

REGULAR MEETING

**AGENDA
AND
STAFF MEMO**

HEBER CITY CORPORATION
75 North Main Street
Heber City, Utah
City Council Meeting

January 2, 2014

7:00 Regular Meeting

TIME AND ORDER OF ITEMS ARE APPROXIMATE AND MAY BE CHANGED AS TIME PERMITS

Pledge of Allegiance: Council Member Benny Mergist
Prayer/Thought: Mayor David Phillips
Minutes for Approval: December 5, 2013 Work and Regular Meetings

OPEN PERIOD FOR PUBLIC COMMENT

APPOINTMENTS

Greg Ogden, CPA, Presentation of Audit Report for Fiscal Year 2012-2013
(separately bound materials)

ACTION ITEMS

- (Tab 1)** Approve Red Ledges, Phase 1 R, a 38 Lot Subdivision
(Tab 2) Approve Plat Amendment/Lot Split for Phase 1, Lot 39, Red Ledges Subdivision

DISCUSSION/ACTION ITEMS

- (Tab 3)** Review Proposed Airport Development Plan Project List

CLOSED SESSION AS NECESSARY – PURPOSE TO BE ANNOUNCED IN MOTION

Closed Session to Approve Prior Closed Meeting Minutes

In accordance with the Americans with Disabilities Act, those needing special accommodations during this meeting or who are non-English speaking should contact Michelle Kellogg at the Heber City Offices (435) 654-0757 at least eight hours prior to the meeting.

Posted on December 23, 2013, in the Heber City Municipal Building located at 75 North Main, Wasatch County Building, Wasatch County Community Development Building, Wasatch County Library, on the Heber City Website at www.ci.heber.ut.us, and on the Utah Public Notice Website at <http://pmn.utah.gov>. Notice provided to the Wasatch Wave on December 23, 2013.

Memo

To: Mayor and City Council
From: Mark K. Anderson
Date: 12/23/2013
Re: City Council Agenda Items

REGULAR MEETING

Greg Ogden, CPA, Presentation of Audit Report for Fiscal Year 2012-2013 (separately bound materials): Greg Ogden will be appearing before the City Council to report on the FYE, June 30, 2013 audit. Enclosed under separate cover is a copy of the Annual Financial Report and the accompanying Management Letter.

All in all, the City is doing well financially. Because we have a new State Auditor, some issues are receiving more attention than in the past. Also, we changed accounting software last spring which has an associated learning curve.

With regard to his audit findings contained in the Management Letter, I would make the following comments:

Excess surplus funds were affected by the unanticipated sale of property on Airport Road and the delay of the replacement of the roof on the Social Hall and the Veteran's Memorial Project. The Veteran's Memorial Project has now been abandoned and we expect to hear in February if the City's grant application has been successful to replace the roof on the Social Hall.

Section 10-6-135 of the Utah State Code requires cities to hold a public hearing if the City budget includes the transfer of funds from an enterprise/utility fund to another fund. Although we have not transferred funds from the Enterprise/Utility funds to other funds, the fact that we do not charge the City for the water/sewer services we receive at our various city owned facilities has triggered this finding. The auditor has indicated that the new State Auditor is focusing on this issue. We were not aware that our practice needed to be discussed in a public hearing until the auditor presented his findings. Staff is recommending that this issue be discussed in conjunction with the adoption of the budget.

The two missing cash accounts from the report to the Money Management Council were the Veteran's Memorial donations and a small money market account with Wells Fargo that were overlooked by the Treasurer. These two accounts were closed before the audit was completed. With regard to un-posted information to the Utah Transparency Website, the most recent data appeared, but the first six months of financial activity is missing. The financial transaction data had been posted, but is no longer available. Staff is working out the problems with the new accounting software vendor and expects to have the issue resolved in the next few days.

With regard to open and public meeting training, this is another issue that we were not mindful of that is being focused on by the new State Auditor. The City Attorney will schedule training in the next few months to meet the requirement found in Utah Code Section 52-4-104.

Approve Red Ledges, Phase 1 R, a 38 Lot Subdivision (Tab 1): Red Ledges is coming before the Council to seek final plat approval for Phase 1 R. This 38 lot development has been reviewed by the Planning Commission and approval is being recommended. Staff is not mindful of any special conditions that need to be identified in a subdivision agreement. (See enclosed staff report and associated plat maps.) Staff would recommend approval.

Approve Plat Amendment/Lot Split for Phase 1, Lot 39, Red Ledges Subdivision (Tab 2): Red Ledges is seeking approval of a lot split for Phase 1, Lot 39. This lot was two lots that had previously been combined at the request of a purchaser. They are now requesting the lot be re-split. The Planning Commission has reviewed the request and is recommending approval. (See enclosed staff report and plat map) Staff would recommend approval

Review Proposed Airport Development Plan Project List (Tab 3): Annually the FAA and UDOT Aeronautics asks Utah airports to review the 5 year Capital Improvement Plan (CIP) for airports. Enclosed is a joint letter from John Sweeney (FAA Planner) and Matthew Swapp (UDOT Aeronautics) asking the City to review and comment on the proposed CIP they have jointly prepared. On November 13th, the Airport Advisory Board recommended approval of the proposed CIP with a minor change to the 2016 project. The proposed change was that the heliport/helipad area be available for use as additional ramp space for fixed wing and rotorcraft (helicopters) and not be specific to helicopter use only. (See initial letter and erroneous CIP/ADP)

Since the November 13th meeting, it was determined that the CIP that was initially sent to the City was an incorrect version. As a result, John Sweeney sent the enclosed email and revised CIP for review and approval. The revised CIP was again reviewed by the Airport Advisory Board on December 11th and they are recommending approval with the amendment that the 2016 project of Construct Heliport/Helipad be changed to Construct Helipad/Apron as they want the area to be available for more than one use. Staff would recommend approval.

Although there has been no decision to modify the airport to C2/D2 standards, approval of the proposed CIP keeps this option open. This issue will be addressed in 2015 when the Airport Master Plan is scheduled to be updated.

MINUTES

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**Heber City Corporation
City Council Meeting
December 5, 2013**

5:00 p.m.

WORK MEETING

The Council of Heber City, Wasatch County, Utah, met in **Work Meeting** on December 5, 2013, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

Present:

Mayor	David R. Phillips
Council Members	Robert Patterson
	Alan McDonald(arrived 5:40)
	Benny Mergist
	Jeffery Bradshaw
	Erik Rowland

Also Present:

City Manager	Mark K. Anderson
City Recorder	Michelle Kellogg
City Engineer	Bart Mumford
Planning Director	Anthony Kohler
Chief of Police	David Booth

Others Present: Heidi Franco, Mark Smedley, Janette Harris, Cecily Buell, Ramona Pace, Suzanne Hansen, Kelleen Potter and others whose names were illegible.

Mayor Phillips opened the meeting and noted that Council Member McDonald would arrive later.

Business License Study Presentation: Janette Harris introduced herself and Cecily Buell from Zions Bank Public Finance. She passed out a hard copy of the findings of the business license study to the Council, and thanked staff for their helpfulness in providing the information needed for the study. In reviewing the packet, she stated business license fees were not a money making fee for cities. By law, cities could only charge what the actual cost was for providing the licensing service. Harris noted the amounts in the packet were not recommended fees but were the actual costs of the service, and were provided so the City could be in compliance with the law when assessing the fees.

Anderson commented that the City was considering differentiating costs for retail businesses, based on the size of the business. Harris stated in the study, she removed department stores from other retail establishments and considered it on its own, but left small and medium businesses in the same category because half of the stores had high numbers of police calls and half had very low numbers of police calls. She indicated it would be an option to assign "Pharmacies" into its own category as well, if the City so desired.

Anderson discussed that enhanced fees for businesses located in the downtown area should be discussed because services such as flowers, Christmas lights, sidewalk pavers, etc. could be

1 added to the business license cost of the businesses in that specific area. Council Member
2 Rowland asserted that until the downtown area was a much more vibrant retail area, adding
3 additional fees for these enhanced services would be a bad idea. The other Council members
4 agreed.

5
6 Council Member McDonald arrived at 5:40 p.m.

7
8 Ramona Pace suggested having a base fee and then an incentive for being crime-free. For
9 example, there was a training program for extended stay hotels/motels since their police calls
10 were so high, and the training could significantly help to reduce those calls. If the hotels went
11 through this program, the City could lower their business license fees. Harris stated others cities
12 brought in the business owners that had high police calls to see what could be done to lower the
13 costs. She affirmed that there were no legal repercussions to having training incentives for some
14 businesses but not others.

15
16 Anderson stated cities often discounted the "maximum cost per business" fee because some of
17 those costs were very big numbers. Harris advised the City to be careful when setting the fees,
18 and to think through how to determine fees based on the maximum. She suggested looking at
19 sales tax revenue. Big box and grocery stores brought in large sales tax revenue, which many
20 cities took into consideration when setting their fees. She also suggested basing the fees on
21 certain standards, so it would be easier for the business license administrator to justify the fees to
22 business owners.

23
24 Council Member Rowland asked what percentage of the cost of services did most cities receive
25 from the licensing fees. Harris indicated cities received 60%-70% of the actual cost in business
26 license fees. Anderson indicated it was the City's goal to remove Walmart from the same fee
27 category as a small business within the City.

28
29 Council Member Rowland indicated the City currently received 64% of the actual costs in
30 licensing fees, so if it raised the fees to 75% of costs incurred, it could bring in approximately
31 \$15,000 over and above the current revenue to help cover those costs. Suzanne Hansen indicated
32 the State received most of the sales tax revenue that businesses collect. Anderson added that
33 cities received 1% of sales tax revenue.

34
35 Harris stated that as a result of the study, the staff would come up with recommendations for new
36 fees. Council Member McDonald recommended sending out the business license renewals now
37 with the current fee structure, and that would give the Council time to consider the new fees over
38 the next couple of months. The new fees could begin at that time for new businesses. Hansen
39 indicated she could send a notice with the business license renewals that new fees were being
40 considered. She would also send a letter out to all businesses once the new fees were passed. The
41 Council agreed to send out the renewals with the current fees. Council Member Bradshaw felt
42 that new categories should be implemented with the new fees as well.

