

River Heights City

COUNCIL MEETING AGENDA

Tuesday, June 13, 2017

Notice is hereby given that the River Heights City Council will hold its regular council meeting beginning at 6:30 p.m. in the River Heights City Office Building at 520 S 500 E.

- 6:30 p.m. Opening Remarks (Wright) and Pledge of Allegiance (Smith)
- 6:35 p.m. Adoption of Previous Minutes and Agenda
Pay Bills
Finance Director Report
Purchase Requisitions
Public Works Report
Administrative Report
Public Comment
- 6:50 p.m. Public Hearing and Adoption of the 2017-18 Budget
- 7:05 p.m. Public Hearing to Adopt an Ordinance to Adjust a Common Boundary Between River Heights City and Logan City
- 7:10 p.m. Discuss Procedure for Eagle Scout Projects
- 7:15 p.m. Discuss Sewer Rates
- 7:30 p.m. Discuss the Reduction of Basic Water Rates by \$5 per Meter
- 7:40 p.m. Discuss Installing a Sidewalk on the West Side of 1000 East Between River Heights Boulevard and 350 South and Between 500 South and 600 South
- 7:50 p.m. Discuss County Booth Display for River Heights City
- 7:55 p.m. Approve the 911 Agreement with Logan
- 8:05 p.m. Approve the Fire Protection Contract with Logan
- 8:15 p.m. Discuss Replacing the Office Copy Machine
- 8:25 p.m. Mayor and Council Reports
- 8:35 p.m. Adjourn

Posted this 8th day of June 2017



Sheila Lind, Recorder

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

River Heights City

Council Meeting

June 13, 2017

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8 Present: Mayor James Brackner
9 Council members: Doug Clausen
10 Robert "K" Scott
11 Geoff Smith
12 Dixie Wilson
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14 Recorder Sheila Lind
15 Public Works Director Clayton Nelson
16 Finance Director Clifford Grover
17 Treasurer Wendy Wilker
18
19 Excused Councilmember Blake Wright
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21 Others Present: Gayle Brackner, Cindy Schaub, Rob Gines, Bracken
22 Atkinson
23

24 The following motions were made during the meeting:
25

26 Motion #1

27 Councilmember Smith moved to "adopt the minutes of the May 23 and May 25, 2017 Council
28 Meetings and the evening's agenda." Councilmember Clausen seconded the motion, which passed
29 with Clausen, Scott and Smith in favor. No one opposed. Wilson and Wright were absent.
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31 Motion #2

32 Councilmember Clausen moved to "pay the bills as listed." Councilmember Scott seconded the
33 motion, which passed with Clausen, Scott, Smith and Wilson in favor. No one opposed. Wright was
34 absent.
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36 Motion #3

37 Councilmember Clausen moved to "adopt the 2017-18 Budget." Councilmember Scott
38 seconded the motion, which carried with Clausen, Scott, Smith and Wilson in favor. No one opposed.
39 Wright was absent.
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41 Motion #4

42 Councilmember Clausen moved to "adopt Ordinance 3-2017, a re-adoption of Ordinance 3-
43 2016, An Ordinance to Adjust a Common Boundary Between River Heights City and Logan City."
44 Councilmember Scott seconded the motion, which carried with Clausen, Scott, Smith and Wilson in
45 favor. No one opposed. Wright was absent.

47 Motion #5

48 Councilmember Smith moved to “approve the Fire Protection Contract with Logan as presented
49 by Mayor Brackner.” Councilmember Scott seconded the motion which carried with Clausen, Scott,
50 Smith and Wilson in favor. No one opposed. Wright was absent.

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52 Motion #6

53 Councilmember Clausen moved to “buy a new copier and give the mayor authority to negotiate
54 something to do with the old copier.” Councilmember Scott seconded the motion which carried, with
55 Clausen, Scott, Smith and Wilson in favor. No one opposed. Wright was absent.

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Proceedings of the Meeting:

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60 The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in
61 the River Heights City Building on Tuesday, June 13, 2017. Mayor Brackner opened the meeting with
62 a prayer. Councilmember Smith led the group in the Pledge of Allegiance.

63 Adoption of Previous Minutes and Agenda: Minutes of the May 23, 2017 and May 25, 2017

64 Council Meetings were reviewed.

65 **Councilmember Smith moved to “adopt the minutes of the May 23 and May 25, 2017
66 Council Meetings and the evening’s agenda.” Councilmember Clausen seconded the motion,
67 which passed with Clausen, Scott and Smith in favor. No one opposed. Wilson and Wright were
68 absent.**

69 Councilmember Wilson arrived at the meeting.

70 Pay Bills: The bills were presented and discussed. Councilmember Wilson questioned the tree
71 removal bill. PWD Nelson explained there was a tree that fell last month, causing a dangerous
72 situation. The city hired Total Tree Care to take care of it. The bill will be passed to the Lundahls and
73 Eborns since it was on their property. FD Grover asked if there was an agreement signed with the
74 property owners. There wasn’t. Recorder Lind stated she sent the bills today, with a due date of July
75 13. If they can’t pay the full amount, the city will allow them to make payments. Mr. Grover asked if
76 they will be charged interest. Mayor Brackner answered, “No.”

77 **Councilmember Clausen moved to “pay the bills as listed.” Councilmember Scott
78 seconded the motion, which passed with Clausen, Scott, Smith and Wilson in favor. No one
79 opposed. Wright was absent.**

80 Finance Director Report: FD Grover pointed out the budget hadn’t changed much since the last
81 meeting. In regards to the reduction of water rates discussion, he cautioned to look closely at the
82 current water fund and future projects. He said in the business world they look at a 15% profit margin
83 as a target. He’d like the city to consider this. Mayor Brackner reported that by next year there will be
84 \$350,000 in the water account.

85 Purchase Requisition: There were none.

86 Public Works Report and Discussion: PWD Nelson reported on the following:

- 87 • The 600 East Road Project is being held up because they are waiting for pipe to come in. They
88 are still moving along pretty good and should be finished around the first of July. They had an
89 add-on for pipe across 500 South in the amount around \$4,000, which falls within 10% of the
90 total project.
- 91 • They will be doing some asphalt patching soon, including filling in around manholes which
92 have been raised before the roads get sealed. Holbrook Asphalt will start sealing cracks

93 tomorrow or Thursday and plan to be done with the job by July 7 or 8. When asked which
94 budget year the money will come out of, FD Grover informed it will be accounted for in the
95 year the work is done. The total will be about \$3,900. The roads contracted for sealing this
96 year are: Lamplighter, Saddlerock Phase 2 (Dan Hogan's expense), 600 East (after the road
97 project is finished and before the road is opened for use), 800 South by Conservice, lower
98 Windsor Drive and they will do a warranty seal on 600 South from 3 years ago.

99 Councilmember Clausen asked if Lamplighter will be swept first. Mr. Nelson said it will be
100 done a few times. They believe the remaining chips will be sealed down during the process.
101 FD Grover asked if Dan Hogan's bill will run through the city. PWD Nelson wasn't sure how
102 it was bid. He will check and let him know. Mr. Grover informed Mr. Hogan should pay it
103 directly to the contractor.

- 104 • He hasn't heard anything about the tennis lights but plans to call the guy tomorrow.
- 105 • The float is ready and will go out to the first parade on Saturday.
- 106 • He put the truck out for bid again. It doesn't get much interest when its out for bid. He asked
107 the Council if they would consider putting it up for sale and not requiring a buyer to wait until
108 council meeting for a response to their offer. He remembered the city paid around \$26,000 for
109 it. He suggested, when purchasing the next truck, to look into getting a diesel. There is a lot of
110 interest from buyers on whether it is a diesel. Councilmember Smith suggested pricing it for
111 \$28,000 and giving PWD Nelson permission to lower it down to the price the city paid for it.
112 Councilmember Wilson suggested not buying a new one in the future until the old one sells.
113 She was told it took 6 months for the new truck to get in this year.

114 Administrative Report: Recorder Lind reminded newsletter contributions are due in two days.

115 Public Comment: There was none.

116 Public Hearing and Adoption of the 2017-18 Budget: FD Grover asked the Council how they
117 felt about the budget. They had no questions or comments.

118 Rob Gines asked FD Grover how far off the budget is from the year to date. Mr. Grover said
119 its pretty close. He used this year's final budget for the starting point for next budget.

120 **Councilmember Clausen moved to "adopt the 2017-18 Budget." Councilmember Scott**
121 **seconded the motion which carried with Clausen, Scott, Smith and Wilson in favor. No one**
122 **opposed. Wright was absent.**

123 Public Hearing to Adopt an Ordinance to Adjust a Common Boundary Between River Heights
124 City and Logan City: Mayor Brackner explained that last year when this was adopted it didn't get filed
125 with the state in a timely manner so it needed to be passed again. Bracken Atkinson informed that the
126 ordinance will be filed with the County along with Logan's ordinance. The county surveyor will sign
127 the plat and then get the Logan City attorney to sign it, after which it will be sent to the lieutenant
128 governor's office.

129 Councilmember Wilson verified that the ordinance specifies they are leaving a 15 foot right-of-
130 way on 500 South with River Heights.

131 **Councilmember Clausen moved to "adopt Ordinance 3-2017, a re-adoption of Ordinance**
132 **3-2016, An Ordinance to Adjust a Common Boundary Between River Heights City and Logan**
133 **City." Councilmember Scott seconded the motion, which carried with Clausen, Scott, Smith and**
134 **Wilson in favor. No one opposed. Wright was absent.**

135 Discuss Procedure for Eagle Scout Projects: Councilmember Wilson wanted to get a procedure
136 in place so requestors will know what the city expects from them. She handed out a list and discussed
137 the items on it. She would like the scout to pick up the list before they get started, which will help the
project be accomplished in a more organized and timely manner. They should start with the council

139 and end with the council. Councilmember Scott added to the list that they should come to the Council
140 in full uniform. All agreed. Cindy Schaub asked if the city would be allowed to approve or
141 disapprove materials used on projects. She was answered that certainly the city has a say. Ms. Wilson
142 would like to be kept informed if it's a parks project.

