



7505 S Holden Street
Midvale, UT 84047
801-567-7200
Midvale.Utah.gov

MIDVALE CITY COUNCIL REGULAR MEETING

AGENDA

July 15, 2025

****AMENDED****

Public Notice Is Hereby Given that the **Midvale City Council** will hold a regular meeting on **July 15, 2025** at Midvale City Hall, 7505 South Holden Street, Midvale, Utah as follows:

Electronic & In-Person City Council Meeting

This meeting will be held electronically and in-person. **Public comments may be submitted electronically to the City Council at Midvale.Utah.gov/PublicComment by 5:00 p.m. on July 14, 2025.**

The meeting will be broadcast on **You-Tube (Midvale.Utah.gov/YouTube)**

6:00 p.m. – WORKSHOP

- Discussion on a development agreement for 7001 S 900 E Zone Map Amendment **[Adam Olsen, Community Development Director]**
- Discuss Code Enforcement Timing and Procedures **[Adam Olsen, Community Development Director]**

7:00 p.m. - REGULAR MEETING

I. GENERAL BUSINESS

- A. WELCOME AND PLEDGE OF ALLEGIANCE
- B. ROLL CALL
- C. Unified Fire Authority Report **[Chief Nathan Kay]**

II. PUBLIC COMMENTS

Any person wishing to comment on any item not otherwise scheduled for a public hearing on the agenda may address the City Council at this point by stepping to the microphone and giving their name for the record. **Comments should be limited to not more than three (3) minutes unless additional time is authorized by the City Council.** Citizen groups will be asked to appoint a spokesperson. This is the time and place for any person who wishes to comment on issues not scheduled for public hearing. Items brought forward to the attention of the City Council will be turned over to staff to provide a response outside of the City Council meeting.

III. COUNCIL REPORTS

- A. Council Member Bonnie Billings
- B. Council Member Paul Glover
- C. Council Member Heidi Robinson
- D. Council Member Bryant Brown
- E. Council Member Denece Mikolash

IV. MAYOR REPORT

- A. Mayor Dustin Gettel

V. CITY MANAGER REPORT

A. Matt Dahl

VI. PUBLIC HEARING

A. Public Hearing to Consider Declaring a Portion of Cy's Road as Surplus Real Property and Authorizing the Transfer of the Real Property by Quit Claim Deed with a Reservation of Rights to Sandy ***[Glen Kennedy, Public Works Director]***

ACTION: Approve Resolution No. 2025-R-42 Declaring a Portion of Cy's Road as Surplus Real Property and Authorizing the Transfer of the Real Property by Quit Claim Deed with a Reservation of Rights to Sandy

VII. CONSENT

A. Consider Minutes of June 17, 2025 ***[Rori Andreason, H.R. Director/City Recorder]***

VIII. ACTION ITEMS

A. Consider **Resolution No. 2025-R-44** Authorizing the Mayor to Sign a statement of work with Naviant, LLC for a Community Development Software ***[Adam Olsen, Community Development Director]***

IX. POSSIBLE CLOSED SESSION

The City Council may, by motion, enter into a Closed Session for:

- A. Discussion of the Character, Professional Competence or Physical or Mental Health of an Individual;
- B. Strategy sessions to discuss pending or reasonably imminent litigation;
- C. Strategy sessions to discuss the purchase, exchange, or lease of real property;
- D. Discussion regarding deployment of security personnel, devices, or systems; and
- E. Investigative proceedings regarding allegations of criminal misconduct.

X. ADJOURN

In accordance with the Americans with Disabilities Act, Midvale City will make reasonable accommodations for participation in the meeting. Request assistance by contacting the City Recorder at 801-567-7207, providing at least three working days advance notice of the meeting. TTY 711

The agenda was posted in the City Hall Lobby, on the City's website at [Midvale.Utah.gov](https://midvale.utah.gov) and the State Public Notice Website at pmn.utah.gov. Council Members may participate in the meeting via electronic communications. Council Members' participation via electronic communication will be broadcast and amplified so other Council Members and all other persons present in the Council Chambers will be able to hear or see the communication.

Date Posted: July 14, 2025

**Rori L. Andreason, MMC
H.R. Director/City Recorder**



MIDVALE CITY COUNCIL SUMMARY REPORT

July 15th, 2025

SUBJECT: Public Hearing to consider Resolution No. 2025-R-42, Declaring A Portion of Cy's Road Surplus Real Property and Authorizing the Transfer of the Real Property By Quit Claim Deed with a Reservation of Rights to Sandy City

SUBMITTED BY: Glen Kennedy, Public Works Director

SUMMARY: City Staff have been made aware of a parcel of land located within Sandy City (Sandy) limits that is owned by Midvale City (City) It is presumed that Midvale acquired this parcel when it constructed its water storage tanks in Sandy.

The parcel is approximately 1.32 acres of Cy's Road, which, as already stated, is in Sandy. The property has been assumed to be, and treated as, Public Right of Way (PROW) by Sandy historically – meaning regularly maintained as a normal roadway by Sandy including street signage, plowing, asphalt treatments etc.

The property is of no value to Midvale and is not necessary or contributing to any project needs. In addition, the property is outside of Midvale's boundaries and requires maintenance that could burden the City and its residents financially, Midvale staff have worked with Sandy staff to create a quit claim deed for Midvale to dedicate the property to Sandy as PROW, ridding Midvale of the liabilities associated with ownership.

There is a reservation of rights for Midvale to operate and maintain waterlines that run under Cy's road as they have historically, and do in many other areas of Sandy.

ATTACHMENTS:

Resolution No. 2025-R-42
Quit Claim Deed
Map Showing the Parcel on Cy's Road to be Conveyed

MIDVALE CITY, UTAH

**A RESOLUTION DECLARING A PORTION OF CY'S ROAD SURPLUS REAL PROPERTY AND
AUTHORIZING THE TRANSFER OF THE REAL PROPERTY BY QUIT CLAIM DEED WITH A
RESERVATION OF RIGHTS TO SANDY CITY**

WHEREAS, Midvale City is the owner of a certain parcel of real property consisting of approximately 1.32 acres of Cy's Road located within Sandy City; and

WHEREAS, under Utah Code Ann. § 10-8-2 Midvale City may dispose of real property for the benefit of the municipality; and

WHEREAS, Midvale City has determined the same real property as surplus property under Midvale Municipal Code 3.03.020 as the property is no longer necessary to current project needs and is undesirable for retention by the City; and

WHEREAS, the real property is considered a significant parcel of real property per Midvale Municipal Code 3.03.030 as the City has owned the property for more than one year and it exceeds one acre; and

WHEREAS, the real property is a public right of way outside of the Midvale City boundaries which requires maintenance, burdens Midvale City fiscally, does not provide any benefits to City residents or visitors, and has no financial value due to its use as a public right of way; and

WHEREAS, it has been determined that the real property represents a negative value to Midvale City, and it is in the interests of the City and the public to dispose of said real property; and

WHEREAS, Sandy City, a Utah municipal corporation, desires to acquire and maintain the real property for the benefit of its residents; and

WHEREAS, Midvale City is willing to convey and dedicate the real property to Sandy City as a public right of way by quit claim deed and retain ownership of its waterline that runs beneath the real property; and

WHEREAS, the quit claim deed has been reviewed by Midvale City and Sandy City and is attached as Attachment 1; and

WHEREAS, Midvale City has provided notice of a public hearing and provided an opportunity for public comment on disposal of the surplus real property in accordance with Utah Code Ann. § 10-8-2(4) and Midvale Municipal Code 3.03.040.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MIDVALE, UTAH:

1. Based on the findings provided in the recitals, the Midvale City Council hereby declares the real property, whose legal description is provided in Exhibit A of Attachment 1, as surplus property. The City waterline laying beneath said real property is not declared as surplus property and may not be conveyed.

2. The Midvale City Council authorizes the Mayor to execute and deliver a quit claim deed substantially in the form of Attachment 1 to Sandy City.
3. The Midvale City Council further authorizes the Mayor and City Staff to take any additional actions necessary to convey the real property surplused by this Resolution to Sandy City.

PASSED AND APPROVED this 15th day of July, 2025.

By: _____
Dustin Gettel
Mayor

[SEAL]

Bonnie Billings	Yea	___	Nay	___
Paul Glover	Yea	___	Nay	___
Heidi Robinson	Yea	___	Nay	___
Bryant Brown	Yea	___	Nay	___
Denece Mikolash	Yea	___	Nay	___

ATTEST:

Rori Andreason
City Recorder

WHEN RECORDED, MAIL TO:
Sandy City Recorder's Office
10000 Centennial Parkway
Sandy, Utah 84070

Quit Claim Deed with a Reservation of Rights

Salt Lake County

Tax ID No. 28-05-103-042

MIDVALE CITY, a municipal corporation of the State of Utah, Grantor, at 7505 South Holden Street, Midvale, Utah 84047, hereby QUIT CLAIMS, while reserving ownership of Grantor's existing waterline, to **SANDY CITY CORPORATION, a Utah municipal corporation**, Grantee, at 10000 South Centennial Parkway, Sandy, Utah 84070, for the sum of **TEN (\$10.00) Dollars**, and other good and valuable considerations, the following described parcel of land in Salt Lake County, State of Utah, to-wit:

SEE EXHIBIT "A"

The purpose of this Quit Claim Deed is to dedicate and convey the described property to Sandy City for public right of way and utility purposes. The described property shall become a part of Cy's Road, a public street in Sandy City, Utah, provided that Midvale City shall retain ownership to its existing waterline, which runs within the described property.

Continued on Page 2

ACKNOWLEDGEMENT

IN WITNESS WHEREOF, said **MIDVALE CITY, a municipal corporation of the State of Utah**, has caused this instrument to be executed, this _____ day of June, A.D. 2025, by its proper officers thereunto duly authorized.

STATE OF UTAH)	Midvale City, a
) ss.	municipal corporation of the State of Utah
COUNT OF SALT LAKE)	

Dustin Gettel, Mayor

On this _____ day of June, in the year 2025, before me personally appeared Dustin Gettel, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me being duly sworn/affirmed, did say that he is the Mayor of **MIDVALE CITY, a municipal corporation of the State of Utah**, and that said document was signed by him on behalf of said municipal corporation by Authority of the Utah and Midvale Municipal Codes as evidenced by Resolution No. 2025-R-_____.

Notary Public

EXHIBIT "A"

A parcel of land situate in the Northwest Quarter of Section 5, Township 3 South, Range 1 East, Salt Lake Base & Meridian, in Salt Lake County, State of Utah. The boundaries of said parcel of land are described as follows:

Beginning at the Southwesterly Corner of Lot 69 as shown on COUNTRY ESTATES NO. 4 recorded as Entry No. 2440168 in Book KK at Page 91 in the Office of the Salt Lake County Recorder, said point is 1318.80 feet S.89°59'01"E. along the section line and 1504.79 feet South from the Northwest Corner of said Section 5; and running thence along the southerly boundary line of said COUNTRY ESTATES NO. 4 and it's extension S.76°53'30"E. 565.33 feet to a point in the westerly boundary line of a property described in Quit Claim Deed in favor of CY VILLAGE, LLC recorded as Entry No. 14367729 in Book 11561 at Page 9569 in the Office of the Salt Lake County Recorder; thence along said westerly boundary line S.19°20'20"W. 9.69 feet to the Southwesterly Corner of said described property in favor of CY VILLAGE, LLC; thence along the southerly boundary line of said described property S.76°15'23"E. 172.35 feet to the Southwesterly Corner of a property described in Warranty Deed in favor of SANDY CITY recorded as Entry No. 4284773 in Book 5795 at Page 815 in the Office of the Salt Lake County Recorder; thence along the southerly boundary line of said described property S.76°15'23"E. 173.75 feet to a point in a westerly boundary line of SCHNEITER SUBDIVISION NO. 3 recorded as Entry No. 11526728 in Book 2012P at Page 197 in the Office of the Salt Lake County Recorder; thence along said westerly boundary line S.13°31'42"W. 30.00 feet to a point in the northerly boundary line of property described in Warranty Deed in favor of SANDY CITY recorded as Entry No. 3018535 in Book 4573 at Page 1180 in the Office of the Salt Lake County Recorder; thence along said northerly boundary line N.76°28'18"W. 62.16 feet to the Northwesterly Corner of said described property in favor of SANDY CITY; thence along the westerly boundary line of said described S.13°31'42"W. 30.00 feet to a point on a northerly line of said SCHNEITER SUBDIVISION NO. 3; thence along the northerly boundary line of said SCHNEITER SUBDIVISION NO. 3 N.76°28'18"W. 834.24 feet to the Northwesterly Corner of said SCHNEITER SUBDIVISION NO. 3; thence along the extension of the westerly boundary line of said SCHNEITER SUBDIVISION NO. 3 N.00°02'06"E. 55.72 feet to a point in a southerly boundary line of property described in Warranty Deed in favor of CY MEADOW, LLC recorded as Entry No. 14252129 in Book 11497 at Page 8172 in the Office of the Salt Lake County Recorder; thence along said southerly boundary line S.76°35'41"E. 1.71 feet to the Southeasterly Corner of said described property in favor of CY MEADOW, LLC; thence along the easterly boundary line of said described property N.01°18'30"E. 12.90 feet to the point of beginning.

The above-described parcel of land contains 57,567 square feet or 1.32 acres in area, more or less.

Prepared by: (SSB) Meridian Engineering, Inc. (05/08/2025)

PUBLIC ENTITY AFFIDAVIT

I, Monica Zoltanski, being of legal age and authorized by the ordinances of Sandy City, a municipal corporation, hereafter "Sandy City," being first duly sworn, depose and state as follows:

Sandy City hereby consents to the conveyance of real property by deed to which this affidavit is attached from Midvale City. By signing this Public Entity Affidavit, Sandy City accepts ownership of the real property described in the attached legal description.

Sandy City does not guarantee or provide an opinion as to the proper form or validity of any conveyance document related to the real property described in the attached legal description.

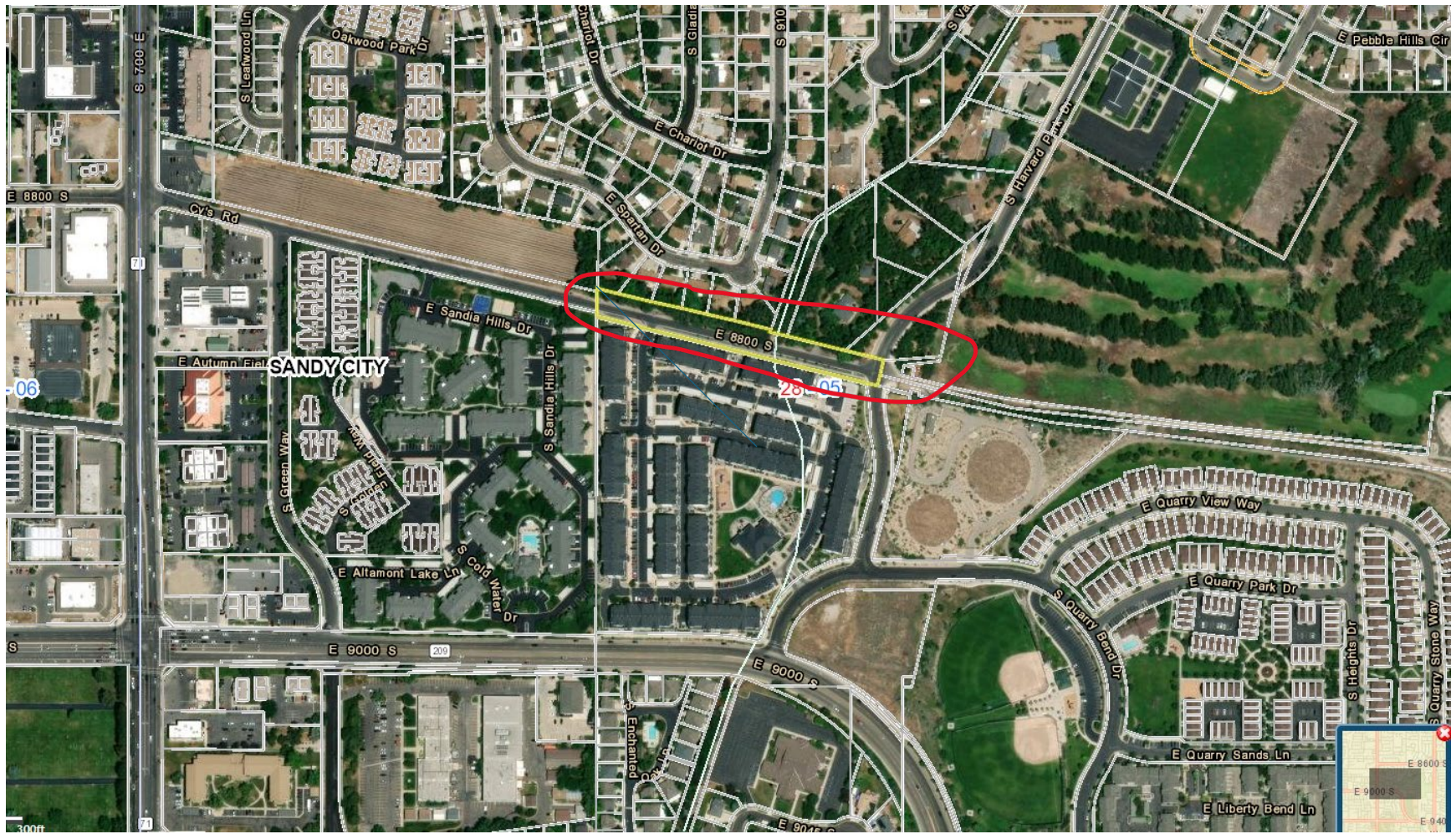
This Public Entity Affidavit is intended only to evidence that Sandy City consents to Midvale City conveying to Sandy City the real property described in the legal description to which this Public Entity Affidavit is attached.

