

Minutes of the **Regular Meeting** of the **Riverdale City Council** held Tuesday, **November 15, 2005** at 6:00 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  
Randy Daily, Community Development Director  
Lynn Fortie, Business Administrator  
Wayne Hoaldrige, Public Safety Administrator  
Dave Hansen, Police Lt.  
Steve Brooks, City Attorney  
Jan Ukena, City Planner  
Jeannette Hall, Community Services Director  
Earlene Lee, Court Clerk  
Cindi Mansell, City Recorder

Gary Griffiths	Kim Thomas	Larry Bybee
Mike Argyle	Cheri Argyle	Kit Hunter
Steve Kier	Scott Kier	Jeri Taylor
Russ Taylor	Rex Palmer	Bob Arbuck
Dan Lundgren		

Mayor Burrows called the meeting to order and welcomed those present. Councilor Haws offered the Pledge of Allegiance. Mayor Burrows then read a quote by Theodore Roosevelt in 1907. A Moment of Silence followed.

### **Mayor's Report**

Mayor Burrows reported that Marriott-Slatersville City has invited Riverdale City to attend the Open House of their Municipal Complex and Senior Center. He stated this event is scheduled for Wednesday, November 16, 2005, from 6:00 - 8:00 p.m.

Mayor Burrows presented a "Thank You" poster from the students at Riverdale Elementary thanking Riverdale City for their donation. He explained this is a beneficial example of the Partners in Education funding.

### **City Administrator's Report**

#### **Department Information**

Mr. Hansen referenced the information packet with summary reports by department for the month of October, 2005.

### **Employee Recognition**

Mr. Hansen honored David Hansen, Police, 20 years; Jeannette Hall, Community Services, 15 years; Lynn Fortie, Business Administration, 14 years; Earlene Lee, Justice Court, 6 years; and Steve Brooks, City Attorney, 1 year. He expressed appreciation towards these valued employees and all they have done in their years of tenure. Mayor Burrows and Mr. Hansen then participated in congratulating these employees.

Mr. Hansen stated he has one additional award to present this evening. He explained that in September 2005, Ms. Mansell attending the 50<sup>th</sup> Annual ARMA Conference in Chicago, IL. He stated at that training, she was selected and honored as the Utah-Salt Lake Chapter Member of the Year. He stated this is a result of her years of dedication and contribution to the local Chapter, and is a high honor bestowed upon her by her association peers. Mayor Burrows and Mr. Hansen then congratulated Ms. Mansell.

### **Consent Items**

#### **Approval of Minutes**

Mayor Burrows reported the City Council has before them the minutes of the Work Session and Regular Meeting of November 1, 2005. There were no amendments necessary.

#### **Report on Condition of the Treasury - as of September 30, 2005**

Mr. Fortie highlighted the major items that occurred during the month of September. He explained a payment was made to Kier within the RDA that actually was accrued into last year. He explained a payment was made from Capital Projects to UDOT for the 300 West project; as well as partial payment for roundabouts; and a payment for trails. Mr. Fortie explained there is a resulting negative expenditure into sewer because of a transfer into Capital Projects for a July payment that required adjustment. He stated the storm water fund is unusual in that a credit was received from the Engineer.

#### **Report on Accounting Classifications**

Mr. Fortie distributed a handout of information. He explained the State of Utah does provide a guideline uniform accounting manual, and he has attached a page showing their recommended guidelines on how to number accounts. He stated Riverdale closely follows this example. He stated although some departments have more breakdown than others, this is typically upon request by Department head. He discussed the process not to break down these accounts unless information is really provided to use to make a business decision.

Mr. Fortie reviewed the process used to assign account numbers when accounts payable items come through. He further discussed the purchase order procedure, stating he is merely trying to paint an accurate picture of spending. Mr. Fortie explained that at times, items could be charged to several different accounts.

Discussion followed regarding concerns with the miscellaneous account, with Mr. Fortie explaining this account used to be titled "Special Departmental Supplies". He stated these are defined as items that tend to be unique to the department, e.g., water meters are an item that are unique to the Water Department. He stated other items that do not fit well

into other classifications have also been charged into this account. He stated over time, the name has transformed into miscellaneous.

Councilor Hadden expressed concern as to miscellaneous expenses, and cited the example of furnace repair. He stated he feels this would be charged to equipment, supplies and maintenance; and is not considered a miscellaneous expense. He stated he feels there are enough existing categories, (or those that can be created), to cover all charges and remove them from miscellaneous categories. Discussion followed regarding Council concern over the high amount of miscellaneous expenditures.

