

Mayor Gordon Cutler

Council Members:

Michelle Roberts

Kristi Bell

Daniel Combe

Robert Guillier

UINTAH CITY COUNCIL MEETING

TUESDAY, OCTOBER 1st, 2024

6:00 PM

AGENDA

Planning – Debra Wickizer

Building Inspector-Jeff Monroe

Treasurer – Mike Ulrich

Sheriff – Lt. Ryan

Fire Chief – Paul Sullivan

AGENDA ITEMS:

1. **MEETING CALL TO ORDER:**
PLEDGE OF ALLEGIANCE:
CONFLICT OF INTEREST:
2. **PUBLIC COMMENT (2 minutes per person):**
We would like to thank those of you who take the time to comment. We will not be addressing comments, and if it is appropriate, we will have staff investigate those items and get back to you or add them as future agenda items.
3. **CONSENT AGENDA: Action Item**
 - A. Approval of City Council Minutes September 3rd, 2024
 - B. Approval of Invoices
 - C. Financial Reports
4. **PUBLIC HEARING:**
None
5. **OLD BUSINESS:**
None
6. **NEW BUSINESS:**
 - A. Discussion/Action on Amending Title 1 Section 6 of the Uintah City Code: Mayor Cutler
 - B. Discussion/Action on Uintah City Emergency Operations Plan: Council Member Guillier
 - C. Discussion/Action on Uintah City Subdivision Ordinance Update: Planning Commission Chair Wickizer
7. **INFORMATIONAL ITEMS:**
 - A. Planning Commission Report: 1st Council Meeting of the Month
 - B. Public Works Report: 2nd Council Meeting of the Month
 - C. Sheriff's Report: 2nd Council Meeting of the Month
 - D. Council Reports:
8. **MEETING ADJOURNMENT:**

****NOTICE****

Uintah City does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provisions of services. If you are planning to attend this public meeting and due to a disability, need assistance in understanding or participating in the meeting, please contact the City Clerk at (801) 479-4130 at least four working days in advance of the meeting and we will try to provide whatever assistance may be required.

Agenda items are flexible and may be moved in order, sequence, and time to meet the needs of the Council.

****CERTIFICATE OF POSTING****

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted at Uintah City Hall, on the Utah Public Notice website, and the Uintah City website.

Michelle Mortensen
Michelle Mortensen, Uintah City Recorder

9/30/24
Date

UINTAH CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 3rd, 2024
6:00 PM
MINUTES

Council Members Present: Mayor Cutler, Council Member Bell, Council Member Combe, Council Member Roberts

Council Members Absent: Council Member Guillier

City Staff Present: City Recorder Michelle Mortensen, Public Works Director Jack Burton, Lt. Ryan

Visitors: Denise Woods, Lisa Smith, Jason Howe, Brandon Everett, Greg Johnson, Diane Johnson, Robert Bails, Cheryl Burton, Denise Woods, Alicia Fairbourne, Chersty Titensor, Gary Laird, Carolyn Laird, Scott Dixon, Julie Dixon, Marilyn Pearson, Brandon Hunt, Cam Schroeder, Pam Eppel, Cynthia Benson

AGENDA ITEMS:

1. **MEETING CALL TO ORDER:** Mayor Cutler called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE: Led by Council Member Bell.

CONFLICT OF INTEREST: None

2. Lt. Ryan stood and gave an update on the shooting in Uintah. He explained that last Saturday at 3:41 a.m. there was a call of shots fired and the first unit arrived at 3:49 a.m., and seven units responded. There was a party at an air bnb, and it escalated into shots being fired and one person was stabbed. A large group of cars were driving away as the officers responded. They detained everyone that was there and set up a perimeter as the detectives got called out. The injured person ended up at Ogden Regional. Most of the people that were still at the party were uncooperative and the detectives cultivated some more witnesses and id'd the shooters. Ogden City's gang task force is out looking for the suspects. Council Member Roberts asked if the shooting was gang related and Lt. Ryan stated that two were affiliated with gangs. We have not seen any incidents like this in the last several years here in Weber County. Mayor Cutler stated that two Saturday's ago we were setting up for the Bonneville Communities that Care 5k where 198 people ran this race. He got a text as he was getting ready from Lt. Ryan that there had been a shooting. The race proceeded and it amazed him that people were so desensitized as to the shooting here in the City. The council and city staff does not want this for Uintah.

3. **PUBLIC COMMENT:**

- Brandon Everett stood and stated that he would like this to be on a future agenda. He stated that we can count our blessings, as this shooting was not an isolated incident as there were several shootings across our country at air bnb's on the same date. We can make it better as citizens. He mentioned that he is one that would reside with the sentiment of a typical rural citizen he does not want government to tell him what he can and cannot do but he does want them to tell him when he is in violation and to provide sideboards as to what we can and can't do. He handed out some recommendations and gave them some information on Ogden City's protocol for short term rentals.
- Greg Johnson did some research and there was a report in the Northwestern Globe about air bnb's and the rise in crime that is coming with those. It is these types of incidents where people are from the local area and rent a room for one or two nights and throw parties. He would hate to negate the option for everyone based on this incident. Some cities ban one-night rentals. We should consider things like only allowing three-night stays and more. Tourists are not the ones who are causing problems.
- Brandon Hunt expressed that when that happens in your neighborhood, it brings more sincerity to what happened. There are things you can do, but you do not know who is taking over that space. In an area where we are, it is hard for me to accept that. My family moved here fourteen years ago and there are lots of valid complaints within our city, but we can do better. This is a close-knit town, but it is as though there is a lot of division that has come from the growth here. Come together and address the issues, this is what we love about a rural community. The meeting here is for us to have a voice to say how do we keep this Uintah by being citizens, it is not about telling on your neighbor but respecting your neighbor. Respect the people who are next to you. It is not about creating new laws but enforcing what is already there.

4. **PRESENTATION OF CERTIFIED MUNICIPAL CLERK DESIGNATION FROM THE INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS TO MICHELLE MORTENSEN, CITY RECORDER:** Utah Municipal Clerks Association

- Alicia Fairbourne from Hideout City and Denise Woods from Morgan City thanked council for allowing them to recognize They represent the Utah Municipal Clerk's Association and the association with the International Municipal

- Clerk's Association. The mission of our organization is to provide our members with educational and networking support, to promote positive professional interaction with elected officials, staff, and the public, and to enhance the enhancement and awareness and value of the municipal clerk profession. Our international organization is administered locally by the Utah Municipal Clerks Association. Ms. Mortensen has completed the requirements to obtain her certified municipal clerk designation. She must be actively working as a municipal clerk performing the duties of a clerk or recorder, completing college level course work earning a minimum of sixty educational points and fifty points of working experience. It takes many years to obtain this certification. We are fortunate that the Mayor and City Council recognize continuing education and professional development opportunities.
- Lisa Smith the recorder from South Weber is the president of DMWRA stood and expressed that they all know what a big accomplishment this is, and she hopes the Mayor and Council recognize this.

5. PRESENTATION OF UTAH CERTIFIED CLERK DESIGNATION FROM SOUTHERN UTAH UNIVERSITY TO MICHELLE MORTENSEN, CITY RECORDER: Mayor Cutler

- Mayor Cutler expressed that Uintah has a great City Recorder and he does not think that any recorder before has obtained these types of certifications and designations, so we appreciate Ms. Mortensen for what she has done.

6. CONSENT AGENDA:

- A. Approval of City Council Minutes August 6th, 2024
- B. Approval of Invoices
- C. Financial Reports

- A motion was made by Council Member Bell to approve the consent agenda.
- Council Member Combe seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion carries. Council Member Combe, yes. Council Member Roberts, yes, Mayor Culer, yes; Council Member Bell, yes.

7. PUBLIC HEARING:

None

8. OLD BUSINESS:

None

9. NEW BUSINESS:

- A. Discussion/Action on Final Plat for Pacific Point Properties: Mayor Cutler
 - Mr. Dixon stood and explained that this is the final plat approval for Pacific Point Properties subdivision, for a nine-lot subdivision. We have answered all the questions and have met with the city engineer. Brindy received the letter today about where the sewer and water lines cross and we have submitted an exception to the Department of Water Quality. There is a design to install twenty-foot casings where the lines cross. The approval from the planning commission came subject to the report coming back from the state.
 - A motion was made by Council Member Combe to approve the final plat upon receiving the letter from
 - Council Member Roberts seconded the motion.
 - Mayor Cutler asked if there was any discussion on the motion; there was none.
 - All in favor; the motion carries.
- B. Discussion/Action on Uintah City Hall and Scout House lighting proposal: Jack Burton
 - Mr. Burton stood and mentioned that there was some discussion when he first got here about the bulbs being hard to find. He received two bids, and the lowest bid was from \$9,765 to do city hall and \$6,015 for the scout house. His recommendation is to go with the low bid from White Rock Electric.
 - A motion was made by Council Member Combe to get a final number from White Rock to replace the lights in city hall and pursue the scout house another time.
 - Council Member Bell seconded the motion.
 - Mayor Cutler asked if there was any discussion on the motion; there was none.
 - All in favor; the motion carries.
- C. Discussion/Action on Plumbing Proposal for water to the City shop: Jack Burton
 - Mr. Burton stated that he received a bid from Breustle plumbing and there is not good water down at the shop. They are proposing running a one-inch water line from the fire department over to the shop.
 - A motion was made by Council Member Combe to accept the bid for the service line into the city shop.
 - Council Member Bell seconded the motion.
 - Mayor Cutler asked if there was any discussion on the motion; there was none.
 - All in favor; the motion carries.

10. INFORMATIONAL ITEMS:

A. Planning Commission Report:

- Planning Commission Chair Wickizer stood and reiterated that they approved the final plat for Pacific Point Properties. Mr. Everett also came to our meeting and talked about air bnb's. We will be discussing short-term property rentals in our next meeting. The other thing we will be looking at is our nuisance ordinance. We are hoping to do a lot of that work up front as our building inspector will be out of town for that meeting. We need to produce an annexation plan which will take several months as there are multiple public meetings that need to be held. Council Member Bell asked about the updating of the ordinances. Chair Wickizer mentioned that there is no funding for this until 2025. She has been working on a letter of intent which will help us with our general plan as well as our ordinances. If there is something that cannot wait, we will bring that to the council. There is a community match, so we will have to incorporate that into our budget.

B. Public Works Report:

- Mr. Burton mentioned that in July he trimmed trees and weeds and did a lot of work along Highway 89 and 6600 straightening road signs. He has worked a lot on the sprinklers at the cemetery and the park and has them doing good. They purchased a new trailer to haul the mini on. He has also been replacing several meters, as they only have a twenty-year life span. They replaced twenty-six last month. Meter Works came today and helped us to understand that process better. Council Member Roberts asked what the plan was for replacing the meters. Council Member Bell responded that we replace 10% of the meters each year.
- He stated that the baseball field looks good. He had help from Council Member Combe, Tim, and Jeff. We have cleaned up the weeds and given the field a facelift. 6600 has been chip sealed and fogged and they will be back to paint the new lines on the road.

C. Sheriff's Report:

None

D. Council Reports:

- Council Member Roberts has nothing to report. She mentioned that it is nice to have community members here and we welcome your input.
- Council Member Combe stated that Mr. Burton is doing a great job, and we are super happy with the new road. The park and baseball fields look great. We all love Uintah, and I love Uintah too and support all of you. I hope we can all be neighborly moving forward.
- Council Member Bell echoed what both Council Member Roberts and Combe had to say. It is nice to have people here to engage with and she hopes that we can all find common ground. We renewed our contract with Waste Management for four more years. There was a 5.4% increase for doing business with them. She explained that she thinks our rates will be fine with our budget. She commended Mr. Burton for becoming certified in cross-connections and mentioned that is a breath of fresh air to have someone get certified in the water department. Water is our lifeline, and we often take for granted our clean and safe drinking water. Communities that Care race that included both a 5K and half-marathon went very well.
- Mayor Cutler thanked everyone for coming. He commended the sheriff's department for what they did. He thanked Lt. Ryan for making sure that he had a representative for planning commission last week and for this week's meeting as well. Thank you for being kind here and trying to be good neighbors. We have a lot of good people here in our City. He mentioned to be aware as you are out on the trails. If you see anything questionable, please call 9-1-1.

