
Minutes of the **Strategic Planning Meeting** of the **Riverdale City Council and Planning Commission** held Tuesday, **August 31, 2010** at 6:30 p.m. at the Riverdale Community Center, Riverdale Utah.

Council Members

Present: Bruce Burrows, Mayor
 David Gibby, Councilor
 Don Hunt, Councilor
 Shelly Jenkins, Councilor
 Norm Searle, Councilor
 Alan Arnold, Councilor

Planning Commission

Members Present: Brent Ellis, Commissioner
 Mike Hall, Commissioner
 Michael Staten, Commissioner
 Bart Stevens, Commissioner

Excused: Allen Miller, Chairman
 Blair Jones, Commissioner
 Braden Mitchell, Commissioner

Others Present: Larry Hansen, Chief Administrative Officer; Steve Brooks, City Attorney;
 Lynn Moulding, Public Works Director; Doug Illum, Fire Chief; Dave
 Hansen, Police Chief; Lynn Fortie, Business Administrator; and Marilyn
 Banasky, City Recorder

Welcome and Opening Comments

Mayor Burrows welcomed all those present and noted that all Councilmembers were present and welcomed the Planning commissioners.

Strategic Planning Process Review:

Larry Hansen gave an overview of the Strategic Planning process. He reported that August is when they review the General Plan and FY2010 accomplishments and FY2011 goals.

Planning Commission Issues:

Randy Daily reported that the Planning Commissioners are here to discuss the General Plan, Title 10, and ask any questions they may have, or gain information they may need from the Mayor and City Council. He stated that the Planning Commission is efficient and works together in unity.

Commissioner Ellis reported that he would like to see renewed interest in the West Bench reflected in the General Plan. He discussed the widening of Riverdale Road and the need for the third phase from I-84 to Roy. He stated that he would like to see a really nice entrance to the City and feels the City could work with UDOT for that. He stated that he would like to see signage as people enter Riverdale on Riverdale Road from Roy and hopes that the City will talk to Representative Dee to push that through.

Commissioner Hall reported that he joined the Planning Commission to find out what is going on in Riverdale. He stated that he loves the river walk trail and wants to see what he can do to promote that and see that it is developed into an efficient and excellent use. He stated that he is curious to see what master plan has in store for that. Lynn Moulding reported that he budgeted for two picnic shelters to be placed along the river trail. He stated that one will be placed at the north trailhead parking lot but other location hasn't been decided yet. He explained that it could either be by the kayak park or the south parking lot. Larry Hansen reported that there has been discussion on the foot bridge at the south end of the City. Randy Daily reported that Weber Pathways is proceeding with that and they are trying to find the exact location to place the bridge. Commissioner Hall inquired about the Frisbee golf course along the river trail and wondered if that was a good thing. Councilor Hunt replied that people really like it. Mayor Burrows reported that it will be in place as long as the property isn't being used and that anyone can play for free.

Commissioner Staten reported that some projects in the General Plan have now been finished, such as the river trail and Senior Center. He stated that he would like to see the General Plan updated to see what to do now, specifically, having safe corridors for bikes. He stated that page 69 of the General Plan discusses that an urban trail system is needed to link neighborhoods. He stated that getting to the river trail involves street crossings, if someone lives far away from it. He stated that he would like to see connectivity to the trail system for everyone and he would like to see Riverdale accommodate bikes and pedestrians better. He stated that he would like to see the General Plan updated to reflect specific ideas to improve connections to the riverside trail and other community trails. Commissioner Staten discussed the Urban Design section of the General Plan. He stated that he likes that the landscape requirements were increased and feels that street trees need to be defined in the landscape ordinance. He suggested reviewing the General Plan and checking off things that are done and pay attention to the next things they want to accomplish. Commissioner Staten inquired if the City had a landlord/tenant ordinance as outlined in the Objective section of the General Plan. Mayor Burrows reported that the City does have one. Police Chief, Dave Hansen, reported that it is called Crime Free Multi Housing and that it has helped a lot. Commissioner Staten reported that he knows rental properties are a thorn for those who think they shouldn't have them in their neighborhood and that he has heard complaints regarding the type of renters in the Mountain View Apartments. He discussed the landscaping on the homes along 4175 South on Parker Drive. He would like to do something to improve the quality of rental units around town. Mayor Burrows suggested reviewing the Crime Free Multi Housing policies with the management at Mountain View Apartments.

