

River Heights City

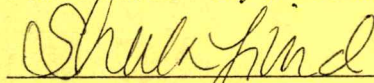
COUNCIL MEETING AGENDA

Tuesday, February 28, 2017

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 (Clausen) and Pledge of Allegiance (Wilson)
- 6:35 p.m. Adoption of Previous Minutes and Agenda
Pay Bills
Finance Director Report
Purchase Requisitions
 - Backhoe Lease RecommendationPublic Works Report
Administrative Report
Public Comment
- 6:50 p.m. Clarify Ordinance to Enact a Moratorium on the Acceptance of Zoning Clearance Permit Applications
- 6:55 p.m. Discuss the Allowance of Basements in New Homes
- 7:05 p.m. Municipal Wastewater Planning Program Resolution
- 7:10 p.m. Mayor and Council Reports
- 7:25 p.m. Closed Session
- 7:45 p.m. Adjourn

Posted this 23rd day of February 2017



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

Council Meeting

February 28, 2017

Present: Mayor James Brackner
Council members: Doug Clausen
Robert "K" Scott
Geoff Smith
Dixie Wilson
Blake Wright

Recorder Sheila Lind
Public Works Director Clayton Nelson
Finance Director Clifford Grover
Treasurer Wendy Wilker

Others Present: Gayle Brackner, Cindy Schaub, Brittany Cascio

The following motions were made during the meeting:

Motion #1

Councilmember Clausen moved to "adopt the minutes of the February 14, 2017 Council Meeting and the evening's agenda." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith and Wright in favor. Wilson abstained because she wasn't in attendance at the last meeting, although she approved the evening's agenda. No one opposed.

Motion #2

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

Motion #3

Councilmember Wright moved to "readopt Ordinance 1-2017 with clarification to say 'An Ordinance to Enact a Moratorium on the Acceptance of Zoning Clearance Permit Applications for New Homes.' It will also change item 1 to reflect the same." Councilmember Clausen seconded the motion, which carried with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

Motion #4

Councilmember Clausen moved to "Adopt Resolution 1-2017, Municipal Wastewater Planning Program Resolution." Councilmember Smith seconded the motion, which carried with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

47 Motion #5

48 Councilmember Clausen moved to “go into a closed session to discuss a strategy for the
49 purchase, exchange, lease, or sale of real property.” Councilmember Scott seconded the motion, which
50 carried with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

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53 Proceedings of the Meeting:

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56 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, February 28, 2017. Councilmember Clausen opened the
58 meeting with a thought. Councilmember Wilson led the group in the Pledge of Allegiance.

59 Adoption of Previous Minutes and Agenda: Minutes of the February 14, 2017 Council
60 Meeting, were reviewed.

61 **Councilmember Clausen moved to “adopt the minutes of the regular February 14, 2017
62 Council Meeting and the evening’s agenda.” Councilmember Scott seconded the motion, which
63 passed with Clausen, Scott, Smith and Wright in favor. Wilson abstained because she wasn’t in
64 attendance at the last meeting, although she approved the evening’s agenda. No one opposed.**

65 Pay Bills: The bills were presented and discussed.

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

69 Finance Director Report: FD Grover presented the financials.

70 Purchase Requisition: PWD Nelson asked the Council to consider the previous discussed
71 request for a backhoe lease in the amount of \$6,500/year. The John Deere sales representative will try
72 to put together a lease option which would allow the city to lease it for a few years and then apply the
73 amount paid to the purchase of the machine (if this is what the city decides to do). Mayor Brackner
74 pointed out that the Council already approved this decision at the last meeting.

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

- 76 • The carpet on the stairs has been replaced. They are working on replacing baseboard and the
77 stair glide.
- 78 • Mayor Brackner asked when the plywood would come down which covers the basement stairs.
79 Mr. Nelson will have a contractor come look at it after the snow is gone.
- 80 • Mayor Brackner asked if they had been plowing 800 South. Mr. Nelson said he goes down
81 every time it snows. If Conservice hasn’t already plowed, then he does it. If they are already
82 there plowing he lets them do it. Councilmember Wright asked if there have been parking
83 problems on 100 East and 800 South when he plows. Mr. Nelson said most cars are not there
84 yet at the time he plows.

85 Administrative Report: Recorder Lind asked for newsletter contributions to be turned in by
86 March 8.

87 Public Comment: Brittany Cascio announced an open house at their new photography studio in
88 the Sinclair gas station tomorrow from 2:00–5:00 p.m. She invited all to come.

