



**RIVERDALE CITY COUNCIL AGENDA  
CIVIC CENTER - 4600 S. WEBER RIVER DR.  
TUESDAY – APRIL 7, 2015**

**5:30 p.m. – Work Session (City Council Conference Room)**

*No motions or decisions will be considered during this session, which is open to the public.*

**6:00 p.m. – Council Meeting (Council Chambers)**

**A. Welcome & Roll Call**

**B. Pledge of Allegiance**

**C. Moment of Silence**

**D. Open Communications**

(This is an opportunity to address the City Council regarding your concerns or ideas. Please try to limit your comments to three minutes.)

**E. Presentations and Reports**

1. Mayor's Report
  - a. Council Committee Assignment Reports
2. Davis and Weber Counties Canal Company  
*Presenter: Ivan Ray, General Manager*

**F. Consent Items**

1. Review of meeting minutes from:
  - February 28, 2015 Strategic Planning
  - March 17, 2015 City Council Work Session
  - March 17, 2015 City Council Regular Session

**G. Action Items**

1. Consideration of Resolution 2015-8 approving an interlocal agreement between Riverdale City and Weber County to assist with 2015 municipal elections  
*Presenter: Ember Herrick, Riverdale Election Officer*

**H. Discretionary Items**

**I. Adjournment**

- The public is invited to attend all Council meetings.
- In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Recorder at 394-5541 x 1232.
- This agenda has been properly posted and a copy provided to local news media.

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
April 7, 2015**

**AGENDA ITEMS: A,B,C**

**SUBJECT:** Welcome & Roll Call – Mayor  
Pledge of Allegiance – Led by Scott Brenkman on 03/17/15  
Moment of Silence

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**RIVERDALE CITY  
CITY COUNCIL AGENDA  
April 7, 2015**

**AGENDA ITEM: D**

**SUBJECT:** Open Communications

**PETITIONER:** Anyone Interested

**ACTION REQUESTED BY PETITIONER:** Open agenda item provided for any interested person to be able to speak about any topic.

**INFORMATION:** Per Governing Body desire, this item will be placed on the agenda as a permanent and regular item.

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**RIVERDALE CITY  
CITY COUNCIL AGENDA  
April 7, 2015**

**AGENDA ITEM: E1**

**SUBJECT:** Mayor's Report  
a. Council Committee Assignment Reports

**ACTION REQUESTED BY PETITIONER:** Information Only

**INFORMATION:** To be presented at the meeting

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**RIVERDALE CITY  
CITY COUNCIL AGENDA  
April 7, 2015**

**AGENDA ITEM: E2**

**SUBJECT:** Davis and Weber Counties Canal Company

**PETITIONER:** Ivan Ray, General Manager

**ACTION REQUESTED BY PETITIONER:** Information only

**INFORMATION:** To be presented at the meeting

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**RIVERDALE CITY  
CITY COUNCIL AGENDA  
April 7, 2015**

**AGENDA ITEM: F1**

**SUBJECT:** Consideration of meeting minutes from:  
February 28, 2015 Strategic Planning  
March 17, 2015 City Council Work Session  
March 17, 2015 City Council Regular Session

**PETITIONER:** City Recorder

**ACTION REQUESTED BY PETITIONER:** Approve minutes

**INFORMATION:** See attached minutes as follows:

[February 28, 2015 Strategic Planning](#)

[March 17, 2015 City Council Work Session](#)

[March 17, 2015 City Council Regular Session](#)

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Minutes of the **Strategic Planning Meeting** of the **Riverdale City Council** held Saturday, **February 28, 2015** at 8:00 a.m. at the Riverdale Senior Center, Riverdale Utah.

Members Present: Norm Searle, Mayor  
Don Hunt, Councilor  
Braden Mitchell, Councilor  
Michael Staten, Councilor  
Brent Ellis, Councilor  
Gary Griffiths, Councilor

Others Present: Rodger Worthen, City Administrator; Steve Brooks, City Attorney; Michael Eggett, Community Development Director; Shawn Douglas, Public Works Director; Dave Hansen, Police Chief; Lynn Fortie, Business Administrator; Roger Bodily, Fire Chief; Ember Herrick, City Recorder and no members of the public.

- **Welcome – Mayor Norm Searle**

Mayor Searle welcomed all those present and noted that all Council members and required staff are in attendance. He said if there are future City Council meetings without agenda items he would like the Council to have a work session to discuss community issues or bills being debated by the state legislature that could impact Riverdale.

- **Session Objectives – Rodger Worthen**

City Administrator Rodger Worthen said the purpose of this February Strategic Planning meeting is to brainstorm budget priorities including what the Council would like to accomplish in the coming fiscal year, a review of the city survey and the priorities identified by resident respondents, and a discussion about the future development of park properties. He said capital projects and improvements will also be discussed today. Mr. Worthen said the next Strategic Planning meeting is scheduled for May 16, 2015 and will involve reviewing proposed 2016 budget priorities and creating a tentative budget for a public hearing in June. He said the municipal budget is a policy document that identifies funding priorities and outlines for the public how taxpayer dollars are being spent.

Councilor Staten asked if members of the public can attend strategic planning meetings. Mr. Worthen said they are open public meetings and the public is welcome to attend and listen to the discussion but there is no open communications forum to receive public comment until the public hearings held in the June Council meeting prior to the Council's vote on a budget. Councilor Staten said Riverdale resident Greg Waters expressed a desire to attend a portion of today's meeting where developing property the city recently purchased at 3400 South Parker Drive into a park will be discussed.

- **Fiscal Review – Lynn Fortie**
  - **FYTD 2015 Financial Review**
    - **Budget vs. Actual (thru Jan 31, 2015)**

Business Administrator Lynn Fortie said tax revenues make up a large percentage of Riverdale's General Fund and to date property taxes and sales tax appear to be on track to come in over the budgeted amount by the end of fiscal year June 30, 2015. Mr. Fortie said vehicle fees, transient room taxes, and licensing and permitting fees are all on track to come in at budget and building permit fees have already exceeded the budgeted amount for the fiscal year. He said 1% of Riverdale's local sales tax rate of 7.05% is split with half going to Riverdale City and the other half redistributed to the surrounding communities in accordance with the state's redistribution calculation.

Mr. Fortie said the SB 35 subsidy is set to expire in 2016, but the impact to Riverdale should be minimal if the economy continues to rebound. According to Mr. Fortie, Riverdale received \$90,000 in fiscal year 2014-2015 but is only anticipating a subsidy of \$10,000 in fiscal year 2015-2016, if his projected sales tax revenues are accurate. He said HB 81 (passed in 2012 as a result of the lobbying efforts of retired City Administrator Larry Hansen and former Mayor Bruce Burrows) preserved Riverdale's 0.2% sales tax revenue until 2030. According to Mr. Fortie, this subsidy represents \$1.3 million dollars in the current budget and the Council should consider how this sales tax loss bridge can be gapped now, not in 15 years when it expires. Mr. Fortie recommended continuing to not fill staffing positions if the existing employees can absorb the job duties of individuals leaving or retiring and continuing a hiring freeze for any new positions. He said the Council should not rely on anticipated sales tax revenues from the West Bench development to cover the future subsidy loss. Councilor Griffiths said at the next Council meeting he would like staff to present possible strategies to bridge the sales tax subsidy loss scheduled to take effect in 2030. Councilor Hunt asked what can be done besides lobbying the state legislature like Mr. Hansen and Mayor Burrows did to extend the deadline to 2030 and he said he would like the current administration to come up with a plan like Mr. Hansen's 2005 Action Plan. Mr. Worthen said staff will create a plan document for discussion at a future Council meeting and Mayor Searle said he would like to see a chart with a 15 year plan.

Mr. Fortie said Class C Road Funds, ambulance fees and charges for city services are all anticipated to come in at the budgeted amount as well as fines and forfeitures which he noted are still down significantly from earlier years. He said Riverdale's Public Works Department didn't use much of the winter streets budget during the mild winter, the parks budget will be utilized before the end of the fiscal year, and road funds are still available to do several street projects this spring. Mr. Fortie said interest rates are still low and he said some budget line items that show a deficit should be made up by the end of the fiscal year.

Mayor Searle said elected officials have been criticized by some constituents for budgeting the use of rainy day fund monies to balance the overall budget in the current fiscal year. Councilor Mitchell asked if the budget will need to use rainy day funds to balance and Mr. Fortie said no, with four months left in the fiscal year Riverdale is on track to have a sales tax surplus, just as it has in previous years. Mr. Fortie credited department heads for making cuts where they could to their budgets and said the city will likely be able to put the 25% maximum amount allowed by state law into the rainy day fund and will still have surplus funds from sales tax revenue to

supplement the capital projects fund by the end of June. Councilor Mitchell asked how much money is in the city's rainy day fund and Mr. Fortie said \$1,938,000.00. Councilor Mitchell said he would like the upcoming 2015-2016 budget to be balanced without showing the use of rainy day funds and Mr. Worthen agreed balancing a budget with emergency funds isn't a good policy directive.

Mayor Searle asked what monies were used to purchase new park land properties and Mr. Fortie said the capital projects fund. Councilor Staten asked if capital projects funds are earmarked for specific projects and Mayor Searle said money has been set aside for years to develop the land south of the Civic Center into a park but Mr. Fortie said Council priorities can change over time. Councilor Mitchell said the Council must carefully consider what amenities to build in the coming years and ensure that their care and maintenance are sustainable. Councilor Griffiths recommended building features that will draw more sales tax revenues to the city like complimentary businesses and said this could be one strategy to boost sales tax revenue before the subsidy ends in 2030.

Councilor Staten said in his opinion the general public doesn't understand that the majority of Riverdale's sales tax doesn't stay in Riverdale but is redistributed to surrounding communities with larger populations and smaller commercial districts. He said, to date Riverdale has been able to use sales tax to keep property taxes and utility fees low for residents but if the state continues to redistribute the city's sales tax, the low rates won't be possible after the 2030 subsidy ends. Councilor Staten asked staff to create a list of neighboring municipalities, their impact fees, and utility rates. He said this list could assist him in answering questions from constituents if utility fees need to be raised in the future or Councilmembers need to lobby against further state sales tax redistribution legislation. Mr. Fortie agreed the city could do a better job of communicating to Riverdale's 8,500 residents the high costs associated with maintaining a full-time fire and police department for a city with a large commercial district and daytime population of 60,000. Mr. Worthen said impact fees could be levied and Riverdale property taxes increased to be comparable to those paid by the residents of neighboring municipalities. Mr. Fortie said Riverdale could also start charging franchise tax fees.

Councilor Staten said whatever plan the Council adopts it is important the public is educated so that they understand why the Council has made the decisions they have made and are prepared when their taxes and fees increase. Councilor Hunt said the average citizen doesn't understand complex issues the same way city officials do in their role as elected officials addressing city problems weekly. Mayor Searle said the Utah League of Cities and Towns (ULCT) currently opposes additional sales tax redistribution legislation. He agreed it is important for Riverdale City to have a 15 year plan and suggested the city create a fund similar to the approach outlined in Mr. Hansen's 2005 Action Plan that allowed the city to save for the pending sales tax loss of 2016.

