

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 4th.

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: