

Mayor
MICHAEL KOURIANOS

City Attorney
ERIC JOHNSON

City Recorder
SHERRIE GORDON

City Treasurer
SHARI MADRID

Finance Director
LISA RICHENS



185 East Main - P.O. BOX 893 - PRICE, UT 84501
PHONE (435) 637-5010 - Fax (435) 637-7263
www.pricecityutah.com

PRICE CITY COUNCIL

City Council

JOE CHRISTMAN

RICK DAVIS

AMY KNOTT-JESPERSEN

BOYD MARSING

LAYNE MILLER

PUBLIC NOTICE OF MEETING

Public notice is hereby given that the City Council of Price City, Utah, will hold a Regular Meeting in the Council Chambers, 185 East Main, Price, Utah, at 5:30 PM on 04/27/2022. The Mayor reserves the right to modify the sequence of agenda items in order to facilitate special needs.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. SAFETY SECONDS - Councilmember Christman
5. PUBLIC COMMENT
6. MASTER MUNICIPAL CLERK AWARD - Presentation of the International Institute of Municipal Clerks' Master Municipal Clerk designation to the City Recorder by Colleen Mulvey, President of the Utah Municipal Clerks Association.
7. PRICE BOYS & GIRLS CLUB - A groups of teens will propose a plan to bring awareness to the substance abuse in our community.
8. PACIFIC SOUTHWEST REGIONAL BASEBALL TOURNAMENT - Consideration and possible approval of a \$1,000 sponsorship requested by Jill Emerson, Tournament Director.
9. RESOLUTION NO. 2022-009 -- Consideration and possible approval of a Resolution Amending and Adding Price Municipal Corporation Job Descriptions for the Positions of: Utility Collections Clerk, Customer Service and Collections Specialist II, and Customer Service and Collections Specialist III.
10. RESOLUTION NO. 2022-010 - Consideration and possible approval of a Resolution Adopting the Employee Promotion Career Ladder Matrix for the Customer Service Career Track.

CONSENT AGENDA

11. MINUTES
 - a. April 13, 2022 City Council Workshop
 - b. April 13, 2022 City Council Meeting
12. PROJECT 6C-CLASS C ROADS PAINT STRIPING FOR FY2022-23 & FY2023-24 - Consideration and possible approval of awarding the contract for paint striping to Premier Striping for \$76,960.00. Other Bid Received: Straight Stripe \$111,610.00.
13. PRICE RIVER WATER IMPROVEMENT DISTRICT, BOARD OF TRUSTEES LETTER, MAIN STREET SEWER EXPANSION - Ratification of letter of commitment to PRWID for developing a transition plan to transfer ownership of existing sewer collection system within Price City limits from PRWID to Price City.
14. BUSINESS LICENSES - Consideration and possible approval of business licenses for: Party Express & Gifts LLC at 175 S Carbon Ave and Workshops for Musicians and Writers at 46 E Main St.
15. TRAVEL REQUEST - Consideration and possible approval of travel request for: Bret Cammans,

Customer Services Director - UAMPS Monthly Directors Meeting, May 17-18, 2022, Salt Lake City, UT.

16. UNFINISHED BUSINESS

I, Sherrie Gordon, the duly appointed and acting City Recorder for Price City, hereby certify that the foregoing City Council Agenda was emailed to ETV10 News, a newspaper of general circulation within Price City/Carbon County, Radio Stations KOAL and KUSA. The agenda was also posted in City Hall, the City's website at www.priceutah.net, and on the Utah Public Meeting Notice Website <http://www.utah.gov/pmn/index.html> on . This meeting may be held electronically via telephone to permit one or more of the council members to participate.

Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should contact the City Records Office at 185 E. Main Price, Utah, telephone 435-636-3183 at least 24 hours prior to the meeting.



International Institute of Municipal Clerks

Professionalism in Local Government

March 31, 2022

Dear Sherrie Gordon, MMC:

On behalf of the Board of Directors, it is my pleasure to inform you that you have been awarded the International Institute of Municipal Clerks' designation of Master Municipal Clerk. Included in this package is your hard-earned MMC certificate, as well as your MMC lapel pin. We know you will wear it proudly.

IIMC grants the MMC designation only to those Municipal Clerks who complete demanding education requirements; and who have a record of significant contributions to their local government, their community and state.

In light of the speed and drastic nature of change these days, lifelong learning is not only desirable, it is necessary for all in local government to keep pace with growing demands and changing needs of the citizens we serve. We applaud your educational accomplishments and achievement of this milestone and congratulate you on your personal pursuit of professional excellence.

Sincerely,

Sheri L. Pierce, MMC
IIMC President



Hereby Confers The Designation of

Master Municipal Clerk

Upon

Sherrie Gordon, MMC

In Fulfillment Of Requirements Prescribed By The
International Institute Of Municipal Clerks.

Certified This 31 Day Of March A.D. 2022

Sheri L. Pierce

IIMC President

Chris Shalh

IIMC Director of Education



Sherrie Gordon <sherrieg@priceutah.net>

City Council Meeting

1 message

Quakee Tabone <qtabone@gsclclubs.org>
To: sherrieg@priceutah.net

Tue, Apr 19, 2022 at 8:37 AM

Hi Sherrie!

My name is Quakee Tabone, I am the Club Director at Price Boys & Girls Club. We have a group of teens that would like to propose a plan to bring awareness to the substance abuse in our community during a city council meeting. They have been working on launching a public service announcement and would like to present it to the city council first. This is part of a grant that Boys & Girls Club participates in that encourages youth to get involved in civic engagement initiatives.

Is there any way we can get on the agenda for May? We want to give the youth the opportunity to present their idea before the school year ends and we lose some of them for the summer!

Please let me know if you have any questions. Thank you!

--

Quakee Tabone

Club Director
Boys & Girls Club of Greater Salt Lake
Price Boys & Girls Club
60 E 100 N
Price, UT 84501
435-637-6066
qtabone@gsclclubs.org/www.GSLClubs.org



Sherrie Gordon <sherrieg@priceutah.net>

Re: Pacific southwest Regional baseball tournament

1 message

Jill Emerson <jill.emerson4636@gmail.com>
To: Sherrie Gordon <sherrieg@priceutah.net>

Sun, Apr 17, 2022 at 4:38 PM

I am contacting you to get on the Price City Council meeting for Wednesday the 27th. I am bringing two regional baseball tournaments July 24 through the 30th. Attached are the two contracts I have with Babe Ruth league. I am asking for \$1000 to help bring the tournaments here since each age group is \$3000 apiece. I Jill Emerson Will be the tournament director for all 2 age groups. We will have teams coming in from Hawaii California Nevada Arizona and Utah. There will be 12 teams in each age group with 8's and 13's. These tournaments will bring in 1500 people over this 1 week. Thanks for always being supportive and helping us bring these baseball tournaments here. We love America's favorite past time sport....Baseball!
If u need anything else please let me know.

On Wed, Apr 13, 2022 at 7:57 AM Sherrie Gordon <sherrieg@priceutah.net> wrote:

The next City Council meeting will be April 27, 2022. The information is needed no later than April 20, 2022.

Thank you.

Sherrie

Sherrie Gordon, MMC
Price City Recorder
185 East Main
Price, UT 84501
Monday through Thursday
8:00 A.M. - 5:00 P.M.
Office: 435-636-3183 Fax: 435-637-2905
sherrieg@priceutah.net

Price
Utah

On Tue, Apr 12, 2022 at 4:52 PM Jill Emerson <jill.emerson4636@gmail.com> wrote:

Could u let me know when the next Price city council meeting is? I need to send info to get on the agenda.
Thanks Jill Emerson

AGREEMENT
Pacific Southwest Region of
Babe Ruth League, Inc.

THIS AGREEMENT made and entered into this ____ day of _____ (month), _____ (year), by and between Carbon Babe Ruth Regionals, hereinafter referred to as the "First Party", having its principal place of business Price, Utah and BABE RUTH LEAGUE, INC. a corporation duly organized and existing under and by virtue of the laws of the state of New Jersey, hereinafter referred to as the "Second Party", having its principal place of business at 1670 Whitehorse-Mercerville Road Hamilton, New Jersey.

WHEREIN, IT IS MUTUALLY AGREED, as follows:

1. The Second Party hereby designates Carbon Babe Ruth Regionals of Price, Utah as the Host League for the BABE RUTH LEAGUE, INC. Pacific Southwest 13-Year-Old Babe Ruth Regional Tournament for the year 2022.
2. The First Party agrees, at its own expense, to make arrangements that the BABE RUTH LEAGUE, INC. Pacific Southwest 13-Year-Old Babe Ruth Regional Tournament for the year 2022 will be played at Carbon High School, located at 750 E. 400 North, in the city of Price in the state of Utah from July 25, 2022 to the termination of play. The Second Party shall cause the teams, managers, and coaches to be present in Price, UT for said tournament.
3. The First Party shall be responsible for all financial obligations, with the exception of those terms which are specifically enumerated in the paragraphs below, which specify the responsibility of the Second Party.
4. Payments totaling Three Thousand Dollars (\$3000) must be paid to the Second Party per the following schedule: One Thousand Dollars (\$1000) (non-refundable) at the contract signing; One Thousand Dollars (\$1000) by May 1; and One Thousand Dollars (\$1000) by July 1. **All checks are to be made out to Babe Ruth League, Inc.**
5. At least three complimentary sleeping rooms will be provided by the First Party to the Second Party in a local Hotel / Motel. **(Upgrades can be discussed with Host League at individual's expense.)**

