

Minutes of the **Regular Meeting** of the **Riverdale City Council** held Tuesday, **August 16, 2005** at 6:05 pm at the Riverdale Civic Center, 4600 South Weber Drive.

Members Present: Bruce Burrows, Mayor
Nancy Brough, Councilor
David Gibby, Councilor
Stan Hadden, Councilor
Stacey Haws, Councilor
Shelly Jenkins, Councilor

Others Present: Larry Hansen, City Administrator
Lynn Moulding, Public Works Director
Randy Daily, Community Development Director
Wayne Hoaldrige, Public Safety Director
Doug Illum, Fire Chief
Dean Gallegos, Fire Captain
Allen Miller, Fire
Tracy Morning, Fire
Jan Ukena, City Planner
Dennis Miller, Parks
Lynette Limburg, Executive Assistant
Cindi Mansell, City Recorder

Kim Thomas	George Bunting
Diane Baker	Norm Baker
Greg Limburg	Matthew Idema
Robert Cooper	Larry McMichael
Neal Citte	

Mayor Burrows called the meeting to order and welcomed those present. Councilor Haws offered the Pledge of Allegiance. Mayor Burrows read a quote from John Quincy Adams; followed by a Moment of Silence.

Open Communications

Mayor Burrows reported that Kent Eskelsen has withdrawn from the agenda. He stated the administrative staff is working towards resolution of this issue.

Mayor's Report

Mayor Burrows regretfully reported he has accepted the resignation of Greg Limburg as a Planning Commission member and Chairman. He stated Mr. Limburg is present this evening with his wife, Lynette; and has submitted his resignation due to family and work commitments. He stated official recognition of Mr. Limburg will take place at the September 6, 2005 Council meeting; but for now, he would like to express a heartfelt thanks for almost eight years of service and for being a tremendous asset to Riverdale City.

Mayor Burrows stated he had failed to thank those who helped to plan and carry out the Employee Picnic. He stated he would also like to thank and congratulate all those who have submitted their Declaration of Candidacy for the upcoming election. He acknowledged that Norm Searle will withdraw his candidacy due to a conflict with the nepotism policy wherein he has a relative working for the City. Mayor Burrows stated he appreciates the community spirit and interest in the political process.

Mayor Burrows discussed the ongoing battle with the State Legislative Taskforce concerning sales tax. He stated meetings have been held and it would appear to be a very real and grave situation. He explained the way the taskforce is looking at things, the hold harmless provision that has been in place since 1983 that leaves .75% of .01 sales tax is being considered. Mayor Burrows stated it is imperative to contact legislators and senators to voice opposition to this topic.

Mr. Hansen offered clarification there are actually two task forces; one legislative and the other has been put together by the Utah League of Cities and Towns (ULCT). He stated staff met with the ULCT Task Force along with other cities who are protected under the hold harmless provision. He stated because Riverdale is such a small residential community (population of 8,000) and because sales tax is distributed based on this population; Riverdale would be vulnerable for about \$900,000 per year loss or more. Mr. Hansen stated staff is working very closely with the task force and other cities in trying to minimize potential damages.

Administrative Report

Department Information

Mr. Hansen explained the monthly report continues to address requests to inform the City Council as to happenings within each department. He stated he appreciates the cooperative efforts of staff to provide a wonderful Old Glory Days celebration. He referenced individual department reports; include fire strategy materials as well as code enforcement.

Mr. Hansen reminded the Council of the August 27, 2005 Strategic Planning Meeting. He referenced the book of job descriptions as given to the elected officials in April; and asked that these be brought to the meeting. Mayor Burrows encouraged the Council to reference only those job descriptions with which they have concern; in effort to prevent the time it will take to go through every single job description.

Employee Recognition

Mr. Hansen explained he would like to recognize the following employees and years of service:

- | | | |
|-------------------|----------------|----------|
| • Lynette Limburg | Administration | 19 years |
| • Dave Griggs | Fire | 11 years |
| • Tracy Morning | Fire | 10 years |
| • Dean Gallegos | Fire | 10 years |
| • Allen Miller | Fire | 9 years |
| • Norman Farrell | Public Works | 7 years |
| • Bart Poll | Public Works | 7 years |

- | | | |
|-------------------|-----------------|---------|
| • Dennis Miller | Public Works | 5 years |
| • Mikel Kilfoyle | Fire | 3 years |
| • William Patrick | Fire | 3 years |
| • Nicholas Call | Public Works | 3 years |
| • Kevin Wade | Recreation | 2 years |
| • Jan Ukena | Community Dev. | 1 year |
| • Mike Junk | Legal | 1 year |
| • Clara Johnson | Business Admin. | 1 year |
| • Jennifer Davis | Recreation | 1 year |
| • Jennifer Benson | Recreation | 1 year |

Mayor Burrows and Mr. Hansen expressed their appreciation and presented certificates and service awards to those employees present: Tracy Morning, Lynette Limburg, Dean Gallegos, Allen Miller and Dennis Miller.

