

**5:30 p.m. – Work Session**

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

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

**A. Welcome & Roll Call**

**B. Pledge of Allegiance – Scott Brenkman, Police Chief**

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

**D. Public Comment**

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

**E. Presentations and Reports**

1. Mayor's Report
2. City Administration Report
  - a. Department Reports January
  - b. February Anniversaries Employee Recognition
  - c. Staffing Authorization Plans
  - d. Community Development Report

**F. Consent Items**

1. Consideration to approve meeting minutes from:  
January 17, 2023 Council Work Session  
January 17, 2023 Council Meeting  
February 7, 2023 Council Work Session  
February 7, 2023 Council Meeting

**G. Action Items**

1. Consideration of Resolution #2023-10 declaring property as surplus and authorizing the sale of the same.  
*Presenter: Steve Brooks, City Administrator/Attorney*
2. Consideration of Resolution #2023-11 approving an interlocal agreement between Riverdale City and Weber County Clerk's Office, Elections Division for services assisting the City in conducting 2023 and 2025 primary and general municipal elections.  
*Presenter: Michelle Marigoni*
3. Consideration of Resolution #2023-12 awarding a bid to Siddons-Martin Emergency Group for the repairs and improvements to Riverdale Fire's brush truck.  
*Presenter: Jared Sholly, Fire Chief*

**H. Comments**

1. City Council
2. City Staff

### 3. Mayor

#### I. **Adjournment**

---

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

#### **Certificate of Posting**

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Riverdale City limits on this 17<sup>th</sup> day of February 2023 at the following locations: 1) Riverdale City Hall Noticing Board 2) the City website at <http://www.riverdalecity.com/> 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html> and 4) A copy was also provided to the Standard-Examiner.

Michelle Marigoni  
Riverdale City Recorder

**\*\*The City Council meeting on February 21, 2023 is viewable electronically and may be accessed by clicking on the link below. The regular City Council Chambers will be available for in person participation with recommended social distancing followed. The agenda for the meeting is also attached above. \*\***

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

Minutes of the **Work Session** of the **Riverdale City Council** held Tuesday January 17, 2023, at 5:30 p.m., at the Civic Center in the Council Chambers, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Steve Hilton, Councilmember Anne Hansen, Councilmember Karina Merrill, Councilmember
City Employees:	Steve Brooks, City Administrator/Attorney (via Webex) Mike Eggett, Community Development Director Shawn Douglas, Public Works Director Scott Brenkman, Police Chief Jared Sholly, Fire Chief Michelle Marigoni, City Recorder
Excused:	

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

**Public Comment:**

Mayor Mitchell indicated there may be some public comment tonight regarding the rezone on the agenda.

**Presentations and Reports:**

**Mayor's Report**

Mayor Mitchell noted the new budget season is about to start and asked council members to think about what type of strategic budget meeting they would prefer.

**City Administration Report**

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

**Consent Items**

1. **Consideration to approve meeting minutes from:**  
January 3, 2023 Council Work Session  
January 3, 2023 Council Meeting  
  
No changes to January 3 minutes.
2. Advice and consent regarding the reappointment of planning commissioners Kent Anderson and Wanda Ney. Mayor Mitchell asked if there were any questions. There were none.
3. Advice and consent regarding the appointment of a new planning commissioner to fill a vacant position. Celeste Noland will be appointed to finish the remainder of Mr. Wingfield's term.

**Action Items**

1. **Consideration of Resolution #2023-06 approving a master agreement between Riverdale City and the Utah Department of Transportation to provide for water and sewer changes resulting from the 5600 South widening project.**

Mr. Douglas explained this is a standard agreement for large projects with UDOT. The portion involving Riverdale is fairly small.

2. **Consideration of Resolution #2023-07 approving an interlocal agreement between Riverdale City and numerous other local agencies concerning a contractors list to be used for seal and board services and hazardous materials services.**

Chief Sholly explained this was approved in July, but it has been amended to add hazardous materials and to allow for Police Officers to call for board services. Mr. Stevens asked if this was a rotation or if the city has a choice on contractors. Chief Sholly said it is a rotation list, but homeowners can have a choice on the company used.

**3. Consideration of Resolution #2023-05 for a Development Agreement for property located approximately 4142 Riverdale Road, Riverdale, Utah 84405; as submitted by H & P Investments (Owner).**

Mr. Brooks said this is the same agreement that was on the previous agenda, but the owner was unavailable. The water contract was approved, and this is the second half of the documentation.

**4. Consideration to un-table Ordinance #953 to approve proposed rezone request from Agricultural (A-1) Zoning to Single-Family Residential (R-1-6) Zoning for property located at approximately 3450 South Parker Drive, Riverdale, Utah, 84405 as requested by Hugh Parke.**

Mr. Eggett explained Mr. Parke asked for this item to be un-tabled. He has provided one new document which is in the packet and all other materials are the same as previous meetings. Mr. Stevens asked if they were made aware of the fact they had 90 days to return, if they were given a courtesy call or if this was grandfathered. Mr. Brooks explained the rule was not added to the Council Rules and Procedures until after the item was tabled, so it did not apply in this case. The rule will apply to any items moving forward. Mr. Brooks noted a decision must be made within 45 days if Mr. Parke requests a decision as per state law.

Ms. Hansen asked if there was a letter when the fill was being added stating there could be no development on the land until the fill was removed. She asked if this was true and if it was enforceable. Mr. Brooks said it was true, but being able to enforce it depends on if the developer can convince the council they can do enough to mitigate the issues caused by the fill.

Mr. Eggett noted three elements in the letter that must be rectified for development: 1- the fill on the property is compactible and developable, 2- flooding mitigation and 3- wetlands mitigation. However, the issue on the agenda is the rezone and not the development.

**5. Consideration of Ordinance #961 regarding proposed amended updates and corrections to the Moderate Income Housing Plan element of the Riverdale City General Plan to be in compliance with House Bill 462.**

Mr. Eggett explained there was a letter of non-compliance received, along with most other cities in the state. The department of housing and development was helpful to make it clear what they were looking for to become compliant. Alicia Gamble at the state gave the go-ahead and said the new draft is complete and compliant. There was a public hearing with the Planning Commission.

Mr. Brooks gave Mr. Eggett kudos and thanked him for his hard work on this project, as there was not much direction from the beginning. Mayor Mitchell said other cities and mayors are having a difficult time and that roads funding is tied to the report compliance.

**6. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual. (roll call vote)**

**Comments**

1. City Council:
2. City Staff:
3. Mayor: Mayor Mitchell said Councilor Arnold attended a meeting for him with Senator Millner and asked if he would go over that in the next meeting for the Mayor's Report.

**Adjournment**

Having no further business to discuss, the Work Session was adjourned at 5:56 p.m.

**Date Approved:**

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, January 17, 2023, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Steve Hilton, Councilmember Anne Hansen, Councilmember Karina Merrill, Councilmember
City Employees:	Steve Brooks, City Administrator/Attorney (via Webex) Mike Eggett, Community Development Director Shawn Douglas, Public Works Director Scott Brenkman, Police Chief Jared Sholly, Fire Chief Stacey Comeau, Human Resources Michelle Marigoni, City Recorder
Visitors:	Dennis Peters Tammy Donohoo Veldon Wardle Cam Preston

### **Welcome & Roll Call**

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

**Pledge of Allegiance** – Anne Hansen, Councilmember

**Invocation** – Steve Hilton, Councilmember

### **Public Comment**

Mayor Mitchell invited members of the public to speak.

Tammy Donohoo said she has been to several meetings with the PC and CC. She feels that no matter what an engineer says, water takes the path of least resistance. She is all for development but said if her home floods, there will be lawyers involved and she will be getting compensation.

Veldon Wardle commented that the engineer report recently submitted talked about how the river will flood to the east, not to the west. Last time the river jumped its banks it went to both sides. The engineer saying that discredits everything he has said. He is also not opposed to development there, but they have raised it 6-8 feet which is 4 feet above his lot, which will cause drainage and a swamp in his yard. The engineers didn't do a study about that and they don't care about his yard. The fill should be removed back to the original level it was. They are asking council to approve it on their word that the fill will be removed. Once the fill is actually removed, he would support a subdivision there.

### **Presentations and Reports**

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

Mayor Mitchell noted it was the first day of the 2023 legislative session and asked council to keep an eye on things that will affect the city. Councilor Arnold spoke about a meeting with Senator Millner. He said her aide is Tate Warren and if anyone contacts them, they should keep the Mayor informed. They talked about a lead and copper survey in 2024. Mr. Douglas said there would need to be a survey and then follow-through with the results. Mr. Arnold said it could be expensive. They spoke about wanting to repeal SB54 involving signatures for ballots. LGBTQ items in schools will be addressed. The biggest thing from the meeting was that Mr. Warren could be contacted to get information to Senator Millner.

Mayor Mitchell reminded councilors that ULCT will start sending updates regarding the legislative session. He attended a WACOG meeting and said the transfer station is looking to raise rates, which may need to be passed on to residents. He thanked the fire department and police for the quick work on the fire at Leslie's Trailer Park. The owners of the park are now offering \$3000 to residents who move out by February 1<sup>st</sup>, and \$1500 to those who move out by March 1<sup>st</sup>. Many of the trailers have been pulled out, leaving a large amount of junk in the park, but it will be cleaned up soon.

**City Administration Report**

**a. Department Reports November/December**

Sales tax reports are showing a consistent pattern of drops each month and not keeping up with last year's sales tax amounts.

**b. January Anniversaries Employee Recognition**

**c. Staffing Authorization Plans**

Overall, still in good shape and filling positions

**d. Community Development Report**

Businesses are having a hard time getting supplies and employees, causing delays in opening. Several businesses on the report are close to opening. There should be an influx of finished businesses in the next six months. Mr. Eggett said J Dawgs would be opening Thursday if their license had been issued.

**Consent Items**

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

January 3, 2023 Council Work Session

January 3, 2023 Council Meeting

Mayor Mitchell asked if there were any changes to the minutes from January 3. There were no changes. Councilmember Arnold made a motion to approve the minutes. Councilmember Hilton seconded the motion. All were in favor and the minutes were approved.

**2. Advice and consent regarding the reappointment of planning commissioners Kent Anderson and Wanda Ney.**

Mr. Eggett reported both Kent Anderson and Wanda Ney had agreed to serve another term on the planning commission. Councilmember Arnold made a motion to approve the second consent item. Councilmember Merrill seconded the motion. All were in favor and the consent item was approved.

**3. Advice and consent regarding the appointment of a new planning commissioner to fill a vacant position.**

Mayor Mitchell said he has asked Celeste Noland to fill the vacancy left by Mr. Wingfield. She has lived in Riverdale for 18 years. She had reached out to Mayor Mitchell with a book recommendation, which is how he was introduced to her.

Councilmember Hansen made a motion to approve the consent items. Councilmember Hilton seconded the motion. All were in favor and the Celeste Noland was appointed.

**Action Items**

**1. Consideration of Resolution #2023-06 approving a master agreement between Riverdale City and the Utah Department of Transportation to provide for water and sewer changes resulting from the 5600 South widening project.**

**Motion:** Councilmember Arnold made a motion to approve Resolution 2023-06 approving a master agreement between Riverdale City and the Utah Department of Transportation to provide for water and sewer changes resulting from the 5600 South widening project.

**Second:** Councilmember Stevens

Councilor Hilton: Yes

Councilor Stevens: Yes

Councilor Hansen: Yes

Councilor Merrill: Yes

Councilor Arnold: Yes

**Motion passes unanimously.**

**2. Consideration of Resolution #2023-07 approving an interlocal agreement between Riverdale City and numerous other local agencies concerning a contractors list to be used for seal and board services and hazardous materials services.**

Chief Sholly explained this is an addendum to the last agreement that was approved, adding hazmat cleanup and allowing the police department to use the list.

**Motion:** Councilmember Hansen made a motion to approve Resolution 2023-07 approving an interlocal agreement between Riverdale City and numerous other local agencies concerning a contractors list to be used for seal and board services and hazardous materials services.

**Second:** Councilmember Merrill

Councilor Arnold:	Yes
Councilor Merrill:	Yes
Councilor Stevens:	Yes
Councilor Hansen:	Yes
Councilor Hilton:	Yes

**Motion passes unanimously.**

**3. Consideration of Resolution #2023-05 for a Development Agreement for property located approximately 4142 Riverdale Road, Riverdale, Utah 84405; as submitted by H & P Investments (Owner).**

Mr. Brooks said this was on the agenda for the last meeting, but the owner had not been available. The water agreement was already completed, and this is the second part of the agreements. This is a simple development agreement stating all city and state codes will be followed and that water will be provided and assigned to that particular lot.

**Motion:** Councilmember Arnold made a motion to approve Resolution 2023-05 approving a Development Agreement for property located approximately 4142 Riverdale Road, Riverdale, Utah 84405; as submitted by H & P Investments (Owner).

**Second:** Councilmember Hilton

Councilor Hansen:	Yes
Councilor Arnold:	Yes
Councilor Hilton:	Yes
Councilor Stevens:	Yes
Councilor Merrill:	Yes

**Motion passes unanimously.**

**4. Consideration to un-table Ordinance #953 to approve proposed rezone request from Agricultural (A-1) Zoning to Single-Family Residential (R-1-6) Zoning for property located at approximately 3450 South Parker Drive, Riverdale, Utah, 84405 as requested by Hugh Parke.**

Mr. Eggett reported this was discussed in September 2022. Mr. Parke had requested to be allowed to show some new materials.

**Motion:** Councilmember Arnold made a motion to un-table Ordinance #953 to approve proposed rezone request from Agricultural (A-1) Zoning to Single-Family Residential (R-1-6) Zoning for property located at approximately 3450 South Parker Drive, Riverdale, Utah, 84405 as requested by Hugh Parke.

**Second:** Councilmember Stevens

**Discussion on motion:** Councilmember Hansen requested personal comments not be made during this discussion. Mr. Arnold said it needs to be discussed and the request needs to be moving along.

**Motion passes unanimously, item un-tabled for discussion and action.**

Mr. Arnold stated if there was new material it should have been provided to the city, but he didn't see anything new in the packet.

Mr. Parke approached the podium and said there was previous discussion about looking at the base flood elevation. Ensign Engineering went out to the site, and they also met with Todd Freeman, Riverdale's engineer. The findings were in the letter in the packet. According to the studies, the development will not affect flooding in Riverglen, as the flooding would happen in Riverglen whether the Purin piece was developed or not. The surveys showed that the design of the subdivision would follow the same topography as the back of the Riverglen subdivision. The higher level is due to the fill brought in by the Purins, who had planned to push the fill to the back and level it out before receiving a cease-and-desist letter. The elevation will be coming down. Drainage coming off the subdivision would be retained on the property, and they have designed drains along the south side of the property to catch water running off, if there is any. He stated engineers have said there should be no problems with flooding or causing flooding.

Councilor Hansen went over the concessions agreed to last time: The fill would be all removed, there would be no two-story homes on the south side, the drainage would be done, and the grade would be done in a way that would drain properly. She asked if they were still willing to do these things.