11. MEETING ADJOURNMENT:

- A motion was made by Council Member Bell to adjourn the council meeting at 7:15 p.m.
- Council Member Combe seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion carries.

Michelle Mortensen, Uintah City Recorder

Date

Uintah City

Invoice Register - Single Line
Input Dates: 8/1/2024 - 8/31/2024

Page: 2
Sep 30, 2024 02:19PM

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total 390 Dominion Energy:													
390 Dominion Energy													
77215AUG	1	Invoice	Utilities-shop acc#772150	08/13/2024	08/13/2024	22.76	Open Terms	None		.00		08/24	52-40-270
Total 77215AUG:													
Total 390 Dominion Energy:													
390 Dominion Energy													
53215AUG	1	Invoice	Utilities-office acc#532150	08/13/2024	08/13/2024	10.24	Open Terms	None		.00		08/24	10-70-270
Total 53215AUG:													
Total 390 Dominion Energy:													
957 Durk's Plumbing													
02929381	1	Invoice	CEMETERY SUPPLIES	07/23/2024	08/30/2024	27.19	Open Terms	None		.00		08/24	10-77-250
Total 02929381:													
Total 957 Durk's Plumbing:													
2112 Michelle Mortensen													
TRAINING	1	Invoice	mileage	08/02/2024	08/02/2024	175.54	Open Terms	None		.00		08/24	10-43-235
Total TRAINING:													
Total 2112 Michelle Mortensen:													
2112 Michelle Mortensen													
TRAINING	2	Invoice	Per Deim	08/02/2024	08/02/2024	206.50	Open Terms	None		.00		08/24	10-43-230
Total TRAINING:													
Total 2112 Michelle Mortensen:													
2112 Michelle Mortensen													
TRAINING	3	Invoice	mileage	08/02/2024	08/02/2024	95.14	Open Terms	None		.00		08/24	10-43-235

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total 2150 Aaron, Stuart:													
2169 American Legal Publishing													
31613	1	Invoice	Resolution Printing serice	08/02/2024	08/02/2024	655.85	Open Terms	None		.00		08/24	10-43-310
Total 31613:						655.85							
Total 2169 American Legal Publishing:						655.85							
Total 08/02/2024:						8,896.61							

8/2/2024 GL Period Summary

GL Period	Amount
08/24	8,896.61
Grand Totals:	8,896.61

Invoice Register - Single Line														Page: 6
Input Dates: 8/1/2024 - 8/31/2024														Sep 30, 2024 02:19PM
Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account	
08/09/2024														
400 Caselle, Inc														
	134495	1 Invoice	CONTRACT SUPPORT A	08/01/2024	08/30/2024	966.00	Open Terms	None		.00		08/24	10-43-310	
Total 134495:						966.00								
Total 400 Caselle, Inc:						966.00								
957 Durk's Plumbing														
	02922830	1 Invoice	sprinkler repairs	07/09/2024	08/01/2024	129.36	Open Terms	None		.00		08/24	10-70-250	
Total 02922830:						129.36								
Total 957 Durk's Plumbing:						129.36								
842 Rocky Mtn Power														
	0029(8/24)	1 Invoice	Office #48068866-0029	08/02/2024	08/26/2024	13.23	Open Terms	None		.00		08/24	51-40-270	
Total 0029(8/24):						13.23								
Total 842 Rocky Mtn Power:						13.23								
842 Rocky Mtn Power														
	0023(8/24)	1 Invoice	Power #43565236-0023	08/02/2024	08/26/2024	653.63	Open Terms	None		.00		08/24	10-60-275	
Total 0023(8/24):						653.63								
Total 842 Rocky Mtn Power:						653.63								
1691 Sam's Club MC/SYNCB														
	JULY2024	1 Invoice	office supplies	07/27/2024	08/16/2024	95.68	Open Terms	None		.00		08/24	10-43-610	
Total JULY2024:						95.68								
Total 1691 Sam's Club MC/SYNCB:						95.68								
2130 Upper Case Printing, Ink														
	2071	1 Invoice	Newletters	08/02/2024	08/30/2024	40.33	Open Terms	None		.00		08/24	52-40-240	
Total 2071:						40.33								

Invoice		Seq		Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Invoice Register - Single Line															
Input Dates: 8/1/2024 - 8/31/2024															
Page: 7															
Sep 30, 2024 02:19PM															
Total 2130 Upper Case Printing, Ink:															
40.33															
1704 O'Reilly Automotive, Inc.															
771382(06/2 2 Adjustmen roads 06/28/2024 07/28/2024 50.75- Open Terms None .00 07/24 10-51-260															
Total 771382(06/24):															
50.75-															
Total 1704 O'Reilly Automotive, Inc.:															
50.75-															
2123 Freedom Mailing Services, Inc.															
48456 1 Invoice Utility bill processing 08/05/2024 08/30/2024 295.65 Open Terms None .00 08/24 51-40-240															
Total 48456:															
295.65															
Total 2123 Freedom Mailing Services, Inc.:															
295.65															
845 Utah State Treasurer															
JULY2024 1 Invoice Court Surcharge- JULY 20 08/01/2024 08/01/2024 2,077.93 Open Terms None .00 08/24 10-42-415															
Total JULY2024:															
2,077.93															
Total 845 Utah State Treasurer:															
2,077.93															
2131 Woods Cross City															
435 1 Invoice 1/5 cost Judge Memmott b 08/05/2024 08/30/2024 85.00 Open Terms None .00 08/24 10-42-310															
Total 435:															
85.00															
Total 2131 Woods Cross City:															
85.00															
2053 Jeff Monroe															
JULY2024 1 Invoice inspections 08/01/2024 08/01/2024 1,350.00 Open Terms Nonemploy .00 08/24 10-47-310															
Total JULY2024:															
1,350.00															
Total 2053 Jeff Monroe:															
1,350.00															
1432 Utah Retirement Systems															
#495 1 Invoice URS corrections pay perio 07/20/2024 07/20/2024 37.85 Open Terms None .00 08/24 10-22235															

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total #495:													
Total 1432 Utah Retirement Systems:													
Total 08/09/2024:													
						37.85							
						37.85							
						5,693.91							

8/9/2024 GL Period Summary

GL Period	Amount
08/24	5,744.66
07/24	50.75-
Grand Totals:	5,693.91

Uintah City

Invoice Register - Single Line

Page: 10
Sep 30, 2024 02:19PM

Input Dates: 8/1/2024 - 8/31/2024													Sep 30, 2024 02:19PM
Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total 1567 Bankcard Center:													
						21.89							
1567 Bankcard Center													
AUG2024	3	Invoice	home depot supplies	08/16/2024	08/16/2024	58.47	Open Terms	None		.00		08/24	10-54-250
Total AUG2024:													
						58.47							
Total 1567 Bankcard Center:													
						58.47							
1567 Bankcard Center													
AUG2024	4	Invoice	tj trailers	08/16/2024	08/16/2024	26.27	Open Terms	None		.00		08/24	10-54-250
Total AUG2024:													
						26.27							
Total 1567 Bankcard Center:													
						26.27							
1567 Bankcard Center													
AUG2024	5	Invoice	Maverick GAS	08/16/2024	08/16/2024	104.06	Open Terms	None		.00		08/24	51-40-490
Total AUG2024:													
						104.06							
Total 1567 Bankcard Center:													
						104.06							
1567 Bankcard Center													
AUG2024	6	Invoice	valley nursery	08/16/2024	08/16/2024	35.00	Open Terms	None		.00		08/24	10-70-250
Total AUG2024:													
						35.00							
Total 1567 Bankcard Center:													
						35.00							
1567 Bankcard Center													
AUG2024	7	Invoice	Maverick	08/16/2024	08/16/2024	21.43	Open Terms	None		.00		08/24	10-70-140
Total AUG2024:													
						21.43							
Total 1567 Bankcard Center:													
						21.43							
1567 Bankcard Center													
AUG2024	8	Invoice	mountainland supply	08/16/2024	08/16/2024	278.19	Open Terms	None		.00		08/24	51-40-250

Utah City			Invoice Register - Single Line				Page: 13						
			Input Dates: 8/1/2024 - 8/31/2024				Sep 30, 2024 02:19PM						
Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total 1567 Bankcard Center:													
1567 Bankcard Center													
AUG2024	20	Invoice	state trailer supply	08/16/2024	08/16/2024	10.72	Open Terms	None		.00		08/24	10-77-250
Total AUG2024:													
Total 1567 Bankcard Center:													
1567 Bankcard Center													
AUG2024	21	Invoice	valley nursery landscape fa	08/16/2024	08/16/2024	131.20	Open Terms	None		.00		08/24	51-40-250
Total AUG2024:													
Total 1567 Bankcard Center:													
1567 Bankcard Center													
AUG2024	22	Invoice	Maverick	08/16/2024	08/16/2024	130.00	Open Terms	None		.00		08/24	51-40-490
Total AUG2024:													
Total 1567 Bankcard Center:													
1567 Bankcard Center													
AUG2024	23	Invoice	rural water association	08/16/2024	08/16/2024	750.00	Open Terms	None		.00		08/24	51-40-330
Total AUG2024:													
Total 1567 Bankcard Center:													
1567 Bankcard Center													
AUG2024	24	Invoice	bureau of Criminal ID	08/16/2024	08/16/2024	100.00	Open Terms	None		.00		08/24	10-42-330
Total AUG2024:													
Total 1567 Bankcard Center:													
1567 Bankcard Center													
AUG2024	25	Invoice	honey bucket hendrickson f	08/16/2024	08/16/2024	241.31	Open Terms	None		.00		08/24	10-77-250

Invoice Register - Single Line
Input Dates: 8/1/2024 - 8/31/2024

Uintah City

GL Period	Amount
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Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total 842 Rocky Mtn Power:													
179.78													
842 Rocky Mtn Power													
JULY0037	2	Invoice	Office #48068966-0037	08/05/2024	08/27/2024	115.06	Open Terms	None		.00		08/24	51-40-270
Total JULY0037:													
115.06													
Total 842 Rocky Mtn Power:													
115.06													
842 Rocky Mtn Power													
JULY0037	3	Invoice	Office #48068966-0037	08/05/2024	08/27/2024	64.72	Open Terms	None		.00		08/24	52-40-270
Total JULY0037:													
64.72													
Total 842 Rocky Mtn Power:													
64.72													
842 Rocky Mtn Power													
JULY0011	1	Invoice	Power 48068966-0011	08/05/2024	08/27/2024	330.02	Open Terms	None		.00		08/24	10-57-270
Total JULY0011:													
330.02													
Total 842 Rocky Mtn Power:													
330.02													
842 Rocky Mtn Power													
JULY0014	1	Invoice	Cemetery-#48997096-001	08/05/2024	08/27/2024	16.96	Open Terms	None		.00		08/24	10-77-270
Total JULY0014:													
16.96													
Total 842 Rocky Mtn Power:													
16.96													
842 Rocky Mtn Power													
JULY0015	1	Invoice	Office #43565236-0015	08/05/2024	08/27/2024	332.41	Open Terms	None		.00		08/24	10-70-270
Total JULY0015:													
332.41													
Total 842 Rocky Mtn Power:													
332.41													
2138 Verizon													
9970523071	1	Invoice	hotspot	08/02/2024	09/01/2024	48.06	Open Terms	None		.00		08/24	10-43-280

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total 9970523071:													
						48.06							
Total 2138 Verizon:													
						48.06							
670 Weber County Sheriff Office													
55672	1	Invoice	CONTRACT SERVICE AP	08/06/2024	09/05/2024	32,025.00	Open Terms	None		.00		08/24	10-42-620
Total 55672:													
						32,025.00							
Total 670 Weber County Sheriff Office:													
						32,025.00							
1733 Bonneville Communities That Care													
JULY-JUNE2	1	Invoice	Outreach and contractual e	08/05/2024	08/30/2024	500.00	Open Terms	None		.00		08/24	10-42-640
Total JULY-JUNE2024:													
						500.00							
Total 1733 Bonneville Communities That Care:													
						500.00							
Total 08/19/2024:													
						35,580.15							