STATE OF UTAH)	Sandy City, a
) ss.	municipal corporation of the State of Utah
COUNTY OF SALT LAKE)	

Signature

Print Name and Title

On this _____ day of _____, in the year 20_____, before me personally appeared Monica Zoltanski, whose identity is personally known to me (or proven on the basis of satisfactory evidence) and who by me being duly sworn/affirmed, did say that she is the Mayor of **SANDY CITY, a municipal corporation of the State of Utah**, and that said document was signed by her on behalf of said municipal corporation.





CITY COUNCIL MEETING
Minutes
Tuesday June 17, 2025

Council Chambers
7505 South Holden Street
Midvale, Utah 84047

MAYOR: Mayor Dustin Gettel

COUNCIL MEMBERS: Council Member Paul Glover
Council Member Bonnie Billings
Council Member Denece Mikolash
Council Member Bryant Brown
Council Member Heidi Robinson

STAFF: Matt Dahl, City Manager; Rori Andreason, HR Director/City Recorder; Garrett Wilcox, City Attorney; Glen Kennedy, Public Works Director; Nate Rockwood, Assistant City Manager; Mariah Hill, Administrative Services Director; Adam Olsen, Community Development Director; Wendelin Knobloch, Planning Director; Elizabeth Arnold, Senior Planner; Jonathan Anderson, Planner II; Taj Carson, Legal Intern; Laura Magness, Communications Director; Chief Jason Mazuran, UPD; Lt. Ken Malone, UPD; and Matt Pierce, IT Director.

6:00 p.m. – WORKSHOP

- Discuss Designating Midvale City as A Bolder Way Forward City [***Mariah Hill, Administrative Services Director***]

Mariah Hill introduced A Bolder Way Forward which was presented at the Utah Women Leading Government conference. Midvale will be the first city to be A Bolder Way Forward partner.

Deborah Lin said Dr. Susan Madsen has decided to focus on Utah. This is a statewide movement, they have coalitions in every county.

The graphic features a stylized orange outline of the state of Utah. Inside the outline, the text "A BOLDER WAY FORWARD" is written in large, bold, white capital letters, and "FOR UTAH" is written in smaller, white capital letters below it. An orange arrow points to the right, positioned above the word "FORWARD".

A BOLDER WAY FORWARD FOR UTAH

Introduction

- National and statewide studies continue to show that women and girls in Utah are not thriving in critical areas.
- Year after year, Utah continues to have high levels of domestic violence, sexual assault, child sexual abuse, and gender-based discrimination, while also ranking as the worst state for women's equality and having low levels of women's leadership representation in nearly all domains.
- Although the needle has moved slightly in a few areas, with its current trajectory it will take three to four decades to make notable progress.
- It is time for Utah to embrace **A Bolder Way Forward (BWF)**.
When we lift Utah girls and women, we lift all Utahns!



Bold Change

- If we are serious about ensuring that Utah women and girls thrive, we need to create change by 2030, with a check point in 2026.
- This includes a shift from *outputs* to *outcomes*.
- **Inspiration:** Crutchfield, L. R. (2018). *How Change Happens: Why Some Social Movements Succeed While Others Don't*. Wiley.



Gay
Marriage



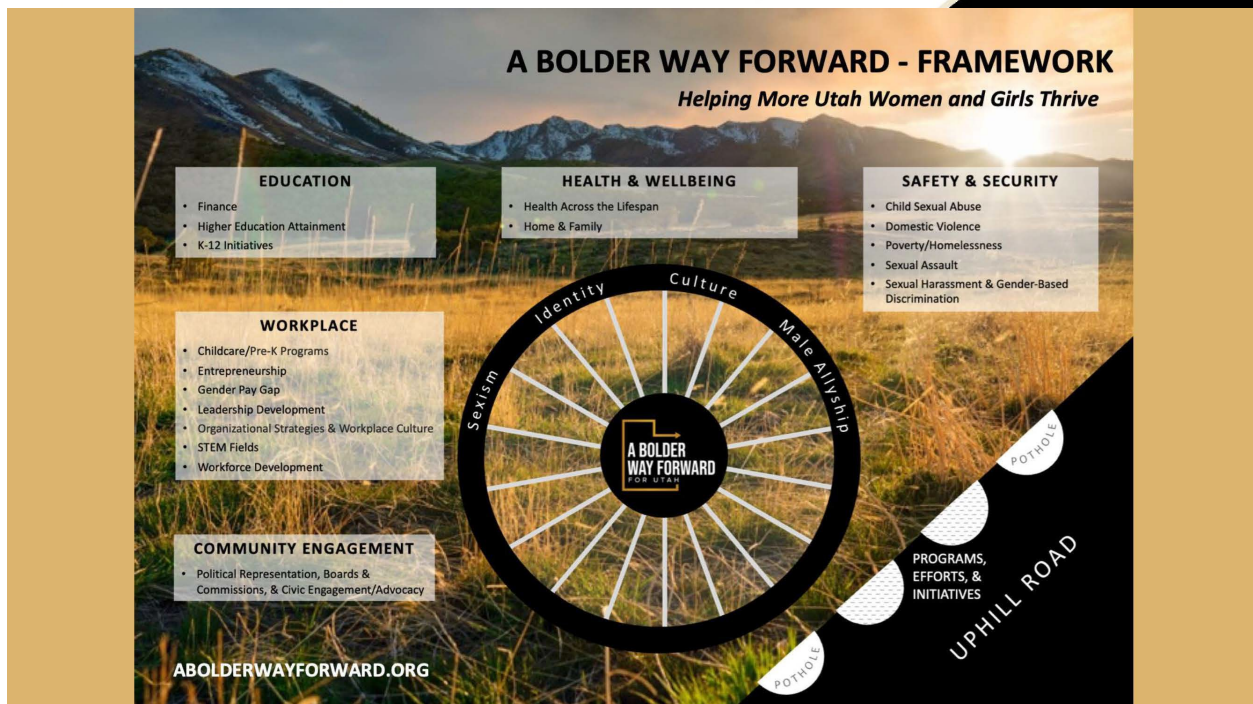
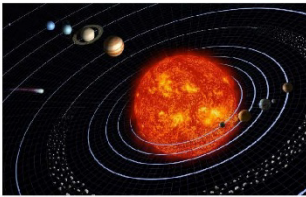
Systems Thinking

“The whole is greater than the sum of the parts.”

Systems are made of interrelated, interdependent parts, but they cannot be understood as a function of isolated components.

The relationships between the parts is critical—this is the key to more boldly advancing a common cause.

We are great at parts—but now we need to move together as a system (networked leadership).



Conclusion

- Utah must do better to ensure everyone thrives.
- Our vision is not to lift girls and women at the expense of boys and men—that is the ***scarcity mentality***. Instead, we believe that there is enough for everyone through cooperation and collaboration—the ***abundance mentality***.
- When we strengthen the impact of Utah girls and women, we can strengthen everyone!



Backbone Organization

The **Utah Women & Leadership Project (UWLP)** at Utah State University is the *backbone organization* for this movement with a mission of strengthening the impact of Utah girls and women. Areas of focus:

1. Producing relevant, trustworthy, and applicable research;
2. Creating and gathering valuable resources; and
3. Convening trainings and events that inform, inspire, and ignite growth and change for all Utahns.

The **UWLP is housed** with Dr. Susan R. Madsen as part of her faculty research and societal impact work at the Huntsman School of Business within Utah State University (designated as a 501(c)(3)). The primary base of support and coordination for a BWF is the UWLP.



“

Every society has its protectors of status quo and its fraternities of the indifferent who are notorious for sleeping through revolutions. Today, our very survival depends on our ability to stay awake, to adjust to new ideas, to remain vigilant and to face the challenge of change.

— Martin Luther King Jr.

”



- Commercial Vehicle Parking Policy **[Erinn Summers, Project & Policy Manager]**

Erinn Summers discussed a proposed commercial truck parking policy for the city. Most cities have parking policies. Midvale has an overnight parking policy; however, there are some issues during the day that have not been addressed such as visibility, traffic congestion, pedestrian and bicycle traffic safety. Such parked vehicles can impede

sightlines and contribute to the severity of collisions. What defines an oversize truck? 10.16.150 refers to the overnight parking of certain vehicles. The next piece is defining parking. Having an exception of loading and unloading. (Policy Scope and Applicability) Options were discussed and will be discussed at a future council meeting.

Commercial Truck Parking Policy

Background

Midvale City staff drafting policy options to regulate or limit the parking of commercial trucks and semi-trucks, particularly along busy roads and near residential areas. Concerns have arisen about the safety, visibility, and traffic impacts of trucks parked for extended periods of time on public streets. The goal is to identify enforceable, equitable, and safety-forward options that balance public interest and operational needs.

Tragically, on March 22, a 16-year-old resident of Midvale died after colliding with a semi-truck parked along Fort Union Boulevard, one of Midvale's main throughways. Had the truck not been parked there, the accident might not have been fatal. This event underscores the public safety implications of allowing trucks to park in high-traffic areas—especially where visibility is limited, traffic congestion is common, and pedestrian or bicycle traffic is present. Such parked vehicles can impede sightlines and contribute to the severity of collisions.

Current Practices in Surrounding Cities

Several neighboring jurisdictions in Salt Lake County have implemented commercial vehicle parking restrictions, particularly near residential areas or on public rights-of-way. Common elements include time-based restrictions, weight classifications, exceptions for active loading/unloading, and definitions for commercial/agricultural equipment.

Salt Lake County (11.20.060), Millcreek, Holladay, Magna, White City: Prohibit commercial/agricultural trucks and trailers from parking on public streets adjacent to residential lots or within residential subdivisions for more than 3 consecutive hours.

West Valley City (22-2-116): Prohibits most commercial trailers, farm/construction equipment, and recreational vehicles from being left on public streets at any time unless actively loading/unloading. Commercial vehicles over 14,000 lbs. GVWR are restricted, with a few specific exemptions.

West Jordan (7-4-2): Prohibits truck, trailer, or semi-truck parking on public streets unless actively loading/unloading. Defines "parked" as more than 3 minutes idle.

Salt Lake City (12.56.465): Bans parking of restricted vehicles (defined by type, use, and weight) on city streets except for loading/unloading or along designated truck routes. Prohibits parking of such vehicles in residential zones unless allowed by

conditional use.

Policy Considerations for Midvale City

The Council may wish to consider the following options when giving policy direction:

Policy Scope and Applicability:

- Define truck (which vehicles are parking restricted): You can base the restriction of commercial trucks, trailers, and construction/farm equipment based on gross vehicle weight (e.g., over 10,000 or 14,000 lbs.).
- Define Parking and determine an allowable amount (or completely prohibit): Limit parking duration (e.g., no more than 3 consecutive hours) unless actively loading or unloading.

Location-Specific Restrictions:

- Where will the restrictions exist? Does Midvale want parking restricted citywide.
- If we do not prohibit parking citywide:
 - o Midvale can restrict truck parking along major arterials like Fort Union Blvd to improve traffic flow and visibility.
 - o Prohibit parking near intersections, crosswalks, or driveways where sight lines are critical.
 - o Prohibit parking of these vehicles on public streets adjacent to residential homes or within residential subdivisions.

Exceptions and Accommodations:

- Allow temporary parking for trucks conducting service work (construction, landscaping, moving).
- Consider different rules for commercial zones, depending on business operations and street capacity.
- Clarify exemptions for emergency vehicles, public works, and government-owned equipment.

Enforcement Considerations:

- Policies should be straightforward to enforce with clearly defined time limits and locations.
- UPD has advised that rules based on shorter durations (e.g., one-hour limits) are easier to monitor and enforce, especially compared to nighttime-only restrictions.

- Note, it is preferred to have very short time-frames, as the staffing impact for longer time-frames requires that they chalk and return or that they sit on the parked vehicles.

Next Steps

Staff requires policy direction from the City on the desired scope and enforcement of commercial truck parking regulations. Staff can then return with draft ordinance language that reflects these priorities for future review.

- Direct staff on the desired scope of the change.
 - Identify whether proximity to residential properties should be a defining feature.
 - Identify if time limits is desired, and if so the scope of the time limits.
- Discuss potential exemptions or designated parking zones for local businesses and contractors.
- Direct staff to draft ordinance language for review based on selected option.

Some Options for Council Considerations:

1. Option A: Full Ban with Exceptions

- Prohibit commercial/semi-truck parking on all public streets unless the vehicle is actively loading/unloading.
- Would apply citywide with minimal exemptions.
 - 1. Note that state roads will not apply to this rule. Cities who have citywide bans still have parking along state roads.

2. Option B: Residential Buffer Restriction

- Ban truck parking within a certain distance from residential properties or subdivisions.
- May allow parking in commercial areas or along designated corridors.

3. Option C: Time-Limited Parking

- Permit commercial vehicle parking for a maximum of 3 hours, regardless of zone, with exceptions for active service.

4. Option D: Hybrid Approach

- Combine distance-based residential protections with a short-term citywide parking limit (e.g., 3-hour rule).
- Offers flexibility while maintaining neighborhood protections.

7:00 p.m. – REGULAR MEETING

Mayor Dustin Gettel called the business meeting to order at 7:06 p.m.

Council Member Bonnie Billings discussed the shootings that took place over the weekend. She was at the No Kings Protest when the shootings happened. As a Council Member she values the times when people show up at meetings and speak their minds about issues that are important to them; that is democracy, and it shouldn't be taken for granted. No one should be concerned about their safety while they attend a public meeting or gathering. She expressed her concern and care about all involved in the weekend violence.

I. GENERAL BUSINESS

A. Welcome and Pledge of Allegiance

B. Roll Call - Council Members Heidi Robinson, Denece Mikolash, Bryant Brown, Bonnie Billings, and Paul Glover were present at roll call.

C. Recognition of Lucia de la Cruz Rodriguez as Teacher of the Year for Canyons School District.

Mayor Gettel asked for a round of applause for Lucia de la Cruz Rodriguez, Teacher of the Year for Canyons School District. He introduced Lucia, she is from Mexico and teaches dual immersion language. She leads by example. He thanked her for all she does for her students and presented her with some Midvale swag.

Council Member Bryant Brown said all three of his daughters look up to her even though only one of them was in her class. He said Lucia is a perfect example of the A Bolder Way Forward coalition that aims to empower women and girls. His mother-in-law is the secretary at the school and really respects and loves Lucia.

Mayor Gettel presented a plant from Cactus and Tropicals and a gift card to The Bambino. He also presented his Mayoral medallion to Lucia.

Lucia de la Cruz Rodriguez thanked everyone. She said the recognition meant a lot to her. When she came to the U.S., she never expected to find a community like Midvale where she feels comfortable and loved. Midvale is a place where everyone feels a sense of belonging.

D. Proclamation recognizing Juneteenth as National Independence Day.

Mayor Gettel read the proclamation recognizing Juneteenth as National Independence Day.

II. PUBLIC COMMENTS

Luke Maynes, Community Council Secretary, invited everyone to attend the next Community Council meeting on Wednesday June 25th at 6 pm at the Ruth Tyler Library. They are also working with the Pearl on Main and starting July 7th will be hosting movie

nights there. The first show will be \$1 admission and after that residents can donate what they'd like. As a resident, he suggested that the food trucks included a cold option, especially during the hot summer months. He was also at the protest downtown. He said he attended because he sees ICE violating peoples constitutional rights and would love the city take steps to make sure no one has their constitutional rights violated.

Sue Armitage said she notices when the City Council comes to events with kids or family. She appreciates seeing the people she respects and who are involved in the city being involved in the community. She wishes more people would do it as well.

Shanell Hill, Founder and Senior Officer of Standing Against Fear and Exploitation, a 501c4 non-profit in Utah, said she was there to introduce a legislative initiative they would like Midvale City's support by way of a formal letter in favor of the Sex Offender Register Violation Accountability Act. The proposed legislation aims to strengthen penalties for registered sex offenders that violate terms of the registry or terms of supervision, reclassifying those violations from misdemeanors to felonies. It also includes a one-year transitional halfway housing program.

