

**5:30 p.m. – Work Session**

*No motions or decisions will be considered during this session, which is open to the public.*

**6:00 p.m. – Council Meeting (Council Chambers)**

**A. Welcome & Roll Call**

**B. Pledge of Allegiance – Brandon Cooper**

**C. Invocation – TBA, by invitation**

**D. Public Comment**

*(This is an opportunity to address the City Council regarding your concerns or ideas. No action will be taken during public comment. Please try to limit your comments to three minutes.)*

**E. Presentations and Reports**

1. Mayor's Report
2. Swearing in – Officers Brenkman and Farnsworth
3. City Administration Report
  - a. Department Reports February
  - b. March Anniversaries Employee Recognition
  - c. Staffing Authorization Plans
  - d. Community Development Report

**F. Consent Items**

1. Consideration to approve meeting minutes from:  
February 6, 2024 Council Work Session  
February 6, 2024 Council Meeting  
  
February 20, 2024 Council Work Session  
February 20, 2024 Council Meeting
2. Consideration to appoint Colleen Henstra to the Planning Commission.

**G. Action Items**

1. Consideration of approval for Schneider's Riverside Golf Course Amended Site Plan request, located at 5460 South Weber Drive, Riverdale Utah 84405, as requested by Riverside Golf Course and North Shore Excavation.  
*Presenter: Brandon Cooper*
2. Consideration of Ordinance #979 for Take 5 Small Subdivision request, located at approximately 4023 South Riverdale Road, Riverdale, Utah 84405, as requested by Reeve and Associates and Blue Lube, LLC.  
*Presenter: Brandon Cooper*
3. Consideration of Resolution #2024-05 awarding a bid for the 2024 Roadway Crack Seal Project to Rock Ridge Construction.

*Presenter: Shawn Douglas*

4. Consideration of Resolution #2024-06 accepting the Annual Municipal Wastewater Report.

*Presenter: Shawn Douglas*

5. Discussion concerning implementation of a City Survey.

**H. Comments**

1. City Council
2. City Staff
3. Mayor

**I. Budget Planning**

**J. Adjournment**

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In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Offices (801) 394-5541 at least 48 hours in advance of the meeting.

**Certificate of Posting**

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Riverdale City limits on this 15<sup>th</sup> day of March 2024 at the following locations: 1) Riverdale City Hall Noticing Board 2) the City website at <http://www.riverdalecity.com/> 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html>.

Michelle Marigoni  
Riverdale City Recorder

**\*\*The City Council meeting on March 19, 2024 is viewable electronically and may be accessed by clicking on the link below. The regular City Council Chambers will be available for in-person participation. The agenda for the meeting is also attached above. \*\***

[https://www.youtube.com/channel/UCegcYe-pIXSRZGd5llencvA/videos?view\\_as=subscriber](https://www.youtube.com/channel/UCegcYe-pIXSRZGd5llencvA/videos?view_as=subscriber)

Minutes of the **Work Session** of the **Riverdale City Council** held Tuesday February 6, 2024, at 5:30 p.m., at the Civic Center in the Council Chambers, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Anne Hansen, Councilmember Michael Richter, Councilmember Stacey Haws, Councilmember
City Employees:	Steve Brooks, City Administrator/Attorney Cody Cardon, Business Administrator Mike Eggett, Community Development Director Jared Sholly, Fire Chief Casey Warren, Police Chief Michelle Marigoni, City Recorder
Excused:	
Visitors:	

The City Council Work Session meeting began at 5:34 p.m. Mayor Mitchell welcomed all in attendance and noted for the record that all Councilmembers were present. Members of the city staff were also present.

**Public Comment:**

**Presentations and Reports:**

**1. Mayor's Report**

Mayor Mitchell reminded Council to use the work session for procedural discussion and no other content.

- 2. City Council Assignment Reports** Councilor Haws has agreed to take the position on the senior board.
- 3. Introduction of Bonnie Young, CERT Program Volunteer Coordinator for Riverdale (Chief Sholly)**

**Consent Items**

**1. Consideration to approve meeting minutes from:**

January 16, 2024 Council Work Session  
January 16, 2024 Council Meeting

**2. Consideration to ratify the Planning Commission Election results for Kent Anderson as Chair and Amy Ann Spiers as Vice Chair of the Planning Commission.**

Mr. Eggett noted the planning commission voted unanimously to elect these two and that they would both serve two years in the positions.

**Action Items**

**1. Discussion regarding proposed amendment(s) to the Riverdale City Fiscal Year 2024 budget.**

Mr. Cardon explained that this amendment was only a reallocation for some reorganization after an employee retired. The code enforcement and fire marshal position was split and some of the line items needed to be reallocated to the different departments.

Councilor Hansen recommended that section 2 be removed from the resolution, as it was not necessary.

**2. a. Public Hearing to receive and consider comments regarding proposed amendment(s) to the Riverdale City budget for Fiscal Year 2024.**

**b. Consideration of Resolution #2024-02 amending the Riverdale City budget for FY2024.**

**Comments**

Councilor Arnold inquired about a Riverdale Fire Department vehicle that was parked on the street road. The vehicle belongs to the new fire marshal and Chief Sholly said he would address the issue.

**Adjournment**

Having no further business to discuss, the Work Session was adjourned at 5:44 p.m.

**Date Approved:**

DRAFT



Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, February 6, 2024, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Anne Hansen, Councilmember Mike Richter, Councilmember Stacey Haws, Councilmember
City Employees:	Steve Brooks, City Administrator/Attorney Mike Eggett, Community Development Director Shawn Douglas, Public Works Director Jared Sholly, Fire Chief Casey Warren, Police Chief Michelle Marigoni, City Recorder
Excused:	
Visitors:	Bonnie Young Wanda Ney Amy Ann Spiers Kathy Eskelsen Kent Anderson

### **Welcome & Roll Call**

The City Council meeting began at 6:00 p.m. Mayor Mitchell called the meeting to order and welcomed all in attendance, including all Council Members and all members of the public.

### **Pledge of Allegiance**

Mayor Mitchell invited Michael Richter to lead the Pledge of Allegiance.

### **Invocation**

Steve Brooks offered the invocation.

### **Public Comment**

Mayor Mitchell 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, noting no action will be taken during public comment. There were none.

### **Presentations and Reports**

#### **Mayor's Report**

A recent senior center meeting was attended by various elected officials from the county. The meeting highlighted disparities in funding and support for senior services among different cities. A chart presented during the meeting showcased what each city offered in terms of senior services, what the county provided in funding and resources, and what each city contributed. Riverdale was notably at the bottom of the list, receiving no county funding despite providing various services such as daily meals and a building. The issue will be addressed further in upcoming meetings.

Additionally, he brought up the Truth in Taxation bill, which proposes requiring an election for any tax increase. This bill has gained support at the state level due to resident preferences but has raised concerns about its potential impact on local tax policies and budgeting processes.

#### **City Council Assignment Reports**

##### **Introduction of Bonnie Young, CERT Program Volunteer Coordinator for Riverdale (Chief Sholly)**

Chief Sholly introduced Bonnie Young, who was passionate about volunteering, works for Team Rubicon, and agreed to volunteer for Riverdale City. She gave a brief biography.

**A. Consent Items**

**1. Consideration to approve meeting minutes from:**

January 16, 2024 Council Work Session  
January 16, 2024 Council Meeting

Councilor Hansen changed one word from “meeting” to “discussion”

**MOTION:** Councilmember Arnold moved to approve the meeting minutes with Councilmember Hansen’s suggested change. Councilmember Richter seconded the motion. There was not any discussion regarding this motion. The motion passed unanimously in favor.

**2. Consideration to ratify the Planning Commission Election results for Kent Anderson as Chair and Amy Ann Spiers as Vice Chair of the Planning Commission.**

Mr. Eggett reported the election results were unanimous, and he would endorse both commissioners in their respective positions.

**MOTION:** Councilmember Arnold moved to approve consent to ratify the Planning Commission Election Results. Councilmember Hansen seconded the motion. There was not any discussion regarding this motion. The motion passed unanimously in favor.

Mayor Mitchell thanked the Planning Commissioners for their contributions.

**B. Action Items**

**1. Discussion regarding proposed amendment(s) to the Riverdale City Fiscal Year 2024 budget.**

Mr. Cardon explained the need to reallocate funding following the retirement of a full-time employee who held multiple responsibilities. This included transferring code enforcement duties to the police department and fire inspections to the fire department. The reallocation of funds was not an increase, but that it would streamline the budget process for the upcoming year. Mr. Cardon clarified that the adjustment was previously discussed during budget meetings in June and in the fall, and that further adjustments based on actual revenues may be required in a future amendment.

**2. a. Public Hearing to receive and consider comments regarding proposed amendment(s) to the Riverdale City budget for Fiscal Year 2024.**

**MOTION:** Councilor Arnold moved to open the public hearing.  
**SECOND:** Councilor Hansen

Councilor Hansen	Yes
Councilor Arnold	Yes
Councilor Stevens	Yes
Councilor Haws	Yes
Councilor Richter	Yes

The public hearing was opened at 6:20 pm.

Public Comments: None

**MOTION:** Councilor Arnold moved to close the public hearing.  
**SECOND:** Councilor Haws

Councilor Haws	Yes
Councilor Richter	Yes
Councilor Stevens	Yes
Councilor Arnold	Yes
Councilor Hansen	Yes

The public hearing was closed at 6:21 pm.

**b. Consideration of Resolution #2024-02 amending the Riverdale City budget for FY2024.**

**MOTION:** Councilor Hansen moved to approve Resolution 2024-02 amending the Riverdale City budget for FY2024 with the removal of section two as it is not needed in this instance.

**SECOND:** Councilor Richter

**ROLL CALL VOTE:**

Councilor Arnold:	Yes
Councilor Hansen:	Yes
Councilor Stevens:	Yes
Councilor Richter:	Yes
Councilor Haws:	Yes

The motion passed unanimously.

**H. Comments**

Councilor Hansen expressed gratitude to Kathy Eskelsen, former chair of the Planning Commission, acknowledging her exceptional performance and professionalism in maintaining order over the past couple of years.

Mr. Brooks addressed some administrative matters, including distribution of Chromebooks for the council. He announced the departure of Mike Eggett, who served for 11 years and had accepted a position with Centerville City. Mike's contributions were praised, particularly his meticulous work on significant projects such as zoning changes and moderate-income housing initiatives. Mike also shared his appreciation for the opportunities and experiences he gained in Riverdale and expressed confidence in the city's future. City staff and councilors offered their farewell messages to Mike, recognizing his contributions and expressing appreciation for his professionalism and dedication. The mayor acknowledged the impact of Mike's departure on the city and emphasized the need for swift action in finding a replacement, particularly concerning salary competitiveness. While Mike's departure poses challenges, the city is determined to continue its operations smoothly. Discussions regarding the hiring process and potential challenges in salary competitiveness were also addressed.

The Mayor brought up scheduling a strategic planning meeting for the city council to delve into pressing issues. After considering the matter, it was proposed to include Mr. Brooks in the meeting. The goal is to establish council values and priorities before delving into deeper discussions.

Regarding the budget meeting, it was mentioned that it would likely take place in the first week of March, possibly on the 5th, when department heads will present capital requests. The strategic planning meeting could potentially follow this budget meeting. Additionally, the Bonneville CTC requested to be included in the agenda for the next meeting for a presentation.

**I. Adjournment**

**MOTION:** Having no further business to discuss, Councilmember Arnold moved to adjourn. The motion was seconded by Councilmember Hansen and all voted in favor. The meeting was adjourned at 6:40 p.m.

Date Approved:

Minutes of the **Work Session** of the **Riverdale City Council** held Tuesday February 20, 2024, at 5:30 p.m., at the Civic Center in the Council Chambers, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Anne Hansen, Councilmember (via telephone) Michael Richter, Councilmember Stacey Haws, Councilmember
City Employees:	Steve Brooks, City Administrator/Attorney Michelle Marigoni, City Recorder

Excused:

The City Council Work Session meeting began at 5:30 p.m. Mayor Mitchell welcomed all in attendance and noted for the record that all Councilmembers were present. Members of city staff were also present.

**Public Comment:**

**Presentations and Reports:**

**Mayor's Report**

**Bonneville High School Seniors** – There is already a line item in the budget for this item.

**UDOT 5600 South Update**

**City Administration Report**

- a. Department Reports January
- b. February Anniversaries Employee Recognition
- c. Staffing Authorization Plans
- d. Community Development Report

**Consent Items**

**Action Items**

**1. Consideration of Resolution #2024-03 adopting a Consumer Protection Privacy Policy.**

Mr. Brooks reported that a notice had been received from the state auditor's office reminding the city that this policy is required by the state. The policy outlines people's rights regarding personal data. Councilor Richter had suggested some changes, which Mr. Brooks agreed with.

**2. Consideration of Resolution 2024-04 amending Riverdale City Personnel Policy Chapter 2: Employee Classifications and Chapter 4: Employment Status.**

Mr. Brooks noted that this was requested by the Human Resources Director and that the changes would bring the personnel policy into compliance with the state.

**3. Consideration of Ordinance 978 approving proposed code addition of Title 10, Chapter 13, Article I. "Airport Overlay Zone and Airport Area Special Regulations" ordinance to be added to the Riverdale City Code, as requested by the Community Development Department, and required by the State of Utah.**

Mr. Brooks explained that this was also a state mandate and that Mike Eggett had prepared the proposed code before leaving his position with the city. This would require notice to developers and airport officials and includes regulations regarding properties within a certain boundary.

**4. Discussion and possible action regarding 1500 West Road Project.**

Mr. Brooks updated the council about the need to widen 1500 West in conjunction with the new America First development. The project was approved with the previous owner/developer, but it needs to be approved with the new owner.

**Comments**

1. City Council:
2. City Staff: Chief Warren reported that Riverdale detectives had trained ICAC detectives about cyber kidnapping and have been requested to present nationally.
3. Mayor: Saturday March 2 2024 is the date for the Planning Session. Councilor Hansen hoped to address planning initiatives and value statements, identifying priorities at the beginning of the meeting. Councilor Hansen and Mr. Brooks will work together to get an agenda together.

**Adjournment**

Having no further business to discuss, the Work Session was adjourned at 5:51 p.m.

**Date Approved:**

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, February 20, 2024, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:** City Council: Braden Mitchell, Mayor  
Alan Arnold, Councilmember  
Bart Stevens, Councilmember  
Anne Hansen, Councilmember (via telephone)  
Michael Richter, Councilmember  
Stacey Haws, Councilmember

City Employees: Steve Brooks, City Administrator/Attorney  
Michelle Marigoni, City Recorder

Visitors: Dee Hansen

### **Welcome & Roll Call**

The City Council meeting began at 6:00 p.m. Mayor Mitchell called the meeting to order and welcomed all in attendance, including all Council Members, City Staff, and members of the public.

**Pledge of Allegiance** – Stacey Haws, Councilmember

**Invocation** – Alan Arnold, Councilmember

### **Public Comment**

Mayor Mitchell invited members of the public to speak. There were no public comments.

### **Presentations and Reports**

#### **Mayor's Report**

Mayor Mitchell reported that HB 442 addressed rural cities in Southern Utah being able to charge a local option sales tax for emergency services. He contacted legislators, senators, and local government officials for more information, but was disappointed to find out that there would be no options for Riverdale.

A waterline broke under I-84 last year, resulting in a project replacing the 10-inch waterline with a 12-inch one. The remarkable aspect of the project was the method used for installation. Instead of traditional excavation methods, the team drilled approximately 400 feet, going 15 feet under the river and emerging between the two lanes of the freeway. This remote drilling method allowed for precision placement without disrupting traffic or the surrounding area. The old waterline was likely abandoned or removed, and the new line was installed by dragging it behind the drilling equipment.

UDOT has refigured the estimates to redo the bridges along 4400 south and the estimated costs were reduced. Mr. Brooks said that an economist from the county would be presenting funding options in the near future.

#### **Bonneville High School seniors**

#### **UDOT 5600 South Project Update**

Brandy McDonald reported there would be an overnight closure coming soon, which was coordinated with HAFB and local businesses. February 23-27 night work would be completed. Utility installations have been being worked on. Business access has been open the entire time on Freeway Park Drive. 5600 has intermittent closures along the south side of the road.

Emails, canvassing, traffic alerts, have been completed for public involvement. They did a presentation at a school career fair. Educational information has been added to the email campaign. A graphic to share with the public was also created to show Riverdale traffic patterns.

Councilor Arnold commented that the traffic transition has been good, as he travels that route daily. Mr. Richter expressed appreciation for the signage.

#### **City Administration Report**

- a. Department Reports January
- b. February Anniversaries Employee Recognition
- c. Staffing Authorization Plans
- d. Community Development Report

**Consent Items**

**Action Items**

**1. Consideration of Resolution #2024-03 adopting a Consumer Protection Privacy Policy.**

Mr. Brooks noted that Mr. Richter had some suggested changes to the policy. Mr. Richter went over his changes, which Mr. Brooks agreed with.

**Motion:** Councilmember Arnold moved to approve Resolution 2024-03 adopting a Consumer Protection Privacy Policy with Councilor Richter's suggested changes.

**Second:** Councilmember Richter

Councilor Richter:	Yes
Councilor Stevens:	Yes
Councilor Haws:	Yes
Councilor Hansen:	Yes
Councilor Arnold:	Yes

**Motion passes unanimously.**

**2. Consideration of Resolution 2024-04 amending Riverdale City Personnel Policy Chapter 2: Employee Classifications and Chapter 4: Employment Status.**

Mr. Brooks noted that Stacey Comeau, Human Resources, had requested the updates.

**Motion:** Councilmember Arnold moved to approve Resolution 2024-04 amending Riverdale City Personnel Policy Chapter 2: Employee Classifications and Chapter 4: Employment Status.

**Second:** Councilmember Richter

Councilor Stevens:	Yes
Councilor Haws:	Yes
Councilor Arnold:	Yes
Councilor Richter:	Yes
Councilor Hansen:	Yes

**Motion passes unanimously.**

**3. Consideration of Ordinance 978 approving proposed code addition of Title 10, Chapter 13, Article I. "Airport Overlay Zone and Airport Area Special Regulations" ordinance to be added to the Riverdale City Code, as requested by the Community Development Department, and required by the State of Utah.**

Mr. Brooks reported that this was the final project Mr. Eggett completed and that it is required by state code.

**Motion:** Councilmember Arnold moved to approve Ordinance 978 approving proposed code addition of Title 10, Chapter 13, Article I. "Airport Overlay Zone and Airport Area Special Regulations" ordinance to be added to the Riverdale City Code, as requested by the Community Development Department.

**Second:** Councilmember Haws

Councilor Richter	Yes
Councilor Haws	Yes
Councilor Arnold	Yes
Councilor Hansen	Yes
Councilor Stevens	Yes

**4. Discussion and possible action regarding 1500 West Road Project.**

Mr. Brooks said he just wanted to make sure the council was still okay with widening the road. Mr. Arnold had questions about the exact location. A unanimous consensus was reached to allow the project to move forward.

**Comments**

Mr. Brooks noted that the unique nature of the recent kidnapping incident garnered international attention, with agencies from the UK reaching out for information. Two detectives who worked on the case were praised for their dedication, with one of them even being invited to present at a national conference. The commitment of the detectives, who tirelessly pursued the case until its resolution, was commended. The city expressed pride in their representation on a global scale, recognizing the significance of their efforts in a small Utah town.

**Adjournment**

Having no further business to discuss, Councilmember Arnold moved to adjourn the meeting. Councilmember Haws seconded the motion. The meeting was adjourned at 6:46 p.m.

**Date Approved:**

DRAFT



**RIVERDALE CITY  
MONTHLY UTILITY REPORT  
FOR MAYOR & CITY COUNCIL  
FEBRUARY 2024**

Water Fund

	Total Gallons Used (in thousands)	Total Billings	Total Customers Billed	Average Gallons used Per Customer (in thousands)	Average Bill Per Customer
Residential	10,418	\$ 51,285	2,185	5	\$ 23.47
Commercial	12,724	\$ 37,533	259	49	\$ 144.92

Sewer Fund

	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 63,922	2,163	\$ 29.55
Commercial	\$ 52,131	229	\$ 227.64

Storm Water Fund

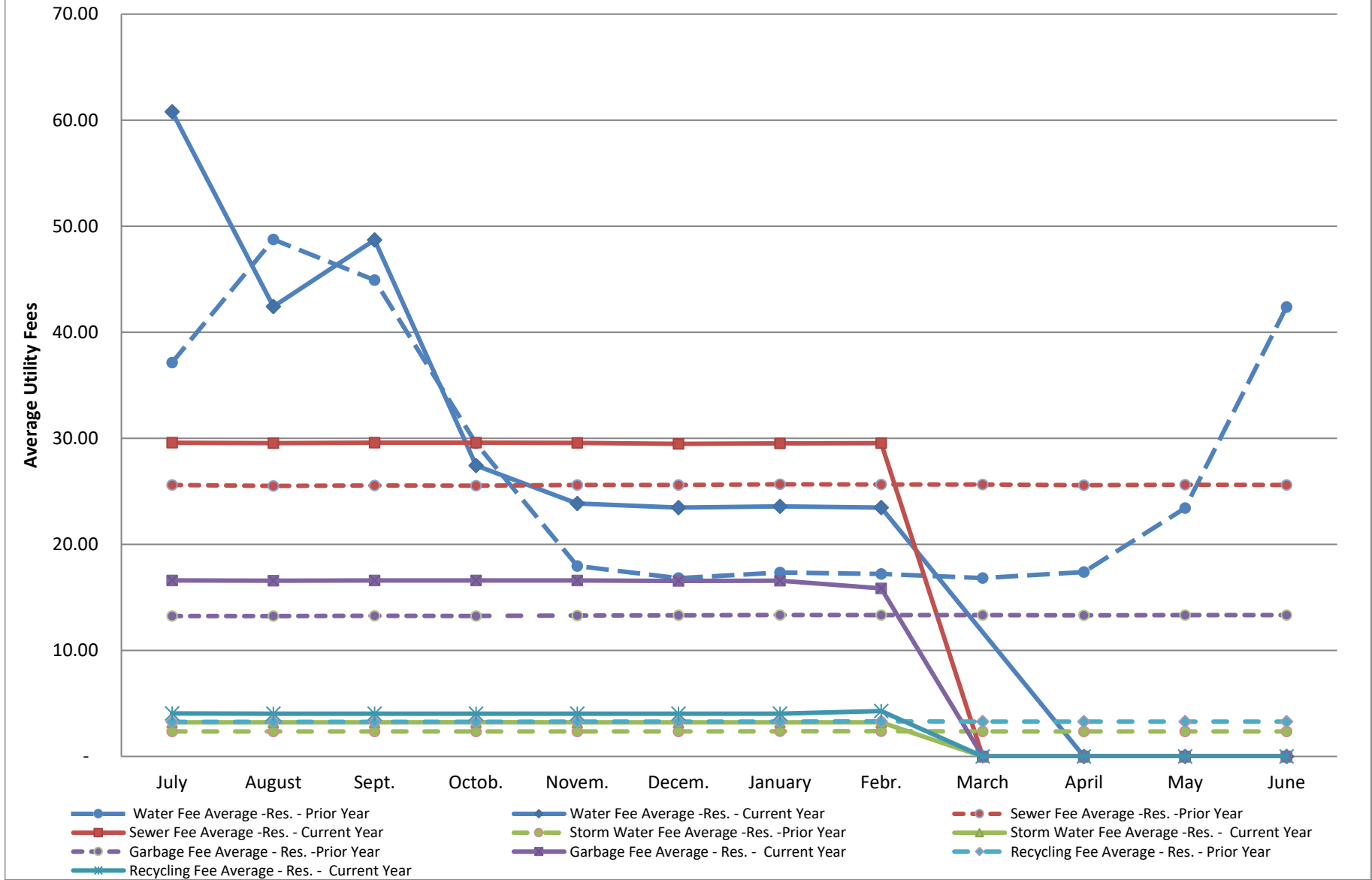
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 7,026	2,181	\$ 3.22
Commercial	\$ 19,302	202	\$ 95.55

Garbage Fund

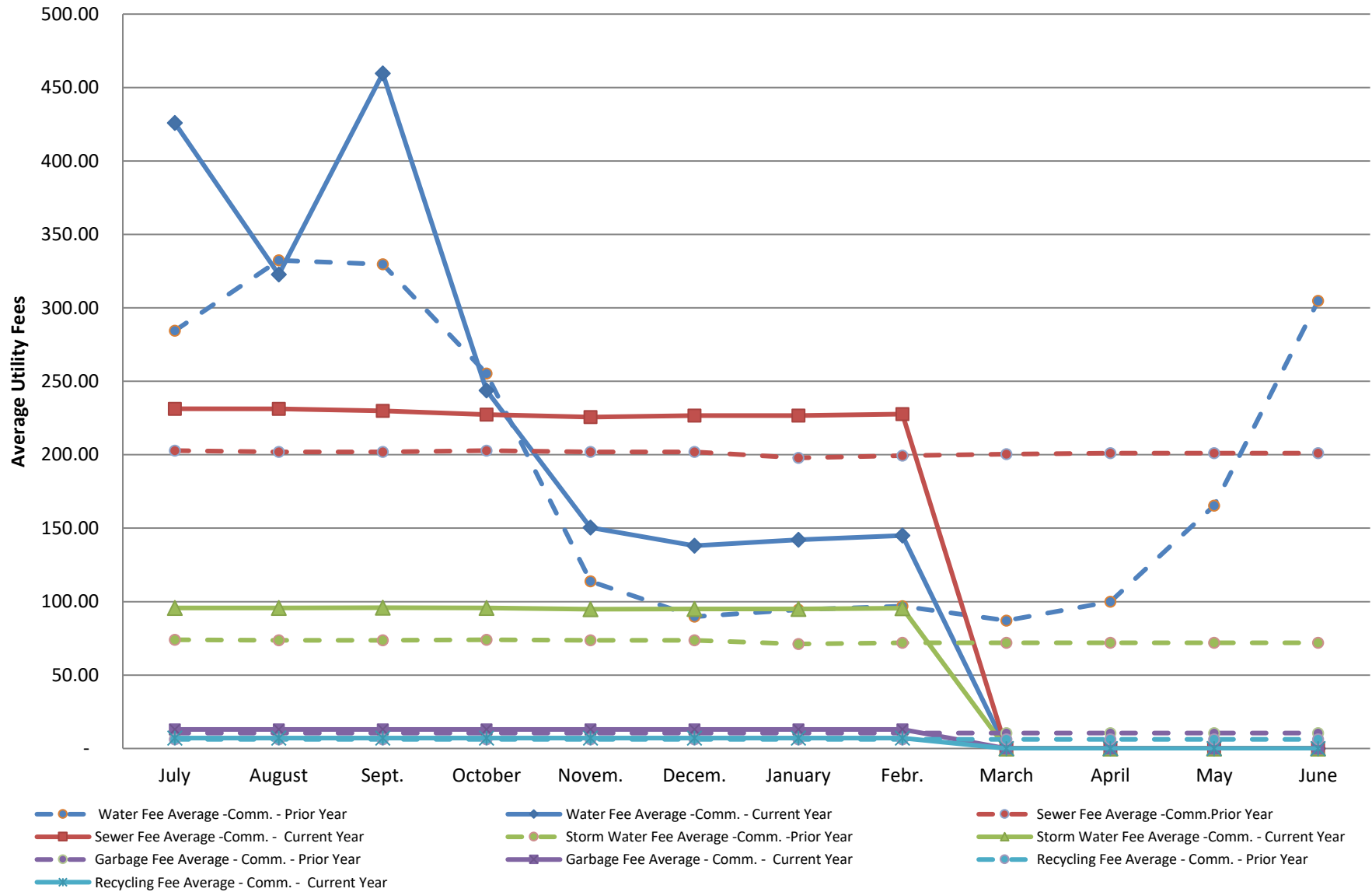
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential - Garbage	\$ 35,639	2,248	\$ 15.85 *
Residential - Recycling	\$ 7,925	1,851	\$ 4.28
Commercial - Garbage	\$ 26	2	\$ 12.98 *
Commercial - Recycling	\$ 21	3	\$ 7.10

\* Some garbage utility customers have more than one garbage can, this is an average of all customers.

