

ROCKY RIDGE PUBLIC HEARING

- Increase of Building Permit Fees

& TOWN MEETING

September 20, 2023

7:30 pm

M.L.A. Building

MINUTES: Approval of August Minutes

Visitor: Shay Morrison:

1. Railroad Safety Grant Opportunity
2. Duties reassigned due to Office Manager's resignation

UNFINISHED BUSINESS:

1. Opening of a Full Time Employee position – Discussion

NEW BUSINESS:

1. **Ordinance Proposal 2023-03;** Adoption & Increase of Building Permit Fees
2. **Land by Jeff Baird's** – Level off park equipment (Brian Lewis)

DEPARTMENTAL UPDATES:

1. **EMS/CERT:** ***
2. **Water:** ***
3. **Road:** ***
4. **P & Z:** ***
5. **Admin:** Contract with Lane for Building Inspector
6. **Park:** ***
7. **Library:** ***

***OPEN FLOOR:**

1. Citizen Items:
2. Town Council Items:

/s/ Marilyn Bronson

Town Clerk/Recorder Posted: 09-19-2023

* **Please contact Mayor Ronald Allred or Town Clerk Marilyn Bronson to place items on the Agenda.**

*Supported documentation for this Agenda is posted on the Town's Website at rockyridgetown.com

* The Open Floor session of Town Meeting is an open forum for our Citizens to present concerns or ideas to the Town Council. This session is limited to the time available. No formal action can be taken on these items

* All Town Meetings are recorded according to State statute and are available to any Citizen requesting a copy.

* In compliance with the Americans with Disabilities Act, Rocky Ridge Town will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the Town Clerk Marilyn Bronson at (435) 610-0395 at least 48 hours in advance of the meeting.

*A closed session may be called to order pursuant to Utah State Code 54-4-204 & 54-4-205.

*The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

ROCKY RIDGE TOWN, UTAH

RESOLUTION 2023 - _____

**A RESOLUTION IMPLEMENTING A TOWN CLERK/RECORDER
JOB DESCRIPTION FOR THE TOWN OF ROCKY RIDGE**

WHEREAS, Rocky Ridge is a municipal corporation duly organized and existing under the laws of State of Utah;

WHEREAS, the Rocky Ridge Town Council finds the governing body may exercise all administrative and legislative powers by resolution and ordinance, in accordance with Utah State law;

WHEREAS, the Rocky Ridge Town Council finds it is in the public interest for the municipality to adopt a Resolution implementing a Town Clerk/Recorder job description for the Town of Rocky Ridge and the adoption of this resolution will serve that purpose; and

WHEREAS, the Rocky Ridge Town Council finds the public safety, health, and welfare of the Town of Rocky Ridge will be better served by the adoption of this ordinance.

NOW THEREFORE,

The Rocky Ridge Town Council hereby ordains as follows:

That a Resolution implementing a Town Clerk/Recorder job description is established and adopted as follows:

SECTION 1: GENERAL PURPOSE:

Performs various duties and assignments as assigned to ensure compliance with Utah State Code and Rocky Ridge Town's Ordinances.

SECTION 2: SUPERVISION:

Works under the general supervision of the Mayor and in coordination with the Legislative Body and Planning Commission.

SECTION 3: ESSENTIAL FUNCTIONS:

A. Meeting administration and planning of Town Meetings, including the Planning and Zoning Commission.

B. Attending and keeping a record of the proceedings of the governing body. C.

Preparing and distributing legal notices.

D. Countersigning contracts made on behalf of the Town.

E. Holding the Town Seal and managing By-Laws, Articles of Incorporation, Ordinances, Resolutions, or other legal instruments.

F. Assisting in planning and administering Town elections, including tasks such as preparing legal notices, processing ballots, and recording and distributing results.

G. Serving as the Purchasing Officer.

H. Keeping accounts with all receiving and disbursing officers of the Town.

I. Pre-auditing all claims and demands against the Town before they are allowed and preparing the necessary checks for payment.

J. Preparing and distributing monthly and quarterly reports to Federal, State, and Town entities to meet legal requirements.

K. Preparing necessary information for an annual AUP (Agreed Upon Procedures) report. L.

Distributing copies of the audit report furnished by the auditor.

M. Oversee the collection and upkeep of employee information, including W-9s and 1099s, and file these forms when necessary with both state and federal authorities.

N. Collaborate with the Town Treasurer in all financial matters, encompassing budgeting processes, financial reports, and money transfers, to ensure a robust system of checks and balances.

O. Ensure accurate crediting and meticulous management of charges on all accounts, maintaining precise financial records for the municipality.

SECTION 4: SAVING CLAUSE

If any provision(s) of this ordinance shall be held or deemed to be invalid, inoperable, or unenforceable for any reason, such shall not have the effect of rendering any other provision(s) invalid, inoperable, or unenforceable to any extent. The remainder of the provisions herein shall be deemed to be separate, independent, and severable acts of Rocky Ridge Town.