43
44 Anderson stated the Council would continue to discuss and get feedback from the Council
45 regarding these new fees in future meetings. He noted there was data in the packet that
46 represented that staff had done a good job in managing the costs, since Heber City's costs were
47 much lower than some of the comparable cities.

1 **Discuss Imposition of a Public Safety Impact Fee:** Mayor Phillips indicated that instating a
2 public safety impact fee was an option for partially financing the public safety building and
3 justice court. Anderson explained the City would look at the current needs in a facility versus the
4 future needs based on new growth, and set a fee for the anticipated growth. Council Member
5 McDonald asked if the City had the same six year time limit for spending this impact fee like the
6 law dictated for other impact fees. Anderson stated the City could spend the money in advance
7 and then as the impact fee revenue came into the City, it would go towards the repayment of the
8 debt. He noted a study would be necessary before any fee implementation, and estimated the
9 study would cost \$15,000-\$20,000. He indicated the study would take approximately three
10 months to complete, with another month or two for public hearings and notices. Council Member
11 Patterson stated he was not in favor of implementing this impact fee. Anderson stated a public
12 hearing to amend the budget would be held in January, so if the Council was in favor of moving
13 forward with the study, money could be allocated with the budget amendment. The Council
14 agreed to discuss this at length during the regular City Council meeting on January 2nd. Anderson
15 stated one dilemma with the impact fee was that those moving into the valley would pay the
16 impact fee, but would also be paying the new tax that needed to be implemented in order to pay
17 for the rest of the building as well, so they would be double taxed for this building.
18

19 **Discuss Hiring of Finance Director/Senior Accountant and Review of the Associated Job**

20 **Descriptions:** Anderson stated a staff member would be reducing her hours after having a child,
21 so there was a need for this additional position. He presented two options to the Council - a
22 senior accountant and a finance director. Anderson stated he could make either position work
23 since his focus and training was in accounting and he was a CPA. Council Member Rowland felt
24 that the City could hire a senior accountant, and with time, the senior accountant could move into
25 the position of finance director. Heidi Franco asked if this person would be supervising others.
26 Anderson stated some of the duties would include supervising the part-time accountant, having
27 oversight of the treasurer and working with human resources on payroll. Franco asked if the
28 accountant would do budget forecasting. Anderson affirmed this position would require budget
29 forecasting, and would also be responsible for reviewing the Accounts Payable. Franco was
30 concerned that the salary range for the senior accountant for the City was more than the same
31 position held in the state government. Anderson stated he compared the salary range of this
32 position with other cities. The Council agreed to advertise the senior accountant position.
33

34 **Review Video on the Need for a New Public Safety Building:** It was noted that the student had
35 not finished making the video.
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37 With no further business, the meeting was adjourned.
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Michelle Kellogg, City Recorder

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**Heber City Corporation
City Council Meeting
December 5, 2013**

7:00 p.m.

REGULAR MEETING

The Council of Heber City, Wasatch County, Utah, met in **Regular Meeting** on December 5, 2013, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

Present:

Mayor	David R. Phillips
Council Members	Robert Patterson
	Alan McDonald
	Benny Mergist
	Jeffery Bradshaw
	Erik Rowland

Also Present:

City Manager	Mark K. Anderson
City Recorder	Michelle Kellogg
City Engineer	Bart Mumford
Planning Director	Anthony Kohler
Chief of Police	David Booth

Others Present: Heidi Franco, Kelleen Potter, Mark Smedley, Jeff Jones, David Clark, Todd Cates, Justin Hatch, Natalie Hatch, George Rodrick, Belinda Smout, Bill Becker, Luke Becker, Tracy Kelley, Cathy Boruch, Gary Otteson, Trielle Gritton, Pam Otteson, Troy Graser, Michael Gonzalez, Sarah Kitts, and others whose names were illegible.

Mayor Phillips opened the meeting and welcomed those in attendance. He recognized a Boy Scout from Troop 1055, Luke Becker. Anderson noted Luke's father, Bill Becker, was here as well, and he had helped his other son construct a shed for the Animal Shelter as his son's Eagle Scout project.

Pledge of Allegiance: Council Member Alan McDonald

Prayer: Council Member Erik Rowland

Minutes: November 19, 2013 Special Meeting
November 21, 2013 Work and Regular Meetings

Council Member Patterson moved to approve the above listed minutes. Council Member Rowland made the second. Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

OPEN PERIOD FOR PUBLIC COMMENTS

Mayor Phillips asked for comments from those in the audience who wished to address the Council. No comments were given.

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3 **APPOINTMENTS**

4 **Anna Gonce, Best Friends Animal Society, Recognition of the Heber Valley Animal Shelter**

5 **Recognition:** Mayor Phillips stated this entity was presenting a certificate to the Animal Shelter
6 for saving the lives of at least 90% of the animals contained at the shelter. Tracy Kelley stated
7 Anna Gonce was sick, but Kelley was here in behalf of Best Friends Animal Society. Achieving
8 a no kill status was rare and only 13% of animal shelters in the state had attained this status. She
9 also presented plaques to Paws for Life and Canines with a Caws for their roles in helping the
10 Animal Shelter achieve this status. Kelley noted this award was for 2012 but she stated the
11 Animal Shelter was on track for getting this award for 2013 as well.

12
13 **ACTION ITEMS**

14 **Approve Red Ledges Phase 1 P, a 26 Lot Subdivision Located in the Red Ledges Planned**
15 **Community and Associated Subdivision Agreement:** Anderson stated there was a new

16 Subdivision Agreement with the Council's extra materials because of some further negotiations
17 between Red Ledges and City staff. Kohler stated the big difference between the original
18 Subdivision Agreement and the amended Subdivision Agreement was that Red Ledges wanted
19 an assurance that if the City replaced the water tank in that subdivision, that it would not be
20 distasteful to the residents. Todd Cates felt there was some compromised language that would be
21 agreeable to both the City and to Red Ledges. He asserted that his main concern was he didn't
22 want a future water tank to be 20 feet taller when it had been represented to the homeowners as
23 something different when they purchased their lots.

24
25 Council Member Mergist indicated he didn't want the Red Ledges HOA to dictate what the City
26 could do with its water tank. Mumford stated the verbal agreement reached was that if
27 modifications were necessary to the tank, the City would notify Red Ledges to discuss such
28 modifications.

29
30 Council Member Bradshaw moved to approve Red Ledges Phase 1 P, a 26 lot subdivision on the
31 condition that Cates and Mumford would work out the new language in the Subdivision
32 Agreement. Council Member Rowland seconded the motion.

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34 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

35
36 **Adoption of Ordinance 2013-11 – An Ordinance Amending Section 6.25.010D of the Heber**
37 **City Municipal Code – Validity, Rabies Vaccination Pre-Requisite to Issuance:** Council
38 Member Rowland moved to approve Ordinance 2013-11, an ordinance amending Section
39 6.25.010D of the Heber City Municipal Code – Validity, Rabies Vaccination Pre-Requisite to
40 Issuance. Council Member Bradshaw seconded the motion.

41
42 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

43
44 **Appointment of McKay King to the Historic Preservation Board:** Mayor Phillips stated
45 McKay King had been nominated and was willing to serve on the Historic Preservation Board.
46 Council Member Mergist moved to approve the appointment of McKay King to the Historic
47 Preservation Board. Council Member Patterson made the second.

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49 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

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3 *DISCUSSION/ACTION ITEMS*

4 **Adoption of Ordinance 2013-12 – An Ordinance Amending the Consolidated Fee Schedule**
5 **Appendix “A” (Consolidated Fee Schedule) Associated with and Pertaining to the Rabies**
6 **Vaccination and Dog Registration Licensing Fees, Title 3.15 of the Heber City Municipal**

7 **Code:** Council Member Rowland moved to approve Ordinance 2013-12 – an ordinance
8 amending the Consolidated Fee Schedule Appendix “A” (Consolidated Fee Schedule) associated
9 with and pertaining to the Rabies Vaccination and Dog Registration Licensing Fees, Title 3.15 of
10 the Heber City Municipal Code. Council Member Patterson seconded the motion. Council
11 Member Mergist asked if there was a replacement fee. Kellogg indicated if a tag was lost, there
12 was a \$1.00 replacement fee.

13 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

14
15 Council Member Bradshaw stated he talked with Kendall Crittenden, who wanted to inform the
16 City Council that the County Council was forming a new Board of Health. The County Council
17 was looking for some names of people with backgrounds in the health industry. Council Member
18 Bradshaw noted there would be no representation from a City Council member on this board in
19 the future.

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21 With no further business, the meeting was adjourned.
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Michelle Kellogg, City Recorder

APPOINTMENTS

**HEBER CITY, UTAH
MANAGEMENT LETTER
JUNE 30, 2013**

GREG OGDEN, CPA
1761 EAST 850 SOUTH
SPRINGVILLE, UT 84663
(801) 489-8408

MEMBER OF THE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

December 10, 2013

Honorable Mayor
Members of the City Council
Heber City, Utah

Council Members:

While planning and performing my audit of the basic financial statements of Heber City, Utah (City) for the year ended June 30, 2013, I noted matters regarding compliance with requirements of the *Utah Code* and the City's internal control over financial reporting which need to be addressed by the City's management.

My findings from the audit are attached. If the weaknesses and deficiencies noted in this management letter are left uncorrected, an unacceptable amount of errors could occur without detection.

This report is intended solely for the use of the management of Heber City. However, this report is a matter of public record and its distribution is not limited.

By its nature, this report focuses on exceptions, weaknesses and problems. This focus should not be understood to mean that there are not also various strengths and accomplishments. I appreciate the courtesy and assistance extended to me by the personnel of the City during the course of my audit, and I look forward to a continuing professional relationship. I would be pleased to discuss any of these matters with you at your convenience and, if desired, to assist you in implementing any of these suggestions.


