

River Heights City

COUNCIL MEETING AGENDA

Tuesday, November 26, 2019

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.

Opening Remarks (Clausen) and Pledge of Allegiance (Thatcher)

Adoption of Previous Minutes and Agenda

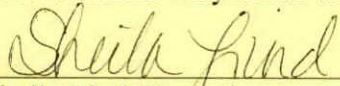
Reports and Approval of Payments (Mayor, Council, Staff)

Public Comment

~~Eagle Project Presentation by Gabe Rasmussen~~

Adjourn

Posted this 21st day of November 2019



Sheila Lind, Recorder

Attachments for this meeting and drafts of previous meeting minutes can be found on the State's Public Notice Website (pmn.utah.gov).

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

Council Meeting

November 26, 2019

Present: Mayor Todd Rasmussen
Council members: Doug Clausen
Robert "K" Scott
Elaine Thatcher
Dixie Wilson
Recorder Sheila Lind
Public Works Director Clayton Nelson
Finance Director Cliff Grover
Treasurer Wendy Wilker

Excused: Councilmembers: Blake Wright

Others Present: Heather Lehnig, Cindy Schaub

The following motions were made during the meeting:

Motion #1

Councilmember Clausen moved to "adopt the minutes of the council meeting of November 12, 2019 and the evening's revised agenda." Councilmember Wilson seconded the motion, which passed with Clausen, and Thatcher in favor. Scott opposed. Wright was absent.

Motion #2

Councilmember Clausen moved to "pay the bills as listed." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Thatcher and Wilson in favor. No one opposed. Wright 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, November 26, 2019 for their regular council meeting.

Opening Remarks and Pledge of Allegiance: Councilmember Clausen opened the meeting with a thought and Councilmember Thatcher led the group in the Pledge of Allegiance.

Adoption of Previous Minutes and Agenda: Minutes for the November 12, 2019 meeting were reviewed. Mayor Rasmussen stated Gabe Rasmussen would not be attending the evening's meeting.

Councilmember Clausen moved to "adopt the minutes of the council meeting of November 12, 2019 and the evening's revised agenda." Councilmember Wilson seconded the motion, which passed with Clausen, and Thatcher in favor. Scott opposed. Wright was absent.

50 Reports and Approval of Payments (Mayor, Council, Staff):

51 Public Works Director Nelson

- 52 • He was grateful for the new plow yesterday during the storm because the old plow broke down.
- 53 • He is working on a list of items Dan Hogan owes the city for in regards to the sidewalk on 1000
- 54 East and signs for the Saddlerock Subdivision. After he clarifies the prices he will give the
- 55 information to Recorder Lind who will send Mr. Hogan a bill.
- 56 • Mayor Rasmussen stated that Dan Hogan has received a letter from the city, informing him he
- 57 needs to get a bond in place and finish up the punch list on the Saddlerock Subdivision,
- 58 otherwise, the matter will be referred to the city's legal counsel for further action.

59
60 Finance Director Grover

- 61 • He discussed the RHC Fund Cash Balance Analysis.
- 62 • Councilmember Wilson asked for detail on the parks budget. Mr. Grover will email the
- 63 information to her.
- 64 • Councilmember Clausen discussed the money needed for a shop. Mr. Grover informed that it
- 65 can be taken out of the impact fee money (about \$100,000).
- 66 • He discussed the Financial Summary Report.
- 67 • Councilmember Clausen suggested a sewer inspection in June or July, after the irrigation water
- 68 has been turned in so they can find where there may be infiltration. PWD Nelson will work on
- 69 finding a cost estimate so they can add it to the capital projects list next year.
- 70 • He discussed the Impact Fee Schedule/Revenues on Hand. It's broken out by year to show
- 71 when the fees expire (need to be used). They should be spent within 6 years.