Mr. Parke stated he did not remember saying the fill would all be removed, but only from where the roads were going. Ms. Hansen said there will be massive issues within a few years if the fill is reused and there is no compaction. Mr. Parke believed the helical piers would eliminate the need for compaction, and the weight of the air conditioner units and gas meters would not be significant enough to need compaction. The driveways would be compacted, but the area will not be over-excavated, so he is not worried about it. Ms. Hansen asked if Mr. Parke was willing to do all of the things he has said he would do thus far.

Mr. Arnold asked Mr. Brooks if the cease-and-desist letter was ignored, benefitting the property owner, why the letters are being sent and why some residents are being prosecuted for having weddings, but these are not prosecuted. Mr. Brooks said he isn't sure why, but it should have been done. Mr. Arnold asked why we don't ignore everything the city says if some things won't be prosecuted. He asked if it could still be done. Mr. Brooks said it could be if the statute of limitations has not been reached.

Mr. Parke recalled the Purins were told they had to have a SWPPP plan in place if they were bringing dirt in, which they did. They were then asked to stop bringing dirt in, and as he understood it, they stopped when they were asked. Mr. Eggett said he recalls a letter with conditions that needed to be met, but he was not privy to the conversations at the time.

Mr. Arnold said three things should have been mitigated before bringing it back to council, and there is no evidence that any of them have been done. Mr. Parke stated the helical pier is an approved and sustained method that mitigates the issue. Mr. Arnold said none of the city's requests have been met. Mr. Parke disagreed, as the helical piers will work fine, and the fill will be compacted under the roads. Mr. Eggett said there has been no documentation from the Army Corps of Engineers on the flood plain.

Mrs. Merrill asked Mr. Brooks if there were two cease-and-desist letters. Mr. Brooks was not sure what letters were sent back then, but he did recall the city administrator asking for one. He said whatever communication was made had been ignored.

Mr. Parke told councilors he thought they would need to bring the proof upon submitting the site plan and not at the rezone. After the rezone is complete, they would prove how they could mitigate the issues.

Mr. Stevens asked who owns the property. Mr. Parke said the Purins still own it, but they have a contractual interest in the land, and once the necessary approvals are made, they would assume the property. Mr. Stevens suggested Mr. Purin should be at the meetings instead of Mr. Parke representing them.

Mr. Stevens thought there should be a resolution and not the "he-said-she-said" that has been happening. He said he has looked at the property and can see what Mr. Wardle is talking about. The hill is concerning even with no basements, as it is still higher than the existing homes. Mr. Parke said the elevation will be coming down and the Purins did not have time to level it before they were told to stop moving dirt. There will be the required elevation differences and slope based on the state regulations to keep water moving where it needs to go – to the river.

Mr. Parke said the design isn't even finished, as the rezone is only the first step. They are trying to get past the rezone so they can begin to deal with the issues and figure out how low it needs to be. They will need to prove those three items before a subdivision plat can even be submitted.

Ms. Hansen asked Mr. Eggett if those issues are normally handled during the subdivision process and not the rezone. Mr. Eggett said it normally is, but that these facts could still be considered in the rezone request. She asked if the issues could be mitigated now or would normally be during the subdivision process. Mr. Eggett confirmed they would have been addressed at that point. Mrs. Merrill asked if these items have all been discussed. Mr. Eggett said there has been no communication regarding them. Dennis Peters said an email was sent at 5:22 pm with information. Mr. Parke assured her he has letters from FEMA and the Army Corps of Engineers saying everything is just fine. The fill is the only thing left, which would be a part of the subdivision and they would be checked by Mr. Douglas along the way. Though they have not been submitted, they do have resolution on all three items, which typically comes at the development time.

Mr. Peters said all the work was submitted in November and they just received the letter that day. He suggested it be tabled again if council members need to look over the letters. He asked Mr. Brooks if prosecution of the Purins for the cease-and-desist violation would affect the subdivision and rezone in any way. Mr. Brooks said that is a civil matter that has nothing to do with the current issue at hand. Mr. Peters said they are fine with waiting for another meeting or moving forward to the subdivision process.

Mayor Mitchell said the property had a pond and large trees, fill was brought in against the city's wishes, and now the property has six to nine feet of extra fill on it. He thinks people have a hard time seeing the property as developable with the fill there. Another concern is that the developers will get further down the road and invest more, and then not have it work out.



Cam Preston with Ensign Engineering said their analysis looks at development on the property. The impact of the development will not change the fact that the lower areas will still be below the flood plain. The subdivision will not affect the flooding that is inevitable at Riverglen. The development cannot make Riverglen come above the flood elevation.

Mr. Peters recognized there were issues with the property owner but said they can resolve it by moving the dirt and grading the land.

Mr. Arnold said he has walked in the water as it was rushing in someone's back door. He felt the engineering report used for the Ensign letter was wrong in stating the water will go to the east and then flow back south into the river, as the problem is going through the bridge where it backs up and moves into the property. There has always been a lake there. The south end of Riverglen is saturated so there is nowhere for the water to go but to the bridge, where it backs up.

There was further discussion between Councilor Arnold, Mr. Peters, and Mr. Preston about the flooding and engineer's reports.

**Motion:** Councilor Hansen moved to table the rezone until the letters can be provided to Mr. Eggett regarding the three issues

**Second:** No second, motion dies.

Mr. Stevens talked about moving the dirt into the low spot, which is where the pond forms. Mr. Parke said the city dumps water from subdivisions there which Mr. Douglas corrected, as it is the state and not the city. Mr. Stevens said the low spot is a natural place for the dirt to go, so filling it in would cause a problem.

Mr. Hilton said the underlying problem is that the engineering is based on FEMA and floodplain studies that are flawed, in his opinion. The reports do not fit with what he has seen there. Mr. Hilton explained what he has seen as far as the flow of the river during high water. Riverglen will flood, but the new development would exacerbate the problem. Mr. Peters argued it would not.

There was extensive further discussion regarding water and flooding.

**Motion:** Councilmember Hansen made a motion to deny the rezone request in order to move on.

**Second:** Councilmember Hilton

Councilor Hansen said it has been clear that there is not going to be a majority vote on this rezone, and the circular discussions need to stop as they are not making the council look good.

Mr. Stevens said he made it clear in September what he needed to see happen in order to support the rezone. He would like to see something happen to it, as it is zoned A-1 and four structures could be built now.

Councilor Stevens:	Yes
Councilor Hilton:	Yes
Councilor Merrill:	Yes
Councilor Hansen:	No
Councilor Arnold:	Yes

**Motion to deny passes 4 in favor to 1 against.**

**5. Consideration of Ordinance #961 regarding proposed amended updates and corrections to the Moderate Income Housing Plan element of the Riverdale City General Plan to be in compliance with House Bill 462.**

Mr. Eggett explained there was a letter of non-compliance received, along with most other cities in the state. The department of housing and development was helpful to make it clear what they were looking for to become compliant. Alicia Gamble at the state gave the go-ahead and said the new draft is complete and compliant. He mentioned having eight goals rather than the minimum of three makes Riverdale a priority city for roads funding. There was a public hearing with the Planning Commission.

**Motion:** Councilmember Arnold made a motion to approve Ordinance #961.

**Second:** Councilmember Hilton

Councilor Merrill:	Yes
Councilor Arnold:	Yes
Councilor Hansen:	Yes
Councilor Hilton:	Yes
Councilor Stevens:	Yes

**Motion passes unanimously.**

6. **Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual. (roll call vote)**

**Motion:** Councilmember Arnold made a motion to adjourn into a Closed Executive Session.

**Second:** Councilmember Hilton

Councilor Hilton:	Yes
Councilor Stevens:	Yes
Councilor Merrill:	Yes
Councilor Arnold:	Yes
Councilor Hansen:	Yes

**Motion passes unanimously.** Meeting adjourned to closed session at 7:27 pm.

Present in closed meeting: Braden Mitchell, Alan Arnold, Bart Stevens, Anne Hansen, Karina Merrill, Steve Brooks

Meeting reopened at 8:07 pm.

#### **Comments**

1. **City Council:**

- Councilor Merrill said the YCC will not be going to the legislature on 1/18 as previously thought.
- Councilor Stevens suggested a KSL article for the council members to read about the new legislative session and asked everyone to pay attention to the bills being addressed.

2. **City Staff:**

3. **Mayor:**

- Mayor Mitchell said he asked Mr. Brooks to review the court system and provide some materials for strategic planning.
- The mayor suggested everyone watch the Roy City council meetings, as he found them surprising. He thanked each council member for being professional.

#### **Adjournment**

Having no further business to discuss, Councilmember Arnold moved to adjourn the meeting. Councilmember Hilton seconded. The meeting was adjourned at 8:16 p.m.

**Date Approved:**

Minutes of the **Work Session** of the **Riverdale City Council** held Tuesday February 7, 2023, at 5:30 p.m., at the Civic Center in the Council Chambers, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Steve Hilton, Councilmember Anne Hansen, Councilmember Karina Merrill, Councilmember (via phone)
City Employees:	Steve Brooks, City Administrator/Attorney Scott Brenkman, Police Chief Mike Eggett, Community Development Jared Sholly, Fire Chief Stacey Comeau, Human Resources Michelle Marigoni, City Recorder

Excused:

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

**Public Comment:**

Mayor Mitchell asked if anyone knew of any public comment, no one was aware of any.

**Presentations and Reports:**

**Mayor's Report** – Nothing for this meeting

**Council Assignment Reports** – Councilor Merrill noted the Youth City Council is putting on a Valentine's party. Mayor Mitchell asked Mr. Brooks to make sure there was a reminder on social media.

**Consent Items**

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

January 17, 2022 Council Work Session  
January 17, 2022 Council Meeting

Mayor Mitchell said Mrs. Marigoni had asked to have the minutes tabled until the next meeting to make some changes.

**Action Items**

**1. Consideration to approve Resolution #2023-08 amending Personnel Policies Handbook policy 7-4 Appeals of Discipline/Grievance/Open Communication.**

Stacey Comeau will be presenting this item.

**2. Consideration of Ordinance #962 to approve Hammart Small Subdivision plan and plat, located at approximately 5759 S. South Weber Drive, Riverdale, Utah 84405, as requested by Alexis Hammer, Scott Hammer, and Marino Martinez.**

Mr. Eggett explained this is a two-lot subdivision that was reviewed in Planning Commission in December 2022 and favorably recommended to City Council. He briefly went over the executive summary and packet contents and explained the existing building would be demolished if the subdivision were to be approved.

**3. Consideration to approve Final Site Plan for Riverdale Townhomes residential apartments project, located at approximately 4086 South 300 West, Riverdale, Utah 84405, as requested by Riverdale Center North, LLC and AWA Engineering.**

Mr. Eggett noted this is the property behind the Bed Bath & Beyond building. It was before the Planning Commission some time ago and a DRC was held in December 2022. He went over the executive summary and packet contents, noting that there were City Administrator's comments regarding parking. He said Public Works felt the plan was ready for

Council, though there are some comments regarding snow removal, and that Chief Brenkman has requested parking not be allowed along the street impeding sight lines.

Ms. Hansen asked Mr. Brooks if there was any basis to deny the site plan. Mr. Brooks said there isn't anything to deny as they are in compliance with the code, however the code may be changed in the near future regarding parking spaces. Any parking issues will be an enforcement issue, which should be referred to and handled by the property management, unless the violation is on the public street. The curb may be painted and signed on Pacific Avenue to prohibit parking if it becomes a problem.

Councilor Arnold asked if there was a time limit of six months due to the time that has passed since they started the process. Mr. Eggett answered that any time limits would begin from the date of City Council approval.

**4. Consideration of Resolution #2023-09 implementing an updated Emergency Operations Plan**

Chief Sholly said the plan had not been updated since 2014. It will be updated annually moving forward and training will be implemented once an Emergency Manager is chosen. Mr. Arnold inquired as to why the plan needed to be brought to council. Chief Sholly said it needs to be adopted by council, but after that changes can be made administratively. Mr. Arnold felt it should be handled completely administratively and Mr. Brooks agreed. Chief Sholly noted there is a requirement for a resolution, which needs to be approved by Council, and that training for councilmembers would be included in the plan.

Mr. Brooks said there is some information in the plan that he is not comfortable with, as it is a public document and there are some things that would be protected information, however he was not sure if they are required to be in there. He noted that the Mayor alone can declare an emergency for up to 30 days, but anything longer than that would need to be approved by council. There was general discussion about the basic emergency procedures involving the Mayor and council as well as past emergencies.

Councilor Hansen and Mayor Mitchell thanked Chief Sholly for his hard work on the Emergency Operations Plan.

**5. Discussion regarding upcoming strategic planning/budget meeting.**

Mr. Brooks said there were two department heads who would not be available on March 4<sup>th</sup>.

**Comments**

**1. City Council:**

- Councilor Stevens said on November 1, 2022 there was an amendment to correct rules of council, which included a section about council conduct. He said after the last meeting with a rezone request, he felt it was a little off-kilter and not as productive as it could have been. A speaker should have permission from the chair and there is civility and quorum that needs to be kept. The back-and-forth was perpetual and created chaos. He asked that Council adhere to the Council Rules and Procedures in meetings going forward, and suggested councilmembers to read the section to keep the meetings productive.

**2. City Staff:**

**3. Mayor:**

- WACOG – training for weeds spraying, passed on to Steve to give to public works.
- A resident reached out to see about making the city more dementia friendly and volunteered to teach some classes.
- Mr. Eggett for an update about the subdivision code changing.

**Adjournment**

Having no further business to discuss, the Work Session was adjourned at 6:00 p.m.

**Date Approved:**

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, February 7, 2023, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Steve Hilton, Councilmember Anne Hansen, Councilmember Karina Merrill, Councilmember (via telephone)
City Employees:	Steve Brooks, City Administrator/Attorney Scott Brenkman, Police Chief Mike Eggett, Community Development Jared Sholly, Fire Chief Stacey Comeau, Human Resources Michelle Marigoni, City Recorder
Visitors:	Jake Tate Alexis Hammer Scott Hammer Mario Martinez

### **Welcome & Roll Call**

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

**Pledge of Allegiance** – Steve Brooks, City Administrator

**Invocation** – Councilor Hansen

### **Public Comment**

Mayor Mitchell invited members of the public to speak. There was no public comment.

### **Presentations and Reports**

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

Mayor Mitchell thanked those who went to the J Dawgs grand opening. They have been very busy and successful since opening.

State legislature is in session, and zoning will be coming up soon. He asked Mr. Eggett to update council on a couple of bills:

Mr. Eggett said there will be only two reviews on subdivisions – one for PC and one with Council. Also, on all review submittals, there are a total of four rounds allowed. They have also discussed that they may be auto approved after four rounds. They are considering making public bond funds available to developers.

Mr. Brooks noted the ULCT has stood up for cities this year on some of the bills, which was encouraging.

### **Council Assignment Reports**

### **Consent Items**

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

January 17, 2022 Council Work Session  
January 17, 2022 Council Meeting

Mayor Mitchell reported the minutes from January 17 would be delayed until the next meeting.

