



RIVERDALE CITY COUNCIL AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY – JULY 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.

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. City Administration Report

- a. Department Reports June
- b. June Anniversaries Employee Recognition
- c. Staffing Authorization Plans
- d. Community Development Report
- e. Finance Report
- f. Utility Fund Monthly Report

3. Discussion of Draft Memorandum of Understanding and Cooperation between Riverdale City and Weber School District.

F. Consent Items

1. Consideration to Approve Meeting Minutes:

- June 18, 2019 City Council Work Session
- June 18, 2019 City Council Regular Session

G. Action Items

1. Consideration of Ordinance 911 amending the zoning of property and the city's land use map, to change the land use designation of land located at 863 and 881 West and 4400 South from R-2 to R-1-6;

Presented by: Mike Eggett, Community Development

2. Consideration of Resolution 2019-18 authorizing execution of an agreement with Stauffer's Towing for non-consent vehicle towing services within Riverdale city.

Presenter: Scott Brenkman, Police chief

3. Consideration of Resolution 2019-19. Proposed changes to the Riverdale City consolidated fee schedule.

Presenter: Rodger Worthen, City Administrator

H. Discretionary Items

I. Adjournment

City Offices (801) 394-5541 X 1232 at least 48 hours in advance of the meeting. The Public is invited to attend City Council Meetings.

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Riverdale City limits on this 12th day of July, 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) the Standard-Examiner sent via email.

Shalee Evans
Riverdale City Recorder

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

AGENDA ITEM: E2

SUBJECT: City Administration Report

PRESENTER: Rodger Worthen, City Administrator

INFORMATION:

- a. [Department Reports -June](#)
- b. [Staff Anniversaries – July](#)
- c. [Staffing Authorization Plan](#)
- d. [Community Development Report](#)
- e. [Financial Report](#)
- f. [Utility Fund Monthly Report](#)

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Mayor & City Council Monthly Summary Report June 2019



City Administration:

Rodger Worthen:

- Held weekly update meetings with Community Dev Director and Mayor
- 550 West, West Bench discussions and 700 West CDRA work
- Budget final work for 2019-20 year
- Staff Quarterly Training
- Prepared for City Council meetings
- Held weekly staff meetings
- Loss prevention meeting with Local Government Trust
- Held Recorder position interviews
- HR issues
- Design Review Committee meeting for 300 West and Riverdale Road site
- Finalized surface water agreement and completed two purchases of water
- Staff assistance
- Meeting with Rocky Mountain Power on West Bench RDA estimate
- Utah Sales Tax Reform Town Hall meeting in Brigham City
- Work on 2030 Sustainability plan with Lewis Young Robertson Burningham
- Streamline building permit discussion with staff – minor changes completed
- Meeting with DRH staff on development ideas for 550 West RDA area

City Recorder: In transition

Business Administration:

Cody Cardon:

- Routine phone & computer problem resolution throughout the City.
- Routine management issues and resolution.
- May's accounting.
- Various meetings and trainings attended.
- Meetings with department heads and Rodger on budgeting processes.
- Working on Windows 10 conversion project.
- Fiscal year 2020 finalizing budget.
- Fiscal year 2019 budget amendment.

Stacey Comeau:

New Hires:	Reed Williams Lucas Walton William Maughan	Public Works Public Works Community Services
Promotions:	Robert Lovato	Police
Terminations:	Reuben Renstrom	Court

- Random drug testing for the month
- Attended NUHRA Board Meeting
- Attended NUHRA luncheon
- Continued Caselle Timekeeping module setup
- Worked with URS to complete audit
- Attended Wasatch Compensation Group annual 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

Chris Stone:

- Set up for employee training meeting.
- Provided assistance with creating meeting packets and notices while the city hired a new City Recorder.
- Held a Dutch Auction surplus sale.
- Cleaning and maintenance of the Veterans Memorial.
- 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 July.
- Completed the employee newsletter for July.

Community Services:**Rich Taylor:**

- Attended weekly staff meetings
- Held monthly departmental staff meeting
- Interviewed and hired recreation assistants
- Obtained permit from the health department for Old Glory Days
- Organized, planned, and attended Old Glory Days activities
- Attended Roy Aquatic Center nights
- Attended Softball games
- Attended Quarterly Training
- Supported Trailfest handouts
- We served 1064 meals at the Senior Center.

- We had 260 register for our summer programs including summer fun, track, archery, and intramurals
- We had 9 private reservations in the meeting rooms at the community Center.
- We had 434 people attend gym open play and 40% were residents
- We had 209 people use the exercise room and 74% were residents
- We had 257 people attend pickleball open play and 14% were residents.

Police Department:

Police Chief Scott Brenkman:

Patrol Report June 2019

Retail Theft: This case is in reference to a theft in progress at Walmart. Loss Prevention employee reported a male paid for a Pacman Arcade System, walked outside and put the arcade system in a vehicle that he arrived in, walked back into Walmart with the old receipt, selected another Pacman Arcade System and walked out the Garden Center without paying for the item. The suspect admitted to doing this under Miranda and was booked into the Weber County Jail on Felony 3 Retail Theft due to prior Felony Theft Convictions within the past ten years.

Criminal Mischief: This case is in reference to criminal mischief that occurred prior. The complainant reported that on 06-20-19 @ 0117 hours he caught on a trail camera, three juveniles that egged his home and sprayed silly string on his lawn. The three juveniles were identified. The three juveniles were brought back to the residence and cleaned their mess up. The egg on the stucco of the house has still not come all the way off. At this time complainant is going to try and work with the parents of the juveniles to clean his residence but if that does not work out he will pursue criminal mischief charges.

Disturbance / Warrant Arrest-A male was reported to be causing a disturbance by yelling and acting out at Target. The male was located and found to have an active warrant for his arrest. The male was booked into jail by Officer Torres.

Grass Fire: On 6/22/19 at approximately 0445 hours officers observed a grass fire at 600 W. Riverdale Rd. on the south side of the road. Additional officers were requested to respond and using several fire extinguishers they were able to contain the fire until Riverdale Fire Department arrived and sprayed water on the area. This fire appeared to be a case of arson and was started from the trail walkway.

Theft- Police took a report of a stolen purse that occurred in November 2018 at Noodles and Co. It was reported that someone tried to file for unemployment with the complainant's identification.

Child Neglect- Police took a report at 4250 South 1000 West, where a refused complainant advised a small child had fallen from the second floor out of a window. The parent was located and advised his child had pushed the screen out of the window and fell outside. Officers submitted a report.

Saved a Life- Officers resuscitated a young raccoon that was dying in the parking lot of the police department. The little feller had been lying on the asphalt for at least two hours when officers thought what he believed was the little guy's dying breath. A crime scene was set up to investigate the unattended death. However, after much effort, and life saving measures, the young racoon was resuscitated, trapped in a bucket and set free back into the wild!

Family Fight- Police were dispatched to the recreation center in regards to a disturbance. The complainant was working the front desk and heard a verbal argument on the basketball court. Police arrived and made contact with several individuals who witnessed the altercation. All of them stated a female was sitting on the bleachers watching her boyfriend play basketball. The witnesses said the female appeared to have found something on his phone and she began yelling

and swearing at him. They left the area prior to police arriving. The altercation was reported to be verbal only.

Psychiatric- Officers responded to 4189 S. 300 W. on a disturbance involving a psychiatric problem. Officers found a female inside an apartment who was having a psychiatric issue and causing a disturbance with others in the apartment. She had also been violent towards her two gerbils causing the death of one and injuring another. She was uncooperative with officers and eventually handcuffed and taken into custody. She was charged with several offenses including animal cruelty.

Assault- Officers responded to 4189 S. 300 W. on report of an assault. Officers stopped two individuals leaving the scene who were identified as suspects. During the altercation one of the suspects tried to stop one of the victims from calling the police. The suspect was cited for interfering with a communication device and disorderly conduct.

Counterfeiting- Police were dispatched to Home Depot 999 W. Riverdale Rd. in regards to a suspicious circumstance. The complainant stated he observed several black males with guns in a black BMW with tinted windows. The complainant stated the males exited their vehicle and walked into Home Depot one by one. Police conducted a traffic stop on the vehicle. The individuals were found to have been committing thefts at different Home Depot locations throughout the night using counterfeit 100 dollar bills to purchase merchandise. A probable cause search of the vehicle was conducted and all were found to be in possession of marijuana, paraphernalia, and stolen property. Weber/Morgan strike force assisted and seized the vehicle and personal property. A large amount of counterfeit bills were located in the vehicle. All evidence was collected and booked at Riverdale PD. All individuals were booked into Weber County Jail for Forgery, retail theft, possession of stolen property, possession of marijuana, and possession of drug paraphernalia. This case will remain open and referred to investigations for follow up.

Investigations Report June 2019

Sexual Abuse of a Minor- It was reported a 12 year old boy was sexually abusing his two younger twin sisters age 6. The boy confessed to the abuse and was referred to the juvenile court.

Selling Alcohol to Minor- Detectives worked with an underage undercover male to conduct alcohol compliance checks at the local retail stores. All but one store was found to be in compliance. The employee that sold the alcohol to the underage male was cited and the store was given training material to better train employees.

Retail Theft- Detectives followed up on a retail theft that occurred at Target. Detectives identified the suspect and issued a warrant for his arrest.

Retail Theft- Detectives followed up on a retail theft that occurred at Sportsman's Warehouse. A male stole a knife from the store. Detectives located the suspect and arrested him for F3 due to prior theft convictions.

Retail Theft- Detectives followed up on a retail theft that occurred at Target. 3 juvenile females entered Target and stole clothing items. Detectives located the suspects and interviewed them. They confessed to committing the theft and were referred to juvenile court.

Check Fraud- Detectives followed up on a check forgery that occurred at Check City. Detectives located the suspect and interviewed him. The suspect was charged with F3 forgery.

Retail Theft- Detectives followed up on a retail theft that occurred at Sportsman's Warehouse. The suspect stole a hammock. The suspect was located but denied the allegations. Based upon video surveillance the suspect will be summonsed for F3 retail theft.

Sergeant Engstrom, Detective Bailey and Detective Wright are transferring back to patrol. They did a great job in investigations over the past several years. Sergeant Pippin, Detective Boots and Detective Vazquez will be assigned to investigations effective July 1st.

Fire Department:

Fire Chief Jared Sholly: Not Provided

Public Works Department:

Shawn Douglas:

- Public Works Monthly Report June 2019
- 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 900 W improvement project.
- Started Scada Control Valve Project.

Community Development Department:

Mike Eggett:

Community Development Department:

- Crumbl Cookies – Power to panel, final inspections
- Besst Realty – Final inspections
- Brook Haven Offices – Underground electrical, plumbing, four-way inspections
- Lunchbox Waxing – Ceiling, above ceiling, final inspections
- Roberts Fresh Hair/Wigs – Final inspection
- McDonald's Walmart – Final inspection
- Coleman Farms Homes – Lot 22: Four-way, insulation, lathe, power inspections; Lot 5: Final inspection; Lot 19: Four-way inspection; Lot 20 – Footing, wall, water, sewer

inspections; Lot 24 – Footing, foundation inspections; Lot 17- Footing, foundation, water, sewer inspections; Lot 25 – Footing, foundation inspections; Lot 14 – Four-way, insulation inspections; Lot 23 – Four-way, insulation inspections; Lot 27 – Footing, foundation, sewer lateral inspections

- Home inspections for various projects on residential lots
- Inspections on solar panels and solar power infrastructure
- Inspections of telecommunications facilities and supporting infrastructure
- Inspections of mobile home placements and associated facilities
- Meeting with property owners, contractors, and developers to discuss project plans
- Fire inspections, sprinkler inspections, and associated fire checks for businesses
- Firework vendors and retail store inspections
- Building plan drawings and documents review
- Pick-up of various signs in violation of sign ordinance
- Discussion regarding streamlining building permitting processes
- Discussion regarding long range park planning policies
- Meeting with Lynda Folkman re: Combe Farms drainage
- Meeting with Todd Freeman re: Ritter Drive construction project
- Economic development opportunities update and discussion meetings
- Quarterly employee training attendance by department member
- FEMA floodplain training class attendance by department members
- 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 - Daly, Fire Interlocal, Retention schedules, Anderson, GRAMA, Water rights agreement, Fire Phys. Agreement, Judge replacement, Folkman prop., Special events, Meehan, Fire personnel, Peacock ridge, Pedrazza, Rec. interv., Liens, Rezones, Coleman
- 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 pros. conf.
- RSAC- Drug Court -
- Legal reviews of minutes/resolutions/ordinances
- Records request reviews

COURT MONTHLY REPORT

180 Total traffic cases YTD 1628 (Jan. 1, 2019 to December 31, 2019)

4 DUI	107 Moving violations	0 FTA
0 Reckless/DUI red.	58 Non-moving violations	0 Other
11 License violations	0 Parking	

37 Total Misdemeanor cases YTD 272 (Jan. 1, 2019 to Dec. 31, 2019)

1 Assault	0 Ill. sale Alc.	4 Dom. animal	1 Dom. violence
12 Theft	1 Other liq. viol.	0 Wildlife	9 Other misd./infrac
0 FTA	7 Contr. subst vio	0 Parks/rec.	
3 Public intox	0 Bad checks	0 Planning zon./Fire/Health	

242 Total cases disposed of this month

3547 Total number of cases disposed of for the year (July 1, 2018 to June 30, 2019)

219 Total offenses this month

4131 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=46 Settled/Dismissed=24

11 Cases filed	0 Trials
6 Settled/dismissed	0 Default judgment

CITATIONS BY AGENCY

YTD (July 1, 2018 to June 30, 2019)

Riverdale City	102	2223
UHP	82	1243

REVENUE/MISC.

YTD (June 1, 2018 to May 31, 2019)

Total Revenue collected	\$ 46,756.50	\$ 671,893.34
Revenue Retained	\$ 14,479.06	\$ 334,036.32
Warrant Revenue	\$ 27,590.00	\$ 381,201.00
Issued warrants	52	642
Recalled warrants	71	939

RSAC MONTHLY REPORT

23 participants	107 drug tests given	1 walked away/warrants issued
1 orientations	3 in jail/violations	0 ordered to inpatient
0 new participant	8 positive UA's/tests/dilutes	0 other
3 graduates	0 incentive gifts	
1 terminated/quit	6 spice tests given	

Employee Recognition – July 2019 Anniversaries

Years	Employee	Department
29		Community Development
17		Police
16		Police
5		Fire
5		Fire
5		Fire
5		Fire
4		Business Administration

2		Ryne Schofield	Police
2		Travis Dahle	Public Works
2		Sherri Taylor-Brown	Community Services
2		Heidi Jepps	Community Services
2		JR VanDyke	Fire
1		Maxmilian Higley	Fire
1		Shane Erisoty	Fire
1		Stephanie Fischer	Fire



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 June 30, 2019		
Department	FTE Authorization	FTE Actual
City Administration	2.00	1.00
Legal Services	4.50	4.00
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	13.75
Total	73.00	69.75

Staffing Reconciliation - Authorized to Actual		
Department	FTE Variance	Explanation
City Admin	(1.00)	City Recorder
Legal Services	(0.50)	Judge unfilled
Community Development	0.00	
Community Services	0.00	
Business Administration	0.00	
Public Works	0.00	
Police	0.00	
Fire	(1.75)	PT Firefighters unfilled/FT Firefighter unfilled
Totals	(3.25)	Staffing <u>under</u> authorization

Actual Full Time Employees	54.00
Actual Part Time Employees	52.00
Seasonal Employees	2.00



Riverdale
City

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 June 30, 2019		
Department	FTE Authorization	FTE Actual
City Administration	2.00	1.00
Legal Services	4.50	4.00
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	13.75
Total	73.00	69.75

Staffing Reconciliation - Authorized to Actual		
Department	FTE Variance	Explanation
City Admin	(1.00)	City Recorder
Legal Services	(0.50)	Judge unfilled
Community Development	0.00	
Community Services	0.00	
Business Administration	0.00	
Public Works	0.00	
Police	0.00	

Fire	(1.75)	PT Firefighters unfilled/FT Firefighter unfilled
Totals	(3.25)	Staffing <u>under</u> authorization

Actual Full Time Employees	54.00
Actual Part Time Employees	52.00
Seasonal Employees	2.00

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>
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Mayor

Norman Searle



2013

2018-2021

1.00

1.00

Councilor / Mayor Pro Tem

Braden Mitchell



2015

2016-2019

1.00

1.00

Councilor

Brent Ellis

2013

2018-2021

4.00

1.00

Alan Arnold

2015

2016-2019

1.00

Cody Hansen

2015

2016-2019

1.00

Bart Stevens

2017

2018-2021

1.00



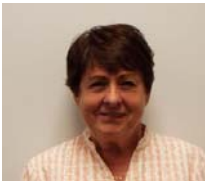
Total

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 Open			1.00	0.00
125	City Administrator Rodger Worthen	3/17/2014	3/17/2014	1.00	1.00
					