Residential Average User Fees  
Fiscal Year 2023 & 2024



## Commercial Average User Fees Fiscal Year 2023 & 2024



## **Business Administration:**

Cody Cardon:

- Routine phone & computer problem resolution throughout the city.
- Routine management issues and resolution.
- Various meetings and training courses attended.
- Working on Monthly Accounting.
- Various IT projects.
- Working on FY2025 budget preparation.

Stacey Comeau:

New Hires:	Abby Miles	Community Services
	Casey Jefferies	Fire
	Sonja McCauley	Court

Promotions:

Terminations:	Dallin Woodbury	Community Services
	Michael Eggett	Community Development

- Random drug testing for the month
- Processed semimonthly payroll
- Responded to job inquiries
- Updated Staffing Authorization Plan
- Prepared Employee Recognition
- Completed monthly payroll reconciliation
- Conducted exit interview with terminating/retiring employees
- Prepared ACH files for Rent, RDA, and Early Retiree payments
- Notarized various documents
- Responded to requests for RDA loan payoff and verification of employment, both verbally and in writing
- Prepared RDA loan disbursements
- Responded to inquiries on Purchase Assistance Program and RDA Loan Program
- Worked with various personnel to resolve issues and concerns

Chris Stone:

- Attended the City Council work session to take pictures of the new City Council.
- Worked on the updating of the Riverdale Business Promotion broacher.
- Snow removal as needed.
- Set up council/court room for various meetings and court.
- Order and pick up of custodial supplies.
- Covered for part-time custodial staff off sick or on vacation.
- Various updates to the city website and social media sites.
- Completed the city newsletter for March.
- Completed the employee newsletter for March.



## Mayor & City Council Monthly Summary Report

March 2024

### **Community Development Department:**

- Onboarding and Familiarization Tour
- Code Review and suggestions
- Office Organization - filing
- Development Review/Processing:
  - Take 5 Subdivision
  - Riverside Golf Course Amended Site Plan
  - FootZ CUP
  - Ashley Sign Permit
- Meeting with WHS regarding Senior Centers in Weber County
- Meeting with property owners and developers to discuss project plans and concepts
  - Kent Hill
  - Kevin Higgs
  - AFCU Team/Dee Hansen
- 5600 South Project – CCT Meeting
- RDA Project Area Audit
  - West Bench
  - 700 West
- Department heads meetings attendance
- Geographical Information Systems training and work
- Accident Protection Zone coordination meeting with Attorney General's Office
- Legislative Update Review
- Introduction to Planning Commission and updates with Chair Kent Anderson
- Meeting with Adam Long (RDA Attorney) regarding next steps

## Public Works Monthly Report February 2024

- Continued work with Weber Basin to discuss alternatives for them providing additional water, instead of drilling well.
- Continued Storm Water review to meet new state regulations.
- Continued design work on 1050 W Ritter Dr. Roundabout.
- Continued work on UDOT 5600 S project.
- Continued inspections on AFCU Campus.
- Continued design work on 2024 Storm Drain Projects.
- Continued inspections on Tesla project.
- Continued reviews Riverdale Apartment project.
- Snowplowing.

- Continued inspections America First Road Project.
- Continued 2023 waterline project.
- Continued design work on 2024 Sanitary Sewer Projects.
- Continued reviews on Coleman Vu.
- Continued design work on 2024 street projects.
- Continued project for Freeway Park Drive Project.
- Continued work on utility capacity evaluations for 1500 W development.
- Continued review and engineering for capital improvement plan for Sanitary Sewer and Water.

- Started reviews on Golf Course Parking Lot Project.
- Drained and inspected water storage tank #1.



## Monthly report - February, 2024

### Legal Dept., City Attorney, City Admin. - Steve Brooks:

- Resolutions/Ordinances work-
  - Work concerning - Panera, Legislature, 4400 So. Bridges, Fire dept., LPC, GRAMA, Zoning, RDA, RAMP, Resti., Design reviews, Townhomes, WB, Strategic Planning, Ambulance, APZ zones, Cell towers, Budget, Conditional uses, Senior Center, WFRC, New Council orientation, Personnel, Consm protect., Farmers market, Disc golf, Subdivisions, Coleman, Trader joes, RDA, UDOT, Code enforcement, PID, Subpoenas, Betterment agreement, budget, Bach, Justice Court
- Legal research/review -
- Legal Department meetings/work -
- Planning commission review/ordin/mtgs/minutes
- Walk-ins/Police reviews/Court/Court screenings/Court filings
- Formal training attended-
- RSAC- Drug Court -
- Legal reviews of minutes/resolutions/ordinances
- Records request reviews

### COURT MONTHLY REPORT

380 Total traffic cases YTD 762 (Jan. 1, 2024 to December 31, 2024)

6 DUI	208 Moving violations	0 FTA
0 Reckless/DUI red.	118 Non-moving violations	0 Other
48 License violations	Parking	

35 Total Misdemeanor cases YTD 89 (Jan. 1, 2024 to Dec. 31, 2024)

0 Assault	0 Ill. sale Alc.	0 Dom. animal	5 Dom. violence
8 Theft	0 Other liq. viol.	0 Wildlife	13 Other misd./infrac
0 FTA	07 Contr. subst vio	0 Parks/rec.	
2 Public intox	0 Bad checks	0 Planning zon./Fire/Health	

359 Total cases disposed of this month 3481 Total number of cases disposed of for the year (July 1, 2023 to June 30, 2024)

415 Total offenses this month 4045 Total offenses for year (July 1, 2023 to June 30, 2024)

Small Claims Total number of cases for the year (Jan. 1, 2024 to Dec. 31, 2024) -- Filed=3 Settled/Dismissed=2

1 Cases filed	0 Trials
2 Settled/dismissed	0 Default judgment

### # CITATIONS BY AGENCY

YTD (July 1, 2023 to June 30, 2023)

Riverdale City	136	1771
UHP	217	1537

### REVENUE/MISC.

YTD (July 1, 2023 to June 30, 2024)

Total Revenue collected	\$ 84,023.87	\$ 676,527.79
Revenue Retained	\$ 58,267.93	\$ 448,617.04
Warrant Revenue	\$ 46,544.65	\$ 323,204.42
Issued warrants	96	695
Recalled warrants	112	903

### RSAC MONTHLY REPORT

10 participants	55 drug tests given	2 ordered to inpatient
0 orientations	1 in jail/violations	0 other
2 new participant	4 positive UA's/dilutes	
0 graduates	0 incentives/ gifts	
1 terminated/quit/walked away	0 spice tests given	

## **Fire Department: February 2024**

Chief Jared Sholly

### ***109 Calls for Service***

#### **Fires**

- 1 Building Fires**
- 1 Passenger Vehicle Fire**

**Total: 2**

#### **Rescue & Emergency Medical Service Incidents**

- 42 EMS Call, Excluding Vehicle Accidents with Injuries**
- 7 Motor Vehicle Accidents with Injuries**
- 1 Pedestrian Accident**
- 7 Motor Vehicle Accidents without Injuries**
- 1 Confined Space**

**Total: 59**

#### **Hazardous Condition**

- 1 Gas Leak**
- 1 Powerline Down**
- 2 Building Structural Weakened or Collapse**

**Total: 4**

#### **Service Call**

- 1 Water Steam Leak**

**Total: 1**

#### **Good Intent Call**

- 35 Cancelled Enroute**
- 1 No Incident Found**
- 3 Smoke Scare**

**Total: 39**

#### **False Fire Alarm & False Call**

- 1 Smoke Detector Activated due to Malfunction**
- 2 Detector Activation Unintentional**
- 1 Bomb Scare**

**Total: 4**

### **Department Report:**

- **State Chiefs Legislative Meeting (Weekly)**
- **Business Fire Inspections for Entire City Started by All Crews**
- **Region 1 USAR Meeting**
- **Ogden Regional EMS Case Review**

- **EMS Committee Meeting**
- **Weber County Heavy Rescue Meeting**
- **City Staff Meeting**
- **Meet with Bonnie Young on CERT**
- **Introduced Bonnie Young to the Council**
- **Weber County Fire Chiefs Meeting**
- **Operational Dispatch Committee Meeting**
- **Weber County Heavy Rescue Policy and Budget Review**

# ***RIVERDALE POLICE DEPARTMENT CRIME BULLETIN***

February 2024  
Report #24-2

## ***February Police Calls***

- **1087 Calls for Service:**
  - **25 Animal Complaints**
  - **255 Crime Reports Written**
    - **6 Forgery/Fraud**
    - **22 Retail Thefts**
    - **15 Family Offenses**
    - **14 Burglary/Theft Complaints**
    - **3 DUI**
    - **4 Damaged Property**
    - **55 Arrests**

The remainder of calls involved Welfare Checks, Disorderly Conduct, Suspicious Activities, Citizen Assists, Lost/Found property, Trespassing, Medical Assists, Warrant Services, etc.



## ***Traffic Patrol and Enforcement***

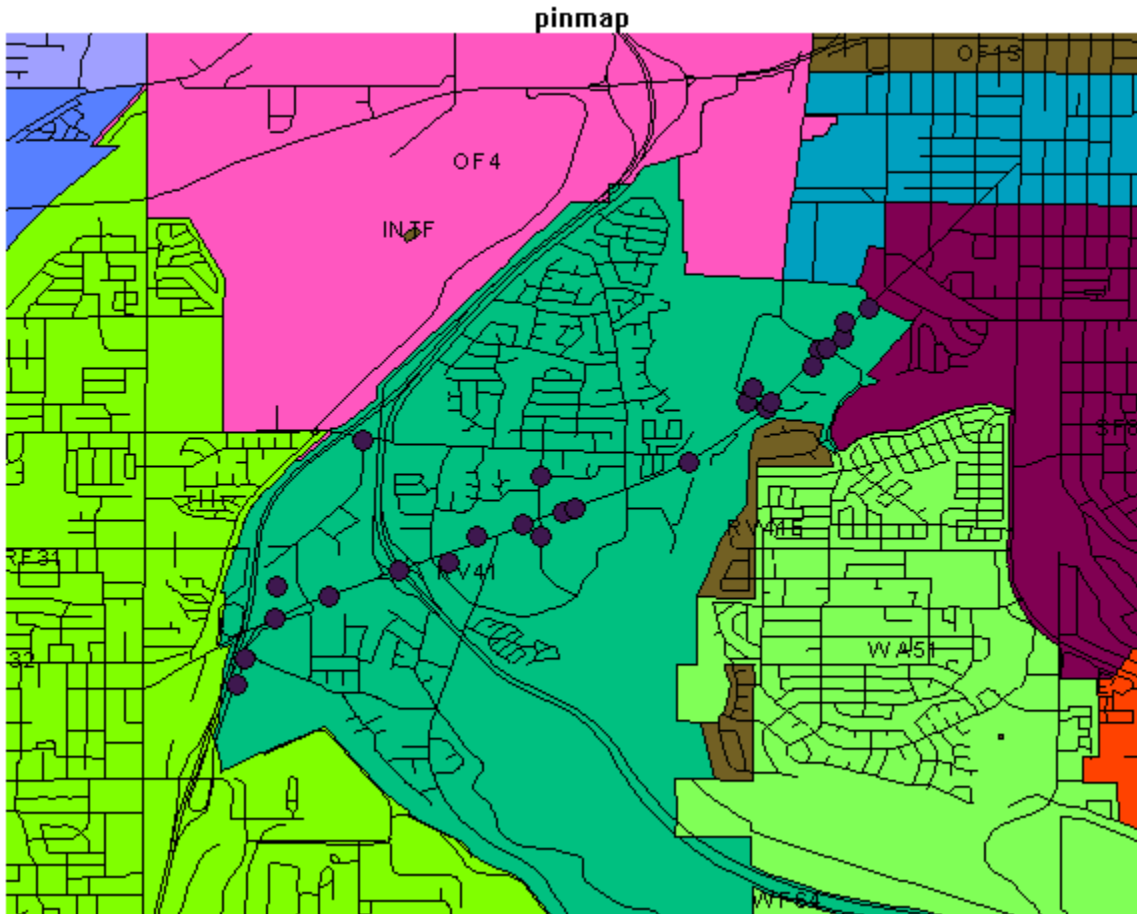
- **276 Traffic Stops resulting in:**
  - **198 Citations**
  - **276 Total Violations**
  - **78 Warnings Issued**

# ***RIVERDALE POLICE DEPARTMENT***

## ***CRIME BULLETIN***

February 2024  
Report #24-2

### ○ **31 Traffic Accidents**



- **32 New Cases sent to Investigations.**
- **32 Investigative Cases Closed**

#### **\*Code Enforcement**

**5 New Cases**

**8 Cases Closed**

**7 Cases still active**

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

**FOR LAW ENFORCEMENT USE ONLY!**

## **Patrol Report February 2024**

Trespass: Officers made notice at a homeless camp for the owners to clean up and remove their property from a wooded area.

Theft: Officers responded to a business on a theft complaint. Fraudulent returns were being completed and the suspect admitted to completing the transactions. The suspect was charged appropriately.

Suspicious person: Officers responded to a business where it was believed that a burglary was occurring. A customer entered the business, and it was determined that the person had an appointment inside and no employees had arrived yet. No crime occurred and the subject was released.

Theft: Officers responded to a business after a theft was reported. The suspect was located walking away from the business. The property was recovered, and charges were filed.

Suspicious person: Officers responded to a man with a gun call. The subject was located, and it was determined the subject was a student leaving school. The gun was not real, and no threats were made. The subject was released.

Theft: Officers responded to a business on a theft complaint. Two juveniles stole alcohol from the business. They were issued citations and released to their parents.

Recovered stolen vehicle: Officers responded to a residence after the owner reported a vehicle parked in front of their home for several days. Officers found that the vehicle had been stolen out of another city. The owner responded to take possession of their vehicle.

Trespass: Officers responded to a business on a trespass complaint. A male was at the business that had previously been trespassed from the business. The male was escorted from the business and reminded of the trespass order against him.

Drug violation: Officers responded to a business after employees found drugs and drug paraphernalia in a garbage can. The items were seized to be destroyed.

Threats: Officers contacted a citizen who received a photo of a decapitated person over the internet. The picture was sent to the complainant after he clicked on a picture of a woman. No direct threats were made. The complainant was advised to block any further messages from the sender.

Suspicious circumstance: Officers responded to an apartment complex on a report of shots fired. The area was checked, and multiple residents were contacted. No problems were found in the area and no other reports were received.

Disturbance: Officers responded to a business on a report of a family fight. The parties involved were contacted and it was determined that this was only a verbal argument. Officers stood by while the parties separated for the night.

Theft: Officers responded to a business on a theft complaint. The management of the business reported that an employee had been stealing from them. The employee will be charged accordingly.

Theft: Officers responded to a business on a theft that occurred prior. A suspect was identified and found to be currently incarcerated. The suspect was contacted and interviewed at the jail. The suspect was charged with theft.

DV assault: Officers responded to a business after an employee witnessed a male push a female inside the store. The two subjects were later located at their home. The investigation was completed, and charges were forwarded to the prosecutor.

Assist: Officers responded to a school after employees reported receiving a voicemail from a former student and how he disliked the school. No threats were made. The staff at the school asked that the student be contacted and not contact the school any further.

Welfare check: Officers responded to conduct a welfare check on a student after a parent had an argument with a teacher and then left with the student. The family was contacted and there were no problems.

Keep the peace/Trespass: Officers responded to a business to assist a citizen in gathering his belongings. The male had left prior due to a disturbance he was involved in. Officers stood by while he collected his property. He was trespassed from the property at the request of the management.

Disturbance: Officers responded to a restaurant after employees reported juveniles inside the business causing problems for employees and other customers. Officers arrived and the juveniles were escorted from the business.

Ordinance violation: Officers located an occupied transient camp in a wooded area. The subjects were contacted and advised of the ordinance. The subject collected their property and left the area.

Suspicious circumstance: Officers responded to a business on a report of a male that was hitting his child in a vehicle. The parties were contacted, and it was found that the child was never struck by her father and there were no problems.

Theft: Officers responded to a business on a theft complaint. Two suspects that were in the store together stole merchandise and left the property. The case is active, and the suspects have not yet been identified.

Auto-ped accident: Officers investigated an auto-pedestrian accident. The driver suffered a medical problem and struck a pedestrian. The pedestrian is expected to be okay.

Threats: Officers responded to a business after threats to the business from two customers were overheard by employees. The two suspect juveniles were located after the business was evacuated. The two suspects were joking amongst each other and there was no intention to carry out the threats. Charges against the two juveniles are being screened by the prosecutor.

DV assault: Officers responded to a residence on a family fight complaint. It was found that the male was assaulted by his wife in front of their children. The suspect left prior to police arrival and is being investigated.

Family fight: Officers responded to a business where it was reported that a male was pushing a female into a vehicle. Officers contacted both parties and found that the male was not allowing the female to leave, but no assault occurred. Charges of unlawful detention were forwarded to the prosecutor for screening.

Family fight: Officers responded to a residence on a family fight complaint. It was found that the complainant was the primary aggressor. She was booked into jail for DV related charges.

Family fight: Officers responded to a business after employees reported two customers were arguing. It was found that the argument was only verbal and did not turn physical. The male ran from officers but was apprehended after a short foot pursuit. The male was booked into jail for various charges.

Lewdness: City employees observed a male urinating outside the city offices. The male was contacted and after discovering several outstanding warrants he was taken into custody and booked into jail.

Fraud: A citizen fell victim to a phone scam and lost a large amount of money after purchasing gift cards and providing the card information to the scammer. There is no suspect information.



Suspicious person: A citizen reported catching a male opening her garage as she was pulling into her driveway. The male asked for directions to another street and then left the area. No property was taken from the complainant's home. The male was not located.

Theft: Officers responded to a business where a customer attempted to push out a shopping cart full of merchandise. A second male was caught pushing out another cart and was stopped by officers. The second male was identified and confirmed that he was with the first suspect that fled prior to police arrival. The case is active and is being investigated.

Theft: Officers responded to a business after loss prevention found that a customer has been scanning lower price tags for higher priced items. The suspect is still outstanding and additional cases are being reported and investigated.

Large gathering: Officers received information of a large gathering that was going to occur at a vacant business. Officers responded to the area and enforced the no loitering posts. Officers then had to follow the crowd to another closed business lot and dispersed the crowd.

Lost/stolen firearm: Officers responded to a business after a customer left their firearm in the bathroom. The gun was not found, and it is unknown who removed the gun from the bathroom. The gun was listed NCIC.

Theft: Officers responded to a business after a customer left the store with a cart full of merchandise without paying. The suspect was located as she was driving away from the business. She was taken into custody and booked into jail.

Disturbance: Officers responded to a business where a male was disturbing employees. Upon arrival, the male became combative, assaulting several officers. The male was taken into custody and booked into jail on multiple charges.

Assist: Officers assisted the FD at a school for a chemical smell. No problems could be located.

Harassment: Officers responded to a business after employees reported a male repeatedly enters the store and makes uncomfortable gestures to the female employees. The male was trespassed from the business at the request of the management.

### **Community policing**

Officers participated in an assembly at a local school.

Officers continue to make their presence known in the school zones in the mornings and afternoons.

Officers attended an activity at the elementary school.

### **Code Enforcement**

Our Code Enforcement Officer is working diligently to address code violations throughout the city.

## INVESTIGATIONS MAJOR INCIDENTS/ARRESTS FOR 2/2024

**Retail Theft-** A male entered a local business in Riverdale and stole an expensive pair of boots. Investigators were able to identify the male. The male was contacted and admitted to the theft. Due to the total of the stolen property, the male will be referred to the Weber County Attorney's Office for MA Theft.

**Retail Theft** – Two males entered a local business and gathered multiple items of merchandise valuing over \$500 and exited the business without paying. Investigators were able to identify the males. The males were located, interviewed and admitted to the theft. Due to the value of the property both males were referred to the Weber County Attorney's Office for enhanced theft offenses.

**Hit & Run** – A female rearended a vehicle on Riverdale Rd and fled the scene. The victim party was able to gather a plate number. Investigators were able to locate the vehicle and identify the driver. The female admitted to being involved and an accident prior to leaving the scene. The female was referred for leaving the scene of an accident.

**Sexual Assault** – During another investigation a female reported her husband had sexual intercourse without her consent that occurred several years ago. The female was willing to cooperate with OSI (HAFB investigators). OSI and Riverdale Investigators interviewed the victim and acquaintances of the female. The husband invoked his Miranda Rights. The case is being screened with the Weber County Attorney's Office for charges of Rape.

**Hit and Run** – A transit van backed into two vehicles while in the parking lot of a local business. The van left the scene. The owners of the vehicles that were hit were available to obtain a partial plate. Investigators were able to research and locate an out of state plate matching the vehicle owned by a business in Illinois. Investigators contacted the company and were able to identify the driver. The driver was contacted and admitted to being involved. The driver was referred to the courts for leaving the scene of a damaged property accident.

**Violation of a No Contact Order x2** – A victim in a previous domestic violence case reported that the suspect/arrestee in the case was released from jail with a no contact order. The suspect violated the no contact order twice in one day. Investigators tracked and located the suspect and took him into custody. The suspect was booked into jail for two counts of violating a no contact order.

**Retail Theft x2**– 2 suspects were involved in two thefts that occurred on separate days at Walmart. The suspects were prior employees, and their identities were known, but they were found to be in Mexico. The assigned investigator was able to contact the suspects who admitted to the thefts. The two suspects will be summoned to court. Arrangements have been made to handle the court process through video due to the suspects living in Mexico.



**Vehicle Burglary** – A vehicle was burglarized while in the parking lot of a local restaurant. Some of the stolen property was recovered on the side of a business in Centerville. Video surveillance was obtained, and two suspects and a vehicle were discovered disposing of the property. Centerville PD recovered the property and returned it to the owner. It was found the suspects were involved in multiple vehicle burglaries in Davis and Weber County. Investigators from Riverdale were able to locate the vehicle in

Ogden City with the suspects occupying the vehicle. The suspects were taken into custody and interviewed. They ultimately admitted to burglarizing the vehicles in all agencies involved. The two suspects were booked into jail.

**Fraud** – A male and female suspect stole a wallet from a victim at a local business. The suspects then went to two nearby businesses and completed several transactions using the victim's credit cards for over \$3000. There was no suspect information found until a detective with Eagle County, Colorado contacted Investigators regarding having the same suspects in custody. Investigators confirmed they were the same suspects in the case in Riverdale. The suspects were booked into jail in Colorado on Eagle County charges and are on an ICE hold. Charges have been filed for multiple charges in Riverdale.

**Bomb Threat** – Two 13yr old juveniles were outside of Walmart. As they were being picked up one of the juveniles told an employee a bomb was left inside the building. This caused alarm where law enforcement was contacted, and the store was evacuated and closed until it was investigated there was no threat to the public. All parties were contacted, and a male did admit to making the comment. The juvenile is being screened for threats of terrorism with the Juvenile 2<sup>nd</sup> District Court.

