

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 13 January 2026

TIME COMMENCED: 6:00 p.m.

LOCATION: South Weber City Office at 1600 East South Weber Drive, South Weber, UT
Meeting streamed on YouTube on 13 January 2026 at 6:00 p.m.

PRESENT: MAYOR:

Rod Westbrook

COUNCIL MEMBERS:

Jeremy Davis
Joel Dills
Blair Halverson (excused)
Angie Petty
Wayne Winsor

CITY RECORDER:

Lisa Smith

CITY MANAGER:

David Larson

CITY ATTORNEY:

Jayme Blakesley

FINANCE DIRECTOR:

Brett Baltazar

COMMUNITY DEV MGR:

Lance Evans

CITY TREASURER:

Tia Jensen

COMMUNITY RELATIONS:

Shaelee King

Minutes: Michelle Clark

ATTENDEES: Paul Sturm, Michael Grant, Dusty Petty, and Ron Stewart.

COUNCIL OPEN

- 1. Pledge of Allegiance:** Councilwoman Petty
- 2. Prayer:** Mayor Westbrook

Mayor Westbrook welcomed those in attendance and excused Councilman Halverson from tonight's meeting.

3. Public Comment: Mayor Westbrook opened the floor for public comment and reminded those in attendance of the following guidelines:

- Each speaker must go to the podium to comment.
- State your name and city of residence.

- Please address your comments to the entire City Council.
- Each speaker will have 3 minutes or less to speak.
- Note the City Council will not be entering into a dialogue during this portion of the meeting.
- Individuals not at the podium should refrain from speaking.

(No public comment received)

Mayor Westbrook closed the floor for public comment.

PRESENTATIONS

4. 2026-2029 Mayor Rod Westbrook, Council Members Angie Petty and Joel Dills Sworn in and Administered by City Recorder Lisa Smith

5. Fiscal Year 2025 Audit Report

Ron Stewart of Gilbert & Stewart presented the Fiscal Year 2025 Audit Report explaining that the audit confirmed the city's financial statements are materially accurate, meet accounting standards, and can be relied upon. They also review internal controls and compliance with state law. One internal control issue was noted, as many accounting adjustments are made at year-end; Mr. Stewart recommended tightening monthly reconciliations and closings and involving the city's outside accounting firm more frequently to ensure timely and accurate financial information. In reviewing State law compliance, one budgetary compliance concern was identified where the city exceeded its budget, and he advised amending the budget when overruns occur and making a final year-end amendment. Council members thanked the auditors for meeting a tight deadline, asked about over-budget items, and requested documentation of all recommendations and corrective actions, which city staff committed to providing as part of the audit response.

Councilman Winsor moved to accept the Fiscal Year 2025 Audit Report. Councilwoman Petty seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Davis, Dills, Petty, and Winsor voted aye. The motion carried.

ACTION ITEMS

6. Consent Agenda

- a. December 9, 2025 Minutes**
- b. December Checks**
- c. November Budget to Actual**

Councilman Winsor moved to approve the consent agenda. Councilman Dills seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Davis, Dills, Petty, and Winsor voted aye. The motion carried.

7. Resolution 26-01: Appointing Mayor Pro Tempore

Councilman Winsor moved to approve Resolution 26:01 to appoint Joel Dills as Mayor Pro Tempore for the 2026 calendar year. Councilman Davis seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Davis, Dills, Petty, and Winsor voted aye. The motion carried.

DISCUSSION ITEMS

8. Noticing Requirements

<u>APPLICATION TYPE</u>	<u>Meeting Type</u>	<u>South Weber City Public Notice</u>	<u>Days of Notice (prior to meeting or hearing)</u>	<u>Distance of Notice</u>	<u>Compliance with State Code</u>
General Plan and General Plan Amendment	Public Hearing	Notice on City and State websites.	10 days	None	Yes
Land Use Regulation	Public Hearing	Notice on State and City Websites.	10 days	None	Yes
Subdivision Plat and Subdivision Plat Amend.	Public Meeting	Notice on State and City Websites.	10 days	Mailed notice to all properties within 300'.	Yes
Zoning map change	Public Hearing	Notice on State and City Websites. Post on or close to Property.	10 days	Mailed notice to all properties within 300'.	Yes
Conditional Use Permit	Public Meeting	Notice on State and City Websites.	10 days	None	Yes
Site Plan	Public Meeting	Notice on State and City Websites.	10 days	None	Yes
Variance	Public Meeting	Notice on State and City Websites.	10 days	None	Yes
STATE CODE Posting Requirements for specific location Land Use Applications	Post the public notice in connection with the affected area		10 days	Post in a public location in or near the affected area that is reasonably likely to be seen by: (A) residents of the affected area; or (B) if there are no residents within the affected area, individuals who pass through or near the affected area;	

City Manager David Larson noted that Community Development Manager Lance Evans did an excellent job double checking state code and city code and creating this chart. He added the city code matches exactly what the state code requires. State code requires public notice on both the city and state websites. Certain land use actions require a posting near the property which is accomplished with the A-frames placed around town. Specific courtesy notices are mailed to properties within 300 ft although not required by law. City Attorney Jayme Blakesley urged the council to use caution at putting things into city code they know are not required by state law. Councilman Dills received complaints of notices not being received and suggested putting more organization into the process of notification and keeping track of who was sent public notices. Response was given that the city keeps a dated copy of notices with the mailing addresses. Citizens can sign up through the state website to register and receive an email for any public notice for South Weber City. Councilwoman Petty proposed the city send property notifications for conditional use permits, specifically short term rentals. Mayor Westbroek did not favor amending the city code noticing. Councilmember Davis agreed. City Attorney Jayme Blakesley noted sometimes notifications can give the wrong expectation and confusion when it is an administrative function and residents come thinking it is legislative. Councilman Winsor proposed mailings should be a standard operating procedure.

REPORTS**9. New Business**

Mayor Westbrook announced Councilman Dills has expressed an interest in serving on the Legislative Policy Committee. Council agreed to that appointment.

10. Council & Staff

Councilman Winsor: reported there is no recent activity on the gravel pits. They do not know which gravel pits will be serving the Davis Corridor Project. He updated everyone on the Public Treasurer's Investment Fund (PTIF).

Councilman Davis: shared the Public Safety Committee will be meeting in two weeks.

Councilwoman Petty: updated everyone that she and Community Relations Shaelee King are researching options for The Breeze.

City Manager David Larson: related the new Public Works Facility is substantially complete and transition has begun. He and the Mayor will be meeting with the contractor concerning timing of ownership.

ADJOURNED: Councilwoman Petty moved to adjourn the meeting at 6:46 p.m. Councilman Winsor seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Davis, Dills, Petty, and Winsor voted aye. The motion carried.

APPROVED: _____

Date 02-24-2026

Mayor: Rod Westbrook

Transcriber: Michelle Clark

Attest: _____

City Recorder: Lisa Smith