



City of Naples

Naples City Council Meeting Agenda
December 11, 2025 - 7:30 p.m.
1420 East 2850 South
Naples, UT 84078

Opening Ceremonies

1. Approval of Agenda
2. Approval of Minutes - November 13, 2025 Council Meeting
3. Approval of Minutes - November 17, 2025 Canvass of Election
4. Any Follow Up Matters from November 13, 2025
5. Approval of Bills
6. Approve Business License - Brough Builders - 348 E 2900 S
7. Approve 2026 Meeting Schedule and 2026 Holiday Schedule
8. Review Uintah County Library MOU for Bookmobile Outreach Program
9. Fiscal Year End June 30, 2025 Audit Report
10. Discuss and Approve Year End Employee Bonus
11. Citizen's Request - Kent Olsen
12. Other Matters or Future Council Matters
 Council Recognitions
13. Motion to Adjourn

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Naples City offices at 789-9090, 1420 East 2850 South, Naples, UT 84078 at least 48 hours in advance of the meeting. Meetings are held at 1420 East 2850 South, Naples, UT.

The undersigned, duly appointed City Recorder, does hereby certify that the above agenda was posted at the Naples City Office, on the City's website <https://naplescityut.gov/> and on the State Public Meeting Notice website <https://utah.gov/pmn> Nikki W. Kay

Naples City Council

November 13, 2025

Minutes

A meeting of the Naples City Council was held November 13, 2025, 7:30 p.m., at the Naples City Office, 1420 East 2850 South, Naples, Uintah County, Utah.

DATE, TIME & PLACE OF MEETING

Council members attending were Dean Baker, Robert Hall, Dan Olsen, Ross Morton, Kenneth Reynolds and Andrew Bentley.

COUNCIL MEMBERS ATTENDING

Others attending were Heidi Lundberg, Jeremy Raymond, Corey Auger, Brooks Jones, Jonathan Beede, Heather Beede, Szeth Simmons, Nathan Simper, Micheal Davis, and Nikki Kay.

OTHERS ATTENDING

Mayor Baker welcomed everyone and began the meeting with the pledge of allegiance. Dan Olsen offered the invocation.

OPENING CEREMONY

Mayor Baker stated they would be removing the commendation presentation that was supposed to take place by the police department.

L I F E S A V I N G COMMENDATION

Mayor Baker asked for approval of the agenda. Nikki Kay stated she had one item under other matters. Dan Olsen **moved** to approve the agenda with the addition. Robert Hall **seconded** the motion. The motion passed with all voting aye.

APPROVAL OF THE AGENDA

The minutes of the city council meeting of October 23, 2025 were presented for approval. Ross Morton **moved** to approve the minutes of October 23, 2025. Kenneth Reynolds **seconded** the motion. The motion passed with all in attendance voting aye.

MINUTES APPROVED

Mayor Baker asked if anyone had anything they would like to follow up with from the previous meeting. Councilman Reynolds asked the engineer for the 2500 South road improvement project, how do you pour concrete cheaper than you lay asphalt? Mr. Jones stated that concrete is not cheaper than asphalt but with the amount of asphalt that would be required for a center turn lane on 2500 South, the

FOLLOW UP MATTERS

DRAFT

cost for the project would be more than the cost for sidewalk on one side of the road. Mr. Jones stated it is also cheaper, in the long run, to maintain a sidewalk over maintaining asphalt. Councilman Reynolds said he didn't think that was made very clear in the discussion they had about the 2500 South road.

Nikki Kay presented the bills in the amount of \$127,297.45. Robert Hall **moved** to approve the bills in the amount of \$127,297.45. Dan Olsen seconded the motion. The motion passed with the following roll call vote:

Andrew Bentley	Aye
Kenneth Reynolds	Aye
Ross Morton	Aye
Dan Olsen	Aye
Robert Hall	Aye

APPROVAL OF THE BILLS

Chief Simper asked for Council approval to have one of his officers attend training out of State. He said the training is ICAC (Internet Crimes Against Children) training and will be reimbursed through a grant he received. Chief Simper stated the cost for the travel will be paid for up front and then reimbursed. He stated this is valuable training to help protect their kids. Kenneth Reynolds **moved** to approve the out-of-state travel. Dan Olsen **seconded** the motion. The motion passed with the following roll call vote:

APPROVE OUT OF STATE TRAVEL

Robert Hall	Aye
Dan Olsen	Aye
Ross Morton	Aye
Kenneth Reynolds	Aye
Andrew Bentley	Aye

Corey Auger and Jeremy Raymond came before the Council to update them on recent changes to legislation from HB48 regarding high risk Wildland urban interface property. The purpose of the change is to help mitigate the costs of a catastrophic fire. Mr. Auger stated that people continue to build in Wildland areas and they are tasked with identifying those high risk areas and mapping them. He explained, once those areas are decided, property owners will be assessed a fee on their property tax, but not everyone will be assessed the same amount. Mr. Auger said there will be three levels of assessment per square footage of property or structures. He said many people are facing the problem of insurance

WILDLAND CODE UPDATE

DRAFT

companies dropping their policies or raising their premiums. He said insurance companies will now have to look at the map before assessing premiums. Mr. Auger said the new bill requires counties and municipalities to adopt the Wildland urban interface building code standards. Jeremy Raymond said he will look at those when building permits are being issued. He said that cities will have to identify those areas of Wildland urban interface, but it doesn't always mean they will fall into the high risk area. Councilman Hall asked about the gulch? Jeremy said the biggest thing will be the building codes and he would be surprised if the State came in and determined that the City had any high hazard area. Mr. Auger stated they would like to have the participation of the Council as they are putting this together. He said existing homes will have to provide defensible space with the adoption of the Wildland urban interface code. He stated they should have the map ready by January 1st. Council Morton asked about the fees. It was explained that the first two years would be a flat fee in the high risk area and then after that it will be based on square footage. It was also brought up that in any Wildland urban interface areas, the fire district would have to do an inspection and any fines or fees would be under the jurisdiction of Naples City. Chief Simper asked if the defensible space they talked about is well defined? Jeremy said it is. Councilman Bentley asked, if someone gets put in a high risk area is there a way to get out of it. Mr. Auger said, there is not, but a person could appeal the assessment decision. Mr. Auger said they will hold a public hearing next Tuesday at the State level and the hearing will be recorded and on YouTube.

