



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

TUESDAY, OCTOBER 17, 2023

WORK SESSION – 5 PM IN EOC ROOM

COUNCIL MEETING – 6 PM IN COUNCIL ROOM

WORK SESSION MINUTES

COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Susan Stewart, Mike Howard, and Jeanette Smyth

COUNCIL MEMBERS EXCUSED

Brent Strate and Sallee Orr

STAFF MEMBERS PRESENT

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

OTHERS PRESENT

Eric Lee

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

https://cms7files.revize.com/southogden/document_center/Sound%20Files/2023/CC231017_1702.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
00:00:00

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

II. REVIEW OF AGENDA

- No one requested review of agenda items

III. DISCUSSION ITEMS

A. Strategic Plan Review

- City Manager Matthew Dixon reviewed the strategic plan and gave the Council updates on which items were being worked on

00:00:45

B. Bird Scooters

Mr. Dixon explained the trial contract with Bird Scooters had ended and it was now renewing automatically. He asked if they wanted to continue allowing Bird Scooters to operate in the city.

00:32:51

IV. ADJOURN

- At 5:44 pm, Mayor Porter called for a motion to adjourn the work session

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

00:41:12

COUNCIL MEETING MINUTES

COUNCIL MEMBERS PRESENT

Mayor Russell L. Porter, Council Members Susan Stewart, Mike Howard, and Jeanette Smyth

COUNCIL MEMBERS EXCUSED

Brent Strate and Sallee Orr

STAFF MEMBERS PRESENT

City Manager Matthew Dixon, Assistant City Manager Doug Gailey, Finance Director Steve Liebersbach, Parks and Public Works Director Jon Andersen, Police Chief Darin Parke, and Recorder Leesa Kapetanov

MEMBERS OF THE PUBLIC PRESENT

Lauren Shafer, Ricky Hatch, Doug Stephens, Bryanna Collard, Dawn Parent, Kathryn Ruth

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

https://cms7files.revize.com/southogden/document_center/Sound%20Files/CC231017_1759.mp3

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

I. OPENING CEREMONY

A. Call To Order

- Mayor Porter called the meeting to order at 6:00 pm and asked for a motion to begin
00:00:00

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

- The mayor excused Council Members Orr and Strate who were attending to family matters
00:00:06

B. Prayer/Moment of Silence

- The mayor led those present in a moment of silence

C. Pledge Of Allegiance

- Council Member Stewart led everyone in the Pledge of Allegiance

II. PRESENTATION

- Weber County Clerk/Auditor Ricky Hatch and Lauren Shafer from the Weber County Elections Office gave a presentation on the security of ballots during an election. See Attachment A.

00:00:56

III. PUBLIC COMMENT

- | | | |
|-------------------|----------|---|
| • Doug Stephens | 00:35:37 | Commented on election security |
| • Kathryn Ruth | 00:37:15 | Requested the dog park be left open |
| • Dawn Parent | 00:38:48 | Requested the dog park be left open |
| • Breanna Collard | 00:40:37 | Asked if roadwork on Monroe was completed, because there was still a lot of rocks remaining |

IV. RESPONSE TO PUBLIC COMMENT

- Mayor Porter and staff responded to some of the public comments

00:41:23

- The mayor asked and was told there had been no online public comments

00:42:46

V. CONSENT AGENDA

A. Approval of October 3, 2023 Council Minutes

- The mayor asked if there were any corrections or comments for the minutes. No one responded. He then called for a motion to approve the consent agenda.

00:42:50

Council Member Smyth so moved. The motion was seconded by Council Member Howard. The voice vote was unanimous in favor of the motion.

VI. PUBLIC HEARING

To Receive and Consider Comments on Proposed Water Utility Rate Increase

- Mayor Porter invited Finance Director Steve Liebersbach to give an overview of the proposed utility rate increase. Mr. Liebersbach used some spreadsheets as part of his presentation. See Attachment B.

