

# River Heights City

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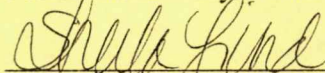
## COUNCIL MEETING AGENDA

**Tuesday, June 28, 2016**

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  
Finance Director Report  
Purchase Requisitions  
Public Works Report  
Administrative Report  
Public Comment
- 6:45 p.m.      Public Hearing to Discuss and Adopt an Ordinance to Enact a Moratorium on the  
Acceptance of Development Applications
- 7:00 p.m.      Mayor and Council Reports
- 7:15 p.m.      Adjourn

Posted this 23<sup>rd</sup> day of June 2016

  
\_\_\_\_\_  
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

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## Council Meeting

June 28, 2016

Present were: Mayor James Brackner  
Council members: Doug Clausen  
Geoff Smith  
Dixie Wilson  
Blake Wright  
Recorder Sheila Lind  
Public Works Director Clayton Nelson  
Finance Director Clifford Grover  
Treasurer Wendy Wilker

Excused Councilmember Robert "K" Scott

Others Present: Gayle Brackner, Cindy Schaub, Britney Cacsio

The following motions were made during the meeting:

### Motion #1

Councilmember Clausen moved to "adopt the minutes of the June 28, 2016 Council Meeting, and the evening's agenda." Councilmember Smith seconded the motion, which passed with Clausen, Smith, Wilson and Wright in favor. No one opposed. Scott was absent.

### Motion #2

Councilmember Clausen moved to "pay the bills as listed, less the late fee to Logan City, in the amount of \$295.62 and including a bill to Staker Parsons in the amount of \$2,570.50, once the engineer gives his approval." Councilmember Wright seconded the motion, which passed with Clausen, Smith, Wilson and Wright in favor. No one opposed. Scott was absent.

### Motion #3

Councilmember Wright moved to "adopt Ordinance #2-2016, An Ordinance to Enact a Moratorium on the Acceptance of Development Applications." Councilmember Wilson seconded the motion, which carried with Clausen, Smith, Wilson and Wright in favor. No one opposed. Scott was absent.

## Proceedings of the Meeting:

The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the River Heights City Building on Tuesday, June 28, 2016.

47 Opening Remarks and Pledge of Allegiance: Councilmember Wilson opened the meeting with  
48 comments and a prayer. Councilmember Smith led the group in the Pledge of Allegiance.

49 Adoption of Previous Minutes and Agenda: Minutes of the June 14, 2016 Council Meetings,  
50 were reviewed.

51 **Councilmember Clausen moved to “adopt the minutes of the June 28, 2016 Council**  
52 **Meeting, and the evening’s agenda.” Councilmember Smith seconded the motion, which passed**  
53 **with Clausen, Smith, Wilson and Wright in favor. No one opposed. Scott was absent.**

54 Pay Bills: The bills were presented and discussed. Treasurer Wilker stated the utility  
55 overpayment to Katie Rowley will be allocated differently than shown on the list. She also explained a  
56 late fee charged by Logan City, due to their billing cycle and how the meeting fell in the month. She  
57 and FD Grover called them to ask if they would consider waiving the \$295.62 fee. The Logan City  
58 employee said they only allow a one-time late fee waiver, which River Heights used last year. He  
59 suggested the city consider having the bills emailed, which would speed up the process. He is going to  
60 discuss the late fee with his supervisor and get back to them. Councilmember Clausen suggested not  
61 paying the late portion and having Mayor Brackner call Logan City Mayor Peterson. Mr. Grover  
62 would like to have the gentleman they worked with discuss it with his supervisor first, as well as the  
63 possibility of electronic billing.

64 Treasurer Wilker reminded she was asked to hold the Parson Staker bill (retainer for the 650  
65 South Road Project) back in April. She asked if she could pay it yet. PWD Nelson said the city hasn’t  
66 accepted the work at this point. He will get with Engineer Dursteler for his approval. The amount of  
67 the bill is \$2,570.50 (invoice #163162). Mayor Brackner asked the Council if they would approve the  
68 bill, contingent on the engineer’s approval, rather than hold off until the next meeting. The Council  
69 agreed. PWD Nelson informed there are items that need to be fixed, which may take them longer than  
70 2 weeks to come back and fix it.

