



**RIVERDALE CITY COUNCIL AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY – APRIL 16, 2019**

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.

5:45 p.m.- Approximate Start Time

Executive Closed Session

1. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the purchase, exchange, or lease of real property (roll call vote).

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

A. Welcome & Roll Call

B. Pledge of Allegiance

C. Moment of Silence

D. Public Comment

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

E. Presentations and Reports

1. Mayor's Report
2. Presentation regarding a request for funding for the YCC (Your Community Connection)
Presenter: Julee Smith, YCC Executive Director
3. Recognition of the Riverdale City Justice Court for winning the Justice Court of the Year Award
Presenter: Steve Brooks, City Attorney
4. [City Administration Report](#)
 - a. Department Reports March
 - b. April Anniversaries Employee Recognition
 - c. Staffing Authorization Plans
 - d. Community Development Report
 - e. Finance Report
5. Discussion regarding recycling options

F. Consent Items

1. [Consideration to approve meeting minutes from:](#)
February 23, 2019 Strategic Planning Meeting
March 19, 2019 City Council Work Session
March 19, 2019 City Council Regular Session

G. Action Item

1. Consideration of [Resolution 2019-06](#), amending the Interlocal Cooperative Agreement for seal and secure services to include Plain City, Washington Terrace, Uintah City, Mountain Green and Morgan County
Presenter: Jared Sholly, Fire Chief
2. Consideration of [Resolution 2019-07](#), adopting the Memorandum of Understanding between the Utah Division of Forestry, Fire and State Lands and

Riverdale for the purpose of procurement and compensation for services outside jurisdiction.

Presenter: Jared Sholly, Fire Chief

3. Consideration to approve purchase of additional water.

*Presenter: Shawn Douglas, Public Works Director and
Rodger Worthen, City Administrator*

I. Discretionary Items

J. Adjournment

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

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Riverdale City limits on this 12th day of April, 2019 at the following locations: 1) Riverdale City Hall Noticing Board 2) the City website at <http://www.riverdalecity.com/> 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html> and 4) A copy was also provided to the Standard-Examiner.

Jackie Manning

Riverdale City Recorder

**RIVERDALE CITY
CITY COUNCIL AGENDA
April 16, 2019**

AGENDA ITEM: E4

SUBJECT: City Administration Report

PRESENTER: Rodger Worthen, City Administrator

INFORMATION: [a. Department Reports -March](#)
[b. Staff Anniversaries – April](#)
[c. Staffing Authorization Plan](#)
[d. Community Development Report](#)
[e. Financial Report](#)

[BACK TO AGENDA](#)



Mayor & City Council Monthly Summary Report March 2019



City Administration:

1. Rodger Worthen:

- Held weekly update meetings with Community Dev Director and Mayor
- 550 West, West Bench discussions and 700 West RDA work
- Budgeting for 2019-20 year and fund reviews
- Budget discussions with staff
- Prepared for City Council meetings
- Held weekly staff meetings
- Weber County recycling meeting and ongoing discussions
- I-15 Express lanes – meeting with PR group
- Lunch with mayor program and local elementary schools
- Final LPC Meeting and work with new legislative issues
- Continue fire service discussions with Chief and South Ogden City
- HR issues
- Design Review Committee meetings
- Employee quarterly training/safety moment
- Staff assistance
- TEC re-forming for West Bench extension
- RDA loan work
- LaZy Boy store grand opening/ribbon cutting
- Annual Weber Basin Water Customer Meeting
- West Point City Economic Outlook forecast discussion by Zions Bank
- Investigative work on WiFi communication improvements
- Committee work on Weber Transfer Station issues.

2. Jackie Manning:

- Prepared, posted, noticed packet/agenda/minutes/recordings for RDA, City Council, and Planning Commission.
- Posted ordinances and resolutions according to State Code and sent to Sterling Codifiers to update city website
- Responded to various customer services pertaining to business licensing and records requests.
- Business License – new licensing, billing, accounting, tracking, annual renewals and billing
- Attended weekly staff meetings
- Responded to GRAMA requests
- Review election laws and updates
- Update election guide

Business Administration:

1. Cody Cardon:

- Routine phone & computer problem resolution throughout the City.
- Routine management issues and resolution.

- February's accounting.
- Various meetings and trainings attended.
- Meetings with department heads and Rodger on budgeting processes.
- Working on fiscal year 2020 budget financial information.
- Working on fiscal year 2020 budget enterprise fund report.

2. Stacey Comeau / HR:

New Hires: Noland Jensen Community Services

Promotions: Ryne Schofield Police

Terminations: Joshua Hansen Community Services

- Random drug testing for the month
- Attended NUHRA Board Meeting
- Attended NUHRA training luncheon
- Caselle Timekeeping module demo
- Toured City buildings with Property Appraiser
- Attended Wellness Committee meeting
- Processed semimonthly payroll
- Responded to job inquiries
- Updated Staffing Authorization Plan
- Prepared Employee Recognition
- Completed monthly payroll reconciliation
- Conducted exit interview with terminating/retiring employees
- Notarized various documents
- Responded to requests for RDA loan payoff and verification of employment, both verbally and in writing
- Prepared RDA loan disbursements
- Responded to inquiries on Purchase Assistance Program and RDA Loan Program
- Worked with various personnel to resolve issues and concerns

3. Chris Stone:

- Set up for Employee Training meeting at the Community Center.
- Took pictures and created picture sets for the students who attended "Lunch with the Mayor" on March 28th.
- Covered for part-time custodial staff off sick or on vacation.
- Set up and take down for regular City Council and Planning Commission meetings.
- Various updates to the city website and social media sites.
- Completed the city newsletter for April.
- Completed the employee newsletter for April.

Community Services:

Rich Taylor:

- Attended staff meetings
- Held departmental staff meetings
- Attended city council meeting
- Attended URPA Conference in St George

- Planned and organized a Live Fit activities
- Began planning Old Glory Days
- Attended Live Fit Committee meeting
- Attended Lunch with the Mayor
- Conducted a basketball camp
- Started texting service at the Community Center
- Compiled and edited Riverdale Connections.
- We served 1237 lunches at the Senior Center
- We have 70 kids signed up for Soccer
- We had 9 private reservations in the meeting rooms at the community Center.
- We had 705 people attend gym open play and 39% were residents
- We had 357 people use the exercise room and 79% were residents
- We had 112 people attend group fitness classes and 81% were residents
- We had 497 people attend pickleball open play and 21% were residents.

Police Department:

Police Chief Scott Brenkman:

Patrol Report March 2019

Mail tampering- A resident reported that her mailbox appeared to have been tampered with, but was unsure if she was missing any mail.

Warrant/Drugs- Officers responded to Sam's Club on a suspicious person. The suspect was found to have a warrant for his arrest. He was arrested and searched and was found to be in possession of meth. The suspect was booked at the Weber County Jail.

Assist- A woman called for assistance with her teenage niece because she was refusing to go to school. Officers stood by and the teenager went to school.

Suspicious Circumstance- A juvenile reported that he observed a severed human arm floating down the Weber River. Police checked the river for several miles and did not locate anything. This case will be closed at this time as unfounded.

Sex Offense- A woman reported she was raped by her friend and fellow co-worker. The female lives in West Jordan and reported this incident via telephone. The case will be forwarded to detectives for further investigation.

Trespassing- Officers responded on a trespassing complaint at Walmart; 4848 South 900 West. Loss prevention reported that a male was in the store and has been trespassed from all Walmart's. Officers made contact with the suspect. The suspect admitted to being at Walmart and having knowledge of being trespassed. The suspect had an active warrant for his arrest and was also found to be in possession of a syringe, heroin, and methamphetamine. The suspect was booked for the warrant, as well as criminal trespass, possession of a controlled substance, and possession of drug paraphernalia.

Traffic stop/drug arrest- Officers conducted a traffic stop on a vehicle that left the Motel 6. Large quantities of illegal narcotics were located and seized. Several individuals were arrested on warrants and booked into jail.

Stolen Vehicle- This report is in reference to a vehicle theft that occurred at Wasatch Front Kia. The manager reported one of the vehicle's in their inventory was stolen from the car lot.

Threats- An officer took a report in reference to a threats by telephone. The victim reported receiving threatening text messages from an unknown number demanding money. He also received photos of dismembered and decapitated individuals from the number.

Assault- A male reported he was assaulted by an unknown male in the parking lot of Chick Fil A. The suspect left the scene prior to police arrival, but was later identified. The victim sustained head injuries and was transported by ambulance to the hospital for further evaluation. Detectives located the suspect and arrested him for aggravated assault due to extensive injuries to the victim.

Voyeurism- This report is in reference to a voyeurism complainant at Walmart. Store employees reported that a male customer was filming another customer in the restroom. The suspect was contacted but denied filming the other customer but did confess to masturbating in the bathroom stall. Two phones were in the suspect's possession which were seized and booked into Riverdale evidence to be searched at a later time.

Voyeurism- A resident reported that she found a camera in her bedroom and neither she nor her husband put it there. Prints were not obtained as the camera had been handled by numerous people prior to police being called. This case will be forwarded to investigations.

Theft / Evading / Accident- A male stole a knife from Sportsmans Warehouse and ran from LP. The suspect was located on Ritter Drive in a vehicle. Officers attempted to stop the suspect and he fled. Officers terminated the pursuit, and moments later a call came in that there was a crash on South Weber Drive. The vehicle had left the road way with severe damage, taking out two power poles and fencing. A passenger suffered severe injuries from the crash. The suspect was arrested on multiple offenses, to include DUI- drugs.

DV Aggravated Assault- A female reported her boyfriend assaulted her, choked her and stole several items from her home. The suspect was booked at the jail for DV aggravated assault, DV criminal mischief.

Vehicle Burglaries- There were several vehicle burglaries over the course of the month. There were numerous burglaries on two separate nights. A suspect has been arrested for one of the occasions. The other suspects are still at large. The suspects targeted Riverdale City as well as numerous cities in Weber and Davis County.

Warrant Arrest- A wanted male was reported to be inside a residence and wanted for a felony warrant. Officers responded and his wife admitted that he was hiding inside and provided consent for police to enter. The suspect was located hiding underneath some clothing and a laundry basket. The suspect was booked into jail.

Aggravated DV Assault- Riverdale Police responded on a report of a 55 year old male that had been shot in the hand by his step son at their residence. The victim identified the suspect as his step son, a 36 year old male. The suspect was located near the scene of the shooting by police. The suspect was armed with a handgun but was taken into custody without incident. The victim was transported to a local hospital and is expected to survive. The suspect was booked into WCCF for Possession of a firearm by a restricted person and aggravated DV assault.

Evading- Officers attempted to stop a male who has an outstanding warrant for his arrest. The suspect fled and no pursuit took place. The suspect was located just a short time later in Roy where he was arrested and booked into jail.

DV Assault- A female reported that she had been at her boyfriend's home and he choked her, punched her, pulled her hair and kept her there against her will. The victim reported the incident from her home in South Ogden after leaving the suspects residence. The suspect was located and interviewed. The suspect was booked into jail for DV Aggravated Assault and Unlawful Detention.

Assist/Psychiatric- Officers responded to South Ogden to assist with a Psychiatric in which the subject had broken a window and barricaded himself with a knife threatening to attack Police. The subject surrendered peacefully without the use of any force.

Investigations Report March 2019

Theft- Detectives followed up on a theft where the suspect stole a purse from a store in Riverdale. Detectives interviewed the suspect and she confessed to committing the theft. The suspect was summoned for theft.

Aggravated Assault- Riverdale Police responded to Chick Fila on a report of an assault. A male punched another male in the face in the parking lot and fled the scene. The victim was transported to the hospital with serious injuries. Detectives located the suspect and arrested him. The suspect was booked in to jail.

Retail Theft- Detectives followed up on a retail theft that occurred at Wal-Mart. The suspect stole several I-phones and laptops that were on display. Detectives interviewed the suspect and he confessed to committing the thefts to support a heroin addiction. The suspect will be summonsed.

Retail Theft- Detectives followed up on a retail theft where a man and woman stole a big screen television. They confessed to the theft and were charged with F3 theft.

Theft- An adult transient male stole a gas can from his grandmother's residence. The grandmother wished to pursue theft charges. The suspect confessed to taking the gas can to put gas in his friends car. The suspect was charged with theft.

Aggravated Assault- Riverdale Police responded on a report of a 55 year old male that had been shot in the hand by his step son at their residence. The victim identified the suspect as his step son, a 36 year old male. The suspect was located near the scene of the shooting by police. The suspect was armed with a handgun but was taken into custody without incident. The victim was transported to a local hospital and is expected to survive. The suspect was booked into WCCF for Possession of a firearm by a restricted person and aggravated DV assault.

Fire Department:

Fire Chief Jared Sholly:

Riverdale

- Basement Fire (\$140,000 damage)
- El Pollo Loco Hood Fire (\$6,000 damage, re-opened in two days)
- Fire Threatening Structure (BBQ on Porch)
- Grass Fire Weber River Trail
- Vehicle Fire I-15
- Vehicle Fire Riverdale Road

Roy

- House Fire
- Trailer Fire
- House Fire

Total: 9

Rescue & Emergency Medical Service Incidents

- 8 Rescue, EMS incident
- 23 Medical assists
- 62 EMS call, excluding vehicle accident with injury
- 12 Motor vehicle accident with injuries
- 9 Motor vehicle accident with no injuries.
- 1 Vehicle Extrication

Total: 115



Hazardous Condition No Fire

- 1 Gas Leak

Total: 1

Service Call

- 9 Public Service

Total: 9

Good Intent Call

- 49 Dispatched and cancelled en route

Total: 49

False Alarm & False Call

- 10 False alarm or false call

Total: 10

Highlighted Incidents:



- Shooting
- Cardiac Arrest
- Quick extinguishment in El Pollo Loco

Public Works Department:

Shawn Douglas:

- Continued work on Landslide.
- Continued new well investigative work.
- Continued work with Weber Basin to discuss alternatives for them providing additional water, instead of drilling well.
- Continued work on Storm Water Projects for 2019.
- Continued work on Ritter Dr. Project.
- Continued work and inspections on Coleman Farms.
- Continued inspections on Greenhill.
- Continued Storm Water review to meet new state regulations.
- Continued work on 2019 Sanitary Sewer Projects
- Continued design work on 1050 W Ritter Dr. Roundabout.
- Continued work on Civic Center concrete replacement.
- Continued work on Roundabout landscaping upgrades.
- Continued work on Civic Center parking lot pavement replacement.
- Completed lighting upgrade project at Senior Center.

Community Development Department:

Mike Eggett:

- La-Z-Boy Gallery – Final inspections
- America First Credit Union – Final inspection
- Good Earth – Sign inspection
- Pep Boys – Final mechanical inspection
- Greenhill Apartments – Building D: Electrical, structural beam inspections
- Coleman Farms Homes – Lot 6: Stucco lathe, final inspections; Lot 22: Footings, foundation inspections; Lot 23: Temporary power, footings inspections; Lot 14: Temporary power, footings, foundation inspections
- Home inspections for various projects on residential lots
- Inspections for solar power projects and facilities
- Inspections for telecommunications facilities and structures
- Meeting with property owners, contractors, and developers to discuss project plans
- Fire inspections, sprinkler inspections, and associated fire checks for businesses
- Building plan drawings and documents review
- Pick-up of various signs in violation of sign ordinance
- Meeting with property owners re: Property events usage and structures without permits
- Preconstruction meeting participation re: Ritter Drive roadway improvements project
- Design Review Committee meeting re: Besst Realty (old Johnny's Dairy)
- Ribbon cutting and grand opening participation for La-Z-Boy Gallery Store
- Conference call discussion with Jeff Randall and Dee Hansen re: 550 West/Riverdale RDA area progress update
- Meeting with Kent Hill re: Building development and permitting
- Meeting with 4700 South Apartment Complex owner re: Building conditions concerns
- Teleconference meeting with business reps re: Potential real estate options

- Meeting with Weber County Leadership re: Weber County Tax Rate Process review
- Meeting with Weber County Representatives re: CDA concepts and planning
- Economic development opportunities update and discussion meetings
- Geographical Information Systems training participation by department member
- Quarterly staff training meeting attendance by department members
- Member participation in FEMA webinar re: Updates to FIRM program manual
- Annual Economic Outlook presentation attendance by department member
- Local Emergency Planning Committee attendance by department member
- Weber County Emergency Managers attendance by department member
- Fire Inspection / Code Enforcement Report: attached

Legal Services Department:

Steve Brooks:

- Resolutions/Ordinances work–
- Legal work concerning - Landslide, GRAMA, Pedraza, Bus. Licenses, Interlocal, Anderson, Water code, Evidence dispositions, Sensi. Lands/lopes, Insur/waiver, Duplex. Prop. Issues, Spec. events, Green, U visa, Budget,
- 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- Spring bar conf.
- RSAC- Drug Court -
- Legal reviews of minutes/resolutions/ordinances
- Records request reviews

COURT MONTHLY REPORT

319 Total traffic cases	YTD 987 (Jan. 1, 2019 to December 31, 2019)
5 DUI	147 Moving violations
0 Reckless/DUI red.	0 FTA
39 License violations	128 Non-moving violations
	0 Other
	0 Parking

46 Total Misdemeanor cases	YTD 157 (Jan. 1, 2019 to Dec. 31, 2019)
0 Assault	0 Ill. sale Alc.
13 Theft	0 Other liq. viol.
0 FTA	9 Contr. subst vio
1 Public intox	0 Bad checks
	6 Dom. animal
	0 Wildlife
	0 Parks/rec.
	0 Planning zon./Fire/Health
	04 Dom. violence
	13 Other misd./infrac

311 Total cases disposed of this month	2735 Total number of cases disposed of for the year (July 1, 2018 to June 30, 2019)
365 Total offenses this month	3376 Total offenses for year (July 1, 2018 to June 30, 2019)

Small Claims	Total number of cases for the year (Jan. 1, 2019 to Dec. 31, 2019) --	Filed=95	Settled/Dismissed=89
8 Cases filed	0 Trials		
0 Settled/dismissed	0 Default judgment		