- **Yr. to Yr. Comparative (Jan 2015 vs. Jan 2014)**

Mr. Fortie said Riverdale received less grant money, fines and forfeitures, and rebates in 2015 compared to 2014. He said the legal department's budget increased, along with the police department's budget because of a retirement payout and increased wage and benefit costs. Mr.

Fortie said the Community Services budget was also affected by a retirement payout and the Class C Road Funds budget has also increased over the previous fiscal year. He said all other department budgets are down. Police Chief Dave Hansen said fine revenues are down because the Utah Highway Patrol isn't issuing as many tickets in Riverdale because they are focusing on problem stretches of state freeway where there are high incidents of vehicle crashes and DUI drivers. Mayor Searle said this revenue loss has been substantial for Riverdale City.

- **Budgeting 101 training**

Mr. Fortie said there are two types of funds in municipal budgeting, governmental funds including the general fund, the capital projects fund, and redevelopment agency funds, all of which must balance annually with revenues equal to expenditures. He said most revenue and expenditures come from the general fund and sales and property taxes feed into this fund. According to Mr. Fortie, most of the city's expenditures are funded by sales tax and not property tax revenue. He said property taxes are received in November and December and Christmas sales tax revenues are reflected in the February treasury report. Mr. Fortie said intergovernmental revenues and grants can be received at any time and the money Riverdale receives from alcohol sales is expected to be used for police enforcement. He said Class C Road funds come in quarterly, recreation fees are seasonal, business licenses fees are received at the beginning and end of every calendar year and ambulance fees are steady throughout the year. Mr. Fortie encouraged the Mayor and Council to contact him with specific questions about line items in the monthly treasury reports that they have questions about.

Councilor Griffiths asked who pays into the city's storm water fund and Public Works Director Shawn Douglas said residents and businesses pay based on the surface area they occupy. Councilor Griffiths asked if more funds should be earmarked from the enterprise fund for street sweeping and Mr. Douglas said street sweeping costs are taken from the general and storm water funds. Mr. Fortie said he recently review every line item in the City and RDA budgets to ensure money is being appropriated from the correct funds and to relieve some pressure off the general fund. Mr. Worthen said staff will do this annually and make adjustments when appropriate to ensure Riverdale's General Fund isn't subsidizing other accounts. Mr. Fortie said Riverdale's storm water fund is healthy but Mr. Douglas said the Council will likely need to consider raising utility rates in the future to ensure there is a healthy balance in the enterprise fund. Councilor Mitchell said there is a lot of public sensitive to utility fee increases and Mr. Worthen said it is important that fees keep up with inflation.

Councilor Hunt asked about lower fines and forfeitures and ambulance revenues and Mr. Worthen said the rates the city can charge for ambulance transportation are set by the State of Utah and cities can no longer charge a response fee unless they transport or use their medical equipment to stabilize a patient. Riverdale Fire Chief Roger Bodily said the numbers of ambulance calls has remained constant but he claims many people don't pay their medical bills and when someone on Medicaid or Medicare is transported by ambulance Riverdale City only gets a small percentage of the actual cost reimbursed. He said he tells his first responders to encourage patients to allow Riverdale's paramedics to transport them to the hospital instead of driving themselves. Chief Hansen said his officers report fewer accidents and issue fewer citations since the completion of the last phase of the Riverdale Road widening project.

Mr. Fortie said employee wages and benefits have remained steady over time and the only unexpected expense in wages are unplanned retirements or benefit payouts to employees who leave employment with Riverdale City to pursue other career options. He said property funds don't depreciate and don't need to balance while the enterprise funds, water, sewer, garbage, storm water, and internal service funds including motor pool and IT have assets that depreciate over time. Mr. Fortie said the city's motor pool and IT funds works like a leasing company purchasing vehicles, phones and computers and charging the individual department for the cost of the item, plus interest to compensate for inflation, so that there is money in the fund when the vehicle, phone or computer needs to be replaced.

- **Critical Issues**

- **2014 Citizen Survey findings, action item – Rodger Worthen**

Mr. Worthen said the city mails out 3,300 surveys once every four years, one for every household and received back 570 responses, primarily from long-term residents in the older demographic. Mr. Worthen said every resident that asks for a city employee to follow up with him/her about a question, gets a call back from the appropriate department head. He said in the communications survey the public stated they like receiving city information through the monthly newsletter or a message at the bottom of their utility bills rather than through social media but he said this could be attributed to the demographic. Councilor Staten said he never read the city newsletter until he ran for Council and he said the younger demographic appreciates the city website, Twitter and Facebook. Councilor Griffiths suggested staff keep records of all the phone call complaints received throughout the year as a more reliable way to track public perception and he said service software could be purchased to do this. Mr. Douglas said his department tracks all snowplow complaints and then evaluates how they can improve snow removal services annually and he offered to make this data available to the Council. Mr. Worthen said according to the survey, Riverdale's trails and parks are the most popular features and survey respondents want more money put into these amenities and into improving city streets and sidewalks. Mr. Griffiths said he would like to see data on street lighting and parks to see where budget needs are and Mr. Worthen said he will follow up on this request. According to Mr. Worthen, respondents who say their quality of life in Riverdale is good or excellent is at 91% just down slightly from 93% four years ago and 64% of respondents say they don't have children under the age of 18 who live at home. Mr. Worthen said respondents report high use of the Roy Recreation Complex and Riverdale Senior Center.

Mayor Searle said more should also be done to curb speeding in Riverdale on residential streets like Highland Drive, 700 West, 4400 South, and Ritter Drive and Councilor Griffiths said there were numerous complaints about Ritter Drive in the survey comments. Mayor Searle commended law enforcement for the difficult situations they respond to each shift as reflected in the police monthly reports. Police Chief Dave Hansen said when his officers patrol an area following a speeding complaint they often end up catching the resident who called driving too fast. He said his officers respond to speeding complaints and increase patrols in the area when they aren't busy on other calls of higher priority.

Mayor Searle said he read through the survey comments and many were the same as the complaints he heard while he was campaigning for mayor about code enforcement. He said code enforcement action is complaint driven and in his opinion this is not sufficient and residents shouldn't be forced to complain about their neighbors' yards for action to be taken. Mayor Searle said the city should be more proactive in identifying problem properties to address resident complaints. Councilor Staten said after he was elected to the Council he reviewed Riverdale's landscaping and weed ordinances and they are more restrictive than other neighboring cities. He asked how heavy-handed code enforcement should be in Riverdale and he suggested the city's limited manpower should be focused on the worst code violations. Councilor Hunt said Riverdale City can't appear to be subjective and must be consistent in its enforcement and he shared an anecdote about getting a violation notice for overgrowth on a building lot he owns in another city. Councilor Hunt said he knew the weeds needed to be cut down but there was a problem with his contractor and he was grateful the city inspector was willing to work with him until he was able to get the lot cleaned up and into compliance. Mayor Searle said someone made him a list of areas in Riverdale with overgrowth problems and several problem spots including the hills on the overpasses are unincorporated Weber County where Riverdale doesn't have authorization to maintain. He said he isn't advocating ticketing everyone with code violations but he would like to do something to better address code enforcement complaints. Councilor Griffiths said unmanaged growth could present wild land fire dangers that could impact neighborhoods. Mayor Searle said he drove around the city with Mr. Worthen and Community Development Director Michael Eggett to identify code violations last year and after Code Enforcement Officer Randy Koger issued citations some properties were improved. Mr. Eggett said every individual has different standards for their home and yard and it is impossible to appease everyone but Mr. Koger needs clear consensus from the Council about how they would like code violations addressed if they aren't satisfied with the current complaint driven approach. He said Riverdale is more restrictive on code enforcement than Bountiful and Syracuse where he previously worked and he said Riverdale's code is that best he has seen and Mr. Koger is consistent and fair with all residents.

Mayor Searle said Ogden city did a huge neighborhood cleanup prior to the LDS Ogden Temple dedication last year and he said he would like to see a similar initiative in Riverdale, a "Take Pride in Riverdale" event the week of the city spring cleanup day on April 19, 2015. Mayor Searle said he would like to involve local churches groups and the youth and he proposed dumpsters be available all week in different locations around the city and asked if public works could haul to the county landfill items residents haul to the curb for disposal. Councilor Mitchell said everyone wants to live in a beautiful city but there are a lot of property owners that feel strongly about personal property rights and take issue with government dictating what people can do in their yards. He said he would like to find a way to motivate people to clean up their own yards voluntarily and he likes the idea of a city sponsored most improved yard contest the same week as the spring city cleanup. Councilor Hunt shared an anecdote about a most improved street competition in Prescott Arizona designed to revitalize old neighborhoods that he said was very successful. Councilor Mitchell said residents could nominate their homes and the contest could be like a home makeover television show. Councilor Staten suggested each Council member take a home and get their own crew of volunteers to work on it during the contest with the Youth City Council judging the different properties and declaring a winner on the final day. Councilor Griffiths said he has participated in neighborhood cleanups through his church in the

past assisting the elderly to clean up their yards and it is a great service project but only a temporary fix because without ongoing maintenance the weeds will grow back. Councilor Staten said he has a gravel driveway that he tries to keep weed free and would like to cement but it isn't in his budget and he said many Riverdale residents are probably in the same position and would improve their yards if they had the time and money. Mayor Searle asked about the possibility of compensating homeowners for improving their yards. Councilor Ellis said he favors a campaign like Ogden's encouraging people to clean up their yards and incentivizing code compliance rather than being heavy handed with citations.

Mr. Douglas said the Council has a few months to organize something this spring before the annual cleanup at the end of April. Mayor Searle thanked the Council for their ideas and said he hopes the contest will generate enthusiasm that is contagious through Riverdale's neighborhoods.

o **Study of Ritter Drive & area land uses– Rodger Worthen**

Mr. Worthen said he requested a TAC grant currently being reviewed to fund a Wasatch Front Regional Council (WFRC) study to evaluate options to improve Ritter Drive for pedestrian and bicycle traffic. He said he recently took representatives from UDOT and WFRC on a tour of the road to explain his concerns and discuss how the opening of the new Golden-Spike Harley Davidson location, Riverdale Business Park, and Bravo Arts Academy will increase traffic on 1500 West that will also impact adjacent Ritter Drive. Mr. Worthen said he would like to implement traffic calming measures on Ritter Drive and Councilor Griffiths said he is glad the city is evaluating how to improve safety and plan for new growth. Mayor Searle said if the Council determines Ritter Drive can be opened to traffic in both directions in the future they will need to educate the public through the newsletter. Councilor Staten said in his occupation as an engineer he designs roads and it is important to weigh safety concerns and convenience in street planning. He said Riverdale Road is designed to be a collector road and Ritter Drive and the other surrounding residential streets were never intended to service the commercial district. Councilor Staten said roundabouts would slow traffic down at the intersection of Ritter Drive and 1500 West, 1345 West and Ritter Drive, and the four point intersection of South Weber Drive, Ritter Drive, 1050 West, and 1150 West. Mr. Worthen said as properties develop on Ritter Drive, traffic will also increase and he said developers could be required to help fund road improvements because the \$20,000 cost of each roundabout isn't economically feasible for Riverdale City to fund alone. Councilor Ellis said Aunt Nancy's Assisted Living will increase traffic on Ritter Drive and Councilor Griffiths said motorcyclists coming and going from Golden Spike Harley-Davidson will also increase congestion. Mayor Searle said Bravo Arts Academy plans to create a traffic pattern where parents come from one direction to drop off and pick up children and if Ritter Drive remains closed it will help direct the traffic flow to Riverdale Road. He said the manager of the Larry H. Miller dealership on 1500 West is no longer requesting Ritter be reopened because traffic is flowing well now that the Riverdale Road construction is complete. Councilor Hunt said in his opinion Ritter Drive must be improved before it is reopened to eastbound traffic turning off Freeway Park Drive and Mayor Searle agreed.

