

River Heights City

River Heights City Council
Minutes of the Meeting
February 10, 2015

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Present were: Mayor James Brackner
Council members: Doug Clausen
Richard Okelberry
Geoff Smith
Dixie Wilson
Recorder Sheila Lind
Public Works Director Clayton Nelson
Finance Director Clifford Grover
Treasurer Wendy Wilker
Excused Councilmember Blake Wright
Others Present: Engineer Craig Rasmussen, Bracken Atkinson, Brent Skinner, Todd Rasmussen

The following motions were made during the meeting:

- Motion #1
Councilmember Clausen moved to “adopt the minutes of the January 27, 2015 Council Meeting, and the evening’s agenda.” Councilmember Okelberry seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.
- Motion #2
Councilmember Clausen moved to “pay the bills as listed, except to hold the payment to Les Olsen.” Councilmember Wilson seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.
- Motion #3
Councilmember Clausen moved to “adopt Resolution 1-2015, A Resolution Amending the 2014-15 General Budget.” Councilmember Okelberry seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.
- Motion #4
Councilmember Clausen moved to “adopt Resolution 2-2015, A Resolution Adopting Purchasing and Expenditures for River Heights City, with the new wording in paragraph three: ‘unless the provider of the product or service is a sole source.’” Councilmember Okelberry seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.

47 Motion #5

48 Councilmember Clausen moved to “approve the two purchase requests discussed.”
49 Councilmember Smith seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson
50 in favor. No one opposed. Wright was absent.

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52 Motion #6

53 Councilmember Clausen moved to “approve the preliminary layout and design for Conserve, Inc.,
54 by the Wasatch Development Group, with the conditions specified by the Planning Commission and
55 that the parking area, with solar power, be reviewed and approved by the Planning Commission.”
56 Councilmember Smith seconded the motion, which passed with Clausen, Okelberry and Smith in
57 favor. Wilson opposed. Wright was absent.

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59 Motion #7

60 Councilmember Wilson moved that “the city apply for RAPZ grant money to demolish the Old
61 Church and put grass in.” Councilmember Okelberry seconded, which passed with Clausen,
62 Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.

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65 Proceedings of the Meeting:
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67 The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in
68 the River Heights City Building on Tuesday, February 10, 2015.

69 Opening Remarks and Pledge of Allegiance: Councilmember Okelberry opened the meeting
70 with a quote by Adam Smith. Mayor Brackner led the group in the Pledge of Allegiance.

71 Youth Council Report: Councilmember Smith asked for this item to be put on a future agenda.

72 Adoption of Previous Minutes and Agenda: Minutes of the January 27, 2015 Council Meeting,
73 were reviewed.

74 **Councilmember Clausen moved to “adopt the minutes of the January 27, 2015 Council
75 Meeting, and the evening’s agenda.” Council member Okelberry seconded the motion, which
76 passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was
77 absent.**

78 Pay Bills: The bills were presented and discussed. Mayor Brackner said the Petersen Plumbing
79 bill exceeded the \$1,000 approval limit because there were a number of smaller things they needed to
80 go along with the associated water break on 500 South 500 East.

81 Councilmember Okelberry was surprised to see the Docuware software on the list of bills to be
82 paid. He informed of some recent state mandates he’s become aware of. It sounds like the state wants
83 to be the central hub for storage. He believes the state is advising cities not to use these kinds of
84 systems because of difficulty in transferring documents onto the states storage site. Utah Open Data
85 Catalog is a place that other cities are using for their storage. He doesn’t think they will require full
86 compliance until 5 years. FD Grover would like to see the guidelines from the state. Mr. Okelberry
87 suggested getting a hold of Drew Mingle at dmingle@utah.gov to find out more details. He also
88 suggested discussing it with Les Olsen.

89 **Councilmember Clausen moved to “pay the bills as listed, except to hold the payment to
90 Les Olsen.” Councilmember Wilson seconded the motion, which passed with Clausen,
91 Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.**

92 Finance Director Report: FD Grover drew attention to a change in the allocations on the
93 Combined Cash Investment Report. Rather than the general fund showing a negative, it now reflects a
94 positive. This change is due to moving the capital improvement expenses into the capital projects
95 fund, rather than pulling them from the general fund. Capital projects that have a useful life longer
96 than a year should pull from the capital projects fund. Mr. Grover also discussed the current financial
97 statements as of Jan 31 (assuming the amendments to the budget will be approved).

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

- 99 • He has finished up the annual reports and turned them in. He received the yearly letter from
100 the State, informing that certain sampling hasn't been received. He has called them to try to
101 straighten it out, since it has been done this year, as well as every other year.
- 102 • They will start work on sewer inspections, which typically takes a couple weeks.

103 Administrative Report: Recorder Lind asked that \$200 be put in the budget this year for
104 elections. The election process is starting earlier than it used to. She also informed that Annette Smith
105 hopes the city takes pictures of the Old Church before it's torn down. Mayor Brackner felt some parts
106 of the building could be sold and the money used to help fund the razing. Engineer Rasmussen said in
107 Hyrum, they found there was a big interest in parts of a building that was taken down.

108 Public Comment: There was none.

109 Public Hearing to Discuss and Adopt a Resolution Amending the 2014-15 General Budget:

110 Mayor Brackner discussed the summary of the actual adjustments. He recommended adding the
111 election cost to the final budget amendments, done in May.

