

OGDEN VALLEY CITY COUNCIL

NOTICE OF OGDEN VALLEY COUNCIL WORK SESSION MEETING

January 12, 2026, 12:00 p.m.

Huntsville Town Hall, Council Chambers, 7474 East 200 South, Huntsville, Utah

Name	Title	Status
Janet Wampler	Mayor	Present
Tia Shaw	Council Member	Present
Peggy Dooling-Baker	Council Member	Present
Kay Hoogland	Council Member	Present
Chad Booth	Council Member	Present
Don Hickman	Council Member	Present
Sharon Robbins	Recorder	Present
Kathy Zindel	It Director	Present

1. Call to Order by Mayor Wampler at noon on January 12, 2026.

- a. Pledge of Allegiance led by Mayor Wampler.
- b. Moment of Silence for approximately one minute.
- c. Additions to the agenda – Mayor Wampler added items to the agenda: OVPSA discussion, Council member updates/Gantt, and a section for Council comment.

1c. OVPSA – there has been a lot of discussion about OVPSA from residents interested in having the City take responsibility for it. Mayor Wampler indicated it is not an easy proposition, since some of the areas in OVPSA are outside of the City boundaries. There is a meeting set up about this topic that some Council members and residents are attending.

Gantt - The Microsoft Project schedule used during transition also included incomplete tasks. The project schedule also includes tasks that were listed as lower priority and not part of the initial plan. Each council member was asked to review the project schedule and add their names to tasks in their portfolio. Mayor Wampler indicated that some of the tasks showing as incomplete have since been completed. This project schedule was not reviewed in detail in the meeting.

Council comment – no additional Council member comments.

2. Review OVC Organization and Staffing Responsibilities

The City Council members reviewed a PowerPoint slide of the portfolio areas each is assigned. There was discussion around assignments, and each Council member indicated they were fine with their portfolio. One point of discussion was the portfolio areas with two Council members assigned i.e., Planning/Land Use. There is a (1) or (2) designation for each of these areas. The concern was multiple members with accountability. The Council members indicated they would prefer to leave this designation in place to provide backup and support from multiple members.

3. Discussion of the Development Work Plans for Portfolios

PowerPoint slides were shown with an AI summary of the responsibilities that may be included for that specific area of responsibility. Each Council member should determine what tasks are included in their portfolio.

Each Council member was asked to identify and to prioritize the work for their portfolios for the next six months. They were also asked to identify the funds available for their areas based on the FY26 budget.

4. MS Planner Training

The Council members were given a brief overview of the Kanban process – to visualize and manage their work. This process is to be used in conjunction with Microsoft Planner boards for the Council members to be able to show a high-level status in the Council work sessions.

A proposed Planner board format was reviewed with descriptions of each of the components of the board. Kathy Zindel provided a demo of the Planner board that she has set up for IT Services for the City.

Sharon Robbins (Recorder) and Kathy Zindel (IT Director) are available to assist with setting up the Planner boards.

5. Adjournment - Mayor Wampler closed this meeting for the Special Session to begin at 2:30pm..

The January 3, 2026 City Council minutes were Approved by the Ogden Valley City Council on the 3rd day of February. 2026.

Signature: *Sharon Robbins*

Printed Name: Sharon Robbins