

CITY COUNCIL MEETING
Tuesday, February 15, 2011 7:00 p.m.
Public Safety Building
3925 W Cedar Hills Drive, Cedar Hills, Utah

This meeting may be held electronically via telephone to permit one or more of the council members to participate.

NOTICE is hereby given that the City Council of the City of Cedar Hills, Utah, will hold their Regular City Council Meeting on Tuesday, February 15, 2011, beginning at 7:00 p.m.

COUNCIL MEETING

1. Call to Order, Invocation and Pledge
2. Public Comment: Time has been set aside for the public to express their ideas, concerns, and comments (comments limited to 3 minutes per person with a total of 30 minutes for this item)

CONSENT AGENDA

3. Minutes from the January 18, 2011, Regular City Council Meeting

SCHEDULED ITEMS

4. Review/Action on Request for Proposals for Residential/Municipal Waste and/or Recycling Services
5. Review/Presentation of Second Quarter Financial Statements
6. Presentation/Discussion on Utah County Metro Fire District
7. Review/Action on Appointment of Mayor Pro Tem
8. City Manager Report and Discussion

MAYOR AND COUNCIL REPORTS

9. Board and Committee Reports

EXECUTIVE SESSION

10. Motion to go into Executive Session, Pursuant to Utah State Code 52-4-204 and 52-4-205
* * * EXECUTIVE SESSION * * *
11. Motion to Adjourn Executive Session and Reconvene City Council Meeting

ADJOURNMENT

12. Adjourn

Posted this 10th day of February, 2011.

Kim E. Holindrake, City Recorder

- Supporting documentation for this agenda is posted on the City's Web Site at www.cedarhills.org.
- In accordance with the Americans with Disabilities Act, the City of Cedar Hills will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at 801-785-9668 at least 48 hours in advance of the meeting to be held.
- The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

	CITY OF CEDAR HILLS
	m e m o r a n d u m

TO: Mayor and City Council
FROM: Konrad Hildebrandt, City Manager *Konrad*
DATE: February 15, 2011
SUBJECT: Solid Waste and Recycling Collection RFP

BACKGROUND

The City of Cedar Hills, Utah has put out a 'Request for Proposal' for Solid Waste and Recycling Collection. Bids were submitted and opened on Tuesday, February 15, 2011. Staff will propose which bid is recommended at the meeting.

RECOMMENDATION

Staff recommends that the City Council, by motion, approve a solid waste collection provider and authorize the Mayor to sign a contract with the approved provider.

MOTION

To approve the Mayor to enter into a contract with _____ for solid waste and recycling collection.

KONRAD HILDEBRANDT, CITY MANAGER

3925 WEST CEDAR HILLS DRIVE \$ CEDAR HILLS \$ UTAH \$ 84062
801-785-9668 (OFFICE) \$ 801-796-3543 (FAX)



CITY OF CEDAR HILLS

TO:	Mayor Richardson and City Council
FROM:	Konrad Hildebrandt, City Manager
DATE:	2/9/2011

SUBJECT:	Second Quarter Financial Statements - 2011
APPLICANT PRESENTATION:	
STAFF PRESENTATION:	Becky Tehero
BACKGROUND AND FINDINGS:	
PREVIOUS LEGISLATIVE ACTION:	
FISCAL IMPACT:	
SUPPORTING DOCUMENTS:	2011 Second Quarter Financial Statements (unaudited)
RECOMMENDATION:	To review the attached financial statements
MOTION:	

CITY OF CEDAR HILLS
COMBINED CASH INVESTMENT
DECEMBER 31, 2010

COMBINED CASH ACCOUNTS

01-11110	CASH - OPERATING CHECKING	679,950.08
01-11610	PTIF - GENERAL #0216	1,722,726.60
01-11750	CASH CLEARING - UM	(190.00)
01-11775	CASH CLEARING - AR	(528.85)
	TOTAL COMBINED CASH	2,401,957.83
01-10100	CASH ALLOCATED TO OTHER FUNDS	(2,401,957.83)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	565,376.62
40	ALLOCATION TO CAPITAL PROJECT FUND	2,398,315.87
51	ALLOCATION TO WATER AND SEWER FUND	977,946.26
60	ALLOCATION TO MOTOR POOL FUND	69,688.05
75	ALLOCATION TO GOLF COURSE FUND	(1,609,368.97)
	TOTAL ALLOCATIONS TO OTHER FUNDS	2,401,957.83
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(2,401,957.83)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF CEDAR HILLS
BALANCE SHEET
DECEMBER 31, 2010

GENERAL FUND

ASSETS

10-10100	CASH - COMBINED FUND	565,376.62	
10-10111	PTIF - B&C ROADS #3145	286,161.70	
10-10112	PTIF - CARE TAX #5290	33,141.02	
10-13100	AR - NON-UTILITY	55,908.74	
10-13105	ALLOWANCE FOR DOUBTFUL ACCTS	(12,552.72)	
10-13110	AR - GARB, RECY, ZONING, & EMT	57,319.34	
10-13115	ALLOWANCE FOR DOUBTFUL ACCTS	(8,139.11)	
10-13135	LPPSD RECEIVABLE	528.85	
10-13145	COBRA RECEIVABLE	278.00	
10-13150	AR - FRANCHISE TAXES	22,975.38	
10-13155	AR - INTERGOVERNMENTAL	241,737.75	
10-13500	AR - PROPERTY TAXES	654,278.89	
	TOTAL ASSETS		1,897,014.46

LIABILITIES AND EQUITY

LIABILITIES

10-20200	ACCOUNTS PAYABLE	7,772.53	
10-22290	MISC DEDUCTIONS PAYABLE	(627.79)	
10-22600	DEVELOPER DEPOSIT	18,589.40	
10-22601	J-2 BOND PAYABLE	40,364.49	
10-22930	REFUNDABLE DEPOSIT-PERFORMANCE	57,000.00	
10-22950	REFUNDABLE DEPOSIT-LANDSCAPE	2,000.00	
10-26000	DEFERRED ASSESSMENT REVENUE	628,340.00	
	TOTAL LIABILITIES		753,438.63

FUND EQUITY

10-28100	RESERVED FOR CLASS C ROADS	343,052.70	
10-28200	RESERVED FOR CARE TAX PROJECTS	38,456.03	
	UNAPPROPRIATED FUND BALANCE:		
10-29800	FUND BALANCE - BEGINNING OF YR	489,426.86	
	REVENUE OVER EXPENDITURES - YTD	272,640.24	
	BALANCE - CURRENT DATE	762,067.10	
	TOTAL FUND EQUITY		1,143,575.83
	TOTAL LIABILITIES AND EQUITY		1,897,014.46

CITY OF CEDAR HILLS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-100	PROPERTY TAXES	474,780.35	474,780.35	630,000.00	155,219.65 75.4
10-31-150	MOTOR VEHICLE TAXES	61,918.69	61,918.69	120,000.00	58,081.31 51.6
10-31-200	DELINQUENT TAXES	7,364.04	7,364.04	75,000.00	67,635.96 9.8
10-31-250	PENALTY & INTEREST - TAXES	281.68	281.68	5,000.00	4,718.32 5.6
10-31-275	FEE IN LIEU OF TAXES	1,321.72	1,321.72	1,000.00	(321.72) 132.2
10-31-300	SALES & USE TAXES	470,826.93	470,826.93	950,000.00	479,173.07 49.6
10-31-350	CARE TAX	16,193.00	16,193.00	28,000.00	11,807.00 57.8
10-31-400	FRANCHISE TAXES	163,946.80	163,946.80	320,000.00	156,053.20 51.2
10-31-500	TELECOM TAX	62,911.14	62,911.14	120,000.00	57,088.86 52.4
	TOTAL TAXES	1,259,544.35	1,259,544.35	2,249,000.00	989,455.65 56.0
<u>LICENSES AND PERMITS</u>					
10-32-190	BUSINESS LICENSE	7,975.00	7,975.00	22,000.00	14,025.00 36.3
10-32-200	BUILDING PERMITS	5,398.01	5,398.01	30,000.00	24,601.99 18.0
10-32-210	PLAN CHECK FEES	4,781.20	4,781.20	10,500.00	5,718.80 45.5
10-32-260	MISCELLANEOUS INSPECTION FEES	932.50	932.50	1,500.00	567.50 62.2
	TOTAL LICENSES AND PERMITS	19,086.71	19,086.71	64,000.00	44,913.29 29.8
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-400	LPPSD RENT	16,200.00	16,200.00	16,200.00	.00 100.0
10-33-500	CLASS C ROADS FUND	130,067.99	130,067.99	225,000.00	94,932.01 57.8
10-33-600	LIQUOR ALLOTMENT	5,733.06	5,733.06	5,600.00	(133.06) 102.4
	TOTAL INTERGOVERNMENTAL REVENUE	152,001.05	152,001.05	246,800.00	94,798.95 61.6
<u>FEES</u>					
10-34-110	GARBAGE FEES	178,026.61	178,026.61	350,000.00	171,973.39 50.9
10-34-120	RECYCLING	23,692.28	23,692.28	40,000.00	16,307.72 59.2
10-34-200	PENALTY FEES - NON-UTILITY	1,827.24	1,827.24	2,000.00	172.76 91.4
10-34-350	ZONING VIOLATION FEE	3,115.00	3,115.00	.00	(3,115.00) .0
10-34-360	WEED ABATEMENT FEES	506.25	506.25	3,000.00	2,493.75 16.9
10-34-450	PARAMEDIC FEE	28,514.15	28,514.15	55,000.00	26,485.85 51.8
	TOTAL FEES	235,681.53	235,681.53	450,000.00	214,318.47 52.4

