

RESOLUTION 08-2019
Water Conservation Plan
November 2019

BE IT HEREBY RESOLVED, by the City Council of North Ogden City, State of Utah, as follows:

WHEREAS, North Ogden City has a Water Conservation Plan (in accordance with U.C.A. 73-10-32) that establishes conservation planning efforts identifying water supply inventory for both present and future water requirements and establishes implementation procedures;

WHEREAS, the City Engineer and Culinary Water Systems Superintendent have reviewed and recommend the adoption of the Water Conservation Plan,

WHEREAS, the City Council has reviewed the recommendation,

WHEREAS, a public hearing was held on November 12, 2019

NOW THEREFORE BE IT RESOLVED, North Ogden City hereby adopts the **Water Conservation Plan**, dated November 12, 2019 for the geographic City boundary. The plan was updated by Jones and Associates Consulting Engineers.

PASSED AND ADOPTED by the City Council of North on City on November 12, 2019


Mayor

ATTEST:


City Recorder, S. Annette Spendlove



North Ogden City Corporation

Water Conservation Plan



October 2019



Updated By
JONES & ASSOCIATES
Consulting Engineers



Table of Contents

SECTION 1 –SYSTEM PROFILE.....	2
SERVICE AREA	1
SUPPLY.....	1
WATER SUPPLY & USE.....	1
FUTURE WATER SOURCES & COST PROJECTION.....	3
WATER MEASUREMENT & BILLING.....	3
SYSTEM WATER LOSS CONTROL	4
INCREASING RATE STRUCTURE	5
WATER USE.....	5
USE - GALLONS PER CAPITA PER DAY.....	7
SECTION 2 - CONSERVATION PRACTICES	7
CURRENT CONSERVATION	8
CONTACT	9
EVALUATION OF EXISTING CONSERVATION EFFORTS	9
NEW BEST MANAGEMENT PRACTICIES & IMPLEMENTATION PLAN	10
PUBLIC INFORMATION, EDUCATION, & PROGRAMS	11

SECTION I - SYSTEM PROFILE

SERVICE AREA

North Ogden City currently serves all areas within the City boundaries and plans to eventually serve the areas identified for future annexation (See Map 1). The current City boundary includes approximately 7.40 square miles. The proposed annexation boundary includes an additional 2.05 square miles.

North Ogden currently provides culinary water to approximately 17,430 people through 6,395 connections. This water is intended for indoor, sanitary, and commercial uses. Water for outdoor and landscaping needs is provided and managed by Pineview Water Systems and Mountain View Irrigation Inc.

Table 1.1 below lists each type of connection and the total number of each.

Table 1.1 - Number of Connections

Connection Type	Total
Residential / Domestic	6,252
Commercial	111
Institutional	22
Industrial	10
	6,395

SUPPLY

North Ogden City obtains its water from four wells and four springs. The City does not contract with any outside agency for supplemental water. The City does not allow culinary water to be used for irrigation. Secondary or irrigation water is supplied and managed by Pineview Water Systems and Mountain View Irrigation and is not included as part of this Plan.

Table 1.2 below shows a breakdown of the current water sources, as of December 2018.

Table 1.2 - Existing Water Sources

Source	Volume (Acre-Feet)	Total (Acre-Feet)
Wells	604.1	604.1
Springs	1,182.2	1,182.2
		1,786.3

STORAGE RESERVOIRS

The adopted storage level of service for the City is approximately 400 gallons per Equivalent Residential Unit (ERU). The City has six storage reservoirs in service that together can hold 5,500,000 gallons of

water (See Table 1.3). Per the North View Fire District Marshall, of this amount, 1,320,000 gallons has been designated as fire storage.