Mr. Fortie explained a monthly financial statement is printed and available for review at any time. He stated this would always be illustrative of the current budget, and he would be happy to print the detail ledger for any account upon request.

Councilor Brough referenced the original account title, "Special Department Supplies", stating she feels this to be a better line item description.

Councilor Jenkins stated she had met with Mr. Fortie regarding her concerns. She stated she is merely trying to obtain a grasp as to what it costs and process to actually run and maintain a city; and wanted a better handle as to actual costs and assets.

Mr. Hansen addressed issues relative to equipment and facility maintenance, stating he would like to discuss upcoming budget future considerations to break down these accounts. He stated these types of items could now be taken care of in the timeframe between now and the next tentative budget.

#### **Annual Audit Corrections**

Mr. Fortie explained there were a couple of auditor errors noted as contained within the Annual Audit Report. He referenced the swap between two numbers, and the resulting correction that then affects percentages on the second page for Riverdale property taxes. He stated these changes have been made, and he merely wanted to disclose this error in the public record. Mr. Hansen stated these revenue sources become particularly significant now in approach of the legislative session.

**Motion:** Councilor Gibby moved to approve the Common Consent items as proposed. Councilor Jenkins seconded the motion. The motion passed unanimously.

#### **Further Consideration - City Entryway Signage**

Mrs. Ukena addressed the Mayor and City Council and illustrated the latest drawing and proposal.

Kim Thomas, YESCO, explained previous discussion resulted in the desire for a three-tiered waterfall to come off down into a pond (which had been built up a bit). She stated this would contain LED low-voltage lighting, which is now available in both white and blue with a three-year warranty. She stated these have actually been tested by submerging into water; and they did not short out.

Ms. Thomas discussed the free flowing water from the "R" down, stating there will be challenges in the stone. She stated the rear view "Always Welcome" would not contain lighting.

Mayor Burrows inquired as to the concept of ponding all the way around the sign, versus just in front. Ms. Thomas stated this would result in price increases. She stated in talking to the developer, there are downfalls in running the water all winter long. She stated this would require additives (in addition to antifreeze) that may stain or discolor the stone and are not animal friendly.

Ms. Thomas summarized she feels this to be a very creative and unique design. Inquiry was raised as to whether this design could fit into the roundabout area on 4400 South, as well as the final cost. Ms. Thomas stated the challenge with the stone is that it is by the pound. She stated she has provided an idea of cost in the amount of \$29,478; the top price to install upright sandstone and letters is exact; however, the waterfall, rocks and pond feature could go up. She stated upon final decision as to exact stone and size, she could then obtain a firm quote.

The Council expressed appreciation to Ms. Thomas, stating she has come a long way with the ideas as presented. Inquiry was raised as to whether the City would have the ability to perform some of the work, with Ms. Thomas stating she feels they could contribute in many ways. Discussion followed regarding the Master Gardner expertise, and inquiry was raised regarding plantings. Ms. Thomas stated her quote does include the large pieces, but plants are not included in the second price. She stated she would be happy to provide a bid for both.

The Mayor and Council thanked Ms. Thomas again for her hard work and persistence.

#### **Woods Property - Status Report**

Mr. Brooks explained he inherited the Woods Property project about a year ago. He stated although he had about his first week of employment to devote to working on this project, he simply has not had time since. He explained he had spent time rewriting quitclaim deeds, which were later located. He stated he has since had to have five of these resurveyed; two because of property owners.

Mr. Brooks stated he recently forwarded letters to those preferring financing options and is ready to move forward. He stated 10 or so of the properties should close within the next week or two; and about 10 did not respond. Inquiry was raised as to exactly how many properties have been finalized, with Mr. Brooks stating there are three. He stated there is also one property owner who has requested an additional piece of land, but not in the area of surplus property in question.

#### **Resolution #35-2005 naming certain access points on the Riverdale Trail System**

Mr. Brooks stated per Council request, he has provided a proposed resolution regarding the naming of certain access points on the Riverdale Trail System.

Councilor Jenkins explained there were two trailheads that have been recently opened on the north end of the city. She stated because both of these led through subdivisions, it appeared a better idea to create names for them rather than be territorial and just name them after their location within a subdivision. She stated the trailhead farthest north in the new River Glen area is proposed to be named "Creekside Trail Access". She stated this naming came about as a result of the ingenious thoughts of city resident and local artist extraordinaire, Mike Argyle.