143 PWD Nelson asked if helping with Apple Days would generate enough hours for an eagle
144 project. Councilmember Smith felt it's been a good project to have a scout over the children's games.
145 It takes a lot of hours and organizing of people.

146 Recorder Lind suggested adding to the list that the scout should bring nine copies of their plan
147 to hand out at council meeting.

148 Cindy Schaub asked if there were plans to add a covering over the new bench at the bottom of
149 Hillside Park (installed as an eagle scout project). PWD Nelson said no, since it would interfere with
150 traffic visibility.

151 Recorder Lind was asked to post the eagle requirement list on the city's website.

152 Discuss Sewer Rates: Mayor Brackner handed out a spreadsheet which showed, *annual*
153 *amounts to be billed if rates are increased to pass cost to citizens.*

154 Discuss the Reduction of Basic Water Rates by \$5 per Meter: Mayor Brackner handed out a
155 spreadsheet showing monthly water rates in selected cities in Cache County. He and Councilmember
156 Clausen recommend lowering the water rates by \$5/month. They pointed out the reservoir bond has
157 been paid off and River Heights charges significantly higher than other cities.

158 FD Grover asked Councilmember Clausen if he was aware of upcoming expenses. Mr.
159 Clausen said there is one small project that could be done in the next two years. We are 4-5 years out
160 before planning to do another project.

161 PWD Nelson pointed out to redo one block of water line costs about \$200,000. He feels the
162 city should have at least \$200,000 in the bank. FD Grover recommended setting parameters on how
163 much needs to be saved. Mr. Clausen reminded, a few years ago the Council wanted to \$350,000 in
164 reserves. Now they have over a million in reserves. He feels if there were an emergency, they could
165 borrow from the sewer fund.

166 Cindy Schaub would like the rate to stay the same in case something unexpected comes up.
167 Rob Gines recognized they are going to raise the sewer by \$10 and at the same time, want to lower the
168 water rate by \$5. Councilmember Clausen said the reason for the water decrease isn't to offset the
169 sewer raise, it's because there is a lot of extra money in the water fund.

170 PWD Nelson informed, the River Heights system costs more money because the water needs to
171 be pumped to the wells, rather than gravity fed. He also brought up there were only five people who
172 received a shut off notice this month which means the water rate is affordable. Councilmember
173 Clausen repeated, it's not a matter of affording it, its because there is a lot in reserve. FD Grover said
174 the reserve should have 2-3 years of costs in the water fund, which would be \$300,000-400,000.
175 Mayor Brackner felt the city could give back the \$5/mo. and there would still be enough. Mr. Clausen
176 doesn't like the idea of them thinking they need large reserves.

177 PWD Nelson said Mendon City has spent over a million dollars just trying to find a well.

178 Councilmember Wilson likes a good solid reserve for a rainy day. River Heights doesn't have
179 sales tax from businesses so we need to be more conservative. Because the city doesn't have a large
180 income past councils have tried to build up the money in the bank. Mayor Brackner said the city will
181 receive an additional \$19,000 each year for Conservice's property tax. There will also be property tax
182 from the mortuary. FD Grover said this additional money will be needed for next year's projects.

183 PWD Nelson guessed citizens would rather have city improvements than their bill cut by
184 \$5/mo.

185 Councilmember Clausen asked how far we build up before we give back. He thinks we are at
5 that point. FD Grover said there hasn't been any build up in the general fund. Councilmember Wilson
187 agreed we are not there yet.

188 Rob Gines pointed out, in 1975 Ervin Crosbie had built up 1.2 million dollars. In today's world
189 that would be 10 million. Councilmember Wilson said the citizens are not demanding more perks.

190 Councilmember Clausen suggested, when we raise rates for projects we should let the residents
191 know when the city will lower them back down.

192 Mayor Brackner suggested a sewer increase of \$10.10 for one year and then increase it over the
193 next five years by \$2.34, \$2.52, \$2.89, and \$3.17 each year. This will only cover the amount the city
194 needs to pay Logan.

195 PWD Nelson pointed out if a large expense came up in the water fund, we would need to raise
196 this rate back up again during the yearly sewer raises.

197 Councilmember Clausen reminded that this council has asked, "When the new sewer plant is
198 paid for in Logan, will they lower the rates back down?" PWD Nelson said in 20 years they will still
199 need money for repairs and maintenance.

200 Councilmember Clausen moved to "reduce the base water rate by \$5."

201 Mayor Brackner asked that a decision be made on the sewer rates before a motion on the water,
202 which will have some bearing on how he would vote, if he needed to break a tie.

203 Sewer Rate Discussion Continued: Councilmember Clausen moved to "effective July 1, raise
204 the sewer rate from 19.05/mo. to 29.15/mo."

205 Councilmember Wilson asked if this rate increase should have a public hearing. It was
206 determined that it doesn't need a hearing but should be adopted by resolution, which is not stated on
207 the agenda. They asked that it be on the next agenda with more specific language. Councilmembers
208 Smith and Scott informed they won't be available to attend the next meeting. Mr. Smith said he could
209 be available electronically. Councilmember Scott might be able to, as well.

210 Discuss Installing a Sidewalk on the West Side of 1000 East Between River Heights Boulevard
211 and 350 South and Between 500 South and 600 South: Mayor Brackner discussed the estimate for
212 sidewalk installation on 1000 East, submitted by Engineer Rasmussen, in the amount of \$25,497.00.
213 PWD Nelson explained it covers the west side of 1000 East, south of the cemetery down to 600 South,
214 except for the Saddlerock area. Councilmember Smith expressed his support. Councilmember Clausen
215 reminded it needs to go out for bid. Mr. Nelson said Dan Hogan may be able to do it cheaper at the
216 time the Saddlerock sidewalk is being installed. Mayor Brackner suggested putting off a decision until
217 Councilmember Wright could be in attendance.

218 Discuss County Booth Display for River Heights City: Mayor Brackner asked Community
219 Affairs to take care of a county fair booth. Councilmember Smith declined.

220 Approve the 911 Agreement with Logan: Mayor Brackner said he hasn't received the
221 reworded contract from City Attorney Jenkins. He will meet with him later this week and hopes to get
222 it figured out to have on the next agenda. He is having the wording changed to say any extra funds
223 received by Logan won't go into other accounts; it will be kept in the 911 fund.

224 Approve the Fire Protection Contract with Logan: Mayor Brackner informed that River
225 Heights has been paying \$48,000/year. The next contract (2017-18) will be for \$32,000 and increase
226 by 3% annually for three years.

227 **Councilmember Smith moved to "approve the Fire Protection Contract with Logan as**
228 **presented by Mayor Brackner." Councilmember Scott seconded the motion which carried with**
229 **Clausen, Scott, Smith and Wilson in favor. No one opposed. Wright was absent.**

230 Discuss Replacing the Office Copy Machine: Mayor Brackner said Randy Grover (the city's
231 IT person) contacted the city about a good deal on a color copier. He has checked into it and asked
232 Councilmember Scott his opinion since he works for a copy store and understands the numbers. Mr.
233 Scott said he was originally nervous about the deal until he looked at the system specs and
234 maintenance. The city's current machine is eight years old. If it has problems it will be expensive to
235 replace. Buying the new color machine outright will save \$700 over leasing. He recommended
236 keeping the old machine as a back up to use downstairs. He felt it was an exceptionally good deal.
237 Councilmember Smith agreed. Mayor Brackner expressed interest in being able to print in color.
238 PWD Nelson informed he has a color printer and goes through a lot of expensive ink. Councilmember
239 Clausen doesn't like the idea of keeping the old machine because we'd still be paying maintenance.
240 Mr. Scott suggested asking Xerox to take it away and give us something else, like a fax machine. They
241 can't say no, if we don't ask.

242 **Councilmember Clausen moved to "buy a new copier and give the mayor authority to**
243 **negotiate something to do with the old copier."** Councilmember Scott seconded the motion
244 **which carried, with Clausen, Scott, Smith and Wilson in favor. No one opposed. Wright was**
245 **absent.**

246 Mayor and Council Reports: Councilmember Scott asked if he could be sent a text at the next
247 meeting, in case he was available to vote on the rates.

248 Councilmember Wilson said t-ball is underway. PWD Nelson reported it is going well.

249 Mayor Brackner has talked to Brian Anderson about the property in front of his duplex on 700
250 South. His attorney hasn't gotten back to him about the title to the property. If he doesn't hear soon
251 he'll go to his title company.

252 Mayor Brackner informed that the city has been asked by Bear River Association of
253 Governments to sign a "letter of commitment to participate" so BRAG can apply for FEMA funding.
254 There will not be a financial commitment, just meeting participation. The Council gave permission for
255 him to sign it.

256 Mayor Brackner reported on the construction Logan is doing on 1000 East from Center Street
257 to Lamplighter. River Heights had budgeted \$20,000 for sidewalk, approaches, asphalt patching, entry
258 to Lamplighter and ADA ramps. The estimate came in at \$10,230. PWD Nelson wasn't sure if that
259 covers the graduation of asphalt into Lamplighter.

260 Mayor Brackner reported on a proposal before the County in which the state legislature has
261 provided that our county can put on the ballot a ¼% sales tax increase. It was on the ballot last year,
262 but didn't get voted in because so much of the money would have gone to the bus system. Their new
263 formula would give River Heights \$18,659 each year, which could be used for roads and sidewalks.
264 Mayor Petersen is working on a draft resolution which can be adapted to any city and will need to be
265 passed by the city council before our residents would be allowed to vote on it. The Council agreed we
266 should put it on the ballot for the citizens to decide. It will be on the next agenda.