Resolution #23-2005 providing for Personnel Policies & Procedures Amendments

Human Resource Manager Comeau addressed the Mayor and Council. She explained the policy amendments as proposed to travel and training expenses; work hours; and employment references are to provide clarity and consistency. She stated the drug and alcohol policy changes are for clarification and consistency and in need of update to comply with Federal Law.

Inquiry was raised as to the definition of "safety sensitive positions" and whether it would be a concern or liability to the City for anyone to operate a city-owned vehicle. Mrs. Comeau explained other than pre-employment testing, testing cannot be performed on those employees that are not in safety sensitive positions. She stated she had requested the City Attorney check into the zero tolerance position but has yet to receive this information.

Inquiry was raised as to specific safety sensitive positions; with Mrs. Comeau stating this would typically involve Police, Fire, and Public Works. She stated requirements may be more stringent for the Public Works personnel due to their CDL licensing. Inquiry was raised as to reference to the Drug Policy Coordinator; and it was stated that Mr. Hansen will serve in this capacity. Further inquiry was raised regarding the position of Building Inspector, with Mrs. Comeau stating this is not considered safety sensitive and would fall in with regular City employees.

Councilor Jenkins inquired as to URMMA's position on this policy. Mrs. Comeau explained she had talked about the zero tolerance policy with them, and Mr. Hansen stated this could become a future consideration. The lottery concept was questioned, with Mrs. Comeau stating random would be from a random pool. She stated a monthly list is sent to the City to comply with the 25% monthly random testing requirement. She stated the employees are then sent to IHC Workmed; and must report within 24 hours if they are not working and immediately if they are working.

Discussion followed regarding the travel and training policy, with Councilor Brough inquiring if per diem was ever authorized for spouses of employees. Mr. Hansen stated although he

has never seen this personally, there are occasionally circumstances relative to recognition of individuals in the City who have been involved with professional associations. Councilor Jenkins expressed concern that this provision may become discretionary and subjective; stating she would be in favor of striking this issue because she feels there is no requirement to be fair. Further discussion followed regarding the removal of spouse per diem daily allowance and there appeared to be consensus to remove the wording "without advance approval of the City Administrator".

Motion Councilor Gibby moved for approval of Resolution #23-2005 amending the Riverdale City Personnel Policies & Procedures Handbook as proposed. Councilor Jenkins seconded the motion.

Roll call vote. Councilor Haws, Yes; Councilor Jenkins, Yes; Councilor Hadden, Yes; Councilor Brough, Yes; and Councilor Gibby, Yes. The motion passed unanimously.

Roundabouts - Consideration of Bids & Award of Contract

Mr. Moulding explained a bid opening was held for the roundabouts on 4400 South at Parker Drive and Cozydale. He stated two bids were received; and the low bid was Leon Poulsen Construction in the amount of \$553,782. He stated the bids came in higher than expected and over budget; and he believes this is due to the quick timeframe to have the roads open for traffic by October 15, 2005; with the balance of the project to be completed by November 15, 2005. Mayor Burrows stated perhaps the bidding was also done during busy season. Mr. Moulding stated he would agree this is a difficult time of year, as these types of projects are typically bid out in winter.

Mr. Moulding stated his original recommendation was to put off the project and wait to rebid; however, he is now concerned that if the project is postponed there will be substantial price increase in materials. He stated he is unsure as to cost increase amounts, but the potential makes him nervous.

Councilor Brough stated Councilor Jenkins has raised questions raised by UDOT relative to failure of roundabouts after a specific period of time; and specifically, one-lane roundabouts such as these. Mr. Hansen stated traffic studies done by Wilbur Smith indicated roundabouts would be sufficient until 2030; and there is also consideration to signalized intersections at 700 or 900 West. He stated although signals would not tend to change the performance of the roundabout, they are strictly based on traffic volume and could offer a small percentage break in traffic.

Councilor Gibby stated he does not see any other option on these two intersections at this time; and Mr. Moulding stated he would agree. Councilor Jenkins stated the UDOT representative provided the website address from which to obtain specific roundabout information, and expressed concern of project success for this amount of funding. Mr. Moulding stated he did review the website, and does have high faith in Traffic Engineer Bill Baranowski's ability to design good roundabouts. Councilor Jenkins stated the UDOT representative opinion, UDOT itself, traffic flow, and the speed of traffic is where she can

foresee failure. Mr. Moulding stated there could be many events that could make it fail; yet the same issue could arise from a traffic signal as well.

