

River Heights City

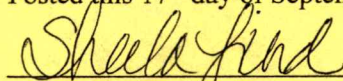
COUNCIL MEETING AGENDA

Tuesday, September 22, 2015

Notice is hereby given that the River Heights City Council will hold its regular council meeting beginning at 6:30 p.m. in the River Heights City Office Building at 520 S 500 E.

- 6:30 p.m. Opening Remarks and Pledge of Allegiance
- 6:35 p.m. Adoption of Previous Minutes and Agenda
Pay Bills
Purchase Requisitions
Finance Director Report
Public Works Report
Administrative Report
Public Comment
- 6:45 p.m. Swearing in of Dustin Erickson as River Heights Appeal Authority
- 6:50 p.m. Pickleball Request for Lines on the Tennis Court
- 6:55 p.m. Hear Presentation from John Cox on Website Bid
- 7:15 p.m. Adoption of a Resolution Canceling the River Heights City General Election on November 3, 2015
- 7:20 p.m. Adoption of a Resolution to Update Fees
- 7:25 p.m. Discuss Curb and Gutter Installation on Stewart Hill Drive
- 7:35 p.m. Discuss Logan Proposed Fire Protection Contract and Wastewater Treatment Contract
- 7:50 p.m. Mayor and Council Reports
- 8:10 p.m. Adjourn

Posted this 17th day of September 2015



Sheila Lind, Recorder

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

River Heights City

River Heights City Council
Minutes of the Meeting
September 8, 2015

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6 Present were: Mayor James Brackner
7 Council members: Doug Clausen
8 Robert "K" Scott
9 Geoff Smith
10 Dixie Wilson
11 Blake Wright
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13 Recorder Sheila Lind
14 Public Works Director Clayton Nelson
15 Finance Director Clifford Grover
16
17 Others Present: Gayle Brackner, Peggy Smith, Roxanne Bilboa, and Lisa
18 Ellis
19
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21 The following motions were made during the meeting:
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23 Motion #1

24 Councilmember Clausen moved to "adopt the minutes of the August 25, 2015 Council
25 Meeting, and the evening's agenda." Councilmember Scott seconded the motion, which passed with
26 Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.
27

28 Motion #2

29 Councilmember Clausen moved to "pay the bills as listed." Councilmember Wright seconded
30 the motion, which passed with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.
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32 Motion #3

33 Councilmember Smith moved to "keep the wastewater and fire protection contracts as is,
34 without any current action. At this point in time there is no advantage to River Heights' residents to
35 change the contracts. The cost savings by not signing the proposed contract is \$594,336."
36 Councilmember Clausen seconded the motion which carried, with Scott, Smith, Wilson and Wright in
37 favor. Clausen opposed.
38

39 *Motion #3 (Mayor's recommended changes)*

40 Councilmember Smith moved to "keep the wastewater and fire protection contracts as is,
41 without any current action. At this point in time there is no advantage to River Heights' residents to
42 change the contracts. The additional cost savings by not signing the proposed wastewater treatment
43 contract is \$594,336 and the cost savings by signing the proposed fire protection contract would be
44 \$161,000. The city residents would pay over \$400,00 more by switching to the new contracts."
45 Councilmember Clausen seconded the motion which carried, with Scott, Smith, Wilson and Wright in
46 favor. Clausen opposed.

47 Motion #4

48 Councilmember Wright moved to “adopt Resolution 6-2015, A Resolution of River Heights
49 City Adopting the 2015 Pre-Disaster Mitigation Plan: Bear River Region.” Councilmember Scott
50 seconded the motion, which carried with Clausen, Scott, Smith, Wilson and Wright in favor. No one
51 opposed.

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54 Proceedings of the Meeting:

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The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in
57 the River Heights City Building on Tuesday, September 8, 2015.

58 Opening Remarks and Pledge of Allegiance: Councilmember Wilson commented that Apple
59 Days turned out very well and was fun for everyone. She heard a lot of good comments. Mayor
60 Brackner led the group in the Pledge of Allegiance.