267 The meeting adjourned at 8:15 p.m.

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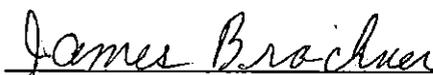
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James Brackner, Mayor


Sheila Lind, Recorder

River Heights City Bills To Be Paid

June 13, 2017

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	American General Life Ins.	Cameron Annual Premium			\$203.00			\$203.00	\$203.00	\$203.00	\$812.00
2	Bear River Health Department	Water Coliform Testing							\$40.00		\$40.00
3	Cache Valley Publishing	Legal Ads	\$77.74	\$49.06							\$126.80
4	Chevron & Texaco	Fuel Charges			\$63.88			\$63.89	\$63.89	\$63.89	\$255.55
5	Daines & Jenkins	Legal Fees Boundary Ellis/Sewer Logan/K	\$500.00							\$120.00	\$620.00
6	Daniel Crossen	Utility Refund							\$5.43		\$5.43
7	Enterprise -Utah's Business Journal	Subscription	\$75.00								\$75.00
8	Ferguson Enterprises	Blue Stake Paint								\$77.67	\$77.67
9	Forsgren Associates Inc.	Sinclair, Saddlerock, 700 S 600 E,	\$375.00	\$1,218.75				\$1,576.25			\$3,170.00
10	Freedom Mailing	Monthly Bill Processing	\$134.14						\$44.71	\$44.71	\$223.56
11	Katherine McHugh	Utility Refund							\$76.95		\$76.95
12	Marianne Sidwell	Park Deposit Refund			\$50.00						\$50.00
13	Peterson Plumbing Supply	Water Supplies							\$368.72		\$368.72
14	Robertson Manufacturing	Manhole Grade Rings Lamplighter Dr.								\$334.00	\$334.00
15	Rocky Mountain Power	Electricity	\$108.92		\$67.73	\$22.42		\$1,183.14	\$2,517.36	\$30.84	\$3,930.41
16	Sprinkler Supply Co., Inc.	Park Sprinklers			\$400.18						\$400.18
17	Total Tree Care, Inc.	Tree Removal						\$4,945.06			\$4,945.06
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Page 1 SubTotals

\$1,270.80 \$1,267.81 \$784.79 \$22.42 \$7,971.34 \$3,320.06 \$874.11 \$15,511.33

Page 1 Total Amount to be Paid \$15,511.33

River Heights City
 Financial Summary
 June 13, 2017

	<u>Cash Balance By Fund</u>		Net Change	% of Total
	05/31/17	06/13/17		
General Fund	330,648.48	326,711.93	(3,936.55)	26.20%
Capital Projects Fund	(48,026.16)	(48,026.16)	-	-3.85%
Water Fund	177,600.40	183,848.05	6,247.65	14.74%
Sewer Fund	780,037.04	784,376.25	4,339.21	62.91%
Total Cash Balance	<u>1,240,259.76</u>	<u>1,246,910.07</u>	<u>6,650.31</u>	100.00%

Budget Summary - June 30, 2017

		YTD Actual	Annual Budget	Unexpended Budget	% Of Budget Incurred	% Of Time Incurred
General Fund						
Revenue		654,159.14	791,836.00	137,676.86	82.61%	95.34%
Expenditures						
	Administrative	145,636.67	155,970.00	10,333.33	93.37%	95.34%
	Office	14,283.17	14,298.72	15.55	99.89%	95.34%
	Community Affairs	14,860.06	22,600.00	7,739.94	65.75%	95.34%
	Planning & Zoning	5,164.06	6,650.00	1,485.94	77.66%	95.34%
	Public Safety	96,913.55	102,578.00	5,664.45	94.48%	95.34%
	Roads	84,929.95	90,800.00	5,870.05	93.54%	95.34%
	Parks & Recreation	53,613.06	79,066.00	25,452.94	67.81%	95.34%
	Sanitation	123,882.83	144,000.00	20,117.17	86.03%	95.34%
	Transfer To CP Fund	-	375,000.00	375,000.00		
Total Expenditures		<u>539,283.35</u>	<u>990,962.72</u>	<u>451,679.37</u>	54.42%	95.34%
Net Revenue Over Expenditures		<u>114,875.79</u>	<u>(199,126.72)</u>	<u>(314,002.51)</u>		
Capital Projects Fund						
Revenue		76.65	50.00	(26.65)		95.34%
Transfer From General Fund		-	375,000.00	375,000.00		
Expenditures						
	Administrative	-	35,000.00	35,000.00		95.34%
	Parks & Recreation	19,547.50	-	(19,547.50)		95.34%
	Roads	147,614.66	420,000.00	272,385.34		95.34%
	Electricity	4,162.74	4,162.74	-		95.34%
Total Expenditures		<u>171,324.90</u>	<u>459,162.74</u>	<u>287,837.84</u>		95.34%
Net Revenue Over Expenditures		<u>(171,248.25)</u>	<u>(84,112.74)</u>	<u>87,135.51</u>		
Water Fund						
Revenue		363,577.59	380,480.00	16,902.41	95.56%	95.34%
Expenditures		342,232.17	369,357.00	27,124.83	92.66%	95.34%
Net Revenue Over Expenditures		<u>21,345.42</u>	<u>11,123.00</u>	<u>(10,222.42)</u>		
Sewer Fund						
Revenue		178,246.86	184,612.00	6,365.14	96.55%	95.34%
Expenditures		213,721.07	248,031.00	34,309.93	86.17%	95.34%
Net Revenue Over Expenditures		<u>(35,474.21)</u>	<u>(63,419.00)</u>	<u>(27,944.79)</u>		

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Total by Department
- All Segments Tested for Total Breaks

Account Number	Account Description	(1)		(2)		(3)
		Approved Budget	Adjustment	Modified Budget	Adjustment	Final Budget
General Fund						
Taxes						
10-31-10	Property Tax	95,000-	0	95,000-	0	95,000-
10-31-20	Sales Tax	285,000-	0	285,000-	0	285,000-
10-31-30	Franchise Tax	72,000-	0	72,000-	0	72,000-
10-31-50	Redemption Taxes	2,000-	0	2,000-	0	2,000-
10-31-60	UPP Taxes (personal property)	500-	0	500-	0	500-
10-31-70	UPP Fees & Lieu (Vehicle Tax)	10,300-	0	10,300-	0	10,300-
Total Taxes:		464,800-	0	464,800-	0	464,800-

Licenses and Permits

10-32-10	Zoning Clearance Permits	3,500-	0	3,500-	0	3,500-
10-32-20	Home Occupation License	3,000-	0	3,000-	0	3,000-
10-32-30	Conditional Use Permits	300-	0	300-	0	300-
10-32-40	Subdivision Fees	500-	0	500-	0	500-
10-32-50	Cache County 20% Bldg. Fee	4,000-	0	4,000-	0	4,000-
10-32-60	Dog Fees	3,600-	0	3,600-	0	3,600-
10-32-65	Sanitation	138,000-	0	138,000-	0	138,000-
10-32-70	Impact Fees - Parks	9,030-	0	9,030-	0	9,030-
10-32-75	Impact Fees - Roads	4,760-	0	4,760-	0	4,760-
10-32-80	Storm Drainage	24,000-	0	24,000-	0	24,000-
10-32-85	911	22,000-	0	22,000-	0	22,000-
Total Licenses and Permits:		212,690-	0	212,690-	0	212,690-

Intergovernmental Revenue

10-33-10	State Liquor	0	0	0	0	0
10-33-20	Class 'C' Road	76,000-	0	76,000-	0	76,000-
10-33-25	Park Grant (RAPZ)	3,300-	0	3,300-	0	3,300-
10-33-30	Sidewalk Improvement - Propert	0	0	0	0	0
Total Intergovernmental Revenue:		79,300-	0	79,300-	0	79,300-

Account Number	Account Description	(1) Approved		(2) Modified		(3) Final
		Budget	Adjustment	Budget	Adjustment	Budget
Charges for Services						
10-34-10	Parks and Recreation	800-	0	800-	0	800-
10-34-15	Ball Diamond Rental	0	0	0	0	0
10-34-16	Soccer Field Rental	0	0	0	0	0
10-34-20	T-Ball	2,000-	0	2,000-	0	2,000-
10-34-30	Late Fees	225-	0	225-	0	225-
Total Charges for Services:		3,025-	0	3,025-	0	3,025-
Fines and Forfeitures						
10-35-10	Fines and Forfeitures	1,800-	0	1,800-	0	1,800-
Total Fines and Forfeitures:		1,800-	0	1,800-	0	1,800-
Other Revenue						
10-36-10	Other	2,100-	0	2,100-	0	2,100-
10-36-15	Bad Debt Recovery	0	0	0	0	0
10-36-20	Apple Days-Promotion/Entertain	2,100-	0	2,100-	0	2,100-
10-36-25	Community Affairs - Other	0	0	0	0	0
10-36-30	Rent - City Building	100-	0	100-	0	100-
10-36-35	Right of Way Fees	1,300-	0	1,300-	0	1,300-
10-36-50	Contribution	0	0	0	0	0
10-36-60	Interest Income	600-	0	600-	0	600-
10-36-70	Recovery Fees - (Weed Control)	125-	0	125-	0	125-
10-36-75	Tennis Court - Light Meter	0	0	0	0	0
10-36-80	Sidewalk Cost Recovery	50-	0	50-	0	50-
10-36-85	Sale of Capital Assets	0	0	0	0	0
Total Other Revenue:		6,375-	0	6,375-	0	6,375-
Administration						
10-41-01	Mayor and Council	18,600	0	18,600	0	18,600
10-41-03	Treasurer	6,000	0	6,000	0	6,000
10-41-05	Recorder	20,200	0	20,200	0	20,200
10-41-06	Finance Director	1,870	0	1,870	0	1,870
10-41-08	Webmaster	0	0	0	0	0
10-41-10	Supervisor of Public Works	15,600	0	15,600	0	15,600
10-41-15	Payroll Taxes	5,000	0	5,000	0	5,000
10-41-16	Health Insurance	2,000	0	2,000	0	2,000
10-41-40	Audit	3,500	0	3,500	0	3,500
10-41-41	Professional Fees	3,500	0	3,500	0	3,500
10-41-42	Bad Debt	0	0	0	0	0
10-41-43	Legal	5,000	0	5,000	0	5,000
10-41-46	Dues and Subscriptions	1,800	0	1,800	0	1,800
10-41-50	Gas, Oil, Vehicle Repairs	0	0	0	0	0

