

RESOLUTION 07-2024

**A RESOLUTION OF THE CITY COUNCIL OF NORTH OGDEN CITY AMENDING
RESOLUTION 05-2024 ADOPTING AN OFFICIAL POLICY FOR CITY SPONSORSHIPS AND
EVENTS.**

WHEREAS: the City Council of North Ogden City finds that it is authorized by state law to adopt rules of procedure to govern the conduct of its official meetings; and

WHEREAS: the City Council finds that it is prudent to adopt rules of procedure; and

WHEREAS: the Council has reviewed and approves the proposed "North Ogden City Policy for City Sponsorships and Events" which is incorporated into this resolution;

NOW THEREFORE BE IT RESOLVED by the City Council of North Ogden City that the attached Policy for City Sponsorships and Events is adopted.

PASSED and ADOPTED this 22ND day of October 2024.CITY COUNCIL VOTE AS RECORDED:

CITY COUNCIL VOTE AS RECORDED:

	Aye	Nay
Council Member Barker:	_____	_____
Council Member Covering:	_____	_____
Council Member Dalpiaz:	_____	_____
Council Member Pulver:	_____	_____
Council Member Watson:	_____	_____

(In event of a tie vote of the Council):

Mayor Berube	_____	_____
---------------------	-------	-------

North Ogden City:

S. Neal Berube
North Ogden City Mayor

ATTEST:

Rian Santoro
City Recorder

RESOLUTION 05-2024

NORTH OGDEN CITY POLICY FOR CITY SUPPORTED/PARTNERED EVENTS AND ACTIVITIES

Policy for events/organizations (profit and non-profit) that involve North Ogden City resources have not been consistent. These resources vary in scope and their involvement can simply be the use of city owned facilities for little or no cost up to the city providing significant monetary and other city resources. To be consistent as fiduciary stewards of taxpayer's money, North Ogden needs to have a streamlined process to be sure the city is fair and reasonable to all its citizens. The city wants to ensure its resources are being spent legally and that all citizens can benefit from any use of city resources. This process will also address when the event/organization does **not** benefit or is open to the entire community and how the city determines whether it is still appropriate for the city to support.

To address this issue and ensure that there is transparency between the city council and citizens, the following steps will be taken.

1. Create a full list of organizations that use city resources, or the city provides some sort of service that is not provided to each citizen of the city.
2. Generate a protocol/step to ensure city resources are being spent appropriately.
3. Review the list noted in #1 to ensure the new protocols noted below are being followed and are being reviewed on an annual basis as noted in the protocols.
4. Ensure the city's liability is kept to a minimum and laws/regulations are being followed.
5. Adjust as needed any current city resource allocations.

Protocol for use of city resource:

1. General
 - a. Point of Contact (POC) is specified below for each level of involvement.
 - b. The level of approval or concurrence will depend on the level of city resources involved as specified below.
2. Levels of involvement
 - a. City Sponsored Events occur when:
 - i. The Events are open to the public.
 - ii. City funds may be expended to support those activities.
 - iii. City employees are intricately involved in the operation of the activity.
 - iv. The city may have legal liability.
 - v. These activities may include items in the "Partnered" and "Supported" categories below.
 - vi. A formal contract may exist.
 - vii. The Point of Contact is the City Manager.
 - viii. These activities are approved by the Council through the budget process.
 - b. City Partnered Events occur when:
 - i. The Events are open to the public.
 1. No fees are required for entry

- ii. City equipment/buildings are being utilized for free by a 501(c)(3) or governmental entity.
 - iii. City employees help set up or clean up.
 - 1. A maximum of 10 employee hours is available.
 - iv. The city has limited liability.
 - v. May include activities under “supported.”
 - vi. Point of Contact is the City Manager.
 - vii. These activities/groups are annually reviewed with the budget by the Council and do not require city funds, so no individual budget is provided.
 - viii. Activities and Groups can only be added by the Council.
 - 1. One-time use can be approved by the Mayor or City Manager, but a second activity must be approved by the Council.
 - c. Non-public Events by non-profits, residents and local businesses.
 - i. These groups qualify for discounts on rentals as outlined in the city fee schedule.
 - ii. Reservations are made through the city offices.
 - d. Non-public Partner events
 - i. These groups can utilize the city facilities for no cost even for events and activities which are not open to the public.
 - ii. Reservations are made through the city offices.
- 3. List of City Sponsored Events
 - a. Cherry Days
 - b. Arbor Day
 - c. Trunk or Treat
 - d. Tree Lighting
 - e. Food Truck Nights
 - f. Easter Egg Hunt
 - g. North Pole
 - h. Night Out Against Crime
 - i. Community Band
- 4. Event Partners
 - a. Just a Break Foundation
 - b. North Ogden Kiwanis
 - c. Major Brent Taylor Foundation
 - d. Northview Senior Citizens
 - e. Build Barker Park Committee
 - f. Weber Communities that Care