



**RIVERDALE CITY COUNCIL AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY – DECEMBER 15, 2015**

5:30 p.m. – Work Session (City Council Conference Room)

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

C. Moment of Silence

D. Open Communications

(This is an opportunity to address the City Council regarding your concerns or ideas. Please try to limit your comments to three minutes.)

E. Presentations and Reports

1. Mayor's Report

2. City Administration Report

- a. Departments November
- b. December Anniversaries Employee Recognition
- c. Recognition of Outgoing Council Members
- d. Staffing Authorization Plans
- e. Financial Report
- f. Community Development Report

3. Presentation regarding services available to Riverdale City from Weber County

Presenter: Louis Cooper, Director of Environmental Help

4. Report on potential creation of a Real Estate Transactions Report

Presenter: Lori Fleming, Planning Commissioner

F. Consent Items

1. Review of meeting minutes from:

November 17, 2015 City Council Work Session
November 17, 2015 City Council Regular Session

2. Consideration of Meeting Schedule for 2016

G. Action Items

1. Consideration of Ordinance 873 Approval of creating subdivision, Pinecrest, approximately 5445 S 600 W

Presenter: Mike Eggett, Community Development

2. Consideration of Ordinance 874 amending Title 8, Chapter 1, Section 7, to better clarify, define and implement sections of the city code concerning the use, operation and responsibilities of private fire hydrants.

Presenter: Jared Sholley, Fire Chief

H. Discretionary Items

I. Adjournment

In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Offices (801) 394-5541 X 1232 at least 48 hours in advance of the meeting. The Public is invited to attend City Council Meetings.

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 11th day of December, 2015 at the Riverdale City Hall Noticing Board and on the City website at <http://www.riverdalecity.com/>. A copy was also provided to the Standard-examiner on December 11, 2015. Jackie Manning, Riverdale City Recorder.

**RIVERDALE CITY
CITY COUNCIL AGENDA
December 15, 2015**

AGENDA ITEM: E2

SUBJECT: City Administration Report

ACTION REQUESTED BY PETITIONER: Information only

INFORMATION:

- a. [November Department Reports](#)
- b. [December Anniversaries Employee Recognition](#)
- c. Recognition of Outgoing Council Members
- d. [Staffing Authorization Plan](#)
- e. Financial Report
- f. [Community Development Projects Status Report](#)

[BACK TO AGENDA](#)



Mayor & City Council Monthly Summary Report November 2015



City Administration:

1. Rodger Worthen:

- Met with
- Held ICMA webinar with mayor and staff on use of social media within municipal govt
- Held weekly update meetings with Community Dev Director and Mayor
- Held various developer meetings regarding RDA property on West bench and 550 West
- Finalized final tenant vacate of 550 West RDA
- Concept discussion on Combe subdivision
- Met with UTA on status of new bus stops
- Meeting with City engineer on 4400 south bridge project
- Weber Pathways and NPS RTC planning document
- URMMA executive committee meeting.
- Attended LPC meeting in Salt Lake with Mike Eggett
- Submitted Weber County property tax revenue and corrections for City land
- Crown Warehouse design review for new business
- Thanksgiving lunch at Sr. Center – a lot of fun!
- Held weekly staff meetings
- Held interviews for hiring of new business Administrator
- Staff interviews
- Held follow-up meeting on social media use and updates to a few programs
- Attended training on CDBG grant submittals
- Attended training on RAMP funds applications
- Veterans day celebration assistance
- Submitted Letter of Intent(s) on WFRC council transportation projects
- Met with South Ogden and Washington Terrace City(s) on transportation issues

2. Lynette Limburg:

- General customer service, information to the public, follow-up on information requests and support for administrative events.
- Prosecution –Prepared files and additional information in regard to prosecution process.
- Prepared paperwork & files for 87 pre-trials & 6 trials.
- Follow-up and filing of court dispositions after pre- trial or trial. .
- Record requests 24 GRAMA requests for police reports, videos and other miscellaneous city records.
- Two Risk Management Meetings minutes and follow-up
- Community Development Department- 13 Building permits issued
- Building inspections scheduled and logged.
- Provided support for elections Nov 3, 2015

3. Jackie Manning:

- Election Official Duties during General Election
- Canvassed Election Results
- Attended monthly DWMRA City Recorder Training

- Prepared City Council, RDA Board and Planning Commission, meeting agendas, packets, meeting minutes, and provided all legal notices and postings for meetings
- Performed a mass audit on Business License fees, including researching the consolidated fee schedule pertaining to business licensing.
- Prepared and Sent renewals for business licenses.
- Answered general business license questions, processed applications, issued business licenses
- Daily filing, scanning, updating and tracking spreadsheets

Business Administration:

Lynn Fortie:

- Routine phone & computer problem resolution. Routine management issues and resolution.
- Routine accounting issues. Audit is completed and has been sent to the State. We are now connected to Fiber at the City Offices.

Stacey Comeau / HR:

New Hires:	Jessica Bobo	Community Services
	Liban Mohamed	Community Services

Terminations: None

- 11/9/15 Attended NUHRA Board Meeting
- 11/19/15 NUHRA Training Luncheon
- 11/11/15 Met with Wendell Bosen for URMMA Inspection

Chris Stone:

- Participated in the Lunch with the Mayor event.
- Created picture posters for the students attending the Lunch with the Mayor.
- Provided coverage for vacationing part-time custodial staff.
- Participated in a Social Media webinar.
- Meetings about the city's use of Social Media.
- Various updates to the city website and social media sites.
- Completed the City newsletter for December.
- Completed the employee newsletter for December.

Rich Taylor:

Youth Basketball: Basketball for boys & girls 1st & 2nd grade and girl's 3rd thru 9th will continue through mid- December. We began registration for boys 3rd-12th Grade basketball and it will continue through the middle of December

Intramurals: Ultimate Frisbee is the activity of the month and will continue until December 10th. We have 42 participating in this activity. We have 9 kids signed up for Kid's Korner

Special Assignments:

1. Helped with Senior's Thanksgiving Luncheon
2. Planned and attended Veteran's Memorial Day Program
3. Met with the Youth City Council and planned activities for December and January
4. Hired a Group Fitness Instructor

Police Department:

PATROL

Officer McBride, Atkinson, and Tomlinson responded to the 1200 W. block of 4575 S. on a male threatening suicide. They obtained information from a family member that the individual at this residence had sent messages

threatening to kill himself. Officers were unable to get a response at the door and they observed several empty pill bottles through the window. A neighbor went inside and located the male who appeared to be sleeping. Officers after obtaining permission from the homeowner to enter went inside to check his welfare. They had some difficulty waking him. Once he became alert, he became angry and used profanity towards the officers and also threw some items at them. Officers eventually had to physically fight with the suspect in order to take him to the hospital for a mental health evaluation.

Officers responded to Burger King on report of a male who was dressed like a woman and was in the bathroom masturbating and was doing it in a very loud manner as to disturb customers in the business. Officers found the male in the female bathroom. The suspect denied that he was masturbating and said he was trying to relieve himself and was having difficulty doing so. He also claimed to be female so it was okay for him to use the female bathroom. The suspect is transient and was trespassed from the property.

Officers responded to a crash at the Sinclair where a vehicle had driven over the curb and into the building. The driver of the vehicle was found to be impaired. Field sobriety tests were given and the driver was arrested for DUI drugs. Another driver on the same weekend at the same location drove off road and into the power box. The driver was intoxicated and was also arrested for DUI, blowing almost three times the legal limit.

Officer Kelley and Officer Wright responded to the 5900 S. block of South Weber Drive on report of a suicidal female who had a gun and had fired a shot. Officers arrived and found several family members along with the suicidal person at the residence; the gun had been taken away and secured by the family. Officers spoke with the female and determined that a domestic assault had taken place. Once the victim had left the home, the suspect obtained their gun and fired a shot into the wall in the basement. The female was booked into jail for domestic violence assault.

Officer McBride responded to Olive Garden on a suspicious male that was looking in vehicles. He made contact with the male who was transient and was very intoxicated. The suspect had several warrants for his arrest and was taken into custody. He was placed in the patrol vehicle where he began to spit on the officers. He then licked the window of the vehicle. As Officer McBride attempted to secure him for transport he kicked Officer McBride in the knee. The suspect was booked for his warrants and assaulting a police officer.

Officers responded to the parking lot of Dollar Tree on report of two individuals in a vehicle using drugs. The vehicle was located in the Walmart parking lot. A K9 was called to the scene and alerted to the presence of drugs in a purse that the female suspect had in her hand. Upon searching the purse a loaded needle was located that contained meth. Hash oil was also located in the vehicle along with paraphernalia. The female was booked into jail for possession and the male was cited for drug paraphernalia.

Officers responded to the 700 W. block of 4100 S. on report of a 29 year old female who was found deceased at her residence. The scene was investigated and foul play does not appear to be involved. A detective also responded to assist with the investigation. The body was sent to the medical examiner's office for a determination of what may have caused her death.

The Strike Force and Riverdale officers served a search warrant in the 700 W. block of 4350 S. for drugs. Drugs and paraphernalia were located in the home. Several adult individuals are being charged with possession of meth, marijuana and paraphernalia.

Officers worked a lot of hours over Thanksgiving and Black Friday in the stores. Everything went very well this year with very few problems to report.

Investigations

Hit and Run: Detective Pippin conducted follow up on a hit and run traffic accident. Detective Pippin contacted the suspect whom fled the scene of an accident and issued him a citation for leaving the scene of an accident.

Credit Card Fraud: Detective Pippin followed up on a credit card fraud that occurred at several businesses in Riverdale. The victims' credit card was stolen in a vehicle burglary. The suspects were located and found to be incarcerated. They were interviewed at the Weber County Jail and at the prison. Additional charges were added.

Credit Card Fraud: Detective Peterson conducted follow up on the use of stolen credit cards being used at the Riverdale Wal-Mart. Detective Peterson identified the two juvenile suspects. The suspects were interviewed and charged with credit card fraud.

Purse Snatch Sting: Due to several purses being stolen from shoppers while shopping at local businesses Riverdale Detectives organized a purse snatch sting with Wal-Mart Loss Prevention Associates. Detectives left a bait purse in a shopping cart and monitored it for theft. A tracking device and Cash was left inside the purse. Several honest shoppers returned the purse to customer service and or notified store employees. A female shopper obtained the purse and began walking towards customer service. On the way to customer service the female removed the cash and hid the cash in her umbrella before returning the purse. The female subsequently confessed to stealing the money and was cited for theft. Another couple took the purse, looked through the purse, and left with the purse suspiciously. They were contacted in the parking lot. The couple advised they weren't going to steal the purse but didn't know what to do with it at the store. The couple was warned and educated about what to do with found property.

Detectives attended a Child Abuse Death/Homicide Training Seminar. The course is a difficult course to attend due to the nature of the training but invaluable in regards to the knowledge and training they received. Investigations received 27 new cases in November, closed 28 cases and made 7 arrests.

Public Works Department:

- Continued work with FEMA.
- Continued Remote Read Meter Project.
- Continued 4400 S Trail Project.
- Continued new well investigative work.
- Completed winterizing Restrooms and Parks.
- Installed Christmas Decorations.
- Started Storm Water Outlet project work.

Community Development Department:

- Riverdale Business Park Phase 2: Final inspection
- Riverdale Business Park, Suite 210: Insulation inspection
- 1134 W Riverdale Rd Comm Space: Final inspection
- Mountain View Apartments: Individual units and final inspections
- Fresh Nails: Final inspection
- Mitchell Farms PRUD: Sidewalk inspection
- Home inspections for various projects on residential lots
- Sidewalk inspections completed in assistance to public works department
- Fire inspections and fire checks for businesses
- Conceptual Staff review of Combe Family Subdivision
- Design Review Committee Meeting for ARS redesign
- Meeting with Brent Coleman
- Meeting to discuss CDBG grant concepts and ideas
- Meeting to review business licenses and billing procedures
- Meeting with Ted Heap to discuss West Bench RDA area
- Meeting to discuss social media strategies using City resources
- Economic development opportunities update and discussion meetings
- Weber County Local Emergency Planning Committee attendance by department member
- Utah Fire Marshall's Association training attendance by department member
- Public Works training attendance by department member
- Utah Association of Plumbing and Mechanical Officials (UAPMO) conference attendance by department member
- Weber County RAMP grant training attendance by department member
- WFRC Workshop for CDBG grants attendance by department member

Fire Inspection / Code Enforcement Report: attached

Legal Services Department:

- Resolutions/Ordinances work-
- Legal work concerning - RDA/loans, Interviews, GRAMA, Subdivisions, Warrants, Gambling, Sober living houses, McGregor, Fire issues/changes, Severance, Anderson, Ordinances, resolutions
- Legal research/review -
- Legal Department meetings/work -
- Planning commission review/ordin/mtgs/minutes
- Walk-ins/Police reviews/Public records requests/Court/Court screenings/Court filings/ Annual reviews
- Formal training attended-
- RSAC- Drug Court -

- Legal reviews of minutes/resolutions/ordinances
- Records request reviews

COURT MONTHLY REPORT

324 Total traffic cases YTD 1577 (Jul. 2015 to June. 2016)
 9 DUI 185 Moving violations 0 FTA
 0 Reckless/DUI red. 113 Non-moving violations 0 Other
 16 License violations 1 Parking

35 Total Misdemeanor cases YTD 322 (Jul. 2015 to June. 2016)
 3 Assault 0 Ill. sale Alc. 2 Dom. animal 3 Dom. violence
 7 Theft 0 Other liq. viol. 0 Wildlife 9 Other misd./infrac
 0 FTA 6 Contr. subst vio. 0 Parks/rec.
 2 Public intox 0 Bad checks 3 Planning zon./Fire/Health

341 Total cases disposed of this month 1478 Total number of cases disposed of for the year (July 1, 2015 to June. 2016)
 358 Total offenses this month 1895 Total offenses for year (July 1, 2015 to June. 2016)

Small Claims Total number of cases for the year (Jan. 2015 to Dec. 2015) -- Filed=41 Settled/Dismissed=24 Default=1
 6 Cases filed 0 Trials
 6 Settled/dismissed 0 Default judgment

CITATIONS BY AGENCY YTD (Jul. 2015 to June. 2016)
 Riverdale City 128 844
 UHP 147 581

MISC. YTD (July 2015 to Jun. 2016)
 Total Revenue collected \$56,971.23 \$ 274,761.57
 Revenue Retained \$37,131.61 \$ 184,933.61
 Warrant Revenue \$32,176.00 \$ 171,850.00
 Issued warrants 48 257
 Recalled warrants 71 372

RSAC MONTHLY REPORT

22 participants 176 drug tests given 0 walked away/warrants issued
 2 orientations 3 in jail/violations 0 ordered to inpatient
 2 new participant 6 positive UA's/tests/dilutes 0 other
 0 graduates 0 incentive gifts
 1 terminated/quit 10 spice tests given



Code Enforcement Case Detail Report

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4356 S 800 W	650	12/7/2015	PO BOX 341	RCC 4-5-3(B)(31)	OPEN		Parking On Landscaping or soft surface.

Violations

Violation	Notes
001: Open	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4848 S 900 W	649	12/4/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.
Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4848 S 900 W	648	12/4/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
1093 W Riverdale Road	647	12/4/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4848 S 900 W	646	12/4/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.
Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4060 S Riverdale Road	645	12/4/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.
Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
1191 W 4600	644	12/3/2015	1191 W 4600 S	UCC Ref.: RCC 4-5-3(B) (21)RCC 4-5-3(B)(31)	OPEN		Abandoned Vehicles :Parking On Landscaping or soft surface.

Violations

Violation	Notes
001: Open	
001: Open	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
1060 W Riverdale Road	643	11/30/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4045 S Riverdale Road	642	11/20/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.
Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4848 S 900 W	641	11/20/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4949 S 900 W	640	11/20/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4978 S 1050 W	639	11/20/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
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4043 Riverdale Road	638	11/19/2015		41-1a-414	CLOSED		Parking privileges for persons with disabilities.
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Violations

Violation	Notes
002: Closed	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4848 S 900 W	637	11/18/2015		41-1a-414	CLOSED		Parking privileges for persons with disabilities.
Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4848 S 900 W	636	11/18/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
1189 W 4575 S	635	11/18/2015		RCC 4-5-3(B)(8)	CLOSED		Noxious Emanations

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
1134 W Riverdale Road	634	11/17/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.