SECTION 5: EFFECTIVE DATE

This resolution shall become effective upon passage.

PASSED this _____ **day of** _____, **2023.**
ROCKY RIDGE TOWN:

Ron Allred, Mayor

Mayor Ron Allred Yes _____ No _____

Council Member Lucy Gold Yes _____ No _____

Council Member Andrew Aagard Yes _____ No _____

Council Member Shannon Allred Yes _____ No _____

Council Member Bethany Sturgeon Yes _____ No _____

ATTEST:

Marilyn Bronson, Recorder

Town Seal

ROCKY RIDGE TOWN, UTAH

RESOLUTION 2023 - ____

**A RESOLUTION IMPLEMENTING A TOWN TREASURER
JOB DESCRIPTION FOR THE TOWN OF ROCKY RIDGE**

WHEREAS, Rocky Ridge is a municipal corporation duly organized and existing under the laws of State of Utah;

WHEREAS, the Rocky Ridge Town Council finds the governing body may exercise all administrative and legislative powers by resolution and ordinance, in accordance with Utah State law;

WHEREAS, the Rocky Ridge Town Council finds it is in the public interest for the municipality to adopt a Resolution implementing a Town Treasurer job description for the Town of Rocky Ridge and the adoption of this resolution will serve that purpose; and

WHEREAS, the Rocky Ridge Town Council finds the public safety, health, and welfare of the Town of Rocky Ridge will be better served by the adoption of this ordinance.

NOW THEREFORE,

The Rocky Ridge Town Council hereby ordains as follows:

That a Resolution implementing a Town Treasurer job description is established and adopted as follows:

SECTION 1: GENERAL PURPOSE:

Performs various duties and assignments as assigned to ensure compliance with Utah State Code and Rocky Ridge Town's Ordinances.

SECTION 2: SUPERVISION:

Works under the general supervision of the Mayor and in coordination with the Legislative Body and Planning Commission.

SECTION 3: ESSENTIAL FUNCTIONS:

A. Custodian of all money, or other securities of the town, ensuring their safekeeping and proper management.

B. Receives all public funds and money payable to the Town, which may include taxes, licenses, fees, fines, and intergovernmental revenue.

C. Countersigns all checks payable, providing an additional layer of financial oversight and accountability.

D. Provides Building Permit Applications and Applications for Variance, assisting in the processing of these documents as required.

E. Keeps an accurate and detailed account of all money received, in accordance with the directives of the legislative body of the Town, as outlined in Ordinances or Resolutions.

F. Determines the cash requirements of the Town, effectively managing the liquidity needed for day-to-day operations.

G. Provides for the investment of all money by following the established procedures and requirements of the State Management Act, ensuring responsible and prudent financial management.

H. Monitors and manages any outstanding debts or loans owed by the Town, ensuring timely payments and compliance with financial obligations.

I. Collaborates with relevant departments and stakeholders to maintain transparency and accuracy in financial transactions and reporting.

J. Prepares periodic financial reports and statements, highlighting the financial position and performance of the Town.

K. Participates in the budgeting process, providing insights and recommendations based on a thorough understanding of the Town's financial resources and obligations.

L. Adheres to relevant financial regulations, laws, and best practices, ensuring compliance and minimizing financial risks.

M. Collaborates with external auditors during the auditing process, providing necessary documentation and explanations to facilitate a comprehensive and accurate audit.

N. Provides financial guidance and support to Town officials, assisting in decision-making processes that have financial implications.

O. Keeps abreast of changes in financial laws, regulations, and industry best practices, ensuring the Town's financial practices remain current and compliant.

SECTION 4: SAVING CLAUSE

If any provision(s) of this ordinance shall be held or deemed to be invalid, inoperable, or unenforceable for any reason, such shall not have the effect of rendering any other provision(s) invalid, inoperable, or unenforceable to any extent. The remainder of the provisions herein shall be deemed to be separate, independent, and severable acts of Rocky Ridge Town.

SECTION 5: EFFECTIVE DATE

This resolution shall become effective upon passage.

