

# River Heights City

---

## COUNCIL MEETING AGENDA Tuesday, September 21, 2021

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

The meeting will be held in person and through Zoom. Those wishing to provide comment on any of the agenda items or other topics can do so by email to [office@riverheights.org](mailto:office@riverheights.org) (by noon on the date of the meeting).

Adoption of Previous Minutes and Agenda

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

Public Comment

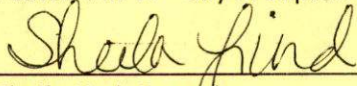
Update on ARPA Application

PUD Ordinance Review

Adjourn

To join the Zoom meeting: <https://us02web.zoom.us/j/89517879155>  
Dial: 1 346 248 7799, Meeting ID: 895 1787 9155

Posted this 17<sup>th</sup> day of September 2021

  
\_\_\_\_\_  
Sheila Lind, Recorder

Attachments for this meeting and previous meeting minutes can be found on the State's Public Notice Website (<https://www.utah.gov/pmnl/>).

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

September 21, 2021

2  
3  
4  
5  
6  
7 Present: Mayor Todd Rasmussen  
8 Council members: Sharlie Gallup  
9 Nancy Huntly  
10 Chris Milbank, electronic  
11 Blake Wright  
12  
13 Recorder Sheila Lind  
14 Public Works Director Clayton Nelson  
15 Finance Director Clifford Grover  
16 Treasurer Wendy Wilker, electronic  
17  
18 Excused: Councilmember Doug Clausen  
19  
20 Others Present: David Bush, Mary and Ryan Seager, Vern Fielding  
21

22  
23 The following motions were made during the meeting:  
24

### 25 Motion #1

26 Councilmember Wright moved to “adopt the minutes of the council meeting of August 31, 2021,  
27 and the evening’s agenda, without the ARPA Application Discussion.” Councilmember Gallup seconded  
28 the motion, which passed with Gallup, Huntly, Milbank, and Wright in favor. No one opposed. Clausen  
29 was absent.  
30

### 31 Motion #2

32 Councilmember Wright moved to “pay the bills as noted.” Councilmember Huntly seconded the  
33 motion, which passed with Gallup, Huntly, Milbank, and Wright in favor. No one opposed. Clausen was  
34 absent.  
35

### 36 Proceedings of the Meeting: 37

38  
39 The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the  
40 River Heights City Building on Tuesday, September 21, 2021, for their regular council meeting.

41 Adoption of Previous Minutes and Agenda: Minutes for the August 31, 2021, meeting were  
42 reviewed. Mayor Rasmussen informed that they would forgo the ARPA Application discussion since  
43 Councilmember Clausen wasn’t in attendance and he had requested the review. The council had each  
44 received and reviewed the applications through email.

45 Councilmember Wright moved to “adopt the minutes of the council meeting of August 31, 2021,  
46 and the evening’s agenda, without the ARPA Application Discussion.” Councilmember Gallup seconded  
47 the motion, which passed with Gallup, Huntly, Milbank, and Wright in favor. No one opposed. Clausen  
48 was absent.

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

50 Public Works Director Nelson

- 51 • They poured the concrete pad today for the new school sign. They plan to install the sign on  
52 Monday. Mayor Rasmussen asked if there was a timer on the lights since some residents turn the  
53 flasher on when they want. Mr. Nelson said he can put a lock on it.

54 FD Grover

- 55 • He presented and answered questions regarding the list of bills to be paid.

56 Councilmember Wright moved to “pay the bills as noted.” Councilmember Huntly seconded the  
57 motion, which passed with Gallup, Huntly, Milbank, and Wright in favor. No one opposed. Clausen was  
58 absent.