Jeremy Raymond gave a quick update on the ladder truck for Naples. He said they will begin the construction of the truck in July of 2026 and it should be ready for delivery in March of 2027. He expressed his appreciation for the support they receive from Naples City.

Heidi Lundberg, Uintah County Emergency Manager, came before the Council to present the Uintah Basin Regional Pre-Disaster Mitigation Plan and ask for approval to adopt the Plan. Ms. Lundberg said the plan identifies the county and individual community hazards and understands their impact on vulnerable populations and infrastructure. She said the plan sets forth solutions, if implemented, that have the potential to significantly reduce threat to life and property. Ms. Lundberg stated it is not an emergency response plan or a management plan, it supports better decision making

***ADOPTION OF UINTAH
BASIN REGIONAL PRE-
DISASTER MITIGATION
PLAN - RESOLUTION NO
25-368***

DRAFT

directed toward avoidance of future risk through mitigation actions. She stated the overall objective of the plan is risk reduction through implementing and updating the mitigation plan. Ms. Lundberg said a big portion of adopting the plan is, in the event of a large scale disaster, the City would qualify for critical federal funding and would be an investment in the City's resilience. She said the plan has been a multi-year project and they will update it every five years. Ms. Lundberg invited the City to participate in this again in five years and asked for their approval to adopt the plan. Robert Hall **moved** to approve Resolution 25-368. Ross Morton **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Dan Olsen	Aye
Ross Morton	Aye
Kenneth Reynolds	Aye
Andrew Bentley	Aye

Nikki Kay stated she was contacted by one of the residents of ParkView Subdivision asking if the City would be okay with her placing a memorial bench in the park. The resident had recently lost her husband and wanted to put a bench at the park, in his memory, because he often walked there. Council members were not opposed to the idea and Councilman Morton was asked to bring the request to the Recreation District Board. No action was taken on this matter.

***OTHER MATTERS OR
FUTURE COUNCIL
MATTERS***

Nikki reminded the Council members that the date of the canvass for the election would be November 17, 2025 at 6:00 p.m.

With no other business before the Council, Kenneth Reynolds **moved** to adjourn the meeting. Dan Olsen **seconded** the motion. The meeting was adjourned by all voting in favor of the motion.

MOTION TO ADJOURN

APPROVED BY COUNCIL ON THE 11th DAY OF DECEMBER 2025

BY: _____

ATTEST: _____

DRAFT

Naples City Council

November 17, 2025

Minutes

A special meeting of the Naples City Council was held November 17, 2025, 6:00 p.m., at the Naples City Office, 1420 East 2850 South, Naples, Uintah County, Utah.

Council members attending were Dean Baker, Dan Olsen, Kenneth Reynolds, and Andrew Bentley.

Others attending were Micheal Davis and Nikki Kay.

Mayor Baker asked for acknowledgment of the special meeting. Dan Olsen **moved** to acknowledge the special meeting. Kenneth Reynolds **seconded** the motion. The motion passed with all voting aye.

Nikki Kay explained the purpose of the meeting and explained the governing body is the board of canvassers for the election. Council members reviewed the report given to them from the County with the results of the November 4, 2025 election. The candidates and number of votes were read for the four-year term for Mayor, they were; Brock Arnold-356 and Stephanie Adams-159. The number of votes were read for the four-year term council position, they were; Jonathan Beede-392, Nate Zilles-276 and Jessy McKee-195. Dan Olsen **moved** to execute the document for the canvass and to declare elected, Brock Arnold as Mayor and Jonathan Beede and Nate Zilles as Council members. Kenneth Reynolds **seconded** the motion. The motion passed with a roll call vote as follows:

Robert Hall	Absent
Dan Olsen	Aye
Dean Baker	Aye
Ross Morton	Absent
Kenneth Reynolds	Aye
Andrew Bentley	Aye

With no other business before the Council, Kenneth Reynolds **moved** to adjourn the meeting at 6:10. Andrew Bentley **seconded** the motion. The meeting was adjourned by all voting in favor of the motion.

DATE, TIME & PLACE OF MEETING

COUNCIL MEMBERS ATTENDING

OTHERS ATTENDING

APPROVAL OF THE AGENDA

SPECIAL MEETING TO CANVA SS THE NOVEMBER ELECTION

MOTION TO ADJOURN

APPROVED BY COUNCIL ON THE 11th DAY OF DECEMBER 2025

BY: _____

ATTEST: _____

DRAFT

Report Criteria:

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

GL Acct No	Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Invoice Amount
10-22500 HEALTH INSURANCE	22	American Family Life Assurance	Insurance Premium/employee w/h	119901	11/25/2025	168.48
10-22500 HEALTH INSURANCE	410	HealthEquity, Inc.	HSA Payments	UHD5ICB	12/04/2025	21.00
10-22505 EAP/ BLOMQUIST - P	135	Blomquist Hale Consulting Group,	Mothly EAP	DEC25-0878	12/01/2025	368.63
Total :						558.11
30-40-550 ROAD BOND PRINCI	1109	Utah State Division of Finance	2500 S Bond Payment (M1106)	M1106-1225	12/02/2025	71,000.00
Total EXPENDITURES:						71,000.00
10-42-311 PUBLIC DEFENDER	767	Rawlins Law, PLLC	Public Defender	785	12/05/2025	570.00
Total JUSTICE COURT:						570.00
10-43-240 OFFICE SUPPLIES A	1210	Zion's First National Bank	Staff Luncheon	097974733229	11/26/2025	72.54
10-43-251 FUEL & OIL	1106	Fleet Operations - Fuel Network	Fuel Purchase	F2605E00867	12/01/2025	62.54
Total CITY ADMINISTRATOR:						135.08
10-45-210 BOOKS, SUBSCRIPTI	1090	Utah Municipal Clerks Ass'n	Annual membership dues	786	12/04/2025	125.00
10-45-210 BOOKS, SUBSCRIPTI	1090	Utah Municipal Clerks Ass'n	Associate Membership Dues	787	12/04/2025	55.00
Total RECORDER:						180.00
10-50-271 UTILITIES - CITY HAL	46	Ashley Valley Water & Sewer	Water and sewer billing 15.1050.1	0501-1125OF	11/26/2025	67.34
10-50-271 UTILITIES - CITY HAL	760	Enbridge Gas	Monthly Gas Service - 207686000	2076-1125	11/21/2025	233.13
10-50-271 UTILITIES - CITY HAL	760	Enbridge Gas	Monthly Gas Service - 447509353	4475-1125OF	11/21/2025	21.54
10-50-271 UTILITIES - CITY HAL	775	RDT, Inc.	Garbage Service - 1118	1118-1225	12/01/2025	73.00
10-50-271 UTILITIES - CITY HAL	988	Strata Networks	Monthly Phone & Internet Service	006228528	11/30/2025	677.17
10-50-274 UTILITIES - PLAZA P	46	Ashley Valley Water & Sewer	Water and sewer billing 15.1049.1	0491-1125PD	11/26/2025	28.50
10-50-274 UTILITIES - PLAZA P	46	Ashley Valley Water & Sewer	Water and sewer billing 16.0435.1	4351-1125RSP	11/26/2025	28.50
10-50-611 CLEANING SUPPLIE	383	GR Specialties	Paper towels	INV-000616	12/04/2025	92.42
Total GENERAL GOVERNMENT BUILDINGS:						1,221.60
10-51-245 COMPUTER SUPPO	19	AM Computers	Service contract	INV-000069	12/04/2025	150.00

GL Acct No	Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Invoice Amount
10-51-250 EQUIPMENT, SUPPLI	538	Les Olson Company	Monthly contract billing	EA1623298	11/30/2025	33.19
10-51-250 EQUIPMENT, SUPPLI	1219	FP Mailing Solutions	Postage machine - quarterly	R106881081	11/22/2025	98.85
Total SUPPLIES/EQUIPMENT:						282.04
10-52-245 COMPUTER SUPPLI	1006	Uintah County Recorder	Internet charges	71660	12/01/2025	20.00
Total PLANNING AND ZONING:						20.00
10-54-140 OFFICER WELLNESS	135	Blomquist Hale Consulting Group,	Wellness exams	NOV25-NC	11/25/2025	560.00
10-54-230 TRAVEL & PER DIEM	454	Intermountain Toxicology	Drug & Alcohol Screening	8001-92365	12/03/2025	55.00
10-54-249 EQUIPMENT/PURCH	1210	Zion's First National Bank	Wash cards	24275398RS66	10/07/2025	14.50
10-54-249 EQUIPMENT/PURCH	1210	Zion's First National Bank	Wash cards	24275398SS66	10/09/2025	130.50
10-54-249 EQUIPMENT/PURCH	1210	Zion's First National Bank	Wash cards	24275399PS66	11/07/2025	14.50
10-54-249 EQUIPMENT/PURCH	1210	Zion's First National Bank	Wash cards	24275399TS66	11/09/2025	130.50
10-54-249 EQUIPMENT/PURCH	1210	Zion's First National Bank	Wash cards	2427539AMS6	12/07/2025	14.50
10-54-251 FUEL & OIL	1106	Fleet Operations - Fuel Network	Fuel Purchase	F2605E00867	12/01/2025	1,423.82
10-54-271 UTILITIES-POLICE	46	Ashley Valley Water & Sewer	Water and sewer billing 16.1110.1	1101-1125PS	11/26/2025	67.34
10-54-271 UTILITIES-POLICE	760	Enbridge Gas	Monthly Gas Service - 045686000	0456-1125PS	11/21/2025	14.54
10-54-271 UTILITIES-POLICE	775	RDT, Inc.	Barrel service	1118-1225	12/01/2025	25.00
10-54-332 MOBILE UNIT EXPEN	53	AT&T Mobility	Wireless Data Connections	287283594206	11/20/2025	320.32
Total POLICE DEPARTMENT:						2,770.52
10-58-251 FUEL & OIL	1106	Fleet Operations - Fuel Network	Fuel Purchase	F2605E00867	12/01/2025	130.67
Total BUILDING INSPECTOR:						130.67
10-59-224 PUBLIC RELATIONS	368	Jones & Co. Custom Catering	Donuts for Christmas Lighting	368-1225	12/01/2025	125.00
10-59-224 PUBLIC RELATIONS	576	Matt Tate	Christmas Tree Santa	576-1225	12/02/2025	125.00
10-59-224 PUBLIC RELATIONS	1210	Zion's First National Bank	Harbor Freight- Christmas gifts	002347878101	11/25/2025	122.96
10-59-224 PUBLIC RELATIONS	1210	Zion's First National Bank	Walgreens- Christmas Gifts	1248-0214-856	11/25/2025	16.03
10-59-224 PUBLIC RELATIONS	1210	Zion's First National Bank	Mic stand	D4NIRIV0I47C	12/02/2025	33.05
10-59-224 PUBLIC RELATIONS	1210	Zion's First National Bank	CAL Ranch- Christmas Gifts	E37515/14	11/25/2025	80.03
10-59-224 PUBLIC RELATIONS	1210	Zion's First National Bank	Lowes- Christmas gifts	S2834FDG518	11/25/2025	186.32

