



# North Ogden City

## Memorandum

**To:** Mayor and City Council  
**From:** Debbie Cardenas, Finance Director *DMC*  
**Date:** 05/18/11  
**Re:** Changes to the 2011-2012 Final Budget

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Since the May 10<sup>th</sup> Council meeting I realized that some of the changes approved by the Council had already been incorporated into the budget. The items that were not included were the 10% pay reduction in the Council's wages, and the budget cuts for the Queen Pageant and Little Miss.

This means that the estimated General Fund balance at June 30, 2012, as the tentative budget currently stands, will be 7.27% instead of 8.30% as stated in the meeting.

Having said that however, the Council asked staff to look at the following items for Final Budget consideration:

- A fee for the convenience of paying with a credit card
- Changes in the fees for the Senior Center rental
- A non-resident fee for Flag Football
- The use of 'Fee Software Packages' found online.

Memos have been attached addressing these issues. Should the Council approve a convenience fee on credit card use and the new fees for the Senior Central rental the impact would be an estimated increase to the General Fund balance from 7.27% to 7.77% or \$424,425.

Also attached is the Wage list with the correct Council wages, and a clean '5 Year Capital Improvement Plan'.

Thank you.



# Memorandum

**To:** Mayor & North Ogden City Council  
**CC:** Ed Dickie  
**From:** Lorrie Frazier  
**Date:** 5/17/2011  
**Re:** Senior Center Fees

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The following are the proposed fees:

Resident:	\$150.00	First 4 hours
	50.00	Each additional hour
	10.00	Staffing each hour
	\$200.00	Deposit
Non-resident:	\$500.00	First 4 hours
	100.00	Each additional hour
	10.00	Staffing each hour
	\$300.00	Deposit

Set-up the night before would be charged at the above rate.

We are proposing to lower the resident fees and maintain the non-resident fees. If there is a wedding scheduled on a Saturday and they want to set-up the night prior, we would charge them the \$150.00 rental fee. They would only be charged one deposit.



# Memorandum

**To:** Mayor & North Ogden City Council  
**CC:** Ed Dickie  
**From:** Dave Nordquist  
**Date:** 5/17/2011  
**Re:** Tackle Football Fees

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The City Council has asked me to research out the fee structure and history for our WFFL Flag Football League. The following is a summary of the rationale behind our current fee structure, explained to me by our Recreation Supervisor, Becca Godfrey.

There are five cities in this area that participate in our WFFL Football Program. They are: North Ogden, Pleasant View, Harrisville, Plain City and West Warren. Because of the lack of fields and small amount of participants it is necessary to have these cities combine to make up teams and a league.

North Ogden, Pleasant View and part of Harrisville combine and Plain City, part of Harrisville and West Warren combine to make up other teams. Never does Plain City, West Warren and part of Harrisville play for North Ogden! These boundaries are set by the WFFL Commissioner.

To compensate North Ogden for the use of Oaklawn Park, and access to our football program Pleasant View hosts our flag football league for grades 1-6. They supply the field, officials and supervisors for this league. Because we are using Oaklawn to play football games on we do not have another field available so this really helps with scheduling. In the winter, Pleasant View hosts our Junior High Basketball League. Pleasant View pays for the custodial fees, officials, and supervisors for this league.

**Summary:**

Over the years our recreation department has worked hard to establish a relationship with our surrounding cities so the youth in these areas can have the best recreation programs available. If we charge a resident/non-resident fee for football we will have to start paying the expenses for flag football and Jr. High recreation basketball. I hope that the City Council will let us continue with this arrangement because it is the best and least expensive way to compensate for our expenses.

Dave Nordquist

North Ogden City

Community Services Dr.

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**NORTH OGDEN CITY  
MEMORANDUM**

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**TO:** MAYOR AND CITY COUNCIL  
**FROM:** ANNETTE SPENDLOVE, CITY RECORDER  
**SUBJECT:** IT INFORMATION  
**DATE:** 5/17/2011

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At the last Council meeting it was requested that staff look at getting free service on the internet for email, office apps .etc. I have included the response from TechServ the City's IT contractor.

### Can Free Software work for us?

For the past few years these questions are asked by our clients. Although it sounds appealing, the truth of the matter is that these Free Software Packages are not really free. The costs that you do not see, is the retraining and support costs (whether that be in time wasted in googling the answer or in actual Support Contracts). In discussing Free Software we have to look at the areas you pay for your Network. The areas we will look at are the File and Print Server licenses, Email licenses, and Office Apps licenses.