### **Action Items**

#### **1. Consideration to approve Resolution #2023-08 amending Personnel Policies Handbook policy 7-4 Appeals of Discipline/Grievance/Open Communication.**

Stacey Comeau reported this is a small change to the policy, adding the mayor as an option for employees to discuss concerns with.

**Motion:** Councilmember Arnold made a motion to approve Resolution 2023-08 amending Personnel Policies Handbook policy 7-4 Appeals of Discipline/Grievance/Open Communication.

**Second:** Councilmember Hilton

Councilor Merrill:	Yes
Councilor Arnold:	Yes
Councilor Hansen:	Yes
Councilor Hilton:	Yes
Councilor Stevens:	Yes

**Motion passes unanimously.**

**2. Consideration of Ordinance #962 to approve Hammart Small Subdivision plan and plat, located at approximately 5759 S. South Weber Drive, Riverdale, Utah 84405, as requested by Alexis Hammer, Scott Hammer, and Marino Martinez.**

Mr. Eggett noted Alexis Hammer was present for questions. Mr. Eggett explained this is a two-lot subdivision that was reviewed in Planning Commission in December 2022 and favorably recommended to City Council. He briefly went over the executive summary and packet contents and explained the existing building would be demolished if the subdivision were to be approved.

**Motion:** Councilmember Arnold made a motion to approve Ordinance #962 approving the Hammart Small Subdivision plan and plat, located at approximately 5759 S. South Weber Drive, Riverdale, Utah 84405.

**Second:** Councilmember Hilton

Mayor Mitchell said he is glad to see an R-1-10 zone in Riverdale.

Councilor Hilton:	Yes
Councilor Stevens:	Yes
Councilor Hansen:	Yes
Councilor Merrill:	Yes
Councilor Arnold:	Yes

**Motion passes unanimously.**

**3. Consideration to approve Final Site Plan for Riverdale Townhomes residential apartments project, located at approximately 4086 South 300 West, Riverdale, Utah 84405, as requested by Riverdale Center North, LLC and AWA Engineering.**

Mr. Eggett noted Jake Tate was representing the item. August 9 favorably recommended by the Planning Commission. The project is supported by the general plan. The City Administrator has some comments regarding parking, of which Mr. Tate is aware. Any parking issues will be an enforcement issue, which should be referred to and handled by the property management, unless the violation is on the public street. The curb may be painted and signed on Pacific Avenue to prohibit parking if it becomes a problem.

Councilor Hansen noted there was a discrepancy on the number of parking stalls. The Planning Commission document shows 33 but the plan shows 22. Mr. Eggett said there are extra parking stalls that are adjacent to the development, and were not counted in the plan after review.

Ms. Hansen asked if the units have basements and individual driveways. Mr. Eggett answered the units do not have basements and only have two-car garages. Ms. Hansen said she has concerns about failures with parking issues and suggested not allowing storage in the garages so they are available for parking. She has concerns about parking enforcement and the day care across the street if people are parking on Pacific Avenue. She asked that if anything could be addressed in the CCR's it would be appreciated.

Mr. Tate with AWA Engineering said they would be addressed in CCR's, and the parking meets city code. The number of parking stalls had to change for snow storage and drainage. He agreed that keeping garages available was a good idea and said he would pass it on to the owners. He asked that whatever requirements imposed on the development regarding parking stay within code, as the road has very low traffic. They are happy to do what they need to do without being duly unburdened outside of the code requirements.

Mr. Stevens said he has not been in favor of the development from the beginning and sarcastically thanked Mr. Tate for agreeing to do the bare minimum. He said he doesn't foresee any younger or older people living in these units, but several single people living together, each with their own car. The speed on the road is not high, but it is moderate and still dangerous.

Councilor Arnold asked if there was a traffic study completed. Mr. Tate said it has not, but that the road is not a main Thorofare and it was simply an observations. Mr. Tate said they are trying to do the best they can, and aren't trying to do the bare minimum, but stay within code requirements. Mayor Mitchell commented he has the same concerns regarding parking.

Councilor Stevens asked if they would be owner occupied or leased. Mr. Tate said they will be leased with HOA rules. Mr. Eggett reported he has added this project to the Moderate Income Housing Plan, and that this development would help address the "missing middle" and workforce housing.

Mr. Arnold asked about the sidewalks and how close they would be to the street. Mr. Tate said there is a park strip in most of it, but there are some places it is adjacent to the curb; however, every unit is accessible via an ADA path.

Mr. Stevens asked if there would be a barrier around the development. Mr. Tate said there is a fence along the back and sides. Mr. Stevens said it would be nice to have a fence or barrier for safety from traffic.

Councilor Arnold believed the police would be called often with the way it is set up and said he would not be supporting this development.

**Motion:** Councilmember Hansen made a motion to approve the final site plan for the Riverdale Townhomes residential apartments project located at approximately 4086 South 300 West, Riverdale, Utah 84405.

**Second:** Councilmember Hilton

Councilor Stevens:	No
Councilor Hilton:	Yes
Councilor Hansen:	Yes
Councilor Arnold:	No
Councilor Merrill:	No

**Motion fails with 2 in favor and 3 against, site plan was not approved.**

#### **4. Consideration of Resolution #2023-09 implementing an updated Emergency Operations Plan**

Chief Sholly explained this is a working document that will be constantly evaluated. It is required for disaster funding. Mayor Mitchell expressed his appreciation for the great deal of work Chief Sholly had done on the plan.

Mr. Stevens said years ago he attended CERT training, which he found very helpful and informative. He asked if CERT training has been done. Chief Sholly said Riverdale has not had much interest in CERT, so people are referred to Weber County CERT. Councilor Arnold suggested providing emergency training within individual wards and churches in the area. Mayor Mitchell said there used to be a lot of people interested. He said he would appreciate a hard copy of the document.

**Motion:** Councilmember Arnold made a motion to approve Resolution 2023-09 implementing an updated Emergency Operations Plan.

**Second:** Councilmember Hilton

Councilor Arnold:	Yes
Councilor Hansen:	Yes
Councilor Merrill:	Yes
Councilor Stevens:	Yes
Councilor Hilton:	Yes

**Motion passes unanimously.**

#### **5. Discussion regarding upcoming budget/planning meeting.**

Mr. Brooks reported the date previously set of March 4, there will be two department heads that can't make it. He asked if March 18<sup>th</sup> would work for councilmembers, or if they would prefer splitting it in to two Tuesday meetings.

Mr. Stevens said splitting it in to two meetings isn't a bad idea, as there is so much information. Mayor Mitchell said he has discussed with Mr. Brooks separating strategic planning from the budget. Councilor Hansen said she doesn't

mind the budget being on a Tuesday, but it would be nice to have time dedicated to strategic planning to help guide decisions a little better.

There was further discussion regarding the best dates and ways to split up the meetings.

**Comments**

**1. City Council:**

- Mr. Stevens said behind Ken Garff there is a parking lot that comes onto the road. The cars coming out of the parking lot to 4600 South come out very fast with no stop or yield sign. He asked that city staff consider putting a stop sign there. Chief Brenkman said it is private property, but a sign could be put in where it meets the public road. Mr. Brooks said city staff will take a look at it.

**2. City Staff:**

- Mr. Brooks said there is a resident who is a veteran turning 100 next month and a big party will be held at the senior center. Further information will be provided as it is available.
- Chief Sholly thanked public works and police for the phenomenal job helping with a large oil spill on Riverdale Road.

**3. Mayor:**

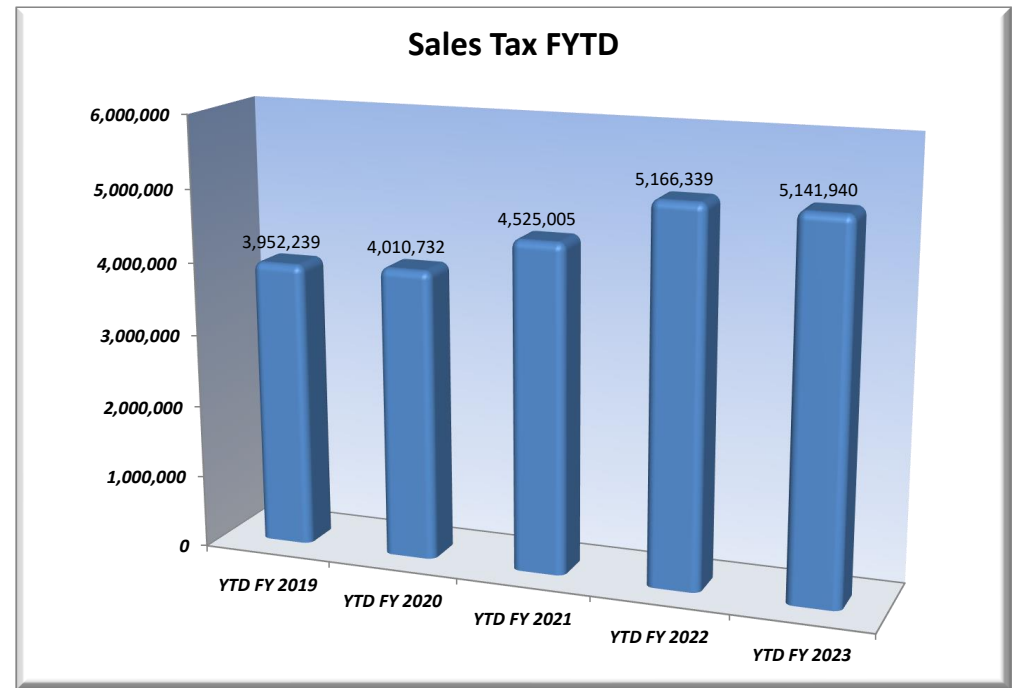
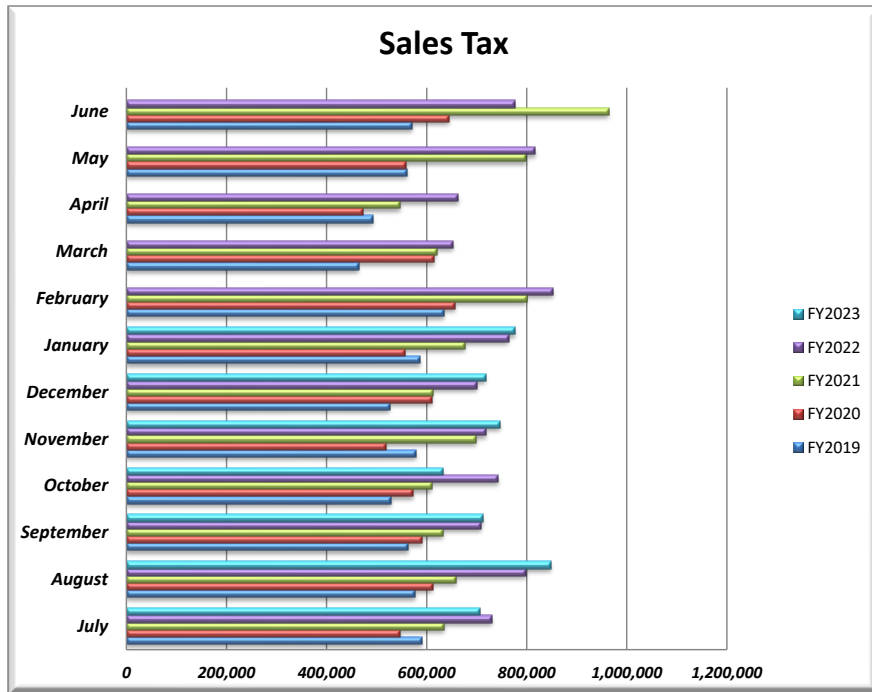
**Adjournment**

Having no further business to discuss, Councilmember Arnold moved to adjourn the meeting. Councilmember Hilton seconded. The meeting was adjourned at 6:50 p.m.

**Date Approved:**



**RIVERDALE CITY  
SALES TAX REPORT  
AS OF JANUARY 31, 2023**



Sales Tax	July	August	September	October	November	December	January	February	March	April	May	June	Totals
FY2019	591,419	576,907	563,499	528,836	578,794	526,228	586,556	634,811	464,253	493,348	560,967	571,607	6,677,225
FY2020	546,902	612,157	591,696	573,327	519,064	610,719	556,867	657,308	615,264	472,239	559,456	644,897	6,959,896
FY2021	635,065	659,853	632,737	610,213	698,778	612,021	676,337	799,676	619,991	547,110	799,140	963,922	8,254,844
FY2022	731,834	799,292	708,575	743,276	718,470	701,211	763,681	853,569	653,055	663,354	816,853	777,539	8,930,709
FY2023	706,230	848,891	712,030	633,418	746,684	718,029	776,658						5,141,940

Sales Tax FYTD	YTD FY 2019	YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023
	3,952,239	4,010,732	4,525,005	5,166,339	5,141,940

**RIVERDALE CITY  
MONTHLY UTILITY REPORT  
FOR MAYOR & CITY COUNCIL  
JANUARY 2023**

Water Fund

	Total Gallons Used (in thousands)	Total Billings	Total Customers Billed	Average Gallons used Per Customer (in thousands)	Average Bill Per Customer
Residential	10,855	\$ 51,546	2,184	5	\$ 23.60
Commercial	8,609	\$ 28,167	261	33	\$ 107.92

Sewer Fund

	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 61,711	2,161	\$ 28.56
Commercial	\$ 51,807	231	\$ 224.27

