MINUTES FOR OGDEN VALLEY COUNCIL MEETING

Tuesday, August 4, 2026 Time: 6:00 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	Absent
Corbin Gordon	City Attorney	Present
Sharon Robbins	Recorder	Present
Kathy Zindel	IT Director	Present
Corbin Gordon	City Attorney	Present via Zoom

1. Call to Order by Mayor Wampler at 6:00pm
    a. Roll Call – Council member Hickman is absent
    b. Pledge of Allegiance led by Mayor Wampler
    c. Moment of Silence for approximately one minute

2. Public Comment (at the discretion of the Mayor). All public comment shall: 1) only be made by those after the person states his or her name and address for the record; 2) may last no longer than 2 minute unless otherwise allowed by the Mayor; 3) must be germane to the authority of the City Council and be directly related to city programs, projects, services or events; and 4) may not address an item already on the agenda.

No public comments.

3. Standing Items
    a. Planning Update

A Planning Commission hearing is scheduled for August 25th at 6:00pm to discuss changes to the Shoreline zone.

b. Litigation Update

There is a motion for TRO pending before the Utah Supreme Court. The City filed the reply brief. Oral arguments can be heard any day.

c. Finance/Budget and Truth-in-Taxation Update

The City continues down two paths – FY27 budget and Truth-in-Taxation. This information is discussed in every meeting.

The public hearing on Truth-in-Taxation is scheduled for August 11 at 6:00pm.

Information about the budget, and articles are posted on-line.

d. Proposed Property Tax Impact Schedule

The Property Tax Impact Schedules are available in each meeting, posted on-line and in the office.

4. Consent Agenda
    a. Minutes
    b. Approval of Payments
    c. Approval of New Business Licenses

Council member Hoogland moved to approve the items in the Consent agenda. Council member Shaw seconded the motion. All council members voted aye (4-0).

5. Resolution 2026-47: Authorizing a Statement of Work for the License of MuniCode Software and Related Services.

Council member Hoogland indicated an internal team is looking at the software. It looks like an incredible tool that would benefit the City greatly. There is a draft MSA to review and negotiate terms to complete a final contract. The tool cost is in-line with the budget allotment.

6. Council Training: Presentation by Corbin Gordon.

City Attorney provided some training / guidance regarding what is appropriate in meeting with developers or any resident.

- 1 or 2 Council members can meet with developers; a quorum should not be present at a meeting.
- It is OK to discuss general policy issues.
- It is NOT OK to discuss applications; if there are questions about applications or permits, they should be referred to the planning staff.
- Discussions should be informal and not speak officially for the City until the matter has been run by the City Council.
- Council members should not talk with developers or residents about anything that may come to the City Council.
- Involve staff on discussions about developer agreements; staff needed depending on topics being discussed.
- Council members can interact with advisory councils, such as for business, developers/ realtors.

One of the main guidelines is to consider if the interaction is legislative or administrative. For legislative, Council members can talk to the people impacted.

There was a question about a dust ordinance. Council members were requested to provide this to the City Planner if something is wrong.

7. Lt. Governor's meeting, content and who to attend, discussion only.

Mayor Wampler has indicated intent to discuss the concerns of the City and set up of the City leading to incorporation. Council member Shaw indicated it would be better to have one-on-one discussion between the Mayor and Lt. Governor, rather than have 2 or 3 from the City attend. Council member Booth indicated having some from the Council in the meeting is a smart thing to do. Council member Dooling-Baker reminded that Council member Booth would like to attend that meeting. She indicated this would help show support from the City and that everyone is concerned.

8. Grant Funding priorities, discussion only.

Grant funding will be forwarded to a future agenda. Council members need to identify priorities. The Council members should look at the broad topics for possible grants. Applying for grants will also be dependent on the matching criteria.

Council member Dooling-Baker indicated the grant for the emergency plan should be considered.

Council member Hoogland indicated that we should use grants to help us spend accrued impact fees, when possible. Grants may be used as part of a "matching" portion for grant. Council members should ensure the spend is available and utilize impact fees where possible.

Mayor Wampler indicated a grant advisory group to assist may be helpful with a focus to identifying grants within our current budget.

9. Critical steps to initiate hiring process, discussion only

Council member Hoogland provided a summary of steps for a hiring process. The process would be used initially for hiring a City Administrator and/or Public Works Manager.

Council member Hoogland also recommended including employment at will. Each job will have a job description and will be funded within budget constraints.

She indicated that score sheets will be used with interviews of the candidates, and the City Council members will be kept in the loop.

Mayor Wampler indicated these are steps to transition and move to the new organization structure. She recommended the Council members write down instructions for someone to take over their portfolios and do those jobs. This information will be used for developing a City Operations Manual.

Council member Hoogland will ask Madison Aviles for a copy of the Operations Manual she created. Madison can also help with the plan.

Mayor Wampler indicated the team needs to set a due date.

10. Closed Meeting (As needed)
    A closed meeting for any purpose as allowed in UCA 52-4-25.

No closed meeting was required.

11. Adjourn

Council member Shaw moved to adjourn the meeting. Council member Hoogland seconded that motion. All members voted aye (4-0). The meeting was adjourned at 7:48pm.

The August 4th, 2026 City Council meeting minutes were Approved by the Ogden Valley City Council on the 18th Day of August, 2026.

Signature: Sharon Robbins

Printed Name: Sharon Robbins

Title: Recorder