6. The First Party agrees to obtain sponsors or to provide funds for a Managers, Coaches and Umpires Breakfast; Reception Picnic for Managers, Coaches, and Players; Stadium with Press Box; Tournament telephone at the ballpark (cell phone is ok).
7. **There will be NO Host Families for this Tournament.**
8. The First Party agrees to use the official Babe Ruth Tournament Baseball manufactured by Rawlings (BRO OR RBRO). **Five dozen PSW Regional Baseballs will be provided by Second Party.**
9. The host team from the host city will be a tournament team selected from the league or division of a league meeting all the requirements as set forth in the Rules and Regulations of BABE RUTH LEAGUE, INC. for a tournament team. (Host League may select more than one team to compete in regular tournament competition. Host team must be so designated prior to tournament play. At no time is it permissible for a player, manager, or coach to appear on more than one **“active/participating”** tournament team roster in the same year.)
10. **The Second Party has final authority and responsibility which shall be reasonably exercised on all scheduling and rescheduling of Regional Tournament games, based on the recommendations of the First Party and to the best interest of the Regional Tournament.**
11. The Regional Commissioner will provide four (4) umpires. The First Party will pay each umpire Forty Dollars (\$40) for each game they work. Three (3) umpires will be used for each game. **The First Party will provide adequate dressing facilities for umpires, approved by the Regional Commissioner or his representative.**
12. **The First Party agrees to provide nineteen (19) Championship awards, nineteen (19) Runner-Up awards, ten (10) All Tournament awards, one (1) Sportsmanship award and one (1) MVP award. The First Party will establish a committee to select the ten (10) All Tournament players, the Sportsmanship award and the MVP award.**
13. The Second Party will provide a Championship banner and a Championship plaque.

14. The First Party assumes the responsibility and liability for active local promotion of all aspects of the Regional Tournament, including picnic, ticket sales, photographs, satisfactory ball fields, and souvenirs. The First Party must have permission from the Second Party for the use of the BABE RUTH LEAGUE, INC. emblems, logo, and registered trademarks.
15. **The Second Party has final authority and responsibility on all major decisions, which shall be based upon the recommendations of the First Party to the best interest of the Regional Tournament.**
16. The Parties agree that all memoranda relating to the conduct of this Regional Tournament and agreed to by the parties involved, shall become part of this contract; said memoranda to become binding only when signed by the Pacific Southwest Regional Commissioner of BABE RUTH LEAGUE, INC. or his designee, and the President or Vice President of the First Party.
17. The First Party is entitled to exclusive right to exercise an option on publishing a Babe Ruth Regional Tournament program book, with all proceeds to remain with said First Party.
18. The First Party is entitled to exclusive ticket sales, concession stand rights, advertising and souvenirs, and is specifically entitled to all income derived from said tickets, concessions, advertising, and souvenirs.
19. Tournament information sheet shall be forwarded to PSW Regional Commissioner sixty (60) days prior to start of Tournament.
20. A comprehensive list of Hotels/Motels shall be submitted with information sheet, and all efforts of competing teams to occupy designated Hotels/Motels will be given to teams.
21. Does Host League carry Babe Ruth Insurance? (K&K) **Yes or No.** If No, please provide a copy of insurance stating coverage for regional staff attending Tournament (umpires, commissioners, etc.).
22. This agreement shall be interpreted according to the laws of the state of New Jersey. In witness whereof, the parties hereto caused these present to be executed by their duly authorized officers the day and year below written.

PACIFIC SOUTHWEST REGION OF BABE RUTH LEAGUE, INC.

By _____
Pacific Southwest Regional Commissioner Date _____

By _____
Date _____

Title Carbon Babe Ruth Regionals President _____

Address _____

Phone _____

Email _____

AGREEMENT
Pacific Southwest Region of
Babe Ruth League, Inc.

THIS AGREEMENT made and entered into this ____ day of _____ (month), _____ (year), by and between Carbon Babe Ruth Regionals, hereinafter referred to as the "First Party", having its principal place of business in Price, Utah and BABE RUTH LEAGUE, INC. a corporation duly organized and existing under and by virtue of the laws of the state of New Jersey, hereinafter referred to as the "Second Party", having its principal place of business at 1670 Whitehorse-Mercerville Road, Hamilton, New Jersey.

WHEREIN, IT IS MUTUALLY AGREED, as follows:

1. The Second Party hereby designates Carbon Babe Ruth Regionals of Price, Utah as the Host League for the BABE RUTH LEAGUE, INC. Pacific Southwest 8-Year-Old Cal Ripken Division Regional Tournament for the year 2022.
2. The First Party agrees, at its own expense, to make arrangements that the BABE RUTH LEAGUE, INC. Pacific Southwest 8-Year-Old Cal Ripken Division Regional Tournament for the year 2022 will be played at Helper Borla Field, located at 115 Second North, in the city of Helper in the state of Utah from July 25, 2022 to the termination of play. The Second Party shall cause the teams, managers, and coaches to be present in Helper, UT for said tournament.
3. The First Party shall be responsible for all financial obligations, with the exception of those terms which are specifically enumerated in the paragraphs below, which specify the responsibility of the Second Party.
4. Payments totaling Three Thousand Two Hundred Dollars (\$3200) must be paid to the Second Party per the following schedule: One Thousand Two Hundred Dollars (\$1200) (non-refundable) at the contract signing; One Thousand Dollars (\$1000) by May 1; and One Thousand Dollars (\$1000) by July 1. **All checks are to be made out to Babe Ruth League, Inc.**
5. At least three complimentary sleeping rooms will be provided by the First Party to the Second Party in a local Hotel / Motel. **(Upgrades can be discussed with Host League at individual's expense.)**

6. The First Party agrees to obtain sponsors or to provide funds for a Managers, Coaches and Umpires Breakfast; Reception Picnic for Managers, Coaches, and Players; Stadium with Press Box; Tournament telephone at the ballpark (cell phone is ok). **To assist in offsetting expenses, the First Party shall have the right to charge a gate fee not to exceed \$5.00 per day. Tournament passes are at the discretion of the First Party.**
7. **There will be NO Host Families for this Tournament.**
8. The First Party agrees to use the official Babe Ruth Tournament Baseball manufactured by Rawlings (CAL or RCAL). **Five dozen PSW Regional Baseballs will be provided by Second Party.**
9. The host team from the host city will be a tournament team selected from the league or division of a league meeting all the requirements as set forth in the Rules and Regulations of BABE RUTH LEAGUE, INC. for a tournament team. (Host League may select more than one team to compete in regular tournament competition. Host team must be so designated prior to tournament play. At no time is it permissible for a player, manager, or coach to appear on more than one "active/participating" tournament team roster in the same year.)
10. **The Second Party has final authority and responsibility which shall be reasonably exercised on all scheduling and rescheduling of Regional Tournament games, based on the recommendations of the First Party and to the best interest of the Regional Tournament.**
11. The Regional Commissioner will provide four (4) umpires. The First Party will pay each umpire Twenty-five Dollars (\$25) for each game they work. A minimum of two (2) umpires will be used for each game with a maximum of four (4) for each championship round game. Note: If housing is not required for some umpires, the Regional Commissioner or his designee may authorize payment of umpires at Thirty Dollars (\$30) per game, in lieu of housing. **The First Party will provide adequate dressing facilities for umpires, approved by the Regional Commissioner or his representative.**
12. **The First Party agrees to provide nineteen (19) Championship awards, nineteen (19) Runner-Up awards, ten (10) All Tournament awards, one (1) Sportsmanship award and one (1) MVP award. The First Party will establish a committee to select the ten (10) All Tournament players, the Sportsmanship award and the MVP award.**

13. The Second Party will provide a Championship banner and a Championship plaque.
14. The First Party assumes the responsibility and liability for active local promotion of all aspects of the Regional Tournament, including picnic, ticket sales, photographs, satisfactory ball fields, and souvenirs. The First Party must have permission from the Second Party for the use of the BABE RUTH LEAGUE, INC. emblems, logo, and registered trademarks.
15. **The Second Party has final authority and responsibility on all major decisions, which shall be based upon the recommendations of the First Party to the best interest of the Regional Tournament.**
16. The Parties agree that all memoranda relating to the conduct of this Regional Tournament and agreed to by the parties involved, shall become part of this contract; said memoranda to become binding only when signed by the Pacific Southwest Regional Commissioner of BABE RUTH LEAGUE, INC. or his designee, and the President or Vice President of the First Party.
17. The First Party is entitled to exclusive right to exercise an option on publishing a Cal Ripken Regional Tournament program book, with all proceeds to remain with said First Party.
18. The First Party is entitled to exclusive ticket sales, concession stand rights, advertising and souvenirs, and is specifically entitled to all income derived from said tickets, concessions, advertising, and souvenirs.
19. Tournament information sheet shall be forwarded to PSW Regional Commissioner sixty (60) days prior to start of Tournament.
20. A comprehensive list of Hotels/Motels shall be submitted with information sheet, and all efforts of competing teams to occupy designated Hotels/Motels will be given to teams.
21. Does Host League carry Babe Ruth Insurance? (K&K) **Yes or No.** If No, please provide a copy of insurance stating coverage for regional staff attending Tournament (umpires, commissioners, etc.).
22. This agreement shall be interpreted according to the laws of the state of New Jersey. In witness whereof, the parties hereto caused these present to be executed by their duly authorized officers the day and year below written.

PACIFIC SOUTHWEST REGION OF BABE RUTH LEAGUE, INC.

