



HOOPER CITY
CITY COUNCIL AGENDA - AMENDED
JANUARY 16, 2025, 7:00PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315

Notice is hereby given that the Hooper City Council will hold a work meeting at 6:00pm and their regularly scheduled meeting at 7pm on Thursday, January 16, 2025, at the Hooper Municipal Building located at 5580 W 4600 S Hooper, UT 84315.

Work Meeting – 6:00pm

1. Discussion on Agenda Items
 - a. Presentation – JUB Engineer; Jeff Morgan
 - i. Updated Storm Water Management Plan

Regular Meeting – 7:00pm

1. Meeting Called to Order
2. Opening Ceremony
 - a. Pledge of Allegiance – Council member Northrop
 - b. Reverence – Council member Fowers
3. Upcoming events
4. Consent Items
 - a. Motion- Approval of Minutes dated January 2, 2025
5. Reports, and/or Presentations
 - a. FY 2024 Audit Presentation; Kurt Gilbert
 - b. December Financial Reports for FY 2025; Cami Moss
 - c. Presentation – Emergency Preparedness; Dave Harris
 - d. Discussion- Review Chapter 8; Title X
6. Public Hearings
7. Action Items
 - a. Motion – Mayor Pro-Tem 2025
 - b. Motion- City Council Assignments
 - c. Motion – Approval of adoption of Updated Storm Water Management Plan
8. Discussion Items
 - a. Planning Commission
9. Citizen Comment (*Resident(s) attending this meeting will be allotted 3 minutes to express a concern about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue presented.*)
10. Adjournment

Morghan Yeoman

Morghan Yeoman, City Recorder

**Please see notes regarding public comments and public hearings*

In compliance with the American with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the city recorder at 801-732-1064 or admin@hoopercity.com at least 48 hours prior to the meeting.

CERTIFICATE OF POSTING

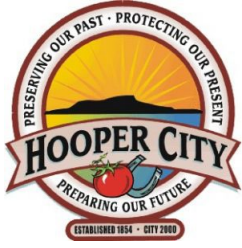
The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Hooper City limits on this 16th day of January, 2025 at Hooper City Hall, on the City Hall Notice Board, on the Utah State Public Notice Website, and at <https://www.hoopercity.com/meetings>.

***NOTES REGARDING PUBLIC COMMENT AND PUBLIC HEARINGS**

- A. Time is made available for anyone in the audience to address the City Council during public comment and through public hearings.
 - a. When a member of the audience addresses the council, they will come to the podium and state their name and address.
 - b. Each person will be allotted three (3) minutes for their remarks/questions.
 - c. The City Recorder will inform the speaker when their allotted time is up.

***CONFLICT OF INTEREST**

As per Utah State Code §67-16-9; Public officers and employees cannot have personal investments in a business entity that would create a substantial conflict between their private interests and public duties. This also applies to board members.



**HOOPER CITY
CITY COUNCIL MEETING MINUTES
THURSDAY, JANUARY 2, 2025, 7:00PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315**

The Hooper City Council held a work meeting at 6:00pm and their regular meeting at 7pm on January 2, 2025, at the Hooper City Civic Center located at 5580 W. 4600 S, Hooper, UT 84315.

COUNCIL MEMBERS PRESENT:

Sheri Bingham – Mayor
Dale Fowers
Bryce Wilcox
Debra Marigoni
Lisa Northrop
Ryan Hill

COUNCIL MEMBERS EXCUSED:

CITY STAFF & PLANNING COMMISSION PRESENT:

Reed Richards – City Attorney
Morghan Yeoman – City Recorder
Malcolm Jenkins - City Planner
Lieutenant Lavelly – Weber County Sherriff
Lieutenant Butler – Weber County Sherriff

AUDIENCE PRESENT:

See attached list

6:00PM WORK MEETING

1. Discussion on Agenda Items

At 6:00pm the City Council held a work meeting where agenda items were discussed.

7:00PM REGULAR MEETING

1. Meeting Called to Order – Mayor Bingham

At 7:00 pm Mayor Sheri Bingham called the meeting to order.

2. Opening Ceremony

a. Pledge of Allegiance

Council Member Hill led in the Pledge of Allegiance.

b. Reverence

Council Member Bingham offered reverence.

3. Upcoming Events

Mayor Bingham announced that Roy Junior High School- NLA team took 1st in the county.

4. Consent Items

None

5. Discussion Items, Reports, and/or Presentations

a. November Financial Reports for FY 2025

Mayor Bingham announced the November Financial Reports for FY 2025.

6. Public Hearings

None

7. Action Items.

a. Discussion/ Motion: Appointment of 3 Planning Commission Members to fill vacancy of 3 terms ending December 2024.

Mayor Bingham announced that 3 Planning Commission members 4-year terms ended at the end of December 31, 2024. Mayor Bingham thanked the three Planning Commission members Jessica Smith, Blake Cevering, and Sheldon Greener for serving on the Planning Commission.

Mayor Bingham introduced Jase McCormick, Steve Wall, and Gene Larson applied and were ready to introduce themselves.

Jase McCormick introduced himself and explained why he wants to be on the Planning Commission.

City Council Member Fowers asked Jase how he felt about the direction Hooper has been and is going.

City Council Member Wilcox asked if he supports the current General Plan.

City Council Member Marigoni asked in 10 years what do you think Hooper will look like.

Jase McCormick responded to the questions.

Gene Larson introduced himself and explained why he wants to be on The Planning Commission.

City Council Member Wilcox asked if he supported the General Plan and what he knew about it.

City Council Member Fowers asked what he sees 10-20 years Hooper looks like and if there is any conflict of interest.

Gene Larson responded to the questions.

Steve Wall introduced himself and explained why he wants to be on The Planning Commission.

City Council Member Wilcox asked if Steve supported the General Plan and asked his thoughts on the Smith’s development.

City Council Member Fowers asked with Steve taking on another role if he will have the time and resources to be a member.

Steve Wall responded to the questions.

Council Member Wilcox added in the motion that he wanted Commissioner Cevering and Commissioner Greener to be retained at the next meeting.

Council Member Hill stated that it would be against code that they would need to be reappointed.

COUNCIL MEMBER HILL MOTIONED TO APPROVE THE THREE PLANNING COMMISSION MEMBERS RECOMMENDED BY MAYOR BINGHAM AND A REQUEST OF ORDINANCE CHANGE TO A 7 MEMBER QUORUM INSTEAD OF 5 AT THE NEXT CITY COUNCIL MEETING AS WELL AS THE MEMBER TERMS BE DETERMINED TO MAKE THEM STAGGERED.

COUNCIL MEMBER:

VOTE:

WILCOX

NAY

MARIGONI

AYE

FOWERS

NAY

HILL

AYE

NORTHROP

AYE

MOTION PASSED.

- b. Motion: Mayor Pro-Tem 2025

Mayor Bingham introduced what Mayor Pro-Tem 2025 is a member of City Council appointed to take place of the Mayor if the Mayor is unavailable to attend.

COUNCIL MEMBER HILL MOTIONED TO TABLE THE MAYOR PRO TEM 2025 UNTIL THE NEXT CITY COUNCIL MEETING. COUNCIL MEMBER WILCOX SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
WILCOX	AYE
MARIGONI	AYE
FOWERS	AYE
HILL	AYE
NORTHROP	AYE

MOTION TABLED.

- c. Motion: Approval of meeting schedule 2025.

Mayor Bingham introduced the meeting schedule for 2025 and mentioned the added dates to review budget.

COUNCIL MEMBER MARIGONI MOTIONED TO APPROVE THE MEETING SCHEDULE FOR 2025. COUNCIL MEMBER FOWERS SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
WILCOX	AYE
MARIGONI	AYE
FOWERS	NAY
HILL	AYE
NORTHROP	AYE

MOTION APPROVED.

- d. Discussion: Approval of changes to Title X.

Mayor Bingham announced that there will not be a motion on the changes made to Title X. Mayor Bingham announced that there will be a public hearing on it at the next City Council meeting on January 16th. The City Planner Malcolm Jenkins gave points on what has changed.

The City Council had a discussion on the changes made to Title X.

- e. Discussion/Motion- Review and Discuss selection and appointment process of Planning Commission Members.

Council Member Wilcox mentioned that this was discussed in work meeting and will not need any action. No motion needed.

8. Public Comments

Lieutenant Lavelly announced that Lieutenant Butler will be the new officer for Hooper City.

Mayor Bingham announced that a 4-way will be put in at 5500 W. and 5500 S. (Sinclair intersection)

9. Adjournment

AT APPROXIMATELY 7:45 PM COUNCIL MEMBER HILL MOVED TO ADJOURN THE MEETING. COUNCIL MEMBER MARIGONI SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
WILCOX	AYE
MARIGONI	AYE
FOWERS	AYE
HILL	AYE
NORTHROP	AYE
MOTION PASSED.	

Date Approved: _____

Jamee Johnston, Deputy City Recorder

HOOPER CITY
MONTHLY FINANCIAL STATEMENTS
December 31, 2024

HOOPER CITY
SIX MONTHS ENDED DEC 31, 2024
Comments and Recommendations from Child Richards CPAs & Advisors

With six months being reported, we are 50% of the way through the year.

GENERAL FUND

Overall, the revenues are at budget-to-date at a total of 50.2% and the expenditures are under budget at a total of 34%.

Revenues:

- The main sources of income to date are Sales Tax of \$877,437(10-31-3000), Building Permits of \$118,341, Interest of \$111,487, and Class “C” Roads of \$285,813.
- Utility Franchise has received \$214,453. This includes 5 months of revenues. This revenue is averaging around \$42,891 a month in income. This is slightly over budget by 3.6%.

Expenditures:

- Recreation is over budget due to the timing of expenditures relating to tomato days.
- The remaining funds are under budget.

Fund Balances:

- The City has \$947,466 in fund balance that are restricted for Class C Road purposes.
- The City has \$1,383,944 in fund balance restricted from the local highway option for highway construction and maintenance.
- The City had unspent ARPA money in the amount of \$165,381. This money was transferred to the Storm Water department. These funds must be committed by December 31, 2024 and spent by December 31, 2026. The money has been committed for a Storm Water project.
- The General Fund’s unrestricted fund balance is required to be between 5% and 35% of revenues in the General Fund. After the recommended budget adjustments to transfer money to the Capital Projects fund, the fund balance will be within this range. Currently the fund balance is at 32%. We will continue to closely monitor this.

HOOPER CITY
SIX MONTHS ENDED DEC 31, 2024
Comments and Recommendations from Child Richards CPAs & Advisors

Tomato Days

The revenue and expense for each event runs from January to December. The sponsors typically begin paying starting in January.

	REVENUE	EXPENSE	NET INCOME
CALENDAR YEAR TOTALS			
2023 TOMATO DAYS	95,123	87,261	7,861
2024 TOMATO DAYS - TOTAL TO DATE	76,647	100,685	(24,038)
CURRENT FISCAL YEAR (FY 25)			
2024 TOMATO DAYS	95,334	85,607	9,726
2025 TOMATO DAYS	63,312	98,627	(35,314)

This calendar year the tomato's days had a drop in revenues of about \$18,500. This year the City did not receive any funds from the RAMP grant. In the prior year the RAMP grant contributed \$22,000.

Also, during the year, the costs of the event increased. (Amounts are approximate) The City usually gets \$1,100 of candy donated that was not donated; the cost of the performances increased by \$2,400; Belt buckles for winners increased by \$1,200; the new team roping event increased costs of \$3,000; additional cost for tent rental of \$2,200; additional cost of fireworks \$3,300 and additional cost of entertainment was \$1,200. There were other various increases for the cost the event.

UTILITY FUNDS

This is the first year we have broken out the utility funds into Sewer, Garbage, and Storm Water

Sewer

The sewer utility charges are right at budget with 51.2% collected.

Expenses are below budget at 42.7% of budget. Once the City pays the additional estimated CWSD charges of \$49,191 the budget will be at about 45.3%.

- The Sewer Fund had unspent ARPA money in the amount of \$52,154. These funds must be committed by December 31, 2024 and spent by December 31, 2026. The money has been committed for the purchase of additional pumps.

Garbage

The garbage fund charges are close to budget with 50.8% collected.

Expenses are at 38.7% of budget.

HOOPER CITY
SIX MONTHS ENDED DEC 31, 2024
Comments and Recommendations from Child Richards CPAs & Advisors

Storm Water

The storm water fund charges are right at budget with 50.8% collected.

Very minimal expenses have been incurred to date. Only 9% of the budget has been spent.

- The City had unspent ARPA money in the amount of \$165,381 in the general fund. The council opted to transfer this money into the Storm Water Fund. These funds must be committed by December 31, 2024 and spent by December 31, 2026. The money has been committed for a Storm Water project.

CAPITAL PROJECTS

The unrestricted fund balance is \$2,690,715. There are restricted funds of \$85,791 for park impact fees.