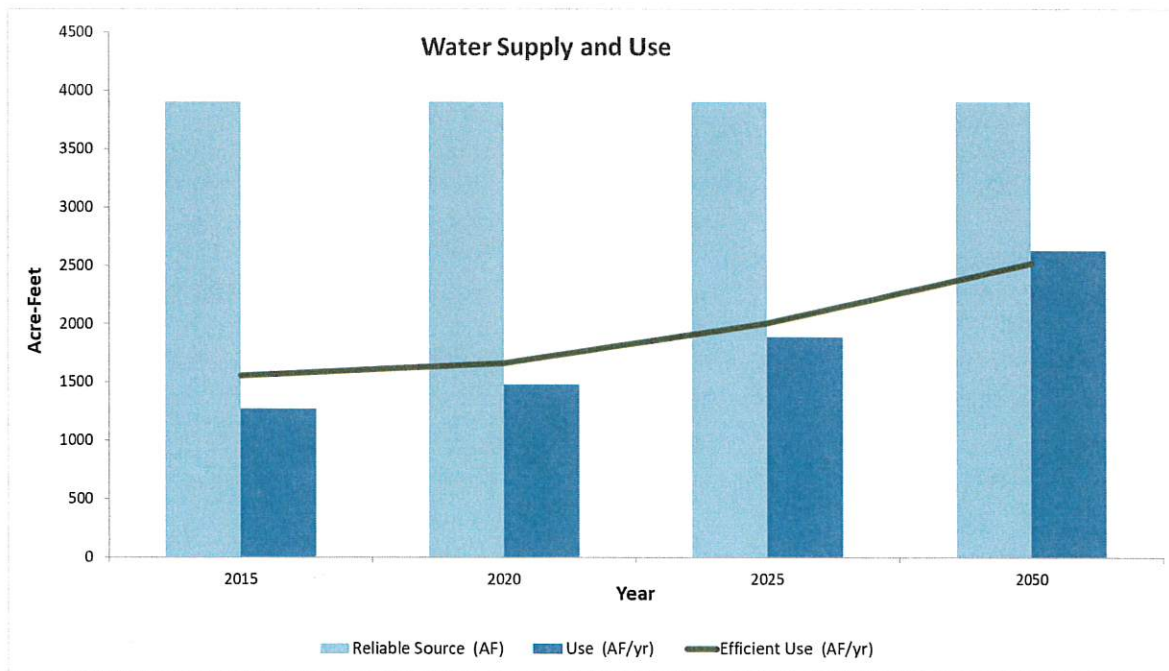
Table 1.3 - Storage Reservoir Capacity

Name	Capacity (gal)
Randall Reservoir	500,000
1050 East Reservoir	500,000
North Ogden Canyon	1,000,000
Rice Creek Reservoir	2,000,000
Northview Reservoir	500,000
The Cove Reservoir	1,000,000
Total	5,500,000
Excluding Fire	4,180,000

WATER SUPPLY & USE

As illustrated in graph 1.1 below, the City’s water supply verse projected use provides a sufficient amount of water through the year 2050.

Graph 1.1 - Water Supply and Use



FUTURE WATER SOURCES & COST PROJECTION

The North Ogden City Capital Facilities Plan, completed in 2017, indicates that build-out could occur as early as 2037. The study also indicates that based on appropriated water rights, the City has an annual water supply of 3,905 acre-feet. This exceeds the projected annual water use, or needed supply, at build-out of 2,627 acre-feet. It is not anticipated that any additional water rights will need to be acquired. However, water rights in excess of the anticipated use are being held in reserve for unforeseen growth and source redundancy. This means that should a source need to be taken offline for any reason other sources will have the right to divert additional water to cover the deficiency.

WATER MEASUREMENT & BILLING

Meters: All of the connections to the water system are metered and read monthly using the automated Master Meter System. Table 1.4 below shows the City’s current metered connections.

Table 1.4 – Metered Connections

Connection Type	Percentage of System	Reading Frequency	Replacement Schedule*
Residential	98%	Twice / Day	As Needed
Commercial	1.74%	Twice / Day	As Needed
Industrial	>1%	Twice / Day	As Needed
Institutional	>1%	Twice / Day	As Needed
Government	>1%	Twice / Day	As Needed

New Development: All new developments are required to follow Title 12, Subdivision Regulations, of the City Code. As part of the approval process, the City Engineer checks the available water resources against the current Capital Facilities Plan. If the water model indicates that the proposed subdivision can be served, then the subdivision is allowed to proceed through the approval process. Along with this, the Developer must obtain a “Will-Serve” letter from the secondary water provider for needed irrigation water.

During construction of the subdivision, City staff oversees and inspects the water system to ensure the installation meets City Standards. Contractors are required to check out temporary meters from the City to account for water used for construction activities.

SYSTEM WATER LOSS CONTROL

As reported in the 2014 Water Conservation Report, there was an average yearly system loss of 34.3% between 2003 and 2013. Table 1.5 below shows the annual metered source, annual use, and percentage loss for the past five years. The average loss over the past five years is 34.66%. This is only slightly higher than the average reported over a ten year period (2003-2013).

Table 1.5 – Annual Information

Year	Population	Annual Source (AF)	Annual Use (AF)	% Difference
2014	18,000	1,998.2	1,340.3	32.93%
2015	20,000	2,022.4	1,267.9	37.31%
2016	20,300	1,806	1,195.8	33.79%
2017	20,500	1,994	1,244.4	37.59%
2018	17,430	1,776.3	1,213.6	31.68%

The City monitors the amount of water taken at each of its sources. The amount of water produced from year to year from the wells and springs will vary depending on groundwater and snowpack conditions. The largest discrepancy in the available source verse the source used can be contributed to leaks, tank overflows/spills, meter reading errors and software reporting problems.

Losses are controlled through the following means:

SCADA System: Each storage reservoir is equipped with a SCADA system that provides continual monitoring of water storage. In the event there are issues with the pressure or levels of water, the District’s designated employees are immediately alerted and able to quickly resolve the issue.

Internal Audit: The City audits their system three ways:

1. An internal audit of 1% of all connections is completed annually by City staff. Employees verify meters are properly functioning and replace those that are not.
2. A “zero consumption” meter report is created every other month. Each meter is investigated and replaced as needed.
3. The meter reading software sends a meter read report twice per day. When readings indicate higher than normal outflows, the staff investigates, notifies the customer, and, if needed, repairs the issue(s). This helps to decrease the amount of time between the potential leak being identified and being repaired by either the City or the customer.