Total				2.00	1.00

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 Open			0.50	0.00
1025	City Attorney / Dept Head Steve Brooks	11/1/2004	11/1/2004	1.00	1.00
					
	Total			4.50	4.00

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	
	Laurie Greenhalgh	5/16/2019	5/16/2019		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			1.00	
	Stacey Comeau	1/31/2005	1/31/2005		1.00
					
165/780	Business Administrator			1.00	
	Cody Cardon	1/8/2019	1/8/2019		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>	<u>FTE Authorized</u>	<u>FTE Actual</u>
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
	Jhaniqua Jett	5/1/2019	5/1/2019		0.25
	Tyke Hepner	5/6/2019	5/6/2019		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
	Dillan DeGroot	5/28/2019	5/28/2019		0.25
	William Maughan	6/5/2019	6/5/2019		0.25



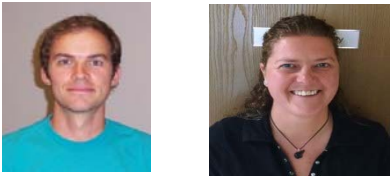
XXX	Group Fitness Instructor			0.50	
	Heidi Jeppsen	7/27/2017	7/27/2017		0.25
	Sherilyn Taylor-Brown	7/27/2017	7/27/2017		0.25



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			0.50	
	Samuel Smith	9/14/2015	9/14/2015		0.25
	Elisa Anger	6/17/2016	8/1/2017		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

2.00

Luigi Panunzio
Jacob Stanger

5/26/2016
6/30/2018

5/26/2016
6/30/2018

1.00
1.00



1760

Pol Officer III

11.00

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

Matthew Phillips

6/16/2016

6/16/2016

1.00

Ryne Schofield

7/16/2016

7/16/2016

1.00

Robert Lovato

6/30/2016

6/30/2016

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

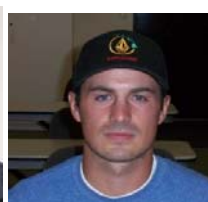
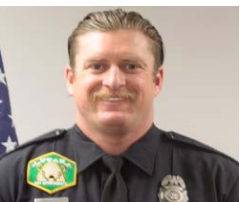
<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	PT Firefighter			5.00	
	Noah Pincombe	6/26/2018	6/26/2018		0.25
	Darin Ryan	8/10/2010	8/10/2010		0.25
	Eddie Graham	10/22/1997	10/22/1997		0.25
	Joshua Wead	7/29/2014	7/29/2014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



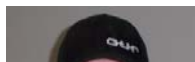
Dave Griggs	8/15/1994	8/15/1994	0.25
Kraig Cutkomp	8/9/2012	8/9/2012	0.25
Jered Hawkes	12/15/2008	15/15/2008	0.25
Michael Hadley	8/29/2007	8/29/2007	0.25



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





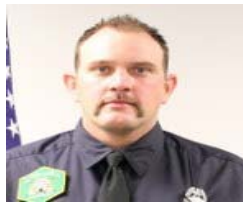
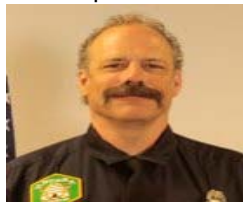
Shane Erisoty	7/19/2018	7/19/2018	0.25
Cameron Cessna	6/27/2019	6/27/2019	0.25
Open			0.00
Open			0.00



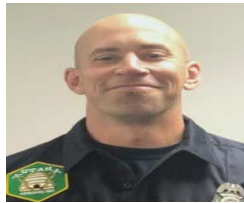
2335	Fire Admin Secretary			0.50
	Krystn Hinojosa	10/18/2004	10/18/2004	0.50



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
	Open			0.00
	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

Jared Sholly

10/21/2015

10/21/2015

1.00

1.00



Rounding

0.00

0.00

Total

15.50

13.75



COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT

July 12, 2019

OPEN FOR BUSINESS



Crumbl Cookies is now open in the Riverdale Town Square at 809 West Riverdale Road



Lunchbox Wax is open in the Riverdale Town Square at 819 W. Riverdale Road .



Besst Realty has opened an office in the former Johnny's Dairy building at 5098 South 1050 West.

ONGOING DEVELOPMENTS



Zao Asian Café is planning to open in the Riverdale Town Square next to Wing Stop.



A new retail development is planned for 4104 S. Riverdale Road. It will have space for several businesses including a Starbucks.



Quick Quack Car Wash will build on the corner of 700 W. Riverdale Road.



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 May 31, 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	\$ 2,963,144	\$ 236,024	\$ 1,515	\$ 759,340	\$ 650,968	\$ 8,900,759	\$ 7,322,507	\$ 1,578,252
						Net of Class C Road Funds:		1,264,997
						Net of Local Option Sales Tax Highway/Transportation Funds:		915,428
Redevelopment Agency, RDA	3,984,215			26,666	13,597	812,656	560,539	252,117
Capital Projects Fund	3,892,830			9,500	50,276	109,179	173,302	(64,123)
Water Fund	2,905,918			86,079	52,821	1,241,230	844,812	396,418
Sewer Fund	1,811,350			106,966	214,093	1,136,395	1,186,554	(50,159)
Storm Water Fund	1,358,504			22,178	18,881	241,007	172,904	68,103
Garbage Fund	373,237			33,912	30,560	370,923	317,070	53,853
Motor Pool Fund	1,696,071			29,479	40,924	393,334	867,002	(473,668)
Information Technology Fund	255,745			10,791	9,841	117,829	146,477	(28,648)
Total	\$ 19,241,012	\$ 236,024	\$ 1,515	\$ 1,084,911	\$ 1,081,961	\$ 13,323,312	\$ 11,591,167	\$ 1,732,145

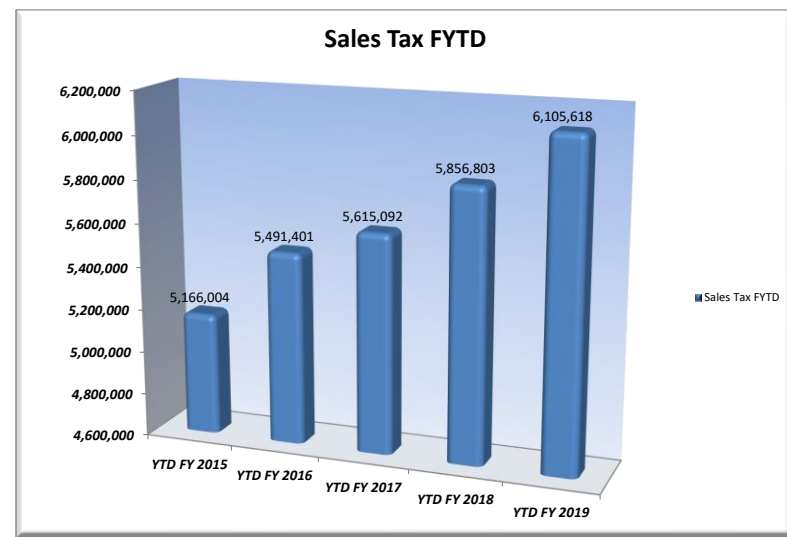
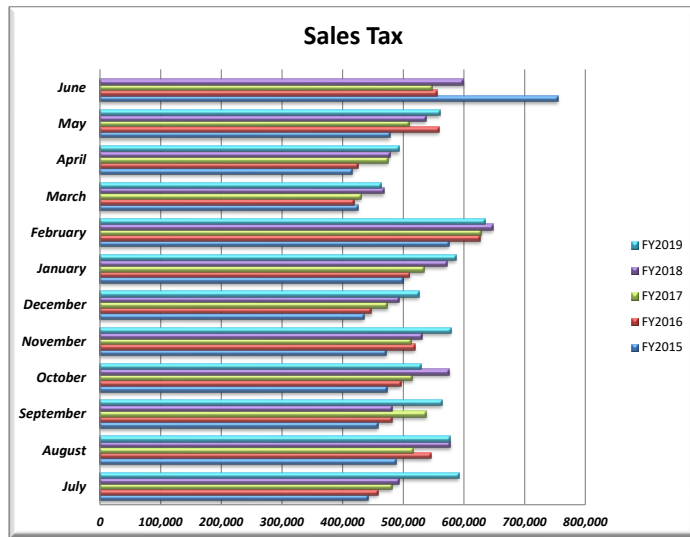
Cody Cardon
 Business Administrator

Notes:

- 1) Savings are held in:
 - a) PTIF (Public Treasurer's Investment Fund), the most recent yield was 2.90%.
- 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.

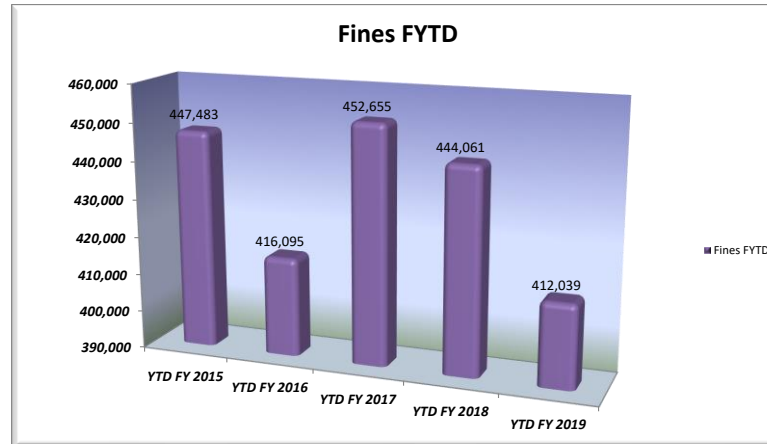
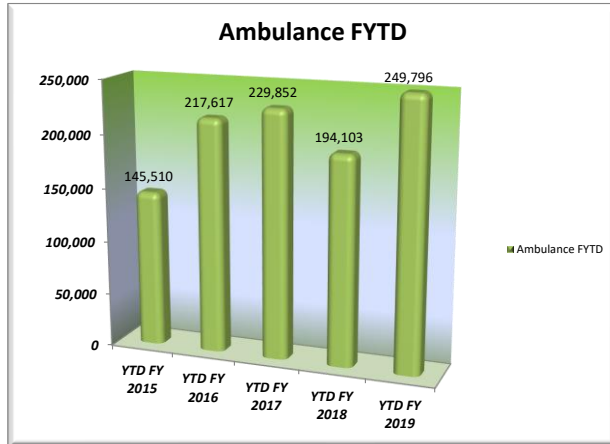
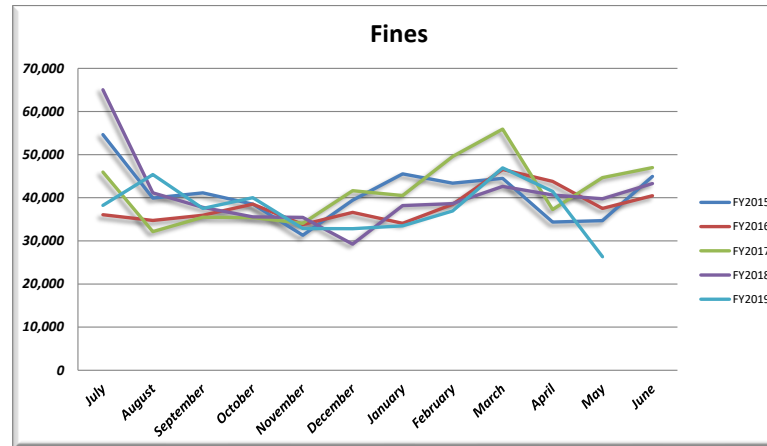
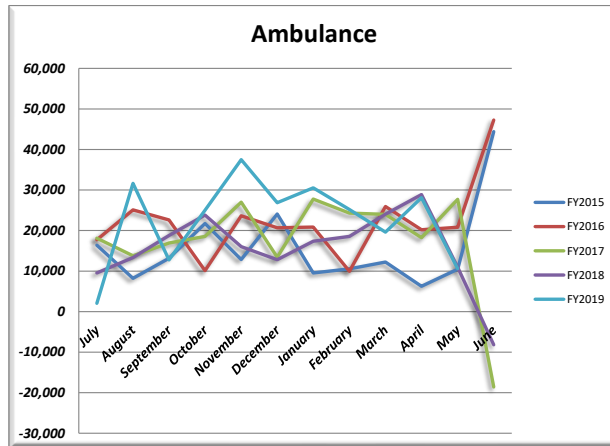
Monthly Financial Report
Riverdale City Redevelopment Agency
Report as of May 31, 2019

	<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	\$ 422,761			\$ 4,028	\$ 3	\$ 59,576	\$ 10,069	\$ 49,507
Riverdale Road RDA Fund	727,282			-	-	-	392,133	(392,133)
1050 West RDA Fund	(1,285)			-	-	-	-	-
550 West RDA Fund	535,867			2,239	6,216	241,542	29,553	211,990
West Bench RDA Fund	(53,993)			-	-	-	-	-
Statutory Housing RDA Fund	317,411			1,348	-	71,273	950	70,323
Housing RDA Fund	621,020			1,747	41	17,823	338	17,485
Senior Facility Fund	1,415,153			17,303	7,337	422,442	127,497	294,945
Total	\$ 3,984,215	\$ -	\$ -	\$ 26,666	\$ 13,597	\$ 812,656	\$ 560,539	\$ 252,117



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	464,253	493,348	560,967		6,105,618

Sales Tax FYTD	YTD FY 2015	YTD FY 2016	YTD FY 2017	YTD FY 2018	YTD FY 2019
	5,166,004	5,491,401	5,615,092	5,856,803	6,105,618



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	18,246	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	19,612	28,094	10,590		249,796

Ambulance FYTD	YTD FY 2015	YTD FY 2016	YTD FY 2017	YTD FY 2018	YTD FY 2019
	145,510	217,617	229,852	194,103	249,796

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	46,934	41,462	26,323		412,039

Fines FYTD	YTD FY 2015	YTD FY 2016	YTD FY 2017	YTD FY 2018	YTD FY 2019
	447,483	416,095	452,655	444,061	412,039

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND REVENUE</u>					
TAX REVENUE	573,714.04	6,801,627.69	7,135,000.00	333,372.31	95.3
LICENSES AND PERMITS	29,378.15	371,770.43	260,000.00	(111,770.43)	143.0
INTERGOVERNMENTAL REVENUE	97,559.72	784,665.78	881,750.00	97,084.22	89.0
CHARGES FOR SERVICES	19,741.37	386,809.64	361,800.00	(25,009.64)	106.9
FINES AND FORFEITURES	26,322.61	412,038.56	470,200.00	58,161.44	87.6
MISCELLANEOUS REVENUE	12,624.57	143,847.05	1,625,500.00	1,481,652.95	8.9
TOTAL FUND REVENUE	759,340.46	8,900,759.15	10,734,250.00	1,833,490.85	82.9
<u>RDA GENERAL FUND REVENUE</u>					
SOURCE 36	3,878.68	43,473.52	27,000.00	(16,473.52)	161.0
RDA REVENUE	149.29	16,102.80	15,000.00	(1,102.80)	107.4
TOTAL FUND REVENUE	4,027.97	59,576.32	42,000.00	(17,576.32)	141.9
<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	2,239.37	241,542.23	225,000.00	(16,542.23)	107.4
MISCELLANEOUS REVENUE	.00	.00	45,000.00	45,000.00	.0
TOTAL FUND REVENUE	2,239.37	241,542.23	270,000.00	28,457.77	89.5
<u>STATUTORY HOUSING FUND REVENUE</u>					
TAX REVENUE	597.17	64,411.29	60,000.00	(4,411.29)	107.4
MISCELLANEOUS REVENUE	751.26	6,861.42	2,850.00	(4,011.42)	240.8
TOTAL FUND REVENUE	1,348.43	71,272.71	62,850.00	(8,422.71)	113.4
<u>HOUSING RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	1,747.48	17,822.90	18,000.00	177.10	99.0
TOTAL FUND REVENUE	1,747.48	17,822.90	18,000.00	177.10	99.0

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR FACILITY RDA FUND REVENUE</u>					
TAX REVENUE	2,387.61	257,623.23	195,000.00	(62,623.23)	132.1
CHARGES FOR SERVICES	11,577.00	133,903.00	145,000.00	11,097.00	92.4
MISCELLANEOUS REVENUE	3,337.95	30,916.00	16,000.00	(14,916.00)	193.2
TOTAL FUND REVENUE	17,302.56	422,442.23	356,000.00	(66,442.23)	118.7
<u>CAPITAL PROJECTS FUND REVENUE</u>					
CAPITAL PROJECTS REVENUE	9,499.96	109,178.93	1,755,000.00	1,645,821.07	6.2
TOTAL FUND REVENUE	9,499.96	109,178.93	1,755,000.00	1,645,821.07	6.2
<u>WATER FUND REVENUE</u>					
WATER - INTEREST REVENUE	6,805.95	66,589.58	29,500.00	(37,089.58)	225.7
WATER REVENUE	79,272.78	1,174,640.54	1,155,000.00	(19,640.54)	101.7
TOTAL FUND REVENUE	86,078.73	1,241,230.12	1,184,500.00	(56,730.12)	104.8
<u>SEWER FUND REVENUE</u>					
SEWER REVENUE	106,966.20	1,136,394.57	1,182,350.00	45,955.43	96.1
TOTAL FUND REVENUE	106,966.20	1,136,394.57	1,182,350.00	45,955.43	96.1
<u>STORM WATER FUND REVENUE</u>					
STORM WATER REVENUE	22,178.05	241,006.67	244,000.00	2,993.33	98.8
TOTAL FUND REVENUE	22,178.05	241,006.67	244,000.00	2,993.33	98.8
<u>GARBAGE FUND REVENUE</u>					
GARBAGE REVENUE	33,911.98	370,922.89	395,800.00	24,877.11	93.7
TOTAL FUND REVENUE	33,911.98	370,922.89	395,800.00	24,877.11	93.7
<u>MOTOR POOL FUND REVENUE</u>					
MOTOR POOL REVENUE	29,479.14	393,333.82	569,139.00	175,805.18	69.1
TOTAL FUND REVENUE	29,479.14	393,333.82	569,139.00	175,805.18	69.1