GL Acct No	Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Invoice Amount
10-59-224 PUBLIC RELATIONS	1210	Zion's First National Bank	Walmart-Supplies for Tree Lightin	U5329V170026	12/02/2025	103.56
Total COMMUNITY MARKETING:						791.95
10-60-230 TRAVEL	1210	Zion's First National Bank	Pesticide license renewal	PEST-0002251	12/03/2025	25.00
10-60-245 BLDG SUPPLIES &	1210	Zion's First National Bank	Harbor Freight- Replacement sho	01485351	12/08/2025	55.96
10-60-250 EQUIPMENT, MAINT	131	Big State Industrial Supply, Inc	Diamond blades	1617100	11/18/2025	378.84
10-60-250 EQUIPMENT, MAINT	589	Milt's Merchandise Mart	Drill bits	189663	12/03/2025	112.35
10-60-250 EQUIPMENT, MAINT	900	Standard Plumbing Supply Co	Replacement truck tools	ZRDF29	12/08/2025	255.40
10-60-250 EQUIPMENT, MAINT	1210	Zion's First National Bank	Chipper wiring harness	17867	11/20/2025	229.27
10-60-251 FUEL & OIL	383	GR Specialties	Diesel Treat	INV-000616	12/04/2025	347.28
10-60-251 FUEL & OIL	958	Main Street Auto	Diesel antigel	315421	12/03/2025	47.98
10-60-251 FUEL & OIL	1106	Fleet Operations - Fuel Network	Fuel Purchase	F2605E00867	12/01/2025	580.56
10-60-260 SANDER/SNOW PLO	900	Standard Plumbing Supply Co	Keeper pins unit 16 sander	ZQPQ04	12/02/2025	9.95
10-60-262 "C" ROAD MAINTENA	341	Fastenal Company	Safety red paint	UTVER114753	11/20/2025	22.10
10-60-262 "C" ROAD MAINTENA	487	Jones Paint & Glass, Inc.	Tape	VNI0131943	11/20/2025	16.38
10-60-262 "C" ROAD MAINTENA	564	Main Canyon Ranch	Storm drain cleanout	2562	12/08/2025	495.00
10-60-262 "C" ROAD MAINTENA	1147	Vernal Winnelson Company	Repl Bristle Broom	561076-01	11/18/2025	117.94
10-60-271 UTILITIES - SHOP	46	Ashley Valley Water & Sewer	Water and sewer billing 17.0475.1	4751-1125SA	11/26/2025	67.34
10-60-271 UTILITIES - SHOP	46	Ashley Valley Water & Sewer	Water and sewer billing 17.0476.1	4761-1125SB	11/26/2025	97.99
10-60-271 UTILITIES - SHOP	760	Enbridge Gas	Monthly Gas Service - 056686000	0566-1125	11/21/2025	188.41
10-60-271 UTILITIES - SHOP	988	Strata Networks	Internet at road dept	006228528	11/30/2025	104.98
10-60-320 DRUG AND ALCOHO	454	Intermountain Toxicology	Drug & Alcohol Screening	8001-92365	12/03/2025	85.00
Total STREETS:						3,237.73
10-68-270 UTILITIES-STREET LI	1099	Rocky Mountain Power	Monthly Electric Service 6108154	1546-0015-112	11/18/2025	2,184.93
Total STREET LIGHTS:						2,184.93
10-70-269 SUBDIVISION PARK	46	Ashley Valley Water & Sewer	Water and sewer billing 18.0551.1	5511-1125IRO	11/26/2025	97.90
10-70-269 SUBDIVISION PARK	46	Ashley Valley Water & Sewer	Water and sewer billing 1818264	8264-1125SUN	11/26/2025	28.50
10-70-271 UTILITIES OF EAST P	46	Ashley Valley Water & Sewer	Water and sewer billing 1611281	1281-1125PK	11/26/2025	67.34

GL Acct No	Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Invoice Amount
10-70-282	ROADSIDE PARK MA	900 Standard Plumbing Supply Co	Hole fix	ZRF785	12/08/2025	15.98
Total BUILDING & GROUNDS:						209.72
Grand Totals:						83,292.35

Report Criteria:

Invoices with totals above \$0.00 included.
Only unpaid invoices included.