72
73 Treasurer Wilker

- 74 • She presented and answered questions regarding the list of bills to be paid.
- 75 • Councilmember Wilson asked about the Incredible Concrete bill for concrete on the tennis
- 76 court sidewalks. She wondered if this was included in the bid. PWD Nelson reminded that the
- 77 bid was for labor only because the city can get concrete cheaper than a contractor. She felt
- 78 frustrated that she didn't know about this ahead of time. Mr. Nelson reminded that he informed
- 79 when the bid came in that it didn't include concrete. He assured the bill was fair. Treasurer
- 80 Wilker pointed out the bill came late and verified it hadn't already been paid. Ms. Wilson
- 81 wasn't sure there was enough in the parks budget to pay for it. FD Grover said it will be
- 82 expensed in the Repairs and Maintenance Budget.
- 83 • Councilmember Clausen asked FD Grover if he would outline all the ways the city gets
- 84 revenue and how much. He would like to know the breakdown of where the sales tax comes
- 85 from. Mr. Grover clarified that they don't get that detail when the money transfers to the city.

86
87 **Councilmember Clausen moved to "pay the bills as listed." Councilmember Scott**
88 **seconded the motion, which passed with Clausen, Scott, Thatcher and Wilson in favor. No one**
89 **opposed. Wright was absent.**

90
91 Councilmember Thatcher

- 92 • She reminded of the Tree Lighting this Monday at 6:00pm. Mayor Rasmussen asked if a path
- 93 could be cleared from the tree to the pavilion so people don't have to trudge through the snow.
- 94 Mr. Nelson said they will work on that.

95
96 Councilmember Scott

- 97 • Recommended (jokingly) not plowing 400 South this winter so it would get a bunch of ruts and
- 98 then when it melts, the road will feel smooth.

100 Councilmember Clausen didn't have anything.

102 Councilmember Wilson didn't have anything.

103

104 Councilmember Wright was absent.

105

106 Recorder Lind didn't have anything.

107

108 Mayor Rasmussen

- 109 • He has checked with Tyson Glover if he's been able to get anywhere with his neighbors
- 110 petitioning to have the Saddlerock 3 plat language changed. Another property owner has put in
- 111 6 foot fence posts, which is not allowed per the plat restriction. If the property owners don't
- 112 request a change soon, the city attorney will get involved.
- 113 • PWD Nelson pointed out that the vinyl fences, which have already been installed along 1000
- 114 East, may not last through the winter because when the snow rolls off the plow he could foresee
- 115 it laying the fences over. Mayor Rasmussen clarified that the city will be plowing 1000 East
- 116 now, rather than the county. Councilmembers Wilson and Clausen were concerned that the city
- 117 may be liable if fences get knocked over by the snow plow. Mayor Rasmussen will find out
- 118 about it.
- 119 • Warnings have been given to those parking on the streets between 4:00 am and noon after
- 120 November 15th. PWD Nelson informed there are not many parked in the early morning,
- 121 however, they start around 9:00 and 10:00.
- 122 • He will meet with the school district this week to discuss the Old School.
- He attended a Hyrum council meeting last week and found out that the state has given Millville
- 124 the ability to construct a couple subdivisions with septic tanks. Nibley is going to install a
- 125 sewer line that will go to Hyrum, which Millville will eventually connect to.
- 126 • The next meeting will be short due to the Christmas Party. The agenda will only include a
- 127 public hearing to pass an ordinance to adopt a wastewater impact fee for Logan, Gabe
- 128 Rasmussen will present his eagle project and they will approve bills. The meeting will start at
- 129 5:15 p.m. PWD Nelson will not be in attendance.

130 Public Comment: Heather Lehnig informed that one of the newer homes along 1000 East has
131 moved a lot of dirt onto the sidewalk. PWD Nelson responded that the property owner is doing some
132 construction and they want him to put the dirt on the sidewalk so they don't break it when they drive
133 over it.

134 Cindy Schaub asked about an indoor skating rink at the Old Church. Mayor Rasmussen
135 pointed out that no one had proposed this idea.