Mayor Burrows stated staff recommendation is for approval. Inquiry was raised as to the over budget amount, with Mr. Hansen stating he has talked with Mr. Fortie regarding this issue. He explained the FY2005 financial statements have recently been completed and have resulted in higher fund balance in capital projects by about \$300,000. He explained part of this particular bid (\$100,000) would be financed out of utility accounts for storm water (\$73,088) and sewer (\$61,051). Mr. Hansen stated although there may be the need to amend the budget prior to end of FY2006, he feels there should be adequate funding.

Mr. Hansen continued to discuss the cooperative agreement on the 300 West widening project. He stated should Wasatch Front Regional Council approve additional funding; the City commitment would go from \$133,000 to \$200,000. He stated this would take up about \$60,000 of additional funds as identified. Mr. Hansen stated these particular roundabouts are fairly critical within the capital projects budget and administration would recommend the project move forward.

Councilor Gibby stated there are two bids; both very close in amount. He discussed risks associated with waiting in that construction costs could elevate by next spring. He stated this project is somewhat of a community expectation that he feels the Council should move ahead and proceed with.

Councilor Brough asked for clarification that the City could financially afford both the roundabout project and the 300 West project. Mr. Hansen stated no projects as adopted would be dropped; and there would still be remaining margin. Councilor Jenkins inquired as to information or training for public use of the roundabouts, when considering the impact on the police department due to the period of adjustment. Mr. Moulding stated he would be unsure as to how to go about providing training. Discussion followed regarding the perception of the existing roundabout that Riverdale has had for a few years; and the fact it is rare to see any vehicle going the wrong way. Mayor Burrows stated he would guess the community to be fairly familiar with the use. Councilor Jenkins expressed concern when comparing the volume on 4400 South to that of River Park Drive; and Councilor Brough stated that is also a wider and slower traffic area in comparison to these proposed roundabouts.

Councilor Haws inquired as to whether the bids came in high because of price increases or the tight schedule. Mr. Moulding stated he feels both reasons contributed to the bid amounts. He suggested perhaps delay would provide a longer window of time for completion and possibly not increase the price. Debate followed as to whether delay would cause increase or decrease, with Mr. Moulding stating this is unknown but the City would be taking a chance. He stated he had met with the contractor in regards to the tight schedule and has been assured it can be done. Further discussion followed regarding weather factors.

Councilor Gibby stated he feels there to be more risk in waiting than benefit to be gained by waiting. He stated the two bids are close in amount.

Motion Councilor Gibby moved for approval of the bids and award of contract to Leon Poulsen Construction in the amount of \$553,782 for the roundabouts on 4400 South at Parker Drive and Cozydale - Project #381. Councilor Hadden seconded the motion.

Roll call vote. Councilor Jenkins, No; Councilor Hadden, Yes; Councilor Brough, Yes; Councilor Gibby, Yes; and Councilor Haws, No. The motion passed 3-2.

Final Pay Request - 1150 West Storm Drain Improvements/1500 West Sanitary Sewer

Mr. Moulding explained the 1150 West Storm Drain Improvement/1500 West Sanitary Sewer Replacement Project has been completed. He stated staff would recommend payment of the final pay request to E.H. Knudson Construction in the amount of \$101,336.

Motion Councilor Gibby moved for approval of the final pay request as proposed and payable to E.H. Knudson Construction in the amount of \$101,336. Councilor Hadden seconded the motion.

Roll call vote. Councilor Hadden, Yes; Councilor Brough, Yes; Councilor Gibby, Yes; Councilor Haws, Yes; and Councilor Jenkins, Yes. The motion passed unanimously.

Ordinance #648 enacting Storm Water Management Phase II regulations

Mr. Moulding explained the proposed ordinance is the companion ordinance to the stormwater management plan as adopted last fall. He stated at that time both the plan and ordinance were proposed; however, there was not a City Attorney on staff. He stated if the City is to enforce the elements within the Storm Water Management Plan, there is the need to have an ordinance in place. Without an ordinance, it would be difficult to comply with State of Utah/EPA regulations. He stated the Council desire was to wait for legal review, which has since been given. Mr. Moulding stated staff would recommend adoption of the ordinance.

