

**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** – Alan Arnold

**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. 5600 South Project Update – UDOT
3. Bonneville Communities That Care (CTC)
4. City Administration Report
  - a. Department Reports March
  - b. April Anniversaries Employee Recognition
  - c. Staffing Authorization Plans
  - d. Community Development Report

**F. Consent Items**

1. Consideration to approve meeting minutes from:

March 19, 2024 Council Work Session

March 19, 2024 Council Meeting

**G. Action Items**

1. Consideration of Ordinance #980 amending Riverdale City Code Title 1, Chapter 7: Officers and Employees to clarify employment rights for certain employees.

*Presenter: Steve Brooks*

2. Consideration of Ordinance #981 amending Riverdale City Code Title 2, Chapter 6: Design Review Committee to allow additional alternative members for the Design Review Committee.

*Presenter: Steve Brooks*

3. Discussion and consideration of amending employee health insurance benefits.

*Presenter: Cody Cardon*

4. Discussion and presentation – Public Infrastructure Districts (PID).

*Presenter: Brandon Cooper*

5. Discussion and possible action regarding YCC Service Agreement proposal.

6. Discussion regarding road projects.

H. **Comments**

1. City Council
2. City Staff
3. Mayor

J. **Adjournment**

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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 12<sup>th</sup> day of April 2024 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>.

Michelle Marigoni  
Riverdale City Recorder

\*\*The City Council meeting on April 16, 2024 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. 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 March 19, 2024, 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
- Anne Hansen, Councilmember (via telephone)
- Michael Richter, Councilmember
- Stacey Haws, Councilmember

City Employees:

- Steve Brooks, City Administrator/Attorney
- Cody Cardon, Business Administrator
- Shawn Douglas, Public Works Director
- Brandon Cooper, Community Development Director
- Rich Taylor, Community Services Director
- Casey Warren, 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:**

**Presentations and Reports:**

**Mayor's Report**

**Swearing In – Officers Brenkman and Farnsworth**

**City Administration Report**

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

**Consent Items**

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

- February 6, 2024 Council Work Session
- February 6, 2024 Council Meeting
- February 20, 2024 Council Work Session
- February 20, 2024 Council Meeting

No changes.

**2. Consideration to appoint Colleen Henstra to the Planning Commission.**

Colleen Henstra will be taking over Kathy Eskelsen's position, as she has asked to step down.

**Action Items**

**1. Consideration of approval for Schneider's Riverside Golf Course Amended Site Plan request, located at 5460 South Weber Drive, Riverdale Utah 84405 as requested by Riverside Golf Course and North Shore Excavation.**

Mr. Cooper noted that all the information was in the packet and there was nothing specific for the work session.

**2. Consideration of Ordinance #979 for Take 5 Small Subdivision request, located at approximately 4023 South Riverdale Road, Riverdale Utah 84405, as requested by Reeve and Associates and Blue Lube, LLC.**

Mr. Cooper noted there was nothing out of the ordinary on this item. Mr. Stevens asked if Mr. Cooper would be discussing items more in-depth during Planning Commission meetings. Mr. Cooper confirmed that he would be discussing it in-depth with the planning commission and then putting the information in the packet with their recommendation to the council.

**3. Consideration of Resolution #2024-05 awarding a bid for the 2024 Roadway Crack Seal Project to Rock Ridge Construction.**

Mr. Douglas said the crack seal will be done first and then chip seal in the summer. Mayor Mitchell asked if the city had worked with the awardee in the past. This would be the first time the city would use the contractor.

**4. Consideration of Resolution #2024-06 accepting the Annual Municipal Wastewater Report.**

**5. Discussion concerning implementation of a City Survey.**

**Comments**

1. City Council:

Mr. Stevens asked if the city was still contracting with a street sweeper. Mr. Douglas said the sweeper comes about 4 to 5 times per year. Mr. Douglas confirmed that the dates are posted, but that weather is a factor, and it needs to be rescheduled occasionally.

2. City Staff: Brandon Cooper, the new Community Development Director introduced himself to the council.

3. Mayor:

**Budget Planning Session**

Mr. Cardon had nothing for the work session.

**Adjournment**

Having no further business to discuss, the Work Session was adjourned at 5:50 p.m.

**Date Approved:**

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, March 19, 2024, 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
- Anne Hansen, Councilmember (via telephone)
- Michael Richter, Councilmember
- Stacey Haws, Councilmember

City Employees:

- Steve Brooks, City Administrator/Attorney
- Cody Cardon, Business Administrator
- Shawn Douglas, Public Works Director
- Brandon Cooper, Community Development Director
- Rich Taylor, Community Services Director
- Casey Warren, Police Chief
- Jared Sholly, Fire Chief
- Michelle Marigoni, City Recorder

Visitors:

- Colleen Henstra
- Cody Taylor
- Brent Kenley
- Landon Brenkman & family
- Dustin Farnsworth & family
- Miranda Rizzi
- Rich Steiner
- Taber Cope

### **Welcome & Roll Call**

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

**Pledge of Allegiance** – Brandon Cooper

**Invocation** – Stacey Haws

### **Public Comment**

Mayor Mitchell invited members of the public to speak. There were no public comments.

### **Presentations and Reports**

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

Mayor Mitchell reported the following:

- A RAMP Grant was awarded to Riverdale City to help replace the bleachers at the Community Center.
- The YCC is planning to ask for donations.
- The Lions Club spaghetti dinner fundraiser is April 19<sup>th</sup>.
- The Three Gates Trail was awarded a grant via the WFRC for an impact study.

#### **Swearing In – Officers Brenkman and Farnsworth**

Officers Brenkman and Farnsworth were introduced by Chief Warren and given the Oath of Office by Michelle Marigoni, City Recorder.

#### **City Administration Report**

##### **a. Department Reports February**

##### **b. March Anniversaries Employee Recognition**

Miranda Rizzi from the Senior Center was recognized for 10 years of service and presented with an award.

##### **c. Staffing Authorization Plans**

##### **d. Community Development Report**

### **Consent Items**

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

February 6, 2024 Council Work Session  
February 6, 2024 Council Meeting  
February 20, 2024 Council Work Session  
February 20, 2024 Council Meeting

Mayor Mitchell asked if there were any changes to the minutes. There were none.

**MOTION:** Councilmember Stevens moved to approve the meeting minutes. Councilmember Richter seconded the motion. There was not any discussion regarding this motion, which passed unanimously in favor.

**2. Consideration to appoint Colleen Henstra to the Planning Commission.**

Mayor Mitchell asked Colleen Henstra to introduce herself.

**MOTION:** Councilmember Haws moved to appoint Colleen Henstra to the Planning Commission. Councilmember Richter seconded the motion. There was not any discussion regarding this motion, which passed unanimously in favor.

**Action Items**

**1. Consideration to approve Schneider's Riverside Golf Course Amended Site Plan request, located at 5460 South Weber Drive, Riverdale Utah 84405, as requested by Riverside Golf Course and North Shore Excavation.**

The request was made by Riverside Golf Course and Northshore Excavation. Mr. Cooper, Community Development Director, provided an overview of the project. The proposed amendment involves adding a parking lot adjacent to the existing one on the approximately 100-acre golf course site. The area is zoned A-1, with the golf course primarily in the O-1 Zone. The site was previously occupied by a demolished home, and preparations for paving are underway. The review process included considerations such as drainage, appropriateness of land use, and utilities. The Planning Commission, on March 12th, found the proposal in conformance with the general plan, land use ordinance, and city code, recommending approval subject to resolving stormwater management concerns. The project's progress was satisfactory, and Mayor Mitchell noted the positive implications of expanding parking facilities for the golf course.

**Motion:** Councilmember Richter moved to approve Schneider's Riverside Golf Course Amended Site Plan request, located at 5460 South Weber Drive, Riverdale Utah 84405, as requested by Riverside Golf Course and North Shore Excavation subject to staff recommendations.

**Second:** Councilmember Haws

Councilor Hansen: Yes  
Councilor Arnold: Yes  
Councilor Richter: Yes  
Councilor Stevens: Yes  
Councilor Haws: Yes

**Motion passes unanimously.**

**2. Consideration of Ordinance #979 for Take 5 Small Subdivision request, located at approximately 4023 South Riverdale Road, Riverdale, Utah 84405, as requested by Reeve and Associates and Blue Lube, LLC.**

This request was made by Ren Associates and Blue Lube LLC. Mr. Cooper highlighted that the site plan for the two existing buildings had previously been approved, constructed, and completed. The current proposal seeks to subdivide the single lot on which the buildings were constructed into two parcels: the Take Five parcel and the Fizz parcel. The review process involved assessing various factors such as drainage easements, utility easements, stormwater management, and landscaping. The proposed subdivision necessitates shared access and utilities between the two parcels. Concerns regarding landscaping disturbance were noted, with plans for enforcement to address the issue. The Planning Commission found the proposal compliant with the city code, subject to addressing comments related to the reciprocal easement agreement, which have since been resolved. Staff recommended approval, pending finalization of the plat and necessary signatures for recordation.

**Motion:** Councilmember Richter moved to approve Ordinance #979 for Take 5 Small Subdivision request, located at approximately 4023 South Riverdale Road, as requested by Reeve and Associates and Blue Lube, LLC, subject to recommendations of staff and Planning Commission.

**Second:** Councilmember Haws

Councilor Haws:	Yes
Councilor Stevens:	Yes
Councilor Arnold:	Yes
Councilor Richter:	Yes
Councilor Hansen:	Yes

**Motion passes unanimously.**

**3. Consideration of Resolution #2024-05 awarding a bid for the 2024 Roadway Crack Seal Project to Rock Ridge Construction.**

Mr. Douglas, speaking on behalf of the office, expressed gratitude to the mayor and council members. He noted that Rock Ridge Construction, although not previously contracted by the city, had undergone thorough vetting and demonstrated capability to fulfill the project requirements. Mr. Douglas highlighted that the company had meticulously reviewed each item in the bid and possessed the necessary equipment for the task. He assured the council that the city's inspector would oversee the project to ensure quality control. While acknowledging the presence of new contractors, Mr. Douglas expressed confidence in Rock Ridge Construction's ability to execute the job effectively and recommended approval of the bid.

**Motion:** Councilmember Haws moved to approve Resolution #2024-05 awarding a bid for the 2024 Roadway Crack Seal Project to Rock Ridge Construction in an amount not to exceed \$43,543.50.

