



**RIVERDALE CITY COUNCIL AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY – FEBRUARY 18, 2014**

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

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

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

A. Welcome & Roll Call

B. Pledge of Allegiance

C. Moment of Silence

D. Open Communications

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

E. Presentations and Reports

1. Mayor's Report

2. City Administration Report

a. Departments

i. Community Development Projects Status Report

b. Employee Recognition of staff whose anniversaries fall in the month of January

i. Nolan Geilmann, 15 years

ii. Joel Pippin, 10 years

iii: Der Rell Slagowski, 5 years

c. Staffing Authorization Plan

3. Recorder's Report (*Review status of Council requested follow-up items*)

F. Consent Items

1. Review of meeting minutes from:

February 4, 2014 City Council Work Session

February 4, 2014 City Council Regular Session

February 11, 2014 City Council Special Session

2. Consideration of Council's appointment of a Mayor Pro Tem (UCA 10-3b-302)

G. Action Items

1. Consideration of Resolution 2014-2 adopting proposed amendments to HR Policy Chapter 11 Compensation and Work Hours

Presenter: Stacey Comeau, Human Resources Manager

2. Consideration of Interlocal Agreement between Riverdale City and South Ogden City for Animal Shelter Services Resolution 2014-3

Presenter: Dave Hansen, Police Chief

3. Consideration of Municipal Waste Water Annual Report Resolution 2014-4
Presenter: Shawn Douglas, Public Works Director

H. Discretionary Items

I. Adjournment

- The public is invited to attend all Council meetings.
- In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Recorder at 394-5541 x 1232.
- This agenda has been properly posted and a copy provided to local news media.

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEMS: A,B,C

SUBJECT: Welcome & Roll Call – Mayor Searle
Pledge of Allegiance – Led by Councilor Ellis 02/04/14
Moment of Silence

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**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: D

SUBJECT: Open Communications

PETITIONER: Anyone Interested

ACTION REQUESTED BY PETITIONER: Open agenda item provided for any interested person to be able to speak about any topic.

INFORMATION: Per Governing Body desire, this item will be placed on the agenda as a permanent and regular item.

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**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: E1

SUBJECT: Mayor's Report

ACTION REQUESTED BY PETITIONER: Information Only

INFORMATION: To be presented at the meeting.

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**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: E2a

SUBJECT: City Administrator's Report

a. Departments

i. Community Development Projects Status Report

ACTION REQUESTED BY PETITIONER: Information Only

INFORMATION: [January Department Report](#)

[Community Development Projects Status Report](#)

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Mayor & City Council Monthly Summary Report January 2014



City Administration:

1. Larry Hansen:

- Submitted notice of retirement effective April 1, 2014.
- West Bench conceptual discussions continue with possible developer.
- Developer inquiry and meeting about West Bench 5 acre RDA parcel.
- CA job posting, contract, scorecard, process, and screening coordination with Mayor and Council.
- RE purchase contract discussions with 500 West residents.
- Coordinate RDA assistance for mobile home emergency repairs problem.
- Water liens filed and released for Public Works.
- Mayor and Council orientation session.
- Coordination on Mayor Burrow's open house.
- Many more RDA loan inquiries and discussions with potential borrowers and agents.
- Continue strategic planning meeting preparations.
- Meeting with Mayor and Weber School Board rep regarding future of Riverdale Elementary.
- Meeting with Mayor and UDOT Region 1 Director.

2. Lynette Limburg:

- General customer service, information to the public, follow-up on information requests and support for administrative events.
- Prosecution –Prepared files and additional information in regard to prosecution process
- 78 pre-trials & 2 trials. Follow-up and filing of court dispositions after pre- trial or trial
- Record requests – 11 GRAMA requests for police reports, videos and other miscellaneous city records
- 1 utility lien released
- Community Development Department - 8 Building permits issued
- Building inspections scheduled and logged.
- Finished transfer of zoning and subdivision information for all properties in the city into the new building and zoning software program
- Three Risk Management Meetings / prep & minutes
- Mayor Burrows Open House

3. Ember Herrick:

- Prepared City Council and Planning Commission meeting agendas, packets and minutes and noticed all public hearings
- Updated the city eFile Cabinet, Sterling Codifiers and hardcopy archives
- Answered questions about city statistics, programs, services, codes and various business license questions and compiled historical information and pictures
- Renewed city business licenses and alcohol licenses for 2014 verifying billing discrepancies and city sales tax ID numbers using the state TAP program
- Updated the Recorders Report and noticed all ordinances passed by the Council

- Compiled commercial businesses fire inspection report for January
- Created a list of businesses with alcohol licenses in the city for Wasatch Distributing
- Compiled list of all agreements for Riverdale City 1960 to present
- Created draft of Public Official's Guide to Disasters for Mayor and Council
- Updated Riverdale's Emergency Operations Plan for staff review
- Assisted new business owners in acquiring a Riverdale business license including coordinating fire inspections and building inspections
- Compiled new city businesses report for website business directory
- Continued Emergency Prep Initiative for January for staff 72 hour kits
- Worked with Jeannette Hall and Chris Stone on Riverdale Play Unplugged and Live Fit Riverdale programs scheduled to begin spring and summer 2014

Business Administration:

Lynn Fortie:

Continued work on cross referencing our GL accounts to the State's Uniform Chart of Accounts. Routine phone & computer problem resolution. Routine management issues and resolution. Routine accounting issues.

Stacey Comeau / HR:

New Hires:	None
Promotions:	None
Terminations:	None

Chris Stone:

- Attended the beginning of the Jan. 7th City Council meeting to take photographs of the new Council.
- Set up for Mayor Burrows Open House on Jan. 16th.
- Pulled communication wires to outlets in the basement of the Police Station.
- Continued work on a city promotional publication for the Community Development Department.
- Various website and social media updates.
- Completed the city newsletter for February.
- Completed the employee newsletter for February.

Jeannette Hall:

Not available

Fire Department:

Attended Utah State Fire Chiefs meetings and Training in St. George
 Attended HIPPA Training conducted by Craig Swapp and Associates
 Completed NFPA Annual Fire Report
 Investigated house fire on Highland Drive
 Attended Fire Subcommittee meeting.
 Attended Weber Operations Board meeting.
 Ladder 41 had a major hydraulic hose burst. Hose was repaired and truck put back in service
 Business Fire Safety inspections started for 2014
 Structure fire on Highland Drive 1/28/2014 fire crews did a great job.

Investigated fire on Highland Drive.

Structure fire on Meadow wood Drive 1/8/2014 fire crews did a great job and prevented a major loss of personal property.

Met with home owner to discuss fire at his home on Meadow wood drive.

Met with Fire investigator on Meadow wood drive fire

Calls for the month of January 2013

TYPE OF SITUATION	NUMBER OF CALLS	TOTAL
FIRES	6	6
RESCUE AND EMERGENCY MEDICAL INCIDENTS	53	53
HAZARDOUS CONDITIONS(NO FIRES)	3	3
GOOD INTENT CALLS	8	8
FALSE ALARMS/FALSE CALLS	7	7
*NA	0	0
SERVICE CALLS	2	2
TOTAL RESPONSES FOR DECEMBER 2013	79	79

* CALLS DISPATCHED BY MISTAKE

Annual Alarm Summary Report

Reporting Between 01/01/2014 and 01/31/2014

Police Department:

Patrol

Officer Wright responded to Applebee's on report of a male who was claiming that someone had put a laxative in his food that caused him to "mess his pants". Officer Wright arrived and spoke with the complainant who informed him that police officers in Utah are not really police officers and that they are part of an ecclesiastical unit run by the Mormon Church. The complainant who police have dealt with on numerous occasions has severe mental illness and no proof was found that his food had been tampered with in any way.

Sgt. Boots and Officer Jensen responded to 1500 W. Riverdale Rd. on report of a female who was walking in traffic on Riverdale Rd. They observed the female walking in the travel lane and stopped to speak with her. She became irrational with the officers and attempted to run into traffic stating she could kill herself if she wanted to. Sgt. Boots was able to handcuff the suspect and place her in the patrol vehicle where she began to smack her head off the cage and windows causing a large laceration on her forehead which began to heavily bleed. She then began to spit blood all over the patrol vehicle and at officers. She was transported to the hospital for treatment and a mental health evaluation.

Officers located a vehicle that was stolen from Cutrbus Motors at the Royal Inn Motel in Roy. It was believed that the suspect was in the motel room and officers waited for some time to see if he would leave. The suspect had an arrest warrant and officers eventually knocked and the suspect was taken into custody. He confessed to stealing 3 vehicles and being involved in a high speed pursuit with the highway patrol several nights ago.

Sgt. Jones responded on a vehicle burglary at Conoco where a woman left her purse in her vehicle while paying for gas inside the store. A vehicle pulled up and stole her purse later ditching the purse in the Target parking lot. Sgt. Jones was able to find the suspect vehicle in Ogden and also located the suspect in an apartment. He interviewed him and was able to get a confession from him. The suspect was booked into jail for vehicle burglary.

Officers responded to Gordman's on a retail theft. The suspect ran from the store and was pursued by employees. The suspect jumped a fence in the area of I-84 and employees lost sight of him. Officer Atkinson searched for the suspect in the neighborhoods around Golden Spike Park. He spoke with several citizens and while doing so he observed the suspect hiding in a backyard. The

suspect attempted to run again, but was stopped and taken into custody. He was booked into jail for retail theft.

Officer Bingham and Clark located two suspects at the Motel 6 who were not registered to the room they were in and both had warrants. Both individuals gave false information about their identities. The female suspect was taken into custody. They attempted to arrest the male suspect and he ran. They chased the male on foot around the motel. Officer Bingham tackled him and a fight ensued. They were eventually able to get him handcuffed. The female was extremely uncooperative and fought with corrections officers at the jail. Both were booked for warrants and the male was booked for avoiding apprehension and interfering with an arrest.

Officer McBride and Officer Peterson responded to Walmart on report of a male who was in the store that smelled like marijuana and offered to sell marijuana to one of the loss prevention officers. The male suspect was located at the back of the store and when officers attempted to speak with him he gave a false name, he then took off running. Officers chased him through the store as he threw multiple items off the shelves at officers and also threw shopping carts in their path. Officers tackled the suspect at the front doors of the store and took him into custody. The suspect had marijuana and meth in his pockets. He also was a wanted parole fugitive and had several warrants for his arrest. The suspect created quite a scene in the store with his use of profanity and his actions. No officers or citizens were hurt during the incident.

Officers responded to McDonalds on a grenade that had been located in their garbage can.

Officers learned that an employee had found the grenade in the gutter, picked it up and threw it in the garbage. Upon inspection of the grenade it was difficult to tell whether it could be real or not. The area was contained until a member of the bomb squad arrived to get a better look at the device. It was determined that it was not a real grenade and the item was removed from the trash and disposed of.

Investigations

Detectives investigated an insufficient funds case. Detectives were unable to locate the suspect.

There are multiple agencies with similar cases. A warrant was issued for the suspect.

Detectives investigated a return fraud. The suspect selected an item from electronics and returned it at the service desk without paying for it. He was located at the Weber County Jail and interviewed. He admitted to the theft and was charged.

Detectives investigated a case involving a stolen car. The vehicle was recovered at a local motel. The suspected driver was registered to a room at the motel. Detectives and patrol officers knocked on the door and ordered the suspect out of the room. He was taken into custody and interviewed. He admitted to the theft and possession of the vehicle.

Detective investigated a theft by deception. A female suspect pawned an item that was reported stolen. The suspect was located and agreed to pay the pawn shop back. She failed and a warrant has been issued for her arrest.

Detectives investigated numerous other shoplifting cases

Public Works Department:

Continued work with FEMA.

Continued work on Storage Buildings at Public Works Shop.

Worked on sewer line repair projects.

Worked on water tank painting project.

Worked on Storm Water Construction projects.

Worked on upcoming streets projects.

Continued work on Hayward Development.

Removed Christmas decorations.

Legal Services Department:

- Resolutions/Ordinances work–

- Legal work concerning - Lawsuit, Bike material, Pub works, Liens, Equip. maintenance, Pro tem, Hayward/Ford, Leins releases, Constables K, Bankruptcy, Anderson, Newly elected, Sober houses
- Legal research/review –
- Legal Department meetings/work –
- Planning commission review/ordin/mtgs/minutes
- Walk-ins/Police reviews/Public records requests/Court/Court screenings/Court filings/ Annual reviews
- Formal training attended-
- RSAC- Drug Court -
- Legal reviews of minutes/resolutions/ordinances

COURT MONTHLY REPORT

257 Total traffic cases	257 Total traffic cases for the year (Jan. to Dec.)
2 DUI	90 Moving violations
0 Reckless/DUI red.	131 Non-moving violations
30 License violations	4 Parking
	0 FTA
	0 Other

52 Total Misdemeanor cases	52 Total Misd. cases p/yr.
4 Assault	0 Ill. sale Alc.
25 Theft	0 Other liq. viol.
0 FTA	8 Contr. subst vio.
1 Public intox	0 Bad checks
	3 Dom. animal
	0 Wildlife
	0 Parks/rec.
	0 Planning zon./Fire/Health
	0 Dom. violence
	11 Other misd./infrac

294 Total cases disposed of this month 2186 Total number of cases disposed of for the year (July 2013 to Aug. 2014)

Small Claims Total number of cases for the year (Jan. 2013 to Dec. 2013) -- Filed=55
Settled/Dismissed=229

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

# CITATIONS BY AGENCY	YTD (Jul. 2013 to Aug. 2014)
Riverdale City 149	1056
UHP 100	831

MISC.	YTD (July 2013 to Aug. 2014)
Total Revenue collected \$52,538.08	\$ 414,790.66
Revenue Retained \$38,046.30	\$ 287,253.45
Warrant Revenue \$53,287.00	\$ 298,331.00
Issued warrants 80	444
Recalled warrants 79	585

RSAC MONTHLY REPORT

18 participants	170 drug tests given	o walked away/warrants issued
0 orientations	1 in jail/violations	1 ordered to inpatient
0 new participant monitoring till grad)	5 positive UA's/tests/dilutes	0 other (Phase 4
0 graduates	2 incentive gifts	
0 terminated/quit	10 spice tests given	

Alumni met at court to make binders for the program.