The City has been reimbursed for part of the 5500 W project from the county and interest is above budget.

The City continues the 5500 West Project along with several other capital projects.



To the Mayor and Council and Management of
Hooper City
Hooper City, Utah

Management is responsible for the accompanying interim financial statements as of and for the six months ended December 31, 2024 in accordance with accounting principles generally accepted in the United States of America. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the interim financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these interim financial statements.

Management has elected to omit substantially all of the disclosures, the government-wide financial statements, and the statements of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and statements were included in the interim financial statements, they might influence the user's conclusions about the City's financial position, results of operations, and cash flows. Accordingly, the interim financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to the City.

Child Richards CPAs & Advisors

Ogden, Utah
January 7, 2024

HOOPER CITY
 COMBINED CASH INVESTMENT
 DECEMBER 31, 2024

COMBINED CASH ACCOUNTS

01-101110	CASH IN CHECKING- BANK OF UTAH	1,534,042.51
01-101120	XPRESS DEPOSIT ACCOUNT	265,459.38
01-110750	UTILITY CASH CLEARING	(1,174.09)
	TOTAL COMBINED CASH	<u>1,798,327.80</u>
01-101010	CASH ALLOCATED TO OTHER FUNDS	(1,798,327.80)
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	(3,999,853.72)
20	ALLOCATION TO SEWER FUND	2,109,329.75
22	ALLOCATION TO GARBAGE FUND	51,678.69
23	ALLOCATION TO STORM WATER FUND	860,867.11
30	ALLOCATION TO CAPITAL PROJECTS	<u>2,776,305.97</u>
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,798,327.80
	ALLOCATION FROM COMBINED CASH FUND - 01-101010	(1,798,327.80)
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

HOOPER CITY
BALANCE SHEET
DECEMBER 31, 2024

GENERAL FUND

ASSETS

10-101010	CASH IN COMBINED FUND	(3,999,853.72)	
10-101030	PTIF 3865	7,746,326.84	
10-101220	PTIF - 4693 CEMETERY	127,385.68	
10-103005	PETTY CASH	311.08	
10-103015	PREPAID EXPENSES	16,712.24	
10-103510	PROPERTY TAXES	3,220.79	
10-103520	PROPERTY TAXES DEFERRED	259,771.00	
10-103530	SALES TAX	286,429.84	
10-103540	ROAD FUNDS	95,165.29	
10-103560	DUE FROM OTHER GOVT	88,757.87	
	TOTAL ASSETS		4,624,226.91

LIABILITIES AND EQUITY

LIABILITIES

10-201115	CREDIT CARD	(11,060.68)	
10-201210	SALARIES AND BENEFITS	25,840.18	
10-201212	FICA PAYABLE	5,375.03	
10-201213	FEDERAL TAX PAYABLE	9,451.11	
10-201215	STATE TAX PAYABLE	(13,438.50)	
10-201218	STATE RETIREMENT PAYABLE	1,922.42	
10-201219	HEALTH INSURANCE PAYABLE	12,520.08	
10-201230	IMPROVEMENT BONDS PAYABLE	241,800.00	
10-201330	ESCROW ACCOUNTS PAYABLE	425,731.56	
10-204010	PROPERTY TAXES	259,771.00	
10-204015	DEFERRED REVENUE	13,335.00	
	TOTAL LIABILITIES		971,247.20

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
10-301000	RESTRICTED FOR ROAD FUNDS	947,466.08	
10-302000	RESTRICTED FOR LOCAL OPTION MT	1,383,944.16	
10-302500	RESERVED- UTILITY TAX 5%	10,722.63	
10-305000	UNASSIGNED GENERAL FUND BALANC	692,342.57	
	REVENUE OVER EXPENDITURES - YTD	618,504.27	
	BALANCE - CURRENT DATE	3,652,979.71	
	TOTAL FUND EQUITY		3,652,979.71
	TOTAL LIABILITIES AND EQUITY		4,624,226.91

HOOPER CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-1000 PROPERTY TAXES	.00	30,998.56	260,000.00	229,001.44	11.9
10-31-3000 SALES AND USE TAXES	154,789.53	877,436.88	1,620,000.00	742,563.12	54.2
10-31-4000 FRANCHISE	.00	.00	57,400.00	57,400.00	.0
10-31-4050 UTILITY FRANCHISE	48,658.30	214,452.59	480,000.00	265,547.41	44.7
10-31-4100 TELECOMMUNICATIONS	3,042.03	13,112.72	24,500.00	11,387.28	53.5
10-31-5000 SALES TAX .25%	14,633.92	82,431.96	152,000.00	69,568.04	54.2
TOTAL TAXES	221,123.78	1,218,432.71	2,593,900.00	1,375,467.29	47.0
<u>LICENSES</u>					
10-32-1000 BUSINESS LICENSES	5,455.00	6,462.50	14,000.00	7,537.50	46.2
10-32-2010 EXCAVATION	5,056.35	14,196.65	19,500.00	5,303.35	72.8
10-32-2020 CONDITIONAL USE PERMITS	466.00	2,586.00	3,900.00	1,314.00	66.3
10-32-2110 BUILDING PERMITS	6,999.61	118,341.11	173,800.00	55,458.89	68.1
10-32-2120 STATE FEE	65.00	1,230.02	265.00	(965.02)	464.2
10-32-2130 PLAN CHECK FEES	1,548.33	30,450.83	43,600.00	13,149.17	69.8
TOTAL LICENSES	19,590.29	173,267.11	255,065.00	81,797.89	67.9
<u>INTERGOVERNMENTAL</u>					
10-33-5600 CLASS "C" ROAD FUNDS	80,452.01	285,812.67	500,000.00	214,187.33	57.2
10-33-5800 LIQUOR FUNDS	.00	.00	6,145.00	6,145.00	.0
10-33-7000 GRANTS LOCAL UNITS	.00	10,000.00	.00	(10,000.00)	.0
TOTAL INTERGOVERNMENTAL	80,452.01	295,812.67	506,145.00	210,332.33	58.4
<u>CHARGES FOR SERVICES</u>					
10-34-1300 ZONING AND SUBDIVISION FEES	.00	972.00	10,000.00	9,028.00	9.7
10-34-1400 CEMETERY LOT FEES	3,400.00	19,350.00	36,000.00	16,650.00	53.8
10-34-1410 CEMETERY SERVICES	300.00	2,100.00	34,000.00	31,900.00	6.2
10-34-7010 ARENA	.00	.00	4,000.00	4,000.00	.0
10-34-7020 BOWERY	.00	(570.00)	1,500.00	2,070.00	(38.0)
10-34-7030 CIVIC CENTER	(1,602.98)	997.02	250.00	(747.02)	398.8
TOTAL CHARGES FOR SERVICES	2,097.02	22,849.02	85,750.00	62,900.98	26.7
<u>FINES AND FORFEITURES</u>					
10-35-1000 FINES	3,134.99	10,359.07	18,800.00	8,440.93	55.1
TOTAL FINES AND FORFEITURES	3,134.99	10,359.07	18,800.00	8,440.93	55.1

HOOPER CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
10-36-0050 TOMATO DAY RECEIPTS	.00	63,312.28	83,500.00	20,187.72	75.8
10-36-1000 INTEREST	18,103.17	111,487.22	275,000.00	163,512.78	40.5
10-36-8000 OTHER	.00	19,336.00	500.00	(18,836.00)	3867.2
10-36-8005 SENIOR LUNCH	(400.00)	315.50	.00	(315.50)	.0
TOTAL MISCELLANEOUS	17,703.17	194,451.00	359,000.00	164,549.00	54.2
TOTAL FUND REVENUE	344,101.26	1,915,171.58	3,818,660.00	1,903,488.42	50.2

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-41-1100 COUNCIL	(219.65)	2,019.28	9,000.00	6,980.72	22.4
10-41-1200 COUNCIL TRAINING	.00	.00	7,200.00	7,200.00	.0
10-41-3100 EXECUTIVE	125.00	819.20	9,000.00	8,180.80	9.1
10-41-4100 AUDITOR	.00	.00	3,900.00	3,900.00	.0
10-41-4300 ACCOUNTING	5,372.50	16,487.50	24,000.00	7,512.50	68.7
10-41-4400 RECORDER	.00	.00	550.00	550.00	.0
10-41-4500 ATTORNEY	1,381.25	8,585.00	25,000.00	16,415.00	34.3
10-41-4510 DONATIONS	.00	.00	6,450.00	6,450.00	.0
10-41-4520 CARES ACT/ARPA	.00	.00	350,000.00	350,000.00	.0
10-41-4600 INSPECTION INFRA FEE	.00	.00	5,000.00	5,000.00	.0
10-41-5000 MISCELLANEOUS	71.00	773.12	3,000.00	2,226.88	25.8
10-41-5010 INTEREST EXPENSE	.00	.00	200.00	200.00	.0
10-41-5025 MERCHANT/BANK FEES	(53.00)	(73.01)	2,500.00	2,573.01	(2.9)
10-41-5050 ENGINEERING GENERAL	5,532.76	37,182.96	60,000.00	22,817.04	62.0
10-41-5075 INFORMATION TECHNOLOGY	5,303.01	18,868.01	22,000.00	3,131.99	85.8
10-41-5085 COMPUTER REPLACEMENT	.00	6,216.21	2,500.00	(3,716.21)	248.7
10-41-5100 MEMBERSHIPS	125.00	6,828.88	6,500.00	(328.88)	105.1
10-41-6000 MAINTENANCE	575.00	3,257.07	6,000.00	2,742.93	54.3
10-41-6010 UTILITIES	(793.78)	2,268.07	14,500.00	12,231.93	15.6
10-41-6250 NEWSLETTER	.00	1,421.70	2,500.00	1,078.30	56.9
10-41-6510 NEWSPAPER	.00	.00	500.00	500.00	.0
10-41-6520 ELECTIONS	.00	.00	11,000.00	11,000.00	.0
10-41-6530 TRAINING	195.00	292.76	6,900.00	6,607.24	4.2
10-41-6535 SPRING/FALL CLEANUP	.00	.00	5,000.00	5,000.00	.0
10-41-6540 POSTAGE	.00	.00	3,000.00	3,000.00	.0
10-41-6545 SCHOOL CROSSING GUARDS	.00	11,482.00	45,000.00	33,518.00	25.5
10-41-6547 SIGNAGE	.00	.00	1,000.00	1,000.00	.0
10-41-6550 SMALL EQUIPMENT	.00	.00	4,900.00	4,900.00	.0
10-41-6560 SUPPLIES	264.09	2,451.07	5,000.00	2,548.93	49.0
10-41-6565 LIABILITY INSURANCE	.00	695.88	25,100.00	24,404.12	2.8
10-41-6600 LIFE INSURANCE	3.23	20.20	90.00	69.80	22.4
10-41-6610 SALARIES AND WAGES	5,749.71	38,346.82	119,952.00	81,605.18	32.0
10-41-6615 FICA	510.63	3,350.38	9,180.00	5,829.62	36.5
10-41-6620 RETIREMENT	594.07	4,012.49	16,320.00	12,307.51	24.6
10-41-6625 HEALTH INSURANCE - ADMIN	1,870.10	11,668.93	23,100.00	11,431.07	50.5
10-41-6630 WORKERS' COMPENSATION	.00	.00	810.00	810.00	.0
10-41-8000 PLANNING COMMISSION	400.00	2,544.98	6,000.00	3,455.02	42.4
10-41-8010 PLANNING COMMISSION TRAINING	.00	.00	3,000.00	3,000.00	.0
10-41-8020 COMPUTER PROGRAMS	250.00	8,601.27	7,500.00	(1,101.27)	114.7
TOTAL GENERAL GOVERNMENT	27,255.92	188,120.77	853,152.00	665,031.23	22.1

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY</u>					
10-42-1000 POLICE	.00	165,413.00	739,300.00	573,887.00	22.4
10-42-1110 EMERGENCY MANAGEMENT	.00	.00	9,600.00	9,600.00	.0
10-42-3000 CODE ENFORCEMENT	.00	.00	7,000.00	7,000.00	.0
10-42-5300 ANIMAL CONTROL - SHELTER	11,857.00	23,714.00	32,100.00	8,386.00	73.9
10-42-5310 ANIMAL CONTROL BOND	.00	.00	9,400.00	9,400.00	.0
10-42-5320 ANIMAL CONTROL-SERVICES	7,596.00	15,192.00	35,600.00	20,408.00	42.7
TOTAL PUBLIC SAFETY	19,453.00	204,319.00	833,000.00	628,681.00	24.5
<u>RECREATION</u>					
10-43-6700 YOUTH COUNCIL EXPENDITURES	.00	.00	1,000.00	1,000.00	.0
10-43-6800 HALLOWEEN HAUNT	.00	3,103.57	.00	(3,103.57)	.0
10-43-9000 EDUCATION AND COMMUNITY PROMOT	.00	7,306.45	19,500.00	12,193.55	37.5
10-43-9100 TOMATO DAYS	(1,539.85)	98,626.74	83,500.00	(15,126.74)	118.1
TOTAL RECREATION	(1,539.85)	109,036.76	104,000.00	(5,036.76)	104.8