## Employee Recognition – March 2024 Anniversaries

Years	Employee		Department
10		Miranda Rizzi	Community Services
6		Tyrel Dalton	Police
4	NO PHOTO SUBMITTED	Dallas Nalder	Public Works
4	NO PHOTO SUBMITTED	Gage Bennett	Public Works
1	NO PHOTO SUBMITTED	Lilie Wood	Community Services
1	NO PHOTO SUBMITTED	Tyson Pututau	Community Services



## Staffing Authorization Plan

As of February 29, 2024		
Department	FTE Authorization	FTE Actual
City Administration	2.00	2.00
Legal Services	4.50	3.50
Building	1.50	1.50
Community Development	1.00	0.00
Business Administration	7.00	7.00
Community Services	13.50	10.50
Public Works	11.00	11.00
Police	26.00	25.00
Fire	22.50	16.50
Total	89.00	77.00

Staffing Reconciliation - Authorized to Actual		
Department	FTE Variance	Explanation
City Admin	0.00	
Legal Services	(1.00)	City Administrator/City Attorney
Community Development	(1.00)	
Community Services	(3.00)	Recreation Assistants
Business Administration	0.00	
Public Works	0.00	
Police	(1.00)	
Fire	(6.00)	PT/FT Firefighters
Totals	(12.00)	Staffing <u>under</u> authorization

Actual Full Time Employees 57.00

Actual Part Time Employees 41.00

Seasonal Employees 0.00

\* 2 part time FTE can not be converted to 1 full time FTE



## **COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT**

**March 2024**

### **OPEN FOR BUSINESS**



Bricks & Minifigs has opened for business at 4074 South Riverdale Road.



Thrive Appliance will open a new store in Riverdale located at 4071 South Riverdale Road.

### **NEW AND ONGOING DEVELOPMENTS**



Tesla has started construction on the Tesla Riverdale Automotive Center to be located at 4581 South 1500 West.



Chuck E. Cheese is working on tenant finish construction of a space located at 4101 South Riverdale Road.



America First Credit Union has started construction of their new Administrative Operations building at 4624 South 1500 West. First new buildings is in final phase of construction and will be ready for occupancy in April, 2024



I.D.K. Barbeque has started construction on their new restaurant located at 1140 W. Riverdale Road #E .



Ashley Furniture will open a store in the old Shopko building at 4060 South Riverdale Road.



**RIVERDALE CITY  
CITY COUNCIL AGENDA  
March 19, 2024**

**AGENDA ITEM: G1**

**SUBJECT:** Consideration of approval for Schneider's Riverside Golf Course Amended Site Plan request, located at 5460 South Weber Drive, Riverdale Utah 84405, as requested by Riverside Golf Course and North Shore Excavation.

**PRESENTER:** Brandon Cooper, Community Development

**INFORMATION:**

- a. [Executive Summary](#)
- b. [Application for Amended Site Plan](#)
- c. [Preliminary Drawing](#)
- d. [Department Staff comments](#)
- e. [City Engineer Comments](#)
- f. [Response to City Engineer Comments](#)

**[BACK TO AGENDA](#)**





## City Council Executive Summary

For the Commission meeting on: **March 19, 2024**

Applicant: **Riverside Golf Course**  
*Represented by Northshore Excavation*

### Summary of Proposed Action

Northshore Excavation, on behalf of Schneider's Riverside Golf Course, has filed for a site plan amendment as required by Riverdale City Code, to construct a new parking lot on parcel 07-076-0007, located at 5460 S. Weber Drive. This site is owned by Schneider's Riverside Golf Club and is located within an A-1 zone, though the remainder of the Golf Course is in the O-1 zone. Per City Code, parking lots accessory to other permitted uses in the A-1 zone are allowable. A site plan has been provided to the City and reviewed by City Staff and Engineering, recommended for approval with modifications by the Planning Commission on March 12, 2024, and is now being submitted to the City Council for discussion and action.

<b>Total Area:</b>	26,187 sq. ft or .60 acre
<b>Total Asphalt Paving:</b>	20,603 sq. ft = 79%
<b>Total Stamped Concrete Paving:</b>	3,802 sq. ft = 14%
<b>Total Landscape Vegetated Area:</b>	1,782 sq. ft = 7%
<b>New Parking Stalls:</b>	52

Following the presentation and discussion of the proposal, the City Council may make:

- 1) a motion for approval
- 2) a motion approval with further modifications
- 3) a motion to table the matter to a later date
- 4) a motion to not approve

**STAFF RECOMMENDATION:** *Motion for approval with modifications subject to Staff/Engineering comments*

### Title 10 Ordinance Guidelines (Code Reference)

This Amended Site Plan review is regulated under **City Code 10-25** (Development in All Zones) and is affected by **City Codes 10-8** (Agricultural Space Zone / A-1), **10-14** (Regulations Applicable to All Zones), and **10-15** (Parking, Loading Space; Vehicle Traffic and Access).

For discussion purposes, included are supplementary documents regarding this request which includes:

- 1) the Application for Site Plan Amendment Approval
- 2) comments from Staff reviewers
- 3) Code Review
- 4) proposed site plan

### General Plan Guidance (Section Reference)

The General Plan land use for this site is Open Space. This use is not in any conflict with this General Plan District Land Use.

Legal Comments – City Attorney	
	<div>_____ Steve Brooks, Attorney</div>
Administrative Comments – City Administrator	
	<div>_____ Steve Brooks, City Administrator</div>



# Riverdale City

Community Development  
4600 So. Weber River Drive  
Riverdale, Utah 84405  
Acct #10-34-1500

## RIVERDALE CITY PLANNING COMMISSION APPLICATION FOR COMMERCIAL OR MANUFACTURING SITE PLAN AMENDMENT APPROVAL

CASE NO: \_\_\_\_\_ DATE SUBMITTED: 2/29/24

APPLICANT'S NAME: Riverside Golf Course

BUSINESS ADDRESS: 5460 South Weber Dr., Ogden, 84405

BUSINESS PHONE: 801 399 4636

ADDRESS OF SITE: 5462 South Weber Dr., Ogden, UT 84405

APPLICANT'S INTEREST: Parking lot

Application is hereby made to the Riverdale City Planning Commission requesting that the following permitted use, be approved on 26184 sq. ft. of property in the A1 zone in  
(sq. ft./acreage)

accordance with the attached site plan.

Ernie Schmeiter  
Signature of Applicant

Ernie Schmeiter  
Signature of Property Owner

I authorize Northshore to act as my representative in all matters relating to this application.

Ernie Schmeiter  
Signature of Property Owner

NOTE: A fee will be charged at the time the site plan is submitted for review - \$400 per acre or portion of

Fee: \$ 400.00 Date paid: 3.01.2024

TRANS #: 214265192

Planning Commission set public hearing: Yes ☐ No ☐ Date of Public Hearing: \_\_\_\_\_

Planning Commission scheduled to hear this application for amended site plan approval on:

Date: 3.12.24 Decision of Commission: \_\_\_\_\_

City Council set public hearing: Yes ☐ No ☐ Date of Public Hearing: \_\_\_\_\_

City Council scheduled to hear this application for amended site plan approval on:

Date: \_\_\_\_\_ Decision of Council: \_\_\_\_\_



Riverdale City  
4600 South Weber River Drive  
Riverdale, UT 84405  
(801) 394-5541

XBP Confirmation Number: 166993876

Transaction detail for payment to Riverdale City.		Date: 03/01/2024 - 1:59:20 PM MT	
Transaction Number: 214265192 Visa — XXXX-XXXX-XXXX-3252 Status: Successful			
Account #	Item	Quantity	Item Amount
10341500	PlanDev Review 10341500	1	\$400.00

**TOTAL: \$400.00**

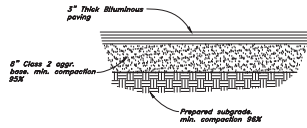
**Billing Information**  
BRENT MARCHANT KENLEY  
84405

**Transaction taken by:** Admin acumings

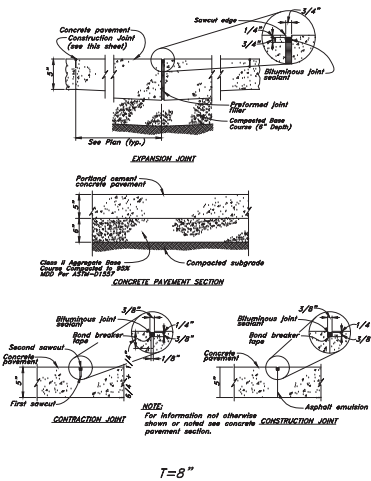




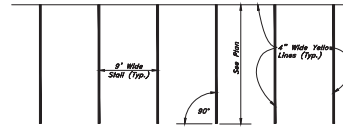




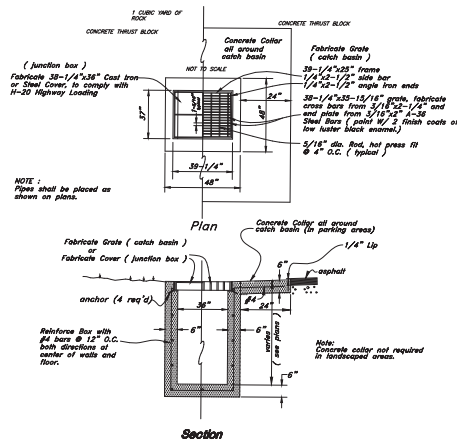
**1 Typical Bituminous Pavement Section**  
Parking Areas  
Not to Scale



**2 Portland Cement Concrete Pavement**  
Stamped Parking Areas  
Not to Scale



**3 Typical Parking Lot Striping Plan**  
Not to Scale

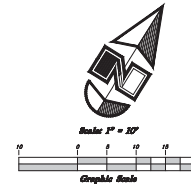
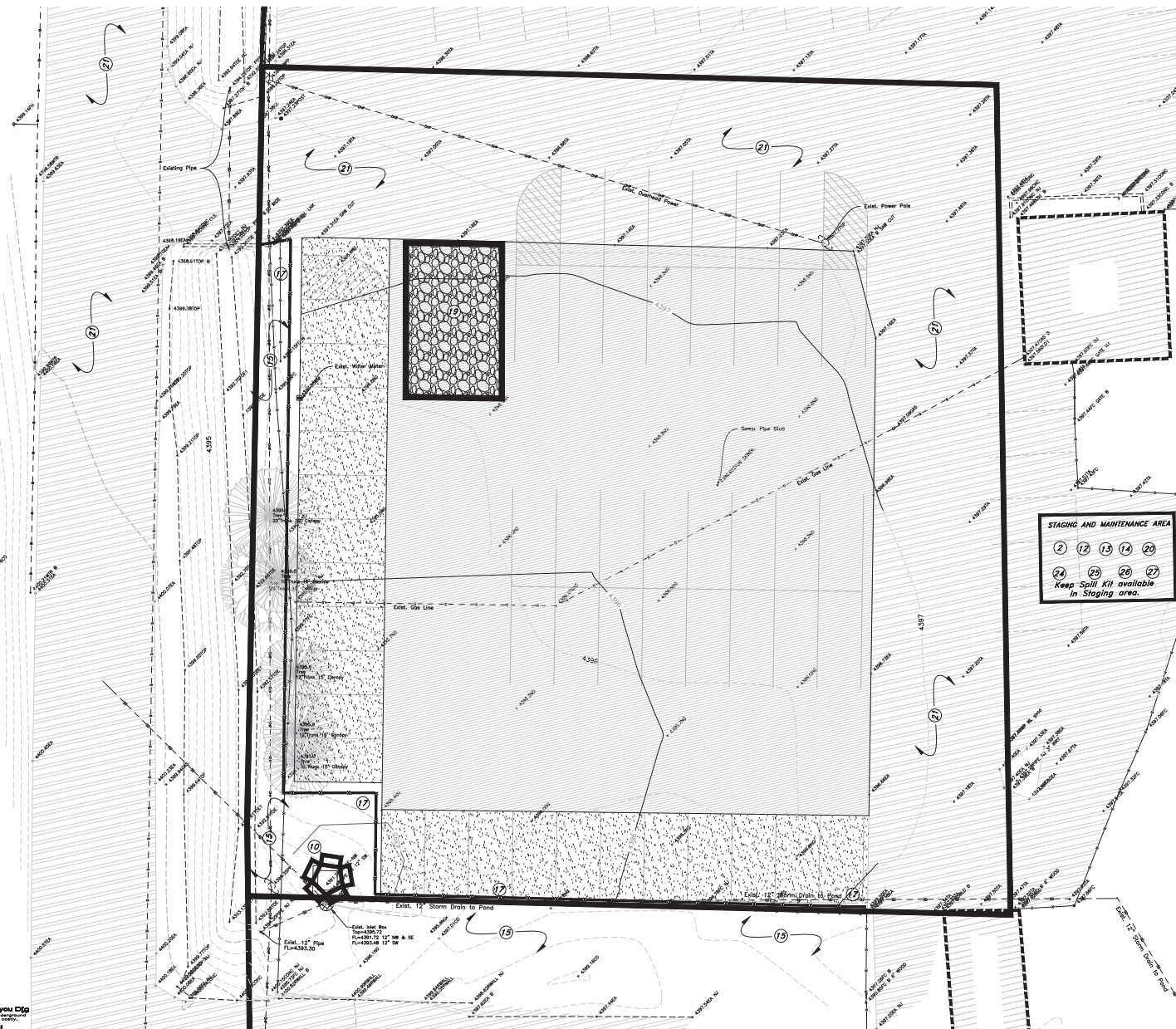


**4 TYPICAL LARGE CATCH BASIN 4' x 4'**  
Not to Scale

Call before you Dig  
811  
800-482-4111



PRELIMINARY NOT FOR CONSTRUCTION



### SELECTED BMPs

1. Utilize BMP C&C Catch Basin Cleaning
2. Utilize BMP C&C Concrete Waste Management
3. Utilize BMP CS Construction Sequencing
4. Utilize BMP C&C Detention/Retention Device Maintenance
5. Utilize BMP D&E Dewatering Operations
6. Utilize BMP D&E Dust Control
7. Utilize BMP E&F Employee Training
8. Utilize BMP H&M Hazardous Waste Management
9. Utilize BMP H&C Heavy Dumping Controls
10. Utilize BMP P&P Protection (Cover Bags or Silt Bags are the recommended choices)
11. Utilize BMP M&M Material Storage
12. Utilize BMP P&P Plastic Covering
13. Utilize BMP P&P Portable Toilets
14. Utilize BMP P&P Preservation of Existing Vegetation
15. Utilize BMP S&S Seeding and Planting
16. Utilize BMP S&S Soil Fence and/or G&B Gravel Bag Berm
17. Utilize BMP S&S Spill Clean-Up
18. Utilize BMP S&S Stabilized Construction Entrance
19. Utilize BMP S&S Stockpile Management
20. Utilize BMP S&S Street Sweeping
21. Utilize BMP S&S Storm Drain Flushing
22. Utilize BMP S&S Used Oil Recycling
23. Utilize BMP V&C Vehicle and Equipment Cleaning
24. Utilize BMP V&C Vehicle and Equipment Fueling
25. Utilize BMP V&C Vehicle and Equipment Maintenance & Repair
26. Utilize BMP W&D Waste Handling and Disposal

### NOTES:

This sheet constitutes only one part of the Sediment and Erosion Control Plan (SECP). There are a total of 2 sheets which make up the entire SECP for this project. These sheets may be included in the improvement drawing plan set, but only as a courtesy. These sheets are most importantly included in the Storm Water Pollution Prevention Plan (SWPPP) for this project. They are located in Appendix A of the SWPPP.

Also note that although the BMP details for the BMPs listed in the SECP may also be included in the improvement drawing plan set as a courtesy, they are most importantly included Appendix H of the SWPPP.

Neither the SECP nor the combination of the SECP along with the BMP details constitutes a SWPPP. Those are only appendices to the SWPPP. The SWPPP for this project was developed using the State Template. A copy of the SWPPP needs to be available while the NOI is active in accordance with Section 7.4.1 (Page 33) of the Utah Construction General Permit (UPDES Permit No. UTRC00000).

### PRIVATE ENGINEER'S NOTICE TO CONTRACTORS

The Contractor agrees that he shall assume sole and complete responsibility for job site conditions during the course of construction of this project, including safety of all persons and property, and that this responsibility shall apply continuously and not be limited to normal working hours. The contractor shall defend, indemnify, and hold the owner and the engineer harmless from any and all liability, real or alleged, in connection with the performance of work on this project, excepting for liability arising from the sole negligence of the owner or the engineer.

Sediment & Erosion Control Plan  
Schneller's Riverside Golf Course  
5460 South Weiser Drive (Utah)  
Riverside Golf Course  
A part of Section 18, 2N, 2E, 34E, U.S. Survey

1 March, 2024

SHEET NO.

SECP

240000

GREAT BASIN ENGINEERING  
2714 SOUTH 1475 EAST, BOONVILLE, UTAH 84409  
MAIN (801) 394-4515 • BLG (801) 392-0222 • FAX (801) 392-7544  
WWW.GREATBASINENGINEERING.COM

2716  
3/1/2024  
DATE OF PRINT

REV  
1  
2  
3





## DEPARTMENTAL STAFF COMMENTS

### SCHNEITER'S RIVERSIDE GOLF COURSE

**DEPARTMENT:** Public Works

**REVIEWER:** Shawn Douglas

**SENT:** February 27, 2024

1. Location of water meter needs to meet current standards. Move to landscape area
2. Storm water system needs to meet current standards (oil water separator). Record storm water management plan
3. Obtain a land disturbance permit and erosion control plan

---

**DEPARTMENT:** Engineering

**REVIEWER:** Todd Freeman

**SENT:** March 7, 2024

See Attachment

---

7 March 2024

Riverdale City  
4600 South Weber River Drive  
Riverdale, Utah 84405

Attn: Brandon Cooper, Community Development Director/RDA Deputy Executive Director  
Proj: **Schneider's Parking Addition**  
Subj: Site Plan Improvement Drawings - Review #1

Dear Brandon,

The following items will need to be considered and addressed prior to receiving recommended approval from our office.

**General Note:**

**Please request the Developer or his Engineer submit a response letter with their re-submittal of drawings answering all Engineering review comments contained herein.**


1. An **electronic copy** of the improvement drawings and details must be submitted to the Public Work Department for record keeping upon design completion and prior to approval of the final drawings from our office.
2. The site data area appears to be incorrect. The parcel on the county website has the parcel at 0.77 acres. Storm water calculations will need to be adjusted.
3. The existing water meter is shown to be relocated behind and out of the concrete. Does that meter need to be abandoned as well as the water service to the home to be demolished?
4. The drawings show the sewer stub in the middle of the parking lot. That sewer service should be terminated at the sewer main.
5. The other utility companies need to be notified and have the services disconnected (power, gas, telephone, etc.)

6. The plans show the parking lot grading into a new storm water box that connects to an existing storm water system. It appears the storm water system discharges to one of the ponds on the golf course. Does the pond have capacity for additional volume?
7. Does the pond have a discharge that is connected to an existing storm water system that is either owned by Riverdale , UDOT and/or flow into the Weber River? If so, the water will need to be treated prior to discharging into the storm water system or Weber River.
8. Does the pond have an overflow that connects to an existing storm water system owned by Riverdale City, UDOT and/or flow into the Weber River? If so, the water will need to be treated prior to discharging into the storm water system.

We would be happy to meet with the Developer and/or his Engineer to review the above items should they have any questions.

Sincerely,

**CEC, Civil Engineering Consultants, PLLC.**

A handwritten signature in black ink that reads "R. Todd Freeman". The signature is written in a cursive, flowing style.

R. Todd Freeman, S.E., PE.

*City Engineer*

Cc.	Shawn Douglas,	Riverdale City Public Works Director
	Norm Farrel,	Riverdale City Assistant Public Works Director
	Jeff Woody,	Riverdale City Building Official

7 March 2024

Riverdale City  
4600 South Weber River Drive  
Riverdale, Utah 84405

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1. An **electronic copy** of the improvement drawings and details must be submitted to the Public Work Department for record keeping upon design completion and prior to approval of the final drawings from our office.
2. The site data area appears to be incorrect. The parcel on the county website has the parcel at 0.77 acres. Storm water calculations will need to be adjusted.
3. The existing water meter is shown to be relocated behind and out of the concrete. Does that meter need to be abandoned as well as the water service to the home to be demolished?
4. The drawings show the sewer stub in the middle of the parking lot. That sewer service should be terminated at the sewer main.
5. The other utility companies need to be notified and have the services disconnected (power, gas, telephone, etc.)

6. The plans show the parking lot grading into a new storm water box that connects to an existing storm water system. It appears the storm water system discharges to one of the ponds on the golf course. Does the pond have capacity for additional volume?
7. Does the pond have a discharge that is connected to an existing storm water system that is either owned by Riverdale , UDOT and/or flow into the Weber River? If so, the water will need to be treated prior to discharging into the storm water system or Weber River.
8. Does the pond have an overflow that connects to an existing storm water system owned by Riverdale City, UDOT and/or flow into the Weber River? If so, the water will need to be treated prior to discharging into the storm water system.

We would be happy to meet with the Developer and/or his Engineer to review the above items should they have any questions.

Sincerely,

**CEC, Civil Engineering Consultants, PLLC.**

A handwritten signature in black ink that reads "R. Todd Freeman". The signature is written in a cursive, flowing style.

R. Todd Freeman, S.E., PE.

*City Engineer*

Cc.	Shawn Douglas,	Riverdale City Public Works Director
	Norm Farrel,	Riverdale City Assistant Public Works Director
	Jeff Woody,	Riverdale City Building Official

7 March 2024

Riverdale City  
4600 South Weber River Drive  
Riverdale, Utah 84405

Attn: Brandon Cooper, Community Development Director/RDA Deputy Executive Director  
Proj: **Schneider's Parking Addition**  
Subj: Site Plan Improvement Drawings - Review #1

Dear Brandon,

The following items will need to be considered and addressed prior to receiving recommended approval from our office.

**General Note:**


**Please request the Developer or his Engineer submit a response letter with their re-submittal of drawings answering all Engineering review comments contained herein.**

1. An **electronic copy** of the improvement drawings and details must be submitted to the Public Work Department for record keeping upon design completion and prior to approval of the final drawings from our office. **Agree.**
2. The site data area appears to be incorrect. The parcel on the county website has the parcel at 0.77 acres. Storm water calculations will need to be adjusted.  
**The County's 0.77 ac. includes to the center of South Weber Drive.**
3. The existing water meter is shown to be relocated behind and out of the concrete. Does that meter need to be abandoned as well as the water service to the home to be demolished?  
**Water Meter is still serving the parcel.**
4. The drawings show the sewer stub in the middle of the parking lot. That sewer service should be terminated at the sewer main.  
**Sewer Service was terminated per City requirements.**
5. The other utility companies need to be notified and have the services disconnected (power, gas, telephone, etc.) **Utility Companies have been notified. work has been completed.**

6. The plans show the parking lot grading into a new storm water box that connects to an existing storm water system. It appears the storm water system discharges to one of the ponds on the golf course. Does the pond have capacity for additional volume?  
**Yes**
7. Does the pond have a discharge that is connected to an existing storm water system that is either owned by Riverdale , UDOT and/or flow into the Weber River? If so, the water will need to be treated prior to discharging into the storm water system or Weber River.  
**The pond discharge is to the golf course irrigation and fairways. No direct discharge to the River.**
8. Does the pond have an overflow that connects to an existing storm water system owned by Riverdale City, UDOT and/or flow into the Weber River? If so, the water will need to be treated prior to discharging into the storm water system.  
**The pond overflow is to the golf course fairways. No direct connection to the River.**

We would be happy to meet with the Developer and/or his Engineer to review the above items should they have any questions.

Sincerely,  
**CEC, Civil Engineering Consultants, PLLC.**



R. Todd Freeman, S.E., PE.  
*City Engineer*

Cc.	Shawn Douglas,	Riverdale City Public Works Director
	Norm Farrel,	Riverdale City Assistant Public Works Director
	Jeff Woody,	Riverdale City Building Official

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
March 19, 2024**

**AGENDA ITEM: G2**

**SUBJECT:** Consideration of Ordinance #979 for Take 5 Small Subdivision request, located at approximately 4023 South Riverdale Road, Riverdale, Utah 84405, as requested by Reeve and Associates and Blue Lube, LLC.

**PRESENTER:** Brandon Cooper, Community Development

**INFORMATION:**

- a. [Executive Summary](#)
- b. [Ordinance #979](#)
- c. [Application for Amended Site Plan](#)
- d. [Plan Review](#)
- e. [Department Staff Comments](#)
- f. [City Engineer Comments 1 & 2](#)
- g. [Reciprocal Easement Agreement](#)

**[BACK TO AGENDA](#)**





## City Council Executive Summary

For the City Council meeting on: **March 19, 2023**

Petitioner: Blue Lube Properties Riverdale and Reeve  
& Associates  
Represented by Jeremy Draper and Mandy Madrid

### Summary of Proposed Action

**Petitioner/Applicant:**

Blue Lube Properties Riverdale and Reeve & Associates

**Request:**

Commercial Small Subdivision Plat review and approval for the proposed Take 5 Subdivision development

**Address:**

Approximately 4019 South and 4023 South Riverdale Road

**Zone:**

Regional Commercial (C-3) zone

**Process:**

Planning Commission – **March 12, 2024**  
A public hearing will not be required

**Action:**

Following the presentation and discussion of the proposal, the City Council may make:

- 1) a motion for approval
- 2) a motion approval with further modifications
- 3) a motion to table the matter to a later date
- 4) a motion to not approve

### Title 10 Ordinance Guidelines (Code Reference)

This Commercial Subdivision Plat review is regulated under City Code **10-21** "Subdivisions" and is affected by City Codes **10-10A** "Commercial Zones (C-1, C-2, C-3)", **10-14** "Regulations Applicable to All Zones", and **10-15** "Parking, Loading Space; Vehicle Traffic and Access".