# CITATIONS BY AGENCY	YTD (July 1, 2018 to June 30, 2019)
Riverdale City 152	1837
UHP 122	858

REVENUE/MISC. **YTD (June 1, 2018 to May 31, 2019)**

Total Revenue collected	\$ 66,409.63	\$ 516,261.83
Revenue Retained	\$ 18,336.85	\$ 261,006.53
Warrant Revenue	\$ 28,282.00	\$ 319,596.00
Issued warrants	47	530
Recalled warrants	77	715

RSAC MONTHLY REPORT

27	participants	157	drug tests given	1	walked away/warrants issued
3	orientations	3	in jail/violations	0	ordered to inpatient
3	new participant	18	positive UA's/tests/dilutes	0	other
0	graduates	2	incentive gifts		
1	terminated/quit	10	spice tests given		

Case Activity Report

Case #	Activity Date	Assigned To	Site Address	Activity Type	Code
1426	4/11/2019	Randy Koger	4848 S 900 W	FOLLOW UP	41-1A-414(3)(A) \, 76-8-506,41-1a-1306
1423	4/8/2019	Randy Koger	3748 S RIVER VALLEY DR	FOLLOW UP	RCC 4-5-3(B)(13)

Inspection AFCU	
Inspection LayZBoy	
Local Emergency Planning meeting	
Staff Meeting	
Inspection LayZBoy	
Follow up inspection	
Inspection final LayZBoy	
Follow up inspection LayZBoy	
200lbs Fire sprinkler test	
Fire inspection sprinkler drain down	
Employee training	
Staff mtg	
March 19 thru 22 UOCA (Code Enforcement) training	
Fire alarm inspection	
Fire inspection follow up	
Fire inspection Business Lic	
Fire Alarm final	
Fire alarm inspection	
Staff MTG	
Weber County Emergency Managers Meeting	
Fire Inspection	



CODE ENFORCEMENT REPORT

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Description	Citation Amount
4848 S 900 W	1426	4/5/2019			41-1A-414(3)(A) \, 76-8-506,41-1a-1306	OPEN	1. ACCESSIBLE PARKING SPACE VIOLATION. 2. PROVIDING FALSE INFORMATION TO LAW ENFORCEMENT OFFICERS, GOVERNMENT AGENCIES, OR SPECIFIED PROFESSIONALS.	3. ABUSE OF PERSONS WITH DISABILITIES PARKING PRIVILEGES -- REVOCATION OF SPECIAL PLATE OR TRANSFERABLE ID CARD -- FINE
Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Description	Citation Amount
4848 S 900 W	1425	3/28/2019			41-1A-414(3)(A)	OPEN	ACCESSIBLE PARKING SPACE VIOLATION.	\$340.00

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Description	Citation Amount
4848 S 900 W	1424	3/28/2019			41-1A-414(3)(A)	TRAFFIC COURT	ACCESSIBLE PARKING SPACE VIOLATION.	\$340.00

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Description	Citation Amount
3748 S RIVER VALLEY DR	1423	3/26/2019	WALTER F HILLYER	3748 RIVER VALLEY DR	RCC 4-5-3(B)(13)	OPEN	Accumulation Of Junk In driveway.	

Violations

Violation	Notes
	In driveway.

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Description	Citation Amount
4848 S 900 W	1422	3/13/2019			41-1A-414(3)(A)	TRAFFIC COURT	ACCESSIBLE PARKING SPACE VIOLATION.	\$340.00

Total Records: 5

4/11/2019

RIVERDALE POLICE DEPARTMENT

CRIME BULLETIN

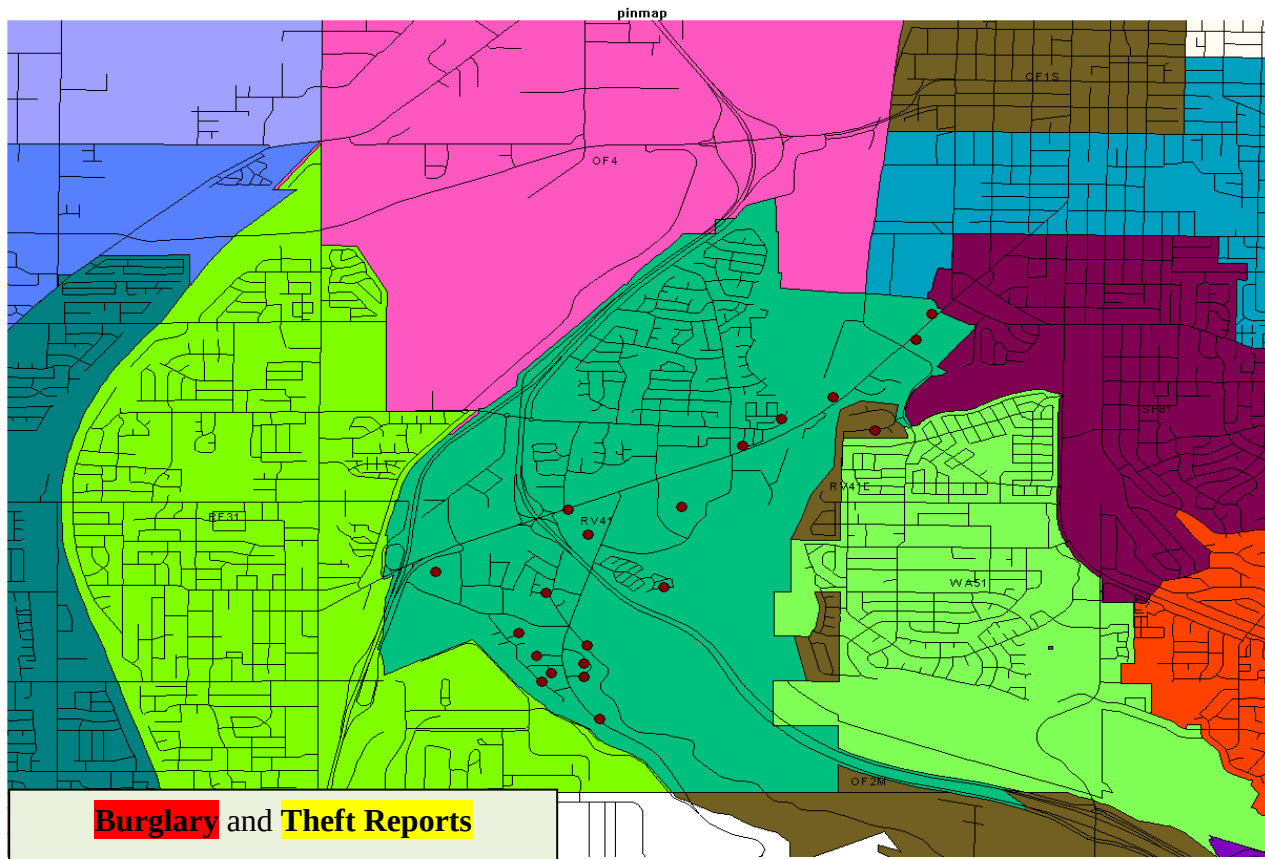
March 2019
Report #16-3

March Police Calls

- 1674 Calls for Service:
 - 62 Animal Complaints
 - 286 Crime Reports Written
 - 11 Forgery/Fraud
 - 18 Retail Thefts
 - 10 Assaults
 - 28 Drugs
 - 22 Family Offenses
 - 24 Burglary/Theft Complaints
 - 3 Stolen Vehicle Complaints
 - 5 Damaged Property
 - 62 Arrests



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



POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO

FOR LAW ENFORCEMENT USE ONLY!

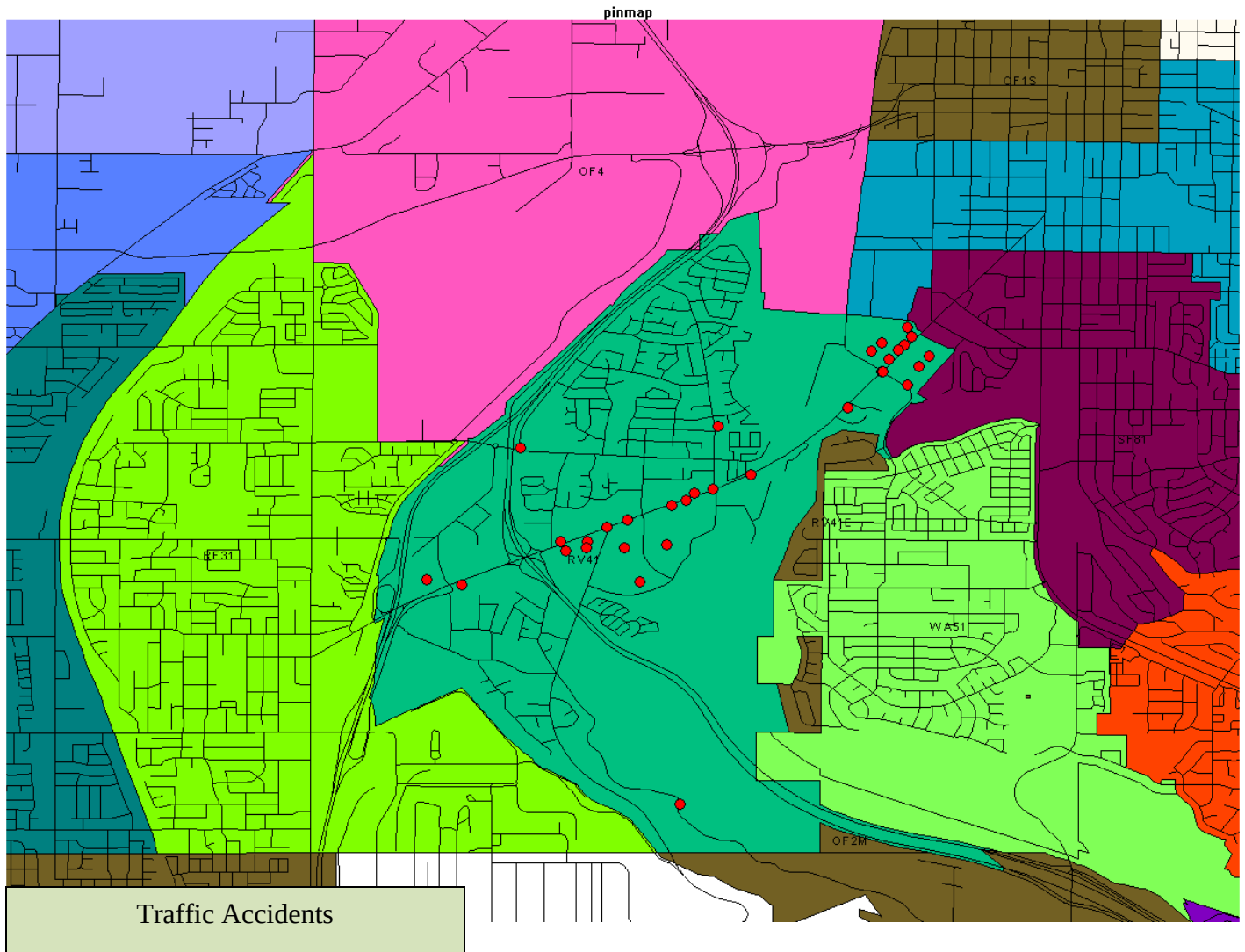
RIVERDALE POLICE DEPARTMENT

CRIME BULLETIN

March 2019
Report #16-3

Traffic Patrol and Enforcement

- 330 Traffic Stops resulting in:
 - 239 Citations
 - 398 Total Violations
 - 175 Warnings Issued
- 42 Traffic Accidents



- 17 New Cases sent to Investigations
- 9 Investigative Cases Closed
- Value Reported Stolen \$14,119.32
- Value Recovered \$140.29

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO

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**RIVERDALE CITY
MONTHLY UTILITY REPORT
FOR MAYOR & CITY COUNCIL
MARCH 2019**

Water Fund

	Total Gallons Used (in thousands)	Total Billings	Total Customers Billed	Average Gallons used Per Customer (in thousands)	Average Bill Per Customer
Residential	9,819	\$ 35,087	2,118	5	\$ 16.57
Commercial	12,615	\$ 24,155	260	49	\$ 92.90

Sewer Fund

	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 53,857	2,098	\$ 25.67
Commercial	\$ 43,770	222	\$ 197.16

Storm Water Fund

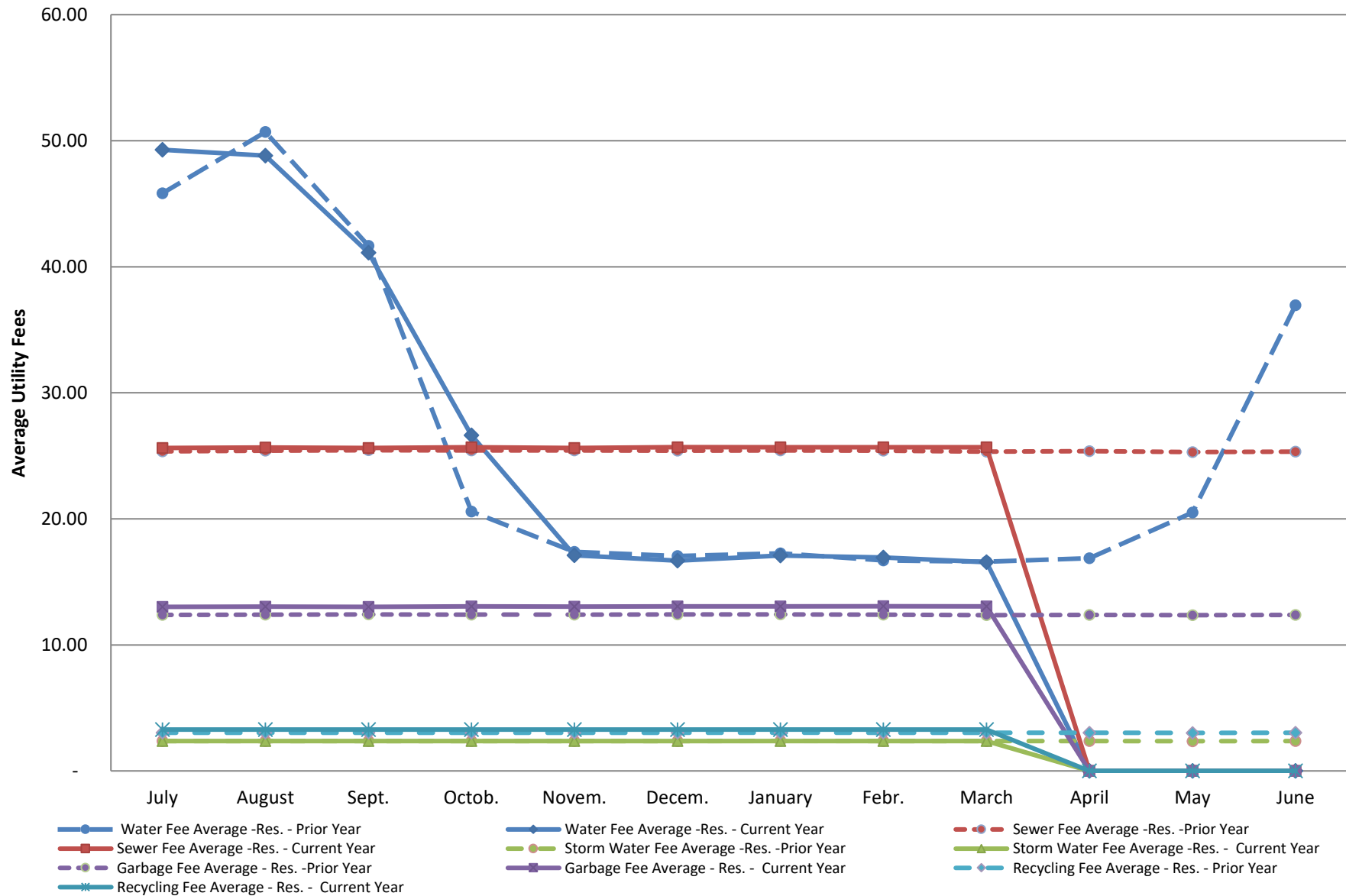
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 5,008	2,116	\$ 2.37
Commercial	\$ 13,986	197	\$ 70.99