By _____
Pacific Southwest Regional Commissioner Date _____

By _____
Date _____

Title Carbon Babe Ruth Regionals President _____

Address _____

Phone _____

Email _____

RESOLUTION NO. _____

**A RESOLUTION AMENDING AND ADDING PRICE MUNICIPAL CORPORATION JOB DESCRIPTIONS
FOR THE POSITIONS OF:**

1. UTILITY COLLECTIONS CLERK
2. CUSTOMER SERVICE & COLLECTIONS SPECIALIST II
3. CUSTOMER SERVICE & COLLECTIONS SPECIALIST III

WHEREAS Resolution No. 2022-007, as adopted by the Price City Council the 13th day of April 2022, sets forth the job descriptions for employees of Price City; and

WHEREAS, Price City has determined that it is in the best interest of the community to maintain a current and updated job description for Laborer I, Laborer II and Laborer III in order to serve and protect the public.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE PRICE CITY COUNCIL AS FOLLOWS:

Section 1. Amendment and Addition of Job Descriptions

- A. Resolution No. 2022-007, is hereby amended to provide a job description for the position of Utility Collections Clerk as indicated in **Exhibit A**.
- B. Resolution No. 2022-007, is hereby amended to provide a job description for the position of Customer Service and Collections Specialist II as indicated in **Exhibit B**.
- C. Resolution No. 2022-007, is hereby added to provide a job description for the position of Customer Service and Collections Specialist III as indicated in **Exhibit C**.

Section 2. Adoption of Job Descriptions

- A. The text of the attached **Exhibit A** is hereby adopted as the job description for the position of Utility Collections Clerk
- B. The text of the attached **Exhibit B** is hereby adopted as the job description for the position of Customer Service and Collections Specialist II.
- C. The text of the attached **Exhibit C** is hereby adopted as the job description for the position of Customer Service and Collections Specialist III.

Section 3. Severability

The provisions of this resolution and the provisions adopted or incorporated by reference are severable.

Section 4. Repealer

The provisions of any other resolutions in conflict herewith are hereby repealed.

Section 5. Effective Date

This resolution shall become effective on the _____ day of _____ 2022.

PASSED AND ADOPTED BY THE PRICE CITY COUNCIL THIS _____ DAY OF _____, 2022.

PRICE MUNICIPAL CORPORATION

Michael Kourianos, Mayor

Attest:

Sherrie Gordon, City Recorder

EXHIBIT A
UTILITY COLLECTIONS CLERK

Job title	<i>Utility Collections Clerk</i>	Grade Number	<i>7</i>
Reports to	<i>Customer Service Director</i>	FLSA Classification	<i>Hourly, Non-Exempt</i>
Department	<i>Customer Service</i>	Effective Date	<i>4/13/2022</i>

Job purpose

The Utility Collections Clerk is the focal point for citizens of Price City. The primary role will be to assist the Customer Services Collections Specialists with daily duties. Through this role, citizens/customers will be able to make payments for city utilities and get information about city services.

Duties and responsibilities

Provides information concerning the amenities and availability of City facilities that are available for rental and/or reservation.

Assists customers with payments for city services such as utilities, dog licenses, business licenses etc.

Directs customers to other areas of the city for assistance such as Public Works, Finance, Fire Department and Police Department and follows through to assure customer inquiries were resolved.

To the extent possible, assists customers requesting information about City cemeteries such as the location or purchase of plots and arrangements necessary for burials. Escalates inquiries as needed to the Customer Services and Collections Specialists.

To the extent possible, assists customer with needs and issues regarding utilities and enters information into the customer services database. Escalates inquiries as needed to the Customer Services and Collections Specialists.

Provides first level support for customer complaints and distributes them to appropriate staff or department.

Maintains customers basic account information.

Works with Supervisor to recommend policies that promote and ensure fair, consistent, and efficient operations and high levels of customer satisfaction.

Recommends and maintains standard operating procedures and policies that define the operations of the department. Properly and accurately accounts for and balances all associated financial transactions.

Qualifications

Education and Experience:

- A. Graduation from high school or GED
- AND
- B. One (1) year experience in a customer service environment with experience handling money, balancing transactions is preferred but not required.
- OR
- C. An equivalent combination of education and experience.

Knowledge, Skills, and Abilities:

- Working knowledge of general office practices.
- Working knowledge of recording and filing procedures and methodologies; some knowledge of utility billing procedures and recording.
- Computer literacy, including working knowledge of word processing, presentation, and spreadsheet programs.
- Good mathematical skills: ability to handle monetary transactions and balance daily transactions
- Must have ability to develop and effectively apply a comprehensive knowledge of City departments, functions, policies, procedures, and processes.
- Must have ability to break down complex problems into action items; and make decisions when established procedures do not apply.
- Ability to develop and maintain effective working relationships with elected officials, staff, and the general public.
- Excellent interpersonal skills, including diplomacy, written and verbal communication, empathy, personal and telephone etiquette.

Special Qualifications

- Must possess or be able to obtain a valid Utah Driver's License.
- Type 30 wpm and operate a 10 key machine.

Physical requirements and demands

- While performing the duties of this job, the employee typically works in a business office setting where he or she is regularly required to remain in a stationary or standing position, and to move about the office.
- The employee is required to type and write efficiently, activate controls, and operate office productivity machinery such as computer, calculator, copy machine, and printer.
- The employee must inspect, create, and review written documents and communicate with others both in person and on the telephone.
- On occasion, the employee must be able to move equipment and supplies weighing up to 25 pounds.
- Must be able to handle stressful situations effectively.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, or skills required. This job description is subject to change as the need and requirements of the job change.

EXHIBIT B
CUSTOMER SERVICE AND COLLECTIONS SPECIALIST II

Job title	<i>Customer Service & Collections Specialist II</i>	Grade Number	9
Reports to	<i>Customer Service Director</i>	FLSA Classification	<i>Hourly, Non-Exempt</i>
Department	<i>Customer Service</i>	Effective Date	4/13/2022

Job purpose

The Customer Service and Collections Specialist is the focal point for citizens of Price City. Through this role, citizens/customers will be able to make payments for any services provided by Price City, make reservations for the auditorium, parks, baseball fields, or conference rooms, get information and make arrangements at City cemeteries and initiate problem resolution of all kinds.

Duties and responsibilities

Provides information concerning the amenities and availability of City facilities that are available for rental and/or reservation, maintain city calendars and work with associated departments to assure preparation and appropriate coverage for events. Additionally can direct customer to other city or county offices for assistance.

Assists customers requesting information about City cemeteries such as the location or purchase of plots and arrangements necessary for burials including all appropriate documentation including Deeds and coordinates burial arrangements with staff, mortuaries and any other related services.

A good understanding of utility metering with the ability to work with and coordinate activities with Meter Readers and assure appropriate tracking of customer events and quality of utility data collection.

Extensive knowledge of city management software with the ability to complete data transaction with 3rd party vendors and perform necessary reviews to assure accuracy of transactions.

Handles customer accounts regarding utilities, including setup of new customer accounts, creates work orders (connect, disconnect & reconnect), collects and tracks payments and receipts, and reviews billing registers, billing collections, credit memo/credit balance refunds, equal pay set-up, and City Sanitation work orders.

Collects customer complaints and distributes them to appropriate departments. With customer complaints related to customer service, reviews customer concerns in an attempt to resolve customer issue. Escalates issues as needed to senior Customer Service & Collections Specialist or Director as needed.

Maintains customer accounts, prints proof reports, audits proof reports and monitors accuracy of billing, tracks special program assistance, is aware of assistance programs, directs customers to appropriate assistance programs, assists with termination billing, special billing / payment arrangements, delinquent account processing (letters, door hangers, etc.), court processing (utility, library, police, public works), and assists with utility billing as needed.

Works with other city departments such as Public Works, Finance and others, as well as outside business such as City Sanitation to coordinate customer activities, resolve account issues, perform research tasks and audits.

Works with Supervisor to recommend policies that promote and ensure fair, consistent, and efficient operations and high levels of customer satisfaction.

Recommends and maintains standard operating procedures and policies that define the operations of the department. Properly and accurately accounts for and balances all associated financial transactions.

Qualifications

Education and Experience:

D. Graduation from high school or GED

AND

E. Five (5) years' experience in a customer service environment with experience handling money, balancing transactions, documenting office procedures, and recommending policies.

OR

F. An equivalent combination of education and experience.

Knowledge, Skills, and Abilities:

- Working knowledge of general office practices.
- Working knowledge of recording and filing procedures and methodologies; some knowledge of utility billing procedures and recording.
- Computer literacy, including working knowledge of word processing, presentation, and spreadsheet programs.
- Good mathematical skills: ability to handle monetary transactions and balance daily transactions
- Must have ability to develop and effectively apply a comprehensive knowledge of City departments, functions, policies, procedures, and processes.
- Must have ability to break down complex problems into action items; and make decisions when established procedures do not apply.
- Ability to develop and maintain effective working relationships with elected officials, staff, and the general public.
- Excellent interpersonal skills, including diplomacy, written and verbal communication, empathy, personal and telephone etiquette.

Special Qualifications

- Must possess or be able to obtain a valid Utah Driver's License.
- Type 30 wpm and operate a 10 key machine by touch

Physical requirements and demands

- While performing the duties of this job, the employee typically works in a business office setting where he or she is regularly required to remain in a stationary or standing position, and to move about the office.
- The employee is required to type and write efficiently, activate controls, and operate office productivity machinery such as computer, calculator, copy machine, and printer.

- The employee must inspect, create, and review written documents and communicate with others both in person and on the telephone.
 - On occasion, the employee must be able to move equipment and supplies weighing up to 25 pounds.
 - Must be able to handle stressful situations effectively.
-

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, or skills required. This job description is subject to change as the need and requirements of the job change.