Greg Ogden,
Certified Public Accountant

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

STATE COMPLIANCE FINDINGS

2012-1 FINDING - GENERAL FUND BALANCE IN EXCESS OF AMOUNT ALLOWED

The City is allowed to maintain an unreserved general fund balance not to exceed 25% of total estimated general fund revenues. The current unreserved general fund balance of \$1,922,663 is approximately \$364,000 in excess of the amount allowed.

RECOMMENDATION

I recommend that the unreserved general fund balance be brought into compliance with State requirements.

RESPONSE - HEBER CITY

Some of the excess funds have already been appropriated in the 2013-2014 budget. The remaining funds will be appropriated or reserved for specific purposes during the 2013-14 budget. Uncompleted projects and the sale of property at year end contributed to this problem.

2013-1 FINDING - NOTICE TO UTILITY CUSTOMERS PRIOR TO TRANSFER

The City is required to charge itself the same rate for any usage of utilities as it charges other customers. If it does not, the City is required to hold an annual public hearing to disclose that the City does not charge itself for its own utility usage. State Code also requires that each utility customer be mailed a notification in writing of its intent prior to the start of each fiscal year in which this will be the City's policy.

The City does not charge itself for all utility usage. No public hearing was held to discuss this policy. Utility customers were not notified of the public hearing as required.

RECOMMENDATION

I recommend including the required public hearing with your annual budget adoption hearing. I also recommend that written notice of the City's planned policy be mailed to each customer prior to the public hearing. This can be accomplished by printing the notification on each customer's utility bill.

RESPONSE - HEBER CITY

The City was not aware of this requirement; this issue will be addressed in conjunction with the adoption of the next budget.

2013-2 FINDING - TWO CASH ACCOUNTS MISSING FROM THE CASH REPORT

Public treasurers are required to file a written report with the Money Management Council twice each year. All deposits and investments owned by the City are required to be included on the report. The cash report for June 30, 2013 was missing two small accounts which totaled \$2,920.

RECOMMENDATION

I recommend that all cash accounts owned by the City be included on all future reports.

RESPONSE - HEBER CITY

These two small cash accounts were overlooked by the Treasurer when the report was completed. Both cash accounts have already been closed.

2013-3 FINDING – INCOMPLETE FINANCIAL INFORMATION POSTED TO THE STATE WEBSITE

The State has established the Utah Public Finance Website to which local governments are required to post financial information. Participating entities are required to post their revenue and expense transactions at least quarterly within one month after the end of the fiscal quarter. They are also required to post employee compensation summary information at least once per year within three months after the end of the fiscal year. The 2013 financial information posted for Heber City did not match the year-end financial statements. It appears that the amounts posted are for one half of the year rather than the whole year.

RECOMMENDATION

I recommend that in the future all required information be posted in accordance with the requirements.

RESPONSE - HEBER CITY

The City changed accounting software mid-year and it appears that the first six months transactions were removed when the last six months were posted. Our accounting software vendor expects to have the problem resolved by December 20th, 2013.

2013-4 FINDING – NO OPEN AND PUBLIC MEETINGS TRAINING IN 2013

State law requires city council members to all receive annual training on the requirements of open and public meetings. The required training did not take place in the 2013 fiscal year.

RECOMMENDATION

I recommend that open and public meetings training be scheduled and held annually to ensure compliance with the requirement.

RESPONSE - HEBER CITY

The City was not mindful of the requirement to provide annual training. Most Council Members would have received such training at Utah League of Cities and Towns conferences. The City Attorney will coordinate training with the City Council once newly elected officials take office.

ACTION ITEMS

TAB 1

HEBER CITY COUNCIL
Meeting date: January 2, 2013
Report by: Anthony L. Kohler

Re: Red Ledges Phase 1R

Red Ledges is proposing a 38 Lot Phase 1R, which connects to recently approved Phase 1N to the southeast, connecting northwesterly to Phase 1. As shown on the attached location map, this phase was originally intended to be located upon 2 cul-de-sacs, but will now be located upon a through street with the 2 originally planned cul-de-sacs eliminated. This change does not impact ridgelines and should provide for better circulation and fire protection in Red Ledges.

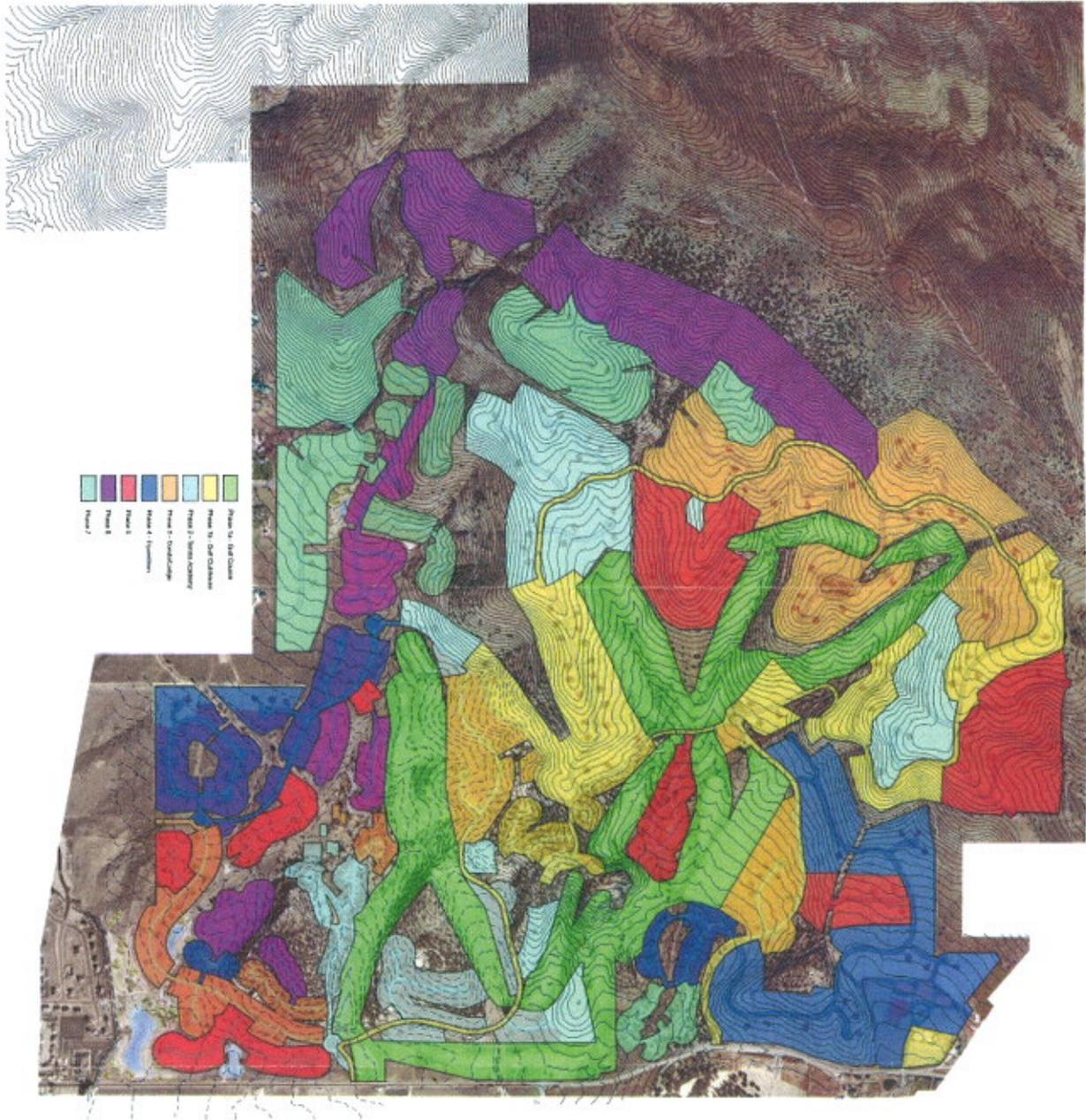
The proposed future public trails shown on the location map (dotted lines) backs up to Lots 446 and 447. The Master Plan Agreement and Interlocal Agreement require that as phases are constructed along the trail, the trail be dedicated and constructed, which would require about 200 feet of trail construction. Since the lower portion of the western trail is not yet constructed, it may make sense to identify a time the trail can be constructed and dedicated as a whole rather than on a piecemeal basis with each future phase.

Phasing has occurred different than originally anticipated from the original Master Plan. The city has a Master Plan Agreement between Red Ledges and the City found in Book 943 page 118, recorded on June 19, 2007 in the County Recorder's Office. This agreement specifies certain amenities to be built in conjunction with different phases. Some of these amenities have been constructed earlier than anticipated such as the Lake Creek Trail, which was constructed at Phase 1. Since the phasing plan has not been exactly followed, it is difficult to pin down when remaining amenities should be constructed, such as the Club House (which is currently under permitting), Equestrian Facility, Western and Eastern Public Trails (intended to be constructed with each phase), Community Park, and Eastern Bypass (the City, County, and Red Ledges agreed to November 30, 2015 as the date for construction of the proposed eastern bypass).

RECOMMENDATION

On December 12, 2013, the Planning Commission found the proposed Phase 1R of Red Ledges, consisting of 38 Lots, as consistent with the Red Ledges Master Plan, the PC Planned Community Zone, Interlocal Agreement, and Master Plan Agreement, and before the next phase approval, the developer should work with staff to come up with a plan to coordinate future phasing with amenity construction and dedication.