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
INFORMATION TECH. FUND REVENUE					
IT REVENUE	10,790.76	117,829.42	125,380.00	7,550.58	94.0
TOTAL FUND REVENUE	10,790.76	117,829.42	125,380.00	7,550.58	94.0

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND EXPENDITURES</u>					
MAYOR/COUNCIL	8,027.02	95,939.26	133,807.00	37,867.74	71.7
LEGAL	42,853.96	589,722.14	707,729.00	118,006.86	83.3
CITY ADMINISTRATION	20,080.55	258,209.45	288,272.00	30,062.55	89.6
BUSINESS ADMINISTRATION	54,705.77	545,646.22	630,827.00	85,180.78	86.5
NON DEPARTMENTAL	5,833.00	64,163.00	1,350,851.00	1,286,688.00	4.8
POLICE	233,766.08	2,699,689.30	3,028,244.00	328,554.70	89.2
FIRE	130,117.16	1,488,753.24	1,637,795.00	149,041.76	90.9
COMMUNITY DEVELOPMENT	33,513.40	394,827.73	437,085.00	42,257.27	90.3
STREETS	33,356.91	324,233.08	1,397,714.00	1,073,480.92	23.2
PARKS	36,451.57	329,179.90	530,863.00	201,683.10	62.0
COMMUNITY SERVICES	52,262.76	532,143.79	591,063.00	58,919.21	90.0
TOTAL FUND EXPENDITURES	650,968.18	7,322,507.11	10,734,250.00	3,411,742.89	68.2
<u>RDA GENERAL FUND EXPENDITURES</u>					
RDA EXPENSES	2.61	10,069.23	42,000.00	31,930.77	24.0
TOTAL FUND EXPENDITURES	2.61	10,069.23	42,000.00	31,930.77	24.0
<u>RIVERDALE ROAD RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	392,132.60	470,000.00	77,867.40	83.4
TOTAL FUND EXPENDITURES	.00	392,132.60	470,000.00	77,867.40	83.4
<u>550 WEST RDA FUND EXPENDITURES</u>					
EXPENDITURES	6,216.03	29,552.54	270,000.00	240,447.46	11.0
TOTAL FUND EXPENDITURES	6,216.03	29,552.54	270,000.00	240,447.46	11.0
<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	337.75	18,000.00	17,662.25	1.9
TOTAL FUND EXPENDITURES	40.95	337.75	18,000.00	17,662.25	1.9

RIVERDALE CITY CORP.
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2019

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR FACILITY RDA FUND EXPENDITURES</u>					
EXPENDITURES	7,336.96	127,497.10	356,000.00	228,502.90	35.8
TOTAL FUND EXPENDITURES	7,336.96	127,497.10	356,000.00	228,502.90	35.8
<u>CAPITAL PROJECTS FUND EXPENDITURES</u>					
CAPITAL PROJECTS EXPENDITURES	50,276.17	173,302.08	1,755,000.00	1,581,697.92	9.9
TOTAL FUND EXPENDITURES	50,276.17	173,302.08	1,755,000.00	1,581,697.92	9.9
<u>WATER FUND EXPENDITURES</u>					
WATER EXPENSES	52,821.28	844,812.24	2,584,676.00	1,739,863.76	32.7
TOTAL FUND EXPENDITURES	52,821.28	844,812.24	2,584,676.00	1,739,863.76	32.7
<u>SEWER FUND EXPENDITURES</u>					
SEWER EXPENSES	214,092.85	1,186,553.87	2,710,780.00	1,524,226.13	43.8
TOTAL FUND EXPENDITURES	214,092.85	1,186,553.87	2,710,780.00	1,524,226.13	43.8
<u>STORM WATER FUND EXPENDITURES</u>					
STORM WATER EXPENSES	18,881.13	172,903.53	586,417.00	413,513.47	29.5
TOTAL FUND EXPENDITURES	18,881.13	172,903.53	586,417.00	413,513.47	29.5
<u>GARBAGE FUND EXPENDITURES</u>					
GARBAGE EXPENSES	30,559.63	317,070.31	398,688.00	81,617.69	79.5
TOTAL FUND EXPENDITURES	30,559.63	317,070.31	398,688.00	81,617.69	79.5
<u>MOTOR POOL FUND EXPENDITURES</u>					
MOTOR POOL EXPENSES	40,924.45	867,001.59	1,052,250.00	185,248.41	82.4
TOTAL FUND EXPENDITURES	40,924.45	867,001.59	1,052,250.00	185,248.41	82.4
<u>INFORMATION TECH. FUND EXPENDITURES</u>					
IT EXPENSES	9,841.10	146,477.21	197,000.00	50,522.79	74.4
TOTAL FUND EXPENDITURES	9,841.10	146,477.21	197,000.00	50,522.79	74.4

**RIVERDALE CITY
MONTHLY UTILITY REPORT
FOR MAYOR & CITY COUNCIL
JUNE 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	25,488	\$ 44,994	2,130	12	\$ 21.12
Commercial	30,030	\$ 52,154	249	121	\$ 209.45

Sewer Fund

	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 53,996	2,109	\$ 25.60
Commercial	\$ 43,857	216	\$ 203.04

Storm Water Fund

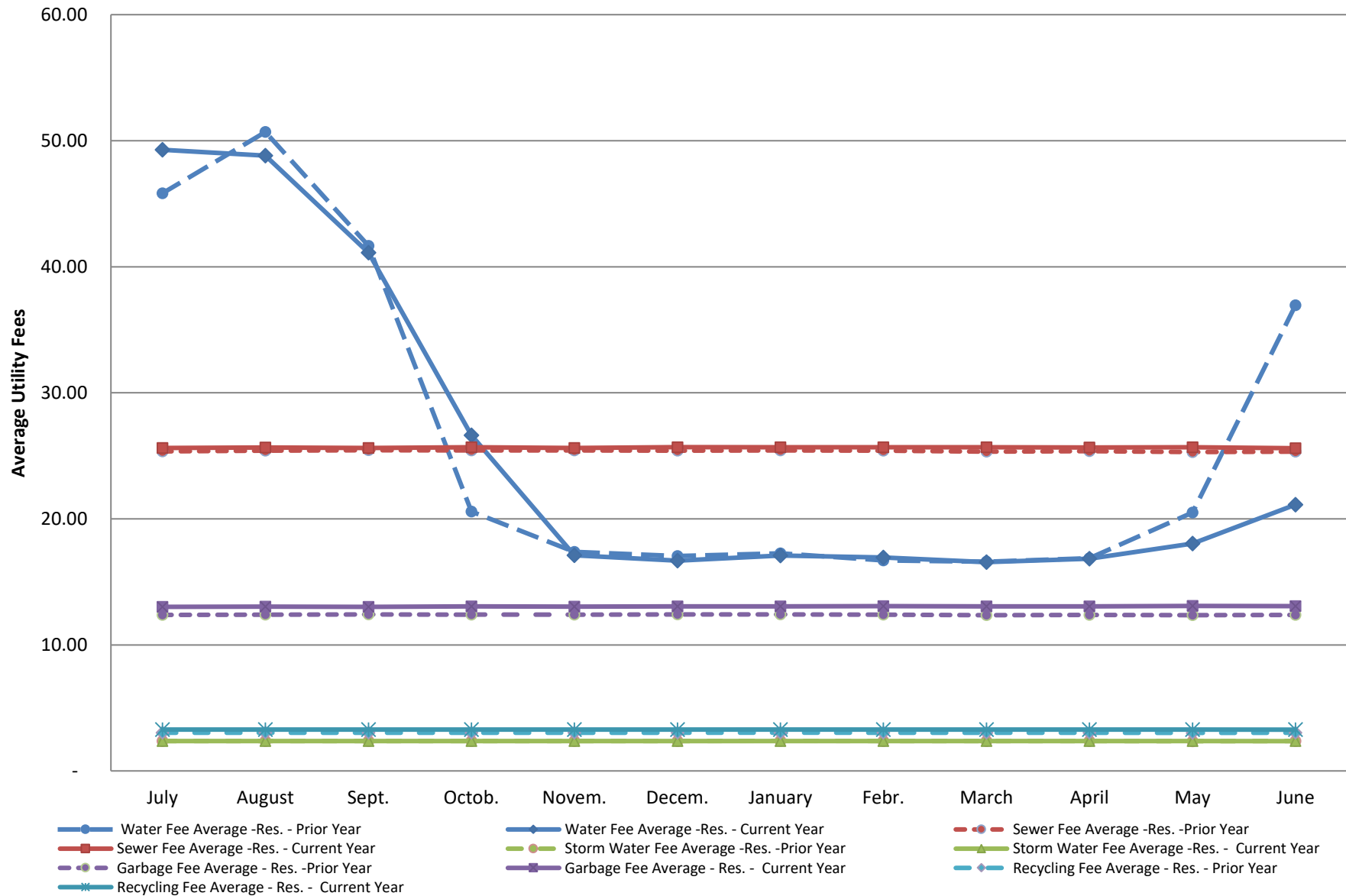
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 5,021	2,127	\$ 2.36
Commercial	\$ 13,972	188	\$ 74.32

Garbage Fund

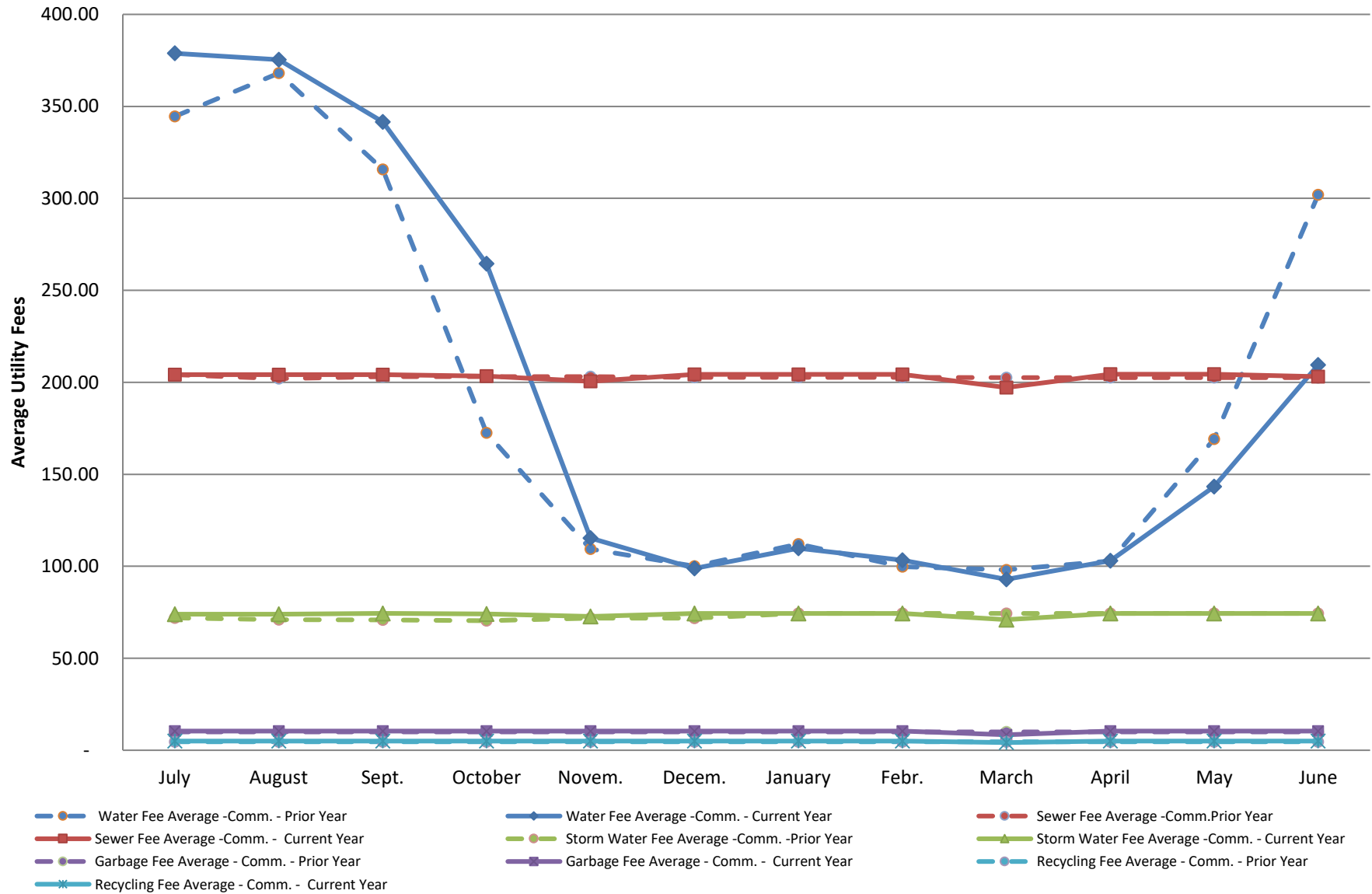
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential - Garbage	\$ 27,249	2,084	\$ 13.08 *
Residential - Recycling	\$ 5,832	1,782	\$ 3.27
Commercial - Garbage	\$ 42	4	\$ 10.42 *
Commercial - Recycling	\$ 25	5	\$ 4.99

* 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



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

AGENDA ITEM: E3

SUBJECT: Discussion of Draft Memorandum of Understanding and Cooperation between Riverdale City and Weber School District.

PRESENTER: Rodger Worthen, City Administrator

INFORMATION: [a. Executive Summary](#)
[b. Draft Memorandum of Understanding and Cooperation](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on:
July 16, 2019

Presenter:
City Administrator – Rodger Worthen

Summary of Proposed Action

Presentation and discussion item:

Council review and discussion of proposed draft Memorandum of Understanding (MOU) with Weber School District for work to coordinate school site location efforts.

Summary of Supporting Facts & Options

The school district has requested our support and assistance in work to find potential school site locations within Riverdale City. The attached draft Memorandum of Understanding (MOU) outlines what the City and the School District will provide in such effort. Working together to find potential locations suitable for school location that will benefit residents, school patrons, and the City.

This preliminary draft of the MOU outline is proposed and attached herein. The City Administrator is requesting direction and feedback from the City Council on this joint work effort.

Steve Brooks, Attorney

Fiscal Comments – Treasurer/Budget Officer

Cody Cardon, Business Administrator

Administrative Comments – City Administrator

Rodger Worthen, City Administrator



MEMORANDUM OF UNDERSTANDING AND COOPERATION

between Riverdale City and Weber School District

This MEMORANDUM OF UNDERSTANDING AND COOPERATION made and hereby entered into on this the _____ day of _____, 2019 between Riverdale City a municipal corporation organized and existing under the laws of the State of Utah (hereinafter "City") and Weber School District a public school district in the state of Utah created by the state legislature under authority granted in Article X of the Utah Constitution, (hereinafter "District").

1. Introduction

Recent discussions with Weber School District officials and Riverdale City officials have promoted the need to express a convergence of will between the parties with a common line of action relative to planning a new site for Riverdale Elementary School. This MOU will be used to guide cooperation of the future siting of Riverdale Elementary school within Riverdale City. The main objective herein is to clarify the roles and responsibilities of each party in this shared situation of interest and find mutually beneficial land use arrangements.

Whereas, the sole purpose of the Memorandum of Understanding is to encourage cooperation between the City and the District in finding a suitable and reasonable location to construct a replacement elementary school in Riverdale; and

Whereas, the City will extend every effort reasonable to assist the District in locating a possible site for construction of a new elementary; and

Whereas, both parties recognize there are limited vacant parcels of land available for the land size requirements acceptable to the district; and

Whereas, the City and District desire to work cooperatively in locating the new school to realize benefits of safety, functionality of building, limiting excessive costs, improve accessibility, and usefulness of district property; and

Whereas, the City and District desire to entertain mutually beneficial land use development for the benefit of residents within the City and District.