EXHIBIT C
CUSTOMER SERVICE AND COLLECTIONS SPECIALIST III

Job title	<i>Customer Service & Collections Specialist III</i>	Grade Number	<i>10</i>
Reports to	<i>Customer Service Director</i>	FLSA Classification	<i>Hourly, Non-Exempt</i>
Department	<i>Customer Service</i>	Effective Date	<i>4/13/2022</i>

Job purpose

The Customer Service and Collections Specialist is the focal point for citizens of Price City. Through this role, citizens/customers will be able to make payments for any services provided by Price City, make reservations for the auditorium, parks, baseball fields, or conference rooms, get information and make arrangements at City cemeteries and initiate problem resolution of all kinds.

Duties and responsibilities

Provides information concerning the amenities and availability of City facilities that are available for rental and/or reservation, maintain city calendars and work with associated departments to assure preparation and appropriate coverage for events. Additionally can direct customer to other city or county offices for assistance.

Assists customers requesting information about City cemeteries such as the location or purchase of plots and arrangements necessary for burials including all appropriate documentation including Deeds and coordinates burial arrangements with staff, mortuaries and any other related services.

A good understanding of utility metering with the ability to work with and coordinate activities with Meter Readers and assure appropriate tracking of customer events and quality of utility data collection.

Extensive knowledge of city management software with the ability to complete data transaction with 3rd party vendors and perform necessary reviews to assure accuracy of transactions.

Handles customer accounts regarding utilities, including setup of new customer accounts, creates work orders (connect, disconnect & reconnect), collects and tracks payments and receipts, and reviews billing registers, billing collections, credit memo/credit balance refunds, equal pay set-up, and City Sanitation work orders.

Collects customer complaints and distributes them to appropriate departments. With customer complaints related to customer service, reviews customer concerns in an attempt to resolve customer issue. Ability to work with customer to create payment arrangements and direct customer to service that provide payment assistance. Escalates issues as needed to Director as needed.

Processes unresolved payment issues in the Bad Debt system and as necessary to court cases or collections services. Track all Bad Debt cases and account for money collected and unresolved bad debt for budget and accounting purposes.

Complete court documents and present cases in court.

Maintains customer accounts, prints proof reports, audits proof reports and monitors accuracy of billing, tracks special program assistance, is aware of assistance programs, directs customers to appropriate assistance programs, assists with termination billing, special billing / payment arrangements, delinquent account processing (letters, door hangers, etc.), court processing (utility, library, police, public works), and assists with utility billing as needed.

Works with other city departments such as Public Works, Finance and others, as well as outside business such as City Sanitation to coordinate customer activities, resolve account issues, perform research tasks and audits.

Acquire and maintain Notary Public certification.

Works with Supervisor to recommend policies that promote and ensure fair, consistent, and efficient operations and high levels of customer satisfaction.

Recommends and maintains standard operating procedures and policies that define the operations of the department. Properly and accurately accounts for and balances all associated financial transactions.

Qualifications

Education and Experience:

G. Graduation from high school or GED

AND

H. Eight (8) years' experience in a customer service environment with experience handling money, balancing transactions, documenting office procedures, and recommending policies.

OR

I. An equivalent combination of education and experience.

Knowledge, Skills, and Abilities:

- Working knowledge of general office practices.
- Working knowledge of recording and filing procedures and methodologies; some knowledge of utility billing procedures and recording.
- Computer literacy, including working knowledge of word processing, presentation, and spreadsheet programs.
- Good mathematical skills: ability to handle monetary transactions and balance daily transactions
- Must have ability to develop and effectively apply a comprehensive knowledge of City departments, functions, policies, procedures, and processes.
- Must have ability to break down complex problems into action items; and make decisions when established procedures do not apply.
- Ability to develop and maintain effective working relationships with elected officials, staff, and the general public.
- Excellent interpersonal skills, including diplomacy, written and verbal communication, empathy, personal and telephone etiquette.

Special Qualifications

- Must possess or be able to obtain a valid Utah Driver's License.
- Type 30 wpm and operate a 10 key machine by touch

Physical requirements and demands

- While performing the duties of this job, the employee typically works in a business office setting where he or she is regularly required to remain in a stationary or standing position, and to move about the office.
 - The employee is required to type and write efficiently, activate controls, and operate office productivity machinery such as computer, calculator, copy machine, and printer.
 - The employee must inspect, create, and review written documents and communicate with others both in person and on the telephone.
 - On occasion, the employee must be able to move equipment and supplies weighing up to 25 pounds.
 - Must be able to handle stressful situations effectively.
-

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, or skills required. This job description is subject to change as the need and requirements of the job change.

RESOLUTION NO. _____

**A RESOLUTION ADOPTING THE EMPLOYEE PROMOTION CAREER LADDER MATRIX FOR THE
CUSTOMER SERVICE CAREER TRACK.**

WHEREAS, Price City currently uses the following job descriptions in the customer service department:

- Customer Service Utility Collection Clerk
- Customer Service and Collection Specialist II
- Customer Service and Collection Specialist
- Customer Service and Collection Specialist III

WHEREAS, Price City encourages employee professional development and advancement; and,

WHEREAS, Price City previously did not utilize an Customer Service Career Ladder; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE PRICE CITY COUNCIL AS FOLLOWS:

Section 1A. Career Ladder Matrix Adoption. That the employee promotion career ladder matrix for Customer Service Employees attached herewith as Exhibit 1 is hereby adopted.

Section 2. Severability. The provisions of this resolution and the provisions adopted or incorporated by reference are severable.

Section 4. Repealer. The provisions of any other resolutions in conflict herewith are hereby repealed.

Section 5. Effective Date. This resolution shall become effective upon its approval by the Price City Council on the _____ day of _____, 2022.

PASSED AND ADOPTED BY THE PRICE CITY COUNCIL THIS ____ DAY OF _____ 2022.

PRICE MUNICIPAL CORPORATION

Michael Kourianos, Mayor

Attest:

Sherrie Gordon, City Recorder

EXHIBIT 1
CUSTOMER SERVICE EMPLOYEE CAREER LADDER

Career Ladder – Customer Services Department – Utility Collections

Customer Service Dept	Customer Service Utility Collections Clerk	Customer Service Customer Services and Collections Specialist I	Customer Service Customer Services and Collections Specialist II	Customer Service Customer Services and Collections Specialist III
	Grade 7	Grade 8	Grade 9	Grade 10
PURPOSE	1. Assist customers with payments for various city services such as utilities, dog licenses and business licenses. 2. Central point for customer assistance with the ability to direct citizens to other city and county offices for assistance	1. Assist customers with payments for various city services such as utilities, dog licenses and business licenses. 2. Central point for customer assistance with the ability to direct citizens to other city and county offices for assistance. 3. Assist customers with Parks and Facility Reservations, maintain event calendars and work with Parks and Building Maintenance for appropriate Coverage. 4. Understands Utility Metering and works with Meter Readers to assure quality of utility data collection and management of customer records in city management software program.	1. Assist customers with payments for various city services such as utilities, dog licenses, business licenses, etc. 2. Central point for customer assistance with the ability to direct citizens to other city and county offices for assistance. 3. Assist customers with Parks and Facility Reservations, maintain event calendars and work with Parks and Building Maintenance for appropriate Coverage. 4. Understands Utility Metering and works with Meter Readers to assure quality of utility data collection and management of customer records in city management software program. 5. Extensive knowledge of city management software program with ability to complete data uploads and downloads with 3rd Party Vendors and cross check accuracy of all transactions. 6. Assist customers with the purchase of cemetery plots and works closely with Cemetery staff, monument companies and funeral homes to facilitate burial services. 7. Coordinate other services both inside and outside of Price City office such as Finance, Public Works and City Sanitation.	1. Assist customers with payments for various city services such as utilities, dog licenses and business licenses. 2. Central point for customer assistance with the ability to direct citizens to other city and county offices for assistance. 3. Assist customers with Parks and Facility Reservations, maintain event calendars and work with Parks and Building Maintenance for appropriate Coverage. 4. Understands Utility Metering and works with Meter Readers to assure quality of utility data collection and management of customer records in city management software program. 5. Extensive knowledge of city management software program with ability to complete data uploads and downloads with 3rd Party Vendors and cross check accuracy of all transactions. 6. Assist customers with the purchase of Cemetery Plots and works closely with Cemetery staff, monument companies and funeral homes to facilitate burial services. 7. Facilitate customer payment arrangements and generate late payment notices and/or complete necessary documents for court cases and present in court. 8. Track and pursue Bad Debt information for use in court cases and submittal to collections services. 9. Ability to resolve customer issues and/or escalate as needed. 10. Ability to research and run reports in order to perform internal audits and verification of data. 11. Provide Notary Public services.

