



RIVERDALE CITY COUNCIL & RDA
 STRATEGIC PLANNING BUDGET WORK SESSION AGENDA
SENIOR CENTER – 4433 S. 900 W.
SATURDAY – MAY 18, 2013

Minutes of the **Strategic Planning Budget Work Session Meeting** of the **Riverdale City Council and Redevelopment Agency** held Saturday, **May 18, 2013** at 7:59 a.m. at the Riverdale Senior Center, 4433 S. 900 W. Riverdale Utah.

Members Present: Bruce Burrows, Mayor
 Norm Searle, Councilor
 Alan Arnold, Councilor
 Braden Mitchell, Councilor
 Michael Staten, Councilor
 Don Hunt, Councilor

Others Present: Larry Hansen, Chief Administrative Officer; Steve Brooks, City Attorney;
 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.

8:00 a.m. Welcome & Opening Comments..... Mayor Burrows
 Mayor Burrows welcomed Council members and staff stating for the record that everyone is in attendance except for Councilor Hunt who had a work conflict and is expected to join the meeting in progress. He reviewed the rules and process of the Strategic Planning Budget Meeting.

Process. Larry Hansen

- Amendments Log & Consensus.....Ongoing to adoption
 - FY 2012-2013 Amendments
 - FY 2013-2014 Amendments
- Public Hearings.....Tues., June 4, 2013
- Final Adoption.....Tues. June 18, 2013

Tentative Budget Review

City Administrator Larry Hansen reminded the Council that creating a log of amendments for the 2014 budget is the primary purpose of today’s strategic planning meeting so that a working budget for the upcoming fiscal year will be ready for the public hearing June 4, 2013 and for final adoption at the June 18, 2013 Council meeting. He the passage of HB 81 during the 2012 legislative session has extended Riverdale’s ability to continue collecting 0.2% of the city’s sales tax revenue through 2030, which has considerably improved Riverdale’s financial outlook. Mr. Hansen recommended Riverdale’s hiring freeze be lifted to allow administration to ‘hire and replace’ employees that leave with any new positions being proposed for Council consideration. According to Mr. Hansen, administration is not proposing any new positions for full-time employment in the 2014 budget. He said Riverdale employees take pride in their work and morale appears to be high with widespread support for the culture that has been created during his tenure. Mr. Hansen said cross training to maximize employee efficiency as part of the 2005

Action Plan has been successful in helping measure performance against the city's seven benchmarks while meeting the service expectations of the city's residential and commercial districts.

Mr. Hansen said employee compensation and benefit packages include salary, retirement and health insurance for Riverdale's 55 full-time members of staff. According to Mr. Hansen, Riverdale adopted the existing policy in 2006 using TechNet to survey the average salaries of Utah municipal employees doing similar jobs. Mr. Hansen said the survey is market driven and so some years salaries increase while other years they decrease but he said over the last eight years the average employee salary has steadily increased by two to three percent.

Mr. Hansen said the current policies help attract and maintain qualified employees and less than five percent of Riverdale's staff leaves or retires annually, which he said is healthy for a municipal organization. According to Mr. Hansen, annual turnover for part-time staff is 30 percent which is typical as young people typically don't make careers out of part time employment. He said Riverdale's contributions to Utah Retirement Systems will increase by 1.25 percent for municipal employees with slightly higher increases for police and fire in fiscal year 2014. Mr. Hansen said in 2014 Riverdale City will no longer match employee's 401K or 457 contributions. Mr. Hansen said in other states outside of Utah some cities' retirement budgets have led to financial bankruptcy. He said the Utah State Legislature is considering changes to Utah Retirement Systems but the market is still very vulnerable and he hopes lawmakers will leave the current system in place.

According to Mr. Hansen, staff compiles a quarterly health insurance report and as of March 2013, 50 Riverdale City full-time employees participate in one of the city's health insurance programs with 60 percent on family plans and 20 percent with double coverage and the remaining employees with single coverage. He said Riverdale City saves \$40,000 a year in health insurance costs by incentivizing employees to use a spouse's health insurance when they have double coverage and by offering a Health Savings Account Plan which five city employees are currently participating in. According to Mr. Hansen, Riverdale City employees will absorb the five percent health insurance rate increase in fiscal year 2014 at no additional cost to taxpayers.

Mr. Hansen said fiscal year 2013 is projected to end with a higher surplus than anticipated with \$206,000 going back into the Capital Projects Fund and \$500,000 being deposited into Riverdale's Rainy Day Fund now that the Utah State Legislature increased the amount cities can save from 18 to 25 percent. He said Riverdale has an \$8 million operating budget and annually sets aside the maximum amount allowed in a rainy day fund with any surplus being transferred into the Capital Projects Fund. He said Riverdale City will no longer qualify for SB 35 sales tax subsidy in fiscal year 2014 and the \$1.4 million set aside in the capital projects fund to bridge the \$170,000 expected annual sales tax loss may not need to be used if the economy continues to rebound. Mr. Hansen said Riverdale City's other funds are fiscally sound as staff continues to provide services and keep costs down.

