



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

TUESDAY, OCTOBER 4, 2022

WORK SESSION – 5 PM IN COUNCIL ROOM

COUNCIL MEETING – 6 PM IN COUNCIL ROOM

### WORK SESSION MINUTES

#### COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Sallee Orr, Brent Strate, Susan Stewart, Mike Howard, and Jeanette Smyth

#### STAFF MEMBERS PRESENT

City Manager Matt Dixon, Assistant City Manager Doug Gailey, Parks and Public Works Director Jon Andersen, Fire Chief Cameron West, Police Chief Darin Parke, and Recorder Leesa Kapetanov

#### MEMBERS OF THE PUBLIC PRESENT

No one else attended this meeting

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

[https://files4.1.revize.com/southogden/document\\_center/Sound%20Files/2022/CC221004\\_1703.mp3](https://files4.1.revize.com/southogden/document_center/Sound%20Files/2022/CC221004_1703.mp3)

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

### I. CALL TO ORDER

- Mayor Porter called the work session to order at 5:04 pm and entertained a motion to begin the meeting 00:00:00

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

### II. REVIEW OF AGENDA

- Council Member Stewart asked that items on the consent agenda be considered separately 00:00:28
- Council Member Orr requested they discuss home occupation licenses and what the state allows during the regular meeting 00:00:47

- Council Member Smyth requested information on housing units in the City  
00:01:34

### III. DISCUSSION ITEMS

#### A. Strategic Plan

- City Manager Matt Dixon facilitated this discussion. He gave the Council a handout; see Attachment A  
00:05:51

### IV. ADJOURN

- At 5:49 pm, the mayor called for a motion to adjourn the work session  
00:44:52

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

## COUNCIL MEETING MINUTES

### COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Sallee Orr, Brent Strate, Susan Stewart, Mike Howard, and Jeanette Smyth

### STAFF MEMBERS PRESENT

City Manager Matt Dixon, Assistant City Manager Doug Gailey, Parks and Public Works Director Jon Andersen, and Recorder Leesa Kapetanov

### MEMBERS OF THE PUBLIC PRESENT

Susan Norberg, Joyce & Bruce Hartman, Dawn Parent, and others

**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/CC221004\\_1759.mp3](https://files4.1.revize.com/southogden/document_center/Sound%20Files/2022/CC221004_1759.mp3)

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

## I. OPENING CEREMONY

### A. Call To Order

- At 6:00 pm, Mayor Porter called the meeting to order and entertained a motion to begin  
00:00:00

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

### B. Prayer/Moment of Silence

The mayor led those present in a moment of silence

### C. Pledge Of Allegiance

Council Member Strate led everyone in the Pledge of Allegiance.

## II. PUBLIC COMMENTS

- The mayor gave those online until 6:06 pm to post their comments and invited anyone present to come forward if they wished to speak

- Susan Norberg 00:01:10 Requested the dog park be left open in winter
- Dawn Parent 00:03:43 “

### III. RESPONSE TO PUBLIC COMMENT

- Mayor Porter instructed staff to put a discussion on the dog park on the October 18 agenda 00:06:11
- The mayor asked and is told there are no online public comments 00:07:32

### IV. CONSENT AGENDA

- A. Approval of September 20, 2022 Council Minutes
- Mayor Porter asked if there were any corrections to the minutes and then called for a motion to approve them 00:07:36

**Council Member Howard so moved. The motion was seconded by Council Member Strate. There were four votes in favor of the motion. Council Member Smyth abstained as she had not been present at the meeting.**

- B. Approval of Class C Beer License for Ramblin Roads Restaurant Located at 1765 Skyline Drive
- Staff overview 00:08:12
  - The mayor called for a motion to approve the beer license 00:09:29

**Council Member Howard so moved, followed by a second from Council Member Strate. There were four votes in favor of the motion and one nay. The motion stood.**