Councilor Hadden expressed concern as to potential inequities by requiring payment by all persons equally based on square footage. He stated the residents on South Weber Drive do not have storm sewer nor curb, gutter, or catch basins. He stated they do not put storm water onto the roadway as they have gravel driveways; and inquired if it is fair for this homeowner to be charged a storm water fee like everyone who has those amenities. Mr. Moulding explained the fee does not have to do with where a resident resides, but rather for the use of streets within the City. Councilor Hadden stated he would argue this is not a road tax, but rather, a storm sewer tax.

Mr. Hansen stated the City Council had deliberated in terms of equity when the storm water management plan was adopted. He stated this entails impervious surface and the amount of water contributed to the storm water system. He stated another piece which the Council thought to be material and equitable was the fact that all residents that use City streets share the responsibility for dealing with the unfounded mandate regarding the storm water that comes off the streets. He stated when considering the fee for ERU's (\$2.00 per

month for residents), this was done in such a way that impervious surface that was far in excess would also be a factor of the ERU rate. He explained there were calls with these same questions when the City implemented this particular utility account. He stated this does not deal with contribution to storm water, but rather the community sharing the use of city streets and the responsibility. He stated staff feels this to be the most fair way to deal with the unfounded storm water mandate.

Councilor Haws stated the ERU was created as to how much to bill commercial; not residential. He stated the runoff from residential is a negligent amount.

Motion Councilor Gibby moved for approval of Ordinance #648 adopting a new chapter under Title 8, Water and Sewer, Chapter 5, Storm Water Management, to enact regulations to comply with Phase II of the Federal Clean Water Act; and to otherwise regulate storm water and drainage as proposed. Councilor Brough seconded the motion.

Roll call vote. Councilor Brough Yes; Councilor Gibby, Yes; Councilor Haws, Yes; Councilor Jenkins, Yes; and Councilor Hadden, Yes. The motion passed unanimously.

Further Consideration - City Entry Signage Proposal

Kim Thomas, YESCO, addressed the Mayor and City Council. She illustrated a blue color sample, designed to accompany the new City Logo. She presented a new design with options; white lettering, blue lettering; and different logo to appear that water is running directly into the waterfall feature of the display.

Councilor Gibby stated he would prefer the top design of the previous design; and does not like this proposal. He further stated it would nice if the width of the water feature matched the width of the flow. Discussion followed regarding illumination at night, and the preference of the white versus blue option was given. Ms. Thomas stated an acrylic face on the logo portion could be backlit, but would require more maintenance.

Mayor Burrows stated the Council is really not bound by any timeframe. He expressed appreciation to Ms. Thomas and YESCO for their patience and hard work towards this project.

Councilor Gibby stated he feels the design is attractive and would serve as a great improvement to the entryway. Councilor Jenkins stated there is currently nothing, so anything would be an improvement. She discussed the concept of branding or trademark, and the desire for some type of identity to be established at every city entrance. She expressed the need for consideration of other areas, space needs, and how to ensure continuity. She stated this is not a high profile entrance to the City, but rather a nice consideration; and she would hate to see the Council put all their finances into one basket. Discussion followed regarding the concept of creating identity in one corner and at a substantial cost to the city, with Councilor Jenkins stating she would like to continue to work on this concept.

Councilor Haws inquired as to traffic counts on Freeway Park Drive versus 4400 South coming to the City. Mr. Hansen stated the FY2006 budget does allow for an amount of money to cover signage at both locations (approximately \$30,000). He stated if \$23,000 is spent for Freeway Park; there is potential for something to be constructed to fit in the roundabout. Mr. Moulding stated typically, it is not good to place something attractive in the middle of a roundabout that could potentially distract a driver's attention. He stated perhaps signage could be placed more to the side.

Ms. Young stated with this design process, she will attempt to come up with an idea that everyone likes and would try to work within the various areas. She stated if the Council likes the proposed concept, she can then begin utilizing the design for other areas. Discussion followed relative to cost, with Ms. Young stated the additional cost for the water feature and pond is about \$6500.

Councilor Brough stated there is no rush, and she would have concern as to first defining signage locations and ensuring fit.

Mr. Hansen discussed the look that Roy has achieved with their entries in that they have variations yet are similar. Mr. Daily stated Roy has indicated their costs ranged from \$7,000 to \$16,000; and the landmarks are made of hollow aluminum cabinet. Mr. Hansen stated staff has had extensive discussions with Gil Schaefer who worked on the Heritage Study. He discussed the concept of branding, various locations, and those locations which probably would utilize similar looking concepts.