Councilor Searle asked about proposed salary range changes based on a state wide TechNet Survey and what happens to an employee's salary when the surveyed wage is down over the previous year. Mr. Hansen said in those cases salaries remains constant until the next survey showing a wage increase and overall department heads report their employees are satisfied with the system. Mayor Burrows said the statewide survey is market driven and is more accurate than

when Riverdale only surveyed cities with similar populations of 8,500 because Riverdale is unique with the responsibility of servicing a large commercial district. Mr. Hansen said the average annual increase is two percent making the system sustainable as employees trust that over time their wages will keep up with inflation.

Administration’s Guidance Commentary Review.....Larry Hansen

Tentative Budget Review

- General Fund RevenuesLynn Fortie

Business Administrator Lynn Fortie said fiscal year 2013 is projected to end with approximately \$37,000 more in sales taxes than budgeted and any surplus over the 25 percent Riverdale can save in a rainy day fund will go into the Capital Projects Fund to help bridge the SB 35 sales tax subsidy loss. He went over projections for business license fees in fiscal year 2014 and Mr. Hansen said he has received a request from the owner of Stor N Lock to decrease Riverdale’s five dollar per unit annual business license fee for each storage unit. Mr. Hansen said staff is also proposing an increase to the owner impound fee for animals from \$65 to \$85 to help offset the cost of Riverdale’s full-time animal control officer.

Mr. Fortie said the \$250,000 grant revenue and Class C Road funds budgeted for fiscal year 2014 come from the State of Utah’s gas tax redistribution to Riverdale City. He explained the required governmental accounting protocols and said \$240,000 is the amount projected for charges for services including recreation programs and ambulance transportation fees and represents a slight increase over the previous fiscal year. Mr. Fortie said an increase in fines and forfeitures is also expected in fiscal year 2014 and Councilor Mitchell asked about the money the city collects in fines. Mr. Fortie said Riverdale City’s court and police do the work and are allowed to keep 60 percent but are required to give 40 percent back to the State of Utah.

- Mayor & CouncilLarry Hansen

Mr. Hansen said under Mayor and Council expenses \$15,000 is budgeted for the 2013 Municipal Election. He said annual subscription fees include membership in the Utah League of Cities and Towns, Ogden Weber Chamber of Commerce and Weber Pathways, which he said have mutual business objectives to Riverdale City. He said the Council has also approved an annual \$2,000 payment to Communities That Care (CTC) under the police budget following a public hearing where this appropriation was discussed and approved.

Mayor Burrows said St. Anne’s Center has requested funding assistance from Riverdale and other surrounding cities to help build a new homeless shelter on land they have been gifted by Ogden City. He said City Attorney Steve Brooks has advised the Council that municipal governments typically don’t use taxpayer dollars to fund social programs. Mr. Hansen said for the last few years he has voluntarily donated weekly service in the community where St. Anne’s is located and while he believes in individuals donating time and funds to build the new shelter, it is not appropriate for a municipal government to appropriate taxpayer dollars. Mr. Hansen said the Council must be careful to avoid setting precedence where social programs are funded by municipalities and he said 51 percent of Riverdale’s housing qualifies as affordable and the RDA Housing Program provides loans for housing rehabilitation improvements and purchase assistance for qualified low income applicants.

Mayor Burrows said he donates money, food and service to organizations like St. Anne's and carries cards in his wallet with the shelter's information to pass along to panhandlers seeking food and shelter. Councilor Searle asked Mayor Burrows to use his monthly mayor's column in the Riverdale City newsletter to encourage Riverdale businesses and residents to voluntarily contribute donations to the new St. Anne's Center project. Councilor Mitchell said he works at a pharmacy in downtown Ogden and is not in favor of city funds being used to help build the new shelter in Ogden as Riverdale already subsidizes an abundance of affordable housing.

- Legal Services Steve Brooks

Mr. Brooks said his department is under budget in almost every area and would like to invest in a second flat screen TV for the court/council room in fiscal year 2014. He said the chairs in the courtroom are over 30 years old and are difficult to clean and he said he would also like to replace the chairs and carpeting in the courtroom and clerk's office. According to Mr. Brooks, it is difficult to anticipate how many warrants will be issued in a year and how many trials to budget for but he said he is confident that his department will end fiscal year 2013 under budget.

- City Administration Larry Hansen

Mr. Hansen said the City Administration Department is under budget for the current fiscal year. He explained that in fiscal year 2014 he is increasing the budget for education assistance from \$4,000 to \$6,000 as three full-time employees are taking job related courses and city policy allows for them to be reimbursed for half of their tuition and books. He said this education reimbursement expense could be charged to each department in the future but for fiscal year 2014 it is under the City Administration's budget.

