

River Heights City

** REVISED **

COUNCIL MEETING AGENDA

Tuesday, May 5, 2020

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

Members of the Council will attend electronically. No public will be admitted on site. Those wishing to provide comment on any of the agenda items can do so by email to office@riverheights.org (must be received by noon on the date of the meeting). To view the live broadcast, see below.

Adoption of Previous Minutes and Agenda

Reports and Approval of Payments (Mayor, Council, Staff)

Public Comment (Discussed During Mayor's Report)

Discuss Development of Bedell Property, Zach Robinette

Budget Overview Discussion on Budget Reserves

Review Law Enforcement and Animal Control Contracts

Approval of the JP Minor Subdivision

Approval of the Municipal Wastewater Management Plan

Discuss Sewer Inspection and Cleaning

Resolution to Raise Sewer Rates from \$38.10 to \$46.00

Discuss 400 South Sidewalks

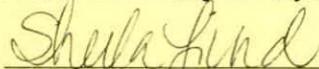
Closed Session to Discuss the Character, Professional Competence or Physical or Mental Health of an Individual and a Strategy Session to Discuss the Purchase, Exchange, Lease, or Sale of Real Property

Adjourn

Options for viewing the meeting:

- 1) You Tube: <https://youtu.be/eimz6PvqL6w>
- 2) Zoom Conference: Dial: 1 346 248 7799, Mtg ID#: 869 2512 0788, Password: 872437
- 3) Facebook: Check River Heights FB page on the day of the meeting

Posted this 4th day of May 2020



Sheila Lind, Recorder

Attachments for this meeting and previous meeting minutes can be found on the State's Public Notice Website (pmn.utah.gov).

River Heights City

Council Meeting

May 5, 2020

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8 Present: Mayor Todd Rasmussen
9 Council members: Doug Clausen
10 Sharlie Gallup
11 Chris Milbank
12 Elaine Thatcher
13 Blake Wright
14
15 Recorder Sheila Lind
16 Public Works Director Clayton Nelson
17 Finance Director Cliff Grover
18 Treasurer Wendy Wilker
19

20 Others Present: Jeremy Larsen, Zach Robinett, Trevor Woolstenhulme,
21 Sheriff Jensen, Heather Lehnig, Jay Richards
22

23 The following motions were made during the meeting:
24

25 Motion #1

26 Councilmember Wright moved to “adopt the minutes of the council meeting of March 31,
27 2020 and the evening’s agenda, bumping up the law enforcement and animal control contracts
28 discussion to after public comment.” Councilmember Milbank seconded the motion, which passed
29 with Clausen, Gallup, Milbank, Thatcher, and Wright in favor. No one opposed.
30
31

32 Motion #2

33 Councilmember Clausen moved to “pay the bills as listed.” Councilmember Wright seconded
34 the motion, which passed with Clausen, Gallup, Milbank, Thatcher and Wright in favor. No one
35 opposed.
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37 Motion #3

38 Councilmember Wright moved to “accept the Cache County Law Enforcement Contract and
39 the Animal Control Contract.” Councilmember Milbank seconded the motion, which carried with
40 Clausen, Gallup, Milbank, Thatcher and Wright in favor. No one opposed.
41

42 Motion #4

43 Councilmember Thatcher moved to “go into a closed session to discuss the character,
44 professional competence or physical or mental health of an individual.” Councilmember Milbank
45 seconded the motion, which carried with Clausen, Gallup, Milbank, Thatcher and Wright in favor. No
one opposed.

Proceedings of the Meeting:

The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the River Heights City Building on Tuesday, May 5, 2020 for their regular council meeting. The meeting was run through Zoom, Facebook Live and You Tube and got started at 6:50 p.m.

Adoption of Previous Minutes and Agenda: Minutes for the March 31, 2020 meeting were reviewed. Councilmember Wright asked to consider moving up the law enforcement and animal control contracts discussion to sooner in the meeting.

Councilmember Wright moved to “adopt the minutes of the council meeting of March 31, 2020 and the evening’s agenda bumping up law enforcement and animal control contracts discussion to after public comment.” Councilmember Milbank seconded the motion, which passed with Clausen, Gallup, Milbank, Thatcher, and Wright in favor. No one opposed.

Reports and Approval of Payments (Mayor, Council, Staff):

Public Works Director Nelson was not connected to the meeting at the time of his report.

Finance Director Grover

- He presented the Cash Balance by Fund Report and other reports showing the current financial situation of the city. He said budgets were tracking pretty close, except the water fund, which had gone over on expenditures.

Treasurer Wilker

- She presented and answered questions regarding the list of bills to be paid. Councilmember Gallup asked if the Rupps bill, for garbage bin rental in the last fiscal year, would come out of last year’s budget. Ms. Wilker informed that since that year had been closed out, it would be paid from the current years budget. FD Grover agreed and stated it was taken from the Community Affairs budget.

Councilmember Clausen moved to “pay the bills as listed.” Councilmember Wright seconded the motion, which passed with Clausen, Gallup, Milbank, Thatcher and Wright in favor. No one opposed.

Councilmember Thatcher

- She said a letter was sent to all the residents living on 400 South between 400 and 600 East regarding the road project which has started. The property owners living on the north side are still wanting a sidewalk in front of their property, either with this project or in the future.

Councilmember Milbank didn’t have anything.

Councilmember Clausen didn’t have anything.

Councilmember Gallup didn’t have anything.

Councilmember Wright didn’t have anything.

Recorder Lind

- She informed that the T-ball season had been canceled due to lack of participants.

Mayor Rasmussen

- He read an email sent by property owners on the north side of 400 East (between 400 and 600 East) regarding their desire for a sidewalk in front of their properties either now, with the current project, or at a later time. He expressed appreciation for their input.
- Tyson Glover also emailed a comment about wanting a fence around his property on 1000 East. Mayor Rasmussen said the council has already made the decision on the fence. He will follow up with Mr. Glover.

Public Comment (Discussed During Mayor's Report)

Review Law Enforcement and Animal Control Contracts: Mayor Rasmussen turned the time over to Sheriff Jensen who was also with Deputy Woolstenhulm, via Zoom. He explained the slight increase for the 2020 law enforcement contract. In 2019 they contracted for 211 hours in River Heights, but actually provided 344 hours. (Previous year's actual hours were: 858, 940 and 751.) This year's contract amount has been raised by 10%, with 232 projected hours. Mayor Rasmussen asked if other cities are going over on their hours. Sheriff Jensen answered in the affirmative. He explained that they would never neglect a call and will always do what is asked of them. Mayor Rasmussen asked how they make up for the short fall. Sheriff Jensen said the county ends up suffering. Mayor Rasmussen asked if he could share the numbers. Sheriff Jensen didn't have the figures in front of him but would email them.

Councilmember Wright noted the gap between contracted and actual hours was getting smaller over the years. Mayor Rasmussen said he felt the contract was fair.

Sheriff Jensen explained the animal control contract was kept at the same amount as last year. He felt they are providing a great service and are comfortable with leaving it. He has three animal control officers now.

Sheriff Jensen informed they are discussing a countywide animal shelter to use for impounds. After keeping animals for five days they would pass the animals off to the humane society, where they would work on getting the animals adopted out. The facility would cost about 1.5 million dollars. He's hoping it will be funded this year and started in the fall. The build will take about one year. It would be available to all the cities, although it wouldn't be required that they do. He envisions a board, made up of residents from each of the cities in the valley. They may even consider licensing animals. The facility would be located on the far east side of the sheriff's building since they already own the property.

Councilmember Gallup asked when the animal control officers would have the citations delivered to those who haven't registered their dogs yet. She also pointed out that the officers often park their car next to the city park and neglect getting out of their car to cite people for taking their dogs in the park. Also, there have been multiple calls on a dog that lives on Summerwild Avenue, yet the dog isn't registered. Sheriff will have the animal control officers contact Recorder Lind to find out who needs to register their dogs.

Councilmember Wright moved to "accept the Cache County Law Enforcement Contract and the Animal Control Contract." Councilmember Milbank seconded the motion, which carried with Clausen, Gallup, Milbank, Thatcher and Wright in favor. No one opposed.

138 Discuss Development of the Bedell Property, Zach Robinett: Mr. Robinett explained he has a
139 contract to purchase the Bedell property. He showed on the screen an aerial view of the ground and
140 surrounding area and explained the unique challenges, namely the proposed 400 South thoroughfare.
141 The development of the road will cost \$150,000 at a minimum. Once the road is developed it would
142 only serve the properties on the north side. The two dead end properties (on the east and west) don't
143 line up so there would need to be a curve, which would add to the cost. He is aware of the water line
144 that runs under the proposed road. He would like to build a single home on the northeast corner of the
145 property with a private road which he would connect with the dead end of 400 South on the east of his
146 property. He would like to see the future boundaries of 400 South so he'll know where to place his
147 house. He plans to sell the property that would end up south of the road to the adjacent interested
148 property owners. If they didn't want the property, he would maintain it himself. He agreed to avoid
149 building over the easement and that any future development on his part would trigger the road going
150 in. He would like the city to help with costs since it is on their master plan for a collector road. It was
151 brought up that there is a property to the west which is owned by Bob Davis. The road would also need
152 to go through his property.

153 Mayor Rasmussen asked if he plans to put in the intersection of 900 East 400 South at the time
154 he connects his driveway to 400 South. Mr. Robinett doesn't think it would add to the transportation
155 benefit for the city and would be a very large expense to him.

156 Councilmember Clausen asked how many other houses would fit on the property. Mr. Robinett
157 figured he could get 5-6 small lots or 2-3 larger ones. He may subdivide and sell in the future. He is
158 aware that the neighbors love the open space and said he has no plans to restrict access in a big way.
159 He would rather never develop other lots, but he would have to see.

160 To feel comfortable moving forward with the purchase of the property, he would like the
161 council to approve his desire to build a home without building the road at this time. He would also like
162 to be able to work with the city engineer to figure out the placement of the future road.

163 Councilmember Wright explained he has had discussion with Mr. Robinett. Prior to that he'd
164 had discussion with Jay Richards about his desire to pick up the property on the south, which borders
165 his property. The Syrstads are also interested. It was Mr. Wright's opinion that the city should
166 contribute to the cost of the road development, whenever that occurs, since there wouldn't be access on
167 the south side. He doesn't think the city's contribution should be more than half. If Mr. Robinett
168 develops more lots, he would need to put the road in, but if he doesn't sell off lots, he wondered what
169 would trigger development of the road.

170 Mayor Rasmussen suggested having money in escrow from Mr. Robinett upfront, to be held
171 until development. He asked if property owners on the south would be participating. Mr. Wright
172 doesn't see how they would benefit from the road so they wouldn't be required to pay for part of it. He
173 also didn't think Mr. Robinett should pay for both sides of the road when he would only be accessing
174 one side. The city has allowed the surrounding developments to go in how they are which has led to
175 this situation.

176 Councilmember Thatcher pointed out 400 South is deemed a collector road in the General Plan.

177 Councilmember Wright said when the city wants the road in one day, Mr. Robinett may not be
178 in a position to pay his share at that time. Mr. Robinett said if he was developing and selling lots he
179 surely would, but he's not in a financial situation to say right now. Mayor Rasmussen suggested they
180 could have an agreement that went with the property, which stated there would be cost sharing of the
181 road at some point in the future. Mr. Robinett said that seemed reasonable.

182 Councilmember Gallup asked Mr. Robinett if he would go through with the purchase if the city
183 said they would not share in the cost of the road. He said he would still buy it, but would be more
184 concerned if he had to commit to the cost before he had the money to pay for it.

185 Councilmember Milbank asked, if the city decides to put the road through, how would they
186 approach Bod Davis. Mayor Rasmussen said the precedent would be that if he's not developing his
187 property, then the city would pay for it. Councilmember Wright disagreed, because he could reject
188 paying and then develop his property later and get the benefit.

189 Mr. Robinett agreed if the city wants the road to go through, they would pay, if he develops, he
190 would pay for a portion. Councilmember Wright suggested his percentage could be the portion that he
191 benefits. He also pointed out that Mr. Robinett is offering a good proposal, compared to past ideas for
192 this property. He was willing to allow him to apply to build a home and work with the city engineer
193 (at his expense) on drawing in where the road would go. Mayor Rasmussen felt the city needed
194 assurance on how the road will go in when it develops. Mr. Wright said it is covered in the General
195 Plan and whatever happens will have to go through the Planning Commission.

196 Councilmember Milbank asked Mr. Robinett if he would want to sell the south portions now or
197 when the road development happens. He said now or later would be fine with him.

198 Mayor Rasmussen reviewed that the council would approve what he has proposed with the
199 addition of him getting with the city engineer to decide on a road placement, and some kind of
200 agreement for participation in the road if the land gets developed. Mr. Robinett will work with
201 Councilmember Thatcher on roads and with Councilmember Wright on planning. The council is on
202 board with this idea.

203 PWD Nelson said he has previously discussed this property with the city engineer who
204 mentioned that a lot of the property on the south side of the road would be designed for stormwater
205 retention. Mr. Robinett will bring this up in his discussion with the engineer.

206 Budget Overview Discussion on Budget Reserves: Mayor asked FD Grover to get budget dates
207 scheduled and to Recorder Lind so she can add it to the upcoming meetings. He responded he will do
208 it tomorrow.

209 Finance Director Grover said there are several areas that are critical to be to making decisions
210 on: Capital projects budget, repairs and maintenance budget, and Councilmember Clausen's proposed
211 revenue change. He asked the council members to look at their prospective areas to see if there is
212 going to be a variance from the current year, if so, they need to evaluate the adjustments that need to be
213 made.

214 They discussed the Capital Projects List. Councilmember Milbank asked if adjustments would
215 need to be made due to COVID, such as an adjustment in sales tax revenue. FD Grover said the
216 budget is tracking ahead right now, however, its possible there may be a drop in revenue next year.
217 The states are pushing the federal government for assistance, so that may happen.

218 FD Grover was anxious to know what adjustments the council wanted in the capital budget. He
219 asked that they have their budget figures for the next year at their next meeting. Mayor Rasmussen
220 suggested they try to cut the current budget and continue the projects into next year. Mr. Grover
221 reminded they can refer to the YTD report.

222 Mayor Rasmussen asked for sidewalk repair and replacement to be added, as well maintenance
223 for roads to help lengthen their life. He would also like to see a continual budget of sewer inspection
224 and repair to reduce water infiltration. FD Grover would like to see a 3 year budget for capital
225 projects, which would help in responding to the requests.