Bart Stevens reported that the last time they met with the City Council they discussed Title 10 issues. He stated that he liked the joint meeting and would like to see them continue. He feels being proactive is more advantageous than reactive and staying ahead of the curve is huge. He

stated that his purpose of getting on the Planning Commission was because many years ago he didn't like some of the zoning issues, but now he wants to stay ahead of potential problems with Title 10.

Councilor Jenkins complimented the Planning Commissioners. She suggested that Mr. Daily make the Herridge Study available to the Planning Commission as it talks about the interconnectivity of trails. She stated that with regard to tenants, the laws have changed and suggested working with Mr. Brooks on that. She stated that the General Plan is a document to guide them, but the objectives and goals are not mandated, as it is an advisory tool.

Department Reports FY 2010 Results, FY 2011 Goals & Objectives:

A. Police

Police Chief, Dave Hansen reported that they had over 20,000 incidents in FY2010 year and over 3,500 cases and 3,500 citations. He stated that they will continue to pursue grant funding. He stated that one of their goals for FY2011 is to purchase two Segways for the trail systems. He stated that they also want to expand the camera system to the trail. Councilor Gibby inquired as to the cost. Chief Hansen replied it would be around \$30,000 which includes transmission to the police station. He reported that they still have a new officer in the budget and hope to receive word any day regarding grant funding for that position. Chief Hansen stated that they are ready to do an Administrative Check Point that will use multiple agencies to look for DUI and drug use. He stated that they will also focus more on vice crimes in Riverdale as they occasionally have prostitution and drug problems at the motel. He reported that they are going to purchase EO-tech sites for the rifles. Councilor Hunt inquired if there has been an infiltration of gangs with the connection of the trail to other cities. Chief Hansen replied that there has been a little more tagging than before, but that it is hard to tell if that is gang related. He stated that they don't see any real signs of gang activity. Councilor Jenkins inquired about the fires on the trail. Fire Chief, Doug Illum reported that 4 citations were issued out of 6 fires in Riverdale. Councilor Arnold suggested renting segways to try them out as they are more of a novelty. He stated that they have them at his work and that they are fun but not practical. Chief Hansen reported that he wants to present the Council with the RFP for bids to remodel the Police Basement in a couple of weeks.

B. Fire

Fire Chief, Doug Illum, reported that the ambulance and fire inspections revenues were higher than expected. He stated that from January 1 to August 16, 2010 the ambulance service transported 246 people, 50 of which were Riverdale residents. He stated that they when they began the ambulance service, they averaged 2 calls per day and now average 4.2 calls per day. He reported that they hired five new part-time fire fighters in the last year and had three fire fighters resign to pursue other interests. He stated that they purchased three new computers for the ambulances and one for the heavy rescue unit with grant money. He stated that they purchased the SCBA's and certified personnel in wildland firefighting. Chief Illum reported that he is working on a mitigation plan to access funding to help clean up the trail area to reduce fire dangers. He stated that he applied for the Safer grant to fund three career firefighters. He explained that it is a struggle to keep station staffed, but has been even tougher lately as one of the Captains is off due to an injury. He reported that the city employs 30 part-time fire fighters, which is the maximum allowed through the full-time equivalents and that he feels some days the

station falls below a safe staffing level. Chief Illum reported that they have conducted two CERT classes and that 60 – 80 residents are currently trained.

Councilor Gibby inquired about upgrading the fire station's backup generator. Chief Illum reported that it has been budgeted for FY2011 and that Mr. Moulding has been put in charge of that. Chief Illum reported that he has talked to Ms. Comeau about manning the station and asked her if there was some way to bring on a temporary employee like the Public Works people do ensure that there are always two people on shift. He stated that Ms. Comeau replied that he can hire a temporary employee for up to five months, but if they are employed longer than that, then they are no longer considered a temporary employee. He stated that he doesn't want to hire any more part-time fire fighters or ask for more money. He reported that it costs \$118,000 per year to man the station for a 24 hour period. He stated that the top pay for a part-time fire fighter is \$13.04 per hour and the entry level pay for a full time firefighter is \$11.70. He stated that with benefits the cost is \$54,740 for a 24 hour day. Councilor Jenkins inquired if the \$118,000 cost per 24 hour shift included benefits. Chief Illum replied that it did not and was strictly part-time wages. He stated that he needs three people every day and would want two full-time and one part-time employee on shift. Mayor Burrows stated that Administration can come up with a couple of ideas and they can talk about it at the November Strategic Planning meeting.