Grant Johnson said he has been in the area for three years. He loves Midvale and thanks the Council for all they do for the community. There is a nuisance property next to his house. This property is closed to occupancy by the health department due to activities including vandalism, drug use, and squatting. He is looking for help from the city. He has contacted the Salt Lake County Health Department, and they told him that the city needs to enforce the code violations. It's been vacant and closed to occupancy for 5-7 years. There are imminent health hazards, and the property attracts criminal activity. He's tried to contact the property owner, but she is unresponsive. He presented a petition with 30 signatures to the Council to have something done with this property.

Matt Dahl asked Adam Olsen to speak with Mr. Johnson outside the meeting about the best course of action.

III. COUNCIL REPORTS

A. Council Member Bonnie Billings – extended congratulations to Ms. Lucia De la Cruz Rodriguez and wished her well in the state competition.

B. Council Member Paul Glover – said he had a lot of people comment on the murals and how much they love them. The mural fest was a success. Mosquitoes are out. If you have mosquitoes in your yard, you can get online at the Mosquito Abatement and order services. They will come out and help.

C. Council Member Heidi Robinson – thanked city staff and all that participated in the mural festival. The murals look fantastic. She said she knows it's scary right now, but don't let that deter you from getting involved and staying involved.

D. Council Member Bryant Brown – also said the mural festival was a success. The Arts Council had an idea to do chalk art. It was a success and looked amazing. He said they got a very talented local artist that participated in the chalk art. He said he appreciates the staff and the community coming together.

E. Council Member Denece Mikolash –said she also volunteered at the mural festival. Staff did an amazing job. She was impressed with the turnout. She was amazed at how many people that were not from Midvale came here to see this. She thanked the fire department for everything they do. She had to use their services, and they were so great.

IV. MAYOR REPORT

A. Mayor Dustin Gettel thanked Council Members Robinson and Billings for their words regarding the shootings that took place. He agreed with Luke Maynes about protecting those that are most vulnerable. The Pearl Presents is our new summer movie event. The Pearl is excited to sponsor an outdoor movie east of state street, which will be later in the summer. Earlier today at the Unified Fire Authority meeting they passed the final budget with no big surprises. The same will take place at the Unified Police Department board meeting on Thursday.

V. CITY MANAGER REPORT

A. Matt Dahl asked Erinn Summers to discuss the Safety and Security Improvement Reimbursement Program.

Erinn Summers said the program is connected to the reimbursement funding that Midvale receives from the state for hosting the shelter. Midvale received enough money for 10 grants and have reimbursed just over 9. She is just waiting on some receipts to complete the 10 grants reimbursed. The total amount of the grant was \$200,000. This was a pilot program and has been extremely successful. The improvements made a big difference for the businesses involved. Some unexpected results were more engagement with businesses in the community with many of them taking a proactive approach for more involvement in the community.

Mayor Dustin Gettel expressed his appreciation of the relationships this program has helped create in the community.

Matt discussed having one meeting in July by canceling the July 1st meeting if the Council approved. The Council agreed. The next meeting will be held on July 15th.

VI. PUBLIC HEARING

A. PUBLIC HEARING WITH RESPECT TO (A) THE ISSUANCE OF NOT TO EXCEED \$55,000,000 OF SALES AND FRANCHISE TAX REVENUE BONDS AND (B) THE POTENTIAL ECONOMIC IMPACT THAT THE IMPROVEMENTS TO BE FINANCED WITH THE PROCEEDS OF SAID BONDS WILL HAVE ON THE PRIVATE SECTOR.

Mariah Hill said on June 3, 2025, the City Council adopted the parameters resolution and related bonding documents for the proposed Sales and Franchise Tax Revenue Bonds. This public hearing provides an opportunity for community members to offer comments on the proposed bonds, which will not exceed \$55,000,000. The funds will be used to finance the acquisition of existing park property, as well as the construction and improvement of infrastructure on designated roadways, including the development of a linear park.

FISCAL IMPACT:

The City's sales and franchise tax revenue have been evaluated by both city staff and the city's financial advisors and it has been determined the City has appropriate debt service coverage and debt service reserves.

MOTION: Council Member Paul Glover **MOVED** to open the public comment section of the hearing. The motion was **SECONDED** by Council Member Heidi Robinson. Mayor Gettel called for discussion on the motion. There being none, he called for a vote. The motion passed unanimously

There were no public comments.

MOTION: Council Member Paul Glover **MOVED** to close the public comment section of the hearing. The motion was **SECONDED** by Council Member Heidi Robinson. Mayor Gettel called for discussion on the motion. There being none, he called for a vote. The motion passed unanimously

VII. CONSENT AGENDA

A. CONSIDER MINUTES OF JUNE 3, 2025

MOTION: Council Member Paul Glover **MOVED** to Approve the Consent Agenda. The motion was **SECONDED** by Council Member Heidi Robinson. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

VIII. ACTION ITEMS

A. CONSIDER RESOLUTION NO. 2025-R-36 ENCOURAGING AND PROMOTING THE MISSION OF THE STATEWIDE INITIATIVE OF “A BOLDER WAY FORWARD” TO HELP MORE WOMEN, GIRLS, AND FAMILIES THRIVE.

Mariah Hill said A Bolder Way Forward is a statewide initiative that aims to improve the lives of women, girls, and families across Utah. National and statewide studies continue to show that women and girls in Utah are not thriving in critical areas. Year after year, Utah continues to have high levels of domestic violence, sexual assault, child sexual abuse, and gender-based discrimination, while also ranking as the worst state for women’s equality and having low levels of women’s leadership representation in nearly all domains, including politics and business (<https://www.usu.edu/uwlp/a-bolder-way-forward/overview>).

To accelerate meaningful progress, A Bolder Way Forward is advancing change across multiple sectors, including through active collaboration with local governments. This resolution affirms Midvale City’s formal support for the initiative, acknowledges the persistent challenges faced by women and girls in areas such as health, safety, education, and workplace equity, and highlights the City’s proactive efforts to address these issues at the local level. Midvale City will be the first A Bolder Way Forward City in Salt Lake County and the second in the state.

Mayor Dustin Gettel said Midvale had a very strong woman Mayor of Midvale for many years. People still talk about Mayor Seghini and how much she meant to the city. Seven years ago, there were zero women on the council and now there are three women on the council. The City also has a great mix of men and women as senior staff, and a great woman police chief for Midvale City.

Council Member Denece Mikolash said she was very impressed with the presentation, and is grateful to have this come to the city.

Council Member Heidi Robinson agreed.

Council Member Paul Glover said he is glad to have wonderful women on the council.

Mayor Dustin Gettel thanked Mariah Hill for bringing this to the city. He thanked County Council Member Laurie Stringham who was present, in support of A Bolder Way Forward coalition.

MOTION: Council Member Bonnie Billings MOVED to Adopt Resolution No. 2025-R-36 designating Midvale City A Bolder Way Forward City. The motion was SECONDED by Council Member Heidi Robinson. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye

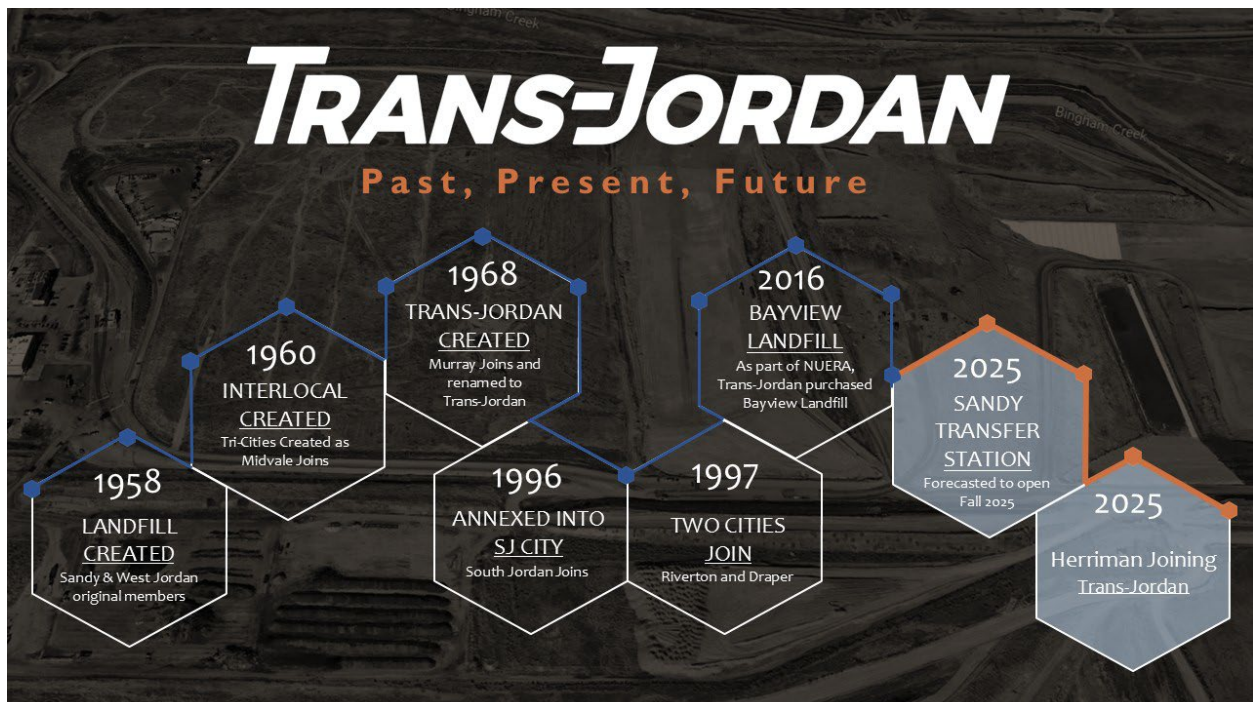
Council Member Denece Mikolash Aye
The motion passed unanimously.

**B. CONSIDER RESOLUTION NO. 2025-R-37 AUTHORIZING THE
APPROVAL OF THE SECOND AMENDED AND RESTATED INTERLOCAL
AGREEMENT CREATING TRANS-JORDAN CITIES DATED DECEMBER
1, 1995.**

Glen Kennedy said Midvale is one of seven city members that make up Trans Jordan Cities which operates a landfill and transfer station to handle member cities solid waste. Herriman City is seeking to become the eighth member city. Herriman City will be required to buy in based on the total amount of what Trans Jordan is valued and will provide economic benefits to the current member Cities by joining. Jaren Scott, Executive Director of Trans Jordan Cities will present on the process for Herriman to become a member, along with information on further benefits to the member cities of their joining.

Jarin Scott, Executive Director of Trans-Jordan Cities, said this is exciting since we have not had a new member since 1997. The addition of Herriman City brings us up to eight cities and makes us a stronger organization. He gave a quick history of the landfill and Trans-Jordan, past, present, and future.





- **Herriman has always taken their solid waste to Trans-Jordan**
 - **Never been a member**
- **Recently, Herriman put out an RFP for solid waste Collection and Disposal options**
- **20,000 curbside tons and 14,000 resident visits per year**
- **Started discussing possibility for Trans-Jordan membership**
 - **Trans-Jordan Board of Directors unanimous support to move forward**

HERRIMAN SOLID WASTE

- 
- **Loss of 20,000 annual (full commercial rate) tons of revenue**
 - **Does TJ continue to allow 14,000 annual Herriman resident visits if they are taking their curbside waste somewhere else?**
 - **Resident visits are the most costly**

Both of the above issues would drive up costs for the member cities and their residents

IF HERRIMAN'S WASTE GOES ELSEWHERE

4

- 
- **Continue to receive Herriman waste now and in the future**
 - **Keeps costs down to ALL members**
 - **Economies of scale**
 - **Gives Herriman residents a place to take their waste**
 - **Both of the above become even more important as Herriman grows**
 - **Reduces pollution-Geographically, Herriman is located next to TJ**
 - **A close haul reduces carbon output and traffic**
 - **An additional city making the total membership 8 strong cities**

BENEFITS TO MEMBER CITIES FOR HERRIMAN JOINING

5

- **Trans-Jordan valuation of: \$44,161,910**
- **Similar to South Jordan, Riverton and Draper joining, Herriman to pay full commercial tipping rate and the difference between the commercial rate and city rate (\$41-\$26=\$15/ton) is put towards the buy-in amount of \$5,520,328 (1/8 of current valuation)**
- **Herriman also to pay four \$100,000 deposits on July 1 of 2026, 2027, 2028, and 2029**

AGREEMENT AND STEPS FOR HERRIMAN TO JOIN

6

Herriman City
Estimated Payment Schedule

Year	Payment	Balance	Notes
0	-	5,520,328	
1	300,000	5,220,328	
2	409,000	4,811,328	Payment includes \$100,000 installment
3	418,270	4,393,058	Payment includes \$100,000 installment
4	427,818	3,965,240	Payment includes \$100,000 installment
5	437,782	3,527,458	Payment includes \$100,000 installment
6	347,782	3,179,676	
7	358,215	2,821,461	
8	368,962	2,452,499	
9	380,031	2,072,468	
10	391,431	1,681,037	
11	403,174	1,277,863	
12	415,270	862,593	
13	427,728	434,865	
14	434,865	-	Principal sum retired in year 14
15	-	-	



ESTIMATED PAYMENT SCHEDULE

7

■ CURRENT Seven Member Cities (Owners)



- TJ Formed by an Interlocal Agreement
- ALL 7 Current Owner Cities must adopt, by resolution, the SAME Amended and Restated Interlocal Agreement allowing Herriman to join as the 8th City

**REQUEST OF THE CURRENT
MEMBER CITIES**

8

COMMITMENT TO MEMBER CITIES



9



Council Member Bryant Brown asked what happens once the Sandy transfer station is full.

Jarin Scott explained that eastern cities will use the Sandy facility, the western cities will use the Trans-Jordan facility. They are planning to build a larger facility in South Jordan and limit the size of the vehicles that can use the Sandy facility. Herriman being a member will help pay for the new facility.

Mayor Dustin Gettel asked how Herriman City using the facility will speed up the timeline of the end of life of the landfill.

Jarin Scott said Herriman City has been added to the calculation, it only affects about 3-4 months. There is about seven years before the landfill is full. We own the largest landfill space and have over one hundred years left there.

Kane Loader said Utah has the lowest tipping fees across the country. The rates are low because the landfill is managed by municipal government and not the private sector. He thanked the council for allowing him to stay on the board an additional three years so he could see the transfer station through to completion.

MOTION: Council Member Bryant Brown MOVED to Suspend the Rules and Adopt Resolution No. 2025-R-37 Authorizing the Mayor to sign a Second Amended and Restated Interlocal Agreement allowing Herriman City to become a member of Trans-Jordan Cities. The motion was SECONDED by Council Member Paul Glover. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

C. CONSIDER ORDINANCE NO. 2025-O-11 APPROVING A ZONING CODE TEXT AMENDMENT TO AMEND SECTIONS 17-7-10.12.1 AND 17-7-10.12.5 OF THE MIDVALE CITY MUNICIPAL CODE TO REPLACE FIGURES 1 AND 2 IN THE JORDAN BLUFFS SUBAREAS 1-3 DEVELOPMENT ZONE.

Jonathan Anderson said this amendment is driven by changes to the concept plan by The Gardner Group for the Jordan Bluffs Development Area. The new figures reflect updates to the organization of the development pods, public road layouts, and the actual location and size of the 15 acre public park area (See Attachment 1).

Public notice has been sent to affected entities as required in 17-3-9.B of the Municipal Code. No comments have been received as of the writing of this report.

A public hearing was held during the June 3, 2025 City Council Meeting with members of the public making comments.

