



**RIVERDALE CITY COUNCIL AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
WEDNESDAY –NOVEMBER 6, 2013**

Minutes of the **Regular Meeting** of the **Riverdale City Council** held Wednesday,
November 6, 2013 at 6:00 PM at the Riverdale Civic Center, 4600 South Weber River Drive.

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

Member Excused: Don Hunt, Councilor

Others Present: Larry Hansen, City Administrator; Steve Brooks, City Attorney;
Lynn Fortie, Business Administrator; Jeannette Hall, Community
Services Director; Michael Eggett, Community Development
Director; Dave Hansen, Police Chief; Roger Bodily, Fire Chief,
Ember Herrick, City Recorder and members of the public
including Brent Ellis, Kevin Higgs, Cody Hansen, Heather Farrell,
Charles Kerkvliet and David Leahy.

A. Welcome & Roll Call

Mayor Burrows called the meeting to order and welcomed all in attendance including all Council members except for Councilor Hunt who is excused.

B. Pledge of Allegiance

Mayor Burrows led the Pledge of Allegiance.

C. Moment of Silence

Mayor Burrows read a quote from Benjamin Franklin who said individuals should not depend too much upon their own strengths because they may all be lost and without the blessing of heaven men can be left with nothing, like Job who suffered and lost everything but was later prosperous through the mercy of God.

D. Open Communications

Mayor Burrows invited any members of the public with questions or concerns to address the Council and Riverdale resident Kevin Higgs said he would like to petition the Council to allow him to put 20 solar panels on his home powered by an inverter to lessen his carbon footprint and be more self-sufficient. According to Mr. Higgs, Riverdale's current permit fee of \$560 is significantly higher than the fees charged by neighboring cities Layton, Washington Terrace and South Ogden and he said he would like to petition the Council to reduce the building permit fees for these types of projects. Mr. Hansen asked what Layton's fees are and Mr. Higgs said his business partner did a similar project in Layton last year and was only charged \$70 by Layton City. Mr. Higgs said this

individual has been able to reduce his electrical use significantly and now only pays \$7.95 a month to Rocky Mountain Power.

Mayor Burrows said Mr. Higgs' request will be taken under advisement and would need to be an action item on a future agenda before the Council could take action. He said staff will notify Mr. Higgs if his request will be on the November 19, 2013 Council agenda so that he can attend that meeting and answer any questions the Council may have. Mr. Hansen asked if Riverdale's Building Inspector Jeff Woody has the correct specs to determine if Mr. Higgs' roof can carry the weight of 20 solar panels and Mr. Higgs said he will be happy to provide any information the city requests as he is eager to comply with all regulations. Mayor Burrows said Mr. Higgs will also need to get an agreement with the power company.

Riverdale resident David Leahy said a new flag pole has been erected on the South side of Riverdale's Veteran's Memorial to honor prisoners of war and veterans missing in action. He thanked Mr. Hansen, the public works crew that set the pole and pulleys and the veterans who have assisted in this project and the upcoming Veterans Day Ceremony on November 11, 2013. Mr. Leahy read the ceremony agenda and encouraged everyone to attend and invite their friends and neighbors so that the event will be well attended.

E. Presentations and Reports

Mayor Burrows said the Veteran's Day Memorial Ceremony will be held at 10 a.m. on Monday November 11, 2013 in front of the Civic Center at the Riverdale Veterans Memorial. Mayor Burrows said December 21, 2013 will be the Riverdale Santa Run beginning at 9 a.m. under the direction of Fire Chief Roger Bodily.

City Recorder Ember Herrick gave a brief report on the General Election held November 5, 2013 saying there are still 485 ballots to be counted and 1,663 of Riverdale's 3,538 registered voters participated with all but 42 provisional voters using the vote by mail ballot sent to them for a record high turnout of 47%.

Report on Fiscal Year 2012-2013 Audit

Jeff Ambrose with Christensen, Palmer, Ambrose, Certified Public Accountant Business Advisors said he will give the Mayor and Council a brief report on his firm's fiscal year 2012-2013 audit of Riverdale City. He thanked Business Administrator Lynn Fortie for his efforts to ensure that the city's day to day accounting operations are in compliance with all auditing rules and regulations and he explained a minor terminology change from previous years. According to Mr. Ambrose, only one journal entry was made in this year's audit report of Riverdale said and he said that was simply because Mr. Fortie was unaware of a new statute but he said as far as Riverdale's internal control and compliance the audit was clean. Mr. Ambrose said there were no disagreements with management about any of the report conclusions and overall the financial health of the city is good with \$5.8 million dollars of sales tax revenue being collected by Riverdale City during the previous fiscal year. He referenced several graphs depicting Riverdale's expenditures showing that public safety specifically the city's police, fire and ambulance services make up the largest portion of Riverdale's annual budget. Mr. Ambrose said from 2010 to 2013 Riverdale is showing steady growth which is a positive sign of financial recovery following the last recession. He said Class C Road and RDA monies are both restricted and he indicated monies that the Council has already budgeted for expenditure and additional funds that can still be appropriated or

saved. Mr. Ambrose asked the Council if they have any questions about the report and none were noted.

