

OGDEN VALLEY CITY COUNCIL
MINUTES OF OGDEN VALLEY COUNCIL WORK SESSION MEETING
August 24, 2026, 2:00 p.m.

Huntsville Town Hall, Council Chambers, 7474 East 200 South, Huntsville, Utah

Name	Title	Status
Janet Wampler	Mayor	Present
Chad Booth	Council Member	Present
Kay Hoogland	Council Member	Present; arrived 2:05pm
Don Hickman	Council Member	Present; left at 4:30pm
Peggy Dooling-Baker	Council Member	Present
Tia Shaw	Council Member	Present
Sharon Robbins	Recorder	Present
Kathy Zindel	IT Director	Present
Brian Carver	City Planner	Present via Zoom
Glen Gammell	Harrisville Public Works Manager	Present via Zoom
Chris Allen	Liberty Days Representative	Present
Tyler Seamons	Beacon Code Consultant	Present

1. **Call to Order** at 2:00pm by Mayor Wampler
 - a. Roll Call – all council members present
 - b. Pledge of Allegiance led by Mayor Wampler
 - c. Moment of Silence for approximately one minute

2. **Standing Items:**

- a. Planning Update

City Planner Brian Carver reported that the Planning Commission public hearing regarding amendments to the Shoreline Zone ordinance would be held on August 25, 2026. The hearing will focus on a proposed change to the maximum building height for primary structures in the Shoreline Zone. Public comment opportunities will be provided through the hearing process.

- b. Legal Update

Mayor Wampler reported there has been no change regarding the City's pending appeal before the Utah Supreme Court. No additional court dates or actions have been communicated by legal counsel.

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

Mayor Wampler reported that final Truth-in-Taxation submissions are due during the week and staff continued working to complete required filings. She noted the process has provided valuable information for future budget cycles.

3. Discussion and Q&A with Glen Gammel on Public Works Manager

Glen Gammell, Public Works Manager for Harrisville City, participated remotely to discuss the proposed Public Works Manager position and the operational needs of Ogden Valley City.

Discussion topics included:

- Stormwater permit administration and inspection requirements.
- Annual inspection obligations for sidewalks, pathways, and ADA-accessible facilities.
- Documentation and maintenance requirements for roadway and pathway deficiencies.
- Construction stormwater permit inspections and enforcement responsibilities.
- Coordination with contractors regarding repair warranties and restoration of damaged public infrastructure.
- Management of resident complaints, emergency response, and infrastructure maintenance.
- Oversight of roadways, trails, storm drains, culverts, and other infrastructure assets.

Mr. Gammell emphasized that:

- Ogden Valley City's infrastructure responsibilities are extensive due to its size, aging infrastructure, and ongoing development activity.
- Stormwater compliance alone requires significant administrative oversight and inspection time.
- A part-time Public Works Manager would be insufficient to meet the City's current and anticipated workload.
- The City's most immediate priorities should be stormwater management, roads, and trails.
- A dedicated employee would provide greater continuity, accountability, and responsiveness than a contract-based approach.

Council members discussed:

- Utilizing Weber County services under existing interlocal agreements.
- Long-term staffing needs.
- Budgetary impacts.
- Full-time versus part-time staffing models.

- Future growth and development demands.
 - Public expectations for infrastructure maintenance and responsiveness.
- ?

Beacon Code Consultant Tyler Seamons also commented on the importance of establishing a leadership position capable of coordinating infrastructure, development review, engineering, planning, and contractor services as the City continues to grow.

No action was taken.

4. Discussion on Liberty Days, Presentation by Chris Allen

Chris Allen presented information regarding the annual Liberty Days celebration and requested the Council consider transitioning the event from the Liberty Park organization to an official City-sponsored event.

Discussion included:

- Historical operation of Liberty Days as a community event.
- Typical annual event costs of approximately \$16,000 with revenues generally exceeding expenses.
- Volunteer support and committee structure.
- Sponsorship opportunities.
- Insurance considerations.
- Community participation and coordination.

Council members expressed support for preserving the event and discussed the possibility of incorporating Liberty Days into a future City-sponsored community events program supported by volunteers and advisory committees.

No action was taken.

5. Discussion on New Advisory Groups

- a. Community Events, Business, Regional Weed Board, Olympics, etc.
- b. Finance: Grant Funding, Revenue Chasing, Truth-in-Taxation

The Council discussed creation of advisory groups to support City initiatives. Topics included:

Business Advisory Group

Council Member Hoogland volunteered to serve as Council liaison and co-chair for a future Business Advisory Group.

Discussion focused on:

- Business outreach.
- Economic development opportunities.
- Continued engagement with local businesses.

Community Events Advisory Group

Council member Shaw volunteered to serve as co-chair of the Community Events Advisory Group.