**Second:** Councilmember Richter

Councilor Richter	Yes
Councilor Haws	Yes
Councilor Arnold	Yes
Councilor Hansen	Yes
Councilor Stevens	Yes

**4. Consideration of Resolution #2024-06 accepting the Annual Municipal Wastewater Report.**

Mr. Douglas acknowledged the annual occurrence of discussions regarding sewer system maintenance. He emphasized the critical importance of maintaining the sewer system to prevent disruptions and inconveniences to residents' lives. He highlighted the need for zero backups in the sewer system, expressing satisfaction with recent progress in this regard. However, he raised concerns about the current service provider, which has announced its cessation of operations in Utah. While the city had already begun transitioning to another company for stormwater services, there may be challenges in finding a replacement for sewer system maintenance. Mr. Douglas expressed hope that the new company would be able to fill the void effectively. He invited questions from the council regarding the sewer system or any related matters.

Council members inquired about the projected capital improvements and the absence of specific amounts in certain sections of the report. Mr. Douglas clarified that due to the completeness of the existing system, future projects would focus mainly on operation, maintenance, and occasional line replacements. He explained the city's reliance on Central Weber for treatment capacity, with the city primarily responsible for collection. The discussion underscored the unique aspects of the city's sewer system and its coordination with centralized treatment facilities.

**Motion:** Councilmember Haws moved to approve Resolution #2024-06 accepting the Annual Municipal Wastewater Report.

**Second:** Councilmember Richter

Councilor Arnold	Yes
Councilor Haws	Yes
Councilor Stevens	Yes
Councilor Hansen	Yes
Councilor Richter	Yes

**5. Discussion concerning implementing a City Survey.**

Mr. Brooks initiated a discussion on implementing a city survey, a concept the mayor had expressed interest in. He provided historical context, noting that previous surveys had been labor-intensive but acknowledged that modern electronic methods had simplified the process. Mr. Brooks consulted with neighboring cities like Washington Terrace and South Ogden, the latter being particularly advanced in survey implementation, utilizing Qualtrics software. He outlined the potential advantages of electronic surveys, including cost-effectiveness and the ability to gather feedback quickly and easily from residents interested in city affairs. However, he also raised concerns about the representativeness of survey responses and the potential for bias. Council members engaged in a thoughtful discussion, acknowledging both the benefits and limitations of surveys in informing decision-making. They emphasized the importance of considering survey results alongside other sources of information and expertise. Ultimately, there was consensus to explore the possibility of conducting a city survey further and incorporating it into future budget discussions.

### **Comments**

The discussion shifted to the trail and its alignment through private property, specifically concerning a section near apartment developments. Mr. Brooks and Mr. Douglas clarified that the trail's current location was chosen strategically, but plans for its alignment might change as development progresses. They explained that negotiations with property owners facilitated the trail's construction and that the intention was always for it to eventually move closer to the river. The conversation emphasized the importance of maintaining the trail, with assurances from the developers that they value it as an amenity. Concerns about the disc golf course encroaching on private property were discussed, and the terms of the development agreement, which allotted land for the trail's construction, were clarified.

### **Budget Planning Session**

The budget planning session began with Cody Cardon introducing the agenda item for budget planning. He mentioned the postponement of a Senior Housing presentation due to scheduling conflicts and the absence of Fred Philpot, who was supposed to provide a survey on the senior center but couldn't attend. Mr. Cardon stressed the importance of council feedback on strategic objectives and grants to guide the budgetary process effectively. He then presented an overview of the budget, with department heads providing insights into their respective areas. Mr. Cardon and Mr. Brooks emphasized the importance of including staff in the process and encouraged council members to ask questions.

During the financial review portion of the meeting, an overview of the current financial status of the city was provided. It was highlighted that 59% of the year had passed, and a breakdown of general fund revenues and expenditures was presented. Overall, the city was performing well financially, with some departments slightly over budget due to frontloaded expenses or staffing changes. The use of ARPA (American Rescue Plan Act) funds, particularly for infrastructure projects, was discussed, with approximately \$129,000 remaining. Sales tax revenues were analyzed, showing a slight decrease compared to the previous year, possibly attributed to inflation impacting consumer spending. Questions were raised about specific revenue categories, such as intergovernmental revenues and fines and forfeitures. Additionally, Enterprise funds were discussed, with explanations provided for changes in revenues and expenditures. Mr. Cardon suggested providing stipends for electronic devices provided to council members. The need to replace aging Chromebooks was mentioned, prompting a suggestion to provide stipends instead of city-provided devices, which was met with agreement from council members. Finally, the Capital Improvement Plan for the current year and proposed budget for 2025 were briefly reviewed.

Concerns were raised about broken windowpanes in the building, requiring the allocation of \$30,000 for replacements to ensure safety and prevent further damage. Additionally, the replacement of old exterior doors to improve insulation and comfort for court staff was proposed. City Administration did not have major budget requests, Community Development and Community Services departments presented their budget requests, including funding for residential furnace replacements and equipment purchases. The availability of grants, such as those from the RAMP (Recreation, Arts, Museums, and Parks) program, was noted, with suggestions to leverage council guidance for future grant applications. Discussions also touched on the disparity in grant funding received compared to other entities and potential initiatives for future grant applications.

Regarding staffing, the stability in staffing over the past few years was acknowledged, expressing gratitude for the retention of employees amidst broader challenges in the labor market.

The council discussed plans for the replacement of the playground at Lower Riverdale Park, noting the importance of soliciting input from council members and residents regarding desired features and accessibility considerations. Multiple proposals from different vendors are expected to be presented for review.

In terms of infrastructure projects:



**Street Projects:** It was noted that a street project on 5050 going from 1150 into Golden Spike Park is planned. Additionally, there are plans for a chip seal project and the installation of new storm drain boxes on 1150 and a new section of storm drain through Golden Spike Park.

**Water Line Project:** Efforts are being made to complete the water line to the south of the city, with challenges arising from negotiations with the railroad regarding passage under the train tracks.

**Surface Treatment on Trails:** Crack seal filling and surface treatment on the trail from the city to the south are scheduled for implementation in the coming month.

The council also addressed concerns raised by residents regarding curb and gutter replacement. It was explained that the city offers a 50/50 program for curb replacement, and replacements are typically coordinated with street overlay projects to optimize cost-effectiveness.

Regarding law enforcement and public safety, the council recognized the importance of maintaining public safety and expressed appreciation for the efforts of law enforcement in ensuring a clean and safe environment. Discussion ensued regarding recruitment challenges and strategies for retaining quality personnel in the face of competition from neighboring cities.

The meeting concluded with a reaffirmation of the city's commitment to prioritizing resident needs and providing exceptional services. The council emphasized the importance of continued support for staff and ongoing efforts to address infrastructure and community concerns.

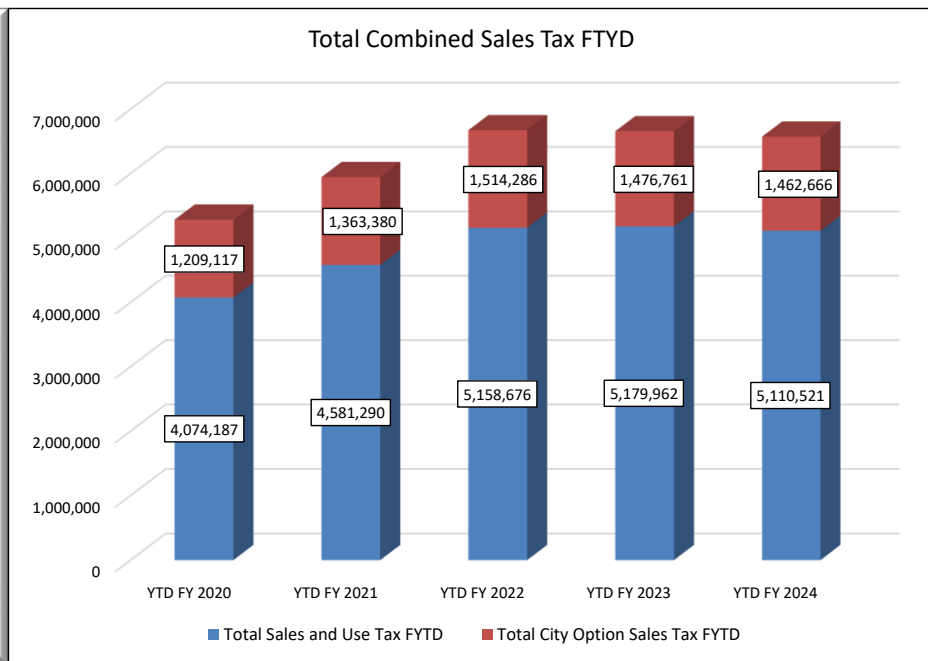
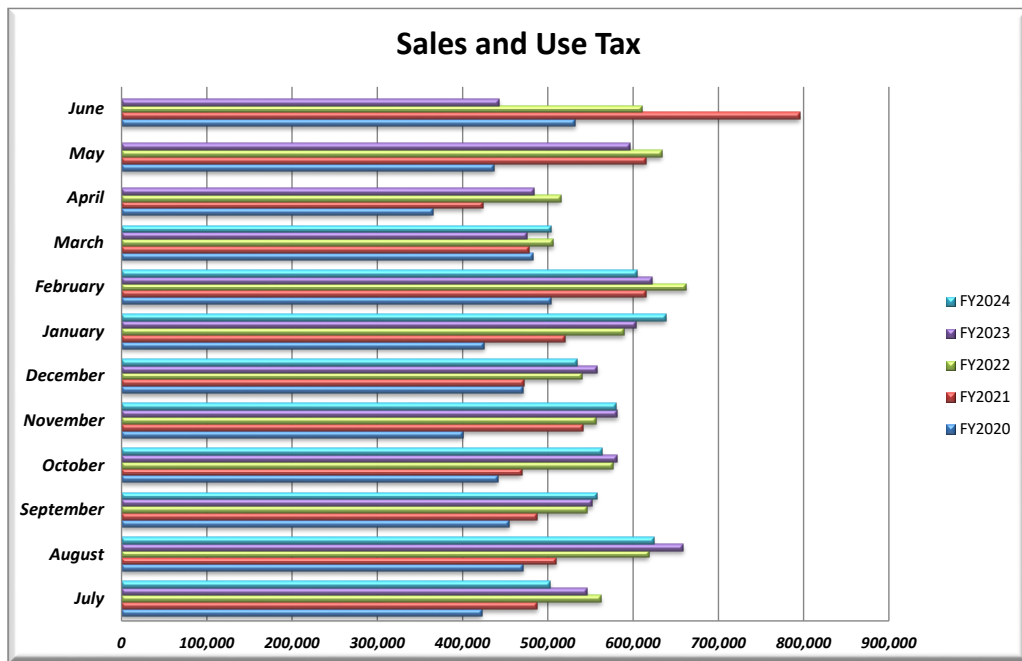
### **Adjournment**

Having no further business to discuss, Councilmember Arnold moved to adjourn the meeting. There was no second to this motion.

Councilmember Stevens moved to adjourn the meeting and Councilmember Haws seconded the motion. The meeting was adjourned at 8:45 p.m.