CITY OF CEDAR HILLS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>RECREATION & CULTURE REVENUE</u>					
10-35-100 FAMILY FESTIVAL INCOME	.00	.00	25,000.00	25,000.00	.0
10-35-110 RECREATION PROGRAMS	42,541.56	42,541.56	30,000.00	(12,541.56)	141.8
10-35-120 OTHER RECREATION REVENUE	763.74	763.74	.00	(763.74)	.0
TOTAL RECREATION & CULTURE REVENUE	43,305.30	43,305.30	55,000.00	11,694.70	78.7
<u>MISCELLANEOUS REVENUE</u>					
10-36-100 INTEREST INCOME	4,207.72	4,207.72	12,000.00	7,792.28	35.1
10-36-800 BEG CLASS C ROAD FUND BALANCE	.00	.00	332,200.00	332,200.00	.0
10-36-802 CONTRIBUTION FROM FUND BALANCE	.00	.00	22,400.00	22,400.00	.0
10-36-900 OTHER INCOME	7,225.68	7,225.68	20,000.00	12,774.32	36.1
TOTAL MISCELLANEOUS REVENUE	11,433.40	11,433.40	386,600.00	375,166.60	3.0
TOTAL FUND REVENUE	1,721,052.34	1,721,052.34	3,451,400.00	1,730,347.66	49.9

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-40-200	2,496.48	2,496.48	12,000.00	9,503.52	20.8
10-40-220	9,786.88	9,786.88	22,000.00	12,213.12	44.5
10-40-221	385.40	385.40	4,000.00	3,614.60	9.6
10-40-240	17,924.60	17,924.60	22,400.00	4,475.40	80.0
10-40-250	8,149.50	8,149.50	11,500.00	3,350.50	70.9
10-40-260	392.16	392.16	11,000.00	10,607.84	3.6
10-40-280	3,685.73	3,685.73	22,000.00	18,314.27	16.8
10-40-281	920.00	920.00	2,500.00	1,580.00	36.8
10-40-290	2,410.38	2,410.38	9,500.00	7,089.62	25.4
10-40-305	24,050.82	24,050.82	74,000.00	49,949.18	32.5
10-40-315	19,500.00	19,500.00	19,500.00	.00	100.0
10-40-330	43,695.98	43,695.98	71,500.00	27,804.02	61.1
10-40-510	2,508.69	2,508.69	18,500.00	15,991.31	13.6
10-40-975	.00	.00	2,500.00	2,500.00	.0
TOTAL GENERAL GOVERNMENT	135,906.62	135,906.62	302,900.00	166,993.38	44.9
<u>MAYOR/COUNCIL</u>					
10-41-110	24,600.00	24,600.00	49,200.00	24,600.00	50.0
10-41-115	1,600.00	1,600.00	4,200.00	2,600.00	38.1
10-41-150	2,063.64	2,063.64	4,000.00	1,936.36	51.6
10-41-200	60.00	60.00	1,000.00	940.00	6.0
10-41-210	.00	.00	100.00	100.00	.0
10-41-211	.00	.00	5,500.00	5,500.00	.0
10-41-290	2,700.00	2,700.00	5,400.00	2,700.00	50.0
TOTAL MAYOR/COUNCIL	31,023.64	31,023.64	69,400.00	38,376.36	44.7
<u>ADMINISTRATIVE SERVICES</u>					
10-44-110	69,224.07	69,224.07	153,600.00	84,375.93	45.1
10-44-111	122.97	122.97	300.00	177.03	41.0
10-44-120	3,506.36	3,506.36	15,400.00	11,893.64	22.8
10-44-150	33,651.01	33,651.01	68,250.00	34,598.99	49.3
10-44-200	223.07	223.07	1,000.00	776.93	22.3
10-44-210	1,192.25	1,192.25	1,500.00	307.75	79.5
10-44-211	438.00	438.00	4,000.00	3,562.00	11.0
10-44-290	344.95	344.95	1,400.00	1,055.05	24.6
TOTAL ADMINISTRATIVE SERVICES	108,702.68	108,702.68	245,450.00	136,747.32	44.3

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CITY RECORDER</u>					
10-45-110 SALARY & WAGES (FT)	19,805.87	19,805.87	45,200.00	25,394.13	43.8
10-45-111 OVERTIME	.00	.00	700.00	700.00	.0
10-45-120 SALARY & WAGES (PT)	7,045.78	7,045.78	15,500.00	8,454.22	45.5
10-45-150 EMPLOYEE BENEFITS	12,283.72	12,283.72	25,400.00	13,116.28	48.4
10-45-200 MATERIALS & SUPPLIES	451.06	451.06	1,000.00	548.94	45.1
10-45-210 DUES & SUBSCRIPTIONS	250.00	250.00	700.00	450.00	35.7
10-45-211 EDUCATION & TRAINING	500.00	500.00	3,000.00	2,500.00	16.7
10-45-215 CONTRACT LABOR	847.50	847.50	3,250.00	2,402.50	26.1
10-45-250 CITY CODE	.00	.00	2,500.00	2,500.00	.0
10-45-300 DOCUMENT IMAGING	.00	.00	1,200.00	1,200.00	.0
10-45-350 OTHER EVENTS	850.00	850.00	4,000.00	3,150.00	21.3
TOTAL CITY RECORDER	42,033.93	42,033.93	102,450.00	60,416.07	41.0
<u>FINANCE DEPARTMENT</u>					
10-50-110 SALARY & WAGES (FT)	46,069.29	46,069.29	104,050.00	57,980.71	44.3
10-50-111 OVERTIME	.00	.00	900.00	900.00	.0
10-50-150 EMPLOYEE BENEFITS	23,451.86	23,451.86	48,850.00	25,398.14	48.0
10-50-200 MATERIALS & SUPPLIES	657.78	657.78	1,000.00	342.22	65.8
10-50-210 DUES & SUBSCRIPTIONS	450.00	450.00	500.00	50.00	90.0
10-50-211 EDUCATION & TRAINING	1,215.65	1,215.65	2,200.00	984.35	55.3
TOTAL FINANCE DEPARTMENT	71,844.58	71,844.58	157,500.00	85,655.42	45.6
<u>PUBLIC SAFETY</u>					
10-55-300 FIRE SERVICES	166,548.66	166,548.66	362,000.00	195,451.34	46.0
10-55-400 POLICE SERVICES	185,403.44	185,403.44	382,000.00	196,596.56	48.5
10-55-500 CROSSING GUARDS	6,105.20	6,105.20	22,400.00	16,294.80	27.3
10-55-600 ANIMAL CONTROL	5,742.00	5,742.00	5,750.00	8.00	99.9
TOTAL PUBLIC SAFETY	363,799.30	363,799.30	772,150.00	408,350.70	47.1
<u>BUILDING & ZONING</u>					
10-60-110 SALARY & WAGES (FT)	33,976.86	33,976.86	78,600.00	44,623.14	43.2
10-60-111 OVERTIME	.00	.00	950.00	950.00	.0
10-60-150 EMPLOYEE BENEFITS	17,147.32	17,147.32	36,400.00	19,252.68	47.1
10-60-200 MATERIALS & SUPPLIES	9.96	9.96	800.00	790.04	1.3
10-60-210 DUES & SUBSCRIPTIONS	310.00	310.00	1,000.00	690.00	31.0
10-60-211 EDUCATION & TRAINING	12.92	12.92	2,000.00	1,987.08	.7
10-60-265 TOOLS & EQUIPMENT	.00	.00	500.00	500.00	.0
10-60-290 COMMUNICATIONS/TELEPHONE	184.17	184.17	700.00	515.83	26.3
TOTAL BUILDING & ZONING	51,641.23	51,641.23	120,950.00	69,308.77	42.7