136 Eagle Project Presentation by Gabe Rasmussen: Postponed.

137 The meeting adjourned at 7:50 p.m.

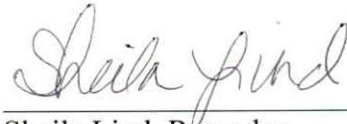
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Sheila Lind, Recorder



Todd A. Rasmussen, Mayor

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River Heights City Bills To Be Paid

11/26/2019

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Al's Trophies	Apple Days Plaque Citizen of Year					\$41.00				\$41.00
2	American General Life Insurance Compa	Annual Life Premium Clayten Nelson			\$170.75			\$170.75	\$170.75	\$170.75	\$683.00
3	Betsy & Richard Wagstaff	Mr. & Mrs. Santa for City Event					\$75.00				\$75.00
4	Cache Valley Publishing	Electins & Bid for Church Renovation	\$247.74								\$247.74
5	City of Logan	911, Sewer, Garbage, Recycle	\$14,472.81			\$2,022.00				\$11,409.00	\$27,903.81
6	Comcast	Monthly Internet Billing	\$31.04						\$31.03	\$31.02	\$93.09
7	Dominion Energy	Gas	\$47.50		\$69.10			\$61.37	\$191.13	\$61.37	\$430.47
8	Forsgren & Associates	1000 East Sidewalk & General	\$315.00					\$572.50			\$887.50
9	Incredible Concrete	1000 East Sidewalk Repair, Tennis Crts.			\$690.56			\$186.00			\$876.56
10	Intermountain Traffic Safety	vacuum, signs, plugs						\$260.93	\$124.07	\$124.06	\$509.06
11	LeGrand Johnson	Asphalt						\$961.31	\$961.32		\$1,922.63
12	Logan City	Water Consumption							\$368.16		\$368.16
13	Staker Parson	800 South Repairs						\$470.60			\$470.60
14	Thomas Petroleum	Fuel for City Vehicles			\$27.65			\$27.67	\$27.67	\$27.67	\$110.66
15	Utah Local Government Trust	Monthly Workers Comp.	\$21.54		\$33.09			\$101.04	\$127.98	\$134.72	\$418.37
16	Watkins Printing	Elections Yard Signs	\$149.50								\$149.50
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	Page 1 SubTotals		\$15,285.13		\$991.15	\$2,022.00	\$116.00	\$2,812.17	\$2,002.11	\$11,958.59	\$35,187.15

River Heights City
 FY 2019-20 Cash Balance Analysis
 October 31, 2019

	YTD Actual	Annual Budget
General Fund		
Cash Balance - 06/30/19	(195,940.28)	(195,940.28)
Revenue	204,676.15	809,270.00
Expenditures	<u>181,212.53</u>	<u>872,800.00</u>
Net Revenue Over Expenditures	<u>23,463.62</u>	<u>(63,530.00)</u>
Cash Basis Adjustment	(89,173.65)	74,900.00
Less Restricted Funds - Minimum Balance		
Less Restricted Funds - Impact Fees	<u>-</u>	<u>-</u>
Unrestricted Cash Balance - 09/30/19	<u>(261,650.31)</u>	<u>(184,570.28)</u>
Capital Projects Fund		
Cash Balance - 06/30/19	414,795.03	414,795.03
Revenue	716.93	477,000.00
Expenditures	<u>87,585.76</u>	<u>655,400.00</u>
Net Revenue Over Expenditures	<u>(86,868.83)</u>	<u>(178,400.00)</u>
Cash Basis Adjustment	<u>-</u>	<u>-</u>
Unrestricted Cash Balance - 09/30/19	<u>327,926.20</u>	<u>236,395.03</u>
Water Fund		
Cash Balance - 06/30/19	614,782.70	614,782.70
Revenue	157,781.24	361,350.00
Expenditures - Capital Projects		295,850.00
Expenditures - Operations	<u>60,343.32</u>	<u>248,350.00</u>
Net Revenue Over Expenditures	<u>97,437.92</u>	<u>(182,850.00)</u>
Cash Basis Adjustment	(3,791.40)	72,000.00
Less Restricted Funds - Minimum Balance	(400,000.00)	(400,000.00)
Less Restricted Funds - Impact Fees	<u>(2,764.00)</u>	<u>(2,764.00)</u>
Unrestricted Cash Balance - 09/30/19	<u>305,665.22</u>	<u>101,168.70</u>
Sewer Fund		
Cash Balance - 06/30/19	860,776.13	860,776.13
Revenue	112,824.07	312,800.00
Expenditures - Capital Projects		80,850.00
Expenditures - Operations	<u>70,375.77</u>	<u>252,650.00</u>
Net Revenue Over Expenditures	<u>42,448.30</u>	<u>(20,700.00)</u>
Cash Basis Adjustment	(1,105.90)	23,000.00
Less Restricted Funds - Minimum Balance	(800,000.00)	(800,000.00)
Less Restricted Funds - Impact Fees	<u>(112,907.00)</u>	<u>(112,907.00)</u>
Unrestricted Cash Balance - 09/30/19	<u>(10,788.47)</u>	<u>(49,830.87)</u>