Red Ledges Master Plan Phasing Plan

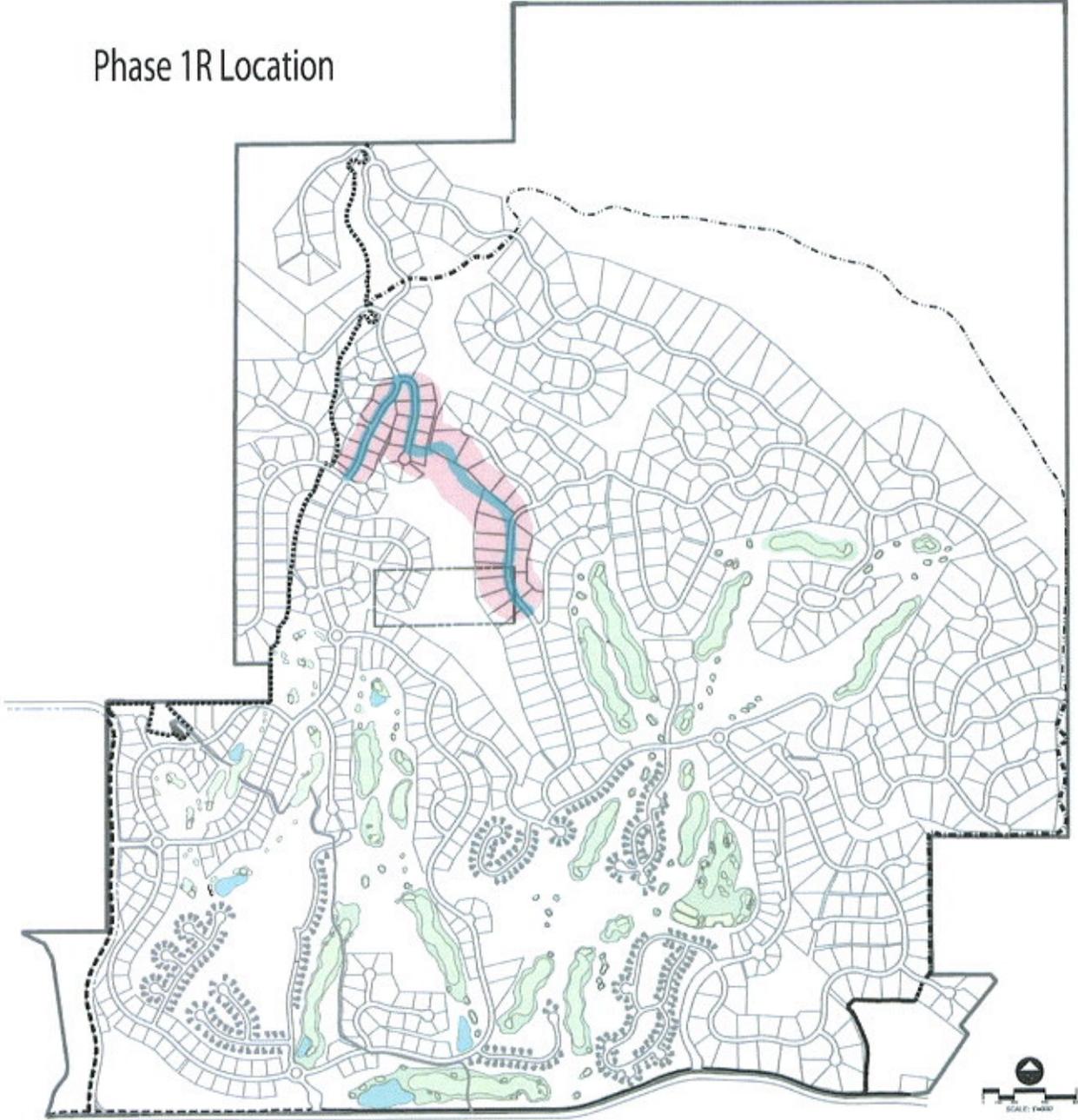


Red Ledges Currently Platted Lots



Red Ledges Phase 1R Location

Phase 1R Location



TAB 2

HEBER CITY COUNCIL
Meeting date: January 2, 2013
Report by: Anthony L. Kohler

Re: Red Ledges Phase 1 Lot 39 2nd Amended Plat

In 2010, the owner of Lot 39 requested approval of a plat amendment to combine Lot 39 of Phase 1 with adjoining subdivided property. The owner of Lot 39 is now requesting to split the new larger Lot 39 into 2 Lots as originally proposed by Red Ledges.

The northern lot will need to have water and sewer laterals installed by the petitioner.

RECOMMENDATION

On December 12, 2013, the Planning Commission found the proposed subdivision/plat amendment as consistent with the Red Ledges Master Plan, Interlocal Agreement, and Chapter 18.61 of the Municipal Code, conditional upon the petitioner installing needed water and sewer laterals.

NOTES

1. ALL OF THE PROPERTY DESCRIBED IN THIS PLAN IS SUBJECT TO THE REGULATION OF GOVERNMENT AGENCIES AND THE APPLICABLE ZONING ORDINANCES OF THE CITY OF SALT LAKE COUNTY, UTAH. THE APPLICABLE ZONING ORDINANCES ARE THE ZONING ORDINANCES OF THE CITY OF SALT LAKE COUNTY, UTAH, AS AMENDED, AND THE APPLICABLE ZONING ORDINANCES OF THE STATE OF UTAH, AS AMENDED. THE APPLICABLE ZONING ORDINANCES ARE THE ZONING ORDINANCES OF THE CITY OF SALT LAKE COUNTY, UTAH, AS AMENDED, AND THE APPLICABLE ZONING ORDINANCES OF THE STATE OF UTAH, AS AMENDED. THE APPLICABLE ZONING ORDINANCES ARE THE ZONING ORDINANCES OF THE CITY OF SALT LAKE COUNTY, UTAH, AS AMENDED, AND THE APPLICABLE ZONING ORDINANCES OF THE STATE OF UTAH, AS AMENDED.

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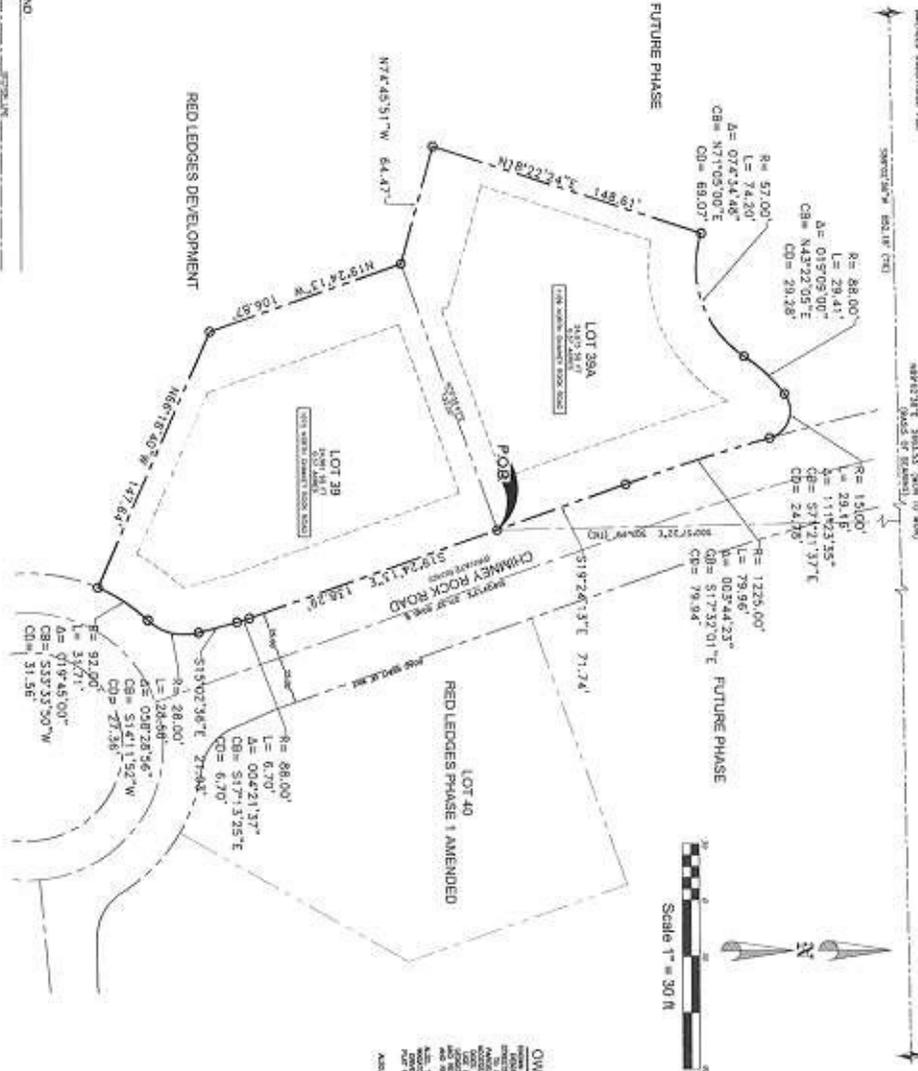
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WILDING ENGINEERING
1347 SOUTH 200 WEST, SUITE 200
SALT LAKE CITY, UTAH 84143
PHONE: (801) 487-1111
WWW.WILDINGENGINEERING.COM

RED LEDGES PHASE 1 AMENDED SECOND AMENDMENT TO LOT 39

LOCATED IN THE NORTH-EAST QUARTER OF SECTION 33, TOWNSHIP 3 SOUTH,
RANGE 5 EAST, SALT LAKE COUNTY, UTAH
3 SOUTH RANGE 5 EAST, SALT LAKE BASE AND MERIDIAN



COUNTY SURVEYOR
APPROVAL AS TO FORM

APPROVAL AS TO FORM

SURVEYOR'S CERTIFICATE

I, the undersigned, being duly licensed and qualified as a Professional Engineer in the State of Utah, do hereby certify that the foregoing is a true and correct copy of the original survey as shown on the plan and that the same is correct and true to the original as shown on the plan.

PROFESSIONAL ENGINEER
STATE OF UTAH
LICENSE NO. 44154

PROPERTY DESCRIPTION:

THE PROPERTY DESCRIBED IN THIS PLAN IS SUBJECT TO THE REGULATION OF GOVERNMENT AGENCIES AND THE APPLICABLE ZONING ORDINANCES OF THE CITY OF SALT LAKE COUNTY, UTAH. THE APPLICABLE ZONING ORDINANCES ARE THE ZONING ORDINANCES OF THE CITY OF SALT LAKE COUNTY, UTAH, AS AMENDED, AND THE APPLICABLE ZONING ORDINANCES OF THE STATE OF UTAH, AS AMENDED.