Violations

Violation	Notes
003. Sent to	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4848 S 900 W	633	11/11/2015		41-1a-414	SENT TO COURT		Handicap Parking
Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
5445 S 1150 W	632	11/18/2015	5445 S 1150 W	4-7-3	CLOSED		Establishing or maintain, outdoors or in, on, or under any structure or thing not intended for human occupancy, at any time during the day or night, a temporary or permanent place for cooking or sleeping by setting up temp residency.

Violations

Violation	Notes
002: Closed	

Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
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1070 W Riverdale Road	631	11/3/2015		41-1a-414	SENT TO COURT		Parking privileges for persons with disabilities.
Site Address	Case #	Case Date	Owner Address	Code	Status	Closed Date	Description
4422 S 1150 W	630	11/2/2015	3215 S 1900 W	UCC Ref.: RCC 4-5-3(B) (21) & 6-4-1	CLOSED		Abandoned Vehicles & PARKING OVER SEVENTY TWO HOURS

Violations

Violation	Notes
002: Closed	Vehicle that
002: Closed	Vehicle on

Total Records: 21

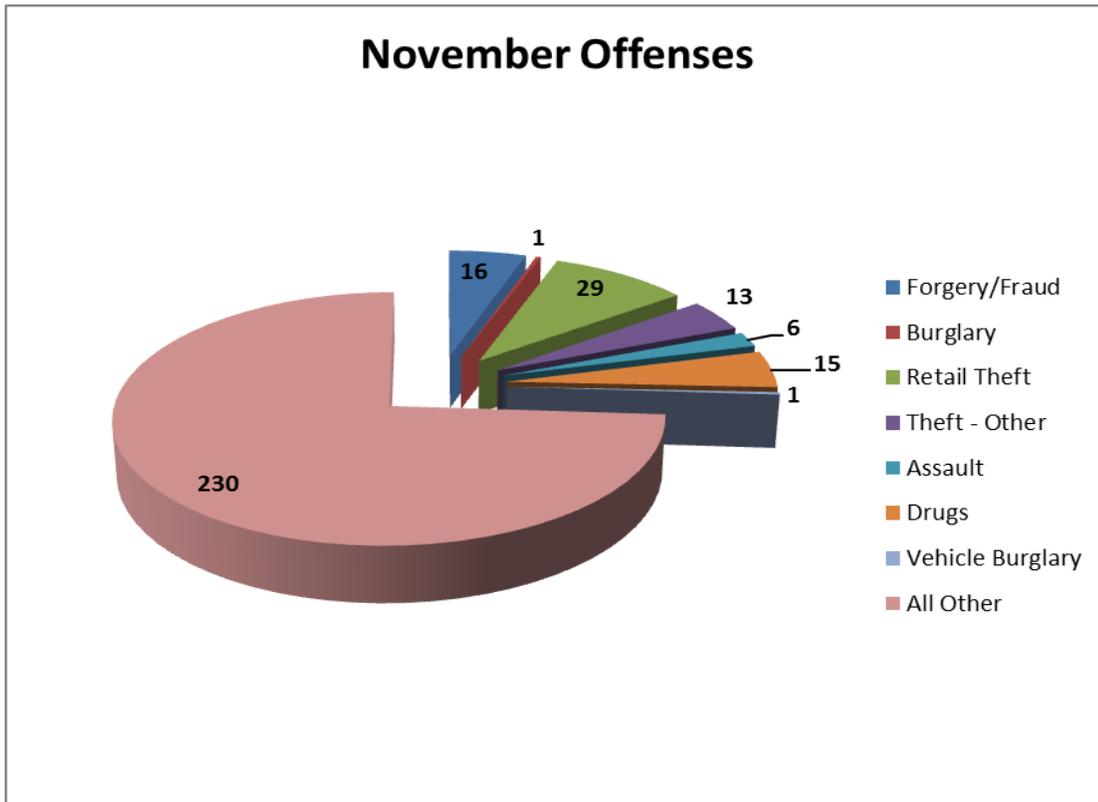
12/8/2015

FIRE INSPECTIONS

Inspection Date Scheduled	Occupancy Name	Inspection Inspector Full Name	Inspection Shift	Inspection Passed
11/16/2015	Wasatch Upholstery LLC	Randy Koger	FI41	No
11/17/2015	GOOD FOUNDATIONS ACADEMY	Randy Koger	FI41	YES
11/23/2015	Fresh Nails	Randy Koger	FI41	No
11/30/2015	Fresh Nails	Randy Koger	FI41	No
11/30/2015	Burchs Trees	Randy Koger	FI41	Yes
12/3/2015	Fresh Nails	Randy Koger	FI41	Yes
12/8/2015	The Phoenix Recovery Center	Randy Koger	FI41	No

RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

November 2015
Report #12-11

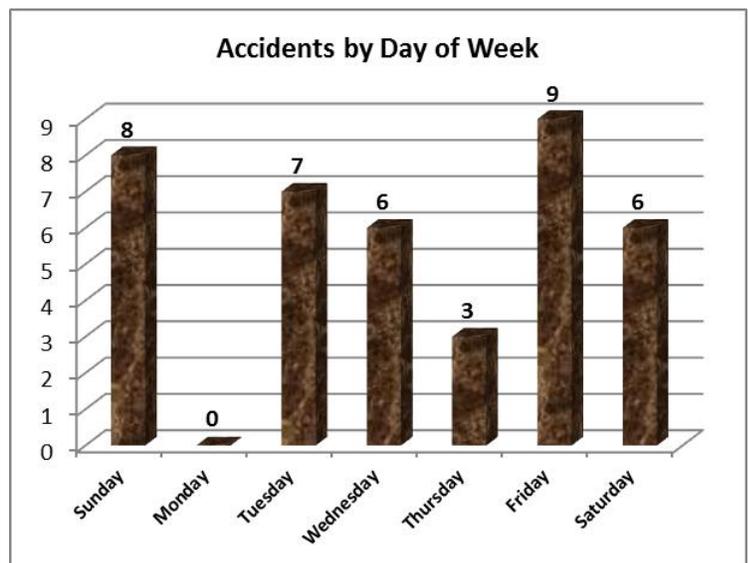


OFFENSES

There were **16** forgery/fraud cases reported throughout the month of November. There were **6** assaults, **12** Family Offenses, and **15** complaints involving drugs. There were **29** retail theft complaints reported in November, and **13** cases of theft from persons. There were **230** case reports generated for citizen assists, traffic control, warrant service, civil cases, lost property complaints, disorderly conduct, juvenile problems, and reported suspicious activity.

TRAFFIC ACCIDENTS

November traffic accidents included **16** non-serious accidents which involved minor damage, no injuries, and were not reported to the State. There were **23** accidents reported to the State due to damage totals, and/or injuries. Officers made **2** DUI arrests, and also issued citations for **65** moving violations, and **164** non moving violations.



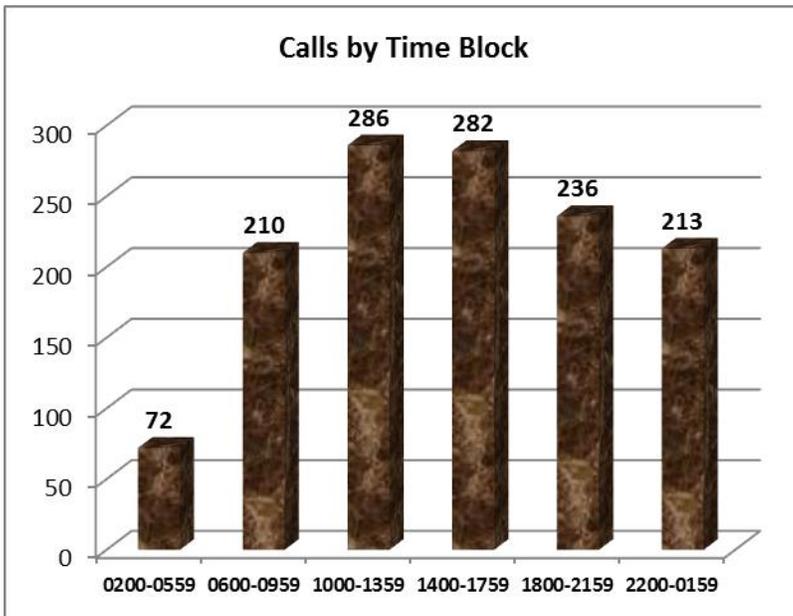
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RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

November 2015
Report #12-11

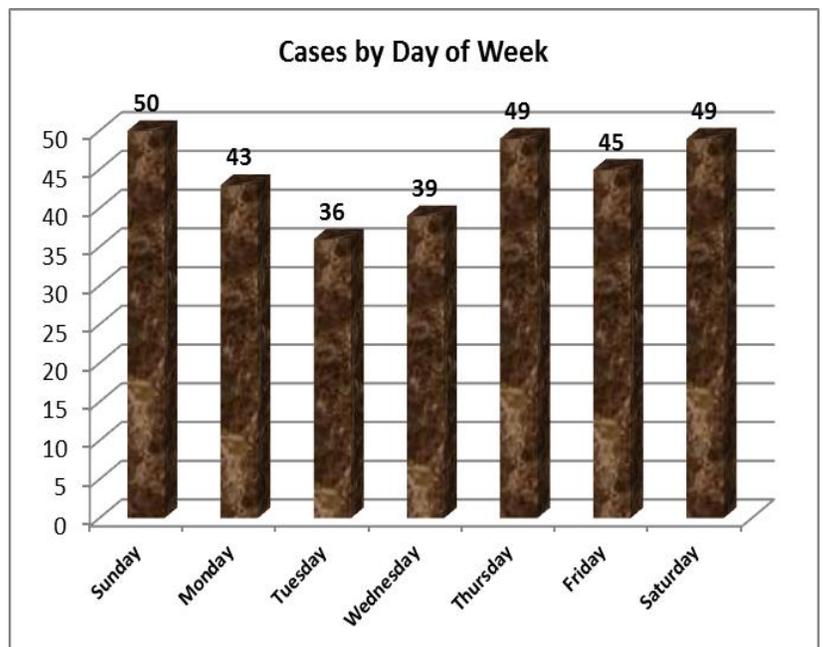


CALLS FOR SERVICE

There were **1299** calls for service during the month of November. There were **311** Case Reports written, **17** street checks conducted, and **5** noise ordinance violations reported. Officers had contact with **1** documented gang member throughout the month.

The number of case reports decreases slightly toward the middle of the week with a noticeable decline on Tuesday. The busiest time of day for calls for service spikes between the hours of **1000-1800**, still remaining active later in the day. The largest drop between **0200** and **0600** remains consistent with previous months.

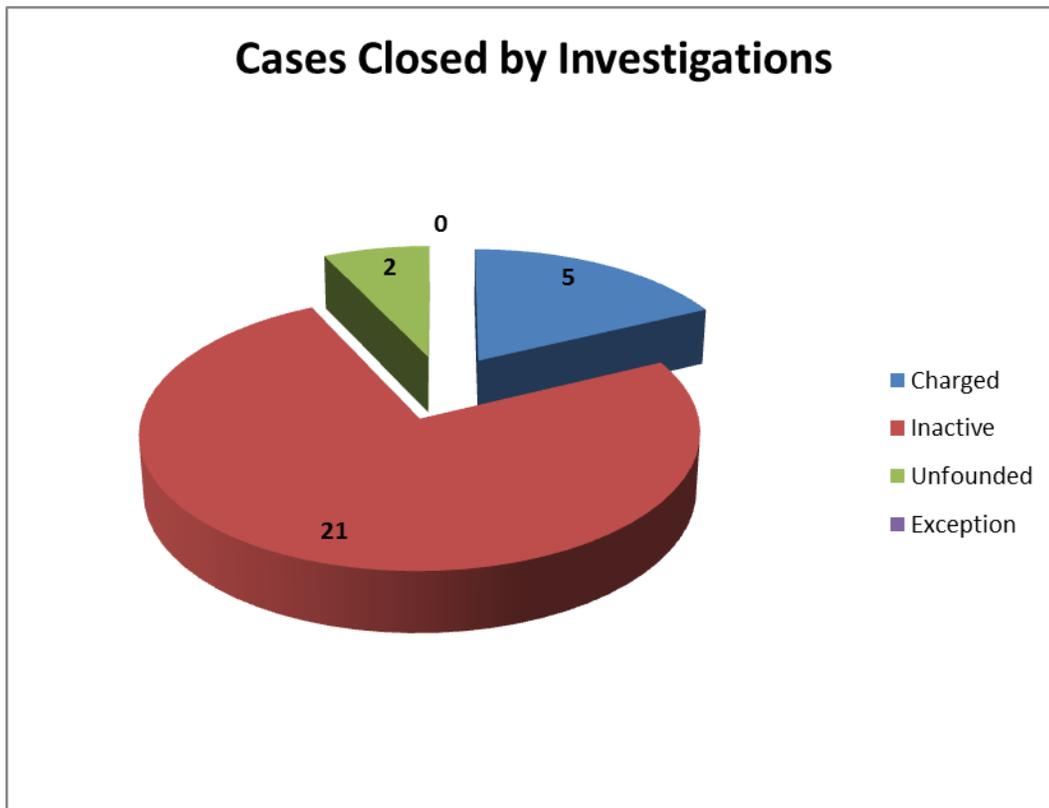
There were **69** adults arrested for various crimes and violations throughout the city, and **27** juveniles were referred to Juvenile Court.



RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

November 2015
Report #12-11

The Investigations Division received **27** new cases assigned to them during November of 2015.



Investigators closed **28** cases in November. These cases were closed as follows:

- 5** - Charged - Individual(s) were charged with a crime
- 21** – Inactive (No information came to light that would further the investigation)
- 2** - Unfounded (No crime was found to have actually occurred, or incident was determined to be civil)
- 0** – Exception (Victim refused to cooperate or Prosecutors declined to file)

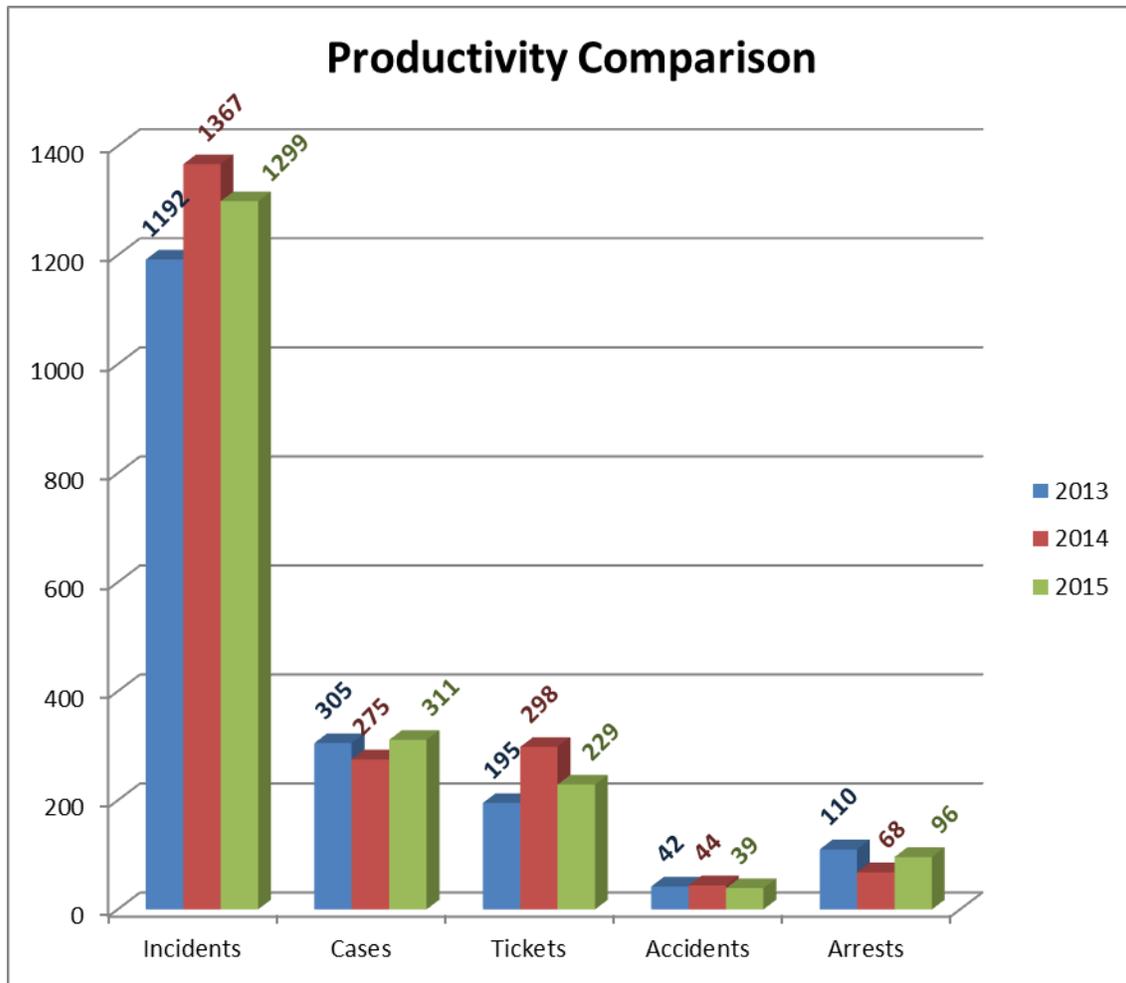
Of the individuals charged with a crime by investigations, **3** were adults, and **4** juveniles.