89 Clarify Ordinance to Enact a Moratorium on the Acceptance of Zoning Clearance Permit

90 Applications: Mayor Brackner explained the moratorium ordinance adopted at the last meeting
91 restricts all Zoning Clearance Permit Applications. He recommended going with the suggested
clarification which will restrict only new homes.

92 **Councilmember Wright moved to “readopt Ordinance 1-2017 with clarification to say**
3 **‘An Ordinance to Enact a Moratorium on the Acceptance of Zoning Clearance Permit**
94 **Applications for New Homes.’ It will also change item 1 to reflect the same.” Councilmember**
95 **Clausen seconded the motion, which carried with Clausen, Scott, Smith, Wilson and Wright in**
96 **favor. No one opposed.**

97 Councilmember Wilson clarified that the moratorium would be lifted by May 1.

98 Mayor Brackner informed that Treasurer Wilker’s father-in-law passed away on Sunday. The
99 city will send flowers.

100 Discuss the Allowance of Basements in New Homes: Mayor Brackner asked for a discussion
101 which might produce some conclusions that would prevent flooding problems in the future.

102 Councilmember Scott asked if the city would be liable if they allow basements. Mayor Brackner
103 understood that developers sell lots to individuals and they can build what they want. The city could
104 restrict, as was done in Saddlerock Phase 1. He explained that the city has no way to know which
105 hazards could occur in the community, but we know of some. Basically, it’s the homeowner’s
106 responsibility to protect themselves.

107 Councilmember Wright gave some background on the Saddlerock Phase 1 southwest corner.
108 Because of past water issues in the area, the city wanted to place restrictions. Dan Hogan (developer)
109 wasn’t happy with this. He placed pedo tubes along the property to check the water levels, which he
110 did for about one year. At the recommendation of the city engineer, the city restricted specific lots
111 from having basements. He felt the city did their due diligence by doing so. He feels future
112 restrictions would need to have documented reasons to avoid legal action.

113 Mayor Brackner asked if there should be any restrictions on Phase 3. PWD Nelson pointed out
114 that the city often covers itself by placing a caution note on the final plat. The problem is, this note
115 isn’t usually seen by builders and property owners. He suggested placing this same wording on the
116 Zoning Clearance Permit so whoever fills out the permit request will see there is a concern about
117 ground water. He read from a note on the Heights at Spring Creek final plat, as possible wording.
118 Councilmember Smith thought this was a great idea. Mayor Brackner also agreed with this
119 recommendation. The language won’t restrict the builders, but rather cautions them to research before
120 construction. The Council agreed to have this added to the application.

121 Mayor Brackner discussed letting Stone Creek residents know they need to put their swales
122 back, where they have filled in so the water will work its way down stream or through the ground.

123 Municipal Wastewater Planning Program Resolution: PWD Nelson reminded the Council that
124 they adopt this every year. He doesn’t believe its required anymore but it reminds us it’s time to
125 inspect our manholes and it gives him credit for continuing education. After adoption, it will be sent to
126 the state.

127 **Councilmember Clausen moved to “Adopt Resolution 1-2017, Municipal Wastewater**
128 **Planning Program Resolution.” Councilmember Smith seconded the motion, which carried with**
129 **Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.**

130 Mayor and Council Reports: Councilmember Smith asked PWD Nelson to discuss the
131 upcoming city clean-up day with him later. Councilmember Scott also needed to talk with him about
132 sandbags.

133 Councilmember Wilson informed that t-ball sign-ups are coming up. She asked for a
134 discussion on the next agenda about pavilion rental issues, in an attempt to finish the discussion from
135 last month.

136 Councilmember Wright asked PWD Nelson to attend the Planning Commission meeting
tomorrow night to give his opinion on code changes.

138 Mayor Brackner discussed the Wastewater Rate Committee Meeting he attended last night. He
139 reviewed the purpose of the meeting was to discuss how to raise sewer rates over time. He favors
140 raising it by 10% each year for five years, rather than a 35% increase the first year and another 20%
141 increase the sixth year. It was noted at their meeting that River Heights is only paying half of what the
142 other cities are paying. He told the committee members he understands the dilemma but the Council
143 has voted to stay with the contract River Heights has with Logan. They committee members are
144 interested in discussing the matter with the Council and would like them to attend their next meeting,
145 which will be held on March 27, 2017 at 3:00 pm. Mayor Brackner proposed he would first present
146 the history of our contract before the Council was questioned.