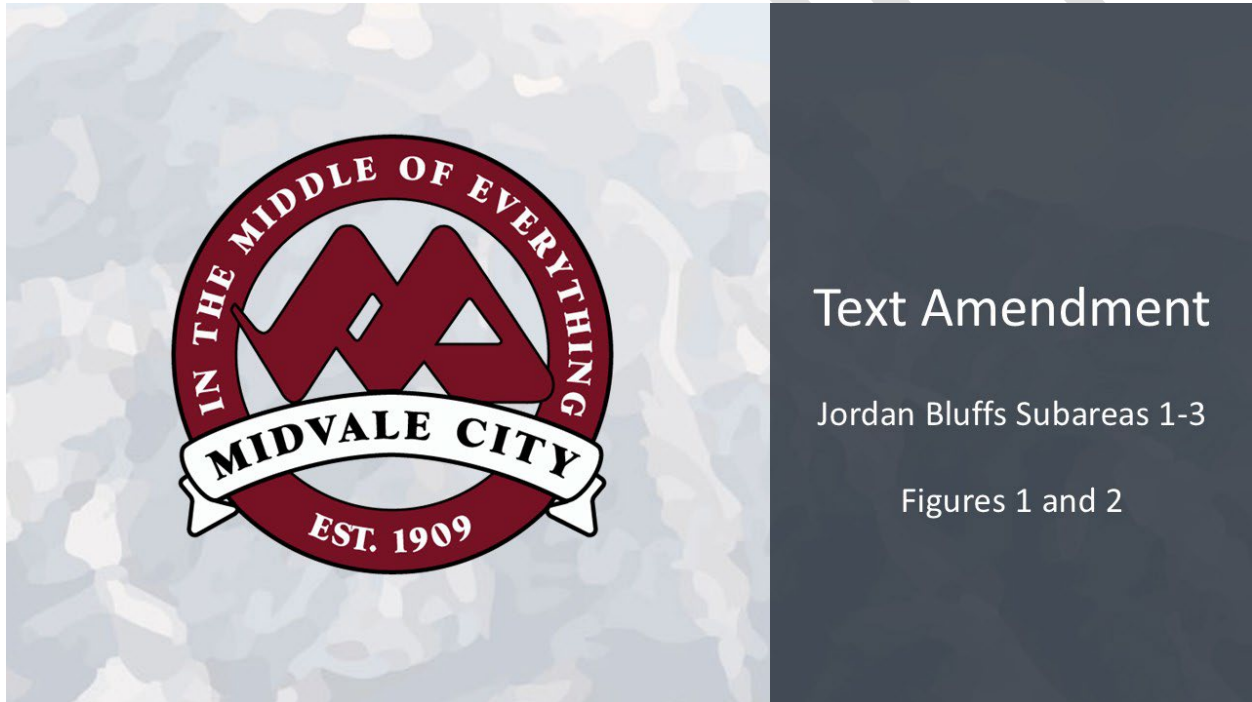
-AMENDMENTS TO THE ZONING CODE OR MAP-

Midvale City Code 17-3-1(F) outlines the criteria necessary for amendments to the zoning code. A proposal may only be approved if it demonstrates one or more of the

following:

1. The proposed amendment promotes the objectives of the general plan and purposes of this title;
2. The proposed amendment promotes the purposes outlined in Utah State Code 10-9a-102;
3. The proposed amendment more clearly explains the intent of the original language or has been amended to make interpretation more straightforward; or
4. Existing zoning code was the result of a clerical error or a mistake of fact.

Staff finds that this proposal meets the first criteria listed above as the figures are tied to the associated Master Development Agreement and Plan for the Jordan Bluffs Area identified in the 2016 General Plan as a major redevelopment area in the City.



Text Amendment Criteria

Midvale Municipal Code 17-3-1(F)

- 1. The proposed amendment promotes the objectives of the general plan and purposes of this title;**
2. The proposed amendment promotes the purposes outlined in Utah State Code 10-9a-102;
3. The proposed amendment more clearly explains the intent of the original language or has been amended to make interpretation more straightforward; or
4. Existing zoning code was the result of a clerical error or a mistake of fact.

Figure 1

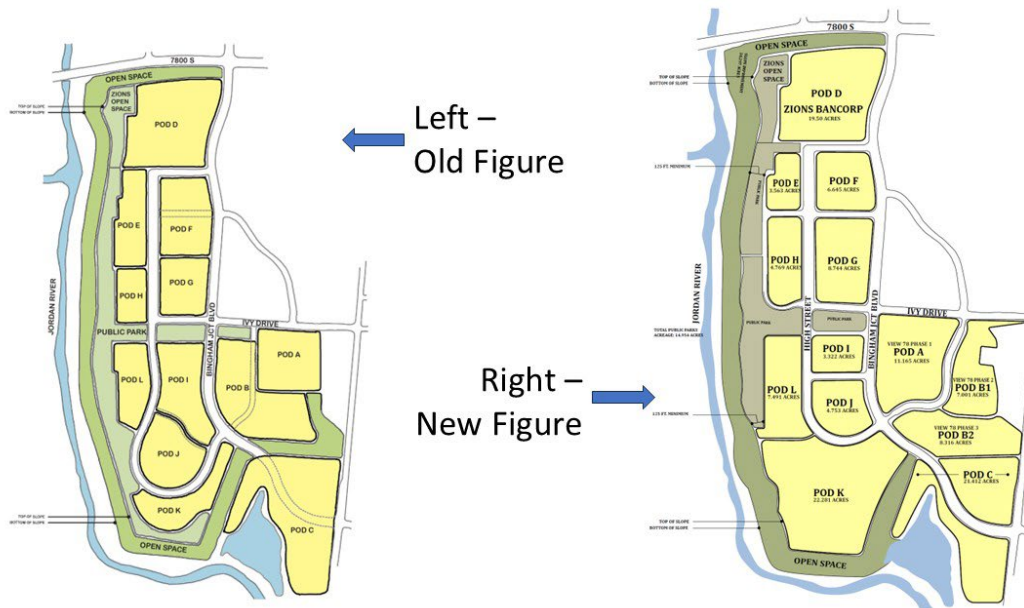
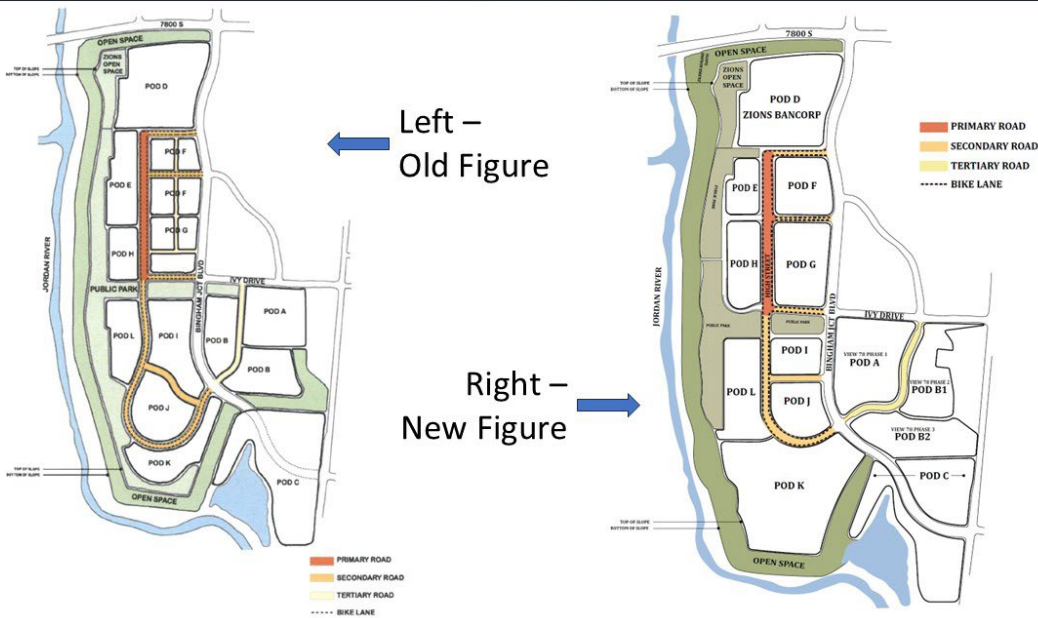


Figure 2



Dave Dennison, Gardner Group, said he appreciates working the details out and is excited to get this portion done so they can get to work on the master plan.

MOTION: Council Member Heidi Robinson **MOVED** to Approve Ordinance No. 2025-O-11 Amending Sections 17-7-10.12.1 and 17-7-10.12.5 of the Midvale City Municipal Code as provided in the attachments, with the finding noted in the staff report. The motion was **SECONDED** by Council Member Bonnie Billings. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

D. CONSIDER RESOLUTION NO. 2025-R-38 APPROVING THE FIRST AMENDMENT TO DEVELOPMENT AGREEMENT FOR THE AARON BY SIGNATURE.

Elizabeth Arnold said a development agreement for The Aaron by Signature was originally approved March 18, 2025. The First Amendment to the Development Agreement for the Aaron by Signature proposes to change the agreement language from requiring a condominium plat to a homeowners' association plat. The implication of this change is that the development is not classified as a condominium anymore even though it retains its characteristics as a community that is made up of owners of their

dwelling units. In the developer's perspective, this change makes the development process more efficient.

MOTION: Council Member Bonnie Billings MOVED to Approve Resolution No. 2025-R-38 Approving the First Amendment to the Development Agreement for The Aaron by Signature. The motion was **SECONDED** by Council Member Heidi Robinson. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

E. CONSIDER RESOLUTION NO. 2025-R-39 ADOPTING THE FY2026 MIDVALE CITY MUNICIPAL FEE SCHEDULE & UTILITY RATES.

Mariah Hill said as a part of the budget process, staff reviews and updates the municipal fee schedule to ensure the City is collecting the appropriate amount in fees. Municipal fees must reflect the actual cost of services provided by the City. Notable changes in this fee schedule are the planned water and sewer rate increases, as well as minor changes to planning, hydrant meter rental, and sanitation fees. A public hearing for these changes was held on June 3, 2025. The FY2026 Fee Schedule will be posted on the Midvale City website upon approval.

FISCAL IMPACT

The proposed fees reflect the actual cost of providing specific services to Midvale City residents, businesses, and other patrons. Fees charged are sufficient to provide revenue necessary to operate the City's Enterprise Funds and cover certain costs incurred by the General Fund for Fiscal Year 2026.



FY 2026 Fee Schedule

Building Rental & Event Fee Changes

- Remove Dahl Conference Room Rental

Community Development Fee Changes

- Remove MPD Preliminary and Final Fees
- Adjust small and large scale master plan fees
- Remove administrative conditional use fee for chickens and apiaries
- Remove preliminary site plan fee
- Add development review committee fee
- Add noticing fee per address

Utility Rate Changes

WATER

- Updated per Resolution 2021-R-31 and the Water CFSP to help fund capital projects and bond payments
- Base Rates in Area 1, 2, & 3 increased approximately 8%
- Consumption charges increase approximately 8%
- All areas now have the same rates

SEWER

- Updated per Resolution 2021-R-31 and the Sewer CFSP to help fund capital projects and bond payments
- Base Rates increased approximately 8%
- Consumption charges increased approximately 8%

SANITATION

- Garbage and recycling increasing 2% respectively
- Include \$75 Can Replacement Fee*

Utility Rate Changes - Other

- Hydrant meter deposit increase, due to increased cost of meters
- Adding user-owned hydrant meter deposit fee
- Adding hydrant meter permit application fee
- Adding hydrant meter billing, tracking, and inspection fee

MOTION: Council Member Heidi Robinson **MOVED** to Adopt Resolution No. 2025-R-39 Adopting the Fiscal Year 2026 Midvale City Municipal Fee Schedule and Utility Rates. The motion was **SECONDED** by Council Member Paul Glover. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

F. CONSIDER RESOLUTION NO. 2025-R-40 APPROVING BUDGET AMENDMENTS TO THE FY2025 GENERAL FUND AND OTHER FUNDS AS NECESSARY.

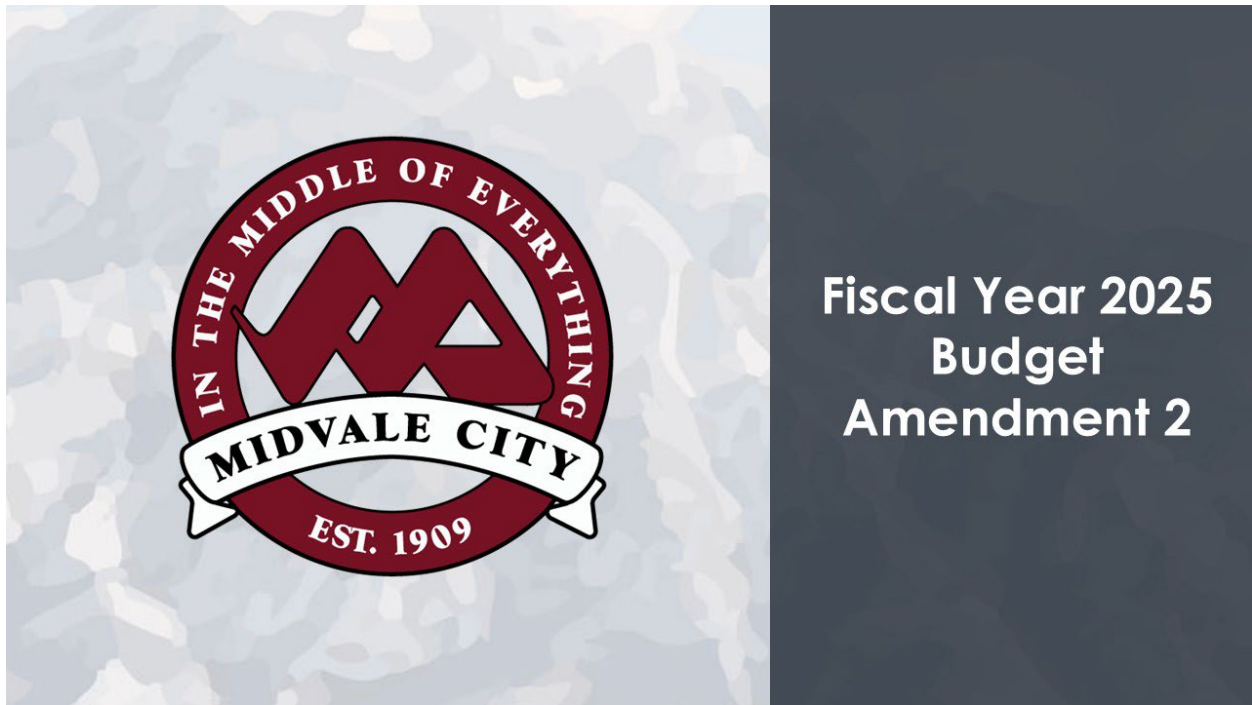
Mariah Hill said staff recommends adjustments to both General Fund revenues and expenditures in the amount of \$156,500, as outlined in the attached document. A summary of the proposed adjustments is provided below:

- **Information Technology – \$48,000** – Unexpected one-time expenses
- **Recorder – \$7,000** – 2025 Municipal Election
- **City Attorney – \$75,000** – Litigation Expenses
- **Harvest Days – \$20,500** – August 2025 Harvest Days
- **Public Safety – \$6,000** – Contract Increase

FISCAL IMPACT:

General Fund – Increase in budgeted revenues and expenditures of \$156,500.

Mariah said one change to include \$12,000 increase for harvest days float.



Midvale City Proposed Budget Amendment				
General Ledger Account Description	FY25 Adopted Budget	Proposed Change	FY25 Proposed Amended Budget	Description
General Fund				
Revenues				
Use of Fund Balance	(3,514,952)	(168,500)	(3,683,452)	Increased use of fund balance
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS - GENERAL FUND	\$ (3,514,952)	\$ (168,500)	\$ (3,683,452)	
Expenditures				
Information Technology - Computer Equipment	15,000	2,000	17,000	Failed Switch Replacement
Information Technology - Software Support	204,480	46,000	250,480	One-Time Unexpected Expenses
Recorder - Election Supplies	500	7,000	7,500	2025 Election
City Attorney - Professional Services	100,000	75,000	175,000	Litigation Expenses
Harvest Days - Equipment	12,000	2,000	14,000	2025 Harvest Days
Harvest Days - Entertainment	21,000	10,000	31,000	2025 Harvest Days
Harvest Days - Parade	5,000	6,000	11,000	2025 Harvest Days
Harvest Days - Other Activities	5,500	2,500	8,000	2025 Harvest Days
Harvest Days - Float	-	12,000	12,000	
Public Safety - Animal Control Contract	406,618	6,000	412,618	Contractual Increase
TOTAL RECOMMENDED EXPENDITURE BUDGET ADJUSTMENTS - GENERAL FUND	\$ 770,098	\$ 168,500	\$ 938,598	

MOTION: Council Member Heidi Robinson MOVED to Adopt Resolution No. 2025-R-40 Amending the Fiscal Year 2025 for the General Fund as Presented. The motion was SECONDED by Council Member Paul Glover. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

G. CONSIDER RESOLUTION NO. 2025-R-41 ADOPTING THE CERTIFIED PROPERTY TAX RATE OF MIDVALE CITY FOR CALENDAR YEAR 2025 AND LEVYING MIDVALE PROPERTY TAXES UPON ALL REAL AND PERSONAL PROPERTY WITHIN THE CORPORATE BOUNDARIES OF MIDVALE CITY, UTAH FOR GENERAL OPERATIONS.

Mariah Hill said as part of the annual budget approval process, the City must either propose a new property tax rate or adopt the Certified Tax Rate calculated by the Salt

Lake County Auditor. This rate is based on updated 2025 assessed property values in Midvale and is designed to generate the same amount of revenue as the previous year, with adjustments for new growth.

