



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

TUESDAY, APRIL 5, 2022

WORK SESSION – 5 PM IN EOC

COUNCIL MEETING – 6 PM IN COUNCIL ROOM

WORK SESSION MINUTES

COUNCIL MEMBERS PRESENT

Mayor Pro Tem Brent Strate, Council Members Sallee Orr, Susan Stewart, Mike Howard, and Jeanette Smyth Note: Council Member Smyth joined the meeting via the Microsoft Teams virtual meeting application

COUNCIL MEMBERS EXCUSED

Mayor Russell Porter

STAFF MEMBERS PRESENT

City Manager Matthew Dixon, Assistant City Manager Doug Gailey, Finance Director Steve Liebersbach, Park and Public Works Director Jon Andersen, Lead Accountant Tiffany Brennan, and Recorder Leesa Kapetanov

MEMBERS OF THE PUBLIC PRESENT

No one else attended this meeting

Note: There is no audio recording for the work session.

I. CALL TO ORDER

- Mayor Pro Tem Strate called the work session to order at 5:05 pm and entertained a motion to open the meeting

Council Member Howard so moved, followed by a second from Council Member Stewart. Council Members Orr, Strate, Stewart, and Howard all voted aye.

Note: Council Member Smyth was having technical issues and had not yet joined the meeting.

II. REVIEW OF AGENDA

- There were no requests to review the agenda

III. DISCUSSION ITEMS

A. Financial Update

- Finance Director Steve Liebersbach went over the numbers of the financial update included in the packet. He also gave the council a handout. See Attachment A.

B. Use of ARPA Funds

- There was no time left for this discussion item

IV. ADJOURN

- At 6:00 pm, the mayor pro tem called for a motion to adjourn the work session

Council Member Orr so moved, followed by a second from Council Member Howard. All present voted aye.

COUNCIL MEETING MINUTES

COUNCIL MEMBERS PRESENT

Mayor Pro Tem Brent Strate, Council Members Sally Orr, Susan Stewart, Mike Howard, and Jeanette Smyth Note: Council Member Smyth joined the meeting via the Microsoft Teams virtual meeting application

COUNCIL MEMBERS EXCUSED

Mayor Russell L. Porter

STAFF MEMBERS PRESENT

City Manager Matthew Dixon, Assistant City Manager Doug Gailey, Parks and Public Works Director Jon Andersen, Police Chief Darin Parke, Lead Accountant Tiffany Brennan, and Recorder Leesa Kapetanov

MEMBERS OF THE PUBLIC PRESENT

Jory Wahlen, John Prince, Bruce and Joyce Hartman, Matt Robertson

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

https://files4.1.revize.com/southogden/document_center/Sound%20Files/2022/CC220405_1704.mp3

or by requesting a copy from the office of the South Ogden City Recorder.

I. OPENING CEREMONY

A. Call To Order

- At 6:10 pm, Mayor Pro Tem Brent Strate called the meeting to order and entertained a motion to begin 00:00:00

Council Member Howard so moved. The motion was seconded by Council Member Stewart. In a voice vote Council Members Strate, Stewart, Howard, and Smyth all voted aye.

B. Prayer/Moment of Silence

The mayor pro tem led those present in a moment of silence

C. Pledge Of Allegiance

Council Member Howard led everyone in the Pledge of Allegiance.

II. NEW EMPLOYEE INTRODUCTION

- Finance Director Steve Liebersbach introduced Tiffany Brennan, the city's new Lead Accountant 00:02:07

III. PUBLIC COMMENTS

- There were no in person public comments. Mayor Pro Tem Strate gave those online until 6:45 pm to make comments.

IV. RESPONSE TO PUBLIC COMMENT

- Not applicable at this time

V. CONSENT AGENDA

A. Approval of March 15, 2022 Council Minutes

- The mayor pro tem called for a motion to approve the minutes 00:06:46

Council Member Orr so moved. Council Member Howard seconded the motion. Council Members Stewart, Howard, and Orr voted aye. There was no response from Council Member Smyth.

VI. DISCUSSION /ACTION ITEMS

A. Consideration of Previously Tabled **Resolution 22-07 - Declaring Resolution 22-03 As Null and Void and Re-Voting On An Agreement With UDOT for Use of Federal Aid Money for the 40th Street/Chimes View Drive Road Project**

- Staff overview 00:07:24
- Questions/discussion 00:13:29
- Mayor Pro Tem Strate called for a motion to adopt Resolution 22-07 00:18:08

Council Member Howard so moved. The motion was seconded by Council Member Orr. The mayor pro tem made a roll call vote:

Council Member Stewart -	Yes
Council Member Orr -	Yes
Council Member Howard -	Yes
Council Member Smyth -	Yes
Mayor Pro Tem Strate -	Yes

Resolution 22-07 was adopted.

