



**RIVERDALE CITY RDA BOARD**  
CIVIC CENTER - 4600 S. WEBER RIVER DR.  
**Tuesday, July 15, 2025**

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**Board Meeting** (Time approximate following City Council meeting which starts at 6:00 p.m.)

**A. Welcome & Roll Call**

**B. Public Comment**

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

**C. Presentations & Reports**

**D. Consent Items**

1. Consideration to approve meeting minutes from:

[June 3, 2025 RDA Board Meeting and Work Session](#)

**E. Action Items**

1. [Consideration of Resolution #R2025-05 approving a Letter of Concurrence and Match Agreement with the Wasatch Front Regional Council.](#)
2. Consideration to adjourn into a closed session pursuant to UCA 52-4-205 (d) and (e), to discuss the sale or purchase of real property.

**F. Comments**

**G. 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 X 1232 at least 48 hours in advance of the meeting. The Public is invited to attend RDA Meetings.

**Certificate of Posting**

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted on this 11<sup>th</sup> day of July at the following places: 1) the Riverdale City Hall Noticing Board, 2) the Riverdale City Website at <http://www.riverdalecity.com/>, 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html>

Michelle Marigoni  
Riverdale City Recorder



Minutes of the Work Session of the Riverdale City RDA (Redevelopment Agency) held Tuesday, June 3, 2025, held after the Regular City Council Work Session, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:** Board Members: Braden Mitchell, RDA Chairman  
Alan Arnold  
Bart Stevens  
Anne Hansen  
Michael Richter  
Stacey Haws

City Employees: Steve Brooks, RDA Executive Director  
Brandon Cooper, RDA Deputy Executive Director  
Casey Warren, Police Chief  
Shawn Douglas, Public Works Director  
Matthew Hennessy, Fire Chief  
Rich Taylor, Community Development Director  
Michelle Marigoni, Agency Secretary

Excused:

Visitors:

**A. Welcome & Roll Call**

The RDA Board work session began at 5:54 p.m. Mr. Mitchell called the meeting to order and welcomed all in attendance and stated for the record that all board members were present.

**B. Public Comment**

**C. Presentations and Reports**

**D. Consent Items**

1. Consideration to approve meeting minutes from May 20, 2025 RDA Board Meetings and Work Sessions.

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

**E. Action Items**

1. Public hearing to receive and consider comments regarding adoption of the final Riverdale RDA Budget for fiscal year 2026 (2025-2026) and amending of the final Riverdale RDA Budget for fiscal year 2025 (2024-2025).
2. Consideration of Resolution R2025-03 amending the Riverdale RDA Budget for Fiscal Year 2025
3. Consideration of Resolution R2025-04 adopting the Riverdale RDA Budget for Fiscal Year 2026

**F. Comments**

**G. Adjournment**

**MOTION:** Having no further business to discuss the work session was adjourned at 6:01 p.m.



Date Approved:

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DRAFT



Minutes of the Regular Meeting of the Riverdale City RDA (Redevelopment Agency) held Tuesday, June 3, 2025, held immediately following the Regular City Council Meeting at 6:00 pm, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

Board Members:	Braden Mitchell, RDA Chairman Alan Arnold Bart Stevens Anne Hansen Michael Richter Stacey Haws
City Employees:	Steve Brooks, RDA Executive Director Brandon Cooper, RDA Deputy Executive Director Casey Warren, Police Chief Matthew Hennessy, Fire Chief Cody Cardon, Business Administrator Shawn Douglas, Public Rich Taylor Michelle Marigoni, Agency Secretary

Excused:

Visitors:

**A. Welcome & Roll Call**

The RDA Board meeting began at 7:13 p.m. Mr. Mitchell called the meeting to order and welcomed all in attendance and stated for the record that all board members were present.

**B. Public Comment**

**C. Presentations and Reports**

**D. Consent Items**

1. Consideration to approve meeting minutes from May 20, 2025 RDA Board Meetings and Work Sessions.

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

**MOTION:** Board member Arnold moved to approve the meeting minutes. Board member Hansen seconded the motion. There was not any discussion regarding this motion, which passed unanimously.

**E. Action Items**

1. **Public hearing to receive and consider comments regarding adoption of the final Riverdale RDA Budget for fiscal year 2026 (2025-2026) and amending of the final Riverdale RDA Budget for fiscal year 2025 (2024-2025).**

**Motion:** Board member Arnold moved to open the public hearing

**Second:** Board member Richter

Board Member Haws	Yes
Board Member Richter	Yes
Board Member Stevens	Yes
Board Member Hansen	Yes
Board Member Arnold	Yes



**Open @ 7:14**

**Public Comment:** None

**Motion:** Board member Arnold moved to close the public hearing

**Second:** Board member Richter

Board member Hansen	Yes
Board member Stevens	Yes
Board member Richter	Yes
Board member Haws	Yes
Board member Arnold	Yes