Storm Water Fund

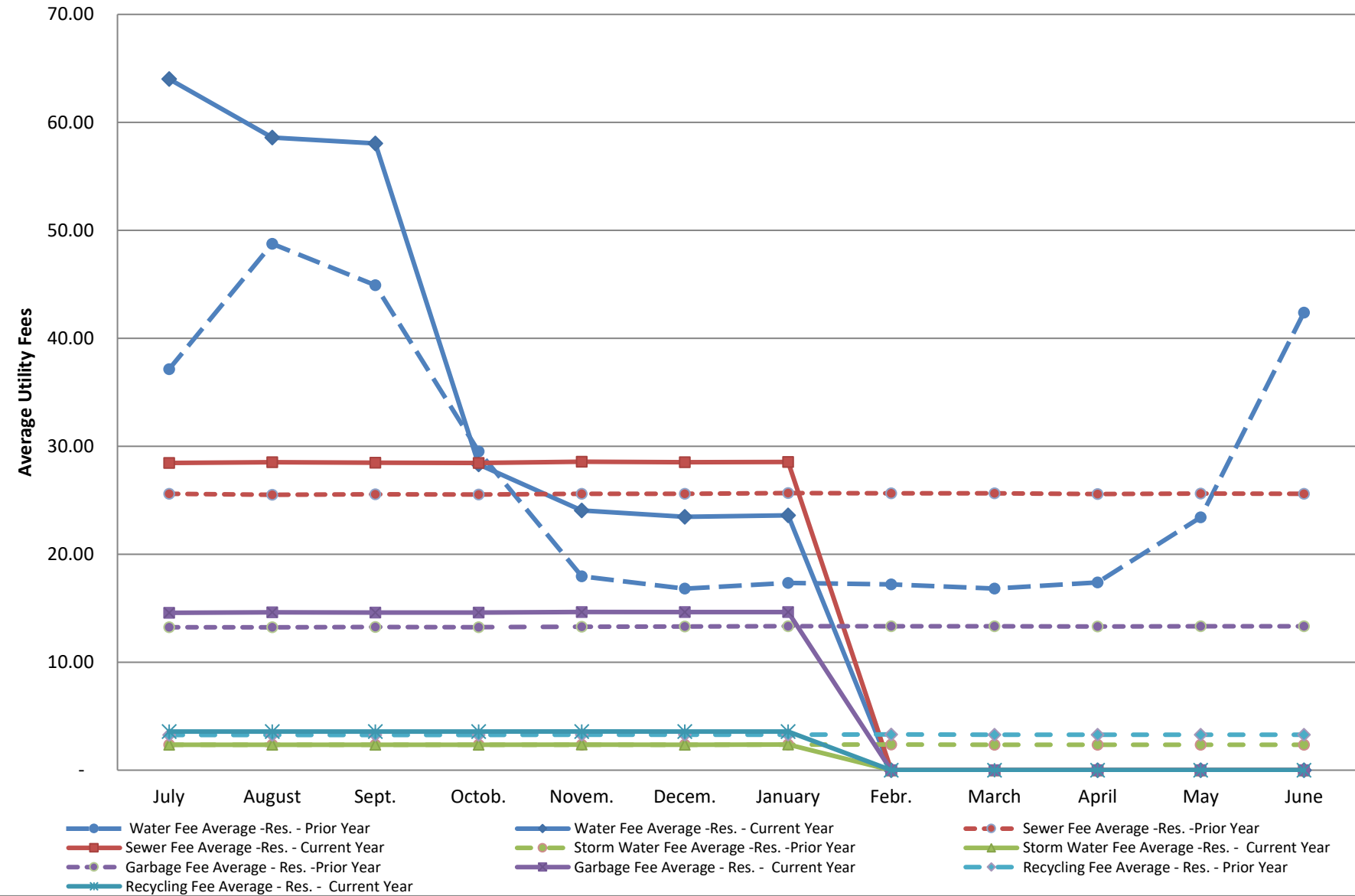
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 5,155	2,180	\$ 2.36
Commercial	\$ 14,211	202	\$ 70.35

Garbage Fund

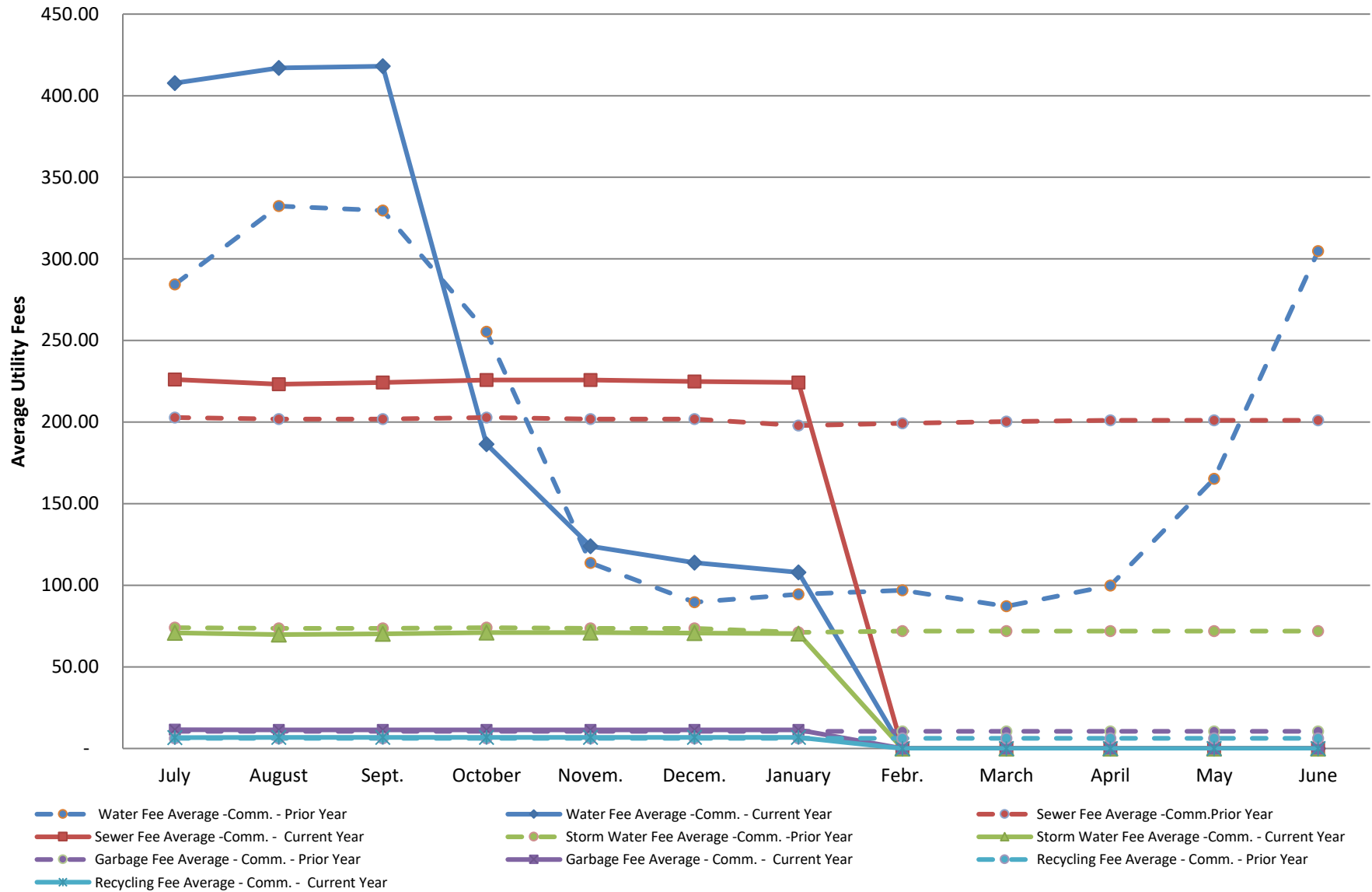
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential - Garbage	\$ 31,410	2,144	\$ 14.65 *
Residential - Recycling	\$ 6,596	1,841	\$ 3.58
Commercial - Garbage	\$ 23	2	\$ 11.47 *
Commercial - Recycling	\$ 20	3	\$ 6.80

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

Residential Average User Fees  
Fiscal Year 2022 & 2023



## Commercial Average User Fees Fiscal Year 2022 & 2023



## **Business Administration:**

Cody Cardon:

- Routine phone & computer problem resolution throughout the city.
- Routine management issues and resolution.
- Various meetings and trainings attended.
- Working on Monthly Accounting.
- Working on preliminary budget accounting.
- Working on reports for budget meetings.
- Working on budget amendments for public safety.

Stacey Comeau:

New Hires:

Promotions:

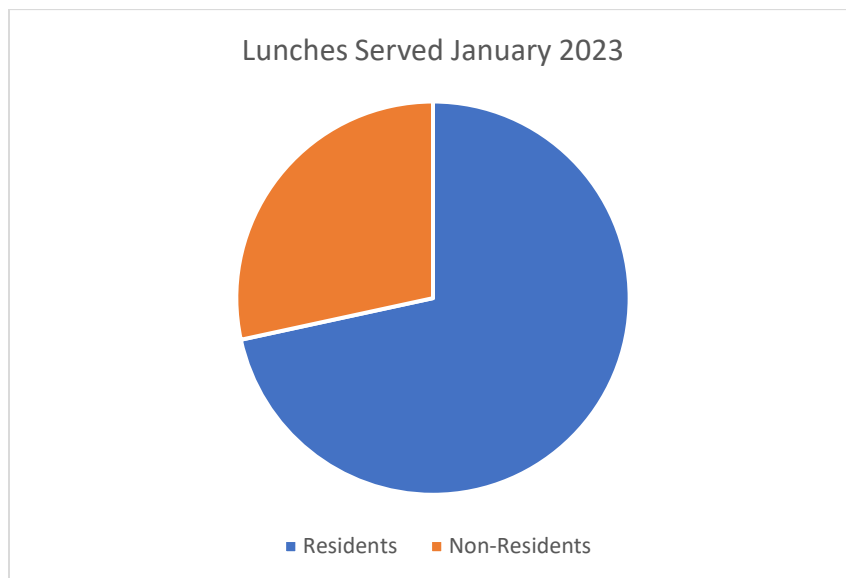
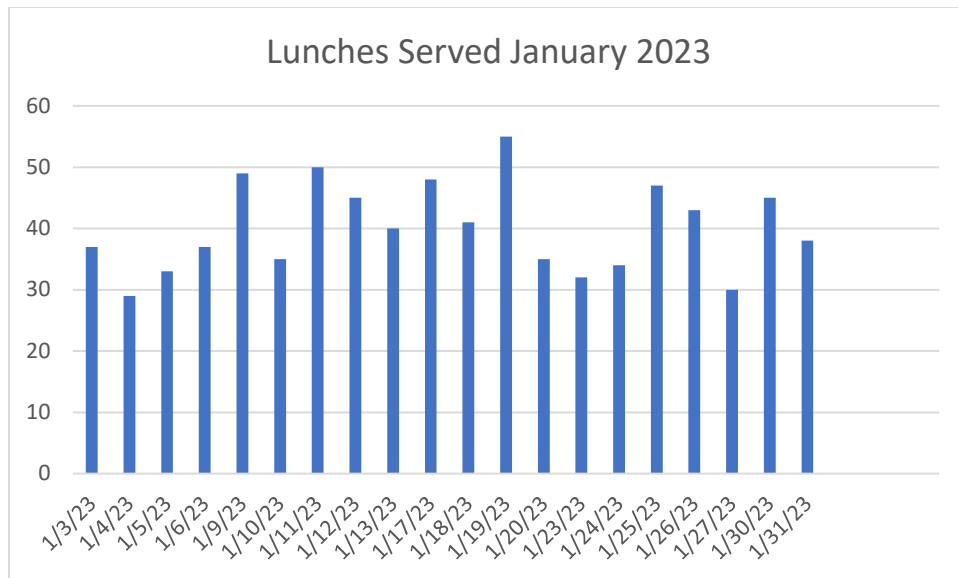
Terminations:	Jamie Boots	Police
	Scott Call	Fire
	Susan Jacobsen	Police

- Random drug testing for the month
- Processed semimonthly payroll
- Responded to job inquiries
- Prepared and distributed W-2's
- Updated Staffing Authorization Plan
- Prepared Employee Recognition
- Completed monthly payroll reconciliation
- Conducted exit interview with terminating/retiring employees
- Prepared ACH files for Rent, RDA, and Early Retiree payments
- Notarized various documents
- Responded to requests for RDA loan payoff and verification of employment, both verbally and in writing
- Prepared RDA loan disbursements
- Responded to inquiries on Purchase Assistance Program and RDA Loan Program
- Worked with various personnel to resolve issues and concerns

Chris Stone:

- Attended the ribbon cutting for Take 5 and posted pictures to social media.
- Snow removal as needed at the Civic Center and Police Station.
- Set up council/court room for various meetings and court.
- Order and pick up of custodial supplies.
- Covered for part-time custodial staff off sick or on vacation.
- Various updates to the city website and social media sites.
- Completed the city newsletter for February.
- Completed the employee newsletter for February.

## Community Services



Attended staff meetings

Held monthly departmental staff meeting

Created monthly issue of Riverdale Connections

Attended monthly NURPA meeting

Held Youth City Council meetings preparing for the Valentine's Day activity

Took applications and filled vacancies at the Senior Center



## Mayor & City Council Monthly Summary Report January 2023

### **Community Development Department:**

- Home Goods – Electrical, mechanical, plumbing, above grid, ceiling grid, and final inspections
- Sierra Trading Post – Sheeting and weather barrier inspections
- Cheddars – Framing, plumbing, electrical, and weather barrier inspections
- Chick-Fil-A remodel – Gas line inspection
- Generator Supercenter – Final inspection
- JDawgs – Above grid, fire wrap, and final inspections
- Fiiz Drinks – Framing, electrical, mechanical, and plumbing inspections
- The Buckle – Above grid, ceiling grid, and final inspections
- H&P Flex Building #2 – Plumbing inspection
- Buckway Flooring and Design – Electrical inspection
- La Z Boy Storage Room addition – Final inspection
- Twisted Sugar – Electrical and mechanical inspections
- Home inspections for various projects on residential lots
- Inspection of solar panel and equipment installation
- Inspection of demolition activities for demolition permit
- Meeting with property owners, contractors, and developers to discuss project plans
- Building plan drawings and documents review
- Fire inspections, sprinkler inspections, fire investigations, and associated fire checks for various businesses
- Pick-up of various signs in violation of sign ordinance
- Participation in Take 5 Ribbon Cutting/Grand Opening
- Preapplication review meeting re: Joe's Car Connection
- WACOG Housing Subcommittee attendance by department member
- Riverdale General Plan reporting updates meetings attendance by department member
- Riverdale General Plan stakeholder meeting interviews attendance by department member
- Legislative Policy Committee meeting attendance by department member
- Geographical Information Systems training and work by department member
- Department heads meetings attendance by department member
- Departmental meeting attendance by department members
- Your Land, Your Plan land use training participation by department member
- Weber County Emergency Managers meeting attendance by department member
- Local Emergency Planning Committee participation by department member
- Fire Marshal's of Utah meeting attendance by department member
- Winter Fire School training attendance by department member

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

## Public Works Monthly Report January 2023

- Continued work with Weber Basin to discuss alternatives for them providing additional water, instead of drilling well.
- Continued Storm Water review to meet new state regulations.
- Continued design work on 1050 W Ritter Dr. Roundabout.
- Completed Weber Basin Water connection project.
- Continued inspections on Cheddar's
- Removed Holiday decorations.
- Continued inspections on AFCU Campus.
- Continued inspections on Fiiz.
- Continued 4600 S Road Project.
- Continued Take 5 inspections.
- Continued reviews on Riverdale Townhomes.
- Continued inspections on Riverdale Flex 2.
- Continued design work on 2023 waterline project.
- Continued renovations on vacant Senior Center apartments.



