

Minutes of the work session of the Ogden City Council held on Tuesday, December 16, 2025, at 4:00 p.m., in the Council Work Room, and via electronic meeting, located on the third floor of the Municipal Building, 2549 Washington Boulevard, Ogden City, Weber County, Utah.

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

Council Executive Director Janene Eller-Smith
Council Assistant Executive Director Glenn Symes
Council Senior Policy Analyst Steve Burton
Communications Director Brandon Garside
Communications Specialist Eric Davenport

Also present: Chief Administrative Officer Mara A. Brown
 Management Services Executive Director Lisa Stout
 Finance Director Justin Sorensen
 Assistant Finance Director Korahle Jensen
 Justice Court Administrator Pam Richardson
 Airport Director Brian Condie
 Community and Economic Development Assistant Executive Director David Sawyer
 Chief Deputy Recorder Lee Ann Peterson

The purpose of the work session was to review the agenda for the City Council meeting scheduled to begin at 6:00 p.m.; review the Fiscal Year (FY) 2025 Annual Fraud Risk Assessment report; discuss Council business; and hear Council comments.

Agenda Review

Chair White 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. There was brief discussion about the format of the farewell reception event scheduled for 4:30 p.m.

Fiscal Year 2025 Annual Fraud Risk Assessment Report

The Fraud Risk Assessment is completed every year and is presented to the governing board before the end of the year. The assessment is also certified by the city's Chief Administrative Officer and Chief Financial Officer and is submitted to the Office of the State Auditor.

Assistant Finance Director Jensen used the aid of a PowerPoint presentation to review the 2025 Annual Fraud Risk Assessment Report, noting that this presentation was an audit requirement that must be completed before year-end. The City scored 355 out of 395 possible points, placing it in the "low fraud risk" category. Ms. Jensen identified two areas where the City scored zero points: 1) governing body members had not completed required online training within their 4-year term, and 2) the City lacks a formal internal audit function. She explained that completing the training would add 20 points to the City's score, moving it to the "very low fraud risk" category. Regarding the internal audit function, Ms. Jensen noted this would require either additional employees or hiring an outside consultant. The fraud risk assessment evaluates several areas including:

- Separation of duties for various procedures;
- Policies for high-risk fraud areas like purchasing cards and travel;
- Management and accounting department certifications (Management Services Director Lisa Stout is a CPA, while Ms. Jensen and Finance Director Sorensen hold CGFM certifications);
- Ethical behavior commitments signed annually by employees and officials;
- Training completion requirements;
- Availability of a fraud hotline (which the City has established); and
- Existence of a formal audit committee (which the City has).

Vice Chair Hyer asked about the training requirement, noting he had completed similar trainings for other entities but not specifically for the City. Ms. Jensen explained that the training has been a requirement for about five years, and staff would send a link to the required training at training.auditor.utah.gov.

Chair White expressed appreciation for the work done on the fraud risk assessment, noting its importance to the city's financial sustainability and bonding processes.

Council Business

Email Accounts: Council Member Choberka asked how long Council members' email accounts would remain active after their terms ended. Council staff indicated they were working with the City's Information Technologies (IT) Division on this issue, noting that ideally accounts would remain active for a couple of weeks to allow for forwarding messages.

Board of Health Appointment: Vice Chair Hyer apologized to Council Member Choberka for failing to inform her that Council member Myers had accepted the Board of Health assignment she had previously held.

Marshall White Center: The Chair inquired about the possibility of offering gift cards to the Marshall White Center as a way to encourage more people to visit the facility. Comptroller Sorensen stated he would look into whether the Center's software had gift card functionality and get back to the Council.

Ogden Airport: Airport Director Condie was present and acknowledged by Council member Myers, who expressed satisfaction with the progress made on airport management documents over the past year. Mr. Condie briefly mentioned that the Airport had completed two documents in compliance with the Master Plan and were pleased with the progress. Council member Myers noted that airport issues had been a contentious topic during his election campaign two years ago, but the situation had improved significantly due to Mr. Condie's efforts to build trust and consensus.

Community Renewable Energy Agency hearings: Council member Richey requested an update on the ongoing hearings being held by the Community Renewable Emergency Agency (CREA). Council Executive Director Eller-Smith and Council Member Choberka summarized the complex technical hearings that had taken place earlier that day. Key issues discussed in the hearings included:

- Disagreements between the agency and Rocky Mountain Power regarding program management;
- Whether the Agency should fund a full-time position to manage the program;
- How renewable energy credits should be handled and who gets credit for them;
- The amount of money needed in escrow (Rocky Mountain Power initially wanted 12 years of payments);
- Timeline concerns with Rocky Mountain Power proposing a schedule that might delay progress until July 2027;
- Questions about what happens if a high percentage of residents opt out of the program;
- How the program affects renters who move; and
- Disagreement on whether fees should be fixed or based on usage.

Council members noted that several issues remained unresolved, including the length of the opt-out period, the agency wanted six months while Rocky Mountain Power wanted three months. The hearings were continuing, with public testimony scheduled for 6:00 p.m. that evening.

The meeting adjourned at 4:29 p.m.

LEE ANN PETERSON, MMC
CHIEF DEPUTY CITY RECORDER

MARCIA L. WHITE, CHAIR

APPROVED: February 17, 2026