Garbage Fund

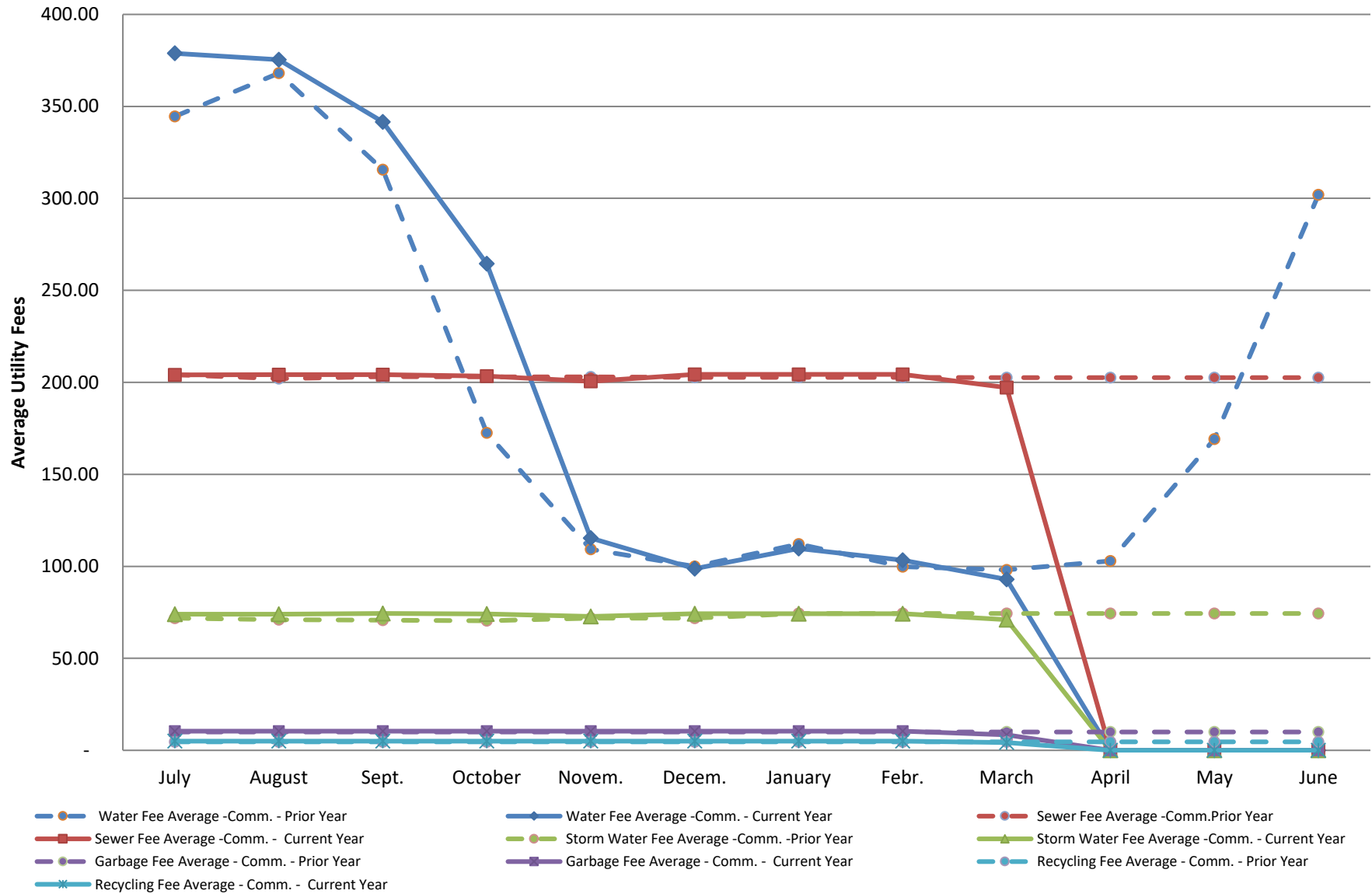
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential - Garbage	\$ 27,055	2,072	\$ 13.06 *
Residential - Recycling	\$ 5,843	1,783	\$ 3.28
Commercial - Garbage	\$ 42	5	\$ 8.40 *
Commercial - Recycling	\$ 25	6	\$ 4.18

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

Residential Average User Fees Fiscal Year 2018 & 2019



Commercial Average User Fees Fiscal Year 2018 & 2019



Employee Recognition – April 2019 Anniversaries			
Years	Employee		Department
36		Paul Flaig	Fire
20		Scott Brenkman	Police
17		Curtis Jones	Police
15		Casey Warren	Police
6		Mike Eggett	Community Development
4		Amy Wright	Community Services
3		Angie Pierce	Business Administration
1		Breklyn Choate	Community Services

1		Gerardo Vazquez	Police
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Staffing Authorization Plan

As of December 31, 2005		
Department	FTE Authorization	FTE Actual
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 March 31, 2019		
Department	FTE Authorization	FTE Actual
City Administration	2.00	2.00
Legal Services	4.50	4.50
Community Development	3.00	3.00
Business Administration	6.25	6.25
Community Services	9.00	9.00
Public Works	10.00	10.00
Police	22.75	22.75
Fire	15.50	14.50
Total	73.00	72.00

Staffing Reconciliation - Authorized to Actual		
Department	FTE Variance	Explanation
City Admin	0.00	
Legal Services	0.00	
Community Development	0.00	
Community Services	0.00	
Business Administration	0.00	
Public Works	0.00	
Police	0.00	
Fire	(1.00)	PT Firefighters Unfilled
Totals	(1.00)	Staffing <u>under</u> authorization

Actual Full Time Employees	56.00
Actual Part Time Employees	52.00
Seasonal Employees	0.00

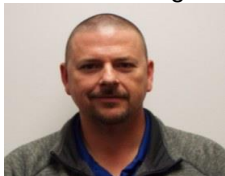
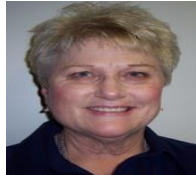
Riverdale City Staffing Authorization Plan

Department: Elected - Mayor & Council

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>Election</u>	<u>Term of Office</u>	<u>Authorized</u>	<u>Actual</u>
	Mayor			1.00	
	Norman Searle	2013	2018-2021		1.00
					
	Councilor / Mayor Pro Tem			1.00	
	Braden Mitchell	2015	2016-2019		1.00
					
	Councilor			4.00	
	Brent Ellis	2013	2018-2021		1.00
	Alan Arnold	2015	2016-2019		1.00
	Cody Hansen	2015	2016-2019		1.00
	Bart Stevens	2017	2018-2021		1.00
					
					
					
					
	Total			6.00	6.00

Riverdale City Staffing Authorization Plan

Department: Planning Commission

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOA-City</u>	<u>Term Apptm't</u>	<u>Authorized</u>	<u>Actual</u>
	Open Chairman Robert Wingfield	01/2016	01/2020	1.00	1.00
					
	Vice Chairman Amy Spiers	07/2018	01/2021	1.00	1.00
					
	Commissioner			5.00	
	Steve Hilton	02/2019	01/2023		1.00
	Blair Jones	01/2016	01/2020		1.00
	Rikard Hermann	12/2018	01/2021		1.00
	Kathy Eskelsen	02/2018	01/2022		1.00
	Wanda Ney	02/2019	01/2023		1.00
	    				
	Total			7.00	7.00

Riverdale City Staffing Authorization Plan

Department: City Administration

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
130/140	City Recorder Jackie Manning	6/29/2015	6/29/2015	1.00	1.00
					
125	City Administrator Rodger Worthen	3/17/2014	3/17/2014	1.00	1.00
					
Total				2.00	2.00

Riverdale City Staffing Authorization Plan

Department: Legal Services

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
1042	Court Clerk III Earlene Lee	11/29/1999	5/1/2005	1.00	1.00
					
1045	Court Outreach Coord. Joan Dailey	11/28/2005	11/28/2005	1.00	1.00
					
1040	Court Clerk II Francisca Olson	10/1/2018	10/1/2018	0.50	0.50
					
1070	Prosec. Attorney Teral Tree	1/30/2017	1/30/2017	0.50	0.25
	Letitia Toombs	1/30/2017	1/30/2017		0.25
					
					
XXX	Justice Court Judge Reuben Renstrom	10/1/2010	10/1/2010	0.50	0.50
					
1025	City Attorney / Dept Head Steve Brooks	11/1/2004	11/1/2004	1.00	1.00
					
Total				4.50	4.50

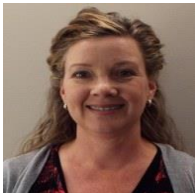
Riverdale City Staffing Authorization Plan

Department: Community Development

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
325/310	Building Official Jeff Woody	6/22/1992	6/1/2005	1.00	1.00
					
1710/330	Fire Insp./Code Enf. Randy Koger	7/9/1990	1/1/2012	1.00	1.00
					
345/380	Comm Dev Dir Michael Eggett	4/16/2013	4/16/2013	1.00	1.00
					
Total				3.00	3.00

Riverdale City Staffing Authorization Plan

Department: Business Administration - Civic Center Division

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
600	PT Custodian			0.75	
	Neil Amidan	8/1/2013	8/1/2013		0.25
	Steve Hodges	7/6/2015	7/6/2015		0.25
	Brenda Green	10/5/2018	10/5/2018		0.25
					
760	Civic Center Service Clerk			1.00	
	Raelyn Boman	9/3/2013	4/6/2015		0.50
	Cami Jacobsen	9/5/2017	9/5/2017		0.50
					
720/200	Acctg. Clerk			0.50	
	Cindee Colby	9/2/2008	9/2/2008		0.50
					
730	Utility Billing Clerk			1.00	
	Angie Pierce	4/18/2016	4/18/2016		1.00
					
610	Fac. Custodial Coordinator/ Pub Comm Spec			1.00	
	Chris Stone	12/1/1992	12/1/1992		1.00
					

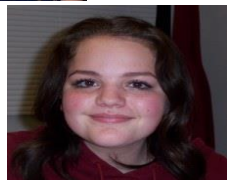
195/145	HR Manager/Treasurer Stacey Comeau	1/31/2005	1/31/2005	1.00	1.00
					
165/780	Business Adminstrator Cody Cardon	1/8/2019	1/8/2019	1.00	1.00
					
	Total			6.25	6.25

Riverdale City Staffing Authorization Plan

Department: Business Administration - Community Services Division

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	FTE <u>Authorized</u>	FTE <u>Actual</u>
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XXX	Rec Assistant			2.75	
	Allison Judkins	8/19/2016	8/19/2016		0.25
	Hannah Taylor	9/18/2017	9/18/2017		0.25
	Hyrum Stoddard	6/6/2016	6/6/2016		0.25
	Thomas Clarke	3/8/2018/	3/8/2018		0.25
	Kaleb Kasper	11/6/2017	11/6/2017		0.25
	Noland Jensen	3/18/2019	3/18/2019		0.25
	Breklyn Choate	4/10/2018	4/10/2018		0.25
	Zachary Anderson	6/12/2018	6/12/2018		0.25
	Jorden Bennett	9/11/2018	9/11/2018		0.25
	Ashton Cassidy	12/3/2018	12/3/2018		0.25
	Alisa Swenson	1/7/2019	1/7/2019		0.25



XXX	Group Fitness Instructor			0.50	
	Heidi Jepps	7/27/2017	7/27/2017		0.25
	Sherilyn Taylor-Brown	7/27/2017	7/27/2017		0.25



1266	Comm Services Cust Service Clerk			2.00	
	Karen Dille	9/13/1999	9/13/1999		0.50
	Colleen Winget	9/16/2003	9/16/2003		0.33
	Betty Wilson	9/2/2014	9/2/2014		0.33
	Amy Wright	4/10/2015	4/10/2015		0.33
	Baylee Cascaddan	8/31/2015	8/15/2017		0.33



1270

Rec Specialist

Samuel Smith
Elisa Anger

9/14/2015
6/17/2016

9/14/2015
8/1/2017

0.50

0.25
0.25



XXX	Sr. Center Worker RDA Daniel Pence	6/2/2015	6/2/2015	0.50	0.50
					
1570	Sr. Center Cook Wendy Turner	10/14/2010	1/16/2015	0.50	0.50
					
1424	Sr. Center Kitchen Aide Debbie Hall	8/9/2017	8/9/2017	0.25	0.25
					
225	Seniors Program Specialist Miranda Rizzi	3/20/2014	7/1/2017	1.00	1.00
					
340	Comm Services Director Rich Taylor	6/30/2014	6/30/2014	1.00	1.00
					
	Rounding				0.18
	Total			9.00	9.00

Riverdale City Staffing Authorization Plan

Department: Public Works

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
1230	Park Mtnc Specialist I			0.00	0.00
1235	Park Mtnc Specialist II			0.00	0.00
1240	Park Mtnc Specialist III			3.00	
	Travis Gibson	5/2/2011	5/2/2011		1.00
	Matthew Guymon	9/1/2017	1/16/2018		1.00
	John Flynn	10/2/2018	10/2/2018		1.00
					
1994	Mtnc Field Supervisor			1.00	
	Norm Farrell	8/17/1998	12/20/2004		1.00
					
2105	Utility Mtnc Operator I			0.00	0.00

2110	Utility Mtnc Operator II			0.00	0.00
2115	Utility Mtnc Operator III			3.00	
	Bart Poll	8/24/1998	7/1/2004		1.00
	Jake Peterson	5/12/2014	5/12/2014		1.00
	Travis Dahle	7/18/2017	7/18/2017		1.00
					
1994	Mtnc Field Supervisor			1.00	
	Kirk Favero	11/3/1997	7/1/2005		1.00
					
2105/2000	Utility Mtnc Operator I/Equipment Mtnc Spec			1.00	
	Abraham Torres	5/9/2006	3/15/2016		1.00
					
2025	PW Director			1.00	
	Shawn Douglas	5/20/1991	10/16/2011		1.00
					
	Total			10.00	10.00

Riverdale City Staffing Authorization Plan

Department: Police

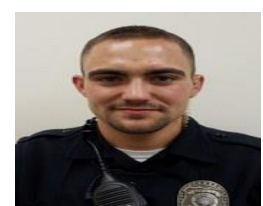
<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	School Crossing Guard Kathy Doxey Tamara Jones Frank White	8/10/2015 8/22/2007 9/23/2002	8/10/2015 8/22/2007 9/23/2002	0.75	0.25 0.25 0.25
	  				
1510	Animal Control Bonnie Jones	5/8/1998	5/8/1998	1.00	1.00
					
2335	Patrol Secretary/Receptionist Camille Tesch	3/8/2004	3/8/2004	1.00	1.00
					
2310	Administrative Executive Assistant Cindi Draper	1/30/1995	1/30/1995	1.00	1.00
					
1750	PT Police Officer I			0.00	0.00
1750	Pol Officer I			0.00	0.00

1755

Pol Officer II

5.00

Luigi Panunzio	5/26/2016	5/26/2016	1.00
Matthew Phillips	6/16/2016	6/16/2016	1.00
Robert Lovato	6/30/2016	6/30/2016	1.00
Ryne Schofield	7/16/2016	7/16/2016	1.00
Jacob Stanger	6/30/2018	6/30/2018	1.00

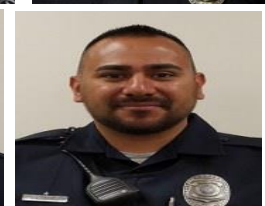
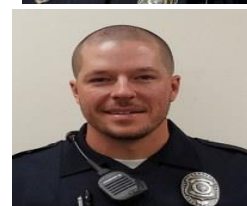


1760

Pol Officer III

8.00

Lynn Wright	7/1/2003	2/16/2004	1.00
Joey Clark	12/6/2004	1/1/2005	1.00
Ryan Bailey	9/30/2016	9/30/2016	1.00
Jamie Boots	11/16/2016	11/16/2016	1.00
Juan Torres	8/31/2016	8/31/2016	1.00
Michael McNeely	2/16/2018	2/16/2018	1.00
Tyrel Dalton	3/1/2018	3/1/2018	1.00
Gerardo Vazquez	4/30/2018	4/30/2018	1.00



1765	Pol Sgt			4.00
	Curtis Jones	4/16/2002	1/1/2006	1.00
	Derek Engstrom	11/16/2010	7/1/2015	1.00
	Joel Pippin	2/16/2004	7/1/2016	1.00
	Brandon Peterson	7/12/2002	7/16/2016	1.00



1745	Police Lt. Casey Warren	4/16/2004	7/1/2015	1.00	1.00
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1740	Police Chief Scott Brenkman	4/14/1999	7/1/2016	1.00	1.00
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Total				22.75	22.75
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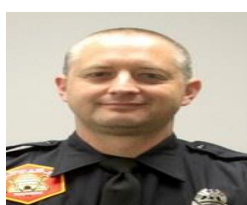
Riverdale City Staffing Authorization Plan

Department: Fire

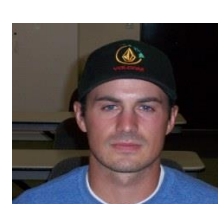
<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	PT Firefighter			5.00	
	Noah Pincombe	6/26/2018	6/26/2018		0.25
	Darin Ryan	8/10/2010	8/10/2010		0.25
	Eddie Graham	10/22/1997	10/22/1997		0.25
	Joshua Wead	7/29/2014	7/29/2014		0.25



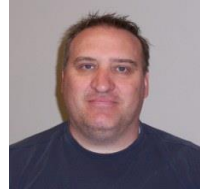
Dave Griggs	8/15/1994	8/15/1994	0.25
Kraig Cutkomp	8/9/2012	8/9/2012	0.25
Jered Hawkes	12/15/2008	15/15/2008	0.25
Michael Hadley	8/29/2007	8/29/2007	0.25



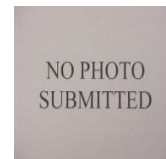
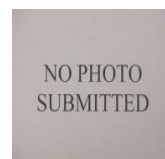
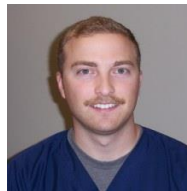
Mitchel Preator	5/1/2017	5/1/2017	0.25
Bret Bronson	12/20/2012	12/20/2012	0.25
Michael Payne	7/29/2014	7/29/2014	0.25
Jordan Cubbedge	7/29/2014	7/29/2014	0.25



Open			0.00
Benjamin Williams	3/1/2016	3/1/2016	0.25
Lance Beech	5/10/2017	5/10/2017	0.25
Maximilian Higley	7/2/2018	7/2/2018	0.25



Shane Erisoty	7/19/2018	7/19/2018	0.25
Open			0.00
Open			0.00
Open			0.00



2335	Fire Admin Secretary		0.50	
	Krystn Hinojosa	10/18/2004	10/18/2004	0.50



1695	FT Firefighter/EMT		6.00	
	Paul Flaig	4/4/1983	6/16/2011	1.00
	Dean Gallegos	8/21/1995	8/21/1995	1.00
	Matthew Slater	12/4/2001	6/16/2011	1.00
	Steven Whetton	7/29/2014	8/31/2016	1.00
	JR VanDyke	7/28/2017	7/28/2017	1.00
	Stephanie Fischer	7/30/2018	3/1/2019	1.00





1675	Fire Captain			3.00	
	Matthew Hennessy	12/5/2005	2/1/2012		1.00
	Nathan Tracy	11/6/2012	8/1/2018		1.00
	Garrett Henry	9/21/2018	3/1/2019		1.00



1680	Fire Chief			1.00	
	Jared Sholly	10/21/2015	10/21/2015		1.00



	Rounding			0.00	0.00
	Total			15.50	14.50



COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT

April 10, 2019

OPEN FOR BUSINESS



L A  B O Y®

La-Z-Boy held their Grand Opening on March 23rd with a ribbon cutting and celebration. Their new store is located at 1136 W. Riverdale Road.