The petitioner's properties are currently listed in the County Records under the ownership of Blue Lube Properties Riverdale, LLC. This property is currently being used as a Vehicle Lube and Maintenance business and a soda shop on the second proposed lot.

For discussion purposes, included are supplementary documents regarding this request which includes:

- 1) the Application for Small Subdivision Approval
- 2) comments from Staff reviewers
- 3) Code Review
- 4) proposed subdivision

General Plan Guidance (Section Reference)	
The General Plan use for this area is currently set as “Planned Commercial - High” and this proposed project complies with this land use.	
Legal Comments – City Attorney	
	<div>_____ Steve Brooks, Attorney</div>
Administrative Comments – City Administrator	
	<div>_____ Steve Brooks, City Administrator</div>



## **ORDINANCE NO. 979**

### **AN ORDINANCE CREATING A SUBDIVISION KNOWN AS THE TAKE 5 SMALL SUBDIVISION, IN THE CITY OF RIVERDALE, WEBER COUNTY, STATE OF UTAH AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, The City of Riverdale (hereinafter "City") has received a request for an amended commercial subdivision, located at approximately 4019 South and 4023 South Riverdale Road, known as the Take 5 Small Subdivision," at the request of Blue Lube, LLC (herein Petitioner), of a certain parcel of land hereinafter described in detail on the attached Exhibits, for a small commercial subdivision and development; and

**WHEREAS**, the petitioner has complied with all the requirements set forth in Utah Code and the Riverdale City Code (Title 10 Chapter 21, where required) concerning subdivision creation; and

**WHEREAS**, the petitioner of the said parcel of land, has received a recommendation of approval for said subdivision from the Riverdale City Planning Commission (September 12, 2023) during a public meeting; and

**WHEREAS**, the City Council now desires to approve the subdivision and formally recognize and order that said subdivision be recorded with the Weber County Recorder's Office; and

**WHEREAS**, it is in the best interest of Riverdale City to allow the proposed subdivision and to do so will promote health, safety and the general welfare of the community; and

### **NOW THEREFORE, BE IT HEREBY ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF RIVERDALE:**

Section 1. Subdivision Plat. Be it hereby ordained by the Riverdale City Council that the site, located at approximately 4019 South and 4023 South Riverdale Road, be amended to create the "Take 5 Small Subdivision," for the proposed location, pursuant to the attached description and maps, as set forth on the attached Exhibit(s).

Section 2. That said subdivision be recognized and recorded in the Office of the Weber County Recorder.

Section 3. Severability. If any provision of this ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

Section 4. This ordinance shall take effect immediately upon its adoption and posting.

**PASSED, ADOPTED, AND ORDERED POSTED** this \_\_\_\_\_ day of March 2024.

---

Braden D. Mitchell  
Riverdale City Mayor

Attest:

---

Michelle Marigoni  
City Recorder

VOTE:

Alan Arnold	___ Yea	___ Nay	___ Absent
Bart Stevens	___ Yea	___ Nay	___ Absent
Anne Hansen	___ Yea	___ Nay	___ Absent
Michael Richter	___ Yea	___ Nay	___ Absent
Stacey Haws	___ Yea	___ Nay	___ Absent

(Plat)

## **Exhibit B**

### **LEGAL DESCRIPTION**

#### **BOUNDARY DESCRIPTION**

PART OF THE NORTHWEST QUARTER OF SECTION 19, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING SOUTH 89°09'46" EAST 835.06 FEET ALONG THE SECTION LINE AND SOUTH 00°50'14" WEST 1091.25 FEET FROM THE NORTHWEST CORNER OF SAID SECTION 19 (SAID NORTHWEST CORNER BEING NORTH 89°09'46" WEST 2541.87 FEET FROM A WITNESS CORNER TO THE NORTH QUARTER CORNER OF SAID SECTION 19); THENCE SOUTH 15°47'00" EAST 137.03 FEET; THENCE SOUTH 37°00'00" EAST 42.25 FEET; THENCE SOUTH 53°20'20" WEST 156.88 FEET; THENCE NORTH 65°36'00" WEST 79.81 FEET; THENCE NORTH 05°55'00" WEST 143.92 FEET; THENCE NORTH 66°52'59" EAST 83.96 FEET; THENCE NORTH 55°39'24" EAST 88.95 FEET TO THE POINT OF BEGINNING.

CONTAINING 33,446 SQUARE FEET OR 0.768 ACRES.

# TAKE 5 SUBDIVISION

PART OF THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY  
RIVERDALE CITY, WEBER COUNTY, UTAH  
AUGUST, 2023



VICINITY MAP  
NOT TO SCALE

CURVE TABLE

LINE	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	195.00'	37.03'	60.99'	18.53'	S19°11'45"E	10°52'44"
C2	165.00'	110.21'	108.17'	57.25'	S28°53'17"W	38°16'10"
C3	165.00'	57.57'	57.04'	28.99'	S19°42'29"E	17°54'59"
C4	165.00'	13.01'	13.01'	6.51'	S41°05'13"E	4°31'09"
C5	165.00'	38.87'	39.77'	20.03'	S41°06'04"E	1°35'03"
C6	165.00'	6.48'	6.48'	3.24'	S38°57'06"E	2°16'05"
C7	165.00'	6.58'	6.58'	3.29'	S39°19'16"E	2°17'01"
C8	18.31'	24.31'	22.12'	13.05'	N8°50'54"W	85°24'45"
C9	2.94'	8.55'	5.85'	2.63'	S18°55'01"E	116°22'07"
C10	15.00'	14.79'	14.20'	8.06'	S20°50'36"E	56°29'04"
C11	6.02'	4.38'	4.21'	2.28'	S62°03'24"E	41°28'59"
C12	6.81'	15.98'	12.55'	16.24'	S29°12'43"W	134°31'11"

## NARRATIVE

THE PURPOSE OF THIS PLAT IS TO DIVIDE THE HEREIN DESCRIBED PROPERTY INTO LOTS AS SHOWN. THERE HAVE BEEN SEVERAL SURVEYS PERFORMED IN THE AREA. THE DEED CALLS TO THE SECTION CORNER DO NOT MATCH OCCUPATION. A BEST FIT RETRACEMENT WAS USED FOLLOWING RECORD OF SURVEY # 5218 AND MATCHING EXISTING OCCUPATION LINES.

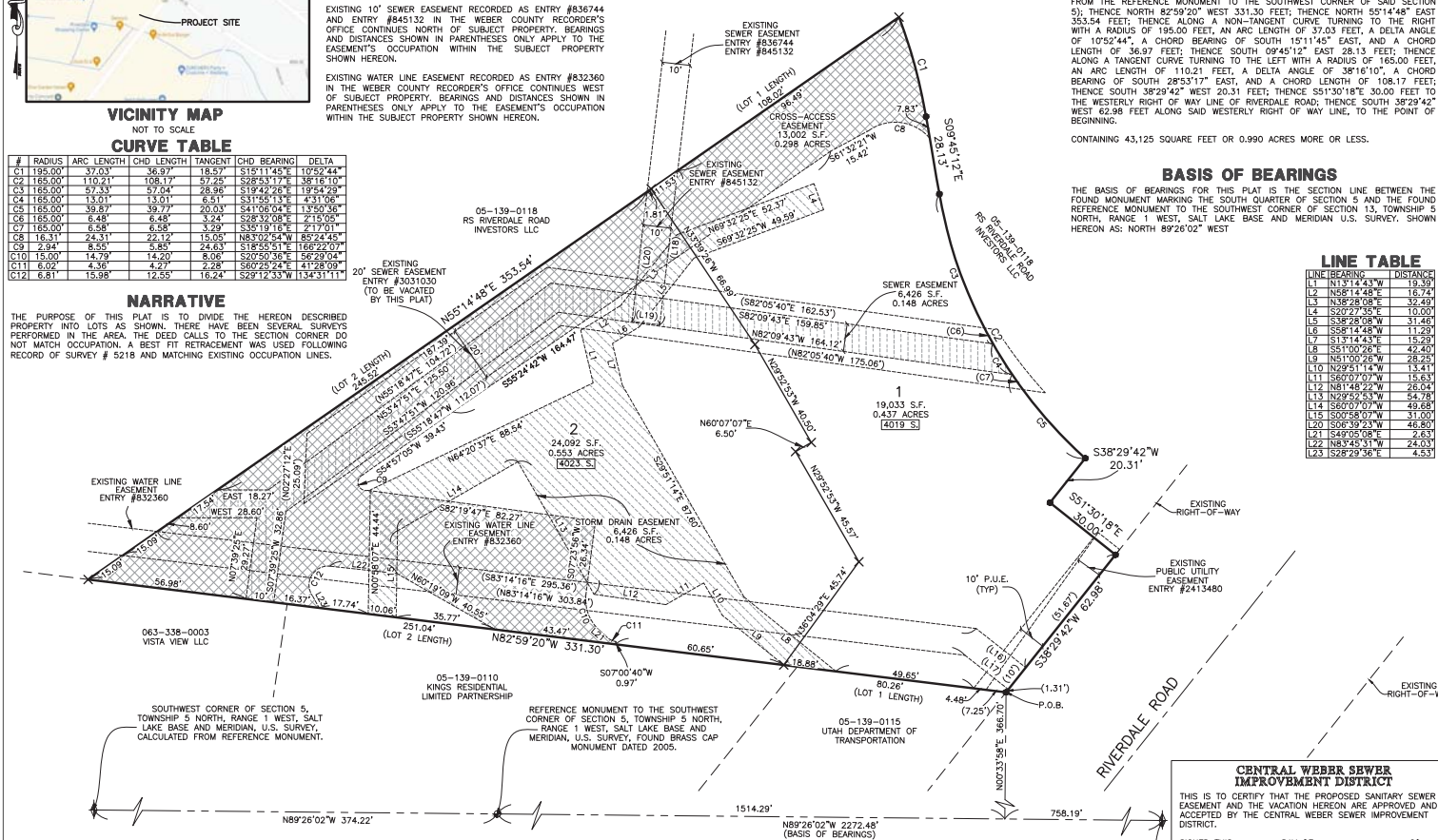
## NOTES

BEARINGS AND DISTANCES OF RECORDED EASEMENTS AFFECTING SUBJECT PROPERTY SHOWN IN PARENTHESES HEREON.

EXISTING 20' SEWER EASEMENT RECORDED AS ENTRY #3031030 IN THE WEBER COUNTY RECORDER'S OFFICE TO BE VACATED BY THIS PLAT AS SHOWN HEREON.

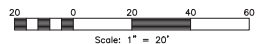
EXISTING 10' SEWER EASEMENT RECORDED AS ENTRY #836744 AND ENTRY #845132 IN THE WEBER COUNTY RECORDER'S OFFICE CONTINUES NORTH OF SUBJECT PROPERTY. BEARINGS AND DISTANCES SHOWN IN PARENTHESES ONLY APPLY TO THE EASEMENT'S OCCUPATION WITHIN THE SUBJECT PROPERTY SHOWN HEREON.

EXISTING WATER LINE EASEMENT RECORDED AS ENTRY #832360 IN THE WEBER COUNTY RECORDER'S OFFICE CONTINUES WEST OF SUBJECT PROPERTY. BEARINGS AND DISTANCES SHOWN IN PARENTHESES ONLY APPLY TO THE EASEMENT'S OCCUPATION WITHIN THE SUBJECT PROPERTY SHOWN HEREON.



## LEGEND

- = SECTION CORNER
- = SET 5/8" X 24" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES"
- = REFERENCE MONUMENT
- ✕ = SET NAIL AND WASHER STAMPED "REEVE & ASSOCIATES"
- = BOUNDARY LINE
- = LOT LINE
- = ADJOINING PROPERTY
- = EASEMENTS
- = SECTION TIE LINE
- P.U.E. = PUBLIC UTILITY EASEMENT
- = SEWER EASEMENT
- = STORM DRAIN EASEMENT
- = CROSS-ACCESS EASEMENT



## BOUNDARY DESCRIPTION

PART OF THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY RIGHT OF WAY LINE OF RIVERDALE ROAD, SAID POINT BEING 758.19 FEET NORTH 89°26'02" WEST AND NORTH 0°33'58" EAST 366.70 FEET FROM THE SOUTH QUARTER CORNER OF SAID SECTION 5 (SOUTH QUARTER CORNER BEING 2272.48 FEET SOUTH 89°26'02" EAST FROM THE REFERENCE MONUMENT TO THE SOUTHWEST CORNER OF SAID SECTION 5); THENCE NORTH 82°59'20" WEST 331.30 FEET; THENCE NORTH 50°14'48" EAST 353.54 FEET; THENCE ALONG A NON-TANGENT CURVE TURNING TO THE RIGHT WITH A RADIUS OF 195.00 FEET, AN ARC LENGTH OF 37.03 FEET, A DELTA ANGLE OF 10°52'44", A CHORD BEARING OF SOUTH 15°11'45" EAST, AND A CHORD LENGTH OF 36.97 FEET; THENCE SOUTH 09°45'12" EAST 28.13 FEET; THENCE ALONG A TANGENT CURVE TURNING TO THE LEFT WITH A RADIUS OF 165.00 FEET, AN ARC LENGTH OF 110.21 FEET, A DELTA ANGLE OF 38°16'10", A CHORD BEARING OF SOUTH 28°53'17" EAST, AND A CHORD LENGTH OF 108.17 FEET; THENCE SOUTH 38°29'42" WEST 20.31 FEET; THENCE S51°30'18"E 30.00 FEET TO THE WESTERLY RIGHT OF WAY LINE OF RIVERDALE ROAD; THENCE SOUTH 38°29'42" WEST 62.98 FEET ALONG SAID WESTERLY RIGHT OF WAY LINE, TO THE POINT OF BEGINNING.

CONTAINING 43,125 SQUARE FEET OR 0.990 ACRES MORE OR LESS.

## BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE FOUND MONUMENT MARKING THE SOUTH QUARTER OF SECTION 5 AND THE FOUND REFERENCE MONUMENT TO THE SOUTHWEST CORNER OF SECTION 13, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN U.S. SURVEY, SHOWN HEREON AS: NORTH 89°26'02" WEST

## LINE TABLE

LINE	BEARING	DISTANCE
L1	N13°14'43"W	19.39'
L2	N38°12'48"E	18.74'
L3	N38°28'08"E	32.49'
L4	N38°28'08"E	10.00'
L5	N38°28'08"E	31.49'
L6	S58°14'48"W	17.20'
L7	N51°00'26"E	15.39'
L8	N51°00'26"E	42.40'
L9	N51°00'26"E	28.49'
L10	N51°00'26"E	13.41'
L11	S60°07'07"W	15.63'
L12	N61°48'22"W	25.04'
L13	N29°25'53"E	54.78'
L14	S60°07'07"W	49.68'
L15	S20°50'36"E	11.00'
L16	S20°50'36"E	46.80'
L17	S49°05'13"E	2.63'
L18	N82°09'43"W	24.03'
L19	S28°29'36"E	4.53'

## SURVEYOR'S CERTIFICATE

I, TREVOR J. HATCH, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS ACT; AND THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF TAKE 5 SUBDIVISION IN RIVERDALE CITY, WEBER COUNTY, UTAH, HAS BEEN DRAWN CORRECTLY TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF THE HEREIN DESCRIBED LANDS INCLUDED IN SAID SUBDIVISION, BASED UPON DATA COMPILED FROM RECORDS IN THE WEBER COUNTY RECORDER'S OFFICE AND FROM SAID SURVEY MADE BY ME ON THE GROUND. I FURTHER CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES OF RIVERDALE CITY, WEBER COUNTY CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

9031945

UTAH LICENSE NUMBER

TREVOR J. HATCH



## OWNERS DEDICATION AND CERTIFICATION

WE, THE UNDERSIGNED OWNERS OF THE HEREIN DESCRIBED TRACT OF LAND, DO HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AS SHOWN ON THE PLAT AND NAME SAID TRACT TAKE 5 SUBDIVISION, AND DO HEREBY UPON AND UNDER THE LANDS DESIGNATED HEREON AS PUBLIC UTILITY, STORM WATER DRAINAGE, EASEMENTS, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINE, STORM DRAINAGE FACILITIES, WHICHEVER IS APPLICABLE AS MAY BE AUTHORIZED BY THE GOVERNING AUTHORITY, WITH NO BUILDINGS OR STRUCTURES BEING ERRECTED WITHIN SUCH EASEMENTS AND DO HEREBY GRANT CROSS-ACCESS EASEMENTS FOR VEHICULAR TRAFFIC THROUGH DESIGNATED AND IMPROVED DRIVEWAYS, AND DO HEREBY GRANT A 10-FOOT-WIDE EASEMENT TO BE USED FOR THE INSTALLATION, MAINTENANCE, AND OPERATION OF SANITARY SEWER FACILITIES.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

BLUE LUBE PROPERTIES RIVERDALE LLC

NAME/TITLE

## ACKNOWLEDGMENT

STATE OF UTAH \_\_\_\_\_, SS.

COUNTY OF \_\_\_\_\_

ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, PERSONALLY APPEARED

BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, \_\_\_\_\_ (AND)

\_\_\_\_\_ BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE

AND \_\_\_\_\_ OF SAID LLC AND THAT THEY SIGNED THE

ABOVE OWNER'S DEDICATION AND CERTIFICATION VOLUNTARILY, AND IN BEHALF

OF SAID LLC FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC

## Owner/Developer

Blue Lube, LLC  
Jared Whatcott  
1413 E. Noshli Lane  
Draper, Utah 84020

## CENTRAL WEBER SEWER IMPROVEMENT DISTRICT

THIS IS TO CERTIFY THAT THE PROPOSED SANITARY SEWER EASEMENT AND THE VACATION HEREON ARE APPROVED AND ACCEPTED BY THE CENTRAL WEBER SEWER IMPROVEMENT DISTRICT.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

NAME/TITLE

## RIVERDALE CITY APPROVAL

THIS IS TO CERTIFY THAT THE PROPOSED SANITARY SEWER EASEMENT AND THE VACATION HEREON ARE APPROVED AND ACCEPTED BY THE CITY COUNCIL OF RIVERDALE CITY, UTAH.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

MAYOR

ATTEST

## APPROVING AGENCY

RIVERDALE CITY  
4600 SOUTH WEBER RIVER DRIVE  
RIVERDALE, UT 84405

## RIVERDALE CITY ATTORNEY

I HAVE EXAMINED THE FINANCIAL GUARANTEE AND OTHER DOCUMENTS ASSOCIATED WITH THIS SUBDIVISION PLAT, AND IN MY OPINION THEY CONFORM WITH THE CITY ORDINANCE APPLICABLE THERETO AND NOW IN FORCE AND EFFECT.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

RIVERDALE CITY ATTORNEY

## RIVERDALE PLANNING COMMISSION

THIS IS TO CERTIFY THAT THE DEDICATION PLAT HAS BEEN DULY RECEIVED AND APPROVED BY THE RIVERDALE CITY PLANNING COMMISSION.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

CHAIRMAN, PLANNING COMMISSION

## RIVERDALE CITY ENGINEER

I HEREBY CERTIFY THAT THE "OFFICE OF THE CITY ENGINEER" HAS EXAMINED THE FOREGOING PLAT AND IN OUR OPINION THE INFORMATION CONVEYED HEREWITH COMPLES WITH THE PUBLIC WORKS STANDARDS AND SPECIFICATIONS OF RIVERDALE CITY.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

RIVERDALE CITY ENGINEER

## Project Info

Surveyor: \_\_\_\_\_, T. HATCH

Designer: A. MULLINS

Begin Date: 4-6-2023

Name: TAKE 5 SUBDIVISION

Number: 7477-06

Revision: 1"=20'

Scale: \_\_\_\_\_

Checked: \_\_\_\_\_

Webster County Recorder

Recorded For: \_\_\_\_\_ Deputy.





# Riverdale City

Community Development  
4600 So. Weber River Drive  
Riverdale, Utah 84405  
Acct #10-34-1500

## RIVERDALE CITY PLANNING COMMISSION APPLICATION FOR COMMERCIAL SUBDIVISION SITE PLAN APPROVAL

CASE NO: 2023-04 DATE SUBMITTED: 5/30/2023

APPLICANT'S NAME: Reeve & Associates, Inc c/o Jeremy Draper | jeremy@reeve.co


BUSINESS ADDRESS: 5160 S 1500 W, Riverdale, UT 84405


BUSINESS PHONE: 801-621-3100

ADDRESS OF SITE: 4023 Riverdale Road


APPLICANT'S INTEREST: To split parcel from 1 parcel to 2 parcels.

Application is hereby made to the Riverdale City Planning Commission requesting that a commercial subdivision consisting of 2 lots be approved on 0.99 +/- acres of property in the CP-3 zone in accordance with the attached site plan.

  
\_\_\_\_\_  
Signature of Applicant

  
\_\_\_\_\_  
Signature of Property Owner

I authorize Jeremy Draper to act as my representative in all matters relating to this application.

  
\_\_\_\_\_  
Signature of Property Owner

NOTE: A fee will be charged at the time the site plan is submitted for review - \$200 per lot/unit

Fee: \$ 400.00 Date paid: 5/30/2023

Planning Commission set public hearing: Yes ☐ No ☒ Date of Public Hearing: N/A

Planning Commission scheduled to hear this application for site plan approval on:

Date: 6/13/2023; 9/12/2023 Decision of Commission: Tabled; **Recommended for Approval**

City Council scheduled to hear this application for site plan approval on:

Date: \_\_\_\_\_ Decision of Council: \_\_\_\_\_





Riverdale City  
4600 South Weber River Drive  
Riverdale, UT 84405  
(801) 394-5541

XBP Confirmation Number: 145765022

Transaction detail for payment to Riverdale City.		Date: 05/30/2023 - 2:01:18 PM MT	
Transaction Number: 198702746			
Visa — XXXX-XXXX-XXXX-9612			
Status: Successful			
Account #	Item	Quantity	Item Amount
10341500	Zoning ampamp Subdiv. Fee	1	\$400.00
Notes: 4023 RIVERDALE ROAD			

**TOTAL: \$400.00**

**Billing Information**  
JARED WHATCOTT  
, 84405

Transaction taken by: Admin cjacobsen

## Subdivision Plat Review – Take 5 Small Subdivision, 4019 South and 4023 South Riverdale Road

*Completed by Mike Eggett, Community Dev. Director on 6/8/2023 and 9/5/2023*

**Recommendation:** City staff recommends that the Planning Commission examine and review this proposed small subdivision review. Items of consideration or note have been highlighted in yellow for potential discussion purposes. City staff recommends that the Planning Commission act accordingly to approve the proposed small subdivision plat, approve the plat with additional comments or concerns to be addressed by the developer, or not approve the plat proposal for the Take 5 Small Subdivision project.

Date Plan Submitted to City: (Must be at least two weeks prior to Planning Commission meeting)	May 30, 2023 and August 24, 2023
Date Application Submitted to City:	May 30, 2023
Date Fee Paid:	Paid on May 30, 2023 (see receipts for details)
<b>Subdivision/Site Plan – Preliminary Requirements</b>	<b>Departmental Review Comments</b>
<i>COVER SHEET</i>	
<u>Title Block</u>	
Project name and address	Project name shown; new addresses shown for Lot 1 (4019 South Riverdale Road – Take 5) and Lot 2 (4023 South Riverdale Road)
Property Owner's name, address, and phone number	Property Owner's name, address, phone number shown on plat – Blue Lube, LLC; Jared Whatcott; 1413 E. Nashi Lane, Draper, Utah 84020
Developer's name, address, and phone number	Property Developer's name, address, phone number shown on plat – Blue Lube, LLC; Jared Whatcott; 1413 E. Nashi Lane, Draper, Utah 84020
Approving agency's name and address: Utility companies as applicable	Riverdale City name and address information shown as approving agency on plat; <u>approving utility companies information not shown if applicable</u>
Consulting Engineer's name, address, and phone number	Reeve and Associates, Inc., 5160 S. 1500 W., Riverdale, Utah 84405, 801-621-3100

Licensed Land Surveyor's name, address, phone number, signature, and seal	Reeve and Associates, Inc., 5160 S. 1500 W., Riverdale, Utah 84405, 801-621-3100; surveyor's seal shown; <u>signature not yet shown on plat but anticipated on final plat</u>
Date	Yes – August, 2023 on plat
Revision block with date and initials	Revision notes space provided on site plan in top left corner
Sheet number and total sheets	1 sheet (plat)
<u>General</u>	
Street names	Shown – Riverdale Road
Layouts of lots with lot numbers and addresses	2 lots shown, address identified on plat (4019 S. and 4023 S. Riv Road respectively for each lot)
Adjacent tract ownership and tax identification numbers	Tract ownership names and tax ID shown
Scale (minimum 1"=50' to 1"=10')	Yes, scale is shown as 1"=20' on plat
North arrow	Yes
Existing easements, structures, and utility lines: Approval to cross, use, or relocate	Existing and new easement locations identified; <u>existing structures on site not shown on plat</u> ; existing utility lines shown
Space for notes	Yes, provided
Contours	Shown on site plan
Public areas	Public areas identified where applicable, <u>defer to Public Works and City Engineer</u>
<u>Vicinity Map</u>	
Street names	Shown
Site location	Shown
North arrow	Shown
Scale	Note of "Not to Scale"
<i>PLAT SHEET</i>	
<u>Title Block</u>	
Project name and address	Project name shown; new addresses shown for Lot 1 (4019 South Riverdale Road – Take 5) and Lot 2 (4023 South Riverdale Road)
Approving Agency's name and address	Riverdale City name and address information shown as approving agency on plat
Consulting Engineer's name, address, and phone number	Reeve and Associates, Inc., 5160 S. 1500 W., Riverdale, Utah 84405, 801-621-3100

Consulting Engineer's stamp, signature, and license expiration date	Engineer's stamp provided; license expiration date, and signature provided on site plan docs
Date	Yes – August, 2023 on plat
Names of approving agents with titles, stamps, signatures, and license expiration dates	Space for names of approving agents, titles, stamps, signatures made available, where applicable
Names of approving departments (Attorney, Planning Commission, Mayor, Engineer)	Yes – shown
<u>Layout</u>	
Street Names	Shown – Riverdale Road
Layouts of lots with lot numbers	2 lots shown, address identified on plat (4019 S. and 4023 S. Riv Road respectively for each lot)
Bearings and distances for all property lines and section ties	Shown, defer to City Engineer review
Boundary and Legal description	Shown, defer to City Engineer review
Adjacent tract ownership and tax identification numbers	Tract ownership names and tax ID shown
Scale (minimum 1"=50')	Yes, scale is shown as 1"=20' on plat
North arrow	Yes
Owner's dedication certificate for subdivision (Notary Acknowledgement)	Shown
Landscaping (location and type with area calculations)	Landscape plan and area calculations not applicable
Location of exterior lighting devices, signs, and outdoor advertising	No exterior lighting devices or subdivision signs applicable
Location of underground tanks, dumpsters, etc	No underground tanks or dumpsters locations applicable
<u>Additional Information</u>	
Benchmark	Shown, defer to City Engineer review
Basis of bearings	Shown, defer to City Engineer review
Legend	Yes, shown
<u>New and Existing Streets</u>	
All access points	Yes, this is shown
Center lines	Yes, this is shown
Right-of-way lines	Shown and identified as r-o-w
Face of curb lines	Shown, as applicable

Centerline slope	Shown, as applicable
<i>ADDITIONAL INFORMATION</i>	
Copy of protective covenants, codes, and regulations for development	None needed or anticipated with this project
Three large full set of plan drawings (24x36), one full set of plan drawings (11x17 sized), and one digital full set copy of plan drawings	Yes, provided as requested
Zoning compliance	Yes, Regional Commercial (C-3) meets intended uses for site design
RDA compliance (if applicable)	Not applicable in this matter
Use compliance	Yes, site designed for Regional Commercial (C-3) type commercial uses
Engineering comments and letter of approval recommendation	Police Dept, Fire Dept, Public Works Director, and City Engineer comments provided
Traffic study	Not applicable, unless req by UDOT review
All Planning Commission and City Staff conditions for approval have been met	<u>Currently consideration of Final Small Subdivision Plat submission being reviewed for Planning Commission approval and recommendation to City Council</u>

## DEPARTMENTAL STAFF REPORTS – 6/6/2023 to 9/6/2023

**From:** Shawn Douglas  
**Sent:** Wed 9/6/2023 9:56 AM  
**To:** Mike Eggett  
**Subject:** Take 5

Mike,

I have attached my review comments for Take 5. Thanks

### Plan Review For Fizz/Take 5

#### **Storm Water**

1-Drainage system operation and maintenance plan and BMPS approved and recorded with plat. They need to include an sop for the hydrodynamic separator and minimum time frames for inspections.