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
10-61-110 SALARY & WAGES (FT)	51,413.22	51,413.22	118,200.00	66,786.78	43.5
10-61-111 OVERTIME	357.63	357.63	2,600.00	2,242.37	13.8
10-61-120 SALARY & WAGES (PT)	1,536.00	1,536.00	4,200.00	2,664.00	36.6
10-61-150 EMPLOYEE BENEFITS	34,403.55	34,403.55	68,750.00	34,346.45	50.0
10-61-200 MATERIALS & SUPPLIES	883.20	883.20	8,100.00	7,216.80	10.9
10-61-210 DUES & SUBSCRIPTIONS	244.60	244.60	500.00	255.40	48.9
10-61-211 EDUCATION & TRAINING	126.80	126.80	2,000.00	1,873.20	6.3
10-61-250 REPAIRS & MAINTENANCE	2,444.43	2,444.43	7,000.00	4,555.57	34.9
10-61-265 TOOLS & EQUIPMENT	221.27	221.27	6,000.00	5,778.73	3.7
10-61-290 COMMUNICATIONS/TELEPHONE	434.45	434.45	1,600.00	1,165.55	27.2
10-61-310 ENGINEERING SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL PUBLIC WORKS	92,065.15	92,065.15	220,950.00	128,884.85	41.7
<u>STREETS</u>					
10-62-410 STREET LIGHTS - O&M	20,871.61	20,871.61	42,000.00	21,128.39	49.7
10-62-420 SIGNS	1,673.09	1,673.09	20,000.00	18,326.91	8.4
10-62-430 WEED CONTROL	10.00	10.00	3,000.00	2,990.00	.3
10-62-440 STREETS EXPENSE	231,906.57	231,906.57	375,000.00	143,093.43	61.8
10-62-450 SNOW REMOVAL	10,206.95	10,206.95	35,000.00	24,793.05	29.2
10-62-460 STREET SWEEPING	2,462.60	2,462.60	10,000.00	7,537.40	24.6
10-62-470 SIDEWALK MAINTENANCE	5,601.58	5,601.58	40,000.00	34,398.42	14.0
TOTAL STREETS	272,732.40	272,732.40	525,000.00	252,267.60	52.0
<u>SOLID WASTE</u>					
10-63-300 SOLID WASTE SERVICES	146,510.26	146,510.26	300,000.00	153,489.74	48.8
10-63-400 RECYCLING	25,649.26	25,649.26	50,000.00	24,350.74	51.3
10-63-975 BAD DEBT - GARBAGE & RECYCLING	.00	.00	2,800.00	2,800.00	.0
TOTAL SOLID WASTE	172,159.52	172,159.52	352,800.00	180,640.48	48.8
<u>PARKS</u>					
10-64-240 PARK SUPPLIES & MAINTENANCE	58,707.79	58,707.79	125,000.00	66,292.21	47.0
10-64-260 PROVO RIVER CANAL TRAIL	.00	.00	3,100.00	3,100.00	.0
TOTAL PARKS	58,707.79	58,707.79	128,100.00	69,392.21	45.8

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY SERVICES</u>					
10-65-110 SALARY & WAGES (FT)	15,422.87	15,422.87	42,000.00	26,577.13	36.7
10-65-111 OVERTIME	148.69	148.69	500.00	351.31	29.7
10-65-120 SALARY & WAGES (PT)	4,283.87	4,283.87	17,100.00	12,816.13	25.1
10-65-150 EMPLOYEE BENEFITS	7,847.55	7,847.55	16,900.00	9,052.45	46.4
10-65-200 MATERIALS & SUPPLIES	152.27	152.27	800.00	647.73	19.0
10-65-210 DUES & SUBSCRIPTIONS	.00	.00	250.00	250.00	.0
10-65-211 EDUCATION & TRAINING	.00	.00	1,500.00	1,500.00	.0
10-65-300 RECREATION EXPENSES	.00	.00	500.00	500.00	.0
10-65-400 RECREATION PROGRAMS	11,940.01	11,940.01	25,000.00	13,059.99	47.8
10-65-500 LIBRARY EXPENSES	8,000.00	8,000.00	14,000.00	6,000.00	57.1
10-65-600 FAMILY FESTIVAL CELEBRATION	.00	.00	45,000.00	45,000.00	.0
10-65-601 OTHER EVENTS	.00	.00	2,000.00	2,000.00	.0
10-65-605 YOUTH CITY COUNCIL	.00	.00	2,500.00	2,500.00	.0
TOTAL COMMUNITY SERVICES	47,795.26	47,795.26	168,050.00	120,254.74	28.4
<u>OTHER USES OF FUNDS</u>					
10-69-910 TRANSFERS TO CP FUND	.00	.00	178,845.00	178,845.00	.0
10-69-911 TRANSFER TO MOTOR POOL FUND	.00	.00	78,855.00	78,855.00	.0
10-69-912 TRANSFER TO RESERVES	.00	.00	28,000.00	28,000.00	.0
TOTAL OTHER USES OF FUNDS	.00	.00	285,700.00	285,700.00	.0
TOTAL FUND EXPENDITURES	1,448,412.10	1,448,412.10	3,451,400.00	2,002,987.90	42.0
NET REVENUE OVER EXPENDITURES	272,640.24	272,640.24	.00	(272,640.24)	.0

CITY OF CEDAR HILLS
BALANCE SHEET
DECEMBER 31, 2010

CAPITAL PROJECT FUND

ASSETS

40-10100	CASH - COMBINED FUND	2,398,315.87	
40-13100	ACCOUNTS RECEIVABLE	713.79	
40-14100	PTIF - PUBLIC SAFETY IF #2508	206,934.95	
40-14120	PTIF - PARK LAND IF #2510	489,672.22	
40-14130	PTIF - RECREATION IF #2511	2,836,836.85	
40-14140	PTIF - STREETS IF #2513	671,833.23	
40-14150	1999 PSB BOND - BOND & RESERVE	72,148.36	
40-14165	2006 PWB BOND - DEBT RESERVE	176,525.59	
40-14167	2006 PWB BOND - BOND FUND	77,955.29	
	TOTAL ASSETS		6,930,936.15

LIABILITIES AND EQUITY

LIABILITIES

40-20200	ACCOUNTS PAYABLE	5,043.25	
	TOTAL LIABILITIES		5,043.25

FUND EQUITY

40-28200	RESERVED FOR DEBT	354,806.29	
40-28600	RESERVED FOR PARK LAND	486,177.91	
40-28700	RESERVED FOR RECREATION	2,815,642.48	
40-28800	RESERVED FOR PUBLIC SAFETY	203,206.87	
40-28900	RESERVED FOR STREETS	664,809.05	
	UNAPPROPRIATED FUND BALANCE:		
40-29800	FUND BALANCE - BEGINNING OF YR	2,497,857.54	
	REVENUE OVER EXPENDITURES - YTD	(96,607.24)	
	BALANCE - CURRENT DATE	2,401,250.30	
	TOTAL FUND EQUITY		6,925,892.90
	TOTAL LIABILITIES AND EQUITY		6,930,936.15

CITY OF CEDAR HILLS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

CAPITAL PROJECT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
40-30-100 IMPACT FEES - PARK DEVELOPMENT	3,510.00	3,510.00	7,020.00	3,510.00	50.0
40-30-110 IMPACT FEES - PARK LAND	13,134.00	13,134.00	26,268.00	13,134.00	50.0
40-30-120 IMPACT FEES - RECREATION	4,920.00	4,920.00	9,840.00	4,920.00	50.0
40-30-130 IMPACT FEES - PUBLIC SAFETY	1,611.00	1,611.00	3,222.00	1,611.00	50.0
40-30-140 IMPACT FEES - STREETS	3,942.00	3,942.00	7,884.00	3,942.00	50.0
40-30-600 INTEREST INCOME	12,656.36	12,656.36	30,000.00	17,343.64	42.2
40-30-700 GRANT INCOME	5,609.26	5,609.26	5,000.00	(609.26)	112.2
40-30-801 TRANSFER IN FROM GENERAL FUND	.00	.00	178,845.00	178,845.00	.0
40-30-802 TRANSFER IN FROM W&S FUND	.00	.00	76,625.00	76,625.00	.0
40-30-900 TRANSFERS IN FROM IF RESERVES	.00	.00	3,794,366.00	3,794,366.00	.0
40-30-990 FUND BALANCE	.00	.00	2,003,000.00	2,003,000.00	.0
TOTAL REVENUES	45,382.62	45,382.62	6,142,070.00	6,096,687.38	.7
TOTAL FUND REVENUE	45,382.62	45,382.62	6,142,070.00	6,096,687.38	.7