61 Adoption of Previous Minutes and Agenda: Minutes of the August 25, 2015 Council Meeting,
62 were reviewed.

63 **Councilmember Clausen moved to “adopt the minutes of the August 25, 2015 Council
64 Meeting, and the evening’s agenda.” Councilmember Scott seconded the motion, which passed
65 with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.**

66 Pay Bills: The bills were presented and discussed. Recorder Lind asked if the Foxridge check
67 could be held until Dan Hogan pays the city \$1,016.47 which he owes for various things.
68 Councilmember Clausen suggested writing a letter to Mr. Hogan stating the city will give him his
69 check when he delivers a check for what he owes the city.

70 **Councilmember Clausen moved to “pay the bills as listed.” Councilmember Wright
71 seconded the motion, which passed with Clausen, Scott, Smith, Wilson and Wright in favor. No
72 one opposed.**

73 Finance Director Report: FD Grover reported there is \$1,076,000 in the city’s combined
74 accounts.

75 Purchase Requisitions: PWD Nelson presented a request for street lights in Saddlerock Phase
76 One in the amount of \$3,950 per light (two lights are needed) from Tech Electric. The specs were also
77 sent to Cache Valley Electric but he didn’t hear back from them. Dan Hogan will stand the excavation
78 and installation costs. The city only needs to pay for the lights and poles. Councilmember Clausen
79 would like another bid before the request is approved.

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

- 81 • The 650 South road project was finished up on Friday. The final walk through will be next
82 Monday. He is already aware of a few items that will need to be fixed.
- 83 • The 600 East road project will start on the 17th. Staker Parsons hope to have it done in 40-45
84 days.
- 85 • Dan Hogan is installing curb and gutter in Phase 2 right now. He is scheduled for black top on
86 the 23rd. He continues to ask for the city to sign permits for homes. Mr. Nelson will not sign
87 until the black top is installed. The code states minimal improvements need to be installed.
88 The city engineer has advised the city to wait for completion of Phase 2 improvements before
89 issuing home permits, based on how things played out with Phase 1. Councilmember Wright
90 agreed to this.

- Water samples are done for the year. He had to do lead and copper tests, which are required every three years. River Heights is the only city he's worked for where he's gotten every sample back that he has asked for from the residential testing sites.
- He received a lot of positive Apple Days feedback. He suggested having activities for the older kids to do next year.
- Conservice construction is moving along. They plan to have their black top in this year
- He has contacted Leak Detection to come check for infiltration. We are on their schedule.
- Engineer Rasmussen is working on the city's costs for the pickleball courts in Saddlerock. Dan Hogan and the contractors will pay for all the above ground costs, while the city will cover the underground water tank. It will be maintained by the developer for one year, at which time the city will take it over.

Administrative Report: Recorder Lind informed there were no write-in candidates that filed for the upcoming election, therefore, there will be a resolution to cancel this year's election on the next agenda. She also reminded that newsletter items are due in one week for the October Newsletter. The next one to go out will be in January.

Public Comment: Peggy Smith expressed appreciation for the enthusiasm on their pickleball court request. They have tried the recently installed court on the black top and decided it won't work for them. The ball doesn't bounce right and the east/west facing court doesn't work out well. They are currently using cones on the tennis courts when they play and hope this is okay with the city. The Saddlerock courts sound great for the residents in that subdivision. Their original request still stands, which is to have pickleball lines painted on one of the tennis courts. Councilmember Wilson said 'no' because there are a lot of tennis players that use the courts. Councilmember Smith said pickleball lines wouldn't ruin the ability to play tennis on the court. PWD Nelson feels the extra lines will discourage tennis players. Ms. Smith suggested they go look at a court with lines for both. The pickleball lines are not the same color and they are dull in color, as to not detract from tennis lines. Councilmember Wilson suggested the ladies get on another agenda so they could spend more time talking about it. Before that time, the Council will go look at other courts that have both lines.