River Heights City
 FY 2019-20 Cash Balance Analysis
 October 31, 2019

	YTD Actual	Annual Budget
Combined Cash - All Funds		
Cash Balance - 06/30/19	1,694,413.58	1,694,413.58
Revenue	475,998.39	1,960,420.00
Expenditures - Capital Projects	87,585.76	1,032,100.00
Expenditures - Operations	311,931.62	1,373,800.00
Net Revenue Over Expenditures	76,481.01	(445,480.00)
Cash Basis Adjustment	(94,070.95)	169,900.00
Less Restricted Funds - Minimum Balance	(1,200,000.00)	(1,200,000.00)
Less Restricted Funds - Impact Fees	(115,671.00)	(115,671.00)
Unrestricted Cash Balance - 09/30/19	361,152.64	103,162.58

Combined Cash - General Fund & Capital Projects Fund		
Cash Balance - 06/30/19	218,854.75	218,854.75
Revenue	205,393.08	1,286,270.00
Expenditures - Capital Projects	87,585.76	655,400.00
Expenditures - Operations	181,212.53	872,800.00
Net Revenue Over Expenditures	(63,405.21)	(241,930.00)
Cash Basis Adjustment	(89,173.65)	74,900.00
Less Restricted Funds - Minimum Balance	-	-
Less Restricted Funds - Impact Fees	-	-
Cash Balance - Available	66,275.89	51,824.75

Combined Cash - Sewer Fund & Water Fund		
Cash Balance - 06/30/19	1,475,558.83	1,475,558.83
Revenue	270,605.31	674,150.00
Expenditures - Capital Projects	-	376,700.00
Expenditures - Operations	130,719.09	501,000.00
Net Revenue Over Expenditures	139,886.22	(203,550.00)
Cash Basis Adjustment	(4,897.30)	95,000.00
Less Restricted Funds - Minimum Balance	(1,200,000.00)	(1,200,000.00)
Less Restricted Funds - Impact Fees	(115,671.00)	(115,671.00)
Cash Balance - Available	294,876.75	51,337.83

River Heights City
 Financial Summary
 November 26, 2019

		<u>Cash Balance By Fund</u>		Net Change	% of Total
		10/31/19	11/26/19		
General Fund		(261,650.31)	(174,168.71)	87,481.60	-9.80%
Capital Projects Fund		327,926.20	315,425.79	(12,500.41)	17.75%
Water Fund		708,429.22	716,794.84	8,365.62	40.34%
Sewer Fund		902,118.53	918,983.22	16,864.69	51.71%
Total Cash Balance		<u>1,676,823.64</u>	<u>1,777,035.14</u>	<u>100,211.50</u>	100.00%