Mayor Burrows asked for consensus to amend Fiscal Year Budget 2014 from \$4,000 to \$6,000 for employee work related education assistance and the Council voted unanimously in favor of the proposed amendment.

Mr. Hansen said Sterling Codifiers charges Riverdale City an annual fee to codify the ordinances that pass and make them available to the public online. He said the cost varies depending on the number of ordinances codified in a year and he also budgeted for a slight increase in the cost of maintenance to the copy machines and equipment used by administration.

- Business Administration & Non Departmental Lynn Fortie

Business Administrator Lynn Fortie said the city has increased part-time custodial hours by a half hour a day to allow staff to clean the new police basement addition. He said the cost to maintain city buildings, grounds and to repair an air conditioning unit have also been budgeted for fiscal year 2014 and insurance costs that were paid out of the business administration fund in the past will now be billed to each department. Mr. Fortie said the cost to the city for processing credit card transactions is up as more people pay their bills with credit and debit cards and he said he is investigating a possible cost savings associated with Riverdale's online payment program if the city switches from Intellipay to Express Bill Pay.

Mr. Fortie said he is budgeting for a surplus in fiscal year 2014 even with the anticipated loss of sales tax revenue from SB 35 and he said he has been liberal in projecting expenditures and conservative in estimating the amount of money Riverdale City will bring in fiscal year 2014. He said in fiscal year 2013, 25 percent of the annual surplus will be saved in Riverdale's Rainy Day Fund as allowed under new state law and approximately \$170,000 will be transferred to the Riverdale's Capital Projects Fund.

- Police Dave Hansen

Police Chief Dave Hansen said his 2014 department budget is similar to 2013 with a \$2,000 increase for wages to cover the cost of officers and detectives working overtime on investigations. He said he is anticipating less car maintenance with a new fleet expected to arrive in late summer or early fall equipped with new laptop computers and he told the Council his department will now be on a four instead of five year vehicle rotation. Chief Hansen said the video camera systems in his department's police vehicles are no longer covered by warranty and there are problems with the lapel pin microphones requiring expensive maintenance. He said the cameras will need to be replaced in the future and new radios were purchased in fiscal year 2013 to take advantage of a Motorola promotion that saved taxpayers thousands of dollars.

Chief Hansen said the cost of Riverdale contracting with South Ogden for animal shelter services has doubled from \$8,000 to \$15,000 under a new four year proposed interlocal agreement the Council will be considering at their meeting on May 21, 2013. He said the Council has three options to consider for animal shelter services but he is recommending Riverdale continue their contract with South Ogden with a full-time animal control officer on Riverdale staff.

Councilor Searle asked about block parties and Chief Hansen said there are 13 precincts in Riverdale and an officer assigned to each one is required to host a block party annually for his/her precinct. Chief Hansen said some precincts combine their area block parties and host them at Riverdale Park so on average there are 10 a year where officers provide the meat, buns, and chips and members of the community bring salads and desserts. He said block parties cost Riverdale City money but help the police build a better working relationship with the residents they serve and protect so they feel comfortable reporting criminal activity in their communities and tipping off the police. Councilor Arnold said he hosted a block party in his backyard once and it was fun. He said he appreciates the police keeping an eye on his neighborhood and he related an anecdote when the police knocked on his door at 2 a.m. to remind him to close his garage door to discourage property theft.

Mr. Hansen said also included in the police budget is a payment of \$2,000 to CTC, which is a five year commitment the Council agreed to through an interlocal agreement, and a \$500 payment for Bonneville High School graduation night activities. Mayor Burrows explained the proper protocol for requesting graduation night funding must come from the school's principal. Councilor Arnold asked why high schools must submit an annual request if Riverdale City has already budgeted for this annual expense and Mr. Hansen said the request letter is retained by the city's accountant as documentation to attach to the check for verification of the expenditure. Councilor Searle said CTC and all future grants will be overseen by Weber Human Services beginning in September 2013 and he asked all members of the Council to review the emails he forwarded describing the transition to ensure they do not have concerns. Mayor Burrows disclosed that his home business B Impressed Specialty Printing may provide shirts to CTC and so he stands to benefit financially from the continuation of the CTC process.

Mr. Hansen asked Mr. Fortie if the money for the new police radios expenditure approved by the Council in fiscal year 2013 needs to be noted under the Capital Project Fund Mr. Fortie said he will review this and amend the police budget if necessary. Councilor Mitchell asked about Riverdale's graffiti budget and Chief Hansen said Second District Court failed to send a bill to Riverdale in 2012 for graffiti removal so the city was billed twice in 2013.