112 **Councilmember Clausen moved to “adopt Resolution 1-2015, A Resolution Amending the
113 2014-15 General Budget.” Councilmember Okelberry seconded the motion, which passed with
114 Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.**

115 Discuss and Approve a Resolution Adopting Purchasing and Expenditures for River Heights
116 City: Mayor Brackner explained the recommended change to the resolution.

117 **Councilmember Clausen moved to “adopt Resolution 2-2015, A Resolution Adopting
118 Purchasing and Expenditures for River Heights City, with the new wording in paragraph three:
119 ‘unless the provider of the product or service is a sole source.’” Councilmember Okelberry
120 seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one
121 opposed. Wright was absent.**

122 Purchase Requisition: PWD Nelson requested permission to pay two purchase requisitions.

- 123 1. Intermountain Environment Inc., in the amount of \$16,010.31 for the wells and reservoir
124 telemetry upgrade.
- 125 2. Century Equipment, in the amount of \$4,600 for the yearly case skid loader lease. This will be
126 paid for in the next fiscal year.

127 **Councilmember Clausen moved to “approve the two purchase requests discussed.”**

128 **Councilmember Smith seconded the motion, which passed with Clausen, Okelberry, Smith and
129 Wilson in favor. No one opposed. Wright was absent.**

130 PWD Nelson reminded that the Docuware system would require a purchase requisition, when it
131 gets approved.

132 Treasurer Wilker and FD Grover took leave of the meeting.

133 Discuss/Approve Preliminary Layout and Design for Conservice by Wasatch Development
134 Group: Engineer Rasmussen explained the procedure for approving this development. The Planning
135 Commission is the architectural review board. They have discussed and revised the plans and now feel
136 the concept can be forwarded to the Council at this time. Mayor Brackner read the motion, made by
the Planning Commission. He informed the Council that Engineer Rasmussen has kept a close eye on

138 the details of the project. He also reported that he, Councilmember Wilson and Councilmember Smith
139 went to look at the property today and had a few questions.

140 Bracken Atkinson explained the additional solar panels (attached to covered parking) they are
141 requesting, since their meeting with the Commission.

142 Engineer Rasmussen explained a few areas in which the Commission wanted to deviate from
143 the ordinance. He said Conservice would like to offset 50% of their potential power usage by using
144 solar power, which would require them to cut back on the amount of trees the ordinance requires.
145 Bracken Atkinson stated the look of the solar panels are very important to them, as it flows with the
146 landscaping. The Planning Commission hasn't seen the new plan yet, but Mr. Rasmussen feels they
147 will approve it.

148 Councilmember Wilson asked how they are going to make up for the slope. Bracken Atkinson
149 explained how they will dig out for the parking lot and how they'll build a retaining wall.

150 Councilmember Okelberry wondered if the neighbors would prefer them to have trees. If so,
151 could they request them? Brent Skinner said the trees are required by city ordinance, not by the
152 neighbors. Engineer Rasmussen explained the internal parking lot area and the south side of 800 South
153 are the areas where the Commission has given leeway on the number of trees. They are also going to
154 cut back on the trees along the curve of 100 East.

155 Discussion was held on the present drain line, which will be underneath the building. Brent
156 Skinner explained how they plan to capture the water earlier so they can abandon this line.

157 Councilmember Wilson asked how they will handle the irrigation water. She was told they
158 plan to utilize their own shares. Bracken Atkinson said they shouldn't have to worry about other
159 people's run off, however, they are planning to take care of the tail water so it doesn't negatively affect
160 them.

161 Councilmember Okelberry asked if they are aware of anything in the state code that requires
162 municipalities to allow renewable energies. Engineer Rasmussen said he isn't aware of a law of this
163 nature. Bracken Atkinson said they are concerned with following the city's rules as well as producing
164 an esthetically pleasing project.

165 Councilmember Wilson asked for more clarification on the roof height. She understood
166 nothing would be higher than 3 feet above the roof line. Engineer Rasmussen explained the code and
167 its allowance of certain things, such as the maintenance housing and stairway, which will be screened.

168 Engineer Rasmussen stated the city is in the process of drafting a new lighting ordinance.
169 Conservice is following the draft, since they are going to be using LED lighting.

170 Councilmember Okelberry asked about the height of the lights. Engineer Rasmussen said the
171 standard is 25 feet.

172 Councilmember Smith asked about the grading and how they will cut in for the building.
173 Engineer Rasmussen explained how it would be done.

174 Councilmember Smith asked if Engineer Rasmussen was comfortable with this design. Mr.
175 Rasmussen said he would have liked to hear more from the Commission on the building colors, etc.,
176 although he feels it looks good. They did give input on lighting and landscaping. He recommended
177 the revised parking lot plan go back to the Planning Commission for their approval. This is the only
178 item that has changed, in respect to the layout.

179 Councilmember Wilson asked about the windows. Brent Skinner said they will be tinted. She
180 would like non-glare glass. Mr. Skinner said they will use the typical windows. He's not sure they
181 make windows that don't reflect the sun.

182 Engineer Rasmussen stated that once the Council approves the plan, the developer will start on
183 the construction drawings, which will go through reviews with him.

