Agreement, then performance of such act(s) shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay, without any liability to the delayed Party.
16. Assignment Restricted. This Agreement may not be assigned without prior written consent of both of the Parties.
17. Utah Law. This Agreement shall be interpreted and enforced according to the laws of the State of Utah.
18. Severability. The Parties acknowledge that if a dispute between the parties arises out of this Agreement or the subject matter of this Agreement, the parties desire the court to interpret the contract as follows:
 - 18.1.1. With respect to any provision that it holds to be unenforceable, by modifying the provision to the minimum extent necessary to make it enforceable or, if that event any provision of this Agreement is held to be invalid or unenforceable, that modification is not permitted by law, by disregarding that provision; and
 - 18.1.2. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of the contract will remain in effect as written.
19. Rights and Remedies Cumulative. The rights and remedies of the Parties under this Agreement shall be construed cumulatively, and none of the rights and/or remedies under this Agreement shall be exclusive of, or in lieu or limitation of, any other right, remedy or priority allowed by law, unless specifically set forth herein.
20. No Third-Party Beneficiaries. This Agreement is entered into by the Parties for the exclusive benefit of the Parties. Except and only to the extent authorized by a Party in

writing or provided by applicable statute, no creditor or third party shall have any rights under this Agreement.

21. Authorization. The persons executing this Agreement on behalf of a Party hereby represent and warrant that they are duly authorized and empowered to execute the same, that they have carefully read this Agreement, and that this Agreement represents a binding and enforceable obligation of such Party.
22. Time of Essence. Time is of the essence of all provisions of this Agreement.
23. Conflict of Terms. In the event of any conflict between the terms of this Agreement and any documents referenced in this Agreement or incorporated into this Agreement by reference, including exhibits or attachments to this Agreement, this Agreement shall control.
24. Counterparts; Electronically Transmitted Signatures. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered, shall be deemed an original, and all such counterparts taken together shall constitute one and the same Agreement. Signatures transmitted by facsimile and/or e-mail shall have the same force and effect as original signatures.

WHEREFORE, the Parties have signed this Agreement on the dates set forth below.

DAVIS COUNTY

Lorene Miner Kamalu, Chair,
Board of Davis County Commissioners
Date: _____

ATTEST:

Brian McKenzie
Davis County Clerk

The undersigned and authorized attorney of Davis County has reviewed and approved this Agreement as to proper form and compliance with applicable law.

Neal Geddes
Davis County Deputy Attorney

CITY of _____

Print Name: _____

Title: _____

Date: _____

ATTEST:

Print Name: _____

Title: _____

The undersigned and authorized attorney of _____ City has reviewed and approved this Agreement as to proper form and compliance with applicable law.

Print Name: _____

Title: _____

EXHIBIT A

(Election Costs Schedule)