Councilor Jenkins stated the second trailhead is in the Cottonwood Subdivision. She stated there was more historical information on this area, in regards to a small creek that runs through the area with a bridge to be placed on that trailhead. She stated through Public Works records, it was researched and noted that the springs that drain and go underneath that area were entitled "Hunter Springs". She stated thus, the title of "Hunter Springs" has been proposed for the official naming of this trailhead.

Councilor Brough inquired as to Hunter Springs and the relation to Mr. Kit Hunter. Mr. Hunter was present in the audience and did acknowledge the relation. Councilor Brough reported that if not for the diligence and excellent work of Mr. Hunter, the City would not have the 34 acres of railroad property that they do have. She stated she feels this name to be perfect and a great honor for this reason.

**Motion:** Councilor Jenkins moved to adopt Resolution #35-2005 regarding the naming of certain access points on the Riverdale Trail System as proposed. The motion was seconded by Councilor Gibby.

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

#### **Closed Executive Session**

Mayor Burrows asked for a motion to go into an executive session for the purpose of discussing the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Annotated §52-4-5(1)(a)(i).

**Motion:** Councilor Gibby moved to adjourn into Closed Executive Session for purpose of discussing the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Annotated §52-4-5(1)(a)(i). The motion was seconded by Councilor Hadden.

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

Minutes of the **Executive Session** of the **Riverdale City Council** held **November 15, 2005** at 7:06 p.m. at the Riverdale Civic Center.

Present: Mayor Bruce Burrows

Councilor Brough

Larry Hansen  
Steve Brooks  
Cindi Mansell

Councilor Gibby  
Councilor Hadden  
Councilor Haws  
Councilor Jenkins

Those present discussed the character, professional competence, or physical or mental health of an individual.

**Motion** Councilor Gibby moved to close the executive sessions and to reconvene the open City Council meeting. Councilor Haws seconded the motion. The motion passed unanimously.

The Regular Meeting convened at 7:45 p.m.

**Action pursuant to Closed Executive Session - Justice Court Judge position**

Mayor Burrows explained the issue at hand relates to the need for official appointment of the Riverdale Justice Court Judge. It was noted that Michelle Heward has previously accepted the position of Interim Justice Court Judge; and an offer for official appointment has since been rendered.

**Motion:** Councilor Haws moved to officially appoint Michelle Heward as the Riverdale City Justice Court Judge and to allow the City Attorney to finalize said contract as deemed necessary. Seconded by Councilor Gibby. The motion passed unanimously.

**Discretionary Business**

**Newsletter Opportunity**

Councilor Brough stated she would like to request the opportunity for both she and Councilor Hadden to prepare some type of farewell statement within the December City Newsletter. Mayor Burrows stated he certainly feels this to be appropriate, and would direct Mr. Stone to coordinate with them in this regard.

**Landscaping Ordinance - Front Yard Requirements**

Councilor Brough stated after campaigning and visiting many homes, she noticed the personalities as reflected in each individual's front yard. She referred to discussions in the past regarding landscaping requirements for single family dwellings. There has been discussion of requiring contractors to install front yards prior to occupancy of new homes. She stated she feels this is the wrong direction and should not be required prior to move in, as the homeowner should be able to create a yard to their liking.

Councilor Haws inquired as to the possibility of mandating a time period for front yard landscaping after move in. Councilor Brough stated she believes that has been addressed to some degree. She clarified her feeling that it is a mistake to require a builder to install landscaping, as the homeowner should be the one to make the determination, selection, style and design install.

**Public Nuisance**

Councilor Brough stated she has received several requests for the City to step up their pursuit of junk and nuisance endeavors in favor of cleaning of Riverdale City.

**Roundabout Lighting**

Councilor Brough inquired as to the potential for lighting within the new roundabouts on 4400 South. She stated this area is very dark. Mayor Burrows explained that a lighting order has been placed with UP&L and this should be done in the near future.

**Emergency Response Protocol**

Councilor Brough inquired as to the policy for emergency response, and particularly the need for response by both Police and Fire. Mr. Hansen stated depending on the nature of the call, this is typical procedure.

With no further business to come before the Council at this time, Councilor Gibby moved to adjourn the meeting. Councilor Hadden seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 7:50 p.m.

Attest:

Approved: December 6, 2005

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Cindi Mansell, City Recorder

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Bruce Burrows, Mayor