147 After the waste water meeting, one of the Providence council members pulled him aside and
148 said Hyrum has had a meeting with a business that uses microbes as a way to treat wastewater. The bi-
149 product can be sold to oil companies. The process doesn't require a new building or employees
150 monitoring it. Logan City has already committed to a different system so this isn't an option for them.
151 After a brief discussion with the Council, Mayor Brackner felt River Heights should stay with Logan
152 for now. In five years River Heights may end up joining Hyrum's system. If we stay with Logan, we
153 may need to bond at that time to pay our share. Councilmember Clausen pointed out the city would
154 stand the cost of a lift station.

155 Councilmember Wright suggested having City Attorney Jenkins at the waste water meeting to
156 listen. Mayor Brackner liked the idea and will invite him.

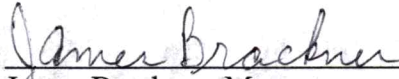
157 Mayor Brackner informed that the ULCT Mid-Year Conference will sponsor a workshop on
158 storm water resources for small cities. It will be held in St George April 5-7. Councilmembers
159 Wright, Wilson and Clausen are interested in attending, as well as the mayor. Recorder Lind was
160 asked to book hotel rooms.

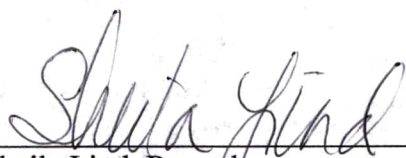
161 Closed Session:

162 **Councilmember Clausen moved to "go into a closed session to discuss a strategy for the**
163 **purchase, exchange, lease, or sale of real property." Councilmember Scott seconded the motion,**
164 **which carried with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.**

165 The River Heights City Council went into a closed meeting on February 28, 2017 at 7:30 p.m.
166 pursuant to the provision of Section 52-4-5 of the Open and Public Meeting Law. They came back to
167 the open meeting at 8:20 p.m.

168 The open meeting adjourned at 8:23 p.m.

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174 James Brackner, Mayor

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174 Sheila Lind, Recorder

River Heights City Bills To Be Paid

February 28, 2017

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Cache Valley Publishing	Planning Mtg. Ad		\$42.39							\$42.39
2	City of Logan	Sewer, Garbage, 911, Sand Bags	\$11,422.10			\$2,258.25				\$8,576.26	\$22,256.61
3	Comcast	2 months of bills, they lost 1 month ck.	\$50.28						\$50.26	\$50.24	\$150.78
4	Forsgren	600 East						\$273.00			\$273.00
5	HD Supply Waterworks	Water Repairs							\$739.36		\$739.36
6	Les Olson Company	DocuWare Subscription Renewal	\$545.00								\$545.00
7	Logan City	Water Consumption							\$165.86		\$165.86
8	Peterson Plumbing Supply	Water Leak 740 Stewart Hill Crt.							\$327.86		\$327.86
9	Questar	Gas	\$92.42		\$281.39			\$92.75	\$280.04	\$92.75	\$839.35
10	Utah Local Government Trust	Monthly Workers Compensation	\$12.70		\$19.49			\$59.51	\$75.38	\$79.35	\$246.43
11	West Motor Company	Vehicle Maint Parts, Oil, Filter, Inspection						\$23.40	\$11.70	\$11.70	\$46.80
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Page 1 SubTotals

\$12,122.50 \$42.39 \$300.88 \$2,258.25 \$448.66 \$1,650.46 \$8,810.30 \$25,633.44

Page 1 Total Amount to be Paid \$25,633.44

River Heights City
 Financial Summary
 February 28, 2017

	<u>Cash Balance By Fund</u>		Net Change	% of Total
	01/31/17	02/28/17		
General Fund	294,984.11	302,117.05	7,132.94	22.98%
Capital Projects Fund	25,098.03	(3,319.80)	(28,417.83)	-0.25%
Water Fund	182,831.75	188,716.48	5,884.73	14.36%
Sewer Fund	819,890.00	827,060.68	7,170.68	62.91%
Total Cash Balance	<u>1,322,803.89</u>	<u>1,314,574.41</u>	<u>(8,229.48)</u>	100.00%