OWNER'S DEDICATION AND CONSENT TO RECORD

I, the undersigned, being duly licensed and qualified as a Professional Engineer in the State of Utah, do hereby certify that the foregoing is a true and correct copy of the original survey as shown on the plan and that the same is correct and true to the original as shown on the plan.

RECORDED

**RED LEDGES PHASE 1 AMENDED
SECOND AMENDMENT TO LOT 39**

LOCATED IN THE NORTH-EAST QUARTER OF SECTION 33,
TOWNSHIP 3 SOUTH, RANGE 5 EAST, SALT LAKE BASE
AND MERIDIAN

RECORDED

RECORDED

DISCUSSION/ACTION ITEMS

TAB 3

Mark Anderson

From: John.Sweeney@faa.gov
Sent: Tuesday, November 19, 2013 8:48 AM
To: manderson@ci.heber.ut.us
Cc: mswapp@utah.gov; Kristin.Brownson@faa.gov
Subject: Heber CIP
Attachments: FY 14 36U ADP.xls

Mark,

I understand there was a little confusion regarding the CIP yesterday. I would first like to say I had made a mistake in the CIP that was sent to you, and second as I am sure Kristin mentioned on the phone, we are committed to the C-II upgrade at your facility.

The 2019 project shown as rehab runway is correct, however the description that stated "maintenance" should have said "EA for C-II". The way that our internal system codes projects can sometimes be confusing when that data is extracted into Excel.

For clarification I have attached a revised CIP/ADP and also included some years beyond the 2019 so you will be able to show your elected officials what exactly we have planned for as far as a Federal investment is concerned. Part of the reason we send out the annual CIP/APD for review and comment is to catch and address issues like this, so thank you for taking the time and reviewing the document and providing Matt and Kristin that feedback. As I mentioned before we are committed to a C-II upgrade at Heber to help make your facility as safe as possible for all of the users. A project of this magnitude will require regular communication between our offices as we proceed through the necessary steps. The first step will be the Master Plan, that will document and justify the need for the upgrade. After that is complete we will need to conduct an environmental assessment (2019 project) followed by construction. Currently the reason for the delay until 2019 on the EA is because those documents do have a shelf life and currently we do not have the financial flexibility to start this project before 2021. However we constantly are looking for ways to accelerate discretionary projects and over the next few years we will continue to look for any opportunities to move this project forward sooner.

Thanks again for your review and I apologize for the confusion. Please feel free to contact Kristin or myself for any other questions or concerns.

John Sweeney
Community Planner
FAA-Denver Airports District Office
303-342-1263
Fax-303-342-1260

Utah Division of Aeronautics
 Airport Development Plan Project List

Project Description & Cost Estimate									
Scheduled/Req uested Federal Fiscal Year	Project Description	Project Identification in ALP/MP	Comments	Sponsor Priority Number	Estimated Total Cost of Project	Cost Allocation \$			
						Federal Participation	State Participation	Sponsor Participation	
Federally Funded Projects									
						90.94%	4.53%	4.53%	
2014	Rehabilitate Runway				\$ 5,278,205	4,800,000	\$ 239,103	\$ 239,103	\$ 239,103
2015	Update Airport Master Plan Study				\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
2016	Construct Heliport/Helipad				\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
2018	Acquire Land For Approaches				\$ 329,888	300,000	\$ 14,944	\$ 14,944	\$ 14,944
2019	Rehabilitate Runway		EA for C-II		\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
2021	Rehabilitate Runway		C-II Land and Hangar		\$ 10,226,523	\$ 9,300,000	\$ 463,261	\$ 463,261	\$ 463,261
2022	Rehabilitate Runway		C-II Grading/Paving		\$ 10,061,579	\$ 9,150,000	\$ 455,790	\$ 455,790	\$ 455,790
2023	Rehabilitate Runway		C-II Paving		\$ 6,762,701	\$ 6,150,000	\$ 306,350	\$ 306,350	\$ 306,350
					\$ -	\$ -	\$ -	\$ -	\$ -
Participation Totals						\$ 33,153,728	\$ 30,150,000	\$ 1,501,864	\$ 1,501,864
State Funded Projects									
							90.00%	10.00%	
						\$ -	\$ -	\$ -	\$ -
						\$ -	\$ -	\$ -	\$ -
						\$ -	\$ -	\$ -	\$ -
Participation Totals						\$ -	\$ -	\$ -	\$ -

Note: Attach additional sheets as necessary to fully describe projects or to add information needed for a full understanding of project scope, location and costs.

For Planning Purposes Only



U.S. Department
of Transportation
**Federal Aviation
Administration**

October 29, 2013

Mr. Mark Anderson
Heber City
75 North Main St
Heber, UT 84032

Five-Year Airport Capital Improvement Plan

Dear Mr. Anderson:

The FAA and Division of Aeronautics continually evaluate the needs of Utah's airports and rely on capital improvement plans (CIP). The CIP is derived from different sources including Master Plans, Statewide Pavement Management Plans and Joint Planning Conferences. Enclosed are 5-year capital improvement plans for your airport. The FAA and Division are asking each airport sponsor to review and update their CIP.

The capital improvement plans shows federally funded and state funded projects for your airport. In most cases, the projects are not identical to the ones you forwarded to the FAA. It is important to remember that we fund a system of airports where the highest priority work in the State of Utah is funded first.

Please review the needs of your facility and update the CIP for your airport. We would ask that **all** Airport Sponsors submit an updated CIP to reflect a five-year period of projects, FY 2014-2019. At this point there should be no changes to 2014 and 2015. All CIP's should be submitted via email to john.sweeney@faa.gov and [mhwapp@utah.gov](mailto:mwapp@utah.gov). CIP updates need to be received by November 22, 2013. Make sure that you include projects through FY 2019.

Keep in mind that CIP updates occur every year, but necessary changes can occur throughout the year. Due to constant change in airport needs and funding for proposed projects, you should keep your CIP up-to-date. Your CIP should be updated in conjunction with your City Counsel/County Commission, Airport Board and airport consultant.

We strongly recommend you discuss the CIP with your local officials and inform them of the level of available Federal and State funds expected over the 5-year planning period. It is important that alternative funding sources be researched for desired airport improvements, if necessary.

Thank you for your continued support and patience during the planning and funding process.

Sincerely,



John Sweeney
Utah Airports Planner
Federal Aviation Administration
Denver Airports District Office
26805 East 68th Ave., Suite 224
Denver, CO 80249-6361
Phone: (303) 342-1263
Fax: (303) 342-1260
Email: john.sweeney@faa.gov



A. Matthew Swapp, P.E.
UDOT Aeronautical Programs Engineer
Utah Department of Transportation
Division of Aeronautics
135 North 2400 West
Salt Lake City, UT 84116
Phone: (801) 870-4023
Fax: (801) 715-2276
Email: mswapp@utah.gov

Enclosures: Airport Capital Improvement Plan (State)

Project Description & Cost Estimate									
Scheduled/Requested Federal Fiscal Year	Project Description	Project Identification in ALP/MIP	Comments	Sponsor Priority Number	Estimated Total Cost of Project	Cost Allocation \$			Sponsor Participation
						Federal Participation	State Participation		
Federally Funded Projects									
						90.94%	4.53%		4.53%
2014	Rehabilitate Runway				\$ 5,278,205	4,800,000	\$ 239,103	\$ 239,103	\$ 239,103
2015	Update Airport Master Plan Study				\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
2016	Construct Heliport/Helipad				\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
2018	Acquire Land For Approaches				\$ 329,888	300,000	\$ 14,944	\$ 14,944	\$ 14,944
2019	Rehabilitate Runway		Maintenance		\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
					\$ -		\$ -	\$ -	\$ -
					\$ -		\$ -	\$ -	\$ -
					\$ -		\$ -	\$ -	\$ -
					\$ -		\$ -	\$ -	\$ -
Participation Totals						\$ 6,102,925	\$ 5,550,000	\$ 276,463	\$ 276,463
State Funded Projects									
							90.00%		10.00%
							\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -
Participation Totals						\$ -	\$ -	\$ -	\$ -

Note: Attach additional sheets as necessary to fully describe projects or to add information needed for a full understanding of project scope, location and costs.

For Planning Purposes Only

DEPARTMENT REPORTS

TAB 4

12/4/13
JCS

Report of: All Judges
HEBER CITY JUSTICE COURT
MONTHLY REPORT - JUSTICE COURTS
2013167 - 2013178
Journals:
Report Period: 11/01/2013 - 11/30/2013 Location #: 2607

Signature of Judge 

1a. Total Traffic Cases Filed:	103	I. TRAFFIC		103
Charges Filed		1b. Total Traffic Cases Disposed:	103	
State		CHARGE DISPOSITIONS		
Local		Bail Guilty	Non-Jury Trial	Jury Trial
		Forf Plea	Acquit	Convict
		Acquit	Convict	Acquit
		Convict	Acquit	Convict
		missed	Arrest	Trans- Warrants
				ferred of Arrest

4	Driving Under Influence	1	1	1
	Impaired Driving DUI Reduced	1		
22	Drivers License Violations	2	21	4
46	Moving Violations	21	9	5
54	Non-Moving Violations	19	11	24
1	Parking Tickets			6
	Failure to Appear Informations			1

II. CRIMINAL MISDEMEANORS AND INFRACTIONS

2a. Total Misdemeanors/Infractions Filed:	17	2b. Total Misdemeanors/Infractions Disposed:	27
4	Assault		1
3	Theft		
	Failure To Appear Informations		
3	Public Intoxication	2	1
	Illegal Sale-Alcohol		
2	Other Liquor Violations Including		1
	Open Container		
5	Controlled Substance/Narcotics	2	2
	Bad Checks		
2	Domestic Animal Ordinances		2
	Wildlife Resources		

