OGDEN VALLEY CITY COUNCIL
MINUTES FOR OGDEN VALLEY COUNCIL WORK SESSION MEETING
March 23, 2026, 2:00 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
   a. Pledge of Allegiance led by Mayor Wampler
   b. Moment of Silence for approximately one minute
2. Planning Update:

The revised Planning Commission hearing is scheduled for March 31st. The agenda will include FR3, FV3, AV3, RE15/20, the General Plan, new proposed zoning map and a subsection of the Definitions. The post cards will go out, and courtesy letters for those with zoning changes. The Planning Commission will move changes to the City Council the same night if the public comments are OK, or April 7 if more time is needed. Council member Dooling-Baker indicated there will be copies of the posted documents in the City Offices for people to view.

It was discussed whether the City Planner calendar could be shared with the public. The answer is yes, with a disclaimer.

The Mayor recommended that City Council members start reading the documents now, prior to the hearing so that the Council can react to them quickly.

Council member Hickman recommended the Council meet and decide what they want to do after the hearing. If there was anything that could be considered controversial in the public comments, the Council may want to hold its own hearing. The Council should reserve the right to slow or hurry the zones for approval to ensure the first zones are right.

3. Discussion on Consent Items:
   Minutes: 3.2.26
   Invoices: JUB, Caselle

No discussion.

4. Discussion on Advisory Committees

Council member Hickman indicated he has started getting the AG committee going. He is working with Iain Hueton to author sent to the Council members with suggested ways of working, names of potential members, etc. Iain has also authored a newspaper article regarding setting up this committee. Mayor Wampler indicated the committee should be open to join. Council member Hickman indicated that is the intent.

Iain Hueton stated via Zoom the intent of the document is to share a vision, not give the committee a blank slate. The areas addressed should include irrigation and zoning and not be scripted.
July 1st.
Mayor Wampler indicated the committees would provide advice to the City Council, not to the Planning Commission.

Council member Hoogland applauds the effort to move forward and offers a committee lifecycle document on how to complete formation of the committee to support these efforts.

Council member Hickman indicated he has not started working with a potential water committee yet.

5. Update on Impact Fees

Council member Hickman indicated that engineering has provided a fee fund plan to Finance. This effort will include a 10-day notice, public hearing and vote by the City Council. There is a 90-day wait period from adoption to ability to collect fees. The earliest the fees can be adopted is July 1st. There will be a period between now and July 1st where the City will not be able to collect fees ("donut hole").

We will be using Weber County's IFPs and IFAs as the basis of the first tranche of impact fees. Then will conduct further analysis to look at fees as they exist for our City now versus what Weber County put in place 5 to 10 years ago.

Mayor Wampler indicated the City wants the size of the donut hole as small as possible. This does not guarantee that builders will pay impact fees. It is a question of when the ordinance is adopted and the 90-day waiting period.

Council member Hickman indicated the new fee structure and donut hole is what is being done looking forward. Council member Hoogland will speak to the historical impact fee process.

Council member Hoogland stated there are impact fees in trust with Weber County for current build efforts that may stay with the County or move to the City. The fees will remain in trust until the City takes them over.

6. Update on Permit/Inspection RFP

Council member Hickman indicated the City is leaving revenue on the table. The RFP is out and companies are interested. He expects to have responses in the next two weeks. They will source select by April 7th. Glen Gammell from Harrisville is helping. Council member Hoogland recommended they get advice about whether a public meeting is needed.

Council member Hickman noted that code enforcement was not included in the permit/inspection RFP.

7. Council Comments

Council member Shaw asked if she can start working on setting up the Emergency Preparedness Committee. She has a meeting on March 24th with a group she has been working with. She was invited to initiate the Emergency Preparedness Committee as part of the City functions. She asked how formal the committee needs to be. The Council members recommended the committee can be as formal as needed to meet its goals. She indicated that committee members will need education on emergency preparedness. She is getting information from Weber County.

Council member Dooling-Baker indicated she is working on getting post cards and letter out for the Planning Commission. She is working with United Way. There is a Board meeting quarterly. They work with parents, students and advisors. She is asking how to interface with them.

Council member Dooling-Baker asked about whether Blue Stakes is required. She will work with Council member Hickman offline.

Council member Hoogland sent communications information to the Planning Commission and the Communications volunteers. Newspaper articles are due no later than March 24th. If Council members send ideas with bullets, the Communications team can draft articles. Council member Dooling-Baker indicated these articles could also go on the website.

Council member Hoogland has been working on several legal matters and contracts.

She indicated the City Council needs to start working on the next budget year. Sherrie Broadbent has provided a preliminary budget.

She is receiving calls regarding non-compliance and construction without permits and will send the information to Council member Dooling-Baker.

Council member Hickman indicated the City was awarded a TPA grant of $175K.

He has asked JUB to look at standing up a GIS for the City, and addresses. He has a quote from JUB to complete the engineering overlays.

For questions from residents, please note that some roads are managed by UDOT (Highway 158, Highway 39, etc.)

Mayor Wampler reminded City Council members to send their availability to cover April office hours.

She asked the Council members to review and provide content for the website and indicated the Council drives this content.

She asked about when the Vision Statement will be ready for review with comments due by Wednesday, March 25th and she will put it on the agenda or next week.

8. Adjournment **Council member Hoogland motioned to adjourn the meeting. Council member Hickman seconded the motion. All Council members voted aye (5-0).**