- The mayor pro tem was informed there had been no online comments
00:18:54

B. Consideration of Resolution 22-08 – Approving an Interim Agreement With Bird Rides LLC to Allow Scooters in South Ogden City

- Staff overview 00:19:07
Note: Corbin Hutchinson from Bird Rides LLC joined the meeting electronically and was allowed to comment and answer questions
- Questions/Discussion
00:24:05
- Mayor Pro Tem Strate called for a motion to approve Resolution 22-08, approving an interim agreement with Bird Rides LLC
00:28:53

Council Member Howard so moved, followed by a second from Council Member Orr. The mayor pro tem called the vote:

Council Member Orr -	Yes
Council Member Howard -	Yes
Council Member Smyth -	Yes
Council Member Stewart -	Yes
Mayor Pro Tem Strate -	Yes

The Council approved Resolution 22-08.

C. Consideration of Resolution 22-09 – Approving an Agreement with Vertical Horizon for South Ogden Days Entertainment

- Staff overview 00:29:40
- Questions/discussion
00:31:48
- Mayor Pro Tem Strate called for a motion to approve Resolution 22-09, approving an agreement with Vertical Horizon for South Ogden Days entertainment
00:34:24

Council Member Orr so moved. Council Member Howard seconded the motion. The mayor pro tem called the vote:

Council Member Howard-	Yes
Council Member Smyth-	Yes
Council Member Stewart-	Yes
Council Member Orr -	Yes

Mayor Pro Tem Strate - Yes

The motion was approved

D. Consideration of Resolution 22-10 – Adopting a Sewer Capital Facilities Plan

- Staff overview 00:35:18
- Questions/discussion 00:39:32
- The mayor pro tem called for a motion to approve Resolution 22-10, adopting a Sewer Capital Facilities Plan 00:46:37

Council Member Howard so moved. The motion was seconded by Council Member Orr. The mayor pro tem made a roll call vote:

Council Member Smyth-	Yes
Council Member Stewart-	Yes
Council Member Orr -	Yes
Council Member Howard -	Yes
Mayor Pro Tem Strate -	Yes

The Sewer Capital Facilities Plan was adopted.

E. Consideration of Ordinance 22-03 – Granting an Access Easement Over a Portion of City Property

- Staff overview 00:47:11
- John Prince, a representative of the company to whom the easement was being granted, was allowed to comment and answer questions
- Questions/discussion 00:50:44
- The mayor pro tem called for a motion to adopt Ordinance 22-03, granting an access easement over a portion of city property 00:52:25

Council Member Howard so moved. The motion was seconded by Council Member Orr. Council Member Orr asked further questions about this item. The mayor pro tem then made a roll call vote:

Council Member Stewart -	No
Council Member Orr -	Yes
Council Member Howard -	Yes
Mayor Pro Tem Strate -	Yes

Council Member Smyth - Yes

The motion stood.

VI. DISCUSSION ITEMS

A. Soccer/Lacrosse Fields at Burch Creek Elementary

- Staff overview 00:56:55
Matt Robertson, a representative of the soccer community, came forward to comment and answer questions
- Questions/discussion 01:07:13
- The Council determined that Mr. Robertson should continue seeking for grant money for the fields and then return to the Council with more information 01:27:05

VII. DEPARTMENT REPORT

Assistant City Manager Doug Gailey - Review of Employee Survey Results

01:27:48

- Mr. Gailey had a visual presentation as part of his report. See Attachment B.

VIII. REPORTS/DIRECTION TO CITY MANAGER

A. City Council Members

- Council Member Stewart - 01:54:12
- Council Member Orr - 01:56:27
- Council Member Howard - 02:00:33
- Council Member Smyth - 02:03:06

B. City Manager 02:05:05

C. Mayor Pro Tem Strate 02:10:38

IX. ADJOURN

- At 8:22 pm, Mayor Pro Tem Strate called for a motion to adjourn the meeting 02:12:08

Council Member Howard so moved, followed by a second from Council Member Stewart. All present voted aye.

I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Pre-Council Work Session and Council Meeting held Tuesday, April 5, 2022.



Leesa Kapetanov, City Recorder

April 19, 2022
Date Approved by the City Council

ATTACHMENT A

Handout from Finance Director Steve Liebersbach

Fund balance analysis - 02-28-2022

6/30/2021 financial statement fund balance:	\$1,289,929.26		
Restricted balances:			
Class "c" Funds	(\$256,901.46)		
Restricted Fund Balance - Liquor Money	(\$4,063.17)		
Restricted Fund Balance - leave liability	(\$645,595.71)		
7/1/2021 Unappropriated Fund balance - Beginning	\$383,368.92		
YTD Revenue over Expenditures - 2/28/2022	\$1,121,686.74		
2/28/2022 Unappropriated Fund balance available	\$1,505,055.66		
	11.16%		
25% state general fund maximum:			
FY 2022 General fund revenues =	\$13,480,532.00	\$3,370,133.00	
22% general fund requirement per council resolution	\$2,965,717.04		
20% general fund requirement per council resolution	\$2,696,106.40		
18% general fund requirement per council resolution	\$2,426,495.76		
17% general fund requirement per council resolution	\$2,291,690.44		
16% general fund requirement per council resolution	\$2,156,885.12		
15% general fund requirement per council resolution	\$2,022,079.80		
14% general fund requirement per council resolution	\$1,887,274.48		
12% general fund requirement per council resolution	\$1,617,663.84		
11% general fund requirement per council resolution	\$1,482,858.52		
10.25% general fund requirement per council resolution	\$1,381,754.53		
10% general fund requirement per council resolution	\$1,348,053.20		
5% general fund requirement per council resolution	\$674,026.60		
25% general fund requirement allowed by State Law	\$3,370,133.00		
		Total Fund Balance - Everything	\$2,411,616.00
			(\$260,964.63)
		Everything less Class 'c' & liquor	\$2,150,651.37
			15.95%
		CPF monies available	\$4,237,374.30
			31.43%
		CPF - FY 2019	\$750,000.00
		CPF - FY 2020	\$2,500,000.00
		CPF - FY 2021	\$1,500,000.00
		CPF to GF - FY 2021	(\$2,663,277.07)
			\$2,086,722.93