Parks Recreation

Planning/Zoning/Fire or Health

Domestic Violence

6 Other Misdemeanors/Infractions

III. FELONIES

Felonies Filed: Preliminary Hearings Held: 4

Dismissed: Bound Over:

Initial Appearances:
Transferred:

14

3

Cases Filed: 1 Settled / dismissed:

IV. SMALL CLAIMS
36 Default Judgement:

Trials:

Small Claims: Criminal:

V. APPEALS FILED
Traffic:

- 1. Fines and Forfeitures Collected
- 1a. Surcharge Collected
- 2. Traffic Mitigation (SL Co.)
- 3. Fees/Costs/Contempt Fines
- 4. Overweight Court Costs
- 5. Security Surcharge Collected - 100%
- 6. Total Revenue Collected

	VI. REVENUE COLLECTED		
	Total Collected	85/90%	
1.	12,754.42		35%
1a.	5,479.01	4,933.89	
2.	0.00	4,710.44	
3.	2,944.43		
4.	0.00		
5.	2,371.81	3,592.53	
6.	23,549.67	768.57	
		No Surcharge	
		4,228.00	

VII. REVENUE DISBURSED

- 7. Fine/State for DWR
- 8. Fine/State for Boating Act
- 9. Fine/State for Off-hwy Veh
- 10. Fine/State for Surcharge
- 11. Fine/State for Overweight
- 12. Fine/State for Higher Ed
- 13a. Security Surcharge to St (80% of \$32) County - 62.5%
- Court Security - 25%
- Technology - 12.5%
- 13b. \$8 Court Security Account
- 14. Fine/LEA for 41-1a-1303(2)
- 15. Fine/State for Transportation Fund
- 16. Total Disbursed

	VII. REVENUE DISBURSED	
7.	0.00	
8.	0.00	
9.	0.00	
10.	5,479.01	4,710.44
11.	0.00	
12.	0.00	
13a.	1,520.67	
County - 62.5%	950.42	
Court Security - 25%	380.17	
Technology - 12.5%	190.08	
13b.	470.97	
14.	0.00	
15.	0.00	
16.	7,470.65	

VIII. REVENUE RETAINED

17. Fines & Forfeitures Retained	12,754.42
18. Traffic Mitigation Retained (Sl. Co)	0.00
19. Fees/Costs/Contempt Fines Retained	2,944.43
20. Security Surcharge (20% of \$32)	380.17
21. Total Revenue Retained	16,079.02

IX. MISCELLANEOUS INFORMATION

Total Criminal and Traffic Cases this time period with:

Surcharge/Fines paid by Partial Payment	0
Judgment fulfilled by Alternate Order	0

Amount this month of:

Waived Surcharge	679.05
Uncollected Surcharge	1,490.15

Heber City Police Department

Memorandum

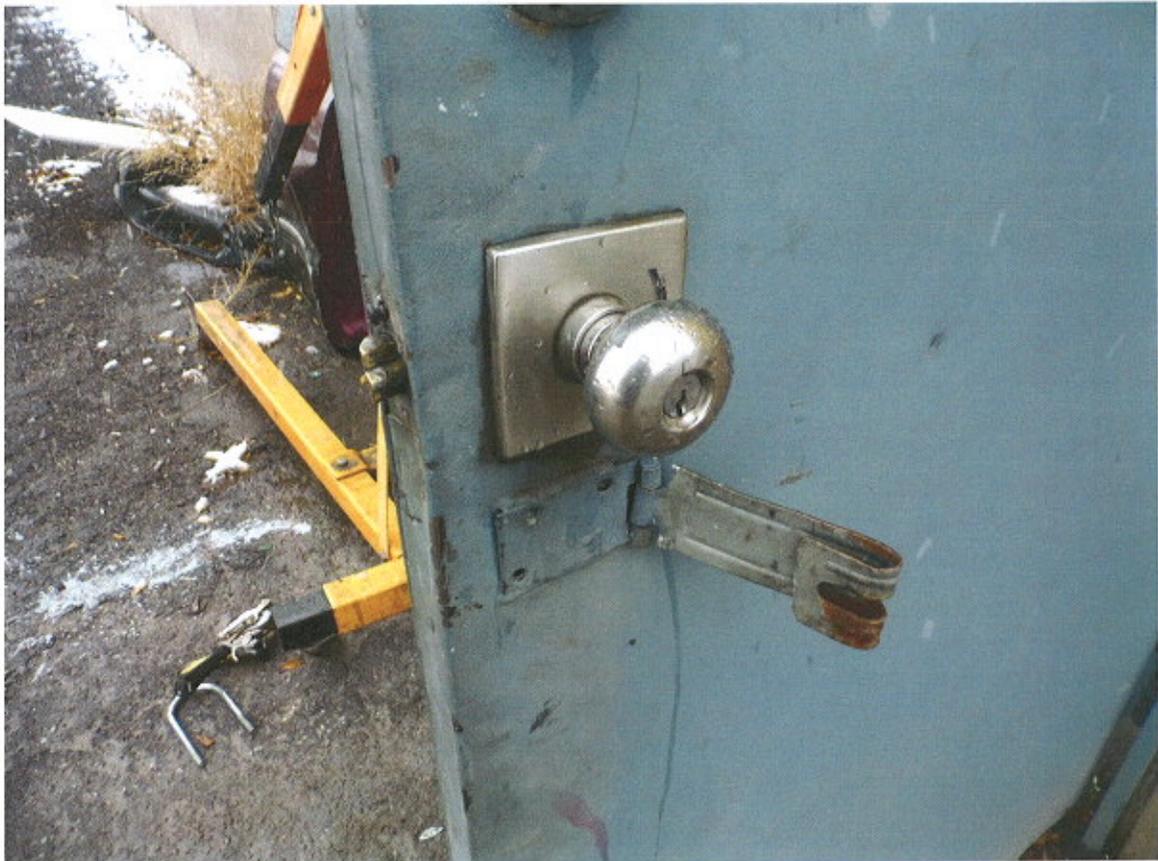
To: Heber City Mayor, Council and Manager
From: Chief Dave Booth
Date: November 16, 2013
Re: Monthly Report-November 2013

- **ILLEGAL DRUGS-** An officer stopped a white V.W. Jetta for an expired registration. When he made contact with the driver, he noticed there was a strong smell of cologne. The smell was very strong, as though the cologne was sprayed within the last minute. The driver stated that he sprayed it earlier. The driver's tongue had a dark green burnt color to it. The officer's experience has shown that to be a common indicator of recently smoking marijuana or spice. Deputy Ahlberg deployed his K-9 and then informed the officer that the area on the driver's side door, near the bottom, was of interest to the dog. A search was conducted and a leafy substance was found in the area indicated by the K-9. The driver was asked if this substance was spice, and he replied, "Yes". The driver was cited for the expired registration as well as for possession of spice.
- **SUICIDAL SUBJECT-** Officers responded to Liberty Station (1029 S. 420 W.) on a report of a suicidal female. An officer knocked on the door hard enough it should have been heard throughout the 4-plex. No one answered the door and no evidence of anyone inside was noted. Two hours later, dispatch received another call from the mother. She reported that she had found her daughter in the bath tub with her wrist slit. She had used pliers to pull the razor out of a safety razor and used it to slice open her wrist. The bleeding had stopped but tendons were visible. Medical responded and transported her to the hospital. They were given a phone number to contact victims advocate, Lynn Robertson.

- **The 19th Heber Valley Cowboy Poetry-** Chief Dave Booth took time to see the Bar J Wranglers perform at the Wasatch High School. It was a night of great music & comedy. He had an opportunity to take a photo with them after their performance.



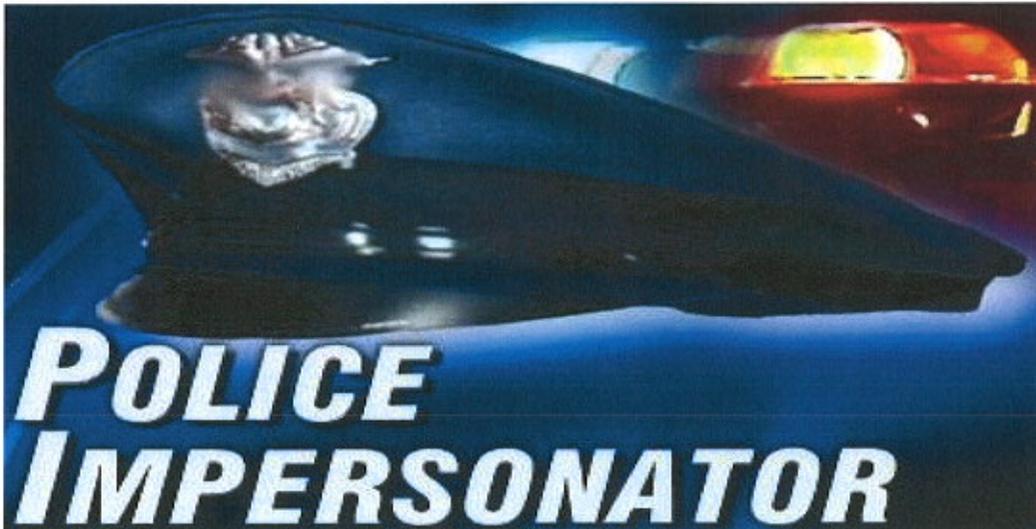
- **BURGLARY-** Officers responded to 999 South Main Street, Wasatch Auto Repair, on a burglary in progress. The complainant stated that he saw two males, wearing dark clothing and one female, with a blondish colored ponytail, run southbound in a field towards the One Stop Gas Station. The complainant stated that he could see one of the east side garage door's was open at Wasatch Auto and believed that this was very suspicious behavior, when the three individuals, ran when he observed them. Arrests have been made and we are following up on several leads at this time. A Dodge pickup was stolen, along with tools and a computer. Chief Booth, Lieutenant Bradley, Sergeants Moore and Nelson, Detective's Brown and Russell, and Officer Segura were called out to assist with this case. Wasatch Auto Repair owners are out of the area, but were contacted and all the suspects involved were apprehended and the property was recovered.