PASSED this _____ **day of** _____, **2023.**

ROCKY RIDGE TOWN:

Ron Allred, Mayor

Mayor Ron Allred Yes _____ No _____

Council Member Lucy Gold Yes _____ No _____

Council Member Andrew Aagard Yes _____ No _____

Council Member Shannon Allred Yes _____ No _____

Council Member Bethany Sturgeon Yes _____ No _____

ATTEST:

Marilyn Bronson, Recorder

Town Seal

**ROCKY RIDGE TOWN
ORDINANCE 2023-03**

**ORDINANCE CHANGES REGARDING
INCREASED RATES FOR BUILDING PERMITS**

WHEREAS, Utah Law Section 17-23-14 requires electronic permitting be available for all Utah citizens;

WHEREAS, the current permitting system needs updating in both fees and regulating town permits;

WHEREAS, in order to have clear communication of Inspection Records, and Occupancy Permits;

NOW THEREFORE, be it resolved by the Mayor and Town Council of Rocky Ridge Town, State of Utah, as follows:

SECTION I: ADOPTION The Rocky Ridge Town Ordinance of Increasing the Rates for Building Permits is hereby adopted for the permitting processes and fees (see Attached Exhibit "A")

SECTION II: EFFECTIVE DATE The Rocky Ridge Town Ordinance of Commercial and Industrial Lot requirements shall be in full force and effect from September 20, 2023 and after the required approval and publication according to law.

SECTION III: SEVERABILITY If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, including but not limited to any exemption is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

	AYE	NAY	ABSENT	ABSTAIN
Mayor Ronald Allred	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Shannon Allred	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucy Gold	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Bethany Sturgeon	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Andrew Aagard	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

PASSED AND ADOPTED THIS 20TH DAY OF SEPTEMBER 2023

Presiding Officer


Ronald Allred, Mayor

Attest


Rachel Bronson, Town Treasurer



EXHIBIT “A”

The Town of Rocky Ridge

Inspections Fees:

1. Residential Inspections be adjusted from \$45 to **\$50** per inspection.
2. Commercial Inspections be adjusted from \$45 to **\$75** per inspection.
3. Residential structures be adjusted from \$0.35 to **\$0.40** per square foot.
4. All Commercial structures be adjusted to from \$0.25 to **\$0.50** per square foot.
5. Any Storage space be adjusted from \$0.25 to **\$0.30** per square foot.

Plan Review Fees:

1. Residential Plan Check at \$150 each & \$50 for each re-check.
2. Commercial Plan Check fees at \$300 each & \$75 for each re-check.
3. Special Inspections at \$50 per inspection or collection/recording thereof.

***In addition, the State tax of 1% will be added to permit fees.**

Land Use agreement between Brian Lewis and Rocky Ridge town. 10/24/23

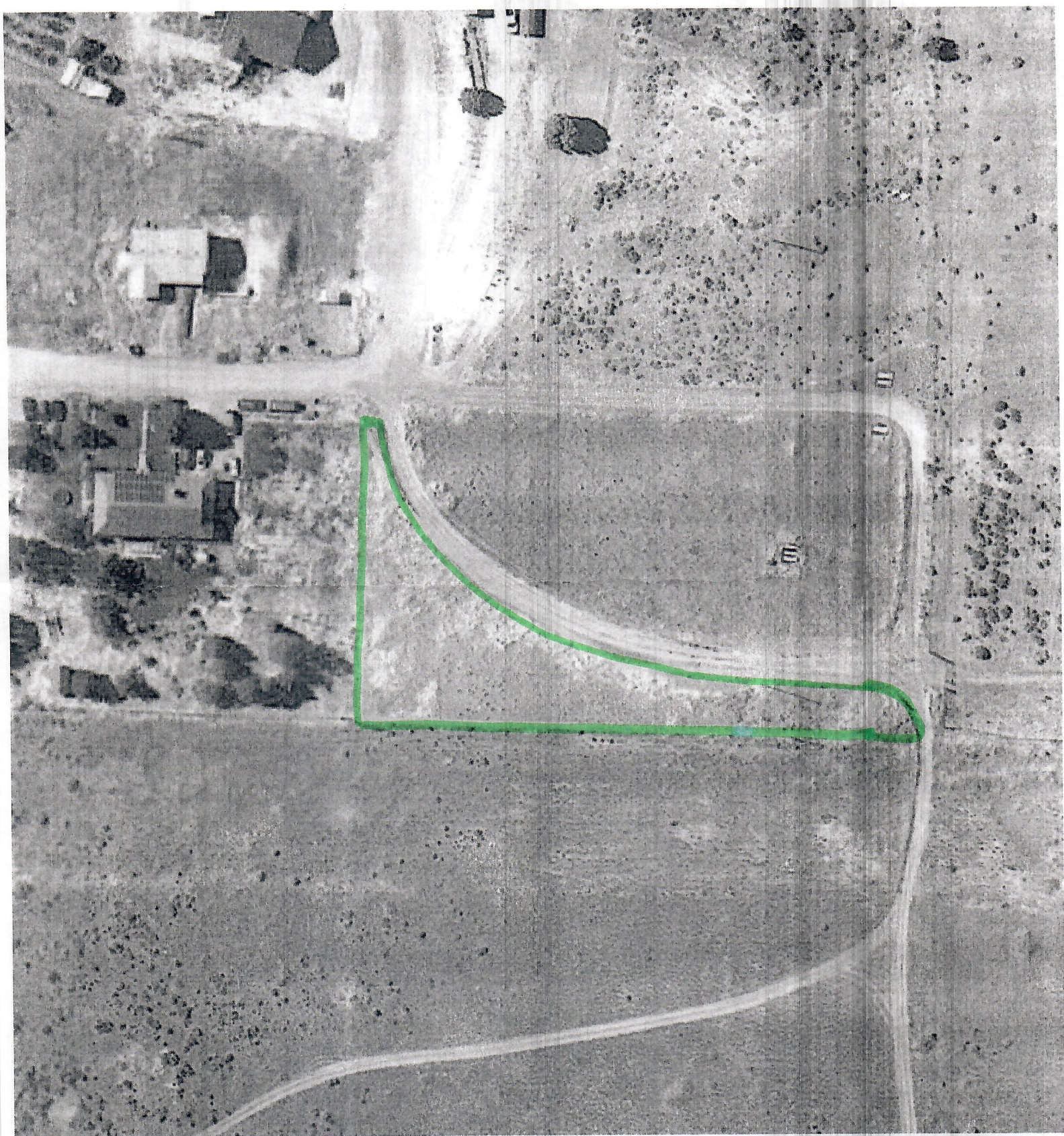
Description: North, West, corner of Rocky Ridge by old cemetery - 21,110 ft2 / .48 ac