C. Legal

Steve Brooks reported that the Court underwent a software conversion to CORIS, which was mandated by the State. He stated that new bailiff is working out nice and that Drug Court continues to do well. He stated that there have been 10 graduates from Drug Court. He stated that replacing the Judge will be his biggest concern this year and that he and Ms. Comeau will sit on the panel to go over the candidates. He reported that the Court implemented an ankle monitoring program, which allow people to do home confinement rather than go to jail. He stated that this is great for less violent offenders and it doesn't cost the City anything. He discussed needing new facilities as there are serious issues such as ventilation and where the public defenders can go to meet with people. He stated that his biggest concern is the safety of the Judge. He explained that if a gunman got past the bailiff, there is nowhere for the judge to safely go to escape.

D. Community Development

Randy Daily reported that Jeff Woody completed the certification to become a Building Official. He stated that many land use ordinances have been updated along with the General Plan. He stated that he is proud of the relationships that his department has with the public, residents, developers and the commercial businesses.

E. Business Administration

Lynn Fortie reported that there have been many website improvements. He stated that sport and pavilion registration is now available on-line and has been going well. He stated that his department goals are to continue improving the City's website and on-line sport/pavilion registration. He reported that on-line registration for meeting room and field rentals will be added soon. He stated that he will need to replace one of the servers and provide alternative back up solutions.

F. Public Works

Lynn Moulding reported that the Riverdale Road Widening Project has went very well, but the highlight of the year would be the completion of the splashpad. He stated that even with all problems with parking, additional trash, and mechanical breakdowns, the City is getting a lot of bang for their buck. He stated that his goals for the department include the 4400 South sewer project that is going on now. He stated that the CDBG projects are out to bid and that he hopes to have these projects done before winter. He stated that he submitted the funding application for the new water tanks and re-drilling of the water well. Councilor Gibby stated that he feels the City receives a lot of good will from the splashpad. He stated that people from out of town have enjoyed it and will shop in Riverdale.

G. City Administration

Larry Hansen reported that the Action Plan that was implemented in 2005 has been successful and hopes to continue that success by generating a surplus in FY2011. He discussed the Riverdale Road Widening Project and the new amenities such as the Splashpad, and new restrooms on the trail. He stated that they have turned Riverdale Park into a flag ship park. He stated that with the popularity of the park there have been problems with parking, especially in the afternoons for those who have rented pavilions. Mr. Hansen reported that sales tax revenues continue to go down and that last month the sales tax revenue was down about 14%. He discussed the West Bench and the Larry H Miller development. He stated that Larry H Miller is trying to close the deal and that the Cinedome could be demolished in September. He discussed the need for destination retail in Riverdale to continue to help the City's sales tax revenue.

H. RDA

Larry Hansen reported that vacant retail is a big concern for the RDA. He discussed the closing down of the Weber River Project Area and refunding the overpayment of tax increment to the RDA. He stated that River Park Drive is being repaved with the funds that have been held by the RDA for a long time and that the developer is not happy about it. He stated that they entered into talks with the developer once the road began to fail and the developer ignored the City. He explained that Public Works felt the road needed to be repaved now in order to preserve it.

I. City Benchmarks and Performance Measures

Larry Hansen distributed General Fund Surplus Transfer and Rainy Day Fund Reserve graphs and explained that he will be adding these as benchmarks six and seven. He discussed the current Benchmarks and Performance Measures and noted that they are available on the City's web-site.

Councilor Jenkins discussed the Fire Department and how much it has changed over the years. She stated that the reason she supported the changes is because she feels it is a service the City needs to provide. She stated that even though it is expensive, she thinks the City is getting what it pays for. She stated that an argument for keeping the 0.2% sales tax is to help fight fires in the commercial district. Mr. Hansen stated that they need to take a good hard look at the fire department staffing and hopes to have something for them to look at during the November Strategic Planning meeting.