**Date Approved:**

# RIVERDALE CITY SALES TAX REPORT AS OF MARCH 31, 2024



**Sales and Use Tax**

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax
FY2020	422,677	471,498	455,004	441,637	400,384	471,227	425,412	504,224	482,124	365,345	437,446	532,400	5,409,378
FY2021	487,998	509,709	488,011	469,217	541,179	471,660	520,769	615,365	477,382	423,915	615,704	795,719	6,416,628
FY2022	562,750	618,576	545,650	576,179	557,122	539,973	589,568	662,411	506,447	515,347	633,398	610,286	6,917,707
FY2023	546,359	658,981	552,172	581,251	581,883	557,867	603,551	622,245	475,653	483,502	596,420	443,009	6,702,893
FY2024	502,647	624,034	557,432	563,645	580,249	534,790	638,309	605,118	504,297				5,110,521

**Total Sales and Use Tax FYTD**

YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
4,074,187	4,581,290	5,158,676	5,179,962	5,110,521

**City Option Sales Tax**

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option
FY2020	124,226	140,659	136,692	131,690	118,680	139,491	131,455	153,084	133,140	106,894	122,010	112,497	1,550,518
FY2021	147,067	150,145	144,726	140,996	157,598	140,361	155,568	184,311	142,608	123,196	183,436	168,203	1,838,215
FY2022	169,084	180,716	162,925	167,097	161,347	161,238	174,113	191,158	146,608	148,008	183,455	167,253	2,013,002
FY2023	159,872	189,910	159,858	164,383	164,801	160,162	173,106	174,375	130,294	134,345	165,986	152,899	1,929,991
FY2024	165,949	174,194	160,265	158,749	161,535	151,040	178,930	173,579	138,425				1,462,666

**Total City Option Sales Tax FYTD**

YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
1,209,117	1,363,380	1,514,286	1,476,761	1,462,666

**Total Combined Sales Tax**

	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined
FY2020	546,903	612,157	591,696	573,327	519,064	610,718	556,867	657,308	615,264	472,239	559,456	644,897	6,959,896
FY2021	635,065	659,854	632,737	610,213	698,777	612,021	676,337	799,676	619,990	547,111	799,140	963,922	8,254,843
FY2022	731,834	799,292	708,575	743,276	718,469	701,211	763,681	853,569	653,055	663,355	816,853	777,539	8,930,709
FY2023	706,231	848,891	712,030	745,634	746,684	718,029	776,657	796,620	605,947	617,847	762,406	595,908	8,632,884
FY2024	668,596	798,228	717,697	722,394	741,784	685,830	817,239	778,697	642,722	0	0	0	6,573,187

**Total Combined Sales Tax FYTD**

YTD FY 2020	YTD FY 2021	YTD FY 2022	YTD FY 2023	YTD FY 2024
5,283,304	5,944,670	6,672,962	6,656,723	6,573,187

**RIVERDALE CITY  
MONTHLY UTILITY REPORT  
FOR MAYOR & CITY COUNCIL  
MARCH 2024**

Water Fund

	Total Gallons Used (in thousands)	Total Billings	Total Customers Billed	Average Gallons used Per Customer (in thousands)	Average Bill Per Customer
Residential	10,068	\$ 50,877	2,191	5	\$ 23.22
Commercial	12,732	\$ 37,830	259	49	\$ 146.06

Sewer Fund

	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 63,943	2,169	\$ 29.48
Commercial	\$ 52,111	229	\$ 227.56

Storm Water Fund

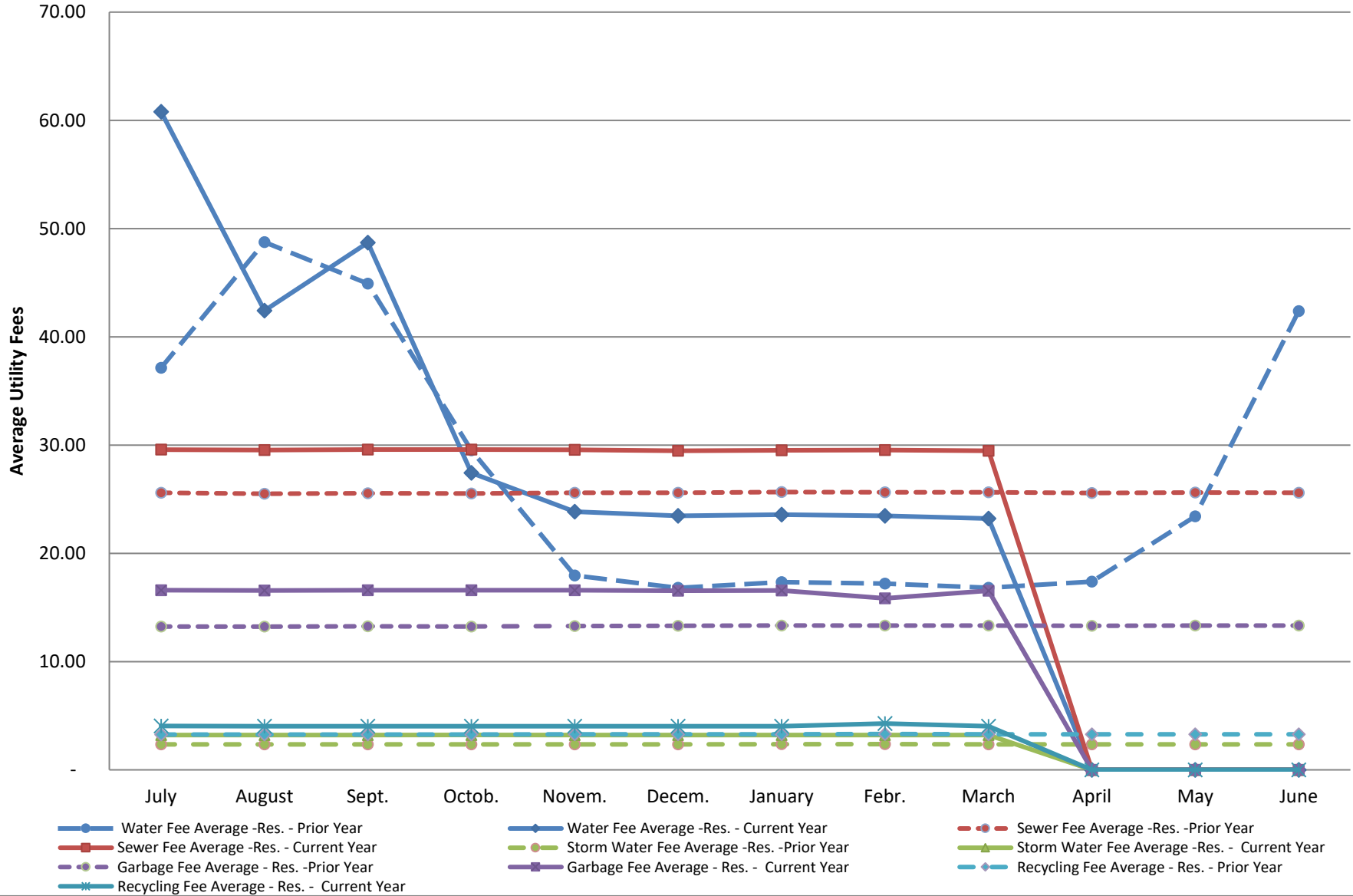
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 7,028	2,187	\$ 3.21
Commercial	\$ 19,302	202	\$ 95.55

Garbage Fund

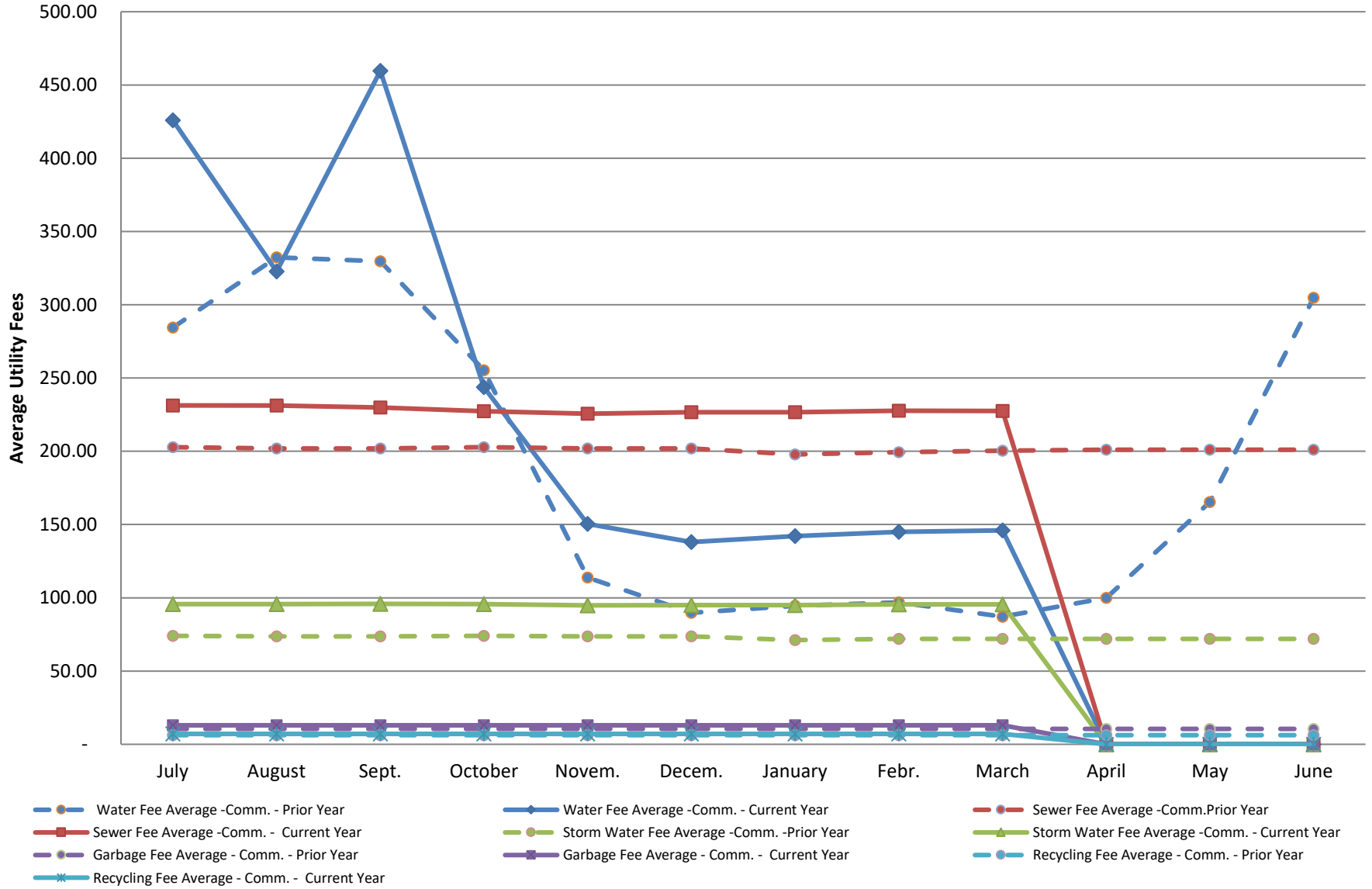
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential - Garbage	\$ 35,634	2,153	\$ 16.55 *
Residential - Recycling	\$ 7,470	1,855	\$ 4.03
Commercial - Garbage	\$ 26	2	\$ 12.98 *
Commercial - Recycling	\$ 21	3	\$ 7.10

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

## Residential Average User Fees Fiscal Year 2023 & 2024



## Commercial Average User Fees Fiscal Year 2023 & 2024



## **Business Administration:**

Cody Cardon:

- Routine phone & computer problem resolution throughout the city.
- Routine management issues and resolution.
- Various meetings and training courses attended.
- Working on monthly Accounting.
- Various IT projects.
- Working on FY2025 budget preparation.