Budget Summary - June 30, 2017

		YTD Actual	Annual Budget	Unexpended Budget	% Of Budget Incurred	% Of Time Incurred
General Fund						
Revenue		475,913.89	633,970.00	158,056.11	75.07%	66.58%
Expenditures						
	Administrative	95,807.07	154,214.00	58,406.93	62.13%	66.58%
	Office	9,072.99	14,525.00	5,452.01	62.46%	66.58%
	Community Affairs	11,591.54	18,300.00	6,708.46	63.34%	66.58%
	Planning & Zoning	3,071.87	11,100.00	8,028.13	27.67%	66.58%
	Public Safety	83,806.40	99,480.00	15,673.60	84.24%	66.58%
	Roads	57,466.08	104,843.00	47,376.92	54.81%	66.58%
	Parks & Recreation	35,528.60	71,446.00	35,917.40	49.73%	66.58%
	Sanitation	77,642.09	124,000.00	46,357.91	62.61%	66.58%
	Transfer To CP Fund	-	-	-		
Total Expenditures		<u>373,986.64</u>	<u>597,908.00</u>	<u>223,921.36</u>	62.55%	66.58%
Net Revenue Over Expenditures		<u>101,927.25</u>	<u>36,062.00</u>	<u>(65,865.25)</u>		
Capital Projects Fund						
Revenue		37.39	100.00	62.61		66.58%
Expenditures						
	Administrative		28,000.00	28,000.00		66.58%
	Roads	122,416.54	423,000.00	300,583.46		66.58%
	Electricity	4,162.74	-	(4,162.74)		66.58%
Total Expenditures		<u>126,579.28</u>	<u>451,000.00</u>	<u>324,420.72</u>		66.58%
Net Revenue Over Expenditures		<u>(126,541.89)</u>	<u>(450,900.00)</u>	<u>(324,358.11)</u>		
Water Fund						
Revenue		261,589.15	333,600.00	72,010.85	78.41%	66.58%
Expenditures		<u>224,328.08</u>	<u>219,213.00</u>	<u>(5,115.08)</u>	102.33%	66.58%
Net Revenue Over Expenditures		<u>37,261.07</u>	<u>114,387.00</u>	<u>77,125.93</u>		
Sewer Fund						
Revenue		116,058.00	176,312.00	60,254.00	65.83%	66.58%
Expenditures		<u>111,961.41</u>	<u>169,143.00</u>	<u>57,181.59</u>	66.19%	66.58%
Net Revenue Over Expenditures		<u>4,096.59</u>	<u>7,169.00</u>	<u>3,072.41</u>		

ORDINANCE 1-2017

AN ORDINANCE TO ENACT A MORATORIUM ON THE ACCEPTANCE OF ZONING CLEARANCE PERMIT APPLICATIONS FOR NEW HOMES

(Add)

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,

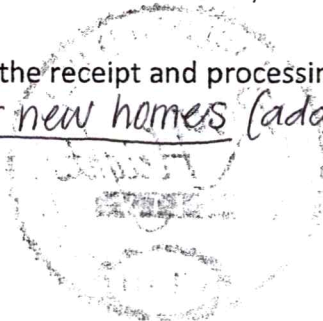
WHEREAS the City finds that there is an urgency to this matter and that such a moratorium should be effective immediately; and,

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 Zoning Clearance Permits; for new homes (add)



2. This moratorium shall last until May 1, 2017, or until the new fees have been adopted, whichever is earlier;
3. This moratorium may be lifted prior to May 1, 2017 upon a joint finding by the City Council, that it would be in the best interest of the City so to do.

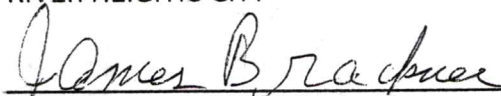
All orders, ordinances and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts, which conflict with this Ordinance, are, for such conflict, repealed, except this repeal shall not be construed to revive any act, order or resolution, or part, repealed.

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 14th day of February, 2017, and after publication or posting as required by law.

RIVER HEIGHTS CITY



James Brackner, Mayor

ATTEST



Sheila Lind, Recorder



NOTES & RESTRICTIONS

(1) ALL EXPENSES INCLUDING THE NECESSARY IMPROVEMENTS OR EXTENSIONS FOR A CULINARY WATER SYSTEM, SANITARY SEWER SYSTEM, GAS SERVICE, ELECTRICAL SERVICE, TELEPHONE SERVICE, CABLE TELEVISION SERVICE, GRADING AND LANDSCAPING, STORM WATER DRAINAGE SYSTEM, CURB AND GUTTERS, FIRE HYDRANTS, PAVEMENT, SIDEWALK, SIGNAGE, STREET LIGHTING, AND OTHER IMPROVEMENTS SHALL BE PAID FOR BY THE SUBDIVIDER.

