

Minutes of the joint work session of the Ogden City Council, also acting as the Redevelopment Agency, held on Tuesday, April 2, 2024, at 4:00 p.m., in the Council Work Room, and via electronic meeting, on the third floor of the Municipal Building, 2549 Washington Boulevard, Ogden City, Weber County, Utah.

Present: Chair Ken Richey
 Vice Chair Marcia L. White
 Council members Bart E. Blair
 Angela Choberka
 Dave Graf
 Richard A. Hyer
 Shaun Myers

Council Executive Director Janene Eller-Smith
Council Deputy Director Glenn Symes
Council Policy Analyst Steve Burton
Communications and Public Engagement Coordinator Brandon Garside
Communications Project Coordinator Eric Davenport

Also present: Chief Administrative Officer Mara A. Brown
 City Attorney Gary Williams
 Management Services Director Lisa Stout
 Information Technology Manager Brian Martinson
 Public Services Director Justin Anderson
 Public Utilities Manager Brady Herd
 Community and Economic Development Interim Director Jared Johnson
 Business Development Manager Sara Meess
 Community Development Manager Jeremy Smith
 Sustainability Coordinator Lorenzo Long
 Project Coordinator Cathy Fuentes
 Community Development Coordinator Elaine Ehrenberg
 Water Conservation Program Coordinator Matt Haack
 Business Information Center Senior Project Coordinator Julio Otay
 Deputy Business Development Manager David Sawyer
 City Recorder Tracy Hansen

The purpose of the joint work session was to review the agenda for the City Council meeting scheduled to begin at 6:00 p.m.; receive an Administrative update; receive a presentation regarding the Water Conservation Program update; discuss proposed amendments to the Natural Resources and Sustainability Stewardship Committee ordinance; discuss the Fiscal Year (FY) 2024-2025 Annual Action Plan and program guideline changes relating to the HELP Program; discuss Council business, including Public Officers' and Employees' Ethics Training, Open and Public Meetings Training, and Cyber Security training; and hear Council comments.

Agenda Review

Chair Richey and members of Council staff reviewed the items listed on the agenda for the City Council meeting scheduled to begin at 6:00 p.m.

Water Conservation Program Update

Water Conservation Program Coordinator Haack used the aid of a PowerPoint presentation to provide an update on various water conservation efforts and City programs, including efforts to meet the State-mandated conservation goal of 175 gallons daily per capita by 2065. For a copy of the PowerPoint presentation in its entirety see the information packet.

Discussion among the Council and Mr. Haack centered on incentives available to residents who pursue water conservation efforts on their property; whether the City has the opportunity for partner with Weber Basin Water Conservancy District to administer a turf conversion program that would provide incentives or discounts to water users; and the need to continue to communicate to residents the importance of water conservation, even in a good water year.

Proposed Amendments to the Natural Resources and Sustainability Stewardship Committee Ordinance

Sustainability Coordinator Long noted he is proposing to amend City Code regarding the Natural Resources and Sustainability Stewardship Committee's base membership requirements. The proposal is to allow non-resident experts to be on the

committee and to clarify that the majority of the committee is to be Ogden residents. The Committee has recommended that the City Council adopt the proposed ordinance amendment.

Discussion among the Council and Mr. Long centered on the role of the Committee and whether they have the ability to take any action that would impact tax implications for Ogden residents. The Council ultimately concluded to support the amendment and emphasized that it is important for the majority of the membership of the Committee to be an Ogden resident.

The Council then discussed the concept of changing the name of the Committee to simplify it and to clearly communicate the purpose of the committee. Mr. Long stated his preference is to change the name to “Sustainability Committee”; the Council supported the recommendation and expressed a willingness to act on the name change when taking action to adjust membership requirements for the committee.

Fiscal Year 2024-2025 Annual Action Plan: Program Guideline Changes – HELP Program

Community Development Program Coordinator Fuentes explained that when receiving federal funds for economic development and housing programs, the City is required to submit a Consolidated Plan (ConPlan) to the Department of Housing and Urban Development (HUD) every five years. The current plan covers the period between Fiscal Year (FY) 2021, beginning July 1, 2020, and FY 2025, ending June 30, 2025. The Consolidated Plan is part of the City’s application to HUD for Community Development Block Grants (CDBG) and HOME grant funding. Along with the Consolidated Plan, the City must prepare and submit an Annual Action Plan each year as part of the annual application for funds. The Annual Action Plan indicates how funding will be used during the coming year and how the grant funds will further the goals in the Consolidated Plan. It establishes annual goals and outcomes for programs and projects funded by the CDBG and other federal grant funds. The FY25 Annual Action Plan (AAP) is for the fifth and final year of the five-year ConPlan period. A new five-year ConPlan will be proposed in spring 2025. Ms. Fuentes used the aid of a PowerPoint presentation to expound on the manner in which AAP and ConPlan funding will be programmed in FY24-25. For a copy of the PowerPoint presentation in its entirety see the information packet.

Ms. Fuentes then noted that as a part of the AAP and the City’s administration of Community Development Block Grant funding, program guidelines are developed for specific programs targeting specific needs. The program guidelines serve as general parameters for how the City will use funding for that particular program. These programs guidelines are referred to in the AAP but are developed and adopted entirely by the City. Amending the program guidelines is done through a resolution adopted by the City Council. The Administration is proposing several changes to the guidelines for the Home Exterior Loan Program (HELP). The changes would increase the interest rate from three percent to four percent for 10-year loans and increase the rate from four percent to five percent for 15-year loans. The changes would also introduce income eligibility requirements for applicants which would be at or below area median income. Lastly, the changes include eligibility for homes that have housing hazards as identified by HUD’s Healthy Homes Program.

There was brief discussion among the Council and Community Development staff regarding community partnerships involving housing uses of HUD grant proceeds; eligible uses of various housing program funds; and concerns about increasing the interest rate for HELP loans and how that will impact lower-income applicants.

Ms. Fuentes concluded by presenting the schedule for Council consideration of the proposed AAP and program guideline changes for the HELP program.

Administrative Update

Chief Administrative Officer Brown noted she has heard concerns about the presence of fencing along 25th Street at the site of the 144 25th Street project; the City purchased and erected the fencing to keep the site secure and to keep people out of a dangerous area, but efforts are underway to remove the razor wire from the top of the fence given the improved status of the project.

Council member Graf asked if the 144 25th Street project will need to be re-approved before construction can resume. Ms. Brown reported the developer is working with the City to adjust their project scope in a manner that the City is comfortable with, and it will not be necessary for the developer to obtain a new permit or any other form of approval.

Chair Richey asked for information from City Administration in a future meeting regarding flooding mitigation planning for the spring of 2024. Ms. Brown stated that the City is actively monitoring waterways but does not anticipate conditions as dire as were present last year. She will communicate any updated information to the Council when it becomes available.

Council Business

Public Officers’ and Employees’ Ethics Training and Open and Public Meetings Training: City Attorney Williams used the aid of a PowerPoint presentation to provide the annual required training on the Public Officers’ and Employees’ Ethics Act and the Open and Public Meetings Act. For a copy of the PowerPoint presentation in its entirety see the information packet.

Cyber Security Training: Information Technologies (IT) Manager Martinson used the aid of a PowerPoint presentation to provide the Council with Cyber Security training. For a copy of the PowerPoint presentation in its entirety see the information packet.

The meeting adjourned at 5:55 p.m.

TRACY HANSEN, MMC/CRA
CITY RECORDER

KEN RICHEY, CHAIR

APPROVED: May 7, 2024