

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, February 19, 2019, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: City Council: Norm Searle, Mayor
Braden Mitchell, Councilmember
Brent Ellis, Councilmember
Alan Arnold, Councilmember
Cody Hansen, Councilmember
Bart Stevens, Councilmember

City Employees: Rodger Worthen, City Administrator
Steve Brooks, City Attorney
Mike Eggett, Community Development
Scott Brenkman, Police Chief
Shawn Douglas, Public Works Director
Jackie Manning, City Recorder

Visitors: Brad Brown Sam Bracken

A. Welcome & Roll Call

The City Council meeting began at 6:03 p.m. Mayor Searle called the meeting to order and welcomed all in attendance, including all Council Members and all members of the public.

B. Pledge of Allegiance

Mayor Searle invited Police Chief, Scott Brenkman, to lead the Pledge of Allegiance.

C. Moment of Silence

Mayor Searle called for a moment of silence and asked everyone to remember our police officers, fire fighters, U.S. Military service members, and members of the City Council as they make decisions this evening.

D. Public Comment

Mayor Searle invited any member of the public with questions or concerns to address the Council and asked that they keep their comments to approximately three minutes. No action will be taken during public comment. There were no public comments.

E. Presentations and Reports

1. Mayors Report

There was no Mayor Report for this meeting.

2. City Administration Report

Rodger Worthen, City Administrator, summarized the administration report which outlines staff anniversaries, full time employee (fte) allocation, community development (i.e. new businesses coming into the community or existing business remodels), individual staff monthly progress reports, and the condition of the treasury.

Mr. Worthen presented an employee recognition certificate to Joel Pippin, in the police department, for his 15 years of service within Riverdale City. Mayor Searle and Mr. Worthen expressed appreciation to Officer Pippin and all the police department.

Police Chief Brenkman praised Officer Pippin for his good service and discussed his various roles and shifts in working for Riverdale City.

F. Consent Items

1. Consideration to approve the City Council meeting minutes from: February 5, 2019 Work Session and Regular Meeting.

Mayor Searle invited any corrections or comments regarding the above referenced meeting minutes. There were no comments regarding this item.

MOTION: Councilmember Mitchell moved to approve the consent items as proposed. Councilmember Ellis seconded the motion. There was not any discussion regarding this motion. The motion passed unanimously in favor.

G. Action Items

1. Consideration to approve the Garff-Lesley Small Subdivision request, property located approximately 671 West 4400 South, Riverdale, Utah; as requested by Matt Garff.

Mike Eggett, in Community Development, summarized the executive summary which explained:

Matt Garff, as represented by Brad Brown and/or Sam Bracken, has provided an application for a Residential Small Subdivision Site Plan review for a two-lot subdivision proposal located at approximately 671 West 4400 South and 667 West 4400 South within the Mobile Home Park-Recreational Vehicle Park (Rmh-1) Zone. The proposed subdivision comprises 5.25 acres of land within the proposal.

This site plan is being proposed for the two-lot subdivision and subsequent development of a large parking area on the easternmost lot (Lot 2) in this subdivision. A small portion of Lot 2 does include an existing off premises large advertising sign (billboard). The western lot (Lot 1) will continue to exist as a mobile home park. All properties affected by this proposal are currently owned by Garff Properties Riverdale, LLC.

This matter came before the Planning Commission previously on November 27, 2018, December 11, 2018, January 8, 2019, and the final date of February 12, 2019 for review by the Commission. At the conclusion of the discussion, during the February 12, 2019 meeting, a motion was approved to recommend City Council approval of the request for the Garff-Lesley Subdivision with the requirement that all outstanding staff concerns be addressed. All outstanding staff concerns have been resolved prior to this meeting and this matter is now before the City Council for consideration of final approval for the proposed subdivision.

A public hearing is not required to consider this Site Plan proposal. Per Small Subdivision standards of the City Code, the applicant only needs to receive a Final Subdivision recommendation from the Planning Commission to then move forward for City Council consideration.

Title 10 Ordinance Guidelines (Code Reference)

This Small Subdivision Site Plan review is regulated under City Code 10-21 "Subdivisions", specifically 10-21-12 "Small Subdivisions; Special Provisions", and is affected by City Codes 10-9G "Mobile Home Park-Recreational Vehicle Park Zone (Rmh-1)", 10-14 "Regulations Applicable to All Zones", 10-15 "Parking, Loading Space; Vehicle Traffic and Access", and 10-16 "Sign Regulations".

The proposed development parcel is located on property on the western end of 4400 South, currently operated as the Leslie's Mobile Home Park on property currently owned by Garff Properties Riverdale, LLC. The property is located in a Rmh-1 zone and the requested use of an ancillary parking lot is a permitted use in this zone as noted in 10-9G-14 of the City Code.

Attached with this executive summary is a document entitled "Small Subdivision Site Plan Review – Garff-Lesley Small Subdivision"; this is a supplementary document addressing items on the Residential Subdivision Site Plan application document. Also attached, following this executive summary, are comments from the Public Works Director, the Fire Chief, the Police Chief, and contracted City Engineer.