Now therefore, in consideration of the foregoing premises the City and the District do hereby agree and stipulate on the following:

A. The City shall:

1. Investigate possible land siting locations both public and private for District use.
2. Cooperate in discussions and planning with the District on joint use of public property to be used as an elementary school site.
3. Consider joint use facilities as a benefit for District uses and Riverdale resident use.
4. Allow public property availability to broaden access for District facilities and for community use.
5. Utilize staff resources in completion of the foregoing.

B. The District shall:

1. Allow joint use of newly constructed facilities to the City.
2. Work cooperatively with City to find mutually beneficial school site/locations
3. Be accountable for any land acquisition costs and/or land real estate closing costs if necessary or applicable.
4. Enter into discussions for financial support of future utility and transportation costs upon the City that are related to the new elementary school.

In Witness Where of, each of the Parties, by resolution duly adopts this Memorandum of Understanding and caused this Agreement to be signed by its respective point of authority.

WEBER SCHOOL DISTRICT

Chair of the School Board

RIVERDALE CITY

Mayor Norm Searle

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

AGENDA ITEM: F1

SUBJECT: Consideration to approve meeting minutes.

PRESENTER: Shalee Evans, City Recorder

INFORMATION: a. [June 18, 2019 City Council Work Session](#)
b. [June 18, 2019 City Council Regular Session](#)

[BACK TO AGENDA](#)

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, June 18, 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
Scott Brenkman, Police Chief
Rich Taylor, Community Services Director
Cody Cardon, Business Services Director
Jared Sholly, Fire Chief

Meeting Visitors: Daniel Phelps Michelle Phelps Eric Malmberg David Leahy

A. Welcome & Roll Call

The City Council meeting began at 6:09 p.m. Mayor Searle called the meeting to order and welcomed all in attendance, including all Councilmembers and all members of the public. Mayor Searle apologized for the delay in the start time of the meeting. He noted the large agenda and the number of items in the Council work session.

B. Pledge of Allegiance

Mayor Searle invited Councilmember Hansen 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 upcoming third annual Weber Pathways Trails Fest is on Saturday. Riverdale City will host a "trail passport stop" as part of the trail fest at the Kayak Park trail head. Mayor Searle described the event passport stop locations and how to visit each stop along the trail during the Trail Fest.

Mayor Searle mentioned David Leahy who is visiting the council meeting was a former City Fire Inspector for Riverdale and noted David's past service in the Air Force and to the community. Mayor Searle mentioned David's ongoing efforts in support of the community, the Veterans Memorial, and other civic responsibilities.

2. City Administration Report

City Administrator Rodger Worthen presented the City Administration report to the City Council. Administrator Worthen discussed the month of May Department reports, focusing on Mr. Chris Stone's work and his service in supporting the City's service objectives. Chris works on many differing projects for Riverdale City and was commended by Mr. Worthen for his dedication.

A Five year service award was presented to Rich Taylor, the City's Community Services Director for his years of service. Mr. Worthen also presented the Community Development report, the City FTE authorization status, and the Finance Report to the City Council.

F. Consent Items

1. **Consideration to approve the Strategic Planning meeting minutes from May 11, 2019, the June 4, 2019 City Council Work Meeting Minutes and the June 4th, 2019 Regular City Council Meeting Minutes.**

Mayor Searle invited any corrections or comments regarding the above referenced meeting minutes. No corrections were identified by the Council.

2. **Consideration to set a public hearing for August 20, 2019 to receive and consider public comments, in accordance with Utah Code 10-5-17 and 10-6-135, regarding the nonreciprocal inter-fund activity transfer of resources utilized by the General Fund and provided by the Water Fund.**

Mayor Searle asked for any comments or changes on the Consent items. There were none, Mayor Searle called for a motion.

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

G. Action Items

1. **Consideration of Ordinance 909 to approve a rezone request for properties located approximately 690 W. 4400 S., Riverdale, Utah; a zoning change from Single-Family and Single-Family with Rental Unit Residential (R-2) to Multiple-Family Residential (R-5); requested by Daniel Phelps.**

Mayor Searle introduced the action item being requested by Mr. Daniel Phelps, the petitioner in this matter. Mr. Phelps, is requesting a rezone of property located at approximately 690 West 4400 South from Single-Family and Single-Family with Rental Unit Residential (R-2) zoning to Multiple-Family Residential (R-5) zoning to allow for possibility of the future development of an independent living residential structure and supporting facilities (see the application documents for further explanation). Neighboring properties to the north and east are already zoned with an R-5 zoning. This request is for approximately 0.36 acres of land located on two properties on the corner of 700 West and 4400 South.

Mr. Worthen excused Mr. Eggett from the discussion as he is out of town for training. Mr. Worthen described the rezone petition from R-2 to R5 as requested by Mr. Phelps. Mr. Worthen described further the need for various types of housing that benefits the residents of the community. Differing housing types benefits a healthy work force and other housing needs for different demographics. Councilmember Ellis questioned Mr. Phelps on the plan for the future development of the property. Mr. Phelps described that he would like to do an Independent Living facility similar to the Riverdale Sr. Center on 900 West that is currently operated by the City's Redevelopment Agency. Mr. Phelps described the need for independent living and handicap living facilities and that there are many people waiting for the type of housing he would be proposing to construct on the property. Councilor Ellis asked how many dwelling units Mr. Phelps is looking to construct. Mr. Phelps indicated that with limited property space and parking area he would be considering 20-30 units. Parking would be the limiting factor for the number of dwelling units.

Councilor Ellis asked Mr. Phelps about the vehicle access and to consider a cross-access ability between the properties. Mr. Phelps described limiting the access onto 4400 south and having an eastern access point. He indicated limiting the access points for safety reasons would be best when the design of the site is considered. Councilor Ellis thanked him for that consideration and is looking forward to seeing the submitted site plan in the future. Mr. Phelps described the connection with staff at Stoney Brooke assisted care living to the new proposed facility that would be constructed on this property.

Councilor Mitchell asked if Mr. Phelps is considering a building taller than two-stories. Mr. Phelps indicated nothing larger than two stories due to ADA requirements and potential elevator use. Councilor Mitchell requested information about the parked cargo trailer on the property. Mr. Phelps indicated the trailer will be removed in the future.

MOTION: Councilmember Arnold moved to approve the Ordinance 909 as stated in the Council packet. Second to the motion offered by Councilor Hansen.

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

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

2. Consideration of Final Site Plan approval of proposed Riverdale Retail/Restaurant Building, property located approximately 4104 Riverdale Road, Riverdale, Utah 84405; requested by the DRH Company and AWA Engineering Group.

Mayor presented this agenda items to the council and asked for a description of the site plan application from City Administrator Worthen. This is the property formerly occupied by the Chevron Gas station at 300 West Riverdale Road. Mr. Worthen indicated the site is proposed for demolition and future construction of retail and restaurant pads. The item was favorably recommended to the City Council by the City Planning Commission on June 11th, 2019. Eric Malmberg from AWA Engineering was presented to the Council for any further questions or discussion. Councilor Ellis questioned the cross-access with John Paras furniture store to the South of the proposed site. Mr. Ellis asked the width of the access; Mr. Malmberg indicated the access is designed for 36-feet wide, enough for two-vehicles. Mr. Ellis also asked about how the grade between the two properties would be designed. Mr. Malmberg described the height of the retaining wall on the proposed new site; the wall will be continued at less than three feet or smaller. The grade break for vehicles will all be on DRH property and constructed to allow vehicle movement. Parking stalls were also discussed with council and if any would be eliminated on the John Paras furniture site. Mr. Malmberg indicated two will be removed from the furniture store but could be shared on the restaurant pad site. No further questions were offered to Mr. Malmberg.

Mayor Searle asked for any other questions, there were none. The Mayor called for a motion.

MOTION: Councilmember Arnold moved to approve the Final Site Plan for the Riverdale Retail/Restaurant Building located at 690 West 4400 South owned by the DRH Company. Councilmember Ellis seconded the motion.

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

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

3. a. Public Hearing: to receive and consider comment(s) regarding proposed amendments to the Riverdale City Code: Human Resources Manual (Referred to in 1-7-1), 1-7-2 Salaries of City Council and Mayor, and 1-7F-6 Salary of the Justice Court Judge.

Mr. Worthen summarized the executive summary which explained:

A public hearing has been set for June 18, 2019 to receive and consider public comment regarding proposed amendments to the Riverdale City Employees Classification/Compensation Plan (referred to in RCC 1-7-1) concerning employee step and grade schedule, 1-7-2 Salaries of City Council and Mayor, and 1-7F-6 Justice Court Judge.

The salaries for the Mayor, City Council, Justice Court Judge, and City staff are outlined in the Ordinance and attachments.

MOTION: Councilmember Mitchell moved to open the public hearing. Councilmember Ellis seconded the motion; all voted in favor of the motion.

There were no comments made during the public hearing.

MOTION: Councilmember Mitchell moved to close the public hearing. Councilmember Arnold seconded the motion; all voted in favor of the motion.

b. Consideration of Ordinance 910, amendments to the Riverdale City Code: Human Resources Manual (Referred to in 1-7-1), 1-7-2 Salaries of City Council and Mayor, and 1-7F-6 Salary of the Justice Court Judge.

MOTION: Councilmember Arnold moved to approve Ordinance 910, amendments to the Riverdale City Code: Human Resources Manual (Referred to in 1-7-1), 1-7-2 Salaries of City Council and Mayor, and 1-7F-6 Salary of the Justice Court Judge Councilmember Mitchell seconded the motion.

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

ROLL CALL VOTE: Councilmembers Ellis, Mitchell, Arnold and Hansen voted in favor of the motion. Councilor Stevens voted to oppose. Motion passed 4-1.

4. a. Public Hearing: to receive and consider comments regarding proposed amendments to the Riverdale City Budget for fiscal year 2018-2019.

Mr. Cardon summarized the executive summary on pages 119 thru 123 in the Council packet which explained:

Mr. Cardon noted several amendments have been identified in different funds and departments. These amendments are summarized accordingly in the council meeting packet. Mayor Searle called for a motion for the public hearing.

MOTION: Councilmember Hansen moved to open the public hearing. Councilmember Ellis seconded the motion; all voted in favor.

There were no comments made during the public hearing.

MOTION: Councilmember Mitchell moved to close the public hearing. Councilmember Arnold seconded the motion; all voted in favor.

b. Consideration of Resolution 2019-13, proposed amendments to the Riverdale City Budget for fiscal year 2018-2019.

There were no additional questions regarding this item.

MOTION: Councilmember Arnold moved to approve Resolution 2019-13, proposed amendments to the Riverdale City Budget for fiscal year 2018-2019. 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 of the motion.

5. Consideration of Resolution 2019-14, adoption of the Certified Tax Rate for fiscal year 2019-2020, as established by Weber County.

Mr. Cardon summarized the executive summary which explained:

The certified tax rate is established by the Weber County Auditor. He asked the Council to consider approving the new rate of 0.000972.

MOTION: Councilmember Hansen moved to approve Resolution 2019-14, adoption of the Certified Tax Rate for fiscal year 2019-2020, as established by Weber County. Councilmember Mitchell seconded the motion.

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

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

6. a. Public Hearing: to receive and consider comment(s) regarding adoption of the Final Riverdale City Budget for fiscal year 2019-2020.

Mr. Cardon summarized the executive summary and noted the changes since the tentative budget and the corresponding strategic planning meeting. The executive summary explained:

The City will hold a public hearing on June 18, 2019 to receive and consider public comment on the budget for fiscal year 2019-2020 as the final budget as amended for all funds. Please see the attached proposed final budget documents including a summary of changes from Strategic Planning held on May 11, 2019 presented as Attachment "A". Mr. Cardon discussed the most recent adjustments to the final budget.

MOTION: Councilmember Ellis moved to open the public hearing. Councilmember Arnold seconded the motion; all voted in favor of the motion.

There were no comments made during the public hearing.

MOTION: Councilmember Mitchell moved to close the public hearing. Councilmember Arnold seconded the motion; all voted in favor of the motion.

b. Consideration of Resolution 2019-15, adoption of the Final Riverdale City Budget for fiscal year 2019-2020.

There was no additional discussion regarding this item.

MOTION: Councilmember Arnold moved to approve Resolution 2019-15, adoption of the Final Riverdale City Budget for fiscal year 2019-2020. Councilmember Hansen seconded the motion.

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

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

7. Consideration of Resolution 2019-16, adopting an Interlocal Fire Service Agreement between Riverdale City and South Ogden City.

Mayor Searle turned the item over to Chief Sholly for input. The Chief had no further updates to offer since the agreement was present during the previous City Council meeting on June 4th for discussion and review. The council members noted the fine work of Chief Sholly and City staff in the formulation of the agreement. Council Hansen and Ellis commended Chief Sholly on the work completed for the agreement. Mayor Searle also noted Chief Sholly's diligence in moving the proposed idea forward. Mayor Searle called for a motion on Resolution 2019-16.

MOTION: Councilmember Hansen moved to approve Resolution 2019-16, adopting the Interlocal Fire Service Agreement between Riverdale and South Ogden. Councilmember Arnold seconded the motion.

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

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

8. Consideration of Resolution 2019-17, adopting an amendment to the Riverdale City Personnel Policies and Procedures Handbook.

Mayor Searle introduced the action item and requested input from City Attorney Stevin Brooks. Mr. Brooks explained the reason for this personnel policy change is part of a new State Code that requires entities to identify in policy what public items or property owned by the City could be used by City Employees. Councilor Ellis asked for the reasons why the State of Utah created the new law. Mr. Brooks indicated the reason it came to be was from activities of other entities and their employees using various public property items brought about complaints from citizens. Mr. Brooks provided example in which another county jurisdiction allowed employees to use ATV's on personal time to keep the vehicles in a state of readiness. This decision by the county (in the example presented) brought complaints from citizens to the state legislative body. The new legislative bill requires political subdivisions of the state to identify what City employees can do with public property.

The personnel policy amendment reads as such:

"City-owned property is public property and is to be used for the benefit of the public. First and foremost, City employees are to use City-owned property to achieve the purposes of the City. Notwithstanding the foregoing, incidental and occasional personal use of city owned property is permitted unless such use is otherwise prohibited by policy/code or the use creates a more than de Minimis cost to the City, at which time the employee shall reimburse the City for the cost of personal use. If City-owned property is damaged during such personal use and must be repaired or replaced, the employee shall pay the cost of repair or replacement."

MOTION: Councilmember Hansen moved to approve Resolution 2019-17, adopting an amendment to the Riverdale City Personnel Policies and Procedures Handbook. Councilmember Ellis seconded the motion.

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

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

H. Discretionary Items

Mayor Searle asked for any discretionary items. Councilor Hansen inquired about the recent Taxing Entity Committee meeting in May. Mr. Worthen described that the discussion of the TEC was to request more time on the "trigger date" of utilizing the tax increment. The members of the committee desired to consult their respective boards for such an extension and the RDA staff is working on this direction. Secondly, the TEC members wanted to receive updates on the Rocky Mountain Power cost estimate of relocation of the power lines. Mr. Worthen checked with Rocky Mountain Power and confirmed with the power company that the previous estimates are in alignment with costs, depending on design of relocation. Overall, the TEC meeting was favorable and City RDA staff will be meeting with school district officials again in the month of July this year.

I. Adjournment.

MOTION: Having no further business to discuss, Councilmember Mitchell moved to adjourn. The motion was seconded by Councilmember Arnold; all voted in favor. The meeting was adjourned at 6:46 p.m.

Norm Searle, Mayor

Rodger S. Worthen, City Administrator

Date Approved: July 16, 2019

Minutes of the Regular Meeting of the Riverdale City RDA (Redevelopment Agency) held Tuesday, June 19, 2018 held after the Regular City Council Meeting, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:

Board Members:	Norm Searle, RDA Chairman Braden Mitchell Brent Ellis Alan Arnold Cody Hansen Bart Stevens
City Employees:	Rodger Worthen, RDA Executive Director Steve Brooks, City Attorney Cody Cardon, Business Administrator
Visitors:	Shalee Evans

A. Welcome & Roll Call

There was a break in between the RDA meeting and the City Council meeting. The RDA Board meeting began at - 6:51p.m. Chairman Searle called the meeting to order and welcomed all in attendance and stated for the record that all board members were present.

B. Public Comment

There were no public comments.

C. Consent Items

1. Consideration to approve meeting minutes from the April 16, 2019 and June 4, 2019 RDA Meetings.

Chairman Searle invited discussion regarding the April 16, 2019 and June 4, 2019 RDA Board Meeting Minutes, to which there were no requested changes.

MOTION: Mr. Hansen moved to approve the consent items as proposed. Mr. Mitchell seconded the motion. There was no discussion regarding this motion and all voted in favor.

D. Action items

1. a. Public Hearing: to receive and consider comment(s) regarding the adoption of the Final RDA Budget for fiscal year 2019-2020.

Rodger Worthen, the Executive Director for the RDA, summarized the executive summary which explained the Board is presented the RDA budget for 2019-2020.

A public hearing was scheduled for June 18, 2019 to receive and consider comments regarding the approval of Resolution R2019-02 to adopt and formally establish the final budget for the Redevelopment Agency for fiscal year 2019-2020.