ATTACHMENT B

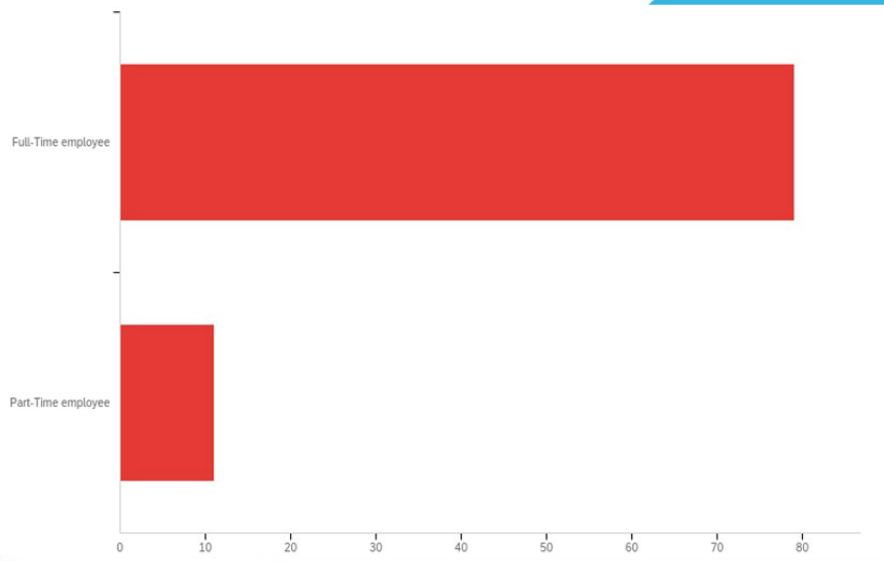
Visual Presentation by Assistant City Manager Doug Gailey