Code Enforcement January Parking Violations Report: **attached**

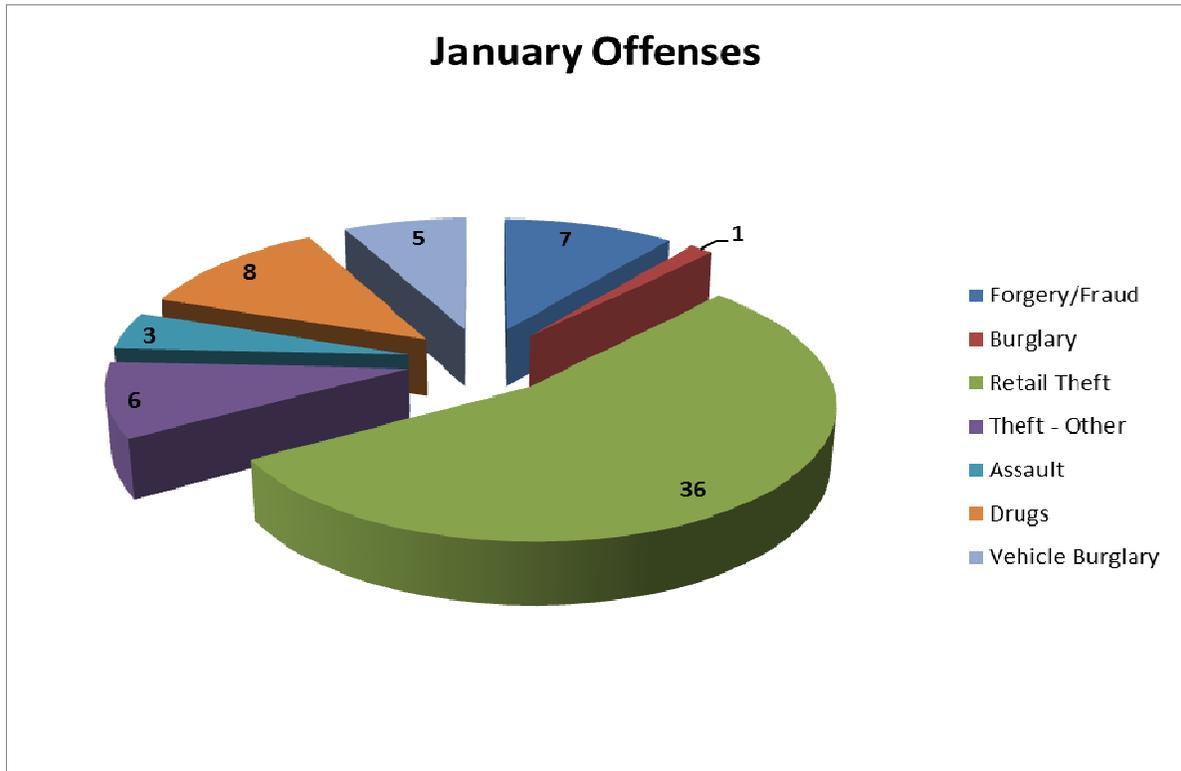
Community Development Department:

- All State Insurance Office: Final building inspection
- Blue Hills Dental: Plumbing and electrical follow-up inspection; ceiling inspection
- Title Max: Frame and final building inspection
- EZ Pawn: Final building and fire inspection; power clearance authorization
- Refuge Church: Underground plumbing and final building inspection
- Vapor Mania: Final building inspection
- Home inspections for various projects on residential lots
- RDA home loan inspections completed on residential lots
- House fire safety inspection completed by building official
- MIDA design review committee participation by department member
- Meeting with UDOT re: Partnering efforts for Riverdale Road expansion project
- Meeting with UDOT re: Preconstruction meeting for Riverdale Road expansion project
- Meeting with Jones Lang LaSalle representatives
- Meeting with Lance and Stephanie Howerton re: RDA efforts
- Meeting with Food Pantry representatives at Christian Heritage building
- Fire School training attendance by department member
- PEER Exchange seminar and training attendance by department member
- Code Enforcement activities outlined on the Fire Inspection/Code Enforcement report

Fire Inspection / Code Enforcement Report: **attached**

RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

January 2014
Report #11-1

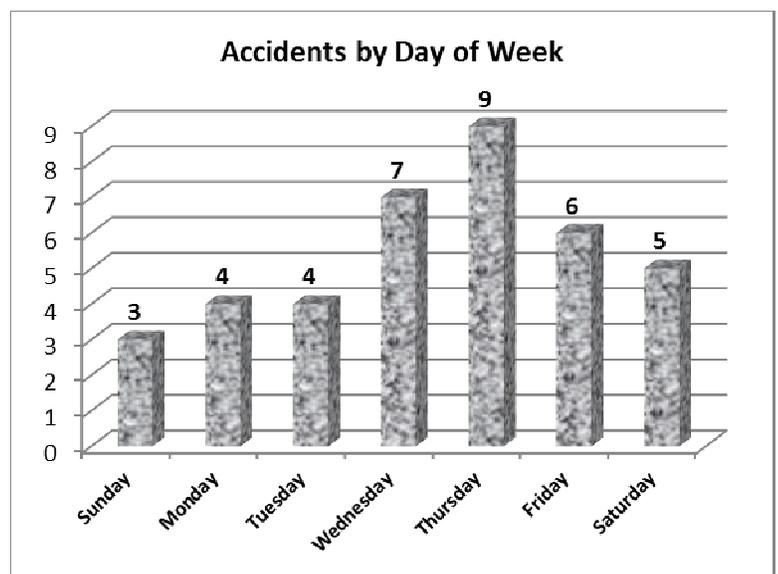


OFFENSES

There were **7** forgery/fraud cases reported throughout the month of January. There were **3** assaults, **13** Family Offenses, and **8** complaints involving drugs. There were **36** retail theft complaints reported in January, and **6** cases of theft from persons. There were **111** case reports generated for citizen assists, including civil cases, lost property complaints, disorderly conduct, juvenile problems, and reported suspicious activity.

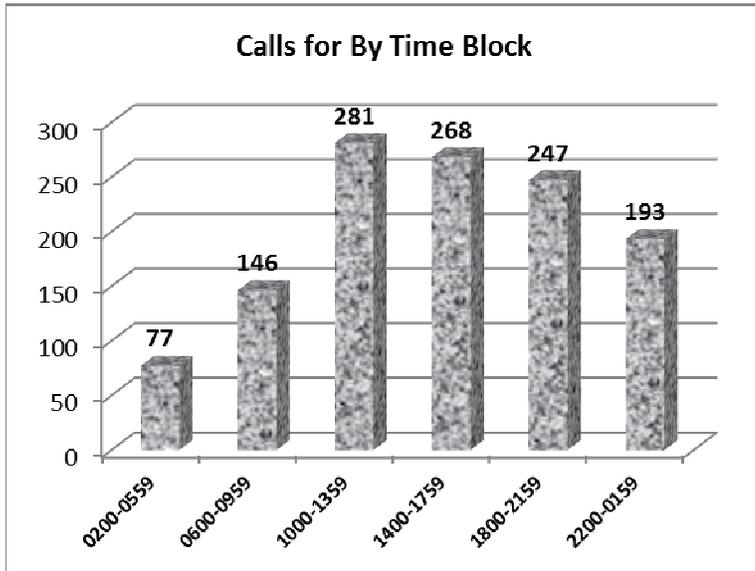
TRAFFIC ACCIDENTS

January traffic accidents included **9** non-serious accidents which involved minor damage, no injuries, and were not reported to the State. There were **29** accidents reported to the State due to damage totals, and/or injuries. Officers made **1** DUI arrest, and also issued citations for **48** moving violations, and **163** non moving violations.



RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

January 2014
Report #11-1

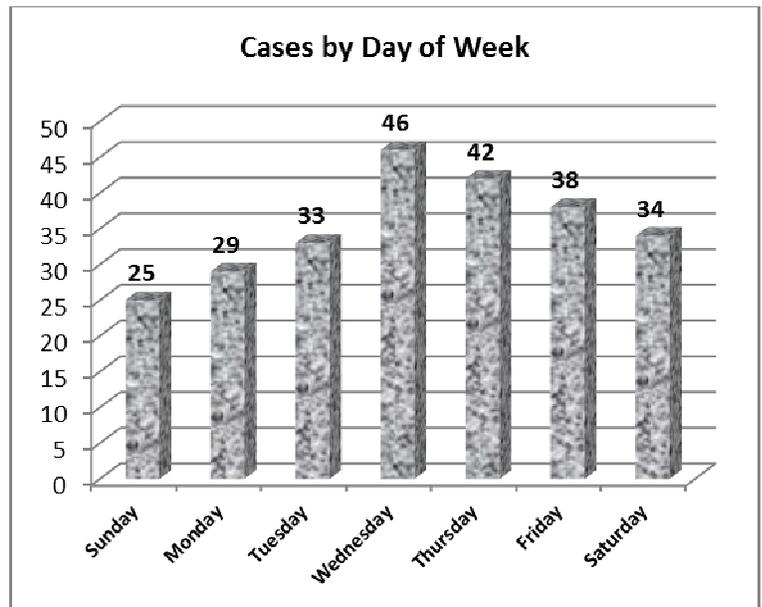


CALLS FOR SERVICE

There were **1212** calls for service during the month of January. There were **247** Case Reports written, **28** street checks conducted, and **4** noise ordinance violations reported. Officers had contact with **2** documented gang members throughout the month.

The number of case reports, shows the busiest days fairly consistent throughout the week. The busiest time of day for calls for service spikes between the hours of **1000-1800**, still remaining active later in the day than in previous months. The largest drop between **0200** and **0600** remains consistent with previous months.

There were **95** adults arrested for various crimes and violations throughout the city, and **5** juveniles referred to Juvenile Court.



The Investigations Division received **30** new cases assigned to them during January of 2014.

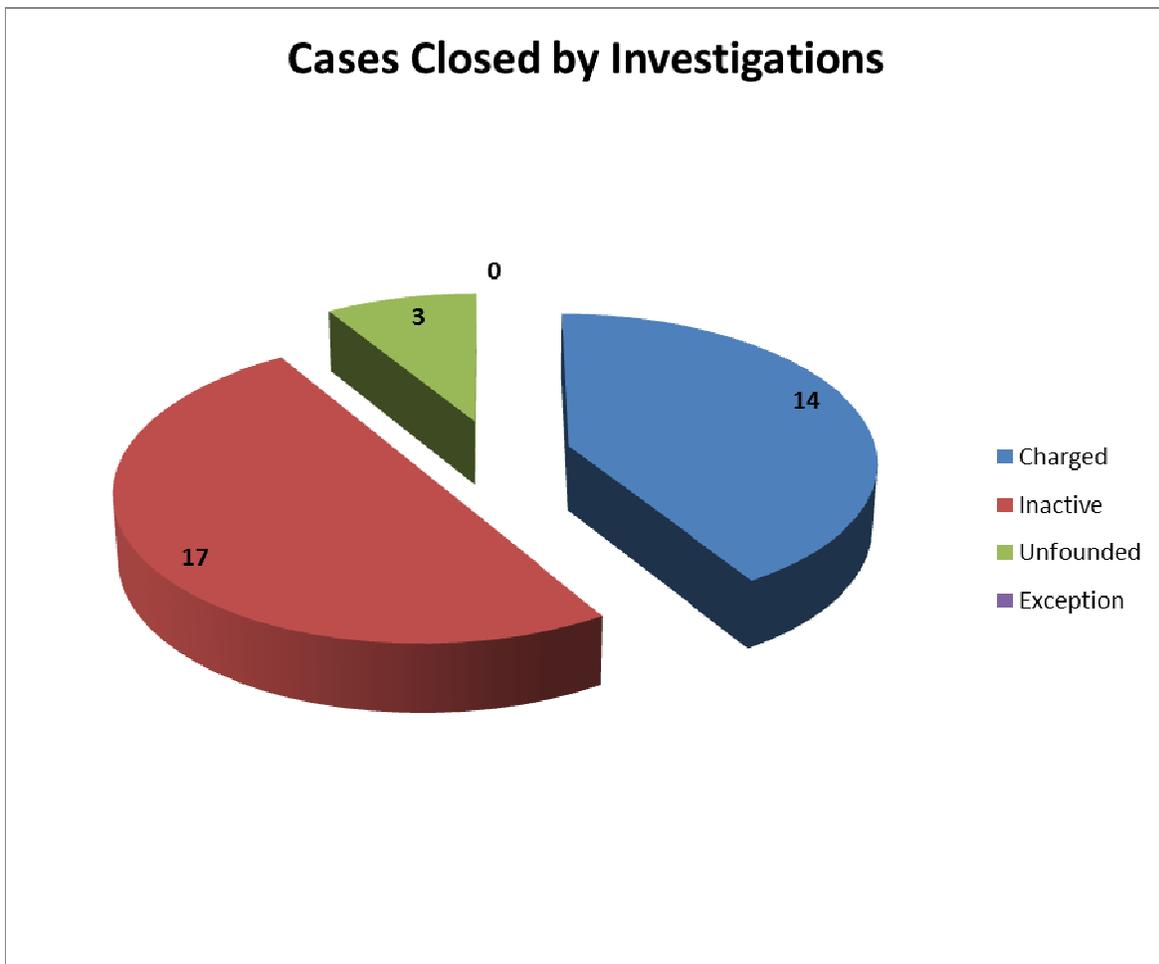
POLICE LINE - DO NOT CROSS

POLICE LINE - DO

FOR LAW ENFORCEMENT USE ONLY!

RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

January 2014
Report #11-1



Investigators closed **34** cases in January. These cases were closed as follows:

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

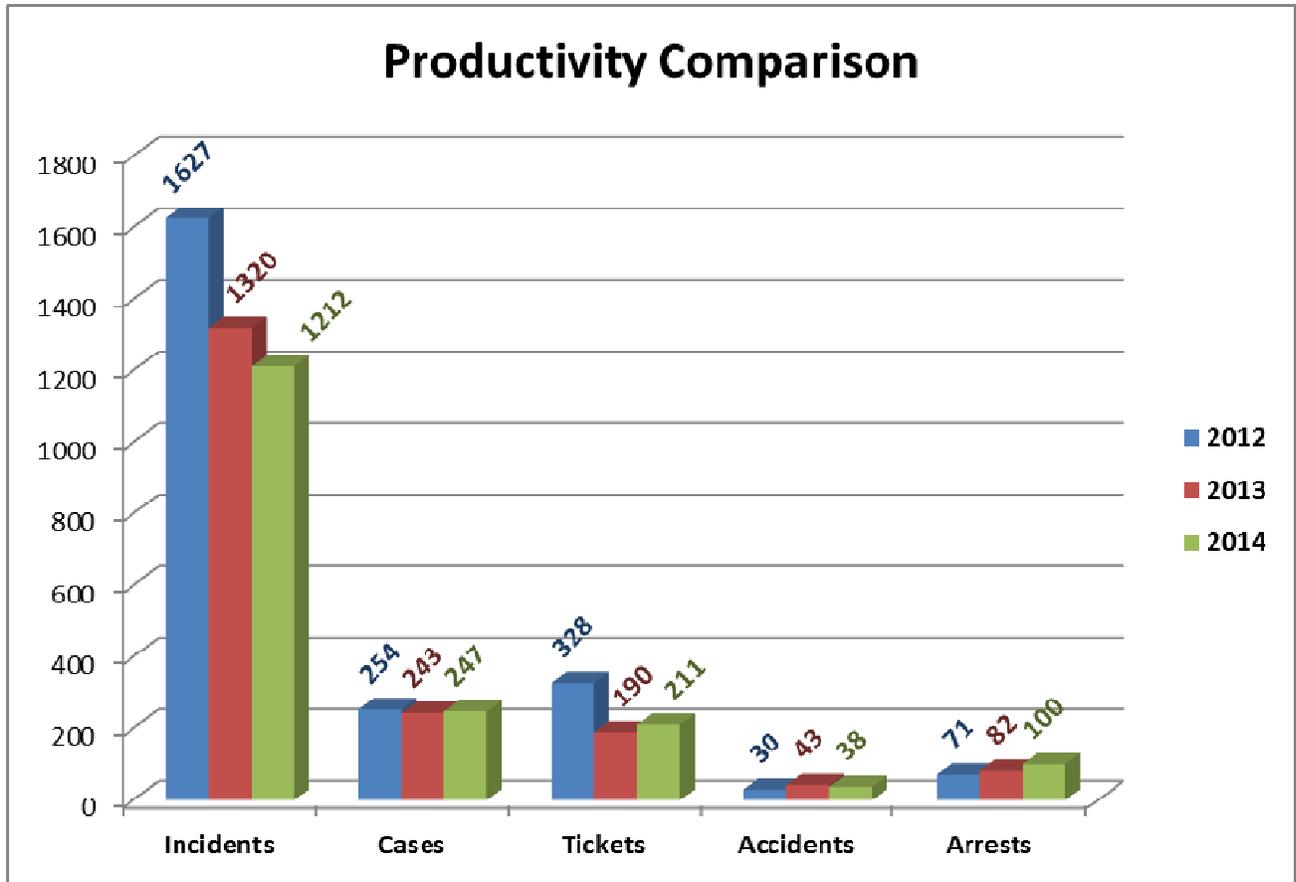
Of the individuals charged with a crime by investigations, **95** were adults, and **5** juvenile.

Investigators were able to recover \$1,132 worth of property this month, and restitution will likely be ordered through the courts on the cases where an arrest resulted.

RIVERDALE DEPARTMENT OF PUBLIC SAFETY CRIME BULLETIN

January 2014
Report #11-1

Chart shows departmental statistics for January 2012, 2013 and 2014.





Inspections done between 1/18/14 – 01/13/14

Shift A Captain Matt Hennessey

Inspections Completed	Passed	Failed	Shift Average
0	0	0	0 inspection in 4 weeks

Shift B Captain Bret Felter

Inspections Completed	Passed	Failed	Shift Average
55	47	8	14 inspections a week

Shift C Captain David Ermer

Inspections Completed	Passed	Failed	Shift Average
51	43	8	13 inspections a week

Randy Koger, Code Enforcement Officer

Inspections Completed	Reinspections	New Business Inspections	Shift Average
11	5	4	3 inspections a week

Total commercial businesses in Riverdale	Businesses that have passed their fire inspection	Businesses that need a re-inspection	% of completed fire inspections for 2014
270	141	16	52%

Inspection Date Scheduled	Occupancy Name	Inspection Shift	Inspection Passed
1/1/2014	Riverdale Fire Department	C	No
1/2/2014	CRICKET COMMUNICATIONS, INC.	C	Yes
1/2/2014	ARBYS 7798	C	Yes
1/2/2014	Turner Insurance Office	C	Yes
1/2/2014	Buffalo Wild Wings	C	No
1/2/2014	ROCKY MOUNTAIN CHRYSLER	C	No
1/2/2014	ANCORA PROPERTIES LLC	C	Yes
1/2/2014	RANCHWOOD APARTMENTS	C	Yes
1/2/2014	Burch Rentals	C	Yes
1/2/2014	LARSON 4 PLEX'S	C	Yes
1/2/2014	GKR RIV APTS LLC FOURPLEXS	C	Yes
1/7/2014	RIVERDALE BUSINESS CENTER LC	C	Yes
1/7/2014	R K WHOLESALERS INC	C	Yes
1/7/2014	DST RESTAURANT MANAGEMENT INC	C	Yes
1/7/2014	LUCIES SEAT COVERS	C	Yes
1/7/2014	LEWIS DEAN DRAPERY & BLINDS	C	Yes
1/7/2014	INFINITE CAD SOLUTIONS, INC.	C	Yes
1/7/2014	Insta Fire	C	Yes
1/7/2014	AUTO TRIM DESIGN OF NORTHERN UTAH	C	Yes
1/7/2014	BEST INTERLOCK	C	Yes
1/7/2014	THERAPEUTIC RELAXATION INC	C	Yes
1/7/2014	STATE FARM INSURANCE	C	Yes
1/7/2014	CARPET GIANT	C	Yes
1/7/2014	CROWN ELITE	C	No
1/7/2014	San Terra Construction	C	Yes
1/7/2014	HAIR HAVEN INC	C	Yes
1/7/2014	ALENA ALTERATIONS & TAILORING	C	Yes
1/7/2014	A-1 DRIVING SCHOOLS INC	C	Yes
1/7/2014	LOST IN STITCHES	C	Yes
1/7/2014	B & L CUSTOM COMPUTERS	C	Yes
1/13/2014	GOLDEN SPIKE HARLEY-DAVIDSON	C	Yes
1/13/2014	Ogden Bay Realty	C	Yes
1/13/2014	WELLS FARGO BANK	C	Yes
1/13/2014	CUMMINS-ALLISON CORP	C	Yes
1/13/2014	AUTOMATED BUSINESS PRODUCTS	C	Yes
1/13/2014	ENTERPRISE RENT A CAR OF UTAH	C	Yes
1/13/2014	L-3 COMMUNICATIONS LINK SIMULATION & TRA	C	Yes
1/13/2014	FRANKIE'S	C	Yes
1/13/2014	REBEL ENTERPRISES INVESTMENT	C	Yes
1/14/2014	MAKA BEAUTY SYSTEMS	C	No
1/14/2014	Riverdale City Community Center	C	No
1/14/2014	Riverdale City Senior Center	C	No
1/14/2014	Access Home Care	C	Yes
1/14/2014	BAJIO	C	Yes
1/14/2014	Chrysalis	C	Yes

1/14/2014	FEDERAL EXPRESS CORPORATION	C	Yes
1/14/2014	Game Stop	C	Yes
1/14/2014	Gentiva	C	Yes
1/14/2014	GREAT CLIPS IJENICK INC DBA	C	Yes
1/14/2014	IHC	C	Yes
1/14/2014	Monarch Dental	C	Yes
1/14/2014	RON'S AUTOMOTIVE (RENTAL)	C	Yes
1/14/2014	RON'S AUTOMOTIVE INC	C	Yes
1/14/2014	RON'S AUTOMOTIVE INC	C	Yes
1/14/2014	Spherion	C	Yes
1/14/2014	Sprint	C	Yes
1/14/2014	STARBUCKS COFFEE #2920	C	Yes
1/14/2014	URBAN TRENDZ SALON & SPA	C	Yes
1/16/2014	EASY PAWN		Yes
1/20/2014	CASH AMERICA INC OF UTAH	C	No
1/20/2014	Aaron's	C	Yes
1/20/2014	ASAP AUTOMOTIVE WAREHOUSE, RIVERDALE, IN	C	Yes
1/20/2014	DDR Riverdale North	C	Yes
1/20/2014	DDR Riverdale North	C	Yes
1/20/2014	FOUR SISTERS FURN & CUST FRAME	C	Yes
1/20/2014	GOOD EARTH	C	Yes
1/20/2014	LA Nails	C	Yes
1/20/2014	Miracle Ear	C	Yes
1/20/2014	OFFICE MAX INC 76	C	Yes
1/20/2014	PERMANENT COSMETIC PLACE	C	Yes
1/20/2014	RIVER PRINTING CO	C	Yes
1/20/2014	Rocky Mountain Lighting	C	Yes
1/20/2014	SALLY BEAUTY SUPPLY, LLC 1686	C	Yes
1/20/2014	SPORTS AUTHORITY	C	Yes
1/20/2014	Subway	C	Yes
1/20/2014	TILE FOR LESS	C	Yes
1/20/2014	UTAH MOTORCYCLE ASSOCIATION	C	Yes
1/20/2014	W OF H OF NEW YORK INC DBA WENDY'S	C	Yes
1/22/2014	TITLE MAX OF UTAH	FI41	No
1/23/2014	DESERET BOOK COMPANY	B	Yes
1/23/2014	EMBELLISH SALON	B	Yes
1/23/2014	FAMOUS FOOTWEAR #2692	B	Yes
1/23/2014	LANE BRYANT #4711, LLC	B	Yes
1/23/2014	MAURICES #1665	B	Yes
1/23/2014	PETCO 498	B	Yes
1/23/2014	SALON CENTRIC	B	Yes
1/23/2014	T-MOBILE WEST CORPORATION	B	Yes
1/23/2014	Allstate	FI41	No
1/23/2014	The Refuge Church	FI41	No
1/30/2014	Audibel Hearing Center	B	No
1/30/2014	Mattress Firm	B	No
1/30/2014	MICHAELS STORES INC #2866	B	No

1/30/2014	SEAGULL BOOK & TAPE INC	B	No
1/30/2014	Sport Clips	B	No
1/30/2014	CARTER'S	B	Yes
1/30/2014	GIRL SCOUTS OF UTAH, NORTHERN UT SVC CTR	B	Yes
1/30/2014	OLD NAVY #3476	B	Yes
1/30/2014	T J MAXX #1098	B	Yes
1/30/2014	ULTA SALON COSMETICS & FRAGRANCE, INC.	B	Yes
1/30/2014	The Refuge Church	FI41	No
1/30/2014	The Refuge Church	FI41	No
1/30/2014	Vaper Mania	FI41	No
1/31/2014	Vaper Mania		No
1/31/2014	CHAMPION MEATS INC	C	No
1/31/2014	GIBBYS GREENHOUSE	C	Yes
1/31/2014	MY BUSINESS	C	Yes
1/31/2014	STEP BY STEP DAY CARE & LEARNING	C	Yes
1/31/2014	The Refuge Church	FI41	No
2/5/2014	Rue 21	B	No
2/5/2014	Zurchers	B	No
2/5/2014	BABIES R US	B	Yes
2/5/2014	Batteries Plus Bulbs	B	Yes
2/5/2014	BED BATH & BEYOND 783	B	Yes
2/5/2014	BURGER KING 2228	B	Yes
2/5/2014	Chick-Fil-A	B	Yes
2/5/2014	Costa Vida	B	Yes
2/5/2014	Crazy 8	B	Yes
2/5/2014	DRESS BARN #1056	B	Yes
2/5/2014	Firehouse Subs	B	Yes
2/5/2014	GAP	B	Yes
2/5/2014	GOODWOOD BARBECUE COMPANY	B	Yes
2/5/2014	HANCOCK FABRICS #1420	B	Yes
2/5/2014	JUSTICE STORE #897	B	Yes
2/5/2014	Main One Financial	B	Yes
2/5/2014	MEN'S WAREHOUSE	B	Yes
2/5/2014	Noodles and Co.	B	Yes
2/5/2014	RUMBI ISLAND GRILL	B	Yes
2/5/2014	Seven Eleven	B	Yes
2/5/2014	STOR N LOCK PARTNERS RIVERDALE LTD	B	Yes
2/5/2014	THE CHILDREN'S PLACE #4060	B	Yes
2/5/2014	Zupas	B	Yes
2/6/2014	CROWN ELITE	C	No
2/6/2014	KEN GARFF OGDEN LLC	C	No
2/6/2014	ROCKY MOUNTAIN CHRYSLER	C	No
2/6/2014	Buffalo Wild Wings	C	Yes
2/6/2014	CONNECT2KIDS	C	Yes
2/6/2014	KEN GARFF HONDA & USED CARS RIVERDALE	C	Yes
2/6/2014	MOUNTAIN VIEW SALT LAKE LP	C	Yes
2/6/2014	PETERSEN MARINE	C	Yes