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HIGHWAYS</u>					
10-44-1010 EQUIPMENT RENTAL	3,718.00	12,468.00	15,500.00	3,032.00	80.4
10-44-1020 FUEL	536.12	5,325.48	11,150.00	5,824.52	47.8
10-44-1025 SPRAY & CHEMICAL	.00	33.66	4,000.00	3,966.34	.8
10-44-1505 HA5 - DEVELOPER REIMBURSEMENT	.00	.00	2,000.00	2,000.00	.0
10-44-1510 CRACKSEAL - ROADS	.00	.00	61,500.00	61,500.00	.0
10-44-1515 SURFACE MAINTENANCE - ROADS	.00	300.00	126,500.00	126,200.00	.2
10-44-1520 RECLAMATION/OVERLAY - ROADS	28,208.00	31,000.41	206,000.00	174,999.59	15.1
10-44-1525 POT HOLES/PATCHING - ROADS	23,020.00	34,185.25	16,500.00	(17,685.25)	207.2
10-44-1530 STRIPING/SIGNAGE/POSTS - ROADS	6,047.16	9,039.81	20,000.00	10,960.19	45.2
10-44-1535 SNOW REMOVAL/SALT/BLADES-ROADS	1,168.50	2,653.50	23,500.00	20,846.50	11.3
10-44-1540 SWEEPING - ROADS	.00	.00	2,000.00	2,000.00	.0
10-44-1545 STREET LIGHT MAINT - ROADS	17.86	21,268.97	44,000.00	22,731.03	48.3
10-44-5000 ENGINEERING	.00	.00	10,000.00	10,000.00	.0
10-44-5550 SHOP - TOOLS/SUPPLIES/CONSUM	2,185.74	7,519.59	7,000.00	(519.59)	107.4
10-44-5600 TRAINING/CERT/TRAVEL	.00	96.48	2,000.00	1,903.52	4.8
10-44-5700 STORM DRAIN MAINT/CLEAN	.00	4,474.00	7,000.00	2,526.00	63.9
10-44-5800 STORM DRAIN PUMPS	14.18	168.18	700.00	531.82	24.0
10-44-5900 SCHOOL CROSSINGS	20.64	145.86	500.00	354.14	29.2
10-44-6000 GENERAL MAINTENANCE	1,685.98	2,235.98	7,000.00	4,764.02	31.9
10-44-6100 VEHICLES/EQUIP MAINTENANCE	1,328.24	22,482.08	15,000.00	(7,482.08)	149.9
10-44-6200 ROADSIDE MOWING	.00	.00	2,000.00	2,000.00	.0
10-44-6300 ROAD DUMP FEES	3,812.12	4,411.02	4,500.00	88.98	98.0
10-44-6600 LIFE INSURANCE	5.66	35.39	140.00	104.61	25.3
10-44-6610 SALARIES AND WAGES	10,788.91	72,494.75	208,080.00	135,585.25	34.8
10-44-6615 FICA	825.36	5,545.91	16,014.00	10,468.09	34.6
10-44-6620 RETIREMENT	1,780.58	12,043.68	36,210.00	24,166.32	33.3
10-44-6625 HEALTH INSURANCE - PUBLIC WORK	1,467.95	9,160.22	31,900.00	22,739.78	28.7
10-44-6630 WORKERS' COMPENSATION	.00	673.45	8,400.00	7,726.55	8.0
10-44-9500 PUBLIC WORKS EQUIPMENT	.00	17,441.44	20,000.00	2,558.56	87.2
TOTAL HIGHWAYS	86,631.00	275,203.11	909,094.00	633,890.89	30.3

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
10-45-1010 EQUIPMENT RENTAL	.00	.00	15,500.00	15,500.00	.0
10-45-1015 FERTILIZER	.00	85.98	7,000.00	6,914.02	1.2
10-45-1020 FUEL	536.12	5,325.48	11,150.00	5,824.52	47.8
10-45-1025 SPRAY & CHEMICAL	33.66	68.44	4,000.00	3,931.56	1.7
10-45-1030 GENERAL MAINT/CLEANING/MOWING	.00	4,664.76	12,000.00	7,335.24	38.9
10-45-1035 SPRINKLER PARTS & REPAIR	.00	69.56	9,000.00	8,930.44	.8
10-45-1060 UTILITIES	1,081.37	8,683.63	15,200.00	6,516.37	57.1
10-45-1065 UTILITIES-SECONDARY WATER	.00	3,189.93	24,700.00	21,510.07	12.9
10-45-1070 CEMETERY EXP	590.24	2,030.20	15,000.00	12,969.80	13.5
10-45-5500 WEST HAVEN RECREATION FEES	471.75	516.73	1,000.00	483.27	51.7
10-45-5550 SHOP - TOOLS/SUPPLIES/CONSUM	17.99	4,376.89	9,000.00	4,623.11	48.6
10-45-5600 TRAINING/CERT/TRAVEL	73.00	146.00	750.00	604.00	19.5
10-45-6100 VEHICLES/EQUIP MAINTENANCE	73.53	2,675.58	20,000.00	17,324.42	13.4
10-45-6105 VETERANS MEMORIAL MAINTENCE	.00	1,350.00	1,700.00	350.00	79.4
10-45-6110 ARENA MAINTENANCE	.00	4,935.36	3,000.00	(1,935.36)	164.5
10-45-6120 PARK BUILDING MAINTENANCE	2,275.20	4,241.49	5,000.00	758.51	84.8
10-45-6125 CEMETERY BUILDING MAINT	91.76	711.58	5,000.00	4,288.42	14.2
10-45-6130 TRAIL MAINTENANCE-LOCAL OPTION	.00	.00	10,000.00	10,000.00	.0
10-45-6300 PARK DUMP FEES	.00	.00	4,500.00	4,500.00	.0
10-45-6600 LIFE INSURANCE	17.76	93.64	260.00	166.36	36.0
10-45-6610 SALARIES AND WAGES	27,552.77	193,173.30	302,940.00	109,766.70	63.8
10-45-6611 PART-TIME WAGES	408.63	408.63	.00	(408.63)	.0
10-45-6615 FICA	2,107.76	14,706.16	23,154.00	8,447.84	63.5
10-45-6620 RETIREMENT	4,587.58	25,755.49	39,780.00	14,024.51	64.7
10-45-6625 HEALTH INSURANCE - PARKS	5,769.28	27,135.28	51,800.00	24,664.72	52.4
10-45-6630 WORKERS' COMPENSATION	.00	.00	5,800.00	5,800.00	.0
10-45-8500 UNEMPLOYMENT COSTS	.00	.00	2,000.00	2,000.00	.0
10-45-9000 PARKS EQUIPMENT	.00	869.12	30,000.00	29,130.88	2.9
TOTAL PARKS	45,688.40	305,213.23	629,234.00	324,020.77	48.5
<u>COMMUNITY DEV/INSPECTIONS</u>					
10-46-5075 HOOPER PLUS SOFTWARE	.00	.00	5,100.00	5,100.00	.0
10-46-5600 TRAINING/CERT/TRAVEL	.00	.00	1,000.00	1,000.00	.0
10-46-5660 MEMBERSHIPS	.00	.00	500.00	500.00	.0
10-46-6100 VEHICLE MAINTENANCE	.00	314.45	6,000.00	5,685.55	5.2
10-46-6540 POSTAGE	.00	.00	300.00	300.00	.0
10-46-6550 CONTRACT SERVICES	6,355.00	42,755.00	80,000.00	37,245.00	53.4
10-46-6560 SUPPLIES	.00	.00	3,050.00	3,050.00	.0
10-46-6600 LIFE INSURANCE	.00	4.49	60.00	55.51	7.5
10-46-6610 SALARIES AND WAGES	5,769.24	32,832.82	109,140.00	76,307.18	30.1
10-46-6615 FICA	441.36	2,511.78	8,364.00	5,852.22	30.0
10-46-6620 RETIREMENT	1,280.78	2,659.51	17,748.00	15,088.49	15.0
10-46-6625 HEALTH INSURANCE	1,870.10	16,124.89	21,600.00	5,475.11	74.7
10-46-6630 WORKERS' COMPENSATION	.00	.00	175.00	175.00	.0
10-46-6700 ECONOMIC DEVELOPMENT	.00	.00	2,000.00	2,000.00	.0
TOTAL COMMUNITY DEV/INSPECTIONS	15,716.48	97,202.94	255,037.00	157,834.06	38.1

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 49</u>						
10-49-1000	TRANSFER OUT-GENERAL FUND	19,595.25	117,571.50	235,143.00	117,571.50	50.0
	TOTAL DEPARTMENT 49	19,595.25	117,571.50	235,143.00	117,571.50	50.0
	TOTAL FUND EXPENDITURES	212,800.20	1,296,667.31	3,818,660.00	2,521,992.69	34.0
	NET REVENUE OVER EXPENDITURES	131,301.06	618,504.27	.00	(618,504.27)	.0

HOOPER CITY
BALANCE SHEET
DECEMBER 31, 2024

SEWER FUND

ASSETS

20-101010	CASH IN COMBINED FUND	2,109,329.75	
20-101530	PTIF 5024 UDWQ LOAN SERVICING	494,565.61	
20-101535	PTIF 5025 REPLACEMENT RESERVE	706,877.26	
20-103000	ACCOUNTS RECEIVABLE-SEWER	14,902.25	
20-103005	ALLOWANCE FOR BAD DEBT SEWER	(3,319.04)	
20-103019	BUILDINGS	1,589,300.00	
20-103020	VEHICLES	46,683.00	
20-103025	MACHINERY & EQUIPMENT	3,655,370.75	
20-103030	LAND	170,497.95	
20-103035	INVENTORY	51,979.72	
20-103040	INFRASTRUCTURE SF	16,782,788.06	
20-103045	SEWER LIFT STATIONS	275,512.03	
20-103070	NET PENSION ASSET	1.00	
20-103075	DEFERRED OUTFLOW OF RESOURCES	47,727.00	
20-103100	ACCUMULATED DEPRECIATION	(8,186,426.40)	
	TOTAL ASSETS		17,755,788.94

LIABILITIES AND EQUITY

LIABILITIES

20-201026	RESTRICTED ARPA	52,153.91	
20-201150	NOTES PAYABLE	6,550,000.00	
20-201200	IMPACT FEES PAYABLE	71,090.00	
20-201210	SEWER IMPACT FEES-STATIONS	29,812.46	
20-201215	RENTER UTILITY DEPOSITS	4,500.00	
20-201225	COMPENSATED ABSENCES PAYABLE	29,211.21	
20-201340	NET PENSION LIABILITY	22,007.00	
20-201345	DEFERRED INFLOWS OF RESOURCES	3,727.00	
	TOTAL LIABILITIES		6,762,501.58

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
20-301010	RESERVED FOR SEWER IMPACT FEES	96,504.00	
20-301024	RESERVED FOR UDWQ LOAN SERVICI	322,500.00	
20-301025	RESERVED FOR REPLACEMENT RESER	600,000.00	
20-305000	UNRESERVED	9,689,156.57	
	REVENUE OVER EXPENDITURES - YTD	285,126.79	
	BALANCE - CURRENT DATE		10,993,287.36
	TOTAL FUND EQUITY		10,993,287.36
	TOTAL LIABILITIES AND EQUITY		17,755,788.94

HOOPER CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>IMPACT FEES</u>					
20-32-1000 IMPACT FEES - SEWER	4,021.00	84,441.00	201,050.00	116,609.00	42.0
TOTAL IMPACT FEES	4,021.00	84,441.00	201,050.00	116,609.00	42.0
<u>CHARGES FOR SEWER SERVICES</u>					
20-34-4100 SEWER CHARGES	105,797.73	629,417.40	1,220,472.00	591,054.60	51.6
20-34-4105 CWSD CHARGES	45,739.70	271,958.63	525,200.00	253,241.37	51.8
20-34-4110 FINANCE CHARGES-SEWER	.00	3,938.37	19,100.00	15,161.63	20.6
20-34-4200 NEW SEWER CONNECTIONS	.00	.00	5,000.00	5,000.00	.0
TOTAL CHARGES FOR SEWER SERVICES	151,537.43	905,314.40	1,769,772.00	864,457.60	51.2
<u>OTHER REVENUES</u>					
20-36-1000 INTEREST	12,701.10	100,693.88	41,000.00	(59,693.88)	245.6
TOTAL OTHER REVENUES	12,701.10	100,693.88	41,000.00	(59,693.88)	245.6
TOTAL FUND REVENUE	168,259.53	1,090,449.28	2,011,822.00	921,372.72	54.2