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

CAPITAL PROJECT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET PROJECTS</u>					
40-78-731	.00	.00	15,000.00	15,000.00	.0
40-78-778	.00	.00	25,000.00	25,000.00	.0
40-78-779	(713.79)	(713.79)	25,000.00	25,713.79	(2.9)
40-78-781	.00	.00	500,000.00	500,000.00	.0
40-78-783	.00	.00	12,200.00	12,200.00	.0
TOTAL STREET PROJECTS	(713.79)	(713.79)	577,200.00	577,913.79	(.1)
<u>PARK PROJECTS</u>					
40-80-802	.00	.00	972,000.00	972,000.00	.0
40-80-803	.00	.00	1,500,000.00	1,500,000.00	.0
40-80-819	.00	.00	20,000.00	20,000.00	.0
TOTAL PARK PROJECTS	.00	.00	2,492,000.00	2,492,000.00	.0
<u>MISCELLANEOUS CAPITAL PROJECTS</u>					
40-95-190	1,500.00	1,500.00	10,000.00	8,500.00	15.0
40-95-200	26,530.00	26,530.00	2,850,000.00	2,823,470.00	.9
40-95-210	.00	.00	3,000.00	3,000.00	.0
TOTAL MISCELLANEOUS CAPITAL PROJECTS	28,030.00	28,030.00	2,863,000.00	2,834,970.00	1.0
<u>BOND PAYMENTS</u>					
40-98-100	.00	.00	40,000.00	40,000.00	.0
40-98-105	53,173.65	53,173.65	105,850.00	52,676.35	50.2
40-98-200	60,000.00	60,000.00	60,000.00	.00	100.0
40-98-795	1,500.00	1,500.00	4,020.00	2,520.00	37.3
TOTAL BOND PAYMENTS	114,673.65	114,673.65	209,870.00	95,196.35	54.6
TOTAL FUND EXPENDITURES	141,989.86	141,989.86	6,142,070.00	6,000,080.14	2.3
NET REVENUE OVER EXPENDITURES	(96,607.24)	(96,607.24)	.00	96,607.24	.0

CITY OF CEDAR HILLS
BALANCE SHEET
DECEMBER 31, 2010

WATER AND SEWER FUND

ASSETS

51-10100	CASH - COMBINED FUND	977,946.26	
51-10105	2006 PI BOND - BOND FUND	203,310.33	
51-10115	2007 WELL BOND - BOND FUND	296,238.18	
51-10116	2007 WELL BOND - DEBT RESERVE	61,036.70	
51-10117	2007 WELL BOND - CONSTRUCTION	111.35	
51-10118	2009 PI BOND - BOND FUND	43,070.89	
51-11240	INVESTMENT WATER STOCK	3,311,559.48	
51-13100	AR - WATER, SEWER, & SD	324,530.38	
51-13190	ALLOWANCE FOR DOUBTFUL ACCTS	(38,801.74)	
51-14160	PTIF - 80 ROD IF #2506	73,730.40	
51-14170	PTIF - S AQUEDUCT IF #2507	137,861.07	
51-14180	PTIF - CULINARY WATER IF #2512	451,908.72	
51-14196	PTIF - WELL CAP FACILITY #5291	65,472.81	
51-14199	PTIF - WATER SHARES #4828	911.83	
51-16400	STORM DRAIN IMPROVEMENTS	3,115,094.01	
51-16410	ACCUMULATED DEPR - STORM DRAIN	(600,159.29)	
51-16500	WATER IMPROVEMENTS	19,047,155.35	
51-16510	ACCUMULATED DEPR - WATER IMP	(3,382,521.84)	
51-16600	SEWER IMPROVEMENTS	6,457,145.40	
51-16610	ACCUMULATED DEPR - SEWER IMP	(1,589,435.71)	
51-16700	BOND COSTS	177,020.43	
51-16710	ACCUMULATED AMORTIZATION	(32,160.60)	
	TOTAL ASSETS		<u>29,101,024.41</u>

LIABILITIES AND EQUITY

LIABILITIES

51-20200	ACCOUNTS PAYABLE	106,699.09	
51-20250	ACCRUED INTEREST PAYABLE	113,794.43	
51-20400	PAYABLE TO TSSD (IMPACT FEES)	3,812.00	
51-22225	LEAVE TIME ACCRUAL	24,102.62	
51-24350	NOTE PAYABLE - LPL	336,133.00	
51-24705	2006 PI BOND	5,405,000.00	
51-24710	2007 WELL BOND	1,928,000.00	
51-24715	2009 PI BOND	905,000.00	
	TOTAL LIABILITIES		<u>8,822,541.14</u>

FUND EQUITY

51-28200	RESERVED FOR PR IRRIGATION	.08
51-28300	RESERVED FOR WATER	420,532.32
51-28400	RESERVED FOR WASTEWATER S AQUE	137,485.65
51-28525	RESERVED FOR WELL REPLACEMENT	65,296.54
51-28550	RESERVED FOR WELL CONSTRUCTION	248,049.19
51-28700	RESERVED FOR 80 ROD	73,529.62
51-28800	RESERVED FOR DEBT SERVICE	254,194.12

CITY OF CEDAR HILLS
BALANCE SHEET
DECEMBER 31, 2010

WATER AND SEWER FUND

UNAPPROPRIATED FUND BALANCE:			
51-29800	RETAINED EARNINGS-BEGIN OF YR	19,052,135.26	
	REVENUE OVER EXPENDITURES - YTD	<u>27,260.49</u>	
	BALANCE - CURRENT DATE		<u>19,079,395.75</u>
	TOTAL FUND EQUITY		<u>20,278,483.27</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>29,101,024.41</u></u>

CITY OF CEDAR HILLS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

WATER AND SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STORM DRAIN REVENUE</u>					
51-35-110 STORM DRAIN - RESIDENTS	91,944.53	91,944.53	180,000.00	88,055.47	51.1
TOTAL STORM DRAIN REVENUE	91,944.53	91,944.53	180,000.00	88,055.47	51.1
<u>WATER REVENUE</u>					
51-37-110 WATER FEES - RESIDENTS	225,342.13	225,342.13	415,000.00	189,657.87	54.3
51-37-111 WATER FEES - AMERICAN FORK	.00	.00	18,000.00	18,000.00	.0
51-37-112 WATER FEES - CONTRACTOR	450.00	450.00	900.00	450.00	50.0
51-37-113 PI FEES - USAGE RATE	211,378.62	211,378.62	415,000.00	203,621.38	50.9
51-37-114 PI FEES - BASE RATE	238,010.83	238,010.83	465,000.00	226,989.17	51.2
51-37-115 CUP	72,579.10	72,579.10	142,500.00	69,920.90	50.9
51-37-160 WATER LATERAL INSPECTION	225.00	225.00	450.00	225.00	50.0
51-37-190 WATER METERS	(3,375.00)	(3,375.00)	2,250.00	5,625.00	(150.0)
51-37-350 WATER IMPACT FEES	6,501.00	6,501.00	10,000.00	3,499.00	65.0
TOTAL WATER REVENUE	751,111.68	751,111.68	1,469,100.00	717,988.32	51.1
<u>SEWER REVENUE</u>					
51-38-110 SEWER FEES - RESIDENTS	437,764.10	437,764.10	850,000.00	412,235.90	51.5
51-38-160 SEWER LATERAL INSPECTION	225.00	225.00	450.00	225.00	50.0
51-38-660 SEWER IMPACT FEES - 80 ROD	276.00	276.00	200.00	(76.00)	138.0
51-38-670 SEWER IMPACT FEES - S AQUADUCT	.00	.00	2,350.00	2,350.00	.0
TOTAL SEWER REVENUE	438,265.10	438,265.10	853,000.00	414,734.90	51.4
<u>MISCELLANEOUS REVENUE</u>					
51-39-200 PENALTY FEES	26,788.95	26,788.95	55,000.00	28,211.05	48.7
51-39-410 INTEREST INCOME	2,571.11	2,571.11	10,000.00	7,428.89	25.7
51-39-600 UTILITY SETUP FEES	5,700.00	5,700.00	10,000.00	4,300.00	57.0
51-39-802 TRANSFER IN FROM IF RESERVES	.00	.00	415,850.00	415,850.00	.0
51-39-900 OTHER INCOME	60.00	60.00	500.00	440.00	12.0
TOTAL MISCELLANEOUS REVENUE	35,120.06	35,120.06	491,350.00	456,229.94	7.2
TOTAL FUND REVENUE	1,316,441.37	1,316,441.37	2,993,450.00	1,677,008.63	44.0