- 59 • He reviewed the Financial Summary and the Cash Investment Reports. He offered detailed budget  
60 reports upon request.
- 61 • He presented and discussed the Capital Projects Report and asked if there were changes to be  
62 made.
  - 63 ○ PWD Nelson said a guy will get back to him in October about redoing the old school ramp  
64 and stairs.
  - 65 ○ Councilmember Milbank said he met with Councilmember Wright and Dustin Hislop (an  
66 employee at Design West) to discuss getting started on the master plan for the city block.  
67 Since Mr. Hislop is out of town this week, Mr. Wright thought they would have preliminary  
68 designs by the end of next week.
  - 69 ○ Councilmember Milbank said they are hoping to get some grading done, install some  
70 sidewalks and utility services by the end of the fiscal year at the Stewart Hill Park. Once  
71 the design is completed, they will put it out to bid. Mr. Milbank said cost estimates have  
72 increased. He guessed the things they were hoping to do this year probably come to  
73 \$300,000 now, rather than \$200,000. FD Grover asked if they should increase the budget  
74 for the project. Councilmember Huntly reminded they are applying for ARPA funds.  
75 Councilmember Wright suggested leaving the budget where it was. Bio West will propose  
76 some bid alternates to consider. After the bids, they can see where they can cut back.  
77 Councilmember Gallup felt the budget should stay as they set and approved. FD Grover  
78 reminded there would be time later to adjust, if needed. If they do adjust, they’ll need to  
79 decide where to pull from because there is not extra in the General Fund.
  - 80 ○ Councilmember Huntly said Engineer Rasmussen is working on 400 South survey maps for  
81 right-of-way acquisition. This may be all that gets done this year.
  - 82 ○ Councilmember Huntly asked PWD Nelson how much had been spent on sidewalk repairs.  
83 Mr. Nelson said the repairs they have done so far have come out of the maintenance  
84 budget. He has checked with a contractor on sidewalk replacement. They can get some of  
85 the work done for the city if winter allows it. He suggested he and Ms. Huntly decide  
86 together where the highest needs are. Ms. Huntly felt the replacements should be in the  
87 same area where other repairs are being done so there would be chunks of areas with all  
88 good sidewalks. Mayor Rasmussen felt that would be good liability wise. The rest of the  
89 council agreed.

- Mayor Rasmussen asked to remove the two projects titled “Sidewalk Identified by Paint.” Instead, they plan to get signs that say, “Share the Road.”
- PWD Nelson reported that the new truck had been ordered August 12.

91  
92  
93 Councilmember Huntly

- She and PWD Nelson met with the irrigation company. They agreed in principle to enter into a maintenance agreement with the city, in which both entities would contribute an agreed amount of money each year. The irrigation company would like to start with \$500 this year. Each year they would meet in the fall to decide on the priority maintenance projects that they would do in the spring. If the money set aside wasn’t spent it would carry over to the next year. FD Grover has set up a separate account. The city and irrigation company would each have 50% ownership of the account. An agreement draft should be ready for review at the next meeting for the council to review. Mayor Rasmussen had observed that when things go wrong with the irrigation system, the irrigation company tends to expect the city to show up with their equipment to help fix the problem. He would like these types of situations addressed in the contract. PWD Nelson agreed.

104 Councilmembers Gallup and Wright didn’t have anything, as well as Recorder Lind.

105 Public Comment: David Bush discussed a proposal he had put together to demolish the Old  
106 Church and build affordable housing while the city still maintains local control over occupancies, rather  
107 than the federal government. He has visited with 2-3 different offices who are excited to help 8-10  
108 families. He asked how the council felt about the idea before he does more research. Mayor Rasmussen  
109 said the council hasn’t decided yet on saving or razing the building, but once they do, they will let him  
110 know. Mr. Bush also discussed the possibility of a Boys and Girls Club. He had another suggestion of  
adding pickleball courts in the city block master plan. He also thought Providence City might help pay for  
improvements in the Stewart Hill Park if they might benefit with more cemetery land someday.

113 Vern Fielding, representative of the Ellis and Demars’ properties reminded that they accepted a  
114 contract on the properties last December. The city adopted a six-month moratorium in February and now  
115 another one has been put into place. He expressed appreciation on the work the city has done on the  
116 PUD ordinance, but hoped they continue to work on it diligently so the developer can move ahead as  
117 soon as possible.

118 Update on ARPA Application: Canceled.

119 PUD Ordinance Review: Councilmember Wright said they had hoped there would be a draft to  
120 adopt at tonight’s meeting. Unfortunately, the city attorney had an emergency appendectomy last week.  
121 He said he’d have his comments on the draft finished up today, but they hadn’t received them yet. Mr.  
122 Wright felt it would be ready to be discussed and possibly adopted at the next meeting. He hoped to  
123 have copies to the councilmembers within the week. Mr. Wright explained that Mayor Rasmussen had  
124 asked for a discussion on some of the items at tonight’s meeting, which most likely wouldn’t be changed  
125 by the attorney.

126 He discussed the changes that had occurred since their last review. Most of them came from a  
127 conversation that was had with the city engineer and city attorney, some of which need further  
128 clarification from the attorney.

129 One of the changes was to require each unit in a PUD to have their own water meter and receive  
130 their own utility bill for water, sewer, and garbage. The common areas would likely have a master meter  
131 for the HOA to maintain. This was a suggestion by Councilmember Clausen, based on extensive studies he  
132 had done. He determined that the city would lose out on a lot of revenue to have only one meter for the  
whole development.