184 **Councilmember Clausen moved to “approve the preliminary layout and design for**
185 **Conservice, by the Wasatch Development Group, with the conditions specified by the Planning**
186 **Commission and that the parking area, with solar power, be reviewed and approved by the**
187 **Planning Commission.” Councilmember Smith seconded the motion, which passed with**
188 **Clausen, Okelberry and Smith in favor. Wilson opposed. Wright was absent.**

189 Mayor Brackner asked the Conservice gentlemen if they have thought about the amount of
190 traffic this project will put onto 100 East. He asked if they would consider participating with the city
191 on extending 800 South all the way through, to the east. Bracken Atkinson said it would depend on the
192 definition of ‘participate.’ Councilmember Okelberry suggested Mayor Brackner work with them
193 outside of this meeting. Mr. Atkinson said this is something the property owner would need to
194 negotiate.

195 Councilmember Smith asked their timeline. They explained they are hoping to get started in
196 May of 2015 and occupy in August of 2016.

197 Brent Skinner and Bracken Atkinson took leave of the meeting.

198 Mayor Brackner discussed the \$2.00 raise the Council approved for Cameron Reed. He
199 recommended raising his pay by \$1.00 now. After he gets his certification then he’ll get the additional
200 \$1.00 raise.

201 Discuss Disposition of Old Church: Councilmember Wilson asked Councilmember Smith what
202 he decided about taking down the Old Church. Mr. Smith said he thought about it and would be
203 supportive. He’s not sure the property should become a park. Ms. Wilson stated, if they aren’t going
204 to have it be a park, then they shouldn’t apply for RAPZ tax to help fund the razing. Councilmember
205 Okelberry feels the city has a deficit of parks. Ideas were discussed on what could be done with the
206 property. Ms. Wilson said she doesn’t care if the building comes down this year, but if it does, she
207 needs to apply for RAPZ by the first of March.

208 Councilmember Okelberry asked how the other council members ranked this project.
209 Councilmember Clausen said he would change his ranking if the city had to fund the full project. Mr.
210 Okelberry feels they should be committed before they apply. Councilmember Wilson said they
211 shouldn’t rush into deciding. PWD Nelson pointed out that it would be next year before any
212 demolition took place because of the RAPZ timeline and needing to give the renters 180 days to
213 vacate.

214 Mayor Brackner asked the Council if they would support this, if they can get a good amount of
215 RAPZ funding. Councilmember Wilson said if RAPZ is awarded they will have 18 months to spend
216 the money. PWD Nelson suggested talking to the tenants, concerning the intentions of the city so they
217 would have time to find another place and move out. Engineer Rasmussen offered his services on
218 helping with the grant application.

219 **Councilmember Wilson moved that “the city apply for RAPZ grant money to demolish**
220 **the Old Church and put grass in.” Councilmember Okelberry seconded, which passed with**
221 **Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.**

222 Mayor and Council Reports: Mayor Brackner will send Michael Ballam a letter, letting him
223 know of the city’s intentions for the Old Church building.

224 Councilmember Smith introduced Todd Rasmussen, the Youth Council advisor. He will get
225 the youth (Tanner Burt and Kelcie Thunell) to come to the next council meeting to report their visit to
226 the state legislature.

227 Councilmember Smith said Apple Days will be the 22 or 29 of August. The Council didn’t see
228 a problem with either date. Mr. Smith and the committee will choose the date.

229 Mayor Brackner explained the attorney fee for the wastewater issue. The cost so far is \$114.
230 There will probably be another bill later.

231 Councilmember Okelberry discussed sidewalks. He has heard the federal government is going
232 after cities for not having ADA sidewalks. He recommends getting a plan in place. Mayor Brackner
233 asked PWD Nelson to draw up a draft of a city sidewalk plan.

234 Discuss and Prioritize a Capital Facilities Plan: Mayor Brackner discussed the list of potential
235 projects, their costs and his top priorities.

236 Councilmember Wright arrived at the meeting.

237 Mayor Brackner asked each council member to turn in a priority list to him. He will combine
238 them into one list the city can use, when budgeting in the coming year, and the years to come.

239 Councilmember Wright asked if there are projects that are known priorities. Mayor Brackner
240 explained the following projects that need to be done sooner than later: Sealing streets, Saddle Rock
241 street lights, 100 East fire hydrant and the 700 South water line loop.

242 Councilmember Wright reported that he and Attorney Jenkins met with the property owners of
243 Johnson's to discuss the city's interest in straightening out the property line on the brow of the hill.
244 Johnsons aren't saying much yet. The city should probably propose where the line would be and then
245 they can discuss it. He will work with Attorney Jenkins and the Planning Commission and report back
246 to the council. He hopes to have a cost figure in May so it can be included in next year's budget. He
247 will also work on a potential property layout of the area.

248 Councilmember Clausen asked if this property could incur some expenses next year.

249 Councilmember Wright said possibly; he'd rather use the money to acquire the land than to spend it on
250 improvements, at this point.

251 The meeting adjourned at 8:55 p.m.

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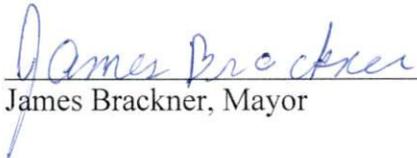
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James Brackner, Mayor