2022 EMPLOYEE SATISFACTION SURVEY

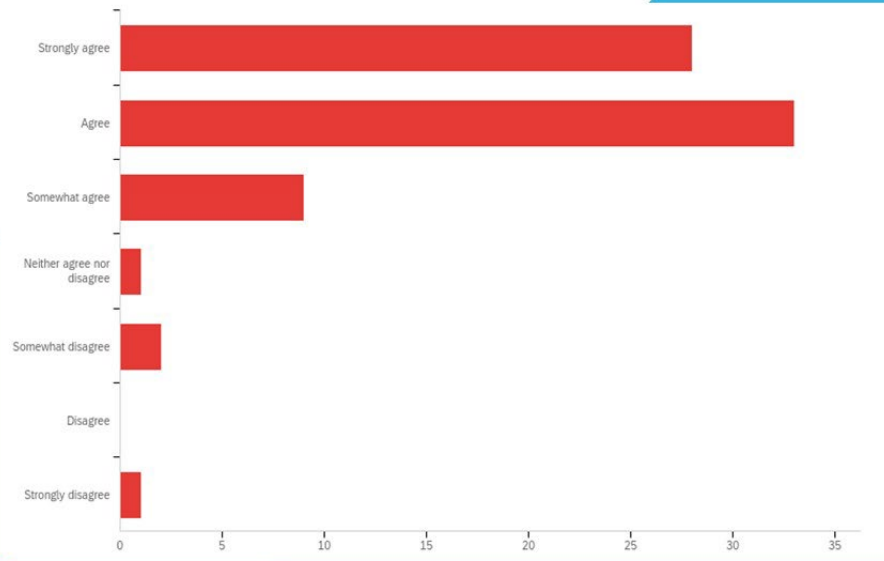
DOUG GAILEY ASSISTANT CITY MANAGER



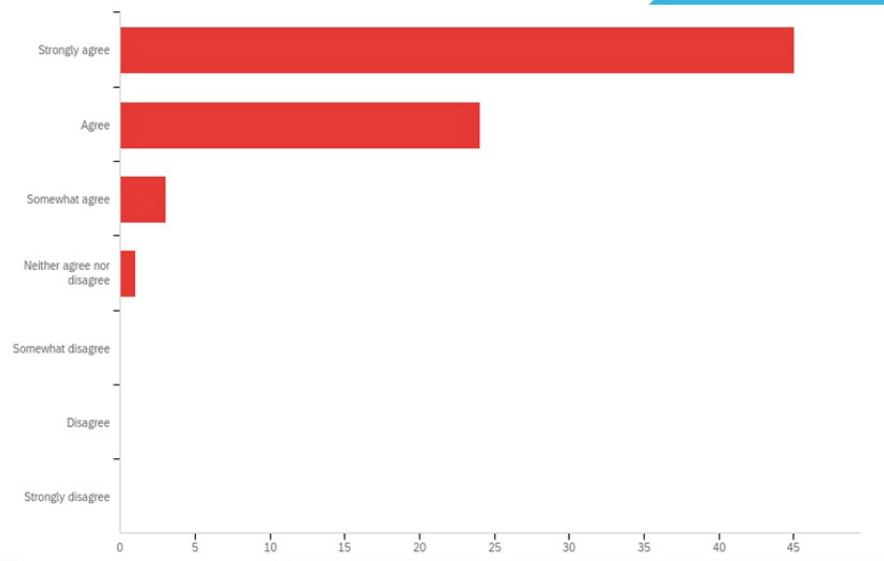
Q41 - Are you a Full-Time or Part-Time employee?



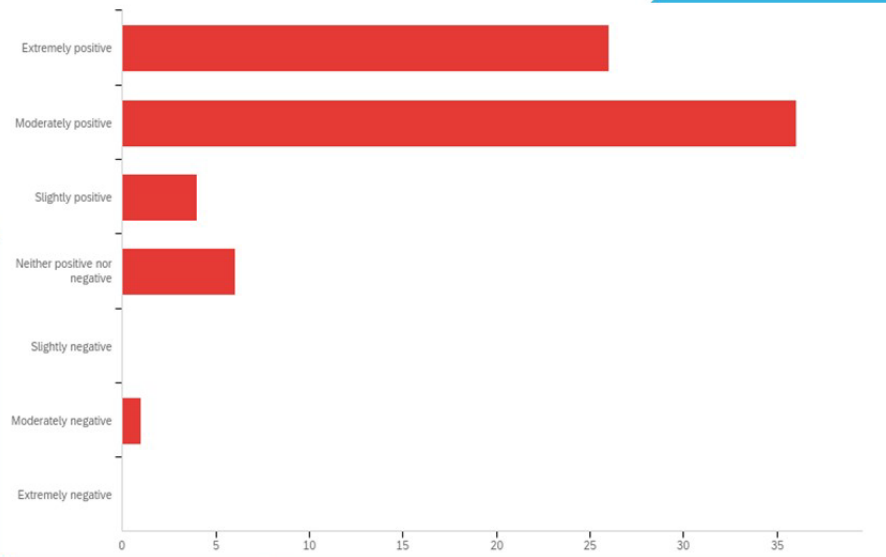
Q1 - South Ogden meets the service expectations of the community.



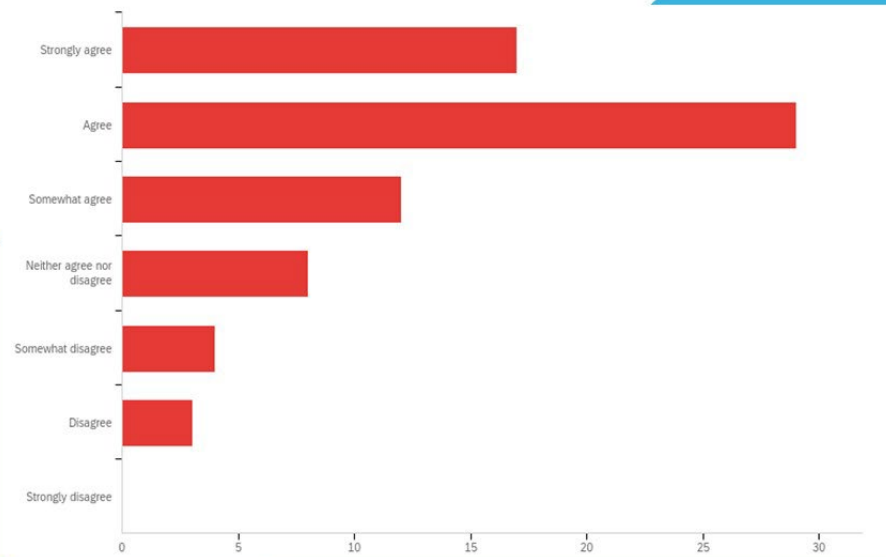
Q2 - The work I perform helps to improve the quality of life in South Ogden.