ONGOING DEVELOPMENTS



Quick Quack Car Wash will build on the corner of 700 W. Riverdale Road. The final site plan has been approved by the Riverdale City Council.



Besst Realty will open an office in the former Johnny's Dairy building at 5098 South 1050 West. Renovations to the building are now taking place.



Dania Furniture has announced that it will open a store in the old Babies-R-Us building at 4042 S. Riverdale Road.



Monthly Financial Report
Riverdale City and Redevelopment Agency
Report as of February 28, 2019

	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	\$ 2,620,518	\$ 331,615	\$ 1,515	\$ 815,272	\$ 640,692	\$ 6,776,202	\$ 5,198,188	\$ 1,578,014
						Net of Class C Road Funds:		1,353,621
						Net of Local Option Sales Tax Highway/Transportation Funds:		1,106,996
Redevelopment Agency, RDA	3,900,981			21,347	404,084	700,797	517,347	183,450
Capital Projects Fund	3,911,503			8,479	10,003	65,429	110,880	(45,451)
Water Fund	2,812,826			72,275	52,191	1,012,734	670,065	342,668
Sewer Fund	1,731,624			105,831	182,456	822,729	916,365	(93,636)
Storm Water Fund	1,326,604			21,959	13,779	174,503	122,049	52,454
Garbage Fund	363,833			33,730	30,323	269,448	224,999	44,449
Motor Pool Fund	1,844,525			29,407	22,870	304,028	566,743	(262,714)
Information Technology Fund	245,262			10,714	8,882	85,474	108,354	(22,880)
Total	\$ 18,757,675	\$ 331,615	\$ 1,515	\$ 1,119,013	\$ 1,365,281	\$ 10,211,344	\$ 8,434,990	\$ 1,776,355

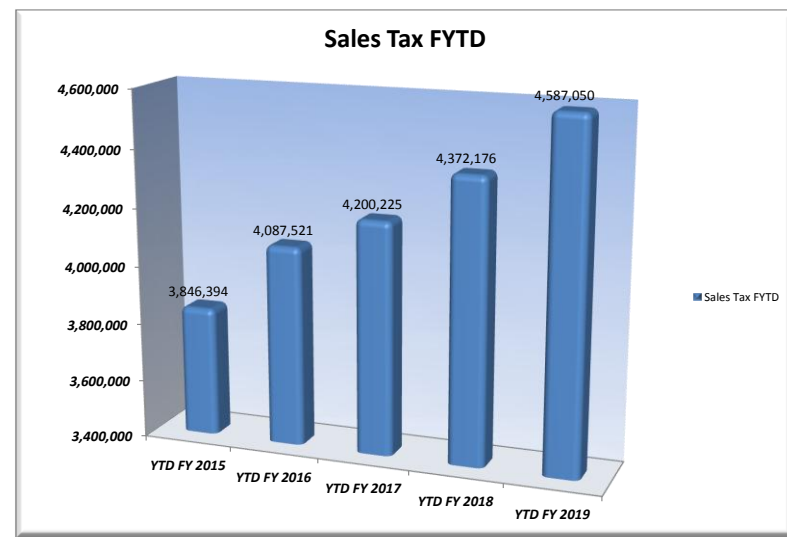
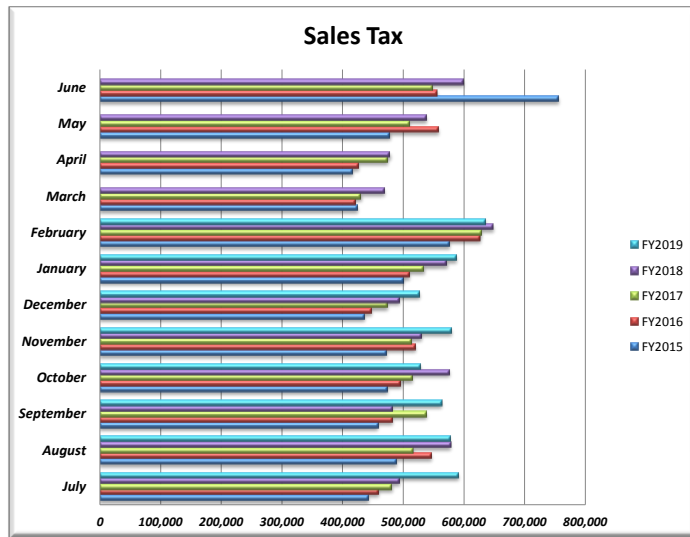
Cody Cardon
Business Administrator

Notes:

- 1) Savings are held in:
 - a) PTIF (Public Treasurer's Investment Fund), the most recent yield was 2.98%.
- 2) Checking consists of one account at Wells Fargo Bank: Accounts Payable
- 3) Cash Drawers are located at the Civic Center (\$600), Comm. Ctr.(\$300), Senior's (\$115), and Police (\$500).
- 4) Receipts for sales tax, property tax, road tax and liquor tax are deposited directly into the PTIF account by the paying agency of the State of Utah or Weber County.
- 5) Other receipts are handled through the counter cash drawers mentioned above.
- 6) All disbursements are paid through the checking accounts at Wells Fargo Bank except petty cash items.
- 7) Cash flow and all account balances are monitored daily, savings are transferred from the PTIF to the checking account to cover disbursements as necessary.
- 8) Check disbursements are normally made weekly through the accounts payable system.
- 9) A check register report is available for detailed review of each disbursement made by city and RDA funds.
- 10) Our independent auditors include their review of these accounts in their annual audit report.

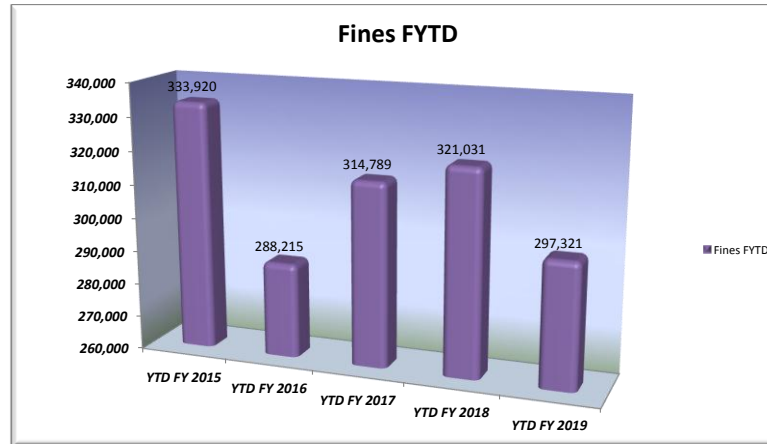
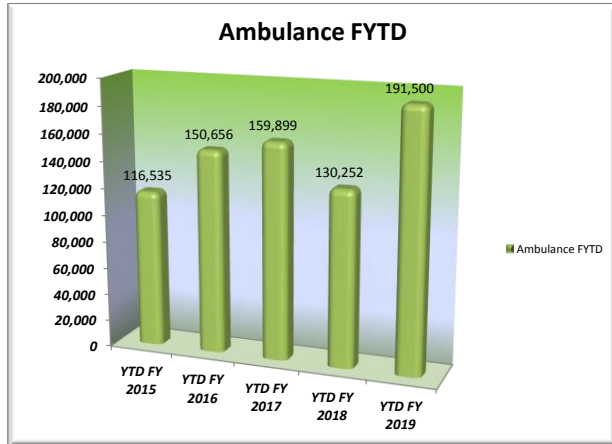
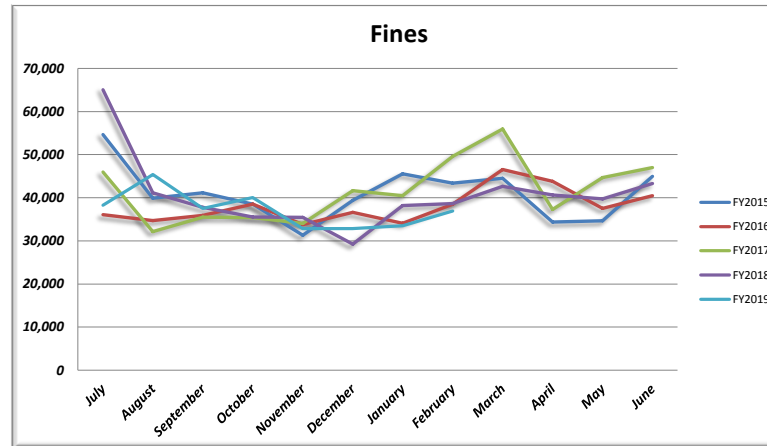
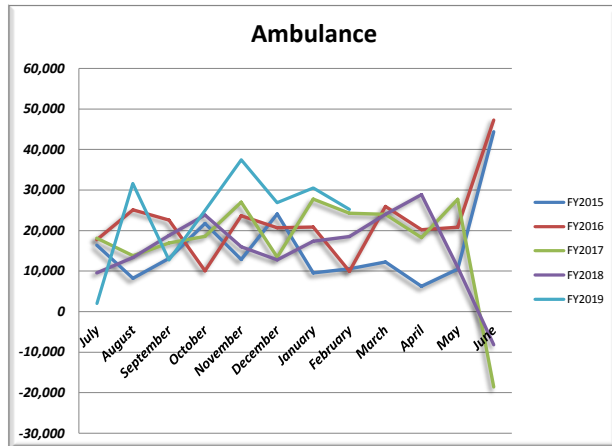
Monthly Financial Report
Riverdale City Redevelopment Agency
Report as of February 28, 2019

	<u>Amount of Money on Hand</u>			<u>For the Month Reported</u>		<u>For the Fiscal Year To Date</u>		
	<u>Savings</u>	<u>Checking</u>	<u>Cash Drawers</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Difference</u>
RDA General Fund	\$ 411,937			\$ 4,343	\$ 3,510	\$ 46,749	\$ 8,064	\$ 38,685
Riverdale Road RDA Fund	727,282			-	380,000	-	392,133	(392,133)
1050 West RDA Fund	(1,285)			-	-	-	-	-
550 West RDA Fund	525,906			-	14,090	223,460	21,431	202,029
West Bench RDA Fund	(53,993)			-	-	-	-	-
Statutory Housing RDA Fund	310,343			671	-	64,205	950	63,255
Housing RDA Fund	600,917			1,609	41	12,603	256	12,347
Senior Facility Fund	1,379,875			14,724	6,443	353,781	94,514	259,268
Total	\$ 3,900,981	\$ -	\$ -	\$ 21,347	\$ 404,084	\$ 700,797	\$ 517,347	\$ 183,450



Sales Tax	July	August	September	October	November	December	January	February	March	April	May	June	Totals
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	519,883	447,381	510,651	627,131	420,008	425,567	558,304	556,078	6,047,479
FY2017	481,004	516,215	538,062	514,769	513,312	473,968	533,991	628,904	430,061	474,567	510,239	547,592	6,162,684
FY2018	492,789	577,720	482,284	576,553	530,387	492,763	571,906	647,775	468,676	478,270	537,682	599,204	6,456,007
FY2019	591,419	576,907	563,499	528,836	578,794	526,228	586,556	634,811					4,587,050

Sales Tax FYTD	YTD FY 2015	YTD FY 2016	YTD FY 2017	YTD FY 2018	YTD FY 2019
	3,846,394	4,087,521	4,200,225	4,372,176	4,587,050



Ambulance	July	August	September	October	November	December	January	February	March	April	May	June	Totals
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	189,908
FY2016	17,721	25,099	22,604	10,096	23,644	20,688	20,854	9,951	25,958	20,185	20,818	47,259	264,876
FY2017	18,113	13,801	16,941	18,559	26,998	13,443	27,761	24,284	23,992	18,246	27,714	-18,586	211,266
FY2018	9,538	13,360	18,798	23,832	16,020	12,787	17,382	18,535	24,015	28,880	10,955	-8,179	185,924
FY2019	2,046	31,645	12,774	24,987	37,483	26,847	30,539	25,179					191,500

Ambulance FYTD	YTD FY 2015	YTD FY 2016	YTD FY 2017	YTD FY 2018	YTD FY 2019
	116,535	150,656	159,899	130,252	191,500

Fines	July	August	September	October	November	December	January	February	March	April	May	June	Totals
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	492,443
FY2016	36,066	34,724	35,927	38,538	33,792	36,609	34,078	38,481	46,559	43,787	37,534	40,484	456,579
FY2017	45,953	32,154	35,475	35,406	34,062	41,653	40,500	49,586	55,922	37,266	44,678	47,003	499,658
FY2018	65,050	41,139	37,772	35,553	35,439	29,244	38,177	38,658	42,644	40,636	39,749	43,306	487,366
FY2019	38,246	45,393	37,512	40,014	32,884	32,825	33,495	36,952					297,321

Fines FYTD	YTD FY 2015	YTD FY 2016	YTD FY 2017	YTD FY 2018	YTD FY 2019
	333,920	288,215	314,789	321,031	297,321

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND REVENUE</u>					
TAX REVENUE	639,216.43	5,214,866.53	7,135,000.00	1,920,133.47	73.1
LICENSES AND PERMITS	52,946.99	314,359.22	260,000.00	(54,359.22)	120.9
INTERGOVERNMENTAL REVENUE	44,093.86	560,063.98	881,750.00	321,686.02	63.5
CHARGES FOR SERVICES	35,773.13	283,123.01	361,800.00	78,676.99	78.3
FINES AND FORFEITURES	36,951.96	297,320.65	470,200.00	172,879.35	63.2
MISCELLANEOUS REVENUE	6,289.54	106,468.92	1,625,500.00	1,519,031.08	6.6
TOTAL FUND REVENUE	815,271.91	6,776,202.31	10,734,250.00	3,958,047.69	63.1
<u>RDA GENERAL FUND REVENUE</u>					
SOURCE 36	4,342.85	31,851.23	27,000.00	(4,851.23)	118.0
RDA REVENUE	.00	14,897.33	15,000.00	102.67	99.3
TOTAL FUND REVENUE	4,342.85	46,748.56	42,000.00	(4,748.56)	111.3
<u>RIVERDALE ROAD RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	.00	.00	470,000.00	470,000.00	.0
TOTAL FUND REVENUE	.00	.00	470,000.00	470,000.00	.0
<u>550 WEST RDA FUND REVENUE</u>					
TAX REVENUE	.00	223,460.06	225,000.00	1,539.94	99.3
MISCELLANEOUS REVENUE	.00	.00	45,000.00	45,000.00	.0
TOTAL FUND REVENUE	.00	223,460.06	270,000.00	46,539.94	82.8
<u>STATUTORY HOUSING FUND REVENUE</u>					
TAX REVENUE	.00	59,589.37	60,000.00	410.63	99.3
MISCELLANEOUS REVENUE	670.98	4,615.31	2,850.00	(1,765.31)	161.9
TOTAL FUND REVENUE	670.98	64,204.68	62,850.00	(1,354.68)	102.2
<u>HOUSING RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	1,608.77	12,602.57	18,000.00	5,397.43	70.0
TOTAL FUND REVENUE	1,608.77	12,602.57	18,000.00	5,397.43	70.0

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR FACILITY RDA FUND REVENUE</u>					
TAX REVENUE	.00	235,630.78	195,000.00	(40,630.78)	120.8
CHARGES FOR SERVICES	11,755.00	97,200.00	145,000.00	47,800.00	67.0
MISCELLANEOUS REVENUE	2,969.11	20,950.51	16,000.00	(4,950.51)	130.9
TOTAL FUND REVENUE	14,724.11	353,781.29	356,000.00	2,218.71	99.4
<u>CAPITAL PROJECTS FUND REVENUE</u>					
CAPITAL PROJECTS REVENUE	8,478.55	65,429.02	1,755,000.00	1,689,570.98	3.7
TOTAL FUND REVENUE	8,478.55	65,429.02	1,755,000.00	1,689,570.98	3.7
<u>WATER FUND REVENUE</u>					
WATER - INTEREST REVENUE	5,953.90	46,290.03	29,500.00	(16,790.03)	156.9
WATER REVENUE	66,321.12	966,443.67	1,155,000.00	188,556.33	83.7
TOTAL FUND REVENUE	72,275.02	1,012,733.70	1,184,500.00	171,766.30	85.5
<u>SEWER FUND REVENUE</u>					
SEWER REVENUE	105,830.69	822,729.12	1,182,350.00	359,620.88	69.6
TOTAL FUND REVENUE	105,830.69	822,729.12	1,182,350.00	359,620.88	69.6
<u>STORM WATER FUND REVENUE</u>					
STORM WATER REVENUE	21,959.21	174,503.47	244,000.00	69,496.53	71.5
TOTAL FUND REVENUE	21,959.21	174,503.47	244,000.00	69,496.53	71.5
<u>GARBAGE FUND REVENUE</u>					
GARBAGE REVENUE	33,729.73	269,447.64	395,800.00	126,352.36	68.1
TOTAL FUND REVENUE	33,729.73	269,447.64	395,800.00	126,352.36	68.1
<u>MOTOR POOL FUND REVENUE</u>					
MOTOR POOL REVENUE	29,407.31	304,028.22	569,139.00	265,110.78	53.4
TOTAL FUND REVENUE	29,407.31	304,028.22	569,139.00	265,110.78	53.4

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
INFORMATION TECH. FUND REVENUE					
IT REVENUE	10,713.71	85,473.67	125,380.00	39,906.33	68.2
TOTAL FUND REVENUE	10,713.71	85,473.67	125,380.00	39,906.33	68.2