MOTION: Mr. Mitchell moved to open the public hearing. Mr. Ellis seconded the motion; all voted in favor.

There were no comments made during the public hearing.

MOTION: Mr. Mitchell moved to close the public hearing. Mr. Stevens seconded the motion; all voted in favor.

b. Consideration of Resolution R2019-02, adoption of the final RDA Budget for fiscal year 2019-2020

MOTION: Mr. Arnold moved to approve Resolution R2019-02, adoption of the final RDA budget for fiscal year 2019-2020. Mr. Ellis seconded the motion. All voted in favor.

There were no discussion regarding this motion.

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

E. Discretionary Items

Board Member Stevens asked information about the contractor selection with regards to the RDA annual report work and how the vendor is selected to perform this work. Director Worthen indicated it is a contracted item for professional services relative to assemble the annual report. He stated that the required work within the report and the RDA activities are well known by the selected vendor and thus is less costly and easier to compile. Historically, the RDA has used Lewis Young Robertson Burningham Firm to complete this report and their selection is due to their experience and "in-house" knowledge of the City RDA's. Board Member Stevens acknowledged the response and understood the reasons for the current action by the RDA relative to this report.

F. Adjournment

MOTION: Having no further business to discuss, Mr. Ellis made a motion to adjourn. The motion was seconded by Mr. Arnold; all voted in favor. The meeting was adjourned at 7:05PM.

Norm Searle, Chairman

Rodger Worthen – Acting City Recorder

Date Approved: July 16, 2019

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

AGENDA ITEM: G1

SUBJECT: Consideration of Ordinance 911 amending the zoning of property and the city's land use map, to change the land use designation of land located at 863 and 881 West and 4100 South from R-2 to R-1-6;

PRESENTER: Mike Eggett, Community Development Director

ACTION REQUESTED: Approval of Ordinance 911.

INFORMATION:

- a. Executive Summary
- b. Ordinance 911
- c. Rezone Area
- d. Application
- e. Public Hearing Checklist
- f. Public Entities List
- g. Notice to Eva J. Panunzio trust
- h. Certification of Sign Placement
- i. Sign Placement
- j. Public Hearing Notice
- k. Summary of Planning Commission meeting

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on: 07-16-2019

Petitioner: Eva Panunzio/Lorri Thurgood

Summary of Proposed Action

Eva Panunzio (as represented by Lorri Thurgood), the petitioner in this matter, is requesting a rezone of property located at approximately 863 West and 881 West 4400 South from Single-Family and Single-Family with Rental Unit Residential (R-2) zoning to Single-Family Residential (R-1-6) zoning to allow for possibility of the future development of a single family residential subdivision with a potential PRUD overlay future conditional use request(see the application documents for further explanation). Neighboring properties to the north, east, and a majority to the west of the site are currently zoned with an R-2 zoning. Properties to the southwest and south are currently zoned with a C-3 zoning designation. This request is for approximately 3.56 acres of land located on two properties between 4400 South and 4450 South that would be affected by the proposed rezone request (see the attached zoning map document for more information). On July 9, 2019, this matter came before the Planning Commission for discussion and a recommendation consideration for City Council; at the conclusion of the discussion, the Planning Commission sent a favorable recommendation to City Council for approval of the proposed rezone request as submitted to the City. As required by State Code and to allow for public commentary, a public hearing was noticed and provided to receive and consider public comment on the proposed amendment to the zoning map. No public comment was provided at the meeting and there was only two brief inquiries from residents in the area wanting to know more about the request and, in the end, both seemed supportive of the single-family zoning request. Following the discussion and review of the request, the City Council may make a motion to approve this rezone request, approve with additional conditions, table the request, or not approve the rezone request, based upon sufficient findings of fact to support the Council's decision.

Title 10 Ordinance Guidelines (Code Reference)

This rezone request is regulated under City Code 10-5 "Rezone Requests" and is affected by City Codes 10-9C "Single-Family and Single-Family with Rental Unit Residential (R-2) zone" and 10-9B "Single-Family Residential (R-1-6) zone".

The petitioner's property is currently listed in the County Records under the ownership of Eva J. Panunzio Trust. This property is currently being utilized as a residential single-family home lot and a residential single-family rental home lot with agricultural uses in the south of the lot.

The appropriate application and supporting documentation have been submitted and provided to the Planning Commission for review (please see attached applicant response documentation and maps for more).

For more information relative to the zoning codes affecting this request and permitted and conditional uses for these zones, please reference the respective sections of City Code, as noted above.

Public hearing notifications required by State and City Codes have been completed in conformance with the standards established by these Codes and as reflected in the attached documentation.

Staff would encourage the City Council to review this matter and discuss with the petitioners any concerns that may arise in this matter. Staff would then recommend that the City Council make a motion to approve this rezone request, approve with additional conditions, table the request, or not approve the rezone request, based upon sufficient findings of fact to support the Council's decision.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as "Residential - Low Density" and "Mixed Use - Transitional". The proposed rezone request and project concept would support these general plan future land use designations.

Legal Comments - City Attorney

Steve Brooks, Attorney

Administrative Comments - City Administrator

Rodger Worthen, City
Administrator



ORDINANCE NO. 911

AN ORDINANCE AMENDING THE ZONING OF PROPERTY AND THE CITY'S LAND USE MAP, TO CHANGE THE LAND USE DESIGNATION OF LAND LOCATED AT 863 AND 881 WEST AND 4100 SOUTH FROM R-2 TO R-1-6; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, Eva Panunzio (Petitioner), as represented by Lorri Thurgood, has requested that approximately 3.56 acres of land, with a current zoning designation of R-2 (Single Family - Single Family with Rental Unit Residential), located at approximately at 863 and 881 West and 4100 South in Riverdale City, Weber County; be rezoned to a land use designation of R-1-6 (Single Family Residential), for the subject property; and

WHEREAS, the City Council of the Riverdale City, pursuant to the Municipal Land Use Development and Management Act, and in accordance with all of its terms and provisions, has prepared and adopted a Comprehensive Plan that outlines future and projected growth and development goals, desires and intentions and provides for the planning and mapping of said matters; and

WHEREAS, the Riverdale City Planning Commission held a duly advertised public hearing on July 9, 2019, to receive comments on the proposed amendment and has considered all comments received as required by state law and local ordinance and approved a recommended motion to grant the requested rezone and amendment to the land use map; and

WHEREAS, the Planning Commission has recommended that the Council designate an R-1-6 (Single Family Residential), zoning modification for the affected property. The petition has now been passed on to the City Council to adopt the recommendation of the Planning Commission and allow the rezone and plan amendment; and

WHEREAS, the Riverdale City Council has conducted a duly advertised public meeting on the proposed amendment and finds that the proposed ordinance is in the best interest of the citizens of the City of Riverdale.; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF RIVERDALE, UTAH, AS FOLLOWS:

Section 1.

After reviewing the material presented to the Planning Commission in the public hearing, and all subsequent information and evidence presented in addition thereto, the Riverdale City Council finds that it IS in the best interest of Riverdale City and does meet the goals or policies of the City's land use development plan and does not raise significant issues or concerns about the impact on the City's resources and services. The Council hereby approves the rezone request made by the land owner to amend approximately 3.56 acres of land, with a current zoning designation of R-2 (Single

Family - Single Family with Rental Unit Residential), located at approximately at 863 and 881 West and 4100 South in Riverdale City, Weber County; be rezoned to a land use designation of R-1-6 (Single family Residential).

Section 2.

That the Land Use Map designation is hereby amended from a R-2 to a land use designation of R-1-6 for the property legally described and outlined in the attached Exhibit(s) (attached hereto as Attachment A and incorporated by reference), and that the Maps shall be hereby amended as outlined and be hereby incorporated and adopted into the City's General Plan and said updates shall replace currently existing portions in conflict therewith and, along with any and all unchanged portions of the currently existing Plan, shall be known as the Riverdale City General Plan and be on file in the Riverdale City Recorder's Office and readily available for public inspection.

Section 3.

That the Community Development Department is further authorized to make the necessary map change to reflect the change authorized by this Ordinance. The Community Development Department shall take all necessary steps to insure that the intent of this Ordinance is duly recognized and recorded. The City Attorney is authorized to prepare further written findings on the matter, consistent with this finding, should they be needed.

Section 4. Repeal of Conflicting Ordinances.

All Ordinances or parts thereof or parts of the Code conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Section 5. Severability.

If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the intent to pass the Ordinance without such unconstitutional or invalid part therein, and the remainder of this Ordinance shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

Section 6.

The effective date of this amendment shall be effective immediately.

PASSED, ADOPTED AND ORDERED POSTED this _____ day of July, 2019.

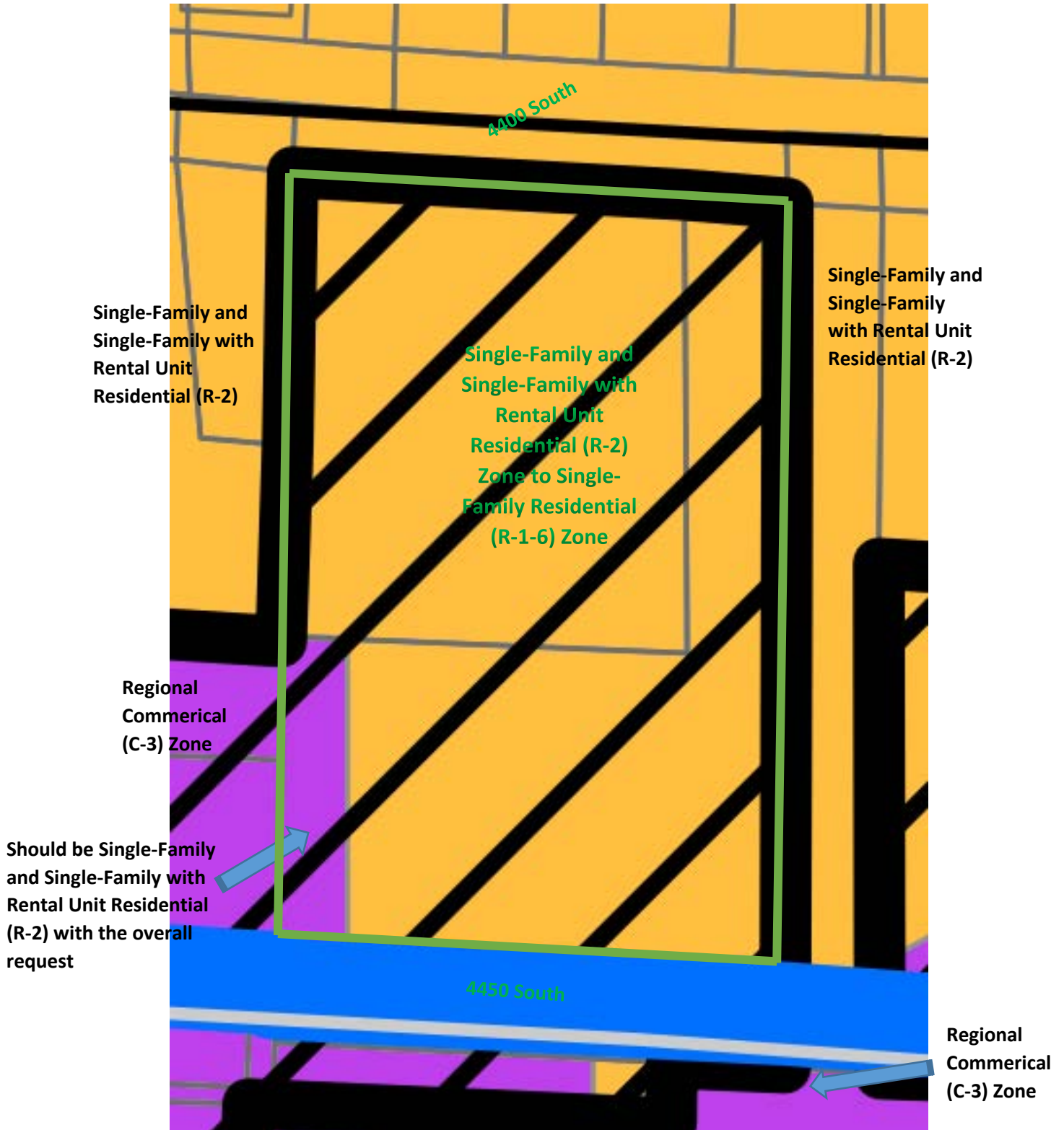
Norm Searle, Mayor

Attest:

Shalee Evans, City Recorder

June 25th, 2019

Eva J Panunzio/Lorri Thurgood – rezone request for properties at approximately 881 West and 863 West 4400 South from Single-Family and Single-Family with Rental Unit Residential (R-2) Zone to Single-Family Residential (R-1-6) Zone. Area bound in green requested to be rezoned as noted.





Riverdale City

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

RIVERDALE CITY REZONE REQUEST APPLICATION

DATE SUBMITTED	<u>June 10, 2019</u>	FEE SCHEDULE: \$250
APPLICANT NAME	<u>Eva Panunzio</u>	PHONE NUMBER: <u>On File</u>
APPLICANT ADDRESS	<u>On File</u>	
ADDRESS OF SITE	<u>881 West 4400 South - Riverdale, Utah 84405</u>	
PROPERTY OWNER	<u>Eva Panunzio</u>	
PRESENT ZONING	<u>R-2</u>	
PRESENT USE:	<u>Residential & Agricultural</u>	
PROPOSED ZONING	<u>Residential</u>	
PROPOSED USE:	<u>~~R-1-6.5~~ ~~OF~~ R-1-6</u>	
PROPERTY ACREAGE:	<u>3.56</u>	

Answer the following questions with specifics on a separate sheet. This information will be forwarded to the Planning Commission members for review.

- A. Why should the present zoning be changed?
- B. How is the proposed change in harmony with the City General Plan for this area?
- C. If the proposed change is not in harmony, what conditions and circumstances have taken place in the general area since the General Plan was adopted to warrant such a change?
- D. How is the change in the public interest as well as the applicant's desire?

Eva Panunzio
Signature of Applicant

Eva Panunzio
Signature of Property Owner

I authorize Lorri Thurgood 801 866-3238 to act as my representative in all matters relating to this application.



APPLICATION REQUIREMENTS AND PROCEDURE FOR REZONE REQUEST

1. The applicant shall submit to the City Recorder the following:
 - a. Completed REZONE REQUEST APPLICATION formally requesting a rezone and stating the reasons for the request.
 - b. PROPERTY PLAT MAP of the area of the requested rezone. Plats are available at the Weber County Recorder's Office.
 - c. LEGAL DESCRIPTION of the subject property.
 - d. REZONE REQUEST FEE of \$250 as established by resolution of the Riverdale City Council.

2. The Planning Commission, following the public hearing, will consider action to approve or deny the rezone request. The Planning Commission may take up to thirty (30) days following the public hearing to act on the rezone request. The decision of the Planning Commission will be forwarded to the City Council with the Planning Commission recommendation. The City Council will then make the final decision. If the request is approved, an ordinance will be signed and filed. The application / property owner may obtain a copy of the ordinance if desired.

3. If approved, the rezone will become effective upon posting of the ordinance.

Planning Commission scheduled public hearing:

Date: _____

Decision: _____

City Council consideration of application:

Date: _____

Decision: _____

Rezone Request For Panunzio Property
881 West 4400 South – Riverdale

We are requesting a re-zone for the property located at 881 West 4400 South from
R-2 to R1-6 with a PUD Overlay.

Because of the shape of the property the lots will be quite deep and so we are requesting that the lots be 60 ft. with 5' sidelines on each side. The lots range from 7779 sf to 13204 sf.

The area between 4450 South and 4400 South could be considered a transitional area; moving from commercial to lower density – we are requesting medium density for the zoning we are proposing.

It is our earnest opinion that smaller lots do not in any way compromise the property or the proposed project. In fact, since it is a PUD there will be weekly landscape maintenance, the City can be assured that it will consistently be clean and appealing in it's appearance.

