August 13, 2019

Jeff Gilbert  
Transportation Planner  
Cache Metropolitan Planning Organization  
179 North Main, Suite 300  
Logan, Utah 84321

Email: Jeff.Gilbert@cachecounty.org

RE: 800 South Street Improvement Project  
2019 COG Street Improvement Funding Application  
River Heights City, Utah

Dear Mr. Gilbert:

I hereby certify that the referenced project’s construction drawings provided hereunder have been designed and drafted to not less than a 90-percent level of completion for the purposes of submitting an application for funding for the eligible street improvement costs through the Cache County Council of Governments.

If you should have any questions or need additional information, please contact me at 435-227-0333 or via email crasmussen@forsgren.com.

Sincerely,

Craig Rasmussen, P.E.  
Project Manager

Enclosures
### Opinion of Probable Costs

#### Project: 800 South Street Improvements

Owner: City of River Heights, Utah

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>ITEM</th>
<th>QUANTITY</th>
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<th>UNIT PRICE</th>
<th>AMOUNT</th>
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**Subtotal** $180,700

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**Subtotal** $16,600

**Total** $197,300

Contingency (10%) $19,800

**Total Project Cost** $217,100
Sounds good.

On Thu, Jun 27, 2019, 3:36 PM Todd Rasmussen <todd.rasmussen@riverheights.org> wrote:

Hey K, Craig,

Please get together and make sure we have everything together for our COG fund application. It is due on Tuesday August 13 by 5pm and requires 90 engineering.

Please let me know if you need anything from me or if I can help in any way.

Thanks, Todd
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 (Wilson)

Adoption of Previous Minutes and Agenda

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

Public Comment

Discuss Council Member Duties

Discuss and Approve Plans to Apply for COG Funds to Complete 800 S Road Project

Approve Wastewater Management Plan

Adjourn

Posted this 23rd day of April 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.
Council Meeting

April 23, 2019

Present: Mayor Todd Rasmussen
Council members: Doug Clausen
Robert "K" Scott
Elaine Thatcher
Dixie Wilson
Blake Wright, electronically
Recorder Sheila Lind
Public Works Director Clayten Nelson
Finance Director Clifford Grover
Treasurer Wendy Wilker

Others Present: None

The following motions were made during the meeting:

Motion #1
Councilmember Thatcher moved to “adopt the minutes of the council meeting of April 9, 2019 and the evening’s agenda.” Councilmember Scott seconded the motion, which passed with Clausen, Scott, Thatcher, Wilson and Wright in favor. No one opposed.

Motion #2
Councilmember Thatcher moved to “pay the bills as listed.” Councilmember Scott seconded the motion, which passed with Clausen, Scott, Thatcher, Wilson and Wright in favor. No one opposed.

Motion #3
Councilmember Clausen moved that “River Heights City apply for COG funds to complete 800 South, at a cost of about $3,800 for design work, and agree to offer 15% matching funds.” Councilmember Scott seconded the motion, which carried with Clausen, Scott, Thatcher and Wright in favor. Wilson opposed.

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, April 23, 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 April 9, 2019 meeting were reviewed.

Councilmember Thatcher moved to “adopt the minutes of the council meeting of April 9, 2019 and the evening’s agenda.” Councilmember Scott seconded the motion, which passed with Clausen, Scott, Thatcher, Wilson and Wright in favor. No one opposed.

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

Public Works Director Nelson

- The 1000 East sidewalk project is scheduled to start on May 13th. They plan to do it all within a few days, except for a few minor things they will do after school lets out for the summer. The project cost is about $46,000 and will be billed in the current fiscal year.
- They will start working on the ditch issue at 600 E River Heights Blvd tomorrow and finish it by the end of this week.
- The fence along the brow of the hill, north of the cemetery is scheduled for Monday. He hopes he can get it leveled out by then since the backhoe hasn’t been working.
- They have done maintenance on the Ryan’s Place playground to make sure everything is in good order.

Finance Director Grover

- He pointed out to the council, the Financial Summary doesn’t include bills approved tonight. He gave them each a set of full financial statements to help in figuring their budgets.
- He will put together a forecast for labor and depreciation so they won’t need to worry about coming up with this in their budgets.
- Mayor Rasmussen asked if Mr. Grover had a calculation to determine the city’s potential revenue of a home, based on the value. Councilmember Wright stated past mayor Jim Brackner presented this to them some time ago. It was a revenue versus cost benefit for each household. He agreed it would be beneficial when considering whether to keep the property east of the church in River Heights. Mr. Grover will check with Jim Brackner on his formula, and make sure it includes all revenue streams.