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND EXPENDITURES</u>					
MAYOR/COUNCIL	7,566.50	70,634.40	133,807.00	63,172.60	52.8
LEGAL	46,420.91	434,275.39	707,729.00	273,453.61	61.4
CITY ADMINISTRATION	21,178.39	182,714.91	288,272.00	105,557.09	63.4
BUSINESS ADMINISTRATION	46,240.48	379,849.36	630,827.00	250,977.64	60.2
NON DEPARTMENTAL	5,833.00	46,664.00	1,350,851.00	1,304,187.00	3.5
POLICE	225,682.82	1,923,284.50	3,028,244.00	1,104,959.50	63.5
FIRE	144,182.27	1,059,981.44	1,637,795.00	577,813.56	64.7
COMMUNITY DEVELOPMENT	40,440.27	280,187.57	437,085.00	156,897.43	64.1
STREETS	22,827.08	239,424.73	1,397,714.00	1,158,289.27	17.1
PARKS	27,599.47	224,011.61	530,863.00	306,851.39	42.2
COMMUNITY SERVICES	52,720.58	357,160.22	591,063.00	233,902.78	60.4
TOTAL FUND EXPENDITURES	640,691.77	5,198,188.13	10,734,250.00	5,536,061.87	48.4
<u>RDA GENERAL FUND EXPENDITURES</u>					
RDA EXPENSES	3,510.20	8,063.79	42,000.00	33,936.21	19.2
TOTAL FUND EXPENDITURES	3,510.20	8,063.79	42,000.00	33,936.21	19.2
<u>RIVERDALE ROAD RDA FUND EXPENDITURES</u>					
EXPENDITURES	380,000.00	392,132.60	470,000.00	77,867.40	83.4
TOTAL FUND EXPENDITURES	380,000.00	392,132.60	470,000.00	77,867.40	83.4
<u>550 WEST RDA FUND EXPENDITURES</u>					
EXPENDITURES	14,090.23	21,431.44	270,000.00	248,568.56	7.9
TOTAL FUND EXPENDITURES	14,090.23	21,431.44	270,000.00	248,568.56	7.9
<u>STATUTORY HOUSING FUND EXPENDITURES</u>					
EXPENDITURES	.00	950.00	62,850.00	61,900.00	1.5
TOTAL FUND EXPENDITURES	.00	950.00	62,850.00	61,900.00	1.5
<u>HOUSING RDA FUND EXPENDITURES</u>					
EXPENDITURES	40.95	255.85	18,000.00	17,744.15	1.4
TOTAL FUND EXPENDITURES	40.95	255.85	18,000.00	17,744.15	1.4

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR FACILITY RDA FUND EXPENDITURES</u>					
EXPENDITURES	6,442.58	94,513.70	356,000.00	261,486.30	26.6
TOTAL FUND EXPENDITURES	6,442.58	94,513.70	356,000.00	261,486.30	26.6
<u>CAPITAL PROJECTS FUND EXPENDITURES</u>					
CAPITAL PROJECTS EXPENDITURES	10,002.83	110,879.54	1,755,000.00	1,644,120.46	6.3
TOTAL FUND EXPENDITURES	10,002.83	110,879.54	1,755,000.00	1,644,120.46	6.3
<u>WATER FUND EXPENDITURES</u>					
WATER EXPENSES	52,191.30	670,065.32	2,584,676.00	1,914,610.68	25.9
TOTAL FUND EXPENDITURES	52,191.30	670,065.32	2,584,676.00	1,914,610.68	25.9
<u>SEWER FUND EXPENDITURES</u>					
SEWER EXPENSES	182,456.17	916,365.09	2,710,780.00	1,794,414.91	33.8
TOTAL FUND EXPENDITURES	182,456.17	916,365.09	2,710,780.00	1,794,414.91	33.8
<u>STORM WATER FUND EXPENDITURES</u>					
STORM WATER EXPENSES	13,779.45	122,049.06	586,417.00	464,367.94	20.8
TOTAL FUND EXPENDITURES	13,779.45	122,049.06	586,417.00	464,367.94	20.8
<u>GARBAGE FUND EXPENDITURES</u>					
GARBAGE EXPENSES	30,323.21	224,998.56	398,688.00	173,689.44	56.4
TOTAL FUND EXPENDITURES	30,323.21	224,998.56	398,688.00	173,689.44	56.4
<u>MOTOR POOL FUND EXPENDITURES</u>					
MOTOR POOL EXPENSES	22,869.72	566,742.67	1,052,250.00	485,507.33	53.9
TOTAL FUND EXPENDITURES	22,869.72	566,742.67	1,052,250.00	485,507.33	53.9
<u>INFORMATION TECH. FUND EXPENDITURES</u>					
IT EXPENSES	8,882.40	108,353.77	197,000.00	88,646.23	55.0
TOTAL FUND EXPENDITURES	8,882.40	108,353.77	197,000.00	88,646.23	55.0

**RIVERDALE CITY
CITY COUNCIL AGENDA
April 16, 2019**

AGENDA ITEM: F

SUBJECT: Consideration to approve meeting minutes.

PRESENTER: Jackie Manning, City Recorder

INFORMATION: [a. February 23, 2019 Strategic Planning Meeting](#)
[b. March 19, 2019 City Council Work Session](#)
[c. March 19, 2019 City Council Regular Meeting](#)

[BACK TO AGENDA](#)

Minutes of the Riverdale City Council Strategic Planning Meeting held Saturday, February 23, 2019, at 8:00 a.m., at the Senior Center, 4433 South 900 West, Riverdale City, Weber County, Utah.

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

City Employees: Rodger Worthen, City Administrator
Steve Brooks, City Attorney
Shawn Douglas, Public Works Director
Scott Brenkman, Police Chief
Cody Cardon, Business Administrator/Finance Director
Jared Sholly, Fire Chief
Rich Taylor, Community Services Director
Mike Eggett, Community Development Director
Jackie Manning, City Recorder

Visitors: Fred Philpot

- **Welcome – Mayor Searle (First Recording)**

Mayor Searle called the meeting to order and welcomed all in attendance, including all councilmembers and members of the staff. The meeting began at 8:00 a.m.

- **Session Objectives**

Rodger Worthen, the City Administrator, explained this was the kick off meeting to discuss the budgetary needs of Riverdale City for fiscal year 2019-2020. The budget is a policy document that outlines the actions of the next fiscal year. The tentative budget will be adopted the first meeting in May. Mr. Worthen discussed the budget adoption process as outlined in state code.

There was a discussion regarding potentially changing the second strategic planning meeting. There was a majority consensus to keep the strategic planning meeting as scheduled on May 11, 2019.

1. Benchmarks

Mr. Worthen discussed the 7 key benchmarks and performance measures of the Riverdale City service organization. The benchmarks work to address various needs of the city, such as: customer service satisfaction, total city property tax revenues, city sales tax revenue, general fund expenditures by department, city staffing, rainy day fund reserve balance and the general fund surplus budget. All of this information is published on the Riverdale City website.

2. Legislative Update and Budget Impacts

Mr. Worthen discussed the 2019 legislative session and discussed some of the bills currently being watched and negotiated by the Utah League of Cities and Towns (ULCT).

There was a discussion regarding the sales tax reformation bill which would lower the sales tax rate for tangible goods and apply a tax rate for services, such as accounting. Mr. Worthen expressed concern regarding this bill and explained that Riverdale City will be looking to lobby against the bill.

Mr. Worthen summarized the economic report drafted by the Utah Governor Herbert's office, which outlines Utah statistics regarding job growth, population, and economic diversity.

- **Fiscal Review**

1. FYTD 2018-19 Financial Review

Cody Cardon, the Business Administrator, discussed the local option highway and road tax, which is based on sales tax revenue, that could also be impacted if the tax reformation bill is passed.

Mr. Cardon discussed the summary of revenues/expenditures for the general fund as of January 31, 2019. This report displays the general fund expenditures for each individual department, comparing the budget and the year to date actual. Revenues are up and expenditures are down, pending capital projects.

Mr. Cardon referred to the year to year comparison general fund data, which compares January 2018 to January 2019. He noted the greatest change was in the difference of general fund revenues, which was up \$418,999 in 2019.

Mr. Cardon discussed the year to year comparison for enterprise funds which compares January 2019 and January 2018 for the water, sewer, storm, and garbage fund. It was noted Central Weber continues to increase their fees. Everything is fairly consistent in comparing the two years. It was noted the addition of adding a late fee has reduced the amount of late payments for the utilities department.

Mr. Cardon explained in lieu of increasing the water rate, the city staff would like to get an agreement with Weber Basin Water to get water directly from them. The final agreement will be brought before the council for final approval. Mr. Cardon discussed the formula used by Weber Basin Water to determine the annual rate. Mr. Douglas discussed the benefit and cost savings of having Weber Basin Water treat water for Riverdale City, versus Riverdale City purchasing new water.

Mr. Cardon discussed the garbage fund and noted the slight anticipated increase from the county due to the increase of the transfer station. At this time Riverdale City is not recommending an increase in garbage, but this will need to be re-evaluated annually.

There was a discussion regarding the Riverdale City Ordinance as it relates to new development and water shares. There was an idea to add a component to the ordinance that would address density, versus just straight acreage.

There was a discussion regarding the garbage can replacement policy for Riverdale City. Mr. Douglas explained if the garbage can breaks due to normal age and wear and tear then public works will replace it for free. If the can is damaged because of user misuse, then the resident is responsible for the cost to replace the can.

• **Budget Issues**

1. Capital Improvement Plan Review

a. Mayor/Council

There was a discussion regarding the council getting Chromebooks versus iPads. There was a consensus for the council to get Chromebooks. Mr. Cardon discussed the technical difficulties with the video streaming and stated it should be resolved. There was a discussion regarding what it would take to have the packet information displayed on the monitors during the council meetings with an emphasis on equipment upgrades.

b. Business Administration

Mr. Cardon discussed the business administration department as it relates to capital improvement plan. He discussed the city wide staff conversion of going from Microsoft 7 to Microsoft 10, due to the fact the Microsoft will no longer be supporting Microsoft 7. He discussed the various cameras being upgraded and placed around the city. There was a brief discussion regarding the best location to place a tower to have wifi throughout the city which will improve the clarity of the cameras located within parks. ETS, the contracted I.T. company for Riverdale City, is currently reviewing the best location to add the tower. More information should be available for the tentative budget discussion in May.

There was a break from 9:39 a.m. to 9:52 a.m.

There was a brief discussion regarding a local fire that occurred in Riverdale City.

c. Community Development

Mr. Cardon discussed the upcoming projects for the community development department which included a new vehicle for the building inspector and code enforcement officer. They will be on a similar vehicle rotation as the police department to help minimize overall maintenance costs.

d. Legal

Mr. Cardon discussed the legal department upcoming projects, and explained the court office's east exterior doors will be replaced.

e. Community Services

Mr. Cardon discussed the upcoming projects for the community services department which included parking lot improvements, camera system, and new round and rectangle tables for meeting rooms. It was noted the bleachers will need to be replaced in the near future. The bleacher funds will only be used when the bleachers can no longer be repaired.

f. Fire

Mr. Cardon discussed the upcoming projects for the fire department as outlined in the capital improvement plan which included: overhead bay doors, fire station improvements, radios, a camera system and parking lot improvements. Mr. Cardon discussed the aging ambulance, and noted the 2020 fiscal year will have an ambulance purchase in the fire budget. There were several other items in the future budget such as: chiefs fire truck, copy machine and new laptops.

Chief Sholly discussed fire safety equipment and focused the discussion on the new masks that are available that increase safety.

g. Parks

Mr. Cardon discussed parks projects, such as: grasshopper mower, utility truck, automatic door locks. There was a discussion regarding the fencing along the trail. It should be complete as soon as weather permits.

h. Police

Mr. Cardon discussed the warranty program for police vehicles as it relates to fleet replacements. Capital improvement projects include: police station remodel, animal control truck, 2 motorcycle replacements, 5 admin vehicle, laptops, and body armor.

i. Sewer

Mr. Douglas discussed sewer maintenance with the overall goal to keep the sewers clean. The golden spike park is scheduled for sewer maintenance. More information regarding the sewer maintenance calendar can be found in the capital improvement plan.

j. Storm Water

Mr. Cardon discussed the storm water improvement projects and noted the majority were for next fiscal year. Mr. Douglas discussed the success and cost savings in contracting the sweeping services out versus purchasing a new sweeper. There are no known complaints regarding that service.

k. Streets

There was a discussion regarding the capital improvement plans for streets with an emphasis on roundabout improvements, class "c" road projects, commercial snow blowers, and local option road projects.

There was a discussion regarding government accounting versus regular accounting. Mr. Cardon explained what type of expenditures each account could be used for, specifically with regard to enterprise funds, which are to be operated as for profit (example: water, sewer, garbage, or storm water). Mr. Cardon also explained how bonds work to pay for projects. Mr. Cardon discussed Riverdale City's approach of saving for future projects in lieu of bonding.

There was a discussion regarding minimal increases for services, to keep in line with rising costs, rather than subsidizing services and adding larger fees every few years.

l. Water Fund

There was a discussion regarding the water fund, and how weber basin usually has small incremental increases annually. It was emphasized that Riverdale would need to keep pace with the rise in cost, to avoid unsustainable subsidizing of the residents water usage fee. The water budget is subject to change pending on the decision of Weber Basin whether or not they are able to treat the water for Riverdale, versus purchasing new water shares.

l. Senior Housing Facility

Mr. Cardon discussed the aging Riverdale Senior Center and explained the rise in overall maintenance costs. There was no scheduled improvement projects for 2020, but Mr. Cardon noted the following fiscal years would have some projects such as, new carpet, painting, roof replacement, solar panels, blinds, and door lock systems.

Mr. Douglas discussed advantage of painting it all at once, to help decrease the overall cost. Councilmember Hansen

asked about the possibility of moving up the carpet and paint replacement to sooner rather than later.

2. Other Funds

Mr. Douglas discussed the round-about improvements to be made on 4 round-abouts. He provided different conceptual design options and discussed the overall cost of each option. There was a consensus to move forward with the roundabout design and landscaping prioritization project. Mr. Douglas will bring back an official proposal and design for the council to approve.

There was a brief discussion regarding the Veterans Memorial, and it was noted there will be new concrete to help decrease long term maintenance for that area.

There was a brief discussion regarding the road improvement to be made to Ritter Drive. Mr. Douglas explained construction is anticipated to begin in April 2019, weather permitting. There was a brief discussion regarding the traffic flow pattern during the construction period of Ritter Drive.

There was a brief discussion regarding the existing court room with an emphasis on the design. There was a discussion regarding emergency planning in case of an active shooter in the court room/council chambers.

• **Consensus Priorities for drafting FY 2019-2020 Budget**

1. Projects and Initiatives

Mr. Worthen discussed the overall goal of making Riverdale City aesthetically pleasing through landscaping and building requirement. Councilmember Ellis asked if the 1500 West road improvements was a priority, and Mr. Douglas explained there are other priorities that are being finished prior to the 1500 West road improvements.

Councilmember Hansen asked about the possibility of having 2 additional bus stops, 1 in front of the Maverick and the other in front of Buffalo Wild Wings. Mr. Worthen discussed the Utah Transit Authorities involvement in bus stop placements.

There was a discussion regarding developer agreements with regard to bonds or escrow requirements for improvements.

Councilmember Arnold discussed the painting program for graffiti, with an emphasis on improving the paint matching. Scott Brenkman, Police Chief, discussed the existing interlocal agreement and discussed the paint selection process. He will contact the appropriate department and encourage them to attempt to match better.

2. UYSA Soccer Proposal

Mr. Worthen dispersed a conceptual draft for potential soccer fields for the future park adjacent to the civic center. He discussed the drafted field agreement between Riverdale City and the UYSA Soccer Association. He explained the financial situation of the UYSA soccer group with relation to developing and maintaining this park.

In exchange for use of the city property, UYSA would maintain the fields (i.e. lawn maintenance, water, etc.). Their main season would be March 15th – May 31st and September 1st – November 15th. The city would not have access during the tournaments or the scheduled field use during the UYSA seasons. Per the agreement, the UYSA would also have the option to add additional tournaments during the off season subject to the approval of the city.

Mr. Worthen also discussed the necessity for the city to extend the road and water line should this area be developed. This is due to the agreement Riverdale City made with the Unity property owners many years prior.

There was much discussion regarding the feasibility of having the soccer agreement between UYSA with Riverdale City. The highlighted concerns and thoughts expressed were with regard to:

1. The City maintaining scheduling control over the fields.
2. Additional cost to the city to provide the roadway and maintenance of said roadway (which creates more work for the public works department)
3. Restrooms and pavilions would need to be added. The discussion of whether the public works department would maintain these, or UYSA would need to be discussed.
4. If restrooms were added, this would require sewer connections and maintenance, creating more work for the public works department.
5. Early morning practices could impact local neighboring residents.
6. Development of the soccer fields would reduce the fire hazard of the dry over growth for that area.
7. Second bridge access for the massive increase in traffic. Who would pay to install and maintain this bridge?
8. If unity property sells and develops, will this park area be a good fit for that area?

9. Tournaments would be good for the local restaurants and shopping outlets.

Mr. Worthen stated the UYSA just need direction from the city officials to determine if they are interested enough in this agreement to begin investing more money into research and engineer drawings. This item was put on hold until after lunch.

Lunch from 11:50 a.m. – 11:54 a.m. (During this time frame staff grabbed their lunch before continuing the meeting).

- **Lewis Young Roberts Burningham Inc.**

- 1. General Fund Comprehensive Financial Sustainability Plan

Mr. Worthen stated the purpose of this presentation is to discuss financial sustainability with regard to the current level of service for Riverdale City residents. Mr. Worthen reminded the Council that the local options sales tax addition will expire in 2030, which accounts for approximately 1.5 million in sales tax revenue for the city.

Fred Philpot, with Lewis Young Roberts & Burningham, provided an overview of the general fund financial review. The sustainability objective is meant to prioritize and evaluate existing services, with an emphasis on efficiency, while factoring in variables such as, population growth, developments, scope creep, etc.

Mr. Philpot discussed the challenges of the general fund which include loss of buying power. He explained property taxes are stagnant and are budget neutral. The overall assessment reviews and analyzes whether or not the general fund can keep up with inflation and growth. Mr. Philpot briefly discussed the formula used by the county to calculate the certified tax rate.

Mr. Philpot discussed the steps taken during the analysis: review the needs of each city department, a model is then built to accommodate those needs, revenues and expenses are then reviewed, with the finalization being brought before the council.