- Fire.....Lynn Fortie

Chief Bodily said he has created a new itemized budget for his department with line items for each proposed expenditure that he will forward to the Mayor and Council through the City Recorder. He said his department isn't planning to make any major purchases in 2013-2014 except to buy a new air compressor to perform a quarterly test of his building's air quality so if any of his employees develop lung disease it cannot be attributed to the building. He said open houses and fire prevention activities will continue in fiscal year 2013-2014 and his department's new radios were also purchased in fiscal year 2013 to take advantage of the same promotional discount Riverdale's Police Department received.

Councilor Mitchell asked about a significant increase in the fire department's budget for travel and training from 2012 to 2013 and Chief Bodily said he has budgeted for fire inspection, arson seminars and EMS training for his employees and to allow himself to attend the International Fire Chief's Conference in Chicago in 2013. He shared an anecdote about information he learned in a training seminar that proved valuable on the scene of a fire as evidence of the value of trainings. Chief Bodily said there is a \$2,000 cost for fire fighters to attend winter fire school in St. George to work towards their certification and training requirements. Councilor Mitchell asked if most of the money budgeted will be used for training or travel and Chief Bodily said for training. He said members of his fire department didn't know what certifications and trainings they were required to have before he was hired. Councilor Arnold said he appreciates the openness and transparency of the new Fire Chief. Mr. Hansen said city policy has been for all departments to avoid out of state travel for trainings unless it is required and unavailable locally. Chief Bodily said he included his Chicago training in his tentative budget so that he could discuss it with the Council but he said he is willing to remove it from his final budget if the city policy is to avoid out of state trainings.

Chief Bodily said he and members of his staff recently participated in an eight hour webinar to learn how to better utilize their Image Trend software for record keeping. He said now his secretary can print him off weekly reports of expenditures so that he can begin to better track his department's expenses to see where cuts can be made. Chief Bodily asked for any additional comments or questions about his proposed budget and there were none.

- Community Development.....Larry Hansen

Mr. Hansen said Community Development Director Randy Daily will retire at the end of June and so his department's budget has been adjusted accordingly. He said Riverdale's URMMA insurance related to land use liability has also been increased in 2013-2014 and motor pool costs for the vehicles used by Riverdale's Code Enforcement Officer and Building Inspector have both been included in the department's budget. Mr. Hansen said the white jeep formerly driven by Mr. Daily will be available for the new Community Development Director Mike Eggett or Custodian Chris Stone to use for work related transportation. He asked for any comments or questions about the proposed budget for Community Development and there were none.

- Public Works Department & Enterprise Funds Shawn Douglas
 - Streets

Public Works Director Shawn Douglas said most of the city's reflective signs have been replaced to meet specifications in commercial districts and now signs are being replaced in residential areas. He said his department is working with property owners to create continuous sidewalks

from River Park Drive to Riverdale Road. Mr. Hansen said continuous sidewalks protect pedestrians from walking in the road especially in poor weather and a 200 foot section is being completed at 3950 South and DDR has given a verbal commitment to Mr. Daily to complete the sidewalk behind Wal-Mart. Mr. Douglas said negotiations are still ongoing with H & P Investments to fill in the missing section of sidewalk from Tony Divino's dealership on River Park Drive. Mr. Hansen said there is also a section of sidewalk missing between Riverside Storage and the homes on the north end of the city to connect the trail. He asked Mr. Brooks if the land owner could be compelled to construct the sidewalk prior to the area developing in the interest of health and safety and Mayor Burrows asked about a pioneering agreement. Mr. Douglas said there is also a section on 700 West that needs sidewalk completed so that pedestrian traffic isn't forced out into the street in the winter and Councilor Arnold asked if the city could put in sidewalks in undeveloped sections and then require the developer to reimburse the city when the property develops.

Mayor Burrows asked how much salt was used to melt snow during the winter and Mr. Douglas said the total came in just under budget. Mr. Douglas said he has budgeted for a slight increase in salt in fiscal year 2013-2014 to do more preventative salting of city streets.

Councilor Staten said the rail fence along an empty lot on Parker Drive and Riverside Parkway needs to be fixed and Mr. Douglas said his staff can repair this under routine maintenance and it doesn't need to be added as a new line item in the proposed budget.

Councilor Arnold said he has been thinking about how to make Riverdale more bikeable and walkable while avoiding the recurring cost of painting bike lanes. He asked about the possibility of narrowing some city roads by widening the emergency lanes to calm traffic or adding additional signage or rumble strips. Councilor Staten said narrower lanes have proven effective in calming traffic and Mr. Douglas said the Council must also consider how winter snow plowing will be impacted by narrower lanes. Mr. Douglas said in warm climates like some parts of Arizona cones are effective in separating bike and vehicle traffic but this would not work in Riverdale as the cones would be taken out by snow plows each winter. He said cyclists would probably object to rumble strips separating the lanes. Mr. Douglas said once the bike lanes have a base formed from repainting over several years they should only need to be painted once a year except in high traffic corners that tend to fade faster. According to Mr. Douglas, every city sign must be replaced every seven to 10 years and bike stencils are required in certain areas like roundabouts.

o Parks

Mr. Douglas said Riverdale's parks budget for 2014 is similar to the previous year. He said parks workers spend more time collecting trash as more people utilize the parks and the purchase of an industrial lawn mower has been a good investment. Mr. Douglas said in 2014 he is proposing installing sprinklers up a rock retaining wall to better water the vegetation growing there and a project to replace some of the asphalt along the trail.