There were no items on the Recorder's Report and no new updates to the Community Development Status Report.

F. Consent Items

Mayor Burrows asked if there were any changes to the October 1, 2013 work session and regular Council meeting minutes and none were noted.

Motion: Councilor Arnold moved to approve the consent items as amended. Councilor Searle seconded the motion.

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

Call the Question: The motion passed unanimously.

G. Action Items

- 1. Consideration of Resolution 2013-35 amending Riverdale's Consolidated Fee Schedule**
 - a. RCC 1-12-2(12) Special Event Permits**
 - b. RCC 1-12-8 Fire Department Fees**
 - c. RCC 1-12-11 Community Services Fees**

Mayor Burrows said the first action item is consideration of amending the current fee schedule regarding special event permits, fire department and community services fees. City Attorney Steve Brooks said he would like to add one amendment to the proposed special event permit fine to make it a Class B misdemeanor instead of a Class A misdemeanor so that violations can be prosecuted by Riverdale's Justice Court.

Mayor Burrows asked for consensus to amend the wording of RCC 1-12-2(12) Special Event Permits from Class A to a Class B misdemeanor and consensus was unanimous.

Chief Bodily said the State of Utah sets the ambulance fee rates based on a formula derived from a survey of all ambulance providers state wide and Riverdale code states that the city will charge that same rate.

Mr. Fortie said changes to the community service fees include charging a fee for vendors that want to sell items during the Old Glory Days Parade so that the community service staff can require that prepared foods being sold to the public are subject to health department rules and regulations. Mayor Burrows asked how the parade permits will be enforced and if staff provides permit holders with an information packet explaining what the food handling guidelines are and Ms. Hall confirmed that they do work with the health department and any vendors not selling prepackaged items. Mayor Burrows said he has noticed vendors crossing the parade route creating a hazard and he said he would like to see safety guidelines for the parade included in the vendor permit paperwork.

Mr. Fortie said the Riverdale Recreation Center also wants to implement a new software program that will allow members of the public to rent city park pavilions and meeting rooms online. He said in order for the software to work the fee schedule must be changed to only charge people for the hours they rent a facility. Mr. Fortie said he is recommending the smaller pavilions be on a first come first serve basis with no rental charge and that the clean up refund associated with the larger pavilions be deleted from the fee schedule as it is impossible for staff to verify that the individuals that rented the pavilion left it clean. According to Community Services Coordinator Jeannette Hall, the rental rates will remain the same and the money not refunded for the clean up fee will help offset the cost of public works staff cleaning and maintaining the pavilions. Councilor Mitchell said he would like to see the fees reduced if the cleanup fee isn't refunded because members of the public will consider this a fee increase.

Mr. Hansen said Public Works Director Shawn Douglas has found it necessary to increase the number of seasonal employees he hired this year and the length of their employment because city amenities like the park pavilions require additional maintenance. Mr. Fortie said Riverdale charges lower rental rates than other cities for the use their facilities and Councilor Staten said when he hosted a bike event recently he rented one of the pavilions and he said if the cost had been doubled he would have been discouraged from using the pavilion. Councilor Mitchell said he would like to see the rates for Riverdale residents reduced by \$25 dollars if the refundable clean up fee is removed from the fee schedule but he said he would not be opposed to the proposed rate increase being applied to non-residents that want to rent Riverdale pavilions. He said there could also be concerns from the public about an increase in meeting room rental fees if they are charged by the hour and Ms. Hall said groups rarely use the rooms for the six hour block and so many users will pay less under the proposed hourly rate. Councilor Mitchell asked how often meeting rooms are reserved and Ms. Hall said it depends on the month and when people schedule weddings and family reunions but she said the rooms are typically booked through half of October and all of November and December.

Mayor Burrows asked for consensus to amend the wording of RCC 1-12-11 Community Service Fees to reduce Riverdale resident pavilion rental fees by \$25 and to remove all cleaning deposit refund references. The proposal passed with the consent of Councilors Mitchell, Staten and Arnold and Councilor Searle abstaining from the vote.

Motion: Councilor Mitchell moved to approve Resolution 2013-35 amending Riverdale's Consolidated Fee Schedule regarding special event permits, fire service fees, and community services fees as proposed with the amended changes agreed to by Council consensus. Councilor Staten seconded the motion.