226 Councilmember Clausen asked if they could each set up an individual time to meet with the
mayor and PWD Nelson, in an effort to save time during meetings.

228 Commissioner Milbank discussed the parks capital projects. They don't intend to use the full
229 \$60,000 on the Stewart Hill Park this year, but would like to use it in the future. Mayor Rasmussen
230 said it could be earmarked for the future. FD Grover informed that the General fund generates around
231 \$250,000 yearly for capital projects. However, he is concerned about the revenue stream drying up
232 next year due to COVID. He also said Treasurer Wilker is a great resource for help with their budgets.

233 Approval of the JP Minor Subdivision: Jeremy Larsen explained his question to the council
234 was to find out if they want to participate in sewer service for possible future connections. Their
235 decision will affect how he runs his lines. He explained his idea for sewer laterals. The Winsteads
236 have interest in also connecting to the sewer. He was unsure about having a private or public easement
237 for the line that would run on the north side of Lot 3. He has heard cities don't like sewer lines on
238 private property because it causes maintenance issues in the future. He also questioned whether the
239 city was interested in providing for the future development of the property east of the church.

240 PWD Nelson showed where he and the city engineer discussed a possible manhole (west of Lot
241 3). If the city cost shares on the line, it would put the Winstead and Hunt properties within 300 feet of
242 the line, which would force them to connect (per city code). The city would then charge them a
243 monthly fee, which would help offset the city's expense for the line. He pointed out that it will cost
244 the property owners much less to connect now while the line is dug up, than later.

245 Mayor Rasmussen didn't see the benefit of providing the property east of the church a partial
246 line, when they don't know if they'll even use it. If they do later, they can connect to 800 South.

247 Jeremy Larsen said he had the cost of the lines figured for how he would do it and for how it
248 would be done if the city was involved (adding on the line that runs north/south and for an additional
249 manhole). The difference between the two would be \$6,000 - \$10,000. PWD Nelson suggested the
250 city could get the line to the north corner of Lot 3. The Winsteads could then run a lateral through a
251 property owner easement belonging to Lot 3.

252 Jeremy Larsen shared his opinion on future development of the Winstead property directly
253 south of Lots 1 and 2. Given its current landscape it would be tough to develop and getting access
254 would be a big problem.

255 Councilmember Wright asked about running the line from 800 South down 600 East. PWD
256 Nelson explained this option would cost much more because they'd need to cut through the asphalt.
257 The city engineer had also mentioned the possibility of the water line collapsing when the trench was
258 opened up. Mr. Wright's opinion is that River Heights should encourage the development east of the
259 church to go to Providence. Mayor Rasmussen agreed.

260 Jeremy Larsen suggested the Winsteads may provide an easement for a future sewer line along
261 their north boundary if the city brought the line to their property corner. Mayor Rasmussen petitioned
262 the council to approve the minor subdivision with the addition that the city will cost share on a line for
263 a main line and manhole along the east side of Lot 2 up to the Winsteads north corner. Then ask
264 Winsteads for an easement along their north side for city maintenance.

265 The council agreed to the construction drawings as shown, cost sharing with the increased
266 sewer line size on the east side of Lot 2 with the addition of an extension of the sewer line from the
267 northwest side of Lot 3 to the southeast corner, including a manhole, pending city approval of the cost
268 sharing amount.

269 Councilmember Wright wondered how to handle it if the Hunts were not able to afford to stub
270 into the sewer line. Recorder Lind stated the city has always been willing to work out payments.
271 Jeremy Larsen understood the ordinance to allow them to stay on septic until it was time to replace it.
272 PWD Nelson will check the ordinance.

275 Approval of the Municipal Wastewater Management Plan: PWD Nelson explained the report's
276 purpose and reminded it is required by the state.

277 Mayor Rasmussen asked for advise and consent on the plan. The council agreed unanimously.

278 Discuss Sewer Inspection and Cleaning: Councilmember Clausen explained they have
279 received bids for inspecting, cleaning and repairing the sewer lines in the range of \$60,000. PWD
280 Nelson added, Pipeline has a new method for repairing manholes that can be done prior to sewer
281 cleaning and inspections, which would cost between \$4,000 – 7,000. If it works well, it would be good
282 to use again in the future. Councilmember Clausen asked the council if the city should spend \$60,000-
283 70,000 in the near future on the sewer lines. Mayor Rasmussen felt it was smart insurance to make
284 sure the system is in good repair. PWD Nelson asked about spreading the job over the next three
285 years. Mayor Rasmussen and Mr. Clausen would like it initially all done at once to know where the
286 system is at now and then schedule sections to be done every three years. Councilmember Milbank
287 recalled a high degree of fluctuation of sewer flows in the last year. Mayor Rasmussen suggested
288 getting the lines repaired now will save on infiltration costs.

289 Councilmember Clausen asked for advise and consent from the council to spend up to \$60,000
290 this year for sewer inspection and cleaning. The council unanimously agreed to have the sewer lines
291 inspected and evaluated and then prioritize which sections should be repaired. PWD Nelson agreed to
292 contact and schedule the low bidder.

293 Resolution to Raise Sewer Rates from \$38.10 to \$46.00: Councilmember Clausen had
294 previously sent an email explaining the options for sewer raises. He desired to build up some money
295 in reserves so three years from now they will have the money to inspect and clean every three years.
296 He asked if they should set a rate that would pay back the \$60,000 for this year's inspections. Or, they
297 could take it out of the budget now and put the additional from a raise in a future budget. His
298 recommendation was to pay it back. Councilmember Wright asked how much was in the sewer
299 reserves. Mr. Clausen explained there is currently \$800,000 in the sewer fund. He guessed \$200,000-
300 300,000 would be transferred out for the 400 S road project. Another \$60,000 would come out this
301 year for inspection. Most of the city's reserves are in the sewer fund.

302 Councilmember Thatcher felt a 21% raise was too much for residents.

303 PWD Nelson explained that he went through the sewer budget and figured the monthly rate to
304 be just over \$46.00 to maintain the city's sewer budget. The rate needs to raise to \$42.00 just to cover
305 paying Logan's 10% raise. The extra is needed in repairs and maintenance

306 Councilmember Gallup clarified there will be two more years of the 10% raise from Logan.

307 Councilmember Wright didn't feel it was fair to residents to raise it so much at once. He
308 suggested \$43.00 now and 10% again next year, then three years from now they can continue to raise it
309 10% to build up reserves.

310 PWD Nelson reiterated that there currently isn't enough budgeted for sewer maintenance. Just
311 to keep up on what the city needs it should raise to \$46.00. Councilmember Clausen echoed, without
312 the \$46.00 the sewer budget will go in the negative. Mr. Nelson said the reason for the \$60,000 repair
313 cost is to get the system in better shape and hopefully lower rates in the future. Councilmember
314 Wright said in past years when the budget looks like its going to go in the negative, it has always
315 worked out.

316 Councilmember Wright agreed to raise the rate to \$43.00. Thatcher agreed to \$44.00.

317 Councilmember Milbank said the residents need to pay for the service they are receiving. He would
318 like them to be informed on what the expenses are and the reasons why. Gallup agreed to \$44.00.

319 Mayor Rasmussen suggested having a town hall meeting to invite the interested public to come
320 in and share their opinions.

319 PWD Nelson suggested waiting until the budgets come in to see what is needed to cover
320 expenditures.

321 Councilmember Clausen asked for a resolution at the next meeting to raise the rates to \$44.00.
322 Discuss 400 South Sidewalks: Mayor Rasmussen opened a discussion on how the council felt
323 about a sidewalk on the north side of 400 South.

324 Councilmember Thatcher was frustrated that the city didn't notify the north side property
325 owners that they were going to lose their sidewalk. She felt if the city had done a better job of
326 informing them last fall, she wouldn't be negotiating the situation right now. The residents felt shafted
327 by not getting any warning. They are willing to have a sidewalk with no park strip. Mayor Rasmussen
328 felt a park strip is needed.

329 Councilmember Clausen recalled that some of the residents were informed. PWD Nelson
330 agreed the project had been walked many times and they talked to the residents. Residents knew the
331 cost of the sidewalk could be the determining factor on whether the project was done or not. They all
332 supported the project because they wanted curb and gutter. Mr. Nelson felt, once the bids were in, the
333 residents should have been talked to before it was accepted.

334 Councilmember Thatcher's earlier understanding was that no sidewalk would be removed if it
335 was already there. She thought the "no sidewalk on the north side" only applied to the block between
336 400 E and 500 E. She didn't realize existing sidewalks would be removed until March 2020.

337 Councilmember Gallup pointed out the General Plan calls 400 South out as a collector street.
338 She asked if the sidewalk had to be removed because it couldn't work with the new road grade. PWD
339 Nelson said it was that and expense. Councilmember Thatcher said if the sidewalk is done now or
340 later, it would cost the same. Mr. Nelson clarified, this is true if the sidewalk is next to the curb.
341 Adding a planting strip would add much more.

342 Mayor Rasmussen suggested doing the project as planned and apply for funding for a sidewalk
343 later.

344 Councilmember Clausen asked why these residents feel they are entitled to the sidewalk on the
345 west block. Councilmember Thatcher said they want one. PWD Nelson reiterated they talked to
346 residents more on this project than any other last year. Ms. Thatcher said she wants to see a sidewalk
347 now or later. Councilmember Wright agreed.

348 PWD Nelson said installing sidewalk on the north doesn't connect it to any others. Mayor
349 Rasmussen still felt a sidewalk on the north would be good, but not against a curb. Councilmember
350 Thatcher said if they decide to do the sidewalk later, they need to have a date in mind. Councilmember
351 Clausen said things like this will take away from future capital projects.

352 Councilmember Wright discussed the possibility of shifting the whole right of way. PWD
353 Nelson said the south sidewalk needs to stay where its at. Mr. Wright agreed with Mayor Rasmussen
354 that it should be doné right with a parking strip, but not right now because of cost. Mr. Nelson said the
355 post office will not allow a mailbox on the far side of the sidewalk. It needs to be in the park strip.

356 Councilmember Thatcher reiterated that the residents want a commitment of when the sidewalk
357 will go in. Mayor Rasmussen asked if everyone in the city should pay for these few residents to have a
358 sidewalk.

359 The council agreed they intend to put a sidewalk in at a later time, however, they can't commit
360 to a date because of other expenses that might come up. They may be able to apply for funding. They
361 said they have some sympathy for the residents and agreed they may have gone about it the wrong way
362 but they still agreed the expense was too great to add onto this project.

363 Councilmember Thatcher would like the city to have discussions with residents before a project
364 is decided. Councilmember Clausen asked how they would move ahead if the residents don't agree

with what the city has in mind. Mayor Rasmussen agreed communication needs to be better, but once its heard, those on the council would make the decision they felt was best.

The councilmembers each did not support a sidewalk at this time but, were committed to trying to do one later.

Closed Session to Discuss the Character, Professional Competence or Physical or Mental Health of an Individual and a Strategy Session to Discuss the Purchase, Exchange, Lease, or Sale of Real Property: **Councilmember Thatcher moved to “go into a closed session to discuss the character, professional competence or physical or mental health of an individual.” Councilmember Milbank seconded the motion, which carried with Clausen, Gallup, Milbank, Thatcher and Wright in favor. No one opposed.**

The Council moved into a closed meeting at 10:55pm and returned to the open meeting at 11:03pm.

The meeting adjourned at 11:04 p.m.



Sheila Lind, Recorder



Todd A. Rasmussen, Mayor

River Heights City Bills To Be Paid

5/5/2020

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Bennett's Paint	Paint restroom doors			\$52.07						\$52.07
2	Carr Printing	Ballot Supplies	\$558.49								\$558.49
3	Caselle	Monthly Support Billing	\$91.69						\$91.66	\$91.65	\$275.00
4	Comcast	Monthly Internet	\$84.69								\$84.69
5	Ferguson	Blue Stake Paint							\$34.97		\$34.97
6	Incredible Concrete	500 South Side Walk Repair and office						\$277.50			\$277.50
7	It Works	Computer Software/Server	\$118.75								\$118.75
8	Lowe's	Water Leak Supplies							\$37.99		\$37.99
9	National Equipment Services	Dodge 2012 Annual Filters, Oil Etc.						\$140.03	\$139.99	\$139.98	\$420.00
10	Rupp's	Waste Container					\$75.00				\$75.00
11	Sam's Club	Office Supplies	\$11.94								\$11.94
12	South Fork Hardware	Water Leak Supplies							\$38.67		\$38.67
13	Thomas Petroleum	Fuel for City Vehicles			\$18.27			\$18.27	\$18.27	\$18.27	\$73.08
14	USA BlueBook	Water Leak Repair Tool							\$123.90		\$123.90
15	Verizon Wireless	Monthly Cell Phones	\$55.73						\$55.73	\$55.74	\$167.20
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	Page 1 SubTotals		\$921.29		\$70.34		\$75.00	\$435.80	\$541.18	\$305.64	\$2,349.25

Page 1 Total Amount to be \$2,349.25

e-mail approval

River Heights City Bills To Be Paid

4/21/2020

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Bear River Health Department	Water Coliform Testing							\$40.00		\$40.00
2	Cindy Schaub	Planning Commission		\$60.00							\$60.00
3	City of Logan	Sewer, 911, Garbage	\$13,546.83			\$2,016.00				\$15,564.25	\$31,127.08
4	Dominion Energy	Gas	\$62.53		\$55.92			\$55.91	\$323.54	\$55.91	\$553.81
5	Heather Lehnig	Planning Commission		\$60.00							\$60.00
6	Lance Pitcher	Planning Commission		\$48.00							\$48.00
7	Lee's Plumbing	Ryan's Park Restroom Repairs			\$1,458.90						\$1,458.90
8	Levi Roberts	Planning Commission		\$48.00							\$48.00
9	Logan City	Water Consumption							\$358.88		\$358.88
10	Noel Cooley	Planning Commission		\$60.00							\$60.00
11	Providence City	Winter Salt						\$12,139.79			\$12,139.79
12	Utah League of Cities & Towns	Annual Membership 2020-2021	\$1,035.77								\$1,035.77
13	Utah Local Government Trust	Monthly Workers Comp.	\$21.54		\$33.09			\$101.04	\$127.98	\$134.72	\$418.37
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	Page 1 SubTotals		\$14,666.67	\$276.00	\$1,547.91	\$2,016.00		\$12,296.74	\$850.40	\$15,754.88	\$47,408.60