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>					
20-46-1000 UTILITIES	10,047.07	70,575.68	133,500.00	62,924.32	52.9
20-46-1001 CWSD - UTILITIES	131,282.00	262,564.00	525,200.00	262,636.00	50.0
20-46-1005 BAD DEBT EXPENSE	.00	.00	1,500.00	1,500.00	.0
20-46-1010 EQUIPMENT RENTAL	.00	.00	12,100.00	12,100.00	.0
20-46-1020 FUEL	536.12	7,178.39	11,150.00	3,971.61	64.4
20-46-1040 DEPRECIATION	42,738.58	256,431.48	500,000.00	243,568.52	51.3
20-46-3000 SEWER ADMINISTRATION	9,021.83	30,532.46	45,000.00	14,467.54	67.9
20-46-4520 ARPA	.00	.00	83,280.00	83,280.00	.0
20-46-5000 ENGINEERING	.00	.00	20,000.00	20,000.00	.0
20-46-5025 MERCHANT FEES	1,583.41	9,576.09	18,300.00	8,723.91	52.3
20-46-5075 INFORMATION TECHNOLOGY	.00	.00	1,000.00	1,000.00	.0
20-46-5500 NEW CONNECTION EXPENSES	.00	44.28	10,000.00	9,955.72	.4
20-46-5550 SHOP - TOOLS/SUPPLIES/CONSUM	2,280.00	5,758.41	3,200.00	(2,558.41)	180.0
20-46-5600 TRAINING/CERT/TRAVEL	.00	.00	3,000.00	3,000.00	.0
20-46-5650 SOFTWARE SUPPORT	.00	6,059.50	2,750.00	(3,309.50)	220.4
20-46-6000 SEWER GENERAL MAINTENANCE	6,800.00	8,090.00	2,000.00	(6,090.00)	404.5
20-46-6010 VACUUM SYSTEM MAINTENANCE	4,706.31	20,056.58	105,000.00	84,943.42	19.1
20-46-6020 VACUUM STATION MAINTENANCE	2,907.50	6,383.50	.00	(6,383.50)	.0
20-46-6030 GRAVITY SYSTEM MAINTENANCE	1,614.05	1,614.05	60,000.00	58,385.95	2.7
20-46-6050 BLUE STAKES	167.74	1,055.80	2,000.00	944.20	52.8
20-46-6100 VEHICLES/EQUIP MAINTENANCE	704.66	2,434.91	20,000.00	17,565.09	12.2
20-46-6550 SEWER EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
20-46-6555 SEWER IMPROVEMENTS	.00	2,550.00	.00	(2,550.00)	.0
20-46-6560 SUPPLIES/POSTAGE	.00	656.04	8,200.00	7,543.96	8.0
20-46-6565 LIABILITY INSURANCE	.00	.00	24,305.00	24,305.00	.0
20-46-6575 GENERATOR FUEL	.00	.00	2,500.00	2,500.00	.0
20-46-6600 LIFE INSURANCE	5.65	35.33	171.00	135.67	20.7
20-46-6610 SALARIES AND WAGES - SEWER	12,470.59	84,184.10	205,900.00	121,715.90	40.9
20-46-6615 FICA	954.02	6,440.15	15,900.00	9,459.85	40.5
20-46-6620 RETIREMENT	2,018.06	13,642.01	32,000.00	18,357.99	42.6
20-46-6625 HEALTH INSURANCE - SEWER	1,404.47	8,763.85	23,000.00	14,236.15	38.1
20-46-6630 WORKER'S COMPENSATION	.00	695.88	4,000.00	3,304.12	17.4
TOTAL SEWER EXPENDITURES	231,242.06	805,322.49	1,884,956.00	1,079,633.51	42.7
TOTAL FUND EXPENDITURES	231,242.06	805,322.49	1,884,956.00	1,079,633.51	42.7
NET REVENUE OVER EXPENDITURES	(62,982.53)	285,126.79	126,866.00	(158,260.79)	224.8

HOOPER CITY
BALANCE SHEET
DECEMBER 31, 2024

GARBAGE FUND

<u>ASSETS</u>			
22-101010	CASH IN COMBINED FUND	51,678.69	
22-103010	ACCOUNTS RECEIVABLE-GARBAGE	3,016.94	
22-103015	ALLOWANCE FOR BAD DEBT-GARBAGE	(1,421.24)	
22-103020	ACCOUNTS RECEIVABLE- OTHER	183,653.50	
	TOTAL ASSETS		236,927.89
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
22-305000	UNRESERVED	149,493.00	
	REVENUE OVER EXPENDITURES - YTD	87,434.89	
	BALANCE - CURRENT DATE		236,927.89
	TOTAL FUND EQUITY		236,927.89
	TOTAL LIABILITIES AND EQUITY		236,927.89

HOOPER CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GARBAGE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR GARBAGE SERVICES</u>					
22-35-4100 GARBAGE CHARGES	50,115.27	301,088.37	589,000.00	287,911.63	51.1
22-35-4300 RECYCLING CHARGES	9,793.38	59,685.48	120,800.00	61,114.52	49.4
TOTAL CHARGES FOR GARBAGE SERVICES	59,908.65	360,773.85	709,800.00	349,026.15	50.8
<u>OTHER REVENUES</u>					
22-36-1000 INTEREST	104.69	1,596.87	.00	(1,596.87)	.0
TOTAL OTHER REVENUES	104.69	1,596.87	.00	(1,596.87)	.0
TOTAL FUND REVENUE	60,013.34	362,370.72	709,800.00	347,429.28	51.1

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

GARBAGE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GARBAGE EXPENDITURES</u>					
22-45-1000 GARBAGE CONTRACT FEE	4,387.81	122,930.55	351,200.00	228,269.45	35.0
22-45-1300 RECYCLE CONTRACT FEE	9,865.60	38,971.34	120,900.00	81,928.66	32.2
22-45-5025 MERCHANT FEES	628.98	3,572.81	.00	(3,572.81)	.0
22-45-5500 TIPPING FEE	21,035.00	99,274.00	229,600.00	130,326.00	43.2
22-45-6560 SUPPLIES/POSTAGE	3,773.65	10,187.13	8,100.00	(2,087.13)	125.8
TOTAL GARBAGE EXPENDITURES	<u>39,691.04</u>	<u>274,935.83</u>	<u>709,800.00</u>	<u>434,864.17</u>	<u>38.7</u>
TOTAL FUND EXPENDITURES	<u>39,691.04</u>	<u>274,935.83</u>	<u>709,800.00</u>	<u>434,864.17</u>	<u>38.7</u>
NET REVENUE OVER EXPENDITURES	<u>20,322.30</u>	<u>87,434.89</u>	<u>.00</u>	<u>(87,434.89)</u>	<u>.0</u>

HOOPER CITY
BALANCE SHEET
DECEMBER 31, 2024

STORM WATER FUND

<u>ASSETS</u>			
23-101010	CASH IN COMBINED FUND	860,867.11	
23-103012	ACCOUNTS RECEIVABLE-STORM WATE	(188.08)	
23-103014	ALLOWANCE FOR BAD DEBT-STORMWA	(348.20)	
23-103040	INFRASTRUCTURE	135,884.11	
23-103100	ACCUMULATED DEPRECIATION	(20,382.62)	
	TOTAL ASSETS		<u><u>975,832.32</u></u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
23-203010	UNSPENT ARPA MONEY	<u>165,381.10</u>	
	TOTAL LIABILITIES		165,381.10
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE:		
23-305000	UNRESERVED	733,392.00	
	REVENUE OVER EXPENDITURES - YTD	<u>77,059.22</u>	
	BALANCE - CURRENT DATE	<u>810,451.22</u>	
	TOTAL FUND EQUITY		<u><u>810,451.22</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>975,832.32</u></u>

HOOPER CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STORM WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
23-33-4100 STORM WATER CHARGES	14,399.56	86,170.63	169,800.00	83,629.37	50.8
TOTAL SOURCE 33	14,399.56	86,170.63	169,800.00	83,629.37	50.8
<u>STORM WATER REVENUES</u>					
23-36-1000 INTEREST	3,211.45	6,246.25	.00	(6,246.25)	.0
TOTAL STORM WATER REVENUES	3,211.45	6,246.25	.00	(6,246.25)	.0
TOTAL FUND REVENUE	17,611.01	92,416.88	169,800.00	77,383.12	54.4

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

STORM WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORM WATER EXPENSES</u>					
23-44-1000 STORM WATER EXPENSE	.00	14,505.78	169,800.00	155,294.22	8.5
23-44-5025 MERCHANT FEES	150.61	851.88	.00	(851.88)	.0
TOTAL STORM WATER EXPENSES	150.61	15,357.66	169,800.00	154,442.34	9.0
TOTAL FUND EXPENDITURES	150.61	15,357.66	169,800.00	154,442.34	9.0
NET REVENUE OVER EXPENDITURES	17,460.40	77,059.22	.00	(77,059.22)	.0

HOOPER CITY
BALANCE SHEET
DECEMBER 31, 2024

CAPITAL PROJECTS

<u>ASSETS</u>			
30-101010	CASH IN COMBINED FUND	2,776,305.97	
30-103010	DEPOSITS	200.00	
	TOTAL ASSETS		<u>2,776,505.97</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
30-201110	ACCOUNTS PAYABLE - CAPITAL PRO	(.03)	
	TOTAL LIABILITIES		(.03)
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE:		
30-301020	RESTRICTED FOR PARK IMPACT FEE	85,791.00	
30-305000	ASSIGNED FOR CAPITAL PROJECTS	3,467,614.33	
	REVENUE OVER EXPENDITURES - YTD	(776,899.33)	
	BALANCE - CURRENT DATE		<u>2,776,506.00</u>
	TOTAL FUND EQUITY		<u>2,776,506.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,776,505.97</u>

HOOPER CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

CAPITAL PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
30-32-1100 IMPACT FEE: PARKS	1,217.00	26,774.00	59,633.00	32,859.00	44.9
30-32-1400 RAMP GRANTS (YEARLY)	.00	.00	10,276.00	10,276.00	.0
30-32-1710 5500 W PROJECT	212,026.85	536,609.19	2,265,000.00	1,728,390.81	23.7
TOTAL REVENUE	213,243.85	563,383.19	2,334,909.00	1,771,525.81	24.1
<u>MISCELLANEOUS</u>					
30-36-1000 INTEREST	10,356.53	53,091.77	14,000.00	(39,091.77)	379.2
TOTAL MISCELLANEOUS	10,356.53	53,091.77	14,000.00	(39,091.77)	379.2
<u>SOURCE 38</u>					
30-38-8000 APPROPRIATION OF FUND BALANCE	.00	.00	1,421,367.00	1,421,367.00	.0
TOTAL SOURCE 38	.00	.00	1,421,367.00	1,421,367.00	.0
<u>SOURCE 39</u>					
30-39-1010 TRANSFER IN - CAPITAL PROJECTS	19,595.25	117,571.50	235,143.00	117,571.50	50.0
TOTAL SOURCE 39	19,595.25	117,571.50	235,143.00	117,571.50	50.0
TOTAL FUND REVENUE	243,195.63	734,046.46	4,005,419.00	3,271,372.54	18.3

HOOPER CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2024

CAPITAL PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL IMPROVEMENTS</u>					
30-44-2000	.00	(29,732.72)	10,276.00	40,008.72	(289.3)
30-44-2040	.00	148,998.00	750,000.00	601,002.00	19.9
30-44-2335	396,038.63	1,391,680.51	2,910,000.00	1,518,319.49	47.8
30-44-3040	.00	.00	100,000.00	100,000.00	.0
TOTAL CAPITAL IMPROVEMENTS	<u>396,038.63</u>	<u>1,510,945.79</u>	<u>3,770,276.00</u>	<u>2,259,330.21</u>	<u>40.1</u>
<u>DEPARTMENT 48</u>					
30-48-8000	.00	.00	235,143.00	235,143.00	.0
TOTAL DEPARTMENT 48	<u>.00</u>	<u>.00</u>	<u>235,143.00</u>	<u>235,143.00</u>	<u>.0</u>
TOTAL FUND EXPENDITURES	<u>396,038.63</u>	<u>1,510,945.79</u>	<u>4,005,419.00</u>	<u>2,494,473.21</u>	<u>37.7</u>
NET REVENUE OVER EXPENDITURES	<u>(152,843.00)</u>	<u>(776,899.33)</u>	<u>.00</u>	<u>776,899.33</u>	<u>.0</u>