### V. DISCUSSION /ACTION ITEMS

- A. Consideration of Resolution 22-39 – Agreement With Mark H. Bott Company for Heritage Trail Monuments
- Staff overview 00:09:43
  - Council discussion 00:12:37

- Mayor Porter called for a motion to approve Resolution 22-39  
00:14:15

**Council Member Smyth so moved. Council Member Strate seconded the motion. There was no discussion on the motion. The mayor made a roll call vote:**

<b>Council Member Orr-</b>	<b>Yes</b>
<b>Council Member Strate-</b>	<b>Yes</b>
<b>Council Member Stewart-</b>	<b>Yes</b>
<b>Council Member Howard-</b>	<b>Yes</b>
<b>Council Member Smyth-</b>	<b>Yes</b>

**Resolution 22-39 was adopted.**

**B. Consideration of Ordinance 22-17 – Amending SOCC 10-7 by Changing Wording for Setbacks and Amending Building Height Allowances**

- Staff overview 00:14:32
- Council Member Stewart pointed out a reference to nursing homes in the code that should be removed 00:15:07
- Mayor Porter called for a motion to adopt Ordinance 22-17 with the elimination of references to nursing homes  
00:18:39

**Council Member Smyth so moved. The motion was seconded by Council Member Howard. After determining there was no further discussion, the mayor called the vote:**

<b>Council Member Smyth -</b>	<b>Yes</b>
<b>Council Member Howard -</b>	<b>Yes</b>
<b>Council Member Stewart -</b>	<b>Yes</b>
<b>Council Member Strate -</b>	<b>Yes</b>
<b>Council Member Orr -</b>	<b>Yes</b>

**The motion stood.**

- The mayor asked if there had been any online comments. He was told no comments had been made  
00:17:05

## **VII. DISCUSSION ITEMS**

### **A. Discussion on Planning Commission Review of Vacations and Amending Subdivision Plat Review Process**

- Staff overview 00:19:11
- Council discussion 00:21:03
- Mayor Porter instructed staff to put this item on the next agenda for consideration 00:22:33

### **B. Discussion on Corrections to SOCC 10-19-3 Concerning Home Occupation Licenses**

- Staff overview 00:22:38
- Council discussion 00:24:42
- The consensus of the council was to put this item on the next agenda for a vote

## **VIII. REPORTS/DIRECTION TO CITY MANAGER**

### **A. City Council Members**

- Council Member Smyth- nothing to report
- Council Member Howard- nothing to report
- Council Member Strate - 00:35:54
- Council Member Orr- 00:37:40
- Council Member Stewart- 00:39:09

### **B. City Manager 00:41:03**

### **C. Mayor 00:43:34**

## **VI. ADJOURN**

- At 6:45 pm, Mayor Porter called for a motion to adjourn the meeting 00:44:53

**Council Member Howard so moved, followed by a second from Council Member Strate. The voice vote was unanimous in favor of the motion.**

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, October 4, 2022.