Councilor Arnold said he recently played tennis on the newly resurfaced courts and was impressed with the work and Mr. Douglas said the court was also striped for pickleball at an additional cost of a couple hundred dollars. Councilor Searle asked if an additional court could be built on the existing basketball court and Mr. Douglas said the contractor informed him the area was not large enough and would need to be torn out to construct a new tennis/pickleball court. Mr. Douglas said the Council can observe how much use the courts get this summer by

tennis and pickleball players and then can make an informed decision about possibly constructing new courts at Riverdale Park or in another area of Riverdale City. Police Chief Dave Hansen asked about dual line confusion and Mr. Douglas said people that play both sports know which lines are for tennis and which are for pickleball and he said the company that did the work said dual lines are increasingly common. Councilor Searle suggested an upcoming newsletter have an article explaining that the courts have been resurfaced and are now striped for tennis and pickleball.

Councilor Mitchell complimented the public works crew for their excellent maintenance of Riverdale's trail and said he gets lots of positive public feedback from people who appreciate the upkeep of the city's parks and trail system. Mr. Douglas said 10 new benches are being installed along the trail approximately every quarter of a mile in areas where there is a nice view of the river so that trail users will have additional rest stops.

Councilor Arnold said the restoration work along the river and new vegetation looks nice and Mr. Douglas said a sprinkler system was installed in this area to help sustain the new plants while they become established. Councilor Staten said once the new Weber Pathways Bridge is built there will be more interest in the trail and he said construction is scheduled to begin after the bird nesting season ends in August 2013. Mr. Hansen said all these amenities require a lot of maintenance and he said Mr. Douglas has budgeted for two seasonal workers to help keep the parks and trail clean and remove garbage. Fire Chief Roger Bodily said he recently drove all three miles of the trail at 3 p.m. to inspect the vegetation for fire hazards and he was surprised at the amount of traffic and how many people use city amenities like the disc golf course. He complimented Riverdale City Public Works employees for how well they maintain their section of the trail and said there is a noticeable difference when you cross over to Ogden City's trail.

Mayor Burrows said UDOT is repairing the deck of the I-84 bridge over 4400 South and Mr. Douglas said work is scheduled to begin on Monday and should take one week with UDOT crews scheduled to work from 7 a.m. to 5 p.m. He said if the construction causes serious traffic bottlenecks at the roundabout and appears to be seriously impacting commuters heading to America First Credit Union he will ask crews to work from 9 a.m. to 3 p.m. Mr. Douglas asked for any additional questions or comments about the Public Works and Enterprise Fund budgets and there were none.

10:05 a.m. Break

10:25 a.m. *Tentative Budget Review Continued*

- Community Services.....Lynn Fortie

Business Administrator Lynn Fortie said the Community Services proposed budget for 2013-2014 includes repairs to the air conditioning units of city buildings. He said the Senior Center has charged \$2.50 for lunch since the center was built but the cost of food keeps increasing and so in the future it will probably become necessary to charge more for lunch. Mr. Fortie said money has been budgeted to repave the Senior Center parking lot and for city Memorial and Veteran's Day ceremonies. Mayor Burrows said Sam's Club has expressed interest in donating refreshments for city events and Mr. Hansen said they can coordinate any donations through Community Services Coordinator Jeanette Hall. Mr. Fortie said Senior Program Coordinator Mickie Layton will retire at the end of July and an individual has been hired to fill her position and will start on July 1, 2013 to allow for a 30 day mentoring period.

Councilor Mitchell said last year the Council had approved increasing the Old Glory Days fireworks budget from \$14,000 to \$17,000 to cover the increasing cost of fireworks and he asked if an annual increase should be incorporated into the budget. Councilor Searle suggested an annual increase of \$250 to \$500 be budgeted for fireworks. Mr. Hansen asked Chief Bodily to compare the current fiscal year's invoice for fireworks to previous years to see if an annual increase is warranted before the Council considers approval of the final budget in June. Councilor Arnold said he agrees with Mr. Hansen's suggestion to research the cost before approving any automatic budget increases. Councilor Searle said there were some complaints last year that the fireworks aren't shot high enough into the sky to be visible from the surrounding Riverdale neighborhoods and Chief Bodily talked about the types of fireworks allowed given the space Riverdale City has available at Riverdale Park. Mr. Douglas said Riverdale's Community Center and Fire Department both have plastic roofs and Chief Bodily said he will have firefighters on both roofs equipped to extinguish and fireworks before they burn holes. Mr. Hansen said historically the fire department shoots off two canon shots on the 4th of July at 6:00 a.m. and 6:05 another just prior to the start of Riverdale's sunrise service and a final shot at the beginning of the Old Glory Days Parade at 9:30 a.m.