Stacey Comeau:

New Hires:                      Brandon Cooper                      Community Development

Promotions:

Terminations:                      Cameron Cessna                      Fire FT to PT

- Random drug testing for the month
- Processed semimonthly payroll
- Responded to job inquiries
- Updated Staffing Authorization Plan
- Prepared Employee Recognition
- Completed monthly payroll reconciliation
- Conducted exit interview with terminating/retiring employees
- 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 Bricks & Minifigs to take pictures and post to the city social media sites.
- Ordered city and US flags along with new ribbon for business ribbon cuttings.
- Ordered new nameplates for City Council, Planning Commission and Court.
- Snow removal as needed.
- 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 April.
- Completed the employee newsletter for April.



## Mayor & City Council Monthly Summary Report

April 2024

### Community Development Department:

- Onboarding and Familiarization Tour
- Code Review and suggestions
- Office Organization – filing, process/form updating
- New planning & zoning/ED software demo's
  - Caselle
  - iWorq
  - Cityworks
  - Placer.ai
- Development Review/Processing:
  - H&P Investments – Kia Addition
  - West Bench RDA – sent January 1, 2025 trigger date letter to County
  - AFCU Development Agreement and West Bench RDA Amendments
  - Meeting with Keith Warburton on Motel 6 purchase
- Meeting with property owners and developers to discuss project plans and concepts
  - Brent Hill
  - AFCU Team/Dee Hansen
  - Kent Hill – Peacock Ridge and Parks Riverwalk PRUD
  - Representatives from Goldcrest Homes re: Coleman Vu
    - Development Agreement Amendments
    - Demolition Pre-Construction
  - Michael Medina with Mountain West Real Estate
- 5600 South Project – CCT Meeting
- Meeting with DA Davidson regarding PID Policy and AFCU development financing
- RDA Project Area Audit
  - West Bench
  - 700 West
- Department heads meetings attendance
- Process RDA Purchase Assistance Loan Application
- Geographical Information Systems training and work
- Meeting with Ogden Airport regarding Airport Influence Area
- Business Retention and Expansion (BRE Program)
  - Introduction to local businesses
    - Pet Smart
    - Sportsman's Warehouse
    - Target
    - Starbucks
    - Café Rio
    - JDawgs
    - Shake Shack

# COMMUNITY CENTER



## Monthly Report



### MONTHLY ATTENDANCE

# 1906

 PEOPLE



# 767

## PEOPLE

attended our programs

### RESERVATIONS



# 53

 this month

Includes 30 large meeting room and 23 small meeting room reservations

### A FEW PROGRAMS OFFERED

Flip Flop Tumbling

After School Club

DNA Martial Arts

Pickleball

Group Fitness

Kids Open Play



### SPOTLIGHT PROGRAM: AFTER SCHOOL CLUB

We started a new after school program this month. It is offered on Tuesdays and Thursdays. We had great participation. Each day kids come and play games or sports.



## March 2024





# SENIOR CENTER

## Monthly Report



### FAVORITE PROGRAMS

Yoga

Mindful Meditation

Cards

Zumba Gold

Paper Crafting

Fashion Show

# 1,203



## MEALS SERVED

We served **110** meals on our busiest day

# 985

## PEOPLE

attended our programs



# 302

## HOURS

of volunteer service



### GARDENING CLASS

THURSDAY, APRIL 11TH

10:30AM



A Representative from Home Depot will share the latest and greatest gardening tips.

The Riverdale Senior Center  
4433 South 900 West  
(801)621-6086



### SENIOR SPOTLIGHT: TILLY MUTSAER

Tilly has volunteered at the Senior Center for 5 years. She helps with Lunch money, Yarn donations, and is instrumental in making the Fall Sale happen. Tilly is such a great volunteer, and we are so grateful for all her help!

## Public Works Monthly Report March 2024

- 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.
- Continued work on UDOT 5600 S project.
- Continued inspections on AFCU Campus.
- Continued design work on 2024 Storm Drain Projects.
- Continued inspections on Tesla project.
- Continued reviews Riverdale Apartment project.

- Continued inspections America First Road Project.
- Continued 2023 waterline project.
- Continued design work on 2024 Sanitary Sewer Projects.
- Continued reviews on Coleman Vu.
- Continued design work on 2024 street projects.
- Continued inspections for Freeway Park Drive Project.
- Continued work on utility capacity evaluations for 1500 W development.
- Continued review and engineering for capital improvement plan for Sanitary Sewer and Water.
- Started Golf Course Parking Lot Project.

- Reopened trail restrooms.
- Started inspections on Ken Garff redevelopment.

## Monthly report – March, 2024

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

- Resolutions/Ordinances work–
  - Work concerning – AFCU, Trees, Licensing, Tesla, Fire study, Panera, Ambulance, Senior Center, Legislature, 4400 So. Bridges, LPC, GRAMA, HAFB restrictions, H&P, Park benches, Zoning, RDA, Design reviews, Budget, Easements, Strategic Planning, Cell towers, BCI Compliance, Bach, Hill, Schneiders, EOP, Conditional uses, Bus. Licenses, WFRM, Survey, Personnel, MU zone, RDA loans, Conflicts, Farmers market, Subdivisions, Trader joes, UDOT, Code enforcement, PID, Motel 6, Health insur., Betterment agreement, Justice Court, Work hours, Purin, Rents.
- 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- BYU law local govt.
- RSAC- Drug Court –
- Legal reviews of minutes/resolutions/ordinances
- Records request reviews

### COURT MONTHLY REPORT

406 Total traffic cases	YTD 1168 (Jan. 1, 2024 to December 31, 2024)		
2 DUI	213 Moving violations	0 FTA	
0 Reckless/DUI red.	132 Non-moving violations	0 Other	
59 License violations	Parking		
34 Total Misdemeanor cases	YTD 123 (Jan. 1, 2024 to Dec. 31, 2024)		
0 Assault	0 Ill. sale Alc.	2 Dom. animal	4 Dom. violence
18 Theft	0 Other liq. viol.	0 Wildlife	05 Other misd./infrac
0 FTA	04 Contr. subst vio	0 Parks/rec.	
1 Public intox	0 Bad checks	0 Planning zon./Fire/Health	
358 Total cases disposed of this month	4197 Total number of cases disposed of for the year (July 1, 2023 to June 30, 2024)		
440 Total offenses this month	4925 Total offenses for year (July 1, 2023 to June 30, 2024)		

Small Claims Total number of cases for the year (Jan. 1, 2024 to Dec. 31, 2024) -- Filed=4 Settled/Dismissed=2  
 1 Cases filed 0 Trials  
 Settled/dismissed 0 Default judgment

<b># CITATIONS BY AGENCY</b>		<b>YTD (July 1, 2023 to June 30, 2023)</b>
Riverdale City	173	1808
UHP	174	1494

### REVENUE/MISC. YTD (July 1, 2023 to June 30, 2024)

Total Revenue collected	\$ 80,117.57	\$ 756,645.54
Revenue Retained	\$ 54,625.67	\$ 503,242.71
Warrant Revenue	\$ 39,420.03	\$ 362,624.45
Issued warrants	78	773
Recalled warrants	130	1033

### RSAC MONTHLY REPORT - NR

11 participants	55 drug tests given	2 ordered to inpatient
0 orientations	1 in jail/violations	0 other
2 new participant	3 positive UA's/dilutes	
0 graduates	0 incentives/ gifts	
0 terminated/quit/walked away	0 spice tests given	

## INVESTIGATIONS REPORT AND ARRESTS FOR 3/2024

**Retail Theft-** A male entered and concealed merchandise from a local business on two separate dates. The suspect was unknown when the initial report was taken. Investigators were able to identify the male suspect. The suspect was located and interviewed. The suspect admitted to the thefts and surrendered the stolen property which was returned to the business. The male is being charged with two counts of Felony theft due to prior convictions.

**Retail Theft** – A male walked out with merchandise at a local business. The business's loss prevention was able to grab the merchandise only after he walked out of the business. The male fled on foot. Investigators later identified the male. The male was interviewed and admitted to the theft. The male was cited for MB theft.

**Retail Theft** – A male came into a local business on three separate occasions and scanned a barcode for a lower priced item and left with a high dollar item on all occasions. Three separate cases were taken. The male was identified, and Investigators located the male and interviewed him. The male is being charged for 3 counts of MB Theft.

**Family Disturbance** – A male was involved in an argument with his significant other. During the argument the male became aggressive and punched a cake. Police were called the male left the area and was not located. Investigators discovered an active protective order against the male that protected the female. Patrol officers located the male driving, stopped and arrested him on an arrest warrant on a previous case. The male was uncooperative during the interview and was eventually booked into jail. Investigators added multiple charges including violation of a protective order and DV in the presence of the child. The female who was out of town was notified of the arrest.

**Fraud** – A female reported her social security number was being used to gain employment at restaurant in Riverdale. The victim obtained a name and address for the person using the social security number and responded to the address in Riverdale. The victim spoke with the suspect who admitted to purchasing the social security number from somebody so she could get employment. Investigators attempted to follow up with the suspect, but the suspect had fled out of country. Investigators verified the suspect's identity and submitted a warrant for her arrest.

**Family Disturbance** – Police responded to a family disturbance between a husband and wife. The husband reported the wife assaulted him with a stick. The wife fled prior to police arrival. Investigators attempted to follow up with the suspect. Due to a language barrier, Investigators could not communicate with the suspect directly. Attempts to use family as translators were not productive as they could not remain neutral in the situation and would not translate. Investigators obtained a recording from the husband where a disturbance could be heard. Obtaining a translator to assist was unsuccessful due to the lack of translators able to speak this certain language. The case was referred to the prosecutor for criminal charges.