2/6/2014	Riverdale City Community Center	C	Yes
2/6/2014	Riverdale City Senior Center	C	Yes
2/6/2014	Riverdale Fire Department	C	Yes
2/6/2014	STEPHENS, BYRON	C	Yes
2/6/2014	AMERICA FIRST CREDIT UNION (OP CNTR)	FI41	No
2/7/2014	CASH AMERICA INC OF UTAH	C	No
2/7/2014	MOTEL 6 #1082	C	No
2/7/2014	Riverdale City Police Department	C	No
2/7/2014	ARACELY'S CHILD CARE	C	Yes
2/7/2014	Just Kidding Preschool	C	Yes
2/7/2014	Riverdale City Office	C	Yes
2/7/2014	Riverdale City Public Works	C	Yes
2/7/2014	SANDERS BRINE SHRIMP CO LC	C	Yes
2/7/2014	TAMMYS DAYCARE	C	Yes
2/7/2014	AMERICA FIRST CREDIT UNION (OP CNTR)	FI41	No
2/7/2014	AMERICA FIRST CREDIT UNION (OP CNTR)	FI41	No
2/11/2014	RIVERDALE RESTAURANT VENTURES, LLC	B	No
2/11/2014	American Title Loan	B	Yes
2/11/2014	BEST BURGER	B	Yes
2/11/2014	CORNERSTONE CHIROPRACTIC	B	Yes
2/11/2014	EZ LOAN SERVICES	B	Yes
2/11/2014	GRAY WHALE	B	Yes
2/11/2014	In N Out Burger	B	Yes
2/11/2014	National Guard Recruiting	B	Yes
2/11/2014	NICKELCADE INC	B	Yes
2/11/2014	PCLAPTOPS LLC	B	Yes
2/11/2014	R & S Mattress	B	Yes
2/11/2014	ROSS DRESS FOR LESS #504	B	Yes
2/11/2014	STAPLES THE OFFICE SUPERSTORE 703	B	Yes
2/11/2014	TRULY NOLEN PEST CONTROL	B	Yes
2/12/2014	AVANTE' PHOTOGRAPHY	C	Yes
2/12/2014	CASH AMERICA INC OF UTAH	C	Yes
2/12/2014	Castle of Chaos	C	Yes
2/12/2014	CHAMPION MEATS INC	C	Yes
2/12/2014	CROWN ELITE	C	Yes
2/12/2014	Crown Elite Warehouse	C	Yes
2/12/2014	ROCKY MOUNTAIN CHRYSLER	C	Yes

Code Enforcement

January Parking Violations

20-000151	Parked In Handicap Zone
20-000152	Parked In Handicap Zone/Exp Placard
20-000153	Parked In Handicap Zone
20-000154	Parked In Handicap Zone
20-000155	Parked In Hadicap Zone
20-000156	Parked In Hadicap Zone
20-000157	Parked In Hadicap Zone
20-000158	Parked In Hadicap Zone/Decal Violation
20-000159	Parked In Hadicap Zone
20-000160	Parked In Hadicap Zone
20-000161	Parked In Hadicap Zone
20-000170	Parked In Hadicap Zone
20-000072	Parked In Hadicap Zone
20-000073	Parked In Hadicap Zone
20-000074	Parked In Hadicap Zone
20-000075	Parked In Hadicap Zone

Case Detail Report

01/01/2014 - 2/14/2014

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
4069 S 600 W	91	2/12/2014	ANGEL SIMMONS	4069 S 600 W	RCC 4-5 7-1-1	OPEN		Dumpster blocking sidewalk.

Violations

Violation	Notes
	Dumpster blocking sidewalk.

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
5567 S 1200 W TRUST	90	2/6/2014	5567 S 1200 W TRUST	7109 S HIGHLAND DR # 201	7-1-1, RCC 4-5 7-1-1	OPEN		Car Obstructing sidewalk

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
5571 S 1200 W	89	2/6/2014	Ryan D & Megan Jo Smith	5571 S 1200 W	7-1-1	OPEN		Tree limbs

Violations

Violation	Notes
	Tree limbs.

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
5572 S 1200 W	88	2/6/2014	Corey Vandenberg	5572 S 1200 W	7-1-1	CLOSED	2/12/2014	Snow and tree limbs obstructing sidewalk.

Violations

Violation	Notes
	Snow and tree

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
5554 S 1200 W	87	2/12/2014	Alford & Dawnelle Overton	5554 S 1200 W	RCC 4-5-3(B)(31)&RCC 4-5-3(B)(13)	OPEN		Vehicle parked on lawn.Accumulation Of Junk

Violations

Violation	Notes
	Vehicle parked

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
5529 S 1200 W	86	2/6/2014	Dale E & Rebecca Arave	5529 S 1200 W	RCC 4-5-3(B)(31)	OPEN		Parking On Landscaping

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
1178 W 5150 S	85	2/3/2014	TUCKER, TAB	5945 S 1050 E	RCC 4-5 7-1-1 B 2 7-1-1:	CLOSED	2/6/2014	OBSTRUCTION S GENERAL REGULATIONS (VEHICLE)

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
4752 S 575 W	84	2/3/2014	CMK INVESTMENTS LLC	4752 S 575 W	41-6a-1402	CLOSED	2/10/2014	Stopping or parking on roadways -- Angle parking

Violations

Violation	Notes
	41-6a-1402.

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
4538 S 1150 W	83	1/28/2014	Alex & Dorothy Carlsen % Robert A Carlsen	577 W 5025 S	UCC Ref.: RCC 4-5-3(B) (21)	CLOSED	2/4/2014	Abandoned Vehicles

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
985 W 4400 S	82	1/28/2014	Ross, Janene	259 E 4450 S	RCC 4-5-3(B)(31)	OPEN		Motorhome and boat parked not parked on hard surface.

Violations

Violation	Notes

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
639 W 3750 S	81	1/28/2014	Chad & Kara Milligan	639 W 3750 S	UCC Ref.: RCC 4-5-3(B) (21)	CLOSED	2/10/2014	Truck on blocks

Violations

Violation	Notes
	Truck on

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
1011 W 4600 S	80	1/28/2014	WILLIAM L & ROBIN H PARENT	1011 W 4600 S	RCC 4-5-3(B)(13)	OPEN		Accumulation of junk in carport.

Violations

Violation	Notes

Accumulation

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
4580 S 1025 W	79	1/28/2014	HOMESAVE LLC	1042 S ANGEL ST	UCC Ref.: RCC 4-5-3(B) (21) & RCC 4-5-3(B)(29)	CLOSED	2/10/2014	Abandoned Vehicles Dangerous Conditions

Violations

Violation	Notes
002: Closed	
002: Closed	Fluids leaking

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
4189 S 300 W	78	1/22/2014	VALLEY WEST DNS MANAGMENT	4189 S 300 W STE 13	RCC 4-5-4(B)(6)	OPEN		Snow and ice

Violations

Violation	Notes
001: Open	Snow and ice

Site Address	Case #	Case Date	Owner Name	Owner Address	Code	Status	Closed Date	Description
1055 W Riverdale Road	77	1/7/2014	SALT LAKE CITY RETAIL & CONVENIENCE LLC	420 S KEELER AVE	7-11	CLOSED		snow, ice and obstructions

Violations

Violation	Notes

Total Records: 15

2/14/2014



COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT
February 14, 2014



EZ Pawn has opened for business at 4068 S. Riverdale Road.



Allstate Insurance Company has opened their office in the 1140 W. Riverdale Road strip mall.



Titlemax is now open in the 1140 W. Riverdale Road strip mall.



Blue Hills Dental will open an office at 4115 S. Riverdale Road.



Vapor-Mania is planning to open a store at 1063 W. Riverdale Road.



**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: E2b

- SUBJECT:** City Administrator's Report
- c. Employee Recognition of staff whose anniversaries fall in the month of February
 - i. Nolan Geilmann, 15 years
 - ii. Joel Pippin, 10 years
 - iii: Der Rell Slagowski, 5 years

ACTION REQUESTED BY PETITIONER: Information only

INFORMATION: [Employee Recognition of staff with anniversaries in February](#)

[BACK TO AGENDA](#)

Employee Recognition – February 2014 Anniversaries

Years	Employee		Department
15	Nolan Geilmann		Police
13	Michael Albee		Fire
10	Joel Pippin		Police
8	Jamie Boots		Police
7	Ben Jensen		Police
5	DerRell Slagowski		Sr. Center Cook

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014
AGENDA ITEM: E2c**

SUBJECT: City Administrator's Report
c. Staffing Authorization Plan

ACTION REQUESTED BY PETITIONER: Information Only

INFORMATION: [Staffing Authorization Plan](#)

[BACK TO AGENDA](#)



Riverdale City

Staffing Authorization Plan

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

As of January 31, 2014		
<i>Department</i>	<i>FTE Authorization</i>	<i>FTE Actual</i>
City Administration	3.00	3.00
Legal Services	5.00	5.00
Community Development	3.00	3.00
Bus Admin - Civic Center	5.25	5.25
Bus Admin - Comm Services	8.50	7.75
Public Works	11.00	11.00
Police	22.75	22.75
Fire	15.50	15.25
Total	74.00	73.00

Staffing Reconciliation - Authorized to Actual		
<i>Department</i>	<i>FTE Variance</i>	<i>Explanation</i>
Legal Services	0.00	
Bus Admin - Civic Center	0.00	
Community Development	0.00	
Bus Admin - Comm Services	(0.75)	PT workers not filled
Bus Admin - Civ Ctr	0.00	
Public Works	0.00	
Police	0.00	
Fire	(0.25)	
Totals	(1.00)	Staffing under authorization

Actual Full Time Employees	57.00
Actual Part Time Employees	47.00
Seasonal	0.00

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: E3

SUBJECT: Recorder's Report

ACTION REQUESTED BY PETITIONER: Information only.

INFORMATION: Opportunity for the City Recorder to present any updates or information on follow-up issues to the Council, Mayor, and staff.

PENDING ISSUES OR PROJECTS

First	Last	Who	Issue	Further
		<i>City Admin</i>	List of tabled City Council items.	• Attached

[BACK TO AGENDA](#)



TABLED ITEMS
RIVERDALE CITY COUNCIL
February 18, 2014

RESOLUTIONS AND COUNCIL AGENDA ACTION ITEMS

Date	Item	Action
	None.	

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: F1

SUBJECT: Consideration of meeting minutes from:
February 4, 2014 City Council Work Session
February 4, 2014 City Council Regular Session
February 11, 2014 City Council Special Session

PETITIONER: City Recorder

ACTION REQUESTED BY PETITIONER: Approve Minutes

INFORMATION: See attached minutes as follows:

[February 4, 2014 City Council Work Session](#)

[February 4, 2014 City Council Regular Session](#)

[February 11, 2014 City Council Special Session](#)

[BACK TO AGENDA](#)



Minutes of the **Work Session** of the **Riverdale City Council of Riverdale City** held Tuesday, **February 4, 2014** at 5:30 PM at the Riverdale Civic Center, 4600 South Weber River Drive.

Members Present: Norm Searle, Mayor
Michael Staten, Councilor
Braden Mitchell, Councilor
Don Hunt, Councilor
Brent Ellis, Councilor
Gary Griffiths, Councilor

Others Present: Larry Hansen, City Administrator; Steve Brooks, City Attorney; Michael Eggett, Community Development Director; Ember Herrick, City Recorder and one member of the public Duncan Murray.

Mayor Searle welcomed the Council members stating for the record that all were in attendance and he asked Councilor Ellis to lead the pledge of allegiance and offered his condolences at the passing of his mother Ardis Ellis.

Mayor Searle asked for any corrections to the previous meeting minutes and none were noted. He said three Riverdale residents expressed interest in serving on Riverdale's Planning Commission Cody Hansen, Alan Arnold, and Rob Wingfield and he said he is nominating Cody Hansen for two years to finish Council's Ellis' term on the Planning Commission. Mayor Searle said several attempts were made to contact and interview Mr. Wingfield and when staff finally did hear back from him he explained he had been ill but would like to be considered when there is another opening. Mayor Searle said during Cody's campaign for Council he was impressed with his ideas and attendance at city meetings and he said he believes Cody has the best interest of the city at heart and there shouldn't be a perceived conflict of interest now that his father City Administrator Larry Hansen is retiring. Mayor Searle said he did not confer with Mr. Hansen in making this decision and Mr. Hansen confirmed he had not been consulted but said he is confident his son will serve well on the Planning Commission because he has loved politics since he served on Riverdale's Youth City Council as a teenager. Mr. Hansen announced he and his wife have submitted their papers to serve an LDS mission and anticipate leaving in the next six months. Mayor Searle asked the Council to approve his nomination of Cody Hansen during the public meeting and he thanked the Council for their recommendations of other residents to consider in the future.

Community Development Director Michael Staten said on tonight's agenda are two proposed amendments to Riverdale's Title 10 adding a definition for consumer loans that aren't FDIC insured to distinguish businesses like a recent application from TitleMax from banks and credit unions and limit the number that can locate in Riverdale. Councilor Staten asked how TitleMax's application will be impacted and Mr. Eggett said

this proposed code change won't be retroactive and will only limit consumer loan companies that want to come to Riverdale in the future. Councilor Hunt said he saw a recent news story that claimed some banks that operate in Utah and are FDIC insured offer consumer loans that charge interest in excess of 500%. He said Riverdale shouldn't penalize financial establishments that aren't FDIC insured if banks are participating in the same predatory lending practices. Mr. Hansen said the FDIC or the State of Utah Department of Financial Institutions regulates Federal and State insured financial institutions and most of the problems surfacing have been with less regulated lenders. He said most FDIC insured banks use risk based lending scoring to determine the amount of interest they can charge on a loan and he said the purpose of Riverdale's special regulations clause is to limit how many of these businesses can operate in the city at one time. Mr. Hansen said Riverdale has several vacant strip malls and is also close to Hill Air Force Base making surrounding communities a magnet for pawn shops, payday loan, check cashing and consumer loan companies. Councilor Mitchell asked if the numbers of these types of businesses is monitored by staff and the city recorder confirmed she created a list and consults it when new business licenses applications are received. Mr. Eggett said with the addition of TitleMax Riverdale will be at its limit in all four categories and no new payday loan, check cashing, consumer loan, title loan, gold buyers or pawnshops will be allowed until an existing business closes.

Mr. Eggett said the second proposed amendment to Title 10 will change Riverdale's definition of a family from three to four to comply with Utah State Code. Councilor Ellis confirmed with City Attorney Steve Brooks that Riverdale City ordinances must conform to state code.

Mr. Eggett said the third item on the agenda is proposed amendments to the Introduction Section of Riverdale's General Plan. He said staff has been working with the Planning Commission for over a year to update Riverdale's General Plan and after tonight only the zoning section remains. He said following a public hearing the Planning Commission did not have any additional changes and the draft included in the Council packet has a favorable recommendation for adoption from the Planning Commission. Mr. Eggett said his comments included in the margins are notations for staff to consider revising some of the maps in the General Plan as new information is available in the future.