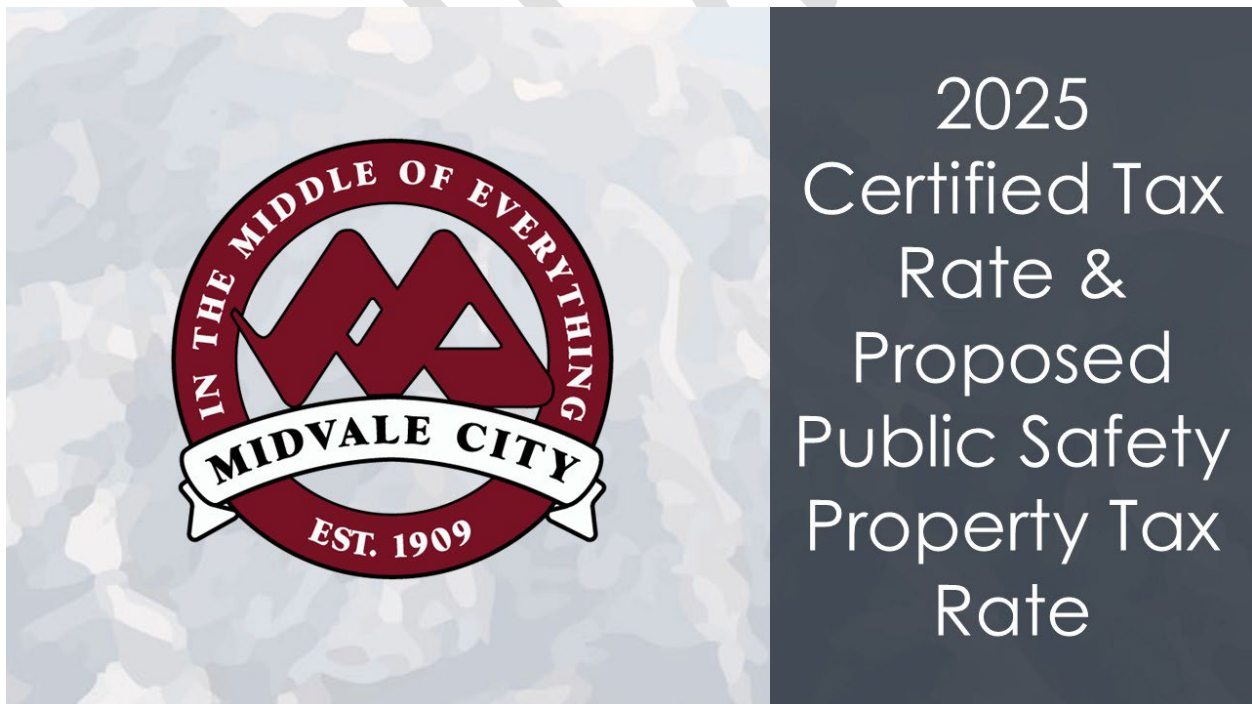
For 2025, Midvale City's Certified Tax Rate for general operations is 0.000918. If the City chooses to adopt this rate, it must do so by June 22.

City staff recommend that the City Council adopt the 2025 Certified Tax Rate as set by the County Auditor for general operations. In addition, staff is proposing a separate public safety property tax, which would fund public safety services. This tax will be introduced through a separate ordinance and will initiate the truth-in-taxation process.

Once the City enters the truth-in-taxation process, the final budget must be adopted by September 1 and submitted to the State Auditor within 30 days. Until then, the City will operate under the tentative budget. The final budget, including the proposed public safety property tax, will be adopted following the truth-in-taxation hearing scheduled for August 19, 2025.

FISCAL IMPACT:

The certified tax rate will generate \$3,468,094, which includes \$3,507 in new growth from the FY2025 budgeted property tax revenue.



FY2026 Budget Timeline



FY2026 Budget

- No significant changes from tentative budget
- Summary of Changes:
 - Decrease in Homeless Mitigation Funding
 - Certified Tax Rate
 - 3% COLA -> 2.4% COLA (May Western CPI)
 - Actual Insurance Costs (Property, Vehicle, Workers Comp., etc.)
 - Increase in UPD Budget
- Final Budget will include updated revenue projections
- Any truth-in-taxation pushed deadline for adoption of Final Budget to September 1

2025 Tax Year Information

- Total Taxable Value - \$3,766,993,293
- Eligible New Growth Value - \$10,887,034
- Average Midvale Residential Value - \$492,000
(4.5% Increase)
- Average Taxable Residential Value (55%) - \$270,600

Certified Tax Rate

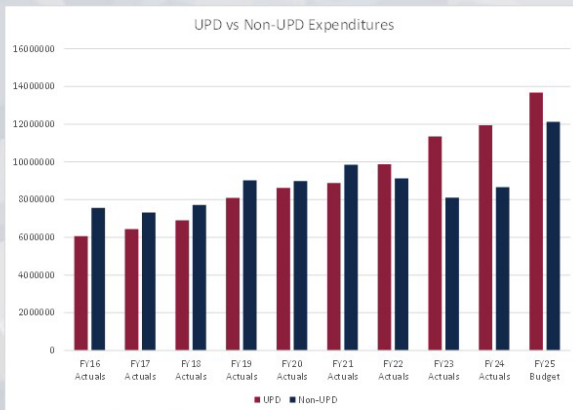
- Calendar/Tax Year 2025
- Midvale City Property Taxes for General Operations
- Certified Tax Rate - .000918
- FY2026 Property Tax Revenue - \$3,468,094
- New Growth - \$9,994
- No change on the Average Residential Value - \$248.41 annually

Public Safety Special Revenue Fund

- Proposing creation of the Public Safety Special Revenue Fund in FY2026 to house all public safety related revenues & expenses
- In FY26 it will be funded by a transfer from the General Fund and a proposed new Midvale Public Safety Property Tax
- Expenditures will include Animal Control Contract, UFA Emergency Manager Contract, UPD, and minimal miscellaneous
- UPD Increases: 3.44% Increase (\$445K) in Tentative, 3.46% Increase currently (\$473K)

Public Safety Service Fund							
	Actual FY2023	Actual FY2024	Amended FY2025	Final FY2026	Difference	Percent Change	
Revenues:							
Property Tax	-	-	-	940,561	940,561	0.0%	
Interest Revenue	-	-	-	-	-	0.0%	
Transfer From General Fund	-	-	-	13,695,603	13,695,603	0.0%	
TOTAL REVENUES	-	-	-	14,636,164	14,636,164	0.0%	
Expenditures:							
Information Technology Equipment (Interfund)	1,488	2,113	1,893	1,837	(56)	-3.0%	
Professional Services	50,618	-	58,457	61,380	2,923	5.0%	
Unified Police Department Contract	11,351,484	11,951,605	13,676,984	14,150,127	473,143	3.5%	
Animal Control Contract	312,197	342,578	406,618	422,820	16,202	4.0%	
Miscellaneous Supplies	-	19,340	300	-	(300)	-100.0%	
Miscellaneous Services	74,514	-	-	-	-	0.0%	
Total Operating	11,790,301	12,315,636	14,144,252	14,636,164	491,912	3.5%	
TOTAL EXPENDITURES	\$ 11,790,301	\$ 12,315,636	\$ 14,144,252	\$ 14,636,164	\$ 491,912	3.5%	

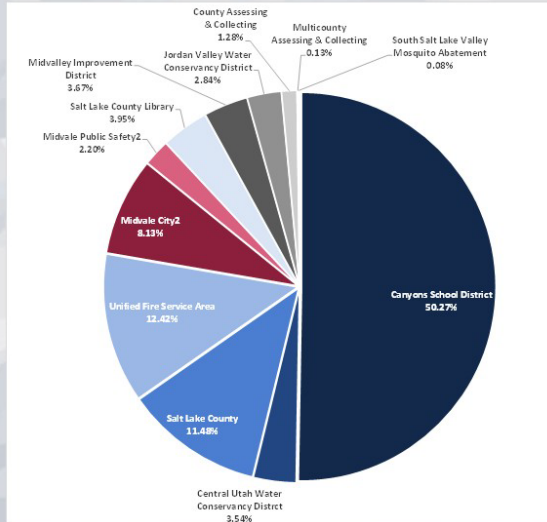
Proposed Public Safety Property Tax



10-Year Increases: UPD 97%, Non-UPD 14.5%

- Public Safety increases are straining general fund revenue sources.
- Property tax increases have been and may continue to be needed to maintain service levels and fund UPD increases.
- City's can levy a property tax by ordinance for a specified service – Utah Code 10-6-133.4, which will allow tax increases to be public safety specific.
- Revenues will go into a special fund and must be used only for that service.
- Truth-in-Taxation applies; staff must ensure proper wording, notice, and public education
- If the Public Safety Property Tax is not adopted after Truth-in-Taxation, General Fund cuts will be required

Proposed Public Safety Property Tax



Taxing Entity	2024 Tax Rate	Dollar Amount of Taxes ¹
Canyons School District	0.005677	\$1,536.20
Central Utah Water Conservancy District	0.000400	\$108.24
Salt Lake County	0.001297	\$350.97
Unified Fire Service Area	0.001403	\$379.65
Midvale City ²	0.000918	\$248.41
Midvale Public Safety ²	0.000249	\$67.38
Salt Lake County Library	0.000446	\$120.69
Midvalley Improvement District	0.000414	\$112.03
Jordan Valley Water Conservancy District	0.000321	\$86.86
County Assessing & Collecting	0.000144	\$38.97
Multicounty Assessing & Collecting	0.000015	\$4.06
South Salt Lake Valley Mosquito Abatement	0.000009	\$2.44
TOTAL	0.011293	\$3,055.89

1 Based of 2025 Average Residential Value

2 Proposed 2025 Tax Rates

- Tentative Budget includes \$940,561
 - FY26 UPD Increase
 - 3% of FY25 UPD Budget
- Proposed \$67.38 annually on 2025 Average Residential Value of \$492,000

Property Tax Overview

2023 Tax Rates	
Salt Lake City	0.003012
West Valley City	0.002758
Murray City	0.001513
West Jordan City	0.001499
Millcreek City	0.001431
South Jordan City	0.001425
Cottonwood Heights	0.001422
Holladay City	0.001322
Bluffdale City	0.001236
Sandy City	0.001057
Draper City	0.000896
Midvale City	0.000892
Taylorsville City	0.000731
Herriman City	0.000194

2024 Tax Rates (CTR & TNT)	
Salt Lake City*	0.002755
West Valley City*	0.002586
Murray City	0.001722
West Valley City*	0.001428
South Jordan City	0.001367
Cottonwood Heights	0.001357
Millcreek City	0.001344
Holladay City	0.001249
Draper City*	0.001022
Sandy City	0.000988
Midvale City*	0.000948
Bluffdale City	0.000923
Taylorsville City	0.000851
Herriman City	0.000187

*Cities proposing to move into Truth-inTaxation as of 6/18/2024

Truth in Taxation Process

- June 17th – City consider adopting proposed tax rate.
- Newspaper Publication Notice of Public Hearings (Tentative)
 - Combined Salt Lake County Notice (Usually 2)
 - Deseret News & Salt Lake Tribune – End of July/Early August
 - Midvale City Notice
 - Salt Lake Tribune – August 10
- Ads will also placed on multiple websites (Public Notice website, Utahlegals.com, etc.)
- Public hearing agenda only addresses tax increase, budget, and FY26 pay plan.
- Public hearing prior to adoption of tax rate – August 19 at 6PM

Public Notice & Communication

- Public Notice
 - Code specific wording – Some changes allowed by State Tax Commission
 - Amount increase on average resident and business
 - Percent increase in overall budget – challenge
 - Public hearing information
- Communication Plan
 - Finalize notice wording
 - Make plan consistent with wording

MOTION: Council Member Heidi Robinson MOVED to Adopt Resolution No. 2025-R-41 Adopting the Certified Property Tax Rate of Midvale City for Calendar Year 2025 and Levying Midvale Property Taxes upon All Real and Personal Property within the Corporate Boundaries of Midvale City, Utah for General Operations. The motion was SECONDED by Council Member Paul Glover. Mayor Gettel called for

discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

H. CONSIDER ORDINANCE NO. 2025-O-12 PROPOSING LEVYING A MIDVALE CITY PUBLIC SAFETY PROPERTY TAX FOR CALENDAR YEAR 2025.

Mariah Hill said as part of the annual budget approval process, the City must either propose a new property tax rate or adopt the Certified Tax Rate calculated by the Salt Lake County Auditor. For 2025, City staff recommends that the City Council adopt the Certified Tax Rate for general operations as provided by the Auditor (Resolution 2025-R-41).

In addition, staff is proposing that the City Council levy a new property tax specifically for public safety services, as authorized under Utah State Code §10-6-133.4. The proposed Midvale City Public Safety Property Tax rate is 0.000249, which is projected to generate approximately \$940,561 in new property tax revenue. These funds will be allocated to a special revenue fund and used exclusively for public safety-related expenses.

The largest portion of the City's public safety budget is dedicated to law enforcement services provided by the Unified Police Department (UPD). For Fiscal Year 2026, the cost of these services is projected at \$14,150,127. The proposed public safety tax will cover the FY2026 cost increase from UPD (\$473,143 or 3.46%) and an additional 3% of the prior year's cost (\$467,418). The remaining public safety expenses will be funded through a transfer from the City's General Fund.

Based on the 2025 average residential home value in Midvale of \$492,000—with a taxable value of \$270,600—the proposed public safety tax would increase the average annual property tax bill by approximately \$67.38.

The implementation of the Midvale City Public Safety Property Tax will initiate the truth-in-taxation process, which includes multiple public notices and a public hearing before the final tax rate and budget are adopted. The public hearing is scheduled for August 19, 2025, at 6:00 p.m. at Midvale City Hall.

FISCAL IMPACT:

The proposed Midvale City Public Safety property tax will generate \$940,561 in new property tax revenue and will fund a portion of the City's public safety service costs.

Council Member Denece Mikolash thanked Mariah Hill for explaining this property tax so clearly and understandable.

Mayor Dustin Gettel asked what percentage of the public safety property tax is UPD exclusively.

Mariah Hill said the UPD percentage is about 97% of the total percentage that includes UFA and Animal Services.

MOTION: Council Member Bonnie Billings MOVED to Adopt Ordinance No. 2025-O-12 Proposing Levying a Midvale City Public Safety Property Tax for Calendar Year 2025. The motion was SECONDED by Council Member Heidi Robinson. Mayor Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Council Member Bonnie Billings	Aye
Council Member Paul Glover	Aye
Council Member Heidi Robinson	Aye
Council Member Bryant Brown	Aye
Council Member Denece Mikolash	Aye

The motion passed unanimously.

IX. DISCUSSION ITEMS

A. DISCUSS CRIMINAL PENALTIES IN MIDVALE MUNICIPAL CODE.

Garrett Wilcox introduced Taj Carson. He is a 3L student at BYU, he is receiving school credit in exchange for his service to Midvale City. His goal is to become a prosecutor.

Taj Carson said since Midvale's incorporation in 1909, the City's municipal code has been continuously amended. As a result, the criminal penalties within the Midvale Municipal Code can be confusing and inconsistent. Staff would like to discuss potential solutions with the City Council to make the City Code more accessible.

General Penalty

The Midvale City Code includes a general penalty provision in section 1.01.070. Currently, a portion of the section states, "Whenever, in this code or in any other ordinance of the city, any act is prohibited or is made or declared to be unlawful or an offense, or the doing of any act is required, or the failure to do any act is declared to be unlawful or a misdemeanor, where no specific penalty is provided therefor, the violation of any such provision of this code or any other ordinance of the city shall be punished as a Class B misdemeanor." Staff would like to discuss with the City Council whether the default penalty should be a class B misdemeanor. Additionally, staff would like to discuss whether the language used in this section should be simplified to make it more accessible to the general public.

Location of Penalty Section

Many chapters of the Midvale Municipal Code have penalty sections. These sections

can come at the beginning, end, or somewhere in the middle of the chapter. This can be confusing for a member of the public to research the penalty for a violation. Staff would like the direction of the City Council on whether the location of the penalty section should be standardized in each chapter.

Redundancy with State Violations

Midvale City has identified a number of criminal offenses in Title 9 of the Midvale Municipal Code. Many of these offenses are also identified and prohibited under state law. Utah law limits the maximum punishment of city ordinances to class B misdemeanors. Several city ordinances punish offenses at a lower level than state statutes. Staff would like to discuss with the City Council whether these ordinances should be removed to avoid redundancy.

Reclassification of Offenses

Certain offenses, such as having weeds or grass that exceeds six inches tall, are currently classified as a class B misdemeanor. A class B misdemeanor is punishable by up to six months in jail and up to \$1,000 fine. Staff would like to discuss with the City Council the appropriate classifications of City violations and discuss guiding principles as staff classify current and future violations.

Repeat Offender Provision

The City Code does not currently punish repeat offenders. All offenses are treated the same under the City Code. Staff would like City Council direction on whether it should consider adopting an ordinance that makes repeat offenders of minor violations subject to more severe criminal penalties.