Other Specific Review and Discussion Issues

A. Recycling

Lynn Moulding reported that he needs to know if the Mayor and Council want to commit to a recycling program and if so, what type of program do they want to provide. He explained that recycling can either be mandatory, allow for residents to opt out, or make it voluntary. He stated that each one carries a different price tag. Larry Hansen reported that he and Mr. Moulding met with Steve Robinson and received cost estimates and additional information. He stated that a question regarding recycling and costs will be included in the City Survey and will be reviewed in the November Strategic Planning meeting. He stated that they will want to convene a Town Meeting with that information and put out a proposal. He stated that they must have at least 60% participation to make it work. Commissioner Staten stated that paying for a recycling can would be less than paying for a second garbage can. Mr. Hansen stated that once a recycling program option is decided upon, there is a 60 day lead time to order cans, so realistically they are looking at February or March, 2010 to begin the program. Councilor Gibby inquired as to the cost of the cans. Mr. Moulding replied the cost is \$80 per can. He stated that he budgeted \$175,000 to implement the program. Councilor Jenkins stated that she knows that they won't make everyone happy and thinks the opt out deal is the best option. Councilor Searle stated that he thinks they will learn a lot from the survey and feels that an opt out clause is important. Councilor Arnold stated that he would be in favor of adding the \$2.00 estimated cost for mandatory recycling to the first garbage can price and do recycling for free. Councilor Gibby agreed. He stated that they can include the cost of recycling can with first can and residents could get rid of their second garbage cans. Councilor Arnold stated that they could have an option to allow opt-outs based on income level. Councilor Searle inquired if everyone would need a recycling can if recycling is free. Mr. Moulding stated that in Farmington they asked the residents who will participate and set a date to order cans. Mayor Burrows stated that they can look at options in the November Strategic Planning meeting and look at recycling options based on these suggestions.

B. Compensation & Benefits Review

Larry Hansen reported that in May, he committed to look at the compensation and benefits that were of concern to the Mayor and Council. He stated that he wants to have something prepared for the November Strategic Planning meeting to allow time to incorporate and communicate to the employees any changes they may want to make. He discussed the proposed timeline and stated that he is looking for consensus on how they want to approach the review. Councilor Jenkins stated that the additional data that Councilor Arnold asked for during the FY2011 budget process has the most relevance when deciding which additional cities to consider for comparisons. She feels that West Bountiful and Heber City have similar demographics to Riverdale. She stated that she would also like to bring in a few smaller cities with departments more our size for comparison, such as North Ogden. Mr. Hansen stated that the current survey looks at every City that reports through Tech Net. Mayor Burrows stated that he has asked the Utah League of Cities and Towns to help compile data. Councilor Gibby stated that he feels it is important to take into account the day-time population of peer cities, and that they could possibly look at an average as they wouldn't need as much public safety if they were really serving only 8,000 residents. Police Chief, Dave Hansen reported that when did they did a comparison on officer man power, the two closest cities to Riverdale were Park City and South Salt Lake. Mr. Hansen stated that the reason he included other Government entities to be considered is not for compensation, but for benefit review as he felt they were not only concerned with compensation

but with benefits. A discussion was held to have the Mayor and Council mark-up the Compensation & Benefits Review to add their comments regarding the scope of the project and give commentary. It was determined that in order to meet the October 5, 2010 deadline, the comments would need to be submitted by the next Council meeting.

C. Discretionary

Larry Hansen reported that he met with the City Manager of Roy and he suggested having a mutual agreement for a backup Emergency Operation Center (EOC) in each other's city. He stated that would enable each City to have access to an EOC if theirs was down. Mayor Burrows stated that he feels it is prudent to look at it. Fire Chief, Doug Illum stated that it would be advantageous for his department to have another Emergency Manager to work with to help get things set up.

Councilor Hunt stated that he has been asked by scouts if there are any City projects they can do to earn their Eagle Scout awards. Mayor Burrows replied that the City is not supposed to provide a list to pick from. He stated that they are to come with an idea that is beneficial for the residents and bring it to the City for approval.

Councilor Jenkins distributed invitations to the "Weber State Salutes" award night. She stated that this is a great program and encouraged everyone to attend.

Adjournment

With no further business to come before the Council at this time the meeting adjourned at approximately 9:24 p.m.

Approved: September 21, 2010

Attest:

Bruce Burrows, Mayor

Marilyn Banasky, City Recorder