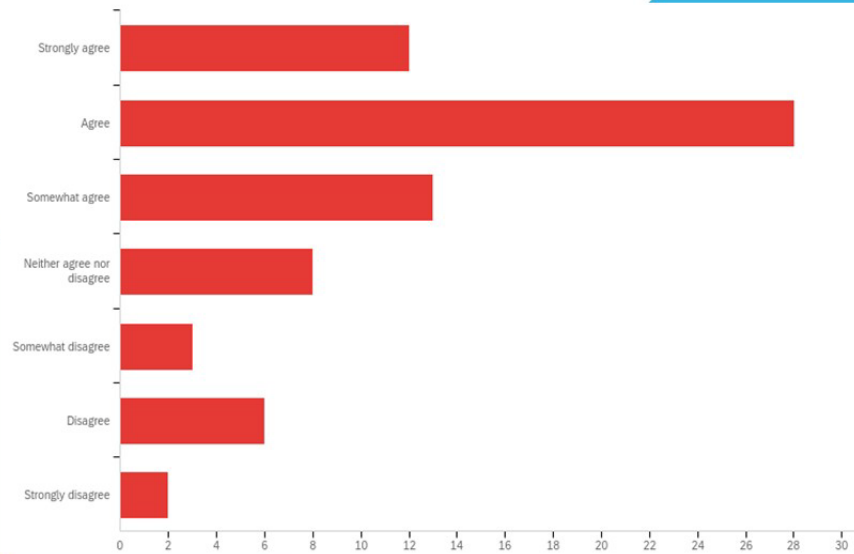
Q3 - City residents and businesses have a positive view of our department.



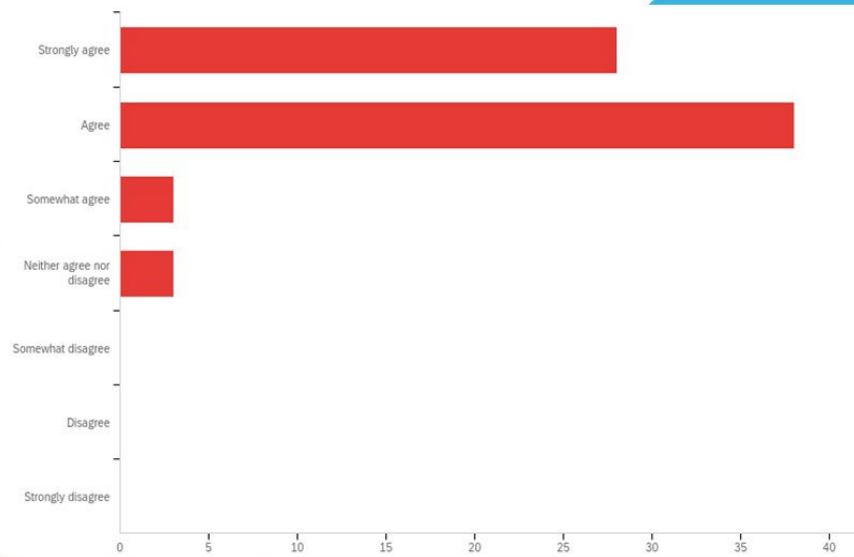
Q4 - Our department has a clear vision/direction for the future.



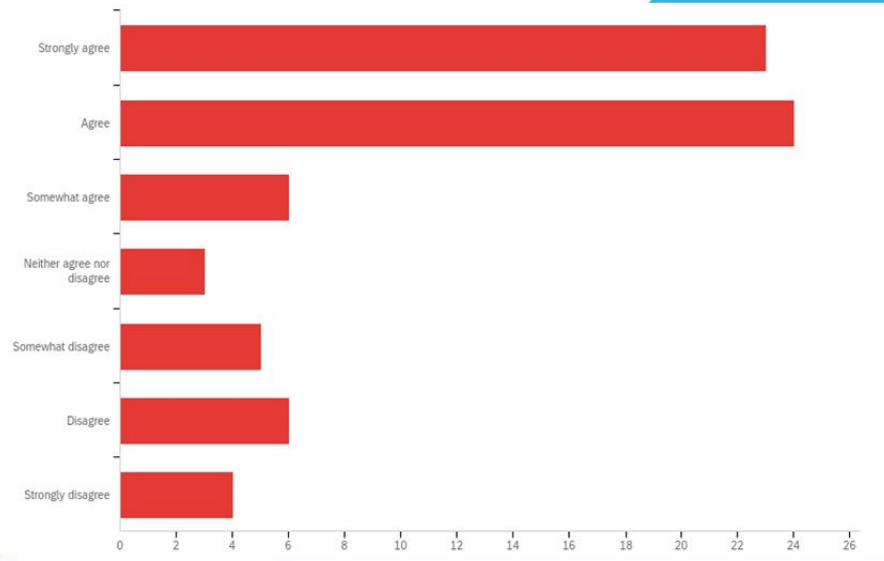
Q5 - I am kept informed of important department information/communication.