(2) LOTS 7, 8, AND 9 ARE SUBJECT TO EASEMENTS AS SHOWN FOR STORMWATER DETENTION FACILITIES AND ALSO FOR SETBACK FROM SPRING CREEK AS REQUIRED BY THE U.S. ARMY CORPS OF ENGINEERS (USACE). THESE AREAS MAY NOT BE ALTERED IN GRADE NOR MAY THEY BE BUILT UPON WITHOUT EXPRESS WRITTEN PERMISSION BY THOSE AUTHORIZED TO DO SO.

(3) LOTS 1 THROUGH 7 ARE SUBJECT TO A 20-FOOT WIDE EASEMENT AS SHOWN FOR THE INSTALLATION AND MAINTENANCE OF STORMWATER AND IRRIGATION PIPELINE FACILITIES.

(4) AREAS IN RIVER HEIGHTS CITY HAVE GROUNDWATER PROBLEMS DUE TO THE VARYING DEPTHS OF A FLUCTUATING WATER TABLE. THE CITY'S APPROVAL OF A BUILDING PERMIT OR CONSTRUCTION PLANS DOES NOT CONSTITUTE A REPRESENTATION BY THE CITY THAT BUILDING AT ANY SPECIFIED ELEVATION OR LOCATION WILL SOLVE SUBSURFACE OR GROUNDWATER PROBLEMS. IN ADDITION, CONCERNS FOR BUILDING ELEVATION AND/OR GRADING AND DRAINAGE ARE UNIQUE TO EACH BUILDING LOT AND SITE. RESPONSIBILITY FOR THESE STATED CONCERNS, AND ALL OTHER SUCH CONCERNS RELATED TO A LOT OR OTHER BUILDING SITE, REMAINS SOLELY WITH THE BUILDING PERMIT APPLICANT, PROPERTY OWNER AND/OR CONTRACTOR. RIVER HEIGHTS CITY IS NOT RESPONSIBLE FOR ANY SUBSURFACE OR GROUNDWATER PROBLEMS WHICH MAY OCCUR, NOR FOR OTHER SUCH CONCERNS, INCLUDING, BUT NOT LIMITED TO, BUILDING LOCATION AND/OR ELEVATION, SITE GRADING AND DRAINAGE. THE ELEVATION OF THE BASEMENT FLOOR SHALL NOT EXCEED 4-FOOT BELOW THE NATIVE GRADE OF ANY LOT PER THE CITY ENGINEER.

Resolution Number 1-2017

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that RIVER HEIGHTS informs the Water Quality Board of the following actions taken by the River Heights City Council (Governing Body).