**Exhibit A - Election Cost Schedule
2025 General**

<u>Poll Worker Compensation</u>	COST	Notes
Poll Manager (PM)	\$180.00	
Training Course(s)	\$50.00	
Assistant Poll Manager	\$180.00	
Training Course(s)	\$50.00	
Receiving Clerk	\$155.00	
Training Course(s)	\$35.00	
Ballot Clerk	\$155.00	
Training Course(s)	\$35.00	
Host	\$145.00	
Training Course(s)	\$25.00	
Alternate Poll Workers	\$735.00	Shared equally with all cities/districts
Mileage Reimbursement for Poll Manager	.70 per mile	Increased to match IRS Rate
<u>Poll Worker Recruitment and Training</u>		
Poll Worker Recruitment and Processing	\$10.00	
Training Creation and Preparation (includes equipment and preparation)	\$1,000.00	Shared with all cities/districts
Poll Worker Handbook and Supplies (each poll worker)	\$5.00	This includes the cost of printing and mailing
Poll Worker Training (per person)	\$20.00	
Personal Protective Equipment and Supplies	\$0.00	Shared with all cities/districts
<u>Equipment</u>		
Express Vote	\$75.00	
Testing Pre and Post election		
Security Seals		
Express Vote Ballot Stock		
Memory Media Programming	\$15.00	
DS200	\$75.00	
Testing Pre and Post election		
Security Seals		
Report Paper Roll		
Memory Media Programming	\$15.00	
Voting Booth Rental (each)	\$5.00	
Vote Here Signs (4 per location)	\$5.00	
WiFi Connection	\$80.00	
Receiving Clerk Electronic Poll Book	\$75.00	
Ballot Printing Station	\$75.00	
<u>Consumable Supplies</u>		
Ballot Stock (BOD) per sheet	\$0.20	Ballot Stock, Toner, other consumables
Polling Location Supplies (per location)	\$40.00	(Forms, envelopes, instructions, signs, stickers, pens, etc.)
Rover Kits (each, usually need 5-7)	\$25.00	Shared equally by all cities/districts
<u>Administrative Services</u>		
Election Programming Per City/District	\$200.00	City/District Setup, Ballot Layout/Programming and Audio
Public L&A Demonstration (testing, programming & demonstration)	\$300.00	Shared equally by all cities/districts
Early Voting Administration	\$500.00	Shared equally by all cities/districts
County Rovers Compensation (training & election day - usually need 5-7)	\$500.00	Shared equally by all cities/districts
Election Night Clerk Staff Support	\$2,000.00	Shared equally by all cities/districts
Election Night Security	\$200.00	Shared equally by all cities/districts
Rovers Training Class	\$200.00	Shared equally by all cities/districts
Election Day Help Desk Staff	\$450.00	Shared equally by all cities/districts
Pre-Canvass Ballot Issues Audit, if needed	\$250.00	
Canvass Preparation	\$75.00	
Equipment Delivery (per location)	\$75.00	
Equipment Pickup (per location)	\$75.00	
Web Support	\$200.00	Shared equally by all cities/districts
Provisional Verification (per provisional ballot)	\$0.80	
Election Administration Support	\$500.00	
Clerk Staff (per-hour for any additional services)	\$30.00	

By-Mail Supplies and Services**Supplies**

By-Mail Outer Envelopes	\$0.10	
By-Mail Inner Return Envelopes	\$0.10	
By-Mail Ballots	\$0.25	
Test Deck Paper Ballots	\$2,162.98	Shared by all cities based upon number of precincts
Printed Inserts for ID requirements	\$50.00	Shared equally by all cities/districts
Printed Instruction Inserts	\$0.0633	

Services

Election Art/Set-up Production By contract printer	\$500.00	Shared equally by all cities/districts
Database Setup By contract printer	\$500.00	Shared equally by all cities/districts
Ballot Preparation Assembly into Envelopes (each sent out) contract printer	\$0.20	
Signature Verification and Tabulation (each returned) By County	\$0.45	

Postage

Postage Outbound	\$0.12	Actual Postage
Postage In-Bound	\$0.76	Actual Postage
Returned Undeliverable	\$0.75	Actual Postage+Processing
Delivery of Ballots to the Post Office	\$4,000.00	Actual Cost

CITY COUNCIL STAFF REPORT

To: Mayor and City Council
From: DeAnn Carlile, City Recorder
Date: May 6, 2025
Subject: Resolution Adopting the 2025 Polling Location and Vote Centers

RECOMMENDATION(S)

Staff recommends that the City Council approve the resolution, establishing the 2025 polling locations and vote centers for Farmington City Primary and General Elections.

BACKGROUND

Farmington City will be holding its 2025 Municipal Elections primarily by mail, however polling locations and vote centers will be available. The City contracts with Davis County to assist with election services. Utah Code Annotated§ 20A-5-303 requires the County to designate any changes to the designated polling location and vote centers from the last election at least 90 days prior to an election. The County has asked the cities to designate the polling location and vote centers no later than May 14, 2025 since there may be a need to hold primary elections in August.

The polling location for Farmington City has been designated at the Farmington Community Center 120 South Main Street, Farmington.

Respectfully submitted,



DeAnn Carlile
City Recorder

Review and concur,



Brigham Mellor
City Manager

RESOLUTION NO. 2025-_____

**A RESOLUTION OF THE FARMINGTON CITY COUNCIL ESTABLISHING THE
2025 POLLING LOCATIONS AND VOTE CENTERS FOR FARMINGTON CITY,
UTAH PRIMARY AND GENERAL ELECTIONS**

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

WHEREAS, State Law allows the City to provide vote centers on those election days, August 12, 2025 and November 4, 2025, for registered voters who choose to vote in person; and,

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

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

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

Passed and adopted by the City Council at its regular meeting on May 6, 2025.