Sheila Lind, Recorder

River Heights City Bills To Be Paid

February 10, 2015

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	AT&T Mobility	Monthly Wireless Phones	\$85.32						\$85.21	\$85.37	\$255.90
2	Cache Valley Publishing	Election Notice Ad & Budget Public Hear	\$94.13								\$94.13
3	Caselle	Monthly Contract Support	\$83.35						\$83.33	\$83.32	\$250.00
4	Chevron & Texaco	Fuel for City Equip and Fill Cans						\$13.43	\$13.43	\$13.42	\$40.28
5	CNH Capital	Monthly Back-Hoe Lease (Snow Month)						\$260.50			\$260.50
6	Daines & Jenkins LLP	Legal Fees Wright-Jardine/Sackett & Sma	\$370.00								\$370.00
7	Denny's Stationery	Office Supplies	\$50.97								\$50.97
8	Forsgren Associates, Inc.	Conservice, General Consulting	\$151.25	\$230.00							\$381.25
9	Freedom Mailing Services, Inc.	Utility Bill Processing	\$126.68						\$42.23	\$42.23	\$211.14
10	Les Olson Company	Docuware Business Server Software	\$3,370.50								\$3,370.50
11	Lowe's	Blinds Bsmt, Park Restroom Floor	\$243.08		\$144.33			\$10.20	\$10.20	\$10.20	\$418.01
12	Nibley City	Attorney Fees/Waste Water - Shared	\$114.08								\$114.08
13	Peterson Plumbing Supply	Water Shelf Supplies							\$1,943.33		\$1,943.33
14	Providence City	Salt for January						\$885.59			\$885.59
15	Secure Instant Payments	Monthly Service Fee	\$11.65						\$11.65	\$11.65	\$34.95
16	South Fork Hardware	Shop, Restroom & Well Floor Finish			\$31.52			\$31.52	\$31.52	\$31.53	\$126.09
17	Thomas Petroleum	Fuel for City Equip and Fill Cans			\$40.20			\$40.20	\$40.20	\$40.20	\$160.80
18	US Postmaster	Postage	\$23.33						\$23.33	\$23.34	\$70.00
19	Walmart	Office Supplies	\$45.02								\$45.02
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Page 1 SubTotals			\$4,769.36	\$230.00	\$216.05			\$1,241.44	\$2,284.43	\$341.26	\$9,082.54

RIVER FALLS CITY
COMBINED CASH INVESTMENT
RUNNING TOTAL - LAST 12 MONTHS

		February-15											
Combined Cash Accounts		Final Mar-14	Final Apr-14	Final May-14	Final Jun-14	Final Jul-14	Final Aug-14	Final Sep-14	Final Oct-14	Final Nov-14	Final Dec-14	Final Jan-15	Final Feb-15
01-1010	Checking-General	138,308.99	185,095.11	201,556.80	249,368.24	259,376.49	223,477.14	276,567.16	126,283.50	109,352.45	142,957.41	156,647.98	128,306.53
01-1020	PTIF	47,633.54	47,653.08	47,672.82	47,691.62	47,710.63	47,729.67	47,748.37	47,768.04	47,787.95	47,808.56	47,808.56	47,808.56
01-1025	Zions Savings	239,022.79	239,022.79	239,022.79	239,100.27	239,100.27	239,100.27	239,178.63	239,178.63	239,178.63	239,100.65	239,100.65	239,100.65
01-1030	Lewiston Savings	245,411.26	245,411.26	245,411.26	245,504.05	245,504.05	245,504.05	245,586.78	245,605.96	245,605.96	245,698.82	245,698.82	245,698.82
01-1035	Cache Valley Savings	245,895.57	245,944.08	245,994.21	246,042.73	246,092.88	246,143.04	246,191.59	246,241.77	246,290.34	246,340.54	246,340.54	246,340.54
01-1075	Utility Cash Clearing Account	(6,883.64)	(6,835.73)	4.13	-	-	-	-	-	-	-	-	(2,271.98)
Total Combined Cash		909,388.51	956,290.59	979,662.01	1,027,706.91	1,037,784.32	1,001,954.17	1,055,272.53	905,077.90	888,215.33	921,905.98	935,596.55	904,983.12
01-1000	Cash Allocated to Other Funds	(909,388.51)	(956,290.59)	(979,662.01)	(1,027,706.91)	(1,037,784.32)	(1,001,954.17)	(1,055,272.53)	(905,077.90)	(888,215.33)	(921,905.98)	(935,596.55)	(904,983.12)
Total Unallocated Cash		-	-	-	-	-	-	-	-	-	-	-	-
Cash Allocation Reconciliation													
10	Allocation to General Fund	291,121.49	304,547.98	308,424.98	328,977.56	320,028.57	251,963.75	268,139.25	96,550.48	64,336.50	(145,398.38)	176,250.67	147,892.27
40	Allocation to Capital Projects Fund	300,883.63	300,905.36	314,230.37	314,307.14	314,328.79	314,352.67	314,425.50	314,455.20	314,479.61	534,630.58	210,590.21	210,590.21
51	Allocation to Water Fund	(48,488.48)	(28,548.61)	(12,044.37)	7,089.22	26,550.20	50,578.64	76,152.42	98,354.00	113,395.50	128,250.55	138,565.72	137,280.34
52	Allocation to Sewer Fund	365,871.87	379,385.86	369,051.03	377,332.99	376,876.76	385,059.11	396,555.36	395,718.22	396,003.72	404,423.23	410,189.95	409,220.30
Total Allocations from Other Funds		909,388.51	956,290.59	979,662.01	1,027,706.91	1,037,784.32	1,001,954.17	1,055,272.53	905,077.90	888,215.33	921,905.98	935,596.55	904,983.12
Allocations from Combined Cash Fund		(909,388.51)	(956,290.59)	(979,662.01)	(1,027,706.91)	(1,037,784.32)	(1,001,954.17)	(1,055,272.53)	(905,077.90)	(888,215.33)	(921,905.98)	(935,596.55)	(904,983.12)
Check - Allocations Balance		-	-	-	-	-	-	-	-	-	-	-	-

RESOLUTION 1-2015

A RESOLUTION AMENDING THE 2014-2015 GENERAL BUDGET

WHEREAS , on June 10, 2014 the River Heights City Council adopted and passed the 2014-2015 Budget; and

WHEREAS, subsequent to the adoption of said budget additional and unanticipated expenses have arisen and certain other expenses have been reduced or the necessary revenues have been secured to cover these additional expenses; and

WHEREAS, it appears both necessary and proper that appropriate adjustments be made to the 2014-2015 budget to reflect these changes;

THEREFORE, BE IT RESOLVED by the City Council of River Heights, Cache County, State of Utah, that the changes to the 2014-2015 Budget, attached hereto as Exhibit "A," are hereby approved.