  
Leesa Kapetanov, City Recorder

October 18, 2022  
Date Approved by the City Council

## ATTACHMENT A

Handout from City Manager Dixon



	4.0	<b>ECONOMIC DEVELOPMENT: Foster quality economic development by focusing on new development (i.e. businesses, housing, etc.) opportunities, zoning options, code enforcement, increased leveraging of development resources and effective branding.</b>					
Completed	4.1	Develop an Economic Development Strategy for South Ogden.	Matt Dixon	12/31/2021	CDRA Board, Consultants	100	Matt Dixon: Talked with Benj Becker (Zions Bank and CDRA Consultant) about this project. We talked about finding out what the city's focus should be, based on
Attention	4.2	Increase availability of affordable housing in South Ogden.	Matt Dixon	6/30/2025	City Council	20	Matt Dixon: Weber County Housing Affordability and Access Plan Initiative held a kick off meeting. Attached are the notes and the slides from the meeting. Melissa
Attention	4.3	Complete a public project(s) within the City Center CRA that will increase the likelihood of drawing redevelopment attention from investors.	Matt Dixon	9/30/2022			
On Track	4.4	Complete project with private investment that will drive interest and new investment in the City Center CRA	Matt Dixon	6/30/2023			
On Track	4.5	Strengthen the City's brand.	Jamie Healy		City Council	4.68	
Attention	4.6	Strengthen the City's relationship with our business community.	Jamie Healy	6/30/2023	Mayor and City Council,		
NEW	4.7	[new] Pursue redevelopment of deteriorating commercial properties with low property values at key sites.	Matt Dixon				
	4.7.1	Provide appropriate public assistance for demolition of key properties and improved infrastructure at key sites, particularly along the northern end of Highway 89. These sites have good access and visibility but present a poor					
	4.7.2	Consider public assistance to create a public gathering place at an appropriate site that will attract the public through amenities such as plazas, fountains, pavilions, eating areas, etc.					
	4.7.3	Create and implement long-term plans to maximize highest- and best use development at key intersections along Highway 89 extending between the northern and southern clusters in the City.					
NEW	4.8	[new] Retain and strengthen existing businesses.	Matt Dixon				
	4.8.1	Provide sales tax leakage information to specific businesses which show the potential for business expansion opportunities within related industries.					

	4.8.2	Work with existing businesses to adapt to changing retail trends including the need for drive-thru/pickup space, assistance with online retailing, etc.					
	4.8.3	Continue to promote and highlight "Shop South Ogden" to encourage local residents to support the businesses located throughout South Ogden.					
NEW	4.9	[new] Recruit additional businesses to South Ogden	Matt Dixon				
	4.9.1	Approach property owners of key sites, especially those providing connectivity with other retail sites in the northern business cluster, regarding retail opportunities (such as those identified in the sales leakage analysis).					
	4.9.2	Approach businesses desired by the City, that are lacking in the surrounding area, (including Riverdale & Ogden) through avenues such as ICSC, local brokers and drop in visits.					
NEW	4.10	[new] Develop a community gathering place that will add to the image and reputation of the City and provide increased quality of life for residents.	Matt Dixon				
	4.10.1	Identify potential key sites, properties and property owners that would provide an ideal site for a community gathering destination.					
	4.10.2	Create a Small Area Master Plan for the site.					
	4.10.3	Consider the use of all available economic tools to assist with this project.					
NEW	4.11	[new] Recognize that residential redevelopment with increased density, in key locations, can provide fiscal benefits to the City through increased property, sales and municipal energy revenues.	Matt Dixon			33.33	
	4.11.1	Consider assistance with podium parking needs for higher-density development.					
	5.0	<b>COMMUNITY ENGAGEMENT: Create opportunities for residents and businesses throughout the City to work and serve together while being connected to and valued by the City.</b>					
On Track	5.1	Increase utilization of City facilities (i.e. amphitheater, parks, etc.).	Jamie Healy	4/1/2022	City Council, Grants,	50	Matt Dixon: 11/05/20 - Received grant money from both Walmart and RAMP for amphitheater Matt Dixon: 04/17/20 - Filed EZ Grant on