ATTEST

FARMINGTON CITY

DeAnn Carlile, City Recorder

Brett Anderson, Mayor



County Clerk

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

Brian McKenzie, CERA
Clerk

Approval of 2025 Polling Location and Vote Centers

In accordance with 20A-5-403 the following has been designated a polling place for the 2025 Municipal Primary and General Elections for Farmington City and is established as a common polling place for all voting precincts within this city in accordance with 20A-5-303.

Farmington Community Center

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

Bountiful Library	725 South Main Street, Bountiful
Centerville Library	45 South 400 West, Centerville
Clearfield City Hall	55 South State Street, Clearfield
Clinton Recreation Center	1651 West 2300 North, Clinton
Farmington Community Center	120 South Main Street, Farmington
Fruit Heights City Hall	910 South Mountain Road, Fruit Heights
Kaysville Library	215 North Fairfield Road, Kaysville
Davis Conference Center	1651 North 700 West, Layton
City of North Salt Lake City Hall	10 East Center Street, North Salt Lake
South Weber Family Activity Center	1181 Lester Drive, South Weber
Sunset City Hall	200 West 1300 North, Sunset
Syracuse Library	1875 South 2000 West, Syracuse
West Bountiful City Hall	550 North 800 West, West Bountiful
West Point City Hall	3200 West 300 North, West Point
Woods Cross City Hall	1555 South 800 West, Woods Cross

FARMINGTON CITY – CITY COUNCIL MINUTES

April 15, 2025

WORK SESSION

Present:

*Mayor Brett Anderson,
Mayor Pro Tempore/Councilmember Alex
Leeman,
Councilmember Roger Child,
Councilmember Scott Isaacson,
Councilmember Melissa Layton,
Councilmember Amy Shumway,*

*City Attorney Paul Roberts,
City Recorder DeAnn Carlile,
Recording Secretary Deanne Chaston,
Community Development Director Dave
Petersen, and
Assistant Community Development
Director/City Planner Lyle Gibson.*

Mayor **Brett Anderson** called the work session to order at 6:07 p.m. City Manager **Brigham Mellor** was excused.

LOCAL CHAPTER OF DOLLY PARTON’S IMAGINATION LIBRARY

Past president of the Centerville Farmington Rotary Club **Bryce Peterson** addressed the Council. He lives in Farmington and practices as a family doctor in Bountiful. Because he wants children to decrease their screen time and increase their time reading books, he brought Dolly Parton’s Imagination Library to Utah. It is his volunteer passion project. Purchasing books from booksbythebushel.com, he has taken care of 202 children just in the first three months. However, he would like to expand the program, which mails an enrolled child a book each month in an age-appropriate fashion until they turn 5 years old. Their first book is always “The Little Engine That Could,” while the last one is “Look Out Kindergarten, Here I Come!” Books are selected by experts, and change every year so multiple children in one household won’t get all the same books.

He is looking for local sponsors as well as children to sign up. It costs \$31 per child per year. He would like to sustain the program, which is a 501(c)(3) organization. He noted that 50% of language is formed by the age of 3, and 85% is by the age of 5. Private prison companies predict future incarceration levels by second grade reading levels. In areas where this program is established, there has been a 30% increase in kindergarten preparedness.

City Attorney **Paul Roberts** said there are steps the City must follow to donate money from the General Fund to a charity that has community value.

DISCUSSION OF REGULAR SESSION ITEMS UPON REQUEST

Roberts presented councilmembers with an example of yellow waterproof parking enforcement notices the City plans to use in case cars, RVs, and dumpsters are parked in the streets, especially when they get in the way of snow plows. Councilmember **Alex Leeman** pointed out that businesses are not supposed to let their patrons park in other areas.

Councilmember **Amy Shumway** said she got an email from Farmington High School principal **Justin Whittaker** saying that there is parking available, but students don’t go in to try to find it. **Shumway** said things there may be improved if school staff parked where buses are so that buses

and students don't have to mix. If student park on the drivers' education range right after school, they get tickets, so students staying after school don't prefer to park there. Residents who live on Miller Way say it is difficult to navigate their neighborhood if students park on both sides of the street. **Leeman** said the problem is that parking on the street is closer than parking in the high school parking lot. Councilmember **Melissa Layton** said she didn't think sophomores were allowed to have a high school parking pass.