**Mr. Worthen asked for Council consensus to leave the current traffic restrictions on Ritter Drive and the Council voted unanimously in favor of the proposal.**

Mayor Searle said the city's proposal to continue 1150 West beyond HAFB's North gate to tie the road into 5600 in Roy is on UDOT's long range plan but isn't economically feasible at this time and will take some work to address HAFB security concerns.

- **Strategic Planning and Action Plan Initiatives fiscal year 2015 – Group discussion:**
  - **Burch Property planning and discussion**

Mr. Worthen said 3.5 acres of undeveloped property at address 3400 S. Parker Drive was purchased by the city in December 2013 and Ogden City owns adjacent land the city would like to do a boundary line agreement on to create a park and overflow parking lot that ties into Riverdale's current trail. He said Riverdale Public Works employees have been working to clean up old hazards on the property like a dilapidated barn, a well, and old farm equipment and machinery. Mr. Worthen recommended this future park be added to Riverdale's Capital Improvement Plan and he asked for consensus to keep the land green space, utilizing the existing cottonwood trees so that the city can keep maintenance costs down. Councilor Staten asked if a playground is needed at the north end of Riverdale and Councilor Mitchell said Riverdale Park is just up the street with its two playgrounds and Mayor Searle said he would like the city to avoid any unique amenities that will draw Ogden residents to this park because it is located on their border. Councilor Ellis said he is in favor of keeping this land in its natural state and tying it in to the city's existing river trail system. Councilor Staten said this low lying area often floods so nothing should be developed that could be damaged by flood waters unless the city is willing to elevate and certify the land. Mayor Searle asked about the proposed size of the parking lot and Mr. Worthen said staff would like to start small and expand the lot as needed. Councilor Staten said it will be difficult to enter and exit this proposed new parking lot because it is located on a sharp bend on Parker Drive. Mr. Douglas proposed the city turn the land on the north end into a conservation park as a dedicated open space in exchange for authorization from the Utah Department of Wildlife Resources (DWR) to expand the existing parking lot on the south side of the street where five acres are currently tied up in an open space easement. Councilor Staten advised Mr. Douglas to use the current land's designation to the north as industrial and its location along the Weber River to illustrate to DWR the possibility that if this land swap isn't acceptable, a development that is more environmentally impactful could be proposed for this space in the future.

**Mayor Searle asked for consensus to have Mr. Douglas look into making the city owned property at 3400 S. Parker Drive into a conservation area and the Council voted unanimously in favor of the proposal.**

The Council took a short break at 10:40 a.m. The meeting resumed at 10:47 a.m.

Councilor Staten said he encouraged Riverdale resident Greg Waters to start a petition in an effort to get public input and he apologized if Council members had received angry calls from cycling enthusiasts upset following a City Council vote to close off a bootleg mountain bike trail on the city owned property at 3400 S. Parker Drive. Councilor Staten said he has done some research on the liability of bike amenities and he distributed copies of Ogden City's risk management plan and said when he talked to Ogden City's Risk Manager she told him that

Riverdale's insurance company the Utah Risk Management Mutual Association (URMMA) covers bike trails and BMX bike parks. He said volunteers maintain Ogden's bike facilities and Good Samaritan laws insulate them from liability and he referenced a news article about youth creating a bike park in Park City. Councilor Staten said he spoke with Carl Parker, Loss Control Manager at URMMA, and Mr. Parker said to date no city URMMA represents has been sued for an injury associated with a city bike park or trail and the negligent standard is hard to prove against a conscientious city. Councilor Staten said he reviewed Utah's recreation statute and in his opinion Riverdale would be insulated from liability if they maintained an engineered bike trail with proper signage and liability insurance. He gave examples of mountain bike parks in Utah with ideas he would like Riverdale to emulate and he distributed copies of a rough design he created of proposed improvement to the existing bootleg trail which he hopes to incorporate into the new park. Councilor Staten said he met yesterday with representatives from Ogden Trails and a member of the Ogden Planning Commission to discuss engineering the current bootleg trail for safety to make it a permanent feature and he recommended Riverdale draft a memo of understanding delineating which city will maintain it.

City Attorney Steve Brooks said Mr. Parker called him after his conversation with Councilor Staten concerned that the Council member had taken some things he said out of context. According to Mr. Brooks, some bike injury claims are handled internally by cities before they become lawsuits with cities paying the injured person's medical bills if the victim signs a waiver forfeiting their right to pursue additional litigation. According to Mr. Brooks, bike parks are relatively new and lawsuits are inevitable because they do increase a city's liability and negligence is not difficult to prove. He asked Councilor Staten why Ensign Engineering who employs him wants Riverdale City to sign a waiver of liability for his bike park engineering design if they aren't concerned about liability issues. Mr. Brooks said Riverdale public works staff can't monitor the bike park around the clock and it is impossible to prevent users from modifying the hills and jumps. He said past Councils have discussed liability concerns associated with throwing candy at the annual Old Glory Days parade and determined it was an acceptable risk but he said he can't advocate the city taking on the liability of an illegal bike trail that surveys indicate would be used by less than one percent of local residents. Mr. Brooks said it is poor risk management policy to incur high liability for low use amenities like bike parks when a higher number of residents would utilize features with less liability like splash pads or park playgrounds. He said there are many personal injury attorneys in Utah that specialize in recovering money for cyclists injured in bike accidents and as Riverdale City's Attorney he stands by his legal counsel that bike parks are a high liability low use amenity for the city to assume. Councilor Staten said he did not intend to undermine Mr. Brook's authority and he explained his research was designed to educate the Council about how other Utah cities like Ogden, Park City and Eagle Mountain have made bike parks work and mitigated liability. Mr. Brooks said he is not opposed to bike amenities but it is his job is to offer legal advice to the Council and he gets concerned when an elected official starts offering contradictory legal advice. Mr. Brooks said in his opinion Councilor Staten has let his personal interest in cycling cloud his judgement and has forgotten that he was elected to represent 8,500 residents, not just the small percentage of the population that would use a mountain bike trail or BMX bike park. Councilor Mitchell said he loves the bike features and he said he doesn't think he would be the type to sue if he were injured on a city bike park but working in healthcare he is aware that insurance companies often refuse to pay claims when a third party liability insurer can be billed. Councilor

Staten said when he broke his collar bone he told the insurance company he was on city property when he was injured and they still paid for his medical bills without requiring him to file a claim with Riverdale City. Councilor Griffiths said some severely injured individuals are unable to work following an accident and feel they have no other option to sustain life than to pursue a personal injury lawsuit. He said each Council member has taken an oath to serve the citizens of Riverdale and must evaluate risk ratios in every decision the body makes. Councilor Griffiths said bike amenities could bring more consumers to Riverdale, but he isn't convinced the increased traffic would justify the liability taxpayers would assume. Mr. Douglas said if the breadwinner is killed a family may be forced to sue. Councilor Hunt said the proper role of municipal government is to provide core services and that should be the Council's primary focus. He said if there is consensus to invest in recreational amenities, the Council should be selective in investing in features with low liability and high use. Councilor Hunt said in his opinion bike amenities and skate parks only appeal to a small segment of Riverdale's population and he is not in favor of the proposed mountain bike trail on the city owned property at 3400 S. Parker Drive.

▪ **Design of Bike Pump Track and report on fund raising efforts**

Mr. Worthen said the Council budgeted \$6,000 to turn Riverdale's deteriorating BMX Park into a pump track if an ad hoc committee could raise matching funds and he asked Councilor Staten for an update on fundraising efforts. Councilor Staten said local business Alpine Trails quoted Riverdale \$6,000 last year but they are no longer in business and out of state bids to build a similar pump track have been considerably higher up to \$45,000. He said when he updated the Mayor and Mr. Worthen he offered to do an engineered drawing for the pump track and to organize volunteers to build it, similar to what Ogden City has done. Councilor Staten said he was advised by Mr. Brooks that he could not design the track if his firm was requiring the city to sign a hold harmless agreement insulating Ensign Engineering from future liability associated with the park. He said he has found a Utah company called Blu Line Design out of Sandy that will engineer a design for the pump track and oversee the volunteer construction of the park. Councilor Staten said a local BMX biker has volunteered to help and four boy scouts want to do a portion of the park as part of their Eagle Scout projects, coordinating with Mr. Douglas and utilizing the city's public works employees. He highlighted some design features including a rail fence to direct bike traffic, landscaping to discourage unauthorized digging and weed growth, and edging to keep the decorative bark from spilling over into the bike path. Councilor Staten said the proposed signage was copied from other cities and the sign company has also pledged their assistance. He said his fundraising campaign raised the minimum \$3,000 to build the beginner pump track and he asked if donations could be counted towards that goal because the Council agreed to match funds up to \$6,000. Councilor Staten asked the Council for authorization to allow the ad hoc committee to continue soliciting donations although the fundraising deadline has expired. Councilor Griffiths said he previously voted to budget \$6,000 of city funds towards this project with the understanding the design and construction would be certified by a licensed firm and he asked Mr. Brooks for his legal opinion on Councilor Staten's amended proposal. Mr. Brooks said the bike park must be designed professionally and maintained regularly to prevent users from modifying it and creating features outside the engineered design. He said the ongoing maintenance costs for Riverdale's Public Works Department is something the Council must also consider. Mr. Brooks said Blu Line Design must certify the design and supervise the construction to protect the city, Councilor Staten, volunteers, and boy scouts from professional and personal liability. Mayor Searle said when a section of

Riverdale's trail bridge burned down last summer volunteers offered to rebuild it but the city used a licensed and insured contractor to do the work to mitigate the city's liability. Councilor Staten asked what city resources are available and Mr. Douglas said if the work is done in March his public works employees will have time to help with the pump track's construction. He said there is topsoil available from the BMX Park hills but clay has been recommended because it will require less ongoing maintenance and he said the proposed 270 yards would be excessive for the city's dump truck to carry at an estimated 60 to 80 loads. Mr. Douglas said Alpine Trails said the pump track could be maintained with one or two staff hours a month and he said if this new landscaped proposal is going to increase maintenance time the Council needs to understand that is time that will be taken from other city parks and amenities because they haven't authorized more staffing for his department. He asked Blu Line Designs to provide him with an ongoing maintenance program and identify potential hazards his staff should check during their monthly inspections.