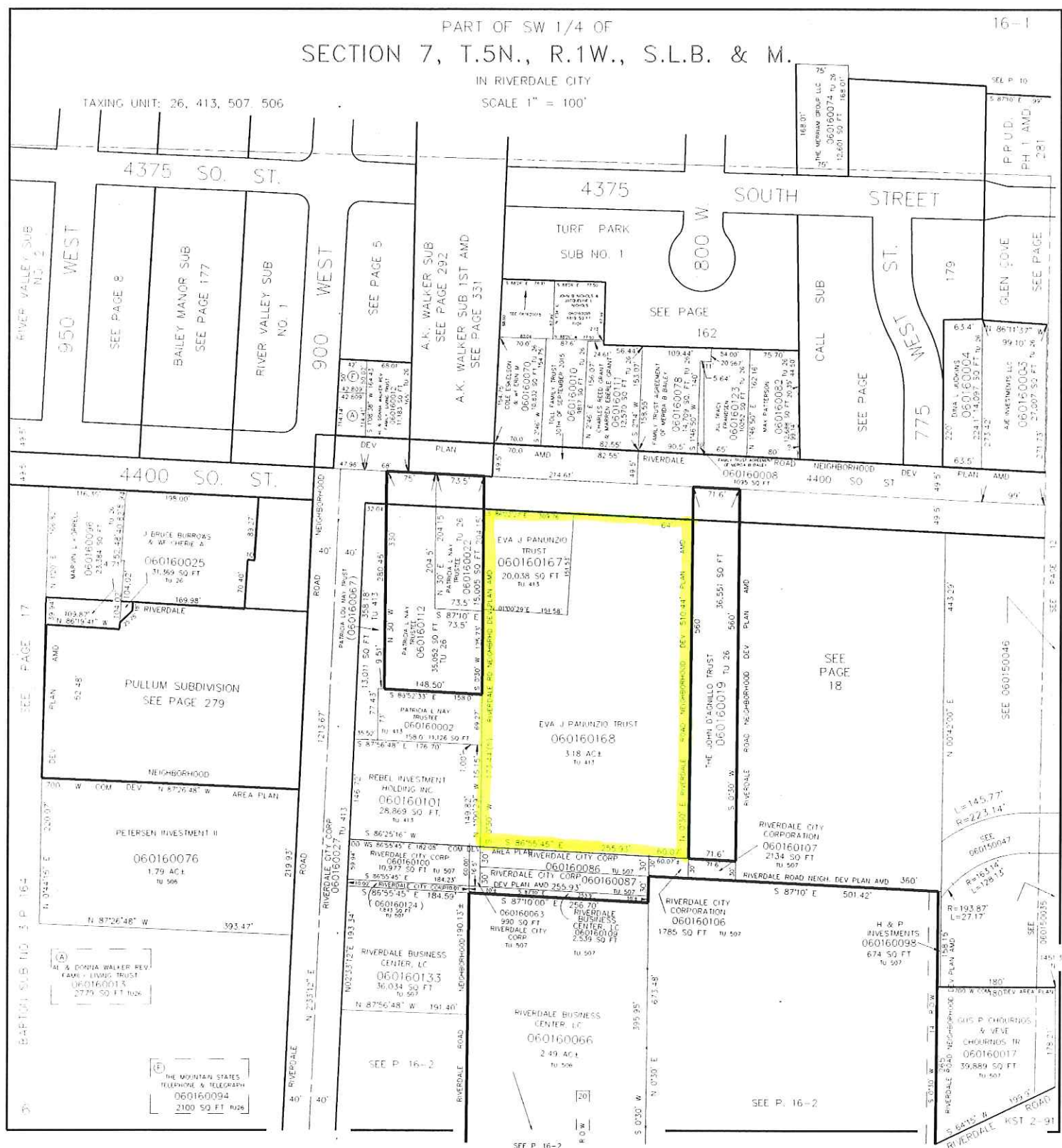
The architectural design consists of a 4 ft brick wainscot with stucco, stone and hardi similar to the exteriors of the patio homes in Mitchell Farms.

The project will meet or exceed the Open Space requirement with one lot being the detention pond and the yards of the homes of which the front yards will be landscaped at closing. There will also be a landscaped entrance that will greatly enhance the project similar to Mitchell Farms to the east of the Panunzio property.

16-1

SCALE 1" = 100'

TAXING UNIT: 26, 413, 507, 506



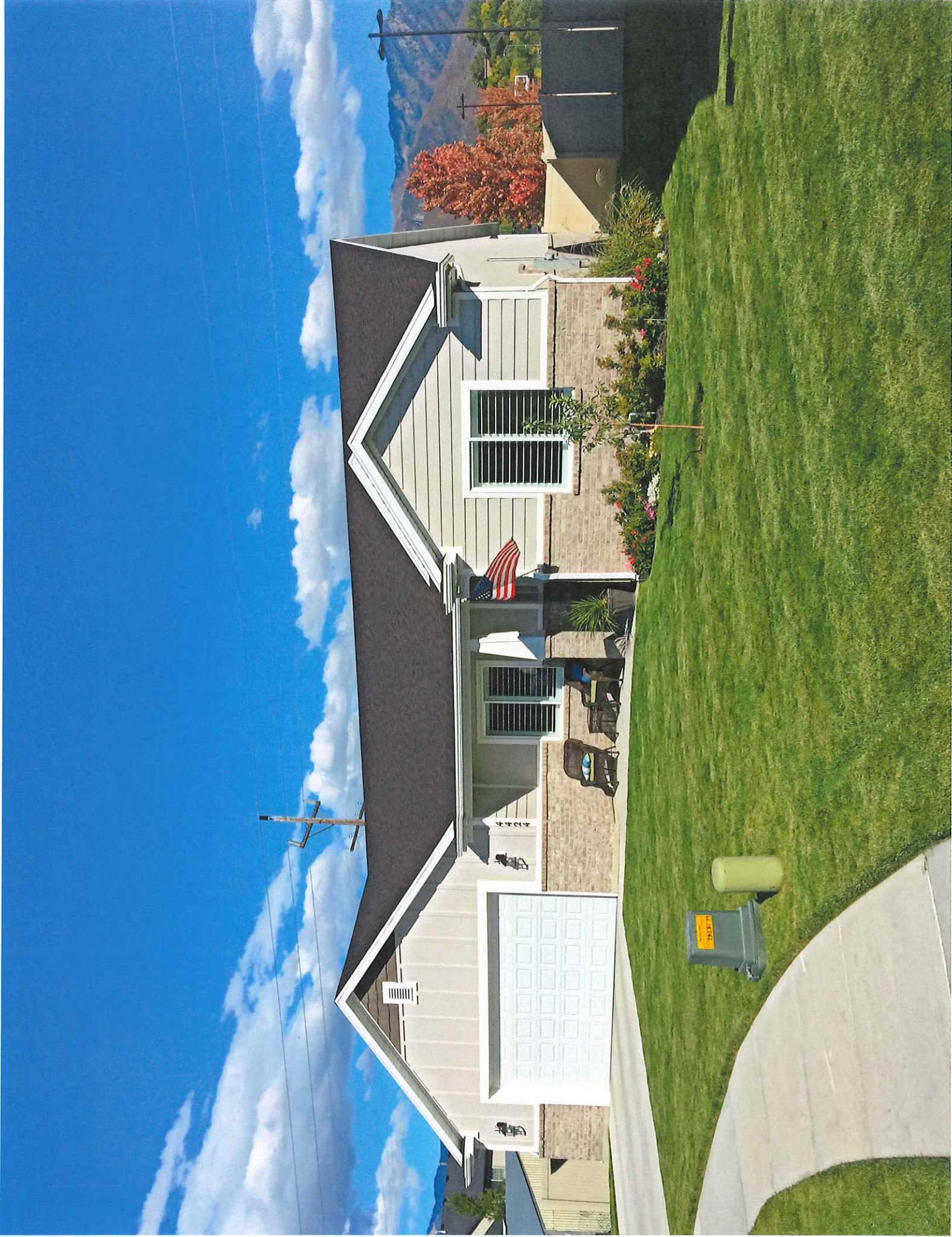
Panunzio Property – Legal Descriptions

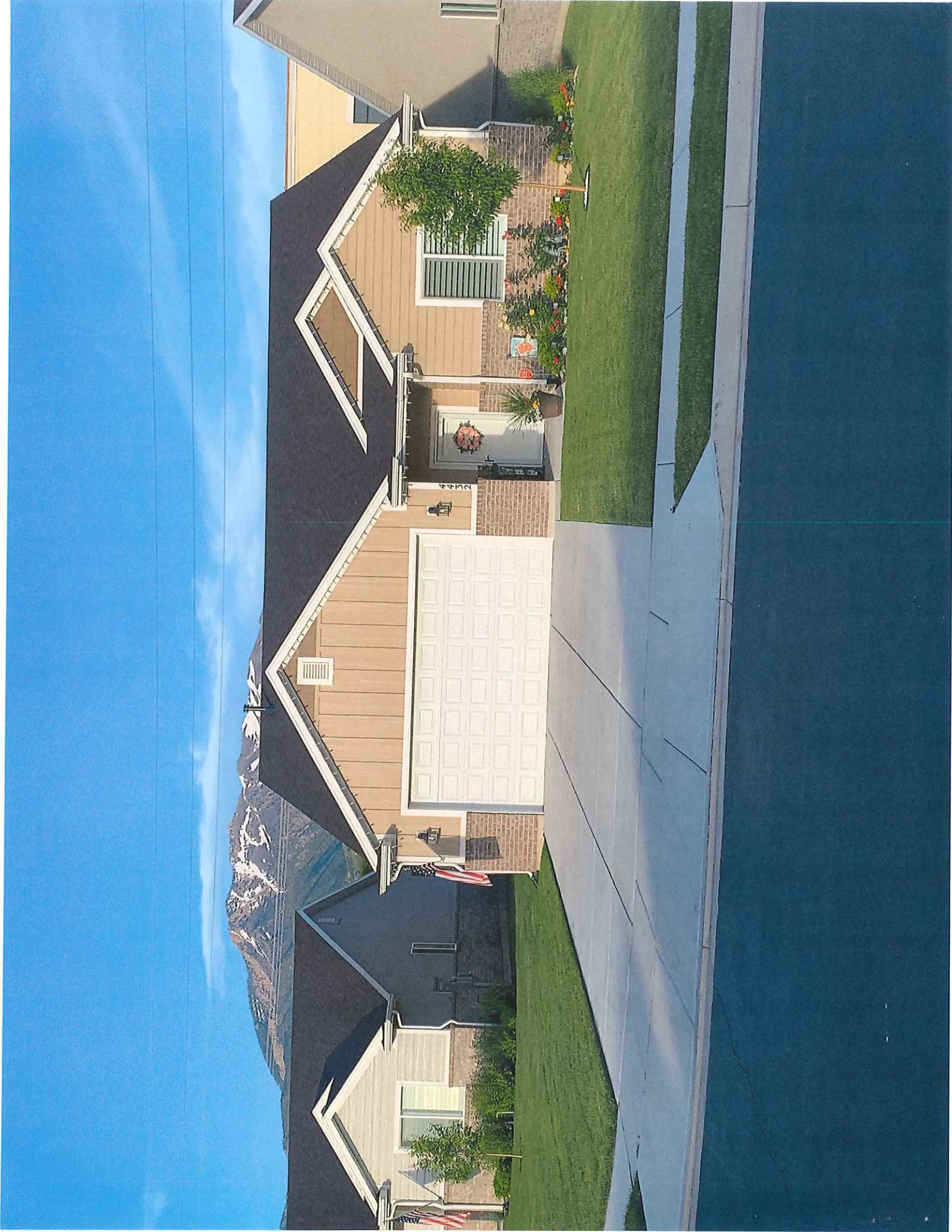
Parcel One – 06-016-0167:

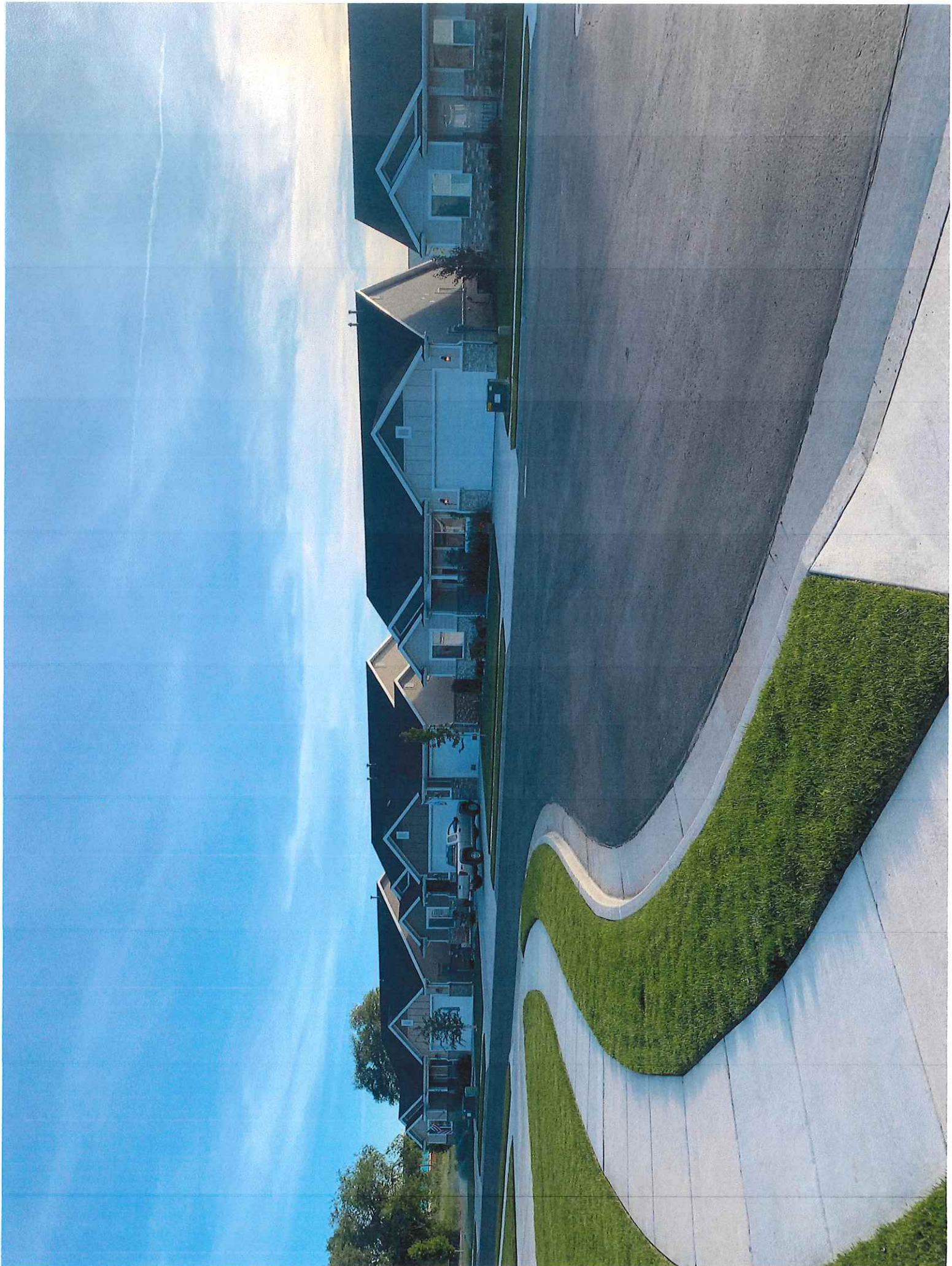
PART OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 5 NORTH, RANGE 1 WEST, OF THE SALT LAKE BASE AND MERIDIAN. BEGINNING AT A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF 4400 SOUTH STREET BEING LOCATED SOUTH 89°09'48" EAST 1771.89 FEET ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER AND NORTH 00°00'00" EAST 1663.85 FEET AND NORTH 01°00'29" EAST 511.78 FEET FROM THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER; RUNNING THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE SOUTH 86°22'27" EAST 309.76 FEET; THENCE SOUTH 03°36'17" WEST 151.53 FEET; THENCE NORTH 86°19'19" WEST 128.13 FEET; THENCE NORTH 01°00'29" EAST 151.58 FEET TO THE POINT OF BEGINNING. CONTAINING 0.46 ACRES.

Parcel Two – 06-016-0168

PART OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 5 NORTH, RANGE 1 WEST, OF THE SALT LAKE BASE AND MERIDIAN. BEGINNING AT A POINT ON THE NORTH RIGHT-OF-WAY LINE OF 4450 SOUTH STREET BEING LOCATED SOUTH 89°09'48" EAST 1771.89 FEET ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER AND NORTH 00°00'00" EAST 1663.85 FEET FROM THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER; RUNNING THENCE NORTH 01°00'29" EAST 360.20 FEET; THENCE SOUTH 86°19'19" EAST 128.13 FEET; THENCE NORTH 03°36'17" EAST 151.53 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF 4400 SOUTH STREET; THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE SOUTH 86°22'27" EAST 174.76 FEET; THENCE SOUTH 00°56'20" WEST 511.14 FEET TO SAID NORTH RIGHT-OF-WAY LINE; THENCE ALONG SAID NORTH RIGHT-OF-WAY LINE NORTH 86°29'49" WEST 310.35 FEET TO THE POINT OF BEGINNING. CONTAINING 3.18 ACRES.







accenaGroup
SWPPPs
Inspections
Training
801-701-5188
www.accenagroup.com

The Crossing
AT Mitchell Farms







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

XBP Confirmation Number: 62365917

Transaction detail for payment to Riverdale City.		Date: 06/11/2019 - 10:45:23 AM	
Transaction Number: 106283711PT Visa — XXXX-XXXX-XXXX-8769 Status: Successful			
Account #	Item	Quantity	Item Amount
10341500	Zoning ampamp Subdiv. Fee	1	\$250.00

TOTAL: \$250.00

Billing Information
LORRI THURGOOD
, 84405

Transaction taken by: rboman

881 West 4400 South – Checklist Regarding Public Hearing Notice for Rezone Request

- ☒ Notice Sent to Affected Entities (10 days before hearing date)
 - ☒ Documented List Verifying Date Sent
- ☒ Form Letter Sent to Affected Property Owner(s) Due to Rezone per 10-9a-205(4)(b) (10 days prior to hearing date)
- ☒ Notice in Newspaper of General Circulation (10 days prior to hearing date)
- ☒ Notice on City Website (10 days prior to hearing date)
- ☒ Sign Placed on Subject Property (10 days prior to hearing date)
 - ☒ Picture and Certification of Sign Placement Completed
- ☒ Notice Placed on State Public Meeting Notice Website (10 days prior to hearing date)

Affected Entities Notice Listing Information – 881 W. 4400 S.