Investigators were able to recover **\$3196** worth of property this month, however restitution will likely be ordered through the courts on the cases where an arrest resulted.

RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

November 2015
Report #12-11

Chart shows departmental statistics for November 2013, 2014 and 2015.



POLICE LINE - DO NOT CROSS

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Employee Recognition – December 2015 Anniversaries

Years	Employee	Department
23		Chris Stone Business Administration
14		Matthew Slater Fire
11		Joey Clark Police
10		Cameron Beck Fire
10		Chad Wilson Fire
10		Matthew Hennessy Fire
7		Jered Hawkes Fire
7		Stephen Stenquist Fire
7		Brian Wood Fire

5		Brenda Green	Business Administration
3		Bret Bronson	Fire



Riverdale City

Staffing Authorization Plan

As of December 31, 2005		
<i>Department</i>	<i>FTE Authorization</i>	<i>FTE Actual</i>
City Administration	3.00	3.00
Legal Services	5.50	5.50
Community Development	3.50	3.50
Bus Admin - Civic Center	5.75	5.50
Bus Admin - Comm Services	10.00	6.75
Public Works	12.00	11.00
Police	26.00	26.00
Fire	11.50	12.75
Total	77.25	74.00

As of November 30, 2015		
<i>Department</i>	<i>FTE Authorization</i>	<i>FTE Actual</i>
City Administration	3.00	3.00
Legal Services	4.50	4.50
Community Development	3.00	3.00
Bus Admin - Civic Center	5.25	5.25
Bus Admin - Comm Services	9.00	9.00
Public Works	11.00	11.00
Police	22.75	22.75
Fire	15.50	15.25
Total	74.00	73.75

Staffing Reconciliation - Authorized to Actual		
<i>Department</i>	<i>FTE Variance</i>	<i>Explanation</i>
Legal Services	0.00	
Bus Admin - Civic Center	0.00	
Community Development	0.00	
Bus Admin - Comm Services	0.00	
Bus Admin - Civ Ctr	0.00	
Public Works	0.00	
Police	0.00	
Fire	(0.25)	PT position unfilled
Totals	(0.25)	Staffing <u>under</u> authorization

Actual Full Time Employees 57.00
 Actual Part Time Employees 54.00

Condition of the Treasury
Riverdale City and Redevelopment Agency
Report as of October 31, 2015

	Amount of Money on Hand			For the Month Reported		For the Fiscal Year To Date		
	Savings	Checking	Cash Drawers	Revenues	Expenditures	Revenues	Expenditures	Difference
General Fund	\$980,594	\$494,633	\$2,000	\$600,047	\$745,253	\$2,454,776	\$2,588,981	(\$134,206)
						Net of Class C Road Funds:		(\$19,145)
Redevelopment Agency, RDA	\$3,232,249			\$17,691	\$5,861	\$85,649	\$254,497	(\$168,848)
Capital Projects Fund	\$1,573,692			\$863	\$50,969	\$3,377	\$87,922	(\$84,545)
Water Fund	\$1,664,034			\$80,674	\$61,512	\$455,739	\$296,917	\$158,822
Sewer Fund	\$2,270,289			\$95,386	\$20,769	\$383,027	\$246,545	\$136,482
Storm Water Fund	\$1,259,827			\$19,540	\$10,850	\$77,524	\$46,934	\$30,590
Garbage Fund	\$281,845			\$28,922	\$25,358	\$115,370	\$82,935	\$32,435
Motor Pool Fund	\$1,689,915			\$87,122	\$177,033	\$178,554	\$301,960	(\$123,406)
Information Technology Fund	\$178,572			\$10,747	\$6,568	\$42,954	\$28,806	\$14,148
Total	\$13,131,018	\$494,633	\$2,000	\$940,992	\$1,104,174	\$3,796,971	\$3,935,497	(\$138,527)

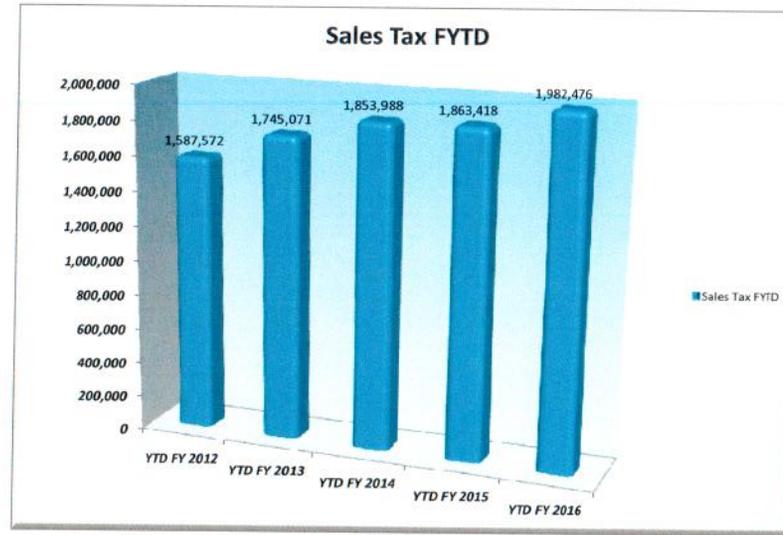
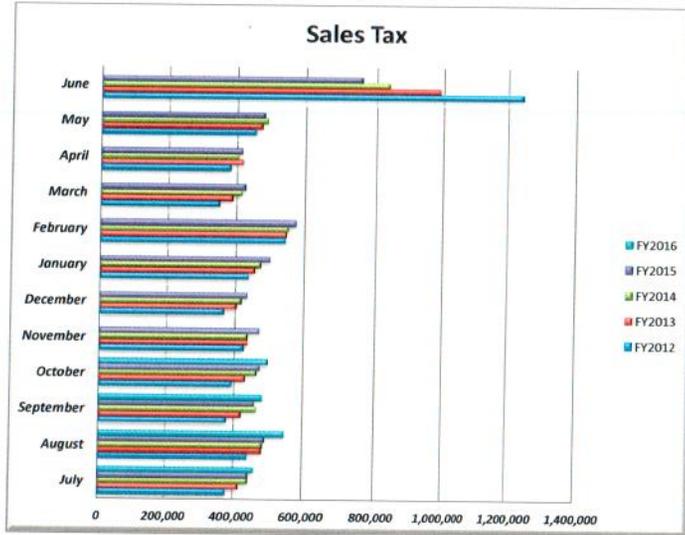
Lynn Fortie
Business Administrator

Notes:

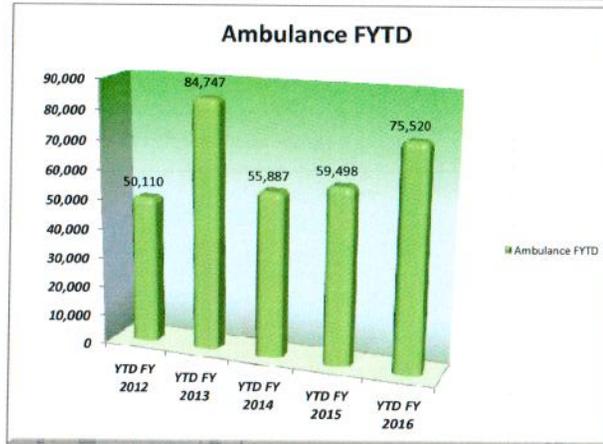
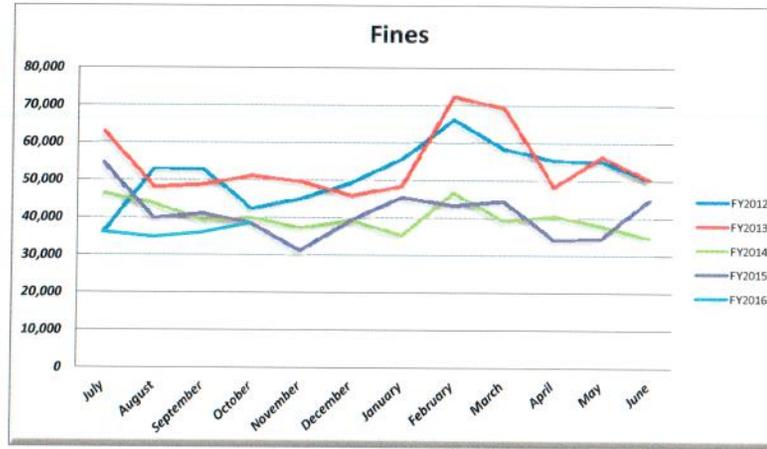
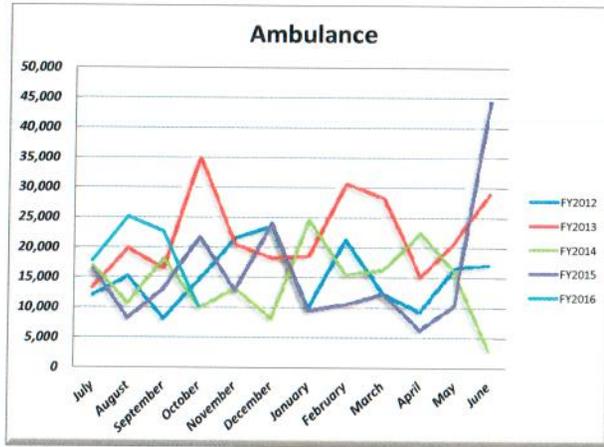
- 1) Savings are held in:
 - a) PTIF (Public Treasurer's Investment Fund), the most recent yield was .66%.
- 2) Checking consists of one account at Wells Fargo Bank: Accounts Payable
- 3) Cash Drawers are located at the Civic Center (\$600), Comm. Ctr.(\$400), Senior's (\$500), and Police (\$500).
- 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.

Condition of the Treasury
Riverdale City Redevelopment Agency
Report as of October 31, 2015

	Amount of Money on Hand			For the Month Reported		For the Fiscal Year To Date		
	Savings	Checking	Cash Drawers	Revenues	Expenditures	Revenues	Expenditures	Difference
RDA General Fund	\$295,131			\$1,154	\$126	\$4,407	\$1,784	\$2,623
Riverdale Road RDA Fund	\$1,445,240			\$1,812	\$0	\$6,287	\$0	\$6,287
1050 West RDA Fund	(\$1,285)			\$0	\$0	\$0	\$0	\$0
550 West RDA Fund	\$308,718			\$1,455	\$0	\$5,054	\$0	\$5,054
West Bench RDA Fund	(\$53,993)			\$0	\$0	\$0	\$0	\$0
Statutory Housing RDA Fund	\$46,041			\$1,262	\$271	\$4,838	\$1,186	\$3,651
Housing RDA Fund	\$329,777			\$1,585	\$150	\$8,316	\$207,552	(\$199,237)
Senior Facility Fund	\$862,621			\$10,423	\$5,315	\$56,748	\$43,974	\$12,774
Total	\$3,232,249	\$0	\$0	\$17,691	\$5,861	\$85,649	\$254,497	(\$168,848)



Sales Tax	July	August	September	October	November	December	January	February	March	April	May	June	Totals
FY2012	377,176	441,207	375,990	393,199	424,423	365,661	439,081	543,110	349,596	381,648	453,855	1,241,631	5,786,576
FY2013	414,591	480,408	419,923	430,149	436,713	400,931	455,267	546,297	388,978	419,261	473,554	989,012	5,855,084
FY2014	442,860	483,531	465,331	462,265	434,672	416,737	472,296	553,020	415,423	404,529	486,693	838,217	5,875,576
FY2015	442,569	488,430	458,153	474,267	472,170	435,446	499,970	575,391	424,999	416,396	478,215	755,204	5,921,208
FY2016	458,600	545,970	482,051	495,854									1,982,476
Sales Tax FYTD	YTD FY 2012	YTD FY 2013	YTD FY 2014	YTD FY 2015	YTD FY 2016								
	1,587,572	1,745,071	1,853,988	1,863,418	1,982,476								



Ambulance	July	August	September	October	November	December	January	February	March	April	May	June
FY2012	12,051	15,189	8,160	14,709	21,611	23,611	9,990	21,399	12,318	9,253	16,619	17,219
FY2013	13,339	19,908	16,496	35,004	20,548	18,307	18,672	30,689	28,315	15,072	21,090	28,998
FY2014	16,960	10,677	18,243	10,007	13,235	8,171	24,577	15,528	16,360	22,613	15,910	2,854
FY2015	16,388	8,217	13,143	21,750	12,854	24,072	9,549	10,562	12,254	6,254	10,466	44,398
FY2016	17,721	25,099	22,604	10,096								

Totals
182,129
266,438
175,136
189,908
75,520

Ambulance FYTD	YTD FY 2012	YTD FY 2013	YTD FY 2014	YTD FY 2015	YTD FY 2016
	50,110	84,747	55,887	59,498	75,520

Fines	July	August	September	October	November	December	January	February	March	April	May	June
FY2012	36,085	52,987	52,985	42,407	45,072	49,402	55,770	66,300	58,582	55,395	55,136	50,205
FY2013	63,188	48,230	48,899	51,273	49,701	45,934	48,540	72,433	69,402	48,355	56,419	50,266
FY2014	46,485	43,787	39,264	40,058	37,333	39,322	35,452	46,766	39,353	40,618	38,020	34,744
FY2015	54,647	39,917	41,150	38,535	31,312	39,420	45,550	43,388	44,521	34,360	34,683	44,960
FY2016	36,066	34,724	35,927	38,538								

Totals
620,325
652,641
481,202
492,443
145,255

Fines FYTD	YTD FY 2012	YTD FY 2013	YTD FY 2014	YTD FY 2015	YTD FY 2016
	184,463	211,590	169,593	174,249	145,255

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 4 MONTHS ENDING OCTOBER 31, 2015

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND REVENUE</u>					
TAX REVENUE	504,943.09	2,017,743.55	6,549,538.00	4,531,794.45	30.8
LICENSES AND PERMITS	4,139.99	28,298.85	187,000.00	158,701.15	15.1
INTERGOVERNMENTAL REVENUE	31,397.44	81,830.67	305,001.00	223,170.33	26.8
CHARGES FOR SERVICES	18,104.60	116,810.90	324,250.00	207,439.10	36.0
FINES AND FORFEITURES	38,537.50	145,254.68	505,500.00	360,245.32	28.7
MISCELLANEOUS REVENUE	2,924.21	64,836.86	223,500.00	158,663.14	29.0
TOTAL FUND REVENUE	600,046.83	2,454,775.51	8,094,789.00	5,640,013.49	30.3
<u>RDA GENERAL FUND REVENUE</u>					
SOURCE 36	1,057.42	4,070.35	7,000.00	2,929.65	58.2
RDA REVENUE	96.97	336.94	20,000.00	19,663.06	1.7
TOTAL FUND REVENUE	1,154.39	4,407.29	27,000.00	22,592.71	16.3
<u>RIVERDALE ROAD RDA FUND REVENUE</u>					
TAX REVENUE	1,812.14	6,286.78	310,000.00	303,713.22	2.0
TOTAL FUND REVENUE	1,812.14	6,286.78	310,000.00	303,713.22	2.0
<u>550 WEST RDA FUND REVENUE</u>					
TAX REVENUE	1,454.62	5,054.12	300,000.00	294,945.88	1.7
TOTAL FUND REVENUE	1,454.62	5,054.12	300,000.00	294,945.88	1.7
<u>STATUTORY HOUSING FUND REVENUE</u>					
TAX REVENUE	387.90	1,347.77	80,000.00	78,652.23	1.7
MISCELLANEOUS REVENUE	873.93	3,489.87	21,800.00	18,310.13	16.0
TOTAL FUND REVENUE	1,261.83	4,837.64	101,800.00	96,962.36	4.8
<u>HOUSING RDA FUND REVENUE</u>					
TAX REVENUE	453.04	1,571.69	80,000.00	78,428.31	2.0
SOURCE 34	540.00	4,270.00	.00	(4,270.00)	.0
MISCELLANEOUS REVENUE	591.88	2,473.84	556,000.00	553,526.16	.4
TOTAL FUND REVENUE	1,584.92	8,315.53	636,000.00	627,684.47	1.3