71 **Councilmember Clausen moved to “pay the bills as listed, less the late fee to Logan City,**  
72 **in the amount of \$295.62 and including a bill to Staker Parsons in the amount of \$2,570.50, once**  
73 **the engineer gives his approval.” Councilmember Wright seconded the motion, which passed**  
74 **with Clausen, Smith, Wilson and Wright in favor. No one opposed. Scott was absent.**

75 Finance Director Report: FD Grover reviewed the Cash Balance Report. He asked if he could  
76 transfer \$21,620.41 from the general fund to the capital projects fund, to zero it out before the budget  
77 year ends. The Council agreed. Mr. Grover suspects there will be a few more unexpected  
78 expenditures that come in before fiscal year end.

79 Mayor Brackner reported on the state sales tax situation. The city won’t be receiving as much  
80 in the coming year as anticipated, but, it will still be more than was budgeted.

81 Purchase Requisition: PWD Nelson asked for permission to purchase a sewer inspection  
82 camera, in the amount of \$32,350. It will be paid through sewer impact fee money, which needs to be  
83 spent. He tried to find one that can be carried on jobs and wouldn’t need a trailer. It’s the least  
84 expensive one he found, but he feels it will serve the city’s purpose. FD Grover asked for  
85 documentation of other bids. Mr. Nelson will staple them to the purchase request. He informed, the  
86 city is required to have the sewer lines cameraed every 5 years, which usually costs around \$32,000.

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

- 88 • The sewer lines have been being cleaned over the last couple days. After the city has their  
89 camera, they can follow along to document the lines. They plan to schedule to camera the lines  
90 more often than every 5 years. During the cleaning process this year they have found more  
91 infiltration than prior years. He feels this is because they are inspecting in June, rather than the  
92 spring. Councilmember Clausen asked if these situations can be fixed by the city or will it need

93 to be hired out. PWD Nelson responded that they wait until there are few leaks before they call  
94 someone to fix them.

- 95 • Street sealing will be done the rest of this week.
- 96 • After the sealing projects are finished they will start to repair 600 South (the east end). The  
97 broken asphalt will be cut out and another 6 feet will be added, to widen the street in this area.

98 Administrative Report: Recorder Lind didn't have anything.

99 Public Comment: There was none.

100 Public Hearing to Discuss and Adopt an Ordinance to Enact a Moratorium on the Acceptance  
101 of Development Applications: Councilmember Wright reminded that Engineer Rasmussen  
102 recommended a moratorium be put in place while they finish up the impact fee analysis. This will  
103 only affect zoning clearance permits within new developments.

104 **Councilmember Wright moved to "adopt Ordinance #2-2016, An Ordinance to Enact a**  
105 **Moratorium on the Acceptance of Development Applications." Councilmember Wilson**  
106 **seconded the motion, which carried with Clausen, Smith, Wilson and Wright in favor. No one**  
107 **opposed. Scott was absent.**

108 Mayor and Council Reports: Mayor Brackner reported that letters were sent to property owners  
109 on 700 South between 100 East and 300 East, to notify them of the city's desire to clean up the  
110 property lines along the road. The letter stated the road will be marked and surveyed and then the city  
111 will meet with property owners to discuss the matter. Councilmember Wilson received a letter and  
112 expressed appreciation for the heads up.

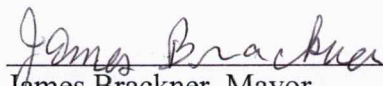
113 Councilmember Smith informed there will be a soap box derby in conjunction with Apple Days  
114 this year.

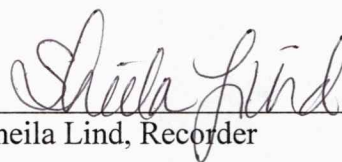
115 Councilmember Wilson thanked PWD Nelson for his help with t-ball. Today is their last game.

116 Councilmember Wright reminded he had asked Council direction on how to respond to Logan  
117 City's question regarding the setback on the Wasatch Properties Development, which abuts a River  
118 Heights street. Based on the Council's response, he told Logan City Planning Department the River  
119 Heights setback for this use would be 30 feet and hoped they would consider this. He has heard from  
120 Wasatch Properties that Logan's planning commission discussed it and approved 10 feet, since that is  
121 what their code allows. Mr. Wright informed that they ARE granting the right-of-way that River  
122 Heights requested for 500 South.