New

	4.0	<b>ECONOMIC DEVELOPMENT: Foster quality economic development by focusing on new development (i.e. businesses, housing, etc.) opportunities, zoning options, code enforcement, increased leveraging of development resources and effective branding.</b>				
	4.1	Pursue redevelopment of deteriorating commercial properties with low property values at key sites.	Matt Dixon			
	4.1.1	Provide appropriate public assistance for demolition of key properties and improved infrastructure at key sites, particularly along the northern end of Highway 89. These sites have good access and visibility but present a poor visual appearance for the City.				
	4.1.2	Consider public assistance to create a public gathering place at an appropriate site that will attract the public through amenities such as plazas, fountains, pavilions, eating areas, etc.				
	4.1.3	Create and implement long-term plans to maximize highest-and-best use development at key intersections along Highway 89 extending between the northern and southern clusters in the City.				
On Track	4.1.4	Identify parcels that, if assembled and prepared, would expedite the City's redevelopment within the City Center CRA.	Matt Dixon	6/30/2022		
	4.1.5	Work with Bennenson Capital on redevelopment of Big Lots/Savers property	Matt Dixon	6/30/2022	Leonard Kreppel, Mark Vlasic, Adam Long	MattDixon : Files attached were transferred from an old Strategic
	4.1.6	Work with Cypress Equity Investments (CEI) on possible redevelopment, mixed-use project	Matt Dixon	12/31/2021	Christian Machuca (CEI)	MattDixon : Working with Christian Machuca 818.387.5216 with CEI as an
	4.2	Retain and strengthen existing businesses.	Matt Dixon			
	4.2.1	Provide sales tax leakage information to specific businesses which show the potential for business expansion opportunities within related industries.				
	4.2.2	Work with existing businesses to adapt to changing retail trends including the need for drive-thru/pickup space, assistance with online retailing, etc.				
	4.2.3	Continue to promote and highlight "Shop South Ogden" to encourage local residents to support the businesses located throughout South Ogden.				
	4.2.3.1	Create social media posts to highlight businesses.	Jamie Healy	7/1/2023	Mayor Porter & City Council	MattDixon : 11/5/20 - Following is up to 2,864
Attention	4.2.3.2	Re-evaluate and make changes to SOBA.	Jamie Healy	3/1/2022	City Council	MattDixon : 11/05/20 - Covid has slowed progress on SOBA. I will create a facebook page to use a meeting place for businesses to communicate.
	4.2.3.3					
	4.2.3.4					
	4.2.3.5					
	4.3	Recruit additional businesses to South Ogden	Matt Dixon			

	4.3.1	Approach property owners of key sites, especially those providing connectivity with other retail sites in the northern business cluster, regarding retail opportunities (such as those identified in the sales leakage analysis).				
	4.3.2	Approach businesses desired by the City, that are lacking in the surrounding area, (including Riverdale & Ogden) through avenues such as ICSC, local brokers and drop in visits.				
	4.4	Develop a community gathering place and other public improvements that will add to the image and reputation of the City and provide increased quality of life for residents.	Matt Dixon			
	4.4.1	Identify potential key sites, properties and property owners that would provide an ideal site for a community gathering destination.				
	4.4.2	Create a Small Area Master Plan for the site.				
	4.4.3	Consider the use of all available economic tools to assist with this project.				
	4.4.4	Schedule meeting with key staff to review possible projects within the City Center CRA that would help increase likelihood of attracting new development (i.e. raised medians, street lights, banners, etc.)	Matt Dixon	9/30/2021	Leesa Kapetnov	
On Track	4.4.4.1	Work with UDOT Region 1 Planner, Chris Chesnut to discuss mid-block crossings along Washington Blvd.	Matt Dixon	6/30/2022	Mark Vlasic	MattDixon : UDOT has informed the city that they are moving forward with a design to install a ped-activated crossing at 37th
	4.4.5	Review estimated increment available for debt service within the Project area	Steve Liebersbach	9/30/2021	Matt Dixon	
	4.5	Recognize that residential redevelopment with increased density, in key locations, can provide fiscal benefits to the City through increased property, sales and municipal energy revenues.	Matt Dixon			33.33
	4.5.1	Consider assistance with podium parking needs for higher-density development.				
Completed	4.5.2	Consider creating a Community Reinvestment Area (CRA) to help offset the costs of redevelopment in defined areas and maximizing increment in existing areas.	Matt Dixon	6/30/2021	City Council	100
	4.5.3	Use fiscal impacts modeling to guide areas of density and redevelopment efforts.				
On Track	4.6	Strengthen the City's brand.	Jamie Healy		City Council	4.68
On Track	4.6.1	Construct Welcome to South Ogden signs at key locations in the City.	Matt Dixon	6/30/2025	Jon Andersen, Brad Jensen (Engineer), CDRA Board/Budget	
On Track	4.6.1.1	Review sign designs and gather cost estimates	Matt Dixon	12/31/2021	Mark Vlasic	
Attention	4.6.1.2	Identify desired locations for Welcome signs	Matt Dixon	12/31/2021	Jon Andersen	
On Track	4.6.1.3	Develop a project timeline that aligns with council desires and budget resources	Matt Dixon	12/31/2021	Steve Liebersbach	
On Track	4.6.1.4	Construct signs at designated locations - according to plans	Matt Dixon	6/30/2025	Jon Andersen	