Account Number	Account Description	(1)		(2)		(3)
		Approved Budget	Adjustment	Modified Budget	Adjustment	Final Budget
10-41-55	Insurance Liability and Other	1,500	0	1,500	0	1,500
10-41-65	Repairs and Maintenance	4,000	0	4,000	0	4,000
10-41-70	Training and Meetings	1,000	0	1,000	0	1,000
10-41-75	Gas	0	0	0	0	0
10-41-80	Bank Service Charges	550	0	550	0	550
10-41-83	Capital Expenditures	0	0	0	0	0
10-41-85	Security System	0	0	0	0	0
10-41-87	Capital Expenditures	0	0	0	0	0
10-41-90	Depreciation Expense	67,000	0	67,000	0	67,000
10-41-95	Miscellaneous	3,000	0	3,000	0	3,000
Total Administration:		160,120	0	160,120	0	160,120

Office Expenses

10-44-10	Office and General Supplies	1,900	0	1,900	0	1,900
10-44-12	Office Cleaning	500	0	500	0	500
10-44-15	Dinner & Party	500	0	500	0	500
10-44-17	Computer Maintenance	700	0	700	0	700
10-44-20	Computer Updates	250	0	250	0	250
10-44-25	Computer - Recorder	50	0	50	0	50
10-44-30	Copy Machine Maintenance	300	0	300	0	300
10-44-35	1/3 Caselle	1,100	0	1,100	0	1,100
10-44-40	Elections	500	0	500	0	500
10-44-45	Fax, Copier, Printer	0	0	0	0	0
10-44-47	Fire Extinguisher Service	140	0	140	0	140
10-44-49	Nameplates	35	0	35	0	35
10-44-50	Newsletter/Fliers	450	0	450	0	450
10-44-52	Newspaper Ads	500	0	500	0	500
10-44-55	Postage	1,000	0	1,000	0	1,000
10-44-60	Cash Over/Cash Under Petty CSH	0	0	0	0	0
10-44-62	Recorder's Bond	0	0	0	0	0
10-44-65	Software	1,000	0	1,000	0	1,000
10-44-70	Training - Recorder	400	0	400	0	400
10-44-75	Gas	550	0	550	0	550
10-44-77	Electricity	1,450	0	1,450	0	1,450
10-44-78	Telephone	2,000	0	2,000	0	2,000
10-44-79	Internet	750	0	750	0	750
10-44-80	Web Page Domain	600	0	600	0	600
10-44-85	Web Master	300	0	300	0	300
Total Office Expenses:		14,975	0	14,975	0	14,975

Community Affairs

10-48-10	Apple Days Dinner - INACTIVE	0	0	0	0	0
10-48-20	Apple Days-Promotion/Entertain	10,600	0	10,600	0	10,600
10-48-21	Events (X-mas Tree Lighting)	1,500	0	1,500	0	1,500
10-48-25	Apple Days - Quilt	0	0	0	0	0
10-48-30	Civic Projects	1,700	0	1,700	0	1,700
10-48-40	Emergency Prep - Do not use	0	0	0	0	0
10-48-50	Float	0	0	0	0	0
10-48-55	Float Decorations	900	0	900	0	900
48-60	Library	5,000	0	5,000	0	5,000

Account Number	Account Description	(1) Approved		(2) Modified		(3) Final
		Budget	Adjustment	Budget	Adjustment	Budget
10-48-65	Museum	0	0	0	0	0
10-48-67	Neighborhood Watch- Do not use	0	0	0	0	0
10-48-70	Royalty	1,900	0	1,900	0	1,900
10-48-80	Youth Council	1,000	0	1,000	0	1,000
10-48-90	Sound System	0	0	0	0	0
Total Community Affairs:		22,600	0	22,600	0	22,600

Planning & Zoning

10-51-07	Planning Commission	1,200	0	1,200	0	1,200
10-51-10	Zoning Administrator/Planner	2,700	0	2,700	0	2,700
10-51-15	Payroll Taxes	200	0	200	0	200
10-51-19	Advertising, Notices	500	0	500	0	500
10-51-20	Cache County Planner	0	0	0	0	0
10-51-25	Copies of Ordinances, Maps, Ot	0	0	0	0	0
10-51-41	Professional Fees	1,500	0	1,500	0	1,500
10-51-45	Training	1,000	0	1,000	0	1,000
Total Planning & Zoning:		7,100	0	7,100	0	7,100

Public Safety

10-54-10	Crossing Guards	10,000	0	10,000	0	10,000
10-54-15	Payroll Taxes	820	0	820	0	820
10-54-19	Crossing Guard Supplies	500	0	500	0	500
10-54-20	Crossing Guard Training	200	0	200	0	200
10-54-25	Emergency Preparedness	600	0	600	0	600
10-54-26	Neighborhood Watch	0	0	0	0	0
10-54-30	Fire	46,960	0	46,960	0	46,960
10-54-40	911	23,000	0	23,000	0	23,000
10-54-50	Liquor Law	0	0	0	0	0
10-54-60	Police	10,580	0	10,580	0	10,580
10-54-70	Animal Control	6,200	0	6,200	0	6,200
10-54-75	Electricity - School Flashers	600	0	600	0	600
Total Public Safety:		99,460	0	99,460	0	99,460

Roads

10-60-10	Supervisor - Roads	15,600	0	15,600	0	15,600
10-60-11	Part-Time Wages	2,000	0	2,000	0	2,000
10-60-12	Maintenance Assistant	10,600	0	10,600	0	10,600
10-60-15	Payroll Taxes	2,200	0	2,200	0	2,200
10-60-16	Health Insurance	7,300	0	7,300	0	7,300
10-60-22	Engineering & Professional	500	0	500	0	500
10-60-24	Trails	1,000	0	1,000	0	1,000
10-60-26	Paint Supplies	500	0	500	0	500
10-60-30	Walkway Repairs	250	0	250	0	250
10-60-40	Signs	3,000	0	3,000	0	3,000
10-60-41	Professional Fees	2,000	0	2,000	0	2,000
10-60-46	Dues and Subscriptions	0	0	0	0	0
10-60-50	Gas, Oil & Vehicle Repair	1,600	0	1,600	0	1,600

Account Number	Account Description	(1) Approved		(2) Modified		(3) Final
		Budget	Adjustment	Budget	Adjustment	Budget
10-60-55	Snow Removal	20,000	0	20,000	0	20,000
10-60-56	Insurance, Liability and Other	5,500	0	5,500	0	5,500
10-60-60	Street Lighting	14,500	0	14,500	0	14,500
10-60-65	Street Repairs	5,000	0	5,000	0	5,000
10-60-70	Street Sweeping	0	0	0	0	0
10-60-75	Gas - Heating Garage	600	0	600	0	600
10-60-76	Storm Water	5,000	0	5,000	0	5,000
10-60-77	Electricity	0	0	0	0	0
10-60-79	Internet	0	0	0	0	0
10-60-80	Repairs and Maintenance	7,000	0	7,000	0	7,000
10-60-83	Capital Expenditures	0	0	0	0	0
10-60-84	400 South 700 East Project	0	0	0	0	0
10-60-85	100 East Road Project	0	0	0	0	0
10-60-86	French Drain - Shop	0	0	0	0	0
10-60-87	Water Line - Shop	0	0	0	0	0
10-60-89	City Shed - Fencing	0	0	0	0	0
10-60-90	Utilities - Do Not Use	0	0	0	0	0
Total Roads:		104,150	0	104,150	0	104,150
<u>Parks & Recreation</u>						
10-70-10	Supervisor - Parks	15,246	0	15,246	0	15,246
10-70-11	Part-Time Wages	2,800	0	2,800	0	2,800
10-70-12	Maintenance Assistant	13,000	0	13,000	0	13,000
10-70-15	Payroll Taxes	2,400	0	2,400	0	2,400
10-70-16	Health Insurance	8,270	0	8,270	0	8,270
10-70-20	Events (Apple Days)	0	0	0	0	0
10-70-25	Advertising	0	0	0	0	0
10-70-30	Cleaning Supplies	350	0	350	0	350
10-70-35	Coin Operated Light Controller	0	0	0	0	0
10-70-40	Maintenance Ryan's Park	2,500	0	2,500	0	2,500
10-70-41	Professional Fees	2,500	0	2,500	0	2,500
10-70-45	Maintenance - Grounds	4,200	0	4,200	0	4,200
10-70-50	Maint. Tennis-Pickleball Court	10,000	0	10,000	0	10,000
10-70-55	Plant Restoration	500	0	500	0	500
10-70-56	Insurance Liability and Other	1,600	0	1,600	0	1,600
10-70-60	T-Ball	1,700	0	1,700	0	1,700
10-70-65	Soccer League Expenses	730	0	730	0	730
10-70-67	Eccles Ice Center	1,400	0	1,400	0	1,400
10-70-70	Tennis Court Utilities	450	0	450	0	450
10-70-75	Gas	1,800	0	1,800	0	1,800
10-70-77	Electricity	1,100	0	1,100	0	1,100
10-70-79	Internet	0	0	0	0	0
10-70-80	Repairs & Maintenance	9,000	0	9,000	0	9,000
10-70-82	Dugout Benches - Ball Diamond	300	0	300	0	300
10-70-83	Capital Expenditures	0	0	0	0	0
10-70-86	Park Restroom	700	0	700	0	700
10-70-90	Miscellaneous	300	0	300	0	300
Total Parks & Recreation:		80,846	0	80,846	0	80,846