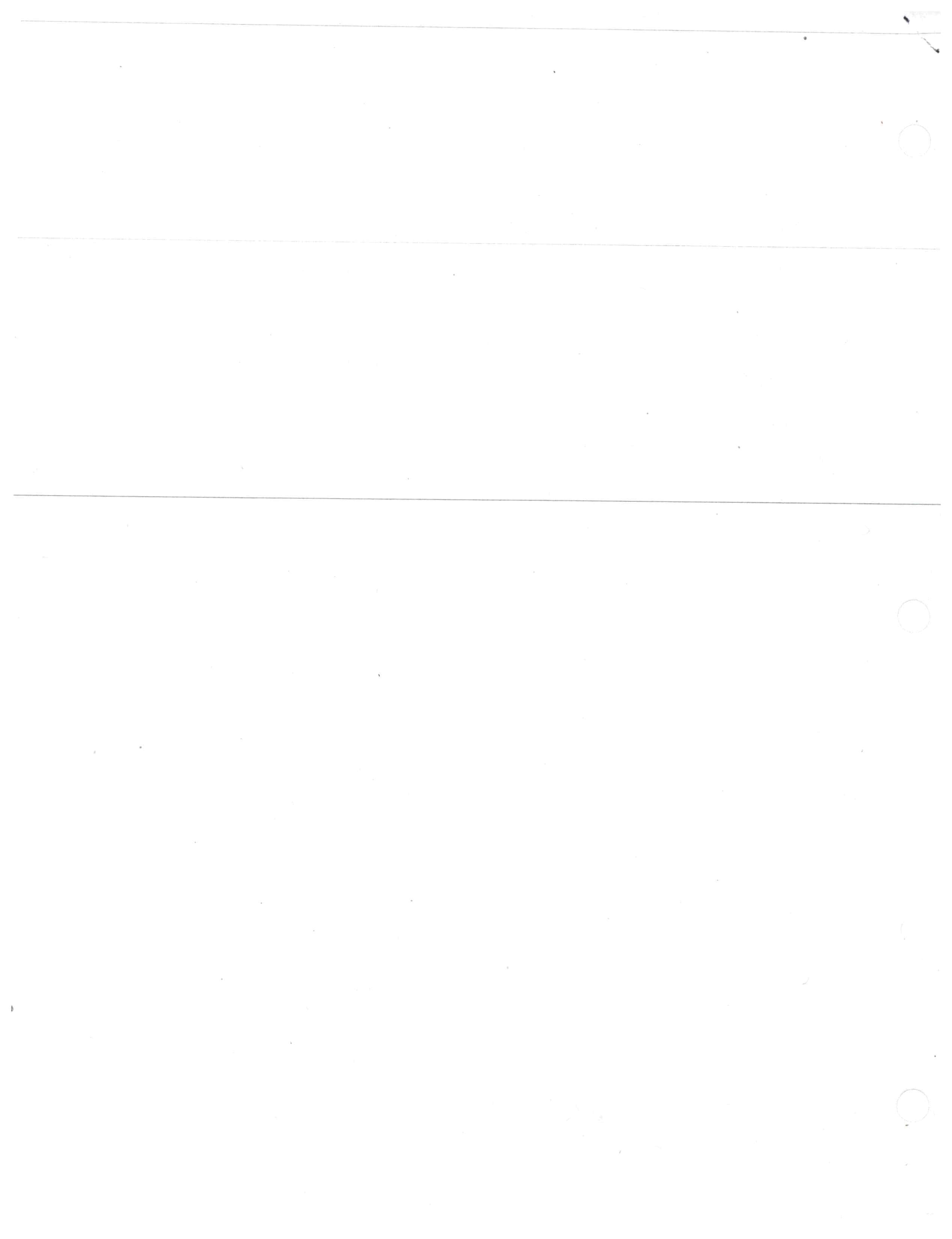
1. Reviewed the attached Municipal Wastewater Planning Program Report for 2016.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (if applicable).

Passed by a (majority) (unanimous) vote on

(Date)

Mayor/Chair

Attest: Recorder/Clerk



STATE OF UTAH

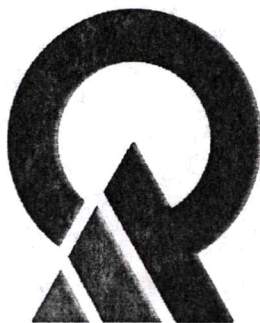
MUNICIPAL WASTEWATER PLANNING PROGRAM

SELF-ASSESSMENT REPORT

FOR

RIVER HEIGHTS

2016



UTAH DEPARTMENT *of*
ENVIRONMENTAL QUALITY

**WATER
QUALITY**

Municipal Wastewater Planning Program (MWPP) Financial Evaluation Section for 2016

Owner Name: RIVER HEIGHTS

Name and Title of Contact Person:

Clayfen Nelson
Public Works Director

Phone: 435-752-2646 x2

E-mail: cnelson@riverheights.org

SUBMIT BY APRIL 15, 2017

Electronic

submission: <http://deq.utah.gov/ProgramsServices/services/submissions/index.htm>

or

Mail to: MWPP - Department of Environmental Quality
Division of Water Quality
195 North 1950 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone: (801) 536-4300

NOTE: This questionnaire has been compiled for your benefit by a state sponsored task force comprised of representatives of local government and service districts. It is designed to assist you in making an evaluation of your wastewater system and financial planning. If you received financial assistance from the Water Quality Board, annual submission of this report is a condition of that assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please call John Mackey, Utah Division of Water Quality: (801) 536-4300.

I. Definitions: The following terms and definitions may help you complete the worksheets and questionnaire:

User Charge (UC) - A fee established for one or more class(es) of users of the wastewater collection and treatment facilities that generate revenues to pay for costs of the system.