Mr. Brooks said the last item on the agenda Ordinance 852 will clarify the Council's practice of appointing a Mayor Pro-Tempore after each municipal election and will set the limit of that appointment at two years, or another time limit at the Council's discretion. Councilor Staten asked Councilor Hunt if he has a desire to serve another term as Mayor Pro-Tempore and Mr. Hunt said that he does and Mr. Brooks said the appointment will need to be noticed on an agenda before the Council acts on it at their next meeting.

Mayor Searle said he donated the \$257 he was paid for serving on the Central Weber Sewer Improvement District Board of Trustees in January to the Riverdale Veteran's fund and he welcomed suggestions from Council members for other local charities that could benefit from his donations from serving on the board in the future.

Councilor Griffiths asked when the Riverdale Senior Center Board meets and Mayor Searle said they meet quarterly on a Monday morning at 11 a.m. and he said he gave the Board's Chairman John Christensen Councilor Griffiths' contact info.

There being no further business to discuss, the Council adjourned at 5:57 p.m. to convene their regular session.

February 18, 2014

Attest:

Norm Searle, Mayor

Ember Herrick, City Recorder

DRAFT



**RIVERDALE CITY COUNCIL AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY –FEBRUARY 4, 2014**

Minutes of the **Regular Meeting** of the **Riverdale City Council** held Tuesday, **February 4, 2014** at 6:02 PM at the Riverdale Civic Center, 4600 South Weber River Drive.

Members Present: Norm Searle, Mayor
Michael Staten, Councilor
Braden Mitchell, Councilor
Don Hunt, Councilor
Brent Ellis, Councilor
Gary Griffiths, Councilor

Others Present: Larry Hansen, City Administrator; Steve Brooks, City Attorney;
Michael Eggett, Community Development Director; Dave Hansen,
Police Chief; Ember Herrick, City Recorder and six members of
the public including David Leahy, Chuck Kerkvliet, Doug
Peterson, Duncan Murray, Bethany Michaels and Alexandros
Koloveas

A. Welcome & Roll Call

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

B. Pledge of Allegiance

Councilor Ellis led the Pledge of Allegiance.

C. Moment of Silence

Mayor Searle read the quote “most people are as happy as they make up their minds to be” from Abraham Lincoln and said within all of us is the power to choose whether or not to be happy. Mayor Searle’s quote was followed by a moment of silence when he asked everyone to remember our police officers, fire fighters, and U.S. military service members.

D. Open Communications

Mayor Searle invited any member of the public with questions or concerns to address the Council for approximately three minutes.

Bonneville High School students Bethany Michaels and Alexandros Koloveas said they have been working on a school project to encourage entrepreneurship and wanted to share some of their ideas on how government can support start ups with the Mayor and Council. Ms. Michaels said offering small business loans to start ups with credible business plans and encouraging business schools in the community could foster new innovation. Mr. Koloveas said the city could also offer sales tax deductions to new businesses. City Administrator Larry Hansen said Riverdale City’s commercial district is the lifeblood of the community and he encouraged the students to research the non-profit association SCORE where retired executives mentor new business owners and help startups secure funding. Councilor Hunt

said becoming an entrepreneur is difficult and he admires individuals that help create jobs. He commended the students on their project.

E. Presentations and Reports

Mayor Searle said on January 29, 2014 he and two other adults attended the Local Officials' Day at the State Legislature with 15 members of Riverdale's Youth City Council. Mayor Searle said new technology in public schools was debated and a motivational speaker talked about how he had overcome physical limitations to win an NCAA wrestling championship. He said it was a fun and informative day and he commended the local participants and the Utah League of Cities and Towns for hosting the event.

Mayor Searle said the public is invited to attend a Town Hall Meeting Wednesday February 12, 2014 at 8 p.m. at the Riverdale Senior Center address 4433 S. 900 W. where Governor Herbert and local Representative Brad Dee will be speaking. He said the Riverdale Substance Abuse Court (RSAC) graduation is scheduled for Thursday, February 5, 2014 and he invited anyone with interest to attend.

There were no questions about the Recorder's Report or the Community Development Report.

Councilor Staten gave a presentation on the Riverdale Bicycle and Pedestrian Transportation Plan which he said was created using the state of Utah's guide by a lay committee of six residents that met twice a month. He said he served on the committee and volunteered his time and expertise to create the plan to save the city the cost of hiring a consultant. According to Councilor Staten, he would like to see the committee's plan and recommendations incorporated into the transportation section of Riverdale City's General Plan to give the city leverage to negotiate with Wasatch Front Regional Council (WFRC), Weber County, and the Utah Department of Transportation (UDOT) when these agencies are doing work on Riverdale streets. Councilor Staten said he would also like to see the committee's work continue in an advisory role to staff, but the last direction from Council was that the committee be disbanded at completion of the plan with staff using the document for guidance as road work is completed throughout the city.

Councilor Staten referenced a map of proposed projects created from a modified WFRC map identifying the safest routes for cyclists and pedestrians to get around town. Councilor Staten discussed a list of projects organized by priority that the committee had identified including each project's estimated cost and he said bike education and public outreach are also important. According to Councilor Staten, in the previous fiscal year Riverdale's Council authorized the expenditure of \$15,000 to stripe bike lanes and signage on 4400 South and 700 West between 4400 South and 4600 South. He said bike lanes benefit the entire community as a traffic calming measure as well as creating a path for cyclists to use and he said signs and pavement markings on existing streets can help make roads safer for everyone.

Councilor Staten talked about what percentage of the community experts estimate will use bike amenities if they are established in a community and the difference between

class one, two, and three road projects. He referenced the network plan which outlines access to recreation areas and schools and helps cyclists travel between neighboring cities and said Riverdale has accomplished a lot and is ahead of many neighboring cities.

Councilor Staten said he would also like the plan to be published on the city's website along with some online mapping tools so cyclists can plan bike trips through Riverdale. He said he would like cycling to be part of the Mayor's fitness initiative and for Riverdale's Police Department to enforce state cycling laws. Councilor Staten said outside funding could also be sought to fund some of the projects in the plan and he asked the Council members to familiarize themselves with the plan because they will determine what projects they want funded in the future. Councilor Griffiths asked if Public Works Director Shawn Douglas will review Councilor Staten's recommendations to implement into his capital projects plan. Mr. Hansen said Mr. Douglas and Community Development Director Michael Eggett will work together to identify projects they would like to see proceed and the Council will appropriate funding for initiatives they agree are in the best interest of Riverdale's 8,500 residents in future budgets. Councilor Staten said the plan can create value for the city long term if his proposed projects are implemented to create some positive publicity.

Councilor Hunt said wayfinding signs were criticized by Council previously but now he can see the value in the signs for individuals not familiar with Riverdale City. He told Councilor Staten the plan in its entirety can be overwhelming and he said projects will have a greater likelihood of being approved if they are considered in smaller pieces by the Council. Mayor Searle thanked Councilor Staten and the committee for their work on the plan and recommendations to improve Riverdale and said he is excited to see the completion of sidewalk along River Park Drive this year. Mayor Searle said he recently discussed widening the road under I-84 to make it more pedestrian and cycling friendly and UDOT representative Chris Peterson told staff the city would be responsible for funding the project estimated at over \$1 million. Mayor Searle said he will lobby Weber County's Transportation Committee and the mayors of Roy and Ogden to see if they would be willing to partner with Riverdale in funding this project and widening the overpass on 4400 South over I-15. There were no additional questions or comments.

F. Consent Items

Mayor Searle asked if there were any changes to the January 15, 2014 work session and regular Council meeting minutes and none were noted. He said the second item on the agenda is consideration of the appointment of Riverdale resident Cody Hansen to Riverdale's Planning Commission to finish Planning Commissioner Brent Ellis' term through January 31, 2016. He said three applicants expressed interest and he is asking the Council to ratify his selection of Cody Hansen now that City Administrator Larry Hansen has announced his retirement.

Motion: Councilor Hunt moved to approve the consent items. Councilor Staten seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Call the Question: The motion passed unanimously.

G. Action Items

1. Consideration of Ordinance 850 adopting proposed amendments to RCC 10-10A-3F Special Regulations

Community Development Director Michael Eggett said the first action item is consideration of Ordinance 850 adopting proposed amendments to RCC 10-10A-3F Special Regulations. He said this proposed amendment will add consumer loans that are not FDIC insured to Riverdale's special regulations designation in the same category as payday loans and check cashing businesses. According to Mr. Eggett, he worked with City Attorney Steve Brooks to create a definition that differentiates this type of consumer loan from those offered by banks and credit unions. Mr. Eggett said the code restricts one business per every 4,000 population so only two would be allowed in Riverdale with 8,500 residents. He said Riverdale's Planning Commission held a public hearing on January 28, 2014 where no dissent to the proposed amendment was received and the group voted unanimously to forward the change with a favorable recommendation to the Council for their consideration.

Councilor Hunt said in his opinion the free market should dictate which businesses are viable in a city but he said he understands staff's concern that these types of businesses could overrun the commercial district. He said he saw a recent news story which claimed some FDIC insured banks that operate in Utah are charging the same high interest rates as non-FDIC insured lending institutions. Councilor Hunt said if the Council is truly interested in protected consumers from predatory lending practices all banks and credits unions that charge high interest rates should be subject to the same limitations as consumer loan companies that aren't FDIC insured.

Councilor Mitchell asked how many of each type of business covered under the special regulations category are allowed under Riverdale City code and Mr. Eggett said two gold buyers, two pawnshops, two title loan businesses and two payday loan/check cashing/consumer loan companies. Mr. Eggett said with the addition of TitleMax Riverdale will be at its limit in all four categories with eight of these institutions. Councilor Mitchell asked how staff would handle a mixed request to operate a business that wanted to offer two services in different categories. Mr. Eggett said if the city was already at its limit under the special regulations section for one type of business the business owner could not offer both services. Mr. Brooks said in such cases denying one use but allowing the other would be legal under RCC 10-10A-3. Mr. Hansen said grocery stores in Utah are prohibited from selling hard liquor although they are not under the same restrictions in other states and he said this is an illustration of how states and cities can define the activity a national business is allowed to perform in their area in accordance with state and local legislation.

Councilor Staten said Ordinance 850 is only proposing amending RCC 10-10A-3F to add the category of consumer loans that aren't FDIC insured to the existing provision. He said the scope of tonight's action item is not to discuss density and how many of these types of businesses should be allowed and Councilor Mitchell disagreed. Councilor Ellis asked about title loans and Mr. Eggett said they are their own designation but are included under RCC 10-10A-3 because their practices are similar to the other businesses

in this category: gold buyers, pawnshops, payday loan/check cashing/consumer loan companies.

Motion: Councilor Mitchell moved to approve Ordinance 850 adopting proposed amendments to RCC 10-10A-3F Special Regulations. Councilor Griffiths seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Roll Call Vote: Councilor Hunt, nay; Councilor Griffiths, aye; Councilor Ellis, aye; Councilor Mitchell, aye; and Councilor Staten, aye. The motion passed with four in favor and one opposed.

2. Consideration of Ordinance 851 adopting proposed amendments to RCC 10-10-2 Definitions

Mr. Eggett said the second action item is consideration of Ordinance 851 adopting proposed amendments to RCC 10-10-2 Definitions. He said Utah state code defines a family as four unrelated individuals outside of college towns and Riverdale needs to amend its definition from three to four to comply with state statute. Mr. Eggett said Riverdale's Planning Commission held a public hearing on January 28, 2014 where no dissent to the proposed amendment was received and the group voted unanimously to forward the change with a favorable recommendation to the Council for their consideration.

Councilor Mitchell asked when this state code was amended to four and Mr. Eggett said the statute shows it was last amended in 2012. Mr. Brooks said he believes the definition was amended following the outcome of a Utah County court case. Councilor Mitchell and Mayor Searle said they understand the city is required to comply with state law but they dislike the amendment and wish the limit could stay at three.

Motion: Councilor Ellis moved to approve Ordinance 851 adopting proposed amendments to RCC 10-10-2 Definitions. Councilor Hunt seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Roll Call Vote: Councilor Griffiths, aye; Councilor Ellis, aye; Councilor Mitchell, aye; Councilor Staten, aye; and Councilor Hunt, aye. The motion passed unanimously.

3. Consideration of recommendation on Resolution 2014-1 adopting proposed amendments to the Introduction section of the General Plan

Mr. Eggett said the third action item is consideration of Resolution 2014-1 adopting proposed amendments to the Introduction section of the General Plan. He said staff from all impacted departments has reviewed the document and proposed amendments for the Council's consideration. Mr. Eggett said Riverdale's Planning Commission held a public hearing on January 28, 2014 where no dissent to the proposed amendment was received

and the group voted unanimously to forward the change with a favorable recommendation to the Council for their consideration. Mayor Searle complimented staff for their work and asked the Council for any questions or comments about the proposed changes and there were none.

Motion: Councilor Hunt moved to approve Resolution 2014-1 adopting proposed amendments to the Introduction section of the General Plan. Councilor Mitchell seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Roll Call Vote: Councilor Ellis, aye; Councilor Mitchell, aye; Councilor Staten, aye; Councilor Hunt, aye; and Councilor Griffiths, aye. The motion passed unanimously.

4. Consideration of Ordinance 852 proposed amendment to RCC 1-6-3B Presiding Officer; Mayor Pro Tempore

Mr. Brooks said the fourth action item is consideration of Ordinance 852 proposed amendment to RCC 1-6-3B Presiding Officer; Mayor Pro Tempore to create consistency by stipulating that the Council will appoint a Mayor Pro Tempore position after each municipal election to serve a two year term. He said the term limit is at the Council's discretion and he is only recommending adding it to the city code to clarify the policy for the future. Mr. Brooks asked for any questions or comments about the proposed changes and there were none.

Motion: Councilor Mitchell moved to approve Ordinance 852 proposed amendment to RCC 1-6-3B Presiding Officer; Mayor Pro Tempore. Councilor Hunt seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Roll Call Vote: Councilor Mitchell, aye; Councilor Staten, aye; Councilor Hunt, aye; Councilor Griffiths, aye; and Councilor Ellis, aye. The motion passed unanimously.

H. Discretionary Items

Mayor Searle asked if there were any discretionary items and Councilor Ellis said a resident that lives on 1700 West complained to him about traffic along the street outside of a new church that is operating out of the old Crown Bedroom Warehouse. According to Councilor Ellis, because there was insufficient parking at the warehouse parishioners parked along the road down the street from the church reducing an already narrow road to one lane. He asked if no parking signs would be appropriate on the east side of the road and Mr. Hansen said staff is working with representatives from the church to address these concerns. Mr. Eggett said a certificate of occupancy hasn't been issued so the building was used over the weekend without the building inspector's authorization.