DUTY AREAS	1. Use the basic functions of city management software program to take customer payments. 2. Balance daily transactions. 3. Assist customers with payment transactions 4. Know the locations and responsibilities of other city and county departments and be able to direct customers to other departments for assistance.	1. All previous and in addition: 2. Be very familiar with city management software program with the ability to run a wide range of reports to audit daily activities. 3. Able to maintain and enter new customers and create service orders for new connections or terminations. 4. Have a good working relationship with the Meter Readers with the ability to convey information and receive feedback necessary for billing, metering and data collection. 5. Take customer reservations for rooms, parks, pavilions, baseball fields etc. Enter information into the city calendars and coordinate with Parks, Cemetery and Building Maintenance for event preparation and coverage.	1. All previous and in addition: 2. A complete understanding of the city management software program Utility Management, Cemetery Management and reports. 3. Assist customer with the purchase of cemetery plots, complete all associated documentation/deeds and coordinate burials with Cemetery crews, monument companies and funeral homes. 4. Able to assist customers with online bill pay setup and run the daily upload and download batch programs. 5. Able to assist with and resolve customer issues. 6. Works with City Sanitation to setup and maintain customer accounts. 7. Works with Public Works to coordinate customer information and other interrelated tasks. 8. Works with Finance to identify and resolve accounting issues.	1. All previous and in addition: 2. Work with customer needing assistance with utility bill arrangements or directing them to services that provide payment assistance. 3. Create payment options for customers that resolve outstanding debt. 4. Process unresolved payment issues into Bad Debt system and as necessary to court cases or collection services. 5. Acquire and Maintain Notary Public certification 6. Complete court documents and present cases in court. 7. Track all Bad Debt cases and account for money collected and unresolved bad debt for budget and accounting purposes. 8. Ability to help and resolve customer needs and issues at a high level and escalate as needed.
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REQUIREMENTS & CAPABILITY At Certification level or above	Duty Areas listed above	Duty areas listed above and previous career levels	Duty areas listed above and previous career levels	Duty areas listed above and previous career levels
	Leads by example in safety, policies and procedures	Leads by example in safety, policies and procedures	Leads by example in safety, policies and procedures	Leads by example in safety, policies and procedures
	Good customer service skills	Good communication skills & Teamwork	Great communication skills & Teamwork	Excellent communication skills & Teamwork with the ability to lead projects and train others.
	Good communication skills	Great customer service skills	Excellent customer service skills	Excellent customer service skills and ability to help customers with a high level of resolution.
	Computer Skills and Microsoft Office	Computer skills and Microsoft Office	Computer skills and Microsoft Office	Computer skills and Microsoft Office
	Satisfactory Evaluation	Satisfactory Evaluation	Satisfactory Evaluation	Satisfactory Evaluation
			Ability to work with other city departments for transfer of information and resolution of issues.	Ability to work with other city departments for transfer of information and resolution of issues. As well as the ability to identify issues and bring them to the attention of others for resolution.

SUPERVISION RECEIVED	Customer Services Director	Customer Services Director	Customer Services Director	Customer Services Director
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SUPERVISION EXERCISED	None	None	None	While little direct supervision, must be able to oversee projects and tasks and coordinate operations as required.
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YEARS EXPERIENCE	1-2(preferred but not required)	2-3	5	8+
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Minutes of the Price City Council Workshop
Conference Room 106
April 13, 2022 - 4:00 p.m.

Present:

Mayor Kourianos

Councilmembers:

Joe Christman

Rick Davis

Amy Knott-Jespersen

Layne Miller

Present: See Public Meeting Sign-In Sheet

Excused: Councilmember Marsing

Items discussed:

1. Safety Seconds
2. Washington Park parking lot
3. Sponsorship request/worksheet
4. Farmers Market
5. Mural
6. Specific language for agenda items
7. Renaissance Fair
8. City Councilmembers and Directors updates

Adjourned: 5:28 P.M.

APPROVED:

ATTEST:

Michael Kourianos, Mayor

Sherrie Gordon, City Recorder

Minutes of the Price City Council Meeting
City Hall
Price, Utah
April 13, 2022, at 5:33 p.m.

Present:

Mayor Kourianos
Councilmembers:
Joe Christman
Rick Davis
Amy Knott-Jespersen
Layne Miller

Sherrie Gordon, City Recorder
Miles Nelson, Public Works Director
Brandon Silicia, Police Chief
Nick Tatton, Community/Human Resources Director

Staff/Others: See Public Meeting Sign-In Sheet

Excused: Councilmember Marsing

1. Mayor Kourianos called the regular meeting to order at 5:33 p.m.
2. Mayor Kourianos led the Pledge of Allegiance.
3. Roll was called with the above Councilmembers and staff in attendance. Councilmember Marsing was excused.
4. SAFETY SECONDS – Councilmember Davis commented on the changing temperatures in the weather. He reminded everyone to be prepared. Always have a jacket in your vehicle. When doing yard work dress appropriately for changes in the weather and always be safe.
5. PUBLIC COMMENT - No comment was received on any item.
6. LIFE SAVING AND MAYOR COMMENDATION AWARD - Presentation of the award to Price City Police Officer Jordan West and civilian, Baily Smith.

Chief Brandon Sicilia spoke of an incident that occurred on November 23, 2021. Price Police responded to an ambulance assist call. A 61-year old male had collapsed and was not conscious or breathing. Together, Officer West and civilian Baily Smith, performed lifesaving efforts on Baily's grandfather. They continued treating him up to the time when he arrived at the hospital and was stabilized. Sergeant Shawn Sackett received a call from an EMT stating that due to the immediate lifesaving actions taken by Baily Smith and Officer West, the patient's life was undoubtedly saved. Officer West was presented with the Lifesaving Award and Baily Smith received the Mayor's Commendation.

7. RESOLUTION NO. 2022-006 - Consideration and possible approval of A Resolution Updating and Amending the Price City Personnel Policies and Procedures Manual.

Nick Tatton reviewed the resolution.

MOTION. Councilmember Knott-Jespersen moved to approve Resolution No. 2022-006. Motion seconded by Councilmember Christman and carried.

8. RESOLUTION NO. 2022-007 - Consideration and possible approval of A Resolution Updating And Establishing Job Descriptions For Price Municipal Corporation Employees.

Nick Tatton reviewed the resolution.

MOTION. Councilmember Christman moved to approve Resolution No. 2022-007. Motion seconded by Councilmember Davis and carried.

9. PUBLIC HEARING - A public hearing to receive comment on the proposed capital improvement projects and purchases for the 2022-2023 fiscal year and following 4-year period as well as the projected future periods.

Miles Nelson provided a handout and reviewed the information.

MOTION. Councilmember Miller moved to open the public hearing at 5:54 p.m. Motion seconded by Councilmember Knott-Jespersen and carried.

No public comment was received.

MOTION. Councilmember Miller moved to close the public hearing at 5:55 p.m. Motion seconded by Councilmember Christman and carried.

10. RESOLUTION NO. 2022-008 - Consideration and possible approval of an Annual Resolution Establishing The Multi-Year Price City Capital Improvement Plan. Resolution includes establishment of the annual stormwater utility rates and review of use of ZAP tax revenues.

MOTION. Councilmember Miller moved to approve Resolution No. 2022-008. Motion seconded by Councilmember Christman and carried.

11. QUARTERLY SAFETY PROGRAM PRIZE DRAWING – Drawing for the quarterly Price Plays Safety Program safety prize for qualifying employees.

Nick Tatton reviewed the safety program. Ordinance Officer Kim Wilcox pulled the winning ticket. Kyleigh Morales was announced as the winner of the quarterly safety prize. The Mayor and Council thanked the city employees for their continued efforts to work safely.

CONSENT AGENDA – Councilmember Christman moved to approve consent agenda items 12 through 26. Motion seconded by Councilmember Miller and carried.

12. MINUTES
 - a. March 23, 2022 City Council Meeting
13. LONG TERM DISABILITY AGREEMENT - Consideration and possible approval of the LTD agreement with PEHP to provide LTD insurance coverage.
14. JUNETEENTH 2022 - Consideration and possible approval of Juneteenth 2022 (Monday, June 20, 2022) as an official Price City holiday observance.
15. TOOL ALLOWANCE INCREASE FOR SHOP MECHANICS - Consideration and possible approval of an increase in the tool allowance for the Fleet Shop Mechanics from \$65.00 per month to \$85.00 per month. Effective 07/01/2022.
16. FLEET VEHICLE REPLACEMENT/PARKS & CEMENTERY DEPARTMENT - Consideration and possible approval of the purchase of a Fiori Dumper Model D40 from Morooka USA for \$36,750.00 shipping included. This purchase replaces Unit # 3601, 2009 Chevrolet Dump Truck. In addition, the purchase of a Dodge 3500 Dump Truck approved by Price City Council on April 14, 2021 is cancelled.
17. FLEET INCREASE REQUEST/PARKS & CEMETERY DEPARTMENT - Consideration and possible approval to increase the City Fleet count by adding one heavy duty tilt-bed trailer to the Parks and Cemeteries Department. Vehicle will be added to Price City's CIP list for future acquisition.
18. T-MOBILE - Consideration and possible approval to contract for mobile communication services.
19. CARBON WATER CONSERVANCE DISTRICT - The purpose of this committee was to unify various groups in Carbon County for:
 - Addressing Sanpete County's efforts on the Narrows Project.
 - 1992 drought impacts, unify conservation efforts and education for Carbon County.Carbon Water Committee is no longer active. The Carbon Water Conservancy has been asked to take the lead in seeing that the unused funds are returned to the original participants at the percentage to match the original investment. Price City received a check in the amount of \$4,612.94 for reimbursement for participation.
20. LETTER RATIFICATION - Consideration and possible approval of ratification into the record of the submission of a letter of concern from Price City (Mayor Kourianos and Councilmember Rick Davis) to the State of Utah regarding a change of water application submitted by the Carbon Canal Company.
21. DEDICATION OF PUBLIC INFRASTRUCTURE TO PRICE CITY/DESERT CANYONS SUBDIVISION – Consideration and possible approval of the acceptance of the public infrastructure within the Desert Canyons Subdivision located at approximately 1900 E 800 N, including compensation to Price City for completion of infrastructure and a Cash Infrastructure Warranty Bond
22. PRICE CITY YOUTH COUNCIL - Consideration and possible approval to wave the fee for use of Washington Park for the Price City Youth Council to host an Easter egg hunt.