## Monthly report – January, 2023

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

- Resolutions/Ordinances work–
  - Work concerning – Stipends, Funding fire, Slopes, Cond. Uses, Interlocals, Leslie's, Weber Basin, Senior Center, HAFB matters, West Bench, Grand openings, Shake shack, HR matters, Court conflict, Higgs home, Housing, street lights, Roy support, Water, UDOT, Dev. Agreements, Purin, RDA, Budget, GRAMMA, Signs, Staff meetings, LPC, Des. Review, PD, Reconveyances, Bach,
- Legal research/review –
- Legal Department meetings/work –
- Planning commission review/ordin/mtgs/minutes
- Walk-ins/Police reviews/Court/Court screenings/Court filings
- Formal training attended- ULCT convention
- RSAC- Drug Court –
- Legal reviews of minutes/resolutions/ordinances
- Records request reviews

### COURT MONTHLY REPORT

615 Total traffic cases	YTD 5016 (Jan. 1, 2023 to December 31, 2023)
7 DUI	429 Moving violations
0 Reckless/DUI red.	122 Non-moving violations
57 License violations	0 Parking

28 Total Misdemeanor cases	YTD 28 (Jan. 1, 2023 to Dec. 31, 2023)
1 Assault	0 Ill. sale Alc.
13 Theft	1 Other liq. viol.
0 FTA	6 Contr. subst vio
0 Public intox	0 Bad checks
	0 Dom. animal
	0 Wildlife
	0 Parks/rec.
	0 Planning zon./Fire/Health
	7 Dom. violence
	0 Other misd./infrac

450 Total cases disposed of this month	2907 Total number of cases disposed of for the year (Jan. 1, 2022 to Dec. 31, 2022)
643 Total offenses this month	3564 Total offenses for year (Jan.1, 2022 to Dec. 31, 2022)

Small Claims	Total number of cases for the year (Jan. 1, 2022 to Dec. 31, 2022) --	Filed=1	Settled/Dismissed=0
1 Cases filed	0 Trials		
0 Settled/dismissed	0 Default judgment		

# CITATIONS BY AGENCY	YTD (July 1, 2022 to June 30, 2023)
Riverdale City	179
UHP	331
	1007
	1729

### REVENUE/MISC. YTD (June 1, 2021 to May 31, 2022)

Total Revenue collected	\$ 75,289.28	\$ 470,422.16
Revenue Retained	\$ 44,701.90	\$ 271,219.92
Warrant Revenue	\$ 22,995.00	\$ 144,656.00
Issued warrants	52	606
Recalled warrants	66	933

### RSAC MONTHLY REPORT N/R

10 participants	62 drug tests given	0 walked away/warrants issued
2 orientations	0 in jail/violations	0 ordered to inpatient
1 new participant	1 positive UA's/tests/dilutes	0 other
0 graduates	1 incentive gifts	
0 terminated/quit	0 spice tests given	

## **Fire Department: January 2023**

Chief Jared Sholly

### ***133 Calls for Service and 209 Vehicle Movements***

#### **Fires**

- 1 House Fire in Mobile Home**
- 1 Fire in Motor Home**
- 1 Vehicle Fire**

**Total: 3**

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

- 51 EMS Call, Excluding Vehicle Accident with Injuries**
- 11 Motor Vehicle Accidents with Injuries**
- 6 Motor Vehicle Accidents without Injuries**
- 1 Extricated from Vehicle**

**Total: 69**

#### **Hazardous Condition**

- 1 Gas Leak**
- 1 Carbon Monoxide Incident**
- 1 Arcing, Shorted Electrical Equipment**
- 1 Building or Structure Weakened**

**Total: 4**

#### **Service Call**

- 1 Ring Removal**
- 4 Assist Citizen**
- 2 Assist Police**

**Total: 7**

#### **Good Intent Call**

- 43 Cancelled Enroute**
- 1 No Incident Found**
- 1 Smoke Scare**

**Total: 45**

#### **Fire Alarm**

- 1 Smoke Detector Activated due to Malfunction**
- 2 Alarm System Sounded due to Malfunction**
- 2 Detector Activation, No Fire**

**Total: 5**



## **Department Report:**

- **State Chiefs Legislative Meeting (Weekly)**
- **Re-Certification of Half the Full-Time Staff for EMS Certifications**
- **Training Officers Meeting**
- **Fire Department Staff Meeting**
- **Ogden Regional EMS Case Review**
- **EMS Committee Meeting**
- **Weber County Heavy Rescue Meeting**
- **City Staff Meeting**
- **(Randy) Emergency Management Meeting**
- **Quality Assurance Meeting for Heavy Rescue**
- **Weber County Fire Chiefs Meeting**
- **Operational Dispatch Committee Meeting**
- **Fire Sub Meeting with County Chiefs and Dispatch**
- **Fire Training**
  - **Reading Smoke on Structure Fires for Safety and Tactical Approach**
  - **Building Construction and Fire Behavior**
  - **Hazardous Materials Chemical Identification**
- **Medical Training**
  - **Handicap and Special Needs Treatment and Approach to Patient Care**
  - **Activate Charcoal Administration**
  - **Inserting Advanced and Basic Airway Devices**
  - **Special Patient Population**

### **January 8, 2023: Fire in Mobile Home (Leslie's Trailer Park)**

- Crews arrived at a well-involved mobile home at Leslie's Trailer Park. The amount of flame and fire behavior was suspicious, with the trailer abandoned. It took crews around 25 minutes to get the fire under control. The investigation immediately started, with PD involved. State Fire Marshal was called to the scene due to our findings in the investigation of the fire. State Fire Marshal confirmed our suspicions of suspected arson and gathered evidence for Riverdale PD and items to be sent to the state lab for analysis.

### **January 8, 2023: Fatal Crash/Vehicle into Building**

- Crews assisted Ogden City at Riverdale Road and Washington Blvd of a double fatal accident. The vehicle had driven into a building causing structural damage. Crews were used to secure the building for the investigation of the accident.

### **January 14, 2023: Fatal Crash/Multiple Patients**

- Crews on Ambulance 41 responded to 31<sup>st</sup> and I-15 on a vehicle accident involving (5) patients, all in critical condition with one fatal on scene. This was a rollover accident with patients being ejected. It was a horrific scene for all involved. The incident required (5) ambulances, (2) paramedic units, (2) fire engines, Air Medical Helicopter, and an incident commander. Critical incident stress debriefing was offered to the crews.



## **Patrol Report January 2023**

**Traffic Stop-** Officers observed a vehicle at 1500 W. Riverdale Rd. that did not have a light illuminating the license plate. Officers conducted a traffic stop on the vehicle and it was found the driver did not have a driver's license, was driving on plates to previous owner, and did not register the vehicle. The front passenger of the vehicle was identified and she originally gave officers false information of an actual person. The female was also found to be in possession of drug paraphernalia. The suspect was cited for not having a valid license and the traffic violations. The passenger will be summonsed for providing false information of an actual person and possession of drug paraphernalia.

**Harassment-** Police contacted a female via phone about wanting to report possible harassment going on at Good Foundations School. The female said that her daughter is being bullied by a group of kids and that most of the statements are made after school or on social media apps such as Snap chat and Discord. The complainant had another parent send her some screen shots of messages that contained male genitalia being sent to a chat room on Discord that their daughters were in. The mother said that she had her daughter delete the app the day before those messages were sent. Police informed the complainant to speak with the school about her concerns of harassment with her daughter.

**DUI/accident-** Officers arrested a female for DUI after she struck a sign at 1650 W. Riverdale Road. She was found at a restaurant in Roy. She was released to her husband after the investigation was complete and charged with DUI.

**Threatened suicide-** Riverdale, Roy and South Ogden Officers responded to Cherry Creek Apartments after a male threatened to shoot himself. It was reported that the male had his son in the apartment with him and the complainant did not know what apartment he was in. Police were able to locate the apartment after officers contacted the manager. Contact was made with the child's mother who responded. Officers and the mother were able to work it out with the male to have his son leave the apartment and be taken by his mother. The male opened the door and allowed his son to leave and he was taken by his mother. The male was then secured into custody without incident. Excellent work by officers deescalating the situation on this case.

**Family fight-** Officers responded on a family fight. A male and female had a physical altercation because she wanted to leave. The female left and then came back. The female then made suicidal statements to officers and she was taken to McKay Dee for a commitment. Charges are pending against both persons.

**Assault Medical-** Officers responded to Motel 6 where a female was found passed out from suspected alcohol consumption. The female was nude and no obvious assault injuries were observed. The female was with her ex-husband and upon waking up made no allegations of an assault. The female was transported to the hospital. The case will be forwarded to investigations.

**Retail theft-** Officers were dispatched to Best Buy at 1093 W. Riverdale Rd. regarding a retail theft that occurred prior. A female is observed on video surveillance selecting items, putting the merchandise in

the cart and exiting the store without paying. The female was identified and will be summonsed to court for retail theft.

**Psychiatric-** Officers responded to a residence where a female had consumed a lot of alcohol and had made suicidal statements. She was taken to McKay Dee by ambulance and an involuntary commitment was completed.

**Drug violation-** Officers located two persons in a vehicle at the north gate. Marijuana was located in the vehicle and the occupants were released on citations.

**Fraud-** A female had her bank card stolen from her in Ogden and the suspect used the card at the ATM to take out \$500.00. The female was given a fraud packet to complete and video will be gathered.

**Assault-** A woman reported her granddaughter was assaulted at UMA sometime in December. Officers interviewed the granddaughter. Involved parties have not been contacted, the case will be forwarded to detectives.

**Theft-** Officers took a report of a theft of a credit card at Sam's Club. The suspect distracted the victim and stole his credit card. The credit card was then used at Walmart.

**Family Disturbance-** This report is in reference to a male being trespassed from his grandmother's residence. The grandson caused a disturbance at the residence and refused to leave when his grandmother told him to. The grandson does not live at the residence but the mother of his child does. The grandson said he simply wanted to see his child and he was not being allowed to. There was no complaint or evidence of any physical altercation or other crime. The grandson was notified that he was trespassed from the residence at the request of his grandmother. The grandson said he understood that he could be arrested if he returned and would not return.

**Domestic Violence-** Officers handled a DV assault complaint. A male assaulted his girlfriend and left the scene. The male later called in after learning that officers were looking for him. The male provided a statement alleging his girlfriend had hit him. The male also had injuries. Both of them were cited for DV Assault.

**Theft-** This report is in reference to a male reporting that his uncle stole a cell phone, cell phone charger, and Taser from his apartment after he allowed him to stay the night. The case was left open for follow-up.

**Recovered Stolen Vehicle-** Officers assisted WCSO with a stolen vehicle that was located at Walmart. Officers stood by in the area until the suspect accessed the car and assisted in taking him into custody. A firearm was recovered from the stolen car.

**Retail theft in Progress-** Officers responded to Best Buy for a retail theft. Four persons were observed selecting merchandise and concealing merchandise. One of the females left Best buy and went to Sportsman's where she selected two airsoft guns and tried to exchange one for the other to receive the

difference in cash. When declined she left the store. All parties were located and arrested after some time. A warrant was approved to search their vehicle which discovered a small amount of marijuana.

**DUI-** A male struck a vehicle multiple times while at In-N-Out. He exchanged information with the other party, but the other driver was concerned he was under the influence. The other driver was found at Maverik. He failed SFST's and was arrested for DUI and booked at the Weber County Jail.

**Theft-** Officers took a theft report from a female. Her wallet was stolen from her purse at Home Goods and thousands of dollars were reportedly charged on her cards and various businesses. Follow up with the victim will be conducted.

**Traffic Stop/Narcotics Arrest-** Officers stopped a vehicle for a traffic violation. Marijuana was detected in the car and a search discovered marijuana, THC oil and tobacco products. The offender was released on citation.

**Trespass-** Officers responded to Denny's for a trespass complaint. A male was found sleeping in a booth at the restaurant and wouldn't leave when asked. The male had been kicked out of the Lantern house earlier that day. The shelter was contacted and agreed to take him back.

**Suspicious circumstance-** Officers responded to Walmart on a report of a male and female having sex in the women's bathroom. The couple was contacted and denied any sexual activity.

**Disturbance-** Officers from Riverdale, Roy and South Ogden responded to In and Out Burger after employees called and reported they had about 70 juveniles in the business causing problems. The restaurant was packed with high school kids and they were jumping on tables, yelling and throwing milkshakes all over. They were kicked out of In and Out and then went over to Raising Cane's, filling the dining area with their attitudes. They were kicked out of Raising Cane's also. The students were from Bonneville, Fremont, Weber and Ogden High. The primary instigators could not be identified. We remained at the restaurants until they dispersed from both locations. There were no physical fights and no property was damaged.

**Domestic Violence-** Officers responded to Sinclair on a report of a fight. A female said a male assaulted her and took off on foot. Officers searched the area and the suspect was not located. They have been in an intimate relationship and as such the female was provided a lethality assessment. The female was transported to the YCC in Ogden. There is no contact information for the male and his whereabouts are currently unknown.

**Threats-** A mother reported her daughter's friend made threats of shooting up UMA. Officers interviewed several witnesses and the suspect. The suspect admitted to having a conversation, but advised he was not serious. UMA suspended the student. His father is setting up frequent counseling sessions. Charges will be screened.

**Assault/sex offense-** Officers took a report from a woman who reported she was sexually assaulted. The victim was at a hospital in Lehi after reporting that she was sexually assaulted by her

husband this morning in their apartment in Riverdale. She reported that her husband, forced her to perform sex acts on him. This report will be forwarded to investigations for follow up.

**DV Agg. Assault-** Officers booked a male into the WCJ after he hit his girlfriend in the head with a metal water bottle. The victim sustained a laceration on the back of her head and was treated at Ogden Regional.

**Family Disturbance-** A male was charged with DV assault after hitting his wife in the parking lot of Walmart. The male was initially going to be booked but was denied after passing out while at the jail. He was cited with the DV and transported to the hospital. The female was provided with DV resources and seeking a protective order.

**DUI-** A male was arrested for DUI after he was found huffing air dusters in his vehicle in the parking lot of Maverik. The suspect cooperated and provided a blood sample. He was released to his wife

**Threatened Suicide-** Officers responded on a welfare check at 650 W Riverdale Road. A male had reported suicidal claims of jumping in front of a train to his family. Officers attempted to stop the subject and he ignored officers and continued to walk westbound on Riverdale Road. Officers attempted to contact the subject again and they had to physically restrain him and take the male into custody. The male was transported to McKay-Dee Hospital where he was checked in.

**Criminal Mischief-** Officers took a report in reference to a criminal mischief complaint that occurred at the Frisbee Golf Park in Riverdale located at 4800 South Weber River Drive. The complainant was with Riverdale Public Works. The restrooms at the park were spray painted along with a wood sign used for public announcement. Public works is aware and will clean the graffiti now that its documented. There are no suspects in the case and no physical evidence.

**Threatened Suicide-** Officers responded to the area of Shopko on report of a suicidal male who called his friend stating he had overdosed and was going to die. The male was located in the parking lot, but upon trying to speak with him he tried to walk away and became confrontational. Officers had to physically restrain the male who tried to fight with them. He was taken into custody and transported to the hospital for a mental health evaluation.

**Theft-** The complainant from Home Depot reported an unknown male entered Home Depot and selected 2 Makita Drive Ratchet power tools with total valued at \$338 and scanned barcodes for \$10 worth of merchandise. The male left the store failing to render payment for the power tools. Photographs were attached to the crime bulletin.