#### File and Print Licenses

Currently you are using Microsoft Server software to run your network. For each client there is a license cost. This license buys you the right to save your documents to the server and to print to your printers. You might ask, "why do I have to have a license to print?" The answer is, you don't. What you are paying for is the ease of installing printers to the client workstations. This is what is called a print server. Once setup, any user can add their printer with little or no support. It's a point and click. Connections and drivers are quickly added to any machine. In fact, they can also be programmed to automatically install the printers without the users intervention. This is not the only thing the license buys you. You can also easily manage all your user accounts and computers from a centralized place. Since most workstations come with Microsoft Windows, they can all be managed. If you can login to one machine, more than likely you can move to a new machine and login. Management is by far the single most important feature. This feature saves on support costs. Need to install software on a lot of machines? Need to apply updates to some machines? Easily done. It's done from a central place. Using Free Server software it would be difficult to do this. Machine management is not available. Although user management is available in Free Server software, you most likely would still have to manage multiple accounts, one for the machine itself and then one for network access. Microsoft's Server blends them together. If I need to make a change to the login script to change or add a drive letter for the entire city, it's done from a single location. Using Free Server Software would probably require a visit to each machine to update it. Again, support costs go up. But most likely you are going

to have Server Software that REQUIRES Microsoft Server. Currently N. Ogden uses BMI for their Imaging Application and Caselle for their Billing. These run on Microsoft Server only to my knowledge. Since this is required you will be purchasing the Server Client Licenses anyway.

## Email Licenses

Microsoft Exchange is widely known to be the best Email Server for Business. Why? Because most people access email from more than one device. With Exchange, what you do on one device happens on the other device almost simultaneously. This really does not happen with other Free Email products. They use an older method of syncing and it does not work very well. And sometimes they don't sync everything. Your contacts and tasks do not get synced. How about sharing your email folders and contacts? With Microsoft its easy, its centralized. The other "Free" products either can't do that or you have to pay for that feature. And some of the more popular Free Email Apps out there are centralized and you can share Email items but they are located out on the internet. All your data is residing somewhere else. Backups are not always free. That can be an extra charge. And then what if you are on a plane? Your online email is not going to work. You HAVE to be connected in order to use it. For some businesses these services are just fine. Small offices with less than 10 people are good candidates and depending on the equipment they already own I will recommend that they try the lower cost Email options. But for N. Ogden City, I would not even consider it. Once you start to add features to the Free Email apps they are no longer free. They charge for those features and over the long run they are either the same as Exchange or more. User Management is handled separately from your Network. That's 2 places you have to manage your users.

## Office Apps

Although there are arguments whether or not Microsoft Office is the better Office Suite, its stands as the most used Office App in Business. Users are familiar with it, it works with all other Office Suites, and it works seamlessly with Microsoft products and Services. But, some consider the price high. You have 3 alternatives in my opinion. Online products like Google Apps, Cheaper software like Corel, and you have the free like Open Office (now called "Libre Office"). I will first talk about Online Apps. They do work OK, but again, your data is located somewhere else and most Online Apps do not provide Offline access as of yet. There is also no User Management that works with your Network. You have to manage your users in 2 places. Free Office Apps like Open Office do work fine for some users. But it's usually the lite users. Compatibility can become an issue which ends up wasting time in correcting the issues or frustration mounts because the issue cannot be resolved. Along with compatibility issues you will have user envy to deal with. Here you are working in your Free Open Office and the person next to you is working in Office having no issues while you are calling support wondering why the person you sent your file to is unable to open the presentation. Can Open Office work for you? Yes it can. But think it's free. You will be paying for it eventually in time wasted trying to figure out how to do something you use to do in Office. So what about less expensive Office Suites like Corel? Yes, these are good alternatives, they will save you money and most of the time will work better than the Free Software. Some people prefer them over Office. But there is one thing that all three options above do not have, Outlook. Outlook is by far the best Email program. It works with Office and is built to work with Exchange seamlessly. Yes, you could use just a web browser to access Exchange. In fact, the latest Exchange Server, which you will be upgrading to, has a fantastic Web Browser look. It looks just like Outlook. But it does not have offline access. Most people want Outlook on their machine. It provides the easiest and fastest way to access email from any location, it works offline, and it integrates with the Office Suite and Exchange. More than likely everyone will want it and buying just by itself negates the money saved by using Free and Cheaper alternatives to Office.