Page 1 Total Amount to be \$47,408.60

e-mail approval

River Heights City Bills To Be Paid

4/11/2020

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Blue Stakes of Utah	Billable Email Notifications	\$16.12						\$16.12	\$16.62	\$48.86
2	Caselle, Inc.	Monthly Service Billing	\$91.69						\$91.66	\$91.65	\$275.00
3	CMPO	Local Match for Planning FY20	\$301.00								\$301.00
4	Daines & Jenkins	Legal Fees	\$360.00								\$360.00
5	Forsgren Associates, Inc.	General Consult/400 South	\$60.00					\$2,410.00			\$2,470.00
6	Freedom Mailing Services, Inc.	Monthly Bill Processing	\$142.71						\$47.57	\$47.57	\$237.85
7	Gabriel Rasmussen	Newsletter Delivery	\$150.00								\$150.00
8	It Work's	Server/System Work	\$190.00								\$190.00
9	Lynn's Audio Video	Meeting Room Sound/Audio					\$3,010.94				\$3,010.94
10	Peterson Plumbing	Meter Replacement at RH Elementary							\$1,643.83		\$1,643.83
11	Rocky Mountain Power	Electricity	\$76.50		\$56.26	\$25.23		\$1,168.08	\$1,975.43	\$23.01	\$3,324.51
12	Rupp Waste Containers	Billing for 2019 Community Clean-up Bins					\$1,061.10				\$1,061.10
13	Secure Instant Payments	Monthly Service Billing	\$17.99						\$17.98	\$17.98	\$53.95
14	Soutfork Hardware	Road Shop Materials						\$35.36			\$35.36
15	Verizon Wireless	Monthly Cell Phone	\$55.81						\$55.81	\$55.82	\$167.44
16	Wendy Wilker	Printer Cartridge and 1st Qtr Certify Mail	\$102.74								\$102.74
17	Xerox	Monthly Office Copier Usage Fee	\$13.48								\$13.48
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Page 1 SubTotals

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\$56.26

\$25.23

\$4,072.04

\$3,613.44

\$3,848.40

\$252.65

\$13,446.06

Page 1 Total Amount to be

\$13,446.06

River Heights City
 Financial Summary
 April 30, 2020

		Cash Balance By Fund			
		03/31/20	04/30/20	Net Change	% of Total
General Fund		117,962.43	130,977.28	13,014.85	6.15%
Capital Projects Fund		240,366.45	267,956.45	27,590.00	12.59%
Water Fund		753,737.79	769,499.11	15,761.32	36.14%
Sewer Fund		948,868.11	960,652.63	11,784.52	45.12%
Total Cash Balance		<u>2,060,934.78</u>	<u>2,129,085.47</u>	<u>68,150.69</u>	100.00%

		YTD Actual	Annual Budget	Unexpended Budget	% Of Budget Incurred	% Of Time Incurred
General Fund						
Revenue		750,497.40	809,270.00	58,772.60	92.74%	83.56%
Expenditures	Administrative	137,808.55	164,060.00	26,251.45	84.00%	83.56%
	Office	14,888.12	19,570.00	4,681.88	76.08%	83.56%
	Community Affairs	13,376.43	20,750.00	7,373.57	64.46%	83.56%
	Planning & Zoning	411.07	7,270.00	6,858.93	5.65%	83.56%
	Public Safety	79,952.56	86,400.00	6,447.44	92.54%	83.56%
	Roads	79,464.05	114,200.00	34,735.95	69.58%	83.56%
	Parks & Recreation	48,792.46	90,550.00	41,757.54	53.88%	83.56%
	Sanitation	144,498.80	150,000.00	5,501.20	96.33%	83.56%
	Transfer To CP Fund	(100,000.00)	220,000.00	320,000.00	-45.45%	
Total Expenditures		419,192.04	872,800.00	453,607.96	48.03%	83.56%
Net Revenue Over Expenditures		<u>331,305.36</u>	<u>(63,530.00)</u>	<u>(394,835.36)</u>		
Capital Projects Fund						
Revenue		2,387.09	3,000.00	612.91		83.56%
Reimbursement Income		56,468.00	234,000.00	177,532.00		
Transfer From General Fund		(100,000.00)	240,000.00	340,000.00		
Expenditures	Administrative	-	-	-		83.56%
	Parks & Recreation	35,907.86	85,400.00	49,492.14		83.56%
	Roads	69,785.81	570,000.00	500,214.19		83.56%
		-	-	-		83.56%
Total Expenditures		105,693.67	655,400.00	549,706.33		83.56%
Net Revenue Over Expenditures		<u>(146,838.58)</u>	<u>(178,400.00)</u>	<u>(31,561.42)</u>		
Water Fund						
Revenue		392,021.11	361,350.00	(30,671.11)	108.49%	83.56%
Expenditures		200,810.70	544,200.00	343,389.30	36.90%	83.56%
Net Revenue Over Expenditures		<u>191,210.41</u>	<u>(182,850.00)</u>	<u>(374,060.41)</u>		
Sewer Fund						
Revenue		252,615.85	312,800.00	60,184.15	80.76%	83.56%
Expenditures		200,243.65	333,500.00	133,256.35	60.04%	83.56%
Net Revenue Over Expenditures		<u>52,372.20</u>	<u>(20,700.00)</u>	<u>(73,072.20)</u>		
Combined - All Funds						
Net Revenue Over Expenditures - Combined		<u>428,049.39</u>	<u>(445,480.00)</u>	<u>(873,529.39)</u>		

RIVER HEIGHTS CITY
COMBINED CASH INVESTMENT
APRIL 30, 2020

COMBINED CASH ACCOUNTS

01-1010	CHECKING - GENERAL	785,798.05
01-1020	PTIF	1,202,558.97
01-1025	ZION'S SAVINGS	140,728.45
		<hr/>
	TOTAL COMBINED CASH	2,129,085.47
01-1000	CASH ALLOCATED TO OTHER FUNDS	(2,129,085.47)
		<hr/>
	TOTAL UNALLOCATED CASH	.00
		<hr/> <hr/>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	130,977.28
40	ALLOCATION TO CAPITAL PROJECTS FUND	267,956.45
51	ALLOCATION TO WATER FUND	769,499.11
52	ALLOCATION TO SEWER FUND	960,652.63
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	2,129,085.47
	ALLOCATION FROM COMBINED CASH FUND - 01-1000	(2,129,085.47)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	.00
		<hr/> <hr/>

RIVER HEIGHTS CITY
 BALANCE SHEET
 APRIL 30, 2020
 GENERAL FUND

ASSETS

10-1000	CASH IN COMBINED CASH FUND	130,977.28	
10-1510	AR - GARBAGE	4,719.83	
10-1520	AR - WATER	50.42	
10-1540	AR - 911	917.37	
10-1550	AR - SALES TAX	42,878.07	
10-1560	AR - ROAD C	17,177.59	
10-1570	AR PROPERTY TAX	110,890.00	
10-1580	AR - STORM WATER	442.90	
10-1590	AR COURT	250.00	
10-1810	LAND - GFA	188,719.00	
10-1820	BUILDING AND IMPROVEMENTS - GF	1,055,582.69	
10-1830	MACHINERY & EQUIPMENT - GFA	265,534.34	
10-1835	INFRASTRUCTURE ASSETS - GFA	1,673,207.46	
10-1840	ACC DEPR. BLDG. & IMP. - GFA	(444,114.27)	
10-1845	ACC DEPR. - MACH & EQPMT - GFA	(225,448.19)	
10-1847	ACC DEPRECIATION - INFRA - GFA	(161,364.67)	
	TOTAL ASSETS		<u><u>2,660,419.82</u></u>

LIABILITIES AND EQUITY

LIABILITIES

10-2000	AP - GENERAL	(15,722.21)	
10-2205	FICA PAYABLE	3.34	
10-2240	SUTA PAYABLE	32.29	
10-2410	DEFERRED REVENUE - PROPERTY TA	110,890.00	
	TOTAL LIABILITIES		95,203.42

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
10-2910	INVESTMENT - GFA	2,144,817.24	
10-2980	FUND BALANCE	24,340.79	
10-2999	RECONCILIATION ACCOUNT	.01	
	REVENUE OVER EXPENDITURES - YTD	396,058.36	
	BALANCE - CURRENT DATE	<u>2,565,216.40</u>	
	TOTAL FUND EQUITY		<u><u>2,565,216.40</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>2,660,419.82</u></u>

RIVER HEIGHTS CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-10 PROPERTY TAX	5,251.90	5,251.90	107,000.00	101,748.10	4.9
10-31-20 SALES TAX	220,280.66	220,280.66	236,000.00	15,719.34	93.3
10-31-30 FRANCHISE TAX	59,264.28	59,264.28	75,000.00	15,735.72	79.0
10-31-50 REDEMPTION TAXES	1,119.67	1,119.67	2,000.00	880.33	56.0
10-31-60 UPP TAXES (PERSONAL PROPERTY)	110,690.88	110,690.88	26,000.00	(84,690.88)	425.7
10-31-70 UPP FEES & LIEU (VEHICLE TAX)	4,882.56	4,882.56	10,000.00	5,117.44	48.8
TOTAL TAXES	401,489.95	401,489.95	456,000.00	54,510.05	88.1
<u>LICENSES AND PERMITS</u>					
10-32-10 ZONING CLEARANCE PERMITS	1,000.00	1,000.00	1,500.00	500.00	66.7
10-32-20 HOME OCCUPATION LICENSE	1,720.00	1,720.00	1,800.00	80.00	95.6
10-32-30 CONDITIONAL USE PERMITS	.00	.00	200.00	200.00	.0
10-32-40 SUBDIVISION FEES	200.00	200.00	5,000.00	4,800.00	4.0
10-32-50 CACHE COUNTY 20% BLDG. FEE	1,020.26	1,020.26	1,500.00	479.74	68.0
10-32-60 DOG FEES	4,815.00	4,815.00	4,400.00	(415.00)	109.4
10-32-65 SANITATION	134,263.66	134,263.66	149,000.00	14,736.34	90.1
10-32-70 IMPACT FEES - PARKS	903.00	903.00	2,700.00	1,797.00	33.4
10-32-75 IMPACT FEES - ROADS	476.00	476.00	1,400.00	924.00	34.0
10-32-80 STORM DRAINAGE	18,776.88	18,776.88	26,000.00	7,223.12	72.2
10-32-85 911	24,541.43	24,541.43	23,500.00	(1,041.43)	104.4
TOTAL LICENSES AND PERMITS	187,716.23	187,716.23	217,000.00	29,283.77	86.5
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-20 CLASS 'C' ROAD	69,829.00	69,829.00	90,000.00	20,171.00	77.6
10-33-25 PARK GRANT (RAPZ)	82,689.00	82,689.00	35,000.00	(47,689.00)	236.3
TOTAL INTERGOVERNMENTAL REVE	152,518.00	152,518.00	125,000.00	(27,518.00)	122.0
<u>CHARGES FOR SERVICES</u>					
10-34-10 PARKS AND REC. & RENT PARK	1,325.00	1,325.00	1,500.00	175.00	88.3
10-34-20 T-BALL	80.00	80.00	1,700.00	1,620.00	4.7
10-34-30 LATE FEES	566.58	566.58	300.00	(266.58)	188.9
TOTAL CHARGES FOR SERVICES	1,971.58	1,971.58	3,500.00	1,528.42	56.3
<u>FINES AND FORFEITURES</u>					
10-35-10 FINES AND FORFEITURES	1,361.59	1,361.59	1,000.00	(361.59)	136.2
TOTAL FINES AND FORFEITURES	1,361.59	1,361.59	1,000.00	(361.59)	136.2

RIVER HEIGHTS CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER REVENUE</u>					
10-36-10 OTHER	.00	.00	300.00	300.00	.0
10-36-20 APPLE DAYS-PROMOTION/ENTERTAIN	10.00	10.00	.00 (10.00)	.0
10-36-21 VENDOR BOOTH-APPLE DAYS	195.00	195.00	370.00	175.00	52.7
10-36-30 RENT - CITY BUILDING	600.00	600.00	1,000.00	400.00	60.0
10-36-35 RIGHT OF WAY FEES	650.00	650.00	1,300.00	650.00	50.0
10-36-40 YOUTH COUNCIL	.00	.00	100.00	100.00	.0
10-36-50 CONTRIBUTION	739.49	739.49	700.00 (39.49)	105.6
10-36-60 INTEREST INCOME	2,715.56	2,715.56	3,000.00	284.44	90.5
10-36-85 SALE OF CAPITAL ASSETS	500.00	500.00	.00 (500.00)	.0
TOTAL OTHER REVENUE	5,410.05	5,410.05	6,770.00	1,359.95	79.9
TOTAL FUND REVENUE	750,467.40	750,467.40	809,270.00	58,802.60	92.7