Councilor Staten said Ogden City built their bike park using volunteer labor and he said he is baffled that Riverdale is holding this proposed pump track to a higher standard. He said the attitude of staff seems to be to just say no and raze the current BMX Park because saying yes will require everyone to work harder and find a way to make this project work. Councilor Staten said he has spent 20 hours working on a plan and design for this pump track, he has demonstrated support for the project through the money the ad hoc committee has raised during their fundraiser, and he has spent hours researching how to minimize risk and liability. Councilor Staten said he is frustrated at the opposition to his efforts to facilitate the creation of a unique amenity for the city and he asked for suggestions about how to make bike amenities work in Riverdale. Councilor Griffiths said Ogden is a bigger city than Riverdale and may have a larger percentage of residents that would utilize bike features than Riverdale. He said he voted in support of the \$6,000 budget to modify Riverdale's BMX Park into a pump track and he will continue to support the feature if it is safe and certified by a professional that specializes in designing these features so that Riverdale can minimize its liability. Councilor Hunt said he would like to see these projects work but he is reluctant to incur the liability and doesn't want to act against the advice of the city attorney. Mayor Searle suggested Councilor Staten get a new cost estimate from Blu Line Design and if it is higher than the \$6,000 the Council budgeted for this project last year Councilor Staten could request additional money for the project through a budget amendment. Mayor Searle said Blu Line Design may need to sign off on the proposed Eagle Scout projects if they are going to oversee construction of the pump track. Councilor Mitchell said he would be willing to appropriate more taxpayer funds for this project so the plan can be designed and the feature built and certified to the standard Mr. Brooks is recommending and the liability incurred is acceptable to the Council. He said he would like to find a way to minimize risk to make the pump track work because he believes it will be utilized by a greater number of Riverdale residents than the mountain bike trail and could possibly attract new business like a bike shop to the city. Councilor Ellis said he will support the project if Mr. Brooks approves it and if Mr. Douglas feels his current staffing authorization can maintain it. Councilor Staten asked about the impact on public works and Mr. Douglas said the Alpine Trails design only required a few hours of maintenance a month but this new design with mulch and grass will required more maintenance and will need to have sprinkler lines, which adds to the ongoing cost and manpower he will need to dedicate to this proposed park in perpetuity. Mr.

Douglas said if there is Council consensus to build this park he will find the manpower, but the Council needs to understand it will be diverted from the maintenance of other city parks.

**Mayor Searle asked for consensus to have Blu Line Design give the city a cost estimate for certification of a pump track plan including overseeing construction and the Council voted unanimously in favor of the proposal.**

Councilor Staten said he has a donor lined up that has offered to make up any fundraising shortfalls but he asked Mr. Fortie if the kick starter campaign could also be extended. Mr. Douglas said he would like to meet with a Blu Line Design representative at the bike park site to discuss what materials will be needed and if the current dirt should remain or be removed.

The Council recessed for lunch at 12:04 p.m. The meeting resumed at 12:31 p.m.

▪ **Park development discussion and input**

Mr. Worthen said after the Council recently authorized \$20,000 to hire a park consultant, he drafted an RFP and received five bid proposals. He said after two telephone interviews he is recommending the city contract with JUB Engineering for \$17,000 to work with staff and the Mayor's ad hoc committee to design this future park. Mr. Worthen said JUB has experience dealing with FEMA which will be important because a large percentage of this 18 acres is located in the flood plain. He said JUB's proposal also stood out from the other bids because it referenced tying the new park into the undeveloped city owned property across the river. Mr. Eggett said JUB also has 3D modeling capabilities. Mr. Worthen said the Council will formerly consider adopting a contract with JUB at their Tuesday March 3, 2015 meeting, but the purpose of today's discussion is to hear the Council's ideas for a park proposed to be built on the 18 acres the city recently purchased on River Park Drive. He said the ad hoc park committee has met twice and every committee member has an opinion or concern they are passionate about in the planning of this park. Mr. Worthen said he is hoping the consultant will be able to organize all of this input into a cohesive design to present to the public to get their input and finally propose to the Council for their consideration and funding. Councilor Hunt said as a member of the committee he wants the public to know ball fields were discussed but the limited acreage and shape of the land isn't conducive to ball fields and Mr. Worthen said ball fields would be better suited for the east side of the river. Councilor Griffiths said he would like to see a bridge built across the river connecting the two adjoining park properties and tying into the existing trail by Johnny's Dairy and he asked about the possibility of accessing the Weber Davis Canal Trail. Mr. Worthen said another property owner has a parcel northwest of the 18 acres that adjoins the roundabout the city would like to acquire for a parking lot and Councilor Griffiths suggested the city approach the owner with an offer to buy it. Mr. Brooks said the property owner has been reluctant to sell any of his land in the past and Councilor Ellis said perhaps he will change his mind when he realizes how nicely it ties into the new park and calculates the time and money he will save maintaining the weeds.

**Mr. Worthen asked for Council consensus to have the realtor he has hired to attempt to negotiate land purchases on the city's behalf contact the property owner to see if there is interest in selling the parcel to Riverdale City for development into the new park on River Park Drive and the Council voted unanimously in favor of the proposal.**

Mr. Worthen said he would also like to discuss extending the river trail up into Washington Terrace and support has been expressed for the idea from Riverdale's sister city and Weber Pathways in tentative discussions. He said the project will be costly and would require either building a walkway over the Union Pacific Railroad (UPRR) line or digging a tunnel under the tracks, which will present issues with ground water. Mr. Worthen said he has asked City Engineer Scott Nelson to address how Riverdale could design a path up the steep slopes of the hill between 550 West and the East Bench of Riverdale. Mayor Searle said he talked to a UPRR representative and they appear to be willing to work with Riverdale if the city can secure the funding for a railroad bridge. Mr. Worthen said in the next fiscal year he would like to apply for RAMP funds to help pay for this trail expansion and connect the Riverdale residents that live up 300 West to the lower section of Riverdale City. He said the next fiscal year's budget may include a request to appropriate money to cover engineering and design costs for the proposed trail expansion. Councilor Hunt asked if Washington Terrace has an existing trail to tie into and Mr. Worthen said no it does not but his proposal is for Riverdale to build a trail up to Rohmer Park. Councilor Griffiths said the new trail extension from Riverdale to South Weber is very popular and Mayor Searle agreed. Mr. Worthen talked about South Weber's plans for trail expansion and Mayor Searle said Weber Pathways has plans for new connecting trails throughout Weber County.

**Mayor asked for Council consensus to extend Riverdale's river trail to Rohmer Park in Washington Terrace and the Council voted unanimously in favor of the proposal.**

▪ **Fire vehicle discussion**

Chief Bodily said he is always looking for ways to improve fire service to the community and last year he felt remodeling the fire station was a high priority and in the upcoming fiscal year he would like the Council to consider purchasing a new quint ladder truck with a single axle that has a shorter wheel base than his department's current ladder truck. He said his department often leaves the ladder truck at the station preferring to take the pump truck on fire calls because it is easier to maneuver and his department knows they can rely on mutual aid agreements with neighboring cities that have ladder trucks. Chief Bodily said relying on other agencies is not a sustainable action plan for his department and so he would like to have a fire truck that is easier to maneuver. According to Chief Bodily, his department still owes \$295,000 on the current ladder truck but he is recommending it be resold ahead of schedule while the value is still \$350,000 to \$400,000 so he can purchase a new truck with a smaller wheel base. Mayor Searle asked how much the ladder truck was purchased for and Chief Bodily said approximately \$570,000 and he said his goal is to sell it for enough money to be able to pay off the outstanding loan. Chief Bodily said he would like to buy a new ladder truck for \$650,000 or a new pump truck for \$450,000 to \$500,000. Councilor Griffiths asked if the shorter bed ladder truck can carry extrication equipment and Chief Bodily said the proposed new truck will have two less storage containers but the heavy rescue truck is where the extrication equipment is stored. Councilor Hunt asked how difficult it will be to resale the ladder truck and Chief Bodily said it shouldn't be hard to find a buyer, and he noted that South Ogden City recently bought a used 15 year old fire truck for \$220,000. He said the resale value will likely be higher if the truck is sold to another municipality instead of putting it on the state auction. Mayor Searle asked when the ladder truck was purchased and Chief Bodily said approximately 10 years ago. Chief Bodily

said ladder trucks depreciate in value more quickly after 10 years and now is the ideal time to trade in the city's current truck for a new model. Mr. Worthen said the life of a ladder truck is only 30 years and the current ladder truck's resale value will only decrease over time. Chief Bodily said it doesn't make sense to have a ladder truck that just sits at the fire station and so he is recommending the Council trade it in for a shorter, lighter ladder truck to respond to the scene of fires. Mayor Searle asked how often Riverdale's Fire Department takes the ladder truck to the scene of an emergency and Chief Bodily said almost never and Councilor Mitchell said if the truck isn't being utilized it makes sense to sale it. Councilor Ellis said he thinks it is wise to trade in the current ladder truck while it still has a high resale value because he has concerns the long ladder truck will have difficulty accessing some of the city's new residential developments and Riverdale's four mobile home parks.

Mr. Fortie said Engine 41, Riverdale's pump truck, is scheduled to be replaced in the next three years and he asked Chief Bodily if he could extend its life for five or six years so that his department isn't making payments on two new trucks at the same time. Chief Bodily said the plan is to use the new, shorter ladder truck and put Engine 41 into reserve status but he said he can't extend the life of the pump truck more than three years and if he had to choose he would prefer a new pump truck. Mr. Fortie said a new pump truck isn't in the budget for five more years. Mayor Searle asked what the value of Engine 41 is and Chief Bodily said \$45,000. Mr. Worthen asked what equipment could be transferred from the old ladder truck to a new shorter truck to save costs and Chief Bodily said most of the hoses and equipment won't work on a smaller truck. Councilor Griffiths said a smaller ladder truck could save fuel costs.

Mr. Fortie asked if the city is being short sighted downscaling the size of their ladder truck when it isn't known yet what size of buildings will be built on Riverdale's West Bench and Chief Bodily said it is only a 30 foot difference to downsize to a 78 foot ladder. According to Chief Bodily, the height of the ladder won't affect the range of water, just the angle that his crews will need to aim the hose to fight a fire in a tall building. Chief Bodily said a 110 foot ladder is the longest available and several cities in Utah have ladder trucks with water spraying capacity below the size of their largest buildings. Mr. Fortie asked if the fire insurance costs of Riverdale's big box stores will increase if Riverdale no longer has a 110 foot ladder truck and Chief Bodily said no because most commercial buildings are equipped with sprinkler systems. Councilor Staten asked Chief Bodily if the shorter ladder truck will be able to service Riverdale's businesses and Chief Bodily said it will and Councilor Staten said he will defer to Chief Bodily because his department is his area of expertise, but he expressed concerns about replacing both vehicles with Riverdale's current budget constraints. Councilor Staten said he supported the fire station remodel because Chief Bodily explained the current building didn't meet fire code and had life safety issues. He asked if this new ladder truck is something the department needs or wants and Chief Bodily said his department must have a ladder truck but can make the current ladder truck work if purchasing a new truck will create a budget shortfall. Councilor Hunt said the department would be more efficient with a shorter ladder truck. Councilor Griffiths said Riverdale City has invested in the equipment and manpower of a full-time fire department and in his opinion the department must be maintained. Councilor Staten says he appreciates what Chief Bodily has done to improve Riverdale's Fire Department since he was hired but he said he needs more information and time before he will feel prepared to make a

decision on a new ladder truck. Chief Bodily said he will compile more information for the Council's consideration.