# North Ogden City Corporation

## ~ 5-Year Capital Improvement Plans - March 4, 2010 ~

No.	Project Description	Const. Year	Cost	Comments
<b>1. Public Works Building</b>				
a.	Form PWB Committee	2009-2010		Completed
b.	Budget for Program Study	2009-2010		Completed
c.	Purchase Land for PWB	2009-2010		5 Acre Minimum area required
d.	Form PWB Design Committee	2009-2010		In Progress
e.	Select Architect	2009-2010		
f.	Begin Construction of Project	2010-2011		
g.	Complete Construction	2011-2012	\$7,680,000	
<b>Public Works Building Subtotal</b>			<b>\$7,680,000</b>	
<b>2. Road Maintenance</b>				
a.	1050 East 2750 North Widening	2008-2009	\$0	Completed
b.	Annual Class C Road Maintenance	2010-2014	\$480,000	State reduced \$ 100K from prior years
c.	Annual Additional Funds	2011-2014	\$100,000/yr	In addition to Class C Road Funds
d.	Overlay of Ben Lomond Estates	2011-2014	\$224,000	Needed with Project 3-h
<b>Road Maintenance Subtotal</b>			<b>\$704,000</b>	
<b>3. Water Division</b>				
a.	Green Acres CI Replacement	2008-2009	\$0	Completed
b.	Standby Generator for Well #1-1050 East	2009-2010	\$0	Completed
c.	Cast Iron Replacement-500 East Area	2009-2010	\$375,000	Ready for Bid
d.	Hydraulic Valves in North Ogden Canyon	2011-2012	\$50,000	
e.	Add Pressure Monitoring Station	2011-2012	\$10,000	
f.	Exploratory Drilling for new Well #4	2010-2011	\$400,000	
g.	Cast Iron Replacement -- 3100 North	2013-2014	\$425,000	Depending on Road Conditions/Grants
h.	Ben Lomond Estates Service Repairs	2011-2012	\$150,000	Spot repairs on valves and services
i.	Equip new Well #4 -- Building & Pump	2011-2012	\$600,000	
j.	Cold Water Springs Rehabilitation	2010-2011	\$30,000	Required by State Drinking Water Division
<b>Water Division Subtotal</b>			<b>\$2,040,000</b>	
<b>4. Streets and Sidewalks Division</b>				
a.	Sidewalk Repairs and Replacement	2008-2009	\$0	Completed
b.	Annual Sidewalk Repairs and Replacement	2010 - 2014	\$50,000	Increased from \$40,000.00
c.	Safe Sidewalk	2010-2014	\$40,000	Pending School District Request
d.	2100 North Round -a-bout	2013-2014	\$500,000	ROW required
e.	CDGB Green Acres Street Improvement	2011-2015		May require 40% matching local funds
i.	Phase 1 1900 North area	2011	\$332,161	Construction cost with/out grant
ii.	Phase 2 1900 North and 600 East	2012	\$380,765	Construction cost with/out grant
iii.	Phase 3 1900 North and 450 East	2013	\$434,815	Construction cost with/out grant
iv.	Phase 4 1850 North	2014	\$557,750	Construction cost with/out grant
v.	Phase 5 1850 North 600 East	2015	\$385,480	Construction cost with/out grant
f.	Federal Washington Blvd. 2600N to 3100 N	2010-2014		Federal Project requiring 7% local match
g.	Federal Skyline Drive STP Project	2010-2014		Federal Project requiring 7% local match
<b>Streets and Sidewalks Division Subtotal</b>			<b>\$2,680,971</b>	
<b>5. Sanitary Sewer Division</b>				
a.	Sewer Main Rehab. 450 E, 2840 N	2010-2011	\$150,000	Slip lining and mahole rehab
b.	Sewer Main Rehab. 450 E, 2840 N	2011-2012	\$150,000	Slip lining and mahole rehab
c.	Sewer Main Rehab. 450 E, 2750 N	2012-2013	\$150,000	Slip lining and mahole rehab
d.	Sewer Main Rehab. 450 E, 2600 N	2012-2013	\$150,000	Slip lining and mahole rehab
e.	RV Dump Station	201102913	\$15,000	Construct with New Public Works Building
<b>Sanitary Sewer Division Subtotal</b>			<b>\$615,000</b>	
<b>6. Storm Water Division</b>				
a.	Deer Meadows Land Drain	2009-2010	\$0	Completed
b.	Master Plan Storm Drainage Projects 3300 North to Mountain Road Lomond View Drive Storm Drain	2011-2040	\$300,000/yr	Joint Funding with Developers/Impact Fees (Approximately \$8,000,000 future projects)