00:43:12

- The mayor called for a motion to enter into a public hearing to receive and consider comments on the proposed water utility rate increase

00:58:49

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

- Mayor Porter informed those present that public comments had been received via email concerning the rate increase. He shared some of the comments.
00:59:09
- Doug Stephens 01:02:07
- Online comment by JJ Payne, read by Assistant City Manager Doug Gailey
01:04:34
- After determining there were no more comments, the mayor called for a motion to close the public hearing 01:08:39

Council Member Smyth so moved. Council Member Howard seconded the motion. The voice vote was unanimous in favor of the motion.

VII. DISCUSSION/ACTION ITEMS

A. Consideration of Ordinance 23-18 – Increasing Water Utility Rates

- The mayor answered questions raised during the public hearing
01:08:50
- Questions/Discussion There was no discussion on this item.
- Comments by City Manager Matthew Dixon
01:11:11
- Mayor Porter called for a motion to adopt Ordinance 23-18
01:15:30

Council Member Howard so moved. The motion was seconded by Council Member Smyth. The mayor asked if there was further discussion and seeing none, he made a roll call vote:

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

Ordinance 32-18 was adopted.

B. Consideration of Ordinance 23-19 – Amending South Ogden City Code to Allow Second Driveways for Additional Off-Street Parking

- Staff overview 01:15:48
- Questions/Discussion 01:16:29
- Mayor Porter called for a motion to approve Ordinance 23-19
01:20:16

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

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

The code amendments were approved.

VIII. DISCUSSION ITEMS

City Council Strategic Initiative 6.3- Create or Allow For, And Reduce Regulations Related To, Internal or Detached Accessory Dwelling Units in Residential Zones

- Staff overview 01:20:36
- Discussion 01:24:53
- Council Member Howard requested this be put on a work session agenda so they could learn more about it 01:26:39

IX. REPORTS/DIRECTION TO CITY MANAGER

A. City Council Members

- Council Member Stewart- 01:27:36
- Council Member Smyth- 01:28:00
- Council Member Howard- 01:28:20

B. City Manager- 01:29:26

C. Mayor- 01:32:48

VI. ADJOURN

- At 7:37 pm, the mayor called for a motion to adjourn.
01:36:50

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 Work Session and Council Meeting held Tuesday, October 17, 2023.


Leesa Kapetanov, City Recorder

November 7, 2023
Date Approved by the City Council

Attachment A

Visual Presentation by Weber County Elections Office



WEBER ELECTIONS



Election Integrity

- Voter Registration
- Ballot Verification and Chain of Custody
- Scanning, Tabulation, and Equipment Security
- Voter Responsibility



Voter Records

Voter Database - Separation of duties



Clerks enter
and manage
data



Lt. Gov.'s
office
oversees
and audits



Voter Verification



REQUIRED

- UT Drivers License/State ID # **OR** SSN #
 - **Verified** with the DLD and/or SSA
 - Unverifiable registrations are rejected
- Signature – up to **5 on file**

Records - Maintenance



- **Check for Duplicate Registration**
 - Within UT & in 28 other states
- **Check for Deceased Voters**
 - Notices from State, SSA, obituaries
- **Automatic Updates from DOD**
- **National Change of Address**
- **Vote by Mail**

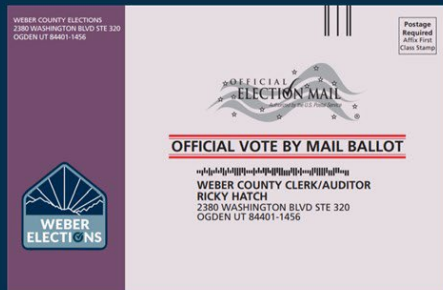


Ballot Undeliverable Rate	
2013	2022
20.0%	1.5%

AUDITED



Ballot Envelope – Security



Ballot Envelope - **Security**



- Remains **SEALED** during the entire verification process
- No personal or party information



Ballot Envelope – Security



Each ballot is assigned a **UNIQUE CONTROL NUMBER**

- Auto generated
- Specific to the voter, the election, & the ballot



**Lost
Soiled
Moved
Not received**



Ballot Envelope – Security



Replacement Ballots

- Original control number must be **DEACTIVATED**
- New control number generated
 - Won't generate if original is not deactivated