Roberts said what is on the agenda tonight is civil enforcement of parking. The process will be much like code enforcement with a warning the first time, help from the Police Department to track it, posting a notice, taking a photo, adding it to a spreadsheet, and citing on the second time. That way Staff will know which cars are repeat offenders and therefore can be towed. The Police Department does not have time to deal with parking enforcement, but Community Development and the Public Works departments might. It will particularly help snow plow drivers.

Leeman said it should be made effective July 1 so the City has time to educate the public, perhaps through a newsletter article and school orientation materials. **Roberts** said the School Resource Officer needs time to do education at the high school. Councilmember **Roger Child** said parking is also a problem near Lagoon, State Street, and 1100. Parking at the Western Sports Park is planned to be free.

Councilmember **Scott Isaacson** mentioned that some 15 chickens have been lost to foxes in the last few weeks in broad daylight, which has been traumatic for some residents. A contact at the Utah Division of Wildlife Resources said if the City requests it, they could put out traps for foxes. He wanted to know if the City wanted to be known as authorizing the killing of foxes. The Council indicated their support.

Child wanted to know when construction would be completed along Main Street. Some residents have complained about construction trucks being parked in front of their mailboxes for over a week, which has disrupted their mail delivery. **Mayor Anderson** said he has taken pictures of the inside layers in the pipes that are being replaced, and he sends those to people when they complain about the construction. **Shumway** said they have found many layers while digging 4 feet under Main Street, including the Lincoln Highway and even another road under that. **Roberts** said they have even found some wood pipes, some of which are on display in the lobby of the Public Works Department.

REGULAR SESSION

Present:

*Mayor Brett Anderson,
Mayor Pro Tempore/Councilmember Alex
Leeman,
Councilmember Roger Child,
Councilmember Scott Isaacson,
Councilmember Melissa Layton,
Councilmember Amy Shumway,*

*City Attorney Paul Roberts,
City Recorder DeAnn Carlile,
Recording Secretary Deanne Chaston,
Community Development Director Dave
Petersen, and
Assistant Community Development
Director/City Planner Lyle Gibson.*

CALL TO ORDER:

Mayor **Brett Anderson** called the meeting to order at 7:04 p.m. City Manager **Brigham Mellor** was excused. **Mayor Anderson** offered the invocation, and the Pledge of Allegiance was led by Councilmember **Alex Leeman**.

PRESENTATION:

Student Spotlight: Andrew Erickson

Flag Football Grade 7-9 Coach **Bryan Call** nominated **Andrew Erickson** as student of the month. He is a fun player to have on any team and brings energy and excitement to the game. He is always kind to his teammates as well as opponents, and it quick to lend a hand and help them out.

BUSINESS:

Amendments to Section 11-32-040, minimum parking spaces required regarding dental and medical use

Community Development Director **David Petersen** presented this agenda item. While the change considers what is happening in reality, it also helps Rock Hotel Dental. The previously considered road vacation is not going to happen.

Mayor Anderson asked if this could be enforced against the School District. **Petersen** said Staff could report on where each school is at regarding parking standards.

Motion:

Councilmember **Amy Shumway** moved that the City Council approve the enabling ordinance (enclosed in the Staff Report) amending Section 11-32-040 MINIMUM PARKING SPACES REQUIRED, as set forth in said ordinance, subject to all applicable Farmington City development standards and codes.

Findings 1-6:

1. In 1994, the City increased its parking space standards for dental and medical clinics from 4 to 6 spaces per 1,000 square feet of floor area. The Current office use standard is 3 spaces per 1,000 square feet of floor area, and has been so since, and before, 1994.

2. Attached (in Staff Report) is a table that shows a small sample of dental and medical clinic uses “Pre-1994” and “Post 1994.” Except for uses 7 and 8, all of the post 1994 buildings were considered as office space first and dental and medical uses came after; meaning the 3 spaces per 1,000 square foot minimum is working for this type of tenant.
3. Clinics 7 and 8 on the table have too much parking for their use.
4. All of the “Post 1994” buildings exceed a 3 space per minimum, because it appears that office developers know their market and plan accordingly.
5. Past experience in Farmington shows that the 3-space minimum (per 1,000 square feet of floor area) is a workable starting threshold for the site plan review process which accommodates dental and medical tenants.
6. The preparation and implementation of building sites which do not result in “over parking” is good planning, better utilizes developable land (which is a limited resource), creates less impervious surface for over-taxed storm water systems (and may mean less parking related oils and fluids entering streams, ground water aquifers and the Great Salt Lake), makes for more walkable communities (buildings are closer together—better urban design and open space preservation) resulting with a possibility of less cars on the roads, which may enhance the physical and mental health of Farmington residents and visitors—and less impacts to roads providing long-term construction and operation and maintenance cost savings of local public improvements, and is consistent with the Farmington City General Plan.