BE IT FURTHER RESOLVED that this resolution shall become effective upon adoption.

ADOPTED AND PASSED by the River Heights City Council this 10th day of February, 2015.

BY:

James W Brackner, Mayor

ATTEST:

Sheila Lind, Recorder

Exhibit A

River Heights City Budget Changes As of 27 January 2015 City Council Meeting				
Account Number	Account description	Budgeted Amounts		
		As Of 7/1/14	Changes	As Of 1/27/15
General Fund - Revenues				
10-31-20	Sales Tax	\$ 180,000	\$ 10,000	\$ 190,000
10-31-30	Franchise Tax	\$ 75,000	\$ (5,000)	\$ 70,000
10-31-50	Redemption Taxes	\$ 1,000	\$ 500	\$ 1,500
10-31-60	Upp Taxes (personal property)	\$ 400	\$ 800	\$ 1,200
10-32-20	Home Occupation License	\$ 2,500	\$ (500)	\$ 2,000
10/32/40	Subdivision Fees	\$ 5,800	\$ 1,200	\$ 7,000
10-33-20	Classs "C" Roads	\$ 62,000	\$ (2,700)	\$ 59,300
10-33-25	Park Grants (RAPZ)	\$ -	\$ 5,500	\$ 5,500
10-35-10	Fines & Forfeitures	\$ 2,000	\$ 500	\$ 2,500
10-36-30	Rent - City Building	\$ 500	\$ (500)	\$ -
10-36-85	Sale of Capital Assets	\$ -	\$ 11,700	\$ 11,700
	Total Revenues	\$ 329,200	\$ 21,500	\$ 350,700
General Fund - Expenses				
10-41-03	Clerk	\$ 4,200	\$ 300	\$ 4,500
10-41-15	Payroll Taxes	\$ 4,800	\$ 800	\$ 5,300
10-41-41	Professional Fees	\$ 500	\$ 1,600	\$ 2,100
10-41-83	Capital Expenditures	\$ -	\$ 4,895	\$ 4,895
10-44-12	Office Cleaning	\$ -	\$ 1,200	\$ 1,200
10-44-55	Postage	\$ 700	\$ 300	\$ 1,000
10-44-78	Telephone	\$ 1,600	\$ 600	\$ 2,200
10-48-21	Events (Christmas Tree Lighting)	\$ 500	\$ 1,100	\$ 1,600
10-48-30	Civic Projects	\$ 1,000	\$ 500	\$ 1,500
10-51-41	Professional Fees	\$ 6,000	\$ 1,000	\$ 7,000
10-54-15	Payroll Taxes	\$ 700	\$ 100	\$ 800
10-54-60	Police	\$ 10,000	\$ 1,000	\$ 11,000
10-54-70	Animal Control	\$ 5,500	\$ 800	\$ 6,300
10-60-12	Maintenance Assistant	\$ 8,800	\$ 500	\$ 9,300
10-60-15	Payroll Taxes	\$ 2,100	\$ 200	\$ 2,300
10-60-40	Signs	\$ 2,500	\$ 1,500	\$ 4,000
10-60-56	Insurance, Liability & Other	\$ 4,500	\$ 300	\$ 4,800
10-60-80	Repairs and Maintenance	\$ 5,000	\$ 2,000	\$ 7,000
10-60-83	Capital Expenditures	\$ 205,000	\$ 117,500	\$ 322,500
10-70-12	Maintenance Assistant	\$ 10,500	\$ 600	\$ 11,100
10-70-15	Payroll Taxes	\$ 2,500	\$ 100	\$ 2,600
10-70-40	Maintenance - Ryan's Park	\$ 500	\$ 1,000	\$ 1,500
10-70-45	Maintenance - Grounds	\$ 3,000	\$ 1,200	\$ 4,200
10-70-56	Insurance, Liability & Other	\$ 1,400	\$ 200	\$ 1,600
10-70-77	Electricity	\$ 1,000	\$ 100	\$ 1,100
10-70-83	Capital Expenditures	\$ -	\$ 8,200	\$ 8,200
	Total Expenses	\$ 282,300	\$ 147,595	\$ 439,495
Water Fund				
Water Fund - Revenues				
51-36-30	Impact Fees - Water	\$ 25,000	\$ 5,000	\$ 30,000
	Total Water Fund Revenues	\$ 25,000	\$ 5,000	\$ 30,000
Water Fund - Expenses				
51-40-03	Clerk	\$ 4,000	\$ 300	\$ 4,300
51-40-12	Maintenance Assistant	\$ 10,500	\$ 600	\$ 11,100
51-40-15	Payroll Taxes	\$ 4,000	\$ 600	\$ 4,600
51-40-30	Bond Payment - Interest	\$ 12,600	\$ 4,700	\$ 17,300
51-40-37	Depreciation	\$ 67,000	\$ 9,400	\$ 76,400
51-40-46	Dues & Subscriptions	\$ -	\$ 100	\$ 100
51-40-65	Repairs & Maintenance	\$ 5,000	\$ 15,000	\$ 20,000
51-40-77	Electricity	\$ 30,000	\$ 10,000	\$ 40,000
51-40-78	Telephone	\$ 2,000	\$ 400	\$ 2,400
51-40-??	Capital Expenditures	\$ -	\$ 20,000	\$ 20,000
	Total Water Fund Expenses	\$ 135,100	\$ 61,100	\$ 196,200
Sewer Fund				
Sewer Fund - Revenues				
52-36-30	Impact Fees - Sewer	\$ 10,000	\$ 10,000	\$ 20,000
	Total Sewer Fund Revenues	\$ 10,000	\$ 10,000	\$ 20,000
Sewer Fund - Expenses				
52-40-03	Clerk	\$ 4,000	\$ 300	\$ 4,300
52-40-12	Maintenance Assistant	\$ 5,200	\$ 300	\$ 5,500
52-40-15	Payroll Taxes	\$ 2,300	\$ 300	\$ 2,600
52-40-70	Training & Meetings	\$ 500	\$ 1,500	\$ 2,000
52-40-78	Telephone	\$ 1,300	\$ 300	\$ 1,600
	Total Sewer Fund - Expenses	\$ 13,300	\$ 2,700	\$ 16,000