BUSINESS LICENSE APPLICATION



CITY OF NAPLES
BUSINESS LICENSE APPLICATION
1420 East 2850 South
Naples, UT 84078
p. 435.789.9090 f. 435.789.9458

Organization Type: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/>		Is Business Name Registered with the State <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Business Status: <input checked="" type="checkbox"/> New <input type="checkbox"/> Location Change <input type="checkbox"/> Name Change <input type="checkbox"/> Ownership Change		Federal Tax ID#/SS# <u>39-5084014</u>	
Nature of Business: <input checked="" type="checkbox"/> Contractor <input type="checkbox"/> Services <input type="checkbox"/> Oilfield <input type="checkbox"/> Retail/Wholesale		Utah Sales Tax # <u>16507248</u>	
<input type="checkbox"/> Home Occupation <input type="checkbox"/> Other: _____		State License # & Type (if applicable) _____	
Business Name: <u>BROUGH BUILDERS LLC</u>		DBA: _____	
Business Address: <u>348 EAST 2900 SOUTH</u>		City: <u>NAPLES</u>	Zip <u>84078</u>
Business Telephone: <u>435-549-5928</u>	After Hours Emergency Contact: <u>WILLIAM BLOAT</u>	Phone: _____	
Mailing Address: (If Different) _____		City, State and Zip _____	
Description of Business Activities: <u>GENERAL CONSTRUCTION</u>		# of employees <u>0</u>	
Owners Name: <u>JOSHUA D BROUGH</u>	Home Address: <u>NAPLES UT 84078</u>	Home Phone: _____	
Owners Driver License #/Work ID # _____	Owners Date of Birth _____	US Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Managers Name: (If Applicable) _____	Managers Home Address: _____	Phone: _____	
Fee Amount Base Fee _____ \$ Employees x \$3.00 _____ Initial Inspection Fee _____ Beer License/Class _____ Other _____ Total Fees \$ _____		*****OFFICIAL USE ONLY***** Approved by Building Dept. <u>[Signature]</u> Date <u>11-17-25</u> Approved by Council _____ Date _____ B/L # <u>2546</u> Date Paid <u>11-19-25</u> Amt Received <u>40.00</u> Receipt # <u>16875</u> Received By <u>nk</u> Check # <u>cc</u>	

The foregoing information is correct to the best of my knowledge. I am aware that this applications does not constitute approve to operate a business until approved by Naples City and a license has been issued. I hereby agree to conduct said business strictly in accordance with the law and ordinances covering such businesses, and that no other type of business will be conducted other than what has been stated above, and swear under penalty of law that the information contained herein is true.

Signature of Owner/Applicant [Signature] Date 11/11/25
JOSHUA D BROUGH
 Please Print Name Title 11/11/25

If applicable please provide a "Site Specific Plan" and emergency contact information.



Item No. _____

MEMO TO: <i>City Council, City Manager</i>		Subject: New Business license for:	
FROM: Dale Peterson, Naples City Building Official		Brough Builders LLC 348 East 2900 South Naples, Utah 84078	
Recommendation: <i>Approve the business license request for:</i> <i>Brough Builders LLC</i> <i>348 East 2900 South</i> <i>Naples, Utah 84078</i> <i>To allow Joshua D Brough to conduct his business Brough Builders LLC from an office out of his home at 348 East 2900 South.</i> <i>The business license will only be renewed for 2026 upon Brough Builders providing Naples City with a state of Utah General Contractors license number.</i>		Date: 11/17/2025 Federal Tax ID 39-5084014 Contractors License NO. <i>Joshua has started the initial process for obtaining a General Contractors license.</i>	
<i>Brough Builders LLC is a conditional use in a R1 zone and is subject to the requirements of section 02-13-02 Home Occupation Standards of the Naples City Planning and Land Use Ordinance.</i>			
<div><div><div>11/17/2025</div><div>date</div></div></div> <div>Dale Peterson Naples City Building Official</div>			

NOTICE TO NAPLES CITY RESIDENTS

Following is a schedule for the 2026 meetings:

All of the meetings below will be held at the Naples City Office, 1420 East 2850 South, Naples, Uintah County, Utah. Any persons having comment or questions about the schedule may call the City Recorder at 789-9090. Meetings will be held as scheduled unless that day is a legally declared holiday or notice is otherwise given. Only one meeting will be held in November and December and those will be the meetings scheduled for the second Thursday of the month.

NAPLES CITY COUNCIL WILL HOLD THEIR REGULARLY SCHEDULED MEETINGS FOR THE YEAR OF 2026 ON THE SECOND AND FOURTH THURSDAY OF EACH MONTH AT 7:30 P.M. (Except as noted above)

NAPLES REDEVELOPMENT AGENCY WILL HOLD THEIR MEETINGS (AS NEEDED) FOR THE YEAR OF 2026 ON THE SECOND THURSDAY OF EACH MONTH AT 7:15 P.M.

PLANNING & ZONING WILL HOLD THEIR REGULARLY SCHEDULED MEETINGS ON THE THIRD THURSDAY OF EACH MONTH AT 7:30 P.M.

Nikki W. Kay
Naples City Recorder

POSTED TO THE PUBLIC MEETING NOTICE WEBSITE & NAPLES CITY WEBSITE

Naples City Holiday Schedule 2026

January 1	Thursday	New Year's Day
January 19	Monday	Martin Luther King Jr
February 16	Monday	President's Day
May 25	Monday	Memorial Day
June 19	Friday	Juneteenth
July 4	Saturday	Independence Day
July 24	Friday	Pioneer Day
Sept. 7	Monday	Labor Day
October 12	Monday	Columbus Day
Nov. 11	Wednesday	Veteran's Day
Nov. 26 & 27	Thursday & Friday	Thanksgiving
Dec. 24	Thursday	Christmas

Note: If a holiday falls on Saturday, the preceding Friday will be observed as the holiday.
If the holiday falls on Sunday, the following Monday will be observed as the holiday.