8/19/2024 GL Period Summary

GL Period	Amount
08/24	35,580.15
Grand Totals:	35,580.15

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
08/23/2024													
1594 Les Olson Company													
MNS46628	1	Invoice	SUPPORT	08/16/2024	08/30/2024	1,462.27	Open Terms	None		.00		08/24	10-43-240
Total MNS46628:						1,462.27							
Total 1594 Les Olson Company:						1,462.27							
1432 Utah Retirement Systems													
080324URS	1	Invoice	URS corrections pay perio	08/03/2024	08/03/2024	37.85	Open Terms	None		.00		08/24	10-22235
Total 080324URS:						37.85							
Total 1432 Utah Retirement Systems:						37.85							
2171 Tony Coombs													
UIN23-2BON	1	Invoice	permit bond refund UIN23-	08/23/2024	08/23/2024	750.00	Open Terms	None		.00		08/24	10-32-210
Total UIN23-2BOND:						750.00							
Total 2171 Tony Coombs:						750.00							
Total 08/23/2024:						2,250.12							

8/23/2024 GL Period Summary	
GL Period	Amount
08/24	2,250.12
Grand Totals:	2,250.12

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total 2112 Michelle Mortensen:													
						26.80							
2112 Michelle Mortensen													
AUGUST AN	4	Invoice	URS TRAINING	08/30/2024	08/30/2024	40.20	Open Terms	None		.00		08/24	10-43-235
Total AUGUST AND SEPTEMBER:						40.20							
Total 2112 Michelle Mortensen:						40.20							
2112 Michelle Mortensen													
AUGUST AN	5	Invoice	utah league of city and tow	08/30/2024	08/30/2024	162.25	Open Terms	None		.00		08/24	10-43-230
Total AUGUST AND SEPTEMBER:						162.25							
Total 2112 Michelle Mortensen:						162.25							
2112 Michelle Mortensen													
AUGUST AN	6	Invoice	utah league mileage	08/30/2024	08/30/2024	37.58	Open Terms	None		.00		08/24	10-43-235
Total AUGUST AND SEPTEMBER:						37.58							
Total 2112 Michelle Mortensen:						37.58							
1688 My Style Photography													
MJNLP4031	1	Invoice	Pictures	08/13/2024	08/13/2024	108.00	Open Terms	None		.00		08/24	10-43-210
Total MJNLP4031:						108.00							
Total 1688 My Style Photography:						108.00							
220 Jones & Associates													
22318	1	Invoice	miscellaneous	07/31/2024	08/31/2024	318.00	Open Terms	None		.00		08/24	10-45-320
Total 22318:						318.00							
Total 220 Jones & Associates:						318.00							
220 Jones & Associates													
22318	2	Invoice	STreets Cemetary grant	07/31/2024	08/31/2024	1,203.75	Open Terms	None		.00		08/24	10-60-630

Invoice Register - Single Line		Page: 27											
Input Dates: 8/1/2024 - 8/31/2024		Sep 30, 2024 02:19PM											
Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	Terms	1099	Discount Date	Discount Amount	PO Number	Period	GL Account
Total SEP2024:													
Total 2150 Aaron, Stuart:													
Total 08/30/2024:													
8/30/2024 GL Period Summary													
GL Period Amount													
08/24 8,831.01													
Grand Totals: 8,831.01													
Grand Totals: 80,838.00													
Report GL Period Summary													
GL Period Amount													
08/24 80,888.75													
07/24 50.75-													
Grand Totals: 80,838.00													
Vendor number hash: 113803													
Vendor number hash - split: 189677													
Total number of invoices: 76													
Total number of transactions: 126													

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	80,838.00	.00	80,838.00
Grand Totals:	80,838.00	.00	80,838.00

REVENUE APPLIED TO:	Org #	for Week Ending

TOTAL REVENUE: 425.00Printed: 09/30/24 14:19:40

Revenue Distribution Summary
Journal 2024144 Journal Date: 09/24/2024

STATE SUBTOTALS:	90.74	0.00	0.00	0.00	0.00	0.00	0.00	90.74
GRAND TOTALS:	181.47	0.00	0.00	0.00	0.00	0.00	0.00	181.47
FN+ED+EW+PN								
		YB	HE	IR	RV	TR	Total	

DEPOSIT SUMMARY

DEPOSITS:

Journal	Journal Date	Amount
-----	-----	-----

TOTAL DEPOSITS:

NSF REVERSALS:

TOTAL NSF REVERSALS: 0.00

Prepared by

Phone #

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TAX REVENUE</u>					
10-31-100 CURRENT YEAR PROPERTY TAX-PTIF	405.77	682.04	49,602.00	48,919.96	1.4
10-31-150 FEE-IN-LIEU MOTOR VEH.-PTIF	319.44	548.76	6,000.00	5,451.24	9.2
10-31-200 PRIOR YEAR PROPERTY TAX-PTIF	2.40	4.10	1,000.00	995.90	.4
10-31-300 SALES AND USE TAX ALLOTMENT	27,641.30	55,550.95	335,500.00	279,949.05	16.6
10-31-400 FRANCHISE TAX (MUNICIPAL ENER)	7,650.86	11,970.24	82,000.00	70,029.76	14.6
10-31-500 TELECOMM. TAX	412.35	1,014.39	5,200.00	4,185.61	19.5
10-31-550 TRANSIENT ROOM TAX	1,579.48	2,182.61	15,000.00	12,817.39	14.6
10-31-600 LOCAL HWY/TRANSIT OPTION TAX	2,621.74	5,481.50	30,000.00	24,518.50	18.3
TOTAL TAX REVENUE	40,633.34	77,434.59	524,302.00	446,887.41	14.8
<u>LICENSE / PERMIT REVENUE</u>					
10-32-100 BUSINESS LICENSES	.00	300.00	25,000.00	24,700.00	1.2
10-32-200 CONDITIONAL USE PERMIT	.00	.00	300.00	300.00	.0
10-32-210 BUILDING PERMIT & 1% SURCHARGE	(1,757.33)	44,890.86	240,000.00	195,109.14	18.7
TOTAL LICENSE / PERMIT REVENUE	(1,757.33)	45,190.86	265,300.00	220,109.14	17.0
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-170 CULTURAL-RECREATION-RAMP	.00	.00	5,000.00	5,000.00	.0
10-33-560 CLASS "C" ROAD FUND ALLOTMENT	.00	.00	65,000.00	65,000.00	.0
10-33-580 STATE LIQUOR FUND ALLOTMENT	.00	.00	500.00	500.00	.0
10-33-700 LOCAL GRANTS	.00	.00	9,000.00	9,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	79,500.00	79,500.00	.0
<u>REVENUE FOR SERVICES</u>					
10-34-400 FIRE STATION RENT	.00	.00	36,000.00	36,000.00	.0
10-34-460 ADMIN FEES/ PC PLAN REVIEWS	.00	.00	1,500.00	1,500.00	.0
10-34-475 PARK RENTAL FEES	(380.00)	(320.00)	3,500.00	3,820.00	(9.1)
10-34-810 SALE OF CEMETERY LOTS	8,500.00	12,700.00	35,000.00	22,300.00	36.3
10-34-830 BURIAL FEES	.00	.00	5,000.00	5,000.00	.0
TOTAL REVENUE FOR SERVICES	8,120.00	12,380.00	81,000.00	68,620.00	15.3
<u>FINES / FORFEITURE REVENUE</u>					
10-35-100 COURT FINES	8,100.00	13,190.00	55,000.00	41,810.00	24.0
10-35-250 TRAFFIC SCHOOL	100.00	175.00	1,000.00	825.00	17.5
10-35-330 HUNTSVILLE PARKING TICKETS	(500.00)	(750.00)	.00	750.00	.0
TOTAL FINES / FORFEITURE REVENUE	7,700.00	12,615.00	56,000.00	43,385.00	22.5

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
10-38-100 INTEREST EARNINGS	5,328.71	10,710.02	35,000.00	24,289.98	30.6
10-38-250 MISCELLANEOUS REVENUE-ZIONS	500.00	500.00	2,500.00	2,000.00	20.0
10-38-300 EASTER	.00	.00	2,000.00	2,000.00	.0
10-38-360 U-DAY PROCEEDS	2.00	1,005.73	4,000.00	2,994.27	25.1
10-38-470 SALMON DINNER	.00	.00	4,000.00	4,000.00	.0
10-38-490 RECREATION FEES	.00	.00	200.00	200.00	.0
TOTAL MISCELLANEOUS REVENUE	5,830.71	12,215.75	47,700.00	35,484.25	25.6
TOTAL FUND REVENUE	60,526.72	159,836.20	1,053,802.00	893,965.80	15.2

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE EXPENSE</u>					
10-41-110 SALARIES - MAYOR AND COUNCIL	1,700.00	3,400.00	20,400.00	17,000.00	16.7
10-41-130 EMPLOYEE BENEFITS	133.65	267.30	1,500.00	1,232.70	17.8
10-41-330 EDUCATION AND TRAINING	.00	.00	500.00	500.00	.0
TOTAL LEGISLATIVE EXPENSE	1,833.65	3,667.30	22,400.00	18,732.70	16.4
<u>JUSTICE / SAFETY EXPENSE</u>					
10-42-110 SALARIES AND WAGES	5,980.00	9,950.62	60,000.00	50,049.38	16.6
10-42-120 TELEPHONE ALLOWANCE	70.00	105.00	420.00	315.00	25.0
10-42-130 EMPLOYEE BENEFITS	1,269.98	2,970.67	10,400.00	7,429.33	28.6
10-42-138 POSTAGE	.00	.00	1,000.00	1,000.00	.0
10-42-230 TRAVEL	147.50	147.50	800.00	652.50	18.4
10-42-235 MILEAGE REIMBURSEMENT	434.16	434.16	800.00	365.84	54.3
10-42-240 OFFICE SUPPLIES AND EXPENSE	148.55	172.12	5,000.00	4,827.88	3.4
10-42-310 PROFESSIONAL & TECHNICAL	746.36	1,037.36	8,000.00	6,962.64	13.0
10-42-330 EDUCATION AND TRAINING	100.00	100.00	1,200.00	1,100.00	8.3
10-42-415 SURCHARGE-UTAH STATE TREASURER	2,077.93	4,803.07	20,000.00	15,196.93	24.0
10-42-420 HUNTSVILLE COURT FINES	.00	.00	2,500.00	2,500.00	.0
10-42-620 WEBER COUNTY SHERIFF	32,025.00	32,025.00	200,000.00	167,975.00	16.0
10-42-630 WITNESS FEES	.00	.00	150.00	150.00	.0
10-42-640 TRAFFIC SCHOOL	500.00	500.00	1,500.00	1,000.00	33.3
TOTAL JUSTICE / SAFETY EXPENSE	43,499.48	52,245.50	311,770.00	259,524.50	16.8
<u>ADMINISTRATIVE EXPENSE</u>					
10-43-110 SALARIES AND WAGES	12,108.87	19,463.61	105,000.00	85,536.39	18.5
10-43-130 EMPLOYEE BENEFITS	3,129.62	6,841.71	28,900.00	22,058.29	23.7
10-43-135 CHRISTMAS	.00	.00	1,500.00	1,500.00	.0
10-43-210 BOOKS, SUBSCRIPTIONS & MEMBERS	236.02	236.02	3,500.00	3,263.98	6.7
10-43-220 PUBLIC NOTICES	.00	.00	500.00	500.00	.0
10-43-230 TRAVEL	381.58	381.58	2,500.00	2,118.42	15.3
10-43-235 MILEAGE REIMBURSEMENT	403.13	439.63	1,500.00	1,060.37	29.3
10-43-240 OFFICE SUPPLIES AND EXPENSE	38.61	38.61	3,500.00	3,461.39	1.1
10-43-250 EQUIPMENT-SUPPLIES & MAINTENAN	.00	.00	8,000.00	8,000.00	.0
10-43-260 N/A	.00	.00	1,000.00	1,000.00	.0
10-43-270 UTILITIES	179.78	315.98	10,000.00	9,684.02	3.2
10-43-280 TELEPHONE	410.19	830.64	2,000.00	1,169.36	41.5
10-43-310 PROFESSIONAL & TECHNICAL SERVI	7,084.12	21,764.31	55,000.00	33,235.69	39.6
10-43-320 ATTORNEY	1,500.00	2,250.00	10,000.00	7,750.00	22.5
10-43-330 EDUCATION AND TRAINING	390.00	635.80	1,500.00	864.20	42.4
10-43-440 BANK CHARGES	103.00	218.00	1,500.00	1,282.00	14.5
10-43-450 PAYROLL TAX EXPENSE	54.79	141.19	1,000.00	858.81	14.1
10-43-480 SPECIAL DEPARTMENT SUPPLIES	.00	.00	2,500.00	2,500.00	.0
10-43-510 INSURANCE AND SURETY BONDS	.00	464.09	20,000.00	19,535.91	2.3
10-43-610 MISCELLANEOUS SUPPLIES - ZIONS	190.11	206.29	3,500.00	3,293.71	5.9
TOTAL ADMINISTRATIVE EXPENSE	26,209.82	54,227.46	262,900.00	208,672.54	20.6