Account Number	Account Description	(1) Approved Budget	Adjustment	(2) Modified Budget	Adjustment	(3) Final Budget
Capital Improvements						
10-80-20	Dugout Benches - Ball Diamond	0	0	0	0	0
10-80-30	Equipment Purchase - Mower	0	0	0	0	0
10-80-80	Sidewalks and Trails	0	0	0	0	0
10-80-85	Park Sprinkler	0	0	0	0	0
Total Capital Improvements:		0	0	0	0	0
Other Expenses						
10-90-10	Sanitation	144,000	0	144,000	0	144,000
10-90-92	Transfer to CP Fund	100,000	0	100,000	0	100,000
Total Other Expenses:		244,000	0	244,000	0	244,000
General Fund Revenue Total:		767,990-	0	767,990-	0	767,990-
General Fund Expenditure Total:		733,251	0	733,251	0	733,251
Total General Fund:		34,739-	0	34,739-	0	34,739-

Account Number	Account Description	(1) Approved Budget	Adjustment	(2) Modified Budget	Adjustment	(3) Final Budget
Capital Projects Fund						
Other						
40-36-10	Interest - Capital Improvement	50-	0	50-	0	50-
40-36-90	Transfers from General Fund	375,000-	0	375,000-	0	375,000-
40-36-91	Transfers from Water Fund	0	0	0	0	0
40-36-92	Transfers from Sewer Fund	0	0	0	0	0
Total Other:		375,050-	0	375,050-	0	375,050-
Department: 40						
40-40-85	Capital Improvements	0	0	0	0	0
40-40-90	Transfers to Water Fund	0	0	0	0	0
Total Department: 40:		0	0	0	0	0
Department: 41						
41-83	Administrative	35,000	0	35,000	0	35,000
Total Department: 41:		35,000	0	35,000	0	35,000
Department: 60						
40-60-83	Roads	420,000	0	420,000	0	420,000
Total Department: 60:		420,000	0	420,000	0	420,000
Department: 70						
40-70-83	Parks & Recreation	0	0	0	0	0
Total Department: 70:		0	0	0	0	0
Department: 80						
40-80-83	Electricity	4,163	0	4,163	0	4,163
Total Department: 80:		4,163	0	4,163	0	4,163
Capital Projects Fund Revenue Total:		375,050-	0	375,050-	0	375,050-
Capital Projects Fund Expenditure Total:		459,163	0	459,163	0	459,163

Account Number	Account Description	(1) Approved Budget	Adjustment	(2) Modified Budget	Adjustment	(3) Final Budget
	Total Capital Projects Fund:	84,113	0	84,113	0	84,113

Account Number	Account Description	(1) Approved		(2) Modified		(3) Final
		Budget	Adjustment	Budget	Adjustment	Budget
Water Fund						
Other						
51-36-10	Charges for Services - Water	300,000-	0	300,000-	0	300,000-
51-36-15	Interest Earned - Water	280-	0	280-	0	280-
51-36-20	Hookups & Other - Water	12,000-	0	12,000-	0	12,000-
51-36-30	Impact Fees - Water	18,000-	0	18,000-	0	18,000-
51-36-40	Water Connection Fees	0	0	0	0	0
51-36-91	Transfers from Cap Proj Fund	0	0	0	0	0
51-36-95	Misc. Income	100-	0	100-	0	100-
51-36-96	Scrap Recovery	0	0	0	0	0
51-36-98	Container Refunds	2,100-	0	2,100-	0	2,100-
Total Other:		332,480-	0	332,480-	0	332,480-

Water Department

51-40-01	Mayor and Council	6,300	0	6,300	0	6,300
51-40-03	Treasurer	5,600	0	5,600	0	5,600
40-05	Recorder	5,030	0	5,030	0	5,030
40-06	Finance Director	1,815	0	1,815	0	1,815
51-40-10	Supervisor - Public Works	23,400	0	23,400	0	23,400
51-40-11	Part Time Wages	2,400	0	2,400	0	2,400
51-40-12	Maintenance Assistant	12,800	0	12,800	0	12,800
51-40-15	Payroll Taxes	4,500	0	4,500	0	4,500
51-40-16	Health Insurance	9,300	0	9,300	0	9,300
51-40-20	1/3 Caselle Fee	1,100	0	1,100	0	1,100
51-40-22	Bad Debt	300	0	300	0	300
51-40-25	Billing Expense	260	0	260	0	260
51-40-26	Postage	1,000	0	1,000	0	1,000
51-40-30	Bond Payment - Interest	0	0	0	0	0
51-40-35	Capital Expenditures	0	0	0	0	0
51-40-37	Depreciation	70,000	0	70,000	0	70,000
51-40-40	Audit	2,500	0	2,500	0	2,500
51-40-41	Professional Fees	7,000	0	7,000	0	7,000
51-40-43	Legal	500	0	500	0	500
51-40-46	Dues and Subscriptions	850	0	850	0	850
51-40-50	Gas, Oil, & Vehicle Repair	1,700	0	1,700	0	1,700
51-40-51	Logan City Water Fees	5,000	0	5,000	0	5,000
51-40-55	Insurance Liability and Other	6,900	0	6,900	0	6,900
51-40-60	ProLog Water Share Assessment	1,550	0	1,550	0	1,550
51-40-65	Repairs and Maintenance	18,000	0	18,000	0	18,000
51-40-66	Materials and Supplies	2,600	0	2,600	0	2,600
51-40-70	Training and meetings	1,000	0	1,000	0	1,000
51-40-71	Rural Water Fees	0	0	0	0	0
51-40-75	Gas	1,600	0	1,600	0	1,600
51-40-76	Duplicate - DO NOT USE	0	0	0	0	0
51-40-77	Electricity	42,000	0	42,000	0	42,000
51-40-78	Telephone	1,700	0	1,700	0	1,700
51-40-79	Internet	700	0	700	0	700

Account Number	Account Description	(1)		(2)		(3)
		Approved Budget	Adjustment	Modified Budget	Adjustment	Final Budget
51-40-80	Chlorine	3,900	0	3,900	0	3,900
51-40-83	Capital Expenditures-Water	0	0	0	0	0
51-40-85	Replace Water Meters	0	0	0	0	0
51-40-86	Flow Meters	0	0	0	0	0
51-40-90	Replace Reservoir	0	0	0	0	0
51-40-91	Transfers to Other Funds	0	0	0	0	0
Total Water Department:		241,305	0	241,305	0	241,305
Water Fund Revenue Total:		332,480-	0	332,480-	0	332,480-
Water Fund Expenditure Total:		241,305	0	241,305	0	241,305
Total Water Fund:		91,175-	0	91,175-	0	91,175-

Account Number	Account Description	(1)		(2)		(3)
		Approved Budget	Adjustment	Modified Budget	Adjustment	Final Budget
Sewer Fund						
Other						
52-36-10	Charges for Services - Sewer	215,000-	0	215,000-	0	215,000-
52-36-20	Interest Earned - Sewer	1,300-	0	1,300-	0	1,300-
52-36-25	Sewer Assessment & Other	5,000-	0	5,000-	0	5,000-
52-36-30	Impact Fees - Sewer	10,000-	0	10,000-	0	10,000-
52-36-40	Connection Fees	0	0	0	0	0
Total Other:		231,300-	0	231,300-	0	231,300-
Sewer Department						
52-40-01	Mayor and Council	6,300	0	6,300	0	6,300
52-40-03	Treasurer	5,800	0	5,800	0	5,800
52-40-05	Recorder	5,030	0	5,030	0	5,030
52-40-06	Finance Director	1,815	0	1,815	0	1,815
52-40-10	Supervisor - Public Works	7,800	0	7,800	0	7,800
52-40-11	Part Time Wages	800	0	800	0	800
52-40-12	Maintenance Assistant	6,350	0	6,350	0	6,350
52-40-15	Payroll Taxes	2,600	0	2,600	0	2,600
52-40-16	Health Insurance	4,500	0	4,500	0	4,500
52-40-20	1/3 Caselle Fee	1,100	0	1,100	0	1,100
52-40-22	Bad Debt	100	0	100	0	100
52-40-25	Billing Expense	200	0	200	0	200
52-40-26	Postage	950	0	950	0	950
52-40-35	Capital Expenditures	0	0	0	0	0
52-40-37	Depreciation	16,266	0	16,266	0	16,266
52-40-40	Audit	2,500	0	2,500	0	2,500
52-40-43	Legal	100	0	100	0	100
52-40-45	Professional Fees	5,200	0	5,200	0	5,200
52-40-46	Dues and Subscriptions	200	0	200	0	200
52-40-50	Gas, Oil & Vehicle Repair	1,500	0	1,500	0	1,500
52-40-55	Insurance Liability and Other	7,400	0	7,400	0	7,400
52-40-65	Repairs and Maintenance	22,000	0	22,000	0	22,000
52-40-70	Training and meetings	1,000	0	1,000	0	1,000
52-40-75	Gas	750	0	750	0	750
52-40-77	Electricity	600	0	600	0	600
52-40-78	Telephone	1,650	0	1,650	0	1,650
52-40-79	Internet	300	0	300	0	300
52-40-80	Sewer Treatment	156,500	0	156,500	0	156,500
52-40-85	Supplies	100	0	100	0	100
52-40-90	Transfers	0	0	0	0	0
Total Sewer Department:		259,411	0	259,411	0	259,411
Sewer Fund Revenue Total:		231,300-	0	231,300-	0	231,300-
Sewer Fund Expenditure Total:		259,411	0	259,411	0	259,411

Account Number	Account Description	(1) Approved Budget	Adjustment	(2) Modified Budget	Adjustment	(3) Final Budget
Total Sewer Fund:		28,111	0	28,111	0	28,111
Grand Totals:		13,690-	0	13,690-	0	13,690-

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Total by Department
- All Segments Tested for Total Breaks

**River Heights City
Eagle Project Procedure
Handed to Scout
Must pick up procedure from City Office**

1. Pick a project
2. Consult with Clayton Nelson (435-213-6948) or Dixie Wilson (435-757-6841)
3. Bring idea to city council (Call city office for time on agenda) 435-752-2646
4. Present good drawings with explanation to City following eagle project guidelines
5. Present the cost you expect the city to pay.
6. Present cost you expect to pay.
7. Present timeline of finished project.
8. Approval from the city at city council meeting
9. While doing the project, keep Clayton informed
10. Project must be inspected by Clayton Nelson
11. When project is finished, come to city council meeting to sign off.