Land use for parking of heavy equipment.

Lessee will grade off land and gravel it for use of parking.

No structures will be built on this land nor concrete poured with out town permission.

Equipment will be moved by request to make adequate space for cemetery parking as needed with adequate noticed to do so.



NEW Recommendation 08/23/2023

For: Rocky Ridge Town Council

From: Rocky Ridge Town Planning and Zoning

Subject: Official Launch of already adopted Zip Flow Program with fee changes for electronically handling permitting and inspections within Rocky Ridge Town

Whereas...

1. Utah Law Section 17-23-14 requires electronic permitting be available for all Utah citizens;
2. The current permitting system needs updating in both fees and regulating town permits;
3. It would be in the best interest of all involved to have clear communication of inspection records, and Occupancy Permits;

Therefore, Planning and Zoning...

- 1.. Deems it feasible to formally launch The Zip Flow Program, as previously voted on and adopted by Rocky Ridge Town Council to handle Rocky Ridge's permitting.
2. Deems it necessary to adopt adjusted permitting processes and Fees as reflected in Zip Flow, to better meet Town requirements and needs.
3. Deems it feasible to adopt and formally Launch Zip Flow to allow for better communications and records of inspections as required by Law for Occupancy and Occupancy permitting.

Rocky Ridge Planning and Zoning hereby recommends that the Rocky Ridge Town Council adopt....

- A formal Launch of Zip Flow as Rocky Ridge's Permitting and inspection program
- Inspections Fees for -
 1. Residential Inspections be adjusted from \$45 to \$50 per inspection.
 2. Commercial Inspections be adjusted from \$45 to \$75 per inspection.
 3. Residential structures be adjusted from \$0.35 to \$0.40 per square foot.
 4. All Commercial structures be adjusted to from \$0.25 to \$0.50 per square foot.
 5. Any Storage space be adjusted from \$0.25 to \$0.30 per square foot.
- Plan Check Fees:
 1. Residential Plan Check at \$150 each & \$50 for each re-check.
 2. Commercial Plan Check fees at \$300 each & \$75 for each re-check.
 3. Special Inspections at \$50 per inspection or collection/recording thereof.

In addition, the State tax of 1% will be added to permit fees.

SERVICES AGREEMENT

THIS AGREEMENT ("Agreement") is made between Rocky Ridge Town ("City") and Lane Allred ("Allred").

RECITALS

WHEREAS, City desires that Allred provide plan review and inspection services to it on a contract basis; and

WHEREAS, Allred desires to provide plan review and inspection services to City on a contract basis.

TERMS

NOW THEREFORE, City and Allred agree as follows:

Section 1 — Services to be Provided

- 1.1 Allred shall provide plan review services ("Plan Review Services") for City. Such Plan Review Services shall include, without limitation, the following services:
 - a. Complete plan reviews of building plans, specifications, and calculations of building projects for compliance with all applicable state, local, and national building laws, codes, and regulations, including verifying that all construction projects comply with the provisions of the State Construction Code under Title 15A, State Construction and Fire Codes Act, and with the energy code adopted under UCA Section 15A-2-103.
 - b. Verify compliance with local laws and regulations related to buildings as provided by City.
 - c. Ensure projects receive a structural review. If the project exceeds the normal scope of customary structural review, Allred will verify a review has been conducted by separate licensed and qualified personnel.
 - d. Establish the valuation of all projects in accordance with the current applicable ICC code, as adopted by City.
 - e. Verify each set of plans include a printed or digital statement indicating that the actual construction will comply with applicable local ordinances, state construction codes, and federal codes and regulations.

