

Minutes of the work session of the Ogden City Council held on Tuesday, September 1, 2026, at 4:00 p.m., in the Council Work Room, and via electronic meeting, located on the third floor of the Municipal Building, 2549 Washington Boulevard, Ogden City, Weber County, Utah.

Present:

Chair	Richard A. Hyer
Vice Chair	Dave Graf
Council members	Flor Lopez
	Kevin Lundell
	Jeremy Peterson
	Ken Richey
	Alicia Washington

Council Executive Director Glenn Symes
Council Assistant Executive Director Steve Burton
Council Senior Policy Analyst Clint Yingling
Communications Director Brandon Garside
Communications Specialist Eric Davenport

Also present:

Chief Administrative Officer Taylor Nielsen
Management Services Executive Director Lisa Stout
Human Resources/Risk Director Alison Workman
Public Services Assistant Executive Director Edd Bridge
Planning Director Barton Brierley
Assistant Planning Director Joe Simpson
Neighborhood Development Director Jeremy Smith
Community and Economic Development Assistant Executive Director David Sawyer
City Recorder Tracy Hansen

The purpose of the work session was to review the agenda for the City Council meeting scheduled to begin at 6:00 p.m.; receive an administrative update regarding City Workforce Evaluation; discuss a proposed rezone of 410 North Lockwood Drive; discuss the proposed renewal of the Synchrony Bank Line of Credit; discuss Council business; and hear Council comments.

Agenda Review

Chair Hyer and members of Council staff reviewed the items listed on the agenda for the City Council meeting scheduled to begin at 6:00 p.m.

Administrative Update – City Workforce Evaluation

Council Executive Director Symes provided an introduction to the workforce evaluation, noting it was a follow-up to an earlier budget presentation, addressing questions about the City's turnover rates. Human Resources/Risk Director Workman presented an analysis of employee turnover for the last three fiscal years.

Human Resources/Risk Director Workman used the aid of a PowerPoint presentation to provide an analysis of employee turnover for the last three fiscal years (FY). She defined healthy turnover as planned and manageable movement of employees, supporting workforce renewal and preserving institutional knowledge. Turnover becomes a concern when it is primarily voluntary, concentrated in critical positions or departments, difficult to replace, or associated with avoidable workplace conditions. She referenced the McGrath study from 2024, which established a City compensation structure and recommended a review every three years, with HR monitoring recruitment, retention, and turnover trends. Turnover rates for FYs 24, 25, and 26 were 12.92, 11.59, and 15.86 percent, respectively. The Society for Human Resources Management (SHRM) standard median turnover rate is 10 percent and rates above that suggest a need for analysis and planning. Citywide full-time separations decreased from 88 in FY24 to 81 in FY25 and then increased to 111 in FY26, an increase of 30 separations in the last fiscal year. This data excludes part-time, seasonal, and contracted positions for clearer analysis. Most increases in FY26 were due to voluntary resignations and retirements. She then discussed department turnover rates for FY26:

- Management Services: Increased substantially to 26.2 percent, the most significant one-year change. This department has 84 budgeted full-time employees. Separations increased by 15 employees, approximately four times higher than previous years. Key areas affected include Ogden City Justice Court, IT Division, Fleet and Facilities, and Treasury. Management Services provides internal city services, and continued high turnover could impact other departments.
- Public Services: Remained comparatively elevated across all three years (FY24: 17.1 percent, FY25: 13.5 percent, FY26: 19.1 percent). This department has 194 budgeted full-time employees. There were 62 voluntary resignations over three years, indicating a persistent pattern.

- Police and Fire: Comparatively stable, showing slight improvement, which is contrary to trends in other agencies.
- Community and Economic Development Department: Lower numbers but slowly increasing. With 62 full-time budgeted employees, this is a concern to monitor.

Vice Chair Graf inquired about the high turnover in both administrative (Management Services) and manual labor-oriented (Public Services) groups. Ms. Workman explained that while numbers are important, patterns and underlying stories are more indicative. She noted that factors like workplace climate, employee relations, and job fulfillment contribute to separation, requiring further investigation. Chief Administrative Officer Nielsen elaborated on the distinct issues for Public Services and Justice Court. For Public Services, issues include applicants unable to obtain a Commercial Driver's License (CDL) or employees obtaining a CDL and then seeking better employment elsewhere. This is being evaluated as a training issue. For Justice Court, training programs are being reviewed. The Administration is laying groundwork to address these issues in the next budgetary discussion, potentially re-evaluating compensation for positions requiring CDLs. Ms. Workman confirmed that this presentation is foundational, and future discussions will explore solutions such as training, improved CDL options, and HR engagement with divisions and employees. She concluded the overall takeaways of this study include:

- Turnover has increased but not uniformly across the city.
- The increase is largely driven by voluntary resignations and retirements.
- A "culture of accountability" may be contributing to some increases, as employees not meeting expectations are leaving, which can be a healthy outcome.
- Single citywide percentages (like the 10 percent SHRM median) have limitations, necessitating in-depth departmental analysis.

Chair Hyer asked if merit increases (pay-for-performance) contribute to voluntary departures. Ms. Workman stated that rewarding high performers is healthy and aligns with McGrath's recommendations. She believes turnover would be higher without it, and it places more responsibility on supervisors for clear assessments. Chair Hyer agreed that terminations and departures of underperforming employees are healthy for the City.