Councilor Staten said a resident that runs along Riverdale's trail complained to him recently about dogs off their leashes chasing her and he asked the police to increase their

presence and have officers on bicycles issue citations to violators. Police Chief Dave Hansen said typically his officers don't bike on the trail in the winter because of the ice and snow but he said he will ask Riverdale's Animal Control Officer to increase her patrols and cite violators. Councilor Staten said the runner that complained to him said she sees an average of five dogs off their leash each time she runs on the trail, concentrated on the south end at the Frisbee golf park. Councilor Ellis asked if there is sufficient signage instructing dog owners to keep their dogs on a leash and Chief Hansen said he will evaluate the signage and make a recommendation to staff if it appears additional signage is needed. There were no additional discretionary items.

Motion: Councilor Hunt moved to adjourn into closed executive session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a). Councilor Mitchell seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Call the Question: The motion passed unanimously.

The meeting adjourned into closed executive session at approximately 7:08 p.m.

Motion: Councilor Mitchell moved to adjourn out of closed executive session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a). Councilor Griffiths seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Call the Question: The motion passed unanimously.

The meeting resumed at approximately 9:00 p.m.

Adjournment:

With no further business to come before the Council at this time, Councilor Staten moved to adjourn the meeting. Councilor Mitchell seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 9:01 p.m.

Approved: February 18, 2014

Attest:

Norm Searle, Mayor

Ember Herrick, City Recorder



**RIVERDALE CITY COUNCIL AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY –FEBRUARY 11, 2014**

Minutes of the **Riverdale City Council** held Tuesday, **February 11, 2014** at 6:45 PM at the Riverdale Civic Center, 4600 South Weber River Drive.

Members Present: Norm Searle, Mayor
Michael Staten, Councilor
Don Hunt, Councilor
Brent Ellis, Councilor
Gary Griffiths, Councilor

Participating Via Phone Braden Mitchell, Councilor

Others Present: Larry Hansen, City Administrator

A. Welcome & Roll Call

Mayor Searle called the meeting to order and welcomed all in attendance including all Council members with Councilor Mitchell participating via telephone.

Motion: Councilor Ellis moved to adjourn into closed executive session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a). Councilor Griffiths seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Call the Question: The motion passed unanimously.

The meeting adjourned into closed executive session at approximately 6:46 p.m.

Motion: Councilor Griffiths moved to adjourn out of closed executive session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a). Councilor Staten seconded the motion.

Mayor Searle asked for discussion on the motion and there was none.

Call the Question: The motion passed unanimously.

G. Action Items

None.

The meeting resumed at approximately 7:55 p.m.

Adjournment:

The meeting adjourned at approximately 7:56 p.m.

Approved: February 18, 2014

Attest:

Norm Searle, Mayor

Ember Herrick, City Recorder

DRAFT

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: F2

SUBJECT: Consideration of Council's appointment of a Mayor Pro Tem (UCA 10-3b-302)

PETITIONER: Council

ACTION REQUESTED BY PETITIONER: Consideration of Council's appointment of a Mayor Pro Tem

INFORMATION: To be discussed at the meeting

[BACK TO AGENDA](#)

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: G1

SUBJECT: Consideration of Resolution 2014-2 adopting proposed amendments to HR Policy Chapter 11 Compensation and Work Hours

PETITIONER: Human Resources Manager

ACTION REQUESTED BY PETITIONER: Consideration of Resolution 2014-2 adopting proposed amendments to HR Policy Chapter 11 Compensation and Work Hours

INFORMATION: [Executive Summary](#)

[Resolution 2014-2 with proposed amendment to Riverdale City Personnel Policies and Procedures Handbook](#)

[BACK TO AGENDA](#)

City Council Executive Summary

For the Council meeting on:

02/18/2014

Summary of Proposed Action

(X) Approve

Motion to approve a resolution adopting changes to HR Policy Chapter 11 Compensation and Work Hours.

Requested By

Petitioner(s):

Human Resources

Summary of Supporting Facts & Options

- Clarification and consistency in policies and practices.

Legal Comments - City Attorney

Needed changes/clarification



Steve Brooks, Attorney

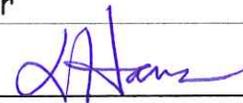
Fiscal Comments - Treasurer/Budget Officer



Lynn Fortie, Treasurer

Administrative Comments - City Administrator

I agree with the recommended amendments



Larry Hansen, City Administrator



RESOLUTION NO. 2014-2

**A RESOLUTION ADOPTING AMENDMENTS TO THE RIVERDALE CITY
PERSONNEL POLICIES & PROCEDURES HANDBOOK**

WHEREAS, Riverdale City has previously adopted a Personnel Policy Handbook which includes Employee Personnel Policies and Procedures; and

WHEREAS, It is necessary, from time to time, to make amendments to the Personnel Policy Handbook in order to supplement, change, clarify, or revise certain sections of the Handbook; and

WHEREAS, these amendments to the Personnel Policy Handbook will be made available to all City employees

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Riverdale that the amendments to the Riverdale City Personnel Policies Handbook as set forth in the attached Exhibit A are hereby adopted and shall be amended and now read as stated in said Exhibit.

All other title, chapters, sections and terms in the Personnel Policy Handbook shall remain the same unless specifically amended hereby.

This resolution shall take effect immediately upon its adopting and passage.

PASSED AND ADOPTED this 18th day of February, 2014

Norm Searle, Mayor

Attest:

Ember Herrick, City Recorder

EXHIBIT A

Chapter 11 COMPENSATION AND WORK HOURS

11 1 Employee Compensation

11-2 Work Schedules, Days, and Hours

Work schedules, days, and hours are determined and administered by the Department Head to meet the needs and expectations of the public within the limits of funding appropriated by the City Council.

Regular and prompt attendance at work is required of all employees as a condition of employment. When an employee has not scheduled time off with his/her supervisor and does not report at the regularly scheduled time, the employee shall be considered absent.

Time worked shall begin when the employee arrives at work and shall end when the employee leaves work.

Employees may take a compensated 15 minute break period for every four (4) hours worked as directed by their supervisor. For example, an employee is entitled to two (2) compensated 15 minute work break periods in an 8 hour work day. If an employee chooses to not take a break, no additional compensation will be given. Breaks not taken during the day are not to be used as a means of terminating the day early.

An unpaid meal period is provided to any employee who works a minimum of six (6) hours per day. The normal meal period should occur approximately halfway through the workday as directed by their supervisor. However, certain departments may require alternate meal periods as determined by their supervisor with consideration to the length of their work schedule. The length of the meal period may vary from thirty (30) minutes to one (1) hour according to the needs of the department. Non-exempt employees must excuse themselves from all duties during the meal period.

11-3 Fair Labor Standards Act

All employees shall comply with the provisions of the Fair Labor Standards Act (FLSA) as amended and the Department of Labor regulations issued there under pertaining to compensation for overtime work.

Exemptions: In accordance with the provisions of the Fair Labor Standards Act, certain positions are "exempt" from the payment of additional money for overtime worked.

Work periods: For the purpose of complying with the requirements of the FLSA, the work week shall consist of:

- All general employees, which excludes Firefighters and Sworn Police Officers, seven days beginning 12:00 a.m. Saturday and ending at 11:59 p.m. Friday.

- Full time Firefighter work periods shall consist of 12 days of 91 hour increments beginning 12:00 a.m. on the first day and ending at 11:59 p.m. on the twelfth day.
- Part time Firefighter work periods shall consist of 15 days of 114 hour increments beginning 12:00a.m. on the first day and ending at 11:59 p.m. on the fifteenth day.
- Sworn Police Officers work periods shall consist of 7 days of 43 hour increments beginning 12:00 a.m. Thursday and ending at 11:59 p.m. Wednesday.

All overtime hours shall be accounted for by the employee on the time sheet during which the hours were worked.

Joint employment: A City employee shall not serve as a volunteer for the same job in which he/she is employed by the City.

11- 4 Compensatory Time (Comp Time)

Department heads should make every attempt to minimize comp time, and comp time should only be allowed for relatively unusual occurrences. When extra time is worked in a day, the department head should make efforts to adjust the work schedule on subsequent days to eliminate or reduce the comp time.

All non-exempt employees (as determined by the Fair Labor Standards Act [FLSA]) must be paid time and one half or given compensatory time (comp time) at the rate of time and one half for all hours worked:

- Over 40 hours per work period (7 days) for general employees;
- Over 43 hours per work period (7 days) for sworn police officers; or
- Over 91 hours per work period (12 days) for firefighters;
- Over 114 hours per work period (15 days) for part time firefighters

For pay purposes, the use of annual leave, sick leave, holiday leave and comp time shall be paid at straight time and shall not be included as time worked for overtime calculation. However, in the event a non-exempt employee is called in, or remains on the job, and actually works during an exigent circumstance, then at the discretion of the department head, said employee may be granted overtime for said exigent circumstance work time, the aforesated policy notwithstanding.

At the discretion of the Department Head, an employee may accrue holiday comp-time when a holiday is worked, instead of receiving holiday pay. When holiday comp-time is used, such time shall not be included as time worked for the calculation of overtime. On-call or standby time shall be excluded from time worked as permitted under the FLSA.

a. All present employees as of the effective date of this policy, and all new employees at the time they accept employment with the city and As a condition of employment, all employees shall indicate their agreement with and understanding of Riverdale city's comp time policy by signing the Employee Acknowledgement Form at the time they receive this Personnel Policy Manual. Additionally, all employees desiring to accrue comp time in lieu of

being paid overtime shall designate such desire in writing by signing the Compensatory Time Off Agreement form.

b. Employees shall not maintain a comp time balance greater than 80 hours beyond the end of each calendar year without the written permission of the City Administrator. If more than 80 hours are accrued as of December 31 of each year, the excess comp time shall be paid to the employee at the employee's current wage rate on the December 31 pay check ~~absent a letter from the City Administrator.~~

c. When a non-exempt employee terminates employment with the city, the employee ~~will~~ ~~must~~ be fully compensated for all unused comp time.

11-5 On-Call and Call-Back Compensation ~~for Public Works Employees~~

~~It is the City's desire to meet the expectations of the public and especially our residents in times of emergency circumstances. In keeping with this philosophy, the City desires to treat employees fairly and adopts this section of policy for employees who are expected to render such service.~~

~~During non-scheduled hours, on-call employees shall carry a pager and be able to respond to the City Shops within 30 minutes of the page. On-call employees are prohibited from using alcohol while on-call. These employees shall be considered on standby and shall receive on-call compensation of one (1) hour for each day of on-call duty. This assignment shall rotate among those employees qualified to respond. Employees paged to work while on-call shall be eligible for emergency call-back pay as described in 11-4 Compensatory Time above and said time shall be counted in the determination of overtime for FLSA purposes. Time worked shall begin when the employee arrives at work and shall end when the employee leaves work.~~

~~Employees who are called back for an emergency or non-emergency event will be paid a minimum of (2) hours regardless of how long the event lasts. If the event runs longer than (2) hours the employee will be paid for actual time worked or time and one-half should it become an overtime situation per FLSA.~~

11-6 Pay Day

~~The City pays employees semi-monthly on the 15th and the last day of the month (or the last business day prior if these dates fall on Saturday, Sunday, or a legal holiday). ~~operates on a semi-monthly pay period. The first pay period is the first through the fifteenth of the month, and the second pay period is the sixteenth through the last working day of the month. Paydays shall be on the fifteenth of the month. The payday shall be for the pay period ending on the payday.~~~~

11-7 Time Reporting

All employees must fill out a timesheet (or clock in and out). The use of time clocks will be at the discretion of the Department Head. These timesheets are used to compute leave and earnings and are kept as a permanent record. Because timesheets represent a legally protected financial claim on city resources, any misrepresentations or falsification on an employee's personal or another employee's timesheet could be grounds for immediate disciplinary action including termination.

To comply with FLSA, and especially overtime requirements, non-exempt employees must record the number of hours worked and/or vacation or sick leave hours used on a day to day basis. Exempt employees are not required to record hours worked on a day to day basis; however, exempt employees are required to have scheduled and approved any time off of 4 hours or more with their supervisor or Department Head. To comply with FLSA, exempt employees must also record on their timesheet the date of any vacation or sick leave used of 4 hours or more. It is every employee's responsibility to sign his or her timesheet to certify the accuracy of all time recorded. The immediate supervisor will review and initial the timesheet before submitting it to the Department Head for final approval.

11-8 Non-Exempt Employee Travel Time Compensation

Employees in positions classified as non-exempt under the Fair Labor Standards Act may be eligible for compensation for the time they spend traveling.

Travel between home and work or between the hotel and worksite is considered normal commuting time and is not eligible for compensation.

If an employee requests a specific travel itinerary or mode of transportation that is different from the one authorized by the city, only the estimated travel time associated with the itinerary and mode of transportation that has been authorized will be eligible for compensation.

Any portion of authorized travel time on any day of the week, including Saturday and Sunday, is treated as work hours. Travel time will be paid at the employee's regular hourly rate and will be factored into overtime calculations.

Employees are responsible for accurately tracking, calculating and reporting travel time on their time sheets in accordance with this policy.

Meal periods should be deducted from all travel time.

Department Heads shall use discretion in determining compensatory time off in lieu of compensation for hours worked in excess of:

Over 40 hours per work period (7 days) for general employees;

Over 43 hours per work period (7 days) for sworn police officers; or

Over 91 hours per work period (12 days) for firefighters;

Over 114 hours per work period (15 days) for part time firefighters;

11-9 Shift Trading

All shift trades must be approved in advance by the Department Head or his/her designee. Shift trading is totally voluntary and done solely at the employee's request. Shift trading is not a substitute for annual leave. Personnel are encouraged to use annual leave to pursue other interests outside of work. Personnel filling in on a shift trade must be qualified to perform all duties of the person they are replacing. In order to minimize overtime liability to the departments shift trading is limited to one trade per work period (see policy 11-3 for work periods). Additional shift trades may be authorized by the Department Head or his/her designee.