133 Councilmember Wright discussed private rights-of-way versus city owned streets. PWD Nelson  
135 asked what the benefit would be for the city to have ownership of the roads. Mr. Wright said they may

136 stay private, but the city would need access to the water meters. Mr. Nelson said the city usually  
137 maintains an easement for water lines. Mayor Rasmussen said in other communities, residents of  
138 developments were frustrated that they paid the same taxes as other city residents yet had to pay  
139 additionally for maintenance of their roads through HOA fees. Discussion was had on road widths. Mr.  
140 Nelson said dead end streets and cul-de-sacs are very difficult for the city in regards to maintenance. He  
141 would like to be involved in working through the road section of the ordinance.

142 Commissioner Cooley addressed allowing the developer to be able to sell off each unit, which  
143 would allow units to be owned, rather than rented. This could encourage owner-occupied units. The  
144 current code doesn't allow this. He proposed allowing up to 4 units in a building. He calculated the need  
145 for 1500 square foot units, including the garage.

146 Councilmember Wright reported that the attorney said the city wouldn't need to hold another  
147 public hearing because they are not making drastic changes since the previous two hearings.

148 Mayor Rasmussen asked if the council would be okay with holding a longer meeting in two weeks  
149 to dive into a review of the whole PUD ordinance. They agreed to meet at 5:30 on October 5.

150 Mayor Rasmussen asked if there were any questions from the public. Vern Fielding asked if the  
151 developer would need to request a rezone on the property. He was told that he would.

152 Mary Seager asked about conservation easements. Mayor Rasmussen explained this option was  
153 removed because property owners can request a conservation easement without it being in the PUD  
154 ordinance. Councilmember Huntly explained easements can go in a lot of different directions so it's  
155 easier to remove them from the ordinance.

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

157  
158  
159  
160  
161

  
\_\_\_\_\_  
Sheila Lind, Recorder

162  
163  
164



\_\_\_\_\_  
Todd A. Rasmussen, Mayor

River Heights City Bills To Be Paid

September 21, 2021

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	<b>JUNE \$</b>										
2											
3											
4											
5	<b>JULY \$</b>										
6	All-Tech	Monthly Billing & Annual 2021-2022 bill	\$1,810.32						\$1,810.32	\$1,810.32	\$5,430.96
7	Kevin Booth	Pavilion Rental Refund			\$50.00						\$50.00
8	Century Equipment	Back Hoe Repair						\$14.21	\$14.21	\$14.21	\$42.63
9	Ashlee Cordingley	Tennis Apple Days					\$50.95				\$50.95
10	Daines & Jenkins	Legal Fees	\$1,957.50								\$1,957.50
11	Sara Glover	CPR Training Crossing Guard					\$12.95				\$12.95
12	IPACO	Chain Saw Blades/Leaf Blower			\$49.24			\$49.24	\$49.24	\$49.25	\$196.97
13	LAF Graphics	Signs					\$270.00				\$270.00
14	Logan City	Water Consumption							\$515.72		\$515.72
15	A wish and a kiss	Apple Days 5K					\$60.00				\$60.00
16	Brenda Neves	Apple Days Bike Rodeo					\$36.00				\$36.00
17	Peterson Plumbing	Orchard Dr. Storm Drain						\$240.80			\$240.80
18	Promo Plus	Stamps/Envelopes	\$221.32						\$73.77	\$73.77	\$368.86
19	Roto Rooter	Portable Toilet			\$100.00						\$100.00
20	The Clean Spot	Restroom Supplies			\$132.70						\$132.70
21	Thomas Petroleum	Fuel for City Vehicles			\$30.48			\$30.48	\$30.48	\$30.48	\$121.92
22	Diane Weese	Pavilion Rental Refund			\$50.00						\$50.00
23	Jenna Williams	Pavilion Rental Refund			\$50.00						\$50.00
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											
34											
35											
36											
37											
38											
39											
40											
41											
42											
43											
44											
45											
46											

