

HEBER PUBLIC UTILITY DISTRICT REPORT TO BOARD OF DIRECTORS

MEETING DATE: September 17, 2026

FROM: Madeline Dessert, General Manager

SUBJECT: Authorize the General Manger to Proceed with the Contract Amendment
with
LT Municipal Consultants to Complete Parks and Recreation Impact Fee
Study

BACKGROUND

LT Municipal Consultants is currently providing professional consulting services to the Heber Public Utility District related to the District's Water and Sanitary Sewer rate study. The proposed contract amendment would expand the consultant's scope of work to include an evaluation of the District's Parks and Recreation Impact Fees.

The study will evaluate the District's existing parks and recreation facilities, anticipated future growth, infrastructure and facility needs, and the appropriate level of development impact fees necessary to support future demand. The study will also provide the District with a legally supportable methodology for applicable fees.

Authorization will allow the General Manager to finalize the contract amendment and proceed with the study to ensure the District's fees appropriately reflect future parks and recreation needs.

FISCAL IMPACT

On June 12, 2025, the Heber Public Utility District Board of Directors approved a \$50,000 expense to fund a water and sewer rate study. On December 18, 2025, the Board of Directors awarded LT consultants, the lowest most responsive bidder, with the contract, totaling \$42,660, \$7,340 under the original approved amount. The contract amendment proposal from LT consultants is \$6,000, which would still be \$1,340 under the original budgeted amount for the study.

REQUESTED ACTION

1. Authorize General Manger to Proceed with the Contract Amendment with LT Municipal Consultants to Complete the Parks and Recreation Impact Fee Study
2. Do Not Authorize the General Manger to Proceed with the Contract Amend with LT Municipal Consultants to Complete the Parks and Recreation Impact Fee Study Provide Direction to Staff