**GENERAL FUND
BALANCE SHEET
12/31/2024**

FUND BALANCES:	<u>12/31/2024</u>	<u>6/30/2024</u>	<u>Difference</u>
Restricted for Class C Roads	947,466	760,101	187,365
Restricted for Local Option Transportation	1,383,944	1,412,318	(28,374)
Reserved for Emergency Preparedness	10,723		10,723
Unrestricted, Unassigned	1,310,847	1,027,437	283,410
Total Fund Balances	<u>3,652,980</u>	<u>3,199,856</u>	<u>453,123</u>

Property Taxes in December		
Remaining Budgeted Transfers	(117,572)	
Budgeted Revenues	3,818,660	
Actual Revenues		<u>4,646,968</u>
Unrestricted Fund Balance	<u>1,321,570</u>	<u>1,027,437</u>
Fund Balance After Pending Transfer & Missing Co	<u>1,203,998</u>	<u>1,027,437</u>
% of Budgeted Revenues (5%-35%)	<u>32%</u>	<u>22%</u>
\$ Amount below (above) the 35% limitation	<u>132,533</u>	<u>134,305</u>

Budgeted Revenues	3,818,660
35% Ceiling	1,336,531
5% Floor	190,933
25% Target	954,665

**HOOPER CITY
EQUITY RESERVES
12/31/2024**

10-30-1000

CLASS C ROADS

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				760,101.35
JULY 2024	-	4,287.17		755,814.18
AUGUST 2024		3,805.33		752,008.85
SEPTEMBER 2024		15,044.98		736,963.87
OCTOBER 2024		10,676.25		726,287.62
NOVEMBER 2024	205,360.66	6,172.69		925,475.59
DECEMBER 2024	80,452.01	58,461.52		947,466.08
JANUARY 2025				947,466.08
FEBRUARY 2025				947,466.08
MARCH 2025				947,466.08
APRIL 2025				947,466.08
MAY 2025				947,466.08
JUNE 2025				947,466.08
				947,466.08
	285,812.67	98,447.94	-	
	10-33-5600	10-44-15##		

10-30-2000

LOCAL OPTION TRANSIT

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				1,412,318.02
JULY 2024				1,412,318.02
AUGUST 2024				1,412,318.02
SEPTEMBER 2024				1,412,318.02
OCTOBER 2024		20,116.67		1,392,201.35
NOVEMBER 2024		1,430.85		1,390,770.50
DECEMBER 2024		6,826.34		1,383,944.16
JANUARY 2025				1,383,944.16
FEBRUARY 2025				1,383,944.16
MARCH 2025				1,383,944.16
APRIL 2025				1,383,944.16
MAY 2025				1,383,944.16
JUNE 2025				1,383,944.16
	-	28,373.86	-	
	10-30-2000	10-44-60## thru 63##		

23-30-3010

ARPA IN STORM WATER

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				165,381.00
JULY 2024				165,381.00
AUGUST 2024				165,381.00
SEPTEMBER 2024				165,381.00
OCTOBER 2024				165,381.00
NOVEMBER 2024				165,381.00
DECEMBER 2024				165,381.00
JANUARY 2025				165,381.00
FEBRUARY 2025				165,381.00
MARCH 2025				165,381.00
APRIL 2025				165,381.00
MAY 2025				165,381.00
JUNE 2025				165,381.00
				165,381.00
	-	-	-	
10-30-13010				

20-30-1026

ARPA IN SEWER FUND

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				52,153.91
JULY 2024				52,153.91
AUGUST 2024				52,153.91
SEPTEMBER 2024				52,153.91
OCTOBER 2024				52,153.91
NOVEMBER 2024				52,153.91
DECEMBER 2024				52,153.91
JANUARY 2025				52,153.91
FEBRUARY 2025				52,153.91
MARCH 2025				52,153.91
APRIL 2025				52,153.91
MAY 2025				52,153.91
JUNE 2025				52,153.91
				52,153.91
	-	-	-	

**5% OF UTILITY TAX
(Emergency Preparedness fund)**

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				-
JULY 2024				-
AUGUST 2024				-
SEPTEMBER 2024				-
OCTOBER 2024				-
NOVEMBER 2024	8,289.71			8,289.71
DECEMBER 2024	2,432.92			10,722.63
JANUARY 2025				10,722.63
FEBRUARY 2025				10,722.63
MARCH 2025				10,722.63
APRIL 2025				10,722.63
MAY 2025				10,722.63
JUNE 2025				10,722.63
				10,722.63
	-	-	-	

PARK IMPACT FEES

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				55,366.00
JULY 2024	4,868.00			60,234.00
AUGUST 2024	4,868.00			65,102.00
SEPTEMBER 2024	3,651.00			68,753.00
OCTOBER 2024	3,651.00			72,404.00
NOVEMBER 2024	8,519.00			80,923.00
DECEMBER 2024	4,868.00			85,791.00
JANUARY 2025				85,791.00
FEBRUARY 2025				85,791.00
MARCH 2025				85,791.00
APRIL 2025				85,791.00
MAY 2025				85,791.00
JUNE 2025				85,791.00
	30,425.00	-	-	

30-30-1020

20-30-1010

SEWER IMPACT FEES

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				-
JULY 2024	16,084.00			16,084.00
AUGUST 2024	16,084.00			32,168.00
SEPTEMBER 2024	12,063.00			44,231.00
OCTOBER 2024	12,063.00			56,294.00
NOVEMBER 2024	24,126.00			80,420.00
DECEMBER 2024	16,084.00			96,504.00
JANUARY 2025				96,504.00
FEBRUARY 2025				96,504.00
MARCH 2025				96,504.00
APRIL 2025				96,504.00
MAY 2025				96,504.00
JUNE 2025				96,504.00
	96,504.00	-	-	

20-30-1010

UDWQ LOAN SERVICING

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				322,500.00
JULY 2024				322,500.00
AUGUST 2024				322,500.00
SEPTEMBER 2024				322,500.00
OCTOBER 2024				322,500.00
NOVEMBER 2024				322,500.00
DECEMBER 2024				322,500.00
JANUARY 2025				322,500.00
FEBRUARY 2025				322,500.00
MARCH 2025				322,500.00
APRIL 2025				322,500.00
MAY 2025				322,500.00
JUNE 2025				322,500.00
	-	-	-	

SEWER REPLACEMENT COSTS

	REVENUE	EXPENDITURES	INTEREST	BALANCE
FISCAL YEAR 2024				600,000.00
JULY 2024				600,000.00
AUGUST 2024				600,000.00
SEPTEMBER 2024				600,000.00
OCTOBER 2024				600,000.00
NOVEMBER 2024				600,000.00
DECEMBER 2024				600,000.00
JANUARY 2025				600,000.00
FEBRUARY 2025				600,000.00
MARCH 2025				600,000.00
APRIL 2025				600,000.00
MAY 2025				600,000.00
JUNE 2025				600,000.00
	-	-	-	600,000.00

CHAPTER 8: SUBDIVISION APPLICATIONS FOR 1–2 FAMILY RESIDENTIAL USE

10-8-1: Purpose:

The purpose of this Chapter is to comply with Utah Code §10-9a-604–604.9 and increase administrative efficiency in reviewing subdivision applications.

10-8-2: Scope of Applicability:

This Chapter applies to all subdivision-related applications or petitions where the intended use is one- or two-family residential dwellings, including townhomes and duplexes. This Chapter does not apply to applications or petitions for other uses. ~~This Chapter applies to minor subdivisions, but minor subdivisions are exempted from the plat public improvement related requirements of 10-8-9.~~

10-8-3: Approved and Recorded Documents Required

- A. No land shall be subdivided which is located wholly or in part in the City, except in compliance with this Chapter and Utah Code as adopted and amended.
- B. A subdivision of land is not valid unless its governing document is approved by the Land Use Authority and properly recorded in the County Recorder's Office (Utah Code §10-9a-603(7)).

10-8-4: Penalty for Noncompliance

It is unlawful to transfer ownership of any parcel of land pursuant to an invalid subdivision. The City may, in its discretion, void such transfers and impose on the transferor a fine of up to \$10,000.

10-8-5: Interpretation And Conflict Of Laws

- A. Where any provision in this Chapter 10-8 conflicts with state law, state law shall prevail. Where any provision in this Chapter conflicts with other ordinances enacted by the City, the provisions in this Chapter shall prevail unless the City intended such conflicting ordinances not in this Chapter to amend this Chapter.
- B. Notwithstanding 10-8-5(A), the provisions of this Chapter 10-8 shall not override zoning requirements and approvals or the requirements of adopted City engineering and design standards.

10-8-6: Definitions

The following words and phrases, as used in this Chapter, shall have the following meanings. Words and phrases not defined here have the meaning expressed elsewhere in this Title or, if not defined in this Title, the meaning defined by state law:

- A. **LAND USE AUTHORITY:** an individual, board, or commission appointed or employed by a City to make land use decisions.

- B. PLAT: An instrument subdividing property into lots as depicted on a map or other graphic representation of land that a licensed professional land surveyor makes and prepares in accordance with §10-9a-603 or §57-8-13 of Utah State Code (as amended).
- C. IMPROVEMENT PLAN: a plan to complete permanent infrastructure on the subdivision that is essential for the public health and safety or that is required for human occupation and that an applicant must install in accordance with public installation and inspection specifications for public improvements and as a condition of recording a subdivision plat.
- D. LAND USE APPLICATION: an application required by the City and submitted by a land use applicant to obtain a land use approval; this does not mean an application to enact, amend, or repeal a land use regulation.
- E. SINGLE-FAMILY: A type of housing configuration designed for one family or household. This typically means a detached house with its own separate living spaces, including kitchen, bedrooms, and bathrooms, without sharing these facilities with other families or units. It typically stands on its own parcel of land and is characterized by having direct access to the street and a private entrance. The use of the word “family” in this phrase does not mean that the inhabitants must be family members; it is only meant to indicate that the structure is of the kind that is typically considered to only hold one family.
- F. SUBDIVISION: Any land that is divided, subdivided, or proposed to be divided into two or more lots or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development either on the installment plan or upon any and all other plans, terms, and conditions.

1. Subdivision includes:

- a. The division or development of land, whether by deed, metes and bounds description, devise and testacy, map, plat, or other recorded instrument, regardless of whether the division includes all or a portion of a parcel or lot; and

2. Subdivision does not include:

- a. A bona fide division or partition of agricultural land for the purpose of joining one of the resulting separate parcels to a contiguous parcel of unsubdivided agricultural land, if neither the resulting combined parcel nor the parcel remaining from the division or partition violates an applicable land use ordinance;
- b. A boundary line agreement recorded with the Office of the County Recorder between owners of adjoining parcels adjusting the mutual boundary in accordance with §10-9a-524 of Utah State Code (as amended) if no new parcel is created;
- c. A recorded document, executed by the owner of record revising the legal descriptions of multiple parcels into one legal description encompassing all such parcels or joining a lot to parcel;
- d. A boundary line agreement between owners of adjoining subdivided properties adjusting the mutual lot line boundary in accordance with §10-9a-524 and §10-9a-

Commented [MJ1]: H. BUILDING LOT:
G. PARCEL:

608 of Utah State Code (as amended) if no new dwelling lot or housing unit will result from the adjustment and the adjustment will not violate any applicable land use ordinance;

- e. A parcel boundary adjustment;
- f. A lot line adjustment;
- g. A joining of one or more lots to a parcel;
- h. A road, street, or highway dedication plat; or
- i. A deed or easement for a road, street, or highway purpose.

G. SUBDIVISION, MINOR: A subdivision that results in the creation of no more than three new parcels, not including the remainder parent parcel (which shall be subject to the subdivision process), where each new parcel and the remainder parcel:

- 1. Conform to applicable lot size requirements;
- 2. Are not traversed by ~~the mapped lines of a proposed street (as shown in the Hooper General Plan) any future street, City easement, or any other land required for or intended to be dedicated for public purposes, and~~
~~Are serviced by an existing, improved, and dedicated public street such that no public improvements are required.~~

G.H. TWO-FAMILY: Sometimes referred to as a duplex, this phrase describes a building that is designed to accommodate two separate families or households living independently of each other within the same structure. Each unit typically has its own kitchen, bedrooms, and bathrooms. The building might be divided vertically (side by side) or horizontally (one unit above the other), with each unit having its own entrance. This setup allows for two households to live independently while sharing a common wall or floor/ceiling structure.

I. WATER CONVEYANCE FACILITY: An entity that oversees and administers the delivery of water to any ditch, canal, flume, pipeline, or other watercourse used to convey water used for irrigation or storm water drainage and any related easement for the ditch, canal, flume, pipeline, or other watercourse. "Water conveyance facility" does not mean a ditch, canal, flume, pipeline, or other watercourse used to convey water used for culinary or industrial water, or any federal water project facility.