Treasurer Wilker

- She presented the list of bills to be paid.

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

Councilmember Clausen asked FD Grover if $4,000 would need to be added to the next budget if they decide to approve to request COG funding. Mr. Grover stated he plans to create line items in the budget to show capital projects, especially where grants are concerned. It will be easier to track and accrue money for certain projects, and keep a history.

Councilmember Thatcher

- Since there wasn’t interest in a youth ambassador program, Ms. Thatcher plans to send a flyer to citizens inviting families to ride in valley parades to represent River Heights and help decorate a float to ride on. Mayor Rasmussen offered to borrow Lance Pitcher’s hummer and take the youth council to some parades. Ms. Thatcher understood the importance of attending...
other city parades so they will reciprocate and be in River Heights’ parade. There is a little money in the community affairs budget to purchase signs for vehicles to show they’re from River Heights.

PWD Nelson reminded, when they did away with royalty, he asked a number of times whether they were done with the float. When he was sure they were, he pulled it out of the shop and now there isn’t room inside. It’s outside, taken apart and unprotected. If it gets decorated they need to decide where they will store it to preserve it and have it available for those who will pull it for parades. They liked the idea of borrowing fancy vehicles. Ms. Thatcher will find out the other cities’ parade dates. Mayor Rasmussen agreed to help locate cars. She will look into signage that won’t harm the paint. PWD Nelson offered the city trucks once in a while. Ms. Thatcher will get a flyer ready tonight and get it to Recorder Lind so it can go out with other flyers that will be delivered this week.

- The Apple Days budget will be $8,000 again this year.

Councilmember Scott

- Mr. Scott reported the Emergency Preparedness fare went well. The county emergency specialist will give him some information to include in our next newsletter on how to take care of ourselves, individually, during an emergency. Councilmember Clausen reminded of a guy who would come to the council and give a presentation on water purifiers.

Councilmember Clausen didn’t have anything.

Councilmember Wilson

- T-ball sign ups are underway. Currently there are about 35 signed up, which is a low number. Since Providence started a T-ball program River Heights hasn’t had near the participation they had in the past. She felt unsure whether to go ahead with the season or not. Councilmember Scott suggested going ahead with it this year and then support Providence’s program next year. She was concerned the shirts would cost more if she ordered less, but decided to go ahead with the program. She will order the shirts after May 1. Councilmember Thatcher suggested getting the word out, if it's going to be the last year.

Councilmember Wright

- The Planning Commission has been considering some minor changes to the city code, as well as addressing weeds as a nuisance and Airbnbs. The changes will be sent to the council in a month or so. Mayor Rasmussen asked if was too soon to start talking to property owners about maintaining their park strips and property next to the roadways. The city has been maintaining some back yards along Stewart Hill Drive, when it should be the responsibility of the property owner. Councilmember Wright stated the current code has language about maintaining property, up to the street right-of-way.

Recorder Lind

- Ms. Lind informed, next week’s flyers will be delivered explaining the new fence ordinance and announcing the upcoming election and the Lions breakfast.

- She will be gone for the next meeting. Joe Ames will take the minutes.
 Mayor Rasmussen

- He has been working with City Attorney Jon Jenkins to figure a way River Heights could get a guarantee on the type of development that would go in east of the church, if the council agreed to let the property go to Providence. Councilmember Clausen expressed frustration that the city’s engineer isn’t in on these discussions. PWD Nelson reported he has been talking to him. He has said River Heights could probably provide a gravity sewer. A looped water line would also be possible, although very difficult and expensive. River Heights would probably never recoup this money. Just because its doable doesn’t mean it makes sense. Mr. Clausen would like the council to meet with Engineer Rasmussen and the developer to discuss options.

Mayor Rasmussen said the developer is showing a desirable plan with larger lots than would be required if the property stayed in River Heights. Councilmember Clausen would still like River Heights to have the utility money. PWD Nelson said it would cost the city more to keep it in River Heights because of the added expense for providing utilities. Mr. Clausen would like the city engineer to weigh in on the discussions. Mayor Rasmussen pointed out that it is the developer’s responsibility to see if and how he can get utilities from River Heights. If he can, he will continue to buy the property and figure it out.