- g. Re-review and approve changes to residential, commercial, or industrial building plans.
 - h. Complete plan reviews in a timely manner as required by federal, state, and local code and/or policy.
 - i. Complete re-reviews in a timely manner, generally within five (5) business days once the corrections have been made to the plan.
 - j. Communicate the findings of plan reviews in a letter or list of correction comments. The letter or list should be clear, concise, thorough, and refer to specific details or drawings and reference applicable building code sections from which clients, architects, designers, contractors, City representatives, and owners can easily read and understand. A copy of correction comments shall be furnished to all interested parties or available for review to all parties through a software tracking system of the City's choice.
 - k. Provide services for follow-up questions after a plan has been approved for City staff, contractors, or owners.
 - l. Attend development review committee meetings when requested.
 - m. Be available to conduct pre-submittal meetings for development projects when requested.
 - n. Submit a monthly, itemized invoice with number of plan reviews and listing all fees and services due as denoted by the building permit number and address of property, and any time spent in meeting/consultation.
 - o. Other plan review functions as assigned by City and reasonably related to the Plan Review Services provided by Allred.
- 1.2 Allred shall provide inspection services ("Inspection Services") for City. Such Inspection Services shall include, without limitation, the following services:
- a. Serve as the City building inspector for residential, commercial, and industrial buildings.
 - b. Supply all equipment, tools, materials, or other necessary items and services to complete inspection services.
 - c. Assist and advise contractors, building owners, officials, and the general public in explaining and interpreting building codes, plans, and standards.

- d. Be available for and conduct on-site inspections during regular business hours, generally from 8:00 a.m. to 5:30 p.m., Monday — Friday, excluding typical holidays.
 - e. Perform inspection services within two (2) business days after receiving the request for the inspection or furnish an alternate replacement inspector to fill in and complete the inspection within the same two-day time frame.
 - f. Identify building code violations and as required, "red tag" projects that are not in compliance with required regulations and codes.
 - g. Approve, partially approve, deny, or partially deny all inspections consistent with applicable law and direction from City.
 - h. Work with contractors, homeowners, and City staff to find and implement remedies to bring a project into compliance.
 - i. Exhibit a professional demeanor and work well with contractors, homeowners, general public, and City staff.
 - j. Use technology for inspection services as requested by City.
 - k. Perform other inspection functions as assigned by City and reasonably related to the Inspection Services provided by Allred.
- 1.3 Plan Review Services and Inspection Services shall be referred to herein collectively as "Services."
- 1.4 Allred shall be licensed and qualified to perform all Services required by this Agreement and as reasonably requested by City.
- 1.5 Allred shall be in a physical and mental condition so that he can safely and properly perform the Services.
- 1.6 Allred shall have and maintain a valid Utah driver's license.

Section 2 — Independent Contractor

Allred is hired as an independent contractor and not as an employee of City. Accordingly, City has no obligation to provide Allred with health insurance, workstation, computer, cell phone, retirement, or any other benefits.

Section 3 — Insurance

- 3.1 Allred shall maintain automobile liability insurance for bodily injury, death, or property damage with minimum coverage limits of One Hundred Thousand Dollars (\$100,000) per occurrence. Additionally, Allred shall maintain comprehensive and collision coverage in amounts requested by City. Upon request, Allred shall provide verification from his automobile insurance carrier that City has no liability for any harm to Allred, harm to others, or damage to property done while Allred is operating a vehicle in performing the Services.
- 3.2 Allred shall maintain professional liability insurance in an amount of no less than One Million Dollars (\$ 1,000,000 per occurrence from at least a AA-rated insurance carrier. City shall be listed as an additional insured on Allred's insurance policy.
- 3.3 Prior to performing the Services, Allred shall provide City with verification that he has satisfied the insurance requirements set forth in this Agreement. At all times Allred is providing Services under this Agreement, upon request, he shall provide City verification that he has the insurance coverage required by this Agreement.

Section 4 — Compensation

Allred shall be compensated pursuant to the Fee Schedule attached hereto as Exhibit "A" and incorporated herein by reference. The Fee Schedule may be amended from time to time by written agreement of City and Allred.

Section 5 — Term

- 5.1 This Agreement is effective as of January 1, 2023, and will continue until December 31, 2025. This Agreement shall automatically renew for additional three-year terms if neither party terminates this Agreement by providing 90 days written notice to the other party prior to the end of the initial term or any renewal term.
- 5.2 Either party may, but is not obligated to, terminate this Agreement at any time if the other party materially breaches this Agreement.
- 5.3 Either party may terminate this Agreement at any time for any reason after providing the other party 90-days written notice of its intent to terminate this Agreement.