#### **Water**

1-The easement agreement and plan show two different things for the sprinkler system. The agreement says there are two individual systems and the plan shows one.

2-There appears to be a problem with the islands on the west side of the property getting water for the grass and trees.

#### **Other**

1-The exhibits are missing on the agreement.

**Shawn Douglas**

Riverdale City Public Works

801-394-5541 ext 1217

[Sdouglas@Riverdalecity.com](mailto:Sdouglas@Riverdalecity.com)

---

**From:** Scott Brenkman  
**Sent:** Tue 6/6/2023 2:48 PM  
**To:** Mike Eggett  
**Subject:** RE: Review Comments needed for Take 5 - Fiiz Parcel Small Subdivision Split

I do not have concerns.

Thanks,

Chief Scott Brenkman

Riverdale Police Department  
4580 S. Weber River Dr.  
Riverdale, UT 84405  
(801)394-6616  
[sbrenkman@riverdalecity.com](mailto:sbrenkman@riverdalecity.com)

**From:** Casey Warren (New Police Chief)  
**Sent:** Wed 8/30/2023 9:34 PM  
**To:** Mike Eggett  
**Subject:** Re: Updated review comments needed for Take 5 - Fiiz Parcel Small Subdivision Split

Mike,

Everything looks ok from the pd perspective.

Casey

Chief Casey Warren  
Riverdale Police Department  
4580 S. Weber River Dr.  
Riverdale, UT 84405  
(801)394-6616  
[cwarren@riverdalecity.com](mailto:cwarren@riverdalecity.com)

---

**From:** Jared Sholly  
**Sent:** Tue 9/5/2023 11:07 AM  
**To:** Mike Eggett  
**Subject:** RE: Updated review comments needed for Take 5 - Fiiz Parcel Small Subdivision Split

I have no issues.

Jared Sholly  
Fire Chief  
Riverdale City Fire Department  
[jsholly@riverdalecity.com](mailto:jsholly@riverdalecity.com)  
801-394-7481 Office  
801-628-6562 Cell

8 June 2023

Riverdale City  
4600 South Weber River Drive  
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director  
Proj: **Take 5 – 4021 and 4023 Riverdale Road, Riverdale City**  
Subj: Lot Split – Review #1

Dear Mike,

Attached for consideration is our engineering review of the “Take 5 Subdivision” lot split.

1. The “Reciprocal Easement Agreement” has incorrect references to Parcel A and Parcel B. The plat appears to have only identified 1 and 2. The plat or agreement need to match or have some correlation between the two.
2. The exhibits need to be attached/identified within the “Reciprocal Easement Agreement”
3. On the “Reciprocal Easement Agreement” there is a sheet for Parcel B Legal Description but not Parcel A description.
4. The SWPPP needs to be resubmitted with signatures required for owners of Parcel A and Parcel B.
5. The “Reciprocal Easement Agreement” #2.b.i references Washington Blvd. Please correct.
6. In the “Reciprocal Easement Agreement” #6 references a light pole on parcel B with its meter on parcel A and the responsibilities then references a light pole on Parcel A with parcel B owner fully responsible for maintenance or repair. Need to verify these requirements.

We would be happy to meet with the Developer and/or his Engineer to review the above items should they have any questions.

Sincerely,  
**CEC, Civil Engineering Consultants, PLLC.**



R. Todd Freeman, S.E., P.E.  
*City Engineer*

Cc. Shawn Douglas, Public Works Director  
Jeff Woody, Building Official and Inspector



5 September 2023

Riverdale City  
4600 South Weber River Drive  
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director  
Proj: **Take 5 – 4021 and 4023 Riverdale Road, Riverdale City**  
Subj: Lot Split – Review #2

Dear Mike,

Attached for consideration is our engineering review of the “Take 5 Subdivision” lot split.

1. The “Reciprocal Easement Agreement” has incorrect references to Parcel A and Parcel B. The plat appears to have only identified 1 and 2. The plat or agreement need to match or have some correlation between the two.
2. The exhibits need to be attached/identified within the “Reciprocal Easement Agreement”
3. On the “Reciprocal Easement Agreement” there is a sheet for Parcel B Legal Description but not Parcel A description.
4. The “Reciprocal Easement Agreement” #2.b.i references Washington Blvd. Please correct. The access to the access road does not appear to be correct between the parcels.
5. In the “Reciprocal Easement Agreement” #6 references a light pole on parcel B with its meter on parcel A and the responsibility for parcel B owner to pay parcel A owner since the meter is on parcel A. Then it states that parcel B owner is responsible for all for maintenance or repair for a light pole located on Parcel A (is this a difference light pole?). Need to verify these requirements.

We would be happy to meet with the Developer and/or his Engineer to review the above items should they have any questions.

Sincerely,  
**CEC, Civil Engineering Consultants, PLLC.**



R. Todd Freeman, S.E., P.E.  
*City Engineer*

Cc. Shawn Douglas, Public Works Director  
Jeff Woody, Building Official and Inspector

## RECIPROCAL EASEMENT AGREEMENT

This Reciprocal Easements Agreement (the "**Agreement**") is made and entered into as of \_\_\_\_\_, by and between Blue Lube Properties – Riverdale, LLC, a Utah limited liability company located at 1413 E. Nashi Lane, Draper, Utah 84020 ("**Parcel 1 Owner**"), and Blue Lube Properties – Riverdale, LLC, located at 1413 E. Nashi Lane, Draper, Utah 84020, ("**Parcel 2 Owner**") collectively referred to as the "Parties."

WHEREAS, the Parcel 1 Owner is the owner of that certain real property situated in Riverdale, Weber County, State of Utah, more particularly described on Exhibit A attached hereto and incorporated herein by this reference ("**Parcel 1**").

WHEREAS, the Parcel 2 Owner is the owner of that certain real property situated in Riverdale, Weber County, State of Utah, more particularly described on Exhibit B attached hereto and incorporated herein by this reference ("**Parcel 2**").

WHEREAS, Parcel 1 Owner and Parcel 2 Owner desire to establish reciprocal easements to provide for access, drainage and set forth the terms for the sharing of certain utilities.

WHEREAS, the Parties intend to formalize their rights and obligations regarding the aforementioned easements through this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

### 1. Definitions:

"**Access Easement and Storm Drain Easement Area**" means the portion of Parcel 1 and Parcel 2 more particularly described in Exhibit C.

"**Access Easements**" means the easements respectively granted in Sections 2(a) and 2(b).

"**Storm Drain Easements**" means the easements respectively granted in Sections 3(a) and 3(b).

"**Force Majeure Event**" has the meaning assigned to it in Section .

"**Use**" means the use of the Easements described in Section 2(c).

### 2. Access Easement.

(a) **Grant as to Parcel 1.** Parcel 1 Owner hereby grants and conveys to Parcel 2 Owner and any future owner of Parcel 2, and to their respective heirs, successors, assigns, and personal representatives, a perpetual, non-exclusive, rent-free right-of-way easement over and through the Easement Area on Parcel 1, for the benefit of, and for ingress to and egress from, Parcel 2.

(i) **Future Development.** If Parcel 1 Owner or a future owner of Parcel 1 wishes to develop or improve Parcel 1 in such a way that a reasonable modification of the Easement Area is required, Parcel 2 Owner and all future owners of Parcel 2 shall negotiate in good faith with Parcel 1 Owner or the future owner(s) of Parcel 1 to effect a modification.

(ii) **No Erection of Barriers.** Neither Parcel 1 Owner nor any future owner of Parcel 1 may erect any barriers or other improvements within the Easement Area. Both Parcel 1 Owner and all future owners of Parcel 1 shall erect all fencing and other improvements to Parcel 1 outside of the Easement Area.

(iii) **Striping of Pavement.** Parcel 2 Owner and future owners of Parcel 2 may cause striping to be painted upon the pavement of the Easement Area to guide traffic in a manner consistent with the purpose of the Easements and the Use.

(iv) **No Other Improvements.** In no event may Parcel 2 Owner or any future owner of Parcel 2 erect improvements within the Easement Area higher than ground level without first obtaining the written consent of Parcel 1 Owner or the current owner(s) of Parcel 1.

(b) **Grant as to Parcel 2.** Parcel 2 Owner hereby grants and conveys to Parcel 1 Owner and any future owner of Parcel 1, and to their respective heirs, successors, assigns, and personal representatives, a perpetual, non-exclusive, rent-free right-of-way easement over and through the portions of the Access Easement Area on Parcel 2.

(i) **Future Development.** Grantees and future owners of Parcel 2 may develop or alter the existing improvements upon Parcel 2, provided that a reasonable path of ingress and egress between Parcel 1 and the neighboring commercial center drive is maintained.

(ii) **No Erection of Barriers.** Neither Parcel 2 Owner nor any future owner of Parcel 2 may erect any barriers or other improvements within the Easement Area. Both Parcel 2 Owner and all future owners of Parcel 2 shall erect all fencing and other improvements to Parcel 2 outside of the Easement Area.

(iii) **Striping of Pavement.** Parcel 1 Owner and future owners of Parcel 1 may cause striping to be painted upon the pavement of the Easement Area to guide traffic in a manner consistent with the purpose of the Easements and the Use.

(iv) **No Other Improvements.** In no event may Parcel 1 Owner or any future owner of Parcel 2 erect improvements within the Easement Area higher than ground level without first obtaining the written consent of Parcel 2 Owner or the current owner(s) of Parcel 2.

(c) **Use.** The parties may use the Access Easements for ingress and egress by the parties, their tenants, and any of their respective clients, customers, employees, vendors, invitees, and licensees.

(d) **Maintenance.** The parties shall pay the costs of maintaining and improving their respective parcels, including the Access Easement Area, consistent with the purpose of the Access Easements and so as to facilitate the Use, both now and in the future.

### **3. Storm Drain Easement.**

(a) **Grant as to Parcel 2.** Parcel 1 Owner hereby grants to Parcel 2 Owner a perpetual non-exclusive easement for drainage of stormwater over and across the Drainage Area.

(b) **Grant as to Parcel 1.** Parcel 2 Owner hereby grants to Parcel 1 Owner a perpetual, non-exclusive easement for drainage of stormwater over and across the Drainage Area.

(c) **Maintenance and Repair.** Each Parcel Owner shall have the right to maintain, improve, and repair the drainage easement, including the right to clear, excavate, or otherwise alter the drainage path to ensure proper drainage. The Parties shall share the responsibility and costs equally for the regular maintenance and repair of the underground piping and underground detention system of the stormwater and drainage system, unless one Party is responsible for the damage or negligence leading to the repair. Any maintenance or repair expenses incurred by either Party shall be promptly communicated to the other Party, including a detailed breakdown of the expenses.

(d) **SWMP Plan.** Each Parcel Owner shall collaborate in the development of a comprehensive Stormwater Management Plan (SWMP) for each respective Parcel, in accordance with all applicable laws, regulations, and guidelines. The SWMP shall address stormwater runoff, erosion control, sedimentation, and other related matters, with the objective of minimizing adverse environmental impacts and maintaining water quality.

(e) **Failure to Maintain.** If any party fails to maintain or improve its respective parcel as required by Section 2(c), the owner of the other parcel may perform the neglected maintenance or improvements and recover the costs thereof from any owner which neglected it, subject to Section 2(f); provided, however, that no party may, under this Section, erect any improvements higher than ground-level.

(f) **Notice; Cure Period; Liens.** A party seeking to undertake neglected maintenance or improvements as provided in Section 2(e) , shall:

(i) first give notice to the party which owns the parcel as to which maintenance or improvements are neglected, based upon records on file with the Weber County Recorder, unless in an emergency;

(ii) only undertake the neglected maintenance or improvements if the party to which notice was sent has failed to cure the neglect within 14 calendar days after notice is received, unless in an emergency; and

(iii) ensure that the costs of the maintenance or improvements are promptly paid so as to avoid the imposition of any lien or charge against all or any portion of Parcel 1 or Parcel 2.

**4. Legal Compliance.** The parties shall ensure all maintenance and improvements to Parcel 1 and Parcel 2 are constructed in:

(a) a workmanlike manner; and

(b) compliance with the applicable statutes, ordinances, rules, and regulations of all governing authorities, as they may be amended from time to time.

**5. Irrigation and Landscaping.** Each parcel has its own irrigation and landscaping. Each of the Parties will be responsible for the costs and expenses related to such irrigation and landscaping on their respective parcel. Parcel 1 Parcel 2

**6. Light Pole on Parcel 1.** Parcel 2 Owner agrees to pay to Parcel 1 Owner a fee of \$\_\_\_\_\_ each month to cover the electricity cost of the light pole on Parcel 2 that is connected to the meter located on Parcel 1. In addition, Parcel 2 Owner shall be responsible for all maintenance or repair to the Light Pole located on Parcel 1.

**7. Parking.**

(a) **Sharing of Parking Stalls.** The Parties agree to allocate the parking stalls as identified on Exhibit C in a manner that ensures fair and equitable access for both parcels to ensure that each Parcel has the necessary parking stalls required to meet any city code or other requirement.

(b) **Authorized Use of Stalls.** The Parties agree that the parking stalls shall only be used for parking authorized vehicles and shall not be used for storage, repairs, or any other purpose without prior consent from the other Party.

(c) **Maintenance and Repair.** Each Party shall be responsible for the maintenance and repair of the parking stalls located on their respective parcels including, but not limited to sweeping, removing debris, repairs or replacements.

**8. Trash Receptacle.** The Parties agree to share equally in the monthly costs for the dumpster located on Parcel 1.

**9. Reservation of Rights.** The parties reserve all rights to their respective parcels which are not expressly granted in this Agreement, including the right to grant additional easements, provided that the parties' exercise of reserved rights in no way interferes with the exercise of any rights granted in this Agreement.

**10. Transferability.** The parties to this Agreement intend for the Easements and other rights granted in this Agreement to run with the land.

(a) **Binding Effect.** The Easements and other rights granted in this Agreement inure to the benefit of and are binding upon the parties and their respective grantees, heirs, successors, and assigns. References to a party or to parties include the future owners of Parcel 1 and Parcel 2.

**11. Limitation of Liability.** No party may be held liable for any damages to, or loss of personal property or equipment sustained by, any user of the Easements, whether or not the party is insured, and even if such loss is caused by the party's own negligence.

(a) **Limit on Damages.** NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT OR OTHERWISE, IN THE EVENT OF A PARTY'S DEFAULT, THE DEFAULTING PARTY MAY NOT BE HELD LIABLE FOR ANY INDIRECT, PUNITIVE, SPECIAL, CONSEQUENTIAL, OR INCIDENTAL DAMAGES WHATSOEVER, INCLUDING ANY LOSS OF GOODWILL OR LOSS OF PROFITS.

**12. Further Covenants.** Each party shall take such further actions, and execute such further instruments, as may reasonably be necessary to give effect to the Easements, promises, and other terms of this Agreement.

**13. Means of Notice.** Notice required under this Agreement must be in writing and must be:

(a) delivered in person to the owner(s) of record of the parcel to which notice pertains, or if any owner is a non-natural person, to that owner's officer, director, manager, or partner, in either which case notice is deemed given at the time it is received; or

(b) sent by Certified Mail, return receipt requested, to the mailing address on file with the Weber County Recorder's office for receipt of property tax documents as to the parcel to which notice pertains, in which case notice is deemed given at the time of acceptance, attempted delivery, rejection, or refusal, whichever is earlier.

**14. Force Majeure Event.** "Force Majeure Event" means any act or event, whether foreseen or unforeseen, that meets all three of the following tests:

(a) The act or event prevents a party, in whole or in part, from:

(i) performing any obligation under this Agreement; or

(ii) satisfying any condition to any obligation of the other party under this Agreement;

(b) The act or event is beyond the reasonable control of and not the fault of the non-performing party; and

(i) The nonperforming party has been unable to avoid or overcome the act or event by the exercise of due diligence.

(c) In the case of a Force Majeure Event, the parties are excused from performance of their obligations under this Agreement, until the time when the Force Majeure Event no longer exists.

**15. Amendment.** The parties may amend this Agreement from time to time. All amendments must be in writing, be signed by both parties, and identify themselves as amendments to this Agreement.

- 16. Merger.** This Agreement constitutes the final, exclusive agreement between the parties on the matters pertaining to the Easements. All earlier and contemporaneous negotiations and agreements between the parties on the Easements are expressly merged into and superseded by this Agreement.
- 17. Severability.** If any provision of this Agreement is determined by a court of competent jurisdiction to be illegal or unenforceable, then it is to that extent omitted, and so long as the essential provisions of this Agreement for each party remain legal and enforceable, all other provisions of this Agreement remain in full force and effect.
- 18. Waiver.** Any waiver or discharge of a party's obligations under this Agreement must be in writing, be signed by both parties, and identify the obligation being waived or discharged. No waiver by any party of any obligation under this Agreement constitutes a waiver of any other obligation, or of the same obligation at another time.
- 19. Effective Date.** The parties each executed this Agreement on the date that accompanies their respective signatures, but it is effective on the Effective Date.
- 20. Internal References.** Unless otherwise noted, all references in this Agreement to articles, sections, and exhibits, are references to articles, sections, and exhibits of this Agreement.
- 21. Attorney Fees.** In the event of a dispute between the parties arising from or relating to this Agreement, the party which does not prevail in that dispute shall pay to the party which does prevail in that dispute the prevailing party's reasonable costs and attorney fees.
- 22. Governing Law.** The laws of the State of Utah (without giving effect to its conflict of laws principles) govern all matters arising under or relating to this Agreement, including torts.
- 23. Choice of Venue.** The parties shall bring any claim or cause of action arising under or relating to this Agreement in either, and expressly consent to the jurisdiction of both:
- (a) **Federal Court.** The Courts of the United States located in Salt Lake County, State of Utah, if those courts have subject matter jurisdiction over the claim or cause of action; or
  - (b) **State Court.** The courts of the State of Utah located in Weber County.
- 24. Remedies.** The articulation of any remedies in this Agreement is without prejudice to any remedies the parties may otherwise have, at law or in equity.
- 25. Authority of Signatories.** Each signatory to this Agreement represents and warrants that he or she is authorized to sign on behalf of the party for whom he or she signs and that his or her signature creates a binding and enforceable obligation of the party on behalf of which the signatory is signing.
- 26. Counterparts.** This Agreement may be executed in counterparts, each of which is an original but all of which, taken together, constitute one and the same agreement.

*[Remainder Intentionally Left Blank; Signatures Follow]*





IN WITNESS WHEREOF, each party has executed and delivered this Agreement on the date that accompanies that party's signature.

PARCEL 1 OWNER:

Blue Lube Properties – Riverdale, LLC

\_\_\_\_\_  
By: Jared Whatcott  
Its: Manager

Date: \_\_\_\_\_

PARCEL 2 OWNER:

Blue Lube Properties – Riverdale, LLC

\_\_\_\_\_  
By: Jared Whatcott  
Its: Manager

Date: \_\_\_\_\_

*Exhibit A*

*Parcel 1 Legal Description*

*Exhibit B*

*Parcel 2 Legal Description*

*Exhibit C*

*Access Easement and Storm Drain Easement Area as shown on*

*Take 5 Subdivision as recorded in the Weber County Recorder's office as entry no. \_\_\_\_\_*

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
March 19, 2024**

**AGENDA ITEM: G3**

**SUBJECT:** Consideration of Resolution #2024-05 awarding a bid for the 2024 Roadway Crack Seal Project to Rock Ridge Construction.

**PRESENTER:** Shawn Douglas, Public Works

**INFORMATION:**

- a. [Executive Summary](#)
- b. [Resolution #2024-05](#)
- c. [Engineer Letter of Recommendation](#)
- d. [Bid Results](#)
- e. [Bid Proposal Tabulation](#)

**[BACK TO AGENDA](#)**



## City Council Executive Summary

For the Council meeting on:  
March 19 2024

Petitioner:  
Shawn Douglas, Public Works Director

### Summary of Proposed Action

Consideration of Resolution No. 2024-05 approving the 2024 Roadway Crack Seal Project

### Summary of Supporting Facts & Options

On March 7<sup>th</sup> 2024 the City conducted the bid opening for the 2024 Roadway Crack Seal Project. The low bidder was Ridge Rock Construction in the amount of \$39,585.00. The city engineer has reviewed the bids and determined Ridge Rock Construction has met the bid requirements and recommends approval. I would recommend approval of the contract with a 10% contingency in an amount not to exceed \$43,543.50.

### Legal Comments – City Attorney

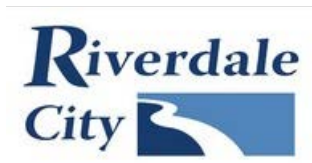
\_\_\_\_\_  
Steve Brooks, Attorney

### Fiscal Comments – Business Administrator/Budget Officer

\_\_\_\_\_  
Cody Cardon,  
Business Administrator

### Administrative Comments – City Administrator

\_\_\_\_\_  
Steve Brooks,  
City Administrator



**RESOLUTION NO. 2024-05**

**A RESOLUTION ACCEPTING A BID ON THE 2024 ROADWAY CRACK SEAL PROJECT, FOR AN AMOUNT NOT TO EXCEED \$43,543.50 TO RIDGE ROCK CONSTRUCTION AND AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT(S) FOR THE PROJECT**

**WHEREAS**, the city staff has prepared a report and the results on the above captioned subject which is attached hereto as Exhibit "A," detailing the work, bids and submissions concerning the 2024 Roadway Crack Seal Project; and

**WHEREAS**, the above noted project has been previously discussed and planned for as one that needs to be addressed and has gone through all the legal and usual processes in preparation for this type of bidding and work; and

**WHEREAS**, the City Council has duly considered the subject and the recommendation(s) contained in the staff report(s); and

**WHEREAS**, interested parties and the public, if any, have had the opportunity to be heard on the subject.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Riverdale City does hereby adopt the staff report attached hereto as Exhibit "A", with the recommendation(s) contained therein and hereby awards the contract to Ridge Rock Construction.

**FURTHER**, the Council instructs that the Mayor is hereby authorized to enter into a contract(s) with Ridge Rock Construction at a cost not to exceed **\$43,543.50**, for the 2024 Roadway Crack Seal Project.

**ADOPTED** by the City Council of the City of Riverdale at a regular meeting thereof this 19<sup>th</sup> day of March 2024 and shall take effect at the earliest date allowed by law.

---

BRADEN MITCHELL, Mayor

ATTEST:

---

Michelle Marigoni, City Recorder

**VOTE:**

Alan Arnold	_____	Yes	_____	No	_____	Absent
Bart Stevens	_____	Yes	_____	No	_____	Absent
Anne Hansen	_____	Yes	_____	No	_____	Absent
Michael Richter	_____	Yes	_____	No	_____	Absent
Stacey Haws	_____	Yes	_____	No	_____	Absent



5141 South 1500 West  
Riverdale City, Utah 84405  
801-866-0550

11<sup>th</sup> March 2024

Riverdale City  
4600 South Weber River Drive  
Riverdale, Utah 84405

Attn: Mayor Braden Mitchell and City Council  
Proj: **2024 Roadway Crack Seal Project**  
Subj: Bid Results, Bid Proposal Tabulation & Recommendation

Dear Mayor Mitchell and Council Members,

The “Bid Opening” for the above referenced project was conducted Thursday, March 7<sup>th</sup> 2024. The lowest responsible bidder is Ridge Rock Construction of Bluffdale, Utah.

Enclosed are the “Bid Results” and “Bid Proposal Tabulation”. Ridge Rock Construction’s bid was reviewed and found to meet the bidding conditions required in the Contract Documents.

Since Ridge Rock Construction’s bid is the low bid for the advertised project, and their bid meets the conditions of the Contract Documents, I herewith recommend award of the above referenced project in the amount of \$39,585.00

Should you have any questions or desire additional information concerning the contractor or his bid, please feel free to contact our office at your earliest convenience.

Sincerely,  
**CEC, Civil Engineering Consultants, PLLC.**

R. Todd Freeman, S.E., P.E.  
*City Engineer*

Cc: Shawn Douglas, Public Works Director



## BID RESULTS

### 2024 Roadway Crack Seal Project

OWNER: RIVERDALE CITY  
ENGINEER: CEC, CIVIL ENGINEERING CONSULTANTS, PLLC.

BID DATE: March 7<sup>th</sup>, 2024  
TIME: 2:00 PM

BID LOCATION: Riverdale City Offices  
4600 South Weber River Drive  
Riverdale City, Utah 84405

BIDDERS NAME	ADDENDUM	BID BOND	BID AMOUNT
Ridge Rock	n/a	X	\$39,585.00
Andersen Asphalt	n/a	X	\$43,452.74
CKC Operations	n/a	X	\$45,623.03
Morgan Pavement	n/a	X	\$49,653.00
On Site	n/a	X	\$55,285.03
Advance Paving	n/a	X	\$59,795.50
Asphalt Preservation	n/a	X	\$60,398.80
C&B Asphalt	n/a	X	\$109,871.68

## BID PROPOSAL TABULATION

**PROJECT NAME:** 2024 Roadway Crack Seal Project

**BID DATE:** March 7th, 2024

**OWNER:** RIVERDALE CITY

**PUBLIC WORKS DIRECTOR:** SHAWN DOUGLAS

Bid Item	Description	Quantity	Unit	Ridge Rock 985 West 14600 South Bluffdale, Utah 84065		Andersen Asphalt LLC 1710 South 2050 West West Haven, Utah 84401		CKC Operations, LLC PO Box 184 Altamont, Utah 84001	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
Schedule A: 1000 West & 4300 South (approximately 4,550 sy).									
A1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$1,409.00	\$1,409.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
A2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$1,550.00	\$1,550.00	\$2,307.37	\$2,307.37	\$1,581.31	\$1,581.31
Sub-Total Schedule A:				\$2,959.00		\$2,307.37		\$2,581.31	
Schedule B: River Valley Drive (approximately 5,950 sy).									
B1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$1,395.00	\$1,395.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
B2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$2,025.00	\$2,025.00	\$2,822.85	\$2,822.85	\$2,079.30	\$2,079.30
Sub-Total Schedule B:				\$3,420.00		\$2,822.85		\$3,079.30	

Bid Item	Description	Quantity	Unit	Ridge Rock 985 West 14600 South Bluffdale, Utah 84065		Andersen Asphalt LLC 1710 South 2050 West West Haven, Utah 84401		CKC Operations, LLC PO Box 184 Altamont, Utah 84001	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
Schedule C: 950 West (approximately 5,850 sy).									
C1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$1,398.00	\$1,398.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
C2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$2,125.00	\$2,125.00	\$2,033.41	\$2,033.41	\$2,048.80	\$2,048.80
Sub-Total Schedule C:					\$3,523.00		\$2,033.41		\$3,048.80
Schedule D: Ritter Drive (approximately 14,360 sy).									
D1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$1,480.00	\$1,480.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
D2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$4,635.00	\$4,635.00	\$6,460.91	\$6,460.91	\$5,852.22	\$5,852.22
Sub-Total Schedule D:					\$6,115.00		\$6,460.91		\$6,852.22
Schedule E: 900 West (approximately 7,000 sy).									
E1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$1,460.00	\$1,460.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00

Bid Item	Description	Quantity	Unit	Ridge Rock 985 West 14600 South Bluffdale, Utah 84065		Andersen Asphalt LLC 1710 South 2050 West West Haven, Utah 84401		CKC Operations, LLC PO Box 184 Altamont, Utah 84001	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
E2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$2,640.00	\$2,640.00	\$3,549.89	\$3,549.89	\$2,323.22	\$2,323.22
	<b>Sub-Total Schedule E:</b>				<b>\$4,100.00</b>		<b>\$3,549.89</b>		<b>\$3,323.22</b>
<b>Schedule F: 300 West (approximately 18,100 sy).</b>									
F1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$1,550.00	\$1,550.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
F2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$5,798.00	\$5,798.00	\$15,381.86	\$15,381.86	\$7,689.14	\$7,689.14
	<b>Sub-Total Schedule F:</b>				<b>\$7,348.00</b>		<b>\$15,381.86</b>		<b>\$8,689.14</b>
<b>Schedule G: Parker Drive (approximately 39,230 sy).</b>									
G1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$2,340.00	\$2,340.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00
G2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$9,780.00	\$9,780.00	\$10,896.45	\$10,896.45	\$15,049.04	\$15,049.04
	<b>Sub-Total Schedule G:</b>				<b>\$12,120.00</b>		<b>\$10,896.45</b>		<b>\$18,049.04</b>

Bid Item	Description	Quantity	Unit	Ridge Rock 985 West 14600 South Bluffdale, Utah 84065		Andersen Asphalt LLC 1710 South 2050 West West Haven, Utah 84401		CKC Operations, LLC PO Box 184 Altamont, Utah 84001	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
	<b>TOTAL SCHEDULE A: 1000 West &amp; 4300 South:</b>				<b>\$2,959.00</b>		<b>\$2,307.37</b>		<b>\$2,581.31</b>
	<b>TOTAL SCHEDULE B: River Valley Drive:</b>				<b>\$3,420.00</b>		<b>\$2,822.85</b>		<b>\$3,079.30</b>
	<b>TOTAL SCHEDULE C: 950 West:</b>				<b>\$3,523.00</b>		<b>\$2,033.41</b>		<b>\$3,048.80</b>
	<b>TOTAL SCHEDULE D: Ritter Drive:</b>				<b>\$6,115.00</b>		<b>\$6,460.91</b>		<b>\$6,852.22</b>
	<b>TOTAL SCHEDULE E: 900 West:</b>				<b>\$4,100.00</b>		<b>\$3,549.89</b>		<b>\$3,323.22</b>
	<b>TOTAL SCHEDULE F: 300 West :</b>				<b>\$7,348.00</b>		<b>\$15,381.86</b>		<b>\$8,689.14</b>
	<b>TOTAL SCHEDULE G: Parker Drive:</b>				<b>\$12,120.00</b>		<b>\$10,896.45</b>		<b>\$18,049.04</b>
<b>TOTAL BID:</b>				<b>\$39,585.00</b>		<b>\$43,452.74</b>		<b>\$45,623.03</b>	
Surety Company				United States Fire Insurance Company		United Fire & Casualty Company		The Gray Casualty & Surety Company	
City, State				Morristown, New Jersey		Cedar Rapids, Iowa		Metairie, Louisiana	
Bid Security - Bid Bond Amount				5%		5%		5%	
Contractor's License Number				5285191-5501		9220677-5501		9758274-5501	

## BID PROPOSAL TABULATION

**PROJECT NAME:** 2024 Roadway Crack Seal Project

**BID DATE:** March 7th, 2024

**OWNER:** RIVERDALE CITY

**PUBLIC WORKS DIRECTOR:** SHAWN DOUGLAS

Bid Item	Description	Quantity	Unit	Morgan Pavement Maintenance 625 South Main Clearfield, Utah 84015		OnSite Asphalt LLC 1636 South 1100 West Ogden, Utah 84404		Advanced Paving & Construction 1689 West 2550 South Ogden, Utah 84401	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
Schedule A: 1000 West & 4300 South (approximately 4,550 sy).									
A1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$685.00	\$685.00	\$500.00	\$500.00	\$819.00	\$819.00
A2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$2,147.60	\$2,147.60	\$2,574.94	\$2,574.94	\$2,457.00	\$2,457.00
Sub-Total Schedule A:					\$2,832.60		\$3,074.94		\$3,276.00
Schedule B: River Valley Drive (approximately 5,950 sy).									
B1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$685.00	\$685.00	\$100.00	\$100.00	\$819.00	\$819.00
B2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$2,808.40	\$2,808.40	\$3,367.22	\$3,367.22	\$3,153.50	\$3,153.50
Sub-Total Schedule B:					\$3,493.40		\$3,467.22		\$3,972.50

Bid Item	Description	Quantity	Unit	Morgan Pavement Maintenance 625 South Main Clearfield, Utah 84015		OnSite Asphalt LLC 1636 South 1100 West Ogden, Utah 84404		Advanced Paving & Construction 1689 West 2550 South Ogden, Utah 84401	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
Schedule C: 950 West (approximately 5,850 sy).									
C1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$685.00	\$685.00	\$100.00	\$100.00	\$819.00	\$819.00
C2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$2,761.20	\$2,761.20	\$3,310.63	\$3,310.63	\$3,100.50	\$3,100.50
Sub-Total Schedule C:					\$3,446.20		\$3,410.63		\$3,919.50
Schedule D: Ritter Drive (approximately 14,360 sy).									
D1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$685.00	\$685.00	\$100.00	\$100.00	\$1,170.00	\$1,170.00
D2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$6,777.04	\$6,777.04	\$8,126.61	\$8,126.61	\$7,467.20	\$7,467.20
Sub-Total Schedule D:					\$7,462.04		\$8,226.61		\$8,637.20
Schedule E: 900 West (approximately 7,000 sy).									
E1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$685.00	\$685.00	\$100.00	\$100.00	\$3,000.00	\$3,000.00

Bid Item	Description	Quantity	Unit	Morgan Pavement Maintenance 625 South Main Clearfield, Utah 84015		OnSite Asphalt LLC 1636 South 1100 West Ogden, Utah 84404		Advanced Paving & Construction 1689 West 2550 South Ogden, Utah 84401	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
E2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$3,304.00	\$3,304.00	\$3,961.44	\$3,961.44	\$3,710.00	\$3,710.00
	<b>Sub-Total Schedule E:</b>				<b>\$3,989.00</b>		<b>\$4,061.44</b>		<b>\$6,710.00</b>
<b>Schedule F: 300 West (approximately 18,100 sy).</b>									
F1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$685.00	\$685.00	\$100.00	\$100.00	\$1,755.00	\$1,755.00
F2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$8,543.20	\$8,543.20	\$10,243.15	\$10,243.15	\$9,412.00	\$9,412.00
	<b>Sub-Total Schedule F:</b>				<b>\$9,228.20</b>		<b>\$10,343.15</b>		<b>\$11,167.00</b>
<b>Schedule G: Parker Drive (approximately 39,230 sy).</b>									
G1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$685.00	\$685.00	\$500.00	\$500.00	\$2,106.00	\$2,106.00
G2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$18,516.56	\$18,516.56	\$22,201.04	\$22,201.04	\$20,007.30	\$20,007.30
	<b>Sub-Total Schedule G:</b>				<b>\$19,201.56</b>		<b>\$22,701.04</b>		<b>\$22,113.30</b>



Bid Item	Description	Quantity	Unit	Morgan Pavement Maintenance 625 South Main Clearfield, Utah 84015		OnSite Asphalt LLC 1636 South 1100 West Ogden, Utah 84404		Advanced Paving & Construction 1689 West 2550 South Ogden, Utah 84401	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
	<b>TOTAL SCHEDULE A: 1000 West &amp; 4300 South:</b>				<b>\$2,832.60</b>		<b>\$3,074.94</b>		<b>\$3,276.00</b>
	<b>TOTAL SCHEDULE B: River Valley Drive:</b>				<b>\$3,493.40</b>		<b>\$3,467.22</b>		<b>\$3,972.50</b>
	<b>TOTAL SCHEDULE C: 950 West:</b>				<b>\$3,446.20</b>		<b>\$3,410.63</b>		<b>\$3,919.50</b>
	<b>TOTAL SCHEDULE D: Ritter Drive:</b>				<b>\$7,462.04</b>		<b>\$8,226.61</b>		<b>\$8,637.20</b>
	<b>TOTAL SCHEDULE E: 900 West:</b>				<b>\$3,989.00</b>		<b>\$4,061.44</b>		<b>\$6,710.00</b>
	<b>TOTAL SCHEDULE F: 300 West :</b>				<b>\$9,228.20</b>		<b>\$10,343.15</b>		<b>\$11,167.00</b>
	<b>TOTAL SCHEDULE G: Parker Drive:</b>				<b>\$19,201.56</b>		<b>\$22,701.04</b>		<b>\$22,113.30</b>
<b>TOTAL BID:</b>				<b>\$49,653.00</b>		<b>\$55,285.03</b>		<b>\$59,795.50</b>	
Surety Company				United States Fire Insurance Company		United States Fire Insurance Company		Old Republic Surety Company	
City, State				Morristown, New Jersey		Morristown, New Jersey		Milwaukee, Wisconsin	
Bid Security - Bid Bond Amount				5%		5%		5%	
Contractor's License Number				9798330-5501		10295872-5551		8698462-5501	

## BID PROPOSAL TABULATION

**PROJECT NAME:** 2024 Roadway Crack Seal Project

**BID DATE:** March 7th, 2024

**OWNER:** RIVERDALE CITY

**PUBLIC WORKS DIRECTOR:** SHAWN DOUGLAS

Bid Item	Description	Quantity	Unit	Asphalt Preservation 3490 W 3300 S, Building A, Unit 4 West Haven, Utah 84401		C & B Striping LLC 1957 North 5100 West Plain City, Utah 84404	
				Unit Price	Total Amount	Unit Price	Total Amount
Schedule A: 1000 West & 4300 South (approximately 4,550 sy).							
A1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$550.00	\$550.00	\$950.83	\$950.83
A2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$2,707.25	\$2,707.25	\$2,263.35	\$2,263.35
Sub-Total Schedule A:					\$3,257.25		\$3,214.18
Schedule B: River Valley Drive (approximately 5,950 sy).							
B1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$550.00	\$550.00	\$977.71	\$977.71
B2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$3,540.25	\$3,540.25	\$2,252.10	\$2,252.10
Sub-Total Schedule B:					\$4,090.25		\$3,229.81

Bid Item	Description	Quantity	Unit	Asphalt Preservation 3490 W 3300 S, Building A, Unit 4 West Haven, Utah 84401		C & B Striping LLC 1957 North 5100 West Plain City, Utah 84404	
				Unit Price	Total Amount	Unit Price	Total Amount
Schedule C: 950 West (approximately 5,850 sy).							
C1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$550.00	\$550.00	\$977.71	\$977.71
C2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$3,480.75	\$3,480.75	\$1,725.22	\$1,725.22
	Sub-Total Schedule C:				\$4,030.75		\$2,702.93
Schedule D: Ritter Drive (approximately 14,360 sy).							
D1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$550.00	\$550.00	\$1,421.24	\$1,421.24
D2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$8,544.20	\$8,544.20	\$9,953.02	\$9,953.02
	Sub-Total Schedule D:				\$9,094.20		\$11,374.26
Schedule E: 900 West (approximately 7,000 sy).							
E1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$550.00	\$550.00	\$2,225.19	\$2,225.19

Bid Item	Description	Quantity	Unit	Asphalt Preservation 3490 W 3300 S, Building A, Unit 4 West Haven, Utah 84401		C & B Striping LLC 1957 North 5100 West Plain City, Utah 84404	
				Unit Price	Total Amount	Unit Price	Total Amount
E2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$4,165.00	\$4,165.00	\$4,080.17	\$4,080.17
		<b>Sub-Total Schedule E:</b>			<b>\$4,715.00</b>		<b>\$6,305.36</b>
<b>Schedule F: 300 West (approximately 18,100 sy).</b>							
F1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$550.00	\$550.00	\$2,115.90	\$2,115.90
F2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$10,769.50	\$10,769.50	\$25,633.76	\$25,633.76
		<b>Sub-Total Schedule F:</b>			<b>\$11,319.50</b>		<b>\$27,749.66</b>
<b>Schedule G: Parker Drive (approximately 39,230 sy).</b>							
G1.	Mobilization, bonds, insurance, SWPPP and traffic control.	1	ls	\$550.00	\$550.00	\$11,260.96	\$11,260.96
G2.	Preparation of roadways for crack seal material by cleaning the roadway cracks with a hot air lance with minimum 100 CFM (and disc wire wheel if required), disposal of waste materials and installation of crack seal material into roadway cracks, complete.	1	ls	\$23,341.85	\$23,341.85	\$44,034.52	\$44,034.52
		<b>Sub-Total Schedule G:</b>			<b>\$23,891.85</b>		<b>\$55,295.48</b>

Bid Item	Description	Quantity	Unit	Asphalt Preservation 3490 W 3300 S, Building A, Unit 4 West Haven, Utah 84401		C & B Striping LLC 1957 North 5100 West Plain City, Utah 84404	
				Unit Price	Total Amount	Unit Price	Total Amount
	<b>TOTAL SCHEDULE A: 1000 West &amp; 4300 South:</b>				<b>\$3,257.25</b>		<b>\$3,214.18</b>
	<b>TOTAL SCHEDULE B: River Valley Drive:</b>				<b>\$4,090.25</b>		<b>\$3,229.81</b>
	<b>TOTAL SCHEDULE C: 950 West:</b>				<b>\$4,030.75</b>		<b>\$2,702.93</b>
	<b>TOTAL SCHEDULE D: Ritter Drive:</b>				<b>\$9,094.20</b>		<b>\$11,374.26</b>
	<b>TOTAL SCHEDULE E: 900 West:</b>				<b>\$4,715.00</b>		<b>\$6,305.36</b>
	<b>TOTAL SCHEDULE F: 300 West :</b>				<b>\$11,319.50</b>		<b>\$27,749.66</b>
	<b>TOTAL SCHEDULE G: Parker Drive:</b>				<b>\$23,891.85</b>		<b>\$55,295.48</b>
<b>TOTAL BID:</b>				<b>\$60,398.80</b>		<b>\$109,871.68</b>	
Surety Company  City, State Bid Security - Bid Bond Amount Contractor's License Number				Employers Mutual Casualty Company  Des Moines, Iowa 5% 10455610-5501		The Cincinnati Insurance Company  Fairfield, Ohio 5% 9429801-5501	

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
March 19, 2024**

**AGENDA ITEM: G4**

**SUBJECT:** Consideration of Resolution #2024-06 accepting the Annual Municipal Wastewater Report.

**PRESENTER:** Shawn Douglas, Public Works

**INFORMATION:**

- a. [Executive Summary](#)
- b. [Resolution #2024-06](#)
- c. [2024 Wastewater Report](#)

**[BACK TO AGENDA](#)**



## City Council Executive Summary

For the Council meeting on:  
March 19, 2024

Petitioner:  
Shawn Douglas, Public Works Dir.

### Summary of Proposed Action

Consideration of Resolution No 2024-06 accepting the Annual Municipal Wastewater Report.

### Summary of Supporting Facts & Options

The Municipal Wastewater Planning Program is required by the State Division of Water Quality. We have completed the report as required by the Division of Water Quality. Our system is in good condition and the maintenance program that we have in place keeps it functioning well. During the last year we did not have any wastewater backups or overflows. I would recommend approval of the resolution.

### Legal Comments – City Attorney

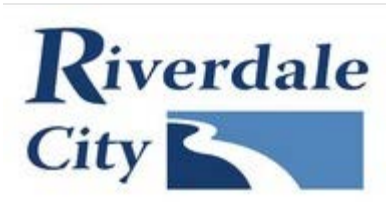
\_\_\_\_\_  
Steve Brooks, Attorney

### Fiscal Comments – Business Administrator/Budget Officer

\_\_\_\_\_  
Cody Cardon,  
Business Administrator

### Administrative Comments – City Administrator

\_\_\_\_\_  
Steve Brooks,  
City Administrator



## **RESOLUTION NO. 2024-06**

### **A RESOLUTION ADOPTING THE ANNUAL MUNICIPAL WASTEWATER REPORT COVERING ALL AREAS WITHIN THE INCORPORATED BOUNDARIES OF RIVERDALE CITY.**

**WHEREAS**, the City Council of Riverdale recognizes the importance of a waste water program to cover the areas of Riverdale City; and

**WHEREAS**, the City finds that in order to meet the requirements of the state of Utah's Sanitary Sewer Management Program and other entities, that certain items need to be performed and recorded; and

**WHEREAS**, the Council finds that it is in the best interest of the City and will promote the health, safety and general welfare of the community to review and accept the annual municipal waste water report as prepared by the Public Works Department for 2024, and directs them to take all appropriate actions and complete the necessary documentation in order to remain complaint with any state and federal requirements under the Wastewater Management Plan for the Riverdale City.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of the City of Riverdale that the annual municipal wastewater report has been prepared, reviewed accepted and deemed accurate as set forth in Attachment "A" and is hereby accepted and adopted as the official position of Riverdale City and that the City take all appropriate actions and complete the necessary documentation in order to remain compliant with any state and federal requirements under the Waste Water Management Plan for the city of Riverdale.

Passed the 19th day of March, 2024.

RIVERDALE CITY



By: \_\_\_\_\_  
Braden Mitchell, Mayor

Attest:

\_\_\_\_\_  
Michelle Marigoni, City Recorder

VOTE:

Alan Arnold	<input type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Absent
Bart Stevens	<input type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Absent
Michael Richter	<input type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Absent
Anne Hansen	<input type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Absent
Stacey Haws	<input type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Absent

# Full MWPP Survey - 2024

Municipal Wastewater Planning Program survey for 2024.

**sdouglas@riverdalecity.com** [Switch account](#)



\* Indicates required question

Email \*

sdouglas@riverdalecity.com

## Section I: General Information

Name of the Facility? \*

Riverdale City

What is the name of the person responsible for this organization? \*

Shawn Douglas



What is the title of the person responsible for this organization? \*

Public Works Director

What is the email Address for the person responsible for this organization? \*

sdouglas@riverdalecity.com

What is the phone number for the person responsible for this organization? \*

801-394-5541

Facility Location? \*

Please provide either Longitude and Latitude, address, or a written description of the location (with area or point).

4600 S Weber River Dr Riverdale Ut. 84404

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## Federal Facility Section

Are you a federal facility?

A federal facility is a military base, a national park, a facility associated with the forest service, etc.

☐ Yes

☒ No

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# Full MWPP Survey - 2024

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\* Indicates required question

## Financial Evaluation Section

This form is completed by [name]? \*

Shawn Douglas

## Part I: GENERAL QUESTIONS

Please answer the following questions regarding GENERAL QUESTIONS.

Are sewer revenues maintained in a dedicated purpose enterprise/district account?

☒ Yes

☐ No

[Clear selection](#)



Are you collecting 95% or more of your anticipated sewer revenue? \*

☒ Yes

☐ No

Are Debt Service Reserve Fund requirements being met?

☒ Yes

☐ No

Clear selection

Where are sewer revenues maintained?

☐ General Fund

☐ Combined Utilities Fund

☒ Other

What was the average annual User Charge for 2023?

If there is more than one rate divide the total municipal yearly User Charge collected, by the total number of connections.

\$27.45



Do you have a water and/or sewer customer assistance program (CAP)?

☐ Yes

☒ No

Clear selection

## Part II: OPERATING REVENUES AND RESERVES

Please answer the following questions regarding

OPERATING REVENUES AND RESERVES.

Are property taxes or other assessments applied to the sewer systems?

☐ Yes

☒ No

Clear selection

Revenue from these taxes =

N/A

Are sewer revenues sufficient to cover operations & maintenance costs, and repair & replacement costs (OM&R) at this time?

☒ Yes

☐ No

Clear selection



Are projected sewer revenues sufficient to cover operation, maintenance, and repair (OM&R) costs for the next five years?

☒ Yes

☐ No

Clear selection

Does the sewer system have sufficient staff to provide proper OM&R?

☒ Yes

☐ No

Clear selection

Has a repair and replacement sinking fund been established for the sewer system?

☐ Yes

☒ No

Clear selection

Is the repair & replacement sinking fund sufficient to meet anticipated needs?

☐ Yes

☒ No

Clear selection





### Part III: Capital Improvements, Revenues and Reserves.

Please answer the following questions regarding Capital Improvements, Revenues and Reserves.

Are sewer revenues sufficient to cover all costs of current capital improvements projects?

☒ Yes

☐ No

Clear selection

Has a Capital Improvements Reserve Fund been established to provide for anticipated capital improvement projects?

☒ Yes

☐ No

Clear selection

Are projected Capital Improvements Reserve Funds sufficient for the next five years?

☒ Yes

☐ No

Clear selection



Are projected Capital Improvements Reserve Funds sufficient for the next ten years?

☒ Yes

☐ No

Clear selection

Are projected Capital Improvements Reserve Funds sufficient for the next twenty years?

☒ Yes

☐ No

Clear selection

#### Part IV: FISCAL SUSTAINABILITY REVIEW

Please answer the following questions regarding FISCAL SUSTAINABILITY REVIEW.

Have you completed a rate study within the last five years?

☒ Yes

☐ No

Clear selection



Do you charge Impact fees?

☐ Yes

☒ No

Clear selection

Impact Fee (if not a flat fee, use average of all collected fees) =

N/A

Have you completed an impact fee study in accordance with UCA 11-36a-3 within the last five years?