CITY OF CEDAR HILLS
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

WATER AND SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORM DRAIN</u>					
51-72-110 SALARY & WAGES (FT)	53,962.52	53,962.52	124,650.00	70,687.48	43.3
51-72-111 OVERTIME	332.77	332.77	2,450.00	2,117.23	13.6
51-72-120 SALARY & WAGES (PT)	1,536.00	1,536.00	4,200.00	2,664.00	36.6
51-72-150 EMPLOYEE BENEFITS	34,005.88	34,005.88	69,500.00	35,494.12	48.9
51-72-200 STORM DRAIN SUPPLIES	475.98	475.98	1,000.00	524.02	47.6
51-72-210 DUES & SUBSCRIPTIONS	1,560.00	1,560.00	2,000.00	440.00	78.0
51-72-211 EDUCATION & TRAINING	.00	.00	500.00	500.00	.0
51-72-240 COMPUTER EXPENSES	.00	.00	1,200.00	1,200.00	.0
51-72-265 TOOLS & EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
51-72-290 COMMUNICATIONS/TELEPHONE	344.57	344.57	1,400.00	1,055.43	24.6
51-72-310 ENGINEERING SERVICES	3,350.00	3,350.00	10,000.00	6,650.00	33.5
51-72-330 PROFESSIONAL/TECHNICAL	2,204.93	2,204.93	54,500.00	52,295.07	4.1
51-72-470 TESTING	.00	.00	200.00	200.00	.0
51-72-510 INSURANCE	85.82	85.82	4,400.00	4,314.18	2.0
51-72-751 STORM DRAIN MAINTENANCE	.00	.00	50,000.00	50,000.00	.0
51-72-960 DEPRECIATION - STORM DRAIN	30,117.62	30,117.62	59,750.00	29,632.38	50.4
51-72-975 BAD DEBT - STORM DRAIN	.00	.00	1,300.00	1,300.00	.0
TOTAL STORM DRAIN	127,976.09	127,976.09	388,050.00	260,073.91	33.0

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

WATER AND SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER</u>					
51-73-110 SALARY & WAGES (FT)	90,179.98	90,179.98	205,300.00	115,120.02	43.9
51-73-111 OVERTIME	403.25	403.25	3,250.00	2,846.75	12.4
51-73-120 SALARY & WAGES (PT)	3,743.92	3,743.92	8,600.00	4,856.08	43.5
51-73-150 EMPLOYEE BENEFITS	56,515.59	56,515.59	113,300.00	56,784.41	49.9
51-73-200 WATER SUPPLIES	1,213.06	1,213.06	2,500.00	1,286.94	48.5
51-73-210 DUES & SUBSCRIPTIONS	.00	.00	1,700.00	1,700.00	.0
51-73-211 EDUCATION & TRAINING	181.66	181.66	3,500.00	3,318.34	5.2
51-73-240 COMPUTER EXPENSES	.00	.00	3,000.00	3,000.00	.0
51-73-260 OFFICE EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
51-73-265 TOOLS & EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
51-73-280 UTILITIES	158,227.35	158,227.35	228,000.00	69,772.65	69.4
51-73-282 BLUE STAKES	370.68	370.68	1,000.00	629.32	37.1
51-73-290 COMMUNICATIONS/TELEPHONE	527.47	527.47	2,000.00	1,472.53	26.4
51-73-310 ENGINEERING SERVICES	.00	.00	1,000.00	1,000.00	.0
51-73-330 PROFESSIONAL/TECHNICAL	7,443.34	7,443.34	14,000.00	6,556.66	53.2
51-73-360 NEW METER INSTALLATION	8,379.95	8,379.95	10,000.00	1,620.05	83.8
51-73-470 WATER PURCHASES - AF	.00	.00	5,000.00	5,000.00	.0
51-73-471 WATER PURCHASES - P.G. IRRIGAT	17,682.80	17,682.80	15,000.00	(2,682.80)	117.9
51-73-472 WATER TESTING	1,660.00	1,660.00	6,500.00	4,840.00	25.5
51-73-510 INSURANCE	214.54	214.54	11,000.00	10,785.46	2.0
51-73-751 WATER CONST PROJECTS/REPAIRS	2,542.69	2,542.69	20,000.00	17,457.31	12.7
51-73-800 SUPPLEMENTARY WATER	812.50	812.50	125,000.00	124,187.50	.7
51-73-801 PI EXPENSES	1,431.92	1,431.92	15,000.00	13,568.08	9.6
51-73-900 CREDIT CARD FEES	5,383.18	5,383.18	8,000.00	2,616.82	67.3
51-73-960 DEPRECIATION - WATER	202,403.78	202,403.78	408,500.00	206,096.22	49.6
51-73-965 AMORTIZATION - BOND COSTS	3,714.65	3,714.65	7,430.00	3,715.35	50.0
51-73-975 BAD DEBT - WATER	.00	.00	10,650.00	10,650.00	.0
TOTAL WATER	563,032.31	563,032.31	1,232,230.00	669,197.69	45.7

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

WATER AND SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER</u>					
51-74-110 SALARY & WAGES (FT)	59,111.42	59,111.42	133,850.00	74,738.58	44.2
51-74-111 OVERTIME	237.60	237.60	2,050.00	1,812.40	11.6
51-74-120 SALARY & WAGES (PT)	2,737.35	2,737.35	6,400.00	3,662.65	42.8
51-74-150 EMPLOYEE BENEFITS	36,294.02	36,294.02	72,550.00	36,255.98	50.0
51-74-200 SEWER SUPPLIES	750.00	750.00	1,000.00	250.00	75.0
51-74-211 EDUCATION & TRAINING	.00	.00	1,500.00	1,500.00	.0
51-74-240 COMPUTER EXPENSES	.00	.00	1,800.00	1,800.00	.0
51-74-265 TOOLS & EQUIPMENT	.00	.00	700.00	700.00	.0
51-74-280 UTILITIES	636.63	636.63	2,100.00	1,463.37	30.3
51-74-281 POSTAGE	.00	.00	1,500.00	1,500.00	.0
51-74-290 COMMUNICATIONS/TELEPHONE	359.41	359.41	1,400.00	1,040.59	25.7
51-74-310 ENGINEERING SERVICES	.00	.00	1,000.00	1,000.00	.0
51-74-330 PROFESSIONAL/TECHNICAL	832.40	832.40	2,000.00	1,167.60	41.6
51-74-470 TSSD BILLINGS	287,350.87	287,350.87	508,000.00	220,649.13	56.6
51-74-472 SEWER TELEVISION EXPENSES	.00	.00	2,000.00	2,000.00	.0
51-74-510 INSURANCE	128.73	128.73	6,600.00	6,471.27	2.0
51-74-752 SEWER CONSTRUCTION PROJECTS	764.00	764.00	10,000.00	9,236.00	7.6
51-74-960 DEPRECIATION - SEWER	64,402.80	64,402.80	133,000.00	68,597.20	48.4
51-74-975 BAD DEBT - SEWER	.00	.00	6,050.00	6,050.00	.0
TOTAL SEWER	453,605.23	453,605.23	893,500.00	439,894.77	50.8
<u>NON-OPERATING EXPENSES</u>					
51-75-799 TRUSTEE FEES	.00	.00	3,100.00	3,100.00	.0
51-75-803 INTEREST EXPENSE	144,567.25	144,567.25	327,900.00	183,332.75	44.1
51-75-820 TRANSFER TO CAPITAL PROJECTS	.00	.00	76,625.00	76,625.00	.0
51-75-911 TRANSFER TO MOTOR POOL FUND	.00	.00	72,045.00	72,045.00	.0
TOTAL NON-OPERATING EXPENSES	144,567.25	144,567.25	479,670.00	335,102.75	30.1
TOTAL FUND EXPENDITURES	1,289,180.88	1,289,180.88	2,993,450.00	1,704,269.12	43.1
NET REVENUE OVER EXPENDITURES	27,260.49	27,260.49	.00	(27,260.49)	.0

CITY OF CEDAR HILLS
 BALANCE SHEET
 DECEMBER 31, 2010

MOTOR POOL FUND

ASSETS

60-10100	CASH - COMBINED FUND	69,688.05	
60-10110	VEHICLES	489,362.89	
60-10120	ACCUMULATED DEPR - VEHICLES	(250,626.82)	
	TOTAL ASSETS		<u>308,424.12</u>

LIABILITIES AND EQUITY

LIABILITIES

60-20200	ACCOUNTS PAYABLE	29.22	
	TOTAL LIABILITIES		29.22

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
60-29800	FUND BALANCE - BEGINNING OF YR	368,953.32	
	REVENUE OVER EXPENDITURES - YTD	(60,558.42)	
	BALANCE - CURRENT DATE	308,394.90	
	TOTAL FUND EQUITY		<u>308,394.90</u>
	TOTAL LIABILITIES AND EQUITY		<u>308,424.12</u>