Discuss Criminal Penalties in the Midvale Municipal Code

Taj Carson
Legal Department Intern
Presented June 17, 2024

Agenda

1. General Penalty
2. Location of Penalty Section
3. Redundancy with State Violations
4. Reclassification of Offenses
5. Repeat Offenders

General Penalty

“Whenever in this code or in any other ordinance of the city, any act is prohibited or is made or declared to be unlawful or an offense, or the doing of any act is required, or the failure to do any act is declared to be unlawful or a misdemeanor where no specific penalty is provided therefore, the violation of any such provision of this code or any other ordinance of the city shall be punished as a Class B Misdemeanor.”

Midvale Municipal Code § 1.01.070.

Classification of Offenses

<u>Class</u>	<u>Possible Jail Term</u>	<u>Possible Fine</u>
Class B	Up to 180 days in jail	Up to \$1000 or comp. service
Class C	Up to 90 days in jail	Up to \$750 or comp. service
Infraction	No jail time	Up to \$750 or comp. service

Utah Code Ann. § 76 – 3 – 301

Location of Penalty Section

The image displays three screenshots of municipal code sections, each with a list of sections on the left and the full text of a specific section in the center. The sections are:

- Chapter 8.03 WEED CONTROL**
 - Sections: 8.03.010 Definitions, 8.03.020 Control and removal of weeds—Required, 8.03.030 Maximum height of weeds—Exception, 8.03.040 Notice of violation and corrective measures, 8.03.050 City to clean or secure property when—Costs, 8.03.060 Costs—Collection methods authorized, 8.03.070 Costs—Collection by lawsuit, 8.03.080 Costs—Collection through taxes, 8.03.090 Property examination—Enforcement authority, **8.03.100 Violation—Penalty**, 8.03.110 Designation and publication of state noxious weeds.
 - Section 8.03.100 Violation—Penalty: Designation and publication of state noxious weeds.
- Chapter 8.02 PROPERTY MAINTENANCE**
 - Sections: 8.02.010 General, 8.02.020 Definitions, 8.02.030 Notice of violation and corrective measures, 8.02.040 City to clean or secure property when—Costs, 8.02.050 Costs—Collection methods authorized, 8.02.060 Costs—Collection by lawsuit, 8.02.070 Costs—Collection through taxes, 8.02.080 Property examination—Enforcement authority, **8.02.090 Violation—Penalty**, 8.02.100 Alternative method of enforcement—Administrative code enforcement program, 8.02.200 Storage of personal property, 8.02.300 Property maintenance provisions—General requirements, 8.02.301 Exterior property areas, 8.02.302 Swimming pools, spas and hot tubs, 8.02.303 Exterior structure.
 - Section 8.02.090 Violation—Penalty: Alternative method of enforcement—Administrative code enforcement program.
- Chapter 8.08 SOLID WASTE DISPOSAL AND COLLECTION**
 - Sections: 8.08.010 Definitions, 8.08.020 Collection of garbage, 8.08.030 Rates and fees, 8.08.035 Delinquency—Service discontinuance, 8.08.040 No accumulation of garbage, 8.08.050 Containers, 8.08.060 Containers to be closed, 8.08.070 Time and place of pickup, 8.08.080 Disposal of community refuse, bulky waste and recyclable items, 8.08.090 Burning of refuse prohibited, 8.08.100 Dumping refuse prohibited, 8.08.110 Limitations upon dumping, 8.08.120 Transportation of solid waste, 8.08.130 Adoption of additional regulations, **8.08.140 Violation—Penalty**.
 - Section 8.08.140 Violation—Penalty: Adoption of additional regulations.

Redundancy with State Violations

Utah Code §76-8-305.5 Failure to stop at the command of a peace officer

- Class A misdemeanor

Midvale Municipal Code §9.15.010 Flight from peace officer

- Class B misdemeanor

Reclassification of Offenses

Chapter 8.03 WEED CONTROL

8.03.030 Maximum height of weeds—Exception.

- A. Weeds and grasses shall not exceed a height of six inches, and the cuttings shall be cleared and removed from the property within seventy-two hours after being first cut.
- B. Eradication of weeds by chemicals must occur before the weeds exceed a height of six inches, or they must be cut at a level not exceeding six inches in height.
- C. Weeds which are rototilled or removed by the root must be buried beneath the soil or removed from the property within seventy-two hours after rototilling or removal from the ground.
- D. When the large size of the property makes the cutting of all weeds and grasses impractical, the inspector may, by written order, allow and limit the required cutting of weeds to a firebreak of not less than twenty feet in width cut around the complete perimeter of the property and around any structures existing upon the property.
- E. Only properties of one hundred acres or more are eligible for the exception provided in subsection (D) of this section. (Ord. 6/15/20040-22 (part); Ord. 8/27/2002B (part))

8.03.100 Violation—Penalty.

Any party or entity who shall violate any of the terms of this chapter, and any party who shall do or cause and violates as prohibited in this chapter to be done, shall be guilty of a class B misdemeanor. Each day that a violation of this chapter continues shall constitute a separate offense. (Ord. 8/27/2002B (part))

Repeat Offenders

The Midvale Municipal Code currently provides that “[e]very day any violation of this code or any other ordinance of the city shall constitute a separate offense.” The Code does not address criminal penalties beyond this for repeat offenders. Would the City Council like to explore establishing enhanced criminal penalties for repeat offenders?

Council Member Bryant Brown asked if anyone has ever been jailed for having weeds? It makes more sense to find another solution before a misdemeanor charge.

Garret Wilcox said jail has been threatened but civil violations will be levied first to prompt compliance. There was a case where misdemeanor charges were charged for non-compliance.

B. DISCUSS FRAUD RISK ASSESSMENT.

Mariah Hill said beginning in 2020, all local governments are required to complete a Fraud Risk Assessment/Questionnaire and present it to the governing body each fiscal year. The Assessment assigns an overall risk level of undetected fraud based upon points earned for the implementation of identified best practices. This assessment/questionnaire will also be certified by the CFO (Finance Director) and CAO (City Manager). This assessment was designed by the State Auditor's Office to identify best practices in fraud detection and prevention. It is important to note the following:

- Best practices identified in the Assessment are not required, but highly recommended.
- All of the best practices in the Assessment may be implemented at a low or no cost.
- The Assessment is not a replacement or duplication of an internal control assessment performed by an independent auditor as part of a financial statement audit. his City has maintained their score of 375, which is in the Very Low Risk Level.

X. ADJOURN

MOTION: Council Member Paul Glover **MOVED** to adjourn the meeting. The motion was **SECONDED** by Council Member Heidi Robinson. Mayor Gettel called for discussion on the motion. There being none, he called for a vote. The motion passed unanimously.

The meeting adjourned at 9:00 p.m.

Rori L. Andreason, MMC
H.R. DIRECTOR/CITY RECORDER

Approved this July 15, 2025



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MIDVALE CITY COUNCIL STAFF REPORT 7/15/2025

SUBJECT

Consider Resolution No. 2025-R-44 authorizing the Mayor to sign a statement of work with Naviant, LLC for a community development software.

SUBMITTED BY

Adam Olsen, Community Development Director

BACKGROUND AND OVERVIEW

Since 2022, Midvale City has been engaged in finding and implementing a new community development software. The Community Development Department manages and coordinates the development and implementation of the City's long-term planning initiatives, business license applications and renewals, building permitting, and code enforcement. To fulfill these responsibilities effectively, the Community Development Department requires a comprehensive software solution that will aid with managing and analyzing complex data related to the City's development. Implementing a comprehensive software solution will allow for greater efficiency by reducing the need for multiple softwares.

In early 2023, staff met twice with the Midvale City Software Committee for approval to move forward with a new software acquisition. Throughout the rest of 2023, an RFP was drafted, and it was sent out for bid in late February 2024 and closed in March 2024. An evaluation committee thoroughly reviewed 9 proposals and selected ZipFlow in April 2024. Due to unforeseen circumstances, ZipFlow was unable to move forward with the contract. Another RFP was sent out for bid and closed in November 2024. The same evaluation committee thoroughly reviewed 4 new proposals, though none were able to provide the desired solution. It was determined that City would reach out to Naviant, LLC, a current City software provider, for a proposal to add additional OnBase modules and expand their existing contract. The evaluation committee resolved that the additional OnBase modules would provide more services than current softwares can offer and automate many manual processes providing the best solution and utilize an existing software.

The statement of work is coming before the Council, because the total cost for professional services will exceed \$100,000.00. The statement of work will be added to the existing contract and existing terms will apply.

STAFF RECOMMENDATION

Staff recommends Council approve the resolution, thus beginning the software implementation process for Community Development.

RECOMMENDED MOTION

I move that we approve Resolution No. 2025-R-44 authorizing the Mayor to sign a service agreement with Naviant, LLC for a community development software.

ATTACHMENTS

1. Resolution No. 2025-R-44
2. Statement of Work

MIDVALE CITY, UTAH
RESOLUTION NO. 2025-R-44

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A STATEMENT OF WORK WITH
NAVIANT, LLC FOR A COMMUNITY DEVELOPMENT SOFTWARE**

WHEREAS, Midvale City issued a Request for Proposals (RFP) for a comprehensive community development software in early 2023; and

WHEREAS, after a thorough review and evaluation of the proposals received, Markable Technologies, Inc., DBA ZipFlow emerged as the preferred provider due to presenting the most favorable, comprehensive, and competitive offer for software services; and

WHEREAS, due to unforeseen circumstances Markable Technologies, Inc., DBA ZipFlow was unable to move forward with the contract; and

WHEREAS, another RFP was sent out and proposals were evaluated in late 2024, and none were able to provide the desired solution; and

WHEREAS, the City engaged with a current software provider, Naviant, LLC for a proposal to add additional OnBase modules and expand their existing contract; and

WHEREAS, the evaluation committee determined that the additional OnBase modules would provide more services than current softwares can offer and automate many manual processes providing the best solution and utilizing and existing software; and

WHEREAS, the services offered by Naviant, LLC align with the needs and requirements of Midvale City, ensuring the provision of comprehensive Community Development Software services.

NOW, THEREFORE, be it resolved by the Midvale City Council that the Mayor is authorized to execute the statement of work with Naviant, LLC for a community development software attached hereto as per the terms outlined in the Statement of Work.

This Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this 15th day of July 2025.

By: _____
Dustin Gettel, Mayor

Voting by the City Council:	Aye	Nay
Bonnie Billings	_____	_____
Paul Glover	_____	_____
Heidi Robinson	_____	_____
Bryant Brown	_____	_____
Denece Mikolash	_____	_____

ATTEST:

Rori L. Andreason, MMC
City Recorder



Statement of Work

Validate & Build Phase

OnBase Plan Review Planning, Software, & Implementation

Prepared For

Juan Rosario, System Administrator
Midvale City Corporation

Prepared By

Matt Hofhenke, Sales Executive
Jeff Comer, Manager of Sales Engineering
Naviant, LLC

13 February 2025



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PROJECT SCOPE

Introduction

Naviant, LLC (“Naviant”) has engaged in preliminary discussions with Midvale City Corporation (“Customer”) to discuss options and best practices for optimizing Customer’s processes via Intelligent Automation such as content management, case management, process management, robotic process automation, and/or other automation technologies.

As a result of these discussions, Midvale City Corporation has requested that Naviant provide requirements validation, implementation and/or support services as defined by this Statement of Work (sometimes referred to as “SOW” or “Agreement”).

Requirements Validation will confirm initial requirements shared by Customer and provide Functional Specifications for the Build Phase deliverable. Validation activities will confirm software licensing, and professional services required to deliver and implement the solution.

Based on preliminary requirements provided by Customer to date, this SOW provides software licenses, related maintenance/support, and professional services estimates for the Customer-requested Build Phase solution at this time. Upon completion of the Requirements Validation, Build Phase software and professional services will be validated and a mutually-executed upon Change Order may be executed as appropriate.

An overview of the Naviant Methodology is provided in Appendix A of this Statement of Work.

Project Background

Midvale City Corporation has requested assistance in planning and implementing a Plan Submission and Review process with their OnBase solution.

Project Objectives

The following business objectives were defined:

- **Plan Submission**
 - Software will allow external users to access a portal and request a portal account for submission of plans for review. Upon verification by internal users of account requests, the plan review portal page will be presented to the external users in the Software portal. External users will then be able to upload documents and submit plans for review.
- **Plan Review**
 - The Plan Review solution will route newly submitted projects or re-submitted projects to the review coordinator. The review coordinator will determine whether the project plans are complete and if so, will begin a review cycle that prevents the Software portal account users from making changes to the project or submitted documents. The coordinator will assign departments allowing those departmental users to review and mark plans in parallel, while the system tracks review decisions.
 - Reviewers will have the ability to utilize tools for plan sheet magnification, panning, and measurements. Assigned reviewers may apply markups to plans and create review comments during their review. The plan comparison tool will allow for revised plans and other plans in Software to be compared with each other through an overlay tool that shows changes in color.
 - After all reviews are complete, the review coordinator will consolidate marked plan sheets into a marked plan set, consolidate all department comments into a review comment letter, and return the set and letter to the Software portal account. This collaborative process can go back and forth as many times as necessary until plans and documents have been approved by the End User.
 - Once plans have been fully approved, the Software will allow users to copy all plan sheets to an approval status, create an approved plan set, apply stamps or signatures to approved sheets, and generate an approval letter. The Software portal account will be notified that plans have

been approved and the project will be closed within the Plan Review solution. Documents will remain viewable to End User within Software for reference.

Scope of Work

Customer and Naviant have identified the following high-level future state use case objectives for the Build Phase of this project, which may include an applicable Change Order Authorization based on the findings from the Requirements Validation.

The following capabilities will be **considered within the scope** of this project, subject to Requirements Validation activities:

1. Install the required Software components including:
 - A. Plan Review Portal (external website); and
 - B. Plan Review Unity Client.
2. Install the standard Plan Review workflows including:
 - A. One (1) coordinator lifecycle;
 - B. Two (2) review department lifecycles;
 - C. One (1) general departmental review lifecycle; and
 - D. One (1) system lifecycle for plan sheet processing.
3. Perform solution validation and a gap analysis to review pre-configured solution and update requirements documentation with:
 - A. Software portal modifications;
 - B. Software portal file upload naming convention;
 - C. Disciplines and sheet types; and
 - D. Approval stamping requirements.
4. Configure agreed-upon modifications to the standard solution, for a total of up to sixteen (16) hours of effort;
5. Configure up to three (3) plan review letter templates; and
6. Configure Software user groups specific to plan review for assignment to appropriate solution privileges.

Methodology

Included in the project scope is dedicated time for solution installation and review:

1. Following project initiation, Hyland will install in End User's one (1) non-production environment, the pre-configured Plan Review solution, and configure it for use with one (1) review type to include up to five (5) End Users' departments in the review;
2. Hyland will lead a solution demonstration and gap analysis session with End User's subject matter and technical experts to identify additional requirements and determine where modifications might be needed to the pre-configured solution;
3. Hyland will detail the requirements in a Requirements Document (RD) and provide to End User for review;
4. End User will review the requirements and provide feedback; and
5. Hyland will provide up to sixteen (16) hours to make modifications to the pre-configured solution based on the Requirements Document:
 - A. Agreed-upon modifications will be accomplished within this timeframe; and
 - B. Any modifications that cannot be completed within this timeframe will be the responsibility of Customer or End User, or a project Change Order will be required for the additional time needed for Hyland to make such modifications.

Included in the project scope is dedicated time for End User training and testing:

1. Hyland will provide one (1) administrator training and train the trainer session:
 - A. The End User system administrator(s) will be introduced to the configured solution and how to support it. The training is meant to augment the Software training courses attended and certifications received by administrator(s) from Hyland Education Services separate from this engagement. Additionally, Hyland will provide a Solution Design Document; and
 - B. The train the trainer session will help familiarize designated End User testers/trainers with the Software interface and configured functionality of the solution. As part of the session, Hyland will support End User's User Testing (UT) kickoff. This session is meant to enable the End User to test the solution functionality as defined in the requirements documentation and train additional users. This training is intended for up to ten (10) individuals. Additionally, Hyland will provide a Solution Training Guide. Customer or End User is responsible for training additional end users in preparation for go-live.
2. End User will develop test cases in line with their business processes and the agreed upon requirements of the solution in advance of the testing period; and
3. End User will perform UT and provide Hyland with a notification of any issues based on the test cases developed by End User in accordance with the agreed upon requirements. Hyland will provide support and track the reported issues using Hyland's issue tracker tool and update the End User once the issues are resolved whether by Hyland's or End User's project team. Once the UT period is complete and it is determined that all test cases comply with the RD, the solution is ready for go-live.

Included in the project scope is dedicated time for the following go-live activities:

1. Migration of the solution to one (1) End User production environment;
2. Consulting on a deployment method for End User to distribute Software to all appropriate users; and
3. Support to End User's help desk with resolution of Software/solution questions (i.e., go-live support).