Section 6 — Code of Conduct

- 6.1 Allred shall be punctual to appointments and meetings.
- 6.2 Allred shall not perform the Services under the influence of any alcohol or illicit drugs.
- 6.3 Allred shall not perform the Services while under the influence of any medication or drug that impairs his ability to properly perform the Services.
- 6.4 Allred shall not be convicted of any felony.
- 6.5 Allred shall not be convicted of any misdemeanor relating to lewdness, driving while impaired or under the influence of alcohol or drugs, or crime of dishonesty.
- 6.6 Allred shall not engage in any activity that results in him being placed on a government sex offender registry.
- 6.7 If Allred is charged with any crime except for an infraction, he shall notify City within 24 hours of becoming aware of such criminal charges.
- 6.8 Allred shall comply with all applicable City policies and reasonable directions from City staff to whom he reports.

Section 7 — Miscellaneous Terms.

- 7.1 It is expressly agreed that this Agreement includes the entire agreement of the parties.
- 7.2 In the event a party enlists the services of an attorney or the court system to enforce the terms of this Agreement, then the prevailing party shall be entitled to recover the reasonable attorney's fees and costs it incurs in enforcing the Agreement. Prior to taking a dispute to court, the parties shall make a good faith effort to resolve the matter through mediation.
- 7.3 This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Utah.
- 7.4 This Agreement may be executed in multiple counterparts, each of which shall be considered an original.
- 7.5 The waiver by either party of any provision or right under this Agreement shall not be construed to operate as a waiver of any other or future defaults, either under the same terms, conditions or covenants contained in this Agreement or any addendum to this Agreement.

7.6 Whenever possible, each provision of this Agreement shall be interpreted to be effective and valid under applicable law. If any provision of this Agreement is held to be invalid, illegal, or unenforceable, such provision shall be ineffective only to the extent of such invalidity, illegality, or non-enforceability, without invalidating the remainder of this Agreement and, in all events, the parties expressly agree and stipulate that the remainder of this Agreement shall continue in full force and effect. Alternatively, a court of competent jurisdiction may

reform or revise such provision so that it shall no longer be invalid, illegal, or unenforceable, while giving maximum permissible effect to the parties' intentions expressed herein.

IN Witness WHEREOF the parties have executed this Agreement on the day and year first above written.

ROCKY RIDGE TOWN

 Date: 9/20/23

By: Ronald A. Allred

Its: Mayor

ATTEST

 Date: 9/20/23

By:

Its: City Recorder

 Date: 9-20-23

By: Lane Allred

EXHIBIT "A" - FEE SCHEDULE

Category	Fee Type	Description	Fee	Unit	Additional Description
Plan Check	Residential Permit	Plan Check	\$100 min fee + \$50/hr after first 4 hrs	Per Plan	
Plan Check	Commercial Permit	Plan Check	\$150 min fee + \$75/hr after first 4 hrs	Per Plan	
Plan Check	Sheds/Garages / Etc. Permit	Plan Check	\$50 min fee + \$50/hr after first 2 hrs	per Plan	Any structure over 200 sq ft
Inspections	Residential Permit	On-Site Inspection	\$50/inspection or re-inspection	Each Inspection	
Inspections	Commercial Permit	On-Site Inspection	\$75/inspection or re-inspection	Each Inspection	
Consulting	Services	Consultation Services	\$50/hour	Per Hour	
Travel	Travel	Per Mile Expense	Current IRS standard mileage rate currently \$0.655 per mile - See IR-2021-251 (Charges may not apply for areas within 10 miles of travel)	per Mile	