Affected entity notice was sent to the following groups on the dates listed below.

1. UDOT – Region One: sent on June 26, 2019
2. Weber School District: sent on June 26, 2019
3. Weber County Government: sent on June 26, 2019
4. Roy Water Conservancy District: sent on June 26, 2019
5. Weber Basin Water Conservancy District: sent on June 26, 2019
6. Comcast: sent on June 26, 2019
7. Century Link: sent on June 26, 2019
8. Rocky Mountain Power: sent on June 26, 2019
9. Dominion Energy: sent on June 26, 2019
10. Central Weber Sewer District: sent on June 26, 2019



Community Development
4600 So. Weber River Drive
Riverdale, Utah 84405
801-394-5541

June 27th, 2019

Eva J Panunzio Trust
881 West 4400 South
Riverdale, Utah 84405-3442

Dear Trust Members:

Below is a notice of public hearing for a proposed rezone request for properties located at approximately 881 West 4400 South and 863 West 4400 South in Riverdale City. You are receiving this notice because your property may be directly affected by this rezone request.

Notice of Public Hearing
Riverdale Planning Commission
Tuesday, July 9th, 2019
Which begins at 6:30 p.m.

Riverdale Civic Center
4600 South Weber River Drive
Riverdale, Utah

The Riverdale Planning Commission will hold a public hearing to receive and consider public comment on a proposed rezone request for property located at approximately 881 West 4400 South in Riverdale City from Single-Family and Single-Family with Rental Unit Residential (R-2) zoning to Single-Family Residential (R-1-6) zoning. Further information regarding the proposal can be viewed at www.riverdalecity.com. Public comment is invited and interested parties are encouraged to attend.

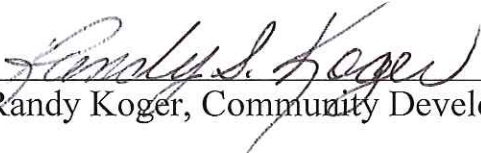
You may review the current and proposed zoning on our city website (www.riverdalecity.com) under the “City Code” tab. The R-2 zoning language is found under Title 10, Chapter 9C and the R-1-6 zoning language is found under Title 10, Chapter 9B.



CERTIFICATION OF SIGN PLACEMENT

This is to certify that on this 26th day of June, 2019, I supervised the placement of a sign on property located at approximately 881 West 4400 South, Riverdale, Utah as a notice of a rezone request. I further certify that said sign was posted in compliance with all requirements of Riverdale Municipal Ordinance Code 10-5-3(A).

Dated this 26th day of June, 2019.



Randy Koger, Community Development Department



As a potentially affected owner of property at the proposed rezone location, you may, no later than 10 days after the day of the first public hearing, file a written objection to your inclusion of property to this rezone request. Any formal protests should be submitted by mail to Riverdale Civic Center, 4600 So. Weber River Drive, Riverdale, UT 84405, or by email to meggett@riverdalecity.com. Any formal protests submitted to the City will be shared with the Planning Commission and City Council respectively throughout the process.

Please feel free to contact me with any follow-up questions, comments, or concerns that you may have regarding this matter via telephone at 801-394-5541 ext. 1215 or email at meggett@riverdalecity.com.

Thank you,

Michael Eggett

Riverdale City
Community Development Director



**RIVERDALE CITY
PUBLIC HEARING NOTICE**

Riverdale City gives notice that on Tuesday, **July 9, 2019** during the regular **Planning Commission Meeting**, which begins at 6:30 p.m., at the Riverdale City Civic Center, 4600 South Weber River Drive, Riverdale, Utah, the Planning Commission will hold a public hearing to receive and consider public comments regarding a Rezone request for properties located approximately 881 W 4400 S, Riverdale, Utah; a zoning change from Single-Family and Single-Family with Rental Unit Residential (R-2) to Single-Family Residential (R-1-6) zoning; requested by Eva Panunzio.

The proposed ordinance may be viewed on the Riverdale City Website:
www.riverdalecity.com.

The public is invited to review and inspect all information available concerning such proposal(s) at the Riverdale City Offices during the regular office hours, 8:00 a.m. to 5:00 p.m. Monday through Friday. The public or any interested parties may present written or oral testimony to the Riverdale City Council concerning the proposed action at the aforementioned time and place.

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 26th day of June, 2019 at the following locations: 1) Riverdale City Hall Noticing Board 2) Riverdale City website at <http://www.riverdalecity.com>/ 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html>.

This notice is scheduled to be published in the Standard Examiner on June 29, 2019.

Jackie Manning
Riverdale City Recorder

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, July 9, 2019, at 6:30 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: Commissioners: Robert Wingfield, Chairman
Steve Hilton, Commissioner
Blair Jones, Commissioner
Kathy Eskelsen, Commissioner
Rikard Hermann, Commissioner
Wanda Ney, Commissioner
Amy Ann Spiers, Commissioner

City Employees: Mike Eggett, Community Development
Shalee Evans, City Recorder

Visitors: Hugh Parker Lorri Thurgood

A. Welcome & Roll Call

The Planning Commission Meeting began at 6:30 p.m. Chairman Wingfield welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present.

B. Public Comment

Chairman Wingfield asked for any public comments and there were not any.

C. Presentations and Reports

Chairman Wingfield turned the time over to Mr. Eggett who reported the following:

- Crumbl cookie, Besst Realty, and Lunchbox wax is now open for business.
- Building permit currently being reviewed for Zao's Asian café.
- Ritter Drive is available for use although it is still being finalized.
- Building permits are currently on hold with Coleman Farms while they're under review.
- Welcomed the new City Recorder, Shalee Evans.

D. Consent Items

No consent items.

E. Action Items

1. **Public hearing** to receive and consider comments regarding a Rezone request for properties located approximately 881 W 4400 S, Riverdale, Utah; a zoning change from Single-Family and Single-Family with Rental Unit Residential (R-2) to Single-Family Residential (R-1-6); requested by Eva Panunzio and Lorri Thurgood.

MOTION: Commissioner Eskelson moves to open the public hearing. Commissioner Spiers seconded the motion; and all voted in favor.

There were no public comments made.

MOTION: Commissioner Hermann moves to close the public hearing. Commissioner Jones seconds the motion; and all voted in favor.

Mr. Eggett summarized an executive summary which explained:
Eva Panunzio (as represented by Lorri Thurgood), the petitioner in this matter, is requesting a rezone of property located at approximately 863 West and 881 West 4400 South from Single-Family and Single-family with Rental Unit Residential (R-2) zoning to Single-Family Residential (R-1-6) zoning to allow for possibility of the future development of a single family residential subdivision with a potential PRUD overlay future

conditional use request(see the application documents for further explanation). Neighboring properties to the north, east, and a majority to the west of the site are currently zoned with an R-2 zoning. Properties to the southwest and south are currently zoned with a C-3 zoning designation. This request is for approximately 3.56 acres of land located on two properties between 4400 South and 4450 South that would be affected by the proposed rezone request

Eva Panunzio (as represented by Lorri Thurgood), the petitioner in this matter, is requesting a rezone of property located at approximately 863 West and 881 West 4400 South from Single-Family and Single-family with Rental Unit Residential (R-2) zoning to Single-Family Residential (R-1-6) zoning to allow for possibility of the future development of a single family residential subdivision with a potential PRUD overlay future conditional use request(see the application documents for further explanation). Neighboring properties to the north, east, and a majority to the west of the site are currently zoned with an R-2 zoning. Properties to the southwest and south are currently zoned with a C-3 zoning designation. This request is for approximately 3.56 acres of land located on two properties between 4400 South and 4450 South that would be affected by the proposed rezone request

The appropriate application and supporting documentation have been submitted and provided to the Planning Commission for review (please see attached applicant response documentation and maps for more).

For more information relative to the zoning codes affecting this request and permitted and conditional uses for these zones, please reference the respective sections of City Code, as noted above.

Public hearing notifications required by State and City Codes have been completed in conformance with the standards established by these Codes and as reflected in the attached documentation.

Staff would encourage the Planning Commission to review this matter and discuss with the petitioners any concerns that may arise in this matter. Staff would then recommend that the Planning Commission act accordingly to recommend, table, or not recommend the rezone to the City Council based upon sufficient findings of fact to support the Planning Commission recommendation.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as "Residential – Low Density" and "Mixed Use – Transitional". The proposed rezone request and project concept would support these general plan future land use designations..

Mr. Eggett confirmed the only feedback received for this rezone request was two phone calls from residents. They were both positive in regards to single family residential zoning.

Mr. Eggett turned the time over for any questions from the commissioners.

Commissioner Jones asked Mr. Eggett if he knows if the city has any plans for a round-about near the residential homes, due to concerns of high traffic issues. Mr. Eggett advised Commissioner Jones to reach out to the Mayor or City Administrator for further information regarding that inquiry.

2. Consideration to forward recommendation to the city council regarding a rezone request for properties located approximately 881 W 4400 S, Riverdale, Utah; a zoning change from Single-Family and Single-Family with Rental Unit Residential (R-2) to Single-Family Residential (R-1-6); requested by Eva Panunzio and Lorri Thurgood.

MOTION: Commissioner Jones moved to recommend approval to the City Council regarding a rezone request for properties located approximately 881 W 4400 S, Riverdale, Utah; a zoning change from Single-Family and Single-Family with Rental Unit Residential (R-2) to Single-Family Residential (R-1-6); requested by Eva Panunzio and Lorri Thurgood. Commissioner Hilton seconded the motion.

There was no discussion regarding this motion.

ROLL CALL VOTE: Commissioners Eskelsen, Hermann, Wingfield, Jones, Hilton, Ney and Spiers all voted in favor of the motion.

F. Discretionary Items

There were no discretionary items.

G. Adjournment

MOTION: There being no further business to discuss, Commissioner Eskelsen moved to adjourn the meeting. Commissioner Hilton seconded the motion; all voted in favor.

The meeting adjourned at 6:44 p.m.

Robert Wingfield
Planning Commission Chair

Shalee Evans
City Recorder

Date Approved:

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

AGENDA ITEM: G2

SUBJECT: Consideration of Resolution 2019-18 authorizing execution of an agreement with Stauffer's Towing for non-consent vehicle towing services within Riverdale city.

PRESENTER: Scott Brenkman, Police Chief

ACTION REQUESTED: Approval of Resolution 2019-18

INFORMATION: [a. Executive Summary](#)

[b. Resolution 2019-18](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on:
7/16/2019

Petitioner:
Chief Scott Brenkman

Summary of Proposed Action

Two year extension of the current towing contract that is in effect with Stauffer's Towing.

Summary of Supporting Facts & Options

For years the city has had a contract in place to provide towing for tows requested by the police department. Stauffer's Towing has been the contracted provider and has provided excellent service to the police department and city. Stauffer's has the resources needed to handle any type of call and has always provided timely, efficient service to the city with very little complaint from the public. The current contract allows for two year extensions of the original contract which is the request being made. I recommend approval of the two year extension to Stauffer's Towing to provide all tows requested by the police department.

Legal Comments - City Attorney

Steve Brooks, Attorney

Fiscal Comments - Business Administrator/Budget Officer

Cody Cardon,
Business Administrator

Administrative Comments - City Administrator

Rodger Worthen,
City Administrator



RESOLUTION NO. 2019-18

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH
STAUFFER'S TOWING FOR NON-CONSENT VEHICLE TOWING SERVICES
WITHIN RIVERDALE CITY.**

WHEREAS, there is a recognized need to support the law enforcement activities of the City of Riverdale, and

WHEREAS, the City Council declared non-consent towing in Riverdale City an issue of public safety; and

WHEREAS, the City previously solicited Request for Proposals for towing services and selected Stauffer's Towing; and

WHEREAS, the City of Riverdale had entered into an initial fixed term agreement with optional 2 year renewals with Stauffer's Towing for non-consent towing in the City.

WHEREAS, the Council finds that the service is necessary and has been performed in a professional, reasonable and timely manner and that it is in the best interest of the City and will promote the health, safety and general welfare of the community.

WHEREAS, the City of Riverdale and Stauffer's Towing, now desire to extend that previous Agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Riverdale that the Mayor, with the attestation of the City Recorder, is hereby empowered to execute an Agreement between Riverdale City and Stauffer's Towing in the form and containing the terms as annexed hereto as Exhibit "A", with the term of the contract to expire two years from date of renewal.

PASSED the ____ day of July, 2019.

RIVERDALE CITY

By: _____
Norm Searle, Mayor

Attest:

Shalee Evans, City Recorder

Exhibit A

EXCLUSIVE TOWING AGREEMENT

This Agreement is made on this 16th day of July, 2019, between Riverdale City, a municipal corporation established under the laws of the State of Utah (hereinafter "City"), of 4600 South Weber River Drive, Riverdale, State of Utah, and Stauffer's Towing (hereinafter "Contractor"), of 1960 So. Painter Lane, West Haven, UT 84401, Ogden, State of Utah, following solicitation and review of proposals for the provision of the following services.

For valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Contractor agrees to provide the following services, facilities, and equipment in support of law enforcement activities of Riverdale City.

Storage Facilities: Maintain a State Tax approved storage area as well as a secure area for seized items.

Provide a secure storage area for personal belongings removed from towed vehicles.

Tow Vehicles: Provide a tow vehicle that is within a three-mile radius of Riverdale City.

Response Time: Standard response time shall be no more than 15 minutes to on scene from the time of call out by Weber Emergency Dispatch.

Liability Insurance: Contractor has in place and will maintain during the term of this agreement, liability insurance in an amount satisfactory to the City and/or the City's insurance carrier, Utah Local Governments Trust, with the City as a named insured. Contractor will otherwise indemnify and hold harmless City from all claims arising out of Contractor's conduct under this agreement.

Vehicle Availability: Contractor will make vehicles towed, stored, and impounded under this agreement available to City and its representatives twenty-four (24) hours per day when access is required in connection with bona fide, City, state or federal investigative need. Contractor will also make available floor jacks and lifts as needed to facilitate said investigations.

Auction Policy: Contractor will place abandoned and otherwise "auction eligible" vehicles with the State of Utah Impounded Auction after having held any vehicles towed or stored under this agreement for sixty (60) days or more.

Clean up of Scene: Provide a complete clean-up of accident scene.

Training: Establish appropriate training with fire and police personnel in rescue and victim recovery.

Background Checks: Contractor shall certify to City Public Safety that complete and thorough background checks have been completed on any new employees hired by contractor during the term of this agreement.

2. In consideration of the above services from Contractor, City agrees that for the term of this agreement, Contractor shall be designated the exclusive tow service of vehicles subject to state and local impound as a part of the City's non-consent towing policies.
3. Notices. Administrative notices to the City shall be sent to the following address:

Steve Brooks
Riverdale City Attorney
4600 South Weber River Drive
Riverdale, Utah 84405
Telephone: (208) 394-5541
E-mail: sbrooks@riverdalecity.com

Notices to the Contractor shall be sent to the following address:

Stauffer's Towing
1960 So. Painter Lane
West Haven, UT 84401
Telephone: 801-399-5893

4. Duration of Agreement. This Agreement shall be in full force and effect for a period of two (2) years, unless sooner terminated under the provisions hereinafter specified. Additional two-year extensions may be granted upon written agreement between the parties.
5. Termination. This Agreement may at any time be terminated by the City giving to the Contractor thirty (30) days written notice of the City's intention to terminate the same. This Agreement may at any time be terminated by the Contractor giving to the City thirty (30) days written notice of the City's intention to terminate the same. This agreement shall remain in effect, unless otherwise canceled, in writing, by either party. City retains the right to terminate this agreement upon Contractor's failure to meet the terms and conditions of this agreement.
6. Assignment and Subcontract. The Contractor may not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.
7. Entire Agreement. This Agreement contains the entire Agreement between the parties hereto and no other Agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or bind any of the parties

hereto. Either party may request changes in the agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

8. No modification of this Agreement will be effective unless it is in writing and is signed by both parties. This Agreement binds and benefits both parties and any successors. Time is of the essence of this agreement.
9. Applicable Law; Venue; Attorney's Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Utah. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Weber County, Utah. The prevailing party in any such action shall be entitled to its attorney's fees and costs of suit.

The parties have signed this Agreement on the date specified at the beginning of this Agreement.

Dated this ____ day of July, 2019.