RIVER HEIGHTS CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-41-01 MAYOR AND COUNCIL	16,200.00	16,200.00	19,100.00	2,900.00	84.8
10-41-03 TREASURER	4,112.56	4,112.56	6,900.00	2,787.44	59.6
10-41-05 RECORDER	15,382.67	15,382.67	20,700.00	5,317.33	74.3
10-41-06 FINANCE DIRECTOR	2,040.00	2,040.00	2,500.00	460.00	81.6
10-41-10 SUPERVISOR OF PUBLIC WORKS	11,351.61	11,351.61	12,800.00	1,448.39	88.7
10-41-15 PAYROLL TAXES	3,799.91	3,799.91	5,000.00	1,200.09	76.0
10-41-16 HEALTH INSURANCE	1,738.40	1,738.40	2,000.00	261.60	86.9
10-41-40 AUDIT	3,680.00	3,680.00	3,700.00	20.00	99.5
10-41-41 PROFESSIONAL FEES	2,443.80	2,443.80	5,000.00	2,556.20	48.9
10-41-42 BAD DEBT	.23	.23	10.00	9.77	2.3
10-41-43 LEGAL	5,284.50	5,284.50	6,000.00	715.50	88.1
10-41-46 DUES AND SUBSCRIPTIONS	1,978.77	1,978.77	1,400.00	(578.77)	141.3
10-41-55 INSURANCE LIABILITY AND OTHER	845.50	845.50	2,200.00	1,354.50	38.4
10-41-65 REPAIRS AND MAINTENANCE	200.46	200.46	250.00	49.54	80.2
10-41-70 TRAINING AND MEETINGS	120.00	120.00	900.00	780.00	13.3
10-41-80 BANK SERVICE CHARGES	1,172.64	1,172.64	600.00	(572.64)	195.4
10-41-87 CAPITAL EXPENDITURES	2,674.50	2,674.50	.00	(2,674.50)	.0
10-41-90 DEPRECIATION EXPENSE	.00	.00	74,900.00	74,900.00	.0
10-41-95 MISCELLANEOUS	.00	.00	100.00	100.00	.0
TOTAL ADMINISTRATION	73,025.55	73,025.55	164,060.00	91,034.45	44.5
<u>OFFICE EXPENSES</u>					
10-44-10 OFFICE AND GENERAL SUPPLIES	2,515.13	2,515.13	3,800.00	1,284.87	66.2
10-44-12 OFFICE CLEANING	95.13	95.13	.00	(95.13)	.0
10-44-15 DINNER & PARTY	442.50	442.50	700.00	257.50	63.2
10-44-17 COMPUTER MAINTENANCE	298.40	298.40	1,400.00	1,101.60	21.3
10-44-20 COMPUTER UPDATES	2,387.24	2,387.24	700.00	(1,687.24)	341.0
10-44-25 COMPUTER - RECORDER	.00	.00	550.00	550.00	.0
10-44-30 COPY MACHINE MAINTENANCE	643.89	643.89	450.00	(193.89)	143.1
10-44-35 1/3 CASELLE	916.90	916.90	1,100.00	183.10	83.4
10-44-40 ELECTIONS	656.89	656.89	1,600.00	943.11	41.1
10-44-45 FAX, COPIER, PRINTER	94.04	94.04	100.00	5.96	94.0
10-44-47 FIRE EXTINGUISHER SERVICE	214.00	214.00	100.00	(114.00)	214.0
10-44-49 NAMEPLATES	5.80	5.80	10.00	4.20	58.0
10-44-50 NEWSLETTER/FLIERS	540.00	540.00	550.00	10.00	98.2
10-44-52 NEWSPAPER ADS	709.73	709.73	750.00	40.27	94.6
10-44-55 POSTAGE	1,041.21	1,041.21	1,200.00	158.79	86.8
10-44-65 SOFTWARE	160.40	160.40	200.00	39.60	80.2
10-44-70 TRAINING - RECORDER	.00	.00	1,000.00	1,000.00	.0
10-44-75 GAS	518.47	518.47	600.00	81.53	86.4
10-44-77 ELECTRICITY	886.93	886.93	1,400.00	513.07	63.4
10-44-78 TELEPHONE	1,334.46	1,334.46	2,200.00	865.54	60.7
10-44-79 INTERNET	857.00	857.00	800.00	(57.00)	107.1
10-44-80 WEB PAGE DOMAIN	395.00	395.00	360.00	(35.00)	109.7
10-44-85 WEB MASTER	175.00	175.00	.00	(175.00)	.0
TOTAL OFFICE EXPENSES	14,888.12	14,888.12	19,570.00	4,681.88	76.1

RIVER HEIGHTS CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY AFFAIRS</u>					
10-48-04 RECORDER	.00	.00	1,000.00	1,000.00	.0
10-48-17 APPLE DAYS-FUN RUN	.00	.00	250.00	250.00	.0
10-48-20 APPLE DAYS-PROMOTION/ENTERTAIN	7,563.94	7,563.94	8,000.00	436.06	94.6
10-48-21 EVENTS (X-MAS TREE LIGHTING)	1,351.20	1,351.20	1,400.00	48.80	96.5
10-48-30 CIVIC PROJECTS	1,061.10	1,061.10	1,400.00	338.90	75.8
10-48-50 FLOAT	99.16	99.16	200.00	100.84	49.6
10-48-55 FLOAT DECORATIONS	190.09	190.09	400.00	209.91	47.5
10-48-60 LIBRARY	.00	.00	4,600.00	4,600.00	.0
10-48-70 ROYALTY	100.00	100.00	1,800.00	1,700.00	5.6
10-48-80 YOUTH COUNCIL	.00	.00	1,700.00	1,700.00	.0
10-48-90 SOUND SYSTEM	3,010.94	3,010.94	.00	(3,010.94)	.0
TOTAL COMMUNITY AFFAIRS	13,376.43	13,376.43	20,750.00	7,373.57	64.5
<u>PLANNING & ZONING</u>					
10-51-07 PLANNING COMMISSION	816.00	816.00	1,200.00	384.00	68.0
10-51-10 ZONING ADMINISTRATOR/PLANNER	560.00	560.00	2,300.00	1,740.00	24.4
10-51-15 PAYROLL TAXES	43.41	43.41	200.00	156.59	21.7
10-51-19 ADVERTISING, NOTICES	141.22	141.22	500.00	358.78	28.2
10-51-25 COPIES OF ORDINANCES, MAPS, OT	.00	.00	70.00	70.00	.0
10-51-30 PASS THROUGH FEES-PZ	(624.56)	(624.56)	1,100.00	1,724.56	(56.8)
10-51-41 PROFESSIONAL FEES	(525.00)	(525.00)	1,000.00	1,525.00	(52.5)
10-51-45 TRAINING	.00	.00	900.00	900.00	.0
TOTAL PLANNING & ZONING	411.07	411.07	7,270.00	6,858.93	5.7
<u>PUBLIC SAFETY</u>					
10-54-10 CROSSING GUARDS	7,922.66	7,922.66	9,900.00	1,977.34	80.0
10-54-15 PAYROLL TAXES	614.06	614.06	800.00	185.94	76.8
10-54-19 CROSSING GUARD SUPPLIES	59.60	59.60	500.00	440.40	11.9
10-54-20 CROSSING GUARD TRAINING	13.46	13.46	200.00	186.54	6.7
10-54-25 EMERGENCY PREPAREDNESS	106.98	106.98	600.00	493.02	17.8
10-54-30 FIRE	33,949.00	33,949.00	33,600.00	(349.00)	101.0
10-54-40 911	20,172.00	20,172.00	23,200.00	3,028.00	87.0
10-54-60 POLICE	10,571.10	10,571.10	10,600.00	28.90	99.7
10-54-70 ANIMAL CONTROL	6,314.86	6,314.86	6,700.00	385.14	94.3
10-54-75 ELECTRICITY - SCHOOL FLASHERS	228.84	228.84	300.00	71.16	76.3
TOTAL PUBLIC SAFETY	79,952.56	79,952.56	86,400.00	6,447.44	92.5

RIVER HEIGHTS CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ROADS</u>					
10-60-10 SUPERVISOR - ROADS	11,381.61	11,381.61	14,300.00	2,918.39	79.6
10-60-11 PART-TIME WAGES	1,825.19	1,825.19	2,800.00	974.81	65.2
10-60-12 MAINTENANCE ASSISTANT	8,860.32	8,860.32	11,000.00	2,139.68	80.6
10-60-15 PAYROLL TAXES	1,695.18	1,695.18	2,200.00	504.82	77.1
10-60-16 HEALTH INSURANCE	5,870.54	5,870.54	7,400.00	1,529.46	79.3
10-60-22 ENGINEERING & PROFESSIONAL	.00	.00	500.00	500.00	.0
10-60-24 TRAILS	905.80	905.80	900.00	(5.80)	100.6
10-60-26 PAINT SUPPLIES	115.58	115.58	500.00	384.42	23.1
10-60-30 WALKWAY REPAIRS	186.00	186.00	500.00	314.00	37.2
10-60-40 SIGNS	1,082.14	1,082.14	3,000.00	1,917.86	36.1
10-60-41 PROFESSIONAL FEES	658.17	658.17	2,000.00	1,341.83	32.9
10-60-50 GAS, OIL & VEHICLE REPAIR	2,286.94	2,286.94	2,100.00	(186.94)	108.9
10-60-55 SNOW REMOVAL	16,073.56	16,073.56	20,000.00	3,926.44	80.4
10-60-56 INSURANCE, LIABILITY AND OTHER	3,965.00	3,965.00	7,400.00	3,435.00	53.6
10-60-60 STREET LIGHTING	10,443.34	10,443.34	14,500.00	4,056.66	72.0
10-60-65 STREET REPAIRS	422.22	422.22	5,000.00	4,577.78	8.4
10-60-75 GAS - HEATING GARAGE	511.79	511.79	600.00	88.21	85.3
10-60-76 STORM WATER	8,263.56	8,263.56	10,500.00	2,236.44	78.7
10-60-80 REPAIRS AND MAINTENANCE	4,917.11	4,917.11	9,000.00	4,082.89	54.6
TOTAL ROADS	79,464.05	79,464.05	114,200.00	34,735.95	69.6
<u>PARKS & RECREATION</u>					
10-70-10 SUPERVISOR - PARKS	11,393.61	11,393.61	12,800.00	1,406.39	89.0
10-70-11 PART-TIME WAGES	2,555.19	2,555.19	2,900.00	344.81	88.1
10-70-12 MAINTENANCE ASSISTANT	10,632.39	10,632.39	11,900.00	1,267.61	89.4
10-70-15 PAYROLL TAXES	1,887.78	1,887.78	2,300.00	412.22	82.1
10-70-16 HEALTH INSURANCE	6,662.85	6,662.85	8,700.00	2,037.15	76.6
10-70-30 CLEANING SUPPLIES	306.67	306.67	400.00	93.33	76.7
10-70-40 MAINTENANCE RYAN'S PARK	1,187.42	1,187.42	3,000.00	1,812.58	39.6
10-70-41 PROFESSIONAL FEES	.00	.00	1,700.00	1,700.00	.0
10-70-45 MAINTENANCE - GROUNDS	2,390.99	2,390.99	4,200.00	1,809.01	56.9
10-70-50 MAINT. TENNIS-PICKLEBALL COURT	2,336.35	2,336.35	20,000.00	17,663.65	11.7
10-70-55 PLANT RESTORATION	.00	.00	500.00	500.00	.0
10-70-56 INSURANCE LIABILITY AND OTHER	1,298.65	1,298.65	1,800.00	501.35	72.2
10-70-60 T-BALL	.00	.00	1,100.00	1,100.00	.0
10-70-65 SOCCER LEAGUE EXPENSES	300.00	300.00	1,000.00	700.00	30.0
10-70-72 PARK DEPOSIT REFUND	950.00	950.00	750.00	(200.00)	126.7
10-70-74 BUILDING DEPOSIT REFUND	300.00	300.00	600.00	300.00	50.0
10-70-75 GAS	583.31	583.31	800.00	216.69	72.9
10-70-77 ELECTRICITY	537.58	537.58	900.00	362.42	59.7
10-70-80 REPAIRS & MAINTENANCE	3,768.55	3,768.55	11,000.00	7,231.45	34.3
10-70-82 DUGOUT BENCHES - BALL DIAMOND	.00	.00	500.00	500.00	.0
10-70-86 PARK RESTROOM	1,701.12	1,701.12	1,600.00	(101.12)	106.3
10-70-90 MISCELLANEOUS	.00	.00	2,100.00	2,100.00	.0
TOTAL PARKS & RECREATION	48,792.46	48,792.46	90,550.00	41,757.54	53.9

RIVER HEIGHTS CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER EXPENSES</u>					
10-90-10 SANITATION	144,498.80	144,498.80	150,000.00	5,501.20	96.3
10-90-92 TRANSFER TO CP FUND	(100,000.00)	(100,000.00)	220,000.00	320,000.00	(45.5)
TOTAL OTHER EXPENSES	44,498.80	44,498.80	370,000.00	325,501.20	12.0
TOTAL FUND EXPENDITURES	354,409.04	354,409.04	872,800.00	518,390.96	40.6
NET REVENUE OVER EXPENDITURES	396,058.36	396,058.36	(63,530.00)	(459,588.36)	623.4

RIVER HEIGHTS CITY
BALANCE SHEET
APRIL 30, 2020

CAPITAL PROJECTS FUND

<u>ASSETS</u>			
40-1000	CASH IN COMBINED CASH FUND		267,956.45
	TOTAL ASSETS		267,956.45
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
40-2980	FUND BALANCE	414,795.03	
	REVENUE OVER EXPENDITURES - YTD	(146,838.58)	
	BALANCE - CURRENT DATE		267,956.45
	TOTAL FUND EQUITY		267,956.45
	TOTAL LIABILITIES AND EQUITY		267,956.45

RIVER HEIGHTS CITY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER</u>					
40-36-10 INTEREST - CAPITAL IMPROVEMENT	2,387.09	2,387.09	3,000.00	612.91	79.6
40-36-80 REIMBURSEMENT INCOME	56,468.00	56,468.00	234,000.00	177,532.00	24.1
40-36-90 TRANSFERS FROM GENERAL FUND	(100,000.00)	(100,000.00)	240,000.00	340,000.00	(41.7)
TOTAL OTHER	(41,144.91)	(41,144.91)	477,000.00	518,144.91	(8.6)
TOTAL FUND REVENUE	(41,144.91)	(41,144.91)	477,000.00	518,144.91	(8.6)

**RIVER HEIGHTS CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020**

CAPITAL PROJECTS FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>DEPARTMENT 60</u>						
40-60-83	ROADS	69,785.81	69,785.81	570,000.00	500,214.19	12.2
	TOTAL DEPARTMENT 60	69,785.81	69,785.81	570,000.00	500,214.19	12.2
<u>DEPARTMENT 70</u>						
40-70-83	PARKS & RECREATION	35,907.86	35,907.86	85,400.00	49,492.14	42.1
	TOTAL DEPARTMENT 70	35,907.86	35,907.86	85,400.00	49,492.14	42.1
	TOTAL FUND EXPENDITURES	105,693.67	105,693.67	655,400.00	549,706.33	16.1
	NET REVENUE OVER EXPENDITURES	(146,838.58)	(146,838.58)	(178,400.00)	(31,561.42)	(82.3)

RIVER HEIGHTS CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER</u>					
51-36-10 CHARGES FOR SERVICES - WATER	379,706.57	379,706.57	346,600.00	(33,106.57)	109.6
51-36-15 INTEREST EARNED - WATER	7,553.54	7,553.54	12,000.00	4,446.46	63.0
51-36-20 HOOKUPS & OTHER - WATER	1,500.00	1,500.00	1,000.00	(500.00)	150.0
51-36-30 IMPACT FEES - WATER	2,211.00	2,211.00	1,500.00	(711.00)	147.4
51-36-98 CONTAINER REFUNDS	1,050.00	1,050.00	250.00	(800.00)	420.0
TOTAL OTHER	392,021.11	392,021.11	361,350.00	(30,671.11)	108.5
TOTAL FUND REVENUE	392,021.11	392,021.11	361,350.00	(30,671.11)	108.5