Mayor Burrows asked for consensus to have Chief Bodily evaluate Riverdale's fireworks show to compare the amount of fireworks purchased between 2012 and 2013 to see if additional money should be budgeted in 2014 to ensure the show meets the public's expectations and consensus was unanimous.

Councilor Searle asked about increases to the phone budgets among city departments and Mr. Fortie said he only changed how the charges are allocated with each department being billed for the number of cell phones used by members of their staff. There were no additional questions or comments.

- RDA Funds, Projects and ProgramsLarry Hansen

Mr. Hansen explained how the RDA General Fund budget operates and when project areas trigger tax increment payments. He said there is a statutory housing requirement that 20 percent of the RDA budget be used for housing related expenses. Mr. Hansen discussed the possible relocation of eight homes in the 550 West Project Area. He said he has assigned Deputy RDA Director Michael Eggett to work on a project connected to the eight acres the city owns to try and tie all the parcels in the 550 West Project Area together to make it more attractive to a developer. Mr. Hansen said the owner of Best Burger and Truly Nolen are both willing to participate in assembling acreage and he said he isn't certain there is enough acreage for a big box store but it could be an ideal location for a new car dealership.

Mr. Hansen said the Riverdale Senior Center has its own fund and will be in operation eight years this July. Mr. Hansen said a bond payment was made at the end of March and the reserve fund has over \$1 million for maintenance or capital improvement projects to the facility. According to Mr. Hansen, the RDA Senior's program is an asset to the tenants of the facility and community and the facility can also be used for city meetings. Mr. Hansen said some issues have arisen from renting out the Senior Center as a banquet hall because the facility's residents have been negatively impacted by groups with loud music and children running around while residents are trying to sleep. He said administratively he has put a hold on renting out the facility

to any group that may disturb the residents and the current directive is to only rent the facility for formal settings like political town meetings with congressmen and representatives.

Mr. Hansen said a \$9 million budget was approved by the Taxing Entities Committee for the West Bench Project Area for infrastructure and that fund currently shows a balance which will be paid as soon as the tax increment payments are triggered. He said the Riverdale Road Project Area will have some improvements in the next fiscal year including the completion of sidewalks and installation of bus benches in proximity to Riverdale Road. Mr. Hansen said seven bus shelters and benches installed by UTA are pending and will be appreciated by commuters who use public transportation. He said the roundabout at 700 West is scheduled to have decorative rocks, plants and flowers and a flag pole with an American Flag installed before July 4, 2013. Mr. Hansen said he wants to foster the residential imaging of 4400 South and on 1050 West near Good Foundations Academy to demarcate the commercial from the residential areas. He discussed how UDOT work in 2014 on Riverdale Road and new on and off ramps onto I-15 will positively impact Riverdale businesses. Mr. Hansen said staff is working with UDOT to get authorization to place a two sided "Welcome to Riverdale" sign with a water feature in a highly visible location as traffic heading northbound exits I-15 onto Riverdale Road. Mr. Douglas said the city is working to install a water line and there will already be power at the intersection because UDOT is planning on a signaled intersection. Mr. Hansen said the Riverdale sign in front of Larry H. Miller is not highly visible and may be moved to the corner by TGI Fridays Restaurant to welcome shoppers to the north end of Riverdale City. He said there is a Riverdale sign at the 300 West entry to the city and in the roundabout on 4400 South.

Mr. Hansen said he is making notes of all these ideas associated with different RDA project area budgets to help his successor understand the intentions of the previous administration when he retires. Mayor Burrows said a developer is interested in assembling all the parcels of land in the West Bench Project Area and is in discussions with landowners and Mr. Hansen said the recession recovery has many people with resources looking at developments in different Riverdale project areas including the West Bench.

- Water, Sewer, Storm Water, Garbage

Mr. Douglas said he has budgeted to paint the city water tanks at the Council's direction and to install a drain line to the Weber Davis Canal now that the city has been granted an easement. He said it has come to his attention that UDOT will be working on a section of Riverdale Road where a city water line could be replaced and he said he would like to add this project to the 2013-2014 budget as it will be cheaper to replace the line now instead of cutting through 30 inches of concrete later when the line is scheduled for replacement or servicing. Mr. Douglas said he has budgeted \$150,000 to \$200,000 for this water line replacement project.

Mayor Burrows asked for consensus to make a budget amendment for \$200,000 to the Water, Sewer, Storm Water, and Garbage Fund to replace a water line from 1500 West across Riverdale Road. Consensus was unanimous.