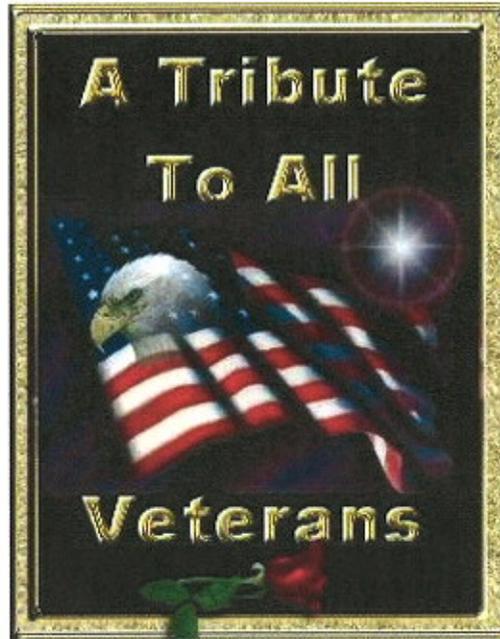
- **DOMESTIC ASSAULT-** Officers responded to 333 East Airport Road #A205, on a report of a domestic altercation. Upon arrival officers located a female inside the apartment. She was crying and upset. She told officers that her husband had left with his brother. Chief Booth and Officer Segura located her husband at his mother's house at 790 Lakeview Drive. The victim showed officers the marks on her neck and arms. She stated her husband was supposed to come home at 5:00 pm to pick up his children so that she could go to work. He came home around 8:15 pm. When he came home, she stated that he had been at a bar drinking. He became angry with her when she confronted him about his whereabouts and who he was texting. She stated that at one point he demanded the truck keys, so he could leave. She refused to give the keys to him. He grabbed their 2 year old daughter and told his wife that he was going to take their daughter and walk some-where. Their daughter was only wearing pajamas. The victim had a fresh scratch on her back that would be consistent with the altercation that was described to the officer. Her husband was found to be the primary aggressor and was placed under arrest.



- **PUBLIC AWARENESS-** In recent days, an unknown male individual has been soliciting money by telephone from citizens in our neighboring counties. This individual is impersonating a Summit County Sheriff's Deputy and using the name, "Major Thomas Wilson badge number 72". He tells the citizens that he is from the warrant's division and a warrant has been issued for their arrest for not showing up for jury duty. DO NOT give him any personal information or money until you notify our local police department. 435-654-3040 or 435-654-1411.



- **A TRIBUTE TO VETERANS-** Please pay tribute to all military personnel, from every service branch, and from every time period in American History. These are the brave men and women that have sacrificed to keep this nation free for the last 237 years and they deserve our respect. They all performed honorable service to this nation, and many of them gave their life to keep us free. On behalf of our department, we thank you.



- **OFFICERS LUNCH @ TIS-** Officers with the Heber City Police Department along with Wasatch County Deputies attended lunch with the students at Timpanogos Intermediate School.



- **HEROES DAY-** Heroes Day is a celebration to honor and say thanks to all first responders. This year's Heroes Day was held November 20th at the Heber Valley Elementary School. Heber Valley Elementary honored individuals who went above and beyond the call of duty. This year, our department had the honor to visit and have lunch with all the students and their teachers. We want them to know how much we appreciate their support and recognizing our accomplishments. THANKS SO MUCH!!!



- **INTOXICATION-** A report of an intoxicated 20 year old male lying on the sidewalk in front of Wing Point Apartments was taken by our officers. Officers discovered him lying on the grass at Green Field Circle. He had a large laceration on the top of his head and was intoxicated. The subject was transported to the Heber Valley Hospital and at this time we are unable to locate any of his family or friends. He is not from the area. Later the hospital medically released him and he was placed under arrest for Public Intoxication/Minor Consumption and transported to the Wasatch County Jail.



- **AGENCY ASSIST-** Officers responded on an agency assist with Adult Probation and Patrol (AP&P) Agents. Officers were informed that they wanted to check on a male that was on probation. Subject had traces of marijuana and other drug paraphernalia and was taken in to custody.
- **THEFT-** Officers were contacted by the Fourth District Deputy Court Clerk regarding a theft. The court had made a mistake and issued a check for \$1, 824.94 to a subject for bail posted. The actual bail amount owed to the subject was \$189.00. The subject was issued a court ruling regarding the cash bail, ordering him to return the \$1,635.00 not owed to him by the Fourth District Court. The order was issued October 31, 2013, and was to be paid in full to the court within 10 days. At this time subject had not made contact with the court.
- **ACCIDENT-** Officers responded to a car vs. pedestrian at SR 189 and Heber Parkway. When officer arrived they found that the pedestrian had not been injured. The pedestrian was riding a bike and made an illegal turn, hitting the side of the truck. The pedestrian then fell off his bike. The pedestrian was at fault and dented the side of the truck. The damage was non-reportable and both parties exchanged information.

- **THANKSGIVING-** The Heber City Police Department would like to take a moment to wish everyone in our community a safe and wonderful Thanksgiving.



Total Incident Reports- 561

Part one Crime:

- Criminal Homicides 0
- Forcible Rape 0
- Robbery 0
- Burglaries 3
- Theft 11
- Vehicle Theft 0
- Arson 0
- Aggravated Assault 0

Assorted Calls for Service:

• Agency Assist	15
• Alarms	25
• Assaults	1
• Child Abuse/Neglect	4
• Domestic Problems	6
• DUI Arrests	6
• Lockouts	35
• Parking Problems	9
• Traffic Accidents	21
• Warrant Arrests	23
• Traffic Violations	291

- 51 Arrests with 95 offenses

HEBER CITY CORPORATION

STAFF REPORT

MEETING TYPE:	Regular Council Meeting	MEETING DATE:	January 2, 2014
SUBMITTED BY:	Bart L Mumford	FILE NO.:	00000
APPROVED BY:	Mark K. Anderson		
SUBJECT:	CITY ENGINEER MONTHLY REPORT - December 2013		

CIP AND OTHER CITY PROJECTS

Broadhead Tank Roof Repair: Percent Complete: 10%
Gerber Construction completed piping modifications. Roof replacement will begin early spring to allow sufficient time to order, install, and test booster pump VFD modifications.

Public Safety/Court Building: Percent Complete: 1%
GSBS is preparing draft programing document. CIB loan results anticipated on 1/9/14.

Road Crack Sealing 2013: Percent Complete: 20%
Bonneville continued crack sealing in the north east portion of the City. Work will stop when cold weather begins and resume in the spring.

Subdivision Bond Work: Percent Complete: 5%
Council directed staff to call outstanding subdivision bonds at 2/17/11 Work meeting. Negotiating with HOG subdivision developer to complete remaining improvements. Working with Gateway 1 property owners on solution to complete the remaining improvements.

Valley Hills Tank Pipeline: Percent Complete: 1%
Horrocks is evaluating the cost effectiveness of installing the master planned Valley Hills Tank water line before beginning design.

CITY PROJECTS UNDER WARRANTY

▫ *Water Main Replacement - 300 W (CDGB):	Expires 12/05/13
▫ Sidewalk Improvements - 600 S (200E-270E)	Expires 07/25/14
▫ Water Main - SR113 & PRV:	Expires 08/27/14
▫ Muirfield Park Bridge/Trail:	Expires 08/23/14
▫ Road Improvements - 300 W. (100S to 1000S)	Expires 01/28/15
▫ Sidewalk Replacement - 100 W.	Expires 07/17/15
▫ Water Main Replacement - 300 W CDBG 12:	Expires 07/31/15
▫ Sewer and Water Improvements 2013:	Expires 12/03/15
▫ Main St. Pavers / Util - 200S to 200N:	Expires 12/03/15

*Warranty is extended until outstanding issues/punchlist items are resolved.
- Schedule warranty walk through 3 months prior to expiration date.
- Send Bond Claim letter 1 month prior to expiration date.

ENGINEERING MONTHLY PROJECT BUDGET vs CONTRACTS REPORT

December 2013

PROJECT NAME	CITY BUDGET		CONTRACTS		CHANGE ORDERS		TOTAL	Notes
	Approved	Amt	Approved	Amt	Approved	Amt		
Broadhead Tank Roof Repair 1. Horrocks Engineers 2. Horrocks Engineers 3. Gerber Construction - CO #1	07/01/13	\$513,000	Prior Year AsNeeded 08/15/13	\$56,000.00 \$439,200.00	12/02/13	\$1,275.84 \$1,275.84		- Evaluation & Structural Report (\$8,000) - Design, CM, & Insp - Construction Contract - Second excavation hole needed
Subtotal:				\$495,200.00		\$1,275.84	\$496,475.84	
Daniels Road Reconstruct / UDOT 1. Civco Engineers - CO #1	07/01/13	\$496,000	06/06/13	\$113,732.28	Pending	\$18,389.64 \$18,389.64		- Design Contract w/UDOT - Additional potholing, 3 Additional right-of-ways
Subtotal:				\$113,732.28			\$132,121.92	
Majestic Mtn - Bond Work 1. Horrocks Engineers 2. ACME Construction - CO #1 - CO #2 - CO #3 - CO #4 3. Blake Allen Fire Hydrant Relocate 4. Heber City 4. Heber City 5. Wheeler Park 6. Summit Engineering	09/30/12	\$262,784	AsNeeded 09/20/12 10/02/12 Pending Pending Pending 08/27/13	\$13,522.00 \$173,148.75 \$1,350.00 \$34,990.00 \$19,577.00 \$9,846.00 \$420.00 \$252,853.75	10/30/12 12/03/12 06/10/12 06/10/12	\$3,380.00 \$0.00 \$2,391.75 \$5,191.88		- Bid doc prep / Inspection - Construction Contract - Replace Curb box, ball valve, & washers - Extend schedule to complete by 5/1/13 - Sink hole repair/add trail sub-base material - Light Conduit/Wire Conn (1/2 Reimb) - Reimbursed for relocating misconstructed FH - Lots 23&24 Util Escrow - Temp CulDeSac Escrow (\$12,790-), LotA ImpFees (\$6,787+) - 16" Water Reimbursement - Record Dwgs
Subtotal:				\$252,853.75		\$10,963.63	\$263,817.38	
Public Safety/Court Building 1. GSBS	07/01/13	\$400,000	11/07/13	\$409,500.00		\$0.00		- Architect fee (\$31.5k+1%+3.4%+1.6%) est if \$6.3M Const
Subtotal:				\$409,500.00		\$0.00	\$409,500.00	
Road Crack Sealing 1. Bonneville 2. Horrocks Engineers	07/01/13	\$250,000	08/01/13 AsNeeded	\$162,100.00 \$25,000.00		\$0.00		- Design, CM, & Insp
Subtotal:				\$187,100.00		\$0.00	\$187,100.00	
Valley Hills Tank Pipeline 1. Horrocks Engineers	07/01/13	\$258,000	Pending	\$7,000.00		\$0.00		- Pipeline feasibility study
Subtotal:				\$7,000.00		\$0.00	\$7,000.00	

DEVELOPER CONSTRUCTION PROJECTS

RESIDENTIAL

Center Creek Estates Plat A (1200 S. 1200 E.): 32 lot subdivision approved 09/18/08. Extended plat approval expired 09/18/10.