RIVER HEIGHTS CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER DEPARTMENT</u>					
51-40-01 MAYOR AND COUNCIL	5,400.00	5,400.00	6,500.00	1,100.00	83.1
51-40-03 TREASURER	3,991.72	3,991.72	5,500.00	1,508.28	72.6
51-40-05 RECORDER	3,846.84	3,846.84	5,500.00	1,653.16	69.9
51-40-06 FINANCE DIRECTOR	1,980.00	1,980.00	2,200.00	220.00	90.0
51-40-10 SUPERVISOR - PUBLIC WORKS	17,063.41	17,063.41	22,400.00	5,336.59	76.2
51-40-11 PART TIME WAGES	2,190.21	2,190.21	3,400.00	1,209.79	64.4
51-40-12 MAINTENANCE ASSISTANT	10,632.33	10,632.33	13,200.00	2,567.67	80.6
51-40-15 PAYROLL TAXES	3,476.22	3,476.22	4,500.00	1,023.78	77.3
51-40-16 HEALTH INSURANCE	7,532.24	7,532.24	9,300.00	1,767.76	81.0
51-40-20 1/3 CASELLE FEE	916.60	916.60	1,100.00	183.40	83.3
51-40-22 BAD DEBT	(31.00)	(31.00)	300.00	331.00	(10.3)
51-40-25 BILLING EXPENSE	215.86	215.86	200.00	(15.86)	107.9
51-40-26 POSTAGE	993.89	993.89	1,400.00	406.11	71.0
51-40-35 CAPITAL EXPENDITURES	350.00	350.00	295,850.00	295,500.00	.1
51-40-37 DEPRECIATION	.00	.00	72,000.00	72,000.00	.0
51-40-40 AUDIT	2,160.00	2,160.00	2,200.00	40.00	98.2
51-40-41 PROFESSIONAL FEES	5,855.69	5,855.69	5,300.00	(555.69)	110.5
51-40-43 LEGAL	.00	.00	500.00	500.00	.0
51-40-46 DUES AND SUBSCRIPTIONS	.00	.00	900.00	900.00	.0
51-40-50 GAS, OIL, & VEHICLE REPAIR	2,287.00	2,287.00	1,900.00	(387.00)	120.4
51-40-51 LOGAN CITY WATER FEES	6,385.73	6,385.73	8,600.00	2,214.27	74.3
51-40-55 INSURANCE LIABILITY AND OTHER	5,022.32	5,022.32	7,100.00	2,077.68	70.7
51-40-60 PROLOG WATER SHARE ASSESSMEN	3,650.00	3,650.00	6,500.00	2,850.00	56.2
51-40-65 REPAIRS AND MAINTENANCE	20,144.07	20,144.07	18,000.00	(2,144.07)	111.9
51-40-66 MATERIALS AND SUPPLIES	727.65	727.65	3,200.00	2,472.35	22.7
51-40-70 TRAINING AND MEETINGS	425.20	425.20	1,000.00	574.80	42.5
51-40-75 GAS	2,162.62	2,162.62	3,300.00	1,137.38	65.5
51-40-77 ELECTRICITY	26,357.38	26,357.38	35,000.00	8,642.62	75.3
51-40-78 TELEPHONE	1,034.47	1,034.47	900.00	(134.47)	114.9
51-40-79 INTERNET	260.85	260.85	300.00	39.15	87.0
51-40-80 CHLORINE	3,113.50	3,113.50	4,000.00	886.50	77.8
51-40-86 FLOW METERS	.00	.00	2,000.00	2,000.00	.0
51-40-95 MISCELLANEOUS	.00	.00	150.00	150.00	.0
TOTAL WATER DEPARTMENT	138,144.80	138,144.80	544,200.00	406,055.20	25.4
TOTAL FUND EXPENDITURES	138,144.80	138,144.80	544,200.00	406,055.20	25.4
NET REVENUE OVER EXPENDITURES	253,876.31	253,876.31	(182,850.00)	(436,726.31)	138.8

RIVER HEIGHTS CITY
 BALANCE SHEET
 APRIL 30, 2020

SEWER FUND

ASSETS

52-1000	CASH IN COMBINED CASH FUND	960,652.63	
52-1510	ACCOUNTS RECEIVABLE - SEWER	6,485.74	
52-1910	SEWER SYSTEM	744,617.44	
52-1920	ACC DEPRECIATION - SEWER	(565,548.83)	
	TOTAL ASSETS		1,146,206.98

LIABILITIES AND EQUITY

LIABILITIES

52-2000	AP - SEWER	14,530.09	
	TOTAL LIABILITIES		14,530.09

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
52-2980	FUND BALANCE	1,058,040.69	
	REVENUE OVER EXPENDITURES - YTD	73,636.20	
	BALANCE - CURRENT DATE	1,131,676.89	
	TOTAL FUND EQUITY		1,131,676.89
	TOTAL LIABILITIES AND EQUITY		1,146,206.98

RIVER HEIGHTS CITY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER</u>					
52-36-10 CHARGES FOR SERVICES - SEWER	240,031.14	240,031.14	296,500.00	56,468.86	81.0
52-36-20 INTEREST EARNED - SEWER	9,825.71	9,825.71	13,000.00	3,174.29	75.6
52-36-25 SEWER ASSESSMENT & OTHER	1,200.00	1,200.00	2,300.00	1,100.00	52.2
52-36-30 IMPACT FEES - SEWER	1,559.00	1,559.00	1,000.00	(559.00)	155.9
TOTAL OTHER	252,615.85	252,615.85	312,800.00	60,184.15	80.8
TOTAL FUND REVENUE	252,615.85	252,615.85	312,800.00	60,184.15	80.8

RIVER HEIGHTS CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER DEPARTMENT</u>					
52-40-01 MAYOR AND COUNCIL	5,400.00	5,400.00	6,500.00	1,100.00	83.1
52-40-03 TREASURER	3,991.72	3,991.72	5,500.00	1,508.28	72.6
52-40-05 RECORDER	3,846.84	3,846.84	5,500.00	1,653.16	69.9
52-40-06 FINANCE DIRECTOR	1,980.00	1,980.00	2,200.00	220.00	90.0
52-40-10 SUPERVISOR - PUBLIC WORKS	5,687.81	5,687.81	7,100.00	1,412.19	80.1
52-40-11 PART TIME WAGES	730.07	730.07	1,100.00	369.93	66.4
52-40-12 MAINTENANCE ASSISTANT	5,316.21	5,316.21	6,600.00	1,283.79	80.6
52-40-15 PAYROLL TAXES	2,079.90	2,079.90	2,700.00	620.10	77.0
52-40-16 HEALTH INSURANCE	3,416.88	3,416.88	4,400.00	983.12	77.7
52-40-20 1/3 CASELLE FEE	916.50	916.50	1,100.00	183.50	83.3
52-40-22 BAD DEBT	.35	.35	100.00	99.65	.4
52-40-25 BILLING EXPENSE	215.83	215.83	200.00	(15.83)	107.9
52-40-26 POSTAGE	993.89	993.89	1,400.00	406.11	71.0
52-40-35 CAPITAL EXPENDITURES	.00	.00	80,850.00	80,850.00	.0
52-40-37 DEPRECIATION	.00	.00	23,000.00	23,000.00	.0
52-40-40 AUDIT	2,160.00	2,160.00	2,200.00	40.00	98.2
52-40-43 LEGAL	.00	.00	1,200.00	1,200.00	.0
52-40-45 PROFESSIONAL FEES	65.09	65.09	150.00	84.91	43.4
52-40-46 DUES AND SUBSCRIPTIONS	50.00	50.00	.00	(50.00)	.0
52-40-50 GAS, OIL & VEHICLE REPAIR	2,286.99	2,286.99	2,300.00	13.01	99.4
52-40-55 INSURANCE LIABILITY AND OTHER	5,286.67	5,286.67	7,100.00	1,813.33	74.5
52-40-65 REPAIRS AND MAINTENANCE	663.05	663.05	5,000.00	4,336.95	13.3
52-40-70 TRAINING AND MEETINGS	.00	.00	650.00	650.00	.0
52-40-75 GAS	511.81	511.81	600.00	88.19	85.3
52-40-77 ELECTRICITY	233.41	233.41	400.00	166.59	58.4
52-40-78 TELEPHONE	1,034.66	1,034.66	900.00	(134.66)	115.0
52-40-79 INTERNET	260.82	260.82	300.00	39.18	86.9
52-40-80 SEWER TREATMENT	131,802.09	131,802.09	163,800.00	31,997.91	80.5
52-40-85 SUPPLIES	.00	.00	500.00	500.00	.0
52-40-95 MISCELLANEOUS	49.06	49.06	150.00	100.94	32.7
TOTAL SEWER DEPARTMENT	178,979.65	178,979.65	333,500.00	154,520.35	53.7
TOTAL FUND EXPENDITURES	178,979.65	178,979.65	333,500.00	154,520.35	53.7
NET REVENUE OVER EXPENDITURES	73,636.20	73,636.20	(20,700.00)	(94,336.20)	355.7

May 5, 2020

Mayor Rasmussen,

Seeing that the 400 south sidewalk is on the agenda for tonight's meeting and that we are unable to make comments when the meeting is held, we would like you to consider the following to guide the discussion about the sidewalk. We have responded to your points below and do this on behalf of the following individuals

If at all possible, there are several of us that would like to be present tonight if that would be allowed.

Best,

Andy and Monica Thunell
Steve and Jami Thunell
David and Eryn Thunell
Tony and Mindy Fratto
Marjie Smith
Zeke and Lacy Susman
Matt and Alicia Warren
Garth and Carolyn Baker
Kevin and Aspen McEntire
Shelly Fuhriman
Eric Ashcroft
Drue and Kristin Scott

1-It is not required to contact citizens about work being done on city property and I apologize that K Scott did not contact you as intended. I feel that would have been a very helpful conversation to have.

We understand that it isn't required to contact citizens, however, there are some real concerns to address, and we feel that the acceptance of just curb and gutter along 400 south has been misrepresented. A city employee said that the majority of 400 south residents that will be losing sidewalk in front of their homes are okay with a curb and gutter. We were able to talk to every homeowner (except Steve Smith) on 400 south that is losing sidewalk, and this is not true. Not only did they not know, they were also concerned about safety.

2-I understand your concern with the sidewalk you have come to enjoy and I share with you the need to keep sidewalks prominent in our community. However, there are an equal number of citizens that raise concerns about installing sidewalks and taking away from the "country" atmosphere of the area. I can sympathize with both comments and I try to do the best for our citizens now, as well as looking into the future. I plan on doing what is best for the city on this project. Repairing the grade on this road is imperative to

avoid large costs in the future related to runoff and other problems that arise from improperly sloped roads. This is one of the reasons we are having to replace this road prematurely and I don't intend to make that mistake a second time. Our budget is already small and it is my job to make sure our funds are protected for future needs. Keeping a sidewalk as a tradeoff for a short life span on that road is not prudent in my opinion. Our first step is to make the grade right and to bring 400 south into compliance with "best practices" according to our city engineer and his expertise.

We understand that the road and the drainage is a high priority. All that we ask is that a sidewalk be added at a future date. It can be engineered to butt up to the curb as was done on the 600 east project on the east side of the street by Ryan's place park. We spoke to an official at the post office and he said that they would work with the city regarding the placement of mailboxes on the north side of the sidewalk.

3-I would highly suggest being a part of the budget discussions in the future. This 400 south road project has been discussed for at least the last two years and at some interval before that. During the budget hearings is the appropriate time to voice concerns and get the council tuned into your desires and issues. It is hard and sometimes very costly to reconsider a project this late in the game. In discussing this with the city attorney, we cannot back out of this contract and I don't intend to do so at this time.

We understand that the 400 south project was discussed in meetings over the last two years, but those discussions were intermittent. Additionally, when a city council member said that the residents losing sidewalk would be notified, we assumed that would be the case and that we would receive more details before the project took place. We knew that the city was considering all options, even adding a new sidewalk. Since a sidewalk was a possibility, we were waiting to hear about the final plans but never did.

4-Sidewalks will continue to be one of my priorities and I will fight with you to get a sidewalk in place when the time is right and the priorities in other areas are addressed. As this is planned to be a collector street, I am pushing to maintain a wide right of way so we can keep people safe in the future as traffic and development increases. Since we have a contiguous sidewalk on the south, this is sufficient at this time and is consistent with other streets in our city. It may not be ideal and people will have to plan their walking path, I don't feel this is an imminent danger situation.

We know that it's River Heights City's priority to have sidewalks and we want the council to consider several things. If you are pushing for a wide right of way, it is our understanding that 400 south will be narrower between 500 and 600 east with the given plans and added park strip on the south side of the road. With 400 south becoming a collector street, that will undoubtedly increase traffic on an already busy city street. For the safety of the citizens (especially young children that frequently use the sidewalk) we hope that the sidewalk will be added in the near future.