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 4 MONTHS ENDING OCTOBER 31, 2015

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR FACILITY RDA FUND REVENUE</u>					
TAX REVENUE	1,558.22	5,530.69	300,000.00	294,469.31	1.8
CHARGES FOR SERVICES	8,410.00	49,470.00	152,000.00	102,530.00	32.6
MISCELLANEOUS REVENUE	454.80	1,747.25	7,000.00	5,252.75	25.0
TOTAL FUND REVENUE	10,423.02	56,747.94	459,000.00	402,252.06	12.4
<u>CAPITAL PROJECTS FUND REVENUE</u>					
CAPITAL PROJECTS REVENUE	862.50	3,377.42	145,500.00	142,122.58	2.3
TOTAL FUND REVENUE	862.50	3,377.42	145,500.00	142,122.58	2.3
<u>WATER FUND REVENUE</u>					
WATER - INTEREST REVENUE	852.58	3,188.12	12,000.00	8,811.88	26.6
WATER REVENUE	79,821.85	452,551.32	1,076,000.00	623,448.68	42.1
TOTAL FUND REVENUE	80,674.43	455,739.44	1,088,000.00	632,260.56	41.9
<u>SEWER FUND REVENUE</u>					
SEWER REVENUE	95,385.64	383,026.90	1,141,000.00	757,973.10	33.6
TOTAL FUND REVENUE	95,385.64	383,026.90	1,141,000.00	757,973.10	33.6
<u>STORM WATER FUND REVENUE</u>					
STORM WATER REVENUE	19,540.32	77,523.63	231,000.00	153,476.37	33.6
TOTAL FUND REVENUE	19,540.32	77,523.63	231,000.00	153,476.37	33.6
<u>GARBAGE FUND REVENUE</u>					
GARBAGE REVENUE	28,921.96	115,369.61	346,000.00	230,630.39	33.3
TOTAL FUND REVENUE	28,921.96	115,369.61	346,000.00	230,630.39	33.3
<u>MOTOR POOL FUND REVENUE</u>					
MOTOR POOL REVENUE	87,121.52	178,554.42	394,708.00	216,153.58	45.2
TOTAL FUND REVENUE	87,121.52	178,554.42	394,708.00	216,153.58	45.2

RIVERDALE CITY CORP.
 FUND SUMMARY
 FOR THE 4 MONTHS ENDING OCTOBER 31, 2015

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>INFORMATION TECH. FUND REVENUE</u>					
IT REVENUE	10,747.44	42,954.38	291,320.00	248,365.62	14.7
TOTAL FUND REVENUE	10,747.44	42,954.38	291,320.00	248,365.62	14.7

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 4 MONTHS ENDING OCTOBER 31, 2015

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND EXPENDITURES</u>					
MAYOR/COUNCIL	6,224.57	38,464.76	119,030.00	80,565.24	32.3
LEGAL	42,959.33	169,221.68	553,719.00	384,497.32	30.6
CITY ADMINISTRATION	25,616.40	107,663.32	338,761.00	231,097.68	31.8
BUSINESS ADMINISTRATION	45,490.43	214,217.92	632,510.00	418,292.08	33.9
NON DEPARTMENTAL	5,750.00	23,000.00	137,441.00	114,441.00	16.7
POLICE	216,940.91	890,757.01	2,844,357.00	1,953,599.99	31.3
FIRE	120,493.39	447,713.04	1,386,986.00	939,272.96	32.3
COMMUNITY DEVELOPMENT	27,972.95	116,859.94	364,546.00	247,686.06	32.1
STREETS	190,836.60	291,039.37	775,076.00	484,036.63	37.6
PARKS	28,442.94	124,417.45	398,864.00	274,446.55	31.2
COMMUNITY SERVICES	34,525.87	165,626.64	543,499.00	377,872.36	30.5
TOTAL FUND EXPENDITURES	745,253.39	2,588,981.13	8,094,789.00	5,505,807.87	32.0
<u>RDA GENERAL FUND EXPENDITURES</u>					
RDA EXPENSES	125.97	1,783.91	27,000.00	25,216.09	6.6
TOTAL FUND EXPENDITURES	125.97	1,783.91	27,000.00	25,216.09	6.6
<u>RIVERDALE ROAD RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	310,000.00	310,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	310,000.00	310,000.00	.0
<u>550 WEST RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	300,000.00	300,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	300,000.00	300,000.00	.0
<u>STATUTORY HOUSING FUND EXPENDITURES</u>					
EXPENDITURES	270.90	1,186.41	101,800.00	100,613.59	1.2
TOTAL FUND EXPENDITURES	270.90	1,186.41	101,800.00	100,613.59	1.2
<u>HOUSING RDA FUND EXPENDITURES</u>					
EXPENDITURES	150.00	207,552.29	636,000.00	428,447.71	32.6
TOTAL FUND EXPENDITURES	150.00	207,552.29	636,000.00	428,447.71	32.6

RIVERDALE CITY CORP.
 FUND SUMMARY
 FOR THE 4 MONTHS ENDING OCTOBER 31, 2015

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR FACILITY RDA FUND EXPENDITURES</u>					
EXPENDITURES	5,314.59	43,974.20	459,000.00	415,025.80	9.6
TOTAL FUND EXPENDITURES	5,314.59	43,974.20	459,000.00	415,025.80	9.6
<u>CAPITAL PROJECTS FUND EXPENDITURES</u>					
CAPITAL PROJECTS EXPENDITURES	50,968.63	87,922.07	145,500.00	57,577.93	60.4
TOTAL FUND EXPENDITURES	50,968.63	87,922.07	145,500.00	57,577.93	60.4
<u>WATER FUND EXPENDITURES</u>					
WATER EXPENSES	61,512.24	296,917.27	1,820,990.00	1,524,072.73	16.3
TOTAL FUND EXPENDITURES	61,512.24	296,917.27	1,820,990.00	1,524,072.73	16.3
<u>SEWER FUND EXPENDITURES</u>					
SEWER EXPENSES	20,769.13	246,544.59	1,049,130.00	802,585.41	23.5
TOTAL FUND EXPENDITURES	20,769.13	246,544.59	1,049,130.00	802,585.41	23.5
<u>STORM WATER FUND EXPENDITURES</u>					
STORM WATER EXPENSES	10,850.47	46,933.78	343,586.00	296,652.22	13.7
TOTAL FUND EXPENDITURES	10,850.47	46,933.78	343,586.00	296,652.22	13.7
<u>GARBAGE FUND EXPENDITURES</u>					
GARBAGE EXPENSES	25,357.65	82,934.65	332,500.00	249,565.35	24.9
TOTAL FUND EXPENDITURES	25,357.65	82,934.65	332,500.00	249,565.35	24.9
<u>MOTOR POOL FUND EXPENDITURES</u>					
MOTOR POOL EXPENSES	177,033.43	301,960.48	698,274.00	396,313.52	43.2
TOTAL FUND EXPENDITURES	177,033.43	301,960.48	698,274.00	396,313.52	43.2
<u>INFORMATION TECH. FUND EXPENDITURES</u>					
IT EXPENSES	6,567.61	28,806.42	102,630.00	73,823.58	28.1
TOTAL FUND EXPENDITURES	6,567.61	28,806.42	102,630.00	73,823.58	28.1

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 4 MONTHS ENDING OCTOBER 31, 2015

<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
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COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT

December 10, 2015

NEW & ONGOING DEVELOPMENTS



Reeve
& Associates, Inc.

Reeve & Associates professional services has started construction on a new office building for their company to be located at 5160 South 1500 West.



New City HVAC is planning to open in phase one of the Riverdale Business Park located at 1451 West 5175 South.

***WASATCH
UPHOLSTERY***

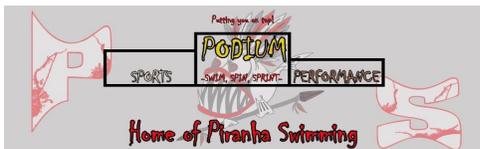
Wasatch Upholstery will soon open in phase two of the Riverdale Business Park located at 1393 West 1575 South.

**FRESH
NAILS**

Fresh Nails is opening a location at 4159 South Riverdale Road.

**Riverdale
Business
Park**

Construction will soon begin on phase three of the Riverdale Business Park located at 5175 South 1500 West.



Podium Sports Performance Triathlon Training Center will open at 1393 W. 5175 S., Suite 201.



**RIVERDALE CITY
CITY COUNCIL AGENDA
December 15, 2015**

AGENDA ITEM: F1

SUBJECT: Consideration of meeting minutes from:
November 17, 2015 City Council Work Session
November 17, 2015 City Council Regular Session

PETITIONER: City Recorder

ACTION REQUESTED BY PETITIONER: Consideration to Approve Minutes.

INFORMATION: See attached minutes as follows:

[November 17, 2015 City Council Work Session](#)

[November 17, 2015 City Council Regular Session](#)

[BACK TO AGENDA](#)

Minutes of the **Work Session** of the **Riverdale City Council** held Tuesday, November 17, 2015, at 5:30 PM, at the Civic Center in the Administrative Offices, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: City Council: Norm Searle, Mayor
Michael Staten, Councilor
Don Hunt, Councilor
Braden Mitchell, Councilor
Brent Ellis, Councilor
Gary E. Griffiths, Councilor

City Employees: Rodger Worthen, City Administrator
Steve Brooks, City Attorney
Stacey Comeau, Human Resources
Jackie Manning, City Recorder

Mayor Searle welcomed the Council Members stating for the record that all were in attendance.

Open Communications:

Mayor Searle asked if anyone was aware of any open communications and there were none.

Presentations and Reports:

Mayor Searle thanked all who participated in the Veterans Day Ceremony. He expressed gratitude for all the Councilors who attended that event.

Mayor Searle invited discussion on the report on fiscal year 2014-2015 audit. Mr. Worthen stated the audit was clean. Mr. Worthen excused Lynn Fortie from tonight's meeting and stated Mr. Ambrose, from Christensen, Palmer & Ambrose, would be presenting the report.

Consent Items:

Mayor Searle invited any corrections or comments for the work session and regular meeting minutes for the City Council Meeting held on October 20, 2015. Councilor Mitchell requested a correction to the work session meeting, discretionary items, regarding Justin Baker and 525 West. Councilor Mitchell requested the reference to 525 West "cul-de-sac" be changed to "street". He clarified 525 West is not a cul-de-sac.

Action Items:

Mayor Searle invited discussion regarding the first action item, consideration of resolution 2015-34 canvassing, accepting & approving the results of the Municipal General Election held on November 3, 2015. Ms. Manning stated the Council will receive the results of the meeting during the regular meeting.

Mayor Searle invited discussion regarding the second action item, consideration of resolution 2015-29 amending HR Policy: 3-3 Anit-Nepotism, 6-3 Use of City Vehicles, 8-2 Travel and Training, and 9-17 Employee Recognition. There was no discussion regarding this item.

Mayor Searle invited discussion regarding the third action item, consideration of Ordinance 872 amending City Code Title 5, Police Regulations, and Title 7, Public Ways and Property, amending rules and regulations by allowing archery under certain situations. Mr. Brooks, City Attorney stated Rich Taylor, Community Center Supervisor, requested this change to allow for some recreational archery. Mr. Taylor will present this item during the regular meeting.

Discretionary Items:

Mayor Searle discussed the luncheons with the Mayor for local Elementary kids. He felt they have had a good turnout. Each student receives a picture for the event and get to eat lunch with the Mayor and City Staff. The children provide feedback and learn more about the City.

Mr. Worthen discussed 525 West. He stated the police department are currently collecting traffic data throughout the city to address previous traffic concerns expressed by residents. In addition, the police department have been conducting various patrols. Mr. Worthen provided possible solutions regarding the cross-walk concerns, such as, additional painting and striping, and additional signage. Councilor Staten offered to provide recent studies regarding cross-walks and traffic safety to City Staff. There was a discussion on increasing pedestrian safety at cross walks with an emphasis on reviewing current traffic studies, and the possible implementation of LED flashing lights.

There was a brief discussion regarding the RDA Agenda. No changes were requested to the RDA Meeting Minutes. Mr. Worthen provided an update regarding the 7 RDA homes located on 500 West. All homes are vacant with the exception of 2 tenants, who have been notified and will be out tomorrow. The fire department has expressed interest in conducting minor fire trainings in the vacant homes, prior to the demolition. They are currently acquiring the appropriate permits and will work with Jeff Woody, the Building Official, to determine which homes are safest for fire training.

Adjournment:

Having no further business to discuss the Council moved to the discussion of the RDA agenda at 5:57PM.

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, November 17, 2015, at 6:00 PM, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

- Present:**
- City Council:
 - Norm Searle, Mayor
 - Don Hunt, Councilor
 - Braden Mitchell, Councilor
 - Brent Ellis, Councilor
 - Gary E. Griffiths, Councilor
 - Michael Staten, Councilor
 - City Employees:
 - Rodger Worthen, City Administrator
 - Steve Brooks, City Attorney
 - Mike Eggett, Community Development Director
 - Stacey Comeau CHECK SPELLING, Human Resources
 - Jackie Manning, City Recorder
 - Excused:
 - Lynn Fortie, Business Administrator
 - Dave Hansen, Police Chief
 - Visitors:
 - Charles Kerkvliet
 - Alan Arnold
 - Cody Hansen
 - Lori Fleming
 - Dave Leahy
 - Melayne Arnold
 - Lilia Hansen
 - Steve Hilton
 - Celia Orr
 - Kristen Arnold
 - Jeremy Hansen
 - Stacey Haws

A. Welcome and Roll Call

Mayor Searle called the meeting to order and welcomed all in attendance, including all Council Members and all members of the public.

B. Pledge of Allegiance

Mayor Searle invited Councilor Mitchell to lead the Pledge of Allegiance.

C. Moment of Silence

Mayor Searle called for a moment of silence and asked everyone to remember our police officers, fire fighters, U.S. Military service members, and members of the City Council as they make decision this evening. He also asked that we keep Paris within our thoughts.

D. Open Communications

Mayor Searle invited any member of the public with questions or concerns to address the Council and asked that they keep their comments to approximately three minutes.

Dave Leahy, 864 W 4300 S Riverdale, Utah discussed the Veterans Ceremony on November 11, 2015. He stated it was one of the best ceremonies he has attended and thanked the city for the ceremony and all the hard work of the staff who put the ceremony together. He individually thanked Rodger Worthen, City Manager, Councilor Mitchell, Michaela Orr, Colonel Jolly, Chuck Kerkvliet, Rich Taylor, Chris Stone, Jackie Manning, the Police Department, the Fire Department and the Military Academy. He also thanked Sam's Club for donating the refreshments following the ceremony. He expressed appreciation for the music the Military Academy provided.

E. Presentations and Reports

1. Mayors Report

Mayor Searle expressed gratitude for everyone who participated in the Veterans Ceremony. He thanked Chuck and Dave for putting the Veteran's Memorial together. He discussed the importance of citizen involvement to assist the City and keep a watchful eye over the community.

Mayor Searle discussed the luncheons with the Mayor and the elementary students. They invited students from surrounding schools, as well as their advisors to eat lunch with the Mayor and City Staff. While the students ate lunch they shared ideas about Riverdale City and offered suggestions of improvement for the City.

2. Administrative Reports

Mr. Worthen highlighted a few of the administrative reports, specifically Rich Taylor in his recreational activities and the activities with the youth council. He called attention to the new Fire Chiefs report regarding policy changes. He invited questions regarding the staff reporting.

69 He recognized the anniversaries for the month of November. He noted that Chief Hansen has provided 30 years of
 70 service and has asked to be recognized next month, as he is currently out of town. He announced Lynn Fortie has
 71 announced his retirement as of the end of the year.