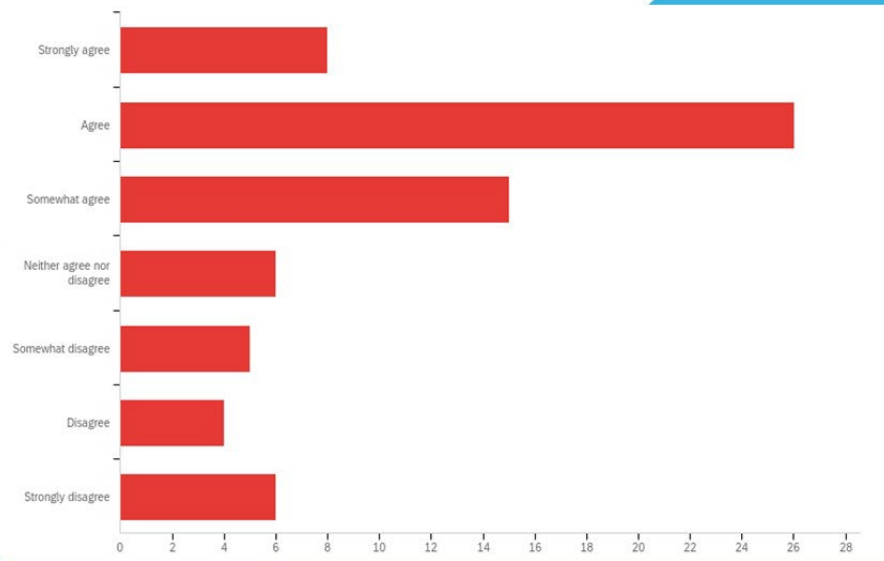
Q6 - My work performance expectations are made clear to me.



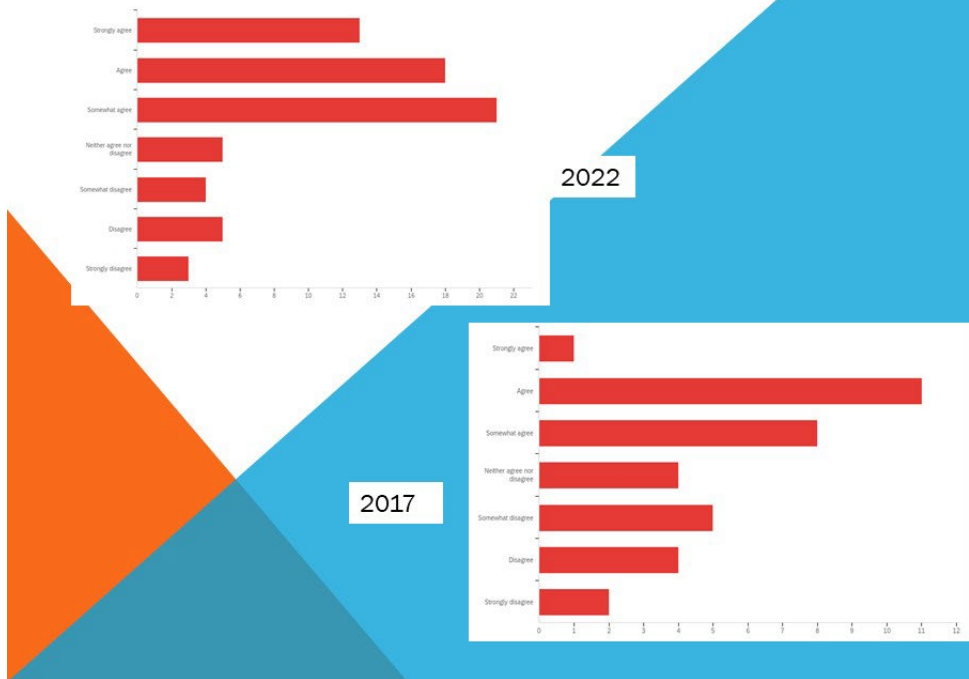
Q7 - I feel valued by management.



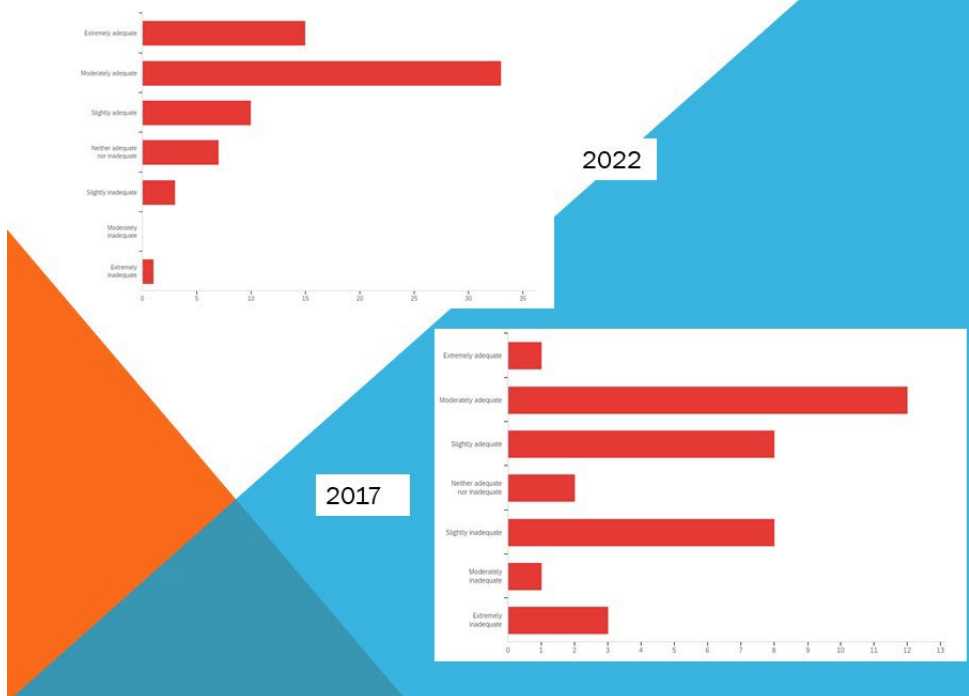
Q8 - When problems arise they are resolved quickly.