RIVER HEIGHTS CITY WASTE WATER RATES
ANNUAL AMOUNTS TO BE BILLED IF RATES ARE INCREASED TO PASS COST TO CITIZENS

Year	Total Flow Million Gallons per year	Treatment cost per 1000 gallons	Total Billed Per Year	Number of Connections	Annual cost per Connection	Monthly cost per Connection	Total Monthly Logan billed Per Connection	Monthly RHC Per Connection	Total Monthly RHC Bill	Increase in Mo. Rate if cost is pass thru	
										Before Increase	Suggested Increase
2017-18	66.37	\$ 2.05	\$ 136,058.50	616	\$ 220.87	\$ 18.41	\$ 20.83	\$ 8.32	\$ 29.15	19.05	\$ 10.10
2018-19	69.25	\$ 2.26	\$ 156,505.00	621	\$ 252.02	\$ 21.00	\$ 23.51	\$ 8.32	\$ 31.83	29.49	\$ 2.34
2019-20	72.13	\$ 2.48	\$ 178,882.40	626	\$ 285.75	\$ 23.81	\$ 26.41	\$ 8.32	\$ 34.73	32.22	\$ 2.51
2020-21	75.01	\$ 2.73	\$ 204,777.30	631	\$ 324.53	\$ 27.04	\$ 29.72	\$ 8.32	\$ 38.04	35.15	\$ 2.89
2021-22	77.89	\$ 3.00	\$ 233,670.00	636	\$ 367.41	\$ 30.62	\$ 33.37	\$ 8.32	\$ 41.69	38.52	\$ 3.17

Year	Total Flow Million Gallons per year	Collection cost per 1000 Gallons	Total Billed Per Year	Number of Connections	Annual cost per Connection	Monthly cost per Connection
2017-18	66.37	\$ 0.27	\$ 17,919.90	616	\$ 29.09	\$ 2.42
2018-19	69.25	\$ 0.27	\$ 18,697.50	621	\$ 30.11	\$ 2.51
2019-20	72.13	\$ 0.27	\$ 19,475.10	626	\$ 31.11	\$ 2.59
2020-21	75.01	\$ 0.27	\$ 20,252.70	631	\$ 32.10	\$ 2.67
2021-22	77.89	\$ 0.27	\$ 21,030.30	636	\$ 33.07	\$ 2.76

If the rate is increased for 2017-18 by \$10.10, the effect on annual revenue is \$74,659 (\$10.10 X 616 connections X 12 months).

MONTHLY WATER RATES IN SELECTED CITIES IN CACHE COUNTY

As of 1 May 2017

	Hyde Park	Logan	Nibley	North Logan	Providence	Richmond	River Heights	Smithfield	Average	If base is reduced by \$5 River Heights
Water:				Note 1				Note 2		
Base amount and for first 10,000 gallons	\$ 26.00	\$ 25.90	\$ 10.50	\$ 22.81	\$ 23.25	\$ 56.00	\$ 32.75	\$ 15.00	\$ 26.53	27.75
For next 10,000 gallons to 20,000 gallons	\$ 5.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 7.50	\$ 10.00	\$ 7.50	\$ 6.00	\$ 9.65	\$ 7.50
For next 10,000 gallons to 30,000 gallons	\$ 5.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 7.50	\$ 10.00	\$ 7.50	\$ 7.00	\$ 9.78	\$ 7.50
For next 10,000 gallons to 40,000 gallons	\$ 5.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 7.50	\$ 10.00	\$ 10.00	\$ 7.00	\$ 10.09	\$ 10.00
For next 10,000 gallons to 50,000 gallons	\$ 5.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 7.50	\$ 10.00	\$ 10.00	\$ 7.00	\$ 10.09	\$ 10.00
For next 10,000 gallons to 60,000 gallons	\$ 10.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 15.00	\$ 10.00	\$ 10.00	\$ 7.00	\$ 11.65	\$ 10.00
For next 10,000 gallons to 70,000 gallons	\$ 10.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 15.00	\$ 10.00	\$ 10.00	\$ 7.00	\$ 11.65	\$ 10.00
For next 10,000 gallons to 80,000 gallons	\$ 10.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 15.00	\$ 10.00	\$ 10.00	\$ 7.00	\$ 11.65	\$ 10.00
For next 10,000 gallons to 90,000 gallons	\$ 10.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 15.00	\$ 10.00	\$ 10.00	\$ 7.00	\$ 11.65	\$ 10.00
For next 10,000 gallons to 100,000 gallons	\$ 10.00	\$ 16.00	\$ 9.50	\$ 15.70	\$ 15.00	\$ 10.00	\$ 10.00	\$ 7.00	\$ 11.65	\$ 10.00
Over 100,000 gallons - rates vary										

Note 1 - This is calculated using a base rate of \$7.11 plus a usage amount of \$1.57 per 1,000 gallons used.

Note 2 - Smithfield is planning to raise their water rates and is presently studying their costs.

If the base rate is reduced by \$5, the effect on annual revenue is \$36,360 (\$5 X 606 connections X 12 mos)

Project: 1000 East Sidewalk
Description: Construction of Sidewalk
Date: 2-Jun-17
Prepared By: TRM

ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
Sidewalk Construction				
Mobilization	1	LS	\$ 1,000.00	\$ 1,000.00
4" Wide Concrete Sidewalk				
North side of 600 South	200	LF	\$ 20.00	\$ 4,000.00
South side of Orchard Dr.	216	LF	\$ 20.00	\$ 4,320.00
North side of Orchard Dr.	220	LF	\$ 20.00	\$ 4,400.00
ADA Accessible Ramps				
North side of 600 South	1	LS	\$ 800.00	\$ 800.00
South side of Orchard Dr.	1	LS	\$ 800.00	\$ 800.00
North side of Orchard Dr.	1	LS	\$ 800.00	\$ 800.00
Construct 6" Thick Concrete Driveway Approach Ramp				
North side of 600 South	140	SF	\$ 6.00	\$ 840.00
South side of Orchard Dr.	308	SF	\$ 6.00	\$ 1,848.00
North side of Orchard Dr.	280	SF	\$ 6.00	\$ 1,680.00
Sawcut Existing Asphalt				
North side of 600 South	20	LF	\$ 1.50	\$ 30.00
South side of Orchard Dr.	20	LF	\$ 1.50	\$ 30.00
North side of Orchard Dr.	40	LF	\$ 1.50	\$ 60.00
Sawcut Existing Concrete				
South side of Orchard Dr.	24	LF	\$ 3.00	\$ 72.00
Remove and Dispose of Existing Concrete				
North side of 600 South	200	SF	\$ 1.00	\$ 200.00
South side of Orchard Dr.	268	SF	\$ 1.00	\$ 268.00
North side of Orchard Dr.	270	SF	\$ 1.00	\$ 270.00
Remove and Dispose of Existing Asphalt Surface				
North side of 600 South	5	SY	\$ 9.00	\$ 45.00
South side of Orchard Dr.	3	SY	\$ 9.00	\$ 27.00
North side of Orchard Dr.	3	SY	\$ 9.00	\$ 27.00
Clearing and Grubbing				
Full Length for Sidewalk	1	LS	\$ 800.00	\$ 800.00
Landscape Restoration				
Sprinklers/Planting Finish Surface	636	LF	\$ 5.00	\$ 3,180.00
ESTIMATED GRAND TOTAL:				\$ 25,497.00

As the Engineer has no control over the cost of labor, materials, equipment, the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Opinions of Probable Construction Costs provided for herein are made on the basis of the Engineer's experience and past bid tabulations on other similar projects. These opinions represent the Engineer's best judgment as a design professional familiar with the construction industry. However, the Engineer cannot and does not guarantee that proposals, bids, or the construction cost will not vary from Opinions of Probable Construction Costs prepared by him/her.

AGREEMENT FOR FIRE PROTECTION SERVICES

THIS AGREEMENT, made and entered into this 14th day of June 2017, by and between the City of Logan, a municipal corporation of the State of Utah, hereinafter referred to as "Logan," and River Heights, a municipal corporation of the State of Utah, hereinafter referred to as "River Heights."

This agreement is made and entered into pursuant to Sections 11-13-1 and 11-13-14 through 11-13-18, of the Utah Interlocal Cooperation act.

This agreement is made and entered into based upon the following recitals:

- A. For the purposes of this agreement, the term "fire protection services" shall include services within the scope of normal firefighting and fire prevention services that are provided to residents within the City of Logan.
- B. Logan currently and has for a number of years provided River Heights with fire protection services.
- C. The parties wish to promote the health, safety, welfare and well-being of their citizens and meet their respective responsibilities by providing fire protection services.
- D. Logan presently possesses the administrative and technical expertise and is able to provide and acquire the necessary personnel and equipment for full-time professional fire protection service.

