



MINUTES OF THE SOUTH OGDEN CITY COUNCIL WORK SESSION AND CITY COUNCIL MEETING

TUESDAY, MARCH 3, 2026

WORK SESSION – 5 PM IN EOC ROOM

COUNCIL MEETING – 6 PM IN COUNCIL ROOM

WORK SESSION MINUTES

COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Jeannette Smyth, Doug Stephens, Jeremy Howe, and Clayton Peterson

Note: Council Member Smyth joined the meeting electronically

COUNCIL MEMBERS EXCUSED

Mike Howard

STAFF MEMBERS PRESENT

Assistant City Manager Summer Palmer, Finance Director Peter Anjewierden, Public Works Director Jon Andersen, Fire Chief Cameron West, Police Chief Darin Parke, City Planner Alika Murphy, Communications and Events Manager Danielle Bendinelli, Accounts Payable Clerk Lori Hurd, and Recorder Leesa Kapetanov

OTHERS PRESENT

Auditor Marcus Arbuckle joined the meeting electronically

Note: The time stamps indicated in blue correspond to the audio recording of this meeting, which can be found by clicking the link:

https://cms7files.revize.com/southogdennew/document_center/Sound%20Files/2026/CC260203_1659.mp3?t=202602041158220&t=202602041158220 or by requesting a copy from the office of the South Ogden City Recorder.

I. CALL TO ORDER

- At 5:10 pm, Mayor Porter called the meeting to order. He excused City Manager Matt Dixon then and called for a motion to begin.

00:00:00

Council Member Howe so moved, followed by a second from Council Member Stephens. Council Members Smyth, Stephens, Howe, and Peterson all voted aye.

- The mayor also excused Council Member Howard and announced that Council Member Smyth was joining the meeting electronically

00:00:36

II. REVIEW OF COUNCIL MEETING AGENDA

- No one had questions about agenda items

III. DISCUSSION ITEMS

A. Questions/Discussion on Audit

- City Finance Director Peter Anjewierden introduced Auditor Marcus Arbuckle who then reviewed the audit and the findings in the supplemental report

00:03:01

- Questions/Discussion by Council

00:13:37

B. Update on Special Events Permit

- Assistant City Manager Summer Palmer reviewed the special events permit. She used visuals as part of her review. See Attachment A.

00:20:39

- Discussion

00:30:37

IV. ADJOURN

- At 5:59 pm Mayor Porter called for a motion to end the work session

00:39:17

Council Member Howe moved to adjourn the work session, followed by a second from Council Member Peterson. The voice vote was unanimous in favor of the motion.

COUNCIL MEETING MINUTES

COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Jeanette Smyth, Doug Stephens, Jeremy Howe, and Clayton Peterson

Note: Council Member Smyth joined the meeting electronically

COUNCIL MEMBERS EXCUSED

Mike Howard

STAFF MEMBERS PRESENT

Assistant City Manager Summer Palmer, Finance Director Peter Anjewierden, Public Works Director Jon Andersen, Code Compliance Official Guillermo Garcia, City Planner Alika Murphy, Communications and Events Manager Danielle Bendinelli, and Recorder Leesa Kapetanov

MEMBERS OF THE PUBLIC PRESENT

Tyler Murphy, Marcus Arbuckle- Keddington & Christensen joined the meeting electronically

Note: The time stamps indicated in blue correspond to the audio recording of this meeting, which can be found by clicking this link:

https://cms7files.revize.com/southogdennew/document_center/Sound%20Files/2026/CC2602031759.mp3?t=202602041200230&t=202602041200230 or by requesting a copy from the office of the South Ogden City Recorder.

I. OPENING CEREMONY

A. Call To Order

- Mayor Porter called the meeting to order at 6:13 pm
00:00:00

B. Prayer/Moment of Silence

- The mayor led those present in a moment of silence

C. Pledge Of Allegiance

- Council Member Peterson led everyone in the Pledge of Allegiance
- Mayor Porter called for a motion to open the meeting
00:00:46

Council Member Howe so moved. The motion was seconded by Council Member Peterson. In a voice vote Council Members Howard, Stephens, Howe, and Peterson all voted aye.