MEMORANDUM OF UNDERSTANDING

Uintah County Library Bookmobile Outreach Program

This Memorandum of Understanding (MOU) is entered into between:

Uintah County Library (UCL) and [Site/Facility Name] _____ (referred to as "Host Site")

For the provision of bookmobile outreach services at [Location Address] _____

Effective Date: _____

PURPOSE

This MOU establishes a partnership between the Uintah County Library and the Host Site to provide library services through the UCL Bookmobile Outreach Program. The goal is to extend equitable access to library materials, technology, and programming to community members who may face barriers to visiting traditional library locations.

RESPONSIBILITIES OF UINTAH COUNTY LIBRARY

UCL agrees to:

- **Provide Materials and Services:**
 - Circulating collection of books, audiobooks, DVDs, and other library materials.
 - Large print and accessibility materials as available.
 - Technology access, including Wi-Fi, computers, and tablets.
 - Assistance with library card registration.
 - Access to online databases and digital resources.
 - Programming and educational activities as scheduled.
- **Staffing:**
 - Provide trained library staff or board members to operate the bookmobile.
 - Ensure staff assistance with material selection, checkout, and technology support.
- **Communication:**
 - Notify Host Site contact of schedule changes, cancellations, or delays due to weather, mechanical issues, or emergencies.
 - Provide promotional materials, including calendars, flyers, and signage.
 - Communicate any service issues or incidents to the Host Site contact.
 - Provide advance notice if the stop evaluation results in schedule adjustments.
- **Service Evaluation:**
 - Evaluate stops biannually (in May and November)
 - Adjust service duration based on usage:
 - 1-10 patrons: 60-minute stop
 - 11-20 patrons: 90-minute stop
 - 21+ patrons: 120-minute stop
 - Communicate evaluation results and schedule changes in June and December.
 - Reserve the right to modify or discontinue service based on safety concerns, low participation, or site conditions.

RESPONSIBILITIES OF HOST SITE

The Host Site agrees to:

Provide Accessible Location:

- **Site Requirements (Initial Setup):**
 - Designate a parking location that meets the following criteria:
 - Level, solid surface (paved or compacted gravel)
 - Minimum dimensions: ____ feet wide x ____ feet long
 - Clear overhead clearance of ____ feet (for tree branches, awnings, etc.)
 - Within ____ feet of building entrance for patron convenience
 - Confirm parking area can accommodate a vehicle weighing approximately ____ lbs
 - Verify no conflicting use of designated space during scheduled visit times
- **Weather-Related Maintenance:**
 - **Snow Removal:** Host Site is **[CHOOSE ONE]**:
 - ☐ **NOT required** to remove snow. UCL will assess road and parking conditions and may cancel service if bookmobile cannot safely access the site or if parking area is not usable
 - ☐ **Required** to remove snow from designated parking area and clear a path from parking area to building entrance by ____ hours before scheduled visit time
 - ☐ **Expected to make reasonable efforts** to clear snow when possible, but UCL understands this may not always be feasible and will work with Host Site to reschedule if conditions are unsafe
 - **Ice Management:** Host Site is **[CHOOSE ONE]**:
 - ☐ **NOT required** to treat icy conditions. UCL will cancel service if conditions are unsafe
 - ☐ **Required** to apply ice melt or sand to parking area and walkways when icy conditions exist
 - ☐ **Expected to notify UCL** of icy conditions so service can be rescheduled
- **Ongoing Site Maintenance:**
 - Keep designated parking area free of debris, obstacles, and stored items
 - Notify UCL immediately of any changes to parking area condition (damage, construction, repaving, etc.)
 - Inform UCL if designated space will be unavailable due to events, construction, or other conflicts at least ____ days in advance
- **Accessibility for Patrons:**
 - Ensure route from parking area to building entrance remains clear during visit time
 - If indoor waiting area is provided, ensure it is accessible during bookmobile hours
 - **[OPTIONAL]** Notify UCL if building entrance is temporarily inaccessible (locked, under repair, etc.)
- **What "Accessible" Means for This Agreement:**
 - ADA-compliant access is **[CHOOSE ONE]**:
 - ☐ **Preferred but not required** - UCL understands not all sites have ADA parking or ramps
 - ☐ **Required** - Site must have accessible parking and entrance route
 - "Accessible" means patrons can reach the bookmobile without encountering locked gates, construction barriers, or similar obstacles during scheduled visit times

Facility Support:

- **Electrical Access (if needed):**
 - ☐ Host Site will provide access to electrical outlet within ____ feet of parking area
 - ☐ Electrical access is not available at this site (UCL will operate on generator/battery)
- **Restroom Access (optional):**
 - ☐ Host Site will provide restroom access for UCL staff during visits

- ☐ Restroom access is not available at this site
- **Site Access:**
 - If parking area is behind locked gates/doors, Host Site will:
 - ☐ Unlock access by ____ minutes before scheduled arrival time
 - ☐ Provide UCL with access code/key
 - ☐ Have staff member present to provide access

Promotion and Communication:

- **Promote bookmobile visits to residents/clients/members through:**
 - Posting library-provided promotional materials.
 - Including a visit schedule in newsletters, calendars, or announcements.
 - Distributing library-provided calendars to potential patrons.
 - Designate a primary contact person for library communication.
 - Notify UCL immediately of any changes in contact person information.
 - Communicate special needs or requests to library staff.
- **Notification Requirements:**
 - Inform residents/clients of schedule changes or cancellations as communicated by UCL.
 - Notify UCL of quarantine situations affecting site access.
 - Inform library staff when regular patrons have moved away, passed away, or are no longer at the facility.
 - Report any safety concerns or incidents to UCL.
- **Understanding of Responsibilities:**
 - Understand that the Host Site is **not** responsible for overdue, lost, or damaged library materials checked out by patrons.
 - Acknowledge that individual patrons are responsible for materials checked out on their library cards.