72
 73 He reviewed the remaining items as seen in the packet and summarized the upcoming new businesses for Riverdale
 74 City.

75
 76 **3. Report on Fiscal Year 2014-2015 Audit**

77 Mr. Ambrose reviewed the fiscal year audit report. He expressed a special thanks to City Staff, specifically Stacey
 78 Comeau and Lynn Fortie for their assistance and cooperation in providing Mr. Ambrose all the information needed for the
 79 audit.

80
 81 Mr. Ambrose reported overall the audit was clean and compliant with Utah State financial laws. He referred to the
 82 letter, as seen in the packet, which summarizes the overall audit results. He reviewed various graphs and sections of the
 83 audit.

84
 85 **F. Consent Items**

86
 87 Mayor Searle asked for any changes to the regular and work session meeting minutes for the City Council Meeting
 88 held on October 20, 2015. There were minor changes to the meeting minutes, as discussed in the work session, which
 89 have been corrected.

90
 91 **MOTION:** Councilor Hunt moved to approve the regular and work session meeting minutes for the
 92 City Council Meeting held on October 20, 2015. Councilor Ellis seconded the motion.
 93 There was not any discussion regarding this motion. The motion passed unanimously.

94
 95 **G. Action Items**

96
 97 **1. Consideration of Resolution 2015-34 canvassing, accepting & approving the results of the Municipal General**
 98 **Election held on November 3, 2015.**

99
 100 Ms. Manning summarized an executive summary which explained:

101 The Riverdale City Municipal General Election was held on November 3, 2015, with a mixture of mail-in ballots and a
 102 live poll at the Riverdale Civic Center, 4600 South Weber River Drive, Riverdale, Utah 84405.

103
 104 The code allows a municipality to canvass their results between 7 and 14 days after the election. The code also
 105 provides that a military-overseas ballot be counted if it is received the day before the latest deadline for completing the
 106 canvass. Weber County Officials, in conjunction with the Lieutenant Governor's Office, therefore, recommend the
 107 Canvass take place November 17, 2015.

108
 109 Ms. Manning verified the summary for Riverdale City, prepared by Weber County to ensure all ballots were
 110 accounted for. There were no irregularities or problems with this election that she was aware of. She certified the process
 111 was conducted in accordance with Utah State Law and the results compiled and presented at the Canvass are true and
 112 correct to the best of her knowledge.

113
 114 **The results were reported as follows:**

COUNCIL CANDIDATES	TOTAL
Braden D. Mitchell	849
Alan Arnold	636
Stacey E. Haws	427
Cody Hansen	560
Ember Herrick	539
Steve Hilton	549

115
 116 City Council candidates Braden D. Mitchell, Alan Arnold and Cody Hansen, received the highest number of votes in
 117 this General Election and are hereby certified as the newest members of the Riverdale City Council. They will serve a
 118 term from January 1, 2016 through December 31, 2019.

119
 120 There are currently 3,153 registered voters in the City of Riverdale, with 5 precincts. Of the total number of registered
 121 voters, 1,405 ballots were cast totaling in 3,560 votes. The percentage of voter participation was 44.6 percent.

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Summary of Votes Cast – 3,153 Registered Voters

Polling	54	3.8%
By-Mail	1,351	96.2%
Total	1,405	

By Mail Ballot Summary:

Ballots Mailed	3,153
Ballots Returned and Counted	1,351
Ballots Returned Undeliverable	81 (2.5%)
Ballots not Counted	23

Reasons for not counting	Qty
Empty envelopes	1
Primary Election ballot	1
Late postmark	10
Unsigned	4
Signature didn't match	6
Signature not on file	1
Totals	23

Each voter whose ballot was not counted was given a chance to correct the deficiency. They were sent a letter and were personally contacted by phone and then by email if those were known.

Provisional Ballot Summary:

Provisional Ballots Cast	2
Ballots Not Counted	0

MOTION: Councilor Staten moved to approve Resolution 2015-34 canvassing, accepting & approving the results of the Municipal General Election. Councilor Hunt seconded the motion.

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

ROLL CALL VOTE: Councilor Ellis, Mitchell, Staten, Hunt, Griffiths and Mayor Searle all voted in favor. The motion passed unanimously.

2. Consideration of Resolution 2015-29 Amending HR Policy: 3-3 Anti-Nepotism, 6-3 Use of City Vehicles, 8-2 Travel and Training, and 9-17 Employee Recognition.

Ms. Comeau explained they are requesting an amendment to these policies to reflect what is currently being practiced by the City and to allow for better clarification for City Staff. There were no questions regarding 3-3 Anti-Nepotism or 6-3 Use of City Vehicles.

Councilor Griffith inquired about 8-2, Travel and Training and expressed concern regarding employees possibly missing out on training opportunities due to the existing travel and training policy. Ms. Comeau explained that employees could still travel outside of Utah as long as they received permission from their department head, and as long as the training was not offered locally. She explained by keeping the majority of staff training within Utah they are keeping costs down and better utilizing tax payer dollars. She stated there are grants available for various out of state trainings.

MOTION: Councilor Mitchell moved to approve Resolution 2015-29 Amending HR Policy: 3-3 Anti-Nepotism, 6-3 Use of City Vehicles, 8-2 Travel and Training, and 9-17 Employee Recognition. Councilor Ellis seconded the motion.

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

ROLL CALL VOTE: Councilor Mitchell, Staten, Hunt, Griffith, Ellis all voted in favor. The motion passed unanimously.

3. **Ordinance 872 Amending City Code Title 5, Police Regulations, and Title 7, Public Ways and Property, Amending Rules and Regulations by Allowing Archery Under Certain Situations.**

Mr. Taylor summarized an executive summary which explained:

The current city code prohibits the discharge of firearms or bows and arrows. The recreation department is considering offering an archery class to the citizens as part of the recreation program.

Mr. Taylor is currently certified in both teaching and supervising an archery class and would like to have the opportunity to offer such a class if there is enough interest in the community. Under the current laws, he would not be able to. The amendments proposed here, still prohibit the discharge of arrows unless it is part of a city program.

Cost to the city for the code charges are minimal and eventual costs for the program would be part of the Recreation budget and/or shared with the participants.

There was a discussion regarding City liability. Mr. Brooks, City Attorney, did not feel this activity would be held at a higher liability than other recreational activities. There was a discussion regarding the type of bows and arrows allowed for the recreational activity. Mr. Taylor stated that would be contingent upon the grant in which the City applied for. His preference would be light weight compound bows. The classes would be introductory with a focus on range rules, safety, and an introduction on target shooting. All participants would have to use the bows provided by the City.

There was a discussion regarding the potential hazard of people using the range in between the scheduled classes. Mr. Taylor confirmed that the targets and equipment would be removed from the location and the code prohibits any shooting of fire arms or bows and arrows outside this proposed recreation program, so violators would be subject to the police enforcement of breaking the law. The specific location was undecided at this point.

Mr. Taylor stated this is a great program available to so many different ages and abilities. This allows another opportunity for children to excel. Mayor Searle thanked Mr. Taylor for all his hard work with the Recreation Department.

MOTION: Councilor Ellis moved to approve Ordinance 872 Amending City Code Title 5, Police Regulations, and Title 7, Public Ways and Property, Amending Rules and Regulations by Allowing Archery Under Certain Situations. The motion was seconded by Councilor Mitchell.

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

ROLL CALL VOTE: Councilor Staten, Hunt, Griffiths, Ellis, Mitchell all voted in favor. The motion passed unanimously.

H. Discretionary Items

Mayor Searle invited discussion regarding discretionary items. There were none.

I. Adjournment.

MOTION: Having no further business to discuss, Councilor Staten made a motion to adjourn. The motion was seconded by Councilor Ellis; all voted in favor. The meeting was adjourned at 6:48 PM.

Norm Searle, Mayor

Jackie Manning, Admin Professional

Date Approved: _____

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**RIVERDALE CITY
CITY COUNCIL AGENDA
December 15, 2015**

AGENDA ITEM: F2

SUBJECT: Consideration of 2016 City Council Meeting Schedule

PETITIONER: City Recorder

ACTION REQUESTED: Consideration to Approve 2016 Schedule.

INFORMATION: [2016 City Council Meeting Schedule](#)

[BACK TO AGENDA](#)



2016 CITY COUNCIL MEETING SCHEDULE

Regular meetings of the Riverdale City Council will be held the first and third Tuesdays of the month at 6:00 PM at the Riverdale Civic Center, 4600 South Weber River Drive. Additional meetings may be scheduled or changed as necessary with proper legal notification.

January 5	June 21
January 19	July 5
February 2	July 19
February 16	August 2
*February 20	August 16
March 1	September 6
March 15	September 20
April 5	October 4
April 19	October 18
May 3	November 1
May 17	November 15
June 7	December 6
	December 20

***Strategic Planning Meetings:** are held on Saturdays from 8AM to 4PM at the Riverdale Senior Center 4433 S 900 W. There will be two strategic planning meetings during the 2016 year. Each meeting will be properly noticed according to state code.

****Joint Strategic Planning Meetings:** there will be a joint strategic planning meeting with City Council and Planning Commission. This meeting will be properly noticed according to state code.

Riverdale City is in compliance with the Americans with Disabilities Act, and provides special accommodations for all those citizens in need of assistance. Persons requesting accommodations should contact the City Offices (801) 394-5541 at least 48 hours in advance of the meeting.

**RIVERDALE CITY
CITY COUNCIL AGENDA
December 15, 2015**

AGENDA ITEM: G1

SUBJECT: Consideration of Ordinance 873 Approval of creating subdivision,
Pinecrest, approximately 5445 S 600 W

PETITIONER: David Combe

ACTION REQUESTED BY PETITIONER: Approval of subdivision

INFORMATION:

- a. [Ordinance 873](#)
- b. [Executive Summary](#)
- c. [Pinecrest Small Subdivision Review](#)
- d. [Engineer Review](#)
- e. [Staff Reports](#)
- f. [Application](#)
- g. [Easement Documents](#)
- h. [Final Plat](#)
- i. [Site Plan](#)

[BACK TO AGENDA](#)

ORDINANCE NO. 873

AN ORDINANCE CREATING A SUBDIVISION KNOWN AS "PINECREST" LOCATED AT APPROXIMATELY 5445 SOUTH 600 WEST, 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 a subdivision located at approximately 5445 South 600 West, known as Pinecrest, at the request of David Combe, (herein Petitioner), of a certain parcel of land hereinafter described in detail on the attached Exhibits; and

WHEREAS, Petitioner desires to subdivide the current said parcel into parcels of land and to record the boundaries between the pieces in order to make distinct lots; and

WHEREAS, the petitioner has complied with all the requirements set forth in Utah Code and the Riverdale City Code (Title 10 Chapter 8 and Title 10 Chapter 21 Section 12) concerning subdivision creation; and

WHEREAS, the petitioner of the said parcel of land, has received a recommended approval of said subdivision from the Riverdale City Planning Commission (12/01/2015); and

WHEREAS, the City now desires to 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 the 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 5433 South and 5445 South 600 West, be divided into lots, creating the "Pinecrest" subdivision, 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 December, 2015.

Norm Searle
Riverdale City Mayor

Attest:

Jackie Manning
City Recorder



City Council Executive Summary

For the Council meeting on: 12-15-2015

Petitioner: David Combe

Summary of Proposed Action

David Combe has applied for a Small Subdivision review and approval of the proposed Pinecrest two-lot subdivision located at approximately 5433 South and 5445 South 600 West in an Agricultural A-1 zone. Small subdivision applications are governed by City Code 10-21-12 "Small Subdivisions; Special Provisions" when certain criteria have been met as part of the application. A public hearing is not required to consider this proposal. Following the presentation and discussion of the proposal, the City Council may consider a motion for approval of the proposed Pinecrest Subdivision, approval with additional comments and/or conditions, or not to consider approval of the proposed Pinecrest Subdivision with supporting findings of fact relative to this decision.

Title 10 Ordinance Guidelines (Code Reference)

This Small Subdivision/Site Plan review is regulated under City Code 10-21 "Subdivisions", specifically 10-21-12 "Small Subdivisions; Special Provisions", and is affected by City Codes 10-9B "Single Family Residential Zones (R-1-10, R-1-8, R-1-6, R-1-4.5)", 10-14 "Regulations Applicable to All Zones", 10-15 "Parking, Loading Space; Vehicle Traffic and Access" and 10-19 "Conditional Uses" (as it relates to the zero lot line placement request; refer to following agenda item and executive summary).

The Small Subdivisions section of the City Code states specifically:

10-21-12: SMALL SUBDIVISIONS; SPECIAL PROVISIONS:

A preliminary plan shall be required for all subdivisions but under the conditions listed below, approval of the preliminary plan by the planning commission and by the city council shall be authorization for the subdivider to sell lots within the subdivision covered by the preliminary plan by metes and bounds, and the requirements of a final plan shall be waived. When final plans are not required, the subdivider shall provide such improvements on existing streets within the subdivision as shall be required by the city council. Final plans shall not be required where all of the following conditions exist:

- A. The subdivision consists of not more than ten (10) lots.
- B. The subdivision does not require the dedication of any land for street or other public purposes.
- C. The subdivision is not traversed by the mapped lines of a proposed street or a street to be widened as shown on the major street plan.
- D. Each of the lots in the subdivision meets the frontage, width and area requirements of this title, or has been granted a variance from such requirements by the board of adjustment. (1985 Code § 19-40-11)

The proposed subdivision parcels currently have an established residence built on Lot 1, whereas Lot 2 has remained vacant for many years as an agricultural pasture for livestock. The applicant desires to move

forward on building plans to build a new residence on Lot 2 and in order to do such has proposed this small subdivision. There are some outstanding site plan notation, sewer lateral plan/profile, and easement concerns as noted in the City Engineer review that need to be clarified and resolved as part of this process. The petitioner is anxious to move forward with development of Lot 2, if the subdivision is granted, due to concerns associated with natural conditions during this time of the year and would like to proceed as quickly as possible.

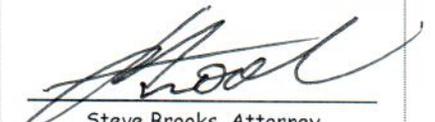
Attached with this executive summary is a document entitled "Small Subdivision Review - Pinecrest Subdivision"; this is a supplementary document addressing items on the Preliminary Site Plan application and as directed by 10-21-12. No major concerns were noted as part of the Planning and Zoning review. Also attached, following this executive summary, are comments from the contracted City Engineer, Public Works Department, Fire Department, Police Department and City Administrator. Other supplementary documentation from the applicant and the applicant's engineer/surveyor team has been provided as well.

Staff would encourage the City Council to review this matter, including concerns outlined herein, and then discuss with the petitioner concerns raised by staff, in addition to any items of discussion and concern raised by the City Council. Staff would then recommend that the City Council act accordingly to consider a motion for approval of the proposed Pinecrest Subdivision, approval with additional comments and/or conditions, or not to consider approval of the proposed Pinecrest Subdivision with supporting findings of fact relative to this decision.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as "Agricultural" and "Residential - Low Density" and this proposed project complies with this land use.

Legal Comments - City Attorney



Steve Brooks, Attorney

Administrative Comments - City Administrator

Rodger Worthen, City Administrator



Small Subdivision Review – Pinecrest Subdivision 5433 South and 5445 South 600 West

Completed by Mike Eggett, Community Dev. Director on 11/18/2015 and updated on 12/9/2015

Recommendation: City staff recommends that the City Council examine and review items associated with this small subdivision review and approve the proposal accordingly if applicant has satisfied approval criteria. Items of consideration or note have been highlighted in yellow for potential discussion purposes. Please note due to City Code 10-21-12, applicant is only required to provide a preliminary plan to Planning Commission and City Council for review and approval purposes with this small subdivision.