Councilmember **Melissa Layton** seconded the motion. All Councilmembers voted in favor, as there was no opposing vote.

Mayor Pro Tempore/Councilmember Alex Leeman	X Aye	_____	Nay
Councilmember Roger Child	X Aye	_____	Nay
Councilmember Scott Isaacson	X Aye	_____	Nay
Councilmember Melissa Layton	X Aye	_____	Nay
Councilmember Amy Shumway	X Aye	_____	Nay

Rezone of 1169 W. 100 N. (Clark Lane) from Residential Mixed Use (RMU) to General Mixed Use (GMU)

Assistant Community Development Director/City Planner **Lyle Gibson** presented this agenda item. In 2022, the Farmington Retail or Clark Lane Commercial subdivision property was rezoned from the GMU district to the RMU district primarily to accommodate businesses with drive-thru windows, which are not allowed in the GMU district. Because of this, there is a mix of RMU and GMU zoning in this area. After being subdivided, the individual properties have been sold and two of the lots now have restaurants with drive-thru windows. The final lot is the subject property of this request.

The property is currently under construction for an approved office building by Chipotle and Dutch Bros. This building is anticipated to house the owner’s business, Station Park Dental, on the main floor. Plans for the second story of the building include a business to accommodate weddings, corporate gatherings, community workshops, photo shoots, and private celebrations. This use would not be allowed in the existing RMU Zoning district, so the applicant is interested in a zone change.

The RMU and GMU zoning districts are both regulated by Chapter 11-18 of the zoning ordinance, and thus there are many similarities including building design criteria. However, there are some differences in allowed uses. Of course, not every conceivable use is included in the table of uses in the zoning district, and the Zoning Administrator is allowed to make determinations as to whether a use which is not specifically listed is permitted. The desired use is most similar to the listed “entertainment” use. Other zoning districts specifically identify this as a reception-type use.

While the zoning district itself seems appropriate considering the history of the property and surrounding zoning, the desired use creates some concern for Planning Staff due to the anticipated parking demand. **Gibson** said the request is highly appropriate for the area, and matches both the General Plan and Orthostar nearby. The Planning Commission is the land use authority over parking when considering shared parking scenarios or parking reductions. Technically it was previously down-zoned, and this application would up-zone it.

After holding a public hearing and considering the application, the Planning Commission was convinced that the use could be made to work so long as a shared parking agreement was completed between the applicant and adjacent property to the west, so long as the agreement provides for at least six additional parking stalls. This would bring the available parking count to 52. While the applicant has provided a shared parking agreement that would satisfy the Commission’s request, it has not yet been signed. Staff can ensure that the agreement is in place before approving the business license.

Shumway said the subject property and nearby businesses would be complimentary, as most are 9 to 5 businesses and the event business would most likely only need parking in the evenings. **Gibson** agreed, saying that according to Staff analysis, Dutch Bros does not have a heavy dinner crowd. Staff has been surprised at how well Chipotle and Dutch Bros function together, and how it hasn’t contributed to too much traffic in the area.

Councilmember **Scott Isaacson** noted that the Avenues at the Station residents had understood there would be some landscaping, berm, or protection to keep headlights from shining into their apartments. He will have to go back through the minutes, but it doesn’t seem that this has been done yet. **Isaacson** said he is troubled by this application, since it was originally sold to nearby residents that this would be a daytime office use only. If residents concerned with an evening reception next to a residential area were at tonight’s meeting to complain, he would be concerned. However, they are not here even after being notified.

Gibson said he would look back at those minutes. Based on square footage, the occupancy limitation would be 360 guests before the fire marshal would have concern. They would be subject to the nuisance ordinance regarding noise, as well as permitted uses. The applicant has not requested a liquor license; outside vendors would have to bring their own license. There will be no on-site food preparation.