		YTD Actual	Annual Budget	Unexpended Budget	% Of Budget Incurred	% Of Time Incurred
General Fund						
Revenue		295,443.89	809,270.00	513,826.11	36.51%	40.82%
Expenditures	Administrative	33,222.35	164,060.00	130,837.65	20.25%	40.82%
	Office	5,600.49	19,570.00	13,969.51	28.62%	40.82%
	Community Affairs	8,983.92	20,750.00	11,766.08	43.30%	40.82%
	Planning & Zoning	6,559.31	7,270.00	710.69	90.22%	40.82%
	Public Safety	28,529.97	86,400.00	57,870.03	33.02%	40.82%
	Roads	32,978.82	114,200.00	81,221.18	28.88%	40.82%
	Parks & Recreation	25,827.62	90,550.00	64,722.38	28.52%	40.82%
	Sanitation	57,954.68	150,000.00	92,045.32	38.64%	40.82%
	Transfer To CP Fund	-	220,000.00	220,000.00	0.00%	
Total Expenditures		<u>199,657.16</u>	<u>872,800.00</u>	<u>673,142.84</u>	22.88%	40.82%
Net Revenue Over Expenditures		<u>95,786.73</u>	<u>(63,530.00)</u>	<u>(159,316.73)</u>		
Capital Projects Fund						
Revenue		716.93	3,000.00	2,283.07		40.82%
Reimbursement Income			234,000.00	234,000.00		
Transfer From General Fund			240,000.00	240,000.00		
Expenditures	Administrative		-	-		40.82%
	Parks & Recreation	35,907.86	85,400.00	49,492.14		40.82%
	Roads	64,178.31	570,000.00	505,821.69		40.82%
		-	-	-		40.82%
Total Expenditures		<u>100,086.17</u>	<u>655,400.00</u>	<u>555,313.83</u>		40.82%
Net Revenue Over Expenditures		<u>(99,369.24)</u>	<u>(178,400.00)</u>	<u>(79,030.76)</u>		
Water Fund						
Revenue		157,997.81	361,350.00	203,352.19	43.72%	40.82%
Expenditures		72,571.98	544,200.00	471,628.02	13.34%	40.82%
Net Revenue Over Expenditures		<u>85,425.83</u>	<u>(182,850.00)</u>	<u>(268,275.83)</u>		
Sewer Fund						
Revenue		112,761.84	312,800.00	200,038.16	36.05%	40.82%
Expenditures		74,466.56	333,500.00	259,033.44	22.33%	40.82%
Net Revenue Over Expenditures		<u>38,295.28</u>	<u>(20,700.00)</u>	<u>(58,995.28)</u>		
Combined - All Funds						
Net Revenue Over Expenditures - Combined		<u>120,138.60</u>	<u>(445,480.00)</u>	<u>(565,618.60)</u>		

**RIVER HEIGHTS CITY
Impact Fee Schedule
Revenues on Hand
FY Ended June 30, 2019**

Revenues on Hand	Water	Sewer	Roads	Parks	Total
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FY 2016					
07/01/18	\$ -	\$ 31,837	\$ -	\$ -	\$ 31,837
Funds Collected	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ -	\$ 758	\$ -	\$ -	\$ 758
Funds Utilized	\$ -	\$ -	\$ -	\$ -	\$ -
06/30/19	\$ -	\$ 32,595	\$ -	\$ -	\$ 32,595

FY 2017					
07/01/18	\$ -	\$ 24,874	\$ -	\$ -	\$ 24,874
Funds Collected	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ -	\$ 592	\$ -	\$ -	\$ 592
Funds Utilized	\$ -	\$ -	\$ -	\$ -	\$ -
06/30/19	\$ -	\$ 25,466	\$ -	\$ -	\$ 25,466

FY 2018					
07/01/18	\$ 29,625	\$ 49,860	\$ -	\$ 21,561	\$ 101,046
Funds Collected	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 313	\$ 1,187	\$ -	\$ 227	\$ 1,727
Funds Utilized	\$ 29,938	\$ -	\$ -	\$ 21,788	\$ 51,726
06/30/19	\$ (0)	\$ 51,047	\$ -	\$ 0	\$ 51,047

FY 2019					
07/01/18	\$ -	\$ -	\$ -	\$ -	\$ -
Funds Collected	\$ 4,579	\$ 3,711	\$ 476	\$ 903	\$ 9,669
Interest Income	\$ 54	\$ 88	\$ 5	\$ 10	\$ 157
Funds Utilized	\$ 1,869	\$ -	\$ 481	\$ 913	\$ 3,263
06/30/19	\$ 2,764	\$ 3,799	\$ 0	\$ (0)	\$ 6,563

Total Funds Available					
07/01/18	\$ 29,625	\$ 106,571	\$ -	\$ 21,561	\$ 157,757
Funds Collected	\$ 4,579	\$ 3,711	\$ 476	\$ 903	\$ 9,669
Interest Income	\$ 367	\$ 2,625	\$ 5	\$ 237	\$ 3,234
Funds Utilized	\$ 31,807	\$ -	\$ 481	\$ 22,701	\$ 54,989
06/30/19	\$ 2,764	\$ 112,907	\$ 0	\$ (0)	\$ 115,671