WITNESSETH:

WHEREAS, the parties hereto have previously been party to an agreement for fire protection services dated the 1st day of April 2013 and

WHEREAS, the parties desire to enter into a new fire protection agreement to commence on the first day of July 2017; and

WHEREAS, the parties are desirous of cooperating to mutual advantage by providing the most effective and economical fire protection services possible.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Logan agrees to provide fire protection and fight all fires located within the city limits of River Heights.
2. As and for consideration of said fire protection and fire prevention services to be provided by Logan, River Heights agrees to compensate Logan for said services as follows:
 - a. \$32,000 for the 2017-18 fiscal year and increase by 3% annually.
 - b. Payment will be made annually prior to January 1st.
3. This agreement is in effect beginning July 1, 2017 and will expire on July 1st 2021 or until changed or rescinded by either party by giving at least sixty (60) days written notice prior to the end of the then current year budget.
4. It is agreed that the Logan City Mayor and/or his/her designees will meet with the River Heights Mayor and/or his/her designees each year during the period when the budget of Logan is being prepared. These meetings must be requested by River Heights and lacking a request, Logan City will be justified in assuming that the agreement will continue as written without any substantial changes except for changes in assessments for the forthcoming year. If a meeting is called the parties agree to discuss the agreement, its effectiveness, and whether or not either party desires to give notice of withdrawal.
5. Logan agrees to provide fire suppression service contingent upon River Heights providing appropriate water pressure and volume and sufficient hydrant capability. If sufficient capability does not exist, Logan can only provide this service within the context of that capability.
6. Logan is not responsible for River Heights' portion of any cost share agreements for the suppression of wildland fires.
7. Logan agrees to provide fire prevention education for the community, schools, and community groups.
8. In the event that a request is made to Logan to fight fires outside Logan, Logan covenants and agrees to provide continuing protection to River Heights on the same basis as to Logan, via mutual-aid agreements with other fire departments.

9. This agreement supersedes all previous agreements.

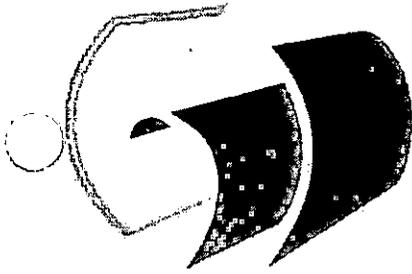
James Brackner, River Heights Mayor

ATTEST:

Sheila Lind, Recorder

Logan City Representative

ATTEST:



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Embedded apps allow you to easily connect your mobile workers to the device. Xerox® App Gallery allows you to download new apps, such as Print from DropBox™ and Scan to Microsoft® Office 365 directly from the user interface. Xerox® ConnectKey® Technology helps to streamline how your business deals with critical information—in-house or in the cloud.

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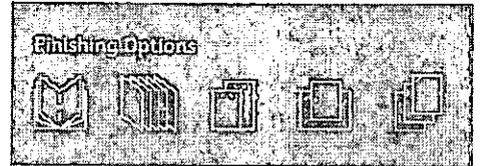
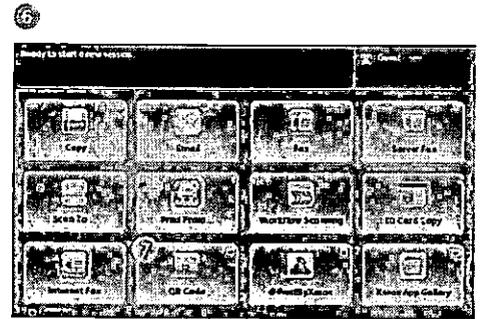
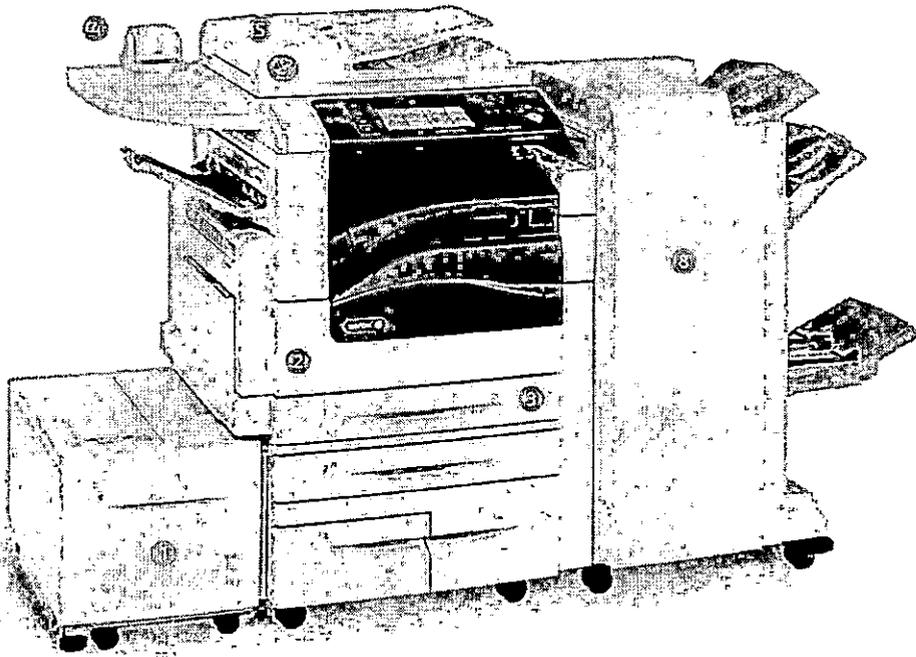
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- ① **High-Capacity Feeder** holds 2,000 sheets of paper. This brings the maximum capacity up to 5,140 sheets. The Xerox® WorkCentre® 7830i/7835i models are available with capacities of 2,180 or 3,140 sheets.
- ② **Exceptional media flexibility.** The WorkCentre 7800i series handles a wider range of media types and weight from more trays than most devices in its class. It supports up to 300 gsm and media sizes up to 12.6 x 19 inches / 320 x 483 mm.
- ③ **Print envelopes easily** using our optional envelope tray (replaces Tray 1).
- ④ **Large work surface** (included with Convenience Stapler) gives you plenty of room to sort documents.

- ⑤ **Dual-head, single pass scanner** on the WorkCentre 7845i/7855i saves time by simultaneously scanning both sides of two-sided documents at up to 133 impressions per minute. The WorkCentre 7830i/7835i uses a Duplex Automatic Document Feeder scanner that scans at up to 70 impressions per minute.
- ⑥ **Customizable 8.5-inch user interface.**
- ⑦ **Standard apps for extra convenience.** Xerox® App Gallery, @PrintByXerox and QR Code help with mobile printing and pairing and loading new apps.

- ⑧ **Professional Finisher*** adds 50-sheet multiposition stapling, hole punch, V-fold and saddle-stitch booklet making. **Office Finisher LX*** (not shown) gives you advanced finishing functions at a great value, and offers optional booklet making. **Integrated Office Finisher** (only for WC7830i/7835i)* (not shown) provides 500-sheet stacking and 50-sheet, single-position stapling.

*Optional



Environmental Features

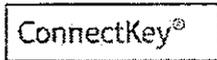
The WorkCentre 7800i series delivers cutting-edge reductions in energy consumption.

Conserve energy with green technologies.

- **Xerox® EA Toner.** Our EA Toner with ultra low-melt technology achieves minimum fusing temperature at 68°F (20°C), lower than conventional toner, for even more energy savings and brilliant glossy output even on ordinary paper.
- **Induction heating.** The newly developed, heat-efficient IH fuser does not require preheating, which helps reduce power consumption in standby mode by 44% compared to a resistance heating device.
- **LED scanner.** The power consumption of the scanner using LED lighting is one-third of traditional scanners using fluorescent lamps.

Manage resource usage and print responsibly.

- **Energy Management.** With Cisco EnergyWise®, enabled by Xerox® Power MIB (Management Information Base), you can control, manage and report your device's power consumption information, and set optimal power states and timeout intervals.
- **Earth-smart printing.** Our innovative new Xerox® Earth Smart feature allows you to choose the most environmentally sensitive options for your print jobs.
- **ENERGY STAR® and EPEAT qualified.** WorkCentre 7800i series devices meet the stringent ENERGY STAR® requirements for energy use and the EPEAT (United States) comprehensive environmental rating system.



The WorkCentre 7800i Series Color Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, visit www.connectkey.com.