10-8-7: Subdivision Land Use Authority

- A. The Land Use Authority under this Chapter, except where otherwise noted, is the Planning Commission.
- B. The Land Use Authority is responsible for the following, but may delegate any task to the Technical Review Committee or other City staff:

1. Rendering a land use decision on all subdivision applications and petitions under this Chapter.
 2. Reviewing all applications under this Chapter in an impartial manner and according to the standards and deadlines described in this Chapter.
 3. Providing feedback to applicants in the manner required by this Chapter.
 4. Scheduling and holding a pre-application meeting with potential applicants as requested.
 5. Keeping subdivision application forms and related informational material up to date and publicly accessible and distributing such forms and materials to potential applicants.
 6. Providing notice to entities and parties as required in this Chapter.
 7. Signing application and petition approvals as required in this Chapter.
 8. Ensuring that documents are properly recorded with the County as required in this Chapter.
- C. As Subdivision application decisions are administrative, not legislative, the Land Use Authority is authorized to make any land use decision described by this Chapter without City Council approval.
- D. Except when operating as the Appeal Authority, the City Council shall not require the Land Use Authority to approve or deny an application under this Chapter.

10-8-8: Subdivision Appeal Authority

- A. The Appeal Authority for City decisions relating to this Chapter, except where otherwise noted, is the City Council.
- B. The Appeal Authority shall hear appeals on final decisions made by the Land Use Authority and shall hear complaints about the conduct of the Land Use Authority in administering the provisions of this Chapter.
- C. A party appealing or complaining of a Land Use Authority decision under this Chapter must exhaust its remedies under this section (by appealing or complaining to the Appeal Authority) before bringing an action against the City in a court of law.
- D. Any of the following parties may appeal or complain to the Appeal Authority under this Chapter:
 1. A party who has submitted a subdivision application or petition;
 2. A property owner of land adjacent to the subdivision proposed to be created or amended; and

3. A party substantially damaged by the Land Use Authority's decision to approve or deny the subdivision application or petition.
- E. A party desiring to appeal or complain of a Land Use Authority decision shall submit to the Appeal Authority the following in writing:
1. A brief explanation of the relief the party is seeking, the reason the party submitted its application or petition, the Land Use Authority's decision and treatment of the application or petition, and why the applicant believes the Land Use Authority misapplied the provisions of this Chapter or abused the discretion given it by this Chapter.
 2. The most recent version of the application or petition the party submitted.
 3. All appeals and complaints must be emailed or mailed to the City Recorder using the Recorder's official City address and/or email account listed on the City website within 15 business days of a decision the date the Land Use Authority rendered the decision or performed the conduct that is the subject of the appeal.
- F. *No de novo review*: The Appeal Authority shall not review new or revised application materials not first reviewed and decided on by the Land Use Authority.
- G. After receiving a complete appeal or complaint in accordance with this Section, the Appeal Authority shall deliver a decision to the applicant, in writing, no later than 30 calendar days after the Appeal Authority receives the appeal or complaint.

10-8-9: Subdivision Application Requirements

- A. The City shall not approve, nor shall a party record, any plat or other creating instrument for a new subdivision unless the party has properly applied under this Title and received an official approval from the Land Use Authority.
- B. *Resubmittal*:
1. No complete application that has been denied by the Land Use Authority shall be resubmitted, in substantially the same form for the same use, within one year from the date of denial. The Land Use Authority may waive the one-year requirement and accept a new application, where the subject property is affected by amendments to the applicable General Plan or to this Title.
 2. *No vesting under prior ordinances*: Applications lose their vesting when fairly denied by the Land Use Authority. After such denial, a resubmission of the same or similar application must, like all other applications, comply with all applicable ~~Town~~City ordinances in effect at the time of resubmission.
- C. *Phased Development*: Applications submitted under this Chapter may provide for a maximum of ~~3025~~ subdivided ~~lots~~parcels. Projects ~~that may intended to~~ produce more than ~~3025~~ ~~lots~~parcels must be submitted in phases. ~~Applicants shall submit a utility master plan for the entire development for approval prior to submitting any proposed phases, with~~ The applicant ~~shall submit~~submitting one complete application for each

phase. ~~The~~To preserve quality review of all applications given limited City resources, the Land Use Authority may, in its discretion, refuse to accept ~~an~~a subdivision application ~~from an applicant or for a subsequent phase of a larger project~~ if the Land Use Authority is currently reviewing a prior application either (a) from the same applicant or (b) for a prior phase of the same or a related larger project.

D. *Application Content:* To be considered complete, a subdivision application under this ~~chapter~~Chapter must include at least the following elements, except as modified under Section 10-8-9.1 (Minor Subdivisions):

1. An approved land use application that describes how the property will be used after it is subdivided.
 - a. If the intended use is permitted by right under City ordinances, the land use application must include citations to the specific ordinance(s) that the applicant believes authorizes the intended use.
 - b. If the intended use requires a conditional use permit or is otherwise conditioned on City approval, the land use application must include an *approved*, City-issued permit authorizing the intended use. Should an applicant seek a use permit concurrently with a related subdivision application, the subdivision application shall be considered incomplete until the use permit is issued.
 - c. If the intended use is prohibited under City ordinances and requires a variance, the land use application must include an *approved*, City-issued variance authorizing the intended use. Should an applicant seek a variance concurrently with a related subdivision application, the subdivision application shall be considered incomplete until the variance is issued.
2. A plat. The plat must be drawn to scale, in detail, and in accordance with generally accepted surveying standards and the acceptable filing standards of the County Recorder's office. The plat must also comply with the *Drawing Requirements* in HCC 10-6-4.2. The plat must include:
 - a. The proposed name and general location of the subdivision, in bold letters at the top of the plat. The proposed subdivision name must be distinct from any subdivision name on a plat recorded in the County Recorder's office.
 - b. True north arrow, name of City, section, range, and date.
 - c. The boundaries, course, numbering, and dimensions of all proposed parcels. All lots should be consecutively numbered.
 - d. The lot or unit reference numbered consecutively; block or building reference; street or site address; street name or coordinate address; acreage or square footage for all parcels, units, or lots; and length and width of the blocks and lots intended for sale.
 - e. Tie to all controlling survey corners or monumentation.

- f. The address and phone number of the land surveyor and/or engineer who prepared the plat.
- g. Sufficient data acceptable to the City Engineer to readily determine the location, bearing and length of all lines on the plat, and to reproduce such lines upon the ground, and the location of all proposed monuments, including contours at appropriate intervals.
- h. Whether any parcel is intended by the owner to be used as a street or for any other public use, or whether any parcel is reserved or proposed for dedication for a public purpose.
- i. The location of existing streets, easements, water bodies, streams, and other pertinent features such as wetlands, buildings, parks, cemeteries, drainage ditches, irrigation ditches, fences, and bridges.
- j. The location and width of existing and proposed streets, curbs, gutters, sidewalks, easements, alleys, other public ways and easements and proposed street rights-of-way and building setback lines.
- k. 100-foot no-build setback from the centerline of the Hooper and Howard Sloughs. Where required by Land Use Authority, the “no-build” area shall be designated as “public open space” and dedicated to the City for future parks and trails.
- l. Every existing right-of-way and recorded easement located within the plat, ~~for underground, water, and utility facilities.~~
- m. Any known and unrecorded water conveyance facility located, entirely or partially, within or adjacent to the plat.
- n. Location and size of all proposed water, secondary water, sanitary sewer, storm sewer, irrigation or drainage ditch piping or other subsurface improvements, including detailed provisions for collecting and discharging surface water drainage.
- o. Location of percolation test pits and test logs, if septic tanks are proposed for the lots.
- p. The minimum setbacks from the front, the side and the rear property lines.
- q. The location and dimensions of all property proposed to be set aside for park or playground use, or other public or private reservation, with designation of the purpose thereof and conditions, if any, of the dedication or reservation.
- r. If any portion of the proposed subdivision is within 300 feet of an Agriculture Protection Area, the notice language found in Utah Code §17-41-403(4).
- s. If any portion of the proposed subdivision is within 1,000 feet of an Industrial Protection Area, the notice language found in Utah Code §17-41-403(4).

- t. If any portion of the proposed subdivision is within 1,000 feet of a Critical Infrastructure Materials Protection Area, the notice language found in Utah Code §17-41-403(4).
 - u. If any portion of the proposed subdivision is within 1,000 feet of a Mining Protection Area, the notice language found in Utah Code §17-41-403(4).
 - v. If any portion of the proposed subdivision is within 1,000 feet of a Vested Critical Infrastructure Materials Operation (extracting, excavating, processing, or reprocessing sand, gravel, or rock aggregate where that use is not permitted by City ordinances), the notice language found in Utah Code §10-9a-904.
 - w. If the subdivision includes a condominium, the requirements found in Utah Code §57-8-13, as amended.
 - x. A space for the City Engineer to sign the plat, accompanied by the following exact language: “I hereby certify that this office has examined this ~~plat~~plat, and it is correct in accordance with information on file in this office.”
 - y. A space for a member of the Land Use Authority to sign, approving the plat, and a place for the City Recorder to attest.
 - z. A space for Weber-Morgan Counties Health Department to sign, approving the plat, if applicable.
 - aa. A space for the applicable Culinary Water District to sign, approving the plat.
 - bb. A space for the applicable Secondary Water Company or District to sign, approving the plat.
 - cc. A space for the City Attorney so sign, approving the plat.
 - dd. A space for a Licensed land Surveyor’s Certificate. The surveyor making a plat shall certify on the plat that it conforms to these survey regulations and to all applicable state laws and that the monuments described in it have been placed as described. He shall affix his name and seal.
- ~~y.~~
3. An improvement plan, created in accordance with applicable portions of §10-2E-5, §10-2F-6, §10-4A-18 and §10-6A-11 of this Title, for all public improvements proposed by the applicant or required by City ordinances and in accordance with City standards.
 - a. In addition to the requirements in the aforementioned sections, the improvement plan must contain:
 1. An engineer’s estimate of the cost of completing the required improvements.
 2. The names, numbers, widths, lengths, bearings, and curve data on centerlines for all proposed streets, alleys, and easements (if applicable). All proposed

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- streets shall be numbered ~~and named~~ in accordance with the City's adopted addressing system.
- b. *A traffic study.* For subdivisions with any boundary shared with a Utah Department of Transportation (UDOT) road, submit written evidence that UDOT has reviewed the subdivision plans and is in agreement with the proposed plan. Approval of the State Right-of-Way Engineer must be obtained for items such as location of curb, gutter and sidewalk, location and number of curb entrances, turning and deceleration lanes, lane striping, etc. On City streets, the approval for location and number of curb entrances must be received from the City Engineer.
 - c. *Grading and Drainage Study and Plan:*
 1. Provide a Drainage Study and a Grading and Drainage Plan as required by HCC 10-4A. The plan must specifically address grading and drainage issues including street and lot grading and drainage, potential impacts to the development from upstream and adjacent properties, and impact on and adequacy of downstream facilities and properties.
 - d. *A Soils Report* for the proposed development that complies with City Standards, except in the case of a minor subdivision. Soils reports for minor subdivisions shall be submitted when required by the City ~~Planning Department or City Engineer~~Planner Engineer.
 - e. *Roadway and Utility Plan and Profile construction drawings* for new and existing streets showing the following:
 1. North arrow, road and lot layout, and subdivision name.
 2. Location of existing and proposed curb, gutter and sidewalk.
 3. Location of existing edge of asphalt surfacing.
 4. Location of proposed paved areas, including entrances and exits, and walkways.
 5. All existing and proposed utilities and improvements pertaining to streets, culinary water, secondary water, sanitary sewer, storm water, subsurface drains, fire protection, lighting, signage, and other proposed utilities. Include plan and profile drawings for roads and applicable utilities. (Note: Detailed design of structures is not required for a preliminary plat.)
 - (A) The culinary water system is operated and maintained by either the Hooper Water Improvement District or the Taylor-West Weber Water Improvement District. Culinary water system approval shall be through the applicable entity.
 - (B) The secondary water system is operated and maintained by either the Hooper Irrigation Company or the Roy Water Conservancy Sub-district. Secondary water system approval shall be through the applicable entity.

(C) The sewer system is operated and maintained by Hooper City. Unless specifically exempted by ordinance or the Land Use Authority, all subdivisions shall be required to install and connect to the City sanitary sewer system as outlined in the City's Sanitary Sewer Masterplan and approved by the City Engineer.

(1) Vacuum sewer may be available or may be able to be extended by the applicant to serve areas within an existing vacuum sewer zone.

(2) Gravity systems may be available or may be able to be extended by the applicant to serve areas within a gravity/lift station zone.

(3) A regional lift station and sewer force main may need to be constructed by the applicant as shown in the City's Sanitary Sewer Master Plan. (These types of projects may be eligible for reimbursement through a pioneering agreement.)

(4) All lots shall be required to connect to existing sewer if they are located within 300 feet of a City-operated eligible sewer facility. (Multiple lots will be calculated using 300 feet × the number of lots.)