Included in the project scope is dedicated time for project closure:

1. Hyland's project manager or lead resource will schedule a meeting with End User's project manager and Customer and End User's project sponsor. The agenda will include introduction to Hyland's Technical Support team, discussion of any outstanding enhancements and associated timelines, discussion of the state of the relationship between organizations, and next steps for future opportunities as requested by Customer.

Assumptions

This project is based upon the below assumptions being true. If for some reason these assumptions prove to be false, this could result in a scope change and may have an impact on the proposed cost and timeline to deliver:

Project Assumptions

1. The project includes one (1) cycle of each of the following standard implementation methodology phases:
 - A. Initial installation, demonstration, gap analysis, and requirements documentation. This includes:
 - i. Up to sixteen (16) hours for the demonstration and gap analysis sessions; and
 - ii. One (1) round of review for the Requirements Document followed by one (1) round of subsequent edits to the document by the Hyland project team.
 - B. Updates to configuration. This includes:
 - i. Up to sixteen (16) hours for agreed-upon solution modifications documented in the Requirements Document that can be accomplished within this timeframe.
 - C. End User Training and user testing (UT) which includes:
 - i. Up to twenty-four (24) hours to cover both administrator training and train the trainer session (with UT kickoff); and
 - ii. Up to twenty-four (24) hours of UT support to be provided over a two (2) week period.
 - D. Migration to production and go-live which includes:
 - i. Each to occur as a one (1) time event; and

- ii. Up to sixteen (16) hours of go live support to be provided over a two (2) week period.
2. Requests for additional rounds of demonstration, gap analysis, documentation edits, solution modifications, training, testing, or go-live, or additional time to support End User during testing and go-live, may require re-estimation of effort and pricing and/or introduce timeline delays; and
3. The project scope assumes a day-forward implementation for review of newly submitted plans through the Software portal.

Solution Assumptions

1. The solution will be implemented in one (1) non-production and one (1) production End User's Software environment;
2. The solution will be configured for use with one (1) review type for review by up to five (5) End Users' departments;
3. End User will provide the project team access to a designated single point of contact having authority to make important decisions relevant to the solution requirements and implementation;
4. End User will provide any image files required for the customization of the Plan Review portal;
5. End User will provide a .csv formatted file of all standard comments intended to be included in the Plan Review solution;
6. End User will provide electronic files for all required stamps to be placed on approved plan sets;
7. End User will provide samples of any letters currently in use and intended to be included in the Plan Review solution;
8. End User will submit all plans received for review to the solution portal on behalf of external parties; and
9. Paper documents and/or scanned images provided directly to End User outside of the Software portal will be managed by End User and uploaded to the Software portal on behalf of external users.

Deliverables

1. Project Charter;
2. Project Plan;
3. Project Status Report;
4. Requirements Document;
5. Solution Design Document; and
6. Solution Training Guide.

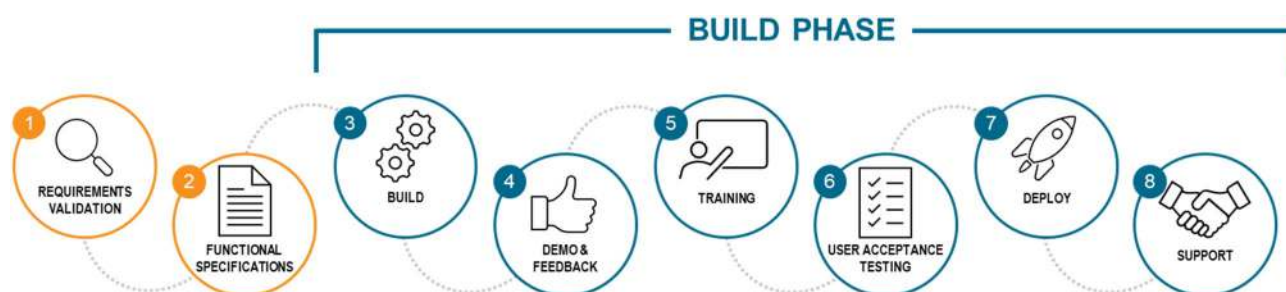
The following items are **considered out of the scope** of this project:

1. Integration with third party systems (e.g., project tracking or permitting application) including a third-party portal;
2. Support for implementation of SSO;
3. File checks/virus scan for the Software Portal account website;
4. Acceptance of payment for fees related to plan submission;
5. Conversion of in-flight plan reviews whether paper or electronic;
6. Conversion of legacy data or documents;
7. Custom/API scripting or development; and
8. Configuration of other Software modules or functionality not specifically listed within the scope.

Project Phases

The Naviant Methodology consists of multiple Phases, Discovery and Build, including multiple steps such as Discovery, Design, Build, Demo, Training, Testing, and Deploy. It is designed to ensure timely and effective delivery of Intelligent Automation solutions that meet our Customers' use case requirements and are aligned with their strategy, vision, and objectives. An overview of the Naviant Methodology is provided in Appendix A of this Statement of Work.

A comprehensive Discovery Phase including process planning and design options is not included within the scope of this SOW. In lieu of a Discovery Phase, a Requirements Validation session will be leveraged to validate functional specifications prior to the Build Phase. **The focus of this SOW is Requirements Validation and the Build Phase only.** An overview of the Naviant Methodology for the Build Phase is provided in Appendix A of this Statement of Work.



Project Deliverables

The following are project deliverables that are provided to the Customer during the phases outlined below:

Requirements Validation

- Kickoff Meeting
- Requirements Validation Project Plan
- Future State Solution Design Session (Requirements Validation)
- Functional Specifications
- Validation of Build Phase Estimates

Build Phase

- Build Phase Project Plan
- Configuration & Unit Testing
- Solution Demonstration
- Train-the-trainer Materials & Training
- Deployment Plan
- Support Transition

Change Orders

This SOW has been prepared in accordance with Naviant's understanding of Customer requirements and the "Project Scope" based on the information provided by Customer to Naviant at this time. Although Naviant makes reasonable attempts to provide accurate estimates, estimates may change as further details of the solution are identified and the final Solution Design is developed. In the event that additional products and/or services beyond those outlined in this SOW are required, a "Change Order Authorization" will be generated outlining the details, as well as time and cost estimates, of the modifications to this SOW. A Change Order Authorization must be authorized, approved, and executed by Naviant and Customer in order for the modifications to be incorporated into the SOW.

In order to ensure that assignments are carried out in a timely manner so as not to impact the project schedule, Customer is responsible for directing the work assigned to its staff and 3rd party service providers. In the event that the SOW project schedule is delayed or needs to be extended due to a failure of Customer's staff and/or 3rd party service providers to complete assigned work in a timely manner, Naviant shall be entitled to an extension of time and/or cost impact as set forth in a Change Order Authorization.

PROJECT PRICING

Software Subscription & Support				
Description	Part # / Notes	Qty	Unit Price	Total
Local Gov Plan Review Concurrent Client	GV-B-MU2-OPRIPC1_SUBS	3	\$1,440	\$4,320.00
Plan Review	OPRIPC1_SUBS	1	\$5,580	\$5,580.00
Local Gov Plan Review Integration Toolkit	GV-B-MU2-PRTIPC1_SUBS	1	\$2,880	Optional
Reporting Dashboards	RHIPC1_SUBS	1	\$4,800	Optional
Software Support Level Agreement	SLA			\$1,683.00
Hyland Premium Subscription (1 Year)			\$9,000	Included
<i>SOW must be signed by 7/31/25</i>				
Subtotal – Annual Recurring (Future years subject to Hyland’s annual price adjustment)				\$11,583.00
Invoice Based on Estimated Coterminal Subscription & Support				
Description	Existing Term Date	# Months		Total
Subtotal from Above	12/31/2025	6		\$5,791.50
Total Initial Invoice				\$5,791.50

Professional Services			
Description	Days Low	Days High	Total
Requirements Validation & Build Phase	65	81	\$118,680 - \$143,000
Post-Production Monitoring & Assistance	5	7	\$8,800 - \$12,320
Subtotal			\$127,480 - \$155,320

- Professional services will be billed on a monthly basis. Travel time will be billed to Customer at the rate of \$110 per hour. Related expenses (mileage, transportation, lodging, meals, etc.) will be billed on a monthly basis at the actual cost incurred. Related expenses billed will not exceed standard government rates.
- Software Subscription & Support will be invoiced upon receipt of Customer-executed SOW, and if applicable, Customer-required Purchase Order, with payment terms consistent with the Master Terms & Agreement.

Software Subscription & Support will be made coterminal with Customer’s established Subscription & Support expiration term. If the established annual Subscription term date is within 3 months, Customer will be billed 12 months, plus the number of months to the term date (“Coterminal Short Period”). If the established annual Subscription term expiration date is greater than 3 months away, Customer will be billed for the period between purchase date and the established term date (i.e. between 4 and 12 months). While Estimated Coterminal Subscription & Support pricing is quoted as full months, actual Customer invoicing may be prorated based on the actual number of days and months between the purchase date and established term date.

- Please note, subtotals do not include applicable sales tax. If applicable, sales tax will be assessed during the course of the project and/or on the final invoice.
- Customer agrees to abide by the provisions set forth in the Software Support Level Agreement (SLA Provisions). These provisions are available at www.naviant.com/customer-support.
- Under the Utah Immigration Accountability and Enforcement Act, Utah Code Ann. §§ 63G- 12-101 to 402, any entity physically performing services within Utah for a public employer is required to participate in Utah’s Status Verification System. Customer is a public employer. Naviant will provide Customer a certification of its compliance with this requirement prior to performing professional services under this Agreement, unless exempted by Utah Code Ann. § 63G-12-302.
- Pursuant to Utah Code § 63G-27-201, Naviant is required to certify that Naviant is not currently engaged in an economic boycott, as defined in Utah Code Ann. § 63G-27-102(5), or a boycott of the State of Israel. Naviant agrees not to engage in a boycott of the State of Israel for the duration of the Agreement. Naviant agrees to notify Customer in writing if it begins engaging in an economic boycott, which may be grounds for termination of the Agreement. Naviant will provide Customer a certification of its compliance with this requirement prior to performing work under this SOW.

SIGNATURE PAGE

CUSTOMER NAME Midvale City Corporation	
PROJECT CONTACT Juan Rosario	
BILLING ADDRESS (only required for New Customers)	SHIPPING ADDRESS
ATTENTION	ATTENTION
SPECIAL INSTRUCTIONS	
PURCHASE ORDER (PO) REQUIREMENT Is a PO Required by Customer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Purchase Order #	

This Agreement is entered into pursuant to and incorporates the foregoing, including Appendices, Exhibits and Schedules, if any, and the Standard Terms & Conditions (“Terms”) dated 9/24/2020. This Agreement represents the final description and scope of the Agreement between the parties. Any previous drafts of this Agreement or previous documents used to evaluate this project are not part of this Agreement. Naviant will not be obligated to accept any agreement which has not been signed and returned by Customer to Naviant within thirty (30) days from the date on this Agreement.

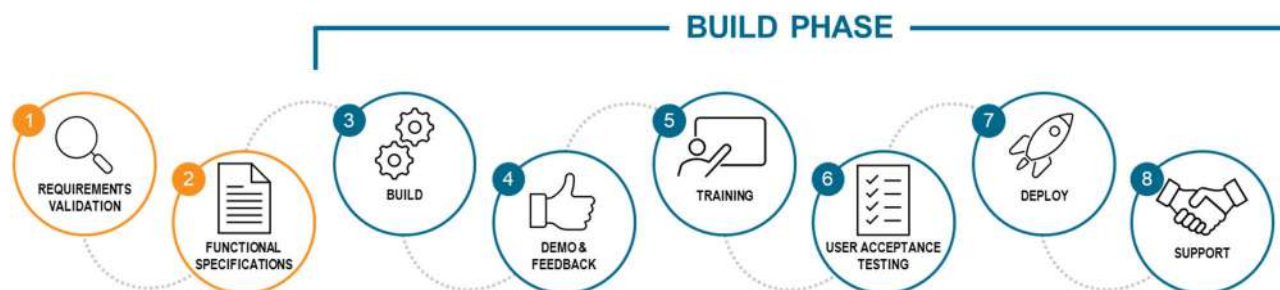
This Agreement has been prepared in accordance with Naviant's understanding of Customer requirements based on the information provided by Customer to Naviant. Therefore, it is understood and agreed that any additional hardware, software, professional services, and maintenance requests above and beyond the original scope of this Agreement will be billed in addition to those listed in this Agreement.

If a PO is required, the PO number must be inserted above upon Customer's execution of this Agreement. Any terms and conditions appearing in any PO shall have no effect unless agreed to in writing by both parties hereof.

Upon signed acceptance, please return the entire document to “Attention: Naviant Sales Support” via email or fax at purchasing@naviant.com or 608-848-0901. Acceptance creates a binding contract.

CUSTOMER	NAVIANT, LLC
NAME: Dustin Gettel	NAME:
TITLE: Mayor	TITLE:
SIGNATURE:	SIGNATURE:
DATE:	DATE:

APPENDIX A – BUILD METHODOLOGY



Post-Requirements Validation activities, the Build Phase consists of six (6) primary steps with multiple iterations of design, configuration, and feedback (steps 3 through 8). This iterative model provides the stakeholders an understanding of the project deliverables and gives them an opportunity to provide feedback and request changes prior to User Acceptance Testing.

Overall Responsibilities

Naviant

- Assign the Naviant Project Manager serving as the primary Customer contact with responsibilities:
 - Overall project management and execution.
 - Managing project budget, tasks, issues, and risks.
 - Coordinating meetings and status reports with Customer Project Lead.
 - Managing Naviant resources and schedules.
- Identify Naviant Design/Build Phase Team and commit resources.
- Work with Customer Project Manager to develop the Project Plan.
- Prepare the agenda(s) and deliver to Customer in advance of the Meetings.

Customer

- **Identify the Project Sponsor** - The Project Sponsor is the individual that has ultimate authority over the project, is involved in the project, and is the final escalation point for all issues, scope changes, and decisions. The Project Sponsor also provides project funding, approves major deliverables, and provides high-level direction. This person will champion the project with internal and external stakeholders and ensure that the appropriate personnel are made available to execute the project successfully.
- **Identify the Project Lead** - The Project Lead is the individual that is responsible for project management activities including:
 - Working with Naviant Project Manager to develop Project Plan.
 - Coordinating project activities with the Naviant Project Manager and/or the Lead Naviant Consultant.
 - Ensuring Customer resource availability.
 - Tracking of Customer-assigned tasks.
 - Managing Customer communication and status reporting.
 - Coordinate logistics for Naviant and other non-Customer team members (meeting rooms, remote access, etc.).
 - Create all Customer required documentation and ensure timely internal signoffs.
 - Commit and confirm that Project Team resources (Project Sponsor, Project Lead, Subject Matter Experts (SMEs), IT resources) will be available as needed for project sessions and activities.
- **Identify the Project Champion** - The Project Champion is an advocate for the project that has direct lines of communication to the Project Sponsor and/or key stakeholders. This position provides oversight on the project by removing blockers and ensuring the Customer is able to take overall ownership of the

solution. This resource would know the decisions made during the JAD sessions and would stay engaged during the entire project.

- **Identify the Integration Lead** - As needed, projects with multiple integrations benefit from a dedicated coordinator who manages development, unit testing and support during the project lifecycle.
- As part of the planning and initiative, review the Naviant Roles and Responsibility Matrix and identify additional lead roles as appropriate.
 - Testing Lead
 - Training Lead
 - Infrastructure Lead (network and workstation)
- Verify compliance with minimum server specifications for Development/Test Environments (if required) and Production Environment.
- Secure meeting rooms for all onsite Build Phase activities as applicable. Meeting rooms should be large enough for all onsite attendees and include the following:
 - Telecommunications equipment for remote attendees as needed.
 - A projector or television monitor.
 - A whiteboard that may be used in addition to any projection equipment.

Build & Demonstrate

The Functional Specifications are used as input to architect and complete the technical design of the solution, as well as complete any configuration, development, and unit testing within scope for the current Iteration. Naviant will facilitate a demonstration of each of the defined use cases as they are finished. A final end-to-end demonstration of the complete solution will be scheduled when all use cases have been configured within the scope of the project. The demonstration will allow the Customer to provide feedback and suggest changes to the configured solution. This session is critical to ensure that stakeholders have a thorough understanding of the solution as well as an opportunity to provide feedback and request changes prior to User Acceptance Testing. Activities in this step are typically completed remote; however, resources may need to be onsite at Naviant's discretion.

Build & Demonstrate Responsibilities

Naviant

- Architect and complete the technical design of the solution based on the Functional Specifications.
- Configure, develop, and unit test solution components in scope for the current Iteration.
- Prepare the demonstration script.
- Prepare the non-production environment for the demonstration.
- Facilitate the demonstration and Feedback Session.
- Capture any outcomes and update the Functional Specifications as appropriate.