Page 1 SubTotals

\$3,989.14

\$462.42

\$429.90

\$334.73

\$2,493.74

\$1,978.03

\$9,687.96

Page 1 Total Amount t 'aid \$9,687.96

River Heights City Bills To Be Paid

September 14, 2021

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	JUNE \$										
2											
3											
4											
5	JULY \$										
6	April Duffy	Balloonist					\$125.00				\$125.00
7	Bear River Health Department	Water Coliform Testing							\$40.00		\$40.00
8	Bio-West	Professional Services for Stewart Hill			\$4,805.76						\$4,805.76
9	Bounce 4 Kids	Apple Days Entertainment					\$860.00				\$860.00
10	Caselle	Monthly Billing	\$91.69						\$91.66	\$91.65	\$275.00
11	Forsgren Associates, Inc.	General, Stewart Hill, Lower Well	\$465.00		\$2,061.25				\$968.75		\$3,495.00
12	Freedom Mailing Services, Inc.	Monthly Billing	\$165.24						\$55.08	\$55.08	\$275.40
13	Intermountain Traffic Safety, Inc.	School Sign						\$3,022.96			\$3,022.96
14	Isaac Reeder	5K Apple Days					\$72.15				\$72.15
15	Jeri Vann	Apple Days Décor					\$35.00				\$35.00
16	Kerry Duffy	Balloonist					\$125.00				\$125.00
17	Rocky Mountain Power	Monthly Billing Power	\$327.61		\$69.19	\$24.59		\$1,180.29	\$4,233.42	\$29.51	\$5,864.61
18	Secure Instant Payments	Monthly Billing	\$18.32						\$18.31	\$18.32	\$54.95
19	Sharlie Gallup	Apple Days					\$637.04				\$637.04
20	Thurcon, Inc.	Hoemowner Pass Thru/Asphalt water leak		\$4,050.00					\$5,155.00		\$9,205.00
21	Valerie Merrell	Apple Days Décor					\$48.10				\$48.10
22	Xerox	Office Copier Monthly Fees	\$204.80								\$204.80
23											
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											
34											
35											
36											
37											
38											
39											
40											
41											
42											
43											
44											
45											
46											

Page 1 SubTotals

\$1,272.66 \$4,050.00 \$6,936.20 \$24.59 \$1,902.29 \$4,203.25 \$10,562.22 \$194.56 \$29,145.77

Page 1 Total Amount to bid \$29,145.77

River Heights City  
 Financial Summary - Updated  
 September 21, 2021

**Cash Balance By Fund**

	08/31/21	09/21/21	Net Change	% of Total
General Fund	454,843.63	451,946.99	(2,896.64)	18.11%
Capital Projects Fund	321,137.10	314,270.09	(6,867.01)	12.59%
Water Fund	905,299.20	912,229.55	6,930.35	36.55%
Sewer Fund	799,362.41	817,128.13	17,765.72	32.74%
<b>Total Cash Balance</b>	<b>2,480,642.34</b>	<b>2,495,574.76</b>	<b>14,932.42</b>	<b>100.00%</b>

	YTD Actual	Annual Budget	Unexpended Budget	% Of Budget Incurred	% Of Time Incurred
Revenue	264,678.47	969,805.00	705,126.53	27.29%	22.74%
Expenditures					
Administrative	38,178.85	192,550.00	154,371.15	19.83%	22.74%
Office	2,931.15	26,040.00	23,108.85	11.26%	22.74%
Community Affairs	7,336.73	25,550.00	18,213.27	28.72%	22.74%
Planning & Zoning	4,136.50	3,205.00	(931.50)	129.06%	22.74%
Public Safety	6,438.67	218,910.00	212,471.33	2.94%	22.74%
Roads	16,941.11	146,500.00	129,558.89	11.56%	22.74%
Parks & Recreation	12,652.06	73,850.00	61,197.94	17.13%	22.74%
Sanitation	29,834.75	150,000.00	120,165.25	19.89%	22.74%
School Building	984.05	33,200.00	32,215.95	2.96%	22.74%
Transfer To CP Fund	-	100,000.00	100,000.00	0.00%	
<b>Total Expenditures</b>	<b>119,433.87</b>	<b>969,805.00</b>	<b>850,371.13</b>	<b>12.32%</b>	<b>22.74%</b>
<b>Net Revenue Over Expenditures</b>	<b>145,244.60</b>	<b>-</b>	<b>(145,244.60)</b>		

**Capital Projects Fund**

Revenue	141.25	3,000.00	2,858.75		22.74%
Reimbursement Income	-	-	-		
Transfer From General Fund		100,000.00	100,000.00		
Expenditures					
Administrative		22,000.00	22,000.00		22.74%
Parks & Recreation	11,658.55	150,000.00	138,341.45		22.74%
Roads	55,519.69	272,400.00	216,880.31		22.74%
					22.74%
<b>Total Expenditures</b>	<b>67,178.24</b>	<b>444,400.00</b>	<b>377,221.76</b>		<b>22.74%</b>
<b>Net Revenue Over Expenditures</b>	<b>(67,036.99)</b>	<b>(341,400.00)</b>	<b>(274,363.01)</b>		