Date Plan Submitted to City: (Must be at least two weeks prior to Planning Commission meeting)	Nov. 6, 2015, Updated on Dec. 2, 3, and 7, 2015
Date Application Submitted to City:	Nov. 6, 2015
Date Fee Paid:	Paid on Nov. 6, 2015 (see receipt for detail)
Small Subdivision/Site Plan – Preliminary Requirements	Departmental Review Comments
<i>PLAT SHEET</i>	
Owner’s name, address, and phone number	Glenna and David Combe, 801-458-5541; address shown on application
Developer’s name, address, and phone number	David Combe, 801-458-5541; address shown on application
Approving agency’s name and address: Utility companies if applicable	None shown (if applicable)
Consulting Engineer’s name, address, and phone number	Reeve & Associates, 920 Chambers Street, Ste 14, Ogden, Utah 84403, 801-621-3100
Licensed Land Surveyor’s name, address, phone number, signature, and seal	Reeve & Associates, 920 Chambers Street, Ste 14, Ogden, Utah 84403, 801-621-3100; signature not shown at this point
Date	Yes – October 26, 2015
Revision block with date and initials	<u>Revision block not shown</u>
Sheet number and total sheets	Yes shown (site plan and plat provided)
<u>General</u>	
Street names	Yes, shown on drawing

Layouts of lots with lot numbers	Yes, Lots 1 and 2 shown
Adjacent tract ownership and tax identification numbers	<u>Tax identification numbers not shown</u> ; ownership information shown
Scale (minimum 1"=50' to 1"=10')	Yes, scale is showing
North arrow	Yes
Existing easements, structures, and utility lines: Approval to cross, use, or relocate	Yes, shown on drawing; inquire about approval to cross or use adjacent easements, utilities, etc.
Space for notes	Yes, adequate space available
Contours	Contours lines shown
Public areas	Location of sidewalks, right-of-way, curbing, and park strips along 600 W. not shown
<u>Vicinity Map</u>	
Street names	Yes, shown
Site location	Yes, shown
North arrow	Yes, shown
Scale	Yes, shown
<u>Layout</u>	
Street Names	Yes, shown on drawing
Layouts of lots with lot numbers	Yes, Lots 1 and 2 shown
Bearings and distances for all property lines and section ties	Yes, shown
Boundary and legal description	Yes, shown
Adjacent tract ownership and tax identification numbers	<u>Tax identification numbers not shown</u> ; ownership information shown
Scale (minimum 1"=50')	Yes, scale is showing
North arrow	Yes
Owner's dedication certificate for subdivision (Notary Acknowledgement)	Yes, shown
Landscaping (location and type with area calculations)	Not shown, discuss with applicant, not major concern
Location of exterior lighting devices, signs, and outdoor advertising	Not applicable
Location of underground tanks, dumpsters, etc	Not applicable
<u>Additional Information</u>	
Benchmark	Yes

Basis of bearings	Yes
Legend	Yes
Center line stationing	Yes
Existing natural ground	Yes
<u>New and Existing Buildings</u>	
Height and Size	New home: Height = around 26 feet; Building size approx. 3950 sq ft
Location, setbacks, and all dimensions	Front setback = approx. 250 ft.; north side setback = approx. 100 ft.; south side setback = approx. 1120 ft; rear setback = approx. 580 ft.; dimensions of home are found on building plans if desired to research more
Type of construction	Appears to be rock, stucco, hardy plank, etc.
Type of occupancy and proposed uses	A-1 Agricultural uses and Residential home uses; R-2 Residential home uses
<u>New and Existing Walls and Fences</u>	
Location, design, and height	<u>Not identified (if applicable)</u>
Materials proposed for construction	None proposed at current time
<u>New and Existing Parking</u>	
Location, area, and layout of off-street parking (size of stalls, regular and handicapped)	Cannot identify off-street parking availability, but appear sufficient to meet code req of minimum of 2 spaces; refer to City 10-15 for more;
<u>New and Existing Ingress and Egress</u>	
Location and size of points of ingress and egress for motor vehicles and internal use	Points of lot ingress/egress identified on site plan; <u>size of ingress/egress opening distance unknown</u>
<u>New and Existing Streets</u>	
All access points	Yes, this is shown
Center lines	Yes, this is shown
Right-of-way lines	Yes, this is shown to some extent, not in detail
Face of curb lines	<u>Not shown</u>
Centerline slope	Not applicable
Signing and striping	Not applicable
Light poles	Not applicable
Street lights	Not applicable

Street name signs	Not applicable
Stop signs	Not applicable
UDOT approval (if required for project)	Not applicable
Sidewalk (4' side with 4" of road base or 6' side with 6" of road base through the approach)	Location not shown; developer will be responsible for replacing any damaged sidewalk facilities due to project
Planting Strip	Location not identified on plat
<u>New and Existing Storm Drainage</u>	
Top of curb elevations	Not applicable
Slope of gutter	Not applicable
Manholes	Not applicable
Invert elevations	Not applicable
Length, size, slope, and type of mains and laterals	Not applicable
Location of catch basins	Location not showing
Ditches, location and ownership	None nearby project
Approval to pipe, reroute or use	Not shown or noted, if approval is necessary
Calculations for retention system	Discuss with developer to verify retention needs if any for project; defer to City Engineer
<u>New and Existing Sanitary Sewers</u>	
Manholes	Not applicable
Invert elevations	Not applicable
Length, size, type, and slope of mains and laterals	Will need to be installed in conformance to size, type, and slope standard of Riverdale City per note
<u>New and Existing Water Lines</u>	
Length, size, type, and slope of mains and laterals	Will need to be installed in conformance to size, type, and slope standard of Riverdale City per note
Location, size, and type of water meters, valves, and fire hydrants	Water meter locations not identified; location of valves and existing fire hydrants not shown; will need to be installed in conformance to size, type, and slope standard of Riverdale City per note
<u>New and Existing Gas Lines</u>	
Size and type	Location, size, and type not shown
<u>New and Existing Electrical Lines</u>	

Size, location, and type	Location, size, and type not shown
Location of power poles	Location not shown
<u>New and Existing Telephone Lines</u>	
Location of poles, junction boxes, and manholes	New (if any) and existing not currently shown
<u>New and Existing Cable TV Lines</u>	
Location of lines (if applicable)	Not currently shown
<i>DETAILED DRAWINGS</i>	
Cross section of roadway (minimum 8" road base and 3" asphalt)	Not applicable
Cross section of curb and gutter (standard 30" high back)	Not applicable
Gutter inlet box with bicycle safe grate	Not applicable
Cleanout box	Not applicable
Thrust blocking	Not applicable
Special energy dissipating or drop manholes	Not applicable
<i>ADDITIONAL INFORMATION</i>	
Soils report	Geotechnical report has been provided
Drainage and runoff calculations	<u>Discuss with developer to verify drainage needs if any for project; defer to City Engineer</u>
Water right transfer documentation	Not provided (not needed for this project)
Copy of protective covenants, codes, and regulations for development	Not applicable
8 ½" x 11" copy of plat	Hard copies and digital copy provided
<u>OTHER ITEMS</u>	
Building elevation renderings	Yes, provided plans to building official with non-colored elevation renderings
Zoning compliance	Yes, A-1 zone allows for a single home per 40,000 sq. ft., R-2 zone allows for a single home per 8,000 sq. ft.
Use compliance	Yes, A-1 zone allows for a single home per 40,000 sq. ft. and agricultural uses, R-2 zone allows for a single home per 8,000 sq. ft.
Engineering comments and letter of approval recommendation	Engineering comments, along with City Administrator, Fire Chief, Police Chief, and Public Works Director comments have been provided

All Planning Commission and City Staff conditions for approval have been met	All City Staff conditions have not been fully satisfied, specifically a few outstanding engineering concerns that are still noted in the City Engineer letter
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7 December 2015

Riverdale City
4600 South Weber River Drive
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director
Proj: **Pinecrest Subdivision**
Subj: Subdivision Plat Review and Site Improvement Drawing Review

Dear Mike,

I have reviewed with Dave Combe – developer and his engineer - Reeve Engineering the above referenced project drawings and submit the following review comments, which should to be considered:

General Comment:

1. An **electronic copy** of the completed Plat & Improvement Plan (site plan) drawings must be submitted to the Public Work Department via our office for record keeping upon completion and approval of the subdivision drawings.

Plat:

The following corrections/additions need to be made to the Plat and Improvement Drawings:

1. The “Owner’s Dedication” needs to be re-written to include what accurately is being dedicated and certified by the Owner. Example: If there are no irrigation canals on the property the statement regarding irrigation canals needs to be removed from the “Owner’s Dedication”, etc.
2. In the “Owner’s Dedication and Certification” the “Name of the Owner(s)” signing the Plat should have his or their name(s) printed under their signature line. Remove any additional signature lines not being used.

Improvement Drawings – Need to be prepared & submitted to include:

1. The “20’ Private Storm Drain Easement” needs to be labeled on the “Plat” and the improvement drawings’ as a “Private Storm Drain Easement”, with the private pipeline and all storm water facilities noted and maintained by the property owner. The note on the drawing needs to indicate

that the storm system dumps into a private storage pond with overflowing storm water going into a second storage pond. The note on the drawing needs to indicate that the developer (the property owner) is willing to accept the storm water run-off from the City Street with any and all debris associated in the storm water flow.

2. The existing "Sanitary Sewer Easement" must be noted on the Plat as being vacated with the subdivision approval. The book & page in the county records where the easement is noted should be referenced on the Plat.
 - The existing piping within the 20' sanitary sewer easement must have all manholes removed and the existing pipe plugged from any active sanitary sewer pipelines or connections.
3. The sanitary sewer lateral from the new proposed home needs to be shown connecting onto an active sanitary sewer pipeline, along with the plan & profile drawings of the existing sanitary sewer which it will be connected onto. The plan & profile will need to be shown from an existing manhole up-stream to the next manhole down-stream from the connection. If the sanitary sewer lateral is being installed within an existing manhole then the manhole apron must be cut with a flowline constructed so no sewage is discharged on the manhole apron.
4. Notes need to be placed on the improvement drawings indicating all deteriorated, damaged or missing surface improvements surrounding the perimeter of the development and along "Combe Way" (600 West Street) must be replaced or installed; i.e., curb and gutter, sidewalk, landscaping park strip improvements, asphalt patching, landscaping replacement, site lighting, concrete improvement, etc.

Should you have any questions feel free to contact our office for clarifications.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.

A handwritten signature in black ink, appearing to read "N. Scott Nelson", written in a cursive style.

N. Scott Nelson, P.E.

City Engineer

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

DEPARTMENTAL STAFF REPORTS – 11/19/2015 through 12/9/2015



From: Jared Sholley – Fire Department
Sent: Wed 12/9/2015 1:16 PM
To: Mike Eggett
Subject: RE: Pinecrest Small Subdivision (Two-lot) review for City Council

The issue has been resolved and everything is good to go on our end.

Jared Sholly
Fire Chief
Riverdale City Fire Department
Cell: 801-628-6562
Office: 801-394-7481

From: Dave Hansen – Police Department
Sent: Mon 12/7/2015 2:43 PM
To: Mike Eggett
Subject: RE: Pinecrest Small Subdivision (Two-lot) review for City Council

The PD doesn't see any issues with this either!

Dave

Comment from previous Planning Commission meeting

From: Shawn Douglas
Sent: Thu 11/19/2015 8:48 AM
To: Mike Eggett
Subject: RE: Dave Combe/Pinecrest

Mike, any concerns I have are addressed in Scotts review. Verification that the Sanitary Sewer is abandoned and proper termination of the existing line if abandoned would be my main concern.
Thanks

Shawn Douglas

Public Works Director

801/394/5541 ext.1217

Sdouglas@rivedalecity.com



From: Rodger Worthen

Sent: Mon 12/7/2015 12:48 PM

To: Mike Eggett

Subject: RE: Pinecrest Small Subdivision (Two-lot) review for City Council

Mike-

I have reviewed the submitted drawings and find no concerns. I think the Combe subdivision has cleaned up a lot of land division issues, I support what they are doing.

Thank you,

Rodger Worthen



Riverdale City

Community Development
4600 So. Weber River Drive
Riverdale, Utah 84405

RIVERDALE CITY PLANNING COMMISSION APPLICATION FOR RESIDENTIAL SUBDIVISION - *Small Subdivision* SITE PLAN APPROVAL

CASE NO: 2015-04 DATE SUBMITTED: Nov-6-15.

APPLICANT'S NAME: David Combe

ADDRESS: 5455 S 600W Riverdale ut 84405.

PHONE: 801-458-5541

ADDRESS OF SITE: 5445 S 600W Riverdale ut 84405.

APPLICANT'S INTEREST: Home Development.

Application is hereby made to the Riverdale City Planning Commission requesting that a

residential subdivision consisting of 2 lots be approved on 26.393 of
(number of lots) (sq. ft./acreage)

property in the A-1 zone in accordance with the attached site plan.

David Combe
Signature of Applicant

Glenna Combe
Signature of Property Owner

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

Glenna Combe
Signature of Property Owner

NOTE: A fee will be charged at the time the site plan is submitted for review - \$100 per lot/unit 200⁰⁰

Fee: \$ 200⁰⁰ Date paid: 11/6/2015

Planning Commission sets public hearing: Yes No Date of Public Hearing: N/A

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

Date: 11/24/2015 Decision of Commission: _____

City Council sets public hearing: Yes No Date of Public Hearing: _____

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: 12602645

▶ Transaction detail for payment to Riverdale City.		Date: 11/06/2015 - 9:15:48 AM	
Transaction Number: 43634732PT			
Visa — XXXX-XXXX-██████████			
Status: <i>Successful</i>			
Account #	Item	Quantity	Item Amount
	Zoning ampamp Subdiv. Fee	1	\$200.00

TOTAL: \$200.00



Transaction taken by: ccolby



December 3, 2015

Riverdale City
Planning Department

Project: Pinecrest Subdivision
Re: Subdivision Plat Review

Below please find our response to your posted comments dated November 13, 2015. Please note that our numbering reference system corresponds to your comment numbering system.

Plat:

1. Location Map added to plat.
2. Point of beginning added to plat.
3. Section corner symbol added.
4. Owner Dedication re-written.
5. Owner added to "Owner's Dedication".
6. Subdivision tie bearing reference corrected in boundary description.

Improvement Drawings:

1. Addressed on New Improvement Drawings.
2. Addressed on New Improvement Drawings.
3. Addressed on New Improvement Drawings.
4. Sanitary Sewer Line is Active
5. Type K Copper noted on Detail on Improvement Drawing
6. Addressed on New Improvement Drawings.
7. City Standard detail added to Improvement Drawing

We appreciate your review and trust we have changed and/or clarified all of your comments. If you have any questions, or we can be of further assistance, please let us know.

Sincerely,
REEVE & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'Nate Reeve', is written over a horizontal line.

Nate Reeve, P.E.
Principal Engineer
nreeve@reeve-assoc.com

Solutions You Can Build On™

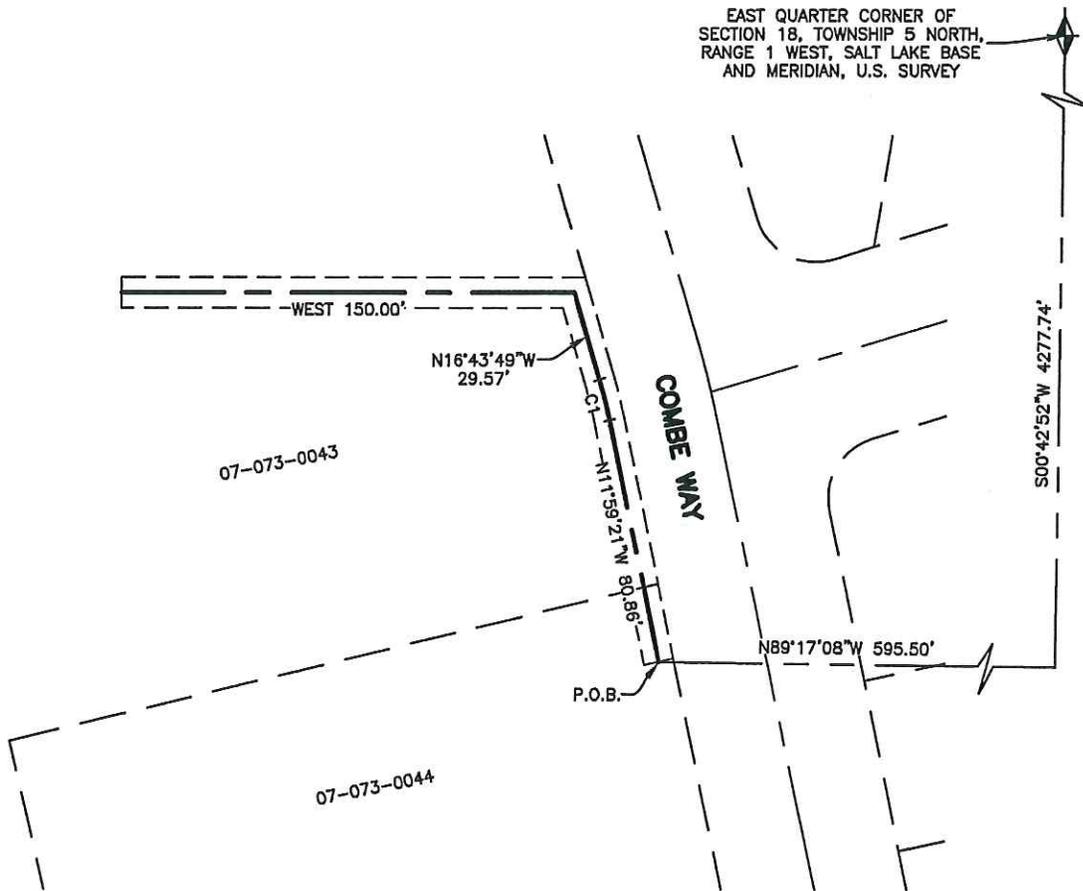
Civil Engineering • Land Planning • Structural Engineering • Landscape Architecture • Land Surveying • Construction Surveying
920 Chambers St., Suite 14 • Ogden, Utah 84403 • Tel: 801-621-3100 • Fax: 801-621-2666
ogden@reeve-assoc.com • reeve-assoc.com

Property Description

Quarter: SE Quarter: SE Section: 18 Township 5N (N or S),
 Range 1W (E or W), S.L.B.& Meridian
 County: WEBER State: UTAH
 Parcel Number: 07-073-0043 & 07-073-0044



#	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	165.00'	13.65'	13.65'	6.83'	N14°21'35"W	4°44'28"



CC#: WO#:

Landowner Name: **DAVE COMBE**

Drawn by: **NKA**

This drawing should be used only as a representation of the location of the easement being conveyed. The exact location of all structures, lines and appurtenances is subject to change within the boundaries of the described easement area.