All shift trades must be approved in advance by the Department Head or his/her designee. Shift trading is totally voluntary and done solely at the employee's request. Once the shift trade has been approved, the employee who will be filling the shift is responsible for that shift. For the purpose of complying with the requirements of the FLSA, all hours shall be accounted for by the employee on the time sheet during which the hours were worked.

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: G2

SUBJECT: Consideration of Interlocal Agreement between Riverdale City and South Ogden City for Animal Shelter Services Resolution 2014-3

PETITIONER: Police Department

ACTION REQUESTED BY PETITIONER: Consideration of Interlocal Agreement between Riverdale City and South Ogden City for Animal Shelter Services Resolution 2014-3

INFORMATION:

[Executive Summary](#)

[Resolution 2014-3 with interlocal agreement with South Ogden City for Animal Shelter Services](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on: February 18, 2014

Petitioner: Chief David Hansen

Summary of Proposed Action

To continue with an Interlocal Agreement with South Ogden City Police for Animal Shelter services to house impounded animals for the cost of \$14,599.60 for the year July 1, 2013- June 31, 2014.

Summary of Supporting Facts & Options

In May of 2013, the Riverdale City Council asked staff to seek a possible cheaper resolution on the Animal Control expenses. After several negotiations it was determined by staff that the current situation was the most cost effective. The amount that South Ogden offered to take on Animal Control services for Riverdale City was comparable to what we are currently spending for Animal Control. We as staff feel that the current situation with South Ogden to provide shelter for impounded animals is the best economical solution for impoundment of animals.

Legal Comments - City Attorney

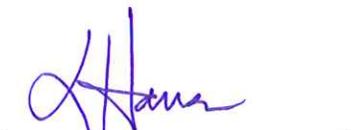

Steve Brooks, Attorney

Fiscal Comments - Treasurer/Budget Officer


Lynn Fortie, Treasurer

Administrative Comments - City Administrator

Best option at present


Larry Hansen, City Administrator



RESOLUTION NO. 2014-3

A RESOLUTION OF RIVERDALE CITY COUNCIL APPROVING AN INTERLOCAL AGREEMENT BETWEEN RIVERDALE CITY AND SOUTH OGDEN CITY FOR ANIMAL SHELTER SERVICES

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

WHEREAS, Riverdale City wishes to engage South Ogden City, and their expertise, facilities, assistance and services in performing and providing certain services related to Animal Control; and.

WHEREAS, the Riverdale City Council has fully reviewed the attached Interlocal Agreement between South Ogden City and Riverdale City concerning a joint agreement for services concerning animal control and agrees to all the terms and conditions contained therein; and

NOW THEREFORE, the Riverdale City Council hereby approves the attached Interlocal Agreement (attached hereto and incorporated hereby) as written and authorizes the Mayor of Riverdale City to execute this Agreement on behalf of the City.

RESOLVED this 18th day of February 2014.

Mayor Norm Searle
Riverdale City

Attest:

Ember Herrick
City Recorder

RESOLUTION NO. 14-04

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION
OF AN INTERLOCAL AGREEMENT BETWEEN SOUTH OGDEN CITY
AND RIVERDALE CITY DEALING WITH THE PROVISION OF
ANIMAL SHELTER SERVICES; AUTHORIZING THE CITY MANAGER
TO SIGN SUCH AN AGREEMENT; AND PROVIDING FOR AN
EFFECTIVE DATE**

SECTION 1 - RECITALS

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

WHEREAS, in conformance with Utah Code ("UC") §10-3-717, the City Council as the governing body of the City may exercise all administrative powers by resolution; and,

WHEREAS, under the Utah Interlocal Co-operation Act UC §11-13-1, et seq., Utah Code 1953, as amended, (the "Act"), any power or powers, privileges or authority exercised or capable of exercise by a public agency of the state (defined as any political subdivision of the state, including municipalities and special districts of various kinds) may be exercised and enjoyed jointly with any other public agency, and that any two or more public agencies may enter into agreements with one another for joint or cooperative action under the Act; and,

WHEREAS, in conformance with UC §10-3-717, the City Council as the governing body of the City may exercise all administrative powers by resolution; and,

WHEREAS, in conformance with UC §11-13-1, the City may enter into Interlocal Cooperation Agreements; and,

WHEREAS Riverdale City and South Ogden City have agreed to enter into an agreement to cooperatively resolve matters related to provision of Animal Shelter Services that will be beneficial to each other (the "Agreement"); and,

WHEREAS, the City Council finds that entering into and supporting the Agreement is in the best interest of the citizens of South Ogden City and a necessary condition to the effective administration of ongoing City services; and,

WHEREAS, the City Council finds that it will be beneficial to the City to enter into a contractual relationship with Riverdale City for the provision of these mutually beneficial services; and,

WHEREAS, such agreements require the signature of an authorized official of the City; and,

WHEREAS, the City Manager of South Ogden is the chief administrative officer and representative of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOUTH OGDEN UTAH THAT:

The City Council of South Ogden City, State of Utah, authorizes entry into an agreement with Riverdale City for the provision of Animal Shelter Services that will be beneficial to each other and certain other services as set out in that document "**Interlocal Cooperation Agreement for Animal Control Services Between South Ogden City and Riverdale City**" (said Agreement attached hereto as "*Attachment A*" and incorporated by this reference, and authorizes the City Manager to sign any and all contracts, agreements, or other documents necessary to consummate said agreement; and, authorizes the City Recorder to sign any documents as required attesting to the Manager having been duly authorized to enter into such arrangements for the City.

BE IT FURTHER RESOLVED this Resolution shall become effective immediately upon its passage.

SECTION 2 - REPEALER OF CONFLICTING ENACTMENTS:

All orders and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts, which are in conflict with this Resolution, are, to the extent of such conflict, repealed, except this repeal shall not be construed to revive any act, order or resolution, or part repealed.

SECTION 3 - PRIOR RESOLUTIONS:

The body and substance of any and all prior Resolutions, with their specific provisions, where not otherwise in conflict with this Resolution, are reaffirmed and readopted.

SECTION 4 - SAVINGS CLAUSE:

If any provision of this Resolution shall be held or deemed or shall be invalid, inoperative or unenforceable such reason shall not have the effect of rendering any other provision or provisions invalid, inoperative or unenforceable to any extent whatever, this Resolution and this Resolution being deemed the separate independent and severable act of the City Council of South Ogden City.

SECTION 5 - DATE OF EFFECT:

This Resolution shall be effective on the 21st day of January, 2014, and after publication or posting as required by law.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SOUTH OGDEN CITY, STATE OF UTAH, on this 21st day of January, 2014.

SOUTH OGDEN CITY

James F. Minster
Mayor

ATTEST:

Leesa Kapetanov
City Recorder

ATTACHMENT "A"

RESOLUTION NO. 14-04

A Resolution Approving And Authorizing The Execution Of An Interlocal Agreement Between South Ogden City And Riverdale City Dealing With The Provision Of Animal Shelter Services; Authorizing The City Manager To Sign Such An Agreement; And Providing For An Effective Date

21 Jan 14

**INTERLOCAL COOPERATION AGREEMENT
FOR ANIMAL CONTROL SERVICES BETWEEN
SOUTH OGDEN CITY AND RIVERDALE CITY**

This Agreement is made pursuant to the provisions of the Interlocal Cooperation Act set forth in *Utah Code Annotated* §11-13-101, et. seq, as amended, by and between South Ogden City, a municipal corporation of the State of Utah, hereinafter referred to as "South Ogden," and the City of Riverdale, a municipal corporation of the State of Utah, hereafter referred to as "Riverdale"; and jointly referred to as "Participants" or "Parties."

RECITALS

WHEREAS, the Cities of South Ogden and Riverdale are municipal corporations duly organized and existing under the laws of the State of Utah; and,

WHEREAS, in conformance with the provisions of UCA 10-3-717, the City Council of each city as the governing body of that City may exercise all administrative powers by resolution; and,

WHEREAS, in conformation with the provisions of UCA 11-13-201, the Parties are authorized to enter into Interlocal Cooperation Agreements; and'

WHEREAS, Riverdale has immediate need for certain Animal Control and Shelter services to meet its corporate needs and South Ogden is able to supply these services; and,

WHEREAS, precedent has been set by other cities in the sharing of or jointly cooperative in providing these, or similar services from one city to another; and,

WHEREAS, Riverdale is willing to pay South Ogden for the use of South Ogden's Animal Control and Shelter services at a rate to be agreed as follows:

Article 1

PURPOSE

Riverdale and South Ogden desire to jointly enter into this Agreement to allow Riverdale to utilize and pay for certain Animal Control and Shelter services to be provided to Riverdale by South Ogden.

Article 2

TERM

It is the intent of the parties to enter into a mutually benefitting long-term agreement for Animal Control and Shelter Services. This Agreement shall be effective from July 1, 2013, through June 30, 2017. This Agreement may be renewed thereafter for additional three (3) year terms to run from July 1st to June 30th of the following year(s). The Agreement will be renewed upon full

review of the services and responsibilities provided and received by the parties, that are contemplated herein and upon written approval by both parties.

Article 3

FEES AND PAYMENTS

Riverdale agrees to pay South Ogden \$85.00 per animal housed/impounded at the South Ogden Shelter based on an average of the three most recent calendar years. Riverdale will pay 13% of the per-animal cost as an Administrative Fee to cover Administrative oversight, facility maintenance, and utilities.

This contract shall be adjusted annually based on the Wells Fargo Consumer Price Index for Utah and the housing/impound fee charged by Weber Animal Services. Should there be other cost increases anticipated for South Ogden to provide these services, such increases shall be made in writing and agreed to by both parties no later than April 30 of each year.

Fees for July 1, 2013 to June 31, 2014:

Average 3 year intake of 152 animals x \$85.00	= \$12,920.00
Administrative Fee 13%	= \$ <u>1,679.60</u>
Total Fee	\$14,599.60

Article 4

ADDITIONAL CONSIDERATIONS AND TERMS

Riverdale will share duties related to cleaning, reclaims, adoptions and euthanasia as needed and requested by South Ogden. South Ogden will primarily be responsible for discharging these duties; Riverdale will cover when South Ogden is unavailable.

South Ogden will provide microchip services to Riverdale citizens at no cost to Riverdale. (Costs to be borne by Riverdale citizens on the same basis as South Ogden citizens).

Riverdale will purchase and/or provide its own controlled substance euthanasia drugs. South Ogden will split the cost with Riverdale that must be paid to the advisory veterinarian for this service.

Any monies collected for reclaims will remain with the entity from which the animal is reclaimed.

All adoptions will be done through South Ogden. South Ogden will primarily be responsible for advertising, preparing and showing adoption animals as well as completing paperwork and following up on spay/neuters. Riverdale will assist with actual adoptions if South Ogden is unavailable.

Each city will be responsible for providing accurate records of their animal “intake” and “due out” times. These records will be maintained in an organized and legible manner and will be available for the other Party to review.

Each city will be responsible for maintaining accurate records of their animal licensing, rabies, vaccination, and microchip activities. These records will be maintained in an organized and legible manner and will be available for the other party to review.

Each city is responsible for making contact with owners of animals which are identifiable as an animal belonging to a resident of the respective city, including license, rabies tag, microchips or ID of any other kind.

Each city will be responsible for the euthanasia and disposal of their own animals. No animal will be held beyond its “due out” date for any purpose other than adoption. In addition, any animal that has been held a minimum of five working days with no owner contact is considered “due out” and may be subject to euthanasia if the shelter becomes overcrowded. South Ogden will make every effort to adopt or rescue all animals possible, but shall not be obligated to do so.

Each entity will be responsible for veterinarian costs if an animal, placed by that city, is injured either prior to arrival at the shelter, or while at the shelter.

Article 5

FORMALITIES

This Agreement shall become effective when approved by resolution of the governing body of each entity. Each entity agrees that a signed copy of this Agreement will be filed with the keeper of the public records of said member entity. As required by Utah Code Annotated 11-13-202, et.seq., and as a condition of precedent of this Agreement’s entry into force, it shall be submitted to an authorized attorney from each member entity who shall approve the Agreement as being proper in form and compatible with the laws of the State of Utah.

INDEMNIFICATION

Riverdale shall indemnify, defend and hold South Ogden and its respective officers, officials, employees, consultants, agents and representatives harmless from and against any and all claims, demands, suits, actions, losses, costs, damages, expenses, and liabilities, of whatsoever nature or kind, howsoever caused, directly or indirectly resulting from, arising out of or otherwise related, in any way to Riverdale’s conduct or actions related to using the services contemplated herein.

South Ogden shall indemnify, defend and hold Riverdale and its respective officers, officials, employees, consultants, agents and representatives harmless from and against any and all claims, demands, suits, actions, losses, costs, damages, expenses, and liabilities, of whatsoever nature or

kind, howsoever caused, directly or indirectly resulting from, arising out of or otherwise related, in any way to South Ogden's conduct or actions related to providing these services to Riverdale.

TERMINATION FOR MATERIAL BREACH

This Agreement may be terminated by any party for the material breach of its provisions by any other party to the Agreement. The parties intending to terminate shall give the defaulting parties thirty (30) days written notice specifying with particularity the condition, act, omission, or course of conduct asserted to constitute such material breach. The Agreement may not be terminated under this provision if during the thirty (30) day period the defaulting party has cured, corrected, or eliminated such material breach or has taken steps to cure, correct or eliminate such material breach, which steps, if diligently prosecuted to a conclusion, are reasonably designed to effect a cure, correction or elimination.

EXECUTION OF ADDITIONAL INSTRUMENTS

Each party, at any time and from time to time, at the request of any other party shall execute, acknowledge, and deliver any instrument that may be necessary or proper to carry out the provisions of this Agreement or to comply with any state or local law or other need. In the case of any party's refusal or failure to do so, it shall be the option of any other parties to declare a default of this agreement.

DEFINITIONS OF WORKDS AND PHRASES

- a) The use of singular form of expression shall be construed to include the plural.
- b) The use of masculine gender shall be construed to include the feminine or neuter gender.

CLAUSE HEADINGS

The Clause headings appearing in this agreement have been inserted for the purpose of convenience and ready reference. They do not purport, and shall not be deemed, to define, limit or extend the scope or intent of the clauses to which they pertain.