Operation and Maintenance Expense - Expenditures incurred for materials, labor, utilities, and other items necessary for managing and maintaining the facility to achieve or maintain the capacity and performance for which it was designed and constructed.

Repair and Replacement Cost - Expenditures incurred during the useful life of the treatment works for obtaining and installing equipment, accessories, and/or appurtenances necessary to maintain the existing capacity and the performance for which the facility was designed and constructed.

Capital Needs - Cost to construct, upgrade or improve the facility.

Capital Improvement Reserve Account - A reserve established to accumulate funds for construction and/or replacement of treatment facilities, collection lines or other capital improvement needs.

Reserve for Debt Service - A reserve for bond repayment as may be defined in accordance with terms of a bond indenture.

Current Debt Service - Interest and principal costs for debt payable this year.

Repair and Replacement Sinking Fund - A fund to accumulate funds for repairs and maintenance to fixed assets not normally included in operation expenses and for replacement costs (defined above).

Part I: OPERATION AND MAINTENANCE

Complete the following table:

Question	Points Earned	Total
Are revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs <i>at this time?</i>	YES = 0 points NO = 25 points	0
Are the projected revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs for the <i>next five years?</i>	YES = 0 points NO = 25 points	0
Does the facility have sufficient staff to ensure proper OM&R?	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for repair & replacement costs?	YES = 0 points NO = 25 points	0
Is the repair & replacement sinking fund adequate to meet anticipated needs?	YES = 0 points NO = 25 points	0
What was the average User Charge fee for 2016?	\$ <u>19.05</u> per month	
TOTAL PART I =		0

Part II: CAPITAL IMPROVEMENTS

Complete the following table:

Question	Points Earned	Total
Are present revenues collected sufficient to cover all costs and provide funding for capital improvements?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <i>next next five years?</i>	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <i>next next ten years?</i>	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <i>next next twenty years?</i>	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for future capital improvements?	YES = 0 points NO = 25 points	0
TOTAL PART II =		0

Part III: GENERAL QUESTIONS

Complete the following table:

Question	Points Earned	Total
Is the wastewater treatment fund a separate enterprise fund/account or district?	YES = 0 points NO = 25 points	0
Are you collecting 95% or more of your sewer billings?	YES = 0 points NO = 25 points	0
Is there a review, at least annually, of user fees?	YES = 0 points NO = 25 points	0
Are bond reserve requirements being met if applicable?	YES = 0 points NO = 25 points	0
TOTAL PART III =		0

Part IV: PROJECTED NEEDS

Estimate as best you can the following:

	2017	2018	2019	2020	2021
Cost of projected capital improvements (in thousands)	15	15	15	15	15

Point Summation

Fill in the point totals from Parts I through III in the blanks provided in the Points column. Add the numbers to determine the MWPP point total that reflects your present financial position for meeting your wastewater needs.

Part	Points
I	0
II	0
III	0
Total	0

Municipal Wastewater Planning Program (MWPP) Collection System Section

Owner Name: RIVER HEIGHTS

Name and Title of Contact Person:

Clayton Nelson
Public Works Director

Phone: 435-752-2646 x2

E-mail: cnelson@riverheights.org

SUBMIT BY APRIL 15, 2017

Electronic

submission: <http://deq.utah.gov/ProgramsServices/services/submissions/index.htm>

or

Mail to: MWPP - Department of Environmental Quality
Division of Water Quality
195 North 1950 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone: (801) 536-4300

Form completed by:

Clayton Nelson
May Receive Continuing Education Units (CEUs)

Part I: SYSTEM AGE

A. What year was your collection system first constructed (approximately)?

Year 1978

B. What is the oldest part of your present system?

Oldest part 39 years

Part II: BYPASSES

A. Please complete the following table:

Question	Number	Points Earned	Total Points
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater in the system due to rain or snowmelt?		0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater due to equipment failure? (except plugged laterals)		0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
TOTAL PART II =			0

B. The Utah Sewer Management Program defines two classes of sanitary sewer overflows (SSOs). Below include the number of SSOs that occurred in 2016.

Class 1 - a Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that:

- (a) affects more than five private structures;
- (b) affects one or more public, commercial or industrial structure(s);
- (c) may result in a public health risk to the general public;
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- (e) discharges to Waters of the state.

Part II: BYPASSES (cont.)

Class 2 – a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.