EXHIBIT A



SCALE: **1"=60'**

REV101512

Return to:

Rocky Mountain Power

Lisa Louder/

1407 West North Temple Ste. 110

Salt Lake City, UT 84116

Project Name:

Tract Number:

WO#:

RW#:

UNDERGROUND RIGHT OF WAY EASEMENT

For value received, _____ and _____ (“Grantor’s”), hereby grant to PacifiCorp, an Oregon Corporation, d/b/a Rocky Mountain Power its successors and assigns, (“Grantee”), an easement for a right of way **10** feet in width and **274** feet in length, more or less, for the construction, reconstruction, operation, maintenance, repair, replacement, enlargement, and removal of underground electric power transmission, distribution and communication lines and all necessary or desirable accessories and appurtenances thereto, including without limitation: wires, fibers, cables and other conductors and conduits therefor; and pads, transformers, switches, cabinets, and vaults on, across, or under the surface of the real property of Grantor in **Weber** County, State of **Utah** more particularly described as follows and as more particularly described and/or shown on Exhibit A attached hereto and by this reference made a part hereof:

Legal Description:

PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. DESCRIBED AS FOLLOWS:

A 10 FOOT WIDE UNDERGROUND POWER LINE EASEMENT FOR THE PURPOSE OF INSTALLATION AND MAINTENANCE, BEING 5 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

BEGINNING AT A POINT, SAID POINT BEING S00°42'52"W 4277.74 FEET AND N89°17'08"W 595.50 FEET FROM THE EAST QUARTER CORNER OF SAID SECTION 18; THENCE N11°59'21"W 80.86 FEET; THENCE ALONG A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 13.65 FEET, A RADIUS OF 165.00 FEET, A CHORD BEARING OF N14°21'35"W, AND A CHORD LENGTH OF 13.65 FEET; THENCE N16°43'49"W 29.57 FEET; THENCE N90°00'00"W 150.00 FEET TO THE POINT OF TERMINUS.

Assessor Parcel No. 07-073-0043

Assessor Parcel No. 07-073-0044

Together with the right of access to the right of way from adjacent lands of Grantor for all activities in connection with the purposes for which this easement has been granted; and together with the present and (without payment therefor) the future right to keep the right of way clear of all brush, trees, timber, structures, buildings and other hazards which might endanger Grantee's facilities or impede Grantee's activities.

At no time shall Grantor place or store any flammable materials (other than agricultural crops), or light any fires, on or within the boundaries of the right of way. Subject to the foregoing limitations, the surface of the right of way may be used for agricultural crops and other purposes not inconsistent, as determined by Grantee, with the purposes for which this easement has been granted.

The rights and obligations of the parties hereto shall be binding upon and shall benefit their respective heirs, successors and assigns.

To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this agreement. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

Dated this _____ day of _____, 20__.

GRANTOR 07-073-0043

GRANTOR 07-073-0044

STATE OF _____)
) ss.
County of _____)

On this ____ day of _____, 20__, before me, the undersigned Notary Public in and for said State, personally appeared _____ (name), known or identified to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that (he/she/they) executed the same.

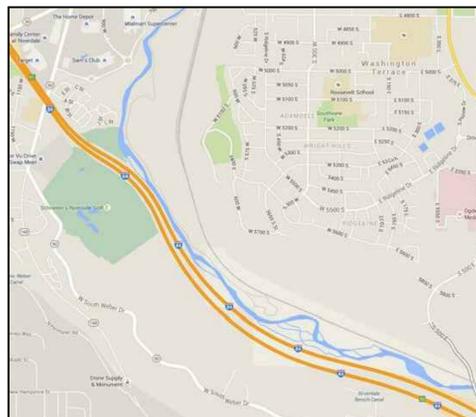
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

(Notary Signature)

NOTARY PUBLIC FOR _____ (state)
Residing at: _____ (city, state)
My Commission Expires: _____ (d/m/y)

PINECREST SUBDIVISION

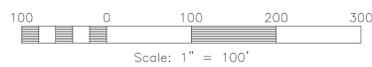
PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY
RIVERDALE CITY, WEBER COUNTY, UTAH
NOVEMBER, 2015



VICINITY MAP
NOT TO SCALE

LEGEND

- = SECTION CORNER
- = SET 5/8" X 24" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES"
- = BOUNDARY LINE
- = LOT LINE
- = ADJOINING PROPERTY
- = EASEMENTS
- = SECTION TIE LINE
- = ROAD CENTERLINE
- = EXISTING FENCELINE
- = PUBLIC UTILITY EASEMENT



BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE EAST QUARTER CORNER AND THE SOUTHEAST CORNER OF SECTION 18, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. SHOWN HEREON AS: S00°42'52"W

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO DIVIDE THE BELOW DESCRIBED PROPERTY INTO A TWO LOT SUBDIVISION. ALL BOUNDARY AND LOT CORNERS WERE SET WITH A 5/8" X 24" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES".

BOUNDARY DESCRIPTION

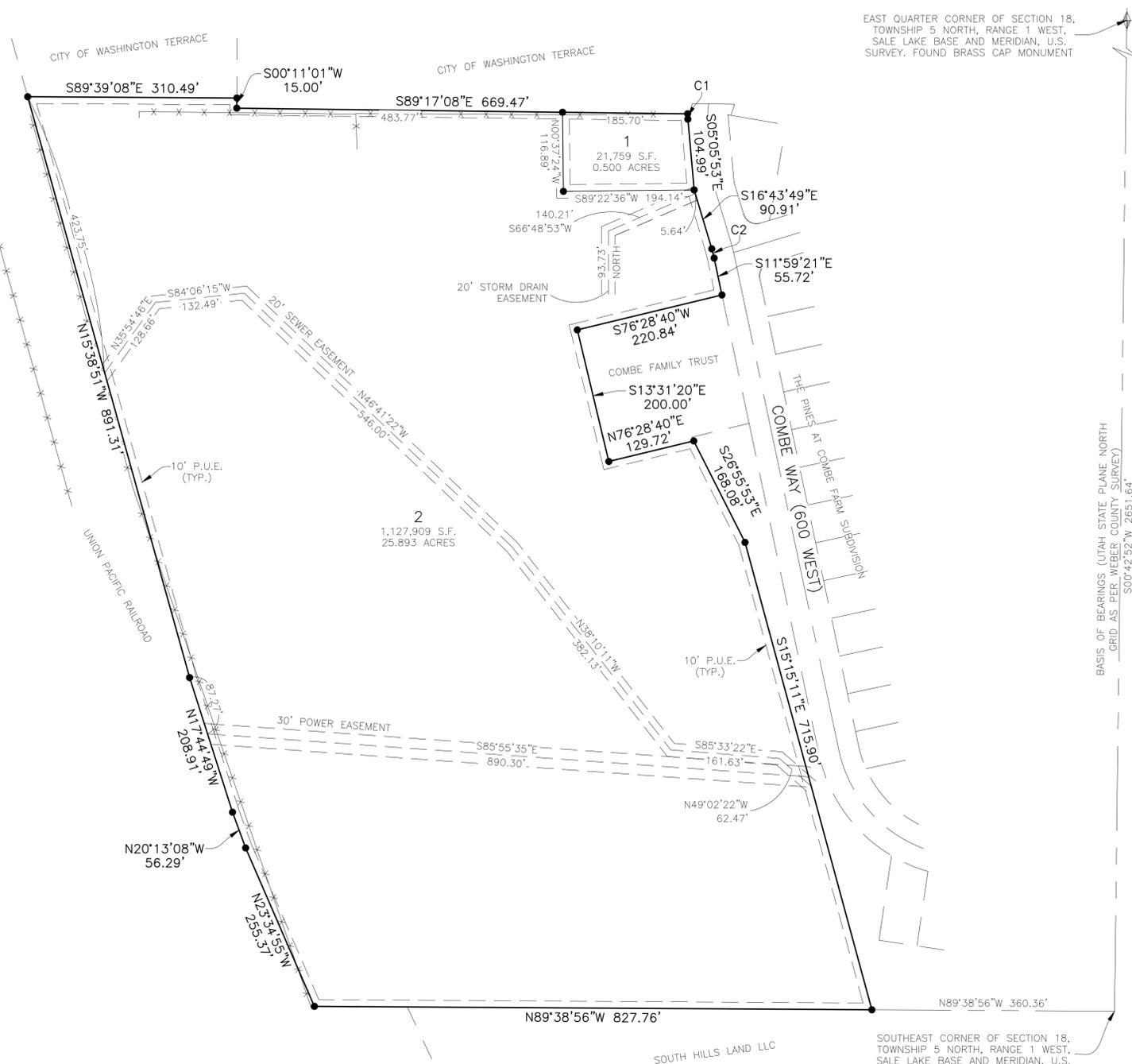
PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH LINE OF SAID SECTION 18, SAID POINT BEING S89°38'56"E ALONG THE SECTION LINE, 360.36 FEET FROM THE SOUTHEAST CORNER OF SAID SECTION 18; THENCE N89°38'56"W 827.76 FEET; THENCE N23°34'55"W 255.37 FEET; THENCE N20°13'08"W 56.29 FEET; THENCE N17°44'49"W 208.91 FEET; THENCE N15°38'51"W 891.31 FEET; THENCE S89°39'08"E 310.49 FEET; THENCE S00°11'01"W 15.00 FEET; THENCE S89°17'08"E 669.47 FEET; THENCE ALONG A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 7.89 FEET, A RADIUS OF 99.98 FEET, A CHORD BEARING OF S02°50'15"E, AND A CHORD LENGTH OF 7.89 FEET; THENCE S05°05'53"E 104.99 FEET; THENCE S16°43'49"E 90.91 FEET; THENCE ALONG A CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 14.07 FEET, A RADIUS OF 170.00 FEET, A CHORD BEARING OF S14°21'35"E, AND A CHORD LENGTH OF 14.06 FEET; THENCE S11°59'21"E 55.72 FEET; THENCE S76°28'40"W 220.84 FEET; THENCE S13°31'20"E 200.00 FEET; THENCE N76°28'40"E 129.72 FEET; THENCE S26°55'53"E 168.08 FEET; THENCE S15°15'11"E 715.90 FEET TO THE POINT OF BEGINNING.

CONTAINING 1,149,675 SQUARE FEET OR 26.393 ACRES

CURVE TABLE

#	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	99.98'	7.89'	7.89'	3.95'	S02°50'15"E	4°31'17"
C2	170.00'	14.07'	14.06'	7.04'	S14°21'35"E	4°44'28"



EAST QUARTER CORNER OF SECTION 18, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. FOUND BRASS CAP MONUMENT

BASIS OF BEARINGS (UTAH STATE PLANE NORTH GRID AS PER WEBER COUNTY SURVEY)
S00°42'52"W 2651.64'

SURVEYOR'S CERTIFICATE

I, **TREVOR J. HATCH**, DO HEREBY CERTIFY THAT I AM A 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 **PINECREST 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____.



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 **PINECREST SUBDIVISION**, AND DO HEREBY GRANT AND DEDICATE A PERPETUAL RIGHT AND EASEMENT OVER, UPON AND UNDER THE LANDS DESIGNATED HEREON AS PUBLIC UTILITY, STORM WATER DETENTION PONDS DRAINAGE EASEMENTS AND CANAL MAINTENANCE EASEMENT, THE SAME TO BE USED FOR THE INSTALLATION MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINE, STORM DRAINAGE FACILITIES, IRRIGATION CANALS OR FOR THE PERPETUAL PRESERVATION OF WATER CHANNELS IN THEIR NATURAL STATE WHICHEVER IS APPLICABLE AS MAY BE AUTHORIZED BY THE GOVERNING AUTHORITY, WITH NO BUILDINGS OR STRUCTURES BEING ERRECTED WITHIN SUCH EASEMENTS.

SIGNED THIS _____ DAY OF _____, 20____.

ACKNOWLEDGMENT

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND) _____ SIGNER(S) OF THE ABOVE OWNER'S DEDICATION AND CERTIFICATION, WHO BEING BY ME DULY SWORN, DID ACKNOWLEDGE TO ME _____ SIGNED IT FREELY, VOLUNTARILY, AND FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

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 CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

Project Info.

Surveyor: **T. HATCH**
Designer: **N. ANDERSON**
Begin Date: **10-26-15**
Name: **PINECREST SUBDIVISION**
Number: **6648-01**
Revision: _____
Scale: **1"=100'**
Checked: _____



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 APPROVAL

THIS IS TO CERTIFY THAT THIS SUBDIVISION PLAT IS HEREON APPROVED AND ACCEPTED BY THE CITY COUNCIL OF RIVERDALE CITY, UTAH.

SIGNED THIS _____ DAY OF _____, 20____.

MAYOR ATTEST

RIVERDALE CITY ENGINEER

I HEREBY CERTIFY THAT THE REQUIRED CITY PUBLIC IMPROVEMENT STANDARDS AND DRAWINGS FOR THIS SUBDIVISION CONFORM WITH THE RIVERDALE CITY STANDARDS.

SIGNED THIS _____ DAY OF _____, 20____.

RIVERDALE CITY ENGINEER

Weber County Recorder

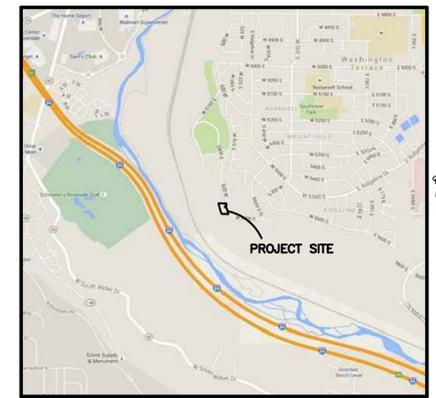
Entry No. _____ Fee Paid _____
And Recorded, _____ Filed For Record
At _____ in Book _____
Of The Official Records, Page _____
Recorded For: _____
Weber County Recorder
_____ Deputy.

Project Narrative/Notes/Revisions

- 1) 12/2/2015 JM - COMPLETED FOR CLIENT REVIEW.
- 2) 12/3/2015 JM - UPDATED PER CLIENT/CITY COMMENTS.
- 3) 12/7/2015 JM - UPDATED PER CLIENT/CITY COMMENTS.