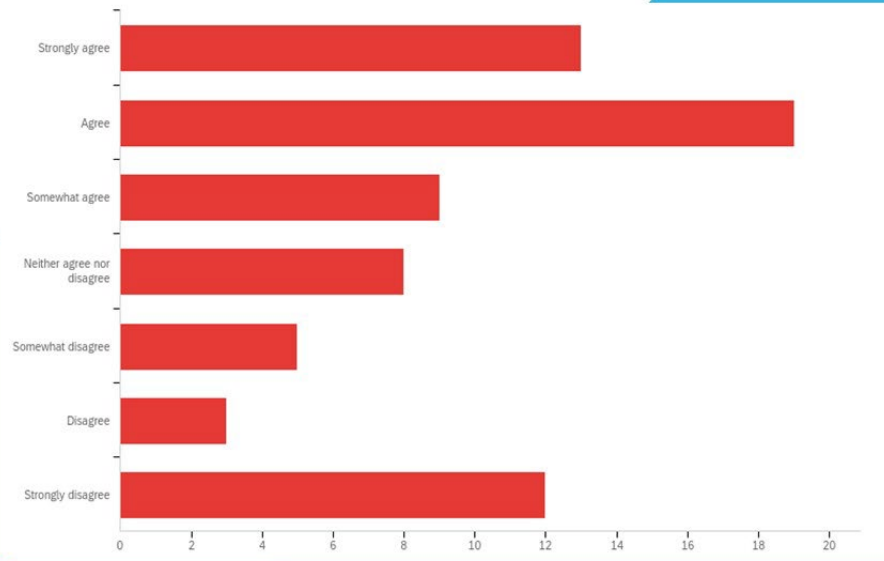
Q9 - I am paid a fair wage.



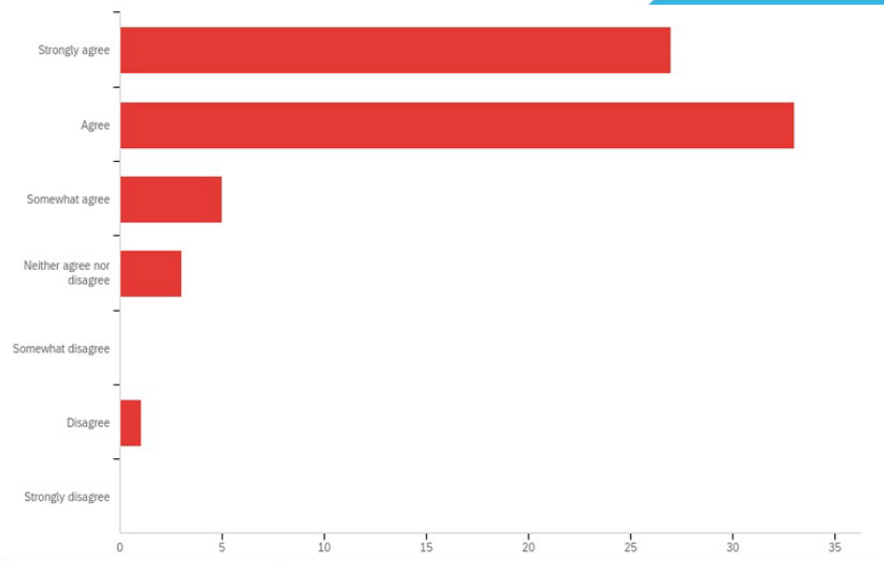
Q10 - South Ogden has an adequate benefit package.