Town of Rocky Ridge
Check Register
Zions Checking - General - 08/01/2023 to 08/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Brothers Sprinkler Repair	1097	1679	08/09/2023	08/09/2023	5,168.75	Sprinkler System Repairs	104510.250 - Park Upkeep	
					\$5,168.75			
Bronson, Clint	1113	082123	08/21/2023	08/21/2023	2,800.79	Dugouts - Block work, frame roofs, labor, cement, fu	404510.750 - Miscellaneous Expense	
					\$2,800.79			
Bronson, Marilyn	1098	080923	08/09/2023	08/09/2023	17.90	Travel for Stamps & Athenian Dialogue	104140.230 - Admin Travel	
Bronson, Marilyn	1116	082223	08/25/2023	08/25/2023	31.66	Retreive Ballots & Return Undeliverable, Batteries fo	104140.230 - Admin Travel	
					\$49.56			
Bronson, Rachel	1099	080323	08/09/2023	08/09/2023	131.70	Deposit Cash - Travel ULGT Training	104140.230 - Admin Travel	
Bronson, Rachel	1099	080923	08/09/2023	08/09/2023	14.95	Stamps	104140.245 - Admin Postage & Deliver	
					\$146.65			
Bronson, Rachel	1108	081823	08/18/2023	08/18/2023	826.80	Treasurer's Conference - Training; Meal, Fuel & Par	104140.235 - Admin Training Expense	
					\$973.45			
Chemtech-Ford	1100	23G1543	08/09/2023	08/09/2023	75.00	Colliert AP	516340.420 - Contract Services-Water	
Chemtech-Ford	1106	23H0883	08/11/2023	08/11/2023	75.00	Colliert AP	516340.420 - Contract Services-Water	
Chemtech-Ford	1115	23H0882	08/22/2023	08/22/2023	275.00	DBPs (Disinfection Byproducts) AP	516340.420 - Contract Services-Water	
					\$425.00			
Christensen Ready Mix, Inc	1101	23-34823	08/09/2023	08/09/2023	1,764.75	Pad in front of Temporary Office	104170.740 - Admin New Office Buildin	
					\$1,764.75			
Covington, Joanna	1105	043023	08/10/2023	08/10/2023	350.00	Oversize Delivery of Packages (for 3 days) of Packa	104140.245 - Admin Postage & Deliver	
Covington, Joanna	1105	053023	08/10/2023	08/10/2023	200.00	Oversize Delivery of Packages & mail	104140.245 - Admin Postage & Deliver	
Covington, Joanna	1105	063023	08/10/2023	08/10/2023	200.00	Oversize Delivery of Packages & mail	104140.245 - Admin Postage & Deliver	
Covington, Joanna	1105	073123	08/10/2023	08/10/2023	200.00	Oversize Delivery of Packages & mail	104140.245 - Admin Postage & Deliver	
					\$950.00			
					\$950.00			
EFTPS	EFTPS	PR063023-129	07/05/2023	08/04/2023	26.67	Federal Income Tax	102221 - Accrued SS, MC & FIT payabl	
EFTPS	EFTPS	PR063023-129	07/05/2023	08/04/2023	110.12	Medicare Tax	102221 - Accrued SS, MC & FIT payabl	
EFTPS	EFTPS	PR063023-129	07/05/2023	08/04/2023	470.82	Social Security Tax	102221 - Accrued SS, MC & FIT payabl	
EFTPS	EFTPS	PR071523-129	07/17/2023	08/04/2023	5.58	Federal Income Tax	102221 - Accrued SS, MC & FIT payabl	
EFTPS	EFTPS	PR071523-129	07/17/2023	08/04/2023	100.66	Medicare Tax	102221 - Accrued SS, MC & FIT payabl	
EFTPS	EFTPS	PR071523-129	07/17/2023	08/04/2023	430.44	Social Security Tax	102221 - Accrued SS, MC & FIT payabl	
					\$1,144.29			
					\$1,144.29			
Hernandez, Domingo	1107	081023	08/11/2023	08/11/2023	1,600.00	Mowing, Weed Control, Weed Wacking (7/21-8/11)	104510.110 - Parks Wages	
					\$1,600.00			
Jay Mecham's Country Garbage	1103	228975	08/09/2023	08/09/2023	1,831.50	Garbage Bill	104420.410 - Sanitation-Garbage Colle	
					\$1,831.50			
JRDA Landfill	1104	080923	08/09/2023	08/09/2023	1,147.00	Landfill Payment	104420.411 - JRDA Landfill	
					\$1,147.00			
Maverick Rock	1119	12423	08/29/2023	08/29/2023	614.76	Dugouts	404510.750 - Miscellaneous Expense	
					\$614.76			

Town of Rocky Ridge
Check Register
Zions Checking - General - 08/01/2023 to 08/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
ainland Supply Co.	1120	S105636909	08/31/2023	08/31/2023	6,543.11	Valve Exerciser - Plant Maintenance Kit	516340.450 - System Repairs & Mainte	
					\$6,543.11			
y Mountain Power	EFT-1	082523	08/21/2023	08/22/2023	10.39	Rec Center-Pavilion Utilities	104510.260 - Park Utilities	
y Mountain Power	EFT-2	082523-1	08/21/2023	08/22/2023	15.46	Shop Utilities	104410.200 - Roads Utilities	
y Mountain Power	EFT-3	082523-2	08/21/2023	08/22/2023	1,115.82	Pump Schedule 6	516340.280 - Utilities	
y Mountain Power	EFT-4	082523-3	08/21/2023	08/22/2023	2,075.82	Pump Schedule 6, Schedule 14, Cell service equip	516340.280 - Utilities	
ky Mountain Power	EFT-5	082523-4	08/21/2023	08/22/2023	148.57	Park Restrooms/Lighting Utilities	104510.260 - Park Utilities	
					\$3,366.06			
roc Corporation	1117	41261692	08/25/2023	08/25/2023	204.60	Town Hall gas line	104170.740 - Admin New Office Buildin	
roc Corporation	1118	41262081	08/29/2023	08/29/2023	259.49	Roadbase	104410.450 - Street Repair & Maintena	
					\$464.09			
ie Times-News Publishing Compan	1114	15039	08/21/2023	08/21/2023	14.40	Public Notice - Ordinance 2023-02	104140.530 - Admin Publishing	
					\$14.40			
amer & Associates Construction	1096	080823	08/08/2023	08/08/2023	152,579.78	Town Hall Construction	104170.740 - Admin New Office Buildin	
					\$152,579.78			
NPA Architecture	1102	RRTH-80323	08/09/2023	08/09/2023	870.00	Construction Admin	104170.740 - Admin New Office Buildin	
					\$870.00			
Zions Bank	EFT	080223	08/18/2023	08/31/2023	122.23	Amazon - Paper & Credit Card Shredder	104140.240 - Admin Office Supplies	
Zions Bank	EFT	080423	08/04/2023	08/31/2023	173.28	New Office Shredder	104140.240 - Admin Office Supplies	
Zions Bank	EFT	080723	08/18/2023	08/31/2023	2.11	Google Play	104140.250 - Admin Website	
Zions Bank	EFT	081023	08/10/2023	08/31/2023	132.00	USPS - Stamps	104140.245 - Admin Postage & Deliver	
Zions Bank	EFT	081423	08/14/2023	08/31/2023	137.13	Baseball Field	404510.750 - Miscellaneous Expense	
Zions Bank	EFT	081523	08/15/2023	08/31/2023	733.49	Rocky Mountain Power: Mule Repair & Tires	104410.251 - Equipment Repairs & Mai	
Zions Bank	EFT	081623	08/16/2023	08/31/2023	204.36	Toner Cartridge Replacement - Black	104140.240 - Admin Office Supplies	
Zions Bank	EFT	081823	08/18/2023	08/31/2023	549.72	Wheels & Hubs for Mule	104410.450 - Street Repair & Maintena	
Zions Bank	EFT	082123	08/21/2023	08/31/2023	554.42	Rocky Mountain Power: Mule Repair & Tires	104410.251 - Equipment Repairs & Mai	
Zions Bank	EFT	082323	08/23/2023	08/31/2023	451.07	Dugouts	404510.750 - Miscellaneous Expense	
Zions Bank	EFT	082423-1	08/16/2023	08/31/2023	20.03	Ballot Retrieval - Nephi	104140.230 - Admin Travel	
Zions Bank	EFT	082523	08/25/2023	08/31/2023	305.00	Recorder's Day Training - Utah League of Cities & T	104140.235 - Admin Training Expense	
Zions Bank	EFT	082523-1	08/25/2023	08/31/2023	1.34	AAA Batteries	104140.240 - Admin Office Supplies	
Zions Bank	EFT	082723	08/27/2023	08/31/2023	20.00	Ballot Return to Nephi - Undeliverable	104140.230 - Admin Travel	
Zions Bank	EFT	081123	08/18/2023	08/31/2023	250.00	Utans Paramedic - Training. Jonathan Kool	104220.200 - EMS Training	
					\$3,656.18			
					\$3,656.18			
					\$185,963.47			

NEW Recommendation 08/23/2023

For: Rocky Ridge Town Council
From: Rocky Ridge Town Planning and Zoning

Subject: Official Launch of already adopted Zip Flow Program with fee changes for electronically handling permitting and inspections within Rocky Ridge Town

Whereas...

1. Utah Law Section 17-23-14 requires electronic permitting be available for all Utah citizens;
2. The current permitting system needs updating in both fees and regulating town permits;
3. It would be in the best interest of all involved to have clear communication of inspection records, and Occupancy Permits;

Therefore, Planning and Zoning...

- 1.. Deems it feasible to formally launch The Zip Flow Program, as previously voted on and adopted by Rocky Ridge Town Council to handle Rocky Ridge's permitting.
2. Deems it necessary to adopt adjusted permitting processes and Fees as reflected in Zip Flow, to better meet Town requirements and needs.
3. Deems it feasible to adopt and formally Launch Zip Flow to allow for better communications and records of inspections as required by Law for Occupancy and Occupancy permitting.

Rocky Ridge Planning and Zoning hereby recommends that the Rocky Ridge Town Council adopt....

- A formal Launch of Zip Flow as Rocky Ridge's Permitting and inspection program
- Inspections Fees for -
 1. Residential Inspections be adjusted from \$45 to \$50 per inspection.
 2. Commercial Inspections be adjusted from \$45 to \$75 per inspection.
 3. Residential structures be adjusted from \$0.35 to \$0.40 per square foot.
 4. All Commercial structures be adjusted to from \$0.25 to \$0.50 per square foot.
 5. Any Storage space be adjusted from \$0.25 to \$0.30 per square foot.
- Plan Check Fees:
 1. Residential Plan Check at \$150 each & \$50 for each re-check.
 2. Commercial Plan Check fees at \$300 each & \$75 for each re-check.
 3. Special Inspections at \$50 per inspection or collection/recording thereof.

In addition, the State tax of 1% will be added to permit fees.