Envelope Sorter



BARCODE SCAN

Valid control number

Picture taken of voter's signature

Signature Verification



SIGNATURE REVIEW

- Envelope signature **compared** to up to 5 signatures on file
- Status assigned
 - **GOOD** = signatures match
 - **CHALLENGED** = no match or unsigned
- Challenged go through a **2nd and 3rd review** by Elections Staff

AUDITED



Signatures - Challenged

- **VOTERS NOTIFIED** (mail, text and email)
- Provided with a **cure letter and instructions**
 - Must sign and provide SSN or DL number
- If cure letter is returned & verified, **ballot is counted**.
 - **1.2%** of envelopes are Challenged. **60%** of these are returned

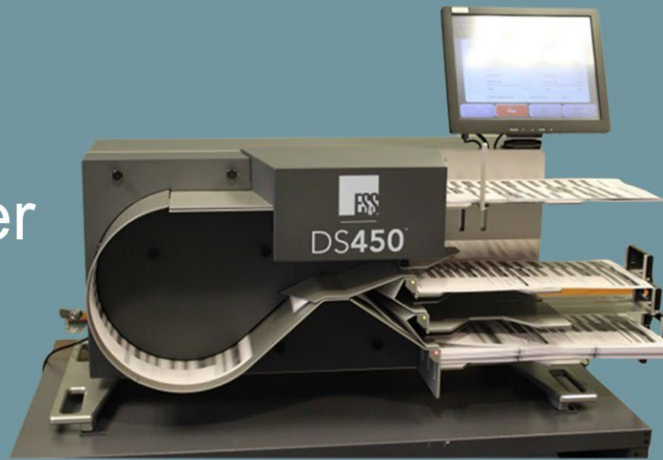
Ballot Processing – **Chain of Custody**



- Ballots grouped in batches w/audit card
- Workers initial card when processing
- Reconciliations throughout process
 - If discrepancy: stop process & rectify



Ballot Scanner ES&S DS450



Security Measures



Certified by **EAC** (United States Election Assistance Commission)



Never networked or **connected** to the Internet



No modem, Wi-Fi or Bluetooth capabilities



All software **updates** are done manually

Security seals – logged

Hash audits before and after use

Any activity by vendor must be scheduled, supervised, & logged

Voter Responsibility

- Update address
 - vote.utah.gov
 - dld.utah.gov
- Notify Election Office
 - Receive a ballot for someone that no longer lives at your address?
- Track your ballot status
 - USPS Informed Delivery
 - ballottrax.utah.gov

AUDITS



Standard element in election administration

Always performed:

- **Before** – in a publicly noticed meeting
- **During** – in full view of poll watchers
- **After** – in a publicly noticed meeting

RELIABLE INFORMATION

weberelections.gov

vote.utah.gov

Weber Elections



In a sea of information,
find reliable election information
at www.weberelections.gov
or www.vote.utah.gov



weberelections.gov

elections@weberelections.gov

801-399-8034



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Attachment B

Spreadsheets Presented by Finance Director Steve Liebersbach

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SOUTH OGDEN CITY FY 2024 UTILITY RATES

	WATER USAGE PRICE RATE PER LEVEL		SEWER USAGE PRICE RATE PER LEVEL	WATER BASE FEE	SEWER BASE FEE	GARBAGE RATE PER CAN	RECYCLIN G RATE PER CAN	RESIDENTIAL STORM DRAIN FEE
WATER USAGE LEVELS	Rate per 1000 Gallons	SEWER USAGE LEVELS	Rate per 1000 Gallonos	\$11.47	\$16.05	\$11.56	\$4.09	\$11.93
0- 3,999 GALLONS	\$1.43	0- 3,999 GALLONS	\$1.14					
4,000 - 7,999 GALLONS	\$3.15	4,000 - + GALLONS	\$4.77					
8,000 - 10,999 GALLONS	\$3.73							
11,000 - 15,999 GALLONS	\$4.29							
16,000 - + GALLONS	\$4.59							

No rate currently calculated

FY 2023 garbage went up 3 1/2%

DUPLEX STORM DRAIN FEE	4- PLEX STORM DRAIN FEE	COMMERCIAL STORM DRAIN PER ERU
\$17.88	\$23.83	\$11.93

Water Capital Projects

May 31, 2023 F/S Cash on Hand Balance:

\$2,712,579

Y-T-D

(\$458,645)

		FY 2024 Budgeted	FY 2023 budget \$0.00 used
51-40-707	PRV Scada install - 40th & 900 E	\$0	\$50,000
51-40-709	Ben Lomond & Sunset	\$1,200,000	
51-40-711	Brier Point Loop	\$1,120,000	
51-40-712	38th Grant & Kiesel Loop	\$346,610	
			\$2,666,610
	FY 2025		
CAP PLAN	40th below Washington Blvd	\$514,329	
CAP PLAN	Chimes View below Washington Blvd	\$514,329	
			\$1,028,658
	FY 2026		
CAP PLAN	Porter Ave PRV (regular pit)	\$750,000	
CAP PLAN	Ben Lomond & Sunset	\$209,728	
CAP PLAN	Future planning studies	\$20,000	
			\$979,728
	FY 2027		
CAP PLAN	Replace 4" line w/8" Adams (3800 S & Sylvia)	\$85,140	
CAP PLAN	Replace 4" line w/8" Del Mar (Madison & 775 E)	\$89,700	
CAP PLAN	Replace 4" line w/8" Maple St 7 Madison Ave	\$214,260	
CAP PLAN	Replace 4" line w/8" Adams (Leona & 3700 S)	\$143,256	
	42nd Reconnect - WBWCD	\$813,000	
	Service Line Disconnect/Reconnect	\$50,000	
			\$1,395,356
	FY 2028		
CAP PLAN	Replace 4" w/8" on Leona (Adams & 3800 S)	\$168,318	
CAP PLAN	5800 S (1125 E to 5850 S)	\$180,942	
CAP PLAN	PRV (40th & Adams)	\$100,000	
CAP PLAN	Replace 6" w/8" on 900 E 5375 S	\$181,140	
CAP PLAN	Construct new PRV station 3850 S on Orchard	\$89,676	
CAP PLAN	Replace 14" w/14"D.1 on Country Hills Dr	\$439,320	
	900 E. (4200 S. to 4400 S.)	\$504,808	
	800 E. (5300 to 5600)	\$433,850	
	Briar Pointe (east and west roads)	\$489,000	
			\$2,587,054
	5 year requirements		\$8,657,406

10/17/2023

Base fee = \$14.33 no change tier I & includes 11% increase on other tiers

#1	Resident - current bill		New base fee w/usage		
A.	2,000 gallons of water used:		Current		Proposed
	2 x \$1.43	\$2.86	1 x \$1.43	\$2.86	
	Base fee	\$11.47	Base fee	\$14.33	
	Total fee	\$14.33		\$17.19	
B.	1,500 gallons of sewer used:		2 x \$1.14	\$2.28	2.28
	2 x \$1.14	\$2.28	Base fee	\$16.05	
	Base fee	\$16.05		\$18.33	
		\$18.33		\$18.33	
C.	Storm drain fee:	\$11.93		\$11.93	
D.	Road Improvement Fee:	\$5.52		\$5.52	
E.	Garbage	\$11.56		\$11.56	4.35%
	Recycling	\$4.09		\$4.09	
		\$65.76		\$68.62	

#2	Resident - current bill		New base fee w/usage		
A.	8,000 gallons of water used:		Current		Proposed
	3 x \$1.43	\$4.29	3 x \$1.43	\$4.29	
	4 x \$3.15	\$12.60	4 x \$3.50	\$14.00	
	1 x \$3.73	\$3.73	1 x \$4.14	\$4.14	
	0 x \$4.29	\$0.00	0 x \$4.76	\$0.00	
	0 x \$4.59	\$0.00	0 x \$5.09	\$0.00	
	Base fee	\$11.47	Base fee	\$14.33	
	Total fee	\$32.09		\$36.76	
B.	8,000 gallons of sewer used:		3 x \$1.14	\$3.42	3.42
	3 x \$1.14	\$3.42	5 x \$4.77	\$23.85	
	5 x \$4.77	\$23.85		\$0.00	
	Base fee	\$16.05	Base fee	\$16.05	
		\$43.32		\$43.32	
C.	Storm drain fee:	\$11.93		\$11.93	
D.	Road Improvement Fee:	\$5.52		\$5.52	
E.	Garbage	\$11.56		\$11.56	4.30%
	Recycling	\$4.09		\$4.09	
		\$108.51		\$113.18	