Meters on Hydrants / New Line Flushing: The City meters all fire hydrant and new subdivision connection flushing. This helps to ensure the water is accounted for and the City is paid accordingly. If a contractor is found using a fire hydrant without a meter, the City considers this to be theft of service and imposes a fine.

INCREASING RATE STRUCTURE

The following table outlines the current water rate schedule adopted by Resolution and effective on June 25, 2019. The base allotment each month is less than 1,000 gallons. For every 1,000 gallons used thereafter, an additional fee is assessed on a tiered schedule that increases in correlation with the use.

Table 1.6 - Water Rate Schedule

Connection	\$ Base Rate / Month	Allotment (Gal)	Additional Fee / 1,000 Gal
Resident (Single Family & Multi-Family Per Unit)	\$14.97	<1,000 gal	-
		1,000 – 6,000	\$1.62
		6,001 – 12,000	\$2.62
		12,001 – 18,000	\$3.62
		18,001 – 999,999	\$4.62
Non-Resident (Single Family & Multi-Family Per Unit)	\$23.62	<1,000 gal	-
		1,000 – 6,000	\$2.70
		6,001 – 12,000	\$3.70
		12,001 – 18,000	\$4.70
		18,001 – 999,999	\$5.70
Non-Residential	\$23.62	<1,000 gal	-
		1,000	1.62

*Additional Rates:

- Leak rate per 1,000 gallons (as approved by Water Department Manager) \$1.25
- Water Zone 7 per 1,000 gallons \$0.19
- Water Zones 8 – 10 per 1,000 gallons \$0.27

WATER USE

Potable Water

Table 1.7 below shows the potable water inflow verse the water outflow for each type of use from 2005 through 2018.

Table 1.7 – Potable Water Use*

Year	INFLOW	OUTFLOW					% Diff.
	Total (AF)	Res.	Com.	Ind.	Inst.	Total (AF)	
2005	2311.8	1174.17	56.22	0	8.83	1239.21	46.4%
2006	2186.4	1144.0	0.07	0	0.01	1144.08	47.7%
2007	1933.6	1214.0	7.74	0	12.60	1234.34	36.2%
2008	1990.9	1177.0	61.17	0	9.08	1248.25	37.3%
2009	1969.7	1136.49	69.08	0	14.44	1220.00	38.1%
2010	1838.2	1125.84	46.84	0	21.25	1193.92	35.0%
2011	1848.5	1177.54	76.97	0	8.55	1270.06	31.3%
2012	1748.4	1219.82	111.29	0	36.77	1367.87	21.8%
2013	1918.8	1279.04	106.16	0	11.50	1396.71	27.2%
2014	1998.2	1193.46	109.0	0	37.83	1340.29	32.93%
2015	2022.4	1138.91	107.43	0	21.58	1267.92	37.31%
2016	1806.0	1086.19	94.57	0	15.08	1195.84	33.79%
2017	1994.0	1088.08	99.61	3.22	23.47	1214.38	37.59%
2018	1776.3	1107.63	77.01	4.62	24.38	1213.64	31.68%

*Information obtained from Utah Division of Water Rights Water Records/Use Information

This analysis shows an average loss (deficiency) of 35.31% per year in the distribution system between 2005 and 2018. Further analysis indicates; however, that between 2005 and 2013 the average loss was 35.67% and between 2014 and 2018 was 34.66%. The slight decrease indicates that recent loss prevention efforts, as stated in the section above, are making a positive impact towards conservation efforts. The goal of the City is to reduce losses even further as additional improvements are made to the water infrastructure.

Non-potable Water

The City does not provide or monitor non-potable water (secondary) as this is provided through and monitored by the Pineview Water Systems and Mountain View Irrigation Inc. Using culinary water for irrigation is prohibited, per City Code - Title 9, Secondary Water Systems.

USE - GALLONS PER CAPITA PER DAY

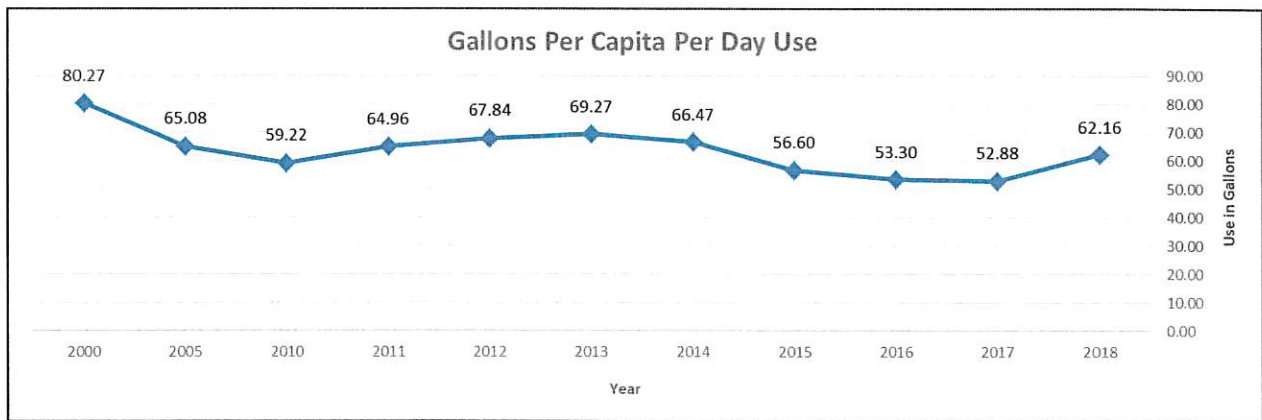
Table 1.8 below illustrates the gallons per capita per day by type of connection for 2018. The City does not provide or measure secondary water, this is done independently through the Pineview Water Systems and Mountain View Irrigation Inc. All City connections must utilize secondary water for outdoor use.