(5) Minor subdivisions may be allowed to install individual wastewater treatment systems (Septic tanks), if approved by the Weber-Morgan Health Dept and the Land Use Authority. Subdivisions larger than a ~~Minor~~ **Minor Subdivision** will not be eligible to install individual wastewater treatment systems (Septic tanks).

(6) All Sanitary Sewer facilities shall meet the City's standards and specifications and must be approved by the City Engineer. The ability to serve any sanitary sewer requests for future or existing facilities shall be at the discretion of the City Engineer, and their decision shall be final.

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~~(C) The sewer system is operated and maintained by Hooper City. Unless specifically exempted by ordinance, all subdivisions shall be required to tie to the existing City sewer system. Vacuum sewer and/or sewer lift stations shall be provided in the subdivision unless the City's Sanitary Sewer Master Plan allows for an alternative.~~

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(D) All new subdivisions shall be required to install a land drain system if basements (lowest floor slab of the structure lower than existing ground level) are to be constructed. Structures with basements shall be required to have a sump pump that ties to a footing drain and the footing drain shall tie to the land drain system.

(E) For subdivisions being proposed in flood-prone areas or areas along the sloughs or other waterways, the Land Use Authority may impose a "lowest slab" elevation, below which no structure will be permitted to install a floor slab.

~~6. All new subdivisions shall be required to install a land drain system if basements (lowest floor slab of the structure lower than existing ground level) are to be constructed. Structures with basements shall be required to have a sump pump that ties to a footing drain and the footing drain shall tie to the land drain system.~~

~~7. For subdivisions being proposed in flood-prone areas or areas along the sloughs or other waterways, the Land Use Authority may impose a "lowest slab" elevation, below which no structure will be permitted to install a floor slab.~~

8. F. Location and dimensions of all utility easements.

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f. *Fences:*

1. A plan for a City-standard, 6-foot high chain link (or approved equal) land use separation fence, or documentation a statement that one is not required, in accordance with Section 10-4a-18.

2. A plan for a 6-foot high chain link fence along canals or ditches carrying more than 5 cfs.

g. *Slough Parkway Development Plan:*

1. If the subdivision includes a portion of the Hooper or Howard Slough to be dedicated as Slough Parkway, submit a slough parkway development plan in accordance with the City's slough development standards.

h. *Proposed phasing plan*, if multiple development phases are requiredplanned.

i. *Utility Master Plan (phased development):*

1. If a subdivision is proposedintended as part of a larger project, the applicant must submit a utility master plan providing for adequate public improvements to service the entire larger project, including all contemplated development phases and potential subdivision applications.

2. Subdivision applicants may be required to replace, reinstall, or expand existing public utility facilities to service the proposed subdivision.

4. Certifications, including:

a. An affidavit from the applicant certifying that the submitted information is true and accurate.

b. The signature of each owner of record of land described on the plat, signifying their dedication and approval of the plat.

~~b.c.~~ An affidavit from the owner certifying any applicant, if different from the owner, to act on the owner's behalf.

e.d. Certification that the surveyor who prepared the plat:

- (A) Holds a license in accordance with Utah Code 58-22;
- (B) Either
- (C) Has completed a survey of the property described on the plat in accordance with state requirements and has verified all measurements; or
- (D) Has referenced a record of survey map of the existing property boundaries shown on the plat and verified the locations of the boundaries; and
- (E) Has placed monuments as represented on the plat.

d.e. Final letters of approval (not will-serve letters) from the following entities. Each submission of a revised application where the revisions alter the plat or improvement plans require an updated letter of approval from these entities based on the revised application:

1. The Hooper Water Improvement District (or applicable culinary water district);
 2. The Weber-Morgan County Health Department (for subdivisions proposing on-site septic or other wastewater treatment systems);
 - 2-3. The Central Weber Sewer Improvement District (or applicable sewer treatment district)
 - 3-4. The Hooper Irrigation Company (or applicable secondary water purveyor);
 - 4-5. The Weber County Fire Marshall (for fire hydrant placement, fire flows, emergency vehicle access and turn-around, and other issues);
 - 5-6. Each other utility company involved, stating that they have reviewed the plan and are setting forth their comments concerning the extent of services and the design of utility easements;
 - 6-7. Roy City, West Haven City, or other municipality sharing a boundary with the proposed development.
5. Dedication documents:
- a. As applicable, formal, irrevocable offers for dedication to the public of streets, City uses, utilities, parks, easements, or other spaces.
 - b. If the plat is to be part of a community association, signed and binding documents conveying to the association all common areas.
 - c. Any required agreements with adjacent property owners regarding boundaries, ditches, drainage, shared utilities, access, or other matters pertinent to subdivision approval.

- d. Copy of proposed codes, covenants and restrictions, if applicable.
6. Supplemental Information:
- a. The names and addresses, and telephone numbers of all adjoining property owners of record, or the names of adjoining developments and the names of adjoining streets.
 - b. Stamped, addressed envelopes for all residents within 600 feet of the proposed subdivision for the purpose of public notification by the City, or a 4'x4' or greater sign clearly addressing the proposed action, in a print quality that will give notice to people passing by, as defined in HCC 10-5A-4 paragraph B.
 - c. Any other information that may be necessary for the meaningful review of the project. Additional information may be requested based upon the nature of the project or the site.
7. Copies:
- a. One copy of the plat drawn on Mylar for signing and recording. The applicant may wait to produce this recording-form copy until the Land Use Authority has completed two review cycles, but in such case, the Land Use Authority need not approve the application until this copy has been produced and reviewed.
 - b. One 24" x 36" black on white or blue on white print of the plat for review.
 - c. One 24" x 36" of black on white or blue on white print of improvement plan (including construction drawings) for review.
 - d. One digital copy of the final plat and final construction drawings in AutoCAD .dwg format.
 - e. An electronic copy of all documents required by this application in PDF format.
8. Payment of any application-processing fees and other fees required by the City.
- E. The Land Use Authority shall produce, maintain, and make available to the public an application form listing the specific items that comprise a complete application and a breakdown of any fees due upon submission or approval of the application.
- F. The Land Use Authority may require, and the applicant shall provide, additional information beyond the requirements of this Section or those published by the Land Use Authority relating to an applicant's plans to ensure compliance with City ordinances and approved standards and specifications for construction of public improvements.

10-8-9.1: Minor Subdivision (1-3 New Lots) Application Requirements

- A. An application for a Minor Subdivision must conform with all requirements of this Title, except as modified in this Section 10-8-9.1.

B. The application requirements in Section 10-8-9 are modified for Minor Subdivisions as follows:

~~**Plat Alternative:** An application for a Minor Subdivision may contain, in place of a plat, both:~~

~~— A record of survey map that illustrates the boundaries of the new parcels and the remainder parcel; and~~

~~— A legal metes and bounds description that describes the new parcels and the remainder parcel illustrated by the survey map.~~

1. **Improvement Plan Not Required:** Unless the Land Use Authority, in its discretion, permits the extension of public utilities or creation of public improvements, an application for a Minor Subdivision need not contain an improvement plan. Proposed lots on an existing street require a single page improvement plan that meet city requirements. Developments proposing a new street or extension of existing utilities will require a full set of improvement plans subject to city requirements.

2. **Studies and Reports Not Required:** Unless required by the city engineer, an application for a Minor Subdivision need not contain the studies and reports required under Section 10-8-9.

3. **Septic Permitted with Land Use Authority Approval:** development on a Minor Subdivision may use a septic tank system instead of connecting to the City sewer system if approved by the Land Use Authority and Weber Mogan Health Department. ~~the Land Use Authority determines that the use of septic tanks is unlikely to result in future development or utility issues in the area.~~

C. An application for a Minor Subdivision is subject to the following additional regulations:

1. The remaining parcel shall not be used as a building lot without complying with the land use requirements of the City.

2. No more than three new lots may be created from an original (parent) parcel ~~in a two-year period.~~

a. Additional applications, dividing the parent parcel, will not be accepted until the originally applied for minor subdivision is complete including the required warranty period.

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D. ~~Notwithstanding the definition of a Minor Subdivision in Section 10-8-6(G), the Land Use Authority may, in its discretion and when justified by articulable facts, permit the Minor Subdivision to result in the creation of up to 10 new parcels.~~The Land Use Authority at their discretion may accept escrowed funds in leu of required frontage improvements as defined in 10-4A-28.

10-8-10: Concept Conference

~~A.E.~~ A party intending to submit a subdivision application under this Chapter may request a Concept Conference with the Land Use Authority for the purpose of reviewing any element of the party's proposed subdivision application. The proposed application need not be complete for purposes of this meeting and may—if the party desires—be limited to a concept plan.

1. If a party requests a Concept Conference, the Concept Conference will be scheduled only at the request of the applicant and following the receipt by the City of the applicable fees. The Land Use Authority shall schedule the meeting within 15 business days after the request. The meeting shall be scheduled at the earliest convenient opportunity.
2. The Land Use Authority, the Technical Review Committee, or other City staff shall conduct the meeting, provide feedback on materials as requested by the party, and shall provide or have available on the City website the following at the time of the meeting:
 - a. Copies of applicable land use regulations,
 - b. A complete list of standards required for the project, and
 - c. Relevant application checklists.

10-8-11: Notice To Affected Entities

- A. Within 15 calendar days after receiving a complete subdivision application under this Chapter, City staff shall mail written notice of the proposed subdivision to the facility owner of any water conveyance facility located, entirely or partially, within 100 feet of the subdivision plat.
 1. To determine whether any water conveyance facility is located within 100 feet of a proposed subdivision, the Land Use Authority ~~may~~ shall review information:
 - a. From the facility owner under Utah Code §10-9a-211, using mapping-grade global positioning satellite units or digitized data from the most recent aerial photo available to the facility owner;
 - b. From the state engineer's inventory of canals; or
 - c. From a licensed surveyor who has consulted with a representative of an existing water conveyance facility that services an area near the land the application concerns.
- B. To give water conveyance facilities time to provide feedback on subdivision applications, the Land Use Authority shall not approve a subdivision application under this Chapter sooner than 20 calendar days after the applicant submits a complete application. This waiting period does not apply to revised applications the applicant may submit during the application review process.

1. A water conveyance facility owner's failure to provide comments to the Land Use Authority about a subdivision application does not affect or impair the Land Use Authority's authority to approve the subdivision application.

10-8-12: Review

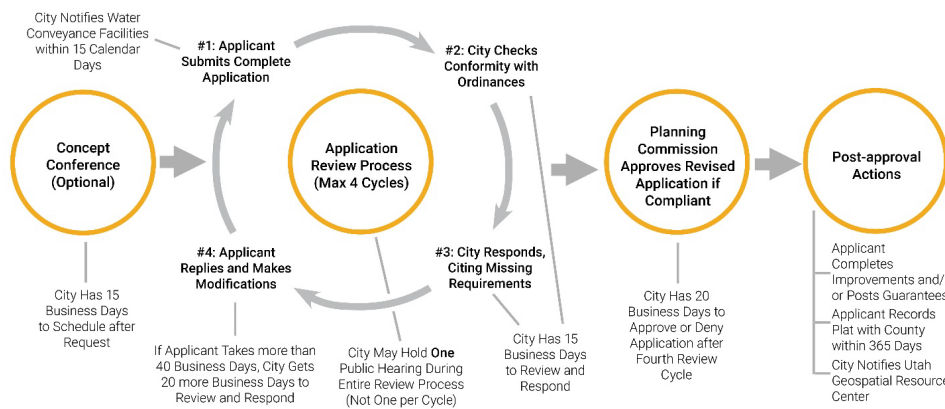
- A. The Land Use Authority shall review all subdivision applications under this Chapter in accordance with the requirements of this Section before approving or denying a subdivision application.
- B. The review process begins when an applicant submits a complete application.
 1. The Land Use Authority shall not review an incomplete subdivision application, except to determine whether the application is complete.
 - a. City staff will first review the application for completeness. If staff find the application to be complete, they will forward it to the [Land Use Authority Planning Commission](#) and the Technical Review Committee.
 - b. During its own review, the Land Use Authority may reconsider whether the application is complete, and may reject an application based on incompleteness even if City staff found the application to be complete.
 2. If the Land Use Authority determines that an application is not complete, it shall notify the applicant of the incompleteness, highlighting any insufficiencies and explaining that the application will not be reviewed until completed.
 - a. An applicant may appeal a finding of incompleteness by following the appeals process in 10-8-8.
 - b. The appeal authority in this context is the City Council.
- C. After the applicant submits a complete application, the Land Use Authority shall review and provide feedback to the applicant in up to **four "review cycles."**
 1. A review cycle consists of the following phases:
 - a. Phase #1: The applicant submits a complete application (or, if after the first cycle, submits a revised version of the complete application).
 - b. Phase #2: The Land Use Authority reviews the application in detail and assesses whether the application conforms to local ordinances. The TRC reviews the application and provides advisory comments to the Land Use Authority.
 - c. Phase #3: The Land Use Authority responds to the applicant, citing any missing requirements or areas of noncompliance and providing a detailed list of necessary revisions to the applicant, within **15 business days** after the applicant submitted the complete application. For any required modification or addition to the application or request for more information, the Land Use Authority shall be specific and include citations to ordinances, standards, or specifications that

require the modification and shall provide the applicant with an index of all requested modifications or additions.