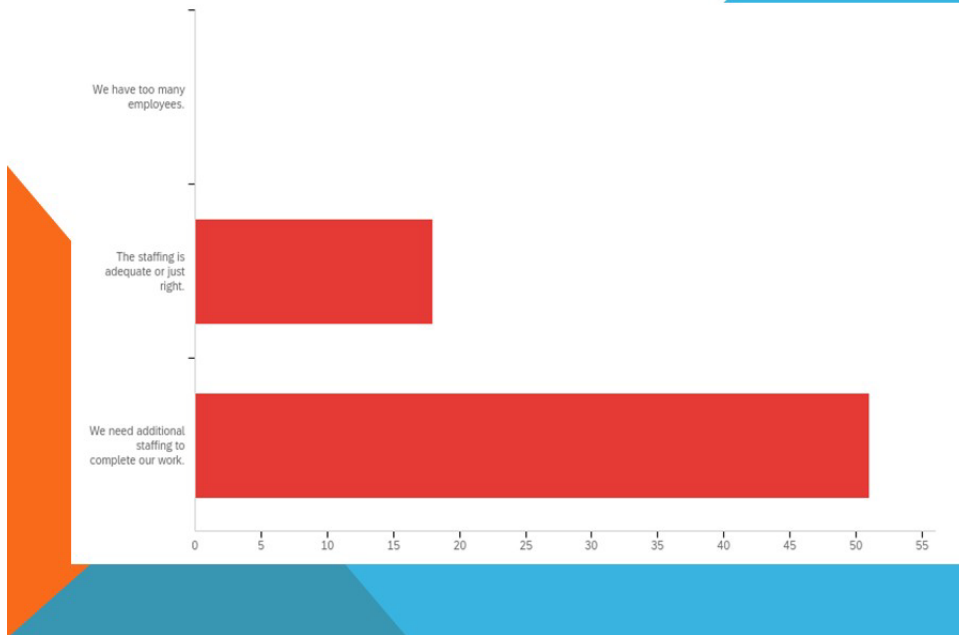
Q11 - When discipline is necessary, it is administered fairly and consistently.



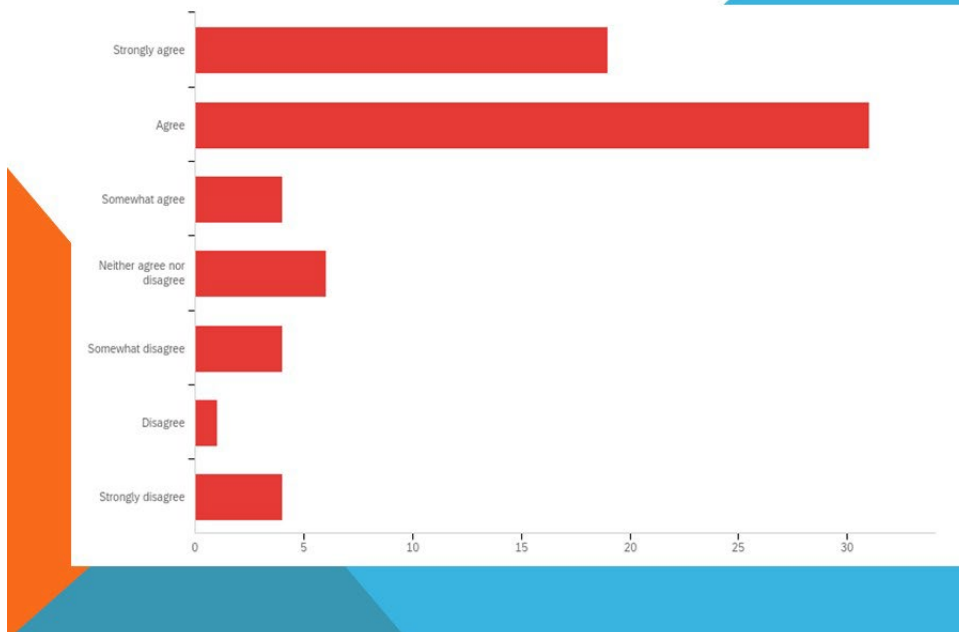
Q13 - Our department is able to complete our assigned tasks in a timely manner.



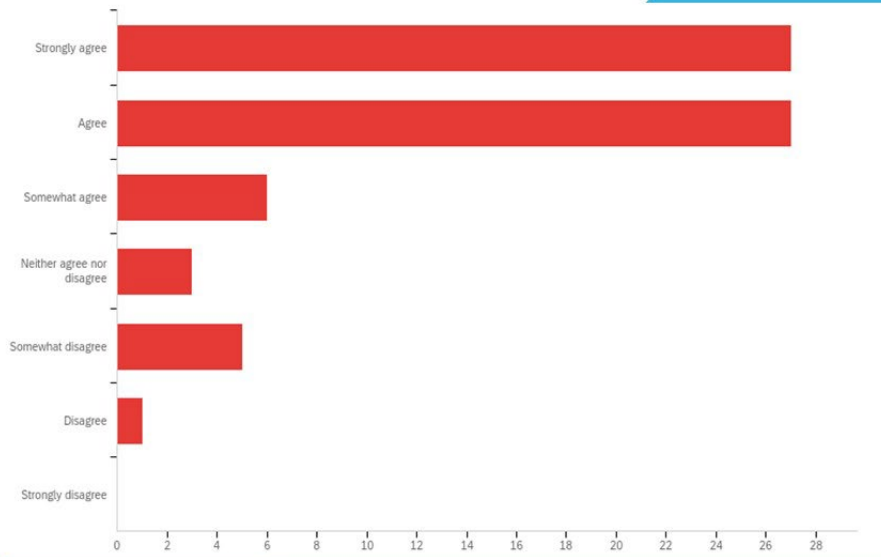
Q14 - The organizational structure (number of employees) of our department is appropriate for our size and workload.



Q15 - My overall morale about my job is good.



Q16 - I have the necessary tools to effectively do my job.



Q17 - The working condition of the equipment I use daily is acceptable.