☐ Yes

☒ No

Clear selection

Do you maintain a Plan of Operations?

☒ Yes

☐ No

Clear selection



Have you updated your Capital Facility Plan within the last five years?

☐ Yes

☒ No

Clear selection

In what year was the Capital Facility Plan last updated?

Currently Being Updated

Do you use an Asset Management system for your sewer systems?

☒ Yes

☐ No

Clear selection

Do you know the total replacement cost of your sewer system capital assets?

☒ Yes

☐ No

Clear selection

Replacement Cost =

7,378,395.00



Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?

☒ Yes

☐ No

Clear selection

What is the sewer/treatment system annual asset renewal cost as a percentage of its total replacement cost?

3

Describe the Asset Management System.

Check all that apply

☐ Spreadsheet

☐ GIS

☐ Accounting Software

☒ Specialized Software

Please answer the following: - 2023 Capital Assets Cumulative Depreciation?

140,094.00



Please answer the following: - 2023 Capital Assets Book Value?

Book Value = total cost - accumulated depreciation

4,032,222.00

#### Part V: PROJECTED CAPITAL INVESTMENT COSTS

Please answer the following questions regarding PROJECTED CAPITAL INVESTMENT COSTS.

Cost of projected capital improvements - Please enter a valid numerical value. - 2023?

300,000

Cost of projected capital improvements - Please enter a valid numerical value. - 2024 through 2028?

400,000

Cost of projected capital improvements - Please enter a valid numerical value. - 2029 through 2033?

500,000



Cost of projected capital improvements - Please enter a valid numerical value. - 2034 through 2038?

N/A

Cost of projected capital improvements - Please enter a valid numerical value. - 2039 through 2043?

N/A

Purpose of Capital Improvements - 2023?

Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☐ Increased Capacity

Purpose of projected Capital Improvements - 2024 through 2028?

Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☐ Increased Capacity





Purpose of projected Capital Improvements - 2029 through 2033?

Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☐ Increased Capacity

Purpose of projected Capital Improvements - 2034 through 2038?

Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☐ Increased Capacity

Purpose of projected Capital Improvements from 2039 through 2043?

Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☐ Increased Capacity

To the best of my knowledge, the Financial Evaluation section is completed and accurate.

- ☒ True
- ☐ False

Clear selection





Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to [wqinfodata@utah.gov](mailto:wqinfodata@utah.gov) and we will contact you as soon as possible. You may also visit our [Frequently Asked Questions](#) page.

Do you have a collection system?

The answer to this question is obvious in most cases, but for clarification, some wastewater systems consist of only wastewater collections (answer Yes). Some wastewater systems do not have a collection system but receive wastewater from separate collection system jurisdictions (answer No). Some wastewater systems have treatment and collections and consider their entire system as one entity (answer Yes). Some wastewater systems have treatment and collections, but consider their collections a separate entity from treatment (answer No). If you have treatment but have an independent collection system and you answered "No," you must enter your collection system separately as an independent response to the survey.

☒ Yes

☐ No

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## Collection System

The collection of wastewater in a system of pipes and possibly pump stations that deliver wastewater to a treatment system that may or may not be independent of the treatment system.

This form is completed by [name]?

The person completing this form may receive Continuing Education Units (CEUs).

Shawn Douglas

## Part I: SYSTEM DESCRIPTION

Please answer the following questions regarding SYSTEM DESCRIPTION.

What is the largest diameter pipe in the collection system?

Please enter the diameter in inches.

18



What is the average depth of the collection system?

Please enter the depth in feet.

7

What is the total length of sewer pipe in the collection system?

Please enter the length in miles.

34

How many lift/pump stations are there in the collection system?

0

What is the largest capacity lift/pump station in the collection system?

Please enter the design capacity in gpm.

N/A

Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more?

☐ Yes

☒ No

Clear selection



What year was your collection system first constructed (approximately)?

1958

In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed?

If more than one, cite the oldest.

1958

## Part II: DISCHARGES

Please answer the following questions regarding DISCHARGES.

How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?

0

How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)?

0



### Sanitary Sewer Overflow (SSO)

**Class 1** - a Significant SSO means a SSO backup that is not caused by a private lateral obstruction or problem that:

- (a) affects more than five private structures;
- (b) affects one or more public, commercial or industrial structure(s);
- (c) may result in a public health risk to the general public;
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- (e) discharges to Waters of the State.

**Class 2** - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria

What is the number of Class 1 SSOs in Calendar year 2023?

0

What is the number of Class 2 SSOs in Calendar year 2023?

0

Please indicate what caused the SSO(s) in the previous question.

N/A

Please specify whether the SSOs were caused by contract or tributary community, etc.

N/A





### Part III: NEW DEVELOPMENT

Please answer the following questions regarding NEW DEVELOPMENT.

Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more?

☐ Yes

☒ No

Clear selection

Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more?

☐ Yes

☒ No

Clear selection

What is the number of new commercial/industrial connections in 2023?

3

What is the number of new residential sewer connections added in 2023?

2



How many equivalent residential connections are served?

2156

#### Part IV: OPERATOR CERTIFICATION

Please answer the following questions regarding OPERATOR CERTIFICATION.

How many collection system operators do you employ?

5

What is the approximate population served?

8900

State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Collection System by: First and Last Name, Grade, and email.

Grades: Grade I, Grade II, Grade III, and Grade IV.

Shawn Douglas Grade II [sdouglas@riverdalecity.com](mailto:sdouglas@riverdalecity.com)



Please list all other Collection System operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV.

Norm Farrell Grade Grade II, Bart Poll Grade II

Please list all other Collection System operators by name and certification grade. Please separate names and certification grades for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV.

Travis Dahle Grade IV, Dallas Nalder Grade IV, Abe Torres Grade II

Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

☒ Yes

☐ No

Clear selection

#### Part V: FACILITY MAINTENANCE

Please answer the following questions regarding FACILITY MAINTENANCE.





Have you implemented a preventative maintenance program for your collection system?

☒ Yes

☐ No

Clear selection

Have you updated the collection system operations and maintenance manual within the past 5 years?

☒ Yes

☐ No

Clear selection

Do you have a written emergency response plan for sewer systems?

☒ Yes

☐ No

Clear selection

Do you have a written safety plan for sewer systems?

☒ Yes

☐ No

Clear selection



Is the entire collections system TV inspected at least every 5 years?

☐ Yes

☒ No

Clear selection

Is at least 85% of the collections system mapped in GIS?

☒ Yes

☐ No

Clear selection

#### Part VI: SSMP EVALUATION

Please answer the following questions regarding SSMP EVALUATION.

Have you completed a Sewer System Management Plan (SSMP)?

☒ Yes

☐ No

Clear selection



Has the SSMP been adopted by the permittee's governing body at a public meeting?

☒ Yes

☐ No

Clear selection

Has the completed SSMP been public noticed?

☒ Yes

☐ No

Clear selection

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SSMP Public Notice Date

Date of public notice?

Date

08/08/2015

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Continue 1

During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?

☐ Yes

☒ No

[Clear selection](#)

What adjustments were made to the SSMP (i.e. line cleaning, CCTV inspections, manhole inspections, and/or SSO events)?

N/A



During 2023, was any part of the SSMP audited as part of the five year audit?

☐ Yes

☒ No

Clear selection

If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit?

N/A

Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Plan?

☒ Yes

☐ No

Clear selection

#### Part VII: NARRATIVE EVALUATION

Please answer the following questions regarding NARRATIVE EVALUATION.

Describe the physical condition of the sewerage system: (lift stations, etc. included)

Good condition with some aging pipes



What sewerage system capital improvements does the utility need to implement in the next 10 years?

Pipe repair and replacement

What sewerage system problems, other than plugging, have you had over the last year?

None

Is your utility currently preparing or updating its capital facilities plan?

☒ Yes

☐ No

Clear selection

Does the municipality/district pay for the continuing education expenses of operators?

☒ 100%

☐ Partially

☐ Does not pay

Clear selection





Is there a written policy regarding continued education and training for wastewater operators?

☒ Yes

☐ No

Clear selection

Do you have any additional comments?

N/A

To the best of my knowledge, the Collections System section is completed and accurate

☒ True

☐ False

Clear selection

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to [wqinfodata@utah.gov](mailto:wqinfodata@utah.gov) and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

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## Wastewater Treatment Options

You have either just completed or just bypassed questions about a Collection System. This section (the questions below) determines the next set of questions that you will be presented based on the choice you make for treatment.

What kind of wastewater treatment do you have in your wastewater treatment system?

If you have treatment, you must choose from Mechanical Plant, Discharging Lagoon, or Non-Discharging Lagoon. If you don't have treatment then choose "No Treatment." Choose only one answer.

- ☐ Mechanical Plant
- ☐ Discharging Lagoon
- ☐ Non-Discharging Lagoon
- ☒ No Treatment of Wastewater

[Clear selection](#)

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\* Indicates required question

## Adopt & Sign

I have reviewed this report and to the best of my knowledge the information provided in this report is correct. \*

☒ True

☐ False

Has this been adopted by the City Council or District Board? \*

☐ yes

☒ No

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\* Indicates required question

Not Adopted by Council

What date will it be presented to the City Council or District Board? \*

Date

03/19/2024

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## End of Survey

This is the end of the survey. Please make sure you have submitted your responses for each section. Thank you for your participation.

☒ Send me a copy of my responses.

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Riverdale City Council  
Budget Planning Agenda  
Riverdale City Civic Center  
Tuesday-March 19, 2024 @ 6:30 pm  
(immediately following City Council meeting)

- Welcome Mayor Mitchell
- Session Objectives
  - Consensus Priorities for drafting FY 2024-2025 Budget Steve Brooks,  
LRB Public  
Advisors
    - Riverdale Senior Housing Review
- Fiscal Review
  - FYTD 2023-2024 Financial Review Cody Cardon
- Budget Requests and Priorities
  - Department Projects and Initiatives Steve Brooks  
Cody Cardon &  
Dept. Heads
    - Capital Improvement Plan Review
    - Enterprise Funds (Water, Sewer, Storm, Garbage)
    - Other Funds (Motor Pool, IT-Tech, & RDA)
- Department Reports and Statistics Steve Brooks  
Cody Cardon &  
Dept. Heads
  - Current Budget Appropriations
  - Department head update and concerns
    - Fire Department Discussion
    - Community Development Discussion/PID/Financing Options
- Consensus Priorities for drafting FY 2023-2024 Budget Council and Dept.  
Heads
  - Council Projects and Initiatives
    - Miscellaneous
    - RDA
    - Senior Center Update
- Adjourn

**(Next Meeting – Tuesday, May 7, 2024 –  
to review and adjust FY 2024-2025 Tentative Budget).**

In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Offices (801) 394-5541 at least 48 hours in advance of the meeting.

**Certificate of Posting**

The undersigned, duly appointed City Recorder, does hereby certify that the above agenda was posted within the Riverdale City limits on this 15th day of March, 2024 at the following locations:  
1) Riverdale City Hall Noticing Board 2) the City website at <http://www.riverdalecity.com/> 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html>.

Michelle Marigoni  
Riverdale City Recorder

**Riverdale City**  
**Capital Improvement Plan**

Projects by Department

<i>Department</i>	<i>Priority</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>
<b>Mayor/Council</b>						
New Chrome books/iPad						
<b>Mayor/Council Total</b>		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Business Administration</b>						
Software Licensing (Sophos, VMware, etc)						
New copy machine		\$15,000				
Server Replacement		\$80,000				
Civic Center Window Replacement			\$30,000			
<b>Business Administration Total</b>		<u>\$95,000</u>	<u>\$30,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Legal</b>						
New Copy Machine			\$15,000			
New Office Exterior Doors						
<b>Legal Total</b>		<u>\$0</u>	<u>\$15,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>City Administration</b>						
<b>City Administration Total</b>		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Building Development</b>						
Building Inspector new vehicle				\$50,000		
<b>Community Development Total</b>		<u>\$0</u>	<u>\$0</u>	<u>\$50,000</u>	<u>\$0</u>	<u>\$0</u>

Riverdale City  
Capital Improvement Plan

Projects by Department

Department	Priority	2024	2025	2026	2027	2028
<b>Community Development</b>						
<b>Community Development Total</b>		\$0	\$0	\$0	\$0	\$0
<b>Community Services</b>						
Bleacher Replacement		\$125,000				
Replace Residential Furnaces at the Community Center		\$6,000	\$6,000	\$6,000		
Parking lot improvements						
Camera System						
Scoreboard Replacement (RAMP Grant)						
Infield groomer		\$20,000				
Sanding and Repainting of Gym Floor						
Bathroom Remodel						
Replace Truck				\$10,000		
<b>Community Services Total</b>		<b>\$151,000</b>	<b>\$16,000</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Fire</b>						
AED						
Replace E41 Fire Engine						
Gurney and Load System						
Firefighter PPE and Equipment		\$50,000				\$30,000
Ambulance Replacement				\$300,000		
Replace Chief's truck and inspectors vehicle				\$110,000		
SCBA fill station			\$65,000			
Equipment - (saw, large diameter hose, hand tools, cancer prevention, RTF)						
Fire Station Improvements (Bathroom remodel)				\$45,000		
Copy Machine						
New Ladder Truck (Order 2026, expected delivery 2029)				\$1,850,000		
Radios		\$35,000				
Backup Fire Truck - E42 (Repaired)						
Replace Brush Truck						
Fire Inspector Office and Ice Machine				\$19,000		
<b>Fire Total</b>		<b>\$85,000</b>	<b>\$84,000</b>	<b>\$2,305,000</b>	<b>\$30,000</b>	<b>\$0</b>

**Riverdale City**  
**Capital Improvement Plan**

Projects by Department

<i>Department</i>	<i>Priority</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>
<b>Parks and Trails</b>						
Playground at lower Riverdale Park						
Jacobsen 5111 Mower			\$120,000			
Ford F-150						\$60,000
Chevy 3500 HD 4x4 Truck						
Case Tractor			\$60,000			
Grasshopper 725DT Mower						
Grasshopper 722D2 Mower			\$30,000			
Grasshopper 725DT Mower					\$35,000	
Chevy 2500 HD Utility Truck						\$85,000
Chevy 2500 HD						
Kubota RTV 900 UTV						
New ATV			\$14,000			
Playground at Golden Spike				\$100,000		
New Park?						
<b>Parks Total</b>		<b>\$0</b>	<b>\$224,000</b>	<b>\$100,000</b>	<b>\$35,000</b>	<b>\$145,000</b>
<b>Police</b>						
In-car and Body Camera System		\$160,000				
Police Fleet Replacement (14 vehicles)		\$800,000				
Replace Animal Control Truck and Code Enforcement					\$105,000	
Replace 2 Motorcycles						
5 Unmarked (Admin) Vehicles				\$275,000		
Body Armor			\$35,000			
New Laptops				\$80,000		
Replacement copy machine					\$10,000	
Radio Encryption/Replacement		\$55,000				
Evidence Storage Remodel			\$60,000			
Flock Cameras (upfront cost 8 cameras, recurring annual cost \$24,000)			\$27,200			
Evidence Locker Remodel						\$100,000
<b>Police Total</b>		<b>\$1,015,000</b>	<b>\$122,200</b>	<b>\$355,000</b>	<b>\$115,000</b>	<b>\$100,000</b>



**Riverdale City**  
**Capital Improvement Plan**

Projects by Department

<i>Department</i>	<i>Priority</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>
<b>Sewer</b>						
CFP Project 28 - 5175 S 1200 W Intersection, Spot Repair						
CFP Project 33 - 4399 S to 4375 S on 950 W Street, Pipe Liner						
CFP Project 34 - 4374 S to 4377 S on 950 W Street, Pipe Liner						
CFP Project 35 - 4375 S to 4350 S on 950 W Street, Pipe Liner						
CFP Project 36 - 4362 to 4382 S on 900 W Street, Pipe Liner						
CFP Project 37 - 4382 S 900 W Street, Spot Liner						
CFP Project 38 - 4396 S 800 W Street, Spot Liner						
CFP Project 39 - 1190 W 5175 S Street, Spot Repair						
CFP Project 40 - 5175 S 1200 W Street, Spot Repair						
CFP Project 41 - 1571 West Ritter Drive, Spot Repair						
CFP Project 42 - 5250 S 1250 W Street, Spot Repair						
CFP Project 43 - South Weber Drive, Spot Repair						
Ford F-150					\$55,000	
Ford F-550						\$80,000
Other Sewer Line repair projects		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Manhole collars						
Office upgrades						
<b>Sewer Total</b>		<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$355,000</b>	<b>\$380,000</b>

**Riverdale City**  
**Capital Improvement Plan**

Projects by Department

<i>Department</i>	<i>Priority</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>
<b>Storm Water</b>						
CFP Project 6 - 4800 S - 1700 W Intersection - Piping & Collection Improvements		\$21,000				
3800 S - 3900 S. Piping & Collection Improvements						
CFP Project 4 - 1150 W - 5500 S Intersect & 1106 W 5475 S - Improvements						
Storm Water Improvement Projects		\$200,000	\$250,000	\$250,000	\$300,000	\$300,000
Ford F550 Dump 4x4				\$80,000		
Elgin Sweeper - Currently Outsourcing						
Head gate Improvements						
Pumps						
Truck buy back program		\$50,000	\$55,000	\$58,000		
<b>Storm Water Total</b>		<b>\$271,000</b>	<b>\$305,000</b>	<b>\$388,000</b>	<b>\$300,000</b>	<b>\$300,000</b>
<b>Streets</b>						
Chevy 2500 HD 2x4						
Chevy 3500						
International Dump						\$300,000
Chevy 2500 HD 2x4						
Chevy Dump						
Freightliner Dump						
International Dump						
Weed Mower						
Asphalt Roller (rollover)			\$30,000			
Roundabout Improvements						
Commercial Snow blowers						
Loader (yearly rotation)						
<b>Street Light LED Conversion Project</b>						
Class "C" Road Projects		\$300,000	\$400,000	\$400,000	\$400,000	\$400,000
Local Option Road Projects (with rollovers)		\$500,000	\$600,000	\$600,000	\$600,000	\$600,000
<b>Streets Total</b>		<b>\$800,000</b>	<b>\$1,030,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,300,000</b>

**Riverdale City**  
**Capital Improvement Plan**

Projects by Department

<i>Department</i>	<i>Priority</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>
<b>Water</b>						
CFP Project 3 - 5400 S - 16" Transmission Pipeline Improvements						
CFP Project 4 - 1700 W Street, Pipeline Upgrade Improvements						
CFP Project 5 - Waterline Connection with Weber Basin						
Waterline Replacement Projects		\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
New Well						
Backhoe			\$140,000			
Radio read meters						
Truck buy back program		\$50,000	\$55,000	\$58,000		
Ford F150 4x4				\$58,000		
SCADA Upgrade						
Weber Control Box Upgrades						
Shop Bathroom Remodel						
<b>Water Total</b>		<b>\$550,000</b>	<b>\$695,000</b>	<b>\$616,000</b>	<b>\$500,000</b>	<b>\$500,000</b>
<b>Grand Total</b>		<b>\$3,267,000</b>	<b>\$2,821,200</b>	<b>\$5,070,000</b>	<b>\$2,335,000</b>	<b>\$2,725,000</b>
<b>RDA - Senior Housing Facility</b>						
Lunch Chairs (150 QTY)						
Carpeting (common areas)						
Painting (common areas)						
Roof replacement		\$80,000				
Door Lock System						
Blinds (common areas)						
Roof Top HVAC Units			\$100,000	\$100,000	\$100,000	\$100,000
Kitchen Appliances		\$30,000	\$30,000			
Camera System						
New Dinning Room Floor			\$50,000			
Landscaping						
Generator						
<b>RDA - Senior Housing Facility Total</b>		<b>\$110,000</b>	<b>\$180,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

Riverdale City  
Summary of Revenues/Expenditures - General Fund  
As of January 31, 2024

Percent of fiscal year that has elapsed

59%

**General Fund Revenues**

	Budget	YTD Actual	Percent
<i>Tax Revenue</i>	\$ 9,973,000	\$ 7,056,485	70.76%
<i>Licenses and Permits</i>	258,000	235,375	91.23%
<i>Intergovernmental Revenues</i>	2,434,600	766,581	31.49%
<i>Charges for Services</i>	570,300	403,439	70.74%
<i>Fines and Forfeitures</i>	420,000	403,921	96.17%
<i>Miscellaneous Revenue</i>	3,733,671	255,132	6.83%
Totals	<u>\$ 17,389,571</u>	<u>\$ 9,120,933</u>	<u>52.45%</u>

**General Fund Expenditures**

	Budget	YTD Actual	Percent
<i>Mayor/Council</i>	\$ 172,692	\$ 65,029	37.66%
<i>Legal</i>	638,413	371,573	58.20%
<i>City Administration</i>	272,964	164,654	60.32%
<i>Business Administration</i>	895,216	523,985	58.53%
<i>Building</i>	272,912	127,234	46.62%
<i>Non Departmental</i>	3,711,066	460,652	12.41%
<i>Police</i>	4,305,361	2,594,887	60.27%
<i>Fire</i>	2,165,259	1,369,925	63.27%
<i>Community Development</i>	361,178	199,040	55.11%
<i>Streets</i>	3,309,756	227,619	6.88%
<i>Parks</i>	576,884	303,773	52.66%
<i>Community Services</i>	707,870	419,815	59.31%
Totals	<u>\$ 17,389,571</u>	<u>\$ 6,828,186</u>	<u>39.27%</u>

Net Income \$ 2,292,747

Class C Road Net \$ 314,990

Local Option HWY/Transportation \$ 360,980

Net without Class C Roads and Local  
Option HWY/Transportation \$ 1,616,777

Riverdale City  
Year to Year Comparison - General Fund  
As of January 31, 2024

	Jan 2024	Jan 2023	
	YTD Actual	YTD Actual	Difference
<b>General Fund Revenues</b>			
<i>Tax Revenue</i>	\$ 7,056,485	\$ 7,099,222	\$ (42,737)
<i>Licenses and Permits</i>	235,375	296,140	(60,765)
<i>Intergovernmental Revenues</i>	766,581	1,239,828	(473,247)
<i>Charges for Services</i>	403,439	365,674	37,765
<i>Fines and Forfeitures</i>	403,921	303,248	100,673
<i>Miscellaneous Revenue</i>	255,132	164,977	90,155
Totals	<u>\$ 9,120,933</u>	<u>\$ 9,469,089</u>	<u>\$ (348,156)</u>

	Jan 2024	Jan 2023	
	YTD Actual	YTD Actual	Difference
<b>General Fund Expenditures</b>			
<i>Mayor/Council</i>	\$ 65,029	\$ 59,238	\$ 5,791
<i>Legal</i>	371,573	355,324	16,249
<i>City Administration</i>	164,654	155,110	9,544
<i>Business Administration</i>	523,985	504,102	19,883
<i>Building</i>	127,234	-	127,234
<i>Non Departmental</i>	460,652	46,669	413,983
<i>Police</i>	2,594,887	2,520,921	73,966
<i>Fire</i>	1,369,925	1,181,259	188,666
<i>Community Development</i>	199,040	369,571	(170,531)
<i>Streets</i>	227,619	1,139,920	(912,301)
<i>Parks</i>	303,773	278,979	24,794
<i>Community Services</i>	419,815	370,168	49,647
Totals	<u>\$ 6,828,186</u>	<u>\$ 6,981,261</u>	<u>\$ (153,075)</u>

Riverdale City  
Year to Year Comparison - Enterprise Funds  
As of January 31, 2024

**Water Fund**

	Jan 2024	Jan 2023		
	YTD Actual	YTD Actual	Difference	Budget FY 2024
<i>Water Sales</i>	\$ 1,044,622	\$ 1,076,704	\$ (32,082)	\$ 1,352,000
<i>Other Revenues</i>	242,883	87,240	155,643	157,500
<i>Total Revenues</i>	1,287,505	1,163,944	123,561	1,509,500
 <i>Total Expenses</i>	 879,892	 1,168,143	 (288,251)	 2,950,661
 <i>Net Income/(Net Loss)</i>	 \$ 407,613	 \$ (4,199)	 \$ 411,812	 \$ (1,441,161)

**Sewer Fund**

	Jan 2024	Jan 2023		
	YTD Actual	YTD Actual	Difference	Budget FY 2024
<i>Sewer Service Charges</i>	\$ 816,496	\$ 793,532	\$ 22,964	\$ 1,175,000
<i>Other Revenues</i>	99,320	49,420	49,900	84,600
<i>Total Revenues</i>	915,816	842,952	72,864	1,259,600
 <i>Total Expenses</i>	 633,029	 626,887	 6,142	 1,801,905
 <i>Net Income/(Net Loss)</i>	 \$ 282,787	 \$ 216,065	 \$ 66,722	 \$ (542,305)

**Storm Water Fund**

	Jan 2024	Jan 2023		
	YTD Actual	YTD Actual	Difference	Budget FY 2024
<i>Storm Water Fees</i>	\$ 184,985	\$ 135,227	\$ 49,758	\$ 230,000
<i>Other Revenues</i>	41,161	21,187	19,974	35,000
<i>Total Revenues</i>	226,146	156,414	69,732	265,000
 <i>Total Expenses</i>	 197,296	 160,650	 36,646	 655,496
 <i>Net Income/(Net Loss)</i>	 \$ 28,850	 \$ (4,236)	 \$ 33,086	 \$ (390,496)

**Garbage Fund**

	Jan 2024	Jan 2023		
	YTD Actual	YTD Actual	Difference	Budget FY 2024
<i>Garbage Collection</i>	\$ 302,208	\$ 266,165	\$ 36,043	\$ 429,000
<i>Other Revenues</i>	10,914	5,388	5,526	9,000
<i>Total Revenues</i>	313,122	271,553	41,569	438,000
 <i>Total Expenses</i>	 260,937	 249,022	 11,915	 554,856
 <i>Net Income/(Net Loss)</i>	 \$ 52,185	 \$ 22,531	 \$ 29,654	 \$ (116,856)