For Stauffer's Towing

RIVERDALE CITY

By: _____
Norm Searle, Mayor

Attest:

Shalee Evans, City Recorder

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

AGENDA ITEM: G3

SUBJECT: Consideration of Resolution 2019-19. Proposed changes to the Riverdale City consolidated fee schedule.

PRESENTER: Rodger Worthen, City Administration

ACTION REQUESTED: Approval of Resolution 2019-19

INFORMATION:

- [a. Executive Summary](#)
- [b. Resolution 2019-19](#)
- [c. Attachment A](#)
- [d. Attachment B](#)
- [e. Supporting Document: Building Valuation Data](#)

[BACK TO AGENDA](#)



City Council Executive Summary

City Council Meeting: July 16, 2019

Requestors: Various City Staff Members

Summary of Proposed Council Action

The following amendments are proposed for council consideration by various City Staff members; the purposes of which are being in compliance with State Code, impacts of inflationary increases, and compliance with state and national building inspection organizations. The supporting documents include Resolution 2019-19, with **attachment "A"** showing changes to the proposed fee schedule. Listed below are the respective fee amendments:

BUSINESS LICENSE and ADMINISTRATIVE FEES:

1-12-1 the City needs to update the schedule of fees associated with Utah Government Records Access Management Act (GRAMA) and associated fees to comply with State of Utah Code 63G-2-203 which identifies language to govern these costs identified in 12-1-1(A) of the schedule.

In 1-12-2, business license fee increase; within City Code 3-1-3 all businesses in Riverdale City are required to be licensed. The cost of inspecting, managing, and issuing the business licenses has increased over several years. City Staff is requesting an increase for a general business license cost from \$55.00 to \$75.00 to account for inflationary pressure and costs of issuing the license and managing the businesses of Riverdale. This cost is pro-rated monthly for the year if newly issued within a given month for a new business.

Secondly, in 1-12-2, the Special Event permit cost is recommended to increase from \$100 to \$125 per event to cover staff review costs of the event.

Lastly, in section of 1-12-2 the staff is recommending an increase in cost for Mobile Home Park business license fees increase from \$5.00 per space to \$7.50 per space, this increase is to help cover costs of additional police presence and fire inspections within these types of businesses.

PLANNING AND ZONING FEES: See attachment "A"

1-12-5 In order to keep costs consistent to what is being charged throughout the State of Utah and to account for inflation the City building permit fees need to be amended. Building fees have not been adjusted for many years. As such the City staff is recommending the adoption and use of the International Code Council (ICC) Building Valuation Data as the average construction costs per square foot of building space to determine permit fees for Riverdale City. The ICC has developed this data to aid jurisdictions in determining permit fees. The data is a national average inclusive of all building trades and does not take into account any regional cost differences. The ICC building valuation is updated every six months and will keep the City's building permit expenses within current data valuation. For example, the current City fee cannot be warranted at a present-day building valuation of \$77/sq. foot; the ICC cost in the year 2005 was \$95/sq. foot, today in year 2019 the cost (single family home) is \$122.46/sq. foot., ...these comparisons clearly show how far the City is behind in collecting the proper building permit fee to cover the expense of inspections and permit review. The ICC building valuation will be noted on the fee schedule as the determining fee calculation.

Lastly in section 1-12-5, conditional use permit fee/cost is recommended to increase from \$50.00 to \$75.00 to cover inflationary pressures to review/approve, inspect, and deliver the new use.

PUBLIC WORKS/UTILTIY FEES:

1-12-6 In order to recover costs passed to the City from the Weber County Transfer station and additional State of Utah reporting requirements the City is increasing the cost for the first garbage can \$0.10 from \$10.42 to \$10.52 and second garbage can from \$5.32 to \$5.42.

FIRE DEPARTMENT FEES: See attachment “B”

1-12-8 In accordance with the Utah Department of Health and in conjunction with the Bureau of Emergency Medical Services and Preparedness new state of Utah billing rates for ambulance services were established. These costs are typically updated by the state of Utah Department of Emergency Medical Services annually and are attached herein.

Legal Comments – City Attorney

Steve Brooks, Attorney

Administrative Comments – City Administrator

Rodger Worthen, City Administrator



RESOLUTION NO. 2019-19

**A RESOLUTION OF THE RIVERDALE CITY COUNCIL AMENDING THE
CONSOLIDATED FEE SCHEDULE IN THE RIVERDALE MUNICIPAL ORDINANCE
CODE TITLE 1, CHAPTER 12.**

WHEREAS, the Governing Body of the City of Riverdale has previously adopted, by ordinance, a consolidated fee schedule; and

WHEREAS, the Governing Body further provided that amendments to said fee schedule may be accomplished by resolution of the Governing Body; and

WHEREAS, it is necessary, from time to time, to update said fee schedule in order to meet cost increases to the City or to better serve the community; and

WHEREAS, to do so will promote the health, welfare, safety and general well-being of the citizens and visitors of Riverdale City and is in the best interest of the City;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL
OF THE CITY OF RIVERDALE:**

That Title 1, Chapter 12, of the current Riverdale Municipal Ordinance Code, Consolidated Fee Schedule, shall be amended in numerous places as outlined in Attachments A and B, attached hereto and incorporated herein.

All other provisions of the fee schedule shall remain in full force and effect unless specifically amended hereby.

This resolution shall take be effective immediately as allowed by law.

PASSED AND ADOPTED this _____ day of July, 2019.

Mayor Norm Searle
Riverdale City

Attest:

Shalee Evans
City Recorder

Attachment A

1-12-1: PUBLIC RECORDS:

A. ~~Copies: Copies of public records shall be twenty five cents (\$0.25) per page. A fee based on the employee's time required shall also be levied in fifteen (15) minute increments at twenty dollars (\$20.00) per hour for requests which take longer than fifteen (15) minutes to duplicate. A deposit of fifty dollars (\$50.00) will be charged for records that will apparently take longer than three (3) hours to duplicate.~~ **General GRAMA fees:**

Fee for photocopies: • \$.25 per page for standard size, non-color white copies, which includes staff time to copy • \$.40 per page for standard size, color copies, which includes staff time to copy • \$1.00 per page for 11 X 17 copies, which includes staff time to copy • Actual costs for other odd sized copies

Fee for faxing documents: • \$1.00 per page plus telephone charges for long distance over 10 pages, which includes staff time to fax

Staff time required to search, compile and otherwise prepare to provide a record: • Actual cost, not to exceed salary (i.e. wages only) of lowest paid employee who, in the discretion of the record's custodian, has the necessary skill and training to perform the request. Staff time for photocopying, faxing and making CDs and DVDs is included in the fee for those items.

Mailing and shipping costs: • \$2.00 for staff mail preparation time, plus actual mailing costs if greater than \$2.00.

Other supplies (CD's, DVDs) and associated staff services: • \$5.00 for CD, which includes staff time to make CD • \$10.00 for DVD, which includes staff time to make DVD • Other media/supplies: actual cost

Other Services (e.g., fees for third party services) • Actual cost

B. Prepared Items: Fees for prepared items shall be based on the City's cost as follows:

Title 10	\$15.00
Contractor's standards	15.00
Developer's standards	10.00
General Plan	15.00
General Plan land use map	2.50
Business license listing	10.00

8.5" x 11" black and white street map	Free
11" x 17" or 17" x 22" color City map	5.00
Custom mapping (minimum 1 hour)	70.00/hour
CD recording of meeting (per meeting)	5.00

(Res. 2015-19, 6-16-2015, **Res. 2019-19, 7-16-2019**)

1-12-2: BUSINESS LICENSES:

A.	Base Fee: Base fees for business licenses are as follows:		
	1.	General business license	\$ ~~55.00~~ 75.00
		Transfer fee	25.00
	12.	Special event permit	~~100.00~~ 125.00
		a. Special event vendor's license	\$10.00 per vendor
		b. Law enforcement police officer hourly rate	\$55.00
		c. Additional fees may apply for use of City services	
		d. Failure to secure a special event permit is a Class B misdemeanor and upon conviction thereof shall be subject to penalties in accordance with the Utah State Code which may include fines or imprisonment or both. Each person shall be guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this subsection is committed. Violators may be prohibited from organizing another special event in Riverdale for 12 months, or longer with Council consensus	Fine to be determined in court
B.	Variable Fees: Variable fees for business licenses are as follows (in addition to general fees, with the exception of home occupations, where no variable fees apply):		

1.	Barber and beauty shops per chair	\$ 11.00
2.	Car dealership exterior display area (per 5,000 square feet or portion thereof)	55.00
3.	Car wash (per wash bay)	25.00
4.	Off premises advertising sign (per sign)	50.00
5.	Billiard or pool table (per table)	55.00
6.	Bowling lane (per lane)	25.00
7.	Food establishment (per individual seat)	5.00
8.	Golf course (per hole)	11.00
9.	Mobile home park (per rental space)	~~5.00~~ 7.50

(Res. 2019-19, 7-16-2019)

1-12-5: PLANNING AND ZONING FEES:

A.	Fees for petitions and licenses shall be as follows:		
	1.	Petition request for a PRUD	\$500.00
	2.	Conditional use permit	~~50.00~~ 75.00
	3.	Filing fee for an appeal to the City Appeal Authority	250.00
	4.	Filing fee for a mobile home park construction permit	500.00
	5.	Filing fee for a petition to change the zone of any property	250.00

H.	Building and sign permit fee:	
1.	Building permit fee for new construction is based on actual valuation. Valuation is the cost of Code regulated construction materials and the costs for labor.	
2.	Building permit fee for remodel, addition, or interior finish are based on actual valuation of materials and	

		labor necessary to complete the job in compliance with applicable codes. The following are guidelines to follow for establishing valuation:	
		Living area	~~\$77.00 per square foot~~ Same as that amount adopted by the current International Code Council (ICC) building valuation data
		Basement (unfinished)	\$25.00 per square foot
		Garage	\$20.00 per square foot
	3.	Minimum building and sign permit fee	\$48.36

(Res. 2019-19, 7-16-2019)

1-12-6: PUBLIC WORKS FEES:

A.	Fees for garbage cans and garbage or garbage recycling pick up per month shall be as follows:		
	1.	First can	~~\$ 10.42~~ 10.52
	2.	Each additional can (minimum of 6 months)	~~\$ 5.32~~ 5.42

(Res. 2019-19, 7-16-2019)

1-12-8: FIRE DEPARTMENT FEES:

A.	Annual inspection fee (collected as part of the business license fee): Nonprofits registered with the IRS as a 501(c)(3) organization are exempt from paying this
----	---

	annual fire inspection fee.		
	Under 5,000 square feet		\$30.00
	Over 5,000 square feet (per square foot)		0.01
B.	HAZMAT cleanup fee:		
	Initial fee		See attachment D attached to resolution 2018-19
	Time		See attachment D attached to resolution 2018-19
	Materials		See attachment D attached to resolution 2018-19
C.	Ambulance fees:		See attachment B attached to resolution ~~2018-19~~ 2019-19
	Materials		See attachment C attached to resolution 2018-19
D.	CPR certification for outside agencies (per person)		\$20.00
E.	False fire alarms		\$48.00 per 15 minute increment

(Res. 2018-19, 7-17-2018, ~~Res. 2019-19, 7-16-2019~~)

Attachment B



State of Utah

GARY R. HERBERT

Governor

Spencer J. Cox

Lieutenant Governor

Utah Department of Health

Joseph K. Miner, M.D., M.S.P.H.

Executive Director

Division of Family Health and Preparedness

Paul R. Patrick

Division Director

Curtis Burk

Deputy Division Director

Bureau of Emergency Medical Services and Preparedness C.

Dean Penovich, M.P.H.

Director

Proposed Effective Date: July 1, 2019

A ground ambulance or paramedic provider is prohibited from charging fees for transporting a patient when the EMS provider does not transport the patient. This does not apply to licensed ambulance providers, licensed paramedic providers, or designated quick response providers in a geographic service area which contain a town as defined in Utah Code Annotated Title 10-2-301(2)(t).

Pursuant to Utah Code Annotated Title 26-8a-403 and Administrative Rule R426-8-2 the allowable ambulance rates beginning July 1, 2019 are as follows:

Base Rates

Ground ambulance is \$795.00 per transport.

Advanced EMT ground ambulance is \$1,049.00 per transport.

Advanced ground ambulance who prior to June 30, 2016 was licensed as an EMT-IA ambulance provider is \$1,292.00 per transport.

Paramedic ground ambulance is \$1,535.00 per transport.

Paramedic on-board (paramedic not employed by the licensed ambulance provider) may charge up to \$486.00 to the lower level of licensed ambulance provider, for a total ground ambulance rate of \$1,535.00 per transport.

Mileage Rates

Standard mileage rate is \$31.65 per mile or fraction thereof. In all cases, mileage shall be computed from the point of pick-up to the point of patient delivery.

Fuel fluctuation rate changes may be granted when diesel fuel exceeds \$5.10 per gallon or when gasoline exceeds \$4.25 per gallon as invoiced; a surcharge of \$0.25 per mile traveled may be assessed.

Off-road rate may be charge when an ambulance is required to travel for ten miles or more on unpaved roads, a surcharge of \$1.50 per mile may be assessed.

Supplies and Medications

A licensed ambulance provider may charge for supplies and for providing supplies, medications, and administering medications used on any response if (1) supplies and medications are priced fairly and competitively, (2) the individual does not refuse service, and (3) the licensed personnel for the licensed ambulance provider assesses or treats the individual.

Special Provisions

Waiting time - a licensed ambulance provider shall allow 15 minutes of time at no charge to the patient at the pickup and delivery. After 15 minutes, a licensed ambulance provider may charge \$22.05 per quarter hour or fraction thereof thereafter. On round trips, a licensed ambulance provider shall allow 0 minutes at no charge from the time the ambulance reaches the point of delivery until starting the return trip. After 30 minutes, the licensed ambulance provider may charge \$22.05 per quarter hour or fraction thereof thereafter.

Building Valuation Data – FEBRUARY 2019

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in August 2019. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the "average" construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2018 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are "average" costs based on typical construction methods for each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural

building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.

2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$175.70/sq. ft.
3. Permit Fee:
Business = 16,000 sq. ft. x \$175.70/sq. ft x 0.0075
= \$21,084

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs ^{a, b, c}

Group (2018 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	246.61	238.50	232.82	223.18	209.86	203.80	216.12	191.69	184.50
A-1 Assembly, theaters, without stage	225.65	217.54	211.85	202.22	189.15	183.09	195.16	170.98	163.79
A-2 Assembly, nightclubs	191.96	186.56	182.12	174.70	164.94	160.39	168.64	149.29	144.33
A-2 Assembly, restaurants, bars, banquet halls	190.96	185.56	180.12	173.70	162.94	159.39	167.64	147.29	143.33
A-3 Assembly, churches	226.69	218.58	212.89	203.26	191.60	185.54	196.20	173.43	166.24
A-3 Assembly, general, community halls, libraries, museums	190.63	182.52	175.84	167.20	153.09	148.07	160.14	134.97	128.78
A-4 Assembly, arenas	224.65	216.54	209.85	201.22	187.15	182.09	194.16	168.98	162.79
B Business	197.81	190.62	184.70	175.70	160.65	154.63	168.95	141.15	134.99
E Educational	209.43	202.23	196.97	188.01	175.28	166.43	181.55	153.08	148.70
F-1 Factory and industrial, moderate hazard	117.60	112.19	105.97	101.84	91.54	87.26	97.61	75.29	70.95
F-2 Factory and industrial, low hazard	116.60	111.19	105.97	100.84	91.54	86.26	96.61	75.29	69.95
H-1 High Hazard, explosives	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	N.P.
H234 High Hazard	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	63.56
H-5 HPM	197.81	190.62	184.70	175.70	160.65	154.63	168.95	141.15	134.99
I-1 Institutional, supervised environment	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
I-2 Institutional, hospitals	330.92	323.73	317.81	308.81	292.72	N.P.	302.06	273.22	N.P.
I-2 Institutional, nursing homes	229.68	222.49	216.58	207.57	193.53	N.P.	200.83	174.02	N.P.
I-3 Institutional, restrained	224.86	217.67	211.75	202.75	188.96	181.94	196.00	169.45	161.29
I-4 Institutional, day care facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
M Mercantile	142.95	137.54	132.11	125.68	115.38	111.83	119.62	99.73	95.77
R-1 Residential, hotels	199.70	192.92	186.99	179.78	164.90	160.43	179.93	148.60	143.96
R-2 Residential, multiple family	167.27	160.49	154.56	147.35	133.71	129.23	147.50	117.40	112.76
R-3 Residential, one- and two-family ^d	155.84	151.61	147.83	144.09	138.94	135.27	141.72	130.04	122.46
R-4 Residential, care/assisted living facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
S-1 Storage, moderate hazard	108.99	103.58	97.35	93.22	83.14	78.87	88.99	66.89	62.56
S-2 Storage, low hazard	107.99	102.58	97.35	92.22	83.14	77.87	87.99	66.89	61.56
U Utility, miscellaneous	85.30	80.55	75.51	71.75	64.72	60.49	68.56	51.18	48.73

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$22.45 per sq. ft.