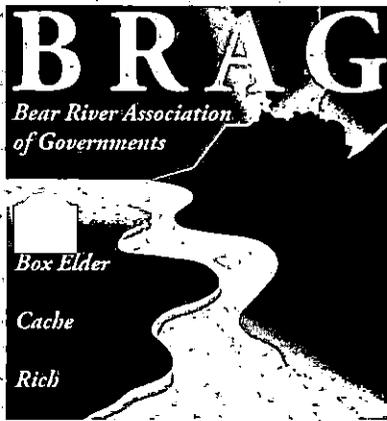
Device Specifications	WorkCentre 7830i	WorkCentre 7835i	WorkCentre 7845i	WorkCentre 7855i
Speed	Up to 30 ppm color and black-and-white	Up to 35 ppm color and black-and-white	Up to 45 ppm color and black-and-white	Up to 50 ppm color Up to 55 ppm black-and-white
Duty Cycle ¹	Up to 90,000 pages / month	Up to 110,000 pages / month	Up to 200,000 pages / month	Up to 300,000 pages / month
Hard Drive / Processor / Memory	Minimum 250 GB HDD / 1.2 GHz Dual-core / 2 GB system plus 1 GB page memory			
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct with Optional Xerox® USB Wireless Adapter			
Controller Features	Unified Address Book, Remote Control Panel, Online Support (accessed from the user interface and print driver), Configuration Cloning			
Optional Controller	EFI® Fiery Network Server			
Copy and Print				
Copy and Print Resolution	Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 2400 dpi			
First-print-out Time (as fast as)	9 seconds color / 7.7 seconds black-and-white		7.5 seconds color / 6.4 seconds black-and-white	7.1 seconds color / 5.9 seconds black-and-white
Page Description Languages	Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6, XML Paper Specification (XPS®) (Optional)			
Print Features	Print from USB, Encrypted Secure Print, Xerox® Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Real-time Status, Scaling, Job Monitoring, Xerox® Color By Words, Application Defaults, Two-sided Printing (as default), Hold All Jobs			
Mobile Printing and Apps	Standard	Apple® AirPrint™, Mopria® Certified, QR Code App, Xerox® App Gallery App, @PrintByXerox App		
	Free Download	Xerox® Print Service Plug-in for Android, Mopria® Print Service Plug-in for Android™, Xerox® Mobile Link App		
	Optional	Xerox® Mobile Print; Xerox® Mobile Print Cloud; Xerox® Easy Translator Service		
Scan	Standard	Destinations: Scan to Mailbox, Scan to USB, Scan to Email, Scan to Network; File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan to Home, Single Touch Scan, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Linearized PDF / PDF/A		
	Optional	ConnectKey® for DocuShare®, Xerox® Scan to PC Desktop® SE and Professional, other solutions available through various Xerox Business Innovation Partners		
Fax	Standard	Internet Fax, Fax Build Job, Network Server Fax Enablement		
	Optional	Fax Forward to Email or SMB, Walk-up Fax (one-line and two-line options, includes LAN Fax)		
Security	Standard	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, AES 256-bit Encryption (FIPS 140-2 compliant), SHA-256 Hash Message Authentication, Common Criteria Certification (ISO 15408)², Encrypted Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, TLS, SNMPv3, Audit Log, Access Controls, User Permissions		
	Optional	McAfee Integrity Control, Smart Card Enablement Kit (CAC/PIV/NET), Xerox® PrintSafe Software		
Accounting	Standard	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement		
	Optional	Equitrac Express®, Equitrac Office®, YSoft SafeQ®, other network accounting solutions available through various Xerox Business Innovation Partners		
Paper Input	Standard	Duplex Automatic Document Feeder: 110 sheets; Speed: up to 70 ipm (simplex); Sizes: 5.5 x 8.5 in. / 148 x 210 mm to 297 x 420 mm	Single-pass Duplex Automatic Document Feeder: 130 sheets; Speed: up to 133 ipm (duplex); Sizes: 5.5 x 8.5 in. / 148 x 210 mm to 297 x 420 mm	
		Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 in. / 89 x 98 mm to 320 x 483 mm Tray 1: 520 sheets; Custom sizes: 5.5 x 7.5 in. / 140 x 182 mm to 297 x 432 mm		
	Choose One	3 Tray Option (Total 2,180 sheets): Adds three 520-sheet paper trays; Sizes: 5.5 x 7.2 in. / 140 x 182 mm to SRA3	NA	
		High Capacity Tandem Tray Option (Total 3,140 sheets): Adds one 520-sheet paper tray, one 867-sheet paper tray and one 1,133-sheet paper tray; Sizes: 8.5 x 11 in. / A4		
Optional	High Capacity Feeder (HCF): 2,000 sheets; Sizes: 8.5 x 11 in. / A4 long edge feed Envelope Tray: Up to 60 envelopes #10 commercial, Monarch, DL, C5, Large U.S. Postcard, A6; Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 148 to 162 x 241 mm			
Paper Output / Finishing	Standard	Dual Offset Catch Tray: 250-sheets each Face up Tray: 100 sheets		
	Optional	Office Finisher LX: 2,000-sheet stacker, 50 sheets stapled, 2-position stapling, optional hole punch, optional booklet maker (score, saddle stitch) Integrated Office Finisher (optional with WorkCentre 7830i/7835i): 500-sheet stacker, 50 sheets stapled, single-position stapling Professional Finisher: 1,500-sheet stacker and 500-sheet top tray; 50-sheet multiposition stapling and hole punch, saddle-stitch booklet maker, V-Fold Convenience Stapler: staples 50 sheets (based on 75 gsm); includes Work Surface		

¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis; ² Undergoing evaluation.

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For more detailed specifications, go to www.xerox.com/office/WC7800Specs.
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BEAR RIVER ASSOCIATION OF GOVERNMENTS

170 N. Main, Logan, Utah 84321 ♦ (435) 752-7242 ♦ Fax (435) 752-6962 ♦ www.brag.utah.gov

June 12, 2017

Sheila Lind
City Recorder
River Heights City
520 South 500 East
River Heights, UT 84321

EXECUTIVE DIRECTOR
Roger C. Jones

GOVERNING BOARD

Chair
Stan Summers
County Commissioner

BOX ELDER COUNTY

Roger Fridal
Mayor of Tremonton
Jeff Hadfield
County Commissioner
Jeff Scott
County Commissioner
Tyler Vincent
Mayor of Brigham City

CACHE COUNTY

Craig Butters
Executive
C. Petersen
Mayor of Logan
Val K. Potter
County Council Member
Darrell Simmons
Mayor of Smithfield
Cordell (Cory) Yeates
County Council Member

RICH COUNTY

William Cox
County Commissioner
John Spuhler
Mayor of Garden City
Norman A. Weston
County Commissioner
Simeon (Sim) Weston, Vice Chair
Mayor of Laketown
Thomas J. Weston
County Commissioner

Dear Ms. Lind,

Bear River Association of Governments (BRAG) will be applying for funding in the next few weeks to update the regional natural hazard mitigation plan for all jurisdictions in Box Elder, Cache, and Rich Counties.

In order to do so, the Federal Emergency Management Agency (FEMA) now requires us to collect "letters of commitment to participate" from local governments before we can apply for funds. While local governments are not required by law to participate, those that would like to be eligible for federal pre- and post-disaster funds from FEMA are required to participate in a planning process that leads to a FEMA-approved hazard mitigation plan, and adopt the final plan by resolution when completed. As we have seen in the Bear River region this year with recent flooding, wildfire, and other natural hazard events, it is advantageous for communities to participate in this planning process and to adopt the plan so they are eligible to apply for various federal funds when the need arises.

There will be no financial commitment required by your jurisdiction for this plan update process. We only ask for your time to participate in meetings, to create natural hazard mitigation strategies for your community, to review the draft plan, and to adopt the plan after it is completed.

BRAG was asked by local governments to write the first regional plan in 2004, and updated the plan in 2009, then in 2015 (visit www.brag.utah.gov to see the current plan). We would like to start the update process in early 2018 and complete the plan in 2020 to comply with FEMA's 5-year plan update requirements.

Enclosed is a letter template for your use. **Please fill in the letter and have the chief elected official for your jurisdiction sign and return it to me by Friday, June 23rd (Please let me know if you need more time). Scan and e-mail the letter to zacc@brag.utah.gov, or mail a hard copy to: BRAG, Attn: Zac Covington, 170 N. Main, Logan, UT 84333.**

Thank you for your consideration, and please let me know if you have any questions or concerns by calling 435.713.1423.

Sincerely,

Zac Covington
Sr. Regional Planner

Enc

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_____(TOWN/CITY)

_____(DATE)

Zac Covington, Sr. Regional Planner
Bear River Associations of Governments (BRAG)
170 N. Main
Logan, UT 84321

Re: Letter of Commitment to Participate in the Bear River Region Multi- jurisdictional Hazard Mitigation Planning Process

Dear Mr. Covington,

As the Federal Emergency Management Agency's (FEMA) Local Mitigation Plan requirements under 44 CFR §201.6 specifically identify criteria that allow for multi-jurisdictional mitigation plans and that many issues are better resolved by evaluating hazards more comprehensively by coordinating at the county, regional, or watershed level, _____(Town/City) is submitting this letter of commitment to confirm that _____(Town/City) has agreed to participate in the Bear River Region Multi-jurisdictional Hazard Mitigation Planning Process.

Further, as a condition to participating in hazard mitigation planning; _____(City/Town) agrees to meet the requirements for mitigation plans identified in 44 CFR §201.6 and to provide such cooperation as is necessary and in a timely manner to BRAG to complete the plan in conformance with FEMA requirements.

_____ (City/Town) understands that it must engage in the following planning process, as more fully described in FEMA's Local Mitigation Plan Review Guide dated October 1, 2011, including, but not limited to:

- Identification of hazards unique to the jurisdiction and not addressed in the master planning document;
- The conduct of a vulnerability analysis and an identification of risks, where they differ from the general planning area;
- The formulation of mitigation goals responsive to public input and development of mitigation actions complementary to those goals. A range of actions must be identified specific for each jurisdiction;
- Demonstration that there has been proactively offered an opportunity for participation in the planning process by all community stakeholders (examples of participation include relevant involvement in any planning process, attending meetings, contributing research, data, or other information, commenting on drafts of the plan, etc.);
- Documentation of an effective process to maintain and implement the plan; and,
- Formal adoption of the Multi-jurisdictional Hazard Mitigation Plan by the jurisdiction's governing body (each jurisdiction must officially adopt the plan).

Therefore, with a full understanding of the obligations incurred by participating in the FEMA hazard mitigation planning process as a participant in a multi-jurisdictional plan; I _____(Name), commit _____(Town/City) to participate in the Bear River Region Multi-jurisdictional Hazard Mitigation Planning Process.

Executed this ____ day of _____(Month), _____(Year)

Name, Title (Chief Elected Official Signature)