

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 14 July 2026

TIME COMMENCED: 6:00 p.m.

LOCATION: South Weber City Office at 1600 East South Weber Drive, South Weber, UT
Meeting streamed on YouTube on 14 July 2026 at 6:00 p.m.

PRESENT:	MAYOR:	Rod Westbroek
	COUNCIL MEMBERS:	Jeremy Davis Joel Dills Blair Halverson Angie Petty Wayne Winsor
	CITY RECORDER:	Lisa Smith
	CITY MANAGER:	David Larson
	CITY ATTORNEY:	Jayme Blakesley
	FINANCE DIRECTOR:	Brett Baltazar
	COMMUNITY DEV MGR:	Lance Evans
	COMMUNITY RELATIONS:	Shaelee King
	FIRE CHIEF:	Derek Tolman
	INTERN:	Celeste Wu

Minutes: Michelle Clark

ATTENDEES: Paul Sturm, Michael Grant, John Grubb, and Ren Strong.

GENERAL MEETING OPEN (Agenda items may be moved to meet the needs of the Council.)

1. Pledge of Allegiance: Council Member Dills

2. Prayer: Council Member Davis

3. Public Comment: Please respectfully follow these guidelines.

- a. Individuals may speak once for 3 minutes or less: Do not remark from the audience.**
- b. State your name & city and direct comments to the entire Council (They will not respond).**

ACTION ITEMS

4. Consent Agenda

a. June 23, 2026 Minutes

b. June Checks

c. May Budget to Actual

Councilman Dills raised concerns about whether developer engineering review fees are being reimbursed to the city in a timely and transparent manner. He noted that preliminary drawing review fees charged by Jones & Associates should be passed through to developers, but he could not see those reimbursements reflected in the same account where the expenses were recorded. Finance Director Brett Baltazar explained that the city does recover these costs, but they are tracked in separate revenue and expense accounts rather than a single account. As a result, the reimbursement is recorded as revenue while the engineering payment is recorded as an expenditure, requiring both accounts to be compared to verify full cost recovery.

The discussion then shifted to the timing of reimbursements. Staff acknowledged there is often a delay between when engineering work is performed and when developers pay their invoices, with payments sometimes taking 30 to 60 days after billing. Councilman Dills emphasized that his primary concern was ensuring the city is not temporarily absorbing costs that should be reimbursed by developers.

Staff agreed the question was valid and committed to reviewing the process with Councilman Dills. They also noted they have been discussing whether to revise the reimbursement methodology to make costs more predictable for developers and reduce the need for multiple invoices. The discussion concluded with agreement to review the entire process to ensure it is efficient, transparent, and fully recovers developer-related costs.

Councilman Winsor moved to approve the consent agenda as written. Councilman Halverson seconded the motion. Mayor Westbroek called for a voice vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

5. Resolution 26-27: South Weber Model Railroad Club Agreement

South Weber funded the initial construction of the model railroad tracks in Canyon Meadows Park in 2009, and the South Weber Model Railroad Club has operated the site ever since. The original agreement was revised in September 2023 to better define the responsibilities of both South Weber City and the Club; however, ongoing concerns about unresolved safety hazards and poor weed control prompted a City Council hearing on April 28 to consider ending the agreement. Instead of immediate termination, the Council granted the club a 60-day extension to address the issues and work with the city on a new cooperative agreement that would meet the needs of both parties.

Councilwoman Petty explained the updated agreement allows the Club to operate, maintain, and manage the miniature railroad facilities located in Canyon Meadows Park through December 31, 2036. The Club assumes primary responsibility for the railroad's construction, maintenance, operations, safety inspections, insurance, funding, and liability, while the city provides park maintenance, technical support, and oversight. The Club also must provide free public ride days at least two Saturdays per month from April through October, participate in

city events when possible, and pay an annual lease fee of \$200. The agreement establishes procedures for facility modifications, safety audits, reporting, default enforcement, dispute resolution, and allows either party to terminate the agreement with 30 days' written notice.

Councilman Winsor asked about public concerns regarding the \$200 annual lease fee, noting that some residents felt it seemed low. He questioned whether the agreement also included additional benefits to the city in lieu of a higher lease payment, such as increased public operating days and other provisions, to help demonstrate the value the city is receiving under the agreement.

Councilwoman Petty explained that the additional operating days would be public run days for residents and visitors, providing greater community access to the train attraction. She noted that the train club also volunteered to add one weekday operating day each month, but that provision was not included in the agreement yet because the club wanted to confirm it had sufficient volunteer staffing before making it a contractual obligation. She also highlighted other concessions made by the train club and reminded the council that under the original agreement, the city was responsible for weed control. After previous discussions about rail damage caused during mowing, weed control had temporarily been shifted to the train club. The city now has the staff to handle that work, the proposed agreement returns weed control responsibilities to the city, allowing the train club to focus on operating and maintaining the train as a public amenity.