Table 1.8 – 2018 GPCD by Use Type

	Indoor (Winter Use)	Potable (Outdoor)*	Non-Potable (Secondary)*	Total
Residential	50.71	NA	NA	50.71
Commercial	60.61	NA	NA	60.61
Institutional	126.94	NA	NA	126.94
Industrial	129.94	NA	NA	126.94
Total	365.20	-	-	365.20

Graph 1.2 below illustrates the Gallons per Capita Per Day Use trend, indicating an overall decrease in water use and increase in conservation.

Graph 1.2 – Gallons Per Capita Per Day



SECTION 2 – CONSERVATION PRACTICES

CURRENT CONSERVATION

North Ogden City places a high value on the conservation of water and is already practicing the following:

- The City is continuing to replace all water meters with radio-read meters. To date, approximately 80% of the City has been replaced, with the remaining slated to be replaced in Spring 2020. The new meters allow the City to obtain readings twice per day and detect possible leaks on each service as well as obtain accurate data for the water budget.
 - City employees monitor the water use daily and meters are read monthly. When excessive use is detected, the owner of the connection is notified through an informational door hanger. The City then works directly with the user to identify the issue(s) so that it can be repaired in a timely manner.
 - “Zero Consumption” readings are investigated every other month and faulty meters are replaced where necessary.
- Each year, the City audits 1% of all meters to ensure proper function and replaces them as needed.
- The City provides water conservation education and public outreach through:
 - Providing conservation tips on City’s Facebook page.
 - Utilizing the “My Water Advisor App” and encouraging all users to download and utilize it as a tool to track water consumption, receive real time notifications and alerts, and obtain consumption forecasts.
 - Providing a copy of the Annual Consumer Confidence Report with a utility bill.
- The City maintains memberships in supporting organizations such as American Water Works Association, Water Environment Federation and The Rural Water Association that educate our personnel and keep up to date on source protection, public education and current regulations.
- The City requires the use of secondary water for all outdoor uses.
- The current water pricing and billing system was updated and adopted by resolution in July 2019. The new pricing and billing is adequate to cover expenses in the water enterprise account and is tiered so as to discourage excessive water use. The City may consider additional water pricing and billing system updates as needed.
- The City continues to complete infrastructure projects identified in the Capital Improvement Plan.

CONTACT

The following individuals are responsible for meeting efficiency goals:

Mayor & City Council

505 East 2600 North
North Ogden, UT 84414
cmm@nogden.org

Public Works Director, David Espinoza

165 East Lomond View Drive
North Ogden, UT 84414
despinoza@nogden.org

Culinary Water Superintendent, Jason Reney

165 East Lomond View Drive
North Ogden, UT 84414
jreney@nogden.org

EVALUATION OF EXISTING CONSERVATION EFFORTS

In the 2014 Water Conservation Plan, the City established four goals based upon the issues identified. The goals and status of each are provided below:

Goal 1 – Education. Continue to provide information and education regularly in newsletters. Participate in educational programs provided through the school district.

Status: This is an ongoing goal. The City will continue to participate in educational programs with the school district.

Goal 2 – Add Meters to Unmetered Connections. The City has added a meter to Green Acres park this last spring. The City will continue to plan for and install meters at Oaklawn Park and the shop building connections.

Status: The goal is complete – all previously unmetered connections now have meters.

Goal 3 – Meter Reading System Update. The city is in the process of updating the radio read meter system to a fixed base monitoring system over the next few years. This will correct the zero usage errors currently plaguing the system. Additionally the fixed base monitoring system will allow for instantaneous meter reading and data collection. Currently meter usage data is collected monthly. The new system will make it possible to see up to the minute usage. It will also give the city the ability to detect continuous flow meters which are indicative of leaks. These can even be reported to city personnel by notification/alarm so the city can follow up with residents to detect leaks earlier and conserve water.

Status: The City is in the final year of the meter system update. The system has been successful for both reading the meters as the City employee drives past the home as well as

through fixed base communication. The remaining meters will be replaced Spring 2020.

Goal 4 – Weekly Meter Reading Audit. Perform weekly read audits to compare water use and check for leaks. This will be possible once the fixed base monitoring system is installed.

Status: This goal has been achieved and exceeded. The City performs a daily audit and is able to make contact within days of a leak happening. In addition to this, any meter that is registering as zero consumption is investigated and the meter repaired or replaced so accurate consumption can be captured.