Mrs. Ukena stated when looking at the logo, it appears the casing is the discussion item. She stated she feels this appearance is a neat idea in this area, but is hearing perhaps to keep the illumination and set the feature down more on the ground or elevate with landscaping rather than a water feature for other areas. Discussion followed regarding this particular shape does not have to be the same at each city entry, but rather the city identifying portion. Mrs. Ukena stated this particular feature is expensive because of the water feature and pillars.

Councilor Brough stated she would prefer the offset in pillars rather than the rectangular design. Councilor Jenkins stated the ideas as provided have been wonderful, and suggested additional discussion at the upcoming Strategic Planning meeting relative to other areas, size, spacing, design, and perhaps other concepts of materials. She stated for the high cost, she does not absolutely "love" the design. Ms. Young stated she would be happy to consider these other elements.

Councilor Hadden inquired if the City has made determination as to location of the other signs for Riverdale entryway areas. Mr. Hansen stated other than the proposal on Riverdale Road, other locations are unknown. He stated staff would be happy to discuss these further; stating novel approaches, logo, and design are key to the community. He stated as opposed to rock and stone, perhaps there should be focus back on the logo and branding concept.

Councilor Gibby stated he would prefer additional brainstorming on this concept, different sizes, different areas, and different costs. Ms. Young stated she has eight different designers; and could request options and different concepts. Mrs. Ukena stated perhaps this is a good idea, as she has driven Ms. Young all around the City and shown her the various entrances. Ms. Young stated she could even superimpose designs into the specific areas.

Councilor Jenkins referred back to the water coming out of the stacked rock, stating she feels the water through the "R" would be better. Mayor Burrows stated he feels Ms. Young is on her way to great ideas; and expressed appreciation for the time she has taken. Mr. Hansen stated this issue will either be brought back in the August Strategic Planning or another subsequent meeting. Councilor Hadden suggested in the meantime, staff can review locations, footprints, areas, size, etc.

Ms. Young stated she will continue to work on the concepts and ideas. She referenced the Council to the website for ideas at www.yesco.com to view sign portfolios categorized by type of business.

Discretionary Business

Budgetary Concerns

Councilor Jenkins stated in looking forward with optimistic hope and the creation and offering of other amenities to the community, she would like to request staff take a different approach with the check register and break down expenditures relative to the Senior Center. She stated the greatest expenses are what appear to be going on now, and the Council is constantly attempting to add those up. She stated she personally cannot get a grasp of expenditures and revenues, and would like to see outgoing expenses broken down into which part is covered by the RDA. She stated the listing as in the check register discloses just enough detail to raise questions.

Mayor Burrows inquired as to the kind of time requirements this would place on staff. Mr. Hansen stated the check register is a Caselle generated report to illustrate the checks which have been processed. He stated this type of information would involve a refinement of financial statement preparation. He referenced the fund balance allocation report, stating staff has been working with Mr. Fortie and Jonalynne Walker to consider expansion and accounting refinement detail involving Senior Center finances.

Mr. Hansen stated indeed, perception accounts for a lot, and many stages have recently been wrapped up in conjunction with the Senior Center opening. He stated these types of charges will not be typical. Councilor Jenkins explained she is looking ahead concerning aspects such as the lunch program, etc. and stated she would simply like to have a better grasp on actual expenses. Mr. Hansen stated a pro-forma was put together when the facility was originally proposed; and staff intent is to develop reports to be able to provide this type of information. He stated FY2005 is being wrapped up; and now well into FY2006 to begin to provide this type of detail as requested. He stated for now, he would refer the Council to the fund balance allocation report that does show revenues and expenditures.

Councilor Brough inquired as to whether the Senior donations are actually covering the cost of meals. Mr. Hansen stated those revenues and expenditures are included on the financial statements. He stated the statements are intended to be provided relative to pro-forma, and he would hope to be able to provide this type of information by the end of September.

Councilor Jenkins further questioned donations; citing the example of the Weber Pathways donation towards the Weber Sewer river crossing project. She stated there has been a lump sum distribution to Weber Sewer; and inquired where it shows the deposit of donations towards certain projects. She stated she would feel that contributors would want to see how their donation was spent rather than it getting placed directly into the General Fund.

Mr. Hansen stated because governmental accounting is different, the money has to be receipted into the General Fund into a specific account. Inquiry was raised as to how this translates into reality and what is done with the donation, and the request was made for staff to provide detail information. Mr. Hansen stated this type of information falls to Mr. Fortie and Jonnalynne Walker in getting this set up to be able to provide meaningful financial information reports.

With no further business to come before the Council at this time, Councilor Gibby moved to adjourn the meeting. Councilor Brough seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 7:49 p.m.

Attest:

Approved: September 6, 2005

Cindi Mansell, City Recorder

Bruce Burrows, Mayor