No.	Project Description	Const. Year	Cost	Comments
	Improvements from 2550 N to L.V. Drive			
	200 East Storm Drain			
	Flood Canyon Storm Drainage			
	2550 North Outfall Storm Drain			
	Monroe Blvd. Storm Drain			
	Coldwater Channel to Mountain Road			
	Fruitland Drive Storm Drain Collection			
	Outfall line to Mud Creek			
	SW Area Collection and Detention Basin			
	1600 North/1000 E Collection/Det. Basin			
	Pipe Open Channel in Lakeview Heights			
	Orton Park Spillway Reconstruction			
	Lakeview Basin Control Structure			
	Mud Creek Channel Piping			
	Rice Creek Basin participation			
	1100 East 2800 North Basin			
	Lakeview Heights Storm Drain			
	450 East/3100 North SD reconstruction			
	1050 East 2900 North SD Collection			
	White Rock outfall and detention basin			
Storm Water Division Subtotal			\$0	
<b>7. Parks Division</b>				
a.	Barker Park - Access roadways/park. lots	2011-2012	\$200,000	Required for local grants
b.	Barker Park - Park facilities/Landscaping	2011-2014	\$2,000,000	
c.	North Ogden Park Restroom Project	2009-2011	\$99,800	Under Construction
d.	North Ogden Park Reconstruction	2009-2013		In Progress -- Grant Funding
e.	North Ogden Park Sports Area	2010-2014		In Progress -- Grant Funding
f.	North Ogden Park Walkways	2010-2014		In Progress -- Grant Funding
g.	Cherry Way Trail Expansion 3,4,5	2009-2013		Completed
h.	Frog Rock Trails	2009-2013		Partial Completion
i.	Wadman Park Lighting	2009-2013		In Progress-- Granting Funding
j.	Baseball Field Upgrades	2009-2013		Completed
k.	Oaklawn Park Walkway	2009-2013		Completed
l.	McGriff and Green Acres Park Trails	2010-2014		On Hold
m.	Barker and Wadman Bowery Tables	2009-2013		Completed
n.	Bi-Centennial Park -- Renovate	2010-2014		On Hold
Parks Division Subtotal			\$2,299,800	

POSITION	ADOPTION		PROPOSED FOR		PROPOSED FOR 0.0% COLA	
	Effective July 2010 ANNUAL		Effective July 2011 ANNUAL		Effective July 2011 HOURLY	
	ENTRY	MAXIMUM	ENTRY	MAXIMUM	ENTRY	MAXIMUM
<b>Mayor and Council</b>						
Mayor	10,250.00	10,250.00	\$10,250.00	10,250.00	N/A	N/A
Council Member	5,125.00	5,125.00	\$4,612.50	5,125.00	N/A	N/A
<b>Exempt Employees</b>						
City Manager	82,136.33	117,454.75	\$82,136.33	\$117,454.75	39.49	56.47
Police Chief	69,331.00	97,756.30	\$69,331.00	\$97,756.30	33.33	47.00
Public Works Director	64,991.15	96,186.00	\$64,991.15	\$96,186.00	31.25	46.24
Finance Director	65,234.08	93,936.13	\$65,234.08	\$93,936.13	31.36	45.16
City Recorder/HR Director	55,959.88	85,058.60	\$55,959.88	\$85,058.60	26.90	40.89
City Attorney	55,901.45	77,143.55	\$55,901.45	\$77,143.55	26.88	37.09
Comm. Dev. Director	55,432.00	83,148.00	\$55,432.00	\$83,148.00	26.65	39.98
Community Services Director	54,890.80	80,140.65	\$54,890.80	\$80,140.65	26.39	38.53
Police Captain	53,917.05	80,874.55	\$53,917.05	\$80,874.55	25.92	38.88
<b>Grade 8</b>						
Building Official	42,008.60	67,662.30	\$42,008.60	\$67,662.30	20.20	32.53
Maintenance Supervisor	42,008.60	67,662.30	\$42,008.60	\$67,662.30	20.20	32.53
Water Supervisor	42,008.60	67,662.30	\$42,008.60	\$67,662.30	20.20	32.53
Park Supervisor	42,008.60	67,662.30	\$42,008.60	\$67,662.30	20.20	32.53
Police Sergeant	42,008.60	67,662.30	\$42,008.60	\$67,662.30	20.20	32.53
San. Sewer/Solid Waste Super.	42,008.60	67,662.30	\$42,008.60	\$67,662.30	20.20	32.53
Vehicle Shop Supervisor	42,008.60	67,662.30	\$42,008.60	\$67,662.30	20.20	32.53
<b>Grade 7</b>						
Aquatic Center Manager	39,538.35	62,248.25	\$39,538.35	\$62,248.25	19.01	29.93
City Treasurer	39,538.35	62,248.25	\$39,538.35	\$62,248.25	19.01	29.93
Master Police Officer	39,538.35	62,248.25	\$39,538.35	\$62,248.25	19.01	29.93
Mechanic II	39,538.35	62,248.25	\$39,538.35	\$62,248.25	19.01	29.93
Police Detective/Resource Officer	39,538.35	62,248.25	\$39,538.35	\$62,248.25	19.01	29.93
Senior Building Inspector	39,538.35	62,248.25	\$39,538.35	\$62,248.25	19.01	29.93
<b>Grade 6</b>						
Assistant Maintenance Supervisor	37,067.08	59,542.25	\$37,067.08	\$59,542.25	17.82	28.63
Public Works Inspector	37,067.08	59,542.25	\$37,067.08	\$59,542.25	17.82	28.63
Recreation Supervisor	37,067.08	59,542.25	\$37,067.08	\$59,542.25	17.82	28.63