Lisa Ellis reported on the Apple Days Tennis Tournament. There were 78 people that signed up and played, twenty one were actual River Heights residents. She is grateful they don't charge a tournament fee. She turned in her receipts.

Discuss Logan Proposed Fire Protection Contract and Wastewater Treatment Contract: Mayor Brackner handed out a new fire protection analysis, which he reviewed. He doesn't feel a 3% annual increase is fair. The actual inflation rate over the past four years has been 1.5%. The contract amount has more than doubled over the last eight years. He asked for council opinion. Councilmember Clausen feels Mayor Brackner should go back and let Logan know we are willing to pay the actual inflation rate. Councilmember Wright asked how much money the city would save by staying with our current wastewater contract and going with Logan's proposed fire protection contract. Mayor Brackner stated it would cost the city almost \$600,000 (over the course of 10 years) to break the current wastewater contract. By renegotiating the fire contract it would save River Heights about \$200,000. The difference being, a loss of \$400,000 to River Heights.

Councilmember Clausen said Logan has threatened not to renew River Heights' contract in 8 years, which may involve a legal fight. If River Heights decides to join with the other cities and negotiate a new contract with Logan, the other cities may not let us on the board. He is afraid of what our rates will be in 8 years.

Councilmember Scott wonders what the benefit would be for River Heights to be on the board. Councilmember Clausen said River Heights would have a .8% vote on the board. It we weren't on the

137 board we would have no say at all. Some wondered what the point was of being on the board. Mayor
138 Brackner said if River Heights isn't on the board, we will have to negotiate a new contract in 10 years.

139 Councilmember Wright feels there is no point in Mayor Brackner going back to renegotiate a
140 fire contract if we don't plan on breaking our current wastewater contract. Mayor Brackner suggested
141 telling Logan, no thank you to getting out of our current wastewater contract and leave the fire
142 protection contract as is. The Council felt good about this. Mayor Brackner reminded that River
143 Heights will have a sewer rate increase, but it won't go above what the contract allows. The fire
144 protection contract will come due again in two years.

145 Councilmember Wilson suggested they don't respond to Logan at all, if they aren't planning on
146 changing anything. Mayor Brackner said he has an obligation to get back with Mayor Petersen.

147 Councilmember Wright asked when the latest date is that we can get on the board. He was told Mayor
148 Peterson wants the appointments for the board by October.

149 PWD Nelson asked if the mayors of the other cities have been asked what they might do if they
150 were in River Heights' situation. Mayor Brackner said he hasn't asked them. Councilmember Wright
151 wondered if Logan would react if River Heights delayed.

152 **Councilmember Smith moved to "keep the wastewater and fire protection contracts as is,
153 without any current action. At this point in time there is no advantage to River Heights'
154 residents to change the contracts. The cost savings by not signing the proposed contract is
155 \$594,336." Councilmember Clausen seconded the motion which carried, with Scott, Smith,
156 Wilson and Wright in favor. Clausen opposed.**

157 Mayor Brackner doesn't expect this to be on the agenda again unless Logan City makes another
158 offer.

159 Discuss Excavation Permit Application: PWD Nelson said each city should have an excavation
160 permit before anyone cuts into the road. It also provides a document for future reference on who has
161 done work on the roads. The council agreed to approve the form. Because there is a fee involved, it
162 will be adopted by resolution at the next meeting.

163 Adoption of a Resolution of River Heights City Adopting the 2015 Pre-Disaster Mitigation
164 Plan: Bear River Region: Mayor Brackner asked for a motion or recommendation.

165 Councilmember Wilson asked what the legal ramification might be on the city by adopting this.
166 Councilmember Scott explained, it means the city will do their best to prevent risks to the citizens,
167 which they are already doing. Mayor Brackner stated this will need to be adopted if the city would
168 want future help from FEMA in an emergency. The two main hazards they can see in River Heights'
169 future is radon gas or an earthquake.