Mayor Burrow asked about the budget for the proposed new Riverdale sign with a water feature on Riverdale Road and Mr. Hansen said this will be paid out of the RDA budget not the city's Enterprise Fund.

Mr. Douglas said he has budgeted for several sewer projects in 2014 because several projects have been completed under budget and the fund has a healthy surplus. He said several storm

water projects are ahead of schedule and the garbage fund is also in good shape because the city's recycling program has kept garbage fees from increasing and Mr. Hansen asked Mr. Douglas to request a report on the tonnage Riverdale is recycling annually. Mr. Douglas said anyone that moves into Riverdale is now automatically signed up to participate in the city's recycling program.

- Internal Service FundsLynn Fortie
 - Motor Pool

Mr. Fortie said the motor pool fund shows the sale of assets in the amount of \$50,000 and he said this number will be significantly higher in 2014 with the resale of the existing police fleet. He said new equipment purchases include the police fleet, a new lawnmower for the city's parks and a one ton snowplow to replace an old plow. Councilor Arnold asked about the features of the lawnmower at a cost of \$60,000 and Mr. Douglas said it is the same mower that golf courses use and should allow the city's parks to be mowed more efficiently.

- Information Technology

Mr. Fortie said he has budgeted \$100,000 to replace some of the city's aging computers and phones citywide. Mr. Hansen asked Mr. Fortie to add a budget note explaining this amount is to replace the city's phone system. Mayor Burrows asked about the city's alert system through dispatch and Chief Bodily said the fire department's bedrooms are all alarmed and the system receives notifications through the internet, not a phone line.

- Capital ProjectsLynn Fortie, Larry Hansen

Mr. Douglas said River Restoration Project 1 involving repairs following the 2011 flooding have been complete for several months and the city is expecting a reimbursement check from FEMA for a portion of the cost. He said it is unlikely FEMA will pay any of the \$100,000 cost to replace the Kayak Park damaged during the flooding because the necessary permits were not secured by the Weber Sewer District when they initially created the park while replacing their sewer line. Mr. Douglas said FEMA won't fund projects that could cause water levels to rise in a flooding event so it is highly unlikely they would help fund the repair of Riverdale's Kayak Park. He said Riverdale City will need to spend between \$10,000 and \$15,000 in engineering fees for FEMA to even consider the project and there are no guarantees they will help fund it even if the engineer determines the feature won't contribute to future flooding in the area. Mr. Douglas said in his opinion it isn't feasible for Riverdale City to spend \$100,000 to repair the Kayak Park without FEMA funding. He asked for Council consensus to repair the feature or simply fill in the hole caused by the flooding to make the area safe as a swimming hole. Councilor Mitchell asked about the repair work that would be needed to fix the feature and Mr. Douglas said the bank has eroded in this area and would need to be replaced to recreate the kayak wave and the city would need to hire divers to investigate the area where the water is undercutting and channel the water while the repair work is being done. Councilor Staten asked if any engineers have evaluated the project and Mr. Douglas said experts with RiverRestoration.org have evaluated the project but an engineer will charge \$10,000 and \$15,000 to evaluate the project and he didn't want to incur this expense without Council consent. Councilor Staten asked about the cost to fill the hole and Mr. Douglas said estimates are \$40,000 to \$50,000 and \$100,000 to recreate the Kayak Park. Councilor Staten asked if the Weber Sewer District would be willing to help fund the project to protect their line and Mr. Douglas said they would likely only become involved if their sewer line was in danger.

Mr. Hansen said the city shouldn't count on FEMA assistance and he recommended appropriating \$100,000 for the project while Mr. Douglas inquires into partnering with the Weber Sewer District with the expectation that the safety hazard will be repaired in fiscal year 2014 and possibly the Kayak Park. Mayor Burrows asked for consensus on the proposal and it was unanimous.

Mr. Douglas said staff will evaluate the usage of the two dual striped tennis/pickleball courts at Riverdale Park this summer and Councilor Searle asked about the possibility of putting in some pickleball courts at Golden Spike Park. Mr. Hansen said sites will be evaluated in fiscal year 2014 and the Council can consider budgeting to put in more courts in fiscal year 2015 if there is public interest. Councilor Arnold said he likes the idea of evaluating interest before budgeting for additional play courts and he said Riverdale could consider investing in a sports complex on the city's 40 acres south of the Civic Center in the future. Mr. Douglas said he likes this idea from a maintenance perspective having a complex in one area instead of courts spread out all over the city. Councilors Hunt and Searle said they get some complaints that all the city features are on the north side of Riverdale and Councilor Arnold said Riverdale is so small all the amenities are only a few miles from any location. Mayor Burrows and Councilor Mitchell said they have received several requests from young people who want the city to build a skateboard park. Councilor Staten asked about the possibility of creating pocket parks throughout the city and Councilor Arnold said neighborhood parks only benefit a few residents and make more work for the public works employees. He said he would rather see city resources used to develop parks accessible from the trail. Mr. Hansen said he likes the idea of trail amenities but recommends they are located the trails access points to enhance usability and make maintenance easier.