RESOLUTION 2-2015

A RESOLUTION ADOPTING PURCHASING AND EXPENDITURES PROCEDURES FOR
RIVER HEIGHTS CITY

WHEREAS, River Heights City needs to maintain control and appropriate fiscal responsibility with city funds;

THEREFORE, the following procedure will be followed:

1. All expenses will be written up on a work order approval form, which will need to be approved by the appropriate city council member (whose budget it falls under) prior to obligating the city or expending the funds.
2. It is the responsibility of the city council member to check their box on a regular basis to facilitate this process.
3. All expenses over \$7,500 must have competitive bids, ~~unless the provider of the product or service is a sole source~~. Generally speaking, 3 bids would be the appropriate number to request.
4. In an emergency, the process described above may be waived.

Passed and approved this 10th day of February, 2015

James W Brackner, Mayor

ATTEST:

Sheila Lind, Recorder

PURCHASE REQUISITION

River Heights City Corporation 520 South 500 East River Heights, Utah 84321 (435) 752-2646	Purchase Requisition No.: _____ Purchase Requisition Date: _____ Ship To: _____ _____ _____ _____ _____ Purchase Order Date: _____ Purchase Order No.: _____
Vendor: <u>IEI</u> <u>601 W 1700 S Suite B</u> <u>Logan Ut 84321</u>	
Department: _____	

Item	Quantity	GL #	Description	Unit Price	Extended
			OFFICE BASE STATION		\$ 6739.20 -
			Reservior		2744.11
			Pump 1		3477.00
			Pump 2		3050.00
				Subtotal	\$ 16,010.31 -
				Shipping/Other	
				TOTAL	\$ 16,010.31 -
_____ Authorized Signature				_____ Date	

REQUISITION

White: Attach to Yellow Copy of Purchase Order
 Blue: Office Copy

PURCHASE REQUISITION

River Heights City Corporation 520 South 500 East River Heights, Utah 84321 (435) 752-2646	Purchase Requisition No.: _____ Purchase Requisition Date: _____ Ship To: _____ _____ _____ _____ _____ Purchase Order Date: _____ Purchase Order No.: _____
Vendor: <u>Century Equipment</u> _____ _____ _____	
Department: _____	

Item	Quantity	GL #	Description	Unit Price	Extended
			Yearly Case Skid Loader Lease "Pay after 7/1/2015" REQUISITION		\$ 4,600.00 -
				Subtotal	\$ 4,600.00 -
				Shipping/Other	
				TOTAL	\$ 4,600.00 -
_____ Authorized Signature				_____ Date	

White: Attach to Yellow Copy of Purchase Order
 Blue: Office Copy

Planning Commission Minutes

Feb 3, 2015

38 Commissioner Seeholzer moved to "approve the minutes of the January 20, 2015
39 Commission Meeting." Commissioner Knowles seconded the motion, which carried.

40 Discussion of Conservice Preliminary Layout and Design: Bracken Atkinson reported
41 they are still working with Engineer Rasmussen on their plan for a fence on the north side.
42 They have also been discussing it with property owners.

43 Commissioner Davidsavor prefers not having trees in the park strip along the curve of
44 100 East to allow a straight line of site. Bracken Atkinson said they have made this adjustment.
45 Discussion was held on the first floor lighting and the type of lights they would be using. They
46 won't use more than 18,000 lumens. The parking lot will have 13,000 lumens (more for safety
47 than to light the lot). Mr. Atkinson said Councilmember Wilson has copies of the lighting plans
48 to file with the city.

49 Ted Wilson asked how high the lights will be set. Mr. Atkinson doesn't know the actual
50 height but explained how they will stagger. They are working with the city's rough draft lighting
51 ordinance so they can comply. PWD Nelson reminded that the lights won't be allowed to shine
52 into neighboring property. They will only be directed onto the Conservice property. If there is
53 overflow, the lights can be redirected.

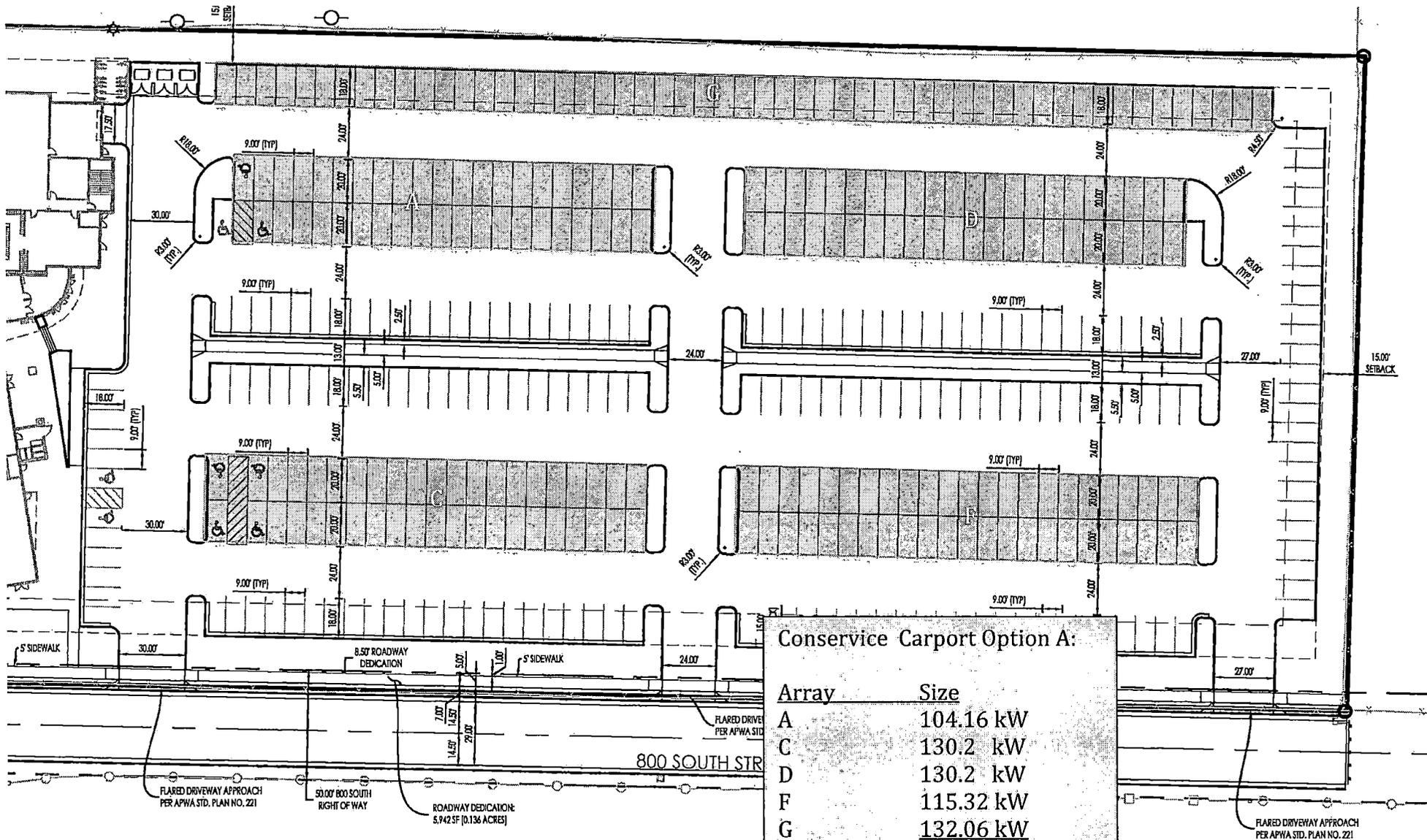
54 Commissioner Davidsavor asked about the design on the south side of the 800 South
55 park strip. Bracken Atkinson said they are working to minimize the amount of trees and
56 probably use smaller ones, per the city's request.

57 Dave Harris stated that he owns the five foot park strip along the south side of 800
58 South. He has kept it in his name, knowing he would deed it to River Heights one day. He has
59 a responsibility to the Cobblestone residents to make sure their infrastructure and atmosphere
60 are preserved. They don't want anyone to be negatively impacted by the development. He
61 hopes their plan includes a good drainage system and that the storm water will be well taken
62 care of. Commissioner Davidsavor said he believes they will be improving the situation, not
63 making anything worse. Mr. Harris explained how the current drainage system works. Mr.
64 Davidsavor stated, from the irrigation company side of things, it looks like it will be a huge
65 improvement. Bracken Atkinson said they are constantly reworking water issues and designs
66 they feel will work the best. They have worked with the city and have met with the
67 Cobblestone HOA president. City Engineer Rasmussen has been very protective of the
68 Cobblestone catch basins. He will also help facilitate the donation of the Harris property.

69 Commissioner Petersen moved to "approve and pass the Conservice preliminary
70 layout and design to the Council, with the conditions that they follow the city engineer's
71 recommendation on lighting and landscape design." Commissioner Royle seconded the
72 motion, which carried.