Davis Lot Split (485 S 100 E): 3 lot subdivision approved 07/19/07. Plat recorded 04/08/08. Construction is 0% complete. Council approved deed restricting curb, gutter, and sidewalk which recorded on 4/21/09. On 5/6/10 Council approved substituting Surety bond for cash bond.

Findarle Lot Split (131 S 200 W.): 2 lot subdivision approved 01/04/07. Construction is 20% complete. Need to install services and sidewalk.

Haack Subdivision (850 E. Center): 1 lot subdivision approved 11/21/13. Waiting for documents to record plat. Needs Health Dept approval for septic tank or extend sewer.

Heber Homes 6 - Clyde Lot Split (494 E. Center): 2 lot subdivision approved May 2, 2013. Construction is 0% complete. Waiting for agreements to record plat.

Heber Homes 7 (211 S. 200 W.): 3 lot subdivision approved 07/18/13. Plat recorded 10/09/13.

Heber Meadows - Ph2 (2600 S. 1200 E.): 23 lot subdivision approved 10/04/07. Construction is 0% complete. Waiting for approvals from Planning Commission and Council to record revised plat. Construction was partially completed in Phase 1. Phasing needs to be corrected.

King - Plat A (200 S. 550 E.): 2 lot subdivision approved 09/06/07. Plat recorded 12/19/07. Construction is 70% Complete. Council approved amended plat and construction drawing 10/15/09. Amended plat recorded 09/11/11. Currently working on improvements along with new home.

King - Plat B (250 S. 500 E.): 2 lot subdivision approved 09/06/07. Plat recorded 05/08/08. Construction is complete for Lot 1. Lot 2 irrigation and water service need to be completed.

Meadows at Southfield (500 S. 1200 W.): 46 lot subdivision. New plat approved 10/01/09. Plat approval expired 10/01/10. Developers plat extension request has not yet been approved by Council. Council approved lot line adjustment on these parcels on 4/18/13. Construction is 0% complete.

Mill Road Estates 4 (Mill Road and 400 S.): 32 lot subdivision. Subdivision phasing was approved 08/21/08. Extended plat approval expired 08/21/10. Project was resubmitted to the Planning Commission and approved 5/26/11. Construction is 0% complete.

Mountain Meadows 2 (E. Airport Rd. 111 E.): 2 lot subdivision approved 10/18/07. Plat recorded 04/24/08. Construction is 0% complete. Coordinated with developer. Need to install irrigation, water and sewer services to 2nd lot.

Muir Lot Split (188 E. 500 S.): 2 lot subdivision approved 07/18/13. Waiting for agreements to record plat.

Noble Vista (770 S. 1200 E.): 23 lot subdivision. Plat recorded 11/13/07. Construction is 90% complete. Subdivision has been taken over by new owner. New bond will be requested prior to restarting. Mill Road improvements are 100% complete and started warranty on 10/06/09. Chris Goode received occupancy for his home on Lot 23 and subdivision was granted partial acceptance.

Red Ledges - Ph1G (1820 E. Center): 3 lot subdivision approved 4/05/12. Plat was recorded 08/10/12. No additional public improvements were required for this subdivision and it will be closed out.

Red Ledges - Ph1H (Flat Top Mountain Drive): 5 lot subdivision approved 05/03/12. Plat was recorded 08/03/12. Construction is 0% complete. Work will begin Spring 2014.

Red Ledges - Ph1J (Flat Top Mountain Drive): 2 lot subdivision approved 06/21/12. Plat was recorded 08/10/12. Construction is 50% complete. Will finish Spring 2014 along with 1K.

Red Ledges - Ph1K (Explorer Peak Dr.): 12 lot subdivision approved 01/17/13. Plat was recorded 03/15/13. Inspection deposit is needed. Construction is 0% complete. Work will begin Spring 2014 with 1J.

Red Ledges - Ph1L (Copper Belt Dr.): 14 lot subdivision approved 01/17/13. Plat was recorded 03/15/13. Inspection deposit is needed. Construction is 0% complete. Work will begin Spring 2014.

Red Ledges - Ph1M (Red Knob Way): 12 lot subdivision approved 03/21/13. Plat was recorded 03/26/13. No additional public improvements were required for this subdivision and it will be closed out.

Red Ledges - Ph1N (Explorer Peak Dr.): 9 lot subdivision approved 10/03/13. Plat recorded 10/15/13. Construction is 0% complete.

Red Ledges - Ph2A (2400 E. Lake Creek Road): 11 lot subdivision approved 10/06/11. Plat was recorded 12/15/11. Construction is 99% complete. Anticipate completion in December 2013.

Red Ledges - Ph2D (Red Ledges Blvd): 8 lot subdivision approved 10/5/13. Construction is 99% complete. Plat recorded 11/13.

Shermans Landing (650 S. 1200 W.): 35 lot subdivision approved 10/04/07. Council extended the plat recordation but it expired on 10/04/09.

Developer is in the process of revising plans for new affordable housing ordinance and will then resubmit for approval of new plat. Council approved replacing the sewer pump station that would service this subdivision with a gravity sewer through Giles' property or the bypass if easement can be obtained. Canal irrigation line is complete. Subdivision plans will be modified to serve annexations to the North. Construction is 0% complete.

Stone Creek 1 (800 N. 1300 E.): 125 lot subdivision approved 12/06/07. Extended plat approval expired 12/06/09. Developer resubmitted project for new Phase 1 approval to Planning Comm. Construction is 2% complete.

Swift Creek 1 (820 E. Old Mill Dr): 16 lot subdivision approved 10/17/13. Waiting for agreements and final drawings to record plat.

Swift Creek 2 (960 E. Old Mill Dr): 11 lot subdivision approved 10/17/13. Waiting for agreements and drawings to record plat.

NON-RESIDENTIAL

AutoZone (805 S. Main): 1 Commercial lot and building approved 10/06/11. Plat recorded 03/27/12. Development construction is 99% complete. Working on punchlist items (Light replacement).

Gateway 1 (1200 S. Main): 8 Lot Commercial subdivision. Construction is 90% complete. County will transfer easement for 16" waterline running through the subdivision once they are reimbursed for Highway 40 sidewalk. Need to complete storm water box. Wells Fargo has taken over 4 of the unsold lots. Surety denied City's claim. Continued working with Wells Fargo and other lot owners to see if we can jointly complete subdivision improvements.

High School (800 S. 500 E.): Construction is 99% complete on road, water, sewer, and storm water improvements surrounding new facility. Impact fees, water rights, and record drawings have been tentatively agreed to. Discussions continue on bringing closure to the canal grate cleaning. Impact fees are still outstanding on Heber Valley Elementary.

HOG Business Park (1600 S. Daniel Rd.): 4 lot commercial subdivision. Construction is 85% complete. Subdivision has been taken over by new owners. Working on alternate plan to complete remaining work.

Jazabra Commercial Garage (2126 S. Daniel Rd.): Commercial Lot improvement. Construction is 90% complete.

Ranch Landing Plat B Assisted Living (500 E. 1200 S.): Commercial lot improvement approved 12/06/12. Construction is 20% complete. Road improvements will wait until spring.

Zions Bank (20 N. Main): Commercial building approved 09/13/12. Construction is 80% complete. Working on building improvements.

DEVELOPMENTS UNDER WARRANTY

- *Silver Ridge (500 E.309 S.) (Punchlist) Expires 06/25/11
- *Red Ledges - Ph1B Cabins (2000 E. Ctr) Expires 09/20/12
- *Red Ledges - Ph2 (2500 E. Ctr) Expires 09/20/12
- *Miller (300 S. 100 W.) Expires 06/02/13
- *Nordgran (94 N. 500 E.) Expires 08/22/13
- *Elmbridge (705 N 100 W) (Slurry Seal) Expires 09/20/13
- **Birmingham Commercial (100 S. 801 W.) Expires 12/07/13
- *Rooftop Anchors (800 S. 430 W.) Expires 12/07/13
- Red Ledges - Ph1C (2000 E. Ctr) Expires 01/26/14
- Red Ledges - Ph1D (2000 E. Ctr) Expires 01/26/14
- Red Ledges - Ph1E (Abajo Peak Way) Expires 05/30/14
- Red Ledges - Ph2B (607 N. Haystack Mtn Dr.) Expires 11/02/14
- Majestic Mountain (1040 S. 1200 E.) Expires 07/29/15
- Millstream RV Park (2120 S Highway 40):Expires 11/21/15
- Wasatch Orthodontics (493 S. Main) Expires 09/05/14

*Warranty is extended until outstanding issues are resolved.

**Reduced warranty period to one year.

- Schedule warranty walk through 3 months prior to expiration date.

- Send Bond Claim letter 1 month prior to expiration date.

OTHER HIGHLIGHTS

Training: None