SCHEDULE AND DURATION

- **Initial Schedule:**
 - Day(s): _____
 - Time: _____
 - Duration: _____ (60, 90, or 1200 minutes)
 - Frequency: _____ (weekly, bi-weekly, monthly)
- **Best Alternative Days/Times for Visits (if schedule adjustment needed):**
 - _____
 - _____
 - _____
- **Schedule subject to:**
 - Bi-annual evaluation based on patron attendance.
 - Weather and emergency conditions.
 - Vehicle maintenance requirements.
 - Library holiday closures.

SERVICE MODIFICATIONS AND TERMINATION

- Either party may request modification of the service schedule with 30 days written notice.
- UCL reserves the right to suspend or discontinue service due to:

- Consistently low participation (fewer than five (5) patrons over multiple visits).
- Safety concerns for staff or patrons.
- Inadequate site conditions.
- Weather or emergencies.
- Budget constraints or resource limitations.
- Host Site may discontinue service with 30 days written notice to UCL.

EVALUATION CRITERIA

Stops will be evaluated biannually based on:

- Average patron attendance.
- Circulation statistics.
- Community needs and feedback.
- Site accessibility and safety.
- Partnership effectiveness.

POLICIES AND PROCEDURES

All bookmobile services are governed by Uintah County Library policies, including:

- Borrowing Privileges Policy.
- Library Standards of Conduct Policy.
- Account and Card Policy.
- Fee Policy.

Full policies are available at <https://library.uintah.gov/policies> or upon request.

TERM OF AGREEMENT

This MOU shall remain in effect from _____ until modified or terminated by either party with appropriate notice as outlined above.

CONTACT INFORMATION

Uintah County Library:

- Primary Contact: KAREN ENGLAND
- Phone: 435-789-0091
- Email: kengland@uintah.utah.gov

Host Site:

- Facility Name: _____
- Primary Contact: _____
- Title: _____
- Phone: _____
- Email: _____
- Physical Address: _____

SIGNATURES

By signing below, both parties agree to the terms and responsibilities outlined in this Memorandum of Understanding.

For Uintah County Library:

- Karen England
Signature
- Karen England, Library Director
Printed Name and Title
- 11/18/2025
Date

For Host Site:

- _____
Signature
- _____
Printed Name and Title
- _____
Date

This MOU aligns with the Uintah County Library Bookmobile and Outreach Services Policy adopted July 16, 2025

Approved by Uintah County Commissioner [DATE] 11/18/2025

Table 1
NET POSITION

	<u>Current Year</u>	<u>Prior Year</u>	<u>Change</u>	<u>% Change</u>
Current and other asset	\$ 16,607,354	\$ 13,949,461	\$ 2,657,893	19%
Capital assets	10,831,342	10,939,400	(108,058)	-1%
Total assets	<u>27,438,697</u>	<u>24,888,862</u>	<u>2,549,835</u>	10%
Deferred outflow of resources	<u>306,245</u>	<u>279,165</u>	<u>27,080</u>	10%
Current liabilities	977,486	150,694	826,792	549%
Long-term liabilities	1,680,224	1,783,552	(103,328)	-6%
Total liabilities	<u>2,657,710</u>	<u>1,934,247</u>	<u>723,464</u>	37%
Deferred inflows of resources	<u>86,089</u>	<u>89,093</u>	<u>(3,004)</u>	-3%
Net position				
Net investment in capital assets	9,829,812	9,811,392	18,420	0%
Restricted	3,566,663	4,140,450	(573,787)	-14%
Unrestricted	11,604,668	9,192,845	2,411,823	26%
Total net position	<u>\$ 25,001,142</u>	<u>\$ 23,144,687</u>	<u>\$ 1,856,455</u>	8%

Table 2
CHANGES IN NET POSITION

	<u>Current Year</u>	<u>Prior Year</u>	<u>Change</u>	<u>% Change</u>
Program Revenues:				
Charges for services	\$ 46,167	\$ 63,640	\$ (17,474)	-27%
Operating grants and contributions	328,157	358,284	(30,128)	-8%
Capital grants and contributions	4,471,827	18,300	4,453,527	24336%
General Revenues:				
Property taxes levied for:				
General purposes	95,903	97,797	(1,895)	-2%
Sales taxes	2,875,936	3,050,496	(174,559)	-6%
Franchise taxes	231,538	255,312	(23,774)	-9%
Transient rooms tax	24,486	46,374	(21,888)	-47%
Licenses and Permits	99,912	69,261	30,651	44%
Unrestricted Investment Earnings	623,010	649,025	(26,015)	-4%
Net increase (decrease) in fair value of investments	(35,045)	85,064	(120,109)	-141%
Miscellaneous	26,049	21,691	4,358	20%
Gain (loss) on sale/disposal of assets	5,807	23,000	(17,193)	-75%
Total revenues	<u>8,793,746</u>	<u>4,738,245</u>	<u>4,055,502</u>	86%
Expenses				
General government	768,598	756,673	11,925	2%
Public safety				
Police	1,099,553	992,928	106,624	11%
Fire	145,687	146,818	(1,131)	-1%
Other	55,973	26,320	29,653	113%
Highways and public improvements	4,773,572	1,573,101	3,200,471	203%
Parks, recreation and public property	84,898	88,635	(3,737)	-4%
Interest and fiscal charges on long-term debt	9,010	18,572	(9,562)	-51%
Total expenses	<u>6,937,291</u>	<u>3,603,047</u>	<u>3,334,244</u>	93%
Change in net position	1,856,455	1,135,197	721,258	64%
Net position – beginning	<u>23,144,687</u>	<u>22,009,490</u>	<u>1,135,197</u>	5%
Net position – ending	\$ 25,001,142	\$ 23,144,687	\$ 1,856,455	8%