123 Councilmember Clausen reminded that he informed Rocky Mountain Power that River Heights  
124 might be interested in buying the city street poles if the cost was around \$42,000 (which would be the  
125 four-year payback). He is waiting for a response.

126 The meeting adjourned at 7:15 p.m.

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132 James Brackner, Mayor

  
Sheila Lind, Recorder

River Heights City Bills To Be Paid

June 28, 2016

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Cindy Schaub	Planning Commission		\$36.00							\$36.00
2	City of Logan	Cache Water Fair (4th Graders)						\$747.74			\$747.74
3	City of Logan	Sewer Pretreatment, Garbage, 911	\$10,701.20			\$1,863.00				\$7,436.81	\$20,001.01
4	Comcast	Internet	\$21.97						\$21.96	\$21.96	\$65.89
5	Danny Petersen	Planning Commission		\$24.00							\$24.00
6	Jake Zollinger	Planning Commission		\$24.00							\$24.00
7	LeGrand Johnson	Manhole Repairs								\$86.92	\$86.92
8	Logan City	Water Consumption							\$358.06		\$358.06
9	Mark Malmstrom	Planning Commission		\$36.00							\$36.00
10	Nina Knowles	Planning Commission		\$36.00							\$36.00
11	Questar	Gas	\$16.03		\$10.64			\$3.54	\$26.84	\$3.54	\$60.59
12	Robertson Mfg.	Materials for raising man hole lids								\$359.00	\$359.00
13	Rowley, Katie	Utility Overpayment							\$226.32		\$226.32
14	Sprinkler Supply Co., Inc.	Hillside Park Sprinkler Repairs			\$107.66						\$107.66
15	Thomas Petroleum	Fuel for Vehicles			\$63.19			\$63.19	\$63.20	\$63.20	\$252.78
16	Utah Local Government Trust	Property Endorsement, Work Comp, Annu	\$1,236.20		\$1,648.26			\$1,565.84	\$404.90	\$263.61	\$5,118.81
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<b>Page 1 SubTotals</b>			<b>\$11,975.40</b>	<b>\$156.00</b>	<b>\$1,829.75</b>	<b>\$1,863.00</b>		<b>\$2,380.31</b>	<b>\$1,101.28</b>	<b>\$8,235.04</b>	<b>\$27,540.78</b>

Page 1 Total Amount to be Paid \$27,540.78

River Heights City  
Financial Summary  
May 10, 2016

6/28/16

	Cash Balance		Net Change	% of Total
	05/31/16	06/28/16		
<b>Cash Balance By Fund</b>				
General Fund	307,268.48	300,498.35	(6,770.13)	24.44%
Capital Projects Fund	(21,464.16)	(21,620.41)	(156.25)	-1.76%
Water Fund	74,873.20	99,598.91	24,725.71	8.10%
Sewer Fund	839,927.25	851,025.65	11,098.40	69.22%
<b>Total Cash Balance</b>	<b><u>1,200,604.77</u></b>	<b><u>1,229,502.50</u></b>	<b><u>28,897.73</u></b>	100.00%