NEW BEST MANAGEMENT PRACTICES & IMPLEMENTATION PLAN

In addition to continuing existing practices and implementing the Capital Facilities Plan, the City plans to also:

Goal 1 – Education. The City recognizes the importance of starting water conservation education early and the influence that children can have on their parents/guardians. Over the next five years, the City will annually teach three local elementary classes (fourth and fifth graders) about the water cycle and conservation.

Goal 2 – Public Awareness, Incentives & Campaigns. Over the next five years, the City will implement water conservation campaigns related to leaking/running toilets. Users will receive a free toilet repair flapper for flush valve for signing up for both paperless billing and the Meter Reading App. To increase awareness of this campaign, the City will hold contests for the ugliest toilet and biggest flushing toilet with the grand prize winner receiving a new toilet.

Goal 3 – Reduce Water Use. Over the next five years, the City will reduce overall water deficiency by 5%, bringing the average water loss down to 29.66%.

1. Install outlet meters on reservoir sites and overflow to better account for water use.
2. Reduce governmental water use at City building and parks by 5%.
3. Install remaining water meters and continue to read meters daily.

PUBLIC INFORMATION, EDUCATION, & PROGRAMS

The City recognizes that conservation requires active participation from all users. To increase participation, the City utilizes a water tracking app; has a booth at the annual Cherry Days events; posts information on social media, the City's website, and through City newsletters; and works to educate high-use consumers individually.

My Water Advisor App: This free app is available to all consumers to track their water consumption wherever they are. The app features detailed consumption graphs, leak alerts, real time notifications, and consumption forecasts. Download is available from both the Apple and Google Play stores. Version 2.0 will be available early 2020.

Cherry Days Booth: In July of each year, the City holds its annual Cherry Days celebration. As part of the festival in the park event, the Public Works Department sets up a booth about Water Conservation.

Social Media, Website, & Newsletters: Throughout the year, the City posts conservation tips on the City's Facebook page and in City newsletters. The City's website has a page dedicated to water conservation and provides tips and checklists for consumers to download and print.

<https://www.northogdencity.com/publicworks/page/culinary>



ORDINANCES & STANDARDS IN PLACE

The following ordinances and standards have been adopted and are currently in place:

- Water Shortage Plan, 2014
- Public Work Standards, 2017
- City Code, Title 12 Subdivision Regulations



**NORTH OGDEN CITY COUNCIL
MEETING MINUTES**

November 12, 2019

The North Ogden City Council convened in an open meeting on November 12, 2019 at 6 p.m. at the North Ogden City Office at 505 East 2600 North. Notice of time, place, and agenda of the meeting was posted on the bulletin board at the municipal office and posted to the Utah State Website on November 7, 2019. Notice of the annual meeting schedule was published in the Standard-Examiner on December 28, 2018.

PRESENT:	M. Brent Chugg	Mayor	
	Ryan Barker	Council Member	
	Blake Cevering	Council Member	(Excused)
	Cheryl Stoker	Council Member	
	Phillip Swanson	Council Member	
	Carl Turner	Council Member	
STAFF PRESENT:	Jon Call	City Manager/Attorney	
	Annette Spendlove	City Recorder/HR Director	
	Evan Nelson	Finance Director	
	Dave Espinoza	Public Works Director	
	Dirk Quinney	Police Chief	
	Jeremy Hinds	Police Lieutenant	
	Clark Crowther	Police Lieutenant	
VISITORS:	Cody Hoffmann	Kale Hoffmann	Frank Hare
	Wendi Rhoades	Mai Graham	Laney Graham
	Zoe Graham	Sundra R. Allen	Michael Graham
	Brett Albiston	Charlotte Ekstrom	Chad Roylance
	Stefanie Casey	Stephen Russell	Lyndsi Burnett
	Brenda Ashdown	Neal Berube	Janis Christensen
	Jennie Taylor	Susan Clements	Jordi Elmer
	Meg Sanders	Hope Elmer	
	Bob Buswell		

Mayor Chugg called the meeting to order. Council Member Barker offered the invocation and led the audience in the Pledge of Allegiance.

PRESENTATIONS

1. SWEARING IN OF THE NEW POLICE OFFICER, ROBERT RHOADES

City Recorder Spendlove administered the Oath of Office for new Police Officer, Robert Rhoades.

2. PRESENTATION BY WEBER COUNTY SHERIFF, RYAN ARBON

CONSENT AGENDA

3,4&5. DISCUSSION AND/OR ACTION TO CONSIDER OCTOBER 1, 2019 CITY COUNCIL MEETING MINUTES, OCTOBER 8, 2019 CITY COUNCIL MEETING MINUTES AND OCTOBER 22, 2019 CITY COUNCIL MEETING MINUTES

Council Member Turner motioned to approve October 1, 2019 City Council Meeting Minutes, October 8, 2019 and October 22, 2019 City Council Meeting Minutes. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

ACTIVE AGENDA

6. PUBLIC COMMENTS

Jennie Taylor, 123 W. 3100 N., stated she is present to represent the group "Follow the Flag – North Ogden". Today they retrieved the flag flying in Coldwater Canyon and they also took down the flags that were posted in front of the City Hall building that were referred to as the Field of Honor. She and her group wished to thank the City Council for their support and also the staff of the City's Parks and Recreation Department for allowing them to hold a program at the Barker Park Amphitheater to honor veterans. Positive feedback regarding the event has been received and it would not have been possible without the cooperation of the City. The past 10 days have been touching and

she is very excited about the great spirit of patriotism that is alive and well in North Ogden.