- **Consensus Priorities for drafting FY 2015/16 Budget – Lynn Fortie**
  - **Capital Improvements Projects Plan (FY 2015 – FY 2019)**

Mr. Fortie said the front glass doors of the Riverdale Civic Center are scheduled to be replaced in the next fiscal year but the bids have been twice the budgeted amount of \$16,000. He said the bleachers at the community center are showing signs of metal fatigue so a welding repair has been budgeted to extend the life of the bleachers.

Chief Bodily said he would like to replace his building's natural gas emergency generator with a stand-alone diesel generator and emergency fuel tank similar to the system he had when he worked for the North Davis Fire District. He said the new generator and tank will jut out into Riverdale Park and would need to be screened by a fence for protection. Chief Bodily said a bid for a 500 gallon tank will run essential amenities at the fire station for 300 hours and a reserve 180 gallon fuel tank under the generator will add another 40 hours of power. He said different fuel must be stored in the spring and fall and he said city vehicles could be refueled each spring and fall to utilize the old fuel before refilling the tanks. Councilor Griffiths asked about the 500 gallon fuel storage tank and Chief Bodily said it will be above ground. Chief Bodily said initial cost estimates are \$68,479.00, which includes the cost of the 500 gallon tank and a Generac generator. Councilor Griffiths asked about converting to a dual fuel generator that could use natural gas and diesel fuel and Mr. Douglas said these generators are much less efficient. Mr. Douglas said if the Fire Department upgrades their generator they should plan on powering the adjacent community center which will serve as the community's emergency shelter. He said one generator for two buildings will also be easier to maintain. Chief Bodily said no rewiring would be needed for his building but if the generator also ties into the community center he would need to get new bids and the cost will also include an electrical line to the community center, which will be expensive. Chief Hansen said the current natural gas generator should be transferred to serve as an emergency backup for the police department and civic center. Councilor Griffiths asked why the police department doesn't have its own emergency generator and Chief Hansen said it was in his budget for years but always deemed to be too expensive by administration. Chief Bodily said "it's only money, you can't take it with you". Mr. Worthen said purchasing a new generator for the fire department and community center and moving the existing generator to power the police department and civic center will address two problems.

Mr. Douglas said the playgrounds at East Park and Riverdale Park are scheduled for replacement and he highlighted features of the different proposals including a section of the playground designed for special needs children. Councilor Ellis said he is on the ad hoc park committee and there is a segment of the population that would really like to see playground equipment accessible to special needs children and Mayor Searle said there are three or four vocal mothers on Facebook advocating for this special equipment. Councilor Mitchell said if Riverdale Park's new playground is able to accommodate this request, it could take a lot of pressure off the park committee. Councilor Staten said a veteran with limited mobility lives in his neighborhood and has given him a different perspective on accessibility. Mr. Douglas said special needs playground features are also popular with young children. He said he applied for \$60,000 in

RAMP grant funds to help cover the cost of the new playground equipment and installation but if the city doesn't get the grant money he may need to defer installation of the new playground equipment at East Park for a year.

**Mayor Searle asked for consensus to add special needs features to Riverdale Park's new playground equipment and the Council voted unanimously in favor of the proposal.**

Councilor Staten asked if the proposed playground at East Park could include a slide and Mr. Douglas said the pocket park is probably too small for a slide but he said he will go back to the manufacturer to see what other features could work in this space. Mr. Douglas said the citizen survey had several requests for drinking fountains on the trail and heated restrooms and he discussed the difficulties associated with accommodating these requests. Councilor Griffiths said residents that walk laps for exercise at Golden Spike Park have requested the city install a bench by the scoreboard so that they can rest midway. Mr. Douglas said he can add benches to his budget for the coming fiscal year and he noted there is a bench installed every half mile at Riverdale Park. Mr. Douglas said he is requesting Council authorization to purchase a John Deere front end loader with a plow that he says his department could use up to 300 hours and sell back for more than its \$126,000 initial cost. Councilor Hunt said he supports this purchase.

**The Council voted unanimously in favor of adding a front end loader to the Riverdale Public Works Department budget.**

Mr. Douglas said replacing 20% of the city's water meters with radio read meters is in his budget as well as drilling a new well and water line for the city. Councilor Mitchell said he is excited for the city to upgrade its meters so readings are more accurate and water line leak detection will improve. Mr. Douglas said when the new system is rolled out in five or six years, unusually high water usage or continuous flow for more than 24 hours will flag accounts within days instead of weeks so the possibility of a water line leak can be investigated and fixed quickly. He said budgeted sewer liners and storm water projects will move forward as planned.

Mr. Worthen said design plans for a bike/pedestrian walkway and bridge on 4400 South over I-15 and under I-84 came back higher than initial cost estimates so he will need to ask WACOG for additional funding for this project. He said the Lions Club has volunteered to install a covered pavilion with a picnic table and drinking fountain in the pocket park at the intersection of Parker Drive and 4400 South and Riverdale City will likely need to do some maintenance work and fence the area, if there is council consensus. Councilor Griffiths said improving the pocket park will tie in nicely with the bike/pedestrian walkway in this area and he suggested this would be a good location for a public bike repair station. Mayor Searle asked about parking and Mr. Douglas said some angled parking could be added to the city owned land and Councilor Mitchell said he doesn't think many people will park at this location. **After a brief discussion there was Council consensus not to add parking at this location.**

Chief Hansen said his department's administrative vehicles including three Ford trucks and two Chevy Tahoes are scheduled to be replaced this year. According to Chief Hansen, these vehicles have great resale value. Councilor Mitchell said he has been getting some questions from the public and he asked if Riverdale City will invest in body cameras for officers and Chief Hansen

said the cameras are currently in beta testing and his department has ordered 19 and applied for grant money to help pay for them. He said L-3 Communications has assured him the body cameras will work with the city's existing file server. According to Chief Hansen, body cameras will improve officer safety, incentivize professional behavior, and help exonerate officers if there are conflicting accounts of an incident. Councilor Griffiths said in his career equipment tampering was a problem with some individuals not turning on their GPS so their movements couldn't be tracked and others pulling batteries out of their equipment to cause them to malfunction. Chief Hansen said his department will need a body camera policy and he discussed safeguards designed to prevent tampering like the automatic download of footage when officers return to the station, the inability of officers to edit their footage, and the administrative rights required to delete video footage.

Chief Hansen said only a few applicants have applied for a police officer opening at Riverdale City and he attributed this trend to state changes in law enforcement retirement discouraging people from pursuing careers in law enforcement and other agencies like Salt Lake City recruiting top candidates by offering higher pay and better incentives. According to Chief Hansen it costs \$50,000 to train an officer and to date Riverdale's retention rate has been excellent and he would like Riverdale to remain competitive incentivizing the best officer candidates to join Riverdale's police department.

- **Capital Improvement Plan**
- **Enterprise Funds (Water, Sewer, Storm, Garbage)**
- **Other Funds (General, Internal Service)**
- **Mayor & Council Projects and Initiatives**
- **Department Projects and Initiatives**

Mr. Fortie said a community services employee who helps prepare and serve lunch and cleans up at Riverdale's Community Center has been paid through the Easter Seals Goodwill Senior Community Service Employment Program. He said the employee has reached his lifetime hour maximum with Easter Seals but has appealed to extend one more year. According to Mr. Fortie, the three person kitchen staff cannot function with only two employees so if the appeal is denied Riverdale City will need to include his minimum wage 12.5 hours a week \$5,000 annual salary into the coming year's budget

- **RDA Project Areas Review – Rodger Worthen / Mike Eggett**

Mr. Worthen said he and Mr. Eggett have aggressively marketed the 550 West and West Bench RDA Project Areas but have not had any success securing new development. He said he was shocked when Riverdale lost Cabela's to Farmington City and he attributed the deal to Farmington's ability to incentivize businesses to locate there. He said Riverdale owns five acres on the West Bench near a power substation and although there is interest in the West Bench no developer to date has been able to assemble the different properties and negotiate a price with all the different property owners. Mr. Worthen said he and Mr. Eggett and Mayor Searle meet every Tuesday for "The Development Meeting" and on occasion they invite business or land owners to attend like a representative from the Gibby family or American First Credit Union, which he said has been useful to hear different perspectives on development. Mr. Worthen said in his opinion, Motel 6 is the largest obstacle to West Bench development despite the budget staff lobbied for and was granted by the TEC to assist with the infrastructure costs associated

with moving utility lines. He said staff recently spoke with RDA Attorney Randy File who advised him that Motel 6 cannot be condemned because the RDA's condemnation authority expired five years into the creation of the West Bench Project Area. Mr. Worthen said when staff calls Motel 6's corporate office their calls aren't returned Mr. Eggett said they recently remodeled their hotel and don't appear to have any interest in moving. Mr. Worthen said there is a long police history at this motel and it is not a location that tourists frequent and he said his priority is to try and relocate Motel 6 to entice an anchor business for the West Bench Project Area. Councilor Griffiths said some buildings associated with Motel 6 have been razed and Mr. Eggett said an old restaurant and tennis courts were removed. Mr. Worthen commended Mr. Eggett for his efforts to attract new business to the West Bench and he said many developers have expressed interest but at this time there are no solid proposals on the table.

Mr. Worthen said staff has continued assembling residential properties in the 550 West Project Area and the three remaining properties will be more difficult to acquire because they are rentals and to date attempts to negotiate have not been successful. He said the 550 West Project Area is in year nine of 15 and so there is an urgency to develop so he has hired Realtor Dee Hansen to help assemble and develop the remaining parcels. Mr. Worthen said once all the parcels are assembled, he is confident the 550 West Project Area will be developed. Mr. Worthen said Mr. File told him that the residences that are being purchased for future commercial development will require the RDA to facilitate housing in this or another project area and he said a portion of the 550 West Bench on the slope isn't conducive to retail development and could possibly work for a housing development. He said a nearby apartment complex requires a high police presence and he discussed the possibility of the RDA acquiring another property in this area near Shopko currently owned by a church. According to Mr. Worthen, developers are interested in this 550 West property and the owners of Best Burger and Truly Nolen are open to selling their frontage land, for the right price. Mr. Worthen said UDOT's road median at the intersection in front of Best Burger has impeded some development and he discussed the possibility of enhancing the left hand turn to encourage new development. Mr. Eggett said he would like to see a new intersection created where Farmers Insurance is currently located. Councilor Griffiths said accessibility is an issue for businesses and he said Pep Boys insisted on two entrances and UDOT placed the median to prevent people from making illegal left hand turns into the business. Mr. Worthen said the economy is growing slowly but steadily at two or three percent a year. He said with the pending loss of sales tax revenues in 2030 it becomes even more important to bring in big developments to these two project areas to sustain the city after the loss of subsidy. Mr. Worthen said car dealers have demands put on them by corporate franchisers and city staff are working to try and accommodate their expansion needs. Mr. Eggett said as existing vacant commercial spaces fill up he is optimistic developers will be willing to break ground on new buildings.