NOTICES

All notices given under this agreement shall be in writing, and shall be sent by certified mail, return receipt to the parties at their respective addresses below given, or as changed, with notice of said change of address to be given to the other party within five (5) days of such change of address.

WAIVER AS AFFECTING FUTURE PERFORMANCE

No waiver of any breach of this agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this agreement shall be taken and construed as cumulative, that is, in addition to every other remedy provided therein or by law.

NO PRESUMPTION

The parties agree that no presumption shall be attached to this Agreement because one of the parties or one party's attorney may have prepared it.

NO PROPERTY ACQUIRED

Other than as may be set out herein, the Parties agree that this Agreement contemplates that neither party shall acquire, nor shall they be required to acquire property, real or personal as a result of entering into or performing under this Agreement. Should either party determine that it is in their best interest to acquire property to perform required services under this Agreement, such decision and acquisition shall be independent of and shall in no way attach to this Agreement or the rights or responsibilities detailed or reasonably required herein.

MANAGEMENT

The parties agree that no independent board or body is contemplated hereunder. All decisions as to interpreting or acting under this Agreement shall be made in good faith by a representative of each party as may be appointed for that purpose by the parties. In the event of an inability to resolve a matter between the parties, the provisions of Article 9, herein, shall apply.

ARTICLE 6

TERMINATION

This Agreement may be terminated, with or without cause, by either party by giving the other party at least ninety (90) days prior notice of the intention of that Party to terminate the Agreement. Notice of pending termination shall be served upon the other party, served via certified mail. Said notice of termination shall be by way of resolution of the legislative body of the Party, signed by its executive officer.

All costs incurred by South Ogden on behalf of Riverdale prior to the termination of this contract shall be the responsibility of Riverdale. All costs incurred by Riverdale on behalf of South Ogden prior to the termination of this contract shall be the responsibility of South Ogden.

ARTICLE 7

AMENDMENTS

This Agreement may be changed, modified or amended by written Agreement of the Parties, upon adoption of a resolution by each Parties and approval as to form by each respective City Attorney, and upon meeting all other applicable requirements of the Agreement.

ARTICLE 8

BINDING EFFECT

Subject to the provisions contained herein, this Agreement shall benefit of and be binding upon the parties hereto, and to their successor, trustees, assigns, receivers, and legal representatives, but shall not benefit any person, firm or corporation.

ARTICLE 9

ARBITRATION

Should any dispute arise between South Ogden and Riverdale the Parties hereto agree that such dispute shall be submitted to binding arbitration in accordance with the latest Commercial Arbitration Rules of the American Arbitration Association or any agreed upon functional equivalent thereof. Any decision rendered by the arbitrator after such arbitration shall be binding on South Ogden and Riverdale and shall have full force and effect of an order of a court of law.\

ARTICLE 10

SEVERABILITY

It is understood and agreed by the parties that if any part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with any laws of this State, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced, consistent with achieving the stated intentions of the parties herein, as if the Agreement did not contain the particular part, term, provision held to be invalid.

ARTICLE 11

EFFECTIVE DATE

The effective date of this Agreement shall be _____ day of _____, 2013

IN WITNESS WHEREOF, the parties hereto have signed the foregoing Agreement by authority of appropriate resolutions of their respective City Councils and following approval as to form of their respective legal counsels, the day and year first above written.

Dated this 22nd day of January, 2014

South Ogden City

Riverdale City

By: Matthew G. Dillon
City Manager

By: _____

Attest:

Attest:

[Signature]

APPROVED AS TO PROPER FORM AND COMPATIBILITY WITH THE LAWS OF THE STATE OF UTAH, AND DULY AUTHORIZED, EXECUTED AND DELIVERED BY THE FOREGOING PARTIES.

Date: 23 JAN 14

By: [Signature]

Date: _____

By: _____

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: G3

SUBJECT: Consideration of Municipal Waste Water Annual Report Resolution
2014-4

PETITIONER: Public Works Department

ACTION REQUESTED BY PETITIONER: Consideration of Municipal Waste
Water Annual Report Resolution
2014-4

INFORMATION:

[Executive Summary](#)

[Resolution 2014-4 with State of Utah Municipal Wastewater Self-
Assessment Report for Riverdale 2013](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on:
February 18, 2014

Petitioner:
Shawn Douglas, Public Works Director

Summary of Proposed Action

Consideration of Municipal Waste Water Annual Report Resolution 2014-4

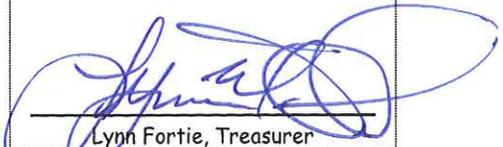
Summary of Supporting Facts & Options

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

Legal Comments - City Attorney

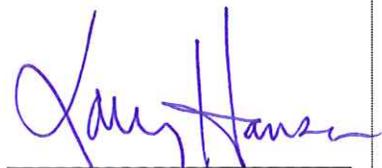

Steve Brooks, Attorney

Fiscal Comments - Treasurer/Budget Officer


Lynn Fortie, Treasurer

Administrative Comments - City Administrator

Good work PW Dept!


Larry Hansen, City Administrator



RESOLUTION NO. 2014-4

A RESOLUTION ADOPTING THE ANNUAL MUNICIPAL WASTE WATER REPORT COVERING ALL AREAS WITHIN THE INCORPORATED BOUNDARIES OF RIVERDALE CITY.

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

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

WHEREAS, the Council finds that it is in the best interest of the City and will promote the health, safety and general welfare of the community to review and accept the annual municipal waste water report as prepared by the Public Works Department for 2014, and directs them to take all appropriate actions and complete the necessary documentation in order to remain complaint with any state and federal requirements under the Waste Water Management Plan for the Riverdale City.

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

Passed the 18th day of February, 2014.

RIVERDALE CITY

By: _____
Norm Searle, Mayor

Attest:

Ember Herrick, City Recorder

STATE OF UTAH

MUNICIPAL WASTEWATER PLANNING PROGRAM

SELF-ASSESSMENT REPORT

FOR

RIVERDALE

2013



Resolution Number 2014-4

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that *RIVERDALE* informs the Water Quality Board the following actions were taken by the *CITY COUNCIL*

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2013.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (If Applicable).

Passed by a (majority) (unanimous) vote on

(date)

Mayor/Chairman

Attest: Recorder/Clerk

Municipal Wastewater Planning Program (MWPP) Financial Evaluation Section

Owner Name: *RIVERDALE*

Name and Title of Contact Person:

Shawn Douglas
Public Works Director

Phone: 801-394-5541

E-mail: Sdouglas@Riverdalecity.com

PLEASE SUBMIT TO STATE BY: March 1, 2014

Mail to: MWPP - Department of Environmental Quality
c/o Paul Krauth, P.E.
Division of Water Quality
195 North 1950 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : (801) 536-4346

NOTE: This questionnaire has been compiled for your benefit by a state sponsored task force comprised of representatives of local government and service districts. It is designed to assist you in making an evaluation of your wastewater system and financial planning. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please call, Emily Cantón. Utah Division of Water Quality: (801) 536-4342.

I. Definitions: The following terms and definitions may help you complete the worksheets and questionnaire:

User Charge (UC) - A fee established for one or more class(es) of users of the wastewater treatment facilities that generate revenues to pay for costs of the system.

Operation and Maintenance Expense - Expenditures incurred for materials, labor, utilities, and other items necessary for managing and maintaining the facility to achieve or maintain the capacity and performance for which it was designed and constructed.

Repair and Replacement Cost - Expenditures incurred during the useful life of the treatment works for obtaining and installing equipment, accessories, and/or appurtenances necessary to maintain the existing capacity and the performance for which the facility was designed and constructed.

Capital Needs - Cost to construct, upgrade or improve the facility.

Capital Improvement Reserve Account - A reserve established to accumulate funds for construction and/or replacement of treatment facilities, collection lines or other capital improvement needs.

Reserve for Debt Service - A reserve for bond repayment as may be defined in accordance with terms of a bond indenture.

Current Debt Service - Interest and principal costs for debt payable this year.

Repair and Replacement Sinking Fund - A fund to accumulate funds for repairs and maintenance to fixed assets not normally included in operation expenses and for replacement costs (defined above).

Part I: OPERATION AND MAINTENANCE

Complete the following table:

Question	Points Earned	Total
Are revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs <u>at this time</u> ?	YES = 0 points NO = 25 points	0
Are the projected revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs for the <u>next five years</u> ?	YES = 0 points NO = 25 points	0
Does the facility have sufficient staff to ensure proper O&M?	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for repair & replacement costs?	YES = 0 points NO = 25 points	25
Is the repair & replacement sinking fund adequate to meet anticipated needs?	YES = 0 points NO = 25 points	25
TOTAL PART I =		50

Part II: CAPITAL IMPROVEMENTS

Complete the following table:

Question	Points Earned	Total
Are present revenues collected sufficient to cover all costs and provide funding for capital improvements?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next five years</u> ?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next ten years</u> ?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next twenty years</u> ?	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for future capital improvements?	YES = 0 points NO = 25 points	25
TOTAL PART II =		25

Part III: GENERAL QUESTIONS

Complete the following table:

Question	Points Earned	Total
Is the wastewater treatment fund a separate enterprise fund/account or district?	YES = 0 points NO = 25 points	0
Are you collecting 95% or more of your sewer billings?	YES = 0 points NO = 25 points	0
Is there a review, at least annually, of user fees?	YES = 0 points NO = 25 points	0
Are bond reserve requirements being met if applicable?	YES = 0 points NO = 25 points	0
TOTAL PART III =		0

Part IV: PROJECTED NEEDS

Estimate as best you can the following:

Cost of projected capital improvements (in thousands)	2014	2015	2016	2017	2018
	334	129	46	112	30

Point Summation

Fill in the values from Parts I through III in the blanks provided in column 1. Add the numbers to determine the MWPP point total that reflects your present financial position for meeting your wastewater needs.

Part	Points
I	50
II	25
III	0
Total	75

Municipal Wastewater Planning Program (MWPP) Collection System Section

Owner Name: RIVERDALE

Name and Title of Contact Person:

Shawn Douglas
Public Works Director

Phone: 801-394-5541

E-mail: Sdouglas@riverdalecity.com

PLEASE SUBMIT TO STATE BY: March 1, 2014

Mail to: MWPP - Department of Environmental Quality
c/o Paul Krauth, P.E.
Division of Water Quality
195 North 1950 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : (801) 536-4346

Form completed by

Part I: SYSTEM AGE

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

Year 1958

B. What is the oldest part of your present system?

Oldest part 56 years

Part II: BYPASSES

A. Please complete the following table:

Question	Number	Points Earned	Total Points
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater in the system due to rain or snowmelt?	0	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater due to equipment failure? (except plugged laterals)	0	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
TOTAL PART II =			0

B. The Utah Sewer Management Program defines sanitary sewer overflows into two classes:

Number of Class 1 SSOs in Calendar year 2013 0

Number of Class 2 SSOs in Calendar year 2013 0

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

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

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

Part II: BYPASSES (cont.)

- C. Please specify whether the bypass(es) was caused a contract or tributary communities, etc.

n/a

Part III: NEW DEVELOPMENT

- A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry (or other development) moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10 - 20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2- 3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
TOTAL PART III =		0

- B. Approximate number of new residential sewer connections in the last year

6 new residential connections

- C. Approximate number of new commercial/industrial connections in the last year

1 new commercial/industrial connections

- D. Approximate number of new population serviced in the last year

17 new people served

Part IV: OPERATOR CERTIFICATION

A. How many collection system operators are currently employed by your facility?

7 collection system operators employed

B. What is/are the name(s) of your DRC operator(s)?

Shawn Douglas, Norm Farrell, Kirk Favero
Bart Poll, MAH Sorensen, Bren Edwards
Jeff Woody

C. You are required to have the collection DRC operator(s) certified at **Grade II**

What is the current grade of the DRC operator(s)? II

D. State of Utah Administrative Rules require all operators considered to be in DRC to be appropriately certified. List all the operators in your system by their certification class.

Not Certified _____
 Small Lagoons _____
 Collection I _____
 Collection II X _____
 Collection III _____
 Collection IV _____

E. Please complete the following table:

Question	Points Earned	Total Points
Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? (see C)	Yes = 0 points No = 50 points	0
How many continuing education units has each of the DRC operator(s) completed over the last 3 years?	3 or more = 0 points less than 3 = 10 points	0
TOTAL PART IV =		0

Part V: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	0
Is it written?	Yes = 0 points No = 20 points	0
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	0
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	0
Do you have a written safety plan?	Yes = 0 points No = 20 points	0
TOTAL PART V =		0

Part VI: SUBJECTIVE EVALUATION

This section should be with the system operators.

A. Has your system completed it's the Utah Sewer Management Program.

Yes _____ NO X

B. Describe the physical condition of the sewer collection system: (lift stations, etc. included)

The sewer system is in good condition. There are some Areas with infiltration, roots and areas of sagging.

C. What sewerage system improvements does the community have under consideration for the next 10 years?

We will be doing spot repairs, pipe lining and replacing sections of pipe.

Part VI: SUBJECTIVE EVALUATION (cont.)

D. Explain what problems, other than plugging have you experienced over the last year

None

E. Is your community presently involved in formal planning for system expansion/upgrading? If so explain.

Capital Facilities Plan

F. Has your system completed it's *System Evaluation and Capacity Assurance Plan* As defined by the Utah Sewer Management Program.

Yes _____ NO

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

ALWAYS SOMETIMES _____ NO _____

If they do, what percentage is paid?

approximately 100 %

H. Is there a written policy regarding continuing education and training for wastewater operators?

YES NO _____

POINT SUMMATIO'

Fill in the values from Parts II through V in the blanks provided in column 1. Add the numbers to determine the MWPP point total that your wastewater facility has generated for the past twelve months.

Part	Points
II	0
III	0
IV	0
V	0
Total	0

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 18, 2014**

AGENDA ITEM: H

SUBJECT: Discretionary Items

PETITIONER: Elected, Appointed, and Staff

ACTION REQUESTED BY PETITIONER: Open agenda item provided for comments or discussion on discretionary items.

[BACK TO AGENDA](#)