7. **CONSIDERATION OF AMENDING THE FISCAL YEAR 2020 BUDGET**

A staff memo from Finance Director Nelson explained staff would like to propose several amendments to the City Budget for Fiscal Year 2020. A spreadsheet outlines the specific changes by general ledger account. The City Council must hold a public hearing to allow comment on the proposed amendments.

Proposed Amendments:

DONATIONS \$20,000 – At various occasions throughout the fiscal year, the City receives donations for various purposes. In the Police and Parks Departments donations seem to come in more often. In the past, donation revenues have been receipted into a donation revenue line item and then the proper department was expected to find an existing approved budget for expenditure of the money. This practice causes unanticipated donated funds to reduce the amount of funds available for department operations and projects. Amendments are proposed to allow the Police and Parks Departments to each have a \$10,000 donation expenditure budget offset by individual \$10,000 donation revenue budgets. The expenditure budgets are listed as “Contingent”, meaning expenditure of the budgeted amount is contingent on receipt of donated revenues.

TRAIL LAND PURCHASE \$25,000 – This amendment would allow the City to purchase a portion of the land located at 187 East 1900 North for use in the City trail system. \$20,000 is proposed to be moved from the budget approved for the Police building feasibility study, which came in under budget. An additional \$5,000 is proposed to come from fund balance in the Capital Improvement Fund.

Mr. Nelson reviewed his staff memo.

Council Member Barker asked if there are opportunities for securing additional funding for the Police Department; the Police Station is very outdated and improving that facility and equipment that is used by the Department is a higher priority for him than building a new trail. Mr. Nelson stated that budget for the Police Station is in the City’s Capital Improvement Fund, which is the same fund that funds trail projects; the better question may be whether the City wants to buy the land for the trail. Council Member Barker stated that he is supportive of purchasing the land; he simply feels that the Police Station project is very important. Mr. Nelson stated that the City is funding a feasibility study for the construction of a new Police Station.

a. **PUBLIC HEARING**

Mayor Chugg opened the public hearing at 6:14 p.m.

There were no persons appearing to be heard.

Council Member Swanson motioned to close public hearing. Council Member Turner seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

The Public Hearing was closed at 6:15 p.m.

b. **DISCUSSION AND/OR ACTION TO CONSIDER AN ORDINANCE
AMENDING THE FISCAL YEAR 2020 BUDGET**

Council Member Swanson motioned to approve Ordinance 2019-23 amending the Fiscal Year 2020 Budget. Council Member Turner seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

8. **DISCUSSION ON THE QUARTERLY FINANCIAL REPORT FOR QUARTER ENDING SEPTEMBER 30, 2019**

A staff memo from Finance Director Nelson referenced the Quarterly Financial Report for the quarter ending September 30, 2019. The detail report provides revenue, expenditure, and balance sheet information for all City funds. A summary sheet provides a visual representation of the sales tax trend, and a revenue and expenditure comparison to budget.

Sales Tax revenues for Fiscal Year 2020 are slightly higher than projections at \$491,619. This is \$26,140 or 5.62% ahead of projections. The total represents a 4.4% increase over the previous fiscal year. The growth in revenue continues the trend we have been seeing for the past several years. This data includes revenues received in September and October, which is from transactions in July and August.

The summary graph shows revenues and expenditures compared to budget. Here are a few notes:

General Fund – Expenditures exceed revenues. Some major expenditures occur at the beginning of the fiscal year (such as the annual liability insurance premium), while some revenues are received later (such as property taxes). Some revenues also have a reporting delay.

Aquatic Center Fund – Expenditures exceed revenues due to the seasonal nature of revenues.

Transportation Funds – Most of the revenue in the transportation funds is being saved for the widening of Washington Blvd.

Capital Improvement Fund – Several projects occurred at the beginning of the fiscal year. Fund balance and revenues received throughout the fiscal year are expected to offset these expenditures.

Motor Pools – Expenditures exceed revenues due to vehicle purchases at the beginning of the fiscal year.

Fund Balances:

Current data shows the following fund balance estimates as of September 30, 2019:

General \$1,435,038	Water \$3,166,365
Aquatic Center \$57,963	Sewer \$1,288,739
Transportation Utility \$904,641	Storm Water \$1,010,024
Transportation Impact Fee \$1,355,009	Solid Waste \$445,626
Transportation Sales Tax \$677,616	Motor Pool \$130,780
Sewer Impact Fee \$349,085	Police Motor Pool \$61,068
Storm Impact Fee \$1,355,228	RDA \$1,314,525
Capital Improvement \$313,929	CDA \$(550,000)
400/450 East \$167,676	

Economic Forecast: Sales Tax revenues are closely tied to the local and statewide economy. This revenue source has been increasing each year since 2010. Many economists are predicting a slowdown in the economy in 2020. Such a slowdown would have the most significant impact on the City's General Fund, particularly sales tax and building revenues. Economic trends will be monitored and will guide budget recommendations in the coming year.