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING COMMISSION EXPENSE</u>					
10-45-110 SALARIES AND WAGES	640.00	1,110.00	5,000.00	3,890.00	22.2
10-45-130 EMPLOYEE BENEFITS	22.95	45.90	350.00	304.10	13.1
10-45-240 OFFICE SUPPLIES AND EXPENSE	.00	178.81	750.00	571.19	23.8
10-45-320 ATTORNEY/ENGINEER	1,740.00	1,819.50	30,000.00	28,180.50	6.1
TOTAL PLANNING COMMISSION EXPENSE	2,402.95	3,154.21	36,100.00	32,945.79	8.7
<u>BUILDING INSPECTION EXPENSE</u>					
10-47-210 BOOKS, SUBSCRIPTIONS & MEMBERS	.00	3,886.00	6,000.00	2,114.00	64.8
10-47-240 OFFICE SUPPLIES AND EXPENSE	.00	.00	1,000.00	1,000.00	.0
10-47-310 PROF & TECH	1,350.00	2,957.50	15,000.00	12,042.50	19.7
10-47-330 EDUCATION AND TRAINING	.00	.00	1,000.00	1,000.00	.0
10-47-340 BUILDING PERMITS/FEES	.00	51.24	300.00	248.76	17.1
TOTAL BUILDING INSPECTION EXPENSE	1,350.00	6,894.74	23,300.00	16,405.26	29.6
<u>NON-DEPARTMENTAL EXPENSE</u>					
10-50-370 ELECTIONS	.00	.00	1,000.00	1,000.00	.0
TOTAL NON-DEPARTMENTAL EXPENSE	.00	.00	1,000.00	1,000.00	.0
<u>GOVERNMENT BUILDINGS EXPENSE</u>					
10-51-110 SALARIES AND WAGES	769.23	1,181.01	5,000.00	3,818.99	23.6
10-51-130 EMPLOYEE BENEFITS	88.50	225.28	1,000.00	774.72	22.5
10-51-250 BUILDING - SUPPLIES & MAINT.	226.22	3,032.18	27,000.00	23,967.82	11.2
10-51-260 GROUNDS - SUPPLIES & MAINT.	.00	50.75	1,500.00	1,449.25	3.4
10-51-270 UTILITIES	21.01	140.85	.00	(140.85)	.0
TOTAL GOVERNMENT BUILDINGS EXPENSE	1,104.96	4,630.07	34,500.00	29,869.93	13.4
<u>PUBLIC WORKS EXPENSE</u>					
10-54-110 SALARIES AND WAGES	9,324.83	18,833.04	80,000.00	61,166.96	23.5
10-54-130 EMPLOYEE BENEFITS	2,029.92	6,471.44	15,000.00	8,528.56	43.1
10-54-250 EQUIPMENT-SUPPLIES & MAINTENAN	84.74	120.72	.00	(120.72)	.0
10-54-280 TELEPHONE	.00	.00	1,500.00	1,500.00	.0
TOTAL PUBLIC WORKS EXPENSE	11,439.49	25,425.20	96,500.00	71,074.80	28.4
<u>ANIMAL CONTROL EXPENSE</u>					
10-55-310 PROFESSIONAL & TECHNICAL	1,435.00	1,435.00	10,000.00	8,565.00	14.4
TOTAL ANIMAL CONTROL EXPENSE	1,435.00	1,435.00	10,000.00	8,565.00	14.4

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE / PUBLIC SAFETY EXPENSE</u>					
10-57-250 EQUIPMENT SUPPLIES & MAINTENAN	178.00	178.00	1,000.00	822.00	17.8
10-57-270 UTILITIES	330.02	632.69	1,500.00	867.41	42.2
10-57-280 TELEPHONE	152.94	305.88	2,500.00	2,194.12	12.2
10-57-490 GASOLINE	.00	100.66	.00	(100.66)	.0
TOTAL FIRE / PUBLIC SAFETY EXPENSE	660.96	1,217.13	5,000.00	3,782.87	24.3
<u>STREET EXPENSE</u>					
10-60-250 EQUIPMENT-SUPPLIES & MAINTENAN	113.84	166.88	14,000.00	13,833.12	1.2
10-60-275 UTILITIES-STREET LIGHTS	664.56	1,283.48	7,500.00	6,216.52	17.1
10-60-480 RAW MATERIALS	.00	.00	4,500.00	4,500.00	.0
10-60-490 GASOLINE	.00	85.43	7,000.00	6,914.57	1.2
10-60-610 MISCELLANEOUS SUPPLIES	.00	13.82	.00	(13.82)	.0
10-60-630 RAILROAD CROSSING GRANT	1,203.75	1,203.75	.00	(1,203.75)	.0
10-60-650 CLASS 'C' ROAD EXPENDITURES	.00	254.60	75,000.00	74,745.40	.3
TOTAL STREET EXPENSE	1,982.15	3,007.96	108,000.00	104,992.04	2.8
<u>PARK & RECREATION EXPENSE</u>					
10-70-140 GASOLINE	21.43	21.43	1,000.00	978.57	2.1
10-70-160 EASTER	.00	.00	2,000.00	2,000.00	.0
10-70-250 EQUIPMENT-SUPPLIES & MAINTENAN	219.34	219.34	7,000.00	6,780.66	3.1
10-70-270 UTILITIES (OLD TOWN HALL)	352.63	587.96	2,200.00	1,612.04	26.7
10-70-350 SALMON DINNER	.00	4,900.90	4,000.00	(900.90)	122.5
10-70-360 U DAY / HOLIDAY ACTIVITIES	.00	2,596.07	4,000.00	1,403.93	64.9
10-70-700 RAMP TAX	.00	.00	5,000.00	5,000.00	.0
TOTAL PARK & RECREATION EXPENSE	593.40	8,325.70	25,200.00	16,874.30	33.0
<u>CEMETERY EXPENSE</u>					
10-77-110 SALARIES AND WAGES	234.39	234.39	5,000.00	4,765.61	4.7
10-77-120 TELEPHONE ALLOWANCE	140.00	210.00	1,200.00	990.00	17.5
10-77-130 EMPLOYEE BENEFITS	18.85	18.85	.00	(18.85)	.0
10-77-140 GASOLINE	242.23	533.84	1,200.00	666.16	44.5
10-77-250 EQUIPMENT SUPPLIES AND MAINTEN	382.36	476.03	15,000.00	14,523.97	3.2
10-77-270 UTILITIES	16.96	31.77	600.00	568.23	5.3
TOTAL CEMETERY EXPENSE	1,034.79	1,504.88	23,000.00	21,495.12	6.5
<u>GENERAL EXPENSE</u>					
10-80-620 WEB-PAGE	2,500.00	7,700.00	6,295.00	(1,405.00)	122.3
TOTAL GENERAL EXPENSE	2,500.00	7,700.00	6,295.00	(1,405.00)	122.3

UTAH CITY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MISCELLANEOUS EXPENSE</u>					
10-90-200 TRANSFERS OUT	.00	.00	87,837.00	87,837.00	.0
TOTAL MISCELLANEOUS EXPENSE	.00	.00	87,837.00	87,837.00	.0
TOTAL FUND EXPENDITURES	96,046.65	173,435.15	1,053,802.00	880,366.85	16.5
NET REVENUE OVER EXPENDITURES	(35,519.93)	(13,598.95)	.00	13,598.95	.0

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

WATER ENTERPRISE FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL REVENUE</u>					
51-36-100 EXCESS FUND BAL.BE APPROP.	.00	.00	80,100.00	80,100.00	.0
TOTAL GENERAL REVENUE	.00	.00	80,100.00	80,100.00	.0
<u>WATER REVENUE</u>					
51-37-100 WATER SALES	49,793.75	109,548.25	340,000.00	230,451.75	32.2
51-37-200 CONNECTION FEES-NEW HOUSE	.00	.00	1,000.00	1,000.00	.0
51-37-250 METERS	.00	.00	1,500.00	1,500.00	.0
51-37-300 PENALTIES & FORFEITURES	336.00	624.00	5,000.00	4,376.00	12.5
51-37-500 GARBAGE SALES - NOT USED	140.00	140.00	.00	(140.00)	.0
TOTAL WATER REVENUE	50,269.75	110,312.25	347,500.00	237,187.75	31.7
<u>MISCELLANEOUS REVENUE</u>					
51-38-100 INTEREST EARNINGS	2,205.36	4,410.05	50,000.00	45,589.95	8.8
51-38-500 IMPACT FEES/WATER	.00	.00	20,000.00	20,000.00	.0
51-38-505 WEBER BASIN IMPACT FEE	.00	.00	200,000.00	200,000.00	.0
TOTAL MISCELLANEOUS REVENUE	2,205.36	4,410.05	270,000.00	265,589.95	1.6
TOTAL FUND REVENUE	52,475.11	114,722.30	697,600.00	582,877.70	16.5

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

WATER ENTERPRISE FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENSE</u>					
51-40-110 SALARIES AND WAGES	4,856.86	5,856.86	100,000.00	94,143.14	5.9
51-40-130 EMPLOYEE BENEFITS	884.38	1,125.85	20,000.00	18,874.15	5.6
51-40-210 BOOKS, SUBSCRIPTIONS & MEMBERS	.00	.00	2,250.00	2,250.00	.0
51-40-230 TRAVEL	.00	.00	1,500.00	1,500.00	.0
51-40-235 MILEAGE REIMBURSEMENT	.00	.00	1,650.00	1,650.00	.0
51-40-240 OFFICE SUPPLIES AND EXPENSE	295.65	860.59	7,500.00	6,639.41	11.5
51-40-250 EQUIPMENT-SUPPLIES & MAINTENAN	3,303.84	12,534.12	35,000.00	22,465.88	35.8
51-40-260 BLDGS & GROUNDS - SUPPLIES & M	204.21	204.21	.00	(204.21)	.0
51-40-270 UTILITIES	128.29	228.17	3,000.00	2,771.83	7.6
51-40-290 UNIFORM ALLOWANCE	.00	.00	1,000.00	1,000.00	.0
51-40-310 PROFESSIONAL & TECHNICAL SERVI	1,352.50	1,564.84	11,800.00	10,235.16	13.3
51-40-330 EDUCATION AND TRAINING	750.00	889.00	2,000.00	1,111.00	44.5
51-40-460 WATER PURCHASES (WEBER BASIN)	.00	.00	190,000.00	190,000.00	.0
51-40-470 WATER PURCHASES (MOUNTAIN STR)	.00	.00	900.00	900.00	.0
51-40-490 GASOLINE	527.91	671.89	2,000.00	1,328.11	33.6
51-40-630 WATER SAMPLES	24.00	48.00	4,000.00	3,952.00	1.2
51-40-640 EMERGENCY	.00	.00	10,000.00	10,000.00	.0
51-40-650 DEPRECIATION	.00	.00	105,000.00	105,000.00	.0
51-40-750 CAPITAL OUTLAY - INFRASTRUCTUR	.00	246.00	.00	(246.00)	.0
51-40-905 IMPACT FEES WEBER BASIN	.00	.00	200,000.00	200,000.00	.0
TOTAL WATER EXPENSE	12,327.64	24,229.53	697,600.00	673,370.47	3.5
TOTAL FUND EXPENDITURES	12,327.64	24,229.53	697,600.00	673,370.47	3.5
NET REVENUE OVER EXPENDITURES	40,147.47	90,492.77	.00	(90,492.77)	.0