Councilman Dills asked for clarification about the dispute resolution section of the agreement. Specifically, he wanted to know who would be responsible for resolving disputes and what process would be followed, or whether disputes would simply be managed on a case-by-case basis as they arise. Councilwoman Petty explained that if a safety concern arises, City staff have the authority to halt operations immediately. Any subsequent decisions regarding enforcement, corrective actions, or other responses would then be brought before the City Council for consideration and action.

City Manager David Larson explained that the agreement includes clear procedures for safety, audits, and modifications:

- The audit section requires the train club to acknowledge receipt of any audit findings and provide plans for correcting identified safety issues.
- The city modification section requires the train club to submit a project request form to the City Manager for any proposed changes, along with an explanation and supporting documentation.
- After staff review, any modifications must be approved by the City Council before they can be implemented, ensuring city oversight of changes to the facility or operations.
- The agreement also reserves the city's authority to take appropriate action, including matters involving the train club, when necessary.

City Attorney Jayme Blakesley explained that the agreement contains similar remedy provisions in both the audit section and the default/notice of default section. The process follows the same general approach:

- The city provides formal notice of an issue or violation.
- The other party is given a cure period to correct the problem.

- If the issue is not resolved within that period, the city may proceed with further action, such as fine abatement or enforcement of the agreement's default provisions.

He noted that these sections are designed to provide a fair process by allowing an opportunity to correct problems before stronger remedies are applied.

Councilwoman Petty asked if the Council would like the park staff to track the additional time and materials required for weed control and maintenance associated with the train area. This would provide a better estimate of the actual cost for the city. She noted that the added maintenance responsibility should not represent a significant increase in cost or workload compared to the City's current park maintenance activities. Councilman Winsor compared the train facility to other park amenities, such as pickleball courts or baseball fields, noting that all park facilities have associated maintenance costs. He questioned the purpose of specifically highlighting the train facility's maintenance costs when it is simply another park amenity maintained by the city. Councilwoman Petty clarified that Council had previously questioned the cost involved and she wanted to be transparent.

Councilwoman Petty moved to approve Resolution 26-27: South Weber Model Railroad Club Agreement. Councilman Dills seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

6. Resolution 26-28: Cooperative Agreement with the Utah Division of Forestry, Fire, and State Lands

Utah's Community Wildland Protection Program (CWPP) is a collaborative framework designed to help communities in Utah mitigate wildfire risks and enhance resilience to wildfires. The program is rooted in federal guidelines established by the Healthy Forests Restoration Act (HFRA) and provides tools, resources, and planning assistance to create tailored wildfire mitigation strategies for local communities. The CWPP acts as an insurance policy.

Councilwoman Petty moved to approve Resolution 26-28: Cooperative Agreement with the Utah Division of Forestry, Fire, and State Lands. Councilman Davis seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

7. Resolution 26-29: Utah Wildfire Resource Memorandum of Understanding

South Weber borders state-owned lands that are susceptible to wildfires, making rapid fire suppression essential to prevent small fires from becoming major incidents. A memorandum of understanding between the City and the Utah Division of Forestry, Fire and State Lands defines the responsibilities of each party in responding to and managing wildfires.

Councilman Halverson moved to approve Resolution 26-29: Utah Wildfire Resource Memorandum of Understanding. Councilwoman Petty seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

8. Resolution 26-30: Amending the Policies and Procedures 3.040 Employment of Relatives (Nepotism)

City Manager David Larson explained staff have run into challenges and limitations with the current city policy, specifically how it creates unneeded difficulty in the hiring of part-time positions with unique needs – fire, recreation aides, and crossing guards. Staff desired to address the city’s specific hiring needs and align its policy with state code. After discussion with the staff Leadership Council and Department Heads, an updated policy was drafted with legal counsel and provided to the Admin/Finance Committee.

Discussion took place regarding relationships. City Attorney Jayme Blakesley explained the disclosure requirements outlined in the city’s policy regarding relationships between employees and city officers or employees. He noted that the policy requires:

- Applicants and employees must disclose any relative relationship with a city officer or employee during the hiring process if the relationship already exists.
- Employees must also disclose such relationships if they develop later, such as through marriage or another change in circumstances.
- Failure to disclose a required relationship may result in disciplinary action.

He emphasized that the requirement applies both at the time of hiring and whenever a qualifying relationship develops afterward.

Councilman Winsor moved to approve Resolution 26-30: Amending the Policies and Procedures 3.040 Employment of Relatives (Nepotism). Councilman Halverson seconded the motion. Mayor Westbroek called for a roll call vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

9. Fraud Risk Assessment

Finance Director Brett Baltazar reported the assessment has been reviewed by the Admin/Finance Committee. The state requires self-assessment to be conducted annually. South Weber City takes its financial and fiduciary responsibilities seriously. Policies, procedures, and internal controls have been implemented to mitigate those risks. This risk assessment is for fiscal year 2026, ending June 30, 2026. The assessment categorizes the city’s fraud risk level as “Low” with a score of 355 out of a possible score of 395.