23. USARA - Consideration and possible approval to wave the fee for use of the Peace Garden for USARA to host an Easter egg hunt.
24. UTAH FOSTER CARE FOUNDATION - Consideration and possible approval to place Utah Foster Care Foundation flags at the Peace Gardens for the month of May 2022 in celebration of National Foster Care Month.
25. BUSINESS LICENSES - Consideration and possible approval of business licenses for: D & C Discount Furniture and more at 610 S Nick Lane, Mountain Man Pest Control (Solicitor's License Application-Joseph Christensen) at 785 N 100 E, Robinson & Safley Properties LLC at 873 N Homestead Blvd, TJ General Painting LLC at 1101 S Carbon Ave., and Tatton Title and Water Services LLC at 449 E 200 N.
26. TRAVEL REQUESTS - Consideration and possible approval of travel requests for:
Miles Nelson, Public Works Director - Joint Highway Committee & ULCT Mid-Year Conference, April 20-22, 2022, St. George, UT.
Bill Wardle & Ryan Matkin, Water & Sewer Department - Backflow Prevention Re-certification, May 19-20, 2022, Salt Lake City, UT.
27. UNFINISHED BUSINESS – The Mayor and Council acknowledged the Master Municipal Clerk Certification designation to the City Recorder by the International Institute of Municipal Clerks.

Mayor Kourianos called for a motion to close the regular City Council meeting.

MOTION. Councilmember Davis moved to close the regular City Council meeting. Motion seconded by Councilmember Knot-Jespersen and carried.

The regular City Council meeting was adjourned at 6:06 p.m.

APPROVED:

ATTEST:

Michael Kourianos, Mayor

Sherrie Gordon, City Recorder

PRICE CITY BID TABULATION

PROJECT 6C-2022 - PAINT STRIPING FOR YEAR 2022 AND YEAR 2023

OPENED 4/20/2022 AT 2:30 PM

Year 2022

No.	Item	Estimated Quantity	Unit	Premier Striping		Straight Stripe	
				Bid Price	Total	Bid Price	Total
1	Mobilization	1	LS	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00
2	White Striping	119,500.00	LF	\$ 0.12	\$ 14,340.00	\$ 0.16	\$ 19,120.00
3	Yellow Striping	197,000.00	LF	\$ 0.12	\$ 23,640.00	\$ 0.16	\$ 31,520.00
				\$ 38,480.00		\$ 52,640.00	

Year 2023

No.	Item	Estimated Quantity	Unit	Premier Striping		Straight Stripe	
				Bid Price	Total	Bid Price	Total
1	Mobilization	1	LS	500	\$ 500.00	\$ 2,000.00	\$ 2,000.00
2	White Striping	119,500.00	LF	0.12	\$ 14,340.00	\$ 0.18	\$ 21,510.00
3	Yellow Striping	197,000.00	LF	0.12	\$ 23,640.00	\$ 0.18	\$ 35,460.00
				\$ 38,480.00		\$ 58,970.00	

Lowest Bid 2022

Lowest Bid 2023

**ADVERTISEMENT FOR BIDS
PRICE MUNICIPAL CORPORATION**

Sealed Bids for Class C Road Improvements 6C-2022 will be received by the PRICE MUNICIPAL CORPORATION at the office of the Price City Public Works Receptionist until April 20th, 2022 at 2:30 PM. Primary Work: Road Paint Striping. Bids will be publicly opened in the Public Works Complex, City Hall, 432 West 600 South, Price, Utah 84501 on April 20th, 2022 at 2:30 PM. Bids shall be submitted in a sealed envelope and addressed to the Public Works Receptionist. The outside of the envelope shall be labeled with the words 'CLASS C ROAD IMPROVEMENTS – PAINT STRIPING 6C-2022'. Send the envelope in the US Mail or hand deliver, **do not** send bids by Email, facsimile, Fed-Ex, UPS or similar freight service.

Drawings, specifications and other Contract Documents may be examined and Prospective Bidders may obtain copies of the Contract Documents at the following location: Price City Public Works Complex, 432 West 600 South, Price, Utah 84501.

Advertised March 23rd, 30th, and April 6th, 2022

BID FORM

ARTICLE 1 - BID RECIPIENT

1.01 Bids are to be received at the Office of the Public Works Receptionist, 432 West 600 South, Price, UT 84501

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents for the prices and within the times indicated on the Bid Form and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 - BIDDER'S ACKNOWLEDGMENTS

2.01 Bidder accepts all the terms and conditions of the Instructions to Bidders, including without limitation to those dealing with disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 - BIDDER REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged.

Addendum Number	Addendum Date
_____	_____
_____	_____
_____	_____

- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress and performance of the work.
- C. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in Supplementary Conditions SC-4.02 and (2) reports and drawings of Hazardous Environmental Conditions that have been identified in Supplementary Conditions SC-4.06

- E. Bidder has obtained and carefully studied (or accepts the consequences for not doing so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the Site which may affect cost, progress or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences and procedures of construction expressly required by the Bidding Documents to be employed by Bidder and safety precautions and programs incident thereto.
- F. Bidder does not consider that any further examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents and all additional examinations, investigations, explorations, tests, studies and data with the Bidding Documents.
- I. Bidder has given Owner/Engineer written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Bidding Documents and the written resolution thereof by Owner/Engineer is acceptable to Bidder.
- J. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.
- K. Bidder will submit written evidence of its authority to do business in the State of Utah not later than the date of its execution of the Agreement.

ARTICLE 4 - FURTHER REPRESENTATIONS

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit false or sham Bid.
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding.
- D. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

ARTICLE 5 – BASIS OF BID

BID FORM

Bid Alternate Schedule A: Paint Striping – Year 2022**					
No	Item	Estimated Quantity	Unit	Unit Price	Total Estimated Price
1	Mobilization	1	LS	\$ 500	\$ 500
2	White Striping	119500	LF	.12	\$ 14,340
3	Yellow Striping	197000	LF	.12	\$ 23,640
4	Grand Total				\$ 38,480

Schedules will be awarded separately

Estimated Quantities maybe adjusted based on budget restrictions

Bid Alternate Schedule B: Paint Striping - Year 2023**					
No	Item	Estimated Quantity	Unit	Unit Price	Total Estimated Price
1	Mobilization	1	LS	\$ 500	\$ 500
2	White Striping	119500	LF	.12	\$ 14,340
3	Yellow Striping	197000	LF	.12	\$ 23,640
4	Grand Total				\$ 38,480

Schedules will be awarded separately

Estimated Quantities maybe adjusted based on budget restrictions

**** See Maps For Locations Of Roads Within The City**

5.01 Bidder acknowledges that estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents

5.02 Price Municipal (Price City) reserves the right to award or reject individual schedules and to increase or decrease quantities as needed to meet budget restrictions.

Price Municipal Corporation - Road Improvements – Paint Striping 6C-2022

THIS PAGE MUST BE INCLUDED WITH YOUR BID

5.03 All products will be applied as specified by the APWA 2012 and/or 2017 Standard Specification and the Detail Specifications Area in this package. Product will be applied on Streets within the Price City Limits.

5.04 Bidder accepts the provisions of the Agreement as to liquidate damages in the event of failure to complete the Work within the Contract Times.

5.05 A WORK area map can be found in the Detail Specification Area in this package

5.06 Successful Bidder will be required to attend a Pre-Construction Meeting before any WORK is to begin.

ARTICLE 6 – WORKING DAYS AVAILABLE

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with calendar days as listed.

6.02 Bidder agrees that **NO WORK** or any part of the Schedule Items will happen on the following Dates:

August 1st, 2022 to August 7th, 2022
Paint Striping Dates will be determined for 2023

6.03 Bidder agrees that all work will be complete within the calendar year unless otherwise noted.

6.04 Bidder will indicate the start date for the WORK below.

Schedule	Bidder Start date	Contract Time (Calendar Days)	Acceptable Start and End Dates
Schedule A and B	6/21/2022	20 Days	June 19 th to September 1 st , 2022

ARTICLE 7 - ATTACHMENTS TO THIS BID

7.01 The following documents are attached to and made a condition of this Bid

- A. Required Bid Security or Certified Check payable to Owner, in the amount of **five percent (5%)** of the Bidder's maximum Bid price.

ARTICLE 8 - DEFINE TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidder, the General Conditions and Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

If Bidder is:

A Corporation

By Premier Striping
(CORPORATION NAME)

UTAH
(STATE OF INCORPORATION)

By BRYAN Beames
(PLEASE PRINT OR TYPE NAME OF PERSON AUTHORIZED TO SIGN)

[Signature]
(SIGNATURE)

Vice President
(TITLE)

(Corporate Seal)

Attest LISA Beames
(SECRETARY)

Business address 8449 Robison Road
SANDY, UT 84093

Phone Number 801-597-4387 Email bryan@premierstriping.net

A Joint Venture

By _____
(PLEASE PRINT OR TYPE NAME AND TITLE BELOW SIGNATURE)

(SIGNATURE)

(ADDRESS)

Phone Number _____ Email _____

By _____
(PLEASE PRINT OR TYPE NAME AND TITLE BELOW SIGNATURE)

(SIGNATURE)

(ADDRESS)

Phone Number _____ Email _____

(Each joint venture must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above.)