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GARBAGE ENTERPRISE FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL REVENUE</u>					
52-36-100 EXCESS FUND BAL.BE APPROP.	.00	.00	(400.00)	(400.00)	.0
TOTAL GENERAL REVENUE	.00	.00	(400.00)	(400.00)	.0
<u>GARBAGE REVENUE</u>					
52-37-100 GARBAGE SALES	7,542.00	15,062.48	75,500.00	60,437.52	20.0
52-37-200 RECYCLING SALES	3,127.04	6,264.56	32,000.00	25,735.44	19.6
52-37-250 DUMPSTER SALES	140.00	280.00	1,400.00	1,120.00	20.0
TOTAL GARBAGE REVENUE	10,809.04	21,607.04	108,900.00	87,292.96	19.8
<u>MISCELLANEOUS REVENUE</u>					
52-38-100 INTEREST EARNINGS	881.87	1,700.62	5,000.00	3,299.38	34.0
TOTAL MISCELLANEOUS REVENUE	881.87	1,700.62	5,000.00	3,299.38	34.0
TOTAL FUND REVENUE	11,690.91	23,307.66	113,500.00	90,192.34	20.5

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

GARBAGE ENTERPRISE FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GARBAGE EXPENSE</u>					
52-40-110 SALARIES AND WAGES	.00	.00	6,000.00	6,000.00	.0
52-40-130 EMPLOYEE BENEFITS	.00	.00	1,500.00	1,500.00	.0
52-40-240 OFFICE SUPPLIES AND EXPENSE	40.33	78.19	1,500.00	1,421.81	5.2
52-40-270 UTILITIES	110.83	159.85	1,500.00	1,340.15	10.7
52-40-310 PROFESSIONAL & TECHNICAL	.00	.00	2,000.00	2,000.00	.0
52-40-410 RECYCLING DISPOSAL (WASTE MNG)	3,336.40	6,672.80	40,000.00	33,327.20	16.7
52-40-420 GARBAGE - DISPOSAL (WASTE MNG)	6,329.80	12,654.73	60,000.00	47,345.27	21.1
52-40-440 DUMPSTER EXPENSE	.00	119.08	1,000.00	880.92	11.9
TOTAL GARBAGE EXPENSE	9,817.36	19,684.65	113,500.00	93,815.35	17.3
TOTAL FUND EXPENDITURES	9,817.36	19,684.65	113,500.00	93,815.35	17.3
NET REVENUE OVER EXPENDITURES	1,873.55	3,623.01	.00	(3,623.01)	.0

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

STORM WATER ENTERPRISE FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL REVENUE</u>					
53-36-100 EXCESS FUND BAL.BE APPROP.	.00	.00	800.00	800.00	.0
TOTAL GENERAL REVENUE	.00	.00	800.00	800.00	.0
<u>STORM WATER REVENUE</u>					
53-37-100 STORM WATER UTILITY FEE	962.95	1,925.97	19,000.00	17,074.03	10.1
53-37-200 STORM WATER PERMIT	.00	.00	1,500.00	1,500.00	.0
TOTAL STORM WATER REVENUE	962.95	1,925.97	20,500.00	18,574.03	9.4
<u>MISCELLANEOUS REVENUE</u>					
53-38-100 INTEREST EARNINGS	405.50	819.50	2,700.00	1,880.50	30.4
TOTAL MISCELLANEOUS REVENUE	405.50	819.50	2,700.00	1,880.50	30.4
TOTAL FUND REVENUE	1,368.45	2,745.47	24,000.00	21,254.53	11.4

UINTAH CITY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2024

STORM WATER ENTERPRISE FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORM WATER EXPENSE</u>					
53-40-110 SALARIES AND WAGES	305.08	305.08	2,500.00	2,194.92	12.2
53-40-130 EMPLOYEE BENEFITS	79.39	79.39	1,000.00	920.61	7.9
53-40-240 OFFICE SUPPLIES AND EXPENSE	.00	.00	1,000.00	1,000.00	.0
53-40-310 PROFESSIONAL & TECHNICAL SERVI	28.00	51.75	7,000.00	6,948.25	.7
53-40-650 DEPRECIATION	.00	.00	5,000.00	5,000.00	.0
TOTAL STORM WATER EXPENSE	412.47	436.22	16,500.00	16,063.78	2.6
<u>STORM WATER</u>					
53-50-100 BUDGETED INCREASE IN FUND BALA	.00	.00	7,500.00	7,500.00	.0
TOTAL STORM WATER	.00	.00	7,500.00	7,500.00	.0
TOTAL FUND EXPENDITURES	412.47	436.22	24,000.00	23,563.78	1.8
NET REVENUE OVER EXPENDITURES	955.98	2,309.25	.00	(2,309.25)	.0

**UINTAH CITY ORDINANCE
No. 291-24**

AN ORDINANCE AMENIDNG TITLE 1 SECTION 6, ADDING GOVERNMENTAL SUCCESSION.

WHEREAS, the City Council finds and determines that the City, from time to time, needs to amend its laws, rules and regulations found within the city code to correct errors, omissions, perform updates or to better clarify language, add meaning or definitions;

WHEREAS, the city feels such change is in the best interest of the city of the Uintah City.

NOW THEREFORE, be it ordained by the city council of Uintah City:

SECTION 1. That Title 6 Chapter 2 Section 6 of the Uintah City code will be named Governmental Succession.

SECTION 2. That the subsection 6-2-6A will read as follows:

- A. In the event of an emergency the Powers of the Mayor shall remain with the Mayor as long as they are able to perform their duties.
 - 1. Should the Mayor be unable to perform their duties in the event of an emergency, the following shall be the order of succession:
 - a. Mayor
 - b. Mayor Pro Tempore
 - c. Most Senior Member of City Council (based on years of service)
 - d. City Recorder/Administrator

SECTION 3. This ordinance shall become effective on the date of its first publication.

Passed by the city council of Uintah City, Utah this 1st day of October 2024.

Mayor Gordon Cutler

Date

Ordinance No. 291-24
Title 1 Amendments
October 1, 2024
Page 1 of 2

ATTEST:

City Recorder Michelle Mortensen

Date

	VOTE: YES	NO
Mayor Cutler	_____	_____
Councilmember Bell	_____	_____
Councilmember Combe	_____	_____
Councilmember Roberts	_____	_____
Councilmember Guiller	_____	_____

UINTAH CITY EMERGENCY OPERATIONS PLAN



ESTABLISHED OCTOBER 2024

Introduction

This Plan is designed to assist City officials, staff, and outside agencies prior to and during times of emergencies and disasters. Each section contains major activities or procedures that may need to be organized and/or accomplished depending upon the size, scope and nature of an emergency or disaster. The activation of this plan and the numbers of responders needed to assist in the Emergency Operations Center (EOC) and/or in the field will depend on the nature and size of the emergency or disaster. Additionally, this plan is designed to be modular so that it can be activated fully or in part, depending on the situation. Each elected official, employee, and designated volunteer should familiarize themselves with the requirements and complexities of their respective role, with specific focus on what will be required of them before, during, and after an emergency or disaster. Other assignments of an Ad Hoc nature, which are not outlined in this manual, may be given as circumstances require.

References

Uintah City responds to emergencies in accordance with principles of the Incident Command System (ICS) as identified in the National Incident Management System (NIMS). The City EOC is also organized within NIMS guidelines. The Uintah City Mayor and City Council will comprise the EOC Policy Group and provide overall direction and support to the EOC and responders in the field.

Administration and Logistics

During a disaster response, some administrative policies and procedures may need to be suspended, relaxed, or made optional under threat of disaster. However, such actions should be carefully considered, and the consequences should be projected. **Details of purchasing and contracting must be maintained (i.e. Purchase Order Process).** City employees, volunteers, and mutual aid resources must maintain complete documentation of all hours and costs associated with the disaster response. **ICS Activity Log Form 214 (see Appendix A).**

Emergency Operation Center

The Uintah City Emergency Operations Center (EOC) function is to be the center for communication, information, and coordination during a state of emergency. The EOC Policy and Operations groups are located at the Uintah City Hall. The Scout House will serve as a backup should the other be unavailable. The EOC serves five main objectives: 1) Situational Assessment, 2) Direction and Control, 3) Coordination, 4) Priority establishment, and 5) Resource Management. 6) Documentation of all activities and resources used. The City EOC and the **clearly established** on-site Incident Command will operate within National Incident Management System (NIMS) guidelines.

Uintah City's EOC locations:

1) Operations Group

Primary Location:

Uintah City Hall-EOC, 2191 E. 6550 S. Uintah, Utah

Secondary location:

Uintah City Scout House, 2105 E. 6550 S., Uintah, Utah

EOC Team Objectives:

- 1) Situation Assessment
- 2) Direction and Control
- 3) Coordination
- 4) Priority Establishment
- 5) Resource Management
- 6) Documentation

Activation of EOC

The EOC can be activated, on advice of any Department Head, City Emergency Manager or City Administrator, by the mayor, or, if the mayor is unavailable, the EOC is activated by the following City Officials: 1) Mayor/Mayor Pro Tempore, 2) City Council Member, or 3) City Administrator following the "Continuity of Government" line of succession (see below).

The line of succession for Uintah City's continuity of government, in case the chief elected official is not available, is as follows, as outlined in Uintah City Code (**Section 1-6-6**):

- A. Mayor
- B. Mayor Pro Tempore
- C. Most Senior Member of City Council (based on years of service)
- D. City Recorder/ Administrator

Documentation

All responders (employees, contractors, volunteers, etc.) must keep good records! Documentation is required for all activities, decisions, communications, significant events, money spent, resources used, information received, hours spent responding, and any other important information associated with the disaster response. This information will be important when assuring public and responder safety, as well as for determining disaster level, expense reimbursement, and if necessary, a disaster declaration. **USE ICS Activity Log Form 214 (see Appendix A).**

Message Format

Any message used during an emergency shall contain, but not be limited to the following information: Receiving party (To:), Sending party (From:), Date, Time, Sending Party sent (Via:), Priority, the message, Resources Requested, and Action taken (if any). All messages, or copies of messages must be saved and provided to the City Recorder. This will be done by using **ICS General Message Form 213 (see Appendix B)**.

Operational Concept

Uintah City will utilize a simple Emergency Level Response System to help clarify the impact of the emergency on the city and to alert city officials as to the need for EOC activation.

The emergency response levels outlined below are declared by the on-scene incident commanders in consultation with Public Works Director, City Recorder/Administrator and the Mayor or Mayor's designee (see Continuity of Government). When an incident reaches a magnitude where it is determined by incident commanders that an emergency exists or is imminent, then the on-scene commanders will notify the Public Works Director, City Recorder/Administrator, City Emergency Manager and the Mayor to discuss:

- A. Impact of the Event on the City and its resources.
- B. Situation Status (what has happened, what is happening, what may happen).
- C. Resource Status (resources on-scene, resources en route, resources needed).
- D. Need for Declaration of Emergency Level.

Emergency response is always guided by the following priorities:

- 1) Life Safety
- 2) Protection of Property
- 3) Incident Stabilization

The following checklists for the respective Emergency would then be followed by the mayor and on-scene Commander based on the priorities above.

Level 1 Emergency Regular Incident (i.e. Regular Water Leak, Sewer Backup, or Storm Water Backup)

A. Definition of a level 1 Emergency - Any unexpected occurrence that can be met with the City's normally available resources. This would include resources from contract outside agencies (i.e., Weber County Fire District). A Level 1 Emergency might require all city resources, but not overwhelm the City's response capabilities.

B. Responsibility -The public works director is responsible for the decision-making to resolve the incident. **The public works director or designee will act as Incident Commander.**

C. Actions - The public works director shall set up an on-site command post as appropriate. No citywide action is required.

D. Notifications - Mayor, Weber Fire, Sheriff's office, city recorder, and others as necessary, as determined by the Incident Commander.

E. Press Relations - Press relations will be handled by the Mayor or Public Information Officer (PIO).

F. EOC - Personnel will report to the on-scene command post. The EOC is not activated under a Level 1 Emergency.

NOTE: If a large-scale evacuation (15 + homes) is required for an extended period, the emergency level will automatically change from a Level 1 to Level 2 and the City EOC shall be activated.