Mr. Symes asked if the City currently plans for retirement of employees as part of an evaluation of employee turnover rates. Ms. Workman explained that while an estimate of eligible employees can be run through URS, actual retirement dates are difficult to predict due to personal factors. Mr. Symes also asked if the cost of turnover is being analyzed. Ms. Workman confirmed that while not included in this presentation, the "total cost to hire" and other factors like workload and stress on remaining employees could be tracked more in-depth.

Council member Washington asked if adding part-time voluntary resignations would significantly increase the numbers. Ms. Workman stated that tracking part-time employees is different and less accurate, making it difficult to say. She noted that the City currently has a very full part-time and seasonal staff, indicating a climate change for these positions. Council member Washington asked if the City conducts exit interviews. Ms. Workman confirmed that exit interviews are conducted and that process was recently automated. The interviews are sent via email to all separating employees, and the City has seen an increased response rate.

Proposed Rezone – 410 North Lockwood Drive

Assistant Planning Director Simpson presented a petition for a rezone from single-family R-1-6 to R-2S/CO (two family and small lot residential with a conditional overlay) zoning at 410 North Lockwood Drive. The property is approximately a half-acre, located on Washington Boulevard, between a manufactured home park, commercial properties, and a care facility. The proposal is to allow for the development of two twin homes in addition to the existing single-family home. The existing home would remain single-family, and additional units could not be added to it due to code. The plan includes a shared drive off Lockwood. The R-2S zoning requires individual ownership of units. The Planning Commission recommended a conditional overlay, including a development agreement and a 10-year deed restriction for owner occupancy of the new units, a standard practice for rezonings adding residential units. Mr. Simpson cited the following General Plan and Land Use policies that influenced the Planning Commission's recommendations.

- The location on Washington Boulevard, a major corridor with high traffic, is not ideal for single-family use.
- The rezone provides a transition area between single-family residential (to the east), commercial, and multi-family uses.
- The R-2S zoning requires individual ownership of units.

Chair Hyer questioned why the entire property, including the existing single-family home, needed to be rezoned rather than just subdividing the back portion. Mr. Simpson explained that single-family is a permitted use in the R-2S zone, and the General Plan's land use policies suggest establishing zoning boundaries at corners, making the transition at the intersection of Washington and Lockwood appropriate. He confirmed that the conditional overlay and development agreement are perpetual and tied to the land, requiring Council approval for any future changes (e.g., demolition of the existing home and adding more units).

Council member Peterson inquired if the lot size was due to prior assembly on the subject property. Mr. Simpson stated he was unaware of any consolidation, believing it has historically been a larger home property.

Proposed Renewal of Synchrony Bank Line of Credit

Neighborhood Development Director Smith presented the proposal for the renewal of the Synchrony Bank line of credit. This line of credit serves as the City's construction financing tool for housing programs, specifically for building new homes. The city has partnered with Synchrony Bank since 2011, completing 126 homes and cycling approximately \$17 million in financing.

The partnership is beneficial due to Synchrony Bank's CRA requirements, resulting in a low interest rate. The revolving line of credit is \$1.4 million, with an interest rate based on the SOFR index (currently 3.64 percent) plus 1.75 percent, totaling approximately 5.39 percent. This rate is significantly lower than typical construction lending rates. The City is required to secure \$350,000 in a deposit account as security, currently held with Chase Bank. Funds are borrowed against the line of credit for home construction and repaid with proceeds from home sales. The current two-year term has expired, and a renewal for an additional two years is proposed.

Chair Hyer asked if the City's shift towards working with contractors (e.g., the project on North Jackson) rather than acting as a developer would change the use of these funds. Mr. Smith confirmed that the City is undertaking less direct development. This line of credit is specifically for home construction and would not be used for larger infrastructure projects. He noted that this might be the last time the line of credit is needed as the City finishes existing lots and shifts towards a model focused on neighborhood amenities. Chair Hyer clarified that tying up \$350,000 for a \$1.4 million line of credit effectively means access to \$1 million. Mr. Smith confirmed the \$350,000 is security and is returned when the line of credit is closed.

Council member Peterson asked if interest is paid on the \$350,000 deposit, and Mr. Smith confirmed it is an interest-bearing account.

Council member Richey inquired about protection against interest rate spikes or dips, given SOFR is an overnight rate. Mr. Smith stated that while the rate is variable, SOFR is considered conservative, and the city has not experienced significant issues in the past. He would investigate additional protections if concerns arose.

Council Business

Council Calendar: Council Executive Director Symes reviewed the Council calendar for the remainder of the month of September.

Council Comments

Vice Chair Graf inquired about the presence of use of Ubiquiti equipment in Ogden City, referencing an email about "Silicon Cowboy" and a YouTube video. Chief Administrative Officer Nielsen confirmed that some streetlights are Ubiquiti but they do not have cameras for traffic recording. The Utah Department of Transportation (UDOT) operates traffic cameras on state roadways within UDOT right-of-way, which are accessible through their traffic center, but the City does not monitor these or have a say in their placement.

Council member Peterson raised a constituent's concern about illegal parking on 36th Street, between the trailhead and the turnabout, above Weber State University (WSU). The constituent experienced a near-accident due to a vehicle making a U-turn from an illegally parked position. Council member Peterson noted a lack of clear "no parking" signs. Mr. Nielsen confirmed that Administration had been in contact with the constituent and WSU Administration and was evaluating options with engineering, public services, and police, including additional signage, curb painting, and enforcement for parking in bike lanes.

The meeting adjourned at 5:02 p.m.

TRACY HANSEN, MMC/CRA
CITY RECORDER

RICHARD A. HYER, CHAIR

APPROVED: October 6, 2026