Mr. Worthen said Riverdale's RDA rehab loan program continues with eight loans granted last year and two in the current fiscal year. He said since he was hired he has facilitated three purchase assistance loans and Councilor Griffiths said more should be done to educate the public about these programs and Mr. Eggett said Building Official Jeff Woody gives out a lot of information about RDA loan programs and he said he will follow up with Mr. Koger so that he can also pass on this information to properties that need a facelift. Mr. Worthen said only one RDA loan has defaulted to date and Mr. Brooks said another likely will because Riverdale is in

second place as a lien holder on the property which is currently tied up in court. Mayor Searle complimented Mr. Worthen and Mr. Eggett for all their hard work trying to bring new developments to Riverdale.

- **Discretionary**

Mayor Searle said he has a few discretionary items after being contacted by kayaking enthusiasts upset Riverdale isn't going to replace the kayak park feature damaged during the 2011 flooding. He said the Central Weber Sewer Improvement District has cost estimates to repair the damage to their infrastructure and restore the kayak feature and he said the costs are less than anticipated but he isn't in favor of rebuilding it because it could likely be washed away again in a high water year and neighbors are being negatively impacted by the popular swimming hole. According to Mayor Searle, the kayak feature is being blamed for the damage done to Central Weber Sewer's infrastructure but he hasn't communicated this to the kayak enthusiasts who are offering to help fund the reconstruction. He asked for input and Councilor Hunt asked about the cost and Mayor Searle said Riverdale contributed \$43,000 towards the park the first time it was built. Councilor Griffiths said if the feature was further up stream and not adjacent to a residential neighborhood there might be more support for the proposal and Councilor Hunt agreed it isn't an amenity used by many Riverdale residents and Mr. Brooks said this is a high liability feature not used by many of Riverdale's 8,500 residents. Mr. Worthen said there would be some red tape to secure the necessary permits to modify the River and rebuild the kayak park.

**Mr. Douglas asked about changing the way finding signs from Kayak Park to the Brough Trailhead to commemorate deceased Council member Nancy Brough and consensus in favor of the proposal was unanimous.**

Councilor Staten invited all the Council members to attend a merit badge class on cycling in May. No additional discretionary items were noted.

- **Adjourn**

With no further business to come before the Council at this time Councilor Ellis moved to adjourn the meeting and the motion was seconded by Councilor Mitchell. The meeting adjourned at approximately 3:31 p.m.

Approved: April 7, 2015

Attest:

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Norm Searle, Mayor

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Ember Herrick, City Recorder



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Minutes of the **Work Session** of the **Riverdale City Council of Riverdale City** held Tuesday, **March 17, 2015** at 5:30 p.m. at the Riverdale Civic Center, 4600 South Weber River Drive.

Members Present:     Norm Searle, Mayor  
                              Don Hunt, Councilor  
                              Braden Mitchell, Councilor  
                              Michael Staten, Councilor  
                              Brent Ellis, Councilor  
                              Gary E. Griffiths, Councilor

Others Present:       Rodger Worthen, City Administrator; Steve Brooks, City Attorney; Ember Herrick, City Recorder and no members of the public.

Mayor Searle welcomed the Council members stating for the record that all were in attendance except for Councilors Hunt and Ellis who are expected shortly.

Mayor Searle asked for any changes or corrections to the previous meeting minutes and none were noted.

Mayor Searle said the first action item is consideration of Resolution 2015-7 recognizing local law enforcement agencies and he said there are activities planned for the week of March 23 through March 30 including a police open house, a police luncheon with school children at Riverdale Elementary, and a police recognition event. There were no questions or comments on this item.

Mayor Searle said the second action item on the agenda is consideration of the purchase of new playground equipment for Riverdale and East Parks. City Administrator Rodger Worthen said Public Works Director Shawn Douglas will be at tonight's public meeting to answer any questions and he is recommending the city use a sole source provider so that replacement parts and components will be standardized. Mr. Worthen said this \$140,000 bid is only for purchase of the equipment, the installation will be bid separately at an additional cost.

Councilors Ellis and Hunt joined the meeting in progress.

Mayor Searle said the third action item on the agenda is consideration of awarding a bid for the 2015 Sanitary Sewer Liner Project to the low bidder Insituform for \$95,552.00 following an RFP. Mr. Worthen said staff was pleasantly surprised when the project came in under the budget estimated by CEC Engineering.

Mayor Searle said the final action item on the agenda will be a discussion about what type of municipal election to hold in 2015.

Mayor Searle said he was pleased to see a transportation funding bill passed on the last day of the State of Utah's legislative session and he complimented the coalition that helped the bill pass by lobbying senators including the Utah League of Cities and Towns, Wasatch Front Regional

Council, and the Utah Department of Transportation. According to Mayor Searle, the bill will approve a five cent gasoline tax increase and a quarter percent local sales tax option, subject to local voter approval. He said the additional revenue will help cities like North Ogden that have roads in very poor condition and can't maintain with the limited Class C road funding they receive from the state each year. Mayor Searle said he lobbied Senators Millner and Dee to help convince them of the importance of this gasoline sales tax increase and both voted in favor of the bill, helping it to pass.

Mayor Searle asked for any corrections to the previous RDA meeting minutes and none were noted. He said a proposed land purchase will be discussed during tonight's RDA meeting.

Mayor Searle asked for any discretionary items and said he would like to talk about the "Take Pride in Riverdale" clean up week discussed at the February 28, 2015 Strategic Planning meeting. Mayor Searle said this initiative is in response to citizen survey comments complaining about neighbor's unkempt yards and weeds. Councilor Mitchell said he is spearheading this initiative, brainstorming ways to motivate Riverdale's citizens to get involved and soliciting volunteers from the community including the Utah Military Academy, Alpine Church and the various LDS wards in Riverdale. He said Earth Day and Arbor Day are at the end of April which coincides with Riverdale's clean up day when dumpsters will be available on April 25, 2015. Councilor Hunt asked what hours the dumpsters will be available and Mayor Searle said Mr. Douglas could coordinate hours with Robinson Waste Disposal to accommodate the city's cleanup efforts. Councilor Griffiths suggested the spring cleanup should be earlier and the fall cleanup later. Councilor Ellis said he could get the Lion's Club involved and Councilor Mitchell said he had also contacted local businesses Home Depot and Lowes who offered to make volunteers available on April 25, 2015. Councilor Hunt recommended Wal-Mart also be contacted. Councilor Mitchell said the April newsletter will encourage people to sign up at the Riverdale Community Center if they would like help cleaning up their property and the Riverdale Youth City Council will host a contest for most improved property. Councilor Griffiths said staff could use survey feedback to identify areas in Riverdale that need to be cleaned up. Mayor Searle said involving local churches to identify properties in their neighborhoods and coordinate volunteers will help with the logistics of this service project and he suggested Craig Povey be contacted about Riverdale's east bench.

Mayor Searle said the area boy scouts are doing a trail cleanup project on April 18, 2015.

Mayor Searle said his six week community fitness initiative Live Fit starts in April. He said all three area elementary schools are willing to participate in a luncheon with the Mayor and he said teachers will nominate six sixth graders to attend and will also send a representative from the school with the children. Mayor Searle said the children will be transported by emergency vehicle to the Riverdale Fire Station where city department heads will give a brief presentation on their jobs to educate the children about how a municipality works before their pizza lunch.

Mr. Worthen said he was contacted by a Riverdale resident that would like to purchase and restore an old rusted truck located on property the city recently acquired and he asked for Council input about allowing this item to be sold. City Attorney Steve Brooks said the vehicle would need to be sold as is without a title and if the amount is over \$100 it will need to be

surplused allowing other members of the public to bid on the item for purchase. Councilor Ellis said he noticed public works employees working to clean up the area today and it is looking better. Mayor Searle asked if the city could make some of the old farm equipment safe and then incorporate it back into the mountain bike trail and Councilor Staten said he just wants the trail reopened and has no objections to any equipment staff feels is dangerous being removed if it allows cyclists to continue using the trail. Mr. Brooks said until the trail is engineered with proper signage it will continue to be a liability for the city and no one should be trespassing on it.

There being no further business to discuss, the Council adjourned at 6:00 PM to convene into their regular session.

April 7, 2015

Attest:

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Norm Searle, Mayor

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Ember Herrick, City Recorder

DRAFT



**RIVERDALE CITY COUNCIL AGENDA  
CIVIC CENTER - 4600 S. WEBER RIVER DR.  
TUESDAY –MARCH 17, 2015**

Minutes of the **Regular Meeting** of the **Riverdale City Council** held Tuesday, **March 17, 2015** at 6:05 PM at the Riverdale Civic Center, 4600 South Weber River Drive.

Members Present: Norm Searle, Mayor  
Don Hunt, Councilor  
Braden Mitchell, Councilor  
Michael Staten, Councilor  
Brent Ellis, Councilor  
Gary E. Griffiths, Councilor

Others Present: Rodger Worthen, City Administrator; Shawn Douglas, Public Works Director; Steve Brooks, City Attorney; Dave Hansen, Police Chief; Scott Brenkman, Police Lieutenant; Brandon Peterson, Officer; Jamie Boots, Police Sergeant; Lynn Fortie, Business Administrator; Casey Warren, Police Sergeant; Camille Tesch, Police Patrol Secretary; Ember Herrick, City Recorder and 11 members of the public including Kara Peterson, David Leahy and Charles Kerkvliet.

**A. Welcome & Roll Call**

Mayor Searle called the meeting to order and welcomed all in attendance including all Council members.

**B. Pledge of Allegiance**

Riverdale Police Lieutenant Scott Brenkman led the Pledge of Allegiance.

**C. Moment of Silence**

Mayor Searle called for a moment of silence when he asked everyone to remember our police officers, fire fighters, and U.S. military service members.

**D. Open Communications**

Mayor Searle invited any member of the public with questions or concerns to address the Council for approximately three minutes and there were none.

**E. Presentations and Reports**

**a. Recognition of Riverdale Officers Brandon Peterson and Jamie Boots  
Darin Campbell, Commander Veterans of Foreign Wars (VFW) Post**

Mayor Searle said Commander Darin Campbell of the Veterans of Foreign Wars (VFW) Post requested an opportunity to give special recognition to two Riverdale City Officers tonight. Police Chief Dave Hansen said he got a letter from Commander Campbell commending two Riverdale Officers Brandon Peterson and Jamie Boots for catching a purse snatcher in February at the Riverdale Wal-Mart. He said a woman was shopping alone and had her purse stolen and Officers Peterson and Boots apprehended the suspect and returned the purse. Commander Campbell said the media often portrays police officers in a negative light and so

his organization wanted to recognize Officers Peterson and Boots and the entire Riverdale Police Department for the good work they do. He presented Officers Peterson and Boots with Applebee's gift cards and certificates of recognition. Mayor Searle said these two officers are great examples of the department's service to the community and he said the Council will consider a resolution to designate March 23 to 30 as Law Enforcement Appreciation Week in Riverdale later in tonight's public meeting.