A Partnership

By _____ (SEAL)
(FIRMS NAME)

(PRINT OR TYPE GENERAL PARTNER'S NAME UNDER SIGNATURE)

(SIGNATURE)

Business address _____

Phone Number _____ Email _____

An Individual

By _____ (SEAL)
(PLEASE PRINT OR TYPE INDIVIDUAL'S NAME UNDER SIGNATURE)

doing business as _____

Business address _____

Phone Number _____ Email _____

(SIGNATURE)



33 E Main St, | 801.756.7681
American Fork, UT 84003 | PO BOX 307

REMITTER PREMIER STRIPING, INC.
8449 S ROBIDOUX RD
SANDY, UT 84093

**Cashier's Check****104659**

Date: 4/13/22

Branch: 4780

EXACTLY **1,924 AND 00/100 DOLLARS

\$1,924.00**

PAY
TO THE
ORDER OF

*****PRICE CITY*****



⑈00104659⑈ ⑆292970825⑆ 2200004390675⑈

Phone Number _____ Email _____

(SIGNATURE)

**ADVERTISEMENT FOR BIDS
PRICE MUNICIPAL CORPORATION**

Sealed Bids for Class C Road Improvements 6C-2022 will be received by the PRICE MUNICIPAL CORPORATION at the office of the Price City Public Works Receptionist until April 20th, 2022 at 2:30 PM. Primary Work: Road Paint Striping. Bids will be publicly opened in the Public Works Complex, City Hall, 432 West 600 South, Price, Utah 84501 on April 20th, 2022 at 2:30 PM. Bids shall be submitted in a sealed envelope and addressed to the Public Works Receptionist. The outside of the envelope shall be labeled with the words 'CLASS C ROAD IMPROVEMENTS – PAINT STRIPING 6C-2022'. Send the envelope in the US Mail or hand deliver, **do not** send bids by Email, facsimile, Fed-Ex, UPS or similar freight service.

Drawings, specifications and other Contract Documents may be examined and Prospective Bidders may obtain copies of the Contract Documents at the following location: Price City Public Works Complex, 432 West 600 South, Price, Utah 84501.

Advertised March 23rd, 30th, and April 6th, 2022

BID FORM

ARTICLE 1 - BID RECIPIENT

1.01 Bids are to be received at the Office of the Public Works Receptionist, 432 West 600 South, Price, UT 84501

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents for the prices and within the times indicated on the Bid Form and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 - BIDDER'S ACKNOWLEDGMENTS

2.01 Bidder accepts all the terms and conditions of the Instructions to Bidders, including without limitation to those dealing with disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 - BIDDER REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged.

Addendum Number

Addendum Date

N/A

- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress and performance of the work.
- C. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in Supplementary Conditions SC-4.02 and (2) reports and drawings of Hazardous Environmental Conditions that have been identified in Supplementary Conditions SC-4.06

- E. Bidder has obtained and carefully studied (or accepts the consequences for not doing so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the Site which may affect cost, progress or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences and procedures of construction expressly required by the Bidding Documents to be employed by Bidder and safety precautions and programs incident thereto.
- F. Bidder does not consider that any further examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents and all additional examinations, investigations, explorations, tests, studies and data with the Bidding Documents.
- I. Bidder has given Owner/Engineer written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Bidding Documents and the written resolution thereof by Owner/Engineer is acceptable to Bidder.
- J. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.
- K. Bidder will submit written evidence of its authority to do business in the State of Utah not later than the date of its execution of the Agreement.

ARTICLE 4 - FURTHER REPRESENTATIONS

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit false or sham Bid.
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding.
- D. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

ARTICLE 5 – BASIS OF BID

BID FORM

Bid Alternate Schedule A: Paint Striping – Year 2022**					
No	Item	Estimated Quantity	Unit	Unit Price	Total Estimated Price
1	Mobilization	1	LS	2,000	2,000
2	White Striping	119500	LF	0.16	19,120
3	Yellow Striping	197000	LF	0.16	31,520
4	Grand Total				52,640

Schedules will be awarded separately

Estimated Quantities maybe adjusted based on budget restrictions

Bid Alternate Schedule B: Paint Striping - Year 2023**					
No	Item	Estimated Quantity	Unit	Unit Price	Total Estimated Price
1	Mobilization	1	LS	2,000	2,000
2	White Striping	119500	LF	0.18	21,510
3	Yellow Striping	197000	LF	0.18	35,460
4	Grand Total				58,970

Schedules will be awarded separately

Estimated Quantities maybe adjusted based on budget restrictions

**** See Maps For Locations Of Roads Within The City**

5.01 Bidder acknowledges that estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents

5.02 Price Municipal (Price City) reserves the right to award or reject individual schedules and to increase or decrease quantities as needed to meet budget restrictions.

Price Municipal Corporation - Road Improvements – Paint Striping 6C-2022
THIS PAGE MUST BE INCLUDED WITH YOUR BID



BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Straight Stripe Painting, Inc.
as Principal, and Atlantic Specialty Insurance Company as Surety,
are hereby and firmly bound unto Price City
as OWNER in the penal sum of 5% of amount bid
for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves,
successors and assigns.

Signed, this 20th day of April, 20 22.

The Condition of the above obligation is such that whereas the Principal has submitted to
Price City a certain BID, attached hereto and hereby made a part hereof to
enter into a contract in writing, for the
Class C Road Improvements
Paint Striping 6C-2022

NOW, THEREFORE.

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID.

Then this obligation shall be void otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these present to be signed by their proper officers, the day and year first set forth above.

(L.S)

Straight Stripe Painting, Inc.

By: *[Signature]*
V.P.



Atlantic Specialty Insurance Company

[Signature]





Power of Attorney

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: **Brad L. Wood, Brett E. Wood, Lynn A. Wood**, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **unlimited** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this twenty-seventh day of April, 2020.

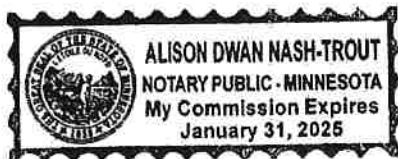
STATE OF MINNESOTA
HENNEPIN COUNTY



By

Paul J. Brehm, Senior Vice President

On this twenty-seventh day of April, 2020, before me personally came Paul J. Brehm, Senior Vice President of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, that he is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.



Notary Public

I, the undersigned, Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 20th day of April, 2022

This Power of Attorney expires
January 31, 2025



Kara Barrow, Secretary

5.03 All products will be applied as specified by the APWA 2012 and/or 2017 Standard Specification and the Detail Specifications Area in this package. Product will be applied on Streets within the Price City Limits.

5.04 Bidder accepts the provisions of the Agreement as to liquidate damages in the event of failure to complete the Work within the Contract Times.

5.05 A WORK area map can be found in the Detail Specification Area in this package

5.06 Successful Bidder will be required to attend a Pre-Construction Meeting before any WORK is to begin.

ARTICLE 6 – WORKING DAYS AVAILABLE

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with calendar days as listed.

6.02 Bidder agrees that **NO WORK** or any part of the Schedule Items will happen on the following Dates:

August 1st, 2022 to August 7th, 2022
Paint Striping Dates will be determined for 2023

6.03 Bidder agrees that all work will be complete within the calendar year unless otherwise noted.

6.04 Bidder will indicate the start date for the WORK below.

Schedule	Bidder Start date	Contract Time (Calendar Days)	Acceptable Start and End Dates
Schedule A and B	<i>August</i>	20 Days	June 19 th to September 1 st , 2022

ARTICLE 7 - ATTACHMENTS TO THIS BID

7.01 The following documents are attached to and made a condition of this Bid

- A. Required Bid Security or Certified Check payable to Owner, in the amount of **five percent (5%)** of the Bidder's maximum Bid price.

ARTICLE 8 - DEFINE TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidder, the General Conditions and Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

If Bidder is:

A Corporation

By Straight Stripe Painting, Inc.
(CORPORATION NAME)

Utah
(STATE OF INCORPORATION)

By Karen J. Cheever
(PLEASE PRINT OR TYPE NAME OF PERSON AUTHORIZED TO SIGN)

Karen Cheever
(SIGNATURE)

President
(TITLE)

(Corporate Seal)

Attest [Signature]
(SECRETARY)

Business address 1012 W. Sunset Blvd #1-525
St. George, Ut. 84770

Phone Number 435.656.0930 Email brandon@straightstripe.com



An Individual

By _____ (SEAL)
(PLEASE PRINT OR TYPE INDIVIDUAL'S NAME UNDER SIGNATURE)

doing business as _____

Business address _____

Phone Number _____ Email _____

(SIGNATURE)

A Partnership

By _____ (SEAL)
(FIRMS NAME)

(PRINT OR TYPE GENERAL PARTNER'S NAME UNDER SIGNATURE)

(SIGNATURE)

Business address _____

Phone Number _____ Email _____

A Joint Venture

By _____
(PLEASE PRINT OR TYPE NAME AND TITLE BELOW SIGNATURE)

(SIGNATURE)

(ADDRESS)

Phone Number _____ Email _____

By _____
(PLEASE PRINT OR TYPE NAME AND TITLE BELOW SIGNATURE)

(SIGNATURE)

(ADDRESS)

Phone Number _____ Email _____

(Each joint venture must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above.)

Public Works Director
MILES NELSON
Streets & Fleet Supervisor
SCOTT OLSEN
Water Treatment Plant Mng'r
RON BREWER
Water/Sewer Maintenance Mng'r
BILL WARDLE



Mayor
MICHAEL KOURIANOS
City Council
RICK DAVIS
LAYNE MILLER
AMY KNOTT-JESPERSEN
BOYD MARSING
JOE CHRISTMAN

DEPARTMENT OF PUBLIC WORKS
432 WEST 600 SOUTH P.O. BOX 893, PRICE, UTAH 84501
(435) 637-5010 www.priceutah.net

April 18, 2022

Price River Water Improvement District
C/O Board of Trustees
265 S Fairgrounds Road
Price, UT 84501

RE: Main Street Sewer Expansion Project

Dear Trustees,

Price City (City) has contracted with an engineering firm and a contractor for the installation of approximately 2,400 lineal feet of new 12" sewer main which runs south from the intersection of Main Street and Airport Road to Nick Lane. This new sewer main is designed to take a portion of the volume of waste which is currently flowing through the 10" sewer main located in East Main Street and carry it to the south to a 10" main line on Nick Lane. Both of these sewer mains are currently owned and maintained by PRWID. This project has become a priority because PRWID has determined that the 10" main on east main street is at or near capacity. This situation, if left unresolved, will likely result in the need to restrict future residential and commercial development in the eastern portion of the City.