Mr. Nelson reviewed his staff memo and provided several charts and graphs that illustrate the data contained in the Quarterly Report. He then noted he has received an email from a resident with a question about whether the City's bank accounts are insured. He reported the City has a checking account at Wells Fargo Bank and a couple of savings accounts – one at Zion's Bank and the other at American First Credit Union. Those accounts are insured up to \$250,000 through the FDIC. The checking account typically has a balance greater than \$250,000 to meet cash flow needs in the City. The bulk of the City's money is maintained in the Public Treasurers Investment Fund (PTIF) which is managed by the State Treasurer's Office. That money is not insured, but is invested in accordance with the Utah Money Management Act. The City has been approached by a few private companies about the possibility of private investment of the City's funds and these companies have indicated they can promise better returns. He stated there are options for the Council to consider if they would like to make changes to current practices.

Council Member Swanson asked if there is a reason for not breaking the Wells Fargo account into smaller accounts so that all are insured up to the \$250,000 FDIC limit. Mr. Nelson stated this would require several accounts at different banks and that has not been pursued for efficiency purposes.

Mr. Nelson then stated that another question that has come up is the reason for the increase in the amounts of administrative transfers from the Enterprise Funds into the General Fund. He explained there are quite a few employees in the City whose salaries should be paid by different funds; administrative employees serve general departments as well as utility divisions. The City's allocation approach has been adjusted to ensure that each fund pays the correct portion for these salaries. Additionally, operational costs have increased associated with the creation of a new Department in the General Fund budget to cover City Engineer and Public Works Inspector costs. He indicated there is a great amount of detail relating to these matters and any member of the Council or a resident is welcome to sit with him and review that information. He added that more discussion regarding those issues will take place in the upcoming budget development process for Fiscal Year 2020-2021.

9. **DISCUSSION AND/OR ACTION TO CONSIDER AN ORDINANCE AMENDING THE NORTH OGDEN ZONING ORDINANCE 11-10-6 THE BUILDING HEIGHT EXCEPTION STANDARDS FOR CUPOLAS**

A staff memo from Planning Director Scott explained when the City is considering a legislative matter, the Planning Commission is acting as a recommending body to the City Council. The City has wide discretion in taking legislative action. Examples of legislative actions are general plan, zoning map, and land use text amendments. Legislative actions require that the Planning Commission give a recommendation to the City Council. Typically, the criteria for making a decision, related to a legislative matter, require compatibility with the general plan and existing codes.

BACKGROUND

At the September 4, 2019 Planning Commission meeting a proposal to amend the building height exception for cupolas was discussed. The current standard allows for height exceptions, but cupolas are not one of them.

The Planning Commission on October 2, 2019 reviewed examples from other cities and felt that a defined size standard would be preferred and directed that a public hearing be set for the amendment.

The Planning Commission conducted a public hearing on October 16, 2019. The Planning Commission determined that a more rectangular design is more appropriate than a square standard. Staff has inserted a rectangular standard.

11-10-6: ADDITIONAL HEIGHT REGULATIONS

1. Generally: No building shall be erected, reconstructed or structurally altered to exceed in height the limit hereinafter designated for the zone in which such building is located, except as otherwise specifically provided.
2. Exceptions: Height regulations established elsewhere in this title shall not apply:
 1. In any district, to church spires, monuments and water towers; provided, that such structure shall be so located and constructed that if it should collapse, its reclining length would still be contained on the property on which it was constructed. Cupolas may be constructed to a maximum of three (3) feet in width and four (4) feet in height. A weather vane or lighting rod may be located on top of the cupola. Further, that these structures shall not be used for human occupancy.

The memo discussed the application's conformance with the General Plan; the following goals from the General Plan identify the ongoing need to improve design standards within the North Ogden City zoning ordinances.

Housing Goals

Goal #1 – Increase Housing Quality and Variety

- Establish and adhere to high quality building and design standards for all housing types so that development enhances the community character.

Strategies

- Proactively evaluate current ordinances and policies to determine whether there are obstacles that can be removed or modified to achieve the community’s housing goals.
- Create design standards to improve the overall quality of North Ogden’s housing.
- Work with homeowners, landlords, and renters to maintain and improve existing properties.

The memo offered the following summary of potential Land Use Authority considerations:

- Should a height exception be created for cupolas?
- What should that standard be?
- Is the amendment consistent with the General Plan?

The memo concluded the Planning Commission should conduct the public hearing and make a recommendation to the City Council. The Planning Commission can find that the amendment is consistent with the General Plan.

City Manager/Attorney Call reviewed the staff memo in Mr. Scott’s absence; he facilitated review of the proposed code amendment to give the City Council a clear understanding of the implications of the amendment.