City Administrator Rodger Worthen said department reports were included for the months of January and February because the February 16, 2015 Council meeting was cancelled. He recognized the police department for their professionalism in a difficult situations at Target referenced in the police monthly report and he commended Riverdale's Community Development Department including the building official and code enforcement officer for the significant issues they address. Mr. Worthen recognized Community Development Director Michael Eggett for his efforts to open new businesses in Riverdale including Bravo Arts Academy and the relocation of the Golden-Spike Harley-Davidson dealership. According to Mr. Worthen, Mr. Eggett does a lot of work he doesn't get recognized for.

Mr. Worthen said in reference to the two treasury reports included in the packet that fines and ambulance fees are down, but sales tax revenues are up over the previous fiscal year. He recognized staff with anniversaries in February and March, including four police officers and one fire fighter. Mr. Worthen referenced the staffing authorization report and said Riverdale is currently down 1.75 FTEs, which he said will change when seasonal help is hired. Mr. Worthen asked for any questions about the treasury reports or staffing authorization report and none were noted.

#### **F. Consent Items**

Mayor Searle asked for any changes to the March 3, 2015 Council meeting minutes and none were noted.

**Motion:** Councilor Hunt moved to approve the consent items. Councilor Staten seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

**Call the Question:** The motion passed unanimously.

#### **G. Action Items**

- 1. Consideration of Resolution 2015-7 recognizing the dedicated service of local law enforcement personnel to Riverdale City and expressing continued support for law enforcement agencies**

Mayor Searle said the first action item is consideration of Resolution 2015-7 recognizing the dedicated service of local law enforcement personnel to Riverdale City and expressing continued support for law enforcement agencies. He read the executive summary and resolution.

**Motion:** Councilor Ellis moved to approve Resolution 2015-7 recognizing the dedicated service of local law enforcement personnel to Riverdale City and expressing continued support for law enforcement agencies. Councilor Mitchell seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

**Roll Call Vote:** Councilor Hunt, aye; Councilor Griffiths, aye; Councilor Ellis, aye; and Councilor Mitchell, aye; and Councilor Staten, aye. The motion passed unanimously.

**2. Consideration of playground equipment purchase for Riverdale Park for an amount not to exceed the budgeted amount of \$140,000.00**

Mayor Searle said the second action item on the agenda is consideration of purchasing playground equipment for Riverdale Park for an amount not to exceed the budgeted amount of \$140,000.00. Mr. Douglas asked if the Council liked the amended proposal for playground equipment at Riverdale's East Park and he said the price is comparable. Councilor Staten said the new design is preferable to the basic ladder design presented to the Council at Strategic Planning on February 28, 2015. Mr. Douglas said he would like to install both new sets of playground equipment if the installation bids for both parks are under \$30,000, but if not, Riverdale Park is the priority for 2015.

Councilor Hunt asked for clarification of costs and Mr. Douglas said the total budget is \$140,000, \$110,000 is set aside to purchase new equipment, \$30,000 to install it and he said he will have public works staff remove the old playground equipment to keep costs down. Mr. Douglas said he has requested three installation bids and expects to hear back from contractors by the end of the week. Councilor Ellis asked when the new equipment will be installed and Mr. Douglas said if the Council approves the proposal tonight he will order the equipment as soon as he has three installation bids and it will be delivered within six weeks. Mr. Douglas said he would like the playground to be installed in June so the equipment can be utilized during the city's Old Glory Days celebration on July 4, 2015 and is in place before fall when Riverdale Elementary School children that use the playground are back in school. Councilor Mitchell asked if the equipment will have a section of the playground that is handicap accessible and Mr. Douglas said yes it will. Mayor Searle asked for any additional questions or comments and none were noted.

**Motion:** Councilor Staten moved to approve the purchase and installation of playground equipment for Riverdale and East Parks for an amount not to exceed the budgeted amount of \$140,000.00. Councilor Hunt seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

**Roll Call Vote:** Councilor Griffiths, aye; Councilor Ellis, aye; and Councilor Mitchell, aye; Councilor Staten, aye; and Councilor Hunt, aye. The motion passed unanimously.

**3. Consideration of awarding a bid for the 2015 Sanitary Sewer Improvement Project to the low bidder Insituform for \$95,552.00 following an RFP**

Mayor Searle said the next item on the agenda is consideration of awarding a bid for the 2015 Sanitary Sewer Improvement Project to the low bidder Insituform for \$95,552.00 following an RFP. Mr. Douglas said \$200,000 was CEC Engineering's estimated budget

for this project so he was pleasantly surprised when the actual bids came in considerably lower. He said Riverdale City has been pleased with Insituform's work in the past and he said the liner process takes days instead of weeks and doesn't require the cost or disruption of digging up city streets to replacing sewer lines. He asked for any questions and Councilor Mitchell asked for clarification about the bid price because of a typo on the executive summary and Mr. Douglas confirmed the correct amount is \$95,552.00. Councilor Mitchell said he is pleased to see the project come in at half the budgeted amount and Mr. Douglas said there will also be engineering costs associated with the project. Councilor Ellis asked what areas of the city will be serviced and Mr. Douglas said he didn't bring his map but the lines have all been evaluated and the worst areas with cracked or deteriorating lines will be addressed in 2015. According to Mr. Douglas, this method won't fix low lying sewer line pipes. Councilor Hunt asked why only one other bid was received and Mr. Douglas said only a few companies bid on these types of projects so two to four bids in normal. Mayor Searle asked for any additional questions or comments and none were noted.

**Motion:** Councilor Hunt moved to award a bid for the 2015 Sanitary Sewer Improvement Project to the low bidder Insituform for \$95,552.00 following an RFP. Councilor Ellis seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

**Roll Call Vote:** Councilor Ellis, aye; and Councilor Mitchell, aye; Councilor Staten, aye; Councilor Hunt, aye; and Councilor Griffiths, aye. The motion passed unanimously.

#### **4. Discussion about conducting the 2015 Riverdale City Municipal Elections by polling place, all by mail, or hybrid**

Riverdale City Recorder Ember Herrick gave a brief overview of the Council's options for their upcoming municipal election and answered some questions about the cost differences between traditional voting, vote-by-mail and the hybrid option.

**Mayor Searle asked for consensus to proceed with a hybrid municipal election in 2015 and Council consensus was unanimous in favor.**

#### **H. Discretionary Items**

Mayor Searle asked for any discretionary items and Councilor Mitchell asked what is happening with Lesley's RV Storage, stating that he has noticed the lot clearing out and Mr. Worthen said the property owner's intentions cannot be made public at this time. Ms. Herrick said the business renewed their 2015 business license as an RV storage facility.

**I. Adjournment:**

With no further business to come before the Council at this time, Councilor Mitchell moved to adjourn the meeting. Councilor Ellis seconded the motion. The motion passed unanimously.

The meeting adjourned at approximately 6:46 p.m.

Approved: April 7, 2015

Attest:

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Norm Searle, Mayor

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Ember Herrick, City Recorder

DRAFT

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
April 7, 2015**

**AGENDA ITEM: G1**

**SUBJECT:** Consideration of Resolution 2015-8 adopting an interlocal agreement with Weber County for the purpose of administering and conducting the 2015 Riverdale City Municipal Election by Hybrid

**PETITIONER:** Riverdale Election Officer

**ACTION REQUESTED BY PETITIONER:** Consideration of Resolution 2015-8 adopting an interlocal agreement with Weber County for the purpose of administering and conducting the 2015 Riverdale City Municipal Election by Hybrid

**INFORMATION:** [Executive Summary](#)

[Resolution 2015-8](#)

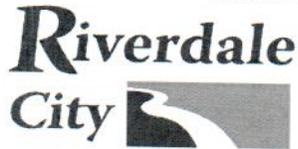
[Interlocal Agreement with Weber County for a Hybrid election](#)

[Exhibit A 2015 Municipal Elections Scope of Work for Hybrid Election Services](#)

[Exhibit B 2015 Municipal Elections Cost Estimate for Hybrid Election Services](#)

[List of Who's Voting by Mail in 2015](#)

**[BACK TO AGENDA](#)**



# City Council Executive Summary

For the Council meeting on:  
April 7, 2015

Petitioner:  
Riverdale Election Officer

## Summary of Proposed Action

Consideration of adopting Resolution 2015-8 to approve an interlocal agreement with Weber County for the purpose of administering and conducting the 2015 Riverdale City Municipal Elections by Hybrid.

## Summary of Supporting Facts & Options

Attached is an interlocal agreement for election services with Weber County. The agreement includes a scope of work and cost estimate to conduct an election entirely by mail with a limited polling location at the Riverdale Civic Center on Election Day. The cost estimate for the limited polling location includes by-mail ballots and envelopes for Election Day and a secure ballot drop box. Riverdale voters will have the option to return their ballot by USPS in prepaid envelopes or by dropping off their ballot at the city offices during normal business hours any time after ballots are mailed out until 8pm on Election Night.

Please note that the cost for the General Election in November has been cut in half due to a Weber County ballot proposition on the November ballot.

## Legal Comments - City Attorney

Steve Brooks, Attorney

## Fiscal Comments - Treasurer/Budget Officer

Lynn Fortie, Treasurer

## Administrative Comments - City Administrator

*I SUPPORT THIS TYPE OF ELECTION.*

Rodger Worthen, City Administrator



RESOLUTION NO. 2015-8

A RESOLUTION OF RIVERDALE CITY COUNCIL APPROVING AN INTERLOCAL AGREEMENT BETWEEN RIVERDALE CITY AND WEBER COUNTY CONCERNING AN INTERLOCAL AGREEMENT TO ASSIST WITH CITY ELECTIONS

WHEREAS, Utah Code Ann. § 11-13-101 et. sec. permits governmental entities to enter into cooperation agreements with each other; and

WHEREAS, Riverdale City wishes to engage Weber County, and their expertise, assistance and services in performing and providing election services to the general public; and

WHEREAS, the Riverdale City Council has fully reviewed the attached Interlocal Agreement between Weber County and Riverdale City concerning a joint agreement for assistance in providing election services for the public and agrees to all the terms and conditions contained therein; and

NOW THEREFORE, the Riverdale City Council hereby approves the attached Interlocal Agreement (attached hereto and incorporated hereby) as written and authorizes the Mayor of Riverdale City to execute this Agreement on behalf of the City.

RESOLVED this 7th day of April, 2015.