Pinecrest Subdivision Site Plan

RIVERDALE CITY, WEBER COUNTY, UTAH
DECEMBER 2015



Vicinity Map
NOT TO SCALE

Reeve & Associates, Inc.
920 CHAMBERS STREET, SUITE 14, OGDEN, UTAH 84403
TEL: (801) 621-2100 FAX: (801) 621-2666 WWW.REEVE-ASSOC.COM
LAND ENGINEERS • CIVIL ENGINEERS • LAND SURVEYORS
PLANNING ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS

REVISIONS	DESCRIPTION
DATE	

**Pinecrest Subdivision
Phase**
RIVERDALE, WEBER, UTAH

Site Plan



Engineer's Notice To Contractors
THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED FROM AVAILABLE INFORMATION PROVIDED BY OTHERS. THE LOCATIONS SHOWN ARE APPROXIMATE AND SHALL BE CONFIRMED IN THE FIELD BY THE CONTRACTOR, SO THAT ANY NECESSARY ADJUSTMENT CAN BE MADE IN ALIGNMENT AND/OR GRADE OF THE PROPOSED IMPROVEMENT. THE CONTRACTOR IS REQUIRED TO CONTACT THE UTILITY COMPANIES AND TAKE DUE PRECAUTIONARY MEASURE TO PROTECT ANY UTILITY LINES SHOWN, AND ANY OTHER LINES OBTAINED BY THE CONTRACTOR'S RESEARCH, AND OTHERS NOT OF RECORD OR NOT SHOWN ON THESE PLANS.

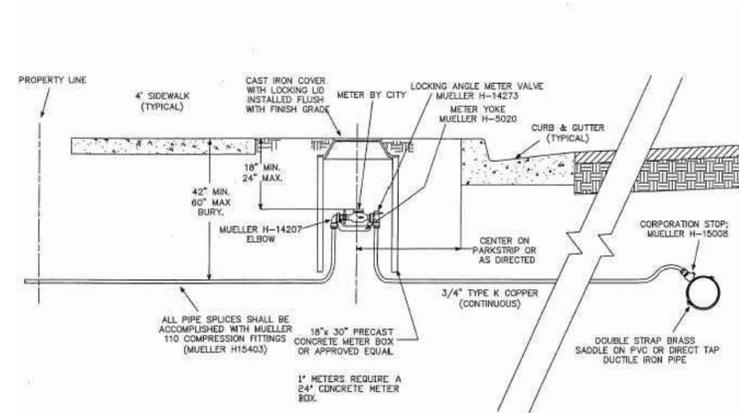
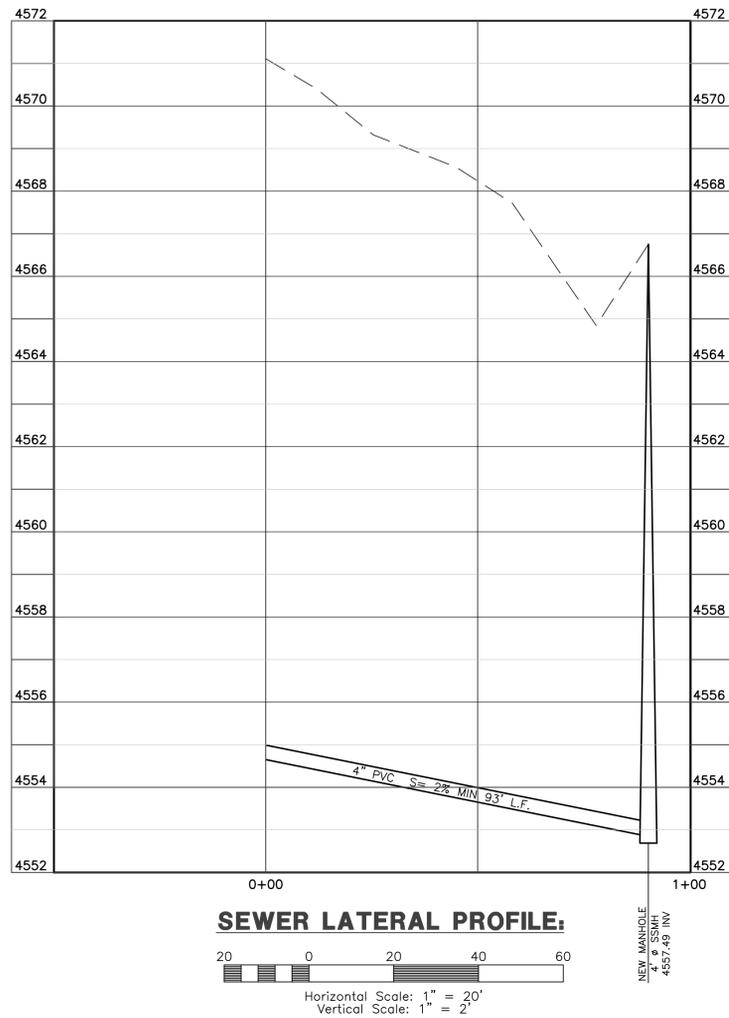
Developer Contact:
DAVE & NANETTE COMBE
5445 South 600 West
Riverdale, UT,

Blue Stakes Location Center
Call: Toll Free
1-800-662-4111
Two Working Days Before You Dig

Project Info.

Engineer:	J. NATE REEVE
Drafter:	JAREN MEYERS
Begin Date:	December 2, 2015
Name:	DAVE COMBE PINECREST SUBDIVISION
PHASE	
Number:	6648-01

Sheet	2
1	Sheets



NOTES:

1. BACKFILL: INSTALL BACKFILL IN LIFTS NOT EXCEEDING 8" AFTER COMPACTING. COMPACT EACH LIFT TO AN AVERAGE DRY DENSITY OF 95% WITH NO DENSITY TEST RESULT LESS THAN 92%.
2. ALL METERS INSTALLED BY RIVERDALE CITY.
3. PIPE: TYPE K COPPER
4. PLACEMENT: ALL METERS ARE TO BE CENTERED IN THE PARK STRIP AND MUST BE PLACED NEAR MIDPOINT OF THE LOT. METERS MUST NOT BE LOCATED IN DRIVEWAYS, OR IN A SIDEWALK, AND MUST BE 18" AWAY FROM DRIVEWAY APPROACHES.
5. PROPERTY OWNER IS RESPONSIBLE FOR SERVICE LINE FROM PROPERTY SIDE OF METER.
6. TAPS TO PVC CROO REQUIRE DOUBLE STRAP BRASS SADDLES. DIRECT TAPS NOT ALLOWED. DIRECT TAPS TO DUCTILE IRON PIPE ARE ALLOWED.
7. FOR 1" LINES, USE THE SAME MUELLER FITTINGS BUT ADJUSTED FOR SIZE.
8. BACKFLOW PREVENTION DEVICES NOT REQUIRED IN METER BOX.
9. ALL FITTINGS MUST BE MUELLER 110 COMPRESION OR APPROVED EQUAL.



**Residential Waterline
(Typical)**

Drawing Number
WT-2
Revised January 1,
2007



REVISIONS	DESCRIPTION
DATE	

**Pinecrest Subdivision
Phase**
RIVERDALE, WEBER, UTAH
**Sewer Profile
and Details**



Project Info.

Engineer:	J. NATE REEVE
Drafter:	JAREN MEYERS
Begin Date:	December 2, 2015
Name:	DAVE COMBE
	PINECREST SUBDIVISION
	PHASE
Number:	6648-01

Blue Stakes Location Center
**Call: Toll Free
1-800-662-4111**
Two Working Days Before You Dig

Sheet	2
2	Sheets

**RIVERDALE CITY
CITY COUNCIL AGENDA
December 15, 2015**

AGENDA ITEM: G1

SUBJECT: Consideration of Ordinance 874 Amending Title 8, Chapter 1, Section 7, to better clarify, define and implement sections of the city code concerning the use operation and responsibilities of private fire hydrants.

PETITIONER: Jared Sholly, Fire Chief

ACTION REQUESTED BY PETITIONER: Approval of ordinance

INFORMATION: [a. Executive Summary](#)

[b. Ordinance 874](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on: December 15, 2015

Summary of Proposed Action

- Approve
- Deny
- Discussion
- Review
- Other Action

Proposal to amend city code to clarify responsibilities and obligations for those with private fire hydrants located within the city.

Requested By

Petitioner(s):

Jared Sholly - Riverdale Fire Chief

Summary of Supporting Facts & Options

Currently our city code lacks clarification on who is responsible for the operation and maintenance of private fire hydrants located within the city. Some private owners have incorrectly assumed that the city maintains and checks these. In order to better clarify the obligations and responsibilities of these private owners, I have proposed this amendment to the city code.

Testing, inspection, maintenance, and repair of private fire hydrants shall be the responsibility of the property owner. Private fire hydrants shall be maintained in an operable condition at all times. Testing, inspection, and maintenance of private fire hydrants shall be conducted on an annual basis and after each use. The annual maintenance shall include steps as outlined in National Fire Protection Association (NFPA) Standard 291 Recommended Practice for Fire-flow Testing and Marking of Hydrants. Property owners, their agents and tenants with private hydrants shall immediately contact the Riverdale Fire Department at: 801-394-7481 in the event a private hydrant is damaged, malfunctions, or is otherwise "out of order." The term "Immediately" means not more than 24 hours after a problem is noticed or should have been noticed in the exercise of reasonable care. Hydrants that are inoperable must be clearly marked or identified as "out-of-service." Repairs or other necessary efforts must be made to render the hydrant fully operational within ten (10) working days. All repair work shall be preapproved by the Riverdale City Public Works Department and inspected and approved by Riverdale City Public Works Department after repairs have been made. Additions, repairs, alterations and servicing shall comply with the approved standards set forth in NFPA 25. If the property owner fails to comply within the ten (10) working days a fine of not more than One Hundred Dollars (\$100.00) will be levied against the property owner each day the hydrant remains out of service.

Every five (5) years, a fire-flow test of the fire service main piping shall be conducted as outlined in National Fire Protection Association (NFPA) Standard 291 Recommended Practice for Fire-flow Testing and Marking of Hydrants. Fire-flow tests shall be conducted by a person trained in the procedures specified in NFPA 291 and the conducting of the test shall be coordinated with Riverdale City Public Works Department.

Written documentation of each of the above mentioned annual testing, inspection, and maintenance and the five (5) year fire-flow tests shall be provided to the Fire Department upon the completion.

Records:

Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three (3) years and shall be submitted to the Fire Prevention Division of the Fire Department in a manner and format as prescribed by the *fire code official* within five (5) working days after the inspections, tests, and maintenance are completed.

Out of service:

The barrel and bonnet of all fire hydrants, post indicator valves (PIV's), post indicator valve assemblies (PIVA's) installed for future use, or existing hydrants that are placed out of service shall be clearly marked as "OUT OF SERVICE"

Costs to the city for the proposed code charges are minimal and would likely create a small amount of additional paperwork for my department but it does provide clarification to the private owner as to their responsibility and obligation to operate and maintain a functional fire hydrant that would be available in the event of a fire.

Legal Comments - City Attorney

Steve Brooks, Attorney

Fiscal Comments - Treasurer/Budget Officer

Lynn Fortie, Treasurer

Administrative Comments - City Administrator

Rodger Worthen, City Administrator

ORDINANCE NO. 874

AN ORDINANCE AMENDING RIVERDALE MUNICIPAL ORDINANCE CODE, TITLE 8, CHAPTER 1, SECTION 7, TO AMEND SAID SECTION TO BETTER CLARIFY, DEFINE AND IMPLEMENT SECTIONS OF THE CITY CODE CONCERNING THE USE, OPERATION AND RESPONSIBILITIES OF PRIVATE FIRE HYDRANTS AND TO PROVIDE FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Riverdale City (hereafter "City") is a municipal corporation, duly organized and existing under the laws of the State of Utah; and;

WHEREAS, Utah Code Annotated §10-3-702 empowers municipalities of the state to enact all ordinances and rules that they consider necessary for proper operation of a municipality; and

WHEREAS, the City finds it is in the best interest of the community and its citizens to sometimes update and clarify sections of the City Code in order to better inform the general public or to clarify sections that may be misunderstood or in need of better clarification; and

WHEREAS, the Riverdale City Council held a public meeting and considered all competent evidence offered in support of and opposed to said proposed amendment; and

WHEREAS, it appearing that the proposed amendment is in accord with the City's goals or desires and will promote health, safety and the general welfare of the community at large and the City Council of the City of Riverdale finds it to be in the best interests of the City;

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

Section 1. Repealer. Any provision of the Riverdale Municipal Ordinance Code found to be in conflict with this ordinance is hereby repealed.

Section 2. The Riverdale Municipal Ordinance, TITLE 8, WATER AND SEWER, CHAPTER 1, WATER USE AND SERVICES, SECTION 7, FIRE HYDRANT USE is hereby amended as outlined in Attachment 1, attached hereto and incorporated hereby.

Section 3. All other titles, chapters and sections not otherwise amended hereby shall remain unchanged, in full force and effect.

Section 4. Severability. If any provision of this ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

Section 5. Effective date. This ordinance shall take effect immediately upon its adoption and posting.

PASSED, ADOPTED AND ORDERED POSTED this 15th day of December, 2015.

Norm Searle, Mayor

Attest:

Jackie Manning, City Recorder

TITLE 8 WATER AND SEWER
CHAPTER 1 WATER USE AND SERVICE

8-1-7: FIRE HYDRANT USE:

A. Authorized; Conditions: Water service may be supplied to a private person through a public or private fire hydrant or through other connections designed primarily for the use of the city only upon issuance of a special written permit by the public works director after a determination by him or her that it is impractical to render the desired service through any other means. Permits may be revoked for failure to comply with the rules and regulations of the water department or this chapter. Such service may be rendered only through facilities and connections approved and connected by the water department. Such facilities and connections shall be so designed and installed as to permit the use of the fire hydrant or other connection for public use for its primary purpose with a minimum of delay in making required adjustments. (1985 Code § 18-1-7; amd. 2001 Code; Ord. 854, 5-6-2014)

B. Private fire service hydrants, mains, and water tanks: Testing, inspection, maintenance, and repair of private fire hydrants shall be the responsibility of the property owner. Private fire hydrants shall be maintained in an operable condition at all times. Testing, inspection, and maintenance of private fire hydrants shall be conducted on an annual basis and after each use. The annual maintenance shall include steps as outlined in National Fire Protection Association (NFPA) Standard 291 Recommended Practice for Fire-flow Testing and Marking of Hydrants. Property owners, their agents and tenants with private hydrants shall immediately contact the Riverdale Fire Department at: 801-394-7481 in the event a private hydrant is damaged, malfunctions, or is otherwise "out of order." The term "Immediately" means not more than 24 hours after a problem is noticed or should have been noticed in the exercise of reasonable care. Hydrants that are inoperable must be clearly marked or identified as "out-of-service." Repairs or other necessary efforts must be made to render the hydrant fully operational within ten (10) working days. All repair work shall be preapproved by the Riverdale City Public Works Department and inspected and approved by Riverdale City Public Works Department after repairs have been made. Additions, repairs, alterations and servicing shall comply with the approved standards set forth in NFPA 25. If the property owner fails to comply within the ten (10) working days, a fine of not more than One Hundred Dollars (\$100.00) will be levied against the property owner each day the hydrant remains out of service.

Every five (5) years, a fire-flow test of the fire service main piping shall be conducted as outlined in National Fire Protection Association (NFPA) Standard 291 Recommended Practice for Fire-flow Testing and Marking of Hydrants. Fire-flow tests shall be conducted by a person trained in the procedures specified in NFPA 291 and the conducting of the test shall be coordinated with Riverdale City Public Works Department.

Written documentation of each of the above mentioned annual testing, inspection, and maintenance and the five (5) year fire-flow tests shall be provided to the Fire Department upon the completion.

Records: Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three (3) years and shall be submitted

to the Riverdale Fire Department in a manner and format as prescribed by the fire code official within five (5) working days after the inspections, tests, and maintenance are completed.

Out of service: The barrel and bonnet of all fire hydrants, post indicator valves (PIV's), post indicator valve assemblies (PIVA's) installed for future use, or existing hydrants that are placed out of service shall be clearly marked as "OUT OF SERVICE" (Ord. 874, 12-2015)

C. Application: Application for the use of water from fire hydrants or other connections shall be made upon forms furnished by the city stating the purpose for which the water is to be used and the justification for issuance of a permit. All water shall be accounted for as directed by the public works department. The amount of water used shall be paid for as set forth in the consolidated fee schedule set forth in title 1, chapter 12 of this code. The hydrant must be operated in accordance with the instructions and the rules and regulations of the city. Only hydrant wrenches approved by the city shall be used in operating the hydrant. Any damage to the fire hydrant or the equipment of the city will be charged to the applicant. (1985 Code § 18-1-7; amd. 2001 Code)