**Sex Offense** – A victim reported she was sexually assaulted while she was intoxicated at her home during a gathering with friends. The victim advised she woke to the suspect sexually assaulting her after she blacked out due to her level of intoxication. The suspect was one of the friends who came to the

home. Investigators spoke with all parties involved. The suspect stated the victim invited him into the room so they could intercourse. The case was submitted for screening.

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

March 2024  
Report #24-3

## ***March Police Calls***

- **1261 Calls for Service:**
  - **20 Animal Complaints**
  - **261 Crime Reports Written**
    - **7 Forgery/Fraud**
    - **22 Retail Thefts**
    - **11 Family Offenses**
    - **12 Burglary/Theft Complaints**
    - **2 DUI**
    - **7 Damaged Property**
    - **52 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***

- **438 Traffic Stops resulting in:**
  - **319 Citations**
  - **462 Total Violations**
  - **143 Warnings Issued**

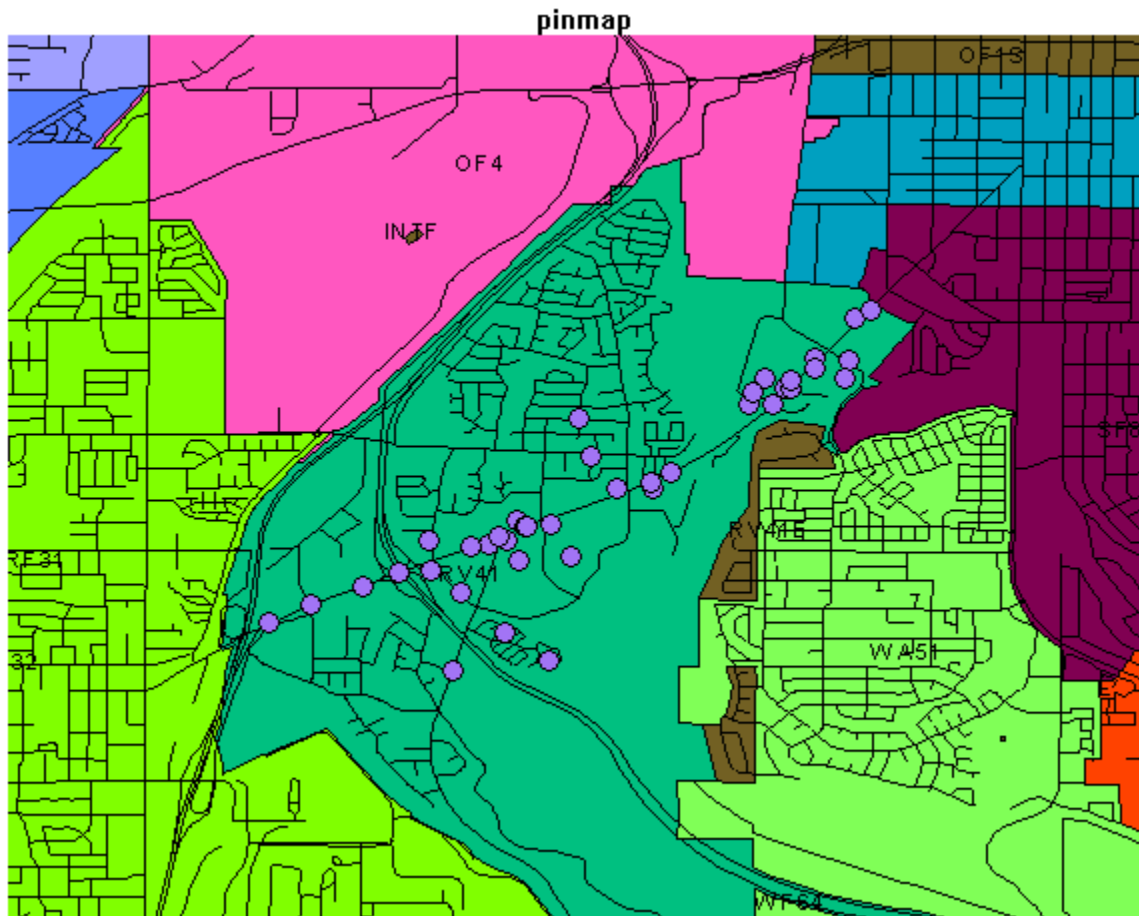


# ***RIVERDALE POLICE DEPARTMENT***

## ***CRIME BULLETIN***

March 2024  
Report #24-3

### ○ **45 Traffic Accidents**



- **33 New Cases sent to Investigations.**
- **35 Investigative Cases Closed**

#### **\*Code Enforcement**

- 1 New Cases**
- 2 Cases Closed**
- 6 Cases still active**

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!**

## **Patrol Report March 2024**

**Theft/Fraud:** A citizen reported leaving her purse at a business and her bank cards were used to make fraudulent purchases online. No suspects have been identified.

**Assist/Welfare Check:** Officers responded to a residence to conduct a welfare check on a child. The child has been placed with other family members. The child and family were contacted, and no problems were discovered.

**Theft attempt:** Officers responded to a business after employees observed a male attempt to place merchandise in an unsecured area and take it without paying. Upon being confronted by employees, the male fled on foot. No property was damaged or stolen.

**Welfare check:** Officers conducted a welfare check on an elderly female that could not be reached by family members. The subject was contacted at her home. There were no problems.

**Family disturbance:** Officers responded to a residence where two family members were having an argument. Officers were able to diffuse the situation and the parties separated for the remainder of the night.

**Drug violation:** A citizen reported seeing what they believed was a drug deal occurring at a business. Officers responded to and checked the area. There was no activity that was found by officers that could confirm what the complainant saw.

**Fire assist:** Officers responded to a pole fire after a power line transformer exploded. Officers stood by for safety reasons while the pole was repaired.

**Threats:** Officers responded to a local church after a report was received that there was going to be a fight in the parking lot. Officers remained in the area and no persons arrived to engage in any type of criminal activity.

**Theft:** Officers responded to a business where a male and female stole merchandise. The two individuals were contacted, and charges were filed.

**Suspicious person:** Officers responded to a local school where staff reported seeing a male standing by vehicles in the parking lot. The area was checked by officers, but the male was gone prior to arrival and was not located.

**Assist/Disturbance:** Officers responded to a local school after a citizen reported he could not get into the school to pick up his child. The complainant then engaged in an argument with the staff and was instructed to leave with his child.

Assist: Officers responded to assist a neighboring agency on a burglary that just occurred. Upon arriving in the area, Riverdale Officers located the suspect fleeing on foot. Custody of the suspect was transferred to the appropriate agency.

Code violation: Officers responded to a wooded area where two transient camps were located. Contact was made with the occupants of the camp, and they were advised of the ordinance. They collected their property and left the area.

Reckless burning: Officers responded to an area on the river parkway on a report of a juvenile that was starting a fire on the trail. The juvenile was contacted and released to his parents. The fire did not threaten any structure and was extinguished.

Trespass: Officers responded to a business for a complaint that a citizen was soliciting money from customers. The subject left prior to police arrival and was not located.

Suspicious persons: Officers contacted two individuals that were dumpster diving behind a business. They were advised by the management that they do not allow this activity and left the area.

Agency assist: Officers responded to assist a neighboring agency with a suicidal subject that was attempting to jump off a bridge. The subject was successfully removed from danger.

Fraud: Officers took a fraud report from a citizen that had money stolen from his bank account. No suspects could be identified.

Fraud: Officers spoke with a citizen regarding a fraudulent tax return filed in her name. A report was completed to document the complaint.

Agency assist: Officers assisted a neighboring agency in locating and taking a wanted fugitive into custody.

Theft: Officers responded to a business on a theft complaint. Loss prevention at the store had detained a person for stealing merchandise. The suspect was interviewed and released on a citation.

Family fight: Officers responded to a family fight and determined a domestic violence crime had occurred. The suspect was taken into custody and charged appropriately.

Agency assist: Officers assisted an outside jurisdiction with executing a search warrant on a home for a missing/runaway juvenile. The missing juvenile was located at the home.

**Overdose:** Officers responded to a business after employees reported they found an unconscious person in one of their rooms. The subject appeared to be having a psychiatric episode. Arrangements were made to have her taken to the hospital for treatment.

**Alcohol violation:** Officers responded to a business after reports were received of juveniles drinking alcohol in the parking lot. The subjects were located, and officers found that the alcohol was stolen from the business. The parents were contacted, and citations were issued to the juveniles.

**Psychiatric:** Officers responded on a subject that was threatening to harm herself with a cutting tool. Officers were able to de-escalate the situation and get her to the hospital for treatment without incident.

**Family fight:** Officers responded to a residence on a report of a family fight. Upon arrival, officers determined a domestic violence crime had occurred. The suspect was taken into custody and charged appropriately.

**Gun violation:** Officers conducted a traffic stop and found that the driver had been consuming alcohol, was on felony probation, was in possession of illegal drugs and a handgun. The driver was taken into custody and charged appropriately.

**Fraud:** Officers collected counterfeit money from a business that was used to purchase goods. No suspects could be identified.

**Warrant service:** Officers located a subject that was known to have warrants and was also the suspect in a domestic violence case. The subject was taken into custody without incident.

**Welfare check:** Officers responded to a business to check the welfare of an individual that made some concerning statements. The subject was contacted and did not need any assistance.

**Recovered stolen property:** Officers responded to a business after the owner of a trailer reported the trailer stolen. The owner tracked the trailer with a tracking device and the trailer was recovered. The suspect is still outstanding.

**Agency assist:** Officers responded to assist a neighboring agency with what was reported as a possible weapons disturbance at a school involving a firearm. The campus was cleared, and no problems were found.

**Theft:** Officers responded to a business after employees reported two suspects from a previous case were back in the store. The two suspects were contacted by officers, and it

was found that they had committed an additional theft and were in possession of illegal drugs. They were taken into custody and charged appropriately.

Unknown problem: Officers responded to an intersection where it was reported the driver of a vehicle was possibly intoxicated and unconscious. Upon contacting the driver, it was found that the driver was having a medical episode. Medical responded and the driver was treated at the scene.

Theft: Officers responded to a business after employees chased and detained an individual for stealing merchandise from the store. It was also discovered that the suspect stole merchandise from an adjacent store. The suspect was taken into custody and charged appropriately.

House check: Officers conducted a house check on a sex offender and found some non-compliance issues. The subject was advised to correct these problems as they are part of the registry conditions.

Harassment: Officers spoke with a citizen who was reporting that he is receiving calls from a person pretending to be an officer and accusing him of being part of a theft ring. The person making the calls was contacted and it was confirmed he is not an officer. The caller was advised to cease all contact with the complainant.

Fraud: Officers collected counterfeit money from a restaurant after it was used to purchase food. No suspects could be identified.

