Riverton City, Utah
RIVERTON LAW ENFORCEMENT SERVICE AREA
Minutes
May 21, 2019

Riverton City Hall
12830 South 1700 West
Riverton, Utah 84065

Attendance:

Board Chair Trent Staggs
Board Vice-Chair Sheldon Stewart
Board Member Tish Buroker
Board Member Brent Johnson
Board Member Tawnee McCay-*Excused*
Board Member Tricia Tingey

Konrad Hildebrandt, Administrator
Ryan Carter, City Attorney
Virginia Loader, Recorder
Kevin Hicks, Finance Director
Sgt. Wilkins, UPD
Casey Saxton, Communications Director
Chief Don Hutson, RPD
Trace Robinson, Public Works Director
Jason Lethbridge, Development Services Dir.
Wade Watkins, UFA Battalion Chief

Call to Order

Chair Trent Staggs called the Riverton Law Enforcement Service Area Meeting to order at 6:12 p.m. and conducted a roll call wherein Board Members Buroker, Johnson, McCay-Excused, Stewart, and Tingey were present.

Discussion / Action Items

UPD Presentation

Lt. Adamson, UFA Chief, was not in attendance; however, a printed Riverton Precinct Statistical Report for May 2019 was given to the Board Members in the City Council Meeting.

Resolution No. 19-02 - Approving and Authorizing the Service Area Board Chair to Enter into a Letter Agreement with the Law Firm of Fabian Vancott for Legal Representation

City Attorney Ryan Carter explained that RLESA's budget cycle follows a traditional calendar year, meaning it begins anew on January 1. Riverton City's budget cycle follows a "fiscal year," meaning it begins anew on July 1. For a host of reasons, it would be beneficial to RLESA and Riverton City if each entity operated from the same budget cycle. The process to switch a governmental entity's cycle requires special assistance from an expert in the field of operating budgets for limited purpose governmental entities. Mr. Mark H. Anderson of Fabian VanCott serves as counsel for the Utah Association of Special Service Districts and holds unique expertise in the field of tax administration and management of all legal issues affecting limited

purpose governmental entities. For this reason, Mr. Anderson is a "sole source" for the purpose of advising RLESA in changing its budget cycle

Board Member Stewart **MOVED to approve the Riverton Law Enforcement Service Area approve Resolution No. 19-02 - Authorizing execution of a Letter Agreement with Fabian VanCott to advise process of changing budget year cycle for RLESA, as provided by staff.** Board Member Tingey **SECONDED** the motion. Chair Staggs called for discussion on the motion; there being none, he called for a vote. The vote was as follows: Board Members Buroker-Yes, Johnson-Yes, McCay-Excused, Stewart-Yes, and Tingey-Yes. **The motion passed.**

RLESA Financial Update

Kevin Hicks, Finance Director, presented and reviewed a Finance Report ending April 30, 2019.

Audit Report for Year Ended December 31, 2018

Kevin Hicks, Administrative Services Director, briefly explained the audit process and then he commended City Treasurer Jiny Proctor for her work in conjunction with the RLESA Audit. He then introduced Ron Stewart of Gilbert & Stewart, Certified Public Accountants, who completed the Audit for the year ended December 31, 2018.

Mr. Stewart reviewed a report on Internal Control over Financial Reporting and on Compliance and Other Matters and reported that the Riverton Law Enforcement Service Area complied, in all material respects, with the state compliance requirements for the year ended December 31, 2018.

Board Member Tingey **MOVED to approve the Audit Report for the year ended December 31, 2018.** Board Member Stewart **SECONDED** the motion. Chair Staggs called for discussion on the motion; there being none, he called for a vote. The vote was as follows: Board Members Buroker-Yes, Johnson-Yes, McCay-Excused, Stewart-Yes, and Tingey-Yes. **The motion passed.**

Approval of Minutes: RLESA 03-19-19

Board Member Tingey **MOVED to approve the Minutes of RLESA 03-19-19.** Board Member Stewart **SECONDED** the motion. Chair Staggs called for discussion on the motion; there being none, he called for a vote. The vote was as follows: Board Members Buroker-Yes, Johnson-Yes, McCay-Excused, Stewart-Yes, and Tingey-Yes. **The motion passed.**

ADJOURN

Board Member Stewart **MOVED to adjourn.** Board Member Tingey **SECONDED** the motion. Chair Staggs called for a vote. The vote was as follows: Council Members Buroker-Yes, Johnson-Yes, McCay-Yes, Stewart-Yes, and Tingey-Yes. **The motion passed.** The meeting adjourned at 6:20 p.m.

Approved: RLESA 06-18-19