Applicant **Ryan Allen**, 42, addressed the Council via Zoom. He explained that he is moving his dental business from its current location to this new building because of disruptive neighbors. He does not want to be disruptive to anyone else, including his own dental practice, and does not intend to seek a liquor license. He does not intend to sell control of this building to anyone else but his own children in the future.

City Attorney **Paul Roberts** said a use may need to be added. Otherwise, it is assumed this use is not allowed. Entertaining guests is the closest use Staff could find that applied to this situation.

Layton asked if the second floor would be used during the day, or just in the evening.

Councilmember **Roger Child** asked what the operating hours would be for the event space.

Motion:

Leeman moved that the City Council approve the rezone of the subject property from RMU to GMU.

Findings 1-3:

1. With a shared parking agreement between this property and adjacent property owners, uses with more potential parking needs can be accommodated and meet the City's minimum parking requirements.
2. The design standards of the requested zone match the standards used for the approval of the existing buildings; the additional allowed uses are appropriate for the specific location.
3. The property was previously zoned GMU and returning it to this zoning district is consistent with surrounding properties and the General Plan for the area.

Child seconded the motion, which passed with a 4-1 vote.

Mayor Pro Tempore/Councilmember Alex Leeman

X Aye ____ Nay

Councilmember Roger Child

X Aye ____ Nay

Councilmember Scott Isaacson

____ Aye X Nay

Councilmember Melissa Layton

X Aye ____ Nay

Councilmember Amy Shumway

X Aye ____ Nay

Civil Parking Enforcement

City Attorney **Paul Roberts** presented this agenda item. Currently parking issues all go through the criminal court system, which can result warrants being issued and licenses being suspended. Rarely is there evidence regarding who parked the car, so it is difficult to prove beyond reasonable doubt. Only sworn law enforcement officers are authorized to handle traffic code enforcement. Therefore, there are many barriers to enforcement.

This ordinance change would allow parking tickets to be issued in a civil process instead, which would allow non-law enforcement personnel to issue warnings. If a car is not removed after the warning, law enforcement can be called to tow it. The process also allows for an appeal. **Roberts** said the part-time code enforcement officer would probably be the main person handling this at first, since the City has not budgeted for a parking official. The Public Works Department will also be able to enforce it, particularly in the winter when parked cars interfere with snow removal.

Motion:

Isaacson moved that the City Council adopt this ordinance establishing civil parking enforcement procedures to be effective July 1, 2025.

Leeman seconded the motion. All Councilmembers voted in favor, as there was no opposing vote.

Mayor Pro Tempore/Councilmember Alex Leeman	X Aye	_____	Nay
Councilmember Roger Child	X Aye	_____	Nay
Councilmember Scott Isaacson	X Aye	_____	Nay
Councilmember Melissa Layton	X Aye	_____	Nay
Councilmember Amy Shumway	X Aye	_____	Nay

SUMMARY ACTION:

Minute Motion Approving Summary Action List

The Council considered the Summary Action List including:

- Item 1: Monthly Financial Report. Beginning with the March 2025 report, the monthly financial reports will be emailed directly to the Mayor and City Councilmembers, outside of the Council meeting packets.
- Item 2: Approval of Minutes for March 18, 2025.

Motion:

Child moved to approve the Summary Action list Items 1-2 as noted in the Staff Report.

Shumway seconded the motion. All Council members voted in favor, as there was no opposing vote.

Mayor Pro Tempore/Councilmember Alex Leeman	X Aye	_____	Nay
Councilmember Roger Child	X Aye	_____	Nay
Councilmember Scott Isaacson	X Aye	_____	Nay
Councilmember Melissa Layton	X Aye	_____	Nay
Councilmember Amy Shumway	X Aye	_____	Nay

GOVERNING BODY REPORTS:

Mayor Anderson and City Council Reports

Mayor Anderson mentioned the afternoon budget discussion meeting tomorrow.

Layton said the yellow is starting to peel off the bottom of all the Utah Department of Transportation (UDOT) signs on Park Lane. She thought the wear was odd.

Isaacson said residents have brought it to his attention that there is trash on the sides of the Legacy Freeway. This may be a project for someone looking for one. **Shumway** said UDOT would have to be the one to coordinate the clean-up. She suggested residents could submit a request through the Click 'N Fix website.