#3	Resident - current bill		New base fee w/usage		
A.	16,000 gallons of water used:		Current		Proposed
	3 x \$1.43	\$4.29	3 x \$1.43	\$4.29	
	4 x \$3.15	\$12.60	4 x \$3.50	\$14.00	
	3 x \$3.73	\$11.19	3 x \$4.14	\$12.42	
	5 x \$4.29	\$21.45	5 x \$4.76	\$23.80	
	1 x \$4.59	\$4.59	1 x \$5.09	\$5.09	
	Base fee	\$11.47	Base fee	\$14.33	
	Total fee	\$65.59		\$73.93	
B.	16,000 gallons of sewer used:		3 x \$1.14	\$3.42	3.42
	3 x \$1.14	\$3.42			

	13 x \$4.77	\$62.01		
		\$0.00		
	Base fee	\$16.05		
		<u>\$81.48</u>		
C. Storm drain fee:		\$11.93		
D. Road Improvement Fee:		\$5.52		
E. Garbage		\$11.56	\$8.34	4.61%
Recycling		\$4.90		
			<u>\$189.32</u>	
			<u>\$180.98</u>	

#4	Commercial - current bill		New base fee w/usage	
A. 146,000 gallons of water used:	Current		Proposed	
	3 x \$1.43	\$4.29	3 x \$1.43	\$4.29
	4 x \$3.15	\$12.60	4 x \$3.50	\$14.00
	3 x \$3.73	\$11.19	3 x \$4.14	\$12.42
	5 x \$4.29	\$21.45	5 x \$4.76	\$23.80
	131 x \$4.59	\$601.29	131 x \$5.09	\$666.79
	Base fee	\$11.47	Base fee	\$14.33
Total fee		<u>\$662.29</u>		<u>\$735.63</u>
B. 146,000 gallons of sewer used:				
	3 x \$1.14	\$3.42	3 x \$1.14	\$3.42
	143 x \$4.77	\$682.11	143 x \$4.77	\$682.11
		\$0.00		\$0.00
	Base fee	\$16.05	Base fee	\$16.05
		<u>\$701.58</u>		<u>\$701.58</u>
C. Storm drain fee: 20.82 ERU		\$248.38		\$248.38
D. Road Improvement Fee:		\$30.48		\$30.48
E. Garbage		\$0.00		\$0.00
Recycling		\$0.00		\$0.00
				<u>\$73.34</u>
		<u>\$1,642.73</u>		<u>\$1,716.07</u>

SOUTH OGDEN CITY FY 2024 UTILITY RATES

	WATER USAGE PRICE RATE PER LEVEL	NEW USAGE RATES		SEWER USAGE PRICE RATE PER LEVEL	WATER BASE FEE	NEW WATER BASE FEE	SEWER BASE FEE	GARBAGE RATE PER CAN	RECYCLIN G RATE PER CAN	RESIDENTIAL STORM DRAIN FEE
WATER USAGE LEVELS	Rate per 1000 Gallons	Rate per 1000 Gallons	SEWER USAGE LEVELS	Rate per 1000 Gallons	\$11.47	\$14.33	\$16.05	\$11.56	\$4.09	\$11.93
1 0- 3,999 GALLONS	\$1.43	\$1.43	0- 3,999 GALLONS	\$1.14						
2 4,000 - 7,999 GALLONS	\$3.15	\$3.50	4,000 - + GALLONS	\$4.77						
3 8,000 - 10,999 GALLONS	\$3.73	\$4.14								
4 11,000 - 15,999 GALLONS	\$4.29	\$4.76								
5 16,000 - + GALLONS	\$4.59	\$5.09								

Water increase =

Base fee from \$11.47 to \$14.33
Tiers 2 - 5 have 11% increase

DUPLEX STORM DRAIN FEE	4- PLEX STORM DRAIN FEE	COMMERCIAL STORM DRAIN PER ERU
\$17.88	\$23.83	\$11.93