	4.6.2	Improve way-finding signage throughout the City (parks, city hall, public works, etc.).	Jamie Healy	1/1/2023	Jon Andersen, City Council		
	4.6.2.1	Prepare project report identifying sign locations, types, design and cost estimates		3/30/2022	Mark Vlasic, Jon Andersen		
	4.6.2.2	Present report to City Council for review, discussion and direction		6/30/2022			
	4.6.3	Review and take steps to ensure the City has Brand Consistency	Jamie Healy	6/30/2022	Department Directors, City Council	18.75	
	4.6.3.1	Email Brand Consistency -Design -Approval -Implement	Jamie Healy	3/1/2022		50	JamieHealy : Came up with a new signature line to match our style guide for each department. Next step is to work with department heads on the change over.
	4.6.3.2	Letterhead		3/1/2022		25	
	4.6.3.3	Vehicles		8/1/2022			
	4.6.3.4	Business Cards		3/1/2022			
	4.6.4	Create external/internal brand consistency	Jamie Healy				JamieHealy : Came up with a new
	4.6.4.1	Website update	Jamie Healy				
	4.6.4.2	Social media content protocol	Jamie Healy				
	4.6.4.3	Press release, letterhead, email consistency	Jamie Healy				
	4.6.4.4		Jamie Healy				
Attention	4.7	Increase availability of affordable housing in South Ogden.	Matt Dixon	6/30/2025	City Council	20	MattDixon : Weber County Housing Affordability and Access Plan Initiative held
On Track	4.7.1	Form a relationship(s) with developers of affordable housing projects and explore options and interest in partnering on a project in S. Ogden.	Matt Dixon	11/30/2021	City Council, CDRA Board		MattDixon : Meeting set up for 5/4/2020 with Preserve Partners (Max Rosendin and Paula Hartig) who owns and manages Villa Grande as a Community Development Initiative
Attention	4.7.1.1	Schedule work session with Preserve Partners (Max and Paula) for education and learning on possible projects.	Matt Dixon	10/31/2021			MattDixon : Emailed Max to see if he can come meet with us in the next few months.
Attention	4.7.1.2	Schedule work session with Peter Lee to learn more about mortgage financing through Zions	Matt Dixon	10/31/2021			
Attention	4.7.1.3	Review information provide by Peter Lee, Mortgage Loans, Zions Bank (801.500.4989), peter.lee@zionsbancorp.com and consider scheduling work session with him and the CDRA Board	Matt Dixon	9/30/2021			MattDixon : there are two other files in Onenote folder for WACOG Affordable Housing file notes related to Pasadena's program.
Completed	4.7.2	Gather information about what kinds of programs are permissible with the Olene Walker funds.	Matt Dixon	10/31/2021		100	MattDixon : Councilmember Howard has helped arrange to have a representative
Attention	4.7.3	Prepare report of possible policies/programs that will aid the City in preserving existing affordable housing in the City.	Matt Dixon	12/31/2021	City Council/CDRA Board		MattDixon : Found some great information related to Inclusionary Zoning <a href="https://inclusionaryhousing.org/designing-">https://inclusionaryhousing.org/designing-</a>
On Track	4.7.4	Meet with the council to discuss options and get direction on South Ogden's program.	Matt Dixon	3/31/2022	CDRA Board		
On Track	4.7.5	Complete Affordable Housing Project	Matt Dixon	6/30/2024	CDRA Board		