**Transient Camp-** Officers checked the area of the North Trail Head after notice came through the city regarding a transient camp in the area. The camp was located and found to be on Ogden's side of the trail. It appeared Ogden has already attempted to contact as notices were found on the tents

**Child abuse-** A report was received from DCFS regarding a male being mentally unstable who has had access to firearms in the past. The wife of the subject stated to officers that she took all the guns out of the house. The subject has put a gun to his head in front of his family and threatened to kill himself.

The wife also reported the husband had pointed a gun at her and threatened to kill her. The wife also reported that the subject has threatened to his family to commit suicide by cop. The subject was contacted and booked into WCCF for DV Aggravated Assault and Criminal Mischief.

**Family Disturbance-** Officers responded on reports of a male assaulting a female. The male fled on foot upon officers' arrival, but he was soon located. During the investigation it was found the male prevented the female from trying to call the police. The male also has been trying to talk the female into lying about a court case he has coming up. The male was booked into jail on multiple charges, including witness tampering.

**Domestic Disturbance-** A male reported he was assaulted by another male. He also reported having a wrench thrown at him but missed. The male had injuries consistent with being assaulted. The suspect wasn't located. Charges will be screened for the suspect.

## **Investigations Report January 2023**

**Theft by Deception-** Detectives followed up on a laptop that was stolen and pawned at Cash America. Detectives interviewed the suspect who pawned the laptop and he confessed to pawning the laptop when it wasn't his to pawn. The suspect denied stealing the laptop and stated he received it from a friend. The suspect was charged with theft by deception.

**DV Assault/ Sexual Assault-** Detectives followed up on report of a sexual assault. The complainant reported her boyfriend sexually assaulted her. Detectives interviewed the victim several times but due to her lack of cooperation they were unable to identify the suspect and or any other evidence. Detectives are continuing to work with the victim to obtain further information.

**Credit card fraud/theft-** Detectives followed up on a credit card fraud where the suspect stole credit cards from a local gym and used them at Target. The suspect was interviewed by detectives and confessed to the theft of the cards and the unlawful use of the credit cards.

**Vehicle Theft-** Detectives followed up on a breach of trust stolen vehicle. All parties were interviewed and the case is being screened for charges.

**Child Abuse-** A woman reported her ex was watching pornography in front of their 16 year old child. Detectives interviewed all parties and found the father never intended for the child to see the pornography. DCFS was contacted and the case was closed unfounded.

**Aggravated DV Assault-** Detectives drove to New Mexico to pick up a suspect in an aggravated assault where the suspect was reported to have shot his girlfriend. Detectives interviewed the suspect and he confessed to assaulting his girlfriend and shooting his girlfriend by accident during the course of the assault. The suspect was booked into WCCF on multiple felony charges.

Robert Lovato has been assigned as a new detective in the investigations division.



# ***RIVERDALE POLICE DEPARTMENT***

## ***CRIME BULLETIN***

February 2023  
Report #23-2

### ***January Police Calls***

- **1322 Calls for Service**
  - **37 Animal Complaints**
  - **281 Crime Reports Written**
    - **15 Forgery/Fraud**
    - **4 Assault / Fights**
    - **11 Retail Thefts**
    - **1 Sex Offenses**
    - **16 Family Offenses**
    - **12 Disturbances**
    - **6 Burglary/Theft Complaints**
    - **46 Arrests**



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

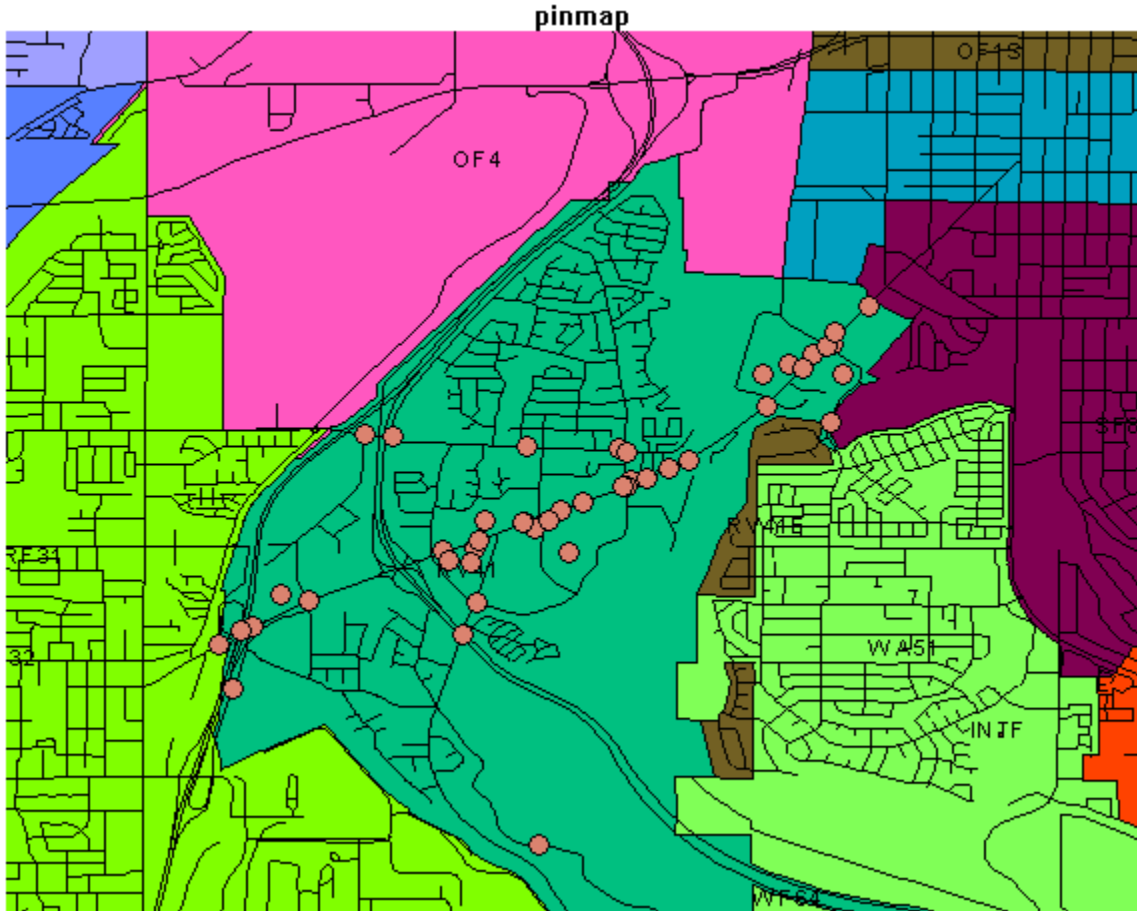
### ***Traffic Patrol and Enforcement***

- **377 Traffic Stops resulting in:**
  - **272 Citations**
  - **388 Total Violations**
  - **116 Warnings Issued**

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

February 2023  
Report #23-2

- **61 Traffic Accidents**



- **16 New Cases sent to Investigations**
- **10 Investigative Cases Closed**

POLICE LINE - DO NOT CROSS



POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO

**FOR LAW ENFORCEMENT USE ONLY!**

Employee Recognition – February 2023 Anniversaries			
Years	Employee		Department
19		Joel Pippin	Police
5		Michael McNeely	Police



## Staffing Authorization Plan

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

As of January 31, 2023		
Department	FTE Authorization	FTE Actual
City Administration	2.00	2.00
Legal Services	4.50	3.50
Community Development	3.00	3.00
Business Administration	6.25	6.25
Community Services	9.00	7.75
Public Works	11.00	11.00
Police	24.75	22.50
Fire	17.50	15.50
Total	78.00	71.50

Staffing Reconciliation - Authorized to Actual		
Department	FTE Variance	Explanation
City Admin	0.00	
Legal Services	(1.00)	City Administrator/City Attorney
Community Development	0.00	
Community Services	(1.25)	Recreation Assistants
Business Administration	0.00	
Public Works	0.00	
Police	(2.25)	Police Officer/Crossing Guard
Fire	(2.00)	PT Firefighters unfilled
Totals	(6.50)	Staffing <u>under</u> authorization

Actual Full Time Employees 59.00  
 Actual Part Time Employees 40.00  
 Seasonal Employees 0.00

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



## **COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT**

**February 16, 2023**

### **OPEN FOR BUSINESS**



Take 5 Oil Change held a ribbon cutting to celebrate the opening of their new location at 4021 S. Riverdale Road.



J.Dawgs celebrated the opening of their new location with a ribbon cutting. They are located at 4104 S. Riverdale Road next to Starbucks.



The Generator Supercenter has opened their new store at 708 W. Riverdale Road next to Zeppes.



Home Goods is now open for business at their new store located at 1101 W. Riverdale Road in a section of the former Gordmans building.



Chick-Fil-A has completed their redesign and has reopened their location at 4067 S. Riverdale Road.

### **ONGOING DEVELOPMENTS**



Cheddar's Scratch Kitchen has started construction on their new restaurant located at 4171 S. Riverdale Road.



FVZ Drinks has started construction on their new location at 4023 S. Riverdale Road.



Sierra Trading Post has started construction at 1101 W. Riverdale Road in a section of the former Gordmans building.



Twisted Sugar has started construction on their new location at 4139 S. Riverdale Road in the former Bombay Bites site.



Americarpet is moving to their new location in the old RC Willey Warehouse building at 4040 S. Pacific Ave.



Buckle will move into the former Dress Barn site at 4209 S. Riverdale Road.



Shake Shack is planning to build a new Riverdale location at 4142 South Riverdale Road.

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
February 21, 2023**

**AGENDA ITEM: G1**

**SUBJECT:** Consideration and approval of Resolution #2023-10 declaring property as surplus and authorizing sale or disposition of the same.

**PRESENTER:** Steve Brooks, City Administrator

**INFORMATION:** [a. Executive Summary](#)  
[b. Resolution #2023-10](#)

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



## City Council Executive Summary

For the Council meeting on:  
2/21/2023

Petitioner:  
Chief Scott Brenkman

### Summary of Proposed Action

Consideration to declare property as surplus and authorizing the sale of the same property.

### Summary of Supporting Facts & Options

Due to the replacement of vehicles in the Police, Fire, Public Works and Community Development Departments, the attached list of property needs to be declared as surplus by the City Council.

### Legal Comments – City Attorney

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

### Fiscal Comments – Business Administrator/Budget Officer

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

### Administrative Comments – City Administrator

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



**RESOLUTION NO. 2023-10**

**A RESOLUTION DECLARING PROPERTY HELD BY THE CITY AS SURPLUS OR OTHERWISE NO LONGER VIABLE FOR CITY USE OR PURPOSES AND AUTHORIZING THE USE OR SALE OF THE SAME.**

**WHEREAS**, from time to time, the life of certain city property has expired or its usefulness to the city no longer exists or necessitates its replacement; and

**WHEREAS**, Utah Code (UCA) 77-24a-5 and Riverdale City Code (RCC) 1-9-6, et. seq. and 1-9-7, determines the process for qualifying and disposition of city-owned property; and

**WHEREAS**, the City has complied with all state and local ordinances concerning the disposition and sale of police held or other city surplus property; and

**WHEREAS**, this resolution expresses the Council's intent to declare the property, now held by the City, as surplus or for public use; and

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of Riverdale City, Utah:

**Section 1:** That the property listed in Exhibit A, attached hereto and incorporated herein, is found and declared as city surplus;

**Section 2:** That the City administration is authorized to use, sell, convert or otherwise dispose of any unclaimed or other surplus property that is currently in the custody of the City in accordance with state and local rules and regulations;

**Section 3:** That this Resolution repeals all legislation previously enacted inconsistent with the terms and conditions contained herein and shall be in full force and effect from and after the earliest period allowed by law.

**PASSED, ADOPTED AND ORDERED POSTED** this 21<sup>st</sup> day of February, 2023.

---

Braden D. Mitchell, Mayor

Attest:

---

Michelle Marigoni, City Recorder

**VOTE:**

Alan Arnold	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent
Bart Stevens	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent
Steve Hilton	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent
Anne Hansen	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent
Karina Merrill	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Absent



## **EXHIBIT A**

**February 21, 2023**

### **Riverdale City property to be considered for surplus:**

#### **Police Department Vehicle**

2020	Chevrolet Silverado	1GCUYDED3LZ134952
2020	Chevrolet Tahoe	1GNSKFKC6LR198636
2020	Chevrolet Tahoe	1GNSKFKC2LR193210
2020	Chevrolet Tahoe	1GNSKFKC5LR199339

#### **Fire Department Vehicle**

2020	Chevrolet Tahoe	1GNSKFKC5LR198272
------	-----------------	-------------------

#### **Community Development Vehicle**

2020	Chevrolet Tahoe	1GNSKFKCXLR198297
------	-----------------	-------------------

#### **Public Works Vehicles**

2022	Ford F150	1FTFW1E83NFA18686
2022	Ford F150	1FTFW1E81NFA18685
1997	Freightliner FL-70	1FV6HFBA0VH806185
2012	Chevrolet Silverado	1GC3KZCG1CZ110737

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
February 21, 2023**

**AGENDA ITEM: G2**

**SUBJECT:** Consideration and approval of Resolution #2023-11 approving an interlocal agreement between Riverdale City and Weber County Clerk's Office, Elections Division for services assisting the City in conducting 2023 and 2025 primary and general municipal elections.

**PRESENTER:** Michelle Marigoni, City Recorder

**INFORMATION:**

- a. [Executive Summary](#)
- b. [Resolution #2023-11](#)
- c. [Weber Clerk Interlocal Agreement](#)

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



## City Council Executive Summary

For the Council meeting on:  
2/21/2023

Petitioner:  
Michelle Marigoni

### Summary of Proposed Action

Consideration of Resolution #2023-11 approving an interlocal agreement between Riverdale City and Weber County Clerk's Office, Elections Division for services assisting the City in conducting 2023 and 2025 primary and general municipal elections.

### Summary of Supporting Facts & Options

Renewal of interlocal agreement for Weber Elections to provide assistance in the general and municipal elections for 2023 and 2025.

### Legal Comments – City Attorney

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

### Fiscal Comments – Business Administrator/Budget Officer

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

### Administrative Comments – City Administrator

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



**RESOLUTION NO. 2023-11**

**A RESOLUTION OF RIVERDALE CITY COUNCIL APPROVING AN INTERLOCAL AGREEMENT BETWEEN RIVERDALE CITY AND WEBER COUNTY CONCERNING AN INTERLOCAL AGREEMENT TO ASSIST WITH CITY ELECTIONS.**

**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 Weber County, and their expertise, equipment, assistance, and services in performing and providing election services to the general public; and.

**WHEREAS**, the Riverdale City Council has fully reviewed the attached Interlocal Agreement between Weber County and Riverdale City concerning a joint agreement for assistance in providing election services for the public 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 as Attachment 1 and incorporated hereby) as written and authorizes the Mayor of Riverdale City or his representative to execute this Agreement on behalf of the City.

**RESOLVED** this \_\_\_\_ day of February, 2023.

\_\_\_\_\_  
Braden Mitchell  
Riverdale City Mayor

Attest:

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

**VOTE:**

Alan Arnold	___ Yea	___ Nay	___ Absent
Bart Stevens	___ Yea	___ Nay	___ Absent
Steve Hilton	___ Yea	___ Nay	___ Absent
Anne Hansen	___ Yea	___ Nay	___ Absent
Karina Merrill	___ Yea	___ Nay	___ Absent

City Contract No. \_\_\_\_\_  
County Contract No. \_\_\_\_\_

**INTERLOCAL COOPERATION AGREEMENT**  
**BETWEEN**  
**WEBER COUNTY**  
**on behalf of the**  
**WEBER COUNTY CLERK’S OFFICE, ELECTIONS DIVISION**  
**-AND-**  
**RIVERDALE CITY**

THIS AGREEMENT is made and entered into the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between WEBER COUNTY, a political subdivision of the State of Utah (“County”), on behalf of its Clerk’s Office, Elections Division, and Riverdale City (“City”). The County and the City may be referred to collectively as the “Parties” and may be referred to individually as a “Party.”

**WITNESSETH:**

WHEREAS, the County desires to provide the services of its Clerk’s office, Elections Division, to the City for the purpose of assisting the City in conducting the City’s 2023 and 2025 primary and general municipal elections; and

WHEREAS, the City desires to engage the County for such services;

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

1. **Term.** County shall provide election services to the City commencing on the date this Agreement is executed, and terminating on January 1, 2026. The term of this Agreement may be extended by mutual agreement in writing signed by all Parties. Either Party may cancel this

Agreement upon ninety (90) days written notice to the other party. Upon such cancellation, each Party shall retain ownership of any property it owned prior to the date of this Agreement, and the City shall own any property it created or acquired pursuant to this Agreement.

2. **Scope of Work.** The services to be provided by the Weber County Clerk's Office, Elections Division, shall be as set forth in the Scope of Work, attached hereto and incorporated by reference as Exhibit A. Generally, the County Clerk shall perform all elections administration functions as set forth in Exhibit A and as needed to ensure implementation of the City's 2023 and 2025 primary and general municipal elections.

3. **Legal Requirements.** The County and the City understand and agree that the 2023 and 2025 primary and general municipal elections are the City's elections. The City shall be responsible for compliance with all legal requirements for these elections and shall direct the manner in which the elections are conducted. The County agrees to work with the City in complying with all legal requirements for the conduct of these elections and conduct these elections pursuant to the direction of the City. The City, not the County, is responsible to resolve any and all election questions, problems, and legal issues that are within the City's statutory authority.

4. **Cost.** In consideration of the services performed under this Agreement, the City shall pay the County an amount not to exceed the rate estimate given to the City by the County in Exhibit B. The County shall provide a written invoice to the City at the conclusion of the elections, and the City shall pay the County from the invoice within thirty (30) days of receiving it. The invoice shall contain the number of active registered voters as of one week before Election Day, the rate used, and jurisdictions participating in the election(s). In the case of a vote recount, election system audit, election contest, or similar event arising out of the City's election, the City

shall pay the County's cost of responding to such events, based on a written invoice provided by the County. The invoice amount for these additional services may cause the total cost to the City to exceed the estimate given to the City by the County. For such consideration, the County shall furnish all materials, labor and equipment to complete the requirements and conditions of this Agreement.

5. **Governmental Immunity.** The City and the County are governmental entities and subject to the Governmental Immunity Act of Utah, Utah Code Ann. §§ 63G-7-101, et seq. ("Act"). Subject to the provisions of the Act, the City and County agree to indemnify and hold harmless the other Party, its agents, officers and employees from and against any and all actions, claims, lawsuits, proceedings, liability damages, losses and expenses (including attorney's fees and costs) arising out of or resulting from the performance of this Agreement to the extent the same are caused by any negligent or wrongful act or omission of that Party, its officers, agents and employees. Nothing in this Agreement shall be deemed a waiver of any rights, statutory limitations on liability, or defenses applicable to the City or the County under the Act.

6. **Election Records.** The County shall maintain and keep control over all records created pursuant to this Agreement and to the elections relevant to this Agreement. The County shall respond to all public record requests related to this Agreement and the underlying elections and shall retain all election records consistent with the Government Records Access and Management Act, Utah Code Ann. §§ 63G-2-101 et seq. and all other relevant local, state and federal laws.

7. **Service Cancellation.** If the Agreement is canceled by the City as provided herein, the City shall pay the County on the basis of the actual services performed according to the terms of this Agreement. Upon cancellation of this Agreement, the County shall submit to the City an

itemized statement for services rendered under this Agreement up to the time of cancellation and based upon the dollar amounts for materials, equipment and services set forth herein.

8. **Legal Compliance.** The Parties, as part of the consideration herein, shall comply with all applicable federal, state and county laws governing elections.

9. **Interlocal Agreement.** In satisfaction of the requirements of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended (“Interlocal Act”), in connection with this Agreement, the Parties agree as follows:

(a) This Agreement shall be approved by each Party, pursuant to § 11-13-202.5 of the Interlocal Act;

(b) This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each Party, pursuant to Section 11-13-202.5 of the Interlocal Act ;

(c) A duly executed original counterpart of the Agreement shall be filed with the keeper of records of each Party, pursuant to § 11-13-209 of the Interlocal Act;

(d) Each Party shall be responsible for its own costs of any action done pursuant to this Agreement, and for any financing of such costs; and

(e) No separate legal entity is created by the terms of this Agreement. To the extent that this Agreement requires administration other than as set forth herein, it shall be administered by the City Recorder of the City and the County Clerk of the County, acting as a joint board. No real or personal property shall be acquired jointly by the Parties as a result of this Agreement. To the extent that a Party acquires, holds, and disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by



this Agreement, such Party shall do so in the same manner that it deals with other property of such Party.

10. **Counterparts.** This Agreement may be executed in counterparts by the City and the County.

11. **Governing Law.** This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.

12. **Integration.** This Agreement, with attached exhibits, embodies the entire agreement between the Parties and shall not be altered except in writing signed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first above written.

RIVERDALE CITY

By: \_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Recorder

Approved as to form and compliance  
with applicable law:

\_\_\_\_\_  
City Attorney

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

BOARD OF COUNTY COMMISSIONERS  
OF WEBER COUNTY

By: \_\_\_\_\_  
Gage Froerer, Chair  
Commissioner Arrington Bolos voted \_\_\_\_\_  
Commissioner Harvey voted \_\_\_\_\_  
Commissioner Froerer voted \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Ricky Hatch, CPA  
Weber County Clerk/Auditor

Approved as to form and compliance  
with applicable law:

\_\_\_\_\_  
County Attorney

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

**Exhibit A**  
**2023 and 2025 Municipal Elections**  
**Scope of Work for Election Services**

The County shall provide to the City an Official Register as required by Utah Code Ann. § 20A-5-401, (as amended).

The City shall perform all administrative functions related to candidate filing requirements and all other requirements of Utah Code Ann. § 20A-9-203 (as amended), including all administrative functions related to financial disclosure reporting.

The City shall be responsible for all public notice(s) required by law. The County may additionally publish election notices at its own discretion, but this does not relieve the City of its obligations to publish all public notices required by law.

The City shall be responsible for collecting and delivering ballots that are placed in drop boxes within their City to the County in a timely manner, in accordance with drop box procedures created by the County, and according to a schedule agreed upon by the City and the County up through and including the end of Election Night. If the City damages or loses any drop box items or collection supplies, then the City shall pay the County the cost to replace such items. The County shall be responsible for collecting and delivering ballots that are placed in drop boxes within the County in a timely manner. The City shall be given the collection schedule ahead of time, however any and all changes to the schedule or method of collection are at the discretion of the County. The City shall be responsible for returning and delivering ballots on Election Night in accordance with drop box procedures created by the County and according to a schedule created by the County. The City shall be responsible for locking their drop boxes at exactly 8pm on Election Night. If the City damages or loses any drop box items or collection supplies, then the City shall pay the County the cost to replace such items.

The City agrees to consolidate all elections administration functions and decisions in the County Clerk to ensure the successful conduct of multiple, simultaneous municipal elections. In a consolidated election, decisions made by the County regarding resources, procedures and policies are based upon providing the same scope and level of service to all the participating jurisdictions and the City recognizes that such decisions, made for the benefit of the whole, may not be subject to review by the City.

Services the County will perform for the City include, but are not limited to:

- ballot layout and design;
- ballot mailings;
- ballot printing;
- compensate vote center poll worker (Exhibit C);
- conduct audits (as required);
- conduct recounts (as needed);
- delivery of supplies and equipment;
- election day administrative support;
- operation of county wide vote centers (Exhibit C);
- poll worker recruitment and training;

- printing optical scan ballots;
- program electronic voter register;
- program and test voting equipment;
- provisional ballot verification;
- tabulate and report election results on County website; and
- update voter history database.

The City will provide the County Clerk with information, decisions, and resolutions and will take appropriate actions required for the conduct of the election in a timely manner.

The County will provide a good faith estimate for budgeting purposes (Exhibit B). Election costs are based upon the offices scheduled for election, the number of voters, and the number of jurisdictions participating. The City will be invoiced for its share of the actual costs of the elections, which will not exceed the estimated rate per voter in Exhibit B.

In the event of a state or county special election being held in conjunction with a municipal election, the scope of services and associated costs, and the method of calculating those costs, will remain unchanged. If the County or the State, but not both, hold a special election in conjunction with a municipal election, then the City will pay the County 1/2 of the total cost of the election. If the State and the County both hold a special election in conjunction with a municipal election, then the City shall pay the County 1/3 of the total cost of the election. See Exhibit B for an estimated cost breakdown at the rate of \$2.25 per voter. A nominal administrative fee will be charged to each jurisdiction sharing a ballot, not to exceed \$0.05 per active registered voter.

**Exhibit B**  
**2023 and 2025 Municipal Elections**  
**Cost Estimate for Election Services**

Below is the good faith estimate for the upcoming **2023 and 2025 Municipal Elections** for Riverdale City. The City will be billed for the actual costs after each election, according to the County's cost per active registered voter. The per voter rate will not exceed \$2.25 per active registered voter per election. The number of active registered voters and cost per each will be determined by the registration deadline, one week prior to each election.

Estimated Cost per Election			
Number of Participating Jurisdictions	Active Registered Voters*	Estimated Rate	Total Cost
1	4,096	\$2.25	\$9,216
2	4,096	\$1.17 (half plus \$0.05)	\$4,792.32
3	4,096	\$0.80 (1/3 plus \$0.05)	\$3,276.80

\*Current as of February 2023 but cost is determined by the registration deadline, one week prior to each election

**Exhibit C**  
**2023 Municipal Elections**  
**Core Vote Centers**

<b>2023 Locations*</b>	
Weber Center	
Ogden Valley Library	
Weber County Fairgrounds	

\*Vote Centers are subject to change in accordance with state law and the decision of the County.

Additional polling locations may be established by consent of both the City and the County, the cost of which will be borne by the City, and which would be in addition to the estimates provided in Exhibit B. The County does not guarantee that all vote centers will be used in a primary election.

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
February 21, 2023**

**AGENDA ITEM: G3**

**SUBJECT:** Consideration and approval of Resolution #2023-12 awarding a bid to Siddons-Martin Emergency Group for the repairs and improvements to Riverdale Fire's brush truck.

**PRESENTER:** Jared Sholly, Fire Chief

**INFORMATION:**

- a. [Executive Summary](#)
- b. [Resolution #2023-12](#)
- c. [Bid documents](#)

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



## City Council Executive Summary

For the Council meeting on:  
February 21, 2023

Petitioner:  
Jared Sholly, Fire Chief

### Summary of Proposed Action

Consideration of Bid Award to Siddons-Martin Emergency Group for the repairs and improvements to the brush truck.

### Summary of Supporting Facts & Options

Riverdale City Fire Department put out for bid to make repairs and improvements to the current brush truck. We had two contractors submit actual bids with a third (Fire Trucks Unlimited) did not respond. The two bids received came from Siddons-Martin Emergency Group and Apparatus Equipment & Services, Inc.

Siddons- Martin Emergency Group.      Apparatus Equipment & Services, Inc.

**Total Price: \$43,000**

**Total Price: \$54,969.25**

The fire department has taken the position to maintain the chassis of the truck, as feel, there is still a significant amount of life left in the chassis. The repairs and fixes included the storage cabinets for firefighting equipment, additional safety features, lighting, a siren controller, and pump operations. This will save a substantial amount of money by not replacing the entire truck at this time.

I would like to add a 20% contingency due to the supply chain, unforeseen issues, and equipment that might arise. This would allow \$8,600 to cover any additional costs. This funding is well within the FY2023 capital budget.

### Legal Comments – City Attorney

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

### Fiscal Comments – Business Administrator/Budget Officer

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

### Administrative Comments – City Administrator

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





## RESOLUTION NO. 2023-12

### A RESOLUTION ACCEPTING THE BID FOR REPAIRS AND IMPROVEMENTS TO THE FIRE DEPARTMENT BRUSH TRUCK, FOR AN AMOUNT NOT TO EXCEED \$51,600.00 AND AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT(S) FOR THE PROJECT

**WHEREAS**, the city fire staff has prepared a report and the results on the above captioned subject which is attached hereto as Exhibit "A," detailing the work, bids and submissions concerning the repairs and improvements for the brush truck; and

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

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

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

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

**FURTHER**, the Council instructs that the Mayor is hereby authorized to enter into a contract(s) with Siddons-Martin Emergency Group at a cost not to exceed \$51,600.00, for repairs and improvements to the Fire Department's brush truck.