CITY OF CEDAR HILLS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

MOTOR POOL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
60-30-100 CONTRIBUTION FROM GENERAL FUND	.00	.00	78,855.00	78,855.00	.0
60-30-200 CONTRIBUTION FROM W&S FUND	.00	.00	72,045.00	72,045.00	.0
60-30-300 CONTRIBUTION FROM GOLF FUND	.00	.00	2,550.00	2,550.00	.0
TOTAL REVENUES	.00	.00	153,450.00	153,450.00	.0
TOTAL FUND REVENUE	.00	.00	153,450.00	153,450.00	.0

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

MOTOR POOL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
60-40-100 GAS & OIL - ADMINISTRATION	2,171.22	2,171.22	5,000.00	2,828.78	43.4
60-40-200 VEHICLE MAINTENANCE - ADMIN	127.74	127.74	500.00	372.26	25.6
60-40-300 INSURANCE - ADMINISTRATION	389.33	389.33	1,600.00	1,210.67	24.3
60-40-400 GAS & OIL - BUILDING & ZONING	731.84	731.84	1,200.00	468.16	61.0
60-40-500 VEHICLE MAINTENANCE - B & Z	.00	.00	550.00	550.00	.0
60-40-600 INSURANCE - B & Z	177.37	177.37	800.00	622.63	22.2
60-40-700 GAS & OIL - PUBLIC WORKS	11,868.43	11,868.43	25,000.00	13,131.57	47.5
60-40-800 VEHICLE MAINTENANCE - PW	2,711.15	2,711.15	5,000.00	2,288.85	54.2
60-40-900 INSURANCE - PUBLIC WORKS	1,760.12	1,760.12	5,000.00	3,239.88	35.2
60-40-905 CONTINGENCY	.00	.00	1,000.00	1,000.00	.0
60-40-930 GAS & OIL - GOLF	.00	.00	1,500.00	1,500.00	.0
60-40-940 VEHICLE MAINTENANCE - GOLF	.00	.00	250.00	250.00	.0
60-40-950 INSURANCE - GOLF	177.37	177.37	800.00	622.63	22.2
TOTAL ADMINISTRATION	20,114.57	20,114.57	48,200.00	28,085.43	41.7
<u>CAPTIAL OUTLAY</u>					
60-60-400 RENT EXPENSE	.00	.00	16,250.00	16,250.00	.0
TOTAL CAPTIAL OUTLAY	.00	.00	16,250.00	16,250.00	.0
<u>VEHICLE LEASE PAYMENTS</u>					
60-70-200 DEPRECIATION EXP - VEHICLES	40,443.85	40,443.85	95,000.00	54,556.15	42.6
60-70-205 LOSS (GAIN) ON SALE OF ASSETS	.00	.00	(6,000.00)	(6,000.00)	.0
TOTAL VEHICLE LEASE PAYMENTS	40,443.85	40,443.85	89,000.00	48,556.15	45.4
TOTAL FUND EXPENDITURES	60,558.42	60,558.42	153,450.00	92,891.58	39.5
NET REVENUE OVER EXPENDITURES	(60,558.42)	(60,558.42)	.00	60,558.42	.0

CITY OF CEDAR HILLS
BALANCE SHEET
DECEMBER 31, 2010

GOLF COURSE FUND

ASSETS

75-10100	CASH - COMBINED FUND	(1,609,368.97)	
75-11110	CASH - GOLF CHECKING		20,067.52	
75-12100	PROSHOP INVENTORY		51,531.39	
75-13100	ACCOUNTS RECEIVABLE		3,323.01	
75-13150	LEASE RECEIVABLE		60,150.28	
75-13500	PROPERTY TAX RECEIVABLE		385,260.00	
75-14100	GOLF COURSE IMPROVEMENTS		8,842,593.38	
75-14105	ACCUMULATED DEPRECIATION	(1,595,145.47)	
75-14106	ACCUMULATED AMORTIZATION	(148,878.99)	
75-14107	BOND COSTS		118,826.55	
75-14110	GOLF COURSE LAND		3,810,023.42	
	TOTAL ASSETS			9,938,382.12

LIABILITIES AND EQUITY

LIABILITIES

75-20200	ACCOUNTS PAYABLE		222.00	
75-20205	ACCRUED INTEREST PAYABLE		103,668.65	
75-20210	ACCRUED SALES TAX PAYABLE		615.16	
75-22225	LEAVE TIME ACCRUAL		9,780.66	
75-25000	CAPITAL LEASE - MAINT EQUIP		45,506.69	
75-25100	CAPITAL LEASE - CARTS		268,378.11	
75-25205	2005 GOLF COURSE GO BOND		5,795,000.00	
	TOTAL LIABILITIES			6,223,171.27

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
75-29800	FUND BALANCE - BEGINNING OF YR	3,630,940.16		
	REVENUE OVER EXPENDITURES - YTD	84,270.69		
	BALANCE - CURRENT DATE		3,715,210.85	
	TOTAL FUND EQUITY			3,715,210.85
	TOTAL LIABILITIES AND EQUITY			9,938,382.12

CITY OF CEDAR HILLS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GOLF COURSE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>G.C. OPERATING REVENUES</u>					
75-30-100 GREEN FEES	310,967.27	310,967.27	680,000.00	369,032.73	45.7
75-30-300 PRACTICE RANGE	14,085.11	14,085.11	30,000.00	15,914.89	47.0
75-30-400 PRO SHOP REVENUE	42,709.81	42,709.81	110,000.00	67,290.19	38.8
75-30-500 CONCESSIONS	20,006.40	20,006.40	55,000.00	34,993.60	36.4
75-30-600 SEASON PASSES	6,010.00	6,010.00	40,000.00	33,990.00	15.0
75-30-750 SUNSET ROOM RENTAL	4,077.50	4,077.50	8,000.00	3,922.50	51.0
TOTAL G.C. OPERATING REVENUES	397,856.09	397,856.09	923,000.00	525,143.91	43.1
 <u>G.C. NON-OPERATING REVENUES</u>					
75-35-400 2005 GO BOND - PROPERTY TAXES	291,109.93	291,109.93	385,250.00	94,140.07	75.6
TOTAL G.C. NON-OPERATING REVENUES	291,109.93	291,109.93	385,250.00	94,140.07	75.6
TOTAL FUND REVENUE	688,966.02	688,966.02	1,308,250.00	619,283.98	52.7

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GOLF COURSE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GOLF COURSE PAYROLL</u>					
75-43-110 SALARY & WAGES (FT)	96,391.85	96,391.85	206,000.00	109,608.15	46.8
75-43-111 OVERTIME	53.26	53.26	1,000.00	946.74	5.3
75-43-120 SALARY & WAGES (PT)	60,990.83	60,990.83	150,000.00	89,009.17	40.7
75-43-150 EMPLOYEE BENEFITS	63,363.64	63,363.64	131,850.00	68,486.36	48.1
TOTAL GOLF COURSE PAYROLL	220,799.58	220,799.58	488,850.00	268,050.42	45.2
<u>CLUBHOUSE EXPENSES</u>					
75-50-100 SUPPLIES	3,263.99	3,263.99	10,000.00	6,736.01	32.6
75-50-200 UTILITIES	8,539.63	8,539.63	27,000.00	18,460.37	31.6
75-50-400 MISCELLANEOUS EXPENSES	582.53	582.53	2,500.00	1,917.47	23.3
75-50-500 CONCESSIONS	14,002.42	14,002.42	34,000.00	19,997.58	41.2
75-50-600 CREDIT CARD EXPENSES	9,022.77	9,022.77	18,000.00	8,977.23	50.1
75-50-700 PRO SHOP	7,675.55	7,675.55	45,000.00	37,324.45	17.1
75-50-800 SUNSET ROOM	291.22	291.22	2,000.00	1,708.78	14.6
TOTAL CLUBHOUSE EXPENSES	43,378.11	43,378.11	138,500.00	95,121.89	31.3
<u>GOLF COURSE OPERATING EXPENSES</u>					
75-60-100 GC REPAIRS/MAINTENANCE/MISC.	12,981.03	12,981.03	37,500.00	24,518.97	34.6
75-60-200 FERTILIZER & CHEMICALS	8,058.85	8,058.85	33,000.00	24,941.15	24.4
75-60-300 WATER & PUMPING COSTS	7,613.31	7,613.31	20,000.00	12,386.69	38.1
75-60-500 PETROLEUM/OIL	5,196.49	5,196.49	14,000.00	8,803.51	37.1
75-60-600 EQUIPMENT REPAIR/REPLACEMENT	6,941.97	6,941.97	22,000.00	15,058.03	31.6
75-60-700 EQUIPMENT RENTAL	1,086.17	1,086.17	2,650.00	1,563.83	41.0
75-60-750 INSURANCE	815.51	815.51	2,000.00	1,184.49	40.8
75-60-900 CART BATTERY REPLACEMENT	312.02	312.02	10,000.00	9,687.98	3.1
TOTAL GOLF COURSE OPERATING EXPENSES	43,005.35	43,005.35	141,150.00	98,144.65	30.5
<u>MANAGEMENT EXPENSES</u>					
75-70-100 SUPPLIES/DUES/SUBSCRIPTIONS	3,085.27	3,085.27	3,500.00	414.73	88.2
75-70-200 PRINTING	.00	.00	2,000.00	2,000.00	.0
75-70-300 TRAVEL/TRAINING	511.01	511.01	2,500.00	1,988.99	20.4
75-70-400 LICENSES/FEES	1,000.00	1,000.00	2,000.00	1,000.00	50.0
75-70-500 COMPUTERS/PHONES	1,397.41	1,397.41	6,000.00	4,602.59	23.3
75-70-600 ADVERTISING	24,453.75	24,453.75	32,000.00	7,546.25	76.4
TOTAL MANAGEMENT EXPENSES	30,447.44	30,447.44	48,000.00	17,552.56	63.4