A component of the approval consideration also requires a review of the Engineer's Cost Estimate for project improvements within the City right-of-way. The proposed Engineer's Cost Estimate for this project and also the City Engineer's approval of the Engineer's Cost Estimate has been provided to you for your use and review.

Staff would encourage the City Council to review this matter and then discuss with the petitioner concerns raised by staff and/or the Planning Commission. Staff would then recommend that the City Council make a motion to provide final approval of the Garff-Lesley Small Subdivision site plan proposal, provide approval of the proposed site plan with any requested modifications, table the matter to allow for further discussion and review, or not provide final approval of the Garff-Lesley Small Subdivision site plan. If final approval is provided, then this matter could move forward to finalizing all performance security requirements and recording the plat and long-term storm water maintenance plan, prior to construction activities commencing on this site.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as "Residential – Medium Density" and this proposed project would be allowed with this land use as a result of the Rmh-1 language regarding hard-surfaced area establishment.

Mr. Eggett read, for the record, department comments made by the Public Works Director, Shawn Douglas, regarding the storm water requirements: 1) have drainage system operation and maintenance plan with BMPS recorded with the plat; and 2) notice of intent filed with the state prior to beginning construction.

There was a discussion regarding improvements to be made to the parcel, including the adjacent mobile home park which is also owned by the applicant. Brad Brown, a representative of the applicant, explained the new potential buyer of the mobile home park is looking to upgrade the mobile home park until other redevelopment opportunities are presented.

MOTION: Councilmember Arnold moved to approve the Garff-Lesley Small Subdivision request, property located approximately 671 West 4400 South, Riverdale, Utah; as requested by Matt Garff. Councilmember Ellis seconded the motion.

Mayor Searle invited discussion regarding the motion. There was not a discussion.

ROLL CALL VOTE: Councilmembers Ellis, Mitchell, Arnold, Hansen and Stevens all voted in favor of this motion.

2. Consideration of Ordinance 906, amending Title 3 Chapter 1 Section 4, Business License Application Procedure.

Jackie Manning, City Recorder, summarized the executive summary which explained:

This ordinance amendment would address a new trend staff is seeing in relation to business license applications. For the past several years we have been receiving business license applications from business owners who never finish the process, despite consistent follow up from city staff. This follow up becomes time consuming for both the city recorder, and fire inspector. By having an expiration time frame it allows the city to recoup fees for staff time and puts the burden on the applicant to complete the process within a 6 month time frame. The majority of businesses that apply open within a few weeks (or less) of their application submittal date. During the work session meeting it was proposed to reduce the expiration date from 6 months to 90 days. Mrs. Manning reminded the Council if they wish to implement that recommendation they will want to include it in their motion.

MOTION: Councilmember Hansen moved to approve Ordinance 906, amending Title 3 Chapter 1 Section 4, Business License Application Procedure, with the recommended change that 6 months be reduced to 90 days. Councilmember Mitchell seconded the motion.

Mayor Searle invited discussion regarding the motion. There was not a discussion.

ROLL CALL VOTE: Councilmembers Mitchell, Arnold, Hansen, Stevens and Ellis all voted in favor of the motion.

3. Consideration to award bid to Post Construction in the amount not to exceed \$687,257.01 for the Ritter Drive Reconstruction Project – Phase 1.

Shawn Douglas, the public works director, summarized the executive summary which explained:

On February 7, 2019 there was a bid opening for our 2019 Ritter Drive Phase 1 project. There are numerous items in the bid including the street project, storm drain piping, and water line replacement. There were four bidders on the project. Post Construction was the low bidder in the amount of \$624,779.10. Funding for these items will be storm water fund, water fund, class c road funds, and local option funds. Mr. Douglas requested a contingency of 10% to cover any items that may come up during construction. The contingency would help keep the construction time lower and minimize traffic delays should any small changes arise. Mr. Douglas asked the council to approve the project at a not to exceed the amount of \$687,257.01.

There was a brief discussion regarding the bidding process with an emphasis on qualifications of the bidders.

There was a brief discussion regarding road closure. Mr. Douglas explained the contractor would like to close the road for no more than 2 months to finish the project as efficiently and quickly as possible. It was noted that Rocky Mountain Power will be relocating the utility poles within the road improvement area.

MOTION: Councilmember Arnold moved to award bid to Post Construction in the amount not to exceed \$687,257.01 for the Ritter Drive Reconstruction Project – Phase 1. Councilmember Hansen seconded the motion.

Mayor Searle invited discussion regarding the motion. There was not a discussion.

ROLL CALL VOTE: Councilmembers Arnold, Hansen, Stevens, Ellis and Mitchell all voted in favor of the motion.

H. Discretionary Items

Councilmember Arnold instructed Mr. Worthen to review the speed limit of Ritter Drive after construction is completed to evaluate the effectiveness of the current speed limit. Mr. Worthen discussed the data collection process for roads and how the data was used to determine speed limits.

Councilmember Ellis complimented the public works department for their snow removal services this winter.

I. Adjournment.

MOTION: Having no further business to discuss, Councilmember Hansen made a motion to adjourn. The motion was seconded by Councilmember Arnold; all voted in favor. The meeting was adjourned at 6:34 p.m.

Norm Searle, Mayor

Jackie Manning, City Recorder

Date Approved: March 5, 2019