# Monthly Financial Report

## Riverdale City and Redevelopment Agency

### Report as of January 31, 2024

	Amount of Money on Hand			For the Month Reported		For the Fiscal Year To Date		
	Savings	Checking	Cash Drawers	Revenues	Expenditures	Revenues	Expenditures	Difference
<b>General Fund</b>	\$ 8,241,227	\$ 507,195	\$ 1,515	\$ 1,208,632	\$ 953,148	\$ 9,120,933	\$ 6,828,187	\$ 2,292,746
						Net of Class C Road Funds:		1,977,755
						Net of Local Option Sales Tax Highway/Transportation Funds:		1,616,776
<b>Redevelopment Agency, RDA</b>	8,757,491			60,719	8,283	4,942,367	421,461	4,520,906
<b>Capital Projects Fund</b>	11,342,657			54,435	27,105	354,025	61,064	292,961
<b>Water Fund</b>	5,001,684			115,120	75,048	1,287,506	879,892	407,614
<b>Sewer Fund</b>	3,387,560			131,443	38,356	915,816	633,029	282,787
<b>Storm Water Fund</b>	1,341,672			32,690	24,724	226,146	197,296	28,850
<b>Garbage Fund</b>	329,157			44,873	40,823	313,122	260,937	52,185
<b>Motor Pool Fund</b>	2,942,766			91,428	40,114	499,162	488,180	10,982
<b>Information Technology Fund</b>	53,329			16,256	12,878	115,399	273,338	(157,939)
<b>Total</b>	<b>\$ 41,397,543</b>	<b>\$ 507,195</b>	<b>\$ 1,515</b>	<b>\$ 1,755,596</b>	<b>\$ 1,220,479</b>	<b>\$ 17,774,476</b>	<b>\$ 10,043,384</b>	<b>\$ 7,731,092</b>

**Cody Cardon**  
Business Administrator

**Notes:**

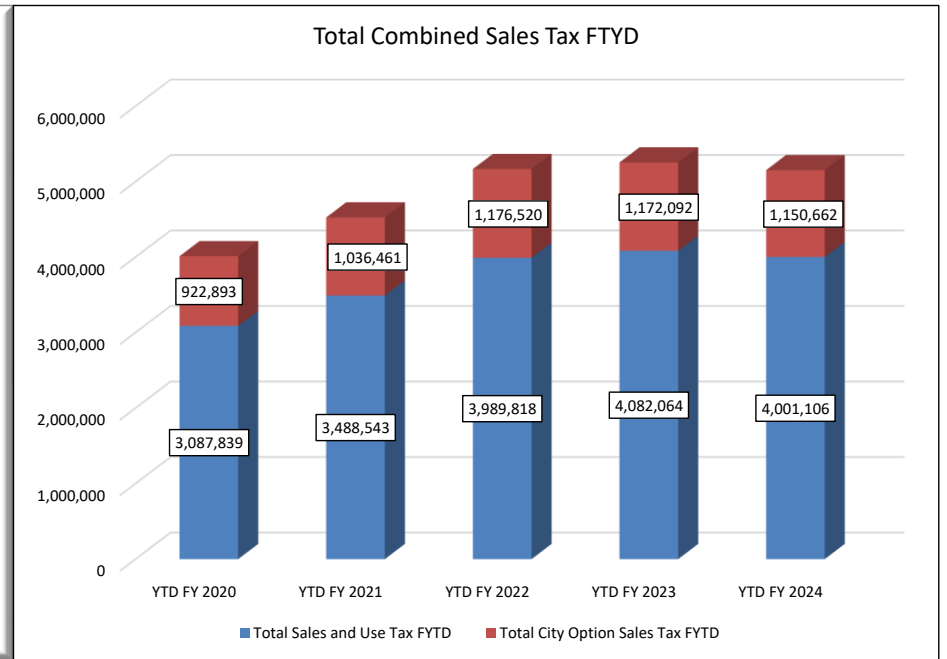
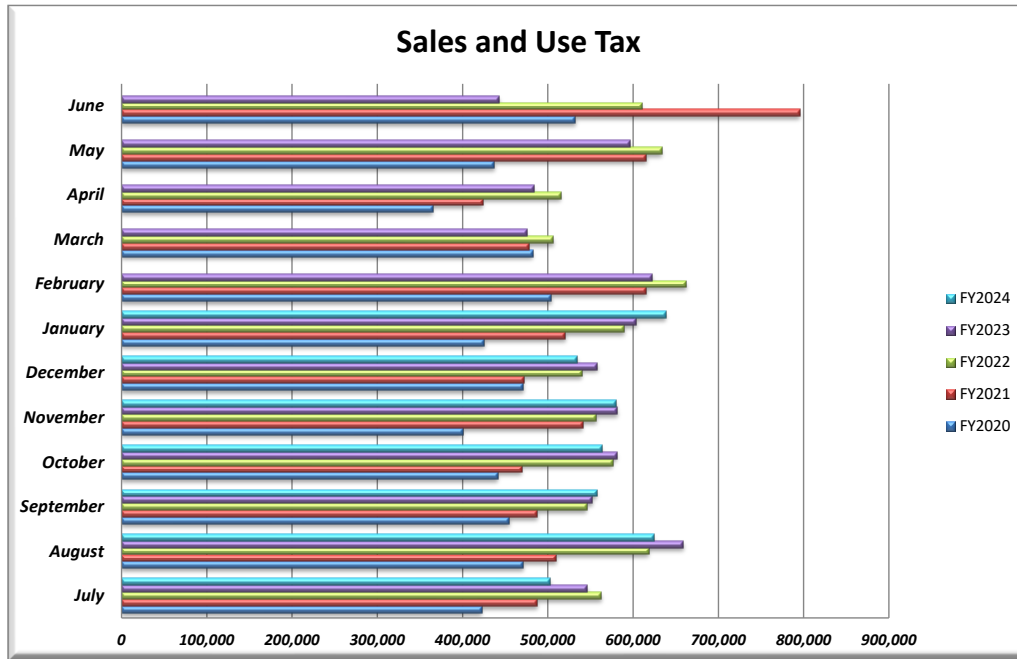
- 1) Savings are held in:
  - a) PTIF (Public Treasurer's Investment Fund), the most recent yield was 5.48%.
- 2) Checking consists of one account at Wells Fargo Bank: Accounts Payable
- 3) Cash Drawers are located at the Civic Center (\$600), Comm. Ctr.(\$300), Senior's (\$115), and Police (\$500).
- 4) Receipts for sales tax, property tax, road tax and liquor tax are deposited directly into the PTIF account by the paying agency of the State of Utah or Weber County.
- 5) Other receipts are handled through the counter cash drawers mentioned above.
- 6) All disbursements are paid through the checking accounts at Wells Fargo Bank except petty cash items.
- 7) Cash flow and all account balances are monitored daily, savings are transferred from the PTIF to the checking account to cover disbursements as necessary.
- 8) Check disbursements are normally made weekly through the accounts payable system.
- 9) A check register report is available for detailed review of each disbursement made by city and RDA funds.
- 10) Our independent auditors include their review of these accounts in their annual audit report.

**Monthly Financial Report**  
**Riverdale City Redevelopment Agency**  
Report as of January 31, 2024

	<u>Amount of Money on Hand</u>			<u>For the Month Reported</u>		<u>For the Fiscal Year To Date</u>		
	<u>Savings</u>	<u>Checking</u>	<u>Cash Drawers</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Difference</u>
<b>RDA General Fund</b>	<b>\$ 594,185</b>			\$ 25,799	\$ 150	\$ 130,419	\$ 5,698	<b>\$ 124,721</b>
Riverdale Road RDA Fund	232,488			-	-	-	-	-
1050 West RDA Fund	(1,285)			-	-	-	-	-
550 West RDA Fund	538,512			-	-	-	-	-
West Bench RDA Fund	4,018,223			-	-	4,582,512	290,096	4,292,416
Statutory Housing RDA Fund	658,886			3,155	-	20,499	-	20,499
Housing RDA Fund	910,451			4,409	64	28,596	11,626	16,970
Senior Facility Fund	1,806,031			27,356	8,069	180,341	114,041	66,300
<b>Total</b>	<b>\$ 8,757,491</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,719</b>	<b>\$ 8,283</b>	<b>\$ 4,942,367</b>	<b>\$ 421,461</b>	<b>\$ 4,520,906</b>



# RIVERDALE CITY SALES TAX REPORT AS OF JANUARY 31, 2024



## Sales and Use Tax

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax
FY2020	422,677	471,498	455,004	441,637	400,384	471,227	425,412	504,224	482,124	365,345	437,446	532,400	4,986,701
FY2021	487,998	509,709	488,011	469,217	541,179	471,660	520,769	615,365	477,382	423,915	615,704	795,719	5,928,630
FY2022	562,750	618,576	545,650	576,179	557,122	539,973	589,568	662,411	506,447	515,347	633,398	610,286	6,354,957
FY2023	546,359	658,981	552,172	581,251	581,883	557,867	603,551	622,245	475,653	483,502	596,420	443,009	6,156,534
FY2024	502,647	624,034	557,432	563,645	580,249	534,790	638,309						3,498,459

## Total Sales and Use Tax FYTD

YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
3,087,839	3,488,543	3,989,818	4,082,064	4,001,106

## City Option Sales Tax

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option
FY2020	124,226	140,659	136,692	131,690	118,680	139,491	131,455	153,084	133,140	106,894	122,010	112,497	1,426,292
FY2021	147,067	150,145	144,726	140,996	157,598	140,361	155,568	184,311	142,608	123,196	183,436	168,203	1,691,148
FY2022	169,084	180,716	162,925	167,097	161,347	161,238	174,113	191,158	146,608	148,008	183,455	167,253	1,843,918
FY2023	159,872	189,910	159,858	164,383	164,801	160,162	173,106	174,375	130,294	134,345	165,986	152,899	1,770,119
FY2024	165,949	174,194	160,265	158,749	161,535	151,040	178,930						984,713

## Total City Option Sales Tax FYTD

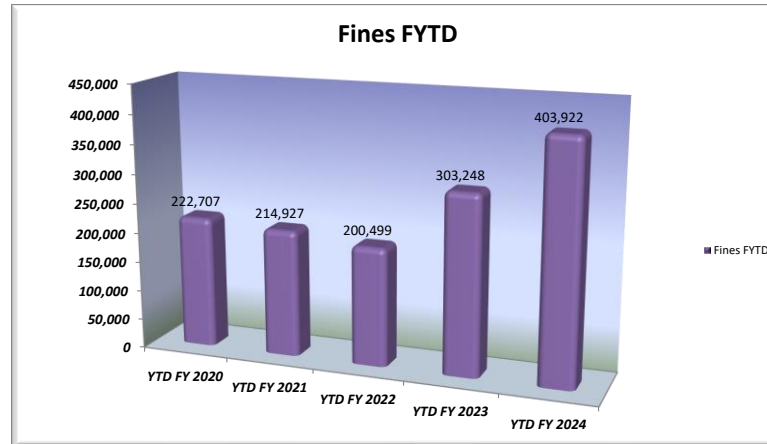
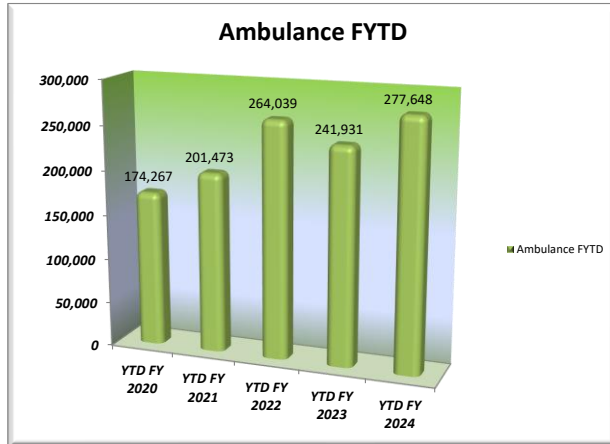
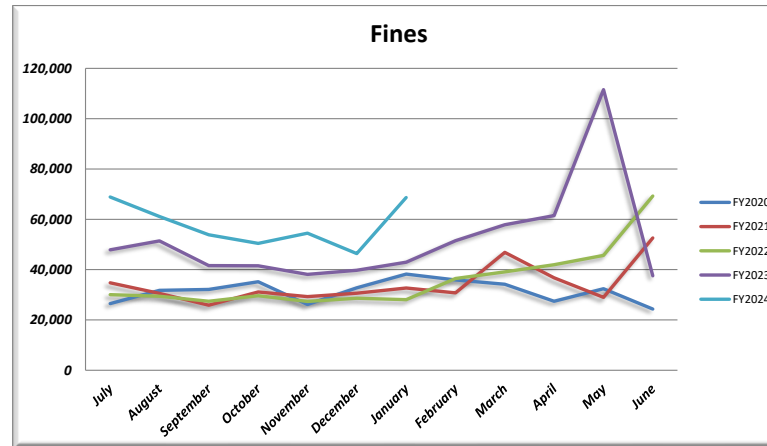
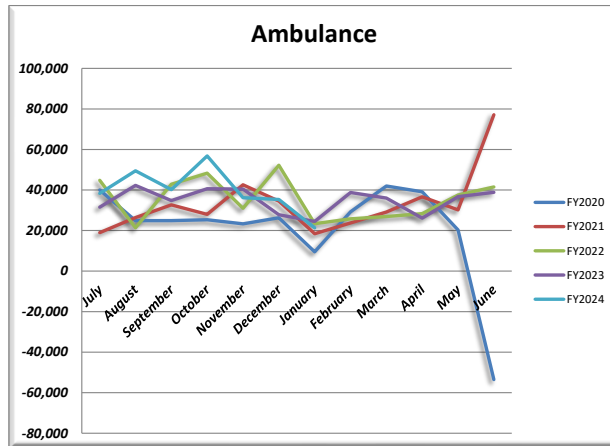
YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
922,893	1,036,461	1,176,520	1,172,092	1,150,662

## Total Combined Sales Tax

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined
FY2020	546,903	612,157	591,696	573,327	519,064	610,718	556,867	657,308	615,264	472,239	559,456	644,897	6,412,993
FY2021	635,065	659,854	632,737	610,213	698,777	612,021	676,337	799,676	619,990	547,111	799,140	963,922	7,619,778
FY2022	731,834	799,292	708,575	743,276	718,469	701,211	763,681	853,569	653,055	663,355	816,853	777,539	8,198,875
FY2023	706,231	848,891	712,030	745,634	746,684	718,029	776,657	796,620	605,947	617,847	762,406	595,908	7,926,653
FY2024	668,596	798,228	717,697	722,394	741,784	685,830	817,239	0	0	0	0	0	4,483,172

## Total Combined Sales Tax FYTD

YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
4,010,732	4,525,004	5,166,338	5,254,156	5,151,768



Ambulance	July	August	September	October	November	December	January	February	March	April	May	June	Totals
FY2020	40,027	24,912	24,877	25,371	23,271	26,345	9,464	29,253	41,976	39,130	20,326	-53,535	251,417
FY2021	18,996	26,370	32,637	27,950	42,593	34,494	18,433	23,754	29,101	36,617	30,184	77,127	398,256
FY2022	44,807	21,386	42,859	48,360	31,009	52,226	23,392	25,769	26,962	28,296	37,506	41,489	424,061
FY2023	31,524	42,281	34,827	40,608	40,407	27,813	24,471	38,766	36,016	26,144	36,775	38,864	418,496
FY2024	38,326	49,479	40,171	56,814	36,221	35,306	21,331						277,648

Ambulance FYTD	YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
	174,267	201,473	264,039	241,931	277,648

Fines	July	August	September	October	November	December	January	February	March	April	May	June	Totals
FY2020	26,468	31,739	32,102	35,202	26,171	32,797	38,227	35,923	34,207	27,441	32,409	24,330	377,017
FY2021	34,780	30,584	25,867	31,108	29,259	30,607	32,722	30,755	46,869	36,741	29,011	52,604	410,907
FY2022	30,031	29,400	27,392	29,644	27,355	28,627	28,050	36,499	39,118	41,966	45,678	69,265	433,025
FY2023	47,856	51,458	41,590	41,554	38,086	39,774	42,930	51,535	57,870	61,450	111,553	37,538	623,194
FY2024	68,876	61,111	53,878	50,459	54,523	46,380	68,695						403,922

Fines FYTD	YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
	222,707	214,927	200,499	303,248	403,922

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND REVENUE</u>					
TAX REVENUE	874,762.35	7,056,484.55	9,973,000.00	2,916,515.45	70.8
LICENSES AND PERMITS	22,840.90	235,374.49	258,000.00	22,625.51	91.2
INTERGOVERNMENTAL REVENUE	168,694.86	766,581.11	2,434,600.00	1,668,018.89	31.5
CHARGES FOR SERVICES	42,069.04	403,439.44	570,300.00	166,860.56	70.7
FINES AND FORFEITURES	68,695.46	403,921.32	420,000.00	16,078.68	96.2
MISCELLANEOUS REVENUE	31,569.78	255,132.39	3,733,671.00	3,478,538.61	6.8
TOTAL FUND REVENUE	1,208,632.39	9,120,933.30	17,389,571.00	8,268,637.70	52.5
<u>RDA GENERAL FUND REVENUE</u>					
SOURCE 36	25,798.67	130,418.93	25,000.00	( 105,418.93)	521.7
RDA REVENUE	.00	.00	13,750.00	13,750.00	.0
TOTAL FUND REVENUE	25,798.67	130,418.93	38,750.00	( 91,668.93)	336.6
<u>RIVERDALE ROAD RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	.00	.00	230,000.00	230,000.00	.0
TOTAL FUND REVENUE	.00	.00	230,000.00	230,000.00	.0
<u>550 WEST RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	.00	.00	547,500.00	547,500.00	.0
TOTAL FUND REVENUE	.00	.00	547,500.00	547,500.00	.0
<u>WEST BENCH RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	.00	4,582,512.00	.00	( 4,582,512.00)	.0
TOTAL FUND REVENUE	.00	4,582,512.00	.00	( 4,582,512.00)	.0
<u>STATUTORY HOUSING FUND REVENUE</u>					
MISCELLANEOUS REVENUE	3,154.56	20,498.96	28,000.00	7,501.04	73.2
TOTAL FUND REVENUE	3,154.56	20,498.96	28,000.00	7,501.04	73.2

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HOUSING RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	4,409.42	28,596.23	55,000.00	26,403.77	52.0
TOTAL FUND REVENUE	4,409.42	28,596.23	55,000.00	26,403.77	52.0
<u>SENIOR FACILITY RDA FUND REVENUE</u>					
CHARGES FOR SERVICES	18,765.00	124,404.67	230,000.00	105,595.33	54.1
MISCELLANEOUS REVENUE	8,591.45	55,936.56	186,000.00	130,063.44	30.1
TOTAL FUND REVENUE	27,356.45	180,341.23	416,000.00	235,658.77	43.4
<u>CAPITAL PROJECTS FUND REVENUE</u>					
CAPITAL PROJECTS REVENUE	54,435.28	354,025.25	2,750,000.00	2,395,974.75	12.9
TOTAL FUND REVENUE	54,435.28	354,025.25	2,750,000.00	2,395,974.75	12.9
<u>WATER FUND REVENUE</u>					
WATER - INTEREST REVENUE	23,552.86	150,604.84	110,000.00	( 40,604.84)	136.9
WATER REVENUE	91,567.00	1,136,900.71	1,399,500.00	262,599.29	81.2
TOTAL FUND REVENUE	115,119.86	1,287,505.55	1,509,500.00	221,994.45	85.3
<u>SEWER FUND REVENUE</u>					
SEWER REVENUE	131,442.76	915,815.79	1,259,600.00	343,784.21	72.7
TOTAL FUND REVENUE	131,442.76	915,815.79	1,259,600.00	343,784.21	72.7
<u>STORM WATER FUND REVENUE</u>					
STORM WATER REVENUE	32,690.11	226,146.35	265,000.00	38,853.65	85.3
TOTAL FUND REVENUE	32,690.11	226,146.35	265,000.00	38,853.65	85.3
<u>GARBAGE FUND REVENUE</u>					
GARBAGE REVENUE	44,873.11	313,121.63	438,000.00	124,878.37	71.5
TOTAL FUND REVENUE	44,873.11	313,121.63	438,000.00	124,878.37	71.5

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<hr/>					
MOTOR POOL FUND REVENUE					
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MOTOR POOL REVENUE	91,428.18	499,161.50	565,956.00	66,794.50	88.2
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TOTAL FUND REVENUE	91,428.18	499,161.50	565,956.00	66,794.50	88.2
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INFORMATION TECH. FUND REVENUE					
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IT REVENUE	16,256.10	115,399.30	196,388.00	80,988.70	58.8
IT - OTHER SOURCES	.00	.00	305,112.00	305,112.00	.0
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TOTAL FUND REVENUE	16,256.10	115,399.30	501,500.00	386,100.70	23.0
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RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND EXPENDITURES</u>					
MAYOR/COUNCIL	9,570.72	65,028.62	172,692.00	107,663.38	37.7
LEGAL	44,706.79	371,573.42	638,413.00	266,839.58	58.2
CITY ADMINISTRATION	22,238.11	164,654.16	272,964.00	108,309.84	60.3
BUSINESS ADMINISTRATION	67,132.59	523,984.67	895,216.00	371,231.33	58.5
BUILDING	17,501.94	127,234.15	272,912.00	145,677.85	46.6
NON DEPARTMENTAL	118,170.59	460,652.44	3,711,066.00	3,250,413.56	12.4
POLICE	309,447.81	2,594,886.93	4,305,361.00	1,710,474.07	60.3
FIRE	173,650.40	1,369,925.36	2,165,259.00	795,333.64	63.3
COMMUNITY DEVELOPMENT	20,563.64	199,039.95	361,178.00	162,138.05	55.1
STREETS	50,783.84	227,618.60	3,309,756.00	3,082,137.40	6.9
PARKS	38,220.61	303,773.49	576,884.00	273,110.51	52.7
COMMUNITY SERVICES	81,160.99	419,815.32	707,870.00	288,054.68	59.3
TOTAL FUND EXPENDITURES	953,148.03	6,828,187.11	17,389,571.00	10,561,383.89	39.3
<u>RDA GENERAL FUND EXPENDITURES</u>					
RDA EXPENSES	150.00	5,698.21	38,750.00	33,051.79	14.7
TOTAL FUND EXPENDITURES	150.00	5,698.21	38,750.00	33,051.79	14.7
<u>RIVERDALE ROAD RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	230,000.00	230,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	230,000.00	230,000.00	.0
<u>550 WEST RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	547,500.00	547,500.00	.0
TOTAL FUND EXPENDITURES	.00	.00	547,500.00	547,500.00	.0
<u>WEST BENCH RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	290,095.72	.00	( 290,095.72)	.0
TOTAL FUND EXPENDITURES	.00	290,095.72	.00	( 290,095.72)	.0
<u>STATUTORY HOUSING FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	28,000.00	28,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	28,000.00	28,000.00	.0

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HOUSING RDA FUND EXPENDITURES</u>					
EXPENDITURES	64.24	11,625.92	55,000.00	43,374.08	21.1
TOTAL FUND EXPENDITURES	64.24	11,625.92	55,000.00	43,374.08	21.1
<u>SENIOR FACILITY RDA FUND EXPENDITURES</u>					
EXPENDITURES	8,069.29	114,040.79	416,000.00	301,959.21	27.4
TOTAL FUND EXPENDITURES	8,069.29	114,040.79	416,000.00	301,959.21	27.4
<u>CAPITAL PROJECTS FUND EXPENDITURES</u>					
CAPITAL PROJECTS EXPENDITURES	27,104.96	61,063.96	2,750,000.00	2,688,936.04	2.2
TOTAL FUND EXPENDITURES	27,104.96	61,063.96	2,750,000.00	2,688,936.04	2.2
<u>WATER FUND EXPENDITURES</u>					
WATER EXPENSES	75,047.65	879,891.82	2,950,661.00	2,070,769.18	29.8
TOTAL FUND EXPENDITURES	75,047.65	879,891.82	2,950,661.00	2,070,769.18	29.8
<u>SEWER FUND EXPENDITURES</u>					
SEWER EXPENSES	38,355.50	633,028.91	1,801,905.00	1,168,876.09	35.1
TOTAL FUND EXPENDITURES	38,355.50	633,028.91	1,801,905.00	1,168,876.09	35.1
<u>STORM WATER FUND EXPENDITURES</u>					
STORM WATER EXPENSES	24,724.09	197,295.98	655,496.00	458,200.02	30.1
TOTAL FUND EXPENDITURES	24,724.09	197,295.98	655,496.00	458,200.02	30.1
<u>GARBAGE FUND EXPENDITURES</u>					
GARBAGE EXPENSES	40,823.46	260,936.55	554,856.00	293,919.45	47.0
TOTAL FUND EXPENDITURES	40,823.46	260,936.55	554,856.00	293,919.45	47.0
<u>MOTOR POOL FUND EXPENDITURES</u>					
MOTOR POOL EXPENSES	40,113.84	488,179.94	1,398,250.00	910,070.06	34.9
TOTAL FUND EXPENDITURES	40,113.84	488,179.94	1,398,250.00	910,070.06	34.9

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
INFORMATION TECH. FUND EXPENDITURES					
IT EXPENSES	12,878.13	273,338.35	501,500.00	228,161.65	54.5
TOTAL FUND EXPENDITURES	12,878.13	273,338.35	501,500.00	228,161.65	54.5