Suspicious activity: A report was received by officers that a sports coach was sending an excessive number of messages to a team member. Officers determined that there were no crimes that occurred.

Theft: Officers responded to a business after two individuals stole merchandise from the store. The two suspects were located and charged appropriately. The property was recovered.

Trespass: Officers responded to a business where two individuals were on the property and the management requested that they be trespassed. The two subjects were located and trespassed from the property.

Disturbance: Officers responded to a business where a male and female were engaged in an argument. It was found that the two individuals were in possession of drug paraphernalia and had outstanding warrants. They were taken into custody and charged appropriately.



Child neglect: Officers responded to a business after a concerned citizen reported a child was left unattended in a vehicle for an extended amount of time. The child's parent was located and charged appropriately.

Trespass: Officers responded to a residence after neighbors reported a male that did not live there entered the home. The suspect was located at the home and taken into custody. He was charged accordingly.

Officers attended a grand opening for a new business.

Code enforcement is actively working to identify code violations and has spent a substantial amount of time locating graffiti problems throughout the city and working with property owners to get it cleaned up.

Officers continue to monitor the school zones while they are active in the mornings and afternoon.

Employee Recognition – April 2024 Anniversaries		
Years	Employee	Department
41		Paul Flaig Fire
20		Casey Warren Police
8		Angie Pierce Business Administration
6		Gerardo Vazquez Police



# Riverdale City

## Staffing Authorization Plan

As of March 31, 2024		
Department	FTE Authorization	FTE Actual
City Administration	2.00	2.00
Legal Services	4.50	3.50
Community Development	1.00	1.00
Building	1.50	1.50
Business Administration	7.00	7.00
Community Services	13.50	10.50
Public Works	11.00	11.00
Police	26.00	25.00
Fire	22.50	16.00
Total	89.00	77.50

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	(3.00)	Recreation Assistants
Business Administration	0.00	
Public Works	0.00	
Police	(1.00)	
Fire	(6.50)	FT/PT Firefighters
Totals	(11.50)	Staffing <u>under</u> authorization







Actual Full Time Employees	57.00
Actual Part Time Employees	42.00
Seasonal Employees	0.00

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





# Riverdale City Staffing Authorization Plan

Department: Elected - Mayor & Council

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>Election</u>	<u>Term of Office</u>	<u>Authorized</u>	<u>Actual</u>
	Mayor Braden Mitchell	2015	2022-2025	1.00	1.00
					
	Councilor / Mayor Pro Tem Alan Arnold	2015	2024-2027	1.00	1.00
					
	Councilor			4.00	
	Bart Stevens	2017	2022-2025		1.00
	Anne Hansen	2022	2022-2025		1.00
	Michael Richter	2024	2024-2027		1.00
	Stacey Haws	2024	2024-2025		1.00
	   				
	Total			6.00	6.00

# Riverdale City Staffing Authorization Plan

Department: Planning Commission



<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOA-City</u>	<u>Term Apptm't</u>	<u>Authorized</u>	<u>Actual</u>
	Open Chairman Kent Anderson	04/2020	12/2027	1.00	1.00
					
	Vice Chairman Amy Spiers	07/2018	01/2025	1.00	1.00
					
	Commissioner			5.00	
	Colleen Henstra	03/2024	01/2026		1.00
	Randy Poulsen	01/2024	12/2027		1.00
	Rikard Hermann	12/2018	01/2025		1.00
	Wanda Ney	02/2019	01/2027		1.00
	Celeste Noland	01/2024	01/2027		1.00



Total 7.00 7.00








# Riverdale City Staffing Authorization Plan

Department: City Administration

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
130/140	City Recorder Michelle Marigoni	6/17/2021	6/17/2021	1.00	1.00
					
125	City Administrator/City Attorney Steve Brooks	11/1/2004	2/1/2022	1.00	1.00
					
	Total			2.00	2.00


Riverdale City  
Staffing Authorization Plan

Department: Legal Services

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
1042	Court Clerk III Nicole Green	10/31/2021	10/31/2021	1.00	1.00
					
1045	Court Outreach Coord. Joan Dailey	11/28/2005	11/28/2005	1.00	1.00
					
1040	Court Clerk II Sonja McCauley	2/12/2024	2/12/2024	0.50	0.50
					
1070	Prosec. Attorney Teral Tree	1/30/2017	1/30/2017	0.50	0.25
	Letitia Toombs	1/30/2017	1/30/2017		0.25
					
					
XXX	Justice Court Judge Paul Olds	1/22/2020	1/22/2020	0.50	0.50
					
	Acting Dept Head Cody Cardon			1.00	0.00
					
	Total			4.50	3.50



# Riverdale City Staffing Authorization Plan

Department: Community Development

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
345/380	Comm Dev Dir/RDA Deputy Director Brandon Cooper	3/4/2024	3/4/2024	1.00	1.00
					
	Total			1.00	1.00









# Riverdale City Staffing Authorization Plan

Department: Building

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
325/310	Building Official Jeff Woody	11/30/2022	11/30/2022	1.00	1.00
					
315	Permit Technician/Administrative Assistant Jocelyn Rivera	6/26/2023	6/26/2023	0.50	0.50
					
2025	PW Director Shawn Douglas	5/20/1991	10/16/2011	0.00	0.00
					
	Total			1.50	1.50

Riverdale City  
Staffing Authorization Plan

Department: Business Administration

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
600	PT Custodian			1.50	
	Neil Amidan	8/1/2013	8/1/2013		0.50
	Steve Hodges	7/6/2015	7/6/2015		0.50
	Brenda Green	10/5/2018	10/5/2018		0.50
					
760	Civic Center Service Clerk			1.00	
	Cami Jacobsen	9/5/2017	9/5/2017		0.50
	Amy Cummings	10/21/2021	10/21/2021		0.50
					
720/200	Acctg. Clerk			0.50	
	Laurie Greenhalgh	5/16/2019	5/16/2019		0.50
					
730	Utility Billing Clerk			1.00	
	Angie Pierce	4/18/2016	4/18/2016		1.00
					
610	Fac. Custodial Coordinator/ Pub Comm Spec			1.00	
	Chris Stone	12/1/1992	12/1/1992		1.00
					

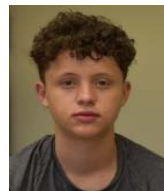
195/145	HR Manager/Treasurer Stacey Comeau	1/31/2005	1/31/2005	1.00	1.00
					
165/780	Business Administrator Cody Cardon	1/8/2019	1/8/2019	1.00	1.00
					
	Total			7.00	7.00



# Riverdale City Staffing Authorization Plan

Department: Community Services

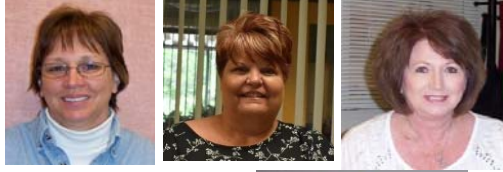
<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	Rec Assistant			5.50	
	Jayden Hansen	11/21/2022	11/21/2022		0.50
	Cole Lueders	11/21/2022	11/21/2022		0.50
	Open				0.00
	Open				0.00
	Lilie Wood	3/1/2023	3/1/2023		0.50
	Arzy Vernon	8/10/2022	8/10/2022		0.50
	Open				0.00
	Open				0.00
	Tyson Pututau	3/1/2023	3/1/2023		0.50
	Maclane Loughton	8/19/2022	8/19/2022		0.50
	Abby Miles	2/1/2024	2/1/2024		0.50



XXX	Group Fitness Instructor			1.00	
	Sherilyn Taylor-Brown	7/27/2017	7/27/2017		0.50
	Open				0.00






1266	Comm Services Cust Service Clerk			2.50	
	Karen Dille	9/13/1999	9/13/1999		0.50
	Shari Casper	5/23/2022	5/23/2022		0.50
	Betty Wilson	9/2/2014	9/2/2014		0.50
	Katie Peterson	11/30/2022	11/30/2022		0.50
	Angela Choate	12/3/2021	12/3/2021		0.50










1270	Rec Specialist			1.00	
	Baylee Cascaddan	8/31/2015	10/16/2021		0.50
	Elisa Anger	6/17/2016	8/1/2017		0.50







XXX	Sr. Center Worker RDA Open		?		0.50	0.00
1570	Sr. Center Cook Stephanie Olpin	1/13/2021	4/16/2021		0.50	0.50
						
1424	Sr. Center Kitchen Aide Anissa Sterner	11/17/2022	11/17/2022		0.50	0.50
						
225	Seniors Program Specialist Miranda Rizzi	3/20/2014	7/1/2017		1.00	1.00
						
340	Comm Services Director Rich Taylor	6/30/2014	6/30/2014		1.00	1.00
						
	Rounding					
	Total				13.50	10.50

Riverdale City  
Staffing Authorization Plan







Department: Public Works

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
1230	Park Mtn Specialist I Zachary Henstra 	5/24/2022	5/24/2022	1.00	1.00
1235	Park Mtn Specialist II			0.00	0.00
1240	Park Mtn Specialist III Matthew Guymon John Flynn  	9/1/2017 10/2/2018	1/16/2018 10/2/2018	2.00	1.00 1.00
2034	Assistant Public Works Director Norm Farrell 	8/17/1998	12/20/2004	1.00	1.00
1900	Crew Leader Travis Gibson Bart Poll  	5/2/2011 8/24/1998	5/2/2011 7/1/2004	2.00	1.00 1.00
2105	Utility Mtn Operator I Gage Bennett 	3/2/2020	3/2/2020	1.00	1.00

2110	Utility Mtn Operator II			0.00	0.00
2115	Utility Mtn Operator III Dallas Nalder	3/2/2020	7/1/2022	1.00	1.00
					
2115/2030	PW Inspector/Operator III Travis Dahle	7/18/2017	7/18/2017	1.00	1.00
					
2115/2000	Utility Mtn Operator III/Equipment Mtn Spec Abraham Torres	5/9/2006	12/1/2022	1.00	1.00
					
2025	PW Director Shawn Douglas	5/20/1991	10/16/2011	1.00	1.00
					
	Total			11.00	11.00

Riverdale City  
Staffing Authorization Plan

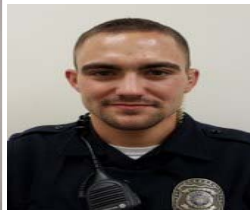
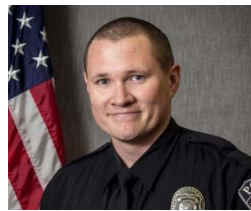
Department: Police

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	School Crossing Guard			1.50	
	Kathy Doxey	8/10/2015	8/10/2015		0.50
	Lesley Kolczak	11/16/2022	11/16/2022		0.50
	Lindsey Bird	2/6/2023	2/6/2023		0.50
					