PWD Nelson doesn’t want to see the city pay engineering costs to make a determination for the developer. He doesn’t see why River Heights should hang on to this property when they let a section go in the Riverdale area a couple years ago in a similar situation.

Councilmember Clausen asked that everyone put their prejudices aside and work through it. Mayor Rasmussen said this opportunity will come up if the developer buys the property and then approaches River Heights, at which point the city engineer will review their plans. Right now, they should approach it as if the property is staying in River Heights. If the developer comes with a plan, then the council will decide if its affordable. If the decision is that it’s not feasible for River Heights, then River Heights would want assurance that the developer will hold to a certain plan if they are released to go to Providence.

Councilmember Wright agreed the design is probably the best River Heights could hope for. He is leery about counting on an HOA long term. In some cases cities have had to step in. Councilmember Clausen said Hyrum has an ordinance where they review the HOA requirements to make sure they will be bringing in money for 20 years of expenses. Councilmember Thatcher said state law now requires HOAs to have enough to cover emergencies.

Mayor Rasmussen said the developer has 90 or 100 days due diligence with the church. He guesses they will need to decide by mid July if they are going to purchase it.

- Councilmember Thatcher asked Mayor Rasmussen what he has found on the legalities for selling the Old Church. Attorney Jenkins has said the city has a lot of leeway, and is pretty well protected. The property would be declared as surplus, a public hearing would be held, they would vote to deem it as surplus and then open it up for bid to the public. He will go over it in more detail with Attorney Jenkins this week.
Discuss Council Member Duties: Mayor Rasmussen wanted to ask for thoughts on switching up council duties, but will hold off on the discussion due to time.

Discuss and Approve Plans to Apply for COG Funds to Complete 800 S Road Project: Mayor Rasmussen asked if there were any council members opposed to completing 800 South all the way through. Councilmember Thatcher said it makes sense but knows the neighbors along 800 South won't like it. Councilmember Wright said 800 South has been shown as a through street in the general plan for many years. The intent has been, if anyone on the north side developed, the city would require they pay for road improvements.

Councilmember Wilson asked if there was a right-of-way in place. She was told there is. She asked the benefits of putting it through. PWD Nelson said it will take pressure off of 700 South and disperse traffic through the city. Councilmember Clausen said it will funnel traffic from Providence’s east developments, keeping them from coming further into River Heights. Councilmember Thatcher warned they should be prepared for opposition. PWD Nelson agreed the neighbors will hate it until it’s in and then they will use it everyday. He reminded 800 South, was a designated road long before those homes went in.

Discussion was had on a cost estimate for the road and engineering. PWD Nelson guessed it would be $3,300-3,800 for engineering. When applying for COG funding, plans need to be submitted and the city needs to be willing to match 10-15% (the more the match the better chance of funding). Design fees can be included in the match funds. Conservice will be required to pay for half the cost of the road along their parking lot. Councilmember Clausen said it could be a long time before any money is available.

Councilmember Thatcher feels it will be better to have more than one access to the 800 South neighborhoods, therefore she supports 800 South going through. Councilmember Clausen pointed out if they say ‘yes’ it means they agree to pay to have it designed and that the city will match 10 or 15%. Councilmember Wright said the city would require future development on 800 South to pay back their share.

Councilmember Clausen moved that “River Heights City apply for COG funds to complete 800 South, at a cost of about $3,800 for design work, and agree to offer 15% matching funds.” Councilmember Scott seconded the motion, which carried with Clausen, Scott, Thatcher and Wright in favor. Wilson opposed.

Mayor Rasmussen assured if the city is awarded the money and then decides not to do the project, they won’t get looked down on.

Approve Wastewater Management Plan: PWD Nelson reminded, this report gets sent to the state every year. It is identical to last year’s, except they had to report the sanitary sewer overflow that happened in 2018. He also had to report the recent adoption of the No Fault Utility Claims Ordinance. Mayor Rasmussen brought up some discrepancies, which Mr. Nelson said he can’t change because that part comes directly from the state. Mr. Rasmussen asked how River Heights deals with pretreatment. Mr. Nelson said it is all handled by Logan City, as well as River Heights performing their annual inspections, and solving issues they find.

All agreed with the report he put forth.

Mayor Rasmussen asked for a budget workshop. It was decided they will meet on May 7 at 5:30 p.m. Councilmember Clausen reminded they will decide on capital projects which may lengthen the meeting.

The meeting adjourned at 8:10 p.m.
Sheila Lind, Recorder

Todd A. Rasmussen, Mayor