CITY OF CEDAR HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2010

GOLF COURSE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON OPERATING EXPENSES</u>					
75-80-200 CLUBHOUSE LEASE PAYMENT	5,505.00	5,505.00	13,050.00	7,545.00	42.2
75-80-300 CART LEASE - INTEREST	7,591.60	7,591.60	14,500.00	6,908.40	52.4
75-80-400 EQUIPMENT LEASE - INTEREST	1,806.61	1,806.61	2,850.00	1,043.39	63.4
75-80-450 TRUSTEE FEES	.00	.00	450.00	450.00	.0
75-80-500 2005 GO BOND - INTEREST	122,403.75	122,403.75	242,650.00	120,246.25	50.4
75-80-501 AMORTIZATION EXPENSE	2,048.74	2,048.74	4,100.00	2,051.26	50.0
75-80-505 INTEREST EXPENSE	.00	.00	3,000.00	3,000.00	.0
75-80-550 DEPRECIATION EXPENSE	127,709.15	127,709.15	260,100.00	132,390.85	49.1
75-80-911 TRANSFER TO MOTOR POOL FUND	.00	.00	2,550.00	2,550.00	.0
TOTAL NON OPERATING EXPENSES	267,064.85	267,064.85	543,250.00	276,185.15	49.2
TOTAL FUND EXPENDITURES	604,695.33	604,695.33	1,359,750.00	755,054.67	44.5
NET REVENUE OVER EXPENDITURES	84,270.69	84,270.69	(51,500.00)	(135,770.69)	163.6



CITY OF CEDAR HILLS

TO:	Mayor and City Council
FROM:	Konrad Hildebrandt, City Manager
DATE:	2/15/2011

City Council Agenda Item

SUBJECT:	Presentation/Discussion Utah County Metro Fire District
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	Chief Brad Freeman, LPPSD; Konrad Hildebrandt, City Manager
BACKGROUND AND FINDINGS: The Lone Peak Public Safety District is wanting input and feedback concerning the initiation of a Utah County Metro Fire District. Currently, there is an active district in SL County. Many of the cities in Utah County are currently not in favor of this proposed district due to a variety of issues. Nonetheless, the LPPSD, Lehi City and Saratoga Springs are currently actively evaluating the possibilities. Institution of this type of District would not cost anything and would further our processes in this YEP11 campaign.	
PREVIOUS LEGISLATIVE ACTION: None	
FISCAL IMPACT None	
SUPPORTING DOCUMENTS: Draft Bylaws and Interlocal agreement	
RECOMMENDATION: None	
MOTION: None	

**UTAH COUNTY METRO FIRE AGENCY
INTERLOCAL AGREEMENT**

This Interlocal Agreement (“Agreement”) is entered into this ____ day of February 2011, by and among **EAGLE MOUNTAIN CITY**, a municipal corporation of the State of Utah; **LEHI CITY**, a municipal corporation of the State of Utah; **LONE PEAK PUBLIC SAFETY DISTRICT**, a special service district of the State of Utah; and **SARATOGA SPRINGS CITY**, a municipal corporation of the State of Utah or other agencies accepted by the Board of Trustees as defined herein (herein individually a “Party” or collectively the “Parties”).

WITNESSETH

WHEREAS, the Parties have determined that the formation of a metro fire agency will assist in furthering the protection of the citizens of their respective cities; and

WHEREAS, the creation of a metro fire agency will allow for increased benefits regarding purchasing, mutual aid assistance, and efficient use of resources to the Parties and the citizens of their cities; and

WHEREAS, the Parties currently have mutual aid and automatic aid agreements and systems in place to assist with the provision of fire service to citizens and such agreements have demonstrated the Parties ability to work together in an effective and efficient manner; and

WHEREAS, the Parties desire to broaden the scope of their cooperation to other beneficial areas of their operations; and

WHEREAS, each of the undersigned cities have participated in the discussion and negotiation of the creation of this agency;

NOW THEREFORE, in consideration of the mutual promises and covenants herein, the Parties agree as follows:

AGREEMENT

1. **PURPOSE.** The Purpose of this Agreement is to promote the health, safety and welfare of the collective citizens of the Parties, to provide improved fire protection for the participating municipalities and to provide immediate unified and cooperative action to guard against potential multiple threats to individual cities. The Parties declare that there is a community-wide need to provide for an inter-local fire protection agency, and declare that this compelling need requires a state-of-the-art “all hazards” emergency response system. Such a system requires the creation of a metro fire agency under the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated (“Interlocal Act”). This Agency will allow all participating municipalities to combine and share their collective capabilities and resources for themselves and their neighbors. It is the purpose of this Agreement to provide for the accomplishment thereof in the manner provided herein.

2. **AUTHORITY.** The Interlocal Act permits local governmental units to make the most efficient use of their powers and to provide the benefit of economies of scale; authorizes municipalities to enter into cooperative agreements with one another for the purpose of exercising, on a joint and cooperative basis, any powers, privileges and authority exercised by such public agencies individually; and authorizes such public agencies, pursuant to such agreements, to create a separate legal entity to accomplish the purposes of their joint cooperative action.

3. **CONSIDERATION.** The consideration for this Agreement consists of the mutual benefits and exchange of promises provided herein.

4. **EFFECTIVE DATE.** This Agreement shall become effective when two or more of the Parties named above each execute an original or copy of this Agreement as required by law.

5. **TERM.** The term of this Agreement shall be five (5) years from the effective date, unless sooner terminated as provided in Item 16 herein. The Agreement may be renewed in writing upon terms and conditions acceptable to 2/3 of the Parties, who are then parties, for a period of up to fifty (50) years.

6. **NAME.** The name of the new legal entity is the Utah County Metro Fire Agency ("Agency").

7. **GOVERNANCE.** The Agency shall be governed by a Board of Trustees ("Trustees") which shall have sole authority to conduct the business of the Agency.

a. Trustees membership shall consist of each Member City's Manager/Administrator, or Chairman of the Special Service District Managing Board, as dictated by the Member City's form of government. Each Party may appoint, through compliance with its own legal requirements that govern such Board appointments for that Party, up to two empowered designees to serve as interim Trustee in the absence of that Party's member and that designee shall have the same rights as that member.

b. Trustees are responsible for all decisions related to the organizational and operational conduct of the Agency. Trustees will have responsibility for overseeing reciprocity within the Agency.

c. Trustees decisions shall be based on a majority vote of its members, and each member city shall have one vote.

d. If a Trustee representing a Party does not agree with a majority decision made by the Trustees, that Trustee may (through written notice) abstain from participating in the specific issue being addressed and that Party will not be bound by that decision.

e. Trustees officers shall consist of a chair, vice-chair and secretary, and shall be elected by the Trustees from among its members and shall serve for such terms and perform such duties as shall be provided in the by-laws.

f. The chair shall be the presiding officer of Trustees, and the vice-chair shall serve at the request of the chair or in the absence of the chair. The secretary shall keep minutes of Trustees' meetings and shall attest to the signature of the chair as needed. Trustees may also appoint additional officers and representatives, and may assign duties to existing officers, as it deems necessary for the administration of the Agency.

g. Trustees shall have regular meetings at least once every three months and more frequently if needed or as provided in any by-laws. Meetings will be held at a location to be determined by the Trustees.

h. The chair shall give reasonable notice to all Trustees members of the time and place of each meeting subject to the provisions of Item 24 herein.

i. Trustees may establish from time to time standing or ad-hoc committees as shall be deemed appropriate or necessary to carry out the business of the Agency.

j. Trustees is a public body and its members shall in all respects follow the requirements of the Open and Public Meeting laws, Title 52, Chapter 4, Utah Code Annotated, the Government Records Access Management Act, Title 63, Chapter 2, Utah Code Annotated, and all other applicable laws.

k. Trustees shall have the power to adopt, amend, and repeal rules, by-laws, policies and procedures to regulate the affairs and conduct the business of the Agency.

l. Trustees shall have the right to apply for and utilize grants in behalf of the agency.