POSITION	ADOPTION		PROPOSED FOR		PROPOSED FOR	
	Effective July 2010 ANNUAL		Effective July 2011 ANNUAL		0.0% COLA Effective July 2011 HOURLY	
	ENTRY	MAXIMUM	ENTRY	MAXIMUM	ENTRY	MAXIMUM
<b>Grade 5</b>						
Administrative Assistant/Special Events Coordinator	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
Admin Executive Assistant/Office Manager	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
Assistant Park Maintenance Supervisor	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
Assistant Parks & Aquatic Maintenance Tech	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
Building Inspector	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
Court Clerk Coordinator	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
Deputy City Recorder	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
Police Officer II	34,595.80	54,129.23	\$34,595.80	\$54,129.23	16.63	26.02
<b>Grade 4</b>						
Admin. ExecutiveAssistant	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
Admin.Exec.Asst/Com Dev Cord.	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
AssistantAquatic Center Manager	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
Code Enforcement	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
Park Maintenance Worker III	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
Police Officer I	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
Utility Maintenance Worker III	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
Planning Technician	32,123.50	51,422.20	\$32,123.50	\$51,422.20	15.44	24.72
<b>Grade 3</b>						
Administrative Assistant	29,653.25	48,716.20	\$29,653.25	\$48,716.20	14.26	23.42
Mechanic I	29,653.25	48,716.20	\$29,653.25	\$48,716.20	14.26	23.42
<b>Grade 2</b>						
Accounting Technician	27,181.98	44,656.18	\$27,181.98	\$44,656.18	13.07	21.47
Animal Control Officer	27,181.98	44,656.18	\$27,181.98	\$44,656.18	13.07	21.47
Court Clerk II	27,181.98	44,656.18	\$27,181.98	\$44,656.18	13.07	21.47
Department Assistant II	27,181.98	44,656.18	\$27,181.98	\$44,656.18	13.07	21.47
Parks Maintenance Worker II	27,181.98	44,656.18	\$27,181.98	\$44,656.18	13.07	21.47
Utility Maintenance Worker II	27,181.98	44,656.18	\$27,181.98	\$44,656.18	13.07	21.47
<b>Grade 1</b>						
Court Clerk I	24,711.73	39,244.18	\$24,711.73	\$39,244.18	11.88	18.87
Parks Maintenance Worker I	24,711.73	39,244.18	\$24,711.73	\$39,244.18	11.88	18.87
Department Assistant I (Perm P/T)	24,711.73	39,244.18	\$24,711.73	\$39,244.18	11.88	18.87
Utility Billing Clerk	24,711.73	39,244.18	\$24,711.73	\$39,244.18	11.88	18.87
Utility Maintenance Worker I	24,711.73	39,244.18	\$24,711.73	\$39,244.18	11.88	18.87
Utility Maintenance Worker I - Utility Line Locator	24,711.73	39,244.18	\$24,711.73	\$39,244.18	11.88	18.87