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

Roll Call Vote: Councilor Searle, aye; Councilor Arnold, aye; Councilor Mitchell, aye; and Councilor Staten, aye. The motion passed unanimously.

2. Consideration of authorization to purchase police laptops for \$41,420.00

Mayor Burrows said the second action item is consideration of authorization to purchase police laptops for \$41,420.00. Business Administrator Lynn Fortie said he forgot to include this line item in the 2013-2014 IT budget, but it was correctly included in the police budget for the next three years. Mr. Fortie said when computers are purchased for different departments in Riverdale City the initial purchase comes out of the general fund IT budget and then the department pays the IT budget back over the course of the computers expected lifetime. He said the IT budget can be amended without a public hearing. Councilor Mitchell asked how often the police laptops are rotated and Mr. Fortie said the laptops in the public safety vehicles are on a three year rotation, which he said seems to be appropriate because they get a lot of hard use. He said the current police laptops are just over their three year rotation and no longer under warranty and in the last month a couple computer hard drives have failed. Mr. Fortie said a local company ETS gave Riverdale a lower bid than the state contract Dell provider that will save taxpayers a couple thousand dollars. He said he made several attempts to get a third bid but it was difficult because the public safety laptops are so specialized. Councilor Searle asked what will be done with the old laptops and Mr. Fortie said they will be surplus and sold to the public or taken to an electronic recycling location if they cannot be resold. There were no additional comments or questions.

Motion: Councilor Arnold moved to approve authorization to purchase police laptops for \$41,420.00. Councilor Searle seconded the motion.

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

Roll Call Vote: Councilor Arnold, aye; Councilor Mitchell, aye; Councilor Staten, aye; and Councilor Searle, aye. The motion passed unanimously.

3. Consideration of Ordinance 847 adopting the International Code Council 2012 Edition of the Fire Code and amending all references of “Uniform Building Code” to read “International Building Code” to create consistency

Mr. Brooks said the state of Utah recently adopted the 2013 Edition of the Fire Code and now staff is proposing that same standard be adopted in Riverdale City’s Code along with the proposed change of all references to “uniform building code” to “international building code” to create consistency.

Motion: Councilor Searle moved to approve Ordinance 847 adopting the International Code Council 2012 Edition of the Fire Code and amending all references of “Uniform Building Code” to read “International Building Code” to create consistency. Councilor Mitchell seconded the motion.

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

Roll Call Vote: Councilor Mitchell, aye; Councilor Staten, aye; Councilor Searle, aye; and Councilor Arnold, aye. The motion passed unanimously.

4. Consideration of Ordinance 848 adding Title 11, Chapter 2, Sections 1-3: Franchise Agreements; to address Gas Distribution Systems in Riverdale

Mr. Brooks said in August of 2013 the Council adopted a franchise agreement with Questar Gas and Ordinance 848 will list this latest agreement to Riverdale's existing franchise agreements found in Section 11 of the city code.

Motion: Councilor Mitchell moved to approve Ordinance 848 adding Title 11, Chapter 2, Sections 1-3: Franchise Agreements; to address Gas Distribution Systems in Riverdale. Councilor Staten seconded the motion.

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

Roll Call Vote: Councilor Staten, aye; Councilor Searle, aye; Councilor Arnold, aye; and Councilor Mitchell, aye. The motion passed unanimously.

5. Consideration of Ordinance 849 amending RCC 10-3 Special Events to update the licensing procedures and requirements for hosting a special event within the city limits and clarify the punishments for violators

Mr. Brooks said Ordinance 849 allows staff instead of the City Council to review special event permits received after the 30 day deadline prior to the event and inserts stricter penalties for events held without the necessary permit. He said the only proposed amendment is that the Class A misdemeanor language be amended to a Class B misdemeanor so that violators can be handled in Riverdale's Justice Court.

Motion: Councilor Mitchell moved to approve Ordinance 849 amending RCC 10-3 Special Events to update the licensing procedures and requirements for hosting a special event within the city limits and clarify the punishments for violators. Councilor Searle seconded the motion.

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

Roll Call Vote: Councilor Searle, aye; Councilor Arnold, aye; Councilor Mitchell, aye; and Councilor Staten, aye. The motion passed unanimously.

H. Discretionary Items

Mayor Burrows asked if there were any discretionary items and Councilor Mitchell said he attended the Fire Department's Open House with his family last month and was

impressed with the professionalism of the fire department staff and how well attended the event was. He asked Chief Bodily to pass the compliment on to his staff.

Adjournment:

With no further business to come before the Council at this time, Councilor Arnold moved to adjourn the meeting. Councilor Mitchell seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 7:00 p.m.

Approved: November 19, 2013

Attest:

Bruce Burrows, Mayor

Ember Herrick, City Recorder