**PASSED, ADOPTED AND ORDERED POSTED** this 21<sup>st</sup> day of February, 2023.

\_\_\_\_\_  
Braden D. Mitchell, Mayor

Attest:

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

#### VOTE:

Alan Arnold	_____	Yes	_____	No	_____	Absent
Bart Stevens	_____	Yes	_____	No	_____	Absent
Steve Hilton	_____	Yes	_____	No	_____	Absent
Anne Hansen	_____	Yes	_____	No	_____	Absent
Karina Merrill	_____	Yes	_____	No	_____	Absent



Siddons-Martin Emergency Group  
7285 S 700 West  
Midvale UT USA 84047  
Phone #: () -  
Fax #: () -

Invoice Number: 38404913

Tag Number: ESTIMATE

Date and Time In: 1/5/2023 - 8:58 AM

Date and Time Out: 1/5/2023 - 5:31 AM

Promised Date - Time: 1/5/2023 - 11:31 AM

Checked Out Date:



Remit To: PO Box 679827 Dallas, TX 75267-9827

Service Advisor: (AOM9) Karston Gardner

Weber County Corp  
2380 Washington Blvd  
Suite 320  
OGDEN UT 84401

1338140

Work: (801) 399-8003 Email: accounting@webercountyutah.gov

Veh Info: 6547 07 DODGE 3500 Brush/Wildland Unit WHITE

Serial Numbers: 3D6WH48A27G796547

In-Srv: Miles/Hrs In: Out: Plate #:  
Color Ex: WHITE Int:

### Comments

1-17 RIVERDALE ESTIMATE

Repair	VIN	Second VIN	Mech #	Type	Labor			Discount	Total
Description				Qty	Ret. Price	Savings	Selling Price	Ext Discount	Ext Price
1	7G796547			Reserved			\$2,010.00	\$0.00	\$2,010.00
300 GALLON TANK									
NPN-38	WATER TANK			1.00	\$3,995.00	\$0.00	\$3,995.00	\$0.00	\$3,995.00
			Parts Total:	\$3,995.00	Labor Total:	\$2,010.00	Job Total:		\$6,005.00
2	7G796547			Reserved			\$1,675.00	\$0.00	\$1,675.00
360 DEGREE SCENE LIGHTING/ MOUNTED TO FRONT OF BED									
322313	SCENE LIGHTING KIT			1.00	\$595.00	\$0.00	\$595.00	\$0.00	\$595.00
			Parts Total:	\$595.00	Labor Total:	\$1,675.00	Job Total:		\$2,270.00
3	7G796547			Reserved			\$837.50	\$0.00	\$837.50
INSTALL GROUND LIGHTS									
NPN-38	GROUND LIGHTS			2.00	\$125.00	\$0.00	\$125.00	\$0.00	\$250.00
			Parts Total:	\$250.00	Labor Total:	\$837.50	Job Total:		\$1,087.50
4	7G796547			Reserved			\$2,680.00	\$0.00	\$2,680.00
NEW LIGHT/SIREN MODULE SIDE INTERSECTION FLASHERS ON FRONT AND BED SIDE									
LINV2R	LINZ V-SERIES LIGHT RED			4.00	\$235.00	\$90.00	\$145.00	\$0.00	\$580.00
CCSRNT36	CENCOM SAPPHIRE W/ T/A MODULE			1.00	\$1,195.00	\$0.00	\$1,195.00	\$0.00	\$1,195.00
			Parts Total:	\$1,775.00	Labor Total:	\$2,680.00	Job Total:		\$4,455.00
5	7G796547			Reserved			\$1,675.00	\$0.00	\$1,675.00
LED BRIGHT HEADLIGHTS AND ADD 6 IN. DRIVING LIGHTS									
H13	LED LIGHT KIT			1.00	\$90.00	\$0.00	\$90.00	\$0.00	\$90.00
36205	LIGHT, LED 6 INCH OFF ROAD OPTIC W/RED BACK			1.00	\$795.00	\$0.00	\$795.00	\$0.00	\$795.00
			Parts Total:	\$885.00	Labor Total:	\$1,675.00	Job Total:		\$2,560.00
6	7G796547			Reserved			\$837.50	\$0.00	\$837.50
REMOVE FOAM UNIT									
			Parts Total:		Labor Total:	\$837.50	Job Total:		\$837.50
7	7G796547			Reserved			\$335.00	\$0.00	\$335.00
INSTALL ECM CALIBRATION UPDATE FOR THROTTLE RESPONSE									
3845	SUPER CHIPS THROTTLE CONTROLLER/TUNER			1.00	\$550.00	\$0.00	\$550.00	\$0.00	\$550.00
			Parts Total:	\$550.00	Labor Total:	\$335.00	Job Total:		\$885.00
8	7G796547			Reserved			\$837.50	\$0.00	\$837.50
REMOVAL OF BOOSTER REEL AND ADD NEW HOSE LINE									
BH1X100CBN	BOOSTER HOSE, 1"X100', 800PSI W/COUPLINGS			1.00	\$1,551.00	\$0.00	\$1,551.00	\$0.00	\$1,551.00



Siddons-Martin Emergency Group  
7285 S 700 West  
Midvale UT USA 84047  
Phone #: () -  
Fax #: () -

Invoice Number: 38404913

Tag Number: ESTIMATE

Date and Time In: 1/5/2023 - 8:58 AM

Date and Time Out: 1/5/2023 - 1:53 AM

Promised Date - Time: 1/5/2023 - 1:53 AM

Cashed Out Date:

Service Advisor: (A0119) Karsten Gardner



Remit To: PO Box 679827 Dallas, TX 75267-9827

**ESTIMATE**  
**NOT AN INVOICE**

Weber County Corp  
2380 Washington Blvd  
Suite 320  
OGDEN UT 84401

1338140

Work: (801) 399-8003 Email: accounting@webercountyutah.gov

Veh Info: 6547 07 DODGE 3500 Brush/Wildland Unit WHITE

Serial Numbers: 3D6WH48A27G796547

In-Srv: Miles/Hrs In: Out: Plate #:  
Color Ex: WHITE Int:

**Comments**

1-17 RIVERDALE ESTIMATE

		Parts Total:	\$1,551.00	Labor Total:	\$837.50	Job Total:	\$2,388.50
9	7G796547			Reserved		\$2,010.00	\$0.00 \$2,010.00
	NEW FIRE PUMP/ AND SERVICE PONY MOTOR						
	180PG PUMP HEAD AND GUARD ASSY			1.00 \$4,500.00	\$0.00 \$4,500.00	\$0.00 \$4,500.00	
		Parts Total:	\$4,500.00	Labor Total:	\$2,010.00	Job Total:	\$6,510.00
10	7G796547			Reserved		\$2,010.00	\$0.00 \$2,010.00
	INSTALL NEW FRONT BUMPER BRUSH GUARD WITH WINCH MOUNT REBUILD WINCH						
	ARB3452030 BUMPER, WINCH READY WITH GRILLE GUARD			1.00 \$2,877.00	\$0.00 \$2,877.00	\$0.00 \$2,877.00	
	NPN-38 WARN REBUILD KIT			1.00 \$294.50	\$0.00 \$294.50	\$0.00 \$294.50	
		Parts Total:	\$3,171.50	Labor Total:	\$2,010.00	Job Total:	\$5,181.50
11	7G796547			Reserved		\$1,340.00	\$0.00 \$1,340.00
	REFINISH BED( INCLUDES REMOVAL AND INSTALL OF ALL EQUIPMENT, BOXES AND PUMP)						
	SUBLET BED LINING / AND BOXES			1.00 \$800.00	\$0.00 \$800.00	\$0.00 \$800.00	
		Parts Total:	\$800.00	Labor Total:	\$1,340.00	Job Total:	\$2,140.00
12	7G796547			Reserved		\$837.50	\$0.00 \$837.50
	ADD ELECTRIC PRIMER						
	NPN-38 ELETRIC PRIMER			1.00 \$800.00	\$0.00 \$800.00	\$0.00 \$800.00	
		Parts Total:	\$800.00	Labor Total:	\$837.50	Job Total:	\$1,637.50
13	7G796547			Reserved		\$1,340.00	\$0.00 \$1,340.00
	INSTALL BIGGER SIDE BOXES / POWDER COATED FOR DUABILITY						
	TB400-72 TopSider High Capacity Toolbox With Doors			2.00 \$1,370.00	\$0.00 \$1,370.00	\$0.00 \$2,740.00	
		Parts Total:	\$2,740.00	Labor Total:	\$1,340.00	Job Total:	\$4,080.00
14	7G796547			Reserved		\$837.50	\$0.00 \$837.50
	FRONT/REAR SUSPENSION OVERLOAD HELPER						
	SSA33 HELPER SPRINGS			1.00 \$1,125.00	\$0.00 \$1,125.00	\$0.00 \$1,125.00	
		Parts Total:	\$1,125.00	Labor Total:	\$837.50	Job Total:	\$1,962.50
15	7G796547			Reserved		\$0.00	\$0.00 \$0.00
	ESTIMATED FREIGHT FOR PARTS						
	FRT FREIGHT			1.00 \$1,000.00	\$0.00 \$1,000.00	\$0.00 \$1,000.00	
		Parts Total:	\$1,000.00	Labor Total:	\$0.00	Job Total:	\$1,000.00



Siddons-Martin Emergency Group  
7285 S 700 West  
Midvale UT USA 84047  
Phone #: () -  
Fax #: () -

Remit To: PO Box 679827 Dallas, TX 75267-9827

Invoice Number: 38404913

Tag Number: ESTIMATE

Date and Time In: 1/5/2023 - 8:58 AM

Date and Time Out: 1/5/2023 - 1:53 AM

Promised Date - Time: 1/5/2023 - 1:53 AM

Cashed Out Date:

Service Advisor: (A0119) Karston Gardner



**ESTIMATE**  
**NOT AN INVOICE**

There will be a 30% restocking fee charged for all returned items based upon the sales price of the item. All Special Order items are ineligible for returns. Special order items include, but are not limited to, any customer driven specification of the item requested or ordered at the direct request of customer.

Parts Total:	\$21,937.50	Ext Price:	\$43,000.00
Core Total:	\$0.00	Sales Tax:	\$0.00
Freight Total:	\$1,000.00	Total:	\$43,000.00
Sublet Total:	\$800.00	- Deductible:	\$0.00
Labor Total:	\$19,262.50	- Deposits:	\$0.00
- Labor Discount:	\$0.00	Amount Due:	\$43,000.00
Other Charges:	\$0.00	Amt Tendered:	\$0.00
Shop Supplies:	\$0.00	Chg Returned:	\$0.00
Sub Total:	\$43,000.00		
- Parts Discount:	\$0.00		

We (the Customer) are responsible for all costs and expenses listed on this invoice. I, the undersigned, am authorized to agree, on behalf of the owner of the vehicle, to pay all outstanding charges in accordance with the terms and conditions agreed between us and the Company. Unless otherwise stated, all invoices are due and payable 30 days from the date of invoice. We have granted the Company, its employees, and agents permission to operate the vehicle on any streets as necessary for testing, inspection, or other services requested. We are responsible for insuring the vehicle at all times. We release the Company for any loss, damage, or theft of any items left in the vehicle for any reason. All parts and labor on this invoice are warranted for purpose and fitness for 90 days from the date of the invoice. In order to recover against any warranty, we agree to return the vehicle to the Company for all warranty repairs. Failure to return the vehicle cancels all warranties provided. All other warranties are expressly disclaimed by Company. Acknowledged and Received by:

**Apparatus Equipment & Service, Inc.**

1103 South 700 West  
Salt Lake City, UT 84104  
US

Voice: 801-886-0600

Fax: 801-886-0615

**QUOTATION**

Quote Number: 22-QT-1116

Quote Date: Dec 22, 2022

Page: 1

**Quoted To:**

Riverdale City Fire Department  
4334 South Parker Drive  
Ogden, UT 84405

Customer ID	Good Thru	Payment Terms	Sales Rep
Riverdale City Fire	1/21/23	Net 10th of Next Month	

Quantity	Item	Description	Unit Price	Amount
20.00	AES:AZ-EE-LABOR	REMOVE TANK. AND LIGHTING.	145.00	2,900.00
20.00	AES:AZ-EE-LABOR	INSTALL BED AND BOXES	145.00	2,900.00
1.00	AES:MA-FB9	Fire Bed 9'	11,250.00	11,250.00
1.00	HWY:PE-8821-001	72X30X18 DP Dual Box , 3 AL SMOOTH DOOR, W/ADJ SHELVES, D-RING LOCK, LH OPEN	2,063.00	2,063.00
1.00	HWY:PE-8821-002	72x30x18 DP Box, LIFT & DROP AL smooth DOOR, W/ADJ SHELVES, D-RING LOCK	2,123.00	2,123.00
2.00	HWY:PE-8812-002	72 X 8 X 18 AL HEX PATTERN BASKET 3 sides W/BOTTOM	840.00	1,680.00
2.00	AES:MTL-A-0200	METAL FOR FABRICATION	300.00	600.00
10.00	AES:AZ-EE-LABOR	INSTALL TANK.	145.00	1,450.00
1.00	MTC:FS-400R	350 GALLON POLY TANK	5,093.00	5,093.00
20.00	AES:AZ-EE-LABOR	INSTALL PUMP AND PLUMBING	145.00	2,900.00
1.00	AES:EP-1000-148	Motor and pump assembly.	7,188.00	7,188.00
1.00	AES:FRT-INVOICE/////	BILLING FOR FREIGHT CHARGES	200.00	200.00
3.00	PLB:FIT-200	SPECIAL HOSE FITTING	300.00	900.00
20.00	AES:AZ-EE-LABOR	LIGHT PACKAGE INSTALL.	145.00	2,900.00
10.00	FED:MPSW9-RW	9" L.E.D ANGLE LIGHT RED/WHITE	163.00	1,630.00
1.00	FED:ALL53- 156034895	ALLEGIAN 53" LIGHT BAR (AES PATTERN)	2,385.00	2,385.00
1.00	FED:PF200	FEDSIG PATHFINDER SIREN/LIGHT CONTROLLER	914.25	914.25
1.00	FED:AS124	SPEAKER CLASS A 100W OUTPUT	162.00	162.00
1.00	AES:EP-0350-122	TIMBEN RUBBER SPRING HELPERS.	525.00	525.00
Subtotal				Continued
Sales Tax				Continued
<b>TOTAL</b>				<b>Continued</b>

**Apparatus Equipment & Service, Inc.**

1103 South 700 West  
Salt Lake City, UT 84104  
US

Voice: 801-886-0600

Fax: 801-886-0615

# QUOTATION

Quote Number: 22-QT-1116

Quote Date: Dec 22, 2022

Page: 2

**Quoted To:**

Riverdale City Fire Department  
4334 South Parker Drive  
Ogden, UT 84405

Customer ID	Good Thru	Payment Terms	Sales Rep
Riverdale City Fire	1/21/23	Net 10th of Next Month	

Quantity	Item	Description	Unit Price	Amount
4.00	AES:AZ-EE-LABOR	INSTALL POLE LIGHT AND WIRE IN.	145.00	580.00
2.00	FRC:SPA530-Q28-ONSTA	(SPA530-Q28-ON-ST-A) SPECTRA MAX LAMP WITH SIDE MOUNT 530 POLE	2,313.00	4,626.00
Subtotal				54,969.25
Sales Tax				
<b>TOTAL</b>				<b>54,969.25</b>



## Jared Sholly

---

**From:** Jared Sholly  
**Sent:** Tuesday, January 24, 2023 8:37 AM  
**To:** Ted McCurdy  
**Cc:** Garrett Henry  
**Subject:** Bid for Brush Truck Improvements  
**Attachments:** Brush Truck Rebuild Riverdale City.pdf

We would like to get a bid for updating our brush truck on the current chassis. I have sent a comparison from another vendor. This should make it easier for the items we are looking for and maintain consistency. Due to the supply chain, we are requesting this to be returned by Monday the 30<sup>th</sup> for review.

Thanks, and please let me know as soon as possible if this is not a job you will be bidding. Also, it looks like there are three pages, but the third page does not have the equipment needed.

Have a great week,

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



**Ted McCurdy**  
Sales

**FIRETRUCKS  
UNLIMITED**

**THE REFURB LEADER!**

Direct: (702) 817-2763  
Main Office: (702) 558-3352  
Ted@FiretrucksUnlimited.com

1175 Center Point Dr., Henderson, NV 89074