There was a discussion of neighboring communities that utilized Mr. Philpots services for similar budget analysis. Given his experience in working with other communities, he anticipated this being a multi-meeting discussion to accommodate both the needs of the department, residents, and the council.

Mr. Worthen thanked Mr. Philpot for his time. Mr. Worthen emphasized this study is a proactive approach to address the future needs of the city.

- 2. Open and Public Meetings Act (OPMA) Training

City Attorney, Steve Brooks, presented a brief training regarding OPMA. He emphasized this act is for public transparency. He discouraged the Council from discussing any items that were not on a public agenda. As long as the council discusses topics on the agenda, they should be in compliance with the act.

There was a brief discussion regarding emails, with an emphasis on how they relate to retention schedules and the Government Records Management Act (GRAMA).

- 3. Resuming Discussion of UYSA Soccer Proposal

Mayor Searle asked to resume the discussion of the UYSA Soccer Proposal. He mentioned the UYSA would like to present in an upcoming city council meeting. Councilmember Hansen, Stevens and Mitchell were unfavorable to the UYSA presenting. They felt that any decisions made with regard to the 40 acres was premature until more information could be obtained about wetlands within that area, as well as potential upcoming developments on the adjacent land. Given the majority of the council were not favorable to the UYSA soccer proposal that item was not placed on the upcoming city council agenda.

There was a discussion regarding acquiring a wetland survey for the 40 acres of city land. Mr. Douglas emphasized the importance of knowing what exactly the city had and could use. There was a unanimous consensus from the city council to research the cost of the wetland study and present at the May strategic planning meeting.

- **Discretionary**

Mayor Searle informed the council of the grand opening for La-Z Boy on March 23rd, with the ribbon cutting following shortly after that date. Mayor Searle thanked the staff for all their work with regard to the city budget.

• **Adjourn**

Having no further business to discuss the meeting was adjourned at 12:49 p.m.

Norm Searle, Mayor

Jackie Manning, City Recorder

Date Approved: **April 16, 2019**

DRAFT

Minutes of the **Work Session** of the **Riverdale City Council** held Tuesday, March 19, 2019, at 5:30 p.m., at the Civic Center in the Administrative Offices, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:

City Council:	Norm Searle, Mayor Braden Mitchell, Councilmember Brent Ellis, Councilmember Alan Arnold, Councilmember Cody Hansen, Councilmember Bart Stevens, Councilmember
City Employees:	Rodger Worthen, City Administrator Steve Brooks, City Attorney Jackie Manning, City Recorder

The City Council Work Session meeting began at 5:30 p.m. Mayor Searle welcomed all in attendance.

Public Comment:

There were no known public comments.

Presentations and Reports:

Mayor Searle discussed the most recent lunch with the elementary kids. It is a moment where a few elementary kids are selected to eat lunch with the mayor and other city officials and discuss ways to improve the community.

The presentation regarding the Your Community Connection (YCC) was moved to the April 2, 2019 council agenda. There were no questions regarding the city administration report.

Consent Items:

Mayor Searle invited any corrections or comments for the work session and regular meeting minutes for the City Council Meetings held on March 5, 2019. There were no requested changes.

Action Items:

Mayor Searle invited discussion regarding the first action item, consideration of Resolution 2019-05, Interlocal Agreement between Riverdale City and Weber County for 2019 and 2021 Election Services. Jackie Manning, the City Recorder, summarized the executive summary and invited questions.

There was a discussion regarding the difference between an active registered and inactive registered voter.

Mayor Searle invited discussion regarding the second action item, consideration of Ordinance 907, amendments and language addition to Municipal Code 10-13F Hillside and Slope Protection. Rodger Worthen, the City Administrator, summarized the executive summary and invited questions. There was a discussion regarding this ordinance with relation to the existing landslide and the lawsuit between the property owners around the landslide and Riverdale City. Steve Brooks, the City Attorney, didn't feel this ordinance would impact the existing law suit or the landslide. It is merely a preventative ordinance.

Discretionary Items:

There was a discussion regarding emergency preparedness with regard to an active shooter. The Mayor asked if staff could explore additional safety measures to be taken in case of an active shooter.

Councilmember Stevens discussed the option of remodeling the council chambers to be more handicap accessible.

Adjournment:

Having no further business to discuss the City Council adjourned at 5:56 p.m. to convene into their Regular City Council Meeting.

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

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

City Employees: Rodger Worthen, City Administrator
Steve Brooks, City Attorney
Mike Eggett, Community Development
Scott Brenkman, Police Chief
Rich Taylor, Community Services Director
Jared Sholly, Fire Chief
Jackie Manning, City Recorder

Visitors: David A. Leahy Chuck Kerkvliet

There were multiple people in the audience that did not sign in.

A. Welcome & Roll Call

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

B. Pledge of Allegiance

Mayor Searle invited Rodger Worthen, the City Administrator, to lead the Pledge of Allegiance.

C. Moment of Silence

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

D. Public Comment

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

E. Presentations and Reports

1. Mayors Report

Mayor Searle noted the presentation regarding the YCC (Your Community Connection) has been moved to the next city council meeting on April 2, 2019.

Mayor Searle invited all to attend the grand opening of the La-Z Boy furniture store this Saturday at 12:30 p.m. on May 23, 2019.

2. City Administration Report

Rodger Worthen, summarized the administration report which outlines staff anniversaries, full time employee (fte) allocation, community development (i.e. new businesses coming into the community or existing business remodels), individual staff monthly progress reports, and the condition of the treasury. Mr. Worthen recognized Steve Brooks, the City Attorney, for the various work he performs for the city, such as: resolutions, ordinances, contracts and agreements, and his supervision of the court department.

Awards were presented to the following employees for their years of service: Camille Tesch for 15 years of service, Rodger Worthen for 5 years of service, and Miranda Rizzi for 5 years of service.

Rich Taylor, Community Services Director, discussed his enjoyment in working with Miranda. He explained she does a great job with customer service and working with the seniors. Mayor Searle and Rodger Worthen expressed appreciation for Miranda's hard work.

Scott Brenkman, Police Chief, discussed the great customer service of Camille Tesch. Chief Brenkman explained how Camille makes work a fun place to be. Mr. Worthen and Mayor Searle discussed appreciation for Camille and all her hard work.

Mayor Searle expressed appreciation for all of Mr. Worthens hard work and his good service to the city.

There was a brief discussion regarding the fire department staff report with relation to the heavy rescue vehicle.

3. Presentation and Swearing In – Fire Department

Chief Sholly explained this was the annual swearing in of the new fire fighters. He discussed the comraderie of the department and discussed the sacrifice of all public safety staff members. Chief Sholly introduced the new fire fighters and provided a brief job history for each new staff member. The fire fighters, Gerrett Henry, Stephanie Fischer, Shane Erisoty, Max Higley and Noah Pincomb were sworn in. Each fire fighter had a special pin on their uniform, placed there by a loved one.

Mayor Searle welcomed the new fire fighters to the city.

F. Consent Items

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

Mayor Searle invited any corrections or comments regarding the above referenced meeting minutes. There were no requested changes to the minutes.

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

G. Action Items

1. Consideration or Resolution 2019-05, Interlocal Agreement between Riverdale City and Weber County for 2019 and 2021 Election Services.

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

Weber County would like the Inter-Local Agreement to last 2 election cycles (2019 and 2021). This is beneficial to the city, because it locks in the price and it helps us to know what to budget for the next election. The services Weber County will be providing are listed in Exhibit A.

The cost of the Primary and General Election is outlined in Exhibit B. It should be noted that Weber County is only charging for materials and their staff time. There are various factors that affect the overall cost. For example, if the primary election is cancelled, Riverdale City will not be charged for that election. Weber County will have an item on the ballot for the 2019 election year, which will also reduce the overall cost to Riverdale City, because of the sharing costs of noticing and printing.

There will be 6 voting centers located throughout Weber County, as outlined in Exhibit C. Weber County registered voters can go to any polling place or ballot drop box located within Weber County regardless of which city they reside.

During the work session meeting there was a question regarding the definition of an active and inactive registered voter. Ms. Manning read for the record to two definitions as defined in Utah State Code 20A-1-102, "Inactive voter means a registered voter who is listed as inactive by a county clerk under Subsection 20A-2-306(4)(c)(i) or (ii); and Active voter means a registered voter who has not been classified as an inactive voter by the county clerk." It was noted the reasons a county clerk would inactivate a registered voter would be listed in Utah State Code 20A-2-306.

There was a discussion regarding the election costs with a comparison of conducting the elections through a private vendor versus contracting with the county. Ms. Manning discussed the significant cost savings for Riverdale City by contracting with the county.

MOTION: Councilmember Hansen moved to approve Resolution 2019-05, Interlocal Agreement between Riverdale City and Weber County for 2019 and 2021 Election Services. Councilmember Arnold seconded the motion.

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

ROLL CALL VOTE:

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

2. Consideration of Ordinance 907, Amendments and language addition to Municipal Code 10-13F Hillside and Slope Protection.

Rodger Worthen, the City Administrator, summarized the executive summary which explained:

Uncontrolled disturbance of steep slopes and inadequately controlled land-clearing activities on slope areas can lead to failure of slopes and the mass movement of earth; damage to the natural environment, man-made structures and personal safety; and the degradation of aesthetics. The establishment via amendment of City ordinance 10-13F will support the public health, safety and general welfare of the inhabitants of Riverdale City. This ordinance amendment adds additional regulations and enforcement clause to the critical lands and steep slope ordinance of the City; by doing so increases the public safety of the community and protects property and the use thereof as directed by the land use regulation. Lastly, to ensure that all activities involving land clearing and/or land disturbance in sloped areas of the City are carried out so as to ensure the maximization of benefits to the residents of the City and the protection of the natural and man-made environment ensuring that soil erosion is contained to the extent practicable. City staff recommend approval of these amendments.

Councilmember Ellis asked if there was any public comment regarding this proposed ordinance. It was noted there was a public hearing held at the previous planning commission meeting and no comments were made. Staff has also not received any form of communication from the public regarding this proposed ordinance amendment.

Councilmember Hansen stated he received a comment from someone residing on the east bench who was supportive of this ordinance.

Councilmember Mitchell expressed appreciation to city staff for reviewing and updating the ordinance.

Mr. Worthen read for the record the purpose of this ordinance "This chapter is to protect public health, safety and general welfare, reduce man-made hazards, protect property and water quality by implementing management practices, criteria, and provisions included herein for land use activities, construction and earth disturbance activities, and to achieve the following throughout the City. Furthermore, to establish the required process to determine whether property on or adjacent to certain critical slopes can be maintained or protected and; used in a safe, orderly and beneficial manner."

Mr. Brooks noted this proposed ordinance would not have prevented the existing active landslide. This ordinance is more a proactive approach to increase safety.

MOTION:

Councilmember Arnold moved to approve Ordinance 907, Amendments and language addition to Municipal Code 10-13F Hillside and Slope Protection. Councilmember Hansen seconded the motion.

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

ROLL CALL VOTE:

Councilmembers Ellis, Mitchell, Arnold, Hansen and Stevens all voted in favor.

H. Discretionary Items

There was a brief discussion regarding code enforcement and following up with reported violations.

Mr. Brooks informed the council that Judge Renstrom has been appointed by the governor to become a district judge. The approval is pending by the senate. As such, there will be a need to find a new justice court judge for Riverdale City.

Councilmember Mitchell expressed appreciation for the Riverdale Police Officers for their response times to calls.

There was a brief discussion regarding the water line break with an emphasis on emergency preparedness and bottled water.

Mayor Searle noted the Chevron business has been sold and will be demolished shortly, to make way for new businesses, such as Starbucks.

I. Adjournment.

MOTION: Having no further business to discuss, Councilmember Arnold made a motion to adjourn. The motion was seconded by Councilmember Mitchell; all voted in favor. The meeting was adjourned at 6:45 p.m.

Norm Searle, Mayor

Jackie Manning, City Recorder

Date Approved: April 2, 2019

DRAFT

**RIVERDALE CITY
CITY COUNCIL AGENDA
April 16, 2019**

AGENDA ITEM: G1

SUBJECT: Consideration or Resolution 2019-06, amending the Interlocal Cooperative Agreement for seal and secure services to include Plain City, Washington Terrace, Uintah City, Mountain Green, and Morgan County.

PRESENTER: Jared Sholly, Fire Chief

ACTION REQUESTED: Consideration to approve

INFORMATION:

- [a. Executive Summary](#)
- [b. Resolution 2019-06](#)
- [c. Attachment A – Interlocal Agreement](#)
- [d. Ogden City – Seal & Secure Agreement](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on:

Petitioner:
Jared Sholly, Fire Chief

Summary of Proposed Action

Consideration of Resolution 2019-06, Adopting the amendment to the Interlocal Cooperative Agreement for seal and secure services to include Plain City, Washington Terrace, Uintah City, Mountain Green and Morgan County. The rotation of "board-up" companies is managed by Weber County Dispatch for all entities.

Summary of Supporting Facts & Options

As part of the original agreement; Weber County dispatch, through a rotation of contractors, will dispatch a "board-up" company to secure any structures after an incident. Here are the contractor requirements as per said agreement.

- Ability to provide physical security measures to all damaged areas including but not limited to: secure or protect exposed roof areas, doors and/or windows before leaving scene with appropriate material such as ply-wood, tarp, etc.
- Ability to provide security, including installing temporary fencing, caution tape, etc.
- Ability to provide heavy rescue/structural services when needed
- Ability to provide complete damage assessment and engineering, if needed, as well as ability to provide additional services such as clean-up or restoration.
- For doors that need to be secured, contractor to provide a lock hasp and combination pad lock for each; for fencing, contractor shall provide a chain and combination pad lock. The code shall be provided the authority having jurisdiction or their designee.
- Seal and board services provided to affected party at no cost to the Cities of Weber County.
- Cities reserve the right to hire contractor if seal and board services are required for a City facility.

Recently a "Request for Proposal" from Ogden City Fire Department was sent out to select contractors, and to identify qualified contractors (see attachment). There were some challenges to the process, which the attorneys from Ogden City have corrected.

Legal Comments - City Attorney

Steve Brooks

Steve Brooks, Attorney

Fiscal Comments - Business Administrator/Budget Officer

Cody Cardon

Cody Cardon,
Business Administrator

Administrative Comments - City Administrator

	Rodger Worthen Rodger Worthen, City Administrator
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Signatures were added electronically. There were no comments regarding this item.



RESOLUTION NO. 2019-06

A RESOLUTION OF RIVERDALE CITY COUNCIL APPROVING A SECOND AMENDMENT TO AN INTERLOCAL AGREEMENT BETWEEN RIVERDALE CITY, NUMEROUS OTHER CITIES AND WEBER AREA DISPATCH CONCERNING BOARD AND SEAL SERVICES UTILIZED AFTER STRUCTURE FIRES.

WHEREAS, Utah Code Ann. § 11-13-101 et. sec. permits governmental entities to enter into cooperation agreements with each other; and

WHEREAS, Riverdale City previously entered into an Interlocal Agreement on March 18, 2014 concerning Secure and Seal Services after fires, with numerous entities and Weber Area Dispatch and a First Amendment to that agreement was entered on or about January 1, 2016; and

WHEREAS, the parties to the agreement have met and considered the need for a Second Amendment that would add additional parties to the agreement; and

WHEREAS, the Riverdale City Council has fully reviewed the attached Second Amendment to the Agreement between Riverdale City, numerous other entities and Weber Area Dispatch concerning a joint agreement for Board and Seal Services utilized after structure fires and agrees to all the additional terms and conditions (addition of new parties) contained therein; and

NOW THEREFORE, the Riverdale City Council hereby approves the attached Second Amendment to Interlocal Cooperation Agreement For Seal and Secure Service Rotation List (attached hereto and incorporated hereby) as written and authorizes the Mayor of Riverdale City to execute this Agreement on behalf of the City.

RESOLVED this _____ day of April, 2019.

Mayor Norm Searle
Riverdale City

Attest:

Jackie Manning
City Recorder

SECOND AMENDMENT TO INTERLOCAL COOPERATION AGREEMENT
FOR SEAL AND SECURE SERVICES ROTATION LIST

This Second Amendment to the Interlocal Cooperation Agreement for Seal and Secure Services Rotation List ("Amendment") is made and entered into this ____ day of _____, 2019, pursuant to the provisions of the Interlocal Cooperation Act, Section 11-13-101, et. seq., Utah Code Annotated, 1953 as amended, by and between Ogden City, a Utah Municipal Corporation, hereinafter referred to as "Ogden City," Weber Fire District, a political subdivision of the State of Utah, hereinafter referred to as "Weber Fire," Morgan County, a Utah Municipal Corporation, hereinafter referred to as "Morgan County," Mountain Green, a Utah Municipal Corporation, hereinafter referred to as "Mountain Green," North View Fire District, a political subdivision of the State of Utah, hereinafter referred to as "North View Fire," Plain City, a Utah Municipal Corporation, hereinafter referred to as "Plain City," Riverdale City, a Utah Municipal Corporation, hereinafter referred to as "Riverdale City," Roy City, a Utah Municipal Corporation, hereinafter referred to as "Roy City," and South Ogden City, a Utah Municipal Corporation, hereinafter referred to as "South Ogden City," Uintah City, a Utah Municipal Corporation, hereinafter referred to as "Uintah City," Washington Terrace, a Utah Municipal Corporation, hereinafter referred to as "Washington Terrace," and the Weber Area Dispatch 911 and Emergency Services District, hereinafter referred to as "Weber Area Dispatch," the parties.

WHEREAS, the parties have entered into an Interlocal Cooperation Agreement for Seal and Secure Services Rotation List dated March 18, 2014 and amended agreement effective January 1, 2016, (the "Agreement"), in order to cooperate in arranging post-incident seal and secure services for members of the public who are in need of such services; and

WHEREAS, the parties wish to amend The Agreement in certain respects, on the terms and conditions described herein.

IT IS THEREFORE agreed as follows:

1. The Agreement hereby amended to add the following parties; Plain City, Washington Terrace, Uintah City, Mountain Green, and Morgan County.
2. Except where such terms or conditions are clearly inapplicable, all other terms and conditions of the Agreement remain unmodified.