IV. RECOGNITION OF EMPLOYEES

No employees were recognized at this time

V. PUBLIC COMMENT

No one came forward to comment. Mayor Porter said he expected officers from Bonneville High School to be present for public comment. He would give them the opportunity to comment when they arrived.

00:01:00

VI. RESPONSE TO PUBLIC COMMENT

- Not applicable

VII. CONSENT AGENDA

Approval of February 3, 2026 Council Minutes and January 23-24, 2026 Strategic Planning Meeting Minutes

- Mayor Porter asked if any corrections needed to be made to the minutes. City Recorder Kapetanov mentioned a correction that she needed to make. The mayor called for a motion to approve the consent agenda with the suggested correction.

00:01:23

Council Member Peterson so moved. The motion was seconded by Council Member Howe. All present voted aye.

- At this point, the Mayor took the opportunity to excuse Council Member Howard who was out of town and then announced that Council Member Smyth was joining the meeting electronically.

00:02:35

VIII. AUDIT REPORT

- Finance Director Peter Anjewierden commented about the audit then turned the time to Marcus Arbuckle from Keddington & Christensen to report on the FY2025 audit

00:03:03

- The Bonneville High School Student Body Officers had arrived during the audit report, so Mayor Porter allowed them to come forward at this time. They asked for a donation from the City for their graduation party. 00:12:51

IX. DISCUSSION / ACTION ITEMS

A. Consideration of Resolution 26-04 – Approving an Agreement with TimeClock Plus for Use of Time Keeping Software

- Finance Director Peter Anjewierden gave an overview of this agreement and the reason staff was recommending it 00:14:18
- Questions by Council 00:20:27
- Mayor Porter called for a motion to approve Resolution 26-04 00:26:02

Council Member Howe so moved, followed by a second from Council Member Peterson. The mayor asked if there were any further comments, and seeing none, he called the vote:

Council Member Stephens -	Yes
Council Member Smyth -	Yes
Council Member Howe-	Yes
Council Member Peterson-	Yes

The agreement with TimeClock Plus was approved.

B. Consideration of Resolution 26-05 – Approving and Interlocal Agreement with Weber County Relating to the Delivery of Municipal Solid Waste to the Weber County Transfer Station

- Mayor Porter explained that at his WACOG meeting the previous evening they had discussed the Transfer Station. Due to some new information presented at the meeting, it would not be appropriate to approve the agreement at this time. 00:26:25
- Mayor Porter called for a motion to table Resolution 26-05.

Council Member Howe so moved. Council Member Peterson seconded the motion. The mayor made a roll call vote:

Council Member Peterson-	Yes
Council Member Howe-	Yes
Council Member Smyth-	Yes
Council Member Stephens-	Yes

The resolution was tabled.

X. REPORTS/DIRECTION TO CITY MANAGER

A. City Council Members

Council Member Smyth - 00:27:17
Council Member Howe - 00:27:53
Council Member Stephens - 00:29:09
Council Member Peterson - nothing to report

B. Assistant City Manager 00:31:09

C. Mayor 00:40:14

XI. ADJOURN

- At 6:57 pm, Mayor Porter called for a motion adjourn
00:43:19

Council Member Stephens so moved. Council Member Howe seconded the motion. The voice vote was unanimous in favor of the motion.

I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Work Session and Council Meeting held Tuesday, March 3, 2026.


Leesa Kapetanov, City Recorder

April 7, 2026
Date Approved by the City Council

ATTACHMENT A
Special Events Permit Presentation

SPECIAL EVENTS AND PARK RENTALS



SPECIAL EVENTS

- Events not sponsored by the City but use public property
- What we heard:
 - We want to encourage activation of our public spaces and allow use as often as possible
 - We want to limit staff time, infrastructure destruction and reduce City liability
 - Eliminate “red tape”, make the process easy



EVENTS COMPONENTS

- Events may be open to the public or private
- Event organizers are non-profit or for-profit, neither
- Events vary in size (over/under 100)
- Specific elements, e.g., fireworks, vendors,
- Depending on these various factors, event organizers may be required to provide private insurance coverage for their event.



SPECIAL EVENT PERMIT

- Special Events and Park (bowery) Reservation online form on [website](#)