Sheila Lind <office@riverheights.org>

Public Comment 5/5/2020

2 messages

Tyson Glover <tyson.glover@aggiemail.usu.edu>

Tue, May 5, 2020 at 11:58 AM

To: office@riverheights.org

City Council,

I'd like to start my 6' fencing project for my house located at 402 S 970 E ASAP and would like to know if the City has made any decisions on the fence restriction. The faster I can get a fence up and let my kids roam freely around their back yard their better. Will the Council please take a minute to discuss any updates to this. Thank you,

Tyson Glover

Sheila Lind <office@riverheights.org>

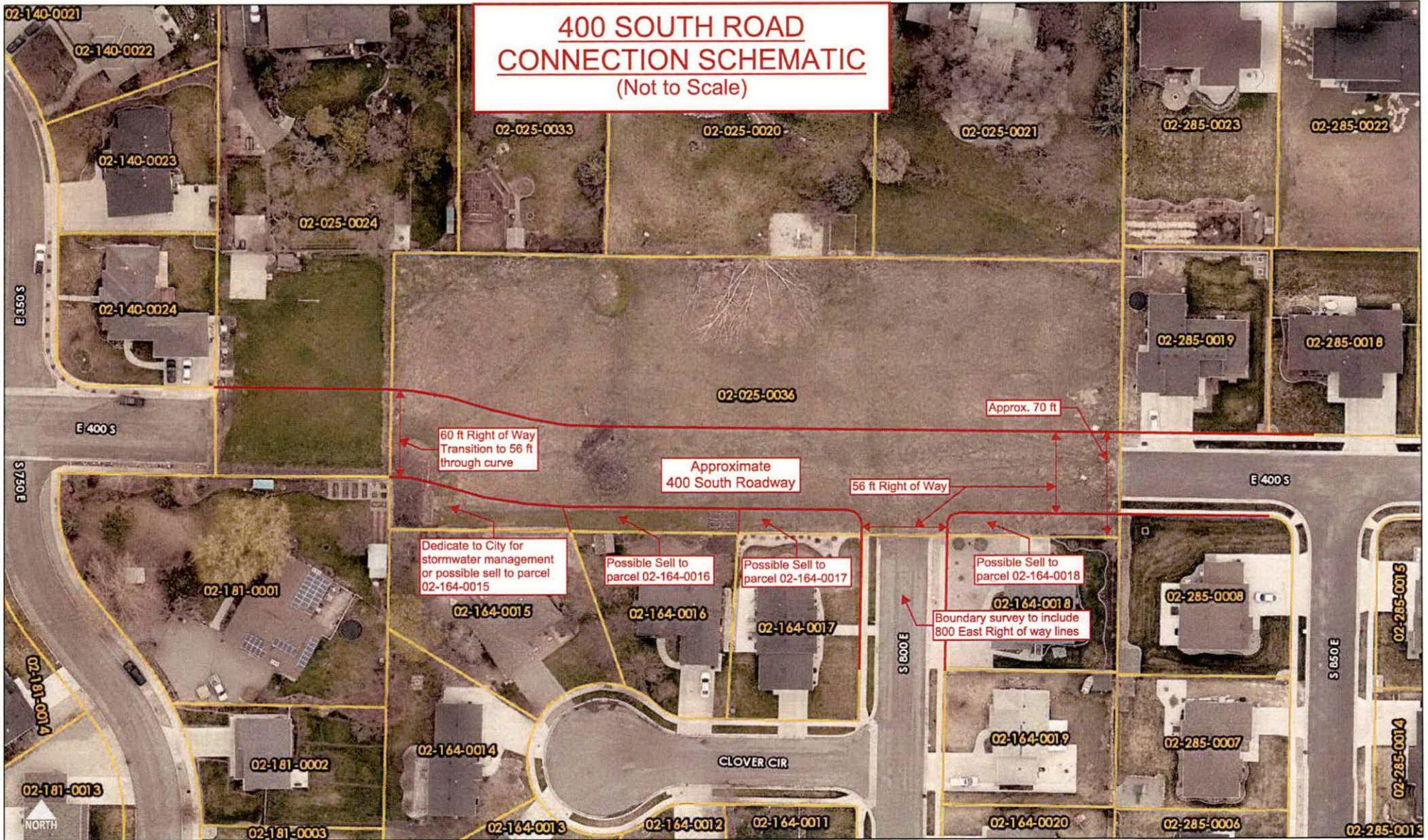
Tue, May 5, 2020 at 12:13 PM

To: Blake Wright <blakewright@riverheights.org>, Chris Milbank <chrismilbank@riverheights.org>, Doug Clausen <dougclausen@riverheights.org>, Elaine Thatcher <elainethatcher@riverheights.org>, Sharlie Gallup <sharliegallup@riverheights.org>, Todd Rasmussen <toddrasmussen@riverheights.org>

[Quoted text hidden]

—
Have a great day!Sheila Lind
435-752-2646

400 SOUTH ROAD CONNECTION SCHEMATIC (Not to Scale)



Date: 5/7/2020



CACHE COUNTY SHERIFF'S OFFICE

D. CHAD JENSEN, SHERIFF

Matt Bilodeau, Chief Deputy
Doyle Peck, Lieutenant
Mikelshan Bartsch, Lieutenant
Roy Hall, Lieutenant

EMPATHY FAIRNESS INTEGRITY PROFESSIONALISM RESPECT RESPONSIBILITY TRUSTWORTHINESS

Dear Mayor Rasmussen,

Attached to this letter is the 2020 Sheriff's Office Law Enforcement Contract. As we have discussed in the past, our biggest challenge at the office was deputy turnover. Previously we had between 12-18 deputies a year leave our office for other agencies. This was very expensive for us, but my bigger concern was, and still is, public safety and providing a high level of service to our communities.

Over the past three years, we have made great strides in the wages and a new pay structure and scale to follow. This has been very effective as we only lost six employees last year, and these were to retirements. With the pay structure and other programs, we have been able to fill our vacancies with the best cadets from the academy, and choose from a list of experienced Law Enforcement officers from across the state who have applied with our office.

As discussed in the past, I wanted to track the hours of service we provide in your community. We have refined the way we track our hours, redefined the Mayors Reports to give more specific data and inform our city leaders with all the information we have available. This chart shows the contracted hours and actual hours of service provided.

As we look forward to discussions for the 2020 Law Enforcement contracts, there will be a need to raise the number of contracted hours by 10%.

2016-2017		2017-2018		2018-2019		2019-Current		2019-2020
Hours Contracted	Hours Provided	New Hours Contracted						
211	858	211	940	211	751	211	344	232

In the 2020 contract we are asking for a 4.5% increase in the hourly rate. This will be a change from \$50.10 to \$52.35. This is an increase directly related to our current pay structure, and increase in equipment costs and training.

2019 contract	2020 contract
\$10,571.00	\$12,145.00

I look forward to meeting with you and your councils to discuss the Law Enforcement needs in your community.

Sincerely,

D. Chad Jensen, Sheriff

AN INTERLOCAL AGREEMENT BETWEEN
CACHE COUNTY
AND
RIVER HEIGHTS CITY
FOR
LAW ENFORCEMENT SERVICES

This AGREEMENT is made and entered into pursuant to Section 11-13-1, Utah Code Annotated, 1953, as amended, commonly referred to as the Interlocal Cooperation Act, by and between Cache County, a body corporate and politic of the State of Utah, hereinafter referred to as "COUNTY", and River Heights City, a municipal corporation of the State of Utah, hereinafter referred to as "CITY."

WITNESSETH:

WHEREAS, the CITY is desirous of contracting with the COUNTY for the performance of the hereinafter described law enforcement functions within its boundaries by the County of Cache through the Sheriff thereof; and

WHEREAS, the CITY and the COUNTY have determined that it is mutually advantageous to each party to enter into this Agreement; and

WHEREAS, it is anticipated that the services provided will be compensated by the CITY on a cost basis as hereinafter set forth and the respective entities have determined and agreed that the said amount is a reasonable, fair and adequate compensation for the providing of such services.

NOW, THEREFORE, in consideration of the promises and in compliance with and pursuant to the terms and provisions of the Inter-local Cooperation Act as herein above set forth, the parties hereby agree as follows:

1. The Cache County Sheriff's Office agrees to furnish all necessary law enforcement protection and to enforce State laws and City ordinances (animal control not included, except for emergencies) within the corporate limits of River Heights City, to the extent and in the manner hereinafter set forth.
2. The rendition of such services, the standards of performance, the discipline of deputies, and other matters incident to the performance of such services and the control of personnel

so employed shall remain in the COUNTY. In the event of a dispute between the parties as to the extent of duties and functions to be rendered hereunder, or the minimum level or manner of performance of such services, the determination thereof made by the Sheriff of the COUNTY shall be final and conclusive as between the parties hereto.

3. Without limiting, and in addition to any and all other legal and equitable remedies, the CITY'S Mayor and Council or other representatives, shall have an opportunity to meet and confer with the Sheriff and/or his designated contract representative to discuss any problems arising from its performance, the types of deputies who will be performing services under this Agreement, and the anticipated costs for renewing this contract for any successive period(s).
4. It is agreed that the Cache County Sheriff's Office will furnish all necessary law enforcement investigation, protection and service 24-hours per day to reasonably enforce all State laws, Federal statutes as far as they are applicable, and city ordinances as follows:
 - A. Municipal type police services provided under this Agreement include city ordinance enforcement (animal control not included, except for emergencies), traffic enforcement, routine patrol and minor crime investigation, responding to calls for service, community policing activities, policing public parades and other special public events.
 - B. It is agreed that the Sheriff's Office shall continue to provide to the CITY as a basic level of county-wide service the following: Investigation Division support (major crime investigation), NOVA program, School Resource program, Reserve Deputy Sheriff Corp support, Civil Division support (civil and criminal process), emergency management, search and rescue functions, and Drug Task Force participation.
 - C. It is agreed that the cost per hour for municipal type law enforcement services shall be determined by the Sheriff and the number of hours of service shall be determined by the CITY. The costs and hours of service are detailed in Exhibit A attached.
 - D. The CITY will insure that all monies allocated to the CITY by the State's Liquor Control Act grant will be forwarded to the COUNTY to be expended on liquor law enforcement activities exclusively within the CITY.

- E. It is agreed that the equipment furnished by the CITY is and shall remain the property of the CITY. If said property is a patrol vehicle it shall be maintained, fueled, and insured by the COUNTY during the period of this Agreement.
 - F. The COUNTY will maintain, at the minimum, the following records and provide monthly reports of those records to the CITY pursuant to this agreement:
 - i. The number and type of calls for services (incidents), and
 - ii. The number and type of citations, and
 - iii. The number and type of warnings, and
 - iv. The numbers of hours of service provided.
5. For the purpose of performing the services provided herein, the COUNTY shall furnish all necessary labor, administration, equipment, uniforms, insignia, firearms and other equipment necessary and incident to a modern law enforcement agency.
6. It is agreed that in all instances where special supplies, stationary, notices, forms, and the like must be issued in the name of the CITY, the same shall be supplied by the CITY at its own expense.
7. For the purpose of performing the services and functions pursuant to this agreement;
- A. For the purpose of giving official status to the performance thereof, every COUNTY sheriff's deputy and employee engaged in performing any such service and function shall be deemed to be officer or employee of the CITY. For purposes of liability, COUNTY deputies or employees shall not be deemed to be CITY officers or employees and the COUNTY shall be completely responsible for them as provided in paragraphs 8 through 11.
 - B. All sheriff's deputies and employees employed by the COUNTY to perform duties under the terms of this Agreement shall be COUNTY employees, and shall have no right to any CITY pension, civil service, or any other CITY benefits for services provided hereunder.
 - C. The sheriff's deputies and employees to be provided under the terms of this Agreement shall be appointed by the Cache County Sheriff's Office under its normal rules and practices of selection and hiring.
8. Subject to the provisions and limitations of the Governmental Immunity Act of Utah, the CITY shall be responsible for all damages to persons or property that occurs as a result of

the negligence or fault of the CITY in connection with the performance of this Agreement. The CITY shall indemnify and save the COUNTY free and harmless from all claims that arise as a result of the negligence or wrongful acts of the CITY, its officers, agents or employees.

9. Subject to the provisions and limitations of the Governmental Immunity Act of Utah, the COUNTY shall be responsible for all damages to persons or property that occurs as a result of the negligence or fault of the COUNTY in connection with the performance of this Agreement. The COUNTY shall indemnify and save the CITY free and harmless from all claims that arise as a result of the negligence or wrongful acts of the COUNTY, its officers, agents, and employees.
10. Except as herein otherwise specified, the CITY shall not be liable for any worker's compensation claim to any COUNTY employee for injury or sickness arising out of his or her employment, and the COUNTY hereby agrees to hold harmless the CITY against any such claim.
11. Unless sooner terminated as provided for herein, this Agreement shall be effective July 1, 2020 and shall run for a one year period. With the consent of the River Heights City Council, this Agreement may be renewable for successive one year periods. The Sheriff shall be the administrator of this Agreement.

In the event the CITY desires to renew this Agreement for any succeeding one year period, the CITY Council, not later than May 1st next preceding the expiration date of this Agreement, shall notify the Sheriff that it wishes to renew the same, whereupon the Sheriff, not later than May 15th, may notify said CITY Council of his or her determination concerning such renewal together with any readjusted rates as provided in paragraph 14 below, otherwise, such agreement shall finally terminate at the end of such one year period. Notwithstanding the provision of this paragraph hereinbefore set forth, either party may terminate this Agreement at any time by giving 60 days prior written notice to the other party.
12. The CITY agrees to pay the amount set forth in Exhibit A, which is attached hereto and incorporated herein by reference, for the services provided pursuant to this Agreement. The rates in Exhibit A may be readjusted to be effective July 1st of each year, if this agreement is renewed, to reflect the cost of such service as determined by the Sheriff.

13. The CITY agrees to remit the contract amount to the Cache County Executive, 199 North Main Street, Logan, Utah 84321 on or before December 31, 2020. If such payment is not remitted to the County Executive Office when due, the COUNTY is entitled to recover interest thereon at the rate of 1 per cent per calendar month in which the services were rendered.

IN WITNESS WHEREOF, the City of River Heights, by approval of the River Heights City Council, caused this Agreement to be signed by its Mayor and attested by its Clerk, and the County of Cache, has caused this Agreement to be signed by the County Executive and Attested by its Clerk and Keeper of the County Seal, all on the day and year appearing below their respective signatures.

Cache County
Approved as to form and as
Compatible with State law:

Legal Counsel

Craig Buttars, County Executive

ATTEST: (seal)

Clerk

CITY OF River Heights
Approved as to form and as
Compatible with State law:

Legal Counsel



Mayor

ATTEST: (seal)

Clerk

EXHIBIT A

This exhibit details the hours contracted for, the cost of those hours, and when they will be delivered. The time frame of the contract will be from July 1, 2020 through June 30, 2021. The cost to furnish a full-time deputy sheriff equipped to perform law enforcement patrol services to CITY is \$52.35 per hour. State Liquor Control Funds will be expended at \$52.35 per hour.

CATEGORY	AMOUNT	HOURS OF SERVICE
Contract Funds	\$12,145.00	232
TOTAL	\$12,145.00	

State Liquor Funds can be paid to the COUNTY as the CITY receives them. The CITY agrees to meet or exceed the level of State Liquor Funds identified above.

The COUNTY will supply, at the direction of the Sheriff, additional patrol coverage as available to the CITY.

The CITY shall be charged for only one deputy when that deputy has an additional deputy in training working with them. Reserve deputies while performing their volunteer function will not charge their time to the CITY.



CACHE COUNTY SHERIFF'S OFFICE

D. CHAD JENSEN, SHERIFF

Matt Bilodeau, Chief Deputy
Doyle Peck, Lieutenant
Mikelshani Bartschi, Lieutenant
Roy Hall, Lieutenant

EMPATHY FAIRNESS INTEGRITY PROFESSIONALISM RESPECT RESPONSIBILITY TRUSTWORTHINESS

February 19, 2020

Dear Mayor Rasmussen,

Attached to this letter is the 2020 Sheriff's Office Animal Control Contract. There will be no change in the cost of providing this service to your community.