	General Fund	Capital Projects Roads Fund	Other Governmental Funds	Total Governmental Funds
Assets				
Cash	\$ 2,487,717	\$ 8,216,576	\$ 1,436,594	\$ 12,140,887
Sales tax receivable	452,666	-	-	452,666
Property taxes receivable	87,398	-	-	87,398
Franchise taxes receivable	14,749	-	-	14,749
Due from other governments	37,286	-	-	37,286
Prepaid Expenses	10,266	-	-	10,266
Restricted assets:				
Restricted cash	197,786	-	3,337,848	3,535,634
Due from other governments	17,566	-	-	17,566
Long-term loans receivable	13,462	-	-	13,462
Total Assets	<u>\$ 3,318,898</u>	<u>\$ 8,216,576</u>	<u>\$ 4,774,443</u>	<u>\$ 16,309,916</u>
Liabilities				
Road Improvement Payable	\$ 460,315	\$ -	\$ -	\$ 460,315
Accounts payable	404,455	-	-	404,455
Accrued liabilities	1,412	91,546	-	92,958
Building permit bonds	13,500	-	-	13,500
Total Liabilities	<u>879,682</u>	<u>91,546</u>	<u>-</u>	<u>971,228</u>
Deferred In-flows of Resources				
Unavailable property taxes revenue	82,984	-	-	82,984
Total Deferred In-flows of Resources	<u>82,984</u>	<u>-</u>	<u>-</u>	<u>82,984</u>
Fund Balances				
Fund balance:				
Restricted for:				
Parks	3,143	-	-	3,143
Rehabilitation loans	97,057	-	-	97,057
Debt service	-	-	1,792,904	1,792,904
Equipment purchase/replacement	-	-	435,569	435,569
Redevelopment	-	-	1,109,375	1,109,375
Road construction & maintenance	69,656	-	-	69,656
Class C Roads	29,045	-	-	29,045
Liquor Law Enforcement	3,786	-	-	3,786
Safety & Wellness	26,127	-	-	26,127
Committed for:				
Equipment replacement	-	-	340,788	340,788
Parks	-	-	1,095,807	1,095,807
Roads	-	8,125,030	-	8,125,030
Self Help Housing	85,500	-	-	85,500
Unassigned	2,041,917	-	-	2,041,917
Total fund balances	<u>2,356,232</u>	<u>8,125,030</u>	<u>4,774,443</u>	<u>15,255,704</u>
Resources, & Fund Balances	<u>\$ 3,318,898</u>	<u>\$ 8,216,576</u>	<u>\$ 4,774,443</u>	<u>\$ 16,309,916</u>

Naples City

Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds

For the Year ended June 30, 2025

Page 17

	General Fund	Capital Projects Roads Fund	Other Governmental Funds	Total Governmental Funds
Revenues				
Sales and use taxes	\$ 2,875,936	\$ -	\$ -	\$ 2,875,936
Franchise and telecommunication taxes	231,538	-	-	231,538
Property taxes	87,200	-	-	87,200
Fee in-lieu of taxes	8,650	-	-	8,650
Transient room taxes	24,486	-	-	24,486
Licenses and permits	99,912	-	-	99,912
Intergovernmental revenue	331,302	4,471,827	-	4,803,128
Fees and charges for services	14,495	-	-	14,495
Fines and forfeitures	31,672	-	-	31,672
Interest income	122,664	300,207	200,139	623,010
Miscellaneous	22,904	-	-	22,904
Total Revenues	<u>3,850,759</u>	<u>4,772,034</u>	<u>200,139</u>	<u>8,822,932</u>
Expenditures				
Current:				
General government	698,557	-	125	698,682
Public safety:				
Police	1,011,221	-	-	1,011,221
Other	55,973	-	-	55,973
Highways and public improvements	1,151,208	161,477	-	1,312,684
Parks, recreation and public property	44,222	-	-	44,222
Capital outlay:				
General government	35,500	-	-	35,500
Highways and public improvements	47,325	3,520,082	-	3,567,407
Parks, recreation and public property	-	-	13,750	13,750
Debt service				
Principal	-	-	131,730	131,730
Interest	2,858	-	7,260	10,118
Lease right-of-use asset	71,352	-	-	71,352
Total Expenditures	<u>3,118,217</u>	<u>3,681,559</u>	<u>152,865</u>	<u>6,952,641</u>
(Under) Expenditures	<u>732,543</u>	<u>1,090,475</u>	<u>47,274</u>	<u>1,870,291</u>
Other Financing Sources (Uses)				
Transfers	(784,290)	645,265	139,025	-
Sale of capital assets	15,080	-	-	15,080
Total Other Financing Sources (Uses)	<u>(769,210)</u>	<u>645,265</u>	<u>139,025</u>	<u>15,080</u>
Net Change in Fund Balance	(36,667)	1,735,740	186,299	1,885,371
Fund Balance - Beginning of Year	2,392,899	6,389,290	4,588,144	13,370,333
Fund Balance - End of Year	<u>\$ 2,356,232</u>	<u>\$ 8,125,030</u>	<u>\$ 4,774,443</u>	<u>\$ 15,255,704</u>

EMPLOYEE APPRECIATION

2024	\$500
2023	\$300
2022	\$450
2021	\$350
2020	\$0
2019	\$350
2018	\$350

13 Employees

3 Part Time

Cost

\$300.00	\$4,350.00
\$400.00	\$5,800.00
\$500.00	\$7,250.00