Closed @ 7:15

**2. Consideration of Resolution R2025-03 amending the Riverdale RDA Budget for Fiscal Year 2025**

**Motion:** Board member Arnold moved to approve **R2025-03 amending the Riverdale RDA Budget for Fiscal Year 2025**

**Second:** Board member Stevens

Board member Richter	Yes
Board member Haws	Yes
Board member Arnold	Yes
Board member Hansen	Yes
Board member Stevens	Yes

**3. Consideration of Resolution R2025-04 adopting the Riverdale RDA Budget for Fiscal Year 2026**

**Motion:** Board member Arnold moved to approve

**Second:** Board member Richter

Board member Arnold	Yes
Board member Hansen	Yes
Board member Stevens	Yes
Board member Richter	Yes
Board member Haws	Yes

**Comments**

**Adjournment**

**MOTION:** Having no further business to discuss, Board member Arnold made a motion to adjourn. The motion was seconded by Board member Haws all voted in favor. The meeting was adjourned at 7:16 p.m.

**Date Approved:**



**Body:** Redevelopment Agency

**Topic:** Approval of Letter of Concurrence and Match Agreement – WFRC  
**StringTown Master Planning**

**Department:** Community Development

**Director:** Brandon Cooper

**Staff/Presenter:** Brandon Cooper

**Contact:** [bcooper@riverdalecity.com](mailto:bcooper@riverdalecity.com)

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## **Executive Summary**

Riverdale City has been awarded a **\$200,000 grant** through the **Wasatch Front Regional Council's (WFRC) Transportation and Land Use Connection (TLC) Program** to support the development of the **StringTown Master Plan**. This planning effort is a critical component of Riverdale's long-term vision to enhance land use, mobility, and redevelopment opportunities along the StringTown corridor.

The total project budget is **\$260,000**, which includes a required **local cash match of \$60,000** from Riverdale City. The attached **Letter of Concurrence and Match Agreement** formalizes the terms of the funding, roles and responsibilities, and deliverables for the project.

Key deliverables of the StringTown Master Plan will include:

- Existing conditions and market analysis
- Transportation and environmental/wetlands studies
- Zoning recommendations, design guidelines, and a funding strategy
- Phasing and implementation plan

As outlined in the agreement, Riverdale City agrees to actively coordinate with WFRC throughout the project, support public outreach and project adoption, and work within the agreed consultant selection process.

## **Requested Timeline:**

City Council Meeting – July 15, 2025



**Fiscal Impact:**

In anticipation of this grant, funding was set aside and approved in the FY2026 RDA Budget.

**Potential Actions:**

Staff respectfully requests **approval of the attached Letter of Concurrence and Match Agreement** with WFRC and authorization of the Executive Director to sign the agreement on behalf of the Riverdale City Redevelopment Agency.

**Attachments:**

Letter of Concurrence

Award Letter

Resolution





Dawn Ramsey, Chair  
Mayor, South Jordan

Bob Stevenson, Vice Chair  
Commissioner, Davis County

Dirk Burton  
Mayor, West Jordan

Robert Dandoy  
Mayor, Roy

Gage Froerer  
Commissioner, Weber County

Jim Harvey  
Commissioner, Weber County

Erin Mendenhall  
Mayor, Salt Lake City

Ben Nadolski  
Mayor, Ogden

Mike Newton  
Commissioner, Morgan County

Kristie Oveson  
Mayor, Taylorsville

Lee Perry  
Commissioner, Box Elder County

Joy Petro  
Mayor, Layton

Mark Shepherd  
Mayor, Clearfield

Jeff Silvestrini  
Mayor, Millcreek

Brandon Stanger  
Mayor, Clinton

Scott Wardle  
Councilmember, Tooele County

Jenny Wilson  
Mayor, Salt Lake County

Aimee Winder Newton  
Councilmember, Salt Lake County

Monica Zoltanski  
Mayor, Sandy

Senator Wayne Harper  
Utah State Senate

Representative Ariel Defay  
Utah House of Representatives

Carlton Christensen  
Utah Transit Authority

Carlos Braceras  
Utah Department of Transportation

Troy Walker  
Utah League of Cities and Towns

Lorene Kamalu  
Utah Association of Counties

Ari Bruening  
Envision Utah

Laura Hanson  
State Planning Coordinator

Andrew Gruber  
WFRC Executive Director



March 14, 2025

Dear Brandon Cooper:

The Transportation and Land Use Connection program partners would like to thank you for your application. We are pleased to inform you that your project will receive funding in the 2025 award year.

The Riverdale **Stringtown Master Plan** will receive an award of **\$200,000** contingent upon a local match of **\$60,000** for a total project budget of **\$260,000**. The next step in the process is to sign a Letter of Concurrence, which will be sent to you by your WFRC project managers, Christy Dahlberg ([christy@wfrc.org](mailto:christy@wfrc.org)). An invoice for the local match will then be sent. Please let me know if you have any questions.

Your project manager will guide you through scoping and procurement of this effort, and support you throughout the project's duration. We are pleased to be able to partner with your community, and we look forward to seeing this project through to success.

Congratulations,

**Megan Padjen**  
Community and Economic Development Director  
Wasatch Front Regional Council  
[\(801\) 404-8925](tel:(801)404-8925)

#### TLC PARTNERS:







## LETTER OF CONCURRENCE AND MATCH AGREEMENT

This Letter of Concurrence represents a formal agreement between the Wasatch Front Regional Council and Riverdale City for the information below, consistent with the application submitted by Riverdale City to WFRC for assistance through Transportation and Land Use Connection.

### PROJECT INFORMATION

Project Title: Stringtown Master Plan

Project Manager: Brandon Cooper

City Address: 4600 South Weber River Drive, Riverdale, Utah 84405

Manager Email: bcooper@riverdalecity.com

Manager Phone: 801-389-0183

### LOCAL GOVERNMENT MATCH AGREEMENT

Cash Amount: \$60,000

*Note: There is a minimum expectation that local government representatives are responsive to WFRC staff, participate and help to coordinate all project meetings, fulfill local government obligations in consultant advertisement and selection, accomplish necessary public noticing, and guide the project to a product that is to awarded community's satisfaction within scope limits, and ultimately support the adoption process if eligible.*

### TRANSPORTATION AND LAND USE CONNECTION RESOURCES

Financial Contributions: \$200,000

Consultant Budget Total: \$260,000

### GENERAL TIMELINE

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

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

### DELIVERABLES

The StringTown Master Plan will include an existing conditions report, market study, environmental/wetlands study, gap analysis, transportation recommendations, phasing/implementation plan, funding strategy, design guidelines, site layout & design, and new zoning recommendations.

*As part of this agreement, it is understood that the governing body of the City of Riverdale will in earnest consider the final work products for adoption. The City of Riverdale will work with the Wasatch Front Regional Council on all matters of procurement; any consultant services procured independently by the City of Riverdale will not be eligible for reimbursement of project funding.*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor Mitchell



**RESOLUTION NO. RDA 2025-05**

**A RESOLUTION OF THE RIVERDALE CITY REDEVELOPMENT AGENCY BOARD  
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A LETTER OF  
CONCURRENCE AND MATCH AGREEMENT WITH THE WASATCH FRONT  
REGIONAL COUNCIL FOR THE STRINGTOWN MASTER PLAN**

**RECITALS**

**WHEREAS**, the Riverdale City Redevelopment Agency (the “**Agency**”) is a separate public body corporate and politic, duly and regularly created, established, organized and existing under and by virtue of the Constitution and laws of the State of Utah; and

**WHEREAS**, the Wasatch Front Regional Council (“**WFRC**”) is an Association of Governments organized under the Interlocal Cooperation Act of Utah State Law, to discuss and study community challenges of mutual interest and concern. It also serves as the Metropolitan Planning Organization for the Salt Lake and Ogden-Layton Urban Areas.; and

**WHEREAS**, the Agency has applied for and been awarded an assistance grant for the StringTown Master Plan through the WFRC Transportation and Land Use Connection program, with a total consultant budget of \$260,000, including a local government cash match of \$60,000 and WFRC financial contributions of \$200,000; and

**WHEREAS**, the StringTown Master Plan will include, at the least, an existing conditions report, market study, environmental/wetlands study, gap analysis, transportation recommendations, phasing/implementation plan, funding strategy, design guidelines, site layout and design, and new zoning recommendations for the contemplated StringTown District project (the “**Project**”); and

**WHEREAS**, the execution of the Letter of Concurrence and Match Agreement with the WFRC will facilitate collaboration, secure funding, and advance the development of the Project; and

**WHEREAS**, the Agency deems it in the best interest of the City and its residents to authorize the Executive Director to execute said Letter of Concurrence and Match Agreement.

**NOW, THEREFORE**, it is hereby resolved by the Riverdale City Redevelopment Agency as follows:

**SECTION 1. Authorization.** The Executive Director of the Riverdale City Redevelopment Agency is hereby authorized and directed to execute the Letter of Concurrence and Match Agreement with the Wasatch Front Regional Council for the StringTown Master Plan, in substantially the same form as presented to the Agency.



SECTION 2. Commitment to Process. The Agency agrees to fulfill its obligations as outlined in the Letter of Concurrence, including responsiveness to WFRC staff, participation in project meetings, coordination of consultant selection, public noticing, and supporting the adoption process of the final work products, as eligible.

SECTION 3. Effective Date. This Resolution shall take effect immediately upon its adoption by the Agency.

**APPROVED AND ADOPTED** the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**RIVERDALE CITY REDEVELOPMENT  
AGENCY**

\_\_\_\_\_  
Executive Director

**Attest:** \_\_\_\_\_  
Agency Secretary