IN WITNESS WHEREOF, the below signing parties have signed and executed this Amendment, after resolutions duly and lawfully passed, on the dates listed below.

WEBER FIRE DISTRICT

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Weber Fire District

WEBER AREA DISPATCH 911 AND EMERGENCY SERVICES DISTRICT

By: _____
Its: _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Weber Area Dispatch 911
And Emergency Services District

OGDEN CITY

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Ogden City

NORTH VIEW FIRE

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for North View Fire

SOUTH OGDEN CITY

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for South Ogden City

ROY CITY

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Roy City

RIVERDALE CITY

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Riverdale City

UINTAH CITY

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Uintah City

WASHINGTON TERRACE

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Washington Terrace

PLAIN CITY

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Plain City

MOUNTAIN GREEN

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Mountain Green

MORGAN COUNTY

By: _____
Its _____

Attest:

By: _____
Its _____

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:

Attorney for Morgan County

Ogden City Fire Department
Seal and Secure Service and Rotation List Agreement



Prepared by Ogden City Fire Department

November 13, 2018

OGDEN CITY CORPORATION
OGDEN FIRE DEPARTMENT
SEAL AND SECURE SERVICES
AND ROTATION LIST AGREEMENT

INTRODUCTION AND DISCLAIMER

Ogden City Corporation, through the Ogden City and Weber County Fire Departments (Roy, Weber Fire District, South Ogden, Riverdale, North View, Plain City, Unitah City and Washington Terrace) are seeking to establish a list of Contractors that are able to provide services on a rotating basis to seal and secure residential and commercial structures post-incident ("Rotation List"). Such services may not be owner requested or consented to but will be requested directly by the Agency when deemed in the best interest of the affected party. Ogden City may share this Agreement with Participating Agencies. In this event, Contractors will be bound to the terms of this Agreement with respect to Participating Agency and will be bound to follow any rules and policies of Participating Agency.

A Contractor who has been selected to be on the Rotation List is a privilege and not a right. To be eligible to be on the Rotation List, a Contractor must have responded to an RFP issued by Agency and must agree to comply with the rules and regulations as set forth in this Seal and Secure Services and Rotation List Agreement ("Agreement") and all other rules and policies of Ogden City and/or Participating Agencies. Any Contractor on the "Rotation List" must also follow all federal, state, and local laws and regulations pertaining to seal and secure service companies. Failure to comply with the terms of this Agreement or applicable federal, state, and local laws and regulations may lead to sanctions against the Contractor.

The signature of the duly authorized representative on the Agreement shall confirm that the entire document has been read, the information provided is complete and accurate, the Contractor and all employees are bound by all provisions of the Agreement, the Contractor understands the requirements to be placed on and remain on the Rotation List, the Contractor accepts the conditions of the Agreement, and the Contractor accepts responsibility for the actions of its owners, agents, and employees as they relate to the Agreement and does so with the full understanding that inclusion on the Rotation List is voluntary and a discretionary privilege and not a legal right.

DEFINITIONS: As used in this Agreement:

- (1) "Agency" means: Ogden City Fire Department and Participating Agencies.
- (2) "Contractor" means: the company agreeing to provide services on a rotating basis to seal and secure residential and commercial structures post-incident at the request of Agency.
- (3) "Employee" means: full-time, part-time and contract employees, assistants and trainees of the Contractor.
- (4) "Participating Agency" means any governmental agency participating with Ogden City in this Agreement.
- (5) "Weber Area Dispatch" means the Weber Area Dispatch 911 and Emergency Services District.

OGDEN CITY CORPORATION
OGDEN FIRE DEPARTMENT
SEAL AND SECURE SERVICES
AND ROTATION LIST AGREEMENT

TERMS, CONDITIONS, PROCEDURES, AND AGREEMENT

- (1) This Agreement expires on December 31, 2021. The Agencies reserve the right to extend this Agreement, issue a new RFP, or add companies to the rotation at any time.
- (2) The Contractor agrees on behalf of Agency to provide services to seal and secure residential and commercial structures post-incident that may not be consented to or by the owner. By entering into this Agreement, Contractor agrees to provide such services on a rotating basis upon contact by Weber Area Dispatch or a private dispatch service operating in conjunction with Weber Area Dispatch to implement the Rotation List.
- (3) By entering into this Agreement, Contractor acknowledges that it has the ability to and if appropriate will perform the following services for the affected party at no cost to Agency:
 - (a) Ability to provide physical security measures to all damaged areas including but not limited to: secure or protect exposed roof areas, doors and/or windows before leaving scene with appropriate material such as ply-wood, tarp, etc.
 - (b) Ability to provide security, including installing temporary fencing, caution tape, to secure the affected property.
 - (c) Ability to provide heavy rescue/structural services when needed
 - (d) Ability to provide complete damage assessment and engineering, if needed, as well as ability to provide additional services such as clean-up or restoration.
 - (e) For doors that need to be secured, contractor to provide a lock hasp and combination pad lock for each; for fencing, contractor shall provide a chain and combination pad lock when needed. The code shall be provided to the authority having jurisdiction or their designee.
 - (f) Seal and Secure services are to be provided to affected party at no cost to the Agencies of Weber County.
 - (g) Cities reserve the right to hire a contractor if seal and secure services are required for a City facility.
- (4) In the event Weber Area Dispatch contracts with a private dispatch service to manage the Rotation List, Contractor agrees to pay any fees required by such private dispatch provider. Failure to pay required fees shall be cause for immediate suspension from the Rotation List until payment situation is resolved.
- (5) The Contractor is responsible and will ensure that employees are aware of and comply with the requirements of this Agreement.
- (6) The Contractor will ensure that all employees have sufficient experience and/or training to provide the agreed-upon services in a lawful, safe, proper, and effective manner, are able to provide exceptional customer service, and are able to adequately communicate with on-scene Agency personnel.
- (7) The Contractor acknowledges that no employee has been convicted of a felony and shall require random drug and alcohol testing of employees.
- (8) The Contractor must maintain necessary equipment and materials at all times.

OGDEN CITY CORPORATION
OGDEN FIRE DEPARTMENT
SEAL AND SECURE SERVICES
AND ROTATION LIST AGREEMENT

(9) The Contractor agrees to invoice according to the following:

- (a) Charge industry standard rates for all work performed and materials provided. Submit sample rate sheet.
- (b) If the owner or tenant is not available, the Fire Department may choose to initiate the request for seal and secure services in the best interest of the property owner; contractor will not bill the Fire Department.
- (c) Agency may not know if property is properly insured/underinsured at time of the call for service. If the affected property is uninsured, the Company will not bill the affected party.
- (a) Any invoice for Contractor's services is to be sent to the owner's insurance company.

(10) Any additional work done as a result of a call for service such as clean-up or restoration is outside of the agreement between Agency and Contractor and is solely between Contractor and affected citizen.

(11) The Contractor shall provide Agency with Company's proof of insurance (workers' compensation, general and automobile liability), and bonding capacity.

- a. Worker's Compensation and Employers Liability Insurance limits of, (\$1,000,000/\$1,000,000/\$1,000,000) sufficient to cover all of the contractors employees pursuant to Utah Law.
- b. Commercial General Liability Insurance with Ogden City as additional Insured, in the minimum amount of \$1,000,000 per occurrence with a \$3,000,000 general aggregate and \$3,000,000 products and completed operations aggregate.

(12) The Contractor must provide Agency with a single-point-of-contact phone number that is working and available 24/7. A paging, email, or text system is not acceptable.

(13) The Contractor will be available 24-hours a day, 7-days a week. The Contractor must call Weber Dispatch within 15 minutes of receiving a call for service.

(14) When requested by Agency to provide the agreed-upon services, the Contractor shall respond to the scene within one (1) hour of being dispatched within Weber County and an hour and a half for the Ogden Upper Valley. A Contractor who does not respond to the scene within the required time may be subject to suspension and/or termination from the Rotation List.

(15) A Contractor that fails to respond, or responds later than the required one hour, or chases calls/shows up without being dispatched, may be subject to suspension and/or termination from the Rotation List Agreement.

(16) The Contractor will maintain complete and accurate records of all calls for service and shall provide the Agency with such records as requested. Failure to maintain such records may result in suspension and/or termination of the Company from the Rotation List.

OGDEN CITY CORPORATION
OGDEN FIRE DEPARTMENT
SEAL AND SECURE SERVICES
AND ROTATION LIST AGREEMENT

(17) The Contractor shall provide Agency with renewal copies of its business license and insurance policies at the time of renewal, or when requested by the committee.

(18) The Contractor agrees to provide Agency with an annual report which includes but is not limited to: number and type of calls for service; summary of charges per call; report of customer complaints and/or billing or cost disputes.

COMPLAINTS:

The Contractor shall cooperate with Agency in any inquiry regarding a complaint or an allegation of a violation of any part of this Agreement. Contractor shall be subject to Agency policy regarding complaints and suspension.

If a Contractor violates any of the above requirements, the following shall occur:

- A. A First Time complaint/violation within the term limits of the agreement will be reviewed by the Ogden Fire Chief or his designee. Substantiated violations will result in a suspension from the rotation list for a period of 30 days for services for all fire departments on this contract.
- B. A Second complaint/violation within the term limits of the agreement will be reviewed by the Ogden City Fire Chief or his designee, Substantiated violations will result in a suspension from the rotation list for 90 days for services for all fire department on this contract.
- C. A Third complaint/violation within the term limits of the agreement will result in a hearing with the Ogden City Fire Chief, the Weber County Fire Chief and the Roy Fire Chief. This Group will determine if permanent removal from the rotation list is warranted. Removal will be applicable for the remainder of the term limits of the agreements. Decision(s) will be documented in writing and sent certified mail to the Contractor.

GENERAL TERMS:

- (1) This Agreement contains the entire agreement between Agency and Contractor and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written. No promise, representation, warranty, or covenant not included in this Agreement has been or is relied upon by the parties.
- (2) The provisions of this Agreement shall be governed by the laws of the State of Utah. The parties will submit to the jurisdiction of the courts of the State of Utah for any dispute arising out of this Agreement or the breach thereof. Venue shall be in Ogden City, in the Second Judicial District Court for Weber County.
- (3) A declaration by any court, or any other binding legal source, that any provision of this Agreement is illegal and void shall not affect the legality and enforceability of any other provision of this Agreement, unless the provisions are mutually dependent.

OGDEN CITY CORPORATION
OGDEN FIRE DEPARTMENT
SEAL AND SECURE SERVICES
AND ROTATION LIST AGREEMENT

- (4) The Contractor agrees to indemnify, save harmless, and release Agency and all its officers, agents, volunteers, and employees from and against any and all loss, damages, injury, liability, suits, and proceedings arising out of the performance of this contract which are caused in whole or in part by the acts or negligence of the Contractor's officers, agents, volunteers, or employees, but not for claims arising from Agency's sole negligence.
- (5) This Agreement may be amended, modified, or supplemented only by written amendment to the Agreement, executed by authorized persons of the parties hereto, and attached to the original signed copy of the Agreement. Automatic renewals will not apply to this Agreement.
- (6) Agency reserves the right to modify applicable policies, including the requirements set forth in this Agreement, without prior notice to Contractor, and will provide copies of any updated policies or provisions to companies on the Rotation List within a reasonable time after such modification.
- (7) Employment Status Verification. The Contractor warrants that it is in and shall remain in compliance during the term of this Agreement with the Status Verification System requirements of Utah Code Ann. § 63G-11-103.

IN WITNESS WHEREOF, I agree to be bound by all of the terms and conditions contained in the foregoing Agreement and acknowledge that by signing below I agree to accept responsibility for ensuring that all employees of the Contractor comply with the provisions of the Agreement.

[SIGNATURES ON FOLLOWING PAGE]

COMPANY

Signature of Company Representative

Notary Public

OGDEN CITY CORPORATION

7 of 7

**RIVERDALE CITY
CITY COUNCIL AGENDA
April 16, 2019**

AGENDA ITEM: G2

SUBJECT: Consideration of Resolution 2019-07, adopting the Memorandum of Understanding between the Utah Division of Forestry, Fire and State Lands and Riverdale for the purpose of procurement and compensation for services outside jurisdiction.

PRESENTER: Jared Sholly, Fire Chief

ACTION REQUESTED: Consideration to approve

INFORMATION:

- [a. Executive Summary](#)
- [b. Resolution 2019-07](#)
- [c. Attachment A – Memorandum of Understanding](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on:
April 16, 2019

Petitioner:
Jared Sholly, Fire Chief

Summary of Proposed Action

Consideration of Resolution 2019-07, Adopting the Memorandum of Understanding between the Utah Division of Forestry, Fire and State Lands and Riverdale for the purpose of procurement and compensation for services outside jurisdiction.

Summary of Supporting Facts & Options

Utah Division of Forestry allows us to go into a Memorandum of Understanding, which allows fire departments to charge for services that are utilized as a resource outside the agency's jurisdiction. The Uintah fire is a great example, where Riverdale Fire Department could have received revenue to participate for services supporting suppression.

See attached MOU for review.

Steve Brooks

Steve Brooks, Attorney

Fiscal Comments - Business Administrator/Budget Officer

Cody Cardon

Cody Cardon,
Business Administrator

Administrative Comments - City Administrator

Rodger Worthen

Rodger Worthen,
City Administrator

Signatures were added electronically. There were no comments regarding this item.



RESOLUTION NO. 2019-07

A RESOLUTION OF RIVERDALE CITY APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN RIVERDALE CITY AND THE UTAH DIVISION OF FORESTRY, FIRE AND STATE LANDS CONCERNING PROCURMENT AND COMPENSATION ON JOBS OUTSIDE RIVERDALE CITY BOUNDARIES.

WHEREAS, Utah Code Ann. §11-13-101 et. sec., permits governmental entities to enter into cooperation or interlocal agreements with each other; and

WHEREAS, Riverdale City (herein "City") recognizes the importance of the combined expertise, training, manpower and equipment that the services offer to each other in fighting fires and helping each other in times of need; and

WHEREAS, Riverdale City wishes to, and recognizes the importance of, participating in any efforts designed to jointly help each other in times of emergency and need; and

WHEREAS, Riverdale City Fire often responds to fires outside the city boundaries, and at times, some of those fires are eligible for compensation from the Utah Division of Forestry; and

WHEREAS, The Utah Division of Forestry does require that reimbursement cities applying for funds are required to have a valid Memorandum of Understanding in place with the Utah Division of Forestry, setting forth the terms and conditions of the reimbursement program; and

WHEREAS, the Riverdale City Council has fully reviewed the attached Memorandum of Understanding between Riverdale City and the Utah Division of Forestry, Fire and State Lands concerning reimbursement of fire-fighting costs in locations outside of the city limits that may then qualify Riverdale City for reimbursement costs and finds it to be in the best interest of Riverdale City to participate in such efforts and agrees to all the terms and conditions contained therein; and

NOW THEREFORE, the Riverdale City Council hereby approves the attached Memorandum of Understanding, identified herewith as Exhibit 1, as written and authorizes the Mayor of Riverdale City to execute this Agreement on behalf of the City.

RESOLVED this ____ day of April, 2019.

Mayor Norm Searle
Riverdale City

Attest:

Jackie Manning
City Recorder



**Utah Wildfire Resource Memorandum of Understanding
Between
Utah Division of Forestry, Fire, and State Lands
And
_____ Riverdale City _____.**

This Utah Wildfire Resource Memorandum of Understanding (UWRMOU) is made by and between _____ Riverdale City _____, hereinafter referred to as the "Department" or "District" as appropriate, and the State of Utah, Department of Natural Resources, Division of Forestry, Fire and State Lands, hereinafter referred to as "Division" as an addendum to the Weber County Cooperative Agreement as an eligible entity as described in 65A-8-203 (1)(a). "Department" or "District" and "Division" shall hereafter be referred to jointly as "the parties".

PURPOSE OF THIS Utah Wildfire Resource Memorandum of Understanding: to provide a mechanism for procurement, use and compensation for services provided by the fire department or district outside its jurisdictional area of responsibility to the State of Utah and its cooperators; pursuant to cooperative agreements, operating plans, closest forces agreements and suppression resource needs in support of fire management activities.

This UWRMOU may also be used for the purposes of procuring personnel and equipment for the purposes of other fire management activities under the direction of the Division such as fuels mitigation and prescribed fire projects both inside and outside of the department or district's jurisdictional area. Any project work done for federal agencies must be done under the conditions of a separate agreement.

This UWRMOU does NOT support or allow for the use of Supplemental Fire Department Resources. (*See, Definitions*)

WITNESSETH:

WHEREAS it is in the best interest of the State of Utah and its cooperators to have wildland fires detected and suppressed quickly before they become large and more difficult to control; and

WHEREAS the Department or District may have the capability to respond and suppress fires under the jurisdiction of the Division and/or its cooperators in a more timely and effective basis than any other assets or resources in the state; and

WHEREAS the Department or District may have the capabilities and resources to assist the Division with fire hazard mitigation projects that mutually benefits both parties;

WHEREAS the Department or District represents that it is a duly constituted fire department, fire district, or non-profit association or political subdivision of the State of Utah authorized to

provide fire protection within the boundaries of the **map attached** hereto and by reference made a part hereof (Appendix A); and

WHEREAS; the Department or District, may also have a limited number of units of firefighting equipment, that can be made available to the Division for fire management work. NOW THEREFORE, the parties to this agreement do hereby agree as follows:

The Division Agrees:

1. To provide personnel and wildland firefighting resources inside the incorporated jurisdictional boundary of the Department or District when deemed available by the Division, and when the Department or District has exhausted its own resources or capabilities and has requested assistance from the Division and / or its cooperators. Payment for the Division's and cooperator resources will be based upon the suppression resources furnished at the actual cost of those resources to the Division as described in 65A-8-203.2. Unless, otherwise provided in a cooperative agreement with the Division as provided in 65A-8-203.
2. To make available organizational training, and technical assistance and other expertise as available to the Department or District.
3. To make available such firefighting equipment as can be obtained and is suitable for the use of the Department or District in fire management work through programs such as Federal Excess Property Program (FEPP) by custodial agreement and the terms set forth in the Cooperative Fire Protection Agreement with the Counties throughout Utah.
4. To produce, update and distribute a handbook or manual that references rates, procedures and other references associated with this UWRMOU.
5. To provide necessary forms as needed by the Department or District in executing its responsibilities under this agreement to the Division.
6. That the Department or District may refuse to furnish fire, EMT's, ambulance, or other personnel and equipment, when requested by the Division if by doing so it would reduce the Department or District resources to a level where it can no longer maintain an adequate level of fire protection or public safety on lands within its jurisdictional boundary or service area.
7. The Department or District may purchase wildland firefighting equipment and supplies through the Division's procurement system.
8. To inspect the Department or District's equipment annually or prior to use for equipment inventory pursuant to NWCG guidelines and standards. Random testing of pumping and drafting capabilities and inspection of the radio programming may also occur during this inspection. This inventory inspection does not replace the safety inspection required for vehicle license and registration by the State of Utah.