170 **Councilmember Wright moved to "adopt Resolution 6-2015, A Resolution of River
171 Heights City Adopting the 2015 Pre-Disaster Mitigation Plan: Bear River Region."**

172 **Councilmember Scott seconded the motion, which carried with Clausen, Scott, Smith, Wilson
173 and Wright in favor. No one opposed.**

174 Mayor and Council Reports: Councilmember Smith thanked everyone for their help during
175 Apple Days. Suzanne Karren did a great job as chairman. Next year he will promote having the
176 scouts put the neighborhood flags out on Apple Days. Mayor Brackner suggested the Youth Council
177 could be in charge of youth games next year.

178 Mayor Brackner handed a disk to Councilmember Scott which contained emergency
179 information.

180 Councilmember Clausen reported he has not heard back from Rocky Mountain Power on the
181 street lights. He'll start bugging them. He has talked to Engineer Rasmussen about helping figure out
182 what the city should charge commercial development for water and sewer use fees.

183 Councilmember Wilson has talked to Michael Ballam about the Old Church. She informed
184 him that the Utah Festival Opera needs to present a proposal on their plan for the building upkeep. He
185 was fine with this. They are getting a bid.

186 Councilmember Wright gave an update on the Johnson's land north of the city's Stewart Hill
187 property. Johnson's has been sold to another company, however they have kept part of their property
188 (the part that abuts River Heights) for a future development. Mr. Wright and Attorney Jenkins met
189 with Dick Sackett (Johnson's owner) last week. Mr. Sackett is agreeable to straightening out the line
190 between the two cities, but he isn't willing to discuss River Heights acquiring more of their property
191 until they have a design for their development, which will take some time. Mr. Wright suggested
192 holding off on the General Plan modifications or going ahead with them and then redoing it later.

193 Councilmember Wright also informed that he will move on to the process of straightening out
194 the property lines of the south side of lower 700 South. The north side was done a few years ago when
195 the development went in. He figures the city can measure 50 feet from the north boundary to
196 determine where the south boundary should be. It will be a matter of getting the property owners to
197 agree. Engineer Rasmussen will work with him. PWD Nelson offered to help, as well.

198 Mayor Brackner asked if the 800 South right-of-way has been transferred from Wasatch
199 Properties to River Heights yet. Councilmember Wright will check on it. The piece of 800 South that
200 Nyman was going to purchase has been taken care of; recorded and paid for.

201 Mayor Brackner has heard from Reed and Marilyn Mickelson. They have asked for the city to
202 install a curb and gutter on the lower north side of Stewart Hill Drive going up the hill. They feel it
203 would help control the storm water and prevent the hill from sluffing off. Engineer Rasmussen
204 checked into it and got a bid from Staker Parsons in the amount of \$8,000 for installation. PWD
205 Nelson informed there is a drain up on Temple View Drive which brings the storm water through a
206 pipe half way down the hill. Earlier this year they extended the pipe, which will help prevent the rocks
207 on the hill from washing down. He said curb and gutter won't stop the hill sluffing, but it would take
208 the road water into the gutter. Councilmember Wilson would like a chance to look at it before a
209 decision is made. Mayor Brackner said that Mr. Mickelson inferred he would be willing to contribute
210 to the project. PWD Nelson will get two additional bids for the project.

211 Mayor Brackner informed that Bob Atwood, the River Heights Appeal Authority, had surgery
212 today and feels he cannot continue in his position with the city. Seth Tate is willing to replace him.
213 He is a new resident of River Heights and works for Olsen and Hogan. The city will have to pay him
214 for his services. The Council was in agreement. Bob Kraus is scheduled to meet with the appeal
215 authority on Sep 23 in regards to the addition he wants for his home. Councilmember Wright
216 explained his request, which violates city code. Since it was rejected, Mr. Kraus has made application
217 for a variance.

218 Mayor Brackner informed Councilmember Smith that Smithfield was awarded \$28,000
219 because they held a day of service, in which a certain number of people volunteered. He gave the
220 information to Mr. Smith.