The concept of constructing the new sewer main to alleviate the risk of the 10" sewer main exceeding its capacity has been discussed on multiple occasions with Jeff Richens for nearly two years. Last year the City received funding from Carbon County to assist with the design for the project. Final design for the project was completed by Johansen and Tuttle Engineering in January of this year. The City solicited bids for the project in early February. Through that process, the City hired a contractor and the project is scheduled to get underway on April 19th. The total project cost is approximately \$475,000.00.

The preconstruction meeting for the project was held on April 14th. Jeff Richens was invited to attend the meeting. Following the discussion of project details and logistics which included the engineer, city representatives, and contractor representatives, Jeff was asked if he had any questions or comments. As part of his response, Jeff questioned what the City's intentions were in regards to the maintenance of the new sewer line, and how that would relate to the maintenance of the existing sewer mains located between 700 East and the city limits to the east which are currently maintained by PRWID.

In response to Jeff's question, Price City agreed to provide this letter addressed to the PRWID Board of Trustees to more clearly define Price City's intentions with regards to the existing sewer collection system owned and maintained by PRWID which is located within the east City limits. PRWID has been clear in its view that the system should be turned over to the City to own and maintain. With the

commencement of the installation of the new bypass line from Main Street to Nick Lane, Price City agrees that the timing is appropriate for advancing the discussions concerning the sewer collection system ownership. The objective of these planning discussions would not only be to provide for establishing an agreement for the smooth transition of ownership of the existing sewer collection system, but they would also include the well-defined partnership needed for pursuing the additional sewer system expansion to serve the City's Industrial Park and other future development located on 1900 East near Airport Road.

We respectfully request PRWID's support in allowing Price City to complete the Main Street Sewer expansion project to connect the Main Street sewer line to the main line on Nick Lane. In return, Price City commits to immediately move forward in cooperation with PRWID to establish an agreement which includes a transition plan for Price City to assume ownership and maintenance of the sewer collection system from 700 East to the east side city limits, including the new line from Main Street to Nick Lane, no later than August 1st. In addition to establishing the plan for the transfer of ownership as outlined, the agreement shall also include a commitment from PRWID to jointly pursue the future sewer system expansion at 1900 East near Airport Road. It is anticipated that the agreement will require approval by both the Price City Council and the PRWID Board of Trustees.

Sincerely,



Miles C. Nelson, Public Works Director



Michael Kourianos, Mayor

Cc Rick Davis

Account No: 3624
 Business Activity: 453
 Fee: 150.00
 Copy to Recorder: 421-22
 CC Approval: ☐ Yes ☐ No Date: _____
 License Sent: _____
 Health Dept: _____

Price
Utah

BUSINESS LICENSE APPLICATION

Send all completed and properly signed forms (including attachments as necessary) along with applicable licensing fees to: Price City Business Licensing, P.O. Box 893, 185 East Main, Price, UT 84501. For questions call (435) 636-3161.

PLEASE TYPE OR PRINT LEGIBLY, ONLY COMPLETED, LEGIBLE APPLICATIONS, WILL BE CONSIDERED FOR APPROVAL.

Business Information			
Business Status: ☒ New Business ☒ Location Change ☒ Name Change ☒ Ownership Change			
Business Name (include DBA): <u>Party Express & Gifts LLC</u>			
If Name Change, list previous name: _____			
Business Address: <u>175 S. Carbon Ave.</u>		Suite/Apt. No.: _____	
City: <u>Price</u>	State: <u>Ut</u>	Zip Code: <u>84501</u>	
Business Telephone: <u>435637-3393</u>	Business E-mail: <u>Partyexpressandgifts@gmail.com</u>	Business Fax: _____	
Mailing Address (if different): _____		City: _____	State: _____
Property Owner's Name: <u>TLV-LLC</u>		Property Owner's Telephone: () _____	
Type of Organization: ☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☒ LLC (Include copy of name registration with the State of Utah)			
Type of Business: ☒ Commercial ☐ Home Occupation ☐ Reciprocal			
Nature of Business: ☐ Manufacturing ☒ Retail ☐ Wholesale ☐ Services ☐ Other			
Opening Date: <u>5-1-2022</u> Business Hours: From <u>9 AM</u> To <u>6 PM</u> <u>MON THES</u> <u>SU</u> (please circle) <u>9 AM to 8 PM</u> <u>9:30 to 4 PM</u>			
Detailed Description of Business: <u>Retail Party Supply store selling balloons Party Decorations & Gifts such as coffee cups, mugs, keychains Photo frames and more gifts.</u>			
Commercial Square Feet: _____	No. of Arcade Games, Pool Tables, Etc.: <u>0</u>	No. of Vending Machines: <u>0</u>	No. of Mobile Home Spaces: <u>0</u>
No. of Rental Units: <u>0</u>	No. of RV Spaces: <u>0</u>	No. of Motel Rooms: <u>0</u>	No. of Beds: <u>0</u>
State Sales Tax I.D. No. (Include copy or proof of exemption) _____		Federal Tax I.D. No. (Include copy): _____	
State License No. (Include copy): _____		State License Type: _____	
THE FOLLOWING LICENSES ARE SUBJECT TO ADDITIONAL REQUIREMENTS. Please contact the Business Licensing Officer (City Treasurer) at (435) 636-3161, or 185 East Main, for more information. Check all that apply.			
☐ Alcoholic Beverages ☐ Eating Establishment ☐ Amusement Center ☐ Taxi Cab ☐ Pawnbroker ☐ Sexually Oriented Business			

Account No: 3623
 Business Activity: Cell
 Fee: 150
 Copy to Recorder: 418-22
 CC Approval: ☐ Yes ☐ No Date: _____
 License Sent: _____



BUSINESS LICENSE APPLICATION

Send all completed and properly signed forms (including attachments as necessary) along with applicable licensing fees to: Price City Business Licensing, P.O. Box 893, 185 East Main, Price, UT 84501. For questions call (435) 636-3161.

PLEASE TYPE OR PRINT LEGIBLY, ONLY COMPLETED, LEGIBLE APPLICATIONS, WILL BE CONSIDERED FOR APPROVAL.

Business Information				
Business Status: ☒ New Business ☐ Location Change ☐ Name Change ☐ Ownership Change				
Business Name (include DBA): <u>WORKSHOPS for MUSICIANS and WRITERS</u>				
If Name Change, list previous name:				
Business Address: <u>46 E MAIN ST</u>			Suite/Apt. No.:	
City: <u>PRICE</u>		State: <u>UT</u>		Zip Code: <u>84501</u>
Business Telephone: <u>(435) 630 9031</u>		Business E-mail:		Business Fax:
Mailing Address (if different): <u>/</u>			City:	State: <u>/</u> Zip Code: <u>/</u>
Property Owner's Name:			Property Owner's Telephone: <u>(505) 204 4281</u>	
Type of Organization: ☒ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ LLC <i>(Include copy of name registration with the State of Utah)</i> <u>NON-PROFIT</u>				
Type of Business: ☒ Commercial ☐ Home Occupation ☐ Reciprocal <u>NON PROFIT</u>				
Nature of Business: ☐ Manufacturing ☐ Retail ☐ Wholesale ☒ Services ☐ Other				
Opening Date: _____ Business Hours: From _____ To _____ M T W TH F S SU <i>(please circle)</i>				
Detailed Description of Business: <u>TEACH WRITING AND MUSIC SKILLS</u>				
Commercial Square Feet: <u>~ 2000</u>	No. of Arcade Games, Pool Tables, Etc.: <u>NA</u>	No. of Vending Machines: <u>NA</u>	No. of Mobile Home Spaces: <u>NA</u>	
No. of Rental Units: <u>NA</u>	No. of RV Spaces: <u>NA</u>	No. of Motel Rooms: <u>NA</u>	No. of Beds: <u>NA</u>	
State Sales Tax I.D. No. (Include copy or proof of exemption):			Federal Tax I.D. No. (Include copy):	
State License No. (Include copy):			State License Type:	
THE FOLLOWING LICENSES ARE SUBJECT TO ADDITIONAL REQUIREMENTS. Please contact the Business Licensing Officer (City Treasurer) at (435) 636-3161, or 185 East Main, for more information. Check all that apply.				
☐ Alcoholic Beverages ☐ Eating Establishment ☐ Amusement Center ☐ Taxi Cab ☐ Pawnbroker ☐ Sexually Oriented Business				

Mayor
MICHAEL KOURINOS

City Attorney
ERIC JOHNSON

City Recorder
SHERRIE GORDON

City Treasurer
SHARI MADRID

Finance Director
LISA RICHENS



City Council

JOE CHRISTMAN

RICK DAVIS

AMY KNOTT-JESPERSEN

BOYD MARSING

LAYNE MILLER

185 EAST MAIN • P.O. BOX 893 • PRICE, UT 84501
PHONE (435) 637-5010 • FAX (435) 637-2905

Travel Request: UAMPS Member Meeting May 17-18, 2022

Person: Bret Cammans

Date: May 17-18, 2022

Location: Salt Lake City, Utah

Purpose: Monthly Board of Directors Mtg

Cost:	Class	\$0
	Travel	\$140 approximately
	Lodging	\$140 approximately (1 Night)
	Meals	\$ 19 other meals included
	Total	\$299

UAMPS reimburses the costs of the trip as well as daily compensation that is reimbursed to Price City.

UAMPS Monthly meeting.

Thank You
Bret Cammans