330	Code Enforcement Stephen May	8/8/2023	8/8/2023	0.50	0.50
					
1510	Animal Control Kimberlee Winn	5/31/2020	5/31/2020	1.00	1.00
					
2335	Patrol Secretary/Receptionist Casey Baur	11/30/2022	11/30/2022	1.00	1.00
					

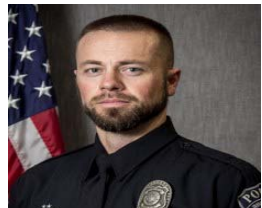
2310	Administrative Executive Assistant Shalee Nay	7/1/2019	6/1/2021	1.00	1.00
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1749	Pol Officer			15.00	
	Dustin Farnsworth	12/31/2023	12/31/2023		1.00
	Noah Shears	2/16/2023	2/16/2023		1.00
	Juan Torres	12/1/2022	12/1/2022		1.00
	Matthew Phillips	6/16/2016	6/16/2016		1.00
	Ryne Schofield	7/16/2016	7/16/2016		1.00
	Robert Lovato	6/30/2016	6/30/2016		1.00
	Luigi Panunzio	5/26/2016	5/26/2016		1.00
	Landon Brenkman	10/16/2023	10/16/2023		1.00
	Jacob Stanger	6/30/2018	6/30/2018		1.00
	Jeffrey Edminster	9/30/2021	9/30/2021		1.00
	Eddie List	11/16/2022	11/16/2022		1.00
	Christopher Morreale	12/1/2022	12/1/2022		1.00
	Nathen Zaugg	2/28/2023	2/28/2023		1.00
	Rory Powers	5/16/2023	5/16/2023		1.00
	Open				0.00



1765	Pol Sgt			4.00	
	Derek Engstrom	11/16/2010	7/1/2015		1.00
	Tyrel Dalton	3/1/2018	5/1/2023		1.00
	Gerardo Vazquez	4/30/2018	12/16/2022		1.00
	Lynn Wright	7/1/2003	9/16/2023		1.00



1745	Asst. Police Chief			1.00	
	Michael McNeely	2/16/2018	9/1/2023		1.00



1740	Police Chief			1.00	
	Casey Warren	4/16/2004	9/1/2023		1.00



	Total			26.00	25.00
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# Riverdale City Staffing Authorization Plan

Department: Fire

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	PT Firefighter			8.00	
	Colby Bailey	9/7/2022	9/7/2022		0.50
	Lance Beech	5/10/2017	5/10/2017		0.50
	Casey Jefferies	2/8/2024	2/8/2024		0.50
	Eric Lofthouse	7/6/2023	7/6/2023		0.50



Keaton Smith	10/17/2023	10/17/2023	0.50
Maximilian Higley	7/2/2018	7/2/2018	0.50
Shawn Stanger	8/21/2019	8/21/2019	0.50
Cameron Cessna	6/27/2019	3/29/2024	0.50



Open	0.00
Open	0.00
Open	0.00
Open	0.00



Open	0.00
Open	0.00
Open	0.00
Open	0.00

1710	Fire Inspector	4/4/1983	12/1/2023	0.50	0.50
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2335	Fire Admin Secretary Krystn Hinojosa	10/18/2004	10/18/2004	0.50	0.50
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1695	FT Firefighter/EMT			9.00	
	Open				0.00
	Dean Gallegos	8/21/1995	8/21/1995		1.00
	Steven Whetton	7/29/2014	8/31/2016		1.00
	JR VanDyke	7/28/2017	7/28/2017		1.00
	Open				0.00
	Jace Stromberg	8/10/2021	8/16/2022		1.00
	Marcus Garcia	11/20/2019	1/22/2023		1.00
	Michael Razey	12/6/2022	1/22/2023		1.00
	Dirk Playle	10/5/2022	10/5/2022		1.00

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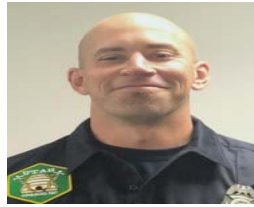
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1675	Fire Captain			3.00	
	Matthew Hennessy	12/5/2005	2/1/2012		1.00
	Nathan Tracy	11/6/2012	8/1/2018		1.00
	Garrett Henry	9/21/2018	3/1/2019		1.00



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



	Rounding			0.00	0.00
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	Total			22.00	16.00
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## **COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT**

**April 2024**

### **OPEN FOR BUSINESS**



Ashley Furniture has opened a store in the old Shopko building at 4060 South Riverdale Road.



Thrive Appliance has opened a new store in Riverdale located at 4071 South Riverdale Road.

### **NEW AND ONGOING DEVELOPMENTS**



Tesla has started construction on the Tesla Riverdale Automotive Center to be located at 4581 South 1500 West.



Chuck E. Cheese is working on tenant finish construction of a space located at 4101 South Riverdale Road.



America First Credit Union has started construction of their new Administrative Operations building at 4624 South 1500 West. First new building is in final phase of construction and will be ready for occupancy in April 2024





## City Council Executive Summary

For the Council meeting on: April 16, 2024

Petitioner:  
Steve Brooks, City Administrator/Attorney

### Summary of Proposed Action

Consideration of Ordinance 980, clarification of employment rights for certain employees.

### Summary of Supporting Facts & Options

A recent court case arose over a claim that an employee was not given certain rights during a termination process. Utah Code specifically designates certain employees as not being entitled to all rights afforded general employees and the state code mandates that cities adopt an Ordinance covering this.

This Ordinance adopts the specific and applicable state codes that should cover us from future issues.

### 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



**ORDINANCE NO. 980**

**AN ORDINANCE AMENDING THE RIVERDALE MUNICIPAL ORDINANCE CODE, TITLE 1, ADMINISTRATION, CHAPTER 7, OFFICERS AND EMPLOYEES, TO ADD A NEW SECTION THAT WILL BETTER IMPLEMENT, CLARIFY AND DEFINE THESE SECTIONS CONCERNING CERTAIN EMPLOYEES AND APPEAL RIGHTS AND PROTECTIONS AND TO PROVIDE FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, Riverdale City (hereafter "City") is a municipal corporation, duly organized and existing under the laws of the State of Utah; and;

**WHEREAS**, Utah Code Annotated §10-3-11 designates certain municipal employees as not being entitled to all rights afforded to general employees and mandates that cities adopt an ordinance,

**WHEREAS**, the City finds it is in the best interest of the community and its citizens to better clarify issues concerning certain employees, status and appeal rights in order to better serve the employees, the residents and community; and

**WHEREAS**, it appearing that the proposed code additions are in accord with the City's goals, desires and needs and will clarify code sections currently lacking clear direction and will promote health, safety and general welfare of the community at large and operation of the city affairs, the Riverdale City Council finds it to be in the best interests of the City;

**NOW, THEREFORE, BE IT HEREBY ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF RIVERDALE:**

**Section 1. Repealer.** Any provision of the Riverdale Municipal Ordinance Code found to be in conflict with this ordinance is hereby repealed.

**Section 2.** The Riverdale Municipal Ordinance, TITLE 1, ADMINISTRATION, CHAPTER 7, OFFICERS AND EMPLOYEES, and creating SECTION 4, **EMPLOYEES EXCLUDED FROM LISTED EMPLOYMENT RIGHTS**, is hereby amended as outlined in Attachment 1, attached hereto and incorporated hereby.

**Section 3.** All other titles, chapters and sections not otherwise amended hereby shall remain unchanged, in full force and effect.

**Section 4. Severability.** If any provision of this ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

**Section 5. Effective date.** This ordinance shall take effect immediately upon its adoption and posting.

**PASSED, ADOPTED AND ORDERED POSTED** this \_\_\_\_ day of April, 2024.

\_\_\_\_\_  
Braden Mitchell, Mayor

Attest:

Michelle Marigoni, City Recorder

Vote:

Councilmember Arnold	_____
Councilmember Stevens	_____
Councilmember Hansen	_____
Councilmember Richter	_____
Councilmember Haws	_____

Attachment 1

TITLE 1 ADMINISTRATION

CHAPTER 7 OFFICERS AND EMPLOYEES

SECTION:

**1-7-4: EMPLOYEES EXCLUDED FROM LISTED EMPLOYMENT RIGHTS:**

In amending this chapter, it is the purpose and intent of the city council to adopt an ordinance acknowledging and complying with chapter 3 of title 10 of the Utah Code Annotated 1953, as amended, and specifically to conform with the act which provides that the city adopt by ordinance a policy listing employees who are not protected of the employment rights listed in 10-3-1105 (1)(a) of the Utah Code.

The Riverdale City council hereby adopts and incorporates by reference the following provisions of the Utah Code as part of this chapter as though fully set forth herein and specifically designates said employees listed in said sections, listed below, as those who are exempt from the protections described in Utah Code Annotated 10-3-1105(1)(a):

Utah Code Annotated sections 10-3-1105(2) (a), (b), (c), (d) or (e).

(Ord. 980 04-2024)





## City Council Executive Summary

For the Council meeting on: April 16, 2024

Petitioner:  
Steve Brooks, City Administrator/Attorney

### Summary of Proposed Action

Consideration of Ordinance 981, ordinance allowing for additional alternative members of the design review committee.

### Summary of Supporting Facts & Options

Our code designates who the members of the Design Review Committee should be. This Ordinance lists two additional alternate members that can be called upon to fill in for absences or to make a quorum to not delay the process of approvals.

It is not uncommon for us to have the minimum number of members to look at and approve these because of people being absent or otherwise unable to meet at the designated time.

### 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



**ORDINANCE NO. 981**

**AN ORDINANCE AMENDING THE RIVERDALE MUNICIPAL ORDINANCE CODE, TITLE 2, BOARDS AND COMMISSIONS, TO MODIFY SECTION 6, DESIGN REVIEW COMMITTEE, SECTION 2, MEMBERSHIP, CONCERNING MEMBERSHIP OF THE DESIGN REVIEW MEMBERSHIP THAT WILL BETTER CLARIFY AND DEFINE THIS SECTION CONCERNING THE COMPOSITION OF THE DESIGN REVIEW COMMITTEE OF RIVERDALE CITY AND TO PROVIDE FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, Riverdale City (hereafter "City") is a municipal corporation, duly organized and existing under the laws of the State of Utah; and;

**WHEREAS**, Utah Code Annotated §10-9-102 empowers municipalities of the state to enact all ordinances and rules that they consider necessary for the use and development of land located within the municipality; and

**WHEREAS**, the City finds it is in the best interest of the community and its citizens to better clarify issues concerning the Riverdale City Appeal Authority to better serve the residents and community; and

**WHEREAS**, it appearing that the proposed code addition is in accord with the City's goals, desires and needs and will promote health, safety, and the general welfare of the community at large, the Riverdale City Council finds it to be in the best interests of the City;

**NOW, THEREFORE, BE IT HEREBY ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF RIVERDALE:**

**Section 1. Repealer.** Any provision of the Riverdale Municipal Ordinance Code found to be in conflict with this ordinance is hereby repealed.