The Department Or District Agrees:

1. To provide the Division Area Office with a written report on all known wildland fires in which the Department or District wishes to be reimbursed. The report information is required for payment. **Note:** if a state or federal representative is on-scene, that person may relieve the Department or District of this requirement.
2. The Department or District may be requested to engage in fire management activities outside of the Department or District's jurisdictional boundaries or service area, such as

another district, county, or state, provided that, in doing so, the Department or District's resources would not be reduced to a level where the Department or District can no longer maintain an adequate level of fire protection on lands within its own jurisdictional boundary or service area.

3. To maintain and make available for use at the request of the Division, a work force and equipment subject to the provisions of this agreement, the FD manual and the Cooperative Fire Rate Agreement contained within the Fire Business System application.
4. To accept direction and supervision by the Division or duly authorized representatives or NWCG or equivalent qualified cooperators while engaged in suppression or fuels management activities at the Division's request. Also, to comply with the National Incident Management System (NIMS) Incident Command System (ICS) for protocol on the incident.
5. To maintain the following documentation on-board all vehicles listed on the Cooperative Fire Rate Agreement:
 - A current equipment inventory list
 - Letter of Cooperator verification
 - A copy of the Cooperative Fire Rate Agreement
 - A copy of this UWRMOU
 - Division's Cooperator Manual
 - Vehicle registration, DOT safety inspection (or equivalent) and proof of vehicle insurance
6. Each firefighter engaging in direct fire suppression, structural protection or prescribed fire must have a current "red card" in their possession while working under this UWRMOU. Details are found in the Division's Fire Department Manual and Rate Book.
7. To use the Fire Business System (FBS) for all invoicing for reimbursement for services rendered under this UWRMOU. A profile must be set up in FBS prior to any billing can be submitted. Contact your local area office for any further assistance in setting up your profile.
8. To submit claims for reimbursement to the Division (Area Office) within thirty (30) days after release of its workforce and/or equipment or as soon as possible, in the manner and form prescribed by the Division. **No claims for reimbursement will be accepted after the end of the calendar year.**
9. To maintain wildland fire training qualifications and equipment standards as set forth by the Division. Personnel requested for structure protection on wildland urban interface or similar fires will be qualified to the level required for their structural firefighting position **and** basic wildland firefighter (red card) certifications.
10. The Department or District shall provide the following insurance with a carrier authorized to conduct business with the State of Utah:
 - a. Workers' Compensation - Statutory for State of Utah
 - b. Employers' Liability;
 - i. \$100,000 each accident;
 - ii. \$100,000 each employee disease; and

iii. \$500,000 each policy limit disease

c. Commercial general liability limits of \$1,000,000 per occurrence and general aggregate limit. The policy shall contain a serviceability of interest provision, amount shall include coverage for:

- i. Bodily injury;
- ii. Property damage;
- iii. Prevision liability; and
- iv. Personal injury.

d. Commercial automobile insurance of \$1,000,000 combined single limit for each occurrence for all owned, hired or non-owned vehicles, applicable to claims arising from bodily injury or death or any person or property damage arising out of the ownership, maintenance or use of any vehicle.

e. Annual Certificate of Insurance shall be provided to the Division as evidence that policies providing the required coverage and limits are in full force and effect.

IT IS MUTUALLY AGREED:

1. To the fullest extent permitted by law, the Division, the State of Utah and the Department of Natural Resources and the Department or District mutually agree to defend, indemnify and hold each other and their agents and employees harmless from and against all claims, damages, losses and expenses relating to, arising out of, resulting from, or alleged to have resulted out of any fire management activity conducted pursuant to this agreement, except that each party shall bear liability for its own intentional and negligent acts or omissions and the intentional and negligent acts or omissions of its employees or agents.
2. That claims arising from weight and balance, structural modifications and gross vehicle weight of any vehicle subject to this UWRMOU are the sole responsibility of the Department or District to whom the vehicle belongs or possesses by agreement. The Division and its cooperators shall be held harmless by the Department or District whose vehicles are involved for any liabilities, damage, injury or claims that arise from the use and involvement of said equipment in the fighting of fires or other official use as provided for in this UWRMOU. Any vehicles, including FEPP that the Department or District deems not suitable for the purpose of fire suppression shall be taken out of service immediately and removed from the Cooperative Rate Agreement.
3. To pay and reimburse the Department or District for fire management support services, which include equipment and personnel listed on the Cooperative Rate Agreement. Rates are established by the Division and may be adjusted annually. Payment for fire suppression shall be made only for such activities on land outside the Department or District's established jurisdictional boundaries or mandated service area, when requested by the agency having jurisdiction. Upon mutual agreement between the jurisdiction and the Division, the Department or District may receive reimbursement for services for extended attack within their own service area if qualified under the terms of this agreement. Payment for prescribed fire and fuels work may be made for services both inside and outside of the department or district's area of jurisdiction.
4. The Department or District will also be reimbursed for fires on state or federal wildlands within its geographical boundaries or service area, when the Division requests services.

Although, suppression action may occur under closest forces or mutual aid in order to protect the Department or District's jurisdiction or neighboring jurisdictions during initial attack, reimbursement under this UWRMOU should not be assumed.

5. Resources will be tracked by the local Interagency Fire Center by use of systems such as ROSS or WildCad. Resources covered under this agreement shall comply with ICS/NIMS demobilization procedures and not "self-demobilize" from the assigned incident. The Division's area duty officer must approve dispatches outside of the local Interagency Fire Center dispatch zone.
6. Radio communications equipment standards under this agreement shall be narrow band (12.5 mhz) compliant. Resources being utilized within a "local area" only must have the capability of communicating by radio with the local Interagency Fire Center via the appropriate radio repeaters as well as communicate with field units on pre-programmed tactical and air to ground frequencies. Resources made available for dispatch outside of the local area shall have the ability to program all radios in the field.
7. Staffing of ordered equipment shall follow the standard staffing identified in the Cooperative Rate Agreement. However, if standard staffing cannot be achieved, a deduction will occur on the invoice or the equipment may be released for failure to comply with the terms of the Cooperative Rate Agreement. Staffing that exceeds the standard staffing identified in the Cooperative Rate Agreement or extra personnel must be approved at the time of the dispatch request. Staff that does not meet the NWCG minimum staffing requirements will not be reimbursed.
8. Support and Command vehicles shall only be eligible for compensation if ordered and approved by the Division on a case-by-case basis. Support and Command vehicles must appear on the Department or District's Cooperative Rate Agreement.
9. Payment to the Department or District will be made for services rendered. The Division will not be responsible for distribution of funds to individuals or entities other than the party to this agreement.
10. That the Department or District will be hired and reimbursed as set forth in a Cooperative Rate Agreement attached hereto as Exhibit B, from the Division.
11. Equipment under Cooperative Fire Rate Agreement will not receive reimbursement for loss, damage or destruction of equipment due to ordinary wear and tear or loss. Damage which occurs as the result of driver / operator negligence or poor maintenance will be the responsibility of the department / district.
12. Replacement of expendable supplies such as, but not limited to foam concentrate, MRE's, backfiring fuses etc. may be replaced by the incident by use of a general message form or use of the Fire Incident Replacement form and approved by the line supervisor or a Division representative.
13. Fire Department Personnel, under agreement with the State, are eligible for 2 days of paid Rest and Recovery (R&R) after an assignment of fourteen or more consecutive days outside their area of jurisdictional responsibility. Cost of R&R will be charged to the ordering incident.
14. Amendments: This agreement may be modified only by a written amendment signed by the parties. However, if mutually agreed, the parties may enter into specific supplemental, written agreements, subject to appropriate approvals, to accomplish the goals of this agreement and to carry out its terms and conditions.
15. Hold Harmless: It is mutually agreed that the Agencies to this Agreement shall each be responsible for their own losses arising out of the performance of this Agreement and

each Agency hereby waives any claim against any other Agency for any loss, damage, personal injury, or death in the Agency, or its employees or agents, occurring as a consequence of the performance of this Agreement; provided, this provision shall not relieve any Agency from responsibility for claims of third parties for losses for which the Agency is otherwise legally liable. Third party claims will be processed by the protecting agency.

16. Supplemental Fire Fighters: The Utah Division of Forestry, Fire & State Lands does not sponsor Supplemental Fire Department Resources. There will be no reimbursement for supplemental resources.
17. Cancellation: Either party may terminate this agreement by written notice given to the other party, thirty (30) days in advance of the effective date of such termination.
18. Nondiscrimination: The parties' performances under this agreement shall be without discrimination as to race, color, creed, sex, or national origin.
19. Notices: All notices required by this agreement shall be in writing delivered to the person and address specified below or to such other persons or addresses as either party may designate to the other party by written notice.
20. Signature of this agreement constitutes acceptance of rates as described in the annual publication of the *Fire Department Manual and Rates*.

DEFINITIONS

Closest Forces:	The use of the closest available appropriate qualified firefighting resources, regardless of agency, for initial attack.
Mutual Aid:	Reciprocal emergency response agreement between jurisdictional neighbors in which assistance is rendered. Traditionally this is done at no cost to the receiving agency.
Cooperator(s):	Cooperator under this agreement means agencies, entities or other stakeholders, other than the parties to this agreement, that agree to work or operate in a cooperative manner under written agreement with the Division toward common objectives such as fire suppression.
Department or District:	Refers to the fire department or fire district that is party to this UWRMOU.
NWCG:	The National Wildfire Coordinating Group (NWCG) is made up of the USDA Forest Service; four Department of the Interior agencies: Bureau of Land Management (BLM), National Park Service (NPS), Bureau of Indian Affairs (BIA), and the Fish and Wildlife Service (FWS); and State Forestry agencies through the National Association of State Foresters. The purpose of NWCG is to coordinate programs of the participating wildfire management agencies so as to avoid wasteful duplication and to provide a means of constructively working together. Its goal is to provide a more effective execution of each agency's fire management program. The group provides a formalized system to agree upon

standards of training, equipment, qualifications, and other operational functions.

FEPP: Federal Excess Personal Property (FEPP) program, Federal property, originally purchased for use by a Federal agency, but no longer needed by that entity, is acquired by the USDA Forest Service for loan to one of the 50 States or the Territories for use in the State's rural or wildland fire protection program. As a result, the equipment stays in service to the United States, protecting lives and property across the nation. The Federal Government retains the title. The property must be returned to Federal Government when no longer used within the fire program.

Independent Action: Action taken on lands under the protection responsibilities of another agency/entity without the notification and approval, of that agency or entity.

Fire Management: All activities required to manipulate wildland fire in order to protect values at risk, enhance public safety and meet land management objectives. Activities may include but are not limited to: fire suppression, prescribed fire, prevention and education, hazardous fuel mitigation, training, planning and preparation.

FBS: Fire Business System is a web based billing system that the Division has developed to streamline the invoicing process for services rendered under this UWRMOU.

Supplemental Fire Fighters Supplemental Fire Department Resources: are defined as; Overhead that is tied to a local fire department, generally by agreement, which is mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled training, meetings, etc. of the department staff.

For clarification purposes;
Personnel that are assigned to respond to incidents/wildland fires through a local fire organization, that has a signed UWRMOU with the Division of Forestry, Fire and State Lands. Must be permanent members to the local fire organization and attend all required department trainings, meetings, etc. and is either volunteer staff or paid department staff.

SIGNATURES

Department or District:	Division of Forestry, Fire and State Lands
Address:	Address: 1780 N. Research Parkway Ste 104 North Logan, UT 84341
Phone #:	Phone #: 435-752-8701
Authorized Agent:	Authorized Agent: Blain Hamp, Area Manager
Authorized Signature:	Authorized Signature:
Date:	Date:
Approved as to form, without modifications, by Fredric J. Donaldson, Assistant Attorney General	

Participating Entity Representative: _____

Date: _____

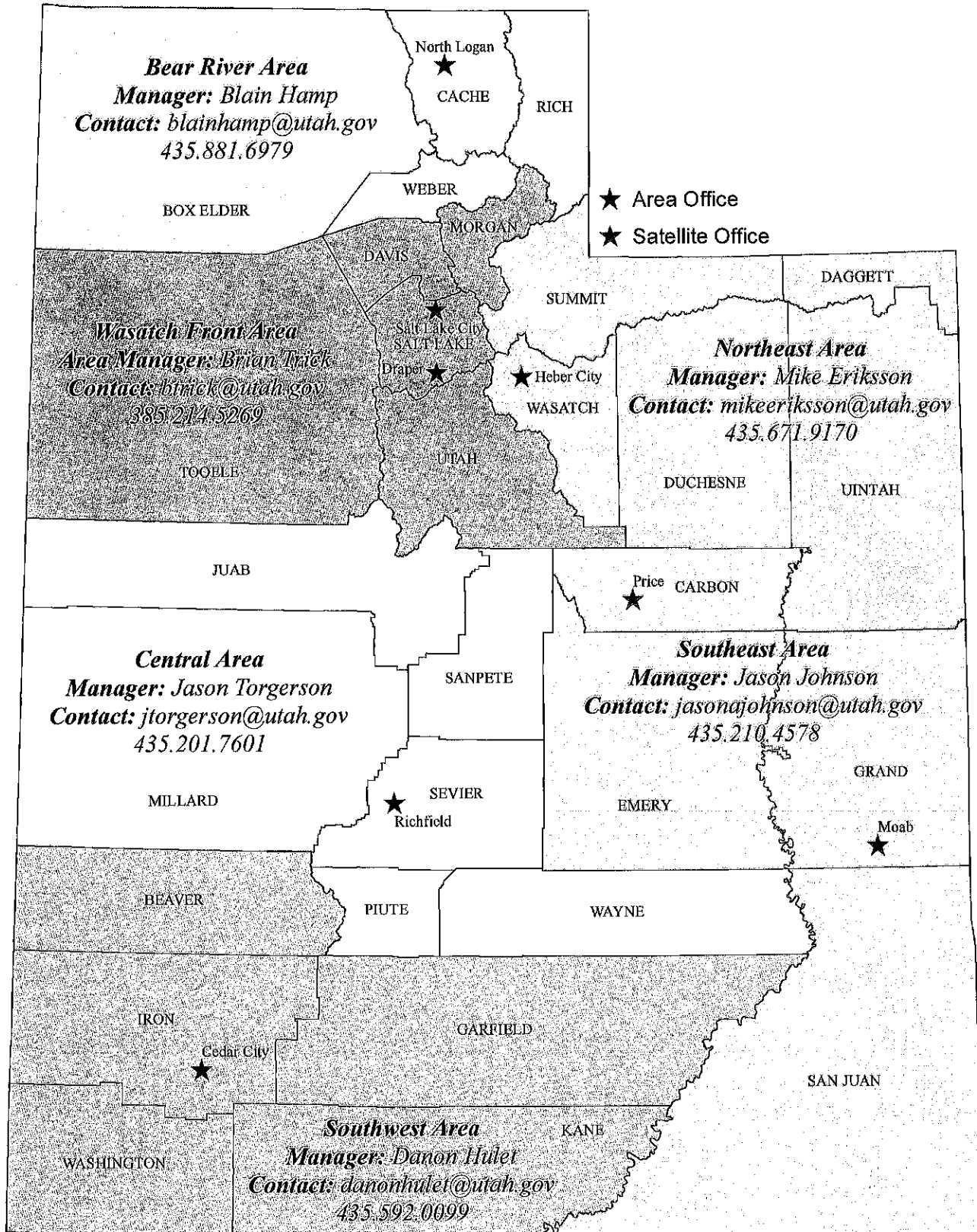
List of Appendixes:

A. Department or District Jurisdictional Boundary Map



Forestry, Fire and State Lands

Area Managers and Contact Information



**RIVERDALE CITY
CITY COUNCIL AGENDA
April 16, 2019**

AGENDA ITEM: G3

SUBJECT: Consideration to approve purchase of additional water.

PRESENTER: Shawn Douglas, Public Works Director &
Rodger Worthen, City Administrator

ACTION REQUESTED: Consideration to approve

INFORMATION: [a. Executive Summary](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on:
April 16, 2019

Petitioner:
Shawn Douglas, Public Works Director

Summary of Proposed Action

Consideration of Purchasing Additional Water for Riverdale City

Summary of Supporting Facts & Options

Moving forward with the idea of using additional water from Weber Basin instead of drilling a new well. It would be beneficial for the city to acquire additional water. I would ask that you approve staff to purchase additional water, if it becomes available. The water would be purchased with money in the current year budget. Next year we will include a line item in the budget for water purchase. We would ask for an amount not to exceed \$150,000.00. I would recommend approval.

Legal Comments - City Attorney

Steve Brooks

Steve Brooks, Attorney

Fiscal Comments - Business Administrator/Budget Officer

Cody Cardon

Cody Cardon,
Business Administrator

Administrative Comments - City Administrator

Details of water purchase can be discussed in the City Council closed meeting session as per UCA 52-4-205 (e). Staff has placed an opportunity for such meeting during the last half of the work session meeting.

Rodger Worthen

Rodger Worthen,
City Administrator