Mr. Hansen said he observed children running on the aluminum table tops at Golden Spike Park and he asked if the tables need to be replaced. Mr. Douglas said his employees repaired one broken table and evaluated the others which seem to be in good condition, he said they cost \$8,000 to \$10,000 each to replace. Councilor Staten said he did not notice any problems with the tables recently when he rented a park pavilion and Mr. Douglas said the aluminum table tops are easy to pressure wash.

Mr. Hansen said Riverdale City hosted a successful Emergency Preparations Stakeholders Meeting in May and staff is now working on completing items on a task list created at that meeting to improve Riverdale City employees' ability to respond in an emergency situation. He asked the Council to approve a budget in fiscal year 2014 to assist staff members in creating personal 72 hour kits so that essential employees will feel more confident returning to work following a disaster knowing that the needs of their family members are being met. Mr. Hansen said 72 hour kits are being assembled and stored at different locations in city buildings for all essential staff and the Mayor and Council and the city's Emergency Operations Plan is being updated. Councilor Arnold said following a catastrophic event some employees won't return to work even if the city helps them acquire a personal 72 hour kit for their family members. Councilors Arnold and Mitchell said they would be in favor of using city funds for this project if there was a way to mandate essential staff return to work in an emergency situation and Mr. Hansen said essential employees include police, fire and public works.

Mr. Hansen suggested the Council appropriate \$12,000 for 72 hours supplies to be purchased at a bulk rate for departments' essential staff with the caveat that Council

approval be granted before funds are used in connection with personal 72 hour kits. Mayor Burrows asked for consensus on the proposal and it was unanimous.

Chief Bodily said he was assigned to investigate the cost of Riverdale City acquiring an AM radio station channel to be used for city communications and emergency bulletins and early estimates are \$20,000 to \$25,000. Mr. Hansen said this expenditure has not been included in the fiscal year 2014 budget.

12:10 p.m. Lunch

12:30 pm *Tentative Budget Review Continued*

- Capital ProjectsLarry Hansen

Mr. Hansen said the possibility of building a separate court building annex has been discussed in the past at an estimated cost of \$1.5 million but that is not being proposed at this time. He said money has been budgeted from the Capital Projects Fund to remodel the council/courtroom in fiscal year 2014 including replacing the chairs. Mr. Hansen said Riverdale City has historically paid for any new construction including the Community Center and Fire Department rather than bonding for new city buildings like many municipalities. He said money for a new civic center is saved annually in the Capital Projects Fund and can also be used to bridge upcoming sales tax loses imposed on Riverdale City by state legislation.

Mr. Douglas said a couple hundred feet section of the trail needs to be replaced near the disc golf field in fiscal year 2014. Mr. Hansen said staff communicated with the Treasurer of the Roy Historical Museum that Riverdale will not be participating in a joint museum venture but will instead be installing historical markers along the trail with anodized metal images of landmarks to preserve Riverdale’s history. He said future newsletter articles will request public input on which historic markers to memorialize and Councilor Mitchell said local Historian Gary Boatright Jr. has also asked for feedback on Facebook. Mr. Hansen said historic markers won’t be labor intensive like a physical museum and he said the memorial plaque on the trail to commemorate the contributions of former Council member Nancy Brough cost roughly \$800. He said staff will get Council approval before any markers are ordered.

Mr. Hansen asked the Council to appropriate \$12,000 for historical memorial markers in fiscal year 2014. Mayor Burrows asked for consensus on the proposal and it was unanimous.

Discretionary Items

Mayor Burrows said one of his roles as Mayor is to screen Eagle Scout projects and he said that he encourages Scouts to come up with their own project ideas to provide service to our community at minimal inconvenience to Riverdale’s Public Works Department. He said he recently approved two Eagle Scout projects, one to clean up the weeds on the south side of the city’s trail in the area near the sundial and a second to post notices provided by the Utah Division of Water Quality and Wildlife Resources of prohibited items not allowed to be washed down the city’s storm drains. Mr. Douglas said all new developments in Riverdale will have the notice on an emblem built into the storm drains.

Councilor Mitchell said a Scout recently approached him with an idea for a project to paint the streets in front of Riverdale’s fire hydrants with red paint and Mr. Douglas said state regulations

call for cities to avoid painting curbs and instead recommend posting “No Parking” signs so that even in inclement weather drivers understand where hydrants are located and where they are prohibited from parking. Mr. Hansen said Councilor Mitchell should advise the Scout who approached him to use the red paint on hydrants instead of city street curbs.

Adjourn

With no further business to come before the Council at this time the meeting adjourned at approximately 12:50 p.m.

Approved: June 18, 2013

Attest:

Bruce Burrows, Mayor

Ember Herrick, City Recorder