Level 2 Emergency Major Incident (i.e. Incident affecting Major Traffic Arteries or Multiple Residences)

A. Definition of a Level 2 Emergency - Any unexpected occurrence that overwhelms the City's response capabilities and resources. A Level 2 Emergency requires additional resources beyond a typical response pattern. Such emergencies require a cooperative effort and a commitment of personnel, equipment, or resources that would upset the regular working routine of all responding departments or agencies.

B. Responsibility - The primary decision-making responsibility rests with the EOC. The nature of this emergency will require a cooperative effort between all City departments and outside agencies and/or jurisdictions that are responding on behalf of the city.

C. Notification - Mayor, City Council, Public Works Director, Emergency Manager, Volunteer Coordinator, and other agencies as appropriate will be notified.

D. Actions - The Mayor or designee, in consultation with the Incident Commander, will activate the EOC. The Incident Commander, working with members of the EOC, and under the direction of the EOC Director, in consultation with Mayor or designee will organize and coordinate the City's response. The departments responsible for on-scene management will establish an on-site command post and notify all responding agencies (and the EOC) of the location. The on-site command post will coordinate directly with the EOC.

E. Press Relations - Press relations will be handled by the Council Member over Emergency Operations or the Public Information Officer. The EOC Director may authorize the formation of a Joint Information Center (JIC) if it is determined a JIC would aid in the disbursement of information during an emergency.

F. EOC - Activated. EOC personnel will report to the EOC location identified during the call-out.

NOTE:

If necessary to assist the City EOC, the EOC Director will determine if it is necessary to contact Weber County Emergency Management for additional assistance and resources. The County Emergency Manager will work with the City EOC for coordination and support.

A Joint Information Center (JIC) may be activated (regardless of whether the City EOC is being activated) to support the City's information needs.

Response Checklist

The attached checklists should be followed by all City staff and outside agencies who are assigned to respond to the City EOC in the event of a large-scale emergency or disaster.

There is one generic checklist, followed by many position-specific checklists.

EOC Team members should be familiar with the attached checklists and should understand their roles and responsibilities.

Upon notification of an emergency/disaster: Report to the EOC

- Get background information from the person(s) who notified you of the emergency.
 1. Location
 2. Incident size and type
 3. Type and scope of damage
 4. Response up to now
- Make arrangements for family/household needs. If a household member is injured or your house is severely damaged, **take care of those matters first**. Come to work as soon as possible.
- Bring personal supplies for 72-hour needs, i.e., toothbrush, deodorant, personal medication, a change of clothes if possible. Each employee is encouraged to have a go-bag prepared before an emergency.
- Report to the primary EOC location, unless instructed to report elsewhere. (Alternate EOC locations is Uintah City Scout House).
- Employee welfare and the welfare of the employees' families are of utmost concern to the city. **All individuals are encouraged to be prepared for a disaster and to prepare their families as well.**

Keep good records:

- Record all activities, decisions, communications, significant events, money spent, resources used, information you receive, etc.
- Record what you did and why.
- Keep an accurate log of hours worked.
- Ensure that everyone under your control, including volunteers, keeps good records.
- Submit records to the City Recorder regularly.
- Some important records to keep include:
 - Response activities
 - Estimates of damage
 - Workforce and equipment utilized, including names, phone numbers, hours worked, and duties.
 - Mutual aid assistance requested and/or provided.
 - Financial expenditures
 - Federal and State reports

USE ICS Activity Log Form 214 (see Appendix A).

As an EOC Team member:

- Assist in determining the priorities and objectives for the situation.
- Help identify financial and/or resource needs.
- Oversee the coordination and implementation of response activities for your assigned emergency functions.
- Allocate and account for resources under your respective control.
- Help acquire additional financial and/or material support as needed.
- Attend EOC Team briefings. Update the EOC Team about response activities for your assigned emergency function. **(See List of Emergency Support Functions (ESF), Appendix C).**
- Get several assistants to help with:
 - Clerical duties
 - Running errands and messages
 - Emergency responsibilities
- Determine the status of the resources under your control:
 - Personnel
 - Equipment, buildings, offices
 - Fleet resources
 - Heavy equipment
 - Communications
 - Computers
 - Materials

Policy Group/ Logistics Section* (Section Chief (Mayor or Designee))

Mayor Gordon Cutler

City Council Members

*The logistics section:

- 1.) Gets the supplies, food, water, etc. for the EOC staff as well as incident staff at a pre-determined location **(NOT Incident Command Post)**, during the activation.
- 2.) Helps find additional resources for EOC, including the Ops section if they run out of resources or mutual aid.

EOC Command Staff (EOC Director (City Emergency Manager)) -

City Attorney/ Matt Wilson

Emergency Manager/ PIO Michelle Mortensen

Liaison with Policy, Planning and Operation Groups Council Member Guillen

Planning Group (This is the group that should be developing the Incident Action Plan and presenting it in a briefing to the rest of the EOC)

Finance and Administration Section (Section Chief (Finance Director))

Finance Director/Treasurer Mike Ulrich

Volunteer Coordinator Council Member Bell

Community Development Matt Hartvigsen

Communications Brindy Woodbury

Operations Section (these are leaders of our "Boots on the Ground")

(Section Chief (Public Works Director or Police Chief) Dependent on Operation type.)

Public Works Director Jack Burton

Weber County Sheriff Ryan Arbon

Weber County Fire Chief Britt Clark

Weber County Fire Deputy Chief Jared Taylor

Fire Marshall David Reed

Building Official Jeff Monroe

IT Manager Les Olsen

Inspections Jeff Monroe

Public Works Tim Kendell

Public Works Jeff Holden

(Additional Operations Group personnel, as needed, which may include any of those listed below, or may include other entities as determined to be necessary during the emergency.)

Weber School District
Weber County Dispatch
Utah Transit Authority
Public Utilities
Public Health Administration/Hospital Representatives
Utah Department of Transportation
Weber County Emergency Management
Weber County Search and Rescue
U.S. Forest Service

Uintah City Critical Facilities:

City Offices- 2191 E. 6550 S.
(EOC)

Scout House – 2105 E. 6550 S.
(Backup EOC)

Uintah Fire Station - 2405 Bell Lane
Public Works – 2405 Bell Lane Ste. A

Uintah City Water Sources

Bybee Tanks – 6400 Bybee Drive

Schools/Daycare:

Just for Kids Preschool – 6726 S. 1540 E. 801-458-8807
Sketti'O's Family Childcare – 2043 E. 6650 S. 801-425-5654

Traffic Control Devices:

US Highway 89 S./ 6600 – UDOT maintained

EMERGENCY OPERATIONS PLAN SUMMARY

Purpose

An Emergency Operations Plan (EOP) is required for each local government in Utah. The purpose of the plan is to provide a legal framework for managing disasters and major emergencies with guidance for the conduct of business in the Emergency Operations Center (EOC).

The EOP addresses Uintah City's planned response to emergencies associated with natural and human-caused disasters, as well as technological incidents. It is strongly focused on EOC activities and specific functional assignments. (See Appendix.) However, police and fire departments use Incident Command procedures for scene organization. All other departments, responding to assist with scene management will operate under this organization's- **organizational structure**.

Situations and Assumptions

Uintah City is the eighteenth-largest city out of twenty-one within Weber County. It is primarily a bedroom community with limited commercial and service industries. The population is predominately Caucasian; however, it does contain some numbers of people from culturally diverse backgrounds and limited English language skills.

Uintah City is traversed by two state highways and is within a short distance of a major interstate freeway (I-15) and rail corridor. Union Pacific Railroad has two lines that run through Uintah. An upper line and a lower line. Four irrigation companies maintain canals through the city, which provide irrigation water to residential and agricultural areas throughout southern Weber County. The city is also within a short distance of Hill Air Force Base, a major military facility providing military aircraft and missile technologies.

Uintah City is located at the base of the Wasatch Mountain Range. This area also contains the Wasatch Earthquake Fault. The city is also bordered by the Weber River on the south side. The potential for an earthquake or flooding in our community are two of the most significant natural disasters the city may face.

Uintah City will be able to utilize equipment and skills of various city employees, as well as know-how and when to gain assistance from medical, health and other professional agencies or groups, and utilize the training and skills of the population of individuals that have prepared and mitigated for disasters. This plan outlines responses and procedures that are intended to save lives and reduce the loss of property.

Concept of Operations

This Emergency Operations Plan (EOP) provides guidance for city response to extraordinary emergency situations associated with disasters. This plan does not address ordinary day-to-day emergencies, or the established departmental procedures used to cope with such incidents. Rather, this plan concentrates on operational concepts and response procedures relative to large-scale disasters.

This EOP may be activated under any of the following conditions:

On the order of the mayor or designee in consultation with Incident Commander and City Emergency Manager.

A "local emergency" declaration is official recognition that a disaster situation exists with the city and provides a legal basis for requesting and obtaining county, state, or federal government disaster assistance. The declaration activates the response and recovery aspects of the Emergency Operations Plan and authorizes furnishing of aid and assistance.

DECLARATION/TERMINATION OF LOCAL EMERGENCIES

It is the policy that the Mayor or the Mayor's designee has the authority to declare, continue, or terminate the existence of a local emergency. (See form below)

The declaration shall state:

1. The nature of the emergency
2. The area or areas affected by the emergency, and
3. The conditions which caused the emergency.

All rules, orders, and regulations promulgated after the declaration of emergency shall have full force and effect of law during the emergency period immediately upon filing in the office of City Recorder or upon compliance with the requirements of the emergency plan.

The declaration of emergency provided herein may authorize the request for assistance from Weber County Emergency Management, the Utah State Department of Emergency Management, the Federal Emergency Management Agency, or other appropriate agencies or groups.

All rules, orders, regulations, and resolutions promulgated after the declaration shall have the full force and effect of law during the emergency period, including all actions of interim emergency successors lawfully holding office under the policy and ordinances of Uintah City.

DRAFT

[illegible]

ICS 214 Activity Log

Purpose. The Activity Log (ICS 214) records details of notable activities at any ICS level, including single resources, equipment, Task Forces, etc. These logs provide basic incident activity documentation, and a reference for any after-action report.

Preparation. An ICS 214 can be initiated and maintained by personnel in various ICS positions as it is needed or appropriate. Personnel should document how relevant incident activities are occurring and progressing, or any notable events or communications.

Distribution. Completed ICS 214s are submitted to supervisors, who forward them to the Documentation Unit. All completed original forms must be given to the Documentation Unit, which maintains a file of all ICS 214s. It is recommended that individuals retain a copy for their own records.

Notes:

- The ICS 214 can be printed as a two-sided form.
- Use additional copies as continuation sheets as needed, and indicate pagination as used.

Block Number	Block Title	Instructions
1	Incident Name	Enter the name assigned to the incident.
2	Operational Period • Date and Time From • Date and Time To	Enter the start date (month/day/year) and time (using the 24-hour clock) and end date and time for the operational period to which the form applies.
3	Name	Enter the title of the organizational unit or resource designator (e.g., Facilities Unit, Safety Officer, Strike Team).
4	ICS Position	Enter the name and ICS position of the individual in charge of the Unit.
5	Home Agency (and Unit)	Enter the home agency of the individual completing the ICS 214. Enter a unit designator if utilized by the jurisdiction or discipline.
6	Resources Assigned • Name • ICS Position • Home Agency (and Unit)	Enter the following information for resources assigned: Use this section to enter the resource's name. For all individuals, use at least the first initial and last name. Cell phone number for the individual can be added as an option. Use this section to enter the resource's ICS position (e.g., Finance Section Chief). Use this section to enter the resource's home agency and/or unit (e.g., Des Moines Public Works Department, Water Management Unit).
7	Activity Log • Date/Time • Notable Activities	• Enter the time (24-hour clock) and briefly describe individual notable activities. Note the date as well if the operational period covers more than one day. • Activities described may include notable occurrences or events such as task assignments, task completions, injuries, difficulties encountered, etc. • This block can also be used to track personal work habits by adding columns such as "Action Required," "Delegated To," "Status," etc.
8	Prepared by • Name • Position/Title • Signature • Date/Time	Enter the name, ICS position/title, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).