2019 contract	2020 contract
\$6,144.00	\$6,144.00

I look forward to meeting with you and your councils to discuss the Animal Control needs in your community.

Sincerely,

D. Chad Jensen, Sheriff

AN INTERLOCAL AGREEMENT BETWEEN
CACHE COUNTY
AND
RIVER HEIGHTS CITY
FOR
ANIMAL CONTROL SERVICES

This AGREEMENT is made and entered into pursuant to Section 11-13-1, Utah Code Annotated, 1953, as amended, commonly referred to as the Interlocal Cooperation Act, by and between Cache County, a body corporate and politic of the State of Utah, hereinafter referred to as "COUNTY", and River Heights City, a municipal corporation of the State of Utah, hereinafter referred to as "CITY."

WITNESSETH:

WHEREAS, the CITY is desirous of contracting with the COUNTY for the performance of the hereinafter described animal control functions within its boundaries by the County of Cache through the Sheriff thereof; and

WHEREAS, the CITY and the COUNTY have determined that it is mutually advantageous to each party to enter into this Agreement; and

WHEREAS, it is anticipated that the services provided will be compensated by the CITY on a cost basis as hereinafter set forth and the respective entities have determined and agreed that the said amount is a reasonable, fair and adequate compensation for the providing of such services.

NOW, THEREFORE, in consideration of the promises and in compliance with and pursuant to the terms and provisions of the Interlocal Cooperation Act as herein above set forth, the parties hereby agree as follows:

1. The Cache County Sheriff's Office agrees to furnish all necessary animal control and to enforce State laws and City ordinances within the corporate limits of River Heights City, to the extent and in the manner hereinafter set forth.
2. The rendition of such services, the standards of performance, the discipline of deputies, and other matters incident to the performance of such services and the control of personnel so employed shall remain in the COUNTY. In the event of a dispute between the parties as to the extent of duties and functions to be rendered hereunder, or the minimum level or

manner of performance of such services, the determination thereof made by the Sheriff of the COUNTY shall be final and conclusive as between the parties hereto.

3. Without limiting, and in addition to any and all other legal and equitable remedies, the CITY'S Mayor and Council or other representatives, shall have an opportunity to meet and confer with the Sheriff and/or his designated contract representative to discuss any problems arising from its performance, the types of employees who will be performing services under this Agreement, and the anticipated costs for renewing this contract for any successive period(s).
4. It is agreed that the Cache County Sheriff's Office will furnish all animal control services which fall under regular business hours from 8:00 am to 6:00 pm, Monday thru Friday, and all *emergency* animal control services 24-hours per day, to reasonably enforce all state laws, federal statutes as far as they are applicable, and city ordinances as follows:
 - A. Investigate complaints from the public regarding animal bites, nuisance, stray, uncontrolled, dangerous, wild, or diseased *domestic* animals. *Emergency animal control services will include the following: vicious animals, animal bites and traffic hazards involving domestic animals or livestock.*
 - B. Patrol assigned areas, respond to calls for service, and issue citations for violations of animal regulations, ordinances, or laws.
 - C. Impound stray, vicious, or diseased *domestic* animals or *livestock* according to city or state regulations, ordinance, or laws.
 - D. It is agreed that the cost per hour for animal control services shall be determined by the Sheriff and the number of hours of service shall be determined by the CITY. The costs and hours of service are detailed in Exhibit A attached.
 - E. It is agreed that the equipment furnished by the CITY is and shall remain the property of the CITY. If said property is a vehicle it shall be maintained, fueled, and insured by the COUNTY during the period of this Agreement.
5. For the purpose of performing the services provided herein, the COUNTY shall furnish all necessary labor, administration, equipment, uniforms, insignia, and other equipment necessary and incident to full fill animal control function.

6. It is agreed that in all instances where special supplies, stationary, notices, forms, and the like must be issued in the name of the CITY, the same shall be supplied by the CITY at its own expense.
7. For the purpose of performing the services and functions pursuant to this agreement;
 - A. For the purpose of giving official status to the performance thereof, every COUNTY sheriff's deputy and employee engaged in performing any such service and function shall be deemed to be officer or employee of the CITY. For purposes of liability, COUNTY deputies or employees shall not be deemed to be CITY officers or employees and the COUNTY shall be completely responsible for them as provided in paragraphs 8 through 11.
 - B. All sheriff's deputies and employees employed by the COUNTY to perform duties under the terms of this Agreement shall be COUNTY employees, and shall have no right to any CITY pension, civil service, or any other CITY benefits for services provided hereunder.
 - C. The sheriff's deputies and employees to be provided under the terms of this Agreement shall be appointed by the Cache County Sheriff's Office under its normal rules and practices of selection and hiring.
8. Subject to the provisions and limitations of the Governmental Immunity Act of Utah, the CITY shall be responsible for all damages to persons or property that occurs as a result of the negligence or fault of the CITY in connection with the performance of this Agreement. The CITY shall indemnify and save the COUNTY free and harmless from all claims that arise as a result of the negligence or wrongful acts of the CITY, its officers, agents or employees.
9. The CITY shall be responsible and indemnify COUNTY for any costs associated with the housing of impounded animals or any other costs associated with the Animal Welfare Act of Utah.
10. Subject to the provisions and limitations of the Governmental Immunity Act of Utah, the COUNTY shall be responsible for all damages to persons or property that occurs as a result of the negligence or fault of the COUNTY in connection with the performance of this Agreement. The COUNTY shall indemnify and save the CITY free and harmless from all

claims that arise as a result of the negligence or wrongful acts of the COUNTY, its officers, agents, and employees.

11. Except as herein otherwise specified, the CITY shall not be liable for any workers' compensation claim to any COUNTY employee for injury or sickness arising out of his or her employment, and the COUNTY hereby agrees to hold harmless the CITY against any such claim.

12. Unless sooner terminated as provided for herein, this Agreement shall be effective July 1, 2020 and shall run for a one-year period. With the consent of the River Heights City Council, this Agreement may be renewable for successive one year periods. The Sheriff shall be the administrator of this Agreement.

In the event the CITY desires to renew this Agreement for any succeeding one year period, the CITY Council, not later than May 1st next preceding the expiration date of this Agreement, shall notify the Sheriff that it wishes to renew the same, whereupon the Sheriff, not later than May 15th, may notify said CITY Council of its determination concerning such renewal together with any readjusted rates as provided in paragraph 14 below, otherwise, such agreement shall finally terminate at the end of such one year period. Notwithstanding the provision of this paragraph hereinbefore set forth, either party may terminate this Agreement at any time by giving 60 days prior written notice to the other party.

13. The CITY agrees to pay the amount set forth in Exhibit A, which is attached hereto and incorporated herein by reference, for the services provided pursuant to this Agreement. The rates in Exhibit A may be readjusted to be effective July 1st of each year, if this agreement is renewed, to reflect the cost of such service as determined by the Sheriff.

14. The CITY agrees to remit the contract amount to the Cache County Executive, 199 North Main Street, Logan, Utah 84321 on or before December 31, 2020. If such payment is not remitted to the County Executive's Office when due, the COUNTY is entitled to recover interest thereon at the rate of 1 per cent per calendar month in which the services were rendered.

IN WITNESS WHEREOF, the City of River Heights, by approval of the River Heights City Council, caused this Agreement to be signed by its Mayor and attested by its Clerk, and the County of Cache has caused this Agreement to be signed by the County Executive and Attested by its Clerk and Keeper of the County Seal, all on the day and year appearing below their respective signatures.

Cache County

Approved as to form and as
Compatible with State law:

Legal Counsel

Craig Buttars, County Executive

ATTEST: (seal)

Clerk

CITY OF River Heights

Approved as to form and as
Compatible with State law:

Legal Counsel



Mayor

ATTEST: (seal)

City Recorder

EXHIBIT A

This exhibit details the hours contracted for, the cost of those hours, and when they will be delivered. The time frame of the contract will be from July 1, 2020 through June 30, 2021. The cost to furnish animal control services to River Heights City is \$32.00 per hour.

CATEGORY	AMOUNT	HOURS OF SERVICE
Contract Funds	\$6,144.00	192
TOTAL	\$6,144.00	



Sheila Lind <office@riverheights.org>

Jog concerns

2 messages

Sheila Lind <office@riverheights.org>

Mon, May 4, 2020 at 3:21 PM

To: Sharlie Gallup <sharlie.gallup@gmail.com>

Cc: Todd Rasmussen <toddrasmussen@riverheights.org>, Clayton <cnelson@riverheights.org>

Hi Sharlie,

Since you are over animal control, I am expressing to you the concerns that have come up with our animal control officers. I was going to send them an email, but thought it should probably come from the mayor or a council person.

No dogs are allowed in the parks. The officers (Floyd Powell and Michelle Aguilar) are very much aware of this because I've asked them numerous times to give citations to those who bring their dogs to the parks. Clayton reports there is a ton of dog feces in the park right now. The officers have been seen parked near the park, as residents pass in front of them to take their dogs to the park and the officers stay in their vehicle. (They can use our wifi when they are near the city block.)

Diane Peterson lets her dog out and it runs to the park every time to do its business. Marjie Smith takes her dog to the park every day and walks it around. This has been going on for years and to my knowledge, neither have ever been cited.

We have asked them NOT to park in a visible spot and have suggested they park back by the shop, so they can walk out into the park and catch people with their dogs, which they haven't done.

I see on the sheriff's report that the animal control officers go out on calls, but I don't ever hear of them citing people for not registering their dogs.

I really like Floyd and Michelle, but it's getting frustrating. We pay them over \$6,000/year to take care of our dog issues. And, it seems pointless to have something in our code which we aren't going to enforce.

Could we discuss how best to handle this?

—

Have a great day!

Sheila Lind
435-752-2646**Todd Rasmussen** <toddrasmussen@riverheights.org>

Mon, May 4, 2020 at 3:32 PM

To: Sheila Lind <office@riverheights.org>

Cc: Sharlie Gallup <sharlie.gallup@gmail.com>, Clayton <cnelson@riverheights.org>

It would be a great time to voice our frustration and expectation with the Sheriff tomorrow night. A follow up email to the animal control people and Sheriff would also be a good idea.

Sharlie, let me know if you need anything from me.

Todd

[Quoted text hidden]

—

Todd Rasmussen
Mayor, River Heights

**River Heights City
Capital Budget
Fiscal Year 2019-20**

	Parks	Roads	Water	Sewer
400 South Improvements		500,000.00		
600 South Repairs		70,000.00		
Public Works Shop			65,000.00	65,000.00
Well Engineering			15,000.00	
New Truck			15,850.00	15,850.00
Saddle Rock Park	10,000.00			
Stewart Hill Park	60,000.00			
Stewart Hill Park Right of Way	10,000.00			
Mower	5,400.00			
Upgrade Lower Well	-	-	200,000.00	-
	<u>85,400.00</u>	<u>570,000.00</u>	<u>295,850.00</u>	<u>80,850.00</u>



April 7, 2020

Cindy Schaub
Planning Commission Chair
River Heights City
420 South 500 East
River Heights City, Utah 84321

RE: JP Subdivision – Engineering Review

Dear Ms. Schaub,

I have completed an initial review of the JP Minor Subdivision located at approximately 800 South and 600 East in River Heights. This development consists of three lots with two lots fronting 800 South Street and one lot fronting 600 East. Water and sewer utility services are available to the lots with water service from the street fronting the respective lots. Sanitary sewer will be provided from the 800 South main line with an eight-inch main extending south from 800 South to the south side of the proposed Lot 3.

An engineering review of the subdivision plat submitted to the City has been completed. Comments are noted on the attached plat in red. Additionally, comments are summarized herein.

1. Given the extent of improvements required for the sewer line, it is recommended that construction drawings separate from the plat be provided for review. Construction drawings should follow the development standards of the City and specify utility service requirements, sewer mainline alignment, and provide complete details for installation of the utilities and repair of impacted features.
2. The plat references Survey Note 2, which is not found on the plat. Please provide or clarify the reference.
3. There are a number of additional plat requirements that are required per City ordinance as noted on the markup plan, including but not limited to subdivider/developer name and contact information and dedication of public improvements, statement that costs and expenses to be paid for by the developer (except as noted in an approved Development Agreement – see comment no. 4.), and additional signature lines for acceptance of the plat.
4. It is my understanding that the City has agreed to participate in the cost of part of the sewer line to extend the proposed line approximately 65 feet further south than as required for the subdivision to accommodate potential connection of the property south of the proposed development. If the City is participating in this expense, then a Development Agreement indicating the extent and conditions required for City participation must be prepared and approved by the City prior to City acceptance and filing of the plat.
5. If the property east of the Church of Jesus Christ of Latter-Day Saints develops in River Heights, a likely way to sewer the property would be to extend the sewer from the JP Minor Subdivision easterly along the north side of Lot 3. This would provide a direct connection across 600 East to the south entry of the church parking lot. This route would be more direct and less costly/disruptive than connecting to the existing sewer at the intersection of 800 South and 600

East. The Planning Commission and City Council should discuss the probability of this property developing in River Heights, and determine if the City should or is in a position to install this section of pipe (approximately 175 feet). Costs would be recovered from the developer of the property east of the church if that happens in River Heights in the future.

6. As noted on the markup plat, and as required by City Ordinance for minor subdivisions, the City Engineer recognizes that this development will have minimal impact to the storm water management and systems in this area. No project specific extensions or additions to the storm water system are anticipated. Additionally, existing roads service the proposed lots, other than repair and reconstruction required for utility installation, roadway improvements are not required.
7. The City Engineer approves the existing fire protection, pending acceptance of the fire marshal. It should be noted that as a future public works project the water main line along 600 East will be replaced (specific date to be determined). At that time a larger water main line will be extended south along 600 East for placement of a fire hydrant closer to the proposed Lot 3. At present, the closest hydrant is located at the 800 South and 600 East intersection.

It is a privilege working with River Heights City in providing engineering services for the review of the JP Minor Subdivision. At the Planning Commission's discretion, as per Ordinance 11-4A-3. D. the plat can be conditionally approved based on engineering comments and markups provided herein, disapproved (if the Planning Commission finds the plat to be in conflict with City Ordinance or otherwise prohibited), or modified within allowances of the Ordinance.

Please let me know if you have questions related to the engineering review for this minor subdivision.