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Mayor Norm Searle  
Riverdale City

Attest:

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Ember Herrick  
City Recorder

City Contract No. \_\_\_\_\_  
County Contract No. \_\_\_\_\_

**INTERLOCAL COOPERATION AGREEMENT**  
**BETWEEN**  
**WEBER COUNTY**  
**on behalf of the**  
**WEBER COUNTY CLERK'S OFFICE, ELECTIONS DIVISION**  
**-AND-**  
**RIVERDALE CITY**

THIS AGREEMENT is made and entered into the \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between WEBER COUNTY, a political subdivision of the State of Utah ("County"), on behalf of its Clerk's Office, Elections Division, and RIVERDALE CITY ("City"). The County and the City are sometimes referred to collectively as the "Parties" and may be referred to individually as a "Party."

**WITNESSETH:**

WHEREAS, the County desires to provide the services of its Clerk's office, Elections Division, to the City for the purpose of assisting the City in conducting the City's 2015 primary and general municipal elections; and

WHEREAS, the City desires to engage the County for such services;

NOW, THEREFORE, in consideration of the promises and covenants hereinafter contained, the Parties agree as follows:

1. **Term.** County shall provide election services to the City commencing on the date this Agreement is executed, and terminating on January 1, 2016. The term of this Agreement may be extended by mutual agreement in writing signed by all Parties. Either Party may cancel

this Agreement upon thirty (30) days written notice to the other party. Upon such cancellation, each Party shall retain ownership of any property it owned prior to the date of this Agreement, and the City shall own any property it created or acquired pursuant to this Agreement.

2. **Scope of Work.** The services to be provided by the Weber County Clerk's Office, Elections Division, shall be as set forth in the Scope of Work, attached hereto and incorporated by reference as Exhibit A. Generally, the County Clerk shall perform all elections administration functions as set forth in Exhibit A and as needed to ensure implementation of the City's 2015 primary and general municipal election.

3. **Legal Requirements.** The County and the City understand and agree that the 2015 primary and general municipal election are the City's elections. The City shall be responsible for compliance with all legal requirements for these elections and shall direct the manner in which the elections are conducted. County agrees to work with the City in complying with all legal requirements for the conduct of these elections and conduct these elections pursuant to the direction of the City. The City, not the County, is responsible to resolve any and all election questions, problems, and legal issues that are within the City's statutory authority.

4. **Cost.** In consideration of the services performed under this Agreement, the City shall pay the County an amount not to exceed the estimate given to the City by the County in Exhibit B. The County shall provide a written invoice to the City at the conclusion of the elections, and the City shall pay the County from the invoice within thirty (30) days of receiving it. The invoice shall contain a summary of the costs of the election and shall provide the formula for allocating the costs among the issues and jurisdictions participating in the elections. In the case of a vote recount, election system audit, election contest, or similar event arising out of the City's election, the City shall pay the County's cost of responding to such events, based on a

written invoice provided by the County. The invoice amount for these additional services may cause the total cost to the City to exceed the estimate given to the City by the County. For such consideration, the County shall furnish all materials, labor and equipment to complete the requirements and conditions of this Agreement.

5. **Governmental Immunity.** The City and the County are governmental entities and subject to the Governmental Immunity Act of Utah, Utah Code Ann. §§ 63G-7-101, et seq. (“Act”). Subject to the provisions of the Act, the City and County agree to indemnify and hold harmless the other Party, its agents, officers and employees from and against any and all actions, claims, lawsuits, proceedings, liability damages, losses and expenses (including attorney’s fees and costs) arising out of or resulting from the performance of this Agreement to the extent the same are caused by any negligent or wrongful act or omission of that Party, its officers, agents and employees. Nothing in this Agreement shall be deemed a waiver of any rights, statutory limitations on liability, or defenses applicable to the City or the County under the Act.

6. **Election Records.** The City shall maintain and keep control over all records created pursuant to this Agreement and to the elections relevant to this Agreement. The City shall respond to all public record requests related to this Agreement and the underlying elections and shall retain all election records consistent with the Government Records Access and Management Act, Utah Code Ann. §§ 63G-2-101 et seq. and all other relevant local, state and federal laws.

7. **Service Cancellation.** If the Agreement is canceled by the City as provided herein, the City shall pay the County on the basis of the actual services performed according to the terms of this Agreement. Upon cancellation of this Agreement, the County shall submit to the City an itemized statement for services rendered under this Agreement up to the time of

cancellation and based upon the dollar amounts for materials, equipment and services set forth herein.

8. **Legal Compliance.** The County, as part of the consideration herein, shall comply with all applicable federal, state and county laws governing elections.

9. **Indemnification.** To the extent permitted by law, the City agrees to indemnify and hold County harmless, including providing legal defense costs on behalf of the County, as a result of any legal or administrative claim, action or proceeding brought against the County by any person or entity claiming that the County violated any state or federal law by providing election services under this Agreement.

10. **Interlocal Agreement.** In satisfaction of the requirements of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended (“Interlocal Act”), in connection with this Agreement, the City and the County (for purposes of this section, each a “Party” and collectively the “Parties”) agree as follows:

(a) This Agreement shall be approved by each Party, pursuant to § 11-13-202.5 of the Interlocal Act;

(b) This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each Party, pursuant to Section 11-13-202.5 of the Interlocal Act ;

(c) A duly executed original counterpart of the Agreement shall be filed with the keeper of records of each Party, pursuant to § 11-13-209 of the Interlocal Act;

(d) Each Party shall be responsible for its own costs of any action done pursuant to this Agreement, and for any financing of such costs; and

(e) No separate legal entity is created by the terms of this Agreement. To the extent that this Agreement requires administration other than as set forth herein, it shall be administered by the City Recorder of the City and the County Clerk of the County, acting as a joint board. No real or personal property shall be acquired jointly by the Parties as a result of this Agreement. To the extent that a Party acquires, holds, and disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by this Agreement, such Party shall do so in the same manner that it deals with other property of such Party.

11. **Counterparts.** This Agreement may be executed in counterparts by the City and the County.

12. **Governing Law.** This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.

13. **Integration.** This Agreement, with attached exhibits, embodies the entire agreement between the Parties and shall not be altered except in writing signed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above written.

RIVERDALE CITY

By: \_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Recorder

Approved as to form and compliance  
with applicable law:

\_\_\_\_\_  
City Attorney

Date: \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS  
OF WEBER COUNTY

By: \_\_\_\_\_

Kerry Gibson, Chair  
Commissioner Gibson voted \_\_\_\_\_  
Commissioner Bell voted \_\_\_\_\_  
Commissioner Ebert voted \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Ricky Hatch, CPA  
Weber County Clerk/Auditor

Approved as to form and compliance  
with applicable law:

\_\_\_\_\_  
County Attorney

Date: \_\_\_\_\_

**Exhibit A**  
**2015 Municipal Elections**  
**Scope of Work for Hybrid Election Services**

The County shall provide to the City an Official Register as required by Utah Code Ann. § 20A-5-401, (as amended).

The City shall perform all administrative functions related to candidate filing requirements and all other requirements of Utah Code Ann. § 20A-9-203 (as amended), including all administrative functions related to financial disclosure reporting.

The City shall be responsible for all Public Notice(s) required by law.

The City agrees to consolidate all elections administration functions and decisions in the County Clerk to ensure the successful conduct of multiple, simultaneous municipal elections. In a consolidated election, decisions made by the County regarding resources, procedures and policies are based upon providing the same scope and level of service to all the participating jurisdictions and the City recognizes that such decisions, made for the benefit of the whole, may not be subject to review by the City. This includes participation in the Election Day Voter Registration Pilot Project in accordance with Utah Code Ann. § 20A-4-108.

Services the County will perform for the City include, but are not limited to:

- By-Mail Ballot Administration (for all active registered voters)
- Ballot Layout and Design
- Printing Optical Scan Ballots
- Program and Test Voting Equipment (if necessary)
- Program Electronic Voter Register
- Poll Worker Recruitment & Training (if necessary)
- Delivery of Supplies and Equipment
- Tabulate and Report Election Results
- Provisional Ballot Verification
- Update Voter History Database
- Conduct Audits (as required)
- Conduct Recounts (as needed)
- Election Day Administrative Support

The City will provide the County Clerk with information, decisions, and resolutions and will take appropriate actions required for the conduct of the election in a timely manner.

The County will provide a good faith estimate for budgeting purposes (Exhibit B). Election costs are variable and are based upon the offices scheduled for election, the number of voters, and the number of jurisdictions participating as well as any direct costs incurred.

The City will be invoiced for its pro-rata share of the actual costs of the elections which will not exceed the estimate in Exhibit B.

In the event of a state or county special election being held in conjunction with a municipal election, the scope of services and associated costs, and the method of calculating those costs, will remain unchanged.

**Exhibit B**  
**2015 Municipal Elections**  
**Cost Estimate for Hybrid Election Services**

Below is the good faith estimate for the upcoming *2015 Municipal Election* for the City of RIVERDALE. The City will be billed for actual costs, which will not exceed this estimate. The estimate herein does not include any Public Notice expenditures as such expenses are administered by the City.

The cost estimate is calculated using the following variables and assumes both a primary and general election will be held:

<b>Primary Election</b>	<b>Amount</b>
Active Registered Voters	3,427
Anticipated Voter Turn-Out	28%
Precincts	5
Number of Polling Locations	1
Number of Voting Machines	0
Number of Poll Workers	0
Number of Electronic Registers	1
Number of Ballot Styles	1
Offices up for Election:	
Mayor	0
City Council Seats	3
<b>Estimated Cost</b>	<b>\$4,235</b>

<b>General Election</b>	<b>Amount</b>
Active Registered Voters	3,427
Anticipated Voter Turn-Out	48%
Precincts	5
Number of Polling Locations	1
Number of Voting Machines	0
Number of Poll Workers	0
Number of Electronic Registers	1
Number of Ballot Styles	1
Offices up for Election:	
Mayor	0
City Council Seats	3
<b>Estimated Cost</b>	<b>\$2,118</b>

# Who's Voting by Mail in 2015?

## Doing It

- o Alta
- o Big Water
- o Castle Valley
- o Cedar Hills
- o Centerville
- o Cottonwood Heights
- o Draper
- o Garden City
- o Hatch
- o Holladay
- o Hideout
- o Heber
- o Leeds
- o Levan
- o Mayfield
- o Midvale
- o Murray
- o Monticello
- o Randolph
- o Riverdale
- o Riverton
- o Roosevelt
- o South Jordan
- o South Salt Lake
- o Springdale
- o Vernon
- o Wales
- o West Jordan

## Considering It

- o Centerville
- o Farmington
- o Gunnison
- o Herriman
- o Hooper
- o Lehi
- o Logan
- o Mapleton
- o Monroe
- o Ogden
- o Provo
- o Providence
- o Richmond
- o SLC
- o Smithfield
- o Syracuse
- o Taylorsville
- o Uintah
- o Vernal
- o Vineyard
- o Washington
- o W. Bountiful

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
April 7, 2015**

**AGENDA ITEM: H**

**SUBJECT:** Discretionary Items

**PETITIONER:** Elected, Appointed, and Staff

**ACTION REQUESTED BY PETITIONER:** Open agenda item provided for comments or discussion on discretionary items.

**[BACK TO AGENDA](#)**