Customer

- Verify that basic equipment needs for deployment into Customer's environment (development, test, and production) have been provided to Naviant (database server, file server with ample storage, web server if applicable, security, network's ability to handle incoming traffic, Customer machines, etc.).
- Ensure that Naviant has remote access to the Customer development, test, and production environments, as appropriate.
- Ensure that SMEs are available to answer questions in a timely manner.
- Conduct, coordinate, and unit test any additional development efforts not being conducted by Naviant. This may include integrations.
- Ensure that all appropriate Customer resources attend and participate in the demonstration and Feedback Session.

Training

Naviant utilizes a train-the-trainer methodology to facilitate end user training. Once the Customer has identified the lead trainer and lead testers that will participate in the training session, Naviant will align expectations regarding the training materials and the audience for the train-the-trainer sessions. Prior to the scheduled training sessions, Naviant will provide training documentation for the defined use cases in addition to documentation created specifically for the Customer. Naviant will then lead a training session with the customer's pre-identified team. This session will provide the Customer with hands-on experience working through specific use cases and the opportunity to leverage training materials and ask questions. The training documentation can then be adapted and used by the Customer to train their end-users.

Prior to the training, an environment strategy should be finalized. Typically, multiple environments are utilized prior to production to allow for testing and training activities.

Training Responsibilities

Naviant

- Prepare training materials for Customer lead trainers and testers.
- Conduct train-the-trainer session for Customer lead trainers and testers to Kickoff testing.

Customer

- Ensure that all appropriate Customer resources attend and participate in the demonstration and Feedback Session.
- Complete any follow-ups and/or action items that come out of the session in a timely manner.
- Define participants (Customer lead trainers and testers) for Naviant-led train-the-trainer sessions.
- Customer will be responsible for end-user training after User Acceptance Testing.
- Customer will be responsible for the review, update, and distribution of training documentation.

User Acceptance Testing

User Acceptance Testing (UAT) is the responsibility of the Customer. During UAT, the Customer will fully test the system using defined Test Scripts with the objective of accepting the solution as ready for production implementation. Naviant and Customer will work together to facilitate testing and address any open issues.

Customer training for end-users will take place towards the end of this step. The Customer is responsible for delivering end-user training to their staff. The Customer is also responsible for updating and distributing training documentation provided by Naviant during the Demo, Feedback & Training for actual use within their environment during training.

User Acceptance Testing Responsibilities

Naviant

- Work with Customer to establish a Test Plan based on the Functional Specifications.
- Work with Customer to establish Issue Management Plan including:
 - Method of tracking and reporting on issues.
 - Establish agreed-upon timeline and method to track progress for Customer questions and issues.
- Resolve issues identified as needing resolution prior to production implementation.

Customer

- Assign test team members.
- Develop a Test Plan to ensure proper end-to-end testing of the solution.
- Work with Naviant to:
 - Determine method of tracking and reporting on issues.
 - Establish an agreed-upon timeline and method to track progress.
- Complete Quality Assurance and User Acceptance Testing (UAT) activities in a timely fashion and within the agreed-to timeline as indicated in the Project Plan.

- Report and document any issues found during testing.
- Work with Naviant to review issues and determine resolution.
- Provide solution acceptance (sign-off) indicating readiness for production.
- Customer will be responsible for end-user training prior to starting Deploy (production go-live).
- Customer will be responsible for review, update, and distribution of training documentation from Demo, Feedback & Training.
- Customer will be responsible for reviewing Appendix B Training Resources for additional training opportunities.

Note: Issues are an inevitable part of implementing any solution, and typically, not all issues must be resolved before solution acceptance. Naviant and Customer will work together to review, categorize, and prioritize all issues to determine those that must be fixed before production vs. those that can be resolved in the future.

Deploy

Production deployment encompasses the activities to deploy the solution and make it production-ready before go-live. Activities in this step include defining and executing a production migration plan, ensuring desktop software is deployed on end-user workstations, and basic testing in the production environment to confirm that the migration was successful, and that the solution is fully functional.

Deployment Responsibilities

Naviant

- Work with Customer to create and review the Deploy go-live plan.
- Migrate the solution from the previous environment into production.
- Work with Customer to validate production environment functionality.

Customer

- Work with Naviant to create and approve the Deploy go-live plan.
- Ensure desktop software is deployed to all end-user workstations.
- Work with Naviant to validate production environment functionality.
- Coordinate the migration of any development not delivered by Naviant.

Production Go-Live

Production go-live is the point during which the solution is first utilized in a production capacity. The Naviant Project Team will provide a period of Go-Live Support during this phase. Naviant Go-Live Support is the stabilization period right before and immediately after project Go-Live which focuses on customer support, best practices, and system availability. The Naviant project team will provide technical and process support to the Customer's Go-Live project team. The team will leverage business process management best practices and technical knowledge and experience from the Naviant deployment and support teams to answer all questions and resolve all issues in a timely and effective manner. Go-Live Support will aid the Customer's project team in technical issue resolution and system use.

Naviant and the Customer will work together to determine the best method for Go-Live, including the following considerations:

- Stages/phases of rollout (i.e. whether the entire solution Go-Live at one time, or implemented over time by process, user group, etc.).
- How in-process work/transactions will be managed (i.e. converted into the new solution or completed via the old process/solution).

Production Go-Live Responsibilities

Naviant

- Provide Go-Live support.

Customer

- Ensure that personnel are trained and ready to use the new solution.
- Execute any procedures to manage work-in-process (if Customer-responsibility).

Support**PPMA Responsibilities**

Post Production Maintenance Assistance (“PPMA”) affords dedicated project hours that may be utilized to provide process enhancement and design changes that are requested by the Customer after Go-Live. Naviant will provide process, development and technical support to the Customer’s project team. The overall objective of PPMA is to work with each Customer, onsite or remote as applicable, to provide an opportunity for continuous process improvement and to ensure that the solution will be utilized efficiently.

PPMA Responsibilities**Naviant**

- Assign Project Team resources to work with Customer on any enhancements and design changes needed for effective use of the solution.

Customer

- Execute and utilize the full scope of the solution as timely as possible.
- Provide feedback on the solution to Naviant, including aspects that may need enhancement during the PPMA period.

Closure & Support

Once the production environment is fully functional and stabilized, closure activities will occur, including the transition of the solution from the Project Team to the Naviant Support Team.

The Support Phase begins with a Support Kickoff Meeting facilitated by Naviant’s Customer Support Engineer (“CSE”) Team to review how Customer would engage Naviant for support-related issues. CSE will review the different methods for contacting CSE, support programs, review authorized support contacts approved by Customer, share issue tracking methodology, training, and learning opportunities.

Closure & Support Responsibilities**Naviant**

- Project Team conduct a handoff meeting with the Support Team to review the overall solution and ensure support readiness.
- Accept the solution into support according to the Customer’s SLA and/or Managed Services Agreement. Please reference Appendix C - Naviant Support.
- Conduct the Support Kickoff Meeting.

Customer

- Provide final sign-off and solution acceptance, indicating readiness for the transition to support.
- Define and provide list of staff authorized to contact Naviant CSE for support (Authorized Support Contacts).
- Participate in the Support Kickoff Meeting.

Software Support Level Agreement (SLA)

Naviant’s experienced support team maintains a dedicated help desk to provide the first line of support for all Intelligent Automation solution implementations. Naviant Customers are provided with a toll-free number to use when calling in for support and will be connected directly with the help desk technician and the call will be logged into the Naviant support service system. By utilizing this streamlined approach to support, each issue will be

responded to and tracked in a timely and efficient way to minimize disruption to both system operation and work processes. Naviant is an industry leader in solutions support and is recognized by industry-leaders with a 95%+ customer retention rate for annual support renewals. The SLA provisions are available at www.naviant.com/customer-support.

Managed Services

With Naviant's flexible Managed Services offering, Customers can optionally offload support and day-to-day administrative work, while engaging directly with our software experts and business process consultants to enhance and scale your business process solutions. Naviant Managed Services offers three (3) Levels of assistance including support staff augmentation, business analysis support, and delivery services. Naviant Managed Services is provided as an enhanced service offering in addition to the services and benefits provided under the SLA.

- Proactive system monitoring provides the ability to stop issues before they start.
- Stay current with regular updates and new feature options.
- Optimize continuously with a roadmap.
- Flexible support with a wide range of dedicated resources.

APPENDIX B – TRAINING RESOURCES

Naviant is committed to providing your team updates, information, and training in your Intelligent Automation solution. In addition to the training provided by the Naviant Discovery/Build Phase team, Naviant recommends Customers to leverage the following additional Training Resources to promote self-sufficiency and encourage continued business and technical advancement. Customers will also receive a Naviant Welcome Guide which highlights the training opportunities provided by Naviant and Hyland Software.

Naviant Trainers

In addition to the train-the-trainer methodology, Naviant offers enhanced implementation and configuration-specific training and testing support to help Customers kickstart the training and testing process for additional fees.

Hyland System Administrator Training

One element critical to the success of any solution is the users' ability to effectively and efficiently work in the software on a daily basis. Hyland offers a wide array of Training courses designed to introduce end users to the basic features and technical resources to support the advanced functionality of a solution. Naviant recommends that at least one individual participate in the Hyland System Administration training class (typically \$3,000 per attendee) prior to the system being installed or within six months of installation. The course is designed to introduce new and existing system administrators to the use, maintenance, and administration of Hyland software and provide in-depth, hands-on experience using actual business scenarios. The class also investigates technical support process, effective maintenance strategies, online documentation, and other resources available to Hyland system administrators.

Hyland CommunityLIVE Conference

Hyland's CommunityLIVE Conference (typically \$3,000 per attendee for 5 days) will stretch your imagination to the limits as Hyland experts and users from around the globe demonstrate how to achieve more with your current system and how you can be the technology leader in your industry with the latest and greatest Hyland upgrades and enhancements. Innovation, collaboration, and learning opportunities abound within Hyland's platform portfolio including OnBase, Brainware, ShareBase, Enterprise Search, Medical Imaging, and more! CommunityLIVE offers the following benefits:

- Industry expert led discussions focused on best practices & areas of concern
- 200+ educational sessions & training courses offered
- Over 2,500 attendees to share best practices
- Compelling keynote speakers & networking events

Naviant Summit

Naviant Customers are eligible for complimentary attendance at Naviant's annual Summit (educational user conference). Naviant's nationally recognized Summit brings together customers, end-users, vendor partners, invited prospects, and Naviant resources to discuss industry trends, learn about new solution offerings, and recognize how to best leverage current investments in content management technologies. The annual Summit focuses on critical business issues, case studies, and solution/industry-focused educational sessions designed to bring increased value to your organization by improving the effectiveness and efficiency of your operations.

Hyland Community

As a Naviant Customer, the Hyland Community site (community.hyland.com) provides access to the global network of other customers, partners, and employees to share points of view, ask questions of subject matter experts, and research business and technical best practices. Resources include detailed product information,

industry solutions & special interests, technical & administration content, user interest groups & member events, and more!

Hyland Online Training

As a Naviant Customer, the Hyland Training site (training.hyland.com) provides access to Hyland's Classroom and Online Training Schedules, plus an extensive collection of the industries-best training topics for end-users to explore including:

- New Courses – Latest & greatest training courses
- OnBase End Users – Learn the basics of OnBase customers
- Workflow – Workflow courses for new users & experts
- Brainware – Install & create Brainware projects
- Healthcare – Courses for healthcare solutions
- System Administration – Courses for new & existing system administrators
- WorkView – Case management courses for new users & experts
- Tech Support – Learn techniques for troubleshooting
- Forms – Design, create & manage forms
- Development – Courses for IS & API developers
- Installation – Design & implement Hyland solutions
- Premium Subscription – Optional fee-based online premium subscription to 200+ hours of technical training for your entire team including end users, support, new employees, and experts

APPENDIX C – NAVIANT SUPPORT

Support Level Agreement

Support Overview

Naviant's Customer Success Team (CST) provides our customers with a structured Support Level Agreement (SLA) to meet our customers' system and business needs. These provisions are available at www.naviant.com/customer-support.

During normal business hours, Naviant's response time protocol is not to exceed three business hours for either callback phone support, remote access or onsite support to resolve the issue; however, Naviant's standard response time objective is to respond to customer support inquiries within one hour.

Support Hours

Standard Business Hours:	7:00 AM – 7:00 PM CT Monday through Friday
Weekly Evening Hours:	7:00 PM – 7:00 AM CT Monday Evening through Friday Morning
Weekend Hours:	7:00 PM – 7:00 AM CT Friday Evening through Monday Morning

Naviant SLA Overview

Phone, Live Chat & Email Support	Unlimited Support During Standard Business Hours
Standard System Upgrades	Upgrade requests to standard OnBase & ABBYY solutions every 12 months (35 hours)
24/7 Emergency Phone Support	Access to Team of Support Experts During Non-Standard Business Hours
Discounted Professional Services	Reduced Support Professional Services Rates for Time & Materials (\$175/hr during Regular Business Hours & \$205/hr during Evenings and Weekends)

Included Services

Issue Review Check-Ins	Regular check-ins to review issues, projects and discuss topics regarding your solution
Wellness Checks	Proactive wellness checks performed on your solution
Naviant Live Chat Support	Unlimited chat support during normal business hours
Access to Webinars	Access to our monthly educational webinars to increase your solution knowledge
Comprehensive Audit	A detailed audit of the current technical state of your system regarding efficiency/areas of improvement, and provides recommendations to ensure the future health of your system (40-60 hours total)
Remote License Certificate Activation	Installation and activation of licenses
OnBase SQL Settings Verifications	Regular review of your database settings to ensure optimal performance
Custom Report & Dashboard Bundle	75+ custom dashboards and reports to monitor your solution and assist with its use
Hyland Recertification	Complimentary System Admin & Workflow Recertifications at Naviant's annual Summit

APPENDIX D – OBLIGATIONS & KEY ASSUMPTIONS

The following are key assumptions that impact the success of the solution, and are applicable for all Project Areas within this proposal:

1. Naviant's project implementation methodology will be executed by the project resources.
2. Services will be provided both onsite at one (1) End User location and remotely from Naviant offices.
3. To maintain anticipated timeframes, Customer will review deliverables in accordance with the agreed upon plan. Failure to respond where needed within the designated timelines may result in project delays, loss of resources, and the execution of a Change Order Authorization.
4. Naviant and Customer will review remaining work effort throughout the project. If at any time the number of hours required to complete a project phase exceeds the number of hours estimated by the project teams for that phase, then Naviant will execute a Change Order Authorization.
5. Customer will provide appropriate access to facilities and office space for all onsite or remote work. This includes, but is not limited to, work desks, networked computers, team meeting rooms, conference phones, whiteboards, the internet and VPN connection as dictated by Customer's reasonable security measures.
6. Customer will provide Subject Matter Experts (SMEs) who are thoroughly knowledgeable about the current business practices in their respective areas and who are capable of performing their assigned project roles.
7. Customer will make commercially reasonable efforts to maintain consistent project resources throughout the project.
8. Each deliverable created will use Naviant's standard deliverable templates. Customer requested changes to the deliverable template may increase project costs or introduce timeline delays.
9. Customer will include third-party vendors or subject matter/technical experts as required.
10. Customer will assign a Project Sponsor, who will be actively involved in the project and is the final escalation point for all issues and decisions. The project sponsor will also ensure that the appropriate personnel are made available to execute the project successfully.
11. Each project is intended to be implemented in a specified timeframe. Scheduling delays that impact the project timeline will result in changes to project cost.
12. While onsite, the Naviant personnel will work during normal operating hours generally between 8:00 AM and 5:00 PM, Monday through Friday in the Customer's local time zone. When providing remote services, Naviant and Customer will discuss generally acceptable working hours and take into consideration time zone differences. Issues deemed as non-critical will only be addressed during normal business hours.
13. The installation of this solution may require assistance from the Customer's IT staff to obtain access to the servers and network devices the solution may reside on; and thus, it is required that the Customer schedule their IT resource and customer personnel assigned to this project to be available within 30 minutes of Naviant being scheduled for installation. If Naviant personnel need to wait for longer than 30 minutes for an IT resource to be available for assistance with the installation, the Customer will be charged in ¼ hour increments at the prevailing rate for the time lost. Customer will be responsible for additional equipment cabling, except as specifically set forth to be provided by Naviant. In the event Customer will be required to provide specific additional equipment prior to installation, it is the responsibility of Customer to provide the necessary versions of network OS, server software, database, hardware, browsers, and desktop OS to work with the proposed solutions prior to the scheduled Project milestone or task requiring additional equipment, or costs may be incurred by the Customer. Customer will be responsible for the actual results with hardware operations (including among other aspects, network, server or scanner speeds; personnel requirements; and costs) and results may vary from those indicated due to overall network environment, volume estimates, personnel and other factors.