8. OPERATIONS ADVISORY COMMITTEE. In addition to any standing or ad-hoc committee that the Trustees may deem appropriate or necessary to carry out the business of the Agency, an Operations Advisory Committee ("Operations") shall be established under the direction and supervision of the Trustees.

a. Operations membership shall be composed of the Fire Chief from each Party.

b. Operations shall provide advice and recommendations to the Trustees for planning, system coordination, policies, procedures, and standards utilized by the Agency, and may be given other responsibilities and authority as approved by the Trustees.

c. Operations decisions shall be based on a majority vote of its members and each member city shall have one vote.

d. Operations officers shall consist of a chair, vice chair and secretary, who shall be elected by Operations from among its members and shall serve for such terms and perform such

duties as shall be provided in the by-laws. Operations may also appoint additional officers and representatives as it deems necessary for the administration of its duties.

e. Operations shall meet as provided in the by-laws or as directed by the Trustees.

f. Operations is a public body and its members shall in all respects follow the requirements of the Open and Public Meeting laws, Title 52, Chapter 4, Utah Code Annotated, the Government Records Access Management Act, Title 63, Chapter 2, Utah Code Annotated, and all other applicable laws.

9. PARTY CONTROL. Each Party shall continue to control, own, and maintain its individual fire facilities, apparatus, and equipment at its sole expense. Each Party shall continue to maintain its separate purchasing processes although Agency-wide purchasing contracts may be used and purchasing alliances may be formed among some or all of the Members within the Agency for submitting bids to vendors. Each Party shall continue to maintain its own paramedic and ambulance licenses. Each Party shall continue to handle its own human resource functions to include payroll and benefits, personnel and staffing decisions, and employee compensation with respect to its own employees.

a. The Agency, in making decisions that impact the organizational and functionability of local fire departments representing each Party, acknowledges the right of each Party to choose whether or not to participate in recommendations that are made and accepted by the Trustees.

b. The Agency may contract with any person or entity for the provisions of services or materials in compliance with contracting and purchasing policies established by the Trustees, including legal and accounting services.

10. AGENCY SERVICES. The Agency, as determined by the Trustees, may provide to each Party emergency and non-emergency services which the Agency has the capability of providing, to include, but not limited to, firefighting, emergency medical response, hazardous materials response, bomb response, search and rescue, technical rescue, fire and safety prevention, environmental protection, and public education.

11. SUPPORT STAFF. Support staff can be provided by the Parties on an as-required basis at no cost to the Agency.

12. BYLAWS. Policies, procedures, other agency related business, and other operational and organizational issues will be governed through by-laws to be adopted by resolution by the Trustees.

13. ADDITIONAL PARTIES. Any municipality within Utah County department or a public safety special service district which has its own individual full time fire may apply for membership to the Agency. Trustees may accept the applicant only by a unanimous vote of member agencies. If accepted, the applicant must agree in writing to be bound by the terms and conditions of this Agreement.

14. TERMINATION. A Party may withdraw from the Agency at the beginning of any new fiscal year, defined as July 1, by giving at least six (6) months prior written notice of withdrawal to the Trustees and to the other Parties as provided in Item 24. The notice of withdrawal shall be in writing, signed by the Party's Mayor or Manager/Administrator, and approved and authorized by resolution of Party's City Council. Notwithstanding the foregoing, no Party may withdraw from the Agency during the term of any agreement entered into by the Agency to finance the acquisition or construction of capital improvements for the Agency, unless mutually acceptable provisions are made whereby such existing agreement is assumed by another Party, and such provisions are approved in writing under such agreement. Unless the withdrawal of a Party results in the dissolution of the Agency, any withdrawing Party shall be entitled, subject to equitable adjustment for any prior credits given, to receive back any real or personal property (not consumed) provided by such Party for use by the Agency under this Agreement, and all leases of such property shall automatically terminate. Agency-acquired property shall remain with the Agency.

15. DISSOLUTION. This Agreement may be terminated and the Agency may be dissolved by a 2/3 vote of Trustees, provided there is no then existing agreement entered into by the Agency to finance the acquisition or construction of capital improvements for the Agency, unless mutually acceptable provisions are made whereby such existing agreement is assumed by one or more Parties, and such provisions are approved in writing under such lease / purchase agreement. Upon dissolution, each Party shall be entitled, subject to equitable adjustment for any prior credits given, to receive back any original equipment or asset the Party leased, donated, or otherwise provided to the Agency. Any remaining real or personal property acquired under this Agreement shall be allocated as agreed upon by the Parties.

16. INDEMNIFICATION. The Agency and the Parties are governmental entities as set forth in the Utah Governmental Immunity Act, Title 63, Chapter 30d, Utah Code Annotated ("Immunity Act"). Consistent with terms of the Immunity Act, and as provided herein, it is mutually agreed that the Agency and the Parties are each responsible for their own wrongful and negligent acts which are committed by them or their agents, officials or employees. The Agency and the Parties do not waive any defenses otherwise available under the Immunity Act, nor does any Party or the Agency waive any limits of liability provided by the Immunity Act which immunity and damage caps are expressly preserved and retained. Moreover, the Agency and each Party agrees to indemnify, defend and hold harmless the other Parties from any damage, loss, expense, judgment or assessment arising in connection with any action or inaction by the Agency or the Party, their agents, officials or employees.

17. INSURANCE. Each Party shall be solely responsible for providing workers compensation and benefits for its own officials, employees and volunteers who provide services under this Agreement. Each Party shall obtain insurance, become a member of a risk pool, or be self insured to cover the liability arising out of negligent acts or omissions of its own personnel rendering services under this Agreement. The Agency shall purchase insurance in amounts required by law, independent of the insurance or other coverage maintained by each Party, to provide protection for its operations including, but not limited to, liability insurance and worker's compensation insurance.

18. GOVERNMENTAL APPROVAL. This Agreement shall be conditioned upon its approval and execution by the Parties pursuant to and in accordance with the provisions of the Interlocal Act including the adoption of resolutions of approval by the legislative bodies of the Parties.

19. LAWS OF UTAH. It is understood and agreed by the Parties that this Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.

20. SEVERABILITY OF PROVISIONS. If any provision of this Agreement is held invalid, the remainder shall continue in full force and effect; except that if Items 14 or 15 herein are held invalid, this Agreement shall be held invalid and shall be of no further force or effect.

21. THIRD PARTIES. This Agreement is not intended to benefit any party or person not named as a Party specifically herein, or which does not later become a Party hereto as provided herein.

22. TITLES AND CAPTIONS. The titles and captions of this Agreement are for convenience only and in no way define, limit, augment, extend or describe the scope, content or intent of any part or parts of this Agreement.

23. NON ASSIGNABILITY. Neither the Agency nor the Parties shall transfer or delegate any of their rights, duties, powers or obligations under this Agreement without a 2/3 consent of Trustees.

24. NOTICES. All notices and other communications provided for in this Agreement shall be in writing and shall be sufficient for all purposes if (a) sent by email to the address the Party may designate, or by fax to the fax number the Party may designate, and concurrently sent by first class mail to the Party and to the Party's legal office, (b) personally delivered, or (c) sent by certified or registered United States Mail addressed to the Party at the address the Party may designate, return receipt requested.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on their behalf by the following duly authorized representatives as of the date appearing opposite their signature below.

CITY

ATTEST

By: _____
XXXXXXXXXX, Mayor

XXXXXXXXXXXXXXXXXX, City Recorder

Date: _____

Approved as to legal form and compliance with applicable law:

XXXXXXXXXXXX, Attorney



CITY OF CEDAR HILLS

TO: Mayor Richardson, City Council, and Staff
FROM: Kim E. Holindrake, City Recorder
DATE: February 8, 2011

City Council Memorandum

SUBJECT: Mayor Pro Tem
APPLICANT PRESENTATION:
STAFF PRESENTATION: Kim E. Holindrake

BACKGROUND AND FINDINGS:

According to UCA §10-3b-302, the City Council may elect a member of the governing body as Mayor Pro Tempore to preside over meetings and perform the duties and functions of mayor during the Mayor's absence, disability, or refusal to act. The next councilmember in line to serve as Mayor Pro Tempore is Scott Jackman.

PREVIOUS LEGISLATIVE ACTION:

Previous appointments:	Marissa Wright	January 2009
	Ken Kirk	January 2010

FISCAL IMPACT:

SUPPORTING DOCUMENTS:

RECOMMENDATION

To appoint Scott Jackman as Mayor Pro Tempore.

MOTION

To appoint Scott Jackman as Mayor Pro Tempore.