Council Member Turner asked if the standards for cupolas will replace standards for chimneys. Mr. Call answered no and stated that standards for chimneys will remain intact.

Council Member Barker motioned to approve Ordinance 2019-24 amending the North Ogden Zoning Ordinance 11-10-6 the building height exception standards for cupolas. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously

10. **DISCUSSION AND/OR ACTION TO CONSIDER THE 2019 WATER CONSERVATION PLAN**

Public Works Director Espinoza stated this Plan was first presented to the Council in 2014 and the City is required to update it every five years. The Plan must include information about what the City is doing to educate residents regarding water conservation efforts. It also provides information about the City's water source and water storage sites. The document includes information about the City's water metering system and monitoring policies, and specifically the leak detection system that is part of the metering system. Additionally, the City's SCADA system is very sophisticated and can help his staff monitor activity from the City's reservoirs to determine if any water is being lost. Finally, the last change in the document relates to metering hydrants when they are used by contractors for various projects throughout the City. Contractors now pay a deposit for the meter and then pay for the metered water. He then provided a high-level overview of the other data included in the Plan document; this included a review of the goals that were included in the 2014 document for which a status report has been provided.

Council Member Swanson motioned to approve Resolution 08-2019 for the 2019 Water Conservation Plan. Council Member Barker seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously

11. **UPDATE ON THE SNOW PLOWING SEASON**

Public Works Director Espinoza reviewed the six snow plowing routes managed by Public Works Department staff; it previously took about eight hours to plow the entire City, but with the addition of upgraded plow equipment, the job can be done in about 4.5 hours. He thanked the Council for the funding they dedicated to this new equipment as it has made it possible for his Department to improve efficiencies and service to residents. He then reported his Department works closely with the Police Department to determine when road conditions are unsafe and plowing is required. He presented a document that has been publicly published to inform residents of winter parking regulations provided in the City Code. There was a brief discussion about the City's liability for any damage

caused by a snow plow truck during a snow storm; City Manager/Attorney Call indicated that the City's insurance provider will not provide coverage if a vehicle is parked on a street in violation of City ordinances or if damage is caused by snow and not the actual snow plow. Mr. Espinoza added that his employees document and report any instance where they might hit personal property with their plow so that when a resident calls, he is already aware of the situation. He then provided a document for reference by Council Members that includes answers to commonly asked questions they may receive from constituents. Mr. Call added it is important to note that it is illegal for a resident to use a snow blower or shovel to place snow from their property into a City street.

12. DISCUSSION AND/OR ACTION TO CONSIDER RENEWING THE LEASE AGREEMENT WITH FAMILY PROMISE

A staff memo from City Manager/Attorney Call explained Family Promise has asked that we extend their contract for the lease of the Public Works Property until July 31, 2020. Under the existing contract we are allowed to renew it for up to two years through July 31, 2020. Staff recommends adopting this simple extension to allow for a full contract to be brought back for the Council to consider the extension of the relationship beyond the July 31, 2020 time frame. Attached is a simple renewal agreement which keeps all the same terms as outlined in the original Agreement.

Mr. Call reviewed his staff memo.

Council Member Barker motioned to approve Agreement A20-2019 renewing the lease with Family Promise to July 31, 2020. Council Member Swanson seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

13. PUBLIC COMMENTS

There were no public comments.

14. COUNCIL/MAYOR/STAFF COMMENTS

Council Member Turner reported on his participation with the Weber Mosquito Abatement District. His term will expire at the end of the year and it will be up to the Mayor to appoint a new representative for the City. He briefly discussed the work that is done by the District Board.

City Manager/Attorney Call reported on the status of the feasibility study for the Police Station project. The study results should be available to the Council in February. He then reported that the budget preparation process will need to start early in the new year and he asked the Council to begin thinking of that. Finally, he would like to schedule an orientation meeting for elected officials with Department Heads of the City to allow them to get acquainted with operations of the City.

Public Works Director Espinoza reported on a recent meeting between City staff and Central Weber Sewer District. He is encouraged by the work done by the District to maintain and improve their infrastructure that is running through North Ogden.

City Recorder Spendlove reported that the official election results will not be canvassed until next Tuesday, but she reported there were 5,437 ballots cast in the Election. There are 10,146 registered voters in the City. This is a 52.5 percent turnout, which is the highest voter turnout in the City's history. Once new elected officials have been sworn in, they will have the opportunity to participate in some elected officials training sessions locally and on the State level.

15. ADJOURNMENT

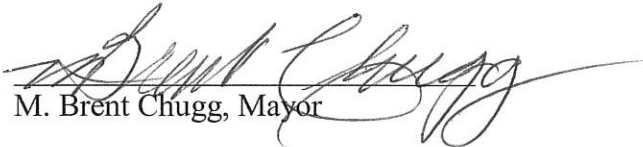
Council Member Stoker motioned to adjourn the meeting. Council Member Barker seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

The meeting adjourned at 7:26 p.m.


M. Brent Chugg, Mayor


S. Annette Spendlove, MMC
City Recorder

7 Jan 2020
Date Approved