Number of Class 1 SSOs in Calendar year 2016 0

Number of Class 2 SSOs in Calendar year 2016 0

- C. Please indicate what caused the SSO(s) in B. If needed attach the additional information to this report.

- D. Please specify whether the SSOs were caused by contract or tributary community, etc.

Part III: NEW DEVELOPMENT

A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry or other development moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10 - 20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
TOTAL PART III =		0

Part III: NEW DEVELOPMENT (cont.)

- B. Approximate number of new residential sewer connections in the last year
23 new residential connections
- C. Approximate number of new commercial/industrial connections in the last year
1 new commercial/industrial connections
- D. Approximate number of new population serviced in the last year
69 new people served
- E. Total number of effective residential connections (ERC) served
606 total ERC served

Part IV: OPERATOR CERTIFICATION

A. How many collection system operators are currently employed by your facility?

2 collection system operators employed

B. You are required to have the chief direct responsible charge (DRC) operator(s) certified at COLLECTION I.

What is the current grade of the collection DRC operator(s)? II

C. What is/are the name(s) of your wastewater treatment DRC operator(s)?

Clayton Nelson

D. State of Utah Administrative Rules requires all operators, of public systems, considered to be in DRC to be appropriately certified. List all the operators in your system by their certification class. Attach additional pages if necessary.

Not Certified _____

Small Lagoons _____

Collection I Cameron Reed

Collection II Clayton Nelson

Collection III _____

Collection IV _____

Part IV: OPERATOR CERTIFICATION (cont.)

E. Please complete the following table:

Question	Points Earned	Total Points
Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? (see C)	Yes = 0 points No = 50 points	<input type="radio"/>
How many continuing education units has each of the DRC operator(s) completed over the last 3 years?	3 or more = 0 points less than 3 = 10 points	<input type="radio"/>
TOTAL PART IV =		<input type="radio"/>

Part V: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	<input type="radio"/>
Is it written?	Yes = 0 points No = 20 points	<input type="radio"/>
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	<input type="radio"/>
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	<input type="radio"/>
Do you have a written safety plan?	Yes = 0 points No = 20 points	<input type="radio"/>
TOTAL PART V =		<input type="radio"/>

Part VI: SSMP EVALUATION

- A. Has your system completed its Sewer System Management Plan (SSMP)?
 No _____ Yes
- B. If the SSMP has been completed, has the SSMP been public noticed?
 No _____ Yes (include date of public notice) 2/24/2016
- C. Has the SSMP been approved by the permittee's governing body at a public meeting?
 No _____ Yes
- D. During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?
 No Yes _____ If yes, what components of the plan were changed (i.e. line cleaning, CCTV inspections and manhole inspections and/or SSO events)?

- E. During 2016 was any part of the SSMP audited as part of the five year audit?
 No Yes _____ If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit? _____

- F. Has your system completed its *System Evaluation and Capacity Assurance Plan* (SECAP) as defined by the Utah Sewer Management Program?
 No Yes _____

The following are dates that the SSMP and SECAP are required to be completed, based on population. The SSMP and SECAP must be public noticed and approved by the permittee's governing body in order to be considered complete.

Requirement	Population				
	Less than 2,000	2,000 - 3,500	3,501 - 15,000	15,001 - 50,000	More than 50,000
Completion of SSMP	March 31, 2016	March 31, 2016	September 30, 2016	March 31, 2016	September 30, 2016
Completion of SECAP	Optional	September 30, 2017	September 30, 2016	March 31, 2016	September 30, 2016

Part VII: SUBJECTIVE EVALUATION

This section should be completed with the system operators.

A. Describe the physical condition of the sewer collection system: (lift stations, etc. included)

good/excellent

B. What sewerage system improvements does the community plan to have under consideration for the next 10 years?

inspect, camera, clean

C. Explain problems, other than plugging, that you have experienced over the last year

None

D. Is your community presently involved in formal planning for system expansion/upgrading? If so explain.

No

POINT SUMMATION

Fill in the point totals from Parts II through V in the blanks provided in the Points column. Add the numbers to determine the MWPP point total that your wastewater facility has generated for the past twelve months.

Part	Points
II	0
III	0
IV	0
V	0
Total	0

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Clayton Nelson

Signature of Signatory Official

2/27/2017

Date

Clayton Nelson

Print Name of Signatory Official

Public Works Director

Title

The signatory official is the person authorized to sign permit documents, per R317-8-3.4.