Respectfully,



Craig L. Rasmussen, S.E.
Contract City Engineer

CC: Todd Rasmussen, Mayor
Clayten Nelson, River Heights City Public Works

*Municipal Wastewater Planning Program (MWPP)
Annual Report
for the year ending 2019
RIVER HEIGHTS CITY*

Thank you for filling out the requested information. Please let DWQ know when it is approved by the Council.

Please download a copy of your form by clicking "Download PDF" below.

Below is a summary of your responses

[Download PDF](#)

SUBMIT BY APRIL 15, 2020

Are you the person responsible for completing this report for your organization?

Yes

No

This is the current information recorded for your facility:

Facility Name:	RIVER HEIGHTS CITY
Contact - First Name:	Clayten
Contact - Last Name:	Nelson
Contact - Title	Public Works Director

Contact - Phone:	435-752-2646 x 2
Contact - Email:	cnelson@riverheights.org

Is this information above complete and correct?

Yes

No

Your wastewater system is described as Collection & Financial:

Classification: COLLECTION

Grade: I

(if applicable)

Classification: -

Grade: -

Is this correct?

WARNING: If you select 'no', you will no longer have access to this form upon clicking Save & Continue. DWQ will update the information and contact you again.

Yes

No

Click on a link below to view examples of sections in the survey:
(Your wastewater system is described as Collection & Financial)

[MWPP Collection System.pdf](#)

[MWPP Discharging Lagoon.pdf](#)

[MWPP Financial Evaluation.pdf](#)

[MWPP Mechanical Plant.pdf](#)

[MWPP Non-Discharging Lagoon.pdf](#)

Will multiple people be required to fill out this form?

Yes

No

Financial Evaluation Section

Form completed by:

Clayten Nelson

Part I: GENERAL QUESTIONS

	Yes	No
Are sewer revenues maintained in a dedicated purpose enterprise/district account?	<input checked="" type="radio"/>	<input type="radio"/>

	Yes	No
Are you collecting 95% or more of your anticipated sewer revenue?	<input checked="" type="radio"/>	<input type="radio"/>

Are Debt Service Reserve Fund ⁶ requirements being met?	<input checked="" type="radio"/>	<input type="radio"/>
--	----------------------------------	-----------------------

What was the User Charge¹⁶ for 2019?

38.10

Do you have a water and/or sewer customer assistance program * (CAP)?

Yes

No

Part II: OPERATING REVENUES AND RESERVES

	Yes	No
Are property taxes or other assessments applied to the sewer systems ¹⁵ ?	<input type="radio"/>	<input checked="" type="radio"/>

	Yes	No
Are sewer revenues ¹⁴ sufficient to cover operations & maintenance costs ⁹ , and repair & replacement costs ¹² (OM&R) at this time?	<input checked="" type="radio"/>	<input type="radio"/>

Are projected sewer revenues sufficient to cover OM&R costs for the <i>next five years</i> ?	<input checked="" type="radio"/>	<input type="radio"/>
--	----------------------------------	-----------------------

Does the sewer system have sufficient staff to provide proper OM&R?	<input checked="" type="radio"/>	<input type="radio"/>
---	----------------------------------	-----------------------

Has a repair and replacement sinking fund ¹³ been established for the sewer system?	<input type="radio"/>	<input checked="" type="radio"/>
--	-----------------------	----------------------------------

Is the repair & replacement sinking fund sufficient to meet anticipated needs?	<input type="radio"/>	<input checked="" type="radio"/>
--	-----------------------	----------------------------------

Part III: CAPITAL IMPROVEMENTS REVENUES AND RESERVES

	Yes	No
Are sewer revenues sufficient to cover all costs of current capital improvements ³ projects?	<input checked="" type="radio"/>	<input type="radio"/>

Has a Capital Improvements Reserve Fund⁴

been established to provide for anticipated capital improvement projects?

Are projected Capital Improvements Reserve Funds sufficient for the *next five years*?

Are projected Capital Improvements Reserve Funds sufficient for the *next ten years*?

Are projected Capital Improvements Reserve Funds sufficient for the *next twenty years*?

Part IV: FISCAL SUSTAINABILITY REVIEW

Yes

No

Have you completed a Rate Study¹¹ within the last five years?

Do you charge Impact fees⁸?

2019 Impact Fee =

1559

Yes

No

Have you completed an Impact Fee Study in accordance with UCA 11-36a-3 within the last five years?

Do you maintain a Plan of Operations¹⁰?

Have you updated your Capital Facility Plan² within the last five years?

In what year was the Capital Facility Plan last updated?

unknown

Yes

No

Do you use an Asset Management¹ system for your sewer systems?

Yes

No

Do you know the total replacement cost of your sewer system capital assets?

Yes

No

Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?

What is the sewer/treatment system annual asset renewal* cost as a percentage of its total replacement cost?

What is the sewer/treatment system annual asset renewal* cost as a percentage of its total replacement cost?

0

PART V. PROJECTED CAPITAL INVESTMENT COSTS

Cost of projected capital improvements

	Cost Please enter a valid numerical value	Purpose of Improvements		
		Replace/Restore	New Technology	Increase Capacity
2020	120000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2020 thru 2024	80000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2025 thru 2029	80000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2030 thru 2034	80000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2035 thru 2039	80000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This is the end of the Financial questions

To the best of my knowledge, the Financial section is completed and accurate.

Yes

Collections System Section

Form completed by:

May Receive Continuing Education /units (CEUs)

Clayten Nelson

Part I: SYSTEM DESCRIPTION

What is the largest diameter pipe in the collection system (diameter in

What is the largest diameter pipe in the collection system (diameter in inches)?

15

What is the average depth of the collection system (in feet)?

11

What is the total length of sewer pipe in the system (length in miles)?

8.1

How many lift/pump stations are in the collection system?

0

What is the largest capacity lift/pump station in the collection system (design capacity in gallons per minute)?

NA

Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more?

Yes

No

What year was your collection system first constructed (approximately)?

1978

In what year was the largest diameter sewer pipe in the collection system

constructed, replaced or renewed? (If more than one, cite the oldest)

1978

PART II: DISCHARGES

How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?

0

How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)?

0

The Utah Sewer Management Program defines two classes of sanitary sewer overflows (SSOs):

Class 1- a Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that:

- (a) affects more than five private structures;*
- (b) affects one or more public, commercial or industrial structure(s);*
- (c) may result in a public health risk to the general public;*
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or*
- (e) discharges to Waters of the state.*

Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.

Below include the number of SSOs that occurred in year: 2019

Number

Number of Class 1 SSOs in Calendar
year

Number of Class 2 SSOs in Calendar
year

Please indicate what caused the SSO(s) in the previous question.

Please specify whether the SSOs were caused by contract or tributary
community, etc.

Part III: NEW DEVELOPMENT

Did an industry or other development enter the community or expand
production in the past two years, such that flow or wastewater loadings to
the sewerage system increased by 10% or more?

Yes

No

Are new developments (industrial, commercial, or residential) anticipated
in the next 2 - 3 years that will increase flow or BOD5 loadings to the
sewerage system by 25% or more?

Yes

No

Number of new commercial/industrial connections in the last year

0

Number of new residential sewer connections added in the last year

2

Equivalent residential connections⁷ served

647

Part IV: OPERATOR CERTIFICATION

How many collection system operators do you employ?

2

Approximate population served

2190

State of Utah Administrative Rules requires all public system operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at least at the Facility's Grade.

List the designated Chief Operator/DRC for the Collection System below:

	Name First and Last Name	Grade	Email Please enter full email address
Chief Operator/DRC	Clayten Nelson	II 	cnelson@riverheights.org

List all other Collection System operators with DRC responsibilities in the field, by certification grade, separate names by commas:

	Name separate by comma
SLS ¹⁷ Grade I:	
Collection Grade I:	
Collection Grade II:	
Collection Grade III:	
Collection Grade IV:	

List all other Collection System operators by certification grade, separate names by commas:

	Name separate by comma
SLS ¹⁷ Grade I:	
Collection Grade I:	Cameron Reed
Collection Grade II:	
Collection Grade III:	
Collection Grade IV:	
No Current Collection Certification:	

Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

- Yes
 No

PART V. FACILITY MAINTENANCE

- | | Yes | No |
|---|----------------------------------|----------------------------------|
| Have you implemented a preventative maintenance program for your collection system? | <input checked="" type="radio"/> | <input type="radio"/> |
| Have you updated the collection system operations and maintenance manual within the past 5 years? | <input checked="" type="radio"/> | <input type="radio"/> |
| Do you have a written emergency response plan for sewer systems? | <input checked="" type="radio"/> | <input type="radio"/> |
| Do you have a written safety plan for sewer systems? | <input checked="" type="radio"/> | <input type="radio"/> |
| Is the entire collections system TV inspected at least every 5 years? | <input checked="" type="radio"/> | <input type="radio"/> |
| Is at least 85% of the collections system mapped in GIS? | <input type="radio"/> | <input checked="" type="radio"/> |

Part VI: SSMP EVALUATION

- | | Yes | No |
|---|----------------------------------|----------------------------------|
| Has your system completed a Sewer System Management Plan (SSMP)? | <input checked="" type="radio"/> | <input type="radio"/> |
| Has the SSMP been adopted by the permittee's governing body at a public meeting? | <input checked="" type="radio"/> | <input type="radio"/> |
| Has the completed SSMP been public noticed? | <input checked="" type="radio"/> | <input type="radio"/> |
| During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan? | <input type="radio"/> | <input checked="" type="radio"/> |

02/24/2016

During 2019, was any part of the SSMP audited as part of the five year audit?

- Yes
- No

Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Program?

- Yes
- No

Part VII: NARRATIVE EVALUATION

This section should be completed with the system operators.

Describe the physical condition of the sewerage system: (lift stations, etc. included)

Good-Excellent

What sewerage system capital improvements³ does the utility need to implement in the next 10 years?

New building to house O&M equipment

What sewerage system problems, other than plugging, have you had over the last year?

None

Is your utility currently preparing or updating its capital facilities plan²?

Yes

No

Does the municipality/district pay for the continuing education expenses of operators?

100% Covered

Partially cover

Does not pay

Is there a written policy regarding continuing education and training for wastewater operators?

Yes

No

Any additional comments?

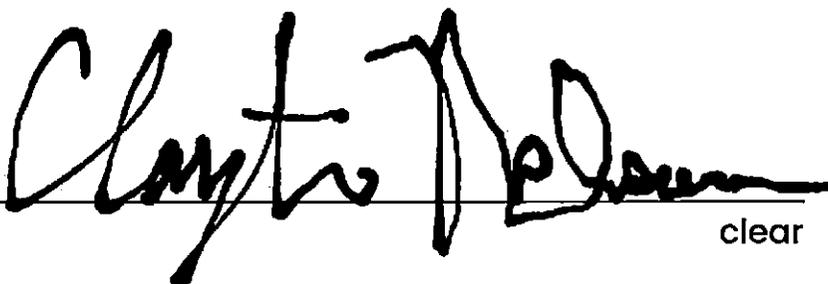
This is the end of the Collections System questions

To the best of my knowledge, the Collections System section is completed and accurate.

Yes

I have reviewed this report and to the best of my knowledge the

Information provided in this report is correct.



Has this been adopted by the council? If no, what date will it be presented to the council?

Yes

No

What date will it be presented to the council?

Date format ex. mm/dd/yyyy

04/21/2020

Please log in.

Email

cnelson@riverheights.org

PIN

....

NOTE: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of that assistance. Please answer questions as accurately as possible to give

you the best evaluation of your facility. If you need assistance, please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our [Frequently Asked Questions](#) page.

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Sheila Lind <office@riverheights.org>

Sewer Rates

1 message

Doug Clausen <dougclausen@riverheights.org>

Mon, May 4, 2020 at 4:37 PM

To: Todd Rasmussen <toddrasmussen@riverheights.org>, Clifford Grover <cliffordgrover@riverheights.org>, Wendy Wilker <wwilker@riverheights.org>, Blake Wright <blakewright@riverheights.org>, Elaine Thatcher <elainethatcher@riverheights.org>, Clayton Nelson <cnelson@riverheights.org>, Chris Milbank <chris.milbank@gmail.com>, Sharlie Gallup <sharlie.gallup@gmail.com>, Sheila Lind <office@riverheights.org>, Doug Clausen <douglasclausen@yahoo.com>

Sewer Rates:**Assumptions:**

- A. We will be close to breakeven on this years budget
- B. 650 households
- C. 10% (about \$4.00) covers next fiscal year raise from Logan City
- D. 1/3 maintenance is about \$13,000 per year
- E. My goal is have enough to build a reserve to cover 1/3 maintenance per year starting in 3 years after a one time whole sewer clean , inspect, repair.
- F. The one time repair is a wild guess. More than likely in 3 years we will need repairs above the \$13,000.

Options :

- A. Raise rates to \$46.00 (\$4.00 above the 10%)
Generates \$31,000 per year or \$94,000 in 3 years. Pays back the \$60,000 and leaves \$34,000 to cover most of the following 3 years sewer maintenance. Could also watch it and forego next year's 10% raise from Logan.
- B. Raise rates to \$45.00 (\$3.00 more)
Generates \$23,000 per year or \$70,000 in 3 years. Pays back the \$60,000 and leaves \$10,000.
- C. Raise rates to \$44.00
Generates \$15,000 per year or \$46,000 in 3 years
- D. Just take the \$60,000 out of the sewer fund and don't worry about paying it back (it is not in the budget).
Then raise rates \$1.00 which generates \$23,000 in 3 years to start the 1/3 maintenance. Then raise rates about \$2.00 at that point to keep it going. This does not include next year's 10% raise from Logan.

Note: Many, many unknowns. Our flow rate to Logan? Cost of repairs? etc.

RESOLUTION NO. 1-2020

A RESOLUTION TO RAISE SEWER RATES

WHEREAS, Logan City has contracted with River Heights City to process River Heights City wastewater: and

WHEREAS, Logan City is required by EPA standards to upgrade its wastewater treatment facilities at a cost of \$116 million; and

WHEREAS, River Heights City has agreed to increase rates as needed to share the cost of treating River Heights City wastewater.

THEREFORE, the River Heights City Council votes to raise the River Heights City monthly sewer rate from \$38.10 to \$46.00, to cover current costs.

The revised Sewer Rate Schedule is hereby signed and adopted this 5th day of May, 2020.

Increase to be effective on June 1, 2020.

Todd A Rasmussen, Mayor

ATTEST:

Sheila Lind, Recorder

Postponed