GENERAL MESSAGE (ICS 213)

1. Incident Name (Optional):		
2. To (Name and Position):		
3. From (Name and Position):		
4. Subject:	5. Date:	6. Time
7. Message:		
8. Approved by: Name: _____ Signature: _____ Position/Title: _____		
9. Reply:		
10. Replied by: Name: _____ Position/Title: _____ Signature: _____		
ICS 213	Date/Time: _____	

ICS 213 General Message

Purpose. The General Message (ICS 213) is used by the incident dispatchers to record incoming messages that cannot be orally transmitted to the intended recipients. The ICS 213 is also used by the Incident Command Post and other incident personnel to transmit messages (e.g., resource order, incident name change, other ICS coordination issues, etc.) to the Incident Communications Center for transmission via radio or telephone to the addressee. This form is used to send any message or notification to incident personnel that requires hard-copy delivery.

Preparation. The ICS 213 may be initiated by incident dispatchers and any other personnel on an incident.

Distribution. Upon completion, the ICS 213 may be delivered to the addressee and/or delivered to the Incident Communication Center for transmission.

Notes:

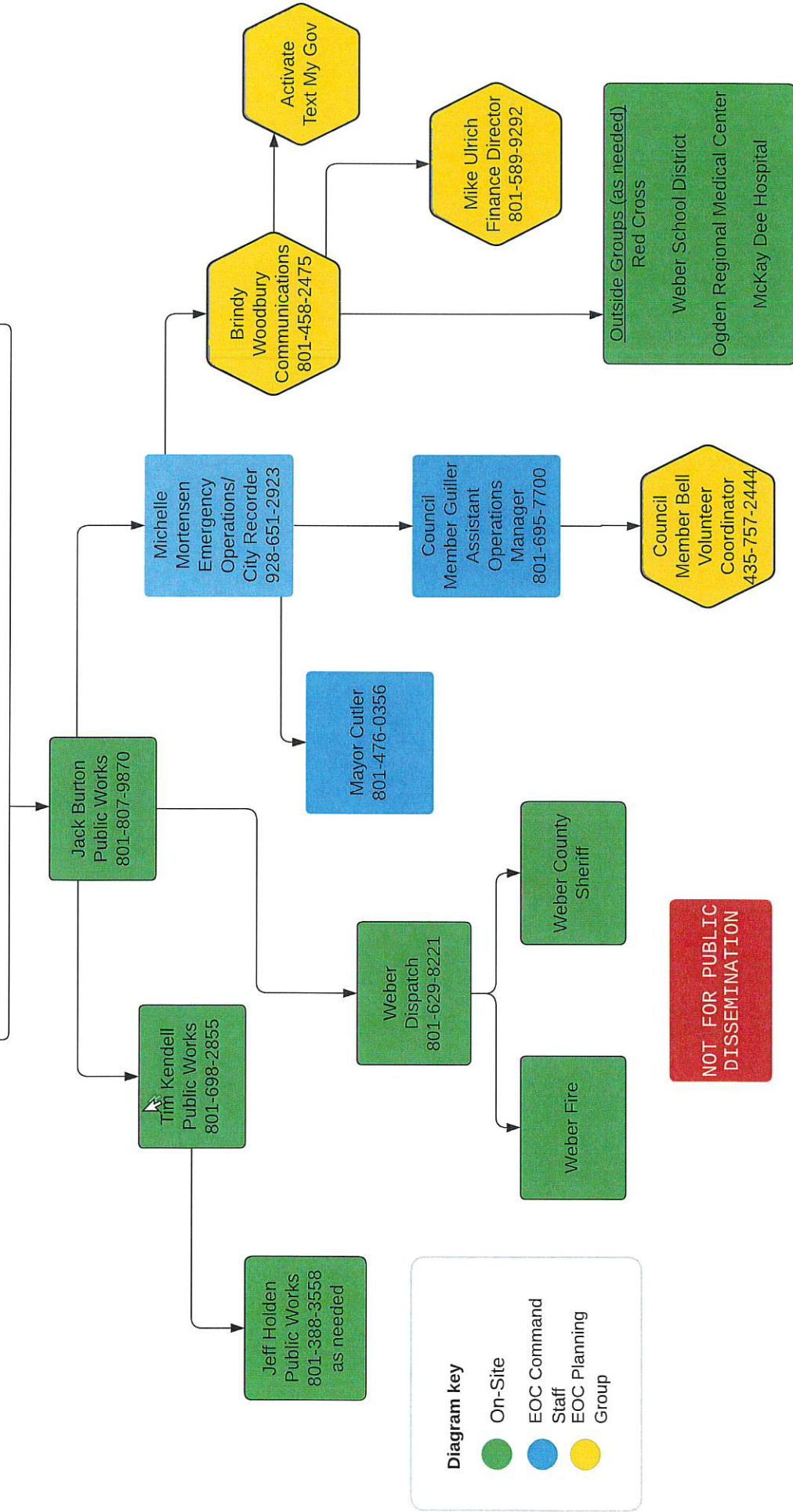
- The ICS 213 is a three-part form, typically using carbon paper. The sender will complete Part 1 of the form and send Parts 2 and 3 to the recipient. The recipient will complete Part 2 and return Part 3 to the sender.
- A copy of the ICS 213 should be sent to and maintained within the Documentation Unit.
- Contact information for the sender and receiver can be added for communications purposes to confirm resource orders. Refer to 213RR example (Appendix B)

Block Number	Block Title	Instructions
1	Incident Name (Optional)	Enter the name assigned to the incident. This block is optional.
2	To (Name and Position)	Enter the name and position the General Message is intended for. For all individuals, use at least the first initial and last name. For Unified Command, include agency names.
3	From (Name and Position)	Enter the name and position of the individual sending the General Message. For all individuals, use at least the first initial and last name. For Unified Command, include agency names.
4	Subject	Enter the subject of the message.
5	Date	Enter the date (month/day/year) of the message.
6	Time	Enter the time (using the 24-hour clock) of the message.
7	Message	Enter the content of the message. Try to be as concise as possible.
8	Approved by • Name • Signature • Position/Title	Enter the name, signature, and ICS position/title of the person approving the message.
9	Reply	The intended recipient will enter a reply to the message and return it to the originator.
10	Replied by • Name • Position/Title • Signature • Date/Time	Enter the name, ICS position/title, and signature of the person replying to the message. Enter date (month/day/year) and time prepared (24-hour clock).

Emergency Support Functions:

- **ESF1 Transportation**
- **ESF2 Communications**
- **ESF3 Public Works and Engineering**
- **ESF4 Firefighting**
- **ESF5 information & Planning**
- **ESF6 Mass Care, Housing, and Human Services**
- **ESF7 Logistics**
- **ESF8 Public Health and Medical Services**
- **ESF9 Search & Rescue**
- **ESF10 Oil and Hazardous Materials Response**
- **ESF11 Agriculture and Natural Resources**
- **ESF12 Energy**
- **ESF13 Public Safety and Security**
- **ESF14 Cross-Sector Business and Infrastructure**
- **ESF15 External Affairs**

UTAH CITY EMERGENCY MANAGEMENT RESPONSE



Mayor Cutler and members of the Uintah City Planning Commission:
(c/o Royce@elkridgecity.org)

May 21, 2024

RE: INITIAL REVIEW OF UTAH CITY'S SUBDIVISION CODE

Thank you for partnering with our firm to update your subdivision code. My team has completed its initial audit of Uintah City's subdivision ordinances. While many existing provisions are well designed and relevant, others have fallen out of compliance with state law (specifically with Utah Code §10-9a-6). Still other provisions could be adjusted to enhance administrative efficiency.

The major issues and opportunities for improvement are as follows:

- **Add a new subdivision application review process for 1-2 family residential use. SB 174** (the recent bill requiring state-wide subdivision ordinance updates) introduces a new review and approval process for subdivision applications involving one- or two-family residential development. The City's code will need a new section to implement this process. Key points to keep in mind are these:
 - City Council can no longer be the subdivision land use authority for either preliminary or final applications (the City currently requires the Council to approve both). The reason for this change in the law is that the state is trying to make reviewing and approving subdivision applications an administrative, not legislative process. For the same reason, the Planning Commission can no longer be the decision maker for final applications (but can for preliminary applications). Although these bodies are restricted from making some approval decisions, they can still be involved on the back end in the review process. The City can therefore continue to consider comments from the Mayor, City Council, and Planning Commission at all stages in the process. If it's important to the City that members of the City Council and Planning Commission still make final approval decisions, a potential workaround would be to create a "Subdivision/Development Review Committee" that includes members of the City Council and Planning Commission or other City staff. Ideally, this committee would be filled with individuals who have relevant technical backgrounds.
 - The City needs to describe an expedited timeline for review and approval. The City's current code gives the City an unlimited amount of time to review and approve preliminary or final applications. Under the new state law, the City is required to complete an initial review of 1-2 family residential applications within **30 business days** after the developer submits a "complete" application. The City can require modifications, but can take no longer than **120 business days total** to review subdivision improvement plans.

- The new law permits only one public hearing in the preliminary review process (and none in the final review process). The City's code does not currently require a public hearing, but it should keep this limitation in mind.
- The new law restricts the City to considering subdivision improvement plans (including construction drawings) in *either* preliminary *or* final applications. Many municipalities prefer to consider them in the preliminary phase, as that is when the Planning Commission can be involved. But it's also possible to delegate this responsibility to the City Engineer, staff, or a "Subdivision/Development Review Committee." Another workaround would be to combine the preliminary and final applications into one application.
- The new law gives the City a maximum of four "review cycles" when considering improvement plans for 1-2 family residential subdivisions. This means the City will need to be thorough when it asks an applicant for changes, because it can request revisions only four times.
- The new law *requires* municipalities to approve subdivision applications for 1-2 family residential use if those applications "check all the boxes" and are compliant with local ordinances. This would replace the City's discretion to approve with conditions or deny applications in some cases. The solution is to make sure that the City's land use ordinances and technical subdivision requirements are thorough and up to date.
- The new law also provides potential subdivision applicants the right to an *optional* pre-application meeting with the City. The City should acknowledge this and describe how these meetings will run in its code. The state law requires that these meetings be scheduled within 15 days after the applicant requests one.
- **Add definitions to the subdivision title.** We highly recommend that all necessary definitions for the subdivision title be found in the subdivision title, not to be searched for in other areas of the code. Many words pertaining to subdivisions have definitions given in the State Code, and importing such definitions can help ensure that the City's code is compliant with State law.
- **Adjust the Conflict Provision.** Presently, the code requires that when there is a conflict between titles of the code, the most stringent requirement prevails. It may be helpful to provide that the subdivision title prevails specifically in the context of subdivisions.
- **Clarify and improve plat requirements.** The City code is relatively thorough in this area, but it is missing a few plat requirements, and a few other requirements could be clarified to guarantee state compliance.

- **Clarify language around performance guarantees and required improvements.** The improvement completion assurance chapter of the City code will need some clarifying, especially after the code is adjusted to comply with SB 174, but it's in very good shape overall.
- **Specify the improvement completion bond amount.** Presently, the code seems to rely on the appropriate amounts for improvement completion assurances being published elsewhere. Including limitations in the code can help to ensure the City is in compliance with State law.
- **Adjust the City's building permit requirements.** Under state law, the City must issue a building permit if it accepts a completion assurance for an improvement or if the improvement is not essential under the building and fire codes. The City should note this, but also clarify that it may deny building permits in all other situations.
- **Acknowledge and incorporate the state-wide plat exemption for agricultural land** as found in Utah Code §10-9a-605(2). This exemption allows agricultural land to be subdivided without a plat and with fewer restrictions as long as the land's use will remain agricultural.
- **Add a requirement for the City to notify affected entities, water conveyance facilities, and the Utah Geospace Resource Center.** At various points in the subdivision proposal, review, and approval processes, Utah Code §10-9a-603 requires the municipality to notify various parties and receive feedback from them.
- **Clarify roles and expectations throughout.** While the City's existing code contains many elements required by state law, many sections could benefit from more explicit language about the City's limitations and powers and what applicants are expected to do.
- **Add a section addressing condominiums.** State code (§10-9a-603(8)) requires that subdivision plats for "condominiums" contain additional elements. Stating these in the code will help both the City and developers be in compliance. (Note: this does not mean that the City has to change its zoning to permit condos or other multi-family development.)
- **Add a provision noting that the City may void transfers of land not done in accordance with a valid subdivision plat.** State law provides this remedy.
- **Specify recording responsibilities.** The City's code in some cases requires the City to record. State law generally requires the owner of the plat to record. The City can simplify its processes by requiring the plat owner to record in every instance.
- **Edit for "plain language" throughout.** In addition to the material changes suggested above, more minor edits throughout could increase readability in the City's code.