**Section 2.** The Riverdale Municipal Ordinance, TITLE 2, BOARDS AND COMMISSIONS, CHAPTER 6, DESIGN REVIEW COMMITTEE, SECTION 2, MEMBERSHIP, is hereby amended as outlined in Attachment 1, attached hereto, and incorporated hereby.

**Section 3.** All other titles, chapters and sections not otherwise amended hereby shall remain unchanged, in full force and effect.

**Section 4. Severability.** If any provision of this ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

**Section 5. Effective date.** This ordinance shall take effect immediately upon its adoption and posting.

**PASSED, ADOPTED AND ORDERED POSTED** this \_\_\_\_ day of April, 2024.

\_\_\_\_\_  
Braden Mitchell, Mayor

Attest:

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Michelle Marigoni, City Recorder

## TITLE 2 BOARDS AND COMMISSIONS

### CHAPTER 6 DESIGN REVIEW COMMITTEE

#### SECTION:

#### **2-6-2: MEMBERSHIP:**

The city's design review committee shall consist of the mayor or his/her designee, the city administrator, the planning commission chair or his/her designee, the public works director, and the community development director. (Ord. 854, 5-6-2014)

In order to maintain a quorum and facilitate timely review processes, the City Council appoints 2 alternative members to the Design Review Committee. Said alternate members shall be the public works assistant director and the city recorder. Alternative members shall serve in the absence or disqualification of regular members and shall have the same rights, responsibilities, and voting privileges as regular members when serving on the Committee. (Amd. Ord. 980, 04-2024)



## City Council Executive Summary

For the Council meeting on:  
April 16, 2024

Petitioner:  
Cody Cardon, Business Administrator  
Stacey Comeau, HR Manager/Treasurer  
Steve Brooks, City Attorney/Administrator

### Summary of Proposed Action

Consideration of increasing the contribution rate for City Health insurance premiums from the current 80/20 split between the City and its employees to a 90/10 split to help with employee recruitment and retention.

### Summary of Supporting Facts & Options

To make the city more comparable with its benefits in regard to other local governments that we compete with for hiring. The city has been utilizing TechNet to survey benefits. One area where the city is more conservative is the funding of its health insurance. Previously with the reallocation of the sales tax the city to conserve funding reduced the annual approval of the health insurance to an 80/20 split that has been in place ever since. In the information obtained from TechNet 67.2% or 41 of the 61 total reporting entities are paying 90% or more of the cost of a family health insurance plan. We would propose the Council consider increasing the annual contribution to 90/10 split. We anticipate the annual financial impact to be approximately \$82,000. We are proposing the increase currently, prior to the budget adoption, because the City's open enrollment period begins April 24 and if approved would need to be reflected in the City's benefit guide.

#### TechNet Health Insurance Benefit Summary

Funding Percentage	Single Coverage (Employee Only)		Double Coverage (Employee plus one)		Family Coverage	
100%	30	49.2%	22	36.1%	23	37.7%
90%	17	27.9%	16	26.2%	18	29.5%
80%	12	19.7%	17	27.9%	17	27.9%
70%	1	1.6%	2	3.3%	2	3.3%
Less than 70%	1	1.6%	4	6.6%	1	1.6%
<b>Totals</b>	<b>61</b>	<b>100%</b>	<b>61</b>	<b>100%</b>	<b>61</b>	<b>100%</b>

### 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

## SERVICES AGREEMENT

THIS SERVICES AGREEMENT, entered into this \_\_\_\_ day of \_\_\_\_\_, 2024

("Effective Date"), by and between OGDEN CITY CORPORATION, a municipal corporation of

the State of Utah, hereinafter "City," and YCC FAMILY CRISIS CENTER, a Utah nonprofit corporation, hereinafter "YCC."

### WITNESSETH:

WHEREAS, City has established a need for services in connection with Ogden Police Department ("OPD") calls for service involving domestic and intimate partner violence; and

WHEREAS, YCC is the only facility located in Ogden City that provides advocate services, shelter, and care for those in need of domestic and intimate partner violence services;

and

WHEREAS, the City and YCC desire to identify individuals at high risk of death and serious injury from domestic and intimate partner violence and guide them to services; and

WHEREAS, YCC is willing to provide annual training for OPD officers to perform the Lethality Assessment Protocol ("LAP") to identify persons who are at high risk of death or serious injury from domestic and intimate partner violence.

NOW, THEREFORE, in consideration of the mutual covenants and agreements stated herein and of the payment for services hereinafter described, the parties hereto do mutually

agree as follows:

1. Services. City hereby agrees to engage YCC, and YCC hereby agrees to provide City with the following services: annual LAP training of OPD officers; LAP intervention by advocates at all hours of the day; shelter for victims of domestic and intimate partner violence;

and support and care services for victims.

15th February

2

2. Time of Performance. This Agreement shall commence on the Effective Date and shall continue for one (1) year. This Agreement may be renewed for two (2) additional term of

one (1) year.

3. Compensation. For services provided herein, upon execution of this Agreement, City agrees to pay YCC the annual amount of thirty-five thousand and 00/100 dollars (\$35,000.00). Said total shall constitute full payment for all services rendered and costs incurred

by YCC in performing this Agreement.

4. Termination for Convenience. The City or YCC may terminate the Agreement at any time by giving written notice to the other and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination. If YCC exercises the option to terminate for convenience, YCC shall refund the City the pro rata portion of any payment received.

5. Termination for Cause. If, through any cause, YCC shall fail to fulfill, in a timely and proper manner, its obligations under this Agreement, City shall have the right to terminate this

Agreement by giving written notice to YCC of such termination and specifying the effective date

thereof. If City exercises the option to terminate for cause, YCC shall refund the City the pro rata portion of any payment received. Notwithstanding the above, YCC shall not be relieved of

liability to City for damages sustained by City by virtue of any breach of the Agreement by YCC.

6. Non-assignability. YCC shall not assign any interest in this Agreement, and shall

not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the City thereto.

7. Insurance requirements. YCC shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by YCC, its agents, representatives, or employees. The amount of insurance shall not be less than:

Combined General Liability: Minimum of \$3,000,000 commercial general

3

liability coverage with \$1,000,000 for each occurrence. Policy to include coverage for operations, contractual liability, personal injury liability, products/completed operations liability, broad-form property damage (if applicable) and independent contractor's liability (if applicable) written on an occurrence form.

Automobile Liability: \$1,000,000 combined single limit per occurrence for bodily injury and property damage for owned, non-owned and hired autos.

Workers' Compensation and Employers' Liability: Worker's Compensation limits as required by the Labor Code of the State of Utah and employer's liability with limits of \$1,000,000 per accident.

Insurance is to be placed with insurers acceptable to and approved by the City. YCC's insurer must be authorized to do business in Utah at the time the contract is executed (and throughout the time period the contract is maintained), unless otherwise agreed in writing by the

City. Failure to maintain or renew coverage or to provide evidence of renewal will be treated by

City as a material breach of contract.

Limits of liability amounts must meet contract requirements before contract is initiated.

The City, and its elected officials, officers, employees, agents and volunteers are to be



named as additional insureds with primary coverage and not contributing.

The City shall be furnished with original certificates of insurance and endorsements effecting coverage required within, signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received by the City Recorder's Office before work commences.

The City reserves the right to require complete, certified copies of all required insurance policies at any time.

Each policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty days prior written notice by certified

mail, return receipt requested, has been given to the City.

4

YCC's insurance shall be primary insurance and any insurance or self-insurance maintained by the City, its officers, officials, employees, and volunteers shall be excess of YCC's insurance and shall not contribute with it.

YCC shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

Any deductibles or self-insured retentions must be declared to and approved by the City.

At the option of the City, either: the insurer shall reduce or eliminate such deductibles or selfinsured

retentions as respects the City, its elected officials, officers, employees, agents and volunteers; or YCC shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations claim administration and defense expenses

8. Indemnification. YCC agrees to indemnify and hold the City harmless from and against any and all claims, damages, demands, actions, costs, and charges arising out of or by

reason of YCC's performance or failure to perform this Agreement. City agrees to indemnify and hold YCC harmless from and against any and all claims, damages, demands, actions, costs

and charges arising out of or by reason of City's performance or failure to perform this Agreement.

9. Independent Contractor. YCC is independent of the City and shall perform all services according to its own methods without being subject to the control of the City except as

to the results obtained. The City shall not carry Worker's Compensation insurance or any health

or accident insurance to cover YCC. The City shall not pay nor be responsible for any contribution to Social Security, unemployment insurance, federal or state withholding taxes, nor

provide any other contributions or benefits which might be expected in an employer-employee

relationship. YCC, as an independent contractor, shall provide and be responsible for any and

all of YCC, and its employees or agents, Worker's Compensation contributions, federal and state withholding, unemployment compensation contributions and social security tax

5

withholding, etc. YCC agrees to report and pay any contributions for taxes, unemployment insurance, Social Security and other benefits.

10. Integrated Document. This Agreement embodies the entire agreement between City and YCC for the scope of services and the terms and conditions. No verbal agreements or

conversations with any officer, agent, or employee of City prior to the execution of this Agreement shall affect or modify any of the terms or obligations contained in any documents

comprising this Agreement. Any such verbal agreement shall be considered as unofficial information and in no way binding upon City.

11. Compliance with Laws. YCC shall comply with all laws, ordinances, regulations, rules, etc., of the federal, state, and local governments in connection with the performance of this Agreement.

12. Furnishing of W-9. Payment under this Agreement is contingent upon YCC furnishing City with a completed W-9 IRS tax form, which shall be attached hereto and incorporated herein. YCC shall cooperate with City in furnishing any additional information City may need to comply with rules and regulations of the Internal Revenue Service.

13. Employment Status Verification. YCC shall register and participate in the Status Verification System and comply with the Utah Immigration Accountability and Enforcement Act, Utah Code Ann. Section 63G-12-302.

14. Severability of Provisions. If any provisions of this Agreement are held invalid, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law.

15. Modifications. No oral modifications or amendments to this Agreement shall be effective, but this Agreement may be modified or amended by written agreement.

16. Governing Law. This Agreement, its terms and conditions, shall be governed by Utah law.

6

IN WITNESS WHEREOF, the parties hereto execute the foregoing instrument as of the day and year first above written.

YCC FAMILY CRISIS CENTER

By \_\_\_\_\_

Margaret Rose, Executive Director

OGDEN CITY CORPORATION

By \_\_\_\_\_

Ben Nadolski, Mayor

ATTEST:

\_\_\_\_\_

Ogden City Recorder

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Mara Brown (Feb 15, 2024 14:35 MST)

CAO

Feb 15, 2024