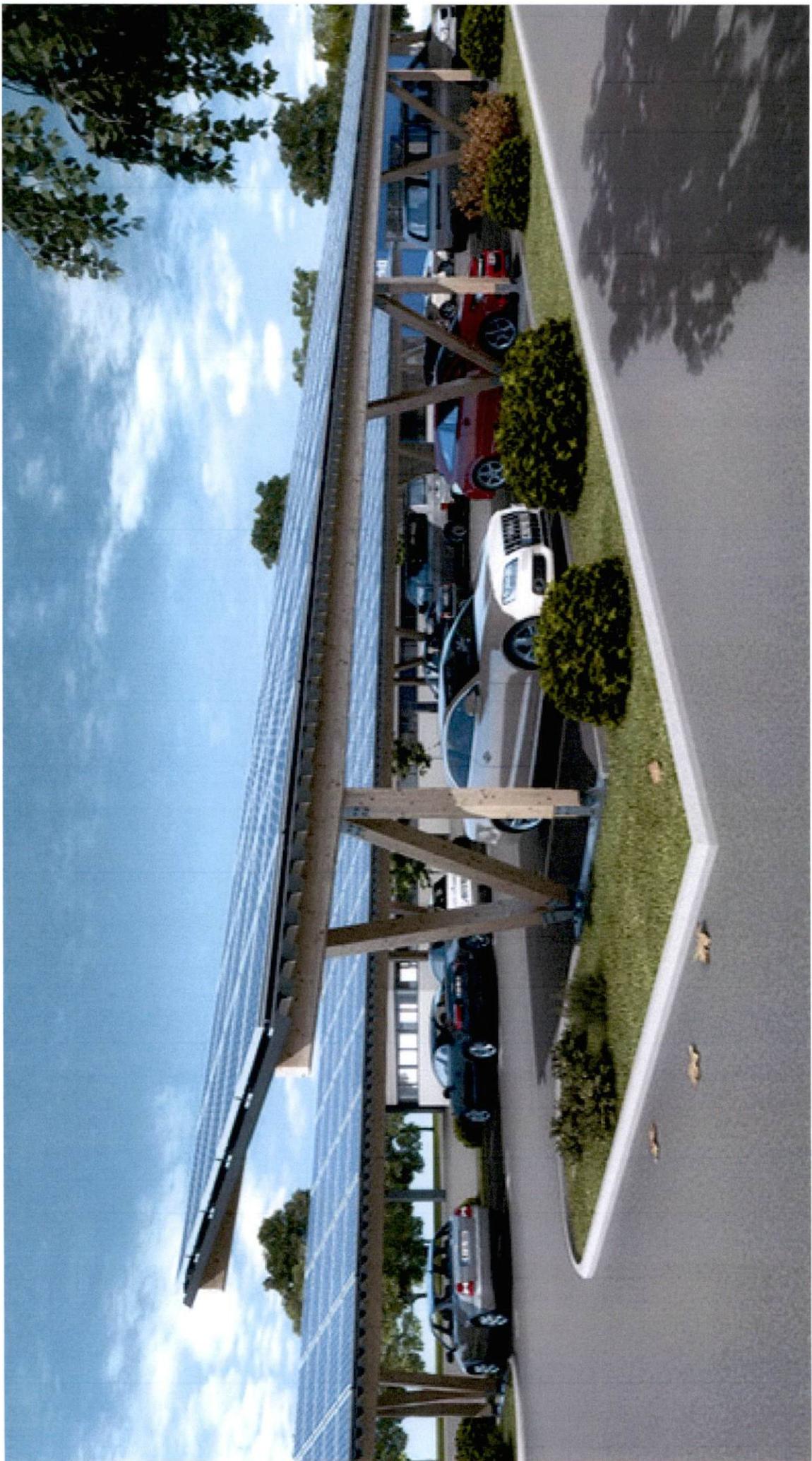
73 Commissioner Davidsavor suggested they get the fence heights figured out.

74 Discuss the Creation of a Solar Panel Ordinance: Commissioner Davidsavor explained
75 the need for a solar panel ordinance, as they continue to increase in popularity. He has asked



Conservice Carport Option A:

Array	Size
A	104.16 kW
C	130.2 kW
D	130.2 kW
F	115.32 kW
G	132.06 kW
Total 611.94 kW	



5 February 2015

Dear River Heights City Council members,

Following this first page is a brief description of 17 possible projects that need to be addressed and I am requesting that you rank them from 1 to 17 with 1 being the most important project. We will discuss them at the 10 February meeting but may not come to a final conclusion until a later meeting.

Project Name	Estimated Cost	Ranking
Roof on City Office Building	\$ 10,000	
Shop Expansion	\$100,000	
Street Lights in the First Phase of the Saddle Rock Sub-division	\$ 7,500	
Seal Streets in the First Phase of the Saddle Rock Sub-division, 400 South, and other streets.	\$ 45,000	
Acquire existing street lights & poles from Rocky Mountain Power	\$ 40,000	
Replace street lights with LED lights	\$1,000 to 54,000	
Smooth and seal coat 600 East from River Heights Drive to 400 South	\$ 40,000	
Smooth and seal coat 600 East from 400 South to 600 South	\$ 40,000	
Repair 650 South	\$ 40,000	
Repave Stewart Hill Court	\$140,000	
Build street on 800 South to connect existing street with the Conservice Project	\$180,000	
Install curb and gutters and repave 600 South from 400 East to 600 East	\$600,000	
Install curb and gutters and repave 700 South from Summerwild Avenue to 600 East	\$750,000	
Remove the old church on 500 East at 500 South Street	\$80,000 to \$120,000	
Park property on brow of the hill next to the Providence Cemetery	Unknown	
Looping the water line on 700 South	\$50,000 to \$85,000	
Install fire hydrant on 100 East	\$30,000	