**Water Fund**

Revenue	88,218.75	457,003.00	368,784.25	19.30%	22.74%
Expenditures	63,758.13	507,140.00	443,381.87	12.57%	22.74%
<b>Net Revenue Over Expenditures</b>	<b>24,460.62</b>	<b>(50,137.00)</b>	<b>(74,597.62)</b>		

**Sewer Fund**

Revenue	66,538.24	402,703.00	336,164.76	16.52%	22.74%
Expenditures	43,269.69	438,890.00	395,620.31	9.86%	22.74%
<b>Net Revenue Over Expenditures</b>	<b>23,268.55</b>	<b>(36,187.00)</b>	<b>(59,455.55)</b>		

**Combined - All Funds**

<b>Net Revenue Over Expenditures - Combined</b>	<b>125,936.78</b>	<b>(427,724.00)</b>	<b>(553,660.78)</b>		
---	-------------------	---------------------	---------------------	--	--



Capital Projects  
 Schedule Report  
 As of June 15, 2021

Area	Project	Budget Amount	Start Date	Projected Completion Date	Bids Required	Bids Received
<b>FY 2020-21</b>						
Parks	Stewart Hill Park	50,000.00	?	06/30/21		
Sewer		<u>10,000.00</u>	?	?		
	<b>Total FY 2020-21</b>	<u><u>60,000.00</u></u>				
<b>FY 2021-22</b>						
Administrative	Old School Stair Repair and Ramp	12,000.00	08/01/21	09/01/21		
Administrative	Master Plan City Square	10,000.00	07/01/21	10/01/21		
Parks	Stewart Hill Park	200,000.00	04/01/21	07/22/22		
Roads	Sidewalk and Park Strip 400 South (600 East to 500 East)	70,000.00	?	?		
Roads	400 South Sidwalk Right of Way Acquisition	65,000.00	?	?		
Roads	Sidewalk Repairs City-wide	50,000.00	07/01/21	06/30/22		
Roads	Sidewalk and Park Strip 400 South (500 East to 400 East)	45,000.00	?	?		
Roads	Road Seal	40,000.00	08/01/21	10/15/21		
Roads	Sidewalk Identified by Paint	1,200.00	07/01/21	08/30/21		
Roads	Sidewalk Identified by Paint	1,200.00	07/01/21	08/30/21		
Sewer	New Shop	120,000.00	02/01/22	04/15/22		
Sewer	New Truck	35,000.00	07/01/21	11/15/21		
Water	Upgrade Lower Well	200,000.00	06/01/21	08/15/21		
Water	Upgrade Water Line Lower Well to River Heights Blvd	90,000.00	08/15/21	10/15/21		
Water	Lower Well Property Aquisition	<u>15,000.00</u>	06/01/21	08/01/21		
		<u><u>954,400.00</u></u>				

## ***Church/School Proposal***

In light of the church demolition delay and lack of plans for the adjacent school, the following proposal is presented to enhance the "City Center" of River Heights.

Given the influx of refugees from Afghanistan, knowing the profound need for displaced families and in light of limited city resources to remove the condemned church, county and state funds may be available to build attractive housing for families in need.

Pamela Atkinson in Governor Cox's office is spear heading efforts to facilitate opportunities for refugee families statewide. Last week, Governor Cox visited CRIC (Cache Refugee and Immigrant Connection) and made a plea for support from our communities.

After visiting with Lucas Martin (Human Services Director) at BRAG, he suggested three possible funding streams to demolish the old church and to refurbish the old school to provide affordable housing and a community center:

AARPA Funds (David Zook)  
Community Development Grants (Brian Carver)  
Neighborhood Improvement (Josh Runhar)

In addition to demonstrating city council support, River Heights would need to provide a long term plan for the housing project in order to secure initial development funds. Workforce Services in SLC is coordinating ongoing Refugee Services and may be a good resource to partner with River Heights. Paul Johnson from Congressman Blake Moore's office also suggested contact with HUD, but that may constrict local control of the project and require compliance with Section 8 housing.

Although I am a candidate for City Council, I am willing to continue researching options IF I have the support the the Major and Council to explore options.

In the coming days and weeks, I plan to meet with Pamela Atkinson, David Zook, Brian Carver and the director of CRIC, Danny Beus to identify procedures and possibilities. I will make it clear I am NOT a representative of River Heights City, just a volunteer willing to collect information to assist the Council in making decisions.

If elected, with the support of the Council, I would be willing to pursue funding streams to cover demolition, construction and remodeling costs, as well as staffing of a community center. Knowing the City budget is insufficient to cover such a project, I will pursue grant monies and donors who might be willing to support such a project, or tenants for the school (Boys & Girls Club, Head Start)

David Bush, Candidate  
davidbush1010 @ gmail.com  
435-752-2512