Discussion included:

- Liberty Days.
- Community celebrations.
- Recreation events.
- Agritourism.
- Dark Sky events.
- Athletic competitions.
- Opportunities related to the 2034 Winter Olympics and Paralympics.

Regional Weed Board

Mayor Wampler discussed opportunities to pursue grant funding through regional noxious weed organizations and partnerships. Council discussed coordinating with Weber County's existing Weed Board and evaluating future options specific to Ogden Valley.

Olympics Advisory Group

Council members discussed future Olympic-related planning and community engagement opportunities but deferred formal action. Several council members expressed interest in an Olympics Advisory Group. Council member Booth volunteered as a co-chair.

6. Discussion on Critical Steps to Initiate Hiring Process (30 minutes)

a. Portfolio SOP Manual

Council Member Hoogland agreed to prepare a template for Council portfolio standard operating procedures.

Council reviewed a prior goal for all council members to complete one- to two-page portfolio summaries by the end of September.

b. Staffing Update: Postings for Positions

Council member Hoogland reported on recruitment efforts for the City Administrator position.

Discussion included:

- Current applicant interest.
- Evaluation procedures.
- Selection criteria.
- Use of interview panels and scoring rubrics.
- Potential next steps following closure of the application period.

Council discussed the timing of future staffing decisions, including having the City Administrator help with recruitment for a Public Works Manager and Community Development Manager.

c. Community Development Manager: Draft Job Description

Council reviewed a draft Community Development Manager position description.

Discussion focused on:

- Responsibilities related to planning, development review, code enforcement, permitting, inspections, economic development, housing strategies, community engagement, and long-range planning.
- Whether the position should function primarily as an operational manager or as a strategic and visionary leader.
- Relationships with planning, permitting, code enforcement, engineering, and future administrative staff.
- Full-time versus part-time staffing options.
- Alignment with the City's long-range planning and General Plan update efforts.

Council members requested additional refinement of the job description before proceeding. No action was taken.

7. Review and Discuss Code Enforcement's Top Three Priorities

Council discussed current code enforcement activities and workload limitations.

Discussion included:

- Public health and safety violations.
- Illegal short-term rental enforcement.
- Cleanup and nuisance complaints.
- Construction site compliance.
- Complaint response procedures.
- Resource limitations associated with the current 12-hour-per-week contract.

Staff explained that complaint-driven investigations can require significant research, site visits, documentation, correspondence, and follow-up.

Council discussed the importance of tracking complaint data and developing reporting metrics to better evaluate future staffing and budget needs.

Top priorities are:

- Complaints

- Health and Public Safety
- Illegal STRs
- Junk and debris

No changes to current priorities were directed.

8. Council Comments

Council Member Hickman announced that Design Workshop was selected to lead the City's General Plan update, transportation planning efforts, village planning work, and associated public engagement process. He also reported ongoing discussions with UDOT regarding pedestrian safety improvements, crossing locations, roundabout lighting, and engine-braking signage.

Council Member Booth reported increased resident inquiries regarding permitting processes and City records. He also discussed ongoing efforts to assist residents and direct them to appropriate staff and consultants.

Council Member Hoogland reported resident concerns regarding engine-braking noise and transportation safety. She discussed a recent rollover accident on Highway 158.

Council Member Dooling-Baker welcomed students returning for the first day of school. She reported efforts to support local schools and veteran recognition activities. She discussed removal of temporary fireworks-related signage.

Council Member Shaw reported on district office hours and resident concerns regarding taxation, future growth, affordable housing requirements, and Olympic planning.

Mayor Wampler reminded residents of upcoming Rocky Mountain Power and local water service interruptions affecting portions of Wolf Creek. She reported that Rocky Mountain Power is evaluating future electrical infrastructure improvements, including a potential new substation in the Valley.

She reminded residents of the August 25 Shoreline Zone public hearing.

She reported participation in Utah League of Cities and Towns legislative policy activities. She discussed public health advisories regarding harmful algal blooms in Pineview Reservoir. She participated in a ride-along with the Sheriff's Office.

She reminded council members the articles for Ogden Valley News are due today. And, she encouraged residents to remain engaged and informed regarding ongoing City initiatives.

9. Closed Meeting (As needed for any purpose as allowed in UCA 52-4-25).

No closed meeting was requested.

10. Adjournment

Council Member Shaw moved to adjourn the meeting. Council Member Hoogland seconded the motion. All present voted aye (4-0). Council member Hickman left the meeting prior to Adjournment. The meeting adjourned at 4:34 p.m.

The August 24, 2026 work session minutes were approved by the Ogden Valley City Council on the 31st day of September, 2026.

Signature: *Sharon Robbins*

Printed Name: Sharon Robbins