- d. Phase #4: The applicant revises the application, addressing each comment or requirement the Land Use Authority made. The applicant must submit both revised plans and a written explanation in response to the City’s review comments, identifying and explaining the applicant’s revisions and reasons for declining to make revisions, if any. This written explanation shall be comprehensive and specific, including citations to applicable standards and ordinances and an index of requested revisions or additions for each required correction. If the applicant fails to respond to a comment made by the Land Use Authority in its review, the review cycle is not complete and will remain open until the applicant addresses all comments.

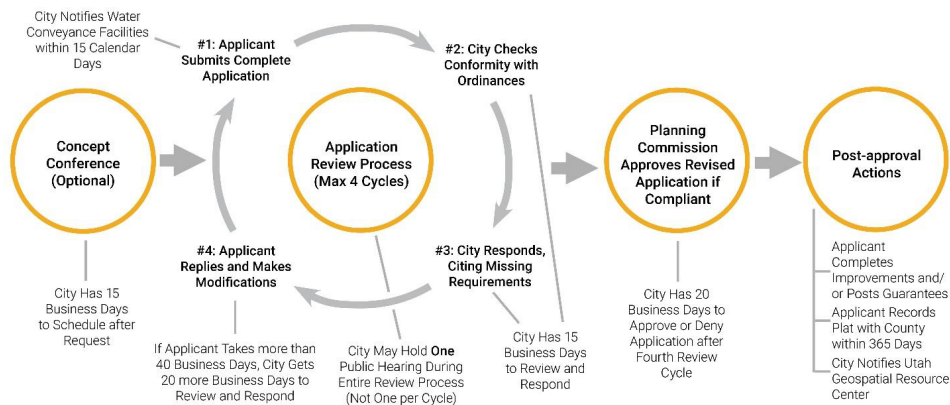


SUBDIVISION APPLICATION REVIEW PROCESS FOR 1-2 FAMILY RESIDENTIAL USE





SUBDIVISION APPLICATION REVIEW PROCESS FOR 1-2 FAMILY RESIDENTIAL USE



- D. The Land Use Authority shall not (nor shall any other representative of the City) require more than **four review cycles** for a subdivision application under this Chapter. If no further revisions are needed, the Land Use Authority may end the review period early and approve or deny the application.
1. This provision notwithstanding, for any subdivision application that affects property within an identified geological hazard area, the City is exempt from limits on the number of permitted review cycles and the City's deadlines for reviewing and responding (Phases #2 and #3).
 2. If the applicant makes a material change to the application not requested by the City at any point in the review process, the review process may, at the option of the Land Use Authority, restart from the beginning of the first review cycle but only with respect to the portion of the application that the material change substantively effects.
 3. If an applicant takes longer than 40 business days to submit a revised application and respond to the City's requests for modifications and additions (Phases #1 and #4), the City shall have an additional 20 business days to review and respond to the revised application (Phases #2 and #3 of the next review cycle or issuing an approval decision).
 4. If an applicant takes longer than 180 calendar days to submit a revised application and respond to the City's requests for modifications and additions (Phases #1 and #4), the application shall, at the option of the Land Use Authority, expire. If an application expires, the applicant must restart the subdivision application process.
 - a. An expired application loses its vesting under prior ordinances of the City and must, if resubmitted, conform to all City ordinances in effect at the time of resubmission.

- E. After the fourth or final review cycle is complete, the Land Use Authority shall approve or deny the application within 20 business days.
1. If the Land Use Authority has not approved or denied the application within 20 business days after the fourth or final review, the applicant may request a final decision. After such a request, the City shall, within 10 business days:
 - a. For a dispute arising from the subdivision improvement plans, assemble an appeal panel in accordance with Utah Code §10-9a-508(5)(d) to review and approve or deny the final revised set of plans; or
 - b. For a dispute arising from the subdivision ordinance review, advise the applicant, in writing, of the deficiency in the application and of the right to appeal the determination to the designated Appeal Authority.
- F. After the Land Use Authority provides comments in the fourth or final review cycle, the City shall not require further modifications or corrections unless those modifications or corrections are needed to protect public health and safety or to enforce state or federal law or unless the review cycle reset due to the applicant making a material change that the Land Use Authority did not request.
1. With the exception of modifications or corrections that are needed to protect public health and safety, that are needed to enforce state or federal law, or that arise from the review cycle bring reset, the City waives noncompliant subdivision-related requirements that the Land Use Authority does not identify during the review process.
 2. The applicant shall make reasonable changes, unless prohibited otherwise by a contract or deed, to the subdivision application to accommodate the water conveyance facility to the extent required by Utah Code §73-1-15.5.
- G. The City Land Use Authority may, in its discretion, conduct one ~~(but no more than one)~~ public hearing for the purpose of asking questions of the applicant and receiving commentary on the technical aspects of the application from affected entities, interested parties, and the public. If the City Land Use Authority elects to hold this public hearing, the hearing must occur before the end of the Land Use Authority's review period in the fourth or final review cycle. Scheduling issues shall not extend the review and approval deadlines in this Chapter. The City shall not hold more than one public hearing on a subdivision application under this Chapter.
- H. Other chapters of this Title notwithstanding, the Land Use Authority shall approve or deny a subdivision application under this Chapter after reviewing a complete subdivision application as described in this Section. This singular application and review process includes the combined elements of traditional "preliminary" and "final" applications, as those terms are used in Utah Code §10-9a-604.2. For purposes of applying Utah Code §10-91-604.1(3)(a) and §10-91-604.1(9)(b), this Chapter describes a "preliminary" review and approval, with "final" approval happening automatically when the plat is recorded.

10-8-13: Approval

- A. The Land Use Authority shall approve any complete subdivision application made under this Chapter that complies with applicable municipal ordinances.
- B. A subdivision application is approved when:
 - 1. The Land Use Authority sends to the applicant a Notice of Decision, signed by the Land Use Authority; and
 - 2. The Land Use Authority certifies the approved plat, either by signing the plat directly or by attaching a signed certification to the plat.

10-8-14: Post-Approval Actions

- A. The applicant shall deliver the approved and signed subdivision plat to the City Recorder for recording with the County Recorder's Office within ~~two years~~^{365 calendar days} after the City approves the subdivision application, provided that the applicant has completed any improvements or posted any financial completion assurance required by City ordinances or described in the approved improvement plan. No party shall record the approved final plat until the required public improvements are completed and approved, or financial completion assurance has been posted and accepted by the city. ~~-or assured in compliance with City ordinances and the approved improvement plan.~~
- B. If the approved and signed plat is already in the City's possession, the applicant shall request recording and provide proof that the improvements have been completed and approved or guaranteed within the timeframe required in 10-8-14(A).
- C. An approved plat not properly delivered or requested for recording within the timeline specified in Paragraphs 10-8-14(A) and (B) is void, unless the Land Use Authority approves an extension prior to the original expiration date.
 - 1. An expired application loses its vesting under prior ordinances of the City and must, if resubmitted, conform to all City ordinances in effect at the time of resubmission.

COUNCIL MEMBERS

NAME & TITLE	CONTACT INFO	TERM THROUGH	REPRESENTING	ASSIGNMENTS
MAYOR SHERI BINGHAM	sbingham@hoopercity.gov	2027	HOOPER CITY	CENTRAL WEBER SEWER BOARD WACOG, CHAMBER OF COMMERCE WESTERN WEBER CTC
COUNCIL MEMBER DALE FOWERS	dfowers@hoopercity.gov	2027	HOOPER CITY AT LARGE	
COUNCIL MEMBER RYAN HILL	rhill@hoopercity.gov	2027	HOOPER CITY AT LARGE	
COUNCIL MEMBER DEBRA MARIGONI	dmarigoni@hoopercity.gov	2025	DISTRICT 3	
COUNCIL MEMBER LISA NORTHROP	lnorthrop@hoopercity.gov	2025	DISTRICT 1	
COUNCIL MEMBER BRYCE WILCOX	bwilcox@hoopercity.gov	2025	DISTRICT 2	

NEEDED CITY COUNCIL ASSIGNMENTS

- Mayor Pro-tem
- Mosquito Abatement - monthly meetings
- Weber County Fire District - monthly meetings
- Senior Citizen Liaison
- Sheriff - VIPS Program - Public Safety - monthly meetings
- Healthy Communities - monthly meetings
- Parks/trails/recreation
- Western Weber CTC - monthly meetings
- Youth Council - monthly meetings
- Animal Control - monthly meetings
- Emergency Preparedness - meetings

NEWLY FORMED COMMUNITY VOLUNTEER COMMITTEES (Monthly meetings)

- Community Events
- Economic Development
- Beautification Committee
- Community Arts Council

ALL COUNCIL MEMBERS ARE RESPONSIBLE FOR:

- Budget and Finance
- Moderate Income Housing
- Approval of Ramp Grants

CITY STAFF RESPONSIBILITIES

- Newsletters
- Code Enforcement
- Traffic Trailer
- Cemetery
- Transportation
- Storm & Waste Water
- House Rental Management Company coordination

CITY TREASURER

- Budget and Finance
- Sales Tax Oversight

ORDINANCE NO. _____
**AN ORDINANCE INCREASING THE NUMBER OF MEMBERS OF THE HOOPER
CITY PLANNING COMMISSION FROM FIVE TO SEVEN**

WHEREAS, the role and duties of the Hooper City Planning Commission have increased significantly in 2025; and,

WHEREAS, the city council feels that it is important to increase the number of members of the commission in order to ensure that all of the functions of the commission can be completed in a timely manner; and,

WHEREAS, the council would like to ensure that the number of commissioners coming up for replacement or reappointment in any one year does not exceed two.

NOW, THEREFORE, the Hooper City council hereby amends the City Planning Commission Ordinance as follows:

Article B Planning And Zoning Commission

10-5B-1 Establishment Of The Planning Commission

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10-5B-1 Establishment Of The Planning Commission

Pursuant to the provisions and requirements of the Utah Code § 10-9a-301, Municipal Land Use Development and Management Act, the Hooper City Planning Commission is hereby reestablished.

10-5B-2 Appointment And Terms Of Office

1. The Mayor shall appoint the members of the Commission subject to the approval of the City Council.
2. The Commission shall consist of ~~5~~ **seven (7)** members.
3. Vacancies shall be filled in the same manner as the original appointments.
4. The term of the members shall be for a four (4) year terms, **however, the initial terms may be modified in such a way that in no year will more than two (2) commissioners be up for replacement or reappointment.**

5. A member may be removed from the commission by the City Council for good cause, after a hearing, if a hearing is requested by the member.

HISTORY

Amended by Ord. O-2018-04 on 10/22/2018

10-5B-3 Organization And Procedures

1. The Planning Commission shall elect a chairperson and vice chairperson from its members each year.
2. The Planning Commission may adopt policies and procedures and bylaws consistent with this ordinance, for the conduct of its meetings, the processing of applications, and for any other purposes considered necessary for the functioning of the planning commission.
3. The Planning Commission will meet on the second Thursday of each month at a time and place to be scheduled by staff. Special meetings may be scheduled as needed.
4. ~~Three (3)~~ **Four (4)** members of the Commission shall constitute a quorum for the transaction of business.
5. The City Council shall provide funding, including per diem compensation, for the reasonable and necessary expenses of the Planning Commission and will provide support staff for the Commission as required.

HISTORY

Amended by Ord. O-2018-04 on 10/22/2018

10-5B-4 Powers And Duties

1. The Planning Commission shall:
2. Prepare and recommend a general plan and amendments to the general plan to the City Council as provided by Utah law.
3. Recommend land use and zoning ordinances and maps, and amendments to zoning ordinances and maps, to the City Council as provided by Utah law.
4. Administer the provisions of the zoning ordinance as set out in HCC 10-5-3 paragraph A and elsewhere in the Zoning and Subdivision Ordinance.
5. Recommend subdivision regulations and amendments to those regulations to the City Council as provided by this Title and by Utah law.
6. Recommend approval or denial of subdivision applications as provided by this Title and by Utah law.

7. Advise the City Council on matters as the City Council directs and make recommendations to the Council as provided for by Utah Code § 10-9a-302 and other applicable provisions of the Utah State Code.
8. Hear or decide any matters that the City Council designates, including the approval or denial of conditional use permits as provided by the Utah Code.
9. Exercise any other powers:
 1. that are necessary to enable it to perform its function;
 2. delegated to it by the City Council.