221 Mayor Brackner handed out a certificate for the council members to sign for Commissioner
222 Seeholzer since she has resigned from the Planning Commission. Councilmember Wright will get
223 with Commissioner Malmstrom and come up with some recommendations for her replacement.

224 The meeting adjourned at 8:30 p.m.

225 _____
226 Sheila Lind, Recorder

227 _____
228 James Brackner, Mayor



River Heights City

This is a bid for River Heights City for web design work, hosting and maintenance. We have broken it down into sections so that prices and work can be selected a la carte.

Web Design - The website is currently built on Wordpress which is a great platform and can be set up for users to have access to different portions to make changes. The software is currently up to date but there are many improvements that can be made. Here are my suggestions:

- We suggest that the website be recreated to be mobile friendly. It does not currently have a responsive or mobile design. More than half the users are now on mobile devices.
- If the city is moved to Gmail we will integrate Google Calendar to display to the website.
- The agendas, minutes and audio would be broken down into tabs by year for easy lookup and growth.
- Contact info by page. Makes it easy to know who to call.
- Blog style layout to be easy to post to and see latest post.
- Integrate website with social media so posts on website upload to social media platforms automatically.
- Move all current content over and format it to fit new layout.
- Beautiful design that showcases the city and looks modern. It will be easy to change the look and feel later.
- A training session for those involved and how to use the site.

COST - \$3600

Begins with ½ down to start and the ½ after site goes live. Going live with the site will be considered the end of the contract. Any work done after that will be hourly or under a new agreement.

If rebuilding the website the first year of hosting is free. It will be \$360/year after that.

Hosting - Hosting includes the normal hosting account as well as Wordpress updates and upkeep. We will register and maintain the domain name, back up the website monthly or on major changes and restore the website if it ever goes down. We like to just take care of all the technical stuff so you don't have to worry about it. We will initially move over your website and domain name to our system as part of this same price.

COST - \$360/year

Pictures - We will travel around the city and take professional photos of the highlights of the city. Some of those highlights include major businesses, schools, parks, streets, neighborhoods and places that make River Heights unique. These photos can then be used on the website, brochures, economic development ventures, etc. They will be yours to use and I highly recommend having good pictures taken. 1 day of shooting and editing.

COST - \$400

Google Apps setup (Gmail) - We do not host email ourselves but can set you up on Google Apps as we talked about. This includes a \$5/month/user or a \$50/year/user fee from Google. We talked about setting up 10 users total. We suggest this be setup to charge a city credit card for ongoing billing. We suggest that Sheila be set up as an Admin user and then she can add the rest of the users. This will teach her how it is done so that she can administer users in the future. This will help reduce costs. Of course we will be available if you have any issues in the future. So my fee would be based on initial setup and several hours of training for those involved on Gmail, calendars, Drive, etc.

COST - \$200 (remember the fee from Google as well)

Hourly Rate - I prefer to set things up so that your staff can maintain and update most things. We will be there when you need help and can do that as needed, at an hourly rate. This is currently **\$70/hour**. This may go up in the future but I don't anticipate that anytime in the near future.

Resolution No. 7-2015
A RESOLUTION TO UPDATE FEES

BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF RIVER HEIGHTS, UTAH THAT: The revised fee schedule is hereby adopted and shall be in effect as of September 22, 2015.

ZONING CLEARANCE PERMIT

FENCE	\$35.00
DECK	50.00
COVERING (deck/patio/porch)	35.00
SHED: Fee per building	
Under 50 square feet no ZCP required	N/C
Up to 110 square feet	35.00
Up to 150 square feet	75.00
Over 150 square feet	100.00
GARAGE (Building used to store vehicles)	130.00
CARPORTS (temporary and permanent)	50.00
ADDITION TO HOUSE	150.00
HOUSE	200.00
COMMERCIAL BUILDING	200.00
SIGNS (FLAT, SUBDIVISION, WALL, ETC)	35.00
SOLAR PANELS	35.00