Councilman Halverson moved to approve Fraud Risk Assessment. Councilman Winsor seconded the motion. Mayor Westbroek called for a roll call vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

10. Resolution 26-31: Utah Retirement System (URS) Contribution to Firefighters

Councilman Dills clarified that the discussion involved a recent state change allowing cities to contribute an additional 1.25% toward retirement benefits for full-time employees. City Manager David Larson explained that the state’s retirement system (URS) periodically adjusts contribution rates, and those adjustments occurred again this year. He noted that the city now has the option to either (1) have the city cover the additional employee retirement contribution amount, or (2) leave the additional cost as the employee’s responsibility. He reminded the Council that in previous years, the city has chosen to absorb the cost and provide the additional retirement benefit for employees rather than shifting it to employees. Councilman Winsor explained the difference between Type I and Type II employees in the Utah Retirement System (URS) and the implications of the city choosing to cover additional retirement contributions. He

explained in 2012, new employees became Type II employees, and the retirement contribution percentage that cities and public entities were required to pay was capped. That cap has since been reached, and cities now have the option to pay additional retirement contributions beyond the cap. This option applies specifically to firefighter employees, not all Type II employees. Councilman Winsor noted that this issue will likely come before the Council annually as retirement costs continue to increase. He explained that the discussion raises questions about why the benefit would apply to firefighters but no other employees. However, Type II employees have other retirement options, including a hybrid plan or a 401(k)-style option. The main policy question for the Council is whether the city wants to continue funding retirement contributions for Type II firefighter employees beyond the state-established cap. He noted that the original purpose of the limit was to help cities and public agencies predict and control retirement costs rather than face continually increasing expenses.

Councilman Davis moved to approve Resolution 26-31: Utah Retirement System (URS) Contribution to Firefighters. Councilman Dills seconded the motion. Mayor Westbroek called for a roll call vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

REPORTS

11. New Business

Bond Rating: City Manager David Larson reported on the city's recent bond rating process. He explained as part of issuing a bond, the city presented its financial information, operating practices, economic development efforts, and reasons for the bond to Moody's, one of the major bond rating agencies. Moody's evaluated various financial and operational factors and assigned separate ratings for the city as an entity and for the specific bond issuance. The city received a Double-A rating, the highest rating it could reasonably expect for this type of bond. The city's overall rating was AA1 (second-highest rating category). The bond received an AA2 rating because it was a lease revenue bond, which typically receives a lower rating than a general obligation bond due to the type of financing structure. He further explained that cities receiving similar ratings are typically much larger, averaging about 22,000 residents and \$57 million in revenue, indicating that South Weber's rating reflects strong financial management despite being smaller in size. He credited the rating to the City Council's long-term decisions, sound financial practices, and responsible operations. Mr. Larson shared that the city's financial advisor, Mark Anderson with Zions Public Finance, described the rating as the best possible outcome and encouraged the City to recognize the accomplishment. He noted that the city had not gone through this full market rating process in more than a decade, as the 2023 bond refunding was managed differently. Mr. Larson concluded that the rating demonstrates the city is in a strong financial position and reflects positively on the Council's decisions and city operations over many years.

12. Council & Staff

Councilman Winsor provided an update on the State Aggregate Operations Work Group, a subgroup of the travel committee. He stated the full committee has not met recently, but the aggregate operations work group has scheduled a meeting to continue discussions. The meeting continues work that began last December and was postponed, allowing the group to move

through the legislative process. The group's focus is on statewide fugitive dust mitigation issues related to aggregate operations. Councilman Winsor noted that House Bill 378 from the 2026 legislative session passed and included administrative changes related to fugitive dust mitigation. He stated he had not been aware of the bill during the session but noted it did not appear to make major substantive changes. He will attend the upcoming meeting to continue representing the city in these statewide discussions.

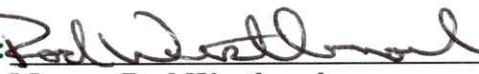
Councilman Davis shared the first draft of golf cart policy is under review.

Councilman Dills received a request for Day of Service from individuals who would like to serve in the city parks. He will forward that to the parks committee.

ADJOURN:

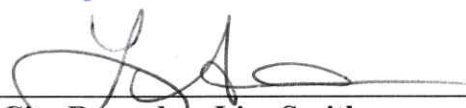
Councilman Davis moved to adjourn the meeting at 6:41p.m. **Councilwoman Petty** seconded the motion. **Mayor Westbrook** called for a roll call vote. **Council Members Davis, Dills, Halverson, Petty, and Winsor** voted aye. The motion carried.

APPROVED:


Date 08-25-2026
Mayor: Rod Westbrook




Transcriber: Michelle Clark


Attest: City Recorder: Lisa Smith