**Budget Summary**

	YTD Actual	Annual Budget	Unexpended Budget	% Of Budget Incurred	% Of Time Incurred
<b>General Fund</b>					
Revenue	669,562.04	631,681.00	(37,881.04)	106.00%	99.73%
Expenditures Administrative	118,014.39	147,050.00	29,035.61	80.25%	99.73%
Office	12,246.83	13,185.00	938.17	92.88%	99.73%
Community Affairs	11,627.06	17,600.00	5,972.94	66.06%	99.73%
Planning & Zoning	6,939.30	10,200.00	3,260.70	68.03%	99.73%
Public Safety	94,127.06	96,700.00	2,572.94	97.34%	99.73%
Roads	76,075.15	89,900.00	13,824.85	84.62%	99.73%
Parks & Recreation	50,989.48	61,650.00	10,660.52	82.71%	99.73%
Sanitation	116,049.98	120,000.00	3,950.02	96.71%	99.73%
Transfer To CP Fund	50,000.00	-	(50,000.00)		99.73%
Total Expenditures	<u>536,069.25</u>	<u>556,285.00</u>	<u>20,215.75</u>	96.37%	99.73%
<b>Net Revenue Over Expenditures</b>	<b><u>133,492.79</u></b>	<b><u>75,396.00</u></b>	<b><u>(58,096.79)</u></b>		
<b>Capital Projects Fund</b>					
Revenue	50,114.38	200.00	(49,914.38)		99.73%
Expenditures Administrative	6,686.69	8,050.00	1,363.31		99.73%
Roads	396,822.77	457,672.00	60,849.23		99.73%
Parks & Recreation	7,616.75	-	(7,616.75)		99.73%
Total Expenditures	<u>411,126.21</u>	<u>465,722.00</u>	<u>54,595.79</u>		99.73%
<b>Net Revenue Over Expenditures</b>	<b><u>(361,011.83)</u></b>	<b><u>(465,522.00)</u></b>	<b><u>(104,510.17)</u></b>		
<b>Water Fund</b>					
Revenue	384,754.55	344,250.00	(40,504.55)	111.77%	99.73%
Expenditures	<u>201,800.33</u>	<u>302,175.00</u>	<u>100,374.67</u>	66.78%	99.73%
<b>Net Revenue Over Expenditures</b>	<b><u>182,954.22</u></b>	<b><u>42,075.00</u></b>	<b><u>(140,879.22)</u></b>		
<b>Sewer Fund</b>					
Revenue	218,060.77	199,300.00	(18,760.77)	109.41%	99.73%
Expenditures	<u>144,003.53</u>	<u>191,575.00</u>	<u>47,571.47</u>	75.17%	99.73%
<b>Net Revenue Over Expenditures</b>	<b><u>74,057.24</u></b>	<b><u>7,725.00</u></b>	<b><u>(66,332.24)</u></b>		

ORDINANCE 2-2016

AN ORDINANCE TO ENACT A MORATORIUM ON THE ACCEPTANCE OF DEVELOPMENT APPLICATIONS

WHEREAS, RIVER HEIGHTS City ("City") is a municipal corporation duly organized and existing under the laws of Utah; and,

WHEREAS, the City finds that UC §10-9a-101 et. seq. and related sections provide that the City Council may enact zoning ordinances establishing regulations for land use and development within the City; and,

WHEREAS, the City finds that the continued receipt of applications for development plans, or approval of, such is not in the best interest of the City nor its residents and would be harmful to the public interest until the City's impact fees can be more fully assessed and the impact fee schedule reviewed and amended if and as necessary; and,

WHEREAS the City finds that a certain amount of time will be required to complete the impact fee analysis and amendment of the impact fee schedule; and,

WHEREAS the City finds that UC §10-9a-504 provides, in part, that the City Council may, without prior consideration of or recommendation from the planning commission, enact an ordinance establishing a temporary land use regulation ("moratorium") for any part or all of the area within the municipality; and,

WHEREAS the City finds that there is an urgency to this matter and that such a moratorium should be effective immediately; and,

WHEREAS the City finds that adequate public notice should be given before adopting or undertaking the steps to correct the impact fee schedule cited; and,

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health and welfare requires that the procedures and policies related to management of planning, zoning and development administration be fully evaluated as contemplated; now,

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF RIVER HEIGHTS CITY, UTAH

1. There is imposed an immediate moratorium on the receipt and processing of applications for developments;

2. This moratorium shall last one hundred and twenty (120) days from June 28, 2016, or until the analysis and policy decisions have been completed, whichever is earlier;
3. This moratorium may be lifted prior to 120 days upon a joint finding by the City Council, that it would be in the best interest of the City so to do.

All orders, ordinances and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts, which conflict with this Ordinance, are, for such conflict, repealed, except this repeal shall not be construed to revive any act, order or resolution, or part, repealed.

The body and substance of any and all prior Ordinances and Resolutions, with their specific provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

If any provision of this Ordinance shall be held or deemed or shall be invalid, inoperative or unenforceable such reason shall not have the effect of rendering any other provision or provisions invalid, inoperative or unenforceable to any extent whatever, this Ordinance being deemed the separate independent and severable act of the City Council of River Heights City.

This Ordinance shall be effective on the 28 day of June, 2016, and after publication or posting as required by law.

RIVER HEIGHTS CITY

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James Brackner, Mayor

ATTEST

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Sheila Lind, Recorder