FLAG LOT 150.00

MINOR SUBDIVISION

Sketch Plan	200.00
Final Plat	400.00

SUBDIVISION/PUD

Sketch Plan (all Developments)	200.00
Preliminary Plat (Ten lots and under)	1,500.00
Final Plat	500.00
Preliminary Plat (Eleven lots and over)	3,000.00
Final Plat	800.00

COMMERCIAL DEVELOPMENT

Preliminary Layout and Design Review	200.00
Final Layout Submittal	400.00

PETITION FOR ANNEXATION 850.00 plus costs

PETITION FOR ZONE CHANGE 300.00 plus costs

PETITION FOR BOUNDARY CHANGE 150.00 plus costs

APPLICATION TO APPEALS AUTHORITY 150.00 plus costs

EXCAVATION PERMIT 650.00 (600 is refundable)

WATER HOOK-UP 1,500.00

SEWER HOOK-UP	
Improved	1,200.00
Unimproved	1,700.00
STORMWATER	100.00
UTILITY FEES	
Late fee	1.5%/mo (18% annual)
Shut Off Notice Delivery	20.00
Reconnect Water (1 st time)	25.00
Reconnect Water (after 1 st time)	50.00
BUSINESS LICENSE FEES	
Commercial (less than 10,000 sqft)	150.00
Commercial (10,000 sqft or more)	250.00
Home Occupation	50.00
Renew	40.00
Home Occupation (fire inspection required)	80.00
Renew	60.00
Late fee (after January 31)	30.00
DOG FEES	
License	
Spayed/Neutered	10.00
Otherwise	20.00
Late	10.00
Kennel License	25.00
Impound	10.00
RENTALS	
City Building (residents only) – first 5 hours	100.00
Additional hours	25.00/hr
Pavilion – resident	50.00
Pavilion – non-resident	100.00
Deposit	100.00

UPDATED AND PASSED BY THE RIVER HEIGHTS MUNICIPAL COUNCIL, STATE OF UTAH, THIS 22nd day of September, 2015.

James Brackner, Mayor

ATTEST:

Sheila Lind, Recorder

RESOLUTION 8-2015

A RESOLUTION CANCELING THE RIVER HEIGHTS CITY GENERAL ELECTION ON
NOVEMBER 3, 2015

WHEREAS, River Heights City scheduled a General Election on November 3, 2015 to elect three (3) councilmembers; and

WHEREAS, there are three (3) candidates for the three open positions on the River Heights Council; and

WHEREAS, Section 20A-1-206, Utah Code Annotated, 1953 as amended (UCA), specifically provides, in pertinent part, that a municipal legislative body may cancel a local election if the number of municipal officer candidates, including any eligible write-in candidates, for the at-large municipal offices does not exceed the number of open at-large municipal offices for which the candidates have filed; and

WHEREAS, also according to said Section 20A-1-206(c), UCA, the municipal legislative body that cancels a local election must pass, no later than 20 days before the day of the scheduled election, a resolution that cancels the election and certifies that: each municipal officer candidate is unopposed or the number of candidates does not exceed the number of open at-large municipal offices.

NOW, THEREFORE, be it hereby resolved as follows:

1. That three (3) persons have filed as candidates for the position of River Heights City councilmember
2. That there are three (3) open positions on the River Heights City Council for the term beginning January 1, 2016.
3. That the municipal officer candidates for the position of River Heights City councilmembers does not exceed the number of open at-large positions on the River Heights City Council.
4. That the River Heights City General Election scheduled on November 3, 2015, be and hereby is cancelled.
5. The City Recorder is hereby authorized and directed to publish the cancelled General Election on the Utah State Website, the City's public website and twice in the Herald Journal, a newspaper of general circulation, before the date of the scheduled election.

PASSED AND ADOPTED by the River Heights City Council this 22nd day of September, 2015.

James Brackner, Mayor

ATTEST

Sheila Lind, Recorder