Mayor Anderson said he knows of a group of 60 to 70 young men looking to do a service project in June. **Shumway** suggested cleaning up Lagoon Trail. **Isaacson** said that Farmington Creek from the jail to the south has a lot of limbs to clean out.

Shumway mentioned how impressed she was with the installation of the entire pedestrian trestle bridge by the Farmington Station FrontRunner Station. She shared a video of a park in Pleasant Grove that was impressive as well.

Leeman asked **Gibson** to send the Council an email with expected timelines of current projects, specifically when Main Street would be done and when Shepard Creek would be closed and opened back up. **Child** wanted to know if Main Street would be open in time for Festival Days. **Shumway** said the permit said it would be closed for 100 days.

Mayor Anderson said that once crews started work on Main Street, it was clear that it needed to be milled another 1 inch that UDOT wasn't planning on. He would like the City to pay for it so it is right this time.

ADJOURNMENT

Motion:

Shumway made a motion to adjourn the meeting at 8:02 p.m.

Layton seconded the motion. All Council members voted in favor, as there was no opposing vote.

Mayor Pro Tempore/Councilmember Alex Leeman
Councilmember Roger Child
Councilmember Scott Isaacson
Councilmember Melissa Layton
Councilmember Amy Shumway

X Aye ____ Nay
X Aye ____ Nay
X Aye ____ Nay
X Aye ____ Nay
X Aye ____ Nay

DeAnn Carlile, Recorder

FARMINGTON CITY – CITY COUNCIL RETREAT
Holiday Inn St. George Convention Center, St George, Utah
April 16, 2025

Present:

*Mayor Brett Anderson,
City Manager Brigham Mellor,
Mayor Pro Tempore/Councilmember Alex
Leeman,
Councilmember Roger Child,
Councilmember Scott Isaacson,
Councilmember Melissa Layton,*

*Councilmember Amy Shumway,
Assistant City Manager,
City Engineer, Chad Boshell
City Recorder DeAnn Carlile,
City Lobbyist Eric Isom*

CALL TO ORDER:

City Manager **Brigham Mellor** called the meeting to order at 4:09

Discuss changes/updates to 2022 Strategic Plan

Brigham wants to move towards a grander vision. Discussed items that have been completed such as updating general plan, water conservation plan, access level of park space, creation of PRAT Committee.

PRAT committee discussion regarding coordination, budget, direction, assigning staff responsibilities.

2026 FY Budget Preview

1. Current Conditions
 - a. Sales tax is flat
 - b. Economic outlook with tariffs
 - c. Bond market update
 - d. Inflammatory impact on operations and construction including wages
 - e. No property tax increase
2. General Fund-How to close the gap without a tax increase?
 - a. Four loans paid off in FY25-Frees up RAP & RDA
 - b. Rap tax - \$650,000
 - c. RDA tax increment – move \$434 ongoing to General Fund
 - d. Ambulance allocations-roughly \$200,000
 - e. Increased overhead cost allocated to enterprise funds
 - i. Discuss resort town sales tax
 - ii. Credit card convenience fee (3%)
3. Budget Requests

- a. Major General Fund budget requests
 - b. Rate increases for utilities -8%
 - c. Wage increases 3% merit 2% COLA
4. Cash Map
 - a. High level overview of cash flows compared to cash reserves by fund
 - b. Projected ending reserves – 35% requirement for General Fund
5. Next Steps – Key Dates
 - a. Calendar overview

Green Waste Cans – Roll out implementation

- 25% take rate \$5.19 per month
- 45% take rate \$4.90 per month
- \$150 per can
- Can cost will be recouped in 4 years at \$3 per month
- Dump fee \$2 per month
- Total = \$10 per month
- Green waste cans are composted in Layton
- Next spring program will be implemented

Garbage Fees:

- \$3.60 for recycling (every other week)
- \$19.00 first black garbage can
- \$17.40 second black garbage can

UTA Lagoon Shuttle

- History - Original contributors Darmesh Ahir, Lagoon and Station Park
- Low ridership
- UTA wants us to enter into another agreement right now.
- Lagoon has not wanted sidewalks
- Cost 70% Farmington, 30% County (10K/30K) goes up 5% per year

6:00: Dinner Served

7:00: Adjourn

DeAnn Carlile, Recorder