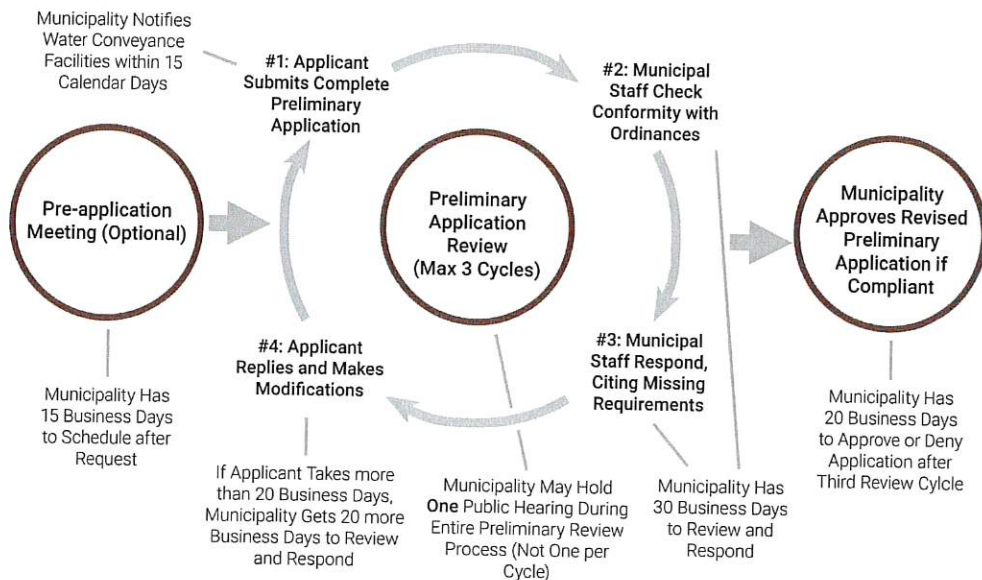
A Note on the New Review and Approval Process for 1-2 Family Residential Applications:

The Utah Legislature designed the SB 174 (and the recent HB 476) process to streamline development. The law does this by (1) limiting the City to four “review cycles” of back and forth with a developer when considering subdivision improvement plans and one public hearing in the preliminary review phase, (2) instituting review deadlines, (3) prohibiting the City from considering subdivision improvement plans in both “preliminary” and “final” application phases, (4) making subdivision decisions administrative, and (5) requiring the City to approve applications that are compliant with local ordinances.

The City’s current ordinances use a two-phase review process for residential subdivisions: an applicant must get both a preliminary approval and a final approval. This is a common approach. One way the City could become compliant with SB 174 is to adapt its current approach to reviewing 1-2 family residential subdivision applications to match the process described in the following flowcharts.

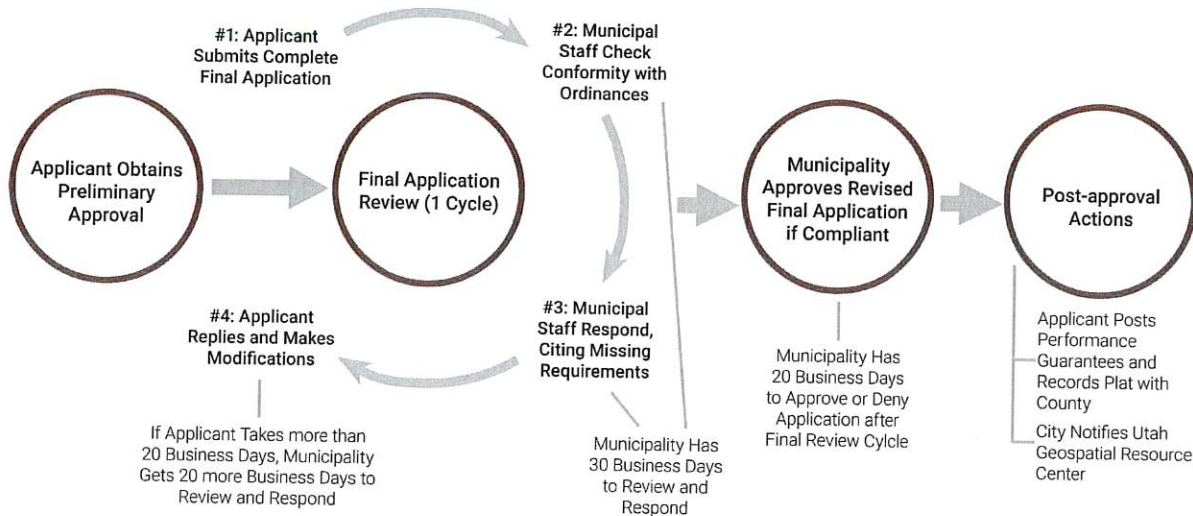


SUBDIVISION APPLICATION FOR 1-2 FAMILY RESIDENTIAL PRELIMINARY REVIEW PROCESS





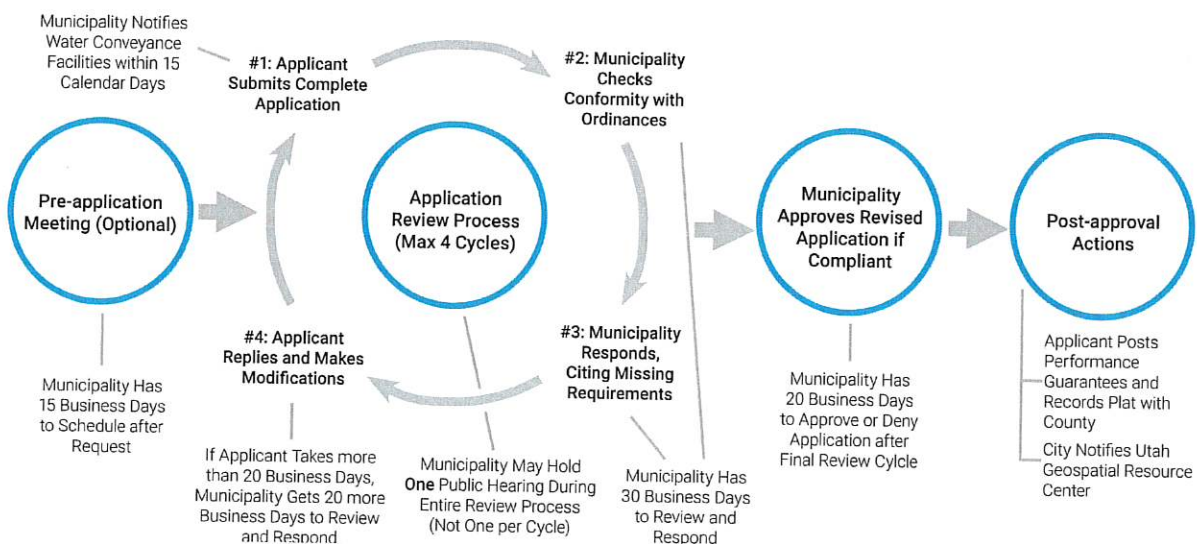
SUBDIVISION APPLICATION FOR 1-2 FAMILY RESIDENTIAL FINAL REVIEW PROCESS



Another option authorized by SB 174 is to combine the preliminary and final processes into one. We think this process would be beneficial for the City to consider because it simplifies the process for everyone involved and gives the City maximum flexibility with the limited review cycles. The following flowchart shows an example of how this combined process could work.



SUBDIVISION APPLICATION FOR 1-2 FAMILY RESIDENTIAL TIMELINE + PROCESS [COMBINED APPROACH]



Before my team and I proceed with our edits, *please let us know your preferences on the following:*

1. Whether you would like to proceed with a two-phase or a combined approach for 1-2 family residential subdivisions.
2. If you prefer to stick with the two-phase approach, please let us know whether you would like to review subdivision improvement plans in preliminary or final phases. Note that the Planning Commission cannot be the land use authority for the final phase. Given this, many municipalities choose to review improvement plans in the preliminary phase.
3. Whether you would like the process we develop to apply only to applications for 1-2 family residential use, or whether you would like all subdivisions in the City to follow the same process. If you prefer having one process for all applications, then we can lengthen the review timeline and allow for more review cycles and/or hearings for applications that are not for 1-2 family residential use. We can also make the Planning Commission or City Council the land use authorities for other applications not covered by SB 174 (commercial, multi-family, industrial, etc.).

My team will soon begin drafting an amendment to the City's subdivision ordinances based on your feedback.

Respectfully,



Mike Hansen, Hansen Planning Group

UINTAH CITY

REPORT TO THE CITY COUNCIL



To:
The Uintah City Mayor & Council

From:
Planning Commission Secretary, Christie Blackner

FOR PLANNING COMMISSION HELD: September 24, 2024

Members of the Planning Commission: **Present** – Aaron Stuart, Glen Woolsey, Debra Wickizer, Glenn Williams, Scott Dixon

Meeting Items:

1. Public Comment Cindy Steven, Rich Stuart
2. Conflict of Interest: None
3. Approval of Planning Commission Minutes from Meeting held August 27, 2024
 - Aaron Stuart motioned to approve minutes as
 - Glen Woolsey Seconded
 - Motion Carried

4. Discussion: Short Term rental Ordinance

Presenter: Aaron Stuart

Aaron Stuart made the following suggestions to our Short- and Long-Term Rental Ordinance,

Section 10.12.040 Suggestion: Limit Days of rental to 2-3 nights and also no same day rentals.

Section 10.12.050 Suggestion: Limit number of guests

Section 10.12.060 Suggestion: owner or representative must be on property and available 24-7. Notify neighbors. (Good Neighbor policy.

Section 10.12.070 Suggestion: Quiet hours (e.g. 10:00 pm to 7:00 am.)

Section 10.12.080 Suggestion: mandate Annual Safety inspections. Require clear posting of Emergency information. Ensure smoke detectors, carbon monoxide detectors and five fire Extinguishers.

Section 10.12.090 Implement parking requirements.

Section 10.12.100 Density restrictions. Cap number on Short Term Rentals in one area.

Section 10.12.020 Licensing Requirements

Section 10.12.110 License renewal.

Section 10.12.120 Strengthen Enforcement and Penalties

5. Discussion: Nuisance Ordinance

Presenter: Glenn William

Glenn Williams reviewed our current ordinance as well as the corrected copy that Jeff Monroe did. Glenn felt that Jeff had pretty much covered it. However, Glenn stated that our lots in Uintah were Large enough that there should not be anything in the front and side yards. Driveways should be about 40 ft. Also, Uintah is unique in that we do not have sidewalks.

6. Discussion: Annexation Plan

Presenter: Debra Wickizer

Debra submitted a plan to create this Annexation Policy Plan. It outlines what needs to happen before we can apply the plan.

7. Discussion: Subdivision

Presenter: Scott Dixon

The Subdivision Code must be updated before December 31, 2024. In reviewing the review done by Hansen Planning Group, we can either do a one step review or a two-step review. The committee decided on a two-step review. Scott explained that this will require the applicant to be more prepared. Usually that requires Engineers, plans and a timeline and must be prepared. We would review the plans in the preliminary. This will also require a detailed check list for the applicant to follow.

- Scott Dixon motioned to move forward
- Aaron Stuart Seconded
- Motion carried
-

8. Commissioner's Responsibility reports and follow-up from previous meeting.

- **New business Licenses-** Christie: None
- **CUP's-** Aaron Stuart None
- **Commercial Building-** Scott Dixon- None
- **Training-** Glen Woolsey None
- **Nuisance-** Glenn Williams None
- **Other-** Debra Wickizer- None

9. Meeting was adjourned.

- Aaron Stuart Motioned to Adjourn the meeting
- Glen Woolsey Seconded
- Motion Carried