



SMITHFIELD CITY COUNCIL MINUTES February 25, 2026

The Smithfield City Council met in a specially scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, February 25, 2026, at 6:00 p.m. Mayor Aaron Rudie was in the chair.

Opening remarks by Jay Downs

Council Members in Attendance: Jay Downs, John Engler, Chris Olsen, Todd Orme, Jenn Staker

City Staff: Justin Lewis (City Manager), Dana Lazcanotegui (City Recorder), Jeremy Hunt (Fire Chief), Brian Boudrero (Planning Manager), Clay Bodily (City Engineer), McKenzie Nelson (Planning Assistant)

Planning Commission Members: Jim Marshall, Klydi Heywood, Michael Beckstead, Jon Meier, Lane Henderson

Visitors: Lee Helms, Lupe Helms, Carmen Ordonez, Lizette Villegas, David Forrester, Wendy El-Bakri, Seth Tait, Whitney Loveday, Caralee Stokes, Russell Smart, Kory Larsen

PRESENTATION AND DISCUSSION WITH REPRESENTATIVES OF OLSON & HOGGAN, LLC.

Seth Tait, attorney with the Logan-based law firm of Olson & Hoggan, addressed the Council. Mr. Tait has been legal counsel for the City for approximately eight years. The City has maintained a professional relationship with Olson & Hoggan for several decades.

Mr. Tait provided training to the City Council, Mayor, and members of the Planning Commission, followed by a question-and-answer session.

The following topics were discussed:

- LUDMA (Land Use, Development and Management Act)
- Legislative decisions versus Administrative decisions
- Examples given: Annexation – Legislative, Subdivisions and developments – Administrative, Conditional-Use Permits – Administrative, Zoning – Legislative, General Plan Amendments – Legislative, ADU (Accessory Dwelling Unit) permit – Administrative, Business License – Administrative, Building Permits – Administrative, Zoning Code changes – Legislative
- Administrative Land Use Authority

- Code Section 17.08.040 “Rezoning”
- Utah Public Meetings Act
- In Smithfield a quorum of the planning commission is four members in attendance
- In Smithfield, a quorum of the city council is three members in attendance
- Closed meetings, when they are allowed and what the requirements are
- Public clamor
- Best practices for meeting with developers, residents and when the council wants to collaborate on items
- Best practices for public input on planning commission and city council items
- Clarification on communication between the city council or planning commission via email or text message

The meeting adjourned at 7:11 p.m.

SMITHFIELD CITY CORPORATION

Aaron Rudie, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

Public Notice is given that the Smithfield City Council will meet in a specially scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, February 25, 2026**. The meeting will begin at 6:00 PM.

Welcome/pledge of allegiance and thought/prayer by Jay Downs

1. Presentation and discussion with representatives of Olson & Hoggan, LLC.

This is a public meeting; however, public comments will not be accepted.

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7997, at least three (3) days before the date of the meeting.